

Ordinary Meeting of Council Agenda

**to be held on Tuesday 9 April 2013 at 6.30 pm
at the Richmond Town Hall**

Disability - Access and Inclusion to Committee and Council Meetings:

Facilities/services provided at the Richmond and Fitzroy Town Halls:

- Entrance ramps and lifts (off Moor Street at Fitzroy, entry foyer at Richmond)
- Hearing loop (Richmond only), the receiver accessory may be accessed by request to either the Chairperson or the Governance Officer at the commencement of the meeting, proposed resolutions are displayed on large screen and Auslan interpreting (*by arrangement, tel. 9205 5110*)
- Electronic sound system amplifies Councillors' debate
- Interpreting assistance (*by arrangement, tel. 9205 5110*)
- Disability accessible toilet facilities

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Order of business

- 1. Statement of recognition of Wurundjeri Land**
- 2. Attendance, apologies and requests for leave of absence**
- 3. Declarations of conflict of interest (Councillors and staff)**
- 4. Confirmation of minutes**
- 5. Petitions and joint letters**
- 6. Public question time**
- 7. General business**
- 8. Delegates' reports**
- 9. Questions without notice**
- 10. Council business reports**
- 11. Notices of motion**
- 12. Urgent business**
- 13. Confidential business reports**

1. Statement of Recognition of Wurundjeri Land

“Welcome to the City of Yarra. Council acknowledges the Wurundjeri community as the first owners of this country. Today, they are still the custodians of the cultural heritage of this land. Further to this, Council acknowledges there are other Aboriginal and Torres Strait Islander people who have lived, worked and contributed to the cultural heritage of Yarra.”

2. Attendance, apologies and requests for leave of absence

Anticipated attendees:

Councillors

- Cr Jackie Fristacky (Mayor)
- Cr Geoff Barbour
- Cr Roberto Colanzi
- Cr Misha Coleman
- Cr Sam Gaylard
- Cr Simon Huggins
- Cr Stephen Jolly
- Cr Amanda Stone
- Cr Phillip Vlahogiannis

Council officers

- Vijaya Vaidyanath (Chief Executive Officer)
- Jack Crawford (Director Corporate and Financial Services)
- Ivan Gilbert (Executive Manager Governance)
- Craig Kenny (Director Community Programs)
- Bruce Phillips (Director City Development)
- Guy Wilson-Browne (Director Infrastructure Services)
- Margaret Elvey (Governance Officer)

3. Declarations of conflict of interest (Councillors and staff)

4. Confirmation of minutes

Recommendation

That the minutes of the Ordinary Council Meeting held on Tuesday 19 March 2013 be confirmed.

5. Petitions and joint letters

6. Public question time

Yarra City Council welcomes questions from members of the community.

Public question time is an opportunity to ask questions, not to make statements or engage in debate.

Questions should not relate to items listed on the agenda. (Council will consider submissions on these items separately.)

Members of the public who wish to participate are to:

- (a) state their name clearly for the record;
- (b) direct their questions to the chairperson;
- (c) ask a maximum of two questions;
- (d) speak for a maximum of five minutes;
- (e) refrain from repeating questions that have been asked previously by themselves or others; and
- (f) remain silent following their question unless called upon by the chairperson to make further comment.

7. General business

8. Delegates' reports

9. Questions without notice

10. Council business reports

Item	Page	Rec. Page	Report Presenter
10.1 Draft Open Space Lighting Policy	7	9	Justin Hanrahan - Manager Recreation and Open Space
10.2 Bendigo Street Tree Replacement and Risk Mitigation Works	17	21	Justin Hanrahan - Manager Recreation and Open Space
10.3 Tudor Street Redevelopment - Stage Three EOI Response	23	29	Craig Kenny - Director Community Programs
10.4 AMCOR Proposed Amendment C200	109	115	David Walmsley - Manager City Strategy
10.5 Project Respect - Update on Lease Matters	215	217	Craig Kenny - Director Community Programs
10.6 Post Office Walk Upgrade Project	218	220	David Walmsley - Manager City Strategy
10.7 Submission of 3D Plans with Planning Permit Applications	224	230	Matthew Cohen - Coordinator Statutory Planning
10.8 Proposed Motions for ALGA National Conference June 2013 and MAV State Council May 2013	231	232	Ivan Gilbert - Executive Manager Governance
10.9 Audit Committee Chairperson Appointment	237	238	Jack Crawford - Director Corporate and Financial Services
10.10 Mobile Food Vehicles Guidelines To be distributed separately	-	-	Paul Bean - Manager Compliance

Public submissions procedure

Council may extend an invitation for members of the public to make verbal submissions (but not ask questions or engage in debate) regarding items on the agenda.

If the chairperson invites verbal submissions from the gallery, members of the public who wish to participate are to:

- (a) state their name clearly for the record;
- (b) direct their submission to the chairperson;
- (c) speak for a maximum of five minutes;
- (d) confine their remarks to the matter under consideration;
- (e) refrain from repeating information already provided by previous submitters; and
- (f) remain silent following their submission unless called upon by the chairperson to make further comment.

11. Notices of motion

Item	Page	Rec. Page	Report Presenter
11.1 Notice of Motion No. 4 of 2013 - Proposal to Rename East Richmond Station	239	240	Phillip Vlahogiannis - Councillor

12. Urgent business

13. Confidential business reports

Item

- 13.1 Matters prejudicial to Council and/or any person
- 13.2 Contractual matters
- 13.3 Matters prejudicial to Council and/or any person; and matters relating to the security of Council property

10.1 Draft Open Space Lighting Policy

Trim Record Number: D13/23741

Responsible Officer: Manager Recreation and Open Space

Purpose

1. To advise Council of the Draft Open Space Lighting Policy and seek authorisation to obtain community feedback on the Policy.

Background

2. At its Ordinary Meeting on 26 June 2012, Council authorised officers to commence work on a Draft Open Space Lighting Policy (the Draft Policy), for endorsement by Council prior to April 2013, following resident requests and the decision to trial to extend the use of sports lights on Citizens Park oval for passive park use.
3. Officers have prepared a Draft Open Space Lighting Policy (see Attachment 1) for consideration by Council prior to seeking community feedback. The Draft Policy will guide lighting decisions in open spaces in the City of Yarra in relation to when and where lighting should be provided in open space and if so, what type of lighting should be used.

Consultation

4. Development of the Draft Policy has included internal consultation and coordination with the following units:
 - (a) Environmental Management;
 - (b) Sustainable Asset Management;
 - (c) Open Space Maintenance;
 - (d) Recreation; and
 - (e) Urban Design.
5. It is proposed that the Draft Policy is advertised for community input prior to further report to Council detailing the feedback received with any recommended amendments prior to endorsement of the Policy.
6. It is proposed that consultation run for a four week period, during which the Draft Policy would be advertised on the Council website, in Yarra news, and the local newspaper advertorials requesting comments on the draft.

Financial Implications

7. The Draft Policy identifies open space uses which should receive lighting in the future. To implement the policy, a program of new lighting required would be developed and progressively rolled out through the open space cap, subject to funding made available through the discretionary works bid process. The capital cost of installing new lighting has been considered in the development of the Draft Policy.

Economic Implications

8. There are no economic implications to this report.

Sustainability Implications

9. The Draft Policy acknowledges the environmental impacts of lighting, including energy use, greenhouse gas emissions, and waste. It addresses these impacts by stating Council will:
 - (a) only provide lighting where required to meet appropriate luminance for the uses specified;
 - (b) remove existing lighting where it is not required according to the key principles;
 - (c) rely on existing lighting such as streetlight where adequate to meet light levels;
 - (d) use energy efficient light fixtures for all new lighting; and
 - (e) consider full life cycle costs when selecting fixtures, including resulting waste materials.

Social Implications

10. While the impacts of lighting are primarily environmental, the benefits are generally social, in that it allows for improved use of and movement through open space outside of daylight hours.
11. It is not desirable or possible to light all parks or large areas of open space and for this reason the policy identifies appropriate uses, times and luminance levels for lighting.
12. The Draft Policy notes that lighting in open spaces should be 'fit for purpose' and that, in order to minimise the recognised impacts of lighting, Council provides lighting that reflects the use where no alternatives are already available. On this basis, the use of sports lights for passive recreation in open space for example would not be supported by the Draft Policy.

Human Rights Implications

13. There are no human rights implications to this report.

Council Plan, Strategy and Policy Implications

14. The Draft Policy supersedes the existing Yarra Public Lighting Policy 2005 in relation to open space reserves.
15. The Draft Policy is consistent with the Yarra Open Space Strategy 2007, which provides some general guidelines on lighting.
16. The Draft Policy refers to the Yarra Bike Strategy 2010-2015, which identifies priority routes for lighting.
17. The Draft Policy is consistent with the Urban Wildlife Management Plan 2009 in specifying no lighting or 'fauna friendly' lighting in areas of high environmental value.
18. The Draft Policy acknowledges the Yarra Carbon Neutral Action Plan, 2010 – 2015 target of 50% reduction in Council energy use by 2015, and specifies ways in which open space lighting can contribute to savings in energy use.

Legal Implications

19. The Draft Policy refers to Australian Standards in providing appropriate levels of luminance specific to use, which should minimise risk associated with visibility of space for encouraged uses.

Other Issues

20. Current advice from leaders in sustainable lighting indicate that individual solar-powered lights are not an efficient approach to lighting (from both a capital and life-cycle cost perspective). There is less sunlight available to charge the lights during winter when light demand will be the highest. Therefore low-energy fixtures have been recommended in the Draft Policy over solar powered lights. There may still be the opportunity in precinct-wide projects to install solar panels on associated buildings for greater energy generation than can be achieved from individual lights.
21. Coordination has occurred with the 'Poo-Power' representative of the Yarra Energy Foundation project to install an anaerobic methane digester in Yarra. He has indicated that the digester is intended as a demonstration project and 'public art' feature rather than the

continuous and reliable energy source which would be required for ongoing lighting purposes.

Options

22. No options are considered for this report.

Conclusion

23. The Draft Policy achieves a balance between the benefits and impacts of lighting, providing a sound decision making tool that will assist Council and Officers in assessing where lighting should be provided and if so, what type.
24. Community input is sought on the Draft Policy to determine if it meets the needs and expectations of the local community.

RECOMMENDATION

1. That Council:
- (a) endorses a four week period of community consultation on the Draft Open Space Lighting Policy (Attachment 1); and
 - (b) requests Officers return to Council with the outcomes of the community consultation and any recommended changes to the Draft Policy prior to the final policy being endorsed by Council.

CONTACT OFFICER: Joanna Bush
TITLE: Coordinator Open Space
TEL: 9205 5794

Attachments

- 1 Open Space Lighting Policy, Draft March 2013

Attachment 1 - Open Space Lighting Policy, Draft March 2013

PURPOSE

This policy will guide lighting decisions in open spaces in the City of Yarra in relation to when and where lighting in open space is needed and if so, what type of lighting and illumination level should be used.

SCOPE

The policy addresses lighting in Council owned and managed open space reserves. This does not include other areas managed by Council such as roads and lanes, nor private open space.

This policy supersedes the Yarra Public Lighting Policy 2005 in relation to open space reserves.

The policy applies to all Officers and Councillors.

DEFINITIONS

There are various light types in Yarra's open spaces, owned and maintained by different authorities. These can generally be organised into the categories below.

Light Category	Description
Standard pole-top lights	Distributor owned and maintained (with Council financial contribution); these lights are called standard because they fit within the few fixtures accepted by the Distributor as 'standard' for their maintenance purposes.
Non-standard/ Decorative pole-top lights	Metered, Council owned and maintained. This fixture type is not restricted by Distributor standards.
Sports lights	Council owned and maintained on sports grounds. This fixture type is not restricted by Distributor standards.
Feature/decorative lighting including in-ground lights	Metered, Council owned and maintained. This fixture type is not restricted by Distributor standards.

Table 1. Light Categories

Current Situation in Yarra

There are currently 504 lights in Yarra's open spaces and sports grounds in varying conditions and with a combination of owners.

Park Lights:

- 36 parks contain some lighting.

Attachment 1 - Open Space Lighting Policy, Draft March 2013

- Approximately half the park lights are Distributor owned, while the others are Council owned and maintained.
- The large majority of park lights are pole-top lights, with only a few parks containing feature lighting such as in-ground or bollards lights.
- There is no current program in place to provide additional or replacement lighting in parks.

Sports Lights:

- 18 sports grounds have pole-top lights, owned and maintained by Council.
- There is a capital upgrade program in place to make all sports grounds in Yarra meet Australian Standards for training and amateur games (for Soccer, Australian Rules, and other minor sports), which calls for an average of 100 lux across the ground. Lighting is not provided for cricket training or games, which require a lighting level of 250 lux.

BACKGROUND

Purpose of Lighting

Use of Open Space

Outdoor lighting is required for the enjoyment and use of open space outside of daylight hours, which Council should encourage in appropriate locations and times in order to support diverse night time and early morning activity in Yarra and best use of open space.

It will not be appropriate or desirable to light all open spaces as many are located in quiet residential areas where Council does not want to encourage night time activity. It is important that appropriate night time options are provided, not that all parks can be used for all uses at night.

The Open Space Strategy recommends improved lighting of selected open space reserves to 'encourage informal recreation use' and physical activity, while also listing criteria for minimising impact on wildlife and utilising existing light where possible.

Safety

The correlation between lighting and crime is inconclusive. Although it is a common perception, there is little significant data to support that lighting reduces criminal activity.¹

Lighting can improve perceptions of safety in the community, thereby encouraging use of certain spaces and passive surveillance provided by the presence of others. However Council should also avoid creating false perceptions of safety by not providing lighting in remote or poorly surveyed locations.

Lighting can be one of a suite of measures used to improve safety, along with the principles of safety in environmental design, however it does not guarantee safe places in and of itself, and may not always be the most appropriate solution.

Movement through Open Space

People need adequately lit paths to move through open space outside of daylight hours. Lighting along key routes can encourage sustainable transport modes of walking, cycling and public transport. These key routes make include paths through parks which lead to public transport stops or stations, and shared paths which link into the main movement network or commuter paths of many pedestrians and cyclists.

¹ Crime Prevention Unit Paper No. 29, Better Street Lighting on Crime and Fear: a review. Ramsay, M and R. Newton, London Home Office, London.

Attachment 1 - Open Space Lighting Policy, Draft March 2013

Presentation of the City

Quality lighting design can highlight urban features and enhance the look and feel of the city at night. This has reputational and potentially economic benefits to Council as it ties into the night time economy. Feature lighting will have most benefit where it is located in highly visible spaces and connected to city gateways or areas of night time activity.

The design quality of light fixtures also has an impact, and can make a valuable contribution to the aesthetics of open space.

Impacts of Lighting

Greenhouse Gas Emissions

All lighting requires some energy use. Council is committed to reducing its greenhouse gas emissions and has adopted a target of 50% reduction in Council energy use by 2015.

The variety of low-energy fixtures on the market provide an opportunity to reduce emissions associated with new lights.

Impact on Urban Wildlife

Artificial light in open space can disrupt biological rhythms and interfere with the behaviour of nocturnal animals and their prey, thereby effecting biodiversity in the City. This impact must be weighed and minimised when considering any lighting in any areas of high environmental value.

The Yarra Urban Wildlife Management Plan calls for 'fauna friendly lighting' to be used in areas of habitat value 'to minimise the impact of artificial light spill on fauna species and their habitat'. This involves avoiding lighting where possible, providing only minimum luminance where required, and using fixtures which minimise uplight or spill in areas of remnant vegetation and riparian habitats.

Light Pollution

Artificial light spill can impact on residents and contribute to sky luminance, preventing enjoyment of the dark night sky. Spill and glare may be limited by the use of cut-off fixtures which prevent light from being directed up into the sky. Additional lights will have the impact of creating increased light pollution in the city.

Life Cycle Costs

Lighting incurs a capital cost at installation, but also ongoing maintenance, usage, replacement and disposal costs to Council. Most lamps and tubes contain mercury and are considered hazardous waste. New fixtures can offer substantially longer lamp life, reducing generation of waste. Full life cycle costs should be considered when adding lights and choosing fixtures.

Attachment 1 - Open Space Lighting Policy, Draft March 2013

POLICY STATEMENT

Based on the benefits and impacts of lighting discussed above Council commits to the following key principles to guide lighting decisions for open space in Yarra.

Key Principle	Expected Outcome
Better use of open space	Allow and encourage use of open space and physical activity at night in appropriate locations and at appropriate times. (refer Table 3) Provide fit for purpose lighting which meets the supported night time uses of the space and where alternatives for the use are not available.
Improved safety	Enhance safety and perceptions of safety in those areas appropriate for night time use. Do not create false perceptions of safety by lighting remote or poorly surveyed areas.
Support sustainable transport modes	Enable and encourage walking, cycling and public transport by lighting key routes through open spaces.
Enhance the look and feel of the city	Limit decorative lighting to design features in strategic locations. Use well-designed fixtures which contribute to the quality of open space. Match the style of fitting to the scale and feel of the space being lit.
Reduce greenhouse gas emissions	Only provide lighting where required according to key principles and to meet appropriate luminance for use. (refer Table 3) Remove existing lighting where not required according to the key principles. Rely on existing light, such as streetlight where adequate. Prioritise energy efficient light fixtures for all new lighting.
Protect environmentally sensitive areas	Avoid provision of lighting in areas of high habitat value or environmental sensitivity, or where deemed necessary provide lighting per the Urban Wildlife Management Plan recommendations for 'fauna friendly lighting'.
Reduce light pollution	Remove existing lighting where not required. Use cut-off fixtures where possible. Minimise uplighting. Light only to the standard of illuminance required by the use. (refer Table 3)
Minimise life cycle costs	Minimise ongoing capital and maintenance costs and waste by considering whole of life costs for lighting.

Table 2. Key Principles

Attachment 1 - Open Space Lighting Policy, Draft March 2013

What to Light

It is not possible or desirable to light large areas of landscape for general use. Lighting should be focussed and provided only where it serves the key principles. Most importantly, it should be fit for purpose; that is, provide a level of luminance which is suited to the location and use of the site and provided at the times of activity.

Lighting Application by Open Space Use

Public lighting design for open space is covered by the Australian and New Zealand Standard (AS/NZ 1158). Appropriate luminance levels from the Standard for different uses are shown in the table below. Recommended light levels vary from a minimum level for pedestrian paths of P2, up to P12 for activities requiring a higher level of visibility.

Open Space Use	Recommended Lighting	Light type	Luminance level	Timing
Ovals	Light towers to provide for competitive sports uses on grounds	Sports pole top floodlight to meet lux	100 lux avg across the ground (except where works are staged)	Only during training and game times. (off by 9pm)
Shared path	Light 'Priority Routes' (as identified in the Yarra Bike Strategy) subject to funding availability. Generally do not light paths in environmentally sensitive areas or river corridors.	Open Space pole top luminaire	Min P4 - Max P2	Night: from dusk until 11.30pm summer, 10.30pm winter Morning: from 5am until light
Pedestrian path	Light in areas of high use or key connections between destinations. Do not light remote locations. Do not light in small residential parks unless no footpath on street is provided.	Open Space pole top luminaire	Min P4 - Max P2	Night: from dusk until 11.30pm summer, 10.30pm winter Morning: from 5am until light
Basketball/multiuse courts	Light only in regional parks where in close proximity to high use paths. Do not light in local and small local open parks.	Sports pole top floodlight to meet lux	Min P12 – Max P11	Night: From dusk until 9pm Morning: n/a
BBQ and picnic area	Do not light; night time activity not encouraged	n/a	n/a	n/a
Skateparks	Do not light; night time activity not encouraged	n/a	n/a	n/a
Playgrounds	Do not light; night time activity not encouraged	n/a	n/a	n/a
Plaza, seating space	Light only gathering spaces in close proximity to night time activity centres or high use paths	Open Space pole top luminaire or custom pole top	Min P8 – Max P6	Night: from dusk until 11.30pm summer, 10.30pm winter Morning: n/a
Public art, signage,	Light urban/landscape features only in high visibility locations or in high	Feature lighting	Varies, decorative	Night: from dusk until

Attachment 1 - Open Space Lighting Policy, Draft March 2013

other features	use plaza spaces, such as gateways or activity centres		only, no min luminance to be met.	11.30pm summer, 10.30pm winter Morning: n/a
Building entrance eg. pavilion or public toilet	Light all building access points where building is open at night.	Building-mounted spot light	Min P12 – Max P11	During hours of building operation/ opening
Wildlife/river corridors	Do not light except where providing an essential linkage in commuter network.	Open Space pole top luminaire	P4	Night: from dusk until 11.30pm summer, 10.30pm winter Morning: from 5am until light

Table 3. Lighting Application

How to Light

The following considerations will assist Council officers in selecting light fixtures which meet the Policy.

Performance Consideration

Light fixtures must meet the highest possible combination of the following factors.

- low energy use
- long lamp life
- no toxic waste for disposal
- ease of access for maintenance
- low upfront capital cost
- quality colour rendering (of minimum 80 in colour scale)

Design Considerations

Pole top lights

- simple, contemporary designs to be used without decorative detailing to minimise intrusion in the landscape
- use maximum pole height of 5.5m which is high enough to achieve spacing of poles but still maintain a pedestrian scale in open space.
- use neutral colours such as steel grey or galvanised finish
- poles to allow for side-entry luminaire, with outreach arm if required
- luminaire to provide quality colour rendering in a cool white tone (no warm/yellow white light to be used)

Building Entry Lights

- lights to be attached to the building, not on separate poles, to de-clutter the landscape

Feature Lights

- minimise use of in-ground uplights where possible due to maintenance requirements
- avoid use of bollard lights due to vulnerability of vandalism
- for custom light features, prioritise robust and low maintenance design

IMPLEMENTATION

The Open Space Branch will be responsible for the implementation of the Policy through the following actions, in coordination with the Sustainable Assets and Environmental Management Branches.

Provide Lighting Where Required

Assess all lights per the Key Principles and remove lights where they are not required.

Attachment 1 - Open Space Lighting Policy, Draft March 2013

Identify a program of new lighting required to meet the Policy and progressively provide new lights through the open space capital works program, subject to funding made available through the discretionary works bid process.

Retrofit Existing Council Lights

Progressively retrofit Council-owned lights to energy efficient fixtures through the capital works program.

Where existing lights have reached the end of their life and replace with luminaires which meet the performance and design considerations in this policy.

Converting Distributor Lights

Where Distributor-owned lights in open space reach the end of their life and require replacement, take over Council ownership and replace lights with luminaires which meet the performance and design considerations in this policy.

Account for the increased ongoing maintenance costs associated with taking over ownership of these lights, acknowledging the benefits associated with ownership (the ability to use non-standard lights which better meet the performance and design expectations for open space).

Planning for New Lighting

Council officers considering new lighting in open spaces will follow the steps below:

1. Determine the purpose and aim of lighting and assess against the key principles (refer Table 2)
2. Assess the type, level and hours of usage fit for purpose for the location and activity (refer Table 3)
3. Identify the level of illuminance to be met (refer Table 3)
4. Assess current light levels (light level reading can be done)
5. Identify fixture options according to specific site and performance and design considerations
6. Design new lighting to meet requirements
7. Convey data on new light assets to Asset Management Officer

Ongoing Monitoring

Monitor energy use and maintenance costs of open space lights.

Maintain updated inventory of all lights.

RELATED DOCUMENTS

Yarra Public Lighting Policy, 2005

Yarra Open Space Strategy, 2007

Yarra Urban Wildlife Management Plan, 2009

Yarra Bike Strategy, 2010 - 2015

Yarra Carbon Neutral Action Plan, 2010 - 2015

10.2 Bendigo Street Tree Replacement and Risk Mitigation Works

Trim Record Number: D13/18392

Responsible Officer: Director Infrastructure Services

Purpose

1. To recommend a way forward on proposed street tree replacement and Risk Mitigation works in Bendigo Street, Richmond following a community consultation and risk assessment process.

Background

2. The City of Yarra Street Tree Policy (2004) identifies that, where trees are having a detrimental impact on nearby infrastructure or where their roots create a risk to the general public, Council will have to consider replacing the trees.
3. In the case of Bendigo Street, Council has been subject to a significant number of insurance claims that are attributable to tree roots which have led to payment of compensation and/or required Council to intervene by way of root pruning or installing root barriers. This, added to the additional cost of repairing damaged infrastructure, has caused Council to review the available options.
4. To address the problem while preserving the amenity of the street officers determined that consultation should occur on a proposal to remove eight semi-mature plane trees from the footpath on the east side of Bendigo Street and 11 replacement trees should be planted in the road reserve.
5. The proposal identified that a staged replacement of plane trees in the footpath in 2013 would allow the roadway tree to develop over the next 10-15 years, at which point they will provide the desired amenity and the remainder of the footpath trees can be considered for replacement.
6. The proposal was consistent with the Street Tree Policy which seeks to complement the neighbourhood character of the street and would maintain the positive impact street trees have on local amenity.
7. After the first phase of consultation, generated considerable feedback, it was determined to extend the consultation process until 22 December 2012 and at the Ordinary Meeting of Council on 18 December 2012, it was resolved that the outcomes of the consultation process and a proposed way forward be brought to Council for consideration.

Consultation

8. A local consultation process commenced on 22 November 2012 and, after the original period was extended, concluded on 22 December 2012. The consultation process was consistent with the Capital Street Tree Planting Consultation process, endorsed by Council in August 2009.
9. The endorsed consultation process identifies an iterative process where a proposal is made available to residents and absentee property owners of the street where works are to occur and, where possible, the feedback received is used to modify the initial proposal in an effort to obtain general consensus.
10. In order to determine the extent of interest in the proposed works, the Capital Street Tree Planting Consultation process identifies that no response is considered as support for the proposal and all residents are advised of this during the consultation process.
11. In circumstances where officers receive objections from more than 30% of the original mail-out number, the process identifies that the proposal can be withdrawn and residents notified of the decision not to proceed.

12. The consultation process for the proposal saw 181 properties and absentee property owners notified of the proposed works, representing 170 Bendigo Street properties and a further 11 properties that abutting side streets.
13. Of 181 properties and absentee property owners, Council received 20 responses objecting to the proposal (11%) and received three responses in favour of the proposal (1.6%).
14. Council received a further 27 responses objecting to the proposal from property owners outside the original letterbox drop of Bendigo Street and adjacent properties.
15. Of all individual submissions received – regardless of address – 47 out of 50 (94%) of objected to the proposal while 3 out of 50 (6%) supported the proposal. A further 3 submissions requested additional information.
16. In addition to the individual submissions received from local residents, Council received a petition with a total of 134 names objecting to the proposal. Of these objections, signatures included residents of 20 properties from the Bendigo Street catchment, 74 properties outside the local catchment but within the City of Yarra, while 13 addresses were from outside the municipality.

Financial Implications

17. Insurance claims resulting from damage to private properties in Bendigo Street due to the existing street trees is more than \$200,000 since 2005 across five properties. Council's insurers are currently dealing with two further claims.
18. Council has also expended \$244,000 replacing and repairing Council infrastructure in the same period. If the five street trees proposed to be replaced, remain in situ it is estimated that the additional expenditure will in the order of \$150,000 over a five year period.
19. The funding for the proposed works is available via the open space operating budget.

Economic Implications

20. There are no economic implications associated with this report.

Sustainability Implications

21. The mature and semi-mature trees in Bendigo Street offer local benefits by way of a reduction in the "heat island effect" through an effective canopy and Council has a broader objective to improve the amount of street trees in the Municipality.
22. The ability to establish new trees in the roadway while they are in direct competition with mature trees is limited. In Bendigo Street and at other locations across the Municipality, it is likely that mature trees will have to be removed from established avenues if the canopy is to be preserved.

Social Implications

23. The avenue of plane trees in Bendigo Street offer valuable benefits to the local community and are part of the overall amenity of the local neighbourhood.

Human Rights Implications

24. There are no direct human rights implications associated with this report.

Council Plan, Strategy and Policy Implications

25. The proposed works are consistent with the City of Yarra Asset Management Policy (2011) which includes a *Service Delivery Objective* which says "Council's exposure to risk is minimised in regard to asset failures property risk exposure, damage and loss".
26. The City of Yarra Street Tree Policy 2004:

"recognises the need to develop a replacement strategy for mature avenues of street trees to achieve sustainable management. The lack of a cohesive direction and policy has resulted in some inconsistent decisions being made regarding retention, removal and maintenance of existing trees. There is a need to distinguish between significant,

appropriate and inappropriate trees when determining future retention and management directions for the trees.”

27. The document identifies inappropriate street tree locations including those trees “Where trees unduly restrict safe and all ability access” and “assessment will need to consider the ongoing cost and potential damage to the tree, against the opportunity to remove and replant with a more appropriately sized tree.”

Legal Implications

28. Council carries a level of risk with all the street trees planted across the municipality, this risk can include, but is not limited to, damage to private and public property, risk of limb drop, risk to persons through trips and falls. Through regular inspections and routine maintenance interventions, these risks are managed to an acceptable level. As part of its capital tree planting program, Council also seeks to reduce the likelihood of future problems through appropriate species selection and tree locations.
29. In the case of Bendigo Street the damage to footpaths caused by tree roots requires an increased frequency of maintenance and replacement in order to ensure a safe path of travel for people of all abilities. As part of the Road Management Plan, tripping hazards are identified in footpaths where the intervention level of 30-50mm is exceeded.

Other Issues

30. It is recognised that the initial proposal will have some impact on the amenity of Bendigo Street through the removal of semi-mature trees. The ability to stage removals and replacement trees, however, minimises this impact and will maintain a level of canopy while giving newly planted trees the opportunity to thrive without being outcompeted by mature trees.
31. The ability to stage removals in feature avenues such as Bendigo Street will enable a continuity of tree canopy from the roadway (as opposed to the footpath), thereby avoiding mass removals when the entire tree stock reaches the end of its useful life or is found to be causing unmanageable damage to public and private property.

Options

32. Option 1 – Do not proceed with any tree removals or planting in Bendigo Street, Richmond

Pros

Only supported by three property owners in Bendigo Street, while 20 property owners in Bendigo Street opposed the proposal

Supported by signatories to multiple petitions from within Bendigo Street, nearby streets and from outside the municipality

Cons

Fails to address the current and future infrastructure damage (public and private) caused by the footpath trees

33. Option 2 – Proceed with the original plan, for eight trees removed from the footpath and 11 planted in the roadway

Pros

As part of a staged approach, addresses concerns about current and future infrastructure damage (public and private) caused by the footpath trees

Supported by three property owners, while a further

Cons

This proposal is not supported by the majority of feedback received from residents of Bendigo Street and beyond.

34. Option 3 – Modify the original plan and remove five trees from the footpath and plant nine trees in the roadway (Attachment 1)

Pros

The staged transfer of plane trees from the footpath into the road reserve is commenced

Fewer trees are removed (five) while nine tree are planted on the eastern side of Bendigo Street (a further two are proposed on the west side)

The trees proposed for removal are located where damage to infrastructure caused by tree roots is evident or where the tree has not matured at the same rate due to competition from nearby trees.

Despite the large number of signatories to a petition, only 20 out of 181 recipients of the original correspondence opposed the original proposal

The basis for the removal of the five trees identified in Attachment 1 is as follows:

1. # 15 – damage to brick front fence, kerb and footpath damage
2. # 21 – damage to brick front fence and footpath damage
3. # 71 – damage to brick front and side fences
4. # 85 – damage to front and side walls of brick house
5. The tree outside # 55 is proposed for removal because it is a smaller canopy tree that is not thriving due to competition from a nearby private tree. The impact of removing this tree is minimal and would enable a new roadside tree to be planted further away from competing private tree.

Cons

There has been considerable opposition to the original proposal from the broader community based on the original proposal to remove eight trees and a connection to the plane trees remains

Conclusion

35. The proposed removal of mature or semi-mature street trees often generates local feedback due to the regard in which the trees are held. There is also a strategic imperative that requires a review of mature trees where they do or may cause damage to infrastructure (public and private) as they mature due to inappropriate locations.
36. The feedback received during the consultation period identified that there is strong local support for retention of all trees, though only 20 of the 181 properties, absent property owners and adjacent properties responded to express opposition to the original proposal to remove eight trees.
37. For the long term benefit of the city, a balance must be found that enables current residents to enjoy the benefits offered by the existing avenue, while, at the same time, enabling future residents to enjoy the same benefits through responsible streetscape management. A staged program of removals and planting is the most appropriate method to achieve this balance.

RECOMMENDATION

1. That Council:
 - (a) endorses Option 3 (as outlined in Attachment 1) approving the replacement of five plane trees from the footpath with 11 plane trees in the roadway in Bendigo Street; and
 - (b) authorises officers to advise the residents of Bendigo Street, Richmond of its intention to proceed with the works in Winter 2013.

CONTACT OFFICER: Justin Hanrahan
TITLE: Manager Recreation and Open Space
TEL: 9205 5720

Attachments

- 1 Bendigo Street Revised Tree Planting Plan

10.3 Tudor Street Redevelopment - Stage Three EOI Response

Trim Record Number: D13/30304

Responsible Officer: Director Community Programs

Purpose

1. This report notes the receipt of the Stage Three Expression of Interest (EOI) response submitted by the Richmond Community Learning Centre (RCLC) for the redevelopment of the Council owned property at 49 Tudor Street at the corner of Westbank Terrace (the Site).
2. It will be recommended that Council receive any submissions related to the project and refer further consideration of the project to the 2013/14 budget.

Background

3. Previously the Site housed the Burnley Neighbourhood Centre (BNC) which offered a variety of neighbourhood house activities, including occasional childcare through Council's Maternal and Child Health service which operated at the Centre two days per week. The aerial photograph below shows the location and existing buildings on the site.



4. The decision to relocate the BNC activities to Lord Street in 2004 was made jointly between the Committee of Management and Council. Council had identified that the building which housed the Burnley Maternal & Child Health service was no longer 'fit for purpose' as a suitable and safe location to operate services for families and young children. The key issues underpinning these decisions focused on occupational health and safety, the state of the building and the suitability for continued use as an occasional care service centre.
5. In 2005, the BNC relocated most of its programs to operate from a newly renovated site at Lord Street, Richmond. In June 2006, also BNC relocated its occasional care service to the Lord St Neighbourhood House site. In May 2006, families attending the Burnley MCH service were notified of the closure of the site and the relocation to South Richmond.
6. Council determined to initiate the statutory processes required for the sale of the land. A set of design principles were developed to guide and limit any future private development on the site.
7. This initial process was abandoned by Council in early 2008 and any determination on future use referred to the new Council due to be elected in late 2008.
8. After consideration of a report Council determined to reinstate the statutory processes required for the sale of the land in mid 2010.

Decision to Abandon Sale of Land

9. In February 2011 Council resolved on a Notice of Motion to abandon the proposed sale of Tudor Street and seek expressions of interest from the community for its future use. A report seeking clarification on the scope of the EOI and intended uses was received by Council in April 2011.

EOI Process

10. In April 2011 Council gave public notice that it would receive EOIs from local community groups for the future community use of the property and buildings located at 49 Tudor Street, Richmond.
11. Local community groups were defined as incorporated, not for profit groups or organisations that operate within the boundaries of, or are based within the City of Yarra.
12. Options contemplated through the EOI process included:
- (a) renovation and re-use of existing buildings;
 - (b) demolition (partial, or whole) of existing buildings; or
 - (c) partial or total redevelopment of the site.
13. Council resolved that the scope of intended uses would include, but not be limited to the following:
- (a) provision of neighbourhood house activities including training and development;
 - (b) toy library, occasional child care and allied playgroups;
 - (c) general multi-purpose community meeting space;
 - (d) arts based activities and studios under the 'Room to Create' program;
 - (e) community garden activities;
 - (f) social enterprise incubator generating local employment;
 - (g) development of affordable housing options;
 - (h) office space for not for profit organisations;
 - (i) local open space for passive use;
 - (j) activity space for older adults; and
 - (k) youth activity space.

Outcomes of Stage One

14. Outcomes from Stage One of the EOI process were reported to Council in August 2011. Council resolved:
- (a) *That Council, after consideration of submissions, determine to move forward in the process to Stage Two of the Expression of Interest process with the following proposals on the basis that they represent best value for the community and submitters have identified the strongest linkages to the 2009/13 Council Plan:*
 - (i) *Tudor Street Community Link – Richmond Community Learning Centre (RCLC), Burnley Community Hub– here studio and Richmond Toy Library; and*
 - (ii) *Demonstration Site and Program Accommodation – Cultivating Community and the Tudor Street Community Garden – Richmond Community Garden Group;*
 - (b) *Council provided a financial contribution of \$10,000 for each short-listed proposal to underwrite the preparation of a feasibility study to inform Council's decision making on Stage Two of the Expression of Interest.*

Outcomes of Stage Two

15. Stage Two of the EOI opened in the first week of November 2011 and closed on 27 April 2012.
16. A report on outcomes of Stage Two was presented in June 2012 and Council resolved as follows:
 1. *That Council, having heard submissions on this matter:*
 - (a) *resolve to proceed to Stage Three of the Eoi process with the consortium headed by Richmond Community Learning Centre (RCLC);*
 - (b) *note that the Stage Two submission of RCLC consortium requires a capital contribution from Council of approximately \$583,000 and \$204,300 in working capital or recurrent contribution, comprised of:*
 - (i) *Project worker \$82,000*
 - (ii) *Participatory Design \$85,000*
 - (iii) *Incidentals and Errors \$37,300*
 - (c) *note that Stage Three will involve the RCLC consortium proceeding to detailed business and project implementation planning that will be supported by Council funding, this planning will include:*
 - (i) *confirmation of business and service planning noting the comment from the assessment committee regarding the 'ambitious' nature of the proposal;*
 - (ii) *further consideration of the proposed governance structure including the potential to move to a consolidated governance arrangement across multiple sites;*
 - (iii) *detailed land use planning advice;*
 - (iv) *a detailed project implementation plan including phasing and staging of works; and*
 - (v) *detailed cash-flow requirements for funding the project noting that \$280,000 has been carried forward into the 2012/13 financial year for these works;*
 - (d) *note the consortium request for a 25 year lease for the subject site;*
 - (e) *receive a further report in August or September 2012 which will report on:*
 - (i) *a detailed business model and project implementation plan as developed by the RCLC consortium;*
 - (ii) *an Infrastructure Services technical assessment of the proposed project implementation plan;*
 - (iii) *the statutory obligations on Council regarding a 25 year lease or licence with the consortium;*
 - (iv) *budget and financial implications (including cash-flow statement) for Council for the 2012/13 and 2013/14 financial years; and*
 - (f) *note the highly regarded submission from Cultivating Communities and request that the Mayor write to the CEO thanking the Board and staff for their contribution to the process.*

Stage Three Expression of Interest

17. In July 2012 the Richmond Community Learning Centre were provided with the outline requirements for Stage Three of the EOI process.
18. The outcomes of Stage Three were to be received in October 2012 but this was delayed because of relationship issues between Richmond Community Learning Centre and the original architects. This required the replacement of architects and review of the original master planning for the site.

19. The Stage Three Project Implementation Plan (the Plan) was received on 06 March 2013 and included in this report at Attachment One.
20. The Plan has been the subject of consultation with the Statutory Planning Branch and a cross organisational working group was formed to provide input into the final draft prior to receipt.
21. Key elements of the Project Implementation Plan include:
 - (a) the site will remain as Council property;
 - (b) the buildings would be Council assets;
 - (c) it is assumed that the works will be undertaken 'for and on behalf of Council' thus avoiding the need for a planning permit;
 - (d) the Business Plan includes a narrative form 'Day in the Life of Burnley Backyard';
 - (e) the key objectives of the proposal are:
 - (i) to make effective use of indoor and outdoor space to maintain its role as a community facility for the next 25 years;
 - (ii) retain this facility for use by the community;
 - (iii) build shared capacity and learning opportunities for the community;
 - (iv) identify and build a social enterprise to contribute to ongoing sustainability of the site; and
 - (v) develop a facility that has complementary activities to other community based facilities in the area now and into the future.
 - (f) a significant number of activities and programs are planned for the facility;
 - (g) the proposal includes a robust service plan outlining programs, facility hire, community participation and community gardening;
 - (h) a full budget and operating cash flow for the project is included in the project implementation plan;
 - (i) the proposal includes outcome measures, performance indicators and an evaluation framework; and
 - (j) a risk management plan outlines the key risks related to the project.

Consultation

22. There has been significant community consultation on the proposed sale of the subject site and at various stages through the development of the current redevelopment proposal.
23. The local community is very committed to the retention of the site for community purposes and there has been a high level of engagement in the development of the schematic design presented to Council in the Stage Three Project Implementation Plan.

Financial Implications

24. The total development cost for the redevelopment of the Tudor Street site has been noted in previous Council budgets as being around \$800,000. The 2012/13 budget included an allocation of \$280,000 in carry forward works and noted that a further budget allocation of \$500,000 would be required for the project.
25. Because of project delays the current year allocation of \$280,000 was reallocated to other projects on the capital works program through the capital works monitoring process and noted in quarterly finance reports to Council.
26. The Stage Three Project Implementation Plan estimated budget required to deliver the submitted project is:
 - (a) a capital works budget required to deliver the project is estimated at \$865,000; and

- (b) additional funding of \$139,200 spread over 5 years is required to support the development and implementation of the project.

27. Estimated project cash flow is outlined in the table below:

Project Year	Estimated Cost	Notes
Year One	\$20,000	Consultancy to complete Design Development and Town Planning
	\$12,900	Operational Costs to Support RCLC
Year Two	\$556,500	70% of contract works
	\$19,200	Operational Costs
Year Three	\$288,500	30% of contract works + loose furniture and equipment
	\$35,000	Operational Costs
Year Four	\$35,700	Operational Costs
Year Five	\$36,400	Operational Costs

28. An allocation for further soil testing has been noted in the implementation budget but this is one area of potential financial risk for the project.

Economic Implications

29. There are no significant economic implications arising from this report.
30. The expansion of the operational reach of the Richmond Community Learning Centre will potentially allow the Centre to create minor economies of scale in operations by allowing additional income generation activities on the Tudor Street site.

Environmental Sustainability Implications

31. The proposed design incorporates a significant community gardening program and the design has high levels of ESD through the following elements:
- (a) acting as a demonstration site for local environmental initiatives;
 - (b) rain water harvesting to a 23,000 litre collection tank;
 - (c) passive sun control to west facing elevations through the use of deciduous trees and vines;
 - (d) salvaged brickwork to be re-used in paving, seating and outdoor paved areas;
 - (e) use of a central gas boosted solar hot water system; and
 - (f) exploration for the potential of a neighbourhood composting facility to be developed on-site.

Social Implications

32. The implementation plan commits to the development of at least one social enterprise from the subject site within the first year.
33. Through the redevelopment of the site and developing programs and activities the RCLC aims to achieve:
- (a) strong community participation through attendance, range of relevant activities and differentiation;
 - (b) a local flavour with local decision-making through a Friends of Burnley Backyard support group;
 - (c) community connection by being inclusive, welcoming, accessible and open to the community; and

- (d) bringing community together and connecting young and old and reducing isolation arising from the project.

- 34. The Project Implementation Plan provides a strong outline of the proposed social benefits and implications.

Human Rights Implications

- 35. There are no significant human rights implications arising from the proposal.

Council Plan, Strategy and Policy Implications

- 36. The 2009/13 Council Plan recognises the important role that neighbourhood houses and community centres play in supporting our creative and diverse communities:

“Council services and community centres can play a major role in neighbourhoods. Libraries and Neighbourhood Houses meet a range of educational, learning, social and cultural needs and bring together our diverse community. Children’s centres, halls, seniors’ centres and the town halls are also central to the vibrancy of our neighbourhoods.”

Legal Implications

- 37. There are no significant legal implications arising from the project. It is noted that the RCLC has requested a 25 year lease for the subject site. Council would normally offer a 3 to 5 year lease arrangement except where there are exceptional circumstances where there is a significant capital contribution or requirement from a third party funding agency.

Other Issues

- 38. There are no other issues to note.

Options

- 39. This report notes the receipt of the Stage Three Expression of Interest (EOI) response submitted by the Richmond Community Learning Centre (RCLC) for the redevelopment of the Council owned property at 49 Tudor Street at the corner of Westbank Terrace (the Site).
- 40. It is recommended that Council receive any submissions related to the project and refer further consideration of the project to the 2013/14 budget.
- 41. After due consideration Council has a range of options available related to the project, these are:
 - (a) determine to fund the project according to the submitted proposal;
 - (b) defer project implementation to a future year; or
 - (c) abandon the project.

Conclusion

- 42. The decision to remove Council and community services from the Tudor Street site and proceed to sale of the property dates back to 2004/05. There has been strong engagement from the community in support of retention of the site for public use and the proposal submitted by the Richmond Community Learning Centre and partners through the expression of interest process is consistent with these stated aspirations.
- 43. In early 2011 Council abandoned the proposed sale of the site and determined to commence a three stage expression of interest process. At each stage Council has signed off on the required criteria and proactively resolved to proceed to the next stage.
- 44. The submission received from RCLC and partners has been reviewed by an internal officer working group and appears to be a viable redevelopment proposal for the site.

