

Agenda

Ordinary Meeting of Council

Tuesday, 28th January 2020

Commencing at 7.00pm

Council Chamber
1230 Nepean Highway, Cheltenham

kingston.vic.gov.au

Julie Reid
Chief Executive Officer
Kingston City Council

community inspired leadership



City of
KINGSTON

**City of Kingston
Ordinary Meeting of Council**

Agenda

28 January 2020

Notice is given that an Ordinary Meeting of Kingston City Council will be held at 7.00pm at Council Chamber, 1230 Nepean Highway, Cheltenham, on Tuesday, 28 January 2020.

1. Apologies

2. Confirmation of Minutes of Previous Meetings

Minutes of Ordinary Council Meeting 9 December 2019

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

Calisthenics Park for Edithvale Reserve
Drinan Road, Chelsea - Traffic
11 Powlett Street, Mordialloc
10 Groves Street, Aspendale
Derelict Vehicle - Mentone

5. Presentation of Awards

Mythri Social and Cultural Association

6. Reports from Delegates Appointed by Council to Various Organisations

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Explanation of Meeting Procedure



Meeting Procedure is Regulated by Local Law

The procedures for this Ordinary Meeting of Council are regulated by Council's Meeting Procedures Local Law.

Chairperson

The Mayor as Chairperson is the ultimate authority for the conduct of the meeting.

Agenda

The business to be dealt with at the meeting is set out in the agenda. No other business can be dealt with, unless admitted as Urgent Business by resolution of Council.

Motions

A motion must be moved and seconded to be valid. The mover of the motion will then be permitted to speak to it. Other Councillors will then be permitted to speak either for or against the motion. The mover will be permitted a right-of-reply, which will conclude the debate.

Voting

The motion will then be voted on by show of hands. If the motion is carried, it becomes a resolution (decision) of the Council. Any Councillor may call for a Division, in order that the vote of each Councillor is formally recorded. The result of the Division supersedes the vote by show of hands.

Amendments

A Councillor may move an amendment to a motion. Any amendment moved shall be dealt with in the same way as a motion, except that there is no right of reply for the mover of the amendment and the mover of the motion if the amendment is carried. If carried, the amendment becomes the motion and the previous motion is abandoned.

Speaking at the Meeting

No visitor to a Council meeting may speak to the meeting, except for:

- The applicant (or his/her representative) and one objector in relation to an application for a planning permit;
- Special circumstances in which leave to speak is granted by the Chairperson.

Unless special circumstances apply, the Chairperson will limit the presentation of a speaker to three minutes duration.

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Explanation of Meeting Procedure

Questions

Members of the public present at the meeting may put questions in writing to Council which will be dealt with during Question Time. The Question Box is located in the foyer. Questions must be placed in the Question Box by 7.30pm. You don't have to be a resident to ask a question.

Questions are to be as succinct as possible. Questions which cannot be accommodated on the single sided question form provided are likely to require research, and are more appropriately directed to Council in the form of a letter. In such cases, the question/s may be answered in writing at the direction of the Chairperson subsequent to the meeting.

Questions will be answered in the Council Chamber only if the questioner is present in the gallery. Where a questioner is not present, a response will be provided in writing.

Individual members of the public are permitted to ask a maximum of three (3) questions.

Confidential Business

The meeting may be closed at any time to deal with confidential items in camera. In these instances members of the public will be asked to leave the Council Chamber, and the meeting re-opened once the confidential business is completed.

Courtesy to the Mayor

All Councillors are required to direct their attention towards the Chairperson when speaking. This is in accordance with protocols relating to respect for the Chairperson of a meeting, and is a requirement of Council's Meeting Procedures Local Law.

Emergency Evacuation of Chamber

Members of the public are requested to note the green and white EXIT signs.

In the event of an emergency requiring evacuation of the Chamber, the public should evacuate by way of the EXIT located to the right hand side of the Council Chamber. This leads to the foyer through which you passed in order to enter the Chamber. Proceed from the foyer through the revolving door/side door and out of the building. This is the primary evacuation route.

If the nature of the emergency is such that the primary evacuation route is impracticable, the public should evacuate by way of the EXIT located to the right of the Council table as viewed from the public gallery. Follow further EXIT signs thereafter, which lead to an exit point on the south side of the building. This is the secondary evacuation route.

Council staff will issue directions on how to proceed to evacuate in the event of an emergency.

Explanation of Meeting Procedure

Do You Have a Hearing Difficulty?

Phonic Ear Hearing Assistance is available to any member of the public gallery with a hearing disability. Just ask a member of staff for a unit prior to the meeting.

Language Line



Recording of Meetings

Council Meetings are recorded and streamed live on the internet.

Recordings are archived and available on Council's website www.kingston.vic.gov.au.

All care is taken to maintain your privacy; however as a visitor in the public gallery, your presence may be recorded.

8. Planning and Development Reports

Ordinary Meeting of Council

28 January 2020

Agenda Item No: 8.1

KP-2015/612/A - 215-229 SPRING ROAD DINGLEY VILLAGE

Contact Officer: Beau McKenzie, Senior Statutory Planner

Purpose of Report

This report is for Council to consider Planning Permit Application No. KP-2015/612/A - 215-229 Spring Road Dingley Village.

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 an amended Planning Permit for an Amendment to the Planning Permit conditions and plans including partial retention of existing hard stand area, increased crossover widths, modified driveway surface and internal and external alterations to the dwelling in accordance with the application documentation at 215-229 Spring Road Dingley Village, subject to the conditions contained within this report.

This application requires a decision by Council as the subject site is in the Green Wedge Zone and the cost of works sought under the amendment exceeds \$20,000.

PLANNING OFFICER REPORT	
APPLICANT	Glossop Town Planning
ADDRESS OF LAND	215-229 Spring Road, Dingley Village
PLAN OF SUBDIVISION REFERENCE	Lot 1 on Title Plan 099324D Lot 1 on Title Plan 112300B Lot 1 on Plan of Subdivision 048111
PROPOSAL	Amend the Planning Permit conditions and plans relating to Amendment to the Planning Permit conditions and plans including partial retention of existing hard stand area, increased crossover widths, modified driveway surface and internal and external alterations to the dwelling in accordance with the application documentation.
PLANNING OFFICER	Beau McKenzie
REFERENCE NO.	KP-2015/612/A
ZONE	Clause 35.04 – Green Wedge Zone (Schedule 2)
OVERLAYS	None
OBJECTIONS	Nil
CONSIDERED PLAN REFERENCES/DATE RECEIVED	Architectural plans prepared by ‘Dona Homes’ job reference 15043, drawing no. 3-7, revision 2, dated 30 October 2019 Colour schedule prepared by ‘Dona Homes’ job reference 15043, drawing no. 1, dated 30 October 2019 Landscape plan prepared by ‘Keystone Alliance’, project no. L7713, revision D, dated 6 September 2019
ABORIGINAL CULTURAL HERITAGE SENSITIVITY	Yes – exempt

1.0 KEY ISSUES

The main issues arising from this proposal relate to:

- Design & Built Form; and
- Vegetation / Landscaping Considerations.

2.0 RELEVANT HISTORY

- 2.1. The original Planning Permit KP-2015/612 was issued by Council on 4 December 2017, to use and develop the land for the construction of one (1) dwelling and associated buildings and works (including rainwater tank) and remove native vegetation from the land in accordance with Clause 52.17. No appeals were made by the applicant or objector.
- 2.2. The Permit was not issued at the direction of the Victorian Civil and Administrative Tribunal (**Tribunal**) and was not a permit issued under Division 6 (Powers of Minister in relation to applications) of the *Planning and Environment Act 1987 (Act)*.
- 2.3. Pursuant to Section 52 of the Act, Notice (advertising) of the original Permit application was required. One (1) objection was received to the application. The relevant grounds of objection to the Permit application were as followed:
 - Inappropriateness of the smaller parcels of land that make up the subject site with regard to suitability for Green Wedge purposes; and

- Risk from the closed landfill abutting the subject site to the east.

- 2.4. An extension to the Permit expiry was granted on 3 October 2019 for an additional two (2) years for commencement and completion. The use and development must now commence by 4 December 2021 and be completed by 20 December 2023.
- 2.5. Plans have not been endorsed under condition 1 of the Permit, however endorsement is sought under the section 72 application to align with amended conditions.

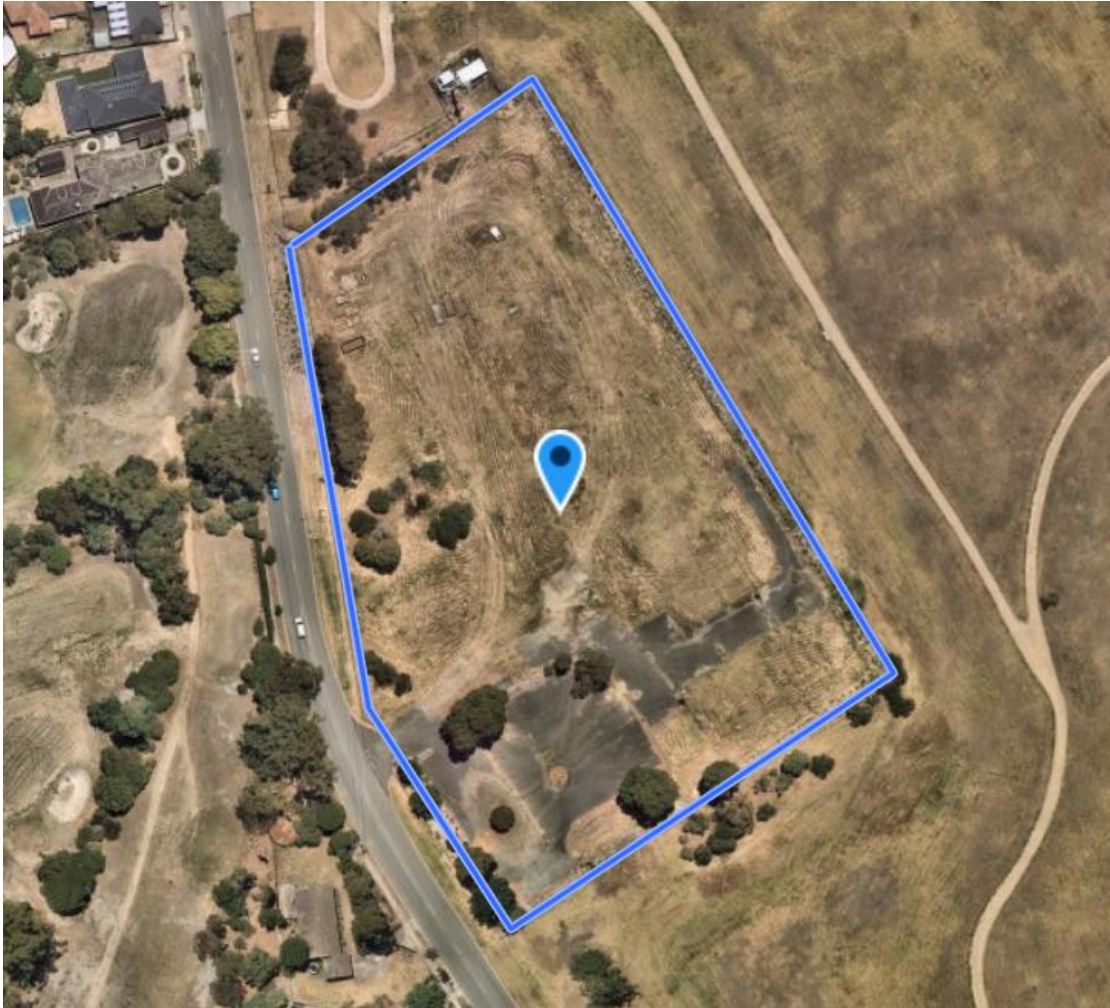
3.0 SUBJECT SITE

- 3.1. There have been no changes to the conditions of the subject site since the Permit was issued.
- 3.2. The subject site is on the north-east side of Spring Road in Dingley Village. The site is encompassed by three (3) parcels which are formally identified as the following:
- Lot 1 on Title Plan 099324D;
 - Lot 1 on Title Plan 112300B; and
 - Lot 1 on Plan of Subdivision 048111.

The land is irregular in shape with a curved frontage to Spring Road for a total length of 190 metres (m). In addition, the north-east (side) boundary has a length of 71.87 m, the north-east (rear) boundary has a length of 179.6 m and the south-east (side) boundary has a length of 117.65 m. The total area of the land is approximately 1.9 hectares (ha).

- 3.3. The land is currently vacant. There are remains of the former 'Inghams' chicken processing facility on the land. The main industrial buildings for the former facility have since been demolished however the concrete car park in the south-west corner of the site and a concrete lane extending to the north-east (rear) boundary of the land remains.
- 3.4. There are a number of scattered trees and remnant patches of vegetation throughout the land, ranging in size. The majority of the vegetation is on the west side of the land adjacent to the concreted area. The rear (east) portion of the land is predominately cleared of vegetation.
- 3.5. The land is bordered by a 2.33 m high cyclone wire mesh fence along the entire length of the property boundary.
- 3.6. Access to the subject site is via a 20 m wide vehicle crossing on the south-west side of the property frontage. The wide crossing was previously utilised for primary access to the former 'Inghams' processing facility on the land.
- 3.7. The site is relatively flat in topography with slight 0.5 m slope variations throughout the land. There are several easements relating to a substation, power line and carriageway throughout the subject site. It is noted that the infrastructure that was previously within these easements have since been removed with the easements no longer applicable.

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

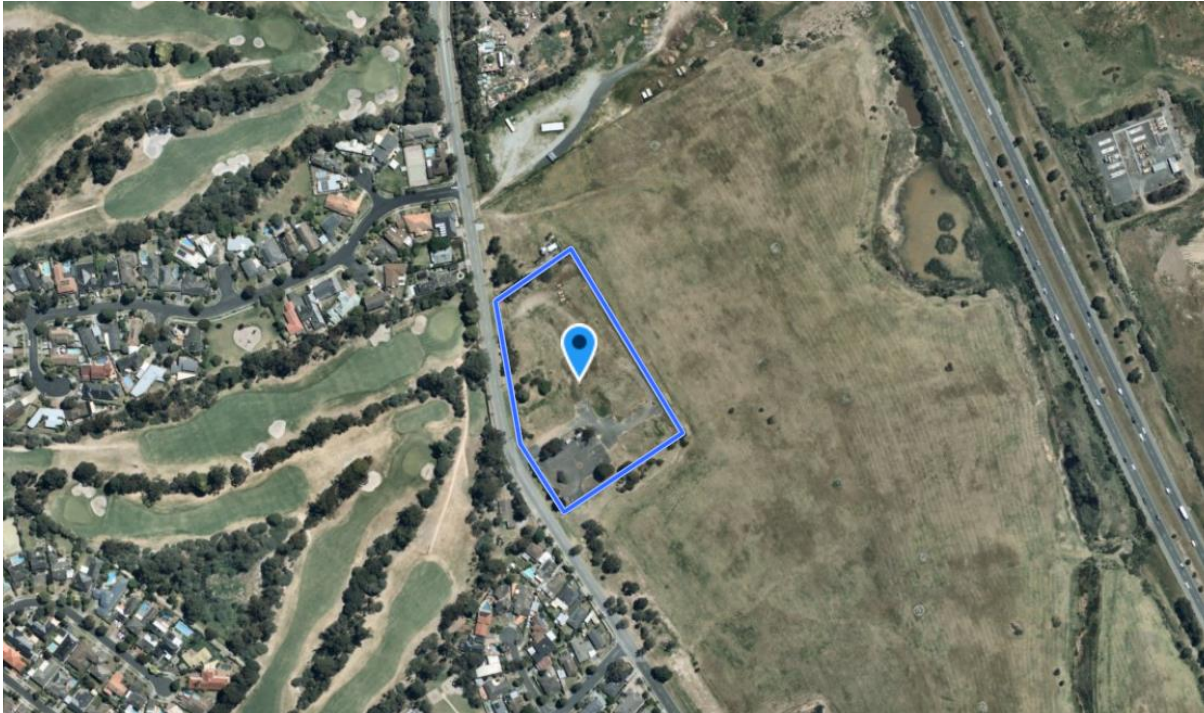


Source: Nearmaps, 19 December 2019

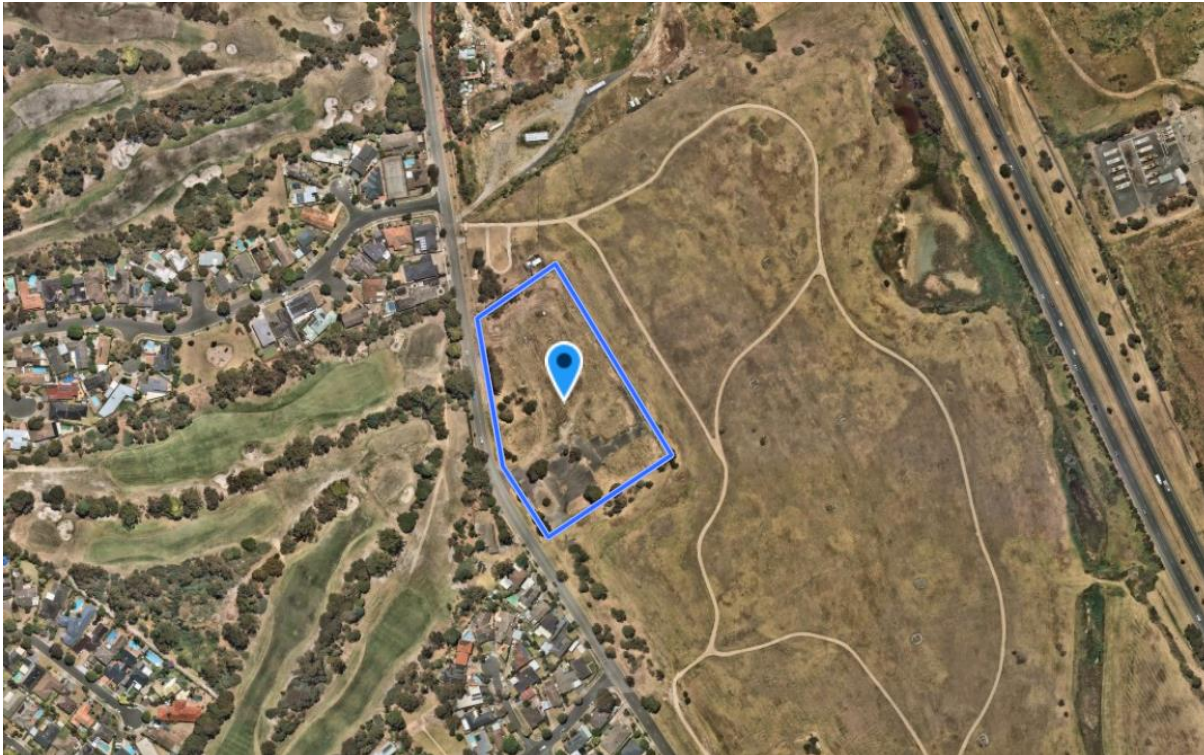
4.0 SURROUNDING LAND

4.1. The surrounding area comprises a diverse mix of land uses due to the subject site's location on the fringe of the Melbourne urban growth boundary. Although most of this land has largely remained unchanged since the original Permit issue, it is noted that the direct abuttal on the north, east and south-east side is now public open space known as 'Spring Road Reserve'.

At the time of the original application, this land was undergoing preliminary works for the reserve. Refer to aerials below illustrating this change:



Source: Nearmaps, 29 October 2017



Source: Nearmaps, 19 December 2019

5.0 TITLE DETAILS

- 5.1. There are no restrictions listed on each of the three (3) certificate of titles encompassing the land.

6.0 PROPOSAL

- 6.1. The application is seeking an amendment to the Planning Permit conditions and considered plans. No changes are sought to what the Permit allows.

- 6.2. The following changes are sought to the plans/proposal:

- Increase the width of the two (2) crossovers from 3 m to 4.6 m.
- Driveway surface modified to a solidified aggregate mixture with a natural stone feature finish.
- Partial retention of the existing hard stand area (previously car park for chicken processing facility). The area proposed to be retained has dimensions of 30 m by 33 m, resulting in a total area of 990 m². The applicant has advised that the intention of this space is for domestic recreational and leisure activities (i.e. basketball, bike riding, remote controlled cars).
- Partial retention of the existing cyclone wire mesh fencing along the northern part of the front property boundary. The balance of the front boundary will consist of a new rural style fencing as required by Permit condition.
- Relocation of the proposed dwelling approximately 12 metres north-east of its originally approved position, resulting in it being located more centrally to the site.

The relocation of the dwelling will not result in any additional trees being removed from the site.

- Proposed internal and external changes to the dwelling and attached garages include the following:
 - An increase to the maximum building height from 8.19 m to 8.27 m.
 - An increase to the front property boundary building setback ranging between 27 m to 41.1 m from north to south. Previously proposed setbacks (as considered in original application) were 18.27 m to 31.3 m.
 - Side and rear setbacks changed as a result of the relocation of the building:
 - South-east (side) setback reduced from 55 m to 54 m;
 - North-east (rear) setback reduced from 67.3 m to 55 m; and
 - North-west (side) setback reduced from 89.8 m to 88.8 m.
 - The width of each garage increased by 1 m from 9.62 m to 10.62 m.
 - The theatre and alfresco at the rear extended.
 - Balcony 2 at the rear of the first floor extended.
 - Porch extended.
 - Internal layout changes and window locations to reflect this alteration.
 - The rear panel lift doors for garage 1 replaced with sliding doors.

As a result of the above changes to the dwelling and garages, the proposed site coverage is to increase from 2.5% to 2.9%.

- 6.3. The following changes are sought to the conditions of the Permit to reflect the changes to the plans outlined above:

Condition no.	Amended condition (changes highlighted in bold)
1 a) ix. (landscape plan)	<i>The existing hard paved areas throughout the balance of the land reinstated as natural features with the exception of an area 30 metres by 33 metres to the south-east of the dwelling.</i>
1 d)	<i>Existing hard paved areas throughout the balance of the site reinstated as natural features with the exception of an area 30 metres by 33 metres to the south-east of the dwelling.</i>
1 e)	<i>The proposed front fence to be constructed of materials in a traditional rural style (i.e. timber, post, wire) along the front of the proposed building footprint.</i>
1 g)	<i>The proposed driveway nominated to be constructed of an all-weather permeable and rural-like surface (i.e. loose rock/gravel) solidified aggregate mixture with dimensions to accommodate emergency vehicles.</i>
1 k)	<i>The existing entry shown to be reconstructed to a vehicle crossing 3 4.6 metres in width and the nature strip and stormwater pit reinstated to the satisfaction of the Responsible Authority.</i>
1 l)	<i>The proposed vehicle crossing reduced to 3 4.6 metres in width.</i>
22	<i>The existing entry is to be reconstructed to a vehicle crossing 3 4.6 metres in width and the nature strip and storm water pit reinstated to the satisfaction of the Responsible Authority.</i>

- 6.4. It is noted that other amendments have been made to the plans to respond to the condition 1 requirements of the Permit. An assessment against these requirements is provided later in this report.

7.0 PLANNING CONTROLS

- 7.1. There have been no changes to the planning controls of the site since the original issue of the Planning Permit.
- 7.2. The subject site is in the Green Wedge Zone – Schedule 2.
- 7.3. There are no overlays affecting the land.

8.0 PLANNING PERMIT REQUIREMENTS

Green Wedge Zone – Schedule 2

- 8.1. Pursuant to Clause 35.04-5, a planning permit is required to construct a building or construct or carry out works associated with a use in Section 2 of Clause 35.04-1. The use of the land for a 'dwelling' is identified as a Section 2 use under Clause 35.04-1.
- 8.2. There are no other additional triggers for a Planning Permit under the amendment application including under the provisions of Clause 52.17 (Native Vegetation).

9.0 AMENDMENT TO THE APPLICATION BEFORE NOTIFICATION

- 9.1. The application was amended on 9 September 2019 pursuant to Section 50 of the *Planning and Environment Act 1987*. The amendments were made voluntarily by the applicant and involved the following:
- Increasing the setback of the proposed dwelling from the street to a minimum 27 m. The plans submitted with the application proposed a minimum setback of 17.87 m. As explained by the applicant, the modified setback is to allow a safe distance from existing trees in proximity to garage 2. It is noted that the previous location did not raise any issues with encroachment into the Tree Protection Zone of the existing vegetation, however it was preferred by the landowner to have the building further away to avoid any construction and maintenance issues in future.
 - Other changes were made in response to Council's concerns relating to the front fence.

10.0 ADVERTISING

- 10.1. The proposal was advertised by sending notices to adjoining and opposite property owners and occupiers and to the objector of the original application. No objections were received as a result of this notice.

11.0 PLANNING CONSULTATION MEETING


- 11.1. As no objections to this application were received, no planning consultation meeting was required.

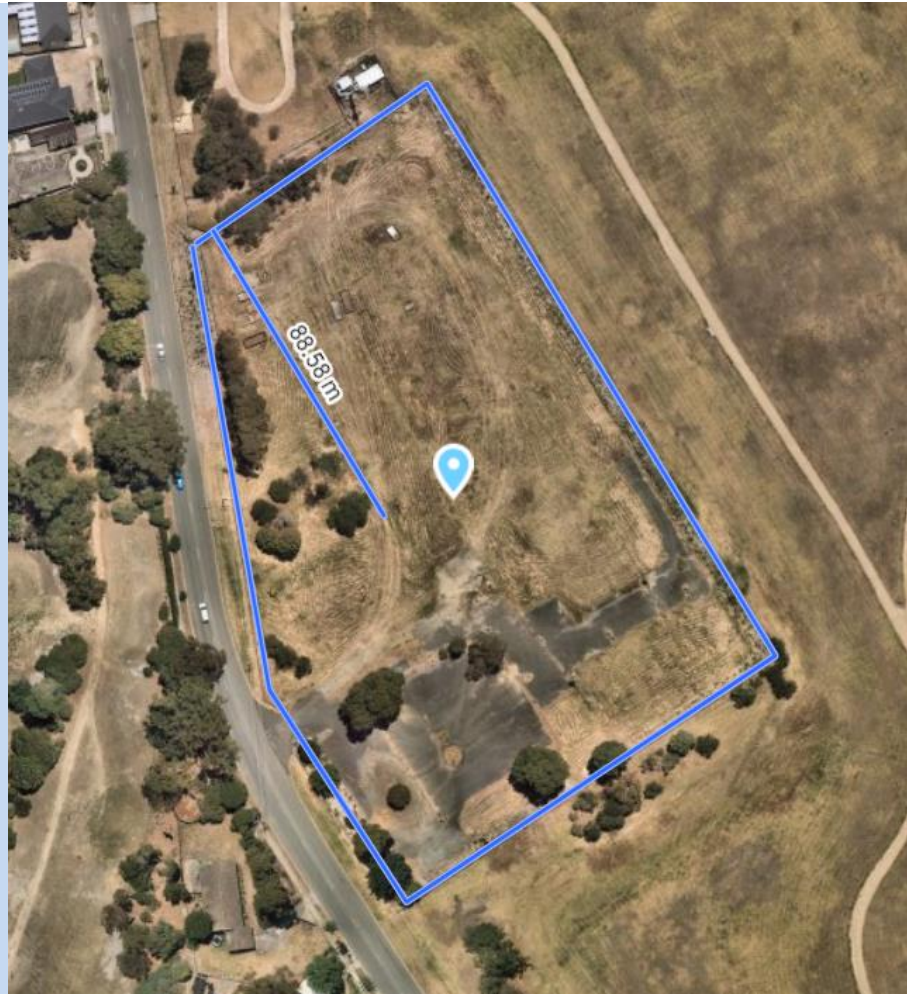
12.0 REFERRALS

Internal Referrals

Department / Area	Comments
Vegetation Management Officer	No objection raised and advised the landscape plan was suitable for endorsement. The Officer also supported the amendment to condition 1 a) ix allowing part of the hard stand area to be retained.
Roads and Drains Engineer	No objection raised in relation to the increase in width to 4.6 m of the two (2) vehicle crossings.

External Referrals

Department	Section 52/55	Determining / Recommending	Objection	Comments
External Ecological Consultant				<p>Council's City Development Department also engaged an external ecological consultant to undertake a peer review of the submitted documents and raised the following two issues:</p> <ul style="list-style-type: none"> Two live Black Wattles <i>Acacia mearnsii</i> are natural (tree T21). They occur in a group of two live and 5 dead Black Wattles (see attached photo). A self-sown Southern Mahogany on the adjacent Council reserve to the north extends over the subject land along the northern boundary (see attached photo). Lopping of this tree may be assumed. <p>The Ecologist further stated that these plants are 'native vegetation' requiring a permit. As they do not constitute 'patch' vegetation or 'scattered trees' an offset would not be required.</p> <p>In response to the first issue above, it is noted that the Black Wattles were approved for removal in the original application (KP-2015/612). The considered plans of the original application nominate these trees for removal as shown below highlighted in red within the front setback:</p>  <p>Therefore, the removal of these trees do not require approval under the amended application.</p> <p>Additionally, the Southern Mahogany on the adjacent Council Reserve will not be impacted by the proposed amendments sought under this application. The relocated building footprint will be in excess of 88 m from the north property boundary, and therefore the lopping of this tree cannot be assumed. An aerial is provided below showing the location of the trees along the north-west boundary and approximate location of the proposed buildings and works (88 m setback):</p>



If in the future the applicant wishes to lop the tree, such an action would be subject to a separate planning approval under Clause 52.17 of the Scheme.

13.0 RELEVANT POLICIES:

13.1. Planning Policy Framework (PPF)

- *Clause 11.01-1R – Green wedges – Metropolitan Melbourne*

Seeks to protect green wedge areas from inappropriate development within Metropolitan Melbourne.

- *Clause 12.05-2S – Landscapes*

The policy aims to protect and enhance significant landscapes and open spaces that contribute to character, identity and sustainable environments. Relevant strategies identified within the policy include:

- *Ensure development does not detract from the natural qualities of significant landscape areas.*
- *Improve the landscape qualities, open space linkages and environmental performance in significant landscapes and open spaces, including green wedges, conservation areas and non-urban areas.*
- *Recognise the natural landscape for its aesthetic value and as a fully functioning system.*

13.2. Local Planning Policy Framework (LPPF)

- *Clause 21.02-2 – Green wedge management*

The most relevant objective of this policy seeks the protection and enhancement of the scenic and landscape values of the green wedge area.

- *Clause 22.02 – South East Non-Urban Area Policy*

The policy encompasses several south-east municipalities and these areas recognised for the pressure placed on them by urban development and acknowledges that a regional approach is required to achieve sustainable land outcomes. The policy primarily seeks to promote a strategic approach to non-urban land use, with the protection of agricultural land and environmental values sought broadly across the municipalities.

13.3. Zoning

- *Clause 35.04 – Green Wedge Zone (Schedule 2)*

The relevant objectives of the Zone to the application are as follows:

- *To recognise, protect and conserve green wedge land for its agricultural, environmental, historic, landscape, recreational and tourism opportunities, and mineral and stone resources.*
- *To protect, conserve and enhance the cultural heritage significance and the character of open rural and scenic non-urban landscapes.*

Discussion is provided in the assessment below on how the amendments satisfy the above objectives.

13.4. Particular Provisions

- *Clause 52.02 – Metropolitan Green Wedge Land: Core Planning Provisions*

The amended development complies with this provision as it which for land outside of the urban growth boundary to be used for a dwelling provided that it is the only dwelling on the lot.

13.5. General Provisions

- *Clause 65 – Decision Guidelines*

The proposal is considered to satisfactorily address the relevant decision guidelines.

13.6. Other

- *Kingston Green Wedge Management Plan (April 2012)*

The subject land is identified as typology 4 – Green Wedge Low Intensity within the Plan. There are several building design guidelines under this typology that are relevant in the assessment of this application which are highlighted as follows:

- *Buildings should be subordinate visually to the spacious, rural landscape.*
- *Minimise building footprints and limit the overall presence of built form to enhance the rural character and maintain a sense of openness.*
- *Avoid large areas of nonpermeable surfaces including yards, driveways and car parking areas.*
- *Screen unsightly areas, large developments, or developments with an unavoidably urban character or large amounts of hard surface, with large scale native trees and vegetation.*
- *Avoid high/solid fencing, particularly along the road frontage.*
- *Encourage the use of traditional fencing materials (e.g. timber, post and wire) or transparent materials that allow a view to the property frontage.*
- *Discourage the use of cyclone wire fencing where practicable.*

14.0 ASSESSMENT

14.1. Assessment of the proposed amendments

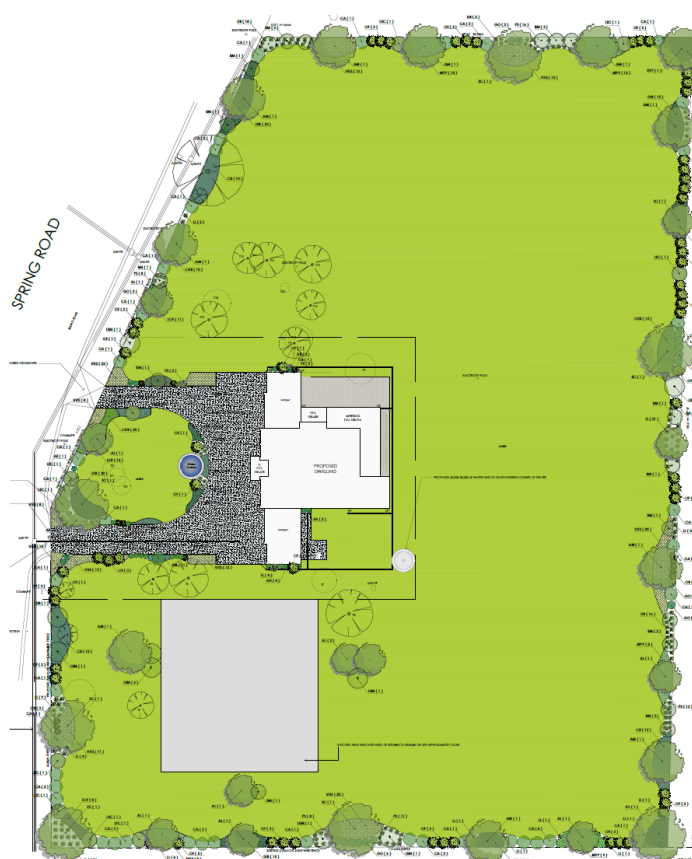
Each of the proposed amendments are considered as follows:

Partial retention of the hard stand area

The partial retention of the existing hard stand area that was previously used as a car park is acceptable from a built form and landscape perspective. Initial concerns were raised due to the extent of the area (30 m by 33 m) and its potential impact on the streetscape and open and rural landscape of the Green Wedge. Further, the recently established Spring Road reserve to the south-east is at a higher level to the subject land and site of the hard stand area. Therefore, the surface would be visible from certain vantage points and would be potentially unsightly for users of the park.

In response to the above, the applicant proposes substantial areas of lawn and landscaping along the perimeter of the site as depicted below. This landscaping will assist in softening the hard stand area from adjoining land and will provide a well integrated landscape to the public open space. This outcome supports the objectives of the Green Wedge Zone and Green Wedge Management Plan (2012) for enhancing the character of open rural and non-urban landscapes.

Additionally, the applicant has indicated that the hard stand area will be used for recreational and leisure activities associated with the dwelling. The purpose of retaining this area is also consistent with the objectives of the Green Wedge in seeking recreational opportunities, albeit large scale or commercial recreation.



Modified driveway surface

The applicant seeks to amend the existing permit requirement to replace the permeable, rural-like driveway with a formalised, non-permeable surface. The 'horseshoe' layout of the driveway is not proposed to be altered, but the length of the driveway leading to either side of the dwelling will increase as a result of the proposed changes to the building setback.

The amendment is considered reasonable and generally satisfies the objectives of the Zone and building design guidelines of the Green Wedge Plan having regard to the substantial vegetation screening proposed along the site's frontage. This will screen views to paved areas, particularly in front of the dwelling. The increase to the front setback of the dwelling and garages will result in a more recessive presentation to the streetscape overall, and an appearance of longer, more narrow driveways which will be landscaped to respect the character of the Green Wedge. Finally, the proposed surface will be in a 'natural stone' finish maintaining a rural like appearance.

Partial retention of existing cyclone wire mesh fencing along frontage

The original Permit condition requires the entirety of the existing cyclone wire mesh fence along front property boundary to be replaced with a rural style fence (i.e. timber, posts). The landowner has indicated that replacing the entirety of the existing front fence would be of a significant cost to install and maintain. Negotiations with the applicant resulted in an outcome that retains part of the northern end of the existing fence and to replace the fence that sits across the proposed building frontage with a rural like fence. This outcome is considered reasonable as no works are proposed on the northern end of the property and the existing cyclone mesh fence will retain the status quo in this part of the site. Further to this, landscaping is proposed alongside the cyclone mesh fence and over time will have a positive contribution to the street in maintaining a green and vegetated landscape.

Internal and external alterations to the dwelling and garages

The proposed changes to the dwelling and garages will result in a larger building footprint, increasing the site coverage from 2.5% to 2.9%. Despite this increase, the building will remain subordinate to its surrounding open landscape. The building will be setback further from the street and will be appropriately screened with native vegetation and rural style fencing. Side and rear setbacks in excess of 54 m are proposed (previously 55 m), maintaining large spacings with adjoining properties particularly the Spring Road reserve. New landscaping within the front setback as well as along the perimeter of the site will further add to a reduced visual impact and ensure the dwelling is subordinate to the surrounding landscape. The slight increase of only 77 mm to the height of the dwelling is inconsequential to the building mass. The overall design of the dwelling will remain unchanged.

Other changes proposed including internal layout modifications and window locations are minor and do not raise any issues with the primary considerations of this application.

Increase to vehicle crossing widths

The proposed increase from 3 m to 4.6 m for the two (2) crossovers is acceptable following advice received from Council's Roads and Drains Engineer. The surrounding area comprises of varied crossovers and vehicle access arrangements. The widened crossovers are in keeping with this varied character. The crossovers will also allow for safe and efficient ingress and egress of vehicles, including emergency vehicles as required by Clause 35.04-2.

14.2. Assessment against Condition 1 requirements

(a) The provision of an updated 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. an associated planting schedule showing the proposed location, species type, mature height and width, pot sizes and number of species to be planted on the site. The schedule must be shown on the plan;*
- ii. the delineation of all garden beds, paving, grassed areas, retaining walls, fences and other landscape works including areas of cut and fill throughout the development;*
- iii. all existing trees on the site and within three (3) metres to the boundary of the site on adjoining properties, accurately illustrated to represent actual canopy width and labelled with botanical name, height and whether the tree is proposed to be retained or removed;*
- iv. the provision of suitable native canopy trees within the front setback and along the perimeter of the site to screen the development;*
- v. the landscaping layout to be informal in design and/or 'natural' plantings incorporated with geometrically aligned/spaced tree avenues and garden beds avoided;*
- vi. a range of plant types from ground covers to large shrubs and trees, species must comprise a minimum of 80% indigenous species, and be provided at adequate planting densities (e.g. plants with a mature width of 1 metre, planted at 1 metre intervals);*

- vii. *all trees provided at a minimum of two (2) metres in height at time of planting and medium to large shrubs to be provided at a minimum pot size of 200mm;*
- viii. *the provision of notes on the landscape plan regarding site preparation, including the removal of all weeds, proposed mulch, soil types and thickness, subsoil preparation and any specific maintenance requirements; and*
- ix. *the existing hard paved areas throughout the balance of the land reinstated as natural features with the exception of an area 30 metres by 33 metres to the south-east of the dwelling.*

Complies – Council’s Vegetation Officer has advised that the landscape plan is suitable for endorsement.

- b) *the provision of a notation on the plan specifying that all materials and finishes will be low to non-reflective;*

Complies – notation added onto the site plan.

- c) *the rainwater tank to be relocated to an area adjacent to the dwelling, or other location to the satisfaction of the Responsible Authority;*

Complies – as shown on the site plan, the proposed rainwater tank will be located on the south-east corner of the dwelling.

- d) *existing hard paved areas throughout the balance of the site reinstated as natural features with the exception of an area 30 metres by 33 metres to the south-east of the dwelling.*

Complies – all hard stand areas have been removed with the exception of the 30 m by 33 m section. This is illustrated on both the site plan and landscape plan.

- e) *the proposed front fence to be constructed of materials in a traditional rural style (i.e. timber, post, wire) along the front of the proposed building footprint.*

Complies – the proposed front fence will feature horizontal timber palings with timber posts and square mesh infills to reflect the semi-rural character. The northern section of the front boundary will feature the existing cycle wire mesh fencing as allowed under the amendment. The alignment and elevation of the fencing is illustrated on the site plan.

- f) *external colours and finishes to be of dark, natural and muted tones and with matte finish and non-reflective materials;*

Complies – whilst the proposed colours and finishes of the building are to be of lighter tones, they will be of a natural and muted finish and will not be reflective. Therefore, the proposal is considered to be generally in accordance with this condition.

- g) *the proposed driveway nominated to be constructed of a solidified aggregate mixture with dimensions to accommodate emergency vehicles.*

Complies – notations added and adequate dimensions provided to allow for emergency vehicle access on the site plan.

- h) *the location of any reticulated sewerage or on-site wastewater management on the land. If on-site wastewater management is proposed, please provide details of its type and capacity through notations on plan;*

Complies – notation on site plan specifying that the dwelling will be connected to reticulated sewerage available on the adjoining parcel.

- i) *the provision of notations specifying the requirements of Clause 35.04-2 of the Kingston Planning Scheme;*

Complies – notations have been added onto the site plan.

- j) *vehicle crossings shown to be constructed at a 90 degree alignment with the kerb on Spring Road and all internal driveways shown to align with the existing/proposed vehicle crossing;*

Complies – the vehicle crossings are shown as per the above design requirement on the site plan.

- k) *the existing entry shown to be reconstructed to a vehicle crossing 4.6 metres in width and the nature strip and stormwater pit reinstated to the satisfaction of the Responsible Authority;*

Complies – the existing is shown to be designed in accordance with the above on the site plan.

- l) *the proposed vehicle crossing reduced to 4.6 metres in width;*

Complies – the proposed vehicle crossing is shown to be 4.6 metres in width on the site plan.

- m) *the provision of a full colour, finishes and building materials schedule including a colour palette for all external elevations of the proposed buildings, driveways and pathways of the development.*

Complies – a schedule has been provided illustrating the proposed finishes and materials for the proposed dwelling, garages, driveway and fencing.

14.3. Aboriginal Cultural Heritage

It is important to note that the Subject Land is identified in an area of Aboriginal Cultural Heritage Sensitivity.

The proposed amendments are an exempt activity (buildings and works associated with one dwelling) and do not require the preparation of a Cultural Heritage Management Plan in accordance with regulation 9 (1) of the *Aboriginal Heritage Regulations 2018*.

15.0 CONCLUSION:

- 15.1. On balance, the proposal is considered to substantially comply with the relevant planning policy and therefore should be supported.
- 15.2. 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.
- 15.3. The proposed amendments are considered appropriate for the site as evidenced by:
- The design and siting of the proposed amendments to be compatible with the surrounding area;
 - The proposal should not have a detrimental impact on surrounding properties (subject to appropriate conditions); and,
 - The proposal satisfies the requirements of the Kingston Planning Scheme, including the SPPF, MSS, Zoning / Overlay controls and Particular Provisions.

16.0 RECOMMENDATION

- 16.1. That the Council determine to support the proposal and issue an amended Planning Permit at 215-229 Spring Road, Dingley Village and endorse the accompanying plans, based on the following conditions:

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 plans submitted to Council on 20 January 2016 and 31 October 2019, but modified to show:

- (a) The provision of an updated 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. an associated planting schedule showing the proposed location, species type, mature height and width, pot sizes and number of species to be planted on the site. The schedule must be shown on the plan;
 - ii. the delineation of all garden beds, paving, grassed areas, retaining walls, fences and other landscape works including areas of cut and fill throughout the development;
 - iii. all existing trees on the site and within three (3) metres to the boundary of the site on adjoining properties, accurately illustrated to represent actual canopy width and labelled with botanical name, height and whether the tree is proposed to be retained or removed;
 - iv. the provision of suitable native canopy trees within the front setback and along the perimeter of the site to screen the development;
 - v. the landscaping layout to be informal in design and/or 'natural' plantings incorporated with geometrically aligned/spaced tree avenues and garden beds avoided;

- vi. a range of plant types from ground covers to large shrubs and trees, species must comprise a minimum of 80% indigenous species, and be provided at adequate planting densities (e.g. plants with a mature width of 1 metre, planted at 1 metre intervals);
 - vii. all trees provided at a minimum of two (2) metres in height at time of planting and medium to large shrubs to be provided at a minimum pot size of 200mm;
 - viii. the provision of notes on the landscape plan regarding site preparation, including the removal of all weeds, proposed mulch, soil types and thickness, subsoil preparation and any specific maintenance requirements; and
 - ix. the existing hard paved areas throughout the balance of the land reinstated as natural features with the exception of an area 30 metres by 33 metres to the south-east of the dwelling.
- b) the provision of a notation on the plan specifying that all materials and finishes will be low to non-reflective;
 - c) the rainwater tank to be relocated to an area adjacent to the dwelling, or other location to the satisfaction of the Responsible Authority;
 - d) existing hard paved areas throughout the balance of the site reinstated as natural features with the exception of an area 30 metres by 33 metres to the south-east of the dwelling.
 - e) the proposed front fence to be constructed of materials in a traditional rural style (i.e. timber, post, wire) along the front of the proposed building footprint.
 - f) external colours and finishes to be of dark, natural and muted tones and with matte finish and non-reflective materials;
 - g) *the proposed driveway nominated to be constructed of a solidified aggregate mixture with dimensions to accommodate emergency vehicles.*
 - h) the location of any reticulated sewerage or on-site wastewater management on the land. If on-site wastewater management is proposed, please provide details of its type and capacity through notations on plan;
 - i) the provision of notations specifying the requirements of Clause 35.04-2 of the Kingston Planning Scheme;
 - j) vehicle crossings shown to be constructed at a 90 degree alignment with the kerb on Spring Road and all internal driveways shown to align with the existing/proposed vehicle crossing;
 - k) the existing entry shown to be reconstructed to a vehicle crossing 4.6 metres in width and the nature strip and stormwater pit reinstated to the satisfaction of the Responsible Authority;
 - l) the proposed vehicle crossing reduced to 4.6 metres in width;
 - m) the provision of a full colour, finishes and building materials schedule including a colour palette for all external elevations of the proposed buildings, driveways and pathways of the development.

Endorsed Plans

2. The development and use as shown on the endorsed plans must not be altered without the written consent of the Responsible Authority.
3. That the applicant provides Council with a legal document stating that they are aware of the risk from the landfill and of the 500m buffer required by the EPA, and that they are prepared to accept any liability for damage or nuisance arising from these risks.

Landfill Gas Mitigation

4. Prior to commencement of any works, a design report should be prepared by a suitably qualified consultant which specifies the required gas mitigation measures and verified by an environmental auditor.
5. During construction, any deep excavations should be assessed for landfill gases prior to entry, based on occupational health and safety confined space requirements.
6. Prior to occupation of the dwelling, an auditor verification letter must be prepared which states that the gas mitigation measures have been installed to a sufficient standard and quality to operate effectively to the satisfaction of the responsible authority.

Environmental Audit

7. Prior to the commencement of the approved development, an Environmental Audit must be completed pursuant to section 53X of the *Environment Protection Act 1970*, to confirm that the land is suitable for the intended use. If a certificate or a statement of environmental audit is issued or intended to be issued for the land, then:
 - a) The Council must be provided with a copy of the environmental audit report and any clean-up to the extent practicable submission and determination, and a copy of the certificate of environmental audit, or the statement of environmental audit;
 - b) Prior to the commencement of the approved use and development of the land or the issue of an occupancy permit under the *Building Act 1993* a letter prepared and signed by an environmental auditor in respect of the land must be submitted to the Council to verify that any conditions attached to any statement of environmental audit issued for the land have been satisfied to the extent necessary for the commencement of the use of the land allowed by this permit;
 - c) Any development and use permitted by this permit must comply with conditions imposed in any statement of environmental audit for the land; and
 - d) the owner must enter into an agreement with the Council under [section 173](#) of the [Planning and Environment Act 1987](#) to provide for the following:
 - i. compliance with the conditions of any statement of environmental audit issued in respect of the land; and
 - ii. to notify future occupiers of the land of any conditions attached to any statement of environmental audit.

The agreement must be prepared by or on behalf of the Council and must contain terms and conditions to the satisfaction of the Council. The owner must pay the reasonable Council costs of the preparation, execution and registration of the [section 173](#) agreement.

8. The permit holder must, prior to use arrange for a reputable and suitably qualified environmental consultant to provide a letter to the Responsible Authority confirming that the requirements the use of the land in condition 7 have been satisfied.

Land Management

9. Prior to the occupation of the development hereby approved, a Land Management Plan to the satisfaction of the Responsible Authority must be submitted to, and approved in writing by, the Responsible Authority. When approved the plan will be endorsed and will then form part of the permit. The plan must include, but is not limited to the following:
 - a) Details of the intended use and management of the balance of the land. It should be demonstrated that the balance of the land would be used in a manner that is consistent with the purpose of the Green Wedge Zone;
 - b) Details of the reinstatement of existing hard paved areas with natural features;
 - c) Details of measures to protect and maintain proposed landscaping on the land as shown on the endorsed landscape plan under condition 1 a);
 - d) A weed abatement and management program; and
 - e) Landscaping around the perimeter of the site in accordance with condition 1 a).

The approved Land Management Plan must be implemented to the satisfaction of the Responsible Authority.

DELWP Biodiversity Conditions

10. Before works start, the permit holder must advise all persons undertaking the (vegetation removal/works) on site of all relevant conditions of this permit
11. Before works start, native vegetation protection fencing must be erected around all native vegetation to be retained on site. This fencing must be erected around the native vegetation at a minimum distance of 2 metres from retained native vegetation and at a radius of 12x the diameter at breast height (DBH) to a maximum of 15 metres but no less than 2 metres from the base of the trunk of the trees.
12. The protection fencing must be constructed to the satisfaction of the Responsible Authority. The protection fencing must remain in place at least until all works are completed to the satisfaction of the responsible authority. Except with the written consent of the Responsible Authority, within this area;
 - a) no vehicular or pedestrian access, trenching or soil excavation is to occur,
 - b) no storage or dumping of tools, equipment or waste is to occur,
 - c) no entry and exit pits for underground services are to be constructed.

13. In order to offset the removal of 0.150 hectares of native vegetation approved as part of this permit, the applicant must provide a native vegetation offset that meets the following requirements and is in accordance with the *Permitted clearing of native vegetation – Biodiversity assessment guidelines and the Native vegetation gain scoring manual*:
The general offset must:
- a) contribute gain of 0.011 general biodiversity equivalence units;
 - b) be located within the Port Phillip and Westernport Catchment Management Authority boundary or City of Kingston municipal district; and
 - c) have a strategic biodiversity score of at least 0.181.
14. Before any native vegetation is removed, evidence that an offset has been secured must be provided to the satisfaction of the Responsible Authority. This offset must meet the offset requirements set out in this permit and be in accordance with the requirements of *Permitted clearing of native vegetation – Biodiversity assessment guidelines and the Native vegetation gain scoring manual*. Offset evidence can be either:
- a) a security agreement, to the required standard, for the offset site or sites, including a 10 year offset management plan.
 - b) a credit register extract from the Native Vegetation Credit Register
15. Every year, for ten years, after the Responsible Authority has approved the offset management plan, the Applicant must provide notification to the Responsible Authority of the management actions undertaken towards the implementation of the offset management plan. An offset site condition statement, including photographs must be included in this notification.

United Energy requirements

16. The applicant must enter into an agreement with United Energy for an extension, upgrade and/or re-arrangement of the current electricity supply to lots on the land which may also require:
- a) Establishing easement(s) internally or externally to the site; and/or
 - b) Providing site(s) to locate substations; and
 - c) Making a payment to United Energy to cover the cost of preparing such documentation and work.

Stormwater Management

17. Stormwater drainage of the site must be provided so as to prevent any overflows onto adjacent properties and be directed to the nominated point of discharge.

Sewerage

18. The dwelling must be connected to reticulated sewerage prior to the commencement of the use.
19. The owner of the subject land must enter into an agreement with South East Water for the provision of sewerage and fulfil all requirements to its satisfaction.

Reticulated water

20. The dwelling must be connected to reticulated water prior to the commencement of the use.
21. The owner of the subject land must enter into an agreement with South East Water for the provision of reticulated water and fulfil all requirements to its satisfaction.

Roads and Drains

22. The existing entry is to be reconstructed to a vehicle crossing 4.6 metres in width and the nature strip and storm water pit reinstated to the satisfaction of the Responsible Authority.
23. Vehicle crossings must be constructed at a 90 degree alignment with the kerb on Spring Road and all internal driveways must align with the existing/proposed vehicle crossing.
24. Prior to the commencement of the 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.
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. All redundant vehicle crossings must be removed (including redundant portions of vehicle crossings) to the satisfaction of the Responsible Authority.
28. All front and side fences must be contained wholly within the title property boundaries of the subject land.

Prior to Occupation

29. Within six (6) months from occupation of the dwelling hereby permitted (or otherwise agreed to in writing by the Responsible Authority), landscaping works as shown on the endorsed plans must be completed to the satisfaction of the Responsible Authority. The landscaping must then be maintained to the satisfaction of the Responsible Authority.
30. Prior to the occupation of the dwelling hereby permitted, all buildings and works and the conditions of this permit must be complied with, unless with the further prior written consent of the Responsible Authority.

Completion of Development

31. Once the development has started it must be continued and completed to the satisfaction of the Responsible Authority.

Permit Expiry

32. 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 and use are not started before two (2) years from date of this permit.
 - The development is not completed before four (4) years from the commencement of works.
 - The use is discontinued for a period of two (2) years.

In accordance with Section 69 of The Act, the responsible authority may extend the periods referred to if a request is made in writing:

- before the permit expires; or
- within six (6) months after the permit expiry date, where the use and development allowed by the permit has not yet started; or
- within twelve (12) months after the permit expiry date, where the development allowed by the permit has lawfully started before the permit expires.

Note: The side entry storm water pit within the vehicle crossing must be constructed to the satisfaction of the Responsible Authority.

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

Note: Prior to the commencement of the development, you are required to obtain the necessary Health Department approval for any wastewater treatment system on the land.

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: Before removing / pruning any vegetation from the site, the applicant or any contractor engaged to remove any vegetation, should consult Council's Vegetation Management Officer to verify if a Local Laws Permits is required for the removal of such vegetation.

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

**City of Kingston
Ordinary Meeting of Council**

Agenda

28 January 2020

THIS PERMIT HAS BEEN AMENDED PURSUANT TO SECTION 72 OF THE PLANNING AND ENVIRONMENT ACT 1987 AS FOLLOWS:



Amendment	Date of Amendment	Description of Amendment	Name of responsible authority that approved the amendment
A		<ul style="list-style-type: none">• Condition 1 a) ix. and condition 1 d) amended to exclude a 30 m by 33 m hard stand area from being removed as required by these conditions.• Condition 1 e) amended to require new fencing along the front of the proposed building footprint only.• Condition 1 g) amended to allow for a solidified aggregate driveway in lieu of a rural-like surface (i.e. loose rock/gravel).• Conditions 1 k), l) and condition 22 amended to allow for a 4.6 metre wide crossover in lieu of 3 metres.• The plans amended to reflect the above changes in addition to internal and external changes to the dwelling/garages.	Kingston City Council

OR

In the event Council wishes to refuse the application, it can do so on the following grounds:

1. The proposal is inconsistent with the purpose of the Green Wedge Zone.
2. The proposal would be contrary to the objectives of the Green Wedge Management Plan.
3. The proposal would detract from the visual amenity of the area.

Appendices

Appendix 1 - KP-2015/612/A - 215-229 Spring Road Dingley Village - Considered Plans for Ordinary Council Meeting 28 January 2020 (Ref 20/5174)  

Author/s: Beau McKenzie, Senior Statutory Planner
Reviewed and Approved By: Jennifer Roche, Team Leader Statutory Planning
Ian Nice, Manager City Development

8.1

KP-2015/612/A - 215-229 SPRING ROAD DINGLEY VILLAGE

1	KP-2015/612/A - 215-229 Spring Road Dingley Village - Considered Plans for Ordinary Council Meeting 28 January 2020	33
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GENERAL NOTES:-

TO APPLY UNLESS OTHERWISE INDICATED IN THE SPECIFICATIONS.

- 1.0 FOOTINGS: PROVIDE TERMITE PROTECTION AS PER AS 3660 CONCRETE FLOOR SLAB CONSTRUCTED IN ACCORDANCE WITH THE ENGINEERS DESIGN PROTECTION AGAINST SUBTERRANEAN TERMITES. NOT REQUIRED
- 2.0 BRICKWORK & MASONRY: BRICKWORK IS TO BE SELECTED FROM THE BUILDER'S RANGE (NUBRICK WIRE CUT) MORTAR IS TO BE A NATURAL COLOUR AND HAVE RAKED OR ROLLED JOINTS (EXTERNAL) ARTICULATED JOINTS TO WALLING IS TO BE AT APPROX. 6m INTERVALS DAMP PROOF: MEMBRANE (PLASTIC OR CHEMICAL TYPE). WINDOW SILLS: BRICK ON EDGE BRICK FENCING: NOT REQUIRED
- 3.0 CARPETRY: TIMBER FRAMING TO BE AS PER ARCHITECTURAL DRAWINGS OR ALTERNATIVELY AS REQUIRED BY THE TIMBER FRAMING CODE. TOP PLATE: EXTERNAL LOAD BEARING 90x70 MGP10, NON-LOAD BEARING INTERNAL LOAD BEARING 70x70 MGP10, INTERNAL NON LOAD BEARING 70x35 MGP10 BOTTOM PLATE: EXTERNAL WALLS 90x35 MGP10 @ 450mm CTRS INTERNAL WALLS 70x35 MGP10 @ 600mm CTRS STUDS: SINGLE STOREY- UP TO 900-90x45 MGP10, UP TO 1800 2/190x35 MGP10, UP TO 3600 3/190x35 MGP10 JAM STUDS: SINGLE STOREY- UP TO 1900 190x35 F17, UP TO 3000- 2/240x35 F17 INTERNAL JAM POSTS ARE TO BE 100mm BY 100mm (IF APPLICABLE) TRUNCATED GIRDER TRUSS, STATION 2400- UP TO 2300- 2/190x35 F17, UP TO 3100- 2/240x45 F17 ALL EXTERNAL CLADDING OTHER THAN BRICKWORK: STUCCO BOARD OR HARDIE-PLANK AS SHOWN ON DRAWINGS
- 4.0 THERMAL INSULATION: INSULATION AND/OR SARKING FOR WALLS: RATING 'R' 2.0 INSULATION TYPE INSULATION FOR CEILING OR ROOF: RATING 'R' 2.5 CELLULOSE
- 5.0 INTERNAL WALL & CEILING LININGS: INTERNAL WALL AND CEILING LININGS (OTHER THAN PLASTER - NOT REQUIRED) PLASTER SHEET: PLASTERBOARD 10mm THICK TO ALL WALLS AND CEILING, VILLA BOARD TO BATHROOMS & ENSUITE, CEILING PLASTERBOARD FIXED TO BOTTOM CHORD OF TRUSS
- 6.0 FIXING: PANTRY: PROVIDE 5 SHELVES BASE CUPBOARD HEIGHT TO BE 920mm AND DEPTH 450mm PROVIDE OVERHEAD CUPBOARDS 300mm DEEP, FINISH IS TO BE AS PER KITCHEN CUPBOARDS. LAUNDRY DOOR TO BE HALF PLY WATERPROOF
- 7.0 PAINTING EXTERNAL: ALL EXTERNAL SURFACES EXCEPT PRE-FINISHED PRODUCTS, FACE BRICK, ROOFING, FLOORING AND FLOOR FRAMING TO BE PAINTED. ALLOW FOR WALLS TO BE OF ONE COLOUR, THE FASCIA'S GUTTERS, DOWNPIPES AND AND TRIMS GENERALLY TO BE OF ANOTHER COLOUR. TIMBER AND METAL (EXCEPT FACE BRICK) TO BE PAINTED ONE COAT SEALER & THE CEILING AND CORNICE TO BE OF ANOTHER COLOUR (TWO COATS) CEILING'S, WALLS AND WARDROBE/CUPBOARDS FINISH USE 2 COATS OF WASHABLE
- 8.0 TILING (ALL SELECTED FROM THE BUILDER'S CERAMIC RANGE) WALL TILING: KITCHEN: FIXED TO SUB-STRATA OF PLASTER FROM BENCH TOP TO THE UNDERSIDE OF THE OVERHEAD CUPBOARDS BATHROOMS AND ENSUITE IF APPLICABLE: FIXED TO SUB-STRATA OF VILBOARD, 2000mm ABOVE THE SHOWER BASE, 300mm ABOVE THE VANITY AND BATH LAUNDRY: FIXED TO A SUB-STRATA OF PLASTER AND TO BE 300mm ABOVE TROUGH. FLOOR TILING: KITCHEN AND PANTRY (WHERE APPLICABLE), BATHROOMS, ENSUITE AND LAUNDRY FIXED TO A SUB-STRATA OF CONCRETE USING GLUE. (FIRST FLOORS FIXED TO SHEET FLOORING)
- 9.0 CARPET INCLUDING UNDERLAY INCLUDED TO ALL UNFITTED AREAS INDICATED IN THE HOME.
- 10.0 GLAZING: GLAZING EXTERNAL TO SUIT TERRAIN CATEGORY AS PER AS 1288-1889 IN BUILT UP AREA. (SHELTERED) SIDELIGHTS AND SHOWER SCREENS ARE TO BE PICKED FROM THE BUILDER'S RANGE MIRRORS ARE TO BE PROVIDED TO THE BATHROOM AND ENSUITE TO THE WIDTH OF THE VANITY CABINET.
- 11.0 STORM WATER DRAINAGE: 90mm P.V.C. MINIMUM FALL 1:100
- 12.0 SMOKE DETECTORS: AS PER AS3876 REFER TO THE DRAWINGS FOR THE LOCATIONS.
- 13.0 STEPS MAX RISER 190mm, MINIMUM TREAD 250mm
- 14.0 STAIRS AND STEPS MIN. HEADROOM 2000mm, HANDRAIL MIN. 1000mm HIGH, MAX 125mm BETWEEN RAILS, 100mm MAX, WHERE BALCONY EXCEEDS 3.0m HIGH.
- 15.0 TOILET REQUIREMENT - PROVIDE LIFT OFF DOOR HINGES WHERE DOOR IS WITHIN 1.5m OF PAN
- 16.0 BUILDER TO CHECK ALL DIMENSIONS LEVELS AND METHODS ON SITE PRIOR TO THE PROVISION OF EITHER A SOLAR HOT WATER SYSTEM OR A MINIMUM 2000L WATER TANK
- 17.0 DO NOT SCALE DRAWINGS. WRITTEN DIMENSIONS TAKE PRECEDENCE OVER ANY MEASUREMENTS.

