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 Monday, 28 August 2017.

1. Apologies

2. Confirmation of Minutes of Previous Meetings
   Minutes of Ordinary Council Meeting 24 July 2017

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
   Nil

5. Presentation of Awards
   Nil

6. Reports from Delegates Appointed by Council to Various Organisations

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   9.2 CON 17/62 - Cliff Sambell Pavilion Upgrade, Gerry Green Reserve, Parkdale - Award of Contract
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   10.5 Tender Evaluation for Dales Park Netball Courts
      Appendix 2 Tender Evaluation Matrix for Dales Park, Oakleigh South - Netball Court Construction
   11.2 Quick Response Grants
      Appendix 1 Quick Response Grants – Applicants’ debtor status - August 2017
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.
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

131 450
TIS National

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 August 2017

Agenda Item No: 8.1

RELEASE OF THE STATE GOVERNMENT'S PLANNING FOR GOLF IN VICTORIA - DISCUSSION PAPER

Contact Officer: Rita Astill, Team Leader Strategic & Environmental Planning

Purpose of Report

On 23 June 2017 the State Government released the Planning for Golf in Victoria Discussion Paper. This report seeks Council endorsement of a submission prepared by Council officers proposed to be lodged with the Minister for Planning.

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 submit the letter at Appendix 1 as Council's submission in relation the Planning for Golf in Victoria Discussion Paper.

1. Background


The Discussion Paper was developed by the Department of Environment, Land, Water and Planning together with the Department of Health and Human Services and Golf Victoria. The Discussion Paper summarises five challenges facing golf in Victoria:

- Participation
- Membership
- Supply and demand
- Land use
- Governance

The State Government, through the Department of Environment, Land, Water and Planning, is seeking public feedback on the discussion paper by Monday, 14 August 2017 however Council has received an extension to allow the consideration of this report and officer submission at its August Ordinary Council Meeting.

The Planning for Golf in Victoria Task Force will consider submissions to the discussion paper and provide a subsequent report summarizing findings from the engagement process. This report is expected to be released by the end of the year. A further report providing recommendations will be provided including a Planning Decision Framework in the New Year.
2. Discussion

Officers have prepared a submission (Appendix 1) to the Discussion Paper. The submission highlights the fact that the central issue for Council arising from the Discussion Paper is the approach taken to future development of golf course land for other ‘non-golf’ purposes. The submission recognises the ideas and objectives proposed in the Land Use Challenge section of the Discussion Paper and in particular the development of a Planning Framework for Golf Course Land.

The submission provides detailed feedback in relation to the proposed objectives, principles and priorities to be considered by the taskforce as it prepares the proposed Planning Framework for Golf Course Land:

- **Net Community Benefit:** The submission supports the proposed use of ‘net community benefit’ as the primary objective underpinning the consideration of any golf course redevelopment proposal, provided it does not negatively impact on the primary objective of open space delivery.

- **Open Space:** The submission highlights the unique opportunity to strategically plan to address the emerging shortfall in open space infrastructure across Melbourne on the basis that any loss of golf course land was to occur.

- **Housing Affordability and Diversity:** The submission recommends that the proposed Planning Framework provide clearer direction around the manner in which broader public policy objectives can be integrated without negatively impacting the provision of open space.

- **Environmental Sustainability:** The submission highlights the extent to which golf courses are home to large tracts of remnant, indigenous and planted vegetation, native flora and fauna, waterways and habitat for endangered species and the need to ensure the preservation of these areas within public open space. The submission also highlights the emerging opportunity for precinct scale renewable energy solutions as a means in which a broader net community benefit could be derived.

- **Cemetery Provision:** The submission notes that contemporary models for cemeteries are generally set within a strong landscaped setting and provide for broader public access. Again, this landscaped setting potentially provides opportunities for the preservation of significant vegetation and improved landscape amenity.

- **Land Outside the Urban Growth Boundary:** The submission supports the position taken in the Discussion Paper that the rezoning of land outside the Urban Growth Boundary should not be supported and would be contrary to policy direction contained within Plan Melbourne.

- **Golf Strategic Investment:** The submission Councils interest in further dialogue with State Government in relation investment in golf related infrastructure within Kingston. In this regard previous correspondence between Council and State Government on this issue is proposed to be included as an appendix to the submission (refer Appendix 2 and 3).
3. **Conclusion**

Officers have prepared a submission (Appendix 1) to the planning for Golf in Victoria Discussion Paper. The submission highlights the fact that the central issue for Council arising from the Discussion Paper is the approach taken to future development of golf course land for other ‘non-golf’ purposes. The submission recognises the ideas and objectives proposed in the Discussion Paper and in particular the development of a Planning Framework for Golf Course Land.