RECOMMENDATION

1. That Council:
 - (a) notes the receipt of the Stage Three Expression of Interest response submitted by the Richmond Community Learning Centre for the redevelopment of the Council owned property at 49 Tudor Street at the corner of Westbank Terrace (the Site);
 - (b) receive and consider submissions related to the project; and
 - (c) refer further consideration of the project to the 2013/14 budget process.

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TITLE: Director Community Programs
TEL: 9205 5100

Attachments

- 1 Tudor Street EOI Stage 3 Implementation Proposal

DRAFT F 060313



S3 Project Implementation Plan

Burnley Backyard

49 Tudor St, Richmond
March 2013

Richmond Community Learning Centre +
Richmond Community Garden Group

content studio

Architects and Designers

Springboard
TRAINING SOLUTIONS PTY LTD

Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal

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Introduction

A1

A1.1 A Day in the Life of the Burnley Backyard

It's just after 7am and there is already a group of fifteen people under the central arbour of the Burnley Backyard. The Tai Chi instructor guides both the experienced practitioners and novices through their moves. It's late summer, so classes are still an open-air, activity but some weeks from now, they will move to the comfort of the Flexible Room for their early morning sessions.

As the Tai Chi group leaves at 8.30, the Community Engagement Officer and several volunteers are arriving at the office for a meeting about an upcoming weekend market. There's three weeks to go, and they've just had confirmation from the mobile food vehicles; tacos, organic gelato, fair trade coffee and several more who will cater for the expected crowd. As they close the door of the office, four local residents come onto the site to tend their leased garden plots, pulling weeds and harvesting late tomatoes. In the adjacent Tin Shed, another of the garden group kindly makes coffee for the others.

By 9.30, two of the gardeners are leaving for their day jobs in the CBD while the others stay on. The door from the Flexible Room is now open to the Play Area where several young children are riding balance bikes. Inside, their parents are doing a family history workshop. It's purposeful but casual enough to allow for the interruptions of small children and the feeding of babies. Ideas, conversation, childcare advice and cake are all being shared.

A couple of hours later in the Workroom, the furniture up-cyclers are gathering. Each person has been working on their own small project for the past month and this is completion day. Several of the pieces will be offered up for sale at the imminent market. When they're finished their work around 3 o'clock, they'll clear the room for the bicycle maintenance group, who will come in next week and occupy the Workroom for the next month.

Meanwhile, in the office. The Community Engagement Co-ordinator is on the phone taking another two bookings for children's parties – they'll use the outdoor and Play Area but has the option of the Flexible Room and kitchen too. An email has also come in inquiring about using the Burnley Backyard to host a micro film festival next summer with a view to making it a regular event.

It's now later afternoon in the Kitchen Garden and an elderly member of the local Greek community is here to pass on his knowledge about growing grape vines over carports, climbing beans in pots, herbs in window boxes because he's an old hand at compact gardening. He and his daughter (she's a support and sometime a translator) are here from 4 till around 6 today with close to a dozen keen participants who have dropped by to listen and chat.

Back in the Flexible Room again, the first of three classes is being run by a local entrepreneur on "How to set up your own home-based business". The classes are very popular both with stay-at-home parents and "down-shifters" and were booked out soon after being advertised on the website. The 6.30pm start time gives a broad number of people a chance to participate.

There's one final class running in the Studio which is the short and sharp "Making the most of your Gadgets" series. It's a perfect one for the time-poor and goes between 8 and 9pm. Tonight the group will find out everything they need to know about smartphones while next week it will be "What can Kindles do?"

Now it's dark in Burnley, a little after 9 o'clock. The chickens are asleep and have been locked in their coup, the worm farm is silently doing its thing and the last people have left the site for the evening, quietly downloading new apps on their phones as they walk home.

A1.2 Introduction

This technical specification and business plan for the development and use of 49 Tudor Street in the City of Yarra is presented by the partnership of Richmond Community Learning Centre Inc and Richmond Community Garden Group Inc as Stage 3 of the process for the development of the site for community purpose.

We have taken the consultation process and recommendations from the community during the previous stages and developed a model that will encourage all members of the community to take part in activities offered from the site. We respect the memory of the previous use of the site for neighbourhood house activities and social engagement and through this business plan, aim to return this amenity to the community through developing a community backyard. The layout of the 'Burnley Backyard' incorporates both indoor and outdoor spaces in keeping with the backyard theme. It incorporates garden plots, a work room for handicraft and fix up projects, an arts and crafts studio, indoor and outdoor meeting spaces and a backyard space for children's toys and games.

We have continued to have conversations with community members and businesses and encapsulate their ideas in the potential programs and use of the space. Community input is important to the development and sustainability of this site and we intend that a Community Engagement Coordinator position will focus on engaging with community and businesses to maintain usage of the site.

In the development of this plan, we have made the following premise:

1. The Burney Backyard will offer both indoor and outdoor opportunities for the community;
2. We will identify and encourage all segments of the community to take part, particularly the socially isolated;
3. We will consult, engage and develop relationships with local community, groups and business;
4. We aim to build community identity through the Burnley Backyard;
5. Richmond Community Learning Centre Inc will provide community governance of the site, in partnership with Richmond Community Garden Group Inc;
6. We will identify at least one social enterprise to support income generation for the Backyard;
7. The Burnley Backyard will operate as an additional site of RCLC.

In order to achieve these ambitions, we will require the support of the City of Yarra Council as well as the security of a 25 year lease of the site for community use.

A1.3 Objectives

Our key objectives for the development of the Burnley Backyard are to:

1. Make effective use of the indoor/outdoor space at 49 Tudor Street to maintain its role as a community facility for the next 25 years;
2. Retain this facility for use by the community;
3. Build shared capacity and learning opportunities for the community;
4. Identify and build a social enterprise to contribute to ongoing sustainability of the site;
5. Develop a facility that has complementary activities to other community-based facilities in the area now and into the future.

A1.4 Process

Following the consultation process of Stage 2, Richmond Community and Learning Centre (RCLC) Committee of Management reviewed their commitment to the development of 49 Tudor Street. The findings of Stage 2 consultation identified a need for activities that could be offered by RCLC. Instead of working towards a transition of the site to a new community entity, RCLC is able to return activities to the site (its former location) in addition to its current location in Lord Street. This would also ensure effective governance of the Burnley Backyard.

At the same time, RCLC will be able to offer support to build governance skills for the Richmond Community Garden Group to manage the community garden space on the site.

The partners would like to acknowledge the work carried out by former partners here studio during Stage 2 and the development of the concept design.

Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal

Governance

A2

A2.1 Governance

The Burnley Backyard will be managed by the Richmond Community Learning Centre (formerly Burnley Neighbourhood House) in partnership with the Richmond Community Garden Group.

A2.2 Common Vision

In September 2012, the partners met to explore a common vision for the Burnley Backyard. This vision involved strong community participation with a local flavour and local decision-making

The Burnley Backyard will be a much needed community space for the sort of indoor/outdoor activities that used to happen in backyards, like having barbeques, children's parties and games, or tinkering in the shed, as well as gardening and growing food.

A2.3 Richmond Community Learning Centre

Richmond Community Learning Centre currently offers its programs and services from 92 Lord Street. RCLC will continue to deliver programs from Lord Street, but will also offer programs from the Burnley Backyard. These programs will be self-sustaining and will feature indoor outdoor amenity. Both venues will highlight sustainable green practices.

RCLC's Committee of Management will provide oversight of the planning, management, risk and operations of the Burnley Backyard through a working party including the RCLC Coordinator and a representative of Richmond Community Garden Group. The working party will meet monthly prior to RCLC committee meetings and will present a business and financial report for the committee meetings. In the early stages, this group may meet fortnightly as required.

On the day-to-day level, a part time Community Engagement Coordinator (15 hours per week) will be employed by RCLC to develop new business for the Burnley Backyard. This position will be located at the Tudor Street premises. The Community Engagement Coordinator will liaise closely with the architect and builder during the set up phase.

For the first year of operation, RCLC will be responsible for the management and operation of Burnley Backyard, whilst mentoring RCGG. Overall policies and procedures, administration and legal matters will be the responsibility of RCLC in accordance with the Neighbourhood House Coordination Program Guidelines.

This will provide the Richmond Community Garden Group (RCGG) with time to develop and implement a plan for sustainability, develop policies and procedures for garden users and to build the garden area for use. RCLC will support RCGG to strengthen its governance over this period.

A2.4 Richmond Community Garden Group

As a relatively new entity, RCGG will be mentored through the first year of the development and operation of the community garden by RCLC. RCGG will have access to the guidance of RCLC as well as support for the development of a sustainable operational plan and model, the development of appropriate policies and procedures for the garden and the management of risk. The community garden will be set up and managed by volunteers under the leadership of RCGG.

During the first year, RCGG will expand its membership base through the community garden and also by reaching out into the community through community education programs and events.

A Volunteer Coordinator will collaborate with the Burnley Backyard Community Engagement Coordinator to program activities, manage risk and integrate activities to maximum benefit.

A Memorandum of Understanding will be established at the beginning of year one to define the roles of the partners through the transition of governance in Year 1 to a partnership arrangement in Year 2 with respect to RCGG taking responsibility for the management, risk and financial viability of the community garden. The simplest model may be that RCLC sub contracts the community garden space to RCGG using a Memorandum of Understanding. RCLC takes responsibility for the management of the rest of the site. Both partners collaborate to maximise cross-use of facilities and raise funds for the continued viability of the Burnley Backyard. A common vision and community values will underpin the success of this collaboration.

A2.5 Community Participation

For a fee of \$40, the community will be invited to become Friends of Burnley Backyard. As Friends of Burnley Backyard, individuals will enjoy periodic benefits such as reductions to program fees and room hire, as well as be informed as a priority about new events and activities. The Friends of Burnley Backyard will be consulted and invited to provide feedback on the development of activities on the site.

People interested in becoming a member of Richmond Community Learning Centre will be able to apply using RCLC's membership application form and processes. Members will be able to elect the Committee of Management (or even become a member of the Committee of Management). All other benefits of being a member of RCLC will apply.

People interested in becoming a member of Richmond Community Garden Group will be able to apply using RCGG's membership application form and processes. Members will be able to elect the Committee of Management (or even become a member of the Committee of Management).

Being a member of RCGG or a Friend of Burnley Backyard does not automatically entitle an individual to a community garden plot. Community garden plots will be allocated according to a process developed by RCGG with conditions that will apply such as participation in working bees, events and support for activities.

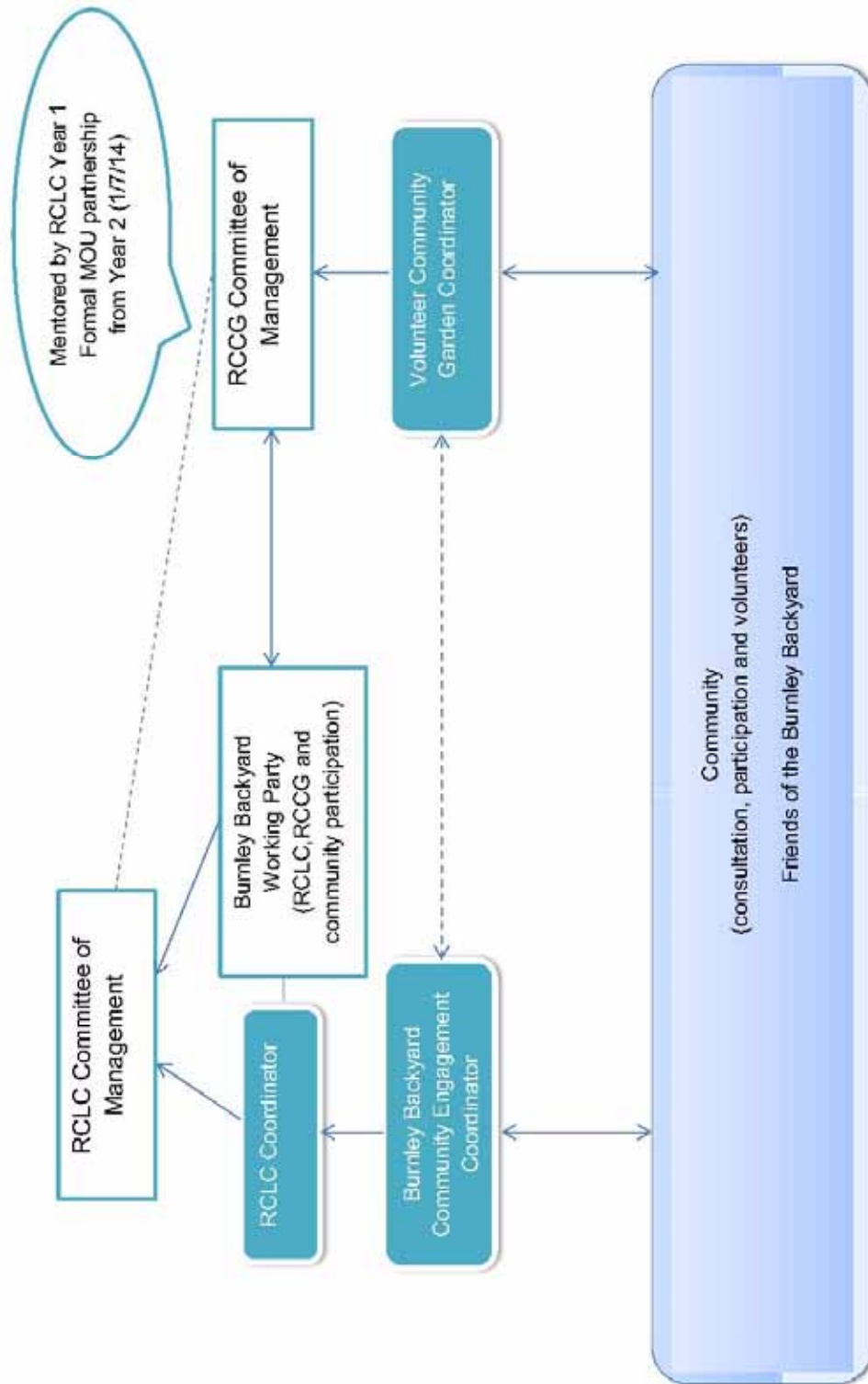
A2.6 Volunteers

We will encourage community members to volunteer their time in a variety of roles to support the Burnley Backyard. These roles will be across the site and operations and will be managed by RCLC and RCGG according to the areas of responsibility. A joint volunteer manual will be developed to ensure consistency. Volunteers will not be limited to members of RCLC, RCGG or the Friends of Burnley Backyard.

A2.7 Social Enterprise

Over the first three years, we will encourage the development of at least one social enterprise from the Burnley Backyard. This will require time, trust and continuity which why our ability to create a sustainable social enterprise hinges on having the financial resources to employ a Community Engagement Coordinator. The structure of the social enterprise will be dependent on the nature of the enterprise and the interests of the two partners. We aim for the social enterprise to generate income to contribute to the sustainability of the backyard by Year 5.

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Programs and Activities

A3

A3.1 Programs and Activities

The Burnley Backyard will be a stand-alone operation of the Richmond Community Learning Centre (RCLC) in partnership with the Richmond Community Garden Group (RCGG). Primary foci of the site will be on sustainable practices, health and leisure that will meet the lifestyles and aspirations of the local community. It will incorporate a community garden, kitchen garden and chook run, kitchen, an arts and crafts studio, a workroom for restoration and maintenance projects and a flexible room for programs and activities. An outdoor room will provide additional opportunities for activities to take place outside. The outdoor playground will be utilised both by site users and for children's activities.

In considering these features, the partners incorporated the findings from the community research carried out in Stage 2 and follow up conversations with members of the community. These findings include a strong community demand for:

- ✓ External community space
- ✓ A community garden
- ✓ Craft and workshop space
- ✓ Kitchen facilities
- ✓ Internal community meeting rooms

The proposed design for 49 Tudor Street will provide RCLC with the flexibility to incorporate ideas identified by the community for programs and activities such as:

- ✓ Community and social group meetings
- ✓ Recycling and fixing things up
- ✓ Keeping chooks
- ✓ Computer classes for seniors
- ✓ Craft exchanges
- ✓ Markets and events
- ✓ Special interest groups
- ✓ Children's activities and parties.

In developing the programs and activities that will be offered from the Burnley Backyard, we aim to achieve:

1. Strong community participation through attendance, range of relevant activities and differentiation;
2. A local flavour with local decision-making through a Friends of Burnley Backyard support group;
3. Community connection by being inclusive, welcoming, accessible and open to the community;
4. Bringing community together and connecting young and old, reducing isolation.

Programs and activities will be offered from the Burnley Backyard specifically for the local community yet complementary to the programs and activities offered from RCLC premises in Lord Street.

A3.2 Target Groups

The population of Burnley has been stable over the last 5-7 years but is expected to grow rapidly in the next two years as a series of newly constructed apartment blocks in the vicinity are completed and occupied. The old GTV9 site in Bendigo Street is by far the largest development in the Burnley area with around 400 apartments but there are also a number of smaller (40 – 100 dwelling) developments either awaiting permit, under construction or near completion. The majority of accommodation on offer is one or two bedroom apartments so it could reasonably be expected that the ratio of single or couple households will soon far outweigh the number of households with children, and that this trend will continue.

In the Burnley area 53% of residents are single, 14% of households are made up of couples with children while 29.9% are couples without children. Although the percentage of residents now living in flats, units or apartments is lower than the City of Yarra average, this percentage is turning fast as we see a continuing trend towards much higher density living.

Historically, the suburb of Richmond has been home to a diverse population of immigrants from the British Isles, Greece, China and South East Asia. However it is worth noting that there has been a demographic shift in the Burnley district in recent years. Compared with the City of Yarra overall, where 69.3% of people have English as their only language, here in Burnley it is as high as 80.4%.

The programs and services offered from the Burnley Backyard, and outlined in this report, will be targeted to this local community. With the burgeoning interest in "city agriculture" there are those who want to be part of the movement but have no private backyard of their own. There are also many residents without access to a shed or large room. The Work Room, Arts and Craft Studio and Community Garden will provide options for these residents.

Within the communities, individuals, families, community groups and business will have access to a local indoor and outdoor meeting space as well as a range of programs that promote social engagement and lifelong learning opportunities.

The Burnley Backyard project offers a choice of venues and targeted programming that reflects the community's memories of the previous activities offered through the Burnley Neighbourhood House while building a whole new level of activity that responds to the changing needs of the local community.

A3.3 Facilities and Services

The community will have access to the following facilities and services:

- Community garden - shared and individual plots
- Bookable spaces –meeting room for up to 50 people, work room, arts and craft studio and outdoor room for fitness classes, photographic opportunities and community events
- An outdoor play area for children's activities
- Kitchen space to support activities on the site

The community will be able to hire indoor and outdoor space through the Richmond Community Learning Centre.

A3.4 Potential Programs and Activities

Community garden	<p>Friends of RCGG – working bees 23 leased garden plots Organic gardening classes Successful "companion planting" classes</p>
Kitchen garden	<p>Community group garden beds Legacy vegetables garden beds Multicultural/disability garden beds Chooks</p>
Work room	<p>Small-scale furniture restoration activities and classes Small scale woodwork and carpentry classes Bicycle maintenance particularly vintage bicycles Household items repairs including "Fixit" clubs Mosaicking Teaching disabled and long-unemployed to restore furniture for resale School holiday theatre performances (see Outdoor Room) Rehearsal space for existing amateur theatre groups in surrounding suburbs</p>
Arts and craft studio	<p>Textile workshops (including fabric printing, yarn crafts and soft furnishings) Painting, Life drawing, Printmaking, Papermaking Feng Shui instruction Wardrobe mining – recycling and repurposing clothing School holiday theatre performances (see Outdoor Room)</p>
Flexible room	<p>Adult education programs Fitness classes Children's parties Basic computer skills for older residents Digital literacy classes (guide to social media, the art of blogging, guide to smartphones) E-learning classes including to support community garden group, fixit groups etc to meet online and use web tools Buying and selling online classes Mothers groups – for new and isolated local mothers Set up choir with support of/auspices by Richmond Music Academy Second hand book swap meets Family history classes and groups History group – including interpretation project and interactive walking tours of Richmond Energy efficiency programs – extension of Greener Houses Project "How to start up a home based business" workshop Bookable access for community and business groups to meet</p>
Outdoor room	<p>Fitness classes (tai chi, yoga, Pilates,) BBQ's – both formal and casual social gatherings Mini Markets run by existing organisations such as Hello Sailor Vintage Fairs, Suitcase Rummage, Crate Digger Record Fairs Mini Farmer's Markets – surplus local backyard/onsite produce Outdoor film nights (short films, animation, Tropfest Films) Open microphone poetry afternoons and evenings Second hand book swap meets School holiday theatre performances (also Art Craft Studio and Work Room)</p>
Kitchen	<p>Bookable access for programs in flexible room, outdoor room, studio and work room</p>
Play area	<p>Bookable access for children's birthday parties For use by children of community garden users (supervised) Extension for users of the Outdoor Room</p>

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A3.5 Potential Room Hire and Collaboration with Local Business and Community Groups

Kitchen	Specialist cooking classes From garden to plate classes	Expressions of interest received from local restaurants and cafes
Arts and crafts studio	Jewellery Remodelling of vintage garments and accessories	Expression of interest from local vintage goods shop
Work room	Restoration of vintage items Hand-made and upcycled objects Beer making	Expression of interest from local vintage goods shop Discussions with beer making companies
Community Garden	Supply of produce	Expression of interest from local café
Kitchen Garden	Older Greek residents to teach others how to have small productive gardens in the city Bee keeping	Connection with local Greek community through RCLC CoM and St Bartholomew's Church Op Shop In consultation with the Melbourne Apiarist Society for advice
Flexible room	Music, dance and drama classes	Hire out to individual instructors and groups Richmond Music Academy

The following organisations and businesses have been approached and have expressed an interest in future involvement and/or partnerships with Burnley Backyard:

- Three Ducks, Gluten free grocer, Burnley Street
- Minette's Vintage, Vintage and upcycled items, Burnley Street
- Gypsy & Mosquito Café, Bridge Road
- St Bartholomew's Church, Burnley Street
- Richmond Music Academy, Burnley Street
- Tamara DiMattina, Buy Nothing New Month, Burnley Street
- 1der, Ad Agency, Burnley Street
- Penny House, Café, Burnley Street

A3.6 Social Enterprise

Over the first three years of operation, we will investigate options for establishing at least one social enterprise from the Burnley Backyard. This social enterprise will support the ongoing sustainability and growth of the site. We expect the social enterprise to be fully operation and generating income by Year 5.

Service Plan

A4

A4.1 Service Plan

Our service plan focuses on four main areas:

- 4.1.1 Programs for the community
- 4.1.2 Facility hire
- 4.1.3 Community participation activities
- 4.1.4 Community garden

4.1.1 Programs for the Community

The programs we will offer will reflect consultation and feedback from the community. RCLC will offer a range of neighbourhood house activities, particularly activities that encourage social engagement. These will include adult education, arts and crafts, health and fitness and general interest programs. Programs will also be offered from the community garden in collaboration with RCGG.

Revenue from the programs will support the ongoing viability of the site.

4.1.2 Facility Hire

Hire of facilities is expected to be a significant revenue stream to support the sustainability of the Burnley Backyard. The Flexible Room will be available for external bookings for up to 30 people (theatre style), as well as the Outdoor Room, Arts and Crafts Studio and multipurpose Work Room outside of times used for planned neighbourhood house/community programs.

The kitchen may be booked to support other activities on the site, including room hire as long as it is not being used for a planned program.

The play area is bookable as part of supervised children's parties or family activities and can be booked as an overflow space for the Outdoor Room.

Plans and processes will be put in place to ensure a balance of use for planned programs, the community and commercial hire whilst maintaining financial viability.

4.1.3 Community Participation Activities

A strong feature of our service plan is programs that encourage the participation of the local community; a community that has sense of community heritage, a strong culture of recycling and fixing up and a significant number of single householders and couples without children (who therefore don't have access to social networks around young families). In addition to the community garden, we will offer activities that encourage people to learn or share skills in restoration, household maintenance and ornamental features. We will both introduce new programs and encourage new groups.

4.1.4 Community Garden

The community garden will be managed by the Richmond Community Garden Group. The Burnley Backyard Community Garden will comprise 23 private beds and a kitchen garden for community groups and activities. The kitchen garden will also incorporate a chook house. Equipment will be stored in a communal shed and a covered meeting space will provide shelter from the rain.

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Programs and events will be offered through the Community Garden including community education programs, projects within the community, food preservation and produce sales. Income will support the Community Garden and contribute to the viability of the Burnley Backyard.

There will be three stages in the development of the productive gardens associated with the Burnley Backyard:

1. The first, which has already been funded by a grant from Landcare Australia, will be four demonstration wicking crate planter boxes on the adjacent nature strip. These will be created as soon as the site becomes available, to arouse interest in the community.
2. The second stage will be the development of an enclosed area of 5 square metre plots whose users will pay an annual rent for them. Subject to satisfactory soil testing to confirm that this area of the site is not contaminated, we anticipate that the majority of these garden plots will be in-ground rather than in planter boxes, providing an opportunity for exploring long-term soil remediation and enrichment, which will encourage each tenant to develop a lasting engagement with their own plot as they build up its soil.
3. The third stage will be the development of the kitchen garden once the construction work on site is finished. The kitchen garden will comprise the productive garden adjacent to the outdoor room, plus all the areas of productive garden elsewhere on the site, such as espaliered fruit trees along the fence lines and soft fruit or vines in the planter boxes which will be used to delineate different areas on the site. These areas will be available for any member of the RCGG to garden in, and to share the produce from. The kitchen garden will use raised planter boxes: these are very suitable for quick-growing crops with immediate visual impact.

All the gardeners on site will be governed by the rules of the RCGG, which will define the rights and responsibilities of the ordinary members and the plot-holders. The rules, which are being developed in consultation with existing community gardeners locally and nationwide, will embrace the principles of sustainability, equity and mutual education.

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A4.2 Snapshot of usage of the Burnley Backyard

The following is an indicative snapshot of how the Burnley Backyard might be programmed on a weekly basis. This table shows that multiple activities can occur on the site at the same time without interrupting each other with noise and access, utilising both indoor and outdoor space.

Room	Description	Mon		Tues		Wed		Thurs		Fri		Sat		Sun		
		am	pm	ev	am	pm	ev	am	pm	ev	am	pm	ev	am	pm	ev
Flexible Room	Community education and general interest	T		C			T									
	Party hire												OC			OC
	External hire - agendas, community meetings, business		C						O		OC	OC				
	Community groups			O	O											
	Vacation Programs	OC			OC		OC									
Outdoor Room	External hire for fitness etc			O			O	O								
	Community fitness programs	T							T							
	Markets/community events												OC			
	Fundraising events Inc BBQs												OC	OC		
Work Room	Community groups															
	Community education programs															
	Community groups															
Arts and Craft Studio	Community programs															
Programs – Term																
- Compact																
- Occasional																
Facility Hire - Ongoing																
- short term																
- Occasional																

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A4.3 Usage Plan and Estimated Revenue

4.3.1 RCLC Programs and Room Hire

RCLC Room Hire

Space	Purpose	Cost per hour/session	Daytime usage	Expected revenue Year 2 (40% capacity) (July 14-June 15)	Expected revenue Year 3 (60% capacity) (July 15-June 16)	Expected revenue Year 4 (80% capacity) (July 16-June 17)	Expected revenue Year 5 (full Capacity) (July 17-June 18)	Comments
Flexible Room	Room Hire	Yr 1-2 \$20 per hour \$60 per half day \$120 per full day	Functions - Occasional Up to 20 days equiv per year	960	1,440	2,000	2,560	Target 10 functional meeting hire days per year
		Yr 3-4 \$25 per hour \$65 per half day	Community groups/ external classes 2 hours each per wk Target 2 groups	1,280	1,920	3,200	4,000	Target 2 groups per term (eg music dance)
			Agencies/businesses 1 x am 1 x pm 2 hrs per wk Target 2 groups	1,600	2,400	3,200	4,000	Target 2 groups per term
			Compact courses 5 per term - tot 20 half day/evening	480	720	1,040	1,300	Target 20 per year
	Parties (Kitchen option) Yr 1-2 \$20 Yr 3-4 \$25) includes outdoor	Yr 1-2 \$110 per hire Yr 3-4 \$120 per hire	Weekend Hire only 40% take up on kitchen option	2,832	4,248	6,240	7,800	Target 60 per year

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4.3.1 RCLC Programs and Room Hire(cont)

Room Hire

Space	Purpose	Cost per hour/session	Daytime usage	Expected revenue Year 2 (40% capacity) (July 14-June 15)	Expected revenue Year 3 (60% capacity) (July 15-June 16)	Expected revenue Year 4 (80% capacity) (July 16-June 17)	Expected revenue Year 5 (full Capacity) (July 17-June 18)	Comments
Outdoor Room	External classes Fitness	Yr 1-2 \$40 per session 20/hour	3 sessions per week	1,920	2,880	4,224	5,280	Target 2 mornings/week
	Markets/community events	Yr 3-4 \$44 per session 20% of profits for organised BBY fundraising event	5 events per year bric-a-brac, garden produce, plants, books	600	900	1,200	1,500	Target 5 events conservative est
Work Room	External Groups	\$400/term for 2-3 hours per week Yr 3-4 \$440	3 groups x 4 terms evenings	1,920	2,880	4,224	5,280	
Arts & Craft	External Groups specialist crafts & materials	\$400/term for 2-3 hours per week Yr 3-4 \$440	2 groups x 4 terms evenings	1,280	1,920	2,816	3,520	

TOTAL ROOM HIRE INCOME 12,872 19,308 28,144 35,180

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4.3.1 RCLC Programs and Room Hire(cont)

RCLC Programs

Space	Purpose	Cost per hour/session	Daytime usage	Expected revenue Year 2 (40% capacity) (July 14-June 15)	Expected revenue Year 3 (60% capacity) (July 15-June 16)	Expected revenue Year 4 (80% capacity) (July 16-June 17)	Expected revenue Year 5 (full capacity) (July 17-June 18)	Comments
Flexible Room	Community education and general interest	Yr 1-2 \$100 per term Yr 3-4 \$110 per term	3 classes per week	4,800	7,200	10,560	13,200	Target 10 participants
		Short Courses \$60 2 x 2 hrs Yr 3-4 \$70	3 course per term	3,455	5,184	8,064	10,080	Target 12 participants
	Vacation Programs	\$40 per session Yr 3-4 \$50	Specialised workshops 2-3 hrs 3 days/week x 8 weeks	5,184	7,776	11,520	14,400	Target 12 participants
Outdoor Room	Health and Fitness programs Tai Chi Yoga	Yr 1-2 \$12/session Yr 3-4 \$15/session	1 hour x 2 sessions per week	3,840	5,760	9,600	12,000	Target 10 participants

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NOTES

- Highlighted items are associated with neighbourhood house and community education programs delivered by RCLC
- Figures based on most likely scenarios
- Unless identified, costings based on usage 40 weeks per year
- The first year of operation for programming and room hire will be year 2 (July 14-June 15)
- Usage will increase incrementally over years 2-5 (40%, 60%, 80%, 100%)
- We anticipate that traditional Neighbourhood House programs will operate predominately during the day with an incremental increase in compact courses operating on evenings and weekends to target the newer demographic
- Outdoor Room – may require access to Flexible Room in the event of inclement weather. Planned usage of Flexible Room for 40 weeks enables flexibility of available room hire
- 33% of surplus will be used to compensate facility hire for fundraising events
- Auspice arrangements can be arranged for small unincorporated community groups established for a purpose that would require the use of community space at BBY

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4.3.2 Estimated Net Revenue from RCLC Programs

Resource	Year 2 (\$) Jul 14-June 15	Year 3 (\$) Jul 15-June 16	Year 4 (\$) July 16-June 17	Year 5 (\$) June 17-June 18
Revenue from RCLC programs	26,496	39,744	60,224	75,280
Tutor costs (\$40/hour Years 1-2, \$45/hour Years 3-4)	-15,744	-23,616	-35,424	-44,280
Materials/admin	-8,000	-12,000	-12,000	-12,000
Net Revenue	2,752	4,128	12,800	19,000

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4.3.3 Community Garden

We aim for the Community Garden to be operation from Year 1 (2013/2014) as follows:

Purpose	Details	Year 1	Year 2	Year 3	Year 4	Year 5
		2013/14	2014/15	2015/16	2016/17	2017/18
Income						
Private vegetable plots Hire of individual beds	23 beds @ \$70/year Year 3-5 - \$80	1,610	1,610	1,840	1,840	1,840
Kitchen Garden Community projects	Income from grants and community education programs	2,400	600	800	800	800
Outdoor Room Fund raising	4 events per year Sale of garden produce, plants and seedlings	600	600	1,200	1,200	1,200
TOTAL INCOME		4,610	2,810	3,840	3,840	3,840
Expenses						
Insurance		1,600	1,600	1,800	1,800	1,800
Garden Supplies		1,000	500	500	500	500
Garden Tools		1,200	300	300	300	300
TOTAL EXPENSES		3,800	2,400	2,600	2,600	2,600
NET INCOME		810	410	1,240	1,240	1,240

A more accurate projection will be available by November 2013 as part of the Community Garden Plan development process.

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Operational Budget

A5

A5.1 City of Yarra Funding

The operational and financial plan for the Burnley Backyard is based on RCLC assuming a governance and management role and COY providing funds for capital expenses and some initial operational expenses.

RCLC has so far has only requested funding for engaging consultants and not for our direct involvement in the 3 stage Expression of Interest process. As the project moves to the implementation phase RCLC is now requesting funding to cover the costs for project management, employment of a Community Engagement Coordinator and for governance support on behalf of RCGG in order to ensure that all policies, procedures and plans are in place for the effective management of the community garden. Refer A6.2 – A6.4 for detailed discussion of these roles.

RCLC is requesting a total of \$139,200

RCLC is unable to absorb these costs and without funding the early success and continued sustainability of the Burnley Backyard will be at risk. Funding for Project Management will minimise risk to the project and delays to starting of operations. RCLC has developed a mix of term based and compact courses that are both achievable and with the ability to generate sufficient revenue to cover running and staff costs by year 5. These projections will not be possible if COY funding is not available for the initial employment of the Community Engagement Coordinator and for governance support for the RCGG to be sustainable.

Item	2012/13	Year 1	Year 2	Year 3	Year 4	Comments
		2013/14	2014/15	2015/16	2016/17	
Project Management	2,900	19,200				Beginning May 2013
Governance Support Project	10,000					RCGG
Community Engagement Coordinator			35,000	35,700	36,400	Expected to start in July 2014 Includes 2% annual wage increases
SUB-TOTAL COY FUNDING	12,900	19,200	35,000	35,700	36,400	TOTAL: 139,200

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A5.2 Profit and Loss

The first full year of operation will be Year 2.

Item	Year 1 2013/2014	Year 2 2014/15	Year 3 2015/16	Year 4 2016/17	Year 5 2017/18
Income					
Program Revenue					
Flexible Room		13,440	20,160	30,144	37,680
Outdoor Room		3,840	5,760	9,600	12,000
Wood Shed		4,608	6,912	10,240	12,800
Craft Studio		4,608	6,912	10,240	12,800
Facility Hire					
Flexible Room		7,152	10,728	15,680	19,600
Outdoor Room		2,520	3,780	5,424	6,780
Wood Shed		1,920	2,880	4,224	5,280
Craft Studio		1,280	1,920	2,816	3,520
Garden Income (Refer 4.3.3)	4,610	2,810	3,840	3,840	3,840
Social enterprise/fund raising					15,000
COY Funding (Project Management and RCGG Governance)	32,200				
COY Funding (CEC)		35,000	35,700	36,414	
TOTAL INCOME	36,810	77,178	98,592	128,622	129,300
Expenditure					
Direct Costs					
Community Engagement Coordinator		35,000	35,700	36,414	37,143
Tutors (Refer 4.3.2)		15,744	23,616	35,424	44,280
Materials		8,000	12,000	12,000	12,000
Garden Expenses (Refer 4.3.3)	3,800	2,400	2,600	2,600	2,600
Project Management and RCGG Governance	32,200				
Indirect Costs (Refer 5.1)		42,520	40,770	42,120	43,000
TOTAL EXPENDITURE	36,000	103,664	114,686	128,558	139,023
NET PROFIT/LOSS	810	-26,486	-16,094	64	-9,723

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A5.3 Indirect Costs

This is based on Year 2 (2014/15) as the first year of operation.

Item	Year 2 2014/15	Year 3 2015/16	Year 4 2016/17	Year 5 2017/18	Comments
Advertising/promotion	8,000	6,000	6,000	6,000	
Accounting/Finances	3,000	3,200	3,400	3,600	
Maintenance/cleaning	9,800	9,800	9,800	9,800	
Consumables	2,000	2,000	2,000	2,000	
Depreciation	10,000	10,000	10,000	10,000	
Insurance	1,500	1,500	1,600	1,700	
IT/maintenance	3,000	1,000	1,000	1,000	
Power, heat and light	750	2,500	3,000	3,500	Solar panels
Telephone/internet	2,500	2,500	2,500	2,500	
Water	350	650	700	750	Grey water/tanks/recycle
Rent	120	120	120	150	
Contingencies	1,500	1,500	2,000	2,000	
SUB TOTAL - Indirect Costs	42,520	40,770	42,120	43,000	

5.3.1 Explanation / break down of costs

Advertising

A key success factor for The Burnley Backyard will depend on how well it is supported by local residents, community groups, businesses and government departments.

The initial plan for the operation of the site will involve a focus on promotion to attract participants for programs and hire of facilities.

Maintenance

Based on weekly cleaning costs and includes an average year's maintenance costs.

Consumables

These are small items such as catering resources, replacements, administration items

Capital equipment and depreciation

Based on depreciation of furniture and equipment over a five year period.

Insurance

In the first instance insurance costs will be covered through RCLC's insurance (eg Public Liability). From Year 2 RCGG will require its own insurance policies. Organisations hiring facilities will be required to show evidence of their own insurance. Estimated costs are for Building and Contents Insurance.

IT

Cost is to provide for purchase of new software and for servicing and ongoing maintenance.

Power, heat and lighting

This figure is an estimate that includes costs associated with the kitchen and the meeting spaces as well as equipment used by users of the community garden.

Telephone

Telephone costs include a land line and access to the internet

Contingencies

This is for unexpected expenses.

These projections do not include overheads income from government and philanthropic grants and other fund raising activities not already described in the Usage Plan.

By Year 4, we expect to develop a social enterprise that will contribute to the financial sustainability of the Burnley Backyard. We will source grant funding to assist with the development of the social enterprising.

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A5.4 Operating Cash Flow Statement

	Year 1 (13/14)				Year 2 (14/15)			
	July-Sept	Oct-Dec	Jan-Mar	Apr-Jun	July-Sept	Oct-Dec	Jan-Mar	Apr-Jun
Cash Inflows								
Programs					6,624	6,624	6,624	6,624
Facility hire					3,218	3,218	3,218	3,218
Community garden				4,610	702	703	702	703
Social Enterprise/ Fundraising								
COY Funding	11,550	9,550	5,550	5,550	8,750	8,750	8,750	8,750
Net Cash Inflows	11,550	9,550	5,550	10,160	19,294	19,295	19,294	19,295
Cash Outflows								
Program Costs					5,936	5,936	5,936	5,936
Community Garden				3,800	600	600	600	600
Staffing (CEC)					8,750	8,750	8,750	8,750
Indirect costs					8,130	8,130	8,130	8,130
Project Management	5,550	5,550	5,550	5,550				
RCGC Governance support	6,000	4,000						
Net Cash Outflows	11,550	9,550	5,550	9,350	23,416	23,416	23,416	23,416
Net Monthly Inflow/(outflow)	0	0	0	810	-4,122	-4,121	-4,122	-4,121
YTD Cash Inflows/(outflows)	0	0	0	810	-3,312	-7,433	-11,555	-15,676

Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal

A5

A5.4 Operating Cash Flow Statement (cont)

	Year 3 (15/16)				Year 4 (16/17)			
	July-Sept	Oct-Dec	Jan-Mar	Apr-Jun	July-Sept	Oct-Dec	Jan-Mar	Apr-Jun
Cash Inflows								
Programs	9,936	9,936	9,936	9,936	15,056	15,056	15,056	15,056
Facility hire	4,827	4,827	4,827	4,827	7,036	7,036	7,036	7,036
Community garden	960	960	960	960	960	960	960	960
Social Enterprise/ Fundraising								
COY Funding	8,925	8,925	8,925	8,925	9,104	9,105	9,104	9,105
Net Cash Inflows	24,648	24,648	24,648	24,648	32,156	32,157	32,156	32,157
Cash Outflows								
Program Costs	8,904	8,904	8,904	8,904	11,856	11,856	11,856	11,856
Community Garden	650	650	650	650	650	650	650	650
Staffing (CEC)	8,925	8,925	8,925	8,925	9,104	9,104	9,104	9,104
Indirect costs	7,693	7,693	7,693	7,693	8,030	8,030	8,030	8,030
Project Management								
RCGC Governance support								
Net Cash Outflows	26,172	26,172	26,172	26,172	29,640	29,640	29,640	29,640
Net Monthly Inflow/(outflow)	-1,524	-1,524	-1,524	-1,524	2,516	2,517	2,516	2,517
YTD Cash Inflows/(outflows)	-17,200	-18,724	-20,248	-21,772	-19,256	-16,739	-14,223	-11,706

A5.4 Operating Cash Flow Statement (cont)

	Year 5 (17/18)			
	July-Sept	Oct-Dec	Jan-Mar	Apr-Jun
Cash Inflows				
Programs	18,820	18,820	18,820	18,820
Facility hire	8,795	8,795	8,795	8,795
Community garden	960	960	960	960
Social Enterprise/ Fundraising	3,750	3,750	3,750	3,750
COY Funding	-	-	-	-
Net Cash Inflows	32,325	32,325	32,325	32,325
Cash Outflows				
Program Costs	14,070	14,070	14,070	14,070
Community Garden	650	650	650	650
Staffing (CEC)	9,286	9,286	9,286	9,286
Indirect costs	8,250	8,250	8,250	8,250
Project Management				
RCGC Governance support				
Net Cash Outflows	32,256	32,256	32,256	32,256
Net Monthly Inflow/(outflow)	69	69	69	69
YTD Cash Inflows/(outflows)	-11,637	-11,568	-11,499	-11,430

Notes:

- Year 5 figures include staffing costs for 20 hrs per week (with no COY funding).
- Funds generated from fundraising, Burnley Backyard memberships and with the establishment of a social enterprise are expected to be sufficient to cover all expenses by Year 5
- Initial shortfall in cash flow will be covered by RCLC

A5.5 Financial Sustainability

The profit and loss detailed in this proposal (A5.2) indicates the Burnley Backyard will be financially sustainable once it reaches full operating capacity. In year 5 additional revenue streams will be sourced through the following activities:

- Fund raising activities
- Community projects / grants
- Sale of garden produce
- Establishing a community social enterprise (Years 3-4)
- Friends of Burnley Backyard

1 Fund raising activities

The indoor / outdoor function of the site allows for opportunities to fund raise including sausage sizzles, community markets, sale of produce etc. Four events a year have the potential to raise \$6,000 dollars.

2 Community projects / grants

Community strengthening, arts, volunteer, small equipment and multicultural festivals grants are examples of opportunities to source funding to provide activities for the community, some of which contribute to costs of coordination and administration.

3 Sale of garden produce

An estimate of 4 sales a year, yielding \$400 per sale, raising \$1,600. The sale of garden produce will contribute to the indirect costs of operating the community garden that are included in the overall budget for the site.

4 Establishing a community social enterprise

Establishing a community enterprise is a planned approach to supplementing income for the ongoing viability of the Backyard.

5. Friends of Burnley Backyard

Membership fees for "Friends of Burnley Backyard". We expect 50 members at \$40/head = approximately \$2,000. The use of these funds will be subject to negotiation between RCLC and RCGG and part of the MOU to be developed during the first six months of Year 1.

Human Resource Plan

A6

A6.1 Human Resource Plan

The plan to full operation and beyond is dependent on availability of resources to manage the process, relationships and eventual operations of the Burnley Backyard.

As the lead partner, the Richmond Community Learning Centre is responsible for governance, legal, financial and risk management as well as ensuring the site is viable into the future.

During the first year, RCLC will support the Richmond Community Garden Group to develop its governance and operational arrangements to effectively manage the community garden fully from Year 2.

The transitional period from build to full partnership will require support from the Committee of Management of both Richmond Community Learning Centre and the Richmond Community Garden Group.

We are proposing the following resource needs:

A6.2 Project Management

The Richmond Community Learning Centre will be providing the interface between the project build and the community. The implications of this will include:

- Monitoring the build, timelines and budget
- Managing risk
- Liaising with the community, contractors and the City of Yarra
- Convening working party meetings
- Employment of Community Engagement Coordinator
- Collaboration with the Richmond Community Garden Group to strengthen governance

This role is in addition to the Community Engagement Coordinator who will build relationships with the community and assist with the development of ongoing usage on the site.

This will require a coordination role in addition to existing staff responsibilities. In order to effectively manage the transition process, we will require resources for project management. In this coordination role, we will establish a community education plan for managing the communication processes during the first year through to completion of the build.