NOTE:

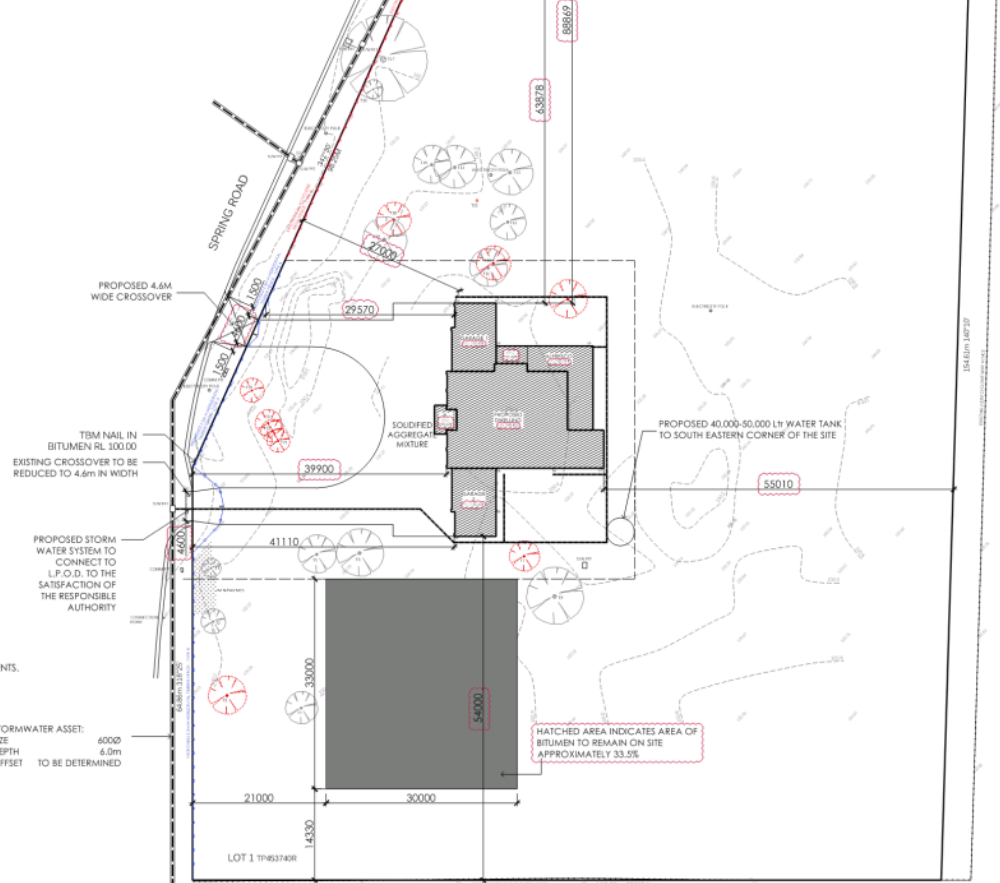
IT IS THE OWNERS RESPONSIBILITY TO OBTAIN APPROVAL FROM THE DEVELOPER FOR THE DRAWINGS SHOULD THEY BE REQUIRED. IT IS ALSO THE OWNERS RESPONSIBILITY TO ENSURE THAT THE PLANS DO NOT CONTRAVENE ANY COVENANTS

THE WORKMANSHIP IN THIS PROJECT IS TO BE OF THE STANDARD REFLECTED IN THE DISPLAY HOME UNLESS OTHERWISE STATED. THE BUILDER RESERVES THE RIGHT TO ALTER MATERIAL SPECIFICATION, ANY ALTERATIONS MUST COMPLY WITH ALL RELEVANT BUILDING CODES

ALL WIRING TO BE INSTALLED IN ACCORDANCE WITH TELSTRA'S REQUIREMENTS AS OUTLINED IN THE 'CABLING FOR NEW HOMES FOR TELSTRA VELOCITY' DOCUMENT NO:013234.

RECYCLED WATER TO BE CONNECTED AND INSTALLED IN ACCORDANCE WITH THE RECYCLED WATER PLUMBING GUIDE ISSUED BY THE PLUMBING INDUSTRY COMMISSION. ASINIS 3500 PLUMBING REGULATIONS AND WESTERN WATERS PROPERTY SERVICE WATER AND SEWER APPLICATION

EXISTING TREE SCHEDULE			
11	11	11A	11A
NAME: Pterocarya nelsonii	NAME: Liquidambar styraciflua	NAME: Liquidambar styraciflua	NAME: Liquidambar styraciflua
HEIGHT: 8m	HEIGHT: 10m	HEIGHT: 10m	HEIGHT: 10m
SPREAD: 8m	SPREAD: 8m	SPREAD: 8m	SPREAD: 8m
12	12	12A	12A
NAME: Cupressus macrocarpa	NAME: Cupressus macrocarpa	NAME: Cupressus macrocarpa	NAME: Cupressus macrocarpa
HEIGHT: 10m	HEIGHT: 10m	HEIGHT: 10m	HEIGHT: 10m
SPREAD: 8m	SPREAD: 8m	SPREAD: 8m	SPREAD: 8m
13	13	13A	13A
NAME: Liquidambar styraciflua	NAME: Liquidambar styraciflua	NAME: Liquidambar styraciflua	NAME: Liquidambar styraciflua
HEIGHT: 10m	HEIGHT: 10m	HEIGHT: 10m	HEIGHT: 10m
SPREAD: 8m	SPREAD: 8m	SPREAD: 8m	SPREAD: 8m
14	14	14A	14A
NAME: Cupressus macrocarpa	NAME: Cupressus macrocarpa	NAME: Cupressus macrocarpa	NAME: Cupressus macrocarpa
HEIGHT: 10m	HEIGHT: 10m	HEIGHT: 10m	HEIGHT: 10m
SPREAD: 8m	SPREAD: 8m	SPREAD: 8m	SPREAD: 8m
15	15	15A	15A
NAME: Cupressus macrocarpa	NAME: Cupressus macrocarpa	NAME: Cupressus macrocarpa	NAME: Cupressus macrocarpa
HEIGHT: 10m	HEIGHT: 10m	HEIGHT: 10m	HEIGHT: 10m
SPREAD: 8m	SPREAD: 8m	SPREAD: 8m	SPREAD: 8m
16	16	16A	16A
NAME: Cupressus macrocarpa	NAME: Cupressus macrocarpa	NAME: Cupressus macrocarpa	NAME: Cupressus macrocarpa
HEIGHT: 10m	HEIGHT: 10m	HEIGHT: 10m	HEIGHT: 10m
SPREAD: 8m	SPREAD: 8m	SPREAD: 8m	SPREAD: 8m
17	17	17A	17A
NAME: Cupressus macrocarpa	NAME: Cupressus macrocarpa	NAME: Cupressus macrocarpa	NAME: Cupressus macrocarpa
HEIGHT: 10m	HEIGHT: 10m	HEIGHT: 10m	HEIGHT: 10m
SPREAD: 8m	SPREAD: 8m	SPREAD: 8m	SPREAD: 8m
18	18	18A	18A
NAME: Cupressus macrocarpa	NAME: Cupressus macrocarpa	NAME: Cupressus macrocarpa	NAME: Cupressus macrocarpa
HEIGHT: 10m	HEIGHT: 10m	HEIGHT: 10m	HEIGHT: 10m
SPREAD: 8m	SPREAD: 8m	SPREAD: 8m	SPREAD: 8m

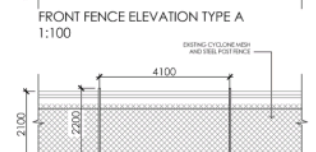
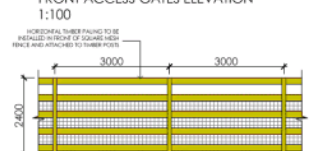
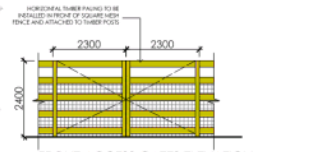


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ALL MATERIALS AND FINISHES TO BE LOW TO NON REFLECTIVE

CLAUSE 35.04.2 OF EMISSION PLANNING SCHEME A LOT USED FOR A DWELLING MUST MEET THE FOLLOWING REQUIREMENTS:

- ACCESS TO THE DWELLING MUST BE PROVIDED VIA AN ALL-WEATHER ROAD WITH DIMENSIONS ADEQUATE TO ACCOMMODATE EMERGENCY VEHICLES.
- THE DWELLING MUST BE CONNECTED TO A RETICULATED SEWERAGE SYSTEM OR IF NOT AVAILABLE THE WASTE WATER MUST BE TREATED AND RETAINED ON-SITE IN ACCORDANCE WITH THE STATE ENVIRONMENT PROTECTION POLICY (WATERS OF VICTORIA) UNDER THE ENVIRONMENT PROTECTION ACT 1970.
- THE DWELLING MUST BE CONNECTED TO A RETICULATED POTABLE WATER SUPPLY OR HAVE AN ALTERNATIVE POTABLE WATER SUPPLY WITH ADEQUATE STORAGE FOR DOMESTIC USE AS WELL AS FOR FIRE FIGHTING PURPOSES.
- THE DWELLING MUST BE CONNECTED TO A RETICULATED ELECTRICITY SUPPLY OR HAVE AN ALTERNATIVE ENERGY SOURCE.



- TREES TO BE RETAINED
- TREES TO BE REMOVED

AREA SUMMARY	
GROUND FLOOR:	323.85m ² 34.86sqc
FIRST FLOOR:	301.25m ² 32.43sqc
BALCONY 1:	13.77m ² 1.48sqc
BALCONY 2:	19.39m ² 2.09sqc
GARAGE 1:	72.40m ² 7.79sqc
GARAGE 2:	72.69m ² 7.82sqc
PORCH:	13.77m ² 1.48sqc
ALFRESCO:	91.77m ² 9.88sqc
TOTAL AREA:	908.89m² 97.83sqc



THIS IS THE PLAN REFERRED TO IN THE BUILDING CONTRACT

DATED:

SIGNED BY BUILDER:

SIGNED BY OWNERS:



REVISION:

REV_01: T.P. RPL, G.W.

REV_02: T.P. CONDITION 1, M.D.

DATE: 30/10/2019

SCALE: A2:1:500

DRAWN: MD/CDESIGN

CUR REF: 15 043

DWG NO.: 03 OF 07

PROJECT:

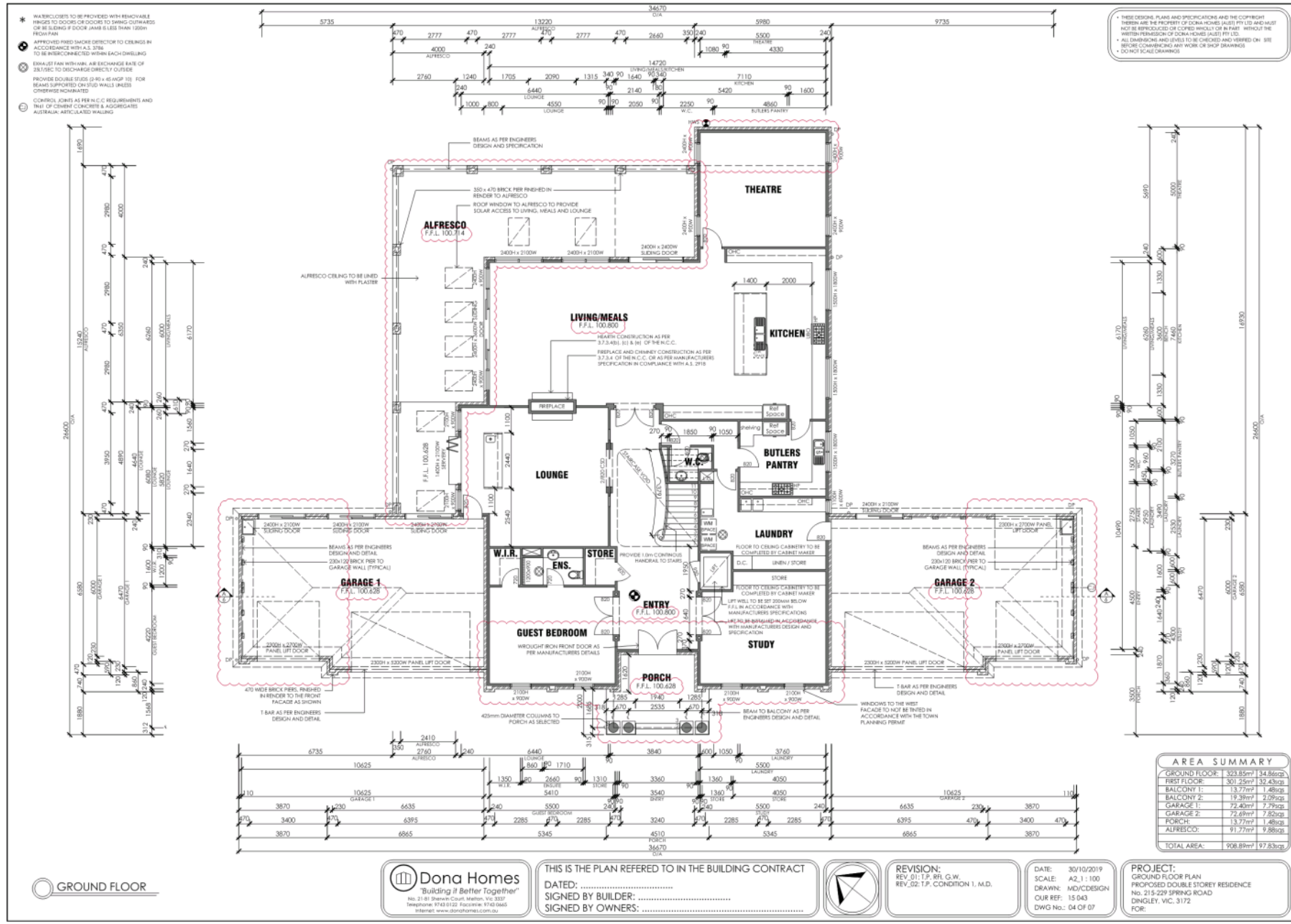
SITE PLAN

PROPOSED DOUBLE STOREY RESIDENCE

NO. 215-229 SPRING ROAD

DINGLEY, VIC. 3172

FOR:



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- * WALL CLOSURES TO BE PROVIDED WITH REMOVABLE HINGES TO DOORS OR DOCKS TO SWING OUTWARDS OR BE SIGNED OFF UNDER EGRESS (MINIMUM 100MM FROM PAN)
- ⊗ APPROVED REED SHOWER DIRECTOR TO CRINGS IN ACCORDANCE WITH A.S. 3786 TO BE FIBRECONCRETE WITH EACH DWELLING
- ⊗ DOWN-DRAW WITHIN A 800mm REACHABLE REAR OF 30L/SEC TO DISCHARGE DIRECTLY OUTSIDE
- ⊗ PROVIDE DOUBLE STUD (2 RD x 45 ANSP 10) FOR BEAMS SUPPORTED ON STUD WALLS UNLESS OTHERWISE NOMINATED
- ⊗ COVER JOINTS AS PER N.C.C. REQUIREMENTS AND THAT OF CONCRETE CONCRETS & AGGREGATES AUSTRALIA ARTICULATED WALLING

AREA SUMMARY	
GROUND FLOOR:	323.85m ² 34.86sqm
FIRST FLOOR:	380.25m ² 40.83sqm
BALCONY 1:	13.77m ² 1.48sqm
BALCONY 2:	19.39m ² 2.09sqm
GARAGE 1:	72.40m ² 7.79sqm
GARAGE 2:	72.40m ² 7.79sqm
PORCH:	13.77m ² 1.48sqm
ALFRESCO:	91.77m ² 9.88sqm
TOTAL AREA:	908.89m² 97.83sqm

GROUND FLOOR

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 Building it Better Together
 No. 21-81 Shearwin Court, Malvern, VIC 3237
 Telephone: 9743 0122 Fax: 9743 0444
 Internet: www.donahomes.com.au

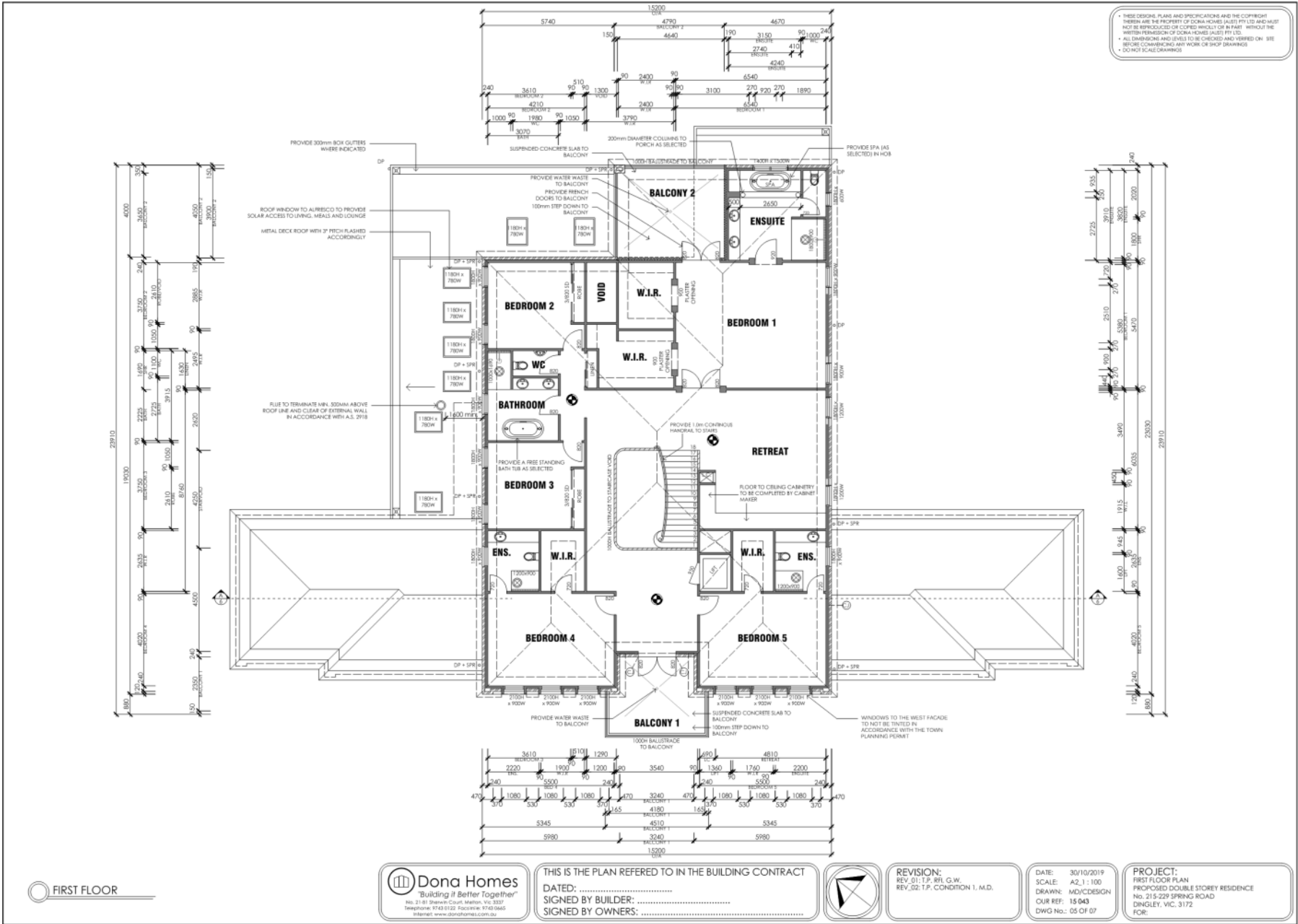
THIS IS THE PLAN REFERRED TO IN THE BUILDING CONTRACT
 DATED:
 SIGNED BY BUILDER:
 SIGNED BY OWNERS:



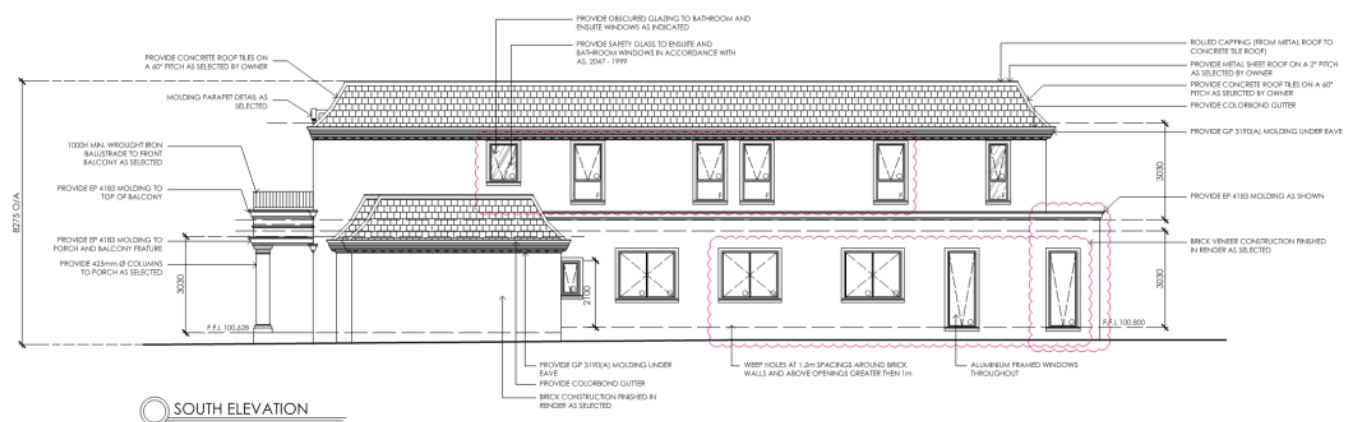
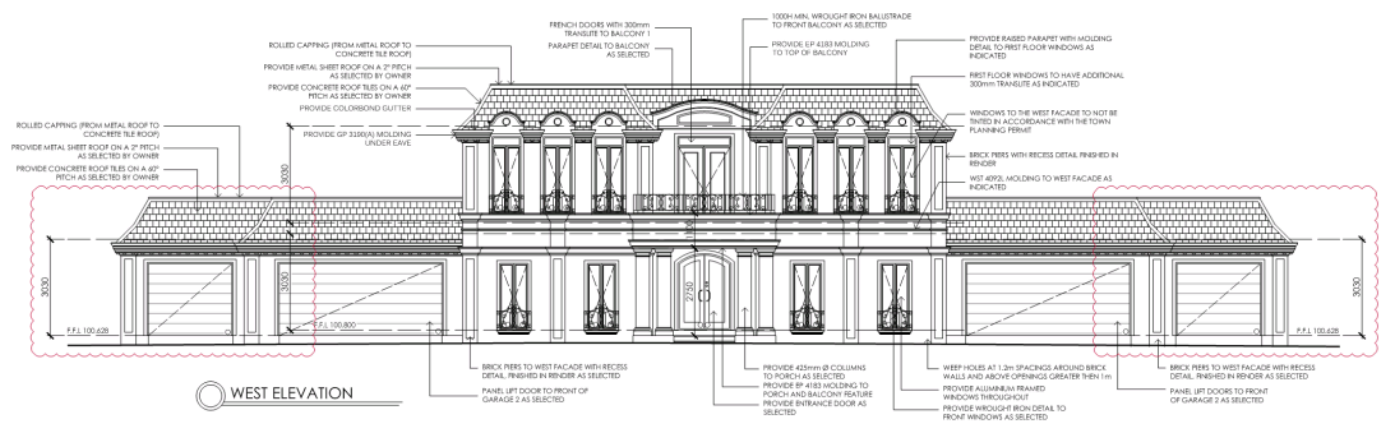
REVISION:
 REV. 01: T.P. RFL G.W.
 REV. 02: T.P. CONSTRUCTION 1, M.D.

DATE: 30/10/2019
 SCALE: A2, 1:100
 DRAWN: MD/CDESIGN
 OUR REF: 15 043
 DWD NO.: 04 OF 07

PROJECT:
 GROUND FLOOR PLAN
 PROPOSED DOUBLE STOREY RESIDENCE
 No. 215-229 SPRING ROAD
 DINGLEY, VIC. 3172
 FOR:



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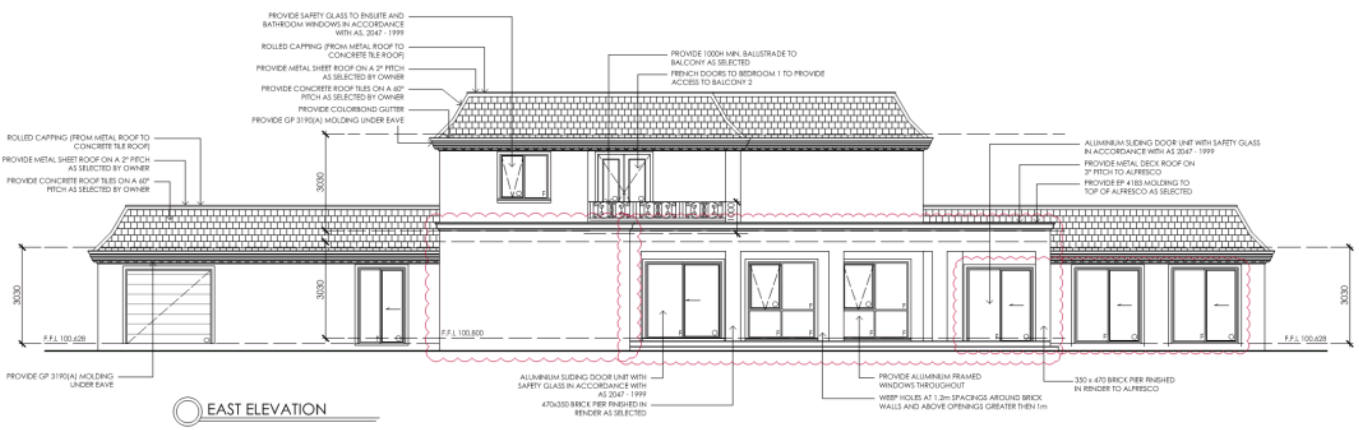
THIS IS THE PLAN REFERRED TO IN THE BUILDING CONTRACT
 DATED:
 SIGNED BY BUILDER:
 SIGNED BY OWNERS:

REVISION:
 REV_01: T.P. RFL G.W.
 REV_02: T.P. CONDITION 1, M.D.

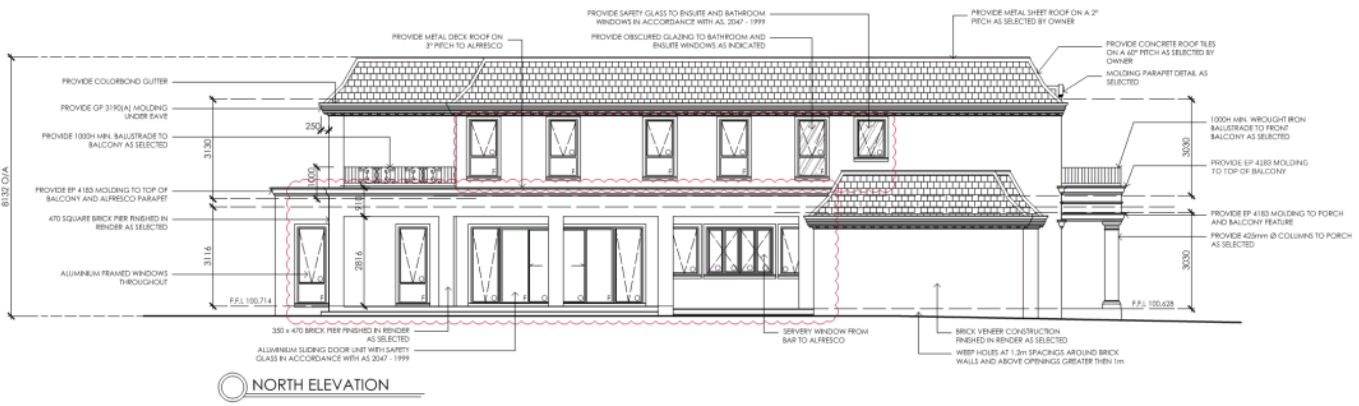
DATE: 30/10/2019
 SCALE: A2, 1:100
 DRAWN: MD/CDESIGN
 OUR REF: 15 043
 DWD No.: 06 OF 07

PROJECT:
 ELEVATIONS
 PROPOSED DOUBLE STOREY RESIDENCE
 No. 215-229 SPRING ROAD
 DINGLEY, VIC. 3172
 FOR:

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EAST ELEVATION



NORTH ELEVATION

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

THIS IS THE PLAN REFERRED TO IN THE BUILDING CONTRACT
 DATED:
 SIGNED BY BUILDER:
 SIGNED BY OWNERS:

REVISION:
 REV_01: T.P. RFL G.W.
 REV_02: T.P. CONDITION 1, M.D.

DATE: 30/10/2019
 SCALE: A2, 1:100
 DRAWN: MD/CDESIGN
 OUR REF: 15 043
 DWG No.: 07 OF 07

PROJECT:
 ELEVATIONS
 PROPOSED DOUBLE STOREY RESIDENCE
 No. 215-229 SPRING ROAD
 DINGLEY, VIC. 3172
 FOR:

SCHEDULE OF MATERIALS, COLOURS AND FINISHES

	MATERIAL	COLOUR		FINISH
EXTERNAL WALLS:	RENDERED BRICKWORK	PAPERBARK		GRAFFIATO
PORCH:	RENDER	PAPERBARK		GRAFFIATO
ENTRY DOORS:	WROUGHT IRON DOOR WITH GLAZED INFILL	BLACK		GALVANIZED WITH BAKED ON COLOUR
DOORS AND WINDOWS:	ALUMINIUM	PAPERBARK		POWDERCOAT
GUTTER AND FASCIA:	COLORBOND	PAPERBARK		POWDERCOAT
DOWN PIPES:	COLORBOND	PAPERBARK		POWDERCOAT
ROOF CLADDING:	CONCRETE ROOF TILES	PHOENIX		TRADITIONAL
DRIVEWAY:	SOLIDIFIED AGGREGATE MIXTURE	BUCHAN EXPOSED AGGREGATE		NATURAL STONE FEATURE FINISH
GARAGE DOOR:	COLORBOND	CHARCOAL		POWDERCOAT
FENCE:	TIMBER AND SQUARE MESH	NATURAL		NATURAL
FENCE: EXISTING	CYCLONE MESH	NATURAL		NATURAL

COLOUR SCHEDULE



Dona Homes
"Building it Better Together"

No. 21-81 Sherwin Court, Melton, Vic. 3337
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Internet: www.donahomes.com.au

DATE: 30/10/2019
SCALE: A4_1 : 100
DRAWN: MD/CDESIGN
OUR REF: 15 043
DWG No.: 01 OF 01

PROJECT:
MATERIAL SCHEDULE
PROPOSED DOUBLE STOREY RESIDENCE
No 215-229 SPRING ROAD
DINGLEY, VIC. 3172
FOR:

Ordinary Meeting of Council

28 January 2020

Agenda Item No: 8.2

KP-2019/629 - 15 LORD WEAVER GROVE BONBEACH

Contact Officer: Amy Lin, Statutory Planning

Purpose of Report

This report is for Council to consider Planning Permit Application No. KP-2019/629 - 15 Lord Weaver Grove Bonbeach.

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 Planning Permit to use the land as an innominate use (Lifesaving Club) and the removal of native vegetation at 15 Lord Weaver Grove Bonbeach, subject to the conditions contained within this report.

PLANNING OFFICER REPORT	
APPLICANT	City of Kingston (Community Buildings)
ADDRESS OF LAND	15 Lord Weaver Grove, Bonbeach
PLAN OF SUBDIVISION REFERENCE	Crown Allotment No. 7A1
PROPOSAL	Use the site as an innominate use (Lifesaving Club) and the removal of native vegetation
PLANNING OFFICER	Amy Lin
REFERENCE NO.	KP-2019/629
ZONE	Clause 36.02: Public Park and Recreation Zone
OVERLAYS	Clause 43.02: Design and Development Overlay Schedule 1 and 7
OBJECTIONS	None
CONSIDERED PLAN REFERENCES/DATE RECEIVED	Drawing Number 17020-A000, 17020-A000, A3301-A1002, 17020-A1003, 17020-A1101, 17020-A1301, 17020-A1302, 17020-A2301, 17020-A3301 dated 10/25/2019 by Haskell Architects
ABORIGINAL CULTURAL HERITAGE SENSITIVITY	Yes – CHMP approved (16224)

1.0 RELEVANT LAND HISTORY

1.1. Council records indicate that there is no relevant planning history relating to this site.

2.0 SITE & SURROUNDS

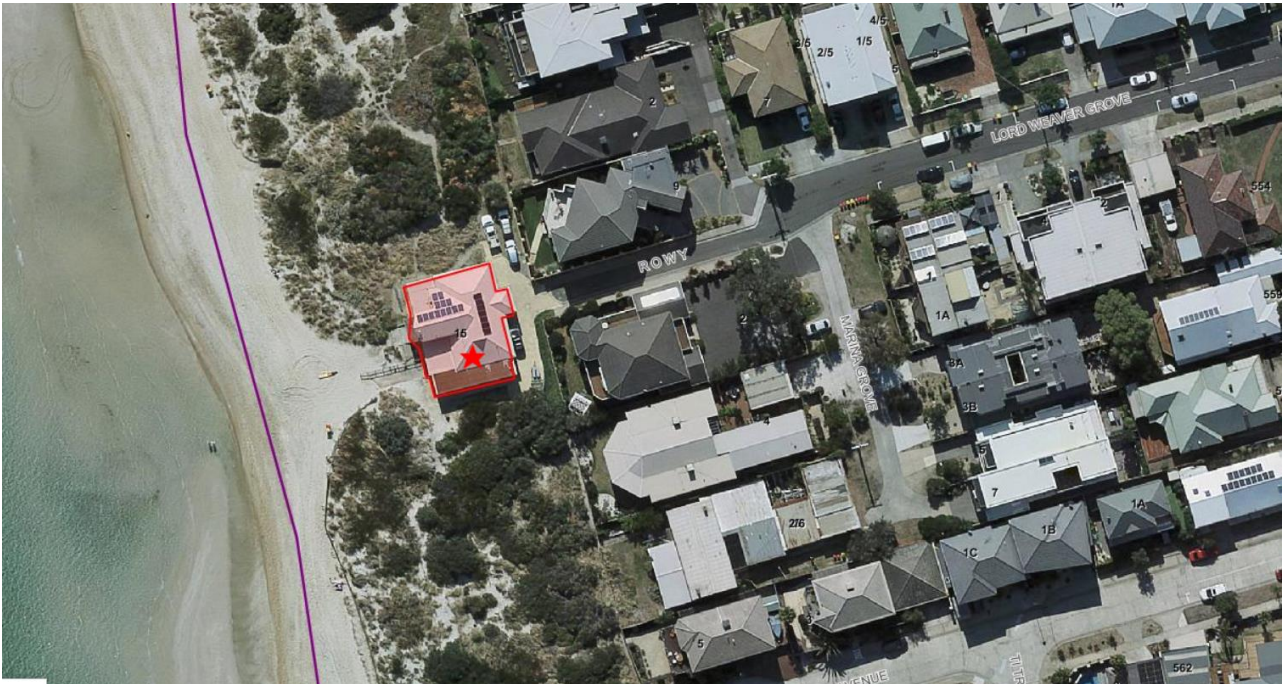
2.1. The site is located within the foreshore on Crown land, at the western termination of Lord Weaver Grove in Bonbeach.

2.2. The site has been developed for a Lifesaving Club, which has been in operation at this location since 1932. The facilities on the site consist of a double storey cream timber paling building with a corrugated iron pitched roof. The building presents as a single storey building on the eastern elevation when viewed from Lord Weaver Grove due to the slope of the land. The building presents as a two storey building on the western side elevation (from the beach).

2.3. Pedestrian access is via an entrance located directly off the footpath on Lord Weaver Grove as well as from the beach side.

2.4. A clustering of native shrubs exists to the north and south of the club house which extend intermittently along the foreshore. A total of 10 indigenous and 14 introduced plant species have been recorded.

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



(Source: Intramaps taken April 2019)

- 2.6. The surrounding area is characterised by a mixture of informal vegetation and pathways leading to the beach. Land to the east is developed with residential dwellings ranging in height from one to two storeys. The immediate foreshore also includes bathing boxes and access to a public car park approximately 200m north of subject site with vehicle access from Williams Grove.
- 2.7. The subject site is located approximately 230m south west of the Bonbeach Activity Centre which includes Bonbeach train station. The Bonbeach Sports Reserve and Bonbeach Primary School are both located approximately 780 metres and 700 metres east of the site respectively.

3.0 TITLE DETAILS

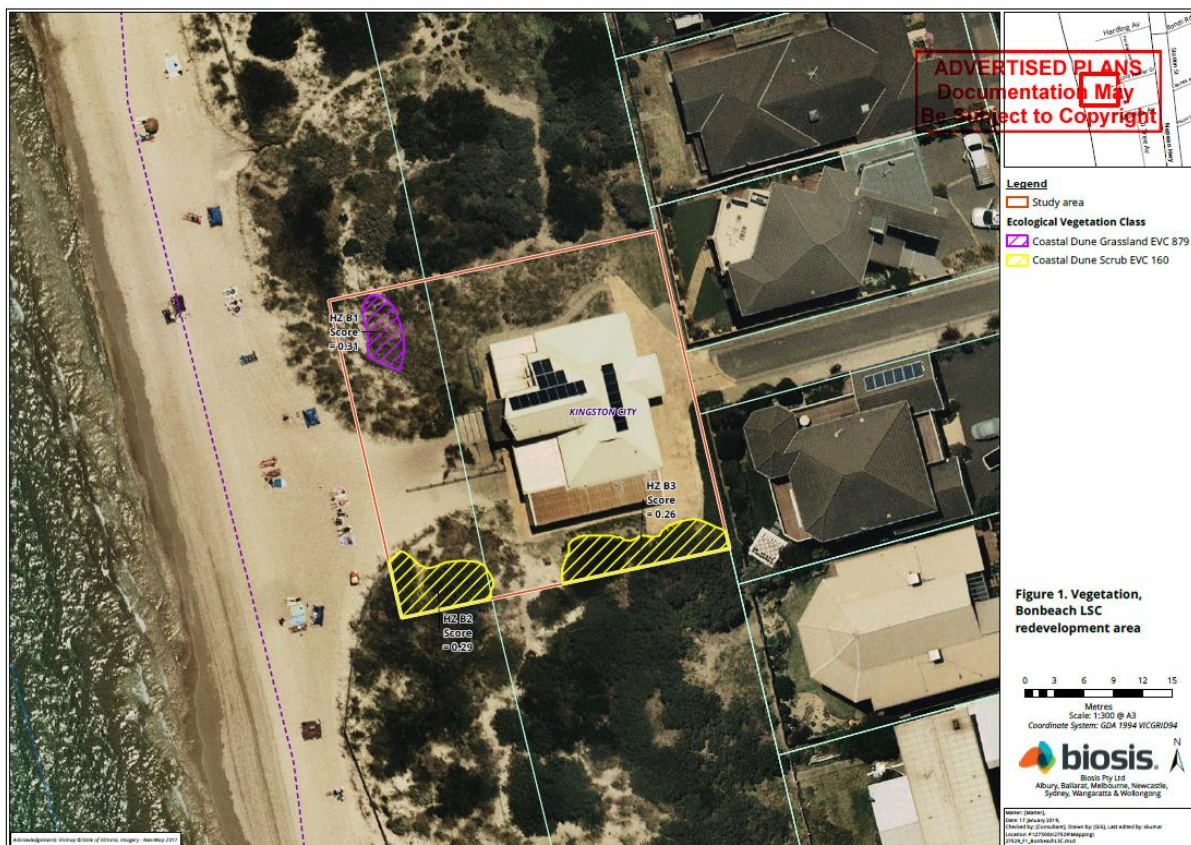
- 3.1. The subject site is located on Crown land. There are no restrictions listed on the Crown land.

4.0 PROPOSAL

- 4.1. The application seeks to permission to use the site as an innominate use (lifesaving club) and the removal of native vegetation.
- 4.2. The Club is proposed to be redeveloped within a two storey contemporary building with outdoor decking, balcony and boat ramp adjacent to beach (not part of this application consideration, as it is considered an as-of-right development), which comprises the following uses:
- Multipurpose training room
 - Kitchen, First Aid and change rooms
 - Lifesaving office and store room
- 4.3. The facility will support core Life Saving Club operations which includes:
- Beach patrol
 - Nipper education programs for juniors and school surf education programs
 - Life Saving Victoria CALD education programs (Culturally and Linguistically Diverse)

- Communities)
 - Community education training such as first aid course for beginners and All-Terrain Vehicle training.
- 4.4. Ancillary to the main Club operations also include for the ability for the space to be hired out to the general public as a community space for events (function centre). This is proposed to be an ancillary land use and is consistent with other Kingston lifesaving club buildings. Based on the floor area and maximum number of proposed occupants of the space at any given time is 98 patrons.
- 4.5. The proposal does not include a liquor licence. In the applicant's submission they have stated that each individual who hires the club/function centre will be responsible in obtaining their own temporary liquor licence.
- 4.6. The proposal does not include any advertising signage. This is largely because they rely on exemptions for signage under Clause 62 and 52.05 of the Scheme.
- 4.7. Details of proposed hours of operation of the entire facility, as per existing conditions are outlined:
 - 5.00am – 10.30pm Sunday – Thursday
 - 5.00am – 12.00 midnight - Friday – Saturday
 - Functions to finish by 11:30pm with building vacated by 12.00am on Friday and Saturdays.
 - The Bonbeach Life Saving Club facility is also proposed to operate outside of the standard hours of operation where required to do so in order to support core Life Saving or Emergency Services.
- 4.8. A total of 10 indigenous and 14 introduced plant species was recorded within the submitted ecological report. The vegetation to be removed is located within three clusters, one to the north and two to the south of the existing building.
- 4.9. The proposal seeks to remove 0.013ha of vegetation on the Bonbeach foreshore to accommodate the development of the new Bonbeach Lifesaving Club. This is proposed to be

made up of 0.002ha of Coastal Dune Grassland and 0.011ha of Coastal Dune Scrub within the following locations:



5.0 PLANNING CONTROLS

- 5.1. The subject site is located within a Public Park and Recreation Use Zone.
- 5.2. The subject site is also subject to a Design and Development Overlay Schedule 1 and 7.

Marine and Coastal Act

- 5.3. Pursuant to section 68(3) of the *Marine and Coastal Act 2018* (MCA), the application is deemed to be an application for consent for the redevelopment of the LSC and removal of 0.013ha of native vegetation on coastal Crown land. The proposed development is also subject to conditions. The Department of Environment, Land, Water and Planning (DELWP) has recommended that conditions given under the MCA consent be included on any planning permit issued. The MCA consent for use and development of coastal Crown land pursuant to s.70(1)(d) of the *Marine and Coastal Act 2018* has been provided on 23 December 2019. The

MCA consent will expire if the works are not completed within three years from the date of issue, unless an extension of time is applied for and granted by DELWP.

6.0 PLANNING PERMIT REQUIREMENTS

- 6.1. Pursuant to Clause 36.02-1 – Public Park and Recreation Zone of the Kingston Planning Scheme, a planning permit is required to use the land for a Life Saving Club (innominate use). The proposed hiring out of the club (as a function centre) will be an ancillary use.

The proposed buildings and works are exempt where carried out 'by or on behalf of a public land manager' under the Local Government Act 1989. As the construction of the proposal is to be carried out and funded by Kingston City Council, then the above exemption applies in this instance.

- 6.2. Pursuant to Clause 43.02 – Design and Development Overlay 1, a planning permit is not required as the proposal meets all of the general requirements within this overlay.
- 6.3. Pursuant to Clause 43.02 – Design and Development Overlay 7, a planning permit would typically be required for all external buildings or works outside within 4.5m of the foreshore reserve boundary (private land). The subject site is located on Crown Land on the foreshore reserve and therefore does not trigger approval under the overlay.
- 6.4. Pursuant to Clause 52.06-3 – Car Parking, a Planning Permit is not required as the use of the land for a lifesaving club is an innominate (unspecified) use, not tabled under Clause 52.06-5. However, pursuant to Clause 52.06-2, where a use of land is not specified, before a new use commences or the floor area or site area of an existing use is increased, car parking spaces must be provided to the satisfaction of the Responsible Authority.
- 6.5. Pursuant to Clause 52.17-2 – A planning permit is required to remove, destroy or lop native vegetation, including dead native vegetation. The permit applicant has relied on the planted vegetation exemption as part of the application. The requirements of this exemption have been satisfied with consent provided in accordance with Clause 52.17-7. It is also noted that offset requirements are applicable under Clause 52.17-5.

7.0 RELEVANT HISTORY

- 7.1. Council records indicate that there is no relevant planning history relating to this site.

8.0 AMENDMENT TO THE APPLICATION BEFORE NOTIFICATION

- 8.1. No amendments made.

9.0 ADVERTISING

- 9.1. The proposal was advertised by sending notices to adjoining and opposite property owners and occupiers and by maintaining two notices on the site for fourteen (14) days. No representations for or against this application have been received. However, one submission was received from a resident in Lord Weaver Grove advising that Council may wish to purchase their site for car parking purposes, this was forwarded onto Council's property department should it wish to be explored further.

10.0 REFERRALS

10.1. The application was referred to the following referral authorities

Internal Referrals

Department / Area	Comments
Council's Vegetation Management Officer	Council's Vegetation Management Officer advised of no objection to the proposal subject to the inclusion of conditions on any permit issued. It is noted some of these conditions have also been requested by DELWP.
Council's Officer CMP	Council's CMP officer advised of no objection, subject to the requirement for a construction management plan.
Council's Department Traffic	<p>Council's Traffic Engineer advised of no objection subject to conditions. These relate to:</p> <ul style="list-style-type: none"> due to the increase in floor area that no new activities to occur on the site as this would result in an increase in parking demand the collapsible bollard at the end of Lord Weaver Lane is required to be frangible to protect any errant vehicles from impact The swept path analysis showed that the disabled parking space is difficult to exit. The garage door of the LSV trailer must be located 1.3m south to provide a manoeuvring space for the vehicle to exit the disabled parking bay

External Referrals

Department	Section 52/55	Determining / Recommending	Objection	Comments
Department of Environment Land Water and Planning (DELWP)	55	Recommending	None	Advised of no objection subject to the inclusion of conditions on any planning permit issued.
Melbourne Water	52		None	Advised of no objection to the proposal and that the FFL (to AHD) provide adequate freeboard protection for the building in accordance with Melbourne Waters Planning for Sea Level Rise Guidelines and the state-wide Guidelines for Development in Flood Affected Areas (DELWP)
External Ecological Consultant				Council's City Development Department also engaged an external ecological consultant to undertake a peer review of the submitted documents, maps and to undertake an independent assessment of the permitted clearing of native vegetation. The peer review has been undertaken, and reviewers are satisfied with the vegetation assessment and conclusions provided.

11.0 RELEVANT POLICIES

11.1. Planning Policy Framework (PPF)

- Clause 11 – Settlement
- Clause 12 – Environmental and Landscape Values
- Clause 13 – Environmental Risks and Amenity
- Clause 15 – Built Environment and Heritage
- Clause 17 – Economic Development
- Clause 19.02 – Community Infrastructure

11.2. Local Planning Policy Framework (LPPF)

- Clause 21.03 – Environment and Landscape Values
- Clause 21.04 – Environmental Risks and Amenity

11.3. Zoning

11.4. Pursuant to Clause 36.02-1 – Public Park and Recreation Zone of the Kingston Planning Scheme, a planning permit is required to use the land for a Life Saving Club (innominate use).

The proposed buildings and works are exempt where carried out 'by or on behalf of a public land manager' under the Local Government Act 1989. As the construction of the proposal is to be carried out and funded by Kingston City Council, then the exemption applies in this instance.

11.5. Overlays

The following Overlay Controls apply to this site:

- Clause 43.02 – Design and Development Overlay
 - DDO1 – Urban Coastal Height Control Area
 - DDO07 – Urban Coastal Foreshore Setback Control Area

11.6. Particular Provisions

The following Clauses are applicable to this application:

- Clause 52.06 – Car Parking
- Clause 52.17 – Native Vegetation

11.7. General Provisions

Clause 65: Decision Guidelines

12.0 PLANNING CONSIDERATIONS:

12.1. Clause 11 (Settlement) seeks 'to facilitate sustainable development that takes advantage of existing settlement patterns, through the provision of zoned and serviced land.'

12.2. Clause 12.01-1S (Protection of biodiversity), Clause 12.01-2S (Native vegetation management) seeks to protect biodiversity and conservation of sites by ensuring that permitted clearing of native vegetation results in no net loss in the contribution made by native

vegetation to Victoria's biodiversity.

- 12.3. Clause 12.02-1S (Protection of coastal areas) seeks 'to recognise the value of coastal areas to the community, conserve and enhance coastal areas and ensure sustainable use of natural coastal resources.' This is balanced by Clause 12.02-2S (Coastal Crown land) which seeks 'to achieve coastal crown land development that provides an environmental, social and economic balance' The above is reflected within the local planning policy at Clause 21.03 (Environment and Landscape Values) which also seeks 'to retain the high value of Kingston's coastal environment' and 'to ensure sustainable social, economic and recreational use of the coast and foreshore'
- 12.4. Clause 13.01-1S (Natural Hazards and Climate Change) 'to minimise the impacts of natural hazards and adapt to the impacts of climate change through risk-based planning' Specifically in relation to coastal inundation and erosion as a result of sea level rise, Clause 13.01-2S seeks 'to plan for and manage the potential coastal impacts of climate change.' In response to the above objectives, a Coastal Hazard Vulnerability Assessment has been prepared for the site and the proposal has also been referred to Melbourne Water for comment who have not raised any objections to the proposal.
- 12.5. Clause 15.03-2S (Aboriginal cultural heritage) is discussed below in section 12.26.
- 12.6. Clause 17.04-2S (Coastal and maritime tourism and recreation) seeks 'to encourage suitably located and designed coastal, marine and maritime tourism and recreational opportunities.'
- 12.7. Clause 19.02-06S (Open Space) contained within Clause 19.02 (Community Infrastructure) seeks "to establish, manage and improve a diverse and integrated network of public open space that meets the needs of the community."
- 12.8. This is also reflected within the local planning policy at Clause 21.03 (Environment and Landscape Values), where objectives seek to 'maintain the diversity of flora and fauna habitats' balanced with 'to ensure sustainable social, economic and recreational use of the coast and foreshore' and 'to optimise community enjoyment of the foreshore.'
- 12.9. The redevelopment of the Bonbeach Life Saving Club is considered to make positive social and economic benefits to the greater area by facilitating the redevelopment of an existing community building which is considered to benefit the recreational needs for surrounding residents. The redeveloped Life Saving Club has also been located within a similar location as the existing club to limit the requirement to remove native vegetation and disturb the coastal land. The proposal has been reviewed by qualified ecologists who advise the redevelopment has been sited to minimise the loss of vegetation. On balance the proposal is considered to be consistent with relevant applicable policies contained within the Planning Policy and Local Planning Policy Framework.
- 12.10. **Zoning Provisions**
- 12.11. The application has been assessed against the relevant zoning (Public Park and Recreation Zone) and it is considered that the proposed use for a life-saving club is consistent with the purpose of the zoning controls contained within the Kingston Planning Scheme. It is reiterated that the development is as-of-right in this instance (pursuant to clause 36.02-2), being carried out 'by or on behalf of a public land manager'.

Use

- 12.12. The Public Park and Recreation Zone provides the following decision guidelines that a

responsible authority must consider in relation to use applications:

- *The comments of any public land manager or other relevant land manager having responsibility for the care or management of the land or adjacent land.*
- *Whether the development is appropriately located and designed, including in accordance with any relevant use, design or siting guidelines.*

12.13. The proposal is considered to be consistent with the purpose of the zone which seeks to recognise areas for public open space and protect areas of significance. The proposal will reinstate an existing use that complements the function of open space and seeks to re-establish removed native vegetation with a required amount of offset under Clause 52.17 (Native Vegetation).

12.14. The Bonbeach Life Saving Club has been in operation in the same location since 1932. The proposal is to reconstruct the building on the site with a maximum capacity of 98 patrons at any one time. The building will be owned by Council and will be leased out to the Bonbeach Life Saving Club. The new building will be upgraded with modernised facilities. The result of such will allow an efficient and safe operation of the club into the future, promoting safe swimming practices and education in water safety. The primary use of the site for life saving club operations will remain unchanged. The proposal will also have an ancillary community hire function (not changing the status quo).

12.15. The hours of operation sought are consistent with other lifesaving club operations which are considered appropriate for the surrounding area and will unlikely result in any unreasonable off-site amenity impacts. The Club has also sought to operate outside of the standard hours of operation where required to do so in order to support core Life Saving or Emergency Services. Accordingly, it is not considered appropriate to regulate or restrict the use, its member numbers or its hours of operation in terms of permit conditions. However, it is considered appropriate to include conditions that restricts the ancillary functions to be no later than 11.30pm (with the building to be vacated by 12am) and patron numbers to 98 to limit the potential for any off site amenity impacts and as a condition of permit to require a 'third party management plan'.

12.16. With the above recommendations, the proposed use and its ancillary components is consistent with the requirements and purpose of the zone.

Particular Provisions

12.17. The application has been assessed against the relevant particular provisions and it is considered that the proposed use meets the requirements contained within this section of the Kingston Planning Scheme.

12.18. The purpose of Clause 52.06 is to:

- To ensure that car parking is provided in accordance with the Municipal Planning Strategy and the Planning Policy Framework.
- To ensure the provision of an appropriate number of car parking spaces having regard to the demand likely to be generated, the activities on the land and the nature of the locality.
- To support sustainable transport alternatives to the motor car.
- To ensure that car parking does not adversely affect the amenity of the locality.

Pursuant to Clause 52.06-2, where a use of land is not specified, before a new use commences or the floor area or site area of an existing use is increased, car parking spaces must be provided to the satisfaction of the Responsible Authority.

The proposal does not include the provision of any car parking on-site. However, there is existing at grade car parking within the Crown Land accessed by Harding Avenue, which is the next accessible street to the foreshore, west of Weaver Grove. Further, the proposal is not changing the status quo in relation to on-site car parking. In addition to this, the State is encouraging the removal of car parking on Crown Land and would be unlikely to support the provision for any additional constructed car parking facilities on Crown Land.

Whilst it is acknowledged that there is an increase in floor area which may increase the demand for car parking there is deemed to be sufficient public car parking in the nearby feeder streets.

Council's Traffic Department also deems the proposal satisfactory in terms of car parking subject to conditions.

12.19. The purpose of Clause 52.17 is to:

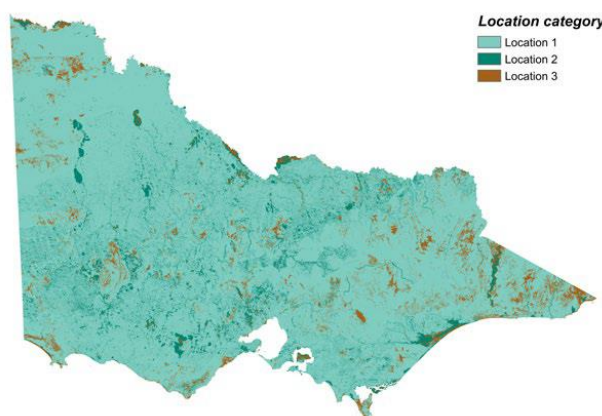
- Ensure that there is no net loss to biodiversity as a result of the removal, destruction or lopping of native vegetation. This is achieved by applying the following three step approach in accordance with the Guidelines for the removal, destruction or lopping of native vegetation (DELWP, 2017) (the *Guidelines*):
 1. Avoid the removal, destruction or lopping of native vegetation.
 2. Minimise impacts from the removal, destruction or lopping of native vegetation that cannot be avoided.
 3. Provide an offset to compensate for the biodiversity impact if a permit is granted to remove, destroy or lop native vegetation. To manage the removal, destruction or lopping of native vegetation to minimise land and water degradation.

12.20. In accordance with Clause 52.17-1, a planning permit is required to remove native vegetation including dead vegetation. An application to remove, destroy or lop native vegetation must comply with the application requirements specified in the *Guidelines*.

12.21. An application to remove native vegetation must comply with the application requirements outlined at Section 6.4 of the *Guidelines*.

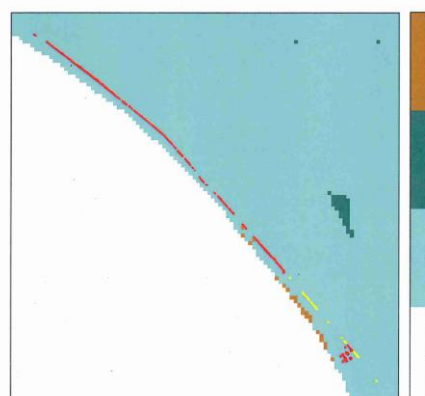
12.22. The submitted Biodiversity Assessment prepared by the permit applicant (and subsequently peer reviewed), is considered to address the relevant application requirements. The permit applicant outlines the type of native vegetation to be removed, the condition score of native vegetation and confirms the assessment pathway required by the Guidelines.

12.23. The subject site is located within Location 1.



[Source: DELWP]

1. Location map



[Source:]

DELWP]

12.24. The extent or overall area to be removed at part of this application is 0.013ha. This is less than 0.5ha and requires the application to be assessed under the basic assessment pathway specified below.

Table 3: Determining the assessment pathway

Extent of native vegetation	Location category		
	Location 1	Location 2	Location 3
Less than 0.5 hectares and not including any large trees	Basic	Intermediate	Detailed
Less than 0.5 hectares and including one or more large trees	Intermediate	Intermediate	Detailed
0.5 hectares or more	Detailed	Detailed	Detailed

¹¹ If the native vegetation to be removed does not meet the definition of a patch or a scattered tree outlined in section 3.1, the application is considered in the Basic Assessment Pathway.

[Source: DELWP]

12.25. The permit applicant submitted a Basic assessment pathway as required under the guidelines including the site based data which generates a native vegetation removal report, an avoid and minimise statement and offset requirements under the Guidelines. It is noted offset requirements are applicable at Clause 52.17-5 and appropriate conditions will be recommended to ensure a compliant offset is secured before the native vegetation is removed, if a permit were to issue.

12.26. Clause 52.17-4 states 'before deciding on an application, in addition to the decision guidelines in Clause 65, the responsible authority must consider the decision guidelines specified in the Guidelines as appropriate.' The applicable decision guidelines together with the planning officer's assessment is provided below:

Number	Decision Guideline	Response
1	<p>Efforts to avoid the removal of, and minimise the impacts on, native vegetation should be commensurate with the biodiversity and other values of the native vegetation, and should focus on areas of native vegetation that have the most value. Taking this into account consider whether:</p> <ul style="list-style-type: none"> • the site has been subject to a regional or landscape scale strategic planning process that appropriately avoided and minimised impacts on native vegetation • the proposed use or development has been appropriately sited or designed to avoid and minimise impacts on native vegetation • feasible opportunities exist to further avoid and minimise impacts on native vegetation without undermining the key objectives of the proposal. 	<p>The location of the Bonbeach Life Saving Club has been designed and located within the same location as the existing club (albeit on a larger building footprint) to limit the removal of vegetation.</p> <p>This is supported when balanced with the objectives of applicable planning policies as discussed above, particularly as the club is considered to make positive social and economic benefits to the greater area.</p>
2	The role of native vegetation to be removed in:	The site is not considered within any special water supply catchment areas

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	<ul style="list-style-type: none"> • Protecting water quality and waterway and riparian ecosystems, particularly within 30 metres of a wetland or waterway in a special water supply catchment area listed in the Catchment and Land Protection Act 1994. • Preventing land degradation, including soil erosion, salination, acidity, instability and water logging particularly: <ul style="list-style-type: none"> - where ground slopes are more than 20 per cent - on land which is subject to soil erosion or slippage - in harsh environments, such as coastal or alpine areas. • Preventing adverse effects on groundwater quality, particularly on land: <ul style="list-style-type: none"> - where groundwater recharge to saline water tables occurs - that is in proximity to a discharge area - that is a known recharge area. 	<p>listed in the <i>Catchment and Land Protection Act 1994</i>.</p> <p>The proposal is not considered to have any significant impacts on soil erosion and groundwater quality as replacement planting will occur in support of the dune system. This has also been identified within the submitted Coastal Hazard and Vulnerability Assessment.</p>
3	The need to manage native vegetation to preserve identified landscape values	The amount of native vegetation to be removed is 0.013ha. This is considered to be minimal and will preserve the landscape value of the existing coastal environment. It is also noted that replacement planting will occur as part of the redevelopment.
4	Whether any part of the native vegetation to be removed, destroyed or lopped is protected under the Aboriginal Heritage Act 2006.	The site has an approved Cultural Heritage Management Plan. This plan does not identify any native vegetation with cultural heritage significance.
5	The need to remove, destroy or lop native vegetation to create defensible space to reduce the risk of bushfire to life and property, having regard to other available bushfire risk mitigation measures.	Not applicable
6	Whether the native vegetation to be removed is in accordance with any Property Vegetation Plan that applies to the site.	Not applicable
7	Whether an offset that meets the offset requirements for the native vegetation to be removed has been identified and can be secured in accordance with the Guidelines.	Evidence has been provided that the required offsets of 0.003 general habitat units with a minimum strategic biodiversity value score of 0.200 can be obtained. Conditions in relation to offset requirements are recommended to form conditions of any planning permit issued.

