

SERVICES DELEGATED COMMITTEE

MINUTES

(Open to the public)

Monday 11 July 2022

Council Chamber, 8 Inglesby Road, Camberwell.

Commencement 6:33pm

Attendance Councillor Lisa Hollingsworth (Chairperson)
Councillor Jane Addis (Mayor)
Councillor Jim Parke
Councillor Felicity Sinfield
Councillor Victor Franco
Councillor Wes Gault
Councillor Susan Biggar
Councillor Garry Thompson
Councillor Nick Stavrou

Apologies Councillor Di Gillies (leave of absence)
Councillor Cynthia Watson

Officers

Phillip Storer	Chief Executive Officer
Daniel Freer	Director Places and Spaces
Scott Walker	Director Urban Living
Mans Bassi	Director Customer and Transformation
Amy Montalti	Chief Financial Officer
Adele Thyer	Acting Manager Governance and Legal
Caddy Purdy	Senior Coordinator Community Strengthening
Kirstin Ritchie	Coordinator Governance
Bhushan Jani	Coordinator Transport Management
Jacqui Buckland	Community Development Officer
Oliver Mihaila	Strategic Transport Engineer

04

Table of contents

1.	Adoption and confirmation of the minutes	3
2.	Declaration of conflict of interest of any councillor or council officer	3
3.	Presentation of officer reports	3
3.1	2022-23 Round 1 Small Grants (Biannual) Allocations	3
3.2	Boroondara Bicycle Strategy	6
4.	General business	11
5.	Urgent business	11
6.	Confidential business	11

1. Adoption and confirmation of the minutes**MOTION****Moved Councillor Gault****Seconded Councillor Stavrou****That the minutes of the Services Delegated Committee meeting held on 20 June 2022 be adopted and confirmed.****CARRIED****2. Declaration of conflict of interest of any councillor or council officer**

Nil

3. Presentation of officer reports**3.1 2022-23 Round 1 Small Grants (Biannual) Allocations**Purpose

This report seeks endorsement by the Services Delegated Committee of the recommendations of the Community Strengthening Assessment Panel for Round 1 of the 2022-23 Small Grants (Biannual) program.

Background

The 2022-23 Round 1 Small Grants (Biannual) opened on Monday 28 February and closed on Sunday 20 March 2022.

The category of Small (Biannual) Grants program provides for the funding of projects and equipment costs associated with the delivery of new one-off services, programs and activities that strengthen the Boroondara community.

Up to \$3,000 is available for small projects, with a maximum of \$2,000 available for equipment. Professional fees and administration costs are not eligible budget items for Small Grants. Small Grants are open for applications in up to two rounds each year, and small to medium sized not-for-profit organisations can apply for this grant.

The Guidelines for this grant were available through the Council website, along with information on how to apply and officer contact details. Council officers provided advice and support to applicants.

Key Issues

The funding pool for the 2022-23 Annual Community Strengthening Grants (including the Small Grants) is estimated at \$576,450, which includes a contribution from the Rotary Club of Balwyn and an allocation from Council, as well as rolled over funds from the 2021-22 Annual Community Strengthening Grants and the 2020-23 Triennial Operational Grants. Funding will cover up to two rounds of Small Grants (Biannual) and one round of Annual Community Strengthening Grants.

The total funding pool of \$576,450 is an estimate, as the Rotary Club of Balwyn will advise its contribution in early August based on a proportion of the Camberwell Sunday Market takings in 2021-2022.

In line with the Boroondara Community Strengthening Grants Policy, 25% of the Annual Community Strengthening Grants allocation is provisionally allocated to Small Grants (Biannual), which is \$144,112 for two rounds, with \$72,056 provisionally allocated to this round of Small Grants (Biannual).

Twenty-eight (28) applications were received for Round 1 of the 2022-23 Small Grants (Biannual), with one new applicant. Four applications were ineligible. There were 23 less applications than in Round 2, 2021-22 and 14 less than in Round 1, 2021-22.

The total amount requested is \$55,781.57 across all streams, which is \$16,274.43 less than the total (estimated) funding available in this round of \$72,056.

Table 1 below shows the community demand for funding compared with the funding recommended by the Panel in the 2022-23 Round 1 Small Grants (Biannual).

