

# Agenda

## Council Meeting

**Monday, 24th May 2021**

Commencing at 7.00pm

Council Chamber  
1230 Nepean Highway, Cheltenham

[kingston.vic.gov.au](http://kingston.vic.gov.au)

Tim Tamlin  
Interim Chief Executive Officer  
Kingston City Council



**Notice** is given that a Meeting of Kingston City Council will be held at 7.00pm at Council Chamber, 1230 Nepean Highway, Cheltenham, on Monday, 24 May 2021.

**1. Apologies**

**2. Confirmation of Minutes of Previous Meetings**

Minutes of Council Meeting 26 April 2021

Minutes of Council Meeting 3 May 2021

Minutes of Council Meeting 17 May 2021

**3. Foreshadowed Declaration by Councillors, Officers or Contractors of any Conflict of Interest**

*Note that any Conflicts of Interest need to be formally declared at the start of the meeting and immediately prior to the item being considered – type and nature of interest is required to be disclosed – if disclosed in writing to the CEO prior to the meeting only the type of interest needs to be disclosed prior to the item being considered.*

**4. Petitions**

Alex Avenue Moorabbin – Parking

Dog Beach Winter Schedule

KP-2020/691 - Lot 2 Clarinda Road, Oakleigh South (2 petitions)

**5. Presentation of Awards**

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## **8. Planning and Development Reports**

## Council Meeting

24 May 2021

Agenda Item No: 8.1

### TOWN PLANNING APPLICATION DECISIONS - APRIL 2021

Contact Officer: Carly De Mamiel, Senior Customer Liaison and Administration Officer

#### Town Planning Application Decisions – April 2021

Approved By: Paul Marsden – Acting General Manager, Planning & Development

Author: Alfred Carnovale – Manager, City Development

Attached for information is the report of Town Planning Decisions for the month of April, 2021.

A summary of the decisions is as follows:

Type of Decision	Number of Decisions Made	Percentage (%)
Planning Permits	70	77
Notice of Decision	8	9
Refusal to Grant a Permit	3	3
Other - Withdrawn (7) - Prohibited (0) - Permit not required (0) - Lapsed (3) - Failure to Determine (0)	10	11
<b>Total</b>	<b>91</b>	<b>100</b>

(NB: Percentage figures have been rounded)

#### OFFICER RECOMMENDATION

That the report be noted.

#### Appendices

Appendix 1 - Town Planning Application Decisions April 2021 (Ref 21/108262) 

Author/s: Carly De Mamiel, Senior Customer Liaison and Administration Officer

Reviewed and Approved By: Naomi Crowe, Team Leader City Development Administration

# 8.1

## TOWN PLANNING APPLICATION DECISIONS - APRIL 2021

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Planning Decisions April, 2021							
APPL. No.	PROPERTY ADDRESS	SUBURB	APPL. DATE	DATE DECIDED	PROPOSAL DESCRIPTION	DECISION	VCAT DECISION
KP-2021/139	20 Elora Road	OAKLEIGH SOUTH	23/03/2021	1/04/2021	Subdivide the Land into Two (2) Lots	Permit	No
KP-2020/624	14 Elizabeth Street	MENTONE	21/10/2020	1/04/2021	The development of four (4) dwellings	Permit	No
KP-2020/663	330 Lower Dandenong Road	MORDIALLOC	12/11/2020	1/04/2021	The use of the land as a materials recycling facility, building and works to construct a site office, dome shelter and storage containers, the removal of native vegetation, a reduction in the car parking requirement and alterations to the access to a road in a Road Zone, Category 1 (Lower Dandenong	Lapsed	No
KP-2019/343	334 Boundary Road	DINGLEY VILLAGE	5/06/2019	1/04/2021	To construct and carry out works to extend the existing hotel and increase the licensed area for the supply and consumption of liquor	Permit	No
KP-2019/569	260-280 Chesterville Road	MOORABBIN	6/09/2019	1/04/2021	Use and Development of the land for a staged mixed-use development comprising Offices, Medical Centre, Food and Drink Premises (excluding Bar and Hotel), Child Care Centre, create/alter access to a road in a Road Zone Category 1 and associated works in accordance with the endorsed plans	Permit	No
KP-2020/187	95-97 Beach Road	MENTONE	14/04/2020	5/04/2021	Subdivide the Land into Twenty-Seven (27) Lots (Staged subdivision) on land affected by a Heritage Overlay and adjacent to a Road Zone, Category 1.	Permit	No

KP-2021/119	42-46 Cochranes Road	MOORABBIN	16/03/2021	5/04/2021	Building and works	Permit	No
KP-2020/688	Unit 12 605 Nepean Highway	BONBEACH	24/11/2020	6/04/2021	The development of land for alterations and additions to the existing dwelling on a lot less than 300 square metres	Lapsed	No
KP-2020/716	Shop 1027W 1156 Nepean Highway	CHELtenham	4/12/2020	7/04/2021	Use the land for the sale and consumption of liquor (Restaurant Cafe Licence) associated with the existing Food and Drink Premises	Permit	No
KP-2020/396	17 Hadkinson Street	CLAYTON SOUTH	13/07/2020	8/04/2021	The development of land for the construction of one (1) double storey dwelling to the rear of the existing dwelling and extension to the existing dwelling	Permit	No
KP-2020/670	1 8 Byron Street	CLAYTON SOUTH	17/11/2020	8/04/2021	Subdivide the Land into Two (2) Lots	Permit	No
KP-2020/743	20 Wandoo Avenue	CLARINDA	16/12/2020	8/04/2021	Subdivide the Land into Three (3) Lots	Permit	No
KP-2020/748	53 Crawford Road	CLARINDA	17/12/2020	8/04/2021	Subdivide the Land into Two (2) Lots	Permit	No
KP-2018/20/A	84 Mills Road	BRAESIDE	13/01/2021	8/04/2021	Construction of a shed	Permit	No
KP-2021/27	1 2 Garden Boulevard	DINGLEY VILLAGE	28/01/2021	8/04/2021	Use of the land for the sale and consumption of liquor	Withdrawn	No
KP-2020/218	92 Wilson Street	CHELtenham	29/04/2020	8/04/2021	The development of land for two (2) dwellings	Permit	No
KP-2020/254	111 Lower Dandenong Road	MENTONE	15/05/2020	9/04/2021	Development of one (1) dwelling to the rear of an existing dwelling and extension to the existing dwelling and alter access to a Road Zone, Category 1	Notice of Decision	No
KP-1999/67	1000 Nepean Highway	MOORABBIN	8/02/1999	9/04/2021	To erect three (3) internally illuminated business signs on this site	Withdrawn	No



KP-2020/648	9 Sinclair Avenue	EDITHVALE	6/11/2020	9/04/2021	Extension to the existing dwelling and development of a second dwelling	Notice of Decision	No
KP-2018/385	4 Horscroft Place	MOORABBIN	22/05/2018	12/04/2021	Develop the land for the construction of two or more dwellings on a lot, buildings and works that exceed the Building Height set out in the Precinct Requirements and works within a Special Building Overlay	Permit	No
KP-2020/641	6 Gladstone Avenue	ASPENDALE	30/10/2020	12/04/2021	The development of one (1) dwelling on a Lot less than 300 square metres	Permit	No
KP-2021/58	Unit 1 13 Ashley Park Drive	CHELSEA HEIGHTS	10/02/2021	13/04/2021	The use of the land for an emergency services facility and buildings and works to install four new roller doors on the eastern elevation	Permit	No
KP-2019/605	10 Iluka Avenue	ASPENDALE	20/09/2019	13/04/2021	The development of land for two (2) dwellings	Notice of Decision	No
KP-2020/436	4 Owen Street	MORDIALLOC	30/07/2020	13/04/2021	Develop the land for the construction of two (2) dwellings	Permit	No
KP-2020/610	32 Fraser Avenue	EDITHVALE	14/10/2020	13/04/2021	The development of land for two (2) double storey dwellings	Permit	No
KP-2021/132	2-4 Eskay Road	OAKLEIGH SOUTH	24/03/2021	13/04/2021	Construct buildings and works within the Industrial 1 Zone	Permit	No
KP-2020/575	62 Eulinga Avenue	ASPENDALE	29/09/2020	13/04/2021	The development of two (2) double storey dwellings	Permit	No
KP-2019/324/A	11 Tennyson Street	CARRUM	2/02/2021	13/04/2021	In accordance with the endorsed plans, the Development of two (2) dwellings.	Notice of Decision	No
KP-2021/130	45 Frank Avenue	CLAYTON SOUTH	17/03/2021	13/04/2021	Subdivide the Land into Two (2) Lots	Permit	No
KP-2020/565	4 Kershaw Street	PARKDALE	24/09/2020	14/04/2021	The development of two (2) dwellings	Permit	No
KP-2020/695	15 Sandford Street	HIGHETT	25/11/2020	14/04/2021	Subdivide the land into two (2) lots	Permit	No

KP-2018/686/B	2 49 The Corso	PARKDALE	27/07/2020	14/04/2021	The development of two (2) dwellings and associated works in accordance with the endorsed plans	Permit	No
KP-2011/19/C	90 Fairbank Road	CLAYTON SOUTH	8/05/2020	15/04/2021	Amend the Planning Permit and endorsed plans by constructing a new building to the rear of the site, increase of staff from 10 to 15, amend limitations on waste stockpile heights, display business identification signage and reduce the car parking requirements of Clause 52.06	Withdrawn	No
KP-2020/426	1169 Nepean Highway	HIGHETT	27/07/2020	15/04/2021	Develop a two (2) storey apartment building comprising seven (7) dwellings in a Design and Development Overlay 12 and create/alter access to a road in a Road Zone Category 1	Permit	No
KP-2021/42	1418A Centre Road	CLAYTON SOUTH	3/02/2021	15/04/2021	The use of the land as an indoor recreational facility (indoor bouldering facility) and the display of business identification signage	Notice of Decision	No
KP-2020/704	67 McSwain Street	PARKDALE	7/04/2021	15/04/2021	Construct a dwelling extension on land within a Special Building Overlay	Permit	No
KP-2021/31	101 215 Chesterville Road	MOORABBIN	24/01/2021	15/04/2021	The development of alterations and additions to the existing building, construct or put up for display business identification signage	Lapsed	No
KP-2020/339/A	22 Gipps Avenue	MORDIALLOC	28/03/2021	16/04/2021	Develop the land for the construction of two (2) dwellings	Permit	No
KP-2018/587/B	418 Nepean Highway	PARKDALE	7/08/2020	16/04/2021	Use and develop the land for a Childcare centre, reduction of the parking requirement, alter access to a Road Zone Category 1	Permit	No

KP-2020/474	7 295 Nepean Highway	EDITHVALE	20/08/2020	16/04/2021	The development of an extension to the existing dwelling on a lot less than 300sqm in a Design and Development Overlay Schedule 7	Notice of Decision	No
KP-2020/732	472 South Road	MOORABBIN	11/12/2020	16/04/2021	Use the land and the adjoining footpath for the sale and consumption of liquor (Restaurant Cafe Licence) in accordance with the endorsed plans	Permit	No
KP-2021/145	370-418 Old Dandenong Road	DINGLEY VILLAGE	24/03/2021	16/04/2021	Construct buildings and works within the Green Wedge Zone	Permit	No
KP-2020/714	63A Springs Road	CLAYTON SOUTH	4/12/2020	19/04/2021	The development of alterations and additions to the existing building	Permit	No
KP-1995/110/A	196 Como Parade West	PARKDALE	4/03/2016	19/04/2021	Use and develop the land for the purpose of a licensed restaurant	Permit	No
KP-1995/116/A	178 Lower Dandenong Road	PARKDALE	25/02/2021	19/04/2021	Amend the endorsed plans to include a front fence exceeding 1.5m to Lot 2 on PS 405393V (now known as 178A Lower Dandenong Road Parkdale)	Permit	No
KP-2018/934	22 Stayner Grove	MOORABBIN	21/11/2018	19/04/2021	In accordance with the endorsed plans The construction of three double storey dwellings in a General Residential Zone Removal of an easement	Permit	No
KP-2019/794	19 Imes Street	PARKDALE	14/12/2019	19/04/2021	The development of three (3) dwellings	Permit	No
KP-2020/656	101 Lochiel Avenue	EDITHVALE	10/11/2020	19/04/2021	The development of two (2) double storey dwellings on land affected by a Special Building Overlay	Permit	No
KP-2021/37	3 32 Jarrah Drive	BRAESIDE	29/01/2021	19/04/2021	Change of Use to add a caretakers unit and remove conditions to an existing permit	Withdrawn	No
KP-2021/168	25 Nowra Street	MOORABBIN	7/04/2021	20/04/2021	Construction of a new dwelling	Permit	No

KP-2021/79	41 Boundary Road	MORDIALLOC	23/02/2021	20/04/2021	To alter access to a road in a Road Zone Category 1	Permit	No
KP-2020/199	9 Franklin Street	MOORABBIN	20/04/2020	20/04/2021	The development of land for two (2) dwellings	Permit	No
KP-2020/551	2 Ilma Court	PARKDALE	17/09/2020	20/04/2021	The development of two (2) dwellings on land affected by a Special Building Overlay	Permit	No
KP-2021/72	1 8 Station Street	MOORABBIN	16/02/2021	20/04/2021	Use the land for the sale and consumption of liquor (Restaurant Licence)	Permit	No
KP-2020/92	7-11 Centre Dandenong Road	DINGLEY VILLAGE	17/02/2020	20/04/2021	Develop the land for the construction of four (4) dwellings	Permit	No
KP-2020/621	282-290 Lower Dandenong Road	MORDIALLOC	19/10/2020	21/04/2021	The construction of an industrial building and a reduction in the car parking requirement	Permit	No
KP-2020/169/A	124-126 White Street	MORDIALLOC	2/02/2021	23/04/2021	Development of Seventeen (17) dwellings, reduction in car parking requirement and alter access to a road in a Road Zone Category 1 in accordance with the endorsed plans	Permit	No
KP-2021/197	1 Anchor Street	ASPENDALE	14/04/2021	23/04/2021	Subdivide the Land into Two (2) Lots	Withdrawn	No
KP-2021/186	17 Victoria Street	PARKDALE	12/04/2021	23/04/2021	Subdivide the Land into Two (2) Lots	Permit	No
KP-2016/1078/B	13-15 Chesterville Road	CHELtenham	9/12/2020	23/04/2021	The construction of an eleven (11) storey mixed use building comprising 120 dwellings, five (5) offices and a reduction in the car parking requirement	Permit	No
KP-2018/88/A	60-68 Canterbury Road	BRAESIDE	19/01/2021	23/04/2021	Develop the land for the construction of one (1) building for Industry and one (1) warehouse, business identification signage and a reduction in the associated car	Permit	No

					parking requirement in a Land Subject to Inundation Overlay		
KP-2021/191	22A Second Street	CLAYTON SOUTH	13/04/2021	23/04/2021	Subdivide the Land into Two (2) Lots	Permit	No
KP-2021/196	1 Anchor Street	ASPENDALE	14/04/2021	25/04/2021	Subdivide the Land into Two (2) Lots	Permit	No
KP-2021/204	30A Turner Road	HIGHETT	19/04/2021	25/04/2021	Subdivide the Land into Two (2) Lots	Permit	No
KP-2020/347	26 Clarevale Street	CLAYTON SOUTH	22/06/2020	26/04/2021	Construction of three (3) double storey dwellings	Permit	No
KP-2020/758	8 Tonbridge Street	CARRUM	21/12/2020	26/04/2021	The construction of four (4) double storey dwellings	Notice of Decision	No
KP-2020/744	3 Captain Street	ASPENDALE	16/12/2020	26/04/2021	The development of two (2) dwellings	Permit	No
KP-2020/754	18 Cavanagh Street	CHELtenham	18/12/2020	26/04/2021	The development of two (2) dwellings.	Permit	No
KP-2020/532	50 White Street	MORDIALLOC	10/09/2020	27/04/2021	Subdivide the Land into Three (3) Lots in a Special Building Overlay and adjacent to Road Zone Category 1	Permit	No
KP-2020/297	12 Russell Court	MENTONE	1/06/2020	27/04/2021	Develop three dwellings	Refused	No
KP-2021/102	3 Winsome Street	MENTONE	3/03/2021	27/04/2021	Subdivide the Land into Three (3) Lots	Permit	No
KP-2020/536	Office 2 4 The Strand	CHELSEA	28/09/2020	27/04/2021	Construct and carry out works for an awning for the existing food and drink premises in the Commercial 1 Zone	Permit	No
KP-2020/424	1 Warraweena Road	CLAYTON SOUTH	24/07/2020	27/04/2021	The development of the land for the construction of one (1) double storey dwelling and alterations and additions to the existing dwelling	Notice of Decision	No
KP-2020/390	48 McMillan Street	CLAYTON SOUTH	9/07/2020	28/04/2021	The development of three (3) dwellings	Permit	No
KP-2020/671	6 Barkly Street	MORDIALLOC	17/11/2020	28/04/2021	Develop the land for the construction of two (2) double storey side by side dwellings	Withdrawn	No

KP-2020/511	42 Edmond Street	PARKDALE	1/09/2020	28/04/2021	The development of two (2) dwellings and remove/vary easements	Permit	No
KP-2021/229	6 Meadow Court	DINGLEY VILLAGE	23/04/2021	28/04/2021	Pruning of significant tree	Permit	No
KP-2017/939/A	124-126 Rowans Road	MOORABBIN	23/04/2021	28/04/2021	The development of buildings and works associated with an existing place of worship on land affected by a Special Building Overlay and to put up for display internally illuminated signage.	Permit	No
KP-2021/237	1-3 95-97 Balcombe Road	MENTONE	28/04/2021	29/04/2021	Advertising signage for a food business. please see cover letter with the proposed sizes and location	Rejected	No
KP-2021/13	3 Aonach Street	CLAYTON SOUTH	11/01/2021	29/04/2021	Develop three (3) dwellings	Permit	No
KP-1999/67/A	1000 Nepean Highway	MOORABBIN	29/03/2021	29/04/2021	To erect three (3) internally illuminated business signs on this site	Withdrawn	No
KP-2020/623	4 Plummer Road	MENTONE	20/10/2020	29/04/2021	Develop two (2) dwellings and removal of the drainage easement	Permit	No
KP-2020/747	125 Mentone Parade	MENTONE	17/12/2020	29/04/2021	To use the land and adjoining footpath for the sale and consumption of liquor (Restaurant and Café Licence)	Permit	No
KP-2020/141	1 1299A Nepean Highway	CHELtenham	13/03/2020	29/04/2021	Use and develop the land for a residential hotel and to alter access to a Road Zone, Category 1	Refused	No
KP-2020/727	531 Station Street	CARRUM	10/12/2020	29/04/2021	The construction of seven (7) double storey dwellings	Permit	No
KP-2019/782/A	663 Nepean Highway	CARRUM	17/03/2021	29/04/2021	The development of a second dwelling (to the front of an existing), with associated alterations and additions to the existing dwelling	Permit	No
KP-2020/612	16 Melaleuca Drive	CLARINDA	14/10/2020	30/04/2021	Alterations to the existing dwelling and the development of a second	Permit	No

					dwelling to the rear of an existing dwelling		
KP-2021/153	7-13 Keys Road	MOORABBIN	26/03/2021	30/04/2021	Development of additions (covered walkway) to an industrial building in accordance with the endorsed plans.	Permit	No
KP-2021/116	3 Franklin Street	MENTONE	12/04/2021	30/04/2021	Develop the land to extend the existing dwelling on land within a Special Building Overlay	Permit	No
KP-2021/118	67 Lochiel Avenue	EDITHVALE	12/03/2021	30/04/2021	Develop the land for the construction of one (1) dwelling on land within a Special Building Overlay	Permit	No
KP-2021/194	46 Village Drive	DINGLEY VILLAGE	14/04/2021	30/04/2021	Develop the land for the construction of one (1) dwelling on land within a Special Building Overlay	Permit	No

24 May 2021

**Agenda Item No: 8.2**

### **KP-2020/442 - 3-9 ALWARD AVENUE, CLAYTON SOUTH**

**Contact Officer: Tim Yildirim, Statutory Planner**

#### **Purpose of Report**

This report is for Council to consider Planning Permit Application No. KP-2020/442 - 3-9 Alward Avenue, Clayton South.

#### **Disclosure of Officer / Contractor Direct or Indirect Interest**

No Council officer/s and/or Contractor/s who have provided advice in relation to this report have declared a Conflict of Interest regarding the matter under consideration.

#### **OFFICER RECOMMENDATION**

That Council determine to support the proposal and issue a Notice of Decision to develop the land for the construction of twelve (12) double storey dwellings at 3-9 Alward Avenue, Clayton South, subject to the conditions contained within this report.

This application requires a decision by Council, in accordance with the Planning Delegation Policy as the application is for:

- *five (5) or more dwellings that incorporates one or more double storey dwelling(s) to the rear of the site, with 3 or more objections*



EXECUTIVE SUMMARY			
<b>Address</b>	3 – 9 Alward Avenue, CLAYTON SOUTH VIC 3169		
<b>Legal Description</b>	Lot 6, 7, 8 and 9 on LP 43597		
<b>Applicant</b>	ABP Architecture Pty Ltd		
<b>Planning Officer</b>	Tim Yildirim		
PLANNING REQUIREMENTS			
<b>Planning Scheme</b>	Kingston		
<b>Zoning</b>	Clause 32.08 – General Residential 3 Zone		
<b>Overlays</b>	None		
<b>Particular Provisions</b>	Clause 52.06 – Car Parking Clause 52.34 – Bicycle Facilities Clause 53.18 – Stormwater Management in Urban Development Clause 55 – Two or more dwellings on a Lot and Residential Buildings		
<b>Permit Trigger/s</b>	Clause 32.08 – 6 – Construct two or more dwellings on a lot		
APPLICATION / PROCESS			
<b>Proposal</b>	The development of twelve (12) dwellings.		
<b>Reference No.</b>	KP-2020/442	<b>RFI Received</b>	18 December 2020
<b>App. Received</b>	5 August 2020	<b>App. Amended</b>	N/A
<b>S.52 Advertising</b>	Commenced: 11 January 2021	<b>Advertising Completed</b>	28 January 2021
<b>S.55 Referrals</b>	None		
<b>Internal referrals</b>	Yes		
<b>Objection(s)</b>	Three (3)		
<b>Mandatory Garden area requirement</b>	Complies – 41.76%	<b>Mandatory Building Height requirement</b>	Complies – 7.77m
LEGISLATIVE			
<b>Covenant/other Restriction</b>	No	Complies: N/A	
<b>CHMP</b>	No		
<b>Considered Plans</b>	ABP Consultants Pty Ltd, titled property addresses, Revision A, dated 13 November 2020, submitted on 18 December 2020.		

1.0 RELEVANT LAND HISTORY

1.1 There are no recent planning decisions relevant to the assessment of this application.

2.0 SITE PARTICULARS

<p><b>Built form</b></p>	<p><b>No. 3 Alward Avenue:</b> single storey, weatherboard dwelling, with complex hipped roof form and associated outbuildings (sheds). A setback of 8.05 metres is offered to the front boundary.</p> <p><b>No. 5 Alward Avenue:</b> single storey, weatherboard dwelling, with complex hipped roof form and associated outbuildings (sheds). A setback of 8.17 metres is offered to the front boundary.</p> <p><b>No. 7 Alward Avenue:</b> single storey, weatherboard dwelling, with simple gabled roof form and associated outbuildings (sheds). A setback of 8.3 metres is offered to the front boundary.</p> <p><b>No. 9 Alward Avenue:</b> single storey, weatherboard dwelling, with complex hipped roof form and associated outbuilding (shed). A front setback of 7.56 metres is provided.</p>
<p><b>Combined size (m<sup>2</sup>) of all allotments</b></p>	<p>2849.2m<sup>2</sup></p>
<p><b>Topography</b></p>	<p>The land has a slight slope of 1.0 metres that falls from the front (south-west) corner of No. 3 Alward Avenue, to the rear (north-east) corner of No. 9 Alward Avenue.</p>
<p><b>Fencing</b></p>	<p><b>No. 3 Alward Avenue:</b> low, 1.2m high timber fence.</p> <p><b>No. 5 Alward Avenue:</b> no front fencing.</p> <p><b>No. 7 Alward Avenue:</b> 1.5m high timber picket fence.</p> <p><b>No. 9 Alward Avenue:</b> no front fencing.</p>
<p><b>Vegetation</b></p>	<p>There are a number of existing trees on site as documented in the arborist report submitted with the application. Street trees in the nature strip comprise of an Olive, 2 x Jacarandas, a Prickly Paperbark and an Ornamental Cherry.</p>
<p><b>Easement(s)</b></p>	<p>A 2.44 metre wide E-1 easement extends along the rear (north) boundary of all properties forming part of this application. No. 7 Alward Avenue has a 6.10 metre wide easement along the east (side) boundary and No. 9 Alward Avenue contains a 3.05 metre wide easement along the west (side) property boundary.</p>
<p><b>Footpath assets / access</b></p>	<p>There is one (1) existing crossover associated with each property forming part of this application. There is a juvenile street tree within the adjoining road reserve to No. 3, 7 and 9 Alward Avenue, and two (2) established street trees within the adjoining road reserve to No. 7 Alward venue. There is a drainage</p>

	pit situated on the pedestrian refuge between the crossovers to No. 7 and 9 Alward Avenue.
<b>Covenant(s) / Restrictions</b>	There appears to be no restrictions listed on the Certificate of Title to each lot forming part of this application.

**3.0 SURROUNDING ENVIRONS**

3.1 The following map illustrates the subject site in its surrounding context.



3.2 Land directly abutting the subject site and opposite is described as follows:

<b>North</b>	Land to the north contains various sites used and developed for industrial purposes. Each site appears to operate as a general purpose warehouses / other 'as of right uses', noting no planning permits have been issued for a particular use of land.
<b>East</b>	No. 11 Alward Avenue, which contains a single storey, weatherboard dwelling, with complex hipped roof profile. A 1.3 metre setback is provided to the common boundary. To the rear is a double storey, brick dwelling, with complex hipped roof form – a 2.0 metre setback is provided to the common boundary. The dwelling to the front of the site offers a setback of 4.5 metres.
<b>South</b>	Alward Avenue, followed by land used and developed for residential purposes.
<b>West</b>	Single storey, weatherboard dwelling, with complex hipped roof form. A 1.3 metre setback is offered to the common boundary and a front setback of 6.8 metres is provided for.

3.3 The surrounding area generally comprises of industrial used and developed land to the north of the subject sites. To the east, west and south of the subject sites, land is generally used and developed for residential purposes.

#### **4.0 PROPOSAL**

4.1 A summary of the proposal is provided in the table below.

<b>Description</b>	Demolish the existing dwellings and associated outbuildings on the land to develop the land for the construction of twelve (12) dwellings
<b>Storeys</b>	Double storey
<b>Maximum building height</b>	7.77m
<b>Bedrooms (including study)</b>	Dwellings 5, 6, 11 and 12 = two (2) bedroom Dwellings 1, 2, 3, 4, 7 and 8 = three (3) bedroom Dwellings 9 and 10 = four (4) bedroom
<b>Car parking</b>	Dwellings 5, 6, 11 and 12 = one (1) space each; Dwellings 1, 2, 3, 4, 7, 8, 9 and 10 = two (2) spaces each; and Two (2) visitor car parking spaces.
<b>Front setback</b>	7.55m (minimum front setback - Dwelling 4). Front setback calculation does not include porch elements (see Standard B6 assessment, at Clause 55.03-1 at the ResCode Table Assessment later in this Report.

<b>Private Open Space</b>	<b>D1:</b> 47.3m <sup>2</sup> SPOS, plus 35m <sup>2</sup> POS.	<b>D5:</b> 44.3m <sup>2</sup> SPOS, plus 80m <sup>2</sup> POS.	<b>D9:</b> 84.2m <sup>2</sup> SPOS.
	<b>D2:</b> 40.6m <sup>2</sup> SPOS, plus 25m <sup>2</sup> POS.	<b>D6:</b> 44.3m <sup>2</sup> SPOS.	<b>D10:</b> 80.7m <sup>2</sup> SPOS, plus 45.8m <sup>2</sup> POS.
	<b>D3:</b> 40.6m <sup>2</sup> SPOS, plus 25m <sup>2</sup> POS.	<b>D7:</b> 50.3m <sup>2</sup> SPOS, plus 32m <sup>2</sup> POS.	<b>D11:</b> 70.5m <sup>2</sup> SPOS.
	<b>D4:</b> 47.9m <sup>2</sup> SPOS, plus 32m <sup>2</sup> POS.	<b>D8:</b> 41.4m <sup>2</sup> SPOS, plus 25m <sup>2</sup> POS.	<b>D12:</b> 40.5m <sup>2</sup> SPOS.
<b>Site Coverage</b>	37.9%	Permeability	48.4%
<b>Access</b>	Existing crossovers to be re-aligned and reconstructed, to the satisfaction of the Responsible Authority. A new crossover is proposed to accommodate vehicle access to Dwellings 1 and 4 proposed.		
<b>Vegetation removal/retention</b>	<p>The proposed development has sought removal of all trees on site. Following a review of the application Council's arborist has required the retention of Tree 10 and Tree 19. It is considered that these trees can be accommodated within the SPOS areas of Dwellings 11 and 10 respectively and as such forms part of the recommended conditions.</p> <p>Furthermore to ensure there is sufficient below ground space for tree roots to establish for the new canopy trees required to be planted in the front setbacks, the driveways to Dwellings 2, 3, 7 and 8 have been conditioned to be constructed above structural soils which would allow for tree root growth.</p>		
<b>Building materials</b>	Brick, render, and vertical and horizontal cladding.		

## **5.0 PLANNING PERMIT PROVISIONS**

### **Zone**

- 5.1 General Residential Zone (Schedule 3): Pursuant to Clause 32.08-4 of the Kingston Planning Scheme a planning permit is required to construct two (2) or more dwellings on a lot. A development must meet the requirements of Clause 55 of the Scheme. Schedule 3 to the General Residential Zone includes a variation to a number of standards within Clause 55.

### **Overlay**

- 5.2 The land is not subject to any Overlays.

### **Particular Provisions**

- 5.3 **Clause 52.06 - Car Parking** contains the following residential car parking rates:

1 space to each 1 or 2 bedroom dwelling

2 spaces to each 3 or more bedroom dwelling

1 visitor space for every 5 dwellings

- 5.4 This equates to a parking requirement of twenty-two (22) spaces (including two [2] visitor spaces) for the proposed development.
- 5.5 Having regard to Section 4.0, as the required number of car parking spaces is provided on the site, a planning permit is not required for a reduced car parking rate pursuant to Clause 52.06-3.
- 5.6 **Clause 52.06 – 8 Design standards**, includes vehicle movements, access, splays, garaging dimensions and tandem space dimensions. The garaging dimensions, tandem space dimensions, vehicle access and corner splays have been reviewed and are considered compliant. The following conditions are recommended to be included on any permit issued (see condition 1a, b & c at Section 15 of Report):
- *provision of a longitudinal section of the reverse fall driveway with levels and grades to AHD, and designed in accordance with Clause 52.06 of the Kingston Planning Scheme;*
  - *the finished driveway levels noted on the Ground Floor Plan; and*
  - *The provision of Vehicle Swept Path Diagrams, demonstrating suitable entry and egression of vehicles, to all proposed car parking spaces, including suitable forwards entry and egress from the subject site, to the satisfaction of the Responsible Authority.*
- 5.7 Bicycle Facilities: Pursuant to **Clause 52.34** of the Kingston Planning Scheme, contains prescriptive bicycle parking space requirements for dwellings. However, the requirement only applies to residential (dwelling) developments comprising of four (4) or more storeys. As this proposal pertains to a maximum of height of two (2) storeys, Clause 52.34 does not apply in this instance. In saying this, the Design Response accommodates twelve (12) bicycle parking spaces.
- 5.8 Stormwater Management in Urban Development: Pursuant to **Clause 53.18** of the Kingston Planning Scheme, it is considered that the proposed development generally complies with this provision and provides an ability to incorporate WSUD and adequate space to include measures that can be used to reduce run-off. Council's Drainage Engineer is satisfied with the proposal subject to conditions included on any permit issued, as specified within the officer recommendation.
- 5.9 **Clause 55** - Two or More Dwellings on a Lot & Residential Buildings – (Refer to Appendix A for the Planning Officer's full assessment against this report).

#### General Provisions

- 5.10 The Decision Guidelines of **Clause 65.01** of the Kingston Planning Scheme are relevant to this application and require consideration to be given to a variety of matters including planning scheme policies, the purpose of the zone, orderly planning and the impact on amenity.

**6.0 RELEVANT POLICIES**

**6.1 Planning Policy Framework (PPF)**

- Clause 11 Settlement
- Clause 15 Built Environment and Heritage
- Clause 16 Housing

**6.2 Local Planning Policy Framework (LPP)**

- Clause 21.07 Housing
- Clause 21.11 Local Areas
- Clause 22.06 Residential Development Policy
- Clause 22.11 Public Open Space Contributions
- Clause 22.12 Stormwater Management
- Clause 22.13 Environmentally Sustainable Development

**6.3 Other**

6.4 Neighbourhood Character Area Guidelines (Incorporated Document under **Clause 21.07** – Housing of the LPPF). The land is located within Area 44 of the Neighbourhood Character Guidelines.

6.5 Design Contextual Housing Guidelines (April 2003 – reference document within **Clause 22.06** – Residential Development Policy). The Design Contextual Housing Guidelines offer a range of design techniques and suggestions to assist with residential design, which is responsive to local character.

**7.0 ADVERTISING**

7.1 The proposal was advertised by sending notices to adjoining and opposite property owners and occupiers and by maintaining 4 notices on site for fourteen (14) days. Three (3) objection(s) to the proposal were received. The grounds of objection raised are summarised as follows:

- Parking and traffic concerns
- Number of crossovers proposed
- Noise
- Bins / waste management associated with twelve (12) dwellings
- Neighbourhood Character
- Overlooking
- Visual Bulk, Scale and Mass

**8.0 PLANNING CONSULTATION MEETING**

8.1 The objectors were contacted by the planning officer on 29 January 2021 and 4 February 2021 to discuss their concerns, with this information then being relayed to the applicant.

8.2 In accordance with Council’s Planning Consultation Meeting Policy, no meeting was required as three (3) objections to the application were received.

8.3 The objector concerns were unable to be resolved, and the objections still stand.

**9.0 AMENDMENT TO PLANS**

9.1 There were no formal amendments made by the permit applicant post the advertising period.

**10.0 REFERRALS**

10.1 The application was referred as set out in the tables below.

**Internal Referrals**

Department / Area	Comments
<b>Council’s Vegetation Management Officer</b>	No objection raised, subject to conditions including a landscape plan, tree management plan, specific driveway construction and the retention of the Golden Elm (Tree 19) and Chinese Elm (Tree 6).
<b>Council’s Development Engineer</b>	No objection raised, subject to conditions included on any permit issued relating to stormwater management and water sensitive urban design (see conditions 11-13 at Section 15 of Report).
<b>Roads and Drains</b>	No objection raised, subject to conditions included on any permit issued relating to the crossover/footpath design, the council road network, the provision of on-street car parking and the provision of pedestrian refuge’s between crossovers (see conditions 1d – 1i and 23 – 29 at Section 15 of Report).
<b>Traffic Engineer</b>	No objection raised, however a swept path assessment was requested on 12 February 2021. This has not yet been provided and therefore a condition be included on any permit issued, as per Condition 1c).
<b>Construction Liaison Officer</b>	No objection, subject to a condition included on any permit issued relating to the provision of a Construction Management Plan (see condition 22 at Section 15 of Report).
<b>Waste Management Officer</b>	No objection.
<b>Environmentally Sustainable Design Officer</b>	No objection, subject to a condition on any permit issued relating to the provision of a Sustainable Management Plan (see conditions 1s, 14 and 15 at Section 15 of Report).

**11.0 PLANNING CONSIDERATIONS:**

**Planning Policy Framework**

11.1 The State Planning Policy Framework sets out the relevant state-wide policies for residential development at **Clause 11** (Settlement), **Clause 15** (Built Environment and Heritage) and **Clause 16** (Housing). Essentially, the provisions within these clauses seek to achieve the fundamental objectives and policy outcomes sought by ‘Plan Melbourne 2017-2050: Metropolitan Planning Strategy’ (Department of Environment, Land, Water and Planning, 2017).



- 11.2 The settlement policies at **Clause 11** seek to promote sustainable growth and development and deliver choice and opportunity through a network of settlements. Of particular relevance to housing, **Clause 11** promotes housing diversity and urban consolidation objectives in the established urban realm. **Clause 11.02-1S** (Supply of urban land) states that Planning Authorities should plan to accommodate projected population growth over at least a 15 year period, taking account of opportunities for redevelopment and intensification of existing urban areas as well consideration being had for environmental aspects, sustainable development and the costs associated with providing infrastructure. This clause states:
- Planning for urban growth should consider:*
- *Opportunities for the consolidation, redevelopment and intensification of existing urban areas.*
  - *Neighbourhood character and landscape considerations.*
  - *The limits of land capability and natural hazards and environmental quality.*
  - *Service limitations and the costs of providing infrastructure.*
- 11.3 **Clause 11.01-1R1** (Settlement – Metropolitan Melbourne) and **Clause 11.03-1S** (Activity centres) places particular emphasis on providing increased densities of housing in and around activity centres or sites that have good access to a range of services, facilities and transport options.
- 11.4 **Clause 11.02** (Managing Growth) main directive is to ensure a sufficient supply of land is made available for a variety of purposes, including residential. To achieve this, it takes into account sufficient land availability to meet forecasted demand. **Clause 11.03-1S** places particular emphasis on providing a diversity of housing, including forms of higher density housing, in defined activity centres to cater for different households that are close to jobs and services.
- 11.5 **Clause 15** (Built Environment and Heritage) aims to ensure all new land use and development appropriately responds to its landscape, valued built form and cultural context, and protect places and sites with significant heritage, architectural, aesthetic, scientific and cultural value.
- 11.6 Policies pertaining to urban design, built form and heritage outcomes are found at Clause 15 of the Planning Policy Framework. Of particular significance, **Clause 15.01-1S** (Urban design) and **Clause 15.01-1R** (Urban Design – Metropolitan Melbourne) encourages development to achieve high quality architectural and urban design outcomes that contribute positively to neighbourhood character, minimises detrimental amenity impacts and achieves safety for future residents, and the community, through good design. The provisions of **Clause 15.02** (Sustainable Development) promotes energy and resource efficiency through improved building design, urban consolidation and promotion of sustainable transport.
- 11.7 **Clause 15.03-2S (Aboriginal Cultural Heritage)** seeks to ensure the protection and conservation of places of Aboriginal cultural heritage significance.
- 11.8 The Subject Lots **are not** identified in an area of Aboriginal Cultural Heritage Sensitivity.
- 11.9 Housing objectives are further advanced at **Clause 16**. This Clause aims to encourage increased diversity in housing to meet the needs of the community through different life stages and respond to market demand for housing. In much the same vein as **Clause 11**, this Clause advances notions of consolidation of existing urban areas, particularly in and around activity centres and employment corridors that are well served by all infrastructure and services.

- 11.10 The policies contained within **Clause 16.01-3S** (Housing diversity) encourage the provision of range of housing types to meet the increasingly diverse needs of the community. Emphasis is placed on development of well-designed medium density housing with respect to neighbourhood character. Further, this Clause aims to make better use of the existing infrastructure and provide more energy efficient housing. **Clause 16.01-4S** (Housing affordability) raises the objective of delivering more affordable housing closer to jobs, transport and services.
- 11.11 It is submitted that the proposed development satisfies the aforementioned State strategies and policy direction. Specifically, the subject site is located on land earmarked for residential purposes, whereby residential development is an 'as of right' use under the zoning provisions. Subject to appropriate conditions on any permit issued, the development itself achieves an acceptable design outcome for the site and its immediate abuttals, whilst enjoying convenient and direct access to community facilities and the like, including public transport nodes.

### Local Planning Policy Framework

- 11.12 The City of Kingston's MSS at **Clause 21.07 - Housing** of the Kingston Planning Scheme, seeks to provide guidance to development in residential zoned land, mixed use zoned lands and land within activity centres. The Residential Land Use Framework Plan illustrates the range of housing outcomes sought across the City of Kingston.
- 11.13 Relevant objectives and strategies in **Clause 21.07**: Housing include:
- *To provide a range of housing types across the municipality to increase housing diversity and cater for the changing housing needs of current and future populations, taking account of the capacity of local areas in Kingston to accommodate different types and rates of housing change. This is to be achieved through encouraging residential development within activity centres via mixed-use development, and on transitional sites at the periphery of activity centres.*
  - *To ensure new residential development respects neighbourhood character and is site responsive, and that medium density dwellings are of the highest design quality. This is to be achieved through promoting new residential development, which is of a high standard, responds to the local context and positively contributes to the character and identity of the local neighbourhood.*
  - *To promote more environmentally sustainable forms of residential development. To be achieved through promoting medium density housing development in close proximity to public transport facilities, particularly train stations.*
  - *To manage the interface between residential development and adjoining or nearby sensitive/strategic land uses.*
  - *To ensure residential development does not exceed known physical infrastructure capacities.*
- 11.14 Council's Local Planning Policy at **Clause 21.07** essentially reinforces State Planning Policy relevant to housing, stressing the need to encourage urban consolidation in appropriate locations and to accommodate projected population increases.

- 11.15 **Clause 21.11 Local Areas** and more specifically, Clause 21.11-5 – Clayton South, seeks to improve the attractiveness and function of the area by upgrading the public realm and promoting high standards of design for new development. This is to be done in a manner which promotes a range of dwelling densities and housing types that cater for a broad range of household types, which are responsive to the preferred future character of each precinct. With regard to the strategic directions, as well as emerging residential development trends in the Residential A precinct, the proposal suitably responds to the policy directives of Clause 21.11-5. The subject site is situated within Precinct 1 – Residential A, which seeks to minimise conflict and intrusion of noise from external industrial sources. The proposal seeks to address this matter, subject to conditions on any permit issued requiring the provision of Noise Attenuation Measures and Acoustic Report / testing, having regard to the applicable noise level thresholds as per AS/NZS 2107:2016 (see conditions 1t and 10 - 15 at Section 15 of Report).
- 11.16 **Clause 22.06 - Residential Development Policy** extends upon the provision contained at **Clause 21.07 - Housing**, relating to increased housing diversity areas, incremental housing change areas, minimal housing change areas, residential renewal areas and neighbourhood character. It provides design guidance on how new residential development should achieve architectural and urban design outcomes that positively respond to neighbourhood character.
- 11.17 Relevant objectives in **Clause 22.06 Residential Development Policy** include:
- *To promote a managed approach to housing change, taking account of the differential capacity of local areas in Kingston to accommodate increased housing diversity, incremental housing change, residential renewal or minimal housing change, as identified within the MSS.*
  - *To encourage new residential development to achieve architectural and urban design outcomes that positively respond to neighbourhood character having particular regard to that identified in the Kingston Neighbourhood Character Guidelines – August 2007.*
  - *To promote on-site car parking which is adequate to meet the anticipated needs of future residents.*
  - *To ensure that landscaping and trees remain a major element in the appearance and character of the municipality's residential environments.*
  - *To limit the amount and impact of increased stormwater runoff on local drainage systems.*
  - *To ensure that the siting and design of new residential development takes account of interfaces with sensitive and strategic land uses.*
- 11.18 **Clause 22.11 (Public Open Space Contributions)** forms the prevailing policy that guides Council to apply a land or cash public open space contribution, which is applicable to all subdivision applications. This policy identifies the important role that contributions play in funding new open space areas and facilitating capital improvements to existing public open space to meet the needs of the future population growth in Kingston.
- 11.19 Whilst the application at hand does not propose to subdivide the land, it is imperative to identify at this stage of the process whether a public open space contribution requirement is likely to be applied should the site be subdivided at a later date and, if so, whether the land is located in a 'cash' or 'land' preferred area. If in a land preferred area, the proposed design and layout must be considered as it will ultimately shape the subdivision configuration and whether any land is set aside for public open space purposes.

- 11.20 The subject site is located in area 3A (Clayton South [North and Central]), which is a Land Contribution Preferred Area on Map 1 of this clause.
- 11.21 Whilst the subject site is located in an area where the preferred approach would be to require a 'land' contribution over 'cash', this is not deemed a viable or appropriate option as the subject site is one of a typical multi-dwelling development. The ability to set land aside for public open space purposes generally results from significantly larger, more opportunistic / strategic sites, land that might adjoin existing open space areas, or the like. Based on the application before Council, it is not feasible to achieve a 'land' contribution in this instance, having regard to the outcome sought to be achieved. It is therefore recommended that a 'cash' contribution be considered in lieu of land at the subdivision stage.
- 11.22 **Clause 22.12 – Stormwater Management** is applicable to the consideration of medium and large scale developments as specified within Table 1 of the policy. This clause seeks to improve the quality and reduce the impact of stormwater run-off, incorporate the use of WSUD principles in development and to ensure that developments are designed to meet best practice performance objectives.
- 11.23 It is considered that the proposed development generally complies with the above guidelines and provides for an ability to incorporate WSUD and adequate space to include measures that can be used to reduce run-off. Council's Drainage Engineer is satisfied with the proposal subject to conditions included on any permit issued, as specified within the officer recommendation.
- 11.24 **Clause 22.13 Environmentally Sustainable Development (ESD)** policy applies to the consideration of residential development of 3 or more dwellings (refer to Table 1 – ESD Application requirements). As required, the application for planning permit was accompanied by a Sustainable Management Plan (BESS & MUSIC/STORM). The Sustainable Design Assessment generally meets the objectives and requirements of Clause 22.13-2, in a functional and effective manner in order to mitigate environmental impacts. The initiatives are reasonable in relation to the scale of development and a suitable assessment method (BESS & MUSIC/STORM) has been utilised.
- 11.25 The Sustainable Design Assessment was referred to Council's Environmentally Sustainable Design. The Assessment was found to generally be suitable, albeit for the following matters:
- *The project needs to meet the minimum 50% overall score and minimums in Energy (50%), Water (50%), IEQ (50%) and Stormwater (100%) categories in BESS to demonstrate best practice in sustainable design.*
  - *The report includes a preliminary rating that indicates a 6.5 star average rating is achievable and this has been entered in BESS. There is, however, no commitment to achieving a rating beyond the 6-star minimum requirement under the National Construction Code (NCC).*
  - *There must be an annotation on plans to specifying double glazing to all living areas and bedrooms.*
  - *Provide the residents the option of installing their own Electric Vehicle charge points with the provision of electrical connection points to each garage.*
  - *For the non-visible flat roofs, specify light-coloured or reflective metal decking to help mitigate the urban heat island effect.*

- 11.26 It is considered that, with respect to the commitments expressed in the SMP report coupled with the proposed development plans and dwelling layouts, the proposal is considered to achieve an appropriate best practice ESD standard, meeting the objectives of this policy, subject to condition on any permit issued related to minimum overall score requirements and commitments to be achieved and indicated on development plans.
- 11.27 It is considered that the proposed development generally complies and satisfies the Planning Policy Framework guidelines, which aim to encourage well-designed medium density housing in appropriate locations, subject to conditions included on any permit issued as discussed throughout this report. A further assessment of the proposal's measure against stormwater management is found within the Clause 55 assessment, later within this report.

**Zoning Provisions**

- 11.28 Pursuant to **Clause 32.08-4**, a lot must provide for the minimum garden area as set out in the following table:

Lot Size	Minimum percentage of a lot set aside as garden area
400-500m <sup>2</sup>	25%
501-650 m <sup>2</sup>	30%
Above 650 m <sup>2</sup>	35%

- 11.29 It is considered that the proposal in its current format complies with the mandatory garden area requirement. A minimum garden area of 1,189.7m<sup>2</sup> is accommodated on an overall lot size of 2,849.2m<sup>2</sup>. Accordingly, 41.76% of the Land has been set aside for the purposes of garden area, which satisfies the mandatory requirements pertaining to Clause 32.08-4 of the Planning Scheme.

**Overlay Provisions**

- 11.30 The Land forming this application for a planning permit are not subject to any Overlays.

**12.0 CLAUSE 55 (RESCODE ASSESSMENT)**

- 12.1 The proposal has been assessed against the objectives and standards of **Clause 55** (ResCode) of the Kingston Planning Scheme (refer to Appendix A). **Clause 55** requires that a development **must** meet all of the objectives, and all of the standards of this clause **should** be met. Variations to the standards are able to be considered where it is determined that the overall objective is met.
- 12.2 The table below provides a detailed discussion, where relevant, for any standards where concessions are sought. Overall, it is noted that the application achieves a high level of compliance with the ResCode provisions, with only minor variations sought, specifically three (3) of the thirty-three (33) ResCode standards.

12.3 **CLAUSE 55: RESCODE TABLE ASSESSMENT**

Two or more dwellings on a lot and residential buildings in a General Residential Zone – Schedule

3. ***\*\*MUST meet the objective, SHOULD meet the standard\*\****

OBJECTIVE	STANDARD	LEVEL OF COMPLIANCE
<p><b>Clause 55.02-1 Neighbourhood Character objectives</b></p> <ul style="list-style-type: none"> <li>• To ensure that the design respects the existing neighbourhood character or contributes to a preferred neighbourhood character.</li> <li>• To ensure that development responds to the features of the site and the surrounding area.</li> </ul>	<p><b>Standard B1</b></p> <ul style="list-style-type: none"> <li>• The design response must be appropriate to the neighbourhood and site.</li> <li>• The proposed design must respect the existing or preferred neighbourhood character and respond to site features.</li> </ul>	<p>Complies with Standard &amp; Objective</p>
<p><b>Assessment:</b> The subject site is located within a predominantly residential area (south, east and west of subject site) where single dwellings on average sized allotment are prevalent, with emerging examples of multi-dwelling development, ranging from two (2) to four (4) dwellings per averaged size allotment. There is an established industrial precinct to the north of the subject site.</p> <p>Having regard to Standard B1 and the associated Objective at Clause 55.02-1, the proposal is considered to respond to the existing built form on adjoining properties, features of the site and emerging built form trends, by:</p> <ul style="list-style-type: none"> <li>- Proposing building envelopes generally detached from title boundaries and appropriately recessed from the lower level.</li> <li>- Garaging is subservient, being only of single space widths (albeit Dwelling 10, which is provided with a double width garage, however concealed from the public realm) and suitably recessed from each facade.</li> <li>- Architectural form and materials incorporate typical characteristics including brick work, render, cladding, and tiled roofing. The roof form responds to the established pitched roof characteristics of the street and wider residential area.</li> <li>- Proposed SPOS generally aligns with existing areas of SPOS.</li> <li>- Appropriate recession of built form from sensitive interfaces.</li> </ul>		
<p><b>Clause 55.02-2 Residential Policy objectives</b></p> <ul style="list-style-type: none"> <li>• To ensure that residential development is provided in accordance with any policy for housing in the MPS and the PPF.</li> <li>• To support medium densities in areas where development can take advantage of public transport and community infrastructure and services.</li> </ul>	<p><b>Standard B2</b></p> <ul style="list-style-type: none"> <li>▪ An application must be accompanied by a written statement that describes how the development is consistent with relevant housing policy in the PPF &amp; MPS</li> </ul>	<p>Complies with Standard &amp; Objective</p>

OBJECTIVE	STANDARD	LEVEL OF COMPLIANCE
<p><b>Assessment:</b> Section 11.17 of this report outlines the policy foundation of Clause 22.06, which is based on the principles outlined in the <i>Kingston Residential Strategy (September 2000)</i> and <i>Kingston Neighbourhood Character Guidelines (August 2007)</i>. In unity with the policy premise of the <i>Kingston Residential Strategy</i>, Clause 22.06 seeks to provide a managed approach to housing change, taking account of the differential capacity of local areas in Kingston to accommodate increased housing diversity, incremental housing change, residential renewal or minimal housing change, as identified within the MSS</p> <p>Clause 22.06 nominates the site and its surrounds in a General Residential Zone Schedule 3 area for Incremental Housing Change Areas, and states:</p> <ul style="list-style-type: none"> <li>- <i>In suburban locations which are not within convenient walking distance of public transport and activity centres, encourage lower density housing forms with a predominance of single dwelling and the equivalent of dual occupancy developments on average sized lots. These areas are identified for 'incremental housing change' on the Residential Framework Plan within the MSS. The type of housing change anticipated in these areas will take the form of extensions to existing houses, new single dwellings or the equivalent of new two dwelling developments.</i></li> </ul> <p>As the Site is located within a Residential 3 Zone, Clause 22.06 seeks to manage development pressures by instituting a gradual or 'incremental' rate of change, which is generally commensurate to that envisaged through the Schedule to the zone and with that experienced by the building typography found in the area.</p> <p>Further, Clause 22.06-3 outlines that:</p> <ul style="list-style-type: none"> <li>- <i>In areas identified for incremental housing change, ensure that new housing development is responsive to maintaining the existing and preferred single dwelling/lower density nature of these areas.</i></li> </ul> <p>In considering the established and emerging multi-dwelling development trends, the proposal substantially responds to the local areas precedent for accommodating greater than two (2) dwellings per averaged sized allotment. Having regard to the competing policies, whilst ensuring the proposal responds to the 'existing density' of the area, it is considered that the proposed development generally complies and satisfies the Scheme's Planning Policy Framework guidelines which aim to encourage well-designed medium density housing in appropriate locations.</p>		
<p><b>Clause 55.02-3 Dwelling Diversity objective</b> To encourage a range of dwelling sizes and types in developments of ten or more dwellings.</p>	<p><b>Standard B3</b> Developments of ten or more dwellings should provide a range of dwelling sizes and types, including:</p> <ul style="list-style-type: none"> <li>• Dwellings with a different number of bedrooms.</li> <li>• At least one dwelling that contains a kitchen, bath or shower, and a toilet and wash basin at ground floor level.</li> </ul>	<p>Complies with Standard &amp; Objective</p>
<p><b>Assessment:</b> Having regard to Section 4 of this Report, the proposal and respective floor plans are found to accommodate for a variety of living forms.</p>		
<p><b>Clause 55.02-4 Infrastructure objectives</b></p>	<p><b>Standard B4</b></p> <ul style="list-style-type: none"> <li>• Connection to reticulated services/sewerage, electricity, gas and drainage services</li> <li>• Capacity of infrastructure and utility services should not be exceeded unreasonably</li> <li>• Provision should be made for upgrading and mitigation of the impact of services or infrastructure where little or no spare capacity exists</li> </ul>	<p>Will comply with Standard &amp; Objective subject to imposed condition(s)</p>

OBJECTIVE	STANDARD	LEVEL OF COMPLIANCE
<ul style="list-style-type: none"> <li>To ensure development is provided with appropriate utility services and infrastructure.</li> <li>To ensure development does not unreasonably overload the capacity of utility services and infrastructure.</li> </ul>		
<p><b>Assessment:</b> It is recommended that suitable condition(s) be included in any permit issued to address infrastructure considerations (as per Section 10 of Report and <b>conditions 5 &amp; 17</b>).</p>		
<p><b>Clause 55.02-5 Integration with the street objective</b></p> <ul style="list-style-type: none"> <li>To integrate the layout of development with the street.</li> </ul>	<p><b>Standard B5</b></p> <ul style="list-style-type: none"> <li>Provides adequate vehicle and pedestrian links that maintain or enhance local accessibility.</li> <li>Development oriented to front existing/proposed streets</li> <li>High fencing in front of dwellings should be avoided if practicable.</li> <li>Development next to existing public open space should be laid out to complement the open space.</li> </ul>	<p>Complies with Standard &amp; Objective</p> <p>Complies with Standard &amp; Objective</p> <p>Variation supported</p> <p>Not Applicable.</p>
<p><b>Assessment:</b> The development provides for safe and functional connectivity with vehicle access providing exclusive access/egress point(s). All dwellings are offered a suitable degree of streetscape and / or internal accessway surveillance (via the supply of habitable rooms and associated windows at both ground and first levels). The proposed fencing arrangement will allow for suitable surveillance along Alward Avenue and the internal accessway / common area (as applicable to each dwelling proposed). There is a 1.8 metre high fence proposed to the 'front' (internal to the site) of Dwelling 9, however, the dwelling entry and Bed 1 at ground level remain open to the internal accessway / common area and satisfies the Objective of Clause 55.02-5, by ensuring the dwelling is integrated with the street and internal accessway.</p>		
<p><b>Clause 55.03-1 Street setback objective</b></p> <ul style="list-style-type: none"> <li>To ensure that the setbacks of buildings from a street respect the existing or preferred neighbourhood character and make efficient use of the site.</li> </ul>	<p><b>Standard B6</b></p> <p>Walls of buildings should be set back from streets:</p> <ul style="list-style-type: none"> <li>If no distance is specified in a schedule to the zone, the distance specified in Table B1</li> </ul> <p><b>Required: 7.505 metres</b></p>	<p>Complies with Standard &amp; Objective</p>
<p><b>Assessment:</b> See section 4 of the report. A minimum front setback of 7.55 metres is proposed to Alward Avenue (not including Porch features). Having regard to Standard B6:</p> <ul style="list-style-type: none"> <li><i>Porches, pergolas and verandahs that are less than 3.6 metres high and eaves may encroach not more than 2.5 metres into the setbacks of this standard.</i></li> </ul> <p>The maximum height of the Porch elements within the front setback equate to 3.58 metres, above Natural Ground level and encroach not more than 2.5 metres into the prescribed setback (encroaches 1.2 metres beyond the minimum front setback of 7.55 metres offered).</p> <p>Accordingly, the proposal meets the setback distance specified in this Standard.</p>		
<p><b>Clause 55.03-2 Building height objective</b></p>	<p><b>Standard B7</b></p> <p><b>Maximum: 9 metres</b></p>	<p>Complies with Standard &amp; Objective</p>



OBJECTIVE	STANDARD	LEVEL OF COMPLIANCE
<ul style="list-style-type: none"> <li>▪ To ensure that the height of buildings respects the existing or preferred neighbourhood character.</li> </ul>		
<p><b>Assessment:</b> See section 4 of the report. A maximum height of 7.7 metres is proposed and, as such, the proposal meets the heights parameters specified in this Standard.</p>		
<p><b>Clause 55.03-3 Site Coverage objective</b></p> <ul style="list-style-type: none"> <li>▪ To ensure that the site coverage respects the existing or preferred neighbourhood character and responds to the features of the site.</li> </ul>	<p><b>Standard B8</b></p> <p><b>Maximum:</b> GRZ3 - 50%</p>	<p>Complies with Standard &amp; Objective</p>
<p><b>Assessment:</b> See section 4 of the report. The proposal achieves a site coverage statistic of 37.9%, which meets this Standard.</p>		
<p><b>Clause 55.03-4 Permeability objectives</b></p> <ul style="list-style-type: none"> <li>▪ To reduce the impact of increased stormwater run-off on the drainage system.</li> <li>▪ To facilitate on-site stormwater infiltration.</li> </ul>	<p><b>Standard B9</b></p> <p><b>At least:</b> 20%</p>	<p>Complies with Standard &amp; Objective</p>
<p><b>Assessment:</b> The permeability figure proposed (48.4%) exceeds that specified in the Standard.</p>		
<p><b>Clause 55.03-5 Energy Efficiency objectives</b></p> <ul style="list-style-type: none"> <li>▪ To achieve and protect energy efficient dwellings and residential buildings.</li> <li>▪ To ensure the orientation and layout of development reduce fossil fuel energy use and make appropriate use of daylight and solar energy.</li> </ul>	<p><b>Standard B10</b></p> <p>Orientation, siting &amp; design of buildings should make appropriate use of solar energy. Further, siting &amp; design should ensure that the energy efficiency of existing dwellings on adjoining lots is not unreasonably reduced.</p> <p>Living areas &amp; private open space should be located on the north side of the development, if practicable.</p> <p>Solar access to north-facing windows is maximised.</p>	<p>Complies with Standard &amp; Objective</p>
<p><b>Assessment:</b> With regard given to the natural constraints of the site, noting north is to the rear of the site, the internal layout of all dwellings have been designed to maximize on energy efficiency principles.</p> <p>All primary Living and Secluded Private Open Space areas are offered a degree of northern orientation.</p> <p>The proposed Design Response generally maximises north facing window provisions (as appropriate to the layout), without undue internal overlooking impacts. Residual non north-facing habitable room windows are appropriate in their supply (size and location) to allow for direct and passive solar access, throughout all times of day.</p>		
<p><b>Clause 55.03-6 Open Space objective</b></p> <ul style="list-style-type: none"> <li>▪ To integrate the layout of development with any public and communal open space provided in or adjacent to the development.</li> </ul>	<p><b>Standard B11</b></p> <p>Public or communal open space should:</p> <ul style="list-style-type: none"> <li>▪ Be substantially fronted by dwellings</li> <li>▪ Provide outlook for dwellings</li> <li>▪ Be designed to protect natural features.</li> <li>▪ Be accessible and useable.</li> </ul>	<p>Not Applicable</p>
<p><b>Assessment:</b> There is no communal private open space adjoining the site.</p>		
<p><b>Clause 55.03-7 Safety objectives</b></p>	<p><b>Standard B12</b></p>	<p>Complies with Standard &amp; Objective</p>

OBJECTIVE	STANDARD	LEVEL OF COMPLIANCE
<ul style="list-style-type: none"> <li>▪ To ensure the layout of development provides for the safety and security of residents and property.</li> </ul>	<p>Entrances to dwellings and residential buildings should not be obscured or isolated from the street and internal accessways.</p> <p>Planting should not create unsafe spaces along streets and accessways</p> <p>Good lighting, visibility and surveillance of car parks and internal accessways should be achieved.</p> <p>Private spaces should be protected from inappropriate use as public thoroughfares.</p>	
<p><b>Assessment:</b> The proposal provides an acceptable level of consideration for safety &amp; security of residents. In part, this is evidenced by the highly visible, identifiable &amp; attainable dwelling entries. Passive surveillance opportunities are afforded at both ground (albeit Dwelling 8) and first levels, to each dwelling, thus allowing for surveillance of the entries, internal accessways and public realm. Despite Dwelling 8 lacking ground floor outlook to the public realm / streetscape, the first floor accommodate a habitable room with large window overlooking Alward Avenue. Accordingly, the proposal is found to substantially satisfy Standard B12 and the overall Objective of Clause 55.03-7.</p>		
<p><b>Clause 55.03-8 Landscaping objectives</b></p> <ul style="list-style-type: none"> <li>▪ To encourage development that respects the landscape character of the neighbourhood.</li> <li>▪ To encourage development that maintains and enhances habitat for plants and animals in locations of habitat importance.</li> <li>▪ To provide appropriate landscaping.</li> <li>▪ To encourage the retention of mature vegetation on the site.</li> </ul>	<p><b>Standard B13</b></p> <p>In summary, landscape layout &amp; design should:</p> <ul style="list-style-type: none"> <li>▪ Protect predominant landscape features of the neighbourhood.</li> <li>▪ Take into account the soil type and drainage patterns of the site.</li> <li>▪ Allow for intended vegetation growth and structural protection of buildings.</li> <li>▪ Provide a safe, attractive and functional environment for residents.</li> </ul> <p>In summary, development should:</p> <ul style="list-style-type: none"> <li>▪ Provide for the retention or planting of trees, where these are part of the character of the neighbourhood.</li> <li>▪ Provide for the replacement of any significant trees that have been removed in the 12 months prior to the application being made.</li> <li>▪ Specify landscape themes, vegetation (location and species), paving and lighting.</li> </ul>	<p>Will comply with Standard &amp; Objective subject to imposed condition(s)</p>
<p><b>Assessment:</b> The proposal seeks removal of all vegetation on site. Given the location of the SPOS for Dwelling 10 and 11, Trees 6 and 19 can be retained to provide an immediate landscape benefit. With the retention of these two trees, the provision of a landscape plan requiring 14 new canopy trees and the protection of the existing street trees (with the exception of the Purple-leaved Cherry Plum) the overall landscape response will provide a positive outcome for the subject site. See <b>conditions 1r) and 3-10.</b></p>		
<p><b>Clause 55.03-9 Access objective</b></p>	<p><b>Standard B14</b></p> <p>The width of accessways or car spaces should not exceed:</p> <ul style="list-style-type: none"> <li>▪ 33 per cent of the street frontage, or</li> <li>▪ if the width of the street frontage is less than 20 metres, 40 per cent of the street frontage.</li> </ul>	<p>Complies with Standard &amp; Objective</p>

OBJECTIVE	STANDARD	LEVEL OF COMPLIANCE
<ul style="list-style-type: none"> <li>▪ To ensure the number and design of vehicle crossovers respects the neighbourhood character.</li> </ul>	No more than one single-width crossover should be provided for each dwelling fronting a street.	Complies with Standard & Objective
	The location of crossovers should maximise the retention of on-street car parking spaces.	Complies with Standard & Objective
	The number of access points to a road in a Road Zone should be minimised.	N/A
	Access for service, emergency and delivery vehicles must be provided.	Complies with Standard & Objective
<p><b>Assessment:</b> Refer to section 4 of this report. The proposal raises no concern with respect to traffic or access related matters. An overall (combined) lot width of 68.16m permits a maximum crossover width of 22.49 metres. The Design Response proposed a maximum, combined, crossover width of 22.4 and therefore satisfies Standard B14. At least one (1) on-street car parking spaces is retained between each crossover proposed. Service, emergency and delivery vehicles can access each dwelling, should future need arise. Further Council's Traffic Department is supportive of the proposal.</p>		
<p><b>Clause 55.03-10 Parking location objectives</b></p> <ul style="list-style-type: none"> <li>▪ To provide convenient parking for resident and visitor vehicles.</li> <li>▪ To protect residents from vehicular noise within developments</li> </ul>	<p><b>Standard B15</b> Car parking facilities should:</p> <ul style="list-style-type: none"> <li>▪ Be reasonably close and convenient to dwellings and residential buildings.</li> <li>▪ Be secure.</li> <li>▪ Be well ventilated if enclosed.</li> </ul> <p>Shared accessways or car parks of other dwellings and residential buildings should be located at least 1.5 metres from the windows of habitable rooms. This setback may be reduced to 1 metre where there is a fence at least 1.5 metres high or where window sills are at least 1.4 metres above the accessway.</p>	Complies with Standard & Objective
<p><b>Assessment:</b> The proposal raises no concern with respect to the layout and design of on-site car parking. All proposed habitable room windows are set back a minimum of 1.5 metres to the shared internal common accessway and the proposal satisfies Standard B15 in this respect. Car parking provisions (i.e. garages and tandem car parking spaces) are considered to be close and convenient to respective dwelling entrances. Finally, enclosed car parking spaces within garages are considered to be appropriately secured and ventilated.</p>		
<p><b>Clause 55.04-1 Side and rear setbacks objective</b></p> <ul style="list-style-type: none"> <li>▪ To ensure that the height and setback of a building from a boundary respects the existing or preferred neighbourhood character and limits the impact on the amenity of existing dwellings.</li> </ul>	<p><b>Standard B17</b> A new building not on or within 200mm of a boundary should be set back from side or rear boundaries:</p> <ul style="list-style-type: none"> <li>▪ 1 metre, plus 0.3 metres for every metre of height over 3.6 metres up to 6.9 metres, plus 1 metre for every metre of height over 6.9 metres.</li> </ul>	Complies with Standard & Objective
<p><b>Assessment:</b></p>		

OBJECTIVE		STANDARD				LEVEL OF COMPLIANCE
<b>North:</b>						
<b>Maximum ground floor wall height</b>	<b>Minimum required setback</b>	<b>Minimum proposed setback</b>	<b>Maximum first floor wall height</b>	<b>Minimum required setback</b>	<b>Minimum proposed setback</b>	
3.6m	1.0m	2.55m	6.2m	1.78m	2.65m	
<b>East:</b>						
<b>Maximum ground floor wall height</b>	<b>Minimum required setback</b>	<b>Minimum proposed setback</b>	<b>Maximum first floor wall height</b>	<b>Minimum required setback</b>	<b>Minimum proposed setback</b>	
3.4m	1.0m	1.0m (not including walls on boundary)	5.9m	1.69m	2.0m	
<b>West:</b>						
<b>Maximum ground floor wall height</b>	<b>Minimum required setback</b>	<b>Minimum proposed setback</b>	<b>Maximum first floor wall height</b>	<b>Minimum required setback</b>	<b>Minimum proposed setback</b>	
3.6m	1.0m	1.06m	6.2m	1.78m	1.86m	
<b>South:</b> N/A – Alward Street.						
The proposal satisfies and in all cases exceeds the formula to Standard B17. Please see Standard B18 assessment below for consideration of walls on eastern (side) boundary.						
<b>Clause 55.04-2 Walls on boundaries objective</b>		<b>Standard B18</b>				<b>Complies with Standard &amp; Objective</b>
<ul style="list-style-type: none"> <li>To ensure that the location, length and height of a wall on a boundary respects the existing or preferred neighbourhood character and limits the impact on the amenity of existing dwellings.</li> </ul>		A new wall constructed on or within 200mm of a side or rear boundary of a lot or a carport constructed on or within 1 metre of a side or rear boundary of lot should not abut the boundary: <ul style="list-style-type: none"> <li>10 m plus 25% of the remaining length of the boundary of an adjoining lot, or</li> <li>Where there are existing or simultaneously constructed walls or carports abutting the boundary on an abutting lot, the length of the existing or simultaneously constructed walls or carports, whichever is the greater.</li> </ul>				
<b>Assessment:</b>						
Dwelling 8 and 9 contain ground floor walls proposed to be located on the eastern (side) boundary.						
Dwelling 8 seeks to construct a wall on boundary, at an average and maximum height of 3.2m and 3.4m, respectively. This is proposed at an overall length of 2.6m.						
Dwelling 9 proposes a 10.2m long wall on boundary, at an average and maximum height of 3.2m and 3.5m, respectively.						
This results in an overall wall on boundary length of 12.8 metres. Having regard to the overall width of the eastern (side) boundary, the permitted length of wall on boundary equates to 17.715 metres.						
The proposal satisfies the requirement of this schedule.						
<b>Clause 55.04-3 Daylight to existing windows objective</b>		<b>Standard B19</b>				<b>Complies with Standard &amp; Objective</b>
<ul style="list-style-type: none"> <li>To allow adequate daylight into existing habitable room windows.</li> </ul>		Buildings opposite an existing habitable room window should provide for a light court to the existing window that has a minimum area of 3m <sup>2</sup> and minimum dimension of 1m clear to the sky.				

OBJECTIVE	STANDARD				LEVEL OF COMPLIANCE
	Walls or carports more than 3m in height opposite an existing habitable room window should be set back from the window at least 50% of the height of the new wall if the wall is within a 55 degree arc from the centre of the existing window. The arc may be swung to within 35 degrees of the plane of the wall containing the existing window.				Complies with Standard & Objective
<b>Assessment:</b>					
North: N/A – industrial interface to the rear.					
<b>East:</b>					
<b>Maximum ground floor wall height</b>	<b>Minimum required setback</b>	<b>Minimum proposed setback</b>	<b>Maximum first floor wall height</b>	<b>Minimum required setback</b>	<b>Minimum proposed setback</b>
3.4m	1.7m	1.75m	5.9m	2.95mm	3.2m
<b>West:</b>					
<b>Maximum ground floor wall height</b>	<b>Minimum required setback</b>	<b>Minimum proposed setback</b>	<b>Maximum first floor wall height</b>	<b>Minimum required setback</b>	<b>Minimum proposed setback</b>
3.6m	1.8m	1.8m	6.2m	3.1m	3.1m
South: N/A – Alward Street.					
The proposal satisfies the requirement of this schedule.					
<b>Clause 55.04-4 North facing windows objective</b> <ul style="list-style-type: none"> <li>▪ To allow adequate solar access to existing north-facing habitable room windows.</li> </ul>	<b>Standard B20</b> Buildings should be setback 1m if an existing HRW is within 3m of the abutting lot boundary (add 0.6m to this setback for every metre of height over 3.6m & add 1m for every metre of height over 6.9m)				Not Applicable
<b>Assessment:</b> n/a – industrial building situated south of subject site.					
<b>Clause 55.04-5 Overshadowing open space objective</b> <ul style="list-style-type: none"> <li>▪ To ensure buildings do not significantly overshadow existing secluded private open space</li> </ul>	<b>Standard B21</b> Where sunlight to the SPOS of an existing dwelling is reduced, at least 75%, or 40m <sup>2</sup> with min. 3m, whichever is the lesser area, of the SPOS should receive a min of 5hrs of sunlight btw 9am & 3pm on 22 September. If existing sunlight to the SPOS of an existing dwelling is less than the requirements of this standard, the amount of sunlight should not be further reduced.				Complies with Standard & Objective
<b>Assessment:</b>					
At 9.00am, shadows fall within the existing common fence shadow cast to the adjoining property to the west.					
At 12.00pm, shadows fall internally to the subject site.					
At 1.00pm, shadows fall marginally beyond the common boundary fence shadow along the east (side) boundary. The SPOS areas associated Unit 1/ 11 Alward Avenue will receive approximately 90m <sup>2</sup> of sunlight at this time. With regard to Unit 2 / 11 Alward Avenue, the shadows fall into the service lane and upwards of 50m <sup>2</sup> of the rear SPOS area will receive sunlight.					

OBJECTIVE	STANDARD	LEVEL OF COMPLIANCE
<p>At 2.00pm, shadows continue to fall onto Unit 1 and 2, No. 11 Alward Avenue. At this time, Unit 1 will receive approximately 80m<sup>2</sup> of sunlight and Unit 2 will receive upwards of 40m<sup>2</sup>, thus satisfying Standard B21.</p> <p>The proposed development does not result in an unreasonable level of overshadowing to any existing SPOS areas.</p>		
<p><b>Clause 55.04-6 Overlooking objective</b></p> <ul style="list-style-type: none"> <li>▪ To limit views into existing secluded private open space and habitable room windows.</li> </ul>	<p><b>Standard B22</b></p> <p>A HRW, balcony, terrace, deck or patio should be located &amp; designed to avoid direct views into the SPOS of an existing dwelling within 9m (refer to clause for exact specifications). Where within it should be either:</p> <ul style="list-style-type: none"> <li>▪ Offset a minimum of 1.5m from the edge of one window to the edge of the other.</li> <li>▪ Have sill heights of at least 1.7m above floor level.</li> <li>▪ Have fixed, obscure glazing in any part of the window below 1.7m above floor level.</li> <li>▪ Have permanently fixed external screens to at least 1.7m above floor level &amp; be no more than 25% transparent.</li> </ul>	<p>Will comply with Standard &amp; Objective subject to imposed condition(s)</p>
	<p>Obscure glazing in any part of the window below 1.7 metres above floor level may be openable provided that there are no direct views as specified in this standard.</p>	<p>Complies with Standard &amp; Objective</p>
	<p>Screens used to obscure a view should be:</p> <ul style="list-style-type: none"> <li>▪ Perforated panels or trellis with a maximum of 25% openings or solid translucent panels.</li> <li>▪ Permanent, fixed and durable.</li> <li>▪ Designed and coloured to blend in with the development.</li> </ul>	<p>Not Applicable</p>
<p><b>Assessment:</b> All first floor habitable room windows that are orientated towards a common boundary have been screened / obscured to a height of 1.7m above Finished First Floor Level. However, maximum transparency has not been nominated. As such, it is recommended to include a condition on any permit issued for the nomination of a maximum of 25% transparency to all first floor habitable room windows nominated to be obscured (and where required pursuant to Standard B22), noting there are several non-habitable room windows nominated to be obscured, however maximum transparency requirements do not apply to these windows (<b>see condition 1j</b> at Section 15 of Report).</p> <p>Having regard to Standard B22, <i>this standard does not apply to a new habitable room window, balcony, terrace, deck or patio which faces a property boundary where there is a visual barrier at least 1.8 metres high and the floor level of the habitable room, balcony, terrace, deck or patio is less than 0.8 metres above ground level at the boundary.</i></p> <p>With respect to the ground floor, the maximum Finished Floor Level, above Natural Ground Level, is 0.8 metres (Dwelling 12, west elevation) and all common boundaries are nominated to be enclosed via minimum 2.0 metre high paling fencing. As such, Standard B22 does not apply to the ground level.</p>		
<p><b>Clause 55.04-7 Internal views objective</b></p> <ul style="list-style-type: none"> <li>▪ To limit views into the secluded private open space and habitable room windows of dwellings and residential buildings within a development.</li> </ul>	<p><b>Standard B23</b></p> <p>Windows and balconies should be designed to prevent overlooking of more than 50% of the SPOS of a lower-level dwelling or residential building directly below and within the same development.</p>	<p>Will comply with Standard &amp; Objective subject to imposed condition(s)</p>
<p><b>Assessment:</b> All First Floor habitable room windows facing a common boundary, or where adjacent to Secluded Private Open Space associated with a residual dwellings proposed, have been nominated as either high sill, or obscure, to a height of 1.7m above Finished First Floor Level.</p>		

OBJECTIVE	STANDARD	LEVEL OF COMPLIANCE
<p>No unreasonable internal overlooking will occur, subject to the inclusion of the following condition (<b>see condition 1k</b> at Section 15 of Report):</p> <ul style="list-style-type: none"> <li>- <i>The nomination of a maximum of 25% transparency to all first floor habitable room windows nominated to be obscured (and where required pursuant to Standard B23)</i></li> </ul>		
<p><b>Clause 55.04-8 Noise impacts objectives</b></p> <ul style="list-style-type: none"> <li>▪ To contain noise sources in developments that may affect existing dwellings.</li> <li>▪ To protect residents from external noise.</li> </ul>	<p><b>Standard B24</b></p> <p>Noise sources should not be located near bedrooms of immediately adjacent existing dwellings.</p> <p>Noise sensitive rooms and SPOS of new dwellings and residential buildings should take account of noise sources on immediately adjacent properties. Dwellings and residential buildings close to busy roads, railway lines or industry should be designed to limit noise levels in habitable rooms.</p>	<p>Will comply with Standard &amp; Objective subject to imposed condition(s)</p>
<p><b>Assessment:</b> The proposal has taken into account any relevant surrounding noise sources and that proposed. Any future noise to be generated on site is considered normal in a residential context. External heating and cooling units have been denoted and are appropriately located (albeit the Dwelling 8 external heating and cooling units, which are adjacent to two (2) habitable room windows associated with No. 11 Alward Avenue. Accordingly, it is recommended to include a condition on any permit issued which requires the relocation of the Dwelling 8 external units away from adjacent habitable room windows (<b>see condition 1l</b> at Section 15 of Report).</p>		
<p><b>Clause 55.05-1 Accessibility objective</b></p> <ul style="list-style-type: none"> <li>▪ To encourage the consideration of the needs of people with limited mobility in the design of developments.</li> </ul>	<p><b>Standard B25</b></p> <p>The dwelling entries of the ground floor of dwellings and residential buildings should be accessible or able to be easily made accessible to people with limited mobility.</p>	<p>Complies with Standard &amp; Objective</p>
<p><b>Assessment:</b> It is considered that the proposed layout and design of dwelling entries can accommodate for people of limited mobility. Excessive stepping elements are avoided at the point of entry and standard amenities are offered at ground level.</p>		
<p><b>Clause 55.05-2 Dwelling entry objective</b></p> <ul style="list-style-type: none"> <li>▪ To provide each dwelling or residential building with its own sense of identity.</li> </ul>	<p><b>Standard B26</b></p> <p>Entries to dwellings and residential buildings should:</p> <ul style="list-style-type: none"> <li>▪ Be visible and easily identifiable from streets and other public areas.</li> <li>▪ Provide shelter, a sense of personal address and a transitional space around the entry.</li> </ul>	<p>Complies with Standard &amp; Objective</p>
<p><b>Assessment:</b> The proposed entries to all dwellings are clearly visible from the public realm / internal accessway / common property. A sense of personal address and transitional space around the entrances is afforded through the supply of porches</p>		
<p><b>Clause 55.05-3 Daylight to new windows objective</b></p> <ul style="list-style-type: none"> <li>▪ To allow adequate daylight into new habitable room windows.</li> </ul>	<p><b>Standard B27</b></p> <p>HRW should be located to face:</p> <ul style="list-style-type: none"> <li>▪ Outdoor space clear to the sky or a light court with a minimum area of 3m<sup>2</sup> and min. dimension of 1m clear to the sky or</li> <li>▪ Verandah provided it is open for at least 1/3 of its perimeter, or</li> <li>▪ A carport provided it has 2 or more open sides and is open for at least 1/3 of its perimeter.</li> </ul>	<p>Complies with Standard &amp; Objective</p>
<p><b>Assessment:</b> It is considered that all proposed windows all for adequate solar access and natural daylight into primary and secondary living areas.</p>		
<p><b>Clause 55.05-4 Private open space objective</b></p>	<p><b>Standard B28</b></p> <p>GRZ3 – A dwelling or residential building should have POS consisting of:</p>	<p>Complies with Standard &amp; Objective</p>

OBJECTIVE	STANDARD	LEVEL OF COMPLIANCE
<ul style="list-style-type: none"> <li>To provide adequate private open space for the reasonable recreation and service needs of residents.</li> </ul>	<ul style="list-style-type: none"> <li>An area of 40m<sup>2</sup>, with one part of the POS to consist of SPOS at the side or rear of the dwelling or residential building with a min. 40m<sup>2</sup>, a min. dimension of 5m and convenient access from a living room. If a dwelling has more than 2 bedrooms an additional ground level POS area of 20m<sup>2</sup> with a minimum width of 3m is required to be provided for each additional bedroom, with a max. of 80m<sup>2</sup> of POS required for the dwelling.</li> </ul>	
<p><b>Assessment:</b> Refer to section 4 of this report.</p> <p><b>D1:</b> 47.3m<sup>2</sup> SPOS (minimum dimension 5.0m), plus 35m<sup>2</sup> POS (minimum dimension 3.0m).</p> <p><b>D2:</b> 40.6m<sup>2</sup> SPOS (minimum dimension 5.0m), plus 25m<sup>2</sup> POS (minimum dimension 3.0m).</p> <p><b>D3:</b> 40.6m<sup>2</sup> SPOS (minimum dimension 5.0m), plus 25m<sup>2</sup> POS (minimum dimension 3.0m).</p> <p><b>D4:</b> 47.9m<sup>2</sup> SPOS (minimum dimension 5.0m), plus 32m<sup>2</sup> POS (minimum dimension 3.0m).</p> <p><b>D5:</b> 44.3m<sup>2</sup> SPOS (minimum dimension 5.0m), plus 80m<sup>2</sup> POS (minimum dimension 3.0m).</p> <p><b>D6:</b> 44.3m<sup>2</sup> SPOS (minimum dimension 5.0m).</p> <p><b>D7:</b> 50.3m<sup>2</sup> SPOS (minimum dimension 5.0m), plus 32m<sup>2</sup> POS (minimum dimension 3.0m).</p> <p><b>D8:</b> 41.4m<sup>2</sup> SPOS (minimum dimension 5.0m), plus 25m<sup>2</sup> POS (minimum dimension 3.0m).</p> <p><b>D9:</b> 84.2m<sup>2</sup> SPOS(minimum dimension 5.0m).</p> <p><b>D10:</b> 80.7m<sup>2</sup> SPOS (minimum dimension 5.0m), plus 45.8m<sup>2</sup> POS (minimum dimension 3.0m).</p> <p><b>D11:</b> 70.5m<sup>2</sup> SPOS (minimum dimension 5.0m).</p> <p><b>D12:</b> 40.5m<sup>2</sup> SPOS (minimum dimension 5.0m).</p> <p>Each dwelling has been provided with adequate POS that meets the area and dimension requirements specified above and will service the social, recreational and passive needs of future residents.</p>		
<p><b>Clause 55.05-5 Solar Access to Open Space</b></p> <ul style="list-style-type: none"> <li>To allow solar access into the secluded private open space of new dwellings and residential buildings.</li> </ul>	<p><b>Standard B29</b></p> <p>The private open space should be located on the north side of the dwelling or residential building, if appropriate.</p> <p>The southern boundary of secluded private open space should be set back from any wall on the north of the space at least (2 + 0.9h) metres, where 'h' is the height of the wall.</p>	<p>Variation supported</p> <p>Will comply with Standard &amp; Objective subject to imposed condition(s)</p>
<p><b>Assessment:</b> The Secluded Private Open Space area associated with Dwelling 2 and Dwelling 8 are wholly to the south of residual built form proposed. Dwelling 1, Dwelling 3 and Dwelling 7, contain negligible portions of adjacent northern walls on, and will remain substantially open to northern solar access.</p> <p>Having regard to the affected dwellings, the following assessment is offered:</p> <p><b>Dwelling 2:</b> walls to the north of the SPOS area are proposed at a height of 4.2 metres and 6.6 metres, to the ground floor and first floor (above Natural Ground Level), respectively. In applying the equation to</p>		



OBJECTIVE	STANDARD	LEVEL OF COMPLIANCE
<p>Standard B29, a prescriptive setback of 5.78m and 7.94m are required, respectively. A setback of 5.56m and 7.9m are provided to the ground and first floors, respectively. Dwelling 2 therefore fails to satisfy the prescriptive requirements of Standard B29. It is recommended to include a condition on any permit issued for the southern Ground and First Floor wall heights associated with Dwelling 12 to be reduced in height and/or the length of the Secluded Private Open Space area to Dwelling 2 increased, so as to achieve compliance with Standard B29, at Clause 55.05-5 of the Planning Scheme (<b>see condition 1m</b> at Section 15 of Report).</p> <p><b>Dwelling 8:</b> walls to the north of the SPOS area are proposed at a height of 3.6 metres and 5.8 metres, to the ground floor and first floor (above Natural Ground Level), respectively. In applying the equation to Standard B29, a prescriptive setback of 5.24m and 7.22m are required, respectively. A setback of 6.0m and 8.1m are provided to the ground and first floors, respectively. As such, Dwelling 8 satisfies the prescriptive requirements of Standard B29.</p>		
<p><b>Clause 55.05-6 Storage objective</b></p> <ul style="list-style-type: none"> <li>▪ To provide adequate storage facilities for each dwelling.</li> </ul>	<p><b>Standard B30</b></p> <p>Each dwelling should have convenient access to at least 6 cubic metres of externally accessible, secure storage space.</p>	<p>Will comply with Standard &amp; Objective subject to imposed condition(s)</p>
<p><b>Assessment:</b> Secure storage areas have been provided for each dwelling within their respective garage/POS areas. Where storage areas are proposed within garages, a condition is recommended to be included on any permit issued for (<b>see condition 1n</b> at Section 15 of Report):</p> <ul style="list-style-type: none"> <li>- Storage spaces, where accessible from the garage of the respective dwelling, nominated to have doors not swinging outwards into the prescribed car parking area (i.e. open shelving or sliding doors to be nominated).</li> </ul>		
<p><b>Clause 55.06-1 Design Detail objective</b></p> <ul style="list-style-type: none"> <li>▪ To encourage design detail that respects the existing or preferred neighbourhood character</li> </ul>	<p><b>Standard B31</b></p> <p>The design of buildings, including:</p> <ul style="list-style-type: none"> <li>▪ Facade articulation and detailing</li> <li>▪ Window and door proportions,</li> <li>▪ Roof form, and</li> <li>▪ Verandahs, eaves and parapets,</li> </ul> <p>should respect the existing or preferred neighbourhood character. Garages and carports should be visually compatible with the development and the existing or preferred neighbourhood character.</p>	<p>Complies with Standard &amp; Objective</p>
<p><b>Assessment:</b> The proposed development is generally consistent with the existing and evolving nature of the surrounding residential area within this part of Clayton South. The design and siting of the proposal ensures that the development will not result in unreasonable amenity impacts to surrounding properties. The use of material and design detail is reflective of emerging building forms in the surrounding area, whilst providing appropriate architectural reference to the existing housing stock. Landscaping, coupled with façade articulation and architectural external finishes alleviates excessive hard surfacing. It is concluded that the proposal has been considered to produce a site responsive design evidently drawing upon existing design features, whilst addressing site constraints.</p>		
<p><b>Clause 55.06-2 Front fences objective</b></p> <ul style="list-style-type: none"> <li>▪ To encourage front fence design that respects the existing or preferred neighbourhood character.</li> </ul>	<p><b>Standard B32</b></p> <p>The design of front fences should complement the design of the dwelling or residential building and any front fences on adjoining properties.</p>	<p>Will comply with Standard &amp; Objective subject to imposed condition(s)</p>

OBJECTIVE	STANDARD	LEVEL OF COMPLIANCE
	<b>Schedule to GRZ3:</b> A front fence within 3m of a street should not exceed:2m for streets in a RDZ1 or 1.2m for other streets	Complies with Standard & Objective
<b>Assessment:</b> A maximum 0.9m high front fence is proposed along the façade, comprised of brick and timber slats. Such fencing is considered to be consistent with the trend of front fencing heights in the immediate area and meets the standard to the Zone. A condition of any permit issued is to require a front fence elevation plan ( <b>see condition 1o</b> at Section 15 of Report)		
<b>Clause 55.06-3 Common property objectives</b> <ul style="list-style-type: none"> <li>▪ To ensure that communal open space, car parking, access areas and site facilities are practical, attractive and easily maintained.</li> <li>▪ To avoid future management difficulties in areas of common ownership.</li> </ul>	<b>Standard B33</b> Developments should clearly delineate public, communal and private areas.  Common property, where provided, should be functional and capable of efficient management.	Complies with Standard & Objective
<b>Assessment:</b> Where common property is proposed, it is functional, well-designed and capable of efficient management through an owner's corporation arrangement.		
<b>Clause 55.06-4 Site services objectives</b> <ul style="list-style-type: none"> <li>▪ To ensure that site services can be installed and easily maintained.</li> <li>▪ To ensure that site facilities are accessible, adequate and attractive.</li> </ul>	<b>Standard B34</b> Dwelling layout and design should provide sufficient space and facilities for services to be installed and maintained efficiently and economically. Bin and recycling enclosures, mailboxes and other site facilities should be adequate in size, durable, waterproof and blend in with the development.	Complies with Standard & Objective
<b>Assessment:</b> Site services such as mailboxes and bin/recycling enclosures have been nominated on the respective plans and located appropriately.		

### 13.0 RESPONSE TO GROUNDS OF OBJECTIONS

13.1 The objector concerns have largely been addressed in the body of this report.

13.2 The following objector concerns, however, remain outstanding:

Ground(s)	Response
<b>Parking and traffic concerns</b>	Councils Traffic Engineer offered no objection to the proposal, subject to the provision of swept path diagrams to Responsible Authority satisfaction. Subject to the inclusion of swept path requirements as a condition of any permit issued (to the satisfaction of the Responsible Authority), the Responsible Authority is satisfied with the parking provisions and associated traffic generation.
<b>Number of crossovers proposed</b>	Please see ResCode Assessment above, at Standard B14 / Clause 55.03-9.

<b>Noise</b>	Please see ResCode Assessment above, at Standard B24 / Clause 55.04-8
<b>Bins / waste management associated with twelve (12) dwellings</b>	Council's Waste Management Officer offered no objection to the proposal.
<b>Overlooking</b>	Please see ResCode Assessment above, at Standard B22 / Clause 55.04-6
<b>Visual Bulk, Scale and Mass</b>	Please have regard to discussion throughout this Report. Please also have regard to ResCode Assessment above, at Standard B31 / Clause 55.06-1.