*We request support from the City of Yarra for 10 hours / week, (May 2013-April 2014)
@ \$37/ hour = \$19,240.*

A6.3 Community Garden

The Richmond Community Garden Group will be responsible for the effective operation of the community garden. In order to do this, it will require a plan, relevant policies and procedures, processes and documentation. As this will take some time, RCLC will take responsibility for the whole of the site for Year 1 (6-8 months build, 6 months operation). Community programs will be the responsibility of RCLC and will be covered by RCLC's insurance.

RCLC will provide its expertise to strengthen the governance processes of RCGG and will mentor the group through Year 1 and into Year 2. An MOU will be established to transfer the responsibility for the community garden to RCGG at the start of Year 2. At this stage RCGG will have a budget forecast in place based on its plan and early indications of usage.

RCGG currently comprises a small number of keen but time constrained volunteers. In order to support the transition process, we are proposing that an external facilitator be engaged to support RCGG through its planning processes and the development of its resources.

We require support from the City of Yarra for RCGG planning and implementation processes for the community garden = \$10,000 (to include development of strategic and operational plans, procedures and documentation, MOU).

A6.4 Community Engagement Coordinator

The role of the Community Engagement Coordinator is integral to the early success of the Burnley Backyard. RCLC is unable to fund an additional staff member to perform this role. We anticipate that after Year 4 (when the Burnley Backyard is operating at 100% capacity), RCLC will have the capacity to staff the site along with the volunteers from the local community. The Community Engagement Coordinator (CEC) will liaise closely with the RCLC Coordinator, Architect and building contractors to monitor development and provide regular updates to the community.

In the initial stages the CEC will:

- Consult with the community about potential programs, services and facility hire arrangements
- Develop relationships with local businesses
- Set up a Friends of Burnley Backyard reference group
- Identify potential tutors
- Promote Burnley Backyard through various media
- Develop a positive interface between the community and the Backyard
- Organise community events to inform and engage the community with the development of the Backyard
- Identification and support of volunteers
- Identify and facilitate the development of a community social enterprise.

We require support from the City of Yarra for this role on an ongoing basis from Years 2 to 4 (20 hours per week) in order to ensure the sustainability of the Backyard as a community venture.

A6.5 Volunteers

We expect that the ongoing sustainability of the site will be assisted by volunteers. We will develop a volunteer management plan to support the various roles that may be required. These volunteer roles may include:

- Participating in working bees
- Administration support
- Supporters of the community garden
- Tutors
- General Maintenance tasks

Through volunteering we hope to increase social connections within the community.

Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal

Outcomes and Performance Indicators

A7

A7. 1 Outcomes and Performance Indicators

Theme	Outcome	Key Performance Indicator
Partnership	A collaborative partnership between RCLC and RCGG to manage a community-owned facility supported by the community	Business and operational plan developed, implemented and monitored by RCLC committee RCLC to support RCGG to strengthen its governance via mentoring and assisting with the development of a strategic plan Year 1) MOU in place for transition of community garden to RCGG from Year 2 and collaboration to integrate programs and activities to support the viability of the site
Indoor/outdoor amenity 'backyard'	Indoor and outdoor space used by the community Community identifies with the 'backyard'	Number of programs, users increasing annually Active Friends of Burnley Backyard group Documented use of indoor and outdoor spaces Proportional usage of room hire and programs for the community
Identity	Positive recognition by the community as the 'backyard' and what it does (community mental model)	Clear community understanding of the site 'brand' Patronage – people and groups wanting to use the services in line with the brand
Longevity	The site is sustainable for at least five years	Strategic and operational plans across the site Strategic Review (2014) Monthly monitoring of activity, budget, risk Professional development Return on investment
Welcoming and inclusive	All sectors of the community have access to programs and activities	Enquiries and bookings A variety of programs offered that target the different segments of the community Values statement is displayed, communicated and applied

Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal

Evaluation Plan

A8

A8.1 Evaluation Plan

We will measure performance against our outcomes using a community evaluation tool (Measuring Impact: A Project Evaluation Tool), designed to capture the impacts of outcomes in community settings. It is incorporated from the start of the project and includes benchmark, formative and summative evaluation.

	Theme	Impact Indicator	Measurement	Instruments
Function	Community Participation	Appropriateness of focus, programs and design (did we get the design right?)	Community feedback Community attendance in programs (what, numbers, feedback) Changes to program mix Facility hire patterns and feedback Changes to community mental model	Interviews Focus Groups Attendance records Program plans Room booking forms
	Partnership	Level of collaboration between the partners (are we working well together?)	Application of MOU Financial and resource contribution Participation in transition process (Year 1-2)	MOU Financial reports Minutes Interviews Reflection
Delivery	Operational Plan	Year 1 – progress v plan Year 2 – activity mix Year 3 – sustainability Financial, HR and marketing (have we got the right focus?)	Changes to plan Community feedback Changes to program mix Comparable balance sheet analysis Community consultation feedback Changes to community mental model	Focus Groups Desktop review Surveys Review of business plan – findings
	Governance	Initial responsibility of RCLC and transition of garden to RCGG (what lessons or good practice can we replicate elsewhere?)	The model – transitional stages Participation Changes to skills levels Effectiveness of transition plan	Transition plan – review progress – Implementation of MOU Interviews Reflection

Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal

A8

	Theme	Impact Indicator	Measurement	Instruments
Community Learning	Community Learning	Changes to the way partners manage their business/consult and engage with community (what have we learnt from this process?)	Perceptions and feedback from partners Changes to skill levels Changes to marketing plans, consultation processes and materials Community perceptions	Interviews Third person feedback Position Descriptions Review of documentation
Social	Community Mental Model	Community perceptions positioning (what does the community think of us?)	Sense of community ownership Perceptions of different community demographics Program mix and participation	Focus groups Surveys – participants and wider community Feedback
Economic	Sustainability	Viability (is this model financially sustainable)	Community participation rates Demographic analysis of activities Financial Analysis	Desktop review of data
Environmental	Community Garden	Impact on environmental values (what difference has the community garden made and the outdoor space made the community? It's contribution to energy efficiencies and sustainable living?)	Usage Feedback Participation and follow up on education programs	Surveys Interviews Case studies
Cultural	Community Inclusiveness	Engagement across the community demographic (sense of community? Reaching isolated community members?)	Participation demographics Community Perceptions	Desktop analysis of data Observation Targeted interviews

Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal

Risk Management and Community Engagement

A9

A9.1 Risk Management

Risk	Impact	Likelihood	Mitigation
Delays to construction lead to delays in operating from site	Community becomes disillusioned Impacts on revenue and viability during start-up phase	Medium	Council funding for RCLC project manager to work with builder and architect to minimise the need for delays. Project manager will also manage community expectations Time delay contingencies built into project timetable
Processes for community garden not established from the start	Confusion Complaints Making reactionary decisions Negative image	Medium-high	Council funding for resources to enable this process to occur (Refer COY Funding) RCLC to support RCGG through the initial stages – establish a plan, support the development of policies, procedures and documentation RCLC to take responsibility for the full site to transition responsibility for community garden to RCGG by Year 2
Unable to meet budget commitments	Trading deficit Deterioration of programs and services offered Closure	Low-Medium	COY funding of Community Co-ordinator position for 3 years to enable the site to be financially sustainable. Ongoing budget monitoring, by RCLC COM to ensure targets are being met Develop and support volunteer roles
Disagreement between partners and between partners and contractors	Delay in build and launching the Backyard Delay in providing activities Impasse Leads to poor perceptions in the community	Low-medium	RCLC is the lead agent and contact. Contracts via RCLC. MOU established between RCLC and RCGG for transition of responsibility of community garden

Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal

A9

Risk	Impact	Likelihood	Mitigation
Lack of interest and Low community participation	Programs and activities cancelled Unable to pay bills Closure	Low-medium	Programs designed to match the needs of the local demographic Targeted promotion plan Onsite community engagement coordinator Program schedule monitored by RCLC committee Garden monitored by RCGG committee Establish Friends of Burnley Back Yard to support community engagement processes
Theft, vandalism, damage	Lowers community morale and participation Increased insurance premiums	Medium	Ensure adequate insurance coverage Onsite coordinators (RCGG/RCLC) Use of volunteers to monitor and maintain site Good design of facilities
Council plans to sell off land in five years' time	Community objects Petition	Low-medium	Establish a 25 year lease for community use Develop effective governance that increases the likelihood of a financially sustainable site Maintain a close link between community and Council through the Burnley Backyard
Some segments of the community not feeling their needs are being met	Complaints Negative image	Low-medium	Establish Friends of the Burnley Backyard group to represent the different parts of the community Refer to the Friends of the Burnley Backyard for advice, support and access to community Plan a variety of programs and activities focussing on local community segments
Community Garden under/over subscribed	Under – more plots for existing users or work left to the few Over – frustration from would be users	Medium	Research other community gardens Establish a plan with clear policies, procedures and processes Reach into the community through plant and produce sales, community education programs
Over expectation of what can be offered	Disappointment Not meeting community expectations	Low-medium	Establish mutual relationships with other local providers who can meet gaps in programs/activities Source quality tutors Develop and implement an effective community engagement plan – keep in regular contact with the community
Environmental risks: Noise Traffic Pollution of the community garden	Complaints Community attempting to stop build / programs Community garden reputation damaged	Low-medium	Incorporate environmental risks into the construction plan Community engagement coordinator to inform and consult with community RCGG will monitor all activity in the community garden to ensure proper use

A9.2 Community Engagement

We consider community engagement to be critical to the success of the Burnley Backyard. We need the support of the community to operate effectively and ensure that the site remains in community use.

During the consultation for stages 1 and 2, we identified a strong sense of 'ownership', particularly from older and long term residents who remembered the site when it was the Burnley Neighbourhood House. To this end, we have retained many of the neighbourhood house activities, encapsulating them in a model that includes the growing number of working, space poor residents in the area.

There are a number of unique local businesses in Burnley and Richmond that could provide skills and expertise for activities such as food preparation, small scale furniture restoration and home business.

The Burnley Backyard is intended to be a unique brand, identifiable as the kind of space we remember from our childhoods, where children can play, food is grown in the vegie patch, mums meet for a chat and there's the sound of tinkering coming from the shed. At the same time we do not want to duplicate other services provided in the area.

We will appoint a Community Engagement Coordinator (20 hours per week), who's role will be to inform, consult and involve the community in the operation and activities of the Burnley Backyard. They will liaise with community and business, as well as identify and promote activities at the site. We will develop and monitor a community engagement plan to engage with the stakeholder groups.

We will collaborate with the community through a Friends of Burnley Backyard reference group, comprising members across the various segments of the community. The group will be appointed through an expression of interest process and will provide advice and support for the Backyard. The group's advice and recommendations will be incorporated into the decisions of the Burnley Backyard.

A9.3 Considerations for community engagement – start-up phase

Inform	Keep the community informed about what is happening, where the build is up to, what programs will run initially	Newsletters Email Schedule visits to the site (planned days or by appointment)
Consult	Keep the community informed, listen to and acknowledge concerns. Provide feedback on how input influences the decision.	Organise community days (1) start of build (2) March/April 2014
Involve	Work with the community to ensure concerns and aspirations are directly reflected in the alternatives developed. Provide feedback on how input influences the decision.	Following the first community day, set up working parties to reflect issues raised and to plan for the various site activities
Collaborate	Look for direct advice and innovation in formulating solutions and incorporating advice and recommendations into decisions to the maximum extent possible.	Establish a Friends of Burnley Backyard reference group to advise on an ongoing basis.
Empower	RCLC Support RCGG to develop a plan, procedures and operations manual for community garden. MOU with RCGG who will take responsibility of community garden.	Strategic and operational plans Budget Policies and procedures for community garden Minutes of meetings

The Proposal

B



Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal

Summary of proposal

B1

The schematic proposal at B3 is a progression from the stage 2 feasibility concept plan. Some activities have moved, increased or decreased in area, or evolved with the development of the schematic design, but fundamentally still respond to the findings from the community engagement process. Key design principles have been listed below:

B1.1 Architecture

The architectural approach to the site has been driven by the idea of the 'backyard'. There are three distinct buildings on the site each relating to a part of the program. Each building has a distinct character defined by its material and use. The 'timber shed' houses the quieter activities; the flexible room, kitchen, toilets, and office. The 'tin shed' is for the gardening group to meet and to house its tools, chooks, and toilets, while the 'brick shed' retains and extends the existing small community building to create a robust space for workshop and studio activities.

The form of the buildings are derived from the 'shed', found in backgardens everywhere. Gable roofs are dominate the existing streetscape making the proposal part of the residential context. The scale and feel of the proposal is important for its connection to the local community as an extension of their own homes.

The siting of the buildings has been driven by two aims; firstly to open the centre of the site to a northern solar access, and secondly to create the impression of a number of pavilions in a garden rather a large central building defining the space around it. It's envisaged the detailing to the buildings will be contemporary.

Main access to the site is from Tudor st, the least busy of the streets. The office has been located to act as a point of welcome and introduction to the site. There is a secondary access directly opposite from westbank terrace through the kitchen garden. Visitors to the site will generally use either of these two entries to access the centre of the site before heading to one of the buildings or the gardens. There is an independent entry from the street to both the 'brick' and 'timber' sheds for night time use by community groups when the main gates are locked. Vehicle access to the site is via the existing crossover from Westbank terrace. The existing crossover from Tudor St is proposed as a car 'drop off' point.

B1.2 Landscape

An active landscape for Burnley Backyard.

This will be a work and social gathering place for local residents. It provides opportunities to explore interests varying from developing individual productive gardens to indoor and outdoor exploratory activities.

Its landscaped environment aims to be a productive garden wherever feasible. A sunny outdoor area provides rentable in-ground gardening beds within a fenced area, with additional raised herb beds for elderly local residents. These southern gardens will be supported by a covered meeting area, tool shed, a small chicken coop, compost bins and taps; and a large rainwater tank.

A shared (and hireable) central outdoor 'room' with a barbeque and benches is to be shaded in summer by a pergola which, like all the fences, will double as a growing frame for fruiting plants. Associated with this common space within the inner secure perimeter of buildings is a children's play area shaded by a large existing tree, beside a north boundary fence of high density acoustic timber. Its ground surface will be developed as a continuous undulating topography of a permanent soft fall material. Windows of the buildings face the play area. It is anticipated that a shared stock of e.g. play equipment, balls, ride on toys, etc will be provided and managed by the parents' group as part of the project's management team.

The west and east facing 'street gardens' will invite passing pedestrians to pause. These areas also allow independent access to the new buildings, areas open to the sky, and a location for bike parking adjacent either entry.

B1.3 Sustainability

The team behind this proposal is fully committed to delivering both an environmentally and socially sustainable project. RCLC, as a member of Greener Houses Growing Greener Neighbourhoods, is very interested in the site actively demonstrating many of the technologies that local residents can use in their own homes.

Rainwater harvesting will collect off flows from rooves in tanks at two locations. A 23,000 lt tank in the vegetable garden will be used for hand watering the vegie plots, kitchen garden, perimeter screening trees, and vine arbour. The Richmond Community Garden Group will run a program to manage watering aimed at both conserving water and maximising community participation. The second tank to the north of the 'timber' shed will be connected to flushing toilets across the site.

Deciduous fruit trees and vine arbour provide passive sun control to the west elevations of the 'brick' and 'timber' sheds and to the outdoor room. Retaining the existing tree will shade the play area from north west sun. The sections of timber louvres in the arbour and awnings around the 'site' will provide additional sun control to glazed doors and windows.

Salvaged brickwork from the demolition is to be used for paving, bench seating, and a BBQ area, in the outdoor room.

A central gas boosted solar HWS is proposed for the site. To prevent water wastage due to long pipe runs, a hot water on demand pre circulator would be installed. A 2kw photovoltaic system would supply 8kw hours per day on average over a year. Solar panels will be mounted on the 'tin' shed.

The composting within the vegie plots and kitchen garden has the potential to provide a greater recycling role within the community. The Richmond Community Garden Group are currently working through the issues surrounding this. Discussions have taken place with Cultivating Communities regarding their community compost program.

To maximise access ramps and levels have been proposed to eradicate steps. Dimensions of doors, gates, and paths will be wide enough to cater for all types of circulation.

Bicycle parking is proposed for both the morning and afternoon gardens adjacent entries on Tudor St and Westbank Tce.

Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal

Reverse Brief

Item	Area	m2	Description	Detail
The Timber shed				
1	Flexible room	50	A bookable room for: <ul style="list-style-type: none"> community meetings adult education and exercise programs parent groups and children's birthday party 	Access to kitchen Access/ visual link to play area through tilt up or bifold door AV equipment incl networked projector, screen, and speakers Foldaway tables and chairs
2	Storage	10	Storage for community groups using the flexible room Furniture store	Combination of lockers and large furniture store
3	Kitchen	12	A stand alone kitchen to: <ul style="list-style-type: none"> support the programs across the site. can be open or closed to flexible room or outdoor spaces can be booked 	Fully equipped residential kitchen Hatch doors to outside + flexible room.
4	Office	20	Office for: <ul style="list-style-type: none"> program co-ordinator admin (temp) volunteers 	Meeting table for 4 Workstations x 2 File storage
5	Toilets	12	1F + 1M – Ambulant 1 unisex - Accessible + baby change	
The Tin shed				
6	Covered meeting area	8.5	Area for gardeners to meet under cover	Tap and Basin to wash hands Notice board/ Blackboard
7	Shed	11	For tool storage	Hatch to covered meeting area Tea/ coffee bench
8	Chook shed	4		
9	Toilet	2.5	1F + 1M	
The Brick shed				
10	Work room	36	For use by community groups for short term projects such as: <ul style="list-style-type: none"> Bike repair Woodworking Upholstery Framing 	Movable table benches with locker storage under Tea coffee bench + sink Wash up trough Independent street access
11	Studio	36	For use by community groups for programmed activities including: <ul style="list-style-type: none"> Painting Pottery Life drawing Needlework 	Built in wall benches/ with storage under Movable tables Tea coffee bench + sink Wash up trough Independent street access
Outdoor				
12	Outdoor room	70	Paved outdoor space with arbour over to provide summer shade	Built in BBQ w outdoor kitchen Recycled brick and timber bench seating Recycled brick paving Deciduous grape or trailing vines Catenary lighting
13	Vegie plots	230	20+ 5m2 rentable in ground timber bordered vegie plots	Rainwater with multiple hose connections Compost bins Open storage area for equip/ potting tables/ materials Crushed rock paths Cyclone fencing to street for irrigated climbing plants

Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal

14	Communal Garden	66	Raised timber framed vegie plots for use by neighbourhood	Compost bins Chook sheds Crushed rock paths
15	Afternoon Garden	50	Open to street Tudor st front garden to 'timber' shed	Benches Grass Espaliered fruit trees Lighting Bicycle parking
16	Morning Garden	54	Open to street Westbank Tce front garden to 'brick' shed	Benches Grass Espaliered fruit trees Bicycle parking
17	Play area	115	Children's play area for use: <ul style="list-style-type: none"> • by parent groups as an adjunct to the flexible room, • for birthday parties, • for children when parents are using other parts of the site 	Artificial grass or rubberised soft fall topography Retain shade tree Shared toy program
18	Car access	37	Use existing crossover from Westbank Tce for: <ul style="list-style-type: none"> • service vehicle access to site • supplying site • visitor drop off Use existing crossover from Tudor st for: <ul style="list-style-type: none"> • visitor drop off 	No onsite car parking

Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal

Schematic Proposal

B3

Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal



Burnley Backyard Existing 1:200@A3 Feb 2013

content studio

Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal

Schematic 210213



content studio

Feb 2013

1:200@A3

Burnley Backyard Schematic Plan

Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal

Schematic 210213



Burnley Backyard View from South West Feb 2013

content studio

Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal

Schematic 210213



Burnley Backyard - View from East Feb 2013

content studio

Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal

Schematic 210213



Tin Shed



Timber Shed



Brick

Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal

Schematic 210213



Vegie Plot / Communal Garden



Outdoor Room

Covered Meeting

Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal

Capital Requirements

B4

The capital works budget required for delivering the project is **\$865,000**.

Additional funding of **\$139,200** spread over the next 5 financial years is required by RCLC to cover Project management, Community engagement co-ordinator roles, and a governance support. RCLC has been providing the first role within its current structure which is unsustainable over the long term. The community engagement role is vital to the success of the project in fostering the initial connections to community and business groups initiated by the committee. These roles are further detailed in Part A of this report.

The stage 2 feasibility showed a funding budget including project worker and participatory design roles of **\$787,000**. An amount of \$130,000 was allowed for partners and community in kind contributions above this. When the decision was made by the committee to adopt a traditional project delivery method the \$130,000 moved into the funding budget explaining a large part the discrepancy between the S2 and S3 costs.

Operational costs have been detailed in A5. Projections do not include any potential income from grants.

B4.1 Cash Flow Summary

Financial Year	Amount (excl GST)	Description
2012- 2013	\$20,000	Consultancy costs to complete Design Development and submit Town Planning application
	\$12,900	Operational Costs
2013- 2014	\$556,500	70% of works contract incl consultant fees
	\$19,200	Operational Costs
2014- 2015	\$288,500	30% remainder of works contract incl consultant fees 100% Loose Furniture and Equipment
	\$35,000	Operational Costs
2015- 2016	\$35,700	Operational Costs
2016 - 2017	\$36,400	Operational Costs

B4.2 Cost Plan Summary



Mat Foley
Content Studio Pty Ltd
4 Lt Napier Street, Fitzroy, VIC 3065

21 February, 2013

Richmond Community Learning Centre, Richmond Community Garden Group & Richmond Toy Library

Burnley Backyard at 49 Tudor Street, Richmond

Dear Mat,

In accordance with your instructions we have prepared a Schematic Design Feasibility Cost Plan, based on the drawings provided, & further notes for the above project. We report herein the figures to be in the order of-

Building	Area m2 FECA	Rate \$/m2 FECA	Estimated Cost \$
Preliminaries			\$54,373.00
Demolition			\$14,560.00
Flexible room, office, & amenities	104	\$1,801.51	\$187,357.00
Studio	35	\$1,993.14	\$69,760.00
Alteration to Workroom	35	\$1,714.80	\$60,016.00
Tin Shed	28	\$1,654.71	\$46,332.00
Siteworks			\$172,000.00
External Services			\$75,000.00
ESD			\$16,000.00
Estimated Building Cost Current Date			\$695,000.00
Cost escalation to August 2013			\$7,000.00
Estimated Building Cost Tender			\$702,000.00
Contract Contingency 5%			\$36,000.00
Sub total			\$738,000.00
Other Fees & Allowance			
Professional Fees			\$70,000.00
Soil testing			\$7,000.00
Loose Furniture & Equipment			\$50,000.00
Estimated Project Cost Excluding GST			\$865,000.00
GST			\$86,500.00
Estimated Project Cost Including GST			\$951,500.00

Exclusions

Cost Escalation beyond above Tender date
Council management fees

Drawings Used & Other Documents

Content Studio Schematic Plan

We trust that this is satisfactory for your purposes at this stage.

Yours faithfully

Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal

Delivery Program (guide only)

B5

		time	start	finish
1	Project Implementation Plan	4 weeks	start Feb 2013	end Feb 2013
2	Budget approval	4 weeks	start Mar 2013	end Mar 2013
4	Design Development/ Town planning set	4 weeks	start Apr 2013	end Apr 2013
5	DD Cost Plan	2 weeks	start May	mid May 2013
6	Planning	3 months	mid May 2013	mid Aug 2013
7	Documentation	2 months	mid Aug 2013	mid Oct 2013
8	Pre tender cost plan	2 weeks	mid Oct 2013	end Oct 2013
9	Tender/ contract negotiation	1 month	start Nov 2013	end Nov 2013
10	spare			
11	Construction Period 1	3 months	mid Jan 2014	mid Apr 2014
12	Handover of community gardens			Apr 2014
	Construction Period 1	3 months	mid Apr 2014	mid July 2014
13	Handover Buildings / Commissioning	1 month	mid July 2014	mid Aug 2014

Note:

- Budget approval timeframe TBC
- Planning is a best case scenario. Objections from residents could potentially cause delays.

Technical Reports

B6

B6.1 Planning

Content studio has corresponded with Melanie Ringersma from Yarra Statutory Planning to discuss the proposal. We note the following:

- The project requires a planning permit for change of use due to the site having been inactive for a period greater than two years, and also for demolition of the existing building due to a heritage overlay.
- The works will not require a planning permit as its being undertaken by council if less than \$1mill.
- See attached email from Yarra in Supporting Detail 8.4 to a property report request.
- The setting back the 'timber shed' from Tudor st to be in line with the street could see footings encroach on the tree we wish to retain. See attached email from Yarra in Supporting Detail 8.4.
- The title boundary does not cover the entire area currently enclosed by fence. A significant portion is outside. To minimise complications the area outside the title boundary is proposed as garden rather than buildings.

B6.2 Structural review

Consultation in stage 2 found a strong attachment to the existing buildings from parts of the community. It was proposed to retain and refurbish the police station in response. The engineers, Structural Bureau,

and Content Studio undertook a review of the existing building and site. We note the following:

Building to be retained

- Will most likely require underpinning on all sides due to cracking.
- Trees to the West and south of existing need to be removed or root barriers installed.
- Floor requires restumping.
- Requires electrical rewiring.
- Abestos eaves will need to be removed/ replaced.
- The cost plan shows refurbishing existing building at @ 80% of new build cost assuming underpinning is required.

Existing trees

- Large trees to northern boundary will impact on footing of proposed 'Timber' shed.
- Tree to the east will need to be removed.
- An arborist will be required to inspect the tree to the west with engineer once plans are further developed.

Refer Supporting Detail 8.3 for engineers report

B6.3 Soil Testing

An existing soil report was supplied by council. The architect has discussed the report with staff from Noel Arnold & Assoc who produced the report. Produced in 2004 the report was discussed against current standards:

- The original samples were tested as a composite sample. This practice is no longer used as contaminated areas can't be specifically located.
- Site would now be classified cat B/ cat C.
- Cat B in the sample was at - 600mm. cat C is at the surface.
- The main source of contamination is from benzo (a) pyrene. Burnt material from gasworks waste.
- On initial review the program does not sit under the most sensitive rating (childcare, primary school, etc). Under preliminary review cat C would be acceptable for our program without having to remove surface soil from site.
- Soil excavated for foundations will be removed from site.
- Two problematic areas have been identified as the play area, and the in-ground vegetable plots.
- For the play area we propose using an artificial grass or rubber roc surface to effectively 'cap' the issue.
- The environmental engineer recommended re-testing the soil in the vegetable gardens.
- For the vegetable gardens, if found to be contaminated at the same levels and to the same depth as the initial report, we propose bringing in +200mm top soil to the vegie plots rather than undertaking excavation and installing membranes.
- Council has indicated they will undertake a risk assessment against program once the results of the tests are submitted.
- An allowance for further soil testing has been allowed for in the cost plan.

Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal**Review****B7**

The S3 proposal has been presented to the RCLC Committee of Management and a City of Yarra technical advisory committee comprised of stakeholders. The feedback has been noted and will be addressed in the next iteration of the design and presented. Listed below are some of the issues discussed.

B7.1 RCLC Committee of Management Review 14th February

- The restrictions of retaining the existing building as a workshop were discussed. It restricts flexibility as the work room and studio are two distinct 'rooms', a single divided space would provide more flexibility.
- There was a concern the open gardens facing Tudor St and Westbank Tce would be a target for vandalism (there has been a recent increase). Night time lighting, security systems, and 'ownership' or involvement programs for youth were discussed.
- Activity specific occupancy numbers for the flexible room, workshop, studio, and outdoor room were discussed. Limitations of proposed workshop/ studio configuration were noted. More detailed briefing/ consultation with the user groups will be required at the next stage.
- The role of a 'playarea' versus 'playground' was discussed in relation to the facilities at Lord St and existing surrounding playgrounds. It was decided not to duplicate existing facilities and to focus on a childrens play area residential in scale, like a 'backyard'.
- Additional outdoor storage for toys and equipment is required. The possibility of locating a small shed between 'timber' shed and northern fence line and reconfiguring water tanks was discussed.
- Servicing requirements of the community vegetable gardens require further detailed briefing with RCGC.

B7.2 Yarra Technical Advisory Committee Review 18th February

- It was asked when definitive soil contamination testing will be done, and can it be done within the current amount budgeted. The budget allowance is for additional soil testing in the vegetable gardens, and for soil removal from footings excavations only. More detail to assumptions behind allowances can be found at B6.3.
- There was a number of questions around access to the site which has led to further work on car drop off points, carparking, and site access. This has been incorporated into the plan. An allowance has been made for an access consultant to review the project.
- Servicing the community vegetable gardens was discussed and requires further resolution after detailed briefing with RCGC.
- Setbacks and window/ door locations on the northern boundary require adjustment to meet BCA fire resistance requirements for a Class 9B building.
- Bike parking was queried. It's to be located in the morning and afternoon gardens adjacent entries from Tudor St and Westbank Tce.
- Part of the site enclosed by the fence to the south is not on title. The area is proposed to be used for gardens. Yarra statutory planning will clarify this issue.
- It was noted that the proposal to use the existing cyclone fence as a green screen could create a 'green wall' preventing connection to/ from the street. Views to/ from the site would be limited impacting security. The intention for the planting on the boundary is to filter, not prevent, views. Planting would not be densely trailing plants such as a ficus vine.
- The proposal to use recycled brickwork from the demolition of the existing maternal health building as paving will need monitoring. A decision on whether to proceed could be made after quality inspection of salvaged materials.

Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal

Supporting Detail

B3

Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal

**Richmond Community Learning Centre,
Richmond Community Garden Group &
Richmond Toy Library**

Burnley Backyard at 49 Tudor Street, Richmond

Schematic Design Feasibility Cost Plan

February 21, 2013

13004

DDH

Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal



Mat Foley
Content Studio Pty Ltd
4 Lt Napier Street, Fitzroy, VIC 3065

21 February, 2013

Richmond Community Learning Centre, Richmond Community Garden Group & Richmond Toy Library

Burnley Backyard at 49 Tudor Street, Richmond

Dear Mat,

In accordance with your instructions we have prepared a Schematic Design Feasibility Cost Plan, based on the drawings provided, & further notes for the above project. We report herein the figures to be in the order of:-

Building	Area m2 FECA	Rate \$/m2 FECA	Estimated Cost \$
Preliminaries			\$54,373.00
Demolition			\$14,160.00
Flexible room, office, & amenities	104	\$1,801.51	\$187,357.00
Studio	35	\$1,983.14	\$69,760.00
Alteration to Workroom	35	\$1,714.80	\$60,018.00
Tin Shed	28	\$1,654.71	\$46,332.00
Siteworks			\$172,000.00
External Services			\$75,000.00
ESD			\$56,000.00
Estimated Building Cost Current Date			\$696,000.00
Cost escalation to August 2013			\$7,000.00
Estimated Building Cost Tender			\$702,000.00
Contract Contingency 5%			\$36,000.00
Sub total			\$738,000.00
Other Fees & Allowance			
Professional Fees			\$70,000.00
Soil testing			\$7,000.00
Loose Furniture & Equipment			\$50,000.00
Estimated Project Cost Excluding GST			\$865,000.00
GST			\$86,500.00
Estimated Project Cost Including GST			\$951,500.00

Exclusions

Cost Escalation beyond above Tender date
Council management fees

Drawings Used & Other Documents

Content Studio Schematic Plan

We trust that this is satisfactory for your purposes at this stage.

Yours faithfully

DDH

Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal

**Richmond Community Learning Centre, Richmond Community Garden
Group & Richmond Toy Library**

Burnley Backyard at 49 Tudor Street, Richmond

Contact Details

21 February 2013

DISCIPLINE	CONSULTANT	PHONE NUMBER
Architect	Content Studio	9417 6763
Mechanical & Electrical Engineer	TBA	-
Hydraulics Engineer	TBA	-
Structural & Civil Engineer	Structural Bureau	-
Quantity Surveyor	DDH	9417 5505

13004

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Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal

Elemental Summary

Project: 49 Tudor Street, Richmond		Details: Schematic Design Feasibility Cost Plan -Rev			
Building: Bumley Backyard					
Code	Description	Quantity	Unit	Rate	Total
1	PRELIMINARIES				54,373
2	DEMOLITION				14,160
3	FLEXIBLE ROOM & OFFICE (TIMBER BUILDING)				187,357
4	STUDIO (BRICK BUILDING)				69,760
5	WORKROOM (ALTERATION)				60,018
6	TIN SHED				46,332
	SUBTOTAL				432,000
7	SITWORKS				172,000
8	EXTERNAL SERVICES				75,000
9	ESD				16,000
					695,000

Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal

Trade Detail

Project: 49 Tudor Street, Richmond Building: Burnley Backyard		Details: Schematic Design Feasibility Cost Plan -Rev			
Code	Description	Quantity	Unit	Rate	Total
1	PRELIMINARIES				
	Preliminaries				
	Preliminaries	1	Item	54,373.00	54,373
	FECA to New Building				
	FECA to Flexible Room & Office	104	m2		
	FECA to Studio	35	m2		
	FECA to Shed	28	m2		
	FECA to Alteration Area				
	FECA to Workroom	35	m2		
	PRELIMINARIES				54,373
2	DEMOLITION				
	Demolition				
	Demolish single storey brick building	148	m2	50.00	7,400
	Ditto 3 m x 2.3 m metal shed	1	Item	700.00	700
	Ditto 4 m x 3.5 m metal shed	1	Item	1,400.00	1,400
	Ditto surrounding existing brick shed	1	Item	2,000.00	2,000
	Ditto 1.2 m x 2.5 m BBQ with brick stand	1	Item	500.00	500
	Ditto play equipment	1	Item	300.00	300
	Ditto existing trees	11	No.	50.00	550
	Ditto fence	131	m	10.00	1,310
	DEMOLITION				14,160
3	FLEXIBLE ROOM & OFFICE (TIMBER BUILDING)				
	Contaminated Soil Removal				
	Contaminated soil removal from the footing excavation	1	Item	2,000.00	2,000
	Substructure				
	Concrete slab incl. reinforcement, moisture barrier, sandbed & excavation	104	m2	165.00	17,160
	Termite treatment	104	m2	9.00	936
	Roofing & Roof Plumbing				
	Roof framing	104	m2	110.00	11,440
	Metal roof sheeting	104	m2	110.00	11,440
	External Walls & Doors				
	Stud wall c/w external timber cladding, plasterboard & painting	147	m2	275.00	40,425
	900 Wide single door	6	No.	1,100.00	6,600
	2400 Wide tilt up door	1	No.	5,500.00	5,500
	Window	6	m2	660.00	3,960

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DDH Quantity Surveyors

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Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal

Trade Detail

Project: 49 Tudor Street, Richmond	Details: Schematic Design Feasibility Cost Plan -Rev
Building: Burnley Backyard	

Code	Description	Quantity	Unit	Rate	Total
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3 FLEXIBLE ROOM & OFFICE (TIMBER BUILDING) (Continued)

<u>Internal Walls & Doors</u>					
	Stud wall c/w plasterboard both sides & paint	79	m2	165.00	13,035
	900 Wide single doors	2	No.	1,100.00	2,200
<u>Finishes</u>					
<u>Floor Finishes</u>					
	Carpet	69	m2	60.00	4,140
	Vinyl	35	m2	88.00	3,080
	Skirting	104	m2	9.00	936
<u>Celling Finishes</u>					
	Ceiling	104	m2	90.00	9,360
	Bulkhead to tilt door	4	m2	160.00	640
<u>Joinery</u>					
<u>Kitchen</u>					
	Bench cupboard	8	m	825.00	6,600
<u>Store</u>					
	Lockers	11	m	900.00	9,900
<u>Curtain & Blinds</u>					
	Curtain & blinds	6	m2	180.00	1,080
<u>Sanitary Plumbing</u>					
<u>Sanitary Fixtures</u>					
	Disabled toilet	1	No.	2,200.00	2,200
	Toilet	2	No.	1,100.00	2,200
	Allow for basin	1	No.	660.00	660
	Kitchen sink	1	No.	880.00	880
	Accessories	1	Item	1,100.00	1,100
<u>Taps</u>					
	Basin mixer	1	No.	450.00	450
	Kitchen mixer	1	No.	450.00	450
<u>Cold & Hot Water Reticulation</u>					
	Cold water reticulation	3	No.	165.00	495
	Cold & hot water reticulation	2	No.	330.00	660
	Hot water unit	1	No.	1,100.00	1,100
	Cold & hot water services	1	Item	2,750.00	2,750
<u>Sewer Drainage</u>					

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Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal

Trade Detail

Project: 49 Tudor Street, Richmond	Details: Schematic Design Feasibility Cost Plan -Rev
Building: Burnley Backyard	

Code	Description	Quantity	Unit	Rate	Total
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3 FLEXIBLE ROOM & OFFICE (TIMBER BUILDING) (Continued)

	Soil waste & vent	16	FU	220.00	3,520
	Sewer drainage	1	Item	3,300.00	3,300
<u>Mechanical Services</u>					
	Air conditioning to flexible room & office	2	No.	4,400.00	8,800
	Exhaust fan to kitchen & toilet	4	No.	660.00	2,640
	Builder's work	1	Item	550.00	550
<u>Electrical Services</u>					
	Lighting, power & data	1	Item	4,620.00	4,620
	Builder's work	1	Item	550.00	550

FLEXIBLE ROOM & OFFICE (TIMBER BUILDING) 187,357

4 STUDIO (BRICK BUILDING)

<u>Substructure</u>					
	Concrete slab incl. reinforcement, moisture barrier, sandbed & excavation	35	m2	200.00	7,000
	Termite treatment	35	m2	9.00	315
<u>Roofing & Roof Plumbing</u>					
	Roof framing	35	m2	110.00	3,850
	Metal roof sheeting	35	m2	110.00	3,850
<u>External Walls & Doors</u>					
	Stud wall c/w brickwork, plasterboard & painting	78	m2	330.00	25,080
	900 Wide single door	1	No.	1,100.00	1,100
	1800 Sliding door	2	No.	3,850.00	7,700
<u>Finishes</u>					
<u>Floor Finishes</u>					
	Allow for floor finishes	35	m2	88.00	3,080
	Skirting	35	m2	9.00	315
<u>Ceiling Finishes</u>					
	Ceiling	35	m2	90.00	3,150
<u>Joinery</u>					
	Bench cupboard	2	m	825.00	1,650
<u>Sanitary Plumbing</u>					
<u>Sanitary Fixtures</u>					
	Kitchen sink	2	No.	880.00	1,760

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DDH Quantity Surveyors

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Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal

Trade Detail

Project: 49 Tudor Street, Richmond	Details: Schematic Design Feasibility Cost Plan -Rev
Building: Burnley Backyard	

Code	Description	Quantity	Unit	Rate	Total
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4 STUDIO (BRICK BUILDING) (Continued)

	<u>Accessories</u>	1	Item	220.00	220
	<u>Taps</u>				
	Kitchen mixer	2	No.	450.00	900
	<u>Cold & Hot Water Reticulation</u>				
	Cold & hot water reticulation	2	No.	330.00	660
	Hot water unit	1	No.	1,100.00	1,100
	Cold & hot water services	1	Item	1,650.00	1,650
	<u>Sewer Drainage</u>				
	Soil waste & vent	6	FU	220.00	1,320
	Sewer drainage	1	Item	2,200.00	2,200
	 <u>Mechanical Services</u>				
	Ventilation	1	Item	1,100.00	1,100
	Builder's work	1	Item	220.00	220
	 <u>Electrical Services</u>				
	Lighting, power & data	1	Item	1,320.00	1,320
	Builder's work	1	Item	220.00	220
	 STUDIO (BRICK BUILDING)				69,760

5 WORKROOM (ALTERATION)

	<u>Asbestos Removal</u>				
	Remove eaves	7	m2	250.00	1,750
	 <u>Underpinning</u>				
	Underpin building on all sides due to cracking	1	Item	15,000.00	15,000
	 <u>Substructure</u>				
	Restumping existing timber floor	1	Item	4,065.00	4,065
	 <u>Cut brickwall to form opening</u>				
	Cut brickwork to form opening & fill in ex. opening	1	Item	5,000.00	5,000
	 <u>Demolition</u>				
	Remove existing wiring	1	Item	1,000.00	1,000
	Remove ex. floor finishes & skirting	35	m2	10.00	350
	 <u>Roofing & Roof Plumbing</u>				
	Soffit lining & paint	7	m2	100.00	700

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DDH Quantity Surveyors

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Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal

Trade Detail

Project: 49 Tudor Street, Richmond Building: Burnley Backyard		Details: Schematic Design Feasibility Cost Plan -Rev			
Code	Description	Quantity	Unit	Rate	Total
5	WORKROOM (ALTERATION)				<i>(Continued)</i>
	Allow for roof reparation if required	1	Item	1,650.00	1,650
	External Walls & Doors				
	Painting & cleaning to external side of brickwall	76	m2	13.00	988
	Painting to internal side of brickwork & patching as required	76	m2	25.00	1,900
	900 Wide single door	1	No.	1,100.00	1,100
	1800 Sliding door	2	No.	3,850.00	7,700
	Finishes				
	<u>Floor Finishes</u>				
	Allow for floor finishes	35	m2	90.00	3,150
	Skirting	35	m2	9.00	315
	<u>Ceiling Finishes</u>				
	Paint ceiling & patch as required	35	m2	30.00	1,050
	Joinery				
	Bench cupboard	2	m	825.00	1,650
	Sanitary Plumbing				
	<u>Sanitary Fixtures</u>				
	Kitchen sink	2	No.	880.00	1,760
	Accessories	1	Item	220.00	220
	<u>Taps</u>				
	Kitchen mixer	2	No.	440.00	880
	<u>Cold & Hot Water Reticulation</u>				
	Cold & hot water reticulation	2	No.	330.00	660
	Hot water unit	1	No.	1,100.00	1,100
	Cold & hot water services	1	Item	1,650.00	1,650
	<u>Sewer Drainage</u>				
	Soil waste & vent	6	FU	220.00	1,320
	Sewer drainage	1	Item	2,200.00	2,200
	Mechanical Services				
	Ventilation	1	Item	1,100.00	1,100
	Builder's work	1	Item	220.00	220
	Electrical Services				
	Lighting, power & data	1	Item	1,320.00	1,320
	Builder's work	1	Item	220.00	220

Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal

Trade Detail

Project: 49 Tudor Street, Richmond	Details: Schematic Design Feasibility Cost Plan -Rev
Building: Burnley Backyard	

Code	Description	Quantity	Unit	Rate	Total
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5	WORKROOM (ALTERATION)				<i>(Continued)</i>
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	WORKROOM (ALTERATION)				60,018
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6	TIN SHED				
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<u>Substructure</u>					
	Concrete slab incl. reinforcement, moisture barrier, sandbed & excavation	28	m2	200.00	5,600
	Termite treatment	28	m2	9.00	252
<u>Columns</u>					
	Columns	28	m2	55.00	1,540
<u>Roofing & Roof Plumbing</u>					
	Roof framing	28	m2	110.00	3,080
	Metal roof sheeting	28	m2	110.00	3,080
<u>External Walls & Doors</u>					
	Recycle metal cladding & wall framing	76	m2	200.00	15,200
	800 Wide single door	5	No.	1,000.00	5,000
<u>Internal Walls & Doors</u>					
	Internal studwall & wall lining & paint	6	m2	165.00	990
<u>Finishes</u>					
<u>Floor Finishes</u>					
	Allow for floor finishes (epoxy)	28	m2	35.00	980
<u>Ceiling Finishes</u>					
	Ceiling finishes & paint	20	m2	90.00	1,800
<u>Sanitary Plumbing</u>					
<u>Sanitary Fixtures</u>					
	Toilet	2	No.	1,100.00	2,200
	Accessories	1	Item	220.00	220
<u>Cold & Hot Water Reticulation</u>					
	Cold & hot water reticulation	2	No.	330.00	660
	Cold water services	1	Item	1,100.00	1,100
<u>Sewer Drainage</u>					
	Soil waste & vent	8	FU	220.00	1,760
	Sewer drainage	1	Item	1,650.00	1,650
<u>Mechanical Services</u>					
	No allowance			Note	

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Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal

Trade Detail

Project: 49 Tudor Street, Richmond	Details: Schematic Design Feasibility Cost Plan -Rev
Building: Burnley Backyard	

Code	Description	Quantity	Unit	Rate	Total
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6 TIN SHED *(Continued)*

<u>Electrical Services</u>					
	Lighting & power	1	Item	1,000.00	1,000
	Builder's work	1	Item	220.00	220

TIN SHED **46,332**

7 SITEWORKS

<u>Preliminaries</u>					
	Preliminaries	1	Item	20,363.00	20,363
<u>Clear Site</u>					
	Clear site	998	m2	0.50	499
<u>Bulk Cut & Fill</u>					
	Bulk cut & fill to flexible room & office	104	m2	9.00	936
	Ditto to studio	36	m2	9.00	324
	Ditto to tin shed	28	m2	9.00	252
	Ditto to paving	116	m2	9.00	1,044
	Ditto to outdoor room	70	m2	9.00	630
	Ditto to playground	118	m2	9.00	1,062
	Ditto to garden	108	m2	6.00	648
	Ditto to veggie plot, raised beds & CR pathway	330	m2	6.00	1,980
	No ground work below existing building & ex. carpark (77 m2)		Note		
<u>Paving Surrounding Buildings</u>					
	Pavement	75	m2	110.00	8,250
	Ramps & landings	42	m2	170.00	7,140
	Steps	1	m2	500.00	500
	Balustrade to ramps	16	m	500.00	8,000
	Pad footing	7	No.	100.00	700
	Pergola posts	7	No.	130.00	910
	Timber cantilever pergola roofing	99	m2	100.00	9,900
<u>Outdoor Room</u>					
	Brick pavement incl. sand bed, black polythene underlay, mortar bed & surface treatment	70	m2	106.00	7,420
	800 Wide benches & planter boxes (allow brickwork)	16	m	700.00	11,200
	BBQ unit	1	No.	1,500.00	1,500
	Timber cantilever pergola roofing	70	m2	100.00	7,000

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DDH Quantity Surveyors

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Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal

Trade Detail

Project: 49 Tudor Street, Richmond Building: Burnley Backyard		Details: Schematic Design Feasibility Cost Plan -Rev			
Code	Description	Quantity	Unit	Rate	Total
7	SITWORKS				<i>(Continued)</i>
	Ornamental grape arbor over pergola (allow for 3 on each post)	15	No.	20.00	300
	<u>Playground</u>				
	Soil fill (allow 200 - 300 deep)	118	m2	16.00	1,888
	Allow for artificial grass	118	m2	110.00	12,980
	Tank concrete base	10	m2	110.00	1,100
	<u>Garden</u>				
	Garden bed & grass	108	m2	18.00	1,944
	700 x 1800 Park bench	4	No.	2,000.00	8,000
	<u>Vegie Plots & Raised Bed</u>				
	Timber planter box	184	m	55.00	10,120
	Imported soil to planter box (allow for 500 deep)	70	m3	66.00	4,620
	Moisture barrier	140	m2	8.00	1,120
	Plants by others		Note		
	Crushed rock path to surrounding area c/w 300 deep soil	190	m2	40.00	7,600
	<u>Planter Box Between Office & Vegi Plots</u>				
	Timber planter box	30	m	55.00	1,650
	Imported soil (allow for 500 deep)	5	m3	66.00	330
	Moisture barrier	10	m2	8.00	80
	Plants	11	No.	20.00	220
	<u>Fencing</u>				
	Cyclone fence c/w concrete footing	97	m	70.00	6,790
	Climbing plants (allow one every 2 m)	50	No.	20.00	1,000
	Single gate	3	No.	500.00	1,500
	Double gate	1	No.	1,000.00	1,000
	Gypress bollards c/w concrete footing	33	No.	100.00	3,300
	<u>Equipment Storage</u>				
	No work		Note		
	<u>Work Outside Boundaries</u>				
	Works by others		Note		
	<u>Planting</u>				
	Allow for planting	1	Item	10,000.00	10,000

CostX
14/02/2013 9:41:17 AM
13004

DDH Quantity Surveyors

8 of 9

Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal

Trade Detail

Project: 49 Tudor Street, Richmond Building: Burnley Backyard		Details: Schematic Design Feasibility Cost Plan -Rev			
Code	Description	Quantity	Unit	Rate	Total
7	SITWORKS				<i>(Continued)</i>
	<u>Artworks</u>				
	Allow for artworks	1	Item	2,000.00	2,000
	<u>Design Variable</u>				
	DV	1	Item	4,200.00	4,200
	SITWORKS				172,000
8	EXTERNAL SERVICES				
	<u>Preliminaries</u>				
	Preliminaries	1	Item	9,998.00	9,998
	<u>External Services</u>				
	Stormwater drainage	1	Item	18,160.00	18,160
	Cold water	1	Item	8,500.00	8,500
	Sewer	1	Item	13,500.00	13,500
	Electrical	1	Item	13,000.00	13,000
	Rainwater tank & connections	1	Item	10,000.00	10,000
	<u>Design Variable</u>				
	DV	1	Item	1,842.00	1,842
	EXTERNAL SERVICES				75,000
9	ESD				
	<u>ESD</u>				
	Extra over for solar hot water system & photovoltaic	1	Item	16,000.00	16,000
	ESD				16,000

Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal

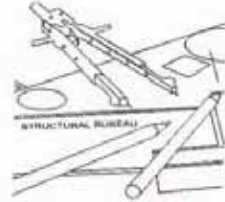
Structural Bureau

Structural and Civil Engineers

ABN 30734612817

Phone: 0402347526

E-mail: structure1@tpg.com.au



STRUCTURAL REPORT

Report: Structural Adequacy Report on Existing Police Station Building
Address: 49 Tudor Street, Richmond
Client: City of Yarra
c/o – Mat Foley
Managing Director of Content Studio

Job No: 777-045
Date of issue: 11/02/2013
Prepared by: Helen Tolkach
(MIEAust, EC-37335)

Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal

1.0 Introduction

At the request of the Architect, Mat Foley, we have been engaged to investigate the conditions and structural adequacy of this existing single storey building.