This report seeks Council endorsement of a submission prepared by Council officers proposed to be lodged with the Minister for Planning.

**Appendices**

Appendix 1 - Submission to Planning for Golf in Victoria Discussion Paper 2017 (2) (Trim No 17/126269) ↓
Appendix 2 - Letter to Richard Wynne MP (Trim No 17/126105) ↓
Appendix 3 - Letter to John Eren MP (Trim No 17/126103) ↓
Appendix 4 - Golf in Victoria Discussion Paper - DELWP (Trim No 17/126122) ↓
Appendix 5 - City of Kingston - Golf Course Policy (Trim No 17/134678) ↓

**Author/s:** Rita Astill, Team Leader Strategic & Environmental Planning

**Reviewed and Approved By:** Paul Marsden, Manager City Strategy
Jonathan Guttmann, General Manager Planning and Development
8.1

RELEASE OF THE STATE GOVERNMENT'S PLANNING FOR GOLF IN VICTORIA - DISCUSSION PAPER

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4 Golf in Victoria Discussion Paper - DELWP ........................................ 21
5 City of Kingston - Golf Course Policy ..................................................... 65
Planning for Golf Task Force
Attn: Benjamin Bainbridge
Planning Implementation
Department of Environment, Land Water and Planning
PO Box 500
Melbourne VIC 8002

By Email: benjamin.bainbridge@delwp.vic.gov.au

Dear Ben

Re: Planning for Golf in Victoria - Discussion Paper

Thank you for the opportunity to make a submission to the Planning for Golf in Victoria – Discussion Paper (the Discussion Paper).

In summary, Council is supportive of the proposed development of a state-wide golf facilities plan and an established land use planning position on private golf courses. This follows deliberations by our Council and the formulation of a Golf Course Policy in May 2015.

Council’s adopted Golf Course Policy (2015) acknowledges the recreation opportunities, landscape values and environmental benefits that golf courses provide. The Policy seeks to ensure that where clubs are genuinely unable to be economically viable, and should the landowner wish to cease golf operations on the site, that the land is used for public or private open space purposes that allow the land to retain its green and open vistas.

Subsequent letters sent to the Ministers for Sport and Planning have reinforced the importance of a State Government land use policy position on private golf courses (which I have attached for your reference). You will note that these letters reinforce the importance of this issue to our Council and the interest the Council holds in continuing to work with the State Government on initiatives involving golf.

From the outset, I wish to reinforce that the only formal proposal before the Council for its consideration, that would seek a departure from the use of land for golf in Kingston, is that involving the Kingswood Peninsula Golf Club site at Dingley Village. It is important that I reinforce that this Amendment request has only recently been submitted and therefore Council believes the Planning for Golf in Victoria – Discussion Paper and outcomes that come from it are of direct relevance to this Amendment request mindful that Council understand the site at Kingswood has been sold. This clarification is important given the manner in which the Kingswood golf course if referenced on Page 24 of the discussion paper.

The central issue for Council arising from the Discussion Paper is the approach taken to future development of golf course land for other ‘non golf’ purposes. In this regard, Council broadly supports the Discussion paper and in particular the overarching focus on the use of golf course land for active and passive recreation purposes and the development of a Planning Framework for Golf Course Land.

Kingston Context:
There are 11 golf courses within the City of Kingston. Council recognises that, although most of the courses are privately owned, the current use provides considerable amenity and recreational opportunities, landscape values and environmental benefits.

As mentioned at its Ordinary Meeting on 25 May 2015 Council resolved to adopt the City of Kingston Golf Course Policy. Council’s adopted Golf Course Policy reaffirms existing planning scheme policies which support and protect golf courses and seeks to protect the recreational, landscape and environmental benefits the courses provide to the community. A copy of this policy is attached for your reference.
A primary objective of this policy is to ensure that, where a club is economically unviable and should the landowner wish to cease golf operations on the site, that the land retains its primary function as open space. In this regard it is Council’s view that the recreational opportunities, landscape values and environmental benefits provided by golf courses is retained and enhanced regardless of whether the site is proposed to be used for non-golf purposes.

Kingston’s golf courses are generally contained within a Special Use Zone schedule with the primary purpose of the zone being ‘to provide for the use and development of land as a golf course and associated uses’. It is noted that Direction 4.2 of Plan Melbourne identifies the sand-belt golf courses as a significant part of the fabric that influences the international reputation of Melbourne.

