



Ordinary Meeting of Council

24 May 2021 7.00pm

ATTACHMENTS

3.1 Banyule Youth Spaces Plan

Attachment 1. Banyule Youth Spaces Plan	3
---	---

3.3 Review of the Banyule Advisory Committees

Attachment 1. Reconciliation Action Plan (RAP) Advisory Committee - Terms of Reference	19
Attachment 2. Inclusive Banyule Advisory Committee - Terms of Reference	31
Attachment 3. Arts & Culture Advisory Committee - Terms of Reference	41
Attachment 4. BECAAC - Terms of Reference	51
Attachment 5. Model terms of reference for population committees.....	63

5.1 Application for Planning Permit (P1219/2020) - Construction of a Multi-storey Commercial Building - 14 Martin Street, Heidelberg

Attachment 1. Planning assessment.....	79
Attachment 2. Advertised plans	87
Attachment 3. DDO5 - Precinct 4 map.....	107

5.2 Ivanhoe Grammar School - Fence and Development Plan

Attachment 1. 41 The Ridgeway IVANHOE - Proposed amended pages to development plan	109
Attachment 2. P1468/2020 - Plans of proposed fencing	113

5.3 Elevating Environmentally Sustainable Development Targets - Project Opportunity

Attachment 1. SDAPP and BESS explained	129
--	-----

5.5 Modernising Victoria's Building System - Submission to Building Reform

Attachment 1. Submission to Expert Panel.....	133
---	-----

6.1 Ivanhoe Sports Precinct Plan

Attachment 1. Draft Ivanhoe Sports Precinct Plan Issues and Options Report - May 2021	147
Attachment 2. Draft Ivanhoe Sports Precinct Plan Issues and Options Report - Community Engagement To Date	203

Attachment 3.	Draft Ivanhoe Sports Precinct Plan Issues and Options Report: Option 1 - 11 May 2021	205
Attachment 4.	Draft Ivanhoe Sports Precinct Plan Issues and Options Report - Summary Report.....	207
7.1 Proposed Creation of Easement - 111 Banyule Road, Rosanna		
Attachment 1.	Creation of Easement Plan	223
7.2 Procurement Policy 2021-25		
Attachment 1.	Banyule City Council's Procurement Policy 2021 - 2025 (DRAFT)	225

OUR SPACES

Banyule Youth Spaces Plan



April 2021
For Councillor Review

PLA'CE



Introduction

The purpose of this plan is to provide strategic direction for the future provision of outdoor recreation places and spaces for young people throughout Banyule.

Introduction

This plan has been prepared by Playce Pty Ltd for Banyule City Council to:

- Assess the need and community demand for additional youth recreation spaces and facilities in the City;
- Identify the design principles to determine the scale, preferred components and most appropriate locations for such facilities.

Background

Banyule City Council is committed to providing desirable public open space facilities for Banyule's youth.

This commitment is articulated within Banyule's City Plan 2017-2021 under People and Participation and in the Banyule Youth Plan 2018-2021. Key guiding principles include meaningful engagement, valuing young people and valuing diversity- promoting inclusiveness, accessibility and diversity.

Banyule's Public Open Space Plan 2016-2031 states that with increasing urban density and shrinking backyards, public open space is increasingly being utilised by young people in urban areas. Banyule City Council has identified a need to provide suitable open space facilities for young people between the ages of 12 - 25 that meets their unique needs.

Currently there is no specific plan to guide the provision of youth facilities and their design in open spaces across Banyule. There is a need to design and plan youth friendly spaces so that young people feel included within the community and have legitimate spaces to 'hang out'. This report aims to address this gap and provide a strategic plan to guide the provision of youth facilities and the design of spaces across the municipality.

2

Why it is important

Young people in Australia are playing less and have fewer community-based areas that facilitate play. As a result, obesity is on the increase. This issue is compounded by the fact that more than 8% of the most vulnerable young people in Australia are excluded from play and recreation.

- **42% of young people are not involved in sport**
- **630,000 young people spend 40+ hours of screen time per fortnight**
- **50% drop in young people playing in their local neighbourhoods within the last generation**
- **65% of families have both parents working**
- **8% of our youth have a disability. 50% of these are either severe or profound with 75% of these disabilities being neurological, not physical**
- **40% increase in childhood obesity between 1995-2005**
- **25% of Australian children are obese or overweight**

Australian Institute of Health and Wellbeing 2010 Report & Inclusive Play Space 2012

Play and recreation is critical to all young people. Spaces that are safe and accessible within our neighbourhoods need to be created to facilitate this.



What is play for young people?

This section touches on current industry thinking about what play is for pre-teen/ early teens & teens, and what play or recreation is for young adults. It includes discussion on issues young people face, why play for pre-teen/ early teens and teens is so important and a review of existing models of provision. It then highlights a new approach to teen and pre-teen/ early teen play and recreation space provision.

“Every child (up to age 18) has the right to rest and leisure, to engage in play and recreational activities appropriate to the age of the child and to participate freely in cultural life and the arts”

Article 31 of the UN Convention of the Rights of the Child

All young people, including pre-teen/ early teens, teens and young adults, have the right to participate in play and this UN Convention has been ratified by the Australian Government.

Firstly for the purposes of this study;

Pre-teens/ early teens are considered children from 12-14 years transitioning into adolescence.

Teens are defined as 15-17 year olds.

Young adults are defined as 18- 25 year olds.

When discussing adolescents more generally it relates to both pre-teen/ early teens and teens from 12-17 years old.

So what is play and why is it important and how does it differ with different ages? The following section aims to provide some answers.

“Play is described by some as the universal language of childhood though not only children play”¹. No matter our age, we all play: in different ways, at different times, in different places and with different people. But what is play? It has many descriptions, however enjoyment is the common link between them all:

“To play is to engage in activity for enjoyment and recreation rather than a serious or practical purpose”². “The focus of play is on the actual experience, not on accomplishing any goal. There doesn't need to be any point to the activity beyond having fun and enjoying yourself”³



1 Play Scotland. What is play? <https://www.playscotland.org/what-is-play/playwork/what-is-play>
 2 Oxford Dictionary. www.oxforddictionaries.com/definition/english/play
 3 Helppulse.org. The benefits of play for adults. <http://www.helppulse.org/articles/emotional-health/benefits-of-play-for-adults.htm>: n.d.

Why is play important?

Providing play opportunities for young people means acknowledging that everyone can, and should play. Most importantly, providing play opportunities is not just about providing play equipment and facilities: play can include public place pop-ups, performance, programs and events or artworks and sculptures that foster fun, inspire imagination or evoke senses and memories. Play is not just physical or active.

All young people need to play. All young people have the right to play. When young people play they are not just filling in time, they are learning to make sense of their world. Play facilitates the learning of life skills and for this reason, the provision of quality outdoor play spaces is vitally important in local communities. Through play, young people develop qualities necessary in adulthood, including problem solving, independence, self awareness, creativity, resilience and spatial knowledge.

Play is about more than just 'letting off steam'; it can be quiet and contemplative, as well as active and boisterous. All children and young people, including those who are disabled or have specific needs, should have opportunities to experience challenge and take risks while playing. Play is essential to the healthy development of children and young people – not just their physical development, but their social and cognitive development too.

‘Design for Play: A guide to creating successful play spaces’, Play England 2008

Re-imagining play...

In recent times, playspace design and planning has focused on provision of safe playground equipment (along with associated maintenance and timely replacement), rather than provision of creative, challenging and exciting play environments. We need to re-imagine our approach to play to ensure the needs of people of all ages and abilities are met.

One of the critical components in re-imagining play is to understand that while adults may be arbiters of providing playspaces, young people are the main users. It is integral to the success of spaces for young people that their voice is heard throughout the design process. Banyule City Council undertake community consultation for all parks and open space projects, inclusive of nature play, providing opportunity for young people and people of all ages to provide valued feedback. For designers, this provides great opportunity to see the possibilities through the lens of a young person who is likely to use the space, again and again. In too many cases, play is managed and controlled; often simply by the structure of standardised play equipment. If we consider other forms of play that encourage exploration, inspire creativity and offer varying levels of challenge, each time a player returns they can find new ways to engage in play, to use their imagination or stretch their boundaries through adventure and discovery.

We should be imaginative in thinking about how to design play spaces that provide opportunity for physical challenge, exploration and social interaction for people of all ages.

Increasingly people are seeking vibrant, playful places where they can interact as a whole family, socialise with friends or simply watch other people play. The challenge is to now incorporate playfulness into all aspects of the public realm, not just parks and playgrounds; to build in flexibility and provide play opportunities that can adapt as community preferences and expectations change. Our re-imagined places for play need to enable people of all ages and abilities to play independently as much as they need to enable people of all ages and abilities to play together.

So what is play for young people?

When considering what 'play' is for young people, traditional models of activity such as active recreation and skateparks come to mind, however these are not the only ways young people engage in play. The majority of young people throughout Australia spend time with their friends. Friendships are among the most important activities of life. ***"Peer relationships are very influential in adolescence. During this time, when young people are developing autonomy from their parents, peers become a significant source of social and emotional support"*** (Gorrese & Ruggieri, 2012).

As part of the consultation with young people within Banyule for this study, they were asked about what their favourite pastime or leisure activity was. Of the 177 responses, overwhelmingly the most popular activity was "Hanging Out with friends" at 49%; followed by playing video games and going shopping. As way of comparison, BMX and bike riding was 11th and skateboarding was 12th on the list at 8%. Reading and listening to music at a park was higher than these more traditional "youth" activities at 11% and 10% respectively.

When asked about what existing facilities and places they currently frequented, the results were similar with shopping centres first; followed by parks and open space second. Skateparks were 8th. This is a small sample of data, but shows that there is a fundamental need and interest for young people to hang out and socialise. Therefore, essentially teenage play is simply providing opportunities for young people to have fun and socialise.

Relevant spaces?

If young people are most interested in socialising and hanging out with friends, it becomes important to expand on where they want to be to do this. Providing spaces that welcome and celebrate a diverse mix of young people regardless of their cultural background or socio-economic profile is important. A lot of young people have to use public transport to get around, are attracted to fashion, movies, music and books. All of these are found in town centres (ie. libraries, transport hubs) and commercial precincts.

There is significant evidence confirming this throughout Australia with most shopping and commercial centres and malls experiencing issues with many young people congregating in these central and accessible locations. Ironically though, this is seen as a negative and a major problem for many commercial centres. Strategies have been put in place to remove teens from "loitering" in these spaces such as employing security guards and even more significant responses such as the "Mosquito" (a high pitched tone that only younger people can hear).

None of this makes sense?

So we are creating 'youth' spaces in parks that are hard to access; not where young people want to be, yet at the same time implementing strategies aimed at preventing young people from using shopping precincts, transport nodes and commercial centres to which they are naturally attracted. So who should then be responsible for designing spaces for young people?

Due to the structure of most local governments within Australia, different departments are responsible for different strategic areas. Recreation departments are traditionally involved in managing sporting and active recreation facilities. Parks and Open Space departments are typically responsible for the maintenance and upkeep of parks and reserves as well as the design and delivery of passive recreational infrastructure. Youth Services focus more on at risk youth, programs and support. Urban Design and City Planning are responsible for the implementation and management of more centralised urban centres and transport nodes. Given this demarcation of responsibility, it is essential that cross- Council collaboration take place in the planning and design of spaces specifically for teenagers.



Youth recreation needs

Play for young people

Pre-teen/ early teens (12-14), teens (15-17) and young adults (18-25) all recreate for different reasons and require different spaces and places.

Pre-teen/ early teens are still very much looking for opportunities to play and be active. At an age where they are still not able to travel independently, spaces that are local to them are critical. Therefore, looking at adapting existing play spaces in key locations with a range of different active elements including parkour, scooter loops, ball courts and skate can provide diversity in play and active experiences.

Teens are very much moving into an important new stage of adolescence. A key part of this phase is their transition into adulthood. As such, places to socialise are the key focus. Recreation spaces that are accessible and safe in relevant areas such as commercial precincts, libraries and transport nodes are therefore critical.

Young adults are more likely to be interested in traditional sport and fitness in line with broader recommendations detailed in Banyule's Public Open Space Plan (2016 - 2031) and Recreation Plan (2017 - 2021).

"Recreation has been found to be an important contributor to adolescent development, assisting with the positive formation of a young person's identity and minimising drug and alcohol abuse. Unstructured recreational opportunities have also been found to assist with better psychological health outcomes for young people."

The Rationale for Recreation Services for Youth: An Evidence Based Approach. (Banyule Youth Plan 2018-2021)

Not just active recreation

For a start, we need to acknowledge that sport is not the only recreation solution for young people. Art, music and dance can also be attractive and relevant to young people, with many undertaking these pursuits as part of their school curriculum. Teens are also highly influenced and enjoy these pursuits socially, in particular both music and dance. Tapping into this interest allows a potential space to become far more relevant to a much larger range of young people.

Most importantly, accommodating a broad range of pursuits in a space allows it to transform and change as trends change. Art, music and events allow the space to transform with the trends and remain relevant.

What is a youth space?

A youth space can be defined as any outdoor activity space that is free to access, and is designed with the intention for young people to engage through social and physical activity. These spaces focus on young people aged between 10 and 24 years. They typically facilitate social gathering and free access social sports facilities, such as multipurpose courts, hit-up walls, goalposts and practice wickets, as well as the conduct of one or more action sports.

8



Demographic review

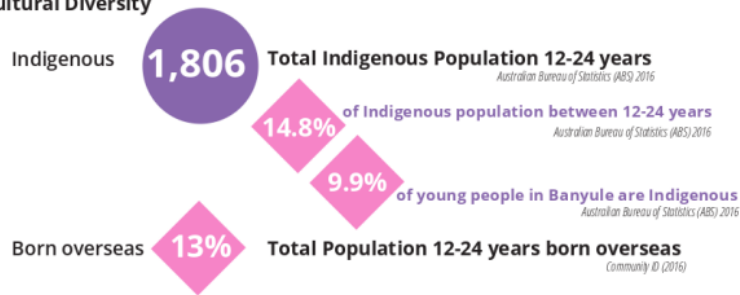
Introduction

The following section provides a brief snapshot of the broader distribution of where young people live in the City of Banyule, now and where they are forecast to live in 2031. Where possible, facilities should be located close to where young people live.

Age



Cultural Diversity



Banyule City Council has a smaller percentage (13%) of 12-24 year olds born overseas compared to its Indigenous population (14.8%) .

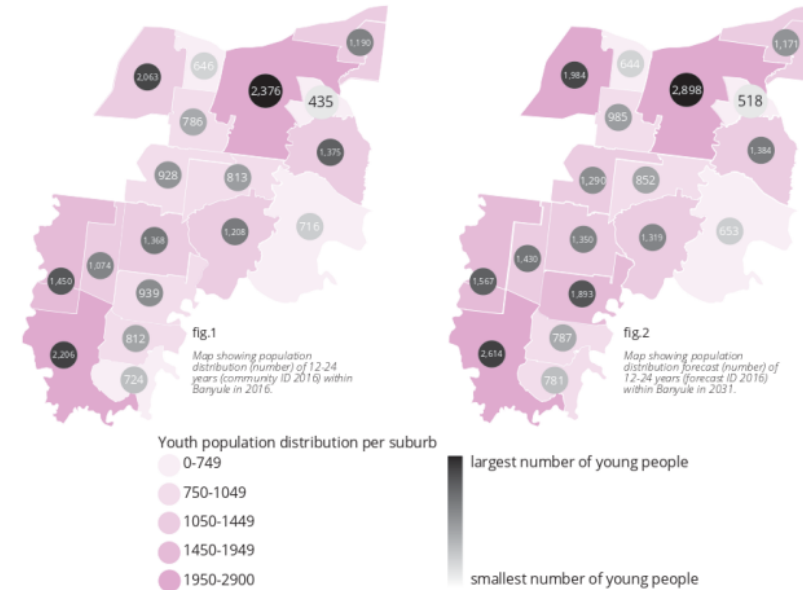
The cultural diversity of Banyule is celebrated through various groups which focus on engaging a broader demographic of young people across the municipality and neighboring LGAs. This was prominent at the Banyule Youth Festival consultation pop up, which celebrated the multiculturalism of Banyule's young people through cultural dancing and drumming and a diverse range of food, workshops and music.

Youth population distribution

The following maps show the existing distribution of youths across the municipality of Banyule, as well as the forecast for youth population distribution in 2031.

Youth population distribution: 2016

Youth population distribution: forecast 2031



Top 5 areas predicted to have the most growth from 2016 to 2031:

1. Heidelberg +101.6%
2. Macleod +39.0%
3. Heidelberg Heights +33.2%
4. Watsonia +25.3%
5. Greensborough +22%

Summary

The above maps show that the highest proportion (numbers) of young people aged 12-24 years in 2016 resided in Greensborough (2,376), Ivanhoe (2,206) and Bundoora (2,063). By 2031, Heidelberg will have experienced the highest growth in its youth population across the municipality (increasing from 939 to 1,893). Greensborough is also predicted to experience substantial growth (increasing from 2,376 to 2,898), as well as Macleod (increasing from 928 to 1,290). Accordingly, these areas should be a focus for the geographical distribution of any new youth recreation infrastructure. Greensborough is currently the suburb with the highest youth population and will continue to be so going forward to 2031.

Consultation Summary

Playce and Banyule City Council actively engaged with a total of 348 members of the community to gather insight and information to assist in developing a strategic plan that meets young peoples needs.

During this period a diverse mix of community groups were engaged through stakeholder workshops, school and university visits, public events/ festivals and through the online survey platform.

Through engaging in community participation and via an online survey, participants were asked to consider how they use their spare time, what they do in open public spaces, what they would like to see more of in Banyule and what issues they face in accessing spaces/ facilities within the municipality.

We engaged the following stakeholders;

- Banyule Youth Festival attendees (97)
- Skate Jam, Greensy skatepark attendees (24)
- Young mother's group (6)
- Our Ladies of Mercy College students (35)
- La Trobe University (50)
- Jets Music and Creative Arts centre (7)
- Malahang Festival attendees (15)
- Malahang bike hut drop in attendees (15)

The 'dotmocracy' exercise asked participants to place a sticker on their top 3 favourite images across 3 posters, which categorised 'Creative, Social and Active' opportunities that could be had within Banyule. From this exercise, it was evident that Banyule is a creative and artistic community with an appetite for culture, adventure and fun and community focused events.

Highlights

- 70% of survey participants were aged between 12-24
- Socialising with friends, adventure play and parks/ open spaces voted most favoured ways to spend time, now and into the future
- Majority of survey respondents use public transport when moving around Banyule

Summary

Overall the community engagement for the Banyule Youth Spaces Plan confirmed broader trends in the preferences for young people for facilities and activities within public open space.

The general themes focus on creating places to socialise and feel safe with friends, as well as opportunities to explore and create through adventure play (ropes, climbing, obstacle courses etc) and active recreation (multipurpose ball courts, skateable elements, parkour etc).



Malahang Festival, Youth Spaces Plan Consultation: participant engaging in Dotmocracy exercise

What can spaces for young people look like?

Based on the outcomes of previous Council studies, youth recreation trends, the youth engagements undertaken for this study and the current significant youth population, there is a need for improved spaces within Banyule. This Section describes what these spaces could look like and where they would be best located, through renewals or park upgrades and additions to existing youth facilities. It defines the model of provision to assist the City in effectively implementing new youth spaces over the next 10 years.

Pre-teen/ early teens

The one key focus for pre-teen/ early teen play is looking at providing local opportunities within smaller parks and public spaces to complement other existing play opportunities.

Local recreation hub (pre-teen/ early teen)

As Banyule City Council already has a vast number of basketball half courts scattered throughout the municipality, there is a significant opportunity to build upon these for use as localized pre-teen/ early teen play.

Currently they are limited to providing informal opportunities for ball sports. The addition of a range of recreation and play options can ensure these existing play/recreation spaces are far more usable and relevant to many more pre-teen/ early teens.

Elements could include more challenging play equipment, scooter loops, climbing walls, parkour elements, skateable elements or obstacles etc.



Half ball court with skate elements in Werribee, VIC



Scooter loop added to district playspace in Whittlesea, VIC

Teen and young adults needs

The needs of teenagers and young adults are best accommodated across two main facility types.

Specifically, they require larger district and regional size spaces (District Recreation Plazas) that attract large groups of young people to congregate and enjoy as a destination space complemented by smaller localized spaces (Local Recreation Hubs) to hang out at during times when there is less free time or access to public transport. The following provides a brief description of each;

Local recreation hub (teen and young adult)

A local recreation hub is essentially a freely accessed public area within a local catchment that has a shelter where possible, seating, social spaces, art or some minor sporting infrastructure relevant to young people. It may be within a local park, along a street or at a local shopping precinct. The focus is the provision of opportunities to 'hang out' and socialise within the local neighbourhood.

Given the number of existing ball courts throughout the municipality, like the pre-teen/ early teen spaces, these existing recreation hubs will form the basis of local teen/ young adult spaces.

The main difference with these spaces and pre-teen/ early teen spaces is their location. They need to be in more centrally accessible locations where young people prefer to be and are easily accessed by public transport.

There is emerging evidence supporting the co-location of Community and Youth facilities/hubs alongside regional recreational/play centres. This facilitates the effective management and programming of spaces, running of events and enhances opportunities to provide assistance to at-risk youth and all young people in locations that youth are already appropriating freely. Community-based, integrated youth service hubs have the potential to address some of the longstanding issues with services for young people, including problems with access and system fragmentation. Banyule's current youth facility "Jets Creative Arts studio" is currently located in an aging building that is not fit for purpose, and also lacks centrality and public transport access. There are future opportunity to explore the relocation of a Council youth facility alongside a new accessible youth recreation hub.

District recreation plaza/hub

A district recreation plaza is a public space with designated areas and opportunities to facilitate young people (and others in the community) to congregate, socialise and engage in passive and active recreation pursuits. Importantly, whilst not size specific, it is designed to be large enough to cater for a diverse range of programs and activities that will attract a diverse range of young people across the City.

As such, it will become a focus for youth events and activities at a city-wide level. The plaza should include adequate space for cultural and social activities. It requires sufficient provision of seating and shade, to provide designated space for art exhibition spaces, music and performance opportunities, whilst also including active recreation spaces to accommodate activities such as climbing, parkour or ball courts.

The key to the success of a district recreation plaza/hub is location. It needs to be in a high profile, central location that is attractive and accessible to young people via public transport. Therefore town centres, central reserves, major shopping precincts and public transport interchanges are potential key locations.


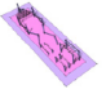
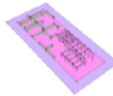



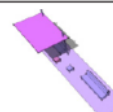


Municipal Recreation Plaza at Geelong CBD, VIC with music stage and skateable elements

Pre-teen/ early teen & teen/ young adult recreation components

This section illustrates the potential elements for inclusion in both local pre-teen/ early teen and teen spaces. They are all indicative but provide an approximate idea of size. Smaller spaces will typically include 1-2 elements and be placed around existing half courts. Larger spaces will contain a mix of elements as shown in the next section, District Examples.

Element	Preferred Age Group focus	Indicative example
Adventure/social play Focus on range of more challenging elements incl swings/flying foxes, slides and climbing elements. <ul style="list-style-type: none"> Size and extent variable to meet client needs. 	Pre-teen/ early teens	
BMX jumps,race & MTB Tracks Allows for more advanced challenging bumps and MTB track for freestyle BMX and mountain bike use <ul style="list-style-type: none"> Size and extent variable to meet client needs. 	Pre-teen/ early teens Teens Young Adults	
Bouldering/climbing walls Either insitu or blockwork. Can also be used as rebound wall if combined with courts <ul style="list-style-type: none"> Generally concrete/blockwork. Any length but preferable for 10m min Can also be art walls 	Pre-teen/ early teens Teens Young Adults	
Fitness/warm up stations Allows for all age outdoor fitness options <ul style="list-style-type: none"> Size and extent variable to meet client needs. 	Teens Young Adults	
Fusball/ping pong tables Small scale informal recreation opportunities <ul style="list-style-type: none"> Provide informal social activities in small areas. Combine with social seating spaces 	Teens	
Futsal goals/multipurpose nets Mix of options with linemarking, nets, rings etc. (Basketball, volleyball, tennis, netball, four square, futsal) <ul style="list-style-type: none"> Generally Plexipave finish. Approx 28x15m for Full Size Court. Bookable for competitions, social games, other events such as markets, music, film nights. 	Pre-teen/ early teens Teens Young Adults	
Multipurpose courts Mix of options with linemarking, nets, rings etc. (Basketball, volleyball, tennis, netball, four square, futsal) <ul style="list-style-type: none"> Generally Plexipave finish. Approx 28x15m for Full Size Court. Bookable for competitions, social games, other events such as markets, music, film nights. 	Pre-teen/ early teens Teens Young Adults	

Element	Preferred Age Group focus	Indicative example
Music/stage/event space Focus on open but sheltered spaces for events and classes to complement indoor spaces Size and extent variable to meet client needs.	Teens Young Adults	
Obstacle courses Allows for all age outdoor fitness and play <ul style="list-style-type: none"> Size and extent variable to meet client needs. 	Pre-teen/ early teens Teens	
Parkour/free running Focus on challenge and training <ul style="list-style-type: none"> Size and extent variable to meet client needs. 	Pre-teen/ early teens Teens Young Adults	
Pumps tracks Allows for all age wheeled play (scooters, skateboards, bikes etc) <ul style="list-style-type: none"> Size and extent variable to meet client needs. 	Pre-teen/ early teens Teens	
Scooter loops Allows for junior wheeled play (scooters, bikes etc) <ul style="list-style-type: none"> Size and extent variable to meet client needs. 	Pre-teen/ early teens Teens	
Skate & BMX spaces Focus on range of different elements to cater for diverse users Include Vert Ramps, Bowls, Parks and Plaza elements Size and extent variable to meet client needs. <ul style="list-style-type: none"> Catalyst for other programs such as youth services 	Pre-teen/ early teens Teens Young Adults	
Social spaces Focus on small shaded spaces to hang out around other active recreation spaces or relevant spaces for young people to congregate such as urban malls and transit hubs. <ul style="list-style-type: none"> Size and extent variable to meet client needs. 	Teens Young Adults	

District Spaces

The following examples show how a combination of components can be created that include a range of different recreation options for larger district spaces. They may focus on one key element such as a skatepark or be a mix of components.



fig. 6

District recreation example 1

This includes a mix of a multipurpose court, climbing/rebound wall, scooter loop, parkour and fitness space.



fig. 7

District recreation example 2

This example combines a multipurpose court, scooter loop, skate bowl, play zone and fitness space.

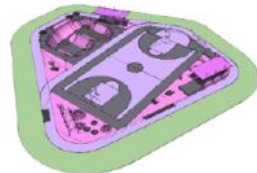


fig. 8

District recreation example 3

This example combines a multipurpose court, scooter loop, skate bowl, play zone and fitness space in a different configuration to example 3.



fig. 9

District recreation example 4

This includes a mix of a multipurpose 1/2 court, climbing/rebound wall, scooter loop, adventure play and fitness space.



But where do Skateparks fit in?

But what about skateparks? Where do they fit in? Over the last 20 years there has been a significant growth in the interest and participation of action sports including skateboarding and BMX (including pumps tracks). Skateparks have been created to meet this need. If they are not youth spaces or pre-teen/early teen recreation spaces, what are they? Where do they fit in?

Given they are facilities specifically created to allow participants to enjoy their chosen activity, this study sees them in a more formal sporting model sense. They need to be considered as designated sporting spaces, much like a basketball court and be implemented accordingly. One of the big challenges though is the hierarchy model of sporting skate provision. Whilst district skate facilities cater for BMX, skate, scootering and allow for a diverse range of users, most smaller skateparks cannot.

Because of the need to cater for park, plaza and transition skate as well as BMX, scootering, etc it is difficult to accommodate all needs in a single space. Therefore, Banyule should investigate opportunities to create one large central new skatepark across the municipality that is of a district scale to enable events, training and allow for long-stay use. Smaller skate opportunities can then be provided at pre-teen/early teen and teen recreation spaces outlined previously. By combining skate at the local level with other recreation and play options, it is possible to create more multipurpose and relevant spaces for more young people.

A range of users.... a range of needs...

When discussing skateboarding and freestyle BMX and skatepark provision, it is important to acknowledge that there is no single model that meets all needs. People ride and skate for different reasons, using different terrain and at different levels of expertise. It can be a form of transport, an opportunity to appropriate urban spaces in the street or it can be undertaken for sports competition such as the Olympic Games.

For younger children, skate and scootering may be about free play. Unlike many sporting pursuits there are no set court dimensions and rules.



Skateboarding, scootering and freestyle BMX, have no specific set facility type. It is, rather, the difference in spaces that provides the diversity and interest in use. There are so many different types of activity that one single space or model can not cater appropriately for everyone. Street skaters rarely use skateparks, preferring to find urban spots. Bowl skaters however will organize road trips and travel hundreds of kilometres to use a new bowl at a skatepark. It is therefore critical to understand the various styles of skateboarding, scootering and BMX summarised as follows.

A diverse range of types...

The following describes the main styles of skateboarding and BMX and the types of terrain required for them.



VERT SKATING

Vert skateboarding and BMX requires large ramps (generally 3m+ in height with at least 30cm vertical face at tops of ramp) for doing vertical tricks.



TRANSITION SKATEBOARDING & RIDING

Popular over the world, these facilities can come in all shapes & sizes and include snake runs, single and combination bowls.



'PARK' STYLE SKATEBOARDING & RIDING

'Park' style is using contrived elements created to partially replicate real urban items. They can be used for both BMX and skate. The Olympic skateboarding event at Tokyo will be held on a 'park' style course.



PLAZA SKATEBOARDING & RIDING

The final typology is plaza or street skating. This generally utilises existing urban spaces, streets and spots to skate or ride. Designated skate spots are now being created in urban centres around the world.

Celebrate the diversity

Given the diversity of different user types and the mix of those that skate for competition and those that just skate for fun, skateparks cannot necessarily cater for all needs in a single space. This has been one of the biggest single issues with existing skatepark provision across Australia. There is a proliferation of similar types of smaller skateparks. The reasons for this are varied but generally result from budget and size limitations (easier to fund smaller facilities and less broader community backlash).

Therefore as outlined previously, Council should investigate opportunities for a larger district facility that services the entire municipality, as well as providing a diverse mix of opportunities for the various types of skating/riding at a localised level spread throughout the municipality. These smaller provisions will complement the district facility and provide more opportunities within each precinct.



Existing Provision

The following map shows the existing provision of local recreation spaces for pre-teen/ early teens, teens and young adults within Banyule City Council.

There are two skateparks, one at Kalparrin Gardens in Greensborough and the other at Malahang Reserve, Heidelberg West. There is also a small dirt bmx jumps track in Eaglemont. Whilst Malahang skatepark services the south western region of Banyule, a central/northern location for the new space needs consideration as the existing Greensborough skatepark does not provide adequate opportunities to skate appropriately and is in poor condition.

There are also 50 modified basketball courts across the city. They are a mix of free throw and 1/2 courts. They provide informal areas for recreation and social connection.

As the map to the right shows, overall there is a great distribution of spaces for young people from a walkability perspective. It is however the quality and diversity of experience that is significantly lacking.

The existing ball courts are essentially providing the same recreation experience, with little diversity of opportunity and little amenity. These facilities are spaces in which young people congregate and socialise, therefore all facilities should provide seating and shade-at a minimum-as outlined in the site selection matrix. They can also contain a range of other recreation elements to diversify the opportunities for young people to enjoy.

This site selection process is summarised on the following pages. It includes an outline on what should be contained within local recreation spaces. This helps confirm what elements require consideration when upgrading and adapting the existing ball courts into these new local pre-teen/ early teen and teen recreation hubs.

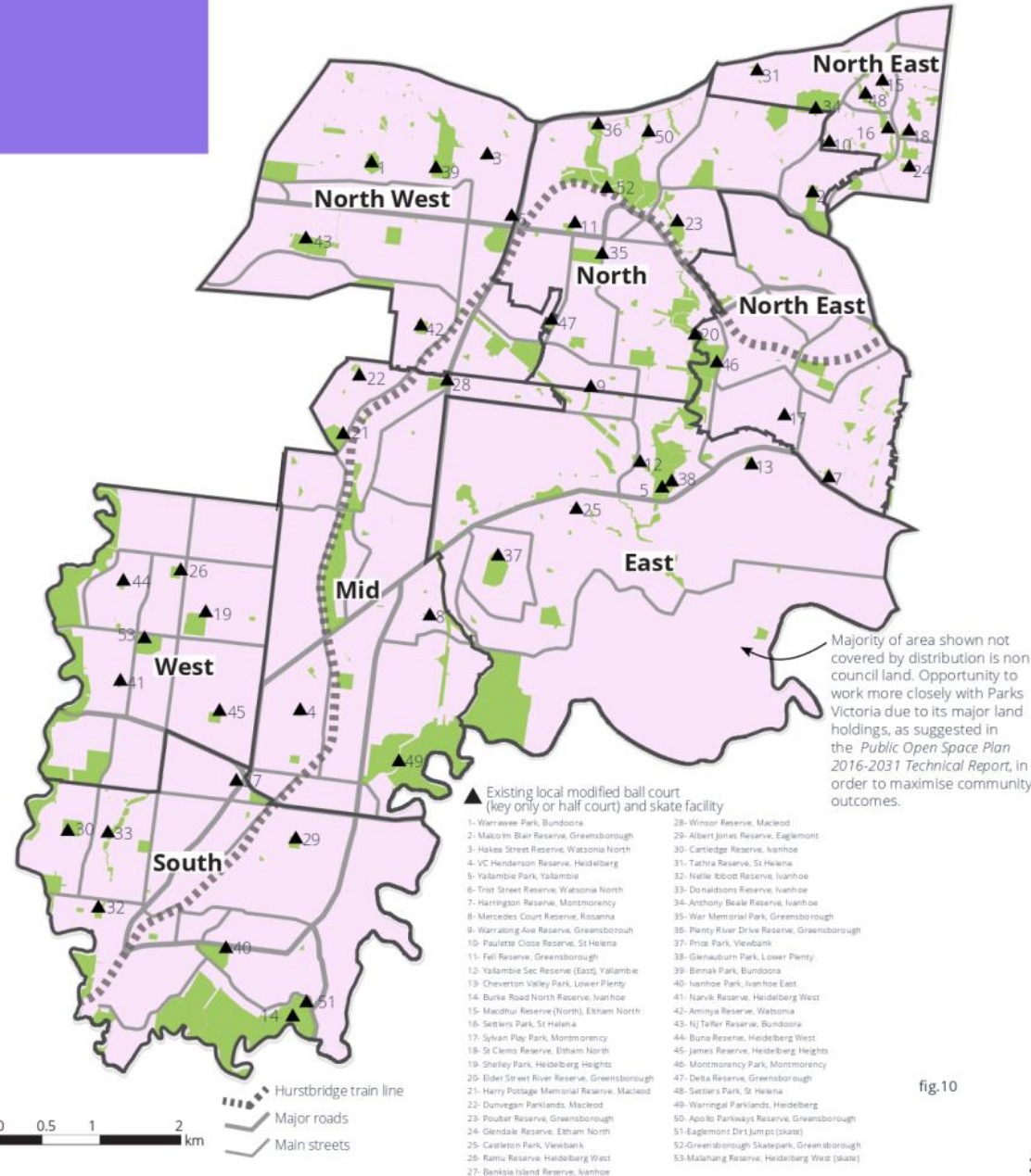


fig.10

Key youth space principles

Based on the outcomes of previous Council studies, youth recreation trends, the youth engagement undertaken for this study and the current significant youth population, there is a need for new youth spaces within Banyule. The following key principles should be adopted when considering these new spaces and places for young people.

Central & accessible locations

- Young people are naturally attracted to urban centres, transport nodes and shopping precincts. We should look to redevelop these spaces to better accommodate their needs.
- We should also ensure there are localised spaces in our neighbourhoods for pre-teen/ early teens (less independent) so these younger children can access fun and appropriate recreation spaces.

Diversity of opportunity

- We need to ensure the spaces we provide are diverse and accessible via public transport to ensure as many young people can enjoy them accordingly.
- We need to look at balancing the needs of both recreation and other cultural pursuits. Active recreation, music, art, events and other social opportunities could all be accommodated in high profile locations in places young people want to be.

Relevance to young people

- The spaces we create need to be relevant to young people. Spaces should be contemporary and fun and be flexible to accommodate changing trends and interests.
- Projection, events and multimedia assist in allowing spaces to be adaptable with changing content allowing spaces to evolve as interests change.

Communication & ownership

- Ensure young people have a voice and are appropriately engaged in what recreation activities are contained with these spaces.
- Allow them the opportunity to assist in confirming what events and activities are held in these spaces.

Safe and inclusive

- We need to make sure young people feel safe in these spaces. They need to have high natural surveillance and be in high profile locations with great sight lines. They need to include well designed night-time lighting with no blind spots to ensure young people feel safe traversing through the space when it is dark. They also need to consider the needs of all young people and be inclusive and welcoming.

24



Site Selection

Introduction

This section describes the site selection criteria that are applied when siting pre-teen/ early teen, teen and young adult recreation hubs across the City.

Finding the best locations

All spaces designed to accommodate pre-teen/ early teens, teens and young adults should be in accessible and highly visible locations and close to shops and public transport. Whilst the local facilities will be accommodated by utilising the existing ball courts, finding the right district facility is particularly important given its role in servicing young people in this northern and central region.

To assist in determining the best locations for all pre-teen/ early teen, teen and young adult spaces, a broad level site selection matrix has been created that indicates the key requirements for choosing the best possible sites for local recreation hubs and larger district spaces.

Existing district playspaces should also contain opportunities for older play for pre-teen/ early teens so whilst this framework discusses the types of play that should be considered for this age cohort, it focuses on existing ball courts only. Council can review and utilise some of the recommendations for local pre-teen/ early teen play and also apply them to existing regional playspaces.

The following is an outline of the recommended site selection criteria.

Site condition & scale

- Is the proposed site able to cater for adequate facility/ events? (dependent on the type/ scale of space)
- Can it also accommodate potential additional recreation elements as per the proposed model?
- Is the proposed site suitable for the proposed recreation facility when considering surrounding context and existing provision?
- Will the proposed site provide a recreation space unique to the locale?

Location / access to transport

- Are there appropriate access to local public transport at the proposed site?
- Is there other areas of interest for young people surrounding the site, such as shopping centres, schools, public transport hubs and recreation facilities?
- Are there pedestrian/footpath connections from transport nodes to the proposed site?
- Is there a safe drop off area or adequate car parking if applicable?
- Is there a local community/ youth centred organisation to assist with programming and overseeing the sites success?

Safety / security

- Is the site visually prominent with good public surveillance in line with CPTED (Crime Prevention Through Environmental Design) principles and for the promotion of the facility?
- Is the site a short distance from police response calls and does it provide ease of police access on scheduled routes?
- Can the site provide adequate emergency vehicle access (fire and ambulance)?
- Can the proposed site provide safe entry to and from the site and safe setbacks from busy roads, intersections and hazards such as vehicles/traffic (pedestrians, bike, cars etc) ?

Amenities

- Are associated amenities such as public toilets, water, rubbish bins, shelter and shade existing and available or cost effective to install at the site?
- Are the associated amenities of quality standard that are cost effective to maintain and repair?
- Is the site close to shops selling food and drink and is there potential for seasonal, peak time and/or event day food and drink outlets?
- Is there adequate seating/ areas for viewing to cater for larger community events?

The selection criteria are outlined in the table according to the following rating.

- Critically important to function appropriately
- Highly preferable to function appropriately
- Preferable to function appropriately
- Unnecessary to function appropriately

	District Recreation Space	Local Teen Recreation Space	Local Pre-teen/ early teen Recreation Space
Site condition & scale			
Ability to accommodate facility of minimum 2500 sq.m			
Ability to accommodate space for youth events			
Ability to accommodate space for broader community events			
Considers context and landscaping to integrate/ complement surroundings			
Opportunity to contain a mix of social seating - passive and active recreation opportunities (music, sport, art, multimedia, skate) to ensure locally relevant			
Location / access to transport			
Close proximity to commercial/community centre			
Close proximity to public transport/access			
Proximity to youth interest areas (shopping areas, schools, other recreation)			
Close proximity to community/service based organisation that can actively assist in programming the space			
Safety / security			
Good natural surveillance			
Appropriate safety & entry signage			
Emergency vehicle access			
Adequate car parking/drop-off			
Amenities			
Shelter/shade			
Drinking fountain			
Rubbish bins			
Toilets (close proximity)			
Designated seating and viewing areas			

A summary of the model

The following table summarises the key elements that should be considered when developing spaces and places for young people in Banyule.

Type	Target Age	Description and site considerations	Catchment	Length of Stay	Area (m2)	Connected Use	Specific types of elements to Consider
Local Pre-teen/ early teen Youth Space	Pre-teen/ early teens	<p>Nodes/hubs usually consist of low impact recreation elements which integrate within open spaces.</p> <p>These spaces should be well-located and highly visible.</p> <p>Nodes should be situated in locations close to existing primary schools and bike paths.</p> <p>Typically, these nodes should be integrated with other community focal points as local play spaces to encourage cross-generational interaction and ensuring a greater age range for play opportunities.</p>	1-1.5km	Short Stay based on more localised use of the minor elements provided	50-300 sq.m	Sports precinct Local playspace	<p>A mix of minor recreation elements that could include adventure play or obstacle courses, casual informal ball sport opportunities, climbing, multi-use games parkour, ping pong or futsal.</p> <p>There may also be local wheeled elements such as a small scooter track or Pumps Track or mix of skateable elements (street, plaza or transition). Given pre-teen/ early teen focus, elements should be geared towards entry level participation</p>
Local Teen/ Young adult Youth Space	Teens/ Young adults	<p>Nodes/hubs usually consist of low impact recreation elements which integrate within open spaces.</p> <p>These spaces should be well-located and highly visible.</p> <p>Nodes should be situated in locations with good pedestrian networks in central areas of neighbourhoods.</p> <p>Opportunities to also provide these nodes at community centres, libraries and youth centres is highly beneficial, in particular social spaces and event and performance spaces that can be managed/activated by the centres they are connected to.</p> <p>They can also be additions to an existing shopping centre or transport node to provide opportunities for young people at places that they are already naturally attracted to.</p>	1-1.5km	Short Stay based on more localised use of the minor elements provided	50-300 sq.m	Library, transport node, urban plaza Sports precinct	<p>A mix of minor recreation elements that could include fitness, obstacle courses, casual informal ball sport opportunities, climbing, multi-use games parkour, ping pong or futsal.</p> <p>There may also be local wheeled elements such as a small scooter track or Pumps Track or mix of skateable elements (street, plaza or transition).</p> <p>Art spaces and social seating areas should also be a priority Given teen focus, elements should be geared towards more intermediate level participation</p>
District Youth Space	All	<p>District recreation spaces should cater for a diverse array of activities which cater for a broad range of young people.</p> <p>A district recreation space can serve a number of different purposes. It can be either a purpose-built dedicated recreation facility such as a major skate park or it can be a combination of active recreation elements that provides a diverse range of opportunity for everyone in the community to enjoy.</p> <p>They need to be central and will attract people not only from the neighboring suburbs, but also attract young people and adults from the wider municipality.</p> <p>A district recreation space is generally located within a major activity centre and has convenient access to public transport. These spaces should be integrated with other community focal points to encourage cross-generational interactions.</p> <p>A district recreation space has the ability to cater for large numbers of users and the capacity to host small events such as competitions, demonstrations and youth events.</p>	3-5km	Long stay based on the space having a range of diverse elements to provide significant recreation opportunity	2500 sq.m+	Community Centre Events Plaza Active and public transport node	<p>An integrated large space with diverse opportunities for recreation, social connection and hanging out. Could include a large skatepark, event space, art exhibition space, designated multipurpose courts, significant fitness and parkour areas, some adventurous play spaces and a range of hangout and social seating spaces</p> <p>Given district focus, elements should be geared towards both beginner through to advanced level participation.</p>

Key action plan

The following is a suggested key action plan outlining the next steps in implementing the above study to ensure Banyule has sufficient youth spaces for pre-teen/ early teens, teens and young adults to enjoy.

Scale/ Type of Facility	Location	Target Age	Recommendations
Local Pre-teen/ early teen Youth Space	7 precincts of Banyule	Pre - teen/ early teens	Investigate locations and feasibility for walkable local pre-teen/ early teen youth spaces spread equitably across the 7 precincts contained in the Public Open Space Strategy
Local Teen/ Young adult Youth Space	7 precincts of Banyule	Teens/ Young adults	Investigate locations and feasibility for walkable local teen spaces spread equitably across the 7 precincts contained in the Public Open Space Strategy
District Youth Space	South of municipality	All	Investigate locations and feasibility for a district youth space to service the needs of pre-teen/ early teens, teens and young adults in the south of the municipality
District Youth Space	North of municipality	All	Investigate locations and feasibility for a district youth space to service the needs of pre-teen/ early teens, teens and young adults in the north of the municipality
-	-	-	Ensure that ongoing funds are allocated for the maintenance and renewal of facilities

Conclusion

This plan has been developed using a principle based approach that sets the foundations that spaces for young people are important and should be provided within the Banyule community. This has been further confirmed through extensive consultation with these young people.

With Council's support and adoption of this plan, following more detailed site investigation and feasibility to confirm appropriate locations, Banyule City Council should look at implementing a range of suitable and relevant new recreation spaces to cater for the diverse needs of young people across the municipality and rectify a large gap in the provision of appropriate spaces for this age cohort moving forward.





Banyule

CITY COUNCIL

Banyule City Council Reconciliation Action Plan (RAP) Advisory Committee

TERMS OF REFERENCE

These terms of reference were last reviewed and updated on 11 May 2021.

Name of Advisory Committee: Reconciliation Action Plan (RAP) Advisory Committee

1. INTRODUCTION

Banyule City Council values and is proud of its diversity. Banyule is a diverse community, made up of people from different cultures, beliefs, abilities, bodies, ages, sexualities, genders and identities. Council is committed to inclusion, access and equity for everyone. These principles foster cohesiveness, empower people and improve the wellbeing of the Banyule Community.

We uphold the right all people to have the opportunity to engage on the future of the Banyule community and collaborate to address issues that impact individuals, groups and the whole community. Engaging and empowering people to have a say on matters that affect them builds social cohesion and advisory committees play an important role.

Within Banyule there are a range of specific groups, with unique knowledge and lived experiences, who can provide specialised advice on specific subjects.

Banyule City Council formed Advisory Committees to ensure advice from these specific groups, consisting of a diverse range of perspectives from a cross section of the Banyule community, is reflected in decision-making and to support Council to achieve an uplift in community health, wellbeing, sustainability and prosperity.

Background to the Reconciliation Action Plan (RAP) Advisory Committee

The Reconciliation Action Plan (RAP) Advisory Committee (which replaced the former Aboriginal and Torres Strait Islander Advisory Committee) contributes to Council's commitment to engaging and supporting diverse communities as outlined in Banyule's Council Plan and *Innovate* Reconciliation Action Plan (RAP) September 2020 – September 2022.

In June 2015, Council established its first Aboriginal and Torres Strait Islander Advisory Committee to provide feedback to Council about the key issues and concerns of the Aboriginal and Torres Strait Islander community members in Banyule.

In 2009 Banyule Council adopted the Banyule Statement of Commitment to Indigenous Australians. This Statement was developed in partnership with Wurundjeri Woi-Wurrung Elders and marked the start of Council's commitment to working alongside the Traditional Custodial Owners of the land on which we live, work, meet and play, to advance the aspirations of our local Aboriginal and Torres Strait Islander communities.

2. AIMS AND OBJECTIVES

2.1 Aim

The aim of Reconciliation Action Plan (RAP) Advisory Committee is to provide Council with advice and information on Inclusion, Access and Equity issues facing Aboriginal and Torres Strait Islander communities and to oversee the development of Council's *Innovate* RAP between September 2020 and September 2022.

2.2 Key Objectives

1. Provide feedback and advice to Council on its policies, plans, services and projects that impact Aboriginal and Torres Strait Islander communities.
2. Consider and provide advice on key Government initiatives, programs and reviews that impact on Aboriginal and Torres Strait Islander communities.
3. Advocate on behalf of Aboriginal and Torres Strait Islander communities.
4. Assist Council to promote the benefits of diversity and enhance understanding about the barriers to equality facing Aboriginal and Torres Strait Islander communities.
5. Provide advice to Council in relation to its communication, engagement and consultation with Aboriginal and Torres Strait Islander communities.
6. Support and oversee the development, implementation and reporting phases of Council's *Innovate* RAP between September 2020 and September 2022.

Shared role and responsibilities supporting Council's RAP:

1. All RAP Advisory Committee members and Council staff attending RAP Advisory Committee meetings will perform the role of Council's RAP Working Group (RWG).
2. The RWG is considered the governing body of the RAP and RAP Advisory Committee members and Council staff must share in the commitment to fulfil this role and responsibility.
3. Under the guidelines of Reconciliation Australia's RAP [Good Practice Guide](#) and [Innovate RAP Framework](#) RAP Advisory Committee members and Council must meet at least **4 times per year**.
4. The RWG is ultimately responsible for the development, implementation and reporting phases of a RAP and RAP Advisory Committee members and Council staff must share in the commitment to fulfil these responsibilities.

3. GOOD GOVERNANCE

3.1 Community Engagement

Banyule City Council will uphold the community engagement principles specified in section 56 of the Local Government Act 2020.

3.2 Committee member obligations

In performing the role of Advisory Committee member, a person must:

- act with integrity
- impartially exercise their responsibilities in the interests of the local community; and
- not improperly seek to confer an advantage or disadvantage
- avoid conflicts between their Advisory Committee role and their personal and/ or professional interests and obligations.

These obligations relate to:

- misuse of position as a member of the Committee (Section 123)
- confidential information (Section 125) and
- conflict of interest (Sections 126 to 131).

See Appendix A for further information

3.3 Conflict of Interest

Conflict of interest is essentially about transparency. A failure to provide the right level of transparency or to take appropriate action may be perceived as an indicator of impropriety.

Where a member has a conflict of interest, they must advise the Chair in advance of the meeting and no later than the beginning of the meeting. The member must leave the meeting during discussion.

3.4 Confidentiality

Member email addresses provided to the Executive Support Officer will be shared with other members of this committee for the purpose of organising meetings and distributing shared information. Names of Committee members will be published in minutes and agendas, which will be made available on Council's website.

Under any other circumstances, permission will be sought from individual members before personal information is shared with any other Council staff or third party.

3.5 Code of Conduct

All members will:

- Act honestly and treat others with respect.
- Exercise due diligence and reasonable care.
- Not make improper use of their position or make improper use of information acquired because of their position.
- Support colleagues to raise issues or problems and have them dealt with in an honest and respectful manner.
- Have equal opportunity to participate in the committee discussions.
- Provide constructive feedback or complaints to the Advisory Committee via the Executive Support Officer prior to raising it at a committee meeting.

3.6 Extent of Authority

Committee members have an advisory role. Committee members do have not authority to:

- Expend money on behalf of Council.
- Speak on behalf of Council.
- Speak on behalf of the Advisory Committee.
- Commit Council to any arrangement.
- Consider any matters outside its area of reference.
- Direct Council officers in the performance of their duties.
- Make decisions behalf of Council.

The Committee has the authority to make recommendations to Council as outline in section 6.3.

3.7 Volunteers

Committee members, other than Councillors and staff, are volunteers. Following appointment by resolution by Council (or via delegation by the Director), Committee members must sign a declaration that they will abide by the Terms of Reference.

3.8 Child Safety

Committee members must comply with the Council's Child Safe Policy and uphold the commitment to the safety and wellbeing of children and the prevention of child abuse. As a volunteer, committee members fall under the Reportable Conduct Legislation.

4. MEMBERSHIP

The Reconciliation Action Plan (RAP) Advisory Committee will consist of the following members:

- The Reconciliation Action Plan (RAP) Advisory Committee membership will consist of up to **15** community and organisational members.
- One Councillor and one substitute Councillor
- Council staff are not considered members of the committee but provide support and assistance to the committee. A specific officer is assigned to the committee to provide Executive Support and will be the key contact for all members.

As far as practicable, the membership of the Committee will reflect:

- A diverse range of interests and experience, to provide a balance of perspectives.
- The demographics of the municipality.
- The geographic diversity of Banyule.

4.1 Councillor Membership:

Council will appoint two Councillor and two substitute Councillors for a one-year period.

Role of Councillor

- Act as the Chairperson of the committee (where appropriate).

- Acknowledge and value the diverse views of members.
- Listen to and represent the views of the committee by acting as the bridging link between the Council and the committee.
- Act as an advocate on behalf of the Committee on recommendations presented at Council.
- Give one week's notice to the Executive Support Officer if they are unable to attend, and request that the substitute Councillor to attend in their absence.
- Assist members to abide by the Code of Conduct and act if there are breaches by issuing: a verbal warning, followed by a written warning and then expulsion if behaviour/breach is not addressed satisfactorily.

Role of Chair

- Approve the agenda and the minutes.
- Guide the meeting according to the agenda and time available and facilitating fruitful discussions.
- Acknowledge and value the diverse views of members.
- Give one week's notice to the Executive Support Officer if they are unable to attend.
- Assist members to abide by the Code of Conduct and act if there are breaches by issuing: a verbal warning, followed by a written warning and then expulsion if behaviour/breach is not addressed satisfactorily.

4.2 Community and Organisational membership

Community and organisational members are voluntary and may hold a position on the committee for a term of two years. Council will seek representation from community and organisational members via the Recruitment process specified in section 6. The committee will consist of:

- Aboriginal and Torres Strait Islander community members who live or work in Banyule.
- Representatives from community organisations, agencies and service providers that have a focus on provision of services to Aboriginal and Torres Strait Islander communities in Banyule. These will include (but not limited to):
 - Barrbunin Beek Aboriginal Gathering Place Committee,
 - Banyule Community Health Services Aboriginal Health Team,
 - Reconciliation Banyule, and
 - Wurundjeri Woi-Wurrung Cultural Heritage Aboriginal Corporation.

Once appointed, community and organisational members will:

- Attend a minimum of 60% of all meetings.
- A member who is absent from two consecutive meetings without forwarding an apology, will be considered as having resigned from the committee.
- Sit for a maximum of 2 consecutive terms (4 years in total).
- Members can resign from the committee at any time, by notifying the Executive Support Officer.

- Prepare for, attend and actively participate in meetings. This includes:
 - Taking an active role in communicating the views of residents and organisations to Council.
 - Keeping the Committee informed of current and emerging developments, issues, opportunities and activities relevant to Council.
 - Respond to requests for input into and/or feedback on Council activities, policies and reports.
- Respond to communication from Council between meetings in a timely manner.
- Share relevant information with your networks as requested.
- Support Council events and initiatives, where possible.
- Volunteer for working groups, as appropriate.
- Assist Council with the evaluation and review of the Advisory Committee.

4.3 Council staff

A specific Council Officer will be assigned as the Executive Support Officer.

Once assigned, the Council Officer will:

- Act as the key contact for all members.
- Draft agendas, keep minutes of the meetings, follow up on actions identified in meetings.
- Provide access to objective, relevant and timely information to inform the participation of members between meetings.
- Support individuals to access reasonable support to enable meaningful and informed engagement.
- Ensure Recommendations made by the committee are presented to Council.
- If unavailable, the Council officer will arrange for a suitable substitute to perform the duties.

5. RECRUITMENT PROCESS

A fair and transparent process will be adopted to attract and select community and organisational members to the committee.

5.1 Advertising

Leading up to the expiration of the term of the current Committee, an Expression of Interest that invites applications from community members for the following term will be advertised through Council publications, social media, local media, and circulated through Committee network. The Expressions of Interest will be advertised for a minimum of 14 days.

Key organisations may be recruited directly by Council Officers.

5.2 Selection Criteria

Advisory Committee members will be able to demonstrate:

Essential criteria

- Live, work or study, or have a relevant connection with Banyule
- Knowledge and understanding of the needs and issues affecting Aboriginal and Torres Strait Islander communities in Banyule.
- An interest and involvement in local and/or broader Aboriginal and Torres Strait Islander community projects, advocacy and networks.
- Direct links to local Aboriginal and Torres Strait Islander community populations and/or organisations in Banyule.

Desirable criteria

- Experience and/or understanding of the role of an advisory committee.
- Experience and/or understanding supporting Reconciliation Action Plans (RAPs).
- An understanding of Local Government services and programs from an inclusion perspective.
- Knowledge and experience relating to State and Commonwealth Government Aboriginal and Torres Strait Islander policies, frameworks and strategies.

5.3 Selection process

An assessment panel of a (business unit) Manager and two Council officers will assess the applications against the selection criteria and the diversity principles specified in Section 4. Where appropriate, applications may be contacted for further information to aid decision making.

The assessment panel will make a recommendation regarding the filling of vacancies to Council via a report. Council (or the Director via delegation) will make the determination. All candidates will be notified of the outcome of their application in writing by Council.

Employees of Banyule City Council and contractors are ineligible to hold a position on the Committee if a conflict of interest exists.

Should positions become vacant during the term of the Committee, previous nominations may be considered to fill the vacancy. An Expression of Interest Process will be undertaken if there are no previous nominations that meet the criteria. Alternatively, representatives from specific cohorts can be sought out to join the Advisory Committee to ensure adequate representation as per Section 4. The Director has the delegation from Council to approve appointments to the Committee fill vacancies that arise part way through the term of the Advisory Committee.

5.4 Induction and orientation

An induction and orientation process will occur for all members at the beginning of the term of the Committee. This process will include:

- Briefing members on the expectations and requirements of membership of the Committee.

- Providing members with an overview of the structures and decision-making processes of key stakeholders, including Council.
- Introduction to any policies, plans or strategies
- Overview of key issues identified
- Establishing clear objectives and priorities for the two-year term of the Committee.
- Where appropriate, additional training relevant to the role may be offered to committee members.

An abridged induction and orientation will also be provided to new members who join the Committee mid-way during the Committee's term.

5.5 Co-opted members

The Committee may invite suitably skilled persons to join the Committee as a co-opted member for a specified purpose and period. A co-opted member joins the Committee in an advisory capacity and does not form part of the quorum.

6. MEETINGS

6.1 Frequency and duration

The (name) Advisory Committee will meet six times per year for a duration of up to two hours. Meetings may be held face-to-face, online or a combination of both. A call to the membership for agenda items will be issued two weeks prior and confirmed agendas will be distributed at least one week prior to the meeting. Minutes will be distributed to members for confirmation within two weeks of the meeting.

6.2 Quorum

A meeting will become an official Advisory Committee meeting once a quorum attends the meeting. The quorum for the committee is one Councillor plus half of the Aboriginal and Torres Strait Islander community members.

6.3 Making Recommendations

- A committee may decide to bring an action item to the attention of Council, for their consideration and possible adoption.
- The wording of the Recommendation will be developed with the assistance of the committee and the Executive Support Officer, voted on by the members (in a meeting with a quorum) and noted in the meeting minutes.
- Council staff and the Councillor will ensure the Recommendation is presented to Council in a timely manner.
- Council will decide if they adopt the Recommendation or not.
- Council's decision and rationale for the decision will be communicated back to the Committee at the following meeting after the Council decision is made, by the Chair.

6.4 Support to participate in meetings:

A sitting fee is extended to Aboriginal and Torres Strait Islander community members only.

The Aboriginal and Torres Strait Islander community member representatives are paid a \$60 sitting fee per meeting for the support function and responsibilities given to Council's RAP.

Note: This fee is intended to cover all community member costs for participation – any additional costs must be covered by the community member.

The payment process involves Aboriginal and Torres Strait Islander community members completing an agreement form on commencing with the group. The agreement includes bank account details and stipulates to members that the sitting fee payment will only be paid if members are noted as attending in meeting minutes.

All other committee members are entitled to reasonable support to enable meaningful and informed engagement. To allow for diverse participation, and considering the various circumstances of members, Council can support participation of members through provision of assistance, including but not limited to:

- Hearing loops
- Translators
- Provision of refreshments at face-to-face meetings
- Transport vouchers
- Child care reimbursement.

Individuals seeking support to participate are asked to contact the Executive Support Officer as soon as possible and prior to the meeting to discuss individual needs.

6.5 Working Groups

Working groups will be established as required to provide an opportunity for members to work collaboratively on specific issues, opportunities or projects. Membership of the working groups will be open to all members and non-members. A committee working group member will be nominated to provide feedback at the committee meetings.

7. MONITORING AND REPORTING

Record of Meetings to be tabled at Council Meetings

This committee is considered an informal meeting involving Councillors and in accordance with the Banyule Governance Rules the details of the meetings including topics discussed, attendees and any conflicts of interest declared will be recorded and tabled at the next convenient Council meeting; and recorded in the minutes of that Council meeting.

The minutes of meetings will be circulated to members via email for confirmation, and then placed on Council's website for viewing.

Recommendations and requests arising from meetings will be presented to Council for consideration. Responses to recommendations will be determined based on Council’s legislative role, stated commitments in Council’s Policies and Plans and budgetary processes.

RAP Advisory Committee and Council’s joint responsibilities to report on RAP outcomes:

- RAP Advisory Committee and Council will work together to report RAP achievements, challenges and learnings both internally and externally.
- Council in collaboration with RAP Advisory Committee to review and evaluate RAP progress against Council’s internal and external strategic measurements.
- Council to complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia.
- Jointly work towards reporting RAP progress to all staff and senior leaders quarterly.
- Jointly support Council to publicly report RAP progress annually.
- Council to participate in Reconciliation Australia’s biennial Workplace RAP Barometer.

RAP Advisory Committee and Council’s Shared Governance approach on overseeing Council’s RAP developments:

Action	Deliverables	Timeline	Responsibility
1.3. Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally.	5. Council to complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia.	30 Sept 2021 30 Sept 2022	Aboriginal Community and Social Planner.
	6. Report RAP progress to all staff and senior leaders quarterly.	Dec 2020 Mar 2021 June 2021 Sept 2021 Dec 2021 Mar 2022 June 2022	Aboriginal Community and Social Planner, Community and Social Planning Coordinator.
	7. Publicly report our RAP achievements, challenges and learnings, annually.	Oct 2021	Aboriginal Community and Social Planner, Community and Social Planning Coordinator.
	8. Investigate participating in Reconciliation Australia’s biennial Workplace RAP Barometer.	May 2022	Aboriginal Community and Social Planner, Community and Social Planning Coordinator.
1.4. Continue our reconciliation journey by developing our next RAP.	1. Register via Reconciliation Australia’s website to begin developing our next RAP.	Mar 2022	Community and Social Planning Coordinator.
1.5. Council in collaboration with BATSAC to review and evaluate RAP progress against Council’s internal and external strategic measurements.	1. Conduct a quarterly review of RAP deliverables and measure progress against Council’s Inclusion Access and Equity Framework (IAEF) goals and strategies.	Dec 2020 Mar 2021 June 2021 Sept 2021 Dec 2021 Mar 2022 June 2022	Aboriginal Community and Social Planner, Community and Social Planning Coordinator, BATSAC.
	2. Conduct annual review of progress made on RAP deliverables and measure against Reconciliation Australia’s five critical dimensions.	Sept 2021 Sept 2022	Aboriginal Community and Social Planner, Community and Social Planning Coordinator, BATSAC.
	3. Conduct annual review of RAP outcomes to against Council Plan themes and strategies.	Sept 2021 Sept 2022	Aboriginal Community and Social Planner, Community and Social Planning Coordinator, BATSAC.

Appendix A

Local Government Act (LGA) 2020 Regulatory Obligations Guidance to Committee Members

LGA Section	Local Government Act Requirement
Misuse of Position	
123(1)	A member must not intentionally misuse their position to: <ol style="list-style-type: none"> a. Gain or attempt to gain, directly or indirectly, an advantage for themselves or for any other person; or b. Cause, or attempt to cause, detriment to the Council or another person
123(3)	Circumstances involving misuse of a position by a member of the committee include: <ol style="list-style-type: none"> a. Making improper use of information acquired as a result of being a member of the Committee; or b. Disclosing information that is confidential information; or c. Directing or improperly influencing, or seeking to direct or improperly influence, a member of Council staff; or d. Exercising or performing, or purporting to exercise or perform, a power, duty or function that the person is not authorised to exercise or perform; or e. Using public funds or resources in a manner that is improper or unauthorised; or f. Participating in a decision on a matter in which the member has a conflict of interest.
Confidential Information	
125	A member of the committee must not intentionally or recklessly disclose information that the member knows, or should reasonably know, is confidential information. There are some exemptions to this requirement, the key one being that if the information disclosed by the member has been determined by Council to be publicly available.
Conflicts of Interest	
126	A member of the Committee has a conflict of interest if the member has: <ol style="list-style-type: none"> a. A general conflict of interest as described in Section 127; or b. A material conflict of interest as described in Section 128.
127	A member of the committee has a general conflict of interest in a matter if an impartial, fair-minded person would consider that the members private interests could result in that member acting in a manner that is contrary to their public duty as a member of the Committee.
128	A member of the committee has a material conflict of interest in a matter if an affected person would gain a benefit or suffer a loss depending on the outcome of the matter.