**14.0 CONCLUSION:**

- 14.1 On balance, the proposal is considered to substantially comply with the relevant planning policy and therefore should be supported.
- 14.2 As outlined above, it has been determined that prior to deciding on this application all factors pursuant to section 60(1) of the Act have been considered. Further to this, the proposal does not give rise to any significant social and economic effects.
- 14.3 The proposed development is considered appropriate for the Site, subject to conditions, as evidenced by:
  - The compatibility of the design and siting with the surrounding area
  - The mitigation of off-site amenity impacts
  - A suitable level of compliance with all relevant policies, including **Clause 55** of the Kingston Planning Scheme

**15.0 RECOMMENDATION**

- 15.1 That Council determine to support the proposal and issue a Notice of Decision to Grant a Permit to develop the land for twelve (12) dwelling, at 3 – 9 Alward Street, Clayton South, subject to the following conditions:
  1. Before the development starts amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be substantially in accordance with the advertised plans, prepared by ABP Consultants Pty Ltd, titled property addresses, Revision A, dated 13 November 2020, submitted on 18 December 2020, but modified to show:
    - a. the provision of a longitudinal section of the reverse fall driveway with levels and grades to AHD, and designed in accordance with Clause 52.06 of the Kingston Planning Scheme;
    - b. the finished driveway levels noted on the Ground Floor Plan;

- c. the provision of Vehicle Swept Path Diagrams, demonstrating suitable entry and egression of vehicles, to all proposed car parking spaces, including suitable forwards entry and egress from the subject site, to the satisfaction of the Responsible Authority;
- d. vehicle crossings must be constructed at a 90 degree alignment with the kerb on Alward Avenue and all internal driveways must align with the existing / proposed vehicle crossing;
- e. prior to the commencement of development, property boundary, footpath and vehicle crossing levels must be obtained from Council's Roads and Drains Department with all levels raised or lowered to the satisfaction of the Responsible Authority;
- f. the internal driveways must be at least 500mm from the side boundary at the front boundary;
- g. the proposed stormwater discharge must be located at least 500mm from the vehicle crossing;
- h. the proposed double vehicle crossings must have a common layback with a triangle of grass between the infill sections of the vehicle crossings to create a pedestrian refuge of no less than 1 metre and must be constructed to the satisfaction of the Responsible Authority;
- i. a standard on street parking bay at least 5.4m between vehicle crossings must be shown on the plans;
- j. all first floor habitable room windows that re nominated to be obscured (and where required pursuant to Standard B22), nominated at a maximum transparency of 25%;
- k. all first floor habitable room windows nominated to be obscured (and where required pursuant to Standard B23), nominated at a maximum transparency of 25%;
- l. the relocation of the Dwelling 8 external heating and units away from the adjoining properties habitable room windows;
- m. the southern Ground and First Floor wall heights associated with Dwelling 12 reduced in height and/or the length of the Secluded Private Open Space area to Dwelling 2 increased, so as to achieve compliance with Standard B29, at Clause 55.05-5 of the Planning Scheme;
- n. storage spaces (as required pursuant to Standard B30) and where accessible from the garage of the respective dwelling, nominated so as not to have doors swinging outwards into the prescribed car parking area (i.e. open shelving or sliding doors to be nominated);
- o. an elevation plan of the front fencing, which provides details of its style, height and materials;
- p. the surface material of all driveways / accessways and car parking spaces nominated in all-weather coloured concrete sealcoat, or similar;
- q. the provision of a full colour palette, finishes and building materials schedule for all external elevations and driveways of the development;
- r. the provision of a landscape plan in accordance with the submitted development plan and the City of Kingston Landscape Plan Checklist, with such plans to be prepared by a suitably qualified landscape professional and incorporating:

- i) A planting schedule of all proposed trees and shrubs, including botanical names, common names, pot sizes, sizes at maturity, and quantities of each plant;
- ii) A survey, including, botanical names of all existing trees to be retained or removed on the site including Tree Protection Zones for trees to be retained calculated in accordance with AS4970-2009;
- iii) A survey including botanical names, of all existing trees on neighbouring properties where the Tree Protection Zones of such trees calculated in accordance with AS4970-2009 fall partially within the subject site;
- iv) The delineation of all garden beds, paving, grassed area, retaining walls, fences and other landscape works;
- v) A range of plant types from ground covers to large shrubs and trees, provided at adequate planting densities (e.g. plants 1 metre width at maturity planted 1 metre apart);
- vi) One (1) native canopy tree capable of growing to a minimum mature height of 8 metres to be planted in the front setback of Units 1, 4 and 7;
- vii) One (1) native canopy tree capable of growing to a minimum mature height of 10 metres to be planted in the front setback of Unit 8;
- viii) One (1) native canopy tree capable of growing to a minimum mature height of 12 metres to be planted in the front setback of Units 2 and 3;
- ix) One (1) native canopy tree capable of growing to a minimum mature height of 15 metres to be planted in the front setback of Unit 5;
- x) Retention of the *Ulmus glabra* 'Lutescens' (Golden Elm) in the secluded private open space of Unit 10 and retention of the *Ulmus parvifolia* (Chinese Elm) in the secluded private open space of Unit 11;
- xi) One (1) native canopy tree capable of growing to a minimum mature height of 5 metres to be planted in the secluded private open space of Units 1-4, 7, 8 and 12;
- xii) All trees provided at a minimum of 2 metres in height at time of planting, medium to large shrubs to be provided at a minimum pot size of 200mm;
- xiii) Notes regarding site preparation, including the removal of all weeds, proposed mulch, soil types and thickness, subsoil preparation and any specific maintenance requirements;
- xiv) Tree protection measures including for street trees accurately drawn to scale and labelled as per the endorsed Tree Management Plan;
- s. The location of tree protection measures illustrated to scale and labeled on the Ground Floor Plan as per the endorsed Tree Management Plan.
- t. Any changes as required by Condition 5.
- u. all relevant commitments identified within the Sustainable Management Plan, required under condition 8 of this permit, shown on plans; and
- v. uniformity with the commitments and any changes identified within the Acoustic Report, required under condition 10 of this permit, shown on the plans.

Endorsed Plans

2. The development as shown on the endorsed plans must not be altered without the prior written consent of the Responsible Authority.

Landscaping

3. The landscaping shown on the endorsed plans must be maintained to the satisfaction of the Responsible Authority, including that any dead, diseased or damaged plants are to be replaced
4. The driveways for Units 2, 3, 7 and 8 are to be constructed above structural soils, strata cells or similar to the satisfaction of the Responsible Authority to allow for an increased of substrate available for tree rot growth
5. The retention of the *Ulmus glabra* 'Lutescens' (Golden Elm) in the secluded private open space of Unit 10 and retention of the *Ulmus parvifolia* (Chinese Elm) in the secluded private open space of Unit 11
6. Concurrent with the endorsement of plans, a Tree Management Plan prepared by a suitably qualified arborist in accordance with AS4970-2009, must be submitted to and be endorsed by the Responsible Authority and incorporating:
  - a. A Tree Management Plan (written report) must provide details of:
    - i. Any non-destructive root investigation undertaken to determine the location and distribution of roots of trees nominated on the Tree Protection Plan.
    - ii. Proposed footings and construction methods for any buildings or structures within the Tree Protection Zone nominated on the Tree Protection Plan.
    - iii. How excavation impacts, including soil level changes, on trees to be retained will be managed.
    - iv. How the canopy of trees nominated on the Tree Protection Plan will be protected.
    - v. Any other measures required to demonstrate the successful ongoing retention and viability post-construction of any trees nominated on the Tree Protection Plan.
  - b. A Tree Protection Plan (scale drawing) must provide details of:
    - i. The Tree Protection Zone and Structural Root Zone, calculated in accordance with AS4970-2009, for all trees to be retained on the site and for all trees on neighbouring properties where the Tree Protection Zone falls partially within the subject site.
    - ii. Tree protection fencing, or ground protection where required, provided in accordance with AS4970-2009.
    - iii. Stages of development at which inspections are required to ensure tree protection measures are adhered to must be specified.
    - iv. Appropriate signage on any tree protection fencing prohibiting access, excavation, changes in soil levels, or any storage within the Tree Protection Zone in accordance with AS4970-2009 unless with the prior written consent and under the direct supervision of the consulting arborist.
    - v. Maintenance of the area(s) within the Tree Protection Zone in accordance with AS4970-2009.

- vi. Any pruning to be undertaken being in accordance with AS4373-2007.
- vii. A notation to refer to the Tree Management Plan.
- 7. All protection measures identified in the Tree Management Plan must be implemented, and development works undertaken on the land must be undertaken in accordance with the Tree Management Plan, to the satisfaction of the Responsible Authority.
- 8. Prior to the commencement of works, the name and contact details of the project arborist responsible for implementing the Tree Management Plan must be submitted to the Responsible Authority.
- 9. Tree Protection Fencing is to be established around the Olive, 2 Jaranda and the Prickly-leaved Paperbark street trees in the Alward Avenue nature strip prior to demolition and maintained until all works on site are complete.
  - a. The fencing is to be a 1.8 metre high temporary fence constructed using steel or timber posts fixed in the ground or to a concrete pad, with the fence's side panels to be constructed of cyclone mesh wire or similar strong metal mesh or netting
  - b. The fencing is to encompass the entire nature strip with each end 3 metres from the base of the tree.
- 10. Prior to the construction of any crossovers as shown on the endorsed development plans, the *Prunus cerasifera* 'Nigra' (Purple-leaved Cherry Plum), Asset ID 90080, growing in the 9 Alward Avenue nature strip must be removed by Council at the expense of the Developer/Owner. Payment of the removal and replacement fee for this tree/s must be made to Kingston City Council's customer service in accordance with Council's Tree Management Policy at least 2 weeks prior to its required removal date.

#### Drainage and Water Sensitive Urban Design

- 11. Unless with prior written consent of the Responsible Authority, before the development commences the following Integrated Stormwater Management (drainage) documents must be prepared, by a suitably qualified person, to the satisfaction of the Responsible Authority:
  - a. Prior to submitting detailed engineering plans, a comprehensive stormwater management (drainage) strategy for the site must be prepared that addresses the requirements specified within Council's "Civil Design requirements for Developers – Part A: Integrated Stormwater Management".
  - b. The stormwater management (drainage) strategy must include a report with MUSIC modelling results demonstrating water sensitive urban design treatments that achieve Victorian best practice objectives. These may include the use of an infiltration or bio-retention system, rainwater tanks connected for reuse, or other treatments to the satisfaction of the Responsible Authority.
  - c. The water sensitive urban design treatments as per conditions 5a, 5b, & 5c above must be implemented on-site, unless an alternative agreement for stormwater quality in-lieu contribution is reached with the Responsible Authority.
  - d. Detailed Stormwater Management (drainage) Plan(s) must be prepared, with supporting computations, showing the stormwater (drainage) works to the nominated point of discharge in line with approved Stormwater Management (drainage) Strategy Report. The plan(s) must show all details of the proposed stormwater works including all existing and proposed features that may have an impact on the stormwater (drainage) works, including landscaping details.
- 12. Stormwater (drainage) works must be implemented in accordance with the approved stormwater management (drainage) plan and to the satisfaction of the Responsible Authority including the following:

- a. All stormwater (drainage) works must be provided onsite so as to prevent overflows onto adjacent properties.
  - b. The implementation of stormwater (drainage) detention system which restricts stormwater discharge to the maximum allowable flowrate of 26.1 L/s.
  - c. All stormwater (drainage) works must be maintained to the satisfaction of the Responsible authority.
13. Existing Council drain within the easement must be protected at all time during the construction.

#### Sustainable Management Plan

14. Prior to the endorsement of plans required by Condition 1 of this permit, a Sustainable Management Plan (SMP) that outlines proposed sustainable design initiatives must be submitted to and approved by the Responsible Authority. The SMP must incorporate consideration of the following sustainable design criteria:
- Indoor environment
  - Energy efficiency
  - Water resources
  - Stormwater management
  - Building materials
  - Bicycle parking
  - Waste Management
  - Urban Ecology
  - Innovation
  - Ongoing building and site management
15. Prior to the occupation of any building approved under this permit, written confirmation from the author of the endorsed SMP is to be submitted to and approved by the Responsible Authority detailing that all of the required measures specified in the SMP have been implemented, to the satisfaction of the Responsible Authority.

#### Acoustic Treatments

16. Concurrent with the endorsement of plans required under Condition 1 of this permit, an Acoustic Report to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. The Report must be prepared by a suitably qualified acoustic engineer to the satisfaction of the Responsible Authority and show how the requirements of relevant Legislation and relevant Australian Standards will be met. The report must, to the satisfaction of the Responsible Authority, prescribe:
- a. The form of acoustic treatment to dwellings to protect occupants from external noise sources; and
  - b. the mechanical plant equipment installed or constructed as part of the development; and

The plans submitted to the Responsible Authority for endorsement pursuant to this condition must be updated to incorporate the acoustic engineer's recommendations to the satisfaction of the Responsible Authority and where there are recommendations of an ongoing nature, must be implemented to the satisfaction of the Responsible Authority.



Pre-completion verification testing for dwellings

17. Prior to completion of the development, before external glazing and doors are installed, noise measurements must be conducted by a qualified acoustical consultant to verify the proposed construction will ensure that existing lawful industrial noise received at the dwellings are capable of complying with all applicable Victorian Legislation, to the satisfaction of the Responsible Authority.
18. If any additional remedial building treatment(s) or other work(s) are required to achieve compliance with the above acoustic requirements for dwellings, such details must be provided to the satisfaction of the responsible authority and when endorsed will form part of the permit.

Pre initial occupation verification testing for dwellings

19. After construction and prior to the occupation of any dwelling, pre initial occupation acoustic verification testing must be conducted by a qualified acoustical consultant. The testing must verify that the design and construction of the dwellings is sufficient to ensure that the dwellings are protected from existing lawful industrial noise so that lawful noise received at the dwellings complies with all applicable Victorian Legislation, to the satisfaction of the Responsible Authority.

Requirements for pre-completion and pre initial occupation verification testing and reporting for dwellings

20. The pre-completion and pre initial occupation verification testing for dwellings must be documented in reports respectively containing the relevant data, time of collection, assumptions, details of any required additional remedial building treatment or other works necessary to achieve the compliance, the accreditation certificate of the consultant, and the result of the testing. Each report must be submitted to the responsible authority, and must be to the satisfaction of the responsible authority.
21. All remedial building treatments or works designed to achieve compliance with the above acoustic requirements for dwellings must be maintained on the dwellings at all times to the satisfaction of the responsible authority.

Construction Management

22. Prior to the commencement of any buildings and works on the land, a Construction Management Plan (CMP), to the satisfaction of the Responsible Authority, must be submitted to and approved by the Responsible Authority. The CMP must be prepared in accordance with the City of Kingston Construction Management Policy and Construction Management Guidelines. The CMP must specify and deal with, but is not limited to, the following elements:
  - a. Public Safety, Amenity and Site Security
  - b. Traffic Management
  - c. Stakeholder Management
  - d. Operating Hours, Noise and Vibration Controls
  - e. Air Quality and Dust Management
  - f. Stormwater and Sediment Control
  - g. Waste and Materials Re-use

When approved, the plan will be endorsed and will then form part of the permit and shall thereafter be complied with during the undertaking of all works.

Infrastructure and Road Works

23. Any relocation of pits/power poles or other services affected by this development must be relocated to the satisfaction of the relevant servicing authority and the Responsible Authority, at the cost of the owner/developer.
24. Property boundary and footpath levels must not be altered without the prior written consent from the Responsible Authority.
25. The replacement of all footpaths, including offsets, must be constructed to the satisfaction of the Responsible Authority.
26. All reinstatements and vehicle crossings must be constructed to the satisfaction of the Responsible Authority.
27. The large vehicle crossing serving the units to the rear, must be constructed to council's industrial strength specifications.
28. All redundant vehicle crossings must be removed (including redundant portions of vehicle crossings) to the satisfaction of the Responsible Authority.
29. All front and side fences must be contained wholly within the title property boundaries of the subject land.

General amenity conditions

30. All works on or facing the boundaries of adjoining properties must be finished and surface cleaned to a standard that is well presented to neighbouring properties in a manner to the satisfaction of the Responsible Authority.
31. All externally-located heating and cooling units, exhaust fans and the like must not be located adjacent to bedroom windows on adjoining properties and must not be located where they will be highly visible from any public area to the satisfaction of the Responsible Authority.
32. All piping, ducting above the ground floor storey of the development (other than rainwater, guttering and downpipes) must be concealed to the satisfaction of the Responsible Authority.

Completion of Works

33. Prior to the occupation of the dwellings hereby permitted, all buildings and works and the conditions of this permit must be complied with to the satisfaction of the Responsible Authority, unless with the further prior written consent of the Responsible Authority.
34. Prior to the occupation of the dwellings hereby permitted, the landscaping works as shown on the endorsed plans must be completed to the satisfaction of the Responsible Authority. Thereafter, the landscaping shall be to the satisfaction of the Responsible Authority.

Time Limits

35. In accordance with section 68 of the *Planning and Environment Act 1987* (the Act), this permit will expire if one of the following circumstances applies:
  - The development is not started within two (2) years from the date of permit issue.
  - The development is not completed within four (4) years from the date of permit issue.

In accordance with Section 69 of the Planning and Environment Act 1987, an application may be submitted to the responsible authority for an extension of the periods referred to in this condition.

**Note:** Environment Protection Authority (EPA) Victoria set out the requirements pertaining to site construction hours and permissible noise levels.

**Note:** The development includes porch and fences to be built over the easements. Separate consent from Council and the relevant service authority is required to build over the easement and will need to be obtained prior to the issue of a Building Permit.

**Note:** The Side Entry Storm Water pit within the large vehicle crossing (that serves the rear units) must be constructed to the satisfaction of Council's Roads and Drains Department.

**Note:** Prior to the commencement of the development you are required to obtain the necessary Building Permit.

**Note:** The applicant/owner must provide a copy of this planning permit to any appointed Building Surveyor. It is the responsibility of the applicant/owner and Building Surveyor to ensure that all building development works approved by any building permit is consistent with the planning permit.

**Note:** The applicant/owner must provide a copy of this planning permit and any endorsed plans to any external contractor to ensure that all trees to be retained on site are protected during any works.

**Note:** Any landscape plan prepared in accordance with conditions must comply with Council's Landscape Checklist.

**Note:** The allocation of street numbering and addressing of properties is vested in Council. Any reference to addressing or dwelling/unit/apartment and street numbers or street names on any endorsed plan is indicative only. The onus is on the Permit Applicant/Land Owner to contact Council's Property Data Department to determine the official dwelling/unit/apartment street numbers, street name details and the like for the approved development.

If the Permit Applicant/Land Owner adopts the street numbering or addressing from the endorsed plans, or where advertising and/or sales transact (off the plan) prior to Council's official allocation of the street numbering and addressing, it will be viewed to be non-compliant with the guideline and standard applied (Australian/New Zealand Standard for Rural & Urban Addressing / AS/NZS 4819:2011).

**Note:** The fee for removal of the street tree(s) from the nature strip is **\$1 339.55** (including GST), payable to Kingston City Council's Customer Service Department - refer to cashier code "STRE". Customer Service will confirm payment to the Parks Department. The removal of the tree requires a minimum of 2 weeks notice from the Developer/Owner.

**Note:** The owner(s), occupiers and visitors of the development allowed by this permit may not be eligible for Council resident or visitor parking permits.

Author/s: Tim Yildirim, Statutory Planner  
Reviewed and Approved By: Nicole Bartley, Team Leader Statutory Planning  
Alfred Carnovale, Manager City Development

24 May 2021

**Agenda Item No: 8.3**

## **KINGSTON PLANNING SCHEME AMENDMENT C168 - ENVIRONMENTAL AUDIT OVERLAY**

**Contact Officer: Sarah Capenerhurst, Principal Strategic Planner**

### **Purpose of Report**

The purpose of the report is to seek Council resolution to commence a Planning Scheme Amendment process for Amendment C168 to the Kingston Planning Scheme - Environmental Audit Overlay.

### **Disclosure of Officer / Contractor Conflict of Interest**

No Council officer/s and/or Contractor/s who have provided advice in relation to this report have declared a Conflict of Interest regarding the matter under consideration.

### **OFFICER RECOMMENDATION**

That Council:

1. Request authorisation from the Minister for Planning to prepare Amendment C168 to the Kingston Planning Scheme to apply the Environmental Audit Overlay to 48 properties provided in Appendix 1 to this report.
2. Exhibit Amendment C168 to the Kingston Planning Scheme in accordance with the *Planning and Environment Act 1987* and should authorisation be granted by the Minister for Planning to prepare the amendment.

## **1. Executive Summary**

State environmental and planning legislation and policy seek to ensure that land contamination from former and current uses do not affect environmental and/or human health. One of the main ways to address this issue is to identify actual or potentially contaminated sites in the planning scheme through the use of the Environmental Audit Overlay.

Planning Scheme Amendment C168 has been prepared in accordance with Planning Practice Note No. 30, Ministerial Direction No. 1 and external legal advice. Council officers have identified from Council records and public sources, current and former land uses with a high potential for causing land contamination. A total of 48 sites have been identified and are provided in Appendix 1 to this report. These sites include petrol stations, dry cleaners, mechanics (within sensitive use areas) and a former landfill.

This report recommends that a request be made to the Minister for Planning to authorise the preparation of the Amendment and to proceed with exhibition should authorisation be granted.

## 2. Background

### Planning and Environment Act 1987

The planning system is the primary means for regulating land use and approving development and is an important mechanism for triggering the consideration of potentially contaminated land. The *Planning and Environment Act 1987* requires a planning authority when preparing a planning scheme or planning scheme amendment to *'take into account any significant effects which it considers the scheme or amendment might have on the environment or which it considers the environment might have on any use or development envisaged in the scheme or amendment'* (Section 12).

### State Planning Policy

Clause 13 of the Planning Policy Framework sets out State policy for *Environmental Risks and Amenity*. The objectives of this policy include:

- *Planning should strengthen the resilience and safety of communities by adopting a best practice environmental management and risk management approach.*
- *Planning should aim to avoid or minimise natural and human-made environmental hazards, environmental degradation and amenity conflicts.*
- *Planning should identify and manage the potential for the environment and environmental changes to impact on the economic, environmental or social wellbeing of society.*
- *Planning should ensure development and risk mitigation does not detrimentally interfere with important natural processes.*

The amendment will support these objectives by identifying areas of potential environmental contamination and ensuring potential risks are properly evaluated, particularly when assessing future sensitive land use and development.

### Victorian Auditor General's Office (VAGO)

In 2011, the Victorian Auditor General's Office (VAGO) released a report on *'Managing Contaminated Sites in Victoria'*. This included a recommendation that all municipalities conduct a review of the potential risks of land contamination associated with historical land uses. Following the review an independent inquiry into the Environment Protection Authority commenced and included a raft of recommendations.

Following these two reports, Notice of Motion (No. 39/2014) was resolved by Council requiring officers to investigate the VAGO recommendation. The NOM sought advice regarding Council's legal liability in approving development on flood plains or unstable ground. Following the NOM Council requested and received several pieces of legal advice regarding a methodology to identify impacted land and to mitigate any potential liability of Council. This amendment is addressing the VAGO recommendation.

### General Practice Note 30 - Potentially Contaminated Land

The General Practice Note Potentially Contaminated Land provides guidance to Councils in relation the following matters:

- How to identify if land is potentially contaminated.
- The appropriate level of assessment of contamination for a planning scheme amendment or planning permit application.
- Appropriate conditions on planning permits.
- Circumstances where the Environmental Audit Overlay should be applied or removed.

This amendment has been prepared in accordance with this Practice Note. Petrol stations, drycleaners, vehicle service centres (e.g. mechanic repair shops) and landfills are all identified land uses with a high potential for causing land contamination. A copy of the Practice Note is provided at Appendix 3.

Ministerial Direction 1 – Potentially Contaminated Land

The purpose of this Direction is to ensure that potentially contaminated land is suitable for a use which is proposed to be allowed under an amendment to a planning scheme and which could be significantly adversely affected by any contamination.

As per Ministerial Direction No. 1 “*a planning scheme amendment or planning permit application will depend on the proposed land use and the potential for contamination*”. Where land has been identified as being potentially contaminated, an assessment of the level of contamination is necessary before a decision is made about the future use or development of that land. Councils should consider whether further information or advice from an expert should be sought to assist in determining what level of assessment is required. This enables planning decisions to be made with the knowledge of the condition of the site and the most satisfactory site management strategies.

In preparing an amendment which would have the effect of allowing (whether or not subject to the grant of a permit) potentially contaminated land to be used for a sensitive use, agriculture or public open space, a planning authority must satisfy itself that the environmental conditions of that land are or will be suitable for that use.

The amendment has also been prepared in accordance with this Ministerial Direction. A copy of the Ministerial Direction is provided at Appendix 4.

### 3. Discussion

#### 3.1 Council Plan Alignment

Goal 1 - Our well-planned, liveable city supported by infrastructure to meet future needs

Direction 1.1 - Intergenerational land use planning for a sustainable community

The proposed Amendment will ensure that the Environmental Audit Overlay is applied to sites that are potentially contaminated. It seeks to ensure that the protection of the environment and human health is prioritised.

#### 3.2 Consultation

If Council resolves to seek authorisation to commence the Planning Scheme Amendment and authorisation is granted, formal notice of the Amendment is required in accordance with section 19 of the *Planning and Environment Act 1987*. This would involve placing the Planning Scheme Amendment on public exhibition for a period of at least four (4) weeks with the following consultation being undertaken:

- Notices placed in the Government Gazette and papers circulating in the municipality.
- Amendment documentation being made available on Council’s website and the Cheltenham office.
- Amendment documentation being sent to all landowners and occupiers of the sites affected by the amendment.
- Direct notification to Ministers and relevant public authorities.

The public exhibition process will provide opportunity for any matters raised in relation to the merits of the Amendment to be further considered by Council and subsequently a Planning Panel, if required.

### 3.3 Operation and Strategic Issues

#### 3.3.1 The Proposed Amendment

- Legislation and planning policy seek to ensure that land contamination from former and current land uses do not affect environmental and/or human health.

- 

- The proposed amendment seeks to apply an Environmental Audit Overlay to 48 sites that have been identified as land uses with a high potential for causing land contamination as a result of current and former use. These sites include petrol stations, dry cleaners, mechanics and a former landfill. The sites identified are listed at Appendix 1. A copy of a draft explanatory report which is required as part of an authorisation amendment request to the Minister for Planning is provided at Appendix 2.

- 

The purpose of the Environmental Audit Overlay is to ensure that potentially contaminated land is suitable for a use which could be significantly adversely affected by any contamination. It requires that before a sensitive use (residential use, child care centre, pre-school centre or primary school) commences or before the construction or carrying out of buildings and works in association with a sensitive use commences, through either:

- A certificate of environmental audit must be issued for the land in accordance with Part IXD of the Environment Protection Act 1970, or
- An environmental auditor appointed under the Environment Protection Act 1970 must make a statement in accordance with Part IXD of that Act that the environmental conditions of the land are suitable for the sensitive use.
- 
- The planning system allows for existing uses to continue to operate (whether they are considered to be sensitive or not) following the application of the Environmental Audit Overlay. The Environmental Audit Overlay requires a future level of investigation if a sensitive use or building and works in association with an existing sensitive use is proposed. In the case of landfills, the potential impacts may play out for many decades after closure. The protection of human health is the key consideration.
- 
- Without the application of the Environmental Audit Overlay there is a risk that development may occur on sites that have legacy contamination. There are instances where development could occur as of right without requiring a planning permit. The application of the Environmental Audit Overlay would ensure that confirmation as to the safety and suitability of a site for the use and/or development will provide assurances to any landowner/occupier, community and Council.
- 
- The Environmental Audit Overlay is the appropriate statutory tool to ensure that the detailed consideration of site contamination occurs prior to the establishment of any new sensitive use. It provides for public disclosure of sites impacted by or containing potentially contaminated land, in a manner consistent with sound planning practice, which is accessible by any person. It also ensures that disclosure in any sale of land transaction via a planning certificate forming part of the vendors statement.

The amendment has been prepared in accordance with General Practice Note Potentially Contaminated Land and Ministerial Direction 1 – Potentially Contaminated Land. The Amendment has also been legally reviewed as to its merits and methodology.

**3.3.2 Legislative Changes**

The Environment Protection Amendment Act 2018 (the Amendment Act) will come into effect on 1 July 2021, amending the Environment Protection Act 2017 and revoking the Environment Protection Act 1970. There have been corresponding updates to the Victorian planning system to ensure that there is effective integration between the environment protection framework and the planning system in Victoria (subject to the approval by the Minister for Planning). These updates will be to the Environmental Audit Overlay, Ministerial Direction 1 and the Planning Practice Note No. 30.

As part of the legal review undertaken in relation proposed Planning Scheme Amendment C168, it was noted that the Amendment is consistent with the legislative reform that is commencing at 1 July 2021.

**3.4 Options**

**3.4.1 Option 1**

Request the Minister for Planning to authorise the preparation of a Planning Scheme Amendment to apply the Environmental Audit Overlay to the 48 sites listed in Appendix 1 to this report, and once authorised, commence public exhibition of the Amendment.

**3.4.2 Option 2**

Council has the option of not pursuing the proposed Amendment. This option is not supported by officers.

Officers recommend Option 1 as the proposed Planning Scheme Amendment has sufficient strategic merit to warrant proceeding to public exhibition.

**4. Conclusion**

**4.1 Environmental Implications**

The test for the application of the Environmental Audit Overlay is the potential for land contamination. The 48 sites listed in the proposed amendment are all land uses with a high potential for causing land contamination. Applying the Environmental Audit Overlay ensures that if a site were to be used or developed for a new sensitive use, the correct investigation would occur to ensure the safety and suitability of that site.

**4.2 Social Implications**

The amendment will reduce risks to the health and well-being of landowners, occupiers and visitors by ensuring the future use and development of the land will not pose any undue risk to sensitive uses. The presence of the overlay will provide the public current information which will allow them to make informed decisions in relation to the land.




**4.3 Cost Implications**

The cost and time to undertake an environmental audit and potential remediation of land may impact the viability and types of future use and development. The amendment will allow informed decisions to be made through the public disclosure of the Environmental Audit Overlay prior to initiating a planning permit application process or purchasing land.

**Appendices**

Appendix 1 - Amendment C168- Potentially Contaminated Land (Ref 21/94402)  [↓](#)

Appendix 2 - C168 Explanatory Report (Ref 21/94400)  [↓](#)

Appendix 3 - Planning Practice Note No. 30 (Ref 21/96782)  [↓](#)

Appendix 4 - Ministerial Direction No. 1 (Ref 21/96784)  [↓](#)

Author/s: Sarah Capenerhurst, Principal Strategic Planner  
Reviewed and Approved By: Rita Astill, Team Leader Strategic Planning  
Tania Asper, Acting Manager City Strategy  
Paul Marsden, A/General Manager Planning and Development

# 8.3

## KINGSTON PLANNING SCHEME AMENDMENT C168 - ENVIRONMENTAL AUDIT OVERLAY

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3	Planning Practice Note No. 30.....	137
4	Ministerial Direction No. 1 .....	147

# Amendment C168- Potentially Contaminated Land

Application of Environmental Audit Overlay to Petrol Stations, Drycleaners and Landfill.

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# Definitions

Zones	
GRZ2	General Residential Zone- Schedule 2
GRZ3	General Residential Zone- Sc
IN1Z	Industrial 1 Zone
ACZ1	Activity Centre Zone- Schedule 1 (Cheltenham Activity Centre)
ACZ2	Activity Centre Zone- Schedule 2 (Mentone Activity Centre)
ACZ3	Activity Centre Zone- Schedule 3 (Moorabbin Activity Centre)
CDZ1	Comprehensive Development Zone- Schedule 1
C1Z	Commercial Zone- Schedule 1
C2Z	Commercial Zone- Schedule 2
PPRZ	Public Park and Recreation Zone
Overlays	
EAO	Environmental Audit Overlay
DDO1	Design and Development Overlay Schedule 1 (Urban Coastal Height Control Area)
DDO5	Design and Development Overlay Schedule 5 (Aviation Obstacle Referral Height Area No 2)
DDO7	Design and Development Overlay Schedule 7 (Urban Coastal Foreshore Setback Control)
DDO12	Design and Development Overlay Schedule 12 (Highett Activity Centre)
SBO	Special Building Overlay
AEO1	Airport Environs Overlay (Schedule 1) – Moorabbin Airport



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## Banksia Ward

- 2-14 Thompson Road, Patterson Lakes VIC 3197
- 1 Thompson Road, Patterson Lakes VIC 3197



# 2-14 Thompson Road, Patterson Lakes VIC 3197

Current Zoning	Current Overlays	Change in Overlay	Current/Existing Use	Ownership	Map No.
GRZ3	Nil	EAO	Petrol Station (existing)	Private	10ZN 10EAO (proposed)



The site is zoned General Residential Zone (Schedule 3). Located on the corner of Thompson Road and McLeod Road, is a service station (Caltex). Includes an automotive business on the site.

The zone allows sensitive uses to occur. The site is considered to have a 'high potential' for contamination in accordance with the General Practice Note - Potentially Contaminated Land (2005). The potential contamination associated with a petrol station is usually caused by the slow leakages from underground tanks or which are used to store petrol and/or chemical use which has overtime leaked into the ground. The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

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# 1 Thompson Road, Patterson Lakes VIC 3197

Current Zoning	Current Overlay	Change in Overlay	Current/Existing Use	Ownership	Map No.
CDZ1	Nil	EAO	Petrol Station	Private	10ZN 10EAO (proposed)



Located within the Endeavour Cover precinct, in the Comprehensive Development Zone (Schedule 1) is a service station (United Energy).

The northern part of the site is used as a carwash. The zone allows sensitive uses to occur. The site is considered to have a 'high potential' for contamination in accordance with the General Practice Note - Potentially Contaminated Land (2005). The potential contamination associated with a petrol station is usually caused by the slow leakages from underground tanks or which are used to store petrol and/or chemical use which has overtime leaked into the ground. The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

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## Longbeach Ward

- 469-471 Nepean Highway, Chelsea VIC 3196
- 241 Wells Road, Chelsea Heights VIC 3196
- 385A Nepean Highway, Chelsea VIC 3196





# 469-471 Nepean Highway, Chelsea VIC 3196

Existing Zone	Existing Overlays	Change in Overlay	Use	Ownership	Map No.
GRZ2	DDO1 DDO7	Addition of EAO	Petrol Station (existing)	Private	09ZN 09EAO (proposed)



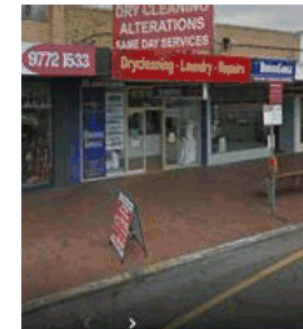
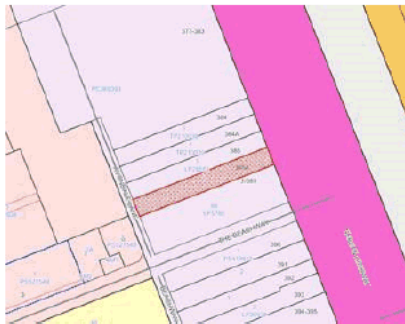
Site is a current petrol station (Caltex). Located on the corner of Newington Parade and Nepean Highway. The zone allows sensitive uses to occur. The site is considered to have a 'high potential' for contamination in accordance with the General Practice Note - Potentially Contaminated Land (2005). The potential contamination associated with a petrol station is usually caused by the slow leakages from underground tanks or which are used to store petrol and/or chemical use which has overtime leaked into the ground. The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

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# 385A Nepean Highway, Chelsea VIC 3196

Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
C1Z	DDO1 DDO7	Addition of EAO	Drycleaner (existing)	Private	08ZN 08EAO (proposed)



Located within the Chelsea Activity Centre. Dry cleaner establishments are quite common in urban settings with this zone allowing sensitive uses to occur. The potential contamination associated with a dry cleaner is usually caused by the slow leakages and disposal methods of the commonly used solvent 'perchloroethylene' (PERC). The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

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# 241 Wells Road, Chelsea Heights VIC 3196

Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
CZ2	Nil	EAO	Petrol Station	Private	08ZN 08EAO (proposed)



Located in an existing Commercial precinct (surrounded by a mixture of uses) in the Commercial 2 Zone. The site is used as a service station (Caltex). To the north is a car wash facility. To the east (rear) is the Mornington Freeway. To the east is residential zoned land which has recently been proposed to be a childcare facility (contamination issues were addressed as part of the permit).

The site is considered to have a 'high potential' for contamination in accordance with the General Practice Note - Potentially Contaminated Land (2005). The potential contamination associated with a petrol station is usually caused by the slow leakages from underground tanks or which are used to store petrol and/or chemical use which has overtime leaked into the ground. The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

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## Sandpiper Ward

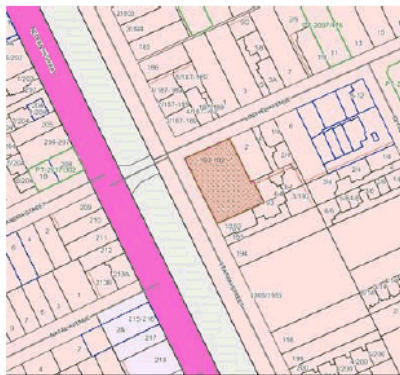
- 190-192 Station Street, Edithvale VIC 3196
- 326-327 Nepean Highway, Edithvale VIC 3196





# 190-192 Station Street, Edithvale VIC 3196

Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
GRZ3	Nil	EAO	Petrol Station	Private	07ZN 07EAO (proposed)



General Residential (Schedule 3). Site is located opposite the Frankston Railway line. Land to the north, east and south is residential. Located on the corner of Lochiel Avenue and Station Street.

The site is use as service station (BP). The zone allows sensitive uses to occur. The site is considered to have a 'high potential' for contamination in accordance with the General Practice Note - Potentially Contaminated Land (2005). The potential contamination associated with a petrol station is usually caused by the slow leakages from underground tanks or which are used to store petrol and/or chemical use which has overtime leaked into the ground. The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

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# 326-327 Nepean Highway, Edithvale VIC 3196

Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
GRZ2	DDO1 DDO7	Addition of EAO	Previously used as mechanics/service station	Private	08ZN 08EAO (proposed)



The site was used as a mechanics/service station and it is believed that the tanks are still on the site from assessing aerial photographs. The site is currently fenced off with temporary fencing and is considered to be derelict. The zone allows sensitive uses to occur. The site is considered to have a 'high potential' for contamination in accordance with the General Practice Note - Potentially Contaminated Land (2005). The potential contamination associated with a petrol station is usually caused by the slow leakages from underground tanks or which are used to store petrol and/or chemical use which has overtime leaked into the ground. The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.





## Yammerbook

- 14 Station Street, Aspendale VIC 3195
- 320-328 Wells Road, Aspendale Gardens, VIC 3195
- 2-4 Langslow Road, Aspendale Gardens, VIC 3195
- 102- 105 Nepean Highway, Aspendale
- 2-4 Sutherland Avenue, Aspendale Gardens
- 918-928 Springvale Road, Braeside VIC 3195
- 402-404 Lower Dandenong Road, Braeside, VIC 3195
- 25-27 Park Way, Braeside, VIC 3195 (Drycleaners)
- 122-134 Boundary Road, Braeside VIC 3195



# 14 Station Street, Aspendale VIC 3195

Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
GRZ3	Nil	EAO	Former petrol station	Private	07ZN 07EAO (proposed)



Former petrol station with tanks removed in January 2018. Located on the corner of Station Street, opposite the Frankston Railway line to the west and Mordialloc High School to the north. Residential dwellings surround the site to the north east and southeast. Planning application was approved for the use and development of a childcare facility (KP-2018/602). A condition on permit required a 53X environmental audit. As this has yet to be completed, it is recommended a EAO is applied to the site.

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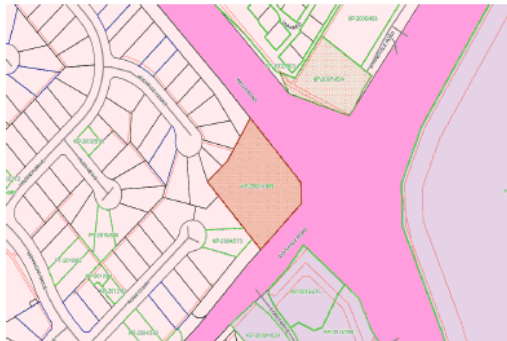




# 320-328 Wells Road, Aspendale Gardens, VIC 3195



Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
GRZ3	ESO3	Addition of EAO	Petrol Station	Private	08ZN 08EAO (proposed)



Residential dwellings surround the site to the north and west. On the southern side of Edithvale Road is a Commercial precinct consisting of fast food (McDonalds). The site has been used as a petrol station since at least the late 1990s. The zone allows sensitive uses to occur. The site is considered to have a 'high potential' for contamination in accordance with the General Practice Note - Potentially Contaminated Land (2005). The potential contamination associated with a petrol station is usually caused by the slow leakages from underground tanks or which are used to store petrol and/or chemical use which has overtime leaked into the ground. The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

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# 2-4 Langslow Road, Aspendale Gardens, VIC 3195



Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
GRZ3	Nil	EAO	Petrol Station	Private	08ZN 08EAO (proposed)



Located on the corner of Langslow Road and Wells Road. Surrounded to the west, south and east by residential development.

The zone allows sensitive uses to occur. The site is considered to have a 'high potential' for contamination in accordance with the General Practice Note - Potentially Contaminated Land (2005). The potential contamination associated with a petrol station is usually caused by the slow leakages from underground tanks or which are used to store petrol and/or chemical use which has overtime leaked into the ground. The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

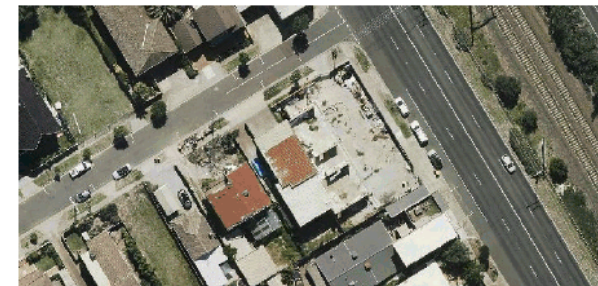
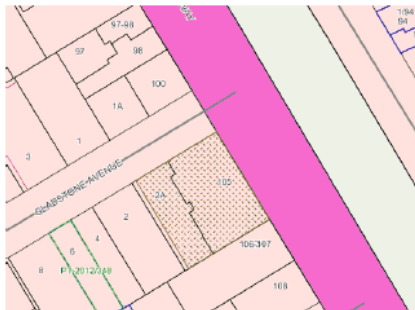
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# 102- 105 Nepean Highway, Aspendale

Current Zone	Current Overlays	Proposed Overlay	Use	Ownership	Map No.
GRZ2	DDO1 DDO7	EAO (proposed)	Former mechanics/petrol Station	Private	07ZN 07EAO (proposed)



The site is considered to have a 'high potential' for contamination in accordance with the General Practice Note - Potentially Contaminated Land (2005).

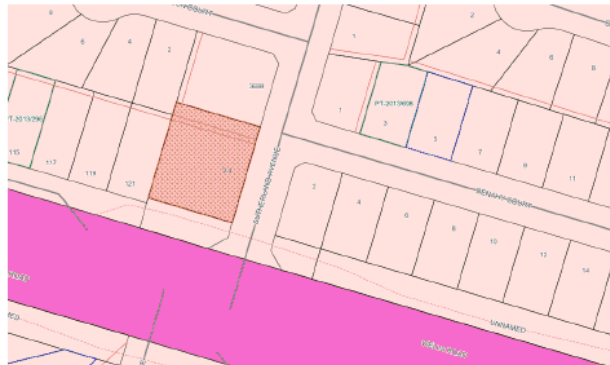
The site was issued with a Clean Up Notice from the EPA and added to the Priority Site Register. As such it is recommended that an EAO be applied to the site.

It is noted that there is a current live planning application before Council (KP-2020/713) for the development of land for five (5) double storey dwellings with basemen car parking and roof decks.

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# 2-4 Sutherland Avenue, Aspendale Gardens

Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
GRZ3	Nil	EAO	Former Petrol Station	Private	08ZN 08EAO (proposed)



Site was a former petrol station with a retail component (fast food takeaway).

Located on the corner of Sutherland Avenue and Wells Road. Surrounded to the north, south west and east by residential development. The zone allows sensitive uses to occur. The site is considered to have a 'high potential' for contamination in accordance with the General Practice Note - Potentially Contaminated Land (2005). The potential contamination associated with a petrol station is usually caused by the slow leakages from underground tanks or which are used to store petrol and/or chemical use which has overtime leaked into the ground. The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

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# 918-928 Springvale Road, Braeside VIC 3195

Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
GWZ3	Nil	EAO	Petrol Station	Private	08ZN 08EAO (proposed)



Site is a current petrol station (Shell) located within the northern portion of the site. Along the southern boundary is a Nandos restaurant. Located on the corner of Springvale Road and Governor Road. Located to the north and west is Green Wedge Zone land used for sporting facilities. Further to the west is Braeside Park. To the south is residential land (GRZ3) and to the east is the municipal boundary of Greater Dandenong with GWZ used for mini golf.

The site is considered to have a 'high potential' for contamination in accordance with the General Practice Note - Potentially Contaminated Land (2005). The potential contamination associated with a petrol station is usually caused by the slow leakages from underground tanks or which are used to store petrol and/or chemical use which has overtime leaked into the ground. The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

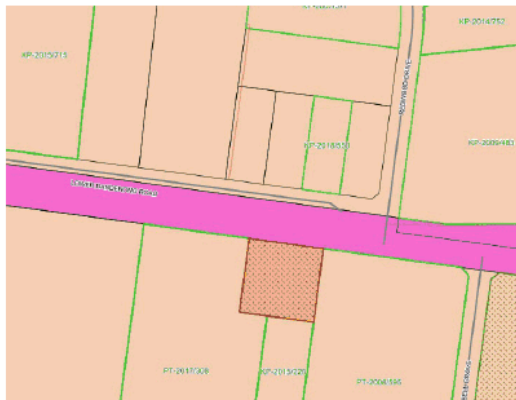
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# 402-404 Lower Dandenong Road, Braeside, VIC 3195



Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
INZ1	DDO4 AEO1	Addition of EAO	Petrol Station	Private	06ZN 06EAO (proposed)



Site is a current petrol station (United) and includes a car wash on the site. Located on the southern side of Lower Dandenong Road. Surrounded entirely by an existing industrial precinct (north, east, south and west).

Whilst the zone does not allow a typical sensitive use (dwelling), the site is considered to have a 'high potential' for contamination in accordance with the General Practice Note - Potentially Contaminated Land (2005). The potential contamination associated with a petrol station is usually caused by the slow leakages from underground tanks or which are used to store petrol and/or chemical use which has overtime leaked into the ground. The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed.

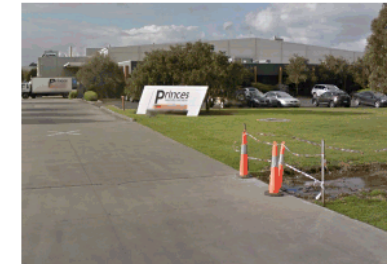
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# 25-27 Park Way, Braeside, VIC 3195



Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
INZ1	DDO5	Addition of EAO	Drycleaner	Private	06ZN 06EAO (proposed)



Site is used for a dry cleaning facility (Princess Dry Cleaning). Very large site located within an existing industrial precinct. Braeside Park lies to the east, which is separated by the proposed Mordialloc Freeway extension.

Dry cleaner establishments are quite common in urban settings with this zone allowing sensitive uses to occur. The potential contamination associated with a dry cleaner is usually caused by the slow leakages and disposal methods of the commonly used solvent 'perchloroethylene' (PERC). The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

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# 122-134 Boundary Road, Braeside VIC 3195

Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
INZ1	DDO5	Addition of EAO	Petrol Station	Private	05ZN 05EAO (proposed)



Site is used for a service station (Caltex). Very large site located within an existing industrial precinct. To the west is White Street with residential development along south side of White Street and a golf course to the north. To the north, south and east is land used for industrial purposes. The site includes several titles. Sharing the site is a tyre shop and mechanic to the rear.

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## Melaleuca Ward

- 201 Boundary Road, Mordialloc VIC 3195
- 352 Lower Dandenong Road, Mordialloc VIC
- Rear 222 and 222-224 Lower Dandenong Road, Mordialloc VIC 3195
- 234-236 Lower Dandenong Road, Mordialloc. VIC 3195
- 290 Como Parade West, Parkdale VIC 3195
- 165 Warren Road, Parkdale VIC 3195



# 201 Boundary Road, Mordialloc VIC 3195

Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
INZ1	LSIO DDO5	Addition of EAO	Petrol Station	Private	05ZN 05EAO (proposed)



Land to the north, east and south is industrial. Land to the west is the Woodlands Golf Club (SUZ1). Site is used for s service station (Shell).

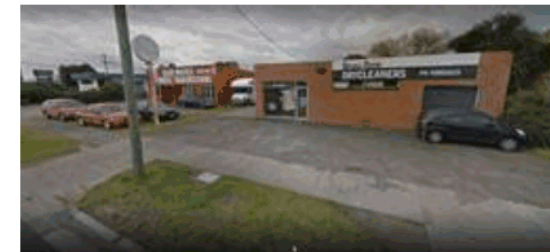
The site is considered to have a 'high potential' for contamination in accordance with the General Practice Note - Potentially Contaminated Land (2005). The potential contamination associated with a petrol station is usually caused by the slow leakages from underground tanks or which are used to store petrol and/or chemical use which has overtime leaked into the ground. The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

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# 352 Lower Dandenong Road, Mordialloc VIC



Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No .
INZ1	DDO4 AEO1 LSIO	Addition of EAO	Dry cleaner	Private	05ZN 05EAO (proposed)



Beau-Tone Drycleaners. The site is located opposite the Moorabbin Airport, on the corner of the intersection of Lower Dandenong Road and Boundary Road. Situated within an existing older industrial precinct that has yet to undergo renewal.

Located within the Chelsea Activity Centre. Dry cleaner establishments are quite common in urban settings with this zone allowing sensitive uses to occur. The potential contamination associated with a dry cleaner is usually caused by the slow leakages and disposal methods of the commonly used solvent ‘perchloroethylene’ (PERC). The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed.

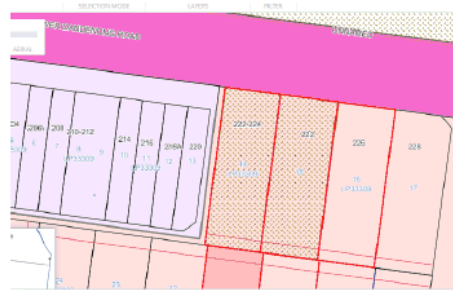
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# Rear 222 and 222-224 Lower Dandenong Road, Mordialloc VIC 3195



Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
GRZ3	DDO4 AEO1	Addition of EAO	Motor Repairs	Private	05ZN 05EAO (proposed)



The site is considered to have a 'high potential' for contamination in accordance with the General Practice Note - Potentially Contaminated Land (2005). The potential contamination associated with a petrol station is usually caused by the slow leakages from underground tanks or which are used to store petrol and/or chemical use which has overtime leaked into the ground. The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

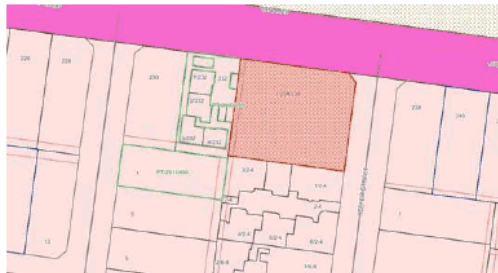
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# 234-236 Lower Dandenong Road, Mordialloc, VIC 3195



Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
GRZ3	DDO4 AEO1	Addition of EAO	Previous service station. Currently motor repair	Private	05ZN 05EAO (proposed)



The site was used as a wheel repair and motor bike shop, then in August 1983, a retail clothing shop. It was possibly also used as a clothing manufacture in the 1960s.

The service station component was constructed in 1956 with an additional area added to the original building in 1959 (for the retail component). From 1956, the site has continually operated as a service station with panel works being provided in conjunction. Currently it appears to only be utilised as a motor repair.

The site is considered to have a 'high potential' for contamination in accordance with the General Practice Note - Potentially Contaminated Land (2005). The potential contamination associated with a petrol station is usually caused by the slow leakages from underground tanks or which are used to store petrol and/or chemical use which has overtime leaked into the ground. The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

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# 290 Como Parade West, Parkdale VIC 3195



Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
C1Z	DDO1	Addition EAO	Former petrol station	Private	05ZN 05EAO (proposed)



The site is located within the Parkdale Neighbourhood Activity Centre and is situated just southwest of Parkers Road and the Parkdale Train Station. The site is a disused petrol station with tanks still remaining on site.

The zone allows sensitive uses to occur. The site is considered to have a 'high potential' for contamination in accordance with the General Practice Note - Potentially Contaminated Land (2005). The potential contamination associated with a petrol station is usually caused by the slow leakages from underground tanks or which are used to store petrol and/or chemical use which has overtime leaked into the ground. The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

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# 165 Warren Road, Parkdale VIC 3195

Current Zone	Current Overlays	Proposed Overlay	Use	Ownership	Map No.
GRZ3	Nil	EAO	Motor repair with fuel pumps	Private	05ZN 05EAO (proposed)



Located in the GRZ3 zone, on the corner of Warren Road and Reid Street, Parkdale, is an existing automotive shop with fuel tanks (AMK Motors). Residential dwellings surround the site to the west and south. To the north and east are further residential dwellings, across their respective roads. The site is considered to have a 'high potential' for contamination in accordance with the General Practice Note - Potentially Contaminated Land (2005). The potential contamination associated with a petrol station is usually caused by the slow leakages from underground tanks or which are used to store petrol and/or chemical use which has overtime leaked into the ground. The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

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## Como Ward

- 105-107 Nepean Highway, Mentone VIC3194
- 56 Nepean Highway, Mentone VIC 3194
- 53-77 Balcombe Road, Mentone VIC 3194
- 94 Nepean Highway, Mentone VIC 3194 (dry cleaning facility)
- 47 Florence Street, Mentone
- 31-35 Swanston Street, Mentone VIC 3194
- 39 Swanston Street, Mentone VIC 3194
- 267 Charman Road, Cheltenham, VIC 3192
- 299-311 Charman Road, Cheltenham VIC 3192





# 105-107 Nepean Highway, Mentone VIC3194

Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
GRZ3	Nil	EAO	Petrol Station	Private	05ZN 05EAO Proposed



Located on the corner of Nepean Highway and Warrigal Road. Land immediately abutting the site is used for residential purposes. The site has been used as a petrol station since at least the late 1990s. The zone allows sensitive uses to occur. The site is considered to have a 'high potential' for contamination in accordance with the General Practice Note - Potentially Contaminated Land (2005). The potential contamination associated with a petrol station is usually caused by the slow leakages from underground tanks or which are used to store petrol and/or chemical use which has overtime leaked into the ground. The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

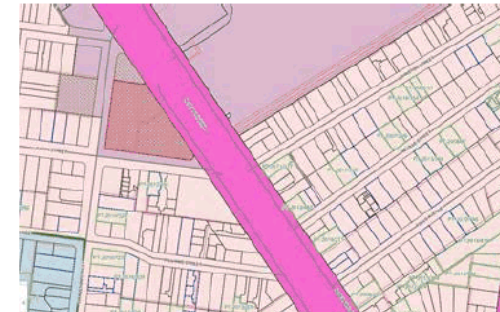
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# 56 Nepean Highway, Mentone VIC 3194

Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
C1Z	SBO	Addition of EAO	Petrol Station	Private	05ZN 05SBO 05EAO (proposed)



Located on the corner of Nepean Highway and Swanston Street is a service station (BP). Located within a C2Z with residential land to the south. The site that immediately abuts the service station to the south (No. 58-64 Nepean Highway) is a car dealership (Ford Jefferson). A SBO is located on the site as well. The site to the west, located off Swanston Street, include commercial zoned activities including a battery retailer and a tyre shop. The site has been used as a petrol station since at least the late 1990s. The zone allows sensitive uses to occur. The site is considered to have a 'high potential' for contamination in accordance with the General Practice Note - Potentially Contaminated Land (2005). The potential contamination associated with a petrol station is usually caused by the slow leakages from underground tanks or which are used to store petrol and/or chemical use which has overtime leaked into the ground. The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

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# 53-77 Balcombe Road, Mentone VIC 3194

Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
ACZ2	Nil	EAO	Petrol Station and mechanics	Private	05ZN 05EAO (proposed)



Located on the corner of Balcombe Road and Station Street just within the boundary of the Mentone ACZ(2) is an existing service station (Caltex) and mechanics. The site is located to the east of the Frankston Railway Line (including the car park for commuters).

The site has been used as a petrol station since at least the late 1990s. The zone allows sensitive uses to occur. The site is considered to have a 'high potential' for contamination in accordance with the General Practice Note - Potentially Contaminated Land (2005). The potential contamination associated with a motor repairs use and petrol station is usually caused by the slow leakages from underground tanks or which are used to store petrol and/or chemical use which has overtime leaked into the ground. The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

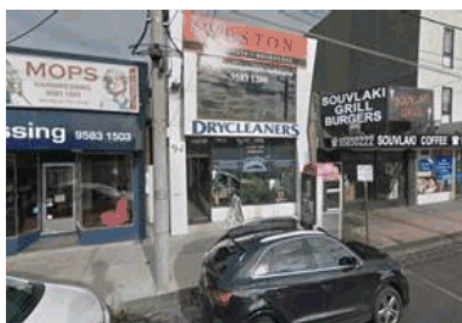
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# 94 Nepean Highway, Mentone VIC 3194



Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
C1Z	Nil	EAO	Drycleaner	Private	05ZN 05EAO (proposed)



A Planning Permit was issued on 15 October 2009 for the site to be used for service industry (dry cleaner) with a reduction in car parking requirements. The application was submitted to the EPA, who provided conditions which were placed on the permit issued.

Dry cleaner establishments are quite common in urban settings with this zone allowing sensitive uses to occur. The potential contamination associated with a dry cleaner is usually caused by the slow leakages and disposal methods of the commonly used solvent 'perchloroethylene' (PERC). The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

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# 47 Florence Street, Mentone, VIC 3194

Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
ACZ2	HO58	EAO	Drycleaners	Private	05ZN 05EAO 05HO



Site is located on Florence Street and corner of Granary Lane, within the Mentone Activity Centre.

Dry cleaner establishments are quite common in urban settings with this zone allowing sensitive uses to occur. The potential contamination associated with a dry cleaner is usually caused by the slow leakages and disposal methods of the commonly used solvent ‘perchloroethylene’ (PERC). The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

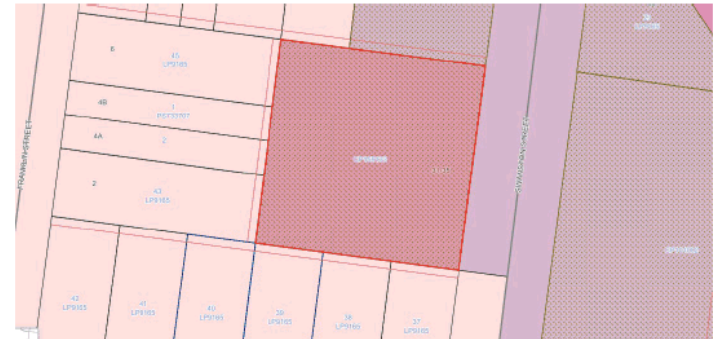
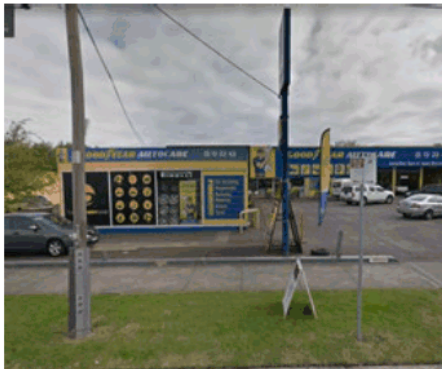
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# 31-35 Swanston Street, Mentone VIC 3194

Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
C2Z	SBO	Addition of EAO	Mechanics	Private	05ZN 05EAO (proposed) 05SBO



Located on the Swanston Street nearby to the boundary of the Mentone ACZ(2) is mechanics specialising in tyres. The site is considered to have a 'high potential' for contamination in accordance with the General Practice Note - Potentially Contaminated Land (2005). The zone allows for sensitive uses.

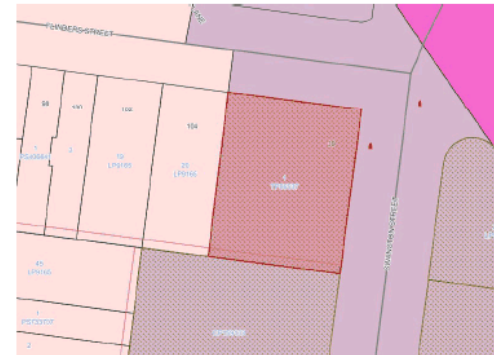
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# 39 Swanston Street, Mentone VIC 3194

Current zone	Current overlay	Proposed overlay	Use	Ownership	Map No.
C2Z	SBO	Addition of EAO	Mechanics	Private	05EAO (proposed) 05ZN 05SBO



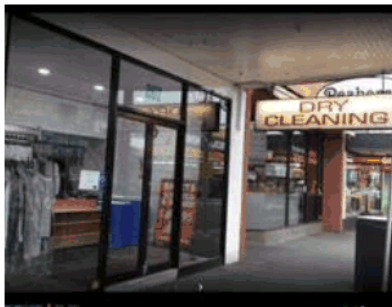
Located on the Swanston Street nearby to the boundary of the Mentone ACZ(2) is a mechanics. The site is considered to have a 'high potential' for contamination in accordance with the General Practice Note - Potentially Contaminated Land (2005). The zone allows for sensitive uses.

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# 267 Charman Road, Cheltenham, VIC 3192



Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
ACZ1	Nil	EAO	Drycleaner	Private	04ZN 04EAO (proposed)



Located on Charman Road, within the main Cheltenham Activity Centre (ACZ1) hub, is the Harrick Jefferys Dry-cleaning facility. A GRWZ features nearby. The drycleaners has been in operation for at least the last 20 years.

Dry cleaner establishments are quite common in urban settings with this zone allowing sensitive uses to occur. The potential contamination associated with a dry cleaner is usually caused by the slow leakages and disposal methods of the commonly used solvent 'perchloroethylene' (PERC). The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

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# 299-311 Charman Road, Cheltenham VIC 3192



Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
ACZ1	Nil	EAO	Petrol Station	Private	04ZN 04EAO (proposed)



Surrounded by a mixture of uses. GWRZ also applies.

The zone allows sensitive uses to occur. The site is considered to have a 'high potential' for contamination in accordance with the General Practice Note - Potentially Contaminated Land (2005). The potential contamination associated with a petrol station is usually caused by the slow leakages from underground tanks or which are used to store petrol and/or chemical use which has overtime leaked into the ground. The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

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## Chicquita Ward

- 290 Warrigal Road, Cheltenham VIC 3192
- 309-313 Warrigal Road, Cheltenham VIC 3192



# 290 Warrigal Road, Cheltenham VIC 3192



Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
GRZ3	Nil	EAO	Petrol Station	Private	05ZN 05EAO (proposed)



Located on the corner of Warrigal Road and Centre Dandenong Road is a service station (Shell). Zoned General Residential Zone (Schedule 3). The site is situated to the north and west of existing residential development.

The zone allows sensitive uses to occur. The site is considered to have a 'high potential' for contamination in accordance with the General Practice Note - Potentially Contaminated Land (2005). The potential contamination associated with a petrol station is usually caused by the slow leakages from underground tanks or which are used to store petrol and/or chemical use which has overtime leaked into the ground. The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

*community inspired leadership*



# 309-313 Warrigal Road, Cheltenham VIC 3192

Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
IN1Z	Nil	EAO	Petrol Station	Private	05ZN 05EAO (proposed)



Located on the corner of Warrigal Road and Bernard Street. The site is opposite a residential estate to the east of Warrigal Road. To the south, west and north are smaller factories predominately used for industrial/commercial purposes. The site is considered to have a 'high potential' for contamination in accordance with the General Practice Note - Potentially Contaminated Land (2005). The potential contamination associated with a petrol station is usually caused by the slow leakages from underground tanks or which are used to store petrol and/or chemical use which has overtime leaked into the ground. The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if further development is proposed.

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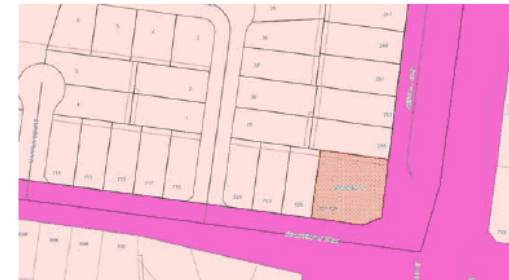


## Caruana Ward

- 727- 729 Heatherton Road, Clayton South, VIC 3169
- 370 Boundary Road, Dingley Village, VIC 3172
- 625-643 Lower Dandenong Road, Dingley Village VIC 3172
- 277-283 Centre Dandenong Road, Dingley Village VIC 3172
- 6/105 Centre Dandenong Road, Dingley Village VIC 3172 .

# 727-729 Heatherton Road, Clayton South

Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
GRZ3	Nil	EAO	Petrol Station	Private	03ZN 03EAO (proposed)



General Residential Zone (Schedule 3). Site is a current petrol station (BP). Located on the corner of Heatherton Road and Westall Road. Surrounded to the west, north and east by residential development. On the south side of Westall Road is additional residential development.

The zone allows sensitive uses to occur. The site is considered to have a 'high potential' for contamination in accordance with the General Practice Note - Potentially Contaminated Land (2005). The potential contamination associated with a petrol station is usually caused by the slow leakages from underground tanks or which are used to store petrol and/or chemical use which has overtime leaked into the ground. The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

# 370 Boundary Road, Dingley Village, VIC 3172



Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
IN1Z	Nil	EAO	Petrol Station	Private	06ZN 06EAO (proposed)



The site is within an Industrial Zone (schedule 1) and forms part of a wider industrial precinct with mechanics nearby. Immediately abutting the site to the north is a McDonalds. The site is used as a service station (Shell). To the north of the site is Green Wedge zoned land, to the west is the Moorabbin Airport Precinct.

The site is considered to have a 'high potential' for contamination in accordance with the General Practice Note - Potentially Contaminated Land (2005). The potential contamination associated with a petrol station is usually caused by the slow leakages from underground tanks or which are used to store petrol and/or chemical use which has overtime leaked into the ground. The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

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# 625-643 Lower Dandenong Road, Dingley Village VIC 3172



Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
GRZ3	Nil	EAO	Petrol Station	Private	06ZN 06EAO (proposed)



Land to the north and west is GRZ3. Land to the east and south is Green Wedge Zone.

The site is used as a Service Station with car wash (United Petrol Station). The zone allows sensitive uses to occur. The site is considered to have a 'high potential' for contamination in accordance with the General Practice Note - Potentially Contaminated Land (2005). The potential contamination associated with a petrol station is usually caused by the slow leakages from underground tanks or which are used to store petrol and/or chemical use which has overtime leaked into the ground. The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

*community inspired leadership*



# 277-283 Centre Dandenong Road, Dingley Village VIC 3172



Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
RDZ2 GRZ3	SBO UGB	Addition of EAO	Petrol Station	Private	06ZN 06EAO (proposed)



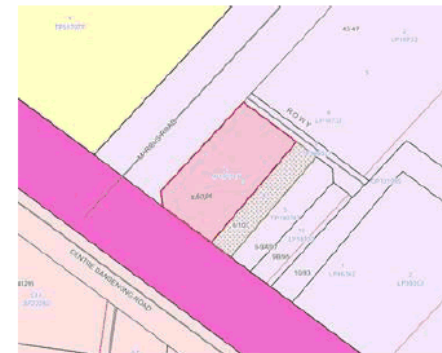
Land to the south is residential but is used as an indoor swimming pool. Land to the north was a former landfill (now owned by Hawthorn Football Club). Land to the west is used for residential purposes. The zone allows sensitive uses to occur. The site is considered to have a 'high potential' for contamination in accordance with the General Practice Note - Potentially Contaminated Land (2005). The potential contamination associated with a petrol station is usually caused by the slow leakages from underground tanks or which are used to store petrol and/or chemical use which has overtime leaked into the ground. The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

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# 6/105 Centre Dandenong Road, Dingley Village VIC 3172 .



Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
C1Z	DDI15	Addition of EAO	Drycleaners	Private	06ZN 06EAO (proposed)



The site is occupied by a dry cleaner. Dry cleaner establishments are quite common in urban settings with this zone allowing sensitive uses to occur. The potential contamination associated with a dry cleaner is usually caused by the slow leakages and disposal methods of the commonly used solvent 'perchloroethylene' (PERC). The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

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## Wattle Ward

- 1150 and 1152B Nepean Highway, Highett, VIC 3190
- 10 Railway Parade. Highett VIC 3190 (drycleaner)



# 10 Railway Parade, Highett VIC 3190

Current Use	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
C1Z	DDO12	Addition of EAO	Drycleaners	Private	01ZN 01EAO (proposed)



The site is occupied by a dry cleaner. Dry cleaner establishments are quite common in urban settings with this zone allowing sensitive uses to occur. The potential contamination associated with a dry cleaner is usually caused by the slow leakages and disposal methods of the commonly used solvent ‘perchloroethylene’ (PERC). The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

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# 1150 and 1152B Nepean Highway, Highett, VIC 3190



Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
C2Z	Nil	EAO	Mechanics and Petrol Station	Private	01ZN 01EAO (proposed)



Over two land parcels, located in a C2Z. Used as a mechanics (on the western lot) and service station (United Energy). Used to contain a car wash until 2017. Land directly to the south is Southland mall (Westfields). Land to the north is PPRZ (Sir William Fry). Land to the east is Nepean Highway

The zone allows sensitive uses to occur. The site is considered to have a 'high potential' for contamination in accordance with the General Practice Note - Potentially Contaminated Land (2005). The potential contamination associated with a petrol station is usually caused by the slow leakages from underground tanks or which are used to store petrol and/or chemical use which has overtime leaked into the ground. The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

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## Karkarook Ward

- 582-586 South Road, Moorabbin VIC 3189
- 422-424 South Road, Moorabbin VIC 3189
- 245 Wickham Road, Moorabbin VIC 3189
- 3/265 Wickham Road, Moorabbin VIC 3189
- 63 Kingston Road, Heatherton, VIC 3202
- 15 Ball Road, Heatherton VIC 3202
- 416A Warrigal Road, Heatherton VIC 3202



# 582-586 South Road, Moorabbin VIC 3189

Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
IN1Z	Nil	EAO	Petrol Station	Private	01ZN 01EAO (proposed)



Located within an Industrial 1 Zone (IN1Z) on the corner of Chesterville Road and South Road, is a site used as a service station (Caltex), includes a carwash. To the north of the site is South Road with residential land (located in Glen Eira Municipality). To the south and east is an existing industrial precinct with a mix of uses.

To the west is a residential precinct.

The site has been used as a petrol station since at least the late 1990s. The zone allows sensitive uses to occur. The site is considered to have a 'high potential' for contamination in accordance with the General Practice Note - Potentially Contaminated Land (2005). The potential contamination associated with a motor repairs use and petrol station is usually caused by the slow leakages from underground tanks or which are used to store petrol and/or chemical use which has overtime leaked into the ground. The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

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# 422-424 South Road, Moorabbin VIC 3189

Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
ACZ3	Nil	EAO	Petrol Station	Private	01ZN 01EAO (proposed)



Located within the Moorabbin Activity Centre Zone (ACZ3) is a service station (Coles Express). Located on the corner of South Road and Linton Street with the Moorabbin Reserve to the east and predominately industrial land to the west.

The zone allows sensitive uses to occur. The site is considered to have a 'high potential' for contamination in accordance with the General Practice Note - Potentially Contaminated Land (2005). The potential contamination associated with a motor repairs use and petrol station is usually caused by the slow leakages from underground tanks or which are used to store petrol and/or chemical use which has overtime leaked into the ground. The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

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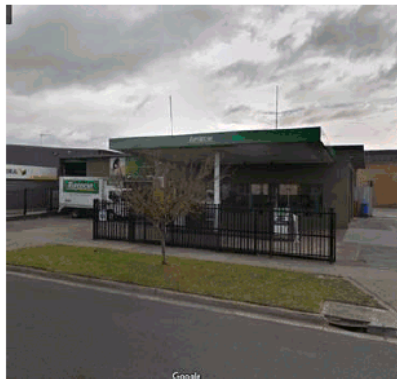




# 245 Wickham Road, Moorabbin VIC 3189



Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
IN1Z	Nil	EAO	Car dealer	Private	01ZN 01EAO (proposed)



The site is located within an existing industrial precinct (IN1Z). The site is a Eurocar dealership with petrol tanks on site.

The site has been used as a petrol station since at least the late 1990s. The zone allows sensitive uses to occur. The site is considered to have a 'high potential' for contamination in accordance with the General Practice Note - Potentially Contaminated Land (2005). The potential contamination associated with a motor repairs use and petrol station is usually caused by the slow leakages from underground tanks or which are used to store petrol and/or chemical use which has overtime leaked into the ground. The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

*community inspired leadership*



# 3/265 Wickham Road, Moorabbin VIC 3189



Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
IN1Z	Nil	EAO	Drycleaner	Private	01ZN 01EAO (proposed)



The site is located within an existing industrial precinct (IN1Z). The site is located in a newer industrial subdivision, on the corner of Birdum Street and Wickham Road. The site is utilised as a drycleaner, specialising in wedding dresses, called Ferrari Wedding Gown Cleaners.

Dry cleaner establishments are quite common in urban settings with this zone allowing sensitive uses to occur. The potential contamination associated with a dry cleaner is usually caused by the slow leakages and disposal methods of the commonly used solvent ‘perchloroethylene’ (PERC). The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

*community inspired leadership*



# 63 Kingston Road, Heatherton, VIC 3202



Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
GRZ3	Nil	EAO	Petrol Station	Private	02ZN 02EAO (proposed)



Located within the GRZ3. Site is used for a service station (Shell) and mechanics.

The zone allows sensitive uses to occur. The site is considered to have a 'high potential' for contamination in accordance with the General Practice Note - Potentially Contaminated Land (2005). The potential contamination associated with a petrol station is usually caused by the slow leakages from underground tanks or which are used to store petrol and/or chemical use which has overtime leaked into the ground. The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

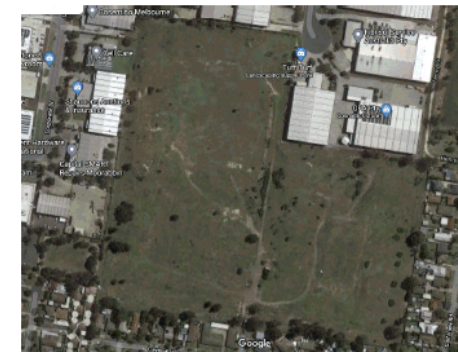
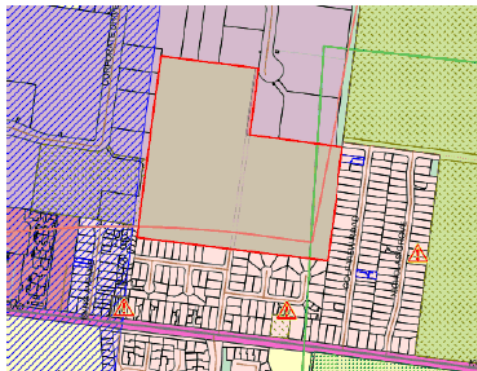
*community inspired leadership*



# 15 Ball Road, Heatherton VIC 3202



Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
PPRZ C2Z	Nil	EAO	Vacant (current) Former landfill	Private	02ZN 02EAO (proposed)



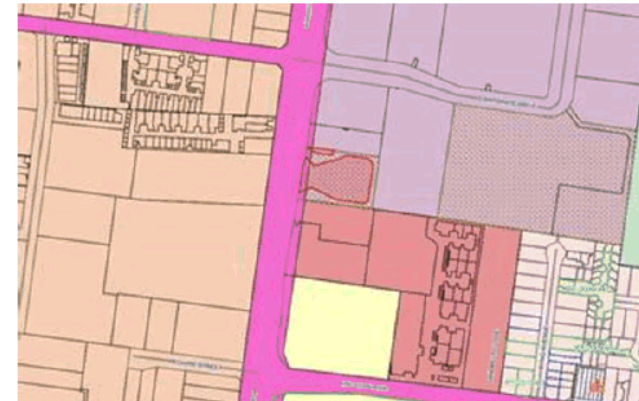
The site is known as Lot 1 Ball Road Heatherton/Lot 2 on Plan of Subdivision 068456. The site was a former landfill operating between 1964-1984 and is zoned PPRZ. The site is considered to have a 'high potential' for contamination in accordance with the General Practice Note - Potentially Contaminated Land (2005).

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# 416A Warrigal Road, Heatherton VIC 3202

Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
C2Z	Nil	EAO	Petrol Station	Private	02ZN 02EAO (proposed)



Located within the Park View Industrial Estate Policy, and in the C2Z zone. The site is used for a service station (Shell) including a car wash on the site.

Opposite the site is an existing older industrial estate. The corporate park to the north and east is approximately 10 years old. To the south is a McDonalds located within the MUZ. The zone allows sensitive uses to occur. The site is considered to have a 'high potential' for contamination in accordance with the General Practice Note - Potentially Contaminated Land (2005). The potential contamination associated with a petrol station is usually caused by the slow leakages from underground tanks or which are used to store petrol and/or chemical use which has overtime leaked into the ground. The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

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## Bunjii Ward

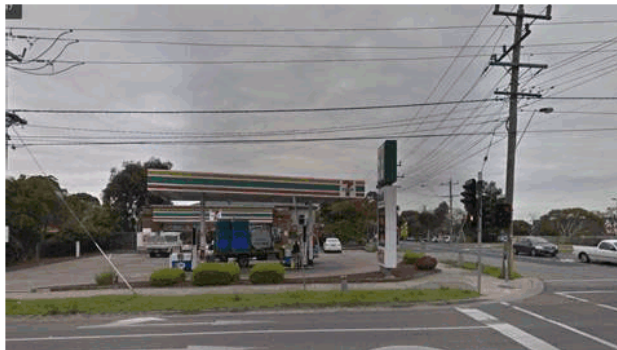
- 1152-1154 Centre Road, Clarinda VIC 3169



# 1152-1154 Centre Road, Clarinda VIC 3169



Current Zone	Current Overlay	Proposed Overlay	Use	Ownership	Map No.
C1Z GRZ3	Nil	EAO	Petrol Station	Private	02ZN 02EAO (proposed)



Dual zoned site (Commercial 1 Zone and General Residential Zone Schedule 3). Site is used as a 7-Eleven. The site should be in one zone (Commercial 1 Zone). The site is located on the corner of Centre Road and Clarinda Road. Opposite the site to the west is a Bunnings. Residential land is located to the east and south (the site immediately south also requires a rezoning as its located in a dual zone and is used for residential purposes).

The zone allows sensitive uses to occur. The site is considered to have a 'high potential' for contamination in accordance with the General Practice Note - Potentially Contaminated Land (2005). The potential contamination associated with a petrol station is usually caused by the slow leakages from underground tanks or which are used to store petrol and/or chemical use which has overtime leaked into the ground. The application of an Environmental Audit Overlay over the subject site will ensure that remediation is adequately managed if a sensitive use is proposed.

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*Planning and Environment Act 1987*

## **KINGSTON PLANNING SCHEME**

### **AMENDMENT C168**

#### **EXPLANATORY REPORT**

##### **Who is the planning authority?**

This amendment has been prepared by the City of Kingston, who is the planning authority for this amendment.

The Amendment has been made at the request of the City of Kingston.

##### **Land affected by the Amendment**

The Amendment applies to the following land:

1. 14 Station Street, Aspendale VIC 3195
2. 320-328 Wells Road, Aspendale Gardens, VIC 3195
3. 2-4 Langslow Road, Aspendale Gardens, VIC 3195
4. 102- 105 Nepean Highway, Aspendale
5. 2-4 Sutherland Avenue, Aspendale Gardens
6. 918-928 Springvale Road, Braeside VIC 3195
7. 402-404 Lower Dandenong Road, Braeside, VIC 3195
8. 25-27 Park Way, Braeside, VIC 3195 (Drycleaners)
9. 122-134 Boundary Road, Braeside VIC 3195
10. 469-471 Nepean Highway, Chelsea VIC 3196
11. 241 Wells Road, Chelsea Heights VIC 3196
12. 385A Nepean Highway, Chelsea VIC 3196
13. 267 Charman Road, Cheltenham, VIC 3192
14. 299-311 Charman Road, Cheltenham VIC 3192
15. 290 Warrigal Road, Cheltenham VIC 3192
16. 309-313 Warrigal Road, Cheltenham VIC 3192
17. 1152-1154 Centre Road, Clarinda VIC 3169
18. 727- 729 Heatherton Road, Clayton South, VIC 3169
19. 370 Boundary Road, Dingley Village, VIC 3172
20. 625-643 Lower Dandenong Road, Dingley Village VIC 3172
21. 277-283 Centre Dandenong Road, Dingley Village VIC 3172
22. 6/105 Centre Dandenong Road, Dingley Village VIC 3172 .
23. 190-192 Station Street, Edithvale VIC 3196
24. 326-327 Nepean Highway, Edithvale VIC 3196
25. 63 Kingston Road, Heatherton, VIC
26. 15 Ball Road, Heatherton VIC 3202
27. 416A Warrigal Road, Heatherton VIC 3202
28. 1150 and 1152B Nepean Highway, Highett, VIC 3190
29. 10 Railway Parade. Highett VIC 3190 (drycleaner)
30. 105-107 Nepean Highway, Mentone VIC3194
31. 56 Nepean Highway, Mentone VIC 3194
32. 53-77 Balcombe Road, Mentone VIC 3194
33. 94 Nepean Highway, Mentone VIC 3194 (dry cleaning facility)
34. 47 Florence Street, Mentone



35. 31-35 Swanston Street, Mentone VIC 3194
36. 39 Swanston Street, Mentone VIC 3194
37. 582-586 SOUTH ROAD, MOORABBIN VIC 3189
38. 422-424 South Road, Moorabbin VIC 3189
39. 245 Wickham Road, Moorabbin VIC
40. 3/265 Wickham Road, Moorabbin VIC 3189
41. 201 Boundary Road, Mordialloc VIC 3195
42. 352 Lower Dandenong Road, Mordialloc VIC
43. Rear 222 and 222-224 Lower Dandenong Road, Mordialloc VIC 3195
44. 234-236 Lower Dandenong Road, Mordialloc. VIC 3195
45. 290 Como Parade West, Parkdale VIC 3195
46. 165 Warren Road, Parkdale VIC 3195
47. 2-14 Thompson Road, Patterson Lakes VIC 3197
48. 1 Thompson Road, Patterson Lakes VIC 3197

A mapping reference table is attached at Attachment 1 to this Explanatory Report.

#### **What the amendment does**

The Amendment will apply an Environmental Audit Overlay (EAO) to the subject land which may be potentially contaminated as a result of past or existing activities associated with one of the following:

- Petrol Station
- Drycleaners
- Landfill (Ball Road, Heatherton)
- Mechanics

#### **Strategic assessment of the Amendment**

##### **Why is the Amendment required?**

The EAO is required to address any site contamination issues before the use or development of the site for sensitive uses (such as residential) commences. Sensitive uses are incompatible with potentially contaminated land. Without a review of the above-mentioned parcels and the consideration of the application of an EAO, there is no mechanism to ensure that an Environmental Audit is carried out to ensure the land is appropriate for sensitive uses.

In 2011, the Victorian Audit General's Office (VAGO) released a report on '*Managing Contaminated Sites in Victoria*'. This included a recommendation that all municipalities conduct a review of the potential risks of land contamination associated with historical land uses. Following that review an independent inquiry into the Environment Protection Authority commenced and included a raft of recommendations. Following these two reports, a Notice of Motion was put up by a City of Kingston Councillor to investigate the VAGO recommendation. This amendment is addressing the VAGO recommendation.

The Amendment is required to apply the Environmental Audit Overlay (EAO) to the subject sites that have been identified as potentially contaminated. The application of the EAO on the site ensures that a requirement for an environmental audit is met before the commencement of any sensitive use (residential use, child care centre, pre-school centre or primary school) or before the commencement of construction or carrying out of buildings and works associated with a sensitive use.

This land meets the definition of 'potentially contaminated land' in Ministerial Direction No. 1 *Potentially Contaminated Land*. The EAO will require an environmental audit to be completed prior to the commencement of any sensitive use (residential, child care centre, pre-school centre or primary school) or buildings and works associated with a sensitive use. It will not require an audit for the continuation of any existing lawful uses. The audit required by the EAO is an audit pursuant to section 53X of the *Environment Protection Act 1970*, which provides an assessment of whether any clean-up

is necessary having regard to the use of the land. The EAO will ensure the appropriate and publicly accessible identification of potentially contaminated land. It will also ensure that the potential contamination is disclosed on a vendor's statement for any sale of land.

Pursuant to Ministerial Direction No. 1 (Potentially Contaminated Land), the definition of 'potentially contaminated land', means 'land used or known to have been used for industry, mining or the storage of chemicals, gas, wastes or liquid fuel'; 'sensitive use' means a residential use, a child care centre, a preschool centre or primary school.

#### **How does the Amendment implement the objectives of planning in Victoria?**

The amendment will implement the objectives of planning in Victoria by applying the recognised planning tool for identifying and managing risk in respect of potentially contaminated land. The EAO will ensure that an environmental audit of the land is completed prior to any new sensitive use commencing or buildings and works associated with a sensitive use. The audit outcomes will also inform any building design and management controls necessary to protect human health.

This will ensure that the future use and development of the land is undertaken in a "fair, orderly, economic and sustainable manner" to secure "a pleasant and efficient working, living and recreational environment for all Victorians and visitors to Victoria."

#### **How does the Amendment address any environmental, social and economic effects?**

##### Environmental Effects

- The amendment identifies the subject properties as potentially contaminated due to previous and/or existing uses as tabled in the General Practice Note 30 – Potentially Contaminated Land. Prior to any new sensitive use commencing or any buildings and works associated with a sensitive use commencing, an environmental audit will be required to assess the environmental condition of the land to determine its suitability. The audit will determine whether the use and or building and works can occur, or if any conditions are required, such as building design and management controls, before the use and development can occur. This will allow the public to make informed decisions on investment, acquisition and use of the land. Any remediation works that may occur as a consequence of the audit process may be considered to be a positive environmental effect.

##### Social Effects

- The amendment will reduce risks to the health and well-being of land owners, occupiers and visitors by ensuring the future use and development of the land will not pose any undue risk to sensitive uses. The presence of the overlay will provide the public current information which will allow them to make informed decisions on investment, use and development of the land.

##### Economic Effects

- The amendment will potentially impact the future use and development of the land. The cost and time to undertake an environmental audit and potential remediation of land may impact the viability and types of future use and development. The amendment will allow informed decisions to be made through the public disclosure of the EAO prior to initiating a planning permit application process or purchasing land.

#### **Does the Amendment address relevant bushfire risk?**

There is no bushfire risk associated with the proposed amendment.

#### **Does the Amendment comply with the requirements of any Minister's Direction applicable to the amendment?**

In the preparation of this Amendment the following Ministerial Directions have been considered:

- Ministerial Direction No.1 *Potentially Contaminated Land*.

This Direction has the following purpose:

*...to ensure that potentially contaminated land is suitable for a use which is proposed to be allowed under an amendment to a planning scheme and which could be significantly adversely affected by any contamination.*

'Potentially contaminated land' is defined in the Direction as:

*land used or known to have been used for industry, mining or the storage of chemicals, gas, wastes or liquid fuel (if not ancillary to another use of land).*

The Direction requires a planning authority, in preparing an amendment which would have the effect of allowing potentially contaminated land to be used for a sensitive use, agriculture or public open space, to satisfy itself that the environmental conditions of that land are or will be suitable for that use.

It sets out two ways in which a planning authority may satisfy itself. The first involves the completion of an environmental audit pursuant to section 53X of the *Planning and Environment Act 1970*. The second is, in effect, to apply the EAO.

The amendment would bring the planning controls that apply to the land in line with the legislative framework for potentially contaminated land as required by the Ministerial Direction No.1.

- Ministerial Direction No. 19 *Preparation and content of amendments that may significantly impact the environment, amenity and human health*.

This Direction requires the planning authority to seek the views of the EPA when preparing a planning scheme amendment that could result in use or development of land that may result in significant impacts on the environment, amenity and human health due to pollution and waste.

The EPA has been consulted with during the preparation of the Amendment and will be further notified and be able to make submissions during the public exhibition of the amendment.

- Ministerial Direction – *The form and content of planning schemes*.

The amendment has been prepared in accordance with this Direction.

- Ministerial Direction No. 11 *Strategic Assessment of Amendments*.

The amendment has been assessed using this Direction.

#### **How does the Amendment support or implement the Planning Policy Framework and any adopted State policy?**

Clause 13 of the Planning Policy Framework sets out State policy for *Environmental Risks and Amenity*. The objectives of this policy include:

*Planning should strengthen the resilience and safety of communities by adopting a best practice environmental management and risk management approach.*

*Planning should aim to avoid or minimise natural and human-made environmental hazards, environmental degradation and amenity conflicts.*

*Planning should identify and manage the potential for the environment and environmental changes to impact on the economic, environmental or social wellbeing of society.*

*Planning should ensure development and risk mitigation does not detrimentally interfere with important natural processes.*

The amendment will support these objectives by identifying areas of potential environmental contamination and ensuring potential risks are properly evaluated, particularly when assessing future land use and development.

Applying the EAO identifies the potential risk.

The objective of Clause 13.04-1S *Contaminated and potentially contaminated land* is:

*To ensure that potentially contaminated land is suitable for its intended future use and development, and that contaminated land is used safely.*

The strategies to achieve this objective are:

*Require applicants to provide adequate information on the potential for contamination to have adverse effects on future land use if the subject land is known to have been used for industry, mining or the storage of chemicals, gas, wastes or liquid fuel.*

*Facilitate the remediation of contaminated land, particularly on sites in developed areas with potential for residential development.*

The EAO requires an environmental audit to be completed prior to commencement of a sensitive use or buildings and works associated with a sensitive use.

#### **How does the Amendment support or implement the Local Planning Policy Framework, and specifically the Municipal Strategic Statement?**

Application of the EAO on potentially contaminated sites within activity centres will facilitate future residential use of the site in accordance with the objectives of Clause 21.07-1 Residential Development which directs new medium density housing to activity centres and transitional sites to deliver increased housing density in activity centres.

#### **How does the amendment support or implement the Municipal Planning Strategy?**

This strategic consideration only applies if the planning scheme includes an MPS at Clause 02. Kingston have not yet translated the Planning Policy Framework to the Municipal Planning Strategy.

#### **Does the Amendment make proper use of the Victoria Planning Provisions?**

The amendment applies the most appropriate Victoria Planning Provisions tool, the EAO, to identify land that is potentially contaminated. This approach considers Ministerial Direction No. 1 and the Ministerial Direction on The Form and Content of Planning Schemes.

#### **How does the Amendment address the views of any relevant agency?**

The EPA has been consulted with during the preparation of the Amendment and will be further notified and be able to make submissions during the public exhibition of the amendment.

#### **Does the Amendment address relevant requirements of the Transport Integration Act 2010?**

The Transport Integration Act 2010 recognises that land-use and transport planning are interdependent. The amendment is unlikely to have a significant impact on the transport system.

#### **Resource and administrative costs**

- **What impact will the new planning provisions have on the resource and administrative costs of the responsible authority?**

The amendment is not expected to result in a significant increase in planning permit applications and will not negatively impact on the resources and administrative costs of the responsible authority.

