

COUNCIL MEETING

MINUTES

(Open to the public)

Monday 28 March 2022

Council Chamber, 8 Inglesby Road, Camberwell.

Commencement 6.33pm

Attendance

Councillor Jane Addis (Mayor)
Councillor Jim Parke
Councillor Felicity Sinfield
Councillor Victor Franco
Councillor Wes Gault
Councillor Di Gillies
Councillor Lisa Hollingsworth
Councillor Cynthia Watson
Councillor Susan Biggar
Councillor Garry Thompson
Councillor Nick Stavrou

Apologies Nil

<u>Officers</u>		
Phillip Storer		Chief Executive Officer
Daniel Freer		Director Places and Spaces
Carolyn McClean		Director Community Support
Scott Walker		Director Urban Living
Ashlee Camm		Acting Executive Manager People
		Culture and Development
Amy Montalti		Chief Financial Officer
Adele Thyer		Acting Manager Governance and Legal
Fiona Brown		Manager Community Planning and
		Development
Christine White		Manager Capital Projects
Nick Lund		Manager Liveable Communities
Katherine Wright		Senior Coordinator Social Planning and
		Research
Kirstin Ritchie		Coordinator Governance
Nancy Multari		Coordinator Local Economies
Alannah Matheson		Coordinator Trees
Lucinda Bakhach		Local Economies Lead
Elizabeth Manou		Senior Governance Officer
Robert Costello		Senior Project Planner
Wendy Smith		Social Policy Consultant
Liz O'Loughlin		Social Inclusion Policy and Project
		Officer

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1. Adoption and confirmation of the minutes

MOTION

Moved Councillor Stravrou

Seconded Councillor Gault

That the minutes of the Council meeting held on 28 February 2022 be adopted and confirmed.

CARRIED

2. Declaration of conflict of interest of any councillor or council officer

Refer to Item 7.1 Amendment C337boro - Ashburton Heritage Gap Study - Decision to adopt - Councillor Garry Thompson

Refer to Item 8.1 of General Business - Leave of Absence - Councillor Garry Thompson

3. Deputations, presentations, petitions and public submissions

3.1 Public submissions

Item 7.4 - Kew Junction Shopping and Business Centre - Marketing and Business Development Fund

One speaker made a submission to Council in support of their written submission, in accordance with Section 223 of the Local Government Act 1989.

Item 7.5 - Glenferrie Hawthorn Shopping and Business Centre - Marketing and Business Development Fund.

One speaker made a submission to Council in support of their written submission, in accordance with Section 223 of the Local Government Act 1989.

4. Informal Meetings of Councillors

Chapter 6 of Council's Governance Rules requires that a summary of matters discussed at Informal Meetings of Councillors be reported to a Council meeting as soon as practicable.

The attached summary of Informal Meetings of Councillors (**Attachment 1**) is reported to Council in accordance with the requirements of the Governance Rules.

MOTION

Moved Councillor Sinfield

Seconded Councillor Biggar

That Council resolve to receive and note the summary of Informal Meetings of Councillors, as annexed to the minutes.

CARRIED

5. Public question time

PQT1 Ian Hundley of Balwyn North

The **Mayor, Councillor Addis** read the following question submitted with notice:

“In which respects, if any, does the Glass Creek Link, which is included in the Boroondara Draft Bicycle Strategy, differ from the “Glass Creek Link bicycle route plan Kew East/Balwyn/Deepdene” dated June 2017 which was written by the former Boroondara councillor Phillip Mallis?”

The question was allowed in accordance with Chapter 2 of the Governance Rules. The question had previously been put in writing to a Councillor or a member of Council staff more than 10 working days before the Council meeting at which the question was submitted.

The **Director Places and Spaces** responded as follows:

- The Glass Creek Trail route was previously identified in the current 2008 Bicycle Strategy and is identified as Item 2.1A in the Draft 2022 Boroondara Bicycle Strategy Implementation Plan/
- The alignment shown in the map on Page 11 of the Draft Implementation Plan conceptually aligns with the proposed route identified in Philip Mallis’ 2017 plan - noting it is of a high level concept with options provided at different areas, which is publicly available online
- The route shown in the draft Bicycle Strategy is indicative at this early stage with the final alignment, subject to Council’s adoption of the strategy, requiring further site investigations and community consultation.

The **Mayor, Councillor Addis** informed the meeting all councillors had received a copy of the question and a written response would be provided to Mr Hundley in due course.

PQT2 Ian Hundley of Balwyn North

The **Mayor, Councillor Addis** read the following question submitted with notice:

“What if any approaches have been made in the lead-up to the forthcoming Federal election to Boroondara Council, including to councillors and Council officers, by agents of registered political parties concerning potential Commonwealth spending or other commitments by these parties within the City of Boroondara?”

The question was allowed in accordance with Chapter 2 of the Governance Rules. The question had previously been put in writing to a Councillor or a member of Council staff more than 10 working days before the Council meeting at which the question was submitted.

The **Chief Executive Officer** responded as follows:

- The response is contained to matters received by officers not matters received by councillors.
- Officers have been approached by the office of the Member for Kooyong and the office of the Member for Higgins.

The **Mayor, Councillor Addis** informed the meeting all councillors had received a copy of the question and a written response would be provided to Mr Hundley in due course.

PQT3 Peter Lynch of Hawthorn

The following question was submitted without notice:

“Will Council acknowledge insufficient planning recognition for this precinct as a unique precinct with train and tram links - the priority for which should be minimizing car entry - not encouraging with car parks?”

The **Mayor, Councillor Addis** advised as the question was submitted after 12 noon on the day of the Council meeting it would be taken on notice. A written response would be provided to Mr Lynch in due course.

PQT4 Peter Lynch of Hawthorn

The following question was submitted without notice:

“Will Council now release all relevant qualitative and quantitative data on responses to Community Consultation and submissions on commuter car parks?”

The **Mayor, Councillor Addis** advised as the question was submitted after 12 noon on the day of the Council meeting it would be taken on notice. A written response would be provided to Mr Lynch in due course.

6. Notices of motion

Nil

7. Presentation of officer reports

Procedural motion

MOTION

Moved Councillor Watson

Seconded Councillor Gault

That the following items:

- 7.3 Community Services Triennial Grant: Provision of Information and Wellbeing Support Services**
- 7.6 January 2022 Monthly Financial Report**
- 7.8 Revised Instruments of Appointment and Authorisation - Council to Council Staff**
- 7.9 Contract 2021/71 Tree Planting and Establishment**

be moved en bloc as per the officers' recommendations outlined in the agenda.

CARRIED

- 7.3 Community Services Triennial Grant: Provision of Information and Wellbeing Support Services**

Purpose

This report seeks Council endorsement to award the Community Services Triennial Grant: Provision of Information and Wellbeing Support Services 2022-25 (the Grant) to Access Health and Community. This grant will provide Council with the provision of specified community services for a term of three years, from 1 July 2022 to 30 June 2025.

The specified services include Information, Advice and Referral, Wellbeing and Support and In Home Parenting Support and Parenting Skills Groups.

Background

The purpose of the triennial grant funding is to provide support to the most vulnerable Boroondara residents who struggle to cope with the difficulties of dealing with life events such as grief, separation and family dysfunction. This service is critical for those who are not able to afford access to support through private providers. The service will be of significant benefit to families and individuals impacted financially by COVID-19 and are not used to requiring support. Many people will be first-time service users after losing a job or business due to the pandemic. The funded services aim to address a gap in the service system rather than to replicate existing services.

The Grant was advertised on Council's website on the Community Grants page. It opened on Monday 29 November 2021 and closed Friday 24 December 2021.

The evaluation is included in the confidential section of this report (**Attachment 1**). The fixed price for year one of the triennial grant (2022/23) is \$612,940 (excl GST) and expenditure in years two and three will increase by CPI. Foreshadowed funding for the future years of the contract has been provided for within Council's Long Term Financial Strategy.

Key Issues

The preferred applicant has demonstrated it is capable of delivering the prescribed services and has a sound operating history. Officers have assessed the application and support the provision of services being awarded to this organisation through the community services triennial grant. The services will be offered locally and will have a significant benefit for vulnerable residents of Boroondara.

Next Steps

Council officers will advise the applicants of the outcome of this meeting.

Confidentiality

Confidential information is contained in **Attachment 1** as circulated in the confidential section of the agenda attachments, in accordance with Section 66(2)(a) and the definitions of 'confidential information' in section 3(1) of the *Local Government Act 2020*.

The information relates to private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

The 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.

MOTION

Moved Councillor Watson

Seconded Councillor Gault

That Council resolve to:

- 1. Award the Community Services Triennial Grant: Provision of Information and Wellbeing Support Services to Access Health and Community (ACN 136672681) for a term of three (3) years commencing 1 July 2022. The estimated contract cost for the term is \$2,063,426 (including GST). The cost to Council after the return of the GST Tax Input Credits is \$1,875,842.**

- 2. Authorise the CEO or delegate to execute the funding agreement with the above provider.**

CARRIED

7.6 January 2022 Monthly Financial Report

Purpose

The purpose of this report is to provide Council the Monthly Financial Report for January 2022. The Monthly Financial Report is designed to identify and explain major variances at an organisational level and is provided in **Attachment 1**.

Background

The year to date annual budget referred to in this report reflects the October 2021 Amended Budget, approved by Council on 25 October 2021 which includes the carry forward funding for 2020-21 priority projects and capital works forward commitments.

Key Issues

Council's favourable operating result against year to date budget of \$92.39 million is \$7.05 million or 8% above the October Amended Budget of \$85.34 million primarily due to a number of factors which are outlined in **Section 2 of Attachment 1 - Financial Overview**.

Capital works actual expenditure is \$32.89 million which is \$8.41 million below year to date budget phasing of \$41.30 million. Priority projects expenditure of \$13.22 million is \$6.27 million below year to date budget phasing of \$19.49 million.

Council's Balance Sheet and cash position are sound and depict a satisfactory result. At the end of January, Council's cash position stood at \$85.66 million or \$18.68 million above year to date budget.

MOTION

Moved Councillor Watson

Seconded Councillor Gault

That Council resolve to receive and note the Monthly Financial Report for January 2022 (Attachment 1).

CARRIED

7.8 Revised Instruments of Appointment and Authorisation - Council to Council Staff

Purpose

The purpose of this report is for Council to consider executing an Instrument of Appointment and Authorisation under the Planning and Environment Act 1987.

The Instrument presented to Council is for the appointment and authorisation of staff from the Strategic and Statutory Planning Department. A copy of the Instrument is at **Attachment 1**.

Background

Maddocks recommend that officers enforcing the *Planning and Environment Act 1987* be authorised by Council resolution and that Instruments of Appointment and Authorisation be refreshed on a regular basis. The last review of this Instrument occurred in August 2021.

Key Issues

Council subscribes to the Maddocks Authorisations and Delegations Service, and relevant advice has been considered in the preparation of this report and the Instrument of Appointment and Authorisation.

This Instrument of Appointment and Authorisation has also been prepared following feedback from the Strategic and Statutory Planning Department.

Next Steps

The Instruments are refreshed biannually to ensure any staffing changes within the Strategic and Statutory Planning Department are captured. Officers expect another report to be presented to Council in late 2022 with a refreshed Instrument to reflect this.

MOTION

Moved Councillor Watson

Seconded Councillor Gault

That Council resolve, in the exercise of the powers conferred by section 224 of the *Local Government Act 1989* (Vic) and the other legislation referred to in the attached Instrument of Appointment and Authorisation, that:

- 1. The members of Council staff referred to in the Instrument of Appointment and Authorisation (Attachment 1 as annexed to the minutes) be appointed and authorised as set out in the Instrument.**
- 2. The Instrument of Appointment and Authorisation comes into force immediately once the common seal of Council is affixed to the Instrument, and remains in force until Council determines to vary or revoke it.**
- 3. The Instrument of Appointment and Authorisation be sealed.**

CARRIED

7.9 Contract 2021/71 Tree Planting and Establishment

This report seeks Council endorsement for the award of Contract No. 2021/71 - Tree Planting and Establishment. This contract will provide tree planting and maintenance services for an initial contract term of three (3) years with two possible extensions of two (2) years, then one (1) year available up to a total contract period of six (6) years. It is a schedule of rates contract and is a replacement for the existing contract which has reached the end of its term.

The estimated cost of this contract in 2021/2022 is \$215,042 excluding GST which is in accordance with Council's adopted 2021/2022 budget. The estimated total contract cost over the maximum term of six years is \$6,201,572 (excluding GST).

Background

This contract will replace the previous contract 2016/36 Tree Planting and Establishment which has expired.

Though this contract Council will increase tree planting to meet commitments in the Boroondara Community Plan and Climate paction Plan.

Confidentiality

Confidential information is contained in **Attachment 1**, as circulated in the confidential section of the agenda attachments, in accordance with Section 66(2)(a) and the definitions of 'confidential information' in section 3(1) of the *Local Government Act 2020*. The information relates to private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage; The 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 for Council to make a decision, this item will be deferred to the confidential section of the agenda.

MOTION

Moved Councillor Watson

Seconded Councillor Gault

That Council resolve:

- 1. To award Contract No. 2021/71, Tree Planting and establishment, to Citywide Service Solutions Pty Ltd (ABN 94 066 960 085) at their tendered schedule of rates for an initial contract period of three (3) years plus optional extension period/s to be exercised at the discretion of Council. The estimated total contract cost over the maximum term of six years is \$6,201,572 (excluding GST).**
- 2. To authorise the Director Places and Spaces to sign and execute the contracts on behalf of the Council and to authorise invoices to an amount not exceeding \$6,201,572 excluding GST.**
- 3. To authorise the Director Places and Spaces to negotiate and execute optional extension periods up to the maximum six (6) year term.**
- 4. To note that expenditure under this contract is in accordance with Council's 2021/22 adopted budget and expenditure in future years will be in accordance with the approved budget allocations.**

CARRIED

7.1 Amendment C337boro - Ashburton Heritage Gap Study - Decision to adopt

Purpose

The purpose of this report is to seek Council's adoption of Amendment C337boro to the Boroondara Planning Scheme following the Urban Planning Delegated Committee (UPDC) decision at its meeting on 7 February 2022.

Background

Amendment C337boro seeks to implement the recommendations of the Ashburton Heritage Gap Study (the Study). As exhibited, the amendment proposed to apply the Heritage Overlay (HO) to nine (9) individual heritage places and one heritage precinct on a permanent basis.

Exhibition of the amendment and the Study was undertaken between 6 May to 7 June 2021. A total of 14 submissions were received including 6 opposing submissions, 6 supporting submissions and 2 partially supporting submissions.

Key Issues

A Panel hearing to consider the submissions received to Amendment C337boro was held on 3 November 2021. Two parties presented at the Panel hearing.

On 1 December 2021, officers received the Panel's report for Amendment C337boro. The Panel generally supported the amendment and recommended it be adopted subject to the post-exhibition change to the Statement of Significance for the individually significant heritage place at 1 Keyes Street, Ashburton. The change amends the Statement of Significance to identify alterations made to the property since 1953 and to inform they are not significant. This change had already been endorsed by the UPDC on 6 September 2021, following public exhibition of the amendment and consideration of submissions.

Officers have reviewed the Panel's recommendation and provided a response in the report considered by the UPDC on 7 February 2022.

Next Steps

Officers recommend Council adopts the amendment as shown in **Attachments 1-5** consistent with the resolution of the UPDC and submits the amendment to the Minister for Planning for final approval. If approved by the Minister, heritage controls will be introduced to the properties identified in Amendment C337boro on a permanent basis.

Councillor Thompson declared a material conflict of interest in this item in accordance with section 128 of the Local Government Act 2020 and the Governance Rules.

Councillor Thompson declared he is a director in a company which has an interest in the outcome of this matter.

Councillor Thompson left the chamber at 6.57pm prior to the consideration and vote on this item.

MOTION

Moved Councillor Gillies

Seconded Councillor Watson

That Council resolve to:

1. **Adopt Amendment C337boro to the Boroondara Planning Scheme, as shown in Attachments 1 to 5, in accordance with Section 29(1) of the *Planning and Environment Act 1987*.**
2. **Submit Amendment C337boro to the Minister for Planning for approval in accordance with Section 31(1) of the *Planning and Environment Act 1987*.**
3. **Following the Minister's approval of Amendment C337boro, update two (2) reference documents to the Boroondara Planning Scheme (the *Boroondara Schedule of Gradings Map* and *Boroondara Heritage Property Database*) to include heritage gradings and relevant heritage citations for properties affected by Amendment C337boro.**
4. **Authorise the Director Urban Living to undertake administrative changes to the amendment and associated planning controls that do not change the intent of the controls.**

CARRIED

Councillor Thompson entered the chamber at 7.00pm and resumed his seat.

7.2 Adoption of Boroondara Reconciliation Strategy 2022-26

Purpose

The purpose of this report is to seek Council's endorsement of the Boroondara Reconciliation Strategy 2022-26 (the Strategy) (**Attachment 1**) and to present the responses to the community submissions received during the public exhibition period of the Strategy (**Attachment 2**). The report also thanks the 14 community members/groups who submitted their valuable feedback and acknowledges the support and contribution from Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation and other Aboriginal and Torres Strait Islander stakeholders.

Background

The Strategy formalises Council's four-year vision and commitment to reconciliation in the municipality. It sets out a clear roadmap and framework for implementing reconciliation initiatives in the community in collaboration with Aboriginal and Torres Strait Islander communities, service providers, community organisations and the broader community.

The Strategy was developed based on background research and extensive community consultations with key stakeholders from the Aboriginal and Torres Strait Islander sector, service providers, community organisations and the broader Boroondara community during July and August 2021.

To provide advice on the development of the Strategy and to assist with facilitating the community consultations, Council engaged an Aboriginal consultant, Karen Milward, who is a Yorta Yorta woman and well respected in the local Aboriginal and Torres Strait Islander communities.

The consultation sessions enabled Council to hear directly about the aspirations for reconciliation locally and opportunities for action and collaboration with the Aboriginal and Torres Strait Islander sector and peoples. Consultation activities included:

- fourteen conversation style consultation sessions with 24 key stakeholders from the Aboriginal and Torres Strait Islander sector, facilitated by Karen Milward
- a pulse check survey with the broader community, with 480 respondents sharing their views about why reconciliation in Boroondara is important, ideas for how Council might progress it locally, as well as respondents' level of knowledge of the histories and cultures of Aboriginal and Torres Strait peoples in Australia and Boroondara
- a targeted online survey with 26 local organisations representing a cross-section of community groups and service providers in Boroondara, gathering information about existing activities taking place locally to support reconciliation and level of interest in engaging with Council and other organisations to progress reconciliation together, and
- regular meetings to seek advice on the development of the draft Strategy from representatives from the Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation and other key stakeholders.

Information gathered through this suite of consultation activities, combined with background research, informed the development of the Strategy's vision, themes, strategic objectives, focus areas for action and the implementation plan.

Key Issues

At the Services Delegated Committee meeting on 15 November 2021, Council resolved to endorse the draft Strategy to be placed on public exhibition from 16 November to 14 December 2021.

Opportunities to comment on the draft Strategy were promoted through various channels including social media, the Boroondara Bulletin and electronic mail to Council's stakeholder groups and networks, with a particular focus placed on disseminating the feedback opportunity with key local Aboriginal and Torres Strait Islander stakeholders and services. The community were invited to provide written feedback on the draft Strategy via the Engage Boroondara online platform.

Council thanks the 14 submitters who responded and provided feedback on the draft Strategy. Of the 14 submitters, two identified themselves as Aboriginal. The feedback has been reviewed and suggested changes have been incorporated into the Strategy (**Attachment 1**) or, where relevant, taken on notice to inform the development of Council departments' business plan actions. Based on the submissions received, the wording of some actions in the Strategy have been changed and are contained in the body of the report.

The Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation did not make a formal written submission, however, they provided verbal support of the Strategy at monthly meetings and at the December meeting of the Boroondara Reconciliation Advisory Committee.

Attachment 2 includes details of all submissions received and responses to the feedback including where changes have been suggested to the Strategy in response to the feedback.

Next Steps

Following adoption, the Strategy (**Attachment 1**) will be available on Council's website on Tuesday 29 March and formally launched during Reconciliation Week 2022 (27 May – 3 June).

MOTION

Moved Councillor Biggar

Seconded Councillor Thompson

- 1. Adopt the Boroondara Reconciliation Strategy 2022-26, as annexed at Attachment 1 with the following amendments:**
 - a) include an additional action within the action plan to 'develop a statement of commitment to reconciliation'**
 - b) remove the word 'new' from action 6 to read 'develop an internal naming policy and procedure with advice from the Wurundjeri Woi-wurrung Cultural Heritage Corporation and in alignment with state-wide statutory requirements for naming rules in Victoria, to guide Council consideration on the inclusion of Wurundjeri Woi-wurrung language and/or acknowledging Aboriginal and Torres Strait Islander cultures and people in the naming of places and spaces'**
- 2. Acknowledge the support and contribution from Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation and other Aboriginal and Torres Strait Islander key stakeholders in the development of the Strategy.**
- 3. Thank the 14 community members/groups for their submissions.**

AMENDMENT

MOTION

Moved Councillor Parke

Seconded Councillor Watson

- 1. Adopt the Boroondara Reconciliation Strategy 2022-26, as annexed at Attachment 1 with the amendment to the title in the strategy 'About Reconciliation' to 'statement of commitment to reconciliation'.**
- 2. Acknowledge the support and contribution from Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation and other Aboriginal and Torres Strait Islander key stakeholders in the development of the Strategy.**

3. Officers to engage in public consultation to obtain community feedback in relation to the proposal to rename existing sites with indigenous titles within four months and present to Council.
4. Thank the 14 community members/groups for their submissions.

The amendment was put and LOST

Division

Councillor Franco called for a division

Affirmative

The Mayor, Councillor Addis
Councillor Jim Parke
Councillor Cynthia Watson
Councillor Nick Stavrou
Councillor Felicity Sinfield

Negative

Councillor Wes Gault
Councillor Lisa Hollingsworth
Councillor Di Gillies
Councillor Garry Thompson
Councillor Susan Biggar
Councillor Victor Franco

The Mayor, Councillor Addis declared the Amendment LOST

The substantive motion was put and **CARRIED**

Division

Councillor Franco called for a division

Affirmative

Councillor Wes Gault
Councillor Lisa Hollingsworth
Councillor Di Gillies
Councillor Garry Thompson
Councillor Susan Biggar
Councillor Victor Franco

Negative

The Mayor, Councillor Addis
Councillor Jim Parke
Councillor Cynthia Watson
Councillor Nick Stavrou
Councillor Felicity Sinfield

The Mayor, Councillor Addis declared the Motion **CARRIED**

7.4 Kew Junction Shopping and Business Centre - Marketing and Business Development Fund

Purpose

This report seeks a resolution from Council to introduce and give public notice of its intention to declare the Kew Junction Special Rate and Charge Scheme (Proposed Scheme) as required under Section 163 of the Local Government Act 1989 (1989 Act).

Background

Despite the introduction of the *Local Government Act 2020* (2020 Act), the legislative scheme governing rates and charges currently remains under Division 1 of Part 8 of the 1989 Act. Presently, there is no equivalent provision in the 2020 Act. Therefore, Section 163 of the 1989 Act still applies to special rate and charge schemes to be declared by Council, including the Proposed Scheme.

The current five year special rate and charge scheme for the Kew Junction Shopping and Business Centre (Centre) will expire on 30 June 2022 ("Current Scheme") and the Kew Junction Business Association (KJBA) has requested Council undertake the statutory process to renew the Current Scheme for a further five years from 1 July 2022 to 30 June 2027 (inclusive) by declaring the Proposed Scheme (**Attachment 1**).

The Proposed Scheme, if declared by Council, will support the Centre in achieving the vision and actions outlined in the Kew Junction Strategic Business Plan 2022-2027 (Strategic Plan) (**Attachment 2**), and ensure it is well placed to respond to ongoing competition from other centres as well as providing opportunities for growth and development of the retail, services and hospitality businesses, helping the Centre to remain competitive and viable into the future.

Key Issues

Under the Proposed Scheme, the special rate and charge will be levied on all rateable land within the Centre that is primarily used or adapted, or designed to be used, for commercial purposes.

There are currently 577 rateable properties included in the Proposed Scheme as shown in the Plan outlined in **Attachment 3**. Further details of the Proposed Scheme are outlined in **Attachment 4**.

In summary, the liability of all persons subject to the Proposed Scheme will be calculated as follows:

- i. Primary Area (Zone 1) - in the first year a rate of 0.05 cents in the dollar of the Capital Improved Value (**CIV**) of each rateable property in the Proposed Scheme area, subject to the minimum charges per occupancy per annum:

Precinct	Minimums per annum
Primary Area (Zone 1): This zone includes ground and upper level properties on High Street and associated side streets generally between Kew Recreation Centre and Princess Street and the Kew Junction intersection and along Cotham Road between Gellibrand Street and the Kew Junction intersection Kew as shown on the boundary plan for the Kew Junction Special Rate and Charge.	<u>Ground level</u> Minimum - \$409 <u>Upper level/s</u> Minimum - \$204

NOTE: The minimum charges are consistent with the rates proposed by the KJBA (see Attachment 1) and have not changed from those in the Current Scheme. **NOTE:** Since the inception of the special rate and charge scheme for the Centre no maximums have been applied.

- ii. Secondary Area (Zone 2) - in the first year of the Proposed Scheme, a rate of 0.03189 cents in the dollar of the CIV of each rateable property in the Proposed Scheme Area, subject to the following minimum charges per occupancy per annum.