Banyule

CITY COUNCIL

Banyule City Council Inclusive Banyule Advisory Committee

TERMS OF REFERENCE

These terms of reference were last reviewed and updated on 10 May 2021.

Inclusive Banyule

1. INTRODUCTION

Banyule City Council values and is proud of its diversity. Banyule is a diverse community, made up of people from different cultures, beliefs, abilities, bodies, ages, sexualities, genders and identities. Council is committed to inclusion, access and equity for everyone. These principles foster cohesiveness, empower people and improve the wellbeing of the Banyule Community.

We uphold the right all people to have the opportunity to engage on the future of the Banyule community and collaborate to address issues that impact individuals, groups and the whole community. Engaging and empowering people to have a say on matters that affect them builds social cohesion and advisory committees play an important role.

Within Banyule there are a range of specific groups, with unique knowledge and lived experiences, who can provide specialised advice on specific subjects.

Banyule City Council formed Advisory Committees to ensure advice from these specific groups, consisting of a diverse range of perspectives from a cross section of the Banyule community, is reflected in decision-making and to support Council to achieve an uplift in community health, wellbeing, sustainability and prosperity.

Background to the Inclusive Banyule Advisory Committee

Inclusive Banyule is a strategic advisory committee to assist with advocacy, partnership and strategic advice to oversee *Inclusive Banyule*, Council's social justice, employment, health and wellbeing and inclusive framework. Inclusive Banyule also links to the following population specific consultative groups:

1. Multicultural Committee
2. Disability and Inclusion Committee
3. LGBTIQ+ Committee

4. Aged Friendly City Committee

The Reconciliation Action Plan (RAP) Advisory Committee, which oversees the externally audited and assessed Reconciliation Action Plan, also feeds into the Inclusive Banyule Advisory Committee

2. AIMS AND OBJECTIVES

2.1 Aim

To provide a formal mechanism for Council to consult and engage with key stakeholders, seek specialist advice, enable community participation in advocacy, partnership and strategic advice to oversee *Inclusive Banyule*, Council's social justice, employment, health and wellbeing and inclusive framework

2.2 Key Objectives

The priority of the committee is to assist with the development, implementation and review of *Inclusive Banyule*, Council's social justice, employment, health and wellbeing and inclusive framework.

3. GOOD GOVERNANCE

3.1 Community Engagement

Banyule City Council will uphold the community engagement principles specified in section 56 of the Local Government Act 2020.

3.2 Committee member obligations

In performing the role of Advisory Committee member, a person must:

- act with integrity
- impartially exercise their responsibilities in the interests of the local community; and
- not improperly seek to confer an advantage or disadvantage
- avoid conflicts between their Advisory Committee role and their personal and/ or professional interests and obligations.

These obligations relate to:

- misuse of position as a member of the Committee (Section 123)
- confidential information (Section 125) and
- conflict of interest (Sections 126 to 131).

See Appendix A for further information

3.3 Conflict of Interest

Conflict of interest is essentially about transparency. A failure to provide the right level of transparency or to take appropriate action may be perceived as an indicator of impropriety.

Where a member has a conflict of interest, they must advise the Chair in advance of the meeting and no later than the beginning of the meeting. The member must leave the leave during discussion.

3.4 Confidentiality

Member email addresses provided to the Executive Support Officer will be shared with other members of this committee for the purpose of organising meetings and distributing shared information. Names of Committee members will be published in minutes and agendas, which will be made available on Council's website.

Under any other circumstances, permission will be sought from individual members before personal information is shared with any other Council staff or third party.

3.5 Code of Conduct

All members will:

- Act honestly and treat others with respect.
- Exercise due diligence and reasonable care.
- Not make improper use of their position or make improper use of information acquired because of their position.
- Support colleagues to raise issues or problems and have them dealt with in an honest and respectful manner.
- Have equal opportunity to participate in the committee discussions.
- Provide constructive feedback or complaints to the Advisory Committee via the Executive Support Officer prior to raising it at a committee meeting.

3.6 Extent of Authority

Committee members have an advisory role. Committee members do have not authority to:

- Expend money on behalf of Council.
- Speak on behalf of Council.
- Speak on behalf of the Advisory Committee.
- Commit Council to any arrangement.
- Consider any matters outside its area of reference.
- Direct Council officers in the performance of their duties.
- Make decisions behalf of Council.

The Committee has the authority to make recommendations to Council as outline in section 6.3.

3.7 Volunteers

Committee members, other than Councillors and staff, are volunteers. Following appointment by resolution by Council (or via delegation by the Director), Committee members must sign a declaration that they will abide by the Terms of Reference.

3.8 Child Safety

Committee members must comply with the Council's Child Safe Policy and uphold the commitment to the safety and wellbeing of children and the prevention of child abuse. As a volunteer, committee members fall under the Reportable Conduct Legislation.

4. MEMBERSHIP

The Inclusive Banyule Advisory Committee will consist of up to 22 members:

- Up to 10 organisational members
- 2 community representatives from the following 5 committees (10 community representatives in total)
 - Multicultural Committee
 - Disability and Inclusion Committee
 - LGBTIQ+ Committee
 - Aged Friendly City Committee
 - The Reconciliation Action Plan (RAP) Advisory Committee
- Two Councillor and two substitute Councillors.

As far as practicable, the membership of the Committee will reflect:

- A diverse range of interests and experience, to provide a balance of perspectives.
- The demographics of the municipality.
- The geographic diversity of Banyule.
- Key organisational members who are able to forward the aim of the Committee.

4.1 Councillor Membership:

Council will appoint one Councillor and one substitute Councillor for a one-year period.

Role of Councillor

- Act as the Chairperson of the committee (where appropriate).
- Acknowledge and value the diverse views of members.
- Listen to and represent the views of the committee by acting as the bridging link between the Council and the committee.
- Act as an advocate on behalf of the Committee on recommendations presented at Council.
- Give one week's notice to the Executive Support Officer if they are unable to attend, and request that the substitute Councillor to attend in their absence.
- Assist members to abide by the Code of Conduct and act if there are breaches by issuing: a verbal warning, followed by a written warning and then expulsion if behaviour/breach is not addressed satisfactorily.

Role of Chair

- Approve the agenda and the minutes.
- Guide the meeting according to the agenda and time available and facilitating fruitful discussions.
- Acknowledge and value the diverse views of members.
- Give one week's notice to the Executive Support Officer if they are unable to attend.
- Assist members to abide by the Code of Conduct and act if there are breaches by issuing: a verbal warning, followed by a written warning and then expulsion if behaviour/breach is not addressed satisfactorily.

4.2 Community and Organisational membership

Community and organisational members are voluntary and may hold a position on the committee for a term of two years. Council will seek representation from community and organisational members via the Recruitment process specified in section 6. The committee will consist of:

- Organisational representatives from key stakeholder organisations
- Community representatives from each of the 5 committees:

Once appointed, community and organisational members will:

- Attend a minimum of 60% of all meetings.
- A member who is absent from two consecutive meetings without forwarding an apology, will be considered as having resigned from the committee.
- Sit for a maximum of 2 consecutive terms (4 years in total).
- Members can resign from the committee at any time, by notifying the Executive Support Officer.
- Prepare for, attend and actively participate in meetings. This includes:
 - Taking an active role in communicating the views of residents and organisations to Council.
 - Keeping the Committee informed of current and emerging developments, issues, opportunities and activities relevant to Council.
 - Respond to requests for input into and/or feedback on Council activities, policies and reports.
- Respond to communication from Council between meetings in a timely manner.
- Share relevant information with your networks as requested.
- Support Council events and initiatives, where possible.
- Volunteer for working groups, as appropriate.
- Assist Council with the evaluation and review of the Advisory Committee.

4.3 Council staff

A specific Council Officer will be assigned as the Executive Support Officer.

Once assigned, the Council Officer will:

- Act as the key contact for all members.
- Draft agendas, keep minutes of the meetings, follow up on actions identified in meetings.
- Provide access to objective, relevant and timely information to inform the participation of members between meetings.
- Support individuals to access reasonable support to enable meaningful and informed engagement.

- Ensure Recommendations made by the committee are presented to Council.
- If unavailable, the Council officer will arrange for a suitable substitute to perform the duties.

5. RECRUITMENT PROCESS

5.1 Recruitment and Selection

A fair and transparent process will be adopted to attract and select community and organisational members to the committee.

Leading up to the expiration of the term of the current Committee, an Expression of Interest will be invited for the following term for two community members from each of the following committees:

- Multicultural Committee
- Disability and Inclusion Committee
- LGBTIQ+ Committee
- Aged Friendly City Committee
- Reconciliation Action Plan (RAP) Advisory Committee

Key organisations will be recruited directly by Council Officers, via a letter from the Director.

Employees of Banyule City Council and contractors are ineligible to hold a position on the Committee if a conflict of interest exists.

The Director has the delegation from Council to approve appointments to the Committee fill vacancies that arise part way through the term of the Advisory Committee.

5.2 Induction and orientation

An induction and orientation process will occur for all members at the beginning of the term of the Committee. This process will include:

- Briefing members on the expectations and requirements of membership of the Committee.
- Providing members with an overview of the structures and decision-making processes of key stakeholders, including Council.
- Introduction to any policies, plans or strategies
- Overview of key issues identified
- Establishing clear objectives and priorities for the two-year term of the Committee.
- Where appropriate, additional training relevant to the role may be offered to committee members.

An abridged induction and orientation will also be provided to new members who join the Committee mid-way during the Committee's term.

5.3 Co-opted members

The Committee may invite suitably skills persons to join the Committee as a co-opted member for a specified purpose and period. A co-opted member joins the Committee in an advisory capacity and does not form part of the quorum.

6. MEETINGS

6.1 Frequency and duration

The Inclusive Banyule Advisory Committee will meet at least quarterly. Meetings may be held face-to-face, online or a combination of both. A call to the membership for agenda items will be issued two weeks prior and confirmed agendas will be distributed at least one week prior to the meeting. Minutes will be distributed to members for confirmation within two weeks of the meeting.

6.2 Quorum

A meeting will become an official Advisory Committee meeting once a quorum attends the meeting. The quorum for the committee is one Councillor plus 50% of community and organisational members. Neither Councillors, nor Council staff, including the Executive Support Officer, have a vote under the quorum.

6.3 Making Recommendations

- A committee may decide to bring an action item to the attention of Council, for their consideration and possible adoption.
- The wording of the Recommendation will be developed with the assistance of the committee and the Executive Support Officer, voted on by the members (in a meeting with a quorum) and noted in the meeting minutes.
- Council staff and the Councillor will ensure the Recommendation is presented to Council in a timely manner.
- Council will decide if they adopt the Recommendation or not.
- Council's decision and rationale for the decision will be communicated back to the Committee at the following meeting after the Council decision is made, by the Chair.

6.4 Support to participate in meetings:

Participants are entitled to reasonable support to enable meaningful and informed engagement. To allow for diverse participation, and considering the various circumstances of members, Council can support participation of members through provision of assistance, including but not limited to:

- Hearing loops
- Translators
- Provision of refreshments at face-to-face meetings
- Transport vouchers

- Child care reimbursement.

Individuals seeking support to participate are asked to contact the Executive Support Officer as soon as possible and prior to the meeting to discuss individual needs.

6.5 Working Groups

Working groups will be established as required to provide an opportunity for members to work collaboratively on specific issues, opportunities or projects. Membership of the working groups will be open to all members and non-members. A committee working group member will be nominated to provide feedback at the committee meetings.

7. MONITORING AND REPORTING

Record of Meetings to be tabled at Council Meetings

This committee is considered an informal meeting involving Councillors and in accordance with the Banyule Governance Rules the details of the meetings including topics discussed, attendees and any conflicts of interest declared will be recorded and tabled at the next convenient Council meeting; and recorded in the minutes of that Council meeting.

The minutes of meetings will be circulated to members via email for confirmation, and then placed on Council's website for viewing.

Recommendations and requests arising from meetings will be presented to Council for consideration. Responses to recommendations will be determined based on Council's legislative role, stated commitments in Council's Policies and Plans and budgetary processes.

Appendix A

Local Government Act (LGA) 2020 Regulatory Obligations

Guidance to Committee Members

LGA Section	Local Government Act Requirement
Misuse of Position	
123(1)	A member must not intentionally misuse their position to: <ul style="list-style-type: none"> a. Gain or attempt to gain, directly or indirectly, an advantage for themselves or for any other person; or b. Cause, or attempt to cause, detriment to the Council or another person
123(3)	Circumstances involving misuse of a position by a member of the committee include: <ul style="list-style-type: none"> a. Making improper use of information acquired as a result of being a member of the Committee; or b. Disclosing information that is confidential information; or c. Directing or improperly influencing, or seeking to direct or improperly influence, a member of Council staff; or d. Exercising or performing, or purporting to exercise or perform, a power, duty or function that the person is not authorised to exercise or perform; or e. Using public funds or resources in a manner that is improper or unauthorised; or f. Participating in a decision on a matter in which the member has a conflict of interest.
Confidential Information	
125	A member of the committee must not intentionally or recklessly disclose information that the member knows, or should reasonably know, is confidential information. There are some exemptions to this requirement, the key one being that if the information disclosed by the member has been determined by Council to be publicly available.
Conflicts of Interest	
126	A member of the Committee has a conflict of interest if the member has: <ul style="list-style-type: none"> a. A general conflict of interest as described in Section 127; or b. A material conflict of interest as described in Section 128.
127	A member of the committee has a general conflict of interest in a matter if an impartial, fair-minded person would consider that the members private interests could result in that member acting in a manner that is contrary to their public duty as a member of the Committee.
128	A member of the committee has a material conflict of interest in a matter if an affected person would gain a benefit or suffer a loss depending on the outcome of the matter.



Banyule

CITY COUNCIL

Banyule City Council Arts and Culture Advisory Committee

TERMS OF REFERENCE

These terms of reference were last reviewed and updated on 11 May 2021.

Banyule Arts and Culture Advisory Committee (BACAC)

1. INTRODUCTION

Banyule City Council values and is proud of its diversity. Banyule is a diverse community, made up of people from different cultures, beliefs, abilities, bodies, ages, sexualities, genders and identities. Council is committed to inclusion, access and equity for everyone. These principles foster cohesiveness, empower people and improve the wellbeing of the Banyule Community.

We uphold the right all people to have the opportunity to engage on the future of the Banyule community and collaborate to address issues that impact individuals, groups and the whole community. Engaging and empowering people to have a say on matters that affect them builds social cohesion and advisory committees play an important role.

Within Banyule there are a range of specific groups, with unique knowledge and lived experiences, who can provide specialised advice on specific subjects.

Banyule City Council formed Advisory Committees to ensure advice from these specific groups, consisting of a diverse range of perspectives from a cross section of the Banyule community, is reflected in decision-making and to support Council to achieve an uplift in community health, wellbeing, sustainability and prosperity.

Background to the Banyule Arts and Culture Advisory Committee

The Banyule Arts & Cultural Advisory Committee (BACAC) was first established in 2009 and has assisted Council in the development of various policies and strategies including the Public Art Policy, Gallery Feasibility Study, Arts Plan 2013 – 2017, Arts and Culture Strategic Plan 2017 – 2021 and the Ivanhoe Library & Cultural Hub Programming & Activation Framework. The Committee has also participated in forums, workshops and sub-groups to aid the development of specific projects.

2. AIMS AND OBJECTIVES

2.1 Aim

To provide a formal mechanism for Council to consult with key stakeholders, seek specialist advice and enable community participation in the strategic development of arts, culture and heritage planning, policy and development.

2.2 Key Objectives

The priority of the committee is to assist with the development, implementation and review of current and future Arts and Culture Strategic Plans. Key objectives are:

- Assist Council to work strategically to encourage, foster, value and promote arts, culture and heritage in Banyule
- Assist in identifying and responding to key issues relating to arts, culture and heritage in Banyule
- Provide a consultative mechanism for Council on arts, culture and heritage programs and activities including Council's major events and festivals
- Advise and make recommendations for Council consideration relating to use and management of arts and cultural facilities and infrastructure
- Advise and make recommendations for Council consideration regarding the management and conservation of Councils Art Collection.
- Be an advocate for arts and cultural development in the community.

3. GOOD GOVERNANCE

3.1 Community Engagement

Banyule City Council will uphold the community engagement principles specified in section 56 of the Local Government Act 2020.

3.2 Committee member obligations

In performing the role of Advisory Committee member, a person must:

- act with integrity
- impartially exercise their responsibilities in the interests of the local community; and
- not improperly seek to confer an advantage or disadvantage
- avoid conflicts between their Advisory Committee role and their personal and/ or professional interests and obligations.

These obligations relate to:

- misuse of position as a member of the Committee (Section 123)
- confidential information (Section 125) and
- conflict of interest (Sections 126 to 131).

See Appendix A for further information

3.3 Conflict of Interest

Conflict of interest is essentially about transparency. A failure to provide the right level of transparency or to take appropriate action may be perceived as an indicator of impropriety.

Where a member has a conflict of interest, they must advise the Chair in advance of the meeting and no later than the beginning of the meeting. The member must leave the leave during discussion.

3.4 Confidentiality

Member email addresses provided to the Executive Support Officer will be shared with other members of this committee for the purpose of organising meetings and distributing shared information. Names of Committee members will be published in minutes and agendas, which will be made available on Council's website.

Under any other circumstances, permission will be sought from individual members before personal information is shared with any other Council staff or third party.

3.5 Code of Conduct

All members will:

- Act honestly and treat others with respect.
- Exercise due diligence and reasonable care.
- Not make improper use of their position or make improper use of information acquired because of their position.
- Support colleagues to raise issues or problems and have them dealt with in an honest and respectful manner.
- Have equal opportunity to participate in the committee discussions.
- Provide constructive feedback or complaints to the Advisory Committee via the Executive Support Officer prior to raising it at a committee meeting.

3.6 Extent of Authority

Committee members have an advisory role. Committee members do have not authority to:

- Expend money on behalf of Council.
- Speak on behalf of Council.
- Speak on behalf of the Advisory Committee.
- Commit Council to any arrangement.
- Consider any matters outside its area of reference.
- Direct Council officers in the performance of their duties.
- Make decisions behalf of Council.

The Committee has the authority to make recommendations to Council as outline in section 6.3.

3.7 Volunteers

Committee members, other than Councillors and staff, are volunteers. Following appointment by resolution by Council (or via delegation by the Director), Committee members must sign a declaration that they will abide by the Terms of Reference.

3.8 Child Safety

Committee members must comply with the Council's Child Safe Policy and uphold the commitment to the safety and wellbeing of children and the prevention of child abuse. As a volunteer, committee members fall under the Reportable Conduct Legislation.

4. MEMBERSHIP

The Arts and Culture Advisory Committee will consist of 17 members:

- Up to 15 community and/or organisational members
- One Councillor and one substitute Councillor

As far as practicable, the membership of the Committee will reflect:

- A diverse range of interests and experience, to provide a balance of perspectives.
- The demographics of the municipality.
- The geographic diversity of Banyule.

4.1 Councillor Membership:

Council will appoint two Councillors and two substitute Councillors for a one-year period.

Role of Councillor

- Act as the Chairperson of the committee (where appropriate).
- Acknowledge and value the diverse views of members.
- Listen to and represent the views of the committee by acting as the bridging link between the Council and the committee.
- Act as an advocate on behalf of the Committee on recommendations presented at Council.
- Give one week's notice to the Executive Support Officer if they are unable to attend, and request that the substitute Councillor to attend in their absence.
- Assist members to abide by the Code of Conduct and act if there are breaches by issuing: a verbal warning, followed by a written warning and then expulsion if behaviour/breach is not addressed satisfactorily.

Role of Chair

- Approve the agenda and the minutes.
- Guide the meeting according to the agenda and time available and facilitating fruitful discussions.
- Acknowledge and value the diverse views of members.
- Give one week's notice to the Executive Support Officer if they are unable to attend.

- Assist members to abide by the Code of Conduct and act if there are breaches by issuing: a verbal warning, followed by a written warning and then expulsion if behaviour/breach is not addressed satisfactorily.

4.2 Community and Organisational membership

Community and organisational members are voluntary and may hold a position on the committee for a term of two years. Council will seek representation from community and organisational members via the Recruitment process specified in section 6. The committee will consist of:

- Representatives from arts and cultural organisations within and outside of Banyule
- Practicing artists
- Creative Industries professionals or those with specialised skills relevant to Banyule's arts & cultural development.

Once appointed, community and organisational members will:

- Attend a minimum of 60% of all meetings.
- A member who is absent from two consecutive meetings without forwarding an apology, will be considered as having resigned from the committee.
- Sit for a maximum of 2 consecutive terms (4 years in total).
- Members can resign from the committee at any time, by notifying the Executive Support Officer.
- Prepare for, attend and actively participate in meetings. This includes:
 - Taking an active role in communicating the views of residents and organisations to Council.
 - Keeping the Committee informed of current and emerging developments, issues, opportunities and activities within the arts and cultural sector relevant to Council.
 - Respond to requests for input into and/or feedback on Council activities, policies and reports.
- Respond to communication from Council between meetings in a timely manner.
- Share relevant information with your networks as requested.
- Support Council events and initiatives, where possible.
- Volunteer for working groups, as appropriate.
- Assist Council with the evaluation and review of the Advisory Committee.

4.3 Council staff

A specific Council Officer will be assigned as the Executive Support Officer.

Once assigned, the Council Officer will:

- Act as the key contact for all members.

- Prepare agendas, keep minutes of the meetings, follow up on actions identified in meetings.
- Provide access to objective, relevant and timely information to inform the participation of members between meetings.
- Support individuals to access reasonable support to enable meaningful and informed engagement.
- Ensure Recommendations made by the committee are presented to Council.
- If unavailable, the Council officer will arrange for a suitable substitute to perform the duties.

5. RECRUITMENT PROCESS

A fair and transparent process will be adopted to attract and select community and organisational members to the committee.

5.1 Advertising

Leading up to the expiration of the term of the current Committee, an Expression of Interest that invites applications from community members for the following term will be advertised through Council publications, social media, local media, and circulated through Committee network. The Expressions of Interest will be advertised for a minimum of 14 days.

Key organisations may be recruited directly by Council Officers.

5.2 Selection Criteria

Advisory Committee members will be able to demonstrate:

Essential criteria

- Live, work or study, or have a relevant connection with Banyule
- Professional experience working in the contemporary arts, creative or cultural services fields
- Understanding of or involvement in the activities, interests and concerns of arts and cultural organisations, groups and individuals within the municipality

Desirable criteria

- Practising artist or industry professional
- Experience working with community groups, arts organisations or government
- Experience as an arts advocate, leader and influencer on arts and culture issues
- Experience in strategic planning and/or sponsorship and funding and/or policy development.

5.3 Selection process

An assessment panel of a (business unit) Manager and two Council officers will assess the applications against the selection criteria and the diversity principles specified in Section 4. Where appropriate, applications may be contacted for further information to aid decision making.

The assessment panel will make a recommendation regarding the filling of vacancies to Council via a report. Council (or the Director via delegation) will make the determination. All candidates will be notified of the outcome of their application in writing by Council.

Employees of Banyule City Council and contractors are ineligible to hold a position on the Committee if a conflict of interest exists.

Should positions become vacant during the term of the Committee, previous nominations may be considered to fill the vacancy. An Expression of Interest Process will be undertaken if there are no previous nominations that meet the criteria. Alternatively, representatives from specific cohorts can be sought out to join the Advisory Committee to ensure adequate representation as per Section 4. The Director has the delegation from Council to approve appointments to the Committee fill vacancies that arise part way through the term of the Advisory Committee.

5.4 Induction and orientation

An induction and orientation process will occur for all members at the beginning of the term of the Committee. This process will include:

- Briefing members on the expectations and requirements of membership of the Committee.
- Providing members with an overview of the structures and decision-making processes of key stakeholders, including Council.
- Introduction to any policies, plans or strategies
- Overview of key issues identified
- Establishing clear objectives and priorities for the two-year term of the Committee.
- Where appropriate, additional training relevant to the role may be offered to committee members.

An abridged induction and orientation will also be provided to new members who join the Committee mid-way during the Committee's term.

5.5 Co-opted members

The Committee may invite suitably skills persons to join the Committee as a co-opted member for a specified purpose and period. A co-opted member joins the Committee in an advisory capacity and does not form part of the quorum.

6. MEETINGS

6.1 Frequency and duration

The Arts and Culture Advisory Committee will meet at least quarterly for a duration of up to two hours. Meetings may be held face-to-face, online or a combination of both. A call to the membership for agenda items will be issued two weeks prior and confirmed agendas will be distributed at least one week prior to the meeting. Minutes will be distributed to members for confirmation within two weeks of the meeting.

6.2 Quorum

A meeting will become an official Advisory Committee meeting once a quorum attends the meeting. The quorum for the committee is one Councillor plus seven community and organisational members. Neither Councillors, nor Council staff, including the Executive Support Officer, have a vote under the quorum.

6.3 Making Recommendations

- A committee may decide to bring an action item to the attention of Council, for their consideration and possible adoption.
- The wording of the Recommendation will be developed with the assistance of the committee and the Executive Support Officer, voted on by the members (in a meeting with a quorum) and noted in the meeting minutes.
- Council staff and the Councillor will ensure the Recommendation is presented to Council in a timely manner.
- Council will decide if they adopt the Recommendation or not.
- Council's decision and rationale for the decision will be communicated back to the Committee at the following meeting after the Council decision is made, by the Chair.

6.4 Support to participate in meetings:

Participants are entitled to reasonable support to enable meaningful and informed engagement. To allow for diverse participation, and considering the various circumstances of members, Council can support participation of members through provision of assistance, including but not limited to:

- Hearing loops
- Translators
- Provision of refreshments at face-to-face meetings
- Transport vouchers
- Child care reimbursement.

Individuals seeking support to participate are asked to contact the Executive Support Officer as soon as possible and prior to the meeting to discuss individual needs.

6.5 Working Groups

Working groups will be established as required to provide an opportunity for members to work collaboratively on specific issues, opportunities or projects. Membership of the working groups will be open to all members and non-members. A committee working group member will be nominated to provide feedback at the committee meetings. BACAC working groups include but not limited to:

- Ivanhoe Library and Cultural Hub Working Group – activation and management of the Arts & Cultural elements of the facility.
- Art Collection Working Group- public art commissions, art collection acquisitions and management.
- Festivals Working Groups – specialist advice on the development & delivery of major festivals & events.

- Pinpoint Working Group – artist networking and professional development.
- Policy & Strategy Working Group – development, implementation, evaluation of Arts & Culture Strategic Plan and relevant supporting policies.

7. MONITORING AND REPORTING

Record of Meetings to be tabled at Council Meetings

This committee is considered an informal meeting involving Councillors and in accordance with the Banyule Governance Rules the details of the meetings including topics discussed, attendees and any conflicts of interest declared will be recorded and tabled at the next convenient Council meeting; and recorded in the minutes of that Council meeting.

The minutes of meetings will be circulated to members via email for confirmation, and then placed on Council's website for viewing.

Recommendations and requests arising from meetings will be presented to Council for consideration. Responses to recommendations will be determined based on Council's legislative role, stated commitments in Council's Policies and Plans and budgetary processes.

Appendix A**Local Government Act (LGA) 2020 Regulatory Obligations****Guidance to Committee Members**

LGA Section	Local Government Act Requirement
Misuse of Position	
123(1)	A member must not intentionally misuse their position to: <ul style="list-style-type: none"> a. Gain or attempt to gain, directly or indirectly, an advantage for themselves or for any other person; or b. Cause, or attempt to cause, detriment to the Council or another person
123(3)	Circumstances involving misuse of a position by a member of the committee include: <ul style="list-style-type: none"> a. Making improper use of information acquired as a result of being a member of the Committee; or b. Disclosing information that is confidential information; or c. Directing or improperly influencing, or seeking to direct or improperly influence, a member of Council staff; or d. Exercising or performing, or purporting to exercise or perform, a power, duty or function that the person is not authorised to exercise or perform; or e. Using public funds or resources in a manner that is improper or unauthorised; or f. Participating in a decision on a matter in which the member has a conflict of interest.
Confidential Information	
125	A member of the committee must not intentionally or recklessly disclose information that the member knows, or should reasonably know, is confidential information. There are some exemptions to this requirement, the key one being that if the information disclosed by the member has been determined by Council to be publicly available.
Conflicts of Interest	
126	A member of the Committee has a conflict of interest if the member has: <ul style="list-style-type: none"> a. A general conflict of interest as described in Section 127; or b. A material conflict of interest as described in Section 128.
127	A member of the committee has a general conflict of interest in a matter if an impartial, fair-minded person would consider that the members private interests could result in that member acting in a manner that is contrary to their public duty as a member of the Committee.
128	A member of the committee has a material conflict of interest in a matter if an affected person would gain a benefit or suffer a loss depending on the outcome of the matter.



Banyule

CITY COUNCIL

Banyule City Council Advisory Committee

TERMS OF REFERENCE

These terms of reference were last reviewed and updated on 11 March 2021.

Name of Advisory Committee: Banyule Environment and Climate Action Advisory Committee (BECAAC)

1. INTRODUCTION

Banyule City Council values and is proud of its diversity. Banyule is a diverse community, made up of people from different cultures, beliefs, abilities, bodies, ages, sexualities, genders and identities. Council is committed to inclusion, access and equity for everyone. These principles foster cohesiveness, empower people and improve the wellbeing of the Banyule Community.

We uphold the right of all people to have the opportunity to engage on the future of the Banyule community and collaborate to address issues that impact individuals, groups and the whole community. Engaging and empowering people to have a say on matters that affect them builds social cohesion and advisory committees play an important role.

Within Banyule there are a range of specific groups, with unique knowledge and lived experiences, who can provide specialised advice on specific subjects.

Banyule City Council formed Advisory Committees to ensure advice from these specific groups, consisting of a diverse range of perspectives from a cross section of the Banyule community, is reflected in decision-making and to support Council to achieve an uplift in community health, wellbeing, sustainability and prosperity.

2. BACKGROUND

The Banyule Environment and Climate Action Advisory Committee (BECAAC) (Formally BEAC) was established in December 1995 as a formal Council advisory committee to provide on-going community input to Council from residents committed to and concerned about a sustainable environment, particularly in relation to the development and implementation of strategic environmental documents and programs.

2.1 Key objective

The priority of the committee is to be a conjoint between the community and Council. BECAAC members are representatives of the diverse Banyule community and are appointed to work constructively with Council to input into environmental and climate action strategy.

2.2 Additional Objectives

- **Providing advice** to Council and Council officers on the development and implementation of Council's key environmental documents and initiatives including the Banyule Planet Environmental Policy and Strategy including the Corporate Emissions Reduction Plan (CERP) and the Community Climate Action Plan (CAP), periodic State of Environment (SOE) Reports and other related plans, strategies and initiatives.
- **Responding to requests** from Council for advice on environment matters.
- **Raising environmental issues** of interest or concern for Banyule's community.
- **Providing advice** and feedback on the achievement of Council's environmental policy, goals and strategies.
- **Making decisions** on the Council's Environment Grants Program.
- **Working collaboratively** with all members of BECAAC including Councillors, Council officers and community members to support Council to be aware of and to respond to current and emerging environment issues.

3. GOOD GOVERNANCE

3.1 Community Engagement

Banyule City Council will uphold the community engagement principles specified in section 56 of the Local Government Act 2020.

3.2 Committee member obligations

In performing the role of Advisory Committee member, a person must:

- act with integrity
- impartially exercise their responsibilities in the interests of the local community; and
- not improperly seek to confer an advantage or disadvantage
- avoid conflicts between their Advisory Committee role and their personal and/ or professional interests and obligations.

These obligations relate to:

- misuse of position as a member of the Committee (Section 123)
- confidential information (Section 125) and
- conflict of interest (Sections 126 to 131).

See Appendix A for further information

3.3 Conflict of Interest

Conflict of interest is essentially about transparency. A failure to provide the right level of transparency or to take appropriate action may be perceived as an indicator of impropriety.

Where a member has a conflict of interest, they must advise the Chair in advance of the meeting and no later than the beginning of the meeting. The member must leave the meeting during discussion.

3.4 Confidentiality

Member email addresses provided to the Executive Support Officer will be shared with other members of this committee for the purpose of organising meetings and distributing shared information. Names of Committee members will be published in minutes and agendas, which will be made available on Council's website.

Under any other circumstances, permission will be sought from individual members before personal information is shared with any other Council staff or third party.

3.5 Code of Conduct

All members will:

- Act honestly and treat others with respect.
- Exercise due diligence and reasonable care.
- Not make improper use of their position or make improper use of information acquired because of their position.
- Support colleagues to raise issues or problems and have them dealt with in an honest and respectful manner.
- Have equal opportunity to participate in the committee discussions.
- Provide constructive feedback or complaints to the Advisory Committee via the Executive Support Officer prior to raising it at a committee meeting.

3.6 Extent of Authority

Committee members have an advisory role. Committee members do not have authority to:

- Expend money on behalf of Council.
- Speak on behalf of Council.
- Speak on behalf of the Advisory Committee.
- Commit Council to any arrangement.
- Consider any matters outside its area of reference.
- Direct Council officers in the performance of their duties.
- Make decisions on behalf of Council.

The Committee has the authority to make recommendations to Council as outlined in section 6.3.

3.7 Volunteers

Committee members, other than Councillors and staff, are volunteers. Following appointment by resolution by Council (or via delegation by the Director), Committee members must sign a declaration that they will abide by the Terms of Reference.

3.8 Child Safety

Committee members must comply with the Council's Child Safe Policy and uphold the commitment to the safety and wellbeing of children and the prevention of child abuse. As a volunteer, committee members fall under the Reportable Conduct Legislation.

4. MEMBERSHIP

BECAAC consists of up to 12 members as follows;

- Up to four community members with experience or expertise in environmental issues related to the Planet portfolio
- Up to four community group representatives i.e. Transition Towns, Friends of, Neighbourhood houses
- Up to four professional representatives i.e. La Trobe University, Austin Hospital, small business
- Two Councillors & two substitute Councillors (Additional to the 12 community members)
- One Council Officer (Additional to the 12 community members)

As far as practicable, the membership of the Committee will reflect:

- A diverse range of interests and experience, to provide a balance of perspectives.
- The demographics of the municipality.
- The geographic diversity of Banyule.

4.1 Councillor Membership

Council will appoint two Councillors and two substitute Councillors for a one-year period.

Once appointed the Councillors will:

- Act as the Chairperson of the committee (where appropriate). This includes guiding the meeting according to the agenda and time available and facilitating fruitful discussions.
- Acknowledge and value the diverse views of members.
- Listen to and represent the views of the committee by acting as the bridging link between the Council and the committee.
- Act as an advocate on behalf of the Committee on recommendations presented at Council.
- Give one week's notice to the Executive Support Officer if they are unable to attend, and request that a substitute Councillor to attend in their absence.
- Assist members to abide by the Code of Conduct and act if there are breaches by issuing: a verbal warning, followed by a written warning and then expulsion if behaviour/breach is not addressed satisfactorily.

- Council's adopted CAP and CERP provide the strategic direction for our work with BECAAC.
- The Executive Support Officer will provide a two-year program for BECAAC meetings and this program will be discussed with the Councillor Chair and Director City Development to confirm the program.
- Agenda items will be called for prior to each meeting and the Councillor will be briefed on the Agenda prior to each meeting.

4.2 Community and Organisational membership

Community and organisational members are voluntary and may hold a position on the committee for a term of two years. Council will seek representation from community and organisational members via the Recruitment process specified in section 6. The committee will consist of:

- Up to four of residents who meet the selection criteria
- Up to eight of representatives from community groups & organisations, agencies and service providers who meet the selection criteria.

Once appointed, community and organisational members will:

- Attend a minimum of 60% of all meetings.
- A member who is absent from two consecutive meetings without forwarding an apology, will be considered as having resigned from the committee.
- Sit for a maximum of 2 consecutive terms (4 years in total).
- Members can resign from the committee at any time, by notifying the Executive Support Officer.
- Prepare for, attend and actively participate in meetings. This includes:
 - Taking an active role in communicating the views of residents and organisations to Council.
 - Keeping the Committee informed of current and emerging developments, issues, opportunities and activities relevant to Council.
 - Respond to requests for input into and/or feedback on Council activities, policies and reports.
- Respond to communication from Council between meetings in a timely manner.
- Share relevant information with your networks as requested.
- Support Council events and initiatives, where possible.
- Volunteer for working groups, as appropriate.
- Assist Council with the evaluation and review of the Advisory Committee.

4.3 Council staff

A specific Council Officer will be assigned as the Executive Support Officer.

Once assigned, the Council Officer will:

- Act as the key contact for all members.
- Prepare agendas, keep minutes of the meetings, follow up on actions identified in meetings.
- Provide access to objective, relevant and timely information to inform the participation of members between meetings.
- Support individuals to access reasonable support to enable meaningful and informed engagement.
- Ensure Recommendations made by the committee are presented to Council.
- If unavailable, the Council officer will arrange for a suitable substitute to perform the duties.

5. RECRUITMENT PROCESS

A fair and transparent process will be adopted to attract and select community and organisational members to the committee.

5.1 Advertising

Leading up to the expiration of the term of the current Committee, an Expression of Interest that invites applications from community members for the following term will be advertised through Council publications, social media, local media, and circulated through Committee network. The Expressions of Interest will be advertised for a minimum of 14 days.

Key organisations may be recruited directly by Council Officers.

5.2 Selection Criteria

Advisory Committee members will be able to demonstrate:

Essential criteria

- Live, work or study, or have a relevant connection with Banyule
- Professional experience working in the environment industry
- Membership of a community environment group
- Experience working with community groups, environment organisations or government
- Experience as an environment advocate or leader
- Experience in planning and/or community development and/or policy development
- Direct links to the local community and/ or relevant organisations in Banyule City Council

5.3 Selection process

An assessment panel of the Environment & Place Manager and two Council officers will assess the applications against the selection criteria and the diversity principles specified in Section 4. Where appropriate, applications may be contacted for further information to aid decision making.

The assessment panel will make a recommendation regarding the filling of vacancies to Council via a report. Council (or the Director via delegation) will make the determination. All candidates will be notified of the outcome of their application in writing by Council.

Employees of Banyule City Council and contractors are ineligible to hold a position on the Committee if a conflict of interest exists.

Should positions become vacant during the term of the Committee, previous nominations may be considered to fill the vacancy. An Expression of Interest Process will be undertaken if there are no previous nominations that meet the criteria. Alternatively, representatives from specific cohorts can be sought out to join the Advisory Committee to ensure adequate representation as per Section 4. The Director has the delegation from Council to approve appointments to the Committee fill vacancies that arise part way through the term of the Advisory Committee.

5.4 Induction and orientation

An induction and orientation process will occur for all members at the beginning of the term of the Committee. This process will include:

- Briefing members on the expectations and requirements of membership of the Committee.
- Providing members with an overview of the structures and decision-making processes of key stakeholders, including Council.
- Introduction to any policies, plans or strategies
- Overview of key issues identified
- Establishing clear objectives and priorities for the two-year term of the Committee.
- Where appropriate, additional training relevant to the role may be offered to committee members.

An abridged induction and orientation will also be provided to new members who join the Committee mid-way during the Committee's term.

5.5 Co-opted members

The Committee may invite suitably skills persons to join the Committee as a co-opted member for a specified purpose and period. A co-opted member joins the Committee in an advisory capacity and does not form part of the quorum.

6. MEETINGS

6.1 Frequency and duration

The Environment Advisory Committee will meet four times per year for a duration of up to two hours. Meetings may be held face-to-face, online or a combination of both. A call to the membership for agenda items will be issued two weeks prior and confirmed agendas will be distributed at least one week prior to the meeting. Minutes will be distributed to members for confirmation within two weeks of the meeting.

6.2 Quorum

A meeting will become an official Advisory Committee meeting once a quorum attends the meeting. The quorum for the committee is one Councillors plus seven community and organisational

members. Neither Councillors, nor Council staff, including the Executive Support Officer, have a vote under the quorum.

6.3 Making Recommendations

- A committee may decide to bring an action item to the attention of Council, for their consideration and possible adoption.
- The wording of the Recommendation will be developed with the assistance of the committee and the Executive Support Officer, voted on by the members (in a meeting with a quorum) and noted in the meeting minutes.
- Council staff and Councillors will ensure the Recommendation is presented to Council in a timely manner.
- Council will decide if they adopt the Recommendation or not.
- Council's decision and rationale for the decision will be communicated back to the Committee at the following meeting after the Council decision is made, by the Chair.

6.4 Support to participate in meetings:

Participants are entitled to reasonable support to enable meaningful and informed engagement. To allow for diverse participation, and considering the various circumstances of members, Council can support participation of members through provision of assistance, including but not limited to:

- Hearing loops
- Translators
- Provision of refreshments at face-to-face meetings
- Transport vouchers
- Child care reimbursement.

Individuals seeking support to participate are asked to contact the Executive Support Officer as soon as possible and prior to the meeting to discuss individual needs.

6.5 Working Groups

The BECAAC will operate working groups temporarily to address specific issues as they arise.

- Working groups will be established occasionally at the discretion of the Director of City Development
- Working groups can be requested by members of BECAAC and would require at least one member of BECAAC to sit on that working group
- Working groups will be administered by a Council Officer from the relevant department.
- If a working group is formed, the responsible officer will create the specific Terms of Reference (TOR) outlining;
 - Specific aims and objectives

- Term of working group – no longer than three months
- Meeting frequency and duration
- Membership make up and selection criteria

Working Group Membership

Membership will be outlined in working group specific TOR but will include;

- No more than eight (8) members.
- One Council Officer (Additional to the eight members)

Members of the working group/s must possess at least two of the following criteria;

- Professional experience working in the environment industry
- Membership of a community environment group
- Experience working with community groups, environment organisations or government
- Experience as an environment advocate or leader
- Experience in planning and/or community development and/or policy development
- The selection process will prioritise applications from nominees who live or work in Banyule

Working Group Terms of appointment

Term of appointment will be outlined in working group specific TOR but will be no more than three (3) months.

Working Group Monitoring and Reporting

All working groups will need a representative of BECAAC to proceed.

The BECAAC representative will be required to report back to the BECAAC on progress and outcomes of the working group.

Once disbanded, the responsible officer will report back to members of the working group/s on the outcomes of their work.

7. MONITORING AND REPORTING

Record of Meetings to be tabled at Council Meetings

This committee is considered an informal meeting involving Councillors and in accordance with the Banyule Governance Rules the details of the meetings including topics discussed, attendees and any conflicts of interest declared will be recorded and tabled at the next convenient Council meeting; and recorded in the minutes of that Council meeting.

The minutes of meetings will be circulated to members via email for confirmation, and then placed on Council's website for viewing.

Recommendations and requests arising from meetings will be presented to Council for consideration. Responses to recommendations will be determined based on Council's legislative role, stated commitments in Council's Policies and Plans and budgetary processes.

Appendix A

Local Government Act (LGA) 2020 Regulatory Obligations

Guidance to Committee Members

LGA Section	Local Government Act Requirement
Misuse of Position	
123(1)	A member must not intentionally misuse their position to: <ol style="list-style-type: none"> a. Gain or attempt to gain, directly or indirectly, an advantage for themselves or for any other person; or b. Cause, or attempt to cause, detriment to the Council or another person
123(3)	Circumstances involving misuse of a position by a member of the committee include: <ol style="list-style-type: none"> a. Making improper use of information acquired as a result of being a member of the Committee; or b. Disclosing information that is confidential information; or c. Directing or improperly influencing, or seeking to direct or improperly influence, a member of Council staff; or d. Exercising or performing, or purporting to exercise or perform, a power, duty or function that the person is not authorised to exercise or perform; or e. Using public funds or resources in a manner that is improper or unauthorised; or f. Participating in a decision on a matter in which the member has a conflict of interest.
Confidential Information	
125	A member of the committee must not intentionally or recklessly disclose information that the member knows, or should reasonably know, is confidential information. There are some exemptions to this requirement, the key one being that if the information disclosed by the member has been determined by Council to be publicly available.
Conflicts of Interest	
126	A member of the Committee has a conflict of interest if the member has: <ol style="list-style-type: none"> a. A general conflict of interest as described in Section 127; or b. A material conflict of interest as described in Section 128.
127	A member of the committee has a general conflict of interest in a matter if an impartial, fair-minded person would consider that the members private interests could result in that member acting in a manner that is contrary to their public duty as a member of the Committee.
128	A member of the committee has a material conflict of interest in a matter if an affected person would gain a benefit or suffer a loss depending on the outcome of the matter.



Banyule

CITY COUNCIL

Banyule City Council Population Committees (LGBTIQ+, Disability and Inclusion, Multicultural, Age-Friendly)

TERMS OF REFERENCE

These terms of reference were last reviewed and updated on 11 May 2021.

Banyule City Council Population Committees

INTRODUCTION

Banyule City Council values and is proud of its diversity. Banyule is a diverse community, made up of people from different cultures, beliefs, abilities, bodies, ages, sexualities, genders and identities. Council is committed to inclusion, access and equity for everyone. These principles foster cohesiveness, empower people and improve the wellbeing of the Banyule Community.

We uphold the right all people to have the opportunity to engage on the future of the Banyule community and collaborate to address issues that impact individuals, groups and the whole community. Engaging and empowering people to have a say on matters that affect them builds social cohesion and committees play an important role.

Within Banyule there are a range of specific groups, with unique knowledge and lived experiences, who can provide specialised advice on specific subjects.

Banyule City Council formed Committees to ensure advice from these specific groups, consisting of a diverse range of perspectives from a cross section of the Banyule community, is reflected in decision-making and to support Council to achieve an uplift in community health, wellbeing, sustainability and prosperity.

In 2021, Council develop an overarching Inclusive Banyule Advisory Committee, (IBAC) which includes members from multiple intersections across Banyule. The Population Committees will feed into the Inclusive Banyule Advisory Committee. The Inclusive Banyule Advisory Committee will meet a minimum of four times per year.

See **Appendix B** for specific information relating to the four Population Committees.

1. AIMS AND OBJECTIVES

Committee	Aims and Objectives
LGBTIQ+	To provide Council with advice and information on inclusion, access and equity issues facing the LGBTIQ+ community, and on the implementation and review of Council's LGBTIQ+ Plan.
Disability and Inclusion	To provide Council with Disability, Inclusion, Access, Equity and Human Rights advice and information on the evolving context of disability, and on the issues, barriers and challenges facing, the opportunities available to, and the aspirations of, people with disabilities in Banyule.
Multicultural	To provide Council with advice and information on the evolving context of multiculturalism, and on inclusion, access, equity and human rights issues, barriers and challenges facing, the opportunities available to, and the aspirations of, multicultural communities in Banyule.
Age-friendly	To provide Council with advice on older adult issues and ageing well in Banyule. The Age-friendly Committee will oversee the relevant strategic plan and Councils involvement in the World Health Organisations Global Network of Age-friendly Cities.

Key Objectives

2.

- Provide feedback and advice to Council on its policies, plans, services and projects that impact the Population Committee communities.
- Consider and provide advice on key Government initiatives, programs and reviews that impact on Population Committee communities.
- Advocate on Population Committee communities
- Assist Council to promote the benefits of diversity and enhance understanding about the barriers to equality facing Population Committee communities
- Provide advice to Council in relation to its communication, engagement and consultation with Population Committee communities
- Monitor the implementation of the Population Committees Action Plans.

3. GOOD GOVERNANCE

3.1 Community Engagement

Banyule City Council will uphold the community engagement principles specified in section 56 of the Local Government Act 2020.

3.2 Committee member obligations

In performing the role of Committee member, a person must:

- act with integrity
- impartially exercise their responsibilities in the interests of the local community; and

- not improperly seek to confer an advantage or disadvantage
- avoid conflicts between their Committee role and their personal and/ or professional interests and obligations.

These obligations relate to:

- misuse of position as a member of the Committee (Section 123)
- confidential information (Section 125) and
- conflict of interest (Sections 126 to 131).

See **Appendix A** for further information

3.3 Conflict of Interest

Conflict of interest is essentially about transparency. A failure to provide the right level of transparency or to take appropriate action may be perceived as an indicator of impropriety.

Where a member has a conflict of interest, they must advise the Chair in advance of the meeting and no later than the beginning of the meeting. The member must leave the leave during discussion.

3.4 Confidentiality

Member email addresses provided to the Executive Support Officer will be shared with other members of this committee for the purpose of organising meetings and distributing shared information. Names of Committee members will be published in minutes and agendas, which will be made available on Council's website.

Under any other circumstances, permission will be sought from individual members before personal information is shared with any other Council staff or third party.

3.5 Code of Conduct

All members will:

- Act honestly and treat others with respect.
- Exercise due diligence and reasonable care.
- Not make improper use of their position or make improper use of information acquired because of their position.
- Support colleagues to raise issues or problems and have them dealt with in an honest and respectful manner.
- Have equal opportunity to participate in the committee discussions.
- Provide constructive feedback or complaints to the Committee via the Executive Support Officer prior to raising it at a committee meeting.

3.6 Extent of Authority

Committee members do have not authority to:

- Expend money on behalf of Council.

- Speak on behalf of Council.
- Speak on behalf of the Committee.
- Commit Council to any arrangement.
- Consider any matters outside its area of reference.
- Direct Council officers in the performance of their duties.
- Make decisions behalf of Council.

The Committee has the authority to make recommendations to Council as outline in section 6.3.

3.7 Volunteers

Committee members, other than Councillors and staff, are volunteers. Following appointment by resolution by Council (or via delegation by the Director), Committee members must sign a declaration that they will abide by the Terms of Reference.

3.8 Child Safety

Committee members must comply with the Council's Child Safe Policy and uphold the commitment to the safety and wellbeing of children and the prevention of child abuse. As a volunteer, committee members fall under the Reportable Conduct Legislation.

4. MEMBERSHIP

The Committees will consist of the following members:

Committee	Membership
LGBTIQ+	<ul style="list-style-type: none"> • One Councillor • Up to 15 members
Disability and Inclusion	<ul style="list-style-type: none"> • One Councillor • up to twelve community members (people with a disability, their carers and families) • up to three agency, service provider and organisational members • an Executive Officer and other relevant Council staff
Multicultural	<ul style="list-style-type: none"> • One Councillor • up to ten community members (people from multicultural communities) • up to five agency, service provider and allied organisational members • an Executive Officer and other relevant Council staff
Age-friendly	<ul style="list-style-type: none"> • One councillor • 12 members • 6 individual community representatives • 6 representatives from community groups

	or volunteer representatives of community and not for profit organisations
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As far as practicable, the membership of the Committee will reflect:

- A diverse range of interests and experience, to provide a balance of perspectives.
- The demographics of the municipality.
- The geographic diversity of Banyule.

4.1 Councillor Membership:

Council will appoint one Councillor and one substitute Councillor for a one-year period.

Role of Councillor

- Act as the Chairperson of the committee (where appropriate).
- Acknowledge and value the diverse views of members.
- Listen to and represent the views of the committee by acting as the bridging link between the Council and the committee.
- Act as an advocate on behalf of the Committee on recommendations presented at Council.
- Give one week's notice to the Executive Support Officer if they are unable to attend, and request that the substitute Councillor to attend in their absence.
- Assist members to abide by the Code of Conduct and act if there are breaches by issuing: a verbal warning, followed by a written warning and then expulsion if behaviour/breach is not addressed satisfactorily.

Role of Chair

- Approve the agenda and the minutes.
- Guide the meeting according to the agenda and time available and facilitating fruitful discussions.
- Acknowledge and value the diverse views of members.
- Give one week's notice to the Executive Support Officer if they are unable to attend, and request that the substitute Councillor to attend in their absence.
- Assist members to abide by the Code of Conduct and act if there are breaches by issuing: a verbal warning, followed by a written warning and then expulsion if behaviour/breach is not addressed satisfactorily.

4.2 Community and Organisational membership

Community and organisational members are voluntary and may hold a position on the committee for a term of two years. Council will seek representation from community and organisational members via the Recruitment process specified in section 6. The committee will consist of:

Committee	Community and Organisational Membership
------------------	--

LGBTIQ+	<ul style="list-style-type: none"> • Up to 12 Banyule residents from the LGBTIQ+ community. Community members that identify as an Ally (a strong supporter of the LGBTIQ+ community) will also be considered • Up to 3 representatives from community organisations, agencies and service providers who have a focus on provision of services to LGBTIQ+ communities in Banyule. (Current community committee members will be involved in recruitment and selection of organisational appointments.)
Disability and Inclusion	<ul style="list-style-type: none"> • Up to 12 residents who meet the selection criteria • Up to 4 representatives from community organisations, agencies and service providers who meet the selection criteria.
Multicultural	<ul style="list-style-type: none"> • Up to ten residents who meet the selection criteria • Up to six of representatives from community organisations, agencies and service providers who meet the selection criteria.
Age-friendly	<ul style="list-style-type: none"> • 6 individual community representatives • 6 representatives from community groups or volunteer representatives of community and not for profit organisations

Once appointed, community and organisational members will:

- Attend a minimum of 60% of all meetings.
- A member who is absent from two consecutive meetings without forwarding an apology, will be considered as having resigned from the committee.
- Sit for a maximum of 2 consecutive terms (4 years in total).
- Members can resign from the committee at any time, by notifying the Executive Support Officer.
- Prepare for, attend and actively participate in meetings. This includes:
 - Taking an active role in communicating the views of residents and organisations to Council.

- Keeping the Committee informed of current and emerging developments, issues, opportunities and activities relevant to Council.
- Respond to requests for input into and/or feedback on Council activities, policies and reports.
- Respond to communication from Council between meetings in a timely manner.
- Share relevant information with your networks as requested.
- Support Council events and initiatives, where possible.
- Volunteer for working groups, as appropriate.
- Assist Council with the evaluation and review of the Committee at the completion of the term of the committee (every two years).

4.3 Council staff

A specific Council Officer will be assigned as the Executive Support Officer.

Once assigned, the Council Officer will:

- Act as the key contact for all members.
- Prepare agendas, keep minutes of the meetings, follow up on actions identified in meetings.
- Provide access to objective, relevant and timely information to inform the participation of members between meetings.
- Support individuals to access reasonable support to enable meaningful and informed engagement.
- Ensure Recommendations made by the committee are presented to Council.
- If unavailable, the Council officer will arrange for a suitable substitute to perform the duties.

5. RECRUITMENT PROCESS

A fair and transparent process will be adopted to attract and select community and organisational members to the committee.

5.1 Advertising

Leading up to the expiration of the term of the current Committee, an Expression of Interest that invites applications from community members for the following term will be advertised through Council publications, social media, local media, and circulated through Committee network. The Expressions of Interest will be advertised for a minimum of 14 days.

Key organisations may be recruited directly by Council Officers.

5.2 Selection Criteria

Committee members will be able to demonstrate:

Essential criteria

- Live, work or study, or have a relevant connection with Banyule
- Knowledge and understanding of the needs and issues related to the specific population committee to which they are a member
- Interest and involvement in local and/or broader projects, social and economic participation, inclusion, human rights and change-based advocacy or networks
- Direct links to local community populations and/or relevance organisations in Banyule

Desirable criteria

- Experience and/or understanding of the role of an advisory committee
- Specialist knowledge or interest in a topic or concept which related to the specific population committee to which they are a member
- An understanding of Local Government services and programs from an inclusion perspective
- Direct links to the local community and/ or relevant organisations in Banyule City Council

Permanent staff members of Banyule are not eligible to apply for membership.

5.3 Selection process

An assessment panel of a (business unit) Manager and two Council officers will assess the applications against the selection criteria and the diversity principles specified in Section 4. Where appropriate, applications may be contacted for further information to aid decision making.

The assessment panel will make a recommendation regarding the filling of vacancies to Council via a report. Council (or the Director via delegation) will make the determination. All candidates will be notified of the outcome of their application in writing by Council.

Employees of Banyule City Council and contractors are ineligible to hold a position on the Committee if a conflict of interest exists.

Should positions become vacant during the term of the Committee, previous nominations may be considered to fill the vacancy. An Expression of Interest Process will be undertaken if there are no previous nominations that meet the criteria. Alternatively, representatives from specific cohorts can be sought out to join the Committee to ensure adequate representation as per Section 4. The Director has the delegation from Council to approve appointments to the Committee fill vacancies that arise part way through the term of the Committee.

5.4 Induction and orientation

An induction and orientation process will occur for all members at the beginning of the term of the Committee. This process will include:

- Briefing members on the expectations and requirements of membership of the Committee.
- Providing members with an overview of the structures and decision-making processes of key stakeholders, including Council.
- Introduction to any policies, plans or strategies

- Overview of key issues identified
- Establishing clear objectives and priorities for the two-year term of the Committee.
- Where appropriate, additional training relevant to the role may be offered to committee members.

An abridged induction and orientation will also be provided to new members who join the Committee midway during the Committee's term.

5.5 Co-opted members

The Committee may invite suitably skills persons to join the Committee as a co-opted member for a specified purpose and period. A co-opted member joins the Committee in an advisory capacity and does not form part of the quorum.

6. MEETINGS

6.1 Frequency and duration

Meetings may be held face-to-face, online or a combination of both. A call to the membership for agenda items will be issued two weeks prior and confirmed agendas will be distributed at least one week prior to the meeting. Minutes will be distributed to members for confirmation within two weeks of the meeting.

Committee	Frequency and duration
LGBTIQ+	The LGBTIQ+ Committee will meet six times per year for a duration of up to two hours. The Committee usually meets on the second Thursday bi-monthly (from February 2021), for no less than 1.5 hours from 5.30pm.
Disability and Inclusion	The Banyule Disability (<i>Physical, Sensory, Intellectual, Mental Illness, Neuro-divergency and Psycho-Social</i>) and Inclusion Committee will meet six times per year for a duration of up to two hours. Meetings are typically held on a Wednesday evening from 5.30 – 7:00pm.
Multicultural	The Banyule Multicultural (<i>Asylum Seekers, Refugees, International Students and Culturally and Linguistically Diverse Communities</i>) Committee will meet six times per year for a duration of up to two hours. Meetings are typically held on a Tuesday evening from 5.30 – 7:00pm.
Age-friendly	The Age-friendly Committee will meet four times per year for a duration of up to two hours. Additional working group meetings will be scheduled as required. Working groups may form around a certain topic, activity or event,

	and Committee members with interest or expertise may volunteer to meet more frequently on that matter. See 6.5.
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6.2 Quorum

A meeting will become an official Committee meeting once a quorum attends the meeting.

Committee	Quorum
LGBTIQ+	A Quorum of the LGBTIQ+ Committee will consist of eight community and organisational members being present who vote in support of the Recommendation with the Councillor present. If there are less than 15 permanent members of the committee, half of the majority plus one shall form a quorum.
Disability and Inclusion	The quorum for the committee is one Councillor plus eight community and organisational members.
Multicultural	The quorum for the committee is one Councillor plus eight community and organisational members.
Age-friendly	The quorum for the committee is one Councillor plus 4 members.

Neither Councillors, nor Council staff, including the Executive Support Officer, have a vote under the quorum.

6.2 Making Recommendations

- A committee may decide to bring an action item to the attention of Council, for their consideration and possible adoption.
- The wording of the Recommendation will be developed with the assistance of the committee and the Executive Support Officer, voted on by the members (in a meeting with a quorum) and noted in the meeting minutes.
- Council staff and the Councillor will ensure the Recommendation is presented to Council in a timely manner.
- Council's decision and rationale for the decision will be communicated back to the Committee at the following meeting after the Council decision is made, by the Chair.

6.3 Support to participate in meetings:

Participants are entitled to reasonable support to enable meaningful and informed engagement. To allow for diverse participation, and considering the various circumstances of members, Council can support participation of members through provision of assistance, including but not limited to:

- Hearing loops

- Translators
- Provision of refreshments at face-to-face meetings
- Transport vouchers
- Child care reimbursement.

Individuals seeking support to participate are asked to contact the Executive Support Officer as soon as possible and prior to the meeting to discuss individual needs.

6.4 Working Groups

Working groups will be established as required to provide an opportunity for members to work collaboratively on specific issues, opportunities or projects. Membership of the working groups will be open to all members and non-members. A committee working group member will be nominated to provide feedback at the committee meetings.

7. MONITORING AND REPORTING

Record of Meetings to be tabled at Council Meetings

This committee is considered an informal meeting involving Councillors and in accordance with the Banyule Governance Rules the details of the meetings including topics discussed, attendees and any conflicts of interest declared will be recorded and tabled at the next convenient Council meeting; and recorded in the minutes of that Council meeting.

The minutes of meetings will be circulated to members via email for confirmation, and then placed on Council's website for viewing.

Recommendations and requests arising from meetings will be presented to Council for consideration. Responses to recommendations will be determined based on Council's legislative role, stated commitments in Council's Policies and Plans and budgetary processes.

Appendix A

Local Government Act (LGA) 2020 Regulatory Obligations

Guidance to Committee Members

LGA Section	Local Government Act Requirement
Misuse of Position	
123(1)	A member must not intentionally misuse their position to: <ol style="list-style-type: none"> a. Gain or attempt to gain, directly or indirectly, an advantage for themselves or for any other person; or b. Cause, or attempt to cause, detriment to the Council or another person
123(3)	Circumstances involving misuse of a position by a member of the committee include: <ol style="list-style-type: none"> a. Making improper use of information acquired as a result of being a member of the Committee; or b. Disclosing information that is confidential information; or c. Directing or improperly influencing, or seeking to direct or improperly influence, a member of Council staff; or d. Exercising or performing, or purporting to exercise or perform, a power, duty or function that the person is not authorised to exercise or perform; or e. Using public funds or resources in a manner that is improper or unauthorised; or f. Participating in a decision on a matter in which the member has a conflict of interest.
Confidential Information	
125	A member of the committee must not intentionally or recklessly disclose information that the member knows, or should reasonably know, is confidential information. There are some exemptions to this requirement, the key one being that if the information disclosed by the member has been determined by Council to be publicly available.
Conflicts of Interest	
126	A member of the Committee has a conflict of interest if the member has: <ol style="list-style-type: none"> a. A general conflict of interest as described in Section 127; or b. A material conflict of interest as described in Section 128.
127	A member of the committee has a general conflict of interest in a matter if an impartial, fair-minded person would consider that the members private interests could result in that member acting in a manner that is contrary to their public duty as a member of the Committee.
128	A member of the committee has a material conflict of interest in a matter if an affected person would gain a benefit or suffer a loss depending on the outcome of the matter.

Appendix B Population Committees Specific Information

LGBTIQ+:

Background - Council acknowledges that the wellbeing of certain groups, including our LGBTIQ+ community is impacted more than others and requires a greater level of attention. The LGBTIQ+ Committee contributes to Council's commitment to engaging and supporting diverse communities as outlined in Council's City Plan.

On 3 March 2014, Council established its first LGBTIQ+ Committee to provide feedback to Council about the key issues and concerns of the LGBTIQ+ community in Banyule. The LGBTIQ+ Committee assist in the implementation and oversight of Council's LGBTIQ+ Action Plan.

Multicultural (*Asylum Seekers, Refugees, International Students, Interfaith and Culturally and Linguistically Diverse Communities*):

Background - Council established this committee in January 2015 to provide input and feedback about the key issues and concerns of Banyule's multicultural communities, consistent with Council's commitment to engaging and supporting diverse communities. The Committee has played a key role in the development and implementation of Council's Multicultural Action Plan and advising Council on key issues relating to multicultural communities.

Key Objective - is to contribute to and inform the development of, and to assist and monitor the implementation of, Council's 2022-2026 Multicultural Plan and related multicultural policies, procedures and programs.

Membership - Wherever possible, the membership should have an interest in and a beginning working knowledge of the following human rights and social justice issues as they pertain to multicultural communities:

- Asylum seeker, refugee and new migrant needs, referral pathways and services
- Intergenerational culturally and linguistically diverse (CALD) communities
- Culturally inclusive employment, small business, income and social enterprise
- Culturally inclusive education and training, sport and recreation and arts and culture
- Accessible social housing, transport, food and medical, mental health and welfare services
- The social and mental health consequences and stigma associated with racism

Desirable criteria

- An interest in multicultural communities human rights as expressed through their full participation in economic and educational, sport and recreation and arts and cultural life, their access to social housing and accessible transport, and to identity expression, validation, celebration, solidarity and advocacy via participation in multicultural politics and culture
- An appreciation of intersectionality and how multiculturalism articulates with, and may be expressed across, gender, socio-economic status, culture and place (*including workplaces*)
- An understanding of the mental health consequences and stigma associated with racism

Disability and Inclusion (*Physical, Sensory, Intellectual, Mental Illness, Neuro-divergency and Psycho-Social*):

Background - Council established this committee in January 2015 to provide input and feedback about the key issues and concerns of people with a disability, their carers and families in Banyule, consistent with Council's commitment to engaging and supporting diverse communities. The Committee has played a key role in the development and implementation of Council's Disability Action Plan and advising Council on key issues relating to people with a disability.

Key Objective - is to contribute to and inform the development of, and to assist and monitor the implementation of, Council's 2022-2026 Disability Plan and related disability policies, procedures and programs.