Aboriginal Cultural Heritage

12.27. The Subject Land is identified as an area of Aboriginal Cultural Heritage Sensitivity.

- 12.28. 'The *Aboriginal Heritage Act 2006* (the Act) and *Aboriginal Heritage Regulations 2018* provides for the protection and management of Victoria's Aboriginal heritage with streamlined processes linked to the Victorian planning system. The Act also provides clear guidance to planners and developers about when, and how, Aboriginal cultural heritage needs to be considered, and in some situations, work cannot proceed until compliance is met. Large developments and other high impact activities in culturally sensitive landscapes can cause significant harm to Aboriginal cultural heritage'.
- 12.29. In this instance, the proposed activity is not exempt under the Regulations of the *Aboriginal Heritage Act 2018*, the Permit Applicant is required to prepare and submit a Cultural Heritage Management Plan (CHMP) to Council. Accordingly, CHMP 16224 prepared on 19 July 2019 has been prepared by a qualified Cultural Heritage Advisor and submitted to Council. The Plan was approved by the Director Heritage Services Aboriginal Victoria, acting under authority delegated by the Secretary, Department of Premier and Cabinet on 23 July 2019.
- 12.30. The approved CHMP contains the results of an assessment of the potential impact of the proposed activity on Aboriginal cultural heritage. Further, it outlines measures to be taken before, during and after the activity in order to manage and protect Aboriginal cultural heritage in the activity area. Notes are recommended to form any planning permit issued to ensure the all works are carried out in accordance with the approved CHMP.

13.0 CONCLUSION:

- 13.1. On balance, the proposal is considered to substantially comply with the relevant planning policy and therefore should be supported
- 13.2. As outlined above, it has been determined that prior to deciding on this application all factors pursuant to section 12 and 60(1) of The Act have been considered. Further to this, the proposal does not give rise to any significant social and economic effects.

14.0 RECOMMENDATION

- 14.1. That Council determine to support the proposal and issue a Planning Permit to use the site as an innominate use (Lifesaving Club) and the removal of native vegetation at 15 Lord Weaver Grove, Bonbeach, subject to the following conditions:
1. Before any permitted clearing of native vegetation 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 form part of this permit. All works constructed or carried out must be in accordance with the endorsed plan. The plans must be drawn to scale with dimensions and georeferenced that clearly show:
 - i. the location and identification of the land affected by this permit, including standard parcel identifiers for freehold land;
 - ii. all native vegetation to be retained and describing the measures to be used to protect the identified vegetation during construction
 - iii. the location and area of all native vegetation present, including scattered trees, that are permitted to be removed under this permit; and
 - iv. the location and area of all planted vegetation to be removed.
 2. The use and vegetation removal as shown on the endorsed plans must not be altered without the written consent of the Responsible Authority.

Traffic

3. The collapsible bollard at the end of Lord Weaver Lane must be frangible.
4. The garage door of the LSV trailer must be located 1.3m south to provide a manoeuvring space for the vehicle to exit the disabled parking bay

Cultural Heritage Management Plan

5. All works must be carried out in accordance with the Cultural Heritage Management Plan 16224 dated 19 July 2019 prepared by Biosis.

Department of Environment, Land, Water and Planning

6. The works are to be carried out generally in accordance with application:
 - 'BONBEACH LIFESAVING CLUB REDEVELOPMENT' received on 01/11/19 prepared by Kingston City Council.
7. Any modification to the works proposed will require further approval by the Regional Director, Port Phillip Region, Department of Environment, Land, Water and Planning (DELWP).
8. Prior to works commencing, a construction environmental management plan must be prepared to the satisfaction of Kingston City Council.
9. All revegetation must utilise indigenous species.
10. Indigenous vegetation (other than approved under this consent) must not be damaged or removed as a result of the works.
11. The construction site must be managed in accordance with EPA Publication No. 981 Reducing Stormwater Pollution from Construction Sites (May 2005).
12. Construction equipment, building materials, refuse and site run-off must be contained and controlled and not permitted to impact on the beach or enter Port Phillip Bay.
13. All works must be completed and maintained to the satisfaction of Kingston City Council.
14. This consent under the *Marine and Coastal Act 2018* will expire if the works are not completed within three years of the date of issue, unless an extension of time is applied for and granted by the Regional Director, Port Phillip Region, DELWP.

Vegetation Removal Conditions

15. Before works start, the permit holder must advise all persons undertaking the vegetation removal or works on site of all relevant permit conditions and associated statutory requirements or approvals.
16. The total area of native vegetation proposed to be removed totals 0.013ha, comprised of:
 - a) 3 patches of native vegetation with a total area of 0.013ha.
17. To offset the permitted clearing in accordance with Guidelines for the removal, destruction or lopping of native vegetation (DELWP 2017), the permit holder must secure general offset of 0.003 general habitat units:
 - a) located within the Port Phillip and Westernport Catchment Management boundary or Kingston municipal area.
 - b) with a minimum strategic biodiversity score of at least 0.2.

18. Before any native vegetation is removed, evidence that the required offset by this permit has been secured must be provided to the satisfaction of the responsible authority. This evidence must be one or both of the following:
 - a) an established first party offset site including a security agreement signed by both parties, and a management plan detailing the 10-year management actions and ongoing management of the site, and/or
 - b) credit extract(s) allocated to the permit from the Native Vegetation Credit Register.
19. A copy of the offset evidence will be endorsed by the responsible authority and form part of this permit. Within 30 days of endorsement of the offset evidence, a copy of the endorsed offset evidence must be provided to Planning Approvals at the Department of Environment, Land, Water and Planning, Port Phillip regional office.
20. Where the offset includes a first party offset(s), the permit holder must provide an annual offset site report to the responsible authority by the anniversary date of the execution of the offset security agreement, for a period of 10 consecutive years. After the tenth year, the landowner must provide a report at the reasonable request of a statutory authority.
21. Within 6 months of the conclusion of the permitted clearing of native vegetation under this permit, the offset requirements can be reconciled with the written agreement of the responsible authority and the Department of Environment, Land, Water and Planning.
22. Within the area of native vegetation to be retained and any tree protection zone associated with the permitted use and/or development, the following is prohibited:
 - a) Any vehicle or pedestrian access, trenching or soil excavation, and
 - b) Storage or dumping of any soils, materials, equipment, vehicles, machinery or waste products, and
 - c) Entry or exit pits for underground services, and
 - d) Any other actions or activities that may result in adverse impacts to retained native vegetation.

Construction Management Plan (CMP)

23. Prior to the commencement of any buildings and works on the land (including vegetation removal), a Construction Management Plan (CMP) must be submitted to the satisfaction of the Responsible Authority. The CMP must be prepared in accordance with the City of Kingston Construction Management Guidelines, October 2016 (and any superseding versions and/or documents) and include a completed copy of the CMP checklist. The CMP must respond to, but is not limited to the following requirements:
 - i. Element 1 - Public Safety, Amenity and Site Security.
 - ii. Element 2 - Traffic Management
 - iii. Element 3 - Stakeholder Management.
 - iv. Element 4 - Operating Hours, Noise and Vibration Controls.
 - v. Element 5 - Air Quality and Dust Management.
 - vi. Element 6 - Stormwater and Sediment Control.
 - vii. Element 7 - Waste and Materials Re-use.
 - viii. Element 8 – Vegetation
 - ix. A detailed description of the measures to be implemented to protect the native vegetation to be retained during construction works, and the person/s

responsible for implementation and compliance. These measures must include the erection of a native vegetation protection fence around all native vegetation to be retained on site, to the satisfaction of the responsible authority, including the tree protection zones of all native trees to be retained. All tree protection zones must comply with AS 4970-2009 Protection of Trees on Development Sites, to the satisfaction of the responsible authority.

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.

Ancillary Use

24. A Third Party Hire Agreement must be prepared for the ancillary function centre and submitted to the satisfaction of the responsible authority in accordance with Kingston City Council's *Lease and Licence Policy 2018* (or as amended time to time). The Agreement will then be endorsed and form part of the permit. This Agreement must include, but is not limited to the following information:
 - a) The suggested strategies for the management of patrons departing the premises
 - b) A section that provides for a nominated person and contact details for each event; and
 - c) A copy of the planning permit.

25. Prior to the commencement of the ancillary use, a register must be prepared which manages and records any complaints regarding the operation of the premises during events held by third parties. The register must be held on-site and available to inspect at any time by the responsible authority.

26. The ancillary use must only operate during the following hours unless with the written consent of the Responsible Authority:

Sunday – Thursday	5.00am – 10.30 pm
Friday – Saturday	5.00am – 12 midnight

27. Functions held at the venue on a Friday or Saturday must not operate later than 11.30pm on the day of the function, with the building vacated by 12 midnight on these day.

28. No more than 98 patrons are permitted at any one time within the ancillary function centre.

General amenity conditions

29. The amenity of the area must not be detrimentally affected by the use, through the:
 - a) Transport of materials, goods or commodities to or from the land.
 - b) Appearance of any building, works or materials.
 - c) Emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam,
 - d) soot, ash, dust, waste water, waste products, grit or oil.
 - e) Presence of vermin.
 - f) Any other way.

30. The use of the site shall not cause nuisance or be detrimental to the amenity of the neighbourhood by the emission of noise. In this regard any nuisance shall be assessed in accordance with the Australian Standards A51055 and A52107 relating to the measurement of Environmental Noise and recommended sound levels.

Time Limit

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31. 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 use and works are not started before two (2) years from date of this permit.
 - The works are not completed before four (4) years from the date of permit issue.
 - The use is discontinued for a period of two (2) years.

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

Note: All buildings and works must be carried out in accordance with the approved Cultural Heritage Management Plan as required by the *Aboriginal Heritage Act 2006*. A copy of the approved CHMP must be held on site during the construction activity.

In the event Council wishes to refuse the application, it can do so on the following grounds:

1. The proposal fails to comply with the purpose of Clause 36.02 Public Park and Recreation Zone of the Kingston Planning Scheme;
2. The proposal fails to comply with the purpose of Clause 52.17- Native Vegetation Removal of the Kingston Planning Scheme; and
3. The proposal fails to satisfy all the requirements, relevant guidelines and objectives of Clause 52.06 Car Parking of the Kingston Planning Scheme.

Appendices

Appendix 1 - KP-2019/629 - Bonbeach Life Saving Club Clubhouse, 15 Lord Weaver Grove, BONBEACH - CONSIDERED PLANS (Ref 20/1217) 

Author/s: Amy Lin, Statutory Planning
Reviewed and Approved By: Jeremy Hopkins, Team Leader Statutory Planning
Jonathan Guttman, General Manager Planning and Development

8.2

KP-2019/629 - 15 LORD WEAVER GROVE BONBEACH

- 1 KP-2019/629 - Bonbeach Life Saving Club Clubhouse, 15
Lord Weaver Grove, BONBEACH - CONSIDERED PLANS..... 61**

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BONBEACH LIFE SAVING CLUB

Beach Reserve, Lord Weaver Grove, Lord Weaver Grove, Bonbeach VIC 3196
 17020-ARCHITECTURAL DRAWINGS



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- 1 PLANNING PERMIT 15/01/2019
- 2 PLANNING PERMIT 15/01/2019
- 3 PLANNING PERMIT 15/01/2019

TOWN PLANNING

Client
KINGSTON CITY COUNCIL

Project
BONBEACH LIFE SAVING CLUB
 Beach Reserve, Lord Weaver Grove, Lord Weaver Grove, Bonbeach VIC 3196

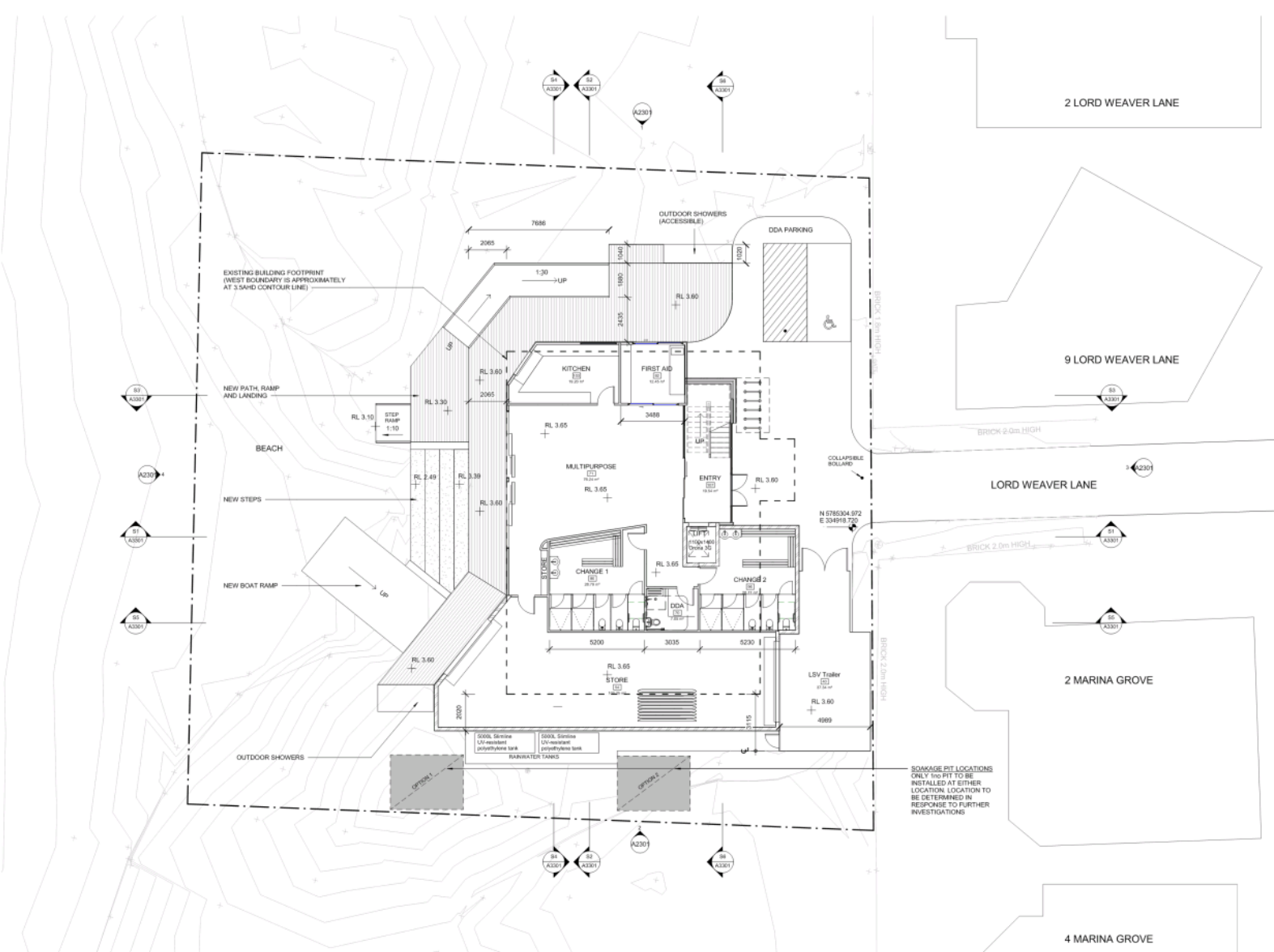
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Project Director	MP	Rev.	3
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17020-A000			

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Rev	Description	By	Date
1	FOR FRONT APPROVAL		15/08/2018
2	FOR COST ESTIMATION		07/09/2018
3	FOR COST ESTIMATION		07/09/2018
4	ISSUED AS SUBJECT TO COPYRIGHT		14/09/2019
5	FOR DISCUSSION		14/09/2019
6	RESPONSE TO CHVA		17/07/2019
7	PLANNING ISSUE		20/09/2019
8	PLANNING RFI		15/10/2019
9	PLANNING RFI		15/10/2019



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TOWN PLANNING

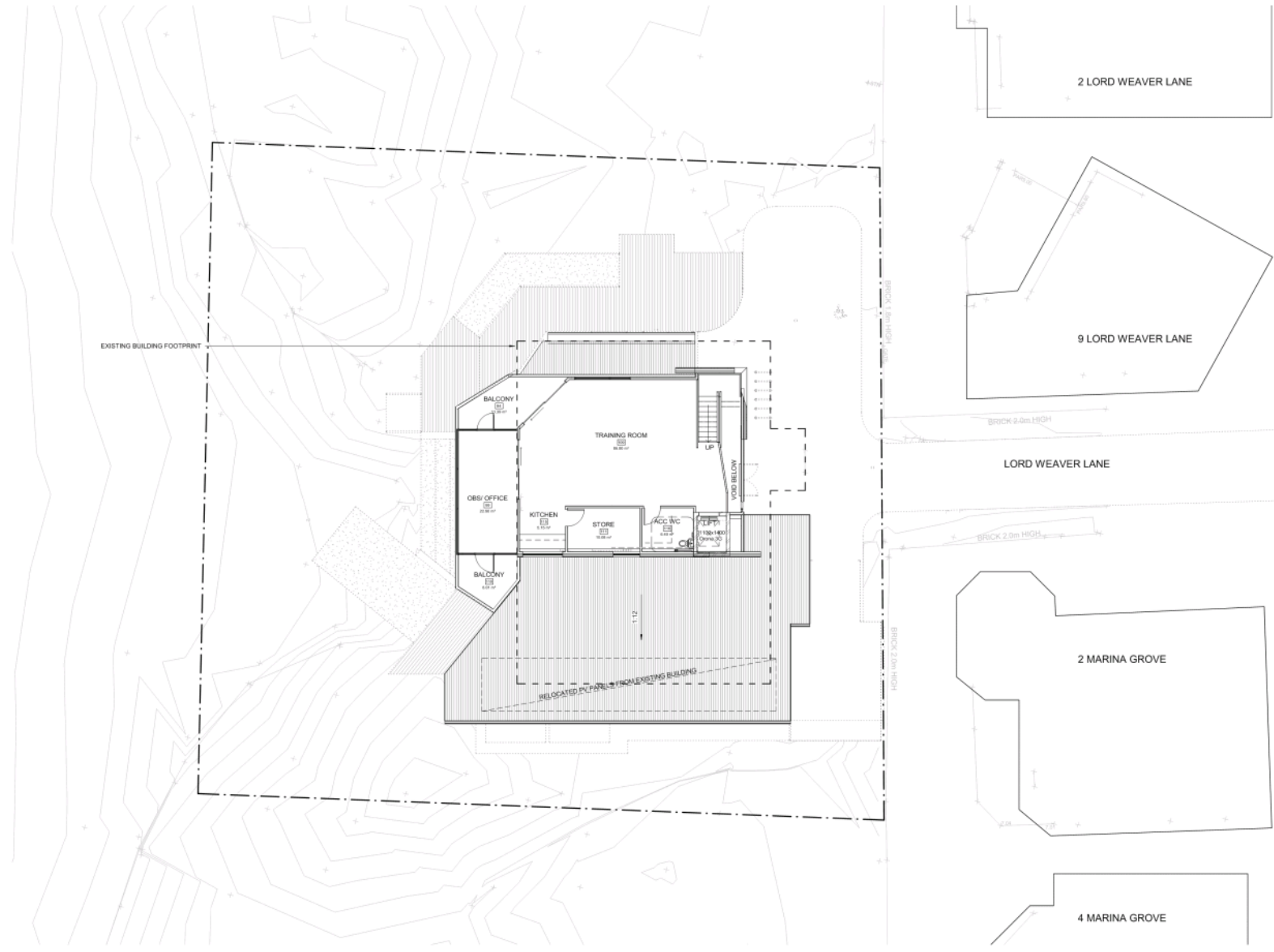
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Project
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 Beach Reserve, Lord Weaver Grove, Lord Weaver Grove, Bonbeach VIC 3198

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	North		

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3	FOR COST ESTIMATION	MP	07/09/2018
4	ISSUED FOR CONSIDERED PLANS	MP	14/09/2019
5	FOR DISCUSSION	MP	14/09/2019
6	RESPONSE TO CHVA	MP	17/07/2019
7	PLANNING ISSUE	MP	20/09/2019
8	PLANNING RFI	MP	15/10/2019
9	PLANNING RFI	MP	15/10/2019

TOWN PLANNING

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BONBEACH LIFE SAVING CLUB
Beach Reserve - Lord Weaver Grove, Lord Weaver Grove, Bonbeach VIC 3198

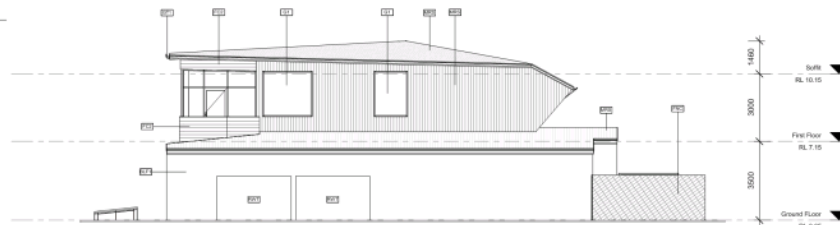
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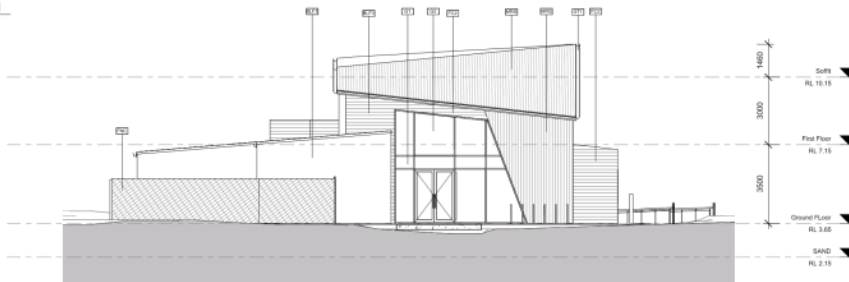
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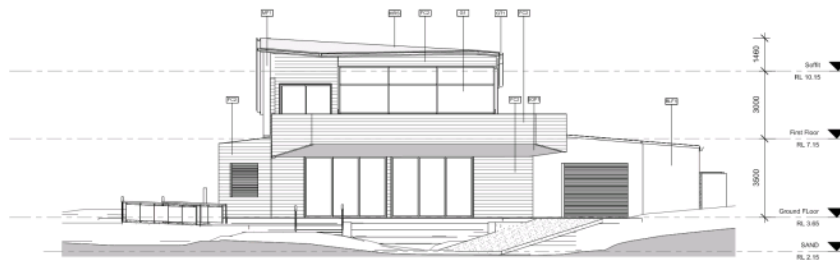
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4 WEST ELEVATION
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LEGEND

- MRS ALUMINIUM ROOFING & CLADDING
PERMALITE L77 PROFILE
ALUMINIUM STUCCO FINISH
- FC1 WEATHERBOARD PROFILE FC SHEET
LINEA SCYON JAMESHARDE
- FC2 WEATHERBOARD PROFILE FC SHEET
LINEA SCYON JAMESHARDE
- FAS1 ALUMINIUM ALLOY FLASHINGS
PERMALITE
COLOUR TO MATCH ROOFING
- BLP1 BLOCKWALL WITH RENDERED FINISH
NATIONAL MASONRY
- G1 DOUBLE GLAZING
- G2 CERAMIC FRIT PATTERNS
DOUBLE GLAZING
- SG SPANDREL PANEL
VREDEAN CERAPHIC
AND GREY
- RW1 500L SLOPINE RAIN WATER TANK
UV STABILISED POLYETHYLENE
WHITE
- FNC MESH FENCING
HOT DIPPED GALVANISING
PLY TEC FENCING
- GTR1 HALF ROUND GUTTER
PERMALITE
- SDF1 PRE-STAINED TIMBER BOARDS

Rev	Description	By	Date
1	FOR FRONT APPROVAL		15/10/2019
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8	PLANNING RFI		15/10/2019

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Project
BONBEACH LIFE SAVING CLUB
Beach Reserve - Lord Weaver Grove, Lord Weaver Grove, Bonbeach VIC 3198

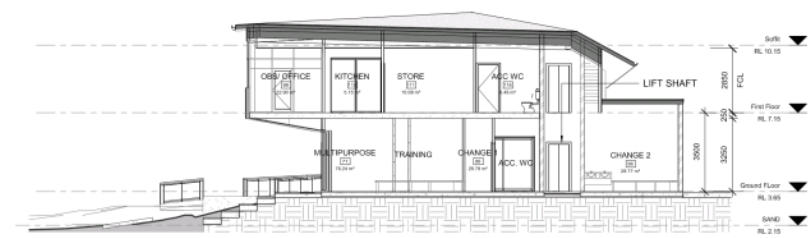
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Project Director	MP	Rev.	8
Drawing Number	North		
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5 SECTION 5
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6 SECTION 6
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3 SECTION 3
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Rev	Description	By	Date
1	PLANNING PERMITTED	MP	15/10/2019
2	PLANNING PERMITTED	MP	15/10/2019
3	PLANNING PERMITTED	MP	15/10/2019

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Beach Reserve, Lord Weaver Grove, Lord Weaver Grove, Bonbeach VIC 3196

Drawing Title
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Drawn	Author	Scale	1:100@A1
Project Architect	EP	Date	15/10/2019
Project Director	MP	Rev.	3
Drawing Number	North		
17020-A3301			

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Ordinary Meeting of Council

28 January 2020

Agenda Item No: 8.3

PROPOSED AMENDMENT TO MORDIALLOC ALCOHOL FREE ZONE

Contact Officer: Tim Gray, Acting Team Leader, Local Laws
Neil Sheppard, Team Leader Local Laws

Purpose of Report

The purpose of this report is to consider a request from the Mordialloc Police to amend the current hours of the Mordialloc Alcohol Free Zone to make this zone a 24 hour all year long alcohol-free zone. This report provides feedback on the consultation undertaken.

It is intended that a representative of Victoria Police will attend the Councillor Information Session on 20 January 2020 to provide further basis for this request to 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 proceed with amending the current Mordialloc alcohol free zone to become a 24-hour alcohol free zone.

1. Executive Summary

This report outlines the current gazetted alcohol-free zone in Mordialloc and the request from Mordialloc Police to amend the current hours to make the zone a 24-hour alcohol-free zone and feedback from the consultation process.

The report also outlines the statutory process to amend the current alcohol-free zone at the Mordialloc foreshore.

2. Background

The Mordialloc alcohol-free zone was first declared in October 1999 between 1 October to 31 March and the hours of 9pm and 7am. This was amended in 2006 to make the zone operate all year round between the hours of 9pm and 7am and to include the area known as Pompei's Landing.

The current Mordialloc alcohol free zone is depicted in the following map:



There has been no request from Victoria Police to extend the boundaries of the current zone.

On 7 October 2019 Council received a request from Mordialloc Police to amend the hours of the current Mordialloc alcohol-free zone. The current alcohol-free zone operates 9pm to 7am year-round. Police have requested to make this alcohol-free zone a year round 24-hour zone.

Mordialloc Police have advised that the summer period sees a significant increase in the use of the Mordialloc foreshore area throughout the Kingston Police Service Area (PSA), particularly in foreshore areas from Mordialloc to Carrum, to which significant police resources are allocated.

The Mordialloc Pier and Peter Scullin Reserve traditionally sees an influx of families during hot weather. In previous summers Victoria Police have reported an increase in young males attending the pier who drink alcohol and engage in anti-social behaviour, particularly during the day/afternoon. There have been several assaults and public order incidents on and around the pier.

A number of public order incidents also occur at the Gnotuk Ave Beach Car park which currently has a 24-hour alcohol free zone in place which assists Victoria Police to reduce the number of alcohol related incidents.

Amending the alcohol-free zone in the Mordialloc area to a 24-hour zone will bring it in line with Chelsea and Carrum while:

- Providing a consistency for the community in relation to council and police expectations around alcohol consumption.
- Discouraging groups gathering and consuming alcohol therefore providing a more family friendly environment for the public at the foreshore during the summertime.

Subsequent to the consultation process Inspector Matt Mulcahy (Kingston Local Area Commander) of the Victoria Police has again reinforced that the Police are supportive of a 24 hour Alcohol Ban in Mordialloc.

3. Discussion

Mordialloc Police state that increasing the current hours from 9pm-7am to year-round 24-hour alcohol-free zone would give them an additional avenue to address the anti-social behaviour and alcohol related litter problems, in the affected areas occurring before 9pm. This would enable a member of Victoria Police to warn and/or fine a person for possessing alcohol within the zone and request its removal.

Police state that behaviour of persons consuming alcohol within the Mordialloc precinct is having a negative impact on residents, visitors and businesses alike.

In 2019 there have been three direct incidents where there has been alcohol involved in public order and assault related offences. This does not include recent incidents that occurred on 16 December 2019 and 19 December 2019 which is still under investigation. There have been several other incidents of affray, and assault with no known direct link to alcohol.

3.1 Council Plan Alignment

Goal 4 - Our free-moving safe, prosperous and dynamic city
Direction 4.5 - Keeping our community safe and protected

Alcohol free zones help Victoria Police to ensure popular highly used public places can be enjoyed by all the community without having to experience alcohol related anti-social behaviour.

Victoria Police is the primary agency dealing with anti-social and inappropriate behaviour associated with the consumption of alcohol in the community.

Council relies on Victoria Police to identify known areas within the municipality where alcohol consumption in public areas creates a public nuisance and affects Council's abilities to provide a safe environment for residents and visitors.

3.2 Consultation/Internal Review

Council advertised its proposal to consider amending the current hours to meet statutory requirements and provide the community, including residents, businesses and other users of the area, with an opportunity to comment.

Consultation was undertaken using social media and local Leader newspapers distributed throughout the municipality.

During the consultation process Council received **68** comments through the "Have Your Say" survey on the Kingston website.

39 submissions were against the proposal.
29 submissions supported the proposal.

Comments received through the consultation process have indicated that the majority of submissions raise concerns about over governance in this popular area. Submissions state that the proposed amendment is unnecessary and that the current restrictions are sufficient, allowing reserve users to enjoy a glass of wine prior to the 9pm restrictions commencing.

Further comments received ask why the behaviour of a minority should affect the majority of law abiding reserve users being able to enjoy a social drink at the foreshore reserve on pleasant days.

Submissions in support of the proposal stated that the ban will assist in reducing alcohol-related violence which was experienced last summer and will make the area more family friendly.

Should Council determine to amend the current gazetted alcohol-free zone, the *Local Government Act 1989* prescribes the process to be undertaken. This includes the following:

- Consideration of submissions
- Council's formal adoption of the amended alcohol-free zone
- Advertising in the Victorian Government Gazette and newspapers circulating in the municipality

3.3 Options

3.3.1 Option 1 - Option 1 – Implement the proposed change to the alcohol-free zone at Mordialloc

Council will need to resolve to give notice of its intention to increase the current hours within the defined Mordialloc Alcohol Free Zone.

This option is recommended.

3.3.2 Option 2 - Do not progress this request from Victoria Police

Council maintains a strong relationship with Victoria Police and as the primary enforcement agency responsible for managing alcohol related anti-social behaviour to not take its request forward may potentially limit the effectiveness of its policing.

Although Victoria Police believe it appropriate that consideration be given to a 24 hour ban, the majority of comments received through the consultation process indicate the amendment is unnecessary and not wanted.

This option is not recommended.

4. Conclusion

4.1 Environmental Implications

Council Officers believe the amended hours may lead to reduced alcohol related littering within the zone.

4.2 Social Implications

The introduction of a 24-hour alcohol free zone will lead to a safer and an improved environment for foreshore users.

However, Council needs to ensure that this is balanced with the social and recreational needs of foreshore visitors. Victoria Police have stated that their request to amend the zone hours is to assist with alcohol related anti-social behaviour only.

Mordialloc Police believe that a 24-hour zone would enable them to address the possession of alcohol at all times of the day throughout the year. This will provide them with an additional avenue to address all alcohol related behaviour all year long particularly on hot days during the summer period.

Comments received through the consultation process have indicated that the majority of submissions raise concerns about over governance and that the proposed amendment will affect the ability of families to enjoy a social drink of alcohol prior to the 9pm restrictions commencing.

4.3 Resource Implications

There would be a cost to amend the installed signage that is currently in place within the Mordialloc alcohol free zone.

Current signage states the restrictions are from 9pm to 7am. This can be changed quickly and at low cost by the use of 24 Hour Zone stickers placed over the top of the current time restrictions.

There will be no additional Council resources required.

4.4 Legal / Risk Implications

There may be an expectation from the community of a higher level of enforcement which may require Victoria Police to task additional patrols and resources. Ultimately this is a matter for Victoria Police recognising the competing demands placed on its service provision.

Appendices

Appendix 1 - AFZ-Mordialloc (Ref 19/254065)  [↓](#)

Appendix 2 - VicPol request for Mordialloc AFZ amendment (Ref 19/254067)  [↓](#)

Author/s: Tim Gray, Acting Team Leader, Local Laws
Neil Sheppard, Team Leader Local Laws

Reviewed and Approved By: Jaclyn Murdoch, Manager Compliance and Amenity
Jonathan Guttman, General Manager Planning and
Development

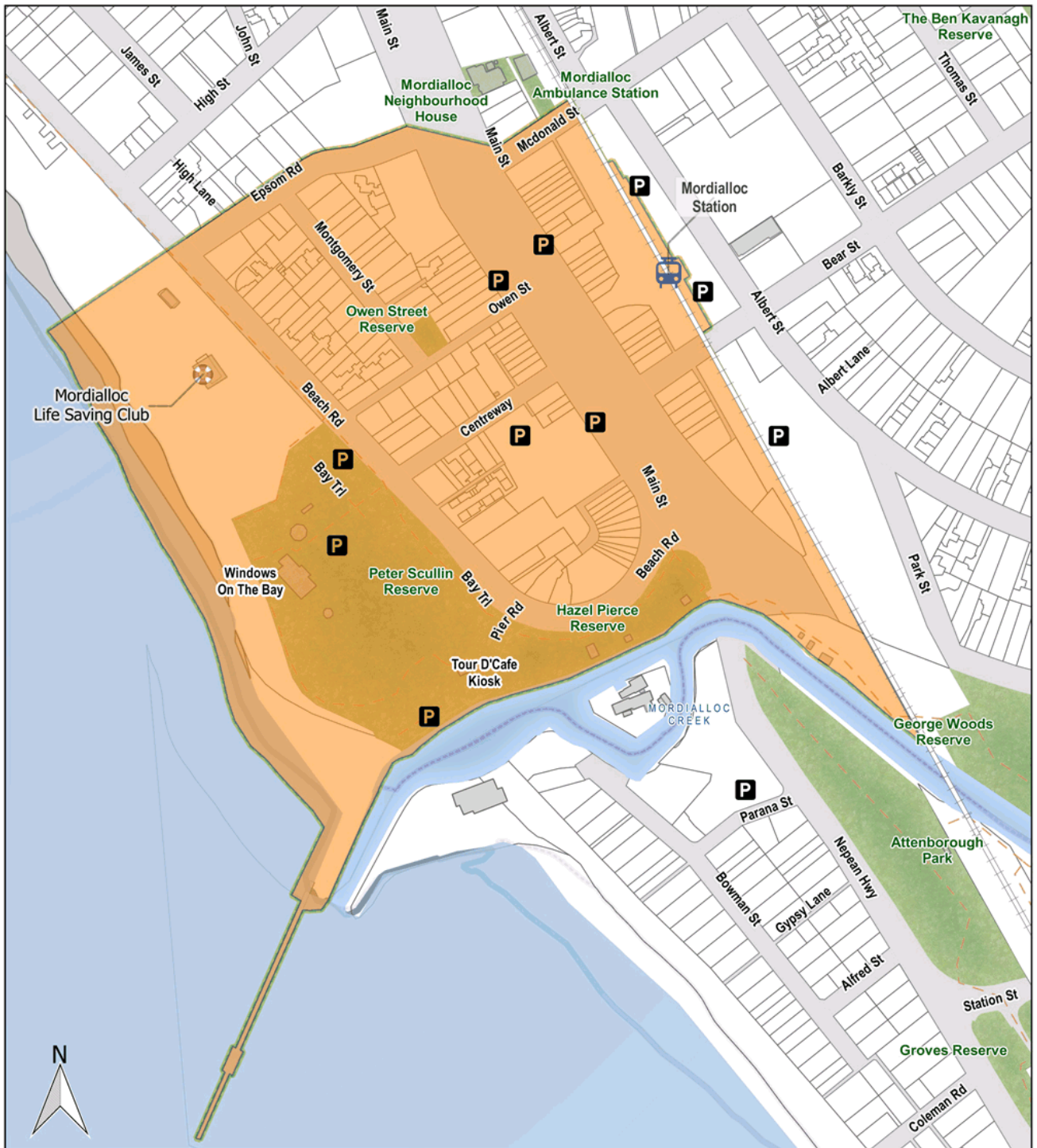
8.3

PROPOSED AMENDMENT TO MORDIALLOC ALCOHOL FREE ZONE

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Mordialloc Alcohol Free Zone

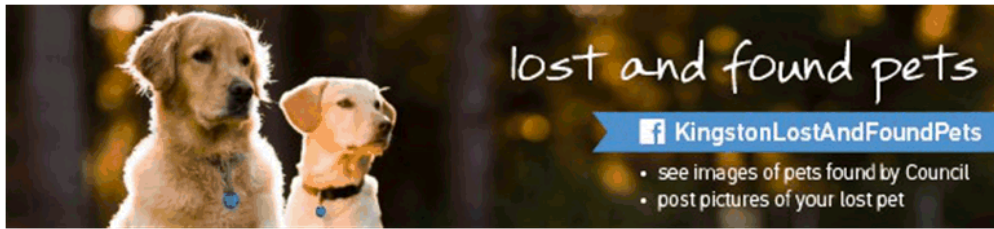
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The information on this map is derived from internal and external sources. Care was taken in the creation of this map. City of Kingston cannot accept any responsibility for errors, omission, positional accuracy.
 Map created on 20/11/2015.

City of
KINGSTON

- 9pm to 7am Alcohol Free Zone
- P Parking



From: Mitchell, Rebecca <bec.mitchell@police.vic.gov.au>
Sent: Monday, 7 October 2019 1:25 PM
To: Wayne Lawson <Wayne.Lawson@kingston.vic.gov.au>
Subject: Mordialloc Alcohol Free Zone [DLM=For-Official-Use-Only]

For Official Use Only

Good Afternoon Wayne,

I would like to request the existing Mordialloc Alcohol Free Zone to be extended from 2100-0700 to a 24 hour ban.

Chelsea and Carrum foreshore areas currently operate on the 24 hour ban.

The summer period sees a significant increase in the use of the Mordialloc foreshore area throughout the Kingston Police Service Area (PSA). The southern part of the PSA from Mordialloc to Carrum is a very taxing area upon police resources. The Beach foreshore and surrounds are seen as a seasonal Significant Risk Community Location to which significant police resources must be tasked annually. The Mordialloc Pier – Peter Scullin Reserve is traditionally sees an influx of families during hot weather. Over previous summer periods this location has seen a rise in young males attending the pier who drink alcohol and engage in anti-social behaviour, particularly during the day/afternoon. There have been several assaults on and around the pier. Known hot spot locations featured heavily in previous summer periods, with the Mordialloc RWS, Main Street, Foreshore and Peter Scullin Reserve adjacent to the foreshore recording the highest number of public order incidents in the Kingston PSA. A large number of public order incidents also occur at the Gnotuk Ave Beach Car park.

The 24 hour ban in the Mordialloc Alcohol Free Zone will bring it in line with Chelsea and Carrum while:

- Providing a consistency for the community in relation to council and police expectations around alcohol consumption.
- Discouraging groups gathering and consuming alcohol before the current 9.00pm curfew therefore providing a more family friendly environment for the public at the foreshore during the summertime.

I would appreciate you forwarding this to the council for consideration.

If you require any further, please let me know.

Kind regards,

Bec MITCHELL | Acting Sergeant 34641 | Mordialloc Uniform | 31 Albert Street, Mordialloc 3192 | DX 212158
 Telephone 9588 2988 | e-mail bec.mitchell@police.vic.gov.au

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Ordinary Meeting of Council

28 January 2020

Agenda Item No: 8.4

SUBMISSION TO THE DRAFT MELBOURNE INDUSTRIAL AND COMMERCIAL LAND USE PLAN

Contact Officer: Bianca Coughlan, Principal Strategic Planner

Purpose

The Department of Environment, Land, Water and Planning (DELWP) has released a draft Melbourne Industrial and Commercial Land Use Plan (MICLUP). The aim of this Plan is to provide clarity and certainty around how industrial and commercial areas are planned to ensure they operate efficiently and remain viable.

Subject to resolution of the issues identified in the attached submission, Council officers are generally supportive of the Plan as drafted as it provides a framework which will enable robust planning by Council for future Employment needs.

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.

RECOMMENDATION

That Council endorse the submission to the draft Melbourne Industrial and Commercial Land Use Plan at Appendix 1.

1. Executive Summary

DELWP has released the draft MICLUP for comment. This plan will be used to guide regional and local planning for industrial and employment land and will need to be considered by Council when reviewing and updating local policies and provisions within the Kingston Planning Scheme. The plan also includes proposed guidance to support local Council's when developing local industrial land use strategies.

While broadly supportive of the plan and information contained within it, Council officers have prepared a submission on the draft report which provides feedback in relation to the following key matters:

- The need for greater engagement and consultation through the Southern Economy and Planning Working Group which is coordinated by the Department of Jobs, Precincts and Regions.
- The need for further review of the suggested 150,000 sqm allocation of office and new retail floorspace within Kingston to 2031. Such a provision appears unrealistic in the current retail climate and equates to a required gross leasable floor area in excess of Westfield Southland to 2031.

- Support for forecasts in relation required office floor space to 2031 noting the significant investment currently occurring in Kingston's industrial precincts through developments such as Morris Moore in Moorabbin.
- Outlines concerns in relation the designation of both the Clayton Business Park and Southern Road sites as 'Regionally Significant Industrial Land' and the extent to which this would prevent a future transition to mixed use or residential.
- Notes inconsistencies between designation of land in MICLUP with policies contained in the Kingston Planning Scheme and the Kingston Industrial Land Strategy (1997).
- Clarifies a number of factual inaccuracies in relation the designation of land in the Kingston Green Wedge.

Noting the feedback outlined above, it is recommended that Council endorse the submission at Appendix 1 to the draft Melbourne Industrial and Commercial Land Use Plan.

2. Background

DELWP has released the draft MICLUP for comment. This plan will be used to guide regional and local planning for industrial and employment land and will need to be considered by Council when reviewing and updating local policies and provisions within the Kingston Planning Scheme. The plan also includes proposed guidance to support local Council's when developing local industrial land use strategies.

Specific to Kingston, the plan identifies a number of regionally and locally significant parcels of Industrial Land, and notes that within the Southern region, both Kingston and Greater Dandenong are expected to experience a substantial growth in jobs. The plan also notes that land within Moorabbin, Clayton South, Moorabbin Airport and Mordialloc-Braeside is designated as regionally significant industrial land and that Kingston has limited amounts of vacant industrial land.

With respect to commercial land, it is noted that Kingston has the largest number of activity centres (50) within the Southern Region with the report identifying Cheltenham-Southland as being one of the seven centres across the region that is greater than 100,000sqm in floor space. The plan also notes that by 2031, an additional 1.6 million square metres of commercial floor space will be required across the Southern region, and around one third of this will need to be provided in Greater Dandenong and Kingston.

3. Discussion

Council officers have prepared a submission on the draft report. The submission provides feedback in relation the following:

- **Consultation**
The submission highlights the need for greater engagement and consultation through the Southern Economy and Planning Working Group which is coordinated by the Department of Jobs, Precincts and Regions. It requests that prior to resolving the final MICLUP the DELWP and DJPR proactively engage with this group to ensure matters critical to Melbourne's Southern region are appropriately considered.

- **Commercial – Retail**

The submission questions the MICLUP's suggested 150,000 sqm allocation of office and new retail floorspace within Kingston to 2031. Such a provision appears unrealistic in the current retail climate and equates to a required gross leasable floor area in excess of Westfield Southland. The submission suggests that such a significant floorspace forecast may lead to unintended planning consequences associated with opportunistic 'out of centre' retailing proposals.

- **Commercial - Office**

The submission offers support for forecasts in relation required office floor space to 2031 in Kingston and notes the significant investment currently occurring in Kingston's industrial precincts through developments such as Morris Moor in Moorabbin.

- **Strategic Sites**

The submission outlines concerns in relation the designation of both the Clayton Business Park and Southern Road sites as 'Regionally Significant Industrial Land' and the extent to which this would prevent a future transition to mixed use or residential.

Clayton Business Park

Council has been collaborating with the Victorian Planning Authority (VPA) as the project manager and Goodman Australia as the owner on a process to consider the potential redevelopment of this site to a commercial mixed use precinct for approximately four years.

The submission seeks to understand how the designation of this site as a regionally-significant industrial land (RSIL) was derived given the state agency led process currently underway. The submission notes that there has been significant time and investment by both Council and the VPA into this process is seeking resolution of this issue from VPA in consultation with DELWP. Importantly the planning undertaken for the Clayton Business Park provides for substantial expansion potential for commercial and genuine mixed use opportunities.

Southern Road - Mentone

The submission notes that Council has received a Planning Scheme Amendment application on 23 July 2019 from Goodman Australia seeking to rezone the land to Residential 1 Zone with a potential yield of 500 dwellings.

The submission highlights feedback recently received from the Minister for Planning in relation this site and identifies the Moorabbin Airport Corporations next version of its Master Plan as critical in properly informing future land-use decision making for the Southern Road, Mentone precinct.

- **Current Kingston Industrial and Commercial Strategies**

The submission notes inconsistencies between designation of land in MICLUP with policies contained in the Kingston Planning Scheme and the Kingston Industrial Land Strategy (1997). This includes the designation of the Southern Road site and industrial land proximate to Mordialloc Activity Centre.

- **General Comments**

The submission clarifies a number of factual inaccuracies in relation the designation of land in the Kingston Green Wedge. This includes outdated references to extractive industries which have now ceased in Kingston and clarification of the Westall Quarry Terminal designation on the map which appears to extend into Kingston boundaries.


4. Policy and Resource Implications

It is noted that while MICLUP does not have specific policy and resource implications, City Strategy is intending to submit a budget bid in the forthcoming operational budget cycle for a municipal wide Employment Lands Strategy. This strategy will build on the outcomes in the draft Housing Strategy and respond to State Government expectations contained in the MICLUP in relation the provision of clear local policy direction for industrial and commercial land.

5. Conclusion

Subject to resolution of the issues identified in the attached submission, Council officers are generally supportive of the Plan as drafted as it provides a framework which will enable robust planning by Council for future Employment needs. It is recommended that Council endorse the draft Submission at Appendix 1 and formally lodge it with DELWP.

Appendices

Appendix 1 - Council submission to MICLUP (Ref 20/13402) 

Author/s:	Bianca Coughlan, Principal Strategic Planner
Reviewed and Approved By:	Rita Astill, Team Leader Strategic & Environmental Planning Paul Marsden, Manager City Strategy Jonathan Guttmann, General Manager Planning and Development

8.4

SUBMISSION TO THE DRAFT MELBOURNE INDUSTRIAL AND COMMERCIAL LAND USE PLAN

1	Council submission to MICLUP	89
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30 December 2019

Planning Implementation
Department of Environment, Land, Water and Planning
PO Box 500
East Melbourne VICTORIA 3002

via email: planning.implementation@delwp.vic.gov.au

Dear Sir/Madam

Re: Submission to the draft Melbourne Industrial and Commercial Land Use Plan

I write in relation the State Government's recently released draft Melbourne Industrial and Commercial Land Use Plan (MICLUP) and would like to thank-you for the opportunity to provide feedback on the draft document.

I would like to commend the State Government on undertaking this work but do wish to raise a number of matters our Council believe warrant further consideration.

Consultation

As the DELWP will be aware the Department of Jobs, Precincts and Regions has for some time been running the Southern Economy and Planning Working Group. Kingston believes that this forum could have been used more constructively as an opportunity to actively 'workshop' the draft MICLUP prior to its formal release, particularly recognising the background work by MacroPlan Dimasi was finalised in December 2018. For such forums to be credible partnerships between the State and Local Government across Melbourne's regions it is necessary for active workshopping to occur of such documents prior to release.

Our Council would now ask that prior to resolving the draft MICLUP the DELWP and DJPR provide the Councils of Melbourne's Southern Region with sufficient time to review the submissions received and collaborate on the optimal final form of the MICLUP as it relates to the Southern Region. Without such a process being formally established the credibility of the regional collaboration that is sought through the Economy and Planning Working Groups on this, and other strategic planning initiatives is directly undermined.

Commercial – Retail

The MICLUP identifies that approximately 911,100m² of retail floorspace will be required over the Southern region to meet demands anticipated through population growth by 2031. It is anticipated that almost half of this floorspace will be in the growth Councils of Casey and Cardinia whilst the balance will be in the remaining municipalities. Figure 29 of the draft MICLUP then provides a distribution of the anticipated floorspace (Office and Retail) by 2031 and approximately 150,000m² of additional retail floorspace would be required by this time in Kingston. Such a provision equates to a required GLFA which is well larger than the size of Westfield Southland over the next 11 years. This is forecast in the backdrop of assumed population growth of 1.2% PA and in an environment where 'online' retailing is now assumed to capture approximately 10% of all retail sales.

Kingston has concerns with the way this floorspace forecast may lead to unintended planning consequences associated with the potential for opportunistic 'out of centre' retailing proposals, given the loosening of controls through Planning Scheme Amendment VC123, regarding allowing activities including Shop and Supermarket in the Commercial 2 Zone.

Kingston has worked hard to proactively plan for the investment decisions of retailers to ensure projects are consistent with the objective of seeking to encourage retailing into identified locations. This is evidenced through:

a. The completion of Activity Centre Structure Plans for Moorabbin, Highett, Cheltenham, Mentone and Mordialloc.

A Structure Plan is currently underway for Chelsea and indicates that the amount of retail floorspace within the confines of the existing Commercial 1 Zone is likely oversupplied, based on the catchment dynamics and assumed population growth.

b. The facilitation of retail development in planned locations through Planning Scheme Amendments C42 (Aldi in Carrum), Amendment C75 (Woolworths Supermarket in Chelsea, Coles Supermarket in Patterson Lakes and the introduction of the Kingston Retail and Commercial Development Strategy), Amendment C81 (Thrift Park Shopping Centre redevelopment), Amendment C95 (Dingley Village Shopping Centre Redevelopment) and recently Amendment GC137 for Kaufland in Oakleigh South.

c. Significant Planning Permit Application activity to support other facilities including Homemaker Centres (Moorabbin, Mentone and Heatherton), the roll out of large format hardware stores (Heatherton, Mentone, Oakleigh South, Chelsea Heights), the roll out of Aldi Supermarket(s) (Carrum, Mordialloc, Southland, Moorabbin Airport) and the establishment and continued support for the expansion of Ritchies in Aspendale Gardens.

d. The facilitation of the Westfield Southland redevelopment.

The above illustrates the significant level of facilitation of retail activity in a municipality constrained by the Port Phillip Bay and South East Green Wedge and the municipality the draft MICALUP identifies as having the largest number of centres at 50 (refer page 90) in the southern region. Kingston also contains the highest number of 'higher order' Activity Centres and the Moorabbin Airport which now also performs a very significant large format retail employment role as identified in the draft MICALUP. When reviewing the designated Restricted Retailing Precincts at Clause 21.08 of the Kingston Planning Scheme, it is also clear that through changes in restricted retail tenancies and land uses an 'undersupply' in floorspace is not currently prevalent.

Council would request that the assumptions made regarding projected additional retail floorspace to 2031 are reviewed prior to the finalisation of the MICALUP to avoid significant 'unintended consequences' for small businesses and broader planning and transportation policies which are reliant on the established activity centre policy.

Commercial – Office

Kingston supports the work undertaken in the draft MICALUP to expand the provision of commercial (office) floorspace throughout middle Melbourne municipalities. Kingston believes that through the significant transport investment occurring and planned in its municipality it is well placed to capitalise on the opportunity to expand commercial office employment opportunities to meet population growth needs. Historically significant alignment existed between the traditional manufacturing workforce established in the municipalities that preceded Kingston through the significant employment areas of Moorabbin and Clayton South though more recently changes in the municipalities demographics, have meant that the education and employment profile of the area has changed to now strongly support commercial office investment.

The development of the Parkview Estate in Heatherton and Chifley Business Park at Moorabbin Airport have provided substantial new office employment opportunities into Kingston and are critical components of building upon the opportunities to deliver a '20 Minute City'. What has been key to the success of these projects is ensuring that complementary support services including food and beverage, childcare and recreation have been accommodated into the precincts to attract and retain businesses.

The following projects are also representative of the newer office investment that is proposed in parts of the municipality:

- The redevelopment of the former manufacturing plant for Phillip Morris Factory at 254-258 Chesterville Road, Moorabbin has provided for an adaptive reuse of the existing buildings to bring about uses which includes substantial new office tenants, on-site childcare, food and leisure-based tenancies and the CLIK Collective a Co-warehousing & Co working community built around emerging e-commerce based businesses.

The site is worth visiting to view the reinvestment underway in the Moorabbin Industrial Area and more information can be found at www.morrismoor.com

- Immediately adjacent to the Morris Moor site is land recently purchased by Pellicano Property and Construction. A town planning application (KP-2019/569) has been recently submitted and provides for the innovative full redevelopment of the 3.14ha site over the next decade to create 32,000m² of office floorspace and provide for 3000+ jobs. At present the site contains approximately 60 jobs in what had been a traditional manufacturing business.

The application reinforces the 'repositioning opportunities' being presented to obtain substantial efficiencies in the use of employment land that responds directly to local demographic changes. Further details can be obtained from Council.

- Council has also been working with the new owner of the existing office building at 1001 Nepean Highway, Moorabbin (prominent site in the Activity Centre Zone) which had pre-existing planning approvals for a significant residential redevelopment. The decision of the new owner to commence 'retrofitting' the existing sizeable office building rather than pursue a residential proposal represents an outcome that has not occurred across similar activity centre sites over recent years.

As the above projects demonstrate the level of planned 'office' investment as envisaged in the draft MICLUP, is well underway and unlike the forecasts for substantive additional 'retail uses' would appear to reflect an identified need in the local catchment.

Strategic Sites

Clayton Business Park

Council has been collaborating with the Victorian Planning Authority (VPA) as the project manager and Goodman Australia as the site owner on a process of considering the potential redevelopment of this site to a commercial mixed-use precinct for approximately four years. The mixed-use nature of the project is very similar to other projects the Victorian Government and the VPA have or are currently pursuing as part of a number of identified significant urban renewal opportunities in Melbourne that are critical to managing the diversified needs of Melbourne's growing resident and worker population. Such precincts include, Fisherman's Bend, Altona North, Arden and more locally East Village (Glen Eira) and the PMP Printing Site (Monash). Council wishes to reinforce that the intention of the planning work for Clayton Business Park is to achieve a genuine 'mix of uses' at higher densities on what is a presently heavily underutilised and largely purpose-built site for car assembly.

On 27 June 2016, Council resolved to "*respond to the correspondence from the Metropolitan Planning Authority providing its agreement to work with Goodman Australia and the Metropolitan Planning Authority to undertake the required strategic planning to inform a possible future Planning Scheme Amendment request to Council regarding the Clayton Business Park.*" The correspondence referred to in the resolution relates to a letter from the then Metropolitan Planning Authority (MPA) seeking agreement to establish a project control group for the project, with the then MPA as process facilitator. Council has assumed since this time, that the now VPA has been provided periodic updates to the DELWP and Planning Minister on the significant planning work being conducted for this site.

Council notes that the draft MICLUP report designates the Clayton Business Park site as 'Regionally Significant Industrial Land' (p95). In describing the role of 'Regionally Significant Industrial Land' in the southern region the report indicates that planning should (p94):

“Retain regionally significant industrial precincts as identified on the future directions map for the region and protect them from encroachment from sensitive uses that may compromise development and efficient operation of businesses in these locations.”

Recognising the above the following reference is made on Page 86 of the report in relation the Victorian Planning Authority’s role in the process:

“The Victorian Planning Authority has been directed to undertake a planning project specific to the Clayton Business Park. Resolution of future land uses for this site will be determined through this project which is currently underway”.

Mindful the intent to undertake a Planning Scheme Amendment in the new year, Council is very concerned that after more than 4 years of working in the Monash NEIC with the VPA, the draft MICALUP does not directly reinforce the strategic intentions for this site to create a mixed-use precinct. It is particularly concerning given how sites such as the East Village in East Bentleigh are described on Page 100 given the similar approach being taken by the VPA to that which is occurring on the Clayton Business Park.

When reviewing the significant challenges in accommodating employment and population growth in strategically well-located places, it is important that the following matters are holistically considered:

- The site provides for the integration of a High Tech Industrial precinct along the sites Centre Road frontage of the site providing for an estimated 51,000sqm of floorspace. This area provides for a buffer exceeding 200 metres from the sites Centre Road southern frontage and provides for a comparable design and land use response to the Bosch Facility which is on the other side of Centre Road.
- Despite no history of significant complaints from established residential / mixed use areas, a detailed assessment has been undertaken to establish appropriate buffers for sensitive uses to existing industrial operations. The level of assessment that has been undertaken is rigorous and unlikely to have occurred in many other ‘renewal locations’ (including M City) and has resulted in substantive changes to the way the site has been planned and the significance of the ‘buffers’ now imposed.

It is also appropriate to consider the planning implications on maintaining and intensifying the sites sole purpose for Industrial uses, given the immediate relationship to largely ‘greyfield’ residents areas, that Councils draft Housing Strategy has rightly identified could (and are) being used for more intensive forms of accommodation.

- Substantial mixed-use precincts are identified on the site providing for a large range of commercial 104,000 sqm and retail uses of approximately 19,000sqm. The draft MICALUP identifies on page 91 the role rezoning will play in accommodating future floorspace requirements.
- A large range of community benefits would be derived from the proposal including and not limited to:
 - Opening up the site to provide a more integrated response to surrounding areas to access public transport through Westall Station.
 - A significant commitment to growing the supply of affordable housing at a scale not previously seen in the City of Kingston given the scale of envisaged new population.
 - A new community facility to service the existing and new community’s diverse needs.
 - New public open space areas including the expansion of the First Avenue Reserve.
 - Contributions towards upgrading existing sport and recreation infrastructure within the immediate area to the benefit of the new and broader community.
- Providing for up to 5,800 dwellings immediately adjacent to Westall Station with immediate access to:

- The significant range of employment / education and health opportunities in the Monash NEIC;
- A potential for direct integration from Westall to Clayton Station (1 Stop 2 mins travel time) and then directly connecting commuters with the planned Suburban Rail Loop.
- Reverse employment commute opportunities on the Cranbourne line that are critical to managing the train network through rapid population growth as follows:
 - Springvale 1 Stops – 2 mins
 - Sandown Park 2 Stops – 4 mins
 - Central Dandenong 5 Stops – 12 mins
 - Cranbourne Station 8 Stops - 25 mins
- It is now demonstrated through a range of other Commercial (Mixed Use) projects being advanced in Kingston that the end employment densities on the site are likely to be substantially higher than what is currently achieved. This is important to recognise given the very different role the Monash NEIC plays when compared to ‘warehousing’ and ‘logistics’ based industrial areas in Melbourne.

Given the strategic significance of the site, it is necessary that Plan Melbourne is viewed holistically when interpreting the appropriate land use response. Many Policies contained within Plan Melbourne reinforce the need to capitalise on ensuring a broader range of opportunities are presented on the land.

- Policy 1.1.3 – Facilitate the development of national employment and innovation clusters

Recognition exists within Plan Melbourne that the Monash NEIC will be a genuine mixed-use cluster and will contain residential development. Substantial work has been undertaken since the inception of the planning work for the site to create defined mixed use and targeted employment precincts across the CBP site.

- Policy 1.3.1 – Plan for and facilitate the development of urban renewal precincts.

Plan Melbourne states: A number of former industrial and other sites – around Melbourne are currently underutilised. Local planning authorities should identify and plan for ways these sites can be repurposed to create jobs and accommodate growth.

- Policy 1.3.2 – Plan for new development and investment opportunities on the existing and planned transport network.
- Policy 2.1.1 – Maintain a permanent urban growth boundary around Melbourne to create a more consolidated sustainable city
- Policy 2.1.2 – Facilitate an increased percentage of new housing in established areas to create a city of 20-minute neighbourhoods close to existing services, jobs and public transport.

Notably for Kingston the VIF 2016 figure quoted in Plan Melbourne is approximately 15,000 people less than the VIC 2019 population forecast to 2036. This reinforces the importance of mixed use opportunities such as CBP to assist Council in the delivery of its Housing Strategy.

- Policy 2.2.2 – Direct new housing and mixed-use developments to urban renewal precincts and sites across Melbourne.
- Policy 2.2.3 – Support new housing in activity centres and other places that offer good access to jobs, services and public transport.

The sites relationship to Westall Station providing immediate access to the future suburban rail loop and reverse commute opportunities are critical important in ensuring the effectiveness of the train network as Melbourne's population grows.

- Policy 2.3.4 – Create ways to capture and share value uplift from rezonings.

Kingston has commissioned work at CBP to examine opportunities to increase the supply of social and affordable housing and the subject site presents as the largest opportunity within the municipality to achieve a positive and important planning outcome.