2.0 Existing Condition

The existing building has been a single storey police station. The building consists of a concrete-tiled roof and the masonry wall with a timber floor structure. Several medium-high trees, adjacent to the building, are present around the site. The existing masonry walls have also shown few cracks especially in the proximity to the windows.

3.0 Discussion and Recommendations

Our investigation on site has shown that there is a likely footing movement due to the possibility of footings being not deep enough. Additionally, several medium-high trees are present on-site in the proximity to the building and the tree roots, most likely, are the main cause of footing movement.

One of the downpipes has also been indicated as being damaged. A leaked pipe makes soil to be saturated and swell which eventually leads to footing movement.

We have also found that there are no articulation joints being provided adjacent to the windows. The articulation joints are generally required to every 6m maximum to the length of the wall as well as at wall return wall, windows or doors.

Based on the finding of the conditions above, we recommend the following actions:

- a) Remove trees adjacent or/ in the proximity to the building
- b) Otherwise, provide tree root barriers close to the existing trees to protect building's footings
- c) Soil investigation should be carried out to determine the founding depth of the existing footings. We believe that the existing footings may not comply with the current Building Code of Australia (BCA) and Australian Standards, which means that the existing footings may have not been built to the required depth.
- d) After soil investigation work has been carried out, and if it was found that the existing footings need to be deepened, an underpinning work should be carried out with a minimum depth of 2m.
- e) Fix any damaged downpipes and storm-water pipes
- f) Re-build and patch any damaged walls to suit new walls and windows layout and fill the gaps with the approved epoxy filler
- g) Create new Articulation Joints wherever it is possible

Attachment 1 - Tudor Street EOI Stage 3 Implementation Proposal

4.0 Conclusions

The existing building structure in its current conditions is structurally sound and safe for the future use. However, we suggest that further soil investigation should be carried out. This is required in order to enable us to analyse the existing footings and to provide our final, solid engineering solutions and recommendations.

Please do not hesitate to contact me if you have any queries regarding this report or would like to discuss it further.

Yours Faithfully,



Helen Tolkach
MIEAust, EC-37335

Mat Foley

From: Ringersma, Melanie [Melanie.Ringersma@yarracity.vic.gov.au]
Sent: Wednesday, 6 February 2013 11:30 AM
To: Mat Foley
Subject: RE: 49 Tudor St, Richmond

Hi Matt

In response to the property enquiry regarding 49 Tudor Street, Richmond the following advice is provided:

- The site is within a Residential 1 Zone and Heritage Overlay (Schedule 331) where the site is identified as 'not-contributory'.
- From the information you have provided Council would deem the use to be a 'Community Centre', which would be an innominate use as there is no defined land use in the Planning Scheme that would neatly fit with the proposed described use of the property.
- The proposed use of the site as a 'Community Centre' would require a planning permit pursuant to the Residential 1 Zone. Car parking requirements pursuant to Clause 52.06 of the Planning Scheme would trigger the need for Council's consent to no car parking on site as opposed to a permit for a reduction in car parking requirements.
- Pursuant to Clause 62.02-1 any requirement of the scheme relating to the construction of a building or the construction or carrying out of works does not apply to buildings or works with an estimated cost of \$1,000,000 or less carried out by or on behalf of a municipality. The proposed buildings and works associated with the proposed use, if the cost is less than \$1,000,000 and on behalf of the City of Yarra, then the buildings and works do not require a Planning Permit. However, if the works exceed a cost of \$1,000,000 and/or not undertaken on behalf of Council, then a planning permit will be required for the new buildings and works pursuant to the Residential 1 Zone and Heritage Overlay.
- Regardless of the exemption at Clause 62.02-1, a Planning Permit will be required for the demolition of the existing buildings on site to accommodate the new works, pursuant to the Heritage Overlay. As the buildings on site are identified as not-contributory it is likely that Council will support the demolition of the existing buildings on site.

I hope the above information helps.

Regards

Melanie Ringersma
 Senior Statutory Planner
 City of Yarra PO Box 168 Richmond 3121
 T (03) 9205 5365 F (03) 8417 6666
 E Melanie.Ringersma@yarracity.vic.gov.au W www.yarracity.vic.gov.au



Did you know that: As part of the SDAPP program, we have just released a **Fact Sheet Suite** outlining the **10 Key Sustainable Building Categories?** The fact sheets provide detailed advice on sustainable building design, highlight useful industry references and define Council's Best Practice Standard.

[Make sure you refer to our website for more information.](#)

From: Mat Foley [mailto:mat@contentstudio.com.au]
Sent: Saturday, 29 December 2012 1:46 PM
To: Ringersma, Melanie
Cc: srikensim@gmail.com
Subject: 49 Tudor St, Richmond

12/02/2013

Mat Foley

From: Ringersma, Melanie [Melanie.Ringersma@yarracity.vic.gov.au]
Sent: Monday, 4 February 2013 3:53 PM
To: Mat Foley
Subject: RE: 49 Tudor St, Richmond

Hi Mat

I have had a chat to one of our Building Surveyor's. It was advised that it is likely a dispensation would be granted unless there was objection from the neighbouring properties. However, as part of the application for the dispensation there would need to be adequate explanation/rationale as to why the dispensation should be granted.

I will provide a more formalised response to the property enquiry and get that out to you tomorrow.

Regards

Melanie Ringersma
Senior Statutory Planner
City of Yarra PO Box 168 Richmond 3121
T (03) 9205 5365 F (03) 8417 6666
E Melanie.Ringersma@yarracity.vic.gov.au W www.yarracity.vic.gov.au



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[Make sure you refer to our website for more information.](#)

From: Mat Foley [mailto:mat@contentstudio.com.au]
Sent: Saturday, 29 December 2012 1:46 PM
To: Ringersma, Melanie
Cc: srikensim@gmail.com
Subject: 49 Tudor St, Richmond

Hi Melanie,

Further to our meeting last week please find attached discussed property report request.

One other thing, we discussed that as the proposal is non residential setbacks within 54 and 55 will not apply, but a similar clause (409) which refers back to the planning scheme in the building regs will. The neighbouring properties on Tudor St have set backs of @ 4 or 5mtrs with some protruding gables. What scope do you think we'll have for bringing our building facing Tudor St forward of this?

Thanks for the help,

Regards,

Mat Foley
director

M 0412 617 715
mat@contentstudio.com.au
www.contentstudio.com.au

12/02/2013

10.4 AMCOR Proposed Amendment C200

Executive Summary

Purpose

To consider a request from AMCOR to change the planning scheme controls affecting the Alphington Paper Mill site to facilitate site remediation and the sale of the site and provide a response to the Department of Planning and Community Development on Council's views of the proposed changes.

Key Issues

The demolition of buildings on the site needs to have regard to the heritage values and significance of the site and buildings. Heritage advice confirms that there are several buildings that have significance. While demolition of buildings will need to occur there should be effort to retain the identified heritage buildings.

The resident group APMAG has indicated it does not support the proposed changes and favours retaining the IPO and referring to the 2009 *Amcor Site Design and Development Principles*.

The proposal by AMCOR to change controls from an IPO to a DPO would affect the form of public engagement and the approval process, which Council needs to consider. There are a number of options available in responding to AMCOR.

Financial Implications

The cost of further expert advice regarding the heritage and contamination issues is being met through the Strategic Planning budget

PROPOSAL

That Council consider the request and the planning control options and the recommendation presented in the report.

That Council:

- (a) note the advice from the local resident group (APMAG) outlining their response to the request from AMCOR;
- (b) note the heritage advice and recommendations contained in the three heritage reports;
- (c) support preparation of an Incorporated Document that provides for the demolition of non-heritage buildings without the need for a planning permit and retention of the heritage buildings with their removal requiring a planning permit;
- (d) not support the AMCOR proposal for a ministerial amendment to change the current Incorporated Plan Overlay (IPO) to a Development Plan Overlay (DPO);
- (e) support as an alternative a public amendment process to introduce a revised DPO (with additions) combined with the preparation of the development plan; and
- (f) advise AMCOR and the Department of Planning and Community Development (DPCD) of its decision.

10.4 AMCOR Proposed Amendment C200

Trim Record Number: D13/18466

Responsible Officer: Manager City Strategy

Purpose

1. To consider a request from AMCOR to change the planning scheme controls affecting the Alphington Paper Mill site to facilitate site remediation and the sale of the site and provide a response to the Department of Planning and Community Development on Council's views of the proposed changes.

Background

2. AMCOR have ceased operations at the Alphington Paper Mill and the site is being decommissioned over the next few months. AMCOR intend to remediate the site and sell the site for residential and commercial development.
3. The current planning controls, including the Incorporated Plan Overlay (IPO), were introduced in 2009 by the then Minister for Planning. At that time Council supported the use of a Development Plan Overlay (DPO).
4. The current planning controls do not enable any demolition works or remediation works to occur without first preparing a *development plan* for the whole site, unless the controls are varied to enable the works to occur prior to the preparation of a full development plan. Last year Council agreed to the controls being amended to enable limited demolition works to enable the removal of machinery from the site (removing the roof of a building).
5. AMCOR is seeking Council's support for further changes to the planning controls to enable the demolition of all buildings necessary for the remediation of the site. Further, AMCOR is seeking a change in the site controls from an Incorporated Plan Overlay (IPO) to a Development Plan Overlay (DPO). Attachment 1 provides a comparison between the two overlays.
6. AMCOR has sought, through the Department of Planning and Community Development (DPCD), the Minister for Planning's agreement to make these changes through a ministerial amendment to change the Yarra Planning Scheme. A ministerial amendment would exclude notification to residents and the hearing of submissions by an independent planning panel. Officers of the DPCD have sought Council's views on these proposed changes. DPCD officers have been advised that discussions are occurring with AMCOR to explore their proposal and that Council will form a view in April.
7. AMCOR has entered into a conditional sale with a prospective purchaser subject to the IPO being replaced with a DPO by early June 2013.

Heritage Assessments

8. In order to determine the extent of demolition works AMCOR has provided a heritage assessment report which recommends retention of the 1950's Boiler House building, however it also indicates its retention may not be feasible because of contamination issues. Indeed AMCOR's environmental consultant has recommended removal of all buildings in order to remediate the site. Refer to Attachment 2

9. The heritage report has been reviewed by Council's heritage consultant who recommends a number of other buildings on the site for possible retention, including the 1919 boiler and chimney, the river pump house, railway sidings and the No. 5 and No. 6 machine buildings whilst recognising that "*retention of these elements need not be total*". Refer to Attachment 3
10. A previous 2007 heritage assessment by 'Biosis' also identified the 1919 boiler and chimney as having significance and a wider range of other buildings were considered contributory. Refer to Attachment 4.
11. Currently the heritage citation for the site only recognises the significance of the 1954 boiler house building.
12. At this stage there is no agreement between AMCOR and Council on which buildings should be retained.

Contamination and Remediation

13. AMCOR has provided a detailed site investigation report by an environmental assessor which indicates the extent and nature of contamination across the site. The report recommends undertaking further work and the preparation of a site Remediation Action Plan (RAP) prior to the demolition of buildings. Ultimately, an environmental audit is required under the Environmental Audit Overlay (EAO) control to enable the use and development of the site.
14. The assessor has indicated that all buildings will need to be demolished in order to enable the remediation of the land for the highest order residential use (low density housing). It is unclear whether the assessor has investigated alternative approaches, such as how the heritage buildings could be retained and still achieve a satisfactory level of remediation to support the intended use and development of the site.

Consultation

15. Consultation occurred with the local community and resident group (APMAG) in September last year at the time the earlier change to controls was proposed.
16. Most recently representatives of APMAG have met with AMCOR and had discussions with Council officers to understand the proposals that have been put forward by AMCOR.
17. APMAG do not support the change to the IPO. (refer to Attachment 5) APMAG requests "*that rather than removing the existing IPO 1, that it is modified to enable demolition and remediation to be undertaken subject to the outcomes of the Heritage report prepared by Lovell Chen Architects and the inclusion of the City of Yarra AMCOR Site Design and Development principles.*" It should be noted that APMAG are not aware of the further heritage assessments that have been undertaken.
18. There have been on-going discussions between AMCOR representatives and Council officers regarding their request and the options available to Council.

Financial Implications

19. The cost of further expert advice regarding the heritage and contamination issues is being met through the strategic planning budget.

Economic Implications

20. There are no immediate economic implications, however in the longer term the redevelopment of the AMCOR site will have significant economic implications for the municipality.

Sustainability Implications

21. There are no immediate implications, however, it will be necessary to have the AMCOR site remediated to enable its redevelopment.

Social Implications

22. There are no immediate implications in this report.

Human Rights Implications

23. There are no human rights implications to this report

Council Plan, Strategy and Policy Implications

24. The AMCOR site is identified in Council's Municipal Strategic Statement as a strategic redevelopment site, where additional housing development is expected. Council policy supports the retention and conservation of the City's heritage.

Legal Implications

25. Legal advice will be required to prepare any statutory documentation for planning controls.

Other Issues

26. It is agreed that the site needs to be remediated to an acceptable standard to enable its future use and development. At this stage the standard of remediation is not known and may vary depending upon the nature of the intended use and development. For instance, the standard could vary for a retail/commercial use compared to a residential use.
27. The first part of the request by AMCOR is seeking Council's support for the demolition of buildings to enable remediation of the site. Despite heritage advice indicating that some buildings should be retained, AMCOR is indicating that all buildings will need to be demolished to meet the highest residential standard of remediation.
28. If all buildings were demolished there would be limited opportunity to interpret the history of the site and its use and development. The various heritage advice indicates that many of the existing buildings have no heritage value and could be demolished. The advice contained in the Context and Biosis reports indicates there are, however, several buildings that have contributory significance and are worthy of retention. In addition to these there are other buildings that have not been used for industrial purposes, such as the canteen building, which are less likely to be affected by contamination and could potentially be retained if there was a useful purpose for those buildings.
29. Based on this, a planning control could be prepared (such as an Incorporated Document as was used in 2012) that enables the demolition of identified 'non-heritage' buildings without the need for a planning permit. Those buildings identified as having heritage values and significance as identified in the Context report could be candidate buildings for possible retention. Their removal could be by way of a planning permit which would enable Council to consider the heritage and remediation issues in determining whether to support the demolition. Alternatively, their demolition could be dependent upon the preparation of the development plan for the site.
30. Prior to any demolition works an archival quality photographic record of the site and buildings should also be prepared in accordance with Heritage Victoria guidelines. This has been recommended by AMCOR's heritage consultant. Further, a heritage interpretation strategy should also be prepared to guide future interpretation during the development of the site.
31. The second part of AMCOR's request is to change the planning controls from an IPO to a DPO. There is no change in the content of the overlay being proposed by AMCOR. The change in overlays would affect a number of things that need to be considered by Council in determining its position.

32. The key considerations are that third parties are involved under an IPO through a statutory process involving exhibition of a planning scheme amendment and the potential hearing of submissions by an Independent Planning Panel. Although a DPO can include a requirement for public exhibition there is no independent panel. Council would consider the submissions when assessing the development plan. Further, the Minister for Planning would approve the final plan under the IPO. Whereas, under the DPO Council would approve the plan, although the proponent could take Council to VCAT.
33. The basis for AMCOR's request is to facilitate the sale of the site to suit the prospective purchaser and thereby help AMCOR to off-set the cost of remediating the land. Clearly the purchaser considers the DPO offers a more favourable approval process than the IPO. This is true at least in terms of approval timeframes and their ability to appeal to VCAT. The existing controls were introduced to facilitate the development of the site and there is no statutory need to change the controls. A development plan could be prepared under the existing IPO following the amendment process.
34. It is noted that APMAG do not support the changes proposed by AMCOR, preferring retention of the IPO and reference to the adopted 2009 *Amcors Site Design and Development Principles*.

Options

35. An option put forward by officers for demolition and remediation is to retain, in the first instance, the identified key heritage buildings whilst enabling demolition of all other buildings. The retained buildings could still be demolished, if approved through a planning permit process which enables further investigation of options for retaining the buildings whilst still remediating the site.
36. Prior to any demolition there would need to be a photographic record of the site, a heritage interpretation strategy, remediation action plan, and a construction management plan approved to Council's satisfaction. AMCOR's consultants have indicated acceptance of this option as a possible mechanism to deal with demolition, however there is no agreement yet on the heritage buildings.
37. In respect to the request to change the planning controls from an IPO to a DPO there are several options Council can consider (Attachment 6 provides an assessment of the options).
 - (a) retain the existing IPO;
 - (b) change the IPO to a DPO (AMCOR's proposal);
 - (c) retain existing IPO with additions (APMAG proposal);
 - (d) change the IPO to a DPO with additional requirements; or
 - (e) follow an alternative amendment process (as referred to above by officers) to change the IPO to a DPO.
38. The change proposed by AMCOR's request is not considered necessary at this time given that the planning and development of the site could occur under the current controls.
39. The use of the IPO is also consistent with the DPCD Practice Note regarding the appropriate use of these overlays. Further, given that the current planning controls were introduced by a ministerial amendment without community involvement, it is appropriate to follow the statutory amendment process under the existing IPO to involve the community.
40. Council officers have explored on a 'without prejudice basis' the option of changing from the IPO to a DPO with additional requirements, such as commitments to affordable housing, improved sustainability requirements, and heritage interpretation. AMCOR representatives have generally agreed to a revised DPO although a final overlay would need preparing and endorsing. This option could achieve some additional requirements from the adopted site principles that were not included in the IPO, however, these would have to be balanced against the effects of changing the approval process. It is noted that the Minister for Planning would also have to agree to the approval of the clauses in any Planning Scheme change.

41. A further option is for AMCOR and the purchaser to request a change in the controls through a planning scheme amendment process at the time that they are preparing a development plan for the site. This was the approach used for the GTV 9 site in Richmond. This approach is more complicated for AMCOR, however, it would enable the DPO to be informed by the proposed development proposal and include the requirements necessary to support the proposal.
42. It is not unusual for purchasers or developers of major development sites to have to undertake planning scheme amendments. In this case given the remediation of the site will take one to two years there is the time available to undertake a planning scheme amendment process either by using the existing IPO or by requesting an amendment to change the control to a DPO.

Conclusion

43. Whilst acknowledging the requirement to remediate the AMCOR site there is still a need to consider the heritage values of the site. Subject to obtaining further advice from an environmental assessor and Council's heritage consultant, the option of retaining identified heritage buildings should be considered. In this scenario, the recommended planning control outlined in the report would enable the non-heritage buildings to be demolished without the need for a planning permit while the identified heritage buildings could only be demolished with a planning permit. This would enable Council to consider the heritage and remediation issues and offers a greater opportunity for retaining the heritage buildings.
44. The request by AMCOR to change the IPO to a DPO appears unnecessary considering the existing controls already allow for the development of the site, the IPO is the appropriate overlay to use under the DPCD Practice Note and an amendment process could occur whilst the site remediation process is being undertaken.
45. If a change to a DPO were contemplated then it would be more appropriate for this to occur as a combined planning scheme amendment and development plan(see option 5 above), similar to the approach used for the rezoning and development plan approval for the former GTV 9 site in Richmond.

RECOMMENDATION

1. That Council:
 - (a) note the advice from the local resident group (APMAG) outlining their response to the request from AMCOR;
 - (b) note the heritage advice and recommendations contained in the three heritage reports;
 - (c) support preparation of an Incorporated Document that provides for the demolition of non-heritage buildings without the need for a planning permit and retention of the heritage buildings with their removal requiring a planning permit;
 - (d) not support the AMCOR proposal for a ministerial amendment to change the current Incorporated Plan Overlay (IPO) to a Development Plan Overlay (DPO);
 - (e) support as an alternative a public amendment process to introduce a revised DPO (with additions) combined with the preparation of the development plan; and
 - (f) advise AMCOR and the Department of Planning and Community Development (DPCD) of its decision.

CONTACT OFFICER: David Walmsley
TITLE: Manager City Strategy
TEL: 9205 5350

Attachments

- 1** AMCOR Comparison Table
- 2** Lovell Chen Heritage Report
- 3** Context Peer Review
- 4** Biosis Heritage Report
- 5** APMAG Letter
- 6** Planning Control Options

Attachment 1 - AMCOR Comparison Table

AMCOR – Comparison - Incorporated Plan Overlay or Development Plan Overlay

	<i>Incorporated Plan Overlay (IPO)</i>	<i>Development Plan Overlay (DPO)</i>
When to use (based on DPCD Practice Note)	<ul style="list-style-type: none"> • Sites that are likely to affect third-party interests • Sites comprising multiple lots in different ownership • Where surrounding land use is residential 	<ul style="list-style-type: none"> • proposals that are not likely to significantly affect third-party interests • self-contained sites, with one or two owners • not adjoining residential areas.
Process to approve plan	<ul style="list-style-type: none"> • Amendment process – following new timeframes. Council controls process and can abandon. 	<ul style="list-style-type: none"> • Council’s satisfaction – no fixed timeframe
Final approval of plan	<ul style="list-style-type: none"> • Minister for Planning 	<ul style="list-style-type: none"> • Council
Time to approve plan	<ul style="list-style-type: none"> • 12 months 	<ul style="list-style-type: none"> • 6 – 8 months
Third Party/ community involvement in the approval of Plan	<ul style="list-style-type: none"> • The amendment process includes exhibition, panel hearings, and community involvement. 	<ul style="list-style-type: none"> • Informal consultation decided by Council – no formal third party rights • No public approval process for the plan
Appeal rights	<ul style="list-style-type: none"> • None. Council decides whether to adopt the Amendment but the Minister’s makes the final decision. 	<ul style="list-style-type: none"> • Applicant can appeal to VCAT (s149) if unhappy with Council’s decision, requirements, or time taken to make a decision (the ‘dispute’ clause).
Changes to approved Plan	<ul style="list-style-type: none"> • Amendment to YPS • Can seek speedy resolution – potentially Ministerial Amendment 	<ul style="list-style-type: none"> • Request to Council for approval to amend Plan • Appeal rights for applicant if not satisfied – s149 (see above)
Permits granted for proposals that are not ‘generally in accordance’ with the plan	<ul style="list-style-type: none"> • Yes, if provision included in IPO schedule. • Can also introduce decision guidelines for these ‘not in accordance’ applications 	<ul style="list-style-type: none"> • No
Permits for works that are ‘generally in accordance’	<ul style="list-style-type: none"> • Exempt from most notice requirements and third-party review rights 	<ul style="list-style-type: none"> • Exempt from most notice requirements and third-party review rights

Attachment 2 - Lovell Chen Heritage Report



AMCOR FAIRFIELD
626 Heidelberg Road, Fairfield

**Appraisal of Heritage Issues and
Redevelopment Implications**

Prepared for
Ancor Australasia

21 December 2012

Attachment 2 - Lovell Chen Heritage Report

1.0 Introduction

This appraisal of heritage issues and redevelopment implications has been prepared in the context of imminent closure of the Amcor paper mill at Fairfield and the development of a master plan for the redevelopment of the site. The whole of the western portion of the site is at present included in the Schedule to the Heritage Overlay in the City of Yarra Planning Scheme (HO70) based on the identification of the 1954 Boiler Station as a place of individual significance. The purpose of the appraisal is to further examine the site with regard to its potential heritage significance and subject to the outcome of that appraisal to comment on the implications with regard to redevelopment. The appraisal uses the framework adopted in a conventional conservation analysis process and includes a brief history of the place, an examination of the physical fabric, consideration of comparative places and an assessment of significance. The consideration of the redevelopment implications addresses opportunities and constraints and makes recommendations regarding the future management of heritage issues.

In particular the report includes the following:

- an account of the historic development and existing conditions of the site;
- an analysis of the development of the site;
- a brief comparative analysis of identified heritage elements;
- identification of heritage and planning considerations; and
- an examination of redevelopment implications.

In undertaking the appraisal reference has been made to the recently revised VPP Practice Note 1: *Applying the Heritage Overlay*. In particular reference has been made to the heritage criteria as set out in that note.

Preliminary Assessment

In August 2012 Lovell Chen undertook a preliminary examination of heritage issues on the site as related to the proposed removal of last two paper making machines located in the F5 and F6 machine houses (Appendix A). The assessment was required in order to determine the impact of works required to remove the machines which included roof removal and possible partial demolition. Draft and final appraisals were issued in September and the conclusion was that the partial removal of roofs from both buildings was not an action which would have an adverse impact on the cultural heritage significance of the site. The appraisal further concluded that demolition of both buildings was an action which could be contemplated ahead of resolution of a comprehensive site development plan without an adverse heritage outcome.

2.0 History and Development

2.1 Early mill – South Melbourne

Australian Paper Mills (APM) was formed from two paper mill companies, based in Melbourne and Sydney. Businessman Samuel Ramsden, who had arrived in Melbourne from Manchester in c.1843, acquired paper manufacturing machinery in c.1867 and established a paper mill on the banks of the Yarra near Prince's Bridge in May 1868 (Figure 1) Figure 1 Samuel Ramsden's Paper Mill, located on the south bank of the Yarra, 1868.¹ Following Ramsden's death in 1877, the mill was continued to be operated by his son George. Though George Ramsden oversaw the establishment of a second mill at Fyansford in 1878, the family

¹ *Argus*, 20 February 1877, p. 6.

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company soon began to fail and was sold to William Brookes and Archibald Currie in 1882 for £37,000.² It was noted in an unidentified industrial journal that

‘With this sale, paper-making in Victoria made the transition from the phase of small, hazardous and necessarily limited enterprise to that of modern business’.³

In November 1895, the Australian Paper Mills Company was established, with Currie, Brookes and James McDougall, the director of Sands & McDougall Trades Directory who had established a mill at Broadford in 1890, as the main shareholders. Problems with the supply of fresh water following the demolition of the Queens Bridge reef and tenure on the Yarra River site were major issues for the company in its early years.

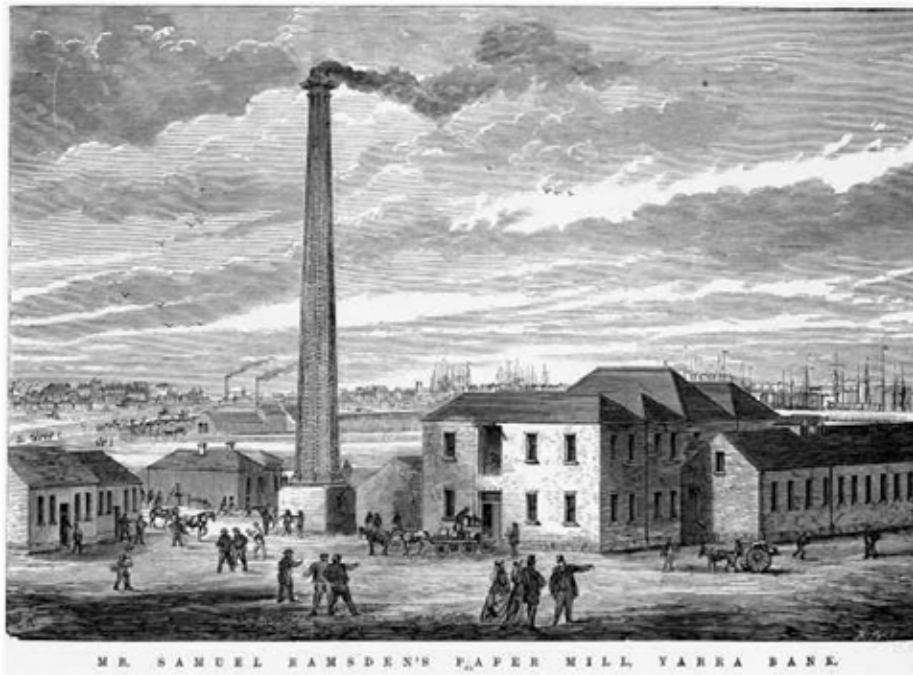


Figure 1 Samuel Ramsden’s Paper Mill, located on the south bank of the Yarra, 1868.
Source: State Library of Victoria

These issues were temporarily solved with the introduction of a piped supply of fresh water and a renewal in 1899 of the twenty-one year lease.⁴ The company had fluctuating levels of success, but by the early 1900s, was in a position to look to expanding beyond Victoria.⁵

² Sinclair, E K, *The Spreading Tree: A history of APM and Amcor 1844-1989*, Allen & Unwin, North Sydney, 1990, p. 16.

³ Sinclair, E K, *The Spreading Tree: A history of APM and Amcor 1844-1989*, Allen & Unwin, North Sydney, 1990, p. 17.

⁴ Sinclair, E K, *The Spreading Tree: A history of APM and Amcor 1844-1989*, Allen & Unwin, North Sydney, 1990, pp. 28-29.

⁵ Sinclair, E K, *The Spreading Tree: A history of APM and Amcor 1844-1989*, Allen & Unwin, North Sydney, 1990, pp.32-34.

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During World War I, there was a big increase in demand for paper products, particularly paperboard, and by the end of the war, the company's turnover had doubled from pre-war levels.⁶

On 14 August 1920, it was announced that the shareholders of the Victorian-based Australian Paper Mills Co. Ltd. and the Sydney Paper Mills Ltd had unanimously agreed to amalgamate the two companies to form the Australasian Paper and Pulp Co. Ltd. (AP & P). The company's head office was to be in Melbourne.⁷ Reflecting the company's success and the increase in production, in September 1918 AP & P purchased land in the Woodlands Estate, Alphington for a new paper mill site.⁸ In 1926, with the addition of the Commonwealth Board Mills in Abbotsford and the Cumberland Paper Board Mills in Lane Cove, NSW, the company became known as Australian Paper Manufacturers Ltd (APM).⁹ In 1938, the company closed a number of its smaller mills to concentrate its operations at Fairfield and Botany, NSW.¹⁰

2.2 Woodlands Estate

In early 1914 the Woodlands Estate in Alphington, located near the railway line, was subdivided by Messrs Lafreny, Rowe and Whitcher.¹¹ An auction of allotments was held in February 1914, with a second auction in March 1914, at which thirty-four of the ninety-four available allotments were sold.¹² The estate took in land west of the former Outer Circle railway line and south of Heidelberg Road. New roads were created with Woodlands Road, St Elmo Road (now Latrobe Avenue) running north-south, truncated by Woodlands Avenue and St Elmo Avenue at the south. In 1918, the western portion of the Woodlands Estate was sold to AP & P. Within the land purchased by the mill, there were three properties listed on Woodlands Avenue, three houses on the west side of Woodlands Road, with one being constructed on the east side, and whilst the east of St Elmo Road contained a number of houses, none had been constructed on the west side of the street.¹³ After AP & P had chosen the Alphington site for its mill, the company purchased the remaining privately-owned allotments in order to own all the land between the former railway and St Elmo Road.¹⁴

2.3 Fairfield Mill

Though the new site was situated in Alphington, the company referred to it as its Fairfield mill. Construction on the new mill site began by 1919 and took two years to complete costing £200,000.¹⁵ A sketch of the new Australian Paper Mills buildings appeared in the 12

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- ⁶ Sinclair, E K, *The Spreading Tree: A history of APM and Amcor 1844-1989*, Allen & Unwin, North Sydney, 1990, pp 50, 52..
- ⁷ *Argus*, 14 August 1920, p.17.
- ⁸ *Heidelberg News and Greensborough, Eltham and Diamond Creek Chronicle*, 14 September 1918, p. 2.
- ⁹ Sinclair, E K, *The Spreading Tree: A history of APM and Amcor 1844-1989*, Allen & Unwin, North Sydney, 1990, p. 37 (facing).
- ¹⁰ *Argus*, date unknown
- ¹¹ 'History - Fairfield Mill', Australian Paper Manufacturers Limited, 1944, University of Melbourne Archives.
- ¹² *Heidelberg News and Greensborough and Diamond Creek Chronicle*, 7 March 1914, p. 2.
- ¹³ *Sands and McDougall Directory of Victoria*, 1919 edition.
- ¹⁴ Sinclair, E K, *The Spreading Tree: A history of APM and Amcor 1844-1989*, Allen & Unwin, North Sydney, 1990, p. 61.
- ¹⁵ Sinclair, E K, *The Spreading Tree: A history of APM and Amcor 1844-1989*, Allen & Unwin, North Sydney, 1990, pp. 60-61.

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February 1921 edition of the *Building* journal (Figure 2). The mill's architects were Arthur Peck and son Hugh L Peck, with design input from Robert Corney and J L Carey of AP & P, and construction by the Swanson Brothers (Figure 3). The complex comprised a collection of brick gable buildings, with the railway siding and a platform visible, and the front office buildings featuring decorative parapets and entrances. From the perspective of the artist, the mill buildings were of an almost domestic scale, not unlike the residences visible behind. The brief description accompanying the drawing noted the 'architectural touch to the exteriors' and that 'the lay-out of the grounds also has not been neglected'.¹⁶



Figure 2 Sketch of first building design at new site in Fairfield, by Arthur Peck and Hugh L Peck, 1921.
Source: *Building*, 12 February 1921



Figure 3 Fairfield Paper mill under construction, February 1920. View looking north-east from the railway line.
Source: Amcor Head Office archives.

2.4 Development of site

The development of the mill buildings was directly related to developments in plant and machinery, with extensions or new buildings constructed with each new machine put into operation. Existing building functions and enclosed plant are indicated in a 2004 plan below (Figure 4). Depicting development up to this point, Figure 5 is an indicative plan showing broad phases of development at Fairfield Mill since its inception.

¹⁶ *Building*, 12 February 1921, p. 74.

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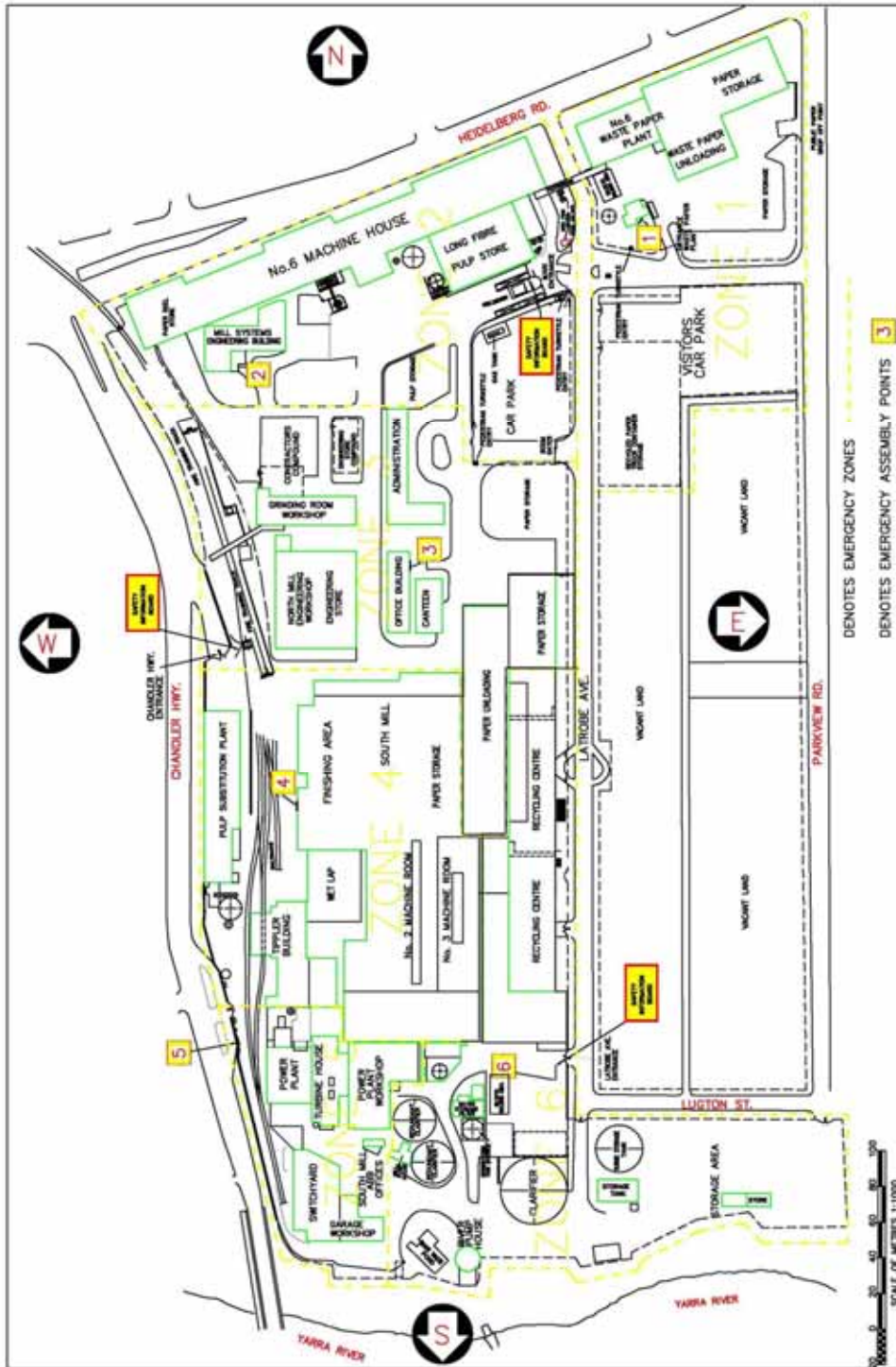


Figure 4 Fairfield Mill Plan 2004 –present day layout, drawn by Draftcon Pty Ltd, numbered 27417, and dated as updated 16/02/04.
Figure Source: Amcor

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Figure 5 Indicative plan of the primary phases of development of the mill
Source: Lovell Chen P/L

Commencing operations in 1921 the Fairfield Mill originally comprised a cylinder mould cardboard and paperboard machine, known as Fairfield No. 1 (F1), along with a boiler and power house and offices.¹⁷ In 1926, a second machine – the Fourdrinier paper machine known as Fairfield No. 2 (F2) machine – was purchased from English company Bentley & Jackson, and began operation in 1928.¹⁸ The machines were housed in the central buildings of the complex.

A 1920s oblique aerial image (Figure 6) from the Kew side of the Yarra River shows the mill site prior to the alterations to the former Outer Circle rail bridge to convert it to road traffic. These works were approved by the Minister of Public Works, Alfred Elliot Chandler in November 1929 and officially opened in 1936.¹⁹

As can be seen from this image, the Fairfield mill occupied the southern end of the site, close

¹⁷ Webb, Brian, 'Fairfield's Story' in 'The History and People of Fairfield Mill', unpublished.
¹⁸ Webb, Brian, 'Fairfield's Story' in 'The History and People of Fairfield Mill', unpublished.
¹⁹ *Argus*, 11 December 1929, p.6, 25 May 1936, p. 8.

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to the river which was a main factor in the choosing of the site. The buildings are generally long, narrow gable structures, with skylights or lantern roofs. A large brick chimney and adjacent power house are situated at the southernmost end of the complex, and a dam is located at the south-east corner of the site.

Also visible in this image are residences to the north of the mill which had been constructed on allotments within the Woodlands Estates, prior to the site's purchase by Australian Paper Mills. Woodlands Road, running through the centre of the site between Heidelberg Road and the mill complex is also visible. The mill complex retained this 'H' form until the mid-1930s, when the Chandler Highway was constructed, opening in 1936.



Figure 6 1920s Airspy oblique aerial of mill, with rail bridge and Yarra River in foreground.
Source: State Library of Victoria.

The mill expanded in the mid-1930s, with the infill of the 'H' on the eastern side of the complex, and an extension to the north (Figure 7 & 8). The infill building to the east housed the Number 3 paper machine, which began production in June 1936.²⁰ The 1930's also saw the power plant expanded, engineering and carpenters' shops added, and the brick buildings, which housed finishing rooms, as well as offices, expanded. A large double gabled building (now the engineers workshops), situated near the railway siding was also constructed at this time.

The Fairfield mill retained this layout until the construction of the canteen building in 1945, an addition to the complex which was welcomed by employees, who had no such facility until this time (Figure 9). The canteen was constructed at a cost of almost £8000, and could seat 250, and was hailed as 'proof that ... realization has come that men and women are as important to industry as is machinery'.²¹

²⁰ Webb, Brian, 'Fairfield's Story' in 'The History and People of Fairfield Mill', unpublished.

²¹ 'Paper Talk', November 1945, p. 19.