Additional Objective - Consider and provide advice on key government initiatives, programs and reviews, in particular the National Disability Insurance Scheme, the Royal Commission into Violence, Abuse, Neglect and Exploitation of People with Disability, the Royal Commission into Victoria's Mental Health System, the Royal Commission into Aged Care Quality and Safety, and the Productivity Commission Inquiry into Mental Health.

Membership - Wherever possible, the membership should have an interest in and a beginning working knowledge of the following human rights and social justice issues as they pertain to people with disability:

- Inclusive employment, small business, income and social enterprise
- Inclusive education and training, sport and recreation and arts and culture
- Accessible social housing and transport
- Mental health and stigma associated with disability
- The National Disability Insurance Scheme

Desirable criteria

- Lived experience of at least one of the following: being a person with physical, sensory or intellectual disability or mental illness, neuro-divergency or psycho-social disability
- Lived experience of at least one of the following: caring for a person with physical, sensory or intellectual disability or mental illness, neuro-divergency or psycho-social disability
- An interest in people with disabilities human rights as expressed through their full participation in economic and educational, sport and recreation and arts and cultural life, their access to social housing and accessible transport, and to identity expression, validation, celebration, solidarity and advocacy through participation in disability politics and culture
- An appreciation of intersectionality and how disability articulates with, and may be expressed differently across, gender, socio-economic status, culture and place (*including workplaces*)
- An understanding of the mental health consequences and stigma associated with disability
- Participation in or an understanding of the aims of National Disability Insurance Scheme

Age-friendly

Background - In November 2014, Banyule was accepted by the World Health Organization as a member of the Global Network of Age-friendly Cities. In joining the Global Network, Council made a commitment to a cycle of continual improvement in influencing the health and quality of life of older people. A core aspect to the Age-friendly City approach is to include older people as active participants in the process.

The Age-friendly Committee was established in December 2014. This Committee brings various stakeholders together to support Banyule in being an Age-friendly City. The Age-friendly Committee provides feedback to Council about a range of issues that may influence policy, service and program development as it affects older people. Feedback provided assists Council to identify, articulate and respond appropriately to new and emerging issues and to develop and implement plans that benefit the community. The Age-friendly Committee does not have power to make policy decisions and is not legally responsible for the recommendations they make to Council.

In 2016 the Victorian government announced the Age-friendly Victoria Declaration, with Banyule becoming a signatory to the declaration. The Age-friendly Committee also developed the Age-friendly Banyule Policy Statement which was adopted by Council in September 2016.

The Banyule Older Adults Strategic Plan 2017 – 2021 provides a roadmap for Council and others to follow to support the health and wellbeing of all residents, particularly older adults. The Plan provides Council with nine clear areas of focus for the four-year period. The Age-friendly Committee at the time would oversee the implementation of this Plan. A future Strategic Plan will be similarly overseen by the future Committee. (2021-2022)

Key Objective - Contribute to the development of the related strategic plan, associated activities events, and other involvement in the World Health Organisation Global Network of Age-friendly Cities.

- Represent the views and needs of older adults within Banyule.
- Strengthen partnerships with residents, community groups and services in Banyule.
- Contribute to a cycle of continually assessing and improving Banyule's age-friendliness.

Age-friendly Policy Statement

The Age-friendly Policy Statement covers Council's commitment to an Age-friendly Banyule. It will support better planning that will address the needs of Banyule residents, enhancing the quality of life for people as they age.

An Age-friendly Banyule enables people to actively participate in their community and treats everyone with respect, regardless of their age. Banyule is a place that enables and encourages older people to stay connected to their community. That is a community which helps people stay healthy and active at all ages and provides support and advocacy for those who require it. Integral to the process is the inclusion of older people as active participants in the process.

PLANNING ASSESSMENT ATTACHMENT TO COUNCIL REPORT

14 Martin Street, Heidelberg

State and Local Planning Policy and Strategic Drivers

- It is considered that the proposed development is largely consistent with relevant State and Local Planning Policy Frameworks.
- The Heidelberg Activity Centre is identified in Clause 21.08-2 of the Scheme.
- The site is located within Precinct 4 – Medical Services.
- The LaTrobe Employment Cluster is another relevant strategic driver.
- An overall strategy of this Clause is to promote the clustering of regional, commercial and administrative land uses within the Commercial & Community Services Precinct and strengthen the wide range of health care, family support and other health related professional services by promoting/locating: – Next to the Warringal and Austin/Mercy hospitals in the Medical Services Precinct and Heidelberg Railway Station Precinct.
- It is noted that the abovementioned precincts are located adjacent to one another and that boundary between them is not readily identifiable on the ground as there is some bleed through of uses evident between the precincts.
- A relevant build form objective is to both ensure that the development of buildings at the interface with residential areas respect the desired future character of the residential area, and to conserve the heritage attributes of places with known heritage value by ensuring that new development is respectful and complementary to the heritage attributes of the area.
- Relevant Strategies within Precinct 4 include that Medical and allied services are encouraged in this precinct (other Section 2 Uses are still permitted) and Use and development in this precinct must not impinge upon the primary retail / commercial role of Precinct 3, or the primary residential role of Precinct 6.

Land Use:

- The proposed use of the land as an Office is a Section 2 use within the SUZ3, meaning that the use is permitted but a planning permit is required.
- The land is affected by other Overlay controls which are addressed separately within this report.
- The site is located within the Heidelberg Activity Centre, which functions as an integrated centre comprising seven separate precincts. Each of these precincts has defined environmental, land use or built form characteristics.
- The subject site is located within Precinct 4, the Medical Services Precinct, owing to its proximity to both the Austin and Warringal Hospitals, and a concentration of smaller medical offices for specialists and other allied health providers in the vicinity.
- Medical and allied services are encouraged in this precinct, and it is noted that use and development in this precinct must not impinge upon the primary retail / commercial role of Precinct 3.
- Clause 21.08-2 of the Banyule Planning Scheme sets out the following objective for the Heidelberg Major Activity Centre Medical Services Precinct, within which the subject site is located:

To strengthen the wide range of health care, family support and other health related professional services by promoting/locating: – Next to the Warringal and Austin/Mercy hospitals in the Medical Services Precinct and Heidelberg Railway Station Precinct.

- Schedule 3 to the Special Use Zone further emphasises the use of land for medical services within this precinct.
- Whilst the Office use is not one which is specifically encouraged in Precinct 4, the site is still relatively close to Precinct 3 and it is important to note that the Activity Centre is intended to be integrated and not function as separate precincts. Some bleed through of uses across precinct boundaries is to be expected.
- Office is a Section 2 Use within the SUZ3 and is therefore able to be entertained.
- As the Heidelberg Activity Centre continues to grow, the demand for modern office facilities will also continue to increase.
- New commercial buildings in an activity centre will greatly assist to create new local jobs which will be available for Banyule residents so that they do not have to travel out of the municipality to work and will encourage business to locate in Banyule.
- Importantly, the proposed building has appropriate floor to ceiling heights and other design features so that it could be readily converted for medical purposes if required in the future as per requirements within the Special Use Zone (SUZ3).

Car Parking and transport

- The subject site is located within the Banyule Principal Public Transport Network (PPTN) Area. Of significance, areas located with the PPTN have been identified as areas where high quality public transport services are or will be provided.
- The subject site is therefore considered to have good access to public transport services such as Heidelberg Railway Station, located approximately 650 meters from the site.
- The site also has good bicycle accessibility, primarily via the Main Yarra Trail that runs to the east of the site and Darebin Creek Trail that runs to the west.
- As advertised, a total of 98 car parking spaces are required pursuant to the Parking Overlay (Schedule 2) affecting the site for the 3291.2m² of Office usage proposed.
- The application proposed 60 on site car parking spaces located in the basement levels of the building.
- A condition on any permit issued will require that a contribution is made at the rate specified in the schedule to Clause 45.09 for the resulting shortfall of spaces. The funds collected will be utilised in relation to public parking projects within the Heidelberg Precinct Core Area. The calculated amount will reduce to 14 spaces commensurate with the reduction in height/office space being required by a permit condition.
- The car park layout is acceptable, with the submitted traffic report including all necessary turning diagrams demonstrating enough vehicle manoeuvring space.
- It was noted that the Traffic Report has not provided sufficient justification for parking reduction, that an access width of 6.2 metres is not wide enough for mechanical parking platform width of 2.6 metres, that a corner splay has not been provided on south side of the basement entrance, and that a proposed convex mirror is not in a position that will allow exiting motorists to see approaching pedestrians in sufficient time. It was also commented that a better system is required to address the sight visibility issues to the ramps on each level of the basement. Permit conditions requiring an amended traffic report and necessary amendments to plans will be required to address the abovementioned issues.
- Concern is raised about the location of the waste storage area, which requires users to carry waste out of the lift area then to walk down the loading bay to access the storage area. This issue can be addressed by way of a permit condition.
- A loading bay within the basement will be accessed via the main driveway from Martin Street.
- The Traffic Report includes turning diagram demonstrating that a medium wheelbase van will be able to access the loading bay from the main entrance. It is anticipated that this will be the largest sized vehicle that will regularly seek access for loading.

- A large door facilitating vehicle access from the laneway is included on plans. The applicant has clarified that this door has been included so that vehicle access can be gained to an electrical substation located in the basement for the initial installation and ongoing maintenance of substation equipment.
- Concern has been raised within objections and during a consultation meeting that this door was instead going to be used to gain access to the car park from the laneway, resulting in an increase in traffic utilising the laneway and exuberating existing congestion.
- Suitable permit conditions can ensure that this rear door is only used when required to undertake maintenance to the electrical substation, and not used for access to the car park by future occupants.
- According to the Banyule Planning Scheme, Clause 52.34, Table 1 to Clause 52.34-5 requires the following provision be made for bicycle parking:

Use	Employee/Resident	Visitor/Shopper/Student
Office other than specified in this table	1 to each 300 sq m of net floor area if the net floor area exceeds 1000 sq m	1 to each 1000 sq m of net floor area if the net floor area exceeds 1000 sq m

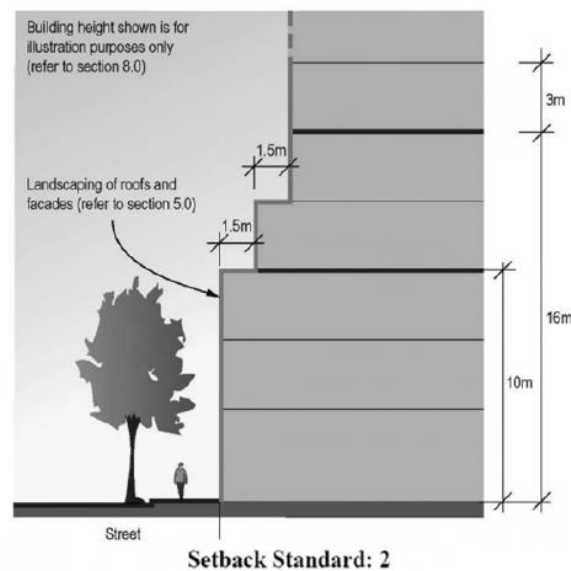
- 20 spaces are provided onsite, this considered satisfactory.
- According to the Banyule Planning Scheme, motorcycle parking must be provided at a rate of 1 space for every 20 car spaces. 5 spaces are provided onsite, this considered satisfactory.

DDO5:

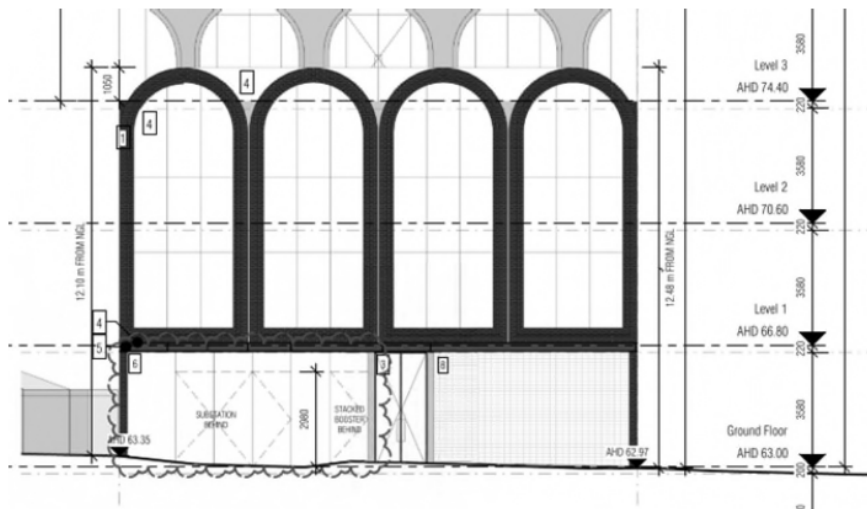
- There are numerous large buildings well in excess of the maximum preferred building height close to the subject site.
- At the Council Meeting of 12 April 2021, a planning application permitting the redevelopment of the Warringal Private Hospital was supported. This development will include a new large building with a maximum height of approximately 38.38 metres (excluding rooftop services such as lift overrun and other plant).
- An existing building at 8 Martin Street reaches a height of approximately 25 metres and the adjoining building at 10 Martin Street rises to a maximum height of approximately 30.5 metres when viewed from the street.
- Regarding topography, Martin Street slopes upward in a northerly direction, and the site itself slopes downward towards the east. As such, the front façade of the building has a height of 34.63 metres above NGL, whilst the rear wall has maximum height of 41.25 metres above NGL.
- Whilst Council can consider a variation to the maximum preferred building height in the DDO5, as noted above the relevant Design Objectives must be considered. The relevant Objectives in terms of height are:
 - Respecting the preferred scale and character of the Heidelberg Activity Centre; and
 - Protecting views from the public realm along and across the Burgundy Street valley.
- The maximum height of the proposal is taller than existing nearby large buildings (approx 1.5 to 3 storeys higher than the 8 and 10 Martin Street buildings. The DDO steps down in height on this site suggesting the outcome here should be 2 storeys less than outcomes at 8 and 10 Martin Street. It is considered that this difference would be very notable from various perspectives, therefore not respecting the preferred scale.
- Given that the difference in height equates to approximately two storeys, adding a condition to any permit issued requiring the deletion of levels 6 and 7 will provide a

better response in terms of preferred character but also still provide a more than satisfactory response to the other controls applicable to the site, and also retain the increased setbacks of level 8 as advertised. The car parking financial contribution would need to be recalculated to reflect the resulting reduced floor area.

- At the property boundary, the building can be constructed up to a maximum height of 10 metres. Buildings should be setback 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:



- Plans indicate that the building reaches 12.4 metres above NGL, before being setback an additional 5 metres. It is important to note however that the design of the front façade of the building incorporates arch shaped forms, and that there is a 1.05 metre difference in overall height across the front of the building:



- If a proposal does not meet a standard, it must be demonstrated how a proposal meets the Design Objectives.
- Relevant Design Objectives include:
 - Incorporating a combination of articulation, materials and colours to create visual interest.
 - Providing façade treatments that are sympathetic with nearby areas of parklands and vegetation.
 - Providing a sympathetic design response to nearby sites of known heritage value.
 - Providing building setbacks that create a sense of openness within the streetscape environment and maintain the amenity of peripheral residential and other sensitive uses.
 - Encouraging development to provide passive surveillance to the streetscape and other public areas.
 - Ensuring ground-level street frontages have activity and interest for pedestrians.
 - Ensuring car parking is appropriately screened by buildings and landscaping.
- The podium level of the development facing Martin Street incorporates a combination of articulation, materials, shapes and colours.
- The colours and materials are considered sympathetic to surrounding buildings, and the setbacks consistent with existing conditions.
- The façade contains numerous windows which will allow for passive surveillance to the streetscape, and the ground level artwork proposed will provide additional interest at street level.
- All car parking is proposed to be located within the basement.
- In addition to the building height and setback standards, buildings should incorporate the following General Design Standards, where applicable:
 - Buildings should provide a side setback above 10 metres to allow natural light to penetrate to the lower levels of buildings.
- Advertised plans show no setbacks to either of the side boundaries.
- It is noted however that the two existing large buildings on the eastern side of Martin Street have no setbacks to the side boundaries, and a variation to this Standard is considered warranted in this instance in order to maximise the available use of the limited space within Medical Services Precinct.

Design approach

- The proposal includes several design features attempting to add visual interest and assist to alleviate the impact of the development upon its surrounds.
- Such features include:
 - Architectural elements on the façade such as arch and circle shaped features.
 - A painted mural at street level which has been designed to not only provide visual interest but also to screen site services such as fire hydrants and service meters.
 - Planter boxes on the rear elevation at each floor level which renderings included with the plan set indicate will create a green wall effect once the plants establish.
 - Textured and coloured surfaces on the side elevations.
- It is recognised that there is only so much that can be done to provide visual interest to buildings of this type.
- The design features incorporated into the proposal are broadly consistent with those incorporated into similar recently constructed buildings of this type both in Banyule and Melbourne more generally.
- Conditions can be included on any permit issued requiring a Maintenance Plan for the plant wall and a time limit for when alternative treatments would need to be provided in the event the plants do not mature as predicted.

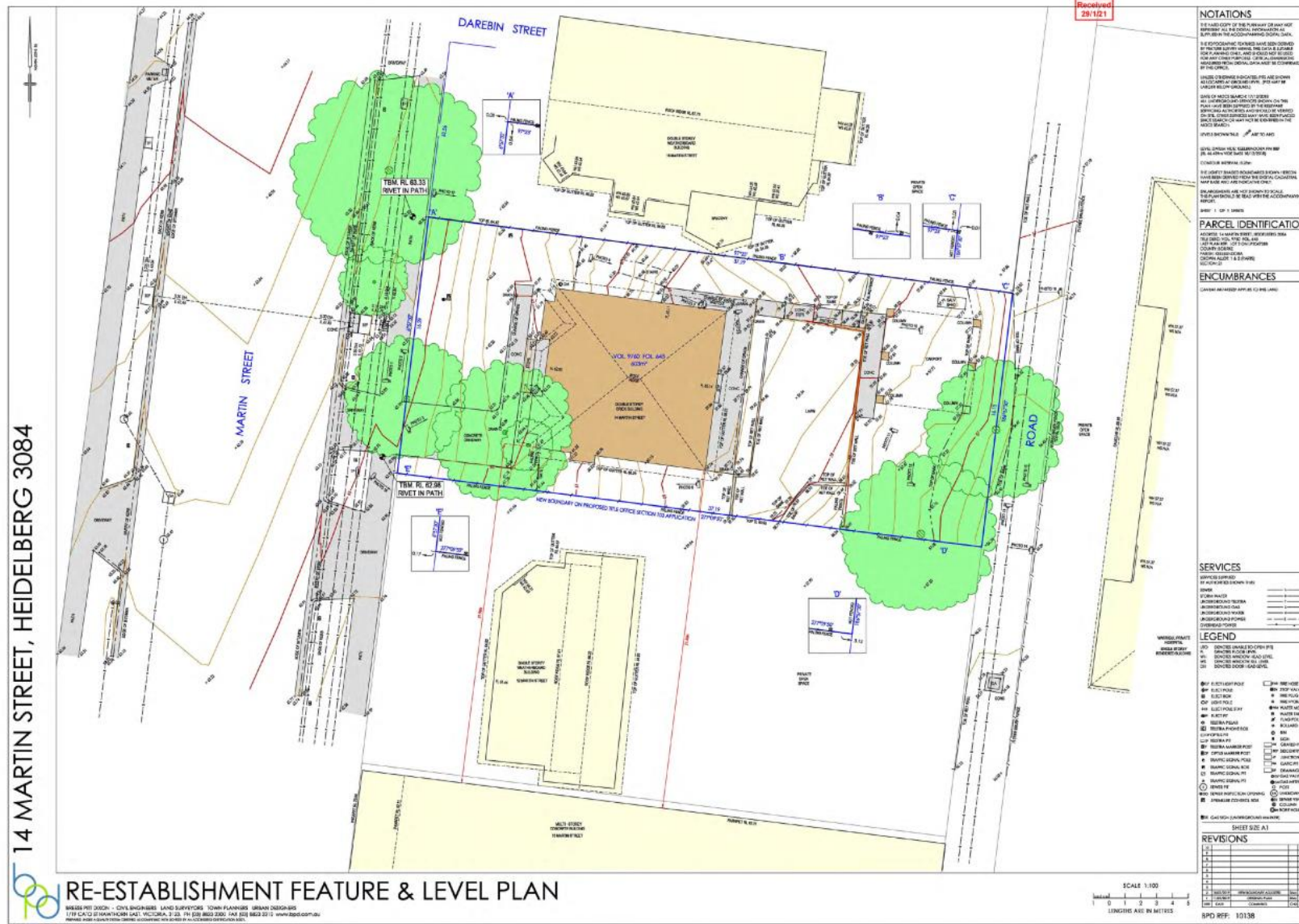
Heritage:

- The north elevation incorporates additional design detail comprising of circle shapes which provide a visual link to the circular architectural features on the front façade of the building. The north facing wall is also broken into upper and lower sections with different colours, the dividing line being located between the second and third floors of the building.
- The planning scheme does not provide an ability to apply the objectives of the Heritage Overlay to adjoining sites. In addition, in the case of the subject site there are also a number of competing controls which seek to support redevelopment and more intensive use of available land.
- The building on the adjoining site is deemed to have heritage significance for the following reasons:
 - East View is of architectural significance as a highly intact and illustrative example of the Arts and Crafts work of Harold Desbrowe Annear.
 - East View is of architectural significance as an outstanding example of Annear's work showing the architect's developing ideas for an Australian expression of Arts & Crafts architecture.
 - East View is of architectural significance as a particularly good example of a work displaying the early expressions of modern architecture in Australia.
- Whilst it cannot be argued that the construction of such a large building would have no impact upon the adjacent heritage place in terms of views to and from the site, the heritage building itself will remain and the reasons why it is significant will not change due to redevelopment of an adjoining site.
- Council's Heritage Consultant has recommended that the podium level external wall be treated in a more sympathetic way to lessen the impact the development will have on the heritage place. This can be made a permit condition.
- During the Online Consultation Meeting, the permit applicant explained how the construction method that will be used will ensure that the proposal will not undermine the structure of the heritage building, and that survey plans demonstrate the heritage building does not intrude over boundary between 14 and 16 Martin Street.
- It is considered that such a condition designed to lessen the impact the development will have on the heritage place are acceptable given the context of the site and the variety

of applicable policy controls which encourage proposals such as the one being considered by this report.

ESD

- This application requires further information to meet Council's Environmentally Sustainable Design (ESD) standards.
- Further information is required to be submitted or should a permit be issued, the following Deficiencies and Outstanding Information are to be conditioned as part of a planning permit to ensure Council's ESD standards are fully met:
 - Draft watermarks removed
 - Provide JV3 preliminary assessment to demonstrate energy reduction targets will be achieved and the BCA 2019 performance requirements will be met.
 - BESS and SMP reports to be amended to include accurate PV array sizing.
 - WELS ratings to be noted in plans, as per SMP commitments.
 - Showerheads to be included in BESS assessment (currently scoped out), as EoT facilities are provided with 7 showers.
 - Where effective natural ventilation is not achieved, it is recommended that ventilation systems to be designed to provide 50% more outdoor air (in L/s) than the minimum required by AS 1668:2012.
 - No external shading to western façade with a considerable amount of exposed glazing. Recommend additional adjustable exterior shading such as blinds, louvers, fins or similar to assist with summer heat loads and reduce glare.
 - Further information on the planter boxes system applied to the rear façade to be provided (covered in condition to prepare a Maintenance Plan for the plant wall).
 - Internal blinds to be provided to all east, west and north facing glazing.
 - Bicycle parking facilities for visitors must be provided, as per Clause 52.34. A minimum of 4 bicycle spaces is required, and 6 spaces are recommended.
 - Site or floor plans indicating location of designated electric vehicle parking bay(s) and location of charging infrastructure.
 - Recommend providing kitchen joinery will allow for separate disposal of soft plastic, organic, recycling and general waste.
 - An Implementation Plan section must be included to the SMP, to clearly identify each ESD measures and strategy together with its responsible party and stage of the project.
- It is considered that these deficiencies can be satisfactorily addressed by permit conditions.



14 MARTIN STREET, HEIDELBERG 3084

RE-ESTABLISHMENT FEATURE & LEVEL PLAN

BRISBANE SOUTH - CIVIL ENGINEERS LAND SURVEYORS TOWN PLANNERS URBAN DESIGNERS
 178 CALVERT STREET (EAST) VIC 3048, 2-28, PH (03) 8622 2000, FAX (03) 8622 2112, www.bspl.com.au

Revision	Issue	Checked	Date
F	For Review	KP	2020/09/11
G	For Review	KP	2020/09/14
H	For Review	KP	2020/09/22
I	For Review	KP	2020/09/25
J	For Town Planning Submission	KP	2020/09/28
K	For Town Planning Submission	KP	2020/09/29
L	For Town Planning Submission	KP	2020/10/05

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DRAWING LEGEND:

- 01 - CONCRETE CURB
- 02 - TYPED PLANES
- 03 - TYPED PLANES
- 04 - TYPED PLANES
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- 50 - TYPED PLANES

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 VIC 3084
 PH (03) 8622 2000
 FAX (03) 8622 2112
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ADVERTISED PLAN
 Application No. P1219/2020

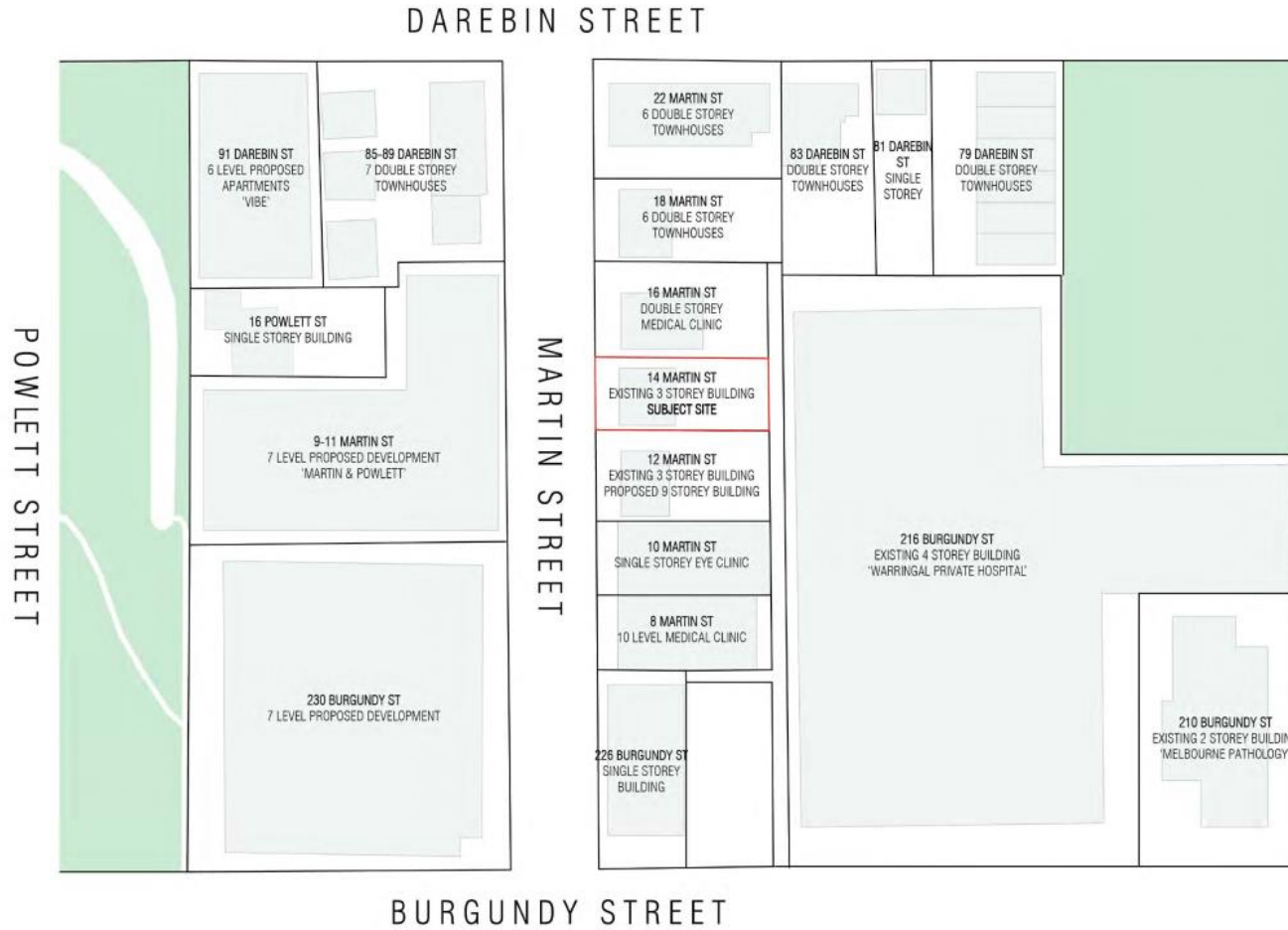
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REVISIONS

No.	Description	Date
1	Issue for Review	2020/09/11
2	Issue for Review	2020/09/14
3	Issue for Review	2020/09/22
4	Issue for Review	2020/09/25
5	Issue for Review	2020/09/28
6	Issue for Review	2020/09/29
7	Issue for Review	2020/10/05

SCALE: 1:100
 SHEET SIZE: A1
 SPD REF: 10138

Received
29/12/21



Revision	Issue	Checked	Date
H	For Review	KP	2020/09/22
I	For Review	KP	2020/09/25
J	For Town Planning Submission	KP	2020/09/28
K	For Town Planning Submission	KP	2020/09/29
L	For Town Planning Submission	KP	2020/10/05

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DRAWING LEGEND
 01 - 2D ARCHITECTURAL
 02 - 3D RENDERING
 03 - 3D EXTERIOR RENDERING
 04 - 3D INTERIOR RENDERING
 05 - 3D EXTERIOR RENDERING
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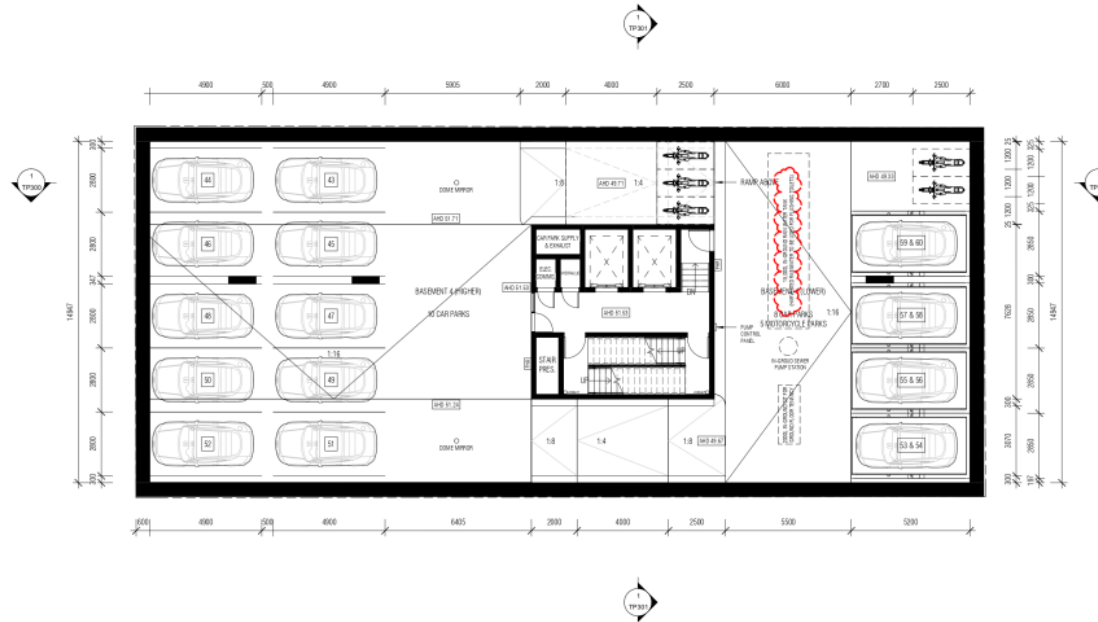


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 Tel: +61 3 8202 4722
 enquiry@kub.com.au www.kub.com.au

TITLE
 Context Diagram
ADDRESS
 14 Martin Street, Heidelberg
CLIENT
 14 Martin Pty Ltd
START DATE
 2020/09/22
DATE DRAWN
 2020/10/05
DRAWN
 JKL
SCALE
 1:1
REV
 1/2020 FOR ISSUE
DATE
 2020/10/05

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1 Proposed B4 Plan
1 : 100

Revision	Issue	Checked	Date
G	For Review	KP	2020/09/14
H	For Review	KP	2020/09/22
I	For Review	KP	2020/09/25
J	For Town Planning Submission	KP	2020/09/28
K	For Town Planning Submission	KP	2020/09/29
L	For Town Planning Submission	KP	2020/10/05
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NOTES:

DRAWING LEGEND:

- DC - COMMERCIAL DESIGN
- TP - TOWN PLANNING
- ST - STRUCTURE AND NOT FOR CONSTRUCTION
- ME - MECHANICAL SERVICES
- DD - DESIGN DEVELOPMENT

For RFI Submission

KUB
KAYELLAKIS URBAN DESIGN

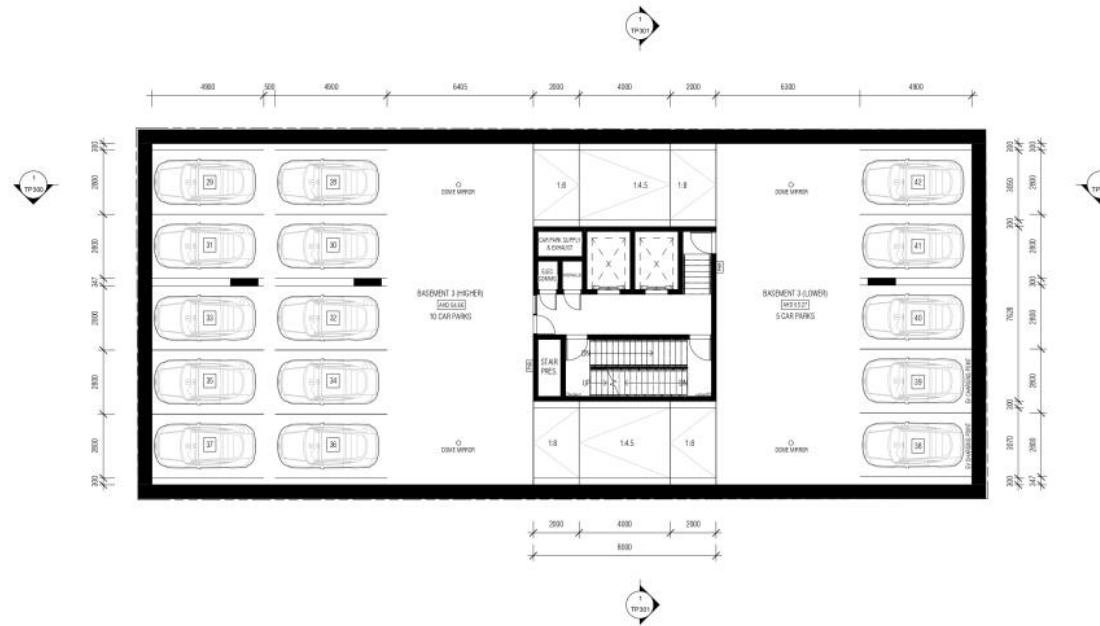
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TITLE: Proposed B4 Plan
ADDRESS: 14 Martin Street, Heidelberg
CLIENT: 14 Martin Pty Ltd

START DATE: 12/09/2020 DATE DRAWN: 12/09/2020 DRAWN: [Name] SCALE: 1:100 REV: 01 REASON FOR ISSUE: [Text]

Received
29/12/21



1 Proposed B3 Plan
1 : 100

Revision	Issue	Checked	Date
F	For Review	KP	2020/09/11
G	For Review	KP	2020/09/14
H	For Review	KP	2020/09/22
J	For Review	KP	2020/09/25
K	For Town Planning Submission	KP	2020/09/28
L	For Town Planning Submission	KP	2020/09/29
M	For Town Planning Submission	KP	2020/10/05

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DRAWING LEGEND
 BK - 2D/3D/4D/5D/6D/7D/8D
 TR - TOWN PLANNING
 ST - STRUCTURE
 ME - MECHANICAL
 EL - ELECTRICAL
 PL - PLUMBING
 HW - HEAVY WORK
 SD - SIGNAGE DEVELOPMENT

For Town Planning Submission

NOTE:

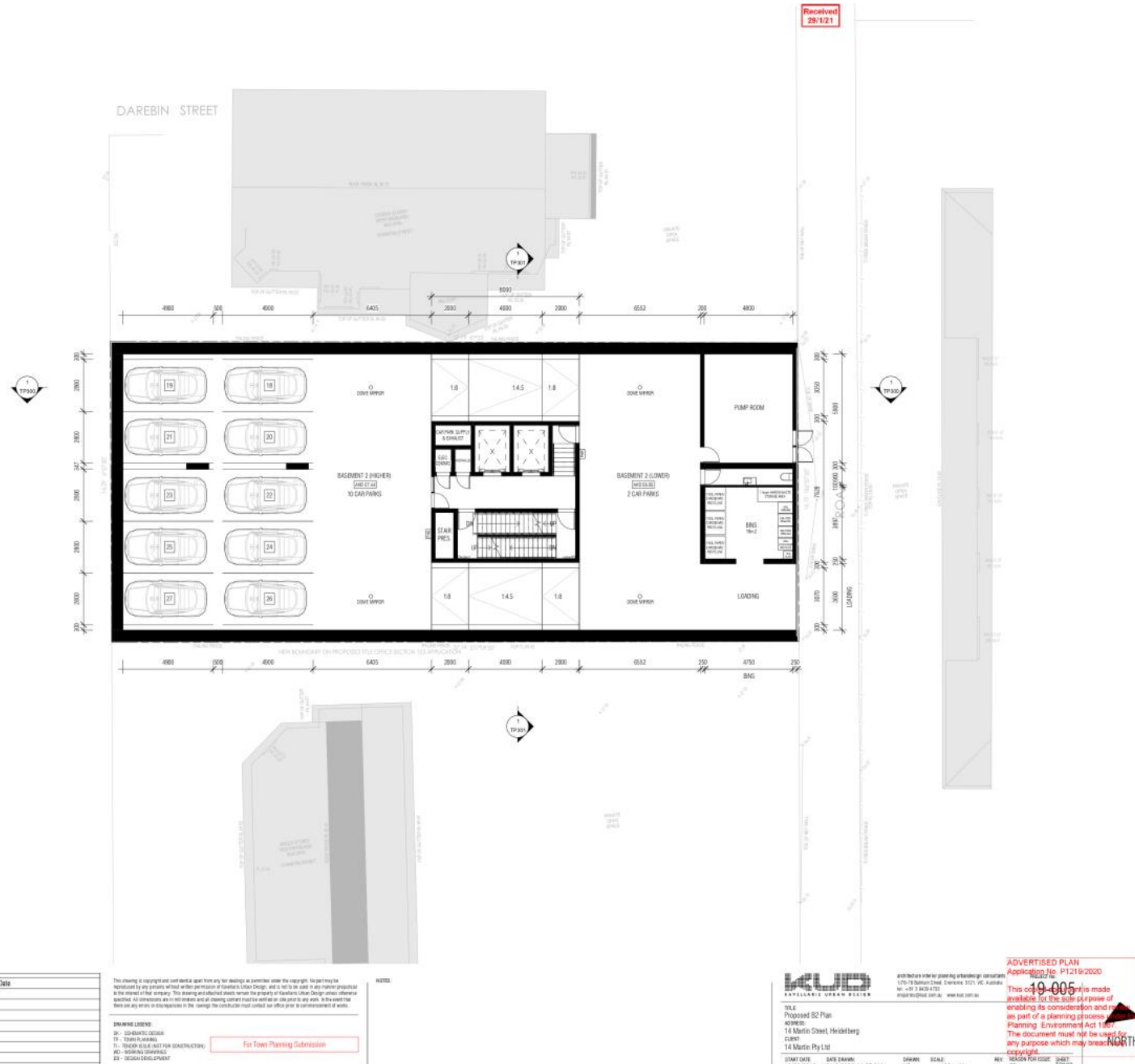
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VIC 3078
Australia
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enquiries@kub.com.au www.kub.com.au

START DATE: 12/09/2020
DATE DRAWN: 29/09/2020
DRAWN: [Name]
SCALE: 1:100
REV: 1
DESIGN FOR ISSUE: 3/2021

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 Application No. P1219/2020
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19-005

NORTH



1 Proposed B2 Plan
1 : 100

Revision	Issue	Checked	Date
F	For Review	KP	2020/09/11
G	For Review	KP	2020/09/14
H	For Review	KP	2020/09/22
I	For Review	KP	2020/09/25
J	For Town Planning Submission	KP	2020/09/28
K	For Town Planning Submission	KP	2020/09/29
L	For Town Planning Submission	KP	2020/10/05

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DRAWING LEGEND:

- DK - DIMENSIONED OUTLINE
- TP - TOWN PLANNING
- ST - STRUCTURE IS NOT FOR CONSTRUCTION
- RD - ROAD DEVELOPMENT
- DD - DESIGN DEVELOPMENT

For Town Planning Submission

KUB
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TITLE: Proposed B2 Plan
ADDRESS: 18 Martin Street, Heidelberg
CLIENT: 18 Martin Pty Ltd

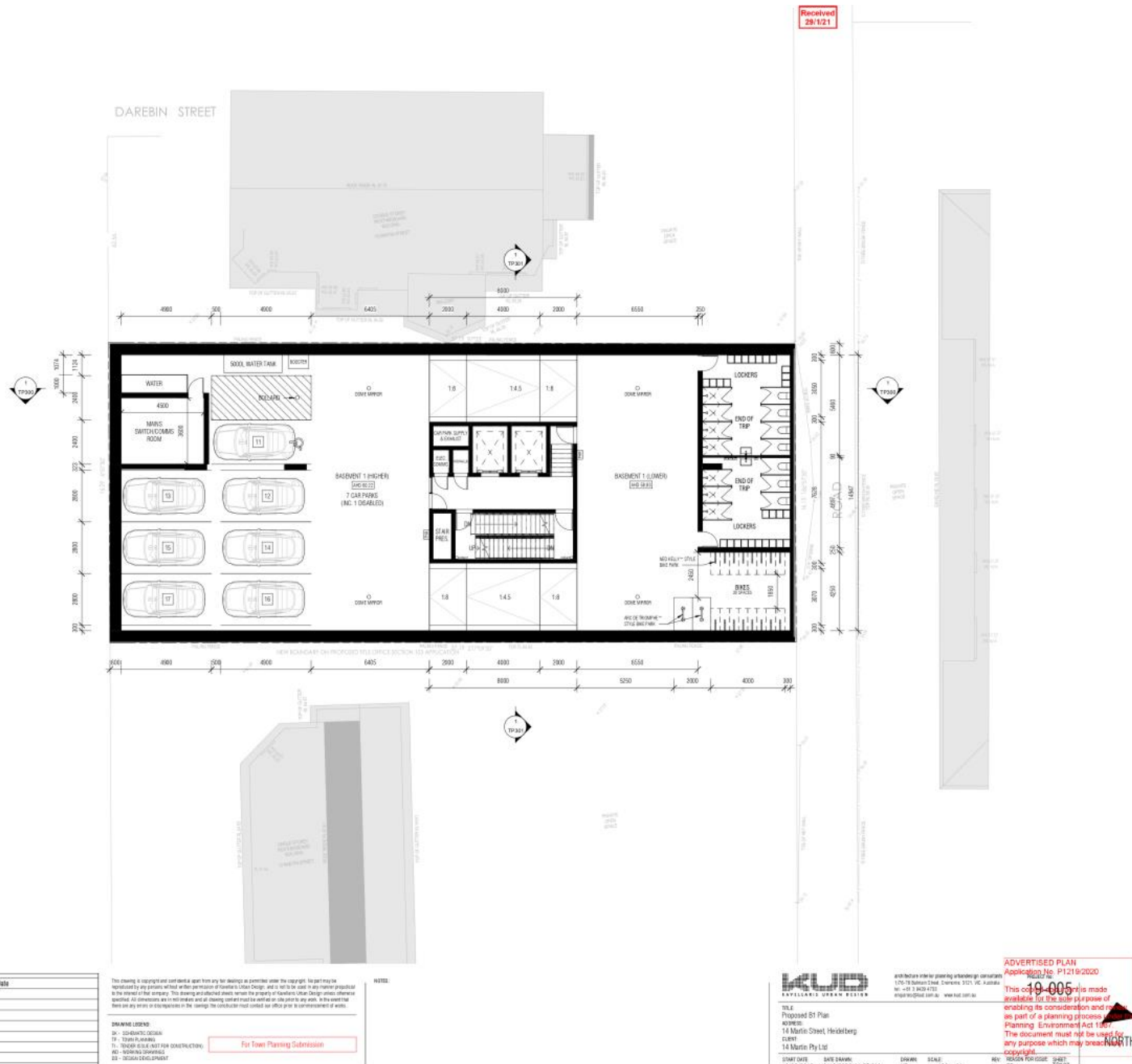
START DATE: 15/09/2020 DATE DRAWN: 15/09/2020 DRAWN BY: [Signature] CHECKED BY: [Signature] REV: 1/20/2020

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Application No. P1219/2020

19-005

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1 Proposed B1 Plan
1 : 100

Revision	Issue	Checked	Date
F	For Review	KP	2020/09/11
G	For Review	KP	2020/09/14
H	For Review	KP	2020/09/22
I	For Review	KP	2020/09/25
J	For Town Planning Submission	KP	2020/09/28
K	For Town Planning Submission	KP	2020/09/29
L	For Town Planning Submission	KP	2020/10/05

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DRAWING LEGEND
 BK - BACKLASH CIRCLE
 TP - TURN PLUMBING
 TL - TURN PLUMBING
 RI - ROOMS INFORMATION
 RD - ROOMS DEVELOPMENT

For Town Planning Submission

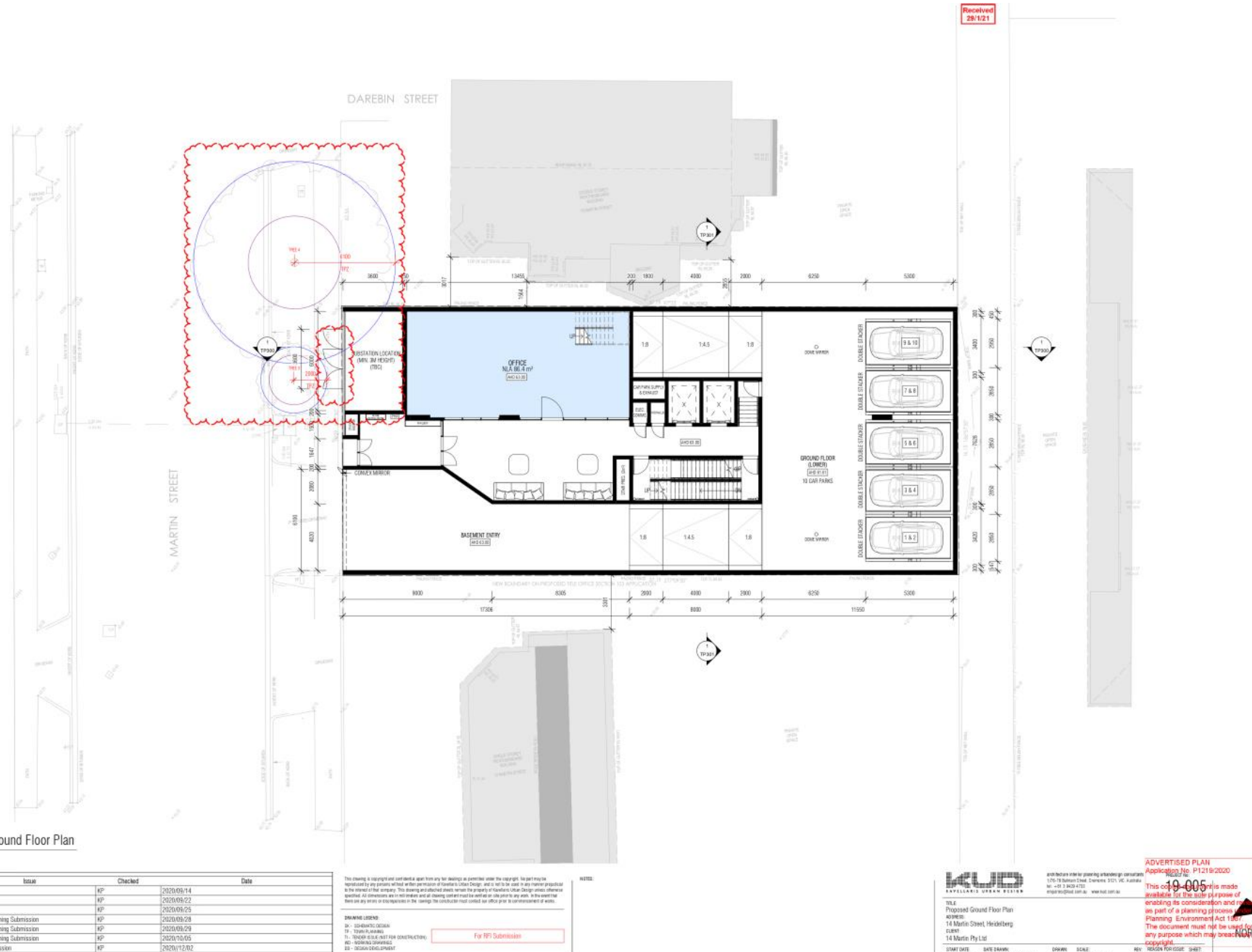
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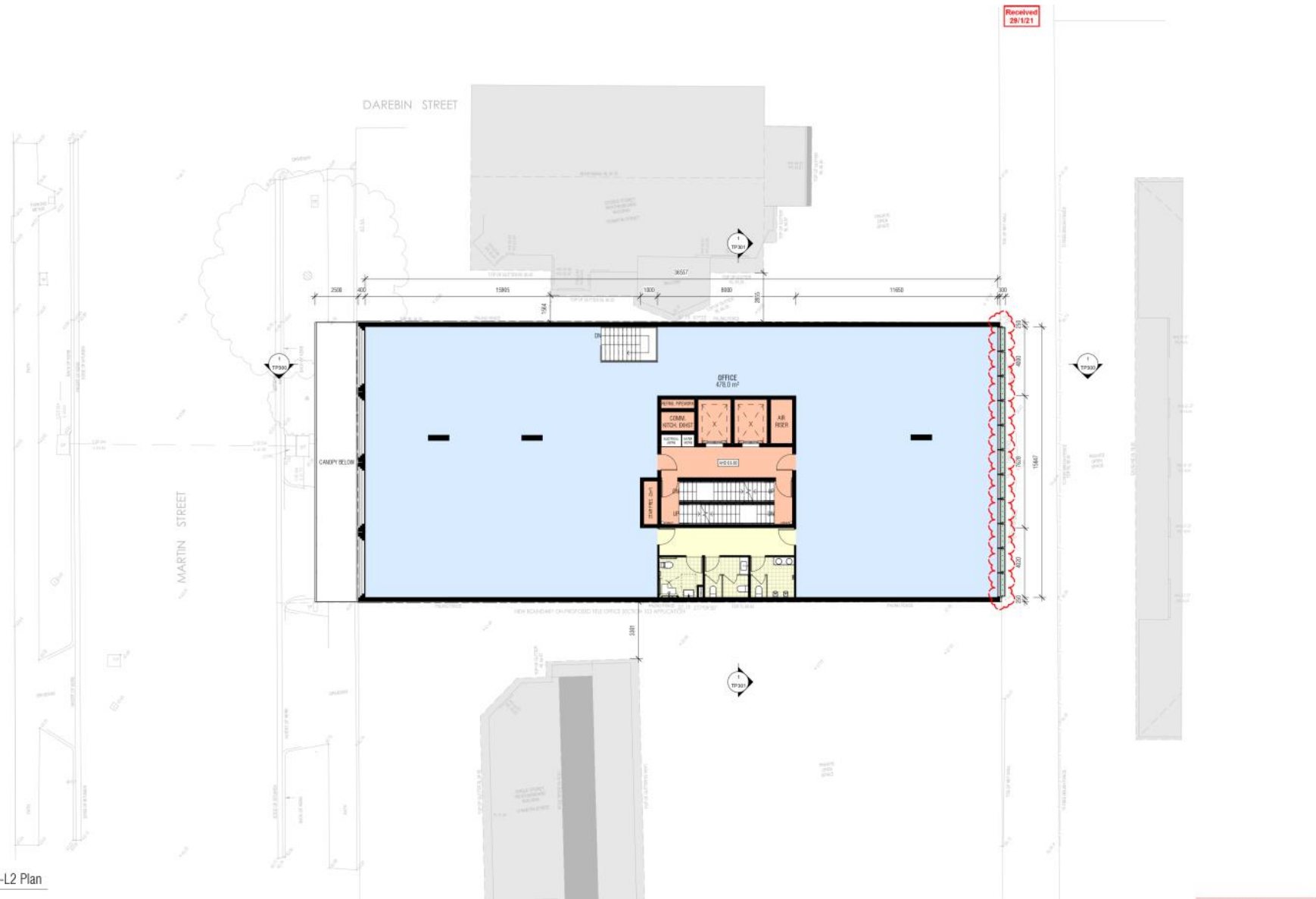
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Proposed B1 Plan
 40/90/20
 18 Martin Street, Heidelberg
 18 Martin Pty Ltd

START DATE: 20/09/2020 DATE DRAWN: 20/09/2020 DRAWN: SKN SCALE: 1:100 REV: 1/2020 FOR ISSUE: 20/09/2020





1 Proposed L1-L2 Plan
1 : 100

Revision	Issue	Checked	Date
G	For Review	KP	2020/09/14
H	For Review	KP	2020/09/22
I	For Review	KP	2020/09/25
J	For Town Planning Submission	KP	2020/09/28
K	For Town Planning Submission	KP	2020/09/29
L	For Town Planning Submission	KP	2020/10/05
M	For RFI Submission	KP	2020/12/02

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- DK - DIMENSIONED OUTLINE
- TP - TYPED TO ADDRESS
- TL - THICKER IS NOT FOR CONSTRUCTION
- RD - ROOMS DIMENSIONS
- DD - DESIGN DEVELOPMENT

For RFI Submission

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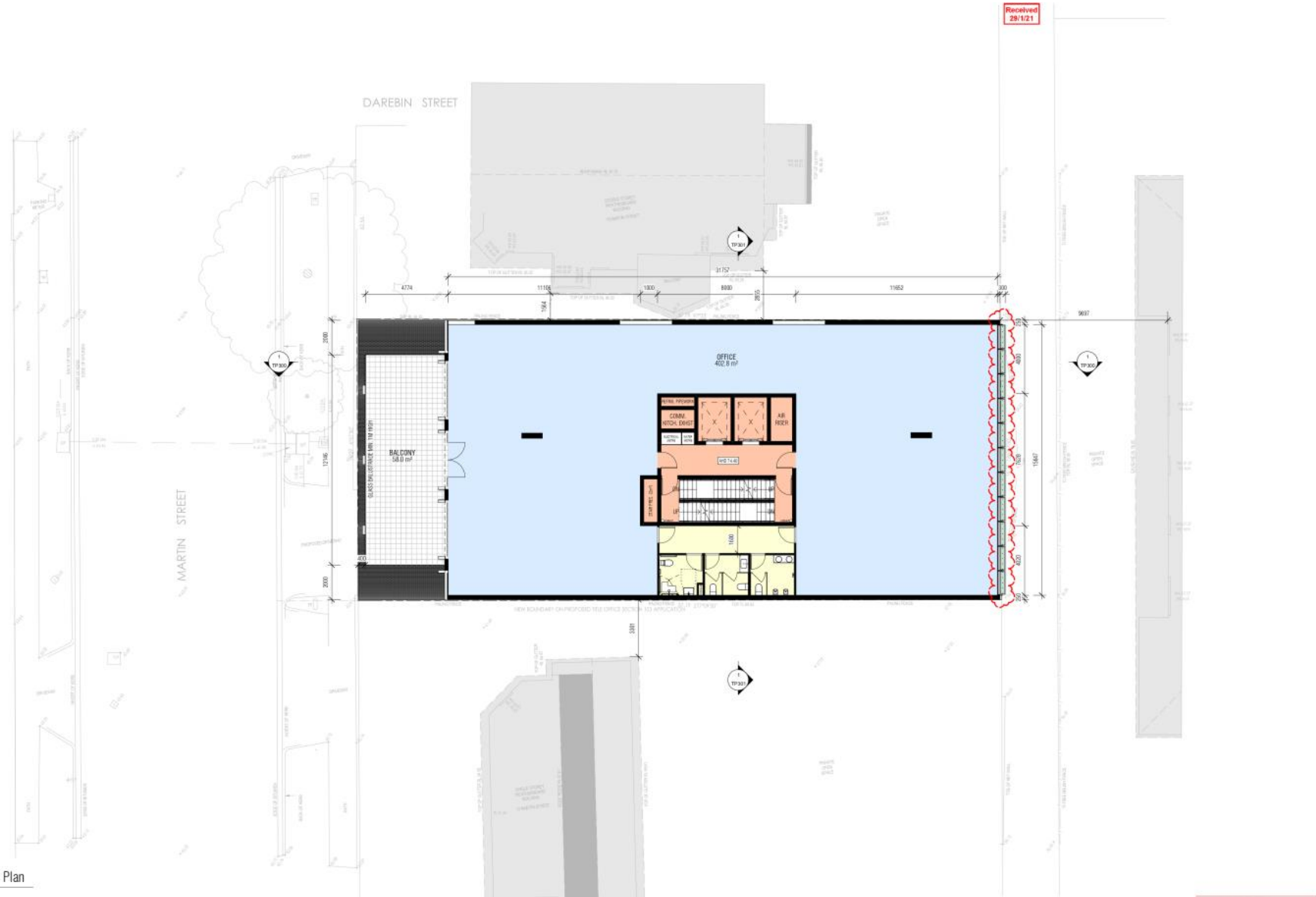
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ADDRESS: 14 Martin Street, Heidelberg
CLIENT: 14 Martin Pty Ltd

START DATE: 12/04/2020 DATE DRAWN: 29/12/2021 DRAWN: [Name] SCALE: 1:100 REV: 14 REVISION FOR ISSUE: 12/01/21

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Application No. P1219/2020

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NORTH



1 Proposed L3 Plan
1 : 100

Revision	Issue	Checked	Date
G	For Review	KP	2020/09/14
H	For Review	KP	2020/09/22
I	For Review	KP	2020/09/25
J	For Town Planning Submission	KP	2020/09/28
K	For Town Planning Submission	KP	2020/09/29
L	For Town Planning Submission	KP	2020/10/05
M	For RFI Submission	KP	2020/12/02

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NOTES:

DRAWING LEGEND:
 BK - BACKGROUND COLOUR
 TP - TYPED ADDRESS
 TL - THICKER IS NOT FOR CONSTRUCTION
 RD - ROAD OR DRIVEWAY
 RD - ROAD DEVELOPMENT

For RFI Submission

KUB
EXCELLAS URBAN DESIGN

170-19 Balfour Street, Dandenong 3101 VIC, Australia
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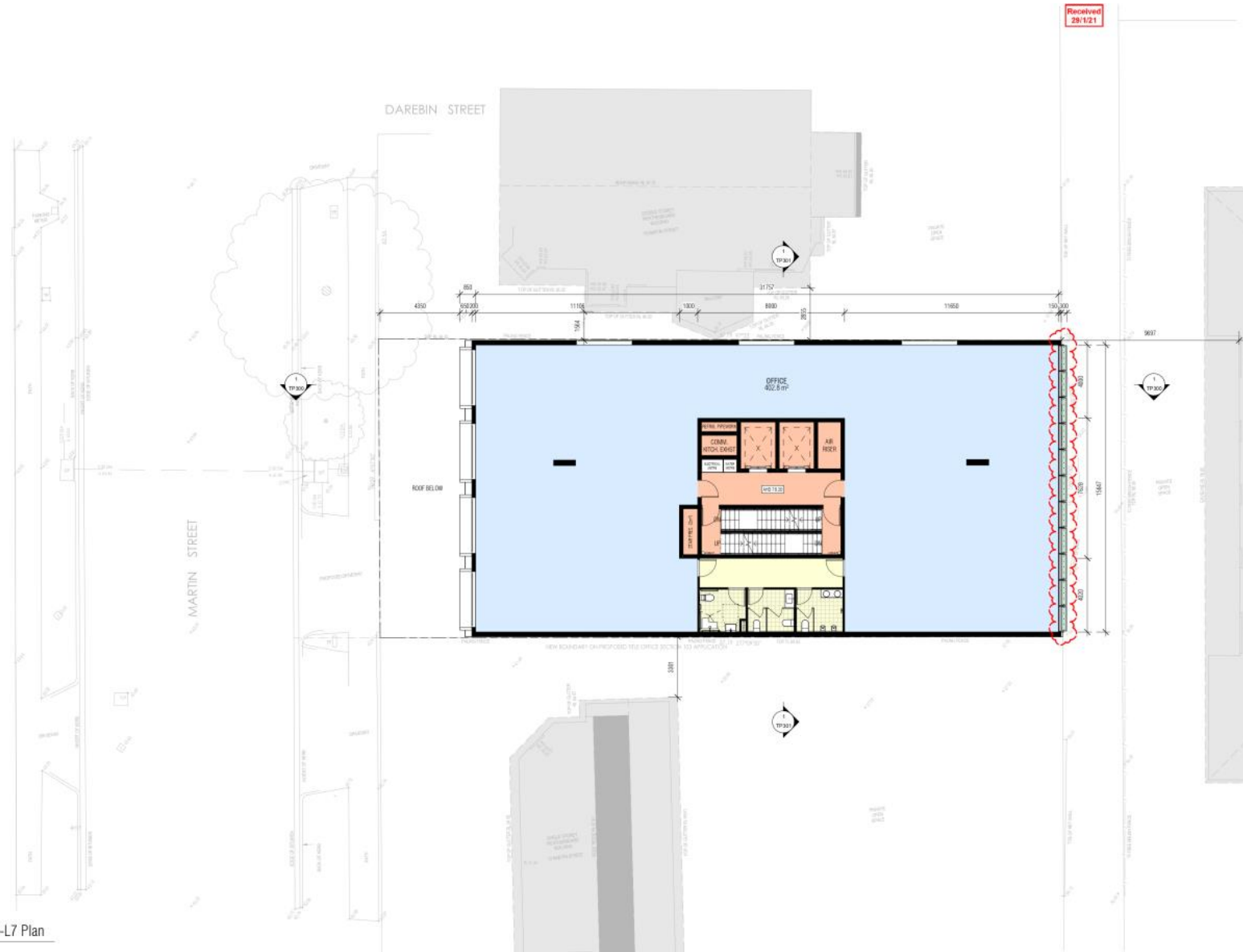
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 3071
 14 Martin Pty Ltd

START DATE: 12/09/2020 DATE DRAWN: 12/09/2020 DRAWN: [Name] SCALE: 1:100 REV: 14 REVISION FOR ISSUE: 30/01/2021

ADVERTISED PLAN
 Application No. P1219/2020

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1 Proposed L4-L7 Plan
1:100

Revision	Issue	Checked	Date
G	For Review	KP	2020/09/14
H	For Review	KP	2020/09/22
I	For Review	KP	2020/09/25
J	For Town Planning Submission	KP	2020/09/28
K	For Town Planning Submission	KP	2020/09/29
L	For Town Planning Submission	KP	2020/10/05
M	For RFI Submission	KP	2020/12/02

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NOTES:

DRAWING LEGEND:
 BK - BACKGROUND COLOUR
 TP - TYPED ADDRESS
 ST - STAIRS (IS NOT FOR CONSTRUCTION)
 RD - ROAD OR DRIVEWAY
 RD - ROAD DEVELOPMENT

For RFI Submission

KUB
EXCELLANT URBAN DESIGN

170-19 Bulwer Street, Dandenong 3175 VIC, Australia
 Tel: +61 3 9201 4722
 enquiry@kub.com.au www.kub.com.au