- Policy 5.1.1 – Create mixed-use neighbourhoods at varying densities.
- Policy 5.2.1 – Improve neighbourhoods to enable walking and cycling as part of daily life.

Significant urban design work has been undertaken at CBP by seeking to open up the site and provide enhanced connectivity through and beyond to neighbouring residential and employment areas.

- Policy 6.3.2 – Improve alignment between urban water management and planning by adapting an integrated water management approach.

The proposal includes opportunities to creatively address localised flooding issues in Rayhur Street.

- Policy 6.4.1 – Support a cooler Melbourne by greening urban areas, buildings, transport corridors and open spaces to create an urban forest.

The existing conditions on CBP have recently been identified through Kingston's draft Urban Cooling Strategy as one of the most significant urban heat islands in the municipality. The planning process provides a direct opportunity to address this and substantially enhance the amenity of the precinct.

Noting the significant time and resources already expended working with the VPA and the landowner on this project, Council seeks a prompt resolution of this matter to then allow an Amendment to be considered to complete the repositioning of this site.

Southern Road, Mentone

Council is in receipt of the recent correspondence from the Planning Minister dated 8th December 2019. The land in question is identified in the Kingston Planning Scheme as *'Medium – long term redevelopment for housing and/or mixed uses'* as part of the Industrial Framework Plan. Council and the community living immediately south of the small precinct of Industrial zoned land has for some years been more concerned with the amenity implications from the 'land locked' industrial land than any tangible impact from the Moorabbin Airport. This has been reinforced both in reviewing complaints history with the Moorabbin Airport and through analysis at two previous Planning Panel hearings.

Council hold the view that the genuine 'safeguarding' concerns in Southern Road are in fact less, than those of new building incursions proximate to the runway approaches, something Council has raised in previous submissions.

Council will be working with the MAC on its next version of its Master Plan and an ultimate ANEF for Moorabbin Airport. It does consider that this work is critical in properly informing future land-use decision making for the Southern Road, Mentone precinct.

Council notes that this land has also been designated as Regionally Significant Industrial Land. Council would like this designation reviewed as part of the MICALUP given the land in Southern Road, Mentone is landlocked and would make any future 'rezoning', even to a Commercial 2 or 3 Zone substantially more difficult in the future if this designation remains.

Current and future Kingston Industrial and Commercial Strategies

It is noted that some of the designations of land within MICALUP are inconsistent with policies contained within the Kingston Planning Scheme including the Kingston Industrial Land Strategy (1997) and the Retail/Commercial Development Strategy, City of Kingston, prepared by Charter Keck Cramer and Hansen Partnership (2006) as well as the Industrial Framework Plan in clause 21 of the Kingston Planning Scheme.

Of note, the Framework Plan in Clause 21 includes designation of some RSIL identified land as being potentially suitable for housing and/or mixed uses which have not yet transitioned, specifically the aforementioned Southern Road site as well as land in close proximity to the Mordialloc Activity Centre (specifically the Lamana Road industrial precinct). This results in State draft policy position being inconsistent with designations in the Kingston Planning Scheme, which may lead to confusion and misinterpretation. Council requests that prior to resolving upon the MICALUP a consistency is established whereby the very few sites already identified in the Kingston Planning Scheme at Clause 21.08 are included as 'Local Industrial Land' rather than 'Regionally Significant Industrial Land – Existing'.

Council will be commencing background work in 2020 on an Employment Land Strategy which will build on the outcomes sought by MICALUP. Council is keen to collaborate with DELWP on the Kingston Employment Land Strategy, noting that strategic in-depth assessment of land may require a review of some of the designations contained within MICALUP.

General Comments

Council notes the community dividend that can be achieved through the considered repositioning of strategic sites such as Clayton Business Park and Southern Road and the opportunity this presents for value uplift to fulfil a broader net community benefit. Council is currently progressing development of its Social and Affordable Housing Policy which will identify the quantum and type of social and affordable housing required in instances such as these and the importance of inclusionary zoning as a tool to deliver such outcomes.

We note that the designation of part of Kingston in Map 12 as "Extractive Industries Work Authorities – Approved" is incorrect and should be removed as these activities have long ceased in Kingston. Council also seeks clarification of the location of the Westall Quarry Terminal designation on the map as this appears to extend into Kingston Council boundaries. To this end, it is also noted that page 86 of Part A also refers to the Green Wedge area of Kingston including some quarries and landfill sites. These activities have now long ceased and are making way for the Sandbelt Chain of Parks as identified in Plan Melbourne (refer Map 21). It is noted that the Monash NEIC extends into Kingston however this is not reflected on the southern region maps 12 and 13, nor mentioned on page 86, nor mentioned in detail within MICALUP with respect to Kingston.

Overall, Kingston has varied industrial precincts ranging from traditional industrial to high tech, as well as new developments including the Morris Moor site. Council extends an offer to the relevant DELWP officers for a tour of the Kingston industrial land. This may assist in discussing different designations of land and provide a different perspective to the challenges and opportunities that exist within our city.

Should you have any queries regarding this submission, please contact Paul Marsden, Manager City Strategy on 9581 4789 or via email at paul.marsden@kingston.vic.gov.au

Regards

Georgina Oxley

MAYOR, CITY OF KINGSTON

Ordinary Meeting of Council

28 January 2020

Agenda Item No: 8.5

REMOVAL OF CONFIDENTIAL DESIGNATION - PARKING

Contact Officer: Jaclyn Murdoch, Manager Compliance and Amenity

Purpose

The purpose of this report is to seek the removal of a confidential designation by Council in accordance with the Local Government Act 1989 (Vic) in relation to a report relating to parking.

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 77(2)(b) of the Local Government Act 1989, determine that the resolution for agenda item 14.4 'Parking Enforcement and Administrative Functions' at the Ordinary Meeting of Council on 28 October 2019 not be confidential from a date to be jointly determined by the General Manager Planning and Development and Data Consultants Australia Ltd.

The resolution for this agenda item is recommended to be made not confidential to ensure that Officers are able to put in place the necessary arrangements to bring the parking enforcement service in-house by 30 June 2020.

The timeframe associated with actioning the proposed officer recommendation, to make public the resolutions of the report dated 28 October 2019, is to be determined by Officers to ensure that the information is shared at an appropriate and agreed time.

This resolution allows Officers to proceed to fully implement all the actions related to the Council resolution of 28 October 2019.

Appendices

Appendix 1 - Confidential resolution (Ref 19/276873) - Confidential

Author/s: Jaclyn Murdoch, Manager Compliance and Amenity
Reviewed and Approved By: Jonathan Guttmann, General Manager Planning and Development

Ordinary Meeting of Council

28 January 2020

Agenda Item No: 8.6

MUNICIPAL BOUNDARY CHANGE - CHELTENHAM LEVEL CROSSING REMOVAL WORKS

Contact Officer: Jonathan Guttman, General Manager Planning and Development

Paul Franklin, General Manager Corporate Services

Purpose of Report

The purpose of this report is to seek direction from Council on the parameters in which they would support formulating an agreement with the City of Bayside on a municipal boundary change.

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. Instruct the Chief Executive Officer to do all things necessary to finalise an agreement for relocation of the municipal boundary with the Bayside City Council, generally in accordance with the plan contained in Appendix 1 and in accordance with the following conditions:
 - 1.1. The principles contained within the Cheltenham Park Interface Document contained in Appendix 2 be those which Kingston City Council would support on the basis a Planning Scheme Amendment were pursued for land located over the planned rail trench.
 - 1.2. On the basis that any future development over the planned rail trench is subdivided and a Public Open Space Contribution is secured, the contribution, as it applies to the proportion of development that is subdivided on what is presently on the Bayside side of the existing municipal boundary, be expended in the Cheltenham Park.
 - 1.3. a. On the basis land is rezoned for future redevelopment above the rail trench and development occurs, Council make a one-off payment to Bayside City Council based on the assumed rating value of future development on the existing Bayside side of the municipal boundary, to a maximum value of \$35,000, based on a request from Bayside City Council to receive 10% of the rate revenue for the first 10 years of the development to cover its municipal expenses.

OR

 - b. Enter into an agreement with Bayside City Council for payment of 10% of the General Rate revenue for the first 10 years of the development on the existing Bayside side of the municipal boundary to cover its municipal expenses.
 - 1.4. Address any other matters that arise that are required to administer the boundary change in accordance with the above.

2. Upon completion of an agreement that is to the satisfaction of the Chief Executive Officer of both Councils, a letter be prepared to the Minister for Local Government informing the Minister of the agreement.
3. That this resolution become public on the basis an agreement is struck in accordance with recommendation 2. above.

1. Executive Summary

Following the completion of the Cheltenham Level Crossing Removal works, the site conditions will have changed substantively. Key differences include: the station entry infrastructure being supported over a 'deck' and the formulation of two additional decks to support yet to be determined future development parcels. With the municipal boundary presently running essentially along the middle of the rail corridor, this would result in buildings and future works spanning the two municipalities.

Bayside and Kingston Councils have been in discussions regarding a change to the municipal boundary over recent years, following resolutions from both Councils to accommodate the changes associated with the crossing removal works. It is now understood that the Local Government Minister who is ultimately responsible to move the boundary is seeking resolution of this issue. Both Councils have previous resolutions that support, in principle, the need to work together to resolve the conditions in which the boundary should be relocated.

The Bayside Council wrote to Kingston indicating it supported the boundary change on the following basis:

- The design parameters are consistent with parameters prepared by Kingston to align with its structure planning work.
- An agreement can be reached on a suitable financial contribution from the City of Kingston.

Over recent months Officers from both Councils have recently undertaken a series of meetings to discuss the parameters for a boundary change. It is felt that agreement between the Officers has been reached on the following:

1. The appropriate revised location of the municipal boundary.
2. Both Councils would work together to reinforce the view in any future planning process that the outcomes sought through the 'Cheltenham Park Interface Document', that outlines and provides enhanced clarity to the principles in the Cheltenham Structure Plan Review would form the basis of future Planning controls.
3. On the basis any future development is subdivided and a Public Open Space Contribution is secured, the contribution, as it applies to the proportion of development that is subdivided on what is presently on the Bayside side of the existing municipal boundary be expended in the Cheltenham Park.

Where agreement is yet to be reached is a request from the Bayside City Council for 10% of the rates revenue for the first ten years (post redevelopment occurring) on the proportion of development that is presently in Bayside being provided to the Bayside City Council. At this time it is difficult to determine the exact extent of income involved given the redevelopment intentions remain unknown and would be subject to a separate planning process(es). On the basis Council is supportive of making a contribution, Officers are recommending a 'one off' payment (once the land is appropriately zoned) be made to Bayside City Council to address the anticipated municipal costs it would face.

The Local Government Minister has the ability, if both Councils can agree to the terms of a boundary relocation, to change the boundary without the need to establish a Panel to hear from each Council.

2. Background

Kingston City Council has passed the following resolutions relevant to this matter:

Ordinary Council Meeting 11th December, 2017

Council passed resolutions at this meeting to adopt the Cheltenham Structure Plan Review to make clear it's intended strategic direction for the precinct. Council also resolved:

Undertake further engagement with Councillors and officers from Bayside City Council and the State Government to commence a process under the Local Government Act to move the municipal boundary west to align with the Activity Centre boundary shown in the Cheltenham Structure Plan Review.

Ordinary Council Meeting 23rd April, 2019

The following resolutions were passed at this meeting:

That Council:

- 1. Note the collaborative consultation process that has occurred between the City of Kingston, the City of Bayside and the Level Crossing Removal Authority throughout the preparation of the Cheltenham Structure Plan Review and consideration of issues relating to the realignment of the municipal boundary.*
- 2. Commence a process under the Local Government Act to move the municipal boundary west to generally align with the boundary shown in the Cheltenham Structure Plan Review.*

This report provided Council with information regarding the legal process required to be followed in changing the municipal boundary.

Subsequent to this report, further work and meetings between Officers of the respective Councils has occurred to formulate parameters to reinforce how the Cheltenham Park Interface Treatment is managed which culminated in the formulation of the Draft Cheltenham Park Interface Treatment (refer Appendix 2).

Resolutions of Bayside Council

Bayside Council met on the 18th September, 2018 and resolved:

That Council [Bayside]:

1. *supports the Cheltenham Park Interface Treatment prepared by the Kingston City Council as shown in Attachment 2;*
2. *supports a municipal boundary realignment to facilitate development in accordance with the Cheltenham Park Interface Treatment as shown in Attachment 2, subject to:*
 - a) *the urban design and planning controls being incorporated into the relevant documentation; and*
 - b) *agreement on a suitable financial contribution from the City of Kingston towards the improvement and maintenance of Cheltenham Park*
3. *writes to Kingston City Council and the Minister for Local Government advising of this decision.*

The above was outlined most recently in correspondence received from Bayside on 25th July, 2019.

Meeting between Mayors of both Councils

A meeting was held between the respective Mayors of Bayside and Kingston on 17th December 2019, to further discuss this issue and it was agreed that reports seeking formal direction from the respective Councils would be developed for consideration in early 2020.

Cheltenham Level Crossing Removal

The Level Crossing Removal Project have now finalised the design principles for the works at Cheltenham and the works will involve:

- A new station entry supported over a deck with straddles the existing municipal boundary
- The provision of two additional decks to support yet to be determined future development which also straddles the existing municipal boundary.

Kingston has also resolved to support enhancing the link into Cheltenham Park by expanding the decked area to provide a connection from Charman Road into the Park.

Given the above changes, the retention of the municipal boundary in its present location is no longer logical. Given the majority of the intended redevelopment will be in Kingston, as well as the primary station infrastructure (eg. carpark), it is generally agreed that the boundary should be moved west.

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 Crossing Removal work that is now underway represents a significant infrastructure investment by the State Government. The Councils and Level Crossing Removal Program have worked to seek to ensure the outcomes result in intergenerational benefits to the Cheltenham Activity Centre.

3.2 Operation and Strategic Issues

3.2.1 Location of the Municipal Boundary

The Local Government Minister, in determining modifications to the municipal boundary, will require clarity from both Councils as to the boundaries optimal position. The recommended location of the boundary, as shown in Appendix 1, generally follows the project boundary LXP are working to enhance and is felt by all parties to be the appropriate revised location.

3.2.2 Urban Design and Planning Controls

At this stage the land in question is zoned Public Use Zone 4 and therefore, on the basis that redevelopment (other than the station) is to occur over the rail trench, a Planning Scheme Amendment is likely required. In order to inform a future Planning Scheme Amendment process, Kingston Council has formulated its existing position through its resolutions at its meeting on 11 December 2017. Further advice to Council will occur when, and if, future redevelopment is to occur over the rail corridor.

Bayside Council has been working with Kingston to also develop its formalized position on the manner in which the interface with Cheltenham Park should be managed. This led to the formulation of the Cheltenham Park Interface Treatment document (refer Appendix 2) at the request of the Bayside City Council to build upon the Cheltenham Structure Plan Review.

Bayside Council has resolved to support the Cheltenham Park Interface Treatment document and it is understood would be supportive of a municipal boundary change on the basis the urban design and planning controls reflected in the document are incorporated.

In discussions with Bayside, it has been acknowledged that the ultimate form of Planning Controls is a matter for the Minister for Planning (on the basis a Planning Scheme Amendment is to proceed) but both Councils will, through any future Planning Scheme Amendment process, seek to reinforce that the principles in the Cheltenham Park Interface Treatment Document should be followed.

On this basis it is understood that Bayside Council are supportive of a change to the Municipal Boundary. Given the work aligns with the principles of the adopted Cheltenham Structure Plan Review, this approach is also supported by Kingston Council Officers, mindful ultimately both Councils will need to convince the Planning Minister of the basis for this approach should a Planning Scheme Amendment be pursued.

3.2.3 Public Open Space Contribution

In the correspondence from Bayside Council dated 25th July, 2019 it reinforces a *desire for a suitable financial contribution from the City of Kingston towards the improvements and maintenance of Cheltenham Park* on the basis a municipal boundary change were to occur. Through discussions between Officers of the respective Councils, the recommended approach to this is that if a Public Open Space Contribution is secured, the contribution as it applies to the proportion of development that is subdivided on what is presently on the Bayside side of the existing municipal boundary be expended in the Cheltenham Park.

Kingston Council Officers are supportive of this recognising:

1. The Cheltenham Park is a recreational asset that will also be heavily utilised by the future occupants of any redevelopment and is likely being utilised by many existing Kingston residents and local businesses currently.
2. Based on the adopted Cheltenham Structure Plan Review and, in the context in which the future redevelopment may be set, it is likely that the majority of any future Open Space Contribution would be related to development on the existing Kingston side of the municipal boundary and retained by Kingston.

This element of any future agreement with Bayside is contingent upon a yet unknown development scenario being subdivided, and a Public Open Space Contribution being able to be levied through the Subdivision Act.

3.2.4 Proportion of Initial Rate Revenue

In the correspondence from Bayside Council dated 25th July, 2019, it requests that *a proportion of rate income (10%) for a period of 10 years for properties situated on that land*. Through discussions between Officers of the respective Councils, it is understood that what Bayside is seeking is once the redevelopment(s) (subject to a Planning Scheme Amendment process) occur for the first 10 years thereafter, Bayside Council would receive 10% of the rates revenue for those areas where a rate is drawn that are presently on the Bayside side of the municipal boundary.

On the basis Council is supportive of making a contribution, Officers are recommending a 'one off' payment (once the land is appropriately zoned) be made to Bayside City Council to address the anticipated municipal costs it would face. Given the complexity of forecasting the likely rates regarding future development it is difficult to build a comprehensive understanding of what 10% of the revenue on the Bayside side would be. Through some very preliminary work undertaken by Officers, this amount is estimated to be a total of \$55,000 over the 10 year period (eg. approximately \$5,500 per annum in future years).

3.3 Options

3.3.1 Kingston Council do not support a municipal boundary change

Kingston Council has previously resolved on two occasions to commence a process to move the municipal boundary. Although it would now be possible to form a view that it wished to not modify the boundary, it is likely a boundary realignment would need to occur given what is now known regarding the Level Crossing Removal Project. It is understood that the Local Government Minister can undertake the boundary relocation irrespective of the view of the Councils involved.

Although an option to pursue it is not consistent with previous Council resolutions.

3.3.2 Pursue a municipal boundary change under agreed conditions with Bayside City Council

Significant work has been undertaken with the Bayside City Council through the formulation of the Cheltenham Structure Plan Review and subsequently around the 'conditions' in which a municipal boundary realignment could be mutually agreed. In large part the 'conditions' for what is a reasonably unique process to change a municipal boundary have been developed collaboratively and, in a manner designed to secure the best outcomes for both existing residents and importantly future occupants of any redevelopment that is to occur above the rail trench.

On the basis that the two Councils cannot both agree to the 'conditions' it is possible for the Local Government Minister to establish a Panel to consider submissions on the areas of disagreement. Such a process is likely to consume significant State and Local Government resources and this needs to be considered against the significance of the issues where disagreement may be present. In this instance on the basis the 'conditions' are largely agreed a basis exists to pursue a boundary change through mutual agreement.

This is the recommended option.

3.3.3 Pursue a boundary change by asking the Local Government Minister to establish a Panel to consider submissions

This option would only be pursued on the basis the issues that were in dispute with Bayside Council where of such significance that they warranted the expense both in time and potentially external resources in conducting a panel to evaluate the issues in dispute. This option also assumes that the Local Government Minister, who ultimately considers the merits of the boundary relocation, would be willing to consider, or is even able to influence or direct the issues in dispute between the Councils be resolved in a particularly manner. Under this option a potential does exist that the outcome could be that the boundary is relocated and neither Council is able to secure the outcome it was seeking on the basis the Local Government Minister felt such matters were not relevant to his deliberations.

Beyond also resourcing costs and other risk considerations, this option needs to be carefully considered given the significant relationships Kingston has with Bayside Council in working across a number of previous, and likely future initiatives.

4. Conclusion

4.1 Environmental Implications

The preconditions for the basis of the municipal boundary change are informed through the adopted Cheltenham Structure Plan Review and the commitments now made by the Level Crossing Removal Project for the Cheltenham Crossing Removal.

4.2 Social Implications

Significant work on the part of the two Councils has been put into seeking to secure an outcome that prioritises the needs of those who may ultimately be occupying the future development, and those who may benefit from using assets in both municipalities in the future.

4.3 Resource Implications


On the basis a Panel can be avoided and conditions can be agreed between the respective Councils, the costs in the further consideration of a municipal boundary change will be limited. Bayside Council have agreed to share all costs associated with the formulation of any required agreements to give effect to agreed conditions between the municipalities.

Although only an estimate at this time the costs (Officer time and potential external assistance) associated with a Panel deliberating on a municipal boundary change would be estimated to be about \$50,000. This provides a broad estimate given the processes associated with preparing for such Panels are not known at this time.


4.4 Legal / Risk Implications

The process of moving a municipal boundary is ultimately a matter for the Local Government Minister to follow, the required process under the Local Government Act.

Appendices

Appendix 1 - Cheltenham Level Crossing - Municipal Boundary Markup - Jan 2020 (Ref 20/4973)  [↓](#)

Appendix 2 - Cheltenham Park Interface Treatment (Ref 20/4979)  [↓](#)

Appendix 3 - Letter from Bayside City Council re Level Crossing Removal Project - Cheltenham Station change to municipal boundary - Dated July 2019 (Ref 19/174384)  [↓](#)

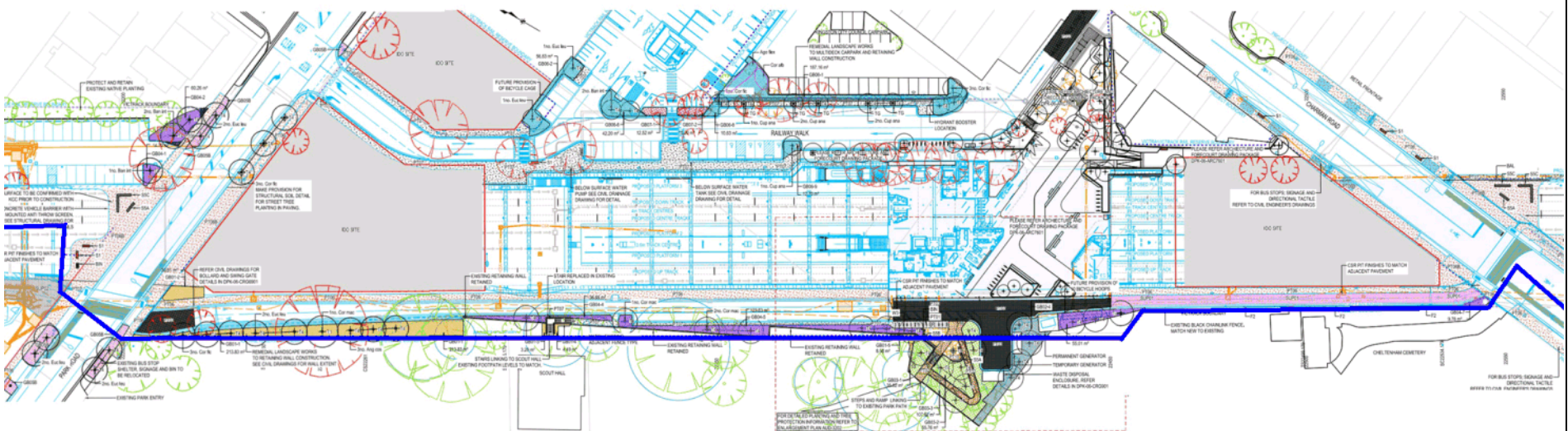
Author/s: Jonathan Guttmann, General Manager Planning and Development
Paul Franklin, General Manager Corporate Services

Reviewed and Approved By: Jonathan Guttmann, General Manager Planning and Development

8.6

MUNICIPAL BOUNDARY CHANGE - CHELTENHAM LEVEL CROSSING REMOVAL WORKS

1	Cheltenham Level Crossing - Municipal Boundary Markup - Jan 2020	109
2	Cheltenham Park Interface Treatment	111
3	Letter from Bayside City Council re Level Crossing Removal Project - Cheltenham Station change to municipal boundary - Dated July 2019	123

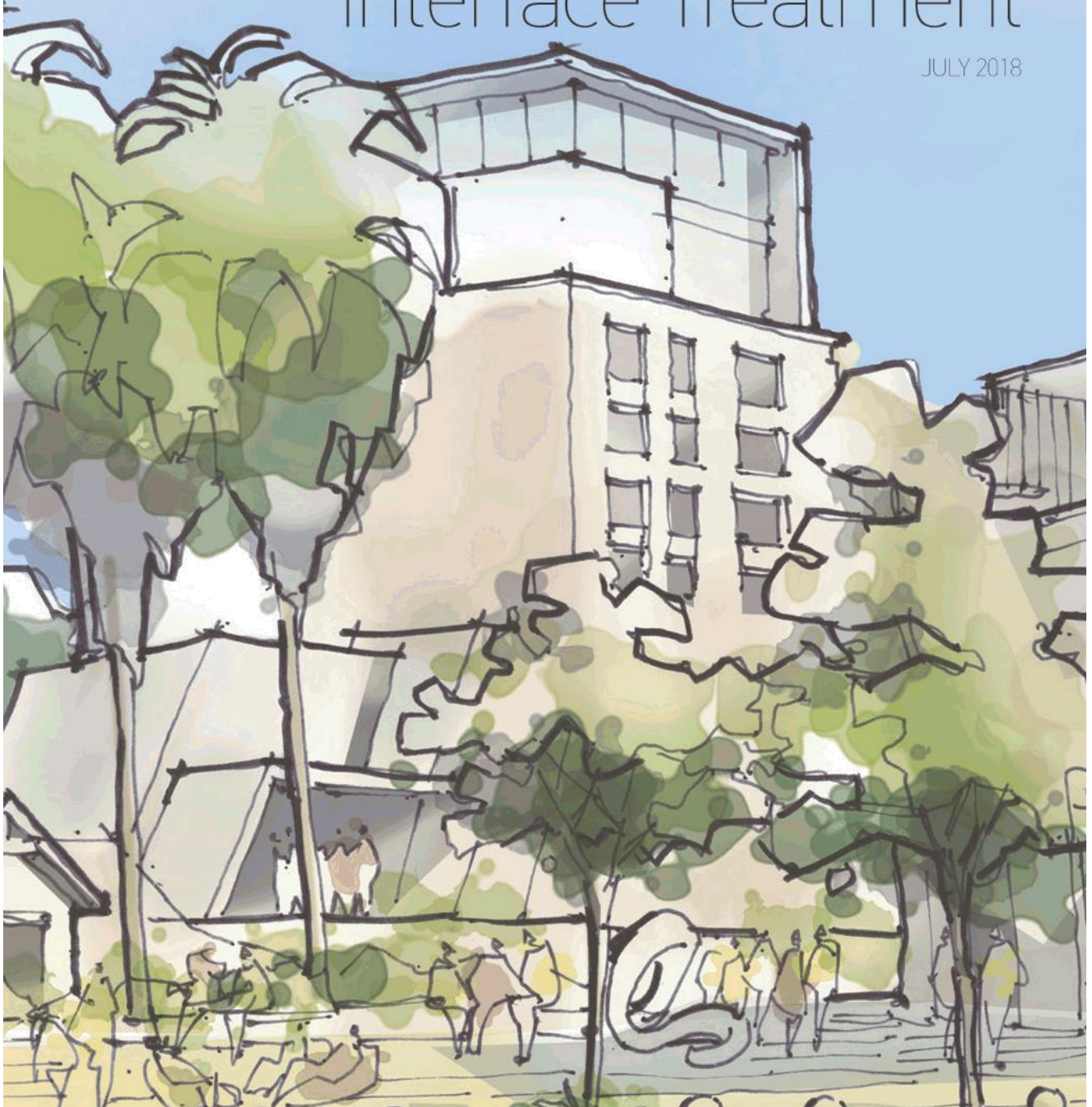


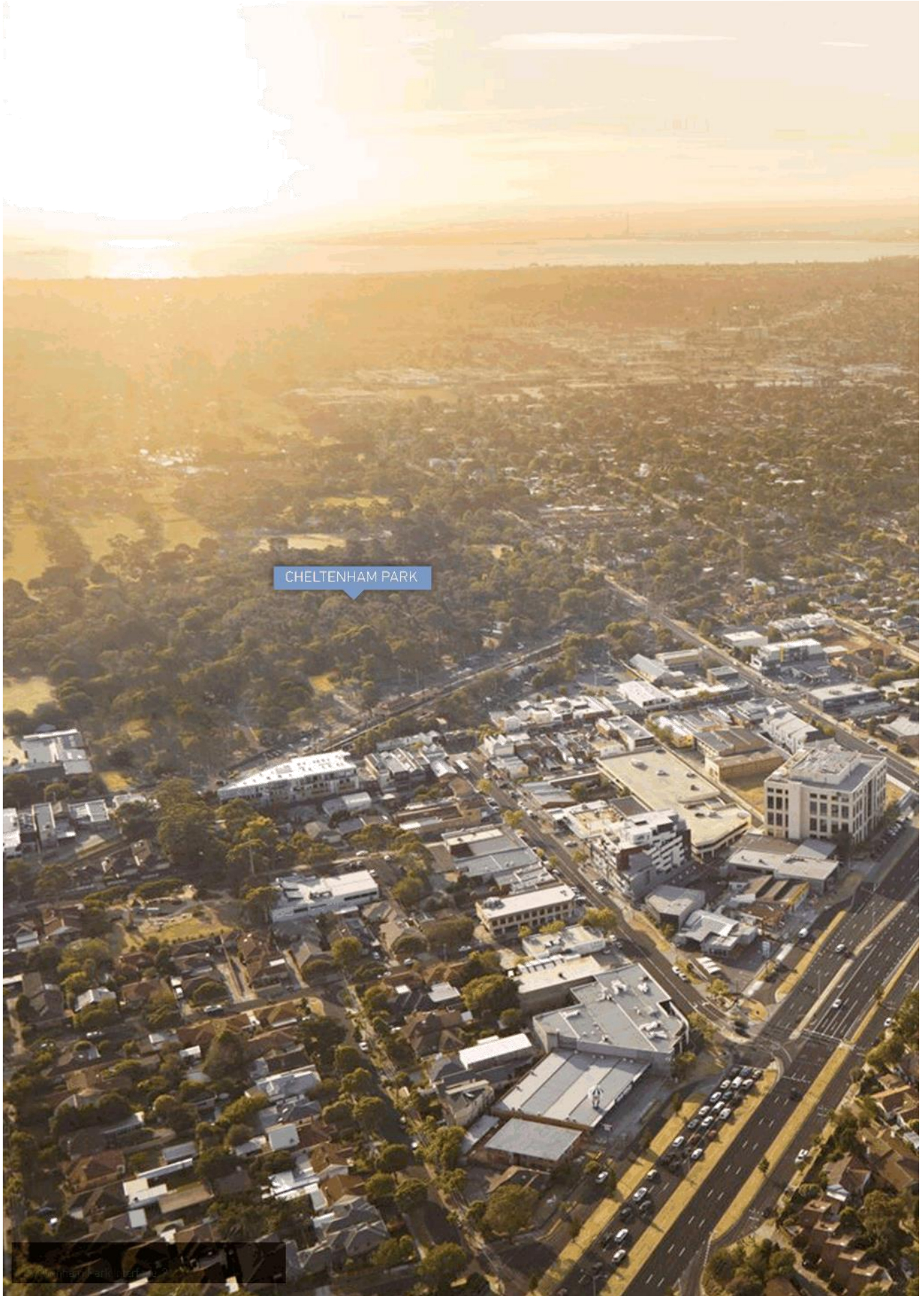


City of
KINGSTON

Draft Cheltenham Park Interface Treatment

JULY 2018







Background

In February 2017 the Level Crossing Removal Authority announced the removal of the level crossings at Park Road and Charman Road, Cheltenham by lowering the railway line under the road and construction of a new station. Recognising the potential benefits and impacts on the strategic vision for Cheltenham, a review of the Cheltenham Structure Plan was undertaken to enable a whole of centre approach to the significant contextual change.

Acknowledging the level crossing removal project straddles the municipal boundary between Bayside City Council and Kingston City Council, the review took a holistic approach, recognising the importance of connecting local communities to key open spaces and the retail core.

Development opportunities have been identified above the 'decked' platforms within the railway precinct at the interface with Cheltenham Park. Noting the considerable length of the park interface it is important for any future form to be broken down into buildable parts without imposing a 'walled' condition to the park. View line tests and solar access considerations have tested the recommended setbacks and building heights. Furthermore the sensitivity of the Cheltenham Park interface has required careful considerations of precinct objectives and guidelines to ensure any new development complements the regionally significant green open space.

This document is intended to illustrate the outcomes sought within the Cheltenham Structure Plan Review including precedent projects, illustration of the interface vision and additional objectives and guidelines that could build on the LXRA Urban Design Guidelines.

Precedents

Building architecture should aim to use natural materials and tones, mixed material palettes, a breakup of mass and depth, integration of garden areas and connected balcony spaces.





Williams Reserve - Richmond Australia - Hansen Partnership



Masterplan and Station Area - Bilbao Spain - UNStudio



Composite Building - Hong Kong - Aedas



Leo Apartments - Hawthorn Australia - Artisan Architects



Lehman College Daycare - New York USA - Garrison Architects



Spring Garden - Canada - Ekistics Planning & Design



Nicolinehus - Aarhus Denmark - AART Architects



Nightingale - Melbourne Australia - ClarkeHopkinsClarke



Trunk Hotel - Tokyo Japan - Mount Fuji Architects



Ensemble mixte Parking 58 - Brussels Belgium - ECDM Architectes

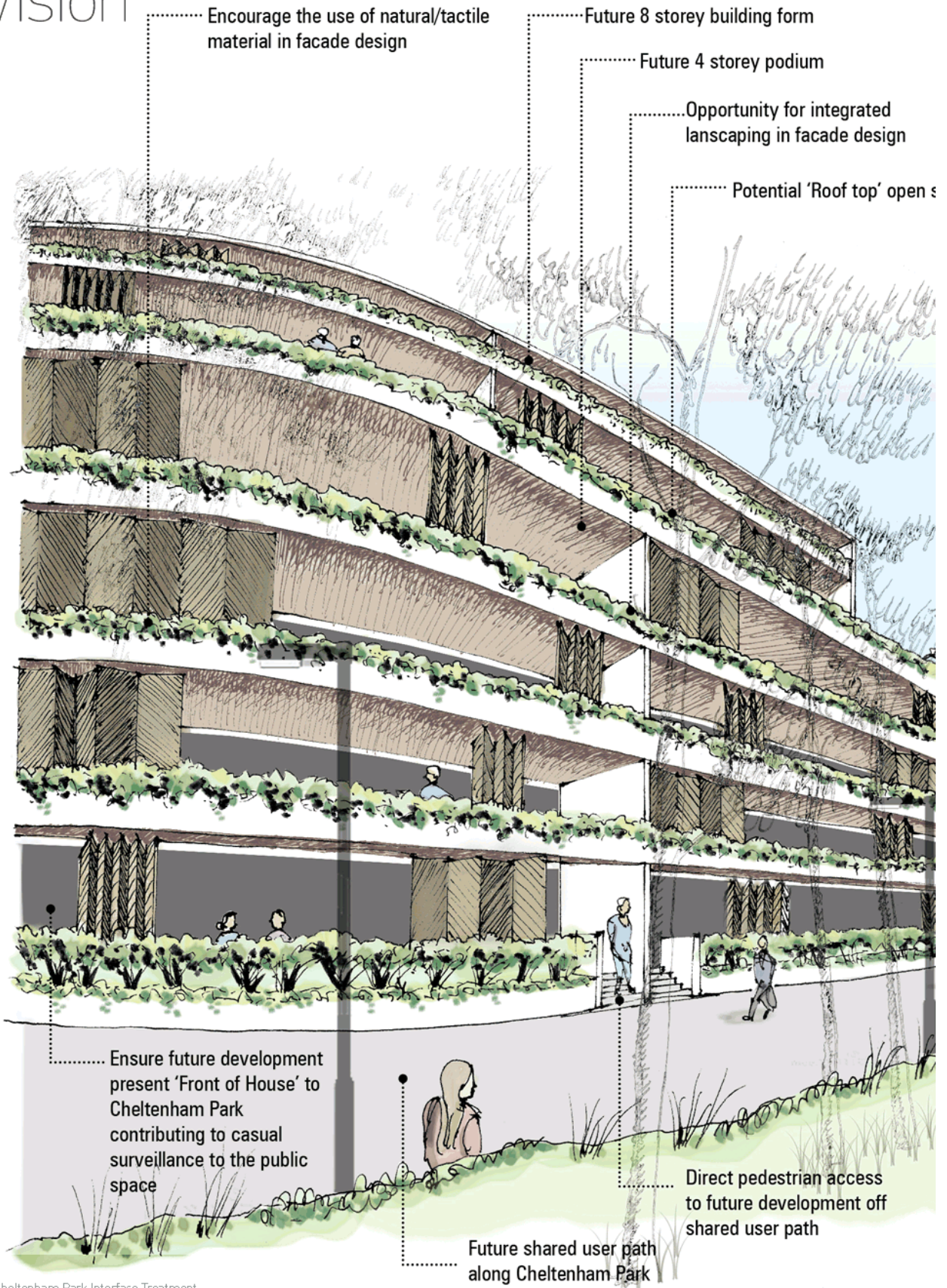


Intergrated Gardens - Paris France - Jacques Ferrier + Chartier Dalix Architectes



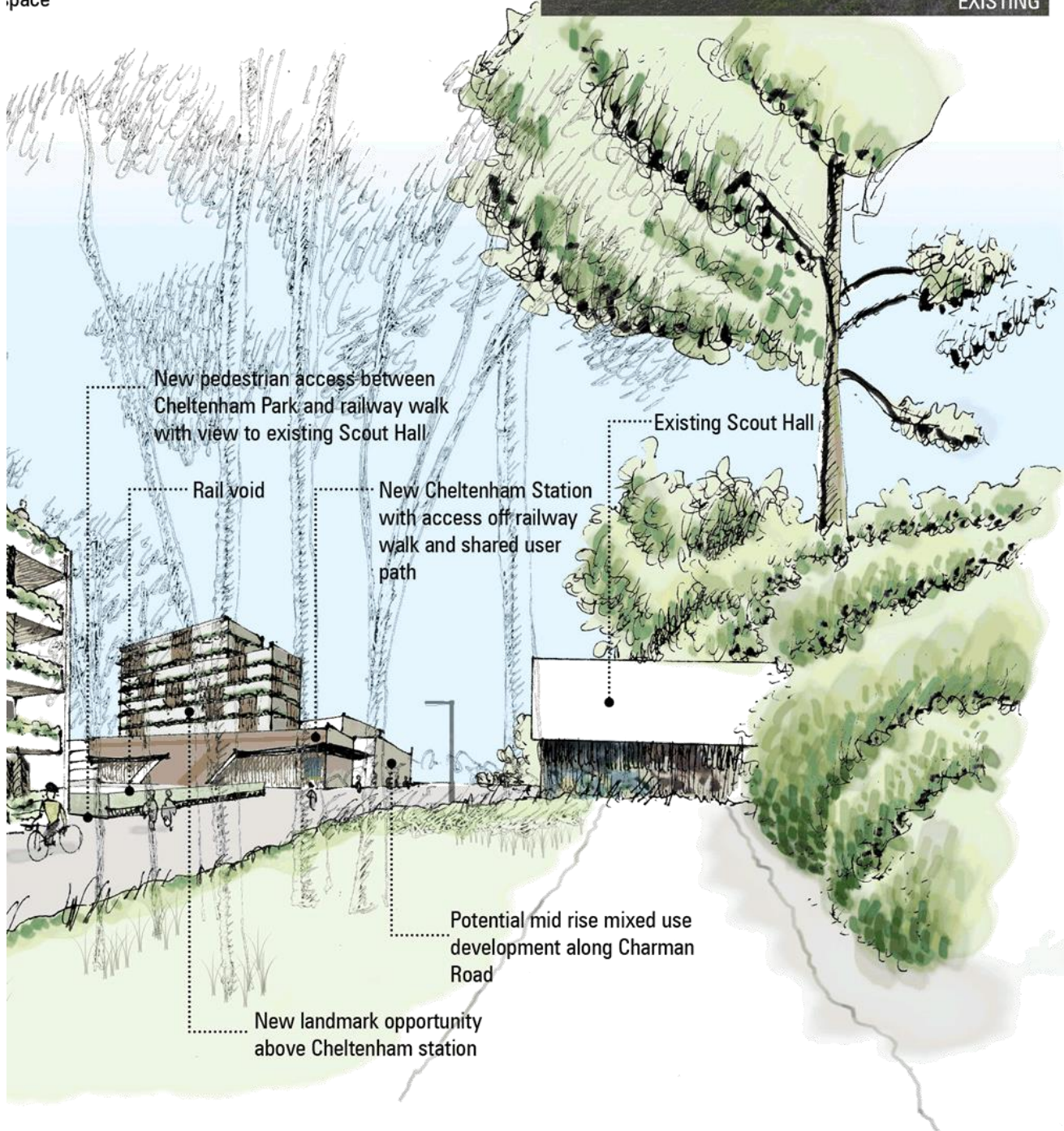
Escherpark - Zürich Switzerland - E2A

Vision



6 Draft Cheltenham Park Interface Treatment

pace



LXRA Design Guidelines

Cheltenham Integrated Development Design Guidelines

To provide for a development response that addresses the sensitive interface of Cheltenham Park, further objectives and guidelines have been suggested for inclusion in the LXRA Integrated Development Design Guidelines which are shown in the blue text below. This new content builds on the work undertaken through the Cheltenham Structure Plan Review with a focus on ensuring that future built form, landscaping and detailed design outcomes are complementary to the landscape character of Cheltenham Park.

STRATEGIC OBJECTIVES

1. Positively contribute to the emerging character of cheltenham

Buildings are to respond to the existing and emerging urban form and character of cheltenham that is sympathetic to the 'high street' environment of charman road and the public space interface with cheltenham park while establishing a high-quality benchmark for its more urban future identity.

2. Enhance the wayfinding, legibility and ease of pedestrian movement throughout the station precinct.

Ensure that building locations, built form and public realm design establish a highly legible station precinct and enable ease of navigation for pedestrians to cheltenham station and the cheltenham activity Centre.

3. Contribute to a sense of safety across the precinct.

Ensure the form, articulation and detailed design of new buildings adjacent to Cheltenham Park reference and respond to the landscape character and sensitivity of the interface.

4. Extend the vibrancy and uses of activity centre into the station precinct

Accommodate and development of retail, residential and community uses within the station precinct that complement the current offering of the activity centre and sustainably grow its size and diversity.

5. Balance activation of Cheltenham Park with the need to protect and enhance this sensitive interface

Ensure the form, articulation and detailed design of new buildings adjacent to Cheltenham Park reference and respond to the landscape character and sensitivity of the interface.

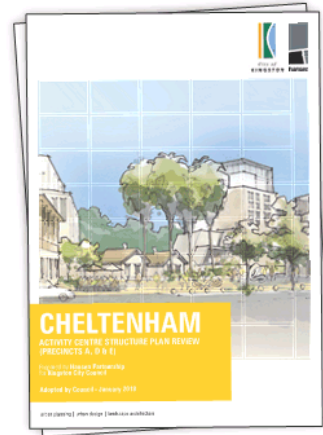
GUIDELINES

- Locate and design the station building and any other built form and manage the perceived ground levels of the station precinct to maintain view lines from Railway Walk and Charman Road through to Cheltenham Park.
- The integration and consolidation of the council car park site with the station precinct should be explored for additional activity centre parking, development opportunities, and improved integration of built form and public spaces.
- Create a series of high quality buildings that contribute to the diversity of building types, architectural forms and land uses within the activity centre.
- Maximise pedestrian access across the rail corridor and maintain as a minimum pedestrian access:
 - Along both sides of Park Road,
 - At the (future) second station entrance,
 - At the station entrance, and
 - Along both sides of Charman Road.
- Ensure that pedestrian connectivity, visibility and safety between transport mode facilities are not compromised through the location and detailing of building forms at this important station and transport interchange.
- Maintain the continuity of the shared use path along the interface with Cheltenham Park and integrate its location, height, and interface with buildings as a positive and activated frontage that minimises conflicts between shared use path users and building occupants and visitors.
- Maximise ground floor active uses such as retail and office uses in locations that connect transport modes and will experience large volumes of pedestrian traffic.

- Minimise the number of vehicle access points to buildings and avoid vehicle crossings and entrances:
 - At the station forecourt, and
 - Along the shared use path.
- Reduce the visual impacts of buildings on Cheltenham Park by:
 - Creating a series of separate buildings and avoiding the creation of a continuous wall of development,
 - Creating a podium height of no greater than 4 storeys along the park interface, and
 - Articulating podiums vertically to reduce the scale of the length and width of buildings to a more human scale.
 - Ensure new development above the podium is set back no less than 5 metres
- Avoid overshadowing on usable areas of Cheltenham Park and the new station forecourt by taller built forms when measured at 22 Sept between 10am and 2pm, and minimise overshadowing on other parts of open spaces.
- Maintain the Station Road view corridor to Cheltenham Park, across the rail corridor by avoid new taller built form in this location.
- *Ensure that new development strengthens the landscape character of Cheltenham Park by incorporating complementary landscaping (on structure and at natural grade) along the interfaces of Railway Walk, The Cheltenham Pioneer Cemetery, Cheltenham Park and the new pedestrian plaza and open space area.*
- *Maximise opportunities for integrated landscaping on private and public land at street level, within the podium roof, balcony interfaces, along station infrastructure (rail trench) and building façades with frontage to commercial streets, priority pedestrian spaces and open spaces*
- *Ensure future development presents frontages and residential address to Cheltenham Park including active uses and direct access at ground level with outlook from windows and balconies at upper levels to activate and encourage passive surveillance opportunities of the path and open spaces.*
- *Design building facades to achieve excellence in architectural quality which are well articulated with details and materials to provide visual interest supported by fenestrations that are well ordered.*
- *Encourage the use of traditional residential building materials, with natural and tactile materials for new development along the Cheltenham Park interface which reinforce the human scale.*

Cheltenham Structure Plan Review

To enable a positive design response to the context of the Cheltenham Park interface, numerous strategies and guidelines have been included in the structure plan review.



3.1 LAND USE & BUILT FORM STRATEGIES

Key initiatives include:

- Minimise overshadowing impact at the equinox onto the public realm at:
 - Existing and future open spaces (ie. Cheltenham Park); and
 - Footpaths along commercial streets and future shared zone.
- Frame key view line to Cheltenham Park from Station Road
- Encourage the establishment of appropriate urban grain (building width) to avoid excessive visual bulk and minimise negative amenity impact on public realm

3.3 OPEN SPACE & PUBLIC REALM STRATEGIES

Key initiatives include:

Maximise opportunities for additional landscaping on private and public land at street level, within the podium roof, along station infrastructure (rail trench) and building façades with frontage to commercial streets, or priority pedestrian space

4.2 PRECINCT E - STATION PRECINCT

Updated Precinct Vision

The western station precinct fringed by Cheltenham Park and the traditional Charman Road spine is a key Transit Oriented Development opportunity with the potential to activate and enliven land that has formerly served as the 'back of house'.

It can serve as the new 'western' frontage to the Centre, with a park side address and a punctuated skyline profile when viewed on approach.

It supports medium rise form above a new Station complex and a network of pedestrian friendly pocket parks, spaces and laneways.

Precinct Objectives

5. To establish a visually interesting and dynamic skyline when viewed from the western approach, which will be visible from both Park Road and within public open space within Bayside.
8. To preserve and enhance key viewlines from Charman Road and Station Road to the heritage station building (east siding) and Cheltenham Park.

10. To create a more favourable 'people friendly' quality to the precinct through redevelopment that supports a permeable network of pedestrian linkages, with active frontages and address.
11. To provide for a north-south regional shared path/bike link along the western boundary of the precinct adjacent to Cheltenham Park.
14. To improve accessibility to the Cheltenham Park and Pioneer Cemetery.
15. To improve passive surveillance of public spaces.

Precinct Guidelines

- Encourage active uses at ground level and at upper levels within podium forms which are adjacent to public open spaces, the station forecourt plaza and along key vehicle and pedestrian linkages to improve surveillance for both day time and night time users
- Development within the precinct should be arranged as a 'suite of forms', rather than a single development envelope
- Carefully respond to topography across the site to ensure direct connection between public transport nodes, open space, shared zone and the ground level of buildings
- Ensure vehicle parking is managed and contained within a basement, or podium format concealed by active and attractive uses where possible, or quality facade treatment where it interfaces with public frontage, including the provision of vertical gardens where appropriate
- Encourage the utilisation of roofing to provide communal gathering space, urban landscape and high-quality outlook (when viewed from upper level dwellings)

Draft Schedule 1 to Clause 37.08

Activity Centre Zone

LAND USE AND DEVELOPMENT OBJECTIVES TO BE ACHIEVED

Land Use

- To encourage active ground floor uses to activate street frontages along main roads, shared zones, and key pedestrian and cycle linkages.

Built Form

- To encourage innovative and contemporary architecture and urban design treatments, including at gateway and landmark locations identified in the Framework Plan
- To ensure built form maximises the use of articulation and materiality, minimises overshadowing and provides for high quality architecture to the highest environmental standards
- To maintain appropriate levels of solar access to existing and proposed open spaces and the public realm

Public realm

- To ensure public spaces are not unreasonably impacted by overshadowing.
- To ensure public spaces are provided with adequate surveillance through active adjacent uses and passive surveillance

Open space and landscaping

- To maximise opportunities for landscaping and public art in horizontal and vertical planes.

PRECINCT 5 – RAILWAY PRECINCT

Precinct objectives

- To create a 'people friendly' quality through redevelopment that supports a permeable network of pedestrian linkages, pedestrian plazas, public spaces and shared zones with active frontages and address.

Precinct guidelines

- Establish a clear hierarchy of uses within key development sites, with activation concentrated at the lower levels, or in the case of a podium form within the whole of the street wall podium levels.
- Arrange development within Precinct 5 as a suite of distinct forms, rather than as a single development envelope.
- Avoid unreasonable visual bulk of new development when viewed from the public realm by ensuring appropriate scale, form and articulation.

- Ensure new development above the rail trench provides for separation between built form above podium level allowing for visual breaks and views through Precinct 5 into Cheltenham Park.
- Protect and reveal key view lines to the heritage station and to Cheltenham Park from Charman Road and from Station Road.
- Ensure that the design and massing of new development, including landmark and gateway buildings, adjacent to existing or planned public open space seeks to minimise the impact of wind and overshadowing in order to ensure a high level of user amenity within the public realm.
- Minimise overshadowing of existing and planned open space between 11am and 2pm on the equinox.
- Ensure the layout of development within Precinct 5 provides visual and physical permeability via careful arrangement of built form, pedestrian paths, bicycle connections, shared zones, and open spaces at ground and upper levels,
- Ensure that new development strengthens the landscape character of Cheltenham Park by incorporating complementary landscaping (on structure and at natural grade) along the interfaces of Railway Walk, The Cheltenham Pioneer Cemetery, Cheltenham Park and the new pedestrian plaza and open space area.



DOC/19/193887

25 July 2019

Cr Georgina Oxley
 Mayor
 City of Kingston
 PO BOX 1000
 MENTONE VIC 3194

Via email: georgina.oxley@kingston.vic.gov.au

Dear Cr Oxley

Congratulations on securing an agreement with the Level Crossing Removal Project (LXRP) to provide additional open space by increasing the deck area over the railway trench.

About 12 months ago the Bayside and Kingston organisations worked to establish the criteria under which Bayside could agree to support a change to the municipal boundary so that the entire Cheltenham Station precinct was in the municipality of Kingston. Bayside subsequently resolved on 18 September 2018:

That Council:

1. *supports the Cheltenham Park Interface Treatment prepared by Kingston City Council as shown in Attachment 2;*
2. *supports a municipal boundary realignment to facilitate development in accordance with the Cheltenham Park Interface Treatment as shown in Attachment 2, subject to:*
 - a) *the urban design and planning controls being incorporated into the relevant documentation; and*
 - b) *agreement on a suitable financial contribution from the City of Kingston towards the improvement and maintenance of Cheltenham Park.*
3. *writes to Kingston City Council and the Minister for Local Government advising of this decision.*

While I understand that there have been a range of ongoing discussions and negotiations between our Councils and the LXRP regarding the design solutions for Cheltenham Station and its surrounds, no progress has been made in the form of reaching the agreements required by Bayside's resolution. I understand that this is not a matter of contention but it has been assessed as a lower priority matter for finalisation by Kingston.

The early discussions regarding financial contributions were based around public open space levies payable on what is now land that sits within Bayside and a proportion of rate income (10%) for a period of 10 years for properties situated on that land.



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I am conscious that while the matter of the boundary location remains unresolved, there is potential for delays when the ultimate development design outcome for the station area is ready to be constructed.

Mick Cummins, Chief Executive Officer would welcome a discussion with your staff to progress this matter.

Yours faithfully

A handwritten signature in blue ink, appearing to read "Michael Heffernan".

Cr Michael Heffernan
Mayor

Copy: Mick Cummins

10. City Assets and Environment Reports

Ordinary Meeting of Council

28 January 2020

Agenda Item No: 10.1

PARKING MANAGEMENT POLICY - REVIEW

Contact Officer: Alex Reid, Traffic and Transport Engineer

Purpose of Report

This report sets out the review of Council's Parking Management Policy, which expires on 31 December 2019.

The review incorporates feedback from the Ward Committee meetings (held between 8 October and 10 October 2019), Councillor Information Session on 19 August 2019, the Kingston Parking Strategy and internal officer review. The focus of the review has been to better align the draft revised Parking Management Policy to residents and users' expectations.

This report recommends approving the draft revised Parking Management Policy for community engagement in February 2020 and extending the current Policy until 30 June 2020 to allow for this engagement and finalisation of the Policy to be completed.

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 extensive feedback from the Ward Committee meetings, Kingston Parking Strategy, customer feedback and internal review on parking permit areas, fees, eligibility, and the number of permits.
2. Endorse the draft Parking Management Policy to be released for community engagement in February 2020 for a period of four weeks.
3. Extend the current Parking Management Policy 2016, due to expire on 31 December 2019, to 30 June 2020.

1. Executive Summary

The current City of Kingston's Parking Management Policy was approved by Council on the 26 April 2016 (see Appendix 1). This document is due to be reviewed by the 31 December 2019.

At the Strategic Councillor Information Session of 19 August 2019, Councillors provided direction on the community engagement process needed for the review the Council's Parking Management Policy. Council has previously received feedback from the community on the current policy through engagement for the Kingston Parking Strategy. Traffic and Transport and Customer Care officers receive regular feedback directly from residents on the issues raised in this report. Most recently in-depth feedback was received from the Ward Committees. There are three Ward Committees – one in each ward – with between 12 and 15 members from each ward represent the demographic profile of the community in each ward and are reflective of a broad range of community interests, locations, gender, cultural background, suburb, and age.

Key feedback received from the community includes:

- People should be encouraged to park within their own property rather than parking on the street.
- There is concern about too much car parking demand from new development.
- Everyone who needs parking permits should be able to access them, regardless of dwelling type. This is seen as being fair to all residents, especially for those in older units which were developed before there were Planning Scheme requirements in place to regulate off-street car parking.
- There are mixed views on fees. Some respondents view that charging a fee will reduce demand and help encourage parking off-street. Others believe it should be covered by general rates.
- There is general support for transitioning to an area-based system and rolling parking areas out to higher development areas.

Council officers' internal review of the existing permit scheme found the following:

- 5,000 properties are eligible for permits (about 8% of dwellings in the municipality).
- 1,800 of these households have sought permits (about 36% of eligible properties).
- The permit scheme raises about \$21,000 a year.
- 270 properties have 'legacy' permits under earlier schemes.
- If Council were to include older multi-unit developments in the scheme, about 1,000 additional properties would be eligible for permits.
- Recent parking surveys in activity centres show a maximum use of the on-street parking spaces available is between 50-65%. Outside these centres, the occupancy rate is lower.

The depth and breadth of feedback received means officers are confident the draft revised Policy Review accurately expresses the views of the community and responds to the changing land uses of Kingston.

It is proposed to release the Draft Parking Management Policy for community engagement in February 2020 ahead of a planned adoption of the Policy by June 2020.

The existing Policy expires on 31 December 2019, approval for an extension to the current Policy until 30 June 2020 is being sought to allow for the completion of the review.

2. Background

The current Parking Management Policy was approved by Council on the 26 April 2016. This document was due to be reviewed by the 31 December 2019.

At the Strategic Councillor Information Session of 19 August 2019, Councillors provided direction on the community engagement process required to review the Council's Parking Management Policy.

Council has previously received feedback from the community on the current policy through engagement for the Kingston Parking Strategy. Traffic and Transport and Customer Care officers receive regular feedback directly from residents on the issues raised in this report, and most recently in-depth feedback was received from the Ward Committees. There are three Committees – one in each ward – with between 12 and 15 members from each ward representing the demographic profile of the community in each ward and reflective of a broad range of community interests, locations, gender, cultural background, suburb, and age.

3. Discussion

3.1 Council Plan Alignment

Goal 4 - Our free-moving safe, prosperous and dynamic city
Direction 4.4 - Integrated accessible transport and free moving city

Parking is an issue that will impact more and more people in our community as the City continues to experience growth in population and development. The Parking Management Policy provides the framework for the City of Kingston to manage parking across the municipality for the benefit of the whole community, for all road users and in a consistent, equitable and transparent way. The Policy sets out the main principles the Council uses to manage parking restrictions, parking permits, and other parking issues. It will help Council to balance competing demands for residential amenity, road safety, road usage and economic prosperity. This will help to ensure an integrated accessible transport network that is free moving.

3.2 Consultation/Internal Review

At the Strategic Councillor Information Session of 19 August 2019, Councillors provided direction on the community engagement process required to review the Council's Parking Management Policy.

Council has previously received feedback from the community on the current Policy through engagement for the Kingston Parking Strategy. Traffic and Transport and Customer Care officers receive regular feedback directly from residents on the issues raised in this report and most recently in-depth feedback was received from the Ward Committees. There are three Committees – one in each ward – with between 12 and 15 members from each ward represent the demographic profile of the community in each ward and reflective of a broad range of community interests, locations, gender, cultural background, suburb, and age.

MosaicLab was commissioned to facilitate the Ward Committee meetings producing notes and analysis of the feedback provided at each meeting (see Appendix 2).

The depth and breadth of feedback received means officers are confident the draft revised Policy Review accurately expresses the views of the community and responds to the changing land uses of Kingston.

The draft Parking Management Policy is proposed to be released for community engagement in February 2020 for a period of four weeks through Your Kingston Your Say and advertised through the usual channels ahead of a planned endorsement of the final Policy by June 2020.

3.3 Operation and Strategic Issues

The feedback from Ward Committees, customer interactions and Kingston Parking Strategy has been used to inform the review of the Strategy detailed in this section.

3.3.1 Parking permit areas

- Currently permits are given to residents living directly opposite or adjacent to a restriction in a street.
- Residents have commented they cannot park on restrictions in neighbouring streets.
- Ward committee members provided feedback on combining a few local streets into a single zone. This would allow residents to park in several neighbouring streets.
- 71% of Committee members supported combining streets into small permit areas – with more members living with it or liking it rather than loving it.
- Committee members supported the proposal because it would provide greater flexibility for residents to park closer to their homes. Some members expressed concerns that creating these areas would be harder to manage, to implement and to understand boundaries. They commented that the size of the areas should be small enough to be within walking distance, well lit, and ensure the number of permits match the number of spaces.
- The Policy has therefore been amended to allow officers to review existing permit zones to provide residents with opportunities to park in more than the street they live in. Residents will be consulted about the proposed area which will cover a few local streets. If supported by the community, supplementary signs will be added to existing parking signs to clearly identify the areas where residents can park. The consultation and implementation process for these reviews will require considerable officer time, so a further report may be needed on how this can be achieved.

3.3.2 Proactive roll-out in higher-development areas

- The current Parking Management Policy sets a high level, before parking restrictions will be investigated in a street – 85% of parking spaces need to be occupied before an investigation is made for parking restrictions. Community feedback is that this level is too high, and the practice has been to engage with residents on whether there is general support for implementing parking restrictions.
- Ward committee members provided feedback on proactively extending restrictions into areas with higher developments.
- 83% of Committee members supported a proactive roll-out of parking controls in higher-development areas, although this support was qualified.
- Committee members supported the proactive approach to encourage developers to provide adequate parking in new developments, to anticipate residents' concerns about parking from new development, and to encourage the use of alternatives to the car. Some members express concerns about the amount of resources needed to proactively extend the areas, and the need to provide a balance for different users of parking in these areas.

- The Policy has therefore been amended so that parking in higher-development areas can be investigated without the need to meet the 85% criteria. This approach allows for a staged roll out of the smaller zone areas (described in Section 3.3.1 of this report), with incremental expansion of the zones as demand requires and addresses the need for Council to be more responsive to residents' requests for parking restrictions in higher development areas. The Policy also sets out in detail how Council seeks to provide an equitable balance between the parking needs of residents and other users such as customers in shopping precincts and commuters.

3.3.3 Removing the distinction between single dwellings, dual, three or more dwellings and shop-top apartments

- Currently single dwellings are eligible for two permits. Dual dwellings are eligible for one permit. Residents living in three or more units on a lot or 'shop-top' apartments are not eligible for permits.
- Residents living in two dwellings (or more) on a lot advertised **after** 28 July 2015 are not eligible for permits.
- Residents living in dual dwellings comment that it is unfair that residents living in single dwellings are eligible to more permits than they can have.
- Residents living in multi-unit developments advertised **before** July 2015 think it is unfair they are not eligible to permits as this was applied retrospectively.
- 59% of Committee members supported removing the distinction between single dwellings, dual, and three or more dwellings and shop stop apartments. However, this support was qualified and there were a significant number (22%) who strongly opposed this proposal.
- Committee members supported removing the distinction between property types because it is more equitable and fair. However, some members express concerns that at **new** developments this would lead to more congestion and on-street parking demand as developers would not provide adequate on-site parking.
- The Policy has therefore been amended to remove the distinction between single dwellings, dual and three or more dwellings and shop-top apartments advertised **before** 28 July 2015.
- Residents living in two dwellings (or more) on a lot advertised **after** 28 July 2015 will still not be eligible for permits. Residents living in these new developments will need to park their cars in on-site garages, car ports or driveway spaces provided by developers (under the planning scheme). Thus, demand for on-street parking will decrease over time as new development occurs.