Over recent years, through changes in participation, pressure has grown on some golf courses within Kingston to grow revenue streams. For some clubs, this has meant rezoning proposals to excise surplus land for housing and for other clubs it has included preliminary and actual merger discussions and sale. Anecdotally some clubs suggest that the reduction in income, coupled with the escalating costs of building and grounds maintenance and repairs means that, unless they increase their income, or decrease their costs, they may become uneconomically viable in the long term.

The Council wants existing golf clubs to remain economically viable where possible. In instances where clubs are genuinely unable to be economically viable and, should the landowner wish to cease golf operations on the site, the Council is keen that the land is used for public or private open space purposes that maximises net community benefit.

Responding to the ‘Land Use Challenge’:

The central issue for Council arising from the Discussion Paper is the approach taken to future development of golf course land for other ‘non golf’ purposes. In this regard, Council recognises the ideas and objectives proposed in the Land Use Challenge section of the Discussion paper and in particular the development of a Planning Framework for Golf Course Land which seeks to facilitate:

- Design and maintain environmentally responsible and sustainable golf courses that enhance the open space, environmental and landscape

It is Council’s view that where a club is economically unviable and should the landowner wish to cease golf operations on the site, that the land retains its primary function as open space.

Council provides the following feedback in relation the proposed objectives, principles and priorities to be considered by the taskforce as it prepares the proposed Planning Framework for Golf Course Land:

1. Innovation and Diversification

Council notes that the Discussion Paper is largely silent in relation the opportunities that exist within the golfing industry to diversify commercial offerings on site or utilize new or emerging technologies to address changing user profiles. The outcomes within the Paper are largely predicated upon the assumption that golf clubs will continue to close and ‘golf course uses’ will cease on site.

It is Council’s view that the taskforce and final Statewide Facilities Plan should also consider and address the manner in which the existing golfing industry can best adapt and change their operating models to thrive in the changing golf landscape. The emergence of new virtual reality technology and more targeted styles of play offer the opportunity to reconsider the traditional club operating structure and land use mix on site.

In this regard it is Council’s view that the issue needs to be considered as more than simply a ‘land use challenge’ and that opportunity exists to fundamentally reconsider the preferred and future best practice business model for golf courses.
Appendix 1


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2. Net Community Benefit

Council supports the use of ‘net community benefit’ as the primary objective underpinning the consideration of any golf course redevelopment proposal, particularly as it seeks to facilitate the transition of existing golf course land into areas of passive and active open space. Mindful of the overarching objective to deliver open space outcomes, it is suggested that further consideration be given to the extent to which other public policy objectives can be appropriately accommodated and/or integrated without negatively impacting on the primary objective of open space provision.

The open space, amenity and landscape value provided by existing golf courses is significant. The discussion paper has identified availability of large areas of golf course land across inner and middle Melbourne potentially presents an opportunity to respond to the unprecedented population growth occurring in the inner and middle suburbs of Melbourne and the increasing pressure this places on community infrastructure, active and passive open space, affordable housing and the environment.

It is considered critical that the unique opportunity to respond to these issues and deliver a ‘net community benefit’ is realized should redevelopment of golf course land be advanced. Council believes it is very necessary to recognize the fundamental objectives outlined in Section 4 of the Planning and Environment Act 1997 in further considering the concept of ‘net community benefit’ when considering golf course land in middle Melbourne when compared with ‘development formula’ that may be established in a precinct structure plan that is developed on the outer fringe of Melbourne.

It is noted that the term ‘net community benefit’ is undefined in the Victoria Planning Provisions and its interpretation and application could easily be challenged through a Planning Scheme Amendment process. In this regard, Council is supportive of the proposed inclusion of a definition of net community benefit (p30) and, specifically, clearer articulation of the intent behind the following objectives:

- Open space that us substantially greater to that which has been lost and provides open access to public benefit.
- The value of open space contribution for the golf course land lost is directed to improve or develop regional and local sport and open space as per regional or municipal open space strategies.
- A substantially higher public open space provision in new housing development on golf course land due to its proximity and landscape amenity value to existing residential and environs
- New golf course development support other / alternative state, regional or local public policy objectives. For example social housing, crisis accommodation, libraries, education precincts, health or legal services

3. Open Space

Council notes the commentary at page 25 of the Discussion Paper around the Victorian Government’s research which shows that unprecedented population growth in the inner and middle suburbs of Melbourne is ‘...placing increasing pressure on our sports grounds, indoor and outdoor sports courts and aquatic facilities and leisure centres.’

Council believes that on the basis that any loss of golf course land were to occur within the City of Kingston, given its proximity to highly constrained inner and middle ring municipalities, a unique opportunity exists to strategically plan to address the emerging shortfall in open space infrastructure across metropolitan Melbourne and respond to increasing demand associated with female participation in a range of sports.