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Figure 7 Fairfield mill c. early 1930s, note early 'H' layout of complex, prior to infill and additional buildings being constructed. The new Chandler Highway is visible in the foreground. North is to the top left.
Source: Airspy, State Library of Victoria



Figure 8 c. 1936 Airspy oblique aerial showing additional buildings along eastern boundary (Latrobe Avenue) and double gabled building along railway siding. Note Chandler Highway open to cars. North is at the bottom of the image.
Source: Airspy, State Library of Victoria

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Figure 9 1945 aerial image of site, Canteen building indicated. North is at the top of the image.
Source: Land Victoria aerial photography.

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In the immediate post-war period, APM undertook a large expansion and modernisation of its facilities. By 1949, the commissioning of a new No. 5 machine for Fairfield was underway, which was to be housed in a new building fronting Latrobe Avenue (Figure 10). It was noted that the works at the mill would also include 'a general beautification scheme ... which when completed, will make that mill an attractive mill from every point of view'.²² The new board machine required space previously used by office and laboratory staff, so a new office block, to the north of the main complex was constructed.



Figure 10 No. 5 Building during construction, c. 1950.
Source: APM Annual Report, 1952, Amcor archives.

The new machinery also required an upgrade of power generation facilities at the mill with the addition of a new coal-handling system and railway truck tippler, and a new pumping station for the intake and outflow of river water were also part of this expansion program (Figure 11 to Figure 12).²³ The Boiler House fronting Chandler Highway, completed in 1954, was designed by Mussen, Mackay & Potter: Mackay was the architect, whilst Mussen and Potter the engineers.²⁴ Norman Mussen's father Gerald had been instrumental in the establishment the paper mill in Burnie, Tasmania in 1936.²⁵

²² APM Annual Report 1948, p. 20.

²³ APM Annual Report 1949, p. 18, APM Annual Report

²⁴ Allom Lovell & Associates, citation for Boiler House, City of Yarra Heritage Review, 1998, p. 159.

²⁵ Kennedy, B. E., 'Mussen, Sir Gerald (1872–1960)', Australian Dictionary of Biography, National Centre of Biography, Australian National University,

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Figure 11 Expansion of Fairfield Mill site, 1950. No. 5 building indicated.
Source: APM Annual Report, Amcor archives.

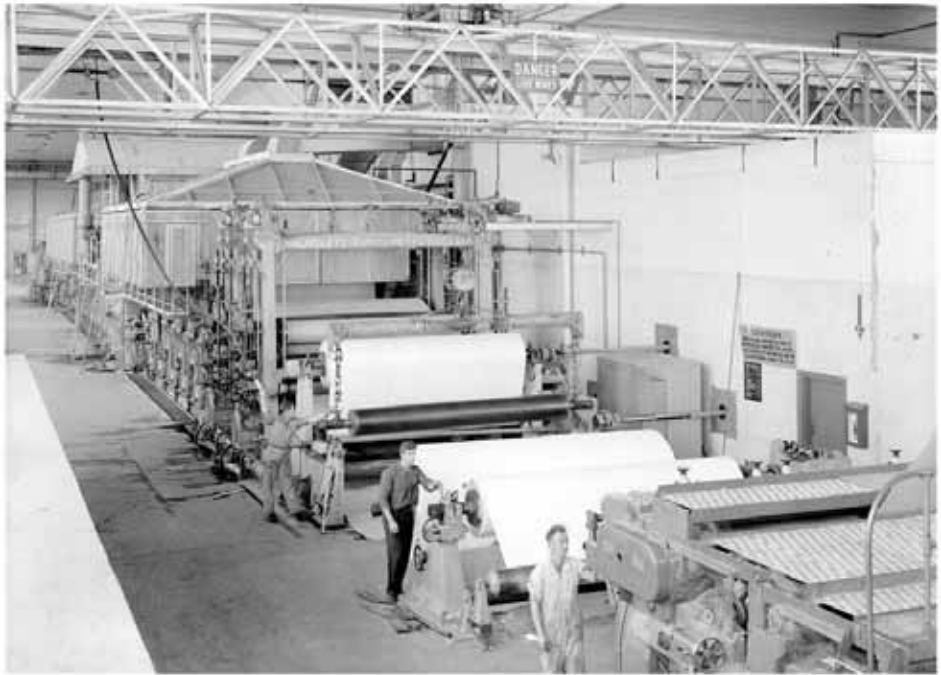


Figure 12 c.1950s photograph of Fairfield workers operating sheeting equipment on the newly upgraded F1 machine.
Source: Museum Victoria.

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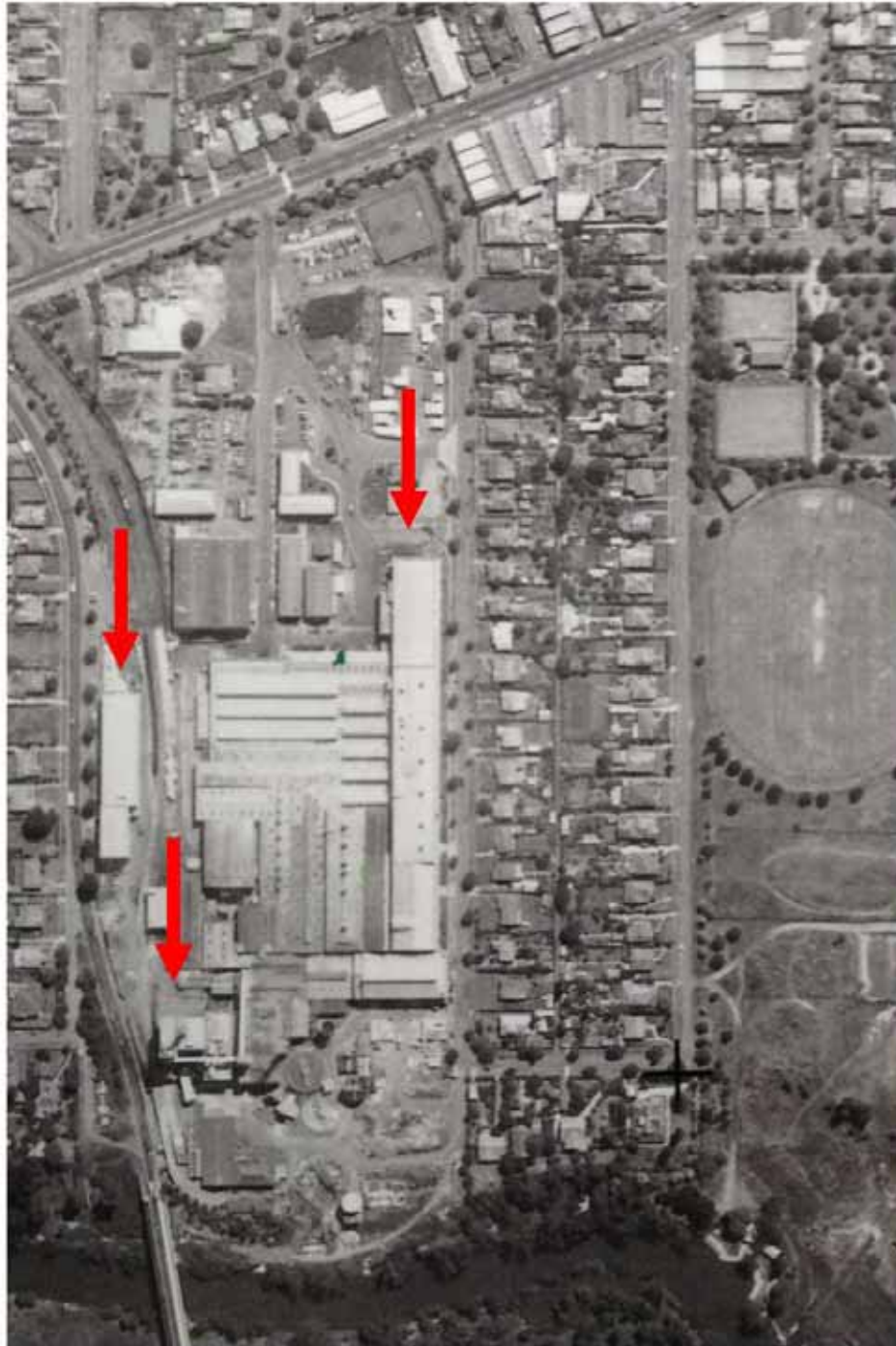


Figure 13 1956 aerial image, with No. 5 machine building along Latrobe Avenue (1952), Boiler House (1954) and new ancillary buildings indicated.
Source: Laverton Aerials, Land Victoria.

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Figure 14 1968 aerial image showing the newly constructed No. 6 Machine buildings along Heidelberg Road.
Source: Laverton Aerials, Land Victoria.

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Figure 15 1986 aerial image of site. Note vacant land between Latrobe Avenue and Parkview Road.
Source: Laverton Aerial photography, Land Victoria

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The final major expansion which occurred at the Fairfield site was the addition of the No. 6 Fourdrinier-Inverform machine, constructed 1965-1967, which was designed to produce ten tonnes of paperboard an hour (Figure 14). Two large brick buildings fronting Heidelberg Road were constructed to house the new paperboard machinery, capable of producing 70,000 tonnes annually, with an ability to increase to 150,000 tonnes.²⁶ The new buildings, likely also designed by Mussen Mackay & Potter²⁷, saw the mill site expand substantially to the north. The office building was also extended in this period. In 1977, the No. 4 Boiler Chimney was extended, with an additional 16.3 metres installed.²⁸ By the mid-1970s, land between Latrobe Avenue and Parkview Road had begun to be cleared of houses, having been acquired by the mill for a potential expansion of operations. The land was virtually vacant by the mid-1980s, aside from one residence, still extant, with the northern portion of this land used as carparking (Figure 18).

Many of the mill's employees lived close to the site, possibly due to the twenty-four operations of the mill, requiring shift work. In the 1940s, staff picnics, swimming carnivals and social club dances were held, and mill employees took part in local sporting clubs, including the Woodlands tennis club.²⁹ From 1977, an annual foot race was introduced for Fairfield Mill employees, and an A.P.M. lawn bowls day was won by Fairfield in 1982.³⁰ In 1984, the company changed its name from Australian Paper Mills to Amcor.

In 2011, Amcor announced plans to consolidate its Australian mill operations to be based at the one site in Botany, New South Wales, closing the Fairfield site. In mid-2012, it was announced that the machinery at the site would be removed to Maryvale (Australian Paper), by lifting the roofs of the buildings in which it was housed.³¹

Site description

The property is located on the southern side of Heidelberg Road near to the intersection of the Chandler Highway at Alphington. It is bounded to the south by the bank of the Yarra River; to the east by a suburban recreation park known as Alphington Park; and to the west and north by the Chandler Highway and Heidelberg Road respectively. The Chandler Highway Bridge to the south-west of the site is identified in its own right as a heritage place in the Yarra Planning Scheme (HO67).

The site comprises buildings and infrastructure which reflects the growth and expansion of a paper factory over almost 100 years (refer Appendix B for building data sheets). The fabric which survives represents aspects of the production process from all phases of development to the present day. As has been described, development commenced in the south and expanded northward with the last paper machine, F6, located in the structure fronting Heidelberg Road.

In the extreme south and closest to the banks of the River Yarra, are a number of tanks, clarifiers and pump house structures. These predominantly date from the post Second World

²⁶ APM Annual Report, 1967, p. 10.

²⁷ Pers comm., Neil Clerehan and Libby Blamey, Lovell Chen, 12 December 2012.

²⁸ 'Fairfield chimney extended', *A.P.M. News*, November 1977, Vol. 23, No. 8.

²⁹ 'Paper Talk', March 1943, April 1947 and October 1949, in Webb, Brian, 'Fairfield's Story' in 'The History and People of Fairfield Mill', unpublished.

³⁰ 'Paper Talk', May 1982, in Webb, Brian, 'Fairfield's Story' in 'The History and People of Fairfield Mill', unpublished.

³¹ Amcor to raise the roof in Alphington Grand Finale', *Melbourne Times*, 25 September 2012, accessed via <http://www.melbournetimesweekly.com.au/story/354199/amcor-to-raise-the-roof-in-alphington-grand-finale/>, 18 October 2012.

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War period and are structures in which fabric and function are integrally linked. Immediately to the north-west of these structures are the three boiler stations, dating from the 1920s, 1950s and 1960s. The 1920s boiler station is now largely a shell structure with a truncated brick chimney attached. It contains limited evidence of its operation by way of internal fittings, but otherwise all early power generation equipment has been removed. The 1954 coal fired boiler station is substantially more intact and contains much of its original equipment, including fuel conveyors and the like. The most recent of the boiler stations, which is gas fired and still in use is also substantially intact.

Abutting the boiler houses and extending over the centre of the site are the early paper machine buildings F1, F2 and F3 and the associated beater and finishing areas. These buildings are largely devoid of equipment and machinery and are essentially conventional shell structures constructed around or to house equipment. Above ground they typically comprise framed walls, timber or steel truss supported roofs and concrete floors. Beneath ground are machine pits and basement areas some containing purpose built stock chests. The degree to which function, in the absence of equipment, can be read into fabric is limited albeit that with there are clearly some internal design features which directly reflect process.

Along LaTrobe Terrace and extending into the northern half of the site are the largely post war buildings of the 1950s and early 1960s. In design and presentation, these reflect the abstemiousness of the company at this time with a number simply being left without their intended finished skin. As with the earlier structures they are in large part utilitarian in nature, accommodating the desired function, but little more. Unlike the first phase of buildings designed by Arthur and Hugh Peck, they have few architectural pretension and externally convey little about the process or operation of the place.



Figure 16 Recent aerial photograph of the site.
Source: Peter J Ramsay & Associates, *Detailed Site Investigation*, February 2011, Figure 2

The northern edge of the site is occupied by the F6 paper machine building and waste paper facility. Constructed in 1967 these are the largest buildings on site and mark the site on

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Heidelberg Road. As was the interest at the time their design moves beyond the traditional utilitarian factory form of the pre-War period and presents the mill as part of modern industry; the future of manufacturing in the state. Notwithstanding such aspirations, as portrayed in their external presentation the buildings, as with the other machine buildings, are essentially shells built around the last of the paper making machines.

To the east of Latrobe Avenue, and outside the land included in the heritage overlay, is the former residential subdivision (Figure 16). This land is now almost fully cleared of building other than for some minor plant buildings and clarifiers at the southern end, and one house. This eastern portion of land is referred to as 'Parcel 2' on the certificate of title for the property whilst the remaining eastern land containing the mill buildings is known as 'Parcel 1'. Parcel 2 also contains the main waste paper plant building on Heidelberg Road.

3.0 Site development and its context

The location and expansion of the paper making operations at Fairfield is one which was influenced by a number of factors but critically a guaranteed source of water, good transport links and sufficient land to ensure that expansion did not interrupt production.

3.1 Water and Rail Dependency

When AP & P chose the Fairfield site in 1920 to construct a new paper mill, the direct proximity of the Yarra River was seen as one of its key advantages. With the security of water rights from the Yarra River, and ready supply of timber pulp from the Maryvale mill, the Fairfield Mill was well-positioned to supply paper-based products to the growing market in metropolitan Melbourne and beyond. From its outset the Fairfield mill was essentially a finishing plant with the 'timber-to-pulp' process occurring at Maryvale. In this way the Fairfield paper mill was not reliant on its location for the raw material (timber pulp), but was heavily reliant on a consistent and readily available water supply to enable the multi-stage process of refining the pulp and reducing its variability prior to being machine pressed to form paper (Figure 17).

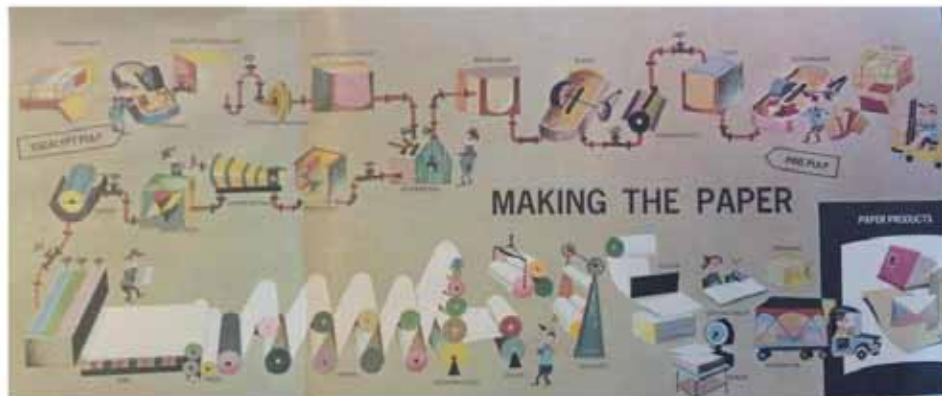


Figure 17 Paper-making process illustrated in an APM promotional brochure.
Source: Australian Paper Manufacturers collection, University of Melbourne archives.

As noted, early production activities were focussed on the southern part of the site, closest to the river's edge. While no discernible 1920s pump, clarifiers or basins are apparent (the existing water-processing infrastructure in the south is dated from the 1950s onwards) the southern part of the site still contains the early boiler house, F1 Paper machine and stock

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preparation rooms. The construction of these in the southern part of the site was primarily to avail of the water source both as a coolant for the machines, and in the pulp treatment process (Figure 18). The preparation and processing of the product (and progressive extraction of moisture from the pulp) occurred through the north-south orientated machine to the finishing rooms in the north. In the years following, the construction of additional paper machines F2 and F3 directly east of F1 machine, further took advantage of the riverside location.



Figure 18 River intake pre-1950s Pump House
Source: *Contamination Plan*, GHD, 2003, Appendix C



Figure 19 Coal Tippler construction 1952
Source: Source: *Contamination Plan*, GHD, 2003, Appendix C

The early years of the Fairfield Mill were similarly dependant on rail in order to provide the raw pulp from its Maryvale timber processing plant. The site's location immediately south of the main east-west line (current Hurstbridge line) provided the opportunity to link from Maryvale (eastern Victoria) to the southern part of the site via an existing spur line which ran alongside the western edge (current Chandler Highway). Railway sidings linking to this connector line entered the site in the north-western corner and ran within the western boundary of the site running north-south. Rail trucks initially provided bagged coal to the original boiler station and then bulk coal, via the coal tippler, to the 1954 boiler house (Figure 19). In addition they provided raw pulp for processing into paper. The location of the 1950s coal-fired boiler house emphasised continued reliance on these railway sidings until the change to gas-fired power in the mid 1960s.³²

3.2 Success and site expansion

As noted in Section 3 above, expansion came quickly at Fairfield with a growing demand for paper-based products. While previously focussing solely on the production of cardboard and paperboard, the introduction of the Fourdrinier paper machine known as F2 machine in 1928 meant that the mill could also produce paper as well as card and paperboard for packaging. Setting the tone for future expansion on the site, the new F2 machine was simply placed adjacent to the east of F1 machine. Like F1, it was also north-south oriented with preparation to the south and finished product to the north. The F2 paper machine was also housed in a similarly rudimentary structure abutting the existing F1 machine building. This

³² Pers. Comm. to Lovell Chen P/L from Darren Georgeson, Manufacturing Manager, Fairfield

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was followed in the 1930s by F3 paper machine and in the 1950s by F5 paperboard machine (later to become the FRC recycling plant), all of which followed a similar pattern of expansion. This approach was assisted by the spaciousness of the site, which itself expanded in the mid-1970s with the acquisition of the residential subdivision east of Latrobe Avenue.

The driver of this pattern of expansion appears to have been related to production of new products (cardboard, paperboard and paper) requiring new machines. This diversification necessitated the concurrent operation of machines and restricted the reuse of buildings. For example, the F1 machine continued operation up until the 1970s before which, for a short time, all five machines were operational (F6 machine having been constructed in 1967). The F2 machine ceased operations in the 1990s while F3 machine ceased operations in the 1980's³³. There appears to have been little pressure to reuse buildings once plant had been removed, as evidenced by the retention of F1, F2 and F3 machine buildings to the present day despite being disused since the late-twentieth century. The only apparent exception to this expansion pattern appears to have been with the F5 machine building, which was reused for the FRC recycling plant in the early 1990s.

3.3 Changes in Transportation and Power

The final phase of development at the northern end of the site was one which was influenced by and impacted on existing methods of transport and power production. Dependency on coal came to an end with the introduction of cleaner gas fired boilers in the 1960s. This event, coupled with the design of the F6 paper machine to receive delivery of waste paper and pulp by road transport lead to the cessation of the rail operations as previously pivotal to the operation of the site. With the new pump house, gas fired boilers and road transport the focus of operations shifted to the north, leaving much of the older southern complex for use as storage.

4.0 Analysis and Assessment

The analysis and assessment of significance of the Fairfield site can be considered in the context of the development of related sites in the area and the degree to which these have been identified for local or higher heritage value. As a purpose built paper manufacturing facility it is evident that there are no direct comparisons and the focus of the assessment is on like places as related to history, scale and form.

4.1 Local factory comparisons

While manufacturing in the early colony was initially concentrated in the city, a small number of factories were established in the inner suburbs from the late 1830s and early 1840s. By the 1860s, land along the Yarra River, which was prone to flooding and unsuitable for residences, came to be occupied by small-scale noxious industries, such as fellmongers, woollscourers and tanneries.³⁴ These industries used the river for washing and for the dumping of waste. Brewing also had become an important local industry by 1860, with nine of the sixteen independent breweries situated in what is now the City of Yarra by this time.³⁵ Large brewery buildings were constructed for the Yorkshire Breweries, Collingwood (1870s), Fosters, Abbotsford (1888), and Victoria Brewery, East Melbourne (1884-1940s).³⁶

³³ Pers Comm to Lovell Chen P/L from Darren Georgeson, Manufacturing Manager, Fairfield

³⁴ Allom Lovell & Associates, *City of Yarra Heritage Review: Thematic History, 1998*, p. 35

³⁵ Allom Lovell & Associates, *City of Yarra Heritage Review: Thematic History, 1998*, p. 37

³⁶ Allom Lovell & Associates, *City of Yarra Heritage Review: Thematic History, 1998*, pp. 40-42

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Flour mills, boot makers, coach and carriage makers operations were also numerous within the City of Yarra. Many of these began as small-scale operations, expanding as business grew from one building to larger complexes in the latter part of the nineteenth century.³⁷ The MacRobertson confectionary works, established in 1880, were expanded in the 1890s and occupied an entire block of Fitzroy, changing the character of the previously residential area.³⁸

Larger industrial complexes were built in Richmond and Cremorne the early part of the twentieth century, including the Rosella Factory in 1905, Bryant & May (1909) and the Wertheim Piano Factory (1909).³⁹ These larger factory complexes often provided improved working conditions for their workers, and were of a 'fine' and 'modern' appearance, with the buildings themselves providing a public advertisement for the company.

The former Bryant & May complex, Church Street, was designed by architect William Pitt, and constructed by Clements Langford in 1909, with additions in 1910 and 1917 (Figure 20). The new factory was built as a result of the merger of with another match manufacturer and to accommodate new manufacturing processes and an expected increase in production. It was run as a 'model factory', with a variety of amenities for its workers.⁴⁰ The site is included in the Victorian Heritage Register as H0626.



Figure 20 Former Bryant & May Industrial Complex, Church Street, Cremorne.
Source: Heritage Victoria, Victorian Heritage Database.

³⁷ Allom Lovell & Associates, *City of Yarra Heritage Review: Thematic History, 1998*, p. 42.

³⁸ Allom Lovell & Associates, *City of Yarra Heritage Review: Thematic History, 1998*, p. 43.

³⁹ Allom Lovell & Associates, *City of Yarra Heritage Review: Thematic History, 1998*, p. 44.

⁴⁰ 'Former Bryant & May Industrial Complex - H0626', Victorian Heritage Register Statement of Significance, Victorian Heritage Database, <http://vhd.heritage.vic.gov.au>, accessed 14 December 2012.

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The Rosella Preserving Company complex was constructed on the site of the former Cremorne Gardens, Cremorne in 1905 (Figure 21). The complex, touted as the 'probably the largest factory of its kind in the Commonwealth', was designed by J.E. Burke and constructed by Clements Langford. The complex was extended in the 1920s and 1930s, and has since its closure been redeveloped for mixed use. It is included within the heritage overlay of the City of Yarra Planning Scheme.⁴¹



Figure 21 Part of the former Rosella Preserving Company complex, Balmain Street, Richmond.

Other City of Yarra industrial sites include the former Barrett Brothers Maltings on the Yarra near Hoddle Street, the Australasian Knitting Mills at Richmond Station, the Denton Hat Mills in Abbotsford, the Foy & Gibson complex and the various clothing manufacturer's establishments on Trenerry Crescent. These sites no longer operate with their original use and have largely been adapted for reuse.

By the twentieth century, with inner suburbs well-established and largely occupied, more substantial factory operations were forced to move further from the city, where land was available to establish larger premises. In the interwar period, Fairfield and Alphington attracted industry to land along Heidelberg Road near the Yarra, and other such businesses on the south side of Heidelberg Road in Fairfield included timber merchants and tar paving works.⁴²

⁴¹ 'Rosella Factory Complex Precinct - H0349', Precinct Statement of Significance, Yarra City, Victorian Heritage Database, <http://vhd.heritage.vic.gov.au>, accessed 14 December 2012.

⁴² Sands and McDougall Melbourne and suburban directory, 1920-1935.

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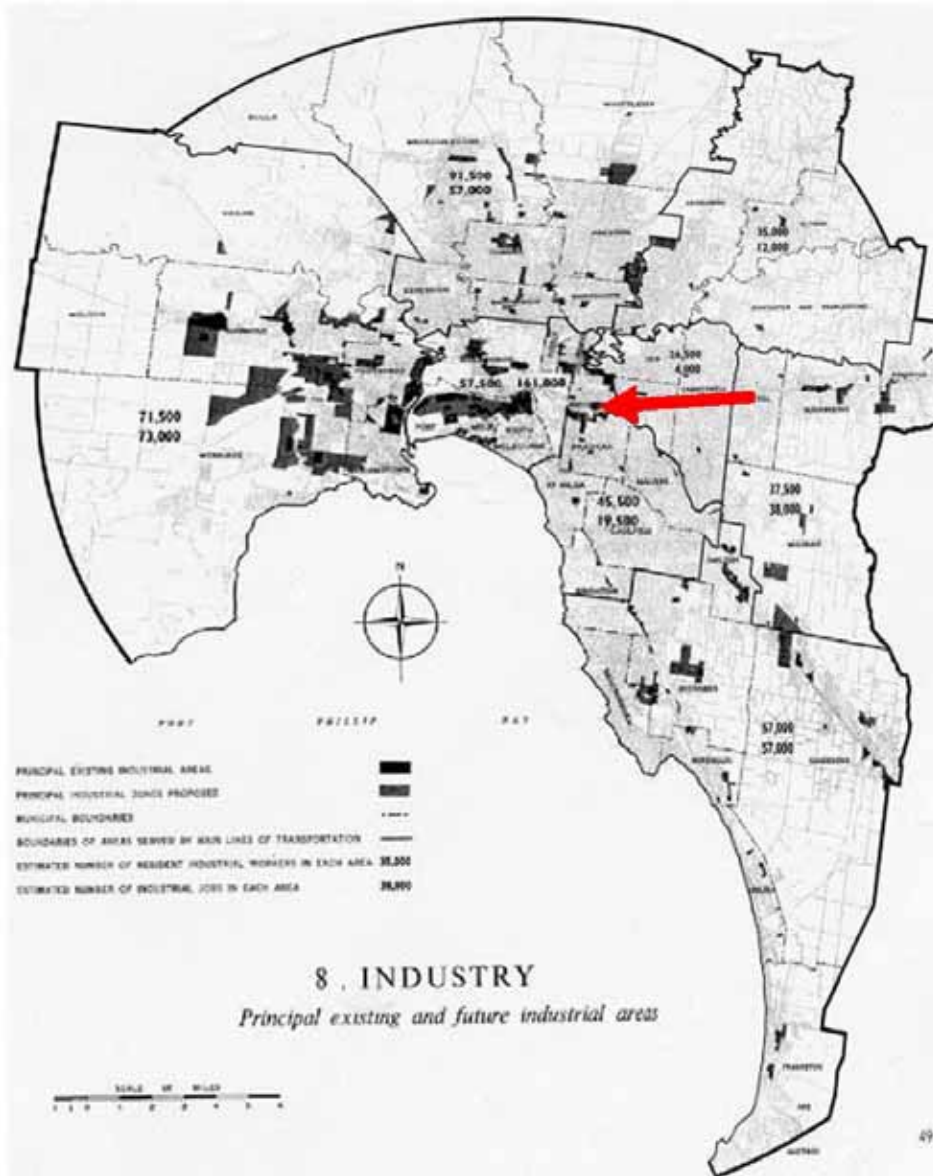


Figure 22 1954 map of metropolitan Melbourne showing principal industrial growth corridors.
Source: Melbourne Metropolitan Planning Scheme 1954.

The first decade of the twentieth century saw a recovery in industrial growth in the private sector, partly influenced by tariff protection on imports, meaning many industries operated free of overseas competition.⁴³ From the 1920s, a local industry campaign to 'Buy Australian' saw the expansion of existing manufacturers and establishment of new industries.

⁴³ Gary Vines, *Western Region Industrial Heritage Study*, p. 36.

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The sawtooth roof single storey form became the most prominent factory building type, reflecting the changes in industrial processes, which required large areas of open and flexible space for movement of materials during production.⁴⁴ In the post-war period, the Victorian and Federal governments encouraged decentralisation of the manufacturing industry, and the establishment of investment and new plants in the outer ring of suburbs.⁴⁵ Over twenty firms moved to the Greater Dandenong area, attracted by the availability of cheap land, road and rail links to Melbourne.⁴⁶ Large tracts of land were available in suburbs including Dandenong, Bayswater, Clayton, Broadmeadows and Sunshine, which also offered expanding residential areas for local labour.⁴⁷

A Melbourne and Metropolitan Board of Works plan showing the principal industrial areas of the city (Figure 22, above) illustrates the development of factory sites in Melbourne from being located in the inner suburbs and along the Yarra River, to large industrial areas in the outer west and east, situated on main transport routes. The plan also indicates an industrial pocket along the Yarra in the Northcote/Heidelberg area (indicated), the location of the subject site.

4.2 Paper manufacturing

The only other Australian Paper Manufacturers mill complex in Victoria is located at Broadford (Figure 23). The mill was established in 1890 by James McDougall, the director of printers and publishers Sands & McDougall, and one of the founding partners of Australian Paper Mills Company when it formed in 1895. The mill was closed by Australian Paper Manufacturers for a brief period from 1938, when the company closed a number of mills to concentrate its operations at the Fairfield and Botany complexes. However, it reopened in early 1939, and was operated by APM and Amcor at least until the mid-1980s.⁴⁸ In the 1940s, the mill produced strawboard, rather than paper products as such, which were 'used mainly in the stationery and box manufacturing trade'.⁴⁹ The mill is currently operated by National Paper Industries. The former straw boiler has been relocated to the Broadford Historical Park, and which is included on the heritage overlay of the Mitchell Shire Planning Scheme under HO11. The paper mill is not currently included in the heritage overlay.

Spicers Paper Mills, a second manufacturer, was established in the late nineteenth century, and moved to new premises in Coburg in the 1920s. The factory complex was designed Carleton, Carleton & Oakley (Figure 24). The company produced finished products including stationery, envelopes and writing pads rather than paper stock. It is included within the heritage overlay of the Moreland City Planning Scheme as HO117. The complex retains a two and three storey office and two storey processing building (Figure 25).⁵⁰

44 Gary Vines, *Western Region Industrial Heritage Study*, p. 40.

45 Allom Lovell & Associates, *Former GMH Factory – Draft*, p. 3.

46 Allom Lovell & Associates, *Former GMH Factory – Draft*, p. 3.

47 Allom Lovell & Associates, *Former GMH Factory – Draft*, pp. 3-4.

48 *Kilmore Free Press*, 23 March 1939, p. 3, and 'Pulp, Paper and Paperboard Industry', Australian Government Publishing Service, Canberra 1986, p.10.

49 Australian Paper Manufacturers, Annual Report 1949.

50 Spicers Paper Mills, Moreland City Council citation, Victorian Heritage Database, <http://vhd.heritage.vic.gov.au>, accessed 14 December 2012.

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Figure 23 Aerial image of Broadford mill complex, 2010. Original mill buildings indicated. Source: Nearmap.



Figure 24 Recent aerial of the former Spicers Paper Mills complex, Coburg. Source: Nearmap.

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Figure 25 Office building, Former Spicers Paper Mills complex, Coburg.
Source: Google Maps.



Figure 26 Barwon Paper Mills Complex, Fyansford.

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The only substantially surviving nineteenth paper mill is that located on the Barwon River at Fyansford (Figure 26). The mill operated from the 1870s until 1923 and retains a number of buildings dating from the 1870s including the original bluestone mill buildings, manager's house and six workers' cottages, and demonstrates the paper manufacturing processes of the nineteenth century. It is included on the Victorian Heritage Register (H0743).

4.3 Twentieth Century Manufacturing Plants

The design of factory buildings evolved in the twentieth century as manufacturing processes and building technology developed, particularly with the introduction of the production line. Buildings and floor space were required to be flexible, allowing for the movement of material through the production process and for the introduction of new machinery [Gary Vines]. The availability of large tracts of land in the outer suburbs also allowed for expansion of these factory complexes.

Factory complexes which are illustrative of the introduction of production lines are car assembly plants, such as the General Motors Holden (GMH) complex in Doveton, constructed in 1956. The buildings at the new GMH site were designed by Stephenson and Turner, and utilised reinforced concrete and aluminium-framed curtain walls (City of Greater Dandenong Heritage Study, 2003 Exhibition Copy). Likewise, canned food manufacturer Heinz, established a large factory in Doveton in the mid-1950s, due to the available land and good transport routes of the area.



Figure 27 Administration building at Kodak, Coburg, 1964.
Source: Wolfgang Sievers Collection, National Library of Australia.

The complex, designed by Hassell and McConnell, featured curved roofs and glass curtain walls, and was described by a contemporary writer as 'one of the few industrial projects in Australia that could be classed as top flight architecture'. (City of Greater Dandenong Heritage Study, 2003 Exhibition Copy, p. 277). Each section was defined by different roof forms and slight variations in material and fenestration, and was designed for specific purposes including kitchen and filling plant, sterilising, labelling and packaging. The Boiler

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House (1953-5) on this site, with its split-level roof and tall steel chimneys, were described by a contemporary as having an 'honest use of material sensitively handled to give exciting effects'.⁵¹ The Kodak Factory, Coburg (Harry Norris, c.1957, now demolished), similarly pursued the modern factory ideal (Figure 27).⁵²

The Boiler House at Fairfield is contemporaneous with the above sites and in its design approach clearly reflects the aspiration to move well away from the image of industry of the past. Included in the publication *Guide to Victorian Architecture*, produced by the Royal Victorian Institute of Architects for the Olympic Games, it epitomises the aspirations of contemporary industrial complexes of the immediate post-war period. More than a decade later the last of the paper machine buildings F6, located on Heidelberg Road, continues the interest in the architecturally crafted factory complex, but in a less creative manner.

4.4 Conclusion

The Amcor factory at Fairfield is one of a number of industrial sites within the City of Yarra which reflect the growth and development of manufacturing in the local area. As with some others it is strategically located in proximity to water and means of transport. It contains evidence of the various phases of development over the twentieth century and in its surviving fabric is demonstrative of both purpose built and more generic structures associated with the paper making process.

In the pattern of development it is not a site which appears to have had a predetermined plan but rather one which has been of sufficient size to enable expansion on an as and when required basis. In this process buildings have largely been of a utilitarian character with limited presentational architecture, other than that which occurred on the earliest buildings by Arthur and Hugh Peck and the most recent by Mussen, Mackay and Potter. In the former case little remains to evidence the work and in the latter it is evidenced in the 1954 boiler station and the F6 paper machine building.

With regard to recognition of industrial sites for local heritage significance it is evident that many are included in the Schedule to the Heritage Overlay in the Yarra Planning Scheme and a number are included on the Victorian Heritage Register. Of those which are recognised locally, the majority are considerably smaller complexes of one or a few buildings and most if not all have strong streetscape presence. As demonstrating the industrial or manufacturing process for which they were constructed, there is considerable variability with many presenting as undemonstrative other than by way of awareness of the name with which they are associated.

Of the complexes of related scale these include the - in all cases former - Rosella complex in Balmain, Australian Knitting Mills complex in Stewart Street Richmond, Foy and Gibson complex in Collingwood, Pelaco Factory on Richmond Hill, Yorkshire Brewery, Bryant and May factory in Church Street, Barrett Burston maltings in Cremorne and on the Yarra and the Wertheim Piano Factory (formerly GTV9). Beyond scale, however, the Fairfield complex differs significantly in the largely rudimentary quality of the built form, the relative isolation and obscurity and, with the exception of the 1954 boiler house and F6 plant building on Heidelberg Road, any landmark presence. Further, while containing some evidence of process this evidence is fragmentary and less clear than in some other places.

⁵¹ Greater Dandenong Heritage Study Heritage Places, Exhibition -2003, p. 279.

⁵² Bryce Raworth, *Kodak (Australasia) Pty Ltd, 173-199 Elizabeth Street, Coburg, Heritage Report, 2005*, p. 6.

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In considering the cultural heritage significance of the site and individual buildings and structures, the relevant criteria, as set out in the VPP Practice Note No. 1, are as follows:⁵³

What are recognised heritage criteria?

The following recognised heritage criteria shall be used for the assessment of the heritage values of the heritage place. These model criteria have been broadly adopted by heritage jurisdictions across Australia and should be used for all new heritage assessment work.

Criterion A: Importance to the course or pattern of our cultural or natural history (historical significance).

Criterion B: Possession of uncommon rare or endangered aspects of our cultural or natural history (rarity).

Criterion C: Potential to yield information that will contribute to an understanding of our cultural or natural history (research potential).

Criterion D: Importance in demonstrating the principal characteristics of a class of cultural or natural places or environments (representativeness).

Criterion E: Importance in exhibiting particular aesthetic characteristics (aesthetic significance).

Criterion F: Importance in demonstrating a high degree of creative or technical achievement at a particular period (technical significance).

Criterion G: Strong or special association with a particular community or cultural group for social, cultural or spiritual reasons. This includes the significance of a place to Indigenous peoples as part of their continuing and developing cultural traditions (social significance).

Criterion H: Special association with the life or works of a person, or group of persons, of importance in our history (associative significance).

The conclusion that can be drawn from this analysis and assessment is that the Fairfield site is one of local historical interest (Criterion A) as related to development and employment in the area and also in the manner in which it informs an understanding of the paper manufacturing process and its needs in the twentieth century. It is of less interest in its physical form and as related to individual buildings with the exception of the 1954 boiler house (Criterion E/Criterion F). The Boiler House in particular reflects a changing attitude to design for industry at the time and the new aspirations of industrial companies in the post-war era.

The remaining buildings, while evidencing the evolving manufacturing process are of less interest and lack the qualities and characteristics which might elevate them individually in a local heritage context. Of this group the F6 building on Heidelberg Road, with its monumental facade is the more prominent, but other than for its scale and a level of architectural pretension, is limited in its ability to inform about the activity on the site or the manner in which it engaged with the local area by way of use of Yarra River water and the early rail system. As recognised in past assessments the 1954 Boiler House remains a building of particular heritage significance.

⁵³ Victorian Planning Provisions, *Practice Note 1: Applying the Heritage Overlay*, revised September 2012.

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5.0 Heritage controls and planning considerations

5.1 Heritage Overlay

The site is included as HO70 in the schedule to the Heritage Overlay at Clause 43.01 of the Yarra Planning Scheme (Figure 28). A planning permit is thereby required to carry out buildings and works (including demolition) on all areas within the overlay. The cleared area (Parcel 1) to the east of Latrobe Avenue is not included within HO70 although part of the Amcor site.

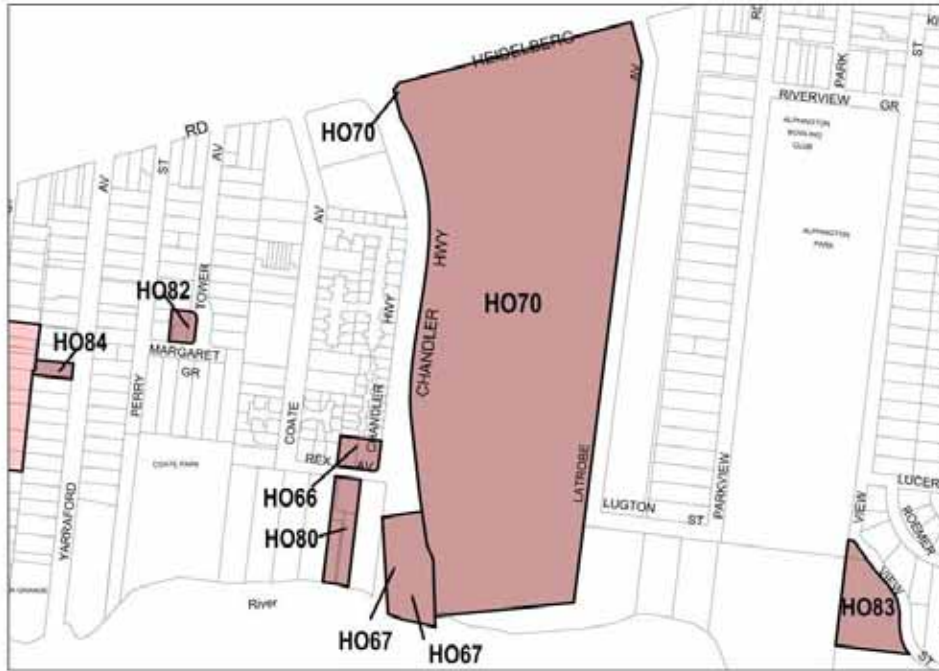


Figure 28 Detail of the Heritage Overlay plan showing the extent of the Heritage Overlay over the subject site (HO70). Note HO70 not east of Latrobe Avenue. Source: Yarra Planning Scheme.

While the whole paper mill is covered in the heritage overlay, the relevant heritage citation for the site in *The City of Yarra Heritage Review, Volume 2* (1998) refers only to the 'APM Boiler House', designed by Mussen, McKay and Potter in 1954 (Appendix C). It provides a statement of significance for the Boiler House building and identifies it as a 'B grade structure'. B grade structures are defined by this review as follows:

Grade B places are those that are integral to the cultural significance of the City of Yarra as a whole, through their architectural integrity and/or their historical associations. These structures form a framework of substantially intact buildings, with sound architectural characteristics which demonstrate and underlay the historic nature of the area. Generally they are places that, while essential to the heritage value of the City's building stock and its streetscapes, would not warrant an individual listing on the Victorian Heritage Register, however listing on the Register of the National Estate should be considered.

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Grade B structures have been recommended for individual Heritage Overlay controls in the Planning Scheme. The demolition of these buildings would adversely impact upon the cultural heritage of Yarra as demonstrated by its built environment and historic urban fabric.⁵⁴

This 1998 citation also provides a statement of significance for the Boiler House as follows:

The APM Boiler House is of state technological and architectural significance. The building employs one of the earliest known examples of curtain walling in Melbourne, and is distinguished by the extent of the curtain walling, which is equivalent in height to a four or five storey building.⁵⁵

Subsequent to this, the *City of Yarra Review of Heritage Overlay Areas 2007*, Appendix 8, prepared by Graeme Butler and Associates, (and revised March 2011) graded the 'APM Boiler House' as being 'individually significant'.⁵⁶ As with the 1998 review, this review did not identify any other buildings on the subject site.

Gradings of significance are defined in the Yarra Planning Scheme as follows:

Individually significant: The place is a heritage place in its own right. Within a Heritage Overlay applying to an area each individually significant place is also Contributory.

Contributory: The place is a contributory element within a larger heritage place. A contributory element could include a building, building groups and works, as well as building or landscape parts such as chimneys, verandahs, wall openings, rooflines and paving.

Not contributory: The place is not individually significant and not contributory within the heritage place.⁵⁷

5.2 Incorporated Plan Overlay

In addition to the heritage overlay the site is also included in Schedule 1 of the Incorporated Plan Overlay at Clause 43.03 of the Yarra Planning Scheme. This requires that a permit must not be granted to use or subdivide land, construct a building or construct or carry out works (including demolition) until an incorporated plan has been incorporated into this scheme. It is also noted that Schedule 1 of this provision requires that any new development as set out in any incorporated plan should 'retain some links to the site's industrial past' and further that the plan must include, 'An assessment of the cultural heritage significance of the site and the identification of any sites of significance'.

A recent amendment (C161) to the Yarra Planning Scheme changes the Schedules to Clauses 52.03 and 81.01 to incorporate the site specific control "Amcor Alphington Paper Mill Site Preparation – Incorporated Document, September 2012" which allows, without a permit, the demolition of elements of two buildings at the Site – the Fairfield Recycling Centre (Building 1) and the F6 paper machine building (Building 2) - to enable the removal of plant and equipment, remediation of any exposed hazardous materials and works (such as tree removal and those associated with temporary road closure) which are incidental to these activities. It also enables building work to secure the structural integrity of the buildings

⁵⁴ Allom Lovell and Associates, *The City of Yarra Heritage Review, Volume 2*, 1998, p. 3

⁵⁵ Allom Lovell and Associates, *The City of Yarra Heritage Review, Volume 2*, 1998, p. 159

⁵⁶ Graeme Butler and Associates, *City of Yarra Review of Heritage Overlay Areas 2007* Appendix 8, revised March 2011

⁵⁷ Yarra Planning Scheme, Clause 22.02, p1

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after they are partially demolished.⁵⁸

5.3 Design and Development Overlay

The southern part of the site is also included in Schedule 1 to the Design and Development Overlay (DDO1) at Clause 43.02 of the Yarra Planning Scheme. It requires a planning permit for buildings and works (including demolition), and requires new works to have regard to the natural characteristics of river corridor including placing a height and setback limits specific to the 'current and ex-industrial river edge'.