3.3.4 Special consideration provision for medical conditions, personal safety

- Currently residents living in single dwellings are eligible for two permits, the first free and the second is \$20 for one year. Dual dwellings are eligible for one permit costing \$20 per annum.
- Some elderly residents, residents with a disability or residents dependent on support object to paying for a permit and seek concessionary or free permits.
- Similarly, officers have received feedback it is inconvenient for parents of small children to move vehicles in restricted areas.
- 88% of Committee members supported special consideration for permits for these types of situations, and the level strongly supporting this position is also very high.

- Committee members supported special consideration because it is equitable, fair, caring, and inclusive. Some members express concerns about the cost and process involved in validating and administering applications for concessions.
- The Council Policy has therefore been amended to provide a free permit to all residents eligible for permits. However, special consideration provisions have been included for those requiring in-home care or other medical conditions, for parents with young children, as well as residents with genuine concerns for personal safety.

3.3.5 Permit fees and number of permits

- Residents currently living in single dwellings are eligible for two permits, the first free and the second is \$20 a year. Dual dwellings are eligible for one permit costing \$20 a year.
- Some residents object to paying for a permit as they are already rate payers. Other residents living in dual dwellings think it is unfair that resident living in a single dwelling can choose to get a single permit for free.
- 66% of Committee members supported the first permit for free, a second permit for \$50 and the third for \$100, although this support is qualified.
- Committee members supported escalating fees as a way of reducing demand for on-street parking and encouraging drivers to park in their cars within their own property. They also thought that it provides residents with options to obtain extra permits if required. Some members express concerns that Council is seeking to raise revenue on parking 'a cash grab' and that providing too many permits does not provide an incentive for people to park their vehicle within their property. Some thought issuing too many permits would result in them being misused.
- The Council Policy has therefore been amended to provide a free permit to all residents eligible for permits and a second permit (only) at a charge that will be determined annually in the Council budget (starting at \$50, but to be reviewed annually). There is little demand for three permits and the feedback from the Ward Committees is this will lead to more parking congestion.
- Only around 35% of eligible properties have residential parking permits, even though they are free for over half these residents. This suggests the act of applying for permits, even if they are free (rather than them being granted 'as of right') means only residents who have a need for a parking permit apply for them.
- The limit of two permits per dwelling also reflects the fact that the Council permits can be transferred between vehicles and are not linked to a specific vehicle registration number plate. The charge for the second permit also seeks to encourage drivers to park their vehicles on their own property which reduces demand for on-street parking and traffic congestion. Residents seeking permits would still need to apply for them.

3.3.6 Remove 'legacy clause' for people on old schemes

- Currently around 270 existing resident permit holders have been allocated more than two permits under previous permit policy. Council acknowledges that these residents may wish to retain their existing allocation until they vacate the property. Council has therefore continued to provide the old allocation - 'legacy clause'.
- 69% of Committee members supported removing the legacy clause, although the detailed feedback suggested phasing it out as residents move

out was the preferred approach. 21% of members strongly disagreed with removing the legacy clause.

- Committee members supported removing the clause because it makes the permit scheme consistent for everybody and would be easier to administer. However, some thought this should be phased out over time, that the number of residents affected are too small to worry about and that it would be a 'breach of contract' to remove the existing permit allocation.
- The Council Policy will therefore retain the 'legacy clause'. Residents will be allowed to maintain the number of permits until the resident vacates the property or the property lot is developed with a net increase in the number of dwellings.

3.3.7 Policy and Resource Implications

The Policy has also been revised to make the following additional changes:

- The structure of the Policy has been changed so that the management of parking restrictions is now described earlier in the document whilst Parking Permits are described later in the document. This is to provide a better flow to the document which together with text changes makes it easier to read. Definitions and delegations have also been moved to the end of the document in line with current policy templates.
- The minimum response rate to authenticate consultation has been changed from 25% to 15% to better reflect the actual response rates to consultation.
- Reference to the 7.7m length of an emergency vehicle has been removed.
- A section on hockey stick markings have been added to reflect that most residents request for these marking are in areas of high parking demand and that outside these areas these road markings can reduce visual amenity.
- Some of the definitions have been changed slightly or added to reflect the changes described above.
- Residents living within 30m of a parking restriction have been included in residents allowed to apply for a permit to reflect residents' concerns about people living just outside a parking restriction not being entitled to a permit.
- References to the Parking Management Guidelines 2014 and Parking Permit Conditions 2014 have been removed as they are now integrated into the Parking Management Policy.
- In Activity Centres and Commercial Centres, the level of parking demand needed before a review takes place has been reduced from 95% to 85% to make it easier for a review to take place.
- During consultation both property occupiers and owners (who live elsewhere) will now be consulted. Previously only property occupiers were consulted. This reflects concerns from owners about not being consulted on changes to parking.
- An additional trigger has been added so that where parking demand is low Council can review parking restrictions so that parking better reflects demand for parking in the street. This reflects some residents' and traders concerns that some residential streets have very low levels of parking.
- The Policy allows the Manager of Traffic and Transport to make special consideration for allocating permits - for example on parking restrictions signed 1 hour less, medical reasons or for personal safety reasons.

3.3.8 Customer experience and online application design

- Feedback has been received about the customer experience of the current online residential parking permit application process.
- Customers have reported that an application for a free permit and a paid permit requires two separate transactions. The current system is difficult to navigate for the customer increasing the potential for errors.
- Officers' analysis of the issue has determined the need to have one process for free permits and one for paid permits is the cause of the issue. The development of the separate processes was necessitated by having different eligibility criteria for different dwelling types.
- An alternative design for the application process has been conceived that will present the customer with two options: to either receive a single free permit or pay to receive two permits. Ideally all customers will have the same eligibility criteria (as per Section 3.3.3 of this report) so they will be presented with clear choices and do not need to understand the nuance of their particular situation.
- The alternative design presents a much better experience for the customer, as it is transparent for all residents and can be handled in one transaction.

4. Conclusion

Council officers have sought community feedback on proposed changes to the Parking Management Policy. This review of the Policy has taken a Customer First approach to parking management, so that the Policy will be easier to understand, administer and enforce, and better aligns with the expectations of residents. A draft of the revised Parking Management Policy is attached as Appendix 3. Officers are seeking approval to consult with the broader community on this draft Parking Management Policy in February 2020. The existing the Parking Management Policy expires on 31 December 2019 will be extended to 30 June 2020.

4.1 Environmental Implications

Parking is an issue that will impact more and more of people in our community as the City continues to experience growth in population and development. This Policy provides the framework for the City of Kingston to manage parking across the municipality for the benefit of the whole community. This will help to ensure an integrated accessible transport that is free moving.

4.2 Social Implications

This review of the Parking Management Policy will help Council to balance competing demands for residential amenity, road safety, road usage and economic prosperity. The draft Policy has been revised to better align with the expectations of residents – a customer first approach.

4.3 Resource Implications

The draft Parking Management Policy has been revised to provide a free permit to all residents eligible for permits and a second permit (only) at a charge that will be determined annually in the Council budget (which will commence at \$50 but be reviewed annually). This will have the following impacts on income:

- Approximately 650 units who are currently paying \$20 for a single permit would be able to claim that permit for free.
- Approximately 400 single dwellings pay for a second permit, which would increase from \$20 to \$50.
- Some unit holders may choose to pay for a second permit if it were available to them; conversely some single dwelling holders may elect not to purchase a

second permit given the increase in price. It is assumed the balance of these shifts will be negligible.

The expected loss of c. \$13,000 from the units is covered by an increase of c. \$12,000 from the single dwellings. It is expected that approximately 400 properties will pay for a parking permit to give an overall income of c. \$20,000.

The draft Policy has also been amended to allow officers to review existing permit zones to provide residents with opportunities to park in more than the street they live in. If approved, the consultation and implementation process for these area reviews will require considerable officer time, so a further report will be brought to Council on how this can be achieved.

4.4 Legal / Risk Implications

The existing the Parking Management Policy expires on 31 December 2019 will be extended to 30 June 2020.

Appendices

Appendix 1 - Parking Management Policy (Ref 19/269144)  [↓](#)

Appendix 2 - Parking Management Policy Ward Committee Notes (Ref 19/267414)  [↓](#)

Appendix 3 - Draft Parking Management Policy (Ref 19/283225)  [↓](#)

Author/s: Alex Reid, Traffic and Transport Engineer
Reviewed and Approved By: Ross Gregory, Manager Traffic and Transport
Bridget Draper, General Manager City Assets and Environment

10.1

PARKING MANAGEMENT POLICY - REVIEW

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Parking Management Policy

APPROVAL / VERSION NO:	Version 1 – Approved by Council on 26/04/2016
TRIM REF:	16/48804
REVIEW	31/12/2019
RESPONSIBLE EXECUTIVE	General Manager City Assets and Environment
POLICY OWNER	Manager Traffic and Transport

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1. Purpose of the Policy

Purpose

The purpose of this document is to provide Kingston City Council with a framework to manage parking across the municipality for the benefit of the whole community and road users. It provides guidance for the introduction of new parking restrictions or changes to existing parking for road safety reasons, where parking is in high demand or where traffic congestion has increased

This document sets out the approach, tools, principles and procedures that Council will follow in order to manage parking and its Parking Permit Scheme to ensure consistent, equitable and transparent outcomes.

Parking is a growing issue for the community and requires a whole-of-community response. Everyone can play a positive part by:

- parking within your own property to minimise on-street parking
- walking children to and from school
- considering walking, cycling or using public transport for short neighbourhood trips
- avoiding parking recreational vehicles, such as boats and caravans, on public streets
- catching a bus to the train station, rather than parking your car in local streets surrounding train stations.

Objectives

The objectives of this document are to:

- provide a framework to manage parking to satisfy the needs of the community
- promote a safe, accessible and sustainable road environment for all users
- protect residential amenity while providing equitable access to on-street parking, access for vehicles (including emergency services), cyclists and pedestrians
- facilitate access to commercial activities and other community facilities while balancing the needs of residents
- ensure parking improves community safety, amenity and economic activity.

2. Definitions

Area of interest	Road link or collection of roads with the same parking issue; a section of road 150m or greater in length; or a section of road with the same existing parking restrictions.
Abutting Property	A property on the same side of the road as the parking spaces. This does not include properties on the opposite side of the road.
Mixed-use	A property that has more than one use, such as retail on the ground floor and residential on the upper floors, including 'shop-top' living
Multi-dwelling property	A property with 3 or more dwellings and includes subdivided sites.
Occupation rate	This is the percentage of parking spaces that are occupied in the area of interest, as an average for the area.
Parking permit	A parking permit issued by the City of Kingston.
Parking turnover rate	The actual parking usage over the theoretical parking availability, in an area of interest.
Residential property	A property that is solely for residential purposes, excluding multi-dwelling properties.
Response rate	The number of properties who responded, as a percentage of the total number of properties consulted.

3. Parking Management Policy

Policy Statement

As competition for parking spaces in public areas increases due to changes in population density, visitor profiles and the average number of vehicles per household, Council will balance the competing requirements of residential amenity, road safety, road usage and economic prosperity through the implementation of managed parking restrictions using approved guidelines.

Council will enforce parking restrictions and permits through the Kingston Local Law.

Scope

This policy applies to all Council roads, public parks in Kingston and private parking areas where agreements exist between Kingston City Council and the property owner. To group the parking needs of similar areas, the policy refers to specific parking needs in the following precincts:

- residential areas
- commercial areas including major and minor activity centres
- foreshore areas
- school and safety areas

- industrial areas
- narrow roads and laneways.

This document outlines the parking restrictions to be used and any exemptions.

The types of Parking Permits issued are listed in section 4: Parking Permits.

4. Parking Permits

A range of permits have been established to meet and balance the different needs of residents, visitors and businesses in Kingston. Parking permit types include:

- Residential Parking Permit
- Disabled Parking Permit (Blue and Green types)
- Trader Parking Permit
- Foreshore Parking Permit
- Car Share Permit.
- Work Zone Permit

Typically, a permit allows the permit holder's vehicle to remain parked for longer than the displayed time restrictions or to park in designated spaces. The application and the design requirements for each permit type are described in the Parking Management Guidelines.

The rules under which each permit type is issued, and the conditions associated with the continued use of the permit, are described separately in the Parking Permit Conditions

4.1. Residential Parking Permits

Residential permits are available to residents of the City of Kingston. Residential permits exempt the permit holder from time-based parking restrictions or allow them to park in residential permit zones. Permits allow residents greater opportunity to park near their property, but do not guarantee a parking space nearby.

A Residential Parking Permit Area can be established by the Traffic and Transport Team in consultation with Local Laws. These areas may cover a street, part of a street or a number of streets and any permit issued will be valid for all streets or locations in the specified area.

Duration of Residential Parking Permits

Residential parking permits are valid for 12 months and renewed on 1 September annually.

Number permits available

Housing Type (Dwellings per lot)	Permits		
	Free	Fee applies	Total
Single Dwelling	1	1	2
Dual Dwellings*	0	1	1
Three or more Dwellings	0	0	0

***Addresses with 2 dwellings per lot granted planning advertisement after 28 July 2015 will not be eligible for a parking permit.**

Eligibility

Residential Parking Permits will be made available under the following conditions:

- A large number of existing properties do not have access to off-street parking, for example a series of terrace houses built prior to statutory planning requirements for off-street parking, in this case an exception may be granted from the Manager, Traffic and Transport.
- Shop-top apartments within residential areas will be subject to the same eligibility requirements as all residential dwellings, shop-top apartments in commercial or activities centre zones are not eligible for parking permits.

Residential Parking Permits will not apply to some time-based restricted spaces:

- Residential Parking Permits will not apply to spaces with parking restrictions sign-posted 1P or less.
- Properties granted planning advertisement after 28 July 2015 exists incorporating a net increase in total dwellings in the following zones:
 - Activity Centre Zone
 - Comprehensive Development Zone
 - Commercial 1 Zone
 - Commercial 2 Zone
 - Mixed Use Zone
 - Residential Growth Zone
 - General Residential Zone Schedules 1 and 2

These restrictions ensure that all future occupants in new developments in Kingston cannot park on time-based on-street car parking. The need for on-site parking is assessed through the Kingston Planning Scheme and is expected to be provided on-site for these developments.

Council acknowledges it is unsuitable to implement the new parking policy measures and guidelines in areas where residents already have parking permits. As such existing permit holders will be permitted to continue to hold valid permits until such a time as the resident vacates the property. All new applications will be subject to Kingston Parking Management Policy and Parking Guidelines.

Fees

Where fees for a residential parking permit apply, the cost will be \$20 per annum to cover the administration cost of issuing the permit and managing the resident parking permit schemes.

4.2. Parking for People with Disabilities

People with disabilities have access to two types of parking permits – Blue Permits and Green Permits.

Blue Permit holders may use the wider accessible spaces. When providing these wider parking spaces for people with disabilities, a number of issues must be considered including Australian Standard design requirements, ramp/footpath access to the parking space and that the driver may be the person with the disability (rather than the passenger). It is therefore generally easier to meet all requirements for such spaces in off-street parking situations.

Where on-street angle parking is available, providing safe parking spaces for people with disabilities will generally be possible. Where on-street parallel parking is the only parking available, it is generally not safe to provide a parking space for people with disabilities, as the driver (who may be disabled) will be getting out of the vehicle in the path of approaching traffic. Parallel on-street parking spaces for people with disabilities will only be provided on roads wide enough to ensure the full width wider parking space, clear of any traffic or cycling running lanes and where ramps can be provided.

4.3. Foreshore Parking Permit

Foreshore Parking Permits are issued to all ratepayers within Kingston enabling them to park free of charge in designated foreshore areas.

Foreshore parking permits are renewed every three (3) years from 1 September 2015. Parking restrictions will be implemented in car parks and streets near the foreshore. In these cases the parking restrictions will:

- focus on a balance between residential, local business and visitor parking
- be analysed, designed and implemented using the methodology for technical assessment and community engagement detailed in the Parking Management Guidelines.

4.4. Share Car Permit

The car share scheme is designed to reduce on-street car parking pressures by encouraging people to use shared vehicles to meet their car travel needs. Car sharing supports sustainable travel because the booking process encourages people to consider travel alternatives before choosing to drive.

Duration Share Car Permit

Car share bays are provided to the operator for a period 2 years, with the option to renew.

Eligibility

Applies to Council land and Council-managed roads:

- Car share bays are subject to approval by Council.
- Council will work with the operator to identify appropriate sites and consult with nearby land owners and occupants prior to installing on-street car share bays. Council will consider submissions received and reserve the right to decline the application.
- Car share operators must bear the costs associated with the installation of a car share facility which must include the supply and installation of two generic car share parking signs and line marking of the bay (as a minimum).
- Operators are responsible for submitting planning permit applications for all promotional and information signs associated with the car share bay (if required).
- Preference will be given to operators who use fuel-efficient, low-emission vehicles to further promote sustainable transport options.
- Operators will be required to provide Council with an annual report outlining car share use patterns within the municipality.

Fees

Car share operators will be charged a fee for exclusive access to a car share bay for a 12-month period to be determined by Council's property services team.

Application

Applications must be made in writing and received by the Property Services department in line with Council's existing Commercial use of Council Land Policy.

The application must include the following:

- completed Commercial Use of Council Land Application Form
- a detailed site specific plan
- public liability insurance with cover of no less than \$10 million, indemnifying council

- detailed operational overview of Car Share scheme and operator.

Cancellation

If, due to unforeseen circumstances, Council needs to relocate or suspend a car share bay – Council will work with the relevant car share operator to find a suitable, alternative location. The costs of new signage and line marking will be covered by Council in such circumstances.

4.5. Trader Parking Permits

Parking restrictions will normally be implemented in commercial areas or activity centres. In these cases the parking restrictions will:

- focus on a balance of high-turnover, short-term time restrictions limited to normal business hours and longer-term parking for staff
- focus on reducing road congestion
- focus on supporting local business prosperity
- be analysed, designed and implemented using the methodology for technical assessment and community engagement detailed in the Parking Management Guidelines.

Trader Parking Permits may be made available under the following conditions:

- there is a demand from local businesses as determined by parking studies and the Economic Development Department; taking into account existing on-site provisions
- suitable parking sites are available within the commercial zone.

4.6. Work Zone Permit

A work zone permit is intended to permit the occupation of on-street car parking spaces, where appropriate, for the exclusive use by entities undertaking construction or works within an adjacent site.

Duration

As per application, this will be assessed on a case-by-case basis.

Eligibility

As per application, this will be assessed on a case-by-case basis with regards to existing street parking provisions and operational need.

Fees

An occupation rate will be charged as per the Fees and Charges schedule adopted in Council's Annual Budget.

Application

A Work Zone Permit application will be made as part of a traffic management plan for construction purposes and assessed by the Transport and Traffic Department.

5. Decision Guidelines

There are no exemptions to this Policy except where provided under the Road Safety Rules 2009.

6. Policy owner

The position responsible for writing and/or reviewing the policy and ensuring it is kept up-to-date with any legislative or operational changes is the Manager, Traffic and Transport. This position can be contacted for assistance and information about this Policy.

7. Delegation Authority

Delegations under the following Acts and Regulations that apply to this Policy:

- *Local Government Act 1989*

8. Responsible Executive

The General Manager, City Assets and Environment has responsibility for this policy.

9. Review

This Policy is to be reviewed by 31 December 2019.

10. Related Documents

This policy refers to the following State legislation and local laws:

- Local Government Act 1989*
- Road Safety (Traffic Management) Regulations 2005
- Road Safety Road Rules 2009
- Community Local Laws 2015

This policy refers to the following internal plans and strategies:

- Living Kingston 2035
- One Vision Council Plan 2013 – 2017
- Parking Management Guidelines 2014

- d) Parking Permit Conditions 2014
- e) Commercial Use of Council Land Policy 2014

11. Parking Policy Framework

The purpose of the parking policy framework is to describe the processes which Kingston City Council manages parking across the municipality for the benefit of the whole community and road users.

It provides guidance for the introduction of new parking restrictions or the modification of existing conditions where a road safety hazard has developed, where parking spaces are in high demand or where there has been an increase in traffic congestion.

11.1. Background

The Kingston municipality has a number of issues related to parking. In some cases this is caused by the general population change in Melbourne which sees increased housing density and a general increase in the number of cars present on local roads. In other areas parking issues have been long-standing, for example where the roads are narrow or near the beach where the seasonal demand is high.

In a number of areas in Kingston, the demand for parking is already greater than the supply of parking spaces.

This framework is designed to:

- demonstrate a commitment and process to managing parking to best satisfy the needs of the community
- promote a safe, accessible and sustainable road environment for all users
- protect residential amenity while providing equitable access to on-street parking, access for vehicles (including emergency services), cyclists and pedestrians
- facilitate access to commercial and activity centres and other community facilities while balancing the needs of residents
- ensure parking infrastructure design, construction and maintenance improves community safety, amenity and increased economic activity.

12. Parking Management Principles and Procedures

Parking management and restrictions are to be designed to provide the best and highest use of the parking resources within the municipality.

The framework seeks to provide guidance on the relative priority of user groups within each parking zone.

12.1. User Priority

Each parking zone has a unique set of users with competing interests. In order to plan for the best and highest use of the limited parking supply we must prioritise the user as shown in the tables below. Priority is shown across three categories of A through to C, where A is deemed to be the most important user set and C is least important.

These user priorities help inform traffic studies to determine the most appropriate parking restrictions for the area.

Residential Parking

Residential parking restrictions will be implemented through time-based parking restrictions suitable for the adjacent high-demand use. The parking changes will be implemented following the community engagement model described in this document in part 12.4. In these cases the parking restrictions will focus on:

- the needs of the residents as the principal priority
- improving road safety around these locations, as pedestrian activity is likely to be higher
- reducing traffic congestion at peak usage periods.

Residential Parking Permits will usually be made available under the following conditions:

- time restrictions have been implemented in the street or area, however, Residential Parking Permits will not apply to spaces with parking restrictions of 1 hour and less – such as 5-minute parking spaces near schools – which are designed as safe pick-up and drop-off points for students
- there is a shortage of on-street parking for residential properties because either:
 - a. a large number of residential properties do not have access to off-street parking and/or
 - b. there are significantly more residential properties than available parking spaces
- residential properties are within 400 metres of a commercial area or a railway station
- Resident Parking Permits do not permit parking within off-street public car parks, in these areas all visitors must obey parking restrictions.

Residential Areas		
A	B	C
Residents	Traders	Loading Zones
Bus and Taxi stops	Commuters	Short Term Parking
	Foreshore	School
	Disabled	

Commercial Areas and Activity Centres

Kingston City Council is committed to supporting our many local businesses and the efficient and effective application of parking management can contribute to the prosperity of our Activity Centres and small shopping strips. In these cases the parking management will focus on:

- time limited restrictions such as 1/2P, 1P or 2P should be used within an Activity Centre or be considered within 200m of a commercial area and will generally need only apply during business operating hours.
- to increase parking opportunities for customers and visitors, the occupancy rate should not exceed 95%. The balance between short and medium-term parking restrictions should be reviewed when this limit is reached.

Activity / Commercial Areas		
A	B	C
Disabled	Traders	Residents
Short-term Parking	Commuters	Schools
Bus and Taxi stops	Foreshore	
	Loading Zones	

Streets near Railway Stations

Where appropriate, Council should encourage local residents to walk, cycle or use public transport in their journey to railway stations. However, it is still important to provide some parking for commuters, while maintaining residential amenity.

- All residential streets within 400m distance of a railway station should be considered in each parking review.
- 2P or 4P, 9 AM – 6 PM, Mon – Fri restrictions should be used along one side of the residential street only.
- A Residential Parking Permit scheme can be implemented for selected streets or the area within the study zone.
- Where the railway line is the abutting property, parking is to be made available to encourage public transport usage or for commuter parking. Exceptions will be where there may be conflict such as with a cycling lane, where parking would significantly delay traffic in an otherwise uncongested environment or other safety issues.
- Where the railway line is on the opposite side of the road, parking should be primarily for the use of the abutting properties. Any under-used parking should be made available for commuters.

Rail Stations		
A	B	C
Disabled	Short-term Parking	Residents
Bus and Taxi stops	Loading Zones	Foreshore
Commuters		Schools
		Traders

Foreshore Areas

Parking restrictions will be implemented in car parks and streets near the foreshore. In these cases the parking restrictions will:

- focus on a balance between residential, local business and visitor parking
- be analyzed, designed and implemented using the methodology for technical assessment and community engagement detailed in the Parking Policy Framework.

Foreshore Areas		
A	B	C
Foreshore	Trader Parking	Commuter Parking
Bus and Taxi stops	Residents	Loading Zones
Short-term Parking	Disabled Parking	Schools

Streets with Schools, Kindergartens, Hospitals

The safety of pedestrians and cyclists around schools is the prime concern when investigating parking restrictions near schools, kindergartens and child care centres.

The whole school community needs to be involved in road safety improvements including changes to parking arrangements. It is generally members of the school community who create safety issues around schools.

It is expected that all school staff parking is provided off-street or in appropriately restricted streets. The streets adjacent to the school are for pick-up and drop-off purposes only.

The special process developed by Kingston to engage the school community in a holistic review of the transport needs of the community is the Kingston Schools Audit Program.

In a similar way, care needs to be taken to minimise any impact of parked cars on safe travel for pedestrians and cyclists near medical facilities.

Schools		
A	B	C
Schools	Residents	Teachers
Bus and Taxi stops	Commuter Parking	Foreshore
Short-term Parking	Disabled Parking	Traders

12.2. Parking Study Triggers

The table below outlines the trigger points that Kingston will use to guide when parking changes are instigated. These triggers are used when assessing the differing demand

profiles and relative user priorities for parking within the area to determine the most appropriate parking change.

Current Condition	Change Triggers
No parking restrictions	<ol style="list-style-type: none"> 1. Safety issues including pedestrian, cyclist and vehicle access issues (based on VicRoads CrashStats or Victoria Police data) 2. Access and delay issues for public transport services 3. Actual occupancy of parking spaces is greater than 85% for the survey period* 4. Road configuration changes require the installation of signage 5. Required post Kingston Schools Audit Program
Time-restrictions	<ol style="list-style-type: none"> 1. Actual occupancy of parking spaces is greater than 85% for the survey period* 2. Seasonal usage requires protection of resident amenity (for example near foreshore or near sporting facility), restrictions would only apply for that time of the year when protection is needed 3. Actual parking turnover in Activity Centres or shopping strips is less than 0.8 or greater than 1.2 for the survey period
Time & use restrictions (resident parking or trader parking)	<ol style="list-style-type: none"> 1. Actual occupancy of parking spaces is greater than 85% for the survey period* 2. Seasonal usage requires protection of resident amenity (For example near foreshore or near sporting facility) 3. Actual parking turnover in Activity Centres or shopping strips is less than 0.8 or greater than 1.2 for the survey period 4. Trader requirements for allocated parking
Time restrictions with paid restrictions	As above

*Actual occupancy is measured over a 150 metre segment on both sides of the road for a continuous period of ≥ 5 hours.

It is important to note that not all triggers need to be met to instigate change. However if either the occupancy rate or the parking turnover rates are not met, then it is unlikely that new parking restrictions will be considered.

Once a street or area has been investigated and a decision made to implement change or retain the parking status quo, no additional review of the area should be undertaken for at least twelve (12) months, unless some significant and sustained change in circumstances has been identified.

12.3. Parking Study Methodology

When the Traffic & Transport Team receives or identifies an issue with the current parking arrangements the following steps need to be taken:

- a) Determine whether or not a change is warranted
 - are the current parking restrictions being complied with? If not then enforcement should be the first action undertaken.
 - who is having parking issues? Council will require the initiator of the request to provide evidence of general community support, before any investigation proceeds.
 - what are the current parking arrangements and usage patterns?
 - has a 'change trigger' been met?
- b) Determine if a change would allow the objectives to be met
 - different restrictions times and/or types
 - more parking spaces restricted.
- c) Consult the community to consult on whether proposed changes are supported (if changes are warranted).
- d) Implement the change, if the change is supported.
- e) Advise the consulted community of the outcome.

12.4. Community Consultation

It is important that the impacted community has an opportunity to provide feedback on proposed changes to parking restrictions, before any changes are introduced.

The general exception to this is where a no-stopping ban is required to ensure safety for one or more road user group, at which time the impacted community will be advised of the new ban and the reason for it.

The following steps are to be undertaken when consulting on parking restriction changes:

- To determine who to consult first requires a clear appreciation of the group that the restrictions are aimed at assisting. If, for example, residents near a commercial area have difficulty locating parking near their homes, then the proposed parking restrictions are intended to assist residents and not the commercial area. It would therefore be appropriate that only the residents are consulted on the proposed parking changes, noting that the changes will only be abutting the residential properties.
- The area to be consulted should generally include every property, on both sides of the road, with a frontage to the area where the parking restriction changes are proposed. It may also be appropriate to include the corner properties that have a side fence to the street or area. It will generally not be necessary to consider properties with a back fence to the street or area. If the road is a divided road or has service roads, then only the abutting properties need to be consulted.
- If the proposed changes will impact on more than one abutting property type, each group should be consulted separately and their feedback considered independently. An example of this is where commuters are parking near a railway station, limiting access for customers to shops and residents to homes. The businesses and residents have different parking needs and thus the consultation should be undertaken independently to ensure that the needs of each group is fully considered.
- Property occupiers will be consulted, rather than owners, as parking directly affects the occupiers and residential parking permits are only issued to occupiers.

The following points will be considered, when undertaking consultation:

- A minimum response rate of 25% will be required to authenticate the survey. If this response rate is not met, it will be assumed the changes are of little importance to the community and will be implemented as necessary
- It will be deemed not appropriate to proceed with the changes if a majority of the responders are opposed to the proposed changes.
- Where a community is relatively evenly divided on the need for the changes, consideration of additional factors may be necessary to determine whether or not to proceed. Such factors include the detailed comments provided in the community feedback, impact on neighbouring area and consistency with other similar situations within Kingston.
- In a situation where the majority of community responses do not support the parking changes but Council still wants to instigate the changes, it may be done by the authority of Council. At such a time a detailed report will be provided to the community explaining the reasons behind the decision.

12.5. Kingston Schools Audit Program

Kingston has a Schools Audit Program, which is a holistic approach to improving safety around schools. During an audit it may be determined that changes to parking restrictions are needed to change parking habits and improve safe access to and from the school for students. The program involves working in collaboration with the school community. The types of changes may be to:

- encourage more active travel to school
- encourage parking to ensure children cross fewer roads to access the school
- provide a safe drop-off and pick-up zone for children
- ensure neighbouring properties have adequate on-street parking opportunities.

Once the types of changes needed are determined through the audit program, the local community is then consulted and changes implemented in the same way as other parking studies.

13. Road Use Hierarchy and Parking Restrictions

The aim of this document is to provide a framework for an equitable balance between the parking needs of residents and other users such as customers in a shopping precinct, public transport users, school communities and staff and visitors at hospitals.

The road network within Kingston is divided into a hierarchy of roads based on use, geometry and construction standards. Parking measures must be compatible with the road's primary function. The following guidelines describe the principles and options available for each road type. Please note that during detailed analysis of the issues a number of other options may be considered for implementation. The comments below discuss the key principles which will be considered for each road type.

13.1. Narrow Roads and Lanes

Kingston has a number of narrow roads and laneways that are used to access properties or connect to other access roads. To ensure public safety, access for emergency vehicles must be provided on all roads. Therefore on some narrow roads parking can only be permitted on one side of the road, while on very narrow roads no parking can be permitted.

Local Roads	
Trafficable width	Signage Treatment
Less than 5.0m	No parking allowed on either side. Signage is not required unless compliance issues are significant. The entrance to lanes should be cleared of parking to allow a 7.7m emergency vehicle to maneuver without obstruction.
Between 5.0 & 7.0m	Parking allowed on one side only. No stopping signs may be required for one side, where compliance is proven to be an issue. Parking may be provided in a staggered formation, to discourage speeding. Parking will not be allowed in the areas required for an emergency vehicle to turn safely.
7.0m or more	Parking may be allowed on both sides of the road, including opposite driveways. Alternatively, where it is warranted, angle parking may be provided on one side of a road, with or without parking on the other side, depending on the road width.

Major & Collector Roads (includes roads with public transport services)	
Trafficable width	Signage Treatment
Less than 5.5m	No parking allowed on either side. Signage may be required, if there is the potential for non-compliance.
Between 5.5 & 7.3m	Parking allowed on one side only. No stopping signs may be required for one side, which may be provided in a staggered formation. Parking will not be allowed in the areas required for an emergency vehicle to turn safely.
Greater than 7.3m	Parking may be allowed on both sides of the road. Alternatively, where it is warranted, angle parking may be provided on one side of a road, with or without parking on the other side, depending on the road width.

13.2. Local Access Roads / Local Collector Roads

Parking restrictions are not usually required unless triggered by demand from a school, commercial area, industrial area or sporting facility etc. The exceptions which may trigger parking restrictions are:

- When demand is greater than supply due to the number of vehicles regularly parked in the street. The trigger point is greater than 85% occupation. This includes streets with a mix of single dwellings and multi-dwelling buildings.
- When a significant number of properties in the street do not have vehicle crossovers or on-site parking.
- When the geometry of the road displaces available parking, for example when the street has numerous bends or traffic calming elements which restrict available parking spaces.

A Residential Parking Permit scheme may be implemented for the street or local area.

Parking restrictions should not be implemented where it adversely changes the safety profile of the road, for example by allowing speeding.

Kingston will consider indented parking bays or approved hard standing verge parking bays in some cases if:

- the width of the nature strip is sufficient to accommodate parking and not compromise footpath safety and access
- sight lines are not compromised
- existing infrastructure and landscaping is not impacted
- it fits into the existing streetscape design
- construction is for a series of properties, not just for an individual location
- a fair proportion of the cost of installation is apportioned to the benefiting properties, in accordance with the Local Government Act.

The asset will remain under the care and maintenance of Council and will not be for the sole use of any individual property. Parking restrictions may apply to these indented parking spaces.

13.3. Main Roads

Parking bans may be necessary on main roads, to ensure suitable road capacity. This usually takes the form of:

- Clearway restrictions, which are determined by VicRoads
- No stopping restrictions on the approach and departure to a major intersection
- No stopping restrictions to ensure traffic is not impeded by parked vehicles (for example on the main carriageway in Nepean Highway and White Street).

Outside of capacity and safety needs, all the available on-street parking may be treated in the same way as for a local access or collector road.

13.4. Freeways

All freeways are under the full control of VicRoads. There is a statutory ban on parking on any freeway, with the only exception an emergency situation.

14. Parking Issues not already covered

14.1. Industrial Areas

Parking restrictions may be necessary in industrial areas. In these cases the parking restrictions will focus on:

- a balance of high-turnover, short-term time restrictions limited to normal business times and longer term parking
- reducing road congestion
- ensuring safe access to business including access by heavy vehicles
- supporting local business prosperity
- will be analyzed, designed and implemented using the methodology for technical assessment and community engagement detailed in the Parking Management Guidelines.

Access to a permit equivalent to the Trader Parking Permit may be made available under the following conditions:

- there is a demand from the local businesses as determined by parking studies and the Economic Development Department
- suitable off-street parking sites are available within the industrial area.

14.2. Loading Facilities

It is a Planning Scheme requirement for new commercial and industrial properties to provide adequate on-site loading facilities. Council does not need to provide or retain existing on-street loading facilities for any new commercial or industrial developments.

However, there are a large number of existing commercial and industrial properties that were built before this requirement. Where existing established businesses are having issues with deliveries/ collection of goods, on-street loading facilities may be installed or retained, following consultation with relevant affected properties.

In residential areas, loading and unloading on-street can be in significant conflict with pedestrian and cyclist safety. Getting enough on-road space to safely park a truck in a residential area can also be very difficult. Generally there are limited requirements for loading facilities in residential areas. However, when the property is a very large multi-unit complex, loading and unloading by trucks can occur regularly. It is therefore incumbent on all new residential developments to adequately provide for loading and unloading on-site and not to rely on valuable on-street parking.

14.3. Private Parking Areas

Currently there are a number of private parking areas where Council has an agreement with the land owner to enforce parking restrictions. It is expected that, generally, the parking provisions in these private parking areas will be consistent with this policy and the Parking Management Guidelines.

14.4. Streets designated as cycling routes

Kingston has a cycling network which consists of a mix of shared-use paths on-road lanes.

- Parking should be removed near intersections to reduce conflict points between cyclists and other vehicles.
- If designated as a high-usage cycling route, clearway/timed parking restrictions could be considered.
- Parking may be removed where the road is too narrow to accommodate parking while ensuring the safety of travel for cyclists.
- Alternative solutions may include changing lane widths or implementing indented parking.
- Reviewing parking conditions as the bicycle network expands.

14.5. Boats, Trailers & Caravans

Boats, caravans and trailers are permitted to park on local roads within Kingston subject to the following conditions:

- the boat, trailer or caravan is not parked in an area subject to a Resident Parking Scheme
- the boat, trailer or caravan is not greater than 7.5m in length
- Council does not consider the boat, trailer or caravan to be abandoned.

Any vehicle found on Council land or a road and considered by an Authorised/ Delegated Officer to be abandoned, derelict or unregistered may be dealt with under the provisions of Schedule 11 of the Community Local Law.

14.6. Nature Strip Parking

Nature strip parking within Victoria is prohibited as stated in the Road Safety Road Rules 2009.

Whilst giving due regard to the road rules, Council has determined that parking on nature strips is not a high priority for enforcement. Therefore, City of Kingston's Statutory Education and Compliance Department uses the following approach to enforcing nature strip parking:

Upon receipt of a complaint about specific vehicles parked on a nature strip enforcement action may be taken if one of more of the following conditions is met:

- The vehicle is presenting an immediate danger by causing a vision hazard
- The vehicle is parked too close to an intersection (within 10m)
- The nature strip curb or channel is being damaged by the vehicle when driving on or off the nature strip
- The nature strip and/or vegetation is being damaged by the vehicle
- The vehicle is parked not facing the direction of travel
- The vehicle does not belong to the property outside where it is parked
- The vehicle is parking in a dangerous manner

If the vehicle does not meet any of the criteria set out above, no action is taken. A warning will be issued on the first occasion.

Officers do not need to take enforcement action against other vehicles parking on nature strips on the immediate areas unless a specific complaint has been received and the offending vehicle meets the required criteria.

15. Parking Related Infrastructure

All parking-related infrastructure will comply with the Road Safety (Traffic Management) Regulations 2005 and conform to the designs specified in the AUSTROAD standards.



KINGSTON CITY COUNCIL

WARD COMMITTEE MEETING NO. 3

WORKSHOP NOTES

8th to 10th October 2019





OUR WORKSHOP PURPOSE

To update on progress since our 2nd meet up, workshop our feedback on Parking Management Proposals and clarify next steps..



This report has been compiled from the participant notes and results of a polleverywhere survey by the session facilitator.



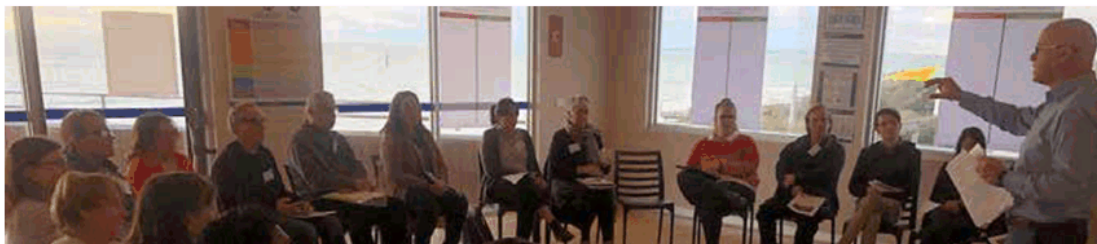
CONTEXT

Following an opportunity to attend and/or review a webinar with Council's Traffic and Transport Manager, Ross Gregory, participants were given an opportunity to do the following:

1 Use a series of perspectives provided by Ross to inform 2 short conversations to allow everyone to share their experiences with parking in their community and relate to the viewpoints of others too.

2 To spend time reflecting on the 'good and bad' of 6 outline proposals provided by Ross.

3 Finally all participants worked together to cast an individual vote on how they felt about the proposals and provided comments on what would make them more comfortable or less confused with the proposals.



PARKING PROPOSAL **1** Use of small areas which combine a few local streets into a single zone (staged roll-out as demand requires)

 **A GOOD IDEA BECAUSE...**

- Flexibility in parking for residents

- Yes

- Provides more availability for residents and visitors.

- Good idea.

- Flexibility will always help and improves value of parameter.

- Good to have 3 zones if council has the data on how many cars per house / unit / zone.

- Agree totally otherwise the problem just shifts!

- It provides more flexibility.

- More opportunities to find a parking space - not so with higher density as being planned.

- Resident should get priority to park in front of their house.

- Agreed - resident should get priority to park in front of their house.

- It would assist a few residents in smaller / busy streets.

- Has worked well for me and my family in another city.

- It provides more flexibility for residents.

- It means that you are not passing on the problem to other streets.

- Opens up the possibilities of where residents can park - potentially allowing people to park much closer to home.

- Alleviates pressure on locals.

- May drive up property \$.

 **A BAD IDEA BECAUSE...**

- Older population / special needs need closer access to their dwelling.

- Areas near shops / amenities will be congested with residents / shoppers / commuters taking up parking spaces.

- Hard to manage (update / change zones due to changes in demand).

- Will be difficult to implement.

- Are residents in these zones consulted or is it imposed?

- Hard to define the boundary and what about people just parking directly outside the boundary across the road?

- Want to be able to park in my street.

- Older people and disability issues - don't want to walk many street.

- Will permits = parking spots or will there be a deficit of spots thus just shuffling the parking problem around.

- People are too lazy to walk down the street.

- When / how determining the sectioned areas?

- How will residents know where this area ends? What if things change? Will it stay current?

- Several streets stay single instead of groups.

- May drive up property \$.



PARKING
PROPOSAL

2

Proactive roll-out of parking controls in
higher-development areas**A GOOD IDEA BECAUSE...**

Yes - don't wait for residents to get frustrated and complain.

Yes - force developers to follow Victoria planning regulations and provide sufficient resident (and visitor!) parking on site.

Yes provided adequate parking provides for new developments (e.g. a minimum of two carparks per unit / apartment).

Yes but maybe provide more parking (multi storey).

Discourage use of cars and force the use of other transport alternatives.

Yes, this is better than after the fact and having disappointed residents. People should know what they are buying / renting before move in.

This will be ever present - residents moving into municipality need to consider limited space!

Manage expectations from the beginning - TB.

People buying apartment know what they are getting themselves into.

Make it mandatory that real estate agents tell prospective buyers about all parking restrictions.

Tall towers near transport don't need parking.

If proactive control means more parking expectations in that area and ends up with more revenue from illegal parking, the council would be able to use the extra revenue to improve local parking facilities.

Anticipates (proactively) opposition from local residents.

Gives people a voice in their community - perhaps those who wouldn't normally contribute.

A reactive approach may cause issues and harm that may be prevented before with planning x 3.

Parking controls are probably required in some areas despite opposition.

**A BAD IDEA BECAUSE...**

There needs to be balance regardless - not every station stop from Frankston to the city should have two hour parking limits.

Won't work for shared accommodation residents who will need 4 - 5 parking spots per dwelling.

Any system of control will fail because the many diverse parameters it needs fulfil.

A system needs to be self controlling note and address negative feedback for it to work.

Higher development areas should have pre - planning.

Agree.

Disadvantages long term residents.

This is a resource intensive - this takes a lot of work and time to sort out - is it the best use of time? Are there more important issues?



PARKING
PROPOSAL

3

Remove distinction between single dwellings, dual, three or more dwellings and shop-tops

**A GOOD IDEA BECAUSE...**

Agree

Agree - equality and everyone should be treated fairly

House prices are increasing and more families are living in smaller spaces (units / apartments). We need to cater for everyone.

Yes - need to be as fair as possible.

Yes so that all residents have equal access to amenities.

All parking spots are equal as they are worth \$0.00 until a car occupies it.

potential to reduce overheads - potential to reduce cost of system.

Parking needs depend on how many people per household instead of building types.

Fairer.

Bigger homes should be more likely than units not to need street parking why do they need on street permit more than a unit owner?

A good idea if the properties have historic lack of distinction.

There should be equity across the community as the issue remains the same.

Good idea because many families now have more than two adults so if they have more they pay more.

Houses in our area are changing -more people / more cars - we need to be more adaptive to the changes in society.

Everyone deserves parking.

**A BAD IDEA BECAUSE...**

With new townhouse type developments with no drive way / limited car parking space, is this going to increase congestion?

People know what they are getting into.

People that have the capacity to park in garage or driveway shouldn't be eligible for permits!

Parking situation known beforehand needs to be taken into account in making living decisions!

It's a slippery slope - parking spaces are finite - more higher density development = more people = more potential cars = higher demand for available spaces = overcrowding = loss of amenity.

Parking access should be tried to home values.

Higher density living means more cars per square metre, we can't accommodate all these extra cars on our local streets.

Agree with both of the above.

Different dwelling types require different arrangements - agree with all of the above. More dwellings put more pressure on street parking ! Should be a 'planning' tasks - where more dwellings need to have more 'in- built' parking's available / garages for residents.

Apartments near transport don't need car parking.

No incentive for developers or high density housing to cater for parking.

Should be a planning issue that developers need to account for.

Because some will feel there is favouritism - everyone deserves parking.

If everyone is entitled to a permit, the streets will become clogged.



PARKING
PROPOSAL

4

Special consideration provisions for medical conditions,
personal safety**A GOOD IDEA BECAUSE...**

Equitable / fair.

Caring and consideration
fro vulnerable groups.

Need clear guidelines for
this to work, however is
the fairest way. Will cost
council more to review
each case.

Necessary - most genuine
needs.

If I were ever in that
position it would be
appreciated.

Definitely required to
assist those that are
disadvantaged.

Definitely, everyone else
should pay \$\$\$\$.

Yes based on valid
medical / other reasons.

Okay for complex medical
conditions (should be
limited number).

Yes.

It considers the individual
residents situation /
values rather than a
group.

For medical consideration
i.e. carer permit - what
about GP completing
application for permit
like they do for double
parking permit - nominal
fee charged and yearly
renewal.

It shows we are willing to
listen to and at least consider
the individual needs of or
community numbers

Seems fair.

Flexible processes = happier
users +1

One size does not fit all
and we can't easily plan for
exertions of the future.

Is a good provision - here
is a need for all drivers to
have the opportunity to drive
where ever possible.

A good idea and I hope
mandatory.

We should feel an obligation
to provide for those in need
and develop a more inclusive,
safe and sustainable
community.

May require longer parking
spaces.

The safety of our residents
should always be a concern.

Disembarking disability taxi
buses with 3 - 4 wheel chairs
is challenging in some places
where there is enough space
or parking.

Only if Reg numbers are
listed.

Registered (disability
buses, taxis, etc. should be
registered).

**A BAD IDEA BECAUSE...**

Council will 'cop' out and accept 'disabled' parking
certificates automatically. Then the flood gates
open and pressure is put further on DRS.

In the case of carers who drop in for health check
etc. a designated sticker similar to 'disabled' could
be issued allowing a defined time limit.

May require a lot of council resources to review
applications - higher costs to ratepayers.

Should be able to purchase permit same as
everyone else.

How would we ensure people were being honest?

Higher management cost +1

Harder to keep processes transparent / fair.

Who and how do we decide what special
provisions are apart from some of the more
apparent ones. There are current classifications
which could be applied.

Every street should have no standing zone so it
can be used for all the special conditions, don't
need to set up extra ones for those conditions.

Never a bad idea.

Not bad idea at all.

Difficult to monitor validity of concessions
claimed.

Because everyone's safety is equally important
and valid.

What factors determine safety? Age / sex /
location.

Hard to monitor - as all cases are so diverse.

How often do permits based on these conditions
get reviewed for change?



PARKING
PROPOSAL

5

First permit is free. second is \$50 and third is \$100

**A GOOD IDEA BECAUSE...**

Good idea.

May reduce demand for permits.

Given capacity exists, yes, good idea - must be application only an not given out with request.

Yes.

Yes, but limit on permits per dwelling.

Yes, will help residents who need it and cost is reasonable. Vulnerable members of community unlikely to own 2+ cars and won't be affected.

If permit is requested and willing to pay I think rates above are reasonable providing people that have paid for additional permits are able to find parking available.

Users pays - we are already paying.

If the price is per year and not any more frequent than that.

Good to know you can park regardless at not cost when moving in.

Second and third permits should be much more expensive - happy for the first one to be free.

What is the maximum permits?

Allow the added option of multiple permits per household / dwelling.

It's reasonably priced.

Acts as a disincentive to acquiring more permits.

Good because it gives residents options to obtain extra permits if required.

If people want unrestricted parking in high density areas, they should be prepared to pay for it - \$100 is reasonable.

**A BAD IDEA BECAUSE...**

It looks like council is 'cashing in' on a finite resource parking! Any increase should reflect cpi.

Agreed with above plus not enough people requiring 2 or 3.

Ditto.

A rate rise? \$20 - 50 for the first year and then (ho!ho!ho!). Think rates, think animal licence.

Good idea but need to factor in special needs i.e. pension.

No permits are free unless they are needed if you only want an on street park, you should pay for it!

If people have the capacity to park in garage and or driveway should not be eligible.

No permits should be granted unless residents - have insufficient parking on their property / multiple residents at one dwelling (2-3yr).

Permits should be registered to car regulators - if a permit is needed for visitor or family they should be much more. Stops people handing them out to no residence of the area.

Price increase / 'cash grab'.

Doesn't discourage people who have off street parkin.

Wow! - didn't know inflation rate was so high 1. free / 2 twenty.

Cost of additional permits too low to limit.

Charge more for 2nd / 3rd permit to discharge parking.

If it's free for the 1st one, people without parking need would feel no harm to take the permit and park on street and use the garage for other use.

Creates a perception that council is money hungry.

Why does anyone deserve 3 on street permits? - use your own driveway and garage.

So cheap! Can't park in town for three days for \$150.

Won't change parking / driving behaviours for people who can afford it.

Doesn't impose upper limit.

What will the fee be used towards?

It might be misused by every Tom Dick and Harry.

May lead to an uptake in permit usage and therefor congestion because financially comfortable residents will buy more permits - they may not have done this otherwise.

Who pays?

Some people in financial hardship may require extra permits but may not be able to afford the cost - maybe consider concession discount?



PARKING PROPOSAL **6** Remove 'legacy clause' for people on old schemes



A GOOD IDEA BECAUSE...

Good idea.

Good idea.

Must do! They are permits to entitlements we do not own the on street spot in front of our houses they belong = to all.

Makes the system equal / uniform to all.

Yes but over period of time, maybe reducing permit number over several years.

Good idea - needs to be communicated to affected residents first. If there are no objections - proceed.

Yes.

Diminishes system overheads +1

Creates consistency +1 +1

Phase our overtime but exceptions for seniors been living over number of years.

more equal.

Fairer - as mentioned above more consistent.

New conditions, new people, new rules - it's called progress for greater.

Density - what was once for example 100 people on the street is now 400 possibly.

All residents should be treated equally and given same opportunity.

Should phase out older regulators.

Time changes, conditions change legacy permits should be removed.



A BAD IDEA BECAUSE...

They were there before anyone else - let it naturally decline.

There are not enough to worry about and let it naturally decline.

Too few to worry about.

It's dying out anyway.

It's difficult to take something away once people already have it.

Natural attrition takes care of this without upsetting.

Want until they pass on explain to inheritors no transfers.

Upsets people.

Little benefit.

Let it take natural course.

Agree with above - it is reducing rapidly anyway.

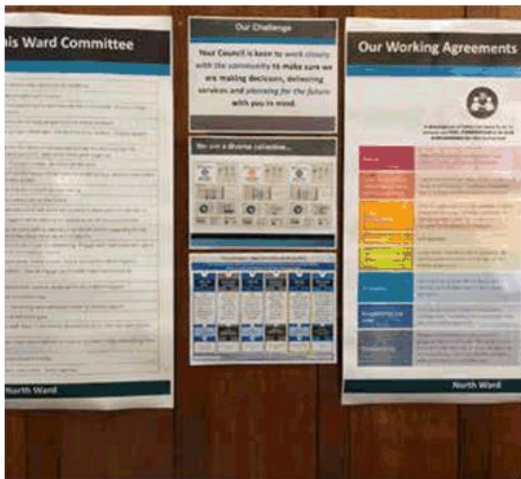
Should be removed to the remaining entitled people.

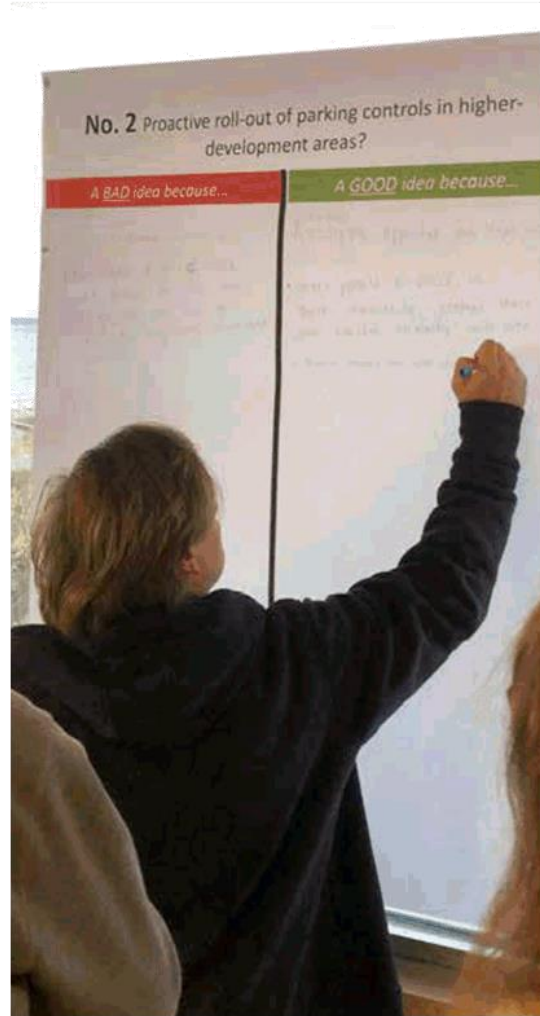
Local residents may have factored in case of parking when they purchased their homes. The cause of proposed changes and their legacy permits - congestion - it's not their fault.