**Where you may inspect this Amendment**

The Amendment is available for public inspection, free of charge, during office hours at the following places:

[Insert Council's details]

The Amendment can also be inspected free of charge at the Department of Environment, Land, Water and Planning website at [www.planning.vic.gov.au/public-inspection](http://www.planning.vic.gov.au/public-inspection).

**Submissions**

Any person who may be affected by the Amendment may make a submission to the planning authority. Submissions about the Amendment must be received by [insert submissions due date].

A submission must be sent to: [insert Council's address]

**Panel hearing dates**

In accordance with clause 4(2) of Ministerial Direction No.15 the following panel hearing dates have been set for this amendment:

- directions hearing: [insert directions hearing date]
- panel hearing: [insert panel hearing date]

[Delete this section if not applicable]

**ATTACHMENT X - Mapping reference table**

Location	Land /Area Affected	Mapping Reference
Aspendale	14 Station Street Aspendale VIC 3195	[Insert map reference]
Aspendale	102-105 Nepean Highway, Aspendale VIC 3195	
Aspendale Gardens	320-328, Aspendale Gardens VIC 3195	Gumnut C001 001vpoMap37 Exhibition Gumnut C001 002vpoMap38 Exhibition
Aspendale Gardens	2-4 Langslow Road, Aspendale Gardens, VIC 3195	
Aspendale Gardens	2-4 Sutherland Avenue, Aspendale Gardens, VIC 3195	
Braeside	918-928 Springvale Road, Braeside VIC 3195	
Braeside	402-404 Lower Dandenong Road, Braeside, VIC 3195	
Braeside	25-27 Park Way, Braeside, VIC 3195	
Braeside	122-134 Boundary Road, Braeside, VIC 3195	
Chelsea	354 Nepean Highway, Chelsea VIC 3196	
Chelsea	469-471 Nepean Highway, Chelsea VIC 3196	
Chelsea	385 Nepean Highway, Chelsea, VIC 3196	
Chelsea Heights	241 Wells Road, Chelsea Heights, VIC 3196	
Cheltenham	267 Charman Road, Cheltenham, VIC 3192	
Cheltenham	299-311 Charman Road, Cheltenham, VIC 3192	
Cheltenham	290 Warrigal Road, Cheltenham, VIC 3192	
Cheltenham	309-313 Warrigal Road, Cheltenham, VIC 3192	
Clarinda	1152-1154 Centre Road, Clarinda, VIC 3169	
Clayton South	727- 729 Heatherton Road, Clayton South, VIC 3169	
Dingley Village	370 Boundary Road, Dingley Village, VIC 3172	

Dingley Village	625-643 Lower Dandenong Road, Dingley Village 3172	
Dingley Village	6/105 Centre Dandenong Road, Dingley Village, 3172	
Edithvale	190-192 Station Street, Edithvale VIC 3196	
Edithvale	326-327 Nepean Highway, Edithvale 3196	
Heatherton	15 Ball Road, Heatherton VIC	
Heatherton	63 Kingston Road, Heatherton,	
Heatherton	416A Warrigal Road, Heatherton	
Highett	1150 and 1152B Nepean Highway Highett 2190	
Highett	10 Railway Parade, Highett VIC 3190	
Mentone	105-107 Nepean Highway, Mentone VIC 3194	
Mentone	56 Nepean Highway, Mentone 3194	
Mentone	53-77 Balcombe Road, Mentone VIC 3194	
Mentone	47 Florence Street, Mentone VIC 3194	
Mentone	94 Nepean Highway, Mentone VIC 3194	
Mentone	31-35 Swanston Street, Mentone VIC 3194	
Mentone	39 Swanston Street, Mentone VIC 3194	
Moorabbin	582-586 South Road, Moorabbin VIC 3189	
Moorabbin	422-424 South Road, Moorabbin VIC 3189	
Moorabbin	245 Wickham Road, Moorabbin VIC 3189	
Moorabbin	3/265 Wickham Road, Moorabbin VIC 3189	
Mordialloc	201 Boundary Road, Moorabbin VIC 3189	
Mordialloc	352 Lower Dandenong Road, Mordialloc VIC 3195	
Mordialloc	Rear 222 and 222-224 Lower Dandenong Road, Mordialloc	
Mordialloc	234-236 Lower Dandenong Road, Mordialloc	
Parkdale	290 Como Parade West, Parkdale VIC 3195	
Parkdale	165 Warren Road, Parkdale VIC 3195	

Patterson Lakes	2-14 Thompson Road, Patterson Lakes VIC 3197	
Patterson Lakes	1 Thompson Road, Patterson Lakes VIC 3197	



This version of the **Potentially Contaminated Land** General Practice Note has been prepared for use with screen reader software. The printed publication contains various photographs, captions and design features that have been necessarily omitted from this version. In other respects this document contains identical text to that in the PDF version of the document which is available at [www.dpcd.vic.gov.au/planning](http://www.dpcd.vic.gov.au/planning).

## General Practice Note

# Potentially Contaminated Land

June 2005

**This General Practice Note is designed to provide guidance for planners and applicants about:**

- how to identify if land is potentially contaminated
- the appropriate level of assessment of contamination for a planning scheme amendment or planning permit application
- appropriate conditions on planning permits
- circumstances where the Environmental Audit Overlay should be applied or removed.

## What is potentially contaminated land?

**Potentially contaminated land** is defined in *Ministerial Direction No. 1 – Potentially Contaminated Land*, as land used or known to have been used for industry, mining or the storage of chemicals, gas, wastes or liquid fuel (if not ancillary to another use of land). This practice note also deals with land that may have been contaminated by other means such as by ancillary activities, contamination from surrounding land, fill using contaminated soil or agricultural uses.

## How is potentially contaminated land considered in the planning system?

The planning system is the primary means for regulating land use and approving development and is an important mechanism for triggering the consideration of potentially contaminated land.

The *Planning and Environment Act 1987* requires a **planning authority** when preparing a planning scheme or planning scheme amendment to *'take into account any significant effects which it considers the scheme or amendment might have on the environment or which it considers the environment might have on any use or development envisaged in the scheme or amendment'* (Section 12).

*Ministerial Direction No. 1 – Potentially Contaminated Land (Direction No. 1)* requires **planning authorities** when preparing planning scheme amendments, to satisfy themselves that the environmental conditions of land proposed to be used for a sensitive use (defined as residential, child-care centre, pre-school centre or primary school), agriculture or public open space are, or will be, suitable for that use.

If the land is potentially contaminated and a sensitive use is proposed, Direction No. 1 provides that a planning authority must satisfy itself that the land is suitable through an environmental audit.

Clause 15.06 of the *State Planning Policy Framework* contains State Planning Policy for soil contamination. Clause 15.06-2 refers to *Direction No. 1* and also states that in considering applications for use of land used or known to have been used for industry, mining or the storage of chemicals, gas, wastes or liquid fuel, responsible authorities should require applicants to provide adequate information on the potential for contamination to have adverse effects on the future land use.

The Environmental Audit Overlay (EAO) is a mechanism provided in the *Victoria Planning Provisions* and planning schemes to ensure the requirement for an environmental audit under *Direction No. 1* is met before the commencement of the sensitive use or any buildings and works associated with that use. The application of the overlay, in appropriate circumstances, ensures the requirement will be met in the future but does not prevent the assessment and approval of a planning scheme amendment.

The Act also requires a **responsible authority**, before deciding on a planning permit application, to consider *'any significant effects which the responsible authority considers the use or development may have on the environment or which the responsible authority considers the environment may have on the use or development'* (Section 60).

### What is an environmental audit?

The environmental audit system was introduced under the *Environment Protection Act 1970*. It aims to identify the environmental quality of a segment of the environment and any detriment to the beneficial uses of that segment. In the case of land, the beneficial uses are linked to land use.

A statutory environmental audit provides for an environmental auditor appointed under the *Environment Protection Act 1970*, to undertake an independent assessment of the condition of a site and form an opinion about its suitability for the proposed use. To form such an opinion, the auditor must gather and review sufficient information including site history information and the results of sampling and analysis of soil and possibly groundwater, surface water and air.

An audit of the condition of a site may result in the issue of either:

- a **Certificate** of Environmental Audit that indicates the auditor is of the opinion that the site is suitable for any beneficial use and that there is no restriction on use of the site due to its environmental condition; or
- a Statement of Environmental Audit that indicates that the auditor is of the opinion that there is, or may be, some restriction on use of the site due to its environmental condition. A Statement may include conditions that require remediation works to be undertaken or places ongoing requirements on the site. A Statement might also indicate that a site is not suitable for any use, in which case the EPA will usually issue a Notice to require clean up or management of that site.

An auditor must first consider whether a Certificate can be issued for the site. This is the desired outcome for all sites. However, if a Certificate cannot be issued then a Statement of Environmental Audit must be issued.

An environmental audit reflects the condition of the site at the date of issue of the Certificate or Statement. If the site condition changes, an additional assessment may be required. Section 53 ZE of the *Environment Protection Act 1970* requires that an occupier provide to any person who proposes to become an occupier a copy of any Statement of Environmental Audit that has been issued for the site (unless a Certificate of Environmental Audit has been subsequently issued).

### What does the SEPP (Prevention and Management of Contamination of Land 2002) do?

The *State Environment Protection Policy (Prevention and Management of Contamination of Land) (SEPP)* was released in 2002 to bring together all matters relating to contamination of land, including responsibilities for prevention and management of contamination.

The SEPP confirms the requirements of *Direction No. 1*. It also outlines useful actions a responsible authority should take in the assessment of planning permit applications. The SEPP provides guidance to responsible authorities in Clauses 13 and 14 of the SEPP. The suggested actions are elaborated on in later sections of this practice note.

### How is potentially contaminated land identified?

Contamination of land is often a result of current or historical activities that have taken place at a site, or adjacent to it.

To identify the potential for contamination, the following steps may assist:

- Inspect the site. Observations should be made regarding evidence of contamination or historical activities that may give rise to contamination (for example, fuel tanks).
- Identify whether an Environmental Audit Overlay (EAO) exists over the site.

- Review any Site Analysis presented in accordance with Clauses 54.01-1 (single dwellings) and 55.01-1 (two or more dwellings) of planning schemes (these clauses require issues of site contamination to be identified).
- Consider any available information about the site:
  - The current and previous zoning, ownership or activities carried out on the site (for example council, rail, other utility or defence). Council rate records are a useful record of this information.
  - Any previous investigations or site assessments conducted.
  - Any potential contamination from surrounding land uses (for example, an adjacent service station known to be causing off-site contamination).
- Review lists of Certificates and Statements of Environmental Audit held by council and EPA. Environmental auditors are required to provide a copy of any Certificate or Statement issued to both the relevant council and the EPA.
- Review the EPA Priority Sites Register for information about sites with a current EPA Notice (for example, clean-up notice or pollution abatement notice) via Landata ([www.land.vic.gov.au](http://www.land.vic.gov.au) Tel: 8636 2456) or Anstat ([www.anstat.com.au](http://www.anstat.com.au) , Tel. 9278 1172).

### What information is needed?

In most cases the relevant information should be available from council or EPA records.

Particular types of current or past land uses or activities on a site (see section below) can act as a 'trigger' for the collection of more information about the previous uses or activities. Zoning may indicate past land uses, but is not a substitute for a detailed review of the site history.

If this information is not available to council officers, the SEPP suggests that further information should be requested from the proponent or applicant.

A suitably qualified environmental professional may provide an opinion on whether land intended for a sensitive use, is potentially contaminated. To contact a suitably qualified contaminated land professional, go to either the EPA environmental auditors appointed in the category of contaminated land ([www.epa.vic.gov.au/Industry/environmental\\_auditors.asp](http://www.epa.vic.gov.au/Industry/environmental_auditors.asp) or the Australian Contaminated Land Consultants Association (ACLCA) Victorian Branch, at [www.aclca.asn.au](http://www.aclca.asn.au) or Ph: 9509 5949.

Where the applicant submits an environmental assessment of the land, the planning or responsible authority may require the applicant to contribute financially to an independent review of the information by a suitably qualified environmental professional.

### What land uses or activities might indicate potential contamination?

An assessment of the current or previous land uses of a site is an important step in the identification of potentially contaminated land. Table 1 lists the types of land uses that may have potential for contaminating land.

**Table 1: Potential for contamination**

**High potential** for contamination includes land used for:

- Abattoir
- Abrasive blasting
- Airport
- Asbestos production/disposal
- Asphalt manufacturing
- Automotive repair/engine works
- Battery manufacturing/recycling
- Bitumen manufacturing
- Boat building/maintenance
- Breweries/distilleries
- Brickworks

- Chemical manufacturing/storage/blending
- Cement manufacture
- Ceramic works
- Coke works
- Compost manufacturing
- Concrete batching
- Council works depot
- Defence works
- Drum re-conditioning facility
- Dry cleaning
- Electrical/electrical components manufacture
- Electricity generation/power station
- Electroplating
- Explosives industry
- Fibreglass reinforced plastic manufacture
- Foundry
- Fuel storage depot
- Gasworks
- Glass manufacture
- Iron and steel works
- Landfill sites/waste depots
- Lime works
- Metal coating
- Metal finishing and treatments
- Metal smelting/refining/finishing
- Mining and extractive industries
- Oil or gas production/refining
- Pest control depots
- Printing shops
- Pulp or paper works
- Railway yards
- Shooting or gun clubs
- Scrap metal recovery
- Service stations/fuel storage
- Sewage treatment plant
- Ship building/breaking yards
- Shipping facilities – bulk (rate <100 t/day)
- Stock dipping sites
- Spray painting
- Tannery (and associated trades)
- Textile operations
- Timber preserving/treatment
- Tyre manufacturing
- Underground storage tanks
- Utility depots
- Waste treatment/incineration/disposal
- Woollscouring

**Medium potential** for contamination can be identified by certain types of activities carried out on the land, which may be incidental to the main site activity. The nature of the products used or stored, the quantity stored, and the location of use or storage should be considered. Such activities might include:

- Chemical storage
- Fuel storage
- Underground storage tank (if recently installed and no evidence of leaks)
- Market gardens
- Waste disposal
- Filling (imported soil)
- Other industrial activities (such as warehousing of chemicals that may be spilt during loading or unloading)

**Low potential** for contamination is likely to exist if none of the identified uses or activities in the high and medium potential categories are known to have been carried out on the land.

### What level of assessment is required?

The level of environmental assessment necessary for a planning scheme amendment or planning permit application will depend on the statutory requirements for the proposed land use and the potential for contamination.

Where land has been identified as being potentially contaminated, an assessment of the level of contamination is necessary before a decision is made about the future use or development of that land. Councils should consider whether further information or advice from an expert should be sought to assist in determining what level of assessment is required. This enables planning decisions to be made with the knowledge of the condition of the site and the most satisfactory site management strategies.

There are two forms of assessment that can be applied. These are:

**Require an environmental audit:** a statutory audit undertaken by an environmental auditor under the *Environment Protection Act 1970*. The outcome is either a Certificate of Environmental Audit or a Statement of Environmental Audit.

**Require a site assessment:** a preliminary review of the site history (including current and previous uses and activities) by a suitably qualified environmental professional.

The matrix in Table 2 indicates the appropriate assessment level, based on proposed land use and current or historic land uses or activities carried out on the land.

**Table 2 – Assessment matrix**

<b>Proposed Land-Use</b> Sensitive Uses: Child care, centre, pre-school or primary school	<b>Potential for Contamination (as indicated in Table 1)</b> <b>High</b> A	<b>Potential for Contamination (as indicated in Table 1)</b> <b>Medium</b> B	<b>Potential for Contamination (as indicated in Table 1)</b> <b>Low</b> C
<b>Proposed Land-Use</b> Sensitive Uses: Dwellings, residential buildings etc.	<b>Potential for Contamination (as indicated in Table 1)</b> <b>High</b> A	<b>Potential for Contamination (as indicated in Table 1)</b> <b>Medium</b> B	<b>Potential for Contamination (as indicated in Table 1)</b> <b>Medium</b> B
<b>Proposed Land-Use</b> Other Uses: Open space, agriculture, retail or office, industry or warehouse	<b>Potential for Contamination (as indicated in Table 1)</b> <b>High</b> B	<b>Potential for Contamination (as indicated in Table 1)</b> <b>Medium</b> C	<b>Potential for Contamination (as indicated in Table 1)</b> <b>Medium</b> C

*A: Require an environmental audit as required by Ministerial Direction No. 1 or the Environmental Audit Overlay when a planning scheme amendment or planning permit application would allow a sensitive use to establish on potentially contaminated land.*

*An environmental audit is also strongly recommended by the SEPP where a planning permit application would allow a sensitive use to be established on land with 'high potential' for contamination.*

*B: Require a site assessment from a suitably qualified environmental professional if insufficient information is available to determine if an audit is appropriate. If advised that an audit is not required, default to C.*

*C: General duty under Section 12(2)(b) and Section 60(1)(a)(iii) of the Planning and Environment Act 1987.*

### **When is an environmental audit necessary for a planning scheme amendment?**

For land that has been identified as potentially contaminated land and where a planning scheme amendment would have the effect of allowing that land to be used for a sensitive use, *Direction No. 1* requires a planning authority to satisfy itself that the land is suitable for the use by:

- (a) A Certificate of Environmental Audit issued for the site; or
- (b) A Statement of Environmental Audit issued by an environmental auditor stating that the environmental conditions of the site are suitable for the sensitive use (with or without conditions on the use of the site).

*Direction No. 1* requires that this be done before notice of a planning scheme amendment is given. However, it may be appropriate to delay this requirement if testing of the land before a notice of the amendment is given is difficult or inappropriate. For instance, if the rezoning relates to a large strategic exercise or involves multiple sites in separate ownership. *Direction No. 1* provides for the requirement for an environmental audit to be included in the amendment. This can be done by applying the EAO. See the section 'When should an Environmental Audit Overlay be applied'.

For a proposal to redevelop potentially contaminated land for a use other than a sensitive use (for example, a retail premises or office use), a planning authority can require an environmental audit if it considers it appropriate.

*Direction No. 1* provides for an exemption from the need to comply with the Direction. Such an exemption may be appropriate where:

- Potentially contaminated land is already used for a sensitive use, agriculture or open space.
- Prior industry use of the land was benign and unlikely to result in any contamination.
- If there is a regional strategy to manage contamination (for example former gold mining activities).

A planning authority may request an exemption from the Minister for Planning or the Deputy Secretary, Built Environment, Department of Sustainability and Environment. The Minister or Deputy Secretary must consult with the EPA before making a decision. The planning authority should consult with the EPA before requesting an exemption.

### **When is an environmental audit necessary for a planning permit application?**

For land that has been identified as potentially contaminated land and where a planning permit application may allow potentially contaminated land to be used for a sensitive use, the SEPP requires that the responsible authority seek a Certificate of Environmental Audit or a Statement of Environmental Audit indicating that the site is suitable for the proposed use.

An environmental audit should be required unless the proponent can demonstrate to the satisfaction of the responsible authority that the site has never been used for a potentially contaminating activity, or that other strategies or programs are in place to effectively manage any contamination.

Uses such as open space, agriculture and outdoor playgrounds associated with other uses are not sensitive uses but include an element of risk to the public. Careful consideration should be given to the likelihood of contamination and the need for an environmental audit.

If an environmental audit is required because an EAO is applied over the land, a Certificate or Statement of Environmental Audit must be issued before the sensitive use or buildings and works associated with the sensitive use can commence. If an EAO has been applied, the planning authority has already made an assessment that the land is potentially contaminated and that it is unlikely to be suitable for a sensitive use without further assessment and remediation works or management.

There may be other circumstances where the land is known to be contaminated and it would be appropriate for the level of contamination to be fully assessed as part of the application process.

Generally an environmental audit should be provided as early as possible in the planning process. This may not always be possible or reasonable and requiring an environmental audit as a condition of permit may be acceptable if the responsible authority is satisfied that the level of contamination will not prevent the use of the site.

### **Environmental audit works**

The EAO is not a permit trigger and does not prevent works or activities being undertaken that are associated with an environmental audit (such as soil sampling).

### **Remediation works**

Works that are associated with a development and that might also be remediation works (such as excavation or basement construction) should not commence before the completion of an environmental audit if a planning permit has not been issued for the development.

Where a permit has been issued for a development and a requirement for an environmental audit is a condition of permit, the responsible authority should consider carefully wording the permit conditions to allow early building works that facilitate remediation of the site.

### **When should a site assessment be sought?**

A planning or responsible authority should seek (or require a proponent to seek) a site assessment by a suitably qualified environmental professional for proposals in category B, as shown in Table 2.

A site assessment should include:

- The nature of the previous land use or activities on the site
- How long did the activity take place?
- What is known about contamination?
- How much is present?
- How is it distributed?

An environmental professional may also assist in assessing information contained in any site assessment and advising further on the need for an audit on all or part of the site. The planning or responsible authority may require the applicant to include an independent assessment of the information, as part of the assessment of the permit application.

### **What if there are ongoing conditions of management?**

#### **Statement of Environmental Audit available at time of decision**

A Statement of Environmental Audit usually contains one or more conditions that must be implemented for the site to be suitable for the proposed use.

The planning or responsible authority must consider any conditions in a Statement and:

- include provisions in a planning scheme amendment or conditions in a planning permit that reflect the requirements of the conditions of the Statement
- require the applicant to demonstrate that the conditions included in the Statement have been or will be met before the use commences
- liaise with other agencies of appropriate jurisdiction where the nature of the conditions means that they are more properly considered by that agency (for example, liaise with the EPA about conditions requiring ongoing management of groundwater).

It is appropriate for a Section 173 agreement under the *Planning and Environment Act 1987* to be required where:

- the conditions on a Statement of Environmental Audit will be ongoing in nature and require maintenance or monitoring such as regular groundwater or waterway testing
- other parties, such as the EPA or a water authority are involved with conditions of an ongoing nature.

The agreement should also provide for periodic reporting.

Other conditions, such as maintenance of a clay barrier are suitable to include as a planning permit condition.

If the conditions of a Statement of Environmental Audit are impractical or inappropriate to include as planning permit conditions, the environmental auditor should be asked to either re-issue the Statement or to confirm that the intent of the Statement conditions are adequately captured in the proposed planning permit conditions.

Where conditions on a Statement of Environmental Audit can be most effectively implemented by another agency, the planning or responsible authority should liaise with that agency and reach agreement about responsibilities and actions. Most commonly this would involve EPA, but on occasions may involve other agencies such as water authorities (for example where conditions requiring ongoing monitoring and management of polluted groundwater are to be imposed).

#### **Requirements where an environmental audit is a condition of permit**

Where an environmental audit is to be completed in response to a condition of a planning permit, it is necessary to carefully word planning permit conditions to not only require a Certificate or Statement of Environmental Audit but to also address the implementation of Statement conditions.

An example of conditions that might be placed on a planning permit is provided below:

1. Prior to the commencement of the use or buildings and works associated with the use (or the certification or issue of a statement of compliance under the *Subdivision Act 1988*) the applicant must provide:
  - (a) A Certificate of Environmental Audit in accordance with Section 53Y of the *Environment Protection Act 1970*; or
  - (b) A Statement of Environmental Audit under Section 53Z of the *Environment Protection Act 1970*. A Statement must state that the site is suitable for the use and development allowed by this permit.
2. All the conditions of the Statement of Environmental Audit must be complied with to the satisfaction of the responsible authority, prior to commencement of use of the site. Written confirmation of compliance must be provided by a suitably qualified environmental professional or other suitable person acceptable to the responsible authority. In addition, sign off must be in accordance with any requirements in the Statement conditions regarding verification of works.

Where there are conditions on a Statement of Environmental Audit that require significant ongoing maintenance and/or monitoring, the following condition might also be used:

3. The applicant must enter into a Section 173 Agreement under the *Planning and Environment Act 1987*. The Agreement must be executed on title prior to the commencement of the use and prior to the issue of a Statement of Compliance under the *Subdivision Act 1987*. The applicant must meet all costs associated with drafting and execution of the Agreement, including those incurred by the responsible authority.

#### **How are environmental audit conditions enforced?**

Where a responsible authority becomes aware that an occupier is failing to comply with requirements set out in the planning scheme or planning permit, enforcement procedures under the *Planning and Environment Act 1987* are available. These may include planning infringement notices, enforcement orders or prosecution through the Magistrates Court.

Where the failure to comply with Statement conditions results in a site not being suitable for its current use, EPA may issue a Clean-up Notice under the *Environment Protection Act 1970*. This also applies



where the non-compliance results in pollution or a likelihood of pollution of another segment of the environment.

Depending on the nature of the conditions, other agencies may also have a role in enforcement.

### **When should an Environmental Audit Overlay be applied?**

The Environmental Audit Overlay (EAO) is a mechanism provided in the *Victoria Planning Provisions* and planning schemes to defer the requirements of *Direction No. 1* for an environmental audit until the site is to be developed for a sensitive use.

By applying the overlay, the planning authority has made an assessment that the land is potentially contaminated land, and is unlikely to be suitable for a sensitive use without more detailed assessment and remediation works or management. The steps set out in 'How is potentially contaminated land identified?' should be used to make this assessment.

The planning authority is also determining that the requirements of *Direction No. 1* may be deferred. The EAO is a statutory mechanism to provide for that deferment. The EAO is not simply a means of identifying land that is or might be contaminated and should not be used for that purpose. Previous zoning is not sufficient reason in itself to justify application of an EAO.

The Explanatory Statement to *Direction No. 1* suggests that it may only be appropriate to defer the audit requirement if testing of the land before a notice of amendment is given is difficult or inappropriate. An example might be where the rezoning relates to a large strategic exercise or involves multiple sites in separate ownership.

Planning authorities should be careful in applying the overlay. All buildings and works associated with a sensitive use (irrespective of how minor) will trigger the need to undertake an environmental audit.

Where sensitive uses already exist on a site the planning authority, before applying an EAO, should satisfy itself that these sites are potentially contaminated (through site history records). If there is no evidence of potentially contaminated land it may not be appropriate to apply the EAO to these sites.

### **When should an Environmental Audit Overlay be removed?**

The planning authority should remove the EAO if:

- it determines that the land is not potentially contaminated land. The steps set out in 'How is potentially contaminated land identified?' will assist this decision; or
- the site is given a Certificate of Environmental Audit.

In some circumstances where a Statement of Environmental Audit is issued, it may also be possible to remove the EAO (for example, where there are minimum restrictions or conditions on the use of the site, or the conditions have been complied with). The timely removal of an EAO will avoid costly and time-consuming requirements for all parties.

### **References**

- *Ministerial Direction No. 1 – Potentially Contaminated Land* 1989.
- *Victoria Planning Provisions*, particularly Clauses 15.06, 45.03, 54.01, 55.01 and 65.
- *State Environment Protection Policy (Prevention and Management of Contamination of Land)* June 2002.
- *Environmental Auditing of Contaminated Land* (EPA Publication 860, July 2002).
- *Environmental Auditor (Contaminated Land) Guidelines for Issue of Certificates and Statements of Environmental Audit* (EPA Publication 759b, October 2002).

*Planning and Environment Act 1987*  
Sections 12(2)(a) and 12(1)(f)

**MINISTERIAL DIRECTION ON THE PREPARATION AND CONTENT OF  
AMENDMENTS THAT MAY SIGNIFICANTLY IMPACT THE  
ENVIRONMENT, AMENITY AND HUMAN HEALTH**

and

**MINISTERIAL REQUIREMENT FOR INFORMATION FOR  
AUTHORISATION OR PREPARATION OF AMENDMENTS THAT MAY  
SIGNIFICANTLY IMPACT THE ENVIRONMENT, AMENITY AND HUMAN  
HEALTH**

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**Part A** contains the Ministerial Direction No. 19 issued by the Minister for Planning under section 12(2)(a) of the *Planning and Environment Act 1987* on the preparation and content of amendments that may result in impacts on the environment, amenity and human health.

**Part B** contains the Ministerial requirements issued by the Minister for Planning under section 12(1)(f) of the *Planning and Environment Act 1987* for information for the authorisation or preparation of amendments that may result in impacts on the environment, amenity and human health.

**PART A: MINISTERIAL DIRECTION ON THE PREPARATION AND  
CONTENT OF AMENDMENTS THAT MAY SIGNIFICANTLY IMPACT  
THE ENVIRONMENT, AMENITY AND HUMAN HEALTH**

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*Planning and Environment Act 1987*

Section 12(2)(a)

**DIRECTION NO. 19**

**Purpose**

1. The purpose of this Direction is to require planning authorities to seek the views of the Environment Protection Authority (EPA) in the preparation of planning scheme reviews and amendments that could result in use or development of land that may result in significant impacts on the environment, amenity and human health due to pollution and waste.

**Application**

2. This Direction applies to the review of planning schemes, preparation of planning scheme amendments and any strategies, policies, plans or reviews forming the strategic basis for a review or amendment, including precinct structure plans, that may:
  - Allow the use or development of potentially contaminated land, and/or trigger the requirements of Ministerial Direction No. 1 or State Environment Protection Policy (Prevention and Management of Contamination of Land).
  - Allow the use or development of land that could result in water, noise, air or land pollution impacts on the environment, amenity or human health, including as defined by State Environment Protection Policies.
  - Allow the use or development of land within a buffer or separation distance for industry, including as set out in the *Recommended Separation Distances for Industrial Residual Air Emissions – Guideline – EPA Publication 1518*, as amended, and other relevant EPA guidelines.
  - Allow the use or development of land within a buffer or separation distance for an industry engaged in materials recycling, refuse disposal, transfer station (waste and resource recovery facility), including as set out in the EPA Victoria Best Practice Environmental Management Publication 788.3, *Siting, design, operation and rehabilitation of landfills* (Landfill BPEM), as amended, and other relevant EPA guidelines.
3. This Direction does not apply to the following amendments:
  - A class of amendment prescribed in regulation 8 of the Planning and Environment Regulations 2015.
  - An amendment to the *Victoria Planning Provisions*.
  - An amendment to a planning scheme that is made as a result of an amendment to the *Victoria Planning Provisions*.

**Requirements to be met**

4. In reviewing a planning scheme under section 12B of the *Planning and Environment Act 1987*, or preparing a planning scheme amendment, a planning authority must:
  - Seek the written views of the EPA about the potential impacts of the proposed review or amendment and any strategies, policies, plans or reviews forming the strategic basis for the review or amendment, including precinct structure plans, on the environment, amenity and human health.
  - For a planning scheme amendment, include in the explanatory report a statement of how the proposed amendment addresses the views of the EPA.

**Exemption by Minister**

5. The Minister may grant an exemption from the need to comply with this Direction. An exemption may be granted subject to conditions.

**Richard Wynne MP**

Minister for Planning

Date: 10 October 2018

**PART B: MINISTERIAL REQUIREMENT FOR INFORMATION FOR  
AUTHORISATION OR PREPARATION OF AMENDMENTS THAT MAY  
SIGNIFICANTLY IMPACT THE ENVIRONMENT, AMENITY AND HUMAN  
HEALTH**

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*Planning and Environment Act 1987*

Section 12(1)(f)

**Purpose**

1. The purpose of this document is to set out information required of planning authorities by the Minister under section 12(1)(f) of the *Planning and Environment Act 1987* (Act) in respect of planning scheme amendments that could result in significant impacts on the environment, amenity and human health due to pollution and waste.

**Application**

2. The requirement below applies to:
  - applications for authorisation under sections 8A or 8B of the Act to prepare an amendment that Ministerial Direction No. 19 (Part A above) applies to; and
  - planning authorities authorised under section 9 of the Act to prepare an amendment that Ministerial Direction No. 19 (Part A above) applies to.

**Requirement**

3. In applying to the Minister for authorisation to prepare a planning scheme amendment under sections 8A or 8B of the Act, or preparing a planning scheme amendment under section 9 of the Act, a municipal council, Minister or public authority must provide the following information to the Minister:
  - The written views of the EPA, including any supporting information and reports.
  - A written explanation of how the proposed amendment addresses any issues or matters raised by the EPA.

**Exemption by Minister**

4. The Minister may grant an exemption from the need to comply with this requirement. An exemption may be granted subject to conditions.

**Richard Wynne MP**  
Minister for Planning

Date: 10 October 2018

24 May 2021

**Agenda Item No: 8.4**

## **RESPONSE TO RESOLUTION - COASTLINE COMMERCE DIGITAL MARKETING PLAN**

**Contact Officer: Tania Asper, Acting Manager City Strategy  
Jennifer Roche, Acting Manager City Economy and  
Innovation**

### **Purpose of Report**

The purpose of this report is to respond to Notice of Motion 1/2021 Coastline Commerce Digital Marketing Plan which was considered at the Council Meeting on 27 January 2021. The resolution required that an officer report be presented to Council for discussion by Autumn.

### **Disclosure of Officer / Contractor Conflict of Interest**

No Council officer/s and/or Contractor/s who have provided advice in relation to this report have declared a Conflict of Interest regarding the matter under consideration.

### **OFFICER RECOMMENDATION**

That Council:

1. Accept this report as officer's response to Notice of Motion 1/2021 Coastline Commerce Digital Marketing Plan.
2. Consider the Coastline Commerce Digital Marketing Plan project through the Council Priority Project assessment and prioritisation process that is currently underway and in the context of other priority projects already identified by Council.

### **1. Executive Summary**

In response to Notice of Motion 1/2021 Coastline Commerce Digital Marketing Plan, at its Council Meeting on 27 January 2021 Council resolved that:

1. *A preliminary scoping document be presented to Councillors around viable options for economic development and promotion of Kingston-based businesses and industry at an upcoming Councillor Information Session and at the Big Ideas Workshop;*
2. *After this scoping session and incorporating feedback from Councillors, feedback be sought from traders regarding the implementation of a commerce digital marketing plan for our coastline from branding to communication, with the intention of increasing revenue lines of hospitality and recreational operators of the Patterson River corridor north to Mentone;*
3. *As part of this report, officers consider the involvement of and engage with Natalie from the Kingston Collective and Claire from Support Small Kingston VIC; and*
4. *Such information be detailed within an officer report prepared for the consideration of Councillors by autumn, including outlining and comparing potential options of implementation.*

In relation to Item 1, a preliminary scoping document was presented to Councillors at the Big Ideas Workshop on 11 February 2021.

In response to Item 2, engagement with a representative sample of traders was undertaken regarding implementation of a commerce digital marketing plan from branding to communication. The outcomes of this engagement are included in this report.

In response to Item 3, feedback was sought from the Kingston Collective and Support Small Kingston in February 2021. The feedback received from these parties is included in this report.

This report focusses on Item 4 *“Such information be detailed within an officer report...including outlining and comparing potential options of implementation.”*

The preferred option, in the event that the project proceeds, is staged with initial work to determine the brand, and then implementation. Both stages have two options for delivery – internal or external sourced – and come with significant financial and officer resource implications. Three options are presented in this report for Council consideration noting that all options will require additional operational budget and officer FTE to allow implementation.

The most deliverable and cost-effective option would involve the development of a brand and preparation of an implementation plan to be undertaken by an external consultant, with a whole-of-Kingston approach incorporating the coastline as a specific theme or focus area. It is proposed that at the conclusion of the branding exercise, a further report be brought back to Council for endorsement and instruction to deliver the implementation plan.

From a resourcing perspective it is anticipated that a consultant budget of approximately \$150,000 would be required for the initial consultant work with ongoing delivery of the project requiring the creation of one new full-time Band 6 position within the Kingston Business team at a cost of approximately \$110,000 per annum.

It is recommended that this project (development of a brand and preparation of an implementation plan) be considered/evaluated against the Priority Project Assessment Criteria and the other priority projects/ideas already identified by Council.

## 2. Background

### ***Local economic context***

The precinct area is defined as Patterson Lakes, Bonbeach, Chelsea, Carrum, Edithvale, Aspendale, Mordialloc, Parkdale and Mentone. There are active trader groups in Mordialloc, Mentone and Chelsea; with emerging trader groups in Carrum and Patterson Lakes. The below table summarises the local economic context for both the NOM precinct area and Kingston LGA.

	<b>NOM Precinct Area</b>	<b>Kingston LGA</b>
Businesses (total)	4419	17,005
Businesses (Accommodation and Food Services; Arts and Recreation Services)	283	876
Local jobs	10,408	95,690
Largest industries (by employment)	Education & Training Health Care & Social Assistance Retail Trade	Manufacturing Retail Construction
Shopping centres (not in private ownership)	4	7
Shopping strips	4	45
Private shopping centres	1	2

The Kingston Economic Profile (April 2018) highlighted that Kingston possesses and is near numerous attractions that draw in visitors. The long coastline attracts thousands of visitors each year, supporting recreational activities and events and festivals, including fishing, Life Saving Clubs, carnivals and training (at 10 Surf Life Saving Clubs) and food and wine festivals.

There are numerous nature parks, gardens and outdoor assets that facilitate walking and cycling, and significant aviation heritage that can be viewed at the Australian Museum of Aviation at Moorabbin Airport. Kingston also has a 2,070 hectare Green Wedge which has the potential to be a significant future drawcard as public parkland and recreation.

Kingston also has a vibrant café culture and a growing number of micro-breweries and celebrates cultural cuisine and speciality food retail from Indian to African to traditional Australian.

The south-east region is also globally recognised for its sandbelt golf courses, which host a number of major events including the President’s Cup and the Australian Masters.

***How we currently support businesses***

The Kingston Business team offers a range of supports for local businesses:

- Workshops and events
- 1:1 support
- “Open for Business” - online business directory
- Kingston Jobs website
- Kingston B-Well
- Business Wizardry and advocacy
- Outdoor dining activations – pop-ups and parklets, street furniture coordination
- Meet the Builder – local procurement opportunities
- Mentor Partners Program and Start-up Clinic
- Environmental Upgrade Agreements
- Trader Precinct Initiatives – Cheltenham, Mentone, Mordialloc, Chelsea, Edithvale and Bonbeach

Partnering with other agencies and organisations is a key delivery model adopted by the Kingston Business team. This allows for greater diversity in outcomes, as well as improving the value add to the business community.



***Digital activities***

The following digital activities are already being delivered, some of which cover the coastline precinct area.

- Kingston Business News (monthly, 1500 recipients)
- Targeted digital broadcasts:
  - Moorabbin Junction (455)
  - Cheltenham Central Update (499)
  - Mentone Renaissance (718)
- Kingston Business Facebook – (3000 followers)
  - Motivational Mondays – sharing positive messages from recognised thought leaders.
  - Job of the Week Tuesdays – highlighting one of the many local employment opportunities listed on the Kingston Jobs Portal.
  - Welcome Wednesdays – using our Business Wizardry customers as the source, a shout out to newly established businesses in Kingston.
  - Fabulous Fridays – using customer led feedback, shout outs to established businesses who have demonstrated exceptional customer service.

The major activity centres of Chelsea, Mordialloc, Mentone and Cheltenham all have stand-alone websites and active social media accounts that are managed by the relevant trader group. Historically, centres have managed their own digital marketing and promotion, which in recent times has been supported by grant funding from Level Crossing Removals Project (in the case of centres impacted by level crossing removal works).

Currently Chelsea, Edithvale and Bonbeach centres are subject to a marketing and promotion initiative funded by the Level Crossing Removal Authority. This work is being managed by the Kingston Business team and delivered by Creative Community consultants. Mentone and Cheltenham had a similar initiative applied to them in 2019/20 and the results of that intervention is still current in their respective websites and social media accounts.

***Draft 'Melbourne's South East Destination Management Visitor Plan'***

In 2017/18, Council contributed to the development of a draft Destination Management Visitor Plan for Melbourne's South-East region (AEC, 2017). This initiative was led by Visit Victoria with the objective of preparing Destination Management Visitor Plans across Greater Melbourne. Participating in the South-East Plan along with Kingston were the following councils: Bayside, Cardinia, Casey and Greater Dandenong. The draft plan was never adopted as there was no budget allocated from State government to assist with its implementation and the actions were not unanimously supported by all councils within the south-east region.

Its guiding principle was based on collaboration - that maximum benefit will be achieved through a collaborative approach with the private sector and not-for-profit partners. At its core was the need to strengthen, facilitate and deepen connections across the entire South-East Melbourne region and lifting council stakeholder visions to a united regional focus. Without an overarching regional body that was appropriately resourced (financially as well as staff), implementation of the draft Plan's actions is not feasible.

The draft Melbourne South East Destination Management Visitor Plan set out a plan to further develop tourism and accommodation in the region including:

- A consistent marketing strategy (including digital) and branding of the region to bring it the attention of a wider audience;
- Supporting collaboration between government and industry;
- Growing visitor expenditure; and
- Promoting and developing local attractions.

The relevance of that work to the consideration of the NOM is addressed in Section 3.3 below regarding the suggested approach.

### 3. Discussion

#### 3.1 Council Plan Alignment

Goal 4 - Our free-moving safe, prosperous and dynamic city

Direction 4.1 - Vibrant shopping centres and employment precincts

Local government has a critical role to play in assisting economic recovery through its statutory functions (for example, planning), business support and facilitation, fee relief or permit extensions and tailoring its own investment through its Capital Works Program to ensure maximum benefit is derived within the local community. Economic recovery is likely to take years and adopting an evidence-based approach will be critical to its success.

#### 3.2 Consultation/Internal Review

##### *Trader feedback*

Representative feedback was sought from hospitality businesses and recreational operators in the NOM precinct area during April 2021. Key themes from this engagement is outlined below:

- Traders generally agreed that a regional digital marketing strategy has the potential to complement marketing activities currently undertaken by individual traders or by local traders' associations. It has potential to encourage collaboration and cross-promotion between businesses across the region.
- A regional strategy incorporating whole-of-Kingston could also incorporate other attractions, industries and events.
- Traders identified the need to differentiate Kingston from other regions along the coastline who already have a strong 'brand'. It was identified that Kingston is not a widely known geographical location, but it is accessible and a natural gateway or halfway point between the Mornington Peninsula and the greater Melbourne area. The coastline and water-based recreational activities are drawcards; in addition to better-known destinations, other local beaches (particularly south of Mordialloc), the Edithvale Wetlands and walking and cycling trails were also identified as landmarks worthy of greater promotion. A strong food culture, emerging nightlife and a sense of community were other 'brands' identified by traders.
- A year-round marketing approach was preferred over seasonal (or off-season) marketing. The type of marketing and potential audience for that marketing could change depending on the season. It was mentioned that the beaches in summer 'market themselves'.

- Most businesses felt that a regional marketing strategy should be delivered by Council. It was suggested that local government is in a better position to deliver an overarching regional brand and facilitate cross-promotion, as most businesses and some local centres already engage in their own marketing to some degree.
- Council should maintain impartiality in promoting business within Kingston.
- Other suggestions included physical improvements to activity centres including improved pedestrian connectivity; public artwork; improvements to signage; weather protection; and management of parking, graffiti and litter. A greater emphasis on activations and events, particularly in winter, was also suggested.

It is noted that Cr Howe undertook an engagement exercise through a leaflet drop to businesses in the precinct area in early 2021. As a result of his representations, 20 businesses sent a proforma email noting their support for “...*introducing digital marketing to assist local traders and to promote this region of the city.*” These businesses represented a mix of hospitality, commercial services and general retail operators.

#### ***Benchmarking with other councils***

A short benchmarking exercise was undertaken with other councils that have a tourism/digital marketing function within their economic development service offerings. This is summarised below:

- ***Frankston City Council***

The Economic Development team comprises 11 FTE, of which three are dedicated to tourism and digital marketing activities that are directly relevant to this NOM. These three roles are: Website and Digital Content Officer and Business Engagement Officers (x 2). The remaining roles relate to economic policy and planning, business development, investment attraction, place activation, place making, centre management, industry facilitation, business concierges and business support officer.

Discover Frankston ([Discover Frankston](#)) is their premier tourist brand and all digital marketing is undertaken by the dedicated resources embedded within the Economic Development team as outlined above.

With the level of resourcing (staffing and budget) that the Frankston Economic Development team has, they are able to deliver targeted programs and initiatives to their community that builds on the Discover Frankston brand.

- ***Manningham Council***

The Business, Events and Grants team comprises five FTE, of which one is a Business and Tourism Officer relevant to this NOM. The remaining four team members primarily deliver the Council’s events and grant program, with 1 FTE dedicated to business engagement or economic development.

The Council contributes \$20,000 to Yarra Ranges Tourism (a regional tourism board) to participate in regional promotion. The local Manningham tourism brand has three main themes: Explore Manningham (this is their primary brand); Discover Manningham; and Buy Local. The branding themes were developed by an external provider and implementation of the marketing activities are undertaken in-house by Council officers. The Council uses the Explore Manningham brand to build greater awareness and engagement with its residents of its own service offerings.

The Manningham Business, Events and Grants team is of similar size to Kingston but deliver a very different output owing to their small economy that is primarily retail. They offer a very limited business support function as a result.

- *Yarra Ranges Council*

The Economic Development team comprises seven FTE, two of which are dedicated to digital communication activities relevant to this NOM. The remaining team roles have a focus on economic programs, investment attraction, business facilitation, training and workshops and business support.

The digital communication roles are recent additions to the team. One role is focussed more on developing video content, and the other content for their “Be Kind to Business” brand.

Tourism marketing and promotion in Yarra Ranges is outsourced by the Council to Yarra Ranges Tourism, a regional tourism board. The Council contributes around \$500,000 per annum to Yarra Ranges Tourism to deliver this service.

The Yarra Ranges economy is similar to Kingston with strong retail and manufacturing sectors, along with a strong emphasis on regional tourism. With the recent introduction of the digital communication roles within the team, greater engagement and understanding of individual businesses has been developed.

Enquiries were made with Bayside Council as to their interest in collaborating with Kingston for digital marketing and promotion of the coastline under a common brand. As with their feedback to the draft Melbourne South East Destination Management Visitor Plan (refer Section 2 above) in 2018, there is no commitment to pursuing a regional brand without an overarching regional body that the appropriately resourced and funded. Bayside Council is implementing centre-based marketing and promotion, which is delivering positive results for businesses.

***Kingston Collective and Support Small Kingston***

Item 3 of the resolution required engagement with Kingston Collective and Support Small Kingston, both of which provide digital marketing to local businesses. Discussions were held with both parties in February 2021 and their feedback summarised below:

- Agreement that any additional marketing and promotion would be beneficial to businesses.
- Kingston Collective charges for their services and was concerned that they could not compete with Council if we were to start digital marketing with no cost to businesses.
- Unsure whether Council is the right agency to deliver marketing and promotion given our need to remain impartial and fair to all businesses. Concern that Council promotion would endorse one particular business over another.

- Kingston is more than the coastline – there are so many interesting businesses throughout the area.

The officer view is that consideration should be given to expanding the focus of the NOM to a whole-of-Kingston approach rather than just the coastline. Engaging a specialist to undertake an analysis of the pros and cons of a coastline focus versus a whole-of-Kingston approach would be beneficial.

Further consideration is required regarding implementation to ensure that small businesses like Kingston Collective are not unduly impacted by Council's decision to undertake digital marketing and promotion for businesses.

#### ***Internal stakeholder feedback***

Discussions were held with key internal stakeholders such as Communications and Community Relations, Active Kingston, and Parks and Foreshores. There was general consensus that opportunity exists to improve Council's approach to centre promotion and branding. The preference was for a whole-of-Kingston approach rather than a smaller focus area like the coastline.

Officers had various views about implementation with some concern on duplicating existing material and activities. There was agreement that additional resources and funding would be required to deliver the project and that any new FTE should be embedded in the Kingston Business team rather than other teams.

### **3.3 Operation and Strategic Issues**

#### **3.3.1 Brand – what is the coastline's point of difference?**

Unlike Frankston that is a geographic reference point, Kingston is generally not known beyond its own borders as it is not a standalone suburb or place. This then creates challenges for our brand – are we a destination or a travel through to somewhere else? For example, Mordialloc Traders Association is marketing itself as the St Kilda of the south-east, capitalising on its mid-way location between the south-eastern suburbs and the north/inner suburbs. It, like many other activity centres in the coastline precinct area, has its own website and active social media channels.

Developing the brand is the first stage of delivering against the NOM. Specialist expertise is needed to determine the following:

- Understanding the brand – what is the coastline? How will it relate to existing centres that have their own branding?
- Determining our point of difference – what makes the coastline special?
- Developing an implementation plan – what are we going to do or focus on?

There is no capacity in the current resources to prepare for and manage the brand development. An additional 1 FTE would be required in the Kingston Business team to manage this work.

It is recommended that the branding component be delivered first with a further report being presented back to Council at the conclusion of the branding exercise.

**3.3.2 Coastline or whole-of-Kingston**

Consideration should also be given to how the coastline brand would fit or possibly compete within a whole-of-Kingston approach. There are many businesses and sectors that would benefit from a collaborative approach to marketing and promotion, and any work on the coastline should not be at the expense of other opportunities to promote Kingston businesses in a similar way. The local economic benefits are significant with a broader approach subject to the right branding and approach.

It is recommended that the branding component be delivered first – including consideration of a ‘whole of Kingston’ approach - with a further report being presented back to Council at the conclusion of the branding exercise to determine whether to proceed on the basis of the coastline only or a broader focus area.

**3.3.3 Implementation**

Following development of the brand and subsequent endorsement by Council, implementation would be an ongoing activity. Current and relevant content that is professionally edited and delivered will be key to competing against established marketing campaigns.

Clear guidelines would need to be created if individual businesses are to be included in any marketing or promotion campaigns. Using the Manningham model, expressions of interest from businesses could be sought that clearly outlines what they offer and their pitch related to a specific theme. This creates a partnership approach whereby both the business and Council benefits.

The implementation method, whether internal or external/partnership, would require dedicated officer resources and budget to successfully build and maintain a marketing and promotion campaign. There is no capacity in the current resources to deliver this. It is estimated that an additional 1 FTE would be required to deliver implementation depending on the preferred methodology.

**3.4 Options**

**3.4.1 Delivery by internal stakeholders**

Subject to the establishment of additional officer roles, the branding and implementation phases could be undertaken internally. There is no capacity within existing teams or budgets to coordinate this work unless other priorities are abandoned, which is not recommended. Benchmarking with other councils point to embedding these skills in economic development teams reduces the conflict with organisational/corporate communication and branding. Consideration of resourcing is outlined in Section 4.3.

There is potential to partner with tertiary institutions such as Swinburne University to help deliver the brand component of the project and design and possibly commence implementation of the digital infrastructure required to support the project. However, this approach relies on significant officer time and budget to coordinate the students and their output. Output would be dependent on assessment timeframes set by the relevant institution.

Expanding Council's service delivery to promotion of the coastline will require the introduction of specialised skills in brand marketing, digital marketing and videoing to the Kingston Business team. Looking to other councils who have this in-house capability, it is the ability of those specialists to build strong relationships with internal stakeholders as well as external stakeholders that is key to their success. Based on benchmarking and best practice, these roles are best embedded in the economic development portfolio so as to have clear separation from an organisation's corporate branding and promotion.

Based on benchmarking with other councils, it is considered that at least 2 new full-time roles would need to be established within the Kingston Business team if the work was to be progressed and delivered internally and with no consultant input.

Aside from the significant internal resourcing costs, concern also exists that Council may encounter some challenges in recruiting appropriately qualified candidates to undertake the brand development component of the project. For these reasons it is officer's view that this option does not represent the most efficient or cost-effective model for delivery of the project.

*This option is not recommended.*

#### 3.4.2 Delivery by external stakeholders

Council may opt to outsource the entire brand development and implementation through contract management with a local supplier/s.

Development of the brand by an external consultant is recommended as there is no capacity within existing resources or budgets. This component also requires Council to source someone with appropriate qualifications and experience in marketing and brand development.

Officer time would be required to create the brief, run a procurement exercise and manage the consultants and their outcomes. This would require additional resources to be allocated to this initiative.

Whilst the brand development component of the project could appropriately be undertaken by an external consultant, the experience of other Council's would suggest that the ongoing implementation of digital marketing and promotion activities is most appropriately undertaken as an internal Council function. This approach provides Council with absolute control over content and delivery model with the ability to build and sustain relationships with businesses, regional economic and tourism groups, trader groups and chambers of commerce. For this reason, an entirely external model of project delivery is not recommended.

*This option is not recommended.*

#### 3.4.3 Integrated delivery model (staged external and internal)

It is the view of officers that an integrated project delivery model comprising both external and internal components is the most effective and cost-efficient approach.

Under this model, development of the brand would be outsourced to an external consultant and implementation of ongoing marketing and promotion activities would be undertaken by Council officers (subject to additional resources and budget).

Estimate of costs for developing the coastline brand by an external consultant is likely to be in the order of \$150,000. This has not been budgeted for and would require a new allocation.

A new Band 6 officer resource within the Kingston Business Team would also be required to implement digital marketing and promotion activities at a cost of approximately \$110,000 per annum. The brand and area of focus would determine the likely costs associated with this. Should a partnership model be pursued for implementation, further research is required having regard to likely costs and how this could be managed.

***This option is recommended for consideration against the Priority Project Assessment Criteria and other priority projects already identified by Council.***

#### 3.4.4 Whole-of-Kingston approach

Noting the NOMs focus on consideration of coastline branding, officers recommend that, in the event the project proceeds, branding be considered with a whole-of-Kingston approach. There are many businesses and sectors that would benefit from a collaborative approach to marketing and promotion, and any work on the coastline should not be at the expense of other opportunities to promote Kingston businesses in a similar way.

It is suggested that the first stage of the project could scope and develop the approach to branding across the municipality, including consideration of the development of a brand for the coastline area.

## 4. Conclusion

### 4.1 Environmental Implications

Marketing and promotion of the coastline will contribute to increased pressure on the natural environment, space and capacity levels, and will likely result in increased service and maintenance costs. Consideration could be given to focusing marketing and promotion activities during the non-peak season where there is noticeably less visitation from non-residents.

### 4.2 Social Implications

There are benefits in promoting the Kingston attractions to local residents as well as visitors. Flow on impacts to the local economy will result from increased awareness of what is available locally. An increased awareness for Kingston residents as to what is in their locality will provide significant health and wellbeing outcomes.

Increasing awareness of the businesses within the City of Kingston through digital marketing and promotion will be beneficial to increasing our competitive advantage. This, in combination with other investment attraction tools such as the Business Wizardry service (assisting businesses achieve the necessary permits and licences), will help make investing in Kingston more attractive.



**4.3 Resource Implications**

To deliver branding and implementation of marketing and promotion of the coastline will require the establishment of additional resources as well as budget.

Having regard to benchmarking with other councils, one new ongoing position would be required to manage the project and coordinate implementation of any brand campaign. The cost for 1 FTE would be in the order of \$110,000 per annum.

Estimate of costs for developing the coastline brand by an external consultant is likely to be in the order of \$150,000. This has not been budgeted for and would require a new operational budget allocation.

Funding would also be required to implement digital marketing and promotion activities. The brand and area of focus would determine the likely costs associated with this. Should a partnership model be pursued for implementation, further research is required having regard to likely costs and how this could be managed.

**4.4 Legal / Risk Implications**

Internal stakeholders such as the Parks and Foreshore teams have indicated that the coastline is already at capacity during the Summer months and increased activity would place even more pressure on the natural environment. The non-peak season is used as an opportunity to undertake maintenance and repair that is not possible during the peak period of activation.

Any increase to visitation along the coastline during the Summer periods will have flow-on effects to service delivery of waste and maintenance.

Should only a coastline brand be pursued, negative feedback may be received from other areas within Kingston that would also benefit from a targeted and ongoing marketing and promotion campaign.

Author/s: Tania Asper, Acting Manager City Strategy

Jennifer Roche, Acting Manager City Economy and Innovation

Reviewed and Approved By: Paul Marsden, A/General Manager Planning and Development

24 May 2021

**Agenda Item No: 8.5**

## **GAZETTING DOG OFF LEASH AREAS**

**Contact Officer: Neil Sheppard, Team Leader Local Laws**

### **Purpose of Report**

To request that Council authorise the re-gazettal of all of the current dog off-leash areas to enable more flexibility when temporarily or permanently moving the location of an off-leash area within a reserve. This report does not request the creation of any new dog off-leash areas.

### **Disclosure of Officer / Contractor Direct or Indirect Interest**

No Council officer/s and/or Contractor/s who have provided advice in relation to this report have declared a Conflict of Interest regarding the matter under consideration.

### **OFFICER RECOMMENDATION**

That Council:

1. Resolve under section 26 of the Domestic Animals Act 1994 to designate dog off leash areas in the listed reserves below. The dog off leash areas in the reserves or part of the reserves will be identified by signs erected within the reserve. The signs may also display conditions limiting dog off leash times during organised sporting activities:
  1. Amaroo Drive Reserve Chelsea Heights
  2. Bald Hill Park Clayton South
  3. Bicentennial Park Chelsea
  4. Bonbeach Sports Reserve Bonbeach
  5. Browns Reserve Aspendale
  6. Chadwick Reserve Dingley Village
  7. Dales Park Reserve Oakleigh South
  8. Derring Lane Cheltenham
  9. Farm Road Reserve Cheltenham
  10. George Woods Reserve Mordialloc
  11. Glen Street Reserve Aspendale
  12. GR Bricker Reserve Moorabbin
  13. Heatherton Park Clayton South
  14. Haughton Road/Orchid Street, Clayton South
  15. Iluka Reserve Aspendale
  16. Kevin Hayes Reserve Mordialloc
  17. Kingston Heath Reserve Cheltenham
  18. Le Page Park Cheltenham
  19. Mavis Hutter Reserve Oakleigh South
  20. Moorabbin Reserve Moorabbin
  21. Namatjira Park Clayton South
  22. Nurten Parade Reserve Aspendale Gardens
  23. Reg Marlow Reserve Mentone
  24. Roy Dore Reserve Carrum
  25. Sir William Fry Reserve Cheltenham
  26. Snowden Drive Cheltenham

27. Southern Road Reserve Mentone
  28. Spring Road Reserve, Dingley Village
  29. Swallow Reserve Dingley Village
  30. Turner Road Reserve Highett
  31. Walter Galt Reserve Parkdale
2. Revoke all previous Section 26 orders relating to dog off leash areas in the reserves listed in item 1 above.

## 1. Executive Summary

Council currently has 31 gazetted dog-off leash areas. Thirty of these dog-off leash areas are located within Council reserves. There is one Council gazetted dog-off leash area on Victrack land at Haughton Road/Orchid Street Clayton South.

The two most recently created dog off-leash areas were gazetted by being identified by signs erected in the reserve. These were at Spring Road Reserve Dingley Village and Haughton Road/Orchid Street Clayton South.

Current dog off leash areas occasionally need to be moved within a reserve to permit maintenance of infrastructure or repairs to sporting reserves by the Parks team. Each time a dog off leash area is required to be moved within a reserve the change needs to be advertised in both the Victorian Government Gazette and the public notice section of the Leader newspaper at a cost of approximately \$300.

Following a review of internal records, due to the age of the creation of a number of dog off leash areas within reserves officers were not able to confirm the date of Council resolution or gazetting. These dog off leash areas were created prior to 2000. The proposed resolution facilitates the required statutory obligation to gazette these reserves in the event that this did not occur prior to 2000.

Amending the gazetted identification of each dog off-leash area will remove the requirement for statutory advertising of any temporary relocation of these areas. Council will be able to use the Kingston website and social media to advise residents of any upcoming temporary relocations.

The proposed change is administrative in nature and no new dog off leash areas will be created in this process.

## 2. Background

The Domestic Animals Act (the Act) was introduced in 1994. Section 26 of the Act allows Victorian Councils by resolution to make an order in relation to conditions on the presence of dogs or cats in any public place of the municipal district of the Council. This includes conditions as to the means of restraint of dogs or cats and permits the designation of reserves or parts of reserves where dogs may be exercised off leash.

Kingston currently has an order under Section 26 of the Act that requires that all dogs must be kept attached to a chain, cord or leash and held by the owner when in any public place not designated as an off-leash area.

In order to provide areas where dogs may be exercised off leash Kingston Council has been designating some reserves or parts of reserves as dog off-leash areas since 1998. There are currently 31 dog off-leash areas at inland reserves with Kingston. The majority of these dog off leash areas were originally designated by the boundaries of surrounding streets. This means that should a temporary or permanent relocation of the dog off leash area within the reserve be required, the new location will need to follow the statutory process to gazette the new location.

Each current gazetted off leash area will now be identified by signs erected to clearly define the section of the reserve designated as a dog off leash area. The signs may also display conditions advising that if official organised sporting activities are taking place, dogs may not be permitted off leash.

Examples of dog-off leash/dog-on leash area signs currently at reserves in Kingston are provided below:



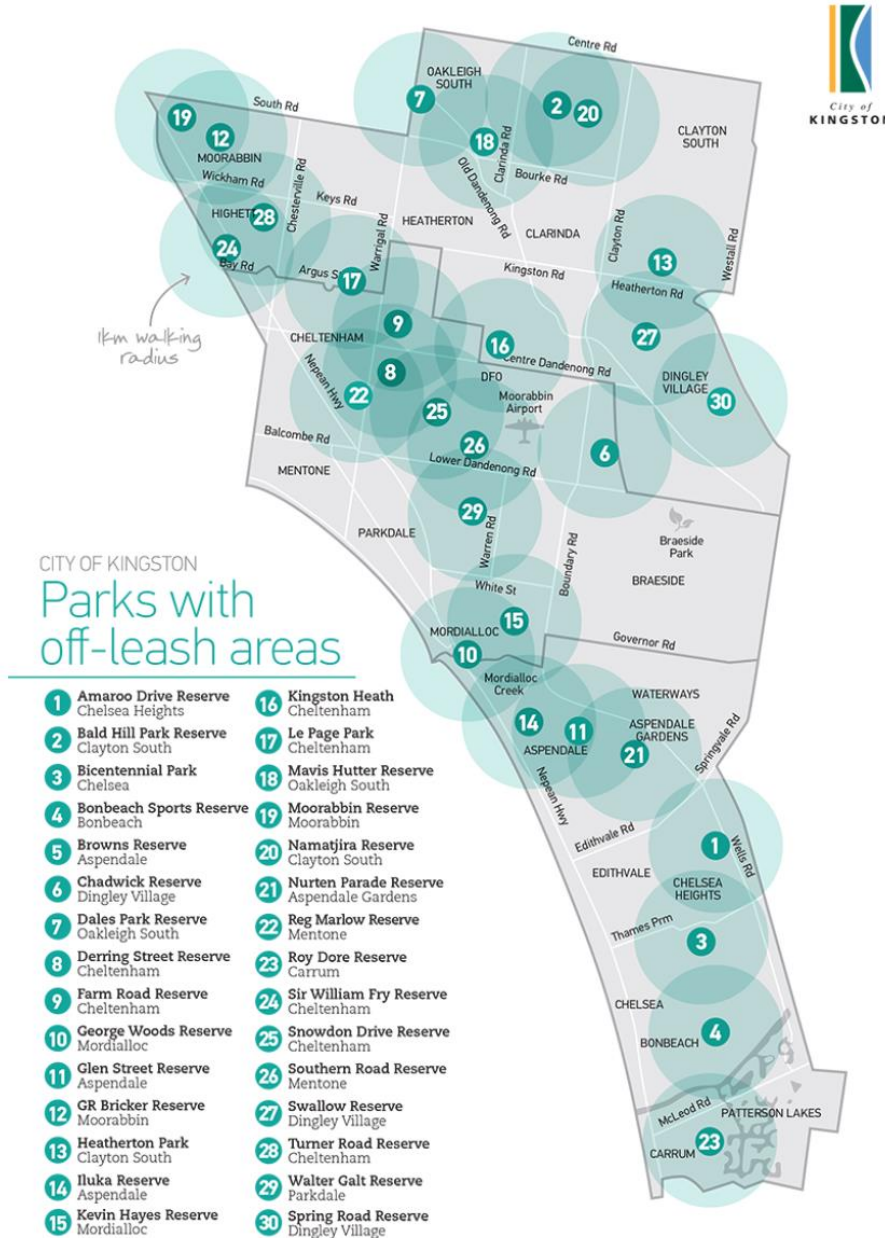
Other Councils methods for gazetted off leash areas include:

- Some Councils detail reserve name along with surrounding street names.
- Some Councils use reserve names and identify dog-off leash areas with fenced areas.
- Some Councils use reserve name and areas identified by signs in the reserves.

There is no specific convention for identifying the area within a reserve which is why this varies from Council to Council.

Frankston	Reserve name and stating fenced area
Monash	Reserve names with some street locations
Bayside	Reserve names
Stonnington	Reserve name and street locations
Cardinia	Reserve names and areas identified by signs in reserves
Glen Eira	Reserve names and areas identified by signs in reserves
City of Melbourne	Maps of locations in reserves published
Boroondara	Reserve name, location description and fenced areas

A map of all current dog off-leash areas located in Council reserves is shown below. This map is being updated to include the dog-off leash area on Victrack land at Haughton Road/Orchid Street Clayton South.



Officers sought advice in relation to the resolution from Council's legal team. Due to previous orders made in isolation, the view is that a Council resolution is required to revoke and replace the orders.

Due to the age of the creation of the following dog off leash areas within reserves officers were not able to confirm the date of resolution or gazetting. These dog off leash areas were created prior to 2000:

- Bald Hill Park Clayton South
- Bicentennial Park Chelsea
- Browns Reserve Aspendale
- Dales Park Reserve Oakleigh South
- George Woods Reserve Mordialloc
- GR Bricker Reserve Moorabbin
- Heatherton Park Clayton South
- Le Page Park Cheltenham
- Mavis Hutter Reserve Oakleigh South
- Moorabbin Reserve Moorabbin
- Swallow Reserve Dingley Village
- Turner Road Reserve Highett
- Walter Galt Reserve Parkdale

The proposed resolution facilitates the required statutory obligation to gazette these reserves, noting that a review of Council records was unable to identify the date of resolution or gazetting for these sites.

### 3. Discussion

#### 3.1 Council Plan Alignment

Goal 3 - Our connected, inclusive, healthy and learning community

Direction 3.4 - Promote an active, healthy and involved community life

Dog off leash areas provide opportunities for dog owners to exercise and socialise their pets. Well socialised and exercised dogs are a key factor towards responsible pet ownership.

#### 3.2 Consultation/Internal Review

Consultation with the community was undertaken when each dog off-leash area was created. There is no requirement to consult with the community in this instance as there will be no new dog off-leash areas being created

#### 3.3 Operation and Strategic Issues

##### 3.3.1 Relocating Dog Off-Leash Areas

Dog off leash areas are often needed to be relocated within a reserve when Master plans or operational changes to a reserve dictate such as ground maintenance or refurbishment. Statutory advertising is required each time an off-leash area is temporarily moved costing approximately \$300. This is required as each individual dog off leash area has been gazetted detailing the exact boundary of the area.

If all current dog off leash areas were re-gazetted by reserve name and the explanation that the dog off leash area is determined by signs erected within the reserve, it would be possible to relocate an off-leash area within a reserve when required without the need to undertake full statutory advertising.

3.3.2 Statutory Advertising

Any order or amendments to an order made by Council under Section 26 of the Domestic Animals Act 1994 must be published once in the Government Gazette and once in the public notice section of a newspaper circulating in the municipal district of the Council making the order.

3.3.3 Recommendation

It is recommended that Council re-gazette all current dog off leash areas to assist Council's Parks team when a dog off leash area needs to be temporarily relocated within a reserve to facilitate maintenance of infrastructure or should any new changes be required due to new reserve Master Plans.

**4. Conclusion**

**4.1 Environmental Implications**

There are no environmental implications.

**4.2 Social Implications**

There are proven health benefits from owning pets including dogs. Dog ownership plays an important role in our community and providing opportunities for dog owners to access open space assists connect people within the community. In balancing this Council needs to ensure that any off-leash area provided promotes a safe and healthy environment for all users and dogs.

**4.3 Resource Implications**

The cost of statutory advertising is approximately \$300 each time an off leash area is gazetted. Any future changes to gazette dog off leash areas will not require further statutory advertising, the change will only need to be advertised on Councils website and social media.

**4.4 Legal / Risk Implications**

It should be noted that with any off leash area the risk of nuisance and dog attack increases simply as dogs are not under the direct control of the owner by means of a leash. The legislation places the responsibility on the dog owner to keep their dog/s under effective control at all times

Author/s:

Neil Sheppard, Team Leader Local Laws

Reviewed and Approved By:

Yenni Lim, Manager Compliance and Amenity

Paul Marsden, A/General Manager Planning and Development

## **9. Community Sustainability Reports**



24 May 2021

Agenda Item No: 9.1

## RAINBOW TICK ACCREDITATION

Contact Officer: Dominic McCann, Coordinator Community Wellbeing

### Purpose of Report

The purpose of this report is to present Council with options to obtain Rainbow Tick accreditation that will address the inclusion of members of the Lesbian, Gay, Bisexual, Trans and Gender Diverse, Intersex and Queer (LGBTIQ) communities.

### Disclosure of Officer / Contractor Direct or Indirect Interest

No Council officer/s and/or Contractor/s who have provided advice in relation to this report have declared a Conflict of Interest regarding the matter under consideration.

### OFFICER RECOMMENDATION

That Council:

1. Commit to seeking Accreditation which would include the following five elements:
  - Obtain Rainbow Tick accreditation;
  - Establish an LGBTIQA + advisory committee;
  - Develop an LGBTIQA + action plan;
  - Fly the rainbow flag;
  - Participate in the annual Pride March; and
2. Allocate appropriate resources to achieve this accreditation.

## 1. Executive Summary

Local government plays a critical role in creating an environment in which all its residents may live safe, fulfilled and engaged lives.

Under the Public Health and Wellbeing Act 2008, Local Government has a legislated role in providing opportunities for all to achieve maximum health and wellbeing. It is acknowledged that the wellbeing of certain groups, including our LGBTIQ communities are adversely impacted more than others and as such require a greater level of attention and a sense of inclusiveness.

Kingston City Council believes in the benefits of diversity and the rights of all people to be free from discrimination and have opportunities to participate in all aspects of community life as outlined in the Council Plan 2017-2021: *'OUR COMMITMENT TO THE COMMUNITY: Kingston is home to a number of different communities across all ages and backgrounds. Our focus is to bring people together to strengthen our sense of community, celebrate diversity and build quality of life'*.

However, notwithstanding Council's support for diversity, LGBTIQ communities have not been embraced, as have other members of our diverse community.

This report highlights the gaps in our response to LGBTIQ communities and proposes options for ensuring our LGBTIQ communities are recognised, valued, welcomed, embraced and are able to fully participate in life as active members within our local community and beyond.

## 2. Background

Through the Council Plan 2017-2021 and Living Kingston 2035, Council acknowledges and celebrates its rich cultural, linguistic, religious, age, gender and sexual diversity, and works to support lifetime wellbeing, community harmony and opportunities for everyone to be able to participate fully in community life.

The specific inclusion and recognition of our LGBTIQ community is vital for their improved resilience, increased sense of security, improved mental health outcomes, greater social cohesion and more accessible health care.

Sex and gender diversity are aspects of diversity that should be acknowledged, respected and celebrated, but they also too often still put people at risk of exclusion.

There is no quality data available on the demographics of the LGBTIQ communities in Kingston including by age, ethnicity, socioeconomic and family status. Mostly there are no obviously visible LGBTIQ communities.

In Victoria there is also little data. The numbers below are conservative and inaccurate because they rely on self-reporting. However, research suggests that:

- 1 in 10 people identify as non-heterosexual
- 1 in 100 people identify as gender diverse\*
- 1-2 per cent of babies are born with an intersex variation 15 per cent of same-sex couples report having children This includes 1 in 4 female couples.
- In the first year that marriage equality became law, 6500 same-sex couples married.

(\*the number of gender-diverse people may in fact be higher than this based on newer research)

In the recent Kingston Council Vision survey 2.9% of respondents identified as LGBTIQ. However, the sample is too small to provide any meaningful information in respect of these communities.

Council's current response to inclusion of LGBTIQ communities is limited and confined to taking part in low level actions such as participating in Pride marches and supporting the 'Queer in Kingston' Youth Services program, and more recently celebrating International Day Against Homophobia, Biphobia, Intersexism and Transphobia (IDAHOBIT).

Council has had a long-standing commitment to equity and inclusion, but this aspect of our diversity has not been properly considered.

Consequently, Council now has the opportunity to undertake an accredited needs assessment to determine what strategies Council could implement to promote LGBTIQ recognition and inclusion including (but not limited to) internal and external policies, services and other initiatives.

Participation and engagement in a needs assessment will provide Council with the opportunity to take leadership in advancing our LGBTIQ residents' full and equal participation and inclusion in community life, making Kingston a fairer and more cohesive community.

### 3. Discussion

#### 3.1 Council Plan Alignment

Goal 3 - Our connected, inclusive, healthy and learning community  
Direction 3.2 - Provide equitable access to services and facilities for all community members, irrespective of background and ability

#### 3.2 Consultation/Internal Review

Throughout the scoping of this proposal, consultation has occurred with councillors, Libraries and Social Development, Youth Services, and the Diversity and Inclusion Officer.

External to Kingston, discussions have been conducted with Rainbow Health Victoria, Bayside City Council and the Liaison Officer with Victoria Police.

Benchmarking with neighbouring and other local Councils as well as the not-for-profit sector attached in **(Appendix 1)** provides an outline on how Kingston measures up to other comparable organisations.

#### 3.3 Operation and Strategic Issues

##### 3.3.1 Sexual harassment in local Government in Victoria (Auditor-General's report 2020)

In 2020, the Victorian Auditor-General's Office published the findings of a survey of 9,939 staff and Councillors (a quarter of those invited to participate) at 75 Victorian councils, coupled with a detailed audit of policies and practices relating to sexual harassment at five councils.

Over a quarter of survey participants (28%, or 2,807 staff and councillors) - had experienced sexual harassment in the previous 12 months, including 30% of females and 25% of males.

Those most at risk included LGBTIQ individuals (48% had been harassed in the previous 12 months), disabled persons (41%) and 18-34-year-old women (38%). About a third (30%) of councillors had experienced sexual harassment, including 44% of females and 19% of males.

These findings illustrate the experiences of people within local government who identify as LGBTIQ and highlights the work that needs to be done to prevent harassment, abuse and discrimination within the LGBTIQ community.

##### 3.3.2 Potential responses to improve inclusion for LGBTIQ communities. (Refer Appendix 2)

There are three proposed responses to address the lack of inclusion of LGBTIQ communities that Council could consider.

###### 3.3.2.1 Continue to deliver actions within current available capacity and Resources

The following actions could be delivered within existing resources.

- Fly the Rainbow Flag - would need NOM/Council Resolution?
- Support Pride marches
- Support Midsumma celebrations and IDAHOBIT

- Continue to support Queer in Kingston - Youth Services - Midsumma
- celebration with Arts team, working in schools, respect programs
- Support Diversity and Inclusion Group
- Provide limited training for staff

### 3.3.2.2 Commitment to seek Rainbow Tick Accreditation

Activities associated with these actions will require an estimated additional resourcing totalling \$126,200 per annum in staffing and project delivery and a one-off cost of \$28,099 (incl gst) for the three-year Rainbow Tick accreditation.

This will include:

- Vision statement - statement of commitment
- Undertake community consultation
- Establishment of a consultative/advisory committee
- Development and delivery of action plan
- Work towards cultural change

### 3.3.2.3 Rainbow Tick accreditation

For Council to obtain a Rainbow Tick accreditation, the following Six (6) National Standards must be obtained:

1. Organisational Capability
2. Workforce Development
3. Consumer participation
4. A welcoming and accessible organisation
5. Disclosure and documentation
6. Culturally safe and acceptable services

The cost for the three-year Rainbow Tick Accreditation Certificate is: \$28,099 incl of gst.

## 3.4 Options

### 3.4.1 Option 1: Deliver actions within current available capacity and resources

That Council approves the ongoing delivery of LGBTIQ actions within current available capacity and resources.

### 3.4.2 Option 2: Commitment to seek Rainbow Tick accreditation

That Council commits to seeking Accreditation which would include the following five elements and allocates appropriate resources to achieve this accreditation;

- Obtain Rainbow tick accreditation;
- Establish an LGBTIQA + advisory committee;
- Develop an LGBTIQA + action plan;
- Fly the rainbow flag;
- Participate in the annual Pride March.

**3.4.3 Option 3: Commitment not to seek Rainbow Tick accreditation**

That Council does not commit to seeking Rainbow Tick accreditation and does not allocate appropriate resources to achieve accreditation.

**4. Conclusion**

**4.1 Environmental Implications**

There are no environmental implications

**4.2 Social Implications**

This report is in line with the Charter of Human Rights and Responsibilities Act 2006 and in particular with the following right: Recognition and Equality before the Law, freedom of movement, freedom of expression and taking part in public life.

Should Council determine to proceed with the proposed recommendation, Council will demonstrate a willingness to and commitment in addressing potential discrimination and exclusionary practices based on sexuality or sex and gender diversity at a local level. It will also reinforce and strengthen Council's approach to social inclusion and diversity by proposing sound whole-of-Council actions within the organisation and across the municipality.

The proposed recommendations will assist Council to ensure that we can plan effectively as an organisation to develop and implement policies, programs and services that are more equitable and inclusive across our community.

These recommendations provide Council with an opportunity to position Kingston as an exemplary organisation in Victoria and Australia in its commitment and advocacy for social and behavioural change to promote gender equity and align with key strategies in the Prevention of Family Violence Plan, the Gender Equality Act, and the Public Health and Wellbeing Plan.

**4.3 Resource Implications**

The associated actions with Option 1 - Deliver actions within current available capacity can be implemented within existing resources.

The associated actions with Option 2 – A commitment to seek Rainbow Tick accreditation will require estimated additional resourcing totalling \$126,200 comprising:


- Staff resourcing at 0.6 EFT to oversee project management and implementation of activities - \$67,200;
- Specialised facilitators, strategic plan development, materials, services and training - \$59,000.
- A further one-off payment of \$28,099 would be required to undertake the three-year Rainbow Tick Accreditation certificate.


The materials, services and facilitation for accreditation costs estimate is based on a breakdown of specific activities and was prepared in consultation with Rainbow Health Victoria.

**4.4 Legal / Risk Implications**

There are no legal implications

## Appendices

Appendix 1 - LGBTIQ - Benchmarking with other LGs and not-for-profit organisations - Attachment 1 (Ref 21/95892)  [↓](#)

Appendix 2 - LGBTIQ - Options for Kingston - Attachment 2 (Ref 21/95893)  [↓](#)

Author/s: Dominic McCann, Coordinator Community Wellbeing  
Reviewed and Approved By: Jihan Wassef, Team Leader Community Engagement  
Jane Grace, Manager Libraries & Social Development  
Mauro Bolin, General Manager Community Sustainability

# 9.1

## RAINBOW TICK ACCREDITATION

1	LGBTIQ - Benchmarking with other LGs and not-for-profit organisations - Attachment 1 .....	179
2	LGBTIQ - Options for Kingston - Attachment 2 .....	181

## Lesbian, Gay, Bisexual, Trans and Gender Diverse, Intersex and Queer (LGBTIQ)

**Table 1 Councils with Rainbow Tick Accreditation**

Council	Rainbow Tick	LGBTQI+ Advisory Committee	LGBTQI+ Action Plan	Fly the Rainbow Flag	March in Pride/Participate in Midsumma Festival
City of Banyule	✓	✓	✓	✓	✓
City of Moonee Valley	✓ - Community Strengthening Department	✓	✓	✓	✓
City of Port Phillip	✓ - Access and Ageing	X	X	✓	✓
City of Whittlesea	✓ - Youth Services	X	X	✓	✓
City of Stonnington	✓ - Aged Services	X	X	X	✓
City of Glen Eira	✓	✓	✓	✓	✓

**Table 2: Status of Kingston and neighbouring Councils**

Council	Rainbow Tick	LGBTQI+ Advisory/Consultative Committee	LGBTQI+ Diversity Action Plan	Fly the Rainbow Flag	March in Pride/Participate in Midsumma Festival
City of Darebin	X	✓	✓	✓	✓
City of Frankston	X	X	X	✓	✓
City of Greater Dandenong	X	X	✓	✓	✓
City of Kingston	X	X	X	X	✓
City of Bayside	X	X	X	X	X
City of Monash	X	✓	✓	✓	✓

**Table 3 – Non- government not -for-profit organisations with Rainbow Tick accreditation**

Organisation	Rainbow Tick accreditation
Breastscreen Victoria	✓
inTouch Multicultural Centre Against Family Violence	✓
Child & Family Services Ballarat Inc.	✓
Bethany Community Support Inc	✓
Anglicare	✓
Vincent Care	✓



### Three options for Kingston:

#### 1 Deliver actions within available capacity and resources

- fly the Rainbow Flag - would need NOM/Council Resolution?
- continue to support Queer in Kingston – Youth Services – Midsumma celebration with Arts team, working in schools, respect programs
- support Pride March
- support Diversity and Inclusion group
- provide limited online staff training
- conduct a self-assessment gap analysis

#### 2 Commitment of Council to seek Rainbow Tick accreditation

- Will require
- Council approval
  - substantial resourcing - employment of officer to undertake the work
  - establishment of a consultative/advisory committee similar to Prevention of Family Violence Working Group
  - development and delivery of strategic action plan – eg:
    - Vision statement – statement of commitment
    - consultation with the community and LGBTIQ communities
    - using gender neutral and inclusive language in conversations
    - hold staff events on key days such as Wear it Purple day
    - provide gender neutral toilets
    - run LGBTIQ awareness training programs or add to existing induction programs
    - set up a pride network for LGBTIQ staff and allies
    - celebrating and commemorating significant days, including, International Day against Homophobia, Biphobia and Transphobia, Wear it Purple Day, Bisexuality Visibility Day, Intersex Awareness Day and Transgender Day of Remembrance.
    - develop an Inclusive Language Guide to ensure staff and services are getting the language right
    - mark International Day Against Homophobia Biphobia and Transphobia (IDAHOBIT)
    - Councillors, staff and community participate in the Pride March
    - establish an annual Council presence at Midsumma Festival Carnival to promote support of the LGBTIQ communities
    - partnerships with other Councils to develop an online map of LGBTIQ inclusive services and businesses
    - fly the rainbow flag over Council offices and host a party for the community to mark IDAHOBIT
    - partnership with the Traders Associations to deliver LGBTIQ party to celebrate diversity in the local community.

#### Resourcing based on prevention of Family violence initiative:

The **potential total cost** of implementation of the Action Plan is **\$126,200** per annum. This is made up of **\$67,200** for labour-based actions (e.g., project management, community engagement and education) and **\$59,000** for non-labour-based actions (e.g., specialised facilitators and training, materials, communications campaign).

### 3 Rainbow Tick accreditation

Rainbow Tick Accreditation - Six national standards

#### 5.3.1 Organisational Capability

An organisation must be able to demonstrate that it has embedded LGBTIQ inclusive practices across all of its systems and continuously seeks out opportunities for improvements.

#### 5.3.2 Workforce Development

All staff and volunteers understand their responsibilities to LGBTIQ consumers and are trained and able to deliver LGBTIQ inclusive services.

#### 5.3.3 Consumer participation

LGBTIQ consumers are consulted and participate in the planning, development, and review of the organisation's services.

#### 5.3.4 A welcoming and accessible organisation

LGBTIQ consumers can easily and confidently access services as the physical and virtual environments including information, structures, resources and processes, are welcoming.

#### 5.3.5 Disclosure and documentation

LGBTIQ consumers, staff and volunteers feel safe providing personal information, including their sexual orientation, gender identity and/or intersex status, because they know information will be treated respectfully and that there are systems in place to ensure their privacy.

#### 5.3.6 Culturally safe and acceptable services

Services and programs identify, assess, and manage risks to ensure the cultural safety of LGBTIQ consumers.

**Total Cost:** Total three-year accreditation fee for Rainbow Tick: **\$28,099 incl of GST**

**Agenda Item No: 9.2**

## **CARRUM SURF LIFE SAVING CLUB PROPOSED EXTENSION**

**Contact Officer: Juli Stickler, Acting Senior Facilities Development and Planning Coordinator**

### **Purpose of Report**

The purpose of this report is to:

- i. Provide Council with an overview of the project background, existing funding, the previously endorsed concept and proposed program of works;
- ii. Inform Council of the current project cost estimate and the existing State Government Grant allocation; and
- iii. Obtain endorsement to progress design development, with an assumption of Council co-contribution to the current project budget deficit.

### **Disclosure of Officer / Contractor Direct or Indirect Interest**

No Council officer/s and/or Contractor/s who have provided advice in relation to this report have declared a Conflict of Interest regarding the matter under consideration.

### **OFFICER RECOMMENDATION**

That Council:

1. Endorse proceeding with the proposed extension of the Carrum Surf Life Saving Club, confirming the necessary budgetary allocation as a co-contribution towards project completion; and
2. Authorise officers to continue progressing the project, which includes:
  - informing the community;
  - detailed design development;
  - obtaining relevant statutory approvals;
  - developing future leasing/licencing arrangements for the redeveloped facility;
  - undertaking a public tender process; and
  - reporting to Council of the outcome of the tender process, once complete.

### **1. Executive Summary**

Following significant building damage during a storm event of January 2010, the former Carrum Surf Life Saving Club rooms were subject to extensive redevelopment in 2013. In recent years the Carrum SLSC have noted that the existing storage capacity is insufficient to meet current needs and forecast growth of both member activity and patrol operations.

In 2018, the Club lobbied for further development of their facility to meet an identified growth trend. Subsequently, a State Grant of \$1.5M was committed within the 2019/20 Victorian Budget, for expansion and redevelopment of the club house.

Concurrently, the broader Carrum community has experienced significant investment and revitalisation through the Level Crossing Removal Project, with extensive redevelopment of the rail and foreshore precinct. Realignment of McLeod Road now provides an unimpeded transport corridor directly from East Link/Peninsula Freeway to the Carrum foreshore carpark. Combined with the high-profile location of the Surf Life Saving Club from the elevated rail, Carrum foreshore is likely to become a patrolled beach of choice for an extensive population catchment.

Further increasing demand on patrol members and response capacity was the unprecedented surge in outdoor recreation following the 2020 pandemic. Socially distanced, outdoor gatherings of beachgoers provided an outlet for social interaction that was otherwise limited, placing additional pressure on SLSC patrols. This increasing trend of outdoor gatherings is anticipated to continue into the immediate future.

In response to the range of pressures on building capacity, officers engaged with Carrum SLSC to the point of developing a concept for extension of the existing club house. This design has been endorsed by the Carrum SLSC and noted by Council (Ordinary Council Meeting, 27 July 2020). The endorsed design has been independently costed and the identified funding deficit of approximately \$800,700 was referred to the 2021/22 budget deliberation process for future capital works prioritisation.

## 2. Background

A history of lifesaving activity at Carrum beach dates to 1924. Contemporary offerings at the Carrum Surf Life Saving Club include traditional water-based surf activities, water safety educational sessions, provision of accessible equipment for public beach users, regular beach patrols and provision of first aid services.

From a whole-of-community perspective, the most important club function is the provision of emergency rescue services, with Carrum SLSC providing the highest median annual rescue rate of any Melbourne metropolitan club over the most recent 5 years. This rate reflects the volume of activity along the 2km stretch of foreshore patrolled by Carrum SLSC volunteers, and the immediate proximity to the identified black spot of the nearby Patterson River. In response to the high-volume of incidents and relatively central patrol zone, Life Saving Victoria stationed two (employed) patrol members and their associated patrol-vessels, at Carrum SLSC during the summer of 2020/21.

Set across two levels, the existing building provides for equipment storage and transit of water vessels directly onto the foreshore, ground floor member amenities, first floor kitchen/bar and adjacent social rooms, along with the essential patrol, first-aid and lifesaver observation rooms. One of the notable design features of the 2013 upgrade is the cut-through public walkway beneath the first floor, offering a strong view corridor through to the foreshore and bay, with glimpses of the bay evident for/pedestrians travelling along the Nepean Highway. Public toilets are provided off the public walkway.

In 2018 Carrum SLSC lobbied the State Government, through Life Saving Victoria, for additional investment in the club house to increase storage capacity, with a grant of \$1.5M allocated to future works via the Emergency Services Infrastructure Authority (ESIA). In anticipation of Council co-contribution towards the pledged \$1.5M, officers have worked extensively with the Club, Life Saving Victoria (LSV) and the Department of Environment,

Land, Water and Planning (DELWP) to develop a concept design to address the future needs of the Carrum community (refer Appendix).

Key features of the club house extension include:

- expanded ground floor storage capacity
- additional change facilities to allow for separation of junior/senior members
- a separate family change room
- provision of a first-floor deck to support observation/lifesaving activity
- creation of first floor lifesaver facilities to support training/observation activity
- the addition of an external egress stairway for improved lifesaver/beach connection
- extended first floor layout with additional office and dry storage space
- realignment of the foreshore ramp to support ease of vehicle movement
- minor refurbishments, including upgrading the existing cladding

In July 2020, Council resolved to:

1. Note and approve the concept design, Revision J3, for the proposed extension at the Carrum Surf Life Saving Club, which is supported by the club following design consultation.
2. Refer the request for funding to the 2021/22 Budget deliberation process for consideration and future capital planning prioritisation.

### 3. Discussion

#### 3.1 Council Plan Alignment

Goal 1 - Our well-planned, liveable city supported by infrastructure to meet future needs

Direction 1.3 - Infrastructure and property investment for a functional city now and into the future

Extension of the Carrum SLSC as outlined in this report and attached Appendix will build future capacity for emergency response and community recreational activity. It also provides an opportunity to showcase Carrum as a beachside destination of choice, in keeping with the improved transport infrastructure and revitalised public realm.

The Kingston Coastal Management Plan (2014) identifies the Carrum Foreshore as a Major Foreshore Activity Precinct (FAP) and thereby appropriate for intensification through further development of infrastructure, such as the LXP foreshore park completed in 2020 and the proposed Carrum SLSC extension.

#### 3.2 Consultation/Internal Review

Extensive consultation has occurred with the Carrum SLSC in response to their initial request for facility extension and their successful bid to State Government through Life Saving Victoria (LSV). During the course of concept development, officers have also engaged with LSV, ESIA, and DELWP.

In acknowledgement of the limited options for developing on the foreshore and a desire to preserve the dune system wherever possible, it is unlikely there will be any alteration to the footprint of the building extension as proposed within the endorsed concept. Informing the community of the proposed works is recommended to occur concurrently with submission of the relevant statutory applications.

**3.3 Operation and Strategic Issues**

**3.3.1 Environmental**

Of primary consideration during development of the concept was the requirement to design the building with a sympathetic response to the adjacent foreshore and dune system. To achieve the required operational layout, the design necessitates a small incursion into the dune system immediately South East of the existing facility. Development of this facility away from the foreshore acknowledges the need to caution against future sea-level rise, securing the asset lifespan for future generations.

DELWP representatives have been engaged during concept development and are aware of the proposal to expand the footprint into a small area of dune. DELWP have indicated an in-principle acceptance of this design within the context of the developing Carrum precinct. Formal approval in the form of Marine and Coastal Act Consent will be sought following Council approval to progress the project.

**3.3.2 Budget deficit**

Following extensive consultation with the Club and State level stakeholders, a concept plan has been prepared, endorsed by the club and noted by Council (July 2020). An independent cost estimate was completed, placing the total project cost at \$2,300,700. This leaves a deficit of \$800,700, with the existing State Government grant of \$1.5M requiring council co-contribution to meet the forecast deficit.

It is proposed that Council's co-contribution towards this asset development is in keeping with the context of a rapidly developing Carrum precinct and will offer a significant value-add to the community.

**3.3.3 Program of works**

The following table sets out an anticipated program of works following confirmation of project co-contribution. In the event that officers are authorised to progress development, commencement of construction during the Autumn/Winter of 2022 remains feasible, with an ideal completion date of December 2022 in readiness for the Summer 2022/23 season.