Precinct	Minimums per annum
<p>Secondary Area (Zone 2):</p> <p>This zone includes ground and upper level properties on High Street between Ridgeway Avenue and Highbury Grove to the south and between Kew Recreation Centre and 427 High Street to the north and south and north west of the Kew Junction intersection as well as properties north of Walton Street and adjacent properties in Walpole Street, Charles Street, corner of Cotham Road and Derrick Street and Queen Street Kew as shown on the boundary plan for the Kew Junction Special Rate and Charge.</p>	<p><u>Ground level</u> Minimum - \$204</p> <p><u>Upper level/s</u> Minimum - \$155</p>

NOTE: The minimum charges are consistent with the rates proposed by the KJBA (see Attachment 1) and have not changed from those in the Current Scheme. **NOTE:** Since the inception of the special rate and charge scheme for the Centre no maximums have been applied.

- For both zones the quantum of the rate in the dollar of the CIV and the minimum charge, will be adjusted annually in accordance with Consumer Price Index (All Groups Melbourne) ("CPI").

The scope of the Proposed Scheme and the proposed liability of the persons included in the Proposed Scheme Area has been devised having regard to the needs of the Centre and the current economic climate by seeking to minimise costs to businesses and property owners while still ensuring there are sufficient funds available to deliver an effective marketing and promotion program for the Centre.

The rate in the dollar in respect of properties located within Zone 1 of the Proposed Scheme Area will be reduced from 0.06198 (under the Current Scheme) to 0.05 cents in the dollar of the CIV of the property. As a result, the total liability for these properties will be reduced, or stay the same, depending on the valuation of the property and the relevant minimum charges. This approach is intended to assist in mitigating the financial impacts of COVID-19.

The Proposed Scheme, if declared, is anticipated to raise approximately \$255,000 in the first year, with a total levy of approximately \$1,275,000 expected over five years. The amount levied is likely to increase each year given the application of the CPI to the rate in the dollar and the minimum charges, along with likely increases in the CIV of rateable properties over the life of the Proposed Scheme. Supplementary valuations can also result in variations in the CIV of rateable properties and thus the amount levied.

Next Steps

Council's decision to proceed with initiating this process does not commit Council to the declaration of the Proposed Scheme. Council will consider any submissions and objections received at a future meeting in accordance with the *Local Government Act 1989*. Council will then decide whether or not to proceed with the declaration, after having considered all submissions and objections. This process is further described under 'Objection/Submission Process' in section 5 of this report.

Council has obtained legal advice on 24 February 2022, which has been considered as part of preparing this report.

MOTION

Moved Councillor Stavrou

Seconded Councillor Parke

That Council resolve to

- 1. Receive and note the request from the Kew Junction Business Association (KJBA) to renew the special rate and charge for a Marketing and Business Development Fund for the Kew Junction Shopping and Business Centre (the Centre) for a further five years, commencing 1 July 2022.**
- 2. Give notice of its intention to declare a special rate and charge for the Centre in accordance with Section 163 of the *Local Government Act 1989* as follows:**
 - (a) a Kew Junction Special Rate and Charge be declared for a period of five years commencing on 1 July 2022 and concluding on 30 June 2027.**
 - (b) the Kew Junction Special Rate and Charge be declared for the purpose of defraying expenses of advertising, promotion, centre management, business development and other incidental expenses associated with the encouragement of commerce in the Centre, which:**
 - i. Council considers is, or will be, of special benefit to those persons required to pay Kew Junction Special Rate and Charge; and**

ii. arises out of Council's functions of:

- encouraging and promoting economic sustainability, commerce, retail activity and employment opportunities in and around the Kew Junction Special Rate and Charge area and the broader municipal district; and
- providing good governance in its municipal district for the benefit and wellbeing of the municipal community.

(c) the Kew Junction Special Rate and Charge so declared will be assessed and levied in accordance with the following:

- i. in the 'Primary Area (Zone 1)' - in the first year a rate of 0.05 cents in the dollar of Capital Improved Value (CIV) of each rateable property in the area subject to the Kew Junction Special Rate and Charge, subject to the following minimum charges per occupancy per annum:

Precinct	Minimums per annum
Primary Area (Zone 1): This zone includes ground and upper level properties on High Street and associated side streets generally between Kew Recreation Centre and Princess Street and the Kew Junction intersection and along Cotham Road between Gellibrand Street and the Kew Junction intersection, as shown on the boundary plan for the Kew Junction Special Rate and Charge.	<u>Ground level</u> Minimum - \$409 <u>Upper level/s</u> Minimum - \$204

- ii. in the 'Secondary Area (Zone 2)' - in the first year a rate of 0.03189 cents in the dollar of Capital Improved Value (CIV) of each rateable property in the area subject to the Kew Junction Special Rate and Charge, subject to the following minimum charges per occupancy per annum:

Precinct	Minimums per annum
Secondary Area (Zone 2): This zone includes ground and upper level properties on High Street between Ridgeway Avenue and Highbury Grove to the South and between Kew Recreation Centre and 427 High Street to the north and south and north west of the Kew Junction intersection as well as properties north of Walton Street and adjacent properties in Walpole Street, Charles Street, corner of Cotham Road and Derrick Street and Queen Street, as shown on the boundary plan for the Kew Junction Special Rate and Charge.	<u>Ground level</u> Minimum - \$204 <u>Upper level/s</u> Minimum - \$155

- iii. The quantum of the rate in the dollar of the CIV of each rateable property in the area, and the quantum of the minimum charges, will be adjusted on 1 July 2023 and on each anniversary of that date by the March quarter Consumer Price Index (All Groups, Melbourne) ("CPI") during the 12 months preceding the end of that March quarter.
- iv. The CIV of each parcel of rateable land is the CIV of that parcel of land at the time of levying the special rate and charge in each year. The CIV may change in the period during which the Kew Junction Special Rate and Charge Scheme is in force, reflecting any revaluations and supplementary valuations which take place.
- (d) the area for which the Kew Junction Special Rate and Charge will be declared is the area highlighted in the plan annexed to this report ('the Area'), (Attachment 3).
- (e) the land in relation to which the Kew Junction Special Rate and Charge will be declared is all land within the Area primarily used, or adapted or designed to be used, for commercial purposes.

- (f) the total cost of performing the function and the total amount of the special rate and charge to be levied is approximately \$255,000 in the first year, with a total levy of approximately \$1,275,000 over the five years of the scheme, having regard to adjustments in the CIV of the rateable properties and the application of CPI to the rate in the dollar and minimum charges as described in paragraph 2(c) of this resolution or such other amount as is lawfully levied as a consequence of this resolution.
 - (g) the benefit ratio, being the estimated proportion of the total benefits of the Kew Junction Special Rate and Charge to which the performance of the function or the exercise of the power relates (including all special benefits and community benefits) that will accrue as special benefits to all of the persons who are liable to pay the Kew Junction Special Rate and Charge, is 100%, as the community benefit is considered to be nil.
 - (h) the criteria to be used as the basis for levying the Kew Junction Special Rate and Charge is ownership of any land described in paragraph 2(e) of this resolution.
 - (i) the owners of the land described in paragraph 2(e) of this resolution will, subject to further resolution of Council, pay the Kew Junction Special Rate and Charge: on the same date or dates as Council's general rates are due.
 - (j) Council will, subject to the *Local Government Act 1989*, require a person to pay interest on any special rate and charge which that person is liable to pay and has not been paid by the date specified for its payment.
3. Authorise Council's Chief Executive Officer to give notice of the proposed declaration of the Kew Junction Special Rate and Charge in accordance with the Public Notice and Letter annexed to this report (Attachments 6 and 7), by:
- (a) arranging for the Public Notice to be published in The Age newspaper; and
 - (b) sending the Letter enclosing the Public Notice to each person who will be liable to pay the Kew Junction Special Rate and Charge.
4. Consider any submissions and objections received by Council in accordance with sections 163A, 163B and 223 of the *Local Government Act 1989* at the Council meeting on Monday 27 June 2022 or such other date as Council subsequently determines.

CARRIED

7.5 Glenferrie Hawthorn Shopping and Business Centre - Marketing and Business Development Fund

Purpose

This report seeks a resolution from Council to introduce and give public notice of its intention to declare the Glenferrie Hawthorn Special Rate and Charge Scheme (Proposed Scheme) as required under Section 163 of the *Local Government Act 1989* (1989 Act).

Background

Despite the introduction of the *Local Government Act 2020* (2020 Act), the legislative scheme governing rates and charges currently remains under Division 1 of Part 8 of the 1989 Act. Presently, there is no equivalent provision in the 2020 Act. Therefore, Section 163 of the 1989 Act still applies to special rate and charge schemes to be declared by Council, including the Proposed Scheme.

The current five year special rate and charge scheme for the Glenferrie Hawthorn Shopping and Business Centre (Centre) will expire on 30 June 2022 ("Current Scheme") and the Glenferrie Road Shopping Centre Association (GRSCA) has requested Council undertake the statutory process to renew the Current Scheme for a further five years from 1 July 2022 to 30 June 2027 (inclusive) by declaring the Proposed Scheme (**Attachment 1**).

The Proposed Scheme, if declared by Council, will support the Centre in achieving the vision and actions outlined in the Glenferrie Hawthorn Shopping Centre Strategic Business Plan 2022-2027 (Strategic Plan) (**Attachment 2**) and ensure it is well placed to respond to ongoing competition from other centres as well as providing opportunities for growth and development of the retail, services and hospitality businesses, helping the Centre to remain competitive and viable into the future.

Key Issues

Under the Proposed Scheme, the special rate and charge will be levied on all rateable land within the Centre that is primarily used, or adapted or designed to be used, for commercial purposes.

There are currently 555 rateable properties included in the Proposed Scheme as shown in the Plan outlined in **Attachment 3**. Further details of the Proposed Scheme are outlined in **Attachment 4**.

In summary, the liability of all persons subject to the Proposed Scheme will be calculated as follows:

- i. Primary Area (Zone 1) - in the first year a rate of 0.021 cents in the dollar of the Capital Improved Value (CIV) of each rateable property in the Proposed Scheme area, subject to the following minimum and maximum charges per occupancy per annum:

Precinct	Minimum and Maximum per annum
<u>Primary Area (Zone 1):</u> This zone includes ground and upper level properties on Glenferrie Road and associated side streets between Barkers Road and Burwood Road, Hawthorn as shown on the boundary plan for the Glenferrie Hawthorn Special Rate and Charge.	<u>Ground level</u> Minimum - \$350 Maximum - \$5000 <u>Upper level/s</u> Minimum - \$220 Maximum - \$1500

Note: The minimum and maximum charges are consistent with the rates proposed by the GRSCA and have not changed from those in the Current Scheme.

- ii. Secondary Area (Zone 2) - in the first year a rate of 0.018 cents in the dollar of the Capital Improved Value (CIV) of each rateable property in the Proposed Scheme area, subject to the following minimum and maximum charges per occupancy per annum:

Precinct	Minimum and Maximum per annum
<u>Secondary Area (Zone 2):</u> This zone includes ground and upper level properties on Burwood Road and associated side streets between Drill Street and Paterson Street, Hawthorn as shown on the boundary plan for the Glenferrie Hawthorn Special Rate and Charge.	<u>Ground level</u> Minimum - \$250 Maximum - \$3600 <u>Upper level/s</u> Minimum - \$120 Maximum - \$1000

Note: The minimum and maximum charges are consistent with the rates proposed by the GRSCA and have not changed from those in the Current Scheme.

- For both zones, the quantum of the rate in the dollar of the CIV and the minimum and maximum charges, will be adjusted annually in accordance with Consumer Price Index (All Groups Melbourne) ("CPI").

The scope of the Proposed Scheme and the proposed liability of the persons included in the Proposed Scheme Area has been devised having regard to the needs of the Centre and the current economic climate by seeking to minimise costs to businesses and property owners while still ensuring there are sufficient funds available to deliver the marketing and promotion program for the Centre.

The Proposed Scheme, if declared, is anticipated to raise approximately \$209,375 in the first year with a total levy of approximately \$1,046,875 expected over five years. The amount levied is likely to increase each year given the application of the CPI to the rate in the dollar and the minimum and maximum charges, along with likely increases in the CIV of rateable properties over the life of the Proposed Scheme. Supplementary valuations can also result in variations in the CIV of rateable properties and thus the amount levied.

Next Steps

Council's decision to proceed with initiating this process does not commit Council to the declaration of the Proposed Scheme. Council will consider any submissions and objections received at a future meeting in accordance with the Local Government Act 1989. Council will then decide whether or not to proceed with the declaration, after having considered all submissions and objections. This process is further described under 'Objection/Submission Process' in section 5 of this report.

Council has obtained legal advice on 24 February 2022 which has been considered as part of preparing this report.

MOTION

Moved Councillor Gault

Seconded Councillor Biggar

That Council resolve to:

- 1. Receive and note the request from the Glenferrie Road Shopping Centre Association (GRSCA) to renew the special rate and charge for a Marketing and Business Development Fund for the Glenferrie Hawthorn Shopping and Business Centre (the Centre) for a further five years, commencing 1 July 2022.**
- 2. Give notice of its intention to declare a special rate and charge for the Centre in accordance with Section 163 of the *Local Government Act 1989* as follows:**
 - (a) a Glenferrie Hawthorn Special Rate and Charge be declared for a period of five years commencing on 1 July 2022 and concluding on 30 June 2027.**
 - (b) the Glenferrie Hawthorn Special Rate and Charge be declared for the purpose of defraying expenses of advertising, promotion, centre management, business development and other incidental expenses associated with the encouragement of commerce in the Centre, which:**
 - i. Council considers is, or will be, of special benefit to those persons required to pay the Glenferrie Hawthorn Special Rate and Charge; and**
 - ii. arises out of Council's functions of:**
 - encouraging and promoting economic sustainability, commerce, retail activity and employment opportunities in and around the Glenferrie Hawthorn Special Rate and Charge area and the broader municipal district; and**
 - providing good governance in its municipal district for the benefit and wellbeing of the municipal community.**

(c) the Glenferrie Hawthorn Special Rate and Charge so declared will be assessed and levied in accordance with the following:

- i. in the Primary Area (Zone 1) - in the first year a rate of 0.021 cents in the dollar of the Capital Improved Value (CIV) of each rateable property in the area subject to the Glenferrie Hawthorn Special Rate and Charge, subject to the following minimum and maximum charges per occupancy per annum:

Precinct	Minimum and Maximum per annum
<u>Primary Area (Zone 1):</u> This zone includes ground and upper level properties on Glenferrie Road and associated side streets between Barkers Road and Burwood Road, Hawthorn as shown on the boundary plan for the Glenferrie Hawthorn Special Rate and Charge.	<u>Ground level</u> Minimum - \$350 Maximum - \$5000 <u>Upper level/s</u> Minimum - \$220 Maximum - \$1500

- ii. in the Secondary Area (Zone 2) - in the first year a rate of 0.018 cents in the dollar of the Capital Improved Value (CIV) of each rateable property in the area subject to the Glenferrie Hawthorn Special Rate and Charge, subject to the following minimum and maximum charges per occupancy per annum:

Precinct	Minimum and Maximum per annum
<u>Secondary Area (Zone 2):</u> This zone includes ground and upper level properties on Burwood Road and associated side streets between Drill Street and Paterson Street, Hawthorn as shown on the boundary plan for the Glenferrie Hawthorn Special Rate and Charge.	<u>Ground level</u> Minimum - \$250 Maximum - \$3600 <u>Upper level/s</u> Minimum - \$120 Maximum - \$1000

- iii. The quantum of the rate in the dollar of the CIV of each rateable property in the area, and the quantum of the minimum and maximum charges, will be adjusted on 1 July 2023 and on each anniversary of that date by the March quarter Consumer Price Index (All Groups, Melbourne) ("CPI") during the 12 months preceding the end of that March quarter.

- iv. The CIV of each parcel of rateable land is the CIV of that parcel of land at the time of levying the special rate and charge in each year. The CIV may change in the period during which the Glenferrie Hawthorn Special Rate and Charge Scheme is in force, reflecting any revaluations and supplementary valuations which take place.
 - (d) the area for which the Glenferrie Hawthorn Special Rate and Charge will be declared is the area highlighted in the plan annexed to this report ('the Area'), (Attachment 3).
 - (e) the land in relation to which the Glenferrie Hawthorn Special Rate and Charge will be declared is all land within the Area primarily used, or adapted or designed to be used, for commercial purposes.
 - (f) the total cost of performing the function and the total amount of the special rate and charge to be levied is approximately \$209,375 in the first year, with a total levy of approximately \$1,046,875 over the five years of the scheme, having regard to adjustments in the CIV of the rateable properties and the application of CPI to the rate in the dollar and minimum and maximum charges as described in paragraph 2(c) of this resolution or such other amount as is lawfully levied as a consequence of this resolution.
 - (g) the benefit ratio, being the estimated proportion of the total benefits of the Glenferrie Hawthorn Special Rate and Charge to which the performance of the function or the exercise of the power relates (including all special benefits and community benefits) that will accrue as special benefits to all of the persons who are liable to pay the Glenferrie Hawthorn Special Rate and Charge, is 100%, as the community benefit is considered to be nil.
 - (h) the criteria to be used as the basis for levying the special rate and charge is ownership of any land described in paragraph 2(e) of this resolution.
 - (i) the owners of the land described in paragraph 2(e) of this resolution will, subject to further resolution of Council, pay the Glenferrie Hawthorn Special Rate and Charge on the same date or dates as Council's general rates are due.
 - (j) Council will, subject to the *Local Government Act 1989*, require a person to pay interest on any special rate and charge which that person is liable to pay and has not been paid by the date specified for its payment.
3. Authorise Council's Chief Executive Officer to give notice of the proposed declaration of the Glenferrie Hawthorn Special Rate and Charge in accordance with the Public Notice and Letter annexed to this report (Attachments 6 and 7) by:
- (a) arranging for the Public Notice to be published in The Age newspaper; and

(b) sending the Letter enclosing the Public Notice to each person who will be liable to pay the Glenferrie Hawthorn Special Rate and Charge.

- 4. Consider any submissions and objections received by Council in accordance with sections 163A, 163B and 223 of the *Local Government Act 1989* at the Council meeting on Monday 27 June 2022 or such other date as Council subsequently determines.**

CARRIED

7.7 Provision of Loan Borrowings 2021/22

Purpose

Council approval is required to borrow funds and it is proposed to authorise the Chief Executive Officer or his delegate to conduct and award the tender, and to negotiate and execute the required loan documentation under delegation.

Background

Council will be required to draw down new borrowings of \$70 million by 30 June 2022 to fund significant building works in the capital works program. The 2021-22 budget forecast new borrowings of \$70 million.

Key Issues

Council's Long Term Financial Strategy has provided for borrowings of \$70 million with principal and interest repayment over 10 years with interest fixed.

Next Steps

Upon approval by Council, a \$70 million loan with principal and interest repayments over 10 years will be procured through a public tender process.

Confidentiality

Confidential information is contained in **Attachment 1**, as circulated in the confidential section of the agenda attachments, in accordance with Section 66(2)(a) and the definitions of 'confidential information' in section 3(1) of the *Local Government Act 2020*. The information relates to Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released.

The 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.

MOTION

Moved Councillor Parke

Seconded Councillor Stavrou

That Council resolve to:

- 1. Borrow the amount of \$70 million, for a term of 10 years with interest fixed.**
- 2. Procure a loan in the amount of \$70 million through a public loan tender process.**
- 3. Authorise the Chief Executive Officer or his delegate to conduct and award the tender, and to negotiate and execute the required loan documentation under delegation.**

CARRIED

7.10 Commuter Carparking - Federal Government Update

The purpose of this report is to table a letter received dated 3 March 2022 from Hon Josh Frydenberg MP confirming the withdrawal of funding for commuter car parks at Surrey Hills, Canterbury, Camberwell and Glenferrie (**refer Attachment 1**).

MOTION

Moved Councillor Sinfield

Seconded Councillor Gillies

That Council:

- 1. Note the correspondence received from Hon Mr Josh Frydenberg MP confirming the withdrawal of funding for commuter car parks at Surrey Hills, Canterbury, Camberwell and Glenferrie.**
- 2. Authorise the Mayor to provide a written response to acknowledge the letter.**

CARRIED

Division**Councillor Franco called for a division****Affirmative**

The Mayor, Councillor Addis
Councillor Jim Parke
Councillor Cynthia Watson
Councillor Nick Stavrou
Councillor Wes Gault
Councillor Lisa Hollingsworth
Councillor Felicity Sinfield
Councillor Di Gillies
Councillor Garry Thompson
Councillor Susan Biggar

Negative

Councillor Victor Franco

The Mayor, Councillor Addis declared the Motion **CARRIED**

8. General business**8.1 Leave of Absence - Councillor Garry Thompson**

Councillor Thompson declared a General Conflict of Interest in Item 8.2 General Business in accordance with section 127 of the Local Government 2020 and the Governance Rules.

Councillor Thompson advised that the nature of the interest was "I have a conflict of interest in this matter as it relates to my personal circumstances."

Councillor Thompson left the chamber at 8.31pm prior to the consideration and vote on this item.

MOTION

Moved Councillor Parke

Seconded Councillor Biggar

That Council resolve to grant Councillor Thompson a leave of absence from Council for Monday 11 April 2022.

CARRIED

Councillor Thompson entered the chamber at 8.32pm and resumed his seat.

8.2 Passing of Deb Ganderton

MOTION

Moved Councillor Watson

Seconded Councillor Thompson

That Council:

1. Record a motion of condolence on the passing of Deb Ganderton, former Executive Manager Communications and Customer Experience and note Deb's service to the organisation.
2. Extend its deepest sympathies to Deb's family upon her passing.

CARRIED

8.3 Commuter Carparking

Councillor Franco requested the following motion be put:

That Council resolve to publicly release the consultation results, including all qualitative and quantitative data on the community consultation undertaken from December 2021 to February 2022 on the commuter car parks and provide a copy of this to the Hon Mr Josh Frydenberg MP.

Councillor Addis advised the motion would not be accepted as it did not accord with Rule 21, Chapter 2 of Council's Governance Rules, which relates to matters that can be dealt with in General Business.

Councillor Franco advised he would present this motion to Council in the future.

8.4 Lighting Up Council Buildings In Support of Ukraine

Councillor Franco requested consideration be given to lighting up buildings to support Ukraine.

The **Mayor, Councillor Addis** noted a discussion would take place regarding this matter in due course.

9. Urgent business

Nil

10. Confidential business

Nil

The meeting concluded at 8.45pm

Confirmed

Chairperson

Date

MINUTES ATTACHMENTS



Council

Monday 28 March 2022

Attachments annexed to the minutes for the following items:

- 4. Informal Meetings of Councillors
- 7.2 Adoption of Boroondara Reconciliation Strategy 2022-26
- 7.4 Kew Junction Shopping and Business Centre - Marketing and Business Development Fund
- 7.5 Glenferrie Hawthorn Shopping and Business Centre - Marketing and Business Development Fund
- 7.6 January 2022 Monthly Financial Report
- 7.8 Revised Instruments of Appointment and Authorisation - Council to Council Staff

Record of Informal Meetings of Councillors

Assembly details	Councillor attendees	Officer attendees	Matters discussed	Conflict of Interest disclosures
<p>Councillor Briefing & Discussion</p> <p>14 February 2022</p>	<p>Cr Jane Addis Cr Jim Parke Cr Felicity Sinfield Cr Wes Gault Cr Di Gillies Cr Lisa Hollingsworth Cr Cynthia Watson Cr Victor Franco Cr Susan Biggar Cr Garry Thompson Cr Nick Stavrou</p>	<p>Phillip Storer (CEO) Daniel Freer (DPS) Mans Bassi (DCT) Amy Montalti (CFO) Ashlee Camm (aEMPCD) Jeanine Nieuwenhuizen (CCO) Joanne Truman (CTO) Adele Thyer (aMG) David Shepard (MESOS) George Batsakis (MFWI) Lachlan Gibson (MBPR) Katherine Stakula (HSC) Claire Robertson (CL) Mathew Dixon (CES) Lisa Finn (aCES) Kirstin Ritchie (COG) Elizabeth Manou (SGO) Brendon Burke (SLA) Sapphire Allen (MA)</p>	<ul style="list-style-type: none"> Transforming Boroondara 1082 Toorak Road, Camberwell December 2021 Quarterly Performance Report FOGO Commuter Car Parking MAV Rules Review 2021-22 Discussion Paper Improving Local Council Culture - Local Government Victoria Discussion Paper Return to office Aged Care reforms Vaccines Flexible work arrangements MCH nurses Lunar New Year Celebrations 	<p>Nil</p>

Record of Informal Meetings of Councillors

Assembly details	Councillor attendees	Officer attendees	Matters discussed	Conflict of Interest disclosures
Evening Councillor Planning Workshop 17 February 2022	Cr Jane Addis Cr Jim Parke Cr Felicity Sinfield Cr Wes Gault Cr Di Gillies Cr Lisa Hollingsworth Cr Cynthia Watson Cr Victor Franco Cr Susan Biggar Cr Garry Thompson Cr Nick Stavrou	Phillip Storer (CEO) Mans Bassi (DCT) Carolyn McClean (DCS) Daniel Freer (DPS) Scott Walker (DUL) Amy Montalti (CFO) Jennifer Reid (MST&P) Teri Nolan (CORPRL) Sapphire Allan (MA)	<ul style="list-style-type: none"> Draft Budget 2022-23 	Nil

Record of Informal Meetings of Councillors

Assembly details	Councillor attendees	Officer attendees	Matters discussed	Conflict of Interest disclosures
Councillor Briefing & Discussion 21 February 2022	Cr Jane Addis Cr Jim Parke Cr Felicity Sinfield Cr Wes Gault Cr Di Gillies Cr Lisa Hollingsworth Cr Cynthia Watson Cr Victor Franco Cr Susan Biggar Cr Garry Thompson Cr Nick Stavrou	Philip Storer (CEO) Mans Bassi (DCT) Carolyn McClean (DCS) Daniel Freer (DPS) Scott Walker (DUL) Amy Montalti (CFO) David Cowan (MSSTP) Nicole White (CPD) Andrew McHugh (MHWS) Adele Thyer (aMGL) Graeme Mawson (SCCYPF) Cassandra Rea (CSTP) Suzanne Jervies (aSCCYPF) Katherine Wright (SCSP&R) Liz O'Loughlin (SIPPO) Kirstin Ritchie (COG) Elizabeth Manou (SGO)	<ul style="list-style-type: none"> • Early Years Reform • Statutory Planning • Boroondara Reconciliation Strategy 2022-26 • Proposed Boroondara City Council Motion to the Australian Local Government Association (ALGA) National General Assembly (NGA) of Local Government • En Bloc Motions 	Nil

Record of Informal Meetings of Councillors

Assembly details	Councillor attendees	Officer attendees	Matters discussed	Conflict of Interest disclosures
Councillor Briefing & Discussion 7 March 2022	Cr Jane Addis Cr Jim Parke Cr Felicity Sinfield Cr Di Gillies Cr Lisa Hollingsworth Cr Cynthia Watson Cr Victor Franco Cr Susan Biggar Cr Garry Thompson Cr Nick Stavrou	Phillip Storer (CEO) Daniel Freer (DPS) Carolyn McClean (DCS) Scott Walker (DUL) Mans Bassi (DCT) Amy Montalti (CFO) David Cowan (MSSTP) Andrew McHugh (MFYR) Adele Thyer (aMG) Kirstin Ritchie (COG) Christian Wilmsen (CSTRP) Sam Taylor (SCSR) Tom Scanlan (PFDC) Mathew Dixon (CES) Cassandra Rea (CSTP) Helen Pavlidis (SGO) Brendon Burke (SLA) Danielle Calautti (RP)	<ul style="list-style-type: none"> KooyongKoot (Gardiners Creek) Collaboration Fritsch Holzer Reserve Community heritage nomination process Solar Panels Planning Strategy & Process Return to office 	Cr Garry Thompson

Record of Informal Meetings of Councillors

Assembly details	Councillor attendees	Officer attendees	Matters discussed	Conflict of Interest disclosures
Offsite Councillor Planning Workshop 2022 10 & 11 March 2022	Cr Jane Addis Cr Jim Parke Cr Felicity Sinfield Cr Wes Gault Cr Di Gillies Cr Lisa Hollingsworth Cr Cynthia Watson Cr Victor Franco Cr Susan Biggar Cr Garry Thompson Cr Nick Stavrou	Phillip Storer (CEO) Mans Bassi (DCT) Carolyn McClean (DCS) Daniel Freer (DPS) Scott Walker (DUL) Amy Montalti (CFO) Jennifer Reid (MST&P) Georgina Wignall (CORPRL) Sapphire Allan (MA)	<ul style="list-style-type: none"> Draft Budget 2022-23 	Cr Garry Thompson

MINUTES ATTACHMENTS



Council

Monday 28 March 2022

Attachments as annexed to the resolution:

- 7.2 Adoption of Boroondara Reconciliation Strategy
 2022-26

Boroondara Reconciliation Strategy 2022-2026

March 2022



Acknowledgement of Traditional Owners

The City of Boroondara acknowledge the Wurundjeri Woi-wurrung people as the Traditional Owners and original custodians of this land, and pay our respects to their Elders past and present.