ANYTHING ELSE







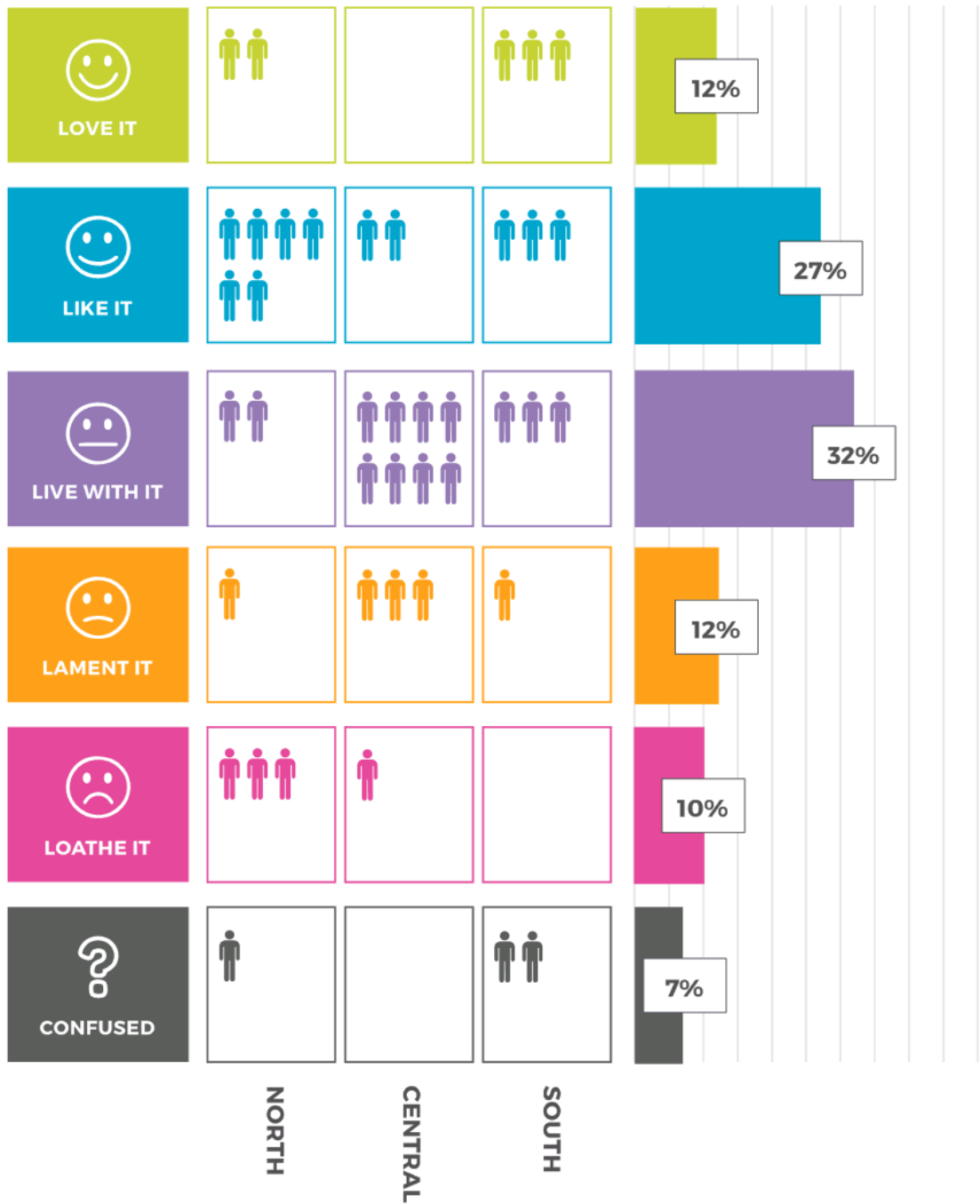
COMFORT LEVELS

 I LOVE IT	<p>I am 80-100% comfortable with this option. Only minor tweaks, if any, are required. I am very happy.</p>
 I LIKE IT	<p>I am 60-80% comfortable with this option. Some small changes required but I am mostly happy.</p>
 I CAN LIVE WITH IT	<p>I am 40-60% comfortable with this option. Some changes are required but I can accept it as it is.</p>
 I WILL LAMENT IT	<p>I am 20-40% comfortable with this option. There are lots of changes required.</p>
 I LOATHE IT	<p>I am 0-20% comfortable with this option. It needs an overhaul, I can't see it working at all.</p>



HOW COMFORTABLE ARE YOU WITH:

PARKING PROPOSAL **1** Use of small areas which combine a few local streets into a single zone (staged roll-out as demand requires)



WHAT WOULD MAKE YOU MORE COMFORTABLE OR LESS CONFUSED FOR:

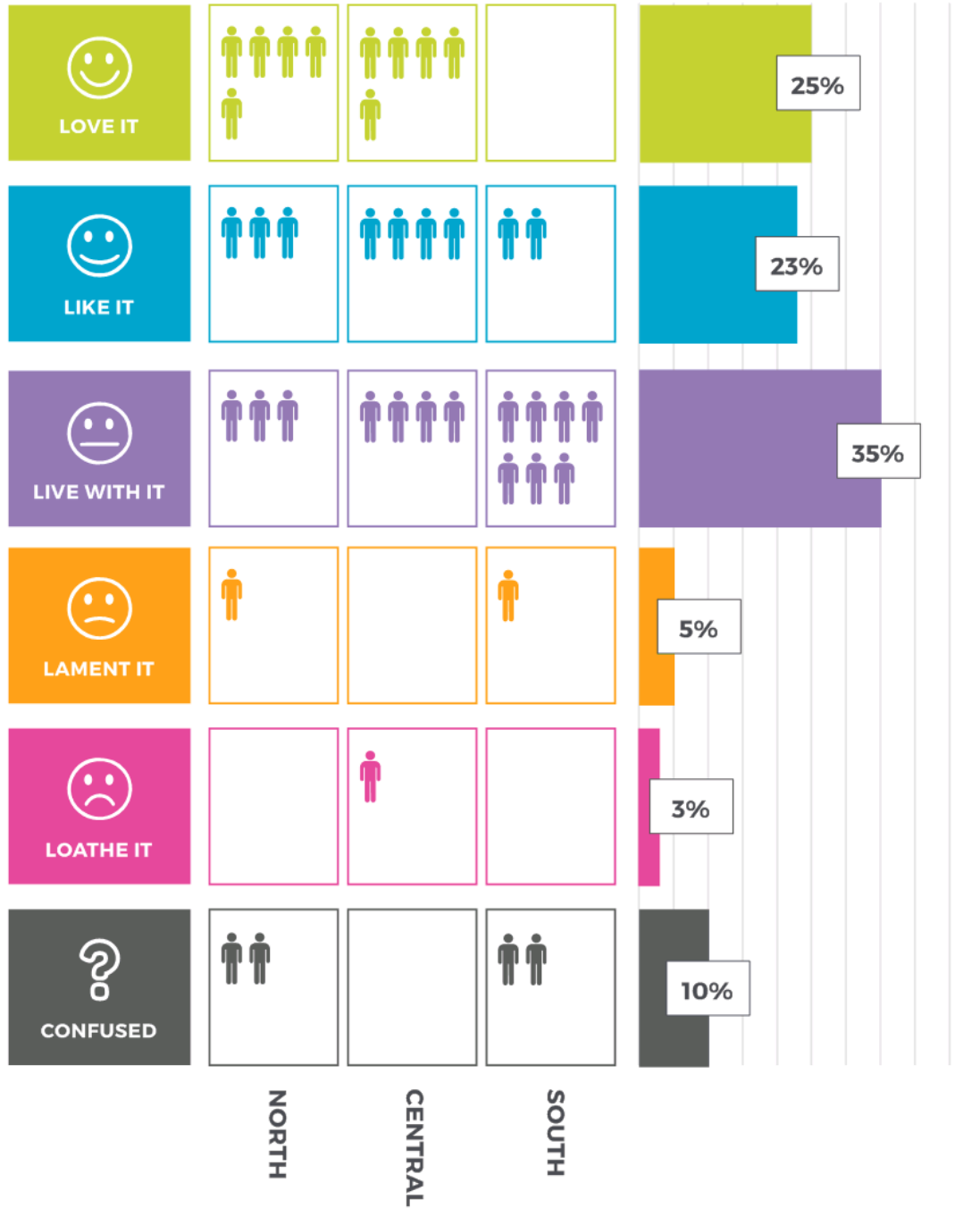
PARKING PROPOSAL 1 Use of small areas which combine a few local streets into a single zone (staged roll-out as demand requires)

My zone would be full of shoppers cars	Be more specific about the 'few local streets'	Gives more options to find parking in your area. Due to lack of knowledge and experience of the problems areas and some us don't experience it
More explanation needed,if nothing is wrong then don't change	Size of street s and more information	It can beneficial however it's confusing because lack knowledge
Safety lighting	Unsure how to overcome the problem of people being unable to park on their street; or next street? If this can be addressed, than I'd like the proposal	This is such a broad statement, needs a lot of clarification.
Need to plan it well for example distance	It depend how 'small' are we talking about.	Get residents to give feedback about the area
Happy as long as resident gets priority to park in front of their house or very close proximity. This will also ensure safety.	Even paths that are well lit to help make it safer for those who have to walk for longer distances	Nothing
Clear process required on how zones are decided upon.	You can do this on a trial basis. Also, if people need to walk, streets to have sufficient lighting	Share to adjoining streets is sharing close by faciliy
A clear process for how zones are introduced and adjusted when not working	Permits should be given to the people that need them	Clarity on which streets, how many, how they will be decided upon and criteria and timeframes for implementation and adequate roll out time.
I didn't understand the current system So it's hard to compare	If the area is designed to meet the parking demands of that area.	Info sessions pamphlets, clarification
People outside one zone area will be grouped into another zone area to prevent from feeling being singled out or disadvantaged.	High density living should not be shared with low density.	
More graphical representation or example would help make it clearer. And also some exceptions if any	if more comfortable if all parking spots were equally valid in the city of kingston. Permits are only given to the people that need them	
The number of permits need to equal the number of spots. And the areas need to be small enough to be walking distance to the home.	More detail about what is being proposed	
More specific details of what the plan or allowed areas would look like	Seems a good notion - but are residents consulted prior to the roll out?	
	Nothing	



HOW COMFORTABLE ARE YOU WITH:

PARKING PROPOSAL **2** Proactive roll-out of parking controls in higher-development areas



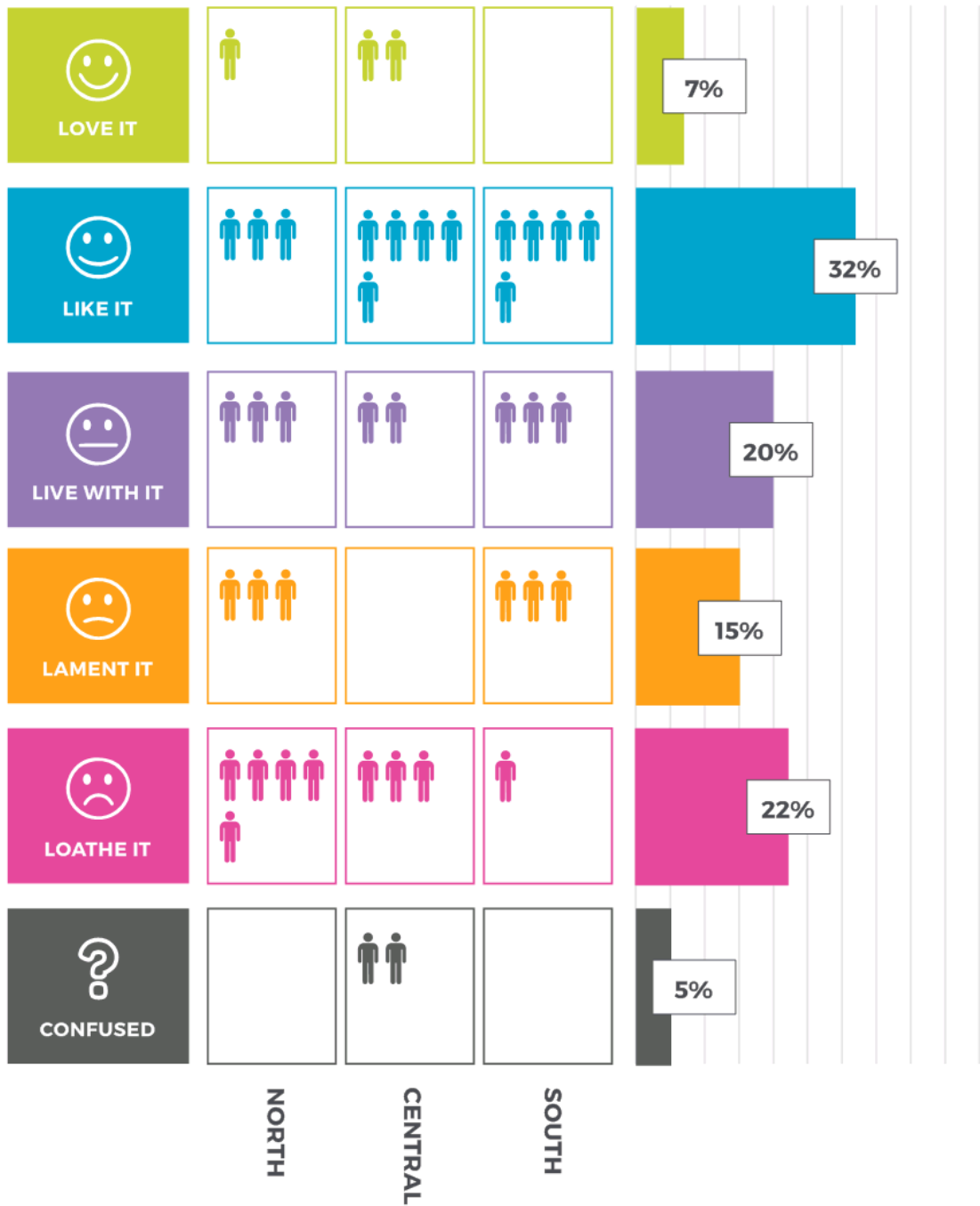
WHAT WOULD MAKE YOU MORE COMFORTABLE OR LESS CONFUSED FOR:

PARKING PROPOSAL	2 Proactive roll-out of parking controls in higher-development areas
Clear and consistent policy. Less variation, less chance of parking wrong	the wall of berlin and others have shown us that controls dont work. As the problems of cars get bigger and bigger, a system of control gets more complicated. The best we can wish for is a self controlling system, that takes into consideration negative feed back
Need more information	Invite residents to report a need
More responsibilities should be put on developers and state govt for parking	Explanation as to what drives the decisions. Transparency.
It sounds like it needs to be done!	More detail required. Who determines whether it's proactive. Will there be consultation?
The tighter control in high demand area may help prevent people without real larking need from taking other local residents parking needs.	Any new development in such area needs to have sufficient off street parking, then controls can be enforced. If KCC approves apartments with little to no car parking and people park on the streetc then it will be an issue
Well planned higher development area should already considered parking issues~	A more thoughtful approach.
Need more clarification	Good idea, but I still do not think it will solve a lot of issues
Explaining how the parking controls would be graduated and over what period	Do not take too long to impliment
Such as?	Need clarity on proactive decision making
Examples - how would it affect the residents, the visitors (for ex - popular areas such as near the beach etc.)	Include consideration of congested areas not high development
Don't understand question	More knowledge and communication
It should be mandatory for real estate agents and council to tell prospective buyers about these restrictions.	Who responsibility is this
Nothing, get it started right away!	If this is done at development stage le planning/building and new residents know at purchase what the controls are.
Define high development...	Being more informed about this topic would help a lot
	Easy ways to respond to this - online, digital surveys!



HOW COMFORTABLE ARE YOU WITH:

PARKING PROPOSAL **3** Remove distinction between single dwellings, dual, three or more dwellings and shop-tops



WHAT WOULD MAKE YOU MORE COMFORTABLE OR LESS CONFUSED FOR:

PARKING PROPOSAL

3

Remove distinction between single dwellings, dual, three or more dwellings and shop-tops

To better define the distinction.

Policy should strongly encourage use of off street first

Refine the definition. One house can have different number of rooms hence different requirements to peak

Greatly limit the number of permits for developments

General information about what existing distinctions are.

Needs Lott's of input

Good for people above shops

COULD NEVER be comfortable with this proposal

Like it! How will this affect in future when families grow.

People in high density apartments should have to be provided with parking on site or close to good public transportation. Eg trains. Or smart bus

For dual or more dwelling developer can offer more car park for sale

Anticipated impact on housing accessibility and how changes affect current residents.

Council know there are differences.

Removing this distinction would open up a slippery slope. With higher density - more people - more cars - overcrowding

Slight distinction on these, but all need to have access to apply

Good to keep it fair/equal for everyone if it can work

I am for No 2 and adopting this proposal would be at odds and totally inconsistent approach.

Explain how this would help

yes all car spaces are equally available for everyone, we are not entitled to the spot in front of my house.

Only people that need it and can prove it should be given permits. If you have garage or driveway where to park you shouldn't get a permit

It will even things out for all residents

Trial basis again, not a bad idea but don't know

Good idea provided all new multi dwelling developments approved by council have sufficient on site parking

It will creat other issues with parking. Permits are very good to resolve the issue.

May lead to payment for parking that isn't available due to number of permit holders.

One rateable property may house several families in individual sections

I'm not sure how much influence the distinctions on dwellings have on parking permits!

Census

Multiple occupancy requires more vehicles per residence.

If this means all have just one permit per dwelling I guess it is ok

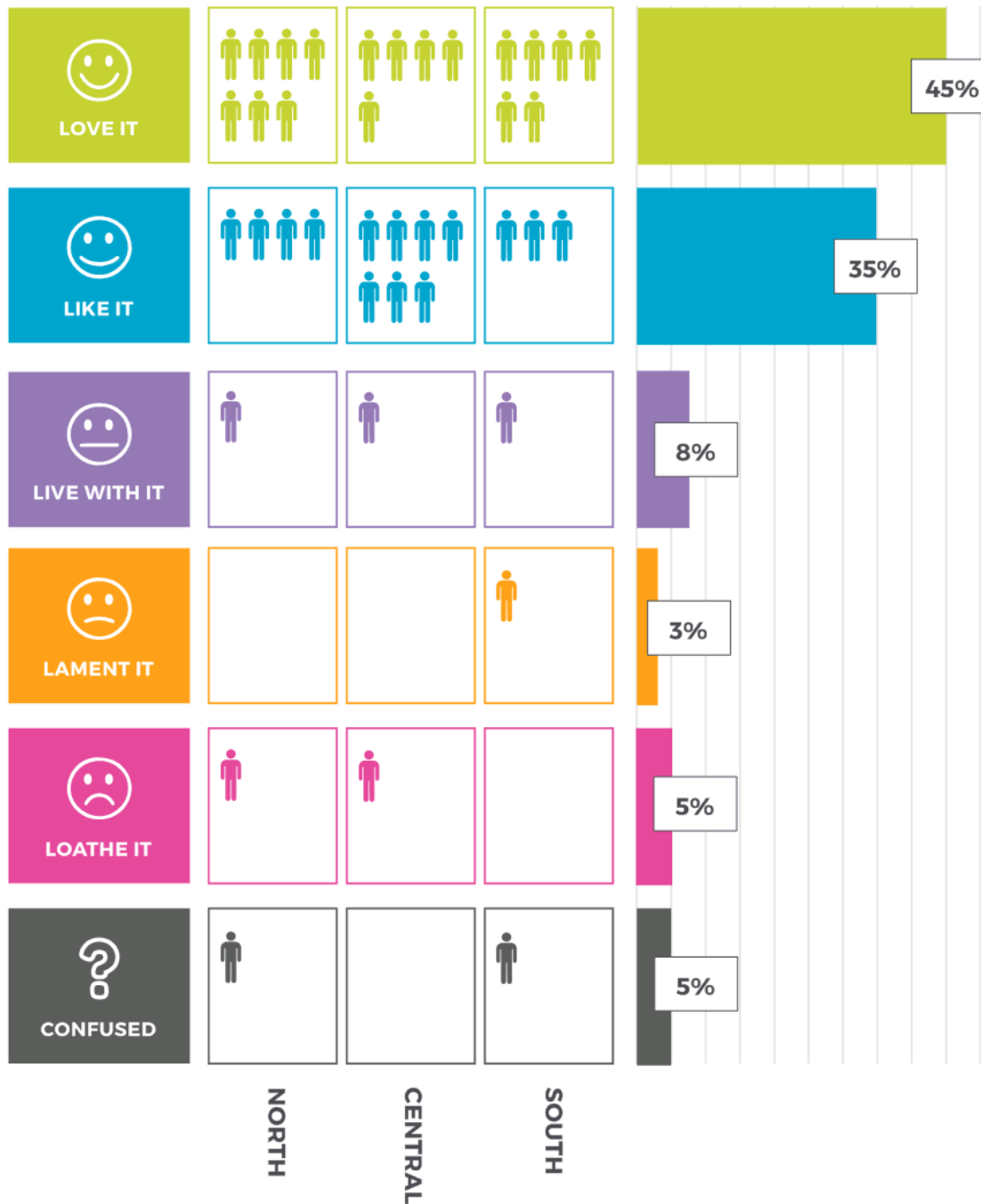
Nothing

Once again, explanation as the benefits of the decision.



HOW COMFORTABLE ARE YOU WITH:

PARKING PROPOSAL **4** Special consideration provisions for medical conditions, personal safety



WHAT WOULD MAKE YOU MORE COMFORTABLE OR LESS CONFUSED FOR:

PARKING PROPOSAL

4

Special consideration provisions for medical conditions, personal safety

Special consideration should always be available

To better refine the safety and medical consideration to prevent people in need be left out and others not in real need to abuse the special consideration

Lot of grey area. Should be refined. Can be very subjective. How do you define 'special conditions' and how do you prioritise one person's safety over the other?

Who would qualify?

All street should have no standing zone for these special scenarios~No need to set up extra ones~

Strong validation of peoples application for exception and responsible application if penalties for misuse

How honest everyone will be? Will the abuse this option?

Allow carer's access as well

I'd be keen to understand how the Council could ensure integrity of the process.

Define and control personal safety entitlement.

It should be a similar process to applying for a disability parking permit.

Respect for the elderly and safety for shift workers is very important, especially at nighttime

transparent and clear guidelines required so permits are only for those in real need

No problem for medical conditions but what about personal safety : very broad proposal.

Council needs to define and provide residents with clear guidelines as to what could be classified as special consideration to prevent people from applying unnecessarily. Personal safety is quite vague

Agree with Disability permit

It would open up Pandora's box

Clear guidelines for this, using existing infrastructure ie Centrelink, disabled parking permits etc.

People with significant medical conditions often have accessibility issues - therefore dispensation needs to be given to allow them to park closer to their dwelling

Is required

Totally agree

How it will be controlled?

why in this universe would one not agree

How to stop people abusing the system

Option for 6 month permit for some medical

I hope that Kingston would always be socially responsible in caring for disadvantaged

It should be assessed case by case. Need to investigate it in different levels.

How will conditions etc be verified, will there be reviewed at different times, will it be monitored to make sure it isn't misused

Ok only if rego numbers are recorded/ displayed. Too difficult to control ☐☐

Clearer understanding about what the special considerations may include. Also, how often is this reviewed?

This is an area that needs to be open and not black and white ie flexible and based on individual needs

More detail there is already provisions for people with disabilities

Showing the decision from the point of view of those most effected and in need. Empathy.

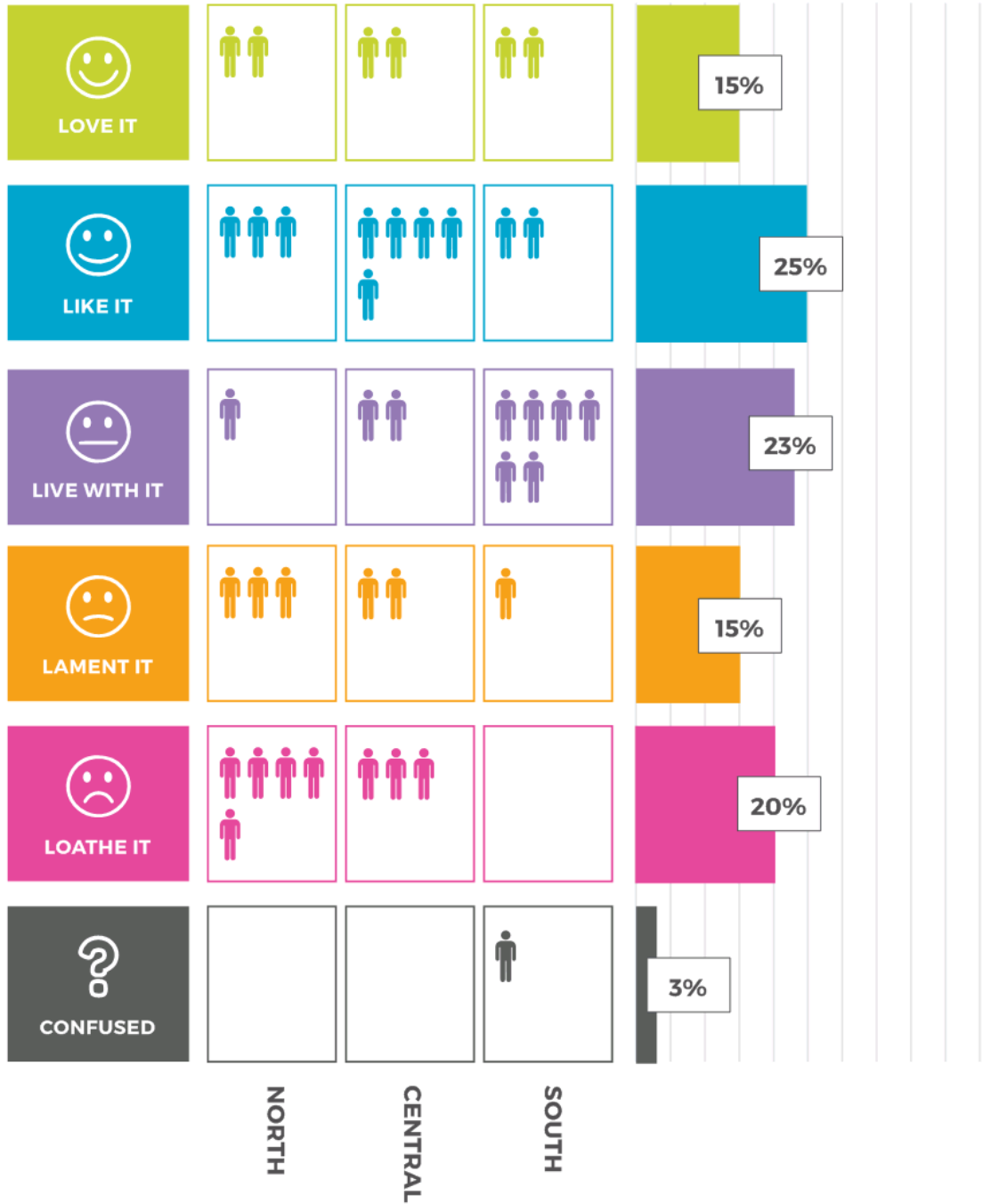
Should be on a case by Case and reviewed yearly

What is the application process



HOW COMFORTABLE ARE YOU WITH:

PARKING PROPOSAL **5** First permit is free. second is \$50 and third is \$100



WHAT WOULD MAKE YOU MORE COMFORTABLE OR LESS CONFUSED FOR:

PARKING PROPOSAL

5

First permit is free. second is \$50 and third is \$100

Is there an anticipated upper limit? How will this work special considerations process? I like the user parts system (as someone who doesn't use parking)

Depending on location

DEPENDS

One free and 2nd \$20 is ok. Price hike to \$50 is cash grab

Second twenty\$

It doesn't fix the problem of limited parking

Should put boundaries on each permit otherwise the 1st free permit would be taken for granted by everyone to freely park around

Depending on necessity

Doesn't encourage use of available off street parking. First one needs to cost

First point of call should be mandatory parking lots/garages for the new developments coming up so it puts less pressure on the streets.

Nothing about this makes me comfortable. Looks like we're money hungry.

Having the first one free is good. Second and third should be at a price point to discourage people from applying for too many permits.

What is the maximum permits per dwelling?

Not expensive enough

permits need to cost more

Seems reasonable - higher costs for additional permits provides a good disincentive

There shouldn't be more than 2 permits per household.

1 permit per registered car

First car should be parked at the property(garage/driveway). If somebody have more cars than one should pay for permits to park on the street.

Pricing needs reviewing. Concerned too cheap for some who will abuse. Is this segregating communities?

Permits should only be given to residence who can show they need to park in the street. If they have a garage and or can park within their property they should not be given a permit unless multiple occupants, and then they still should pay

Why do they need to be more expensive? Not many people get the 2nd or 3rd anyway. Best to keep @ \$20 or \$50 for the 3rd and have a max per residence

As long as parking is guaranteed.

Need to justify the amounts being charged

Parking is a bigger problem than alleviated by higher charges. Looks like a cash grab. Any increase should reflect cpi.

I just think this is the only/obvious way

Cost is very reasonable and can be covered by adult child, partner, relative etc

Just bring it on

Clairification on whether it applies to owner or tenants.

First free will encourage people who do not need it to get one

This is very good as it opens door to have enough parking and not being overloaded. Need to be applied.

There needs to be included special consideration taken into account for second and third

This is such a broad statement: is this for residential? May impact on growing families. Commercial? Adds to cost of business.

It's quite reasonable.

A max number of additional permits

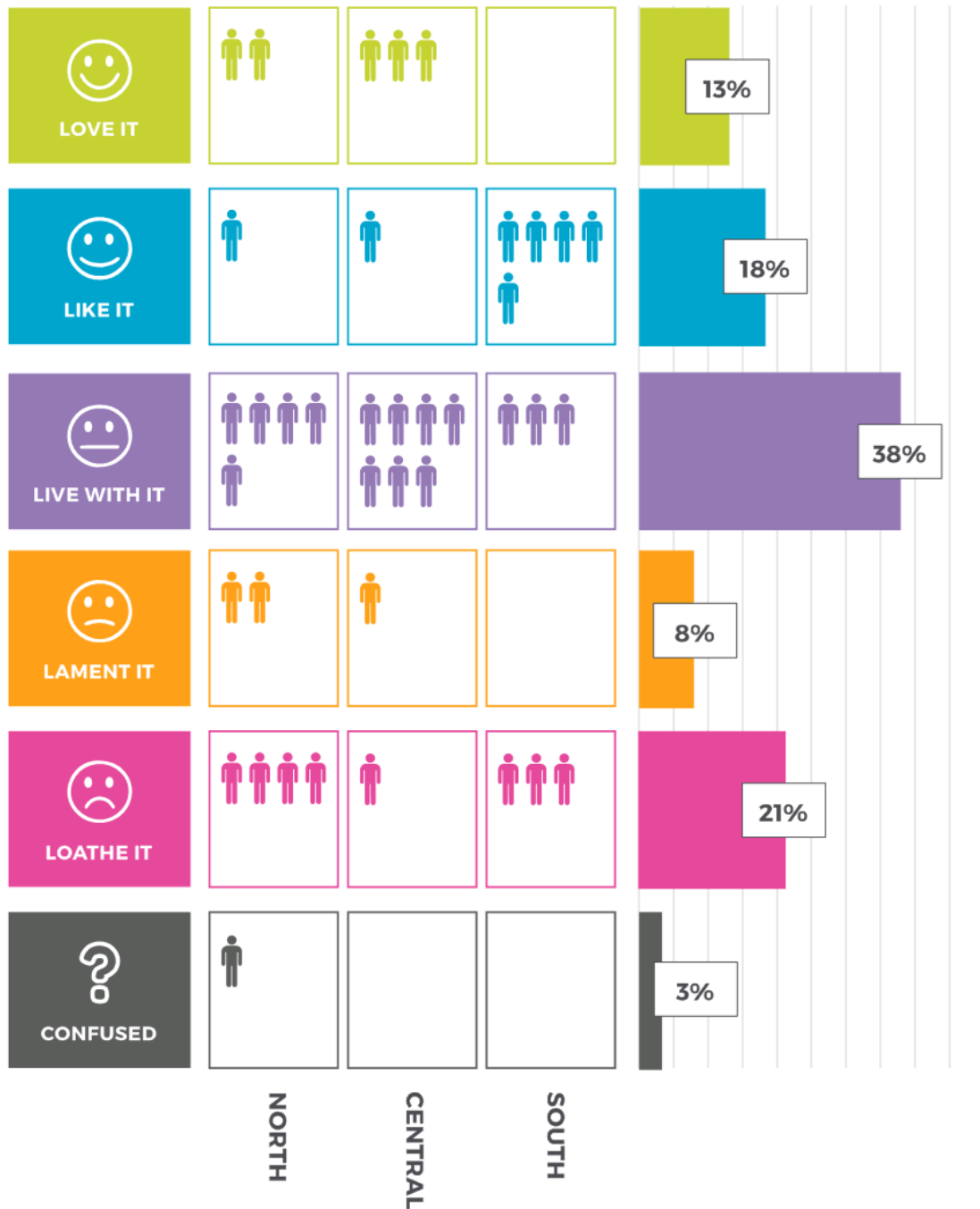
I'm not sure how much additional permits already cost.

Straightforward



HOW COMFORTABLE ARE YOU WITH:

PARKING PROPOSAL **6** Remove 'legacy clause' for people on old schemes

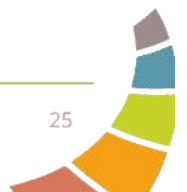


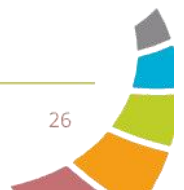
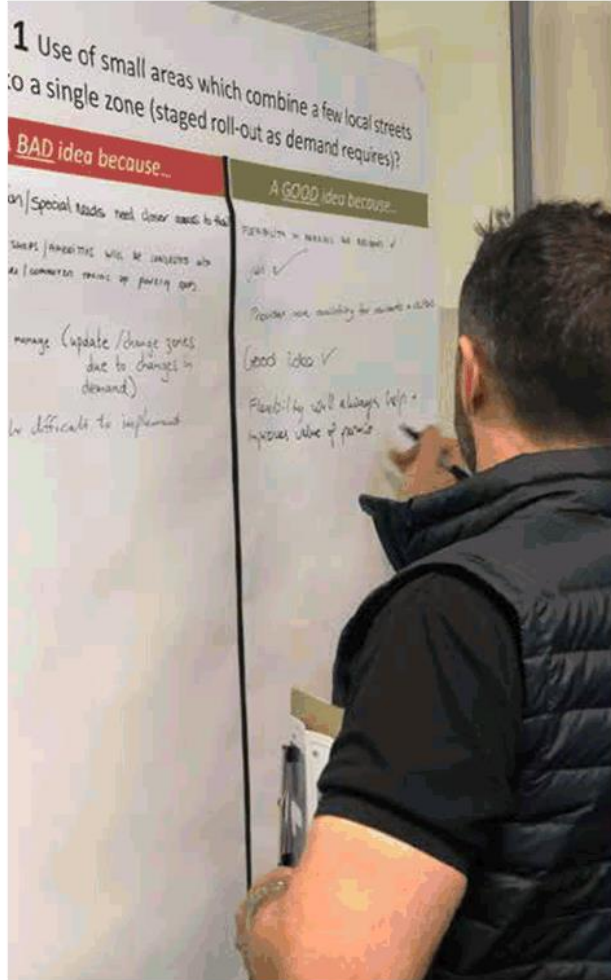
WHAT WOULD MAKE YOU MORE COMFORTABLE OR LESS CONFUSED FOR:

PARKING PROPOSAL 6 Remove 'legacy clause' for people on old schemes

<p>Demographics may be important to the issue. Needs to come with lots of warning for those</p> <hr/> <p>Knowing demographics. If all Enderley residents it shouldn't be changed.</p> <hr/> <p>Change in needs</p> <hr/> <p>Phase it out overtime with exceptions to senior citizens</p> <hr/> <p>Seems more sensible to let natural attrition work its magic</p> <hr/> <p>Not sure whether ppl are entitled ~so don't care~and can make it much fairer for future ~</p> <hr/> <p>To remove legacy clause to better meet the changing circumstances</p> <hr/> <p>Don't change something that's not broken!</p> <hr/> <p>It would be a breach of "contract"</p> <hr/> <p>Don't understand. First time heard of this. Don't know how it affects us (new dwellers)?</p> <hr/> <p>This will disappear in time</p> <hr/> <p>Negotiations!b</p> <hr/> <p>Let it be taken care of by natural attrition</p> <hr/> <p>Not worth the time or effort</p> <hr/> <p>There aren't enough to worry about it. Just wait and honour the original agreement</p> <hr/> <p>Old habits die hard !!!</p> <hr/>	<p>Request those permits not in use to be returned. Naturally phase out remainder.</p> <hr/> <p>I'm fine with it - everyone is therefore equal / subject to the current scheme</p> <hr/> <p>no argument this is privilege based on legacy very much like nobility</p> <hr/> <p>Simply don't remove the clause.</p> <hr/> <p>Let them retain it. An agreement is an agreement, and why create anger when really it isn't going to make a huge difference?</p> <hr/> <p>No issues with this one, doesn't seem to affect too many residents and will ensure all will be treated the same.</p> <hr/> <p>They are airy fairy up in the air, how do you control if they have moved out.</p> <hr/> <p>Kneed to creat assessments as it's good idea particularly to old residents.</p> <hr/> <p>Gradual phase out as residents leave Kingston etc</p> <hr/> <p>"Phase out" is key here - nothing too sudden/drastic. Pre-warning is important.</p> <hr/> <p>Provides equity.</p> <hr/> <p>People who have purchased properties in good faith many years ago should not be disadvantaged.</p> <hr/>	<p>Further understanding of the legacy clause. Offering an amnesty</p> <hr/> <p>Should lapse when properties are sold</p> <hr/> <p>What other legacy clauses should we know about or are there?</p> <hr/> <p>Perhaps an amnesty could apply to current holders?</p> <hr/>
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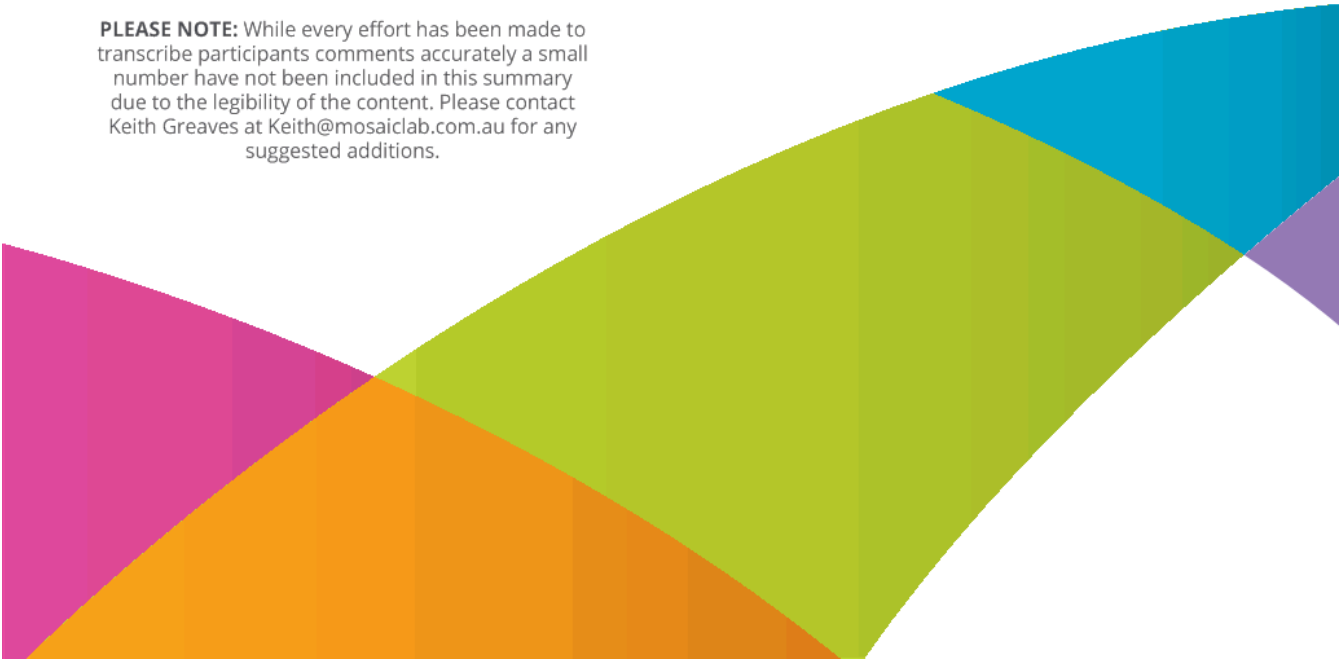






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PLEASE NOTE: While every effort has been made to transcribe participants comments accurately a small number have not been included in this summary due to the legibility of the content. Please contact Keith Greaves at Keith@mosaiclab.com.au for any suggested additions.





Parking Management Policy

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1 Document Control

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
POLICY OWNER	Manager Traffic and Transport
APPROVED/ADOPTED BY	*Choose approver* on Select date
EFFECTIVE DATE (If different from approval date)	Select date
SIGNATURE	
REVIEW DATE	Select date This Policy is to be reviewed by * * *.
CM REF AND VERSION	Enter CM Ref
VERSION HISTORY	This Policy Replaces Version Enter number

2 Purpose

The purpose of this Policy is to provide a framework for the City of Kingston to manage parking across the municipality for the benefit of the whole community, for all road users and in a consistent, equitable and transparent way. The Policy sets out the main principles the Council uses to manage parking restrictions, parking permits, and other parking issues.

3 Scope

This Policy applies to all Council roads, Council public car-parks, and private parking areas where agreements exist between Kingston City Council and the property owner.

The Policy refers to the specific parking needs in the following areas where the parking requirements are similar:

- narrow roads and laneways;
- local roads and collector roads, main roads and freeways;
- residential areas;
- street near railway stations;
- activity centres and commercial areas;
- foreshore areas;
- streets with schools, Kindergartens and hospitals; and
- industrial areas.

The Policy outlines the types of parking restrictions the Council uses and the types of parking permits the Council issues to manage parking. The Policy also refers other parking issues such as parking on the nature strip, indented parking, abandoned and unauthorised vehicles, loading facilities, boats, trailer, caravans and streets designated as cycle routes.

4 Background and Objectives

The aim of the Parking Management Policy is to provide a framework to manage parking to best satisfy the needs of the whole community. The objective is to protect residential amenity, whilst managing competing demands for parking by:

- providing equitable access to on-street parking;
- providing access for vehicles (including emergency services), cyclists and pedestrians;
- supporting access and turnover to car parking in activity centres to improve economic activity; and
- promoting safe, assessible and sustainable environment for all road users.

Everyone can play a positive role in parking in the City of Kingston by:

- parking within their own property to minimise on-street parking demand;
- walking children to and from school;
- walking, cycling or using public transport for short neighbourhood trips;
- avoiding parking boats, caravans and trailers on public streets; and
- accessing public transport by modes other than private vehicles.

5 Managing Parking Restrictions

This section of the Policy describes the main principles used to manage parking restrictions across the City of Kingston for the benefit of the whole community and all road users. The principles provide guidance about why and when new parking restrictions are introduced, or changes made to existing parking restrictions:

- for road safety reasons, for example where there is a record of casualty crashes or speeding;
- where demand for parking spaces is high (or too low), for example where the demand for parking spaces exceeds the number of spaces;
- where traffic congestion has increased, for example near activity centres, or beaches where the seasonal demand is high, or where the roads are narrow.

5.1 Parking Investigation Methodology

Parking restrictions seek to make the best use of the parking resources across the municipality. When Council receives (or identifies) an issue with current parking arrangements, the following methodology is used to investigate the issue.

a) Determine whether a change is warranted:

- Identify who is having the parking issue e.g. residents, business, visitors.
- Seek evidence of general community support for a change (e.g. through a community survey).
- Consider the width of the road to determine if the road or laneway is narrow (see 5.2 below).
- Consider the function the road within the 'road hierarchy' e.g. is the road a Council local road, a Council collector road, a Council major local road, or part of the Department of Transport's arterial road network (see 5.3 below).
- Identify the current parking arrangements and usage (e.g. through a parking survey)
- If the current parking restrictions are not being complied with then enforcement action will be undertaken before any changes to restrictions are considered.
- Determine if any 'triggers' have been met to warrant a change (see 5.4 below).

b) Determine the most appropriate change to parking to solve the parking issue:

- Identify the purpose of the change.
- Determine the relative user priorities (see 5.5 below).
- Consider extending or installing new parking restrictions.
- Consider different types of restrictions and times.

c) If changes are warranted, consult the community on whether proposed changes are supported (see 5.6 below).

d) Advise the consulted community of the outcome.

- e) Implement the change, if the change is supported.

Once a street or area has been investigated and a decision made to implement change (or retain the existing parking) no additional review of the area will be undertaken for at least twelve months, unless some significant and sustained change in circumstances has been identified.

5.2 Road widths – Narrow Roads and Laneways

Kingston's local road network is made up of local, collector and major council roads. The network contains number of narrow roads and laneways that are used to access properties or connect to other access roads. Access for emergency vehicles and public transport services must be provided on these roads to ensure safety. Therefore, on some narrow roads parking can only be permitted on one side of the road, while on very narrow roads no parking can be permitted. The Table below describes how width of the road helps determine where parking restrictions can apply.

Local Council Roads	
Trafficable width	Signage Treatment
Less than 5.0m	Drivers are not permitted park on either side of the road. 'No stopping' signs are generally not needed to enforce this requirement as parking is already prohibited under Victorian Road Rules. Signs may be installed where compliance issues are significant.
Between 5.0 and 7.0m	Drivers may park on one side only. No stopping signs may be required on one side of the road, where compliance is proven to be an issue. Parking can also be provided in a staggered formation to discourage speeding. Parking will not be allowed in the areas required for emergency vehicles to turn safely.
Greater than 7.0m.	Parallel parking is allowed on both sides of the road, including opposite driveways. Depending on the width of the road, angled parking may also be provided on one side of a road, with or without parking on the other side.

Collector and Major Local Council (includes roads with public transport services)	
Trafficable width	Signage Treatment
Less than 5.5m	Drivers are not permitted park on either side of the road. Generally, 'no stopping' signs are not needed to enforce this requirement as parking is already prohibited under Victorian Road Rules. Signs may be installed where compliance issues are significant.
Between 5.5 and 7.3m	Drivers may park on one side only. No stopping signs may be required on one side of the road, where compliance is proven to be an issue. Parking can be provided in a staggered formation, to discourage speeding. Parking will not be allowed in the areas required for emergency vehicles to turn safely.

Greater than 7.3m	Parallel parking is allowed on both sides of the road, including opposite driveways. Depending on the width of the road, angled parking may also be provided on one side of a road, with or without parking on the other side.
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5.3 Road Use Hierarchy

The road network within Kingston is divided into a hierarchy of roads based on use, geometry and construction standards. Parking measures must be compatible with the road's primary function. The following main principles are used for each road type though, during detailed analysis of the issues, other options may also be considered.

5.3.1 Local Access Roads / Local Collector Roads

Parking restrictions are not usually required unless warranted by triggers identified in 5.4 below.

5.3.2 Main Roads

Parking bans may be necessary on main roads, to ensure suitable road capacity. This usually takes the form of:

- Clearway restrictions, which are determined by Department of Transport.
- No stopping restrictions on the approach and departure to a major intersection.
- No stopping restrictions to ensure traffic is not impeded by parked vehicles.

Outside of capacity and safety needs, all the available on-street parking may be treated in the same way as for a local access or collector road.

5.3.3 Freeways

All freeways are under the full control of the Department of Transport. There is a statutory ban on parking on any freeway, except in an emergency.

5.4 Triggers for Parking Changes

Many streets in the City of Kingston are affected by differing demands for parking. The Table below sets out the trigger points the Council uses to determine when parking changes will be investigated for differing 'current' parking conditions. These triggers help to ensure the Council's limited resources are used to resolve long-term parking issues. The Table shows that, where parking demand is high, Council generally uses incremental approach to changes to parking restrictions. So, for example, in streets with no restrictions, Council will initially install 4-hour parking restrictions, before considering shorter timed parking restrictions (such as 2-hour parking). Council will only then consider user-based restrictions, or finally paid restrictions. Where parking demand is low (below 40%) Council may also consider reducing

the restrictions so that parking use better reflects demand for parking in a street - for example by changing 2-hour restrictions to 4-hour restrictions.

Current Condition	Change Triggers
No restrictions	<ol style="list-style-type: none"> 1. Evidence of road safety issues related to parking (including for pedestrians and cyclists) based on Department of Transport casualty crash statistics or Victoria Police data. 2. Access and delay issues, particularly requested by operators of public transport services, emergency vehicles, or waste vehicles. 3. For streets in activity centres, commercial, mixed-use zones, residential 1 and 2 zones or residential growth zones (shown in Figure 1 below in green) or within 400m of a train station, or 200m of larger commercial area there needs to be evidence of a history of high parking demand or customer service requests about parking. 4. Outside these areas the actual use of the parking spaces in an area of interest would need to be evidence of regular, very high car parking demand (over 80%). 5. When a significant number of properties in the street do not have vehicle crossovers or on-site parking. 6. The road configuration requires the installation of signage for safety reasons such as at a bend in the road, traffic calming measures that restrict parking or at intersections. 7. Following a Safe Routes to School Program undertaken by the City of Kingston.
Time-based restrictions e.g. 4-hour parking.	<ol style="list-style-type: none"> 1. The use of parking spaces in an area of interest is greater than 85% for the survey period. 2. Seasonal usage requires protection of resident amenity (for example near foreshore or near sporting facilities). 3. Where parking turnover in an activity centre or shopping strip are too high (1.2) or too low (0.8) for the land uses close to the restriction. 4. Where specific user restrictions such as resident permit zones, disabled parking spaces, car share, taxis zones, mail zones need to be considered. These are assessed on merit or practicalities set out by Australian Standards for their design. They usually apply to certain times of day or days of the week.

User restrictions	1. As for time-based restrictions above.
Paid time-based restrictions	1. As for time-based restrictions above.

It is important to note that not all triggers need to be met to instigate a change to parking.

Figure 1 – Streets in activity centres, commercial, mixed-use zones, residential 1 and 2 zones or residential growth zones (shown in green).



There may also be reasons why restrictions are not installed, for example where the demand for residential parking is significantly greater than the number of spaces available - this may occur in residential streets largely made up multi-dwelling properties. In these areas parking restrictions may not be effective in controlling parking if the number residential permits issued for residents in the street is greater than the number of spaces available.

Parking restrictions will not be implemented where it adversely changes safety of the road.

5.5 Relative User Priority

This Policy seeks to provide an equitable balance between the parking needs of residents and other users such as customers in a shopping precinct, public transport users, school communities and staff, and visitors. Each parking area has a unique set of users with competing interests. To make best use of limited parking supply, Council prioritises different users such as residents, commuters, and commercial as set out in the Tables below. These user priorities help inform the parking investigations to determine the most appropriate parking restrictions for the area. To balance the needs of different users, parking restrictions will only be considered on one side of the road where the width of the road allows parking on both sides of the road.

5.5.1 Residential areas

Parking restrictions in residential areas will be mostly time-based parking restrictions in which residents are provided with a permit that allows them to park all day on the restriction. The times and duration of the restrictions will reflect the higher parking demand in the area.

Resident permit zones relate to restrictions where only residents can park on the restriction. These restrictions are applied rarely as it prohibits all other users, including visitors. They are only used when other parking restrictions have not been effective in controlling parking, for example close to schools during a school drop-off or pick up times or where on-street parking is adjacent to a public car park.

In residential areas with high parking demand the parking restrictions will focus on:

- the needs of the residents as the higher priority;
- improving road safety around these locations, as pedestrian activity is likely to be higher;
- reducing traffic congestion at peak usage periods.

Higher Priority	Medium Priority	Lower Priority
Residents	Trader parking	Loading zones
Bus stops and taxi stops	Commuters	Short-term parking
	Foreshore	Schools
	Disabled	

5.5.2 Streets near Railway Stations

Council encourages commuters to walk, cycle or use public transport in their journey to reduce parking stress around railway stations. Nevertheless, it is still important to provide some parking for commuters, while maintaining residential amenity.

In areas near stations:

- Residential streets within 400m distance of a railway station will be considered for parking restrictions.
- In residential streets, 2- or 4-hour parking restrictions will be considered, normally operating between 9am and 5pm Monday to Friday, on one side of the street only, with unrestricted parking retained on the other side of the street.
- Where the railway line is the abutting property, parking restrictions will seek to encourage public transport usage (or commuter parking) along the railway line. Car parking may be banned where it conflicts with a cycle lane, would significantly delay traffic in an otherwise uncongested environment, or there is another safety issue.
- Where the railway line is on the opposite side of the road, parking should be primarily for the use of the abutting properties. Any under-used parking should be made available for commuters.

Higher Priority	Medium Priority	Lower Priority
Disabled	Short-term parking	Residents
Bus and taxi stops	Loading zones	Foreshore
Commuters		Schools
		Traders

5.5.3 Activity Centres and Commercial Areas

Kingston City Council is committed to supporting our many local businesses. The efficient and effective application of parking management supports the prosperity of our activity centres, commercial areas, and small shopping strips. In activity centres and commercial area, parking management will focus on:

- Short and medium time-based restrictions (such as half, one, or two-hour parking) within an activity centre, or within 200m of a commercial area (or shopping strip) during business operating hours.
- To maximise parking opportunities for customers and visitors, the balance between short and medium-term parking restrictions will be reviewed when the use of these parking spaces exceeds 85%.
- To provide parking for local employees, some unrestricted spaces may be retained within a reasonable walking distance (400m). However, only if the parking is surplus to the needs of the abutting properties.

Higher Priority	Medium Priority	Lower Priority
Disabled parking	Trader parking	Residents
Short-term parking	Commuters	Schools
Bus and Taxi stops	Foreshore	
	Loading zones	

5.5.4 Foreshore Areas

Parking restrictions will be implemented in car parks and streets near the foreshore. In these cases:

- the parking restrictions will focus on a balance between residential, local business and visitor parking;
- in residential streets, 2- or 4-hour parking restrictions will be considered - normally operating between 9am and 6pm on one side of the street only, with unrestricted parking retained on the other side of the street.
- Where parking restrictions are implemented in off-street car parks and streets near the foreshore, the parking restrictions will seek to balance the needs of residents, local businesses and visitors.

Higher Priority	Medium Priority	Lower Priority
Foreshore	Trader parking	Commuter parking
Bus and taxi stops	Residents	Loading zones
Short-term parking	Disabled parking	Schools

5.5.5 Streets with Schools, Kindergartens, Hospitals

When investigating parking restrictions near schools, kindergartens and childcare centres, the main concern is with the safety of pedestrians and cyclists. The whole school community needs to be involved in road safety improvements, including changes to parking arrangements. Council will engage the school community in a holistic review of the transport needs around schools, which includes:

- encouraging more walking and cycling to reduce traffic congestion and parking demand;
- providing safe drop-off and pick-up zones;
- changing parking restrictions to reduce congestion; and
- ensuring neighbouring properties have adequate on-street parking opportunities.

School staff parking should be provided off-street or in appropriately restricted streets. The priority for streets adjacent to the school is for pick-up and drop-off.

Higher Priority	Medium Priority	Lower Priority
Schools	Residents	Commuter parking
Bus and taxi stops	Teachers	Foreshore
Short-term parking	Disabled parking	Traders

5.5.6 Industrial Areas

Parking restrictions may be necessary in industrial areas. In these areas parking restrictions will focus on:

- a balance of high-turnover, short-term restrictions limited to normal business times and longer-term parking;
- reducing road congestion;
- ensuring safe access to businesses, including access by heavy vehicles;
- supporting local business prosperity.

Higher Priority	Medium Priority	Lower Priority
Disabled	Trader	Residents
Short and longer-term parking	Commuters	Schools
Bus and taxi stops	Loading zones	

5.6 Community Consultation

Council will be transparent in the objectives of its consultation on car parking changes. In most cases community views will directly inform the final decision. However, in some cases car parking changes may be imposed for strategic or safety reasons: in these cases Council will inform affected community members but the scope for feedback will be limited.

Council undertakes the following steps when consulting on parking restriction changes:

- Determine who to consult by understanding the groups the restrictions seek to help, and other groups directly affected by the change. So, for example, if the parking changes are in a residential street which is located close to a commercial area, any parking changes proposed for residents will also affect access to businesses in the area. Therefore, in this case, both residents and commercial uses will be consulted about the proposed parking changes.
- The consulted area generally includes every property with a frontage opposite or adjacent to the area where the parking changes are proposed (i.e. properties on both sides of the road and corner properties that have a side fence to the street or area affected). Properties

with a back fence to the area where changes are proposed will not generally be consulted. If the road is a divided road or has service roads, then only the abutting properties abutting the area will be consulted.

- Both property occupiers and owners who live elsewhere will be consulted about parking changes as parking directly affect both groups.
- The general exception to this process is where a restriction is required under the Victorian Road Safety Road Rules (2017) or to ensure safety - at which time the impacted community will be advised of the ban and the reason for it but scope to provide feedback on the proposal will be limited.

The following points will be considered when undertaking consultation:

- A minimum response rate of 15% will be required to authenticate the survey. If this response rate is not met, Council assumes the changes are of little importance to the community and will implement changes as necessary.
- Generally, Council will not proceed with the proposed changes if most of the respondents are opposed to the changes. However, if there are strong reasons under the objectives of this Policy it reserves the right to proceed with the changes.
- Where a community is relatively evenly divided on the need for a change other factors may be considered in determining whether to proceed. These factors include the detailed comments provided in the community feedback, the impact on neighbouring area, and consistency with other similar situations within Kingston.

6 Parking Permits

The City of Kingston uses a range of permits to meet and balance the different needs of residents, visitors and businesses in Kingston. These parking permit include:

- Residential Parking Permit;
- Disabled Parking Permit (Blue and Green types);
- Trader Parking Permit;
- Foreshore Parking Permit;
- Car Share Permit;
- Work Zone Permit.

Typically, a permit allows the permit holder's vehicle to remain parked for longer than the displayed time restrictions or to park in designated parking spaces. The application and the design requirements for each permit type are described below. The rules under which each permit type is issued, and the conditions associated with the continued use of the permit, are also described.

6.1 Residential Parking Permits

Residential permits exempt the permit holder from time-based parking restrictions or allow residents to park in 'resident permit zones'. Permits allow residents greater opportunity to park near their property, but do not guarantee a parking space nearby.

Residential parking permit areas are generally established in areas near rail stations, activity centres or other key activities. These areas may cover a street, part of a street or several streets. The permit issued is valid for all streets or locations in the specified area.

Council will undertake a review of the existing permit areas. This review will seek to group several local streets with similar restrictions into a single larger area. This will provide residents with opportunities to park in more than the street they live in. All residents eligible to a permit within a zone would be able to park on restrictions within the zone.

6.1.1 Eligibility

Residential parking permits are usually made available under the following conditions:

- The applicant applies for a permit and is a resident of the City of Kingston.
- The resident lives within a residential parking permit area (i.e. within 30m of an applicable parking restriction).
- Residential parking permits are only issued to occupiers. Owners of a property who permanently live elsewhere are not eligible for a permit for that property.
- Time restrictions (greater than 1-hour) or resident permit zones have been implemented in the street or area.

Residential parking permits do not apply to some time-based restricted spaces, for example:

- Parking restrictions sign-posted 1P (or less) as these restrictions are usually provided in activity and commercial areas. Very occasionally, an exemption may be permitted by the Manager Traffic and Transport.
- Parking restrictions in off-street public car parks.

Residents living in subdivisions granted planning advertisement after 28 July 2015 which created a net increase in total dwellings on a lot will not be eligible for a permit in the following zones:

- Activity Centre Zone;
- Comprehensive Development Zone;
- Commercial 1 Zone;
- Commercial 2 Zone;
- Mixed Use Zone;
- Residential Growth Zone;
- General Residential Zone Schedules 1 and 2.

Residents of dwellings in these areas are not eligible for a permit because the on-site parking requirements for the development have been assessed through the Kingston Planning Scheme and, therefore, adequate parking is expected to be provided on-site for these developments.

Shop-top apartments within residential areas will be subject to the same eligibility requirements as other residential dwellings. Shop-top apartments in commercial or activities centre zones are eligible for parking permits that allow them to park on parking restrictions covered by a residential parking permit area, however, the permit will not exempt them from parking on restrictions intended for commercial uses.

6.1.2 Number permits available

The Table below sets out the number of permits per dwelling.

Housing Type (Dwellings per lot)	Permits		
	Free	Fee applies	Total
Dwelling granted planning advertising approval prior to 28 July 2015	1	1	2
Dwelling granted planning advertising approval after 28 July 2015	0	0	0

The limit of two permits per dwelling is intended to encourage drivers to park their vehicles within their own property boundary which reduces demand for on-street parking and traffic congestion and manage demand for parking permits in an area to provide equitable access for those residents.

A small number of existing resident permit holders have been allocated more permits than shown in the Table above. Council acknowledges that these residents may wish to maintain existing allocation until they vacate the property. These permit holders will be allowed to maintain the number of permits until the resident vacates the property or the property lot is developed with a net increase in the number of dwelling.

6.1.3 Fees

The first permit is provided free. A fee applies to residents seeking a second residential parking permit. This fee covers the administration cost of issuing the permit, managing the resident parking permit scheme, the value of the public land occupied by the parking space, and seeks to encourage drivers to park their vehicles within their own property boundary. The fee will be set in the User Fees and Charges schedule adopted in Council's Annual Budget.

6.1.4 Duration of Residential Parking Permits

Residential parking permits are valid for 12 months from date of application. Lost or stolen permits will be cancelled, and a new permit issued for the duration left on the old permit.

6.2 Parking Permits for People with Disabilities

The current parking permit scheme for disabled people provides for two categories of permit (blue or green) with varying parking concessions based on the applicant's need for assistance. Blue permit holders may use the accessible spaces displaying disabled parking bay signs. Green permits holders are entitled to park a vehicle in any ordinary parking bay for twice as long as the time displayed on the sign.

6.3 Foreshore Parking Permit

Foreshore parking permits are issued to all ratepayers within Kingston enabling them to park free of charge in designated foreshore areas. Foreshore parking permits are renewed every three years from 1 September 2019. Replacement permits can be obtained by providing proof-of-residency.

6.4 Share Car Permit

A car share scheme is designed to reduce on-street car parking pressures by encouraging people to use shared vehicles to meet their car travel needs rather than owning their own vehicle.

6.4.1 Eligibility

Share car permits apply to car share bays located on Council car parks or and Council-managed roads.

6.4.2 Application

Car share bays are subject to approval by Council. Council will work with the operator to identify appropriate sites and consult with nearby land owners and occupants before installing on-street car share bays. Council will consider submissions received and reserve the right to decline the application.

Applications must be made in writing and will be consider in line with Council's Commercial Use of Council Land Policy. The application must include the following:

- completed Commercial Use of Council Land Application Form;
- a detailed site-specific plan;
- public liability insurance with cover of no less than \$10 million, indemnifying council;
- detailed operational overview of Car Share scheme and operator.

Car share operators must bear the costs associated with the installation of a car share facility which must include the supply and installation of two generic car share parking signs and line marking of the bay (as a minimum). Operators are responsible for submitting planning permit applications for all promotional and information signs associated with the car share bay (if required). Operators will be required to provide Council with an annual report outlining car share use patterns within the municipality.

If, due to unforeseen circumstances, Council needs to relocate or suspend a car share bay – Council will work with the relevant car share operator to find a suitable, alternative location. The costs of new signage and line marking will be covered by Council in such circumstances.

6.4.3 Fees

Car share operators will be charged a fee for exclusive access to a car share bay for a 12-month period as per the Commercial Use of Council Land Policy.

6.4.4 Duration Share Car Permit

Car share bays are provided to the operator for a period of two years, with the option to renew.

6.5 Trader Parking Permits

Trader parking permits normally are implemented in Council off-street car parks located commercial areas, activity centres or industrial areas. In these areas the parking restrictions will seek to:

- Balance high-turnover, short-term time restrictions for customers (normally limited to normal business hours) with longer-term parking for staff.
- Supporting local business prosperity.
- The permit scheme will be assessed, designed and implemented using the Parking Investigation Methodology and community engagement process detailed in this Policy.

Trader parking permits may be made available under the following conditions:

- there is a demand from local businesses as determined by parking studies;
- existing on-site provisions have been considered;
- suitable parking sites are available within the commercial zone.

6.6 Work Zone Permit

A work zone permit allows the permit holder to, where appropriate, occupy and exclusively use on-street car parking spaces while undertaking construction or works adjacent to a site.

6.6.1 Eligibility

This is assessed on a case-by-case basis considering existing street parking restrictions and operational need detailed in a Road Occupation and Works Permit application.

6.6.2 Fees

An occupation rate will be charged as per the User Fees and Charges schedule adopted in Council's Annual Budget.

6.6.3 Application

A Road Occupation and Work Permit application (together with a traffic management plan for construction purposes) will be submitted to (and assessed by) the Council's Transport and Traffic Department.

6.6.4 Duration

This is assessed on a case-by-case basis, as required in the application.

7 Other Parking Issues

7.1 Parking on the Nature Strip

Parking on the nature strip in Victoria is prohibited by the Victorian Road Safety Road Rules 2017. Signage is therefore not required to prohibit parking on the nature strip, except where compliance is proven to be a major safety issue.

However, Enforcement Officers do not take enforcement action against vehicles parking on nature strips unless a specific complaint has been received and the offending vehicle meets the following criteria.

- The vehicle is presenting an immediate danger by causing hazard to sight lines.
- The vehicle is parked too close to an intersection (within 10m).
- The nature strip or kerb and channel is being damaged by the vehicle when driving on or off the nature strip.
- The nature strip or vegetation (or both) is being damaged by the vehicle.
- The vehicle is parked not facing the direction of travel.
- The vehicle does not belong to the property outside where it is parked.
- The vehicle is parking in a dangerous manner.

If the vehicle does not meet any of the criteria set out about, no action is taken. A warning will be issued on the first occasion.

7.2 Indented Parking

Kingston will consider indented parking bays or approved hard standing verge parking bays in some cases if:

- the width of the nature strip is sufficient to accommodate parking and not compromise footpath safety and access;
- sight lines are not compromised;
- existing infrastructure and landscaping is not impacted;
- it fits into the existing streetscape design;
- construction is for a series of properties, not just for an individual location;
- a fair proportion of the cost of installation is apportioned to the benefiting properties, in accordance with the Local Government Act.

The asset will remain under the care and maintenance of Council and will not be for the sole use of any individual property. Parking restrictions may apply to these indented parking spaces.

7.3 Accessible car parking spaces for People with a Disabled car parking permit

When providing accessible car parking spaces for people with disabilities, several issues must be considered, including:

- Australian Standard design requirements;
- ramp/footpath access to the parking space; and
- that the driver may be the person with the disability (rather than the passenger).

It is therefore generally easier to meet all requirements for such spaces in off-street parking situations. Where on-street angle parking is available, providing safe parking spaces for people with disabilities will generally be possible. Where on-street parallel parking is the only parking available, it is generally not safe to provide a parking space for people with disabilities, as the driver (who may be disabled) will be getting out of the vehicle in the path of approaching traffic. Parallel on-street parking spaces for people with disabilities will only be provided on roads wide enough to ensure the full width wider parking space, clear of any traffic or cycling running lanes and where ramps can be provided.

7.4 Abandoned Vehicles

Any vehicle found on Council land or a road and considered by an authorised delegated officer to be abandoned, derelict or unregistered may be dealt with under the provisions of Schedule 11 of the Local Government Act.

7.5 Loading Facilities

The City of Kingston Planning Scheme requires new commercial and industrial properties to provide adequate on-site loading facilities. Council does not need to provide or retain existing on-street loading facilities for new commercial or industrial developments.

There are, however, many existing commercial and industrial properties that were built before this requirement. Where existing businesses have issues with deliveries or collection of goods, on-street loading facilities may be installed or retained - following consultation with relevant affected properties.

Generally, there are limited requirements for loading facilities in residential areas, so finding on-road space to safely park a truck in a residential area can be very difficult. On-street loading and unloading in these areas can also create conflict with pedestrian and cyclist safety. When a new residential property is part of a large multi-unit complex, loading and unloading by trucks can occur regularly. It is therefore incumbent on new residential developments to adequately provide for loading and unloading on-site and not to rely on valuable on-street parking.

7.6 Private Parking Areas

Council has several agreements with the land owner of private parking parks to enforce parking restrictions. It is expected that, generally, the parking provisions in these private parking areas will be consistent with this Policy.

7.7 Boats, Trailers and Caravans

Boats, caravans and trailers are permitted to park on local roads within the City of Kingston subject to the following conditions:

- the boat, trailer or caravan is not parked in an area subject to a resident parking scheme
- the boat, trailer or caravan is not greater than 7.5m in length;
- Council does not consider the boat, trailer or caravan to be abandoned.