5.4 Environmental Significance Overlay

The southern part of the site is also included in Schedule 1 to the Environmental Significance Overlay (ESO1) at Clause 42.01 of the Yarra Planning Scheme. It requires a planning permit for buildings and works (including demolition), and requires new works to have regard to the water quality of watercourse of the River Yarra.

5.5 Land Subject to Inundation Overlay

The extreme southern part of the site is also included in Schedule 1 to the Land Subject to Inundation Overlay at Clause 44.04 of the Yarra Planning Scheme. It requires a planning permit for specifically listed buildings and works, and requires new works to have regard to the potential for inundation at this point of the River Yarra corridor.

5.6 Environmental Audit Overlay

The whole of the site (excluding parts of the former residential subdivision east of Latrobe Avenue) is included in the Environmental Audit Overlay at Clause 45.03 of the Yarra Planning Scheme. This requires that an environmental audit be carried out prior to any 'sensitive uses' (eg residential use) being constructed on the area covered.

5.7 Aboriginal archaeology

It is understood that Amcor have engaged a consultant to investigate requirements the *Aboriginal Heritage Act 2006* for a Cultural Heritage Management Plan, given the proximity of buildings and structures to the River Yarra corridor, and the possibility of remnant archaeological evidence in southern areas.

6.0 Redevelopment Implications

The conclusion of this analysis and assessment is that the site as a whole is of local historical interest and that the 1954 Boiler House is of individual heritage significance. Arising from this conclusion is the question of the manner in which the historical interest of the site can be represented, if not by retention of a building or buildings, and how to approach the boiler house in the context of future use and redevelopment. As impacting on consideration of these issues is the matter of contamination and hazardous materials.

6.1 Identified soil, groundwater and built fabric contamination

The subject site, having been used for almost 100 years for heavy industry, has been subject to contamination. Decision-making around the retention, reuse and/or removal of the built form (including identified heritage elements) may be impacted by the practicalities of remediating or containing this contamination, and the viability of pursuing any of these options.

Three separate environmental investigations and an asbestos audit have been carried for the whole of the site in the past decade. The most recent of the environmental investigations

⁵⁸ Minister for Planning, Explanatory Report for Amendment C161, October 2012

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was carried out by Peter J Ramsay & Associates who prepared the report entitled *Detailed Site Investigation*, dated February 2011 (Figure 21). This report references the two previous investigations and concludes the following in relation to soil testing of the subject site (reproduced sections are limited to those results considered relevant to the redevelopment of the site):

Elevated heavy metal, Benzo(a)pyrene [B(a)P], Polycyclic Aromatic Hydrocarbon (PAH) and Total Petroleum Hydrocarbon (TPH) concentrations were measured at a number of locations at the site above the criteria for residential land uses, parks, recreational open space and playing field use. In particular, 21 locations (hotspots) were identified with TPH, PAH or lead concentrations above the criteria for a high density residential land use.

Fourteen of the hotspots identified had TPH concentrations above the investigation criteria for a high density residential land use and a commercial/industrial land use. Of these, 13 were associated with targeted facilities, including four areas associated with surface spills or leakages from Underground Petroleum Storage Systems (UPSS), six associated with leakages from transformers, one from leakages from drains, one resulting from leakages from a waste water pit and one in the vicinity of a workshop.

Five of the hotspots identified had PAH concentrations above the investigation criteria for a high density residential land use and a commercial/industrial land use. The elevated PAH concentrations were associated with relatively localised areas of impacted fill and an interceptor pit.

Two of the hotspots identified had lead concentrations slightly above the criteria for a high density residential land use and a commercial/industrial land use. These were localised in extent.

In relation to the groundwater of the subject site, the following was identified (reproduced sections are limited to those results considered relevant to the redevelopment of the site):⁵⁹

Elevated cobalt, manganese and nickel concentrations above natural background levels were identified in wells GW13 and GW 14 located in the central-southern portion of the site. These are considered to be associated with leakages from process water drains located in the vicinity of well GW13. However, it is considered that these elevated concentrations are unlikely to impact on the Yarra River. In addition, the beneficial uses of the groundwater for agriculture, parks and gardens, stock watering and industrial water use, that could potential be precluded, are not relevant at the site.

Low level TCE (Trichloroethene) and TPH impacts were also identified in the groundwater and are likely to be historically sourced from the site. TCE was measured in five groundwater wells located near the western boundary of the site. The TPH's were measured in groundwater monitoring wells GW9, GW13 and GW18. Monitoring wells GW9 and GW13 were installed in perched groundwater in the vicinity of a wastewater opit and process water drains respectively. Monitoring well

⁵⁹ Peter J Ramsay & Associates, *Detailed Site Investigation*, February 2011, pps128-131

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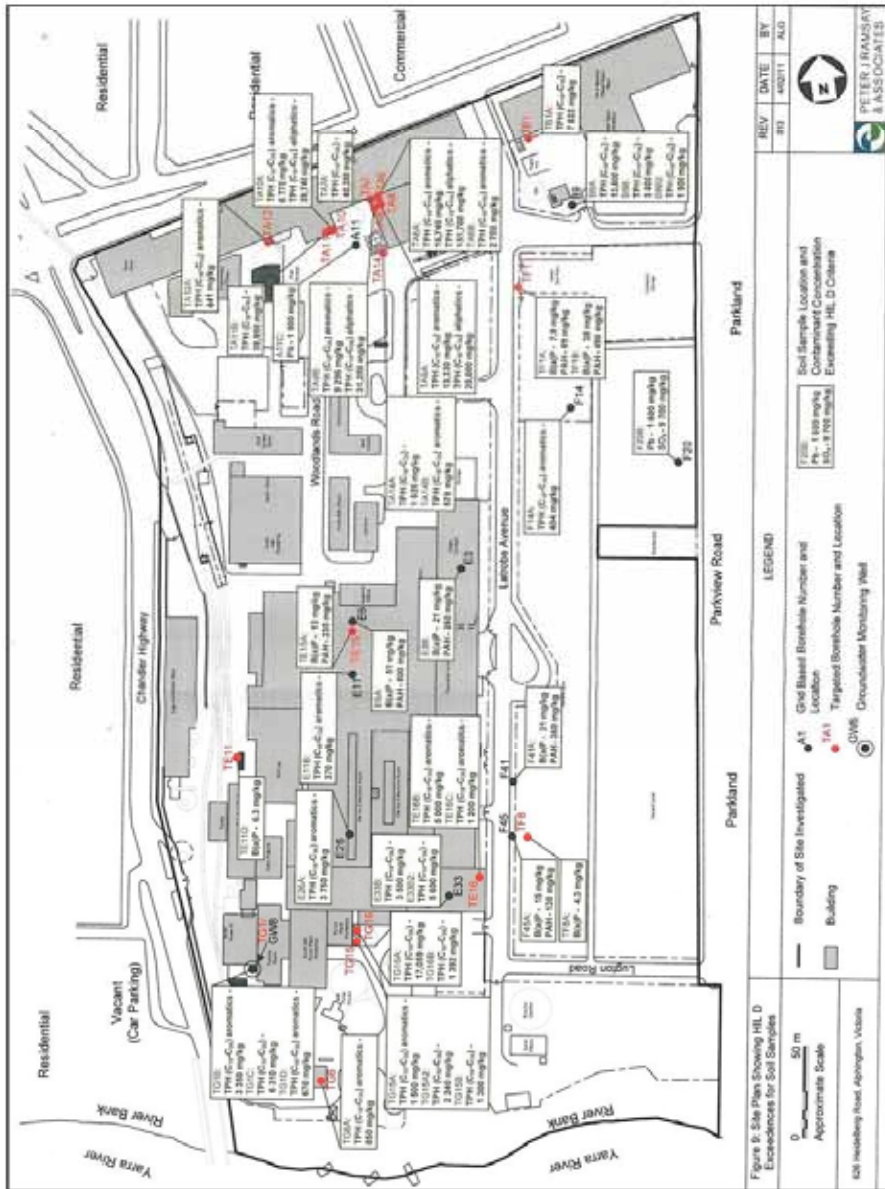


Figure 29 Site Plan showing soil sample contaminant sites (areas shown boxed)
 Source: Peter J Ramsay & Associates, Detailed Site Investigation, February 2011.

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GW18 was installed within No.6 Machine room. However, the TCE and TPHs are present in very low concentrations and would not impact on the protected beneficial uses of the groundwater and therefore the groundwater is not polluted by these contaminants.

Outcome of the Assessment

Based on the results of the Detailed Site Inspection, remediation of the site is necessary for it to be made suitable for the proposed mixed use medium and high density residential and commercial land use. This includes remediation of the 21 hotspots of soil contamination including the UPSS's, the odorous soil in these areas and significant qualities of inert waste.⁶⁰

Appended to this report is another report previously carried out by Bureau Veritas HSE P/L, entitled *Asbestos Audit Review, Amcor Fibre Packaging, Fairfield Mill*, and dated December 2007. This report details the results of testing for asbestos on site, as well as an assessment of risk associated with the results.

The relevant parts of this report⁶¹ are summarised below:

Building/ Structure	Asbestos contained (and location)
F6	Yes (all ceilings and isolated areas throughout)
Finishing Room	Yes (north wall offices and isolated areas throughout)
Stock preparation/ beater room (south of F2 & 3)	Yes (in parts of the roof structure and isolated areas throughout)
F3 Machine Room	Yes (all walling of the superstructure, ceiling, roof and isolated areas throughout)
F2 Machine Room	Yes (ceiling, south wall and isolated areas throughout)
F1 Machine Room	Yes (South upper wall/ gables, west wall south end and isolated areas throughout)
Coal Tippler	Yes (roof)
1950s Boiler House	Yes (all external glazing panels, and isolated areas throughout)

As related to the issues of retention of built fabric on the site the conclusion which can be drawn from these reports is that the major impact of works associated with remediation and/or removal of hazardous materials will be those which require removal of asbestos. In particular these relate to the roofing and the 1954 Boiler Station.

⁶⁰ Peter J Ramsay & Associates, *Detailed Site Investigation*, February 2011, pps128-131

⁶¹ Bureau Veritas HSE P/L, entitled *Asbestos Audit Review, Amcor Fibre Packaging, Fairfield Mill*, and dated December 2007

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7.0 Conclusion and Recommendations

Recognising the requirement to 'retain some links to the site's industrial past' in Schedule 1 of the Incorporated Plan overlay and this assessment of heritage issues, the following conclusions are drawn and recommended course of action proposed.

The Amcor site as a whole, while one of local historical interest, does not warrant inclusion in the Schedule to the Heritage Overlay in the Yarra Planning Scheme. As confirmed by this assessment the site contains one building of individual heritage significance, the 1954 Boiler Station, as related to its design, form and local prominence and as related to referencing the long term occupation by Amcor. The remaining structures on the site are considered to be of little or no heritage significance. Typically these buildings either; do not contain fabric that demonstrates the paper manufacturing process; are modified from their original condition, or are relatively late in their construction so as not to be of heritage interest. In the context of the Yarra Planning Scheme grading of significance they are places which could be considered to be 'non contributory'.

Having regard to the historical significance of the site as related to Amcor and paper making it is recommended that in any redevelopment reference be made to the site history and operation. In addition to active interpretation by way of descriptive information (signage, brochures and the like) it is recommended that the activities and operation of the site be reflected in future master planning. Aspects which warrant recognition include the use of Yarra River water, the servicing of the site by rail, the generation of power and the early pattern of subdivision and street naming.

In relation to the 1954 Boiler Station; this is a significantly challenging building in its ability to be retained and reused. The boiler station in particular requires removal of asbestos both from the curtain wall, as contained in glazing seals, and from the equipment and services internally. The process of removal will in effect require disassembly of the curtain wall and potentially removal to enable equipment removal. As such the ability to retain the building in part or full may or may not be possible.

Having regard to the above it is recommended that the following actions occur prior to demolition works occurring:

- archival photographic recording of the site for lodgement with Yarra City Council and the State Library of Victoria following the current Heritage Victoria Guidelines;
- development of an interpretation strategy to be approved by the responsible authority and incorporated into the Master Plan.

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Appendix A – Memorandum regarding 626 Heidelberg Road, Alphington, 13 September 2012

LOVELL CHEN

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MEMORANDUM

TO	Ian Lewis	FROM	Peter Lovell/Trevor Keppel
<hr/>			
RE	626 Heidelberg Road, Alphington – Amcor Fairfield	DATE	13 September 2012

This revised memorandum summarises the findings of a preliminary assessment of the heritage issues associated with the proposed removal of paper making plant from the Amcor Fairfield site in Alphington. Sale and removal of the plant is proposed as a consequence of the proposed closure of the mill in October 2012.

In the process of preparing the assessment a site visit has been completed and an examination undertaken of the site history as contained in readily available documentary sources (refer attached bibliography).—The assessment has been made ahead of a more comprehensive appraisal of heritage issues impacting on the whole of the site, which is currently underway.

The works proposed to be undertaken on the site are to be completed in two stages. The first stage is an early works package to enable plant removal and the second stage a demolition package. The focus of this memorandum is on the early works.

The early works required to enable the removal of the plant involve the partial demolition of two buildings, Building F5 (FRC) and Building F6. The extent of the demolition will initially involve the removal of roof structures as required to enable of the removal of the plant within. In the case of the F5 (FRC) building it is estimated that most if not all of the roof sheeting and associated structure will be required to be removed, whilst approximately 10% of the roof structure is estimated to be required to be removed in the case of the F6 building. It is not intended to reinstate the roofs after removal of the plant.

The second and future stage of the works will involve the demolition of both buildings to be completed once the site is closed. In both cases, however, it is desired to complete these works prior to the finalisation of a development plan for the site.

Heritage considerations

The western part (Parcel 1) of the Amcor site at 626 Heidelberg Road, Alphington, is identified as HO70 in the Schedule to the Heritage Overlay of the Yarra Planning Scheme. Both buildings proposed for demolition are located on this land parcel. Whilst the full area of the paper mill is covered by HO70, the heritage citation in *The City of Yarra Heritage Review, 1998* refers only to the 'APM Boiler House', designed by Mussen, McKay and Potter in 1954. It identifies the Boiler House as a B grade structure. The statement of significance for the Boiler House notes:

The APM Boiler House is of state technological and architectural significance. The building employs one of the earliest known examples of curtain walling in Melbourne,

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LOVELL CHEN
ARCHITECTS & HERITAGE CONSULTANTS

and is distinguished by the extent of the curtain walling, which is equivalent in height to a four or five storey building¹

Description

The property is located on the southern side of Heidelberg Road near to the intersection of the Chandler Highway at Alphington. It is bounded to the south by the banks of the Yarra River; to the east by a suburban park known as Alphington Park; and to the west and north the Chandler Highway, and Heidelberg Road separates the mill from established residential areas.

Historically, Heidelberg Road led to the country estates of wealthy settlers east of Melbourne, and was a well travelled thoroughfare by early 1840s. The Heidelberg District Road Board was established in 1841. Development along the banks of the Yarra River was mainly given over to public institutions, with the Yarra Bend Lunatic Asylum established in 1848, and the Queens' Memorial Infectious Diseases Hospital opened in the early 1900s. By the early twentieth century, Fairfield and Alphington began to develop a number of timber related industries near the Yarra River, including the major Australian Paper Mills (APM) operation, which established an extensive factory on the subject site in 1918-19. The site was chosen by APM for its proximity to the railway to the north and the River Yarra adjoining to the south. Today the site is surrounded by urban development.

Since its establishment, APM (now Amcor) Fairfield has dramatically increased in size from a single machine operation in the 1920's covering a small portion of the site (see Figure 1 below), to a six machine complex encompassing the majority of the 11.5 hectares. With paper manufacturing being heavily water dependant, many of the earlier water processing operations were located to the south of the site closest to the Yarra River, including the boiler houses, clarifiers and tanks. The first of the paper making machines, numbers one to three, were located immediately to the north of these structures and whilst these machines have been long since decommissioned, the shell of their original housing remains today.

In the second half of the 20th century, much of success of the AMP Fairfield came from the introduction of production machines No. 5 and No. 6. in the 1940's through to the 1960's. The F5 machine was located to the east of No. 3 machine and began operations in 1952 following a protracted period of planning and construction of its housing.

The APM historical master files note in 1944 in reference to the planning towards the F5 machine's installation, that:

The housing of this machine has made it necessary to erect buildings of dimensions never thought of in years gone by. In addition to buildings for plant, new offices laboratories, canteen and tennis courts have been erected.²

¹ Allom Lovell and Associates, *The City of Yarra Heritage Review, 1998, p. 159.*

² Anon, *'History – Fairfield Mill APM Ltd'*, APM Historical Master Files, Sourced from Melbourne University Archives, 1944, p5.

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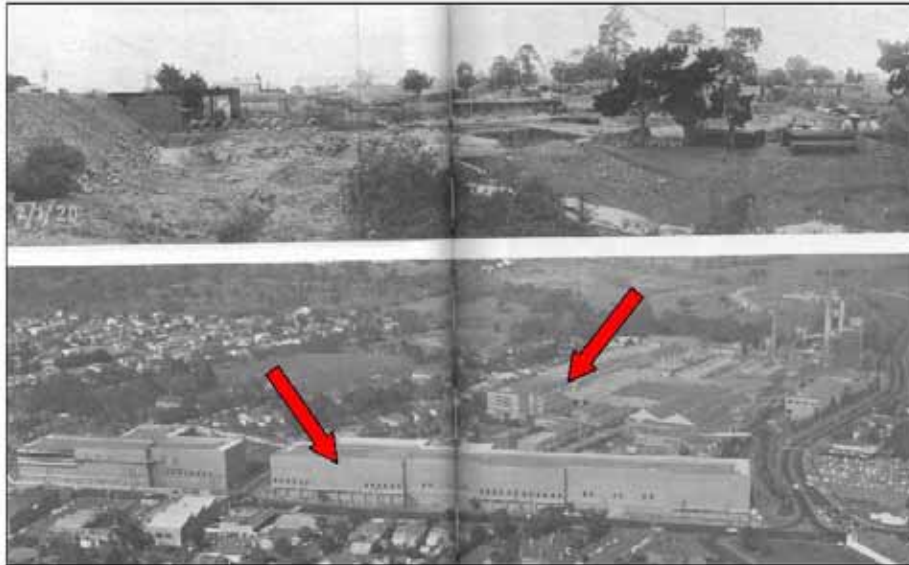


Figure 1 View of APM Fairfield Mill 1920 (above) and 1967 (below) showing the F6 building in the foreground and the FRC building in the background.
 Source: EK Sinclair, *The Spreading Tree: A History of APM and Amcor 1844-1989*

Comprising four separate buildings totalling over 200 metres in length, and approximately 25 metres in width and housing the various parts of the F5 paper machine, the scale of production increased significantly as a result of this addition. Coinciding with the increase in production as a result of the F5 machine, the Mussen, McKay and Potter designed Boiler House (referred to above) was constructed in 1954. This supplemented the previous boiler house which was deemed insufficient to power the operation.

In 1963 the F5 machine was decommissioned, by which time the larger and more efficient F6 paper machine had been operating for 15 years. The F5 buildings lay idle for a number of years before they were transformed into a 'de-inking' recycling plant in the mid 1990's. Incidentally the change in plant at this time also involved the temporary removal of its roof.

In 1967 the F6 machine began production. F6 was an even larger and more efficient machine than the F5 machine and was the largest paper production machine in Australia at the time. The maximum yearly output of F6 was twice that of the F5 machine, reaching a capacity level of 150,000 tonnes of paper per year. This increased productivity is reflected in the comparative size of the F6 building to the F5, being approximately 20m wider, and 15m taller.

The chosen location to the north of the site and alongside the full length of the Heidelberg Road frontage meant that the F6 machine was not only the primary producer in the complex, but also a local landmark that was a symbol of the success of the plant. Its presence was reinforced by the construction of a substantial waste paper plant, of similar scale and design,

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to the east of the Heidelberg Road entranceway. To this day, the F6 building houses the F6 paper machine, which is the sole remaining operational machine and continues to produce in the order of 130,000 tonnes of paper per year.

The earlier FRC building (F5) comprises linked massive shed-like structures constructed in the late 1940s and early 1950s (Figure 2 & Figure 3). The construction comprises a combination of exposed and concrete encased steel stanchions to perimeter walls supporting steel trusses. Between the stanchions the walls are formed by concrete blockwork with a rough cast finish to the exterior. The external face contains steel brick ties placed at regular intervals indicating that the intention was to complete the building with a final skin of face masonry.

Within the sheds the areas are generally open to the full height with original and later lower level concrete structure inserted to carry the paper making machinery. Overhead are located gantry cranes and lifting devices. Roofing materials include corrugated sheet steel and asbestos cement.

The F6 building constructed in the late 1960s is similarly utilitarian in structure with stanchion framed walls and low pitched roof concealed behind a low parapet wall (Figure 4 & 5). A suspended flat ceiling is located above the paper machine to help manage condensation. It is further distinguished from the FRC building by way of its external design which includes a stepped pavilion presentation to Heidelberg Road with distinctive loggias at ground level. As finished in salmon coloured face brickwork it has a powerful monolithic presence in the immediate area (Figure 6).



Figure 2 The north end of the F5/ FRC building showing the unfinished outer skin.

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Figure 3 Interior view within the F5/ FRC building looking south



Figure 4 Internal view of the south side of the F6 building

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Figure 5 View looking east within F6 showing the Fourdrinier-Inverform paper making machine



Figure 6 The F6 building's monolithic northern elevation along Heidelberg Road
Source: Mr Heritage, www.panoramio.com/photo/46715545

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Figure 7 The F6 (northernmost) and FRC (easternmost) buildings. It is proposed to remove part of the roof structures within the red lines.

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As noted, Amcor is currently preparing for the sale of the two remaining paper machines, the F6 and the FRC plants (see Figure 8). In order to facilitate their removal partial removal of the roof structure of both buildings is proposed. No roof reinstatement is proposed as it is planned to carry out full demolition to ground level subsurface levels once the closure of the mill is complete. Full demolition will require additional assessments and permit approvals.

Assessment

In assessing the proposed works to the subject property the heritage provisions of the Yarra Planning Scheme apply and would be considered as part of a planning permit application for this development. The directly relevant provisions are Clause 43.01 Heritage Overlay, which establishes the policy objectives and decision guidelines for all Heritage Overlay areas, and Clause 22.02 Development Guidelines for Site Subject to the Heritage Overlay, which applies to all land within a Heritage Overlay in the City of Yarra.

As directly relevant to the consideration of the proposed demolition neither the 1998 Allom Lovell & Associates *City of Yarra Heritage Review* nor the Graeme Butler 2007 *City of Yarra Review of Heritage Overlay Areas 2007* identify or grade either of the subject buildings. In both studies, as has been noted, the only building on the site identified as being of cultural significance is the 1954 boiler station.

In considering the proposed partial demolition of these buildings (early works) it is evident that both reflect the growth in the scale of paper manufacture over time and the manner in which new technology and expansion was accommodated. In their form, both are essentially shell structures designed around machinery. In the case of the F5/FRC building the shell is an evolved one, which has been modified and extended over time as plant was replaced. Indeed as noted above, its roof has in the past been lifted to remove the F5 paper machine and install the FRC plant. Whereas in case of F6, the building and machine installation was effectively a single event. As noted the older structure was utilitarian in the extreme in not even being completed with a final external skin, while the later F6 structure pursued a greater level of architectural pretension.

As contemplated from a heritage perspective both contribute to an understanding of the operation of the paper mill and its history and growth. In this regard they are not dissimilar to other production buildings on the site, other than that they are of more recent origins. In built form they can be distinguished from production support buildings by way of their basic form – narrow and long – and by their height and internal volume. Other than for these characteristics their ability to demonstrate the nature of the paper making process is very much dependent upon the plant which they contain and once removed this demonstrative capacity will be greatly diminished. While both are reflective of the scale of the enterprise in the second half of the twentieth century, neither in this regard, can be elevated above most other structures on the site.

Considering the above and noting that a more comprehensive assessment of the heritage issues affecting the whole site is underway, the partial removal of the roofs of these buildings is not an action which is considered to have an adverse impact on the cultural significance of this site as examined to date. It is also considered that replacement of the removed roof fabric is not warranted given the second stage proposal for full demolition.

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As is normal practice it would be desirable for a photographic archival record to be made of the buildings and plant prior to these works occurring.

With regard to the second stage of the works involving full demolition it is also recognised that from a heritage policy perspective acceptance of demolition is linked to consideration and approval of a development outcome. Resolving the future treatment of this site is a major undertaking and one which is expected to take some time. Under such circumstances and recognising that the buildings in question form only a small part of the site it is considered reasonable that as part of a further application an exception could be made to meeting this requirement. Demolition of these two buildings ahead of resolution of a comprehensive site development plan is not an action which will have an adverse heritage outcome.

Bibliography

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EK Sinclair, *The Spreading Tree: A History of APM and Amcor 1844-1989*, Allen and Unwin Australia Pty Ltd, 1991.

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Attachment 2 - Lovell Chen Heritage Report

Appendix B – Heritage Survey Datasheets by Lovell Chen P/L (2012)

B2

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Building name	Date	Use	Physical description	Image
Early boiler house and workshop	c1920	Boiler and stack	<p>Large red brick and render trimmed structure, divided with three gabled roofs of differing heights. Roofs are clad in corrugated steel sheet. The truncated red brick chimney stack is to the east. An early component of the site, the taller east gable features rendered lettering "APM".</p> <p>Internally the boiler house retains coal chute, steel tanks and pipe work. Walls are partly rendered and the roofs are supported on steel trusses.</p>	
Engineers Workshop	c1930	Engineers workshop	<p>Double level red brick clad building with paired gable roofs in a north-south orientation and a central valley. The gable ends and roofs are clad in corrugated sheet and sit above a projecting horizontal cement band at the northern end. Brickwork is defined by flat pilasters and recessed bays which contain windows. Windows are large multi-paned steel framed panels. The northern elevation includes two roller doors, beneath signs for 'ENGINEERS STORE' and 'ENGINEERING SECTION' and a centrally located pedestrian entry. At the north-west corner of the building is a single story rendered cement block addition.</p>	



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<p>Dispatch Planning and offices</p>	<p>c1920</p>		<p>Red brick building in east west orientation. Retains limited render dressings to pilasters. Roof is clad in corrugated metal sheet. A small rendered addition to the west with the roof altered to a gable hip. Large multi-paned steel framed windows along north elevation. c.1960s red brick addition to the north from the eastern end of the building.</p>	
<p>F1 Building</p>	<p>c1920</p>	<p>Paper manufacture</p>	<p>Long rectangular building in north south orientation. Over painted brick walling visible to interior only. Large timber trusses and lined ceiling visible internally. Roof is clad in corrugated metal sheet with a ventilated ridge and acrylic skylights. Later infrastructure installed at truss level.</p>	
<p>F2 Building</p>	<p>c1920</p>	<p>Paper manufacture</p>	<p>Long rectangular building in north south orientation. Metal clad roof with ventilated ridge supported on steel trusses. Internally, block work is over-painted. Deep pits to basement are retained along with various infrastructures.</p>	




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<p>F3 Building and stock chest</p>	<p>c1920</p>	<p>Paper manufacture</p>	<p>Large rectangular plan form building. Brick walling to side and end walls, over painted internally. Upper level windows to the northern end of the building. Flat, lined ceiling internally. Basement retains tile lined 'stock chest'.</p>	
<p>Finishing Rooms (F2-3 & 5)</p>	<p>c1920</p>		<p>Saw toothed roof structure supported on timber trusses and steel columns. South facing clerestory. Ceiling is lined with timber lining boards. Western elevation includes single storey amenities block with a rendered finish.</p>	




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<p>No 2 & 3 Beater Room</p>	<p>c1920</p>		<p>Gable roofed building supported on heavy timber trusses. Roof is metal clad, and features a ventilated ridge and acrylic skylights. Brick walls are visible internally and are over painted.</p>	
<p>Railway sidings</p>	<p>Pre 1930</p>		<p>Railway siding from Chandler Highway and Heidelberg Road intersection (nth-west corner) to south west of site.</p>	
<p>Coal tippler</p>	<p>c1949</p>	<p>Coal transport</p>	<p>Red brick clad rectangular plan shed with flat concrete roof and small roof top room. Large openings to north and south for railway siding and movement of coal trucks. Internally, the tippler is retained along with associated signage. Windows detailed with projecting concrete reveals.</p>	

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<p>Eucalyptus slushing plant and storage</p>	<p>c1930</p>		<p>Single storey red brick clad building with render dressings to pilasters and lintels. Hipped roof clad in corrugated asbestos sheet. Building has been altered externally.</p>	
<p>Medical Centre & Canteen</p>	<p>c1945</p>		<p>Pair of gable roofed rectangular plan form buildings in a north south orientation. Clad in red brick, these buildings features paired timber framed sash windows. The western building retains its corrugated asbestos sheet roof, while the east has been re-clad with corrugated steel sheet roofing.</p>	
<p>Garage and ablutions</p>	<p>c1940</p>		<p>Red brick building with hipped gable roof clad in corrugated asbestos sheeting. Large steel framed multi paned windows with rendered lintels. Later low-height brick additions to the north.</p>	




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<p>Shartle Breaker House & Plaster Room</p>	<p>c1940</p>		<p>Red brick buildings with and render detailing. Shartle breaker house is three storeys with band of horizontal glazing to the upper level and is divided into four bays with rendered pilasters. Plaster room is over two levels with brick pilaster dividing the facade into five bays.</p>	
<p>Mill pump house</p>	<p>c1950</p>		<p>Rendered concrete structure over three levels With central tower form. Stair access to the north. Flat concrete roofs.</p>	
<p>Southern water & storage clarifiers</p>	<p>c1945 to 1974</p>		<p>Collection of closed and open tanks for water storage, clarification, recovery and disposal. Structures of various ages and uses. Includes associated buildings.</p>	

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<p>River Pump House</p>	<p>c1950</p>	<p>Enclosure for water pumping equipment from river.</p>	<p>Reinforced concrete drum-form structure with banded horizontal windows, projecting sills and lintels and a flat roof with deep eaves. Over three levels above ground, with access to the river internally. Classically formed entry with projecting hood and flat archway entry. This building is an anomaly of design across the plant</p>	
<p>F5/ FRC Building</p>	<p>c1952</p>	<p>Paper manufacture</p>	<p>The external walls are formed by concrete block work with a rough cast finish to the exterior. The external face contains steel brick ties placed at regular intervals indicating that the intention was to complete the building with a final skin of face masonry. Internally the roof is supported by steel trusses. Large multi-paned steel framed glazed windows to east elevation.</p>	

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<p>Gatehouse and weighbridge</p>	<p>c1950</p>		<p>Small, flat roofed building located on the Latrobe Avenue entry. Glazed upper section over hit and miss brickwork lower. Windows are protected by steel awnings and deep projecting eaves.</p>	
<p>Operations and Staff Room</p>	<p>c1950</p>		<p>'L' plan red brick building with hip roof over rendered basement. Steel framed windows in large opening to east and smaller openings to south.</p>	
<p>Waste paper, Slushing Plant & Storage</p>	<p>c1950</p>		<p>Rectangular plan form building west of railway sidings. Rendered block work walling over three levels, open warehouse interior. Projecting horizontal banding.</p>	



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<p>Administration building</p>	<p>Two phases, c1950s and c1968</p>	<p>Administration</p>	<p>'L' shaped plan form building constructed in two phases. The original section is constructed of concrete block with applied render finish, in lieu of intended brick cladding. External detail to the early section includes deep cantilevered concrete window hoods and sills, banded windows to ground and first floors and projecting horizontal band at hood level to the extent of building. The later addition to the north is constructed of orange face-brickwork with window treatment as per the original section.</p> <p>Hipped roofs are concealed behind high parapets. The building entry is recessed and features large green tiles to the flanking walls, aluminium and glazed doors are detailed in a manner typical to the period of construction. Entry steps are finished in smaller blue/green coloured tiling between tiled planter boxes, though these may date from the c1968 addition.</p>	
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Attachment 2 - Lovell Chen Heritage Report

<p>Boiler House</p>	<p>1954</p>	<p>Boiler, stack and internal equipment.</p>	<p>Large curtain-walled building, over five storeys in height. Associated cream brick services core, conveyor and stack. Architect designed: Musson, Mackay & Potter.</p>	
<p>Roll Grinder</p>	<p>c1950s & c1960s</p>		<p>Developed in two phases; western section displays rendered block work with horizontal banded windows in deep cement reveals. Windows are steel framed. The early roof is corrugated asbestos sheet. Eastern c1960s section is clad in red brick with windows detailed as per the original. The roof over this section is corrugated metal.</p>	

Attachment 2 - Lovell Chen Heritage Report

<p>F6 Building</p>	<p>1967</p>	<p>Paper machine ('Inverform fourdrinier' combination machine)</p>	<p>Large and imposing structure running in linear form along the Heidelberg Road frontage. Double bricked with exposed apricot faced externally and thick white paint internally.</p>	
<p>F6 Waste paper plant</p>	<p>1967</p>	<p>Waste paper plant</p>	<p>Large and imposing structure running in linear form along the Heidelberg Road frontage. Double brick construction with orange face-brickwork to exterior and thick white paint internally. Internally spacious with an upper and lower floor both with panelled ceilings. Sections of office and control room space to the north.</p>	

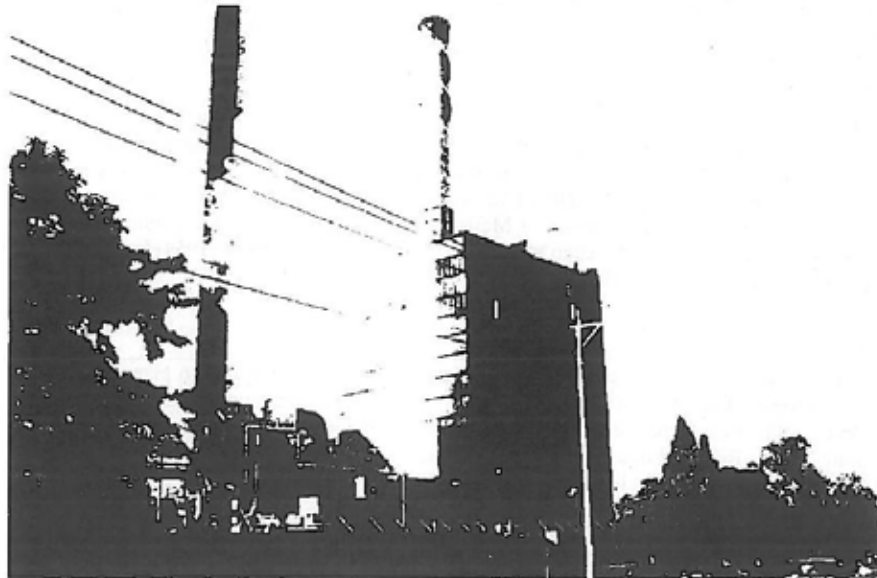
Attachment 2 - Lovell Chen Heritage Report

Appendix C – H070 'APM Boiler House' Heritage Citation from *City of Yarra Heritage Review: Building Citations 1998* by Allom Lovell and Associates

Attachment 2 - Lovell Chen Heritage Report

City of Yarra Heritage Review: Building Citations

Building:	Australian Paper Mills Boiler House	Significance:	B
Address:	626 Heidelberg Road, Alphington	Melway Map Ref:	31 B12
Building Type:	Paper Mill	Construction Date:	1954
Architect:	Mussen, Mackay & Potter	Builder:	Unknown



Intactness:		Condition:	
G[x] F[] P[]		G[] F[x] P[]	
Existing Heritage Listings:		Recommended Heritage Listings:	
Victorian Heritage Register	[]	Victorian Heritage Register	[]
Register of the National Estate	[]	Register of the National Estate	[x]
National Trust	[]	Heritage Overlay Controls	[x]

Attachment 2 - Lovell Chen Heritage Report

City of Yarra Heritage Review: Building Citations

History

The Australian Paper Mills Co. (APM) was established in 1895, originally located on the site of what is now Southbank.¹ The company expanded, with its main mills in Melbourne and Geelong. In August 1918 land for a new board mill was purchased in Fairfield, comprising 23 acres (9.3 hectares), which had the advantages of river frontage and proximity to the railway line.² The site, previously a part of the Woodlands Estate, cost £14,800. Construction on the building began in 1919, taking two years and using 1,200,000 bricks.³ The building was opened by the Chief Justice of Victoria, Sir William Irvine, on 31 August 1921.

The General Manager of APM, Robert Gray, travelled to America to purchase equipment for the new factory, which was able to manufacture paperboard of 244cm in width at a speed of 150 feet (460 metres) a minute. The completed factory manufactured container board, ticket board, manila, chip board and varieties of woodpulp board.⁴

The Boiler House—built to contain boilers and turbines—was constructed in 1954. The building was designed by Mussen, Mackay & Potter: Mackay was the architect, whilst Mussen and Potter were the engineers. Norman Mussen was the son of Gerald Mussen, a financial journalist and a consultant to Amalgamated Zinc (De Bavays) Ltd (AZ Ltd), who was involved in APM's moves to establish eucalyptus plantations for pulp in Tasmania in the 1930s.⁵

The curtain walling cladding the five-storey building is one of the earliest examples of the technique known in Victoria. The earliest buildings incorporating curtain walling were the Cheseborough building in Clayton (Hugh Peck & Associates; 1953), which had a curtain walled staircase⁶; the Shell Refinery, Corio (Buchan Laird & Buchan; 1953), which had a two-storey curtain wall⁷; Wilson Hall at the University of Melbourne (Bates Smart & McCutcheon; 1953)⁸; the administration block for Kirstall-Repeco at Clayton (Hassell & McConnell; 1954)⁹; and the Doring Implements factory (Frank Heath; 1954).

Description

The APM Boiler House is a large curtain-walled building approximately square in plan, rising to a height of five storeys. The panes of glass are vertical in proportion, and have metal frames. At the upper level of the west facade are a pair of loading doors beneath a cantilevered block and tackle hoisting beam. Rising above the building is a large circular flue, attached to the building at the south end is a cream brick services core.

Significance

The Australian Paper Mills Boiler House is of state technological and architectural significance. The building employs one of earliest known examples of curtain walling in Melbourne, and is distinguished by the extent of the curtain walling, which is equivalent in height to a four or five storey building.¹⁰

- 1 E Sinclair, *The Spreading Tree: A History of APM and AMCOR, 1844-1989*, North Sydney 1990, p. 26.
- 2 E Sinclair, *The Spreading Tree: A History of APM and AMCOR, 1844-1989*, North Sydney 1990, pp. 52-53.
- 3 E Sinclair, *The Spreading Tree: A History of APM and AMCOR, 1844-1989*, North Sydney 1990, p. 60.
- 4 E Sinclair, *The Spreading Tree: A History of APM and AMCOR, 1844-1989*, North Sydney 1990, pp. 60-61.
- 5 E Sinclair, *The Spreading Tree: A History of APM and AMCOR, 1844-1989*, North Sydney 1990, pp. 84-86, 90.
- 6 Cross-Section, 9 (1 July 1953), p. 4.
- 7 D C Ward et al, *Guide to Victorian Architecture* (Melbourne 1956), p. 28.
- 8 Cross-Section, 51 (1 January 1957); p. 1; 33 (1 July 1955); p. 2; 53 (1 March 1957), p. 4.
- 9 Cross-Section, 17 (March 1954), p. 1.
- 10 Cross-Section, 24 (1 October 1954), p. 1; Ward, *Guide to Victorian Architecture*, p. 29.

Allan Lovell & Associates

Attachment 3 - Context Peer Review



1 February 2013

Ms Erika Russell
Strategic Planner
City of Yarra
PO Box 168
RICHMOND VIC 3121

Dear Ms Russell

Peer Review of a Heritage Report on the AMCOR FAIRFIELD site

At the request of the City of Yarra Council, Context has undertaken a peer review of the report titled *AMCOR FAIRFIELD, 626 Heidelberg Road, Fairfield; Appraisal of Heritage Issues and Redevelopment Implications* (Lovell Chen 2012). The review has been undertaken by Geoff Ashley, Director, and Ian Travers, Senior Consultant.

Our peer review has included an examination of various documents relating to the heritage values of this site, the City of Yarra Planning Scheme and its relevant overlays. It has also been informed by a site inspection, accompanied by John Newton of AMCOR Australasia, on 22 January 2013.

This peer review is structured to address both the purpose and structure of the report, as well as providing our opinion of its findings. As part of the peer review request, the City of Yarra has asked four additional questions that are related to the findings of the Lovell Chen report, and these are also addressed below.

Background

City of Yarra heritage listing and planning guidance

The first municipal heritage study to examine the Fairfield papermill site, now AMCOR Fairfield, was the *City of Yarra Heritage Review* undertaken by Allom Lovell & Associates in 1998. This study included a thematic history which included an account of the site's development from its beginning as the Australian Paper Mills Co. factory in 1895, but only one building on the site was assessed as part of the study. This building, the 1954 boiler house, was assessed as Grade B, or 'Primary Significance' at a local level, putting it in a class of places deemed 'integral to the cultural significance of the City of Yarra as a whole, through their architectural integrity and/or their historical associations' the demolition of which 'would adversely impact upon the cultural heritage of Yarra as demonstrated by its built environment and historic urban fabric'.

Apparently as a result of the 1998 study the whole site, with the exception of elements to the east of Latrobe Avenue - the No.6 Waste Paper Plant on Heidelberg Road and the Storage Area south of Lugton Street, was included on the Heritage Overlay of the City of Yarra Planning Scheme (HO70). Heritage Victoria's HERMES database confirms that the designation of the whole area is based upon the citation for the boiler house alone. The citation relating to HO70 was not revised by the *City of Yarra Review of Heritage Overlay Areas* undertaken by Graeme Butler & Associates in 2007.

The whole AMCOR site, including the former residential properties between Latrobe Avenue and Parkview Road is included in the Yarra Planning Scheme Incorporated Plan Overlay (IPO1). Part of the vision for the site, asserted by the IPO, is that its development 'will retain some links to the site's industrial past'.

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Attachment 3 - Context Peer Review

Recent assessment work

Recognising the heritage listing of the site, and the requirements of the IPO, the City of Yarra Council commissioned Biosis Research Pty to undertake an assessment of potential heritage values across the whole AMCOR site in October 2007. The Biosis report provides a preliminary significance assessment of each of the buildings at the site, the conclusion of which was that buildings of primary significance at the site include the original 1919 boiler house and chimney and the 1919-30s manufacturing buildings from the earliest phase of works, in addition to the 1954 boiler house. It also identified a number of features, including the 1940s administration and production buildings, the railway sidings and the No.5 and No.6 machine buildings as of contributory significance.

The Biosis report recommended that a comprehensive conservation management plan be prepared for the whole site to confirm the significance of each individual building and to develop appropriate management actions.

Between August and December 2012 Lovell Chen prepared an *Appraisal of Heritage Issues and Redevelopment Implications* for the Fairfield site on behalf of AMCOR Australia. Prior to the completion of this report, Lovell Chen provided a memorandum (dated 13 September 2012) to support AMCOR's application for permission to remove part of the roofs of buildings No.5 (FRC) and No.6 machine buildings in order to remove the large paper making machines, around which the buildings were constructed, in order for them to be sold. This peer review is of the December 2012 report, but it takes account of the additional comments made in the September memorandum.

What is the purpose of the December 2012 Lovell Chen Report?

The question here is whether the purpose of the report is clear? Subsidiary questions addressed in the section below are whether the report meets its stated purpose, and whether this purpose is appropriate to the task.

Schedule 1 to the Incorporated Plan Overlay in the Yarra Planning Scheme requires that, amongst other matters that 'the Incorporated Plan may consist of plans or other documents which must show or include an assessment of the cultural heritage of the site and the identification of any sites of significance.'

The report title is not of a standard heritage report type that would align with usual methodologies and terminologies referred to in the ICOMOS Burra Charter and associated guideline documents such as *The Conservation Plan* by James Semple Kerr (Published by the National Trust of Australia) including terms such as Cultural Heritage Assessment, Significance Assessment or Conservation Management Plan.

However, paragraph 1 of Section 1 of the Report Introduction states that 'the purpose of this appraisal is to further examine the site with regard to its potential heritage significance' and it describes a methodology that includes an assessment of significance. Nowhere does the report indicate that it has been prepared to satisfy the IPO, and this is not apparent in the report title. However, paragraph 1 could be read to imply it meets that requirement.

The lack of alignment between the report title, reference in paragraph 1 to it including an assessment of significance and the IPO requirements leaves its role and purpose open to question. This should have been clearer.

Does the Report meet its stated purpose?