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About Reconciliation

Reconciliation is an ongoing journey, which aims to bring together and strengthen relationships built on trust and respect between Aboriginal and Torres Strait Islander peoples and the wider Australian community. This Strategy acknowledges that to progress reconciliation, we need to work in collaboration with the Traditional Owners, the Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation and local Aboriginal and Torres Strait Islander organisations. It also recognises the diversity of Aboriginal and Torres Strait Islander peoples and the distinct communities, cultures, histories and experiences present within Boroondara today and the importance of working in partnership with all Aboriginal and Torres Strait Islander peoples and the broader community to progress reconciliation locally.

This Strategy is for our community, for everyone who lives, works, studies and recreates in Boroondara.

Thank you

The City of Boroondara would like to thank and acknowledge the Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation and all the Aboriginal and Torres Strait Islander peoples and organisations who generously gave their time throughout the consultation to share their ideas and aspirations for reconciliation in Boroondara. We are grateful to have had the opportunity to gather this rich insight and advice to inform the development of the Boroondara Reconciliation Strategy.

We also thank our community members from right across Boroondara, as well as community organisations and service providers who provided their reflections and ideas.

We heard there is overwhelming support for reconciliation to be progressed and strengthened in Boroondara in collaboration with the Aboriginal and Torres Strait Islander sector and peoples, local service providers, community groups and our broader community.

Thank you to the Aboriginal and Torres Strait Islander sector in the Inner East who provided guidance on the development of the Strategy and for ensuring a diverse range of Aboriginal and Torres Strait Islander voices were heard and respected.

Message from the Mayor

I am pleased to present the Boroondara Reconciliation Strategy.

The development of this Strategy represents a significant step on our reconciliation journey, building on the achievements and progress Council has accomplished in recent years.

Developed in collaboration with Aboriginal and Torres Strait Islander peoples, as well as feedback from the broader community, the Strategy outlines a four-year vision for reconciliation locally, and the steps we will take to achieve this.

It recognises the key role Council will play in progressing reconciliation together with Aboriginal and Torres Strait Islander peoples and our wider community.

The Strategy is based on the understanding that to meaningfully achieve reconciliation on a local level, we must better understand, acknowledge and respect the rich histories and cultures of Aboriginal and Torres Strait Islander communities.

It highlights the importance of working in partnership and building and strengthening our relationships with Aboriginal and Torres Strait Islander communities to progress reconciliation here in Boroondara.

The Strategy is centred on three key themes: 'Understand, Acknowledge and Respect', 'Relationships and Partnerships' and 'Governance and Leadership'. Each is supported by real actions we will collectively undertake in collaboration. These will be regularly assessed and adapted to respond to the changing needs and priorities of Aboriginal and Torres Strait Islander communities as they arise.

On behalf of Council, I thank our Aboriginal and Torres Strait Islander partners involved in consultations for the rich insights, advice and guidance they provided to help develop this Strategy, particularly Elders and staff from the Wurundjeri Woiwurrung Cultural Heritage Aboriginal Corporation. I also thank those who participated in the community consultations and contributed towards our collective vision for reconciliation in Boroondara: *to create a welcoming community where the histories, cultures, knowledges, achievements and aspirations of Aboriginal and Torres Strait Islander peoples are acknowledged, respected, considered and celebrated.*

We look forward to continuing to work together with Aboriginal and Torres Strait Islander communities and the broader Boroondara community as we progress reconciliation together.

Councillor Jane Addis



Mayor of City of Boroondara

Introduction

The Boroondara Reconciliation Strategy formalises Council's commitment to reconciliation in Boroondara.

Reconciliation is an ongoing journey, which aims to bring together and strengthen relationships built on trust and respect between Aboriginal and Torres Strait Islander peoples and the wider Australian community. It is about helping all Australians understand our past shared history and how the past affects the lives of Aboriginal and Torres Strait Islander peoples today. It is about respecting and valuing Aboriginal and Torres Strait Islander heritages and peoples, and aims to achieve equality in life expectancy, education, employment and other areas of disadvantage.¹

The Strategy has been developed through listening to local Aboriginal and Torres Strait Islander peoples and organisations to understand the role Council and our community can play in the reconciliation process. It is founded on the understanding that to progress reconciliation locally, we must continue to build and develop respectful, flexible, genuine relationships built on cultural understanding and reciprocity with Aboriginal and Torres Strait Islander peoples and organisations. We heard that it is important for truth-telling to be central to the reconciliation healing process, including acknowledging the impacts of colonisation on Aboriginal and Torres Strait Islander peoples in Victoria.

The Strategy provides a four-year vision and action plan for implementing reconciliation initiatives in collaboration with Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation (WWCHAC) and other stakeholders in the Aboriginal and Torres Strait Islander sector and the broad community.

It builds on reconciliation initiatives Council is already implementing and takes into account the themes and areas for action identified through consultations with Aboriginal and Torres Strait Islanders peoples and organisations, local community groups and the broader Boroondara community. A whole of Council approach will be adopted to deliver on the commitments in the Strategy to ensure accountability and leadership is embedded across Council.

The Strategy recognises reconciliation in Boroondara requires continuous learning by the non-Aboriginal community and the importance of showcasing the strengths and contributions of local Aboriginal and Torres Strait Islander peoples to the Boroondara community.

¹ Reconciliation Victoria, accessed September 2021
<http://www.reconciliationvic.org.au/reconciliation2/whatisreconciliation>

Council is committed to continue to listen and learn from WWCHAC and all local Aboriginal and Torres Strait Islander peoples and other stakeholders in the sector to implement this Strategy as we continue on our reconciliation journey.

Vision

The Boroondara Reconciliation Strategy 2022-26 (the Strategy) supports our community's vision as outlined in Council's key strategic document, the Boroondara Community Plan 2021-31, for 'A sustainable and inclusive community'.

The vision of the Strategy is to create a welcoming community where the histories, cultures, knowledges, achievements and aspirations of Aboriginal and Torres Strait Islander peoples are acknowledged, respected, considered and celebrated. The vision of the Strategy is also to strengthen relationships with Aboriginal and Torres Strait Islander organisations and peoples so we can work in partnership together and with our broader community to progress reconciliation locally.

Corporate framework

As shown in Figure 1, the Boroondara Community Plan (BCP) 2021-31 incorporating the 10-Year Community Vision, Council Plan 2021-25 and Municipal Public Health and Wellbeing Plan 2021-25 is Council's key strategic document. The BCP demonstrates how we will deliver the community's aspirations while protecting, improving and promoting our community's health and wellbeing. The BCP guides Council's decision making, and directly informs the 10 year Financial Plan, 10 year Asset Plan, the annual budget and associated reporting, as well as the Municipal Strategic Statement and Council's strategies, plans and policies.



Figure 1: Council's integrated planning and reporting framework

The vision, wellbeing commitment and priority themes of the BCP provide the foundation for the Boroondara Reconciliation Strategy. The seven priority themes of the BCP are:

- Community, Services and Facilities
- Parks and Green Spaces
- The Environment
- Neighbourhood Character and Heritage
- Moving Around
- Local Economy
- Leadership and Governance.

Implementation of actions in the Boroondara Reconciliation Strategy is particularly relevant to the following strategy in the BCP under Theme 7 - Leadership and Governance:

- Strategy 7.8 - Celebrate and recognise Aboriginal and Torres Strait Islander cultures, knowledge and heritage through implementing initiatives in partnership with our community and stakeholders.

The Boroondara Reconciliation Strategy plays an important role in guiding the work across Council to ensure a strategic and coordinated approach is taken to implementing reconciliation initiatives in collaboration with Aboriginal and Torres Strait Islander peoples and organisations, community groups and service providers and the broader community.

Background

Traditional Owners of Boroondara

The area now known as the City of Boroondara is located on the traditional lands of the Wurundjeri Woi-wurrung peoples in the inner eastern suburbs of Melbourne and includes the suburbs of Ashburton, Balwyn, Balwyn North, Camberwell, Canterbury, Deepdene, Hawthorn, Hawthorn East, Kew and Kew East, and parts of Glen Iris, Surrey Hills and Mont Albert.

The City of Boroondara's name is derived from the Woi-wurrung language meaning 'where the ground is thickly shaded'. The Wurundjeri Woi-wurrung community has a strong historical, cultural and spiritual connection to their traditional lands and waterways. They continue to practice the responsibilities bestowed by their ancestors of protecting, preserving and managing the land and waterways in accordance with culture and traditions.

As shown in Figure 2 below, the WWCHAC are formally recognised through the *Aboriginal Heritage Act 2006* as the Traditional Owners for the land and waterways in Boroondara. As the Registered Aboriginal Party, the WWCHAC has important legislated roles and functions in managing and protecting the Aboriginal cultural heritage of their recognised lands including evaluating Cultural Heritage Management Plans and assessing Cultural Heritage Permit applications. They also offer key services in the community including natural resource management services, cultural practices for events such as performing a Welcome to Country and smoking ceremonies, cultural consultations to provide feedback on projects being developed on their land, education and cultural awareness specific to their heritage and culture, and language and place naming protocols and advice.

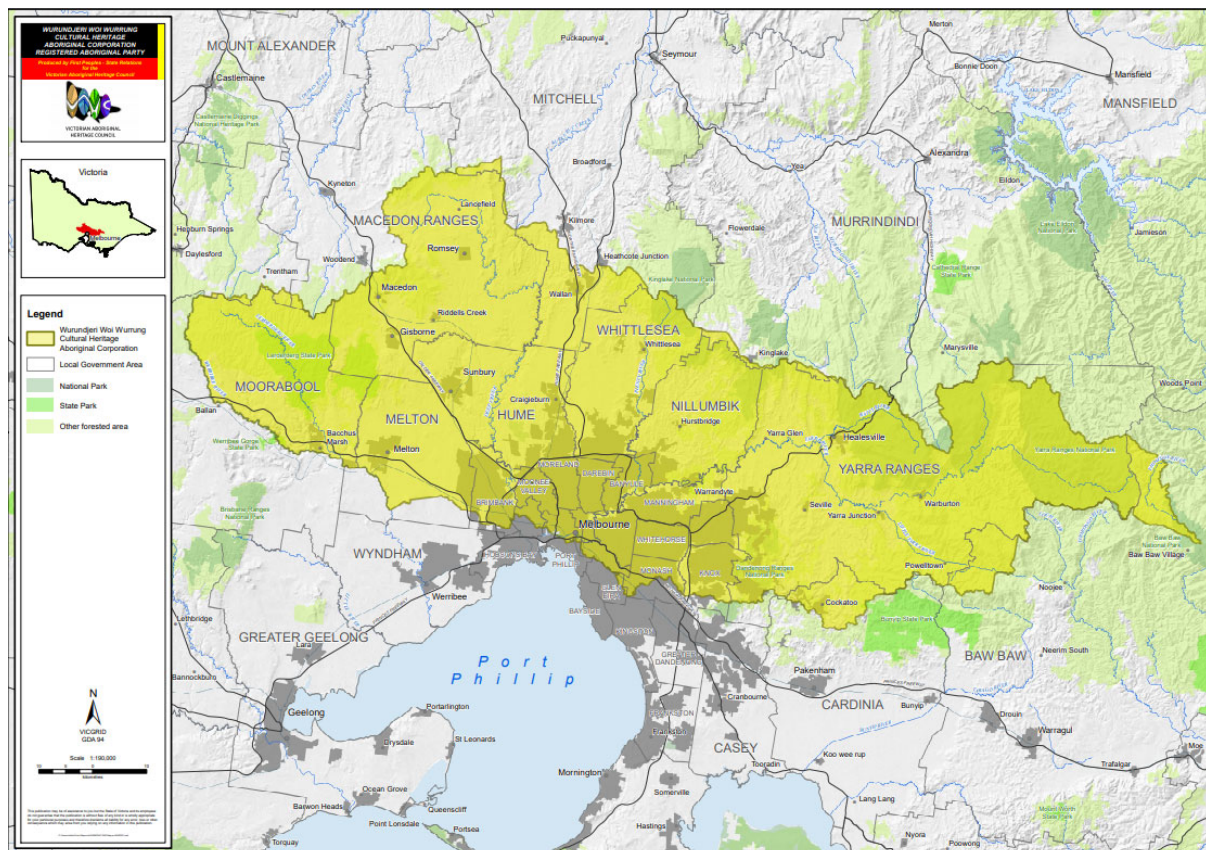


Figure 2: Boundaries for the WWCHAC 1 June 2021 ²

Cultural places in Boroondara

There are 10 Aboriginal archaeological sites within Boroondara and two Aboriginal historic places, which are registered with the Victorian Aboriginal Heritage Council. The 10 archaeological sites are scarred trees, all but one of which is located within parks or reserves adjacent to the Yarra River. One toe-hold tree is located in Boroondara, and is a less common type of cultural scarring, which occurred when toe holds were cut into the tree to make them easier to climb when hunting for food such as possums or gathering eggs and other bush foods.³ Therefore, the tree is a relatively unique site type within the municipality. The locations of the sites are confidential so they can be properly preserved and protected.

² Victorian Aboriginal Heritage Council, Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation Map 1 June 2021, accessed September 2021 [Wurundjeri Woi Wurrung Cultural Heritage Aboriginal Corporation | Victorian Aboriginal Heritage Council](#)

³ First Peoples - State Relations, Department of Premier and Cabinet, Fact Sheet: Aboriginal Scar Trees, accessed September 2021 [Fact sheet: Aboriginal Scar Trees | First Peoples - State Relations](#)

In addition to these sites, the following five cultural places in Boroondara are significant to local history and reconciliation.

The Canoe tree monument on Bowyer Avenue in Kew

Its plaque commemorates a significant scarred canoe tree, estimated at the time to be more than 1000 years old, which was felled at the site in the late 1950s.

The Wurundjeri Trail in Chandler Reserve along the Birrarung Yarra River

The Wurundjeri Trail, which was opened in 2017, was developed in partnership between the WWCHAC and the City of Boroondara. It showcases the Aboriginal culture and rich history of the area through a series of six interpretative signs along a 460 metre trail.

The Wurundjeri Garden on Glan Avon Road in Hawthorn

The Hawthorn Historical Society and Hawthorn Council (now amalgamated into the City of Boroondara) created the Wurundjeri Garden with local community members, as part of a Bush Tucker Trail in 1990. The gardens are now maintained by Council to promote Indigenous flora flowering and seeding for future regeneration and seed collection. Signage is included at the garden about the Indigenous plants.

The Wominjeka Garden - St Oswald's, Glen Iris

The Wominjeka Garden is a reconciliation garden developed by St Oswald's Church dedicated to the process of reconciliation with Aboriginal and Torres Strait Islander peoples. The gardens are open to the broader community to visit and access every day.

The Aunty Dot Peters AM Flowering Grasslands - Swinburne University of Technology, Hawthorn Campus

The grasslands are named after Yarra Yarra Elder Aunty Dot Peters AM and were designed by Wemba Wemba–Wergaia man, Dean Stewart.

Profile of Aboriginal and Torres Strait Islanders peoples in Boroondara and services in the Inner East

The City of Boroondara recognises the diversity of Aboriginal and Torres Strait Islander peoples in Australia and those who live, work, study, play and/or volunteer locally. We also recognise Aboriginal and Torres Strait Islander peoples in Boroondara each bring with them their own cultures, knowledges, histories, aspirations and achievements.

In the 2016 Census, 314 Boroondara residents identified as Aboriginal or Torres Strait Islander, with 293 identifying as Aboriginal and 16 identifying as Torres Strait Islander, and five identifying as both Aboriginal and Torres Strait Islander. This was an increase of 97 Aboriginal and Torres Strait Islanders residents since the 2011 Census and 143 since the 2006 Census. Just over half of the residents who identify as Aboriginal and

Torres Strait Islander were female (52%) and 48% were male, which reflects the gender division in the total Boroondara population. In the 2016 Census, Aboriginal and Torres Strait Islander residents represented 0.2% of the Boroondara population, which is slightly under the proportion in Greater Melbourne (0.5%).

It is important to note historically there has been an undercount of the Aboriginal and Torres Strait Islander population in the Census so the population percentage in Boroondara is likely to be higher.

There is a significant gap between the health status of Victoria's Aboriginal and Torres Strait Islander population and the non-Aboriginal population. Although there have been some improvements, many areas require urgent action to improve the health, wellbeing and safety of Aboriginal and Torres Strait Islander Victorians.⁴

As shown in Table 1 below, the Aboriginal and Torres Strait Islander population in Boroondara is young. The median age of Aboriginal and Torres Strait Islander residents was 26 compared to 38 for the total Boroondara population at the 2016 Census.

Table 1 - Age profile of the Aboriginal and Torres Strait Islander population and the total population in Boroondara based on the 2016 Census.

Age groups	Aboriginal and Torres Strait Islander population	Total Boroondara population
0-4 years	7%	6%
5-14 years	11%	13%
15-24 years	27%	15%
25-34 years	20%	14%
35-44 years	13%	12%
45-54 years	10%	14%
55-64 years	6%	11%
65 years and over	8%	16%

As shown in the table below, the Aboriginal and Torres Strait Islander population in Boroondara accounts for 8.1% of the Aboriginal and Torres Strait Islander population in the Eastern Metropolitan Region (EMR).

⁴ Department of Health and Human Services, Korin Korin Balit-Djak: Aboriginal health, wellbeing and safety strategic plan 2017-27, accessed September 2021

<https://www2.health.vic.gov.au/about/health-strategies/aboriginal-health/korin-korin-balit-djak>

Overview of the Aboriginal and Torres Strait Islander population in the Eastern Metropolitan Region (EMR)

Local Government Area	Aboriginal and Torres Strait Islander population	
	No.	%
Boroondara	324	8.1%
Knox	754	19.0%
Manningham	200	5.0%
Maroondah	568	14.3%
Monash	416	10.5%
Whitehorse	358	9.0%
Yarra Ranges	1,357	34.1%
EMR	3,977	100%

Services in the EMR specifically supporting the Aboriginal and Torres Strait Islander communities and/or providing strategic policy and service advice and planning are:

- Wurundjeri Woi Wurrung Cultural Heritage Aboriginal Corporation – The Registered Aboriginal Party for all of Boroondara. Wurundjeri Woi-wurrung Elders can be invited to perform a Welcome to Country and/or smoking ceremony on all areas of land in Boroondara.
- First Peoples - State Relations – Protects Aboriginal cultural rights and promotes the advancement of treaty, truth and self-determination.
- Department of Families, Fairness and Housing - works with Aboriginal communities, community organisations, other government departments and mainstream service providers to improve the health, wellbeing and safety of Aboriginal people in Victoria.
- Mullum Mullum Indigenous Gathering Place – A community-controlled Aboriginal and Torres Strait Islander organisation based in the Eastern Metropolitan Region of Melbourne. Mullum Mullum Indigenous Gathering Place is committed to retaining, promoting, and strengthening Aboriginal and Torres Strait Islander cultural identity.
- Moondani Toombadool Centre at Swinburne University – Created in 2018, the Moondani Toombadool Centre is responsible for all Aboriginal and Torres Strait Islander matters at Swinburne. This includes student services, teaching and learning, research, staff, culture, engagement and governance.

- Victorian Aboriginal Community Controlled Health Organisation Inc – The peak body for Aboriginal health and wellbeing in Victoria, with 32 Aboriginal community-controlled organisations as members.
- Victorian Aboriginal Child Care Agency – A state-wide Aboriginal Community Controlled Organisation⁵ servicing children, young people, families, and community members.
- Boorndawan Willam Aboriginal Healing Service – The lead specialist Aboriginal-specific family violence service that provides a service in the Eastern Metropolitan Region, but also includes the inner and outer east areas.
- Reconciliation Victoria – A state-wide body that promotes reconciliation across Victoria.
- Connecting Home – A state-wide organisation committed to providing a broad range of services to survivors of the Stolen Generations.
- Boroondara Reconciliation Network – A volunteer-based group that is committed to furthering the process of reconciliation locally. The network was formed in 2017 as the successor to the Boroondara ANTaR group.

Our reconciliation journey

Council has previously recognised Aboriginal and Torres Strait Islander cultures and heritages with the adoption of the Recognising Indigenous Culture and Heritage Policy 2009-13, the Reconciliation Policy and Action Plan 2004-07 and the Reconciliation Action Plan 2000-03.

Actions Council has undertaken over the last five years and continues to undertake include:

- holding regular meetings between Council officers and representatives from the WWCHAC to plan joint projects and activities
- partnering with the WWCHAC and other Aboriginal and Torres Strait Islander groups to deliver special projects and activities such as the development and design of the Wurundjeri Trail at Chandler Reserve
- convening an internal working group of staff from across the organisation to plan for integrated Council activities to recognise and celebrate Aboriginal and Torres Strait Islander histories and cultures
- holding an annual event to mark National Reconciliation Week (27 May to 3 June) or NAIDOC Week (first full week in July), including launching the Wurundjeri Trail at Chandler Reserve in 2017 in collaboration with WWCHAC and delivering a special event for children and families in 2019 at the Greythorn

⁵ According to the National Aboriginal Community Controlled Health Organisation, an Aboriginal Community Controlled Organisation is 'a primary health care service initiated and operated by the local Aboriginal community to deliver holistic, comprehensive, and culturally appropriate health care to the community which controls it, through a locally elected Board of Management'.

Community Hub, which included interactive educational activities led by Yarn Strong Sista and a performance by Women's Djirri Djirri Dance group

- permanently flying the Aboriginal flag at the Camberwell Civic Centre and Kew Library
- programming Aboriginal and Torres Strait Islander content and performers at both the Town Hall Gallery in Hawthorn and the Kew Court House
- partnering with the WWCHAC to hold Aboriginal and Torres Strait Islander storytime sessions for children at libraries
- planting, maintaining and providing signage about Indigenous flora in Wurundjeri Garden in Hawthorn and Chandler Reserve
- developing an internal protocol to provide staff with guidance about giving an Acknowledgement of Traditional Owners at internal and external meetings and events
- installing a plaque outside the Council Chamber acknowledging the Traditional Owners of Boroondara
- rotating display of artwork by a well-known Aboriginal artist, Lin Onus, in the foyer at the Camberwell Civic Centre
- fulfilling Council's statutory obligations in relation to cultural heritage management under the *Aboriginal Heritage Act 2006* and *Aboriginal Heritage Regulations 2018*, by advising developers that when an activity is proposed on a sensitive site, an approved Cultural Heritage Management Plan must be submitted prior to a planning permit being considered
- identifying actions in Council's internal Workforce Diversity and Inclusion Strategy 2020-22 to support recruitment of Aboriginal and Torres Strait Islander peoples, including placement in 2021 for Aboriginal and Torres Strait Islander traineeship positions in Council
- consulting with the WWCHAC to develop a personalised Acknowledgement of Country for the Mayor to give at Council's Citizenship Ceremony on Australia Day 2021 and 2022
- delivering an Eastern Metropolitan Region Cultural Immersion Program for Koorie Secondary Students in 2021 in partnership with the Koorie Education Support Officers at the Department of Education and local councils Maroondah, Monash and Manningham
- collaborating with Mullum Creations (part of Mullum Mullum Indigenous Gathering Place) to deliver two online 2021 Children's Week events including cooking with native bushfoods and a care for Country / Yarn virtual video.