<b>Table 1: Scheduled Program of Works</b>	
Council Approval to Progress Design Development (Pending)	May 2021
Community Information Sessions	June 2021
Marine and Coastal Act Consent Sought	June 2021
Planning Permit Application Submitted	June 2021
Tenders sought	November 2021
Tender Awarded	February 2022
Commencement of construction	March 2022
Completion of construction	December 2022

### 3.4 Options

#### 3.4.1 Option 1 - Proceed with the proposed extension of the Carrum SLSC, with confirmed Council co-contribution to meet the existing budget deficit –

##### Recommended Option

Support of the proposed Carrum SLSC extension through endorsement to proceed and budget allocation is recommended. Council co-contribution to this project will support the commitment already made through allocation of a State Grant, recognising the extensive development evident throughout the Carrum foreshore precinct and the financial and social opportunity that such revitalization will bring to the Carrum community.

#### 3.4.2 Option 2 - Retain the existing Carrum SLSC facility, with no extension – Not recommended

The Carrum SLSC commenced operations from the existing building in 2013. Rapid membership growth and precinct revitalization have placed unforeseen pressures on the facility to accommodate demand. Although it is possible for the Club to continue operating from the existing premises, there is pressure on operational capacity which may adversely impact the provision of timely emergency response services. With partial funding already provided in the form of a State Grant, not proceeding with the redevelopment has the potential to cause community discontent.

## 4. Conclusion

### 4.1 Environmental Implications

The design concept proposes an incursion into the dune system to achieve the required dimension and configuration for improved functional layout. The concept also proposes a realignment of the existing foreshore vessel-access ramp which connects the storage facility to the foreshore. DELWP have been closely involved with Club and officers during concept development and are aware of the proposal and associated implications on the dune system. Marine and Coastal Act Consent will be sought subsequent to Council endorsement.

It is noted that the nearby Patterson Motor Boat Club, situated 240m North of the Carrum SLSC, was demolished in 2020, returning approximately 212m<sup>2</sup> to the foreshore by way of rejuvenating dune system. When considered in relation to the proposed Carrum SLSC extension, there remains a net gain of open approx. 189m<sup>2</sup> to the Carrum foreshore.

A vegetation assessment has been completed noting that there is a small volume of native vegetation (coastal dune grassland and scrub) that will require removal for the development to proceed. Relevant permits and off-set credits will be sought to facilitate removal.

A Coastal Hazard Vulnerability Assessment has been undertaken to inform finished floor levels in habitable areas of the future facility, minimizing the risk of future inundation due to storm surge or sea level rise.

A Cultural Heritage Management Plan is currently being prepared in anticipation of future works. Field work did not find any evidence of aboriginal activity in the area of dune to be disturbed by the proposed extension.

Inclusion of appropriate Environmentally Sustainable Design features will be incorporated as practicable, in keeping with the recently revised ESD Policy for Community Buildings Policy (2021).

**4.2 Social Implications**

Life Saving Clubs perform a highly valued community service. Further investment into the Carrum SLSC is recommended to support safe coastal recreational activity and timely emergency response. Recent enhancement of the public realm will be further supported by the proposed clubhouse extension and associated refurbishment.

**4.3 Resource Implications**

Investment in the Carrum SLSC extension necessitates budget allocation of \$800,700.

Project Code		Carrum Surf Life Saving Club Extension – Proposed Budget Allocation			TOTAL
		20/21	21/22	22/23	
C0521					
	Life Saving Redevelopment Program	\$20,000	\$350,000	\$430,700	<b>\$800,700</b>
	State Government Grant – Carrum Surf Life Saving Club			G-1,500,000	<b>\$1,500,000</b>
					<b>\$2,300,700</b>

**4.4 Legal / Risk Implications**

There is an element of reputational risk in the event that Council does not co-contribute to a project that is already in receipt of State Grant funding. It is proposed that the requested level of Council contribution is warranted within the broader context of (State funded) Carrum foreshore precinct works.

**Appendices**

Appendix 1 - Carrum Surf Life Saving Club Redevelopment Plans (Ref 21/70285) 

Author/s: Juli Stickler, Acting Senior Facilities Development and Planning Coordinator

Reviewed and Approved By: Steve Lewis, Manager Community Buildings  
Mauro Bolin, General Manager Community Sustainability



## **9.2**

### **CARRUM SURF LIFE SAVING CLUB PROPOSED EXTENSION**

<b>1</b>	<b>Carrum Surf Life Saving Club Redevelopment Plans .....</b>	<b>191</b>
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B	Detailed Client Design Issue	210309
C	Detailed Client Design Issue	210318
D	Detailed Client Design Issue	210322
E	Detailed Client Design Issue	210324

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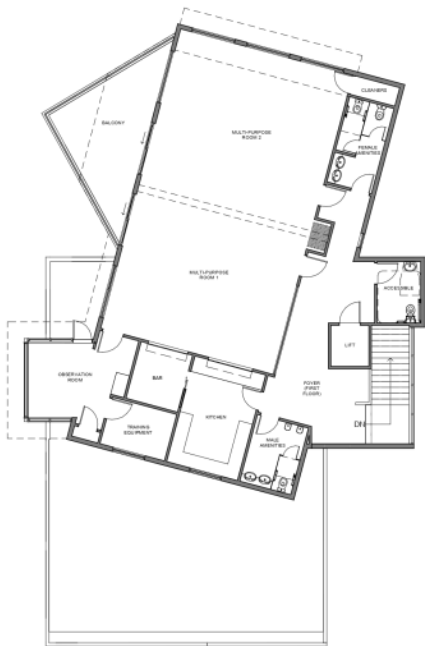
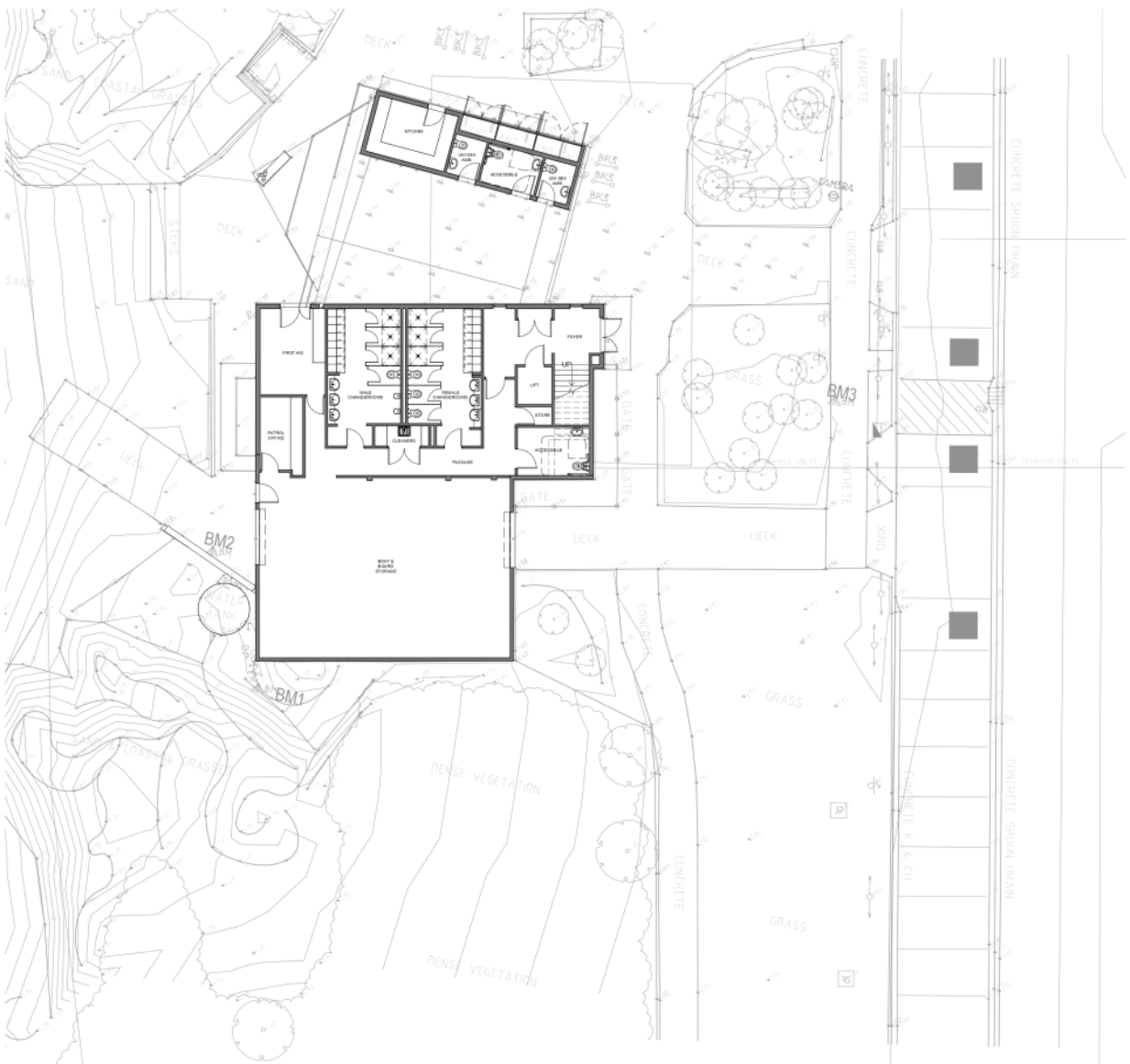
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**CARRUM SURF LIFE SAVING CLUB REDEVELOPMENT**

CITY OF KINGSTON

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PROJECT No.	200801	Checker
DATE	Issue Date	

DRAWING TITLE		REV No.
Existing Survey Plan		E
DRAWING No.	SK-01	



02 Existing First Floor  
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01 Existing Ground Floor  
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Surrey Heath, Victoria 3101  
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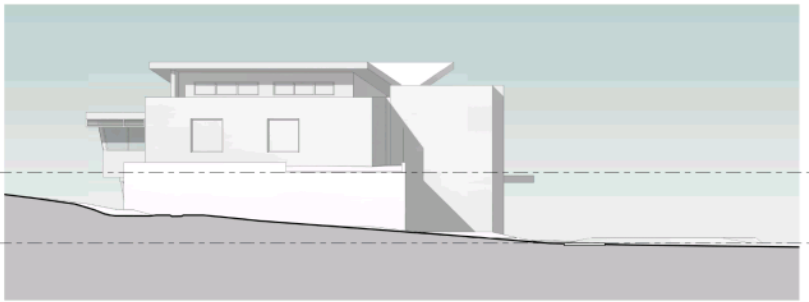
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DRAWING No.  
**SK-02**

REV No.  
**E**



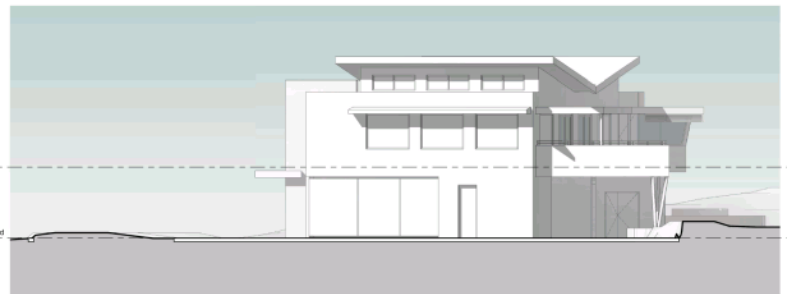
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4 Existing Elevation 04 - North  
1:100

No	Description	Date
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C	Detailed Client Design Issue	210318
D	Detailed Client Design Issue	210322
E	Detailed Client Design Issue	210324

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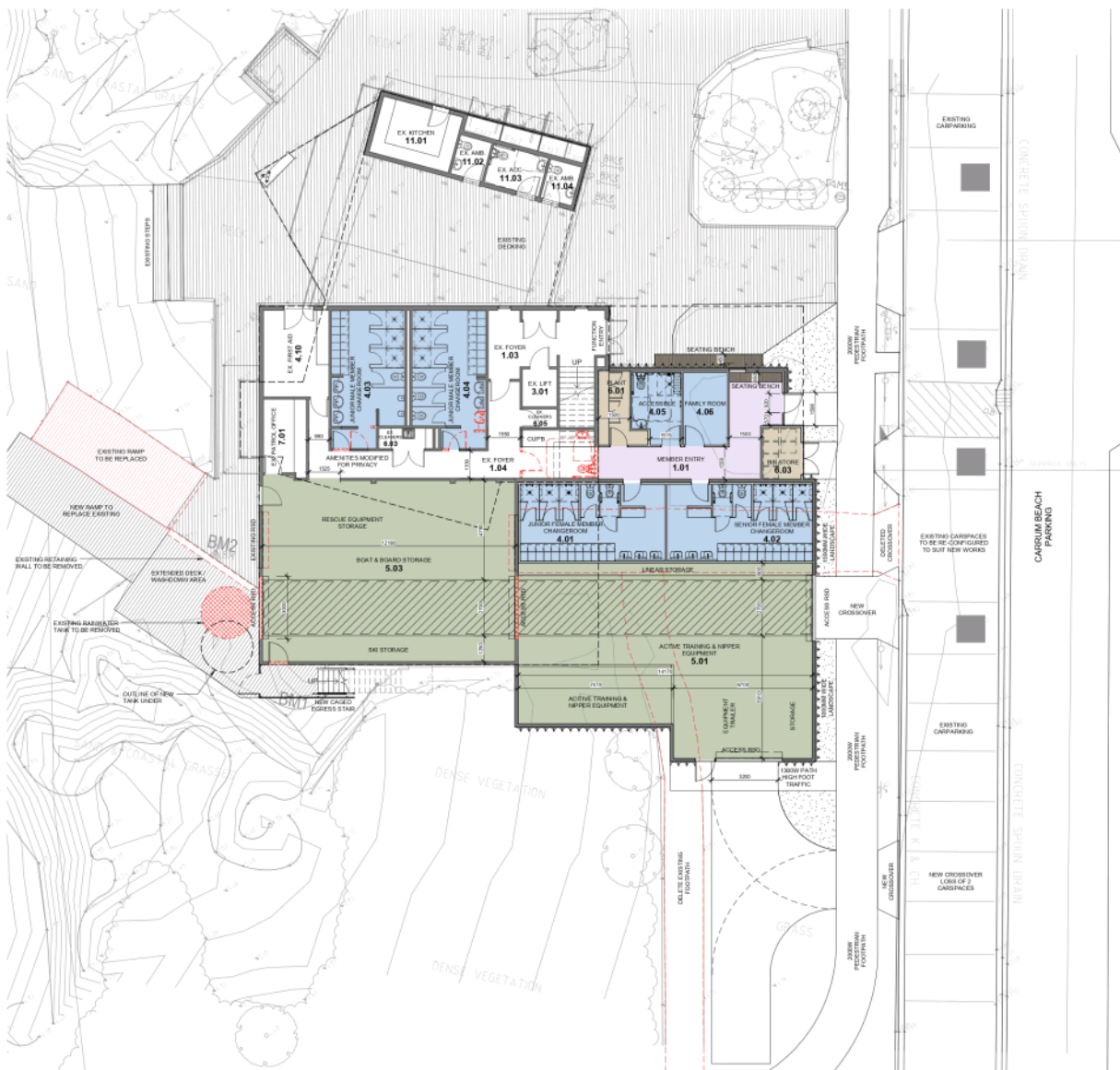
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**CARRUM SURF LIFE SAVING CLUB REDEVELOPMENT**

CITY OF KINGSTON

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PROJECT No.	200801	DATE	Issue Date

DRAWING TITLE <b>Existing Elevations</b>	
DRAWING No. <b>SK-03</b>	REV No. <b>E</b>



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**02** Proposed First Floor  
1:100

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B	Detailed Client Design Issue	210309
C	Detailed Client Design Issue	210318
D	Detailed Client Design Issue	210322
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**CARRUM SURF LIFE SAVING CLUB REDEVELOPMENT**

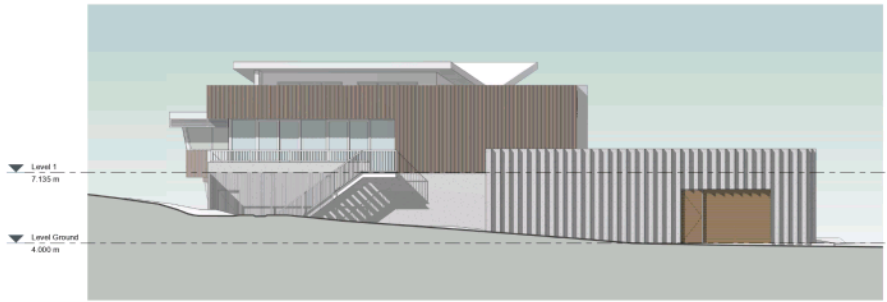
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DATE	Issue Date	

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Proposed Floor Plans	
DRAWING No.	REV No.
SK-04	E



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1:100



03 Proposed Elevation 03 - East  
1:100



04 Proposed Elevation 04 - North  
1:100

No.	Description	Date
B	Detailed Client Design Issue	2/10/09
C	Detailed Client Design Issue	2/10/18
D	Detailed Client Design Issue	2/10/22
E	Detailed Client Design Issue	2/10/24

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**CARRUM SURF LIFE SAVING CLUB REDEVELOPMENT**

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PROJECT No.	200801	DATE	Issue Date

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DRAWING No. <b>SK-05</b>	REV No. <b>E</b>



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 p: 03 9571 6888  
 w: www.cohenleigh.com  
 e: info@cohenleigh.com

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C	Detailed Client Design Issue	210318
D	Detailed Client Design Issue	210322
E	Detailed Client Design Issue	210324

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 w: www.cohenleigh.com  
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C	Detailed Client Design Issue	2/10/16
D	Detailed Client Design Issue	2/10/22
E	Detailed Client Design Issue	2/10/24

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Sandringham, Victoria 3101  
p: 030 9571 6888  
w: www.cohenleigh.com  
e: info@cohenleigh.com

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**SK-10**

REV No.  
**E**

**Agenda Item No: 9.3**

### **HIGHETT HUB - PROPOSED COMMUNITY CONSULTATION**

**Contact Officer: Juli Stickler, Senior Facilities Development and Planning Coordinator**

**Donna Feore, Team Leader Children's Services Partnerships**

#### **Purpose of Report**

To provide an overview of the proposed process and timeline for completion of community consultation to explore community appetite for additional early years infrastructure in the form of a 'Highett Hub'.

#### **Disclosure of Officer / Contractor Conflict of Interest**

No Council officer/s and/or Contractor/s who have provided advice in relation to this report have declared a Conflict of Interest regarding the matter under consideration.

#### **OFFICER RECOMMENDATION**

That Council endorse a community consultation process to inform Kingston residents of the forecast shortfall of sessional kindergarten facilities in the Highett, Moorabbin and Cheltenham area and gauge interest in the provision of additional infrastructure in the form of an integrated early years 'Highett Hub'

#### **1. Executive Summary**

A comprehensive scoping exercise was undertaken in 2020 to independently test the assumption that there will be a future undersupply of sessional kindergarten facilities in the suburbs of Highett, Moorabbin and Cheltenham.

The findings of the scoping report confirmed a significant deficit in forecast sessional kindergarten capacity and suggested a sense of urgency is required to address this deficit within the short-medium term. Key factors contributing to the anticipated undersupply include an increase in high density living with associated population growth, a changing Victorian State Government kindergarten funding model and the decommissioning of Highett Preschool facility.

Additional strategic considerations include the Moorabbin West precinct plan, which requires long-term provision of alternative flexible community space for existing Moorabbin Activity Hub User groups.

The findings of this scoping report have been further tested and confirmed by a large body of internal social planning and benchmarking activity. A strategic briefing was provided to Councillors in March 2021 for the specific purpose of highlighting the forecast facility undersupply and the implications of funded three-year-old kindergarten on future capital projects.

All analysis completed to date consistently indicates a sessional kindergarten service provision shortfall in the suburbs of Highett, Moorabbin and Cheltenham and suggests that capital investment within the next 3-5 years is critical in order to adequately address this shortfall.

## 2. Background

Review of community infrastructure demand in the catchment area of Highett, Moorabbin and Cheltenham was influenced by a number of factors including forecast population growth, ageing facilities which have limited or no capacity for intensification, a changing Victorian Government kindergarten funding model and the recent decommissioning of an existing facility.

The population forecast in this catchment is significantly greater than the remainder of Kingston with a 54% forecast increase in children aged 0-4 years by the year 2036. These demographics are influenced in part by the intensification of housing density along the Nepean transport corridor. Combined with increased population, it is anticipated there will also be disproportionately higher levels of family vulnerability (unemployment, disability, financial stress, decreased English fluency, with associated early development vulnerability).

In August 2020 a report was presented at the Councillor Information Session summarising the findings of the scoping report into the requirement for a future 'Highett Hub' as a means of building service delivery capacity. This report recommended that Councillors note the population and service pressures on sessional kindergarten and maternal and child health facilities in Highett, Moorabbin, Cheltenham (and Heatherton), the level of additional social infrastructure required and the associated capital funding investment required to provide such infrastructure.

The report proposed that the identified gap in facility provision would be most effectively addressed through development of a multi-user community hub. Development of a 'hub', rather than multiple stand-alone facilities, is in keeping with contemporary practice, supporting prudent investment in consolidated assets while strengthening opportunities for community interconnectedness and service referral pathways.

Specifically, in order to adequately address the demonstrated population and service demand, a minimum of four kindergarten indoor education spaces and two maternal and child health consulting suites are to provide the required capacity in the aforementioned 'Highett' catchment. Co-location with compatible community users is widely recognised as best practice, and the inclusion of flexible community space supports the requirement for replacement facilities for those currently accommodated within the Moorabbin Activity Hub.

The notion of a 'Highett Hub' has previously been discussed within the broader community, predominantly in response to the closure of the Highett Preschool.

The Council resolution in response to the July 2020 report on the 'Highett Preschool Facility' is that Council:

1. Approve the decommissioning and demolition of the existing Highett Preschool facility given the significant structural damage to the facility and note that the \$100k required to complete these works can be accommodated in the 2020/21 Forward Capital Plan and no further funds will be required;
2. Note the continuation of the current relocation strategy of kindergarten places to the North Cheltenham Preschool and the Bruthen St Kindergarten;
3. Consider the redevelopment and integration of the Highett Preschool as part of the development of the proposed Highett Hub; and

4. Support the preservation of the rich history of the Highett Preschool as part of a proposed Highett Hub development; and
5. Receive separate reports at future Council meetings to further consider; The proposed development of the new Highett Hub including the redevelopment and integration of the Highett Preschool within the scope of works; and The future use of the current Highett Preschool site.

With increasing public interest in the former Highett Preschool site, it is timely to commence a high-level engagement piece to gauge the level of community awareness of, and interest in, the requirement for additional early years facilities to meet the identified demand. A focussed consultation regarding supply of sessional kindergarten facilities in the Highett catchment is a logical follow on from both the closure of the Highett Preschool and the recent (March 2021) survey of families regarding their preference in accessing three-year-old kinder.

### **3. Discussion**

#### **3.1 Council Plan Alignment**

Goal 1 - Our well-planned, liveable city supported by infrastructure to meet future needs  
Direction 1.3 - Infrastructure and property investment for a functional city now and into the future

Council have previously demonstrated a strong commitment to the provision of early years education and care infrastructure, evidenced by significant capital investment over recent years with the development of dedicated Family and Children's Centres at Carrum, Edithvale and Parkdale. A fourth sessional kindergarten offering is seen within the integrated community hub at Westall, alongside complementary services such as facilitated playgroups, specialist consultants and a library. Equitable distribution of social infrastructure, such as an integrated hub, responds to several key Kingston strategy documents, including the Public Health and Wellbeing Plan, the Family and Children's Strategy, the Library Strategy and the Moorabbin Activity Structure Plan.

#### **3.2 Consultation/Internal Review**

The 2020 scoping report activity was guided by a cross-departmental steering group. Detailed consultation occurred with relevant officers from Family, Youth & Children's Services, Property, Active Kingston, Libraries and Social Development, AccessCare, City Strategy, Economic Growth & Innovation and Parks & Open Space.

It is proposed that high-level public consultation is now undertaken to comprehensively explore the level of community understanding, demand and expectation of sessional kindergarten provision specifically in the suburbs of Highett, Moorabbin and Cheltenham.

#### **3.3 Operation and Strategic Issues**

##### **3.3.1 Community expectations**

With a growing level of public interest in the (former) Highett Preschool site and the changing landscape with respect to funded three-year-old kindergarten, it is timely to keep the community well informed on future provision of kindergarten service capacity. It is essential that any community engagement is sensitively designed and delivered so that the community are informed of key issues, while exploration of future options remains cognizant of other strategic priorities.

3.3.2 Short-medium term requirement to build

As part of the 2019/20 State Budget, the Victorian Government announced \$881.6 million to deliver funded three-year-old kindergarten over the next five years. This includes \$473.2 million to support the expansion of early childhood infrastructure to meet the increased hours and anticipated demand for funded three-year-old kindergarten.

From 2022 three-year-old kindergarten will be funded for a minimum of 5 hours per week. This will progressively scale up to 15 hours per week by 2029. Which means that children will have universal access to two years of funded kindergarten.

Facility planning is undertaken based on the assumption that 60% of three and four-year-old children will require a place at a sessional kindergarten service. Given this, together with the anticipated population increase, means that approximately 300 new licensed sessional kindergarten places will be required to meet the anticipated increased demand.

With identification of facility shortfall in Highett, Moorabbin and Cheltenham, provision of additional capacity is required within the next five years.

3.3.3 Proposed early years infrastructure priorities

**3.4 Options**

3.4.1 Community Consultation – Officer recommended

Having demonstrated the requirement for kindergarten infrastructure there is value in undertaking a comprehensive community engagement process to explore the level of community understanding, demand and expectation of kindergarten provision in the suburbs of Highett, Moorabbin and Cheltenham.

It is recommended that the engagement process is designed and undertaken by an external consultant, who will ideally be familiar with funding and planning implications of the current kindergarten and broader early years care and education climate.

The desired outcomes of consultation include;

- Confirmation of which aspects of sessional kindergarten service provision the community values most highly.
- Exploration of community expectations, perceived benefits and preferences for kindergarten facilities of varying size and scale.
- Inform the community around the identified need to provide additional sessional kindergarten capacity.
- Understanding preferred locations for a future kindergarten facilities ('blue-sky' thinking)

The proposed methodology of consultation could include (as a minimum);

- Online activity (Your Kingston, Your Say), Facebook
- Interactive consultant facilitated community workshop/s
- Virtual Webinar
- Direct mail/email contact with relevant community stakeholders
- Identification and engagement with a broad range of community services and education providers

The proposed program for community consultation is as follows;

Item	Date
Council endorsement of consultation	May 2021
Procurement of consultant	June 2021
Consultation planning, implementation, evaluation	July – August 2021
Report to Council on consultation outcomes	September 2021

## **4. Conclusion**

### **4.1 Environmental Implications**

There are no environmental implications that arise through the completion of a consultation process.

### **4.2 Social Implications**

Families in Kingston have indicated their expectation that children will have equitable access to a funded kindergarten place at the service type of their preference at an affordable price, including sessional and long day options.

To ensure an adequate number of funded sessional kindergarten places are available to children, Council officers plan early years facilities to provide a minimum percentage of sessional kindergarten places based on DET enrolment data that identifies the split, or market share, between sessional and long day services.

This approach ensures that families have choice and that children have access to a funded kindergarten place that is conveniently located, is at the preferred service type and is affordable to families.

Further understanding the Highett, Moorabbin, Cheltenham community preferences in response to identified service demand will assist with targeted, community-centric planning for additional community infrastructure.

### **4.3 Resource Implications**

Engagement of an experienced consultant to design and delivery a community consultation process will cost approximately \$20-25K.

With future investment in a Highett Hub facility estimated at approximately \$10M, it is believed that comprehensive preliminary consultation is an essential element of project due diligence.

### **4.4 Legal / Risk Implications**

Council has a significant role in the planning, provision and maintenance of kindergarten facilities. Families and the community have an expectation that an adequate number of funded sessional kindergarten places will be available to children. An inadequate



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Council Meeting**

**Agenda**

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number of sessional kindergarten places being provided in areas of forecast demand could have a damaging effect on Council's reputation.

Author/s: Juli Stickler, Senior Facilities Development and Planning  
Coordinator  
Donna Feore, Team Leader Children's Services Partnerships

Reviewed and Approved By: Steve Lewis, Manager Community Buildings  
Mauro Bolin, General Manager Community Sustainability

## **10. City Assets and Environment Reports**

**Agenda Item No: 10.1**

### **PUBLIC LIGHTING POLICY**

**Contact Officer: Alex Reid, Traffic and Transport Engineer**

#### **Purpose of Report**

This report summarises the community feedback undertaken in November 2020 on Council's draft Public Lighting Policy and outlines changes made to the draft Policy. This report recommends that Council considers and adopts the Public Lighting Policy.

#### **Disclosure of Officer / Contractor Direct or Indirect Interest**

No Council officer/s and/or Contractor/s who have provided advice in relation to this report have declared a Conflict of Interest regarding the matter under consideration.

#### **OFFICER RECOMMENDATION**

That Council:

1. Note the community feedback received on Council's draft Public Lighting Policy and the changes made in response to the feedback; and
2. Endorse the Public Lighting Policy attached in Appendix 3 of this report.

#### **1. Executive Summary**

At the Ordinary Meeting of Council on 24 June 2019, Council endorsed the draft Public Lighting Policy for community consultation.

The community consultation was undertaken through a *Your Kingston Your Say* online survey in November 2020. The Community Safety Advisory Committee was also invited to respond to the survey. The survey provided respondents with the opportunity to express support or otherwise for the Policy. The feedback showed 13 respondents supported the Policy and 11 were unsure. No feedback indicated opposition to the Policy.

Respondents were also invited to provide comments and observations. Broadly, this feedback sought additions or clarification to the Policy, for example more detail about environmental or safety considerations, and expressed specific operational concerns such as improved lighting at a location. Council officers revised the draft Public Lighting Policy based on this community consultation and undertook further internal stakeholder reviews in February 2021 to develop the final Public Lighting Policy.

Officers consider that the Policy aligns with community and internal stakeholder expectations and therefore recommend the Policy be adopted.

#### **2. Background**

At the Ordinary Meeting of Council on 24 June 2019, Council endorsed for community consultation the draft Public Lighting Policy (see Appendix 1).

### 3. Discussion

#### 3.1 Council Plan Alignment

Goal 4 - Our free-moving safe, prosperous and dynamic city  
Direction 4.5 - Keeping our community safe and protected

Public Lighting is provided in the municipality to ensure safe movement of vehicles and pedestrians at night.

#### 3.2 Consultation/Internal Review

An internal workshop was conducted with representatives of Community Buildings, Parks and Open Space, Infrastructure and City Strategy. The workshop agreed to develop a Public Lighting Policy suitable for the wider community. This Policy would seek to clarify Council's aims, objectives and priorities for providing public lighting. In November 2020, Council sought community feedback on the draft Public Lighting Policy through *Your Kingston Your Say*. Council also engaged with the Community Safety Advisory Committee. This was followed by review of the Policy by internal stakeholders in February 2021.

The internal workshop agreed that after adoption of the Public Lighting Policy, Council Officers would develop a supplementary internal document called Public Lighting Guidelines.

The Guidelines will set out the:

- Roles and responsibilities for providing and maintaining public lighting managed by different departments within Council such as Parks and Open Space, Community Buildings, and Infrastructure;
- Service level requirements e.g. response times, asset management, and maintenance obligations;
- Funding of public lighting; and
- General background advice based on experience of providing public lighting – e.g. solar lighting or use of new technologies such as motion sensors.

This will improve decision making around operational, maintenance and asset management of public lighting assets so that Council is better able to meet customer service expectations.

#### 3.3 Operation and Strategic Issues

##### 3.3.1 Results of *Your Kingston Your Say* Feedback

The *Your Kingston Your Say* survey had 184 visits to the survey page, 69 downloads of the Policy and 24 responses. The feedback showed 13 respondents supported the Policy. 11 respondents were unsure - probably because of the technical content of draft Public Lighting Policy and requests for more detail. Nobody indicated opposition to the Policy.

The community feedback has been reproduced in Appendix 2 together with a summary of the comments, whether the comment related to the Policy or more general operational comments on lighting, and the Council Officer response. Broadly, this feedback sought additions or clarification of the Policy, such as more detail about environmental or safety considerations, or expressed specific operational concerns such as improved lighting at a location.

3.3.2 Summary of changes to the draft Public Lighting Policy following community consultation

The following changes have been made to the Policy in response to community feedback:

- The general section has been expanded to consider safety in more detail to include environmental design issues (such as having lots of people around, concealment, blocked escape routes, and casual surveillance) and consultation with the Victorian Police. It also includes information about responsibility for lighting on the Department of Transport's arterial road network.
- The commitment to the sustainability section has been expanded to consider use of LED and solar lighting within the whole life cost of public lighting; light spill and glare control; combining lighting on a single pole to reduce street clutter; impacts of lighting on wildlife; use of lighting technology such as dimmers and timers so that appropriate lighting levels are provided; lowering energy consumption and greenhouse gases; and procurement of renewable energy.
- Street lighting in residential areas section has been expanded to include specific guidance to developers about the use of standard light fittings in new estates linked to the Council's unmetered electricity supply. It also refers to replacing decorative fittings in existing residential estates with standard fittings when maintenance is required by Council.
- A section on lighting in laneways has been added to the Policy.
- The section on public lighting in parks, reserves and foreshore areas has been expanded to include commentary on the use of lighting at active sports facilities for passive night-time use at other times.

3.3.3 Summary of changes to the draft Public Lighting Policy following internal stakeholder feedback

The following changes have been made to the Policy in response to internal stakeholder feedback:

- The purpose section includes a reference to assisting pedestrians to orientate themselves.
- The definitions section has been expanded to include definitions of approved non-standard fittings, category V and category P lighting, colour temperature, luminaire, metered supply, public lightings, retailer, road/street, and unmetered supply. Other definitions have been expanded to provide more information.
- The scope section has been amended to removed references to schools and safety zones which were not commented on in the draft.
- The commitment to the sustainability section includes commentary on cost associated with fitting shields to control light spill, and alternative options to shields. The use of reliable and durable assets to support effective maintenance and responsible decommissioning assets has also been added.
- The street lighting in commercial and industrial areas, and activity centres includes commentary about considering overall street and property lighting levels in these areas when upgrading the public lighting.
- Public lighting in parks, reserves and foreshore areas has been expanded to include a list of considerations in assessing lighting in these areas and use of innovative lighting technology such as dimmers and timers. A paragraph as also been added about to lighting standards at sports grounds.

- External lighting of public buildings and car parks has been expanded to include considerations in using external lighting on public buildings or in Council car parks.
- The delegations and authorisation section has been updated to refer to the Local Government Act 2020.
- The legislation section has been updated to refer to the Local Government Act 2020.
- The internal document section has been updated to reflect current City of Kingston documents.
- The resources documents have been updated to reflect current resources and external documents.
- A section has been added about transition arrangements for fitting standard lighting in new estates.

#### **4. Conclusion**

Council officers have sought community feedback on the draft Public Lighting Policy. This review of the Policy has taken a Customer First approach to public lighting, with an aim to ensure the Policy is easier to understand and better aligns with the expectations of residents. Officers are seeking Council to note the community feedback and adopt the Public Lighting Policy (Appendix 3).

##### **4.1 Environmental Implications**

This Public Lighting Policy supports Council's target to reduce Council's corporate emissions and achieve net zero by 2025 as set out in the draft Climate and Ecological Response Plan. Street and public lighting is the single largest consumer of electricity for Council incurring significant social, environmental and economic costs. Misdirected, excessive or obtrusive artificial light pollution not only wastes energy but can disrupt wildlife ecosystems, adversely affect human health, and reduce enjoyment of the night sky through artificial sky glow.

The principle of the Policy is to provide public lighting where there is a requirement for public amenity and safety, and to use energy efficient lighting and renewable energy. Since 1 January 2021, Council has procured renewable energy for unmetered street lighting. Given that unmetered street lighting represented over 25% of Kingston's Greenhouse Gas (GHG) emissions in 2019/20, this represents a significant reduction in GHG emissions.

##### **4.2 Social Implications**

Public lighting is primarily provided to ensure safe movement of vehicles and pedestrians at night and to assist pedestrians with wayfinding. Council's Family Violence Action Plan 2019-2021 seeks to understand gender differences in perception of safety and respond appropriately to public requests for enhancement to community safety strategies and infrastructure (e.g. street lighting). Officers have been mindful of these concerns in the general section of the Policy.


##### **4.3 Resource Implications**

Public lighting is the greatest single user of electricity in Council's budget. The principle of the Policy is to provide public lighting where there is a requirement for public amenity and safety and to use energy efficient lighting.


#### 4.4 Legal / Risk Implications

The Public Lighting Policy does not create any significant risks for Council. There are risks in the current approach to funding and maintaining of new and existing public lighting assets which will be addressed by the Public Lighting Guidelines. The Guidelines will provide guidance for staff on internal ownership, asset management, and maintenance obligations for public lighting. The Guidelines will be developed with reference to the adopted Public Lighting Policy.

#### Appendices

Appendix 1 - Draft Public Lighting Policy - 2019 Consultation Version (Ref 21/99319) 



Appendix 2 - Public Lighting Policy - Community Consultation Comments (Ref 21/68565)  [↓](#)

Appendix 3 - Public Lighting Policy (Ref 21/113156)  [↓](#)

Author/s: Alex Reid, Traffic and Transport Engineer  
Reviewed and Approved By: Charles Turner, Manager, Infrastructure  
Samantha Krull, General Manager City Assets & Environment

# 10.1

## PUBLIC LIGHTING POLICY

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# Public Lighting Policy

## Consultation Version



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### 1 Document Control

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RESPONSIBLE GENERAL MANAGER	General Manager City Assets and Environment
POLICY OWNER	Manager Traffic and Transport
APPROVED/ADOPTED BY	*Choose approver* on Select date
SIGNATURE	Signature space
REVIEW DATE	31/12/2022
CM REF AND VERSION	19/86364
VERSION HISTORY	This Policy Replaces Version Enter number

# Consultation Version

## 2 Purpose

The Kingston Street and Public Place Lighting Policy provides guidelines and principles for the provision of street and public place lighting to ensure safe movement of vehicular and pedestrian movement and to discourage illegal and antisocial activity.

The Kingston Public Lighting Policy provides direction on the design approach for the installation of new or replacement public lighting and the procedures that Council will follow in order to manage the provision of Public Lighting.

## 3 Scope

The Street and Public Place Lighting Policy provides direction for lighting needs in commercial, residential, industrial areas as well as car parks, parks and reserves. The policy addresses the public lighting requirements of the following areas within the municipality:

- Residential zones;
- Commercial zones including major and minor activity centres;
- Foreshore zones;
- Parks, foreshores and passive recreational areas;
- School and safety zones;
- External lighting of public buildings;
- Industrial zones; and
- Narrow roads and laneways.
- Sporting Facilities

## 4 Policy Details

### 4.1 General

This policy is intended to provide guidance and instruction as to what standard of street lighting will be provided within the City of Kingston and where street lighting will be placed and the process to be considered by Council in determining the provision of new lights. In providing public lighting Council will prioritise public safety, especially for women,

All street and public place lighting will be in accordance with the lighting categories contained in AS/NZS 1158.1.3: 1997 – Road Lighting Standards. These categories are:

Council will be responsible for the cost of street and public lighting, electricity consumption and for the replacement of lamps and other luminaire parts as required in the form of an annual tariff as calculated by the distributor.

The cost of public place lighting managed and controlled by the City of Kingston is at the cost of the Council.

## Consultation Version

### 4.2 Commitment to sustainability

Street and public lighting is the single largest electricity consumer for Council and thus a significant contributor toward Council's overall greenhouse gas emissions. Thus the whole-of-life costs for public lighting. This includes: ongoing maintenance costs, operational costs, asset life, cost of emissions, and the benefit of choosing the most energy efficient lighting available when planning new lighting, upgrades or replacements

### 4.3 Street Lighting - Local Residential Street

Street lighting shall conform generally to AS/NZS 1158 and in accordance with the spacing recommended in the United Energy Distribution Technical Standard.

In residential areas that front arterial, sub arterial or principal roads that correspond with AS/NZS Road Lighting Categories V3, V4 and V5, or equivalent luminaire lanterns will be used.

### 4.4 Street Lighting – Commercial, Industrial Zones including Activity Centres.

Council will ensure the provision of consistent illumination to minimise poorly lit areas with focus on safety of vehicular and pedestrian movement.

Activity centres that include retail development, place gathering and civic centres, nonstandard public lighting that provides opportunity for underground cabling may be considered. The preferred option is for approved non-standard lighting on the distributor's network as distinct from separate metered supply.

Private industrial properties will be encouraged to install their own security lighting as Council does not provide private security lighting.

### 4.5 Public Lighting – Parks and Foreshore Zones

Lighting of parks and foreshore areas will only be considered where the area is used for passive night time recreation and/or when public safety is a significant issue. In these cases it will only be the paths within the reserve that will be lit, not the whole park.

Public lighting in these areas may include security lighting on electricity supply poles if considered necessary.

### 4.6 Feature lighting

It is recognised that non-standard 'feature lighting' can significantly enhance the amenity of public places and highlight prominent features.

Consideration of feature lighting for bridges, urban markers, public art, public places, war memorials etc will be considered on a project-by-project basis, with priority given to higher profile sites.

It is a Federal Government requirement that the Australian Flag be lit if it is flown at night.

### 4.7 External Lighting – Public Buildings

Public lighting in these areas may include security lighting on electricity supply poles if considered necessary.

Approved non-standard public lighting for car parks in commercial areas of special heritage significance may be considered. Approved non-standard equipment that can be installed on the electricity company system will be the preferred option.

# Consultation Version

## 5 Delegation Authority and Decision Guidelines

Council officers will make decisions on the installation of public lighting with reference to the Scope and Policy Details listed in sections 3 and 4 of this Policy, along with any obligations under various legislation listed below.

### 5.1 Delegations/Authorisations

Delegations under the Local Government Act 1989 and Road Management Act 2004 apply to this Policy.

### 5.2 Exemptions

There are no exemptions to this Policy except where provided under the Road Management Act 2004.

### 5.3 Human Rights Charter

This policy has been reviewed against and complies with the Charter of Human Rights and Responsibilities Act 2006.

## 6 Related Documents and Resources

### Legislation / External Document

This policy refers to the following State legislation and standards –

- Local Government Act 1989
- Road Management Act 2004
- Public Lighting Code (Essential Services Commission)

### Internal Document

- Council Plan
- Family Violence Action Plan
- Climate Change Strategy

### Resources

- Australian/New Zealand Standard AS/NZS 1158.: 2005 - Road Lighting Standards
- Department Industry, Innovation and Science Smart City and Suburb Guidelines.
- Protocols for the appropriate use and flying of the flag:  
<https://www.pmc.gov.au/resource-centre/government/australian-flags-booklet-part-two>

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### 7 Definitions

Non-standard Lighting	Non-standard fitting that complies with the distributor's public lighting technical standards and can be placed on the nonmetered distributor's network.
Non-standard Fitting	A fitting other than a standard fitting and is on a metered supply
Standard Lighting	Lamp, luminaire, mounting bracket, public lighting pole, supply cable or control equipment normally used by or acceptable to a distributor. Standard lighting is normally on a non-metered supply and the assets owned by the distributor and therefore subject to the Public Lighting Code.
Distributor	Supplier which holds a distribution license under the <i>Electricity Industry Act 2000</i> for the distribution and supply of electricity
Public Place'	<ol style="list-style-type: none"> <li>1. any bridge, footpath, court, laneway, pathway or thoroughfare open to or used by the public; or</li> <li>2. any park, reserve or other place of public recreation or</li> <li>3. any open place to which the public has or is permitted to have access</li> </ol>

...

Public Lighting Policy Feedback	Summary	Related to Policy or Operational	Response
<p>Could the lighting be driven by green electricity? Should it be policy to use the lighting with lowest energy consumption/greenhouse gas emissions. In areas lit for long stretches. Could solar be mandatory and built into new builds in high density areas?</p>	<p>Could lighting be energy efficient and sustainable.</p>	<p>Policy</p>	<p>The commitment to sustainability section of the Policy sets out the Council's commitment to sustainability including reducing energy consumption and green house emissions, and procurement of electricity for street lighting from a renewable energy source. The section has been expanded to consider use of solar lighting within the whole life cost of public lighting. Generally solar lighting is not currently considered viable for street lighting, due to high capital costs and high maintenance costs of cleaning panels and replacing batteries. However, this is continually being reviewed. Where the cost to install grid-connected electricity is high, solar may be considered.</p>
<p>The rear playground of Kingston Heath Primary School is very dark and often used as a night-time social gathering place. It's not uncommon to see empty alcohol bottles etc. scattered throughout the playground. The new wooden fencing on the western boundary's already been tagged. Solar lights on the southern boundary fence would be appreciated if lighting cannot be extended beyond █ Durban Ct.</p>	<p>Could lighting in Oakmont Crescent Reserve be improved.</p>	<p>Operational</p>	<p>Council's Traffic and Transport Team is undertaking a review of public street lighting in Durban Court and Oakmont Crescent as part of a wider study into fitting LED lighting onto existing non-standard poles and is due to be completed in 2021/2022 financial year.</p>
<p>We had an issue with new lighting outside our house being too bright – shining directly into bedroom windows and had to have a shield installed, please keep this in mind when installing residential street lighting.</p>	<p>Please consider light pollution in the Policy.</p>	<p>Policy</p>	<p>The section on Commitment to Sustainability has been expanded to consider light spill control and, the adverse impacts to residents and surrounding ecosystems.</p>
<p>Public lighting in the beach front carpark opposite Antibes Street Parkdale is attracting late night and unwanted car/motorbike racing, possible drug deals and provides additional light pollution. Lights should be turned off at 10pm.</p>	<p>Lighting in the beach car park in Antibes St attracts unwanted activity and light pollution and should be turned off after 10pm.</p>	<p>Policy  Operational</p>	<p>While lighting can increase the perception of safety, it can have the opposite effect and attract unwanted activity. The general section of the Policy has been expanded to consider lighting as one of a suite of techniques to improve safety, whilst considering broader environmental design issues. The commitment to sustainability section includes consideration of lighting technology (such as timers) in the provision of lighting.</p> <p>Infrastructure asset management team comment that the lights in Antibes Street car park illuminate both the car park and the Promenade Path close to the beach. Community Wellbeing Team advise residents to report specific crime or anti-social behaviours to the Police.</p>
<p>Dual purpose lighting such as around sporting and community parkland should be the priority.</p>	<p>Prioritise dual purpose lighting</p>	<p>Policy</p>	<p>The updated commitment to sustainability section of the Policy refers to innovative lighting technologies integrated on a single pole or luminaire. Lighting poles that combine lighting (or other technologies) onto a single pole can help to reduce street clutter and assist in developing smarter cities. However, opportunities for installing these depend largely on distributor standards, regulations, cost and the specific distribution of lighting required. Public place lighting in parks, reserves and foreshore areas of the Policy includes commentary the on use of active sports facilities lighting for passive night time use at other times.</p>

Public Lighting Policy Feedback	Summary	Related to Policy or Operational	Response
There is a growing trend to smart lighting in public areas. Generally these are energy efficient LED's that can be controlled remotely. There are the obvious benefits of energy savings plus also more reliability and less maintenance. So for example in the middle of the night, the lights can be dimmed without any significant loss in visibility but greater energy efficiency and less light pollution. They can also count traffic, measure speeds, act as Wi-Fi routers etc.	Consider 'smart lighting' in the Policy.	Policy	The updated commitment to sustainability section of the Policy refers to innovative lighting technologies on a single pole or luminaire. Lighting poles that combine lighting (or other technologies) onto a single pole can help to reduce street clutter and assist in developing smarter cities. However, opportunities for installing these depend largely on distributor standards, regulations, cost and the specific distribution of lighting required, and may be suited to more public spaces.
Review of Milan St Mentone lighting is needed as whole street lighting is very poor and roundabouts poorly lit.	Review lighting in Milan St - Mentone	Operational	Traffic and Transport has investigated lighting levels on Milan St between Latona St and Kelso Street where there are longer gaps in between lights and additional lighting will be installed at this location.
I think lighting should be added to popular running/cycling trails for the winter months. Trails like the Longbeach trail, Patterson river, Waterways, Braeside park, and the coastal gravel trail. During the winter months most people are forced to stay on the hard surfaces where there are street lights and can't use the preferable gravel trails.	Improve lighting on popular shared use paths on trails.	Policy	The section on public lighting in parks, reserves and foreshore areas has been updated refer to strategic lighting on footpaths and cycle paths in in these areas. Lighting on specific shared use paths will be investigated in the updated Walking and Cycling Strategy. It should be noted that some section of route such as the Longbeach Trail, Patterson River, and Braeside Park are owned by the Crown, or Melbourne Water rather than Council. The disruption to wildlife ecosystems through light pollution also needs to be considered in these areas, and a note to this effect has been included in the commitment to sustainability section.
The intent seems appropriate, including reference to more efficient lighting technologies to reduce energy footprint and money. Should the policy address retrofit/replacement of old-tech infrastructure? The policy seems very open ended for non-residential area public-lighting, emphasis on bespoke options seems to risk money for unqualified outcome. Are there industry norms/standards that may be referenced? For residential areas Sect. 4.3 Street Lighting Local Residential Street. Street lighting shall conform generally to AS/NZS 1158 and in accordance with the spacing recommended in the United Energy Distribution Technical Standard. In residential areas that front arterial, sub arterial or principal roads that correspond with AS/NZS Road Lighting Categories V3, V4 and V5, or equivalent luminaire lanterns will be used. Please summarize what those Standards describe..... I am very dissatisfied with the (dismal) lighting in my home-street. Does it fulfil the standard expectation? If yes the standard seems inadequate, if no refer to my comment regarding replacing old-tech.	<p>Can the policy address replacing old infrastructure and use of non-standard lighting.</p> <p>Can the Policy summarise the meaning of the Categories of lighting set out in the Standards.</p>	Policy	<p>The commitment to sustainability section of the Policy sets out the Council's commitment to sustainability including lowering energy consumption and green house emissions and use of LED's. The street lighting in residential areas section now covers use and replacement of decorative non-standard poles and luminaires. Use of approved non-standard lights elsewhere is commented on in the Policy for in activity centres, feature lighting, and public buildings.</p> <p>AS/NZS 1158 is a series of documents that sets out standards for lighting in detail for different categories of road, paths, pedestrian areas, and crossings. The standards are based on selection criteria such as type of road (arterial, local etc), land uses, traffic flow levels, pedestrian and cycle activity, risk of crime and need to enhance prestige. The calculation of is complex and difficult to summarise in a public report. In local residential streets, the standards accord with spacing recommended by United Energy and this document has now been referenced in the resources section of the Policy. Council's provision of lighting largely accords to spacing recommended by the standards and United Energy.</p>
Well, it doesn't offer much. Hardly seems worth developing it in my opinion. What would interest me is some kind of statement about which narrow alleys and laneways would qualify for lighting: for years there was no lighting for the lane between Stanley Ave and Charman Rd, not until my husband took it up with council because it was a route commonly used after dark by people coming home from work on the train. If he hadn't made a fuss it would probably still be unlit, and there are other places like that throughout the municipality. Also, some kind of darty about switching to solar powered lighting would be a good idea.	Can the Policy include something about lighting in laneways and solar powered lighting.	Policy	<p>A section on laneways has been added to the Policy.</p> <p>The commitment to sustainability section has been expanded to consider use of solar lighting within the whole life cost of public lighting. Generally solar lighting is not considered viable for public street lighting, due to high capital costs and high maintenance costs of cleaning panels and replacing batteries. However, where the cost to install grid-connected electricity is high, solar (or other localised renewable energy) may be considered.</p>

Public Lighting Policy Feedback	Summary	Related to Policy or Operational	Response
<p>The draft policy contains very little detail. I would like to say that allowing non standard light fittings in new estates has caused a lot of ongoing problems. The standard lights used by the distributors are usually the most effective lights and easiest to maintain or replace if needed. If trying to be environmentally friendly then lights should only be replaced as they fail rather than bulk changing which puts good lights into landfill.</p>	<p>Use of non-standard lighting in new and existing estates creates on-going maintenance problems.</p>	<p>Policy</p>	<p>The section of street lighting in residential areas has been amended to address concerns about the use of decorative non-standard lighting in new estates and maintenance in existing estates.</p>
<p>The only thing I'm very concerned about is not having sufficient lighting in parks. As a woman and dog owner, I'd like to be able to walk through the park when it's dark and feel safe. At the moment, I don't walk my dog through the park at night because I sometimes see small groups of people in the dark, or I sometimes see just one person by themselves in the dark. This makes me feel unsafe in my own neighbourhood. If the park had sufficient lighting (not just on the paths), this would greatly improve my sense of safety. It means I won't have to ask my older father to walk my dog with me at night to feel safe, and it will improve my overall anxiety. I am definitely not the only woman who feels this way. Have a read of this study by Boomsma and Steg about Feeling Safe in the Dark Examining the Effect of Entrapment Lighting Levels and Gender on Feelings of Safety and Lighting Policy Acceptability. There's also this study by Rahm, Sternudd and Johansson: In the evening I don't walk in the park. The interplay between street lighting and greenery in perceived. The last article I'll quote is by Clifton and Livi: Research on women's issues in transportation. These studies show that women are more likely to avoid places that have low lighting than men due to a decreased feeling of safety. As women, we have to be able to walk at night feeling safe in our own neighbourhoods. Personally, I should be able to take my dog to the park when it's dark - especially during winter when I get home after dark. I implore you to please improve public lighting in parks, and not just light the footpath. It doesn't need to be lit up like a stadium so it negatively impacts homes nearby, but even having lights here and there off the path would greatly improve my sense of safety and wellbeing.</p>	<p>Concern for safety of women in parks due to insufficient lighting, wants more than lighting footpaths.</p>	<p>Policy</p>	<p>Gender is an important factor in how people perceive safety, with women generally feeling less safe in the same lighting situation compared with men. The perception of safety is also influenced by other factors such as the presence of escape routes, hidden places, having lots of people around and casual surveillance. Enhancing feelings of safety through street design can therefore mediate acceptability of lighting levels. While increased street lighting has potential to increase perceived safety, this comes with economic and environmental costs. The commitment to sustainability section include commentary on lighting as a significant contributor to greenhouse emissions, disruption to wildlife ecosystems and other adverse effects of artificial light pollution. The updated general section of the Policy recognises that lighting is one of a suite of techniques used to improve safety, and that Council needs to consider broader environmental design issues before lighting changes are made to improve safety. Where lighting is considered necessary, the Policy prioritises public safety for women, children and the elderly. Where required, lighting in parks will focus on footpaths and cycle paths. Innovative technologies such as dimmers, timers, motion sensors and colour temperatures can be explored so that appropriate lighting levels are available only when needed.</p>
<p>LED-based street lights offer better vision and cheaper running costs than sodium-based orange lights. It would be very beneficial if non-sodium-based lights are adopted from now on, and for this to be incorporated into the standard that is used for Kingston would have safety benefits and save energy. This would be much safer and cost effective particularly for highways such as Nepean Highway.</p>	<p>Please provide LED lighting.</p>	<p>Policy</p>	<p>The commitment to sustainability section now refers to use of energy efficient, LED lighting. Council has converted much its 80w Mercury Vapour on standard street lighting to LED. Council is undertaking a study investigating converting non-standards decorative lighting to LED. For the arterial road network, such as the Nepean Highway, the Policy now clarifies that lighting is under the direct control of the Department of Transport (DOT).</p>



Public Lighting Policy Feedback	Summary	Related to Policy or Operational	Response
Lights need to be solar-battery powered, low power (such as LED), and triggered based on movement.	Provide more low energy, solar or LED lighting with motion detectors.	Policy	The commitment to sustainability section of the Policy including lowering energy consumption and green house emissions, and use of energy efficient, LED and solar lighting. The section has been expanded to consider use of LED and solar lighting within the whole life cost of public lighting. Generally solar lighting is not considered viable for public street lighting, due to high capital costs and high maintenance costs of cleaning panels and replacing batteries. However, where the cost to install grid-connected electricity is high, solar (or other localised renewable energy) may be considered. The section also considers use of approved innovative technology such as motion sensors
I would like to see something in the policy about advocacy to VicRoads (DOT) and elsewhere on sustainable lighting where Council doesn't have direct control/responsibility.	Advocate to DOT for sustainable lighting.	Policy	Council will develop an advocacy policy over the next few years and advocating for sustainable lighting on the VicRoads/DOT arterial network will be considered in that document.
Its unclear what changes is proposed by this policy, the referenced Australian standard is not attached for information. Will there be an increase or decrease in the general lighting requirements for the different areas?	Will the Policy change the lighting levels in the municipality.	Policy	The general section of the Policy states that all street and public lighting will be provided with the lighting categories contained in Australian /New Zealand Standard 1158 Series. The standards were last updated in 2010 so the standards will not change the general lighting requirements in the municipality.
I was hoping to see some examples of proposed lighting for Kingston's public spaces. For example, the road/rail bridge at Moorabbin could have LED strip handrails for illuminating the footpath, and add a subtle accent feature to the bridge, somewhat like the innovative back-lit Town Hall Clocktower. Street lighting could be made lower to avoid creating glare for vehicles or disturbing wildlife, but focus light on pedestrian/bicycle crossings and paths.	The Policy could refer to feature lighting, light pollution and shared bicycle and pedestrian paths.	Policy	The feature lighting section covers use of non-standard lighting to enhance amenity of public space. The exact design at a specific location will subject of the design objectives for each area. The commitment to sustainability section now includes information about glare and spill control. Levels of street lighting and lighting at pedestrian crossings is determined by Australian /New Zealand Standard 1158 Series.
Why doesn't the draft paper have a link to what AS/NZS 1158 entails? Have tried searching for guidelines on United energy and nothing comes up. Why ask people to comment when the information is withheld from them. 4.3 Street Lighting - Local Residential Street lighting shall conform generally to AS/NZS 1158 and in accordance with the spacing recommended in the United Energy Distribution Technical Standard.	Could the Policy link provide a link to AS/NZS 1158.	Policy	Australian /New Zealand Standard 1158 Series is published by Standards Australia and has a copyright prohibiting reproduction or copying. The reference to United Energy Distribution Technical Standards has been removed. Updated references to United Energy in the resources / external document section of the Policy as are United Energy notices and bulletins provided to Council. United Energy do not publish these documents on their website.



# Public lighting Policy

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## 1 Document Information

The electronic version of this document is the controlled version. Printed copies are considered uncontrolled. Before using a printed copy, verify that it is the current version.

RESPONSIBLE GENERAL MANAGER	General Manager City Assets and Environment
RESPONSIBLE MANAGER (Policy Owner)	Manager Infrastructure
<b>APPROVED/ADOPTED BY</b>	Council
SIGNATURE	
APPROVAL DATE	Select date
EFFECTIVE DATE (If different from approval date)	Select date
REVIEW DATE	
CM REF AND VERSION	Enter CM Ref
VERSION HISTORY	First Policy

## 2 Purpose

The purpose of this Public Lighting Policy is to set out the general principles used by the City of Kingston to:

- provide street and public place lighting in the municipality to ensure safe movement of vehicles and pedestrians at night;
- assist pedestrians to orientate themselves;
- discourage illegal and anti-social activity;
- design new or replacement public lighting; and
- manage the provision of existing public lighting.

When Council receives a request (or identifies a need) for public lighting improvements this will be investigated and assessed against the general principles of this Policy.

## 3 Definitions

<b>Approved non-standard fitting</b>	A non-standard fitting approved by the Distributors for use on the unmetered supply but is not a standard fitting. Approved non-standard fittings are also called 'decorative fittings'. Council is responsible for the supply, provision, delivery, and replacement costs of all approved non-standard fittings on its public lighting. Though the initial installation is generally provided by a developer.
<b>Category V lighting</b>	Lighting that is applicable to roads on which the visual requirements of motorists are dominant e.g. traffic routes.
<b>Category P Lighting</b>	Lighting that is applicable to roads and other outdoor public spaces on which the visual requirements of pedestrians are dominant e.g. local roads, outdoor shopping precincts, and outdoor car parks.
<b>Colour Temperature</b>	Colour temperature is a characteristic of visible light and is measured in Kelvins. Colour temperature over 5000k are called 'cool' colours (bluish), while lower temperatures (2700-3000k) are called warm (yellowish). Blue colour temperature can impact on human health such as sleep. Colour temperature also has ecological consequences on the nocturnal patterns of wildlife.
<b>Distributor</b>	Supplier that holds a distribution licence under the Electricity Industry Act 2000 (VIC) for the distribution and supply of electricity. They are responsible for the safe connection of electricity, installation, operation, maintenance and replacement of Distributor operated lighting on the unmetered supply.
<b>Luminaire</b>	An apparatus that distributes the light from the lamps.
<b>Metered supply</b>	The power supply to lighting is metered to quantify energy consumption. Public lighting assets on metered supply are owned and maintained by Council.
<b>Non-standard Fitting</b>	A fitting other than a standard fitting. It is normally on a metered supply.
<b>Public Lighting</b>	Public lighting means external lighting located in a road reserve or on other public land.

<b>Public Place</b>	<ol style="list-style-type: none"> <li>1. any bridge, footpath, court, laneway, pathway or thoroughfare open to or used by the public; or</li> <li>2. any park, reserve or other place of public recreation; or</li> <li>3. any open place to which the public has or is permitted to have access.</li> </ol>
<b>Retailer</b>	Electricity retailers are responsible for billing electrical usage. Councils can choose the electricity retailer they use, subject to procurement requirements.
<b>Road/Street</b>	A road is a right of way between boundaries of adjoining property.
<b>Standard Fitting</b>	Standard fitting means a lamp, luminaire, mounting bracket, public lighting pole, supply cable or control equipment normally used by or approved by the Distributor. It is normally on an unmetered supply and the assets owned by the Distributor and therefore subject to the Public Lighting Code. The Distributor maintain and replace the stock of all approved standard fittings.
<b>Unmetered Supply</b>	An unmetered supply is a supply of electricity to an item of equipment that is connected to the Distribution network without a meter - examples include street lights. Unmetered supply is often also referred to a VESI public lighting scheme.

#### 4 Scope

The Public Lighting Policy addresses public lighting requirements for street and public places in the following areas in the City of Kingston:

- street lighting in residential area;
- street lighting in commercial areas; industrial areas, and activity centres;
- street lighting in laneways;
- public place lighting in parks, reserves, and foreshores;
- public place feature lighting;
- external public place lighting of public buildings and Council car parks.

#### 5 Policy Details

##### 5.1 General

This Policy sets out the principles Council uses to determine:

- the standard of public lighting to be provided within the City of Kingston;
- where public lighting will be placed;
- when public lighting will be used; and
- when new lights will be provided.

All street and public place lighting will be provided in accordance with the lighting categories contained in Australian/ New Zealand Standard 1158 series – Lighting for roads and public spaces.

On the arterial road network, lighting is under the direct control of the Department of Transport (DOT) though Council contributes 40% of the tariff cost under a formal agreement.

For roads which the Council is the road authority, Council is responsible for the cost of street lighting, for the electricity consumed, and for the replacement of lamps and other luminaire parts (as required) in the form of an annual tariff calculated by the Distributor for unmetered electricity supply.

The cost of other public place lighting managed and controlled by the City of Kingston is at the cost of the Council.

Lighting is one of a suite of techniques used to improve safety, however, it may not always be the most appropriate solution. Council will therefore consider broader environmental design issues (such as having lots of people around, concealment, blocked escape routes and casual surveillance) before lighting changes are made to improve safety. Victoria Police may be consulted about the effectiveness of lighting in deterring or attracting illegal or anti-social activity at a specific location. Where lighting is considered necessary, Council will prioritise public safety for women, children, the elderly and people with a disability.

Public lighting is not provided for the security of private properties. It is not the role of Council to improve the level of safety within private properties through the provision of additional street lighting.

## **5.2 Commitment to sustainability**

This Public Lighting Policy supports Council's target to reduce Council's corporate emissions and achieve net zero by 2025 as set out in the draft Climate and Ecological Response Plan. Street and public lighting is the single largest consumer of electricity for Council. Street lighting is also the largest Greenhouse Gas (GHG) emitter for Council - in 2019/2020, approximately 25% of Council's GHG were attributed to street lighting, incurring significant social, environmental and economic costs.

Misdirected, excessive or obtrusive artificial light pollution not only wastes energy but can disrupt wildlife ecosystems, adversely affect human health, and reduce enjoyment of the night sky through artificial sky glow.

When managing existing lighting or planning new lighting, upgrades or replacements, Council will therefore consider:

- Australian Standards;
- The whole-of-life costs for public lighting (such as cost of installation, ongoing maintenance costs, operational costs, and asset life);
- minimising GHG emissions and other negative environmental impacts;
- reduce energy consumption for lighting through use of energy efficient, light emitting diode (LED) or solar lighting;
- purchase of energy for public lighting sourced from renewables and off-setting GHG attributable to lighting;
- avoiding energy waste from unnecessary light usage by reducing light pollution (spill), by changing the distribution of light, or through the strategic placement of lights;
- use of approved innovative lighting technology such as dimmers, timers, motion sensors, colour temperatures that can be controlled remotely so that appropriate lighting levels are available only when needed and integrated onto a single pole or luminaire to reduce street clutter;

- use of reliable and durable assets to support effective maintenance and asset longevity; and
- responsible waste management of decommissioned assets, including reuse and recycling where appropriate.

Council incurs significant replacement and maintenance cost in changing the luminaires to include a shield to control light spill or glare. Council will therefore adjust the distribution of light to reduce spill or glare through changing the mounting height or brackets, before replacing the luminaire to include a shield.

### **5.3 Street lighting in residential areas**

In residential areas that front arterial, sub-arterial or principal roads, Australian Standards 1158 require Category V (vehicle traffic) lighting levels corresponding to operating characteristics set out in the Standards.

In local residential streets and collector roads, Australian Standards 1158 require lighting levels conform to Category P (pedestrian area) lighting. The distributor United Energy (UE) also specify spacing and mounting heights for new LED street lights compatible with Australian Category P lighting on minor roads. Additional lighting may also be required for local area traffic management devices, such as speed humps.

Developers are responsible for cost of designing and installing street lighting in new estates. Where the new street lights are to be connected to Council's unmetered power supply, the Distributor requires the installation of standard fittings or approved non-standard fittings, which must comply with all the Distributor's design and construction standards. Non-standard fittings on the unmetered supply (also referred to as decorative fittings) cannot be easily converted to the latest technology and Council can incur significant costs for replacing and maintaining the luminaires and poles. Council, therefore, will not support the installation of decorative fittings in new residential estate that will (or are expected to be) transferred by developers to the Council's unmetered supply i.e. only standard fittings approved by the Distributor should be used by developers of new estates planning to use Council's unmetered power supply. Where roads will be vested to Council, the street lighting levels in new estates should comply to Australian Standards 1158 series and (for LED's) in accordance with the spacing and mounting heights recommended by UE.

Council will replace existing non-standard decorative fittings with standard fittings in existing estates if they operate under the unmetered supply and need to be replaced by Council. Approved non-standard luminaires that require replacement, when the light pole still serviceable, will be replaced with a standard luminaire approved by the Distributor.

### **5.4 Street lighting in commercial, industrial areas and activity centres.**

Council will ensure the provision of consistent illumination as prescribed by Australian Standards in these areas at night. An above standard lighting level may be appropriate where high night time pedestrian activity is anticipated.

In activity centres that include retail development, place gathering and civic centres, the preferred option is for approved non-standard fittings on the Distributor's network as distinct from separate metered supply. Non-standard fittings that provides opportunity for underground cabling may be considered.

Private properties will be encouraged to install their own security lighting as Council does not provide private security lighting.

Lighting levels in these areas is often a combination of Council's standard provision for street lighting and supplementary lighting from adjoining properties. Consequently, the overall lighting levels in these areas is often higher than street lighting levels required by Australian Standards. Council will therefore consider the overall lighting levels in these areas before upgrading the public lighting.

### **5.5 Street lighting in laneways**

Laneways are often narrow trafficable roads where space is constrained, and residential housing nearby. Consequently, opportunities for lighting will be limited and light spill could be an issue. Street lighting will therefore generally be provided at each end or near the end of a laneway. Council will not illuminate the laneways itself unless special circumstances warrant additional lighting in the lane – such as high pedestrian or bicycle activity at night and where it is practical to do so. Where provided, Council recommends Category P3 lighting be adopted in laneways due to the more enclosed environment and slightly higher risk of crime than in a typical residential street.

### **5.6 Public place lighting in parks, reserves and foreshore areas.**

Council will weigh up the following factors when assessing lighting in parks, reserves and foreshore.

- the health benefits of night time use of these areas;
- safety considerations - where public safety is a significant issue;
- high passive night time use (such as dog walking) or potential use;
- Australian Standards of lighting;
- the whole-of-life costs of providing lighting (such as installation, ongoing maintenance costs, operational costs) and asset life;
- access to an affordable power supply;
- impacts on wild life.

Where lighting is considered appropriate, roads, footpaths and cycle paths will typically be lit, rather than the whole park, reserve, foreshore, or other areas set aside to protect nature. Use of innovative lighting technology (such as dimmers, timers, motion sensors, colour temperatures, as well as solar lighting) will be considered so that appropriate lighting levels are provided.

If considered necessary, public lighting in these areas may include security lighting on electricity supply poles.

Residential amenity will be considered in designing the lighting.

Council sports ground lighting installed in open space set aside for formal active outdoor sports at night will be illuminated in accordance with the range of standards set out in Australian Standard 2560 series, Council requirements and the relevant sporting body. The designs will also comply with requirements of AS/NZS 4282 to control obtrusive effects of outdoor lighting. Where appropriate, the infrastructure used for lighting the active sports facility may also be used at other times for passive night time use of these sports areas.

### **5.7 Public place feature lighting**

Non-standard 'feature' lighting can significantly enhance the amenity of public places and highlight prominent features. Feature lighting for bridges, urban markers, public art, public places, war memorials etc. will be considered on a project-by-project basis, with priority given to higher profile sites.

It is a Federal Government requirement that the Australian Flag be illuminated if it is flown at night.

### **5.8 External public place lighting of public buildings and Council car parks**

Skilful use of external lighting is an important consideration in the design of public buildings that can enhance architectural details at night. However, excessive lighting can have unfavourable outcomes. When providing external lighting on public buildings Council will therefore consider lighting that accentuates key architectural features, supplement sources of light in public spaces, and uses appropriate colour and intensity. Council will also seek to avoid excessive illumination, glare and spill, and the indiscriminate use of floodlighting. Council will also take responsible approach to energy consumption and environmental issues for example through use of timers or dimmers. External building lighting is generally metered lighting and the responsibility of the building manager.

Council will weigh up the following factors when assessing lighting in car parks;

- night time vehicle or pedestrian movements;
- night time occupancy rates;
- risk of crime;
- Australian Standards;
- the whole-of-life costs of providing lighting (such as installation, ongoing maintenance costs, operational costs) and asset life;
- priority of available funding;
- access to an affordable power supply.

Non-standard fittings for public car parks in commercial areas of special heritage significance may be considered. The preferred option is for approved non-standard fittings that can be installed on the Distributors unmetered network. In other car parks the preference is for metered lights.

Public lighting on public building and car parks may include security lighting on electricity supply poles, if considered necessary.

Residential amenity will be considered in designing the lighting.

## **6 Delegation authority and decision guidelines**

Council officers will make decisions on the installation of public lighting with reference to the Scope and Policy Details listed in Sections 4 and 5 of this Policy, along with any obligations under various legislation listed below.

### **6.1 Delegations/Authorisations**

Delegations under the Local Government Act 2020 and Road Management Act 2004 apply to this Policy.

### **6.2 Exemptions**

There are no exemptions to this Policy except where provided under the Road Management Act 2004.

### **6.3 Human rights charter**

This policy has been reviewed against and complies with the Charter of Human Rights and Responsibilities Act 2006.



## 7 Related documents and resources

### Legislation

This policy refers to the following State legislation and standards –

- Local Government Act 2020
- Road Management Act 2004
- Public Lighting Code (Essential Services Commission) 2015

### City of Kingston documents

- Council Plan 2017-2021 – Our Roadmap
- Prevention of Family Violence Action Plan 2019-2021
- Climate and Ecological Emergency Response Plan (Draft) 2021

### Resources / external documents

- Australian/New Zealand Standard AS/NZS 1158: Road Lighting Standards
- Australian/New Zealand Standard AS/NZS 1158: Sports lighting
- Australian/New Zealand Standard AS/NZS 4282: Control of the obtrusive effects of outdoor lighting.
- Australian/New Zealand Standard AS/NZS 3771: Road lighting luminaires with integral control gear.
- United Energy - Distribution Plant Bulletin 0053 LED Street lights 12 February 2015
- United Energy - Notice to Councils 22 May 2019.
- United Energy – Public Lighting Policy and Technical Standard v26.
- City of Kingston - Laneway Lighting Standards - PowerPlant – October 2019
- National Light Pollution Guidelines for Wildlife January 2020.
- Protocols for the appropriate use and flying of the flag: Part 2

## 8 Transition arrangements

New estates shall use standard street light fittings approved by the Distributor if they are to be connected to the Council's unmetered supply. However, some approved non-standard decorative fittings will be permitted in transition areas between an existing estate to the new estate. The transition area will be defined by a boundary such as significant intersection, road or open space. Estates under development with an existing permit approval will be allowed to complete the specific approved stages under the previous policy arrangements.

24 May 2021

**Agenda Item No: 10.2**

### **RESPONSE TO RESOLUTION - WEEKLY GREEN WASTE COLLECTION**

**Contact Officer: Tim Scott, Team Leader Maintenance Contracts and Waste**

#### **Purpose of Report**

To respond to Notice of Motion 45/2020: Weekly Green Waste Collection over summer and provide information regarding the operational, financial and contractual implications for Council.

#### **Disclosure of Officer / Contractor Direct or Indirect Interest**

No Council officer/s and/or Contractor/s who have provided advice in relation to this report have declared a Conflict of Interest regarding the matter under consideration.

#### **OFFICER RECOMMENDATION**

That Council:

1. Note the information in this report;
2. Maintain the current fortnightly green waste collection frequencies, including over the summer months; and
3. Receive a further report in late 2021 that provides a 12-month review of the Food Organic Garden Organic service and recommendations to further divert food waste from landfill, including bin collection frequency options.

#### **1. Executive Summary**

This report is prepared in response to Notice of Motion 45/2020: Weekly Green Waste Collection over summer months. This report considers the implication of three options for introducing a weekly green waste collection over the summer period. It recommends that in the short-term Council maintains the existing kerbside bin collection frequency based on community feedback and operational issues while considering the financial and contractual implications.

It is also recommended that collection frequencies be considered in a report scheduled for later in 2021 which will include a 12-month review of the implementation of the Food Organic Garden Organic service and consider how to further increase food diversion from landfill.

#### **2. Background**

At the Ordinary Council Meeting of 22 July 2019 Council resolved to introduce a Food Waste recycling service. This service commenced in June 2020 and involved 48,000 properties with an existing green waste bin being provided a kitchen caddy, roll of compostable liners and education material. The service allows these residents to dispose of all food waste material to the green waste bin which is serviced by Council every fortnight.

The following resolutions of Council detail the actions related to the introduction of Food Waste Recycling at Council.

**22 July 2019**

**Ordinary Council Meeting**

**Item 10.5 : Introduction of a Food Organic Garden Organic Service**

That Council:

1. Implement the Food Organic Garden Organic service in line with the proposal within this report.
2. Receive a further report in the September meeting cycle on the options for compostable bags/liners and caddies.

**9 Dec 2019**

**Ordinary Council Meeting**

**Item 10.6 : Food Organic Garden Organic Implementation Options**

That Council:

1. Approve the option to retender for the supply of Caddies and Compostable Bin Liners as per the 22 July 2019 Ordinary Council Meeting resolution.
2. Receive a further report to award the tender if the final price inclusive of GST is above the CEO delegation of \$750,000.
3. Receive a further report in early 2020 that considers options for the ongoing supply and distribution of compostable bin liners and the next stages of implementation for Food Organic Garden Organic waste service.

**27 April 2020**

**City of Kingston**

**Ordinary Council Meeting**

**Item 10.3 Food Organic and Garden Organic Service – Next Stages of Implementation**

That Council:

1. Note and accept the update on the Food Organic and Garden Organic service implementation progress.
2. Due to COVID-19 State of Emergency restrictions, Council officers explore potential options with MASTEC, other external contractors or staff for the safe delivery of kitchen caddies, compostable liners and promotional materials as soon as practical.
3. Provide an ongoing supply of compostable liners to Kingston residents available for pick up through Council offices at Customer Care counters and Libraries. This would commence six months after the initial implementation of kitchen caddies and liners. Officers to also provide information to residents on sourcing the appropriately certified compostable liners accepted by Council's processing facility SACYR.
4. Note and accept the future options available to assist in increasing food diversion from landfill.
5. Monitor the initial implementation of the Food Organic Garden Organic service for 12 months and provide a further report in 2021 including information and recommendations from a service review on how to further increase food diversion from landfill.

At the 21 September 2020 Ordinary Council Meeting, Notice of Motion 45/2020: Weekly Green Waste Collection was resolved by Council, that:

1. Officers provide a report to the new Council on the feasibility of having the green waste bin collected every week during the summer period including the costs associated with this, any relevant contractual obligations, and any other relevant information.

### 3. Discussion

#### 3.1 Council Plan Alignment

Goal 2 - Our sustainable green environment with accessible open spaces  
Direction 2.1 - Environmental resilience and sustainability

The implementation of a Food Waste recycling program provides an alternative disposal method for organic material that would otherwise be landfilled. Diversion of food waste materials away from landfill brings long term environmental benefits and is a step towards creating a circular economy.

#### 3.2 Consultation/Internal Review

The Customer Care and Communications teams have been consulted for resident feedback on the introduction of the Food Waste Recycling service. Particular focus has been on whether residents are requesting additional green waste collections and/or if there are complaints about the Food Waste recycling program.

The Department of Environment, Land, Water and Planning (DELWP) released *Recycling Victoria: A new economy* in February 2020 as part of a Circular Economy Policy that requires all Victorian municipalities to introduce a Food Organic Recovery service by 2030.

#### 3.3 Operation and Strategic Issues

##### 3.3.1 Odour and Amenity

The introduction of a food waste stream to the existing green lidded bin involves putrescible organic material sitting in the bin for up to 13 days depending on the next available kerbside collection. This is common practice around major cities in Australia with Food Organic Garden Organic services provided in all states including Queensland where temperatures are regularly over 30 degrees Celsius.

Prior to the summer period in 2020/21 there were some concerns that odour and amenity could be negatively affected by placing food waste in green lidded bins and leaving it until the next green waste collection. As the service was implemented in June 2020, a small number of complaints were directed to Council on social media and via the call centre requesting additional weekly green waste collections in warmer months. These requests have been far outweighed by the many residents enthusiastically thanking Council for the service introduction.

There are methods to minimise the risk of odour and insect issues including compostable liners, freezing the waste material, layering the outdoor bin with grass clippings and locating the outdoor bin in well ventilated locations.

##### 3.3.2 Best Practice

The current best practice for garbage and green waste collections involving Food Waste Recycling is for garbage to be collected fortnightly and green and food waste to be collected weekly. This type of service was introduced at Boroondara City Council in 2020, will be introduced in Glen Eira in 2021 and is also planned for introduction in Bayside in the next years when their contracts are due to be renewed. This type of service typically delivers approximately 70% diversion from landfill.

The next best alternative is for garbage to be collected weekly and green lidded bins to be collected fortnightly as per City of Kingston, City of Bayside (currently) and City of Monash. This type of service typically delivers approximately 60% diversion from landfill.

There are currently no Councils in Melbourne that collect or plan to collect green waste bins weekly alongside a weekly garbage service. Some regional areas such as Bass Coast Shire and Mornington Peninsula Shire do undertake weekly green waste and recycling collections to cater for significant seasonal influxes during holiday periods.

Weekly green waste collections are typically undertaken in conjunction with fortnightly garbage collection to create a push and pull affect for waste disposal. This means that available bin capacity is not changed, and it incentivises residents in placing more food waste in the green bin while taking away garbage bin capacity.

**3.3.3 Waste collection vehicles**

Council currently collects kerbside garbage bins weekly, recycling bins and green waste bins fortnightly as part of a three-bin system. There are currently 17 waste collection vehicles servicing kerbside bins as detailed below.

<b>Waste type</b>	<b>No. Trucks</b>	<b>No Bins</b>	<b>Frequency</b>
Garbage	9	63163	Weekly
Recycling	5	63163	Fortnightly
Food and Green Waste	3	49245	Fortnightly
<b>TOTAL</b>	<b>17</b>	<b>175,571</b>	

The 17 JJ Richards waste collection vehicles purchased for the Kingston kerbside collection service allow for the current waste collection frequencies and also any future change to weekly green waste collection and fortnightly garbage collection.

If a standalone weekly green waste collection over the summer months was implemented as an additional service, without any reductions in other collection services, it would require that additional garbage trucks and drivers be procured to service the 49,245 green bins. These vehicles could be procured through the existing kerbside collection contract on a price per bin lift and based on the number of bins, up to three additional vehicles would be required.

Any of the existing 17 vehicles can be repurposed to suit other waste streams so that garbage trucks can be changed to recycling or green waste trucks with minimal modification. The artwork on each vehicle can also be changed to reflect the collection type.

**3.3.4 Financial**

The financial implications of providing the waste collection service are detailed in the *Confidential Attachment 1: Financial Information*. The main costs that affect the service are related to:

- bin fleet
- collection fees per lift
- disposal costs per tonne

To undertake any changes to waste collection frequencies would also involve additional costs including:

- Additional vehicle rental
- Communications Plan

The full cost of additional services would typically be passed to users through an increase in the waste charge.

### 3.3.5 Contractual

The existing CON17/86 Kerbside Waste Collection contract was prepared with specifications that allowed for vehicle requirements to be adjusted in line with future service changes. The intent was that introducing Food Waste Recycling services may require that green lidded bins be collected weekly with fortnightly garbage collection, and that this would not require additional vehicles.

The existing contracts for garbage disposal and green waste processing are both long term collaborative contracts with Metropolitan Waste and Resource Recovery Group. These provide flexibility for delivered tonnages and would require any changes to be oriented around the financial year forecasts.

### 3.3.6 Bin Fleet

There are 49,245 properties in Kingston that are paying a higher waste charge to use the optional green lidded organics bin. The remaining 14,000 properties are paying for a garbage and recycle bin only. The current cost to Council to purchase an additional 14,000 green lidded bins of 120L size would be approx. \$750,000. This would need to be considered in implementing any change that affects all residents.

### 3.3.7 Communications Plan

The current bin types and collection frequencies have remained unchanged for over 20 years in Kingston. The change of bin collection frequencies is a major community change exercise and requires a thorough and well implemented communications plan to ensure that the services are understood and well utilised.

### 3.3.8 Presentation

There are many properties within the municipality that have issues with residents placing their bins on already crowded nature strips due to historical residential developments. These sites are often deep blocks of land and narrow frontages with multiple dwellings where bins are already stacked 2 deep.

Any changes that involve weekly green waste and weekly garbage collection would significantly exacerbate this situation for a 13-week period and likely lead to an increase in complaints from both residents and the kerbside collection contractor.

## 3.4 Options

### 3.4.1 Option 1: Maintain a fortnightly green waste collection over summer months

The maintenance of the existing bin collection frequencies over the summer period would not require any resources or changes by the community. The 2020/21 summer did not see any significant increase in complaints to Council related to the disposal of food waste into the green waste bin. This option would be cost neutral and consistent with common practice.

It is recommended that collection frequencies be considered in a report scheduled for later in 2021 which will consist of a 12-month review of the implementation of the Food Organic Garden Organic service and consider how to further increase food diversion from landfill.

**This is the officers' recommendation**

**3.4.2 Option 2: Introduction of a weekly green waste collection and maintain weekly garbage collection over the summer months.**

The introduction of a weekly green waste collection could be implemented while maintaining weekly garbage collection. This service would cover the 49,245 properties that have a green waste bin and would require a comprehensive communications plan to all the affected properties.

This type of service would alleviate resident concerns about placing food waste in an outdoor bin during warmer conditions. This option could slightly increase the diversion from landfill by 3% due to the additional collections, although there is no precedent available to benchmark in Melbourne.

This service would create significant operational issues with additional green waste vehicles required for the three-month period, additional budget of \$450,000 along with a comprehensive communication plans to ensure the service is used effectively.

Resident amenity is likely to be compromised with the addition of green waste bins on nature strips at the same time as recycling and garbage bins.

**3.4.3 Option 3 : Introduction of a weekly green waste and fortnightly garbage collection over summer months.**

This service would involve reducing garbage services to a fortnightly collection, while increasing green waste collections to weekly. This would remove any resident concerns about placing food waste in green waste bins during warmer weather as the bins would be emptied weekly encouraging food waste recycling.

The main risk with this option is that the 14,000 properties without a green waste bin would still require a weekly garbage collection and would cause confusion in the community due to the mixed messaging. The three-month duration for this type of service could also create significant confusion about when bins will and will not be emptied. It would be difficult to communicate to ensure that it is well understood.

This service would create slight cost savings and it is anticipated that 10% of the garbage bin contents would be transferred to green waste bins if the garbage bin is collected fortnightly.

Note: This type of service would generally be done as a long-term change to improve diversion away from landfill and will be considered as part of the 12-month Food Waste Recycling review scheduled for Council for later in 2021. It is anticipated that the 14,000 properties without a green waste bin would be delivered a new bin and the waste charge model recalculated to make a green bin compulsory for all properties.

#### 4. Conclusion

To introduce a service for a three-month period over the summer months is unlikely to realise the benefits that could be gained from a well-considered longer-term service change with a targeted communications plan.

The diversion of food waste from landfill is strategically important to ensure that the community has confidence in their waste disposal choices and that Council provides a reliable and environmentally sustainable solution.

##### 4.1 Environmental Implications

The increase in diversion of municipal waste from landfills has long term environmental benefits through a reduction in soil, water and air contamination associated with landfilling. An additional increase in the number of waste collection vehicles will increase emissions related to diesel engines.

##### 4.2 Social Implications

Any alteration to bin collection frequencies is a major community change exercise and requires that the community understands and accepts the proposed changes. To make a temporary seasonal change would introduce uncertainty and confusion about the service.

There are likely to be negative impacts from allowing more bins to be placed on nature strips in already crowded locations and this has the potential to create community angst amongst neighbours and increase complaints to Council.

##### 4.3 Resource Implications

The general principle behind existing waste disposal costs involve paying higher fees to landfill waste products and lower fees to process organic material. This is designed to promote recycling and circular economy outcomes.

Maintaining the existing kerbside waste collection frequencies is cost neutral and would not affect the operations of Councils kerbside contractor. To change the bin collection frequencies temporarily requires an investment in waste education and communication resources.

##### 4.4 Legal / Risk Implications

The main risk is that any temporary service change related to bin collection frequencies is not well understood by the community. There are no significant legal risks associated with this issue.

#### Appendices

Appendix 1 - Financial Information NOM 45-2020 Confidential Attachment (Ref 21/79178) - Confidential

Author/s: Tim Scott, Team Leader Maintenance Contracts and Waste  
Reviewed and Approved By: Charles Turner, Manager, Infrastructure  
Samantha Krull, General Manager City Assets & Environment



24 May 2021

**Agenda Item No: 10.3**

### **CON-21/020 - PROVISION OF LITTER BIN COLLECTION SERVICE**

**Contact Officer: Dillon Grech, Traffic Engineer**  
**Tim Scott, Team Leader Maintenance Contracts and Waste**

#### **Purpose of Report**

This report seeks Council's approval to award Contract No. 21/020 – Provision of Litter Bin Collection Service being awarded to Total Waste Solutions as a Schedule of Rates contract for the period of 1 July 2021 to 30 June 2026 with two one-year contract extension options. The total contract sum for the initial 5-year term is approximately \$2,200,000 ex GST subject to rise and fall and the first year annual cost is estimated to be \$440,000 ex GST.

#### **Disclosure of Officer / Contractor Conflict of Interest**

No Council officer/s and/or Contractor/s who have provided advice in relation to this report have declared a Conflict of Interest regarding the matter under consideration.

#### **OFFICER RECOMMENDATION**

That Council:

1. Note the information outlined in the report;
2. Delegate authority to the Chief Executive Officer to award Contract No. 21/020 – Provision of Litter Bin Collection Service as a Schedule of Rates Contract to Total Waste Solutions at their tendered rates based upon Council's anticipated work quantities for a total initial 5 year term estimated price of \$2,200,000 ex GST subject to annual rise and fall from 1 July 2021 to 30 June 2026 with two one-year optional contract extensions; and
3. Authorise the Chief Executive Officer, or delegated authority, to execute the two one-year optional contract extensions subject to satisfactory performance.

#### **1. Executive Summary**

Council officers advertised a tender on the 27 March 2021 for the provision of public Litter Bin Collection Service (Contract No. 21/020). This contract excludes litter bins located in foreshore areas, reserves and parks.

Council officers have evaluated the three tender submissions received for Contract No. 21/020. The tender panel evaluated the tenders received and ranked Total Waste Solutions as the highest scoring tender submission. This ranking has been determined after scoring financial factors, resourcing, methodology, experience, local benefit and environment.

Total Waste Solutions provides quality services, with current contract experience at Glen Eira and Bayside City Councils for Litter Bin Collection services. Total Waste Solutions also provides highly responsive on-call services including advanced bin tracking and reporting systems, and integration opportunities with Council systems such as Pathway CRM. The Total Waste Solutions depot and office is located in Moorabbin.

The tender price provided by Total Waste Solutions for the provision of litter bin collection is \$2,200,000 ex GST for the initial five-year term.

## 2. Background

A public tendering process has been conducted for the renewal of the Kingston Litter Bin Collection Service contract. This contract is for the servicing of litter bins located in shopping centres and Council facilities. The service to be provided under this contract includes:

- emptying of designated litter bins at specified frequency;
- programmed cleaning of designated bins;
- monitoring and reporting of damaged bin surrounds; and
- replacement of dog bin liners at dispensers.

The Contract is for a period commencing on the 1 July 2021 and finishes on 30 June 2026 with options at Council's discretion for two one-year extensions.

The Contract is a Schedule of Rates Contract subject to an annual price adjustment detailed in the specifications based on a specific formula reflecting changes in the Consumer Price Index (CPI).

Litter Bin Collection Service are funded as part of the Goods and Services, Waste Management Annual budget.

The Contact received three tender submissions, details of which are set out in Appendix 1 of the Confidential Attachments.

## 3. Discussion

### 3.1 Council Plan Alignment

Goal 2 - Our sustainable green environment with accessible open spaces  
Direction 2.1 - Environmental resilience and sustainability

### 3.2 Consultation/Internal Review

There have been extensive discussions regarding the contract renewal for the provision of the Litter Bin Collection Service and its performance in the past. The level of service requirements of Contract No. 21/020 meets community expectations and complies with the Council Plan.

The Infrastructure, and Parks and Open Space teams manage all public litter bins in Kingston and this tender allows for flexibility in the contract to support the Parks and Open Space team in periods of high demand where required.

### 3.3 Operation and Strategic Issues

The provision of the Litter Bin Collection Service has had limited operational or strategic issues in the past as the service has been planned and well conducted. To further mitigate risk, all tenders have been evaluated by four Council Officers through a three-stage tender evaluation process. Appendix 1 includes a breakdown of the scoring for the tender evaluations.