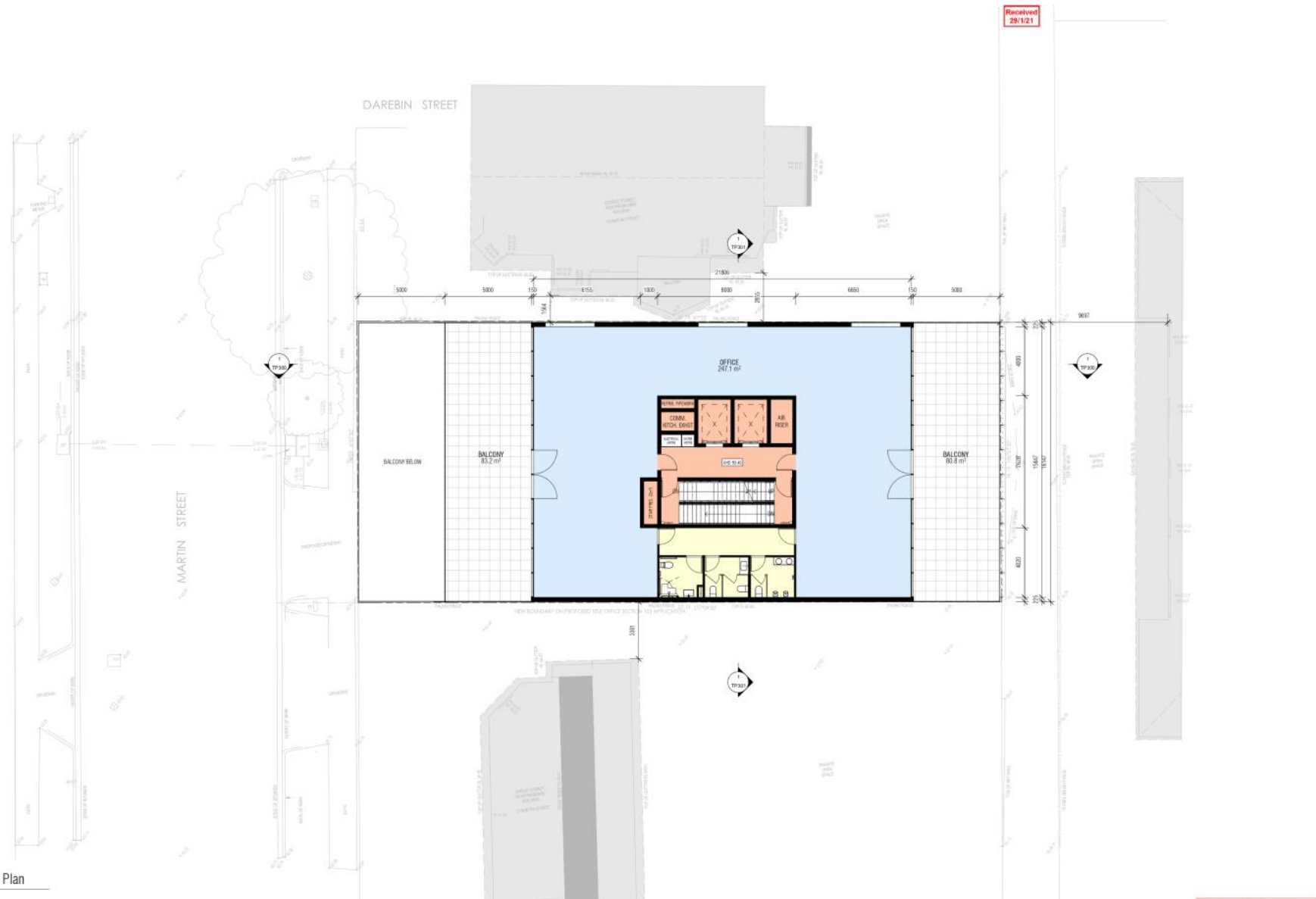
TITLE: Proposed L4-L7 Plan
 ADDRESS: 14 Martin Street, Heidelberg
 CLIENT: 14 Martin Pty Ltd

START DATE: 12/04/2020 DATE DRAWN: 12/04/2020 DRAWN: [Name] SCALE: 1:100 REV: 14 REVISION FOR ISSUE: 12/01/21

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 Application No. P1219/2020

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1 Proposed L8 Plan
1 : 100

Revision	Issue	Checked	Date
F	For Review	KP	2020.09.11
G	For Review	KP	2020.09.14
H	For Review	KP	2020.09.22
I	For Review	KP	2020.09.25
J	For Town Planning Submission	KP	2020.09.28
K	For Town Planning Submission	KP	2020.09.29
L	For Town Planning Submission	KP	2020.10.05

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DRAWING LEGEND:

- 01 - CONCRETE/STEEL
- 02 - TYPED DRAWING
- 03 - TO BE USED FOR CONSTRUCTION
- 04 - WORK IN PROGRESS
- 05 - DESIGN DEVELOPMENT

For Town Planning Submission

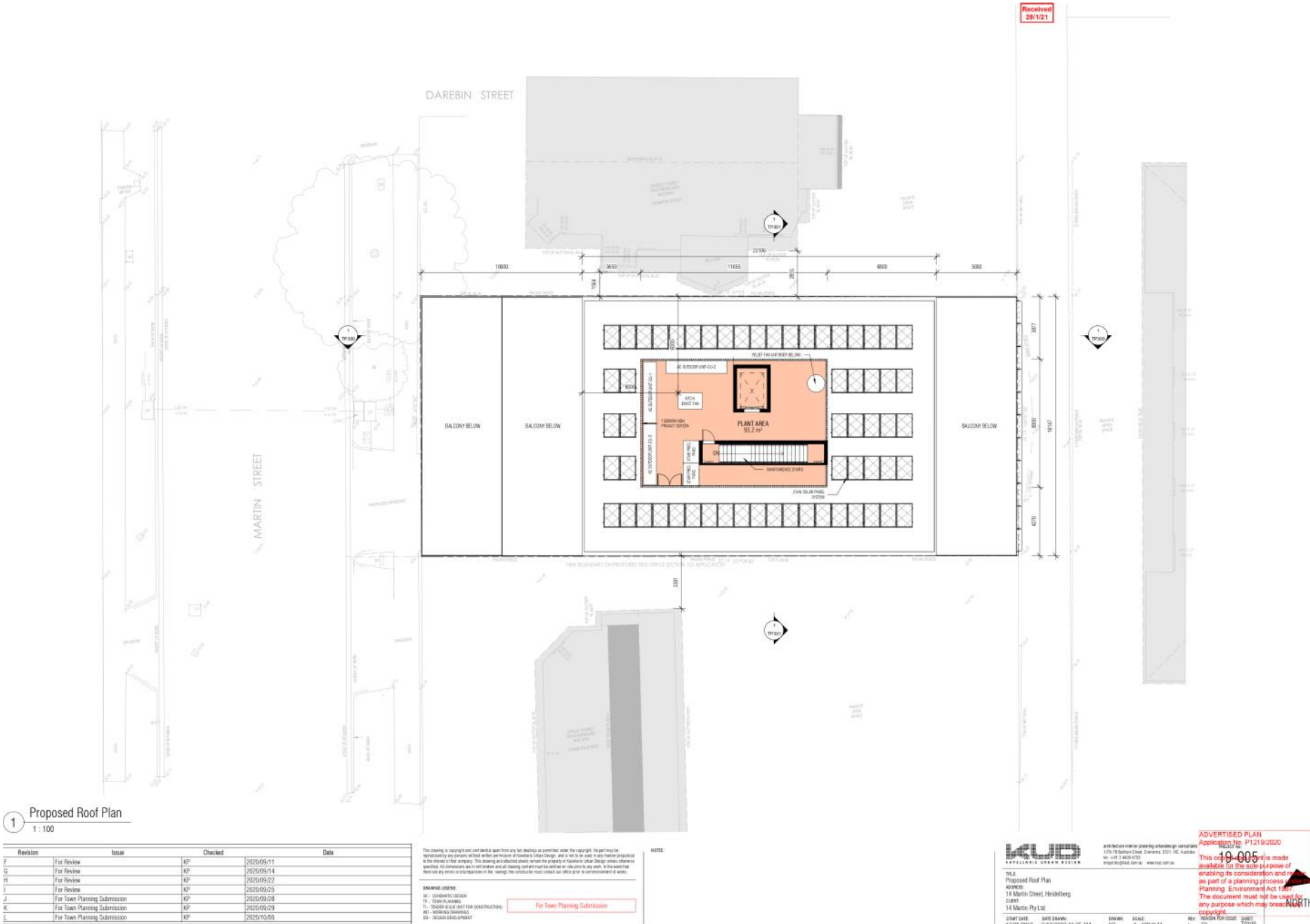
KUB
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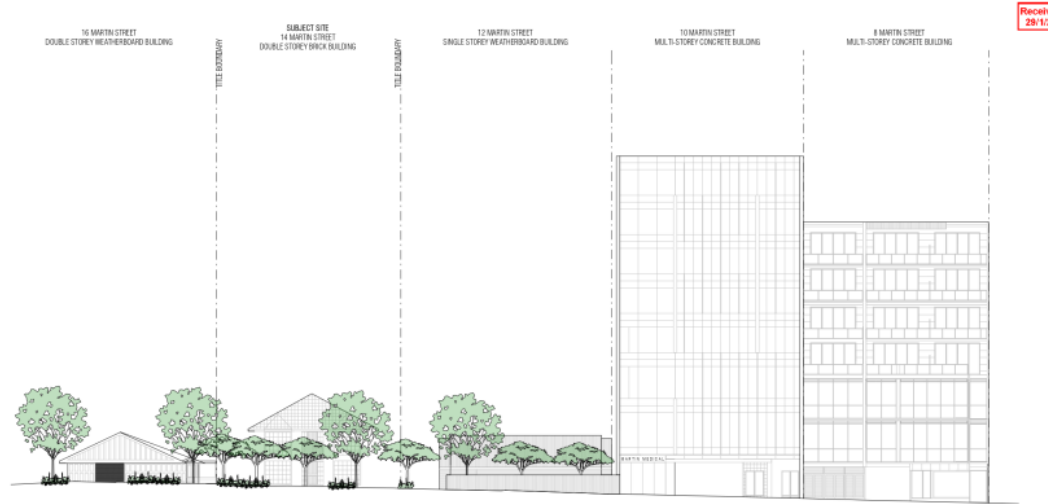
170-18 DAREBIN STREET, DAREBIN VIC 3017
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TITLE: Proposed L8 Plan
ADDRESS: 14 Martin Street, Heidelberg
CLIENT: 14 Martin Pty Ltd

START DATE: 12/04/2020
DATE DRAWN: 29/09/2020
DRAWN: [Name]
SCALE: 1:100
REV: 1
DESIGN FOR ISSUE: 10/10/20





Received
29/1/21

1 Existing Streetscape Elevation
1 : 200



2 Proposed Streetscape Elevation
1 : 200

Revision	Issue	Checked	Date
F	For Review	KP	2020/09/11
G	For Review	KP	2020/09/14
H	For Review	KP	2020/09/22
I	For Review	KP	2020/09/25
J	For Town Planning Submission	KP	2020/09/28
K	For Town Planning Submission	KP	2020/09/29
L	For Town Planning Submission	KP	2020/10/05

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 DC - CONCRETE DESIGN
 TP - TOWN PLANNING
 TL - TENDER (BUT NOT FOR CONSTRUCTION)
 MC - MARKING CONTRACTS
 DD - DESIGN DEVELOPMENT

NOTES:

For Town Planning Submission

KUD
KAPSLER URBAN DESIGN

Architectural interior planning & landscape consultants
 1/50-78 Bolton Street, Melbourne 3121, VIC, Australia
 Tel: +61 3 9420 4722
 enquiry@kud.com.au www.kud.com.au

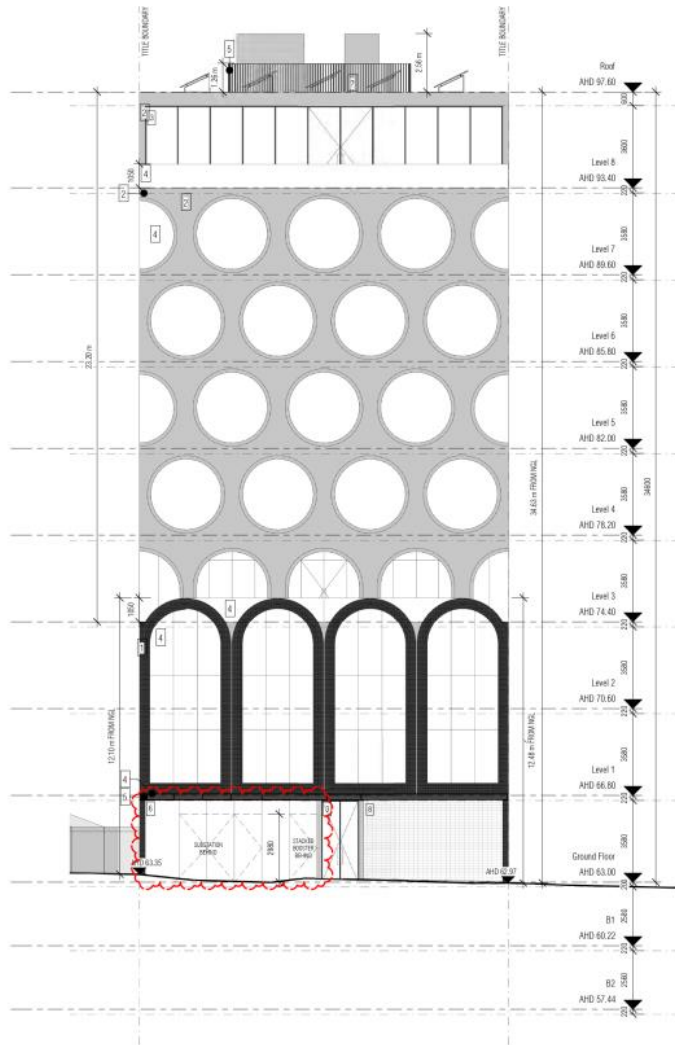
TITLE: Streetscape Elevations
 ADDRESS: 14 Martin Street, Heidelberg
 CLIENT: 14 Martin Pty Ltd

START DATE: 12/04/2020 DATE DRAWN: 05/10/2020 DRAWN: [initials] SCALE: 1:200 REV: 0 REASON FOR ISSUE: SHEET 1 OF 1

ADVERTISED PLAN
 Application No. P1219/2020
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NORTH

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29/12/21



1 Proposed West Elevation
1 : 100



MATERIAL LEGEND

1	2
BLACK BRICK	LIGHT GREY CONCRETE
3	4
BLACK FRAME WINDOWS	FRAMELESS GLASS
5	6
BLACK METAL	DIGIGLASS ARTWORK (TBC)
7	8
BLACK TIMBER PALING FENCE	GRIDFORGE
9	10
BLACK METAL VERTICAL FINES	GROOVED CONCRETE
11	12
FIRE RATED GLASS BLOCK	DARK CONCRETE
13	
GREEN METAL FINES	

Revision	Issue	Checked	Date
G	For Review	KP	2020/09/14
H	For Review	KP	2020/09/22
I	For Review	KP	2020/09/25
J	For Town Planning Submission	KP	2020/09/28
K	For Town Planning Submission	KP	2020/09/29
L	For Town Planning Submission	KP	2020/10/05
M	For RFI Submission	KP	2020/11/02

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DRAWING LEGEND
 BK - BACKLASH DESIGN
 TP - TOWN PLANNING
 ST - STRUCTURE
 RD - ROADWORKS
 CD - CIVIL DEVELOPMENT

For RFI Submission

KUD
 EXPLORES URBAN DESIGN

170-18 Bullock Street, Ebenezer 3101 VIC, Australia
 Tel: +61 3 9028 0322
 enquiry@kud.com.au www.kud.com.au

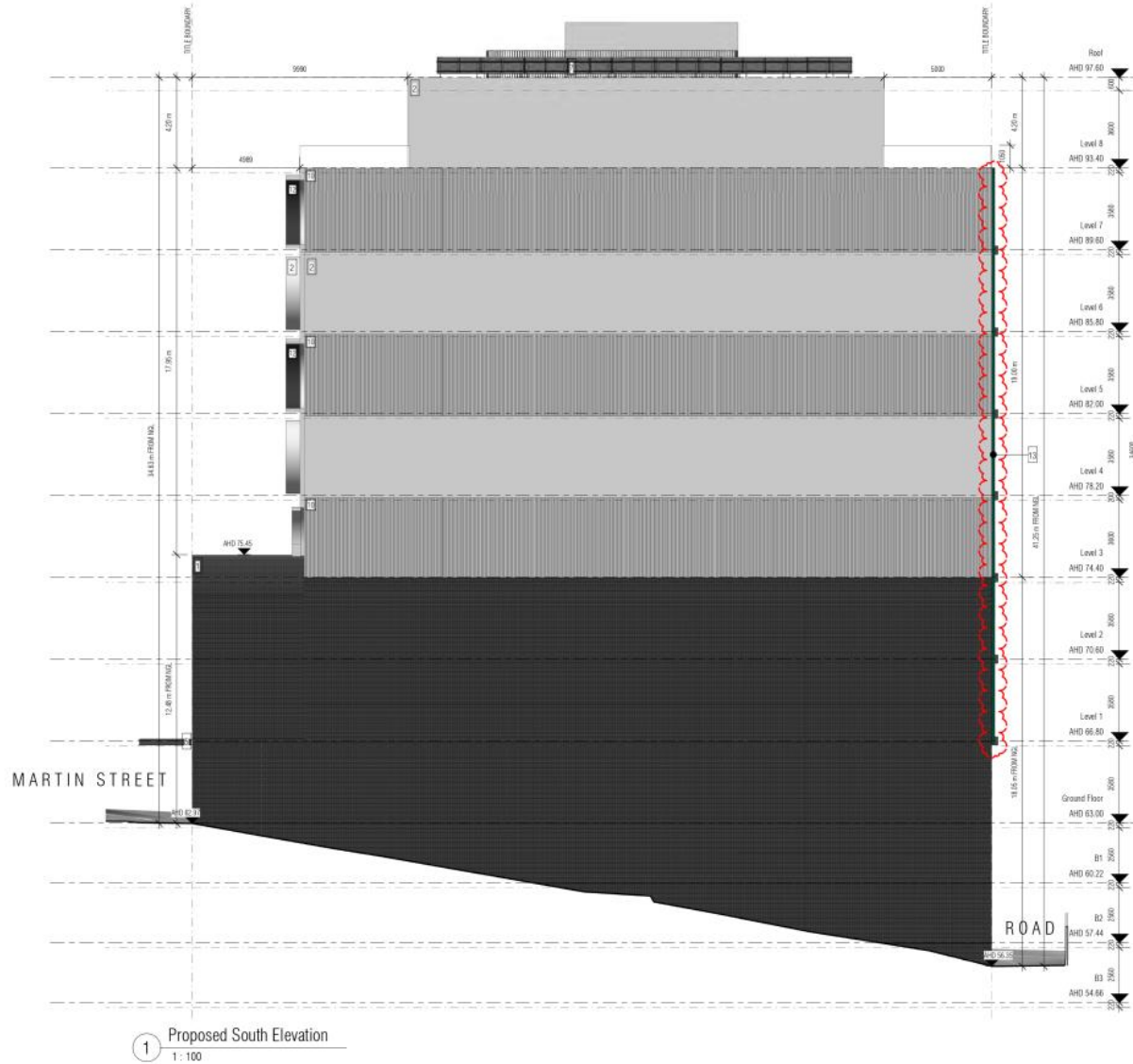
Proposed West Elevation
 ADDRESS:
 14 Martin Street, Heidelberg
 CLIENT:
 14 Martin Pty Ltd

START DATE: 11/09/2020 DATE DRAWN: 11/09/2020 DRAWN: SCALE: 1:100 REV: 17/09/2020 FOR ISSUE: SUBMITTED

ADVERTISED PLAN
 Application No. P1219/2020

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NORTH



Received
29/12/21

MATERIAL LEGEND	
BLACK BRICK	LIGHT GREY CONCRETE
BLACK FRAME WINDOWS	FRAMELESS GLASS
BLACK METAL	DIGIGLASS ARTWORK (TBC)
BLACK TIMBER PALING FENCE	GRIDFORGE
BLACK METAL VERTICAL FINS	GROOVED CONCRETE
FIRE RATED GLASS BLOCK	DARK CONCRETE
GREEN METAL FINS	

Revision	Issue	Checked	Date
G	For Review	KP	2020/09/14
H	For Review	KP	2020/09/22
I	For Review	KP	2020/09/25
J	For Town Planning Submission	KP	2020/09/28
K	For Town Planning Submission	KP	2020/09/29
L	For Town Planning Submission	KP	2020/10/05
M	For RFI Submission	KP	2020/12/02

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DRAWING LEGEND
 BK - BACKSIGHT CONTROL
 TP - TOTAL STATION
 1:1 - SCALE AS SHOWN FOR CONSTRUCTION
 RD - ROAD CENTERLINE
 02 - DESIGN DEVELOPMENT

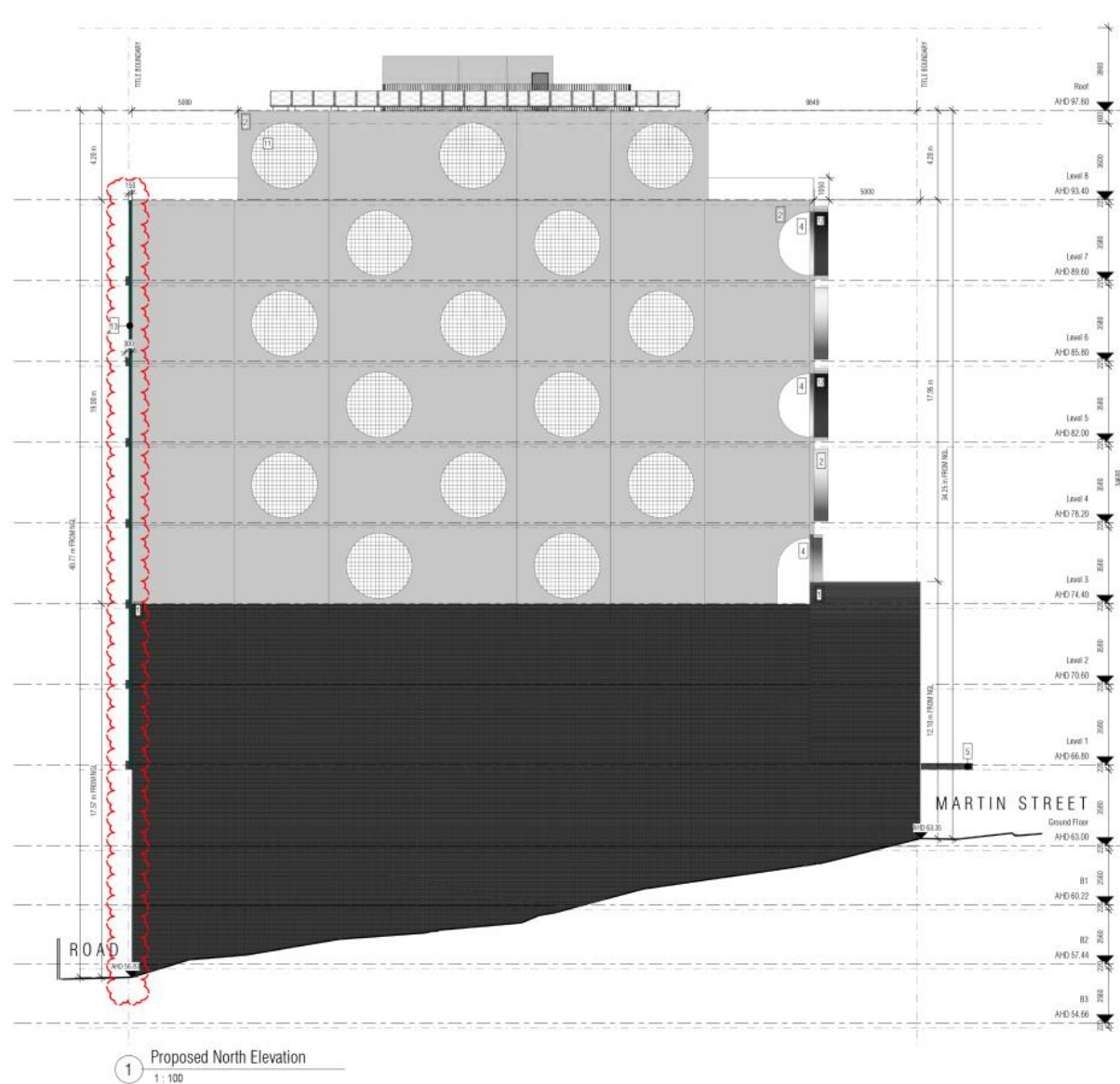
For RFI Submission



TITLE
 Proposed South Elevation
 40/90/0
 14 Martin Street, Heidelberg
 3087
 14 Martin Pty Ltd

START DATE: 12/01/2020
 DATE DRAWN: 12/01/2020
 DRAWN: [Name]
 SCALE: 1:100
 REV: 1
 REASON FOR ISSUE: SUBMIT

ADVERTISED PLAN
 Application No. P1219/2020
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1 Proposed North Elevation
1 : 100

Received
29/12/21

MATERIAL LEGEND	
BLACK BRICK	LIGHT GREY CONCRETE
BLACK FRAME WINDOWS	FRAMELESS GLASS
BLACK METAL	DIGIGLASS ARTWORK (TBC)
BLACK TIMBER PALING FENCE	GRIDFORGE
BLACK METAL VERTICAL FINS	GROOVED CONCRETE
FIRE RATED GLASS BLOCK	DARK CONCRETE
GREEN METAL FINS	

Revision	Issue	Checked	Date
G	For Review	KP	2020/09/14
H	For Review	KP	2020/09/22
I	For Review	KP	2020/09/25
J	For Town Planning Submission	KP	2020/09/28
K	For Town Planning Submission	KP	2020/09/29
L	For Town Planning Submission	KP	2020/10/05
M	For RFI Submission	KP	2020/12/02

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DRAWING LEGEND

- 01 - CONCRETE WALL
- 02 - TYPICAL WINDOW
- 03 - WINDOW TO BE SET FOR CONSTRUCTION
- 04 - WINDOW CONCRETE
- 05 - WINDOW DEVELOPMENT

For RFI Submission

NOTES:

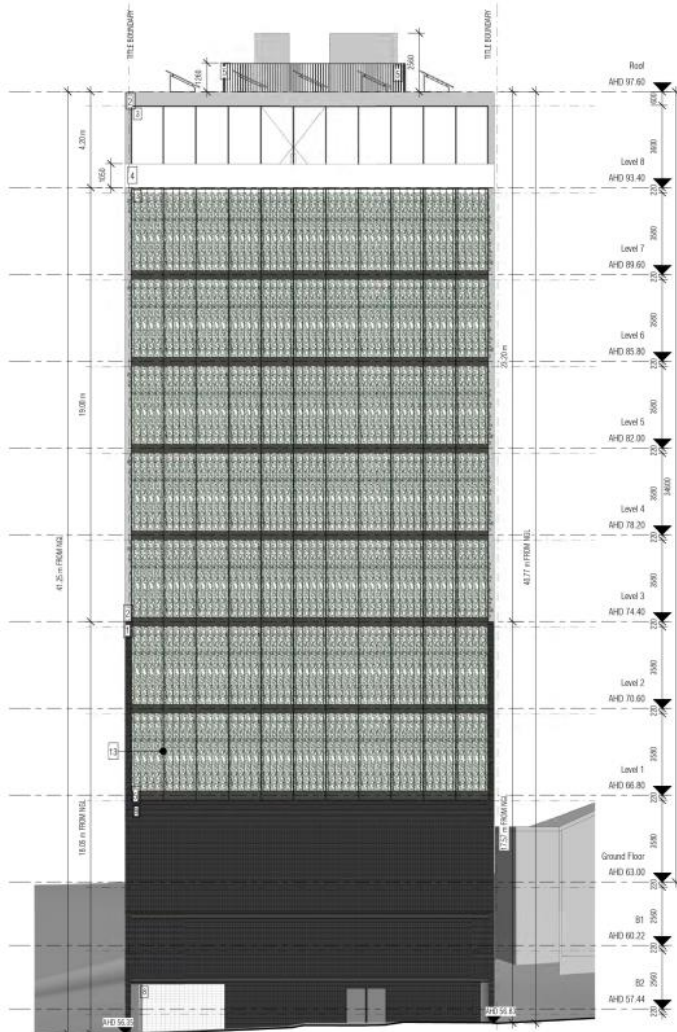
KUB
KUBELLAKIS URBAN DESIGN

Proposed North Elevation
40/95/20
14 Martin Street, Heidelberg
3087
14 Martin Pty Ltd

START DATE: 12/01/2020 DATE DRAWN: 12/01/2020 DRAWN: SCALE: 1:100 REV: 10/05/2021

ADVERTISED PLAN
Application No. P1219/2020
19-005
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Received
29/1/21



1 Proposed East Elevation
1:100



REAR FACADE PERSPECTIVE

REAR FACADE CLOSE UP
PLANTERBOXES TO BE SELF-WATERING AS PART OF AN AUTOMATED IRRIGATION SYSTEM

MATERIAL LEGEND

1	2
BLACK BRICK	LIGHT GREY CONCRETE
3	4
BLACK FRAME WINDOWS	FRAMELESS GLASS
5	6
BLACK METAL	DIGI GLASS ARTWORK (TBC)
7	8
BLACK TIMBER PALING FENCE	GRIDFORGE
9	10
BLACK METAL VERTICAL FINIS	GROOVED CONCRETE
11	12
FIRE RATED GLASS BLOCK	DARK CONCRETE
13	
GREEN METAL FINIS	

Revision	Issue	Checked	Date
R	For Review	NP	20/04/20
M	For RFI Submission	NP	20/01/2022

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DRAWING LEGEND
 BK - BLACK BRICK
 LG - LIGHT GREY CONCRETE
 BF - BLACK FRAME WINDOWS
 FG - FRAMELESS GLASS
 BM - BLACK METAL
 DGA - DIGI GLASS ARTWORK (TBC)
 BT - BLACK TIMBER PALING FENCE
 GR - GRIDFORGE
 BMV - BLACK METAL VERTICAL FINIS
 GRC - GROOVED CONCRETE
 FRG - FIRE RATED GLASS BLOCK
 DC - DARK CONCRETE
 GMF - GREEN METAL FINIS

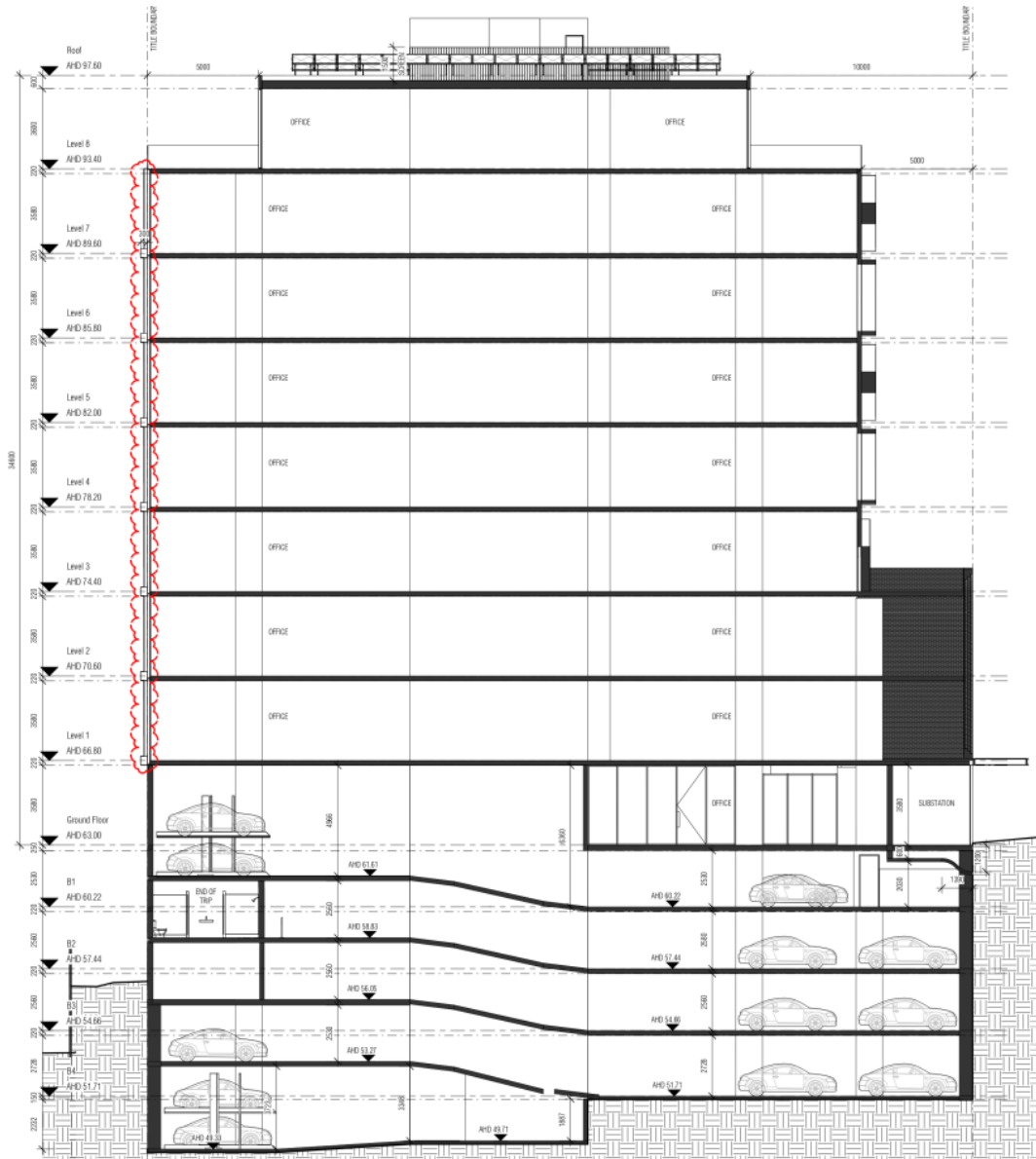
NOTES:



Proposed East Elevation
 ADDRESS:
 14 Martin Street, Heidelberg
 CLIENT:
 14 Martin Pty Ltd

START DATE: 15/01/2020
 DATE DRAWN: 15/01/2020
 DRAWN: [Name]
 SCALE: 1:100
 REV: 0
 REVISION FOR ISSUE: 0

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 Application No. P1219/2020
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1 Section AA
1 : 100

Revision	Issue	Checked	Date
G	For Review	KP	2020/09/14
H	For Review	KP	2020/09/22
I	For Review	KP	2020/09/25
J	For Town Planning Submission	KP	2020/09/28
K	For Town Planning Submission	KP	2020/09/29
L	For Town Planning Submission	KP	2020/10/05
M	For RFI Submission	KP	2020/12/02

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NOTES:

DRAWING LEGEND:
 DC - COMMERCIAL DESIGN
 TP - TOWN PLANNING
 ST - STRUCTURE
 ME - MECHANICAL SERVICES
 EL - ELECTRICAL SERVICES
 HD - HYDRAULIC DESIGN
 SD - SOIL DEVELOPMENT

For RFI Submission



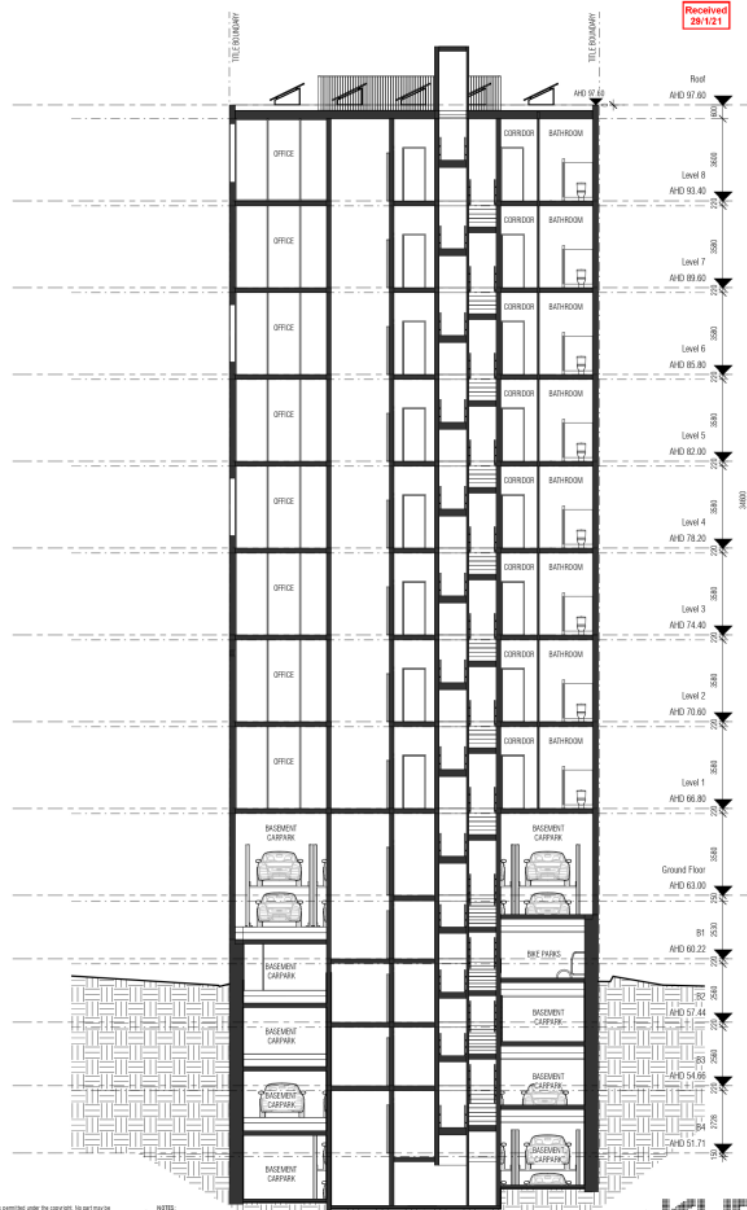
Architectural interior planning and design consultants
 170-19 Bolton Street, Clarence 3121, VIC, Australia
 Tel: +61 3 9420 4722
 enquiry@kub.com.au www.kub.com.au

TITLE
 Section AA
 ADDRESS
 14 Martin Street, Heidelberg
 CLIENT
 14 Martin Pty Ltd

START DATE: 12/09/2020 DATE DRAWN: 12/09/2020 DRAWN: SCALE: 1:100 REV: 14 REASON FOR ISSUE: SHEET 12/09/2020

ADVERTISED PLAN
 Application No. P1219/2020
 Received No. 19-005
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NORTH



1 Section BB
1 : 100

Revision	Issue	Checked	Date
F	For Review	KP	2020/09/11
G	For Review	KP	2020/09/14
H	For Review	KP	2020/09/22
I	For Review	KP	2020/09/25
J	For Town Planning Submission	KP	2020/09/28
K	For Town Planning Submission	KP	2020/09/29
L	For Town Planning Submission	KP	2020/10/05

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NOTES:

DRAWING LEGEND:

- DC - DIMENSIONS CHECK
- TP - TOWN PLANNING
- ST - STAMPED AND NOT FOR CONSTRUCTION
- AD - ARCHITECT DRAWINGS
- DD - DESIGN DEVELOPMENT

For Town Planning Submission

14 Martin Street, Heidelberg
VIC 3101
14 Martin Pty Ltd

START DATE: 15/09/2020
DATE DRAWN: 28/09/2020
DRAWN: [Name]
SCALE: 1:100
REV: 7/8
REASON FOR ISSUE: [Text]

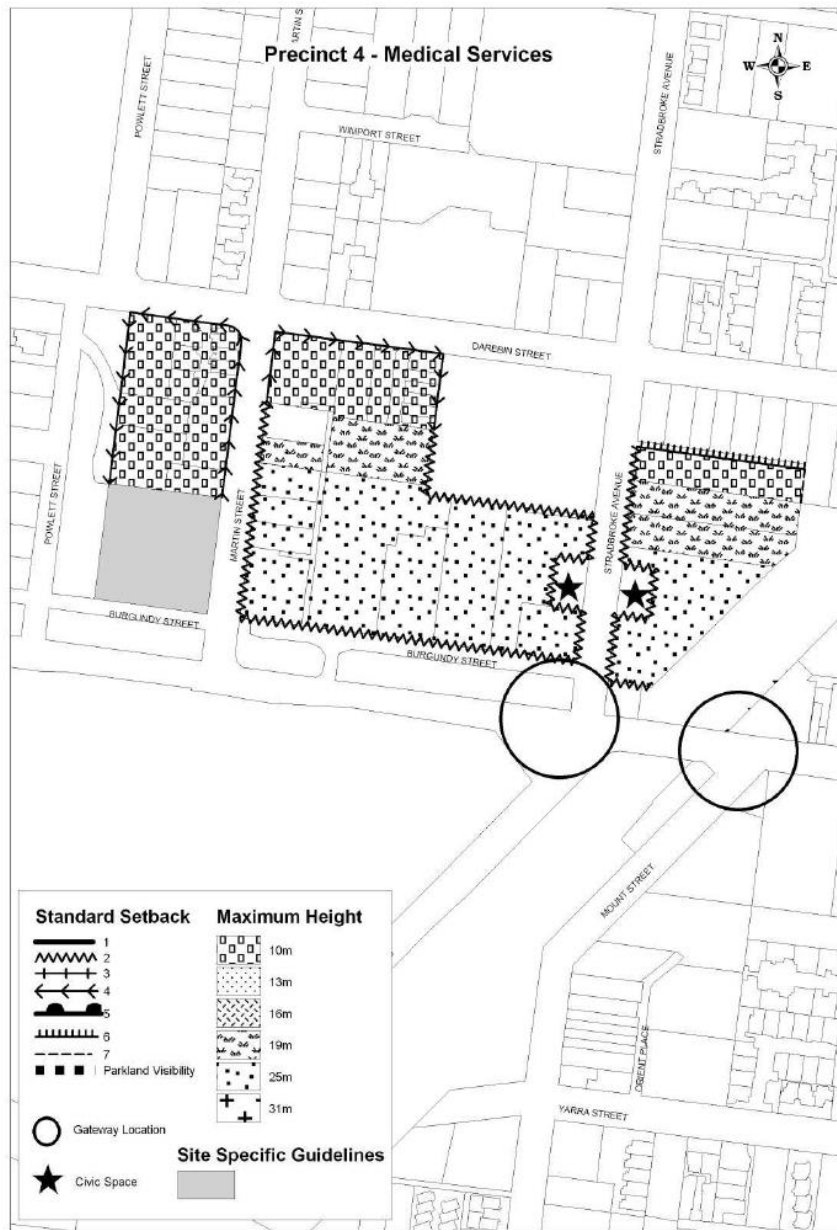
ADVERTISED PLAN
Application No. P1219/2020

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19-005

BANYULE PLANNING SCHEME

Map 4 to the Schedule to Clause 43.02



Received
23/11/2020

3.3 Proposed Use and Development of the Land

Introduction

As with all institutions, Ivanhoe Grammar School must continue to modify and upgrade its facilities to stay abreast of educational innovations, to provide superior facilities and grounds for its students and teachers and to meet the expectations of the school community. Equally, Ivanhoe Grammar School is cognisant of its relationship with and proximity to residential properties and understands that careful consideration is required in terms of siting of buildings to ensure the interfaces are appropriately managed. It is also aware of issues associated with drop-off and pick-up and staff car parking.

Accordingly, a series of developments are proposed between 2016 and 2021 that are substantially designed to improve existing facilities and services provided to students. They will also ensure appropriate capacity for the proposed increase in student and staff numbers and provide a new 128 space car park for staff. Careful consideration has also been given to the siting and scale of the proposed buildings and additions to existing buildings. No change is proposed to the existing activities conducted on the land. Works are also proposed to better manage traffic conditions in surrounding streets and measures are proposed to encourage staff to utilise on-site car parking.

The proposed development projects for this period are depicted on the Development Plan shown at Figure 3.1 and Appendix D. We note that the Development Plan does not cover fencing.

All future planning permit applications will require a Construction Management Plan by way of condition on permit. The CMP will outline how the development will be managed to minimise off site amenity impacts and environmental impacts. Each CMP must include details of how the car parking will be managed on site so as to maximise the retention of spaces for staff parking and how spaces lost will be offset.



Received
23/11/2020

4 Landscaping:

An existing condition Landscape Plan has been prepared by Urban Initiatives and is included at Figure 4.1 and at Appendix B. The plan details soft and hard landscaping, existing fencing and the location of significant trees throughout the campus.

An assessment of all trees, including trees listed in Schedule 4 of the Environmental Significance Overlay, has been undertaken and a report has been prepared by Recovery Tree Services, which is included at Appendix C. There are trees that will be removed as part of buildings and works. Other trees will be retained and protection works undertaken (refer to Tree Management Plan prepared by Recovery Tree Services at Appendix C).

The proposed (hard and soft) landscaping concept for the site is detailed on plans prepared by Urban Initiatives included at Figure 4.2 and at Appendix E. The landscape plans also detail which trees will require removal. We note that the landscape plans do not detail proposed fencing.

The proposed landscape plan should be read in conjunction with the development plans and proposed traffic management detailed in the report prepared by Ratio Consultants. A landscape plan will be required for all future planning permit applications for development.

The landscape and vegetative qualities of the campus are fundamental to the educational environment that Ivanhoe Grammar School wants to protect and enhance. In essence, it is proposed to provide landscaping that complements each of the building projects. As detailed on the proposed Landscape Plan, the following landscape principles will apply to each project:

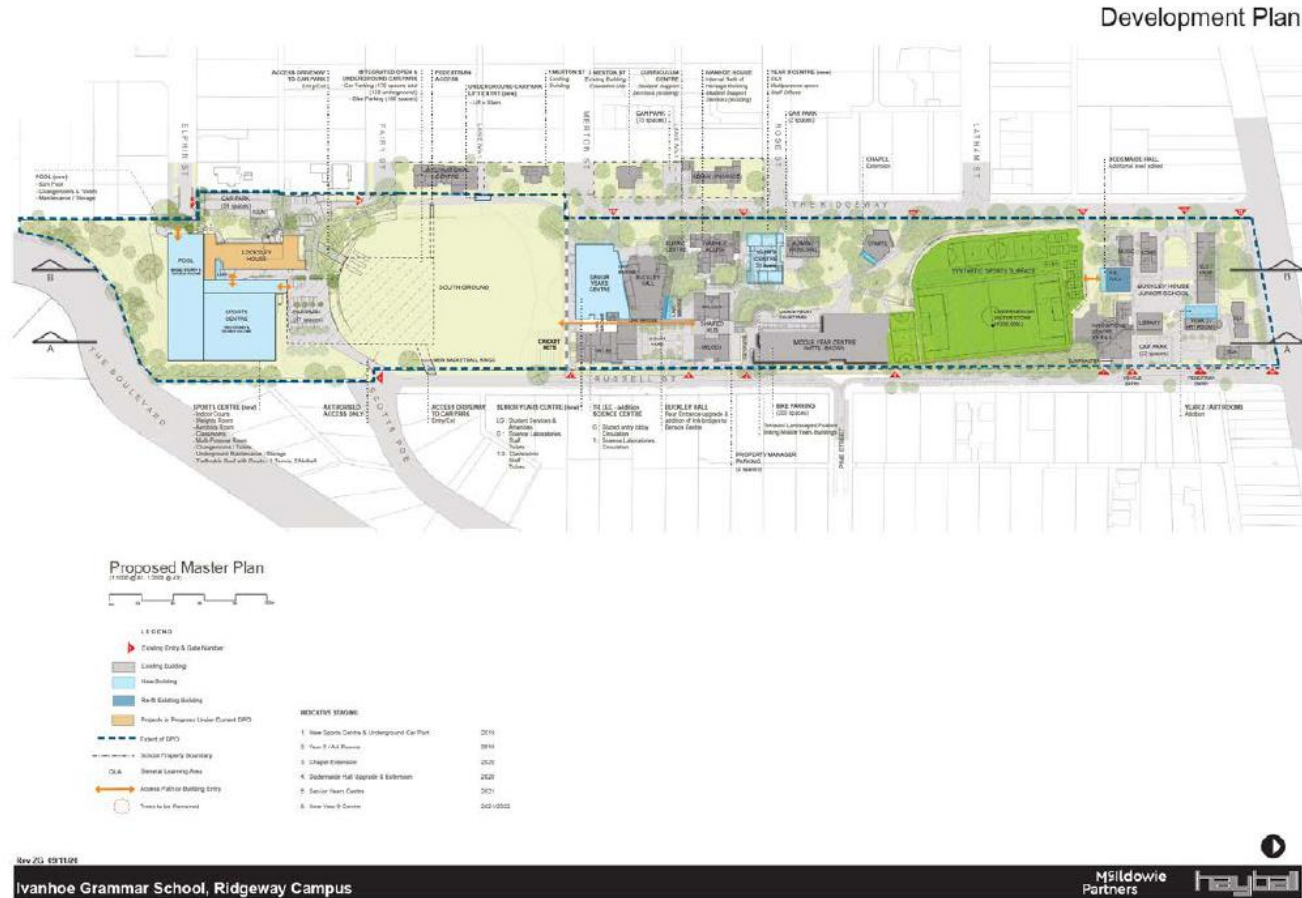
- Integrate any proposed building works within the surrounding landscape.
- Build on the school's existing character.
- Refine and strengthen the landscape identity and proposed future development where required while recognising the historic nature of aspects of the school.
- Retain and protect existing significant features within the school, including historic trees.
- Adopt a simple suite of landscape materials and treatments to reduce visual clutter, consolidate school identity and enable ease of maintenance.
- Enhance key entry, gathering points, intersections of movement paths throughout the site.
- Maximise opportunities for outdoor teaching and learning within the landscape.
- Create sufficient opportunities for both passive and active recreation.
- Spread key landscape environments throughout the campus thereby enabling easy access for all students and an equitable distribution of open space.
- Provide access for maintenance vehicles in an unobtrusive, considered manner.



Received
23/11/2020

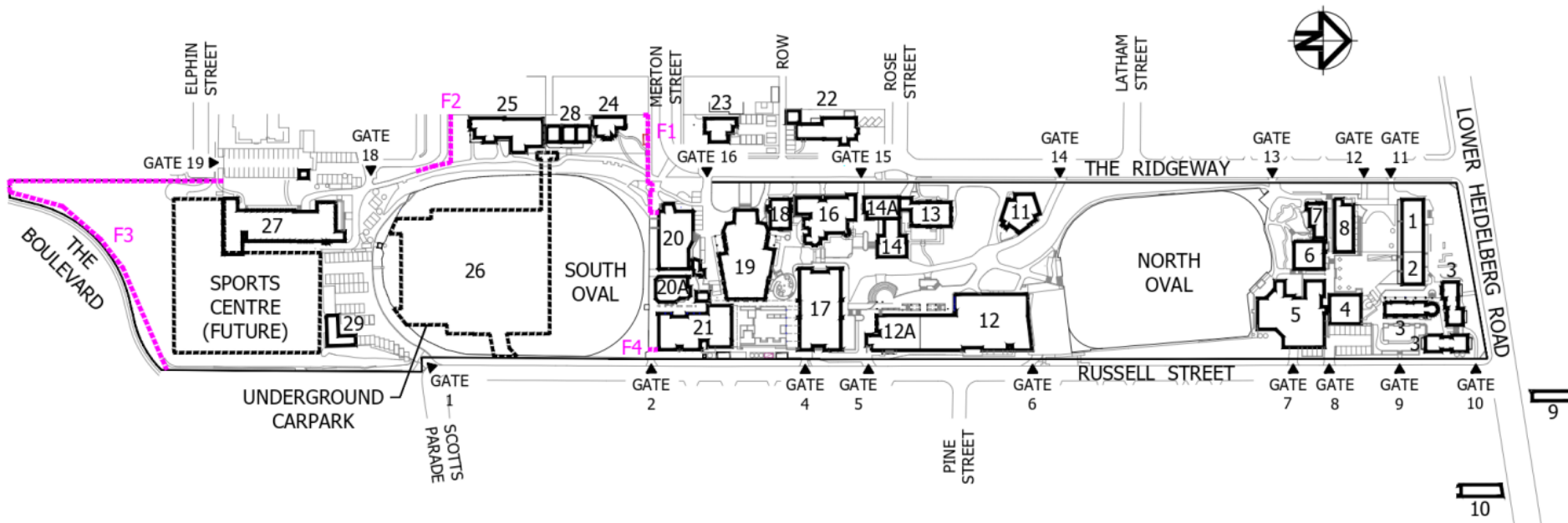
Figure 3.1

Proposed Developments



23/11/2020

IVANHOE GRAMMAR SCHOOL - RIDGEWAY CAMPUS PROPOSED STEEL FENCES

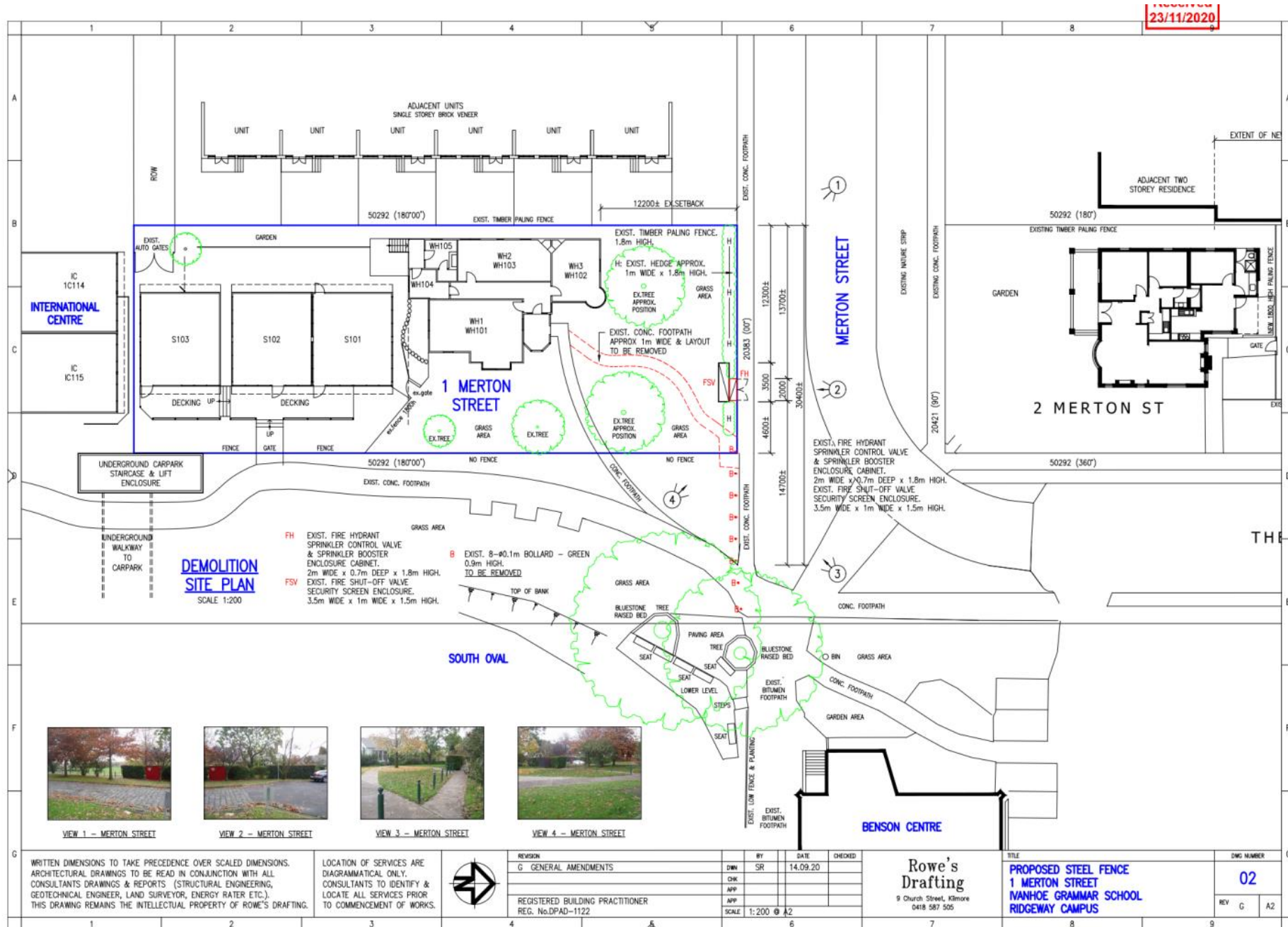


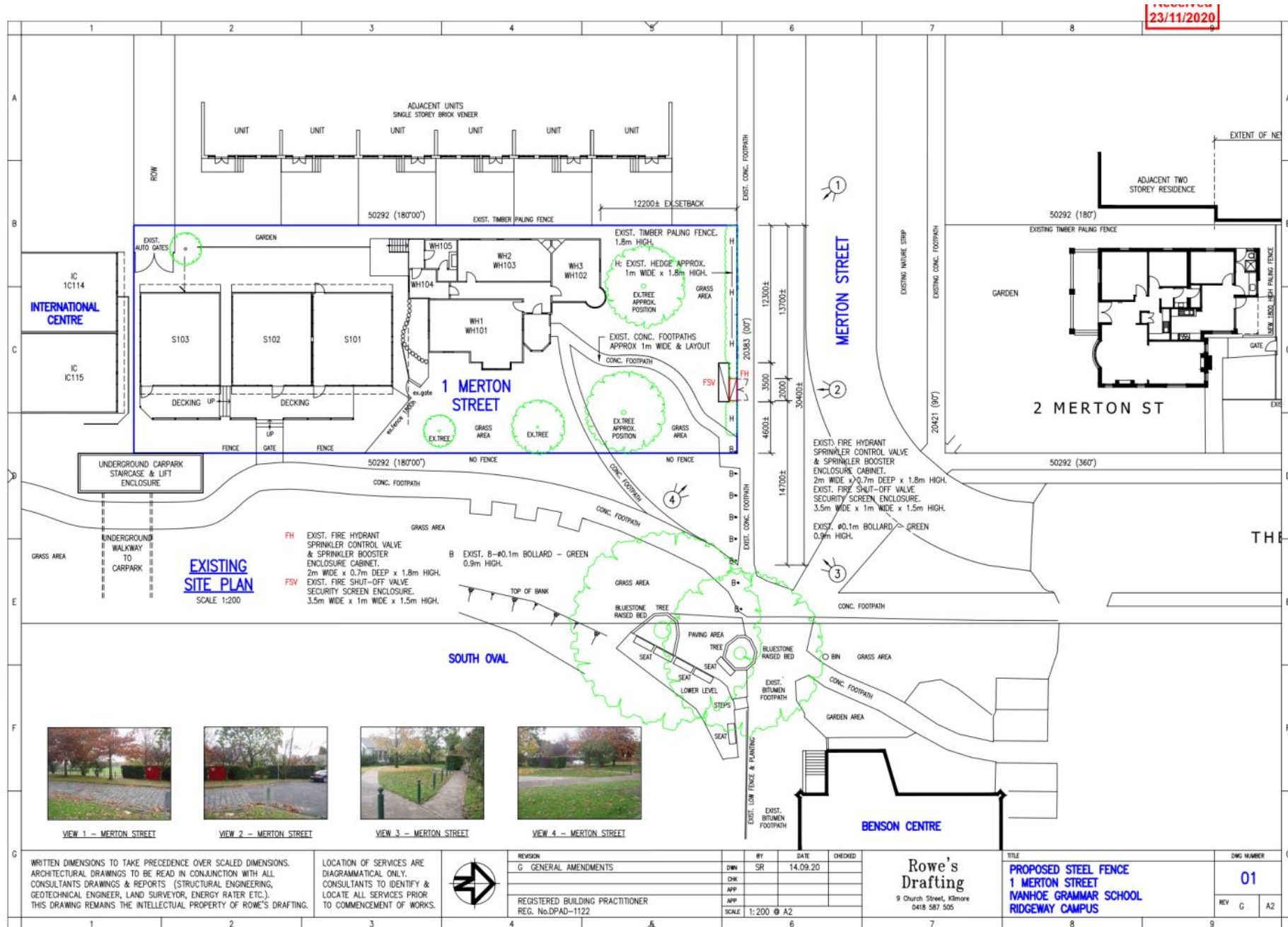
LEGEND

- F1** 2.0m HIGH STEEL FENCE
- F2** POSTS, FRAMES, CAPPINGS & BRACKETS
- F3** NOM. Ø16 VERTICAL RODS
SPEAR HEAD CARDINALS
KEY CARD AUTO GATES
(SLIDING & SWING)
- F4** 2.0m HIGH STEEL GATES

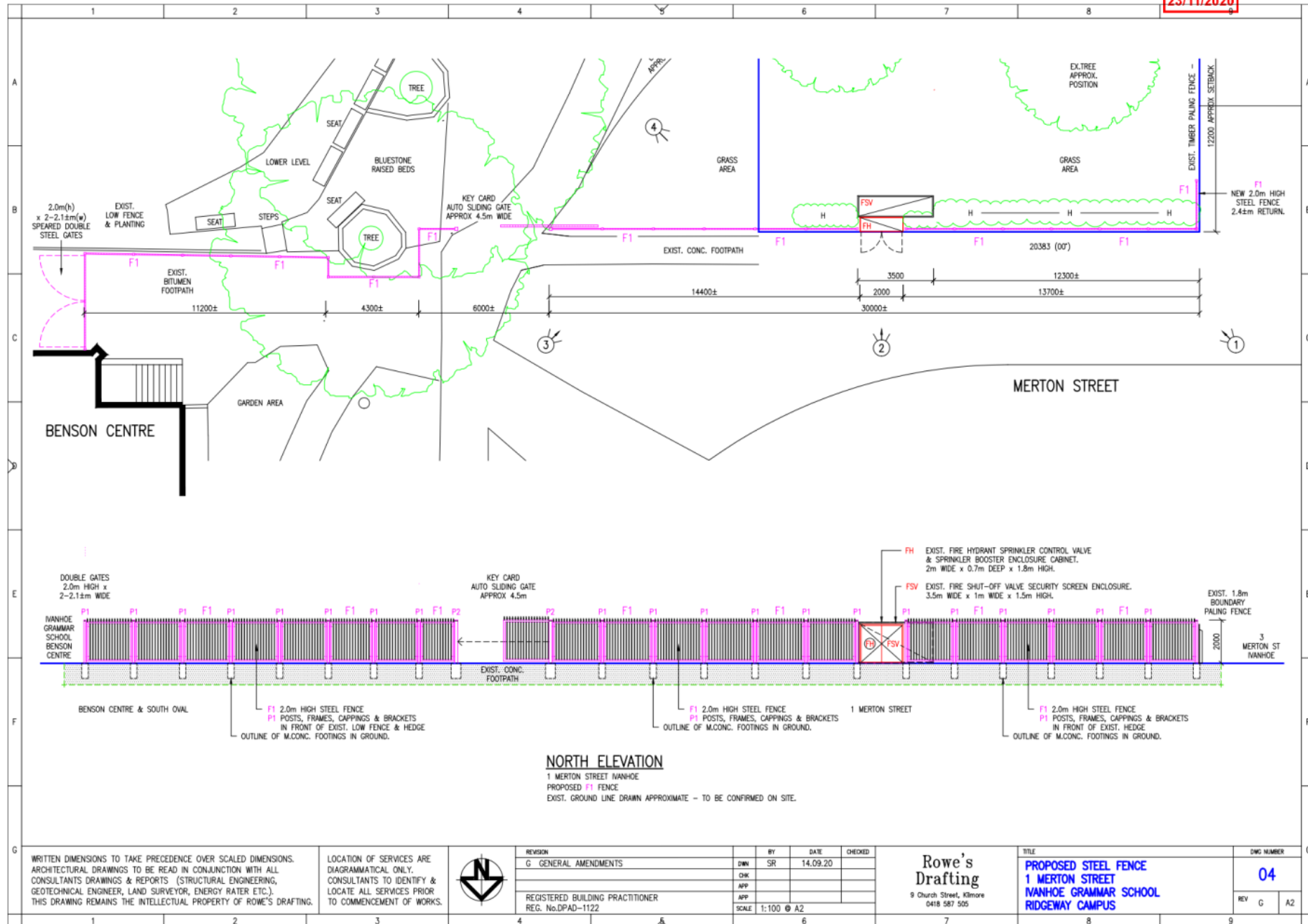


PO Box 91
 The Ridgeway
 Ivanhoe Vic 3079
 t: 03 9490 1877
 e: info@ivanhoe.com.au
 w: ivanhoe.com.au