Table 1

Grant category	Applications Received	Total amount requested	Panel recommendation	Difference between amount requested and Panel recommendation
2022-23 Round 1 Small Grants	28	\$55,781	\$41,051.43	\$14,729.57

Feedback indicates that after two years of delays due to COVID-19 lockdowns, groups have only recently started delivering projects from the 2020-21 and 2021-22 grant rounds. As a result, the demand for community grants in the 2022-23 Round 1 Small Grants (Biannual) is significantly less than previous years. Consequently, only one round of Small Grants (Round 1) may be offered in 2022-2023.

The COVID-19 pandemic will have negatively impacted the revenue generated from the Camberwell Sunday Market run by the Rotary Club of Balwyn, which provides 30% of its net income to the Annual Community Strengthening Grants Program. The Panel noted that as a result, the contribution from the Rotary Club of Balwyn to the Annual Community Strengthening Program in 2022-23 is likely to continue to be less than prior years due to the impact of COVID 19 on the revenue generated by the Camberwell Sunday Market in 2021-22.

The Community Strengthening Grants Assessment Panel (the Panel) comprised three councillor representatives (Councillors Addis, Gillies and Watson) and two Rotary Club of Balwyn representatives. The Panel met on 10 May 2022. Relevant department managers and officers also attended the meeting to provide additional advice to the Panel.

This year the Panel has recommended full or partial funding for all the 24 eligible applications, as listed in **Attachment 1**. There were a number of applications for Automatic External Defibrillators. To provide a consistent approach to funding requests for defibrillators, the Panel applied a maximum funding amount of \$1,800.

Similarly, as with earlier grant rounds, a consistent approach was applied to other similar funding requests, namely:

- funding one excursion per application at \$30 per head
- catering capped at \$30 per head
- not funding uniforms that are for personal use (not shared between members) unless it is being acquired for participants who otherwise would not be able to participate due to financial disadvantage.

This resulted in some applications receiving partial funding.

The amount recommended in Round 1 Small Grants (Biannual) is \$41,051.43, which is \$31,004.57 less than the allocated funding of \$72,056.

The four ineligible applications are listed in **Confidential Attachment 2**.

Confidentiality

Confidential information is contained in **Attachments 2 and 3**, 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:

- a) personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs;
- b) 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.

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

MOTION

Moved Councillor Addis

Seconded Councillor Biggar

That Services Delegated Committee resolve to endorse the Small (Biannual) Grants funding allocations for Round One 2022-23 of \$41,051.43 (as outlined in Attachment 1, as annexed to the minutes).

CARRIED

3.2 Boroondara Bicycle Strategy

Purpose

The Boroondara Bicycle Strategy sets out the framework to improve bicycle infrastructure and increase mode share in the City of Boroondara. The current Bicycle Strategy was adopted in 2008 and is due for renewal.

Community and stakeholder consultation was carried out on the draft 2022 Boroondara Bicycle Strategy and Stage 1 Implementation Plan between 14 December 2021 and 28 February 2022. This report seeks to provide an overview of the consultation findings and amendments made to the draft documents in response to the feedback received. The report also presents the revised Boroondara Bicycle Strategy for formal adoption.

Background

The development of a new Boroondara Bicycle Strategy commenced with an initial phase of community and stakeholder engagement undertaken during the 2019/2020 financial year to identify issues and opportunities for consideration. This work to date has informed the development of a draft Bicycle Strategy and Stage 1 Implementation Plan which has recently been the subject of community and stakeholder consultation.

The consultation process included:

- An online workshop with Council officers and key stakeholders representing State Government, neighbouring Local Government areas, bicycle user groups, local bicycle shops and technical experts.
- An online survey open to all interested members of the community and promoted through broad distribution channels (Council website, print and digital newsletters, social media). A total of 664 responses were received.
- Written submissions received via letter or e-mail from interested stakeholders and members of the community. A total of 93 submissions were received during the formal consultation period (14 December 2021 - 28 February 2022). An additional 103 submissions were received past the closing date to 10 May 2022.

Community engagement was primarily facilitated through the Engage Boroondara website which included key information on the Draft Strategy, a link to the online survey and contact details for written submissions or further queries. During the ten-week consultation period, a total of 2,963 page visits were recorded on the consultation pages outlining the draft Strategy on the Engage Boroondara website.