Legislative and policy context

The Boroondara Reconciliation Strategy is informed by key legislation, policies and plans at the International, Australian, Victorian and municipal levels. Outlined below is a brief overview of some of these key documents.

International

United Nations Declaration on the Rights of Indigenous Peoples

The declaration establishes a universal framework of minimum standards for the survival, dignity and wellbeing of the Indigenous peoples of the world. It elaborates on existing human rights standards and fundamental freedoms as they apply to the specific situation of Indigenous peoples.

Australian Government

National Agreement on Closing the Gap

The Agreement aims to enable Aboriginal and Torres Strait Islander peoples and governments to work together to overcome the inequality experienced by Aboriginal and Torres Strait Islander people and achieve equality in life outcomes. The Agreement is between the Australian, state and territory governments, the Australian Local Government Association and the Coalition of Aboriginal and Torres Strait Islander Peak Organisations. As a signatory to the National Closing the Gap Agreement, the Australian Local Government Association has developed a Closing the Gap Implementation Plan, which was released in September 2021 and outlines the role local government plays in supporting this work.

Indigenous Voice

The proposals for an Indigenous Voice would provide a way for Aboriginal and Torres Strait Islander Australians to provide advice and input on matters that are important to improve their lives. The Australian Government has recently undertaken consultation with the community on the proposal made up of two parts: a National Voice and Local and Regional Voices, which would provide an avenue to work with all levels of government at a local level. The feedback from the consultation is being considered by the Indigenous co-design groups to further develop and refine the proposals so final recommendations can be made to the Australian Government.

Victorian Government

Aboriginal Heritage Act 2006 and Aboriginal Heritage Regulations 2018

The purpose of the Act is to provide for the protection of Aboriginal cultural heritage in Victoria. The Regulations prescribe standards and set out the circumstances in which a Cultural Heritage Management Plan should be prepared and set fees and charges.

The Victorian Aboriginal Affairs Framework 2018-23

This is the Victorian Government's overarching framework for working with Aboriginal Victorians, organisations and the wider community to drive action and improve outcomes for and with Aboriginal Victorians.

Victorian Aboriginal and Local Government Action Plan

The Action Plan provides a framework to help councils engage with Aboriginal communities and promote reconciliation. The Action Plan is currently being reviewed through an Aboriginal self-determination approach to enable a strong voice and engagement between Aboriginal communities and Victorian councils.

Charter of Human Rights and Responsibilities 2006

The Charter sets out the basic rights, freedoms and responsibilities of all people in Victoria, including the right to culture for minority groups. Under s.19 (2), four distinct rights of Aboriginal and Torres Strait Islander peoples are recognised including: the right to enjoy identity and culture; the right to maintain and use language; the right to maintain kinship ties; and the right to maintain a distinctive spiritual, material and economic relationship with the land and waters and other resources with which there is a connection under traditional laws and customs.

Advancing the Treaty Process with Aboriginal Victorians Act 2018

The Act sets out a roadmap towards Treaty negotiations in Victoria between Traditional Owners and Aboriginal Victorians and the Victorian Government. The Treaty Act reflects the intent to work in genuine partnership with Aboriginal Victorians to give meaningful and practical effect to the right of self-determination.

The Yoo-rrook Justice Commission

Yoo-rrook means 'truth' in the Wemba Wemba/Wamba Wamba language, spoken in the north-west region of Victoria. The Yoo-rrook Justice Commission was formally established by the Victorian Government in May 2021 as the first truth-telling body in Australia, occurring in parallel to the Treaty process. The Commission is independent from government and is aimed at facilitating truth-telling, truth listening and healing, educating the wider Victorian community, and developing recommendations for reform.

Korin Korin Balit-DJak - Aboriginal Health, Wellbeing and Safety Strategic Plan 2017-27

Korin Korin Balit-Djak means 'Growing very strong' in the Woi-wurrung language. It provides an overarching framework for action to improve the health, wellbeing and safety of Aboriginal Victorians. The purpose of this plan is to realise the Victorian Government's vision for 'Self-determining, healthy and safe Aboriginal people and communities' in Victoria.

Methodology

The development of the Boroondara Reconciliation Strategy was informed by a number of research and consultation steps as outlined below.

Stage 1: Reviewing Council's reconciliation initiatives

A review was undertaken of the initiatives Council is currently undertaking and actions it has completed in the last five years to contribute to the reconciliation process. This information provided the basis for which actions could be expanded and further progressed in the Strategy.

Stage 2: Understanding the context

To understand the context for the Boroondara Reconciliation Strategy, a review was undertaken of relevant International, Australian and State legislation, policies, plans and actions. Benchmarking was also undertaken against 15 local governments, including all councils in the Eastern Metropolitan Region. The benchmarking examined the work of each council, including the structure of their reconciliation documents, language used, collaborations with stakeholders and focus areas for action. This information helped guide the structure of the Strategy and to assess what actions councils in a similar stage of their reconciliation journey were undertaking.

In addition, a demographic profile of Aboriginal and Torres Strait Islander residents in Boroondara was developed based on the 2016 Census. Furthermore, a review of the community consultation results from over 5,000 residents, which informed the development of the Boroondara Community Plan 2021-31, was undertaken to identify any topics/ideas raised by residents that related to reconciliation.

Stage 3: Advice sought from WWCHAC and key stakeholders in the Aboriginal and Torres Strait Islander sector

To ensure the development of the Strategy was informed by feedback and advice from Aboriginal and Torres Strait Islander peoples, Council met regularly with WWCHAC and other key stakeholders.

Monthly meetings with Wurundjeri Woi-wurrung Elders and staff provided an opportunity for us to get to know one another, learn how to work together, share ideas and most importantly, seek advice and feedback into the consultation design and development of the Boroondara Reconciliation Strategy.

Advice and mentoring was also sought from other key stakeholders at regular meetings to ensure our approach is respectful, inclusive and strength based, including but not limited to First Peoples - State Relations Group - Department of Premier and Cabinet and Inner Eastern Melbourne Area and Aboriginal Engagement at the Department of Families, Fairness and Housing.

Stage 4: Aboriginal consultant engaged to support consultation and development of Strategy

To provide advice on the development of the Strategy and to assist with facilitating the community consultations, Council engaged an Aboriginal consultant, Karen Milward, who is a Yorta Yorta⁶ woman and respected in the local Aboriginal and Torres Strait Islander communities. Karen was responsible for providing advice on the methodology of the consultation, facilitating and analysing data gathered from the consultation sessions with Aboriginal and Torres Strait Islander stakeholders and peoples, facilitating workshops with Council staff, and reviewing and providing recommendations and feedback on the final Strategy.

Stage 5: Consultation with Aboriginal and Torres Strait Islander stakeholders

To ensure the Aboriginal and Torres Strait Islander voices were heard and respected and the diverse issues and priorities important to them were understood, acknowledged and considered, 14 conversation style consultation sessions were held with 24 key stakeholders in the Aboriginal and Torres Strait Islander sector. These sessions were facilitated by Karen Milward. The consultation sessions enabled Council to hear directly about the aspirations for reconciliation locally in Boroondara and opportunities for action and collaboration with the Aboriginal and Torres Strait Islander sector and peoples. The rich information gathered through these sessions formed the foundation for the development of the vision, themes, strategic objectives and focus areas for action.

Stage 6: Community and service provider pulse check surveys

As the reconciliation process involves the non-Aboriginal community working together with Aboriginal and Torres Strait Islander peoples, we undertook pulse check surveys with the broad community and local community service providers and organisations to understand their views and ideas of how to be involved and progress reconciliation locally.

The online community pulse check survey was undertaken between 8 July and 1 August 2021. It captured information about why reconciliation in Boroondara is important, ideas for how Council might progress it locally, as well as respondents' level of knowledge of the histories and cultures of Aboriginal and Torres Strait peoples in Australia and Boroondara. In total, 480 respondents completed the survey.

An online survey was also undertaken between July and August 2021 targeted at a cross-section of community groups and service providers in Boroondara including

⁶ Traditional Yorta Yorta lands lie on both sides of the Murray River roughly from Cohuna to Albury / Wodonga. They include towns such as Echuca, Shepparton, Benalla, Corowa and Wangaratta and extend northwards to just south of Deniliquin.

arts, religious groups, educational institutions, neighbourhood houses and community groups. The purpose of the survey was to gather information about existing activities already taking place locally to support reconciliation and to gauge respondents' level of interest in engaging with Council and other organisations to progress reconciliation together. Twenty-six organisations completed the survey representing a range of community organisations and services.

Stage 7: Strategy development

Through the consultations with the Aboriginal and Torres Strait Islander sector we gathered rich information about why progressing reconciliation in Boroondara is important, the key steps we can take to meaningfully contribute to it and ideas for reconciliation initiatives we can undertake in collaboration with Aboriginal and Torres Strait Islander peoples and the broader community. These findings strongly aligned with the outcomes from the community pulse check survey and the survey with service providers and community organisations.

We used this feedback to inform the development of the Strategy's vision, themes, strategic goals, focus areas for action and the implementation plan.

Summary of Community Consultation Findings

As noted above, three key phases of community consultations were undertaken to inform the development of the Boroondara Reconciliation Strategy. Outlined below is a high level summary of the key findings from the consultation with key stakeholders from the Aboriginal and Torres Strait Islander sector and the community pulse check survey.

It is important to note the City of Boroondara is at the beginning of its formal reconciliation journey and it may take a number of years for Council to undertake the foundational work required before it can progress some initiatives. It is also important to note some of the ideas suggested in the community consultations fall outside the scope of the work Council does. However, where appropriate, Council advocates to other levels of government on particular issues or plays a role in facilitating partnerships between different groups in the community.

Key findings from consultations with key stakeholders in the Aboriginal and Torres Strait Islander sector

Analysis of the findings from the consultation sessions with the key stakeholders from the Aboriginal and Torres Strait Islander sector identified 14 key topics. These topics, which are briefly outlined below in Table 3, capture the priorities important to Aboriginal and Torres Strait Islander stakeholders and their ideas for how Council can progress reconciliation locally. These findings have provided the foundation for the development of the vision, themes, strategic objectives and actions in this Strategy.

Table 3: Brief overview of the 14 topics identified through the consultation sessions with key stakeholders in the Aboriginal and Torres Strait Islander sector

Key topic	Brief overview
Topic 1 - Improve Aboriginal and Torres Strait Islander cultural awareness within Council and in the community	Prioritise whole of Council and community learning about Aboriginal and Torres Strait Islander histories and cultures. Cultural awareness training and activities for staff, councillors and the broader community were suggested as ways to progress this work.
Topic 2 - Acknowledge and/or celebrate dates of significance	Acknowledge and/or celebrate culturally significant dates during the year and ensure Aboriginal and Torres Strait Islander Elders and peoples are invited to lead, plan, participate and attend as guests. Specific annual dates of significance include NAIDOC Week, National Reconciliation Week, National Sorry Day and Aboriginal Children's Day. Cultural immersion events and activities suggested include storytelling sessions, book readings, yarning circles with the local Aboriginal and Torres Strait Islander communities, and celebrations of the

Key topic	Brief overview
	Stolen Generations resilience and achievements through art, film and guest speakers at community events.
Topic 3 - Acknowledge Traditional Owners, WWCHAC, within Council and across the municipality	<p>Strengthen and amplify the acknowledgement of Traditional Owners in the municipality to assist in building the communities' connections to places and spaces.</p> <p>Ideas proposed for respectfully and appropriately acknowledging the Traditional Owners included using Aboriginal language to name places and spaces within the municipality, developing signage and plaques to acknowledge the Traditional Owners, flying the Aboriginal and Torres Strait Islander flags and including written Acknowledgements of Traditional Owners in Council's print and digital communications.</p>
Topic 4 - Develop a better understanding of the local Aboriginal and Torres Strait Islander peoples and communities in Boroondara	<p>Develop a better understanding of the local and diverse Aboriginal and Torres Strait Islander communities to ensure Council services and programs can be delivered in a responsive and targeted way so they are welcoming and respectful, which is referred to as being culturally safe.⁷</p> <p>Suggestions included developing a profile of the local Boroondara Aboriginal and Torres Strait Islander communities beyond the ABS Census data to include information about Aboriginal and Torres Strait Islander cohorts, residents, Aboriginal Community Controlled Organisations and businesses, and people working within the City of Boroondara.</p>
Topic 5 - Acknowledge and celebrate local Aboriginal and Torres Strait Islander stories, histories, cultures and peoples.	<p>Acknowledge and celebrate Aboriginal and Torres Strait Islander histories, cultures and peoples all year round and not just during significant dates.</p> <p>Suggestions included providing spaces in the municipality which includes reflections of Aboriginal and Torres Strait Islander cultures and histories through visual arts or reflective landscaping. Inviting Aboriginal and Torres Strait Islander guest speakers from a range of backgrounds to speak at Council events throughout the year and hosting conversations with Aboriginal and Torres Strait Islander community members and the broader community on truth telling were other ideas suggested.</p>

⁷ Cultural safety is about providing services, programs, spaces and places which are welcoming and respectful of Aboriginal and Torres Strait Islander peoples' cultures and individual differences and needs. For information about cultural safety please see the Department of Health and Human Services, Aboriginal and Torres Strait Islander Cultural Safety Framework.

Key topic	Brief overview
Topic 6 - Strengthen relationships and collaborate with the Traditional Owners, WWCHAC	<p>Continue to build a strong working relationship and partnership with WWCHAC.</p> <p>Potential ways suggested for continuing to strengthen relationships with the WWCHAC included continuing to meet regularly with them and formalising our way of working together.</p>
Topic 7 - Establish and strengthen relationships with Aboriginal and Torres Strait Islander stakeholders and peoples and identify opportunities for collaboration	<p>The reconciliation processes and aspirations should concentrate on promoting mutually respectful and genuine two-way relationships of shared significance. Developing these can take time as strong relationships are built on trust and respect.</p> <p>The need to ensure Aboriginal and Torres Strait Islander peoples and stakeholders are actively engaged in the Boroondara Reconciliation Strategy was highlighted as important.</p> <p>Ideas proposed to improve Council's engagement and communication about the delivery of the Strategy included keeping Aboriginal and Torres Strait Islander peoples informed on a regular basis, updating Council's reconciliation progress on our website, and inviting Aboriginal Community Controlled organisations to participate in local Council events and activities held throughout the year.</p>
Topic 8 - Participate in the development and delivery of places for Aboriginal and Torres Strait Islander community members in the Inner East that are welcoming and respectful, which is referred to as being culturally safe. ⁸	<p>The delivery of culturally safe spaces and places for the Aboriginal and Torres Strait Islander communities in the Inner East to meet was identified as important to practice their cultures, celebrate community achievements and promote and support cultural strengthening and connections to land, waterways and each other.</p> <p>Opportunities suggested included Council delivering programs and activities at the Mullum Mullum Indigenous Gathering Place's potential new Inner East Aboriginal Community Hub and promoting Aboriginal sites of significance in Boroondara, with approval of WWCHAC so</p>

⁸ Cultural safety is about providing services, programs, spaces and places which are welcoming and respectful of Aboriginal and Torres Strait Islander peoples' cultures and individual differences and needs. For information about cultural safety please see the Department of Health and Human Services, Aboriginal and Torres Strait Islander Cultural Safety Framework.

Key topic	Brief overview
	they are easily accessible by local Aboriginal and Torres Strait Islander peoples.
Topic 9 - Identify opportunities for collaboration with local community groups, community services and schools to progress reconciliation initiatives locally	<p>Facilitate collaboration with local organisations and community groups to progress reconciliation locally.</p> <p>Groups identified through the consultation which Council could collaborate with to progress reconciliation include community groups, service providers, schools and kindergartens. Opportunities proposed to support collaboration included implementing cultural awareness training and capacity building workshops and facilitating and/or supporting opportunities for community groups, organisations, educational providers and the Aboriginal and Torres Strait Islander communities to network and collaborate.</p>
Topic 10 - Establish a governance structure to oversee implementation of the strategy and ensure the voices of Aboriginal and Torres Strait Islander people are heard	<p>Aboriginal and Torres Strait Islander communities' voices to be heard every step of the way in the reconciliation process, including recognition and understanding of how self-determination will drive action.</p> <p>Suggestions included the development of a formal process to provide feedback to Council as well as having more informal conversations with Aboriginal and Torres Strait Islander stakeholders in small yarning sessions to build trust and rapport. Supporting Aboriginal and Torres Strait Islander peoples' voices on other established committees and working groups of Council was also proposed.</p>
Topic 11 - Promote and support the procurement of goods and services from Victorian Aboriginal and Torres Strait Islander businesses	<p>Explore opportunities to promote and support the procurement of goods and services from Victorian Aboriginal and Torres Strait Islander businesses to support and create opportunities for Aboriginal employment and participation of Aboriginal businesses in the economy.</p> <p>Ideas proposed included showcasing the strengths and successes of local Aboriginal businesses and entrepreneurs.</p>
Topic 12 - Promote and support Aboriginal and Torres Strait Islander employment and ensure the organisation is culturally welcoming	<p>Support the employment of Aboriginal and Torres Strait Islander staff.</p> <p>Suggestions included developing a workforce strategy.</p>
Topic 13 - Contribute and support state-wide	Ensure up to date social, economic, physical, and environmental data and issues occurring in the Aboriginal

Key topic	Brief overview
advocacy efforts in consultation with Aboriginal and Torres Strait Islander stakeholders to address health inequities and the rights of Aboriginal and Torres Strait Islander peoples	and Torres Strait Islander communities is maintained so Council can appropriately advocate, where required, in consultation with WWCHAC and other local Aboriginal and Torres Strait Islander stakeholders.
Topic 14 - Improve accessibility to Council services and activities to ensure they are inclusive and support the needs of Aboriginal and Torres Strait Islanders peoples	Improve local Aboriginal and Torres Strait Islander people's accessibility to Council's mainstream services, programs and activities available across the municipality.

Key findings from the community pulse check survey

As noted earlier, the community pulse check survey captured 480 respondents' ideas about why reconciliation in Boroondara is important to them and ideas for how Council might progress it locally. The survey results provided a pulse check of the sentiment towards reconciliation in the broader Boroondara community.

Thematic analysis of the responses to the question 'Why is reconciliation in Boroondara important to you' identified 13 key themes. While the survey question did not ask whether reconciliation is important, analysis of verbatim comments found 78% of respondents expressed support for reconciliation in Boroondara when they were describing why it is important to them. Conversely, 19% of respondents stated reconciliation is not important with a further 3% not being sure about its importance.

The 13 key themes are outlined in Table 4 below. As can be seen, it is encouraging and positive to see the key themes which were identified in the community survey strongly support and align with the findings from the consultations with key stakeholders from the Aboriginal and Torres Strait Islander communities.

Table 4: Key themes identified by survey respondents for why reconciliation in Boroondara is important to them

Theme	Count	% ⁹
The right thing to do	124	26%
Need to acknowledge the past and ensure visibility of Aboriginal and Torres Strait Islander peoples cultures and histories through education and awareness	117	24%
Justice including truth-telling, making amends and fighting unfairness	115	24%
Local communities, including Council, should lead the reconciliation process	93	19%
Respect for Aboriginal and Torres Strait Islander peoples cultures	91	19%
Not important	91	19%
Recognising Traditional Owners and their unique relationship to the land	84	18%
Important for the future and shared national identity	79	16%
Building an inclusive community for all	38	8%
Healing trauma and damage	35	7%
Personal importance	33	7%
Including Aboriginal and Torres Strait Islander peoples' voices in decision-making	24	5%
Not sure	15	3%

Survey respondents were also asked to identify the actions they would like to see Council take to progress reconciliation in Boroondara. A large number of ideas were proposed, and thematic analysis of this information identified a number of broad

⁹ The sum is more than 100% as respondents could mention more than one theme for why reconciliation is important in Boroondara.

actions. Table 5 below presents the actions nominated by at least 25 respondents (5% of the sample), which the community would like to see Council take to progress reconciliation in Boroondara. Once again, these areas for action strongly correlated with the suggested areas for action identified by the key stakeholders from the Aboriginal and Torres Strait Islander sectors.

Table 5: Suggested actions to progress reconciliation in Boroondara

Action	Count	% ¹⁰
Educational and awareness-raising programs about Aboriginal and Torres Strait Islander cultures and histories for all age groups (e.g. dedicated website pages, special section in Council's bulletin, library resources, workshops, talks, movies, school programs etc.)	175	36%
Signs, plaques, and information boards (e.g. stories, history trails) on Council buildings and in public spaces and Aboriginal traditional names used for naming and dual language naming of buildings and open spaces (e.g. streets, parks).	138	29%
Acknowledgement of Traditional Owners/Welcome to Country at Council meetings and events and on the website and in Council's publications	107	22%
Actively engage with Aboriginal and Torres Strait Islander peoples about matters that concern them	90	19%
Aboriginal and Torres Strait Islander peoples led events (e.g. storytime, walks, history talks, smoking ceremony)	90	19%
Aboriginal and Torres Strait peoples involvement in Council and decision making processes	68	14%
Fly Aboriginal and Torres Strait Islander flags at Council buildings	64	13%
Promote Aboriginal and Torres Strait Islander art in Council buildings, public spaces and parks (e.g. sculptures, paintings, and murals)	43	9%

¹⁰ The sum is more than 100% as respondents could nominate more than one action to progress reconciliation in Boroondara.

Action	Count	% ¹⁰
Provide opportunities (spaces and events) to bring together Aboriginal and Torres Strait Islander peoples and the non-Aboriginal community	39	8%
Celebrate culturally important dates (e.g. National Sorry day and NAIDOC)	30	6%
Reconciliation Action Plan and other relevant policy documents	28	6%
Increase employment opportunities for Aboriginal and Torres Strait Islander Peoples	25	5%

As can be seen from the above findings there is a strong overlap of common themes and priorities from the different phases of community consultations and support from the Aboriginal and Torres Strait Islander communities and the broader community to work in partnership to progress reconciliation locally.

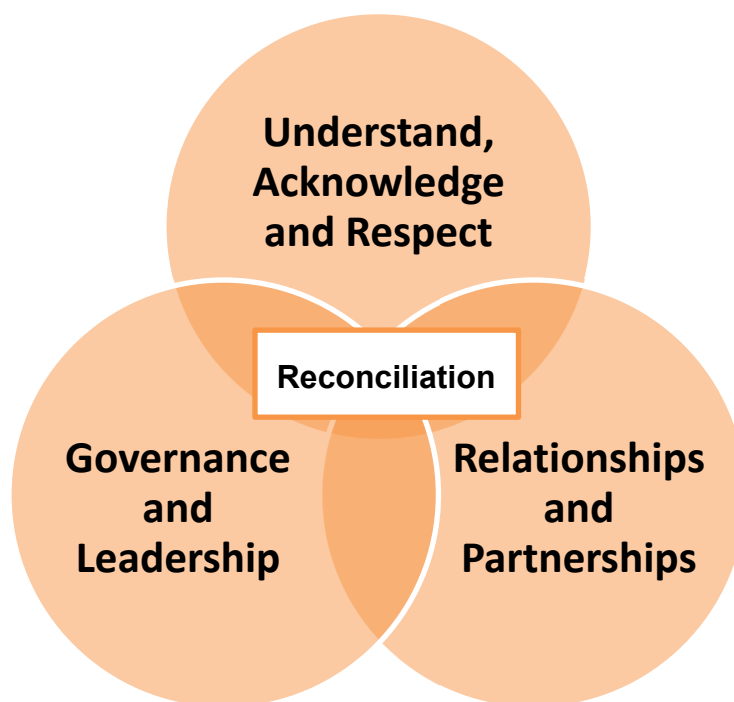
Analysis of the consultation and research undertaken to inform the development of the strategy identified three key themes and 14 focus areas for action, which form the foundation of the Boroondara Reconciliation Strategy and are outlined below in the following section.

Key Themes and Strategic Objectives

The Boroondara Reconciliation Strategy is based on three key themes strongly evident across the consultations and research, which informed the development of this Strategy.

1. **Understand, Acknowledge and Respect:** recognise that understanding, acknowledging and respecting Aboriginal and Torres Strait Islander histories, cultures and peoples is fundamental to being able to meaningfully contribute to the reconciliation process.
2. **Relationships and Partnerships:** acknowledges the broader community has a key role to play in progressing reconciliation and that to do this we need to develop and strengthen relationships with Aboriginal and Torres Strait Islander organisations so we can work together.
3. **Governance and Leadership:** working together across Council to progress reconciliation and providing opportunities for Aboriginal and Torres Strait Islander peoples to have a voice to inform Council decision making.

The three key themes, which are shown in Figure 1 below, are all necessary and important to continue to progress reconciliation locally.



Under each of the three themes, a Strategic Objective has been developed to outline what the community want us to achieve over the four-year period of the Strategy. Based on these objectives, a number of focus areas for action have been developed to detail what outcomes Council will seek to achieve over the next four years in pursuit of the Strategic Objective.

An implementation plan can be found at **Appendix One**, which outlines the specific actions Council will take in response to the four-year areas for action below.

Theme 1: Understand, Acknowledge and Respect

Strategic Objective 1

Build awareness and understanding of Aboriginal and Torres Strait Islander histories, cultures and peoples so we can contribute towards the reconciliation process and acknowledge and celebrate the resilience, strengths and contributions Aboriginal and Torres Strait Islander peoples make to the community.