#### 3.3.1 Tender Evaluation Process

The first stage provided a list of preferred tenders that conformed to Council's minimum requirements, the second stage evaluated tenders against the non-price criterion, with the third stage evaluating on price, unit rate comparison and value add services.

Tenders were assessed in accordance with the following criteria:

- Insurance Compliance, OH&S, Environment;
- Financial Capacity of the Organisation / Business;
- Business References;
- Resourcing / Plant, Equipment and Facilities;
- Methodology / Innovation;
- Local Benefit and Environment;
- Experience; and
- Cost.

On conclusion of the evaluation, the tenderers were then shortlisted, and officers proceeded with reference checks, phone and in-person interviews.

#### 3.3.2 Outcome of Tender Evaluation Process

Total Waste Solutions obtained the highest overall score at the end of the detailed tender evaluation process with their proposal for the contract. The tender evaluation resulted in 'very good' proposal scoring in all categories of the tender evaluation criterion.

Total Waste Solutions has current contracts for the provision of litter bin services with Glen Eira and Bayside City Council. Reference check for these contracts showed no issues and recommended Total Waste Solutions for their services.

Total Waste Solutions also provide flexible on-call services with quick response times 24/7. Total Waste Solutions can assist in the collection of litter bins for Council community events and reactive servicing for bins outside of general bin collection frequencies within Kingston.

Total Waste Solutions has an advanced bin tracking and reporting system that demonstrates real time mapping and tracking of truck locations, when bins have been serviced and at what time. There are also integration opportunities with Council systems such as Pathway CRM which has been successful for other Councils.

Total Waste Solutions is located on Chesterville Road in Moorabbin.

Total Waste Solutions has been assessed for financial viability through the Corporate Scorecard system and found to be suitable for the proposed contract. Total Waste Solutions is therefore recommended as the preferred tenderer.

#### 4. Conclusion

Total Waste Solutions is recommended as the preferred tenderer for the provision of the Litter Bin Collection service based on the 'very good' scoring in all categories of their proposal.

Total Waste Solutions has demonstrated acceptable methodologies and experience for the provision of the contract which is in line with the Council Plan. The tendered price of \$2,200,000 ex GST for 5-year initial term is also very competitive.

This report recommends that Council award Contract No. 21/020 for the provision of Litter Bin Collection Service to Total Waste Solutions.

##### 4.1 Environmental Implications

Total Waste Solutions has demonstrated the provision of good environmental outcomes in their litter bin collection service. Under the contract, the contractor will be responsible for the clearance of litter bins and cleaning of litter surrounding the bin to ensure that the precinct is free from litter. Total Waste Solutions has good environmental control measures through the use of an Environmental Management System.

##### 4.2 Social Implications

Total Waste Solutions has demonstrated local benefit outcomes in their litter bin collection service. Total Waste is located in Moorabbin within the City of Kingston. Total Waste Solutions are providing employment opportunities for local residents within the area and purchase locally where possible. Total Waste Solutions are passionate and committed to a Socially Sustainable approach to how they conduct their business.

##### 4.3 Resource Implications

Total Waste Solutions has demonstrated a quick transition time to commencement of the contract by 1 July 2021. Total Waste Solutions will purchase two new garbage trucks for this Kingston contract which are expected to arrive fourth quarter of this calendar year. Total Waste Solutions will utilise existing staff and vehicles in the interim period to ensure the commencement of the contract starts in the new financial year.

##### 4.4 Legal / Risk Implications

Legal and risk implications have been minimised as the procurement and tender selection process has been conducted in accordance with Kingston's procurement procedure. Council officers have confirmed that the proposed commencement date of 1 July 2021 is achievable by Total Waste Solutions.

#### Appendices

Appendix 1 - CON 21 020 - Tender Evaluation Matrix - Summary (Ref 21/111453) - Confidential

Author/s: Dillon Grech, Traffic Engineer  
Tim Scott, Team Leader Maintenance Contracts and Waste  
Reviewed and Approved By: Samantha Krull, General Manager City Assets & Environment

**Agenda Item No: 10.4**

## **NEW MULCH STORAGE FACILITY AT 206 OLD DANDENONG ROAD HEATHERTON**

**Contact Officer: Emily Boucher, Manager Parks & Open Space**

### **Purpose of Report**

To respond to Council Resolution in April 2021 and seek Council endorsement to receive a report on the New Mulch Storage Facility at 206 Old Dandenong Road Heatherton by August 2021, following the Heritage Collection report being presented to Council.

### **Disclosure of Officer / Contractor Conflict of Interest**

No Council officer/s and/or Contractor/s who have provided advice in relation to this report have declared a Conflict of Interest regarding the matter under consideration.

### **OFFICER RECOMMENDATION**

That Council receive a report on the New Mulch Storage Facility at 206 Old Dandenong Road Heatherton no later than the August 2021 Council Meeting.

### **1. Executive Summary**

At the April 2021 Council Meeting, item 10.8 New Mulch Storage Facility at 206 Old Dandenong Road Heatherton was considered by Council.

Council resolved:

*That consideration of this item be deferred until the May Council Meeting.*

This was due to the site also potentially being considered for the display of agricultural items bequeathed to the City of Kingston.

An update on Activating Heritage Collections is required prior to Council considering the future use of 206 Old Dandenong Road, Heatherton. This is expected to be presented to Councillors within the next few months.

### **2. Background**

At the 26 April Council Meeting a report on New Mulch Storage Facility at 206 Old Dandenong Road Heatherton was considered by Council. It recommended:

*That Council supports the progression of plans to locate a mulch storage facility at 206 Old Dandenong Road, Heatherton.*

Council resolved:

*That consideration of this item be deferred until the May Council Meeting*

This was primarily due to concerns around the site also earmarked for consideration for the display of agricultural items bequeathed to the City of Kingston.

An update on Activating Heritage Collections is required prior to Council considering the future use of 206 Old Dandenong Road, Heatherton.

A report on the Heritage Collection is expected to be presented to Councillors in the coming months.

The report on New Mulch Storage Facility at 206 Old Dandenong Road Heatherton will be presented at a Council Meeting by August 2021 latest, following the Heritage Collection report.

Author/s: Emily Boucher, Manager Parks & Open Space  
Reviewed and Approved By: Samantha Krull, General Manager City Assets & Environment

Agenda Item No: 10.5

## RESPONSE TO RESOLUTION - THE NEED TO LOCATE VEGETATION OFFSETS LOCALLY

Contact Officer: Emily Boucher, Manager Parks & Open Space

### Purpose of Report

To respond to Council Resolution in April 2021 and seek Council endorsement to receive a report on the response to Notice of Motion 39/2019 - The Need to Locate Vegetation Offsets Locally by August 2021.

### Disclosure of Officer / Contractor Conflict of Interest

No Council officer/s and/or Contractor/s who have provided advice in relation to this report have declared a Conflict of Interest regarding the matter under consideration.

### OFFICER RECOMMENDATION

That Council receive a report on the response to Notice of Motion 39/2019 - The Need to Locate Vegetation Offsets Locally no later than the August 2021 Council Meeting.

### 1. Executive Summary

At the April 2021 Council Meeting, a report in response to Notice of Motion 39/2019 – The Need to Locate Vegetation Offsets Locally was presented which had the recommendation:

*That Council note that officers have investigated vegetation offset opportunities on private land in Kingston, including golf courses, and that no suitable sites that would meet the criteria established by Department of Environment, Land, Water and Planning (DELWP) on vegetation offsets were identified.*

Council resolved:

*That consideration of this item be deferred until the May Council Meeting*

To enable officers sufficient time to discuss further with Councillors, including the alignment with other Council Strategies, a report will be prepared for Council consideration by August 2021.

### 2. Background

At the 22 July 2019 Ordinary Meeting of Council, Notice of Motion No. 39/2019 - The Need to Locate Native Vegetation Offsets Locally was resolved by Council. It stated:

*That Council officers endeavour to locate offsets for native vegetation removal incurred by Council and (if possible) road and other authorities in Kingston (in respect of infrastructure and other development projects) within Kingston where suitable offset sites are available.*

A response to that resolution was provided at the 25 May 2020 Council Meeting where Council noted:

- 1. That officers endeavoured to locate suitable native vegetation offset sites within Kingston and found that none currently exist; and*
- 2. That there is currently no Council owned land to meet the requirements for the creation of an offset site.*

However, Council also requested:

*That officers continue to investigate which privately-owned sites may be feasible as future offset sites, prior to negotiating with the owners of any such sites that look to be feasible. This investigation should include golf courses, once the ecological assessment pursuant to Council's October resolution has been undertaken.*

At the April 2021 Council Meeting a response that the request was presented which recommended:

*That Council note that officers have investigated vegetation offset opportunities on private land in Kingston, including golf courses, and that no suitable sites that would meet the criteria established by Department of Environment, Land, Water and Planning (DELWP) on vegetation offsets were identified.*

Council resolved:

*That consideration of this item be deferred until the May Council Meeting*

To enable officers sufficient time to discuss further with Councillors, including the alignment with other Council Strategies, a report will be prepared for Council consideration by August 2021.

Author/s: Emily Boucher, Manager Parks & Open Space

Reviewed and Approved By: Samantha Krull, General Manager City Assets & Environment



# **11. Corporate Services Reports**

24 May 2021

**Agenda Item No:** 11.1

## **INFORMAL MEETINGS OF COUNCILLORS**

**Contact Officer:** Gabby Pattenden, Governance Officer

### **Purpose of Report**

To provide copies of the Informal Meetings of Councillors records in line with Rule 1 of Chapter 6 of the Governance Rules to support openness and transparency of Governance processes.

### **Disclosure of Officer / Contractor Direct or Indirect Interest**

No Council officer/s and/or Contractor/s who have provided advice in relation to this report have declared a Conflict of Interest regarding the matter under consideration.

### **OFFICER RECOMMENDATION**

That Council receive the report.

### **1. Executive Summary**

This report contains records for meetings defined as an Informal Meetings of Councillors under Rule 1 of Chapter 6 of the Governance Rules (the Rules).

### **2. Background**

The Governance Rules requires that Informal Meetings of Councillors records are reported to the next possible meeting of Council. This seeks to promote openness and transparency of Council decision making.

### **3. Discussion**

#### **3.1 Council Plan Alignment**

Goal 5 - Our well-governed and responsive organisation

Direction 5.1 - Support decision making to provide an efficient and effective council which embodies the principles of democracy

The reporting of Informal Meetings of Councillors meets the requirements of the Rules and is critical to Direction 5.1.

#### **3.2 Consultation/Internal Review**

Not applicable to this report

### 3.3 Operation and Strategic Issues

#### 3.3.1 Governance Rules requirements

As prescribed by Rule 1 of Chapter 6 of the Rules, if there is a meeting of Councillors that:

- is scheduled or planned for the purpose of discussing the business of Council or briefing Councillors;
- is attended by at least one member of Council staff; and
- is not a Council meeting, Delegated Committee meeting or Community Asset Committee meeting

the Chief Executive Officer must ensure that a summary of the matters discussed at the meeting are:

- a) tabled at the next convenient Council meeting; and
- b) recorded in the minutes of that Council meeting.

A standard Informal Meeting of Councillors form will be used as the record for the purposes of the Rules. These form the appendices to the report.

Rule 6 of Chapter 5 of the Rules requires Councillors attending a meeting under the auspices of Council (to which an Informal Meeting of Councillors falls under) to disclose a conflict of interest and leave the room whilst the matter is being considered.

## 4. Conclusion

### 4.1 Environmental Implications

Nil

### 4.2 Social Implications

Tabling Informal Meetings of Councillors records supports disclosure and transparency of Council operations.


### 4.3 Resource Implications

Nil.

### 4.4 Legal / Risk Implications

Nil.

## Appendices

Appendix 1 - Informal Meetings of Councillors Record - Planning CIS 3 May 2021 (Ref 21/120356)  [↓](#)

Appendix 2 - Informal Meetings of Councillors Record - Strategic CIS 10 May 2021 (Ref 21/120407)  [↓](#)

Appendix 3 - Informal Meetings of Councillors Record - Strategic CIS 17 May 2021 (Ref 21/120466)  [↓](#)

Author/s: Gabby Pattenden, Governance Officer

Reviewed and Approved By: Phil DeLosa, Manager Governance

Tony Ljaskevic, General Manager Corporate Services

# 11.1

## INFORMAL MEETINGS OF COUNCILLORS

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2	Informal Meetings of Councillors Record - Strategic CIS 10 May 2021 .....	259
3	Informal Meetings of Councillors Record - Strategic CIS 17 May 2021 .....	263

# Informal Meetings of Councillors Record

## Governance Rules Chapter 6

This form must be completed by the appropriate attending Council Officer and submitted immediately to the Governance Department for reporting to Council.



### Meeting Details

**Date:** 3 May 2021

**Time:** 6.00pm

**Meeting Location:** via Zoom

**Meeting Reason:** Planning Councillor Information Session

### Attendees:

#### Councillor/s:

Cr Steve Staikos (Mayor)  
 Cr Hadi Saab (Deputy Mayor)  
 Cr Tamsin Bearsley  
 Cr Tim Cochrane  
 Cr Tracey Davies  
 Cr Jenna Davey-Burns  
 Cr Chris Hill  
 Cr Cameron Howe  
 Cr George Hua  
 Cr Georgina Oxley

#### Officer/s:

Tim Tamlin, Interim Chief Executive Officer  
 Mauro Bolin, General Manager Community Sustainability  
 Samantha Krull, General Manager City Assets and Environment  
 Tony Ljaskevic, Acting General Manager Corporate Services  
 Paul Marsden, Acting General Manager Planning and Development  
 Tracey Cheeseman, Manager Communications & Community Relations  
 Phil De Losa, Manager Governance  
 Patrick O'Gorman, Governance Officer  
 Gabby Pattenden, Governance Officer  
 Alfred Carnovale, Manager City Development  
 Steve Lewis, Manager Community Buildings  
 Juli Stickler, Acting Senior Facilities Development & Planning Coordinator  
 Astrid DiCarlo, Executive Manager Legal  
 Claire Audley, Major Transport Project Officer  
 Ange Marshall, Manager Finance and Corporate Performance  
 Lauren Ross, Team Leader Corporate Performance

### Apologies:

Nil

### Summary of Matters Discussed:

1. Apologies
2. Declaration by Councillors, Officers and Contractors of any Conflict of Interest
1. Notes of Strategic CIS Meeting of 19 April 2021
2. Individual Ward Briefings
5. Councillor Weekly Updates and Executive Update
6. Planning Delegations Policy Emails - April 2021
7. Draft Agenda - Planning Committee - See Separate Agenda  
 KP-2018/680 - 31 Matilda Road, Moorabbin

[continued over page](#)

1 of 2

# Informal Meetings of Councillors Record

## Governance Rules Chapter 6

This form must be completed by the appropriate attending Council Officer and submitted immediately to the Governance Department for reporting to Council.



KP-2020/442/10 - 3-9 Alward Avenue, Clayton South

8. Carrum Surf Life Saving Club Proposed Extension
9. Council Meeting - See Separate Agenda
10. Cheltenham Multideck Carpark Land Arrangements - Update
11. Carrum Level Crossing Removal - Foreshore Park Update
12. Priority Project Assessment Criteria
13. Draft Outline Council Plan 2021-25
14. Report on Legal Advice
15. Invitations

Councillor/CEO Only Discussion

### Conflict of Interest Disclosures:

#### Councillor Disclosures:

Nil

#### Officer Disclosures:

Nil

Completed by: Gabrielle Pattenden

Date: 3 May 2021

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### Brief Explanation – Governance Rules Chapter 6:

If there is a meeting of Councillors that:

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- 1.3 is not a *Council meeting*, *Delegated Committee meeting* or *Community Asset Committee meeting*

the *Chief Executive Officer* must ensure that a summary of the matters discussed at the meeting are:

- (a) tabled at the next convenient *Council meeting*; and
- (b) recorded in the minutes of that *Council meeting*.

Some examples of an Informal Meeting of *Councillors* will include:

- Councillor briefing session;
- Meeting / briefing of one or more Ward Councillors;
- Advisory committee where one or more Councillor/s is present;
- Budget discussion;
- Workshop re key Council priorities;
- Site inspection;
- Preliminary planning conference

*If you require further clarification, please contact the Governance team.*

# Informal Meetings of Councillors Record

## Governance Rules Chapter 6

This form must be completed by the appropriate attending Council Officer and submitted immediately to the Governance Department for reporting to Council.



### Meeting Details

**Date:** 10 May 2021

**Time:** 6.00pm

**Meeting Location:** Oakleigh Room, 1230 Nepean Highway, Cheltenham and via Microsoft Teams

**Meeting Reason:** Strategic Councillor Information Session

#### Attendees:

##### Councillor/s:

Cr Steve Staikos (Mayor)  
 Cr Hadi Saab (Deputy Mayor)  
 Cr Tim Cochrane  
 Cr Tracey Davies  
 Cr Jenna Davey-Burns  
 Cr Chris Hill  
 Cr Cameron Howe  
 Cr George Hua  
 Cr Georgina Oxley

##### Officer/s:

Tim Tamlin, Interim Chief Executive Officer  
 Mauro Bolin, General Manager Community Sustainability  
 Tony Ljaskevic, Acting General Manager Corporate Services  
 Samantha Krull, General Manager City Assets and Environment  
 Paul Marsden, Acting General Manager Planning and Development  
 Michelle Devanny, Program Leader - Communications and Engagement  
 Phil De Losa, Manager Governance  
 Emily Scopel-Reed, Governance Officer  
 Jane Grace, Manager Libraries and Social Development  
 Tania Asper, Manager City Economy and Innovation  
 Jihan Wassef, Team Leader Social Development  
 Lauren Ross, Team Leader Corporate Performance  
 Charles Turner, Manager Infrastructure  
 Tim Scott, Team Leader Maintenance Contracts and Waste  
 Jennifer Roche, Team Leader Statutory Planning  
 Yenni Lim, Manager Compliance & Amenity  
 Dominic McCann, Co-ordinator Community Wellbeing  
 Nishtha Goel, Community Projects Officer

#### Apologies:

Cr Tamsin Bearsley  
 Cr David Eden

#### Summary of Matters Discussed:

- 1 Apologies
- 2 Declaration by Councillors, Officers and Contractors of any Conflict of Interest
- 3 Notes of CIS of 3 May 2021

[continued over page](#)

1 of 2

# Informal Meetings of Councillors Record

## Governance Rules Chapter 6

This form must be completed by the appropriate attending Council Officer and submitted immediately to the Governance Department for reporting to Council.



- 4 Councillor Weekly Update and Executive Updates  
Priority Project Rating Framework
- 5 By exception:  
Minutes from the March 2021 Community Safety Advisory Committee Meeting
- 6 Rainbow Tick Accreditation
- 7 Response to Notice of Motion 45/2020 - Weekly Green Waste Collection
- 8 Draft Agenda - Council Meeting - See Separate Agenda
9. **Planning and Development Reports**
  - 8.1 3-9 Alward, Ave, Clayton South
  - 8.2 Response to Notice of Motion 1/2021 Coastline Commerce Digital Marketing Plan
  - 8.3 Kingston Planning Scheme Amendment C168- Environmental Audit Overlay
  - 8.4 Gazetting Dog Off Leash Areas
10. **Community Sustainability Reports**
  - 9.1 Woman of the Year Award Administrative Policy Adjustments
11. **City Assets and Environment Reports**
  - 10.1 Public Lighting Policy
12. **Corporate Services Reports**
  - 11.1 Mayoral and Councillor Allowances
  - 11.2 VEC Local Government Elections Report - Kingston Council
  - 11.3 CEO and General Manager Expenses
  - 11.4 Quick Response Grants
  - 11.5 Kingston Performance Report, January to March 2021 and Quarterly Financial Statements Report, March 2021
  - 11.6 Award of Contract CON 21/004 - Recruitment Services - Chief Executive Officer
13. **Notices of Motion**

### Brief Explanation – Governance Rules Chapter 6:

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- Advisory committee where one or more Councillor/s is present;
- Budget discussion;
- Workshop re key Council priorities;
- Site inspection;
- Preliminary planning conference

If you require further clarification, please contact the Governance team.



# Informal Meetings of Councillors Record

## Governance Rules Chapter 6

This form must be completed by the appropriate attending Council Officer and submitted immediately to the Governance Department for reporting to Council.



Nil

14. Urgent Business

15. Confidential Items

16. Invitations

17. Councillor/CEO Discussion

**Conflict of Interest Disclosures: Nil**

**Councillor Disclosures:**

Name of Councillor:

Explanation of the nature of the conflict: General OR Material

Councillor left the meeting prior to discussion: YES/NO

Time left: Time returned:

---

### Brief Explanation – Governance Rules Chapter 6:

If there is a meeting of Councillors that:

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- Budget discussion;
- Workshop re key Council priorities;
- Site inspection;
- Preliminary planning conference

*If you require further clarification, please contact the Governance team.*

2 of 2

# Informal Meetings of Councillors Record

## Governance Rules Chapter 6

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### Officer Disclosures: Nil

Name of Officer:

Explanation of the nature of the conflict: General OR Material

Councillor left the meeting prior to discussion: YES/NO

Time left: Time returned:

Completed by: Emily Scopel-Reed, Governance Officer

Date: 18/05/2021

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### Brief Explanation – Governance Rules Chapter 6:

If there is a meeting of Councillors that:

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- Meeting / briefing of one or more Ward Councillors;
- Advisory committee where one or more Councillor/s is present;
- Budget discussion;
- Workshop re key Council priorities;
- Site inspection;
- Preliminary planning conference

*If you require further clarification, please contact the Governance team.*

# Informal Meetings of Councillors Record

## Governance Rules Chapter 6

This form must be completed by the appropriate attending Council Officer and submitted immediately to the Governance Department for reporting to Council.



### Meeting Details

**Date:** 17 May 2021

**Time:** 6.15pm

**Meeting Location:** via the Zoom platform

**Meeting Reason:** Strategic Councillor Information Session

### Attendees:

#### Councillor/s:

Cr Steve Staikos (Mayor)  
 Cr Hadi Saab (Deputy Mayor)  
 Cr Tamsin Bearsley  
 Cr Tim Cochrane (arrived at 6.17pm)  
 Cr Tracey Davies  
 Cr Jenna Davey-Burns  
 Cr Chris Hill  
 Cr Cameron Howe

#### Officer/s:

Tim Tamlin, Interim Chief Executive Officer  
 Mauro Bolin, General Manager Community Sustainability  
 Tony Ljaskevic, General Manager Corporate Services  
 Samantha Krull, General Manager City Assets and Environment  
 Paul Marsden, Acting General Manager Planning and Development  
 Tracey Cheeseman, Manager Communications & Community Relations  
 Kelly Shacklock, Team Leader Organisational Governance  
 Patrick O'Gorman, Governance Officer  
 Emily Scopel-Reed, Governance Officer  
 Michelle Devanny, Program Leader – Communications and Engagement  
 Tim Scott, Team Leader Maintenance Contracts and Waste  
 Emily Boucher, Manager Open Space  
 Yenni Lim, Manager Compliance & Amenity  
 Steve Lewis, Manager Community Buildings  
 Juli Stickler, Senior Facilities Development & Planning Coordinator  
 Donna Feore, Team Leader Children Services Partnerships  
 Bridget Draper, Manager Active Kingston  
 Mark Stockton, Team Leader Sport and Recreation Major Projects  
 Kim Forbes, Strategic Coordinator Leisure Facilities  
 Charles Turner, Manager Infrastructure

#### Guests

Keith Greaves, Director MosaicLab  
 Kate Henderson, Learning Lead and Principal, MosaicLab  
 Alfonso Leuzzi, Panel Member, Your Kingston Your Future Project  
 Jodie Barrile, Panel Member, Your Kingston Your Future Project  
 Nathaniel Davies, Panel Member, Your Kingston Your Future Project  
 Ashlee Gervasoni, Panel Member, Your Kingston Your Future Project  
 Ashleigh Mooney, Panel Member, Your Kingston Your Future Project  
 Tuan Do, Panel Member, Your Kingston Your Future Project  
 Tan Pham, Panel Member, Your Kingston Your Future Project  
 Frank Barber, Panel Member, Your Kingston Your Future Project

[continued over page](#)

1 of 2

# Informal Meetings of Councillors Record

## Governance Rules Chapter 6

This form must be completed by the appropriate attending Council Officer and submitted immediately to the Governance Department for reporting to Council.



Stephen Grunfeld, Panel Member, Your Kingston Your Future Project  
 Chris Feil, Deputy Director – Advanced Waste Processing, Metropolitan Waste and Resource Recovery Group  
 Heather Grasby, Director Major Projects, Metropolitan Waste and Resource Recovery Group  
 Rishad Syed, Director Procurement Services, Metropolitan Waste and Resource Recovery Group  
 Gayle Seddon, Stakeholder Engagement Manager, Metropolitan Waste and Resource Recovery Group

### Apologies:

Cr David Eden  
 Cr George Hua  
 Cr Georgina Oxley

### Summary of Matters Discussed:

- 1 Apologies
- 2 Disclosures by Councillors, Officers and Contractors of any Conflict of Interest
- 3 Notes of the Strategic CIS Meeting of 10 May 2021
- 4 Your Kingston Your Future Community Panel Presentation
- 5 Presentation about Advanced Waste Processing (Waste to Energy) by Metropolitan Waste and Resource Recovery Group
- 6 Response to Notice of Motion No. 9/2020 – Tree Removal Over Eight (8) Metres – May 2021 Report
- 7 Fire Pits Consultation Results
- 8 Highett Hub – Proposed Community Consultation
- 9 Pavilion Development Update – GR Bricker and Dingley Reserve
- 10 Draft Namatjira Park Master Plan and Next Steps
- 11 Tender Report for the Provision of Litter Bin Collection Service
- 12 Road Management Plan Review 2021
- 13 Councillor Weekly Update and Executive Updates
- 14 Invitations

### Brief Explanation – Governance Rules Chapter 6:

If there is a meeting of Councillors that:

- 1.1 is scheduled or planned for the purpose of discussing the business of *Council* or briefing Councillors;
- 1.2 is attended by at least one member of Council staff; and
- 1.3 is not a *Council meeting*, *Delegated Committee meeting* or *Community Asset Committee meeting*

the *Chief Executive Officer* must ensure that a summary of the matters discussed at the meeting are:

- (a) tabled at the next convenient *Council meeting*; and
- (b) recorded in the minutes of that *Council meeting*.

Some examples of an Informal Meeting of *Councillors* will include:

- Councillor briefing session;
- Meeting / briefing of one or more Ward Councillors;
- Advisory committee where one or more Councillor/s is present;
- Budget discussion;
- Workshop re key Council priorities;
- Site inspection;
- Preliminary planning conference

If you require further clarification, please contact the Governance team.

# Informal Meetings of Councillors Record

## Governance Rules Chapter 6

This form must be completed by the appropriate attending Council Officer and submitted immediately to the Governance Department for reporting to Council.



### Conflict of Interest Disclosures:

**Councillor Disclosures:** Nil

Name of Councillor:

Explanation of the nature of the conflict: General OR Material

Councillor left the meeting prior to discussion: YES/NO

Time left: Time returned:

**Officer Disclosures:** Nil

Name of Officer:

Explanation of the nature of the conflict: General OR Material

Councillor left the meeting prior to discussion: YES/NO

Time left: Time returned:

Completed by: Patrick O'Gorman

Date: 18/05/2021

---

### Brief Explanation – Governance Rules Chapter 6:

If there is a meeting of Councillors that:

- 1.1 is scheduled or planned for the purpose of discussing the business of *Council* or briefing Councillors;
  - 1.2 is attended by at least one member of Council staff; and
  - 1.3 is not a *Council meeting*, *Delegated Committee meeting* or *Community Asset Committee meeting*
- the *Chief Executive Officer* must ensure that a summary of the matters discussed at the meeting are:
- (a) tabled at the next convenient *Council meeting*; and
  - (b) recorded in the minutes of that *Council meeting*.

Some examples of an Informal Meeting of *Councillors* will include:

- Councillor briefing session;
- Meeting / briefing of one or more Ward Councillors;
- Advisory committee where one or more Councillor/s is present;
- Budget discussion;
- Workshop re key Council priorities;
- Site inspection;
- Preliminary planning conference

*If you require further clarification, please contact the Governance team.*

**Agenda Item No: 11.2**

## **QUICK RESPONSE GRANTS**

**Contact Officer: Gabby Pattenden, Governance Officer**

### **Purpose of Report**

To seek Council's consideration of Quick Response Grant applications received.

### **Disclosure of Officer / Contractor Direct or Indirect Interest**

No Council officer/s and/or Contractor/s who have provided advice in relation to this report have declared a Conflict of Interest regarding the matter under consideration.

### **OFFICER RECOMMENDATION**

That Council approve the following Quick Response Grant application:

- Acacia Avenue Pre School

## **1. Executive Summary**

The Quick Response Grants Program gives individuals and community groups the opportunity to apply for small grants required at short notice to help them achieve their goals and ambitions.

This Program responds to the community's need for a form of grant that is flexible and efficient in terms of the time between application and approval and applies to smaller amounts of funding to a maximum of \$1,500.00.

Quick Response Grants are a category under Council's Community Grants Program.

## **2. Background**

In April 2019 Council revised the Quick Response Grants Guidelines. Grant applications are checked for eligibility in line with a set of criteria outlined in the Guidelines. An application must be submitted to Council and considered for approval at a Council Meeting.

Any not-for-profit group, school or community organisation providing services within the City of Kingston may apply.

Individuals must be a resident of the City of Kingston and participating in an activity in an unpaid capacity and not as a requirement of any formal course of study or of their employment. Individuals can apply for a grant to assist them to participate in a sporting, educational, recreational or cultural activity; other pursuit of a personal development nature; which will have a clear benefit to the community.

Community groups can apply for a grant to assist with the provision of a service, program or activity used by or of benefit to Kingston residents.

**3. Discussion**

**3.1. Council Plan Alignment**

Goal 3 - Our connected, inclusive, healthy and learning community  
Direction 3.4 - Promote an active, healthy and involved community life

**3.2. Operation and Strategic Issues**

**3.2.1. Assessment of Application Criteria**

Applications for Quick Response Grants are assessed against the criteria outlined in the guidelines as follows:

- Are funds needed at short notice or can they wait for the Annual Grants program?
- Does the proposed activity/event/project benefit the City of Kingston residents?
- Has the applicant demonstrated a clear need for funds?
- Has the applicant received any other funding from Council?
- That the organisation is a not-for-profit and has a bank account in the name of organisation.
- Can the project be funded under any other Council grant program?

**4. Applications**

<b>Name:</b>	Acacia Avenue Pre School	
<b>Amount requested:</b>	\$1500.00	
<b>Description of Project/Event:</b>	2020 saw many families dealing with mental health and anxiety. According to Beyond Blue, the number of Australian children that have experienced mental health issues is one in seven! ( <a href="https://healthyfamilies.beyondblue.org.au/age-6-12/mental-health-conditions-in-children">https://healthyfamilies.beyondblue.org.au/age-6-12/mental-health-conditions-in-children</a> ) We plan to host an event for our kinder community, as well as for the wider Kingston community, dealing with this. The evening will consist of two speakers/sessions: - Chris Daicos ( <a href="https://chriskaicos.com.au">https://chriskaicos.com.au</a> ) will discuss resiliency and managing anxiety in young people. She will attend in person. - Jessica Macartney from The Ingoa Project will attend via Zoom and will discuss Mental First Aid and how to better support our families mental health.	
<b>How the funds will be used:</b>	Paying for the Speakers to attend and present.	
<b>Assessment Criteria:</b>		
• The applicant meets the eligibility criteria		✓
• Funds are needed at short notice		✓
• The activity/event/project benefits the City of Kingston residents		✓
• The applicant has demonstrated a clear need for funds		✓
• The applicant has not received any other funding from Council		✓
• The applicant is an individual or not for profit organisation		✓
• The project cannot be funded under any other Council Grant program		✓
<b>Grants received in current or last financial year</b>		
\$2.1k - Annual Grant – September 2020		
\$1.5k - Community Grant – October 2019		
\$1.5k - Quick Response Grant – July 2019		
<b>Officer Comment:</b>		
This application meets the assessment criteria and is recommended for approval for an amount of \$1500.00.		

**5. Conclusion**

The grant applications in this report have been assessed according to the assessment criteria approved by Council in the Quick Response Guidelines.

**5.1. Environmental Implications**

N/A

**5.2. Social Implications**

The allocation of Quick Response Grants allows for Council to provide funds on a small scale to groups and individuals or towards projects or events that are consistent with Council's strategic directions and of benefit to Kingston's residents and community.

**5.3. Resource Implications**

Funds for Quick Response Grants are allocated by Council through its annual budget process.

**5.4. Legal / Risk Implications**

N/A

Author/s: Gabby Pattenden, Governance Officer  
Reviewed and Approved By: Phil DeLosa, Manager Governance  
Tony Ljaskevic, General Manager Corporate Services



Agenda Item No: 11.3

## **KINGSTON PERFORMANCE REPORT, JANUARY TO MARCH 2021 AND QUARTERLY FINANCIAL STATEMENTS REPORT, MARCH 2021**

**Contact Officer:** Annette Forde, Senior Corporate Planning and Performance Officer

### **Purpose of Report**

This report provides an update on the progress of the Council Plan 2017-2021 through Council's key actions and selected performance indicators to the end of March 2021.

### **Disclosure of Officer / Contractor Direct or Indirect Interest**

No Council officer/s and/or Contractor/s who have provided advice in relation to this report have declared a Conflict of Interest regarding the matter under consideration.

### **OFFICER RECOMMENDATION**

That Council receive the:

1. Kingston Performance Report, January to March 2021; and
2. Quarterly Financial Statements Report, March 2021.

### **1. Summary**

Council's performance achievement for the January to March quarter is largely on track, or within an acceptable variance, though some projects and services continue to experience the effects of last year's COVID-19 restrictions.

### **2. Discussion**

#### **2.1 COVID-19 pandemic**

Kingston has continued to respond to the COVID-19 pandemic with a strong focus on keeping Kingston economically strong and providing support for the community and staff. Extra support continues to be offered to community members affected by COVID-19, including deferral of rates payments.

#### **2.2 Achievements in quarter three**

- The Bay Trail stage three was completed.
- The Parkdale Yacht Club redevelopment was completed.
- Kingston continued trialling a 4-month program, via VicSmart, for Dual Occupancy developments. If applications meet the strict criteria, they can be approved in 10 days.
- Officers participated in the establishment of a new collaborative landfill services contract which commenced on 1 April 2021, following a rigorous tender process.

- Several community sustainability workshops were held including: Clean Up Australia Day, a webinar on creating a water sensitive urban garden, and consultation for Kingston's Climate and Ecological Emergency Response Plan.
- Council also hosted a Sustainability Victoria 'Detox Your home' event at Parkdale Hub for residents to dispose of unwanted household chemicals.

### 2.3 Action progress

At the end of quarter three, from a total of 119 key actions, 12 actions (10.1%) are complete, 83 key actions (74.8%) are on track, and seven actions (5.9%) are being monitored. A total of 11 actions (9.2%) are off track - largely due to delays caused by COVID-19 restrictions last year.

#### Definition of action progress

Status	Progress
<b>Complete</b> ●	100% of the target for the year has been achieved.
<b>On track</b> ●	80% -100% of the target for the quarter has been achieved. Includes closed actions (closed actions have been merged with other actions, or the direction has changed).
<b>Monitor</b> ●	70% - 79% of the target for the quarter has been achieved. Mostly on track but requires monitoring and improvements need to be made, as indicated in the action comments.
<b>Off track</b> ●	Less than 70% of the target for the quarter has been achieved. Off track actions are either outside Council's control or require priority intervention, as indicated in the action comments.

Off track Action	Target / Percent complete	Comment
1.2.2.13 Prepare a Structure Plan for the Chelsea Activity Centre	75% / 50%	The project has been delayed due to the level crossing removal works and the COVID-19 pandemic, with the draft Structure Plan now expected to be presented to Council in mid-2021.  Council's decision to support the Level Crossing Removal Project in delivering the Chelsea Bridge will be an important catalyst in facilitating a key link through the Chelsea Activity Centre.
1.3.1.9 Footpath renewal program	75% / 50%	End of quarter expenditure, at \$235k, is behind original forecasting. However, a further \$448k of contractually committed works are to be completed by the end of June 2021.  The footpath program is behind schedule due to the part-time roles for engineering students, who prepare the footpath designs, being put on hold during the height of the COVID-19 restrictions in 2020.  Projects completed to date include Nepean Highway, Moorabbin; the shared path in Old Dandenong Road, Heatherton; Ben Kavanagh Reserve and a section of the Long Beach Trail.
1.3.1.21 Develop a strategy to reduce pollutants in Mordialloc Creek that defines the roles and responsibilities of	60% / 30%	Development of the strategy is currently on hold pending the following two projects that need to be completed first: <ul style="list-style-type: none"> <li>• By the end of 2021, councils in the Lower Dandenong Creek catchment will identify strategic actions to prevent litter entering the catchment and, hence, Mordialloc Creek.</li> </ul>




Off track Action	Target / Percent complete	Comment
key stakeholder organisations and provides an opportunity for the community to report pollution		<ul style="list-style-type: none"> <li>• Completion of the new Kingston-wide 'Integrated Water Cycle Strategy' in early 2022. This will incorporate a review of future infrastructure needs and maintenance practices associated with litter management impacting on key waterways.</li> </ul> <p>Several items within the Council Notice of Motion No. 29/2019 have been completed, including liaising with Victorian Government departments to reduce the amount of litter and silt that is flowing into Mordialloc Creek.</p>
1.3.3.10 Acquire the land 2-8 Balcombe Rd Mentone from VicRoads to develop open space	100% / 20%	<p>Council's solicitor was advised by the Victorian Government Solicitor's Office (VGSO) that a revised vendor's statement and contract from VicRoads would be provided.</p> <p>The revised vendor's statement has not yet been received from VicRoads. Council's solicitor is following up with the VGSO.</p>
2.1.2.3 Plan and build Kingston's water quality and reuse master plan using developer contributions to harvest stormwater to irrigate sports fields	70% / 30%	<p>Approximately \$1.2 million is available from the developer in-lieu contribution fund to implement Council's storm water treatment and reuse projects. The objective for this financial year is to identify which reserves should advance to the detailed design stage.</p> <p>The top seven locations have been ranked using a weighted criteria matrix. Confirmation of the top three proceeding to detailed design is dependent on:</p> <ol style="list-style-type: none"> <li>1. Confirmation of the Victorian Government's plans to construct an alternative recycled pipeline system from the Eastern Sewerage Treatment Plant. This will influence Chadwick Reserve and Bon Beach Sports Reserve.</li> <li>2. The success of trialling a new approach at Keeley Park, requiring a smaller treatment footprint, that is scheduled for construction by the of 2021. This will influence the viability of the harvesting solution at Moorabbin Reserve and Bricker Reserve.</li> </ol> <p>This project is currently on hold, pending the Victorian Government's decision on the alternative recycled pipeline system.</p>
2.2.1.2 Identify opportunities to expedite the Chain of Parks Project by delivering a range of passive and active recreational activities in the Green Wedge	75% / 50%	<p>In 2019, the Victorian Government committed funding to the implementation of the Chain of Parks, with the Chain of Parks Trail plans adopted by Council in March 2020.</p> <p>This action has been delayed due to the proposed stabling yards associated with the Suburban Rail Loop on the Delta site.</p>
2.3.2.5 Establish a social and cultural path on Beach Road, that	75% / 50%	<p>Fabrication of Deb McNaughton's 'Rainbow Sculpture' artwork, as part of the Bay Trail Public Art Project has commenced.</p>

Off track Action	Target / Percent complete	Comment
recognises and celebrates local history, indigenous community, arts as well as social causes championed by Kingston and its community.		<p>The project has been delayed due to the need to find a suitable location for the work, that abides by the Department of Environment, Land, Water and Planning's (DELWP) new 'Siting and Design Guidelines' for coastal projects.</p> <p>A report will be presented to Councillors in May 2021, for endorsement of the proposed site for the artwork. Once the site has been endorsed by Council, installation of the artwork can begin.</p>
2.5.3.5 Develop the Le Page Reserve Masterplan	75% / 15%	Consultation activities were curtailed due to COVID-19 but are planned to resume in mid-2021.
4.3.2.6 LF Payne Masterplan	70% / 40%	<p>An architectural consultant and a community engagement firm have been engaged to commence the community engagement required to inform the masterplan for the design and use of the facility.</p> <p>The project was delayed due to COVID-19 restrictions in 2020.</p>
4.5.3.4 Build a Community Resilience education program (across Council and the community) to improve mitigation, response and recovery during and after an emergency situation	75% / 30%	<p>Progress on the education program has been delayed significantly by the COVID-19 pandemic. However, with the formation of Kingston's Municipal Emergency Management Planning Committee earlier this year, initiatives have commenced to address community education and resilience.</p> <p>These include a communications calendar to alert the community to seasonal and other dangers throughout the year. Training courses are planned for Council's Municipal Emergency Management Officers, Municipal Recovery Managers, and 'surge' relief/recovery staff. In addition, a training register has been developed.</p>
5.4.2.2 Develop asset management plans for Council assets, including the establishing of acceptable levels of service in terms of quality, quantity, reliability, cost and responsiveness	50% / 25%	<p>The Local Government Act 2020 requires a 10- year Corporate Asset Plan to be adopted by June 2022. Progress is currently behind schedule due to limited resourcing, however, additional resources have been budgeted for 2021/22, to get back on track.</p> <p>Key outcomes for 2020/21 are to review and update the Asset Management Plans for transport, stormwater and community facilities by the end of June, based on asset renewal requirements and current service standards.</p> <p>Corporate Planning and Council Vision strategic objectives are to be developed through community consultation during April to September. The strategic outcomes from these plans, where they relate to assets and service levels, will then be reflected in asset management plans and the Corporate Asset Plan for adoption by June 2022.</p>

**2.4 Performance indicators progress**

Of the 32 performance indicators in the report, 53.1% (17 indicators) are on track, with 18.8% (six indicators) being monitored. A further 28.1% (9 indicators) are off track, as shown below.

**Definition of performance indicator progress**

Status	Progress
<b>On track</b> 	The result is at, or better than, target for the period.
<b>Monitor</b> 	The result is under target for the period but within the variance set for the indicator.
<b>Off track</b> 	The result is below both the target and variance for the period.

Off Track Indicator	Council Plan Goal Target / Result	Comment
Number of planning decisions made	1  828.00 / 670.00	This is a year-to-date result, which was affected by the cumulative drop in applications during the peak of the COVID-19 lockdowns last year and, more recently, staff resourcing.
Capital Works budget spent compared to forecast (Quarterly)	1  68.10% / 56.96%	End of quarter expenditure at \$37.2m is \$7.9m behind forecasting, which is equivalent to approximately six weeks program delivery. The main contributing projects are building construction that experienced delays during COVID-19 restrictions.  However, these projects, while delayed, are largely to be completed within 2020/21.
Missed bins – domestic (garbage, recycling & green waste) YTD	2  3,150.00 / 5,058.00	The January period saw a normal seasonal increase related to the number of public holidays. Because we can't obtain separate data, the number of bins recorded as 'missed' for the year-to-date includes a high percentage that were not put out in time for collection. Council's contractor usually returns for any missed bin on the same day, if the resident reports it.
Number of community transport passenger trips	3  18,000.00 / 7,197.00	Community transport usage was strongly affected by the COVID-19 pandemic. Usage is slowly improving; however, it is still well under the target for the year-to-date.
Attendance at Council-run festivals and civic events including citizenship	3  42,500.00 / 3,144.00	Mordi Fest was not held this year, so attendances are below target for the year-to-date.  Other, smaller, events were held including Australia Day, Dingley Village Library opening, Depot opening, a Council Civic Function, and a Citizenship Ceremony.
Leisure Centre – number of visits	3  407,830.00 / 194,061.00	COVID-19 restrictions have eased, allowing an increase in patronage throughout the Centre. However, we are still under the year-to-date target, due to earlier restrictions.

Off Track Indicator	Council Plan Goal Target / Result	Comment
Health Services - Inspections of registered premises	4 1,345.00 / 983.00	The number of year-to-date inspections is under target due to the effect of COVID-19 restrictions on onsite visits in 2020. A staff vacancy also affected the result, and this will be filled shortly.
Rates revenue received as a percentage of rates outstanding	5 80.00% / 76.92%	Payment deferrals and payment plan arrangements by ratepayers (many COVID-related) mean that some rates collections are being deferred to the end of June 2021.
Customer Care telephone calls answered within 30 seconds (YTD)	5 80.00% / 58.94%	This year-to-date result was affected by staff resourcing in quarter three. In that period, we received 32,253 calls, with 26,856 answered, and 5,396 calls ended before being answered.

### 3. Quarterly Financial Statements

Council has a favourable year to date variance of \$8.3M from an Income Statement perspective, and Council's cash position remains sound. Results will continue to be monitored to the end of the financial year. The Quarterly Financial Statements for March 2021 are attached.

### 4. Conclusion

Council's performance achievement for the January to March quarter is largely on track, or within an acceptable variance, though some projects and services continue to experience the effects of last year's COVID-19 restrictions.

### Appendices

Appendix 1 - Kingston Performance Report - January to March, 2020-21 (Ref 21/89458)



Appendix 2 - Quarterly Financial Statements Report March 2021 (Ref 21/88291)



Author/s: Annette Forde, Senior Corporate Planning and Performance Officer

Reviewed and Approved By: Ange Marshall, Manager Finance and Corporate Performance  
Tony Ljaskevic, General Manager Corporate Services

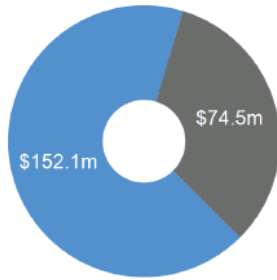
# 11.3

## KINGSTON PERFORMANCE REPORT, JANUARY TO MARCH 2021 AND QUARTERLY FINANCIAL STATEMENTS REPORT, MARCH 2021

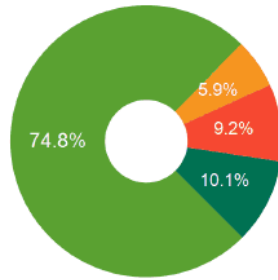
1	Kingston Performance Report - January to March, 2020-21....	279
2	Quarterly Financial Statements Report March 2021 .....	325

# Kingston Performance Report

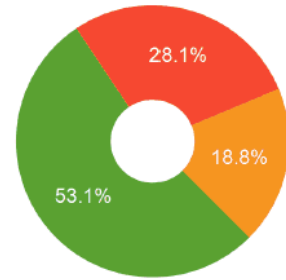
JANUARY - MARCH 2021



Expenditure



Actions



Performance Indicators

- BUDGET SPENT
- BUDGET REMAINING
- COMPLETE
- ON TRACK
- MONITOR
- OFF TRACK


## Annual Service Highlights *previous financial year*

<p><b>13,745</b></p> <p>Total volunteer hours</p>	<p><b>19,334</b></p> <p>Questions answered by Kingston's Chatbot</p>	<p><b>165,782</b></p> <p>Municipal population</p>
<p><b>6,414,985</b></p> <p>Bin lifts</p>	<p><b>1,847</b></p> <p>Babies born in Kingston</p>	<p><b>\$207 million</b></p> <p>Annual Council operating expenditure 2019/20</p>




# Legend

## Actions

- 


**complete**

100% of the target for the year has been achieved.
- 

**on track**


80% -100% of the target for the quarter has been achieved.

Includes ongoing and closed actions. Ongoing refers to core service delivery actions that do not end after a certain timeframe.

Closed actions have been merged with other actions, or the direction has changed.
- 

**monitor**

70% - 79% of the target for the quarter has been achieved.


Mostly on track but requires monitoring and improvements need to be made, as indicated in the action comments.
- 

**off track**


Less than 70% of the target for the quarter has been achieved.

Off-track actions are either outside Council's control or require priority intervention, as indicated in the action comments.


## Indicators

- 

**on track**

The result is at, or better than, the target for the period.
- 

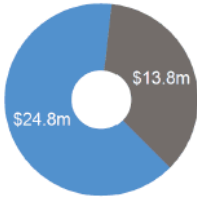
**monitor**

The result is under target for the period but within the variance set for the indicator.
- 

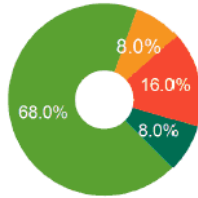
**off track**

The result is below both the target and the variance for the period.

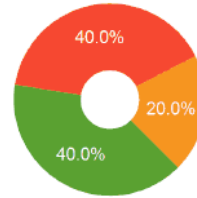
# 1 Our well-planned, liveable city supported by infrastructure to meet future needs



Expenditure



Actions



Performance Indicators

- BUDGET SPENT
- BUDGET REMAINING
- COMPLETE
- ON TRACK
- MONITOR
- OFF TRACK

## Annual Service Highlights *previous financial year*

<p><b>836 km</b></p> <p>Storm water drains maintained</p>	<p><b>950</b></p> <p>New planning applications received</p>	<p><b>8 km</b></p> <p>Kilometres of footpath renewed</p>
<p><b>254</b></p> <p>Buildings and public toilets maintained daily</p>	<p><b>709</b></p> <p>Asset protection permits issued</p>	<p><b>\$456 million</b></p> <p>Approximate value of development</p>

## Our Services



HOME

- Building permits
- Planning permits
- Urban land use policy & planning



LIFESTYLE

- Maintenance & development of Council's buildings



ENVIRONMENT

- Drain maintenance
- Manage Council's property portfolio
- Planning & design for community assets




TRAVEL




- Footpaths, bicycle paths & road maintenance


## Our well-planned, liveable city supported by infrastructure to meet future needs

### 1.1. Intergenerational land use planning for a sustainable community


INDICATOR	COMMENT	FULL YEAR TARGET	TARGET	RESULT	STATUS
<b>Number of planning application decisions made</b>	This is a year-to-date result, which was affected by the cumulative drop in applications during the peak of the COVID-19 lockdowns last year and, more recently, staff resourcing.	1,104.00	828.00	670.00	 <b>off track</b>


ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>1.1.1.2 Develop the Kingston Housing and Neighbourhood Character strategy using innovative engagement methods</b>	<p>There was great community interest in the project to date with 1,603 submissions and 605 surveys received in mid-2019. A range of consultation methods have been utilised through the project including drop in sessions, a community panel, public meetings, surveys, mail outs and social media.</p> <p>A final version of the Housing Strategy and Neighbourhood Character Study was adopted by Council in August 2020. Officers are currently discussing the changes required with Ethos Urban and the Department of Environment, Land, Water and Planning. A further update in relation to implementation of the resolution will be provided to Council in early 2021.</p> <p>Further consultation will be undertaken as part of the formal exhibition of a Planning Scheme Amendment required to implement the work.</p>	75%	80%	 <b>on track</b>
<b>1.1.1.5 Develop an Affordable Housing Implementation Plan to work with State Government, Housing Associations and developers to increase the availability of affordable housing</b>	<p>This action was completed in July 2020.</p> <p>The Social and Affordable Housing Strategy was adopted by Council in July 2020.</p>	100%	100%	 <b>complete</b>
<b>1.1.1.6 Review planning mechanisms and local planning policy and legislation to proactively contribute to increase the supply of social and affordable housing in Kingston</b>	<p>The Social and Affordable Housing Strategy was adopted by Council in July 2020. This strategy outlines a range of planning policy and legislative interventions to aid in the delivery of Social and Affordable Housing.</p> <p>Officers are also participating in the South East Local Government Homelessness and Social Housing Working Group and Inter Council Affordable Housing Forum. The scope of this includes consideration of statutory improvements and advocacy to the Victorian Government on the provision of inclusionary zoning.</p>	75%	85%	 <b>on track</b>
<b>1.1.1.7 Prepare a draft Kingston Social and Affordable Housing Policy to sit alongside Council's Housing Strategy</b>	<p>This action was completed in July 2020.</p> <p>The Social and Affordable Housing Strategy was adopted by Council in July 2020. This strategy outlines a range of planning policy and legislative interventions to aid in the delivery of Social and Affordable Housing.</p>	100%	100%	 <b>complete</b>





ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>1.1.1.10 Implement the new residential zones in accordance with the Practice Notes</b>	<p>A final version of the Housing Strategy and Neighbourhood Character Study was adopted by Council in August 2020. Officers are currently discussing the changes required with Ethos Urban and the Department of Environment, Land, Water and Planning.</p> <p>A further update in relation to implementation of the resolution will be provided to Council in early 2021. This will include an update on the timing and content of the formal exhibition of a Planning Scheme Amendment required to implement the work.</p>	75%	80%	 on track
<b>1.1.2.1 Participate in forums in the southern region to influence strategic planning for infrastructure, employment and housing investment</b>	<p>The Victorian Government is developing a Southern Metropolitan Region Land Use Framework Plan to accord with an action from Plan Melbourne. Officers from the region have reinforced to the Department of Environment, Land, Water and Planning the importance of developing a process for engagement with the incoming councils on the progress of this work, prior to the formulation of a draft plan for broader engagement. A draft is expected shortly.</p> <p>Council also continues to participate in the Greater South East Melbourne Group which is developing a City Deal proposal for Commonwealth and Victorian Government consideration.</p> <p>Officers are also actively engaged in the Southern Region Homelessness and Social Housing Charter Reference Group. This group provides a regional platform for advocacy and delivery of social and affordable housing.</p>	75%	75%	 on track
<b>1.1.2.2 Capitalise on the opportunities for Kingston presented in the Monash National Employment and Innovation Cluster planning</b>	<p>On 18 November 2020 the VPA advised Council that it will now close the Clayton Business Park Project. The release of the Melbourne Industrial and Commercial Land Use Plan (MICALUP) materially influenced planning for Clayton Business Park and identified the site as a Regionally-Significant Industrial Precinct. Goodman have advised the VPA it does not intend to proceed with any redevelopment plans at this time.</p> <p>The project has been delayed as a result of the Victorian Government's release of the Melbourne Industrial and Commercial Land Use Plan. Officers are awaiting further direction from the Department of Environment, Water, Land and Planning and the Victorian Planning Authority as to the implications of this work for the project.</p> <p>Council continues to work with the Victorian Planning Authority and landowner Goodman Group Australia on a proposed planning scheme amendment to rezone the Clayton Business Park site in the Monash National Employment and Innovation Cluster.</p>	75%	closed	 on track



ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>1.1.3.2 Develop strategies and undertake required Planning Scheme Amendments in areas including stormwater quality, public open space provision and potentially contaminated land</b>	<p>Amendments in relation to public open space and stormwater quality were approved by the Minister for Planning and came into effect on 26 April 2018 and 31 May 2018 respectively.</p> <p>Following extensive research and background analysis, a list of potentially contaminated sites which would form a Stage 1 Planning Scheme Amendment has been prepared and is currently the subject of legal review. This proposed amendment is expected to be presented to Council in mid-2021.</p>	75%	75%	 <b>on track</b>

## 1.2. Effectively influence the urban and architectural design of the City



INDICATOR	COMMENT	FULL YEAR TARGET	TARGET	RESULT	STATUS
<b>Time taken to decide planning applications (financial year to date)</b>	This is a measure of total sequential days taken to complete an application (i.e. with no 'clock stopping').	85.00 Days	85.00 Days	85.00 Days	 on track



<b>Planning applications decided within required timeframes</b>	The result is slightly under target due to staff being on leave and some vacancies. Recruitment is underway to fill the vacant positions.	75.00%	75.00%	67.01%	 monitor
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ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>1.2.1.2 Embrace the opportunities presented through 'City Shaping' infrastructure projects (e.g. Level Crossing Removal Work) to plan for innovative new community meeting spaces</b>	<p>Works are near completion on the open space at 245-247 Charman Road, which is part of the Level Crossing Removal Project (LXRP).</p> <p>Officers are working with the LXRP on the detailed design plans for the Chelsea Pedestrian Bridge.</p> <p>Officers are participating in technical reference groups for the Suburban Rail Loop project and consultants will be appointed shortly to assist with Council's response to the Environmental Effects Statement for the project.</p>	75%	75%	 on track
<b>1.2.1.3 Implement the updated Neighbourhood Character Guidelines following the completion of its Housing and Neighbourhood Character work</b>	<p>A final version of the Housing Strategy and Neighbourhood Character Study was adopted by Council in August 2020. Officers are currently discussing the changes required by the resolution with Ethos Urban and the Department of Environment, Land, Water and Planning.</p> <p>A further update in relation to implementation of the resolution will be provided to Council in early 2021. This will include an update on the timing and content of the formal exhibition of a Planning Scheme Amendment required to implement the work.</p>	80%	80%	 on track
<b>1.2.2.1 Provide an integrated development approvals (planning and building applications) service to meet the needs of residents and businesses</b>	<p>Kingston is continuing to trial a 4-month program, through VicSmart, for Dual Occupancy developments. Strong criteria are set around the developments and, if applications meet the criteria, they can be approved in 10 days. Information for participants is available on Council's website.</p> <p>We have developed a referral system for VicSmart applications to ensure the applications can be processed, and a decision made, within 10 working days. Currently, Council's vegetation department is trialling the system and it has shown a positive effect on turnaround times.</p>	75%	75%	 on track
<b>1.2.2.3 Continually review opportunities to enhance the ability of our customers to understand the planning process and access relevant information</b>	An online booking system for the community to make counter appointments with Planning Officers went live in January 2021. We now have an average of 3-4 appointments made this way each week and are looking at expanding the service to other areas in the City Development department later in the year.	75%	77%	 on track





ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>1.2.2.4 Maintain a proactive relationship with representatives of the construction industry when undertaking works in the municipality</b>	<p>This is an ongoing action which is managed by Council's Planning Compliance and Construction Liaison Officers. Construction Liaison Officers are continuing to meet with builders to highlight the importance of compliance with Construction Management Plan requirements. Council's planning officers also assist by including construction management plan conditions on planning permits where appropriate.</p> <p>These relationships were particularly important during the lock downs caused by the COVID-19 pandemic, and remain important as Victoria begins to find its new 'COVID-19 normal'.</p>	75%	75%	 <b>on track</b>
<b>1.2.2.13 Prepare a Structure Plan for the Chelsea Activity Centre</b>	<p>The project has been delayed due to the level crossing removal works and the COVID-19 pandemic, with the draft Structure Plan now expected to be presented to Council in mid-2021.</p> <p>Council's decision to support the Level Crossing Removal Project in delivering the Chelsea Bridge will be an important catalyst in facilitating a key link through the Chelsea Activity Centre.</p>	75%	50%	 <b>off track</b>

## 1.3. Infrastructure and property investment for a functional city now and into the future

INDICATOR	COMMENT	FULL YEAR TARGET	TARGET	RESULT	STATUS
<b>Sealed local roads maintained to condition standards</b>	A full road condition survey is undertaken on a three-yearly cycle and will be consolidated in mid-2021. The annual asphalt resealing program commenced in November and will continue through to late autumn.	98.00%	98.00%	98.64%	 on track
<b>Capital Works budget spent compared to forecast (Quarterly)</b>	End of quarter expenditure at \$37.2m is \$7.9m behind forecasting, which is equivalent to approximately six weeks program delivery. The main contributing projects are building construction that experienced delays during COVID-19 restrictions. However, these projects, while delayed, are largely to be completed within 2020/21.	100.00%	68.10%	56.96%	 off track

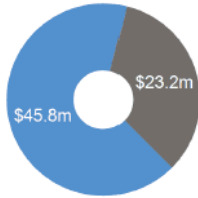
ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>1.3.1.4 Plan and facilitate the mechanisms to secure the required infrastructure to support key, large scale development projects (Clayton Business Park, etc.)</b>	<p>Investigation to determine the infrastructure required for large-scale developments is continuing. This includes consideration of Section 173 Agreements and/or an Infrastructure Contributions Plan.</p> <p>Officers have commenced engagement with Development Victoria on the future redevelopment of the Highbury Gasworks site. Early discussions have focused on the provision of appropriate community infrastructure and open space contributions.</p>	75%	75%	 on track
<b>1.3.1.7 Plan and build drainage upgrades to reduce local and major flooding</b>	<p>The 2020/21 capital works program includes the delivery of \$4.3 million for drainage improvements and this work is well on track. All of the larger drainage projects are either already constructed, including Biscop Road in Moorabbin (\$0.5M), Peace Road in Clayton South (\$0.4M) and Ben Kavanagh Reserve in Mordialloc (\$0.3M), or are in progress, such as Wandoo Avenue in Clarinda (\$0.5M).</p> <p>Planning is underway for several significant projects that are scheduled to be delivered in future years, including major drainage improvements in the streets around the northern parts of Edithvale, around Embankment Grove in Chelsea and through the Bonbeach Sports Reserve.</p>	75%	75%	 on track



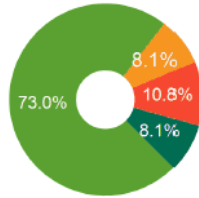
ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>1.3.1.9 Footpath renewal program</b>	<p>End of quarter expenditure, at \$235k, is behind original forecasting. However, a further \$448k of contractually committed works are to be completed by the end of June 2021.</p> <p>The footpath program is behind schedule due to the part-time roles for engineering students, who prepare the footpath designs, being put on hold during the height of the COVID-19 restrictions in 2020.</p> <p>Projects completed to date include Nepean Highway, Moorabbin; the shared path in Old Dandenong Road, Heatherton; Ben Kavanagh Reserve and a section of the Long Beach Trail.</p>	75%	50%	 <b>off track</b>
<b>1.3.1.10 Road Renewal - Resurfacing Program</b>	<p>Approximately \$721k of the \$1.3m road resurfacing program has been completed. There have been some delays with contractor availability for repairs to kerb and channel. The remaining \$550k is to be programmed before the end of June 2021.</p>	70%	55%	 <b>monitor</b>
<b>1.3.1.11 Road - Reconstruction Program</b>	<p>At end of the quarter, the road reconstruction program has \$3.6m expenditure of its \$3.9m allocation. Road reconstruction projects in Chelsea Road, Tarella Road and Kangaroo Road, Chelsea are complete.</p>	70%	92%	 <b>on track</b>
<b>1.3.1.12 Flood Mitigation Drainage Program</b>	<p>The flood mitigation drainage upgrade program is in progress with \$2.3m expenditure of its \$4.3m allocation. There is presently a further \$2.3m in contractual commitments.</p> <p>Drainage works are complete at Biscop Rd, Moorabbin; Ben Kavanagh Reserve, Mordialloc; Catherine Avenue, Chelsea; Elder Street Reserve, Clarinda; Dolamore Reserve, Parkdale; and Wandoo Avenue, Melaeuca Drive, and Boree Avenue, Clarinda.</p> <p>Projects are currently underway in Mordialloc, Edithvale, Chelsea Heights, Dingley Village, Moorabbin, Clarinda, Clayton South, and Oakleigh South.</p> <p>The annual program has been delayed due to contractors being unavailable, and several projects started unavoidably late due to COVID-19 restrictions in 2020.</p>	75%	54%	 <b>monitor</b>

ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>1.3.1.21 Develop a strategy to reduce pollutants in Mordialloc Creek that defines the roles and responsibilities of key stakeholder organisations and provides an opportunity for the community to report pollution</b>	<p>Development of the strategy is currently on hold pending the following two projects that need to be completed first:</p> <p>By the end of 2021, councils in the Lower Dandenong Creek catchment will identify strategic actions to prevent litter entering the catchment and, hence, Mordialloc Creek.</p> <p>Completion of the new Kingston-wide 'Integrated Water Cycle Strategy' in early 2022. This will incorporate a review of future infrastructure needs and maintenance practices associated with litter management impacting on key waterways.</p> <p>Several items within the Council Notice of Motion No. 29/2019 have been completed, including liaising with Victorian Government departments to reduce the amount of litter and silt that is flowing into Mordialloc Creek.</p>	60%	30%	 <b>off track</b>
<b>1.3.2.2 Work with VicRoads on key strategic road considerations including the Westall Bypass, Mordialloc Bypass and South Road Study</b>	<p>The Mordialloc Freeway is currently being constructed. There has been no major impact on local residents from the works.</p> <p>VicRoads has provided reference designs for Council comment. Council has major concerns about the design of the Taylor Street and South Road intersection and has invited the Department of Transport to discuss the design further.</p> <p>There has been little progress on the Westall Bypass, with no commitment from the Victorian Government yet, despite several other arterial road extensions and upgrades being announced elsewhere.</p>	30%	50%	 <b>on track</b>
<b>1.3.2.6 Engage with relevant state authorities and other councils with the concept development of a suburban rail loop</b>	<p>Council adopted the final Suburban Rail Loop Advocacy document on the 24 August, 2020.</p> <p>Advocacy work to State authorities is now being undertaken.</p>	75%	72%	 <b>on track</b>
<b>1.3.3.9 Continue to work with the LXRA in creating land access, lease or maintenance agreements for assets on State Government land that Council will own and/or maintain</b>	<p>Ongoing discussions have been held with the Level Crossing Removal Authority (LXRA) as follows:</p> <ol style="list-style-type: none"> <li>1. LXRA is proposing a multi-storey carpark at Cheltenham Rail station which will require a small section of Council's adjoining land. Discussions are on-going, with Council proposing a ground lease to LXRA.</li> <li>2. Station St Aspendale to Carrum - Council is granting a lease to VicTrack for underground cabling supporting the rail corridor works.</li> <li>3. Nepean Highway, Carrum - LXRA is transferring land to Council to be used as public open space, complemented with a cafe.</li> </ol>	75%	60%	 <b>on track</b>
<b>1.3.3.10 Acquire the land 2-8 Balcombe Rd Mentone from VicRoads to develop open space</b>	<p>Council's solicitor was advised by the Victorian Government Solicitor's Office (VGSO) that a revised vendor's statement and contract from VicRoads would be provided.</p> <p>The revised vendor's statement has not yet been received from VicRoads. Council's solicitor is following up with the VGSO.</p>	100%	20%	 <b>off track</b>

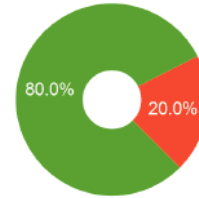
# 2 Our sustainable green environment with accessible open spaces



Expenditure



Actions



Performance Indicators

- BUDGET SPENT
- BUDGET REMAINING
- COMPLETE
- ON TRACK
- MONITOR
- OFF TRACK

## Annual Service Highlights *previous financial year*

<p><b>81,000</b></p> <p>Street and park trees maintained by Kingston</p>	<p><b>21%</b></p> <p>Percentage of recycled water used across all parks and reserves</p>	<p><b>367</b></p> <p>Parks and reserves maintained</p>
<p><b>32,468 T</b></p> <p>Kerbside collection waste diverted from landfill annually</p>	<p><b>13 km</b></p> <p>Foreshore maintained</p>	<p><b>709 T</b></p> <p>Beach litter collected</p>

### Our Services



- Waste collection

HOME



- Sports & recreation

LIFESTYLE







- Foreshore management & maintenance
- Maintaining parks, sports grounds & streetscapes
- Parks & sports ground master plan projects
- Stormwater management
- Sustainable environmental management

ENVIRONMENT


## Our sustainable green environment with accessible open spaces

### 2.1. Environmental resilience and sustainability

INDICATOR	COMMENT	FULL YEAR TARGET	TARGET	RESULT	STATUS
<b>Missed bins - domestic (garbage, recycling &amp; green waste) YTD</b>	The January period saw a normal seasonal increase related to the number of public holidays. Because we can't obtain separate data, the number of bins recorded as 'missed' for the year-to-date includes a high percentage that were not put out in time for collection. Council's contractor usually returns for any missed bin on the same day, if the resident reports it.	4,200.00	3,150.00	5,058.00	 <b>off track</b>
<b>Kerbside collection waste diverted from landfill</b>	The overall diversion from landfill is largely due to the increase in organics volumes since food waste recycling was introduced.	50.00%	50.00%	57.85%	 <b>on track</b>





ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>2.1.1.5 Promote education programs such as community sustainability workshops, schools' sustainability leadership program and Big Green School festivals</b>	Workshops and events held this quarter included: Clean Up Australia Day, a webinar on creating a water sensitive urban garden, and consultation for Kingston's Climate and Ecological Emergency Response Plan.  The OurPlace eNewsletter continues to get good readership.	75%	75%	 <b>on track</b>
<b>2.1.1.11 Work with partner councils, as per the Memorandum of Understanding, in delivery of the Elster Creek Catchment Flood Management plan 2019 - 2024</b>	Council endorsed the 2019 - 2024 Elster Creek Flood Management Plan on 26 August 2019 and the Memorandum of Understanding was signed by Kingston's CEO in early May 2020.  Kingston has responsibility for one action, related to an Asset Vulnerability Assessment project being undertaken across the region, which is progressing well.  The Terms of Reference for the Community Advisory Panel have now been released, and recruits are actively being sought.	75%	75%	 <b>on track</b>







ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>2.1.2.1 Review Kingston's Integrated Water Cycle Strategy stormwater treatment and reuse targets and consider opportunities for Council and the community to use water in a smarter way</b>	<p>The Department of Environment Land Water and Planning is leading the development of a Dandenong Catchment Integrated Water Management Plan which will provide valuable data and information to inform Kingston's integrated water management planning.</p> <p>Consequently, Kingston is taking the timing of the Dandenong Catchment Plan development into account in the planning process for Kingston's Integrated Water Cycle Strategy review.</p> <p>Officers have progressed the review by undertaking several background audits and assessments of existing infrastructure and processes to inform the review.</p> <p>Officers have begun working with Melbourne Water and other stakeholders on a Lower Dandenong Creek Litter project, which aims to collaboratively address litter problems often occurring in Kingston but originating higher up the catchment.</p>	75%	67%	 <b>on track</b>
<b>2.1.2.3 Plan and build Kingston's water quality and reuse master plan using developer contributions to harvest stormwater to irrigate sports fields</b>	<p>Approximately \$1.2 million is available from the developer in-lieu contribution fund to implement Council's storm water treatment and reuse projects. The objective for this financial year is to identify which reserves should advance to the detailed design stage.</p> <p>The top seven locations have been ranked using a weighted criteria matrix. Confirmation of the top three proceeding to detailed design is dependent on:</p> <p>(1) Confirmation of the Victorian Government's plans to construct an alternative recycled pipeline system from the Eastern Sewerage Treatment Plant. This will influence Chadwick Reserve and Bon Beach Sports Reserve.</p> <p>(2) The success of trialling a new approach at Keeley Park, requiring a smaller treatment footprint, that is scheduled for construction by the of 2021. This will influence the viability of the harvesting solution at Moorabbin Reserve and Bricker Reserve.</p> <p>This project is currently on hold, pending the Victorian Government's decision on the alternative recycled pipeline system.</p>	70%	30%	 <b>off track</b>
<b>2.1.3.1 Improve the economic recovery of waste and reduce reliance on landfill for waste generated by Council.</b>	<p>Officers have participated in the establishment of a new collaborative landfill services contract which commenced on 1 April 2021, following a rigorous tender process.</p> <p>The Advanced Waste Processing project, to provide Council with an alternative garbage disposal option for putrescible waste, is also progressing .</p>	75%	75%	 <b>on track</b>

ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>2.1.3.2 Develop strategies to ensure that Council's waste management practices are responsive to the changing ways in which people live and work within the municipality</b>	<p>A new public litter bin tender has been advertised. It will provide a greater emphasis on electronic reporting outcomes, while maintaining contemporary bin clearing technologies.</p> <p>Council recently hosted a Sustainability Victoria 'Detox Your home' event at Parkdale Hub for residents to dispose of unwanted household chemicals.</p> <p>New graphics have been developed for bin inspection programs and also new signage warning against rubbish dumping.</p>	75%	75%	 <b>on track</b>

## 2.2. Greening Kingston and place making






INDICATOR	COMMENT	FULL YEAR TARGET	TARGET	RESULT	STATUS
<b>Urban forest is safer because of programmed Tree Maintenance Services</b>	The maintenance and compliance to the agreed programs continue to track well in comparison to agreed standards and requirements.	90.00%	90.00%	92.64%	 on track

ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>2.2.1.1 Work with landowners in the Green Wedge to encourage alternate land use activities where uses are incompatible with the Green Wedge Plan</b>	<p>Continued compliance auditing is being undertaken to provide up to date information on activities within the Green Wedge and respond where necessary.</p> <p>Because of Council's approach in proactively inspecting Green Wedge sites and initiating action where necessary, several instances of illegal use have been identified and addressed during the year - either by issuing an official warning notice or assisting to apply for a permit for an approved use.</p> <p>A report was presented to Council in September 2020, outlining Council's recent work in exploring compliance issues in the Kingston Green Wedge.</p>	75%	75%	 on track
<b>2.2.1.2 Identify opportunities to expedite the Chain of Parks Project by delivering a range of passive and active recreational activities in the Green Wedge</b>	<p>In 2019, the Victorian Government committed funding to the implementation of the Chain of Parks, with the Chain of Parks Trail plans adopted by Council in March 2020.</p> <p>This action has been delayed due to the proposed stabling yards associated with the Suburban Rail Loop on the Delta site.</p>	75%	50%	 off track
<b>2.2.1.4 Complete the transition from landfill and work with land owners on future land uses in the Green Wedge</b>	Council continues to work with land occupiers on the transition of landfill land to parkland (e.g. Victory Road landfill) and delivery of the Chain of Parks trail.	75%	75%	 on track
<b>2.2.1.7 Engage Planisphere to review the existing Green Wedge Plan in line with Ministerial Direction to review after five years, rename to Green Wedge Management Plan and undertake a community consultation process</b>	<p>On 22 March 2021 Council endorsed the draft Kingston Green Wedge Management Plan 2021 for the purpose of community consultation for a 4 week period. The draft report is currently out on public consultation until 6th May all submissions will be reviewed and considered with a final version of the Plan being brought to Council for consideration.</p> <p>A draft of the Green Wedge Management Plan Review prepared by Ethos Urban was presented to Councillors on 7 September 2020. In accordance with feedback received from Councillors during this briefing, a further update and final draft of the report will be provided to Council in early 2021.</p>	75%	75%	 on track


ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>2.2.1.12 Develop a Kingston Agricultural Study that protects a land owner's right to farm by managing the placement and compatibility of other green wedge uses</b>	<p>This action is now completed.</p> <p>The Agricultural Strengthening and Preservation Strategy prepared by RMCG was completed in August 2020. On 22 March 2021 Council endorsed the draft Kingston Green Wedge Management Plan 2021 for the purpose of community consultation and resolved to release the Agricultural Strengthening and Preservation Strategy as a background document to the draft Kingston Green Wedge Management Plan 2021.</p>	75%	100%	 <b>complete</b>
<b>2.2.3.5 Complete the remediation of Heatherton Park</b>	<p>Environmental capping works are complete, with vegetation currently being established.</p> <p>Additional landscaping for stage one is complete with grass cover currently being established. Further site contouring has been approved in the southern area to improve the park and is now dependent on good weather to proceed.</p> <p>Shaping works are recommencing (ground conditions permitting) to enable the remainder of the park to reopen.</p>	100%	75%	 <b>monitor</b>
<b>2.2.4.2 Advocate for green rail and road corridors within Kingston</b>	<p>Council Officers have continued meeting with Level Crossing Removal Project (LXRP) &amp; Southern Projects Alliance (SPA) to ensure compliance to agreed landscape standards along the Frankston line, with a focus on Cheltenham and Mentone.</p> <p>Officers have also provided input to the Suburban Rail Loop project with likely impacts to Sir William Fry Reserve and the Green Wedge.</p>	75%	55%	 <b>monitor</b>
<b>2.2.4.3 Increase the tree planting program across Kingston including street trees, trees in parks and reserves, and green corridors</b>	<p>Tree maintenance has been the key focus over the last 3 months with watering, staking and weed control the main activities. On-ground assessment of proposed additional tree planting sites has been undertaken which will result in an increase in the number of trees planted by the end of June.</p> <p>The Street Tree Planting Plan is now finalised. The key data will assist with planning for planting priority sites from autumn onwards.</p>	50%	70%	 <b>on track</b>
<b>2.2.4.4 Advocate to Parks Victoria for Patterson River beautification works</b>	<p>This action was closed in October 2019.</p> <p>This is because negotiations to undertake beautification works along Patterson River will take place as part of a broader Living Links project.</p>		closed	 <b>on track</b>
<b>2.2.4.5 Prepare a draft plan for community consultation that is supported by Vic Roads and Vic Track that outlines maintaining and enhancing existing plantings along Nepean Hwy</b>	<p>A draft plan has been developed. It will be presented to Council for consideration, prior to release for community consultation.</p>	100%	73%	 <b>monitor</b>



## 2.3. Activating and protecting the foreshore through strategic partnerships


ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>2.3.1.1 Progressively implement the Coastal Management Plan 2014 to protect the foreshore and waters of Port Phillip Bay</b>	<p>This action was completed in August 2020.</p> <p>The Coastal Management Plan 2014 has reached the end of its lifespan. Highlights of the plan included the completion of new boardwalks over several coastal drains, a year-round dog off-leash area at Mentone Beach foreshore, and improvements to several beach drains.</p> <p>A new 5-year Coastal and Marine Management Plan will be developed over the next 12-18 months.</p>	100%	100%	 <b>complete</b>
<b>2.3.1.2 Commence the redevelopment of the Mentone Life Saving Club and Foreshore Precinct</b>	<p>The project is on schedule, with Planning Permit and Department of Environment, Land Water and Planning Coastal Consent now in place. Tenders have been sought and will be reported to Council at its April meeting.</p>	50%	75%	 <b>on track</b>
<b>2.3.1.7 Redevelop the Parkdale Yacht Club</b>	<p>This action was completed in March 2021.</p> <p>Practical completion was achieved on 31 March 2021 and the clubs are currently commencing occupation of the new facility.</p>	100%	100%	 <b>complete</b>
<b>2.3.1.8 Commence refurbishment of the Chelsea Yacht Club</b>	<p>Following approval of both planning permits and DELWP approvals for the project, detailed design work has been completed, tenders sought, and a report is scheduled to be considered by Council at its April 2021 meeting to consider awarding the contract for works. Subject to Council approval, works will commence in early May 2021 and be completed by December 2021.</p>	30%	60%	 <b>on track</b>
<b>2.3.2.1 Investigate and prioritise the removal of stormwater drains on the foreshore to be considered within the Coastal Management Plan list of actions</b>	<p>A high-level feasibility assessment has been completed, which includes a preliminary list of prioritised projects. Further investigations on the higher priority locations will need to be undertaken to inform actions for the next draft of the Coastal Management Plan.</p> <p>Additionally, a concept plan has been prepared for installing a stormwater treatment swale to remove the stormwater drain opposite Wilson Avenue in Aspendale. Community consultation will be undertaken during April and May with works scheduled to commence in September 2021.</p>	70%	65%	 <b>on track</b>
<b>2.3.2.5 Establish a social and cultural path on Beach Road, that recognises and celebrates local history, indigenous community, arts as well as social causes championed by Kingston and its community.</b>	<p>Fabrication of Deb McNaughton's 'Rainbow Sculpture' artwork, as part of the Bay Trail Public Art Project has commenced. The project has been delayed due to the need to find a suitable location for the work, that abides by the Department of Environment, Land, Water and Planning's (DELWP) new 'Siting and Design Guidelines' for coastal projects.</p> <p>A report will be presented to Councillors in May 2021, for endorsement of the proposed site for the artwork. Once the site has been endorsed by Council, installation of the artwork can begin.</p>	75%	50%	 <b>off track</b>

## 2.4. Review and implement the Open Space Strategy to ensure high quality and increased capacity of the open space network







INDICATOR	COMMENT	FULL YEAR TARGET	TARGET	RESULT	STATUS
<b>Standard of park presentation</b>	Growing conditions have been ideal for grass cover and weeds to flourish. Consequently, alternative weed control options, coupled with additional resources, are continuing to be used to reduce weed cover.	90.00%	90.00%	92.11%	 <b>on track</b>






ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>2.4.2.5 Reduce the use of glyphosate as a weed killer in Kingston</b>	<p>Council staff no longer use glyphosate. A social enterprise has been engaged to undertake hand weeding of playgrounds.</p> <p>Council's tree planting and traffic treatment and natural resource area contractors have replaced glyphosate and Melbourne Water is trialling the use of steam for weeding near waterways.</p> <p>The Open Space Mowing contract has been renewed with alternate weed management control measures included.</p> <p>Council is involved in a trial with Deakin University and MAV to test effectiveness, cost and environmental impact of alternatives. A report will be presented to Council during April.</p>	100%	99%	 <b>on track</b>




## 2.5. Provide for a variety of sport and recreation opportunities across Kingston through the Sport and Leisure Strategy

INDICATOR	COMMENT	FULL YEAR TARGET	TARGET	RESULT	STATUS
<b>Number of times sports grounds are closed outside of scheduled maintenance</b>	No sports grounds were closed outside of scheduled maintenance times.	8.00	6.00	0.00	 on track

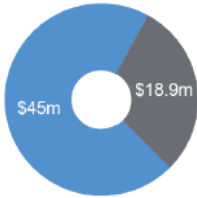
  

ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>2.5.1.2 Continue to invest to increase the capacity of existing sports fields</b>	New sports fields, comprising two ovals (AFL/cricket) and four soccer pitches at the Aspendale Gardens Sports Ground and a new oval (AFL/cricket) at Chadwick Reserve, Dingley and Aspendale Sports Grounds have been delivered to local communities.  Development of the Bonbeach Sport Reserve Master Plan has commenced, following the appointment of consultants. A key focus of this plan will be to improve the condition of Oval No. 5.	75%	75%	 on track
<b>2.5.1.5 Undertake a feasibility study and concepts for a high ball stadium development in Kingston and make provision for implementation in the long term financial plan</b>	A Councillor briefing regarding stadium needs within the City is scheduled for early April 2021.	75%	75%	 on track
<b>2.5.1.8 Undertake a review of all indoor sports court provision throughout Kingston to ensure they meet the current and future needs of residents</b>	A Councillor briefing regarding stadium and aquatics needs within the City is scheduled for early April 2021.	75%	75%	 on track
<b>2.5.1.12 Redevelop Kerr Reserve Pavilion and sports field</b>	The sports fields have been activated and the new modular sports pavilion is planned for installation from September 2021 at the Aspendale Gardens Sports Ground.	75%	75%	 on track
<b>2.5.1.22 Renew Dolamore Athletic Track</b>	Contractors have been appointed to complete the renewal works, with works commencing onsite.  The project will be delivered in two stages, with the track rectification completed in July 2021, and the resurfacing works to be completed in the Spring of 2021.	75%	75%	 on track
<b>2.5.1.23 Redevelop the Chadwick Reserve – Dingley Sports Pavilion</b>	Works have commenced with the development of a new pavilion facility at Chadwick Reserve, Dingley. Construction will be completed by the end of June 2021.	75%	75%	 on track

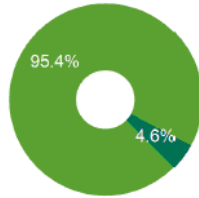
ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>2.5.2.3 Look for opportunities to increase passive recreation through all Master plans</b>	<p>New sport and recreation improvements during Jan and March 2021 include:</p> <ol style="list-style-type: none"> <li>1. Path lighting at the Aspendale Gardens Sports Ground.</li> <li>2. Basketball backboard at Chadwick Reserve, Dingley</li> <li>3. Commencement of playground upgrades at Chadwick Reserve and Le Page Reserve</li> <li>4. New netball (floodlit) courts, pentaque, walking trails and fitness equipment at Ben Kavanagh Reserve, Mordialloc.</li> </ol>	75%	75%	 <b>on track</b>
<b>2.5.3.5 Develop the Le Page Reserve Masterplan</b>	<p>Consultation activities were curtailed due to COVID-19 but are planned to resume in mid-2021.</p>	75%	15%	 <b>off track</b>
<b>2.5.3.6 Work with local sporting clubs and residents to plan and deliver facility improvements at Regents Park</b>	<p>The new maintenance and storage shed has been completed and handed over to the tenant clubs. Planning for the tennis court upgrades and sports pavilion continues.</p>	5%	25%	 <b>on track</b>
<b>2.5.3.7 Continue to implement the Playground Strategy and ensure trees in playgrounds are considered for shade in all playground designs and master plans</b>	<p>All four playgrounds to be constructed this financial year have been designed with trees for shade, in line with Council's Playground Strategy for neighbourhood-level playgrounds.</p> <p>The four playgrounds below have been awarded to contractors for commencement of works. The contractors have advised Council of a delay with the manufacturing of playground equipment due to the Covid-19 pandemic, therefore, the playgrounds will be completed in the new financial year.</p> <ol style="list-style-type: none"> <li>1. Warraweena Road Reserve, Clayton South</li> <li>2. Duggan Street Reserve, Mordialloc</li> <li>3. Amaroo Drive Reserve, Chelsea Heights</li> <li>4. Williams Close Reserve, Dingley Village</li> </ol> <p>A further four playgrounds are being designed for construction next year and these will also have trees for shade. Concept designs for the four playgrounds below have been sent out for community consultation and changes are being made to the designs in accordance with community feedback.</p> <ol style="list-style-type: none"> <li>1. Carinya Ave Reserve, Aspendale</li> <li>2. Mavis Hutter Reserve, Oakleigh South</li> <li>3. The Heath Common, Heatherton</li> <li>4. Kearney Drive Reserve, Aspendale Gardens</li> </ol>	75%	64%	 <b>on track</b>
<b>2.5.3.12 Implement the Moorabbin Reserve master plan</b>	<p>The final stage of the MasterPlan is about to be delivered with imminent completion of the pocket park which will act as a gateway into Moorabbin Reserve, from South Road.</p> <p>It will offer open, green space, include seating and trees to provide shade and a new path through the site will form a connection from South Road to the existing path network in the reserve.</p>	75%	95%	 <b>on track</b>

ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>2.5.3.22 Deliver the GR Bricker Reserve (West) Master Plan</b>	Planning for works, including storage shed, pavilion (concept), car park design and landscape improvements is underway.	75%	75%	 on track
<b>2.5.3.23 Redevelop the Dales Park Pavilion</b>	The sports pavilion is planned for handover to the netball association in May and the new outdoor netball court is planned for completion later in 2021.	75%	70%	 on track
<b>2.5.3.24 Redevelop the Roy Dore Reserve Pavilion</b>	Despite some delays during construction, as a result of COVID-19 restrictions, the project remains on track for completion by April 2021.	100%	90%	 on track

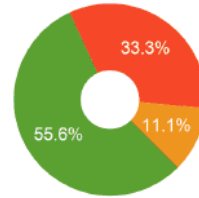
# 3 Our connected, inclusive, healthy and learning community



Expenditure



Actions



Performance Indicators

- BUDGET SPENT
- BUDGET REMAINING
- COMPLETE
- ON TRACK
- MONITOR
- OFF TRACK

## Annual Service Highlights *previous financial year*

<p><b>1,706</b></p> <p>Yearly enrolments in Learn to Swim program</p>	<p><b>610</b></p> <p>Number of community groups supported by Social Development team</p>	<p><b>710,586</b></p> <p>Library loans</p>
<p><b>12,099</b></p> <p>Immunisations administered</p>	<p><b>168,474</b></p> <p>Community care hours delivered to people who are older and/or have a disability</p>	<p><b>700</b></p> <p>Children attending family and children's centres each week on average</p>

### Our Services



- Home maintenance for the elderly & people with disabilities





- Community centres
- Early years childcare & education
- Grants
- Libraries
- School aged childcare programs







- Community development & social planning
- Domestic, personal & respite care for the elderly & people with disabilities
- Maternal & child health & immunisation
- Leisure & aquatic centres
- Volunteering & delivered meals
- Youth services & family support


## Our connected, inclusive, healthy and learning community

### 3.1. Respond to our community's social needs

INDICATOR	COMMENT	FULL YEAR TARGET	TARGET	RESULT	STATUS
<b>Number of community transport passenger trips</b>	Community transport usage was strongly affected by the COVID-19 pandemic. Usage is slowly improving; however, it is still well under the target for the year-to-date.	24,000.00	18,000.00	7,197.00	 off track
<b>People presenting, as new, to the Community Connection Program as homeless or at risk of homelessness</b>	The Community Connection Program continues to support those experiencing, or at risk of, homelessness.	100.00	75.00	36.00	 on track


  





ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>3.1.1.1 Implement the Municipal Public Health and Wellbeing Plan to provide strategic overview for the implementation action plans and strategies that contribute to making Kingston's population healthy and well</b>	Work has commenced on the development and review of Council's Public Health and Wellbeing Plan.	75%	75%	 on track
	We have developed a survey to review and assess the impact of COVID-19, and consider likely priorities with regional counterparts.			
	Health data has been analysed and a Kingston health profile created for the Your Kingston Your Future deliberative panel project.			
	We anticipate a draft Municipal Public Health and Wellbeing Plan will be presented to Council in September 2021.			
<b>3.1.1.2 Update Council's social strategies when due for renewal</b>	This action was closed in July 2019.		closed	 on track
	It is now incorporated in the action 'Implementation of the Council's Municipal Public Health and Wellbeing Plan to provide strategic overview for the implementation action plans and strategies that contribute to making Kingston's population healthy and well'.			
<b>3.1.2.2 Utilise opportunities to reduce the density of poker machines in the municipality</b>	This action was closed in July 2019.		closed	 on track
	It is now incorporated under the Gambling Policy and Action Plan 2014-2019. Social impact assessments will be undertaken as required to assess gaming machine applications in future.			
<b>3.1.2.3 Support Council teams with the implementation of the Child Safe Standards and facilitate the 1-4-year-old reporting frameworks</b>	The new Child Safe Coordinator has commenced and work on a master risk assessment and 14 associated appendices is a priority.	75%	76%	 on track
	The master risk assessment is expected to be completed in April.			

ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>3.1.2.8 Implement the Kingston Prevention of Family Violence Action Plan</b>	<p>The Family Violence Working Group held its 2021 planning session in March, to establish key priorities for the year ahead. Four new Family Violence Staff Support Officers will receive training by May.</p> <p>Progress continues on the new Preventing Family Violence (PFV) Media and Communications Plans for targeted population groups, including consultation with Youth Services and Maternal &amp; Child Health.</p> <p>Councillors received a presentation on the PFV Action Plan and the executive team received an update on the 16 Days of Activism campaign 2020 and Raise It! Program Evaluation. Planning is also underway for the proposed next iteration of the PFV Action Plan, currently in its final year.</p>	75%	65%	 <b>on track</b>







### 3.2. Provide equitable access to services and facilities for all community members, irrespective of background and ability

INDICATOR	COMMENT	FULL YEAR TARGET	TARGET	RESULT	STATUS
<b>Social Development - Officer hours of direct engagement with community groups</b>	Engagement has increased as we continue to support local community groups.	2,500.00	1,876.00	2,430.00	 on track



ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>3.2.2.6 Build public, accessible 'Changing Places' and toilets for people with disabilities at strategic locations and deliver upgrades to existing public toilets</b>	A planning permit for the new Changing Places facility within the Peter Scullin Reserve was awarded in November 2020. Tenders have been sought and a report is schedule to be considered by Council in April, with commencement expected to begin on schedule in May 2021.	40%	75%	 on track
<b>3.2.2.8 Undertake priority works on access to buildings and bathrooms required at Scout and Guide Halls</b>	Currently there are three scopes of works being undertaken at facilities to achieve compliance with the Disability Discrimination Act (DDA) for access to buildings and bathrooms. Cheltenham North and Dingley scout halls - Tenders have been awarded and work commenced on site in quarter one but had to be delayed due to COVID-19 restrictions. Work has now been completed on the above two scopes of works, with the third and final scope currently out to tender, in March 2021.	70%	71%	 on track
<b>3.2.3.3 Support vibrant, well utilised community centres in appropriate locations</b>	Since the relaxation of COVID-19 restrictions, we have been working on bringing back community groups and programs to our Kingston-managed community centres and hubs. Most of the Kingston-supported activities and programs have now returned. Some of the new activities to our centres have been very popular with our local community members.	75%	75%	 on track
<b>3.2.3.9 Transition Youth Services to the former Mordialloc Masonic Hall, with revised services aligned to venue opportunities</b>	This action was completed in September 2020. Following an extensive design and construction process, the Youth Services Team moved into the building in September 2020 and young people now have access to an exciting, purpose-built space for support programs and services.	100%	100%	 complete




## 3.3. Enhance the wellbeing and participation of families and children

INDICATOR	COMMENT	FULL YEAR TARGET	TARGET	RESULT	STATUS
<b>Volunteer hours provided in community programs - Youth and Family Services</b>	In quarter three, volunteers participated in the Universal Magazine publication, a Freeza project, Youth Advisory Committees, and sessions to support the 2021 Young Women's Mentoring Program.	1,080.00	810.00	1,049.00	 on track
<b>Participation in the MCH service</b>	Participation in the service remains high.	82.00%	65.00%	69.87%	 on track
<b>Council's child care centres utilisation rate (excluding sessional kinder)</b>	Child care utilisation has stabilised across the three services. Orientation of new families has been completed and the impact of COVID-19 has reduced.	93.20%	93.20%	94.78%	 on track


ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>3.3.2.2 Provide an accessible immunisation service targeting children and families</b>	The immunisation team continued to deliver the National Immunisation Program with COVID safe practices to Kingston's families with young children and to the students in our secondary schools.  The December quarterly report from the Department of Health showed that immunisation coverage levels, for under 5-year-old children, remained high through the COVID-19 period.	75%	75%	 on track



## 3.4. Promote an active, healthy and involved community life







INDICATOR	COMMENT	FULL YEAR TARGET	TARGET	RESULT	STATUS
<b>Attendance at Council-run festivals and civic events including citizenship</b>	Mordi Fest was not held this year, so attendances are below target for the year-to-date. Other, smaller, events were held including Australia Day, Dingley Village Library opening, Depot opening, a Council Civic Function, and a Citizenship Ceremony.	45,000.00	42,500.00	3,144.00	 <b>off track</b>
<b>Leisure Centre - number of visits</b>	COVID-19 restrictions have eased, allowing an increase in patronage throughout the Centre. However, we are still under the year-to-date target, due to earlier restrictions.	535,509.00	407,830.00	194,061.00	 <b>off track</b>

ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>3.4.1.3 Implement Award Scheme revisions including the ongoing presentation of the Kingston Woman of the Year Award</b>	Kingston received 24 nominations for the Kingston Woman of the Year Award. A report has been prepared for Council approval at the January Council meeting. The awards ceremony will be held in March.	75%	75%	 <b>on track</b>
<b>3.4.2.7 Refurbish the Scout Hall for the 5th Mordialloc Sea Scouts</b>	Detailed design was completed, and tenders sought during quarter two. Council awarded a contract for works at its February 2021 meeting and work has now commenced on site. It is envisaged that work will be complete by mid-2021.	40%	60%	 <b>on track</b>
<b>3.4.4.3 Develop a Reconciliation Action Plan</b>	The internal Reconciliation Action Plan Working Group met in March to outline the groups purpose and responsibility. The Terms of Reference are currently being drafted for endorsement in May.  Membership for the external Reconciliation Action Plan Advisory Group is being finalised, with the first meeting expected to be held by the end of April.  Planning for community consultation is proceeding in accordance with Reconciliation Australia's guidelines.	75%	75%	 <b>on track</b>

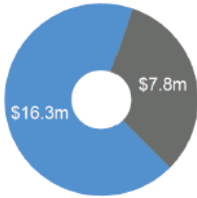
## 3.5. Support learning and development

INDICATOR	COMMENT	FULL YEAR TARGET	TARGET	RESULT	STATUS
<b>Parents and children attending story times</b>	There has been a strong return to storytime attendance, post-COVID-19. However, attendance remains capped due to COVID-19 restrictions on building capacity. Attendance at virtual storytimes and live streaming has decreased following the availability of face to face storytimes.	20,400.00	15,300.00	15,210.00	 monitor

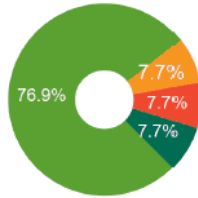
ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>3.5.1.2 Implement a new library management system and library website to further enhance customer service</b>	<p>The library management system upgrade is complete and regular updates occur with software upgrades.</p> <p>Development of the new website is in progress. The public launch date has been extended to June/July 2021.</p> <p>The mobile app continues to be adopted by customers, providing another choice on how people can interact with Kingston's libraries and their resources.</p>	100%	99%	 on track
<b>3.5.1.3 Support increased community literacy, including digital literacy</b>	<p>The digital literacy for seniors and vulnerable members of the community project has been completed. Further funding is being sourced to continue the program in 2021.</p> <p>A review of core programs across Kingston Libraries' nine branches is continuing. Innovative and online programs have been implemented during the COVID-19 pandemic, including virtual book clubs, virtual film clubs and online school holiday programs.</p> <p>The internal staff structure is being reviewed, with recruitment and training for digital literacy skills to commence in 2020/21.</p> <p>The use of online services and collections has grown due to the COVID-19 pandemic and library closures over Oct-Dec 2020.</p>	75%	80%	 on track
<b>3.5.1.4 Provide integrated library and community services for the new Westall Community Hub</b>	<p>Many partnerships have been established with the Westall Community Centre tenants and the Library. These partnerships have provided the Westall community with access to services, connections and life-long learning.</p> <p>Before the COVID-19 pandemic, plans for further partnerships and opportunities were being explored through Westall Service Partners' meetings.</p>	75%	87%	 on track

ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>3.5.1.5 Ensure further multi purposing of libraries and community centres as community learning spaces</b>	<p>The new Library Strategy highlights the future vision for the multi-purposing of libraries and community centres to ensure that the Kingston community continues to benefit from the resulting connections, life-long learning and enjoyable spaces.</p> <p>A broad range of community programs continue to be delivered in Kingston's libraries and community centres. A review of the programs and community learning spaces is being undertaken but has been delayed by a staff vacancy and the COVID-19 pandemic.</p> <p>Building Hubs and Partnerships opened the Patterson Lakes Community Centre to the public again in December 2020.</p>	75%	70%	 <b>on track</b>
<b>3.5.1.10 Replace the Library website with enhanced functionality</b>	<p>The website design has been presented to the working group. Testing will occur in January 2021, with the launch in June/July 2021.</p>	100%	94%	 <b>on track</b>
<b>3.5.1.11 Engage with selected early childcare education and care providers within Kingston to provide support for an improved performance in the national quality assessments</b>	<p>A briefing document to articulate the aims and objectives of the 'Early and Middle Years Communities of Practice' has been finalised.</p> <p>The first workshop for the 'Early and Middle Years Communities of Practice' is scheduled for May 2021 and will include a workshop focusing on program practice, assessment and planning, and leadership.</p>	75%	80%	 <b>on track</b>
<b>3.5.1.12 Enhance library resources and facilities (through Library Service Stock Purchasing and amenity improvements)</b>	<p>Reviews were undertaken from July to September 2020 on the current buying profile of the collection. The new selection process focuses on purchasing a stronger browsing collection, with more high-demand titles.</p> <p>Regular reporting has been implemented on usage, reader requests and purchases of items. Improved technology and supplier relations have seen the collection growth matching customer needs in Kingston.</p> <p>Additional online resources have been purchased, above the planned annual buy, to meet the online demand occurring due to COVID-19 and community members accessing the collection online from home.</p>	75%	79%	 <b>on track</b>
<b>3.5.2.4 Consider the restoration of the Heritage Nylex Sign on the Nepean Highway</b>	<p>Heritage advice has been sought regarding the restoration of the sign and the works are proposed to commence shortly.</p>	75%	80%	 <b>on track</b>
<b>3.5.2.5 Develop a business case to advocate with State Government for the Cheltenham Court House to be used by Kingston Council for potential community uses</b>	<p>This action was closed in March 2021.</p> <p>Cheltenham Court House is currently being used by the Department of Justice.</p> <p>Following an investigation it was determined that, if opportunities arise in the future, Council will advocate for its potential use by the community as an historical site.</p>	75%	closed	 <b>on track</b>

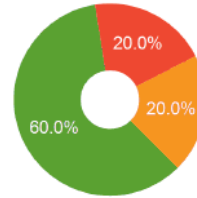
# 4 Our free-moving safe, prosperous and dynamic city



Expenditure



Actions



Performance Indicators

- BUDGET SPENT
- BUDGET REMAINING
- COMPLETE
- ON TRACK
- MONITOR
- OFF TRACK

## Annual Service Highlights *previous financial year*

<h3>82</h3> <p>School crossings</p>	<h3>21,907</h3> <p>Pets registered in Kingston</p>	<h3>17,993</h3> <p>Parking infringements issued annually by parking services team</p>
<h3>204</h3> <p>Food samples taken annually</p>	<h3>17,005</h3> <p>Businesses in Kingston</p>	<h3>16,319</h3> <p>Annual hours of use of City of Kingston arts and cultural venues</p>

## Our Services



HOME

- Community local law enforcement



LIFESTYLE

- Animal management
- Arts & cultural services
- Economic development & business support
- Festivals & events
- Urban activity centre development



HEALTH

- Food safety regulation & health monitoring services








TRAVEL




- Community transport for the elderly & people with disabilities
- Street lighting maintenance
- Parking enforcement & prosecutions
- Parking management
- Road safety
- Traffic engineering
- Transport planning

## Our free-moving safe, prosperous and dynamic city

### 4.1. Vibrant shopping centres and employment precincts


INDICATOR	COMMENT	FULL YEAR TARGET	TARGET	RESULT	STATUS
<b>Footpath Trading applications processed within 15 days</b>	In quarter three, 17 applications were received, with 14 processed within 15 days.	90.00%	90.00%	82.00%	 monitor


ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>4.1.1.4 Develop and implement a capital and renewal program to improve the amenity of activity/retail centres</b>	<p>The Chelsea pedestrian bridge to connect the east and west sides of the Chelsea Activity Centre will be delivered as part of the Level Crossing Removal Project works.</p> <p>Consultation for the Horscroft Place Pocket park has been completed, and the buildings on site have been demolished. The open space 245-247 Charman Road is nearing completion.</p>	75%	75%	 on track
<b>4.1.2.3 Continue the implementation of the Moorabbin Junction Urban Renewal Strategy</b>	<p>Several development projects are under construction within the activity centre. Officers are currently reviewing the impacts of the South Road upgrade works on the function of the centre.</p> <p>Consultation for the Horscroft Place Pocket Park has concluded and buildings on site have been demolished.</p>	75%	75%	 on track
<b>4.1.2.5 Work with the Level Crossing Removal Authority to ensure that the works in Bonbeach, Edithvale and Carrum provide opportunities to further enhance the existing retail centres</b>	<p>Officers have provided feedback on design plans for the Level Crossing Removal Project (LXRP) works in these centres.</p> <p>LXRP and Southern Program Alliance have advised that works outside the rail corridor and pedestrian crossings are out of scope and will not be included in their works.</p>	75%	75%	 on track
<b>4.1.2.9 Advocate to the State Government for the inclusion of the following projects as part of the Carrum Revitalisation project: additional storage facilities for Carrum Lifesaving Club (\$150,000); further contribution to Carrum Sailing and Motor Boat Club (\$350,000) to cover the shortfall in their upcoming facility redevelopment and project management costs; others as required</b>	<p>To date, the Victorian Government has pledged \$1.5 million to expand the Carrum Lifesaving Club and Officers are working with the Lifesaving Club to finalise the design of the facility. No further commitments have been made.</p> <p>The foreshore reserve is now open to the public.</p>	100%	75%	 monitor




ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>4.1.2.10 Consider how to improve the viability and street scape of the shopping strips of Chelsea (Nepean Highway) and Edithvale (Nepean Highway)</b>	<p>Officers have engaged artist Anu Patel to reimagine the Art Pass in a new location in the Chelsea Activity Centre as the existing work will be demolished as part of the level crossing removal.</p> <p>The draft Chelsea Structure Plan will consider and address issues relating to streetscape design and functionality as well as opportunities to enhance the public realm.</p> <p>Council officers are working with creative communities to support local businesses through the Level Crossing Removal works in Chelsea Edithvale and Bonbeach.</p>	75%	75%	 <b>on track</b>
<b>4.1.2.13 Enhance Parkdale local shopping centre</b>	Works are due to commence in May 2021.	75%	55%	 <b>monitor</b>
<b>4.1.2.14 Create public open space above the new railway line at Mentone</b>	The open space above the railway line is now open to the public.	75%	75%	 <b>on track</b>





## 4.2. Understand and support our thriving profitable local economy

INDICATOR	COMMENT	FULL YEAR TARGET	TARGET	RESULT	STATUS
<b>Satisfaction with Better Approvals co-ordination service</b>	Customers expressed high levels of satisfaction with the approvals co-ordination service they received.	95.00%	95.00%	95.00%	 on track





<b>Level of satisfaction of participants at business education initiatives</b>	All 10 business education sessions in quarter three were held online.	93.75%	93.33%	95.00%	 on track
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ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>4.2.1.1 Analyse economic data on the regional economy and employment trends to inform decision making</b>	Food and Health premises registration data is being used to help keep businesses informed of COVID-19 interventions and compliance requirements. Economic data sources are being collated to help inform the Economic Recovery Plan.	75%	75%	 on track
<b>4.2.1.2 Work across the peak regional bodies to support economic investment in Kingston and in the broader South East Region</b>	Council is represented on the Local Jobs Taskforce (Inner South Region) which has a focus on increasing local employment opportunities through collaboration with employment agencies, employers and government (state and local).	75%	75%	 on track
<b>4.2.2.3 Facilitate business education and skills development</b>	Online workshops recommenced in late February, with the Small Business Bus visiting Moorabbin this quarter.	75%	75%	 on track

## 4.3. Rich in arts, innovation and tourism



ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>4.3.2.2 Support arts and entertainment focused businesses and entrepreneurship in our urban centres</b>	<p>Using e-News and social media, Council has kept local arts and creative industries informed of the support and financial assistance available for recovery from COVID-19 pandemic trading conditions.</p> <p>Upskilling workshops were promoted on Council's website and COVID-19 recovery information has been emailed to the Kingston business database.</p> <p>We are working closely with the Artisan Society to facilitate opportunities for business training for creative practitioners and methods to sell their work.</p>	75%	85%	 <b>on track</b>
<b>4.3.2.6 LF Payne Masterplan</b>	<p>An architectural consultant and a community engagement firm have been engaged to commence the community engagement required to inform the masterplan for the design and use of the facility.</p> <p>The project was delayed due to COVID-19 restrictions in 2020.</p>	70%	40%	 <b>off track</b>




## 4.4. Integrated accessible transport and free moving city



ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>4.4.1.1 Develop and implement an Integrated Transport Strategy</b>	<p>This action was completed in April 2021</p> <p>The Kingston Integrated Transport Strategy was adopted by Council in September 2020. Officers are working on a strategy to communicate the policy with the community.</p> <p>The action plan for the Kingston Integrated Transport Strategy will be developed as part of the subsidiary strategy development - including:</p> <ol style="list-style-type: none"> <li>1. Walking and cycling strategy</li> <li>2. Road safety strategy</li> <li>3. External advocacy strategy</li> <li>4. Local traffic management strategy</li> </ol>	95%	100%	 <b>complete</b>
<b>4.4.1.4 Provide facilities for cyclists to support and encourage cycling, particularly at train stations</b>	<p>Over the course of the year, Kingston has negotiated for additional end-of-trip facilities at the new rail stations constructed along the Frankston line, including secure bike cages and hoops.</p> <p>We have also secured a commitment for a shared user path along Station Street from Edithvale to Carrum and ultimately connecting to Frankston.</p> <p>Edithvale, Chelsea and Bonbeach will be the last few level crossing removal projects in Kingston for now. There may not be any opportunity to create more cycling facilities along the railway corridor in the short term.</p> <p>Kingston is developing a Walking and Cycling Strategy which will provide guidance and action plans for future cycling facilities.</p>	75%	80%	 <b>on track</b>
<b>4.4.2.2 Develop and implement safe and effective local area traffic management solutions</b>	<p>Local area traffic management projects are carried out on a regular basis.</p> <p>The current projects are:</p> <ol style="list-style-type: none"> <li>1. Local area traffic management projects for the east and west of Nepean Highway, Parkdale.</li> <li>2. Pedestrian safety improvement at Karen Street and Matheison Street intersection, Cheltenham.</li> <li>3. Speed limit reduction along Turner Road and Bernard Street.</li> <li>4. Bicycle lane projects on Old Dandenong Road and Bernard Street.</li> <li>5. Walk to School programs with various schools across Kingston.</li> </ol>	75%	60%	 <b>on track</b>
<b>4.4.3.3 Consider the South East Regional Freight Strategy</b>	<p>The Mordialloc Freeway was a key outcome of this strategy. The South East Regional Freight strategy has also been considered during the development of Kingston's Integrated Transport Strategy.</p> <p>Some of the other priorities for Kingston were upgrades on parallel routes that will be reviewed following completion of the Mordialloc Freeway.</p>	75%	65%	 <b>on track</b>
<b>4.4.4.2 Appropriately manage and enforce Council's parking areas particularly around schools</b>	<p>Parking officers, Local Law officers, and crossing supervisors continue to work collaboratively to patrol across Kingston, and particularly around schools.</p>	75%	75%	 <b>on track</b>

ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>4.4.4.4 Investigate the need for ticketed parking for non-residents near the foreshore and shopping strips</b>	<p>Most off-street car parks in Chelsea experience high car parking demand throughout the year. Ticketed parking was investigated as part of the Draft Chelsea Structure Plan development, with a report in 2019/20 recommending paid car parking be provided at 'premium' locations in Chelsea.</p> <p>Most people who use the Chelsea activity centre are Kingston residents, therefore, the paid car parking would need to apply to all users (residents and non-residents) to be most effective.</p> <p>This concept is in the early stage of being explored with traders.</p>	75%	60%	 <b>on track</b>
<b>4.4.5.4 Review, update and implement the Cycling Strategy</b>	The development of the new Cycling Strategy has begun.	25%	22%	 <b>on track</b>
<b>4.4.5.9 Implement stage three of the Bay Trail - from Rennison St to Nepean Hwy</b>	<p>This action was completed in February 2021.</p> <p>Construction of Stage 3 of the Bay Trail, including all associated signage and planting works, has been completed.</p>	100%	100%	 <b>complete</b>

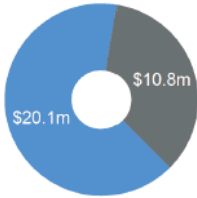
## 4.5. Keeping our community safe and protected

INDICATOR	COMMENT	FULL YEAR TARGET	TARGET	RESULT	STATUS
<b>Health Services - Inspections of registered premises</b>	The number of year-to-date inspections is under target due to the effect of COVID-19 restrictions on onsite visits in 2020. A staff vacancy also affected the result, and this will be filled shortly.	1,795.00	1,345.00	983.00	 off track
<b>Fines and official warnings issued for animal offences</b>	The number of fines can be affected by the number of weekend foreshore patrols and the number of people out with their dogs.	1,200.00	900.00	892.00	 on track

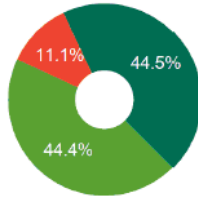
ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>4.5.1.4 Implement a Public Health Information Management solution</b>	The Health Manager software solution and mobile app has now been rolled out and the team continues to provide feedback through their day-to-day use of the applications.	75%	90%	 on track
<b>4.5.2.3 Review and consult the community for other opportunities for dog off leash areas given the changing nature of the housing stock within the City</b>	The work is on track to be completed early in quarter three.	75%	75%	 on track
<b>4.5.3.2 Ensure Kingston is prepared for disaster through the implementation of strategic emergency management and disaster recovery plans</b>	<p>Kingston continues to work closely with the community and other key stakeholders in addressing the recovery phase of the COVID-19 pandemic. Kingston's internal Recovery Committee meets fortnightly and remains focused on implementing initiatives to boost all aspects of community recovery.</p> <p>Kingston's existing Municipal Emergency Management Plan (MEMP) is currently undergoing a rewrite as part of the State Government's Emergency Management reform and self-assurance process.</p> <p>The Kingston Municipal Emergency Management Planning Committee formed in January 2021, is responsible for the development of the MEMP, which is scheduled for assessment and approval by the Regional Emergency Management Planning Committee in May 2021.</p>	75%	65%	 on track
<b>4.5.3.4 Build a Community Resilience education program (across Council and the community) to improve mitigation, response and recovery during and after an emergency situation</b>	<p>Progress on the education program has been delayed significantly by the COVID-19 pandemic.</p> <p>However, with the formation of Kingston's Municipal Emergency Management Planning Committee earlier this year, initiatives have commenced to address community education and resilience.</p> <p>These include a communications calendar to alert the community to seasonal and other dangers throughout the year. Training courses are planned for Council's Municipal Emergency Management Officers, Municipal Recovery Managers, and 'surge' relief/recovery staff. In addition, a training register has been developed.</p>	75%	30%	 off track

ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>4.5.4.3 Implement Kingston's Road Safety Strategy</b>	The strategy has been drafted and is currently undergoing internal consultation before being presented to Kingston's corporate leadership group.	75%	61%	 <b>on track</b>
<b>4.5.4.4 Ensure Council's enforcement functions remain relevant to the key changes occurring in the City</b>	Kingston's Local Laws and Parking Services areas have resumed normal operations since COVID-19 restrictions were lifted.		ongoing	 <b>on track</b>

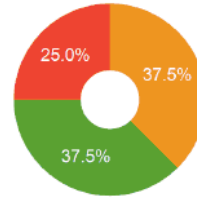
# 5 Our well-governed and responsive organisation



Expenditure



Actions



Performance Indicators

- BUDGET SPENT
- BUDGET REMAINING
- COMPLETE
- ON TRACK
- MONITOR
- OFF TRACK

## Annual Service Highlights *previous financial year*

<p><b>75,030</b></p> <p>Property rates assessments</p>	<p><b>3,490</b></p> <p>Live chat questions answered by staff</p>	<p><b>161,559</b></p> <p>Incoming correspondence registered</p>
<p><b>4</b></p> <p>Citizenship ceremonies held</p>	<p><b>123,145</b></p> <p>Calls to Customer Care</p>	<p><b>4,390</b></p> <p>Annual hits on Council Meeting web streaming</p>

## Our Services



- Customer service
- Property rating & collection services

HOME



- Communications & community relations
- Lobbying on behalf of the community

LIFESTYLE





- Emergency management coordination


HEALTH

## Our well-governed and responsive organisation

### 5.1. Support decision making to provide an efficient and effective Council which embodies the principles of democracy




INDICATOR	COMMENT	FULL YEAR TARGET	TARGET	RESULT	STATUS
<b>Kingston-wide requests actioned through the Customer Request Management System within service standards (YTD)</b>	Over the last three months we recorded 19,748 requests and actioned 17,166 within our target service time frames.	90.00%	90.00%	85.51%	 monitor
<b>Proportion of positive versus negative references about Council in the media</b>	Of 61 media mentions, 55 (90%) were positive, 5 (8%) were neutral and one (2%) was negative.	75.00%	75.00%	90.00%	 on track



  

ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>5.1.3.5 Facilitate the 2020 Local Government election process</b>	This action was completed in November 2020.  Council has completed its obligations in relation to the local government election process.	100%	100%	 complete





## 5.2. Responsible and sustainable financial management

INDICATOR	COMMENT	FULL YEAR TARGET	TARGET	RESULT	STATUS
<b>Organisational labour costs, variance from budget</b>	Employee Costs are \$64.8m and are \$1.7m favourable to budget.	10.00%	10.00%	2.55%	 on track
<b>Rates revenue received as a percentage of rates outstanding</b>	Payment deferrals and payment plan arrangements by ratepayers (many COVID-related) mean that some rates collections are being deferred to the end of June 2021.	96.00%	80.00%	76.92%	 off track
<b>Supplementary property valuations completed</b>	To allow for accurate data to be prepared for Kingston's Annual Budget, no supplementary valuations were processed in March.	3,000.00	2,250.00	2,191.00	 monitor


ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>5.2.2.1 Continue to encourage increased take-up of electronic rates notices</b>	As of the end of March, 17,458 rate payers have registered for one of the electronic services offered for rates notices, taking the current overall percentage of users to 22.45%.	75%	84%	 on track
<b>5.2.2.3 Review potential alternative revenue generating opportunities across Kingston</b>	This action was closed in March 2021.  No new revenue generating strategies were identified leading up to the development of the 2021/22 Long Term Financial Plan. Finance will continue to explore potential opportunities as they arise, with all departments within the organisation	75%	100%	 complete


### 5.3. Foster staff health and wellbeing, promote our organisational values and encourage leadership and high productivity



INDICATOR	COMMENT	FULL YEAR TARGET	TARGET	RESULT	STATUS
<b>Resignations and terminations compared to average staff</b>	Several people retired during quarter three, and others have taken up employment opportunities elsewhere.	10.00%	10.00%	10.56%	 <b>monitor</b>

ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>5.3.1.8 Lead a cultural reform that embraces the benefits of offering flexibility to staff; employer of choice, staff engagement, outcome focused effort</b>	<p>This action was completed in September 2020.</p> <p>Council is successfully managing the workplace restrictions stemming from the need for distancing from each other via the implementation of the working flexibly policy and procedures.</p> <p>A recent survey of over 300 employees showed 95% support for the ability of Council to pivot so rapidly to a productive and supportive environment where all staff are encouraged and supported to work flexibly.</p> <p>It is hoped that, in the post COVID-19 environment, many of the new ways of working can be incorporated into our 'new normal' manner of working described as "flexible by design managed by outcomes". We will continue to embed the cultural change and leadership development.</p>	100%	100%	 <b>complete</b>

#### 5.4. A responsive and well-managed organisation

INDICATOR	COMMENT	FULL YEAR TARGET	TARGET	RESULT	STATUS
<b>Customer Care telephone calls - First point of contact resolution (YTD)</b>	Kingston is focused on providing a high level of customer care.	80.00%	80.00%	95.23%	 on track

<b>Customer Care telephone calls answered within 30 seconds (YTD)</b>	This year-to-date result was affected by staff resourcing in quarter three. In that period, we received 32,253 calls, with 26,856 answered, and 5,396 calls ended before being answered.	80.00%	80.00%	58.94%	 off track
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ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>5.4.2.2 Develop asset management plans for Council assets, including the establishing of acceptable levels of service in terms of quality, quantity, reliability, cost and responsiveness</b>	<p>The Local Government Act 2020 requires a 10-year Corporate Asset Plan to be adopted by June 2022. Progress is currently behind schedule due to limited resourcing, however, additional resources have been budgeted for 2021/22, to get back on track.</p> <p>Key outcomes for 2020/21 are to review and update the Asset Management Plans for transport, stormwater and community facilities by the end of June, based on asset renewal requirements and current service standards.</p> <p>Corporate Planning and Council Vision strategic objectives are to be developed through community consultation during April to September. The strategic outcomes from these plans, where they relate to assets and service levels, will then be reflected in asset management plans and the Corporate Asset Plan for adoption by June 2022.</p>	50%	25%	 off track
<b>5.4.2.21 Develop a list of all new assets that will be constructed as part of the LXRA projects along the Frankston train line, with indicative future maintenance and replacement costs</b>	<p>This action is ongoing for the life of the Level Crossing Project. Regular meetings occur with Level Crossing Removal Authority (LXRA) to clarify responsibilities and ownership of assets to be created during this project.</p> <p>A register of new assets to be handed over to the City of Kingston for future maintenance is in development. As at the end of March, one asset has been formally handed over to Council - the Patterson River Road Bridge. Further assets related to Carrum, Mentone and Cheltenham Stations are due for practical completion by the end of June. Typically, there is a further two-year maintenance period by LXRA.</p>	75%	75%	 on track

ACTION	PROGRESS	TARGET	PERCENT COMPLETE	STATUS
<b>5.4.3.18 Develop a strategic workforce plan</b>	<p>The basis of the strategic workforce plan which outlines the skills and capabilities required now and into the future has been developed and endorsed. These are now being incorporated into development initiatives such as the training calendar and the My Kingston Achievement and Development program.</p> <p>The latest advice from Local Government Professionals with regards to the strategic workforce plan outlines the need to connect the Gender Equality Action Plan and Workforce Plan. The People Matters Survey that feeds the Gender Equality Action Plan will be going out to the organisation on 31 May. It is anticipated that this data will be the link between the new plan which will now be ready, in draft format, by July 2021.</p>	75%	60%	 <b>on track</b>
<b>5.4.5.1 Manage the Governance Framework</b>	<p>This action was completed in April 2021</p> <p>The Good Governance Framework was adopted by Council in May 2020. The implementation has been reviewed, with an update on all measures to be reported on at the end of this financial year. A governance education program has been implemented to raise awareness and educate our people on all governance matters.</p> <p>The 2019/20 risk based organisational compliance review was completed, with each respective Manager indicating compliance on sign off. The results have been reported to the Executive and Audit and Risk Committee. Any changed and new compliance obligations are communicated with responsible Managers on an ongoing basis.</p>	75%	100%	 <b>complete</b>
<b>5.4.5.2 Administer the new Local Government Act</b>	<p>Council has implemented all necessary requirements of the Act since the 24 October commencement date, including the Councillor Code of Conduct, Community Engagement Policy and Personal Interest Returns. The Councillor Gift Policy is due to be adopted by late April.</p>	80%	75%	 <b>on track</b>

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**Income Statement**

	Actual YTD to March 21 \$'000	Revised Budget YTD to March 21 \$'000	Favourable/ (Unfavourable) \$'000	Favourable/ (Unfavourable) %	Ref
<b>Revenue</b>					
Rates and Charges	143,145	143,189	(45)	0.0%	
Grants and Subsidies	31,656	27,911	3,745	13.4%	1
Grants - Capital	7,517	7,510	7	0.1%	
Contributions	956	241	714	295.8%	2
Statutory fees and fines	5,459	5,863	(403)	-6.9%	
User Fees	9,267	10,903	(1,636)	-15.0%	3
Interest Income	638	1,565	(927)	-59.2%	4
Other Income	513	566	(53)	-9.4%	
<b>Total Revenue</b>	<b>199,151</b>	<b>197,749</b>	<b>1,403</b>	<b>0.7%</b>	
<b>Expenses</b>					
Employee Benefits	64,844	66,539	1,695	2.5%	
Materials and Services	54,486	60,163	5,677	9.4%	5
Bad and Doubtful Debts	0	0	(0)		
Depreciation & Amortisation	20,310	19,875	(435)	-2.2%	
Interest/Borrowing Costs	404	347	(57)	-16.6%	6
<b>Total Expenses</b>	<b>140,044</b>	<b>146,923</b>	<b>6,879</b>	<b>4.7%</b>	
Net Gain(Loss) on Disposal of Infrastructure, Property, Plant and Equipment	49	0	49	100.0%	
<b>Surplus</b>	<b>59,156</b>	<b>50,826</b>	<b>8,330</b>	<b>16.4%</b>	

**Variance Explanations (for material variances > 10%)**

Ref	Item	Explanation
1	Grants and Subsidies	Grants and subsidies income is \$31.7 million and is \$3.7 million favourable to budget. Grants include an unbudgeted \$1.0 million received from the State Government for Working 4 Victoria in response to the COVID19 pandemic. Family Day Care and Family and Children's Centres grants are \$0.4 million and \$0.7 million favourable due to the Federal Government's interim funding provided in response to the COVID19 pandemic. Packaged care funding is \$1.6 million favourable predominately due to packaged funding received in advance for services being delivered.
2	Contributions	Contributions total revenue is \$1.0 million and is \$0.7 million favourable to budget. The major payments received are \$0.8 million from clubs contributing to capital projects, of which only \$41k was budgeted.
3	User Fees	User Fees total revenue is \$9.3 million and is \$1.6 million unfavourable to budget. Long Day Care at Parkdale (\$0.4 million), Carrum (\$0.3 million) and Edithvale (\$0.2 million) are all unfavourable to budget as COVID19 has impacted day care operations. The Before / After School Care and Holiday Program team is \$0.4 million unfavourable as COVID19 continues to impact operations with more parents working from home and not requiring this service. Events and Arts Centre income are both \$0.1 million unfavourable to budget also due to the impact of the COVID19 pandemic on operations.
4	Interest Income	Interest Income is \$0.6 million and is \$0.9 million unfavourable to budget. The average rate of return on our investments has been in decline for over two years. The average rate at March 2021 is 0.4% (vs 1.5% at the corresponding time last year and 2.65% the year before that).
5	Materials & Services	Materials & Services expenditure is \$5.7 million favourable to budget. This is due to a large range of favourable program variances, for example: lower than budget consultant spend in City Strategy (\$0.6 million) with the Industrial and Commercial Employment Strategy, Heritage Review, Suburban Rail Loop Design and Value Add projects progressing slower than anticipated. Lower than YTD Budget spend also in Compliance and Amenity for animal collection costs (\$0.3 million). Lower FYCS costs of (\$0.4 million) as the services have been impacted by COVID. Events Management costs are also lower than budget YTD (\$0.8 million) as many events translated to online events during the pandemic. There are however unfavourable variances in the Waste Management program, with higher than expected costs in the <u>hard waste, green waste, and recycling programs</u> .
6	Interest/Borrowing Costs	Interest / Borrowing Costs total expenditure is \$0.4 million and is \$57k unfavourable to budget.

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**Cash Flow Statement**

	Actual YTD to March 21 \$'000	Revised Budget YTD to March 21 \$'000	Favourable/ (Unfavourable) \$'000	Favourable/ (Unfavourable) %	Ref
<b>Cash Flows from Operating Activities</b>					
Rates	132,134	121,655	10,479	8.6%	
Grants - Operating	28,271	27,228	1,043	3.8%	
Grants - Capital	7,791	7,409	382	5.2%	
Contributions	5,964	241	5,723	2374.7%	1
Statutory fees and fines	5,459	5,660	(201)	-3.6%	
User fees	11,691	12,051	(360)	-3.0%	
Interest	638	1,500	(862)	-57.5%	2
Increase/(Repayment) of Trust Funds and Deposits	24	0	24	100.0%	3
Other Receipts	513	563	(50)	-9.9%	
Payments to Employees	(64,417)	(66,482)	2,065	3.1%	
Payments to Suppliers	(56,276)	(62,459)	6,183	7.2%	
<b>Net Cash Provided by Operating Activities</b>	<b>71,792</b>	<b>47,366</b>	<b>24,426</b>	<b>51.6%</b>	
<b>Cash Flows from Investing Activities</b>					
Payment for Infrastructure, Property, Plant & Equipment	(35,631)	(39,273)	3,642	9.3%	
Proceeds from sale of Infrastructure, Property, Plant & Equipment	49		49		
<b>Net Cash Provided by Investing Activities</b>	<b>(35,582)</b>	<b>(39,273)</b>	<b>3,691</b>	<b>9.4%</b>	
<b>Cash Flows from Financing Activities</b>					
Borrowing Costs	(33)	(31)	(2)	-6.5%	
Increase/(Repayment) of interest bearing loans & borrowings	(1,035)	(1,038)	3	0.3%	
Interest paid - lease liability	(371)	(326)	(45)	-13.8%	4
Repayment of lease liabilities	(1,037)	(589)	(448)	-76.1%	4
<b>Net Cash (used in) Financing Activities</b>	<b>(2,476)</b>	<b>(1,984)</b>	<b>(492)</b>	<b>-24.8%</b>	
<b>Net Increase in Cash and Cash Equivalents</b>	<b>33,734</b>	<b>6,109</b>	<b>27,625</b>	<b>-452.2%</b>	
Cash and Cash Equivalents at the Beginning of the Financial Year	129,860	99,226	30,634	30.9%	
<b>Cash and Cash Equivalents at the End of Period</b>	<b>163,594</b>	<b>105,335</b>	<b>58,259</b>	<b>55.3%</b>	

**Variance Explanations (for material variances > 10%)**

Ref	Item	Explanation
1	Contributions	Contributions received are \$5.7 million favourable to budget, predominately due to \$4.7 million received for cash developer contributions which aren't budgeted for. These contributions are transferred to a reserve for later use on open space and stormwater redevelopment. The remaining contributions are cash contributions from local clubs towards capital projects.
2	Interest	Interest received is \$0.9 million unfavourable to budget. The average rate of return on our investments has been in decline for over two years. The average rate at March 2021 is 0.4% (vs 1.5% at the corresponding time last year and 2.65% the year before that).
3	Trust funds and deposits	Trust funds and deposits have increased by \$24k. This is not budgeted for as it varies significantly from year to year. Trust funds and deposits include retention money held for capital works in progress and refundable deposits, including asset protection deposits, which will be required to be returned on completion of works.
4	Interest paid (lease liabilities) and repayment of lease liabilities	Repayment of lease liabilities and interest paid on lease liabilities are unfavourable to budget. These are cash flows recorded for the first time in Council's budget and represent conservative estimates.

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**Balance Sheet**

	Actual as at March 21 \$'000	Annual Revised Budget \$'000	Favourable/ (Unfavourable) \$'000	Favourable/ (Unfavourable) %	Ref
<b>Current Assets</b>					
Cash and Cash Equivalents	163,594	102,736	60,858	59.2%	1
Trade and Other Receivables	41,367	21,455	19,912	92.8%	2
Non-current Assets classified as Held for Sale	0	0	0		
Other Assets	123	1,532	(1,409)	-92.0%	3
<b>Total Current Assets</b>	<b>205,084</b>	<b>125,723</b>	<b>79,361</b>	<b>63.1%</b>	
<b>Non Current Assets</b>					
Infrastructure, Property, Plant & Equipment	2,508,523	2,535,709	(27,186)	-1.1%	
Right of use assets	10,335	9,606	729	7.6%	
Investment Property	3,750	3,750	0	0.0%	
Intangible Assets	578	999	(421)	-42.1%	4
<b>Total Non Current Assets</b>	<b>2,523,186</b>	<b>2,550,064</b>	<b>(26,878)</b>	<b>-1.1%</b>	
<b>Total Assets</b>	<b>2,728,270</b>	<b>2,675,787</b>	<b>52,483</b>	<b>2.0%</b>	
<b>Current Liabilities</b>					
Trade and Other Payables	13,926	18,590	4,664	25.1%	5
Trust Funds and Deposits	4,796	4,772	(24)	-0.5%	
Unearned income	7,586	8,442	856	10.1%	6
Provisions	24,048	21,362	(2,686)	-12.6%	7
Interest Bearing Loans and Borrowings	350	0	(350)	100.0%	8
Lease Liabilities	881	1,186	305	25.7%	9
<b>Total Current Liabilities</b>	<b>51,587</b>	<b>54,352</b>	<b>2,765</b>	<b>5.1%</b>	
<b>Non Current Liabilities</b>					
Provisions	1,707	1,707	0	0.0%	
Interest Bearing Loans and Borrowings	687	555	(132)	-23.8%	8
Lease Liabilities	9,760	8,785	(975)	-11.1%	9
<b>Total Non Current Liabilities</b>	<b>12,154</b>	<b>11,047</b>	<b>(1,107)</b>	<b>-10.0%</b>	
<b>Total Liabilities</b>	<b>63,741</b>	<b>65,399</b>	<b>1,658</b>	<b>2.5%</b>	
<b>Net Assets</b>	<b>2,664,529</b>	<b>2,610,388</b>	<b>54,141</b>	<b>2.1%</b>	
<b>Equity</b>					
Accumulated Surplus	1,505,472	1,456,011	49,461	3.4%	
Asset Revaluation Reserve	1,121,316	1,121,316	0	0.0%	
Other Reserves	37,741	33,061	4,680	14.2%	
<b>Total Equity</b>	<b>2,664,529</b>	<b>2,610,388</b>	<b>54,141</b>	<b>2.1%</b>	

Variance Explanations (for material variances > 10%)

0

Ref	Item	Explanation
1	Cash & Cash Equivalents	Cash and cash equivalents are \$60.9 million favourable to budget. The budget is a year-end position and the YTD cash position is expected to decrease as operational and capital expenditure is incurred to the end of the year.
2	Trade & Other Receivables	Trade and other receivables are \$19.9 million higher than the year-end budgeted total of \$21.4 million. Of the total \$41.4 million trade and other receivables, \$36.7 million is related to rate debtors which are expected to decrease significantly during the year as rate instalments are paid.
3	Other Assets	Other assets of \$0.1 million are \$1.4 million unfavourable to budget. Actual other assets includes accrued interest income only. The total budget of \$1.5 million includes prepaid expenditure which is recorded at year end.
4	Intangible Assets	Intangible assets are \$0.4 million unfavourable to budget. The budget of \$1.0 million includes \$0.2 million as work in progress for the cloud transition which will be included in the total intangible assets by year end.
5	Trade & Other Payables	Trade and other payables are \$4.7 million favourable to budget. The budget is a year-end position and the level of creditors and accruals is dependent on the timing of invoices and expenditure received as at reporting date.
6	Unearned Income	Unearned income is \$0.9 million favourable to budget. The budget is a year-end position. Unearned income as at 31st March includes the receipt of HCP and HACC funding in advance which is due to be earned as income in the coming months.
7	Provisions	Current Provisions are \$2.7 million unfavourable to budget. The COVID19 Pandemic has resulted in less leave being taken by staff throughout the year. Provisions are expected to decline as leave is taken over the coming months.
8	Interest Bearing Loans & Borrowings	Interest bearing loans and borrowings are \$0.5 million unfavourable to budget. The budget is a year-end position and actual loans will equal budget by 30 June 2021 as per loan repayment schedules.
9	Lease Liabilities	Non-current Lease liabilities are \$0.7 million unfavourable to budget. The budget is a year end position and the lease liabilities are expected to reduce during the last quarter of the financial year.

TRM 17/8174

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**Capital Works**

Asset	Actual YTD to March 21 \$'000	Annual Revised Budget \$'000	% Complete	Ref
<b>Property</b>				
Land	2,745	2,630	104%	
Buildings	13,651	24,921	55%	
<b>Plant &amp; Equipment</b>				
Plant, machinery and equipment	99	100	99%	
Fixtures, Fittings and Furniture	224	1,391	16%	1
Computers and telecommunications	644	1,469	44%	2
Library Books	854	1,099	78%	
<b>Infrastructure</b>				
Roads	3,806	5,520	69%	
Footpaths & cycleways	2,119	4,162	51%	
Bridges	1	47	2%	3
Drainage	3,574	5,871	61%	
Recreational, leisure & community facilities	4,468	9,541	47%	4
Parks, open space and streetscapes	3,657	7,230	51%	
Off street car parks	751	739	102%	
Other infrastructure	297	660	45%	5
<b>Other Non-Asset Capital Budget</b>				
Non Asset Capital Projects				
<b>Total capital works expenditure</b>	<b>36,890</b>	<b>65,380</b>	<b>56%</b>	
<b>Projects Represented by:</b>				
New asset expenditure	6,966	13,843	50%	
Asset expansion expenditure	2,071	2,947	70%	
Asset renewal expenditure	18,334	29,542	62%	
Asset upgrade expenditure	8,188	17,644	46%	
Non Asset	1,331	1,403	95%	
<b>Total capital works expenditure</b>	<b>36,890</b>	<b>65,380</b>	<b>56%</b>	

Variance Explanations - less than 50% complete

Ref	Item	Explanation
1	Fixtures, Fittings and Furniture	Capital expenditure on fixtures, fittings and furniture is at 16% spend of the annual budget. COVID19 Stage 4 restrictions on construction activities slowed access to trades and materials. However 2020/21 projects are expected to achieve near full delivery.
2	Computers and telecommunications	Capital Expenditure on computers and telecommunications is at 44% spend of the annual budget. During COVID restrictions IT resources were focused on setting up and supporting remote systems for staff. Capacity is now returning to strategic development with a further \$460k of contractually commitment projects in progress.
3	Bridges	Capital expenditure on bridges is currently at 2% spend of the annual budget. The main project for 2020/21 is under-bridge scour protection at Wells Road bridge over Patterson River. Contract has been awarded however high water flows have delayed commencement. Programmed for April (weather permitting).
4	Recreational, leisure & community facilities	Capital expenditure on recreational, leisure and community facilities is at 47% spend of the annual budget. COVID19 Stage 4 limitations on construction activities delayed commencement of some projects. Kingston Heath Reserve Synthetic Pitch, Dolamore Reserve Athletics, Sports lighting poles and Ben Kavanaugh Masterplan are some of the active projects to be delivered before end of financial year. There are over \$3.5m of contractual commitments.
5	Other Infrastructure	Expenditure on other infrastructure is at 45% spend of the annual budget. Forecast expenditure on Patterson Lakes Inner Harbour Boardwalk (\$160k) has been carried over pending further negotiation with Melbourne Water and the Shopping Centre. Smart City Initiatives is to provide \$80k in savings. LED Street light conversions to non- standard poles is to realise savings up to \$100k.



Agenda Item No: 11.4

## MAYORAL AND COUNCILLOR ALLOWANCES

Contact Officer: Patrick O'Gorman, Governance Officer

### Purpose of Report

The purpose of this report is for Council to determine the level of the Mayoral and Councillor allowances following a review of these allowances undertaken in accordance with the provisions of section 74 of the Local Government Act 1989.

### Disclosure of Officer / Contractor Direct or Indirect Interest

No Council officer/s and/or Contractor/s who have provided advice in relation to this report have declared a Conflict of Interest regarding the matter under consideration.

### OFFICER RECOMMENDATION

That Council, in accordance with section 74 of the Local Government Act 1989 (the Act) set the Mayoral allowance at \$100,434 and the Councillor Allowance of \$31,427.65 within the Category 3 Council range, plus an amount equivalent to the superannuation guarantee contribution

### 1. Executive Summary

At the Council Meeting on 22 March 2021 Council resolved to invite public submissions for the setting of Mayoral and Councillor allowances in accordance with the Act. Public notices were printed in the Age newspaper on 26 March 2021 and placed on Council's website.

Also at the 22 March 2021 meeting Council resolved to establish a committee, pursuant to section 223 of the Local Government Act 1989, comprising of Councillors Staikos, Oxley and Saab to hear any submissions received in relation to the proposed Mayoral and Councillor Allowances. As no public submissions were received, the committee was not required to meet.

### 2. Background

Section 74 of the Act requires that:

- (1) *A Council must review and determine the level of the Councillor allowance and the Mayoral allowance within the period of 6 months after a general election or by the next 30 June, whichever is later.*
- (4) *A person has a right to make a submission under section 223 in respect of a review of allowances.*

**3. Discussion**

**3.1 Council Plan Alignment**

Goal 6 - A Well Managed and Effective Organisation

Direction 6.4 - Robust and accountable business and financial processes

Council is committed to fulfilling its statutory obligations under the Local Government Act 1989.

**3.2 Consultation/Internal Review**

As no public submissions were received, the committee was not required to meet.

**3.3 Level of Allowances**

The proposed Mayoral and Councillor allowances of \$100,434 and \$31,427.65 respectively are within the category three allowance range to which Kingston belongs to.

**4. Conclusion**

**4.1 Environmental Implications**

Not applicable

**4.2 Social Implications**

Not applicable

**4.3 Resource Implications**

Mayoral and Councillor Allowances are included in the Council budget.

**4.4 Legal / Risk Implications**

Section 74(1) of the Act prescribes that Councils must review and determine the level of Mayoral and Councillor allowances within the period of six months after a general election or by next 30 June, whichever is the later.

Author/s: Patrick O'Gorman, Governance Officer

Reviewed and Approved By: Phil DeLosa, Manager Governance

Tony Ljaskevic, General Manager Corporate Services

24 May 2021

Agenda Item No: 11.5

## CEO AND GENERAL MANAGER EXPENSES

Contact Officer: Emily Scopel-Reed, Governance Officer

### Purpose of Report

To present to Council the CEO and General Managers Expenses for noting.

### Disclosure of Officer / Contractor Direct or Indirect Interest

No Council officer/s and/or Contractor/s who have provided advice in relation to this report have declared a Conflict of Interest regarding the matter under consideration.

### OFFICER RECOMMENDATION

That Council note the report.

## 1. Executive Summary

In accordance with Council's resolution at its meeting on 23 March 2020, expenses claimed by the CEO and General Managers for each quarter of the financial year are presented for Council to note. This report details the expenses for the January to March quarter of the 2020-2021 financial year.

## 2. Background

The following resolution was moved by Council on 23 March 2020 (refer to Item 12.2).

*That Council determine to make public the CEO contract (with the exception of the key performance objectives) and CEO / General Manager expenses in the same way as Councillor expenses.*

*Further that this occur subject to the compliance with the Privacy and Data Protection Act 2014 (VIC), and the Australian Privacy Principles.*

*Further that a report come to council no less than every quarter to note such expenses.*

This report responds to part 3 of the resolution.

## 3. Discussion

### 3.1 Council Plan Alignment

Goal 5 - Our well-governed and responsive organisation

Direction 5.2 - Responsible and sustainable financial management

### 3.2 Consultation/Internal Review

Not applicable to this report.

**3.3 Operation and Strategic Issues**

Process

Council made the resolution for CEO and General Manager expenses to be consistent with the reporting of Councillor Expenses. The attached table presents the information in the same manner as the reporting of Councillor Expenses and will be made available via Council's website.

**4. Conclusion**

These reports will continue to be presented to Council every quarter.

**4.1 Environmental Implications**

Not applicable to this report.

**4.2 Social Implications**

Not applicable to this report.


**4.3 Resource Implications**

Not applicable to this report.

**4.4 Legal / Risk Implications**

Not applicable to this report.

**Appendices**

Appendix 1 - CEO and General Manager Expenses 1 January to 31 March 2021 (Ref 21/78192) 

Author/s: Emily Scopel-Reed, Governance Officer  
Reviewed and Approved By: Phil DeLosa, Manager Governance  
Tony Ljaskevic, General Manager Corporate Services

# 11.5

## CEO AND GENERAL MANAGER EXPENSES

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## Executive Expenses 1 April to 30 June 2020

	Communications expenses (mobile phones, tablets, and wireless data cards)	Travel intrastate	Travel interstate	Travel Overseas	Training, Conferences and Education	Other Expenditure
Chief Executive Officer – Julie Reed (until 12 February 2021)	\$390.00	-	-	-	-	-
Interim Chief Executive Officer – Tim Tamlin (29 March onwards)	-	-	-	-	-	-
General Manager City Assets and Environment – Samantha Krull	\$144.00	-	-	-	-	-
General Manager Community Sustainability – Mauro Brolin	\$300.00	-	-	-	-	-
General Manager Corporate Performance – Paul Franklin Acting CEO (12 February – 26 March)	\$213.00	-	-	-	-	-
Acting General Manager Corporate Performance – Tony Ljaskevic (12 February – 26 March)	\$120.00	-	-	-	-	-
General Manager Planning and Development – Jonathan Guttmann	\$459.00	-	-	-	-	-

24 May 2021

Agenda Item No: 11.6

### **VEC LOCAL GOVERNMENT ELECTIONS REPORT - KINGSTON COUNCIL**

Contact Officer: Patrick O'Gorman, Governance Officer

#### **Purpose of Report**

This report provides the Victorian Electoral Commission's (VEC) Election Report for the 2020 Local Government Elections, which must be presented to Council in accordance with the Local Government Act 2020 (the Act).

#### **Disclosure of Officer / Contractor Conflict of Interest**

No Council officer/s and/or Contractor/s who have provided advice in relation to this report have declared a Conflict of Interest regarding the matter under consideration.

#### **OFFICER RECOMMENDATION**

That Council receive the report.

#### **1. Executive Summary**

This report provides information on the 2020 Kingston City Council general election including details of the end-to-end service delivery of electoral activities throughout the election timeline. This report also provides details of post-election items including compulsory voting enforcement.

Appendix 1 contains the VEC Kingston City Council election report.

#### **2. Background**

Pursuant to regulation 83 of the Local Government (Electoral) Regulations 2020, the VEC must prepare a report to the Chief Executive Officer of each Council on the conduct of the election within the period of 6 months after election day. The report must include a certified record of the number of ballot papers and declarations printed, issues, used, spoiled and returned.

The Chief Executive Officer must ensure that the report is submitted to the Council at the earliest practicable meeting of the Council held after the report is received by the Chief Executive Officer.

#### **3. Discussion**

##### **3.1 Council Plan Alignment**

Goal 5 - Our well-governed and responsive organisation

Direction 5.4 - A responsive and well managed organisation

Council is committed to fulfilling its statutory obligations under the Act.

### 3.2 Operation and Strategic Issues

#### 3.2.1 Participation rate

Participation is measured by the number of marks on the roll as a percentage of total enrolment and can vary from turnout (total ballot papers counted as a percentage of total enrolment).

The overall participation rate in the Kingston City Council election was 87.13%, which is higher than the State average of 84.12% (excluding Melbourne City Council) and higher than the 77.23% rate at the 2016 Kingston City Council general election.

Analysis of voter participation for the different enrolment categories shows that participation is higher for voters who are enrolled on the EC's (Electoral Commission) List (88.91%) compared to voters enrolled on the CEO's List (63.07%).

#### 3.2.2 Turnout


Voter turnout is measured by the number of formal and informal ballot papers counted in the election as a percentage of voters on the voters' roll for the election.

The overall voter turnout for the 2020 Kingston City Council general election was 84.73%. This is compared to the State average turnout of 81.47% (excluding Melbourne City Council). The voter turnout at the 2016 general election for council was 75.99%.

#### 3.2.3 Informality

The overall informal voting rate recorded at the 2020 Kingston City Council general election was 2.75%, compared with the State average of 4.76%. An informality rate of 6.84% was recorded at the Kingston City Council general election held in October 2016.

## Appendices

Appendix 1 - Kingston City Council - Election Report - 2020 Local Government elections  
(Ref 21/99356) 

Author/s: Patrick O'Gorman, Governance Officer  
Reviewed and Approved By: Phil DeLosa, Manager Governance  
Tony Ljaskevic, General Manager Corporate Services



# 11.6

## VEC LOCAL GOVERNMENT ELECTIONS REPORT - KINGSTON COUNCIL

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# 2020 Local government elections

## Kingston City Council

### Election Report





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(Victorian Electoral Commission)  
April 2021

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Level 11, 530 Collins Street  
Melbourne Victoria 3000  
T 131 832  
[info@vec.vic.gov.au](mailto:info@vec.vic.gov.au)  
[vec.vic.gov.au](http://vec.vic.gov.au)

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## Acknowledgement of Country

The Victorian Electoral Commission pays respect to Victoria's traditional owners and their elders past and present who have been custodians of this country for many thousands of years. Their living culture and their role in the life of Victoria is acknowledged by the VEC.

## Letter of Transmittal

19 April 2021

Mr Tim Tamlin  
Acting Chief Executive Officer  
Kingston City Council  
PO Box 1000  
MENTONE VIC 3194

Dear Mr Tamlin

Pursuant to Regulation 83 of the Local Government (Electoral) Regulations 2020, I submit this report to the Chief Executive Officer of Kingston City Council on the general election held in October 2020.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Warwick Gately', written in a cursive style.

**Warwick Gately AM**  
Electoral Commissioner

Kingston City Council

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## Kingston City Council

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### Introduction

The Victorian local government general elections are held every four years as defined by the *Local Government Act 2020 (Vic)* (**LG Act**). In 2020, general elections were held for 76 of the 79 Victorian councils<sup>1</sup> with Saturday 24 October marking election day. In accordance with section 263(1) of the LG Act, the Victorian Electoral Commission (**VEC**) is the statutory election service provider for the conduct of local government elections in Victoria.

This report provides information on the 2020 Kingston City Council general election including details of the end-to-end service delivery of electoral activities throughout the election timeline. This report also provides details of post-election items including compulsory voting enforcement.

### About the Victorian Electoral Commission

The VEC is an independent statutory authority established under the *Electoral Act 2002 (Vic)* (**the Electoral Act**). The VEC's principal functions are to conduct State elections, local government elections, certain statutory elections and polls, commercial and community elections, and to support electoral representation processes for local councils and the Electoral Boundaries Commission for State electoral boundaries. The VEC is also responsible for maintaining the Victorian register of electors and administering political funding and donation disclosure laws. The VEC has a mandated role to conduct electoral research, provide communication and education services, and inform and engage Victorians in the democratic process.

Warwick Gately AM is the appointed Electoral Commissioner and Liz Williams is the appointed Deputy Electoral Commissioner. The Electoral Commissioner and Deputy Electoral Commissioner report to the Victorian Parliament in relation to the VEC's operations and activities.

The Electoral Commissioner heads the VEC's Executive Management Group that comprises the Deputy Electoral Commissioner, the Executive Director, Corporate Services and seven Directors, each leading the main functional areas of the VEC. Each Director acts as subject matter experts within their legislative responsibilities under the LG Act and the Electoral Act.

The VEC has a dedicated local government election program which is managed by Katrina Collins and incorporates a range of programs, projects and activities that are supported through strategic planning, project management, and process mapping. The program is overseen by the VEC's Planning Group and has sponsorship from the Executive Management Group.

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<sup>1</sup> The South Gippsland Shire Council was placed into administration in mid-2019. The Council's general election has been postponed until October 2021. Casey City Council and Whittlesea City Council were placed into

administration in early 2020. The Councils' general elections have been postponed until October 2024.

## Kingston City Council

## Key changes

### Changes in legislation

The new LG Act received royal assent on 24 March 2020 and introduced a number of changes, some requiring immediate implementation and others to be implemented progressively. Those requiring immediate implementation had a significant impact on the 2020 local government election program.

Following the LG Act completing its passage through Parliament, the VEC implemented the necessary changes to the 2020 local government election program in response to the reforms as they applied to the elections.

#### The key changes from the LG Act are as follows:

Local government electoral structures	<p>The default electoral structure for all local councils is single-councillor wards, although some regional and rural local councils may be unsubdivided or divided into wards with equal numbers of councillors in each ward.</p> <p>The VEC is no longer responsible for conducting electoral representation reviews of all local councils in Victoria.</p> <p>An independent Local Government Electoral Representation Advisory Panel will review council electoral structures. The panel includes the Electoral Commissioner and other members appointed by the Minister for Local Government.</p>
Voting system	<p>The voting system (attendance or postal) is set by the Minister for Local Government.</p> <p>All local council elections are conducted according to the same voting system.</p>
Enrolment and voters' rolls	<p>Non-resident property owners need to apply to be enrolled (this change will be implemented in stages leading up to the 2024 local government elections).</p> <p>Amendments to the voters' roll are completed by the VEC only (excluding Melbourne City Council).</p>
Candidate qualifications	<p>It is compulsory for local government candidates to complete mandatory training prior to nominating for local government elections.</p>
Nominations/candidate statements	<p>When nominating, candidates are required to declare they have completed the mandatory Local Government Candidate Training.</p> <p>The maximum number of words for a candidate statement was increased to 300 (350 for the Melbourne City Council Leadership Team and Councillor Groups).</p>
Election staff	<p>The term 'Election Manager' replaced 'Returning Officer' making the term consistent with the <i>Electoral Act 2002</i>.</p>
Extraordinary vacancies	<p>The VEC will fix the timeline for local council by-elections (previously fixed by the Minister).</p> <p>Changes to the countback process which now draws on a broader pool of ballot papers to determine the successful candidate at a countback.</p>
Compulsory voting	<p>From the 2024 local government general elections onwards, it will be compulsory for everyone enrolled on a voters' roll to vote.</p>

## Kingston City Council

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The LG Act made other changes to the local government electoral landscape, including:

- operational and technical provisions for electoral matters are now prescribed in the Regulations rather than being contained in the LG Act.
- disputed election results are now heard by the Victorian Civil and Administrative Tribunal (**VCAT**).

On 8 May 2020, the Minister determined<sup>2</sup> all of the 2020 general elections would be held by postal voting. As such, the VEC adjusted preparations in response to the Minister's determination.

In addition, new Local Government (Electoral) Regulations 2020 (**the Regulations**) came into operation on 13 July 2020.

### Response to public health crisis: Coronavirus (COVID-19)

In response to the coronavirus (**COVID-19**) global pandemic, a State of Emergency was declared in Victoria on 16 March 2020. While the VEC was well advanced in planning for the elections, some uncertainty arose due to speculation that the elections could be rescheduled.

Following the Local Government Minister's confirmation on 15 May 2020 that the 2020 local government elections would proceed, the VEC's operating model was adjusted to deliver a compliant election while meeting health, safety, social distancing and hygiene obligations to voters, election staff, councils, candidates and all other stakeholders.

On Wednesday 1 September 2020, the Governor in Council made amendments to the regulations to allow certain provisions to be varied in response to the COVID-19 pandemic. Specifically, the amendments allowed the VEC to determine an appropriate method for eligible candidates to lodge their nomination form and pay their nomination fee electronically; and to allow the Election Manager to determine the maximum number of scrutineers that may be

present for any activity at any one time. The amended regulations commenced the day after they were made and remain in place until 26 April 2021.

On 29 September 2020, the Governor in Council made further changes to the Regulations to provide greater clarity of mitigation options for any disruptions to the voting timeline, including delays across the postal network that could threaten the integrity of the elections. The changes allowed the Electoral Commissioner to alter the last day of voting and/or the extended postal vote receipt deadline if necessary, to maintain and protect election integrity.

The VEC developed a COVIDSafe Election Plan<sup>3</sup> in consultation with the Department of Health and Human Services which complemented the VEC's Service Plan. The COVIDSafe Election Plan outlined the VEC's actions and strategies to deliver safe and compliant local government elections.

The plan considered all electoral operations and activities and included changes such as (but not limited to):

- acquiring larger election office spaces to accommodate social distancing practices
- moving operations from face-to-face to online (when legislation permitted), for example:
  - the VEC's briefing meetings with individual councils
  - the candidate information sessions
- modifying the timeline for ballot paper extraction and counting activities
- modifying scrutineer practices.

The VEC acknowledges the collaboration and contributions of council officers in navigating the changes required to the program due to COVID-19.

<sup>2</sup> The Minister published this decision in the Government Gazette on 18 May 2020

<sup>3</sup> 'VEC COVIDSafe election plan' - <https://www.vec.vic.gov.au/about-us/publications/local-council-election-reports-and-plans>



## Kingston City Council

**Election dates****The key timelines that applied to the 2020 local government elections were as follows.**

Deadline fixed by the VEC for council primary enrolment data	Monday 13 July 2020
Close of roll	4 pm Friday 28 August 2020
Opening of the election office to the public	Wednesday 16 September 2020
Certification of the voters' roll and opening of nominations	Thursday 17 September 2020
Close of nominations	12 noon Tuesday 22 September 2020
*Ballot draw	From 1 pm on Tuesday 22 September 2020
*Deadline for lodging candidate statements, photographs and questionnaires	12 noon Wednesday 23 September 2020
*General mail out of ballot packs to voters	Tuesday 6 October to Thursday 8 October 2020
*Close of voting	6 pm Friday 23 October 2020
Day prescribed as Election Day	Saturday 24 October 2020
*Close of extended postal vote receipt period	12 noon Friday 30 October 2020
Declaration of election results	No later than Friday 13 November 2020

\*Dates with asterisks relate to contested elections only.

## Kingston City Council

## About Kingston City Council

Kingston City Council is comprised of 11 councillors elected from single-councillor wards.

The electoral structure was last reviewed in accordance with the *Local Government Act 1989* through an electoral representation review in 2019.

Subsequent to the review, in April 2020 the structure of Kingston City Council was determined by the Minister in accordance with the new LG Act.



**Figure 1:** The electoral structure of Kingston City Council at the general election held on 24 October 2020.

## Voters' roll

The VEC prepared the voters' roll for the election under section 8(2)(c) of the Electoral Act and in accordance with section 249 of the LG Act. The close of roll for the election was 4 pm on Friday 28 August 2020. Pursuant to section 249(4) of the LG Act, the VEC certified the voters' roll on Thursday 17 September 2020.

At certification, the voters' roll for the 2020 Kingston City Council general election included 118,779 enrolled voters.

### Composition of the voters' roll

The LG Act specifies that the voters' roll for a local government election is formed by combining two separate lists of voters.

1. The Electoral Commissioner's list (EC list) – List of State electors that are enrolled within that local government area.
2. The Chief Executive Officer's list (CEO list) – List of council-entitled voters.

Refer to **Appendix 1** for a breakdown of the Kingston City Council general election voters' roll. Where roll amendments were required, the total number of voters on the roll was updated.

### Amendments to the voters' roll

In accordance with section 250 of the LG Act, the VEC is able to amend any error or omission in the preparation, printing or copying of the voters' roll, or correct any misnomer or inaccurate description of any person, place or thing on the voters' roll. Following the passage of the LG Act, amendments to the voters' roll are to be certified by the VEC. All voters added to the roll were issued with a ballot pack. Where a voter was deleted from the roll after the mail-out of ballot material, the VEC had systems in place to ensure that returned ballot papers from the deleted voters could be identified and excluded from the extraction and count. Where roll amendments were required, the total number of voters on the roll was updated.

Following the close of roll, the VEC made six amendments to the voters' roll, three additions and three deletions.

Kingston City Council

## Advertising and communication campaign

### State-wide advertising

The VEC delivered a state-wide advertising campaign to maximise public awareness and participation amongst all eligible voters. Campaign activities and consistent messaging were delivered across two phases – enrolment and voting – and through multiple traditional and emerging mediums, including radio, digital and social media, and offline/outdoor advertising.

### Statutory advertising

The VEC published a series of statutory notices throughout the election as required by the LG Act. The notices included critical information relevant to each milestone of the election timeline.

For the 2020 statutory notices, Kingston City Council nominated the following newspapers for the statutory notices to appear in:

- Chelsea Mordialloc Mentone News

In 2020, the VEC established a new policy position for statutory advertising in alignment with the updated definition of 'publish' in the LG Act. The policy position included the following:

- all statutory and non-statutory election advertising would be published on the VEC website, and
- where available, all statutory and non-statutory election advertising would be published in local newspapers and/or other selected newspapers identified following consultation with the council.

Refer to **Appendix 2** for further information in relation to the statutory advertising.

### VEC website

The VEC provided council specific information regarding the election on its website under the '2020 local council election' page. The VEC website went live for the local government elections in early August 2020. Whilst some council specific data remained static during the election, the website was regularly updated with content relevant to the election and at each key milestone such as close of roll, nominations, voting and results.

### Media liaison

An online media webinar was held on Friday 21 August 2020. The webinar could be downloaded or accessed at a later time for those who were unable to participate live. The media briefing summarised the planning and timeline for the 2020 local government elections, and also provided a specific update in relation to the availability of election results in light of COVID-19.

Media outlets were provided with a media information booklet that outlined the election timeline and key messages, and provided the VEC's head office media contacts. The VEC's communication team supported each Election Manager as the primary media spokesperson in relation to each election.

The VEC's media liaison program principally featured staged media releases aimed to highlight key milestones during the election timeline, and capitalise on existing general news coverage. More information on the VEC's media release schedule is available at

### Appendix 3.

### Social media campaign

As part of its state-wide advertising campaign, the VEC used paid promotions on social media platforms including Facebook, Twitter, Instagram, LinkedIn, Snapchat and WeChat, targeting voters through audience segmentation.

This advertising was supported by a defined timeline of organic social media posts on the VEC's channels, designed to cover each of the key messages of the communication campaign to further extend the reach to the community

## Kingston City Council

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and promote conversation about the democratic process.

### VEC VoterAlert advisories

Electors on the State enrolment register are able to sign up to the VEC's free SMS or email alert service VoterAlert, to receive reminder messages pertinent to elections that affect them. They can subscribe to receive SMS messages only, email only, or both SMS and email.

During the general election, the VEC used its VoterAlert service to send the following direct messages to those State-enrolled voters on the roll for the election.

The messages were rolled out in the following schedule:

Wednesday 19 August to Wednesday 26 August 2020 – 88,946 VoterAlert messages were sent by SMS and email reminding voters to enrol or update their details by the close of roll.

Friday 9 October to Friday 13 October 2020 – 89,920 VoterAlert messages were sent by SMS and email advising that the VEC had commenced posting ballot packs.

Monday 19 October 2020 – 89,477 VoterAlert messages were sent by SMS and email reminding voters that it was the last week to post their ballot material back to the VEC.

In mid-October, the VEC commenced sending its final VoterAlert – a reminder to post ballot packs by the voting deadline. Whilst approximately 900,000 of the 1.8 million voters scheduled to receive an alert were contacted it was identified that an unanticipated high volume of calls was received by both the VEC and councils as a result of the alert. Therefore, the VEC suspended the VoterAlert messages scheduled for the remaining 900,000 voters.

More information on the VEC's VoterAlert advisories is available at **Appendix 4**.

### Voter engagement

The VEC delivered an extensive voter engagement program. The program sessions were implemented throughout Victoria and were specific to local demographics. Please refer to **Appendix 5** to view the full list of initiatives for the 2020 local government elections. Due to the coronavirus (COVID-19) pandemic, the VEC's programs traditionally offered through face-to-face education and engagement were redesigned to comply with health, safety, social distancing and hygiene obligations.

### Blind and low vision services

Braille and large print ballot material was available to blind and low vision voters who had registered for these products by 5 pm on Tuesday 15 September 2020.

The VEC received and processed requests for one braille ballot material and five large print ballot material for Kingston City Council.

### Interpreting services

The VEC engaged the Victorian Interpreting and Language Services' Language Link to provide a telephone interpreting service for telephone enquiries from voters who had a first language other than English. The VEC advertised direct lines for 20 languages other than English and a general line for all other languages.

### Telephone enquiry service

A local telephone enquiry service was provided at the election office from Wednesday 16 September 2020 until the close of voting, for enquiries regarding the election.

The local telephone enquiry service was supplemented by an overflow call centre at the VEC's head office. The overflow call centre received calls made directly to the VEC's head office line (131 VEC, 131 832 or +61 3 8620 1100 for callers outside of Australia) and diverted calls from the election office when the election office lines were at capacity. Additionally, email enquiries were received and processed through [info@vec.vic.gov.au](mailto:info@vec.vic.gov.au).

## Kingston City Council

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The types of calls that are typical during an election relate to:

- voting entitlements and compulsory voting obligations
- enrolment questions
- ballot pack had not been received
- ballot material was spoilt or destroyed, so replacement ballot material was required
- a voter advising that they were overseas or interstate
- queries regarding the content of the ballot pack.

A breakdown of the daily number of calls received by the telephone enquiry service and the overflow call centre in respect to the election is available at **Appendix 6**.

## Election Manager

The VEC maintains a pool of trained senior election officials located across the state to fill election management roles for State and local government elections. Election-specific training is provided to senior election officials prior to each election management appointment.

The size of the election management team appointed for the conduct of an election is based on the size of the council. As required under the LG Act an Election Manager is appointed to conduct the election and is supported by one or more Assistant Election Managers for larger councils, or a senior election official for smaller councils.

In accordance with section 3 of the LG Act, the Electoral Commissioner appointed Jill Esplan as the Election Manager for the 2020 Kingston City Council general election.

The appointed Assistant Election Managers were Robyn Farmer and Jennifer Wright.

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<sup>4</sup> VEC 2020 Determination No.1 - Nominations from candidates impacted by COVID-19 Public Health Directions in respect to local government elections -

## Election office

The Election Manager was responsible for the establishment and management of the election office located at Building 25, 121 Rayhur Street Clayton South. The election office was provided by the VEC.

In accordance with the VEC's COVIDSafe election plan, the election office was open to the public by appointment only. The election office was available for appointments from Wednesday 16 September until Friday 23 October 2020 between 9 am and 5 pm. Opening hours were extended on Thursday 22 October (9 am to 8 pm) and Friday 23 October (9 am to 6 pm) to allow for final enquiries and the hand-delivery of ballots prior to the close of voting. Enquiries regarding the election were also managed by phone.

## Candidates

Nominations for the election opened at 9 am on Thursday 17 September and closed at 12 noon on Tuesday 22 September 2020. Candidates were required to lodge their nomination forms in person at the election office. A \$250 nomination fee applied.

On Wednesday 9 September 2020, the Electoral Commissioner published a determination<sup>4</sup> establishing a framework for prospective candidates who were prevented from attending the election office due to health directions regarding COVID-19 under the *Public Health and Wellbeing Act 2008*. The determination outlined provisions for electronic lodgement of the nomination form and nomination fee for affected candidates.

## Candidate information

The VEC developed a suite of resources that were accessible to prospective candidates prior to the nomination period. From early September, candidates were able to access the VEC's information about the process of nominating and becoming a candidate for the election. The VEC's online *Candidate Helper*,

<https://www.vec.vic.gov.au/about-us/legislation/determinations>

## Kingston City Council

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accessible via the VEC website, went live on Thursday 3 September 2020. The *Candidate Helper* enabled candidates to pre-complete their nomination form and other forms online before lodging them with the Election Manager.

For the 2020 elections, the VEC's candidate information session was recorded and available for online streaming from the VEC website. The session was complemented by three state-wide interactive seminars consisting of a panel from the VEC's leadership and executive teams.

### Nominations

At the close of nominations, 73 candidates had nominated for election to council.

The following is a breakdown of candidate nominations per ward:

- Banksia Ward - seven nominations
- Bunjil Ward - four nominations
- Caruana Ward - eight nominations
- Chicquita Ward - seven nominations
- Como Ward - five nominations
- Karkarook Ward - 12 nominations
- Longbeach Ward - seven nominations
- Melaleuca Ward - six nominations
- Sandpiper Ward - six nominations
- Wattle Ward - five nominations
- Yammerbook Ward - six nominations

Ballot draws to determine the order in which the names would appear on the ballot paper were held at the election office following the close of nominations using the VEC's computerised ballot draw application.

See **Appendix 7** for the list of candidates in ballot draw order.

### Candidate statements and photos

In accordance with Regulation 39 of the Regulations, candidates were able to lodge a 300 word statement and submit a recent photograph for inclusion in the ballot packs sent to voters. The deadline for the submission of candidate statements and photographs was 12 noon on Wednesday 23 September 2020.

See **Appendix 7.2** for a breakdown of submitted statements and photos, and **7.2** for the sample website version product.

### Candidate questionnaires

In accordance with Regulation 43 of the Regulations, candidates were able to complete and lodge their answers to a set of prescribed questions in addition to a statement and photograph. The Election Manager accepted questionnaire submissions lodged by 72 of the 73 candidates at the election.

The completed questionnaires were accessible to voters on the VEC website or by contacting the election office.

## Voting

### Redirection of ballot packs

The Regulations provide that a voter may – no later than the day the roll is certified (or a later date if specified by the Election Manager under Regulation 22(2)(f) of the Regulations) – make a request in writing to the Election Manager to have their postal ballot envelope redirected to another address. For the 2020 elections voters had until Thursday 17 September to submit requests for redirection.

The Election Manager received 13 requests for redirection of ballot packs for the election.

### Early votes

A voter may request an early postal ballot envelope (early vote) prior to the general mail out of ballot packs. The Election Manager processes the request and issues the early vote if the request is assessed as reasonable. Requests for early votes could be processed from Wednesday 23 September 2020, the day

## Kingston City Council

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after nominations closed, until the commencement of the general mail out of ballot packs on Tuesday 6 October 2020. Due to the timing of early votes, some early voters may not have had access to the candidate statements, photographs or questionnaires.

Due to the impact that COVID-19 restrictions had on election services for the 2020 elections, requests for early votes were managed by appointment.

The Election Manager did not receive any early vote requests for the election.

### Mail-out of ballot packs

The VEC mailed 118,776 ballot packs between Tuesday 6 October and Thursday 8 October 2020. See **Appendix 8** for a breakdown of the packs mailed out on each day during the general mail-out nothing that ballot packs were not mailed to any voters that had passed away between the close of the roll and generation of the mail-out file.

This included 13 ballot packs that were redirected to alternative addresses for voters that had applied to redirect their ballot pack by Thursday 17 September 2020.

In accordance with Regulation 49(3) of the Regulations, no more than 35% of ballot packs were mailed or delivered to voters on any one day during the mail out period. All ballot packs were lodged with Australia Post under the priority paid delivery timetable.

The VEC liaised closely with Australia Post during the mail out period to confirm that ballot packs had been delivered to voters. The VEC received confirmation that all ballot packs had been delivered to delivery addresses by Wednesday 14 October 2020.

During the voting period, 2,330 ballot packs were returned to the election office by Australia Post as return-to-sender mail. Most of this mail was due to the addressee not residing at the address.

### Election office counter services

In order to safeguard the health and wellbeing of voters and VEC personnel in the COVID-19 environment, the VEC did not provide an over-the-counter replacement or unenrolled vote service at election offices in the Metropolitan Melbourne region (including Mitchell Shire Council) for the elections. Similar restrictions were initially imposed on election offices in Regional Victoria and were relaxed in the final weeks of voting. Voters were advised to request replacement or unenrolled ballot material by phone, which was sent to them by post.

### Unenrolled votes

Unenrolled votes are issued to people whose name cannot be found on the voters' roll but who claim they are entitled to vote at the election. The unenrolled ballot pack includes a declaration that is signed by the applicant and assessed by the Election Manager prior to either admitting or disallowing the vote.

The Election Manager issued 33 unenrolled votes and following relevant checks, five were admitted to the count.

### Replacement ballot packs

Following the general mail-out of ballot packs, a voter who claimed that their ballot pack had not been received, or had been lost, spoiled or destroyed, could apply to the Election Manager for a replacement ballot pack. Requests for replacement ballot packs within metropolitan councils were processed and fulfilled at the election office then lodged at the local postal facility. In order to assist in the mail turnaround time for regional councils, the VEC established a centralised postal vote issuing service at head office. Replacement vote requests were processed at the election office and fulfilled and lodged with Australia Post from the VEC in Melbourne.

The Election Manager issued 2,289 replacement ballot packs across all wards during the voting period. Please refer to **Schedule 1** for further information on replacement ballot packs issued.

## Kingston City Council

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### Return of ballot paper envelopes

Voters were provided with a priority reply-paid envelope for the return of their ballot paper envelope containing their completed ballot paper. The return mail was delivered to the election office from local postal facilities or mail distribution centres. Voters who chose to hand-deliver their vote to the election office were able to do so by placing their ballot paper envelope containing their completed ballot paper into ballot boxes located at the election office. The ballot boxes allowed voters to drop off their ballot envelopes without interaction with staff, therefore remaining compliant with a COVIDSafe election<sup>5</sup>.

As ballot paper envelopes were returned, they were progressively checked by the election management team to ensure they had been signed by the voter. Additionally, processes were in place to ensure that only one returned ballot from any one voter could proceed to the extraction and count.

The Election Manager received a total of 85,471 returned ballot paper envelopes across all wards by the close of voting at 6 pm on Friday 23 October 2020.

The Regulations provide that the Election Manager can accept returned ballot paper envelopes up until 12 noon on the Friday following the close of voting, if satisfied that the ballot paper envelope was completed by the voter prior to the close of voting. The Election Manager accepted 18,509 ballot paper envelopes across all wards during the extended postal vote receipt period.

The total returned ballot paper envelopes for Kingston City Council was 103,980.

The Election Manager set aside 3,136 returned ballot paper envelopes that were not admitted to the extraction and counting process due to the voter not having signed the declaration envelope or, in the case of unenrolled declaration votes, an entitlement was not found for the person, or the declaration envelope was not returned with the vote.

<sup>5</sup> 'VEC COVIDSafe election plan' - <https://www.vec.vic.gov.au/about-us/publications/local-council-election-reports-and-plans>

Refer to **Schedule 1** for the total certified record of ballot papers and declaration envelopes across all wards.

## Results

### Extraction

A total of 100,844 ballot paper envelopes were admitted to the extraction process.

The extraction of ballot papers occurred at the election office commencing on Monday 26 October. The extraction of all admitted ballot paper envelopes was completed on Thursday 5 November, following the close of the extended postal vote receipt period.

The extraction process involved separating the declaration flaps containing voters' details from each admitted ballot paper envelope, and then extracting the ballot papers from the envelopes. This two-stage process maintains anonymity and ensures the number of envelopes is tracked for ongoing reconciliation.

Any returned ballot paper envelopes found not to contain a ballot paper, or that contained more than one ballot paper, were required to be rejected and could not be counted. There were 204 returned ballot paper envelopes rejected during the extraction activity.

Following the extraction of ballot papers from the ballot paper envelopes, a total of 100,640 ballot papers proceeded to the count.

### Manual count

Ballot papers for all wards were counted manually using the preferential method of counting at the Election Office following the extraction of ballot papers.

The provisional results were published to the VEC website as they became available. Results were updated as finalised<sup>6</sup> once declarations had taken place.

<sup>6</sup> A preference distribution report can be found at [2020 council election results | Victorian Electoral Commission \(vec.vic.gov.au\)](https://www.vec.vic.gov.au/council-election-results).



## Kingston City Council

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For a breakdown of the first preference results by ward, refer to **Appendix 9**.

### Recounts

At any time before a candidate is declared as elected, a recount may be initiated by the Election Manager or requested in writing by a candidate stating the reasons for their request. Such requests are assessed by the Election Manager supported by the VEC and either accepted or declined.

The Election Manager did not receive any requests for a recount following the count for Kingston City Council.

### Declaration of results

The declaration of results was scheduled later than at previous elections, due to the impact of COVID-19 restrictions on extraction and counting timelines. As per the Service Plan, the latest date for all results declarations to have been completed was Friday 13 November 2020.

The results of the 2020 Kingston City Council general election were declared at 9.30 am on Wednesday 11 November 2020 at the Moorabbin Town Hall, 981 Nepean Highway, Moorabbin.

The VEC website was updated following the declaration to reflect the elected candidates from the election.

## Election statistics

### Participation

Participation is measured by the number of marks on the roll as a percentage of the total enrolment and can vary from turnout. The overall participation rate in the Kingston City Council election was 87.13%, which is higher than the State average of 84.12% (excluding Melbourne City Council) and higher than the 77.23% rate at the 2016 Kingston City Council general election.

Analysis of voter participation for the different enrolment categories shows that participation is higher for voters who are enrolled on the EC's List (88.91%) compared to voters enrolled on the CEO's List (63.07%).

Refer to **Appendix 10** for further information on participation, including a breakdown by enrolment category.

### Turnout

Voter turnout is measured by the number of formal and informal ballot papers counted in the election as a percentage of voters on the voters' roll for the election.

The overall voter turnout for the 2020 Kingston City Council general election was 84.73%. This is compared to the State average turnout of 81.47% (excluding Melbourne City Council). The voter turnout at the 2016 general election for council was 75.99%.

### Informality

The overall informal voting rate recorded at the 2020 Kingston City Council general election was 2.75%, compared with the State average of 4.76%. An informality rate of 6.84% was recorded at the Kingston City Council general election held in October 2016.

## Complaints

### Type of complaints

At local government elections, complaints generally fall into two broad categories:

#### 1. The conduct of participants in the election.

Complaints about the conduct of candidates and other participants in the election, at times alleging a breach of the LG Act or local laws.

#### 2. The administration of the election.

Complaints about the conduct of the election and services to voters.

## Kingston City Council

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The majority of complaints at the 2020 local government elections related to category one, often where the complainant alleged inappropriate or illegal action by another person or group associated with the election.

### Complaints process

The VEC operates a streamlined complaints process during elections, developed in consultation with local councils and enforcement agencies. The process requires complaints to be lodged in writing, and they are then processed through the VEC's head office. For the 2020 local government elections, customers were able to provide feedback and complaints through an online submission form on the VEC's website.

Each complaint is evaluated, and an appropriate course of action is determined. Complaints alleging a breach of the LG Act, for example, are forwarded to the Local Government Inspectorate (LGI). Complaints relating to local laws are referred to council. Complaints about the VEC's services or the behaviour or actions of VEC staff and election officials are the responsibility of the VEC. In these cases, the VEC investigates the matter and determines the most appropriate response. The VEC committed to responding to each complaint within five working days, however due to the unanticipated high volume of complaints received this extended in some instances.

### Complaints received

The VEC received 60 written complaints relating to the election for Kingston City Council. Please see **Appendix 11** for a description of complaints received by the VEC.

## Post-election activities

### Storage of election material

All records from the election will be kept by the VEC safely and secretly in accordance with Regulation 79 of the Regulations.

### Refund of nomination fees

Nomination fees were refunded to eligible candidates on Thursday 10 December 2020. Eligible candidates included elected candidates or those who received at least 4% of the first preference vote. Any forfeited nomination fees were remitted to Council on 10 December 2020.

### Courts and tribunals

The VCAT is responsible for hearing disputes on the validity of an election under section 311 of the LG Act.

Applications for a review of the declaration of the results of an election must be lodged within 14 days of the election and can be made by a candidate in the election, 10 persons who were entitled to vote at the election, or the VEC.

There were no applications to the VCAT disputing the result of the Kingston City Council general election.

## Non-voter follow up

In accordance with section 267 of the LG Act, the VEC has commenced its compulsory voting enforcement program. Any person who was required to vote at the election and failed to vote will be issued with an Apparent Failure to Vote Notice. Apparent non-voters have 28 days in which to respond.

People who do not respond to that notice, or do not provide a satisfactory response to the notice, may be issued with an Infringement Notice that will incur a penalty. Further follow-up by way of a Penalty Reminder Notice may also take place – this stage includes the original penalty and a Penalty Reminder Notice fee. Penalties collected on behalf of council will be reimbursed at the end of the Infringement and Penalty Reminder Notice stages.

Additionally, during the Infringement and Penalty Reminder Notice stages, non-voters may request for their matter to proceed directly to the Magistrates' Court.

## Kingston City Council

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Any such requests will be actioned at the conclusion of the Infringement and Penalty Reminder Notice stages. The VEC will lodge the file of any remaining non-voters with Fines Victoria at the conclusion of the Penalty Reminder Notice stage.

## Evaluating the VEC's services

The VEC is committed to providing high quality election services to its local government clients. Through the VEC's formal feedback and debriefing program, the VEC is able to gauge its performance and seek advice for future local government election projects.

### Feedback from councils

The VEC invited feedback from councils on its services in December 2020 and acknowledges the receipt of feedback provided by Kingston City Council. Additional feedback can be provided to the Program Manager for Local Government elections by emailing [LGProgram2020@vec.vic.gov.au](mailto:LGProgram2020@vec.vic.gov.au).

### Internal debriefing program

After every electoral event, the VEC conducts an internal debriefing program which includes input from all areas across the VEC's workforce. Internal debriefing following the local government elections commenced in December 2020. In due course, the VEC will publish a consolidated report on its performance and key statistics from the elections. This report will be tabled in Parliament and available on the VEC website.

Kingston City Council

## Schedule 1: Record of ballot papers and declaration envelopes

Kingston City Council Banksia Ward election	
<b>BALLOT PAPERS PRINTED</b>	
Victorian Electoral Commission	13,250
Election Manager	0
<b>Total</b>	<b>13,250</b>
<b>BALLOT PAPERS ISSUED</b>	
General mail out	11,013
Early and replacement votes	204
Unenrolled declaration votes	2
Spoilt	0
<b>Sub total</b>	<b>11,219</b>
Unused	2,031
<b>Total</b>	<b>13,250</b>
<b>DECLARATIONS RETURNED</b>	
General mail out admitted to the extraction	9,055
Early and replacement votes admitted to the extraction	75
Unenrolled declaration votes admitted to the extraction	0
Returned declarations unable to admit to extraction	302
Declarations returned to sender	202
<b>Sub total</b>	<b>9,584</b>
Declarations not returned	1,635
<b>Total</b>	<b>11,219</b>

## Kingston City Council

**Kingston City Council Bunjil Ward election****BALLOT PAPERS PRINTED**

Victorian Electoral Commission	13,250
Election Manager	0
<b>Total</b>	<b>13,250</b>

**BALLOT PAPERS ISSUED**

General mail out	11,341
Early and replacement votes	251
Unenrolled declaration votes	8
Spoilt	0
<b>Sub total</b>	<b>11,600</b>
Unused	1,650
<b>Total</b>	<b>13,250</b>

**DECLARATIONS RETURNED**

General mail out admitted to the extraction	9,303
Early and replacement votes admitted to the extraction	111
Unenrolled declaration votes admitted to the extraction	2
Returned declarations unable to admit to extraction	350
Declarations returned to sender	302
<b>Sub total</b>	<b>10,068</b>
Declarations not returned	1,532
<b>Total</b>	<b>11,600</b>

## Kingston City Council

**Kingston City Council Caruana Ward election****BALLOT PAPERS PRINTED**

Victorian Electoral Commission	13,250
Election Manager	0
<b>Total</b>	<b>13,250</b>

**BALLOT PAPERS ISSUED**

General mail out	10,922
Early and replacement votes	152
Unenrolled declaration votes	0
Spoilt	0
<b>Sub total</b>	<b>11,074</b>
Unused	2,176
<b>Total</b>	<b>13,250</b>

**DECLARATIONS RETURNED**

General mail out admitted to the extraction	9,574
Early and replacement votes admitted to the extraction	68
Unenrolled declaration votes admitted to the extraction	0
Returned declarations unable to admit to extraction	268
Declarations returned to sender	147
<b>Sub total</b>	<b>10,057</b>
Declarations not returned	1,017
<b>Total</b>	<b>11,074</b>

## Kingston City Council

**Kingston City Council Chicquita Ward election****BALLOT PAPERS PRINTED**

Victorian Electoral Commission	12,250
Election Manager	0
<b>Total</b>	<b>12,250</b>

**BALLOT PAPERS ISSUED**

General mail out	10,686
Early and replacement votes	172
Unenrolled declaration votes	1
Spoilt	0
<b>Sub total</b>	<b>10,859</b>
Unused	1,391
<b>Total</b>	<b>12,250</b>

**DECLARATIONS RETURNED**

General mail out admitted to the extraction	9,150
Early and replacement votes admitted to the extraction	71
Unenrolled declaration votes admitted to the extraction	0
Returned declarations unable to admit to extraction	276
Declarations returned to sender	195
<b>Sub total</b>	<b>9,692</b>
Declarations not returned	1,167
<b>Total</b>	<b>10,859</b>

## Kingston City Council

**Kingston City Council Como Ward election****BALLOT PAPERS PRINTED**

Victorian Electoral Commission	13,250
Election Manager	0
<b>Total</b>	<b>13,250</b>

**BALLOT PAPERS ISSUED**

General mail out	11,482
Early and replacement votes	251
Unenrolled declaration votes	5
Spoilt	0
<b>Sub total</b>	<b>11,738</b>
Unused	1,512
<b>Total</b>	<b>13,250</b>

**DECLARATIONS RETURNED**

General mail out admitted to the extraction	9,583
Early and replacement votes admitted to the extraction	113
Unenrolled declaration votes admitted to the extraction	0
Returned declarations unable to admit to extraction	282
Declarations returned to sender	244
<b>Sub total</b>	<b>10,222</b>
Declarations not returned	1,516
<b>Total</b>	<b>11,738</b>



## Kingston City Council

**Kingston City Council Karkarook Ward election****BALLOT PAPERS PRINTED**

Victorian Electoral Commission	13,250
Election Manager	0
<b>Total</b>	<b>13,250</b>

**BALLOT PAPERS ISSUED**

General mail out	11,319
Early and replacement votes	209
Unenrolled declaration votes	4
Spoilt	0
<b>Sub total</b>	<b>11,532</b>
Unused	1,718
<b>Total</b>	<b>13,250</b>

**DECLARATIONS RETURNED**

General mail out admitted to the extraction	9,330
Early and replacement votes admitted to the extraction	105
Unenrolled declaration votes admitted to the extraction	2
Returned declarations unable to admit to extraction	270
Declarations returned to sender	211
<b>Sub total</b>	<b>9,918</b>
Declarations not returned	1,614
<b>Total</b>	<b>11,532</b>

## Kingston City Council

**Kingston City Council Longbeach Ward election****BALLOT PAPERS PRINTED**

Victorian Electoral Commission	12,250
Election Manager	0
<b>Total</b>	<b>12,250</b>

**BALLOT PAPERS ISSUED**

General mail out	10,256
Early and replacement votes	193
Unenrolled declaration votes	3
Spoilt	0
<b>Sub total</b>	<b>10,450</b>
Unused	1,800
<b>Total</b>	<b>12,250</b>

**DECLARATIONS RETURNED**

General mail out admitted to the extraction	8,513
Early and replacement votes admitted to the extraction	83
Unenrolled declaration votes admitted to the extraction	0
Returned declarations unable to admit to extraction	269
Declarations returned to sender	229
<b>Sub total</b>	<b>9,094</b>
Declarations not returned	1,356
<b>Total</b>	<b>10,450</b>

## Kingston City Council

**Kingston City Council Melaleuca Ward election****BALLOT PAPERS PRINTED**

Victorian Electoral Commission	13,250
Election Manager	0
<b>Total</b>	<b>13,250</b>

**BALLOT PAPERS ISSUED**

General mail out	11,149
Early and replacement votes	236
Unenrolled declaration votes	3
Spoilt	0
<b>Sub total</b>	<b>11,388</b>
Unused	1,862
<b>Total</b>	<b>13,250</b>

**DECLARATIONS RETURNED**

General mail out admitted to the extraction	9,378
Early and replacement votes admitted to the extraction	105
Unenrolled declaration votes admitted to the extraction	1
Returned declarations unable to admit to extraction	286
Declarations returned to sender	200
<b>Sub total</b>	<b>9,970</b>
Declarations not returned	1,418
<b>Total</b>	<b>11,388</b>

## Kingston City Council

**Kingston City Council Sandpiper Ward election****BALLOT PAPERS PRINTED**

Victorian Electoral Commission	12,250
Election Manager	0
<b>Total</b>	<b>12,250</b>

**BALLOT PAPERS ISSUED**

General mail out	10,246
Early and replacement votes	216
Unenrolled declaration votes	3
Spoilt	0
<b>Sub total</b>	<b>10,465</b>
Unused	1,785
<b>Total</b>	<b>12,250</b>

**DECLARATIONS RETURNED**

General mail out admitted to the extraction	8,720
Early and replacement votes admitted to the extraction	92
Unenrolled declaration votes admitted to the extraction	1
Returned declarations unable to admit to extraction	290
Declarations returned to sender	198
<b>Sub total</b>	<b>9,301</b>
Declarations not returned	1,164
<b>Total</b>	<b>10,465</b>

## Kingston City Council

**Kingston City Council Wattle Ward election****BALLOT PAPERS PRINTED**

Victorian Electoral Commission	11,250
Election Manager	0
<b>Total</b>	<b>11,250</b>

**BALLOT PAPERS ISSUED**

General mail out	9,865
Early and replacement votes	230
Unenrolled declaration votes	5
Spoilt	0
<b>Sub total</b>	<b>10,100</b>
Unused	1,150
<b>Total</b>	<b>11,250</b>

**DECLARATIONS RETURNED**

General mail out admitted to the extraction	8,155
Early and replacement votes admitted to the extraction	98
Unenrolled declaration votes admitted to the extraction	0
Returned declarations unable to admit to extraction	296
Declarations returned to sender	248
<b>Sub total</b>	<b>8,797</b>
Declarations not returned	1,303
<b>Total</b>	<b>10,100</b>

## Kingston City Council

**Kingston City Council Yammerbook Ward election****BALLOT PAPERS PRINTED**

Victorian Electoral Commission	12,250
Election Manager	0
<b>Total</b>	<b>12,250</b>

**BALLOT PAPERS ISSUED**

General mail out	10,497
Early and replacement votes	175
Unenrolled declaration votes	1
Spoilt	0
<b>Sub total</b>	<b>10,673</b>
Unused	1,577
<b>Total</b>	<b>12,250</b>

**DECLARATIONS RETURNED**

General mail out admitted to the extraction	9,133
Early and replacement votes admitted to the extraction	72
Unenrolled declaration votes admitted to the extraction	1
Returned declarations unable to admit to extraction	247
Declarations returned to sender	154
<b>Sub total</b>	<b>9,607</b>
Declarations not returned	1,066
<b>Total</b>	<b>10,673</b>

Kingston City Council

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## Schedule 2: Certification statement

In accordance with Regulation 77, I certify that Schedule 1 of this report on the conduct of the 2020 Kingston City Council local government election is a true and correct account of the number of ballot papers issued, returned and not used in this election and declarations not returned.