There are two parts to this question; does the methodology of the report respond to the stated report purpose and is the application of that methodology appropriate (i.e. is it appropriate to the task)?

We accept that the general Lovell Chen report methodology does line up reasonably with what would normally be expected in a cultural heritage assessment, in that it contains an analysis of documentary and physical evidence, comparative analysis and the application of relevant

Attachment 3 - Context Peer Review

significance assessment criteria. However, the extent to which the report addresses each of these elements does vary considerably, in particular with regards to the heritage significance assessment which should present the culmination of the earlier work.

Our review of the report contents is as follows:

- The historic and contextual information presented Sections 2.0 & 3.0 provides a reasonable summary of the site's development and of the processes that guided that development. Figure 5 on page 6 is useful to show the phases of site development .
- As a summation of the historic outline, the Site Description included in the end of section 2.0 is likewise fairly thorough. This section does contain some value judgements in passing, certain of which are questionable. For example, the assertion on pages 16 & 17 that the 1950s/1960s (No.5) and the late 1960s (No.6) paper plants 'externally convey little about the process or operation of the place' could be said of just about all post war industrial structures, and we are of the opinion that the scale of these two buildings says a great deal about the scale of industrial operations that happened there.
- The inclusion of the (comparative) Analysis and Assessment in Section 4.0 is reasonable, as is the range of places selected, including local industrial facilities, and paper manufacturing and twentieth century manufacturing plants further afield. However, the focus is largely based on architectural merit, and to a lesser extent on demonstrating industrial process. Little comparison is made regarding the scale of the industry, its role in the local community and in the development of the local area.
- As noted below there is no real significance assessment section with the discussion and application of criterion only forming part of Section 4.4, 'Conclusion'.
- Section 5.0 covers the relevant heritage and planning controls, including making reference to the IPO and the need for 'an assessment of the cultural heritage significance of the site and the identification of any sites of significance', but it makes no statement as to whether the report is intended to meet that requirement. It is clear to us that the IPO requirement would necessitate assessment of the significance of the site as a whole, and of each of its components. By not making the absence of such an assessment clear in the report title and its introduction, but at the same time repeating the IPO requirement in the text, it could be claimed that the report meets the requirement. In our opinion it does not, either in a methodological sense nor on the merits of the arguments put forward.

The key weakness in relation to the application of the methodology in the Lovell Chen report is that the recognised significance assessment criteria noted on page 28 (the criteria endorsed by the Victorian Heritage Council) are not actually applied but only referred to obliquely in the brief discussion of the following two paragraphs. This is the core part of any significance assessment and it is missing here. With regard to the question addressed above, on report purpose, it may be that the report had a limited scope and was prepared more as an opinion (as suggested by the report title). However, the report does state that these criteria have been applied and they have not. Or if they have, the results are not included in the report.

As well as not resulting in a more objective assessment of the site's significance, and that of its components, the failure to address each of the criteria means that the assessment remains confined to a fairly narrow architectural and technological focus. For example, nowhere is there a discussion of Criterion C "Importance to yield information that will contribute to an understanding of our cultural or natural history" as it would apply to historic archaeological evidence (such as any sub-surface deposits that may relate to its early development). Nor is there a discussion of Criterion G "Strong association with a particular community...".

This imbalance is also true with regard to individual elements. While there is reference to 'the monumental façade and scale and a level of architectural pretension' for the No.6 Building on Heidelberg Road, the relevant Criteria E is not applied - in our opinion No.6 meets this criteria

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as a landmark façade of monumental scale whilst also representing evidence of the sheer scale of paper making machines at that time.

In our opinion, the report does not satisfy what normally would be expected of a significance assessment, nor does it meet the requirement of the IPO in that regard.

Merits of the Report findings

Notwithstanding the limitations noted above on the application of significance criteria, we can make the following comment on the report findings.

The historic importance of the site as one of the largest two paper making plants in Australia is not adequately dealt with – the report leans on the earlier listing of the Boiler 1954 and does not properly address this historic significance of the whole site at a State and local level.

The evidence that the report provides on the evolution of the site and paper manufacturing is not adequately addressed in the significance discussion, nor is the contribution of different site components to that evolution. This was achieved to a greater extent by the earlier Biosis report.

The Lovell Chen report does not acknowledge that the current extent of the site is significant. The space available at the site has allowed new facilities to be constructed without the need to demolish earlier structures, although some have been modified for other purposes. It is true that the resulting site was not unified by one single industrial process, being instead made up of a series of essentially independent modules, each comprising a paper machine and its production line, but all of these were connected by a site-wide network supplying energy and materials. The site as it is today is not so much the product of an evolution as a collection of subsequent additions, but it nevertheless represents the summation of the facility's historic development.

The degree to which site components are representative of the process of paper manufacturing is not adequately addressed, and this is directly relevant to the IPO's requirement that 'the development will retain some links to the site's industrial past'. Key elements would include those relating to power generation (coal/rail lines), water supply (inlets and pump houses) and paper making itself (the machine rooms) as well as support structures such as engineering and administrative buildings. The 1954 boiler house was selected for its architectural and technical qualities – not for its part in paper manufacturing, notwithstanding the key part it did play during the 1950s and 1960s in power generation.

While undoubtedly significant, the 1954 boiler house would not in itself provide evidence to encapsulate the history of one of the largest paper manufacturing sites in Australia. Electric power was a key ingredient in paper manufacture, but a boiler house could be associated with a number of other large scale industries.

We do not agree with Lovell Chen's conclusion that the paper mill buildings do not reflect site function. These buildings were necessarily built around the machines which they contain, and therefore they each reflect the date and scale of a development.

In terms of the scope of the 'appraisal', values which have been overlooked are touched on at the end of the previous section. In particular, we believe that the report has failed to acknowledge the landmark significance of 1954 boiler house, and its and the other chimneys when viewed from across the Yarra River. It has also failed to address the landmark significance of the No.6 buildings on Heidelberg Road as both a streetscape landmark in their own right and as evidence of the huge scale of paper making in recent times.

The scale and landmark quality of the buildings of the AMCOR site is an aesthetic consideration – the site and its buildings play an important role in the urban form of the area, but this mass also reflects their prominent role in the local community, and therefore the potential social significance of the site. As the report acknowledges (on page 15), 'many of the mill's employees lived close to the site, possibly due to the twenty-four hour operations of the mill'.

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Additional City of Yarra questions

The additional questions posed by the City of Yarra Council as addressed below. As the extent of any Heritage Overlay is dependent upon what is identified as significant within the site, the second of the four questions is answered first.

Do buildings other than the 1954 boiler house have heritage significance? (i.e. do some of the other buildings warrant a 'contributory' grading?)

The question is whether the significance of other buildings in the site meets established thresholds which warrant these places' inclusion on heritage lists, and therefore a level of statutory protection.

The following is based on our preliminary assessment of the buildings' significance, made fairly rapidly and informed by an inspection and some information on their history, design and condition. However, it should be noted that a definitive view on whether a building which is potentially of sufficient significance actually meets these thresholds requires a formal assessment of significance of the kind described above.

Before addressing the question of whether other buildings in the AMCOR Fairfield site meet the threshold of heritage significance, it is worth considering what these thresholds are.

Page 30 of the Lovell Chen report sets out the various gradings under which buildings can be recognised as of heritage significance under the City of Yarra Planning Scheme. Buildings can be identified as 'individually significant' or 'contributory', depending on whether they are sufficiently significant in their own right or form an important part of a whole which is considered of significance. Buildings can also be identified as non-contributory if they lie within such a whole but do not contribute to its significance.

Implicit in the second category is the need for a larger 'precinct' (an area containing more than one building) to be designated so that an individual building can be considered 'contributory' to it. The existing HO70 area is likely to be the result of a single lot area being associated with the 1954 boiler house. Nevertheless, we believe from our work that there are other elements of significance within this lot area. The supporting citation should therefore be expanded from the current version which is based upon the significance of the 1954 boiler house alone, so that other buildings within the site can be designated as contributory.

The Biosis report identified several buildings as of individual or contributory significance on the basis of a preliminary assessment. We would not perhaps conclude that other buildings than the 1954 boiler house were of individual significance – the individual significance of this building is largely derived from its rare architectural values, but several are contributory to the heritage significance of the site as a whole, illustrating its development and eventual scale, such that they could be included as part of a precinct.

The HO should include sufficient elements to 'retain some links to the site's industrial past'. As stated above, it is our opinion that the major aspects of the site that need to be reflected include the various elements of the industrial process (power generation, water supply, the paper making process itself and transport) and the scale that this enterprise achieved at Fairfield. In our opinion, this could be reflected through the inclusion on the HO, in addition to the 1954 boiler house, of the following contributory buildings:

- 1919 Boiler (Victoria Heritage Council Criteria A & D)
- the river pump house (Criteria A & D)
- railway sidings – alignments and rails (Criterion A)
- No.5 and No.6 machine buildings which have aesthetic landmark values and demonstrate the scale of the site.

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Through the consideration of constraints and opportunities in the preparation of a conservation plan or strategy, retention of these elements need not be total, but sufficient to reflect their role and presence. Thus there would be no need to control internal alterations. One scenario could be retention of the parts of the major paper machine buildings No.5 and No.6 that are strongly associated with their landmark streetscape forms but in such a way as to incorporate new development as envisaged by the IPO. Another example would be to retain the alignment of the rail sidings in the new built form, whilst removing or covering the rails themselves, should their retention not prove practical.

What should be the extent of the Heritage Overlay for the site?

Assuming that the buildings identified as significant above were to be included in a 'precinct', this would largely cover each of the important historical aspects of the site. Between them they would also define the boundaries of the site, thus reflecting its historic extent. However, a large number of other buildings and elements would also be included which, while demonstrating site evolution, are not considered likely to meet the threshold for contributory significance.

Two options therefore present themselves with regards to the extent of the HO:

One option would involve the HO being reduced to the footprints of the contributory buildings, plus an appropriate setback for each. As the previously designated boiler house and other contributory buildings listed above are largely on the peripheries of the site, this would create an area something akin to a 'donut' with a hollow inside. Such an area would likely be difficult to manage and would not allow for a consideration of the settings of these contributory elements in the design of adjacent development.

The preferred alternative would be to keep the HO over whole site for now, but to assign non-contributory status to most of the buildings in the interior of the site to control future impacts on individually significant and contributory buildings - a non contributory status on the majority of building will allow certainty in development planning but the HO status will protect the settings of the more important buildings.

Would retention of the 1954 boiler house meet the requirements of the IPO in retaining links to the site's industrial past?

No - the retention of the boiler house only would retain links to an industrial past but not this particular industrial past. The boiler house was a key part of the process in making power for a large scale industrial use, but by itself it does not represent the actual site usage of paper making. The retention of the boiler house could though tell the site story in combination with other buildings and features at the site, as described above.

The history of the site should not be presented in the retention of buildings alone, but rather these should be the basis for a wider program of site interpretation. There are three key aspects that should be interpreted through the retention of buildings and features and other forms of interpretation (including urban design that retains street layouts and rail alignments etc):

the process of paper manufacture, including the raw materials required;

the water, power and transport infrastructure required for these industrial processes; and

the workers and community aspects of this industrial process.

For each of these aspects the concept of change, both in technology, process and working conditions should be a key component of interpretation.

What is the ability of the 1954 boiler house to be retained and reused?

This is not a technical or financial assessment, but rather one that is based on the heritage significance of the place. That said, from the point of pragmatism, we would anticipate that the eventual development of the site will generate sufficient resources to undertake whatever works are necessary to retain the building, subject to negotiation.

The patent glazing curtain wall of the boiler house comprises rows of glazing panes held in place by asbestos 'ropes' as cushion seals under vertical mullions that are bolted to horizontal girts.

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Given this construction, it should be technically possible to partly disassemble the curtain wall by unbolting and temporarily removing the mullions, liberating the asbestos ropes and replacing the asbestos with another product. This would depend on whether disturbance and removal of the asbestos ropes can be done within OHS guidelines.

Further examination is required to determine whether the building is dependant on the support of the boilers for its structural integrity, or whether they can be removed without the building being reinforced in some way. The latter being the case, the boilers could be completely dismantled/broken up on site and removed and the building would provide for amazing adaptive reuse opportunities.

Conclusions and Recommendations

Our conclusions on the report titled *AMCOR FAIRFIELD, 626 Heidelberg Road, Fairfield: Appraisal of Heritage Issues and Redevelopment Implications* by Lovell Chen 21 December 2012 are as follows:

Is not clear about what sort of report it is meant to be, and more specifically, whether it is meant to satisfy the IPO requirements for heritage assessment.

The methodology is described as including a significance assessment and while it follows the usual process of significance assessment, it fails at the key part where the rigorous application of heritage criteria is expected. This does not meet the objectives of the IPO in relation to heritage significance assessment.

The findings are questioned not just because of the shortcoming of methodology – they rely on the existing boiler house listing and not an assessment of the site as a whole, of contributory buildings and of other elements reflecting that significance. This does not meet the IPO objective of retaining links to the site’s industrial past.

To meet the IPO requirements we recommend that a Conservation Plan or a Conservation Strategy be prepared that provides a full significance assessment as well as balancing that assessment with the various constraints on its conservation and interpretation. Such a document would objectively identify significance and could contain policy to address constraints that may mean that not all contributory elements can be retained in full or indeed at all (such as the condition of that element) and allow greater intervention and change for some elements. The Lovell Chen report forms the beginnings of a conservation plan/strategy, but further work is necessary to fulfil these requirements.

In relation to the City of Yarra questions, we find that there are other buildings in addition to the boiler house that have significance (at least at a contributory level); that the HO should be retained while master-planning for the site that responds to the IPO is completed and that the boiler house by itself would not adequately provide links to the industrial past of this site. While not the result of a technical assessment, it is our opinion that it may be possible (subject to OHS processes) to remove the asbestos from the curtain wall of the boiler house, in which case it could be retained and reused.

Please contact me if you have any questions or require any further information.

Yours sincerely



Geoff Ashley
Director



Fairfield Paper Mill, Preliminary report to City of Yarra

Report for City of Yarra

October 2007

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- Sherry Hopkins - Acting Coordinator Strategic Planning City of Yarra
- Kelly Ogilvie - Site Environment Superintendent AMCOR

ABBREVIATIONS

AHC	Australian Heritage Commission
AMG	Australian Map Grid
ARC	Australian Research Council
DSE	Department of Sustainability and Environment
DOI	Department of Infrastructure
DPI	Department of Primary Industries
HO	Heritage Overlay
HPA 1995	Heritage Protection Act 1995
HV	Heritage Victoria (DSE)
HVI	Heritage Victoria Inventory
ICOMOS	International Council on Monuments and Sites
NT	National Trust of Australia (Victoria)
PEA 1987	Planning and Environment Act 1987
PROV	Public Records Office of Victoria
RNE	Register of the National Estate
SLV	State Library of Victoria
VHR	Victorian Heritage Register

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Fairfield Paper Mill, Preliminary report

Project background

The City of Yarra has requested an independent assessment of potential heritage values of the AMCOR paper mill at Heidelberg Road Fairfield. This summary assessment deals with various components of the Amcor Fairfield Paper Mill site in reverse chronological order. It is not, however, a thorough heritage assessment, having been based on only limited background research and a single brief site inspection. The assessment has not had the advantage of access to AMCOR's own records or archival research.

I have not specified any levels of significance or management actions – such as proposing specific buildings or parts to retain or protect under planning scheme controls, as this would require more detail in the assessment.

The paper mill is potentially, however, of historical, architectural and/or technical significance. Such significance would lie in any intrinsic values of the buildings, which represent mid twentieth century industrial forms of some landmark value, and possibly innovative designs in the case of the glass curtain wall boiler house.

Historic Background to the Mill

Samuel Ramsden, a young Yorkshire stone mason, arrived in Australia in the 1860s and soon established Victoria's first paper mill on the banks of the Yarra River in Melbourne. This was in operation by 1868 (Papermaking in Australasia to 1900, <http://home.vicnet.net.au/~paper/>; Illustrated Australian News IAN25/04/68/5).

The publication "Technology In Australia", summarises the development of paper making in Australia as follows:

Paper manufacture in Australia began in 1818, when a mill was established on a stream close to Sydney. By 1834 the mill was abandoned and papermaking did not recommence until the expansion of the economy after the discovery of gold... In 1868 ...new mills were started at Liverpool, NSW and on the Yarra River at South Melbourne (Ramsden's). These were based on machines which formed the sheet on an endless wire (either as a belt or as a cylinder) enabling a continuous web to be made, a major technological advance originating in Europe in the early 1800s and offering many advantages over the traditional hand-made method which produced only one sheet at a time. Both mills made a range of products, including newsprint, and used rags, straw and wastepaper as raw materials. By 1890 two more Victorian mills were established independently, at Fyansford on the Barwon River near Geelong and at Broadford. In 1896 the South Melbourne, Fyansford and Broadford mills, with a total production of 730 tonne/yr, were combined to form the Australian Paper Mills Co. Pty. Ltd., the forerunner of APM, the pulp and paper division of Amcor Ltd.. Imported wood pulp was first used in Australia at Fyansford in 1900.

New paper and paperboard mills came into operation at Botany, NSW in 1902, at Abbotsford, Vic. in 1911 and at Lane Cove, NSW in 1913. Also in 1913 Australia's first pulp

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mill was established at Yarraman in Queensland to make kraft pulp from hoop and bunya pine logging waste and sawmill offcuts. This was used in paper manufacture at Botany, NSW but the operation appears to have been sporadic and unprofitable and the mill closed in 1919.

After the First World War there was further development in paper and paperboard manufacture and consolidation of ownership until by the late 1930s, the industry had been concentrated into three mills -Botany, NSW and Fairfield and Broadford in Victoria -all owned by Australian Paper Manufacturers Ltd. (Technology In Australia 1788-1988, <http://www.austehc.unimelb.edu.au/tia/245.html#983>.)

The Fairfield Paper Mill was erected on land that had formally been a large Yarra-bank property named 'Woodlands'. Construction was commenced in 1919 by the Australian Paper and Pulp Company, a descendent of Ramsden's original company. The mill replaced a smaller mill on the Yarra Bank in south Melbourne, which dated to the 19th century.



View to 'Woodlands' from rail bridge (chandler Highway) Darebin Historical Encyclopaedia

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View from rail bridge shortly after construction of Paper Mill Darebin Historical Encyclopaedia

The history of the company is of note in Australian Business history, with a number of subsidiaries and corporate mergers having played out in relation to the firm. The various company names and dates relating to ownership of the Fairfield Paper mill in the 20th century are as follows:

- 1901 - 1905 Federal Paper Mills
- 1897 - 1920 Australian Paper Mill Pty Co Ltd
- 1905 - 1920 The Sydney Paper Mills Co Ltd
- 1911 - 1926 Commonwealth Board Mills Ltd
- 1912 - 1948 Cumberland Paper Board Mills Ltd
- 1920 - 1954 Australasian Paper & Pulp Co Ltd
- 1926 - 1984 Australian Paper Manufacturers Ltd
- 1984 - 1986 APM Ltd
- 1984 - Amcor Ltd

The Fairfield mill soon became one of the major suppliers of newsprint and other paper in Victoria and was involved in the significant trial of eucalypt wood pulping in 1930, and subsequently shifted to eucalypt pulp paper-making. Major expansion occurred in the 1920s, around the end of World War Two and in the late 20th century.

The earliest plant was at the river end of the site, with the boiler house at the top of the bank, and the paper making machines housed in long timber-framed buildings extending north from the boiler house. The following sequence of photos show the progressive expansion of the works in the mid 20th century.

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Aerial View c 1938, State Library Victoria



Aerial View c1950s, – note new boiler house under construction, .Darebin Historical Encyclopaedia

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Assessment of buildings

1970s No 6 machine

The large, modern, cream brick paper making building along Heidelberg Road potentially has architectural significance and is clearly a major landmark, although its relatively modern age and imposing bulk may count against any heritage value. The machinery inside is possibly unique in Australia, but again its recent age makes heritage value unlikely.



View along Heidelberg Road

1954 Boiler House

The glass curtain wall boiler house is distinctive and unusual both for its architectural treatment and as one of a handful of dedicated coal-fired factory installations. Architects Mussen Mackay & Potter, provided the design and the boiler house which was completed in 1954. The building was conceived as a modern glass box, using glass curtain walling, which had been developed in North America in such buildings as Lever House in New York built in 1951-1952. Such designs had not been possible for office blocks of the period under Melbourne building regulations, as they had to provide substantial fire separation at each floor. The curtain wall is important, because it is contemporary with the first major building of this type in Australia – ICI house, built 1955-8 and which is on the Victorian Heritage Register. The Fairfield boiler house might be seen as a precursor to this.

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Boiler House



Boiler House showing coal elevator

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1940s buildings

There are several ranges of rendered and/or concrete buildings which reflect a particular phase in the site's development in about the late 1940s. These potentially have some heritage value as representative of the sites historical development and the character of industrial buildings of the period and are in a severe modernist style. The building currently referred to as the Recycling Centre was constructed on the north side of the site as a major new paper making line. This has reinforced concrete wall framing, with large steel window – to some extent complementing the glass of the boiler house.

The buildings from this period reflect considerable advances in papermaking technology at the time, with more of the processes automated and sped up. The scale of the buildings also demonstrate the growth and greater independence of Australian paper manufacturing in this period, possible related to the experiments in developing hardwood pulping processes that enabled Australian eucalypt timbers to be used.



Recycling Centre along La Trobe Ave.

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Interior of Recycling Centre



West side of Recycling Centre

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Rear of Chandler Highway Building



North side of Main Office. Darebin Historical Encyclopaedia

The extent of these buildings is shown in the following aerial photograph from around the 1950s, with the white appearance of the buildings reflecting their recent completion. The northern façade has a particularly classical appearance in this view. Reinforced concrete construction was still relatively rare at this period, and the buildings may reflect some architectural innovation.

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Aerial view of site from east c 1960?Darebin historical encyclopaedia



Aerial photo of Amcor site c 1970.

1919-30s buildings

There are also other early twentieth century red brick buildings which are again typical of their period and help in demonstrating the history of the site. These are concentrated in the area of the 'South Mill' and include buildings with both timber and steel roof trusses, probable reflecting two separate periods of construction – perhaps the timber trusses are part of the original 1919 works. Because of the extensive alterations to building interiors over time, and in the absence of a comprehensive

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documentary record of the changes to the site, it is difficult to determine individual structures' significance at this stage.

The buildings at the southern end of the works including the South Mill and Recycled Paper Buildings are generally without any major plant, although the concrete mountings and channel below the paper making machines indicates their position and arrangement.

Most of these buildings have walls of red brick construction, although extensive areas of internal walls have been removed for openings between various sections of the South Mill building. Much of this part of the factory appears to be unchanged in an aerial photograph from c1945 – below.



Aerial View c 1945, State Library Victoria

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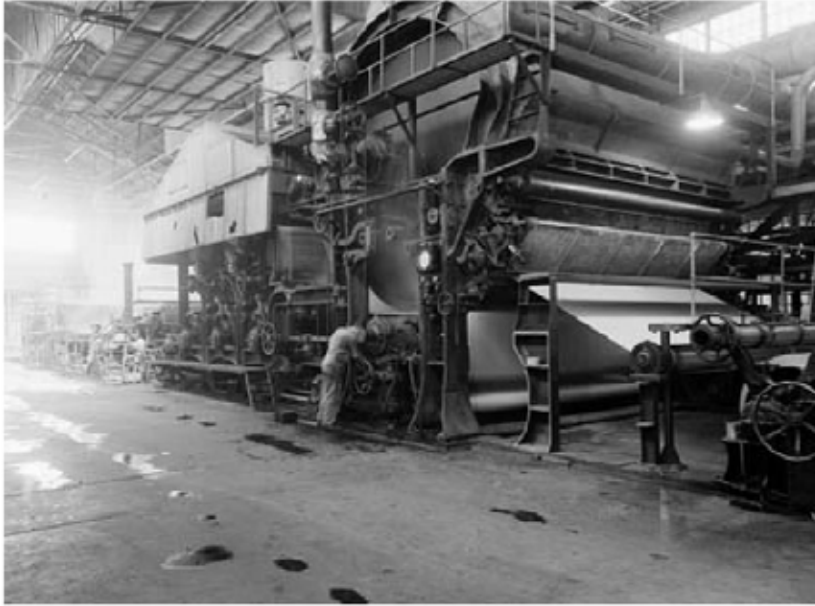
Timber trussed section in South Mill Building, probably c 1919.



Steel truss roofed section of South Mill – c later 1920s.

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Paper making machine (probably in South Mill) c 1945, National Archives photo A1200, L2547



Paper making machine (probably in South Mill) c 1945, National Archives photo A1200, L2550

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Interior of South Mill showing pits beneath former paper machines

The original 1919 boilerhouse and the base of the c1919 chimney survive in the southern core of the site. Aerial views show a complex arrangement of buildings here, potentially with some parts of the earliest stage of the factory which may have heritage value. The 'APM' logo on the boiler house is of note, and the group can be matched to an early photograph below.



View to Boiler House during flood, c 1930. Darebin Historical Encyclopaedia,

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North wall of original boiler house and chimney

The small brick building east of the old boilerhouse is contemporary with and in similar style to the Boiler House, and in its size, form and location is likely to have been the original power house, for generating electricity, prior to this area being connected to the SEC system.



Garage and Switchyard (probable original power house)

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There are remnants of the former Outer Circle Line through the site, and the associated paper mill siding. The Outer Circle ran across Heidelberg Road and the Chandler Highway Bridge, and at least one overhead wire stanchion is within the mill site. The route of the line is potentially an item of significance, as various other components along this line have been recognized in heritage studies.



Remnants of railway sidings

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Aerial view showing extent of site and railway sidings c 1945, Melbourne University Library

Comparisons and discussion

The Fairfield Paper Mill comprises a range of mostly utilitarian buildings date from several periods, including the 1919 original construction phase, expansion in the late 1940s, and then the further expansion in the 1960s when the boiler house and new No 6 machine building was constructed along Heidelberg Road.

The early buildings are characteristic of the period from the 1880s to 1920s, when mostly traditional load-bearing brick and short span gabled and hipped timber truss roof styles of construction were employed. The Broadmeadows Paper Mill was of similar form, and a small number of surviving factory complexes of this period still survive. For example Mowling’s candle works in Footscray. However, this is becoming an increasingly rare type of site.

The large concrete buildings of the mid 20th century are also rare types. I am unclear of their place in the evolution of building construction forms, but a brief look at Miles Lewis’s history of building materials, suggests they are not particularly early examples of fully

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fledged reinforced concrete construction, but may be rare for the scale of the works for their period. They are unusual for their application to large scale manufacturing buildings compared with the more numerous office and warehouse buildings of the early to mid twentieth centuries. They would compare with buildings such as the Geelong Cement works (mostly demolished) and the remnants of the GMH administrative buildings as Fishermen's Bend.

It is also interesting to make comparisons with other contemporary paper mills. The configuration of the buildings for this industry, with long clear production spaces for the paper machines, may have been an influence in the architecture. For example, the Burney paper mill has a similar Brutalist and modernist form.



Boyer Paper Mills, Tasmania c 1948, National Archives photo A1200, L10531

The large scale of the Fairfield works and its historical place in paper manufacture in Australia may contribute to its historical significance. However, the generally utilitarian nature of the buildings is likely to detract for most people's appreciation of the site's heritage values. Large early twentieth industrial complexes of any type are becoming increasingly rare in Victoria and other states, as the traditional manufacturing areas are progressively turned over to gentrification, rezoning and new development.

The heritage value of the Paper Mill lies in its historical associations and landmark value. There may be some architectural and/or technical significance associated with either the specific building designs, such as the curtain wall boiler house, or application of reinforced concrete. There may also be some technical significance related to the introduction of specific new manufacturing technologies, such as the trial of hardwood timber pulp for paper making. However, recognising these values would depend on detailed analysis of the buildings and structures in their historical context.

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Preliminary Significance Assessment

The scope of this assessment has been to "...assess the significance of the sites and buildings with a view to recommending which buildings (if any) should be retained in any future redevelopment of the site and whether the extent of the area protected by the Heritage Overlay is appropriate." The assessment has been limited by time and available research, and so cannot be considered a full conservation management plan. However, preliminary assessment, based on comparative assessments as described above can be made as follows:

Building	Approx. date	Function and description	Significance
Admin Building	c1940	Office and admin from construction to present, two story reinforced concrete steel windows and fibro cement roof on steel trusses.	Contributory – architectural and functional element
Canteen	1980s	Amenities – includes various storage areas, single story brick and steel roof	none
Kitchen	1980s	As above	none
Workshop	1980s	Maintenance workshop single story brick	none
Engineering Workshop	1980s	Maintenance workshop single story brick	none
Recycling Depot/ paper mill	1940s	Extension to paper making machinery line, 1-4 story reinforced concrete steel windows and fibro cement roof on steel trusses.	Contributory – architectural and functional element
Recycling Centre	1940s	Paper making machinery line, One - four story reinforced concrete steel windows and fibro cement roof on steel trusses. Large triple-height open production space for paper machinery, with overhead travelling crane.	Contributory – architectural and functional element
South Mill Building	1919 - pre 1938	Paper Making line, storage and workshops, range of mostly single story (double and triple height) brick and timber framed walls, mix of timber and steel truss roof with corrugated iron pitched and sawtooth roof	Primary – complex of original processing buildings with some additions - core element of plant
Pulp Substitution Plant	1940s	Paper making machinery line, Paper making machinery line, One - four story reinforced concrete, steel windows and fibro cement roof on steel trusses. Large double/triple-height open production space for paper machinery.	Contributory – architectural and functional element

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Fairfield Paper Mill, Preliminary report

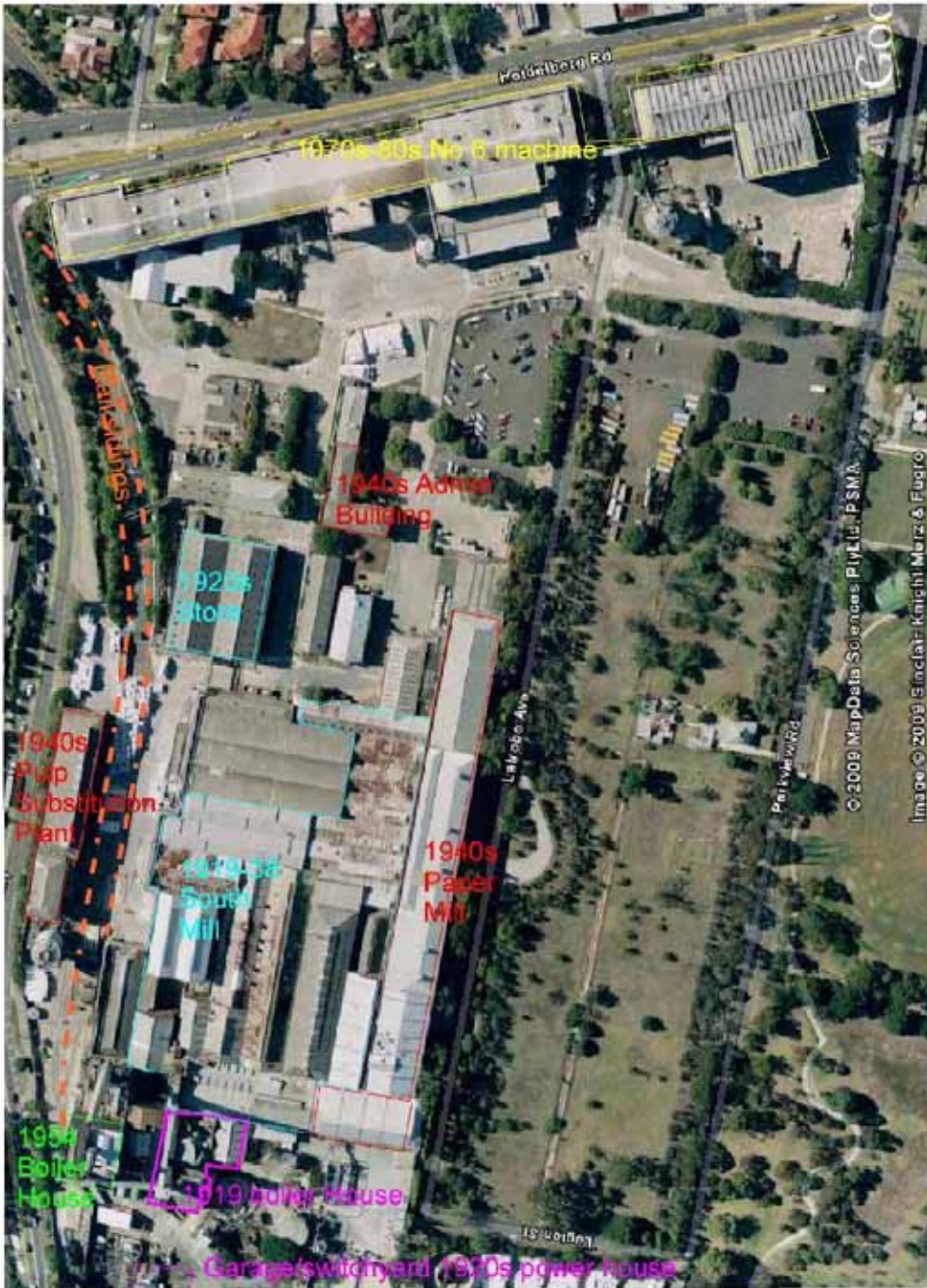
Power Plant/original boiler house	c1919	Original coal fired boiler house and chimney stack, steel, and concrete frame construction with glass curtain wall, steel and concrete chimneys	Primary – original boiler house, distinctive features and core element of plant
Garage and Switchyard (probable original power house)	c1920s	Power generation, later plant removed and used for workshops, brick double height, pitched corrugated iron roof on steel trusses.	Contributory – original power plant, distinctive features and core element of plant
Electrical Workshop	c1980	Maintenance workshop, brick and steel	none
No 6 Paper Machine building	c1970	Paper making machinery line, cream brick cladding with parapet and lower colonnade to steel and concrete structural frame, steel roof	Contributory – dramatic architectural and streetscape element along Heidelberg Road.
No 6 Waste Paper Plant	c1980	Extension to Paper making machinery line, similar building form to main No 6 line.	Contributory – dramatic architectural and streetscape element along Heidelberg Road.
Power Plant (new Boiler house)	c1954	Coal fired vertical feed boilers, steam generation and compressed air plant	Primary, Important early glass curtain wall building
Gatehouse	1980s	Vehicle entrance gatehouse and weighbridge	None
Water Plant	1930-50	Concrete water tanks and pump installations	None
Railway sidings	1882-1940s	Part of Outer Circle Railway, remnants of former railway sidings, rails and sleepers intact, with one overhead steel signal stanchion.	Contributory – reflect former Outer Circle Railway and importance of rail transport for the works

Table 1: list of buildings and levels of significance

The following plans show the various buildings discussed in the report.

Attachment 4 - Biosis Heritage Report

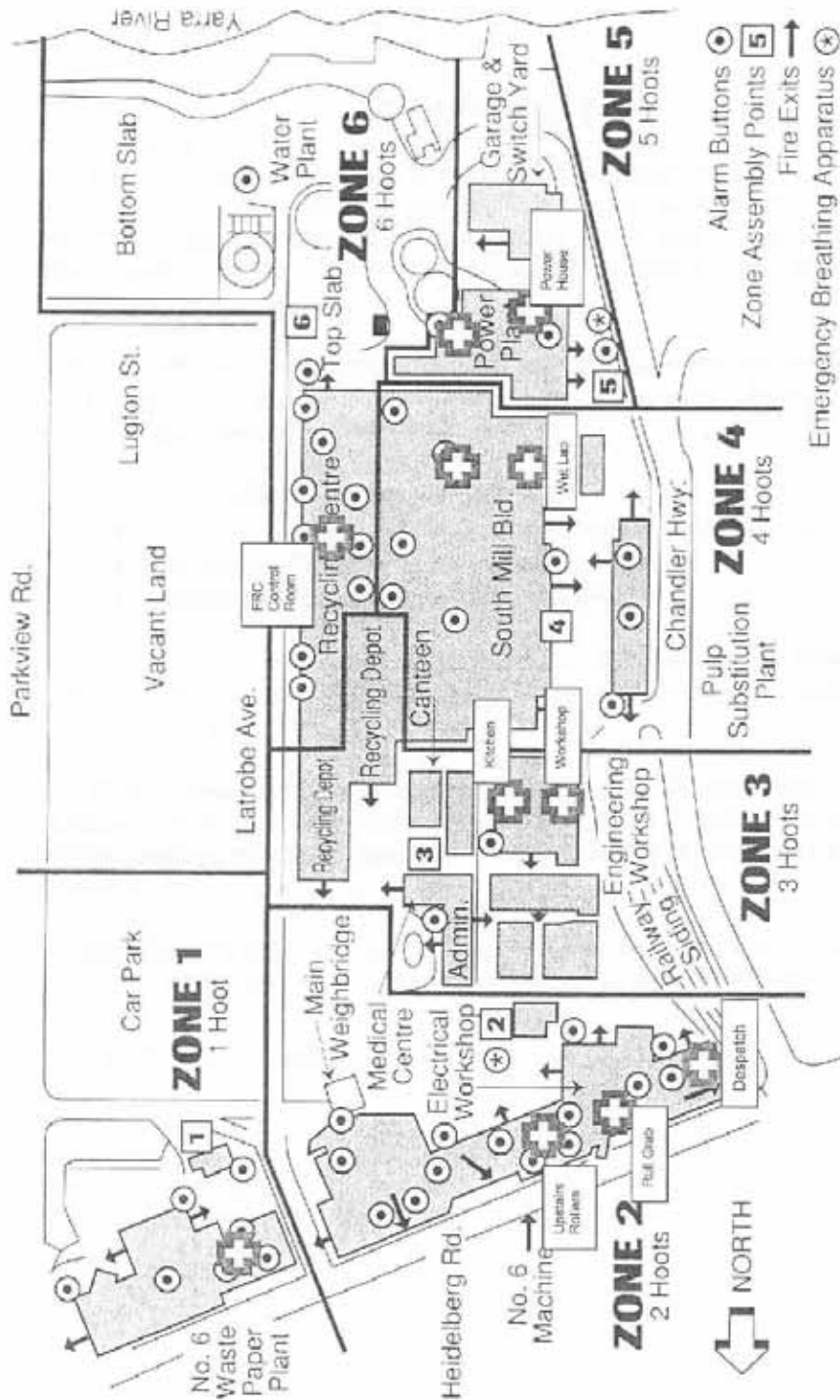
Fairfield Paper Mill, Preliminary report



Plan of site showing key building groups

Attachment 4 - Biosis Heritage Report

Fairfield Paper Mill, Preliminary report



Amcor Safety Plan of site showing current building names

Attachment 4 - Biosis Heritage Report

Fairfield Paper Mill, Preliminary report

Recommendations

It is recommended at this stage, that the buildings identified as being of Primary and Contributory significance, should be maintained in the heritage overlay, with a view to their retention in future development of the site.

The identified buildings of primary significance include the original 1919 boiler house and chimney, the 1919-30s manufacturing buildings from the earliest phase of the works, and the 1954 glass curtain wall boilerhouse. The significance of this last element is also associated with its distinctive architectural value in the evolution of building design, as much in relation to the history of the paper mill.

The contributory buildings include the 1940s concrete administration and production buildings which are a key architectural feature of the site and reflect the Wartime expansion of the works. The rail sidings are also considered to be contributory to the site's significance as evidence of the former role of the railway in supplying raw materials and fuel, and transporting finished product. The line is also important for its association with the Outer Circle Railway.

It is recommended that a comprehensive conservation management plan for the whole site (including adjoining former residential and riverbank land owned by APM and incorporating archaeological assessments for both Aboriginal and history sites) should be undertaken. This should address the relative significance of individual elements of each building and appropriate management actions, in accordance with the guidelines provided in the Burra charter, and Kerr's "The Conservation Plan".

Attachment 4 - Biosis Heritage Report

Fairfield Paper Mill, Preliminary report

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- APM: an historical perspective / [Australian Paper Manufacturers Ltd.] by Australian Paper Manufacturers, 1980]
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Attachment 5 - APMAG Letter

APMAG

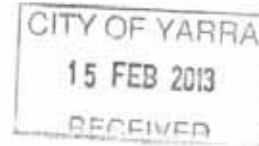
ALPHINGTON PAPER MILL ACTION GROUP ... THE VOICE OF THE COMMUNITY

Alphington Paper Mill Action Group Inc. No: A0052813D
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ALPHINGTON VIC 3078

admin@apmag.org.au

www.apmag.org.au

Wednesday 13th February 2013



Mr David Walmsley
Manager City Strategy
Yarra City Council
PO Box 168
Richmond Vic 3121

Dear David,

Re: IPO1 and AMCOR Site Design and Development Principles

We write in relation to the request by AMCOR to remove the existing Incorporated Plan Overlay (IPO) Schedule 1 which applies to the site at 626 Heidelberg Road. The Alphington Paper Mill Action Group (APMAG) strongly advocates retaining the IPO1, albeit with the addition of minor variations. APMAG considers the IPO1 and the City of Yarra AMCOR Site Design and Development Principles are the most effective planning tools to guide the future use and development of the Paper Mill site.

The current IPO1 has served the community well, ensuring the site is sold as a single development and that the community is consulted regarding demolition and remediation works. The IPO1 ensures the community continues to be consulted on the planned development for the site.

APMAG requests that rather than removing the existing IPO1, that it is modified to enable demolition and remediation to be undertaken subject to the outcomes of the Heritage report prepared by Lovell Chen Architects and the inclusion of the City of Yarra AMCOR Site Design and Development Principles.

The Design and Development principles are very much in accordance with and support APMAG's key priorities which are;

- **The Education Precinct** which includes the expansion and integration of Early Childhood, Pre-School and Primary educational services.
Enrolments at Alphington Primary School now exceed capacity (>375 students) and Secondary Schools within vicinity of the site are also at or near their student thresholds.
- **The Riverfront Precinct** seeks to protect and enhance the natural environment and encourage passive recreational activities in the riverfront area.
- **The Alphington Community Activity Centre** would provide a wide range of community activities, services and events.
- **Ecological Sustainable Development** provides an opportunity for the development to be of the highest environment standards.

Attachment 5 - APMAG Letter

APMAG looks forward to continuing our engagement with Council and other stakeholders as planning for the site advances.

If you have any queries please do not hesitate to contact me.

Yours sincerely

Melissa Thyer
President APMAG
Alphington Paper Mill Action Group
president@apmag.org.au

cc: Ms Vijaya Vaidyanath, Chief Executive Officer, 333 Bridge Rd, Richmond 3121
cc: Ms Sherry Hopkins, Coordinator Strategic Planning
cc: Cr Jackie Fristacky, Mayor City of Yarra
cc: Cr Geoff Barbour, Cr Stephen Jolly & Cr Amanda Stone, Langridge Ward Councillors.

Attachment 6 - Planning Control Options
PLANNING SCHEME CONTROL OPTIONS

Control options	Advantages	Disadvantages	Comments
<p>OPTION 1 – No change</p> <p>Retain existing IPO</p>	<p>The controls exist for the developer to get their development plan through the amendment process; there is no need to change.</p> <p>The IPO is the more appropriate overlay to use, based on the DPCD Practice Note.</p> <p>The process was intended to ensure a development plan would go through an amendment process to give the community rights.</p>	<p>Contrary to Amcor request.</p> <p>The prospective purchaser has made their purchase conditional on the DPO being in place by mid June 2013.</p>	<p>The IPO was introduced in 2009 to facilitate redevelopment of the Amcor site. It has community acceptance as the agreed position and approach to planning for the site.</p> <p>The IPO is consistent with the DPCD Practice Note.</p> <p>It is not unusual or unreasonable for a developer to undertake an amendment. It can usually be combined with their planning and design preparations.</p> <p>The site remediation is expected to take 2 years so there is time available to undertake an amendment.</p>
<p>OPTION 2 – Amcor proposal</p> <p>IPO change to DPO</p>	<p>For the developer this gives them appeal rights if Council takes too long or they are not satisfied (the 'dispute' clause).</p> <p>Reduces uncertainty to developers as third parties do not have appeal rights.</p> <p>The development plan is easier to amend, considering the scale of the project.</p> <p>Reduces the risk to the developer.</p>	<p>With a DPO Council can lose control over the process due to Applicant invoking the dispute clause.</p> <p>The IPO gives Council much greater control over the process and the potential outcomes.</p> <p>The DPO enables appeals to VCAT.</p> <p>Contrary to community and Council expectations.</p> <p>Council is not dealing with the developer or with the knowledge of the preferred development outcomes when drafting the controls.</p>	<p>There is no real justification for the change other than facilitating the sale of the site. The site can be developed under the existing controls; just a different process.</p> <p>There is no incentive for Council or community to support this option. A new DPO could include additional provisions incorporating requirements from the Amcor site Design and Development Principles.</p> <p>The community would lose certain rights that they enjoy with the current controls.</p>
<p>OPTION 3 – Proposal from APMAG</p>	<p>For the community it retains existing controls and includes Council's</p>	<p>Contrary to Amcor request.</p> <p>The existing controls have some</p>	<p>It would be difficult to argue for retention and additions, without</p>

Attachment 6 - Planning Control Options

Control options	Advantages	Disadvantages	Comments
<p>IPO change to IPO ‘plus’ (with additional requirements)</p>	<p>principles that were not originally included.</p>	<p>regard to the principles already.</p>	<p>opening up the whole question of changing the controls.</p>
<p>OPTION 4 – Variation on Amcor IPO change to DPO with additions</p>	<p>Additional requirements could be added that were not included in the original IPO.</p> <p>There could be a ‘net community benefit ‘to justify the change.</p> <p>The developer gets the benefits of the change in process.</p> <p>Amcor could support an expanded DPO as an alternative option to their proposal.</p>	<p>The process of a ministerial amendment would still involve a loss of community involvement through the panel process and council control over process.</p>	<p>This option provides some ‘sweeteners’ or benefits to offset the changes in the process.</p> <p>The opportunity is taken to negotiate additions with Amcor to incorporate additional requirements from the Design and Development Principles.</p> <p>Amcor is supportive of some additions to the schedule, a draft is being finalised on a ‘without prejudice basis’.</p>
<p>OPTION 5 - Alternative process IPO change to DPO through planning scheme amendment process including preparing the development plan. (the Channel 9 process)</p>	<p>The change from IPO to DPO would occur through the ‘usual’ amendment process involving the community.</p> <p>This option assumes the developer would be involved and be undertaking the planning for the development which would then inform the DPO controls, such as occurred with the GTV 9 site.</p>	<p>Contrary to Amcor request.</p> <p>Requires the developer to become involved and take risk. They would be concerned about the uncertainty of the outcome.</p> <p>For Council some work program implications given the scale of the project.</p>	<p>This option confirms keeping the existing controls and is suggesting the change in controls should follow the standard statutory process and not be fast tracked by the Minister.</p> <p>A change to a DPO would occur as a standard amendment process combined with preparation of a development plan, similar to that used with GTV 9 site. This would involve the community and provide certainty around the development proposals.</p>

10.5 Project Respect - Update on Lease Matters

Trim Record Number: D13/30306
 Responsible Officer: Director Community Programs

Purpose

1. The report provides Council with an update on lease matters related to Project Respect Inc. following a report on the extension of leases, licenses and other occupancy agreements for Council owned or managed land.