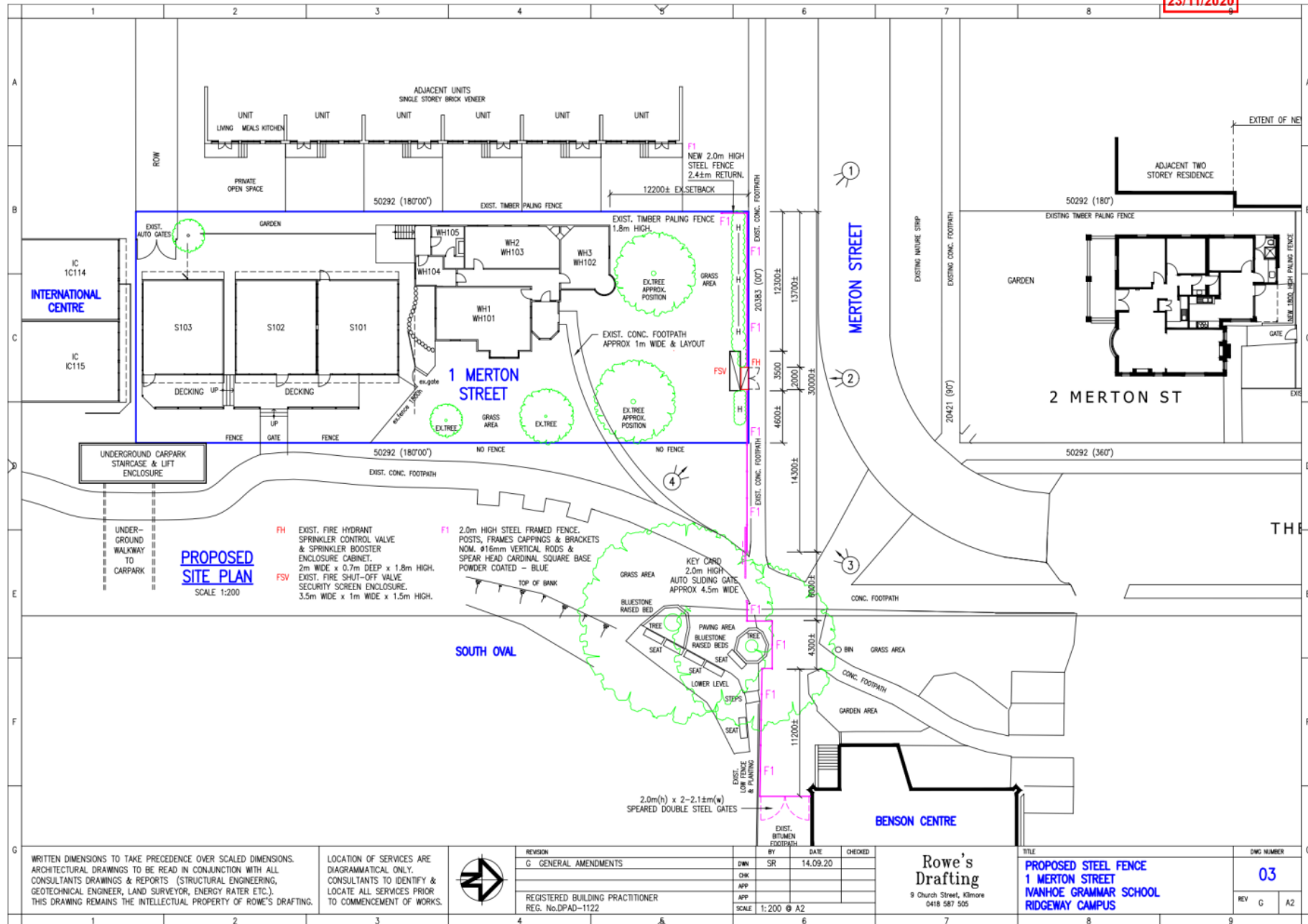




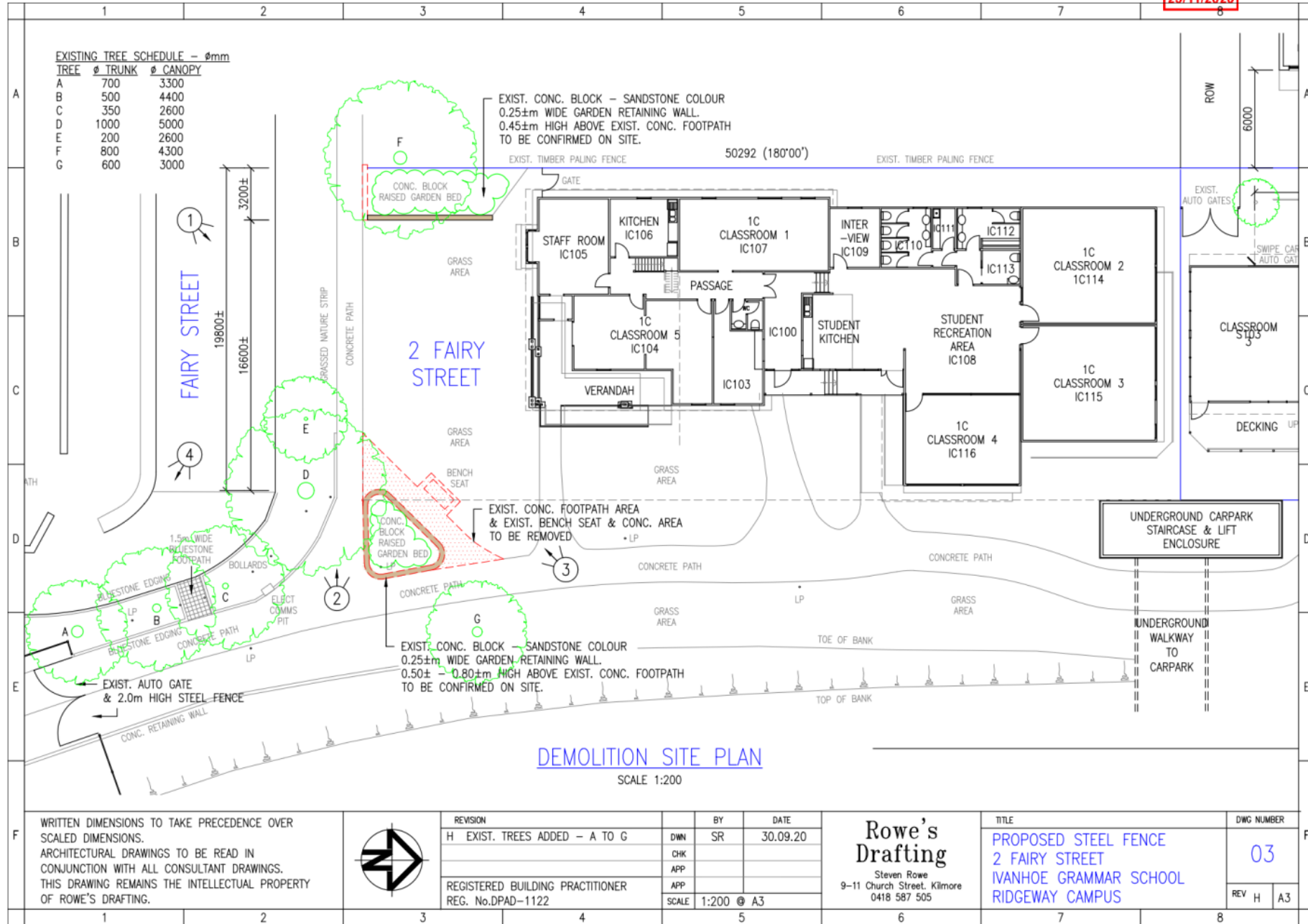
23/11/2020



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23/11/2020



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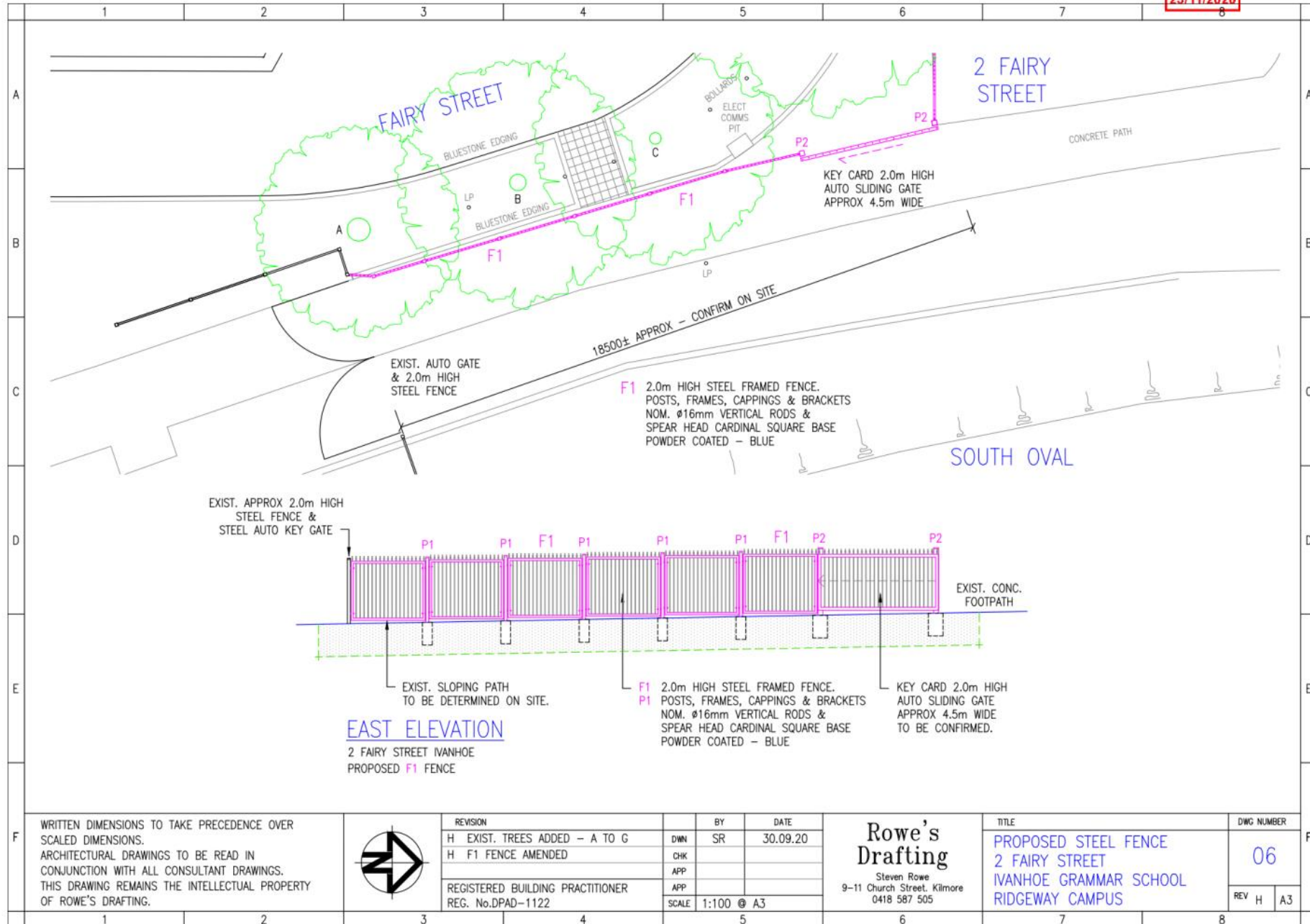
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	CHK	
	APP	
REGISTERED BUILDING PRACTITIONER REG. No.DPAD-1122		
	SCALE	1:200 @ A3

Rowe's Drafting
Steven Rowe
9-11 Church Street, Kilmore
0418 587 505

TITLE
PROPOSED STEEL FENCE
2 FAIRY STREET
IVANHOE GRAMMAR SCHOOL
RIDGWAY CAMPUS

DWG NUMBER
03
REV H A3

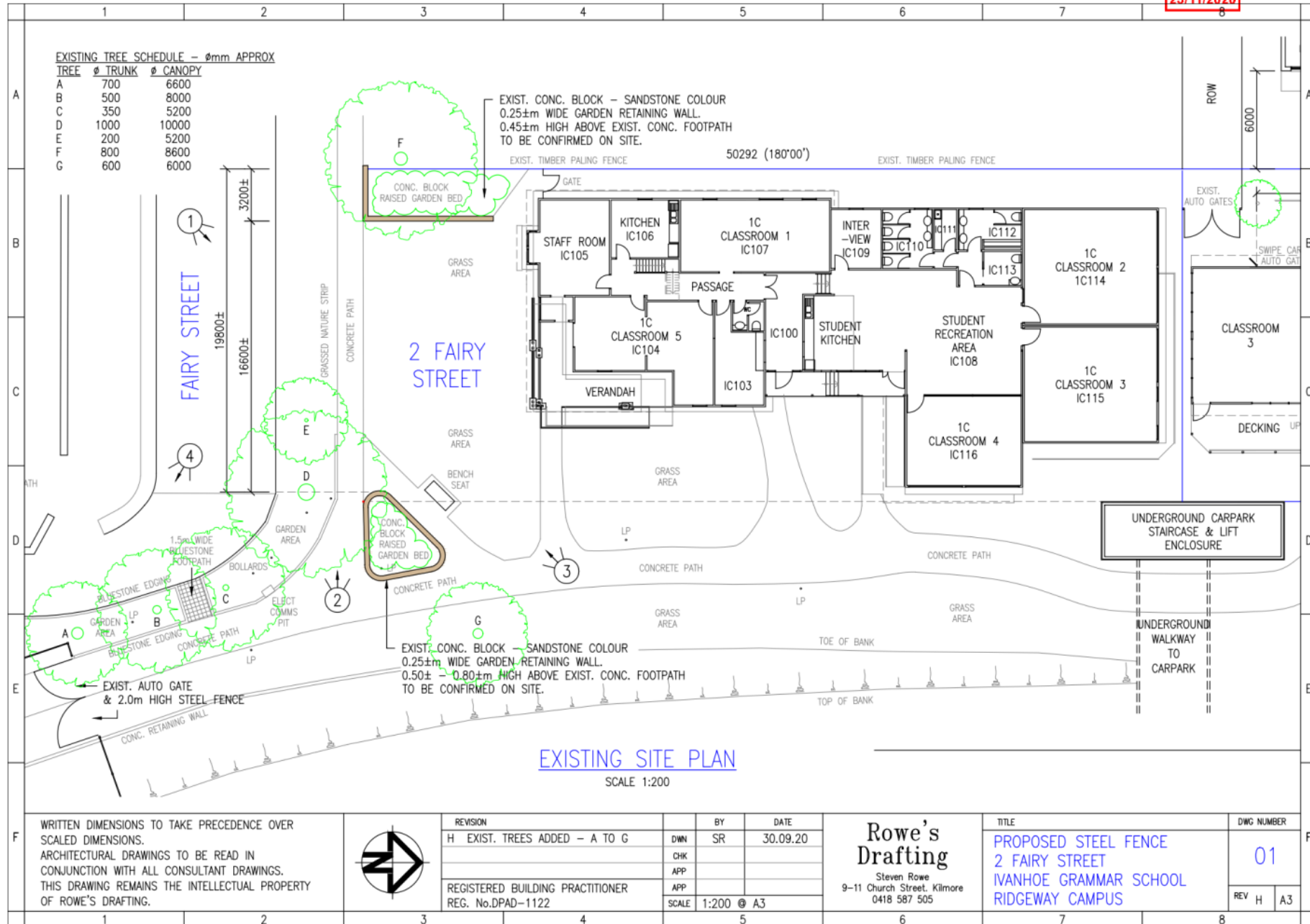
23/11/2020



23/11/2020

	1	2	3	4	5	6	7	8																													
A									A																												
B									B																												
C	<p><u>VIEW 1 – FAIRY STREET</u></p>		<p><u>VIEW 2 – FAIRY STREET</u></p>						C																												
D									D																												
E									E																												
F	WRITTEN DIMENSIONS TO TAKE PRECEDENCE OVER SCALED DIMENSIONS. ARCHITECTURAL DRAWINGS TO BE READ IN CONJUNCTION WITH ALL CONSULTANT DRAWINGS. THIS DRAWING REMAINS THE INTELLECTUAL PROPERTY OF ROWE'S DRAFTING.		<table border="1"> <thead> <tr> <th>REVISION</th> <th>BY</th> <th>DATE</th> </tr> </thead> <tbody> <tr> <td>H VIEW 4 ADDED</td> <td>DWN SR</td> <td>30.09.20</td> </tr> <tr> <td></td> <td>CHK</td> <td></td> </tr> <tr> <td></td> <td>APP</td> <td></td> </tr> <tr> <td colspan="3">REGISTERED BUILDING PRACTITIONER REG. No.DPAD-1122</td> </tr> <tr> <td></td> <td>APP</td> <td></td> </tr> <tr> <td></td> <td>SCALE</td> <td>1:100 A3</td> </tr> </tbody> </table>	REVISION	BY	DATE	H VIEW 4 ADDED	DWN SR	30.09.20		CHK			APP		REGISTERED BUILDING PRACTITIONER REG. No.DPAD-1122				APP			SCALE	1:100 A3	<p>Rowe's Drafting Steven Rowe 9-11 Church Street, Kilmore 0418 587 505</p>	<table border="1"> <thead> <tr> <th>TITLE</th> <th>DWG NUMBER</th> </tr> </thead> <tbody> <tr> <td>PROPOSED STEEL FENCE 2 FAIRY STREET IVANHOE GRAMMAR SCHOOL RIDGWAY CAMPUS</td> <td>02</td> </tr> <tr> <td></td> <td>REV H A3</td> </tr> </tbody> </table>	TITLE	DWG NUMBER	PROPOSED STEEL FENCE 2 FAIRY STREET IVANHOE GRAMMAR SCHOOL RIDGWAY CAMPUS	02		REV H A3					F
REVISION	BY	DATE																																			
H VIEW 4 ADDED	DWN SR	30.09.20																																			
	CHK																																				
	APP																																				
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	1	2	3	4	5	6	7	8																													

23/11/2020



WRITTEN DIMENSIONS TO TAKE PRECEDENCE OVER SCALED DIMENSIONS. ARCHITECTURAL DRAWINGS TO BE READ IN CONJUNCTION WITH ALL CONSULTANT DRAWINGS. THIS DRAWING REMAINS THE INTELLECTUAL PROPERTY OF ROWE'S DRAFTING.



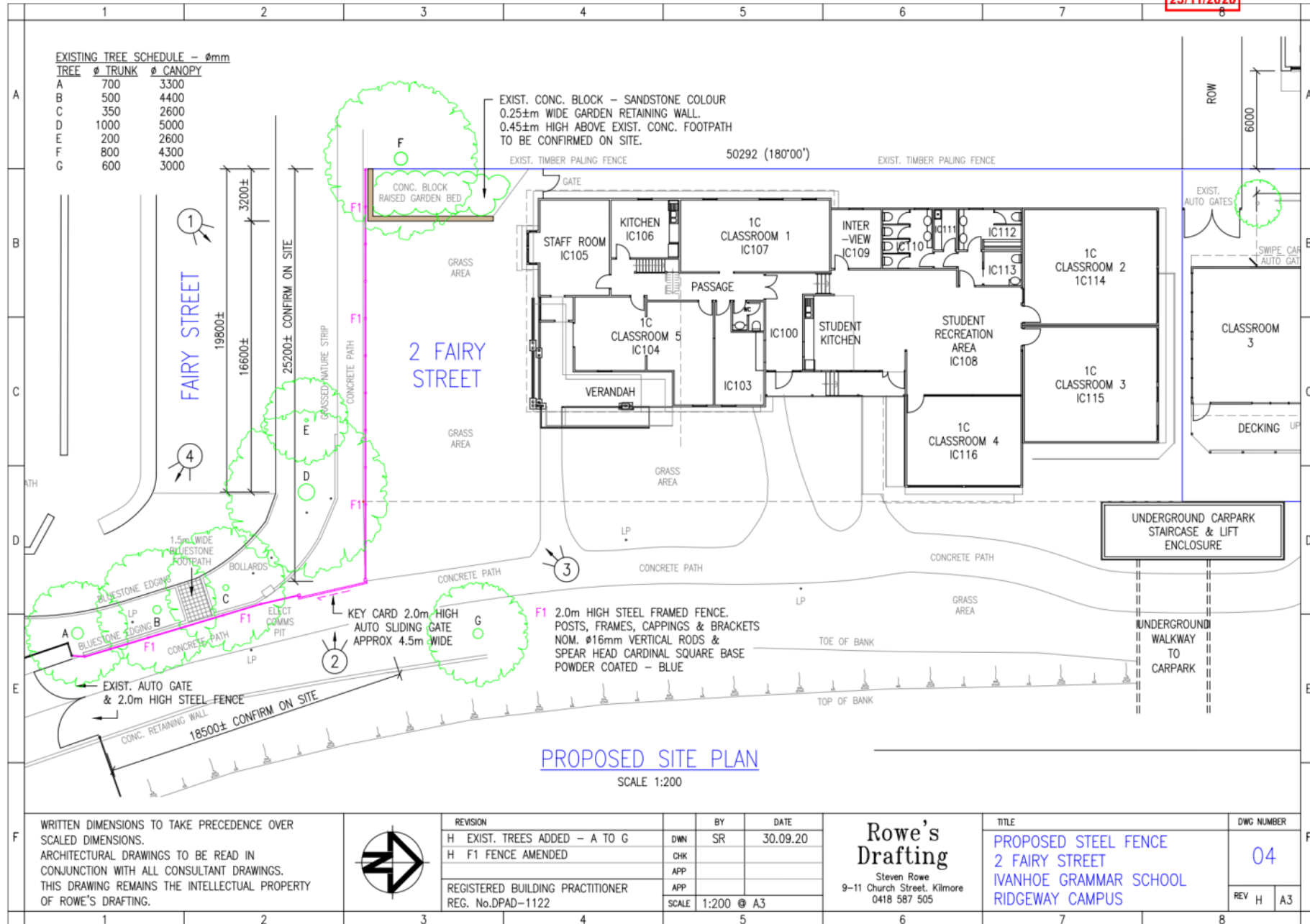
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H EXIST. TREES ADDED -- A TO G	DWN SR	30.09.20
	CHK	
	APP	
REGISTERED BUILDING PRACTITIONER REG. No.DPAD-1122	APP	
	SCALE	1:200 @ A3

Rowe's Drafting
 Steven Rowe
 9-11 Church Street, Kilmore
 0418 587 505

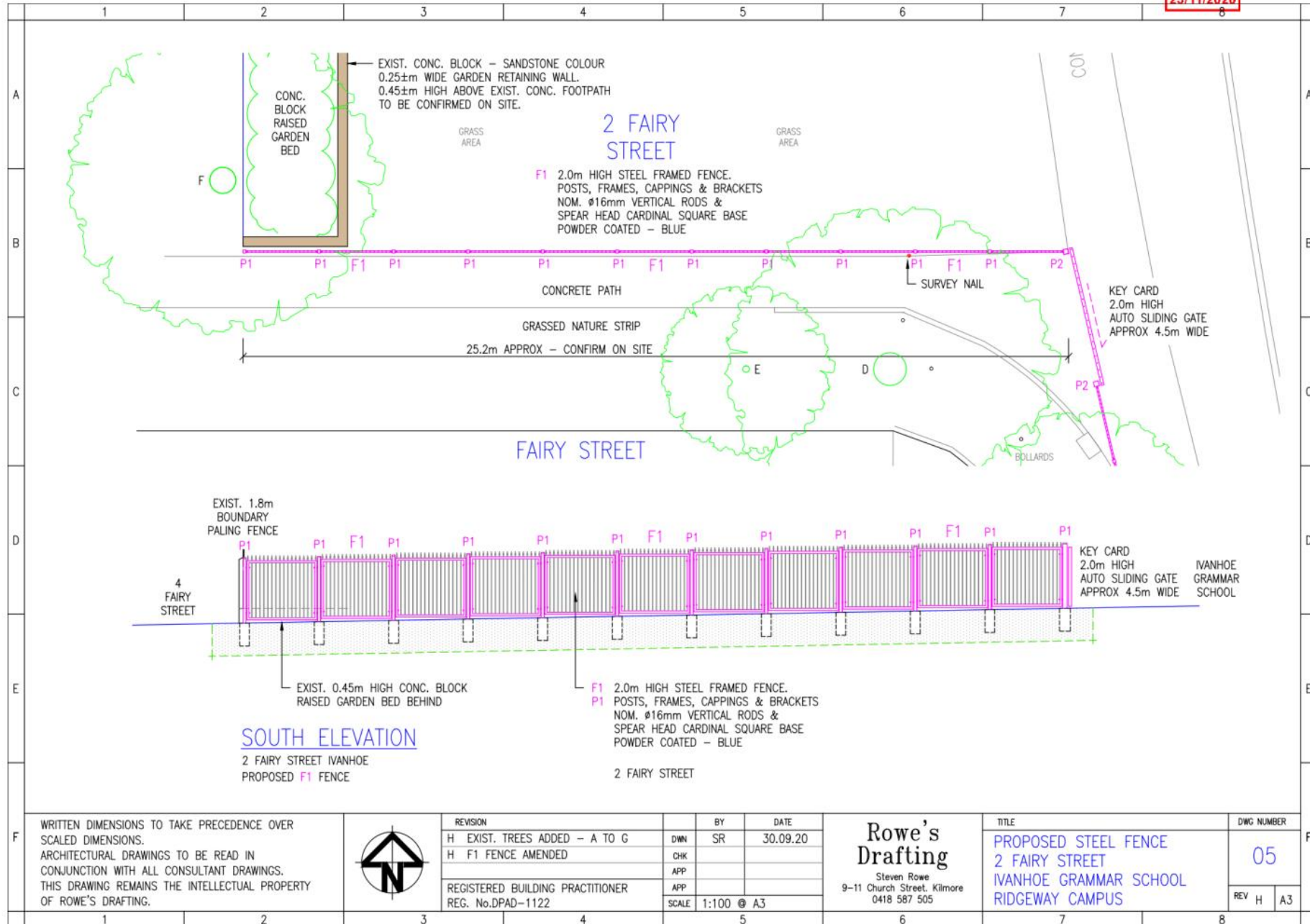
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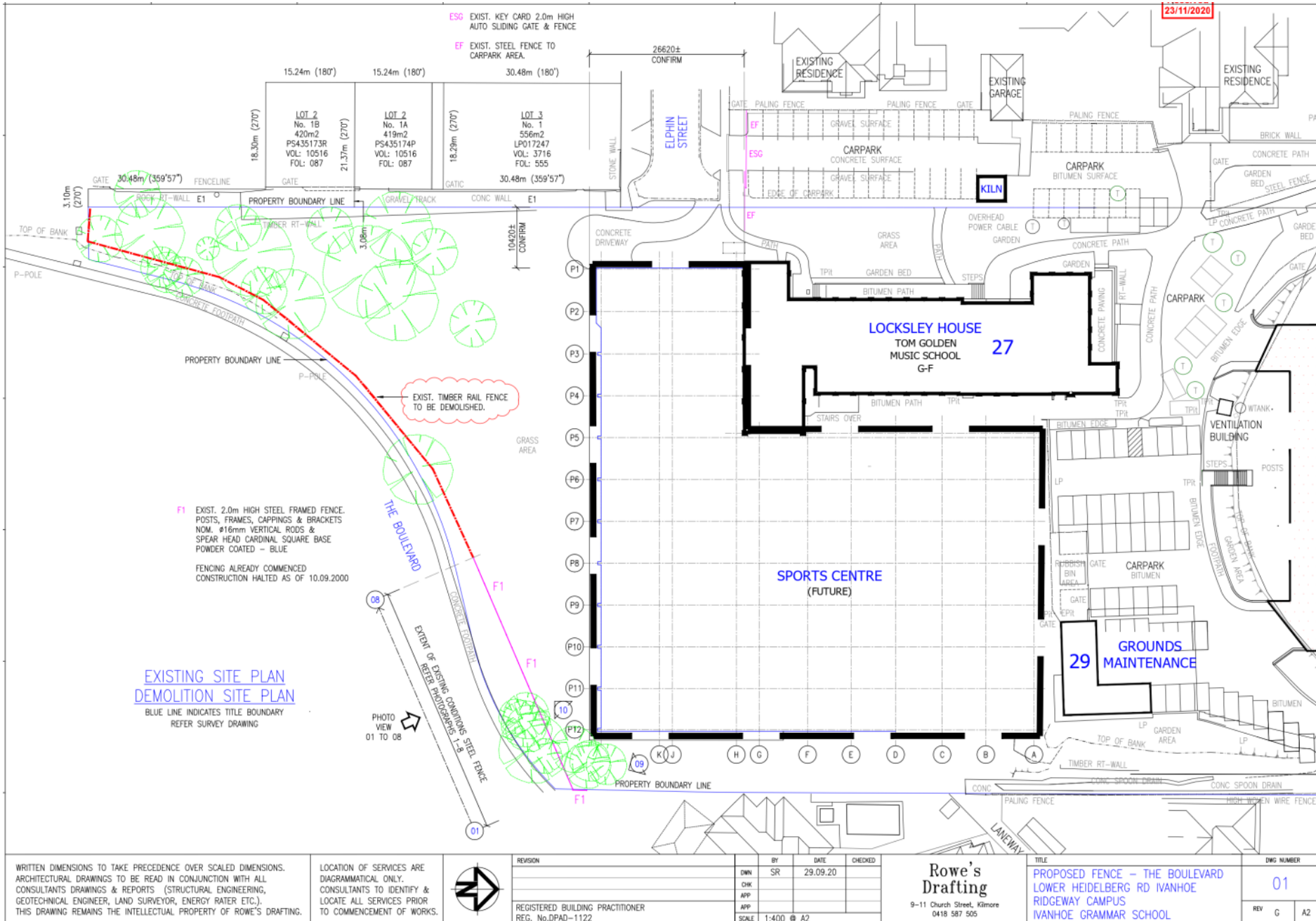
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VIEW 01
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VIEW 05
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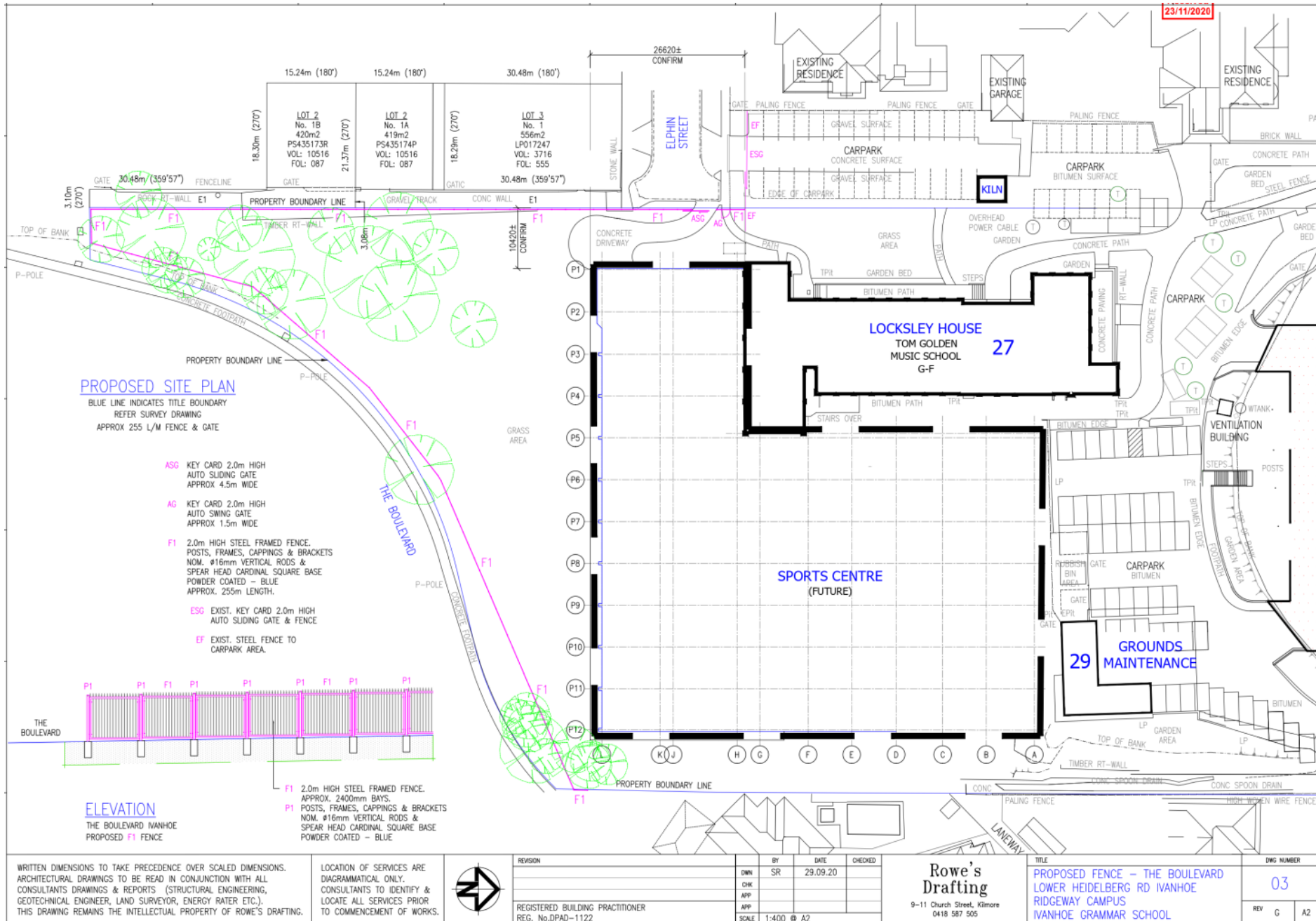
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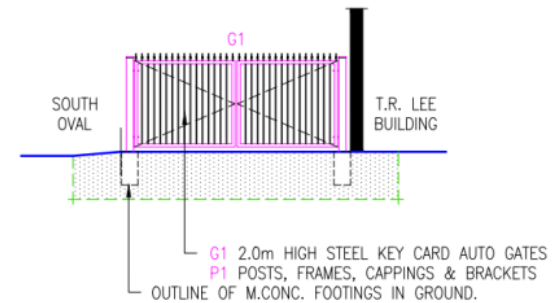
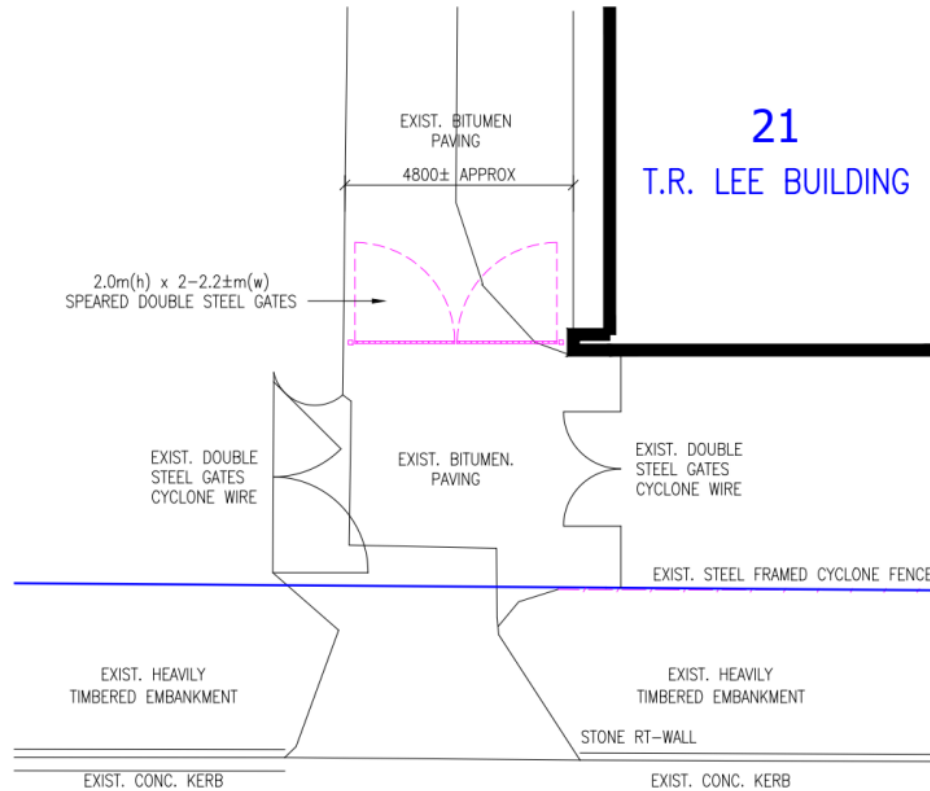
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SCALE - @ A2			

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0416 587 505

TITLE	DWG NUMBER
PROPOSED FENCE - THE BOULEVARD LOWER HEIDELBERG RD IVANHOE RIDGWAY CAMPUS IVANHOE GRAMMAR SCHOOL	02
REV G	A2



23/11/2020



EAST ELEVATION

T.R. LEE BUILDING
 PROPOSED G1 STEEL KEY CARD AUTO GATES
 EXIST. GROUND LINE DRAWN APPROXIMATE
 TO BE CONFIRMED ON SITE.

WRITTEN DIMENSIONS TO TAKE PRECEDENCE OVER
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**Rowe's
 Drafting**
 Steven Rowe
 9-11 Church Street, Kilmore
 0418 587 505

TITLE	DWG NUMBER
PROPOSED STEEL FENCE T.R. LEE BUILDING IVANHOE GRAMMAR SCHOOL RIDGEWAY CAMPUS	01
REV A	A3

The Sustainable Design Assessment in the Planning Process (SDAPP) Framework

The *Sustainable Design Assessment in the Planning Process* (SDAPP) Framework focuses on applying environmentally sustainable development (ESD) principles to the built environment through the statutory planning system in order to achieve more sustainable building outcomes for the long-term benefit of the wider community.

The SDAPP Framework is managed by the Council Alliance for a Sustainable Built Environment, known as CASBE. Victorian Councils apply the SDAPP Framework through their statutory planning system.

There are several components that support and underpin the SDAPP Framework. These include:

1. **Local ESD Planning Policy OBJECTIVES**, which includes the 'Best Practice' definition, and the objectives for each Sustainable Building Category.
2. **The Best Practice Standards**, which outline councils' minimum expectations to meet the objectives in the policy. As the [Best Practice] standards are how councils measure whether a development has met the ESD objectives of council, they are the crux of the SDAPP Framework.
3. **The SDAPP Assets**, which include the:
 - **Sustainable Design Fact Sheets** – a series of information sheets aimed at the development industry, which includes the Best Practice standards for each Sustainable Building Category, and suggested design strategies to meet those standards.
 - **Built Environment Sustainability Scorecard (BESS)**, which provides a dynamic interface for developers and building owners to prepare a sustainability assessment of their project for the purposes of meeting councils sustainability requirements. The design strategies included in the BESS tool directly relate to the Best Practice Standards listed in the Sustainable Design Fact Sheets
 - **The SDAPP Resource Kit** – a series of guiding documents aimed at councils seeking to implement the SDAPP Framework. The SDAPP Resource Kit is updated from time to time and is shared free of charge to Victorian councils.

About the BESS tool

Currently, the local ESD policy requires ESD reporting on residential developments for two or more dwellings and non-residential developments. The reporting requirement allows developments to be assessed on their appropriateness against the local policy and design standards. Various assessment tools may be used to assess how the proposed development addresses the objectives of policy 22.05. The BESS (Built Environment Sustainability Scorecard) tool has been specifically developed to enable this assessment, and is widely used on relevant planning applications at Banyule.

BESS assesses projects against established benchmarks in nine environmental categories (Table 1 BESS Categories and Actions). These categories are consistent with the environmental objectives in the Environmentally Sustainable Development Local Planning Policy.

Each category contains a number of credits relating to that environmental issue. Each credit contributes points toward the total score of that category. Category scores are weighted to calculate the overall BESS score. Credits may be as simple as a Yes/No question, may

require simple numerical input, or may be calculated based on a number of inputs (profiling questions).

The overall BESS score is shown as a percentage, representing a percentage improvement over a benchmark project. The benchmark project is created from the project information that you input into BESS and is based on minimum National Construction Code and Minimum Energy Performance Standards. The BESS overall score is determined by the category scores, factoring in the weighting of each category.

- 'Best practice' is defined within BESS as an overall score of 50% or higher.
- 'Excellence' is defined within BESS as an overall score of 70% or higher.

In addition to the overall scoring, four BESS categories have mandatory pass scores:

- Water - 50%
- Energy - 50%
- Stormwater - 100%
- Indoor Environment Quality (IEQ) - 50%

Categories have different weighting on the overall score – these weightings are based on a review of other built environment assessment tools, consideration of potential environmental impact (including longevity), opportunities for improving performance and the overall ESD performance standard. Also, information required and points available are dependent on type and scale of the project.

Table 1 BESS Categories and Actions

Category	Weight	Min. Pass?	Captured in BESS	not captured in BESS
Management	4.5%	No	<ul style="list-style-type: none"> - pre-application meeting with Council - early thermal performance modelling - ongoing monitoring (metering and sub-metering strategies) 	<ul style="list-style-type: none"> - Life Cycle Assessment - Project specific Climate Adaptation Plan
Water	9%	Yes, 50%	<ul style="list-style-type: none"> - water efficiency of fixtures - rainwater collection & use - water efficient landscaping - building systems water use 	<ul style="list-style-type: none"> - Waterless heat rejection systems
Energy ¹	27.5%	Yes, 50%	<ul style="list-style-type: none"> - passive design (NatHERS rating) - energy efficient services - energy efficient appliances - onsite renewable energy 	<ul style="list-style-type: none"> - Zero carbon development - Air tightness - Power Purchase Agreement (PPA)
Stormwater ²	13.5%	Yes, 100%	<ul style="list-style-type: none"> - stormwater treatment 	<ul style="list-style-type: none"> - Integrated stormwater treatments
Indoor Environmental Quality	16.5%	Yes, 50%	<ul style="list-style-type: none"> - Daylight - Ventilation - solar access - thermal comfort 	<ul style="list-style-type: none"> - Acoustic privacy - External views - Air quality - Toxicity of materials
Transport	9%	No	<ul style="list-style-type: none"> - bicycle parking - end of trip facilities car share schemes - electric vehicle infrastructure 	<ul style="list-style-type: none"> - 100% EV ready carparks (residential) - Access by public transport (non-residential)
Waste	5.5%	No	<ul style="list-style-type: none"> - building re-use - food & garden waste - convenience of recycling 	<ul style="list-style-type: none"> - Zero waste

<i>Urban Ecology</i>	5.5%	No	<ul style="list-style-type: none"> - communal spaces - vegetation - food production - green walls, roofs & facades 	- Heat island effect
<i>Innovation</i>	9%	No	<ul style="list-style-type: none"> - encourage design features and technologies that are not recognised elsewhere within BESS because they are new to Victoria, or because they go well beyond the best practice standard in BESS 	N/A

¹ Applicants have some flexibility for achieving points, through either pursuing improvements to the building shell (passive design) and/or increasing the efficiency of mechanical and electrical system components. Onsite renewable energy generation can assist in reaching higher performance standards, or offset energy consumption of buildings with average performing building shell or appliances.

² Through min 100% STORM score, or compliant MUSIC model to meet the Urban Stormwater Management Best Practice standards for water quality (CSIRO, 1999).



**EXPERT PANEL'S
REVIEW OF
VICTORIAN'S
BUILDING SYSTEMS**

Framework for Reform
Banyule City Council
Submission

Banyule City Council - Submission
 Expert Panel's review of Victorian's Building System:
 "Framework for Reform" April 2021



Contents

Introduction	2
Practitioner Registration.....	3
Key issues identified by the Panel	3
Key Issues & Solutions identified by Banyule.....	3
Building Approvals	4
Key issues identified by the Panel	4
The VMBSG model	5
The MAV Model.....	6
The AIBS Model.....	7
Model of the Graduated Approvals Approach	8
Key issues & solutions identified by Banyule.....	9
Regulatory Oversight.....	10
Key issues identified by the Panel	10
Key issues & solutions identified by Banyule.....	10
Consumer Protection.....	11
Key issues identified by the Panel	11
Key issues & solutions identified by Banyule.....	11
Further Submission detail	11

I

Banyule City Council - Submission
Expert Panel's review of Victorian's Building System:
"Framework for Reform" April 2021



Introduction

The Victorian Government established the independent Building Reform Expert Panel (the Panel) to lead its review of the building legislative and regulatory system (the Review). The reasons the Government commissioned this comprehensive Review of Victoria's building system include the need to:

1. address risks of regulatory and industry failure, as highlighted by the use of combustible cladding material; and
2. modernise the legislative and regulatory framework to address contemporary building design and construction approaches, and to underpin a thriving construction sector.

The key objectives of this Review are to create a building regulatory system for Victoria that:

1. Delivers safe, compliant, durable, affordable and sustainable housing and buildings efficiently and effectively.
2. Protects consumers and improves confidence in the industry and regulators.
3. Supports skilled and experienced practitioners to carry out compliant and safe practices; and
4. Supports regulators to effectively and efficiently enforce compliance.

The following submission is made on behalf of Banyule City Council to the Expert Panel's review of Victorian's Building System, in response to the "Framework for Reform" document provided in April 2021.

Practitioner Registration

Key issues identified by the Panel

1. Only some classes stipulate that a practitioner must be registered in that class to carry out the particular type of work;
2. complex and high-risk work can be performed by practitioners without specialist skills;
3. not all aspects of work undertaken for today's construction projects are covered by registered practitioner classes; and
4. the corporate registration scheme does not effectively deter non-compliance.

There are three further issues relating to practitioner competence and support for practitioner training, these are:

- concerns about the quality of training and assessment by some Registered Training Organisations (RTOs);
- competence in the National Construction Code (NCC) and use of performance solutions is not well understood; and
- no requirements for Continuing Professional Development (CPD) are active.

To address these issues, the Panel presents the following possible improvements:

- assess and align practitioner categories and classes to reflect modern construction practices so that:
- all work that should be regulated has a practitioner category and class; and
- specialist practitioner categories and/or classes are developed for complex and high-risk work;
- boost practitioner competence by adopting competence frameworks and improving the education, training and other support available; and
- provide effective assessment of technical competency (and reduce duplication) through improvements in the quality and technical capacity of accreditation bodies and RTOs.

Key Issues & Solutions identified by Banyule

- All trades should be registered and accountable for their contribution to building work.
- Appropriate professional indemnity insurance should be a pre-requisite of registration with CPD program in place to ensure competence with the NCC is maintained
- Improvements in quality of content and output in Training organisations is imperative to maintain a high standard of future practitioners with the required skill set to deliver quality output with the highest level of compliance.
- Building supervisors are currently unregistered and essentially act as DBM (Domestic builder Manager) in a majority of volume built homes. There is virtually no oversight of building work by the nominated Registered builder.

Building Approvals

Key issues identified by the Panel

The Panel has identified four key issues relating to the building approvals process:

1. inadequate processes and oversight of complex buildings, including mandatory inspections;
2. concentration of responsibility and associated risk on the Relevant Building Surveyor (RBS) in the building approvals process;
3. limited oversight over decision-making by the RBS during the building approvals process; and
4. potential for conflicts of interest between Private Building Surveyors (PBSs) and builders, developers or design practitioners.

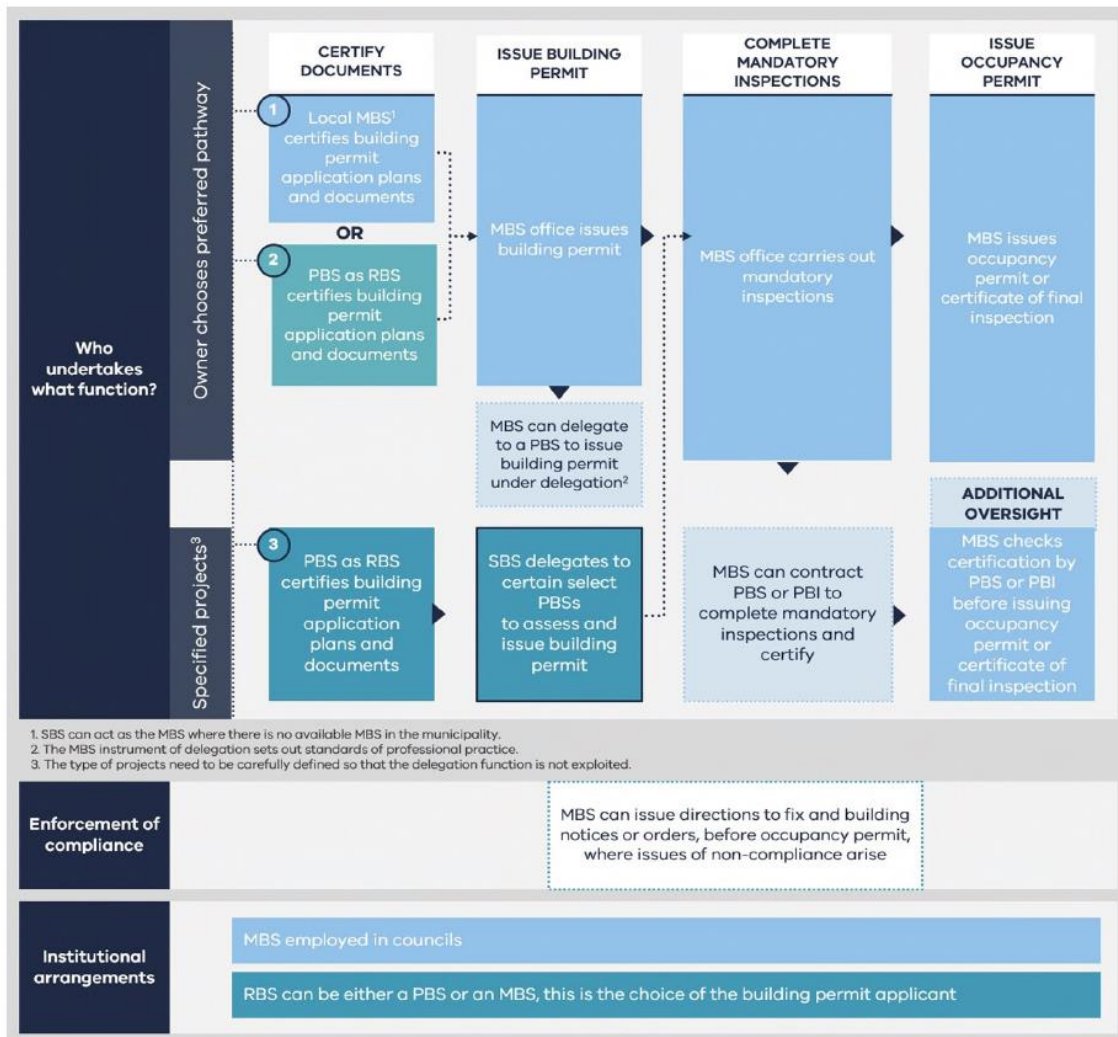
To address these issues, the Panel presents the following possible improvements:

- different models for building approvals that have been presented to the Panel by the Victorian Municipal Building Surveyors Group (VMBSG), the Municipal Association of Victoria (MAV) and Australian Institute of Building Surveyors (AIBS); and
- the option of a graduated, proportionate approach to approvals to provide greater oversight and improved compliance checks depending on the nature of the proposed building work.



The VMBSG model

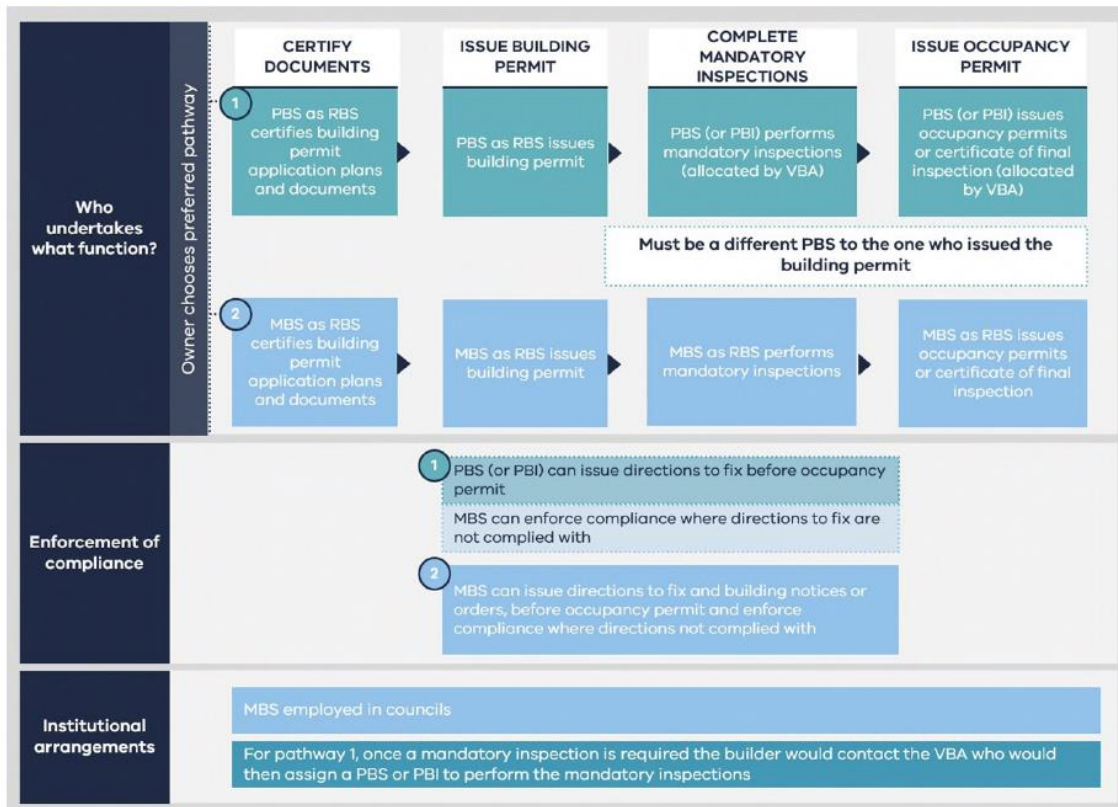
The VMBSG model in particular centralises the approval process similar to the system in place prior to deregulation. All models ultimately require the greater focus on Council's to strengthen the resources in the statutory space as well as the technical skill base within Building surveying teams to properly discharge duties.





The MAV Model

Largely unchanged with inspections being undertaken by VBA appointed PBS (different to issuing surveyor) and issue occupancy permit

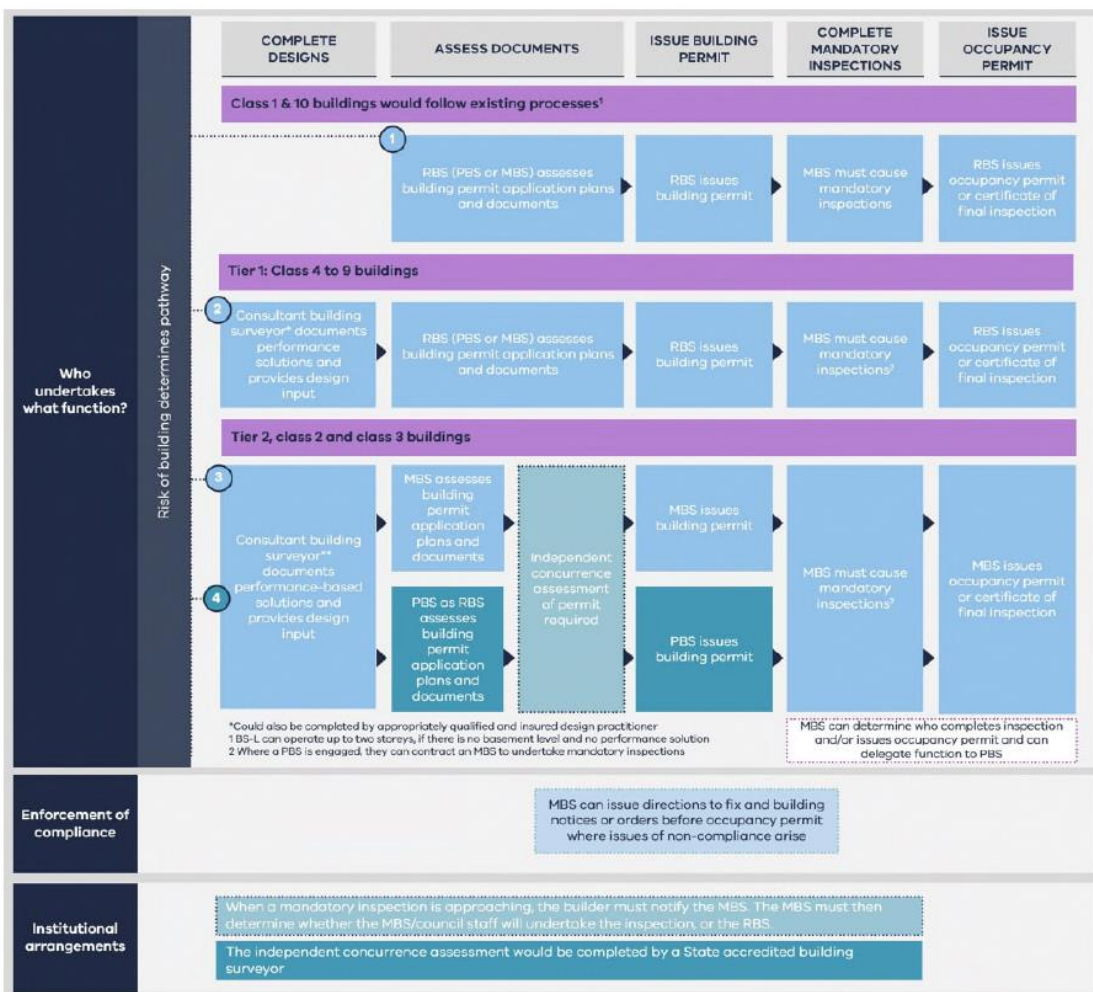




The AIBS Model

For all classes of building, mandatory inspections should be supplemented within the current legislation by random inspections undertaken by Local Government acting as a regulatory body, acting consistently with a Municipal Building Control Plan. AIBS also suggests that each local council area must adopt an annual compliance and enforcement strategy, such as a Municipal Building and Control Plan. The strategy would include the number of inspections and specific compliance activity to be undertaken and be based in part on public input.

- Class 1 & 10 's Permits unchanged, inspections by MBS
- Class 4—9 , Additional consultant and inspections by MBS
- Class 2 & 3, Additional consultant and inspections by MBS



Banyule City Council - Submission
Expert Panel's review of Victorian's Building System:
"Framework for Reform" April 2021



Model of the Graduated Approvals Approach

It is considered that the graduated risk approach is the preferred model as it achieves the best balance between the added layer of oversight to achieve better consumer outcomes and without shifting an inordinate amount of responsibility to the MBS.

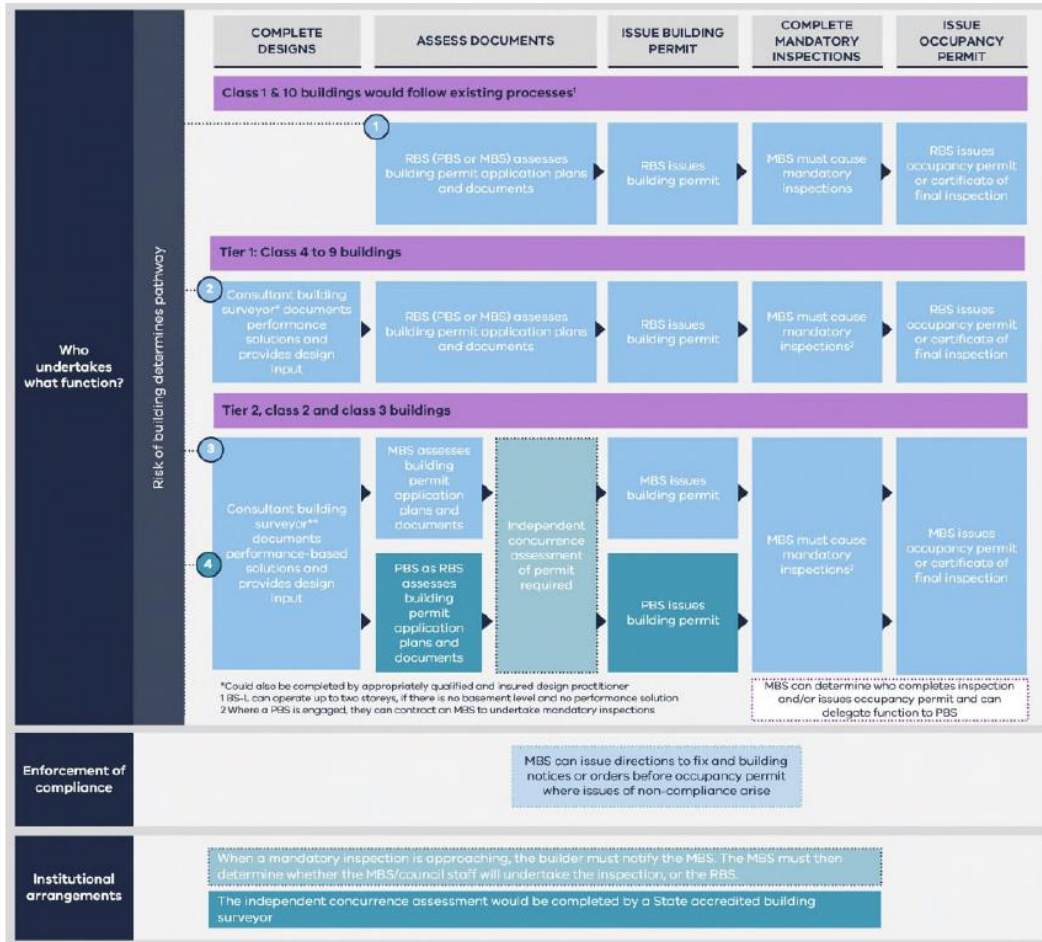
The graduated risk approach to building approvals on complex, high risk projects would result in better oversight and ultimately lead to stronger compliance. The ability to utilise a tiered approach introduces an extra layer of checks and balances by having a co-operative assessment model between the MBS and PBS on complex projects where the additional oversight by a professional with the appropriate skills will ultimately lead to better outcomes for the consumer. The potential for conflict of interest between RBS and builders/developers may be mitigated by this operation model. The introduction of additional inspections should also be considered as a key component and fundamental to the delivery of compliant building work

- Tier 1 buildings – Likely to be 1 & 10's , largely unchanged
- Tier 2 – Commercial or complex – MBS issues permit

Banyule City Council - Submission
 Expert Panel's review of Victorian's Building System:
 "Framework for Reform" April 2021



▪ Trier 3 – High risk/complex SBS issues permit



Key issues & solutions identified by Banyule

- The current system concentrates risk and responsibility upon the RBS. The owner appointment of RBS has had little influence on consumers selecting their Building surveyor as most builders will "recommend" or include permit fee in contract price if "preferred" RBS appointed. All proposals, to varying degrees, shift a great deal of additional responsibility to Council MBS's. Whilst it is not possible to accurately quantify the demand on resources of any model with confidence, what is certain is that a substantial rotation of resources will be necessary to bolster the number of suitably credentialled and experienced staff to manage the demands of both implementing and operating any future statutory obligations shifted upon Councils.
- As viewed from a local government/resourcing point of view, the MAV model, somewhat predicably is least onerous on Council resources with the VMBSG the most. The graduated model shifts the responsibility of issuing building permit of complex projects to MBS, where the AIBS looks to the MBS to transfer inspection functions upon Councils.

Regulatory Oversight

Key issues identified by the Panel

The Panel has identified four key issues relating to regulatory oversight:

1. overlap of the functions and powers of the regulators;
2. fragmented approach to oversight of design practitioners;
3. inadequate data collection, access to and sharing of data, among regulators and with other government agencies or departments; and
4. ongoing criticism of building regulators.

To address these issues, the Panel presents the following possible improvements:

- In this Paper, the Panel outlines the need for fundamental improvements to strengthen the existing regulatory structures by clarifying roles and functions and implementing measures to improve regulatory practice.

This Paper also considers the following possible improvements:

- further strengthening of the State Building Surveyor's role and independence by creating an independent Office of the State Building Surveyor (SBS); and/or
- consider reform to regulator structure by separating the regulation of building approvals and enforcement from registration and oversight of building practitioners.

Key issues & solutions identified by Banyule

- The need for a more cohesive approach to Regulatory oversight has been evident in the fragmented approach to compliance and enforcement to date. No comments in this space other than there is currently an opportunity to provide further assistance to practitioners when expertise is requested from the regulator when exercising its function as a technical expert adviser for industry. A more collaborative approach to assist practitioners in achieving compliance may result in better outcomes for consumers and lead to wider industry knowledge and proficiency.

Consumer Protection

Key issues identified by the Panel

The Panel has identified three key issues relating to consumer empowerment and representation:

1. difficulties for consumers accessing and acting on information to exercise their rights;
2. a lack of transparent information about consumer harms and systemic risks; and
3. a lack of formal systemic representation and individual advocacy support for consumers.

To address these issues, the Panel presents the following possible improvements:

- improve existing advocacy and support services for individual consumers;
- establish a consumer representative body to address systemic consumer building issues; and
- establish a consumer reference group or advisory mechanism.

Following implementation of the above possible improvements, the Panel will finalise its advice on the need for:

- a tool to enable consumers to differentiate based on quality; and
- improvements to current insurance arrangements.

Key issues & solutions identified by Banyule

- A robust and centralised warranty system covering building defects, not only insolvency or death of the builder should be considered.