Focus areas for action

- a. Improve Aboriginal and Torres Strait Islander cultural awareness within Council and in the community
- b. Acknowledge and/or celebrate dates of significance to Aboriginal and Torres Strait Islander peoples
- c. Acknowledge the Traditional Owners, Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation, within Council and across the municipality
- d. Council to develop a better understanding of the local Aboriginal and Torres Strait Islander peoples and communities in Boroondara
- e. Acknowledge and celebrate local Aboriginal and Torres Strait Islander stories, histories, cultures and peoples.

Theme 2: Relationships and Partnerships

Strategic Objective 2

Create and strengthen reciprocal relationships between Traditional Owners and other Aboriginal and Torres Strait Islander organisations and peoples, Council, and the broader community so we can progress reconciliation initiatives together.

Focus areas for action

- a. Strengthen relationships and collaborate with the Traditional Owners, Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation
- b. Establish and strengthen relationships with Aboriginal and Torres Strait Islander stakeholders and peoples and identify opportunities for collaboration
- c. Participate in the development and delivery of spaces and places for Aboriginal and Torres Strait Islander community members in the Inner East
- d. Identify opportunities for collaboration with community groups and service providers, networks and local schools to progress reconciliation initiatives locally.

Theme 3: Governance and Leadership

Strategic Objective 3

Provide a whole of Council response to reconciliation and enable the voice of Aboriginal and Torres Strait islander peoples to inform Council decision making to support equitable and inclusive opportunities and participation in the community.

Focus areas for action

- a. Convene an internal Council advisory committee and stakeholder network to support implementation of the strategy
- b. Promote and support Aboriginal and Torres Strait Islander employment, volunteering and traineeship opportunities and ensure the organisation is culturally welcoming
- c. Support the procurement of goods and services from Victorian Aboriginal and Torres Strait Islander businesses
- d. Contribute and support state-wide advocacy efforts in consultation with Aboriginal and Torres Strait Islander stakeholders to address health inequities and the rights of Aboriginal and Torres Strait Islander peoples
- e. Ensure accessibility to Council services and activities to ensure they are inclusive and support the needs of Aboriginal and Torres Strait Islanders peoples.

Implementing, monitoring and evaluation

Council is committed to collaborating with the WWCHAC and other key Aboriginal and Torres Strait Islander stakeholders, community groups and organisations and the broader community to implement, monitor and evaluate the actions in the Boroondara Reconciliation Strategy.

To ensure the Strategy remains relevant and achievable, regular progress updates on the actions in the Strategy and feedback on the implementation of actions will be sought at Council's scheduled meetings with the WWCHAC.

In addition, Council's Internal Boroondara Reconciliation Advisory Committee has been established to provide feedback and advice to assist Council officers in relation to the development and implementation of the Boroondara Reconciliation Strategy after considering data, research and community inputs, firstly from the WWCHAC and then advice from external Aboriginal and Torres Strait Islander organisations and individuals and local community agencies. At a minimum, twice a year, Elders and staff from the WWCHAC will be invited to meet with the Internal Advisory Committee to enable Council officers to present on progress and for the Advisory Committee to seek feedback on the implementation of the Strategy from the WWCHAC. Other external Aboriginal and Torres Strait Islander community organisations and individuals and representatives from community groups and networks will also be invited as required to provide advice to the Committee so it can meet its objectives.

Council's internal corporate reporting system will be used to monitor implementation of the Strategy's actions and will be published in Council's annual report.

Accountabilities

For all queries or feedback regarding this strategy, please use the contact details for the responsible department below.

Position Title	Contact number	Contact department email
Social Inclusion Policy and Project Officer	03 9278 4017	communityplanning@boroondara.vic.gov.au

Appendix One – Implementation Plan 2022-26

The actions outlined below include actions Council will undertake in response to the findings from the consultation and research which informed the development of the Strategy. Council is committed to collaborating with WWCHAC and all local Aboriginal and Torres Strait Islander peoples and stakeholders to implement the Strategy. The actions will be reviewed annually to ensure they are still relevant and to identify additional actions. All actions specified in the Implementation Plan, which require funds not included in Council's Strategic Resource Plan, will be referred to future budget deliberations and subject to further councillors' consideration prior to implementation.

Theme 1: Understand, Acknowledge and Respect

Strategic Objective 1

Build awareness and understanding of Aboriginal and Torres Strait Islander histories, cultures and peoples so we can contribute towards the reconciliation process and acknowledge and celebrate the resilience, strengths and contribution Aboriginal and Torres Strait Islander peoples make to the community.

Focus areas for action

- Improve Aboriginal and Torres Strait Islander cultural awareness within Council and in the community
- Acknowledge and/or celebrate dates of significance to Aboriginal and Torres Strait Islander peoples
- Acknowledge the Traditional Owners, Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation, within Council and across the municipality
- Council to develop a better understanding of the local Aboriginal and Torres Strait Islander peoples and communities in Boroondara
- Acknowledge and celebrate local Aboriginal and Torres Strait Islander stories, histories, cultures and peoples.

Action Number	Action	Link to BCP Theme and Strategy	Responsibility	Timeframes	Resources Required
1.	Include an Acknowledgement of Traditional Owners on all staff email blocks and Council's website.	Theme 7 - Strategy 7.8	Lead: Strategic Communications	2022-23	Operating budget
2.	Implement guidelines for the inclusion of Acknowledgement of Traditional Owners in Council's print and digital collateral.	Theme 7 - Strategy 7.8	Lead: Strategic Communications Support: Community Planning and Development	2022-23	Operating budget
3.	Embed Aboriginal and Torres Strait Islander culture in mainstream Council activities throughout the municipality by raising awareness of Council staff of the Boroondara Reconciliation Strategy; the meaning of reconciliation; and the cultural protocols for giving an Acknowledgement of Traditional Owners or including a Welcome to Country at meetings and events.	Theme 7 - Strategy 7.8	Lead: Community Planning and Development Support: People, Culture and Development	2022-23	Operating Budget
4.	Assist sports clubs to become more inclusive for Aboriginal and Torres Strait Islander	Theme 1 - Strategy 1.2	Lead: Health and Wellbeing Services	2022-23	Operating budget

Action Number	Action	Link to BCP Theme and Strategy	Responsibility	Timeframes	Resources Required
	peoples through participation in the Inclusive Clubs' Project.				
5.	Review and continue to update Council's Library catalogue to include a range of historical and contemporary perspectives of Aboriginal and Torres Strait Islander histories, cultures and experiences, including showcasing Aboriginal and Torres Strait Islander authors and local histories and peoples.	Theme 1 - Strategy 1.1	Lead: Library Services	2022-23	Operating budget
6.	Develop an internal naming policy and procedure with advice and feedback from Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation and in alignment with state-wide statutory requirements for naming rules in Victoria, to guide Council consideration on the inclusion of Wurundjeri Woi-wurrung language and/or acknowledging Aboriginal and Torres Strait Islander cultures and peoples in the naming of places and	Theme 7 - Strategy 7.8	Lead: Community Planning and Development Support: Chief Financial Office	2022-23	Operating budget

Action Number	Action	Link to BCP Theme and Strategy	Responsibility	Timeframes	Resources Required
	spaces across the municipality and in Council facilities.				
7.	Continue to permanently fly the Aboriginal flag at the Camberwell Civic Centre as the seat of Council and historically at Kew Library and consider flying the Aboriginal Flag at other locations and/or on occasion in line with Australian National Flag protocols.	Theme 7 - Strategy 7.8	Lead: Community Planning and Development Support: Arts and Culture and Facilities, Waste and Infrastructure	2022-23	Operating budget
8.	Amend Council's Placemaking Framework to incorporate a specific reference to acknowledging and celebrating Boroondara's Aboriginal and Torres Strait Islander cultures and histories in the public realm whether through built form, programming or activation.	Theme 7 - Strategy 7.8	Lead: Placemaking	2022-24	Operating budget

Action Number	Action	Link to BCP Theme and Strategy	Responsibility	Timeframes	Resources Required
9.	Engage Aboriginal and Torres Strait Islander organisations through partnerships to deliver Cultural Awareness training to local community groups and organisations including neighbourhood houses, volunteers, early years' services, education professionals, sporting clubs, local businesses and other relevant groups across Boroondara.	Theme 1 - Strategy 1.2	Lead: Community Planning and Development Support: Active Ageing, Local Economies, Health and Wellbeing, Arts and Culture, Libraries, Environmental Sustainability and Open Spaces	2022-26	Operating budget

Action Number	Action	Link to BCP Theme and Strategy	Responsibility	Timeframes	Resources Required
10.	<p>Continue to convene the internal working group of staff from across Council to plan community education and cultural immersion events and activities in partnership with Aboriginal and Torres Strait Islander organisations and community organisations to acknowledge/celebrate a minimum of two of the following key dates of significance a year to Aboriginal and Torres Strait Islander peoples:</p> <p>National Sorry Day (26 May)</p> <p>National Reconciliation Week (27 May - 3 June)</p> <p>NAIDOC Week (4-11 July)</p> <p>Aboriginal and Torres Strait Islander Children's Day (4 August).</p>	Theme 1 - Strategy 1.2	Lead: Community Planning and Development in collaboration with members of the Internal Working Group	2022-26	Operating budget

Action Number	Action	Link to BCP Theme and Strategy	Responsibility	Timeframes	Resources Required
11.	Promote Aboriginal and Torres Strait Islander led events and activities to Council staff and the community such as Wurundjeri Week (2-8 August).	Theme 7 - Strategy 7.8	Lead: Community Planning and Development	2022-26	Operating budget

Action Number	Action	Link to BCP Theme and Strategy	Responsibility	Timeframes	Resources Required
12.	Support and build the capacity of Aboriginal and Torres Strait Islander organisations, community groups and individuals to apply for Council's community grants to improve health and wellbeing, increase participation and support community strengthening, including Individual Participation Grants; Individual Achievement Grants; Community Arts Venue Grants; Annual Community Strengthening Grants; Small Grants (Biannual) and Triennial Operational Grants.	Theme 1 - Strategy 1.2	Lead: Community Planning and Development	2022-26	Operating budget

Action Number	Action	Link to BCP Theme and Strategy	Responsibility	Timeframes	Resources Required
13.	Investigate opportunities to develop a new individual creative grant program for young Aboriginal and Torres Strait Islander people aged 12-25 years to financially support their professional development in the arts, culture and music industries.	Theme 1 - Strategy 1.2	Lead: Arts and Culture	2022-23	Operating budget
14.	Engage with Aboriginal and Torres Strait Islander artists and creative industries to deliver artworks, exhibitions, performances and initiatives inspired by local Aboriginal histories, cultures and stories in public spaces, Council owned facilities and at cultural events.	Theme 1 - Strategy 1.3	Lead: Arts and Culture Support: Placemaking	2022-26	Operating budget

Action Number	Action	Link to BCP Theme and Strategy	Responsibility	Timeframes	Resources Required
15.	Engage with the Traditional Owners and Aboriginal and Torres Strait Islander stakeholders when Council undertakes 'placemaking' initiatives to transform important public spaces and in the design and development of public realm works in Council's activity centres, with the aim of promoting awareness and celebration of local Aboriginal and Torres Strait Islander histories and cultures.	Theme 6 - Strategy 6.4	Lead: Placemaking and Strategic and Statutory Planning	2022-26	Operating budget
16.	Program Aboriginal and Torres Strait Islander artists in the Boroondara Arts program.	Theme 1 - Strategy 1.3	Lead: Arts and Culture	2022-26	Operating budget
17.	Continue to program Aboriginal and Torres Strait Islander authors and speakers at library events and activities.	Theme 1 - Strategy 1.2	Lead: Library Services	2022-26	Operating budget

Action Number	Action	Link to BCP Theme and Strategy	Responsibility	Timeframes	Resources Required
18.	Showcase the diverse botanical displays of Australian plants at Maranoa Botanic Gardens, adjoining Beckett Park, and Wurundjeri Garden to the community to provide insights into Aboriginal and Torres Strait Islander heritages.	Theme 2 - Strategy 2.4	Lead: Environmental Sustainability and Open Spaces	2022-26	Operating budget
19.	Integrate native plants into public spaces and gardens across the municipality where appropriate.	Theme 2 - Strategy 2.4	Lead: Environmental Sustainability and Open Spaces	2022-26	Operating budget
20.	Investigate a series of Aboriginal heritage sites for interpretive heritage markers, which over time could form a City-wide trail.	Theme 4 - Strategy 4.2	Lead: Local Economies Support: Capital Projects and Environmental Sustainability and Open Spaces	2024-26	Budget bid required

Action Number	Action	Link to BCP Theme and Strategy	Responsibility	Timeframes	Resources Required
21.	Develop guidelines with advice and feedback from Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation around the use of signage to acknowledge Traditional Owners in Council buildings and sites of cultural significance in the City.	Theme 7 - Strategy 7.8	Lead: Strategic Communications Support: Community Planning and Development and Environmental Sustainability and Open Spaces	2023-24	Operating budget
22.	Conduct a staff assessment of Aboriginal and Torres Strait Islander cultural understanding to identify learning needs and improve workplace culture and practices, which is referred to as cultural safety. ¹¹	Theme 7 - Strategy 7.8	Lead: People, Culture and Development Support: Community Planning and Development	2023-24	Operating budget

¹¹ Cultural safety is about providing services, programs, spaces and places which are welcoming and respectful of Aboriginal and Torres Strait Islander peoples' cultures and individual differences and needs. For information about cultural safety please see the Department of Health and Human Services, Aboriginal and Torres Strait Islander Cultural Safety Framework.

Action Number	Action	Link to BCP Theme and Strategy	Responsibility	Timeframes	Resources Required
23.	Embed opportunities to collaborate with Aboriginal and Torres Strait Islander organisations to celebrate and promote culture, family, community and Country with children, young people and families.	Theme 7 - Strategy 7.8	Lead: Health and Wellbeing Services	2023-24	Operating budget
24.	Support local businesses and community groups to consider the use of signage and messaging, which creates welcoming environments, to help them attract Boroondara's diverse customers including Aboriginal and Torres Strait Islander peoples.	Theme 6 - 6.1	Lead: Local Economies Support: Community Planning and Development	2024-26	Operating budget
25.	Engage Aboriginal and Torres Strait Islander organisations to deliver Cultural Awareness Training for Council staff and Councillors to deepen their understanding and capacity to meaningfully contribute to reconciliation.	Theme 7 - Strategy 7.8	Lead: People, Culture and Development and Community Planning and Development Support: Governance	2024-25	Budget bid required

Theme 2: Relationships and Partnerships

Strategic Objective 2

Create and strengthen reciprocal relationships between Traditional Owners and other Aboriginal and Torres Strait Islander organisations and peoples, Council and the broader community so we can progress reconciliation initiatives together.

Focus areas for action

- Strengthen relationships and collaborate with the Traditional Owners, Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation
- Establish and strengthen relationships with Aboriginal and Torres Strait Islander stakeholders and peoples and identify opportunities for collaboration
- Participate in the development and delivery of spaces and places for Aboriginal and Torres Strait Islander community members in the Inner East
- Identify opportunities for collaboration with community groups and services providers, networks and local schools to progress reconciliation initiatives locally.

Action Number	Action	Link to BCP Theme and Strategy	Responsibility	Timeframes	Resources Required
26.	Develop a statement of commitment to reconciliation.	Theme 7 - Strategy 7.8	Lead: Community Planning and Development	2022-23	Operating budget

Action Number	Action	Link to BCP Theme and Strategy	Responsibility	Timeframes	Resources Required
27.	Strengthen relationships with Aboriginal and Torres Strait Islander organisations that operate or support children and young people across Boroondara.	Theme 7 - Strategy 7.8	Lead: Health and Wellbeing Services	2022-23	Operating budget
28.	Elevate the use of Wurundjeri Trail as a gathering place for local Aboriginal and Torres Strait Islander peoples.	Theme 7 - Strategy 7.8	Lead: Community Planning and Development Support: Environmental Sustainability and Open Spaces	2022-24	Operating budget
29.	Facilitate regular meetings with Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation to seek advice on the implementation of the Boroondara Reconciliation Strategy, to formalise how we work together and identify opportunities for collaboration.	Theme 7 - Strategy 7.8	Lead: Community Planning and Development	2022-26	Operating budget

Action Number	Action	Link to BCP Theme and Strategy	Responsibility	Timeframes	Resources Required
30.	Engage Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation to identify and consider opportunities to share and apply their traditional knowledge to Natural Resource Management within Boroondara, and through regional collaborations.	Theme 3 - Strategy 3.6	Lead: Environmental Sustainability and Open Spaces Support: Community Planning and Development	2022-26	Operating budget
31.	Attend existing local Aboriginal and Torres Strait Islander-led networks to facilitate relationship building, understanding of sector needs and identify collaboration opportunities to explore.	Theme 7 - Strategy 7.8	Lead: Community Planning and Development	2022-26	Operating budget
32.	Collaborate with Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation to develop a digital flyer about the Wurundjeri Trail at Chandler Reserve and deliver Elder led cultural trail walks annually for the broad community.	Theme 2 - Strategy 2.3	Lead: Environmental Sustainability and Open Spaces and Community Planning and Development	2023-24	Budget bid required

Action Number	Action	Link to BCP Theme and Strategy	Responsibility	Timeframes	Resources Required
33.	Facilitate opportunities for engagement and exchanges that deepen cultural understanding and build relationships and respect between Aboriginal and Torres Strait Islander organisations and culturally and linguistically diverse groups including the Boroondara Interfaith Network.	Theme 7 - Strategy 7.8	Lead: Community Planning and Development	2022-2023	Operating budget
34.	Develop an e-newsletter to update and inform Aboriginal and Torres Strait Islander stakeholders and the broad community about the implementation of the Boroondara Reconciliation Strategy.	Theme 7 - Strategy 7.8	Lead: Community Planning and Development	2022-26	Operating budget

Theme 3: Governance and Leadership

Strategic Objective 3

Provide a whole of Council response to reconciliation and enable the voice of Aboriginal and Torres Strait islander peoples to inform Council decision making to support equitable and inclusive opportunities and participation in the community.

Focus areas for action

- Convene an internal Council advisory committee and stakeholder network to support implementation of the Strategy
- Promote and support Aboriginal and Torres Strait Islander employment, volunteering and traineeship opportunities and ensure the organisation is culturally welcoming
- Support the procurement of goods and services from Victorian Aboriginal and Torres Strait Islander businesses
- Contribute and support state-wide advocacy efforts in consultation with Aboriginal and Torres Strait Islander stakeholders to address health inequities and the rights of Aboriginal and Torres Strait Islander peoples
- Improve accessibility to Council services and activities to ensure they are inclusive and support the needs of Aboriginal and Torres Strait Islanders peoples.

Action Number	Action	Link to BCP Theme and Strategy	Responsibility	Timeframes	Resources Required
35.	Incorporate components of Aboriginal cultural awareness in the staff wellbeing calendar, as appropriate.	Theme 7 - Strategy 7.3	Lead: People, Culture and Development	2022-23	Operating budget

Action Number	Action	Link to BCP Theme and Strategy	Responsibility	Timeframes	Resources Required
36.	Develop a guide that will support different departments across Council to build their capacity and networks to appropriately engage with the Aboriginal and Torres Strait Islander community sector in the Inner East.	Theme 7 - Strategy 7.4	Lead: Community Planning and Development	2022-23	Operating budget
37.	Contribute to a culturally safe ¹² environment in which the diverse and unique identities and experiences of Aboriginal and Torres Strait Islander children and young people are respected and valued in accordance with Council's Child Safe Policy March 2021.	Theme 1 - Strategy 1.2	Lead: Health and Wellbeing Services	2022-23	Operating budget
38.	Raise awareness of Council's commitment in its Procurement Policy to promote the attraction of Aboriginal and Torres Strait Islander enterprises.	Theme 7 - Strategy 7.2	Lead: Chief Financial Office	2022-23	Operating budget

¹² Cultural safety is about providing services, programs, spaces and places which are welcoming and respectful of Aboriginal and Torres Strait Islander peoples' cultures and individual differences and needs. For information about cultural safety please see the Department of Health and Human Services, Aboriginal and Torres Strait Islander Cultural Safety Framework.

Action Number	Action	Link to BCP Theme and Strategy	Responsibility	Timeframes	Resources Required
39.	Develop and implement an internal guide for respectful and culturally appropriate use of language and images of Traditional Owners and Aboriginal and Torres Strait Islander peoples.	Theme 7 - Strategy 7.8	Lead: Strategic Communications Support: Community Planning and Development	2023-24	Budget bid required
40.	Build a better understanding of Council staff identifying as Aboriginal and Torres Strait Islander to inform future employment and professional development opportunities.	Theme 7 - Strategy 7.3	Lead: People, Culture and Development	2023-24	Operating Budget
41.	Fulfil statutory obligations in relation to cultural heritage management under the <i>Aboriginal Heritage Act 2006</i> and <i>Aboriginal Heritage Regulations 2018</i>	Theme 4 - Strategy 4.3	Lead: Strategic and Statutory Planning	2022-26	Operating budget
42.	In collaboration and/or consultation with the Aboriginal and Torres Strait Islander sector, advocate where required on social, health and wellbeing issues which are important to Aboriginal and Torres Strait Islander peoples.	Theme 7 - Strategy 7.5	Lead: Community Planning and Development	2022-26	Operating budget

Action Number	Action	Link to BCP Theme and Strategy	Responsibility	Timeframes	Resources Required
43.	Convene the Internal Boroondara Reconciliation Advisory Committee to oversee the implementation of the Boroondara Reconciliation Strategy and invite Wurundjeri Woi-wurrung Elders and staff to attend a minimum of two meetings a year.	Theme 7 - Strategy 7.1	Lead: Community Planning and Development	2022-26	Operating budget
44.	Convene the Boroondara Reconciliation Stakeholder Network with local Aboriginal and Torres Strait Islander stakeholders and Council staff to identify opportunities to collaborate, share information, increase cultural understanding, strengthen reciprocal relationships and deliver actions as part of the Boroondara Reconciliation Strategy.	Theme 7 - Strategy 7.8	Lead: Community Planning and Development	2022-26	Operating budget
45.	Increase the accessibility of volunteering opportunities for Aboriginal and Torres Strait Islander peoples by building the capacity of Volunteer Involving Organisations to engage Aboriginal and Torres Strait Islander volunteers	Theme 1 - Strategy 1.2	Lead: Community Planning and Development	2022-24	Operating budget

Action Number	Action	Link to BCP Theme and Strategy	Responsibility	Timeframes	Resources Required
	and provide face-to-face and other services to support these groups to participate.				
46.	Assist Aboriginal and Torres Strait Islander community organisations to recruit and support volunteers through the Boroondara Volunteer Resource Centre.	Theme 1 - Strategy 1.2	Lead: Community Planning and Development	2022-26	Operating budget
47.	Develop and implement an Aboriginal and Torres Strait Islander employment strategy.	Theme 7 - Strategy 7.3	Lead: People, Culture and Development	2024-26	Budget bid required

MINUTES ATTACHMENTS



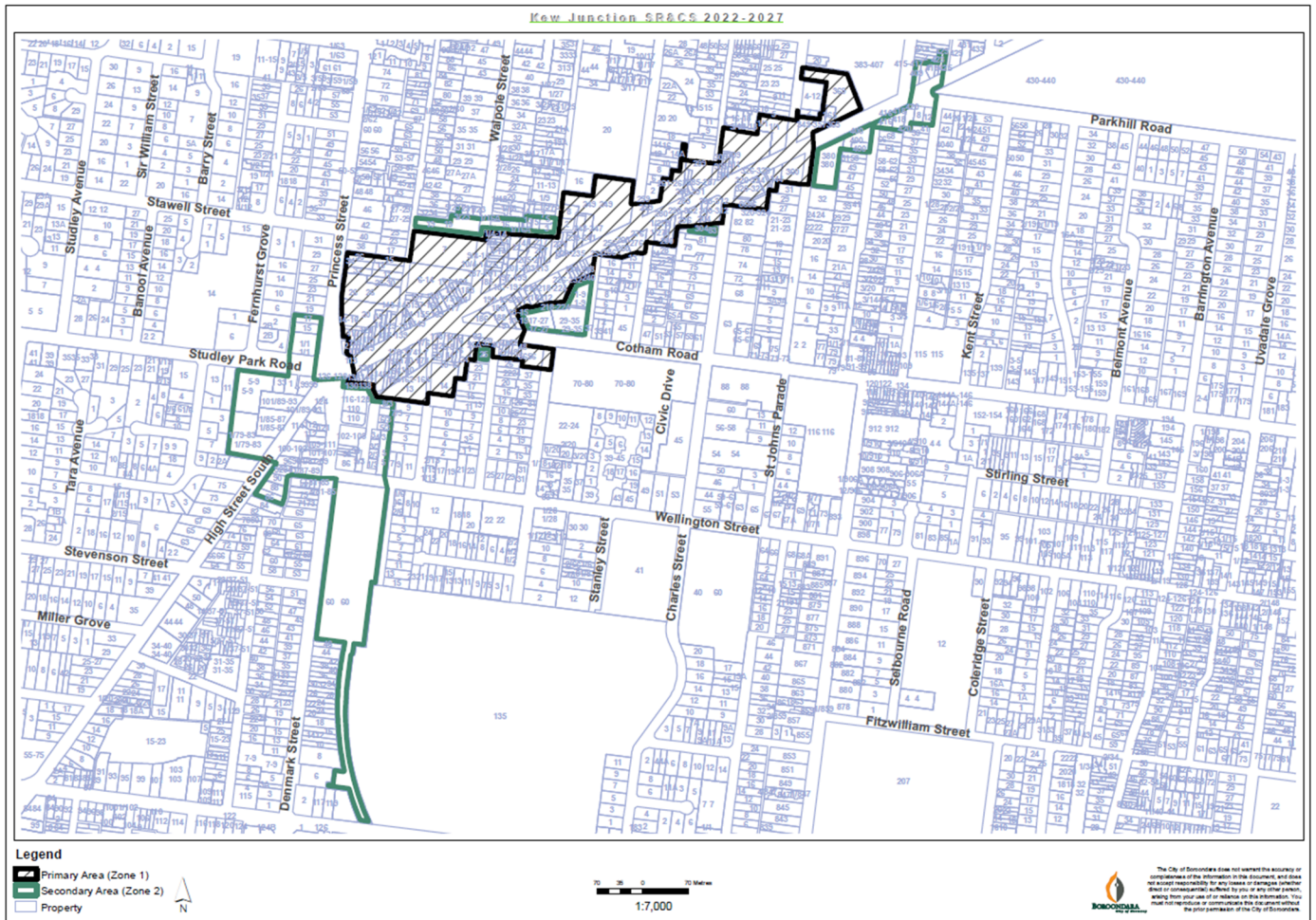
Council

Monday 28 March 2022

Attachments as annexed to the resolution:

- 7.4 Kew Junction Shopping and Business Centre -
 Marketing and Business Development Fund

Proposed Kew Junction Special Rate and Charge Scheme Area 2022 - 2027 (the Plan)



[Date]

<Owner Name>/The Occupier
<Property Address 1>
<Property Address 2>
<SUBURB> <STATE> <POSTCODE>

Property Address
<Property address>
<SUBURB> VIC <POSTCODE>

Dear Sir or Madam

Notice of Intention to declare the Kew Junction Special Rate and Charge

At the request of Kew Junction Business Association ("KJBA"), the City of Boroondara ("Council") proposes to renew the existing special rate and charge scheme ("Scheme") for the marketing and business development of the Kew Junction Shopping and Business Centre ("Centre") by declaring a new Kew Junction Special Rate and Charge ("Proposed Scheme").