Background

2. Council received a report on 18 December 2012 to review the status of leases, licences or other occupancy agreements on, or in Council, owned or managed land or buildings for the period ending 31 December 2013 and to consider new lease opportunities for local not for profit community organisations.
3. There were a series of questions related to the arrangements pertaining to Project Respect which has occupied Level 1, 126 Moor Street since 2005. Annual lease payments of \$7,090 apply to the tenancy.
4. Outlined in the table below is an extract from the 18 December 2013 report.

Project Respect	Level 1, 126 Moor Street, Fitzroy
Current Arrangements	The current lease expires on 31 August 2013.
Community benefit	Project Respect is a non-profit, feminist, community-based organisation that aims to empower and support women in the sex industry, including women trafficked to Australia.
Funding	Project Respect derives its funding from various state government departments, donations, grants and philanthropic sources. The City of Yarra contributed \$96,220 in 2012.
Term Offered	No further term to be offered.
History	The organisation has been a tenant at the site since 2005.
Other	126 Moor Street, Fitzroy also houses the Brotherhood of St Laurence (BSL). The new nearby Atherton Children's Hub will house the BSL along with the City of Yarra's Fitzroy MCHC. The Master Plan for the Fitzroy Town Hall envisaged that upon relocation of these services to the Hub, the buildings housing these services will be demolished to create an urban forecourt leading to the accessible entrance at the Town Hall. Amounts for the demolition of 126 Moor St and the Fitzroy MCHC building have been recommended in the FY13/14 capital budget and funding for the development of the Urban Master Plan has been identified in Urban Planning's operational budget.
Recommendation	To facilitate the development of the urban forecourt, it is recommended that the lease to Project Respect not be renewed.

5. Project Respect is an organisation that has been supported through the Council grants process since 2003/04 financial year as well as by rental of office space at Fitzroy Town Hall since an EOI was conducted in late 2004.
6. Project Respect is a current recipient of a three year 'Investing in Community Grant, the terms of the grant are outlined below:

2012	2013	2014	Total for 3 years
\$67,742	\$67,742	\$67,742	\$203,226

Current Lease

7. The current lease expires on 31 August 2013 and the officer recommendation to Council was that the lease not be renewed because of longstanding plans to progress master planning for the rear forecourt of the Fitzroy Town Hall to improve general and disability access.
8. The rationale for recommending non-renewal of the existing lease with Project Respect is that the buildings at the rear of Fitzroy Town Hall are noted for possible demolition to commence the process of improving overall access to the Fitzroy Town Hall, this project has been referred for consideration in the capital works budget for 2013/14.
9. The tenure of the current three year lease with Project Respect was tied to the completion of the Atherton Gardens Hub and transition of Maternal & Child Health and other services (HIPPPY) from the Moor Street building to the Hub building during the 2013 calendar year. The lease included a specific condition noting that there was no option for a further extension of the lease.

Effect of Non-Renewal

10. If Council takes the decision to not offer a new lease to Project Respect it is effectively providing five months notice of non-renewal of the existing lease.
11. Council would then enter into what is called an 'over-holding' lease arrangement on a month by month basis pending any future Council determination on the Fitzroy Town Hall accessibility project and any demolition associated with the proposed works.
12. It is assumed that this over-holding process might be ongoing for many months or even years given that preliminary planning has not been undertaken for the project.
13. An alternative option available for Council if it wishes to provide more security is to offer a 12 month lease to Project Respect, with further 12 month options entirely at Council's discretion subject to consideration of where the access project is up to.

Consultation

14. Internal consultation has been undertaken on the current status of the project.
15. Ms Kelly Hinton, Executive Director of Project Respect has been advised of the report to Council this evening.

Financial Implications

16. There are no significant financial implications arising from this report.
17. It is noted that Project Respect is in receipt of a three year community partnership grant from Council to the value of \$67,742 per annum. Approximately 10.5% of this grant is paid to Council in lease payments for occupancy of the Moor Street premises.
18. Any over holding arrangement or new lease arrangement would be on current terms (pro-rata) plus CPI increase.

Economic Implications

19. There are no significant economic implications arising from this report.

Environmental Sustainability Implications

20. There are no significant environmental implications arising from this report.

Social Implications

21. Project Respect is a non-profit, feminist, community-based organisation that aims to empower and support women in the sex industry, including women trafficked to Australia.

Human Rights Implications

22. There are no significant human rights implications arising from this report.

Council Plan, Strategy and Policy Implications

23. There are no significant Council Plan or policy implications arising from this report.

Legal Implications

24. There are no significant legal implications arising from this report.
25. Standard leases with schedules related to specific conditions are applied in all leasing arrangements.

Other Issues

26. There are no other issues dealt with in the report.

Options

27. There are two options presented for Council consideration:
 - (a) resolve not to renew the lease and effectively provide five months notice of non-renewal and transfer Project Respect onto a month by month over-holding arrangement as from August 2013; or
 - (b) resolve to offer Project Respect a new 12 month lease effective from 1 September 2013 to 31 August 2014.

Conclusion

28. Project Respect is an important community partner and is in receipt of significant funding support from Council for 10 years (to the end of 2014).
29. The existing lease arrangements effectively terminate on 31 August 2013 and notice was provided at the commencement of the current term due to the proposed project to upgrade the rear courtyard of the Fitzroy Town Hall.
30. As discussed Council has two options available to it at this stage, either move into an over-holding arrangement or to offer a twelve month lease to 31 August 2014 that will be reviewed in February 2013 for renewal.

RECOMMENDATION

1. That Council resolve to renew the Council Lease with Project Respect Inc. for a period of 12 months from 1 September 2013 to 31 August 2014, subject to a public notice being given in the form required under Section 190 of the *Local Government Act* 1989.

CONTACT OFFICER: Craig Kenny
TITLE: Director Community Programs
TEL: 9205 5100

Attachments

There are no attachments for this report.

10.6 Post Office Walk Upgrade Project

Trim Record Number: D13/24089

Responsible Officer: Coordinator Urban Design

Purpose

1. To consider the outcome of the public exhibition of the draft designs for upgrading Post Office Walk, Richmond and to consider endorsing the draft designs for implementation.

Background

2. On 3 December 2012, a briefing report was presented to Council with a draft design for Post Office Walk upgrade for its public exhibition to seek community feedback.
3. The draft design includes the following key elements (refer Attachment 1):
 - (a) re-sheeting of the two east-west laneways with asphalt;
 - (b) replacement of the north-south laneway, including new drainage and a concrete pavement;
 - (c) motifs to be incorporated into the concrete;
 - (d) installation of new light poles and upgrading of public lighting; and
 - (e) installation of coloured LED lighting strips to existing buildings on the western side of the lane (subject to approval from stakeholders and relevant authorities).
4. The overall cost of the project is estimated to be \$575,000.

Consultation

5. Consultation has occurred with adjoining property owners and other stakeholders during the earlier design development phase of the project.
6. The draft designs were exhibited for a four week period between March and April 2013.
7. Public exhibition of the draft designs included:
 - (a) distribution of project flyers to property owners and traders around the Post Office Walk;
 - (b) one on one discussions with the adjoining property owners;
 - (c) discussions with the property owners west of the laneway for installation of feature LED lighting; and
 - (d) Council seeking advice regarding preparation of a section 173 agreement for the installation of LED lights. The legal adviser also clarified queries raised by the respective owners of the affected properties.

Outcome of the Consultation

8. No specific comments were received from members of the public about any of the proposed works for Post Office Walk upgrade.

Financial Implications

9. An amount of \$300,000 has been allocated for the implementation of Post Office Walk project in the current year's budget. A proposal to allocate the remaining amount of \$275,000 has been submitted to Council for consideration in the budget for 2013-14.

Economic Implications

10. It is intended that the proposed upgrade of Post Office Walk would improve the pedestrian link to the North Richmond Housing Estate and the surrounding neighborhood which will indirectly facilitate economic activity in Victoria Street.
11. Professional painting of murals is a proven deterrent to illegal graffiti and will benefit Council by reducing maintenance.

Sustainability Implications

12. The proposed upgrade to Post Office Walk includes installation of solar street lights along the laneway which will be energy efficient.

Social Implications

13. The proposed upgrade would provide better lighting, signage and amenity which would improve pedestrian safety and traffic movement in the laneway.

Human Rights Implications

14. There are no known adverse human right implications of this project.

Council Plan, Strategy and Policy Implications

15. The project is consistent with the strategic objectives of the Council Plan 2009-13.
16. The project proposes to implement some of the key recommendations of the Victoria Street Structure Plan and is in line with Council's Urban Design Strategy.

Legal Implications

17. The implementation of the design would involve tendering and contracting based on Council's standard procurement and tendering processes.
18. Installation of the LED lights on the adjoining private property would require a Section 173 agreement between Council and the owners of the affected private properties.

Other Issues

19. Concerns were recently raised by a resident at the Council meeting on 5 March 2013 regarding graffiti and the existing mural on the wall abutting Post Office Lane.
20. Preparation of a program for commissioning of new murals along Post Office Walk on a three year rotation basis does not have any direct bearing on the implementation of the project. If funding is available within the current project budget there is scope to incorporate the work into the project. Alternatively, the work can occur at a later time when funding becomes available.

Conclusion

21. Consultation has demonstrated support for upgrading Post Office Walk. The draft designs have addressed issues raised in previous consultation and no adverse responses or new design issues were received during the public exhibition of the draft designs.
22. Accordingly, the project design can now be completed, based on the exhibited draft designs (refer Attachment 1), and implemented.
23. Council officers can prepare a program for three year rotation of the artwork along Post Office Walk and investigate the feasibility of commissioning of new murals in 2013.

RECOMMENDATION

1. That:

- (a) Council endorse the design for improvements to Post Office Walk, Richmond for implementation; and
- (b) officers investigate the feasibility of commissioning new murals along Post Office Walk as part of the current project and within the current project budget.

CONTACT OFFICER: Mark Gebbie
TITLE: Public Space Designer
TEL: 9205 5182

Attachments

1 Post Office Walk Design Concept

Attachment 1 - Post Office Walk Design Concept



VICTORIA STREET



POST OFFICE WALK LOOKING NORTH TO SOUTH



POST OFFICE WALK LOOKING WEST TO EAST



SITE CONTEXT



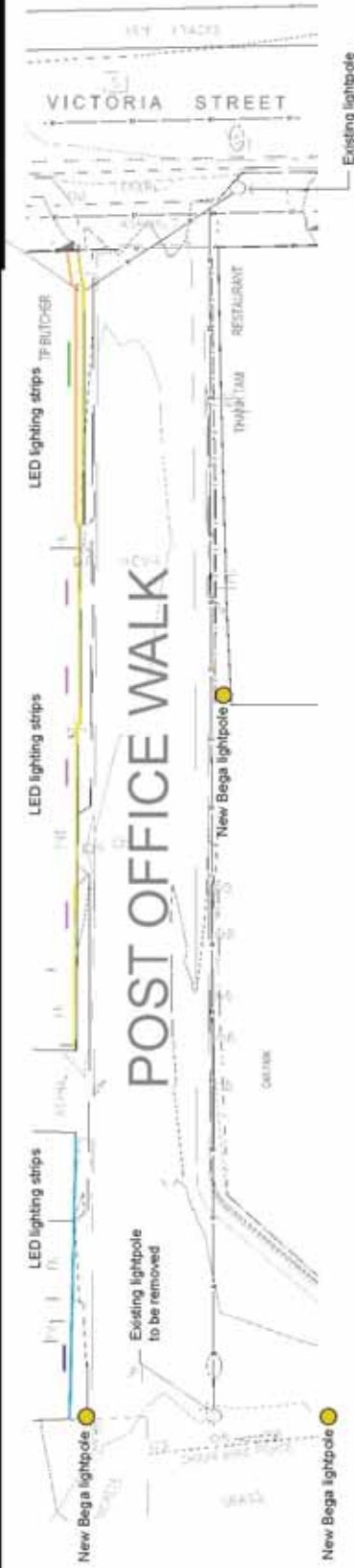
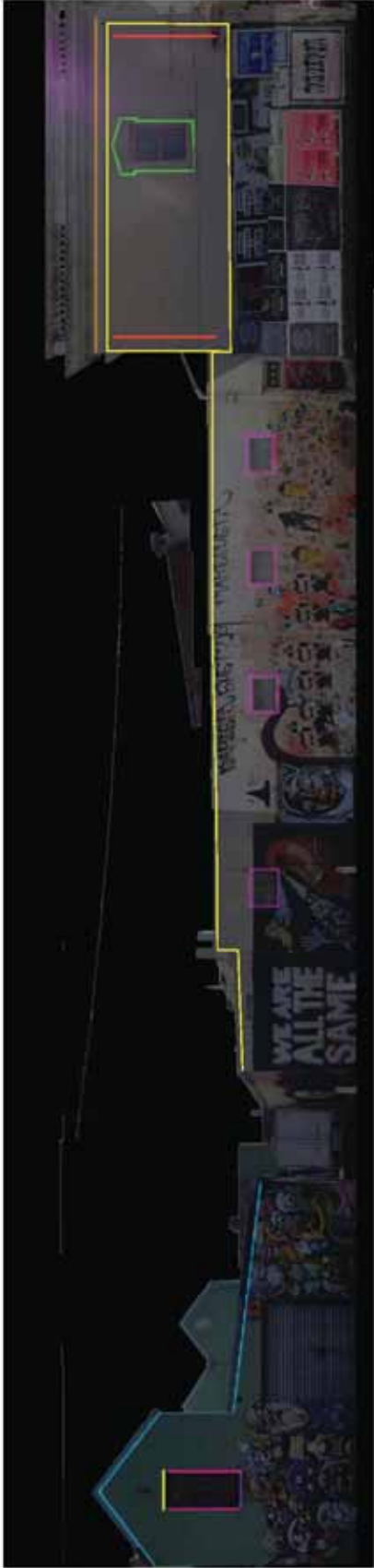
SITE LOCATION

Blue colour indicates the extent of proposed works in Post Office Walk

POST OFFICE WALK LANEWAY UPGRADE



Attachment 1 - Post Office Walk Design Concept



Pole top luminaires
 with adjustment of light distribution
 Mounting heights 4000 - 5000 mm
 Protection class IP 65
 Die cast aluminium, stainless steel and stainless steel
 Safety glass
 Reflector of pure anodized aluminium
 The luminaires are designed for the following
 pole heights:
 4000 mm
 Pole top height 4000 - 5000 mm
 Pole top Ø 70 mm
 Cable 16mm



LIGHTING PLAN
POST OFFICE WALK
 SEPT 2012
 POL-LED-01
 NOT TO SCALE
DRAFT

10.7 Submission of 3D Plans with Planning Permit Applications

Trim Record Number: D13/13135

Responsible Officer: Manager Statutory Planning

Purpose

1. The purpose of this report is to provide Council with advice on Statutory Planning Officers ability to ask for 3D images as a requirement for certain types of development applications.

Background

2. At its Ordinary Meeting of 3 July 2012, Council resolved:

“That officers report to the September Council meeting outlining the following:

1. *The ability of Council to request the submission of three dimensional (3D) imaging in addition to two dimensional (2D) plans with planning applications and the process for achieving this objective including the pre-application process;*
2. *The potential benefits of (3D) visualisation and particularly, the advantages of (3D) compared to (2D) drawings to assist Councillors and objectors to:*
 - (i) enhance their visual understanding of proposals; and*
 - (ii) increase their comprehension of applications;*
3. *Which type of planning application should provide (3D) plans;*
4. *Which perspectives in the application should be provided in (3D) with particular reference to:*
 - (i) streetscapes and street views, including adjoining buildings and neighbourhood character;*
 - (ii) visual bulk;*
 - (iii) overshadowing and other amenity impacts on adjoining properties; and*
 - (iv) other relevant elements of the application;*
5. *The cost for the applicant of providing (3D) images and recommendations on cost caps for each applicant relative to the size and complexity of the application; and*
6. *Whether there are any benefits of requesting a copy of the relevant software and file from the applicant to enable officers to interact with the computer model and explore other planning options.”*
3. It is understood that the basis of the motion seeks to assist all stakeholders in their ability to easily read plans and comprehend the potential impacts of an application, particularly where issues relating to visual bulk, overshadowing and streetscape character are concerned. For the purposes of this report, the term 3D plans and perspectives are interchangeable as perspectives are generally 3D images of a development, taken from different angles.

Key Issues

4. Key issues relate to:
 - (a) the potential costs associated with plan preparation;
 - (b) the inability to ask for 3D plans under the Yarra Panning Scheme;
 - (c) the expertise of the person / firm preparing the images; and
 - (d) the impacts associated with scrutinising images for accuracy.

Consultation

5. No formal consultation was undertaken in researching the various aspects of the Council resolution. Advice on the topic was sought from a number of Architects/Draftspersons who have lodged applications with Council.

Financial Implications

6. In the strictest of terms, there would be no financial implications for Council in requesting 3D plans for certain types of planning permit applications (other than those discussed below). Costs associated with preparing and submitting plans would be borne by the permit Applicant.
7. In researching the costs, it became evident that the preparation of properly detailed, accurate 3D plans is an expensive exercise. A number of examples are outlined below.

8. Architect 1

<i>Plan</i>	<i>Cost</i>
Three (3) photo quality images generated from 2D plans. Including neighbouring context (5-6 properties)	\$3000 \$5000-\$7000

9. Architect 2

<i>Plan</i>	<i>Cost</i>
One (1) photo quality image. Each additional image	\$2000 \$800-\$1000

10. Architect 3

<i>Plan</i>	<i>Cost</i>
One (1) image based on simple plans. Larger, more accurate images	\$1000 \$3000

11. Architect 4

<i>Plan</i>	<i>Cost</i>
Basic 3D model (Architect instigated) Additional modelling (client instigated)	\$1500 \$2500

12. Architect 5

<i>Plan</i>	<i>Cost</i>
Basic modelling from 2D plans High quality, accurately rendered images	\$300-\$500 \$1000

13. As can be seen from the above real examples, costs vary and further variances could be expected if images are required from other than immediate vantage points or from more than one property. A number of the respondents also highlighted the time associated with the preparation of images. Preparation time varied though one architect suggested accurate

modelling providing multiple images involves up to 25-30 hours work. Evidently, the more detailed and accurate the modelling, the more expensive and time consuming the exercise would be.

14. It is important to understand that nearly all large developments and major projects are submitted with detailed perspectives that show a proposed development from numerous public vantage points. Senior planning staff dealing with major projects are sometimes able to influence where these vantage points are taken from. Where perspectives have not been provided, senior planning staff have requested them as part of the formal further information process. There have been no known Victorian Civil and Administrative Tribunal (VCAT) challenges to these requests by Yarra planning officers.
15. Notwithstanding the above, in the event a permit applicant were to challenge at VCAT a formal request for submission of 3D plans at the further information stage, costs may be awarded against Council if the request is deemed to be unreasonable, onerous or unlawful and officers persist in making the request.

Economic Implications

16. There are no known economic implications.

Sustainability Implications

17. There are no known sustainability implications.

Social Implications

18. There are no known social implications. The provision of clear and accurate information to nearby owners and occupiers is important so that judgments on planning applications can be formed.

Human Rights Implications

19. There are no known human rights implications.

Council Plan, Strategy and Policy Implications

20. In terms of local policies, there are a number of provisions within the Yarra Planning Scheme (the Scheme) that assist with the assessment of development applications. The most relevant sections are as follows:
 - (a) Clause 22.02 – Development Guidelines for Sites Subject to the Heritage Overlay;
 - (b) Clause 22.05 – Interface Uses Policy;
 - (c) Clause 22.07 – Development Abutting Laneways;
 - (d) Clause 22.10 – Built Form and Design Policy;
 - (e) Clause 22.13 – Residential Built Form Policy;
 - (f) Clause 22.14 – Development Guidelines for Heritage Places in the World Heritage Environs Area;
 - (g) Clause 52.35 – Urban Context Report and Design Response for Residential Development of Four or more Stories;
 - (h) Clause 54.01 – Neighbourhood and Site Description and Design Response; and
 - (i) Clause 55.01 - Neighbourhood and Site Description and Design Response.
21. Whilst the above provisions deal with various types of development, not all have applications requirements. Those that do are outlined in the following section of this report.

Legal Implications

22. The *Planning and Environment Act (1987)* [the Act], gives statutory weight to the Victorian Planning Provisions (VPPs). The VPPs set out the way the planning system operates in Victoria. Planning schemes are the tools that give effect to the VPPs.
23. All planning schemes across the State comprise a State Planning Policy Framework, a Local Planning Policy Framework (which includes Council's local policies), Zones, Overlays,

Particular Provisions (which include State provisions such as ResCode) and General Provisions.

24. The Act also defines what constitutes a formal planning permit application. Pursuant to section 47(1) of the Act, an application must (amongst other matters):
 - (a) be made to the Responsible Authority in accordance with the regulations; and
 - (b) be accompanied by the prescribed fee; and
 - (c) be accompanied by the information required by the Planning Scheme.
25. Technically, Council has no ability to ask for information that is not required by the Scheme. Relevant sections of the Scheme have been outlined above and whilst there are a number of Particular Provisions that give direction about what information planning officers can ask for, there are none that call specifically for the submission of 3D plans for the assessment of a planning permit application.
26. At the local level, none of Council's local polices specifically ask for the submission of 3D plans. The Built Form and Design Policy at Clause 22.10 outlines application requirements in relation to a design response. Amongst other matters, the following information, as appropriate, can be requested:
 - (a) proposed building heights in relation to the heights of surrounding buildings (include elevations and cross sectional drawings);
 - (b) correctly proportioned street elevation or photo montage showing the development in the context of surrounding buildings;
 - (c) photomontage(s) showing the visual impact of the development when viewed from other key short, mid and long-range views.
27. However, the policy does not apply to heritage overlay areas or residential development. It is therefore of limited use particularly given it cannot be used for house extensions or residential apartment buildings.
28. At the State level, the other most direct requirement in the Scheme for the submission of plans is taken from the Particular Provisions sections of the Scheme at clauses 54.01, 55.01 (ResCode) and 52.35. All 3 clauses have a design response section that outlines the following:

The design response must include correctly proportioned street elevations or photographs showing the development in the context of adjacent buildings. If in the opinion of the Responsible Authority this requirement is not relevant to the evaluation of an application, it may waive or reduce the requirement.
29. It is on this basis that correctly dimensioned layout and elevation plans are required to assess an application. 3D plans, perspectives and models, whilst useful, are not necessary to assess an application, nor are they required under the Scheme and therefore the Act.

Other Issues

30. In the event that 3D plans were to be requested for various types of development applications, numerous questions around the integrity of the plans are raised. Mechanisms would need to be in place to ensure the plans were accurate and consistent in terms of their detail. Whilst planning staff hold relevant tertiary qualifications and can assess layout and elevations plans, checking the accuracy of 3D plans may require additional training or require internal referral to the Urban Design Unit. This may have resourcing impacts in terms of officer time. Further, if 3D plans are inaccurate, and there are no mechanisms in place to ensure their accuracy, officers may be misled in their assessments and recommendations.
31. Another factor that is problematic is the ability/competency of a permit applicant's designer (architect/draftsperson) to prepare 3D plans or even perspectives, particularly for the smaller, more common permit applications, i.e. 2 storey house extensions, townhouses etc. It is understood that there are a number of computer software programs that could be used to prepare 3D plans and perspectives. In the event an architect/draftsperson did not have the ability to prepare such plans, Planning Officers simply do not have the ability to suggest to an

applicant that they change their architect/draftsperson. To do so would be inappropriate, would raise serious questions of integrity and could expose planning officers and therefore Council to various allegations.

32. Section 54 of the Act is the formal mechanism under which planning officers request further information. This task is delegated to planning officers to undertake. If Council resolves to direct planning officers to ask for 3D plans on a mandatory basis for certain applications, the current Deed of Delegation will require review as presently, it does not authorise anyone other than Planning Officers, Coordinators, the Statutory Planning Manager and the Director City Development to undertake this task. Legal advice may need to be sought on this topic to ensure its legality.
33. Whilst Council is developing an ability to create 3D images for its own projects (e.g. structure planning) this could not extend to providing images for all applications or checking accuracy of 3D images provided. It would also be problematic for officers to begin to 'modify' or redesign 3D images provided by applicants. Any redesign request is best dealt with by officers for images to be prepared showing the requested changes with the responsibility for accuracy then with the applicant. It is noted that the applicant may also wish to rethink their proposal in the context of the questions being asked and they should have the opportunity to do so. Simply put, the task of the planning office is to assess and analyse a proposal and not to design the proposal - other than offering suggestions or raising concerns for consideration by the applicant.

Options

34. There are a number of options available to Council. Considering the above, the following commentary is offered in relation to the 6 original motion items:
 - (a) for the reasons outlined above, the planning scheme does not require the submission of 3D imaging with planning permit applications. Further, requiring 3D imaging at the pre-application stage would be onerous given designs are usually only concepts at this stage and having regard to the costs associated with their preparation;
 - (b) 3D images may assist in providing a better understanding of a proposal in its context. However, this is on the assumption that any stakeholder looking at standard layout plans or elevations cannot understand them;
 - (c) Should the Council wish to proceed with requiring applicants to lodge 3D plans then the following circumstances should apply:
 - (i) development applications that comprise a 2 storey extension or greater,
 - (ii) new dwellings or apartment buildings.

It is noted that perspectives and photomontages are generally already provided with large scale applications and major projects where there may be impacts on the public realm.

- (d) in the event 3D plans were to be required, to achieve the aim of the motion, they would be most useful if they were submitted showing the proposed development in the context of:
 - (i) all adjoining properties with an outlook to a 2 storey extension of greater, or any new development that exceeds 3 storeys (multiple images depending on how many adjoining properties there are). This may assist with visualising building bulk concerns, amenity impacts and possibly overshadowing. It is unknown whether 3D shadow diagrams would add an additional layer of complexity in terms of preparation, above and beyond 3D plans and perspectives;
 - (ii) streetscapes where a new dwelling is proposed, an extension is visible from the street, or a new townhouse development or apartment building is proposed. Views would be best requested from directly opposite the site and 2 additional views from each oblique angle;
 - (iii) would need to be built into a policy inserted into the Yarra Planning Scheme to ensure legitimacy of process; and

- (e) it is difficult to provide definitive costs to the applicant with regard to providing 3D images. Variables include the computer software program, the expertise of the person/firm preparing the images and the differences in site context for each application.

Conclusion

- 35. Requiring the submission of 3D images at the further information stage would be onerous for smaller applications. It appears that the costs associated with their preparation is expensive.
- 36. Whilst 3D images may be useful for the assessment of a planning permit application, they are not necessary and further, they are not required under the Yarra Planning Scheme and therefore not required under the Planning and Environment Act (1987).
- 37. Further, whilst 3D plans / images would provide some assistance to the general public to better understand a proposal some issues arise – these can be summarised as follows:
 - (a) there is no compulsion for persons to lodge 3D plans with planning applications although many major proposals do provide these images;
 - (b) the planning office does not have the technical skills to ensure the 3D plans are accurate – hence, the reliance on the applicants consultants skill and capacity;
 - (c) the level of accuracy may be different dependent on the ability and experience of the applicant designer – for larger applications the designers office most probably has the capacity within the office – for other applications this may not be present possibly resulting in 3D plans at times that are not accurate;
 - (d) the cost is significant for an applicant which may not be reasonable for smaller domestic type of applications;
 - (e) the office does not have the internal capacity to undertake 3D plans should an applicant opt not to provide them;
 - (f) providing 3D images at the pre application stage is too onerous as the proposal may be modified following that dialogue;
 - (g) it is not the role of the planning office to design a proposal but to simply assess and analyse it to see if it is worthy of support against the Victorian Planning provisions; and
 - (h) It is also noted that Council cannot mandate a requirement for 3D plans – it would be a guideline that the office would operate to but an applicant could refuse to provide the plans.
- 38. Whilst Council is developing an ability to create 3D images for its own projects (e.g. structure planning) this could not extend to providing images for all applications or checking accuracy of 3D images provided. It would also be considered problematic for officers to begin to ‘manipulate’ 3D images provided by applicants – this would be best a request by officers for images to be prepared showing requested changes.
- 39. Nevertheless, if Council wishes to pursue the requirement of 3D plans it can set up that expectation as an internal protocol but that cannot be enforced. Alternatively, Council could seek to amend the Planning Scheme but that would require ‘authorisation’ from the Minister.
- 40. In summary, it is considered best to retain the current position of the planning office seeking 3D plans for large / complex applications which are generally provided in any event.

RECOMMENDATION

1. That Council note the officer report regarding 3D plans for planning permit development applications in response to a Council request for a report.
2. That the current practice of requesting 3D images / perspectives for all large scale development and major projects be endorsed and continued.

CONTACT OFFICER: Matthew Cohen
TITLE: Coordinator Statutory Planning
TEL: 9205 5123

Attachments

There are no attachments for this report.

10.8 Proposed Motions for ALGA National Conference June 2013 and MAV State Council May 2013

Trim Record Number: D13/24217

Responsible Officer: Executive Manager Governance

Purpose

1. To adopt and approve motions for submission to the Australian Local Government Association (ALGA) National General Assembly to be held in June 2013 and the MAV State Council to be held 16 May 2013.

Background

2. Council has in recent years successfully submitted a number of motions to each of the ALGA National General Assembly and MAV State Council.
3. Council has generally been represented at both the National General Assembly by one or two Councillors, in order to present the Council's motions and also meet with Councillors from around the nation and learn of issues being addressed by local governments and importantly, methods of dealing with same.

Consultation

4. Invitations have been extended to all Councillors and senior Officer to propose suggested motions for consideration by Council for submission to each of the National Peak Body and the peak State Body.
5. ALGA sets parameter themes for motions to be submitted. This requirement is intended to streamline the processing of motions from many Councils.

Financial Implications

6. Council has previously authorised the attendance of Councillors at the ALGA National Convention.

Economic Implications

7. There are no economic implications.

Sustainability Implications

8. There are no sustainability implications.

Social Implications

9. In respect of each of the Economic, Sustainability and Social Implications, attendance at both the MAV State Council and the National General Assembly provide an excellent opportunity for Yarra Councillor/s to meet with other Councillors from across the nation and to learn of a range of local government programs, projects and processes which could be of value to Yarra City and its residents.

Human Rights Implications

10. There are no Human Rights implications associated with this report.

Council Plan, Strategy and Policy Implications

11. The proposed motions are consistent with Council's established policy position on the relevant subjects.

Legal Implications

12. There are no legal issues concerned with attendance by Councillors at the National General Assembly, save that details of interstate travel (dates, attendees and costs) must be

recorded in the interstate travel register, in accordance with the *Local Government (General) Regulations 2004*, in respect of the National General Assembly.

Other Issues

13. None applicable.

Options

14. None applicable.

Conclusion

15. That Council endorse the listed motions proposed for submission to the National General Assembly 2013 and the MAV State Council as noted. **Attachment 1.**

RECOMMENDATION

1. That Council endorse the listed motions as attached, for submission to the National General Assembly June 2013 and MAV State Council May 2013, as noted.

CONTACT OFFICER: Ivan Gilbert
TITLE: Executive Manager Governance
TEL: 9205 5110

Attachments

1 Motions to ALGA National General Assembly and MAV State Council

Attachment 1 - Motions to ALGA National General Assembly and MAV State Council

Motions for Submission to the:

A. ALGA National General Assembly 2013:

Motion No. 1: Foundations for the Future – Twenty 13:--Infrastructure and Service Funding

That this National General Assembly call for the Federal Government:

- (a) to note:
 - (i) successive ALGA motions in previous years highlighting problems in funding urban and regional public transport infrastructure, social housing, education, and health services by the States and Local Government infrastructure and services to meet population growth; and
 - (ii) fiscal imbalances between Commonwealth, State and Local Governments in meeting their responsibilities for the above; and
- (b) to raise through the COAG Agenda, the need for re-alignment of federal funding arrangements so that levels of Government in Australia have a more efficient match between their responsibilities and their finances.

Background:

There is a significant imbalance between Federal, State, and Local Government responsibilities to deliver infrastructure and services and their funding capacity as set out in the table below.

Given these disparities there is diminishing capacity to pay for infrastructure at State and Local Government levels. This has resulted in core infrastructure needs, such as public transport, health, education and community facilities not being adequately provided. State and local government funding shortfalls have reached critical levels.

The lack of financial capacity for State and Local Governments to deliver the infrastructure and services for which they are responsible, creates inefficiencies in our federal system of government. Considerable resources are applied by local government in applying for non-recurrent grants and government grants for basic ongoing community needs. Similarly, other tiers of government expend resources in assessing grant applications. There is also considerable duplication of administrative arrangements to oversight funding arrangements and grants.

Attachment 1 - Motions to ALGA National General Assembly and MAV State Council

It is considered that ALGA should raise at COAG, the need for a more effective federal system with re-alignment of federal funding arrangements so that levels of Government in Australia have a more efficient match of their responsibilities with their finances

Extract - Local Government in Australia

Table 1.4: Share of Taxation revenue, by sphere of Government and source of revenue 2009-10

	Federal	State	Local	Total
Revenue Source	%	%	%	%
Tax on income	56.2	-	-	56.2
Employers payroll taxes	0.2	5	-	5.2
Property taxes	-	6.1	3.5	9.6
Taxes on Property	23.7	3	-	26.7
Taxes on provision of goods and services				
Taxes on use of goods and performance activities	0.2	2.3	-	2.5
Total	80.3	16.4	3.5	100.00

Notes: Figures may not add to totals due to inclusion of external territories and rounding:

- nil or rounded to zero

Source: ABS, Taxation Revenue, Australia, 2009-10, cat. No. 5506.0

Motion No. 2 Foundations for the Future – Twenty 13: Local Government Representation on COAG

That the delegates to this National General Assembly request the ALGA to lobby the Federal Government for greater representation for Local Government at COAG (Council of Australian Governments) to provide:

- (a) preferably one (1) seat for each State; or
- (b) at least two (2) seats nationally.

Background:

Local Governments across Australia provide an extremely comprehensive range of essential community services and infrastructure both in their own right and as agents for Federal and State Governments.

Community rightly expects efficiency and effective service provision by its various levels of government and there have been examples of very successful direct Commonwealth to Local Government funding schemes undertaken in this capacity.

Attachment 1 - Motions to ALGA National General Assembly and MAV State Council

An effective communication and co-ordination stream is critical to ensure effective advocacy, understanding of community expectation and importantly, the planning and delivery of services by each level of government to ensure the efficiency which community rightly expects and deserves.

Having regard to the number of local government units across the nation and the diversity of the communities which they represent, an increased representation on COAG is considered essential.

Local Government representation on COAG on the basis of one representative for each State will more appropriately reflect the diversity of community interest in the process of government and also the spirit of general partnership between the levels of government.

B. MAV State Council May 2013

Motion No. 1: Foundations for the Future:- Infrastructure and Service Funding

That this State Council call for the State and Federal Governments:

- (a) to note:
 - (i) successive MAV and in fact ALGA motions in previous years highlighting problems in funding urban and regional public transport infrastructure, social housing, education, and health services by the States and Local Government infrastructure and services to meet population growth; and
 - (ii) fiscal imbalances between Commonwealth, State and Local Governments in meeting their responsibilities for the above; and
- (b) to raise through all available avenues including the COAG Agenda, the need for re-alignment of federal funding arrangements so that levels of Government in Australia have a more efficient match between their responsibilities and their finances.

Background:

There is a significant imbalance between Federal, State, and Local Government responsibilities to deliver infrastructure and services and their funding capacity as set out in the table below.

Attachment 1 - Motions to ALGA National General Assembly and MAV State Council

Given these disparities there is diminishing capacity to pay for infrastructure at State and Local Government levels. This has resulted in core infrastructure needs, such as public transport, health, education and community facilities not being adequately provided. State and local government funding shortfalls have reached critical levels.

The lack of financial capacity for State and Local Governments to deliver the infrastructure and services for which they are responsible, creates inefficiencies in our federal system of government. Considerable resources are applied by local government in applying for non-recurrent grants and government grants for basic ongoing community needs. Similarly, other tiers of government expend resources in assessing grant applications. There is also considerable duplication of administrative arrangements to oversight funding arrangements and grants.

It is considered that ALGA should raise at COAG, the need for a more effective federal system with re-alignment of federal funding arrangements so that levels of Government in Australia have a more efficient match of their responsibilities with their finances

Extract - Local Government in Australia

Table 1.4: Share of Taxation revenue, by sphere of Government and source of revenue 2009-10

	Federal	State	Local	Total
Revenue Source	%	%	%	%
Tax on income	56.2	-	-	56.2
Employers payroll taxes	0.2	5	-	5.2
Property taxes	-	6.1	3.5	9.6
Taxes on Property	23.7	3	-	26.7
Taxes on provision of goods and services				
Taxes on use of goods and performance activities	0.2	2.3	-	2.5
Total	80.3	16.4	3.5	100.00

Notes: Figures may not add to totals due to inclusion of external territories and rounding:

- nil or rounded to zero

Source: ABS, Taxation Revenue, Australia, 2009-10, cat. No. 5506.0

10.9 Audit Committee Chairperson Appointment

Trim Record Number: D13/27588

Responsible Officer: Director Corporate and Financial Services

Purpose

1. To seek Council approval for the appointment of the Audit Committee Chairperson for 2013 as recommended by the Audit Committee.

Background

2. The revised and adopted Audit Committee Charter specifies the process required for the appointment of the Audit Committee Chairperson each year and this appointment requires Council approval.
3. The Audit Committee consists of five members, comprising: The Mayor or an appointed alternative councillor; one other councillor; and three independent members.
4. The charter requires the Chairperson of the Committee to be an independent member appointed by the Council annually.
5. The current Councillor members are: The Mayor, Cr Fristacky; and Cr Coleman, and observer councillors: Cr Huggins; and Cr Vlahogiannis.
6. The current independent members are: Mr Robert Yeo; Mr Mike Said; and Mr John Purcell.

Consultation

7. Members of the audit committee discussed the chairperson role for 2013 at the February 2013 Audit Committee meeting.
8. A formal resolution was drafted: *"That the Committee recommends that Council endorse the Audit Committee's appointment of Mr Robert Yeo as Chair of the Audit Committee for the audit year ending 31 October 2013."*

Financial Implications

9. No financial implications.

Economic Implications

10. No economic implications.

Sustainability Implications

11. No sustainability implications.

Social Implications

12. No social implications.

Human Rights Implications

13. No human rights implications.

Council Plan, Strategy and Policy Implications

14. No Council plan, strategy and policy implications.

Legal Implications

15. The Audit Committee is an advisory committee to Council and the Audit Committee Charter as adopted by Council requires Council to approve the appointment of the Audit Committee Chairperson annually.

Other Issues

16. No other issues.

Options

17. No other options.

Conclusion

18. The Audit Committee resolved in February 2013 that Council endorse the Audit Committee's appointment of Mr Robert Yeo as Chair of the Audit Committee for the audit year ending 31 October 2013.

RECOMMENDATION

1. That Council approve the appointment of Mr Robert Yeo as Chair of the Audit Committee for the audit year ending 31 October 2013.

CONTACT OFFICER: Philip Mason
TITLE: Manager Finance
TEL: 9205 5449

Attachments

There are no attachments for this report.

11.1 Notice of Motion No. 4 of 2013 - Proposal to Rename East Richmond Station

Trim Record Number: D13/31482

Responsible Officer: Executive Manager Governance

I, Councillor Phillip Vlahogiannis, hereby give notice that it is my intention to move the following motion at the Ordinary Meeting of Council to be held on 9 April 2013:

“That Council:

- (a) supports the re-naming of East Richmond Station as Cremorne Station having regard to:
 - (i) the location of the station within the suburb of Cremorne; and*
 - (ii) the existence of a Cremorne Station in the area, during the 19th century, that serviced the Cremorne Leisure Gardens, from which the suburb of Cremorne takes its name;**
- (b) requests Council officers to liaise with the Department of Transport and/or any other authorities in furtherance of this name change;*
- (c) acknowledges the support and enthusiasm of the Richmond and Burnley Historical Society Inc. for the name change; and*
- (d) requests council officers to consult with the Richmond and Burnley Historical Society Inc. in order to develop options for commemorating the history of Cremorne in conjunction with the name change, including, but not limited to the installation of public art and the provision of visitor information.”*

BACKGROUND

The suburb of Cremorne – bounded by Punt Road, Swan Street, Church Street and the Yarra River – was formally created in 1999. Cremorne is named after the Cremorne Leisure Gardens, which were established in 1853 within the boundaries of suburb and extended from what is today Balmain Street down to the north bank of the Yarra River. A key access point to the Gardens was the Cremorne train station, which was located near the Rosella factory complex.

The only train station remaining within Cremorne is East Richmond station. That train station was originally called Swan Street station. It was re-named East Richmond station simply because it was east of Richmond Station.

Re-naming of train stations, is not without precedent in Melbourne. Relatively recently Museum Station was re-named Melbourne Central Station and Spencer Street Station was re-named Southern Cross Station.

The original Cremorne Station is no longer. The establishment of Cremorne as a suburb, however, affords the opportunity to align the name of East Richmond Station with its location within the suburb, as well as to pay tribute to the history of the area.

Earlier this year, the Richmond and Burnley Historical Society Inc. (RBHS) conducted a walking tour of Cremorne. The historical facts mentioned above are drawn from that walking tour. Cr Vlahogiannis attended the walking tour and mentioned the possibility of Council pursuing the re-naming of East Richmond Station to Cremorne Station. This suggestion was received with enthusiasm by the representatives of RBHS.

RECOMMENDATION

1. That Council:
 - (a) supports the re-naming of East Richmond Station as Cremorne Station having regard to:
 - (i) the location of the station within the suburb of Cremorne; and
 - (ii) the existence of a Cremorne Station in the area, during the 19th century, that serviced the Cremorne Leisure Gardens, from which the suburb of Cremorne takes its name;
 - (b) requests Council officers to liaise with the Department of Transport and/or any other authorities in furtherance of this name change;
 - (c) acknowledges the support and enthusiasm of the Richmond and Burnley Historical Society Inc. for the name change; and
 - (d) requests council officers to consult with the Richmond and Burnley Historical Society Inc. in order to develop options for commemorating the history of Cremorne in conjunction with the name change, including, but not limited to the installation of public art and the provision of visitor information.

13. Confidential business reports

The following items were deemed by the Chief Executive Officer to be suitable for consideration in closed session in accordance with section 89 (2) of the *Local Government Act 1989*. In accordance with that Act, Council may resolve to consider these issues in open or closed session.

RECOMMENDATION

1. That the meeting be closed to members of the public, in accordance with section 89 (2) of the *Local Government Act 1989*, to allow consideration of:
 - (a) Contractual matters
 - (b) Matters prejudicial to Council and/or any person
 - (c) Matters relating to the security of Council property

2. That all information contained within the Confidential Business Reports section of this agenda and reproduced as Council Minutes be treated as being and remaining strictly confidential in accordance with the provisions of sections 77 and 89 of the *Local Government Act 1989* until Council resolves otherwise.