Further Submission detail

1. The Panel must explore solutions to implement:
 - a) Increased the role of the relevant practitioner registration authority in relation to accountability for Building Practitioners including Builders and trades generally – licensing and registration should be mandated;
 - b) Improved consumer protection in the form of a robust Builders Warranty for all building work (currently only required for work over \$16,000 and limited compensation to consumer);
 - c) Centralisation of responsibility for consumer protection functions with Consumer Affairs Victoria (CAV);
 - d) Building Practitioner and Architect registrations and licensing of building trades to be centralised in Consumer Affairs Victoria (as is currently the case with the Engineers) as the Consumer Protection Authority;
 - e) Clear lines of resourcing for Councils and MBS to carry out their building control functions;
2. The solutions identified in the Panel's key issues and solutions discussion are supported as it relates to:

Banyule City Council - Submission
Expert Panel's review of Victorian's Building System:
"Framework for Reform" April 2021



- a) Establishing the office of the State Building Surveyor as a statutory technical peak building authority for the State of Victoria;
 - b) Identification of models will address need for independence and the current conflicts of interest of the Private Building Surveyor to be addressed through legislative improvement, noting that the while the graduated risk approach is the preferred model, detail is needed in relation to configuration of the risk and complexity approach.
 - c) Improved, transparency, independence, separation and auditing of the building work certification and inspections functions;
 - d) A requirement for Municipal Building Control Plans to be prepared in collaboration with the Victorian Building Authority and the State Building Surveyor to guide financial and workforce planning and for reporting purposes;
 - e) It noted that all models will result in greater responsibility and resourcing implications for Council.
3. It is recommended that the Panel should give further consideration to:
- a) Whether the reform process must take the opportunity to provide a framework for mandatory inspections of Environmental Sustainable Development measures and outcomes where required in Planning Permit approvals.
 - b) Clear lines of responsibility for the various duties, functions and responsibilities of the authorities, including enforcement functions, involved in the scheme to avoidance of accountability;
 - c) Resolution to the issue of orphaned Building Permits (these are building permits that have been issued by the private building surveyor that are no longer in business of issuing building permits and remain unresolved and potentially a liability for MBS and councils) and who is responsible to complete the Relevant Building Surveyor functions;
 - d) A system of 'single Occupancy Permits' so that any given building should only has one Occupancy Permit at any given time and amended as need be. In addition, this should be issued and updated by MBS;
 - e) Whether the State has an adequate plan and program to ensure that skills and workforce planning, quality education courses and training opportunities in Local Government, private and SBS sectors to grow Building Surveyor numbers;
4. The Panel should consider a response to the to the following queries which are suggested as an important focus for next stage of the review.
- a) What further programs will be available to increase the pool of technically proficient Building surveyors for councils to draw upon?
 - b) What considerations have been made for council resourcing?
 - c) What is the Framework for determining risk and complexity basis of buildings in the graduated risk approach is the preferred model.
 - d) Are there measures under consideration to ensure quality of service for council's contracting inspectors/building surveyors?

Banyule City Council - Submission
Expert Panel's review of Victorian's Building System:
"Framework for Reform" April 2021



- e) What consideration can be given to the practicalities for an MBS selecting from lists or panels of inspectors and surveyors, having regard to time pressure, availability, assurance and market forces.
- f) Further detail and framework in relation to additional mandatory inspections?
- g) Further detail in relation to the risk and liability where an MBS issuing permits certified by consultant Building surveyor.

IVANHOE SPORTS PRECINCT PLAN DRAFT ISSUES AND OPTIONS REPORT

MAY 2021



Prepared by Otium Planning Group Pty Ltd
in association with Warren and Mahoney,
Playce and Turner and Townsend



Otium Planning Group Pty Ltd

Head Office:

304/91 Murphy Street
Richmond VIC 3121
ABN: 30 605 962 169
Phone: (03) 9698 7300
Email: info@otiumplanning.com.au
Web: www.otiumplanning.com.au

Local Office: Melbourne

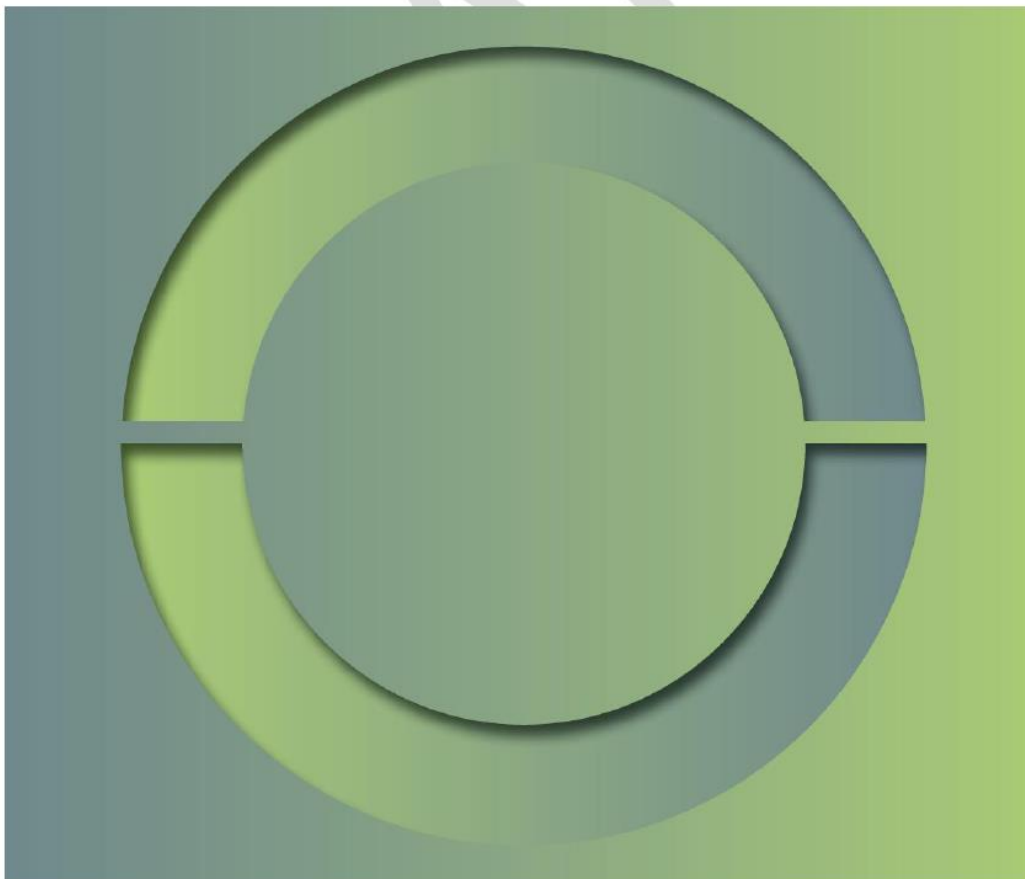
Contact: Kate Maddock
Phone: (03) 9698 7300
Email: info@otiumplanning.com.au

Otium Planning Group has offices in:

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Contents

1.	Introduction.....	1
1.1	The Project	1
1.2	Methodology.....	1
1.3	Project Reference Group.....	2
1.4	Project Progress and Next Steps	3
2.	Who Are We Planning For?	4
2.1	The Project Area.....	4
2.2	Demographic Review	4
2.2.1	Key Findings from Demographic Review	6
3.	Site Review	7
3.1	Ivanhoe Sports Precinct	7
3.2	Ivanhoe Park.....	8
3.2.1	Site Assessment.....	10
3.2.2	Current Tenants Arrangements.....	10
3.2.3	Unstructured Use	10
3.3	Ivanhoe Recreation Reserve (John Street)	11
3.3.1	Site Assessment.....	12
3.3.2	Current Tenants Arrangements.....	12
3.3.3	Unstructured Use	12
3.4	Chelsworth Park	13
3.4.1	Site Assessment.....	14
3.4.2	Current Tenants Arrangements.....	15
3.4.3	Unstructured Use	15
3.5	Site Assessment Key Findings.....	15
4.	Strategic Context	17
4.1	Trends Analysis.....	20
4.2	Key Benefits.....	22
4.3	Key Findings.....	22
5.	Stakeholder Engagement	23
5.1	Community Consultation	23
5.2	Stakeholder Interviews	24
5.2.1	Ivanhoe Park Tenants	24
5.2.2	Ivanhoe Recreation Reserve (John Street) Tenants	26
5.2.3	Chelsworth Park Tenants.....	26
5.2.4	Ivanhoe Grammar School	28
5.2.5	Ivanhoe Netball Club	28
5.2.6	Summary of Key Issues.....	29
5.3	Banyule Council Officer Discussions.....	30

5.4	Residents Survey	31
5.4.1	Ivanhoe Park.....	31
5.4.2	Ivanhoe Recreation Reserve (John Street)	31
5.4.3	Chelsworth Park	32
5.5	Summary Key Findings	32
5.5.1	Residents Survey	32
5.5.2	Stakeholder Feedback	32
6.	Key Findings and Development Options	34
6.1	Key Issues	34
6.2	Precinct Plan Vision and Objectives	35
6.3	Ivanhoe Sports Precinct Development Priorities	36
6.4	Ivanhoe Sports Precinct Plan Options - Quadruple Bottom Line Assessment and Capital Cost	41
6.4.1	QBL Community Facility Framework	42
6.4.2	Assessment for Development Option One	43
6.4.3	Assessment for Development Option Two.....	44
7.	Warranties and Disclaimers.....	45
	Appendix 1: Demographic Profile and Population Trends.....	46

1. Introduction

1.1 The Project

Ivanhoe Park is one of Banyule's prime reserves and supports a number of sporting activities including football, cricket, lawn bowls croquet and tennis. Chelsworth Park and Ivanhoe Recreation Reserve (John Street Reserve) are located within close proximity to Ivanhoe Park and collectively these three sites form a very significant sporting precinct serving the local and broader community.

In 2011/2012, Banyule City Council (Council) embarked on a master plan process for Ivanhoe Park with the objective to ensure best outcomes for the community, improve facilities and amenities and deliver a long-term sustainable plan for the Park. The adoption of the plan was deferred however a number of initiatives have been implemented including the redevelopment of the sports pavilion.

There are now exciting opportunities to be realised, new community needs, growing sporting club demands and unresolved issues over the past 18 months that have heightened the need for broader planning across Ivanhoe's sporting facilities which are under leased and license to a number of organisations.

This has included:

- Budget submission by Ivanhoe Park Croquet Club to provide \$10,000 to support a scoping study to extend the playing field to regulation size and install lighting.
- Budget submission from East Ivanhoe and Ivanhoe Bowling for \$50,000 to conduct a feasibility study for the merger of Ivanhoe and East Ivanhoe Bowling Clubs and the relocation of Ivanhoe to East Ivanhoe.
- Submissions of interests and proposals from Ivanhoe Netball Club for netball training and club facilities at Ivanhoe Park.
- Recent upgrade of facilities of Ivanhoe Tennis Club (Ivanhoe Recreation Reserve).
- Ivanhoe Junior Football Club and Ivanhoe Netball Club have expressed their interest to merge.

Decisions about the best use of the facilities in the future and how to maximise the opportunities and outcomes are difficult to make without a plan that properly considers the possibilities, needs of existing clubs, new demands and expectations from broader community.

Council has engaged Otium Planning Group (OPG) to work in collaboration with the Council and community to prepare an Ivanhoe Sports Precinct Plan. The Plan will guide Council's decision making, explore opportunities and options, set future directions for the use of the sports precinct and meet the future needs of sporting clubs and the community.

The study's primary focus is on Ivanhoe Park, at The Boulevard, Ivanhoe. The study will consider nearby facilities that provide a recreational or partnership opportunity including Ivanhoe Recreation Reserve (John Street) and Chelsworth Park, Ivanhoe.

1.2 Methodology

The study includes the following key tasks:

- A review of the Banyule City Council recreation and open space strategies and other relevant strategies and research relevant to the project. This includes analysis of tenant club strategic plans and requirements if available.
- Current and future service assessment and plan. The assessment will examine the current use and future trends including reviewing projected participation rates and population and demographic impacts.
- Site and facilities review, including:
 - Review of site constraints and opportunities including planning zones and overlays.

- An assessment against fit-for-service. We will examine the capabilities of facilities to meet the current and future needs of tenants and other possible user groups.
- Determine the best location for facilities.
- Stakeholder and community engagement process. A representative engagement process with tenants, relevant sporting associations, key stakeholders and reserve users to determine reserve requirements. The engagement process will encompass the many stakeholder and community views, interests and ideas for the reserve.
- Provide an analysis of other issues like governance, management models, operational and whole of life cycle costs, and funding models.
- Identify development plan options and a list of prioritised recommendations.
- A functional design brief for development options will inform the landscape architect on their preparation of Concept Master Plans. This will also include the potential for netball to enter the site. The brief will include design principles and a development component schedule for each recommended improvement and will consider relevant sports facility guidelines, legislation and standards.
- An independent Quantity Surveyor will determine a high-level cost plan for recommended development options.
- A report will be prepared summarising key findings and include a project scope for recommended development options, Master Plan, project cost and implementation schedule. The report will identify the benefits of the project, why it is needed and how it will be delivered.

1.3 Project Reference Group

Council developed a "Project Reference Group" for the Ivanhoe Sports Precinct Plan project as a means of providing key stakeholder input into the development of the Plan. The group was not a formal committee but rather a reference group that was established by Council for the purpose of consultation for this Plan.

The purpose of group was to:

Work with Council to prepare the plan for the Ivanhoe Sports Precinct that strategically positions the reserves, facilities and clubs, explores synergies, realised opportunities and supports the growing community and sporting club needs for the future.

The objectives of group were:

Members of the reference group will be required to share their knowledge, experiences and ideas for Ivanhoe Park to help inform the plan and guide its key directions. As a key stakeholder Council wants to ensure that needs and challenges of the existing and potential clubs are explored and addressed, and opportunities maximised through the plan.

Membership of the Reference Group included Council Officers, two Councillors, sporting club representatives plus three representatives from the Chelsworth Park Reference Group. The sporting clubs included:

- Ivanhoe Junior Football Club
- Ivanhoe Netball Club
- Ivanhoe Cricket Club
- Ivanhoe Amateur Football Club
- Ivanhoe Park Croquet Club
- Ivanhoe Tennis Club
- East Ivanhoe Bowling Club
- Ivanhoe Bowling Club

Since the projects' inception the group has met four times to discuss options, share knowledge, experience and ideas to help inform the plan and guide its key directions.

1.4 Project Progress and Next Steps

The figure below shows the progress of project and next steps.

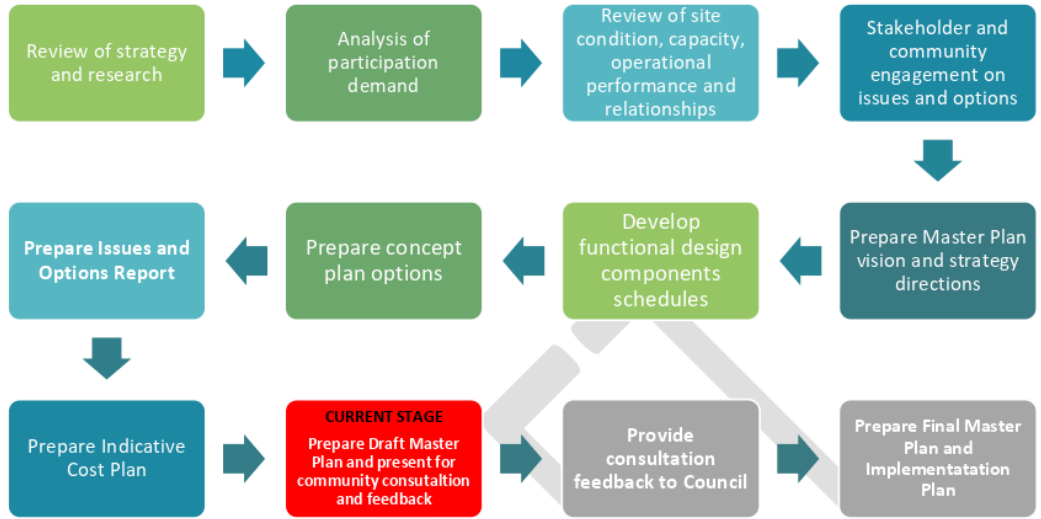


Figure 1: Project Progress

2. Who Are We Planning For?

2.1 The Project Area

Ivanhoe Park, Ivanhoe Recreation Reserve (John Street) and Chelsworth Park comprise the Ivanhoe Sports Precinct and are located within Ivanhoe, a suburb of the Banyule City Council. The map below shows the location within the municipality of the three sites.

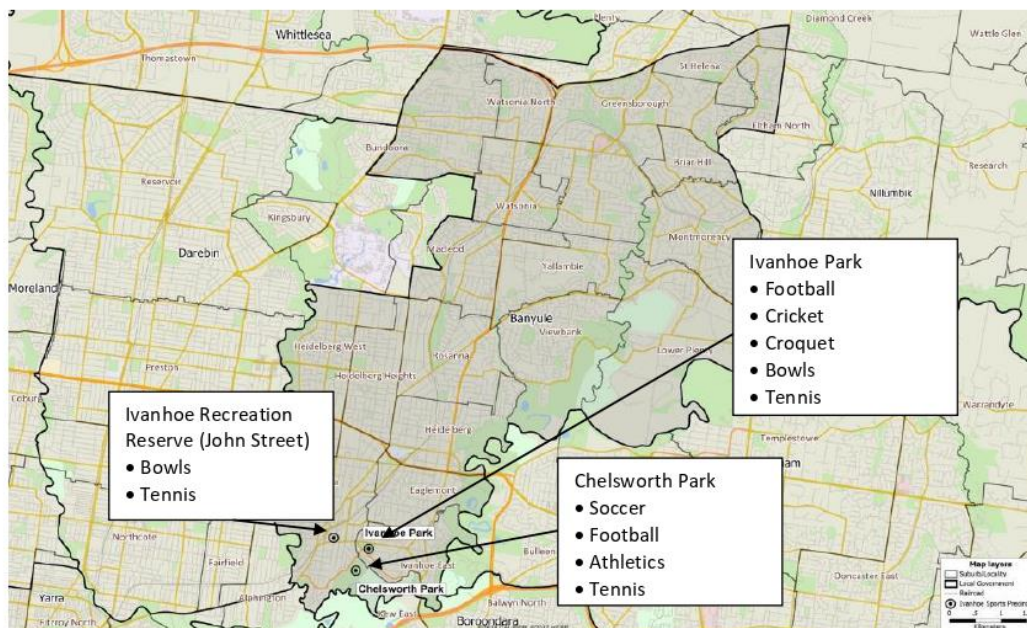


Figure 2: Project Site Map

2.2 Demographic Review

The following section summarises the key population and demographic characteristics and trends likely to impact future participation in sport and recreation within the Banyule area. The population and demographic profile are based wherever possible on the 2016 ABS Census data and has been sourced from .id, an online company that analyses ABS Census data.

The following provides a snapshot of the current demographic and population characteristics. A detailed demographic review is provided in **Appendix 1**.

Population

- The City of Banyule local government area has an Estimated Resident Population for 2020 of 134,047.
- The Estimated Resident Population for 2020 for the Ivanhoe and Ivanhoe East area is 19,234 people.
- Analysis of the five-year age groups of the City of Banyule in 2016 compared to Greater Melbourne shows that there was a similar proportion of people in the younger age groups (under 15 years) and a higher proportion of people in the older age groups (65 years and over).
- Analysis of the five year age groups of the Ivanhoe area in 2016 compared to the City of Banyule shows that there was a smaller proportion of people in the younger age groups (under 15 years) (16.8% compared to

18.1%) and a smaller proportion of people in the older age groups (65 years and over) (16.1% compared to 17.4%).

- The City of Banyule has a larger percentage of people aged 65 to 69 (5.4%) and 70 to 74 (4.1%) than there is in Greater Melbourne (4.4% and 3.3% respectively) while there is a smaller percentage of the population in the 25 to 29 years age bracket (6.5% compared to 8.1%) and 20 to 24 years (6.1% compared to 7.4%). The age group that experienced the largest growth in total numbers between 2011 and 2016 was the 65 to 69 years age group which grew by 1,140 residents.
- More than half of the population in Banyule falls into the age bracket that is considered the most likely to make use of recreation and sporting facilities (5 – 49 years). In Banyule this age group accounts for 57.9% of the population, which is slightly lower than that in the Greater Melbourne area (62.7%). In the Ivanhoe area this age group accounts for 58.3% of the total population, slightly larger than the total Banyule Council area but smaller than the Greater Melbourne area.

Diversity

- Cultural diversity is relatively low with 23.4% of residents being born overseas, and 21.6% speaking a language other than English at home, compared to 33.8% and 32.3% in Greater Melbourne.

Disadvantage and Social Capital

- Individual income levels in the City of Banyule in 2016 compared to Greater Melbourne shows that there was a higher proportion of people earning a high income (those earning \$1,750 per week or more) and a lower proportion of low-income people (those earning less than \$500 per week).
- There is a low level of disadvantage in Banyule with the municipality ranking 11th on the SEIFA Index of Relative Social-Economic Disadvantage with a score of 1,055 in 2016.

Future Population

- It is expected that the population within the City of Banyule area will increase by 15.2% from 127,699 in 2016 to 147,098 in 2036. The largest annual average rate of change is predicted to occur between 2016 and 2021 before slowing down.
- The population in the Ivanhoe and Ivanhoe East area is predicted to increase to 21,539 by 2036 which is an increase of approximately 12% from the current population.

The Grounds Housing Development

The Grounds Housing Development project located to the south east of Ivanhoe Park is estimated to include 118 new residential dwellings (107 apartments and 11 townhouses) accommodating approximately 200 additional people. The type of housing stock is likely to be two to three-bedroom accommodation which will attract either single people, couples with no children or older couples. Ivanhoe Park will be the closest area of public open space to the development and will be highly valued and used by residents of The Grounds due to the lack of private open space in the development.

The aerial image on the following page indicates the location of the proposed development.



Figure 3: Proposed Grounds Housing Development Site

2.2.1 Key Findings from Demographic Review

In summary the review indicates:

- The Banyule population is predicted to grow by 15% between 2016 and 2036 with an increased growth in the middle and older age groups.
- While the age groups that account for the largest proportion of the population are from 35 – 44 years.
- The age groups that are predicted to grow the most are those aged 75 to 79 years (increasing from 2.9% to 3.8% of the total population).
- The population has low levels of disadvantage and has a relatively high level of disposable income.
- There is also a low level of diversity within the community when compared to the Greater Melbourne region, with more residents having been born in Australia and English being the predominant language in more households.
- The introduction of 2,300 more residents in the Ivanhoe and Ivanhoe East region indicates a need to upgrade the current space not only for organised sporting events but so that residents have access to good open space areas for passive and unstructured recreation for simple activities like walking the dog.

3. Site Review

3.1 Ivanhoe Sports Precinct

The Ivanhoe Sports Precinct includes the following three Council Reserves:

- Ivanhoe Park
- Chelsworth Park
- Ivanhoe Recreation Reserve (John Street)

Council owns and maintains all built assets at Ivanhoe Park and Ivanhoe Recreation Reserve (John Street). Chelsworth Park is owned by Council however is leased to Ivanhoe Grammar School for use as the schools' sporting facilities under a 20-year agreement.

The sites are located within close proximity to each other and serve the open space, unstructured recreation and structured sporting needs for the residents of Ivanhoe and surrounding neighbourhoods. The precinct is the major sports hub in Ivanhoe and is currently home to over ten different sports and community groups.

The aerial image below shows the location of the three sites within the Ivanhoe Sports Precinct.

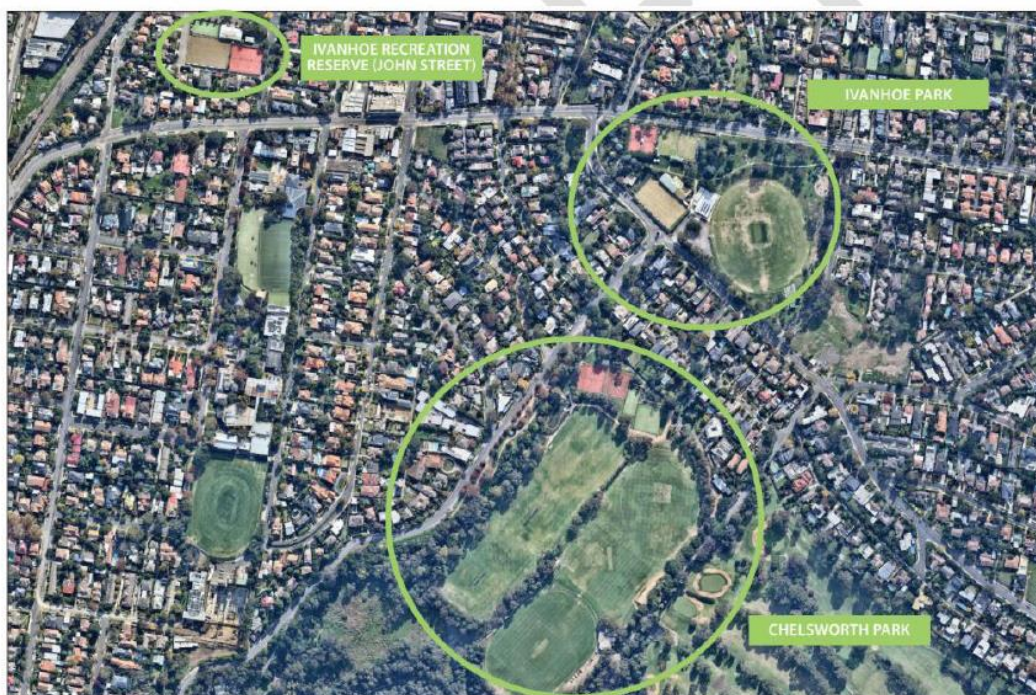


Figure 4: Ivanhoe Sports Precinct Location Map

3.2 Ivanhoe Park

Ivanhoe Park is bordered by Lower Heidelberg Road, The Boulevard and Wamba Road in Ivanhoe and is the central hub for the Sports Precinct.

The site is accessible by public transport (predominantly bus and the local station is Ivanhoe Station) however the topography of the land is quite steep and is not accessible for anyone who is not able bodied. The site is also accessible by car, with limited disability parking and access.



Figure 5: Aerial View of Ivanhoe Park

The table on the following page provides a summary of the current facilities, uses and comments/issues at Ivanhoe Park.

Table 1: Ivanhoe Park Facilities

Facility	Users	Comments /Issues
Sports Oval	AFL, Cricket, Community	Surface in poor condition – requires refurbishment Turf wicket practise recently upgraded
Sports Oval Pavilion	AFL, Cricket, Community	Newly upgraded, lacks storage
Bowls Sports Club Rooms	Bowls and Community	<ul style="list-style-type: none"> • OHS and access issues into club house • Lack of frontage /visibility from road • Limited car parking for disability
Bowling Green • 2 greens (12 rinks)	Bowls and Community	Greens are not suitable for Division One competition – insufficient length
Bowls Caretaker Home	Bowls	Limited access, unsure of state of home
Tennis Courts • 2 en tout cas courts	Tennis	Poor surface condition
Croquet Sports Club 4 croquet courts	Croquet	<ul style="list-style-type: none"> • Greens are in good condition, however not to regulation length for competitions • OHS and access issues into club house • Building has heritage overlay
Car Parking	All users	<ul style="list-style-type: none"> • Informal/unsealed surface • Lack of formal parking bays • Non-complaint accessible parking • Parking compacting tree roots
Play Space	All users	<ul style="list-style-type: none"> • Highly valued and well utilised by local community • Currently being replaced as part of asset management program
Public Toilets	All users	<ul style="list-style-type: none"> • No longer meet contemporary design • Not accessible • Safety concerns
General	All users	<ul style="list-style-type: none"> • Vegetation area on the corner of Lower Heidelberg Rd and The Boulevard has poor passive surveillance • Park lighting poor • Walking paths uneven • Limited shade • Limited access to drinking water

3.2.1 Site Assessment

The following image details the key issues at the site:



Figure 6: Ivanhoe Park Existing Conditions Map

3.2.2 Current Tenants Arrangements

Ivanhoe Park is home to the following clubs under a range of occupancy arrangements as detailed in the table below.

Table 2: Ivanhoe Park User Groups

Club Name	Usage	Occupancy Arrangement	Membership Numbers
Ivanhoe Amateur Football Club	Winter Season	Seasonal allocation	114 (60M/54F)
Ivanhoe Junior Football Club	Winter Season	Seasonal allocation	350 (260M/90F)
Ivanhoe Cricket Club	Summer Season	Seasonal allocation	134 (128M/6F)
Ivanhoe Park Croquet Club	All year	5 Year Lease: 1 July 2016 – 30 June 2021	74 (21M/53F)
East Ivanhoe Bowling Club Inc	All year	5 Year Lease: 1 July 2015 – 30 June 2020	65 (50 active playing)
Ivanhoe Tennis Club	All year	5 Year Lease: 1 July 2016 – 30 June 2021	156 (78M/78F)

3.2.3 Unstructured Use

The park provides for a range of unstructured recreation opportunities and is highly valued by the Ivanhoe community. The play space is highly utilised as well as the general open space area. The community survey identified that most people stay at the park for passive recreation for over an hour at a time, but have also reported that there is a lack of facilities to support this as there is no shade, drinking fountains and limited public toilets.

3.3 Ivanhoe Recreation Reserve (John Street)

Ivanhoe Recreation Reserve, known locally as John Street Reserve, is located on John Street, Ivanhoe. The reserve is unique in its location and acts to many of the surrounding residential dwellings as their open space area. The bowls facility is used as a community function space and hosts other activities such as Irish dancing.



Figure 7: Aerial view of Ivanhoe Recreation Reserve (John Street)

The following table provides a summary of the current facilities, uses and comments/issues at John Street Reserve.

Table 3: Ivanhoe Recreation Reserve (John Street) Facilities

Facility	Use	Comments
Bowling Green • 2 greens (12 rinks) • 1 synthetic green	Bowls and Community	<ul style="list-style-type: none"> • Greens are in good condition • OHS and access issues into club house and greens • Limited car parking • Limited accessible parking.
Tennis Courts • 3 lit en tout cas courts	Tennis and Community	<ul style="list-style-type: none"> • OHS and access issues to club house and courts • Upgraded tennis court surface • Upgraded lights • Limited parking • Limited accessible parking
General Open Space	All users	Limited unstructured open space

3.3.1 Site Assessment



The following image details the key issues at the site:

Figure 8: Ivanhoe Recreation Reserve (John Street) Existing Conditions Map

3.3.2 Current Tenants Arrangements

Ivanhoe Recreation Reserve (John Street) is home to the following clubs under a range of occupancy arrangements as detailed in the table below.

Table 4: Ivanhoe Recreation Reserve (John Street) User Groups

Club Name	Usage	Occupancy Arrangement	Membership Numbers
Ivanhoe Bowling Club Inc	All year	5 Year Lease: 1 July 2015 – 30 June 2020	140 (100 active playing)
Ivanhoe Tennis Club	All year	5 Year Lease: 1 July 2018 – 30 June 2022	156 (78M/78F)

3.3.3 Unstructured Use

Given the size of Ivanhoe Recreation Reserve (John Street) and the location of the bowls and the tennis facilities there are limited opportunities for unstructured open space activities. The Bowls Clubrooms are hired out by the club for social functions. The area is fully fenced restricting the use to tenant clubs or facility hirers.

3.4 Chelsworth Park

Chelsworth Park is located on The Boulevard and Irvine Road, Ivanhoe. The Park is bordered on the western and southern side by the Yarra River Corridor and Wilson Reserve and on the eastern side by the Ivanhoe Public Golf Course. The park is a popular 11-hectare reserve with sporting fields incorporating football, cricket, soccer, tennis and athletics. It also has a playground, a shared walking/bicycle trail, indigenous River Red Gums and non-indigenous trees and shrubs.

The majority of the Park is leased to Ivanhoe Grammar School for use as the school outdoor sporting facilities and the Chelsworth Park Community Reference Group provides a formal mechanism for Council to consult with stakeholders on use, maintenance and development. The four en tout cas tennis courts are leased to the Chelsworth Park Tennis Club.



Figure 9: Aerial view of Chelsworth Park

The following table provides a summary of the current facilities, uses and comments/issues at Chelsworth Park.

Table 5: Chelsworth Park Facilities

Facility	User Group	Comments
Sports Field x6	AFL, Cricket, Soccer, Athletics, Community	<ul style="list-style-type: none"> Surface of playing fields in poor condition Limited sports ground lighting across sports fields
Sports Field Pavilion x 2	AFL, Cricket, Soccer, Athletics	<ul style="list-style-type: none"> Clubs rooms in poor condition No female change No all ability access Ivanhoe Grammar School (IGS) has agreed to demolish both facilities and construct single integrated facility
Tennis Courts <ul style="list-style-type: none"> 3 x synthetic courts (IGS Lease) 4 x en tout cas tennis courts 	Tennis and Community	<ul style="list-style-type: none"> 3 synthetic courts (IGS) in good condition 2 en tout cas tennis courts reasonable 2 en tout cas tennis courts unplayable
Tennis Club House	Tennis and Community	Limited access, poor condition
Car Parking	All users	<ul style="list-style-type: none"> Poor traffic management - limited two-way access along Irvine Road Informal car parking – significant congestion on AGS sports day (Saturday morning) Non-compliant accessible parking
Play Space	All users	Small, unsafe.
Public Toilets	All users	Unsafe, lighting and cleaning concerns
General Open Space	All users	<ul style="list-style-type: none"> Visibility and lighting concerns Uneven walking tracks Limited shade Limited access to drinking water No linkages between paths

3.4.1 Site Assessment

The following image details the key issues at the site:



Figure 10: Chelsworth Park Existing Conditions Map

3.4.2 Current Tenants Arrangements

Chelsworth Park is home to the following clubs under a range of occupancy arrangements as detailed in the table below.

Table 6: Chelsworth Park User Groups

Club Name	Usage	Occupancy Arrangement	Membership Numbers
Old Ivanhoe Soccer Club	Winter season	Part of Ivanhoe Grammar School Lease	200 (166M/34F)
Old Ivanhoe Grammarians Football Club	Winter season	Part of Ivanhoe Grammar School Lease	212 (178M/34F)
Ivanhoe Harriers Athletics Club	Summer season	Part of Ivanhoe Grammar School Lease	30
Chelsworth Park Tennis Club	All year	5 Year Lease: 1 July 2016 – 30 June 2021	30
Old Ivanhoe Grammarians Cricket Club	Summer season	Part of Ivanhoe Grammar School Lease	TBA
Ivanhoe East AusKick	Winter season	Part of Ivanhoe Grammar School Lease	60

3.4.3 Unstructured Use

Much like Ivanhoe Park, Chelsworth Park provides for a range of unstructured recreation opportunities and is highly valued by the Ivanhoe community. The park is highly used by walkers and dog walkers which has been known to cause some issues with the structured sports. It has been reported through a community survey that most people stay at the park for passive recreation for over an hour but have also reported that there is a lack of facilities to support this as there is limited access to public toilets.

3.5 Site Assessment Key Findings

Overall, the Sports Precinct is “tired” and in need of upgrade. While there have been some upgrades undertaken over the past few years, there are a number of issues regarding access and OHS remaining. The local clubs and community have demonstrated a commitment to developing and maintaining the facilities at a high standard. A summary of the issues under key headings are:

Access and Equity

- All buildings (pavilions and club rooms), with exception of the new pavilion at Ivanhoe Park, do not meet contemporary sport and leisure facility design standards including Universal Design Principles and Female Friendly Design Guidelines.
- Many of the facilities are unwelcoming with some facilities having major access issues or now not fit for purpose to accommodate new participants e.g. female Australia Rules football and soccer players and older adults.

Upgrade of Facilities and Infrastructure to Meet Future Demands

- The sports field at Ivanhoe Park is showing signs of heavy traffic and in need of a surface upgrade.
- The cricket training nets at Ivanhoe Park have just recently been renovated which has resolved the concerns of balls entering neighbouring properties.
- The croquet facility at Ivanhoe Park provide a unique sporting opportunity however the court size does not currently meet the requirements to support regional level competitions.
- There is an opportunity to consolidate bowls at one site and create a contemporary bowls facility to current facility standards.
- Currently there is no dedicated space for the inclusion on Netball (Ivanhoe Netball Club and community use). The Precinct Plan will include options that include Netball in the Ivanhoe Sports Precinct.

- The tennis courts at both Ivanhoe Park and Chelsworth Park (with the exception of the Ivanhoe Grammar Courts) are aged and in need of upgrade.
- There is a need for additional security and sports field lighting.

Car Park Access

- Car parking access is a concern across all three sites.
- The accessible car spaces at Ivanhoe Park are not linked to an accessible pathway.
- There is a need to improve and formalise the car parking areas and improve traffic management at Ivanhoe Park and Chelsworth Park.
- There is limited opportunity to develop additional car parking at Ivanhoe Recreation Reserve (John Street).

Poor Amenity

- The general amenity of the three sites is “tired” and in need of general upgrade and improvement.
- The pathways around the precinct are not accessible for many and do not link to the wider pathway network.
- There is a need to provide additional support infrastructure including shade, seating, drinking fountains and playgrounds (Ivanhoe Park playground currently being upgraded).
- The entrance to Ivanhoe Park is “uninviting”. Opportunity to improve and provide welcoming entrance to the precinct.

4. Strategic Context

Banyule City Council has a number of service planning and strategic documents that are pivotal to the planning and delivery of sporting and recreation facilities. Establishing and understanding the role of outdoor sports infrastructure in relationships with Council's other key strategies and plans across the organisation will ensure the Ivanhoe Sports Precinct Plan is consistent with these adopted policies and plans of Council.

Council works strategically at multiple levels and across different sections addressing big picture policy issues, management planning and strategy development and community level service issues. Creating community precincts/hubs that are well connected through place making, public transport and active transport option are a key objective. Banyule City Council's strategies demonstrate its commitment to improving the health and wellbeing of residents through well-planned facilities and services and being a well-connected, equitable, smart and sustainable city.

Sport and recreation facilities provide important infrastructure for Council's role in open space provision by allowing for events and activities to operate. Open space can enhance feelings of belonging within a community by providing a place to meet and interact with others, spend a contemplative moment, participate in events and festivals and engage in sports and physical activity. This has been shown to improve social networks, social capital and the development of social skills, and to foster community cohesion, pride and safety.



Best practice recreation and open space planning responds to the roles open space plays in communities and the benefits individuals and the community as a whole derive from it. These benefits include physical and mental health and wellbeing through access to open space for sport, social recreation and play, relaxation and access to quality natural environments and cultural heritage features.

A framework has been designed to support the Banyule communities to access a range of benefits that recreation and open spaces can provide. The framework involves classifying recreation and open space by the: function or role it plays in the community; the setting or form it takes; the catchment it serves; and the nature of settlement it is located. Design standards are then applied for sport, social recreation and play and trails. The design standards specify the size, quality and distribution of recreation and open spaces. Design standards are not required for flora and fauna conservation reserves because they are reserved and managed for their environmental or cultural heritage values alone.

This approach identifies gaps or overlaps in the facilities available for communities, overlaid with the density of the population which implies the level of need in an area. The approach also allows us to identify opportunities for improving the access and diversity of recreation and open space to communities across a municipality.

Council Plan 2017-2021

Banyule City Council Plan 2017-2021 includes a vision, values and directions to "Banyule, a green, sustainable and vibrant place for a healthy, connected and inclusive community".

The Plan acknowledges the local challenges to accomplishing their vision, however, to ensure they are successful in achieving this they have stated five strategic objectives grouped into themes, being:

- Theme 1: People, Strong Healthy and Inclusive Communities
- Theme 2: Planet, Environmental Sustainability
- Theme 3: Place, Great places and Spaces
- Theme 4: Participation, Engagement and Advocacy
- Theme 5: Performance, Efficiency and Good Governance

Whilst the Ivanhoe Sports Precinct Plan touches on all five of these themes, it will more specifically play a role to People, Place and Participation by promoting health and wellbeing, offering a range of services for people at all stages of life, providing great public open space and encouraging participation the Ivanhoe Sports Precinct will be a place for everyone to experience.

Recreation Plan 2017-2021

Council provides and supports recreation facilities, services and programs because people living, working, studying and/or visiting Banyule should have access to a diverse range of recreation opportunities, regardless of ability or background, so they can be as physically active, socially connected and healthy as possible. The plan supports the objectives in Banyule's *Council Plan 2017-2021* in particular the strategic objective of 'People: Strong, Healthy and Inclusive Communities'. The primary direction for the Recreation Plan is to support and provide health and wellbeing.

As part of the plan there are four emerging key themes identified:

- Goal 1: Facilities - Our community has equitable access to multipurpose, inclusive, accessible and sustainable facilities.
- Goal 2: Communication and Education - Our community knows and is aware of opportunities and feels supported in the delivery of recreation.
- Goal 3: Informal Opportunities - Our community can access and participate in diverse activities that enhance their wellbeing.
- Goal 4: Participation and Partnerships - Our community is actively involved and has a strong and connected sense of belonging.

Recreation is important to the Banyule community as it contributes to people's health and wellbeing, community cohesion, economic growth and jobs and Banyule's liveability.

Public Open Space Plan 2016-2031

Banyule City Council is fortunate to have some of the best public open space in metropolitan Melbourne and an extensive network of play spaces, contributing to a liveable community, with a local lifestyle, identity and environmental character appreciated by residents and Council. The challenge for Council is to maintain this level of provision in the context of rapidly increasing population density, increasing land values and tightening financial resources.

The vision for the Open Space Strategy is:

"A green City that provides high quality, sustainable, accessible and well maintained public open space within 5 minutes' walk of residents."

The Ivanhoe Sports Precinct sits in a very high land value area, however, provides for majority of the suburbs' park and open space area due to limited backyard space and high density living.

The Ivanhoe Public Realm Plan 2019 (Draft not yet adopted by Council)

The purpose of the *Ivanhoe Public Realm Plan 2019* is to set an integrated vision for the Ivanhoe Activity Centre and progress the recommendations identified in the *Banyule Open Space Plan 2016-2031*. These include creating enhanced livability and connectivity to high quality open space. Council recognises that the Activity Centre will experience population growth and intensified urban density over the coming years, leading to a higher demand for

public space. The provision and accessibility to open space is therefore a high priority for Council now to ensure Ivanhoe remains resilient and provides a high quality of life into the future.

The Plan aims to identify the future open space needs of the precinct and provide strategies to address these needs, specifically improving connectivity between the station, retail strip and surrounding areas, agreements with other stakeholders in order to provide more open space opportunities and investment in public realm infrastructure. This is achieved through a set of urban design principles that form a sustainable approach to open space in the Ivanhoe Activity Centre. The Plan provides a list of recommendations to identify and guide opportunities for funding and includes an action plan to enable the implementation of the recommendations.

Disability Plan 2017-2021

Council's *Disability Plan 2017-2021* strives to not only reduce physical barriers to access, it was also established to inform and educate the wider community. Council has set five goals that will help guide decisions and actions during the period of 2017 to 2021. These goals are based on Banyule's Inclusion, Access and Equity Framework (IAEF). These are:

- Goal 1: Ensure Council facilities, activities and services are accessible, inclusive and equitable.
- Goal 2: Work in partnership with local services to increase inclusion and address service gaps.
- Goal 3: Work in partnership to build the capacity of disadvantaged groups to be involved in community life.
- Goal 4: Education, celebration and awareness raising contributing to building inclusive and equitable communities.
- Goal 5: Advocate on behalf of and with our community to reduce discrimination and disadvantage.

The precinct Plan will ensure that all members of the community are able to enjoy this space for social, passive or organized recreation.

State Sport Facility Plans

A number of the State Sporting Associations have developed facility strategy plans to help guide the development of local, regional and state facilities. The following plans are relevant to this project:

- Netball Victoria State Facilities Plans (2018) - Netball Victoria's *State-Wide Facilities Strategy* was launched in January 2018. The plan provides an evidence base to enable all levels of government to plan for netball facilities.
- A key finding relevant to the project: A comparative provision analysis based on the average number of Netball Victoria members per court suggests that there is an undersupply of netball courts in the Local Government Area of Banyule.
- AFL Victoria *Growing the Heartland – Football Facilities Development Strategy* - provides a planned approach to the provision of infrastructure across the state, with a focus on establishing state-wide planning systems and strategic directions between 2017 and 2022.
- Cricket Victoria *Victorian Cricket Infrastructure Strategy 2018 -2028* sets a clear, coordinated future direction for cricket facility planning, provision and development across Victoria over the next decade.

Victorian Government – Active Victoria

Active Victoria was recently launched by the Victorian Government. It is a strategic framework for sport and recreation in Victoria and plans to cater for growing demand and to cement Melbourne (and Victoria's) reputation as Australia's sporting capital. The framework includes six key directions:

- Meeting demand.
- Broader and more inclusive participation.
- Additional focus on active recreation.
- Build system resilience and capacity.
- Connect investment in events, high performance and infrastructure.
- Work together for shared outcomes.

This project responds to strategic directions about meeting demand and connecting investment in infrastructure. Specifically, this project would be eligible for funding under Sport and Recreation Victoria’s Capital Development Funding Programs.

4.1 Trends Analysis

Facility Catchment Trends

Leisure and sporting facility trends and benchmarking generally indicate that local or municipal recreation and sporting facilities have a primary catchment radius of approximately 5km and a secondary catchment of 10km. In general, approximately 75% to 85% of users will reside within a 0km to 5km radius of a facility with the remaining 15% to 25% coming from the areas within the 5km to 10km radius of the facility. Regional facilities providing unique facility components and a larger number of courts will draw users from a much wider catchment than a local/municipal facility.

The size and shape of the catchment area will be influenced by a number of factors including the range and quality of facilities and services offered, natural and built barriers i.e. freeways, travel times and the availability of competing facilities. Travel time is a good indication of catchment area with cars being the main mode of transport to indoor sports

The location of map below identifies the Ivanhoe Sports Precinct 5, 10- and 15-minute travel time primary facility catchment area. Travel distances have been used to provide a better-defined catchment map for the precinct.

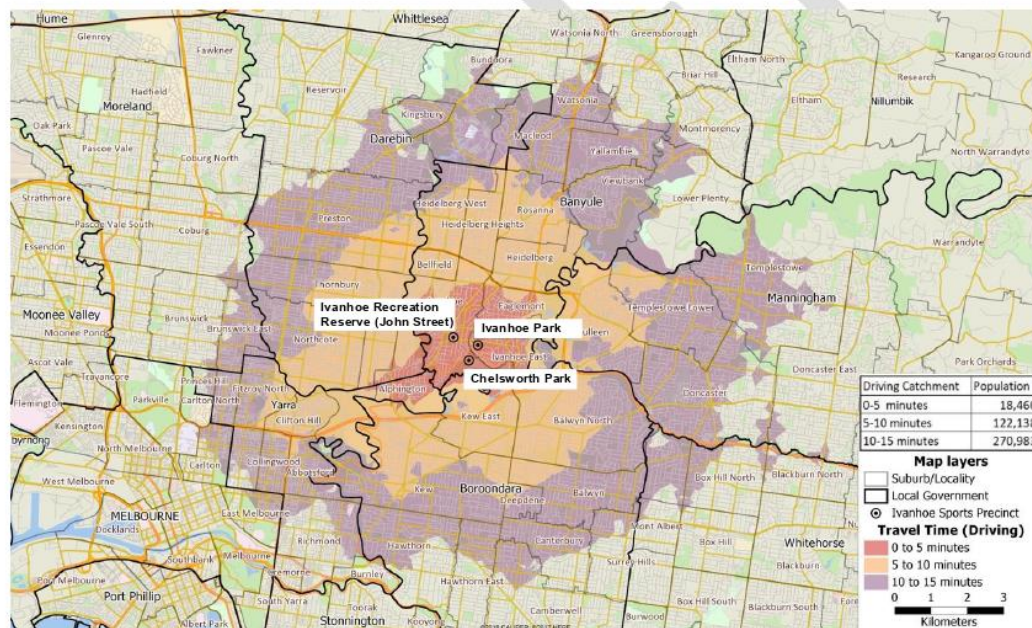


Figure 11: Primary Facility User Catchment Map

General Sport and Recreation Trends

Current trends that affect the sport and recreation industry are being driven by several wider trends in Australian society being:

- Broad mix of different times when people participate in leisure, as demands on people’s time continues to increase and work practices change.
- Increased variety of leisure options means change in traditional participation.

- Constraints on Government spending together with a new degree of entrepreneurs in the Australian economy and within the sport and recreation sector.
- A gradual ageing of the population as life expectancy increases, birth rates remain low and the baby boomers grow older. Therefore, an increase in masters/senior's programs is being experienced by a number of sports.

In 2013, the Australian Sports Commission (now Sport Australia) commissioned the CSIRO to research future sports trends, including the impact of megatrends. The megatrends profile of the types of participants in *The Future of Australian Sport* (ASC, 2013) were:

- A perfect fit – personalised sport for health and fitness.
- More than a sport – achieving health, community and overseas aid objectives via sport.
- Everybody's game – sports that respond to demographic, generational and cultural change.
- From extreme to mainstream – the rise of lifestyle sports.
- Tracksuits to business suits – market pressures and new business models.
- New wealth, new talent.
- Economic growth and sports development in Asia.

Peak sporting bodies are using these megatrends together with their participation data (existing and potential markets) to design new participation programs to attract a broader audience or improve the retention rates of players.

AusPlay is the national population tracking survey funded and led by the Australian Sports Commission (ASC) and follows on from the previous Exercise, Recreation and Sport Survey (ERASS) and Australian Bureau of Statistics, 'Children's Participation in Cultural and Leisure Activities, Australia'.

Key participation statistics from the 2019-2020 survey show:

- 90% of people aged 15 and over participated in organised sport and physical activity.
- 76% of children aged 0 to 14 years participated in some form of organised sport or physical activity outside of school hours.
- 64% of people aged 15 and over participate in sport or non-sport related physical activity three or more times per week.
- 60% of children aged 0 – 14 years are active at least once a week through organised sport or physical activity outside of school hours. Only 20% of children are active at least three times per week, highlighting the critical role of school physical activity programs.
- Physical health or fitness is the strongest motivation for non-sport related physical activity followed by fun and enjoyment.
- Adults up to middle age identify time pressure to be the main barrier to participation. Poor health or injury then become main factors.
- The main barrier to young children's participation is their parents' perception that they are too young to start playing.
- The use of technology for sport or physical activity is gaining in popularity with 39% of adults using Apps for tracking activity and wearable technology.
- Fitness/gym (34.3% and ranked 2) and swimming (15.1% and ranked 4) were in the top 20 activities for adults. They were also ranked 1 and 2 respectively for adults participating through organisation/venue.

In addition, the Consultancy team has captured additional trends from previous leisure research experience and analysis of local and regional participation trends:

- There is a slow reduction in participation in competitive and traditional sports, with people becoming increasingly unwilling to commit themselves to play 'for a whole season' or available to play and train several days a week.
- Due to daily time constraints, people are cutting back their leisure and recreation activities and are more demanding about those that remain. To remain viable, the quality of facilities and services will need to respond to the higher expectation of community.

4.2 Key Benefits

Health Benefits

Studies have shown that rates of participation in sports increase positively in areas where there are greater amounts of playing fields and courts per 1000 residents.

Increasing sports participation helps to achieve substantial physical and mental health benefits through engaging in organised sport activities. Physical health benefits include lower risk of cardiovascular disease, lower risk of developing type 2 diabetes and longer life expectancy. Moreover, organised sports have been found to reduce mental health issues as they provide a stable social surrounding and a scheduled exercise plan, which are both identified as key devices to reducing anxiety and depression symptoms among participants.

Social Benefits

Sport is an important forum for the formation and maintenance of social networks and research shows that the most important reason for being involved in sport is for the social interaction involved. Indoor and outdoor sports facilities provide greater opportunities for these social interactions and new connections to be formed due to increasing organised sports within the community.

Increased social interactions and forming of new connections is also an important skill for the development of young people. Other social benefits identified are reductions in alcohol and drug issues and greater motivation to improve health. For disabled persons, increased sports participation due to the development of new sports facilities gave them a greater sense of community inclusion through new connections and friendships being able to be made.

Economic Benefits

Residential mortgage applications have been found to be 20% higher in areas that surround both indoor and outdoor sporting facilities. There is strong evidence to suggest that property values surrounding new sports courts and field facility increase as a direct result of new developments being planned.

Increasing property values near sports facilities can be interpreted as evidence supporting urban revitalisation. Other local economic benefits include increased revenues for sporting clubs through membership, merchandise and kit sales and through food and beverage sales on game days among other revenue streams. Local businesses surrounding the facilities may also have the option to purchase advertisement boards or sponsor teams, giving them greater exposure in the community.

4.3 Key Findings

There is strategic support for the improvement of the Ivanhoe Sports Precinct Plan as a 'local' level sports reserve to facilitate and encourage healthy lifestyles in Banyule.

Peak sporting bodies, state and regional facilities plans support improved sports fields and outdoor courts to cater for the increasing demand fuelled by a growing population and high penetration rates for sport participation in inner city particular the Banyule municipality.

There is an opportunity to enhance the amenity of the Ivanhoe Sports Precinct in particular the North west open space at Ivanhoe Park and connected public open spaces via a running/walking track to Chelsworth Park. This would also support the new development of over 100 one- and two-bedroom dwellings next to Ivanhoe Park which have limited backyard space.

5. Stakeholder Engagement

This section summarises the key findings identified through stakeholder interviews, community user survey and a reference group established by Council.

Council developed a "Project Reference Group" for the Ivanhoe Sports Precinct Plan project as a means of providing key stakeholder input into the development of the Plan. The group was not a formal committee but rather a reference group that was established by Council for the purpose of consultation.

The purpose of the group was to: *Work with Council to prepare the plan for the Ivanhoe Sports Precinct that strategically positions the reserves, facilities and clubs, explores synergies, realised opportunities and supports the growing community and sporting club needs for the future.*

Membership of the Reference Group included Council Officers, two Councillors, sporting club representatives plus three representatives from the Chelsworth Park Reference Group. The sporting clubs included:

- Ivanhoe Junior Football Club
- Ivanhoe Netball Club
- Ivanhoe Cricket Club
- Ivanhoe Amateur Football Club
- Ivanhoe Park Croquet Club
- Ivanhoe Tennis Club
- East Ivanhoe Bowling Club
- Ivanhoe Bowling Club

5.1 Community Consultation

An extensive community consultation process was undertaken to identify both the current and future needs of both residents in the surrounding area and the key stakeholders. The consultation included:

- Project Control Group workshops at key milestones
- Project Reference Group workshops at key milestones
- Interviews with key stakeholders nominated by Council
- Interviews with relevant Council Officers
- Online community survey (82 responses)
- Site reviews.

5.2 Stakeholder Interviews

The following provides a summary of the key issues and need identified through discussions with the key stakeholders.

5.2.1 Ivanhoe Park Tenants

Ivanhoe Amateur Football Club

Ivanhoe Amateur Football Club has been located at Ivanhoe Park since 1910. Currently the men's teams compete in Division Two of the Victorian Amateur Football League and after being promoted from Division One the women's team now play in Premier League competition there are currently 114 members 60 are male and 54 are female.

Table 7: Ivanhoe Amateur Football Club

Issues	Opportunities
The playing surface of the oval is poor. There is a need to refurbish the surface to improve the drainage issues.	Formalisation of the car parking and traffic management.
There is a need for improved lighting to ensure the facility can be used to capacity for training activities.	Refurbishment of the oval including drainage and reshaping.
There is a need for additional storage within the clubrooms.	
The car parking area is not sealed and is insufficient to meet demand on match days.	

Ivanhoe Junior Football Club

Ivanhoe Junior Football Club is located at Ivanhoe Park and compete in the Yarra Junior Football League competition. The club shares the training days with the senior club but also has some training at the nearby Ford Park in Bellfield. In 2014 the club introduced the first female team with numbers increasing each year. The club offers teams in Senior, Junior and Veterans cricket and have four senior grade teams that compete in the Victorian Sub District Cricket Association turf competition. The club has a current membership of 260 males and 90 females.

Table 8: Ivanhoe Junior Football Club

Issues	Opportunities
Lack of formalised car parking and poor traffic management.	There is an opportunity to create a sporting hub including a range of sporting codes i.e. football/netball.
Oval is often closed due to poor surface condition.	Formalisation of the car parking and traffic management.
Security of the clubrooms.	Refurbishment of the oval including drainage and reshaping.
Storage at the clubrooms.	

Ivanhoe Cricket Club

Ivanhoe Cricket Club has a very long history, from its amalgamation in 1906 with Ivanhoe Cricket and East Ivanhoe Saints Cricket Club for over 100 years this club has been the focal point for cricket in the Ivanhoe area. The club offers teams in Senior, Junior and Veterans cricket and have four senior grade teams that compete in the Victorian Sub District Cricket Association turf competition. The club has a current membership of 128 males and 6 females.

Table 9: Ivanhoe Cricket Club

Issues	Opportunities
Lack of formalised car parking and poor traffic management.	There is an opportunity to create a sporting hub including a range of sporting codes i.e. football/netball/cricket.
Cricket net orientation is a problem.	
Additional lighting would support evening training.	

Ivanhoe Park Croquet Club

Ivanhoe Park Croquet Club was established over 105 years ago as a feature of Ivanhoe Park, currently the club has approximately 74 made up of 53 female and 21 male active members who play multiple times per week and utilise the club house for their social activities both during the weekdays and on weekends.

This facility is considered by the Victorian Croquet Association as a good location for a regional facility. The length of the croquet court is the only limiting factor preventing the facility from being a major competition venue for the wider region.

Table 10: Ivanhoe Croquet Club

Issues	Opportunities
Size of courts- currently both courts are short in length and width and cannot host interstate or national competitions.	Extension of courts would help attract more events.
Lack of lighting.	Provision for lighting, helping to play past 5pm in winter and help to attract more players.
OHS issues at the Club house, limited accessibility.	Upgrade to club house to improve access for the players and social supporters at the club.
No parking within close proximity to the facility and accessible parking is on the main road.	Improved access to parking.

East Ivanhoe Bowling Club

East Ivanhoe Bowling Club was established in 1951 and calls Ivanhoe Park home, currently host social bowls and Pennant Teams. The club hires out its facility to community groups like Darts and Fly-Fishing Clubs during the weeknights and weekends open up the venue for community members to utilise for events. The bowls club currently has around 50 active members and 15 social members.

Table 11: East Ivanhoe Bowls Club

Issues	Opportunities
Informal and lack of car parking particularly when all facilities are being used on weekends.	Potential for synthetic greens and cover over a green to reduce impact of rain and hot weather.
Lack of office space within club rooms.	Formalisation of the car parking and traffic management.
Bowls' facility is hidden behind large fence – limited sight lines from roads.	Upgrade to club house to improve access for the players and include office space.
OHS issues at the Club house, limited accessibility.	

5.2.2 Ivanhoe Recreation Reserve (John Street) Tenants

Ivanhoe Tennis Club

Ivanhoe Tennis Club was originally formed in 1912 and is currently located at John Street. The facility has three en-tout-cas courts with lights and the two en-tout-cas courts at Ivanhoe Park as overflow. The club has a membership of 156 members made up of 78 males and 78 females.

Table 12: Ivanhoe Tennis Club

Issues	Opportunities
Membership numbers have been unstable due to issues with management of the club.	The Club's Strategic Plan has identified the need for access to five courts preferably in the one location.
Currently playing across two sites; Ivanhoe Recreation Reserve (John Street) and Ivanhoe Park.	John Street is the preferred location for a consolidated facility including an upgraded club room.
Courts at Ivanhoe Park are in poor condition and are used as secondary courts only.	
There are a number of OHS and access issues at the John Street facility including: <ul style="list-style-type: none"> • Stair access only to the courts and the club house. • Accessible parking is limited. • There is limited parking around the site. • The club rooms are a temporary solution and the layout is poor. 	

Ivanhoe Bowls Club

Ivanhoe Bowls Club was formed in 1912 and has a current membership of 120 of which 80 are active playing members. Ivanhoe Bowls Club are host to one of the only Division One Bowls Teams in the precinct. The bowls club utilise their club house for club activities and hire the rooms for social functions and community events. In 2017 there was a meeting between the two bowls clubs in Ivanhoe to discuss a merge due to the low participation numbers however there was no agreement and the two clubs have continued to operate in isolation.

Table 13: Ivanhoe Bowls Club

Issues	Opportunities
There are a number of OHS and access issues at the John Street facility including the stair access only to the greens and the club house.	Given there are two bowling clubs within close proximity there may be an opportunity to consider a club merger. John Street would be considered the preferred location.
Accessible parking is limited and there is limited parking around the site.	The parking concerns and access to the greens and club house need to be addressed.
Configuration of amenities within clubhouse.	Potential for an undercover green.
Ongoing work is required to attract new members to ensure the survival of the club.	

5.2.3 Chelsworth Park Tenants

Old Ivanhoe Soccer Club

Old Ivanhoe Soccer Club has been established for around six years due to no soccer clubs within the Banyule area, initially the club was a stand-alone and community club focusing on Juniors only. In recent years the club's new president merged the junior club with the Old Grammarians Soccer Club, the club now has over 70 juniors and 200 members including a membership of 34 females, located at Chelsworth Park.

Table 14: Old Ivanhoe Soccer Club

Issues	Opportunities
Currently facilities are not adequate.	Look at shared club house facilities if upgraded.
Limited lighting across the sports fields.	Additional lighting required on soccer pitches.
No female change areas.	Car Parking solution for site.
Changeroom and club house require upgrade.	
Car Parking on site is a major problem on game days.	
Currently having to pay for alternate facilities in different municipality.	

Old Ivanhoe Football Club

Old Ivanhoe Football Club was established in 1964, and 24 April 1964 was the first time the club took to the field in the Victorian Amateur Football Association. Located at Chelsworth Park, the club is affiliated with Ivanhoe Grammar School and offers teams in Seniors, Under 19's and women's teams, made up of 178 males and 34 females.

Table 15: Old Ivanhoe Football Club

Issues	Opportunities
Limited lighting across the sports fields.	Centralised Clubhouse for sports, including female friendly change rooms.
Improved drainage required across sports fields.	Lighting upgrade for the park.
Changeroom and club house require upgrade.	Look at drainage and discussion with Parks Victoria about overflow initiatives.
Car Parking on site is a major problem on game days.	Car Parking solution for site.

Chelsworth Park Tennis Club

Chelsworth Park Tennis Club is a social club located at Chelsworth Park, with a group of 30 residents who do not play any competition. On site there is a clubhouse and four courts however some of the courts are in need of urgent repair.

Table 16: Chelsworth Park Tennis Club

Issues	Opportunities
Two of the tennis courts are in poor condition and are not playable.	Upgrade current courts or utilise Ivanhoe Grammar School tennis courts on site.
There is a need for improved/formalised car parking to service the courts.	Car Parking solution for site.

Ivanhoe Harriers Athletics Club

Ivanhoe Harriers Athletics Club was established in 1914 as a cross country team, and with the help of the Grammar School and YMCA the club grew into a powerful athletic club producing Olympic and Commonwealth Game athletes. They are currently located at Chelsworth Park however do not have a tenancy and utilise the soccer pavilion. They do not have a dedicated athletics area (however have an agreement with Collingwood Athletics Club), again using the current sports field grounds and making them each time they train or have a competition. The club currently has approximately 30 athletes training on a Monday - Wednesday.

Table 17: Ivanhoe Harriers Athletics Club

Issues	Opportunities
No dedicated facilities, very hard to compete for space.	Areas for throwing, jumping and sprinting events- this could also be used for other tenants.
Limited lighting restricts training times.	Sports House Carnivals would be able to be held at the site with limited complaints from students and parents if facility was upgraded.
Car Parking is a major issue on site.	Shared Club house and storage.

5.2.4 Ivanhoe Grammar School

Ivanhoe Grammar School has a 20-year lease for the use of the sporting fields and three tennis courts at Chelsworth Park. The school is looking to rationalise the existing two club room facilities to create a single clubroom to service all sporting activities.

They would also like access to two additional tennis courts to support the schools AGS program as they currently cannot meet the demand on the existing three courts at Chelsworth Park.

5.2.5 Ivanhoe Netball Club

The Ivanhoe Netball Club is not a tenant of the sporting facilities within the precinct. The Netball Club has approached Council about finding a home base for the Club in the Ivanhoe area.

Ivanhoe Netball Club was formed in late 2009 and has grown from five teams to 19 teams over the last 11 years to one of the largest clubs within the Banyule District Netball Association with a membership of approximately 250/280 players and teams from under 9's to under 17's. Currently Ivanhoe Netball Club does not have a 'home' and are playing across a number of facilities within the municipality they are host to over 250 members.

The Netball Club put forward a submission to Council recommending the development of netball courts as part of the Ivanhoe Sports Precinct and included the following benefits:

- A central sporting hub would increase community participation in a wider variety sports for both males and females.
- Youth disengagement is an ongoing challenge in the digital age. The hub becoming home to more than one Club, would actively foster re-connection through social and cultural opportunities.
- This will include youth leadership by way of training and mentoring programs aimed at empowering young people to inspire their peers, making full use of their capacities via use of additional training facilities.
- The upgrade to the facilities with the development of additional courts, though primarily used by the Ivanhoe Netball Club could potentially be available for secondary use by community groups, school groups and other sporting clubs.
- The new sporting infrastructure will address the lack of training facilities in the Ivanhoe area.
- The hub will strongly leverage and complement Victoria's profile as a sporting capital and will facilitate closer ties with local community and businesses with the view to enhance sponsorship for both the football and netball clubs.