A special rate and charge scheme has been in place for the Centre for a number of years and the funds collected represent an important collaborative initiative amongst all the local businesses to actively promote and market the Centre. Council supports this initiative and plays a part in collecting Scheme funds and providing this to the KJBA to implement, under Council's oversight.

This letter is to inform you of the details of the Proposed Scheme and your ability to have a say by making a submission and/or objection, should you wish to.

Outline of the Proposed Kew Junction Special Rate and Charge

On 28 March 2022 Council resolved to give notice under section 163 of the *Local Government Act* 1989 (the "**Act**") of its intention to declare the new Kew Junction Special Rate and Charge Scheme (**Proposed Scheme**). The proposed Kew Junction Special Rate and Charge will be levied on properties located in the Centre for the purpose of advertising, promotion, Centre management, business development and other incidental expenses associated with the encouragement of commerce at the Centre.

The Proposed Scheme will commence on 1 July 2022 and remain in force for a period of 5 years ending on 30 June 2027. The proposed Kew Junction Special Rate and Charge is to be levied on all rateable land located within the areas described in the **enclosed** public notice that is primarily used, or adapted or designed to be used, for commercial purposes.

How your liability will be calculated:

It is proposed that the Kew Junction Special Rate and Charge will be assessed and levied as follows:

- (i) Primary Area (Zone 1) - in the first year a rate of 0.05 cents in the dollar of the Capital Improved Value (**CIV**) of each rateable property in the Proposed Scheme area, subject to the following minimum charges per occupancy per annum:

Precinct	Minimums per annum
<u>Primary Area (Zone 1):</u> This zone includes ground and upper level properties on High Street and associated side streets generally between Kew Recreation Centre and Princess Street and the Kew Junction intersection and along Cotham Road between Gellibrand Street and the Kew Junction intersection Kew as shown on the boundary plan for the Kew Junction Special Rate and Charge.	<u>Ground level</u> Minimum - \$409 <u>Upper level/s</u> Minimum - \$204

Note: The minimum charges are consistent with the rates proposed by the KJBA and have not changed from those in the Current Scheme. Since the inception of the special rate and charge scheme for the Centre no maximums have been applied.

- (ii) Secondary Area (Zone 2) - in the first year a rate of 0.03189 cents in the dollar of the CIV of each rateable property in the Proposed Scheme area, subject to the following minimum charges per occupancy per annum:

Precinct	Minimums per annum
<u>Secondary Area (Zone 2):</u> This zone includes ground and upper level properties on High Street between Ridgeway Avenue and Highbury Grove to the south and between Kew Recreation Centre and 427 High Street to the north and south and north west of the Kew Junction intersection as well as properties north of Walton Street and adjacent properties in Walpole Street, Charles Street, corner of Cotham Road and Derrick Street and Queen Street Kew as shown on the boundary plan for the Kew Junction Special Rate and Charge.	<u>Ground level</u> Minimum - \$204 <u>Upper level/s</u> Minimum - \$155

Note: The minimum charges are consistent with the rates proposed by the KJBA and have not changed from those in the Current Scheme. Since the inception of the special rate and charge scheme for the Centre no maximums have been applied.

It is further proposed that the persons liable to pay the Kew Junction Special Rate and Charge will do so on the same date/s as Council's general rates are due, and that they be required to pay interest on any amount which has not been paid.

The quantum of the rate in the dollar of the CIV of each rateable property in the area, and the quantum of the minimum charges, will be adjusted on 1 July 2023 and on each anniversary of that date by the March quarter Consumer Price Index (All Groups, Melbourne) ("CPI") during the 12 months preceding the end of that March quarter.

The CIV of each parcel of rateable land is the CIV of that parcel of land at the time of levying the Kew Junction Special Rate and Charge in each year. The CIV may change in the period during which the Proposed Scheme is in force, reflecting any revaluations and supplementary valuations which take place.

Your rights

A copy of the proposed declaration including a detailed plan of the area of the Proposed Scheme can be viewed at the Council Offices at 8 Inglesby Road, Camberwell until Friday 6 May 2022. Electronic copies are also available at www.boroondara.vic.gov.au/business.

Objections

Any person who will be required to pay the proposed Kew Junction Special Rate and Charge is entitled to exercise a right of objection.

Usually, it is property owners who are entitled to exercise the right to object. Where this is the case, the signatory of the objection letter must be the registered property owner. Where the owner is a corporate entity, documentary evidence must be provided to demonstrate that the person signing the letter has the authority to act on behalf of the registered property owner. For example, in the case of land being registered in the name of a company, the person could enclose a company extract that shows they are a director of this company.

Alternatively, occupiers/tenants have a right to object (instead of the property owner) if they submit appropriate documentary evidence of their liability to pay the Kew Junction Special Rate and Charge. For example, this could include extracts from a lease agreement that identifies the tenant and contains a condition requiring the tenant to pay rates and charges for the property. Pursuant to section 163B(5) of the Act, only those objections that include this documentary evidence will be treated as valid. Again, where the tenant is a company, evidence will be required that the signatory has the authority to act on behalf of that tenant company.

Submissions

The right of objection described above is in addition to the right to make a submission, which is afforded to all persons, whether or not they will be required to pay the Kew Junction Special Rate and Charge.

Submissions concerning the Proposed Scheme will be considered and heard by Council on Monday 27 June 2022 at its meeting to be held at 6.30pm in the Council Chamber, Camberwell Office, Camberwell, or online via a Webex event invitation if necessary (or such other date as Council subsequently determines).

If you make a submission, you are entitled to appear personally (face to face or virtually), or to be represented by a specified person, to be heard in support of your submission. If you wish to be heard, you must state this in your submission and then register in the foyer of the Council Chamber. If the Council meeting is held virtually, you must register to speak via LocalEconomies@boroondara.vic.gov.au by midday Thursday, 24 June 2022.

How to lodge

All submissions and objections should clearly state whether they are from the owner or occupier and include the necessary documentary evidence, and state whether they support or oppose the Proposed Scheme.

Submissions and objections must be lodged by **Friday 6 May 2022** in writing, addressed and sent by mail or email to:

Manager Liveable Communities
City of Boroondara
Private Bag 1
CAMBERWELL VIC 3124

E: boroondara@boroondara.vic.gov.au

Further Information

Enclosed for your information is a brochure from the KJBA in relation to its request for renewal of the Scheme. The brochure details the KJBA activities to be funded by the Proposed Scheme. It also provides contact details for the KJBA.

Should you have any questions you may contact the Local Economies team on 03 9278 4444 or by email boroondara@boroondara.vic.gov.au.

Yours sincerely

Nick Lund
MANAGER LIVEABLE COMMUNITIES

Enclosed

- *Copy of the proposed Kew Junction Special Rate and Charge Scheme Public Notice*
- *Kew Junction Business Association brochure*

Public Notice – Notice of Intention to Declare Kew Junction Special Rate and Charge

PROPOSED DECLARATION OF KEW JUNCTION SPECIAL RATE AND CHARGE

Notice is hereby given that Boroondara City Council resolved on 28 March 2022 to give public notice of its intention to declare a Kew Junction Special Rate and Charge ("**Proposed Scheme**") pursuant to section 163 of the *Local Government Act* 1989 (the "**Act**").

The Proposed Scheme is intended to, in effect, renew the current Kew Junction Special Rate and Charge which supports the Marketing and Business Development Fund for the Kew Junction Shopping and Business Centre ('the Centre') and is due to expire on 30 June 2022.

The Proposed Scheme will be declared for the purpose of defraying the expenses of advertising, promotion, Centre management, business development and other incidental expenses associated with the encouragement of commerce at the Centre. It will commence on 1 July 2022 and remain in force for a period of five years, ending 30 June 2027.

The proposed Kew Junction Special Rate and Charge is to be levied on all rateable land located within the Centre which is primarily used, or adapted or designed to be used, for commercial purposes. A plan of the Proposed Scheme area appears below.

A copy of the proposed declaration, including a detailed map of the Proposed Scheme area, is available for inspection at Council offices at 8 Inglesby Road, Camberwell or on the Council's website at www.boroondara.vic.gov.au/business for at least 28 days after the date of this notice.

It is proposed that the Kew Junction Special Rate and Charge will be assessed and levied as follows:

- (i) Primary Area (Zone 1) - in the first year a rate of 0.05 cents in the dollar of the Capital Improved Value (CIV) of each rateable property in the Proposed Scheme area, subject to the following minimum charges per occupancy per annum:

Precinct	Minimums per annum
<u>Primary Area (Zone 1):</u> This zone includes ground and upper level properties on High Street and associated side streets generally between Kew Recreation Centre and Princess Street and the Kew Junction intersection and along Cotham Road between Gellibrand Street and the Kew Junction intersection Kew as shown on the boundary plan for the for the Kew Junction Special Rate and Charge.	<u>Ground level</u> Minimum - \$409 <u>Upper level/s</u> Minimum - \$204

Note: The minimum charges are consistent with the rates proposed by the KJBA and have not changed from those in the Current Scheme. Since the inception of the special rate and charge scheme for the Centre no maximums have been applied.

- (ii) Secondary Area (Zone 2) - in the first year a rate of 0.03189 cents the dollar of Capital Improved Value (CIV) of each rateable property in the Proposed Scheme area, subject to the following minimum charges per occupancy per annum:

Precinct	Minimums per annum
<u>Secondary Area (Zone 2):</u> This zone includes ground and upper level properties on High Street between Ridgeway Avenue and Highbury Grove to the south and between Kew Recreation Centre and 427 High Street to the north and south and north west of the Kew Junction intersection as well as properties north of Walton Street and adjacent properties in Walpole Street, Charles Street, corner of Cotham Road and Derrick Street and Queen Street Kew as shown on the boundary plan for the for the Kew Junction Special Rate and Charge.	<u>Ground level</u> Minimum - \$204 <u>Upper level/s</u> Minimum - \$155

Note: The minimum charges are consistent with the rates proposed by the KJBA and have not changed from those in the Current Scheme. Since the inception of the special rate and charge scheme for the Centre no maximums have been applied

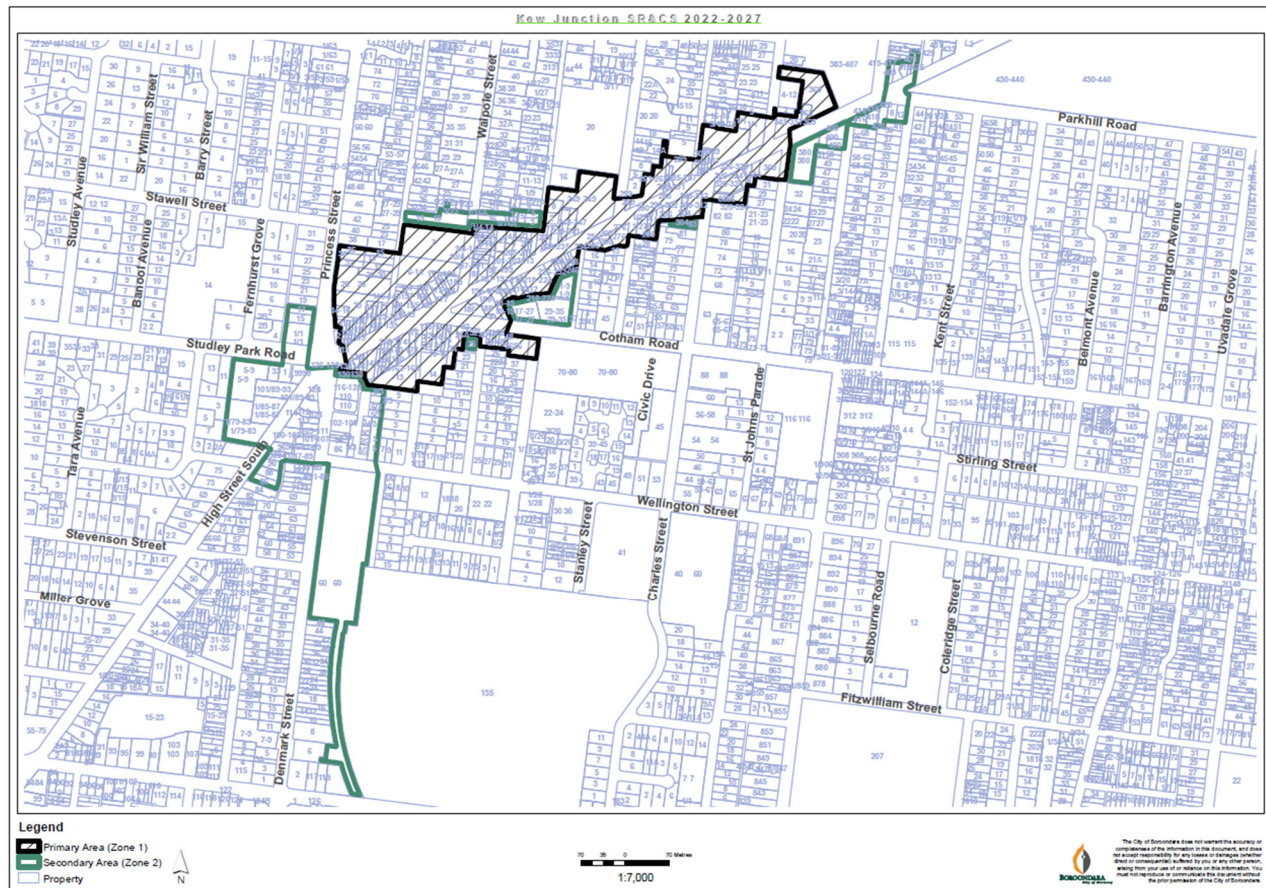
It is further proposed that the persons liable to pay the Kew Junction Special Rate and Charge will do so on the same date/s as Council's general rates are due, and that they be required to pay interest on any amount which has not been paid.

The quantum of the rate in the dollar of the CIV of each rateable property in the area, and the quantum of the minimum charges, will be adjusted on 1 July 2023 and on each anniversary of that date by the March quarter Consumer Price Index (All Groups, Melbourne) ("CPI") during the 12 months preceding the end of that March quarter.

The CIV of each parcel of rateable land is the CIV of that parcel of land at the time of levying the Kew Junction Special Rate and Charge in each year. The CIV may change in the period during which the Proposed Scheme is in force, reflecting any revaluations and supplementary valuations which take place.

In the first year, the Proposed Scheme is estimated to raise \$255,000. The Proposed Scheme is estimated to raise approximately \$1,275,000 in total over five years.

KEW JUNCTION SHOPPING AND BUSINESS CENTRE



Council considers that each rateable property included in the Proposed Scheme area that is required to pay the Kew Junction Special Rate and Charge will receive a special benefit because the viability of the Centre as a commercial, retail and professional area will be enhanced through increased economic activity.

Submissions

Any person may make a submission in relation to the Proposed Scheme. Submissions must be lodged within twenty-eight (28) days after the date of this notice, and will be considered in accordance with section 223 of the Act.

A person making a submission is entitled to request in the submission that he or she wishes to appear in person, or to be represented by a person specified in the submission, at a meeting to be heard in support of the submission. Submissions will be heard by Council at its meeting on Monday 27 June 2022 (or such other date as Council subsequently determines).

Any person making a written submission under section 223 of the Act is advised that details of submissions may be included within the official Council Agendas and Minutes which are public documents and which may be made available on Council's website.

Objections

Any person who will be required to pay the Kew Junction Special Rate and Charge is also entitled to exercise a right of objection under section 163B of the Act. An occupier of a property is entitled to exercise the right of objection if the person submits documentary evidence with their objection which shows that it is a condition of their lease that the occupier is liable to pay the Kew Junction Special Rate and Charge in respect of the property.

Objections must be made in writing and lodged within twenty-eight (28) days of the date of this notice. The right of objection is in addition to the right to make a submission.

Submissions and/or objections must be in writing and addressed and sent by mail or email to:

Manager Liveable Communities
City of Boroondara
Private Bag 1
CAMBERWELL VIC 3124

E: boroondara@boroondara.vic.gov.au

Council will consider whether to declare the Proposed Scheme at a meeting on Monday 27 June 2022 (or such other date as Council subsequently determines).

Any person requiring further information concerning the proposed declaration of the special rate and charge should in the first instance contact the Local Economies team on 03 9278 4444 or email boroondara@boroondara.vic.gov.au.

A handwritten signature in black ink, appearing to read 'Phillip Storer', is positioned above the printed name and title.

**Phillip Storer
CHIEF EXECUTIVE OFFICER**

MINUTES ATTACHMENTS



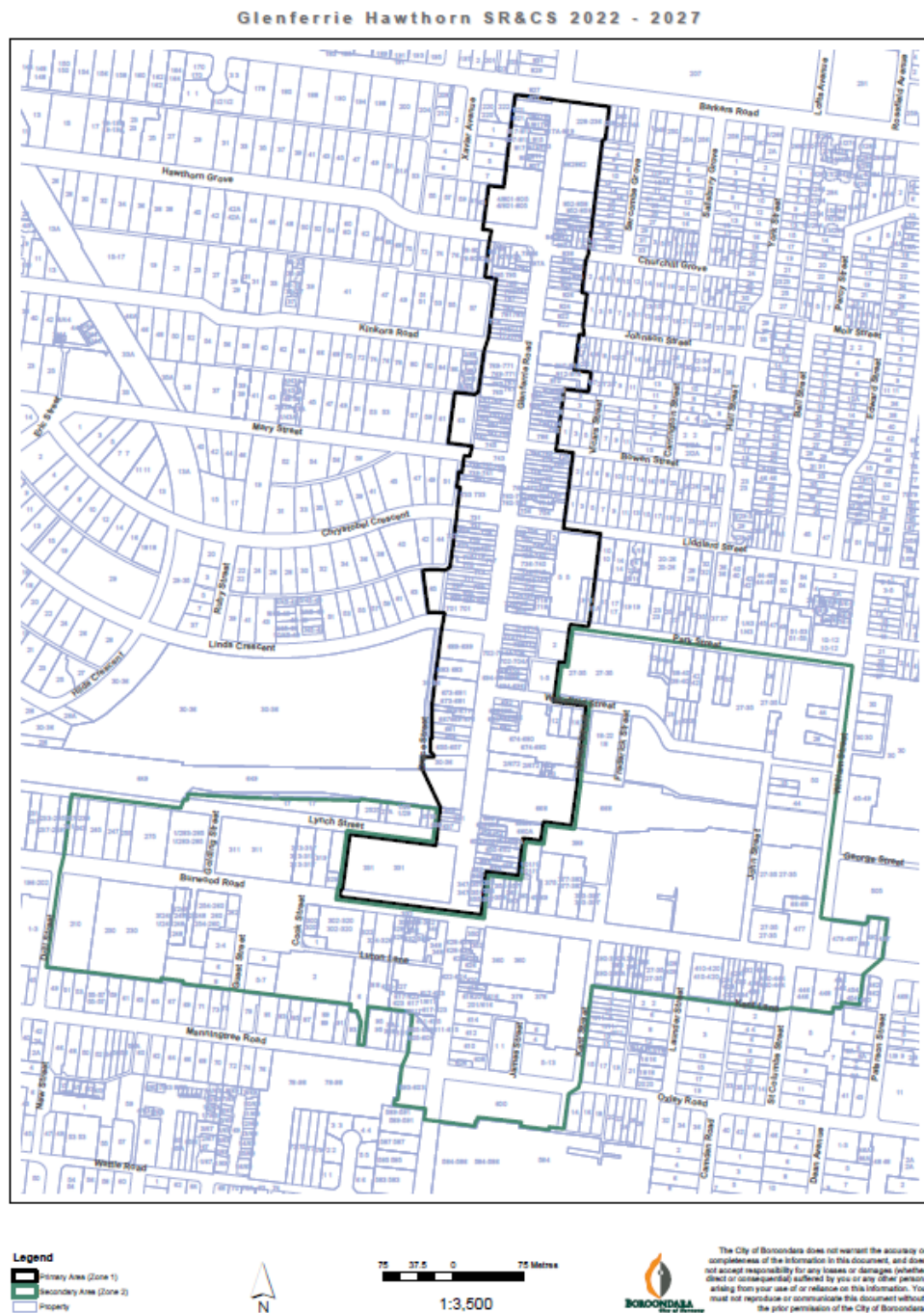
Council

Monday 28 March 2022

Attachments as annexed to the resolution:

- 7.5 Glenferrie Hawthorn Shopping and Business Centre -
Marketing and Business Development Fund

Proposed Glenferrie Hawthorn Special Rate and Charge Scheme Area 2022 - 2027 (the Plan)



[Date]

<Owner Name>/The Occupier
<Property Address 1>
<Property Address 2>
<SUBURB> <STATE> <POSTCODE>

Property Address
<Property address>
<SUBURB> VIC <POSTCODE>

Dear Sir or Madam

Notice of Intention to declare the Glenferrie Hawthorn Special Rate and Charge

At the request of Glenferrie Road Shopping Centre Association ("GRSCA"), the City of Boroondara ("Council") proposes to renew the existing special rate and charge scheme ("Current Scheme") for the marketing and business development of the Glenferrie Hawthorn Shopping and Business Centre ("Centre") by declaring a new Glenferrie Hawthorn Special Rate and Charge ("Proposed Scheme").

A special rate and charge scheme has been in place for the Centre for a number of years and the funds collected represent an important collaborative initiative amongst all the local businesses to actively promote and market the Centre. Council supports this initiative and plays a part in collecting Scheme funds and providing this to the GRSCA to implement, under Council's oversight.

This letter is to inform you of the details of the Proposed Scheme and your ability to have a say by making a submission and/or objection, should you wish to.

Outline of the Proposed Glenferrie Hawthorn Special Rate and Charge

On 28 March 2022 Council resolved to give notice under section 163 of the *Local Government Act* 1989 (the "**Act**") of its intention to declare the new Glenferrie Hawthorn Special Rate and Charge (**Proposed Scheme**). The proposed Glenferrie Hawthorn Special Rate and Charge will be levied on properties located in the Centre for the purpose of advertising, promotion, Centre management, business development and other incidental expenses associated with the encouragement of commerce at the Centre.

The Proposed Scheme will commence on 1 July 2022 and remain in force for a period of 5 years ending on 30 June 2027. The proposed Glenferrie Hawthorn Special Rate and Charge is to be levied on all rateable land located within the areas described in the **enclosed** public notice that is primarily used, or adapted or designed to be used, for commercial purposes.

How your liability will be calculated:

It is proposed that the Glenferrie Hawthorn Special Rate and Charge will be assessed and levied as follows:

- (i) Primary Area (Zone 1) - in the first year a rate of 0.021 cents in the dollar of the Capital Improved Value (**CIV**) of each rateable property in the Proposed Scheme area, subject to the following minimum and maximum charges per occupancy per annum:

Precinct	Minimum and Maximum per annum
<u>Primary Area (Zone 1):</u> This zone includes ground and upper level properties on Glenferrie Road and associated side streets between Barkers Road and Burwood Road, Hawthorn as shown on the boundary plan for the Glenferrie Hawthorn Special Rate and Charge.	<u>Ground level</u> Minimum - \$350 Maximum - \$5000 <u>Upper level/s</u> Minimum - \$220 Maximum - \$1500

Note: The minimum and maximum charges are consistent with the rates proposed by the GRSCA and have not changed from those in the Current Scheme.

- (ii) Secondary Area (Zone 2) - in the first year a rate of 0.018 cents in the dollar of the CIV of each rateable property in the Proposed Scheme area, subject to the following minimum and maximum charges per occupancy per annum:

Precinct	Minimum and Maximum per annum
<u>Secondary Area (Zone 2):</u> This zone includes ground and upper level properties on Burwood Road and associated side streets between Drill Street and Paterson Street, Hawthorn as shown on the boundary plan for the Glenferrie Hawthorn Special Rate and Charge.	<u>Ground level</u> Minimum - \$250 Maximum - \$3600 <u>Upper level/s</u> Minimum - \$120 Maximum - \$1000

Note: The minimum and maximum charges are consistent with the rates proposed by the GRSCA and have not changed from those in the Current Scheme.