Warwick Gately AM  
Electoral Commissioner

## Kingston City Council

## Appendix 1: Breakdown of the voters' roll

Kingston City Council	
Voters enrolled through an entitlement under section 241 of the LG Act	110,626
Voters enrolled through entitlements under sections 242 – 245 of the LG Act	8,153
<b>Total</b>	<b>118,779</b>

Banksia Ward election	
Voters enrolled through an entitlement under section 241 of the LG Act	10,269
Voters enrolled through entitlements under sections 242 – 245 of the LG Act	744
<b>Banksia Ward election total</b>	<b>11,013</b>

Bunjil Ward election	
Voters enrolled through an entitlement under section 241 of the LG Act	10,288
Voters enrolled through entitlements under sections 242 – 245 of the LG Act	1,054
<b>Bunjil Ward election total</b>	<b>11,342</b>

Caruana Ward election	
Voters enrolled through an entitlement under section 241 of the LG Act	10,452
Voters enrolled through entitlements under sections 242 – 245 of the LG Act	471
<b>Caruana Ward election total</b>	<b>10,923</b>

Chicquita Ward election	
Voters enrolled through an entitlement under section 241 of the LG Act	10,145
Voters enrolled through entitlements under sections 242 – 245 of the LG Act	541
<b>Chicquita Ward election total</b>	<b>10,686</b>

Como Ward election	
Voters enrolled through an entitlement under section 241 of the LG Act	10,346
Voters enrolled through entitlements under sections 242 – 245 of the LG Act	1,136
<b>Como Ward election total</b>	<b>11,482</b>



## Kingston City Council

**Karkarook Ward election**

Voters enrolled through an entitlement under section 241 of the LG Act	10,071
Voters enrolled through entitlements under sections 242 – 245 of the LG Act	1,249
<b>Karkarook Ward election total</b>	<b>11,320</b>

**Longbeach Ward election**

Voters enrolled through an entitlement under section 241 of the LG Act	9,589
Voters enrolled through entitlements under sections 242 – 245 of the LG Act	667
<b>Longbeach Ward election total</b>	<b>10,256</b>

**Melaleuca Ward election**

Voters enrolled through an entitlement under section 241 of the LG Act	10,426
Voters enrolled through entitlements under sections 242 – 245 of the LG Act	723
<b>Melaleuca Ward election total</b>	<b>11,149</b>

**Sandpiper Ward election**

Voters enrolled through an entitlement under section 241 of the LG Act	9,872
Voters enrolled through entitlements under sections 242 – 245 of the LG Act	374
<b>Sandpiper Ward election total</b>	<b>10,246</b>

**Wattle Ward election**

Voters enrolled through an entitlement under section 241 of the LG Act	9,180
Voters enrolled through entitlements under sections 242 – 245 of the LG Act	685
<b>Wattle Ward election total</b>	<b>9,865</b>

**Yammerbook Ward election**

Voters enrolled through an entitlement under section 241 of the LG Act	9,988
Voters enrolled through entitlements under sections 242 – 245 of the LG Act	509
<b>Yammerbook Ward election total</b>	<b>10,497</b>

Kingston City Council

## Appendix 2: Statutory advertising

### Kingston City Council election schedule of public notices

#### Close of roll notice (see Appendix 2.1 for example)

VEC Website	8 August 2020
Chelsea Mordialloc Mentone News	12 August 2020

#### Notice of election (see Appendix 2.2 for example)

VEC Website	31 August 2020
Chelsea Mordialloc Mentone News	9 September 2020

#### Voting details notice (see Appendix 2.3 for example)

VEC Website	28 September 2020
Chelsea Mordialloc Mentone News	30 September 2020

#### Reminder notice (see Appendix 2.4 for example)

VEC Website	12 October 2020
Chelsea Mordialloc Mentone News	14 October 2020

#### Notice of result (see Appendix 2.5 for example)


VEC Website	23 November 2020
Chelsea Mordialloc Mentone News	25 November 2020

## Kingston City Council

## Appendix 2.1: Close of roll notice for Kingston City Council

## Kingston City Council postal election

Your council, your vote



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**You must be enrolled to vote**

A general election will be held for Kingston City Council in October 2020. To be able to vote in the election, you must be enrolled by the close of roll at 4 pm on Friday 28 August 2020. Two categories of voters can be enrolled to vote in the Kingston City Council election: State-enrolled voters and Council-enrolled voters.

**State-enrolled voters**

**Am I enrolled to vote?**

You are automatically enrolled for this election if:

- you will be 18 years of age or over on Saturday 24 October 2020 AND
- you live in the City of Kingston AND
- you are on the State electoral roll for your current address.

**You need to enrol if:**

- you are an Australian citizen aged 18 or over on Saturday 24 October 2020 AND
- you live in the City of Kingston and you are not on the State electoral roll OR
- you have lived at your current residential address within the City of Kingston for at least a month and have not yet updated your enrolment details, including any changes to your postal address.

**How do I enrol?**

You can enrol online at [vec.vic.gov.au](http://vec.vic.gov.au)

You can also download an enrolment form from the website. All enrolment applications must be received by the Victorian Electoral Commission by the close of roll at 4 pm on Friday 28 August 2020.

**How can I check my State enrolment?**

You can check your enrolment details online at [vec.vic.gov.au](http://vec.vic.gov.au) at any time, or call 1300 805 478.

**Council-enrolled voters**

**Am I enrolled to vote?**

To be a Council-enrolled voter, you must be:

- 18 years of age or over on Saturday 24 October 2020 AND
- not a State-enrolled voter within the City of Kingston.

You are automatically enrolled for this election if you were enrolled as a non-resident owner at the most recent election for your local area. This includes any by-elections held since the last general election.

If your circumstances have changed since the most recent election and you are no longer a non-resident owner of that property, you will not be automatically enrolled for this election. Depending on your circumstances, you may still be eligible to apply to be enrolled as a Council-enrolled voter.

**Who else can enrol & vote?**

You may also apply to enrol if:

- you have purchased a rateable property in the City of Kingston since the last election or by-election and you are not automatically enrolled OR
- you are not an Australian citizen and you live in, and pay rates for, a property within the City of Kingston OR
- you pay rates on a property you occupy in the City of Kingston, for example you are a shop tenant and pay rates to the Council for the tenancy, and you have no other voting entitlement within the City of Kingston OR
- you are a director or company secretary of a corporation that pays rates to Kingston City Council and you have no other voting entitlement within the City of Kingston.

**How do I apply to be a Council-enrolled voter?**

If you meet any of the mentioned criteria and wish to enrol, contact Kingston City Council on 1300 653 356 for a council enrolment form. Council enrolment forms must be received by the Council by the close of roll at 4 pm on Friday 28 August 2020.

**How can I check if I am Council-enrolled?**

You can check your enrolment details by contacting the Council on 1300 653 356.

**Thinking about standing for election?**

Candidate requirements have recently changed. To nominate as a candidate for Kingston City Council, you must:

- be an Australian citizen and enrolled on the voters' roll for Kingston City Council AND
- be eligible to become a councillor should you be elected AND
- have completed the mandatory candidate training before lodging your nomination with the Election Manager.

For further information, visit [vec.vic.gov.au](http://vec.vic.gov.au)

## Enrolment closes

### 4 pm Friday 28 August




State-enrolled voters can register for free VoterAlert SMS and email reminders at [vec.vic.gov.au](http://vec.vic.gov.au)


**vec.vic.gov.au | 131 832**

For enquiries in languages other than English call our interpreting service:

• Amharic 0200 0100 Amharic • العربية 0200 0100 Arabic • Босански 0200 0101 Bosnian • 粵語 0200 0101 Cantonese • Hrvatski 0200 0102 Croatian • 0200 0100 Dari • 0200 0101 Darija • 0200 0102 English • Italiano 0200 0104 Italian • 0200 0105 Korean • 한국어 0200 0104 Korean • Македонски 0200 0105 Macedonian • 0200 0105 Mandarin • 0200 0105 Persian • Русский 0200 0106 Russian • Српски 0200 0107 Serbian • Suomi 0200 0108 Finnish • Español 0200 0109 Spanish • Tiếng Việt 0200 0110 Vietnamese • Việt ngữ 0200 0111 Vietnamese • All other non-English languages 0200 0112

Authorised by W. Gettler, AM, Electoral Commissioner, 800 Collins Street, Melbourne, Victoria.

@vecgovvic   



Kingston City Council

Appendix 2.2: Notice of election for Kingston City Council

## Kingston City Council postal election

*Your council, your vote*

**Vote by post this October**

**Voting**

Ballot packs will be mailed to voters enrolled in the Kingston City Council election from Tuesday 6 October 2020. Return your completed ballot material by mail ASAP or hand-deliver it to the Election Manager by the close of voting at 6 pm on Friday 23 October 2020.

**If you will be away**

If you will be away when ballot packs are mailed, or your address has changed since Friday 28 August 2020, you can request for your ballot pack to be redirected by writing to:


Election Manager  
Kingston City Council election  
c/- Victorian Electoral Commission  
Level 11, 530 Collins Street  
Melbourne VIC 3000

Alternatively, you can email your request to: [redirections@vec.vic.gov.au](mailto:redirections@vec.vic.gov.au)

Please include the address for redirection. Each voter requesting redirection must sign their request. Requests for redirection must be received by **Thursday 17 September 2020**.

**Large print and braille ballot papers**

Large print or braille ballot papers are available for voters who are blind or have low vision—please register by **Tuesday 10 September 2020**. To register, call (03) 8620 1222 during business hours.



**Request an early postal vote**

To apply for an early postal vote, contact the Election Manager from **Wednesday 23 September 2020** on (03) 8619 1435 and make an application. You must provide a valid reason.

**How to nominate as a candidate**

**Candidate requirements have recently changed. To nominate as a candidate, you must:**

- be an Australian citizen and enrolled on the voters' roll for Kingston City Council AND
- be eligible to become a councillor should you be elected AND
- have completed the mandatory candidate training before lodging your nomination with the Election Manager.

To nominate, complete the nomination form and lodge it with the Election Manager together with the \$250 nomination fee. Nomination forms can be lodged by appointment during business hours from **Thursday 17 September 2020** until **12 noon on Tuesday 22 September 2020** at:

Building 25, 121 Rayhur Street, Clayton South

Visit [vec.vic.gov.au](http://vec.vic.gov.au) for more information and to pre-complete your nomination form using the online Candidate Helper. The online Candidate Helper will be available from **Thursday 3 September 2020**.

If you use the online Candidate Helper, print your pre-completed form and make an appointment to lodge it with the Election Manager along with the nomination fee.

Call the Election Manager from **Wednesday 16 September 2020** on (03) 8619 1435 to make a nomination appointment.

[vec.vic.gov.au](http://vec.vic.gov.au) | 131 832

For enquiries in languages other than English call our interpreting service:  
 • שמעך 8200 0180 Amharic • العربية 8200 0190 Arabic • Босански 8200 0191 Bosnian • 粵語 8200 0101 Cantonese • Hrvatski 8200 0102 Croatian • عربي 8200 0180 Dari  
 • Dinka 8200 0110 Dinka • বাংলা 8200 0103 Gaeek • Italiano 8200 0104 Italian • 한국어 8200 0105 Korean • Македонски 8200 0106 Macedonian  
 • 普通话 8200 0108 Mandarin • العربية 8200 0185 Persian • Русский 8200 0196 Russian • Српски 8200 0107 Serbian • Soomaali 8200 0108 Somali • Español 8200 0109 Spanish  
 • Tiếng 8200 0110 Turkish • Việt 8200 0111 Vietnamese • All other non-English languages 8200 0112

Authorised by W. Gately, AM, Electoral Commissioner, 530 Collins Street, Melbourne, Victoria.

Appendix 2.3: Voting details notice for Kingston City Council

## Kingston City Council postal election

*Your council, your vote*

**Check the mail for your ballot pack**

Ballot packs containing voting material will be mailed to enrolled voters from **Tuesday 6 October 2020**.

This is a postal election only.

If you do not receive your ballot pack by **Friday 16 October 2020**, please call (03) 8619 1435 during office hours to arrange a replacement.

**How to vote correctly**

You must complete your ballot paper correctly for your vote to count. Put the number 1 in the box next to the candidate you most want to see elected, then number ALL the other boxes in order of your choice. You must number EVERY BOX and only use each number once.

**How to return your completed ballot paper**

Follow the instructions on your ballot paper to complete your vote. To return your completed ballot paper, put it in the ballot paper envelope then use the reply-paid envelope provided or hand-deliver it during office hours to:

Building 25, 121 Rayhur Street, Clayton South

**Voting is compulsory**

Voting is compulsory for all voters who were on the State roll at 4 pm on **Friday 28 August 2020**.

You may be fined if you do not vote — this includes homeowners and tenants. You are encouraged to vote, but you will not be fined if you don't vote, if:

- you live outside this local council area OR
- you are enrolled directly with the Council to be on the voters' roll for this election.

**Your completed ballot pack must be in the mail or hand-delivered by 6 pm\* Friday 23 October**

\*Local mail clearance times vary. Ballot packs must be mailed before final clearance times in the last week of voting. Don't risk a fine.

State-enrolled voters can register for free VoterAlert SMS and email reminders at [vec.vic.gov.au](http://vec.vic.gov.au)

[vec.vic.gov.au](http://vec.vic.gov.au) | (03) 8619 1435

For enquiries in languages other than English call our interpreting service:  
 • שמעך 8200 0180 Amharic • العربية 8200 0190 Arabic • Босански 8200 0191 Bosnian • 粵語 8200 0101 Cantonese • Hrvatski 8200 0102 Croatian • عربي 8200 0180 Dari  
 • Dinka 8200 0110 Dinka • বাংলা 8200 0103 Gaeek • Italiano 8200 0104 Italian • 한국어 8200 0105 Korean • Македонски 8200 0106 Macedonian  
 • 普通话 8200 0108 Mandarin • العربية 8200 0185 Persian • Русский 8200 0196 Russian • Српски 8200 0107 Serbian • Soomaali 8200 0108 Somali • Español 8200 0109 Spanish  
 • Tiếng 8200 0110 Turkish • Việt 8200 0111 Vietnamese • All other non-English languages 8200 0112


Authorised by W. Gately, AM, Electoral Commissioner, 530 Collins Street, Melbourne, Victoria.

## Kingston City Council

## Appendix 2.4: Reminder notice for Kingston City Council

## Kingston City Council postal election

*Your council, your vote*



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**Check the mail for your ballot pack**

Ballot packs containing voting material were mailed to enrolled voters from Tuesday 6 October 2020.

**This is a postal election only.**

If you do not receive your ballot pack by **Friday 16 October 2020**, please call (03) 8619 1435 during office hours to arrange a replacement.

**How to vote correctly**

You must complete your ballot paper correctly for your vote to count. Put the number 1 in the box next to the candidate you most want to see elected, then number **ALL** the other boxes in order of your choice. You must number **EVERY BOX** and only use each number once.

**How to return your completed ballot paper**

Follow the instructions on your ballot paper to complete your vote. To return your completed ballot paper, put it in the ballot paper envelope then use the reply-paid envelope provided or hand-deliver it during office hours to:

Building 25, 121 Rayhur Street, Clayton South

**Voting is compulsory**

Voting is compulsory for all voters who were on the State roll at 4 pm on **Friday 28 August 2020**.

**You may be fined if you do not vote** – this includes homeowners and tenants.

You are encouraged to vote, but you will not be fined if you don't vote, if:

- you live outside this local council area **OR**
- you are enrolled directly with the Council to be on the voters' roll for this election.

**Your completed ballot pack must be in the mail or hand-delivered by 6 pm\* Friday 23 October**




\*Local mail clearance times vary. Ballot packs must be mailed before final clearance times in the last week of voting. Don't risk a fine.


State-enrolled voters can register for free VoterAlert SMS and email reminders at [vec.vic.gov.au](http://vec.vic.gov.au)

[vec.vic.gov.au](http://vec.vic.gov.au) | (03) 8619 1435

For enquiries in languages other than English call our interpreting service:  
 - (03) 8619 0190 Arabic - (03) 8619 0100 Arabic - (03) 8619 0191 Bosnian - (03) 8619 0101 Cantonese - (03) 8619 0102 Croatian - (03) 8619 0193 Dari  
 - (03) 8619 0194 Dinka - (03) 8619 0103 Greek - (03) 8619 0104 Italian - (03) 8619 0192 Khmer - (03) 8619 0194 Korean - (03) 8619 0105 Macedonian  
 - (03) 8619 0106 Mandarin - (03) 8619 0109 Pashto - (03) 8619 0108 Russian - (03) 8619 0107 Serbian - (03) 8619 0108 Somali - (03) 8619 0109 Spanish  
 - (03) 8619 0110 Turkish - (03) 8619 0111 Vietnamese - All other non-English languages 8619 0112

Authorised by W. Gatejz, AM, Electoral Commissioner, 530 Collins Street, Melbourne, Victoria.


@electionsvic   



## Appendix 2.5: Notice of results for Kingston City Council

## Kingston City Council election

*Declaration of results*



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The following candidates were elected to the Kingston City Council at the general election held in October 2020:

<p><b>Banksia Ward</b></p> <p>HOWE, Cameron</p> <p><b>Bunjil Ward</b></p> <p>STAIKOS, Steve</p> <p><b>Caruana Ward</b></p> <p>HUA, George</p> <p><b>Chicquita Ward</b></p> <p>DAVIES, Tracey</p> <p><b>Como Ward</b></p> <p>HILL, Chris</p> <p><b>Karkarook Ward</b></p> <p>SAAB, Hadi</p> <p><b>Longbeach Ward</b></p> <p>OXLEY, Georgina</p>	<p><b>Melaleuca Ward</b></p> <p>COCHRANE, Tim</p> <p><b>Sandpiper Ward</b></p> <p>EDEN, David</p> <p><b>Wattle Ward</b></p> <p>DAVEY-BURNS, Jenna</p> <p><b>Yammerbook Ward</b></p> <p>BEARSLEY, Tamsin</p>
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Further details about the results are available at [vec.vic.gov.au](http://vec.vic.gov.au)


**Jill Esplan**  
Election Manager

Wednesday 11 November 2020

[vec.vic.gov.au](http://vec.vic.gov.au) | 131 832

Authorised by W. Gatejz, AM, Electoral Commissioner, 530 Collins Street, Melbourne, Victoria.

@electionsvic   



## Kingston City Council

## Appendix 3: Schedule of media releases and advisories

### Kingston City Council Council-specific media releases and advisories

Enrol now for the Kingston City Council election	7 August 2020
Call for candidates for the upcoming Kingston City Council election	24 August 2020
Candidates announced for the Kingston City Council election	23 September 2020
Ballot packs mailed this week for Kingston City Council election	5 October 2020
Voting closes soon for the Kingston City Council election	12 October 2020
New councillors for Kingston City Council	11 November 2020

### Statewide media releases and advisories

Victorians urged to enrol for upcoming council elections	7 August 2020
October local council elections to proceed under COVIDSafe election plan	19 August 2020
Last chance to enrol for Victorian council elections	21 August 2020
Enrolment closes tomorrow for October's council elections	26 August 2020
Nominations open soon for Victorian local council elections	31 August 2020
Council election information one click away on VEC website	4 September 2020
Accessing candidate information for the 2020 Victorian local council elections	14 September 2020
Victorian voters encouraged to sign up for free election reminders	16 September 2020
Nominations are in for the October council elections	23 September 2020
Authority granted for postal vote contingency	30 September 2020
Voting underway for Victoria's local council elections	5 October 2020
Mobile numbers not from VEC	12 October 2020
Local council elections voting deadline looms	19 October 2020
Strong voter response to local council elections	20 October 2020
Results timeline for Victorian local council elections (media advisory, not for publication)	21 October 2020
Final day of voting shows high voter turnout for council elections	23 October 2020
VEC won't risk public health for quick results in record turnout	28 October 2020
A win for democracy in a challenging year	13 November 2020
Didn't vote in the election? Please explain.	8 February 2021

Kingston City Council

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## Appendix 4: VoterAlert advisories

### Appendix 4.1: SMS alerts

#### 4.1.1 close of roll – sent from Wednesday 19 August to Wednesday 26 August 2020



Council elections will be held by post in October. Make sure you are correctly enrolled by 4pm 28 Aug. More info or unsubscribe at: <https://voteralert.vec.vic.gov.au/s/tohMhA5I>

#### 4.1.2 mail out of ballot pack Friday 9 October to Friday 13 October 2020



VEC has posted a ballot pack to your enrolled address. Voting in council elections is compulsory. More info or unsubscribe at: <https://voteralert.vec.vic.gov.au/s/ufDvSR07>

#### 4.1.3 reminder close of voting - Monday 19 October 2020



Council elections: voting closes 6pm Friday. Post your vote or return it to your election office ASAP. More info or unsubscribe: <https://voteralert.vec.vic.gov.au/s/usSUBkIM>

## Kingston City Council

## Appendix 4.2: Email alerts

## 4.2.1 Close of roll email

VoterAlert
VEC Victorian Electoral Commission

### 2020 Local council elections

Hello,

Local council elections will be held in Victoria by post this October. It is important that you are correctly enrolled so you receive a ballot pack at your correct address.

**Enrolment closes at 4 pm on Friday 28 August 2020.**

If you haven't changed your postal address, residential address or name, there is no need to do anything.

**Are your details up to date?**

You can check your details online on the VEC's Check My Enrolment portal. Complete all fields, making sure you:

- enter your first and middle names in the 'Given names' field
- start to enter your suburb and pick it from the list suggested
- start to enter your street name only and pick it from the list suggested.

CHECK MY ENROLMENT

Do you need to update your details?

CHANGE MY DETAILS

**Are you eligible to vote in another council?**

In a council election, there are two types of enrolment: State enrolment and council enrolment.

You are receiving this message because you are State-enrolled.

But if you own property or pay rates in another council, you may be enrolled or eligible to enrol directly with that council.

Find out more: [Enrolling for council elections](#)

**Do I have to vote at these elections?**

Voting is compulsory for State-enrolled voters. Don't risk a fine!

If you are on the roll for Melbourne City Council, it is also compulsory for council enrolled voters to vote.


FIND OUT MORE

Authorized by W. Gately, AM, Electoral Commissioner, 530 Collins Street, Melbourne, Victoria.

Our mailing address is:  
Level 11, 530 Collins Street, Melbourne VIC 3000

This message was sent to you by the Victorian Electoral Commission because your contact details are listed on the Victorian electoral roll.

UNSUBSCRIBE



[VEC website](#) | [Contact us](#) | [Privacy](#) | [Legal](#)



## Kingston City Council

## 4.2.2 Ballot Pack mailout email

Please check your email. Register to be unsubscribed below. For any queries, [contact us](#).

VoterAlert
VEC Victorian Electoral Commission

**2020 local council elections**

Hello

You are enrolled to vote in the 2020 local council elections in Council Name.

**Voting in this election will be by post.** We posted you a ballot pack between Tuesday 6 and Thursday 8 October 2020.

Please follow the instructions in your ballot pack to cast your vote and mail it back to us as soon as possible. **Voting closes at 6 pm on Friday 20 October 2020.** but local mail clearance times may be earlier than the cut-off. We recommend you return your completed vote as soon as possible.

**Didn't get a ballot pack?**

If you didn't get a ballot pack by Friday 16 October, call your local Election Office to request a replacement. You can find [Election Office contact details](#) on our website.

**Are you away from your enrolled address?**

If you are away from your enrolled address call your local Election Office to request a replacement ballot pack. You can find [Election Office contact details](#) on our website.

**Do I have to vote?**

Voting is compulsory for everyone on the State and Melbourne City Council voters' rolls. Don't risk a fine!


[FIND OUT MORE ABOUT THE ELECTION](#)

Authored by W. Kelly, All Electoral Commissioners, 100 County Street, Melbourne, Victoria

Our mailing address is:  
 Local Council Office, Melbourne VIC 3000

This message was sent to you by the Victorian Electoral Commission because your contact details are listed on the Victorian voters' roll.

[UNSUBSCRIBE](#)



[VEC website](#) | [Contact us](#) | [Privacy](#) | [Legal](#)

## Kingston City Council

## 4.2.3 Last week to vote email

Please do not reply to this email. Replies go to an unmonitored inbox. For any queries, [contact us](#).



## 2020 local council elections

Disregard this email if you have already voted.

Hello

You are enrolled to vote in the 2020 local council elections in **Council Name** Council.

Voting closes 6 pm this Friday 23 October.

**How to vote**

As soon as possible, make sure you:

mail your completed ballot paper in the reply-paid envelope provided

OR

drop your completed ballot paper off at [your local Election Office](#).

Please note: voting closes at 6 pm on Friday 23 October. However, local mail clearance times vary and we recommend you return your completed vote as soon as possible.

**Didn't get a ballot pack?**

If you haven't received a ballot pack, [check our website to understand your options](#).

**Do I have to vote?**

Voting is compulsory for everyone on the State and Melbourne City Council voters' rolls. Don't risk a fine!

[FIND OUT MORE ABOUT THE ELECTION](#)

Authorised by W. Gately AM, Electoral Commissioner, 530 Collins Street, Melbourne, Victoria.

**Our mailing address is:**

Level 11, 530 Collins Street, Melbourne VIC 3000

This message was sent to you by the Victorian Electoral Commission because your contact details are listed on the Victorian electoral roll.

[UNSUBSCRIBE](#)



[VEC website](#) | [Contact us](#) | [Privacy](#) | [Legal](#)

Kingston City Council

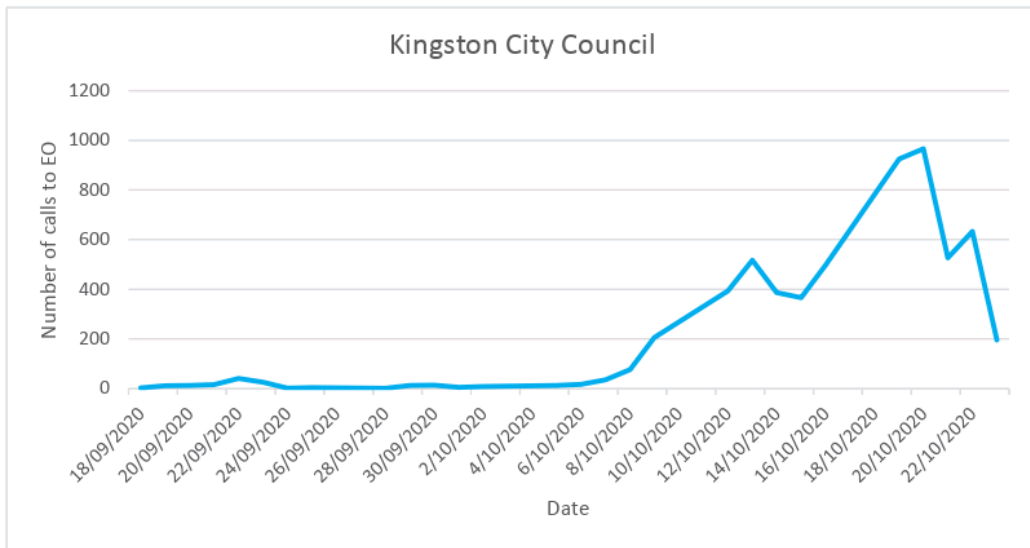
## Appendix 5: Voter engagement program and initiatives

Program	Program Details
Be Heard Democracy Ambassador program	This program normally provides face-to-face electoral education sessions and was adapted to an online delivery model, providing peer-led electoral education to residents in specialist disability services and culturally and linguistically diverse (CALD) communities. A total of 47 sessions were provided to people with disabilities and a total of 80 sessions were provided to CALD communities through councils and community organisations hosting online sessions.
Myth busting campaign.	This offline campaign addressed myths around enrolling and voting for those experiencing homelessness or with unstable housing. Four myths were dispelled and displayed on billboards and street posters, in metropolitan Melbourne areas with high populations of people experiencing homelessness. During the enrolment period, no-fixed-address enrolment forms were distributed with 4,500 meals to those suffering financial hardship, through a sponsorship with StreetSmart. This partnership included social media and Electronic Direct Mail distribution to StreetSmart's database of homeless services and community partners. A 1800 freecall number was also established to support those with financial hardship to provide support for enrolling and voting. This phone number was advertised on posters distributed through homelessness agencies, drug and alcohol services and services providing COVID-19 testing in hotels.
CALD in-language social media videos.	This project produced a series of three videos in 10-12 different languages which provided electoral information on how to enrol, how to vote by post, and how to respond to an Apparent Failure to Vote Notice. These were widely distributed and shared through the VEC's social media platforms and community networks.
Aboriginal short videos.	This project produced five videos in collaboration with Reconciliation Victoria. Two videos featured Aboriginal Elders and other leading Aboriginal community members discussing the value and ways to engage with local council elections. A further three videos, using culturally relevant animation, explained what services councils are responsible for, how to vote and the role of a councillor. These were shared through Aboriginal community channels and organisations.
DemGraphics young people co-designed social media project.	This project involved conducting research to identify barriers to enrolling and voting with a diverse group of young people. This information was then used to pilot a social media campaign in selected councils to encourage engagement in the elections for those aged 18-29.
Easy English tutor guide and worksheets.	These were produced for people with low English proficiency and designed as a co-read product where a person supports the learner through the worksheets. The tutor guide and worksheets were based on the VEC's Easy English guides for local council elections and were available for download from the VEC's website in PDF and Word formats.

Kingston City Council

## Appendix 6: Daily telephone enquiries

The following graph shows the number of telephone calls recorded by the election office telephone enquiry service including those received by the VEC's overflow call centre and tagged as relating to Kingston City Council during the 2020 local government elections.



Kingston City Council

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## Appendix 7: Final list of candidates in ballot paper order

### Kingston City Council election

The candidates, in ballot paper order, were as follows:

#### Banksia Ward election

TILLEY, Pat

SHEWAN, Trevor

ELLIS, Lisa

HAMILTON, Alex

HERRIDGE, Greg

CUNNINGHAM, Alex

HOWE, Cameron

#### Bunjil Ward election

GIAMPA, Luisa

TILSLEY, Sarah

SUN, Jacky

STAIKOS, Steve

#### Caruana Ward election

SMITH, Jordan

SPITZER, Nick

LOWTHER, Scott

PEULICH, Sav

BARTH, Tamara

HAMILTON, Grace

HUA, George

CARTY, Mike

**Kingston City Council**

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**Chicquita Ward election**

WEST, Rosemary

RIANT, Kevin R.

BUTLER, Jack

DAVIES, Tracey

DAVIES, Hayden

MENZIES, Steven R.

BALDOCK, Ian

---

**Como Ward election**

NOLAN, Robyn

CAREY, James M.

HILL, Chris

SERPELL, Jonathan

VAN DEN DUNGEN, Alison

---

**Karkarook Ward election**

GAPSYS, Tadas

BOTTI, Michael Angelo

SAAB, Hadi

MEISELBACH, Bonnie

BEVINAKOPPA, Gandhi

CAMPBELL, Martin

XU, Chelsea

SURENDER, Suren

DODIC, Mario

ANTHONY, Silvana

PROFYRIS, Michael

RISELEY, Dallas

---

**Kingston City Council**

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**Longbeach Ward election**

OXLEY, Georgina

HALSALL, Robert

AGIRTAN, Jane

CURRIE, Bronwyn

LEVINA, Dina

WALKER, David

CHAMBERLAIN, Keith

---

**Melaleuca Ward election**

COCHRANE, Tim

FITZGERALD, Vikki

STYLES, Dylan

GLEDHILL, Geoff

BAKER, Nola

FIRTH, Natalie

---

**Sandpiper Ward election**

DAVIS, Anthony

OXLEY, Victoria

EDEN, David

PRIESTLEY, Andrew

FOUNTAIN, Graham

WOODCOCK, Janet

---

**Wattle Ward election**

EDEN, Pamela

RELLA, Cindy

DAVEY-BURNS, Jenna

WILSON, Heath

CHOWDHURY, Rez

---

**Kingston City Council**  

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**Yammerbook Ward election**

CARTER, Sharon

TAYLOR, Julian

BEARSLEY, Tamsin

CLARKE, Cameron

VAN, Jillian

WILLIAMS, Damien



## Kingston City Council

**Appendix 7.1: Candidate statements and photographs****Kingston City Council election**

<b>Banksia Ward election (see Appendix 7.2.1 for candidate statement leaflet)</b>		
Total number of candidates at close of nominations	Number of candidates that lodged a candidate statement	Number of candidates that lodged a candidate photograph
7	7	7

<b>Bunjil Ward election (see Appendix 7.2.2 for candidate statement leaflet)</b>		
Total number of candidates at close of nominations	Number of candidates that lodged a candidate statement	Number of candidates that lodged a candidate photograph
4	4	4

<b>Caruana Ward election (see Appendix 7.2.3 for candidate statement leaflet)</b>		
Total number of candidates at close of nominations	Number of candidates that lodged a candidate statement	Number of candidates that lodged a candidate photograph
8	7	8

<b>Chicquita Ward election (see Appendix 7.2.4 for candidate statement leaflet)</b>		
Total number of candidates at close of nominations	Number of candidates that lodged a candidate statement	Number of candidates that lodged a candidate photograph
7	7	7

<b>Como Ward election (see Appendix 7.2.5 for candidate statement leaflet)</b>		
Total number of candidates at close of nominations	Number of candidates that lodged a candidate statement	Number of candidates that lodged a candidate photograph
5	5	5

<b>Karkarook Ward election (see Appendix 7.2.6 for candidate statement leaflet)</b>		
Total number of candidates at close of nominations	Number of candidates that lodged a candidate statement	Number of candidates that lodged a candidate photograph
12	11	12

<b>Longbeach Ward election (see Appendix 7.2.7 for candidate statement leaflet)</b>		
Total number of candidates at close of nominations	Number of candidates that lodged a candidate statement	Number of candidates that lodged a candidate photograph
7	7	7

## Kingston City Council

**Melaleuca Ward election (see Appendix 7.2.8 for candidate statement leaflet)**

Total number of candidates at close of nominations	Number of candidates that lodged a candidate statement	Number of candidates that lodged a candidate photograph
6	6	6

**Sandpiper Ward election (see Appendix 7.2.9 for candidate statement leaflet)**

Total number of candidates at close of nominations	Number of candidates that lodged a candidate statement	Number of candidates that lodged a candidate photograph
6	6	6

**Wattle Ward election (see Appendix 7.2.10 for candidate statement leaflet)**

Total number of candidates at close of nominations	Number of candidates that lodged a candidate statement	Number of candidates that lodged a candidate photograph
5	5	5

**Yammerbook Ward election (see Appendix 7.2.11 for candidate statement leaflet)**

Total number of candidates at close of nominations	Number of candidates that lodged a candidate statement	Number of candidates that lodged a candidate photograph
6	6	6

Kingston City Council

**Appendix 7.2: Candidate statement leaflets**

**Appendix 7.2.1: Candidate statement leaflet for Banksia Ward election**

**Don't Risk a Fine**

**VOTING CLOSSES 6.00 PM**  
**Friday 23 October 2020**

Your ballot paper is attached to this leaflet.  
Complete and return as soon as possible.  
See the ballot paper envelope for voting instructions.

**VOTING IN THIS ELECTION IS BY POST ONLY**

Your completed ballot material must be posted or in the hands of the Election Manager on or before **6.00 pm on Friday 23 October 2020**.  
Local mail clearance times may vary. Ballot material must be mailed before final clearance times in the last week of voting. Late votes cannot be included in the count.  
Alternatively, you may hand-deliver your envelope during business hours to:  
Building 25  
121 Raybur Street  
Clayton South

**CANDIDATE QUESTIONNAIRES**  
Completed candidate questionnaires are available at [vec.vic.gov.au](http://vec.vic.gov.au) or alternatively from the Election Manager.

**COMPULSORY VOTING PROVISIONS APPLY**  
You have received this ballot pack because you are enrolled for this election. Voting is compulsory if you were on the Victorian State electoral roll for this council on Friday 28 August 2020.  
Further information on voting entitlements can be found at [vec.vic.gov.au](http://vec.vic.gov.au)

You may receive an Apparent Failure To Vote Notice if you complete and return your ballot material after the close of voting.



**2020 Council Election**

**VOTING CLOSSES 6.00 PM**  
**Friday 23 October 2020**

New or changed boundaries are in place for this election



**Banksia Ward**

**THIS IS A POSTAL ELECTION ONLY.**

**Voting is compulsory for residents.**

For further information visit [vec.vic.gov.au](http://vec.vic.gov.au) or phone (03) 8619 1435 during business hours.

**VEC** Victorian Electoral Commission  
Printed on 100% Australian made recycled stock

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NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.



**TILLEY, Pat**

What a hidden gem we live in! Our outdoor recreational and sporting spaces give us a great quality of life. How fantastic is it that we have wetlands, river walks, the lakes, beaches, green spaces and a village atmosphere? We need to keep it this way. Neighbourhood Character is really important and as a leader of the Kingston Slow our Streets' Group, I fought against threatened changes that would allow higher, denser developments in our streets. The fight is not over. We need to continue protecting our priceless environment and open spaces for the future. I've worked hard all my life and will be a strong voice for every person in our local community, from the young to the old, families and singles. I pledge to put our community first and support more investment in our waterways and foreshores, parks and trees, children's and senior's facilities, footpaths and roads and local projects and services including revitalising our shopping strips. I will continue to fight to retain our unique neighbourhood character against overdevelopment and will support local businesses and encourage local jobs. I've been active in the push to reopen the Patterson Lakes Community Centre that has been closed for too long. Many local groups and volunteers have enjoyed meeting, making friends and learning together in this fabulous community hub. My goal is to work hard for you to improve our community's quality of life. I will act as a strong voice for all; younger and older residents - from young families, through to businesses. South Ward residents have been short-changed and we need a strong voice for all. I ask you to vote for me Pat Tilley and also support Trevor Shewan and Alex Cunningham.

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**SHEWAN, Trevor**

As a long-time resident of Chelsea and Carlum, I want our future children to enjoy growing up in our neighbourhood as much as my four children have. I want our children to have a clean environment, safe neighbourhood streets, great local kindergartens and schools. I want to pass this gift to future generations. I'm passionate about protecting our environment. Much of what's in value in our local community is under threat. Overdevelopment, threats to open space and coastal woodland, climate change, inadequate public transport, parking, traffic management, poxies and drugs are major concerns. I get results. As your Councilor for two terms, I worked to: protect the foreshore and the Green Wedge; cap rates to inflation; deliver the Patterson Lakes Library (and will work to re-open the community centre); re-construct the Carlum Life Saving club; save the Tradewinds Lane parkland; protect our shopping centres and protect our streets from the juggernaut of multi-unit development. As president of Kingston Residents Association, I have worked with the community to: protect our residential streets from Council plans for three-storey development; improve our new Carlum parkland and station and protect the Bonbeach Coast Banksia Woodland. I am committed to combatting climate change. This will help safeguard our low-lying residential areas from rising sea levels. Ratepayers want value for their dollar, and a fairer share for southern residents. I will always listen and exercise financial restraint on your behalf. If elected, I will re-establish local village committees where you can have your say on local issues of importance and be clearly heard by council. Local government is about local people making local decisions affecting our lives and neighbourhood. I will give you back your voice. Please vote for me and also support Pat Tilley, Alex Cunningham I stand for integrity, community, protecting our environment. 0417127197

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**ELLIS, Lisa**

As a proud Bonbeach resident, with a career as a former nurse and current support worker, I will have a strong focus on delivering greater equality for all. Our local beach is an asset, further enhanced by greater environmental protection and we must do what we can to prevent overdevelopment. I am a supporter of greater flexibility of dog walking regulations and foreshore access. Bonbeach Station's upgrade is a good step towards enhancing amenity and the council can take steps to invest in the Bonbeach strip. Vote 1 Lisa Ellis for change. Vote 2 independent, Cameron Howe, then number all remaining boxes in order of your preference. [lsatorkingston@gmail.com](mailto:lsatorkingston@gmail.com).

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Election Report **Local Government elections 2020**

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## Kingston City Council

<p><small>NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p>  <p><b>HAMILTON, Alex</b></p> <p>I am delighted to nominate as your representative in our extraordinary local area. I live close to Patterson River in Carrum, with my partner Ben, his 2 children and our kelpie. We walk the river circuit at least once a day and have to pinch ourselves about our good fortune to live in a neighbourhood with so many natural features. An avid sports person, I have spent many hours paddling my K1 kayak on Patterson River, qualifying for the National Championships in 2009. As general secretary of the student union at Monash University, I was honoured to represent the interests of thousands of people of all ages. After completing my business and economics degree, I worked as a real estate agent. In 2017, I branched out and started my own business (Magnifique French Lessons) to share my passion for travel and foreign language with others. Prior to Covid-19, I ran boutique tours to Europe and provided fun, practical French lessons for children and adults at a French restaurant in Bonbeach. I have now pivoted the business to offer online learning. If elected, I will commit to applying my business experience, communications skills and my positive attitude as an advocate for the community. Issues which are particularly important to me include diversity and community inclusion, planning for the future, cognisance of learnings from the past and present, environment protection such as keeping our waterways clean and updating the shopping centre precincts within Banksea Ward. I am not connected to any political party and will always offer an unbiased view. If you are supporting me in this ballot please consider putting other independent candidates Greg Herridge at 2 and Cameron Howe at 3 and number all other boxes. I can be contacted via email at <a href="mailto:info@magnifiquefrenchlessons.com.au">info@magnifiquefrenchlessons.com.au</a> or via my website <a href="http://www.magnifiquefrenchlessons.com.au">www.magnifiquefrenchlessons.com.au</a></p> <p>4</p>	<p><small>NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p>  <p><b>HERRIDGE, Greg</b></p> <p>Now, more than ever, we need forward-thinking councillors with broad skills, local knowledge and a commitment to remove party politics from council decision-making. My wife and I live in Bonbeach. We enjoy the beach, cycling and walking through the wetlands, and the golf and river precincts. We are deeply concerned about preservation of our unique waterways and outdoor spaces. I have been active in the bayside community. While raising my family in Patterson Lakes, I joined primary school council and was juniors coach and committee member at Patterson Lakes Basketball Club. More recently you may recognise me as proprietor of River Life, an outdoor cafe and hire service at Patterson River. After a career in business management (I have a degree in IT), followed by advisory and board roles for some leading companies, I now have the time, energy, life experience and commercial skills to put to work for residents. In July, I wrote to every resident asking for feedback, which has informed my thinking in several key areas: streamlining Council's responses to ratepayers requests; improved handling of waste; public awareness of environmental impacts; ensuring Council is proactive in negotiations regarding the level crossing removal project to resolve outstanding issues with minimal cost to ratepayers; sorting out responsibilities for waterway management and beach maintenance; real help for small businesses and graffiti reduction. I have published articles with my thoughts on these subjects via <a href="http://gregheridge.com">gregheridge.com</a>. Above all, I will evaluate issues presented to Council on their merits and make common sense decisions. I will always strive for Council to address your changing needs, protect the environment and deliver services efficiently. Please vote 1 Greg Herridge 2 Cameron Howe 3 Alex Hamilton and also number every other square to ensure that your vote counts. Visit: <a href="http://gregheridge.com">gregheridge.com</a> Phone: 0420 277 441 email: <a href="mailto:greg@kingstonsuncouncil@gmail.com">greg@kingstonsuncouncil@gmail.com</a></p> <p>5</p>	<p><small>NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p>  <p><b>CUNNINGHAM, Alex</b></p> <p>I am Alex Cunningham and I want to revive our economy and create jobs. My family and I have lived in Kingston for over 70 years. I am an experienced manager with many years of experience in the private sector. I am also very passionate about public policy having served on several local committees, including the Kingston Ward Committee where I have contributed to many initiatives including parking and library services reform. I am also an active volunteer for Whiteson, helping youth in crisis avoid homelessness. Throughout my time living in Kingston, I am continually impressed with the beauty of the area and the fortitude of its people. That fortitude has been tested like never before over the past few months and many of us have lost our jobs and seen our small businesses close temporarily - and in some cases permanently. Now more than ever, we need all levels of government focused on our recovery, and as your councillor, I will be focused on local job creation, comprehensive small business support programs, and a sustainable industry lead recovery from the COVID-19 crisis. What Kingston needs is a local economy that is thriving to ensure that all Kingston residents have the opportunity to work close to home. Vote for me if you want to see investment in our local economy, a plan that will see our community thrive well into the future and protection of our waterways to preserve our way of life. I also suggest you support Pat Tillye and Trevor Sheehan, both are hard-working true locals that will give excellent representation on council. Let's create Local Jobs for Local People. Vote 1 Alex Cunningham.</p> <p>6</p>
<p><small>NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p>  <p><b>HOWE, Cameron</b></p> <p>Looking for someone without political membership? That would be me. With 100+ character endorsements, I have worked in your best interests for 10 years with LB and ALP MPs, including leading several of the region's largest projects, amongst backing 70 community causes according to News Corp. Carrum MPs over the past decade remark upon my integrity and leadership as the founder of the Carrum and Patterson Lakes Forum, including backing campaigns to fund over \$500M of projects from the Mordialloc Freeway and Roy Dore Reserve redevelopment, to upgrading Bonbeach Primary School. I am a longtime Patterson Lakes resident, patrolling lifesaver, local footy club member and hold a Bachelor of Business majoring in Management and Marketing. As a business consultant, I have the skillset for effective representation in the recession and pandemic, with a focus on improving processes to ensure rates are low. Back to basics (first priority), means ratling roads, family and childrens services, drainage, beach maintenance, accessibility improvements, community centre operations and graffiti removal. Public art and markets have my support for a vibrant neighbourhood. As does an upgraded heavy-duty litter trap on Patterson River, mitigating waste entering our waterways. I will continue to work with officials for a new Bonbeach YOW facility, while also seeking new netball courts for Carrum Patterson Lakes and additional courts for Chelsea Basketball. I am also backing a COVID-19 local economy recovery plan featuring a traders association with investment in shopping strips, refurbishments for Carrum food bank service Pantry 5000 and the funding of mental health workshops at local venues to bring our community together. Councils are not above you. You can change that by voting for me to deliver good governance, better consultation and strong outcomes. <a href="https://facebook.com/camhoweverified">facebook.com/camhoweverified</a>. <a href="https://camhowe.com/community">camhowe.com/community</a> <a href="mailto:camhoweverified@gmail.com">camhoweverified@gmail.com</a>. Vote 1 Howe, Vote 2 Herridge. Following my preferences number all remaining boxes.</p> <p>7</p>		

Kingston City Council

Appendix 7.2.2: Candidate statement leaflet for Bunjil Ward election

**Don't Risk a Fine**

**VOTING CLOSSES 6.00 PM**  
**Friday 23 October 2020**

Your ballot paper is attached to this leaflet.  
Complete and return as soon as possible.  
See the ballot paper envelope for voting instructions.

**VOTING IN THIS ELECTION IS BY POST ONLY**

Your completed ballot material must be posted or in the hands of the Election Manager on or before **6.00 pm on Friday 23 October 2020**.

Local mail clearance times may vary. Ballot material must be mailed before final clearance times in the last week of voting. Late votes cannot be included in the count. Alternatively, you may hand-deliver your envelope during business hours to:

Building 25  
121 Rayher Street  
Clayton South

**CANDIDATE QUESTIONNAIRES**


Completed candidate questionnaires are available at [vec.vic.gov.au](http://vec.vic.gov.au) or alternatively from the Election Manager.

**COMPULSORY VOTING PROVISIONS APPLY**

You have received this ballot pack because you are enrolled for this election. Voting is compulsory if you were on the Victorian State electoral roll for this council on Friday 28 August 2020.

Further information on voting entitlements can be found at [vec.vic.gov.au](http://vec.vic.gov.au)


You may receive an Apparent Failure to Vote Notice if you complete and return your ballot material after the close of voting.



**2020 Council Election**

**VOTING CLOSSES 6.00 PM**  
**Friday 23 October 2020**

New or changed boundaries are in place for this election




**Bunjil Ward**

**THIS IS A POSTAL ELECTION ONLY.**

**Voting is compulsory for residents.**

For further information visit [vec.vic.gov.au](http://vec.vic.gov.au) or phone (03) 8619 1435 during business hours.

 **Victorian Electoral Commission**

Printed on 100% Australiar-made recycled stock

<p><small>NOTICE: The contents of candidate statements are provided by the candidate. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p> <div style="text-align: center;">  <p><b>GIAMPA, Luisa</b></p> </div> <p>When you learn, teach. When you get, give. If I am elected, I will represent you. You matter and your voice matters. I am hardworking, honest, considerate and loyal. My name is Luisa Giampa and I am a mother of two young boys and 43 years young. I am an account Manager for an industrial laundry in Melbourne. I have a Bachelor of Arts from Melbourne University. I love to read, I love to learn and I love to give. I am passionate about people; I believe that we all bring something unique and promising to the Community and that our strengths lie in our differences. By bringing about change we build strong and stable Community. As my role of Councillor, I will focus on our small business surrouncommunity. Due to the unique and unwavering circumstances surrounding COVID19 small business has been devastated and I am certain that a strong and optimistic plan can recover the fastest growing industry in our State. I will work closely with business owners to understand their struggle and vision to bring forth new recommendations and key issues that will aid in their healing. I will use my experience as an ex small business owner to brainstorm creative ideas with small business owners and their employees to reopen confidently by engaging with customers safely, addressing loss of tradition and predictability, re-establishing trust and exploring multiple approaches on how to operate in the 'new normal'. If you want change, you have to get out and vote. Vote for me</p> <p style="text-align: center;">1</p>	<p><small>NOTICE: The contents of candidate statements are provided by the candidate. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p> <div style="text-align: center;">  <p><b>TILSLEY, Sarah</b></p> </div> <p>I moved to Oakleigh South eight years ago with my husband and our young daughter. We love our diverse and friendly neighbourhood, some of our neighbours were the first people to populate this area of Melbourne. Our daughter now attends the local primary school and we are active members in our community, playing sports at our local clubs, and volunteering at the school and in community organisations. I am a university educated, working mum. I am a senior manager in a large, successful multinational company and am very experienced in collaborating with people to get projects completed and managing budgets to ensure as much is returned from every dollar as possible. I want to make sure our Council properly consults the community on the things that affect them, this includes listening to residents concerns about planning, building permits and overdevelopment in our suburbs. I am passionate about building strong communities for all residents. I want to ensure Council improves in the provision of essential support for our senior residents; services and amenities for families; and community groups and activities that facilitate inclusion, involvement and help combat loneliness. In the current COVID-era, there are two community areas that need particular attention: supporting local business and outdoor spaces. I want to ensure Council does everything possible to ensure our local businesses can flourish and thrive in the new COVID-safe world by enabling and supporting businesses during this time. Now more than ever have we seen the importance of the availability of clean and green outdoor spaces, including quality footpaths, for people to be able to exercise and enjoy nature. I want to ensure Council keeps its focus on improving these areas for everyone in the community. If elected I will keep your Council accountable and working for you.</p> <p style="text-align: center;">2</p>	<p><small>NOTICE: The contents of candidate statements are provided by the candidate. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p> <div style="text-align: center;">  <p><b>SUN, Jacky</b></p> </div> <p>I am a proud Australian, family man and local resident. As an accounting and business law professional, I have years of financial experience managing multi-million-dollar budgets and helping businesses transform. Kingstons budgets will be under pressure to deliver the services and infrastructure our community needs and cut rates because families and local business will simply not be able to afford rising rates during the post Covid recovery. Kingston will also need to transform it's own operations, actively support small businesses and help sport and community organisations to develop Covid safe plans as restrictions lift. I also want to strengthen the support we provide to start-up and small businesses, help our multicultural community start their own small businesses and help job seekers get jobs through training programs. I am also concerned about the effect of isolation on the wellbeing of our seniors and am committed to strengthening the neighborhood care network to assist our most vulnerable in the community. Investing in our built and natural environments, beautifying parkland and shopping strips, closing smelly tips, connecting walking trails and bike paths and opposing inappropriate development will improve the livability of our suburbs and support the health and wellbeing of residents. As restrictions lift, and the local economy opens, more needs to be done to bring back local business and jobs with free carparking, improving community safety and investing in Kingstons Chain of Parks to help realize a faded dream. Kingstons Green Wedge needs protection for future generations but all we've had are words and dusty reports. If you think it's time for change, I ask that you vote 1 for Jacky Sun and fill other boxes on your ballot paper according to your preference. Contact me on 0466 993 662 or visit <a href="http://www.jackysun.com.au">www.jackysun.com.au</a> for more information.</p> <p style="text-align: center;">3</p>
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## Kingston City Council

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**STAIKOS, Steve**

I am here for you! When you phone me up or email me, I always get back to you because every issue that's important to you is important to me. We need to keep a positive, experienced and strong representative on Council. That's why I'm running, to keep working for you in Clarinda, Clayton South and Oakleigh South. As your voice on council for the last twelve years including two years as Mayor, I have worked hard to deliver results for our area including: record investment in family and childrens services; a fantastic \$5.7 million district level netball facility at Dalees Park, Oakleigh South, better traffic and parking management for safer streets. Through my leadership, Kingston has worked to protect the Green Wedge, close tips and waste transfer stations improving our local environment. If re-elected, I will progress the Sandbelt Open Space - Chain of Parks project in the Green Wedge; deliver local sporting facility upgrades for bowls, cricket, soccer and footy; and make sure development is controlled so we can keep our neighborhood character. We've also delivered an increase in the pensioner rate rebate from \$40 to \$112.20 and extended it to JobSeekers; plus an \$118 discount on the Waste Service Charge this year supporting people doing it tough as a result of Coronavirus; plus support for senior citizens clubs and aged care services. I love living where I was born and raised, just around the corner from my parents. I understand the needs of our community and what's needed for the future. As a true local, I ask you to give me the honour to continue to serve you. PS. I am here for you, please contact me if you need any assistance with the Council. Call me to discuss any issue on 0482951047. Vote 1 - Staikos, Steve!

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Kingston City Council

Appendix 7.2.3: Candidate statement leaflet for Caruana Ward election

**Don't Risk a Fine**  
**VOTING CLOSSES 6.00 PM**  
**Friday 23 October 2020**

Your ballot paper is attached to this leaflet.  
Complete and return as soon as possible.  
See the ballot paper envelope for voting instructions.

**VOTING IN THIS ELECTION IS BY POST ONLY**

Your completed ballot material must be posted or in the hands of the Election Manager on or before 6.00 pm on Friday 23 October 2020.  
Local mail clearance times may vary. Ballot material must be mailed before final clearance times in the last week of voting. Late votes cannot be included in the count.  
Alternatively, you may hand-deliver your envelope during business hours to:  
Building 25  
121 Rayhur Street  
Clayton South

**CANDIDATE QUESTIONNAIRES**  
Completed candidate questionnaires are available at [vec.vic.gov.au](http://vec.vic.gov.au) or alternatively from the Election Manager.

**COMPULSORY VOTING PROVISIONS APPLY**  
You have received this ballot pack because you are enrolled for this election. Voting is compulsory if you were on the Victorian State electoral roll for this council on Friday 26 August 2020.  
Further information on voting entitlements can be found at [vec.vic.gov.au](http://vec.vic.gov.au)

You may receive an Apparent Failure To Vote Notice if you complete and return your ballot material after the close of voting.



**2020 Council Election**  
**VOTING CLOSSES 6.00 PM**  
**Friday 23 October 2020**



**Caruana Ward**  
**THIS IS A POSTAL ELECTION ONLY.**  
**Voting is compulsory for residents.**  
For further information visit [vec.vic.gov.au](http://vec.vic.gov.au) or phone (03) 8619 1435 during business hours.  
 Victorian Electoral Commission  
Printed on 100% Australian made recycled stock

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**SMITH, Jordan**

No Statement Submitted

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**SPITZER, Nick**

G'day, I'm Nick. I've lived in Dingley Village for most of my life, and I have loved growing up in such a friendly and vibrant community. I am currently a student at Deakin University, studying Politics and International Relations. Politics has been my passion for a long time, and I will carry this passion with me to local council. I am putting myself forward to serve our community and give back to the people that truly make this the best place to live. As a resident most of my life, I understand our community. That is why, if elected, I will be a voice that truly represents the people of Caruana Ward. The future of Kingswood Golf Course must be determined by the people in our community. Not big business. I will be a fierce advocate to keep Kingswood Golf Course a green and open space. The Covid-19 pandemic has hit everyone hard. That is why I will be fighting to establish a small business relief fund that will ensure our local shops get the council support they both need and deserve. I will also fight to provide additional support to ratepayers that are out of work and in need of assistance. Sporting clubs are a key part of our community culture. That is why I will push to upgrade our current sporting facilities, to ensure our teams can perform at the top of their game. I promise I will fight for the needs of the Caruana Ward. I ask for your support, to place me as your first preference. I also respectfully ask that you place Sarah Grace and Tamara Barth, two very positive and knowledgeable candidates, as your second and third choice. Please remember to number every box to cast a valid vote.

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**LOWTHER, Scott**

A vote for Scott Lowther is a vote for yourself and your family, as I have your interests at heart; your issues are the same as mine and my families. Protecting your property and basic rights and ensuring value for every rate dollar spent is my pledge to you. As a 3rd generation Kingston resident who has lived in Ungeley/Heatherton for over 30 years, I have listened to you and experienced the issues you face every day. From my first job out of university assembling 200 litre drums in a manufacturing plant to my current, local and international business improvement experience, I understand the concerns affecting the whole community. I will address the poorly used rates and delays that impact on the community and ensure fairness in decision making. We need to keep inappropriate development out of our suburbs, as well as establish and maintain suitable sporting and public facilities for the young and elderly in our community. Running my own business and getting results through sports club committees, has taught me how to get the job done, while keeping costs down. I have been at the forefront in getting change room upgrades, lighting improvements, new junior grounds and more. Imagine what I can do for the whole community.

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Kingston City Council

<p><small>NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p>  <p><b>PEULICH, Sav</b></p> <p>As a long-standing local resident, family man and owner of a local engineering business, I am committed to our community and its future. But when I recently watched a council meeting via zoom, and witnessed the political games, I realized that it was time to be counted. This isn't the time to squander our hard-earned rates. If elected, I will fight to lower rates, cut wasteful spending, and make sure every decision counts. When Covid restrictions are eased, Kingston needs to focus on helping rebuild the local economy, getting small business off its knees, growing jobs and providing relief to financially stressed families and seniors. We can regain what we have lost by working harder and smarter, but we must also protect what we have, and that is residential amenity. I have been involved in and supported local campaigns opposing the redevelopment of the Kingswood Golf Course and the reduction of Centre Dandenong Road to one lane for a dedicated bus lane which would have created traffic chaos. We are also itching to return to our daily routines and the freedom to enjoy a tapestry of social, cultural, and sporting activities. As an active supporter of community and sporting organizations, I am keen to see these activities resume in a Covid safe way. Improving our open space and sporting and community facilities are vital to our humanity. I'm also concerned that a possible sale of the Kingswood Golf Course for a Metro Rail stabilizing yard or massive housing redevelopment may occur by stealth. This won't happen under my watch. If you share my concerns and Liberal values, I ask that you mark your ballot paper, from top to bottom of the ballot paper with numbers in every box in this order: 3, 8, 4, 1, 7, 6, 2, 5.</p> <p>4</p>	<p><small>NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p>  <p><b>BARTH, Tamara</b></p> <p>If you want someone who bases their decisions on evidence, reads widely and listens thoroughly, I remain the right choice. I have chosen to live and educate my children in Dingley, I care earnestly about protecting the quality of life we, as a community enjoy free of overdevelopment. During my time representing this community I have delivered new kindergarten facilities, more flexible and dynamic library and community spaces, facility upgrades at Chadwick reserve, Soccer and Corrigan oval pavilion renewals and Keely park plus the activation of the Grange and opening of Spring road reserve. In addition to representing my community and raising a family I have enjoyed a successful career in education and possess undergraduate and postgraduate degrees in Business, Communications and Leadership. My life's journey has resulted in me becoming a skilled negotiator and critical strategic thinker. I believe these attributes allow me to best represent the people of Dingley Village and Clayton South and hope you trust me with your vote. <a href="mailto:tamara.barth@hotmail.com">t: tamara.barth@hotmail.com</a>, <a href="mailto:t@tamara.barth">t@tamara.barth</a></p> <p>5</p>	<p><small>NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p>  <p><b>HAMILTON, Grace</b></p> <p>We need a serious campaign for a secondary college and education precinct. The Council has failed us and this must stop. I am going to stand with you, and fight for us to be listened to. My promise is this: I will spend my time on council pushing for a world class local education precinct for Dingley Village. Living in this community for over 20 years, I know our area is a wonderful place to live and raise a family. From childhood to retirement, we can meet any challenge with a little help from family, friends, neighbours and importantly, a well-governed Council. My children attended local primary schools and when it came to secondary and post-secondary education, they had to travel far from home. We need this problem fixed. The Caruana Ward is well served by primary schools and an increasing number of seniors' programs at the Neighbourhood House but council needs to deliver more programs for young adults. I will work to establish a centre for excellence - which will be a youth leadership hub - developing the skills our children will need for the future. My other priorities are to: work with shopkeepers to beautify our shopping areas; improve our roads, footpaths, open spaces, sporting facilities; protect Kingswood and our Green-Wedge; support families, youth and seniors; accelerate towards go local, grow local; now is the time to support Aussie farmers and producers. Please vote for me, a true community representative with your best interests at heart. As your Councillor I will bring 25 years of experience in public and private industry, and many years of practical knowledge as a volunteer with a focus on community services. Please consider supporting other positive candidates by giving your higher preferences to Nick Spitzer and Tamara Barth. Email: <a href="mailto:rsblaustralia@gmail.com">rsblaustralia@gmail.com</a></p> <p>6</p>
<p><small>NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p>  <p><b>HUA, George</b></p> <p>As your local Councillor for the last four years, I have worked hard to deliver the best outcome for our community including reduced council rates and charges; protected our area by placing a two-storey height limit for the entire Caruana Ward; improved sporting and community facilities and successfully moved the motion to reject the Kingswood redevelopment proposal. As a local resident, family man and business owner, I understand the issues and challenges which confront us especially as we move to post Covid19 recovery. With qualifications in computer science and experience in the financial industry, I know the importance of supporting local businesses which create more jobs and providing the environment for our families and businesses to thrive. To get us through this difficult time, it is crucial to manage the Council budget effectively and responsibly in order to deliver the infrastructure and services for our community while keeping the rates and charges low. I am committed to listening to all, delivering and making sure our diverse community continues to have the opportunities to live, work and raise their families in a Council which is accountable and responsive. If re-elected, I will continue fighting for: effective use of our rates instead of wasting money on legal fees and unpopular projects such as narrowing Beach Road; protecting our area against overdevelopment; turning landfill into parks to minimise dust and odour and improve open space to support the health and wellbeing of our community; fixing the recycling crisis; upgrading sporting facilities connecting walking trails and bicycle paths; and adjusting training flight cycles to reduce the aircraft noise. To vote for George Hua, please follow the following order from top to bottom of the ballot paper 2, 8, 4, 3, 7, 6, 1, 5. Contact me on 0450210423 or <a href="mailto:George.Hua.Kingston@gmail.com">George.Hua.Kingston@gmail.com</a></p> <p>7</p>	<p><small>NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p>  <p><b>CARTY, Mike</b></p> <p>My family and extended families have been part of the Kingston Municipal for over 60 years and are aware of the past and current issues that affect our lives in the community. My children have attended the local Kindergarten and Primary School and now work part time in the community while studying and are actively involved with Netball. I am not affiliated to any political parties. I have actively been a part of community actions in previous years such as: spokesperson of the Dingley Residents Action Group, a previous member of the Neighbourhood Watch Organisation, previously President of the Kingston Residents and Ratepayers Association, President of the Springvale District Netball Association and assisting in fundraising for Springvale Scouts. I would like to: upkeep and further develop many facilities and amenities; represent and support those who are disadvantaged including physically, financially, and mentally; be proactive and keep the Caruana Wards best interests at the forefront of any council decisions; work as a team with those elected to create the best outcome for Kingston; and protect the flora and fauna within the community by not encouraging any form of overdevelopment. The Caruana ward has a population over 10,000 people, within this population there are 19% lone households, 4.4% people needing assistance due to disability, approximately 1200 youth aged 12-18 and an increasing population of 70-94 year olds. I would like to ensure there is an active plan to be able to provide additional amenities for these groups and proper care facilities for the elderly within our community, not having some isolated from their families by sending them elsewhere. As an advocate for the closure of tips and concrete crushing since 2003 in the Dingley/Kingston area, the Kingston Green Wedge and Chain of Parks has had and will continue to have my support.</p> <p>8</p>	



Kingston City Council

Appendix 7.2.4: Candidate statement leaflet for Chicquita Ward election

**Don't Risk a Fine**  
**VOTING CLOSSES 6.00 PM**  
**Friday 23 October 2020**

Your ballot paper is attached to this leaflet.  
 Complete and return as soon as possible.  
 See the ballot paper envelope for voting instructions.


**VOTING IN THIS ELECTION IS BY POST ONLY**

Your completed ballot material must be posted or in the hands of the Election Manager on or before **6.00 pm on Friday 23 October 2020**.  
 Local mail clearance times may vary. Ballot material must be mailed before final clearance times in the last week of voting. Late votes cannot be included in the count. Alternatively, you may hand-deliver your envelope during business hours to:  
 Building 25  
 121 Rayhur Street  
 Clayton South

**CANDIDATE QUESTIONNAIRES**  
 Completed candidate questionnaires are available at [vec.vic.gov.au](http://vec.vic.gov.au) or alternatively from the Election Manager.


**COMPULSORY VOTING PROVISIONS APPLY**  
 You have received this ballot pack because you are enrolled for this election. Voting is compulsory if you were on the Victorian State electoral roll for this council on Friday 28 August 2020.  
 Further information on voting entitlements can be found at [vec.vic.gov.au](http://vec.vic.gov.au)

You may receive an Apparent Failure to Vote Notice if you complete and return your ballot material after the close of voting.



**2020 Council Election**  
**VOTING CLOSSES 6.00 PM**  
**Friday 23 October 2020**

New or changed boundaries are in place for this election



**Chicquita Ward**

**THIS IS A POSTAL ELECTION ONLY.**  
**Voting is compulsory for residents.**  
 For further information visit [vec.vic.gov.au](http://vec.vic.gov.au) or phone (03) 8619 1435 during business hours.

**VEC** Victorian Electoral Commission  
Printed on 100% Australian sourced paper

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**WEST, Rosemary**

As your independent ward councillor, I have been honored and privileged to work with you for 18 years. I understand the difficulties and challenges facing our community. "Protect what we have" was always my pledge and is equally relevant today. My priorities are to protect our neighbourhoods from the juggernaut of multi-unit development, continue the fight for our beautiful parks, natural environment, Green Wedge open space and market gardens, heritage buildings, protect our community from climate change and rising sea levels, curb excessive rates by capping rises to inflation and properly manage traffic and parking. And through proper planning, protect our neighbourhood character and create a better community not a concrete jungle. On Council, I recently amended Council's Housing Strategy to protect our one- and two-storey areas from the threat of widespread three-storey development after a community letterboxing campaign, informed by my Council Update, led to 1600 submissions, all but six opposed to three storeys. And to 900 submissions supporting policy to discourage two-storeys in backyards, (undermined by the previous Council). With a more community-minded Council, I have worked to complete the Bay Trail, which is now safer for all, while minimising the removal of foreshore bushland and to increase our tree canopy to 30% of the original, with more trees for parks, nature strips and private land. I care deeply about the residents and issues of Chicquita Ward, where I began by fighting to save Chicquita Park from a pro-development Council, managing to retain 45% of the parkland. And retaining the active/passive recreation balance on Kingston Heath Reserve. I will always defend your interests and the inclusive family and community values underpinning our society. I pledge my commitment to listen, consult and represent you. Please vote for me and also vote for Hayden Davies.  
[rowest@ozemail.com.au](mailto:rowest@ozemail.com.au); 97727124;

1



**RIANT, Kevin R.**

Friendly, respectful and empathetic is how people describe me. I pledge to bring balance back to council, work with Councilors on both sides, seek consensus and transparency. I am a father on school council, employed by a small family business at Moorabbin Airport, and a husband lucky to have ardent support in pursuit of the Australian Dream. We live and work in an incredible city blessed with gorgeous beaches, plentiful jobs (before the crisis), good schools, improving roads and infrastructure, and a real sense of community. Our club sports are growing. Our open space is treasured. Our neighbourhoods show the pride that we take in making our homes in this wonderful place. The Kingston budget largely comes from families and businesses in the form of rates. This money must be well managed, responsibly. With the economy in tatters, this could not be more important. I will work with the other elected Councilors to maximise the return on every dollar spent. In my opinion, this is not the time for a rate increase, nor is it time to cut council jobs. I pledge to freeze rates or lower them for two years. Businesses will need support to recover and to return to work. I will be transparent, directly answering your questions about where did the money go, or come from. I will be responsive to input from you about your concerns. I will seek consensus wherever I can. My mission will be to protect what we love about Kingston and work to improve our amenities. Kingston deserves better. Please vote Kevin Riant 1 in Chicquita Ward. Kevin for Chicquita - For a Better Kingston.

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**BUTLER, Jack**

Candidate Statement I'm Jack Butler. I am a candidate for Kingston City Council in the Chicquita Ward. I grew up locally in Rayside. I attended Brighton Secondary public school and have recently completed a BA in History at Monash University. I work in the retail sector locally, and I moved to Mentone this year. I have always been interested in how people create good lives for themselves and their families in their local communities, and I want to contribute to this in my own community. While I am new to local politics, I am young and energetic, and completely committed to working on your behalf at Kingston City Council. I am not aligned to any political party. I have an independent view on the issues that matter to local people. The important issues that Kingston residents tell me they are concerned about and want to see progress on are: Our Living Environment. We have to protect our parks and greenlands from overdevelopment. I fully support the Green Wedge Plan, Moorabbin Airport Area. The airport and local retail park provide jobs and make an important contribution to our local economy. We must continue to keep a close eye on ongoing developments to ensure that safety, economic and community benefits are prioritised. COVID-19. We will be dealing with the hardship this pandemic has brought to our lives for years ahead. Federal and state funding are fundamental, but respect for local experiences and proper support for local economic and healthcare initiatives are absolutely critical to our recovery. If you believe that a young local candidate with an independent view and a commitment to working for you will be a step in the right direction, then I respectfully ask for your vote. Thank you in anticipation of your support, Jack Butler

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Kingston City Council

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**DAVIES, Tracey**

Consult and listen. Over the past few years its become apparent the majority of Kingston Councilors do not listen to their community. They waste millions of dollars fighting their rate payers, undertaking projects in a manner the community dont ask for. Its time for a real change. I will listen to our residents, businesses and community groups and genuinely work on your behalf. I am an independent candidate. I do not belong to and have never been a member of a political party. Councils should not be about party politics. Councils should be about the local community. Rate payer funds should be cautiously spent on matters reflective of Kingston residents needs and desires. Lets stop the waste of money. Accountability and transparency on expenditure and projects is paramount. I have been a resident of Kingston for over 30 years and always heavily involved in its community. I was a long-term volunteer at Mentone Little Athletics and Mordialloc-Brunswick Junior Football Club. I was honoured to be made a Life Member at Mordialloc in 2012. I served on Parkdale Secondary College School Council, a fantastic school which my sons attended. I believe in getting things done and helping others. Parks, sporting spaces, libraries, community facilities are all important in providing for and helping our community. Kingston has amazing beaches and parks and we need to protect those benefits. I have been a small business owner for 9 years and understand the pressure on local traders. Shopping strips should be a place you want to visit, providing the services you need with carparking available. Given Covid-19 its particularly important Kingston Council utilises its resources in an efficient, useful and focused manner. I want to assist our community in achieving the best we can for Kingston.

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**DAVIES, Hayden**

I am proud to call sunny Parkdale home, and especially love spending time with my two young children in the local parks. Council needs to re-focus on the basics fixing local roads and footpaths and keeping local services working, not spending our rates on extravagant projects. We need to keep the cap on council rates to keep rates as low as possible, but we also need value for our money, and a Kingston Council that will do the things it should, and will make life better for its residents. I am your no-nonsense, common-sense candidate for Chicquita Ward. I will get council to re-focus on the things that matter while keeping your rates as low as possible. Please consider voting for me first and putting Rosemary West second, before numbering all remaining boxes in your order of preference. Also don't hesitate to email me on haydentorkingston@gmail.com if you have any ideas on how we should improve our local area.

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**MENZIES, Steven R.**

Now is the time for change! Now is the time for forward thinking and for a new Councilor and this is why I am running for council. Having a career in HR and a successful career within Multinational Organisations, I will bring my work ethics, values and experience with me to be your new Councilor. Being a resident of the Kingston City Council throughout life I have seen huge changes within our Council, we have a beautiful collection of Parks, Beaches, Golf courses, an Airport and Shopping Precincts within our community and I want to be your voice for the decisions made throughout our Council. The growth of our Council is imperative to our continued success, however within the Chicquita Ward that I am standing for that represents Kingston Road to approximately Lower Dandenong Road and from Warrigal Road to approximately Boundary Road. I want to make sure our ward and our community continues to be as beautiful as it is today! As the Kingston City Council has an annual budget of \$221 million, if you elect me, I will use my experience to ensure council rates never go up more than inflation; increase the level of safety for motorists and pedestrians; make sure our beaches are kept clean for all to enjoy, maintain pensioner rate discounts; maintain quality streets-cafes; continue the sustainable redevelopment of our parklands; increase the amount of walking tracks throughout our ward and the council; have biodegradable doggy bag stations installed in parks; ensure support for community and sporting groups; increase community safety by promoting a CCTV increase to reduce crime; help small businesses create jobs; stop the development of high-rise buildings within our ward. I offer leadership, experience, strength and fair representation. I respectfully ask for your vote. Any queries please email me at: steven@council@outlook.com.au

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**BALDOCK, Ian**

Why did you decide to live in Kingston? We look back at where we grew up with affection, and we wish for our children to grow in a similar, nurturing community, leaving them with happy memories. Being elected as a Councilor would enable me to work strongly towards keeping Kingston the area where you wanted to settle your family. I have lived more than 30 years in Kingston, my son having attended local schools. In my attempts to be a good neighbour, over many years I have been involved in many community improvement activities, a Committee member and providing assistance to several local groups including the Mordialloc Community Centre, as well as the needy in our area. Kingston is blessed with beaches, parklands, good access to transport, together with many areas which are still relatively under-developed compared to other suburbs. However, just because we still have areas free of high-rise does not mean that it will remain so. The qualities that attracted all of us to our area need to be protected from inappropriate over-development, for the benefit of ourselves and future residents. Provision for sporting facilities is more necessary than ever, with all ages needing to be addressed. I am a strong believer in promoting facilities which enable the aged to remain living in their homes, keeping themselves fit & mentally active, rather than being shuffled off to aged care facilities. There is a need for more support for both the elderly and the young in our community, as well as their carers. Council is the perfect vehicle for protecting the more vulnerable in our community, and I will work to ensure this is done. In summary, my previous business experience as well as extensive community representation will enable me to well represent my fellow ratepayers.

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Kingston City Council

Appendix 7.2.5: Candidate statement leaflet for Como Ward election

**Don't Risk a Fine**

**VOTING CLOSSES 6.00 PM**  
**Friday 23 October 2020**

Your ballot paper is attached to this leaflet.  
Complete and return as soon as possible.  
See the ballot paper envelope for voting instructions.

**VOTING IN THIS ELECTION IS BY POST ONLY**

Your completed ballot material must be posted or in the hands of the Election Manager on or before **6.00 pm on Friday 23 October 2020**.

Local mail clearance times may vary. Ballot material must be mailed before final clearance times in the last week of voting. Late votes cannot be included in the count. Alternatively, you may hand-deliver your envelope during business hours to:

Building 25  
121 Hayher Street  
Clayton South

**CANDIDATE QUESTIONNAIRES**


Completed candidate questionnaires are available at [vec.vic.gov.au](http://vec.vic.gov.au) or alternatively from the Election Manager.

**COMPULSORY VOTING PROVISIONS APPLY**

You have received this ballot pack because you are enrolled for this election. Voting is compulsory if you were on the Victorian State electoral roll for this council on Friday 26 August 2020.

Further information on voting entitlements can be found at [vec.vic.gov.au](http://vec.vic.gov.au)

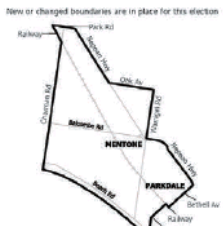
You may receive an Apparent Failure to Vote Notice if you complete and return your ballot material after the close of voting.



**2020 Council Election**

**VOTING CLOSSES 6.00 PM**  
**Friday 23 October 2020**

New or changed boundaries are in place for this election



**Como Ward**

**THIS IS A POSTAL ELECTION ONLY.**

**Voting is compulsory for residents.**

For further information visit [vec.vic.gov.au](http://vec.vic.gov.au) or phone (03) 8619 1435 during business hours.

**VEC** Victorian Electoral Commission  
Printed on 100% recycled paper

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**NOLAN, Robyn**

As a community advocate heading the Do Not Narrow Beach Road group, I appreciate our community needs committed, passionate and compassionate leadership. My community involvement has been acknowledged with nominations for Kingston Citizen of the Year and Kingston Woman of the Year. Together our Kingston community must determine and shape its own future. In these challenging times, the community expect a prudent financial balance between the traditional Roads, Rates and Rubbish and the \$200 million dollars that Council spends providing over 100 services. Council must look to contain and reduce costs without negatively impacting services for all ages, facilities and infrastructure. Kingstons demographic encompasses families, children, youth, and many one person households, as well as a growing seniors community. Facilities including community hubs, libraries, road maintenance, sports amenities, immunisation programs, health centres, kinders, playgrounds, aged care services and artistic programs must all be well serviced and maintained. Community safety continues to be a key priority - whether pedestrians, cyclists, motorists, bike paths or disability compliance - including reinstating the access ramps at Mentone and Parkdale beach and addressing non-compliance on the Bay Trail. Environmentally I will advocate for health of the bay, improvements to our beaches, waterways, wetlands, green wedge, green open space, recycling and renewables. I will defend against inappropriate development and protect Neighbourhood character in line with community expectation. I will work for collaboration between Council and local traders to revitalise our Cheltenham, Mentone and Parkdale shopping precincts. Support and community connection is essential in these challenging times. I am an independent candidate and not a member of any political party. I pledge to provide fair and well considered decisions, act with honesty, integrity, compassion and respect and I would value your support. Please preference Robyn Nolan and Jonathan Serpell. Thank You. [facebook.com/robyn.nolan.kingston](https://www.facebook.com/robyn.nolan.kingston) [robynindependent.com.au](http://robynindependent.com.au)

1

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**CAREY, James M.**

I hope this finds you and all your kin well. Roughly a third of you reading this are living alone through COVID, a tenth are trying to manage as a single parent, a quarter are couples living with children trying to juggle work and being a 24/7 carer, and the remainder are couples living together with less freedom than we've ever had. Relaying these stats underlines my reasoning for running to be your Councilor: this election is not about politics, it is about our community. This election is about finding someone who will act to prioritize the people, families, and businesses of Como and Kingston above profit or glibly politics. Coming out of COVID restrictions, we need to rethink how we allocate resources. I will protect jobs through grants and making support available, re-integrating public spaces and investing in sporting grounds and community support, and, getting input from you to understand how your Council can best support you. I am a fresh voice not aligned with, nor member of, any Australian political party. I have taken no campaign donations. I know from experience the realities of managing businesses in Kingston and am a current Director of a Not-For-Profit, so live the responsibilities public office brings. This election is not about politics. This election is about protecting our community and using our resources to help businesses survive, families thrive, and our communities rebuild. I promise to give you a voice in Council decisions, transparency in why I make decisions, and will use our collective resources to protect jobs, incomes, and help families through the hardships COVID has presented. Ensure you have a voice in your Council and elect me, James Carey, to work for you to get you the financial and community support we all need.

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**HILL, Chris**

I'm a local Dad who's lived in Como-Ward for 15 years and have served as Chair of Save-the-Edgy since the Mentone Hotel closed. Save-the-Edgy successfully campaigned to protect the Heritage of the 130-year-old Mentone Hotel building, as well as dramatically reducing the scale of the residential development and securing a large hospitality space scheduled to open in mid-2021. I also founded Kingston-Save-Our-Streets (K-SOS) after learning Council were proposing to rezone many quiet residential streets to allow 11m tall 3-storey complexes. Thanks largely to the work of K-SOS volunteers, Council received approximately 1,800 submissions with 99.6% of people objecting to their proposal and subsequently Councilors voted in support of the community. In spite of achievements to protect Kingston from overdevelopment, there's still a lot to play out with the Housing Strategy and that's why I'm running for Como-Ward, to continue to represent the interests of our residents as your truly Independent Councilor. The wins I've achieved with Save-the-Edgy and K-SOS prove my effectiveness managing the concerns of people with wide ranging views from both sides of politics. I believe my unbiased consultative approach are strong attributes for a Councilor and if elected, I will continue to work hard for our community. My other priorities include a cleaner, greener and more accessible foreshore and streets, more open space and off-leash dog parks, improved safety and traffic management around schools, more funding for sporting clubs, more support for local traders to help promote more vibrant shopping centres, as well as incorporating affordable and social housing and eco-friendly construction in Kingston's urban renewal projects. Finally, I believe there needs to be a shift in how Kingston Council communicates and consults with residents on important issues such as the Housing Strategy and I intend to work together with Council to help make this happen.

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## Kingston City Council

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**SERPPELL, Jonathan**

We have lived in Mentone for 28 years, centrally placed to The Alfred and Frankston Hospitals where I work as a Surgeon. With extensive management and leadership experience as a previous Councillor for the College of Surgeons, I have a vision of how council should work for you, the residents of Como Ward. I saw what we achieved when I was on Kingston Foreshore Committee and would now like to make Como Ward an even better place to live. With two sons previously involved in St Bedes / Mentone Tigers Football and local tennis clubs, I understand the importance of local facilities. Ensuring your rates are spent well, achieving value for money is a key priority. Careful management of Kingston finances will allow greater focus on essential services including footpaths, street cleaning, maternal health, childcare, immunisations, youth facilities, men's sheds, sporting facilities, facilities for the elderly and disabled, and volunteer organisations. Re-developing Mentone Lifesaving Club along with upgrades to Parkdale Yacht Club and Mentone Reserve Pavilion. Safety and maintenance of roads, playgrounds and parks, early learning centres, schools and the foreshore are a key priority, as is the safety of Beach Road and its paths for cyclists, pedestrians and motorists. Conscious of financial pressures on families, and local businesses in this uncertain time for our health and our economy, I will ensure Council helps you as much as possible. Environmental sustainability including water, tree management, and Kingston's green wedge and careful planning will ensure our future in line with our neighbourhood character. The new 11 ward structure is an exciting opportunity for you to be directly heard at Kingston Council and I am pleased to stand for election to represent you as your Councillor Preference, Jonathan Serpell and Robyn Nolan for a strong voice on council. [facebook.com/JonathanSerpelComoWard](https://www.facebook.com/JonathanSerpelComoWard) [Jonathan4Kingston@gmail.com](mailto:Jonathan4Kingston@gmail.com)

4

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**VAN DEN DUNGEN, Alison**

The safety and economic vibrancy of our community is my passion. As a local mum and small business owner living in the heart of Mentone, I see the dangers of our unsafe local roads, footpaths and pedestrian crossings every day. With 6,000 students travelling to and from the schools in Como Ward daily, the area requires a higher level of road safety measures than other areas of Kingston, not to mention appropriate planning to assist the struggles of residents, especially seniors, who need to leave home during these congested peak traffic times. With overwhelming community support, and working closely with current councillors, I have already secured one additional crossing guard for Mentone and I'm not done yet! A politically independent candidate, I'm a passionate believer in the saying "If you see something, say something" and I am putting my hand up to represent you on Kingston Council. There are so many amiable reasons to love living in Como Ward - the beaches and parks, the community village atmosphere and the access we all have to top-quality schools for our children and grandchildren. However, these same great attributes present unique challenges. Como Ward is home to a vast number of local families who not only reside here but, make their livelihoods from this great part of Kingston. I believe Kingston Council has a vital role to play in ensuring all these businesses and families not only survive in Kingston but thrive here and that our local strips are vibrant places to work and shop. As an elected Councillor, I would have the opportunity to take my advocacy further and be in a position to bring tangible and positive change to Como Ward. I ask you to vote I Alison van den Dungen

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Kingston City Council

Appendix 7.2.6: Candidate statement leaflet for Karkarook Ward election

**Don't Risk a Fine**  
**VOTING CLOSSES 6.00 PM**  
**Friday 23 October 2020**

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Complete and return as soon as possible.  
See the ballot paper envelope for voting instructions.


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Alternatively, you may hand-deliver your envelope during business hours to:  
Building 25  
121 Rayhur Street  
Clayton South

**CANDIDATE QUESTIONNAIRES**  
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**COMPULSORY VOTING PROVISIONS APPLY**  
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**2020 Council Election**  
**VOTING CLOSSES 6.00 PM**  
**Friday 23 October 2020**

New or changed boundaries are in place for this election




**Karkarook Ward**

**THIS IS A POSTAL ELECTION ONLY.**

**Voting is compulsory for residents.**

For further information visit [vec.vic.gov.au](http://vec.vic.gov.au) or phone (03) 8619 1435 during business hours.



Printed on 100% Australian made recycled stock

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**GAPSYS, Tadas**

Councillors require integrity, knowledge and empathy to represent you, your family and to manage local issues effectively. As a longstanding resident, small business owner, IT cybersecurity professional with tertiary qualifications in economics, I am totally committed to being an effective and independent representative on your behalf. I have a positive approach to life which, together with my experience and professional skills to make our council more effective and efficient. I understand the local issues and challenges. I also have my own vision and plan for the future development of the ward. One I believe is shared by my fellow residents. I will work hard to represent you and your family in Karkarook Ward by securing the lowest rate rises. I want to improve our local early childhood and family facilities, parks and protect the area from overdevelopment. In addition, I will advocate in support of solving traffic issues and organising safe pedestrian crossing solutions across the city. I will be a voice for local traders by assisting them with the development of the retail precinct to support our vibrant local retailers. I am also keen to provide strong and enduring support for important local sports and community groups. I am looking forward to earning your trust and support. As I like to say: Promises made, promises kept! If you have any questions, please reach out to me on Facebook/Instagram: [tadas.gapsys](https://www.facebook.com/tadas.gapsys) or by email: [tadas.gapsys@outlook.com](mailto:tadas.gapsys@outlook.com) We can build our future and a stronger community together! Please also consider other candidates like Garibh Bevilacqua, Suren Surender and Martin Campbell for your preferences.