The community consultation process was also promoted through the following channels:

- 45 corflute posters with QR codes mounted along shared paths and at various community destinations including Hawthorn Velodrome, Kew Traffic School, and various sport/recreation/leisure centres.
- 500 postcards with QR codes distributed across libraries, sport/recreation/leisure centres and local bicycle shops.

- Social media:
 - 3 Facebook posts (total 5906 people reached)
 - 2 Instagram posts (total 2012 people reached)
- February Boroondara Bulletin (both print and digital formats):
 - 74,000 printed copies distributed to residents
 - eDM (Electronic Direct Mail) delivered to 40,000 subscribers

The community consultation approach was consistent with the typical approach for engaging on similar high-level or strategic documents, plans or policies. Feedback was sought from all interested parties with a broad, multi-channel approach to ensure a wide cross-section of the community was reached. It is worth noting that more detailed/localised engagement will be undertaken during the development and delivery of specific actions in the Implementation Plan, whereby letters would also be sent to the surrounding community.

Several petitions were also received in relation to actions 2.1A (the "Jacka Trail") and 2.1B (the "Glass Creek Trail") in the draft Implementation Plan. Council officers also attended three on-site meetings with the lead petitioners and several members of the community to listen to concerns, clarify and discuss key aspects of these proposals. Correspondence supporting the draft strategy has been received co-signed by the Boroondara Bicycle Users Group, Lighter Footprints, Kooyong Climate Change Alliance and ACF Community Boroondara.

A summary report outlining the key consultation findings has been developed and is provided as **Attachment 1**.

Council officers have developed an updated draft Bicycle Strategy (**Attachment 2**) and updated draft Stage 1 Implementation Plan (**Attachment 3**) in response to the outcomes of the consultation process. These documents are now presented for formal consideration and adoption with several additional minor updates as outlined in the following section.

Key Issues

The most significant theme emerging from the community consultation was concern for the interaction between pedestrians and cyclists on shared paths, particularly related to actions 2.1A (the "Jacka Trail") and 2.1B (the "Glass Creek Trail") in the draft Implementation Plan. Community led campaigns were driven by a number of local residents encouraging the broader community to object to these proposals and contact Councillors to voice their disapproval. It is understood that these campaigns extended well past the closing date for formal consultation and were facilitated through a range of methods including doorknocking, petitions, letter drops and posting of flyers in public areas.

The updated draft Strategy recognises that formal shared paths such as the Gardiners Creek Trail, Main Yarra Trail and Koonung Trail carry high levels of commuter cyclists by virtue of their connectivity and east west access to the Melbourne Central Business District and includes recommendations for separate paths for pedestrians and cyclists.

By comparison, the informal shared paths are typically unsealed gravel paths that focus on local access to facilities such as schools and sporting facilities and highly used for recreation purposes.

The emphasis on these paths is on maintenance and renewal (if required) to a standard width of 3 metres (the standard for recreational paths) as gravel unsealed paths. Sealing of these paths in concrete or asphalt is not proposed.

A summary of the corresponding amendments made to the draft Strategy and Implementation Plan is provided below:

Key Issues Raised	Amendments to draft Strategy and Implementation Plan
<p>Objections to and/or concerns raised regarding action 2.1A - the proposed "Glass Creek Trail" route through Hays Paddock, Stradbroke Park and the King Street Chain. Respondents raised safety and amenity concerns for pedestrians, children, elderly, physically impaired and pets, as well as concerns related to the anticipated loss of trees and natural environment.</p>	<ul style="list-style-type: none"> • Action relocated to Initiative 2.2 reflecting focus on inspecting and/or renewing existing gravel path links as unsealed gravel paths as opposed to constructing totally new paths. • Scope amended to adopt an 'inspect, assess and renew/upgrade' approach to improving and maintaining existing informal paths as gravel paths in these reserves/parks. • Removal of "Glass Creek Trail" nomenclature to avoid confusion or association with formal shared paths which are typically sealed and to reinforce the recreation and local access nature of these paths. • Wording updated to clearly identify proposed scope and route alignment.
<p>Objections to and/or concerns raised regarding action 2.1B - the proposed "Jacka Trail" route through Myrtle & Macleay Park, Hislop Park, Gordon Barnard Reserve, Jacka Street Reserve and Greythorn Park. Respondents raised safety and amenity concerns for pedestrians, children, elderly, physically impaired and pets, as well as concerns related to the anticipated loss of trees and natural environment.</p>	<ul style="list-style-type: none"> • Action relocated to Initiative 2.2 reflecting focus on inspecting and/or renewing existing gravel path links as unsealed gravel paths as opposed to constructing totally new paths. • Scope amended to adopt an 'inspect, assess and renew/upgrade' approach to improving and maintaining existing informal paths as gravel paths in these reserves/parks. • Greythorn Park and Hislop Park completely removed from scope. A preliminary investigation revealed that it was not possible to accommodate a gravel path on the south side of Hislop Park given the clearance requirements for soccer and cricket, the grade and proximity of trees. • Removal of "Jacka Trail" nomenclature to avoid confusion or association with formal shared paths which are typically sealed and to reinforce the recreation and local access nature of these paths. • Removal of all on-road sections except safety treatments along Maylands Avenue (relocated to Initiative 4). • Wording updated to clearly identify proposed scope and route alignment.