It is further proposed that the persons liable to pay the Glenferrie Hawthorn Special Rate and Charge will do so on the same date/s as Council's general rates are due, and that they be required to pay interest on any amount which has not been paid.

The quantum of the rate in the dollar of the CIV of each rateable property in the area, and the quantum of the minimum and maximum charges, will be adjusted on 1 July 2023 and on each

anniversary of that date by the March quarter Consumer Price Index (All Groups, Melbourne) ("CPI") during the 12 months preceding the end of that March quarter.

The CIV of each parcel of rateable land is the CIV of that parcel of land at the time of levying the Glenferrie Hawthorn Special Rate and Charge in each year. The CIV may change in the period during which the Proposed Scheme is in force, reflecting any revaluations and supplementary valuations which take place.

Your rights

A copy of the proposed declaration including a detailed plan of the area of the Proposed Scheme can be viewed at the Council Offices at 8 Inglesby Road, Camberwell until Friday 6 May 2022. Electronic copies are also available at www.boroondara.vic.gov.au/business.

Objections

Any person who will be required to pay the proposed Glenferrie Hawthorn Special Rate and Charge is entitled to exercise a right of objection.

Usually, it is property owners who are entitled to exercise the right to object. Where this is the case, the signatory of the objection letter must be the registered property owner. Where the owner is a corporate entity, documentary evidence must be provided to demonstrate that the person signing the letter has the authority to act on behalf of the registered property owner. For example, in the case of land being registered in the name of a company, the person could enclose a company extract that shows they are a director of this company.

Alternatively, occupiers/tenants have a right to object (instead of the property owner) if they submit appropriate documentary evidence of their liability to pay the Glenferrie Hawthorn Special Rate and Charge. For example, this could include extracts from a lease agreement that identifies the tenant and contains a condition requiring the tenant to pay rates and charges for the property. Pursuant to section 163B(5) of the Act, only those objections that include this documentary evidence will be treated as valid. Again, where the tenant is a company, evidence will be required that the signatory has the authority to act on behalf of that tenant company.

Submissions

The right of objection described above is in addition to the right to make a submission, which is afforded to all persons, whether or not they are required to pay the Glenferrie Hawthorn Special Rate and Charge.

Submissions concerning the Proposed Scheme will be considered and heard by Council on Monday 27 June 2022 at its meeting to be held at 6.30pm in the Council Chamber, Camberwell Office, Camberwell, or online via a Webex event invitation if necessary (or such other date as Council subsequently determines).

If you make a submission, you are entitled to appear personally (face to face or virtually), or to be represented by a specified person, to be heard in support of your submission. If you wish to be heard, you must state this in your submission and then register in the foyer of the Council Chamber. If the Council meeting is held virtually, you must register to speak via LocalEconomies@boroondara.vic.gov.au by midday Thursday, 24 June 2022.

How to lodge

All submissions and objections should clearly state whether they are from the owner or occupier and include the necessary documentary evidence, and state whether they support or oppose the Proposed Scheme.

Submissions and objections must be lodged by **Friday 6 May 2022** in writing, addressed and sent by mail or email to:

Manager Liveable Communities
City of Boroondara
Private Bag 1
CAMBERWELL VIC 3124

E: boroondara@boroondara.vic.gov.au

Further information

Enclosed for your information is a brochure from the GRSCA in relation to its request for renewal of the Scheme. The brochure details the GRSCA activities to be funded by the Proposed Scheme. It also provides contact details for the GRSCA.

Should you have any questions you may contact the Local Economies team on 03 9278 4444 or by email boroondara@boroondara.vic.gov.au.

Yours sincerely

Nick Lund
MANAGER LIVEABLE COMMUNITIES

Enclosed

- *Copy of the proposed Glenferrie Hawthorn Special Rate and Charge Scheme Public Notice*
- *Glenferrie Road Shopping Centre Association brochure*

Public Notice – Notice of Intention to Declare Glenferrie Hawthorn Special Rate and Charge

PROPOSED DECLARATION OF GLENFERRIE HAWTHORN SPECIAL RATE AND CHARGE

Notice is hereby given that Boroondara City Council resolved on 28 March 2022 to give public notice of its intention to declare a Glenferrie Hawthorn Special Rate and Charge ("**Proposed Scheme**") pursuant to section 163 of the *Local Government Act* 1989 (the "**Act**").

The Proposed Scheme is intended to, in effect, renew the current Glenferrie Hawthorn Special Rate and Charge which supports the Marketing and Business Development Fund for the Glenferrie Hawthorn Shopping and Business Centre ('the Centre') and is due to expire on 30 June 2022.

The Proposed Scheme will be declared for the purpose of defraying the expenses of advertising, promotion, Centre management, business development and other incidental expenses associated with the encouragement of commerce at the Centre. It will commence on 1 July 2022 and remain in force for a period of five years, ending 30 June 2027.

The proposed Glenferrie Hawthorn Special Rate and Charge is to be levied on all rateable land located within the Centre which is primarily used, or adapted or designed to be used, for commercial purposes. A plan of the Proposed Scheme area appears below.

A copy of the proposed declaration, including a detailed map of the Proposed Scheme area, is available for inspection at Council offices at 8 Inglesby Road, Camberwell or on the Council's website at www.boroondara.vic.gov.au/business for at least 28 days after the date of this notice.

It is proposed that the Glenferrie Hawthorn Special Rate and Charge will be assessed and levied as follows:

- (i) Primary Area (Zone 1) - in the first year a rate of 0.021 cents in the dollar of the Capital Improved Value (CIV) of each rateable property in the Proposed Scheme area, subject to the following minimum and maximum charges per occupancy per annum:

Precinct	Minimum and Maximum per annum
<u>Primary Area (Zone 1):</u> This zone includes ground and upper level properties on Glenferrie Road and associated side streets between Barkers Road and Burwood Road, Hawthorn as shown on the boundary plan for the Glenferrie Hawthorn Special Rate and Charge.	<u>Ground level</u> Minimum - \$350 Maximum - \$5000 <u>Upper level/s</u> Minimum - \$220 Maximum - \$1500

Note: The minimum and maximum charges are consistent with the rates proposed by the GRSCA and have not changed from those in the Current Scheme.

- (ii) Secondary Area (Zone 2) - in the first year a rate of 0.018 cents in the dollar of the Capital Improvement Value (CIV) of each rateable property in the Proposed Scheme area, subject to the following minimum and maximum charges per occupancy per annum:

Precinct	Minimum and Maximum per annum
<u>Secondary Area (Zone 2):</u> This zone includes ground and upper level properties on Burwood Road and associated side streets between Drill Street and Paterson Street, Hawthorn as shown on the boundary plan for the Glenferrie Hawthorn Special Rate and Charge.	<u>Ground level</u> Minimum - \$250 Maximum - \$3600 <u>Upper level/s</u> Minimum - \$120 Maximum - \$1000

Note: The minimum and maximum charges are consistent with the rates proposed by the GRSCA and have not changed from those in the Current Scheme.

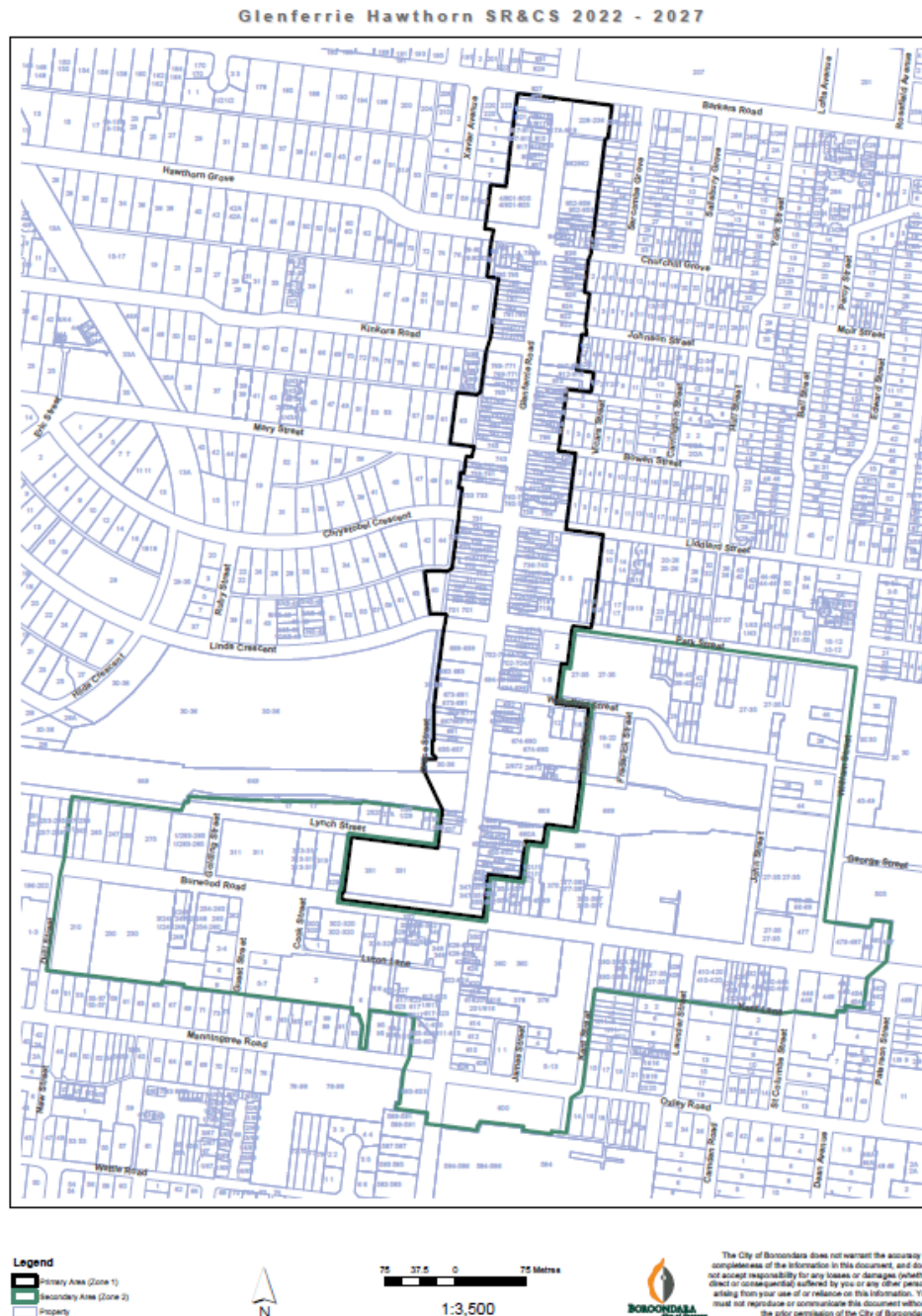
It is further proposed that the persons liable to pay the Glenferrie Hawthorn Special Rate and Charge will do so on the same date/s as Council's general rates are due, and that they be required to pay interest on any amount which has not been paid.

The quantum of the rate in the dollar of the CIV of each rateable property in the area, and the quantum of the minimum and maximum charges, will be adjusted on 1 July 2023 and on each anniversary of that date by the March quarter Consumer Price Index (All Groups, Melbourne) ("CPI") during the 12 months preceding the end of that March quarter.

The CIV of each parcel of rateable land is the CIV of that parcel of land at the time of levying the Glenferrie Hawthorn Special Rate and Charge in each year. The CIV may change in the period during which the Proposed Scheme is in force, reflecting any revaluations and supplementary valuations which take place.

In the first year, the Proposed Scheme is estimated to raise \$209,375. The Proposed Scheme is estimated to raise approximately \$1,046,875 in total over five years.

GLENFERRIE HAWTHORN SHOPPING AND BUSINESS CENTRE



Council considers that each rateable property included in the Proposed Scheme area that is required to pay the Glenferrie Hawthorn Special Rate and Charge will receive a special benefit because the viability of the Centre as a commercial, retail and professional area will be enhanced through increased economic activity.

Submissions

Any person may make a submission in relation to the Proposed Scheme. Submissions must be lodged within twenty-eight (28) days after the date of this notice, and will be considered in accordance with section 223 of the Act.

A person making a submission is entitled to request in the submission that he or she wishes to appear in person, or to be represented by a person specified in the submission, at a meeting to be heard in support of

the submission. Submissions will be heard by Council at its meeting on Monday 27 June 2022 (or such other date as Council subsequently determines).

Any person making a written submission under section 223 of the Act is advised that details of submissions may be included within the official Council Agendas and Minutes which are public documents and which may be made available on Council's website.

Objections

Any person who will be required to pay the Glenferrie Hawthorn Special Rate and Charge is also entitled to exercise a right of objection under section 163B of the Act. An occupier of a property is entitled to exercise the right of objection if the person submits documentary evidence with their objection which shows that it is a condition of their lease that the occupier is liable to pay the Glenferrie Hawthorn Special Rate and Charge in respect of the property.

Objections must be made in writing and lodged within twenty-eight (28) days of the date of this notice. The right of objection is in addition to the right to make a submission.

Submissions and/or objections must be in writing and addressed and sent by mail or email to:

Manager Liveable Communities
City of Boroondara
Private Bag 1
CAMBERWELL VIC 3124

E: boroondara@boroondara.vic.gov.au.

Council will consider whether to declare the Proposed Scheme at a meeting on Monday 27 June 2022 (or such other date as Council subsequently determines).

Any person requiring further information concerning the proposed declaration of the special rate and charge should in the first instance contact the Local Economies team on 03 9278 4444 or email boroondara@boroondara.vic.gov.au.



Phillip Storer
CHIEF EXECUTIVE OFFICER

MINUTES ATTACHMENTS



Council

Monday 28 March 2022

Attachments as annexed to the resolution:

7.6 January 2022 Monthly Financial Report

City of Boroondara

Monthly Financial Report

January
2022

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1. Executive Overview

1.1 Introduction and overview

The Monthly Performance Report for January 2022 has been prepared in accordance with Australian Accounting Standards.

This monthly report is designed to identify major variations against the October 2021 Amended Budget at an organisational level.

The year to date and annual budget referred to in this report reflects the October 2021 Amended Budget approved by Council on 25 October 2021 which includes the carry forward funding for final 2020-21 priority projects and capital works forward commitments.

1.2 Key financial highlights and overview

Key financial summary	ANNUAL ORIGINAL BUDGET	YTD ACTUAL (1)	YTD BUDGET (2)	YTD VARIANCE (1) - (2)	YTD VARIANCE (1) / (2)	STATUS YTD VARIANCE	ANNUAL OCTOBER AMENDED BUDGET (3)
	\$'000	\$'000	\$'000	\$'000	%		\$'000
Surplus/(Deficit) for the year	9,012	92,390	85,339	7,051	8%	✓	(735)
Recurrent income	253,495	222,593	225,274	(2,681)	-1%	—	243,851
Recurrent expenditure	219,827	119,648	126,726	7,078	6%	✓	221,267
Capital works							
Expenditure *	101,586	32,887	41,299	8,412	20%	✓	99,690
Priority projects							
Expenditure *	32,061	13,223	19,492	6,269	32%	✓	39,639
Closing cash and investments **	103,728	85,664	66,984	18,680	28%	✓	100,065

** Please refer to page 8 for further details and explanation of closing cash and investments.

Status legend:

✓	Above budgeted revenue or under budgeted expenditure.
—	Below budgeted revenue or over budgeted expenditure by <10%.
✗	Below budgeted revenue or over budgeted expenditure by >10%.

The overall financial position at 31 January 2022 is satisfactory with a working capital ratio of 3.35 to 1 (including cash contingency for emergency response works and reserve funds of \$22.47 million).

Storm Event - October 2021

During October 2021, the City encountered severe winds bringing down trees and causing damage across a number of Council locations. Actual expenditure as at 31 January 2022 is \$554,612. Considering these events, the cash contingency will be reduced by this amount. Total forecast expenditure is expected to be around \$850,000

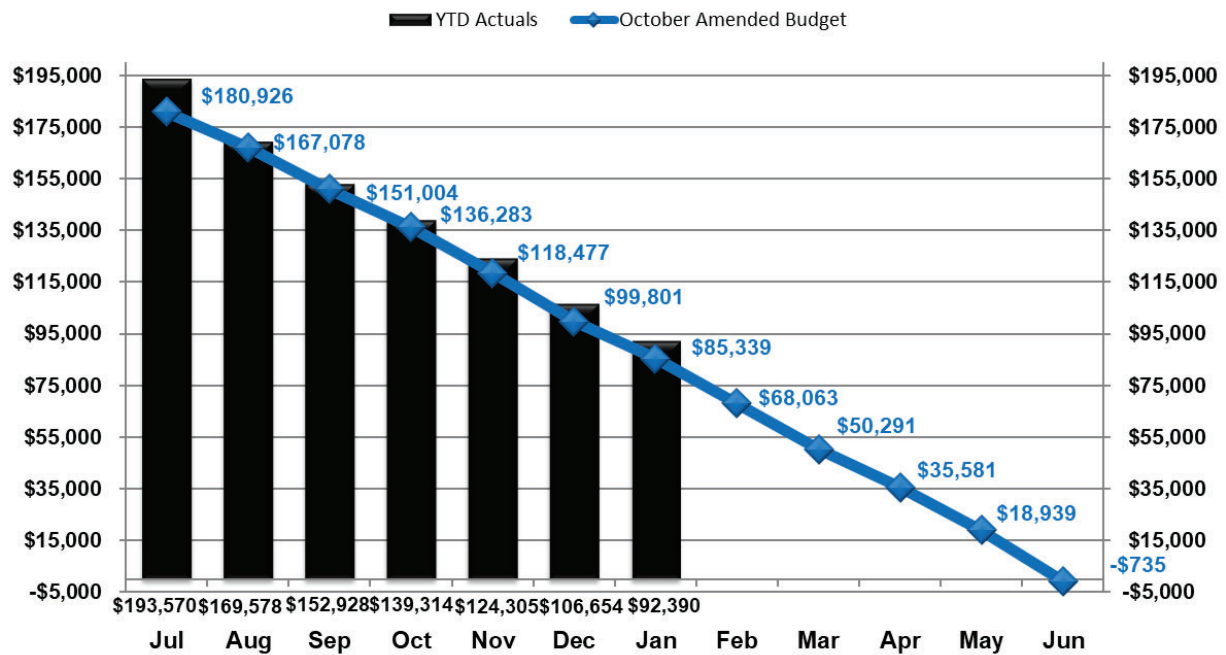
Surplus Result

Year to date actual vs. October Amended Budget

The year to date surplus result of \$92.39 million as per the budget is due to the striking of full year annual rates in August 2021. The surplus result will reduce over the course of the year as Council delivers services to the community. In addition, the favourable result against year to date budget of \$7.05 million or 8% is due to timing differences for income and expenditure across Council. Refer to **Section 2 Financial Overview** for details on Council's financial performance.

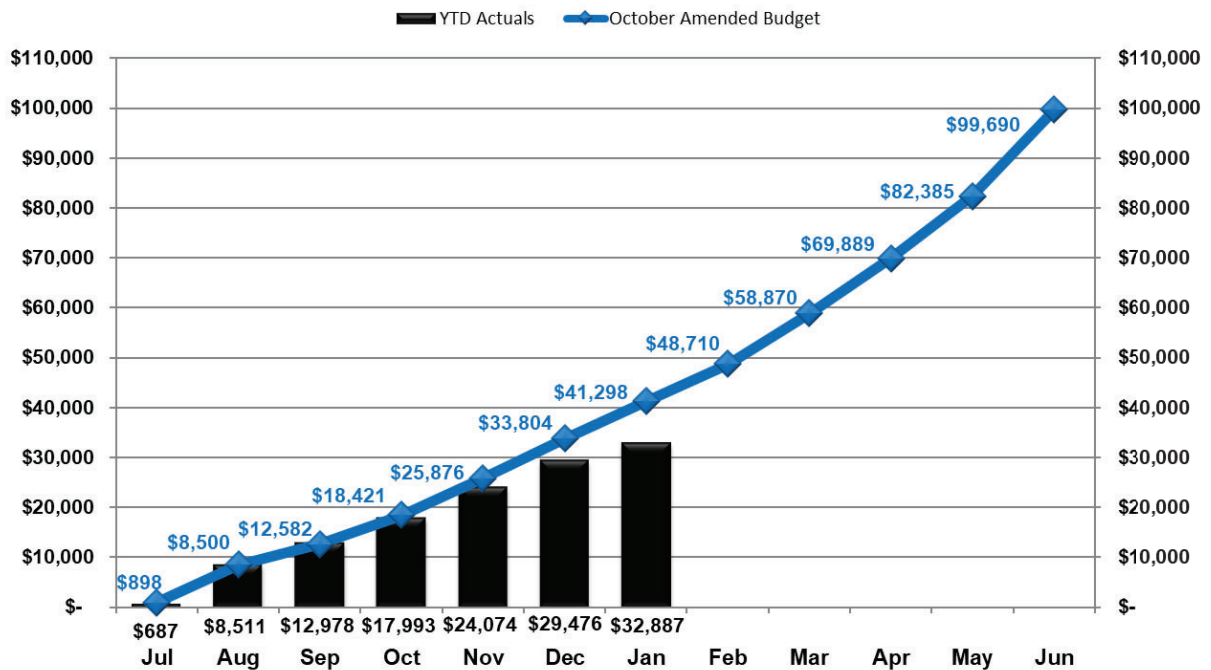
Please refer to the graphical representation below of actual year to date surplus result versus the October Amended Budget.

Surplus/(Deficit) Result 2021-22 Surplus Result vs October Amended Budget \$'000



Capital Works

Capital Works Projects 2021-22 Cumulative Budget vs Actual Expenditure All Projects - \$'000

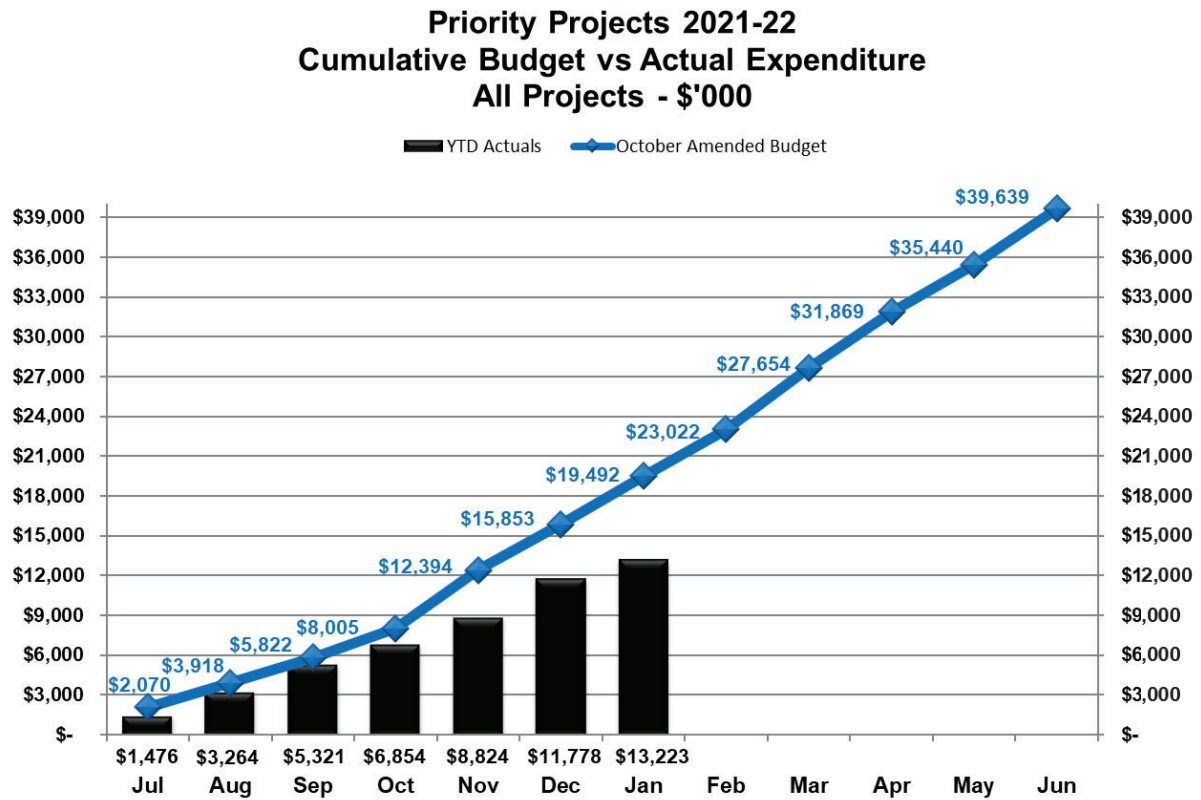


Council's year to date performance in gross capital works expenditure is \$32.89 million which is \$8.41 million below year to date budget phasing of \$41.30 million.

Capital works committed expenditure as at 31 January 2022 is \$49.95 million (year to date actual and commitments equates to \$82.84 million) and includes committed expenditure for multi-year projects with the most significant being Kew Recreation Centre and Canterbury Community Precinct.

Please refer to **Section 2.4 Capital Works** for further explanation.

Priority Projects



Council's year to date performance in gross priority project expenditure is \$13.22 million which is \$6.27 million below year to date budget phasing of \$19.49 million.

Priority projects committed expenditure as at 31 January 2022 is \$24.43 million (year to date actual and commitments equates to \$37.65 million).

Please refer to **Section 2.3 Priority Projects** for further explanation.

2. Financial overview

2.1 Income Statement

The year to date surplus result of \$92.39 million is \$7.05 million above the October Amended Budget surplus of \$85.34 million. The favourable result against year to date budget is due to a number of factors which are outlined below.