7.8 Heavy and Long Vehicles

The stopping of heavy and long vehicles for more than one hour is prohibited in built-up areas under the Victorian Road Safety Road Rules 2017.

7.9 Streets Designated as Cycle Routes

Kingston has a cycling network which consists of a mix of shared-use paths on-road lanes.

- Parking should be removed near intersections to reduce conflict points between cyclists and other vehicles.
- If designated as a high-usage cycling route, clearway or timed parking restrictions could be considered.
- Parking may be removed where the road is too narrow to accommodate parking while ensuring the safety of travel for cyclists.
- Reviewing parking conditions as the bicycle network expands.

7.10 Hockey Stick Markings

Hockey stick markings are road markings that identify parking areas between driveways. They encourage motorists to park inside a marked parking bay and help to ensure there is enough space between parked cars, driveways and intersections. Generally, these are only installed in area of high parking demand such as in activity centres, around stations or sports reserves. Outside areas of high parking demand, hockey stick markings are not generally used due to the low parking demand and because they can reduce visual amenity of a street.

8 Delegation Authority and Decision Guidelines

Delegations under the following Acts and Regulations that apply to this Policy:

- *Local Government Act 1989*
- *City of Kingston Community Local Laws 2015*

8.1 Delegations/Authorisations

The Manager Traffic and Transport has delegation to make exemptions to this Policy under the following circumstances:

- Where a resident receives in-home services;
- Where there are medical reasons justifying an exemption;
- Where a parent has a very young child;
- There are genuine concerns for personal safety of residents if they are required to park in a remote location.

Evidence will need to be provided in support of any application for an exemption.

8.2 Human Rights Charter

This policy has been reviewed against and complies with the Charter of Human Rights and Responsibilities Act 2006.

9 Related Documents and Resources

Legislation / External Document

This policy refers to the following State legislation and local laws:

- (a) Local Government Act 1989.
- (b) Road Safety (Traffic Management) Regulations 2005.
- (c) Road Safety Road Rules 2017.
- (d) City of Kingston - Community Local Laws 2015.

This policy refers to the following internal plans and strategies:

- a) Our Roadmap Council Plan 2017 – 2021.
- b) Living Kingston 2035.
- c) Commercial Use of Council Land Policy 2018.

All parking-related infrastructure will comply with the Road Safety (Traffic Management) Regulations 2005 and conform to the designs specified in the AUSTRROAD standards.

10 Definitions

Term	Definition
Area of interest	Road link or collection of roads with the same parking issue; a section of road 150m or greater in length; or a section of road with the same existing parking restrictions.
Abutting Property	A property on the same side of the road as the parking spaces. This does not include properties on the opposite side of the road.
Mixed-use	A property that has more than one use, such as retail on the ground floor and residential on the upper floors, including 'shop-top' living
Multi-dwelling property	A property with 2 or more dwellings on a lot and includes subdivided sites and shop-top apartments.
Occupation rate	This is the percentage of parking spaces that are occupied in the area of interest, as an average for the area.
Parking permit	A parking permit issued by the City of Kingston.
Parking turnover rate	The actual parking usage over the theoretical parking availability, in an area of interest.
Residential property	A dwelling that solely used for residential purposes.
Response rate	The number of properties who responded, as a percentage of the total number of properties consulted.
Survey Period	This involves measuring the parking occupancy (and turnover) for a period of at least five hours on both sides of the road over at least 150m length of road.
Time based restrictions	For example, 3-hour restrictions
Time of operation	The time of day or days of the week that parking restrictions apply.
User limitations	The restriction applies to a type of vehicle or user.

Ordinary Meeting of Council

28 January 2020

Agenda Item No: 10.2

COMO PARADE WEST, MENTONE - CONTRIBUTION TO FOOTPATH AND BUS BAY WORKS

Contact Officer: Ross Gregory, Manager Traffic and Transport

Purpose of Report

The purpose of this report is to seek Council's direction on the quote from Level Crossing Removal Project to construct the footpath and bus bay works in Como Parade West for \$2,586,500.

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 Level Crossing Removal Project's quote to construct footpath, streetscaping, bus bay and associated road works in Como Parade West as per Council's scope.
2. Note the analysis of costs, resourcing, timing and risks for Council to manage the delivery of the Como Parade West works.
3. Authorise the CEO or her delegate to accept the offer from the Level Crossing Removal Project to do all things necessary including consultation with the affected traders to deliver the Additional Works on Como Parade West to a maximum capital contribution of \$2,586,500, with the final contribution to be determined by the Actual Outturn Cost to deliver this work.

1. Executive Summary

The next stage of the Mentone Renaissance implementation following the Mentone Piazza works is to construct an 85-metre section of footpath, bus bays and road in Como Parade West, which is adjacent the LXRП works. Whilst the scope of the level crossing removal project in Mentone includes footpath works on the station side of the road this section is not included because it is not directly associated with the works to remove the level crossing or for the new station.

The Mentone Renaissance project proposes widening the footpath and introducing the streetscape elements from the Piazza and Mentone Parade for this section of Como Parade West. The footpath widening will allow space for footpath trading, a key outcome sought through the Mentone Renaissance project.

LXRП has provided an amount to Council of \$2,586,500 to complete the so-called 'Additional Works on Como Parade West' to Council's scope as part of the level crossing removal works. LXRП is seeking a response to the offer by 31 January 2020 to progress design to deliver it in the second half of 2020.

Council officers have estimated it will cost approximately \$2.15M for design, project management and construction costs, with an additional \$150,000 in operational staffing expense for construction management, trader and stakeholder engagement and senior management oversight. Therefore, Council would save approximately \$300,000 to complete the project itself.

Council is scheduled to construct the works in 2022 following the level crossing removal works, prolonging disruption for traders in Mentone. It would also use significant Council resources for design, project and construction management and stakeholder engagement; resources which could be used elsewhere as Council implements a substantial capital works program over the next few years.

LXRP is conducting footpath renewal works along Balcombe Road and the east side of Como Parade, and LXRP advises the work can be completed by using night works and partial road closures to minimise disruption. The value of these works is estimated at between \$2.5m – 3m. LXRP will manage stakeholder engagement and liaison with other authorities through the works.

It is officers' opinion that engaging LXRP to complete the project will significantly reduce risk and ensure a consistent outcome in delivering the project, by completing it at the same time of other streetscape and road works in Mentone. It will reduce the impact on traders and the community by completing the works at the same time as the rest of the level crossing removal project.

2. Background

The scope of the Mentone level crossing removal includes pedestrian and vehicle traffic management improvement works, as well as the level crossing removal and new station and associated works. The key traffic management works include the conversion of the roundabout at Balcombe Road and Como Parade West to traffic signals and relocation of the Pedestrian Operated Signals on Balcombe Road further west to Woolworths Car Park entrance. To support these works the project will renew the road surface and footpaths on both sides of Balcombe Road between Woolworths car park entry and Swanston Street and the footpath on the east side of Como Parade West between Balcombe Road and the new station.

This leaves an 85-metre section of the footpath and road pavement Como Parade West between Balcombe Road and the recently completed Mentone Piazza works which will not be included in the scope of the level crossing works. This work is identified in Council's capital works program, with funding of \$1,400,000 over 2021/22 and 2022/23 financial years.

Officers have discussed including these works in the Level Crossing Removal Project's (LXRP) scope of works; however, officers were advised this is outside the scope because the works are not directly related to delivery of the project. In response to these discussions LXRP wrote to Council on 20 December 2019 with an offer to include the Additional Works on Como Parade West in the project scope for a cost of \$2,586,500 and for them to be completed in the second half of 2020 (Please see Appendix 1 for letter and proposed scope and Appendices 2 and 3 for Council's proposed design). A response from Council is sought by 31 January 2020 to progress the Additional Works.

3. Discussion

3.1 Council Plan Alignment

Goal 1 - Our well-planned, liveable city supported by infrastructure to meet future needs
Direction 1.2 - Effectively influence the urban and architectural design of the City

3.2 Consultation/Internal Review

In preparing this report advice has been sought from the following departments:

- City Economy and Innovation: on the impact of works to traders and footpath trade opportunities.
- City Strategy: developed the footpath widening concept and provided advice on resourcing.
- Communications and Community Relations: management of traders and community messaging.
- Infrastructure: cost estimates for construction, project delivery risk analysis and organisational resourcing impact.
- Parks and Open Space: place design elements of the project.

Officers from City Strategy and City Economy and Innovation have discussed the proposed reconstruction and footpath widening with adjoining traders in August 2019. However, it is important to note feedback was not sought from traders on timing / management of disruption from the works at this time; only on the concept, which is discussed further in Section 3.3.1 of this report.

3.3 Operation and Strategic Issues

3.3.1 Response to Mentone Urban Design Guidelines and Structure Plan

The Mentone Urban Design Guidelines adopted in December 2017 and Mentone Structure Plan adopted in April 2015 supported the relocation of the bus bays on the west side of Como Parade West approximately 200m south to the Mentone Piazza. This option was pursued strongly by officers throughout the development of the Mentone level crossing removal however ultimately it was not compatible with the new station location and not included in the project.

The principle of the decision to relocate the bus stops was to reduce the amenity impact of buses on the adjoining shops and to increase footpath trade opportunities. It has been identified the footpath can be widened by about 1.5m in this section (See Appendix 3 for a high-level concept plan). This will allow the garden bed and seating street scape elements installed at Mentone Parade to be continued along this section of Como Parade West as well as opportunities for footpath trading. This concept was discussed with traders who are generally supportive.

3.3.2 Level Crossing Removal Project – extent of works and methodology

The traffic signal and footpath renewal works being constructed by LXRP on Balcombe Road and the east side of Como Parade West have been estimated at approximately \$2.5-3 million were Council to construct them, once design and project management costs are considered. This is a saving that Council would otherwise have had to spend to complete these works. It has also saved Council significant time and resourcing in managing these works.

The offer from LXP will see the footpath, road and bus bay renewal along Como Parade West included in the scope and completed in the second half of 2020. The project methodology will minimise disruption for traders; with no significant closures of Como Parade West expected to complete the works. All pedestrian, vehicle and bus management impacts will be managed by LXP following review of traffic management plans from Council's Traffic Engineers.

Appendix 4 shows the extent of works to be conducted by LXP and the proposed Como Parade West works.

3.3.3 Cost Analysis vs Council Conducting Works

Officers have conducted an analysis of the cost for Council to conduct this project itself. A detailed breakdown is included at Appendix 5.

Council officers have estimated the construction cost for this project at approximately \$1.8M, based on the tender pricing for the Mentone Piazza works (including a 30% contingency). However, the tender price range could reasonably be expected to be anywhere between \$1.6M and \$2.0M. This price only considers the construction cost of the works and doesn't include the design, project management and other staffing costs.

The design and project management costs are estimated to be 25% of the construction cost (less contingency), which is normal for a project of this size given the approvals required from Department of Transport, Bus Companies and Utilities to conduct this work. This is a direct 'capital' cost which would be funded by the capital works budget. This puts the total capital works cost of the project at approximately \$2.15M.

As well as the resourcing directly related to the project there is also significant 'operational' resourcing for a large project such as this. This includes construction management, communications, trader liaison, stakeholder management, project sponsor and internal stakeholder input and senior management oversight. These costs have been factored into the Level Crossing Removal Project's pricing to conduct the work. These costs are estimated at an additional \$150,000 on top of the 'capital' cost to Council. This places the total cost at approximately \$2.3M.

When comparing this to the Level Crossing Removal Project's offer of \$2,586,000 it is estimated Council could conduct this project for approximately \$300,000 less. However, there is an opportunity cost of Council conducting the works which needs to be considered: the design, project management and other construction management will be managed by LXP, meaning Council's resources can be deployed to other projects in the substantial capital works program over the next few years.

3.3.4 Managing the impact on traders

The Mentone Piazza works had a significant impact on the traders adjacent to the work site, with Council receiving criticism from the traders on the way this project was managed. This was despite Council officers intervening regularly to alter the contractor's works program to minimise trader disruption and providing additional pedestrian and traffic management support.

The major construction for the level crossing removal is happening this year, which is expected to create significant further disruption for the traders. The level crossing removal project works will see the footpaths replaced along Balcombe Road and the east side of Como Parade West, so these traders will already be impacted by the level crossing works.

If the Como Parade West works were included then it will mean LXRPA will lead the delivery of this project, using their substantial community engagement and trader liaison resourcing to manage stakeholder interactions. Council will still play a role in supporting our traders during the construction as it does for all level crossing removal projects.

3.3.5 Time, cost, quality and risk management

LXRPA will complete works over 3 months between August – October 2020 at the same time as other footpath and road works within Mentone. A significant advantage of being delivered together is that the works will be consistent across the precinct.

The works are scheduled for 2022 in Council's capital works program, so would not commence until some time after the LXRPA project is complete. It will take Council approximately 4 months to complete the project, noting Mentone Piazza took approximately 6 months. Council will also carry the risk for delivering the project scope: it will need to manage stakeholder engagement and any pressures this will place on the project scope and delivery timelines.

It is considered the additional cost for LXRPA to manage the project risks, expedite delivery and provide a consistent outcome across the precinct is a sound investment over Council delivering the works.

3.3.6 Assurance

As per the experience with previous contributions to LXRPA works, in return for providing funding Council will be the 'Client' for these works. As client Council is given the following inputs and assurances:

- Define the initial scope of works and refinement through design workshops and a three-stage design review process
- Access to the site for surveillance of construction works (supporting LXRPA)
- Defects rectification and contract maintenance periods provided by LXRPA
- Final payment made following practical completion of the works.

3.4 Options

3.4.1 Proceed with contribution to Level Crossing Removal Project to complete works (preferred option)

There are a few advantages to LXRPA conducting the works on behalf of Council, including:

- The work is completed sooner, minimising disruption to the community.
- Design, construction, approvals, project management, community engagement and stakeholder management are managed by LXRPA, reducing the resourcing impact on Council.

- Reduced risk in delivering the project on time and on budget
- Ensures a consistent finish for the works in the precinct.

However, it is estimated it will cost approximately \$300,000 for LXRP to construct the works compared to what Council could construct it for.

3.4.2 Council to Perform Works Following Completion of Level Crossing Removal Project (Non-preferred option)

The alternative option is that Council completes the works following the completion of the level crossing removal project. This option will save Council approximately \$300,000; however, it increases the resourcing impact on Council staff, taking them away from work on those projects.

Taking this option will prolong disruption (and potential economic impacts) for traders and the broader community, as the works could not commence until after the completion of the level crossing removal project. Council would also need to manage traders and other stakeholders, which is significant for works within activity centres.

4. Conclusion

4.1 Environmental Implications

There are no significant environmental implications to this report

4.2 Social Implications

The proposed reconstruction provides greater separation between shops along Como Parade West and the bus stops. It introduces seating and opportunities for footpath trading, which will introduce more activity to this section of footpath.

4.3 Resource Implications

The proposed funding sources for the works are listed below:

Total Budget (Available)	2019/20	2020/21	2021/22	2022/23	2023/24
Funds sought					
C0417 – Mentone Activity Centre Development	\$270,000 (\$250,000) \$250,000	\$100,000 (\$100,000) \$1,150,000	\$680,000 (\$600,000)	\$1,100,000 (\$450,000)	\$NIL
N0040 – Roads Infrastructure Renewal Program	\$5,820,000 (\$5,820,000) \$380,000	\$6,050,000 (\$6,050,000)	\$6,100,000 (\$6,100,000)	\$6,600,000 (\$6,600,000)	\$7,200,000 (\$7,200,000)
C0277 – Activity Centre Upgrades and Improvement	\$70,000 (\$0)	\$0 (\$0) \$656,500	\$1,560,000 (\$500,000)	\$1,518,000 (\$500,000)	\$1,400,000 (\$1,400,000)
C0010 – Implement Structure Plans (concepts)	\$150,000 (\$0)	\$150,000 (\$150,000) \$150,000	\$150,000 (\$150,000)	\$150,000 (\$150,000)	\$150,000 (\$150,000)
	\$630,000	\$1,956,500			

4.4 Legal / Risk Implications


Engaging LXRP to conduct the works will cost Council an additional \$300,000 compared to conducting the project itself. However, engaging LXRP will reduce reputational risk for Council as the works will be completed by them as part of the broader level crossing removal project. This means the project will be finished sooner, reducing the impact on traders and the broader community.

Appendices

Appendix 1 - Mentone Level Crossing Removal - Proposed additional works on Como Parade West (Ref 19/316353)  [↓](#)

Appendix 2 - Como Parade West - Proposed Cross Section (Ref 20/3954)  [↓](#)

Appendix 3 - Como Parade West - Footpath Extension Plan (Ref 20/3955)  [↓](#)

Appendix 4 - Como Parade West - Extent of Works (Ref 20/3957)  [↓](#)

Appendix 5 - Como Parade West - Cost Benefit Analysis (Ref 20/3969)  [↓](#)

Author/s: Ross Gregory, Manager Traffic and Transport

Reviewed and Approved By: Bridget Draper, General Manager City Assets and Environment

10.2

COMO PARADE WEST, MENTONE - CONTRIBUTION TO FOOTPATH AND BUS BAY WORKS

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19/316353



Ref: COR/19/793003

Ms Julie Reid
Chief Executive Officer
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1230 Nepean Highway
CHELTENHAM VIC 3192
'JULIE.REID@KINGSTON.VIC.GOV.AU'

CITY OF KINGSTON

31 DEC 2019

PERMANENT
 1 - 2 YEARS
 3 - 10 YEARS
 11 - 35 YEARS

Dear Ms Reid

**MENTONE LEVEL CROSSING REMOVAL
ADDITIONAL WORKS ON COMO PARADE WEST**

I refer to Council's request for a proposal for the Southern Program Alliance to complete additional works along Como Parade West, on Council's behalf.

I understand that the scope of the requested works include the reconstruction of the footpath and bus bays along Como Parade West, asphalt re-sheeting, and the associated design and management of the works. A more detailed plan of the scope is attached to this letter.

For your consideration, the total cost to deliver works requested by Council is \$2,586,500.

Please note that the above price is based on completing the works after the main rail shutdown, in the second half of 2020. It is not expected that any significant closure of Como Parade West would be required during construction of these works, with the exception of lane closures, potential night road closures and associated impacts to the existing bus stops.

If Council wishes to proceed with these works, agreement to fully fund the additional costs is required by 31 January 2020. Please note that any delay to this date will result in an increased cost to that quoted above, and may impact the timeframe in which the works can be delivered.

If you have any queries in relation to this, please contact Mark Yosiffidis, Senior Project Manager on 0447 347 394 or email mark.yosiffidis@spalliance.com.au.

Yours sincerely

Andrew Brenchley
Acting Program Director – Southern Program

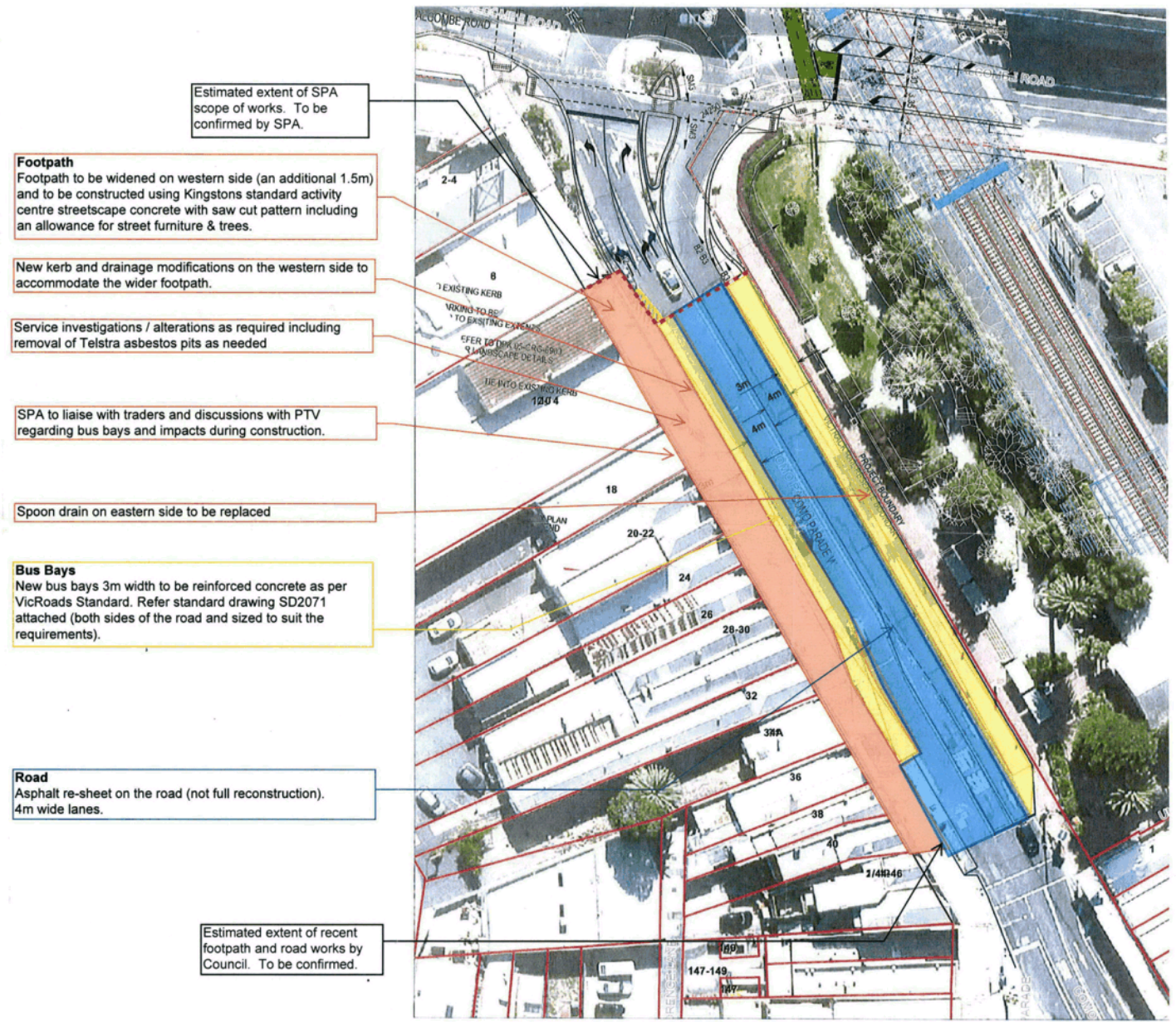
20/12/2019

Level 9, 121 Exhibition Street, Melbourne Victoria 3000
GPO Box 4509 Melbourne VIC 3001
T: 1800 105 105
E: contact@levelcrossings.vic.gov.au
W: levelcrossings.vic.gov.au

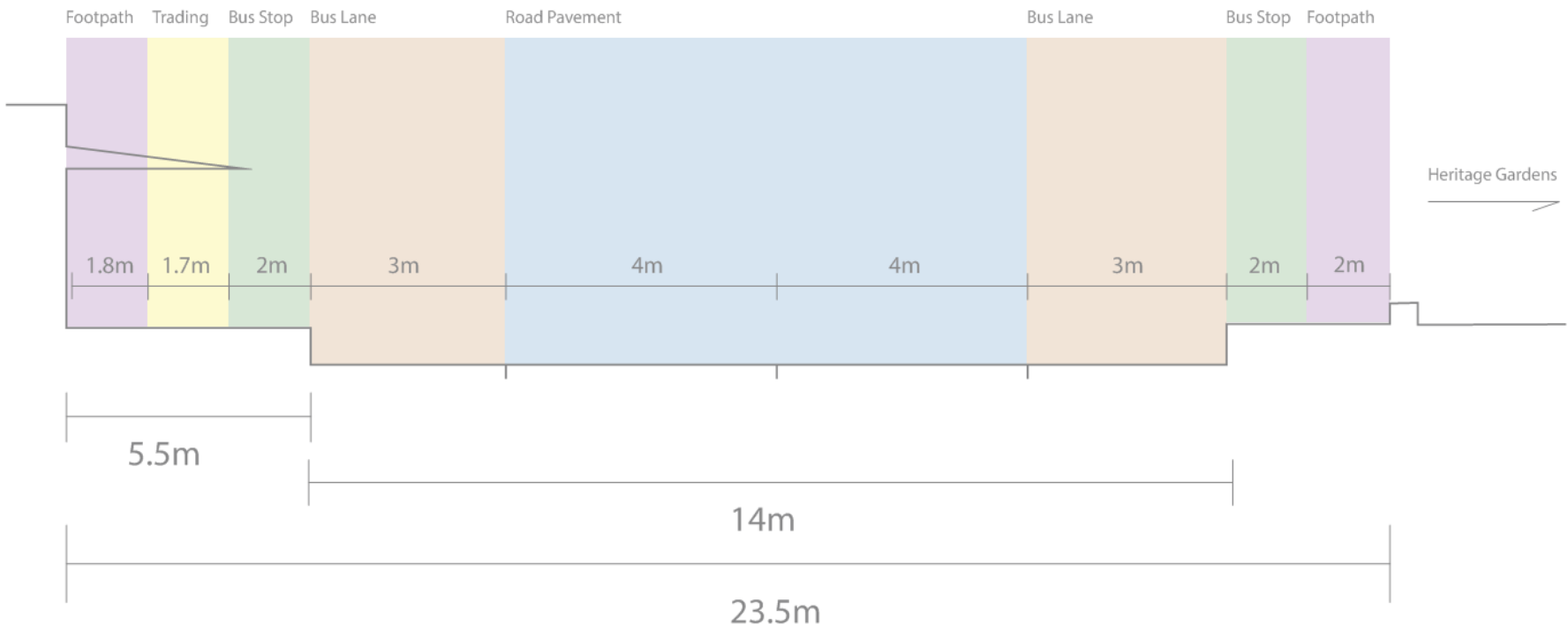
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BIG BUILD**

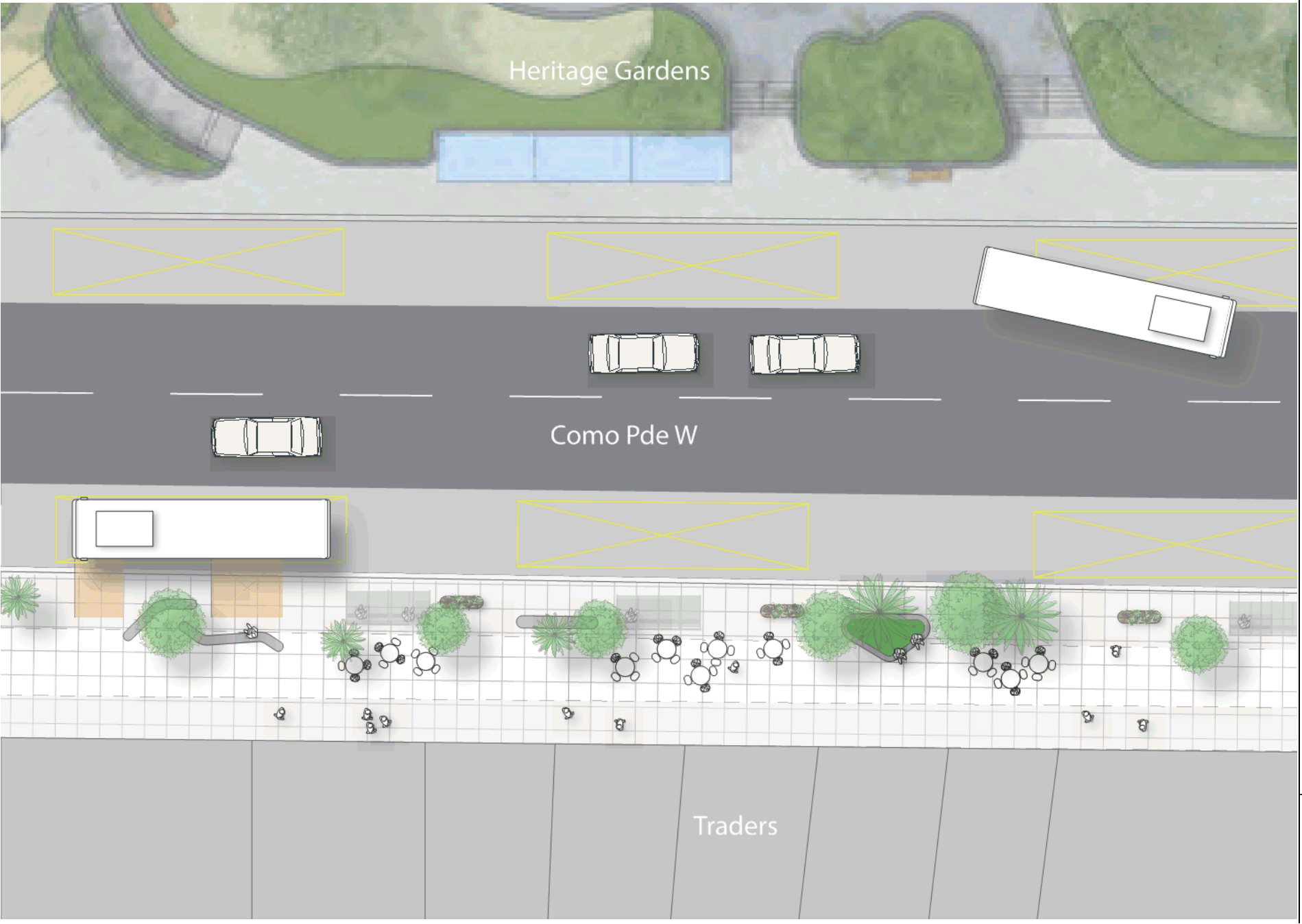


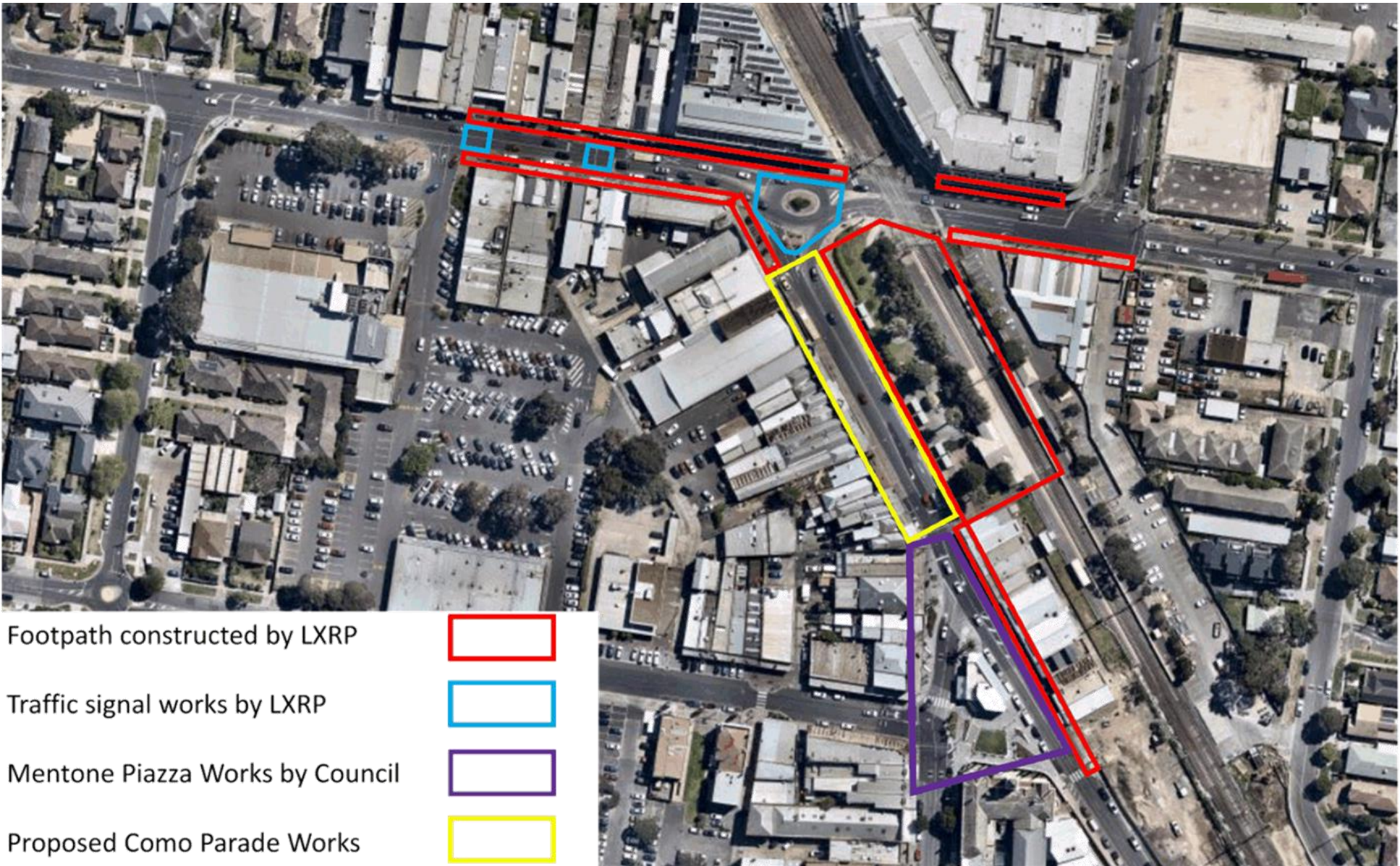
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Como Parade West Road and Footpath Section







Como Parade West	Qty	Rate	Unit	Total	Comments
<u>Construction costs</u>					
Site establishment	1	\$ 70,000	item	\$ 70,000	
Vehicle traffic management	1	\$ 90,000	item	\$ 90,000	
Pedestrian traffic management	1	\$ 60,000	item	\$ 60,000	Including allowance for construction staging & access arrangements into shops to minimise impacts on traders and customers
Footpath	510	\$ 250	sqm	\$ 127,500	
Kerb and Channel	100	\$ 200	lin.m	\$ 20,000	
Spoon Drain	90	\$ 200	lin.m	\$ 18,000	
Drainage	1	\$ 100,000	item	\$ 100,000	Widening of the footpath in combination with a road resheet is highly likely to require a continuous trench grate as per Mentone Parade works.
Bus Bays	490	\$ 500	sqm	\$ 245,000	
Asphalt resheet	750	\$ 180	sqm	\$ 135,000	This assumes an asphalt overlay with partial width reconstruction due to level changes with the change in footpath and kerb alignments
Urban Design and Furniture	1	\$ 200,000	item	\$ 200,000	Assumption from Mentone Piazza Works and concept plan - Final cost to be confirmed
Lighting	1	\$ 100,000	item	\$ 100,000	Allowance for lighting changes.
Soft landscaping	1	\$ 60,000	item	\$ 60,000	
Service alterations	1	\$ 160,000	item	\$ 160,000	
Construction Sub-total				\$ 1,385,500	
Plus Contingency	30%			\$ 415,650	
				\$ 1,801,150	Depending on competition at the time of advertising, tenders may anywhere range between \$1.6M to \$2.0M
<u>Design and Project Management</u>	25%	\$1,385,500	ea	\$ 346,375	

	Qty	Rate	Unit	Total	Comments
<u>Staffing expense (operational)</u>					
Project Sponsor	300	\$	90 Hr	\$ 27,000	
Construction Management	500	\$	70 Hr	\$ 35,000	
Communications	200	\$	60 Hr	\$ 12,000	
Trader Liaison	400	\$	60 Hr	\$ 24,000	* Trader liaison resource covered by LXRП project funding.
Responding to community	100	\$	70	\$ 7,000	
Stakeholder review	150	\$	100 Hr	\$ 15,000	* This input will be required for LXRП design review.
Management Oversight	300	\$	100 Hr	\$ 30,000	
Staffing on-costs				\$ 150,000	
Total cost to Council				\$ 2,297,525	
LXRП Cost				\$2,586,000	
Council Saving				\$288,475	Saving estimated between \$158,900 and \$558,900 depending on final tender price
				11%	Saving of between 6% and 22% depending on final tender price

Value of Structure Plan works provided by LXP	Qty	Rate	Unit	Total
Signalisation of Como Parade West / Balcombe Road	1	\$1,200,000	ea	\$ 1,200,000
Relocation Pedestrian Operated Signals, incl. Civil Works	1	\$ 400,000	ea	\$ 400,000
Sub-total				\$ 1,600,000
Design, project management and on-costs	30%			\$ 2,080,000
Value of Council Assets provided by LXP	Qty	Rate	Unit	Total
* East side of Como Parade East	900	\$ 250	sqm	\$ 225,000
* North side Balcombe Road	500	\$ 250	sqm	\$ 125,000
* South side Balcombe Road	600	\$ 250	sqm	\$ 150,000
* North East Side Balcombe Road	150	\$ 250	sqm	\$ 37,500
* South East Side Balcombe Road	200	\$ 250	sqm	\$ 50,000
Sub-total				\$ 587,500
Design, project management and on-costs	30%			\$ 763,750
Value of new and renewed assets provided by LXP				\$ 2,843,750

Ordinary Meeting of Council

28 January 2020

Agenda Item No: 10.3

ENDORSEMENT OF APPLICATIONS TO THE STATE GOVERNMENT'S WORLD GAME FACILITIES, COMMUNITY FACILITIES AND FEMALE FRIENDLY FACILITIES FUNDING PROGRAMS 2020/2021

Contact Officer: Debbie Murray, Recreation, Planning & Projects Co-ordinator

Purpose of Report

To present projects for application to the State Government's Community Facilities, Female Friendly Facilities and Soccer Facilities 2020/2021 funding programs, as administered by Sport and Recreation Victoria (SRV).

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 the submission of the following projects as applications to the State Government's World Game Facilities, Community Facilities and Female Friendly Facilities 2020/21 funding programs:
 - a) Female Friendly Facilities – Relocatable change facilities at Edithvale Common and Bonbeach Sporting Reserve;
 - b) World Game Facilities – Synthetic pitch No. 3 upgrade, Kingston Heath Regional Soccer Complex, Community Facilities Fund;
 - c) Community Facilities –Bowling Green Upgrade and Sports Lighting, Chelsea Bowls Club; and
 - d) Community Facilities - Dolamore Reserve Athletics Track Renewal (applications to future funding programs were endorsed by Council on 24th June 2019).
2. Refer the funding of applications to the State Government's World Game Facilities, Community Facilities and Female Friendly Facilities 2020/21 funding programs to the preparation of future Council budgets.

1. Executive Summary

This report identifies potential projects for application to the State Government's World Game Facilities (WGF), Local Sports Infrastructure Fund (LSIF) and Female Friendly Facilities (FFF) 2021 funding programs. The WGF, LSIF and FFF funding programs are now open and local governments are invited to submit project proposals to Sport and Recreation Victoria (SRV) by March 13 (WGF), February 14 (LSIF and FFF).

The recommended projects for application have been assessed as strongly aligning against the eligibility criteria. A full listing of all potential project applications, identified from submissions and discussions with sporting clubs and is identified within Council's Long Term Financial Plan, are listed within Appendix 1. This report seeks Council's endorsement of the recommended projects as applications to the funding programs.

2. Background

Late 2019, the State Government announced the new Local Sports Infrastructure Grants (LSIG) consisting of a \$22M state-wide program to fund the development of high-quality, accessible community sport and active recreation infrastructure.

The LSIG offers grants for the following streams:

- **Community Facilities** – Grants of up to \$500,000 to develop or upgrade local sport and recreation facilities;
- **Female Friendly Facilities** - Grants of up to \$500,000 to build new or upgrade existing change rooms to prioritise female participation; and
- **World Game Facilities** – Grants of up to \$500,000 to develop or upgrade soccer facilities.

SRV advises that all projects must align with the State Government's requirements of demonstrating clear benefits for increasing participation in sport, recreation and physical activity, and be well developed and shovel ready with all required project pre-planning documentation completed, such as schematic plans, quotes/cost estimate and a club commitment of a financial contribution towards the project.

The LSIG eligibility criteria is defined as:

1. Eligible project - alignment with LSIG guidelines
2. Project readiness - concept plans, accurate costings and being shovel ready
3. Capacity to deliver - project in required timeframes

The critical dates for the submission, assessment and award of applications, as set by SRV, are:

- Applications Close: February 14 (LSIF and FFF), March 13 (WGF)
- Applications Assessment: March-April 2020
- Projects Announcement: May-June 2020

Grants are offered in a range of categories with Council meeting the eligibility criteria for the following funding programs to submit:

- 1) Unlimited applications with a total (combined) funding request of up to \$500,000 for each funding stream:
 - Female Friendly Facilities
 - World Game Facilities
- 2) Two applications up to \$250,000.00 per application with a maximum total \$500,000.00
 - Community Facilities

3. Discussion

3.1 Council Plan Alignment

Goal 2 - Our sustainable green environment with accessible open spaces
Outcome 2.5 - Provide for a variety of sport and recreation opportunities across Kingston through the Sport and Leisure Strategy

Successful applications to the WGF, LSIF and FFF funding programs assists infrastructure developments that provide additional sport and recreation opportunities and assist in the promotion of healthy active lifestyles for the community.

3.2 Consultation/Internal Review

Consistent with Council's supported guidelines for the development of applications to State Governments funding programs, officers have been working with sporting clubs to identify, investigate and develop suitable applications.

All identified projects were presented for feedback and input from Active Kingston's Sport and Recreation Advisory Group, which expressed support for all potential applications listed in Appendix 1.

The sport and recreation clubs to benefit from the five nominated projects are listed below:

Project	Club
Edithvale Common Relocatable Change Facilities	Chelsea Soccer Club
Bonbeach Sporting Reserve Relocatable Change Facilities	Bonbeach YCW Junior Football Club Bonbeach Cricket Club Bonbeach YCW
Chelsea Bowling Green Upgrade and Sports Lighting	Chelsea Bowls Club
Dolamore Athletics track upgrade	Mentone Athletic Club Mentone Master Athletics Club Mentone Little Athletics Mentone Committee of Management Casual users, including school groups
Kingston Heath regional Soccer Complex synthetic pitch upgrade (No. 3)	Bentleigh Greens Soccer Club Bayside Soccer Club Casual users, including school groups

Discussions are ongoing with representatives from Sport and Recreation Victoria regarding potential applications.

3.3 Operation and Strategic Issues

3.3.1 Proposed Applications

These potential applications have been assessed against the following criteria:

- Eligible Project;
- Project Readiness;
- Capacity to deliver;
- Project Outcomes; and
- Confirmation of Project Funding

The assessment ranking of the applications is set out at Appendix 1.

Following assessment, the following projects are recommended as applications to the funding programs:

Funding Category	Projects
Female Friendly	Edithvale Common Relocatable Change Facilities
Female Friendly	Bonbeach Sporting Reserve Relocatable Change Facilities
Community Facilities	Chelsea Bowling Green Upgrade and Sports Lighting
Community Facilities	Dolamore Reserve Athletic track upgrade
Soccer Facilities	Kingston Heath synthetic pitch 3 upgrade

Below is a table including the estimated costs for these projects, the estimated Council contribution, the amount sought from SRV and club contributions. Officers are continuing to work with clubs to refine project costings that will inform the submission of applications to the funding programs.

Funding Category	Projects	Estimated Project Cost	Council \$	SRV \$	Club Contribution
Female Friendly	Edithvale Common Relocatable Change Facilities	\$150,000	\$75,000	\$75,000	NIL
Female Friendly	Bonbeach Sporting Reserve Relocatable	\$150,000	\$75,000	\$75,000	NIL

Funding Category	Projects	Estimated Project Cost	Council \$	SRV \$	Club Contribution
	Change Facilities				
Community Facilities	Chelsea Bowling Green Upgrade and Sports Lighting	\$300,000	\$125,000	\$125,000	\$50,000
Community Facilities	Dolamore Reserve Athletic track upgrade	\$1.6M	\$1,500,000	\$250,000	\$30,000
Soccer Facilities	Kingston Heath synthetic pitch 3 upgrade	\$750,000	\$375,000	\$375,000	NIL

4. Conclusion

4.1 Following club consultation and support from Council's ALAC, officers recommend the submission of five applications to the State Government's Community Facilities, Female Friendly Facilities and Soccer Facilities 2020/2021 funding programs, as administered by Sport and Recreation Victoria (SRV).

4.2 Environmental Implications

The inclusion of environmentally sustainable design principles is an assessment category for the WGF, LSIF and FFF funding programs. Projects that result in energy or water efficiencies are projects that have traditionally been supported by this funding program.

4.3 Social Implications

Applying for these grants highlights Council's support for community sport and recreation organisations. Should any of the projects be undertaken, they are expected to have a positive impact on health and wellbeing as well as skill development of administrators involved in managing the project works in partnership with Council.

The applications will deliver outcomes that support community and high levels sporting activities.

4.4 Resource Implications

Council's Long Term Financial Plan includes provisions (Council funding) for the:

- Dolamore Reserve Athletic track upgrade;
- Kingston Heath synthetic pitch 3 upgrade; and
- Chelsea Bowling Club green upgrade and sports lighting


A new business case submission has been prepared for consideration as part of the preparation of the 2020/21 budget requesting funding for the relocatable (female friendly) change facilities at Edithvale Common and Bonbeach Sporting Reserve. As Council currently hires temporary facilities at these sites, the capital investment will avoid the existing annual hire and set up costs (exceeding \$20,000 in 2019). In addition the proposed relocatable (female friendly) change facilities will provide a superior fit for purpose facility to support increased female participation in sporting activities.

The LSIG requires Council to match funding ratios upon a \$1(SRV):\$1 (Council/Club) basis.

4.5 Legal / Risk Implications

Improving community sports infrastructure improves the safety of participants at these facilities and reduces Council's overall risk.

Appendices

Appendix 1 - 20-21 Local Sports Grants Assessment SRV Funding Programs (Ref 20/2809) 

Author/s:	Debbie Murray, Recreation, Planning & Projects Co-ordinator
Reviewed and Approved By:	Mark Stockton, A/Manager Active Kingston Bridget Draper, General Manager City Assets and Environment

10.3

ENDORSEMENT OF APPLICATIONS TO THE STATE GOVERNMENT'S WORLD GAME FACILITIES, COMMUNITY FACILITIES AND FEMALE FRIENDLY FACILITIES FUNDING PROGRAMS 2020/2021

1	20-21 Local Sports Grants Assessment SRV Funding Programs.....	247
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20/21 Local Sports Infrastructure Grants Identified Potential SRV Applications

Category	Club/s	Ward	What is the Project?	Shortlisting Score (P/F)			
				Eligible project. Alignment with LSGF guidelines.	Project reediness. Concept plans Y/N. Accurate costings Y/N. Shovel ready Y/N	Capacity to deliver. project in required timeframes Y/N	Proceed Y/N
1 Soccer Facilities	Bentleigh Greens	Central	Refurbishment of synthetic pitch 3	Y	Y	Y	Y
2 Soccer Facilities			Conversion of ground 4 to a synthetic surface	Y	N	N	N
3 Soccer Facilities			Construction of a new ground 5	Y	N	N	N
4 Community Facilities	Chelsea Bowling Club	South	New Synthetic Green	Y	Y	Y	Y
5 Community Facilities			New Sports Lighting	Y	Y	Y	Y
6 Female Friendly Facilities	Chelsea FC	South	Relocatable change facilities	Y	Y	Y	Y
7 Female Friendly Facilities	Bonbeach Junior FC	South	Relocatable change facilities	Y	Y	Y	Y
8 Community Facilities	Mentone Track and Field Committee	Centre	Upgrade of the athletics facilities at Dolamore Reserve	Y	Y	Y	Y
9 Female Facilities	Bonbeach Football Netball Club	South	New Toilet changeroom storage facilities for netball and female footballers	Y	N	N	N
10 N/A	Bonbeach Sports Club	South	Multimedia projector and Screen	N	N	N	N
11 Cricket	Bonbeach Cricket Club	South	New Cricket Nets including turf nets	Y	N	N	N
12 Female Facilities	Edithvale Aspendale Junior Football Club	South	Upgrade of changeroom facilities at Glenn Street Reserve pavilion	Y	N	N	N
13 Female Facilities	Chelsea Football Netball Club	South	New Toilet changeroom storage facilities for netball and female footballers	Y	N	N	N
14 Community Facilities	Racing Rugby Club	North	Installation of Sports field lighting at Dane Road Reserve	Y	Y	N	N
15	Dingley Baseball Club	North	Flood Lighting Upgrade	Y	N	N	N
16 Community Facilities			New Sports Shelters (4)	N	N	N	N
17			Upgrade existing pavilion	Y	N	N	N
18 Community Facilities	Racing Rugby	Central	Sports Ground Lighting	Y	N	N	N
19 Community Facilities	Dingley Tennis Club	North	Redevelopment of Tennis Club	Y	N	N	N
20 Community Facilities	Edithvale Bowling Club	South	Kitchen Refurbishment	N	N	N	N

11. Corporate Services Reports

Ordinary Meeting of Council

28 January 2020

Agenda Item No: 11.1

INVESTMENT PORTFOLIO REPORT - DECEMBER 2019

Contact Officer: Caroline Reidy, Manager Finance and Corporate Performance

Purpose of Report

In accordance with Council's adopted Investment Policy, the purpose of this report is to advise Council where Kingston's working capital is currently invested. Kingston's funds that are not immediately required for operating purposes are invested in accordance with the relevant legislative requirements and policy requirements, with consideration of risk and at the most favourable rate of interest available to it at the time, for that investment type, while ensuring that our liquidity requirements are being met.

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 that its funds as at 31 December 2019 are invested in line with the risk management profile prescribed in Council's Investment policy.

Appendices

Appendix 1 - Investment Portfolio Report - December 2019 (Ref 20/5985) 

Author/s: Caroline Reidy, Manager Finance and Corporate Performance

Reviewed and Approved By: Paul Franklin, General Manager Corporate Services

11.1

INVESTMENT PORTFOLIO REPORT - DECEMBER 2019

1	Investment Portfolio Report - December 2019	255
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Investment Portfolio Report

December 2019

10/01/2020

community inspired leadership



Purpose

In accordance with Council's adopted Investment Policy, the purpose of this report is to advise Council where Kingston's working capital is currently invested. Kingston's funds that are not immediately required for operating purposes are invested in accordance with the relevant legislative and policy requirements, with consideration of risk and at the most favourable rate of interest available to it at the time, for that investment type, while ensuring that our liquidity requirements are being met.

Portfolio Performance

At the 31st December 2019 Council had a total of \$128.7 million held in Cash and Investments (See Table 6). These funds were held in the following categories:

Type of Investment	Dec'19 (\$'000)	Dec'18 (\$'000)
Cash At Bank	3,098	4,162
Cash At Call	9,500	9,000
Funds Invested (Fixed Term)	116,100	109,100
Total	128,698	122,262

The average interest rate at 31st December 2019 is 1.93% (December 2018: 2.64%) which is 103pts ahead of the average 90 Day Bank Bill Rate of 0.90% (December 2018: 2.02%) and 83pts ahead of the investment policy target of the average 90 Day Bank Bill Rate plus 20pts of 1.10% (December 2018: 2.22%). The 90 Day Bank Bill Rate has declined 117pts (57%) from 2.07% in January 2019 to 0.90% in December 2019. The average interest rate has declined 72pts (27%) from 2.65% to 1.93% over the same period (see Table 1 and Table 5).

It is expected that the average interest rate will continue to fall. In the coming month (January 2020) we have \$21.0 million of investments maturing that were invested with returns ranging from 1.65% to 2.18%. The highest rate of our investments placed during the month of December 2019 was 1.55%. As such, we are expecting the rate of return to continue to decline in the coming months.

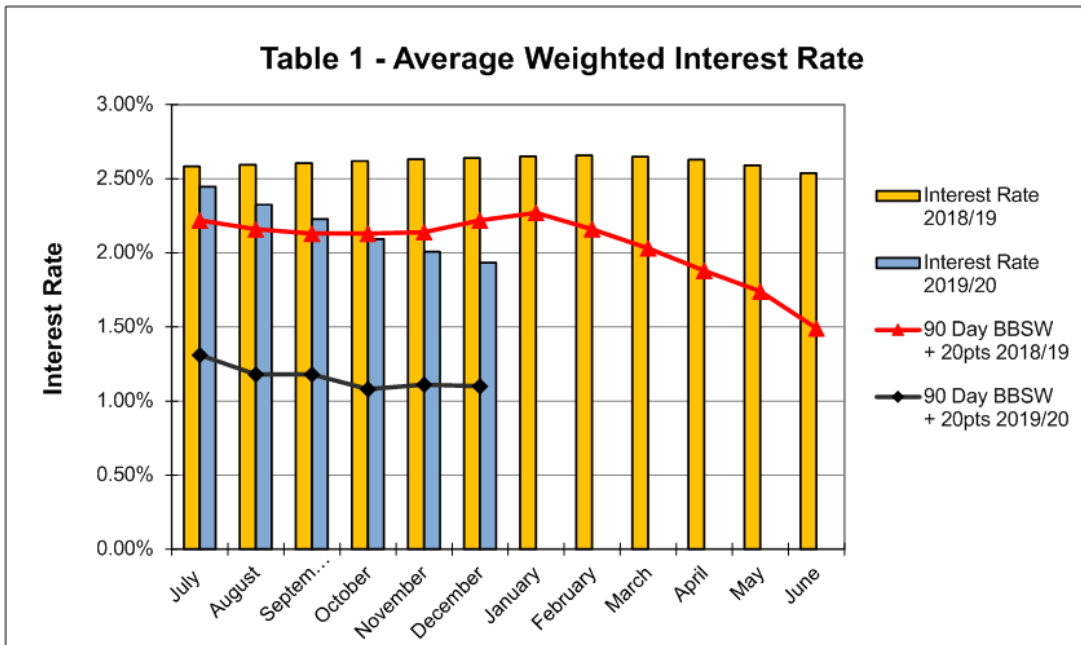
Council has invested in Westpac's Green Tailored Deposits. These have the same credit risk as an ordinary Westpac Term Deposit. Green Tailored Deposits have been certified to meet the Climate Bonds Standard which is an internationally recognised scheme utilised to prioritise investments which genuinely contribute to addressing climate change. All Green Tailored Deposits are associated with a defined pool of eligible assets and / or projects which meet the Climate Bonds Standard criteria. These assets and projects can include renewable energy, low carbon transport, low carbon buildings and water infrastructure. The balance of Green Tailored Deposits at 31st December 2019 is \$33.0 million.

Interest Income received on investments at 31st December 2019 totals \$1.4 million (December 2018: \$1.6 million) and is \$351k favourable to budget (December 2018: \$0.5 million favourable to budget).

Summary and Conclusion

Council has made investments for fixed term periods from 5 months to 13 months. The interest rates achieved as at 31st December 2019 are in the range of 1.20% (Bendigo Bank) to 2.70% p.a (Westpac). Council has invested with 5 financial institutions and meets all risk management guidelines of its Investment Policy. Westpac represents 52.5% of our overall investment (\$61.0 million), followed by NAB at 33.6% valued at \$39.0 million, Bank West at 10.3% valued at \$12.0 million and ANZ at 2.6% valued at \$3.0 million. Investment decisions are made based on a combination of the highest return, the risk rating and the projected future cash flow (See Table 2 and Table 4).

Only \$1.1 million (0.9%) of Investments are held with BBB+ rated Financial Institutions (ie Bendigo Bank). The remaining \$115.0 million (99.1%) is held with Financial Institutions rated AA-. Of the 4 major banks, we don't hold any investments with CBA as their rates have not been competitive to date.