The Club identified the need for up to three courts and Ivanhoe Park as the preferred location.

5.2.6 Summary of Key Issues

In summary the key issues and needs identified by each key tenant club are detailed in the following table:

Table 18: Summary of Key Tenant Club Issues and Needs

Club	Issues and Needs Summary
Ivanhoe Park Tenants	
Ivanhoe Amateur Football Club and Ivanhoe Junior Football Club	<ul style="list-style-type: none"> • Upgrade playing surface at Ivanhoe park including drainage and reshaping • Formalising car parking at Ivanhoe Park • Improved oval lighting • Additional clubroom storage
Ivanhoe Cricket Club	<ul style="list-style-type: none"> • Formalising car parking at Ivanhoe Park • Improved oval lighting
Ivanhoe Park Croquet Club	<ul style="list-style-type: none"> • Extension of croquet court to enable regional events • Provision of lighting • Improved access to car parking • Improved clubrooms and access to clubrooms
East Ivanhoe Bowling Club	<ul style="list-style-type: none"> • Improved clubrooms • Improved access to bowling greens • Formalising car parking at Ivanhoe Park • Potential for covered synthetic green (weather protection) • Club would like to stay at current location
Ivanhoe Recreation Reserve (John Street) Tenants	
Ivanhoe Tennis Club	<ul style="list-style-type: none"> • Need for 5 tennis courts, with preference for one location • Club rooms need upgrading • Access from clubroom to courts poor • Courts at Ivanhoe Park in poor condition
Ivanhoe Bowls	<ul style="list-style-type: none"> • Need for upgraded club rooms • Poor access to clubrooms and bowling greens • Limited car parking • Potential for under cover green • Club would like to stay at current location
Chelsworth Park	
Old Ivanhoe Soccer Club	<ul style="list-style-type: none"> • Upgraded consolidated clubroom • Additional and improved lighting across the pitches • Improved car parking and traffic management
Old Ivanhoe Football Club	<ul style="list-style-type: none"> • Upgraded consolidated clubroom • Additional and improved lighting across sports fields • Improved drainage • Improved car parking and traffic management
Chelsworth Park Tennis Club	<ul style="list-style-type: none"> • Need for upgrade of tennis court surface • Improved car parking
Ivanhoe Harriers Athletics Club	<ul style="list-style-type: none"> • Opportunity to provide dedicated athletics equipment • Improved car parking and traffic management
Ivanhoe Grammar	<ul style="list-style-type: none"> • Looking to develop consolidated clubrooms • School would like access to two additional all-weather tennis courts • Improved car parking and traffic management
Ivanhoe Netball Club	<ul style="list-style-type: none"> • Access required to 2/3 netball courts with clubrooms in Ivanhoe area

5.3 Banyule Council Officer Discussions

Discussions were held with Council officers from the following areas:

- Youth and Family and Aged
- Traffic
- Parks and Gardens
- Strategic Planning
- Sport and Leisure.

The key issues and opportunities raised by officers are summarised in the table below.

Table 19: Banyule Council Officers Feedback

Issues	Opportunities
<ul style="list-style-type: none"> • The play space at Ivanhoe park is extremely popular for both young children and teenagers. • The location provides good passive surveillance. • There are limited spaces for young people to “hang out” in Ivanhoe in a safe environment. 	<ul style="list-style-type: none"> • Further development of the park to include seating, shade, shelter and drinking fountains would benefit the use of the Park for young people.
<ul style="list-style-type: none"> • There is a need to identify a training venue for the Ivanhoe Netball Club. 	<ul style="list-style-type: none"> • Consider the capacity of the sites to accommodate netball courts to support young women participation in sport.
<ul style="list-style-type: none"> • The current facilities are not accessible for older residents with mobility issues: <ul style="list-style-type: none"> - Walking paths are uneven - Access to safe and clean amenities - Limited rest stations/seating. 	<ul style="list-style-type: none"> • Opportunity to improve the amenities within the park to support older residents use of the facility this could include: <ul style="list-style-type: none"> - Landscaping sensory area - Improved access – pathways, seating, shelter - Improved lighting.
<ul style="list-style-type: none"> • The Grounds Housing Development planned for 100 new residents including 107 apartments and 11 townhouses of 2 to 3 bedrooms. • Anticipated the development will attract empty nesters or young professionals. • Owners will be reliant on Ivanhoe Park as their open space as there is limited private open space in the development. 	<ul style="list-style-type: none"> • Improvements to unstructured open space facilities to support residents use such as: <ul style="list-style-type: none"> - Walking paths - Playgrounds - Exercise equipment.
<ul style="list-style-type: none"> • There is a major traffic issues along Irvine Road next to Chelsworth Park. • There is a need to upgrade the road and improve two-way access. • The open drain provides a barrier – grate over drain may address the problem. • Improve accessible parking required across all three sites. • During Christmas period there is a need to accommodate food vans when Christmas lights are on display. • Lack of lighting is a problem during Christmas period. • Improved traffic management required across the precinct. 	<ul style="list-style-type: none"> • Opportunity to link Ivanhoe Park and Chelsworth Park via a pedestrian link. • Improve lighting throughout the precinct. • Traffic plan for Irvine Road.

5.4 Residents Survey

An online survey was developed as a means of identifying what residents like and dislike about each facility within the precinct and what improvement opportunities could be made to encourage future use. The survey was provided online on Council’s “Shaping Banyule” website. Residents within a one kilometre radius of all three sites (1,020 residents) were letter box dropped with an invitation to participate in the survey. The following provides a summary of the key findings from the community surveys. A total of **82 surveys** were completed with respondents providing information on:

- Current use of the recreation reserve facilities.
- Potential future use of recreation reserve facilities.

The following provides a summary of survey responses to the following questions:

- What are the main activities you undertake when visiting the park?
- What do you like about the Park?
- What do you dislike about the Park?
- What are the opportunities for improvement at the Park?

5.4.1 Ivanhoe Park

The majority of survey respondents (85%) make use of Ivanhoe Park more than once or twice a week.

Table 20: Survey Responses – Ivanhoe Park

Main Activities	Likes	Dislikes	Future Opportunities
Play sport	Like the open space, limited space in own back yards	Limited access and cleanliness of public toilets	Increased lighting and Signage for community use
Utilise the play space	The park has a community feel	Limited parking and access to the park	Improved BBQ facilities and shade
General walking or passive exercise	The park is close to Public Transport and easily accessible	Accessibility issues for people with mobility issues	Inclusion of community netball courts
	They are able to walk to the park (over 50%) of respondents walk to the park	Limited access and cleanliness of public toilets	Improved toilet amenities
	Like the open space, limited space in own back yards	Limited parking and access to the park	

5.4.2 Ivanhoe Recreation Reserve (John Street)

The majority of survey respondents (75%) had make use of Ivanhoe Recreation Reserve (John Street) facilities more than twice a week.

Table 21: Survey Responses – Ivanhoe Recreation Reserve (John Street)

Main Activities	Likes	Dislikes	Future Opportunities
To play tennis	The space has a community feel	Accessibility issues for people with mobility issues	Seating and Passive Exercise (walking)
To play bowls	The space is peaceful and relaxing	There is currently no play space for children	Outdoor exercise stations and a play space
General walking or passive exercise	Enjoy going to BBQ and bowls on Fridays	Parking is a major issue, especially for events	
Events			

5.4.3 Chelsworth Park

The majority of survey respondents (88%) had make use of Chelsworth park more than once or twice a week.

Table 22: Survey Responses – Chelsworth Park

Main Activities	Likes	Dislikes	Future Opportunities
Play sport	Like the open space, limited space in own back yards and it was away from roads	Limited access to public toilets	Outdoor exercise stations and public toilets
General walking or passive exercise	The walking tracks around the park	Limited parking, made very difficult on the weekends	Increased capacity for sport lighting and community safety lighting
Walking the dog	The surface on the ovals are of a high standard They are able to walk to the park (45%) of respondents walk to the park	Public Safety, limited lighting and line of sight	Including the upgrades to include female change

5.5 Summary Key Findings

The stakeholders acknowledge the land locked nature of the sites within Metropolitan Melbourne and that a significant decision to merge the bowls club at either Ivanhoe Recreation Reserve (John Street) or Ivanhoe Park to provide for upgrades and additional sports facilities within the Ivanhoe Sports Precinct as required.

All stakeholders support a vision for the Ivanhoe Sports Precinct that promotes ‘community sport and recreation’ for Banyule residents. Whilst Ivanhoe Recreation Reserve (John Street) and Ivanhoe Park require the majority of the upgrades and precinct planning it is important that Council continue to work in partnership with Ivanhoe Grammar School on the upgrade of Chelsworth Park.

5.5.1 Residents Survey

Of the surveys received, 90% had used the at least one of the parks within the Ivanhoe Sports Precinct over the past 12 months. The key findings from the survey include:

- The top five activities at the reserve were: Playing sport, passive and recreational exercise, walking the dog, using the play space and socializing with friends.
- Most respondents visit the parks for a minimum of an hour with the majority spending more than two hours at the precinct.
- Walking is the preferred mode of transport followed by driving meaning pathways and car parking are important considerations for the precinct plan.
- Most facilities at the reserve are ‘tired’ or at an age, design and condition that require redevelopment to meet the needs of user groups and revitalize the precinct as a sporting/community hub.

5.5.2 Stakeholder Feedback

Key issues raised by stakeholders were:

- Finding one home for the bowls clubs within the Ivanhoe Sports Precinct.
- Improving car parking within the precinct including the provision of accessible parking close to facilities.
- Improving security and sports field lighting throughout the precinct.
- Improving accessibility to walking paths and car parking, including the creation of linkages (paths and trails) between all the sites, in particular at Ivanhoe Park and Chelsworth Park to create the “Tan of Ivanhoe”.

- Provision of female change rooms at all sites.
- Improve and upgrade the sports ground levels and drainage at Ivanhoe Park.
- Rationalize and improve the functionality of all sports club rooms to meet current sports facility guidelines and contemporary sports design standards including applying universal access and female friendly design principles.
- Improving amenities to provide family friendly facilities including, play space, multi-sport activity spaces, shade, public art, greenspace and BBQ facilities.
- Provide outdoor netball courts to support netball training.

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6. Key Findings and Development Options

6.1 Key Issues

The following provides a summary of the key issues identified through the market research and consultation undertaken as part of the development of the precinct plan.



Rationalisation of facilities and linkages within the Ivanhoe sports precinct

The community survey results coupled with the key stakeholder findings indicate that the facilities within the Ivanhoe Sports Precinct are highly valued and the open space significantly contributes to the active and healthy lifestyles of local residents.

The Ivanhoe Sports Precinct is landlocked with areas that have no integration and turn their back on each other. There is an opportunity through this master plan for these areas to engage with each other and offer a broader range of sport and recreation opportunities to the community, together with celebrating the local character of these areas.

Each sport currently has its own clubroom or clubhouse, by looking at how we can rationalise these facilities across all sites will in turn increase the community outcomes whilst bringing the maintenance costs down for Council.

There is capacity to enhance the amenity of the Ivanhoe Sports Precinct and the open spaces by improving and connecting the walking paths and trails between Ivanhoe Park and Chelsworth Park. This includes creating the "Ivanhoe Tan" by linking the paths with the existing pathway network through Wilson Reserve. The trail could include distance markers and exercise equipment to encourage and support unstructured activity within the parks.

There is a need to provide improved way finding signage across the precinct.

Unstructured amenities aged and require upgrade

The site reviews and community surveys identified that the unstructured amenities are aged and require upgrading to meet contemporary standards. These features include the playground (currently being upgraded and replaced), walking paths, garden areas, lighting, seating, shade, BBQ areas and toilet amenities.

Throughout the precinct there is a need to ensure these areas meet contemporary standards and support the safe and functional use of each park.

Changing sport participation demands that require additional facilities

The Banyule population will increase by 15.2% from 127,699 in 2016 to 147,908 in 2036. The Ivanhoe area will have a predicted population increase of 27.8% over the next 16 years (2036). This substantial population growth will mean existing open spaces (Ivanhoe Park, Chelsworth Park and John Street) will need to respond to increased usage resulting in the need to improve the capacity of the sporting playing areas to meet the future demands of almost 20,000 additional residents. Some of this increase will come from the new residents within The Grounds housing development which will see an additional 117 new residential dwellings (200 people), all with limited private open space.

Peak sporting bodies state and regional facilities plans support additional and improved sports fields to cater for the increasing demand fuelled by a growing population and high penetration rates for sport participation in Banyule City Council. There is the opportunity to increase the capacity of the existing sports fields by refurbishing some of the

playing surfaces with improved drainage and irrigation and providing improved and or additional lights to spread the load across the grounds and reduce wear and tear.

The existing croquet club will require an upgrade and expansion to meet the potential participation growth of the club as the population continues to increase particularly in the older age groups.

The review of the bowls club participation indicates a decline in membership over the last few years resulting in a potential opportunity for a relocation and/or merger as more sustainable model of supporting the sport into the future. Numerous discussions between the Bowls Clubs have been held both together with Council and also between the clubs themselves to discuss the possible options. The clubs have agreed that two clubs in the area is not sustainable however no agreement has been reached as to the best location for a single entity with both clubs advocating for their current facility to be the preferred venue. The facilities at both bowls' clubs do not meet current DDA standards and are inaccessible due to stair access to clubrooms and bowling greens.

There are currently two tennis clubs within the Ivanhoe Sports Precinct - Ivanhoe Tennis Club and Chelsworth Tennis Club. Ivanhoe Tennis Club is using three courts at Ivanhoe Recreation Reserve (John Street) and two at Ivanhoe Park, the club offers coaching and pennant competition and has almost 200 members. Chelsworth Tennis Club, located at Chelsworth Park, currently has 30 social players who do not compete in any formal competition. The Ivanhoe Grammar School has a lease arrangement and access to 3 synthetic courts under the current lease for 8/10 weeks a year and have expressed a need for access to a least two additional courts for the 8/10-week period.

The playing surface and lighting at the Ivanhoe Recreation Reserve (John Street) tennis courts have recently been updated. The two courts at Ivanhoe Park require a total resurface and upgrade and four Council managed courts (2 unusable) at Chelsworth Park also require a full resurface upgrade to ensure that are usable.

Facilities don't meet current standards and require renewal

The architectural condition review of the built infrastructure with the exception of the newly constructed Ivanhoe Park pavilion indicates that the current facilities do not meet contemporary sport and leisure facility design standards including Universal Design Principles and Female Friendly Design Guidelines and, in many cases, DDA requirements. The facilities are unwelcoming with some facilities having major access issues or now not fit for purpose for new participants e.g. females, people with mobility issues.

Community pressure for outdoor netball facilities

Ivanhoe Netball Club has been advocating for a 'home' in the Ivanhoe area for a number of years. The club (250 members) does not currently have access to their own facility for training purposes and are having to pay to utilise a number of facilities to ensure that they are able to train and compete.

Whilst Netball Victoria are supporting netball courts to be built indoors, there is a requirement for outdoor netball spaces at a community sport level. According to the Netball Victoria State-wide Facility Strategy there is a need for outdoor netball courts within the Banyule municipality. There is support by Council to consider the opportunities of including as a minimum two outdoor netball courts in the Ivanhoe Sports Precinct Plan. This strategy would address the home base needs of the Ivanhoe Netball Clubs and provide Ivanhoe residents with community access to netball courts in the south of the municipality.

6.2 Precinct Plan Vision and Objectives

As part of the Reference Group's responsibilities it was tasked with assisting in a developing a vision and planning objectives for the project. The proposed vision for the Ivanhoe Sports Precinct Plan is a **community sport and recreation hub** offering a range of participation opportunities to all of the community. A place for:

- Formal sport
- Social and family gathering
- Unstructured play and activity
- Community events.

The Planning objectives that helped guide the development of the Ivanhoe Precinct Plan are:

- Responsive to changing participation trends, community needs and demands.
- Consolidation of assets for more efficient and cost-effective asset management.
- Facilities that are fit for purpose and meet contemporary compliance guidelines.
- Maximise net open space.
- Improving facilities while maintaining local amenity.
- Provide for a variety of open space uses.
- Improve community wellbeing and encourage healthy active lifestyles.
- Encouraging active/sustainable transport modes.

6.3 Ivanhoe Sports Precinct Development Priorities

The following provides a summary of the key priorities for each site within the Ivanhoe Sports Precinct.

Ivanhoe Park

- Rationalisation and upgrade of built infrastructure i.e. bowls club, public toilet amenities to meet:
 - Current building standards including DDA
 - Improve accessibility
 - Improve functionality.
- Refurbishment of the oval playing surface and lighting (retaining competition standard level) to increase capacity and support community events at the park.
- Upgrade and improve support infrastructure including lighting, shade, seating, BBQ's areas.
- Develop a linked network of pathways between Ivanhoe Park and Chelsworth Park, including distance markers and exercise stations.
- Upgrade and extend the croquet courts to meet current standard for the sport and improve access to clubrooms and car parking.
- Consider future use of the bowls greens in line with Ivanhoe Recreation Reserve (John Street) bowls facility and increase the visibility of the area by the removal of the fencing.
- Consider the future use of the tennis courts.
- Increase and diversify informal open space to cater for a range of age groups.
- Improve functionality and amenity of the open space including:
 - Corner of site (Lower Heilberg Road and The Boulevard) to improve amenity and create a welcoming entrance to the precinct
 - Strip along Wamba Road
 - Northern section of park above the oval.
 - Upgrade and formalise the car parking area and improve traffic management of the site by aligning the roundabout with the entrance to the car park.
- Minimum of two lit netball courts to competition standards. Netball Victoria guidelines supports a north/south orientation that is close to change rooms.

Ivanhoe Recreation Reserve (John Street)

- Rationalisation and upgrade of built infrastructure i.e. bowls club, public toilet amenities to meet:
 - Current building standards including DDA
 - Improve accessibility
 - Improve functionality.
- Improve access from the tennis club rooms to the tennis courts.
- Improve car parking and accessible parking spaces.

Chelsworth Park

Work in collaboration with Ivanhoe Grammar School to improve overall functionality of the park including:

- Traffic management measures and car parking along Irvine Road.
- Provision of improved lighting across the entire park sporting fields.
- Redevelopment of pavilions to include female friendly amenities. Consideration of a single, integrated clubroom.
- Linkage of walking paths with Ivanhoe ark and Wilson Reserve.
- Improved community tennis courts.
- Development of an environmental/educational play space with linkages to the Yarra River and open space areas.

Based on the agreed planning objectives a five different development options were identified for discussion. These options were then further refined to two development options. The table below page details the components of each option.

Table 23: Ivanhoe Sports Precinct Plan Development Options

Issue	Option One	Option Two
Ivanhoe Park		
Sports Ground Improvements	✓	✓
Improvement to car parking and access	✓	✓
Improvement to informal open space areas/ landscaping	✓	✓
Improved pathways /pedestrian links to Chelsworth Park	✓	✓
Improvement to park amenities – lighting, seating, shade, water fountains	✓	✓
Expansion of croquet courts to meet regional event requirements	✓	✓
Upgrade of croquet clubrooms in increase access	✓	✓
Development of outdoor netball courts and small clubroom	3 netball courts on location of bowls facility	2 netball courts on location of tennis courts
Bowls Facilities upgraded	Bowls relocated to John Street Reserve	Bowls remains onsite
Tennis facility	No Tennis courts at Ivanhoe Park Tennis consolidated at John Street Reserve and Chelsworth Park	No Tennis courts at Ivanhoe Park Tennis consolidated at John Street Reserve and Chelsworth Park
Ivanhoe Recreation Reserve (John Street)		
Tennis Courts	Tennis courts remain on site, improvements to clubrooms and access	Potential for future expansion of tennis courts if required in the longer term
Bowls Facilities	Bowls consolidated at John Street Reserve including improved clubrooms and access	Bowls consolidated at Ivanhoe Park including improved clubrooms and access
Upgraded playground	✓	✓
Chelsworth Park		
Walking path linked to Ivanhoe Park	✓	✓
Improvement traffic management and parking	✓	✓
Consolidated clubroom (IGS)	✓	✓
Improved sports field lighting	✓	✓
Improvement to park amenities – lighting, seating, shade, water fountains	✓	✓
Retain and upgrade tennis courts to multi-purpose facility	✓	✓

In consultation with the Project Reference Group a range of precinct development options were prepared and considered with the two options on the following two pages being prepared for further community review and feedback.

The key difference between the two options can be summarised as:

- Location of a consolidated bowls facility.
- Expansion opportunities for the tennis courts.
- Location and number of netball courts.

The two concept options and indicative capital cost are detailed on the following pages.

DRAFT



IVANHOE SPORTS PRECINCT PLAN: OPTION ONE

IVANHOE RECREATION RESERVE (JOHN STREET)

- A** Retain synthetic + turf bowls.
- B** 3no. tennis courts remain and replace fence
- C** Upgraded + consolidated bowls/tennis pavilion and improve access.
- D** Potential playspace, passive recreation area

IVANHOE PARK

- E** Open space, passive recreation area
- F** Croquet to remain + be extended to meet standards - Clubhouse upgraded to address access issues
- G** 3no. netball courts to be developed on site of bowls club
- H** Multi-use/flexible community spaces
- I** Car Park sealed + additional accessible Car Parking to support Netball + Croquet
- J** Upgrade Sports Field surface
- K** Walking track around site with exercise stations and distance markers
- L** Upgrade nets for practice cricket wickets
- M** Improved amenity of The Boulevard and Lower Heidelberg Road
- N** Improved landscaping for informal use

CHELSWORTH PARK

- O** Walking track linking Chelsworth Park to Ivanhoe Park
- P** Roadway traffic management + parking improvements
- Q** Retain and upgrade tennis courts to provide multi-purpose outdoor courts + clubrooms
- R** Potential zone for upgrade/development of sports pavilion(s) (IGS funded)
- S** Investigate sportsground lighting.
- *** Priority one - number one soccer pitch

OTHER

- Shade
- Drinking Fountains
- Public Safety Lighting

LEGEND

NETBALL COURT	EXISTING OVAL	REFURBISHED OVAL
TENNIS COURTS	CAR PARK	EXISTING TENNIS COURTS
MULTI-PURPOSE COURTS	PLAYGROUND	FITNESS NODE
CROQUET FIELD	EXISTING PAVILION	LIGHT POSTS
BOWLING GREEN	POTENTIAL PAVILION EXPANSION	PEDESTRIAN FOOTPATH
TREE PROTECTION ZONE		ROADWAY IMPROVEMENT



IVANHOE SPORTS PRECINCT PLAN: OPTION TWO

IVANHOE RECREATION RESERVE (JOHN STREET)

- A** 3x Existing Tennis Courts to remain
- B** Potential future expansion area for unstructured open space
- C** Existing bowls area becomes Public Open Space
- D** Clubroom Refurbishment to address access, viewing + OHS issues
- E** Accessible parking
- F** Accessible entry
- G** Potential playspace, passive recreation area

IVANHOE PARK

- H** Bowls to remain + realigned to create a new northern axis. Consider cover over greens.
- I** 2x Outdoor Netball Courts with lighting + clubroom
- J** Croquet to remain + be extended- Clubhouse upgraded to address access issues
- K** Upgraded Bowls Clubroom
- L** Car Park sealed + additional accessible Car Parking to support Netball + Croquet + Bowls
- M** Upgrade Sports Field surface
- N** Walking track around site with exercise stations and distance markers
- O** Improved amenity of The Boulevard and Lower Heidelberg Rd
- P** Improved landscaping for informal use

CHELSWORTH PARK

- Q** Walking track linking Chelsworth Park to Ivanhoe Park
- R** Roadway traffic management + parking improvements
- S** Retain and upgrade tennis courts to provide multi-purpose outdoor courts + clubroom
- T** Potential zone for upgrade/development of sports pavilion(s) (IGS funded)
- U** Investigate sportsground lighting.
 - * Priority one - number one soccer pitch

OTHER

- Shade
- Drinking Fountains
- Public Safety Lighting

LEGEND

NETBALL COURT	EXISTING OVAL	REFURBISHED OVAL
TENNIS COURTS	CAR PARK	EXISTING TENNIS COURTS
MULTI-PURPOSE COURTS	PLAYGROUND	FITNESS NODE
CROQUET FIELD	EXISTING PAVILION	LIGHT POSTS
BOWLING GREEN	POTENTIAL PAVILION EXPANSION	PEDESTRIAN FOOTPATH
TREE PROTECTION ZONE		ROADWAY IMPROVEMENT

6.4 Ivanhoe Sports Precinct Plan Options - Quadruple Bottom Line Assessment and Capital Cost

A quadruple bottom line (QBL) assessment has been used to assess the outcomes of four areas:

- **Social impacts:** These relate to non-monetary impacts on human health and subjective wellbeing. For instance, an increase in active recreation participation that reduced the burden of diseases like obesity and diabetes would have a positive social impact.
- **Cultural impacts:** These relate to non-monetary impacts on people's sense of place and cultural identity. For instance, a facility design that recognised its users' cultural identity and hence increased their sense of belonging would have a positive cultural impact.
- **Economic impacts:** These largely relate to monetary impacts, including construction, land, operating, and maintenance costs borne by facility providers, as well as impacts on economic productivity and labour force participation.
- **Environmental impacts:** These relate to non-monetary impacts on air, soil, water, biodiversity, and the natural environment in general. For instance, a facility that required the paving of a wetland area that provides a habitat for native species would have a negative environmental impact.

Outcomes in each area can be either positive or negative. In some cases, there may be a mix of positive and negative impacts. For instance, a wastewater infrastructure upgrade may increase up-front capital costs (a negative economic impact) while reducing ongoing operating and maintenance costs (a positive economic impact).

A QBL is a decision support tool, rather than a process that algorithmically determines the 'right' outcome. The aim of a QBL assessment is not to provide a 'yes/no' assessment of projects, but to provide a mix of information to understand the various impacts of alternative options and hence to inform the selection of an option that optimises benefits relative to alternative options.

The QBL framework is intended for evaluating the positive and negative impacts of alternative options for community facilities. Each option has been scored within each sub-category on the following scale:

- Negative impacts of increasing size: -, --, ---
- No impact: 0
- Positive impacts of increasing size: +, ++, +++

However, in doing so we note that it is not possible to directly compare scores across sub-categories.

6.4.1 QBL Community Facility Framework

Table 24: QBL Community Facility Framework

Outcome	Sub-category	Notes
Social	Alignment with Council's strategy levels of service	Facilities are linked to Council's strategy outlining levels of service.
	Improved accessibility to community facilities	Facilities that are accessible to a larger population via the transport network will score higher in this category.
	Improved quality of experience for users	This reflects facility design and the degree to which facilities make it easy for people to access services.
	Health and social benefits arising from increased participation	This benefit stream will scale in proportion to patronage – facilities that are situated and designed to attract more users will generate larger benefits.
	Passive use benefits	Facilities that are accessible to a larger population will also tend to score higher in this category, as people within the catchment may value availability of facilities even if they do not visit regularly.
	Reputational risk for Council	Council response to community engagement, facility conditions, safety, cost may result in reputation risks.
Cultural	Sense of place	Facilities that are designed in a way that enhances the local environment may enhance people's sense of place.
	Sense of cultural identity	Facilities that are designed in a way that reflects or acknowledges people's cultural values may enhance this.
Environmental	Loss of open space benefits due to facility development	Development of existing open space may result in negative environmental impacts. Depending upon the characteristics of that open space, this may include reduced amenity for nearby residents, loss of biodiversity, or loss of environmental services like stormwater regulation.
Economic	Cost to construct new or improved facilities	This is a direct financial cost that is incurred by Council. Quantity surveyor estimates provide information on construction costs.
	Other whole-of-life costs, e.g. operation and maintenance costs	These are direct financial costs that must be incurred by Council and risk that is attached to the operation of the facilities.
	Revenues from facility operation	Revenues from facility operation will tend to scale with patronage (and types of activities supported by facilities). They may offset operating costs.

6.4.2 Assessment for Development Option One

The following table provides a summary of the QBL assessment for the Option One precinct Plan.

Table 25: Ivanhoe Sports Precinct Plan Option One Assessment

Outcome	Sub-category	Score	Comments
Social	Alignment with Council's strategy levels of service	++	<p>The upgrade of the precinct is aligned with Council core strategic documents including the Council Plan 2017 -2021, the Recreation Plan 2017-2021, the Open Space Plan 2016 – 2031 and The Ivanhoe Public Realm Plan 2019.</p> <p>The proposed improvements support Councils five strategic objectives. Specifically:</p> <ul style="list-style-type: none"> • Theme 1: People, Strong Healthy and Inclusive Communities. • Theme 3: Place, Great places and Spaces. • Theme 4: Participation, Engagement and Advocacy.
	Improved accessibility to community facilities	+	<ul style="list-style-type: none"> • Reserve is located centrally to the Ivanhoe area and is serviced by a bus network and footpath network. • Proposed improvements encourage walkability to reserve from school and where people live. • Proposed improvements increase access to the facility components by upgrading facilities that are no longer compliant.
	Improved quality of experience for users	++	<ul style="list-style-type: none"> • Improves quality of facilities that are universal in design. • Increases sport, recreation and community experiences. • Provides access to 3 netball courts to support female sporting opportunities and growing participation demands. • Consolidates bowls at one venue.
	Health and social benefits arising from increased participation	++	<ul style="list-style-type: none"> • The proposed improvements support health and wellbeing objectives improving access to public open space and structure and unstructured recreation and sporting opportunities. • This option creates improved walking /jogging path linkages across the precinct providing a network of pathways.
	Passive use benefits	++	Option provides for most amount of social and family informal recreation and open space.
	Reputational risk for Council	+	<ul style="list-style-type: none"> • Limited reputational risk, although may be some concern from residents due to bowls being relocated to John Street Reserve. • Residents may express concern of increased traffic and noise as a result of netball courts and increased use.
Cultural	Sense of place	+	<ul style="list-style-type: none"> • This option supports a sense of place. • There is a loss of the bowls club that has a long history with the reserve that is recognised as the club's ancestral home.
	Sense of cultural identity	-	The option acknowledges and enhances the historic use of the site for sport and informal recreation activities.
Environmental	Loss of open space benefits due to facility development	++	This option provides the most open space area.
Economic	Cost to construct new or improved facilities	++	This option has the lower capital cost.
	Other whole-of-life costs, e.g. operation and maintenance costs	++	This option has the lower asset renewal and maintenance cost.
	Revenues from facility operation	+	The rationalisation of the bowls club provides economies of scale and assists with the ongoing sustainability of the bowls club(s).

6.4.3 Assessment for Development Option Two

The following table provides a summary of the QBL assessment for the Option One precinct Plan.

Table 26: Ivanhoe Sports Precinct Plan Option Two Assessment

Outcome	Sub-category	Score	Comments
Social	Alignment with Council's strategy levels of service	++	<p>The upgrade of the precinct is aligned with Council core strategic documents including the Council Plan 2017 -2021, the Recreation Plan 2017-2021, the Open Space Plan 2016 – 2031 and The Ivanhoe Public Realm Plan 2019.</p> <p>The proposed improvements support Councils five strategic objectives. Specifically:</p> <ul style="list-style-type: none"> • Theme 1: People, Strong Healthy and Inclusive Communities. • Theme 3: Place, Great places and Spaces. • Theme 4: Participation, Engagement and Advocacy.
	Improved accessibility to community facilities	+	<ul style="list-style-type: none"> • Reserve is located centrally to the Ivanhoe area and is serviced by a bus network and footpath network. • Proposed improvements encourage walkability to reserve from school and where people live. • Proposed improvements increase access to the facility components by upgrading facilities that are no longer compliant.
	Improved quality of experience for users	++	<ul style="list-style-type: none"> • Improves quality of facilities that are universal in design. • Increases sport, recreation and community experiences. • Provides access to 2 netball courts to support female sporting opportunities and growing participation demands. • Option provides for future possible expansion of tennis courts at John Street and consolidates tennis at one venue. • Consolidates bowls at one venue.
	Health and social benefits arising from increased participation	++	<ul style="list-style-type: none"> • The proposed improvements support health and wellbeing objectives improving access to public open space and structure and unstructured recreation and sporting opportunities. • This option creates improved walking /jogging path linkages across the precinct providing a network of pathways.
	Passive use benefits	+	Option provides for smaller amount of social and family informal recreation and open space.
	Reputational risk for Council	+	<ul style="list-style-type: none"> • Limited reputational risk, although may be some concern from residents due to bowls being consolidated at Ivanhoe Park with membership base currently at Ivanhoe Bowls (John Street being significantly larger). • Residents may express concern of increased traffic and noise as a result of netball courts and increased use.
	Cultural	Sense of place	+
Sense of cultural identity		-	The option acknowledges and enhances the historic use of the site for sport and informal recreation activities.
Environmental	Loss of open space benefits due to facility development	+	This option provides the least open space area.
Economic	Cost to construct new or improved facilities	++	This option has the higher capital cost.
	Other whole-of-life costs, e.g. operation and maintenance costs	++	This option has the higher asset renewal and maintenance cost.
	Revenues from facility operation	+	The rationalisation of the bowls club provides economies of scale and assists with the ongoing sustainability of the bowls club(s).

7. Warranties and Disclaimers

The information contained in this report is provided in good faith. While Otium Planning Group has applied their own experience to the task, they have relied upon information supplied to them by other persons and organisations.

We have not conducted an audit of the information provided by others but have accepted it in good faith. Some of the information may have been provided 'commercial in confidence' and as such these venues or sources of information are not specifically identified. Readers should be aware that the preparation of this report may have necessitated projections of the future that are inherently uncertain and that our opinion is based on the underlying representations, assumptions and projections detailed in this report.

There will be differences between projected and actual results, because events and circumstances frequently do not occur as expected and those differences may be material. We do not express an opinion as to whether actual results will approximate projected results, nor can we confirm, underwrite or guarantee the achievability of the projections as it is not possible to substantiate assumptions which are based on future events.

Accordingly, neither Otium Planning Group, nor any member or employee of Otium Planning Group, undertakes responsibility arising in any way whatsoever to any persons other than client in respect of this report, for any errors or omissions herein, arising through negligence or otherwise however caused.

Appendix 1: Demographic Profile and Population Trends

The following section of the report reviews the demographic profile of the City of Banyule area based on information obtained from .id, an online based company who complete demographic analysis of ABS Census data.

The population trends indicate that between 2011 and 2016 the population of the City of Banyule Council area increased from 118,305 people to 121,862 people. This equates to an approximate growth of 3.0% of the population (3,557 residents).

Age Group Population Profile

The age profile of residents in 2016 compared to the Greater Melbourne area and the 2011 Census data was estimated as follows:

Table 27: Population Age Profile of City of Banyule

	2016			2011			Change 2011 to 2016
	Number	%	Greater Melbourne %	Number	%	Greater Melbourne %	
0 to 4	7,747	6.4	6.4	7,703	6.5	6.5	+44
5 to 9	7,596	6.2	6.2	6,680	5.6	6.0	+916
10 to 14	6,672	5.5	5.7	6,691	5.7	5.9	-19
15 to 19	6,834	5.6	6.0	7,073	6.0	6.3	-239
20 to 24	7,410	6.1	7.4	8,127	6.9	7.5	-717
25 to 29	7,889	6.5	8.1	7,733	6.5	7.9	+156
30 to 34	8,358	6.9	8.2	7,971	6.7	7.5	+387
35 to 39	8,593	7.1	7.3	8,692	7.3	7.5	-99
40 to 44	8,776	7.2	7.0	8,524	7.2	7.5	+252
45 to 49	8,370	6.9	6.9	8,090	6.8	6.9	+280
50 to 54	7,851	6.4	6.2	8,019	6.8	6.4	-168
55 to 59	7,653	6.3	5.7	7,307	6.2	5.6	+346
60 to 64	6,887	5.7	4.9	7,061	6.0	5.1	-174
65 to 69	6,534	5.4	4.4	5,394	4.6	3.9	+1,140
70 to 74	4,976	4.1	3.3	4,079	3.4	3.0	+897
75 to 79	3,681	3.0	2.5	3,346	2.8	2.4	+335
80 to 84	2,782	2.3	1.9	2,910	2.5	2.0	-128
85 and over	3,253	2.7	2.0	2,905	2.5	1.8	+348
Total population	121,862	100.0	100.0	118,305	100.0	100.0	+3,557

Source: Australian Bureau of Statistics, Census of Population and Housing 2011 and 2016 (Usual residence). Compiled and presented in profile.id by .id, the population experts.

Analysis of the five year age groups of the City of Banyule in 2016 compared to Greater Melbourne shows that there was a similar proportion of people in the younger age groups (under 15) and a higher proportion of people in the older age groups (65+). Overall, 18.1% of the population was aged between 0 and 15, and 17.4% were aged 65 years and over, compared with 18.3% and 14.0% respectively for Greater Melbourne.

The major differences between the age structure of the City of Banyule and Greater Melbourne were:

- A *larger* percentage of persons aged 65 to 69 (5.4% compared to 4.4%)
- A *smaller* percentage of persons aged 25 to 29 (6.5% compared to 8.1%)
- A *smaller* percentage of persons aged 20 to 24 (6.1% compared to 7.4%)
- A *smaller* percentage of persons aged 30 to 34 (6.9% compared to 8.2%)

The largest changes in age structure in this area between 2011 and 2016 were in the age groups:

- 65 to 69 (+1,140 persons)
- 5 to 9 (+916 persons)
- 70 to 74 (+897 persons)
- 20 to 24 (-717 persons)

Gender Population Profile

The following table details the gender comparison of the City of Banyule residents in 2016 compared to 2011 and Greater Melbourne.

Table 28: City of Banyule Resident Population Gender Comparison

	2016			2011			Change 2011 to 2016
	Number	%	Greater Melbourne %	Number	%	Greater Melbourne %	
Population	121,862	100.0	100.0	118,305	100.0	100.0	+3,557
Males	59,222	48.6	49.0	57,431	48.5	49.2	+1,791
Females	62,644	51.4	51.0	60,874	51.5	50.8	+1,770

Source: Australian Bureau of Statistics, Census of Population and Housing 2011 and 2016 (Usual residence). Compiled and presented in profile.id by .id, the population experts.

There are more females than males in the City of Banyule (51.4% compared to 48.6%) which is higher but still in line with the ratio in Greater Melbourne (51.0% versus 49.0%). There has been a slight decrease in the ration of females within the Banyule population between 2011 and 2016.

Country of Birth

The percentage of the population that is born overseas and the diversity of their country of origin can give an indication of how diverse the population is within a community.

An analysis of the cultural diversity data for the Banyule area shows that there is a lower level of diversity when compared to Greater Melbourne with 23.4% being born overseas compared to 33.8% in Greater Melbourne. People that spoke a language other than English at home accounted for 21.6% of the City of Banyule population compared to 32.3% in Greater Melbourne.

The table below details the country of birth of residents in 2016 and 2011 as well as being compared against the population in Greater Melbourne.

Table 29: Most Common Countries of Birth

	2016			2011			Change 2011 to 2016
	Number	%	Greater Melbourne %	Number	%	Greater Melbourne %	
Australia	87,093	71.5	59.8	87,378	73.9	63.3	-285
United Kingdom	4,111	3.4	3.6	4,197	3.5	4.1	-86
China	3,471	2.8	3.5	2,360	2.0	2.3	+1,111
Italy	2,150	1.8	1.4	2,457	2.1	1.7	-307
India	2,025	1.7	3.6	1,658	1.4	2.7	+367
New Zealand	1,403	1.2	1.8	1,321	1.1	1.7	+82
Greece	1,075	0.9	1.0	1,088	0.9	1.2	-13
Malaysia	983	0.8	1.1	836	0.7	1.0	+147
Sri Lanka	767	0.6	1.2	742	0.6	1.1	+25
Vietnam	731	0.6	1.8	530	0.4	1.7	+201

Source: Australian Bureau of Statistics, Census of Population and Housing 2011 and 2016 (Usual residence). Compiled and presented in profile.id by .id, the population experts.

The table below summarises the languages spoken at home within the Banyule population.

Table 30: Summary of Languages Spoken at Home

	2016			2011			Change 2011 to 2016
	Number	%	Greater Melbourne %	Number	%	Greater Melbourne %	
Speaks English only	89,901	73.8	62.0	91,061	77.0	66.3	-1,160
Non-English total	26,349	21.6	32.3	23,186	19.6	29.0	+3,163
Not stated	5,616	4.6	5.7	4,054	3.4	4.7	+1,562
Total Population	121,866	100.0	100.0	118,301	100.0	100.0	+3,565

Source: Australian Bureau of Statistics, Census of Population and Housing 2011 and 2016 (Usual residence). Compiled and presented in profile.id by .id, the population experts.

The percentage of the population that speaks a language other than English at home is significantly lower than that in the Greater Melbourne area (21.6% compared to 32.3%). The percentage of the population that speaks another language increased between 2011 and 2016 from 19.6% to 21.6%.

Residents Income Levels

The table below presents the personal weekly income levels of Banyule residents.

Table 31: Weekly Income Gross Income Levels for the City of Banyule area

	2016		
	Number	%	Greater Melbourne %
Negative Income/ Nil income	9,221	9.2	11.2
\$1 - \$149	4,762	4.8	4.5
\$150 - \$299	6,497	6.5	7.0
\$300 - \$399	7,343	7.4	7.7
\$400 - \$499	7,725	7.7	7.4
\$500 - \$649	7,187	7.2	7.0
\$650 - \$799	6,933	6.9	7.3
\$800 - \$999	7,924	7.9	8.3
\$1,000 - \$1,249	8,575	8.6	8.6
\$1,250 - \$1,499	6,522	6.5	6.0
\$1,500 - \$1,749	5,877	5.9	5.0
\$1,750 - \$1,999	4,155	4.2	3.4
\$2,000 - \$2,999	6,227	6.2	5.1
\$3,000 or more	3,815	3.8	3.4
Not stated	7,097	7.1	8.2
Total persons aged 15+	99,860	100.0	100.0

Source: Australian Bureau of Statistics, Census of Population and Housing 2011 and 2016 (Usual residence). Compiled and presented in profile.id by .id, the population experts.

Analysis of individual income levels in the City of Banyule in 2016 compared to Greater Melbourne shows that there was a higher proportion of people earning a high income (those earning \$1,750 per week or more) and a lower proportion of low income people (those earning less than \$500 per week). Overall, 14.2% of the population earned a high income, and 35.6% earned a low income, compared with 11.9% and 37.8% respectively for Greater Melbourne.

The major differences between the City of Banyule's individual incomes and Greater Melbourne's individual incomes were:

- A larger percentage of persons who earned \$2,000 - \$2,999 (6.2% compared to 5.1%)
- A larger percentage of persons who earned \$1,500 - \$1,749 (5.9% compared to 5.0%)
- A larger percentage of persons who earned \$1,750 - \$1,999 (4.2% compared to 3.4%)
- A smaller percentage of persons who earned Negative Income/ Nil income (9.2% compared to 11.2%)

Vehicle Ownership

The number of vehicles per household is detailed in the table below.

Table 32: Vehicle Ownership

	2016		
	Number	%	Greater Melbourne %
No motor vehicles	2,754	6.0	8.5
1 motor vehicle	15,692	34.0	33.2
2 motor vehicles	17,728	38.4	34.8
3 or more motor vehicles	7,325	15.9	15.9
Not stated	2,708	5.9	7.6
Total households	46,207	100.0	100.0

Source: Australian Bureau of Statistics, Census of Population and Housing 2016 (Usual residence). Compiled and presented in profile.id by .id, the population experts.

A household's ownership of vehicles can be used as an indicator of an individual's ability to independently access leisure facilities without the reliance on public transport or utilising other modes of transport.

A review of vehicle ownership in the City of Banyule indicates that nearly nine out of every 10 households (88.3%) own one or more vehicles indicating a relatively high ability to independently access leisure activities. This is higher than Greater Melbourne at 83.9%. There was a number of households who identified that they have access to no motor vehicles (6.0%) indicating there may be a reliance on public transport and non-motorised forms of transport such as walking, bikes or skateboards.

Future Population Predictions

It is expected that the population within the City of Banyule area will increase 29% from 127,699 in 2016 to 147,098 in 2036. The largest annual average rate of change is predicted to occur between 2016 and 2021 before slowing down.

Table 33: Projected Population Growth 2016 - 2036

	Forecast Year				
	2016	2021	2026	2031	2036
Population	127,699	135,658	140,006	143,366	147,098
Change in population (5 years)		7,959	4,348	3,360	3,732
Average annual change		1.22%	0.63%	0.48%	0.52%

Source: Population and household forecasts, 2016 to 2036, prepared by .id, the population experts, September 2019.

The figures for the projected populations are slightly different than the data collected during the census as it takes into account the population that may have been missed by the census and the population that were overseas at the time of the census.

The following table highlights the likely change in the population age profile between 2016 and 2036.

Table 34: City of Banyule Future Population Age Profile

	2016	2021	2026	2031	2036	Change b/w 2011 and 2036
	%	%	%	%	%	
0-4	6.6	6.3	6.2	6.1	6.1	+572
5-9	6.3	6.0	5.8	5.7	5.7	+350
10-14	5.4	5.8	5.6	5.5	5.5	+1,127
15-19	5.6	5.6	5.9	5.7	5.6	+1,148
20-24	6.4	6.4	6.4	6.5	6.4	+1,236
25-29	6.9	6.9	6.7	6.7	6.8	+1,147
30-34	7.0	7.1	7.0	6.9	6.9	+1,147
35-39	7.0	7.2	7.1	7.1	7.0	+1,326

	2016	2021	2026	2031	2036	Change b/w 2011 and 2036
	%	%	%	%	%	
40-44	7.1	6.9	6.9	6.9	6.8	+932
45-49	6.7	6.6	6.5	6.6	6.5	+959
50-54	6.3	6.3	6.2	6.2	6.2	+1,025
55-59	6.2	5.8	5.8	5.8	5.7	+579
60-64	5.5	5.5	5.3	5.3	5.3	+804
65-69	5.2	4.8	4.9	4.8	4.8	+405
70-74	4.0	4.4	4.2	4.4	4.3	+1,241
75-79	2.9	3.3	3.8	3.7	3.8	+1,894
80-84	2.2	2.3	2.7	3.0	3.1	+1,711
85+	2.6	2.7	2.9	3.1	3.4	+1,795

Source: Population and household forecasts, 2016 to 2036, prepared by [.id](#), the population experts, September 2019.

In 2016, the dominant age group for residents in the City of Banyule was between 40 – 44 years, which accounted for 7.1% of the total population, this is predicted to change to 35 -39 years in 2036 which will account for 7.0%.

The age bracket that is predicted to experience the largest increase in population number is the 75 – 79 years of age group which is expected to increase by 1,894 residents from 2.9% to 3.8% of the population.

The percentage of the population that is in their most active years (5 – 49 years of age) is predicted to fall from 58.4% in 2016 to 57.2% in 2036.

DRAFT

Draft Ivanhoe Sports Precinct Plan Issues and Options Report - Community Engagement To Date

- Consultation to date has mainly focused on tenant clubs and local community and has included:
 - An initial survey of residents surrounding three sites for feedback on amenity, likes and areas for improvement.
 - Establishment of the Ivanhoe Sports Precinct Reference Group at the commencement of project represented by each tenant club, the Ivanhoe Netball Club, an Ivanhoe community representative and two Councillors. The reference group developed a set of agreed principles to guide the plan that are:
 - Responding to changing sports participation trends, community needs and demand;
 - Consolidating assets for more efficient and cost-effective asset management;
 - Facilities that are fit for purpose and meet contemporary compliance guidelines;
 - Maximise net open space;
 - Improving facilities while maintaining local amenity;
 - Providing for a variety of open space uses;
 - Improving community wellbeing and encouraging healthy active lifestyles;
 - Encouraging active and sustainable transport modes.
- Each Club representative has had an opportunity to discuss membership growth and current and future facility needs.

Collaboration

The relevant State Sporting Associations were all consulted to determine:

- Participation and growth trends across the region
- Facility requirements and standards
- Alignment with each code's state sports facility plan
- Alignment with State Government priorities.



IVANHOE SPORTS PRECINCT PLAN: OPTION ONE

IVANHOE RECREATION RESERVE (JOHN STREET)

- A** Retain synthetic + turf bowls.
- B** 3no. tennis courts remain and replace fence
- C** Upgraded + consolidated bowls/tennis pavilion and improve access.
- D** Potential playspace, passive recreation area

IVANHOE PARK

- E** Open space, passive recreation area
- F** Croquet to remain + be extended to meet standards - Clubhouse upgraded to address access issues
- G** 3no. netball courts to be developed on site of bowls club
- H** Multi-use/flexible community spaces
- I** Car Park sealed + additional accessible Car Parking to support Netball + Croquet
- J** Upgrade Sports Field surface
- K** Walking track around site with exercise stations and distance markers
- L** Upgrade nets for practice cricket wickets
- M** Improved amenity of The Boulevard and Lower Heidelberg Road
- N** Improved landscaping for informal use

CHELSWORTH PARK

- O** Walking track linking Chelsworth Park to Ivanhoe Park
- P** Roadway traffic management + parking improvements
- Q** Retain and upgrade tennis courts to provide multi-purpose outdoor courts + clubrooms
- R** Potential zone for upgrade/development of sports pavilion(s) (IGS funded)
- S** Investigate sportsground lighting.
- *** Priority one - number one soccer pitch

OTHER

- Shade
- Drinking Fountains
- Public Safety Lighting

LEGEND

NETBALL COURT	EXISTING OVAL	REFURBISHED OVAL
TENNIS COURTS	CAR PARK	EXISTING TENNIS COURTS
MULTI-PURPOSE COURTS	PLAYGROUND	FITNESS NODE
CROQUET FIELD	EXISTING PAVILION	LIGHT POSTS
BOWLING GREEN	POTENTIAL PAVILION EXPANSION	PEDESTRIAN FOOTPATH
TREE PROTECTION ZONE		ROADWAY IMPROVEMENT

IVANHOE SPORTS PRECINCT PLAN

CONFIDENTIAL DRAFT ISSUES AND OPTIONS SUMMARY REPORT



MAY 2021



Prepared by Otium Planning Group Pty Ltd
In association with Warren and Mahoney,
Playce and Turner and Townsend



INTRODUCTION

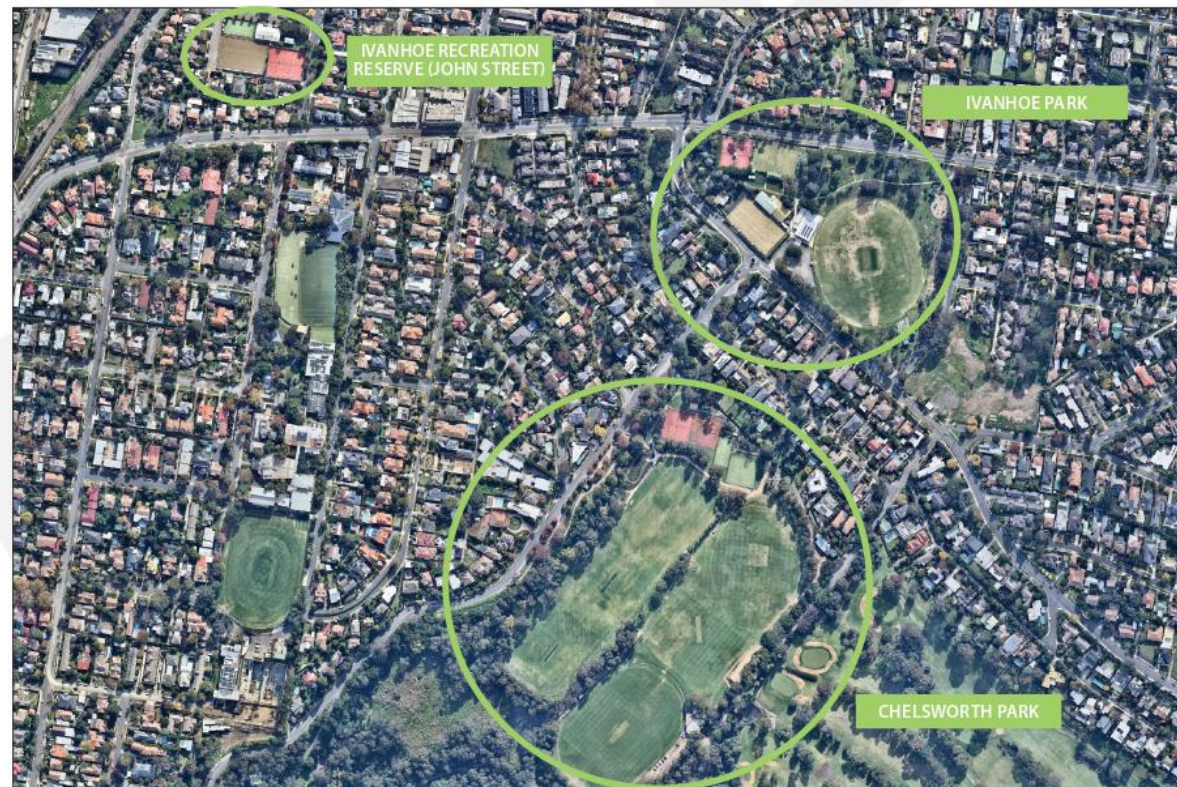
Ivanhoe Park is one of Banyule's prime reserves and supports a number of informal recreation and sporting activities including football, cricket, lawn bowls, croquet and tennis. Chelsworth Park and Ivanhoe Recreation Reserve (John Street Reserve) are located within close proximity to Ivanhoe Park and collectively these three sites form a very significant sporting precinct serving the local and broader community.

The study's primary focus is on Ivanhoe Park, located at The Boulevard, Ivanhoe. The study will consider nearby facilities that provide a recreational or partnership opportunity including Ivanhoe Recreation Reserve (John Street) and Chelsworth Park, Ivanhoe.

Decisions about the best use of the facilities in the future and how to maximise the opportunities and outcomes are difficult to make without a plan that properly considers the possibilities, needs of existing clubs, new demands and expectations from broader community.

The Ivanhoe Sports Precinct Plan identifies the current and future needs of clubs and community and the opportunities for redevelopment/development to meet those needs.

Ivanhoe Sports Precinct Location Map



Who are we planning for?

Ivanhoe Park, Ivanhoe Recreation Reserve (John Street) and Chelsworth Park comprise the Ivanhoe Sports Precinct are located within Ivanhoe, a suburb of the Banyule City Council. The Project Site Map shows the location within the municipality of the three sites.

In summary the review indicates:

The Banyule population

is predicted to grow by **15%** between 2016 and 2036 with an increased growth in the middle and older age groups.

\$\$ The population has low levels of disadvantage and has a relatively high level of disposable income.

The age groups that account for the largest proportion of the population are from

35-44



The age groups that are predicted to grow the most are those aged 75 to 79 years



2.9% - 3.8%

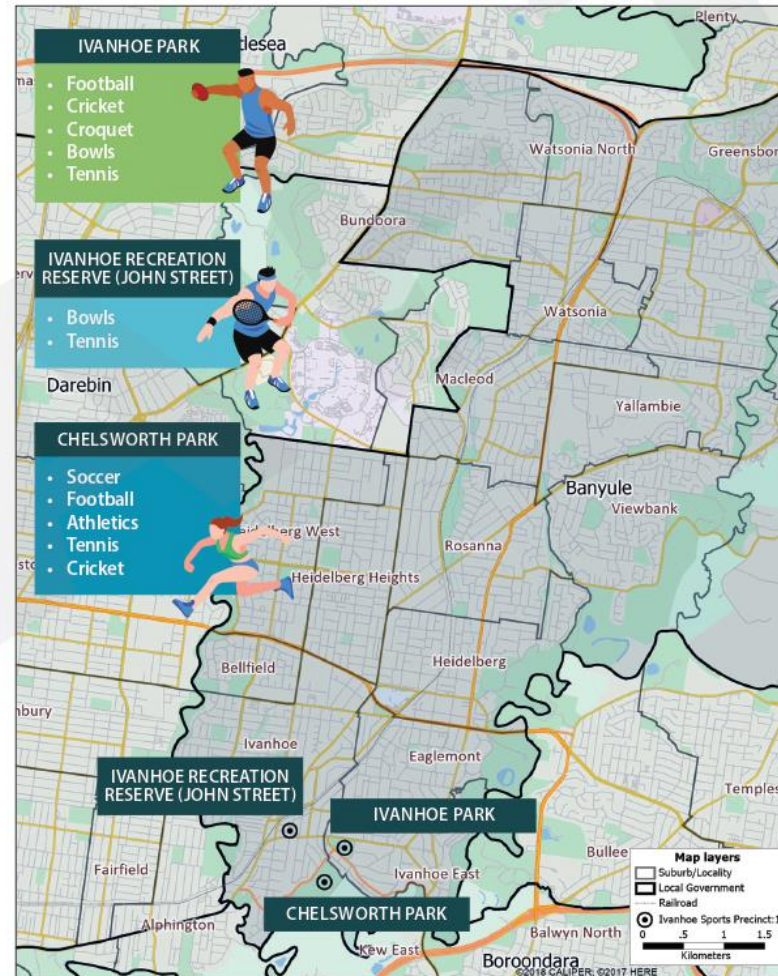
There is also a low level of diversity within the community when compared to the Greater Melbourne region, with more residents having been born in Australia and English being the predominant language in more households.

The introduction of **2,300**

more residents in the Ivanhoe region indicates a need to upgrade the current space not only for organised sporting events but so that residents have access to good open space areas for passive and unstructured recreation activities such as walking the dog, walking and socialising.



Project Site Map



Ivanhoe Park

Ivanhoe Park is bordered by Lower Heidelberg Road, The Boulevard and Wamba Road in Ivanhoe and is the central hub for the Sports Precinct.

The site is accessible by public transport (predominantly bus and the local station is Ivanhoe Station) however the topography of the land is quite steep and is not accessible for anyone who is not able bodied. The site is also accessible by car, with limited disability parking and access.

The map details the key issues at the site.



Ivanhoe Park Existing Conditions Map



Current Tenants Arrangements

Ivanhoe Park is home to the following clubs under a range of occupancy arrangements as detailed in the table to the right.

Ivanhoe Park User Groups

Club Name	Usage	Occupancy Arrangement	Membership Numbers
Ivanhoe Amateur Football Club	Winter Season	Seasonal allocation	114 (60M/54F)
Ivanhoe Junior Football Club	Winter Season	Seasonal allocation	350 (260M/90F)
Ivanhoe Cricket Club	Summer Season	Seasonal allocation	134 (128M/6F)
Ivanhoe Park Croquet Club	All year	5 Year Lease: 1 July 2016 – 30 June 2021	74 (21M/53F)
East Ivanhoe Bowling Club Inc	All year	5 Year Lease: 1 July 2015 – 30 June 2020	65 (50 active playing)
Ivanhoe Tennis Club	All year	5 Year Lease: 1 July 2016 – 30 June 2021	156 (78M/78F)

Unstructured Use

The park provides for a range of unstructured recreation opportunities and is highly valued by the Ivanhoe community. The play space is highly utilised as well as the general open space area. The community survey identified that most people stay at the park for passive recreation for over an hour, but have also reported that there is a lack of facilities to support this as there is limited shade, drinking fountains and accessible public toilets.

Ivanhoe Recreation Reserve (John Street)

The Ivanhoe Recreation Reserve, known locally as John Street Reserve, is located on John Street, Ivanhoe. The reserve is unique in its location and acts to many of the surrounding residential dwellings as their open space area. The bowls facility is used as a community function space and hosts other activities such as Irish dancing.

The map details the key issues at the site.



4

Ivanhoe Recreation Reserve (John Street) Existing Conditions Map



Current Tenants Arrangements

Ivanhoe Recreation Reserve (John Street) is home to the following clubs under a range of occupancy arrangements as detailed in the table below.

Table 2: Ivanhoe Recreation Reserve (John Street) User Groups

Club Name	Usage	Occupancy Arrangement	Membership Numbers
Ivanhoe Bowling Club Inc	All year	5 Year Lease: 1 July 2015 – 30 June 2020	140 (100 active playing)
Ivanhoe Tennis Club	All year	5 Year Lease: 1 Jan 2018 – 31 Dec 2022	156 (78M/78F)

Unstructured Use

Given the size of the Ivanhoe Recreation Reserve (John Street) and the location of the bowls and the tennis facilities there are limited opportunities for unstructured open space activities. The Bowls Clubrooms are hired out by the club for social functions. The area is fully fenced restricting the use to tenant clubs or facility hirers.

Chelsworth Park

Chelsworth Park is located on The Boulevard and Irvine Road, Ivanhoe. The Park is bordered on the western and southern side by the Yarra River Corridor and Wilson Reserve and on the eastern side by the Ivanhoe Public Golf Course. The park is a popular 11-hectare reserve with sporting fields incorporating football, cricket, soccer, tennis and athletics. It also has a playground, a shared walking/bicycle trail, indigenous River Red Gums and non-indigenous trees and shrubs.

The majority of the Park is leased to Ivanhoe Grammar School for use as the school outdoor sporting facilities and the Chelsworth Park Community Reference Group provides a formal mechanism for Council to consult with stakeholders on use, maintenance and development. The four en tout cas tennis courts are leased to the Chelsworth Park Tennis Club.

The map details the key issues at the site.

Current Tenants Arrangements

Chelsworth Park is home to the following clubs under a range of occupancy arrangements as detailed in the table below.

Table 3: Chelsworth Park User Groups

Club Name	Usage	Occupancy Arrangement	Membership Numbers
Old Ivanhoe Grammarians Soccer Club	Winter season	Part of Ivanhoe Grammar School Lease	200 (166M/34F)
Old Ivanhoe Grammarians Football Club	Winter season	Part of Ivanhoe Grammar School Lease	212 (178M/34F)
Ivanhoe Harriers Athletics Club	Summer season	Part of Ivanhoe Grammar School Lease	30
Chelsworth Park Tennis Club	All year	5 Year Lease: 1 July 2016 – 30 June 2021	30
Old Ivanhoe Grammarians Cricket Club	Summer season	Part of Ivanhoe Grammar School Lease	TBA
Ivanhoe East AusKick	Winter season	Part of Ivanhoe Grammar School Lease	60

Chelsworth Park Existing Conditions Map



Unstructured Use

Chelsworth Park provides for a range of unstructured recreation opportunities and is highly valued by the Ivanhoe community. The park is highly used by walkers and dog walkers which has been known to cause some issues with the structured sports. It has been reported through a community survey that most people stay at the park for passive recreation for over an hour but have also reported that there is a lack of facilities to support this as there is limited access to public toilets.

Site Assessment Key Findings

Overall, the Sports Precinct is "tired" and in need of upgrade. While there have been some upgrades undertaken over the past few years, there are a number of issues regarding access and OHS remaining. The local clubs and community have demonstrated a commitment to developing and maintaining the facilities at a high standard. A summary of the issues under key headings are as follows:

ACCESS AND EQUITY	UPGRADE OF FACILITIES AND INFRASTRUCTURE TO MEET FUTURE DEMANDS	CAR PARK ACCESS	POOR AMENITY
<ul style="list-style-type: none"> All buildings (pavilions and club rooms), with the exception of the new pavilion at Ivanhoe Park, do not meet contemporary sport and leisure facility design standards including Universal Design Principles and Female Friendly Design Guidelines. Many of the facilities are unwelcoming with some facilities having major access issues or now not fit for purpose to accommodate new participants e.g. female Australia Rules football and soccer players and older adults. 	<ul style="list-style-type: none"> The sports field at Ivanhoe Park is showing signs of heavy traffic and in need of a surface upgrade. The cricket training nets at Ivanhoe Park have just recently been renovated which has resolved the concerns of balls entering neighbouring properties. The croquet facility at Ivanhoe Park provides a unique sporting opportunity however the court size does not currently meet the requirements to support regional level competitions. There is an opportunity to consolidate bowls at one site and create a contemporary bowls facility to current facility standards. Currently there is no dedicated space for the inclusion of Netball (Ivanhoe Netball Club and community use). The Precinct Plan will include options that include Netball in the Ivanhoe Sports Precinct. The tennis courts at both Ivanhoe Park and Chelsworth Park (with the exception of the Ivanhoe Grammar Courts) are aged and in need of upgrade. There is a need for an additional security and sports field lighting. 	<ul style="list-style-type: none"> Car parking access is a concern across all three sites. The accessible car spaces at Ivanhoe Park are not linked to an accessible pathway. There is a need to improve and formalise the car parking areas and improve traffic management at Ivanhoe Park and Chelsworth Park. There is limited opportunity to develop additional car parking at Ivanhoe Recreation Reserve (John Street). 	<ul style="list-style-type: none"> The general amenity of the three sites is "tired" and in need of general upgrade and improvement. The pathways around the precinct are not accessible for many and do not link to the wider path network. There is a need to provide additional support infrastructure including shade, seating, drinking fountains and playgrounds (Ivanhoe Park playground currently being upgraded). The entrance to Ivanhoe Park is "uninviting". Opportunity to improve and provide welcoming entrance to the precinct.

STAKEHOLDER ENGAGEMENT

Council developed a "Project Reference Group" for the Ivanhoe Sports Precinct Plan project as a means of providing key stakeholder input into the development of the Plan. The group was not a formal committee but rather a reference group that was established by Council for the purpose of consultation.

