



SERVICES SPECIAL COMMITTEE

MINUTES

(Open to the public)

Monday 14 October 2019

Council Chamber, 8 Inglesby Road, Camberwell.

Commencement 6.34pm

Attendance Councillor Garry Thompson (Chairperson)
Councillor Jane Addis (Mayor)
Councillor Lisa Hollingsworth
Councillor Steve Hurd
Councillor Jim Parke
Councillor Coral Ross
Councillor Felicity Sinfield
Councillor Cynthia Watson
Councillor Jack Wegman

Apologies Councillor Phillip Healey (Leave of Absence)

<u>Officers</u>	Phillip Storer	Chief Executive Officer
	Charles Turner	Acting Director Environment and Infrastructure
	Carolyn McClean	Director Community Development
	Bruce Dobson	Director Customer Experience and Business Transformation
	Shiran Wickramasinghe	Director City Planning
	Carolyn Terry	Executive Manager People Culture and Development
	David Thompson	Manager Governance
	Simon Mitchell	Manager Statutory Planning
	Michael Le Grange	Coordinator Special Projects
	Eren Cakmakkaya	Media and Advocacy Specialist
	Krysten Forte	Coordinator Governance
	Chris Spencer	Arborist Statutory Planning
	Masha Patikirikorale	Civil Projects Engineer

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1. Adoption and confirmation of the minutes**MOTION****Moved Councillor Hurd****Seconded Councillor Sinfield****That the minutes of the Services Special Committee meeting held on 9 September 2019 be adopted and confirmed.****CARRIED****2. Declaration of conflict of interest of any councillor or council officer**

Nil

3. Presentation of officer reports**Procedural Motion****MOTION****Moved Councillor Addis****Seconded Councillor Watson****That the following items:**

- 3.1 Contract 2018/178, Balwyn Community Centre Redevelopment Works - Contract Variation Delegation**
- 3.2 Contract 2019/73 - Canterbury Gardens Wall Stabilisation Works - Contract Variation Delegation**
- 3.5 Letters of Appreciation - Mayor and Chairs 2018-19**

be moved en bloc as per the officers' recommendation outlined in the agenda.**CARRIED**

3.1 Contract 2018/178, Balwyn Community Centre Redevelopment Works - Contract Variation Delegation

Approval is being sought to extend the Chief Executive Officer's authorisation to approve contract variations for Contract 2018/178 - Balwyn Community Centre Redevelopment Works, by \$700,000 (excluding GST).

During the early stages of construction, a higher value of variations and associated costs than anticipated were incurred. These variations are associated with latent conditions, the removal and disposal of contaminated soil and wetlands restoration. The refurbishment of the Function Centre also did not form part of the original contract, however it is now considered to be included in this building contract, leading to further variation to the contract.

There were no speakers wishing to make submissions to Council for this item.

MOTION

Moved Councillor Addis

Seconded Councillor Watson

That Council resolve to:

- 1. Authorise the Chief Executive Officer or such other person that the Chief Executive Officer selects for the purpose of giving effect to this resolution to approve additional variations of \$700,000 (excluding GST) for Contract No. 2018/178 - Balwyn Community Centre - Redevelopment Works.**
- 2. Note these additional variations to Contract 2018/178 - Balwyn Community Centre are fully funded from the existing project budget, as approved in the 2019-20 September Amended Budget, adopted by Council on 23 September 2019.**

CARRIED

3.2 Contract 2019/73 - Canterbury Gardens Wall Stabilisation Works - Contract Variation Delegation

Approval is being sought to extend the Chief Executive Officer's authorisation to approve contract variations for Contract 2019/73 - Canterbury Gardens Wall Stabilisation Works, by \$110,000 (excluding GST).

During the early stages of construction a higher value of variations and associated costs than anticipated was incurred. The variations are associated with latent conditions where the existing soil conditions and rock wall make up could not be determined as the existing rock wall was still in place. To determine the ground condition and rock wall make up would have required the existing rock walls to be demolished before tenders were requested. This would have destabilised the footpath and road pavement as the embankments had already shown signs of cracking and movement.

There were no speakers wishing to make submissions to Council for this item.

MOTION**Moved Councillor Addis****Seconded Councillor Watson****That Council resolve to:**

- 1. Authorise the Chief Executive Officer or such other person that the Chief Executive Officer selects for the purpose of giving effect to this resolution to approve additional variations of \$110,000 (excluding GST) for Contract 2019/73 - Canterbury Gardens Wall Stabilisation Works.**
- 2. Note these additional variations to Contract 2019/73 - Canterbury Gardens Wall Stabilisation Works will be funded from associated projects in Council's adopted 2019-20 Budget.**

CARRIED**3.5 Letters of Appreciation - Mayor and Chairs 2018-19**

It is customary for Council to present letters under seal to the Mayor and the Chairpersons of the Urban Planning Special Committee and the Services Special Committee in recognition of their service over the 2018-19 mayoral term.

A council resolution is needed to present of letters of appreciation under seal of Council to the Mayor, Jane Addis; the Chairperson of the Urban Planning Special Committee, Councillor Cyhthia Watson; and the Chairperson of the Services Special Committee, Councillor Steve Hurd and Councillor Garry Thompson in recognition of the work undertaken by them in the 2018-19 mayoral term.