1

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**BOTTI, Michael Angelo**

To the Karkarook ward members, my name is Michael Botti & I'd like to officially announce my candidacy for the Kingston City Council. I am a local to this community in which I have grown up in and currently reside in Cheltenham with my partner. The Kingston area is of great importance to me as our family owned business, a third generation egg farm has been producing fresh daily eggs and chicken to the local community for close to 60 years. I truly believe that Kingston requires new faces as part of our council. We are experiencing unprecedented hardships around us and it demands someone to stand up for the people in support of this ward. I will fight to help these families & small businesses who are struggling. Reducing the local rates is necessary to protect the heart and soul of this municipal. I will make sure there is communication between local business and the council about the constant changing of restrictions and that eligibility for accessible rebates are easily advised. Another major issue in which I will attend to if successful will be the review of the zoning laws that have recently changed. The disputed areas will be readressed and re-examined to determine their suitability in their correct zoning. I believe a councillor should act in the spirit of the community, to represent their values & needs and its what I attend to do if elected. I will be accountable for my decisions and my actions, and offer complete transparency between the council and its ward. My phone will always be available, my emails always responsive. I look forward to your vote! Phone# 0400008916 Email: [m.botti11@hotmail.com](mailto:m.botti11@hotmail.com)

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**SAAB, Hadi**

We deserve Councillors who amplify our voices. We deserve Councillors who don't just say they will preserve our community values but act on it. We deserve Councillors who listen and care. I will be that Councillor. I will not be a silent Councillor but proactive, listening and working with the community because this is something I already do. I heard your concerns regarding the Chain-of-Parks project so I raised a petition to the State Government to rectify it. As a first generation Australian who has lived in Clarinda for nearly 20 years. I understand the value of hard work, having a strong community of support and caring for your neighbours. These are the values I will carry with me as your Councillor. I will support our pensioners by expanding the pensioner rebate; tackle Australias waste and recycling problem by introducing the Return-and-Earn scheme throughout Kingston. And more importantly than ever, I will make Kingston a community focused council. That means continuing the support for key projects like the Moorabbin Renewal project and the Housing Strategy but also, in our Covid world, focusing on a comprehensive Covid recovery plan for our local businesses and then for the wider community, through a Covid Relief Package. I have extensive experience through representing 40,000 students at Monash University and overseeing 30+ full-time staff in a multimillion dollar organisation. I advocated, negotiated and collaborated with the University to deliver better student conditions. And now, as your Councillor, I will do the same for you. If you agree with what I stand for and believe in a proactive, driven and compassionate Councillor who will fight for you and the issues you care about, then vote [1] Hadi Saab. If you support my vision, I also recommend you vote for Silvana Anthony and Bonnie Meisebach.

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Kingston City Council

<p><small>NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p>  <p><b>MEISELBACH, Bonnie</b></p> <p>Community first, this role requires everyone to put politics aside, collaborate with the community and make decisions that best serves our interests. For this reason alone, I am completely independent and self-funded. These are my promises to you: Will always lead with kindness, compassion and practicality. Will stand for investing in community development and supporting community services that improve safety, health and wellbeing. Will stand against unsuitable development and protecting our areas character. Will always be transparent and honest. Will not unduly delay projects that will improve our community. Will stand and support better strategies for our area and movement in the projects that are at a stalemate. Will stand for economic strategies that support our local businesses and community, particularly during and after the COVID 19 pandemic (i.e. no rise in rates). Will support innovative and new ideas that will allow our community to thrive. And lastly, will always put our community first! So, I ask you what is your vision for the community? If it is one that thrives, one that is engaged and feels safe. If it is a community that looks after each other, one that supports local businesses, our local character and environment, then make your vote count and vote #bonnie4karkarook! If you support this vision, I would also recommend you vote for Hadi Saab. Please contact me directly if you have any ideas and would like your voice to be heard.</p> <p>4</p>	<p><small>NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p>  <p><b>BEVINAKOPPA, Gandhi</b></p> <p>I have lived in Kingston area with my wife for thirty years, raised three young adult children in our community and run a manufacturing business in Braeside. I am also involved with local community through Rotary and various community organisations both local and national. The Covid pandemic has changed everyone's life, hitting families hard and devastating local businesses and jobs. I understand hardship and what it takes to re-build. My understanding of manufacturing supporting local jobs and experience of small business, would help Kingston rejuvenate post Covid. Kingston will also need to remodel all its operations and provide leadership to ensure that Covid safe plans are in place in all areas of business and community life and we can resume normal social life while keeping the community safe. Kingston will need a diversity of skills and abilities around the decision-making table. If you think that our council has been politically compromised for far too long, your vote can help change that. With my experience, I can help the recovery process while providing safer environment for residents, ratepayers, business, sporting, and community organisations. I am committed to looking after our community and business and jobs, keeping rates down by cutting waste, investing in our environment with effective management of tips and landfill, improving our parks, sporting reserves and facilities, connecting walking trails and cycling paths to ensure the wellbeing of our residents and ratepayers. Our community is rich with talent which needs to be harnessed through regular consultation, attendance of meetings and events and making sure that Kingstons committees are fully operational. Please support me with your vote and candidates with similar values Suren Surender, Tadas Cepys and Martin Campbell and complete your ballot paper. For enquiries contact me on 041 4587148 or email: gandhi@bevinplastics.com.au</p> <p>5</p>	<p><small>NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p>  <p><b>CAMPBELL, Martin</b></p> <p>Now that our local area is getting its own Ward, it is important that we are represented by a resident who understands local issues and is committed to making improvements. As a Moorabbin resident, I have felt for some time that Council has under-invested in our corner of Kingston. Whilst other parts of the municipality have been improved and beautified over the years, areas at the edge have been neglected in comparison. Council must get the basics right: roads, public realm, rubbish and limiting rate rises. In my career as a procurement professional I specialise in service delivery and obtaining value for money. I have worked across a range of industries including financial services, aviation and public transport. This experience will give me a solid understanding of the financial pressures our Council is experiencing. Councilors also play a vital role in influencing investment in the area. I love supporting local businesses and some of the specific opportunities that I wish to advocate for are: upgrades to Moorabbin station and shopping precincts, increased parking options to support activities at the Kingston Arts Centre and Moorabbin Oval, improving Moorabbin light industrial employment precinct and creating new cycling and pedestrian links. The return of the football club also needs Council's continued support so it can thrive in its new home. Over the last few months I have enjoyed communicating with residents and business owners about the issues that are important to them. If elected I will continue to keep the lines of communication open and will work tirelessly to represent Karkarook Ward. Please vote one Martin Campbell for Karkarook Ward, please also consider my fellow candidates Gandhi Bevinakoppa, Suren Surender and Tadas Cepys for your preference votes. For more information please visit my website martin-kingstonscouncil.com.</p> <p>6</p>
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<p><small>NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p>  <p><b>XU, Chelsea</b></p> <p>No Statement Submitted</p> <p>7</p>	<p><small>NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p>  <p><b>SURENDER, Suren</b></p> <p>My Name is Suren Surender, live in Moorabbin with my wife and two children. After migration from India in 2006, studied Masters of Accounting &amp; Financial Management at La Trobe University worked in Financial services for many years before I established a retail business. Bringing the perspective of a young entrepreneur. I have a positive plan for the karkarook ward: 1. Fighting against improper and over development. 2. Support for more sporting facilities for local clubs. 3. Revitalizing the Moorabbin precincts with better parking and facelift. 4. Tackling the graffiti issue, installing more CCTV &amp; better lighting at crime hot spots to improve community safety. 5. Promote fixing South Road traffic issue, might get worse after the Mondialoc Freeway completion. 6. Better budgeting and economic management to provide transparency. 7. Standing up to support small family run businesses. 8. Defend and support multiculturalism in Kingston. 9. Promote safety for residents by crime reduction. 10. Support better early childhood and family facilities. vision is to ensure that our diverse community continues to have the opportunities to live, work and raise families in a Council which is accountable and responsibly managing council budget to deliver high quality infrastructure and services while reducing the pressures on cost of living and doing business in Kingston. A person with liberal values, common sense, and desire to work for our communities, committed to listening and work for all residents and ratepayers with my knowledge and experience. I understand the challenges facing us every day, and I would be a strong advocate on your behalf. Therefore, I seek your support to vote 1 for Surender, Suren, please choose New ward with New face in return you get New ideas with new beginnings. Please also consider candidates like Gandhi Bevinakoppa, Martin Campbell &amp; Tadas Gapsys for your preferences.</p> <p>8</p>	<p><small>NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p>  <p><b>DODIC, Mario</b></p> <p>Having migrated to Australia from Europe in the mid sixties, I started working as a toolmaker in Melbourne. A few years later, I got married and was blessed with three lovely daughters. My wife was a nurse and worked for many years in Dandenong Hospital. Later on we had our own business. In the mid eighties, I became a Councilor for the city of Dandenong, and few years later I ran for Holt as a Federal Liberal Candidate. By having the experience and knowledge, it greatly helped me to understand and appreciate how important Local Government is, and what a great impact it has on the well-being of the local community. Covid pandemic has changed life as we know it, hitting families hard and devastating local businesses and jobs. I understand hardship and what it takes to rebuild. Having retired, and living in Kingston area for the past ten years, and having the experience, knowledge and time, and also speaking fluently four languages, I would be a great asset on the Council. In this crucial time, with the Covid pandemic, the residents of Kingston require Councilors with all the skills and life experience to understand and act upon their behalf to ensure they are receiving the care and services needed, especially the elderly who are vulnerable, the people who lost their jobs, the business owners who worked hard all their life, only to lose their businesses. I would be grateful, if you can support me with your number one vote and number two to Gandhi Bevinakoppa who has similar values, and make sure to complete the ballot paper. I encourage all the retired people to support me so that I can be your voice on the Council. For enquiries contact me on 0411272329 or email admin@bevinplastics.com.au</p> <p>9</p>
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Kingston City Council

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**ANTHONY, Silvana**

Born and bred in Kingston's Green Wedge, I will focus on ensuring current and future Karkarook Ward residents can enjoy our green wedge as a recreational, conservation and agricultural heartland. I will oppose any proposals for waste processing in Kingston and work to ensure that governments deliver on their promise for a Chain of Parks so current and future generations can finally enjoy Kingston's Green Wedge after decades of mining, landfill, waste activities, dangerous dust, offensive odours and heavy traffic. I will also work to Connect Karkarook by looking at ways we can link residents in Heatherton, Clatona and Moorabin to parks and shops through safe walking footpaths and trails particularly along busy roads and bypasses which disconnected our suburbs from recreation, shops and services. I will also work hard to support services which strengthen our community and keep us connected - such as libraries, recreation, health services and adult education and campaign against applications for new or extended gambling venues which damage our community and families. I want to support Kingston residents strong record on recycling by helping households and local business reduce their use of plastic and encourage compostable alternatives. As we emerge from the Covid lockdowns, I will support proposals and recovery plans that help our local businesses and community groups thrive once again. I will also look at ways to help keep council rates and services affordable and ensure that council's budget process reflects the priorities and needs of the community. To protect, access and enjoy our Green Wedge and local community, put Silvana Anthony and Hadi Saab 1 and 2 on your ballot and put pro-waste/transfer station candidate's list, making sure to number every box to make your vote count. Please call me on 0422 653 651 or email silvana@karkarook@gmail.com to discuss any local issues/concerns with me.

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**PROFYRIS, Michael**

I am Michael Profyris and I am an independent candidate for the October 2020 elections in our ward, Karkarook. As an independent candidate, I am only driven by serving what is important to our community, not what is important to the major parties. I write to you with my commitment on the following matters. As a long-time resident of Kingston I have a long history of supporting local charities and volunteer groups, successfully petitioning government on local matters such as infrastructure, providing my professional expertise in support of initiatives that are designed to make our community better and an overall commitment to supporting our local businesses. This has all been towards making our ward a better place to live. On a professional level, I have served in many senior positions with global media organisations. Given my experience with our local community combined with my committed, professional work ethic, now is the time that I ask to serve the people of Karkarook. As your representative for this ward, I will deliver lower council rates, cost efficient public services and the introduction of a rebate scheme for community involvement. For our health and safety, I will improve access to medical facilities and schools, provide improved lighting at night, improve our disability facilities and protect the greenery of our neighbourhoods. For our prosperity, I will promote local industry and business, provide incentives for local investment, and initiate more family, community and tourism based events. Equally as important, I will continue to encourage open feedback from the community and will provide the available support. The motivation for all of my initiatives will be to provide a healthy environment for all the people, businesses and families of our community to continue to flourish and to create an even more prosperous Karkarook. Best regards.

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**RISELEY, Dallas**

If elected as your council representative I will always act in the best interests of you, the ratepayers. I was born and raised in Melbourne's seaside suburbs and have lived in what is now Karkarook ward for over 25 years, and I know most of the nuances of the area. Karkarook has a broad range of residential, commercial, retail and recreational areas, all of which are an important part of making it such a vibrant place. I am not, and never have been, a member of, or associated with any political party. Councilors should not feel encumbered by political ties and must make decisions in the best interests of the community. Being an accountant, I have strong financial skills and will work to ensure that rates are kept to a minimum and council concentrates on spending ratepayers' money where it is most needed. Increases in the cost of living have meant that households have had to tighten their belts significantly, and council must also tighten its belt. Some of the areas that I am keen on addressing are protecting our green wedge, curbing inappropriate development, improving community, recreational and sporting facilities, creating more public open space, revitalising our strip shopping areas, recycling and looking after the elderly residents in our community. Of course, there are many other issues, and I pledge to engage with the community so that we can work together to ensure that Kingston becomes a more safe, vibrant city. Remember, vote wisely, vote Riseley.

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Kingston City Council

Appendix 7.2.7: Candidate statement leaflet for Longbeach Ward election

**Don't Risk a Fine**

**VOTING CLOSES 6.00 PM**  
**Friday 23 October 2020**

Your ballot paper is attached to this leaflet.  
Complete and return as soon as possible.  
See the ballot paper envelope for voting instructions.

**VOTING IN THIS ELECTION IS BY POST ONLY**

Your completed ballot material must be posted or in the hands of the Election Manager on or before **6.00 pm on Friday 23 October 2020.**

Local mail clearance times may vary. Ballot material must be mailed before final clearance times in the last week of voting. Late votes cannot be included in the count. Alternatively, you may hand-deliver your envelope during business hours to:

Building 25  
121 Rayher Street  
Clayton South

**CANDIDATE QUESTIONNAIRES**


Completed candidate questionnaires are available at [vec.vic.gov.au](http://vec.vic.gov.au) or alternatively from the Election Manager.

**COMPULSORY VOTING PROVISIONS APPLY**

You have received this ballot pack because you are enrolled for this election. Voting is compulsory if you were on the Victorian State electoral roll for this council on Friday 26 August 2020.

Further information on voting entitlements can be found at [vec.vic.gov.au](http://vec.vic.gov.au)

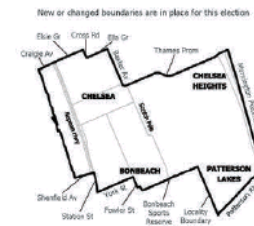
You may receive an Apparent Failure to Vote Notice if you complete and return your ballot material after the close of voting.



**2020 Council Election**

**VOTING CLOSES 6.00 PM**  
**Friday 23 October 2020**

New or changed boundaries are in place for this election



**Longbeach Ward**

**THIS IS A POSTAL ELECTION ONLY.**

**Voting is compulsory for residents.**

For further information visit [vec.vic.gov.au](http://vec.vic.gov.au) or phone (03) 8619 1435 during business hours.

**VEC** Victorian Electoral Commission  
Printed on 100% Australian made recycled stock

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**OXLEY, Georgina**

I love Kingston! I'm a Chelsea local and I hope to one day soon start a family in our wonderful community. It's been a pleasure to serve as Mayor for the past 2 years and deliver great outcomes for you and your family. I'll continue to put our community first. Together we've upgraded local kinders, parks, playgrounds, sporting facilities, and community centres to provide the best quality services for our local area. We've completed drainage improvements, particularly through Chelsea, planted over 10,000 trees, and done this within budget whilst maintaining a strong financial position. Yet, there's so much more to be done. As someone who runs a small business in Kingston employing locals, I understand the challenges we're all facing, so it's important that Council gets the best value for your rates. I secured a rates discount in 2020 and will continue to fight for lower rates and getting the basics right. Improving traffic, parking, repaving roads and footpaths, protecting our environment, preventing inappropriate development, and supporting our community through economic recovery post-COVID.

I'll advocate for a purpose-built local aquatic and recreation centre that caters for everyone of all ages and abilities, as well as providing much-needed community facilities for our local sporting clubs and community groups. I'll advocate for enhancing community spaces to foster community connectedness by revitalising our shopping strips like Chelsea and Chelsea Heights, upgrading our playgrounds, walking & cycling tracks, and having more markets with local traders to support small businesses. I also believe in giving back to our community, so I'll be giving the first \$3000 of my Councillor allowance back to local community groups. I listen to you, I learn from you and I deliver for you and our community. I'd love to connect and share my positive plan for Kingston 04014795970 - facebook.com/geoxley2014 georjinoxley01@gmail.com

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**HALSALL, Robert**

As the owner of "The Mattress Shop" in the Chelsea market, Firstly, a warm and sincere thank you to all the amazing local people that have supported my humble little mattress shop in the arcade for the last 15 years - You will never know how appreciative I truly am, it's inspired me to run for council to fight for you.

I have no political or campaign donor alignments and am answerable to ratepayers only. I have a great track record in business and an award winning personality to match - I will actually call you back. My principals are lower rates, better staff efficiencies and attitudes, no wasteful spending and a focus on basics, councils are way too big for their boots. If you want to discuss anything please call me on Freecall 1800233746 or call into my shop (when restrictions lift) 9/450 Napean Hwy Chelsea (appointment only until we are safe) Im Robert Halsall and I appreciate your support. themattressshop@icloud.com Instagram - themattressshopchelsea1800233746

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**AGIRTAN, Jane**

In the current Covid environment, Kingston needs a team of councillors with real life experience and skills to make the best decisions for our families, businesses, and community. I understand the challenges of putting food on the table, paying household bills, keeping, or creating a job so that together we can thrive in a Covid safe environment. As a local resident, mother, a Chartered Accountant, and trusted small business advisor, I know firsthand the financial pressures families and businesses face each day. Kingston will need to deliver lower rates and charges to assist all residents and ratepayers with post Covid-recovery. Our children deserve a safe environment and access to facilities to support their education and development. All residents, seniors, families, and our young people alike need access to quality services including improvements in sport and recreation facilities, community centres and libraries. Our local economy needs council support to help local businesses and jobs emerge from the prolonged lockdown. As a small business advisor, I know that small business is the backbone of our economy, providing more than 50% of local jobs. Our Kingston based businesses - manufacturers, construction, hospitality, retailers, and home-based businesses will need Covid safe plans to re-open and Kingston should assist without delay. We will also need to revitalise our retail shopping strips including Chelsea and Chelsea Heights to ensure that shopping precincts are reactivated, safe, accessible, attractive, have adequate light, parking and are Covid safe. Our sporting and community organisations will also need council support to ensure members stay safe. To move forward, Kingstons political games must end so we can focus on the serious work of recovery. I would be honoured to have your support to represent Longbeach Ward at this particularly important point in our history. I will be there to listen and help.

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Kingston City Council

<p><small>NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p>  <p><b>CURRIE, Bronwyn</b></p> <p>Hello, I have lived in the south east for most of my life and am a long term resident of Kingston, currently living in Chelsea Heights with my family I am the Regional Group Leader for the Animal Justice Party in the South Eastern Metropolitan Region. Prior to raising my children, my professional career was in senior human resource management in the Victorian Public Service. I have managed small businesses since and been heavily involved with volunteering for local organisations in my community. I have a strong interest in improving community facilities, services and working with local businesses to improve business success. I believe deeply in the values of the Animal Justice Party, these being kindness, equality, rationality and non-violence and these guiding principles underpin my decision making in all things. Kingston is a vibrant, diverse community with wonderful natural environments, both land and sea, that need to be protected and enhanced and I recognise our companion animals also deserve the best care, protection, services and access to facilities, as a councillor it is my duty to help all who need it. Being passionate about animals, people and the environment keeps me in touch with community, listening, advocating and helping those who require support. My contribution has been recognized through nominations for Kingston Australia Day in 2019 and Woman of the Year Awards in 2019 and 2020. If elected, I look forward to working with Council in a positive and collaborative way to achieve implementation of long-term ethical and responsible vision and responsible financial management for constituents. Proudly endorsed by the Animal Justice Party whose core values are kindness, equality, rationality, non-violence.</p> <p>4</p>	<p><small>NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p>  <p><b>LEVINA, Dina</b></p> <p>As a long-term resident, I love Chelsea! Putting down roots here was one of the smartest decisions I have ever made. As a migrant coming from hard working family, I believe in fair go and dignity of work. I have been a high school teacher for 20 years, and spent last 15 years working in one of the biggest public hospitals in Victoria. In an independent candidate and have never been a member of any political party. My interest is focused on local community and their needs and concerns. What do I want for our neighborhood? As a ratepayer, I want our money to work for the projects needed by majority. As a grandmother, I know the importance of a quality early childhood education and sporting facilities. As I approach my retirement I do care about the needs of growing numbers of pensioners, about how to live your sunset years to the fullest – and what can be done locally to help with this. I want our neighborhood to be safe for parents and children, for beachgoers, for shopkeepers and customers, for retirees. I want to be able to take a walk in the evening without fear it felt that way 15 years ago, but not anymore. I want everyone to enjoy favorite local places where you feel at home and not alone clubs, playgrounds, libraries, thriving cafes and local shops. Seemingly simple things, but keeping all this afloat requires a lot of effort. With my experience in public education and public healthcare systems, I want to improve quality of life for all residents by serving as your councillor. Please vote for Dina, Jane Agirton and Keith Chamberlain and number all the boxes.</p> <p>5</p>	<p><small>NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p>  <p><b>WALKER, David</b></p> <p>Hi my name is David and I have been a resident of Kingston my whole life. I live in Bonbeach with my young family and feel that representing you at Council is the perfect opportunity to utilize my experience across the public and private sectors and to give back to my community. I am a genuine independent candidate that is dedicated to improving the Longbeach Ward and by extension all of Kingston. As your elected representative, I will be looking to implement the following: Immediate rate relief for people affected by COVID-19, banning the donation of money to councillors, adding more rubbish bins throughout Bicentennial Park, Bonbeach Reserve and along the Patterson River walk, and banning all smoking on our beaches. I will also be advocating strongly for the retention of green wedges, limiting the imposition of over-development and lastly ensuring council is only focussed on local issues. I look forward to the opportunity to be your voice at Kingston City Council.</p> <p>6</p>
<p><small>NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p>  <p><b>CHAMBERLAIN, Keith</b></p> <p>I am semi retired so have time to do work as a Councillor and commit to projects. I have been encouraged to stand for election in the Longbeach Ward, where I live. Here is a brief overview of myself. I started the Junior Council a few years ago. In the past there was a Junior Mayor and my idea was to include more grade 6 students so they could broaden their knowledge of council and along the way learn about debating, budgeting, how the council functions and looking at different community groups in Kingston. Along with this the students make friends with students from other schools. One side benefit is how much the parents learn about Council at the same time. These days we have the Junior Mayor and eight Junior Councillors. The Junior Council has given me great insight into the workings of Kingston Council so, it is an area I am familiar with. I am a member of Rotary which does a lot of community work so I am already very aware of the needs in the community. I have done work at Matt's Place providing meals for those who need them. Over my working career I sat on several boards and worked in a few different countries. This gave me insight into working as a team, with an overall goal in sight, for multiple projects. The different countries gave an understanding of different cultures and how they do things. As a Councillor my goal is to apply my skills for the benefit of the community as an overall process. Rather than state specifics about about projects I believe each project, put to council, should be reviewed on it's merits to benefit the community. Please Vote for Keith Chamberlain &amp; Jane Agirton</p> <p>7</p>		

Kingston City Council

Appendix 7.2.8: Candidate statement leaflet for Melaleuca Ward election

**Don't Risk a Fine**  
**VOTING CLOSSES 6.00 PM**  
**Friday 23 October 2020**

Your ballot paper is attached to this leaflet.  
Complete and return as soon as possible.  
See the ballot paper envelope for voting instructions.


**VOTING IN THIS ELECTION IS BY POST ONLY**

Your completed ballot material must be posted or in the hands of the Election Manager on or before 6.00 pm on Friday 23 October 2020. Local mail clearance times may vary. Ballot material must be mailed before final clearance times in the last week of voting. Late votes cannot be included in the count. Alternatively, you may hand-deliver your envelope during business hours to:  
Building 25  
121 Rayhur Street  
Clayton South


**CANDIDATE QUESTIONNAIRES**  
Completed candidate questionnaires are available at [vec.vic.gov.au](http://vec.vic.gov.au) or alternatively from the Election Manager.

**COMPULSORY VOTING PROVISIONS APPLY**  
You have received this ballot pack because you are enrolled for this election. Voting is compulsory if you were on the Victorian State electoral roll for this council on Friday 26 August 2020.  
Further information on voting entitlements can be found at [vec.vic.gov.au](http://vec.vic.gov.au)

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**2020 Council Election**  
**VOTING CLOSSES 6.00 PM**  
**Friday 23 October 2020**




**Melaleuca Ward**

THIS IS A POSTAL ELECTION ONLY.

**Voting is compulsory for residents.**

For further information visit [vec.vic.gov.au](http://vec.vic.gov.au) or phone (03) 8619 1435 during business hours.



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**COCHRANE, Tim**

Dear Resident, it would be an honour to represent you, as an independent councillor for the Melaleuca ward. I live in Parkdale with my partner Marie. We have both served the community in the emergency services for a combined 15 years. Marie works as a paramedic, based in Mordialloc, and I have a decade of service as a professional fire-fighter, part of which has been spent dedicated to the Kingston district. I will bring an open & balanced view in assessing our community's needs, ensuring through extensive consultation you are always at the forefront of any decision-making. As an independent representative, I will put our Parkdale & Mordialloc community ahead of any political agenda, dedicating my time to collaborative governance ensuring you see value for money & results in a timely manner. I have a strong vision for our ward, to be progressive together. I will advocate for vital upgrades to our shopping precincts, including traffic & pedestrian management, parking, and aesthetics. This action will enable our local retail sector to continue to grow, supporting them as we navigate through an uncertain economic climate. With your support, I will work tirelessly to deliver real results including: upgrades to community facilities, funding for outdoor fitness recreation equipment in our parks, child care & elderly home care. Council rate rises have been treated as an obligatory necessity year-on-year. Although periodical rate rises are at times unavoidable, I will always advocate for operational cost efficiencies in the first instance, which is now more important than ever. I will bring transparent governance that surpasses community expectations to deliver a more vibrant, functional Kingston. A vote for me will not put tape & deliver progressive leadership to the place we all love. If you support me please also consider preferencing Natalie Firth & Dylan Styles.

1

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**FITZGERALD, Vikki**

As proud residents of Melaleuca Ward, my family and I love our area. A strong, vibrant and connected community, which I would be honoured to represent! The pandemic has changed our lives in untold ways and whilst restrictions will ease, constraints on economic and social life will continue for a while yet. In the meantime, we must open our local economy and community, sensibly and safely. We must help local businesses rebound and restore local jobs while the community resumes social and recreational activities, all in a COVID-safe way. Reducing rates, easing compliance costs and finding solutions to reduce the risk of transmission in our retail shops, cafes and restaurants, is critical. The health and well-being of our community requires continued improvement in local amenities with investment in parks and reserves, walking trails and cycling paths. Ensuring Kingston has COVID-safe plans for every area of council operation, must be driven by a council team with experience and the ability to make decisions in the best interest of our community. As an HR professional of 25 years, I have real life experience and understand the pressures people and businesses face each day. I have spoken to many of you and have listened to your immediate concerns. I will fight for: - Level crossing removal in Mordialloc and Parkdale; increasing parking facilities around Mordialloc and Parkdale; Reducing crime and improving beach safety; Rebuilding our much-loved Don Tabnell Pool in its current location; Helping our sporting clubs and residents resume recreational activities; Fixing ongoing local flooding issues and addressing planning concerns around high-rise and single-garage dwellings. I have the experience to work with fellow councillors and governments to make sure your voice is heard, and your needs are met. Vote for me as your safe pair of hands with no political games. Inquiries: 0459-777-557.

2

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**STYLES, Dylan**

It's time for a New Style of Councillor. Our community needs a local voice of integrity and action. When Kingston Council was not listening to our voices, I started a petition and the Save Don Tabnell campaign was born. This campaign received a huge ground swell of support, over 1,000 signatures, from concerned locals and has ensured the Council must reconsider their focus and Save Don Tabnell. I strongly believe in service and giving back to my community. I am the current President of The Mordialloc College Alumni Association and Board Member of the Mordialloc Neighbourhood House. I am a qualified secondary teacher and returned to do my teaching practice to continue giving back to students at Mordialloc. I believe mental health has to be put on the Covid-19 recovery agenda and I am fighting for a Headspace in the heart of Kingston. We need to see support for our local businesses, sports clubs, kindergartens, open spaces, playgrounds and a new focus on local jobs for locals. Covid-19 and lockdown has impacted us all, it's time for action. Vote to help our local businesses thrive again and introduce a Local Shopping Strip Revitalisation strategy to make even our quietest strips ones to be celebrated. I feel privileged to call the City of Kingston home. However, I know further work can be done to improve our local community. As we have seen, a people powered campaign can get our voices heard. With your support I will be your voice, and bring a new style to Kingston Council. I will fight for our residents, to make Kingston an even better place to live. It's time for a New Style For Kingston. If you support me please consider preferencing Natalie Firth and Tim Cochrane.


3

Kingston City Council

<p><small>NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p>  <p><b>GLEDHILL, Geoff</b></p> <p>I have been privileged to serve as your ward Councillor for the past eight years. I have enjoyed immensely working with residents, community and sporting groups and businesses to deliver outcomes which benefit all. I now seek your support for another four years, which brings with it challenges that none of us have faced before due to the devastating impact of the Covid pandemic. My life and business experience, commitment, empathy, listening ability and a common sense approach are essential characteristics required by a Councillor in order to lead their local community through the post Covid rebuilding period. Support for all local business, large and small, that provide employment for you and your family. Support for sporting and community groups, the hubs of our community who bring people together in an environment that fosters good physical and mental health outcomes. Insisting that Council must do what we all do, live within its means. I will not support any rate increase for at least the next two years. Council must prioritise capital works projects and programs that deliver direct support to the community. Rebuilding the Don Tatnell pool and leisure centre, investment in early learning, services for seniors, development of more facilities for active recreation, protection of our local environment including the bay and parklands and a forensic focus on safety in every thing we do from paths to playgrounds. Councillors must respect and support their community, that is their role, the sole reason for being in the role. I have observed instances over the past four years where the community has been ignored by individual or groups of Councillors. I will continue to fight to stop such behaviour. Please remember you are electing only one councillor in your ward and I ask that I be chosen as your representative.</p> <p>4</p>	<p><small>NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p>  <p><b>BAKER, Nola</b></p> <p>Seniors need a voice on Council. For too long, we have been ignored. Greater focus needs to be put on those who have worked all their lives to build Australia while raising their families. I am a retired primary school teacher and have taught many of the children in the local area. I have now got the time, life experience, skills and common sense to give to the community I love. The issues close to my heart are: preserving our neighborhood character (particularly neighborhood privacy and protection from overshadowing); improving amenities for seniors such as more funding for the Montserrat University of the Third Age; expanding and updating our libraries; supporting the Arts through exhibitions, concerts and a sculpture trail and protecting our beautiful Kingston beaches, which should be kept natural and structure free. As a passionate environmentalist, I am committed to protecting our precious Green Wedge open space, our parks and market gardens. I have been involved in the Kingston Save Our Streets group and Kingston Residents Association. I hold strong social justice values believing in fairness, equity and helping people in need. Strong, vibrant local shopping streets are essential to enable everyone, especially seniors, to shop locally and catch up with friends over a coffee at our local cafes. It will also help to keep and expand local jobs while helping businesses. Safety is also a major priority for me with smooth and safe footpaths, accessible services, better lighting, local neighborhood safety plans and well lighted pedestrian crossings. The Victorian Seniors Card is a thank you for a lifetime of hard work and I will fight for improved and expanded benefits and travel concessions. We have to support our local businesses to keep and expand jobs. Please vote #1 for Nola Baker and also consider Dylan Styles.</p> <p>5</p>	<p><small>NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p>  <p><b>FIRTH, Natalie</b></p> <p>A local Parkdale Mum and small business owner. I have a track record of successfully advocating community change. I love this area, for our amazing beaches, parks, shopping strips, schools and community that make Parkdale and Mordiallo unique and a wonderful place for families. I have a strong history of listening and acting on community feedback. As former President of a local kindergarten, Acacia Avenue Preschool, I was able to represent our community and convince Kingston Council to rebuild our kindergarten on Southern Road Resens, stopping original plans to close it and relocate it elsewhere. The outcome: a brand new two-room kindergarten and a reserve upgraded with a state-of-the-art playground and BBQ facilities, activating what once was underutilised green space. Like so many families, I am passionate about the safety of all residents. If elected Councillor, I will fight for a traffic study of the area to ensure better pedestrian solutions near our schools and shopping strips and define a clear pedestrian and road safety vision and plan for Kingston. As a small business owner, I will ensure less red tape so we support our local traders and businesses who add so much vibrancy to this area thrive post-Covid. I will be your voice on Kingston Council, championing brave leadership, innovation and creativity. I'm an active member of the community, sit on school council and am involved with local sporting clubs. I believe our area could benefit from better facilities and will fight for the rebuild of Don Tatnell and investment in interest in political upgrades. I am an independent candidate, with no interest in political games and want to see our council put the community first - so we can achieve strong outcomes for Kingston. I ask you to vote: 1 Natalie Firth -- and also support Dylan Styles and Tim Cochrane.</p> <p>6</p>
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Kingston City Council

Appendix 7.2.9: Candidate statement leaflet for Sandpiper Ward election



**2020 Council Election**  
**VOTING CLOSSES 6.00 PM**  
**Friday 23 October 2020**


*New or changed boundaries are in place for this election*



**Sandpiper Ward**

**THIS IS A POSTAL ELECTION ONLY.**  
**Voting is compulsory for residents.**

For further information visit [vec.vic.gov.au](http://vec.vic.gov.au) or phone (03) 8619 1435 during business hours.



Printed on 100% Australian made recycled stock

**Don't Risk a Fine**

**VOTING CLOSSES 6.00 PM**  
**Friday 23 October 2020**

Your ballot paper is attached to this leaflet. Complete and return as soon as possible. See the ballot paper envelope for voting instructions.

**VOTING IN THIS ELECTION IS BY POST ONLY**

Your completed ballot material must be posted or in the hands of the Election Manager on or before 6.00 pm on Friday 23 October 2020. Local mail clearance times may vary. Ballot material must be mailed before final clearance times in the last week of voting. Late votes cannot be included in the count. Alternatively, you may hand-deliver your envelope during business hours to:  
Building 25  
121 Rayhur Street  
Clayton South

**CANDIDATE QUESTIONNAIRES**  
Completed candidate questionnaires are available at [vec.vic.gov.au](http://vec.vic.gov.au) or alternatively from the Election Manager.

**COMPULSORY VOTING PROVISIONS APPLY**  
You have received this ballot pack because you are enrolled for this election. Voting is compulsory if you were on the Victorian State electoral roll for this council on Friday 26 August 2020. Further information on voting entitlements can be found at [vec.vic.gov.au](http://vec.vic.gov.au)

You may receive an Apparent Failure To Vote Notice if you complete and return your ballot material after the close of voting.

**NOTICE:** The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.

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**DAVIS, Anthony**

My name is Anthony Davis and I would love have the privilege to represent you as your councillor for Sandpiper ward. I am a true local and have lived in Edithvale for 30 years with my wife and two sons. I have also been a volunteer with the local SES and firefighter with our local fire brigade for over 18 years serving the residents of Kingston in their times of need. Your security and safety will be my priority and I will work hard to make our environment safer by improving roads, footpaths, lighting and installing pedestrian crossings where needed. I want Council to spend money on upgrading childrens playgrounds, make our open spaces more accessible and user friendly, especially for the elderly. I want our sporting clubs to have first class facilities that will bring the best out in our young sports men and women. I want to see our village shopping strips in Edithvale and Chelsea Heights improved to encourage retailers and shoppers back to the area. We need better value from our rates for Kingston residents, with at least two hard waste collections per year. I will also deliver all residents access to the food waste caddy and green waste bins. I will ensure Councils services to the young, disabled and counselling services are maintained and enhanced where required. I will help protect the green wedge from developers and as a true local I share your frustration with high density living and therefore I will oppose all inappropriate development. In this Council election please vote 1 for Anthony Davis and vote 2 for David Eden to help ensure progressive candidates are elected to Council to represent you. Thank member all boxes according to your preference to ensure your vote is counted. Thank you.

1



**OXLEY, Victoria**

Who am I? Good question you deserve to know! I am Victoria and I live in Edithvale, work as a mental health nurse and have three children (raised them as a single mother), and I am not a member of any political party. I have lived in Kingston for over 25 years and have grown to love the place we all call home. I would be humbled to represent you and bring a fresh approach to local government. Whilst I can't say I have been around for 50+ years as a Councillor or am a "big wig" political type, I can say I'm a genuine local who will give any role I take on 111% of my energy, effort and passion. My children live locally, and I hope will have grandchildren (soon), so I want to ensure Kingston is a great place to live not only now but well into the future. I'd love to hear from you, as I simply cannot list all the priorities I have heard from our community here, however, some of my key priorities are: Ensuring that local volunteers are supported in their incredible work, reducing the cost of living we face (we need council to lower rates now), enhancing our lovely beaches, paths and cycling tracks and developing a strong local market and entertainment focus, providing locals with more options to enjoy. We can do better when it comes to 'planning' like ensuring new developments don't overshadow people, and that there's enough parking provided. I'll be fighting to ensure we enhance our infrastructure with more public toilets, more parking and enhancements for shopping strips like Aspendale Gardens and Edithvale shops as well as enhanced community and sporting club facilities. I'd love your support and would ask you consider supporting another great local, David Eden.

2



**EDEN, David**

I love our local community, and all that it has to offer. It's been an amazing honour to serve and work alongside our community to make a positive difference for our area. We've been able to secure more open space locally, enhance playgrounds, support the development of family & children nucs, increase our tree plantings, refurbish community facilities and scout halls in need of disability and access improvements, supported local sporting clubs, including more netball courts locally to enhance female participation. This year's budget will see a rate decrease whilst preserving our planned improvements locally: drainage, building upgrades, and service delivery. As a community, we deserve hard-working and focused Councillors who will increase the value for money we all deserve from our rates! We've got local footpaths, shopping strips and walking trails to beautify and enhance, along with upgrades to disability access for community buildings! We need better support for local business including youth skills development and enhanced local employment opportunities, through Council using local suppliers to support our local community. Success starts with our community - no matter the issue I am here to work for you, whether that be fighting for residents against inappropriate development through to supporting local festivals, markets and enhanced local facilities (including a new local aquatic center) I will be there to deliver for you. I listen to you, I learn from you, I will deliver for you and I am ready to continue working for you. If I am fortunate to be re-elected, I will donate the first \$3000 of my Councillor allowance will be donated back to community groups. Vote 1 David Eden for a representative who will deliver for you. Other candidates I believe can work for you are Anthony Davis & Victoria Oxley. Feel free to contact me: [devotforkingston@outlook.com](mailto:devotforkingston@outlook.com) | 0422478982

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Kingston City Council

<p><small>NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p>  <p><b>PRIESTLEY, Andrew</b></p> <p>Our local community has been incredibly good to me. You have helped make life for my family and I so wonderful. And now, I want to give back. That's why I'm running for Council. I'm a stay-at-home dad, I previously worked as a journalist and have expertise in government policy and communications. I'm now a part-time swim instructor and worked at Don Tainell Leisure Centre. I grew up locally and live in Kingston with my wife who works in the military and my two beautiful daughters. I have immense respect for those who serve our community and I look forward to working together for the benefit of our community. "He's the kind of person who goes above and beyond. Andrew is exactly the leader you want representing you on Council." - Tamsin Beasley, Councillor and former Mayor of City of Kingston. "Andrew Priestley will make an outstanding councillor to represent you, the residents and ratepayers of Sandpiper Ward. I wholeheartedly endorse Andrew and urge you to support him with your number 1 vote." - Lesley McGaugan, former Mayor of City of Kingston. "I have been impressed with Andrew's willingness to listen and understand the issues that affect Sandpiper Ward and the City of Kingston. I am confident Andrew will make a great contribution." - John Zecola. You have told me you've had enough of high school politics and empire building on Council. You deserve a councillor who is focused on the needs of our community, who listens and finds solutions. I will protect our natural environment, improve vital services and infrastructure, and engage with local business to rebuild and strengthen our local economy as we recover from COVID. I will respond to every phone call and email to make Council work better for you. Feel free to get in touch on 0491 675 395 or andrewforkingston@gmail.com</p> <p>4</p>	<p><small>NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p>  <p><b>FOUNTAIN, Graham</b></p> <p>It has been an honour to serve the communities of Edithvale, Aspendale Gardens and Chelsea Heights as the Captain of Edithvale CFA and I am now asking for your support to be your representative on Council. As an expert in crisis management, having spent a lifetime protecting the community as a CFA career and volunteer firefighter, extensive CEO and governance experience, and as a practising lawyer, I look forward to representing you in a unified council that is truly engaged with its community and committed to delivering better services and facilities. As we emerge from COVID, Kingston needs Councillors with real life and trustee leadership experience to re-establish lifestyle and economic success for every individual and business. My focus is on enhancing community safety, particularly on our foreshores and shopping precincts, supporting our elderly, children and people with special needs, better use of outdoor space and access to improved facilities, a rigorous review of future infrastructure requirements for a changing population, and importantly a focus on what council is there for and not on pet projects or using council as a family dynasty or political platform. I have lived in Kingston all my life and connect with the community on a daily basis. Through my community networks I hear what the community wants and will ensure your voice is heard. I am totally independent with no political party affiliation or funding support. I have successfully spanned the political divide and negotiated with both major parties to secure funding commitments for the new Edithvale fire station and redevelopment of Regents Park. We need more funding to support you and deliver real change. My strategic mindset, change management, governance, legal and commercial experience, as well as negotiation skills will deliver for you, for Sandpiper and for all of Kingston. I look forward to your support to make a difference for us all.</p> <p>5</p>	<p><small>NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p>  <p><b>WOODCOCK, Janet</b></p> <p>I'm not a mind reader, that's why I will always listen to you. My friends say I'm a good listener, with a warm heart, backed up with life experience and expertise. I'm experienced at handling pretty much anything because I'm a mother of an almost 17-year-old. My husband says if you want someone backing you up, it's Janet! I've made my career in customer service and finance, the perfect combination for a councillor. I'm a massive dog lover, I support openness and transparency, protection of leafy open spaces, cafes and local businesses. They will need help to reopen. I support welcoming community services and vibrant sporting clubs. I oppose inappropriate development and family stackathons. Importantly, I'm not related to anyone else running for council - partner, mother-in-law, whomever. You wouldn't believe what's happening in this ward! Seriously, let's restore independence and balance to our council. I can work with both sides of politics. I love my local footy (Go Wiltures!). I'm a keen rollerskater and an aspirational parkrunner - although I need to walk a bit more before I attempt running it! My mobile number is 0434 958 663, I'll be your local councillor. Vote 1 Janet Woodcock and 2 Andrew Priestley because he's a bit of a local legend. Make sure you number all the boxes. Let's catch up over coffee or wine - its been a long 2020 - when lockdown is done.</p> <p>6</p>
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Kingston City Council

Appendix 7.2.10: Candidate statement leaflet for Wattle Ward election

**Don't Risk a Fine**

**VOTING CLOSSES 6.00 PM**  
**Friday 23 October 2020**

Your ballot paper is attached to this leaflet.  
Complete and return as soon as possible.  
See the ballot paper envelope for voting instructions.


**VOTING IN THIS ELECTION IS BY POST ONLY**

Your completed ballot material must be posted or in the hands of the Election Manager on or before **6.00 pm on Friday 23 October 2020**.  
Local mail clearance times may vary. Ballot material must be mailed before final clearance times in the last week of voting. Late votes cannot be included in the count. Alternatively, you may hand-deliver your envelope during business hours to:  
Building 25  
121 Rayher Street  
Clayton South

**CANDIDATE QUESTIONNAIRES**  
Completed candidate questionnaires are available at [vec.vic.gov.au](http://vec.vic.gov.au) or alternatively from the Election Manager.

**COMPULSORY VOTING PROVISIONS APPLY**  
You have received this ballot pack because you are enrolled for this election. Voting is compulsory if you were on the Victorian State electoral roll for this council on Friday 28 August 2020.  
Further information on voting entitlements can be found at [vec.vic.gov.au](http://vec.vic.gov.au)

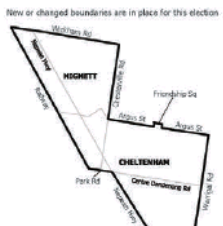
You may receive an Apparent Failure to Vote Notice if you complete and return your ballot material after the close of voting.



**2020 Council Election**

**VOTING CLOSSES 6.00 PM**  
**Friday 23 October 2020**

New or changed boundaries are in place for this election




**Wattle Ward**

**THIS IS A POSTAL ELECTION ONLY.**

**Voting is compulsory for residents.**

For further information visit [vec.vic.gov.au](http://vec.vic.gov.au) or phone (03) 8619 1435 during business hours.



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**EDEN, Pamela**

I love Kingston! I am a mother, project manager, pet owner and I live and work in Kingston. I value being part of a community that has so many diverse community groups, facilities, sporting grounds and open spaces, for us all to enjoy. I believe in: supporting local jobs and businesses (improving shopping centre streetscapes), advocating for children and families (building the Highett Hub), enhancing and expanding our natural green spaces (Highett Gasworks), protecting our beaches and waterways, developing effective transport solutions, stopping inappropriate development and strengthening community connections for all. My goal is to develop effective and creative solutions around these policies in a collaborative, financially responsible, well governed, and transparent manner. I value family, friendship, hard work, community, equality, social justice, sustainability, love for nature, and a fair go for everyone. I am not endorsed by any political party and have fully funded my own campaign from personal savings. I have not taken money, sponsorship or services from anyone. When voting for me, know that I will be answerable to only you, my fellow residents. I am committed to offering you and your family the positive, respectful, and accountable representation that you deserve. I will listen to you, evaluate the options and deliver to you the services that we and future generations need, to not only survive, but also thrive. I am committed to protecting and enhancing our assets, not selling them off or closing them down, and to rate reductions not rate increases. As so many people and groups are doing it tough, I believe giving back is very important; I will give to local groups the first \$3,000.00 of my Councilor allowance. For a more responsive and vibrant Kingston, Vote 1 Pamela Eden. Another good candidate is Jenna Davey-Burns. Contact me on 0490 759 505, [pam@wattleward.vic.gov.au](mailto:pam@wattleward.vic.gov.au) or <https://www.facebook.com/pamelaedenforKingston>

1

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**RELLA, Cindy**

As a proud Cheltenham resident and owner of Pelles Strength and Wellness Hub, I am immersed in my local community. I am a member of the Kingston City Councils Housing Strategy committee and stood up for locals, making sure that Council knew exactly what the community expected. I have had the privilege of representing Australia as a world-class athlete in three sports winning multiple world championships. This helped shape my passion for the health and wellbeing of our entire community. Everyone benefits from enjoying good physical and mental health more so than our aging residents and those currently working within the many NDIS programs. I will always fight for Cheltenham and Highett to receive their fair share through the provision of greater opportunities for residents to enjoy our local amenities, including upgraded sporting and community facilities, walking tracks and dog parks. Demanding appropriate development that respects the rights of current residents, transport networks that are welcoming and coordinated and an appropriate supply of public parking. Supporting small business needing to rebuild and recover from COVID19, and ensuring everybody has access to enhanced mental health support. All this can be done without increasing rates for at least the next two years. The Council must prioritise its spending accordingly. As a twice nominated Kingstons Woman of the Year recipient, I am passionate about connecting to and consulting with our community and I'm not afraid to stand up for what's important. I committed to building an inclusive community, helping people on the journey to better health and wellbeing. My vision is for a capable, connected, and thriving community that people want to visit and live. Vote 1 Cindy Rella, 2 Heath Wilson then other candidates in the order of your choice, numbering every box. 0417547977

2

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**DAVEY-BURNS, Jenna**

Highett and Cheltenham have always been the poor cousins of Kingston. This must stop. Kingston Council closed the much loved Highett kindergarten and are now threatening to close our library. Highett must have a local library and kindergarten! I will start by making sure a new kindergarten and library stay in Highett. The needs of our families and children matter to me. As a parent to two foster children, I know how hard it's been and how much our community spaces matter. We have had record high-rise development in the last 10 years, making the need for green open spaces for families to catch up and relax increasingly important. The pressure on community facilities is also building. Investment in sporting facilities, libraries, youth clubs, seniors clubs and early childhood is vital. Highett and Cheltenham shops and local strips like Follett Road need upgrading with extra pedestrian crossings, safety lighting, artwork and seating. Investment and support for our small businesses and shopping precincts will help our community get back on our feet and provide much needed local jobs. We need to strengthen positive mental health and increase support for families who have been struggling. My work in the Multicultural Commissioners grants program, family violence sector and project management on Black Saturday Bushfire recovery has given me crucial skills to achieve better wellbeing outcomes. The time for an absent Councilor is over. You need an active, visible and hard-working Councilor who will listen, advocate and most importantly, deliver for our community. We are a community of resilient, hardworking and creative people. My promise to you, if elected, is that I will work hard and be your passionate voice for what we need. I will deliver real results for you, your family and children. I know Pam Eden will do the same.

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## Kingston City Council

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**WILSON, Heath**

Wilson 4 Wattle Vote 1 Wilson. I am totally focused on representing Highett and Cheltenham residents in a back to basics fashion that concentrates on delivering a vibrant, thriving, caring and inclusive community. A Technology Marketing professional. I'm a Cheltenham local with modern values. I play community sport, volunteer with environmental groups including Beach Patrol and the Kingston foreshore planting programs, I am committed to community service. How do I know that Cheltenham and Highett residents deserve more responsive and committed representation on Council? You told me! Some of my most immediate goals: Highett - masterplan to rejuvenate the shopping strip, CCTV to improve resident security and reduce anti-social behaviour, transform the Highett Library and carpark into a Community Hub, advocate for the removal of the two-level crossings with rail under road, Cheltenham - Cheltenham Shops - improve street-scoping and increase carparking, tackling traffic congestion with improved on-street parking, Southland parking identify solution for residents of impacted streets, upgrade local parks and community centres such as on Follett Rd. Environment - establish a Kingston Recycling Centre that's accessible to all, majority of Highett Gas Works to be reserved for community open space, enhanced sports facilities for active residents, establish an effective weed eradication program, increased planting of suitable trees in parks and streets, introduce dog waste bags and expand space for leash-free dog areas. Bring the City of Kingston back to basics. Zero rate rises for two years to help small business and residents get back on their feet after a challenging 2020. Only a Councilor who lives locally, not 15 kms away, will understand local needs. How to vote: 1 Wilson, Heath; 2 Reia, Cindy. Please ensure you number all remaining boxes. Please contact me if you have any questions via 0490770712, wilson4wattle@gmail.com or Facebook + Instagram: @wilson4wattle

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**CHOWDHURY, Rez**

Older people do not stop contributing to their communities. I, Rez Chowdhury 69yrs old like to prove it. My vision is to make a diverse, dynamic community where the Youth & Elders share as well as make a sustainable, safe, attractive environment and a thriving economy. I want to utilise what I have learnt from my experiences to help teach the younger generation how to help Seniors. Objectives: To Promote quality of life and independence of older people through the ongoing development of community infrastructure and outdoor spaces that are inclusive, safe and accessible. To Provide leadership and advocacy in identifying housing initiatives which reflect the needs of an aging population. To Maintain awareness of and respond to transport related issues impacting older people in Kingston. To Develop more facility in Home Care. To Promote community awareness on food programmes. Consult and work with local businesses to understand and promote mature age worker employment and advocate to remove barriers to employment for older people. To Creating job for young people. To Assist local small business to recover through Pandemic. To Promote awareness and Education about Coronavirus. To play an active role in the provision and development of volunteering opportunities for Kingston residents. To promote the use and uptake of online and communication technology by older people. Work Experience: More than 20yrs in various Management Job in Australia and Overseas. Verbal and written communication in five languages serving visas, Human Services, Vis-Language-Loop, On call interpreters and Translators. I also have experience in working for Rohingya Refugee, Multicultural Community. In Victoria I have worked with Hospital-AirMed, Meraah, Dental and Children, Magistrate Court, County Court, High Court, Disabilities Insurance Company, Telephone interpreting all over Australia and Overseas. How to reach me: PH 0402 827 802 E:emailrez54@gmail.com 63 Herald street, Cheltenham, Vic.3192

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Kingston City Council

Appendix 7.2.11: Candidate statement leaflet for Yammerbook Ward election

**Don't Risk a Fine**

**VOTING CLOSSES 6.00 PM**  
**Friday 23 October 2020**

Your ballot paper is attached to this leaflet.  
Complete and return as soon as possible.  
See the ballot paper envelope for voting instructions.

**VOTING IN THIS ELECTION IS BY POST ONLY**

Your completed ballot material must be posted or in the hands of the Election Manager on or before **6.00 pm on Friday 23 October 2020.**

Local mail clearance times may vary. Ballot material must be mailed before final clearance times in the last week of voting. Late votes cannot be included in the count. Alternatively, you may hand-deliver your envelope during business hours to:

Building 25  
121 Rayher Street  
Clayton South

**CANDIDATE QUESTIONNAIRES**


Completed candidate questionnaires are available at [vec.vic.gov.au](http://vec.vic.gov.au) or alternatively from the Election Manager.

**COMPULSORY VOTING PROVISIONS APPLY**

You have received this ballot pack because you are enrolled for this election. Voting is compulsory if you were on the Victorian State electoral roll for this council on Friday 26 August 2020.

Further information on voting entitlements can be found at [vec.vic.gov.au](http://vec.vic.gov.au)


You may receive an Apparent Failure to Vote Notice if you complete and return your ballot material after the close of voting.



**2020 Council Election**

**VOTING CLOSSES 6.00 PM**  
**Friday 23 October 2020**

New or changed boundaries are in place for this election




**Yammerbook Ward**

**THIS IS A POSTAL ELECTION ONLY.**

**Voting is compulsory for residents.**

For further information visit [vec.vic.gov.au](http://vec.vic.gov.au) or phone (03) 8619 1435 during business hours.

 Victorian Electoral Commission

Printed on 100% Australian made recycled stock

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**CARTER, Sharon**

I have lived within the Kingston Council area most of my life, including attending public primary and secondary schooling. My children have grown up in the area and also attended local public kindergartens, primary and secondary schools. Having a child with auditory processing disorder and heightened general anxiety I have worked hand in hand with primary and secondary school teachers to ensure he doesn't get left behind. Not being physically disabled or qualifying for additional classroom support I have had varying degrees of understanding and support from teachers over the years. This journey with my own child ignited my passion regarding learning and education support within the kindergarten and school environments and also within sporting clubs. COVID-19 with our children being educated remotely for a great part of 2020 has impacted teachers, parents and students alike. The negative impact on many peoples mental health has been tremendous. We need to put a strong focus on our community members mental wellbeing believe a healthy and productive community facing a COVID-19 normal future will need resilient mentally capable community members. Its heartbreaking to see so many small local businesses temporarily and permanently closed during the pandemic and its going to be a tough road to economic recovery the council will need to play a vital active role in supporting local businesses, clubs and community members. A vote for me will be an active member on council towards this community support.

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**TAYLOR, Julian**

Hi! With a passion for service and a commitment to advancing our community, I am seeking your vote! Aspendale Gardens has been home for all 20 years of my life, and I am fortunate to have been raised around our thriving community. As a former student of St. Louis de Montforts Primary School and St. Bedes College, I have had multiple leadership opportunities to contribute to the well-being of my peers, and the wider community. Being your representative on the Kingston Council will enable me to further pursue this passion for service, and address the issues that matter most to you. The absolute priority of Council should be listening to its residents for guidance on decisions and policies. As a first-time candidate, I am open minded and willing to learn. This means I rely on advice from every resident and will prioritise crucial outcomes. Effective Councils require strong economic leadership. As an Economics student at the University of Melbourne, I will champion budgetary responsibility and financially efficient outcomes. Such improvements shall create the capacity to address other constituency preferences, such as supporting the most vulnerable members of our community. I am an advocate for mental health, and will strive to make existing services more approachable, and establish educational initiatives. Also, as a former Aspendale Stingray, and an avid explorer of our locality with my dog Thor, I wish to see the amenities in our city well maintained and upgraded. Adding higher utility to public spaces and pursuing a heightened aesthetic, reinforces pride and identity in our community. At the end of the day Im just Jules, and I promise to do right by you. Vote 1 Julian Taylor, and I also recommend Tamsin Bearsley. Please reach out on 0423-610-188 or via Facebook with any questions, or just for a chat!

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**BEARSLEY, Tamsin**

I love Kingston! I listen, fix issues and implement smart ideas. I'm a mother of two, wife, teacher and identical twin. It's been my privilege to serve as your councillor for the last eight years. I sort out issues that no-one else will, they all seem to find their way to me and I love to solve them. Our new single-councillor wards mean you have one person to count on. I'm thrilled to represent the suburbs that I deeply love: Aspendale, Aspendale Gardens, Waterways and Braeside. Tamsin Frightetto from Aspendale Gardens said "I am impressed by Tamsin because what you see is what you get and what I mean by that is that she is sincere, honest, hardworking and fully understands her role is to represent the residents". David from Waterways said "Your support and encouragement with each and every concern I have raised over the years has been great. Your involvement in and your support of the local community is much appreciated". For a vibrant and active city, let's make Kingston an exciting foodie's capital, welcome innovation, support a bold Arts program, create new dog parks, cycle trails, adventure parks, and improve sports facilities and playgrounds. I will be the go-to person for getting small businesses out of COVID. No rate rise for two years and reduce rest tape. Recently, we built new lifesaving clubs, planted over ten thousand trees, started new local sporting facilities, created a junior council and rolled out significant drainage projects. I continue to protect Braeside Park, our jewel in Kingston's crown! There's more to do, I accept no donations but I love your feedback. Vote One Tamsin Bearsley, Vote Two Julian Taylor, (he's a rising community star) and number all the other boxes. Contact me at 0430 170 210, website: [tamsinbearsley.org](http://tamsinbearsley.org), [Tamsin4Kingston@gmail.com](mailto:Tamsin4Kingston@gmail.com)

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Kingston City Council

<p><small>NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p>  <p><b>CLARKE, Cameron</b></p> <p>Do you believe in ethical government? So do I. I have no hidden agenda, I am not beholden to party dogma, I will not be making politically expedient or self-serving decisions. As a councillor I will be guided by one criterion: what is the ethical thing to do? I will make transparent, consultative, merit-based decisions that serve Kingston as a whole, because an ethical and equitable approach to council will ensure the entire community thrives. Inevitably, the effects of Covid 19 will place pressure on council to cut back on services. I will resist any moves that adversely affect Kingstons most vulnerable communities. I have been a children's TV screenwriter for thirty years, I have been an educator at RMIT University for nearly as long, I have been a volunteer, and run small businesses and consultancies and I'll have learned one thing, it is that most people want to do the right thing. And they want to see the right thing being done. I have a wife and two beautiful children, one of whom has a profound disability, so I know the value of equity. If you believe in equity too and you want an ethical voice on council, please vote for Cameron Clarke.</p> <p>4</p>	<p><small>NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p>  <p><b>VAN, Jillian</b></p> <p>My vision for the City of Kingston is to have an inclusive, open environment where diversity is welcomed and valued as much as the natural heritage of the green wedge, internationally acclaimed wetlands and spectacular beaches, governed by representative and transparent decision-making and accountable reporting giving all a safe, clean and healthy place to live. My family moved to Aspendale in the 1930's, both sets of grandparents raised my mum &amp; dad here. I have lived in Aspendale now for 21 years, but I have never really moved away; I know Aspendale, I am passionate about Aspendale. As a truly independent candidate, I can declare that I have never been a member of any political party. I look always to do what is right according to the values I have learned from family and school. I believe that all citizens need to have clean air and water, safe and permanent shelter, together with basic health care and a job; this is the minimum requirement for all humans to lead a fulfilling life. I promise to Act with integrity at all times and engage and consult with the community and welcome, and truly listen to, their input and concerns. I will work to protect our neighbourhood character by making a stand against inappropriate development and to preserve, protect and enhance our heritage, parks &amp; green spaces, I believe in better roads and roadside management: nature-strips, footpaths, bike paths &amp; parking and improved garbage &amp; recycling solutions leading to zero waste, including plastic free Hammerbook and zero net greenhouse gas emissions by 2030. I believe in solutions that suit &amp; benefit the community, as a whole, rather than commercial or political interests. Vote 1 Jillian Van then number all boxes to validate your vote.</p> <p>5</p>	<p><small>NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p>  <p><b>WILLIAMS, Damien</b></p> <p>The choice at this election is a simple one: you can vote smart or vote for more of the same. A smart vote will protect Rossdale from being handed over to developers. A smart vote will make Kingston a renewable city, to create decent jobs and lower power prices. A smart vote will invest more in early childhood education, to make sure that the youngest people in our community get the best start to life. A smart vote says that the \$65 million a year we lose to pokies in Kingston is better kept here, to spend on local businesses and shopping strips. Voting for more of the same won't do any of those things for you. 84 per cent of Australians want their elected leaders to do more to address climate change. In January, the sitting councillor voted against a climate declaration for Kingston, even after the devastation of the summer's fires. It's time to get smart and make a change for the better. We have a lot to gain by going renewable and a lot to lose if we don't start to prepare for extreme weather, especially heatwave and flood. Voting for more of the same will continue to leave our community exposed, especially in the low-lying streets of Aspendale, Aspendale Gardens and Waterways. The good news is that if we get smart this year and vote for an independent candidate like me who is committed to local climate solutions, then you can focus on the things most precious to you. Voting for more of the same leaves you unnecessarily exposed to the effects of extreme weather and the loss of open space and the green wedge. At this election, make yours a smart choice. Vote 1 Dr Damien Williams and let's get some brains back on council.</p> <p>6</p>
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Kingston City Council

## Appendix 8: Daily breakdown of the general mail-out

Kingston City Council election			
6 October 2020	7 October 2020	8 October 2020	Total
40,383	40,383	38,010	118,776

Banksia Ward election			
6 October 2020	7 October 2020	8 October 2020	Total
3,744	3,744	3,525	11,013

Bunjil Ward election			
6 October 2020	7 October 2020	8 October 2020	Total
3,856	3,856	3,629	11,341

Caruana Ward election			
6 October 2020	7 October 2020	8 October 2020	Total
3,713	3,713	3,496	10,922

Chicquita Ward election			
6 October 2020	7 October 2020	8 October 2020	Total
3,633	3,633	3,420	10,686

Como Ward election			
6 October 2020	7 October 2020	8 October 2020	Total
3,904	3,904	3,674	11,482

Karkarook Ward election			
6 October 2020	7 October 2020	8 October 2020	Total
3,848	3,848	3,623	11,319

Longbeach Ward election			
6 October 2020	7 October 2020	8 October 2020	Total
3,487	3,487	3,282	10,256

## Kingston City Council

**Melaleuca Ward election**

<b>6 October 2020</b>	<b>7 October 2020</b>	<b>8 October 2020</b>	<b>Total</b>
3,791	3,791	3,567	11,149

**Sandpiper Ward election**

<b>6 October 2020</b>	<b>7 October 2020</b>	<b>8 October 2020</b>	<b>Total</b>
3,484	3,484	3,278	10,246

**Wattle Ward election**

<b>6 October 2020</b>	<b>7 October 2020</b>	<b>8 October 2020</b>	<b>Total</b>
3,354	3,354	3,157	9,865

**Yammerbook Ward election**

<b>6 October 2020</b>	<b>7 October 2020</b>	<b>8 October 2020</b>	<b>Total</b>
3,569	3,569	3,359	10,497

Kingston City Council

## Appendix 9: Result information

### Kingston City Council election

Banksia Ward Count summary		
<b>Enrolment:</b>	11,013	
<b>Formal votes:</b>	8,782	
<b>Informal votes:</b>	278 (3.07% of the total votes)	
<b>Voter turnout:</b>	9,060 (82.27% of the total enrolment)	
Candidates (in ballot paper order)	First preference votes	Percentage
TILLEY, Pat	1,084	12.34%
SHEWAN, Trevor	1,131	12.88%
ELLIS, Lisa	654	7.45%
HAMILTON, Alex	634	7.22%
HERRIDGE, Greg	1,071	12.20%
CUNNINGHAM, Alex	441	5.02%
HOWE, Cameron	3,767	42.89%
Successful candidate		
HOWE, Cameron		

Bunjil Ward Count summary		
<b>Enrolment:</b>	11,342	
<b>Formal votes:</b>	9,201	
<b>Informal votes:</b>	197 (2.10% of the total votes)	
<b>Voter turnout:</b>	9,398 (82.86% of the total enrolment)	
Candidates (in ballot paper order)	First preference votes	Percentage
GIAMPA, Luisa	748	8.13%
TILSLEY, Sarah	1,488	16.17%
SUN, Jacky	1,483	16.12%
STAIKOS, Steve	5,482	59.58%
Successful candidate		
STAIKOS, Steve		

## Kingston City Council

**Caruana Ward Count summary****Enrolment:** 10,923**Formal votes:** 9,373**Informal votes:** 252 (2.62% of the total votes)**Voter turnout:** 9,625 (88.12% of the total enrolment)

Candidates (in ballot paper order)	First preference votes	Percentage
SMITH, Jordan	1,050	11.20%
SPITZER, Nick	1,107	11.81%
LOWTHER, Scott	1,277	13.62%
PEULICH, Sav	1,377	14.69%
BARTH, Tamara	862	9.20%
HAMILTON, Grace	673	7.18%
HUA, George	2,395	25.55%
CARTY, Mike	632	6.74%

**Successful candidate**

HUA, George

**Chicquita Ward Count summary****Enrolment:** 10,686**Formal votes:** 8,935**Informal votes:** 266 (2.89% of the total votes)**Voter turnout:** 9,201 (86.10% of the total enrolment)

Candidates (in ballot paper order)	First preference votes	Percentage
WEST, Rosemary	2,421	27.10%
RIANT, Kevin R.	972	10.88%
BUTLER, Jack	702	7.86%
DAVIES, Tracey	2,873	32.15%
DAVIES, Hayden	856	9.58%
MENZIES, Steven R.	538	6.02%
BALDOCK, Ian	573	6.41%

**Successful candidate**

DAVIES, Tracey

## Kingston City Council

<b>Como Ward Count summary</b>		
<b>Enrolment:</b>	11,482	
<b>Formal votes:</b>	9,481	
<b>Informal votes:</b>	192 (1.98% of the total votes)	
<b>Voter turnout:</b>	9,673 (84.24% of the total enrolment)	
<b>Candidates (in ballot paper order)</b>	<b>First preference votes</b>	<b>Percentage</b>
NOLAN, Robyn	2,250	23.73%
CAREY, James M.	1,015	10.71%
HILL, Chris	2,861	30.18%
SERPELL, Jonathan	1,384	14.60%
VAN DEN DUNGEN, Alison	1,971	20.79%
<b>Successful candidate</b>		
HILL, Chris		

## Kingston City Council

**Karkarook Ward Count summary****Enrolment:** 11,320**Formal votes:** 8,943**Informal votes:** 468 (4.97% of the total votes)**Voter turnout:** 9,411 (83.14% of the total enrolment)

Candidates (in ballot paper order)	First preference votes	Percentage
GAPSYS, Tadas	782	8.74%
BOTTI, Michael Angelo	423	4.73%
SAAB, Hadi	1,832	20.49%
MEISELBACH, Bonnie	858	9.59%
BEVINAKOPPA, Gandhi	618	6.91%
CAMPBELL, Martin	909	10.16%
XU, Chelsea	246	2.75%
SURENDER, Suren	470	5.26%
DODIC, Mario	330	3.69%
ANTHONY, Silvana	916	10.24%
PROFYRIS, Michael	682	7.63%
RISELEY, Dallas	877	9.81%

**Successful candidate**

SAAB, Hadi

## Kingston City Council

**Longbeach Ward Count summary****Enrolment:** 10,256**Formal votes:** 8,313**Informal votes:** 267 (3.11% of the total votes)**Voter turnout:** 8,580 (83.66% of the total enrolment)

Candidates (in ballot paper order)	First preference votes	Percentage
OXLEY, Georgina	3,808	45.81%
HALSALL, Robert	613	7.37%
AGIRTAN, Jane	1,951	23.47%
CURRIE, Bronwyn	565	6.80%
LEVINA, Dina	523	6.29%
WALKER, David	455	5.47%
CHAMBERLAIN, Keith	398	4.79%

**Successful candidates**

OXLEY, Georgina

**Melaleuca Ward Count summary****Enrolment:** 11,149**Formal votes:** 9,267**Informal votes:** 200 (2.11% of the total votes)**Voter turnout:** 9,467 (84.91% of the total enrolment)

Candidates (in ballot paper order)	First preference votes	Percentage
COCHRANE, Tim	1,987	21.44%
FITZGERALD, Vikki	1,061	11.45%
STYLES, Dylan	1,640	17.70%
GLEDHILL, Geoff	2,436	26.29%
BAKER, Nola	618	6.67%
FIRTH, Natalie	1,525	16.46%

**Successful candidate**

COCHRANE, Tim



## Kingston City Council

**Sandpiper Ward Count summary****Enrolment:** 10,246**Formal votes:** 8,573**Informal votes:** 227 (2.58% of the total votes)**Voter turnout:** 8,800 (85.89% of the total enrolment)

Candidates (in ballot paper order)	First preference votes	Percentage
DAVIS, Anthony	1,433	16.72%
OXLEY, Victoria	1,209	14.10%
EDEN, David	1,917	22.36%
PRIESTLEY, Andrew	1,425	16.62%
FOUNTAIN, Graham	1,854	21.63%
WOODCOCK, Janet	735	8.57%

**Successful candidates**

EDEN, David

**Wattle Ward Count summary****Enrolment:** 9,865**Formal votes:** 8,034**Informal votes:** 209 (2.54% of the total votes)**Voter turnout:** 8,243 (83.56% of the total enrolment)

Candidates (in ballot paper order)	First preference votes	Percentage
EDEN, Pamela	1,835	22.84%
RELLA, Cindy	1,125	14.00%
DAVEY-BURNS, Jenna	2,392	29.77%
WILSON, Heath	2,211	27.52%
CHOWDHURY, Rez	471	5.86%

**Successful candidate**

DAVEY-BURNS, Jenna

## Kingston City Council

**Yammerbook Ward Count summary****Enrolment:** 10,497**Formal votes:** 8,971**Informal votes:** 211 (2.30% of the total votes)**Voter turnout:** 9,182 (87.47% of the total enrolment)

Candidates (in ballot paper order)	First preference votes	Percentage
CARTER, Sharon	919	10.24%
TAYLOR, Julian	1,356	15.12%
BEARSLEY, Tamsin	4,328	48.24%
CLARKE, Cameron	602	6.71%
VAN, Jillian	566	6.31%
WILLIAMS, Damien	1,200	13.38%

**Successful candidate**

BEARSLEY, Tamsin

## Kingston City Council

## Appendix 10: Election participation statistics

Note: Participation is measured by the number of marks on the roll as a percentage of total enrolment and can vary from turnout (total ballot papers counted as a percentage of total enrolment).

Kingston City Council election			
Enrolment category	Participation as a percentage of voters enrolled in each category for 2020 Kingston City Council general election	Comparator for 2016 Kingston City Council general election	Statewide postal election comparator for 2020 LG elections (excl. Melbourne City Council)
Voters enrolled through section 241 of the LG Act	88.91%	79.67%	86.27%
aged 18 to 69 years old on election day	88.66%	79.77%	85.48%
aged 70 years and over on election day	90.05%	79.16%	90.14%
Voters enrolled through sections 243 - 245 of the LG Act	63.07%	55.81%	60.96%
<b>Council total</b>	<b>87.13%</b>	<b>77.23%</b>	<b>84.12%</b>

Banksia Ward election		
Enrolment category	Participation as a percentage of voters enrolled in each category for 2020 Kingston City Council general election	Statewide postal election comparator for 2020 LG elections (excl. Melbourne City Council)
Voters enrolled through section 241 of the LG Act	86.25%	86.27%
aged 18 to 69 years old on election day	85.65%	85.48%
aged 70 years and over on election day	88.87%	90.14%
Voters enrolled through sections 243 - 245 of the LG Act	63.22%	60.96%
<b>Ward total</b>	<b>84.69%</b>	<b>84.12%</b>

## Kingston City Council

**Bunjil Ward election**

Enrolment category	Participation as a percentage of voters enrolled in each category for 2020 Kingston City Council general election	Statewide postal election comparator for 2020 LG elections (excl. Melbourne City Council)
Voters enrolled through section 241 of the LG Act	87.97%	86.27%
aged 18 to 69 years old on election day	87.56%	85.48%
aged 70 years and over on election day	89.47%	90.14%
Voters enrolled through sections 243 - 245 of the LG Act	62.81%	60.96%
<b>Ward total</b>	<b>85.63%</b>	<b>84.12%</b>

**Caruana Ward election**

Enrolment category	Participation as a percentage of voters enrolled in each category for 2020 Kingston City Council general election	Statewide postal election comparator for 2020 LG elections (excl. Melbourne City Council)
Voters enrolled through section 241 of the LG Act	91.77%	86.27%
aged 18 to 69 years old on election day	91.71%	85.48%
aged 70 years and over on election day	92.00%	90.14%
Voters enrolled through sections 243 - 245 of the LG Act	59.87%	60.96%
<b>Ward total</b>	<b>90.40%</b>	<b>84.12%</b>

## Kingston City Council

**Chicquita Ward election**

Enrolment category	Participation as a percentage of voters enrolled in each category for 2020 Kingston City Council general election	Statewide postal election comparator for 2020 LG elections (excl. Melbourne City Council)
Voters enrolled through section 241 of the LG Act	90.08%	86.27%
aged 18 to 69 years old on election day	89.84%	85.48%
aged 70 years and over on election day	91.23%	90.14%
Voters enrolled through sections 243 - 245 of the LG Act	60.07%	60.96%
<b>Ward total</b>	<b>88.56%</b>	<b>84.12%</b>

**Como Ward election**

Enrolment category	Participation as a percentage of voters enrolled in each category for 2020 Kingston City Council general election	Statewide postal election comparator for 2020 LG elections (excl. Melbourne City Council)
Voters enrolled through section 241 of the LG Act	88.53%	86.27%
aged 18 to 69 years old on election day	88.01%	85.48%
aged 70 years and over on election day	91.00%	90.14%
Voters enrolled through sections 243 - 245 of the LG Act	68.43%	60.96%
<b>Ward total</b>	<b>86.54%</b>	<b>84.12%</b>

## Kingston City Council

**Karkarook Ward election**

Enrolment category	Participation as a percentage of voters enrolled in each category for 2020 Kingston City Council general election	Statewide postal election comparator for 2020 LG elections (excl. Melbourne City Council)
Voters enrolled through section 241 of the LG Act	88.53%	86.27%
aged 18 to 69 years old on election day	88.32%	85.48%
aged 70 years and over on election day	89.40%	90.14%
Voters enrolled through sections 243 - 245 of the LG Act	60.37%	60.96%
<b>Ward total</b>	<b>85.42%</b>	<b>84.12%</b>

**Longbeach Ward election**

Enrolment category	Participation as a percentage of voters enrolled in each category for 2020 Kingston City Council general election	Statewide postal election comparator for 2020 LG elections (excl. Melbourne City Council)
Voters enrolled through section 241 of the LG Act	87.55%	86.27%
aged 18 to 69 years old on election day	87.50%	85.48%
aged 70 years and over on election day	87.81%	90.14%
Voters enrolled through sections 243 - 245 of the LG Act	62.37%	60.96%
<b>Ward total</b>	<b>85.91%</b>	<b>84.12%</b>

## Kingston City Council

**Melaleuca Ward election**

Enrolment category	Participation as a percentage of voters enrolled in each category for 2020 Kingston City Council general election	Statewide postal election comparator for 2020 LG elections (excl. Melbourne City Council)
Voters enrolled through section 241 of the LG Act	89.01%	86.27%
aged 18 to 69 years old on election day	88.74%	85.48%
aged 70 years and over on election day	90.50%	90.14%
Voters enrolled through sections 243 - 245 of the LG Act	60.17%	60.96%
<b>Ward total</b>	<b>87.14%</b>	<b>84.12%</b>

**Sandpiper Ward election**

Enrolment category	Participation as a percentage of voters enrolled in each category for 2020 Kingston City Council general election	Statewide postal election comparator for 2020 LG elections (excl. Melbourne City Council)
Voters enrolled through section 241 of the LG Act	89.59%	86.27%
aged 18 to 69 years old on election day	89.33%	85.48%
aged 70 years and over on election day	90.63%	90.14%
Voters enrolled through sections 243 - 245 of the LG Act	57.22%	60.96%
<b>Ward total</b>	<b>88.39%</b>	<b>84.12%</b>

## Kingston City Council

**Wattle Ward election**

Enrolment category	Participation as a percentage of voters enrolled in each category for 2020 Kingston City Council general election	Statewide postal election comparator for 2020 LG elections (excl. Melbourne City Council)
Voters enrolled through section 241 of the LG Act	87.36%	86.27%
aged 18 to 69 years old on election day	87.15%	85.48%
aged 70 years and over on election day	88.20%	90.14%
Voters enrolled through sections 243 - 245 of the LG Act	69.93%	60.96%
<b>Ward total</b>	<b>86.15%</b>	<b>84.12%</b>

**Yammerbook Ward election**

Enrolment category	Participation as a percentage of voters enrolled in each category for 2020 Kingston City Council general election	Statewide postal election comparator for 2020 LG elections (excl. Melbourne City Council)
Voters enrolled through section 241 of the LG Act	91.16%	86.27%
aged 18 to 69 years old on election day	91.12%	85.48%
aged 70 years and over on election day	91.44 %	90.14%
Voters enrolled through sections 243 - 245 of the LG Act	64.24%	60.96%
<b>Ward total</b>	<b>89.85%</b>	<b>84.12%</b>



Kingston City Council

## Appendix 11: Complaints

### Written complaints received by the VEC

Date	Nature of the complaint	Action taken by the VEC
3 August 2020	Simple Complaint - Advertising or Election Material (Early Campaigning)	Investigated. No response provided as anonymous submission
12 August 2020	Clarification of Process, Procedure or Legislation - Candidates and Parties (Candidates)	Response provided
20 August 2020	Allegation of potential breach of the law - External Agency as Regulator - Other / Multiple	Response provided
23 August 2020	General Question - Enrolment (Incorrect or not updated enrolment details)	Action taken and responded
28 August 2020	Simple Complaint - Other / Multiple (Multiple)	Action taken and responded
31 August 2020	Allegation of potential breach of the law - External Agency as Regulator - Advertising or Election Material (Authorisation)	Investigated. No response provided as anonymous submission
6 September 2020	Allegation of potential breach of the law - External Agency as Regulator - Candidates and Parties (Early Campaigning)	Referred to Victoria Police
6 September 2020	Allegation of potential breach of the law - External Agency as Regulator - Advertising or Election Material	Investigated. No response provided as anonymous submission
7 September 2020	Allegation of potential breach of the law - External Agency as Regulator - Candidates and Parties (Early Campaigning)	Referred to Victoria Police
7 September 2020	Allegation of potential breach of the law - External Agency as Regulator - Advertising or Election Material (Early Campaigning)	Response provided
8 September 2020	Simple Complaint - Candidates and Parties (Early Campaigning)	Investigated. No response provided as anonymous submission
12 September 2020	Allegation of potential breach of the law - External Agency as Regulator - Advertising or Election Material (Location of Signs)	Response provided
15 September 2020	Allegation of potential breach of the law - External Agency as Regulator - Advertising or Election Material (Authorisation)	Referred to LGI
19 September 2020	Complex Complaint - Candidates and Parties (Candidates)	Response provided
25 September 2020	Allegation of potential breach of the law - External Agency as Regulator - Advertising or Election Material (Misleading or Deceptive Information)	Referred to LGI
27 September 2020	Allegation of potential breach of the law - VEC as Regulator - Candidates and Parties (Candidates)	Action taken and responded
29 September 2020	Complex Complaint - Candidates and Parties (Candidate Statement or Questionnaire)	Response provided

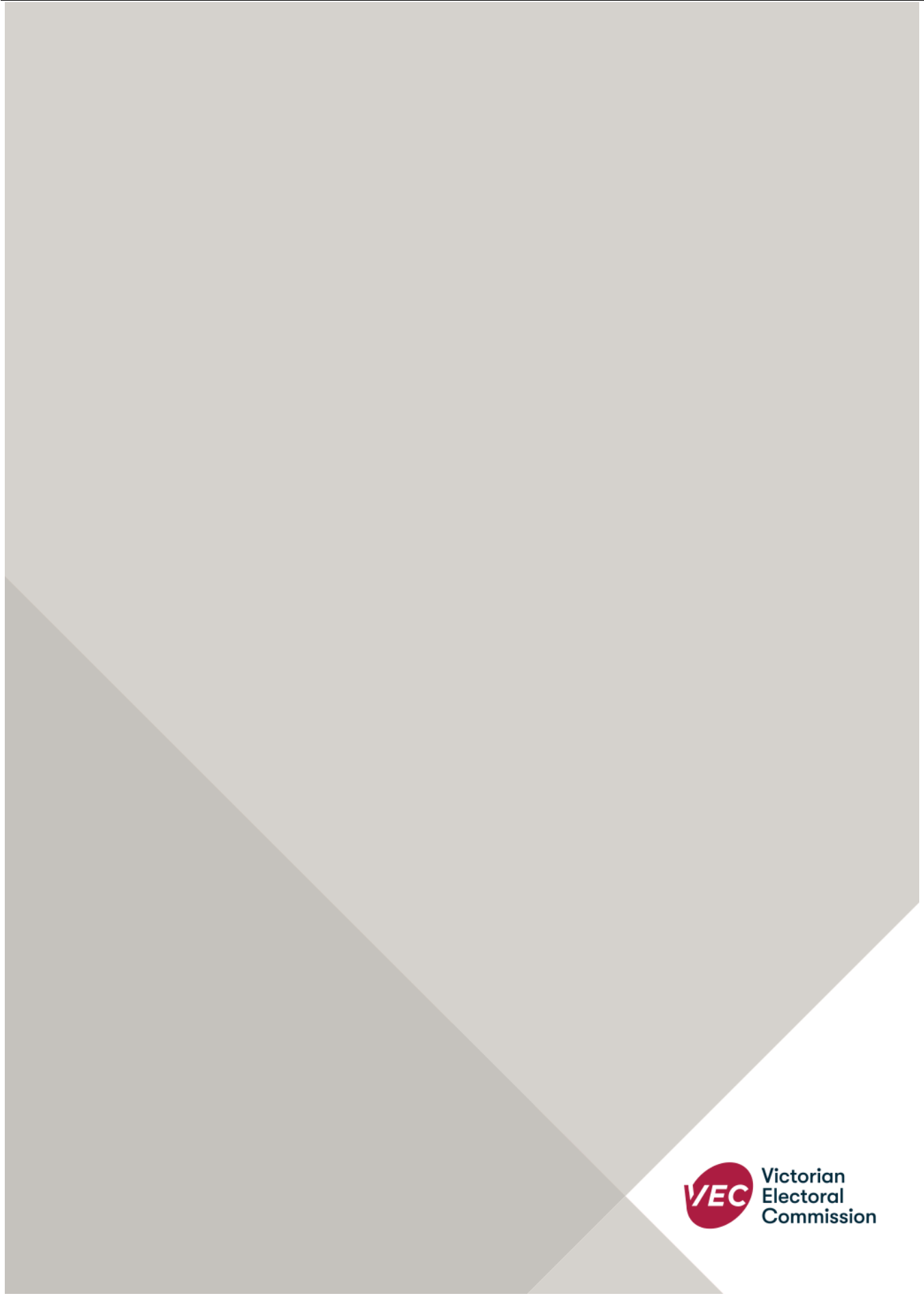
## Kingston City Council

30 September 2020	Clarification of Process, Procedure or Legislation - Candidates and Parties (Candidates)	Response provided
1 October 2020	Allegation of an Incident or safety concern - Candidates and Parties (Alleged intimidation, harassment or assault)	Response provided
7 October 2020	Allegation of potential breach of the law - External Agency as Regulator - Advertising or Election Material (Authorisation)	Referred to LGI
8 October 2020	Allegation of potential breach of the law - External Agency as Regulator - Candidates and Parties (Conduct of Candidate or Party)	Action taken and responded
9 October 2020	Allegation of potential breach of the law - VEC as Regulator - Candidates and Parties (Candidates)	Response provided
9 October 2020	Allegation of potential breach of the law - External Agency as Regulator - Advertising or Election Material (Authorisation)	Referred to LGI
9 October 2020	Allegation of potential breach of the law - External Agency as Regulator - Advertising or Election Material (False or Defamatory Information)	Referred to LGI
9 October 2020	Allegation of potential breach of the law - External Agency as Regulator - Advertising or Election Material (Authorisation)	Response provided
12 October 2020	Complex Complaint - Candidates and Parties (Conduct of Candidate or Party)	Action taken and responded
12 October 2020	Criticism - VEC Administration (Voter Alert)	Action taken and responded
13 October 2020	Allegation of potential breach of the law - External Agency as Regulator - Advertising or Election Material (Location of Signs)	Action taken and responded
14 October 2020	Allegation of potential breach of the law - External Agency as Regulator - Candidates and Parties (Misleading or Deceptive Information)	Action taken and responded
15 October 2020	Allegation of potential breach of the law - External Agency as Regulator - Candidates and Parties (False or Defamatory Information)	Response provided
16 October 2020	Complex Complaint - Advertising or Election Material (Offensive Material)	Referred to LGI
16 October 2020	Allegation of potential breach of the law - External Agency as Regulator - Advertising or Election Material (Authorisation)	Referred to LGI
17 October 2020	Complex Complaint - Advertising or Election Material (COVID-19)	Response provided
18 October 2020	Sensitive / Complex Complaint	Response provided
19 October 2020	Simple Complaint - Voting (Ballot Papers)	Action taken and responded
19 October 2020	Clarification of Process, Procedure or Legislation - VEC Administration (VEC Procedures)	Response provided
19 October 2020	Allegation of potential breach of the law - External Agency as Regulator - Advertising or Election Material (Location of Signs)	Response provided

## Kingston City Council

20 October 2020	Simple Complaint - Voting (Ballot Papers)	Action taken and responded
20 October 2020	General Question - Enrolment (Incorrect or not updated enrolment details)	Response provided
20 October 2020	Simple Complaint - Voting (Ballot Papers)	Response provided
21 October 2020	Complex Complaint - Enrolment (Incorrect or not updated enrolment details)	Action taken and responded
21 October 2020	Sensitive / Complex Complaint	Response provided
21 October 2020	Sensitive / Complex Complaint	Action taken and responded
21 October 2020	Sensitive / Complex Complaint	Action taken and responded
21 October 2020	Sensitive / Complex Complaint	Action taken and responded
21 October 2020	Sensitive / Complex Complaint	Action taken and responded
22 October 2020	Simple Complaint - Other / Multiple (Multiple)	Escalated for investigation and action
22 October 2020	Allegation of potential breach of the law - External Agency as Regulator - Advertising or Election Material (Misleading or Deceptive Information)	Referred to LGI
22 October 2020	Allegation of potential breach of the law - External Agency as Regulator - Advertising or Election Material (Misleading or Deceptive Information)	Referred to LGI
22 October 2020	Sensitive / Complex Complaint	Action taken and responded
23 October 2020	Simple Complaint - Voting (Ballot Papers)	Action taken and responded
26 October 2020	Simple Complaint - Voting (Postal Vote Never Received)	Response provided
26 October 2020	Simple Complaint - Voting (Postal Vote Never Received)	Response provided
26 October 2020	Simple Complaint - Voting (Postal Vote Arrived Late)	Response provided
28 October 2020	Simple Complaint - Voting (Postal Vote Never Received)	Response provided
28 October 2020	Simple Complaint - Voting (Postal Vote Never Received)	Response provided
3 November 2020	Simple Complaint - VEC Administration (Lack of information)	Action taken and responded
5 November 2020	Suggestion - Voting (Results)	Action taken and responded
9 November 2020	Allegation of potential breach of the law - External Agency as Regulator - Candidates and Parties (Candidates)	Response provided
13 November 2020	Criticism - Voting (Postal Vote Arrived Late)	Response provided

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## **12. Notices of Motion**

## Council Meeting

24 May 2021

Agenda Item No: 12.1

### **NOTICE OF MOTION NO. 8/2021 - CR OXLEY - SCOUT HALLS**

That:

1. Officers provide a report no later than the July Council Meeting on the additional works that have been requested at the 7<sup>th</sup> Cheltenham Scout Hall on Argus Street and the Aspendale Scout Hall at Browns Lane. The report is to include estimated costs of the works and any additional budget allocations that may be required;
2. The buildings team be thanked for their work on the Scout Halls DDA compliance project, particularly through the challenges of COVID-19.

Cr Georgina Oxley

**24 May 2021**

**Agenda Item No: 12.2**

**NOTICE OF MOTION NO. 9/2021 - CR OXLEY - DISC GOLF IN BICENTENNIAL PARK**

That officers provide a report considering the temporary installation of 3-4 Disc Golf baskets at Bicentennial Park for a trial period in Spring 2021.

The trial period would be used to gauge the interest of locals as to whether a permanent Disc Golf course could be erected at Bicentennial Park.

Cr Georgina Oxley



## **14. Confidential Items**

## 14 Confidential Items

This information is confidential information under section 3(1) of the *Local Government Act 2020* and therefore suitable for consideration in closed session. In accordance with the *Local Government Act 2020*, Council may resolve to consider these items in open or closed session.

### 14.1 Property Matter

Agenda item 14.1 *Property Matter* is designated confidential because:

- it is private commercial information, being information provided by a business, commercial or financial undertaking, and because it is private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage (section 3(1)(g) and (g(ii))), and
- the report includes information relating to the trading conditions of a Council tenant that if released would unreasonably disadvantage the tenant..

### Confidential Appendices

#### 10.2 Response to Resolution - Weekly Green Waste Collection

*Appendix 1, Financial Information NOM 45-2020 Confidential Attachment* is designated confidential as it relates to (s3(1)(g(ii)))

#### 10.3 CON-21/020 - Provision Of Litter Bin Collection Service

*Appendix 1, CON 21 020 - Tender Evaluation Matrix - Summary* is designated confidential as it relates to (s3(1)(g))

### RECOMMENDATION

That in accordance with section 66(1) and 66(2)(a) of the *Local Government Act 2020*, the meeting be closed to members of the public for the consideration of the following confidential items:

#### 14.1 Property Matter

*This agenda item is confidential information for the purposes of section 3(1) of the Local Government Act 2020:*

- because it is private commercial information, being information provided by a business, commercial or financial undertaking, and because it is private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage (section 3(1)(g) and (g(ii))), and

- because the report includes information relating to the trading conditions of a Council tenant that if released would unreasonably disadvantage the tenant..

**Confidential Appendices**

**10.2 Response to Resolution - Weekly Green Waste Collection  
Appendix 1, Financial Information NOM 45-2020 Confidential Attachment**  
*This appendix is confidential in accordance with the Local Government Act 2020, s3(1) as it relates to (s3(1)(g(ii))).*

**10.3 CON-21/020 - Provision Of Litter Bin Collection Service  
Appendix 1, CON 21 020 - Tender Evaluation Matrix - Summary**  
*This appendix is confidential in accordance with the Local Government Act 2020, s3(1) as it relates to (s3(1)(g)).*