The purpose of group was to:

Work with Council to prepare the plan for the Ivanhoe Sports Precinct that strategically positions the reserves, facilities and clubs, explores synergies, realised opportunities and supports the growing community and sporting club needs for the future.

Membership of the Reference Group included Council Officers, two Councillors, sporting club representatives plus three representatives from the Chelsworth Park Reference Group. The sporting clubs included:

- Ivanhoe Junior Football Club
- Ivanhoe Netball Club
- Ivanhoe Cricket Club
- Ivanhoe Amateur Football Club
- Ivanhoe Park Croquet Club
- Ivanhoe Tennis Club
- East Ivanhoe Bowling Club
- Ivanhoe Bowling Club

Community Consultation

An extensive community consultation process was undertaken to identify both the current and future needs of both residents in the surrounding area and the key stakeholders. The consultation included:

- Project Control Group workshops at key milestones
- Project Reference Group workshops at key milestones
- Interviews with key stakeholders
- Interviews with relevant Council Officers
- Online community survey (82 responses)
- Site reviews

Summary Key Findings

The stakeholders acknowledge the land locked nature of the sites within Metropolitan Melbourne and that a significant decision to merge the bowls club at either Ivanhoe Recreation Reserve (John Street) or Ivanhoe Park to provide for upgrades and additional sports facilities within the Ivanhoe Sports Precinct is required.

All stakeholders support a vision for the Ivanhoe Sports Precinct that promotes 'community sport and recreation' for Banyule residents. Whilst Ivanhoe Recreation Reserve (John Street) and Ivanhoe Park require the majority of the upgrades and precinct planning it is important that Council continue to work in partnership with Ivanhoe Grammar School on the upgrade of Chelsworth Park.

Residents Survey

Of the surveys received, 90% had used at least one of the parks within the Ivanhoe Sports Precinct over the last 12 months. The key findings from the survey include:

- The top five activities at the reserve were: Playing sport, passive and recreational exercise, walking the dog, using the play space and socializing with friends
- Most respondents visit the parks for a minimum of an hour with the majority spending more than two hours at the precinct.
- Walking is the preferred mode of transport followed by driving meaning pathways and car parking are important considerations for the precinct plan.
- Most facilities are "tired" or are at an age, design and condition that require redevelopment to meet the needs of user groups and revitalize the precinct as a community/sporting/hub.

Stakeholder Feedback

Key issues raised by stakeholders were:

- Finding one home for the bowls clubs within the Ivanhoe Sports Precinct.
- Improving car parking within the precinct including the provision of accessible parking close to facilities.
- Improving security lighting and sports field lighting throughout the precinct.
- Improving accessibility to walking paths and car parking, including the creation of linkages (paths and trails) between all the sites, in particular Ivanhoe Park and Chelsworth Park to create the "Tan of Ivanhoe".
- Provision of female change rooms at all sites.
- Improve and upgrade the sports ground levels and drainage at Ivanhoe Park.
- Rationalise and improve the functionality of all sports club rooms to meet current sports facility guidelines and design standards including universal access.
- Improved amenities to provide family friendly facilities including, play space, multi-sport spaces, shade, greenspace and BBQ facilities.
- Provide outdoor netball courts to support netball training.

KEY ISSUES FOR PRECINCT PLAN

The following provides a summary of the key issues identified through the market research and consultation undertaken as part of the development of the precinct plan.

RATIONALISATION OF FACILITIES AND LINKAGES BETWEEN SPORTS PRECINCT

The community survey results coupled with the key stakeholder findings indicate that the facilities within the Ivanhoe Sports Precinct are highly valued and the open space significantly contributes to the active and healthy lifestyles of local residents.

The Ivanhoe Sports Precinct is landlocked with areas that have no integration and turn their back on each other. There is an opportunity through this precinct plan for these areas to engage with each other and offer a broader range of sport and recreation opportunities to the community, together with celebrating the local character of this areas.

There is capacity to enhance the amenity of the Ivanhoe Sports Precinct and the open spaces by improving and connecting the walking paths and trails between Ivanhoe Park and Chelsworth Park. This includes creating the "Ivanhoe Tan" by linking the paths with the existing pathway network through Wilson Reserve. The trail could include distance markers and exercise equipment to encourage and support unstructured activity within the parks.

There is a need to provide improved way finding signage across the precinct.

UNSTRUCTURED AMENITIES AGED AND REQUIRE UPGRADE

The site reviews and community surveys identified that the unstructured amenities are aged and require upgrading to meet contemporary standards. These features include the playground (currently being upgraded and replaced), walking paths, garden areas, lighting, seating, shade, BBQ areas and toilet amenities.

Throughout the precinct there is a need to ensure these areas meet contemporary standards and support the safe and functional use of each park.

CHANGING SPORT PARTICIPATION DEMANDS

The Banyule population will increase by 15.2% from 127,699 in 2016 to 147,908 in 2036. The Ivanhoe area will have a predicted population increase of 27.8% over the next 16 years (2036). This substantial population growth will mean existing open spaces (Ivanhoe Park, Chelsworth Park and Ivanhoe Recreation Reserve (John Street)) will need to respond to increased usage resulting in the need to improve the capacity of the sporting playing areas to meet the future demands of almost 20,000 additional residents. Some of this increase will come from the new residents within The Grounds housing development which will see an additional 117 new residential dwellings (200 people), all with limited private open space.

Peak sporting bodies state and regional facilities plans support additional and improved sports fields to cater for the increasing demand fuelled by a growing population and high penetration rates for sport participation in Banyule City Council.

FACILITIES DON'T MEET CURRENT STANDARDS AND REQUIRE RENEWAL

The architectural condition review of the built infrastructure, with the exception of the newly constructed Ivanhoe Park pavilion, indicates that the current facilities do not meet contemporary sport and leisure facility design standards including Universal Design Principles and Female Friendly Design Guidelines and, in many cases, DDA requirements. The facilities are unwelcoming with some facilities having major access issues or now not fit for purpose for new participants e.g. females, people with mobility issues.

COMMUNITY PRESSURE FOR OUTDOOR NETBALL FACILITIES

Ivanhoe Netball Club has been advocating for a 'home' in the Ivanhoe area for a number of years. The club (250 members) do not currently have access to their own facility for training purposes and are having to pay to utilise a number of facilities to ensure that they are able to train and compete.

Whilst Netball Victoria are supporting netball courts to be built indoors, there is a requirement for outdoor netball spaces at a community sport level. According to the Netball Victoria State-wide Facility Strategy there is a need for outdoor netball courts within the Banyule municipality.

OBJECTIVES AND STRATEGIC DIRECTIONS

Strategic Context

There is strategic support for the improvement of the Ivanhoe Sports Precinct Plan as a 'local' level sports reserve to facilitate and encourage healthy lifestyles in Banyule.

Peak sporting bodies state and regional facilities plans support improved sports fields and outdoor courts to cater for the increasing demand fuelled by a growing population and high penetration rates for sport participation in inner city areas, particularly the Banyule municipality.

There is an opportunity to enhance the amenity of the Ivanhoe Sports Precinct in particular the north west open space at Ivanhoe Park and connected public open spaces via a running/walking track to Chelsworth Park. This would also support the new development of over 100 one- and two-bedroom dwellings next to Ivanhoe Park which have limited backyard space.

Best practice recreation and open space planning responds to the roles open space plays in communities and the benefits individuals and the community as a whole derive from it. These benefits include physical and mental health and wellbeing through access to open space for sport, social recreation and play, relaxation and access to quality natural environments and cultural heritage features.

The following diagram indicates how Council, State Sport and State Government strategic plan influence the development of the Ivanhoe Sports Precinct Plan.





As part of the Reference Groups responsibilities it was tasked with assisting in developing a vision and planning objectives for the project.

VISION

The proposed vision for the Ivanhoe Sports Precinct Plan is a community sport and recreation hub offering a range of participation opportunities to all of the community. A place for:

- Formal sport
- Social and family gathering
- Unstructured play and activity
- Community events

The Planning objectives that helped guide the development of the Ivanhoe Precinct Plan are:

- Responsive to changing participation trends, community needs and demands.
- Consolidation of assets for more efficient and cost-effective asset management.
- Facilities that are fit for purpose and meet contemporary compliance guidelines.
- Maximise net open space.
- Improving facilities while maintaining local amenity.
- Provide for a variety of open space uses.
- Improve community wellbeing and encourage healthy active lifestyles.
- Encouraging active / sustainable transport modes.

IVANHOE SPORTS PRECINCT DEVELOPMENT PRIORITIES

The following provides a summary of the key priorities for each site within the Ivanhoe Sports Precinct.

IVANHOE PARK	IVANHOE RECREATION RESERVE (JOHN STREET)	CHELSWORTH PARK
<ul style="list-style-type: none"> • Rationalisation and upgrade of built infrastructure i.e. bowls club, public toilet amenities to meet: <ul style="list-style-type: none"> ◦ Current building standards including DDA ◦ Improve accessibility ◦ Improve functionality • Refurbishment of the oval playing surface and lighting (retaining competition standard level) to increase capacity and support community events at the park • Upgrade and improve support infrastructure including lighting, shade, seating, BBQ's area • Develop a linked network of pathways between Ivanhoe Park and Chelsworth Park, including distance markers and exercise stations • Upgrade and extend the croquet courts to meet current standard for the sport and improve access to clubrooms and car parking • Consider future use of the bowls greens in line with John Street Reserve bowls facility and increase the visibility of the area by the removal of the fencing • Consider the future use of the tennis courts • Continue to increase and diversify informal open space to cater for a range of age groups • Improve functionality and amenity of the open space including: <ul style="list-style-type: none"> ◦ Corner of site (Lower Heidelberg Road and The Boulevard) to improve amenity and create a welcoming entrance to the precinct ◦ Strip along Wamba Road ◦ Northern section of park above the oval ◦ Upgrade and formalise the car parking area and improve traffic management of the site by aligning the roundabout with the entrance to the car park • Minimum of two lit netball courts to competition standards. Netball Victoria guidelines supports a north/south orientation that is close to change rooms. 	<ul style="list-style-type: none"> • Rationalisation and upgrade of built infrastructure i.e. bowls club, public toilet amenities to meet: <ul style="list-style-type: none"> ◦ Current building standards including DDA ◦ Improve accessibility ◦ Improve functionality • Improve access from the tennis club rooms to the tennis courts • Improve car parking and accessible parking spaces 	<p>Work in collaboration with Ivanhoe Grammar School to improve overall functionality of the park including:</p> <ul style="list-style-type: none"> • Traffic management measures and car parking along Irvine Road • Provision of improved lighting across the entire park sporting fields • Redevelopment of pavilions to include female friendly amenities. Consideration of a single integrated clubroom. • Linkage of walking paths with Ivanhoe Park and Wilson Reserve • Improved community tennis courts • Development of an environmental/ educational play space with linkages to the Yarra River and open space areas

In consultation with the Project Reference Group a range of precinct development options were prepared and considered with the two options on the following two pages being prepared for further community review and feedback. The key difference between the two options can be summarised as:

- Location of a consolidated bowls facility
- Expansion opportunities for the tennis courts
- Location and number of netball courts



IVANHOE SPORTS PRECINCT PLAN: OPTION ONE

IVANHOE RECREATION RESERVE (JOHN STREET)

- A** Retain synthetic + turf bowls.
- B** 3no. tennis courts remain and replace fence
- C** Upgraded + consolidated bowls/tennis pavilion and improve access
- D** Potential playspace, passive recreation area

IVANHOE PARK

- E** Open space, passive recreation area
- F** Croquet to remain + be extended to meet standards - Clubhouse upgraded to address access issues
- G** 3no. netball courts to be developed on site of bowls club
- H** Multi-use/flexible community spaces
- I** Car Park sealed + additional accessible Car Parking to support Netball + Croquet
- J** Upgrade Sports Field surface
- K** Walking track around site with exercise stations and distance markers
- L** Upgrade nets for practice cricket wickets
- M** Improved amenity of The Boulevard and Lower Heidelberg Road
- N** Improved landscaping for informal use

CHELSWORTH PARK

- O** Walking track linking Chelsworth Park to Ivanhoe Park
- P** Roadway traffic management + parking improvements
- Q** Retain and upgrade tennis courts to provide multi-purpose outdoor courts + clubrooms
- R** Potential zone for upgrade/development of sports pavilion(s) (IGS funded)
- S** Investigate sportsground lighting.
* Priority one - number one soccer pitch

OTHER

- Shade
- Drinking Fountains
- Public Safety Lighting

LEGEND

NETBALL COURT	EXISTING OVAL	REFURBISHED OVAL
TENNIS COURTS	CAR PARK	EXISTING TENNIS COURTS
MULTI-PURPOSE COURTS	PLAYGROUND	FITNESS NODE
CROQUET FIELD	EXISTING PAVILION	LIGHT POSTS
BOWLING GREEN	POTENTIAL PAVILION EXPANSION	PEDESTRIAN FOOTPATH
TREE PROTECTION ZONE		ROADWAY IMPROVEMENT



IVANHOE SPORTS PRECINCT PLAN: OPTION TWO

IVANHOE RECREATION RESERVE (JOHN STREET)

- A** 3x Existing Tennis Courts to remain
- B** Potential future expansion area for unstructured open space
- C** Existing bowls area becomes Public Open Space
- D** Clubroom Refurbishment to address access, viewing + OHS issues
- E** Accessible parking
- F** Accessible entry
- G** Potential playspace, passive recreation area

IVANHOE PARK

- H** Bowls to remain + realigned to create a new northern axis. Consider cover over greens.
- I** 2x Outdoor Netball Courts with lighting + clubroom
- J** Croquet to remain + be extended- Clubhouse upgraded to address access issues
- K** Upgraded Bowls Clubroom
- L** Car Park sealed + additional accessible Car Parking to support Netball + Croquet + Bowls
- M** Upgrade Sports Field surface
- N** Walking track around site with exercise stations and distance markers
- O** Improved amenity of The Boulevard and Lower Heidelberg Rd
- P** Improved landscaping for informal use

CHELSWORTH PARK

- Q** Walking track linking Chelsworth Park to Ivanhoe Park
- R** Roadway traffic management + parking improvements
- S** Retain and upgrade tennis courts to provide multi-purpose outdoor courts + clubroom
- T** Potential zone for upgrade/development of sports pavilion(s) (IGS funded)
- U** Investigate sportsground lighting.
- * Priority one - number one soccer pitch

OTHER

- Shade
- Drinking Fountains
- Public Safety Lighting

LEGEND


NETBALL COURT	EXISTING OVAL	REFURBISHED OVAL
TENNIS COURTS	CAR PARK	EXISTING TENNIS COURTS
MULTI-PURPOSE COURTS	PLAYGROUND	FITNESS NODE
CROQUET FIELD	EXISTING PAVILION	LIGHT POSTS
BOWLING GREEN	POTENTIAL PAVILION EXPANSION	PEDESTRIAN FOOTPATH
TREE PROTECTION ZONE		ROADWAY IMPROVEMENT

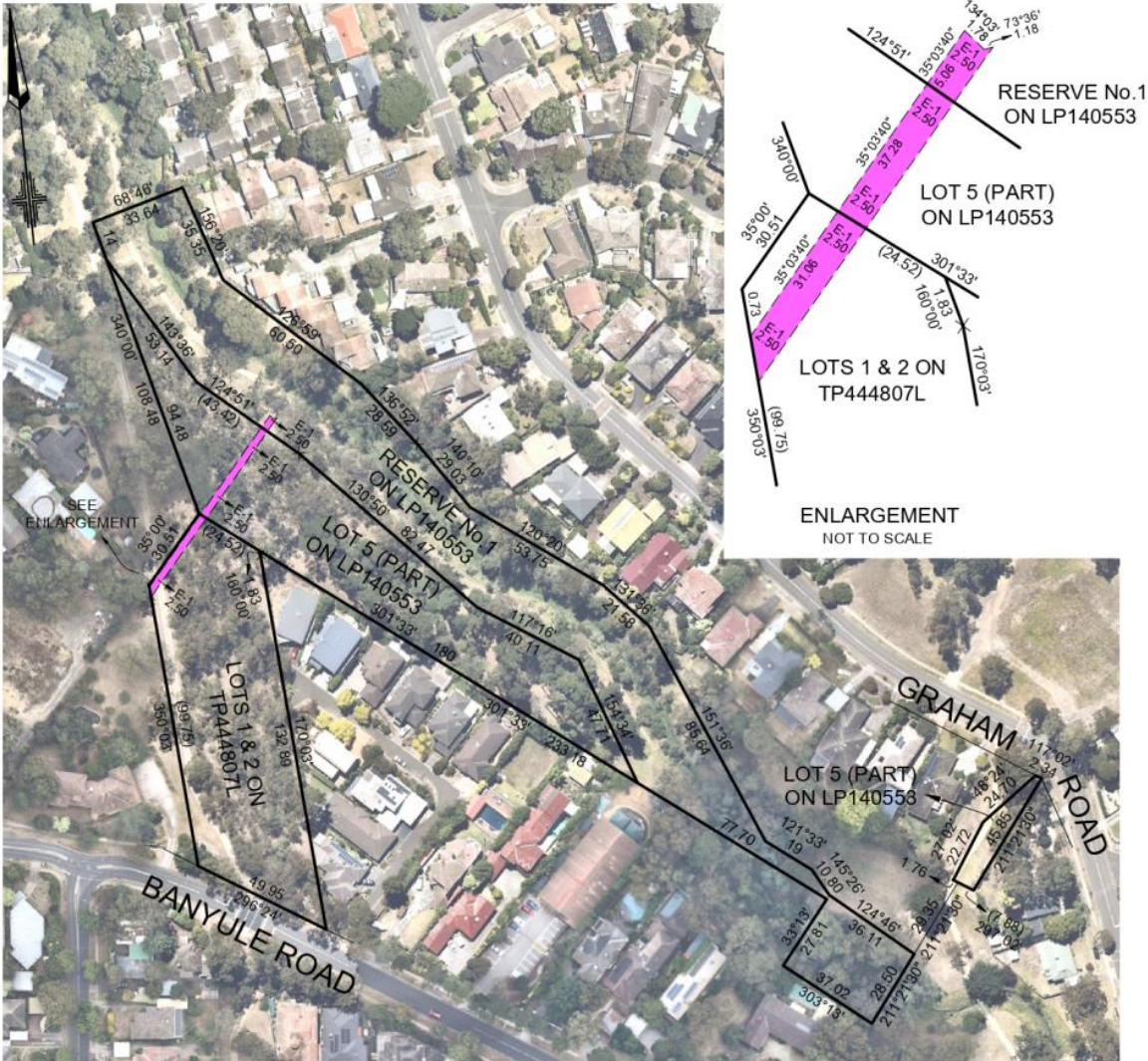


Otium Planning Group has offices in: • Auckland • Brisbane • Cairns • Christchurch • Melbourne • Perth • Sydney

Otium Planning Group Pty Ltd ABN 30 605 962 169
304/91 Murphy Street Richmond Victoria 3121
Phone: +61 3 9698 7300 Email: info@otiumplanning.com.au
www.otiumplanning.com.au



PLAN FOR CREATION OF EASEMENT		NOTATIONS
LOCATION OF LAND COUNTY: BOURKE PARISH: KEELBUNDORA CROWN SECTION: CROWN PORTION: 6 (PART) LAST PLAN REFERENCE: LOTS 1 & 2 ON TP444807L LOT 5 ON LP140553 RESERVE No.1 ON LP140553 SERVIENT TITLE REFERENCE: VOL 08808 FOL 618 VOL 09510 FOL 583 VOL 09510 FOL 584		EASEMENT TO BE CREATED:  E-1 SEWERAGE IN FAVOUR OF YARRA VALLEY WATER CORPORATION



SCALE 1:1500	0 15 30 45 60 LENGTHS ARE IN METRES	ORIGINAL SHEET SIZE: A3	SHEET 1 OF 1
DATE: 19/02/21	DRAWING: EC00BA		
REFERENCE: AA0026	DRAWN BY: LS		
 Lyssna Group Pty Ltd ABN 18 616 811 191 Tel: +61 3 9516 6899 PO Box 1098, South Melbourne 3205 Suite 3, 102 Dodds Street Southbank VIC 3006 Australia LyssnaGroup.com			



PROCUREMENT POLICY

1 JULY 2021 – 30 JUNE 2025

ADOPTED BY COUNCIL: XX XXX 2021

[8377614: 28503986_1]

Procurement Policy

CONTENTS

A.	Overview	6
B.	Applicability	6
C.	Objectives	6
1	Procedures	7
1.1	Treatment of GST	7
2	Effective Legislative and Policy Compliance and Control.....	7
2.1	Ethics and Probity.....	7
2.1.1	Requirement.....	7
2.1.2	Conduct of Councillors and Council Staff.....	7
2.1.3	Conflict of Interest.....	7
2.1.4	Fair and Honest Dealing.....	8
2.1.5	Probity, Accountability and Transparency.....	8
2.1.6	Gifts and Benefits	8
2.1.7	Disclosure of Information	8
2.1.8	Complaints & Reporting Suspicious Activities	9
2.2	Governance.....	9
2.2.1	Structure.....	9
2.2.2	Methods.....	10
2.2.3	Responsible Financial Management	10
2.3	Procurement Thresholds and Competition	10
2.3.1	Procurement Principles.....	10
2.3.2	Procurement Methodology.....	11
2.3.3	Exemptions from Tendering.....	11
2.3.4	Public Tender Requirements.....	13
2.3.5	Collaborative Procurement	14
2.4	Delegation of Authority.....	15
2.4.1	Requirement.....	15
2.5	Internal Controls	15
2.6	Risk Management.....	15
2.6.1	General	15
2.7	Endorsement.....	15
2.8	Dispute Resolution.....	15
2.9	Contract Management.....	15
3	Demonstrate Sustained Value	16
3.1	Achieving Value for Money	16

[8377614: 28503986_1]

3.1.1	Requirement.....	16
3.1.2	Approach.....	16
3.2	Sustainable Procurement.....	16
3.2.1	Sustainable Procurement Definition.....	16
3.2.2	Applying Sustainable Procurement in Council.....	17
3.2.3	Principles and Objectives.....	17
4	Build and Maintain Supply Relationships.....	19
4.1	Managing Suppliers.....	19
4.2	Supply Market Development.....	19
5	Policy Key Linkages and Governance.....	19
5.1.1	Standards and Linkages.....	19
5.1.2	Policy Review Process.....	19
5.1.3	Policy Enquiries and Contact Details.....	20
	APPENDICES.....	21
	Appendix 1 - Banyule City Council Procurement Methodology Thresholds.....	21
A.	Requirement for Tenders, Proposals and Quotes.....	21
	Appendix 2 Banyule City Council – Sustainable Procurement Policy.....	22
A.	Sustainable Procurement commitment.....	22
B.	Sustainable Procurement Key Performance Indicators (KPI).....	23
	Appendix 3 Performance KPIs.....	25
A.	Procurement Performance Indicators.....	25
	Appendix 4 Council Plans, Strategies and Policies.....	26
	Appendix 5 Council Specific Exemptions.....	27

[8377614: 28503986_1]

Definitions and Abbreviations

Term	Definition
Act	Local Government Act 2020 .
Collaborative Procurement Arrangement	A contract established by the Council, government or a nominated agent, such as Procurement Australasia, Municipal Association of Victoria (MAV), Northern Councils Alliance (NCA) or local government entity, for the benefit of numerous state, federal and/or local government entities that achieves best value by leveraging combined economies of scale.
Commercial in Confidence	Information that, if released, may prejudice the business dealings or commercial interests of Council or another party, e.g. prices, discounts, rebates, profits, methodologies and process information, etc.
Contract Management	The process that ensures all parties to a contract fully meet their respective obligations as efficiently and effectively as possible, in order to deliver the contract objectives and provide Value for Money.
Council	Banyule City Council
Councillors	Council's elected representatives (the Mayor and Councillors) or Administrator(s) appointed to act in this capacity.
Council Staff	Includes all Council officers, temporary employees, contractors, volunteers and consultants while engaged by Council.
IBAC	The Independent Broad-based Anti-corruption Commission
Indigenous Business	An Indigenous Business is one that is at least 50% owned by an Aboriginal or Torres Strait Islands person(s) (consistent with Supply Nation's definition).
Local Business	A commercial business with an operational premises that is physically located within the municipal borders of the 7 Northern Regional Councils.
Northern Councils Alliance (NCA)	The 7 Councils comprising the NCA, being the Cities of Banyule, Darebin, Hume, Moreland and Whittlesea and Mitchell and Nillumbik Shire Councils.
Probity	Within government, the term "probity" is often used in a general sense to mean "good process". A procurement process that conforms to the expected standards of probity is one in which clear procedures that are consistent with the Council's policies and legislation, are established, understood and followed from the outset. These procedures need to consider the legitimate interests of suppliers and ensure that all potential suppliers are treated equitably.
Procurement	Procurement is the whole process of acquisition of external goods, services and works. This process spans the whole life cycle from initial concept through to the end of the useful life of an asset (including disposal) or the end of a service contract.
Schedule of Rates Contract	A standing offer arrangement based on a Schedule of Rates contract that sets out rates for goods and services which are available for the term of the agreement but without a commitment to purchase a specified value or quantity of goods or services.

[8377614: 28503986_1]

Term	Definition
Sustainability	Activities that meet the needs of the present without compromising the ability of future generations to meet their needs.
Tender Process	The process of inviting parties from either a select list or via public advertisement to submit an offer by tender followed by evaluation of submissions and selection of a successful bidder or tenderer in accordance with pre-determined evaluation criteria.
Total Contract Sum	The potential total value of the contract including: <ul style="list-style-type: none"> • costs for the full term of the contract, including any options for either party to extend the contract; • applicable goods and services tax (GST); • anticipated contingency allowances or variations; • all other known, anticipated and reasonably foreseeable costs.
Value for Money	Value for Money in procurement is about selecting the supply of goods, services and works taking into account both cost and non-cost factors including: <ul style="list-style-type: none"> • Non-cost factors such as contribution to the advancement of Council's priorities, fitness for purpose, quality, service and support; and • Cost-related factors including whole-of-life costs and transaction costs associated with acquiring, using, holding, maintaining and disposing of the goods, services or works.

[8377614: 28503986_1]

I. Procurement Policy

A. Overview

This Procurement Policy is made under Section 108 of the [Local Government Act 2020 \(the Act\)](#). The Act requires each council to:

- Prepare and adopt a procurement policy which specifies the principles, processes and procedures applying in respect of the purchase of goods and services and carrying out of works by the Council; and
- Review its Procurement Policy at least once during each 4-year term of the Council.
- This Policy has been developed collaboratively by the Northern Councils Alliance with a view to facilitating smooth collaborative procurement processes, consistent with *the Act*. This Policy also incorporates content that is specific to the Council and may differ from that of the other NCA councils and is intended to apply only to procurement involving the Council.

B. Applicability

This Policy applies to all contracting and procurement activities at the Council and is applicable to Councillors and Council Staff.

It is recognised this will enhance achievement of the Council's objectives such as sustainable and socially responsible procurement, supporting local economies and obtaining Value for Money, leading to a better result in the provision of goods, services and works for the benefit of the community.

This Policy provides direction on the conduct of procurement activities throughout the sourcing, management and disposal phases. It also covers the general procurement framework but does not extend to the related accounts payable processes.

The Council must comply with this Procurement Policy before entering into a contract for the purchase of goods or services or the carrying out of works.

C. Objectives

This Policy is consistent with the requirements of S108(2) of *the Act* and will:

- Seek to promote open and fair competition and provide Value for Money;
- Provide clear guidelines to the Council to allow consistency and control over procurement activities;
- Demonstrate accountability to ratepayers and residents;
- Provide guidance on ethical behaviour in public sector procurement;
- Demonstrate the application of best practice in procurement activities;
- Demonstrate the consideration of sustainability in procurement with respect to social, economic and environmental factors;
- Increase the probability of obtaining the best outcome for the municipal community when procuring goods and services; and
- Seek to undertake collaborative procurement in accordance with section 2.3.4 of this Policy;

These objectives will be achieved by requiring, that the Council's contracting, purchasing and contract management activities:

- Support the Council's corporate strategies, aims and objectives;
- Span the whole life cycle of an acquisition and take sustainability considerations into account;
- Achieve demonstrable Value for Money;
- Are conducted in, and demonstrate an impartial, fair and ethical manner;
- Seek continual improvement through innovative and technological initiatives; and
- Generate and support Local Business through inclusion wherever practicable.

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1 Procedures

1.1 Treatment of GST

All monetary values stated in this policy include GST unless specifically stated otherwise.

2 Effective Legislative and Policy Compliance and Control

2.1 Ethics and Probity

2.1.1 Requirement

The Council's procurement activities shall be performed in an open, transparent and ethical manner with demonstrated integrity, fairness and accountability that meets relevant legal requirements.

All tender processes shall be conducted in accordance with the requirements of this Procurement Policy and any associated procedures, relevant legislation, relevant Australian Standards, Commercial Law and *the Act*.

2.1.2 Conduct of Councillors and Council Staff

Councillors and Council Staff shall at all times conduct themselves in ways that are in accordance with the Councillor Code of Conduct or the Staff Code of Conduct respectively, and will perform their duties ethically and with integrity and must:

- Treat potential and existing suppliers with equality and fairness;
- Not use their position to seek or receive personal gain in procurement matters;
- Maintain confidentiality of Commercial in Confidence information;
- Present the highest standards of professionalism and probity;
- Afford suppliers and tenderers with the same information and an equal opportunity to tender or quote for goods, services and works contracts;
- Be able to account for all decisions and demonstrate and provide evidence of the processes followed;
- Not perform any work under any Council contracts they are supervising i.e. Council Staff cannot also work for the relevant supplier;
- Query incidents, decisions or directions that appear to contradict or deviate from Council's standards of ethics or probity or established policies and procedures; and
- Ensure that this Procurement Policy and Council's Procurement Guidelines are adhered to in relation to any expenditure of Council funds.

2.1.3 Conflict of Interest

Councillors and Council Staff shall at all times avoid situations which may give rise to an actual or perceived conflict of interest. A conflict of interest may be a 'general' or a 'material' conflict of interest.

A member of Council Staff has a general conflict of interest in a matter if an impartial, fair-minded person would consider that the person's private interests could result in that person acting in a manner that is contrary to their public duty.

A member of Council Staff has a material conflict of interest in a matter if an affected person would gain a benefit or suffer a loss depending on the outcome of the matter. The benefit or loss may be direct or indirect and pecuniary or non-pecuniary. Affected persons include, among others, the member of Council Staff and their family members.

Council Staff involved in the procurement process, in particular preparing tender documentation, writing tender specifications, opening tenders, participating in tender

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evaluation panels, preparing a recommendation report; and Councillors and Council Staff awarding tenders must:

- **Avoid** conflicts of interest, whether material or general or actual, potential or perceived;
- **Declare** that they do not have a conflict of interest in respect of the procurement. All Council Staff participating in tender evaluation panels must complete a Conflict of Interest declaration. Council Staff must declare any actual or perceived conflicts in line with Council's internal processes for reporting conflicts of interest; and
- **Observe** prevailing Council and Government guidelines on how to prevent or deal with conflict of interest situations; and not take advantage of any tender related information whether or not for personal gain.

2.1.4 Fair and Honest Dealing

All prospective contractors and suppliers must be treated impartially and afforded an equal opportunity to tender or submit a quotation.

Any suspected improper conduct, including suspected fraud, corruption, substantial mismanagement of public resources, risk to public health and safety, risk to the environment, or detrimental action should be managed in accordance with Council's internal policies and processes.

2.1.5 Probity, Accountability and Transparency

Accountability in procurement means being able to justify and provide evidence of the process followed. An independent third party must be able to see clearly that a process has been followed and that the process was fair and reasonable.

Council Staff must be able to account for all procurement decisions and ensure all procurement activities leave an audit trail for monitoring and reporting purposes.

2.1.6 Gifts and Benefits

No Councillor or member of Council Staff shall seek or accept any immediate or future reward or benefit in return for the performance of any duty or work for Council or where it could be reasonably perceived as influencing them or their position or undermining their integrity or the integrity of the process in some way.

Any gift or benefit offered to a Councillor or Council Staff will be managed in accordance with Council's internal policies and processes.

Councillors and Council Staff, particularly contract supervisors:

- must not knowingly visit a current supplier's premises without invitation when acting in their official capacity; and
- must not knowingly engage a Council supplier for private benefit, unless that engagement is on proper commercial terms.

2.1.7 Disclosure of Information

Commercial in Confidence information received by the Council must not be disclosed and is to be stored in a secure location.

Councillors and Council Staff must take all reasonable measures to maintain confidentiality of:

- Information disclosed by organisations in tenders, quotation or during tender negotiations; and

[8377614: 28503986_1]

- Commercial in Confidence information.

Councillors and Council Staff are to avoid references to current or proposed contracts in discussion with acquaintances or outside interests.

Discussion with potential suppliers during tender evaluations should not go beyond the extent necessary to resolve doubt on what is being offered by that supplier.

At no stage should any discussion be entered into which could improperly influence the procurement process or negotiation of a contract prior to the contract approval process being finalised, other than authorised pre-contract negotiations.

2.1.8 Complaints & Reporting Suspicious Activities

Complaints Handling

Members of the public and suppliers, are encouraged to report known or suspected incidences of improper conduct to the CEO. Councillors and Council Staff will report and manage complaints in accordance with Council's internal policies and processes.

Reporting Suspicious Activities

All Councillors, Council Staff and Council suppliers are required at all times to act honestly and with integrity and to safeguard the public resources for which they are responsible. Council is committed to protecting all revenue, expenditure and assets from any attempt to gain illegal benefits (financial or otherwise).

Council will take all reasonable steps to protect those who assist Council by providing information about suspected fraud. This will include confidentiality of identity and protection from harassment, to the extent possible.

Suspected improper conduct, offers of bribes, commissions and any other irregular approaches from suppliers, prospective suppliers or other individuals will be investigated and reported in accordance with Council's internal policies and processes.

The CEO must notify IBAC of any matter they suspect on reasonable grounds to involve corrupt conduct occurring or having occurred in accordance with mandatory reporting requirements under the *Independent Broad-based Anti-Corruption Commission Act 2011*.

2.2 Governance

2.2.1 Structure

Council has delegated a range of powers, duties and functions to the CEO in relation to procurement. The delegation aims to ensure that the Council's procurement structure operates according to processes that:

- Are flexible enough to procure in a timely manner the diverse range of goods, works and services required by Council;
- Guarantee that prospective contractors and suppliers are afforded an equal opportunity to tender or submit a quotation; and
- Encourage competition and collaboration, even where the CEO runs a procurement process under delegation.

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2.2.2 Methods

The Council's standard methods for procuring goods, services and works shall be by any of the following:

- Purchase order following a quotation process from suppliers for goods or services that represent best Value for Money under the quotation thresholds adopted by the Council. An approved purchase order must be created prior to committing expenditure on behalf of Council for the provision of services, goods or works in accordance with the Council's procurement thresholds and guidelines;
- Under contract following a quotation or tender process;
- Using Collaborative Procurement Arrangements;
- Multi-stage tenders commencing with an EOI followed by a tender process;
- Under a sole-sourcing arrangement in line with the conditions contained in section 2.3.3.2;
- Purchasing Cards; and
- Petty Cash,

unless other arrangements are authorised by Council or under appropriate delegated authority on an 'as needs' basis as required by abnormal circumstances such as emergencies.

2.2.3 Responsible Financial Management

The principle of responsible financial management shall be applied to all procurement activities. Accordingly, to give effect to this principle, the availability of existing funds within an approved budget or source of funds shall be established prior to the commencement of any procurement action for the supply of goods, services or works.

Council funds must be used efficiently and effectively to procure goods, services and works and every attempt must be made to contain the costs of the procurement process without compromising any of the procurement principles set out in this Policy.

2.3 Procurement Thresholds and Competition

Wherever it would likely achieve best value, procurements will be arranged under a relevant contractual arrangement established in accordance with section 108 of [the Act](#) and this Procurement Policy.

In every procurement activity all practicable efforts will be made to consider the sustainable procurement considerations as listed in Section 3.2.

Council will invite offers from the supply market for goods, services and works in accordance with the thresholds listed in [Appendix IA](#).

2.3.1 Procurement Principles

Council will apply the following fundamental best practice principles to procurement, irrespective of the value and complexity of that procurement:

- Value for Money;
- Sustainability (social, economic and environmental);
- Open and fair competition;
- Accountability;
- Risk management; and
- Probity and transparency.

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2.3.2 Procurement Methodology

Section 108 of the Act details that each Council will set the public tender threshold above which tenders or expressions of interest for contracts must be publicly invited.

A public tender process must be used for all procurements valued at \$300,000 and above (incl. GST) for goods, services or works.

For procurements under \$300,000 (incl. GST), the procurement methodology and thresholds detailed in [Appendix IA](#) will apply.

2.3.3 Exemptions from Tendering

The following circumstances are exempt from the general publicly advertised tender, quotation and expression of interest requirements.

Exemption Name	Explanation, limitations, responsibilities and approvals
1. A contract made because of genuine emergency or hardship	<ul style="list-style-type: none"> Where the Council has resolved that the contract must be entered into because of an emergency (e.g. to provide immediate response to a natural disaster, declared emergency).
2. A contract made with, or a purchase from a contract made by, another government entity, government-owned entity or other approved third party.	<ul style="list-style-type: none"> This general exemption allows engagements: <ul style="list-style-type: none"> With another government entity or government owned entity. For example, Federal, State or Local Government or an entity owned by the Federal, State or Local Government; and/or In reliance on contracts and arrangements established by another government entity, local authority or local government group purchasing scheme, Municipal Association of Victoria (MAV) or National Procurement network members (e.g. Local Buy), Procurement Australia (PA).
3. Extension of contracts while Council is at market	<ul style="list-style-type: none"> Allows Council to extend an existing contract where the procurement process to replace the contract has commenced, and where the tender process or negotiations will take or are taking longer than expected. This exemption may be used when the establishment of an interim short-term arrangement with an alternative supplier is considered not to be in the public interest, as it may be cost prohibitive and/or present a risk in the delivery of critical public services to the municipality.
4. Professional services unsuitable for tendering	<ul style="list-style-type: none"> Legal Services. Insurance.
5. Novated Contracts	<ul style="list-style-type: none"> Where the initial contract was entered into in compliance with the Act and due diligence has been undertaken in respect to the new party.

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Exemption Name	Explanation, limitations, responsibilities and approvals
6. Information technology resellers and software developers	<ul style="list-style-type: none"> Allows Council to renew software licenses and maintenance and support, or upgrade existing systems, where there is only one supplier of the software, who holds the intellectual property rights to the software.
7. Regional Waste and Resource Recovery Groups	<ul style="list-style-type: none"> Situations where a Regional Waste and Resource Recovery Group constituted the Environment Protection Act 1970 had already conducted a public tender for and on behalf of its member councils.
8. Statutory Compulsory Monopoly Insurance Schemes	<ul style="list-style-type: none"> Motor vehicle compulsory third party WorkCover
9. Operating Leases	<ul style="list-style-type: none"> Where a lessor leases an asset (generally a vehicle or plant and equipment) to the Council and assumes the residual value risk of the vehicle.
10. Other specific Council exemptions	<ul style="list-style-type: none"> Defined in Appendix 5. Specific Council exemptions will be reviewed and updated in Appendix 5 from time to time, as per the Policy Review Process (section 5.1.2).

2.3.3.1 Contract Variations

All contract variations must be assessed to determine whether they are properly characterised as variations, or whether they are in effect a new contract. This will depend on factors like:

- The monetary value of the proposed variation, i.e. the value of the variation in the context of the thresholds fixed by the Procurement Policy; and
- The subject matter of the proposed variation, and whether it is consistent with the scope of the original contract.

2.3.3.2 Sole or select sourcing

Supply of goods, services or works can be sought from one supplier (sole sourcing) or a restricted group of suppliers (select sourcing) where it is consistent with this Procurement Policy and:

- It is in the public interest;
- There is one or a limited number of available tenderers in the market or suppliers able to submit quotations;
- The marketplace is restricted by statement of license or third-party ownership of an asset (excluding public utility plant); or
- Council is party to a joint arrangement where Council jointly owns the Intellectual Property with a third party provider.

Sole Sourcing:

If there is a current procurement or disposal process in place, that process must be terminated prior to sole sourcing being implemented.

Sole sourcing is subject to existing delegations.

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Select Sourcing:

Select sourcing is subject to existing delegations.

2.3.4 Public Tender Requirements

All public tenders invited by the Council will be published via Council's eTendering Portal and may be advertised in the media.

Information regarding Current Tenders and Awarded Tenders will be published on Council's website.

2.3.4.1 Tender Evaluation

A tender evaluation panel will be established to evaluate each tender submission against the tender's selection criteria. Tender evaluation panels can include external personnel in order to ensure the best outcome for a procurement activity and must comprise of at least 3 persons as well as a chairperson.

A detailed Tender Evaluation Plan shall be developed, approved and strictly adhered to by that panel. Amongst other things, this involves the establishment of more detailed evaluation criteria (i.e. than those published with the tender) and the application of a pre-approved and robust weighted scoring system.

The Tender Evaluation Plan should be completed and signed off prior to the tender or quotation being issued.

2.3.4.2 Evaluation Criteria

The Council may include the following evaluation criteria categories to determine whether a proposed contract provides Value for Money:

- Mandatory Compliance criteria (e.g. ABN registration, OH&S, Fair Work Act);
- Tendered price;
- Capacity of the Tenderer to provide the goods and/or services and/or works;
- Capability of the Tenderer to provide the Goods and/or Services and/or Works; and
- Demonstration of sustainability.

2.3.4.3 Probity Advisor

A formal probity plan should be developed, and a probity advisor appointed in the following circumstances:

- Where the proposed Total Contract Sum exceeds \$10 million over the life of the contract or for a lesser value set by Council from time to time; or
- Where a proposed contract is considered by Council or the CEO to be particularly complex, of a high risk or controversial nature, and requiring a high level of public confidence.

A probity advisor may be appointed to any tender evaluation panel and may be appointed to oversee the evaluation process.

2.3.4.4 Shortlisting and Negotiations

Council may conduct a shortlisting process during EOI, tender and quotation processes. Shortlisting can be based on any criterion or criteria but only in pursuit of the most advantageous outcome for the Council.

Shortlisted tenderers may be invited by the Council to submit a best and final offer in relation to all or certain aspects of their respective tenders. Once a preferred tenderer/s is/are selected, negotiations can be conducted in order to obtain the optimal solution and

[8377614: 28503986_1]

commercial arrangements, within the original scope and intent of the tender. Probity requirements apply to all negotiations.

2.3.5 Collaborative Procurement

In accordance with section 108(c) of the Act, the Council will first give consideration to collaboration with other Councils and public bodies or utilise Collaborative Procurement Arrangements, when procuring goods, services and works in order to take advantage of economies of scale.

Council Staff must consider any opportunities for Collaborative Procurement in relation to a procurement process undertaken by Council. Any Council report that recommends commencing a procurement process must set out information relating to opportunities for Collaborative Procurement, if available, including:

- The nature of those opportunities, if any, and the councils or public bodies with which they are available; and
- Why Council did, or did not, pursue the identified opportunities for collaboration in relation to that procurement process.

When collaborating with the NCA, the Council will do so in accordance with the following:

- The NCA will develop a consolidated contract register to identify joint procurement projects on an annual basis.
- Council contracts with a minimum value of \$1 million per annum (per Council), for the ongoing supply of goods or provision of services or works, other than projects that are unique to an individual Council (e.g. unique construction or works projects), will be included in the consolidated contract register for collaboration consideration;
- Other contracts which, due to the subject matter, nature or scope, are likely to deliver operational efficiencies if procured in collaboration with the NCA, must be included in the consolidated contract register for consideration as a possible joint procurement opportunity;
- Where Collaborative Procurement is to be pursued:
 - A pre-market approval submission will be submitted to each Council and the NCA prior to commitment to collaboration, seeking delegation of contract approval to CEOs;
 - The NCA will establish a Heads of Agreement that gives authority for a lead council to act as each Council's agent in the Collaborative Procurement;
 - Each of the Councils who participate will be able to enter into a contract with the preferred supplier identified through the Collaborative Procurement process, or may choose as a group to enter into a contract using "jump in/opt-in" contract provisions during the contract term, or with the Council which conducted the public tender; and
 - Each participating council must be involved in:
 - The initial decision to undertake the Collaborative Procurement;
 - Preparation of, and agreement to, the specifications;
 - Ensuring probity for the Collaborative Procurement; and
 - The acceptance of tender(s) and awarding of contract(s).

Furthermore, Council may collaborate with other Councils or other bodies such as MAV Procurement or Procurement Australasia to procure goods, services or works, or utilise existing Collaborative Procurement Arrangements for the procurement of goods, services or works established through a public tender process where it provides an advantageous, Value for Money outcome for the Council.

Any Federal or State Government grant funded projects may be excluded from collaborative procurement.

[8377614: 28503986_1]

2.4 Delegation of Authority

2.4.1 Requirement

Delegations define the limitations within which Council Staff are permitted to commit Council to the procurement of goods, services or works and the associated costs. The Instrument of Delegation allows specified Council Staff to undertake certain purchases, quotation, tender and contractual processes without prior referral to the Council. This enables the Council to conduct procurement activities in an efficient and timely manner whilst maintaining transparency and integrity.

Council has delegated responsibilities relating to the expenditure of funds for the purchase of goods, services and works, the acceptance of quotations and tenders and for contract management activities to the CEO. The CEO has further delegated some of those responsibilities to other members of Council Staff, subject to specified conditions and limitations.

2.5 Internal Controls

The CEO will install and maintain a framework of internal controls over procurement processes that will ensure:

- More than one person is involved in and responsible for the authorisation and management of a transaction from end to end;
- Transparency in the procurement process;
- A clearly documented audit trail exists for procurement activities;
- Appropriate authorisations are obtained and documented;
- Systems are in place for appropriate monitoring and performance measurement; and
- A process is in place for escalation, where appropriate, of procurement matters (including procedural non-compliance) to the Executive Leadership Team, the Audit and Risk Committee and Council.

2.6 Risk Management

2.6.1 General

Risk assessments are a vital part of the procurement planning process, particularly for significant contracts. Risks will be identified for each part of the sourcing, transition, delivery and finalisation stages of procurement. Appropriate risk avoidance and mitigation strategies will be employed whenever practicable and appropriate.

2.7 Endorsement

Council Staff must not publicly endorse any products or services without the permission of the relevant Director or the CEO.

2.8 Dispute Resolution

Where relevant, all Council contracts shall incorporate dispute management and alternative dispute resolution provisions to minimise the chance of disputes escalating to legal action.

2.9 Contract Management

In order to continually improve its procurement and contract management processes and outcomes, Council will evaluate and seek to improve on all aspects of procurement and contract management, in accordance with its documented procurement processes and Contract Management Guidelines.

Good contract management ensures goods, services and works are delivered to the required standards of quality and quantity as intended by the contract through:

[8377614: 28503986_1]

- Establishing a system monitoring and achieving the responsibilities and obligations of all parties under the contract;
- Providing a means for the early recognition of issues and performance problems and the identification of solutions;
- Adhering to the Council's risk management framework and relevant Occupational Health and Safety and sustainability requirements.

Council contracts are to include contract management requirements commensurate with the complexity of the procurement. Furthermore, contracts are to be proactively managed by the member of Council Staff responsible for the delivery of the contracted goods, services or works to ensure the Council and therefore the community, receives Value for Money.

Council awards some contracts that are strategically critical and of relatively high value. Council *will* provide additional senior oversight to the management of such significant contracts.

3 Demonstrate Sustained Value

3.1 Achieving Value for Money

3.1.1 Requirement

The Council's procurement activities will be carried out on the basis of obtaining Value for Money. This means minimising the total cost of ownership over the lifetime of the requirement consistent with acceptable quality, reliability and delivery considerations. Lowest price is not the sole determinant of Value for Money.

3.1.2 Approach

This will be facilitated by:

- Achieving continuous improvement in procurement activity in accordance with the direction set out in the Council's Strategic Procurement Plan;
- Developing, implementing and managing processes that support the co-ordination and streamlining of activities throughout the procurement lifecycle;
- Effective use of competition;
- Using existing Council contractual arrangement or Collaborative Procurement Arrangements where appropriate;
- Identifying and rectifying inefficiencies in procurement processes;
- Developing cost efficient tender processes;
- Council Staff responsible for providing procurement services or assistance within the Council providing competent advice in terms of available products and agreements; and
- Working with suppliers to create relationships that are professional, productive, and are appropriate to the value and importance of the goods, services and works being acquired.

3.2 Sustainable Procurement

3.2.1 Sustainable Procurement Definition

Sustainable procurement involves decision making that has the most positive environmental, social and economic impacts possible across the entire lifecycle of goods, services and works. The United Nations Environment Programme defines sustainable procurement as a "process whereby organisations meet their needs for goods, services, works and utilities in a way that achieves Value for Money on a whole of life basis in terms of generating benefits

[8377614: 28503986_1]

not only the organisation, but also to society and the economy whilst minimising damage to the environment.”

3.2.2 Applying Sustainable Procurement in Council

Sustainability will be embedded in the Council's work. All Council Staff will have a clear and shared understanding about what it means and how they can apply it to their daily tasks. The Council commits to applying the principles of sustainability to all of its decision-making and activities.

Council demonstrates sustainable procurement by:

- Being accountable for its impacts on society, the economy and the environment including the impacts of the organisation's supply chain;
- Examining anticipated organisational, project and/or community needs;
- Continually improving sustainability specifications, practices and outcomes; and
- Planning and undertaking sustainability evaluations as part of contracting activities.

3.2.3 Principles and Objectives

In its [Sustainable Procurement Policy as detailed in Appendix 2](#), Council commits to:

- Applying specific principles of sustainability to its decision-making and activities; and
- Focusing on specific Economic, Environmental and Social objectives.

The following Economic, Environmental and Social objectives have been determined in line with these principles.

Area	Principles	Objectives
Economic	<p>Council is committed to procurement that supports Local Business and economic diversity in the NCA.</p> <p>Where practicable and applicable Council will give preference to goods manufactured or produced in Australia and will actively seek quotations and tenders from Local Businesses in the Northern Region.</p> <p>Council's Sustainable Procurement Policy (as detailed in Appendix 2) will be underpinned by the following principles:</p> <ul style="list-style-type: none"> • Ensuring accountability and transparency; • Ensuring Value for Money outcomes; • Ensuring open and effective competition, and development of competitive Local Business and industry; • Fostering innovation and emerging sectors; and • Considering life cycle costs 	<p>Council's economic sustainability approach aims to:</p> <ul style="list-style-type: none"> • Achieve Value for Money on a whole of life (including disposal) basis, rather than just initial cost; • Consider broader life cycle impacts of products procured; • Ensure probity and accountability in the procurement process; • Commit to sourcing locally as detailed in Appendix 2; • Build relationships with Local Business and encourage procurement from them to help build their capacity; and • Increase local employment. <p><i>Appendix 2 details the policy by which Council will achieve the above objectives.</i></p>

[8377614: 28503986_1]

Area	Principles	Objectives
Environmental	<p>Where applicable Council will purchase goods, services and works that reduce air, water and soil pollution, greenhouse gas emissions, waste production, natural resource depletion and biodiversity depletion whenever they present an acceptable Value for Money outcome, and in some cases where they might not. Council's sustainable procurement strategies (as detailed in Appendix 2) will be underpinned by the following principles:</p> <ul style="list-style-type: none"> • Considering a product's or asset's lifecycle; • Promoting circular economy participation; • Managing demand to reduce procurement requirements; • Encouraging innovation through specifications; and • Engaging suppliers who are also committed to reducing their environmental impact. 	<p>Council's environmental sustainability and approach aims to:</p> <ul style="list-style-type: none"> • Improve energy efficiency; • Reduce greenhouse gas emissions and contribution towards Council's carbon footprint; • Minimise waste production; • Improve water efficiency; • Reduce air, water and soil pollution; • Reduce biodiversity impacts; and • Increase the use of recycled materials to: <ul style="list-style-type: none"> ○ Reduce demand for raw materials and non-renewable resources; and ○ Close the loop on kerbside recycling. <p><i>Appendix 2 details the policy by which Council will achieve the above objectives.</i></p>
Social	<p>Council is committed to building stronger communities and meeting social objectives which benefit the municipality and commits to integration of measures in its procurement processes and documentation which promote improved social outcomes. Council's sustainable procurement (as detailed in Appendix 2) will be underpinned by the following principles:</p> <ul style="list-style-type: none"> • A thorough understanding of the socio-economic issues affecting the community; • Creation of training and employment opportunities for unemployed or disadvantaged residents and ratepayers in Council's municipality, and marginalised job seekers in Council's municipality, to address local socio-economic issues; • Promotion of equity, diversity and equal opportunity; and • Respect for human rights, the rule of law and international norms of behaviour. 	<p>Council's social sustainability approach aims to:</p> <ul style="list-style-type: none"> • Ensure vendors do not exploit workers and provide fair wages, including inclusive business practices; • Maintain a social procurement program to increase social procurement spend across the NCA; • Ensure sourced products are accessible by all segments of the community; • Increase employment opportunities for indigenous people, people with a disability, disadvantaged people and long term unemployed; • Improve gender equity; and • Prevent, detect and remove modern slavery from Council's supply chain. <p><i>Appendix 2 details the strategies by which Council will achieve the above objectives.</i></p>

[8377614: 28503986_1]

4 Build and Maintain Supply Relationships

4.1 Managing Suppliers

Council recognises the importance of effective and open working relationships with its suppliers and is committed to managing existing suppliers via performance measurements to ensure the benefits negotiated through contracts are delivered.

4.2 Supply Market Development

A wide range of suppliers are encouraged to compete for Council work. The focus for new work need not always be with the larger more familiar businesses. Other types of organisations offering business diversity include:

- Green suppliers;
- Local, small to medium sized enterprises (SMEs) and Social enterprises;
- Ethnic and minority businesses (e.g. Indigenous Business); and
- Volunteer and community organisations.

5 Policy Key Linkages and Governance

5.1.1 Standards and Linkages

The Council's procurement activities shall be carried out to the professional standards in accordance with best practice and in compliance with the *Act* and applicable policies and procedures including Codes of Conduct for Councillors, Council Staff and suppliers.

Compliance will be monitored by the Council's Procurement Team and minor issues identified will be addressed by Council Staff in leadership positions. Where required, serious compliance issues will be reported by the CEO to the Audit and Risk Committee and Council.

All Council policies comply with the *Victorian Charter of Human Rights and Responsibilities*.

This Policy has clear linkages to a range of codes, charters, legislation and Council documents, including:

- [Local Government Act 2020](#)
- Procurement procedures and guidelines
- Purchasing and accounts payable manuals
- Codes of Conduct and associated policies
- Contract management guidelines

This policy will help guide Council's work delivered through Council's key plans, strategies and policies listed in Appendix 4.

Other relevant legislative requirements include compliance with the [Competition and Consumer Act 2010](#), [Goods Act 1958](#), [Fair Work Act 2009](#), [Working with Children Act 2005](#), [Working with Children Regulations 2016](#) and the [Environment Protection Act 1970](#) and [Environment Protection Act 2017](#) and other relevant Australian Standards.

5.1.2 Policy Review Process

In accordance with *the Act*, Council will review its Procurement Policy at least once during each 4-year term of the Council.

Members of the NCA will endeavour to work together to keep this Policy under review and to prepare any amendments to Sections 1-5.

[8377614: 28503986_1]

Any amendment to the Sections within Appendices 1, 2, 3 4 and 5, which is specific to the individual Council can be made at any time during the 4-year term of the Council and is only required to be reviewed and adopted by the individual Council.

5.1.3 Policy Enquiries and Contact Details

For further information on this policy, please contact Council's Procurement Function on:

Email: Procurement.requests@banyule.vic.gov.au

Phone: (03) 9490 4217

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[8377614: 28503986_1]

APPENDICES

All policy requirements contained within these Appendices Sections are only applicable to Banyule City Council.

Appendix I - Banyule City Council Procurement Methodology Thresholds

A. Requirement for Tenders, Proposals and Quotes

Council will invite tenders, proposals, quotes and expressions of interest from the supply market for goods, services and works in accordance with the thresholds listed below:

Procurement Threshold Incl of GST/	Procurement Methodology
<\$1,000	<ul style="list-style-type: none"> One verbal quotation.
\$1,001 - \$10,000	<ul style="list-style-type: none"> Obtain at least one written quotation or catalogue item.
\$10,001 - \$30,000	<ul style="list-style-type: none"> Obtain at least two written quotations.
\$30,001 - \$100,000	<ul style="list-style-type: none"> At least three written quotes are to be invited from suppliers who are considered able to meet the requirements. Where only one quote is received from those invited, Value for Money must be demonstrated. When seeking and or evaluating quotes, preference will be applied to Local Business and a minimum of one Local Business must be invited, depending on availability of Local Businesses.
\$100,001 - \$300,000	<ul style="list-style-type: none"> Obtain a Contract Number. Undertake a formal select Request for Quote process by following the process within Council's e-Tendering Portal. At least three written quotes are to be invited from suppliers who are considered able to meet the requirements. Where only one quote is received from those invited, Value for Money must be demonstrated. When seeking and or evaluating quotes, preference will be applied to Local Businesses and a minimum of one Local Business must be invited, depending on availability of Local Businesses.
>\$300,000	<ul style="list-style-type: none"> A public tender process is required for the procurement of goods, services or works where once-off or ongoing cumulative spend over the life of the contract is expected to exceed \$300,000.

Procurement transactions will not be split to circumvent these thresholds. Obtaining sufficient quotations can sometimes be difficult, e.g. if there are few suppliers for the goods, services or works being sought or where the work is highly specialised. In such a case a Director may waive the requirement to request three quotations if they reasonably consider that it is appropriate to do so. Waivers should be in writing and saved to Council's ERMS for future reference, if required.

[8377614: 28503986_1]

Appendix 2 Banyule City Council – Sustainable Procurement Policy

A. Sustainable Procurement Commitment

Banyule City Council commits to applying the principles of sustainability to all its procurement activities by:

- Ensuring all Council Staff have a clear and shared understanding about what it means and how they can apply it to their daily tasks.
- Embedding sustainable procurement in the supply chain through educating and supporting suppliers to develop sustainable practices such as reducing emissions and increasing employment of local residents experiencing social and economic exclusion.
- Implementing a strategy to increase procurement with Social Enterprises, Aboriginal Enterprises and Australian Disability Enterprises (collectively known as Social Benefit Suppliers) and Local Businesses.

Council commits to applying principles of sustainability as defined in Section 3.2.3 of the policy to its procurement activities. The following economic, environmental and social objectives have been determined in line with these principles.

Economic

Council commits to procurement that supports local business and economic diversity in the Northern Region municipalities. Where practicable Banyule City Council will give preference to contracts for the purchase of goods, machinery or material manufactured or produced in Australia, and will actively seek quotes and tenders from Local Businesses in the Northern Region where such purchases may be justified on Value for Money grounds.

Council considers the economic benefits on spend on goods and service that are retained within the local economy and therefore considers economic sustainability in the form of;

- increased local employment
- increased activity and spend in the local economy with identifiable benefits to the community and for the Northern Region
- building relationships with local businesses and encouraging purchasing from local suppliers to help build their capacity
- fostering innovation and emerging sectors.

Environmental

In 2019 Council declared a climate emergency and in doing so has committed to safe and sustainable environments for future generation. Council has set two goals in relation to climate change:

- To be a carbon neutral organization without relying on offsets by 2028; and
- Have a carbon neutral community by 2040.

Through its [Corporate Emissions Reduction Plan](#) and [Community Climate Action Plan](#) Council has set out sustainable procurement objectives and outcomes to achieve the above goals.

Council recognises that recycling has become a major issue within Australia and will continue to explore opportunities to minimise waste and encourage sustainability practices to drive Council's goal to move towards zero waste as recognized through the [Towards Zero Waste Management Plan](#).

[8377614: 28503986_1]

Council will provide instruction and guidance to all staff on how to embed the 5Rs - refuse, reduce, reuse, repurpose and recycle as core values in all future contracts, and ensure, where possible, that products purchased can be recycled at end of life.

Social

Through its [Social Enterprise Strategy 2020-2025](#), [Inclusive Local Jobs Strategy 2020-2025](#), [Innovate Reconciliation Action Plan](#) Council has set key objectives for social procurement and targets to increase spend with and engagement of Social Benefit Suppliers by:

- Building a stronger social enterprise in Banyule by building business capacity and capability, improving market access and increasing community awareness and engagement;
- Stimulating inclusive employment opportunities through partnering with local employers, agencies and other organisations to build inclusive employment opportunities; and
- Increasing access, inclusion and opportunities for Aboriginal and Torres Strait Islander suppliers.

B. Sustainable Procurement Key Performance Indicators (KPI)

Council has developed the following KPIs to measure the success of its initiatives to integrate sustainability in the procurement process. The Sustainable Procurement Program shall track and report annually on the KPIs to Council.

KPI	KPI - DESCRIPTION	MEASURE	TARGET
SPF1	Embed a whole-of-council procurement framework that leverages Council purchasing to support environmental, social and economic outcomes.	Formal change management strategy and training program around changes to policy and guidelines delivered to internal Council Staff	100% by 30 June 2022
SPF2	Educate suppliers about sustainable procurement.	Number of annual events and tender briefings to educate suppliers about sustainable procurement in Banyule.	2021/22 : 1 2022/23+ : 3
SPF3	Embed best practice environmentally sustainable design specifications into capital works and maintenance programs.	% of top 10 Building projects Building Projects that integrate Sustainable Buildings Guidelines into tender specifications	2022/23 : 50% 2023/24 : 80% 2024/25+ : 100%
SPF4	Integrate sustainability criteria, weightings and carbon emission questions into procurement processes for categories identified with medium/high environmentally sustainable outcomes.	% of total tenders (for identified categories) with tailored sustainability criteria, weightings and carbon emissions.	2022/23 : 50% 2023/24 : 75% 2024/25+ : 100%
SPF5	Implement Carbon Emission Reduction Opportunities in line with Sourcing Plan ("Quick wins and medium-benefit opportunities")	Number of identified carbon emission reduction opportunities identified from annual sourcing plan delivered per financial year	2022/23 : 50% 2023/24 : 75% 2024/25+ : 100%

[8377614: 28503986_1]

KPI	KPI - DESCRIPTION	MEASURE	TARGET
SPF6	Implement Waste Avoidance & Reduction Opportunities in line with Sourcing Plan ("Quick wins and medium-benefit opportunities")	Number of identified waste avoidance & reduction emission reduction opportunities identified from annual sourcing plan delivered per financial year*	2022/23 : 50% 2023/24 : 75% 2024/25+ : 100%
SPF7	Communication & Celebration of Sustainable Procurement Successes	Number of Sustainable Procurement Case Studies published per financial year.	2022/23 : 3p.a. 2023/24 : 4p.a. 2024/25+ : 5p.a.
SPF8	Create new local jobs for local people experiencing barriers to employment	Number of local jobs created annually	120 by 2025
SPF9	% of labour hours for capital works projects over \$2m for local people experiencing barriers to employment	% of total number of labour hours for projects	10%
SPF10	Increase % of direct Social Benefit Supplier spend	% of annual total spend.	2022/23 : 0.5% 2023/24 : 1% 2024/25 : 1% 2025/26 : 2% 2026/27 : 3%
SPF11	Increase number of active Social Benefit Suppliers	Number of Social Benefit Suppliers	2022/23 : 25 2023/24 : 25 2024/25+ : 50
SPF12	Increase spend with Local Business as a % of total spend	% of annual total spend	2% annually
SPF13	Prevent modern slavery and trafficking from existing in Council's Supply Chain.	Prevent Prepare and submit an annual (voluntary) Commonwealth Modern Slavery statement	100% by 30 June 2024

[8377614: 28503986_1]

Appendix 3 Performance KPIs

A. Procurement Performance Indicators

Banyule City Council will seek to improve its procurement performance by capturing and analysing data on key performance indicators including:

- Extent of contracts delivered on time and on budget;
- New Collaborative Procurement contracts;
- New preferred supplier (panel) contracts;
- The number of Local Businesses engaged and proportion of local spend;
- Value of savings and benefits achieved;
- Level of compliance with the Procurement Policy; and
- Annual spend on sustainable goods and services.

[8377614: 28503986_1]

Appendix 4 Council Plans, Strategies and Policies

This section lists the additional Council plans, policies and strategies that have clear linkages to this Procurement Policy.

- [Child Safe Policy](#)
- [Corporate Emissions Reduction Plan](#)
- [Inclusive Local Jobs Action Plan 2020-2025](#)
- [Inclusive Local Jobs Strategy 2020-2025](#)
- [Innovate Reconciliation Action Plan](#)
- [Social Enterprise Strategy 2020-2025](#)
- [Towards Zero Waste Management Plan](#)

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Appendix 5 Council Specific Exemptions

This section will include any additional exemptions not included in Section 2.3.3 from tendering applicable to Banyule City Council that are identified from time to time.

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