There were no speakers wishing to make submissions to Council for this item.

MOTION**Moved Councillor Addis****Seconded Councillor Watson****That Council resolve to present letters of appreciation under the seal of Council to:**

- 1. The Mayor, Councillor Jane Addis for her contributions as Mayor during 2018-19.**
- 2. Councillor Cynthia Watson for her contributions as chairperson of the Urban Planning Special Committee during 2018-19.**
- 3. Councillor Steve Hurd for his contributions as chairperson of the Services Special Committee from 7 November 2018 to 14 May 2019.**
- 4. Councillor Garry Thompson for his contributions as chairperson of the Services Special Committee from 15 May to 6 November 2019.**

CARRIED

3.3 Significant Tree Register Update 2019

The purpose of this report is to inform Councillors of the review of the City of Boroondara Significant Tree Register and responses received from the community consultation. The Significant Tree Register is a record of Boroondara's important native and exotic trees situated on private and public land. The City of Boroondara developed the Significant Tree Register in 2001 and the register was most recently updated with native trees in 2014. There are 1041 trees on the current Significant Tree Register. Trees recognised as significant on private land are provided greater protection under the Tree Protection Local Law.

Council has received a number of nominations for new trees to be included on the register over time. In 2018 Statutory Planning commenced a review of these trees. The community and Council employees were also asked to submit new nominations.

A total of two hundred and sixteen trees were nominated, the majority of which are located on private property. All nominated trees were assessed by an independent specialist consultant in accordance with criteria set-out by the National Trust of

Australia (Victoria). The assessment criteria is routinely used by local, state and national organisations (government and private) within Australia to assess the significance of trees. One hundred and eighty-two trees have been recommended to be added to the Significant Tree Register. All nominators, tree owners and affected neighbouring property owners were advised of the outcome of the assessment for trees affecting their land. Twenty-six submissions have been received in response to these recommendations, seventeen of which have raised objections to the inclusion of trees affecting their land. The consultation and assessment of issues raised is consistent with Council's previous significant tree reviews.

In addition to assessing nominated trees, the specialist consultant was also engaged to review the existing Significant Tree Register and provide an updated assessment of their current significance. Thirty trees are recommended for deletion from the register as a result of decline in their health or structural conditions, or because they have been removed. The removal of these trees has occurred with Council officer approval.

Six speakers opposed to the officers' recommendation addressed the meeting.

Three speakers in support of the officers' recommendation addressed the meeting.

Two submitters opposed to the officers' recommendation chose not to address the meeting.

MOTION

Moved Councillor Hurd

Seconded Councillor Sinfield

That the Services Special Committee resolves to:

- 1. Receive and note the submissions.**
- 2. Thank the submitters for their presentations.**
- 3. Refer the item to the Council Meeting on the 28 October 2019 for a decision.**

CARRIED

3.4 Boroondara Customer First Steering Committee - Independent Member Recommendation

Council has established a Boroondara Customer First Steering Committee, comprising five Councillors and one independent member. Updated Terms of Reference for the Committee were adopted by Council at its meeting on 26 August 2019.

The Terms of Reference state that an independent member shall be appointed to the Committee for a term of three years.... The independent member will be sourced via public advertising and appointed by Council on the recommendation of a selection panel. The selection panel will comprise the Chair of the Committee, a member of the Committee and the Chief Executive Officer or Director Customer Experience and Business Transformation.

Public advertising commenced for the independent member on Thursday 29 August 2019. Council received 78 applications for the role. Following a shortlisting process, four candidates were progressed to interview stage.

Interviews were held on Monday 30 September. The interview panel consisted of Cr Jane Addis, Chair of the Boroondara Customer First Steering Committee, Cr Coral Ross, member of the Committee appointed to the selection panel by Council resolution on 9 September 2019, and Bruce Dobson, Director Customer Experience and Business Transformation.

Following consideration of the written application, interview and reference checks, the panel recommends Fiona Green be appointed to the independent member role.

Confidential information is contained in **Attachment 1**, as circulated in the confidential section of the agenda attachments, in accordance with Section 89(2) of the *Local Government Act 1989*, as the information relates to personnel matters. This item has been included in the public agenda to facilitate transparency and accountability in Council's decision making.

If discussion of the confidential information in the attachments to this report is required in order for Council to make a decision, this item will be deferred to the confidential section of the agenda.

There were no speakers wishing to make submissions to Council for this item.

MOTION

Moved Councillor Addis

Seconded Councillor Ross

That Services Special Committee resolve to appoint Fiona Green as the independent member of the Boroondara Customer First Steering Committee for an initial term of three years.

CARRIED

4. General business

4.1 End of Services Special Committee Chairpersons Term for 2018 - 2019

Councillor Addis on behalf of her colleagues expressed gratitude and appreciation to both Councillor Thompson and Councillor Hurd for the chairing of the Services Special Committee during the 2018- 2019 mayoral term.

5. Urgent business

Nil

6. Confidential businessps

Nil

The meeting concluded at 7.40pm

Confirmed

Chairperson _____

Date _____