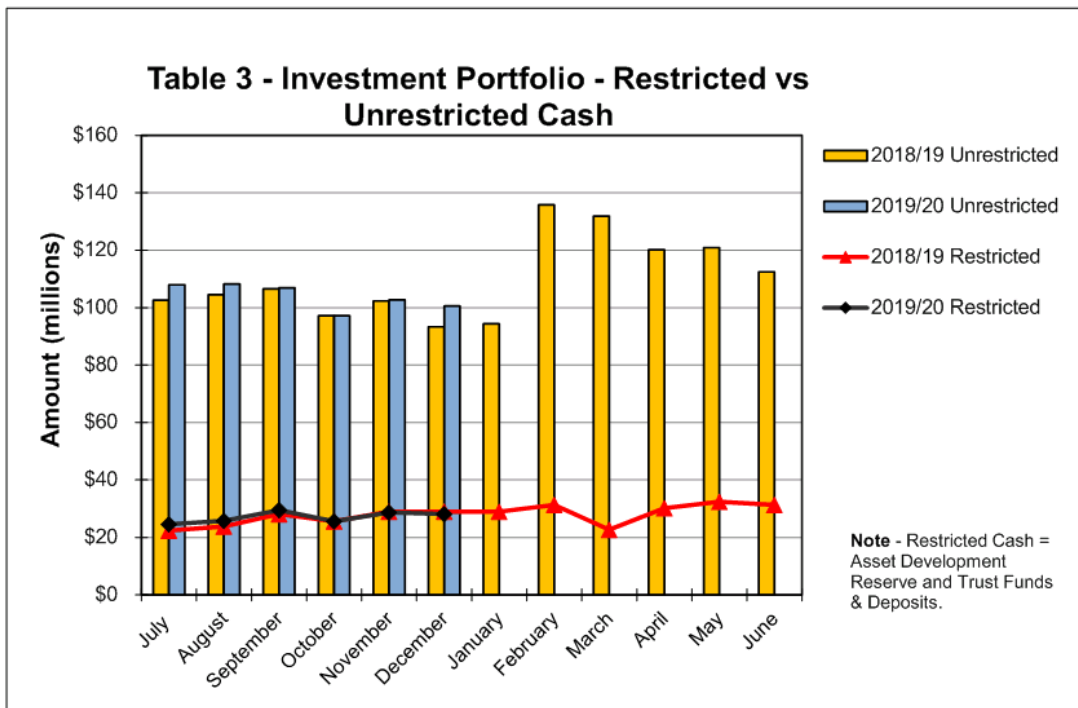
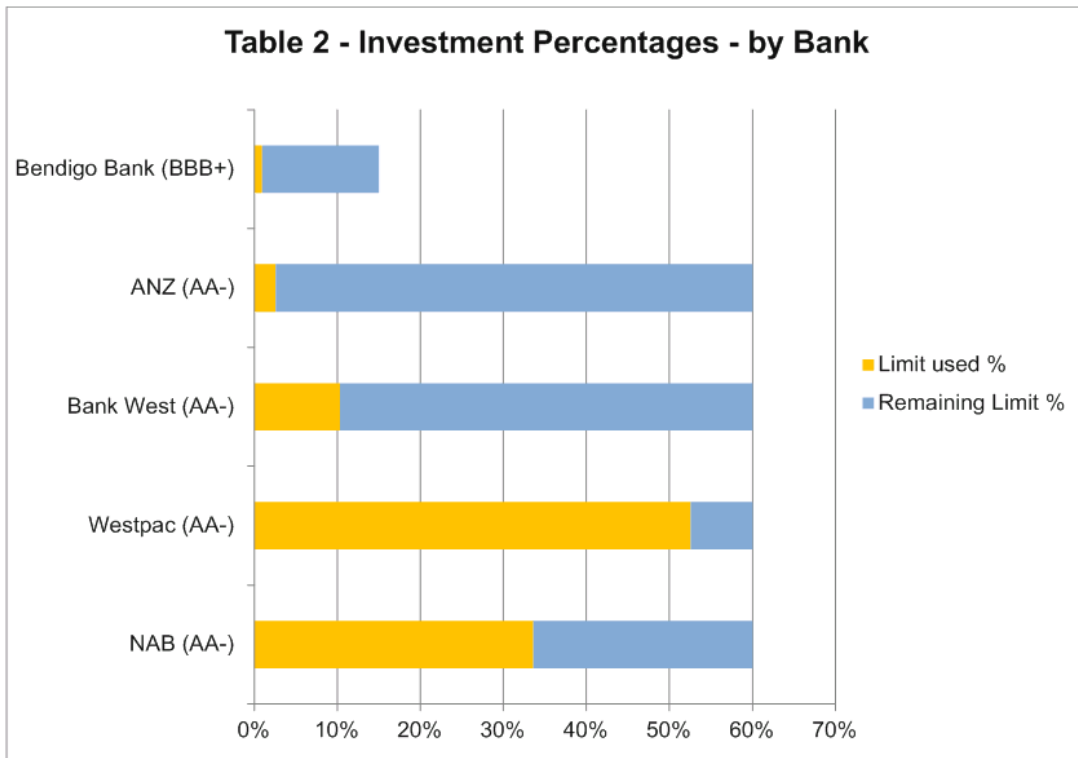


Table 4 - Market Value by Issuer (millions)

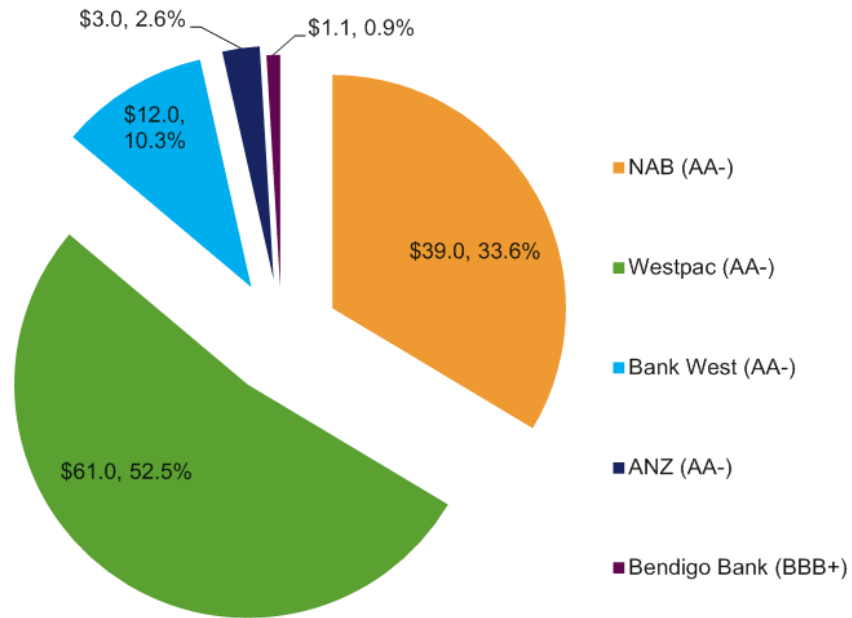
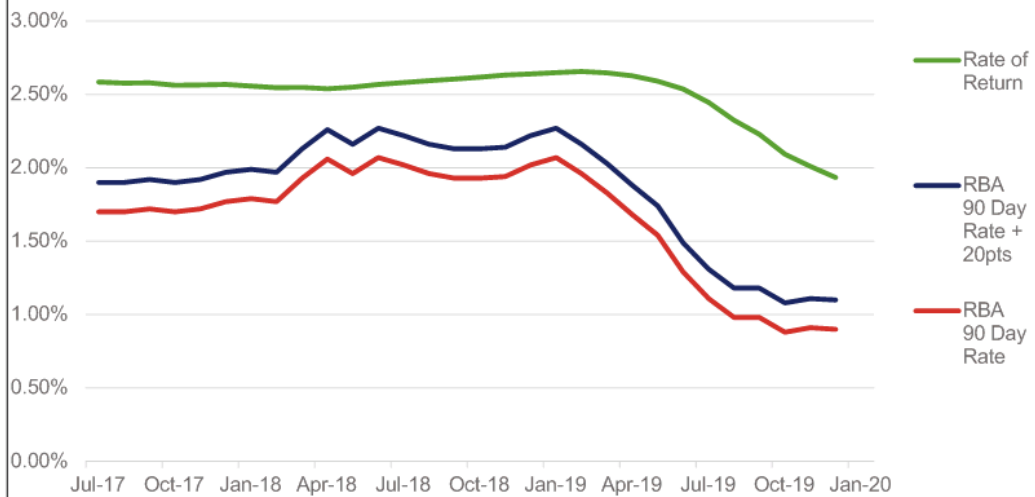
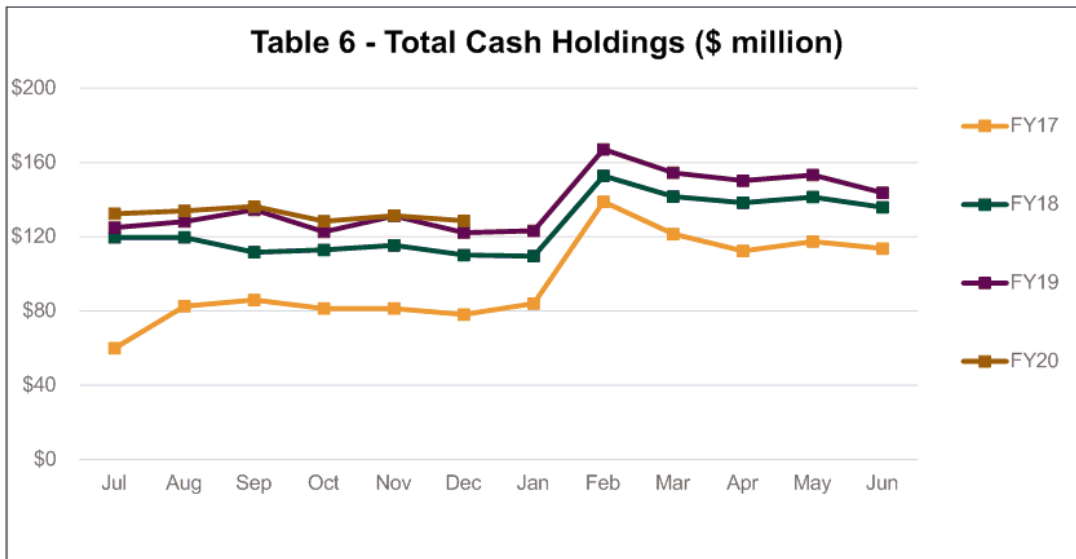


Table 5 - Interest Rates








Snapshot of Investments


Issue Date	Transaction Reference	BANK	Product	Rate	Maturity Date	Principal
12-Jun-19	832083873	ANZ	Fixed Rate, One Payment	2.05%	07-Jan-20	\$3,000,000.00
04-Jun-19	GMI-DEAL-10632421	NAB	Fixed Rate, One Payment	2.18%	07-Jan-20	\$3,000,000.00
04-Jun-19	GMI-DEAL-10632422	NAB	Fixed Rate, One Payment	2.18%	14-Jan-20	\$3,000,000.00
09-Jul-19	Deal - 4851127	Bank West	Fixed Rate, One Payment	1.89%	14-Jan-20	\$3,000,000.00
19-Jun-19	GMI-DEAL-10635345	NAB	Fixed Rate, One Payment	2.02%	21-Jan-20	\$3,000,000.00
27-Aug-19	Deal - 4866228	Bank West	Fixed Rate, One Payment	1.65%	21-Jan-20	\$3,000,000.00
05-Jul-19	GMI-DEAL-10639159	NAB	Fixed Rate, One Payment	1.94%	28-Jan-20	\$3,000,000.00
29-Jan-19	Account 141205112	Bendigo Bank	Fixed Rate, One Payment	2.30%	29-Jan-20	\$500,000.00
21-Feb-19	KINGSTONCC-MEL-7324477	Westpac	Fixed Rate, One Payment	2.60%	04-Feb-20	\$3,000,000.00
21-Feb-19	KINGSTONCC-MEL-7324479	Westpac	Fixed Rate, One Payment	2.60%	11-Feb-20	\$3,000,000.00
06-Aug-19	Deal - 4860232	Bank West	Fixed Rate, One Payment	1.69%	11-Feb-20	\$3,000,000.00
12-Feb-19	KINGSTONCC-MEL-7511425	Westpac	Fixed Rate, Quarterly Interest	2.70%	18-Feb-20	\$3,000,000.00
20-Aug-19	Deal - 4864293	Bank West	Fixed Rate, One Payment	1.65%	18-Feb-20	\$3,000,000.00
12-Feb-19	KINGSTONCC-MEL-7511441	Westpac	Fixed Rate, Quarterly Interest	2.70%	25-Feb-20	\$3,000,000.00
26-Feb-19	KINGSTONCC-MEL-7542370	Westpac	Fixed Rate, Semi Annual Interest	2.65%	25-Feb-20	\$4,000,000.00
14-Feb-19	KINGSTONCC-MEL-7516183	Westpac	Fixed Rate, Quarterly Interest	2.70%	03-Mar-20	\$3,000,000.00
14-Feb-19	KINGSTONCC-MEL-7516189	Westpac	Fixed Rate, Quarterly Interest	2.70%	10-Mar-20	\$3,000,000.00
13-Aug-19	GMI-DEAL-10648193	NAB	Fixed Rate, One Payment	1.65%	10-Mar-20	\$3,000,000.00
14-Feb-19	KINGSTONCC-MEL-7516251	Westpac	Fixed Rate, Quarterly Interest	2.70%	17-Mar-20	\$3,000,000.00
05-Jul-19	GMI-DEAL-10639160	NAB	Fixed Rate, One Payment	1.93%	31-Mar-20	\$3,000,000.00
16-Jul-19	GMI-DEAL-10641094	NAB	Fixed Rate, One Payment	1.93%	31-Mar-20	\$3,000,000.00
19-Mar-19	KINGSTONCC-MEL-7600671	Westpac	Fixed Rate, Quarterly Interest	2.50%	24-Mar-20	\$3,000,000.00
01-Oct-19	KINGSTONCC-MEL-8038979	Westpac	Fixed Rate, One Payment	1.67%	07-Apr-20	\$3,000,000.00
04-Oct-19	KINGSTONCC-MEL-8049138	Westpac	Fixed Rate, One Payment	1.56%	07-Apr-20	\$3,000,000.00
02-Oct-19	KINGSTONCC-MEL-8042506	Westpac	Fixed Rate, One Payment	1.59%	14-Apr-20	\$3,000,000.00
08-Oct-19	KINGSTONCC-MEL-8052756	Westpac	Fixed Rate, One Payment	1.56%	14-Apr-20	\$3,000,000.00
04-Oct-19	KINGSTONCC-MEL-8049159	Westpac	Fixed Rate, One Payment	1.56%	14-Apr-20	\$3,000,000.00
15-Oct-19	KINGSTONCC-MEL-8066376	Westpac	Fixed Rate, One Payment	1.56%	21-Apr-20	\$3,000,000.00
18-Nov-19	GMI-DEAL-10666320	NAB	Fixed Rate, One Payment	1.52%	28-Apr-20	\$3,000,000.00
26-Nov-19	GMI-DEAL-10668962	NAB	Fixed Rate, One Payment	1.50%	05-May-20	\$3,000,000.00
08-Nov-19	KINGSTONCC-MEL-8120343	Westpac	Fixed Rate, One Payment	1.55%	12-May-20	\$3,000,000.00
12-May-19	Account 10895811	Bendigo Bank	Fixed Rate, One Payment	1.20%	12-May-20	\$50,000.00
29-Nov-19	GMI-DEAL-10669775	NAB	Fixed Rate, One Payment	1.50%	19-May-20	\$3,000,000.00
03-Dec-19	GMI-DEAL-10671036	NAB	Fixed Rate, One Payment	1.50%	19-May-20	\$3,000,000.00
03-Dec-19	GMI-DEAL-10671038	NAB	Fixed Rate, One Payment	1.50%	26-May-20	\$3,000,000.00
10-Dec-19	GMI-DEAL-10672290	NAB	Fixed Rate, One Payment	1.55%	02-Jun-20	\$3,000,000.00
22-Jun-19	Account 136052511	Bendigo Bank	Fixed Rate, One Payment	2.00%	22-Jun-20	\$500,000.00
03-Sep-19	KINGSTONCC-MEL-7975029	Westpac	Fixed Rate, Quarterly Interest	1.54%	08-Sep-20	\$3,000,000.00
10-Sep-19	KINGSTONCC-MEL-7989403	Westpac	Fixed Rate, Quarterly Interest	1.66%	15-Sep-20	\$3,000,000.00
17-Sep-19	KINGSTONCC-MEL-8006047	Westpac	Fixed Rate, Quarterly Interest	1.71%	22-Sep-20	\$3,000,000.00
30-Sep-19	KINGSTONCC-MEL-8034531	Westpac	Fixed Rate, Quarterly Interest	1.56%	06-Oct-20	\$3,000,000.00
26-Oct-19	Account 114951361	Bendigo Bank	Fixed Rate, One Payment	1.30%	26-Oct-20	\$50,000.00
Term Deposits maturing in the next month						Total \$116,100,000.00



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Ordinary Meeting of Council

28 January 2020

Agenda Item No: 11.2

ASSEMBLY OF COUNCILLORS RECORD REPORT

Contact Officer: Gabby Pattenden, Governance Officer

Purpose of Report

To provide copies of the Assembly of Councillors records in line with Section 80A of the Local Government Act 1989 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 note the contents of this report for the public record.

1. Executive Summary

This report contains records for all meetings defined as an Assembly of Councillors under Section 80A of the Local Government Act 1989, (the Act).

2. Background

The Act requires that Assembly of Councillors records are reported to the next possible meeting of Council. This seeks to promote openness and transparency of Council decision making and to place on public record any declarations of direct or indirect interests by Councillors.

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 Assembly of Councillors meets the requirements of the Act 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 Legislative Requirements

As prescribed by section 80A of the Act, the written record only needs to be a simple document that records:

- The names of all Councillors and staff at the meeting;
- A list of the matters considered;
- Any conflict of interest disclosed by a Councillor; and
- Whether a Councillor who disclosed a conflict leaves the assembly.

A standard Assembly of Councillors form will be used as the record for the purposes of the Act. These form the appendices to the report. At times, however to avoid duplication, minutes of some meetings may be attached as the record of the Assembly if they include the required information, including disclosures.

Section 80A of the Act requires a Councillor attending an assembly to disclose a conflict of interest and leave the room whilst the matter is being considered.

This requirement is explained in further detail in Practice Note No. 6 Assemblies of Councillors which was authored by Local Government Victoria. This Practice Note advises that unlike Council meetings, it is not necessary for a Councillor to disclose any details of the conflict of interest. It is sufficient to just disclose that the conflict of interest exists and this is all that should be recorded.

The rationale behind this limited requirement is to protect Councillors' privacy. In Council or Special Committee meetings, Councillors have an option under the Act to disclose a conflict of interest in writing to the CEO, which allows for the nature and type of the conflict of interest to remain private. The Act does not provide this option in relation to Assemblies of Councillors and thus Councillors are only required to disclose the existence of a conflict of interest and not the nature and type of interest at an assembly.

4. Conclusion

The report is provided in line with Section 80A of the Act which requires that the record of an assembly must be reported to the next practical Ordinary Meeting of Council and recorded in the minutes of that meeting.

4.1 Environmental Implications

Nil

4.2 Social Implications

Tabling Assembly of Council records supports disclosure and transparency of Council operations.


4.3 Resource Implications

Nil

4.4 Legal / Risk Implications

Reporting Assemblies of Councillors to Council meets the legislative requirement contained in section 80A of the Act.

Appendices

Appendix 1 - Assembly of Councillors Record - Strategic Councillor Information Session
- 20 January 2020 (Ref 20/14519)  [Download](#)

Author/s: Gabby Pattenden, Governance Officer
Reviewed and Approved By: Kelly Shacklock, Acting Manager Governance
Paul Franklin, General Manager Corporate Services

11.2

ASSEMBLY OF COUNCILLORS RECORD REPORT

1	Assembly of Councillors Record - Strategic Councillor Information Session - 20 January 2020	269
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Assembly of Councillors Record

This Form MUST be completed by;

- (i) The appropriate attending Council Officer or;
- (ii) Chairperson of any Council Advisory Committee where there is no Council Officer present and returned IMMEDIATELY to the Manager Governance for filing.

Assembly details:

Date: 20 January 2020

Time: 5.45pm

Assembly Location: 1230 Nepean Highway Cheltenham

Assembly Reason: Strategic Councillor Information Session

Attendees:

Councillors

Cr Georgina Oxley (Mayor)
 Cr Tamsin Bearsley
 Cr Ron Brownlees OAM
 Cr David Eden
 Cr Geoff Gledhill
 Cr George Hua
 Cr Steve Staikos
 Cr Rosemary West OAM

Officers

Julie Reid, Chief Executive Officer
 Tania Asper, Acting General Manager Planning and Development
 Mauro Bolin, General Manager Community Sustainability
 Bridget Draper, Acting General Manager City Assets and Environment
 Paul Franklin, General Manager Corporate Services
 Megan O'Halloran, Manager Communications & Community Relations
 Kelly Shacklock, Acting Manager Governance
 Gabby Pattenden, Governance Officer
 Eric Bouwmeester, ICT Operations Team Leader
 Jane Grace, Manager Libraries and Social Development
 Ross Gregory, Manager Traffic and Transport
 Tony Ljaskevic, Manager Information Systems and Strategy
 Paul Marsden, Manager City Strategy
 Jaclyn Murdoch, Manager Compliance and Amenity
 Ian Nice, Manager City Development
 Mark Stockton, Acting Manager Active Kingston
 Tim Scott, Team Leader Maintenance Contracts and Waste
 Rachele Quattrocchi, Manager Infrastructure
 Ray Tiernan, Acting Coordinator Community Development
 Jihan Wassef, Team Leader Social Development

Assembly of Councillors Record

This Form MUST be completed by:

- (i) The appropriate attending Council Officer or;
- (ii) Chairperson of any Council Advisory Committee where there is no Council Officer present and returned IMMEDIATELY to the Manager Governance for filing.

Guests

Kane Robinson, Victoria Police
Topsy Petchey

Apologies:

Nil

Matter/s Discussed:

1. Apologies
2. Disclosures by Councillors, Officers and Contractors of any Conflict of Interest
3. Notes of the Strategic CIS Meeting of 18 November 2019
4. Councillor Weekly Update and Executive Updates
City Assets and Environment
 - Update on Food Organics Green Organics tender results by Rachelle Quattrocchi and Tim Scott.
 Corporate Services
 - Maternal & Child Health court matter
 - Planning application matter - VCAT Human Rights list
 CEO
 - Cove investigation meeting update – it is proposed that a report to be prepared for the March meeting cycle detailing cost and time of investigation
5. Notes of Access and Equity Advisory Committee Meeting - 15 November 2019
6. Notes of Business and Economic Development Advisory Committee Meeting - 21 November 2019
7. Notes of Active Kingston Advisory Committee - 27 November 2019
8. Proposed Amendment to Mordialloc Alcohol Free Zone
9. 2020 Councillor Workshop
10. LGPRF Comparative Results - 2018-19
11. CEO Performance Review
12. CEO Employment Matters Sub Committee Report
13. Draft Agenda - Ordinary Meeting of Council - See Separate Agenda
 1. Apologies
 2. Confirmation of Minutes of Previous Meetings
 3. Foreshadowed Declaration by Councillors, Officers or Contractors of any Conflict of Interest
 4. Petitions
 - Calisthenics Park for Edithvale Reserve
 - Drinan Road, Chelsea - Traffic
 - 11 Powlett Street, Mordialloc - VCAT
 - 10 Groves Street Aspendale
 - Derelict car – Yarra Court, Mentone
 5. Presentation of Awards

Assembly of Councillors Record

This Form MUST be completed by:

- (i) The appropriate attending Council Officer or;
- (ii) Chairperson of any Council Advisory Committee where there is no Council Officer present and returned IMMEDIATELY to the Manager Governance for filing.

- Nil
- 6. Reports from Delegates Appointed by Council to Various Organisations
- 7. Question Time
- 8. Planning and Development Reports
 - 8.1 KP-2019/629 - 15 Lord Weaver Grove Bonbeach
 - 8.2 KP-2015/612/A - 215-229 Spring Road Dingley Village
 - 8.3 Removal of Confidential Designation - Parking
 - 8.4 Submission to the Draft Melbourne Industrial and Commercial Land Use Plan
- 9. Community Sustainability Reports
 - Nil
- 10. City Assets and Environment Reports
 - 10.1 Como Parade West, Mentone - Contribution to Footpath and Bus Bay Works
 - 10.2 Endorsement of Applications to the State Government's World Game Facilities, Community Facilities and Female Friendly Facilities Funding Programs 2020/2021
- 11. Corporate Services Reports
 - 11.1 Quick Response Grants
 - 11.2 Kingston Charitable Fund Grant Assessment Panel - Council Appointed Community Representatives
 - 11.3 Award of Contract 19/52 – Cloud Migration of IT infrastructure
 - 11.4 Investment Portfolio Report - December 2019
 - 11.5 Bushfire Recovery Funding
- 12. Notices of Motion
 - 12.1 Notice of Motion No. 1/2020 - Cr Staikos - Relocation of the Alex Fraser Concrete Crusher Facility
- 13. Urgent Business
- 14. Confidential Items
 - 14.1 Municipal Boundary Change - Cheltenham Level Crossing Removal Works
 - 14.2 Chelsea Level Crossing Removal - Pedestrian Bridge
 - 14.3 CEO Employment Matters Sub Committee Report
- 14. In House Legal Service Providers
- 15. Report on Legal Advice - November 2019
- 16. Report on Legal Advice - December 2019
- 197. Invitations

Conflict of Interest Disclosures:

Did senior officer present ask for disclosure of Conflicts of Interest? Yes / No

Yes

Councillor Disclosures: (refer 2 over page)

Nil

Assembly of Councillors Record

This Form MUST be completed by;

- (i) The appropriate attending Council Officer or;
- (ii) Chairperson of any Council Advisory Committee where there is no Council Officer present and returned IMMEDIATELY to the Manager Governance for filing.

Record if a Councillor left the meeting during the discussion.

N/A

Officer Disclosures: (refer 4 over page)

The CEO, Julie Reid disclosed a Conflict of Interest in items 11 and 12

Completed by:
Date:

Gabrielle Pattenden
21 January 2020

Assembly of Councillors Record - Any record of an Assembly of Councillors is reported at next practicable Council meeting and recorded in the Minutes.

Requirements and explanation:

1. Section 80A(1) and (2) Officer Requirements (re Written Record to be made of disclosure of Conflicts of Interest):

Section 80A(1) and (2) of the Local Government Act 1989, stipulates:

- "(1) At an assembly of Councillors, the Chief Executive Officer must ensure that a written record is kept of:
- (a) the names of all Councillors and members of Council staff attending,
 - (b) the matters considered,
 - (c) any conflict of interest disclosures made by a Councillor attending under subsection (3),
 - (d) whether a Councillor who has disclosed a conflict of interest as required by subsection (3) leaves the assembly."
- (2) The Chief Executive Officer must ensure that the written record of an assembly of Councillors is, as soon as practicable-
- (a) reported at an ordinary meeting of the Council; and
 - (b) incorporated in the minutes of that Council meeting."

2. Section 80A(3) and (4) Councillor Requirements (re Conflict of Interest):

Section 80A(3) and (4) of the Local Government Act 1989, stipulates:

- "(3) If a Councillor attending an assembly of Councillors knows, or would reasonably be expected to know, that a matter being considered by the assembly is a matter that, were the matter to be considered and decided by Council, the Councillor would have to disclose a conflict of interest under section 79, the Councillor must, at the time set out in subsection (4), disclose to the assembly that he or she has a conflict of interest and leave the assembly whilst the matter is being considered by the assembly. Penalty: 120 penalty units.
- (4) A Councillor must disclose the conflict of interest either-
- (a) immediately before the matter in relation to which the Councillor has a conflict of interest is considered; or
 - (b) if the Councillor realises that he or she has a conflict of interest after consideration of the matter has begun, as soon as the Councillor becomes aware that he or she has a conflict of interest."

3. Section 3(1) definition:

"**Assembly of Councillors**" (however titled) means a planned or scheduled meeting of at least five Councillors and one member of Council staff, or an advisory committee of the Council where one or more Councillors are present which considers matters that are intended or likely to be:

- the subject of a decision of the Council; or
- subject to the exercise of a function, duty or power of the Council that has been delegated to a person or Committee; or

but does not include a meeting of the Council, a Special Committee of the Council, a club, association, peak body, political party or other organisation."

Brief Explanation:

Some examples of an *Assembly of Councillors* will include:-

- Meeting / briefing of five Ward Councillors;
- Advisory committee or Village Committee Meeting where 1 or more Councillor is present
- Other Councillor briefing sessions;
- Budget discussions;
- Workshops re key Council priorities;
- Site inspections / preliminary planning conferences;

providing **at least five Councillors and one Council Staff member is present** and the matter/s considered are intended **or likely to be** subject of a future decision by the Council **OR** an officer decision under delegated authority.

As a matter of good practice, it would be considered exceptional not to deem any scheduled / planned meeting of five or more Councillors and an officer/s as an Assembly of Councillors. If you require further clarification, please call the Governance team.

4. Section 80B Officer Requirements (re Disclosure of Conflicts of Interest):

A member of Council staff who has a conflict of interest in a matter in which they also have delegated power, duty or function must:

- not exercise the power or discharge the duty or function; and
- disclose the type of interest and the nature of the interest to the Chief Executive Officer, in writing, as soon as he or she becomes aware of the conflict of interest in the matter, including those situations when the Officer is exercising a statutory power or duty of the Chief Executive Officer.

Ordinary Meeting of Council

28 January 2020

Agenda Item No: 11.3

BUSHFIRE RECOVERY FUNDING

Contact Officer: Paul Franklin, General Manager Corporate Services

Purpose of Report

The purpose of this report is to provide information and options for Council's consideration in providing leadership in the community in responding to the 2019/20 bushfires which have impacted communities throughout Victoria including the North East and Eastern areas of the State.

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. Extend its sympathy to people and communities who have suffered losses from the recent bushfires that have devastated large parts of Australia;
2. Express its thanks to all emergency and welfare services personnel who have worked to protect and support those impacted by the bushfires;
3. Allocate \$50,000 to a recovery project to be determined in consultation with the Shire of Towong that will be a lasting legacy in that community;
4. Donate the proceeds of the 2020 Mordialloc Festival gold coin entry and Bushfire Fundraiser Wine Sales at the Pop Up Bar to be shared equally between Wildlife Victoria and Zoos Victoria;
5. Continue to make staff available upon request from the MAV or affected Councils;
6. Waive the Council facility hire fees for legitimate bushfire fundraising efforts by Community Groups to 30 June 2020;
7. Continue to inform the Kingston community of Federal and State Government and emergency agencies messages through appropriate channels; and
8. Work with St Kilda Football Club to identify opportunities to work together in support of bushfire fundraising in conjunction with AFLW and preseason games at Linton Street.

Background

Councillors and the Kingston community are aware of the devastating bushfires which have impacted many communities across Victoria.

The State and Commonwealth Governments have committed resources, including contributions from public donations, to assist communities and individuals to recover from the event. This assistance has included: a variety of grants to individuals and businesses for rebuilding and clean up; direct financial assistance; re-establishing identity documents; assistance with health, including mental health, issues; housing and emergency accommodation; personal support and counselling; animal welfare provision; stock and farming grants; and several other supports.

The Victorian State Government has recently established a new permanent dedicated agency to work directly with local communities impacted by the bushfires to begin the process of rebuilding and recovery. The new Bushfire Recovery Victoria (BRV) agency is focused on the needs of Victorian communities, working closely with locals to ensure that rehabilitation projects are both locally-driven and locally-delivered.

The work of BRV will extend across a range of priorities from the immediate clean-up and ensuring the health and wellbeing of residents and farmers, to longer-term work to help local communities and local economies, like the agricultural and tourism sectors, get back on their feet. In line with this commitment, Community Recovery Committees will be established to ensure locals have a voice throughout this process.

The agency will be chaired by former Chief Commissioner of Victoria Police Ken Lay and is also responsible for advising the Victorian Government on the coordination of efforts and the development of an overarching plan for the restoration and recovery of communities across our state.

At this point of time the MAV's efforts are focussed on the immediate response to the bushfire disaster and coordinating requests for support from effected Shires and matching those requests to available resources from other Councils. Currently, the MAV is developing an online human resource-sharing facility. This is intended to complement resource-sharing processes that may already exist and provide all councils an opportunity to nominate people with skills who can be deployed to assist in fire-affected communities. Kingston is in the process of assessing the staffing resources that we can contribute to the overall response to the bushfires. Such resource sharing arrangements will still follow the already established MAV Protocol for Inter-Council Emergency Management Resource Sharing.

Council response to 2009 Bushfires

In June 2009 Councillors determined to provide a donation of \$50,000 directly to the City of Whittlesea. The Mayors of the Day mutually determined how the funds were to be used – thought to be on the reconstruction of a local park – the main objective being to keep the full \$50,000 allocation together to make as meaningful contribution as possible and provide a lasting recognition of the City of Kingston's contribution to another municipality.

Recovery Good Practice

The development of good practice in recovery efforts reveals that the most efficient and effective way to recover from an emergency event is through established channels of support. In the case of the current bushfires this is through the abovementioned authorities and their ancillary support agencies.

Recovery Principle

Recovery efforts that are best able to assist communities involve a principle whereby communities themselves take responsibility for determining when, where and how resources are deployed to meet local need. This approach enhances people's dignity, responsibility, and cooperation with supporting agencies and other communities.

The responses from both the State, in the establishment of Bushfire Recovery Victoria and the MAV are consistent with good recovery practice and principle.

Options for Support

1. Provide Funding to a Local Relief Agency

Councillors would need to select a group or groups that would handle public funds and allocate it in an area for a cause. This raises issues of accountability, co-ordination with the local Recovery Committee, public relations and arguably, the community group's capacity. Responding to individuals or organisations nominating projects may also lead to criticism of favouritism and/or a lack of fair process and may result in poor targeting of the donation or duplicating effort.

2. Allocate Funds Directly to Municipalities

Any funds could be targeted for either a capital works initiative or a community social recovery program, or both. This could be for one or more Councils, although spreading the funds may diminish their impact. Council could nominate an activity if it wished, for example, enhancing a community asset such as park or garden to provide a legacy for the effected community. Alternatively, Council could provide the funds unencumbered for a Council to allocate as it sees fit.

On 2 January 2020, the Premier declared that a State of Disaster existed in the following municipalities:

- East Gippsland Shire
- Mansfield Shire
- Wellington Shire
- Wangaratta Rural Shire
- Towong Shire
- Alpine Shire

Contact could be made with the Mayors of any of the above Shires with a view to contributing to a specific project, similar in nature to the one made by Kingston to Whittlesea in 2009.

3. Call for submissions from Community Organisations

This would involve advising organisations in the affected areas that the funds are available and that the organisations would need to make a submission on how these funds may be best used. Council could then decide on its favoured project(s) requiring consideration on the relative merit of each submission. This approach may place an administrative burden on many organisations which are already under stress. It would also raise expectations for the receipt of funds that may not be able to be fulfilled.

4. Support the Government Central Recovery Fund

The Victorian Government has partnered with the Bendigo Bank and the Salvation Army to establish the Victorian Bushfire Appeal. 100% of donated funds go directly to communities in need. The Fund is to provide practical support as impacted Victorians rebuild their lives. An Advisory Panel, chaired by former Victorian Deputy Premier Pat McNamara, will consider and recommend where funds are distributed. The appeal provides a formal channel for the donation of money directly to affected families and communities, by working directly with local communities to inform and drive the distribution of funds. Funds raised will be used in a range of locally identified charitable areas to provide practical relief and recovery in the fire-affected areas. Being established by and run by the State provides a high level of credibility, objectivity and transparency in how the monies are ultimately allocated.

- 5. Support a large Aid Agency**
Council's support could be by way of a contribution to a large fund such as Red Cross; Salvation Army; St Vincents or to a wildlife charity such as WWF Australia; Wildlife Victoria; RSPCA or Zoos Victoria.
- 6. Making Staff available to support** emergency management and recovery processes.
Council currently has a member of our Communications staff on secondment to the Shire of Towong.
- 7. In Kind Support to Community Groups.** This could take the form of waiving of facility hire fees for legitimate bushfire fundraising efforts. Councillors could consider a period of say through to 30 June 2020 for this support to be provided.
- 8. Continue to Inform the Community** of State and Federal Government (including Agencies such as EPA, Victorian Emergency Services; CFA etc) messages through Council Social Media and other channels as appropriate.
- 9. Direct Fundraising from the Community.** For example: Mordialloc Festival Gold Coin entry "fee" could be donated to a Bushfire related beneficiary. Gold coin donations for entry to the Festival on 29 February and 1 March could be redirected to any Bushfire recovery response that Council wishes to make (rather than coming back to Council). This is estimated to be between \$25,000 and \$30,000 based on the last two years. Another opportunity is for Council to direct the wine sale proceed as a bushfire fundraiser at the Pop Up Bar running during February from the product that is being donated by Cellar Door as a joint fund raising initiative.
- 10. Work with St Kilda Football Club** to see if opportunities exist to work together in conjunction with the AFLW game(s) at Linton Street next month.

Conclusion

There have been many individuals and communities adversely affected by the recent bushfires in Victoria. The most successful approach in supporting affected individuals and communities to recover from the bushfire devastation is to enable them to identify their own priorities for recovery, for them to take responsibility to implement recovery activities, and to reflect their own decision making. This approach enhances social cohesion and will be well regarded by those communities.

While Kingston and our community are not directly impacted by the fires, a contribution to the bushfire response on behalf of the community would be appropriate.

Author/s: Paul Franklin, General Manager Corporate Services
Reviewed and Approved By: Paul Franklin, General Manager Corporate Services

Ordinary Meeting of Council

28 January 2020

Agenda Item No: 11.4

KINGSTON CHARITABLE FUND GRANT ASSESSMENT PANEL - COUNCIL APPOINTED COMMUNITY REPRESENTATIVES

Contact Officer: Kate Vella, Festivals, Events and Charitable Fund Officer

Purpose of Report

The purpose of this report is to recommend the appointment of two community representatives to the Kingston Charitable Fund Grant Assessment Panel for a two-year term.

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. Appoint Inge Remmits and Tim Owen to the Kingston Charitable Fund Grant Assessment Panel for a two-year term expiring on 30 November 2019; and
2. Thank Jill Page OAM and Katrina Francis for their contribution to the Charitable Fund Grants Assessment Panel over the last two years.

1. Executive Summary

The Kingston Charitable Fund Grants Assessment Panel assesses applications to the annual Charitable Fund Grants Program submitted by eligible charitable organisations. The Panel assesses all applications and makes recommendations to the Lord Mayor's Charitable Foundation Board for final approval.

The panel consists of the Mayor and a Councillor, the CEO, a representative of the Lord Mayors Charitable Foundation and two community members.

Following an expression of interest process five applications were received for the two community representative positions on the panel. All applicants were assessed against the selection criteria for suitability and four of the five applicants were interviewed. One applicant was a current panel member applying for a second term.

While all five applicants demonstrated excellent experience, and would be an asset to the panel, two applicants are being recommended for the positions as per Appendix 1 (confidential) as they have a good balance of corporate and community knowledge and experience, a passion to increase awareness of the Kingston Charitable Fund and synergy with existing panel members.

2. Background

Council approved the establishment of the Kingston Charitable Fund at the Ordinary Council Meeting on 15 June 2006. The Deed of Gift, which sets out the arrangements for the Kingston Charitable Fund as a sub-fund of the Lord Mayor's Charitable Fund, requires the formation of a Local Governments Grants Panel. The purpose of this Grants Panel is to make recommendations to the Lord Mayor's Charitable Fund on an annual basis on allocations of grants to local Kingston charities. The panel consists of the following members:

- The Mayor of the day – currently Cr Georgina Oxley appointed November 2019
- One elected Councillor – currently Cr Ron Brownlees appointed 2008
- Mauro Bolin (Delegate of The Chief Executive Officer)
- One representative appointed by the Lord Mayor's Charitable Foundation
- Two community representatives appointed by Council.

The two-year term for the two community representatives; Jill Page OAM and Katrina Francis expired on 30 November 2019. Following the expiry of these community panel appointments, an expression of interest for community members to join the panel was undertaken. The EOI period was open from 3 November – 22 November 2019 and advertised in KYC and via e-news to interested parties and Kingston Charitable Fund supporters. Promotion was also undertaken via the Kingston website and through social media.

Five applications were received for the two positions, four of the applicants were new to the Kingston Charitable Fund and one (Jill Page OAM) had served as a member of the Grant Assessment Panel previously.

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

The distribution of grants to Kingston community charities through the Kingston Charitable Fund supports a connected and involved community.

3.2 Consultation/Internal Review

Meetings were conducted with four candidates to the Charitable Fund Grant Assessment Panel by Morgan Henley, Festivals & Events Coordinator and Kate Vella, Festivals, Events & Charitable Fund Officer. At this meeting, the position was discussed in further detail and the availability of the candidates to meet the requirements of the Grant Assessment Panel was considered.

3.3 Operation and Strategic Issues

Applications received

Full details of the applicant's applications and appointment recommendations are provided in Appendix 1. The below is an overview of the recommended applicants:

Inge Remmits

After completing a bachelor's degree in social work, Inge has focused in the field of Community Mental Health. Currently employed with Tandem, Inge provides advocacy services to Mental Health Carers across Victoria. She is keen to expand her community involvement, and is seeking an opportunity to broaden her knowledge, be an active participant in strengthening Kingston's reputation as an organisation that recognises, values and promotes inclusion and equality, for the benefit of the community. Inge is a local resident and brings to the panel a wealth of experience in grant writing and a passion to support the Kingston community.

Tim Owen

As a resident of Kingston and qualified accountant, Tim is a current member of The Ballarat Foundation Allocations Committee in his hometown of Ballarat and has nine years of experience allocating grants. Tim also established a sub-fund of The Ballarat Foundation that awarded education grants to disadvantaged youth to assist with higher education costs.

Since moving to Kingston, he has been seeking a local opportunity that could utilise his 20+ years of experience and knowledge. In his current role as Business Development Manager for YMCA Victoria, he has well developed analytical skills and is interested in identifying the needs of the local community and being a panel member will provide the ability to give back to the Kingston community.

4. Conclusion

This report outlines the two community representative applications recommended for appointment to the Kingston Charitable Fund Grant Assessment Panel. Council is required to consider all applications; and select two community members to join the panel for a two-year term.

4.1 Environmental Implications

Not applicable

4.2 Social Implications

The Kingston Charitable Fund Grants Program recognises the contributions made to improving the quality of life in the municipality by local charitable organisations. The Grant Program is a demonstration of the organisation's commitment to supporting these organisations and the local community. The community representatives on the panel must reflect these values.


4.3 Resource Implications

Not applicable

4.4 Legal / Risk Implications

Not applicable

Appendices

Appendix 1 - Kingston Charitable Fund - Grant Panel Applicants responses to Key Selection Criteria (Ref 19/314392) 

Author/s: Kate Vella, Festivals, Events and Charitable Fund Officer
Reviewed and Approved By: Megan O'Halloran, Manager Communications and Community Relations
Paul Franklin, General Manager Corporate Services

11.4

KINGSTON CHARITABLE FUND GRANT ASSESSMENT PANEL - COUNCIL APPOINTED COMMUNITY REPRESENTATIVES

1	Kingston Charitable Fund - Grant Panel Applicants responses to Key Selection Criteria	285
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Appendix 1 - Candidate Responses to Key Selection Criteria

Selection Criteria	Inge Remmits	Tim Owen	Jill Page OAM	Ian McKenzie
Eligibility	<ul style="list-style-type: none"> Resident of Kingston 	<ul style="list-style-type: none"> Resident of Kingston 	<ul style="list-style-type: none"> Resident of Kingston 	<ul style="list-style-type: none"> Resident of Kingston
Interest in the position	<ul style="list-style-type: none"> Experience in organisations and charities that rely on grants & know what it means to receive a grant Interested in learning the process from 'the other side' - allocating funds Keen to support the needs of the community 	<ul style="list-style-type: none"> Keen to identify and support the needs of the community Resides in Kingston and still on panels in hometown of Ballarat, but would like to be more involved with local community 	<ul style="list-style-type: none"> On panel for previous 2 years and would like to continue as now has a better understanding More confident in second year of term so feel could contribute more in 3rd and 4th years 	<ul style="list-style-type: none"> Recently retired and now has the time to committ and focus to giving back to the community Looking for something to be involved with to keep the brain active
Professional & personal skills	<ul style="list-style-type: none"> Knowledge of the grant writing process Very methodical and reflective Experience with report writing 	<ul style="list-style-type: none"> Good range of skills including strong analytical skills Has been an accountant for 20+ years 	<ul style="list-style-type: none"> Aware of council protocols and procedures Background is with charities and community groups 	<ul style="list-style-type: none"> Strong analytical skills Experience with evaluating material against law and can see synergy with assessment against criteria Established the LG health fund
Board, committee, review panel experience	<ul style="list-style-type: none"> No previous board experience, looking to gain this experience 	<ul style="list-style-type: none"> 9 years experience as member of allocations committee for Ballarat Foundation Set up a sub-fund of the foundation where disadvantaged youth were given an education grant to assist with higher education costs 	<ul style="list-style-type: none"> On panel for previous 2 years Over 25 years experience in grant writing commencing with City of Springvale Inaugural president of ACAC Member of the Order of Australia Association Committee 	<ul style="list-style-type: none"> School council member and president Compliance committee member in private sector Member of GMHBA executive team

Passion to increase awareness of fund including community & business networks	<ul style="list-style-type: none"> • Seeking opportunities to be an active participant in strengthening Kingston's reputation as an organisation that recognises, values and promotes inclusion and equality, for the benefit of the broader community 	<ul style="list-style-type: none"> • Would like more community involvement, missing this element since moving to Kingston in 2015 from Ballarat • Being on the panel would assist with establishing these community networks as happy to get involved and promote 	<ul style="list-style-type: none"> • Good networker and well connected in the community 	<ul style="list-style-type: none"> • Member of the Yacht Club • Contacts in the health fund sector particularly at GMHBA
Philanthropic/charity experience including grant writing experience	<ul style="list-style-type: none"> • Held many roles with not-for-profits and within the community health sector, particularly mental health • Has written many grant applications and will be able to advise on the process, criteria and will identify real needs of community 	<ul style="list-style-type: none"> • No grant writing experience but written tenders and business cases in professional roles 	<ul style="list-style-type: none"> • OAM for volunteering • Patron of the Arts • Donates time and skills 	<ul style="list-style-type: none"> • No grant writing experience but report writing skills in the corporate sector • Makes regular contributions to charities

Ordinary Meeting of Council

28 January 2020

Agenda Item No: 11.5

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 grant applications:

- Chelsea and District Basketball Association - \$1000.00
- Melbourne Schole Community - \$500.00
- Ashley Howard - \$350.00
- Chelsea Kindergarten - \$1000.00

That Council not approve the following grant application:

- Christine Yeghyaian

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 an Ordinary Meeting of Council.

Any not-for-profit group, school or community organisation providing services within the City of Kingston may apply.

**City of Kingston
Ordinary Meeting of Council**

Agenda

28 January 2020

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

Name:	Chelsea and District Basketball Association	
Amount requested:	\$1500.00	
Description of Project/Event:	We need to replace safety pads at end of courts to provide protection from serious injury to athletes	
How the funds will be used:	Proper padding at end of courts	
Assessment Criteria:		
• 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		✓
Grants received in current or last financial year		
Nil		
Officer Comment:		
This application meets the assessment criteria and is recommended for approval for an amount of \$1000.00.		

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Name:	Melbourne Schole Community	
Amount requested:	\$1370.00	
Description of Project/Event:	The Melbourne Schole Community is a homeschool cooperative that will begin meeting at the ECHO Church located in Dingley Village. The Melbourne Schole Community desire to purchase science and art materials for the homeschooling students that will be attending the cooperative beginning in January of 2020.	
How the funds will be used:	1. Science classes - experiments in the areas of microscope studies, chemistry and dissection. Science classes will be focusing on famous scientist through the ages and their experiments. Students will work on experiments that have some connection with the great scientists' experiments when possible. 2. Art classes - The history of art explored by studying famous artists and their works of art. Students will be needing art supplies to replicate famous works of art created by artists studied in class.	
Assessment Criteria:	<ul style="list-style-type: none"> • 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 	<ul style="list-style-type: none"> ✓ ✓ ✓ ✓ ✓ ✓ ✓
Grants received in current or last financial year Nil		
Officer Comment: This application meets the assessment criteria and is recommended for approval for an amount of \$500.00.		

Name:	Ashley Howard	
Amount requested:	\$350.00	
Description of Project/Event:	My name is Ashley Howard and I have been conducting pencil and charcoal drawing classes for the past year at Patterson Lakes Retirement village for residents as a volunteer. Next year in 2020, I think the residents would love to try colours and pastels, so I am asking for a grant to buy pastel paper for all. I can provide the coloured pencils and soft pastels from my own sets, but the residents require their own paper so that they can keep the finished works.	
How the funds will be used:	The funds will be used to buy art materials for the students to use in their classes.	
Assessment Criteria:	<ul style="list-style-type: none"> • 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 	<ul style="list-style-type: none"> ✓ ✓ ✓ ✓ ✓ ✓ ✓
Grants received in current or last financial year Nil		
Officer Comment: This application meets the assessment criteria and is recommended for approval for an amount of \$350.00.		

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Name:	Chelsea Kindergarten	
Amount requested:	\$1500.00	
Description of Project/Event:	Ensuring our play equipment is safe for our children.	
How the funds will be used:	Paint has come off some of our climbing equipment, the funds will be used to either re-paint these items or purchase new ones. We have a couple of children with disabilities attending our kinder in 2020 and some of our equipment is not safe for them. The items that staff have identified are a built inground bridge that does not have any rails. We need to pay a contractor to install new rails.	
Assessment Criteria:		
<ul style="list-style-type: none"> • 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 		<ul style="list-style-type: none"> ✓ ✓ ✓ ✓ ✓ ✓ ✓
Grants received in current or last financial year		
September 2019 – Children’s Week Grant - \$1000.00		
December 2018 – Quick Response Grant - \$1000.00		
Officer Comment:		
This application meets the assessment criteria and is recommended for approval for an amount of \$1000.00 (subject to acquittal of previous grant).		

Name:	Christine Yeghyaian	
Amount requested:	\$1320.00	
Description of Project/Event:	Kingston Ceramics Studio licensee to undertake personal creative development during the artist in residency program in 2020.	
How the funds will be used:	Monthly licence fee requirements and to contribute to purchasing clay during the initial months.	
Assessment Criteria:		
<ul style="list-style-type: none"> • 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 		<ul style="list-style-type: none"> ✓ ✓ x ✓ ✓ ✓ x
Grants received in current or last financial year		
Nil		
Officer Comment:		
This application does not meet the assessment criteria and is not recommended for approval.		

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

Not applicable to this report.

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

Not applicable to this report.

Author/s: Gabby Pattenden, Governance Officer
Reviewed and Approved By: Kelly Shacklock, Acting Manager Governance
Paul Franklin, General Manager Corporate Services

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Agenda Item No: 11.6

AWARD OF CONTRACT 19/52 – CLOUD MIGRATION OF IT INFRASTRUCTURE

Contact Officer: Tony Ljaskevic, Manager Information Services and Strategy

Purpose of Report

The purpose of this report is to seek Council approval to award Contract 19/52 cloud migration of IT infrastructure project to the recommended tenderer from the tender submissions 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:

1. Award Contract 19/52 – Cloud migration of IT infrastructure as a lump sum contract with a schedule of rates contract to Thomas Duryea Logicalis Pty Ltd for an estimated value of \$2.495 million (exclusive of GST) for a term of up to 4 years (2+2).
2. Delegate the authority to the Chief Executive Officer to execute Contract 19/52.
3. Delegate the authority to the Chief Executive Officer to execute the option for extending Contract 19/52 for a further two (2) years beyond the initial term of two (2) years on the recommendation of the Manager Information Services and Strategy.

1. Executive Summary

Tenders have been sought for the migration of Council's IT infrastructure to a managed service arrangement (the cloud). Council's computer infrastructure (servers and associated equipment) require upgrading due to its age and that it no longer allows for best practices for security, backup and disaster recovery to be achieved.

Council officers have considered several upgrade options and the Information Communication and Technology Steering Committee which includes General Managers and the CEO endorsed a proposal to upgrade and move Council's IT infrastructure to a managed service (the cloud) to ensure Council's IT infrastructure met contemporary standards.

The managed service will result in Council's new IT infrastructure residing in a facility that is constructed to best practice standards. The proposed facilities are located in Port Melbourne with a secondary site in Mitcham.

In addition to the new equipment and location, the ongoing management and support of the infrastructure will be delivered by a managed service provider, Thomas Duryea Logicalis Pty Ltd (TDL). This solution is referred to as Infrastructure as a Service (IaaS).

An IaaS solution will allow Council to:

- Improve IT infrastructure resilience and reduce the risk of IT system outages.
- Strengthen IT security by leveraging the higher accreditations available through commercial providers.
- Improve the speed and performance of applications and internet access.
- By outsourcing the management of hardware infrastructure, Council staff will be able to focus on delivering improved customer service and project improvement initiatives.
- Remove the Cheltenham and Mentone office as possible points of failure. That is, Council staff will be able to access Corporate systems from any location where there is an internet connection.

TDL specialise in offering IT and managed services to the State and Local Government sectors. TDL have most of their staff and operations based in Melbourne and their managed services are certified to meet best practice information security standards (ISO27001). TDL currently provide managed cloud services to several other Councils including Stonnington, Moreland, Casey, Whittlesea and Banyule.

This report is seeking Council approval to award Con 19/52 cloud migration of IT infrastructure to Thomas Duryea Logicalis Pty Ltd as a lump sum contract with a schedule of rates for a term of up to 4 years (2+2) at an estimated cost of \$2.5m.

2. Background

Council's current IT infrastructure was procured in 2014 and it is currently located in Cheltenham and Mentone. Whilst the current IT infrastructure is functional, it is due for renewal and replacement as its out of warranty and at greater of risk of failure due to its age.

Council's current facilities do not meet industry best practice standards; nor are Council's information security operations and staff formally accredited to meet international best practice standards.

The current ICT Strategy 2016-2020 also identified the benefits of cloud computing as a more effective way of managing IT infrastructure.

In January 2019, the Information Communication and Technology Steering Committee which includes General Managers and the CEO endorsed a proposal to upgrade and migrate Council's IT infrastructure to the cloud.

3. Discussion

3.1 Council Plan Alignment

Goal 5 - Our well-governed and responsive organisation

Direction 5.4 - A responsive and well managed organisation

Objective 5.4.3 - Ensure services are supported by robust and secure information technology.

Council's current IT infrastructure is outdated and no longer supports best practice delivery and management of computing technology. The current infrastructure is critical to the operations of Council and the many services delivered to the community.

There are two Council officers responsible and capable of managing and maintaining the current IT infrastructure. Council IT staff and facilities are not adequately resourced or sufficiently skilled to be able to meet the best practice standards now required for information security. The current best practice information security standard is ISO 27001 - Information Security Management System (ISMS).

Retaining the IT infrastructure in-house and adhering to the best practice information security standards, Council would require additional staff and an investment in physical controls. As there are many commercial providers that are already certified to the required standards, it is more efficient to outsource these services.

Utilising managed service solution (or infrastructure as a service – IaaS) will allow:

- Improved security and protection – with IaaS, Council's IT infrastructure will now meet best practice security standards and Council will no longer have concerns about securing and protecting its data centre from fire or power outages.
- Increased reliability – since IaaS has no single point of failure, it increases reliability over the entire network. If one piece of hardware fails, other equipment will immediately take its place.
- Improve the speed and performance of applications and internet access for Council staff.
- Scalability – Council can easily scale up or down infrastructure as needed.
- Predictable operational cost – Costs will be spread equally over several years and Council will only pay for the services that it uses.

3.2 Consultation/Internal Review

Consultation has been undertaken with IT technical staff, who have all contributed towards the requirements of the new infrastructure.

In January 2019, the Information Communication and Technology Steering Committee which includes General Managers and the CEO endorsed a proposal to upgrade and migrate Council's IT infrastructure to the cloud.

Council has also engaged Pitcher Partners to review and confirm the commercial construct and terms and conditions of the proposed contracts and services to ensure Council is not disadvantaged or has unfavourable service levels.

3.3 Operation and Strategic Issues

3.3.1 Tender Evaluation

The public tender closed on Thursday 18 July 2019 and 13 compliant submissions with detailed proposals and costs schedules were received. These were:

<i>Compliant Tenders received (in alphabetical order)</i>
Centorino
Centorino HV
Macquarie Telecom Grp
Micron 21 (2 submissions)
Olikka
Perfekt

<i>Compliant Tenders received (in alphabetical order)</i>
Sliced Tech
Source Technology
Telstra
The Missing Link
Thomas Duryea Logicalis (2 submissions)

Four non-compliant submissions were received and these were not evaluated.

<i>Compliant Tendered Amounts (excluding networking costs) (excl GST) (in lowest to highest order)</i>
\$ 1,584,306
\$ 1,633,906
\$ 1,671,594
\$ 1,703,229
\$1,728,876
\$ 1,823,269
\$ 2,054,762
\$ 2,402,864
\$ 3,075,872
\$ 3,161,900
\$ 3,219,418
\$ 3,378,200
\$ 3,937,454

The Tender Evaluation Panel (TEP) comprised the following Officers:

- Tony Ljaskevic – Manager Information Services & Strategy
- Eric Bouwmeester – ICT Operations Team Leader
- Pat Close – IT Infrastructure Support Engineer
- Drasko Koncar Jnr – IT Infrastructure Support Engineer

The evaluation criteria used to evaluate tenders under Con 19/52 (listed in order of importance) are as follows:

- (i) Price
- (ii) Specifications
- (iii) Project Methodology
- (iv) Experience

The evaluation panel assessed the responses and scored each tender submission against the criteria above. Two tenderers were invited to present their offer and clarify their products and services. The two shortlisted tenderers were Micron21 and Thomas Duryea Logicalis.

Clarification questions were asked of the remaining short-listed tenderers and the following final assessed scores based on their submitted prices and qualitative attributes is as follows:

<i>Short-listed Tenderers</i>	
Name	Score
Thomas Duryea Logicalis (TDL)	86%
Micron21	79%

Council staff also conducted reference checks with Casey and Whittlesea Councils that utilise TDL managed cloud services.

Following the shortlist phase, TDL were required to complete a detailed design to validate their proposal, confirm assumptions and finalise total costs. This involved several detailed workshops between TDL and Council staff to agree on final design specifications and final costs. Costs associated with networking were not provided by any tenderers as this is subject to detailed design. Following the detailed design, TDL confirmed the networking costs. For example, the internet connection between Council and Port Melbourne.

TDL have produced several detailed design documents that will be used as the basis for the implementation services.

4. Conclusion

Based on the evaluation score and the completed detailed design, it is recommended that Council agree to award Contract 19/52 – Cloud migration of IT infrastructure as a lump sum contract with a schedule of rates contract to Thomas Duryea Logicalis Pty Ltd.

4.1 Environmental Implications

By removing its IT infrastructure from Council premises, Council will use less electricity in the Cheltenham and Mentone offices.

The data centres that Council will be using are highly energy efficient. The Port Melbourne facility has sustainable free air-side cooling that reduces power consumption. It is also Australia's only data centre to offer a 5 star NABERS rating. NABERS (which stands for the National Australian Built Environment Rating System) can be used to measure a building's energy efficiency, carbon emissions, as well as the water consumed, the waste produced and compare it to similar buildings.

The Port Melbourne facility also has a 400kW solar rooftop array. In FY17/18 it was responsible for 481 MW/h in renewable energy. Offsetting 452.24 tonnes of CO₂, equivalent to the carbon generated by 96 cars annually.

4.2 Social Implications

There are no significant social implications that require noting.

4.3 Resource Implications

The current approved capital budget for Con 19/52 is \$1,040,000 for the 19/20 FY. The estimated expenditure in the 19/20 FY is \$750k. \$340k of the capital budget will be forecast as a saving in the 19/20 FY.

The total contract value (including network costs) is \$2.495 million over four years. This is detailed in the table below.

Ongoing costs for the contract will be included in the Information Services and Strategy Department operating budget from FY 20/21. The ongoing costs will be \$517k per annum.

There will be no permanent change to IT staffing levels as a result of this project. It is proposed that two additional temporary IT staff are recruited for six months as back-fill whilst existing staff members are working on delivering this project.

It is estimated the implementation of the project will commence in February 2020 and be delivered in July 2020.

Contract Costs

Item	Yr1	Yr2	Yr3	Yr4	Total
laaS	\$407,423	\$407,423	\$407,423	\$407,423	\$1,629,693
Upfront hardware	\$242,014				\$242,014
Network	\$109,678	\$109,678	\$109,678	\$109,678	\$438,712
Implementation Services	\$184,668				\$184,668
Total	\$943,783	\$517,101	\$517,101	\$517,101	\$2,495,087

Cost Reductions

As a result of moving to an laaS solution, Council will cease several services associated with maintaining the current (old) hardware, software and network. The estimated reduction to the operating budget will be \$1.138 million over four years. These reductions will take effect after the successful implementation of the laaS project and when their contracts end.

Item	Yr1	Yr2	Yr3	Yr4	Total
Hardware and Software maintenance	\$125,103	\$125,103	\$125,103	\$125,103	\$500,415
Network Costs	\$159,456	\$159,456	\$159,456	\$159,456	\$637,824
Total	\$284,559	\$284,559	\$284,559	\$284,559	\$1,138,239

4.4 Legal / Risk Implications

Council has engaged Pitcher Partners to review and confirm the commercial construct and terms and conditions of the proposed contracts and services to ensure Council is not disadvantaged or has unfavourable service levels.

Outsourcing the management of Council's IT infrastructure to service providers that specialise in such services and who are already certified to best practice industry standards will reduce Council's risk of IT outages and improve the security and protection of Council's information.

Appendices

Appendix 1 - Master Evaluation Scores CON-19/52 (Ref 19/167937) - Confidential

Author/s: Tony Ljaskevic, Manager Information Services and Strategy
Reviewed and Approved By: Paul Franklin, General Manager Corporate Services

12. Notices of Motion

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Agenda Item No: 12.1

NOTICE OF MOTION NO. 1/2020 - CR STAIKOS - RELOCATION OF THE ALEX FRASER CONCRETE CRUSHER FACILITY

I move that the City of Kingston Council writes to the Minister for the Environment Ms Lily D'Ambrosio that:

1. Council would like to remind the State Government that the City of Kingston has followed the advice of successive Labor and Liberal Planning Ministers since 2008, and implemented the Kingston Green Wedge Management Plan, and consequently adopted Planning Scheme Amendment C143. The express purpose has been to phase out landfills, tips, waste related facilities, including recycling facilities to restore our Green Wedge to compliant uses.
2. Council calls on the State Government to make funding and support available to assist Alex Fraser find and relocate to a new appropriate industrially zoned site in south east Melbourne by December 2023 when their current permit expires to ensure continuity of business operations.
3. That the State Government implement comprehensive state-wide recycling and resource recovery policies and strategies to diversify and strengthen the recycling industry, including a container deposit scheme.
4. That we request the Minister convenes a working group consisting of DELWP, Invest Victoria, Environment Victoria, MWRRG, MAV, the City of Kingston and Alex Fraser to assist in the process of relocation.

Cr Steve Staikos

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Agenda Item No: 12.2

NOTICE OF MOTION NO. 2/2020 - CR WEST - DECLARING A CLIMATE AND ECOLOGICAL EMERGENCY

I move that Kingston City Council:

1. Notes that the Municipal Association of Victoria (MAV) Council (May 2019) and the Australian Local Government Association (ALGA) National General Assembly (June 2019), and fellow SECCCA Councils Port Phillip, Bayside, Mornington Peninsula, Cardinia and Bass Coast, as well as neighbouring Frankston have resolved to declare a climate emergency;
2. Notes that 85 local councils across Australia representing 29% of the Australian population have declared climate emergencies; and
3. Acknowledges the positive work already undertaken by Kingston Council through the Climate Change Strategy 2018-2025, our membership of SECCCA, our Sustainable Design Assessment in the Planning Process (SDAPP) program, etc
4. Acknowledges that current levels of global warming, and future warming already committed constitute a climate emergency, requiring an emergency response by all levels of government, including local government.
5. Resolves to declare a Climate and Ecological Emergency in line with the overwhelming consensus of climate science, which indicates rising global temperatures are putting our local economy, people, species, and ecosystems at risk, as evidenced by the recent bushfires.
6. Undertakes to work with our diverse multicultural communities to raise awareness of climate change, and undertakes to support community action to mitigate greenhouse gas emissions and build environmental resilience.
7. Investigates the financial viability of divestment within council financing, with the aim of moving away from financial institutions, which fund the fossil fuel industry.
8. Ensures there is a Net Gain of trees and of native vegetation in Kingston by ensuring that every tree that is removed is replaced by at least three trees, that other native vegetation that is removed is replaced twofold as close as possible to where it has been removed from, with the costs borne by whatever developer or infrastructure authority has required the removal.
9. Funds a climate change action plan in the 2020-2021 budget cycle, with a focus on giving priority to policy and actions that will provide for both mitigation and adaptation in response to accelerating global warming and climate change, and that this is emphasised as a key priority in the next Council Plan.
10. Kingston City Council calls upon State and Federal governments to:
 - a. Declare a climate and ecological emergency.
 - b. Back this up with programs to drive emergency action to reduce greenhouse gases and meet the lower target of the Paris Agreement to keep global warming below 1.5 degrees.

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11. Work to establish a National Climate Response Plan that involves the three levels of government to mitigate climate-caused risks based on climate science evidence.
12. That officers provide a report including recommendations regarding how best these objectives can be met no later than February, including costings, and that in the meantime, work these objectives proceeds to the value of \$25,000.

Cr Rosemary West

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Agenda Item No: 12.3

NOTICE OF MOTION NO. 3/2020 - CR WEST - REVIEW OF SIGNIFICANT TREE REGISTER

I move that Kingston City Council:

1. proceeds to review Kingston's Significant Tree Register,
2. ensures that in future, significant trees that are removed from the register must be replaced by one or more new trees, of similar species and if possible, age or significance, on the register,
3. invites members of the community to nominate trees they consider worthy of inclusion on the register, and that officers provide assessment reports on these trees to those who nominate them.
4. and that officers provide a report on the current register, including the species, number and a brief description of the trees currently on the register and for those that have been lost since the current register was adopted about a decade ago. The report to include the reasons why trees have been lost from the register, and recommendations about how best to proceed with the review.

Cr Rosemary West

14. Confidential Items

14 Confidential Items

The following items were deemed by the Chief Executive Officer to be suitable for consideration in closed session in accordance with section 89 (2) of the Local Government Act 1989. In accordance with that Act, Council may resolve to consider these issues in open or closed session.

14.1 CEO Employment Matters Sub Committee Report

Agenda item 14.1 *CEO Employment Matters Sub Committee Report* is designated confidential as it relates to personnel matters (s89 2a)

14.2 Chelsea Level Crossing Removal

Agenda item 14.2 *Chelsea Level Crossing Removal* is designated confidential as it relates to any other matter which the Council or special committee considers would prejudice the Council or any person (s89 2h)

Confidential Appendices

8.5 Removal of Confidential Designation - Parking

Appendix 1, Confidential resolution is designated confidential as it relates to (s89 2h)

11.6 Award of Contract 19/52 – Cloud Migration of IT Infrastructure

Appendix 1, Master Evaluation Scores CON-19/52 is designated confidential as it relates to (s89 2d)

RECOMMENDATION

That in accordance with the provisions of section 89(2) of the *Local Government Act 1989*, the meeting be closed to members of the public for the consideration of the following confidential items:

14.1 CEO Employment Matters Sub Committee Report

This agenda item is confidential in accordance with the Local Government Act s89(2) as it relates to personnel matters (s89 2a)

14.2 Chelsea Level Crossing Removal

This agenda item is confidential in accordance with the Local Government Act s89(2) as it relates to any other matter which the Council or special committee considers would prejudice the Council or any person (s89 2h)

Confidential Appendices

8.5 Removal of Confidential Designation - Parking Appendix 1, Confidential resolution

This appendix is confidential in accordance with the Local Government Act s89(2) as it relates to (s89 2h)

11.6 Award of Contract 19/52 – Cloud Migration of IT Infrastructure

Appendix 1, Master Evaluation Scores CON-19/52

This appendix is confidential in accordance with the Local Government Act s89(2) as it relates to (s89 2d)