Various additional amendments were made to the draft Strategy and Implementation Plan to address other key issues raised during the consultation process and improve wording and accuracy of maps and figures.

Next Steps

The revised draft 2022 Boroondara Bicycle Strategy and Stage 1 Implementation Plan are presented for formal consideration and adoption.

Throughout the implementation of the Strategy, any actions involving major changes including new path links or significant upgrades to existing paths in parks and reserves, protected bike lanes resulting in significant parking loss, or the implementation of numerous treatments including lower speed limits to create 'bicycle streets' on local roads) would involve investigation, consultation and be presented to Council for consideration.

*Ten speakers opposed to the officers' recommendation addressed the meeting.
Three speakers in support of the officers' recommendation addressed the meeting.*

MOTION

Moved Councillor Sinfield

Seconded Councillor Parke

That the Services Delegated Committee resolve to:

1. Acknowledge the submissions and feedback from members of the community.
2. Formally adopt the draft 2022 Boroondara Bicycle Strategy and Stage 1 Implementation Plan as included in Attachments 2 and 3 of the report.

AMENDMENT

Moved Councillor Biggar

Moved Councillor Franco

That the Services Delegated Committee resolve to:

1. **Thank the community for their written submissions, emails and oral presentations about the strategy.**
2. **Formally adopt the draft 2022 Boroondara Bicycle Strategy and Stage 1 Implementation Plan as included in Attachments 2 and 3 of the report.**
3. Receive a further report in 2023 outlining options to provide safe and connected bike route for students to ride to schools including Balwyn North Primary, Greythorn Primary, Balwyn High & Kew High and local access cycle links between Greythorn Road & Burke Road North Balwyn, and Nicholson St Reserve and Whitehorse Road Deepdene giving consideration to:
 - a. Demand and utilisation analysis
 - b. Road crossings and intersection treatments

c. Shared path safety

Councillor Thompson requested the Chairperson put the amended motion to the vote in separate parts in accordance with Rule 34 of the Governance Rules.

The Chairperson, Councillor Hollingsworth, determined to put the motion in two parts in accordance with Rule 45 of the Governance Rules

Procedural motion - Suspension of standing orders

Moved Councillor Biggar

Seconded Councillor Addis

That standing orders be suspended

CARRIED

Standing orders were suspended at 8.59pm

Procedural motion - Resumption of standing orders

Moved Councillor Sinfield

Seconded Councillor Addis

That standing orders be resumed

CARRIED

Standing orders were resumed at 9.08pm

Part 1 and 2 of the amendment was put and **CARRIED**

Part 1 and 2 became the substantive motion

The substantive motion was put and **CARRIED**

Part 3 of the amendment was put and **LOST**

Division

Councillor Franco called for a division

Affirmative

Councillor Susan Biggar
Councillor Victor Franco
Councillor Wes Gault

Negative

Councillor Jim Parke
Councillor Nick Stavrou
Councillor Felicity Sinfield
Councillor Jane Addis
Councillor Garry Thompson
Councillor Lisa Hollingsworth

The Chairperson declared Part 3 of the amendment **LOST**

4. General business

Nil

5. Urgent business

Nil

6. Confidential business

Nil

The meeting concluded at 10.02pm

Confirmed

Chairperson

[Signature]

Date

12th September 2022

[Handwritten mark]