Year to date total recurrent and non-recurrent income is below budget by (\$5.86 million) comprising recurrent income of (\$2.68 million) below budget and non-recurrent income of (\$3.18 million) below budget, while year to date total recurrent and non-recurrent expenditure is \$13.35 million (\$7.08 million + \$6.27 million) below budget.

The following table includes explanations on major income and expenditure line variances over \$75,000 against the year to date budget.

Definitions

Timing (T) = Year to date expenditure or income level is less/more than anticipated in the budget phasing. Anticipated this variance will correct by end of financial year without management action.

Permanent (P) = The dollars outlined as a permanent variance are anticipated to add/reduce the end of year result.

Forecast = Where a permanent variance has been determined, an expected full year forecast variance has been noted.

Phasing = When anticipated spread of expenditure/income across the financial year is expected to be spent/received.

Year to date actual vs. year to date budget variations.

Income		
Income line	Expected variance (P)ermanent (T)iming	Explanation Year to date actual vs year to date budget variations
Rates and charges (including waste) \$115,000	T	Higher than budgeted income: <ul style="list-style-type: none"> \$115,000 - rates and charges income, primarily in interest on rates.
Statutory fees and fines (\$865,000)	P T T	Lower than budgeted income: <ul style="list-style-type: none"> (\$515,000) - parking management income due to COVID-19 impacts. (\$205,000) - trade permits income. (\$136,000) - lodgement fee income, primarily in swimming pool and spa registrations.

Income		
Income line	Expected variance (P)ermanent (T)iming	Explanation Year to date actual vs year to date budget variations
User fees (\$815,000)	T T T T	Lower than budgeted income: <ul style="list-style-type: none"> • (\$349,000) - other service fees and charges, primarily in general waste due to reduced usage in the transfer station during COVID-19 restrictions. • (\$213,000) - lodgement fees, primarily in swimming pool and spa registrations income. • (\$152,000) - fines income, primarily in revenue and property services • (\$87,000) - other charges and income, primarily in green waste due to reduced usage in the transfer station during COVID-19 restrictions.
Operating Grants \$198,000	T	Higher than budgeted income: <ul style="list-style-type: none"> • \$198,000 - grants operating - primarily due to Immunisation Services funding received ahead of year to date planned budget phasing.
Contributions Cash (\$865,000)	T	Lower than budgeted income: <ul style="list-style-type: none"> • (\$879,000) - developers open space contributions behind year to date planned budget phasing.
Other income (\$439,000)	T T	Lower than budgeted income: <ul style="list-style-type: none"> • (\$272,000) - fresh food market rental abatement. • (\$92,000) - other income, primarily right of ways income.

Expenditure		
Expense line	Expected variance (P)ermanent (T)iming	Explanation Year to date actual vs year to date budget variations
Employee costs \$2.01 million	T T T T	Lower than budgeted expenditure: <ul style="list-style-type: none"> • \$3.30 million - salaries and associated costs primarily due to staff vacancies across the organisation. • \$82,000 - apprentices and traineeships across the organisation. Offset by higher than budgeted expenditure: <ul style="list-style-type: none"> • (\$1.13 million) - temporary staff filling vacancies across the organisation. • (\$285,000) - overtime, casuals and relievers filling vacancies across the organisation.

Expenditure		
Expense line	Expected variance (P)ermanent (T)iming	Explanation Year to date actual vs year to date budget variations
Materials and services \$4.69 million	T	Lower than budgeted expenditure: <ul style="list-style-type: none"> \$767,000 - specialist tree work, high voltage works and block tree pruning in Environmental Sustainability and Open Space. \$666,000 - capital works in progress (items expensed due to not meeting the asset capitalisation criteria - this is a non-cash accounting entry). \$602,000 - waste recycling disposal expense. \$392,000 - licencing and maintenance contracts. \$247,000 - professional services and advice. \$185,000 - fleet excess claims expense. \$184,000 - telephone, internet and data sim cards. \$184,000 - water supply expense. \$163,000 - legal fees expense. \$139,000 - application support expense. \$115,000 - electricity expense. \$109,000 - printing expense. \$108,000 - stump removal expense. \$105,000 - non staff catering expense. \$102,000 - postage expense. \$97,000 - consultants expense. \$96,000 - landscape contractor expense. \$93,000 - painting services expense. \$84,000 - petrol expense. \$80,000 - line marking expense. Offset by higher than budgeted expenditure: <ul style="list-style-type: none"> (\$534,000) - trade services expense across the organisation. (\$176,000) - recruitment costs across the organisation. (\$100,000) - plumbing expense. (\$76,000) - drainage cleaning and maintenance expense.
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Bad and doubtful debts \$314,000	T	Lower than budgeted expenditure: <ul style="list-style-type: none"> \$381,000 - bad and doubtful debts expense primarily in parking management.

2.2 Balance Sheet and Cash Flow Statement

Cash and investment holdings are \$85.66 million as at 31 January 2022 which has decreased by \$9.29 million from 30 June 2021.

Total cash and investment holdings are \$18.68 million higher than year to date budget primarily due to:

- Lower than budgeted materials and services of \$8.89 million due to timing of cash outflows.
- Higher than budgeted rates and charges of \$7.83 million due to timing and a slightly higher collection rate (54.72%) than anticipated (53%).
- Employee costs are lower than budgeted primarily due to staff vacancies across the organisation.

Partially offset by:

- Grants - operating lower than budget (\$1.27 million) due to timing and being behind planned budget phasing.
- Developer contributions lower than budget (\$739,000) due to timing.

The Balance Sheet as at 31 January 2022 indicates a satisfactory result with total current assets of \$194.09 million and total current liabilities of \$57.97 million.

The working capital ratio of 3.35 to 1 (includes a 0.5% or \$829,000 cash contingency for emergency response works and reserve funds of \$22.47 million) reflects the increase in current debtors resulting from the striking of the rates which will reduce by 30 June 2022 as Council funds its operating programs and capital works. The rate debt will be repaid over the remainder of the financial year in accordance with the payment options chosen by ratepayers.

2.3 Priority Projects

Council's year to date performance in gross priority project expenditure is \$13.22 million which is \$6.27 million below year to date budget phasing of \$19.49 million, primarily due to expenditure delays, the most significant being:

- **81082 - BC1 Program Resources - \$1.95 million**
Project activity is currently on schedule. The current variance is attributed to recruitment for roles across the program taking longer in the COVID-19 environment. This variance is expected to reduce as new resources are on-boarded.
- **81084 - System Development and Implementation- \$1.87 million**
This variance has arisen due to a delay completing negotiations for the core applications system implementation work that is part of the Transforming Boroondara program. Negotiations are now complete, and work is scheduled to commence in the current quarter. Works will be accelerated, and the variance is expected to be reduced by the end of the 2021-22 financial year.
- **81081 - BC1 Program delivery partner - \$573,000**
This variance has arisen due to a delay receiving invoices for work completed in the previous quarter. This has now been resolved and the future variances are expected to be reduced.
- **80931 - North East Link - \$488,000**
The North East Link (NEL) is a multi-year project, now expected to be completed in 2027-18. The project has been primarily delayed due to COVID-19 restrictions and recent shutdowns across the construction sector, which has resulted in less expenditure in the first half of the year than anticipated.
- **80968 - Boroondara Customer First Delivery and project support- \$375,000**
The current variance is a result of deferral of contract spending relating to the Transforming Boroondara program into the next quarter. As a result, the variance will be resolved late in the third quarter of the 2021-22 financial year. The project schedule has not been impacted.
- **80977 - Enterprise Change and Communications - \$245,000**
Project activity is currently on schedule. The variance is attributed to recruitment of roles in the program's change and governance teams which is currently being undertaken. This variance is expected to reduce as resources are on-boarded.

Priority projects committed expenditure as at 31 January 2022 is \$24.43 million (year to date actual and commitments equates to \$37.65 million).

Refer to **page 4 Executive overview** for graphical representation of priority projects year to date budget, actual and committed expenditure

2.4 Capital Works

Council's year to date performance in gross capital works expenditure is \$32.89 million which is \$8.41 million below year to date budget phasing of \$41.30 million, primarily due to expenditure delays, the most significant being:

- **71636 & 71637 - Roads resheeting and Full road reconstruction and kerb replacements - \$1.95 million**
Works have been delayed due to COVID-19 restrictions limiting the number of people allowed on site and recently with reduced staffing levels due to COVID-19 positive cases impacting scheduling. Pending a return to full works from February 2022, works are programmed to be completed by the end of the financial year.
- **72915 - Freeway Golf course reconfiguration works - \$508,000**
Works are progressing on schedule, Council is awaiting invoices for progress payments to date. Physical works are scheduled to be completed in April 2022 to enable grass to establish prior to reopening the golf course in late 2022.
- **72769, 72770, 72771 & 72772 - Canterbury Community Precinct - \$475,000**
This is a multi-year project. There have been a number of COVID-19 impacts, including workforce reductions and supply chain delays, that have resulted in works being delayed. The delayed program will extend the work scheduled however the project is anticipated to remain on track for completion by late 2022.
- **71794 - Future Information Technology expenditure - \$438,000**
Works have been delayed due to COVID-19 restrictions, which also continues to limit the availability of equipment. With restrictions having been extended, the program is progressing slower than anticipated with some underspend expected at the end of financial year.
- **72901 - Climate Action Plan - emissions reduction work - \$309,000**
A variety of projects are scheduled in accordance with the Climate Action Plan Implementation and will be delivered this financial year. Key projects include solar panel installations on Council facilities and electric charging stations in Council owned public car parks for community use.
- **72836 - Victoria Park regional playground - \$256,000**
Construction is due to commence mid-February 2022 and is anticipated for completion late 2022.
- **72607, 72686, 72776 - Kew Recreation Centre - \$251,000**
This is a multi-year project. There have been a number of COVID-19 restrictions, including workforce reductions, that have resulted in the programmed works being delayed. There have been delays associated with the arrival of structural steel so scheduled works have been re-planned to minimise the impact on site. Project remains on track for completion by mid 2023.

Capital works committed expenditure as at 31 January 2022 is \$49.95 million (year to date actual and commitments equates to \$82.84 million).

Refer to **page 3 Executive overview** for graphical representation of capital works year to date budget and actual expenditure.

3. Financial statements

3.1 Income Statement

	ANNUAL ORIGINAL BUDGET	YTD ACTUAL (1)	YTD BUDGET (2)	YTD VARIANCE (1) - (2)	YTD VARIANCE	ANNUAL OCTOBER AMENDED BUDGET (3)
	\$'000s	\$'000s	\$'000s	\$'000s	%	\$'000s
Recurrent income						
Rates and charges	199,247	199,238	199,123	115	0%	199,398
Statutory fees and fines	16,515	5,221	6,086	(865)	-14%	10,648
User fees	15,751	4,679	5,494	(815)	-15%	11,164
Grants - operating	11,227	8,239	8,041	198	2%	11,630
Contributions - cash	5,150	2,388	3,253	(865)	-27%	5,576
Rental income	2,690	1,372	1,354	18	1%	2,450
Other income	2,415	1,338	1,777	(439)	-25%	2,735
Interest	500	118	146	(28)	-19%	250
Total recurrent income	253,495	222,593	225,274	(2,681)	-1%	243,851
Recurrent expenditure						
Employee costs	93,353	51,453	53,467	2,014	4%	93,499
Materials and services	73,270	38,315	43,000	4,685	11%	73,951
Bad and doubtful debts	1,790	773	1,087	314	29%	2,510
Depreciation and amortisation ¹	37,023	21,662	21,662	-	0%	37,149
Amortisation - right of use assets	4,095	2,388	2,388	-	0%	4,095
Borrowing costs	2,121	744	744	-	0%	2,121
Finance costs - leases	341	199	199	-	0%	342
Other expenses	7,834	4,114	4,179	65	2%	7,600
Total recurrent expenditure	219,827	119,648	126,726	7,078	6%	221,267
Net recurrent operating surplus	33,668	102,945	98,548	4,397	4%	22,584
Non-recurrent income						
Priority projects income	2,233	1,031	1,737	(706)	-41%	3,129
Capital works income	7,935	2,071	4,546	(2,475)	-54%	15,954
Total non-recurrent income	10,168	3,102	6,283	(3,181)	-51%	19,083
Non-recurrent expenditure						
Priority projects expenditure	32,061	13,223	19,492	6,269	32%	39,639
Total non-recurrent expenditure	32,061	13,223	19,492	6,269	32%	39,639
Net non recurrent operating surplus (deficit)	(21,893)	(10,121)	(13,209)	3,088	-23%	(20,556)
Net gain (loss) on disposal of property, infrastructure, plant and equipment	(2,763)	(434)	-	(434)	100%	(2,763)
Surplus/(Deficit) for the year ²	9,012	92,390	85,339	7,051	8%	(735)

Note: All numbers are rounded to the nearest thousand.

1. Depreciation and amortisation primarily relates to property, plant, equipment and infrastructure assets.
2. The year to date surplus result of \$93.39 million as per the budget is due to the striking of full year annual rates in August 2021. The surplus result will reduce over the course of the year as Council delivers services to the community. In addition, the favourable result against year to date budget of \$7.05 million or 8% is due to timing differences for income and expenditure. Refer to Section 2 Financial Overview for details on Council's financial performance.

3.2 Balance Sheet

	31 Jan 2022 \$'000	30 Jun 2021 \$'000	31 Jan 2021 \$'000
Current assets			
Cash and cash equivalents ¹	85,664	82,942	108,977
Other financial assets ¹	-	12,009	-
Trade and other receivables	107,079	24,562	105,436
Prepayments	1,348	2,682	964
Total current assets	194,091	122,195	215,377
Non-current assets			
Financial assets	4	4	4
Property, plant and equipment, infrastructure	4,048,032	4,038,119	3,555,653
Right of use assets	9,026	10,533	9,840
Intangible assets	584	584	348
Investment property	8,745	8,745	8,935
Total non-current assets	4,066,391	4,057,985	3,574,780
Total assets	4,260,482	4,180,180	3,790,157
Current liabilities			
Trade and other payables	9,755	22,809	9,455
Interest-bearing liabilities	651	1,674	614
Provisions	19,921	20,723	19,809
Trust funds and deposits	13,755	9,342	6,483
Unearned income	10,744	11,219	1,255
Lease liabilities	3,144	3,144	10,349
Total current liabilities	57,970	68,911	47,965
Non-current liabilities			
Provisions	2,024	2,024	2,042
Interest-bearing liabilities	21,539	21,539	23,213
Provision for investments in joint ventures	6,727	6,727	2,974
Lease liabilities	6,317	7,464	-
Total non-current liabilities	36,607	37,754	28,229
Total liabilities	94,577	106,665	76,194
Net assets	4,165,905	4,073,515	3,713,963
Equity			
Accumulated surplus	1,017,660	926,851	1,024,209
Asset revaluation reserve	3,125,778	3,125,778	2,668,868
Reserves ²	22,467	20,886	20,886
Total equity	4,165,905	4,073,515	3,713,963
Working capital ratio	3.35		

Note: All numbers are rounded to the nearest thousand.

1. Cash reflects balances in the general ledger not actual bank account balances.

2. Reserve funds comprise of Strategic Acquisition Fund (\$434,000), Open Space Development Fund (\$14.03 million) and Defined Benefits Superannuation future call up reserve (\$8.00 million).

3.3 Statement of Cash Flows

	ANNUAL ORIGINAL BUDGET	YEAR TO DATE			ANNUAL OCTOBER AMENDED BUDGET
		YTD ACTUAL (1) \$'000	OCTOBER AMENDED BUDGET (2) \$'000	VARIANCE (unfav) (1) - (2) \$'000	
Cash flows from operating activities					
Rates and waste charges ¹	205,549	113,516	105,682	7,834	197,004
Statutory fees and fines	13,556	4,742	4,999	(257)	7,534
User charges and other fines	17,325	5,416	6,333	(917)	12,572
Grants - operating ²	14,567	9,062	10,336	(1,274)	5,251
Grants - capital ³	7,935	1,415	4,492	(3,077)	15,724
Contributions - monetary ⁴	5,150	2,568	3,307	(739)	5,806
Interest received	500	116	147	(31)	250
Other receipts	5,616	3,227	3,443	(216)	5,704
Net GST refund	16,615	9,912	8,428	1,484	19,053
Trust funds and deposits taken ⁵	100	4,413	-	4,413	100
Employee costs ⁶	(103,055)	(61,052)	(62,700)	1,648	(105,578)
Materials and services ⁷	(104,969)	(53,312)	(62,204)	8,892	(117,400)
Short-term, low value and variable lease payments	(597)	(618)	(350)	(268)	(597)
Other payments	(8,073)	(4,108)	(4,373)	265	(7,999)
Net cash provided by/(used in) operating activities	70,219	35,298	17,540	17,758	37,424
Cash flows from investing activities					
Payments for property, infrastructure, plant and equipment	(101,586)	(40,622)	(41,299)	677	(99,690)
Proceeds from sale of property, plant and equipment	4,720	2	-	2	4,720
Net proceeds / (payments) for investments	-	12,009	12,009	-	12,009
Net cash used in investing activities	(96,866)	(28,611)	(29,290)	679	(82,961)
Cash flows from financing activities					
Finance costs	(2,121)	(708)	(708)	-	(1,408)
Proceeds from borrowings	70,000	-	-	-	70,000
Repayment of borrowings	(1,674)	(1,023)	(1,022)	(1)	(1,674)
Interest paid - lease liability	(342)	(199)	(196)	(3)	(342)
Repayment of lease liabilities	(4,438)	(2,035)	(2,282)	247	(3,916)
Net cash provided by (used in) financing activities	61,425	(3,965)	(4,208)	243	62,660
Net increase (decrease) in cash and cash equivalents	34,778	2,722	(15,958)	18,680	17,123
Cash and cash equivalents at beginning of year	68,950	82,942	82,942	-	82,942
Cash and cash equivalents at end of year	103,728	85,664	66,984	18,680	100,065

Note: All numbers are rounded to the nearest thousand.

1. Rates and waste charges are higher than budget due to timing and a higher collection rate (54.72%) than anticipated (53%).
2. Grants - operating lower than budget (\$1.27 million) due to timing and being behind planned budget phasing.
3. Lower than budgeted developer contributions of (\$739,000) due to timing.
4. Trust funds and deposits includes the fire services property levy received which relates to the timing of fire services property levy and levy interest amounts received and subsequently remitted to the State Revenue Office (SRO) which are to be made in four payments in accordance with Section 41(1) of the FSPL Act. An instalment is due and payable to the Commissioner of State Revenue 28 days after the due date of rates instalments. Levy monies are to be remitted to the SRO by the following dates each financial year - 28 October; 28 December; 28 March; and 28 June.
5. Employee costs are \$1.65 million lower than budgeted primarily due to staff vacancies across the organisation.
6. Materials and services are lower than budgeted due to timing of cash outflows \$8.89 million.

3.4 Capital Works expenditure by asset group

	ANNUAL ORIGINAL BUDGET	YTD ACTUAL (1)	YTD BUDGET (2)	YTD VARIANCE (1) - (2)	YTD VARIANCE %	COMMIT	ANNUAL OCTOBER AMENDED BUDGET (3)
	\$'000s	\$'000s	\$'000s	\$'000s	%	\$'000s	\$'000s
Infrastructure							
Bridges	2,461	104	52	(52)	-100%	23	1,065
Drainage	4,539	1,094	1,115	21	2%	116	4,774
Footpaths and cycleways	3,110	1,002	1,670	668	40%	109	2,854
Off street carparks	2,510	287	501	214	43%	150	1,855
Parks, open space and streetscapes	6,486	1,072	2,613	1,541	59%	902	9,046
Recreational, leisure & com facilities	3,721	1,879	2,635	756	29%	3,262	6,759
Roads	11,196	3,663	6,065	2,402	40%	192	12,091
Total Infrastructure	34,023	9,101	14,651	5,550	38%	4,754	38,444
Plant and Equipment							
Computers and telecommunications	1,381	197	1,055	858	81%	178	1,864
Fixtures, fittings and furniture	1,187	720	1,040	320	31%	137	2,380
Library books	990	523	530	7	1%	103	990
Plant machinery and equipment	1,338	707	658	(49)	-7%	307	1,383
Total Plant and Equipment	4,896	2,147	3,283	1,136	35%	725	6,617
Property							
Building	20,255	5,615	6,494	879	14%	4,686	17,269
Building improvements	57	(11)	66	77	117%	37	93
Major Projects	42,355	16,035	16,805	770	5%	39,745	37,267
Total Property	62,667	21,639	23,365	1,726	7%	44,468	54,629
Total capital works expenditure	101,586	32,887	41,299	8,412	20%	49,947	99,690
Represented by:							
Asset renewal expenditure	64,144	25,682	33,051	7,369	22%	24,664	61,246
Asset upgrade expenditure	5,152	1,080	1,374	294	21%	1,085	4,868
New asset expenditure	18,108	3,411	4,505	1,094	24%	17,573	20,751
Asset expansion expenditure	14,182	2,714	2,369	(345)	-15%	6,625	12,825
Total capital works expenditure	101,586	32,887	41,299	8,412	20%	49,947	99,690

Note: All numbers are rounded to the nearest thousand.

MINUTES ATTACHMENTS



Council

Monday 28 March 2022

Attachments as annexed to the resolution:

- 7.8 Revised Instruments of Appointment and
 Authorisation - Council to Council Staff

Boroondara City Council

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

Aileen Chin	Principal Planner
Ali Turvey	Para Planning Officer
Andrew McIlveen	Planning Investigation Officer
Amaya De Silva	Senior Statutory Planner
Brendan Rea	Planning Investigations Officer
Calum Schwindt	Statutory Planning Officer
Cassandra Rea	Coordinator Statutory Planning
Chiara Lorini	Senior Statutory Planner
Damian Bu	Senior Statutory Planner
Daniel Murphy	Planning Appeals Co-ordinator
Darshankumar (Darshan) Vachhani	Traffic Engineer (Statutory Planning)
Daniela Splitgerber	Senior Statutory Planner
David Barclay	Development Drainage Engineer
David Cowan	Manager Strategic & Statutory Planning
Elizabeth Spanjer	Statutory Planning Officer
Erin McCarthy	Coordinator Statutory Planning
Gregory (Greg) Pocock	Para Planning Officer
Gregory (Greg) Stewart	Counter Planner
Ida LaRocca	Para Planning Officer
Jack Berlangieri	Student Planner
Jack Richardson	Senior Statutory Planner
Jessica Nedelkos	Para Planning Officer
Jennifer Estrada	Para Planning Officer
Joel Torresi	Statutory Planning Officer

Jon Harper	Coordinator Statutory Planning
Jonathan Welcome	Investigations Officer
Joanne Amanda (Mandy) Hollywood	Team Leader Para Planning
Joshua Lewis	Student Planner
Jordan Schonberg	Statutory Planning Officer
Julie Lu (Pham)	Statutory Planning Officer
Karen Reid	Para Planning Officer
Kathy Fletcher	Statutory Planning Officer
Kelly Caporaso	Statutory Planning Officer
Lachlan Waddell	Statutory Planning Officer
Lucy Johnson	Senior Statutory Planner
Mathew Mertuszka	Senior Statutory Planner
Michael Burton	Public Notice Officer
Mridula Krishna	Para Planning Officer
Nikhil Shah	Statutory Planning Officer
Roberts Birze	Technical Support Officer
Roxanne Kavanagh	Subdivisions Officer
Scott Kevin Lipscombe	Senior Traffic Engineer (Statutory Planning)
Scott Walker	Director Urban Living
Simon Quinn	Para Planning Officer
Sofia Skliris	Para Planning Officer
Stephanie Ng	Coordinator Statutory Planning
Sylvia Georges	Urban Designer
Timothy Luckin	Statutory Planning Officer
Toni Johnson	Para Planning Officer
Vanessa Kwaczynski	Administration Officer

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

In this instrument "**officer**" means -

Aileen Chin
Ali Turvey
Andrew McIlveen
Amaya De Silva
Brendan Rea
Calum Schwindt
Cassandra Rea
Chiara Lorini
Damian Bu
Daniel Murphy
Darshankumar (Darshan) Vachhani
Daniela Splitgerber
David Barclay

David Cowan
Elizabeth Spanjer
Erin McCarthy
Gregory (Greg) Pocock
Gregory (Greg) Stewart
Ida LaRocca
Jack Berlangieri
Jack Richardson
Jessica Nedelkos
Jennifer Estrada
Joel Torresi
Jon Harper
Jonathan Welcome

Joanne Amanda (Mandy) Hollywood
Joshua Lewis
Jordan Schonberg
Julie Lu (Pham)
Karen Reid
Kathy Fletcher
Kelly Caporaso
Lachlan Waddell
Lucy Johnson
Mathew Mertuszka
Michael Burton
Mridula Krishna
Nikhil Shah

Roberts Birze
Roxanne Kavanagh
Scott Kevin Lipscombe
Scott Walker
Simon Quinn
Sofia Skliris
Stephanie Ng
Sylvia Georges
Timothy Luckin
Toni Johnson
Vanessa Kwaczynski

By this instrument of appointment and authorisation Boroondara City Council -

1. under section 147(4) of the *Planning and Environment Act 1987* - appoints the officers to be authorised officers for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and
2. under section 313 of the *Local Government Act 2020* authorises the officers generally to institute proceedings for offences against the Acts and regulations described in this instrument.

It is declared that -

- (a) this instrument comes into force immediately upon its execution and remains in force until varied or revoked;
- (b) this instrument must not be exercised in a manner which is inconsistent with Council's corporate position.
- (c) on the coming into force of this instrument, any previous Instruments of Appointment and Authorisation to the members of Council staff named above are revoked.

This instrument is authorised by a resolution of the **Boroondara City Council** on 28 March 2022.

The Common Seal of the Boroondara
City Council was hereunto affixed
in the presence of:

..... Chief Executive Officer

..... Councillor

..... Date