In this regard, Council acknowledges the significant work already undertaken by the Victorian Planning Authority in the development of the Metropolitan Open Space Portal and its value in providing a consolidated data set to identify areas of open space shortfalls across the city. Clearly Council wishes to reinforce that the VPA’s work clearly highlights the golf courses in Kingston as organised recreation assets.
DRAFT

It is Council’s view that the recent work of the VPA in providing an audit of open space across metropolitan Melbourne, coupled with the planned future development of a Metropolitan Open Space Strategy, should inform the open space outcomes to be sought through the proposed Planning Framework for Golf Course Land. Further Council believes it would be very helpful to wherever possible quantify a minimum area contribution that should be allocated to unencumbered open space on the basis a rezoning of a Golf Course were to be entertained. This is a critical component in the formulation of sound ‘public policy’ as it sends a critical signal to the market around how such land should be priced on the basis it were the decision of a golf clubs membership to offer a site for sale.

4. Housing affordability and diversity

Beyond the clarity provided through the implementation actions of Plan Melbourne, Council notes the State Governments release of Homes for Victorians in March 2017 and its focus on:

- Developing new planning tools to increase the supply of affordable housing,
- Supporting inclusionary housing in major developments to increase the supply of social and affordable housing,
- Building more social housing and redeveloping ageing supply,
- Facilitating the delivery of 6,000 social housing dwellings including new builds and subsidised rentals.

Further, Council recognises the recommendations to Government by Infrastructure Victoria and the role it feels affordable housing needs to play in the future structure of the City.

Mindful of the clear direction contained within the State Government’s Homes for Victorians report and work of Infrastructure Victoria it is felt that greater clarity can be provided to inform the need to provide for social and affordable housing.

It is also suggested that further consideration be given to the extent to which other public policy objectives (social housing, education precincts etc) can be appropriately accommodated and/or integrated without compromising the primary objective of delivering passive and active open space.

5. Environmental Sustainability

Council notes the extent to which golf courses across Kingston and metropolitan Melbourne are home to large tracts of remnant, indigenous and planted vegetation, native flora and fauna, waterways and habitat for endangered plant and animal species.

Any requirement to provide a ‘substantially higher public open space provision’ and ‘open space substantially greater to that which has been lost’ would appear to have a strong nexus with the retention of significant flora and fauna on site. In this regard it is considered important that the Planning Framework clearly articulates the role that open space areas play in preserving significant vegetation and habitat corridors. The provision of clear objectives which seek to align the principles of open space provision and vegetation retention would assist Council in ensuring that the identification of open space areas is not simply an afterthought of the planning process.

Once again building upon one of the significant changes in the refresh of Plan Melbourne, Council notes the increased profile provided to renewable energy targets and innovation in relation to investment. Council considers the opportunity presented by golf courses to provide precinct scale renewable energy solutions within established areas of Melbourne may warrant consideration as a means in which a broader net community benefit could be derived and/or an income stream could be generated to sustain the operating costs of a potentially smaller scaled golf course. Council has recently initiated a feasibility study into solar renewable energy generation on former landfill sites in the Kingston Green Wedge. It is considered that the open space areas provided by golf course land across metropolitan Melbourne presents a similar opportunity to explore innovative models for renewable energy generation on the basis that they are:
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- Often located near critical infrastructure including electric transmission lines and roads.
- Often located within existing residential areas with high energy demand and a large population base.
- Constructed with large areas of minimal grade land (0 to 2 percent) needed for optimal siting of solar PV structures.

Council would welcome the opportunity to share the findings of the current Green Wedge Solar Feasibility Study with the taskforce once completed but in the interim recommends further consideration be given to this opportunity.

6. Cemetery Provision
Mindful the Golf Discussion Paper has been developed as a partnership between the Department of Health and Human Services and Department of Environment, Land, Water and Planning it is clear that Plan Melbourne under Action 78 identifies a short term objectives of the two Departments is to work with cemetery trusts to identity and secure locations for cemeteries and crematoria. Council is mindful that contemporary models for cemeteries are generally set within a strong landscaped setting and provide for broader public access that has the potential to deliver broader community benefit.

7. Land Outside the Urban Growth Boundary
The Discussion Paper (p26) highlights the fact that rezoning land outside the Urban Growth Boundary involves an authorisation process requiring approval by the Minister for Planning and ratification of both Houses of Parliament in accordance with the Planning and Environment Act 1987.

Council does not support any process or policy which would seek to facilitate the rezoning or redevelopment of golf course land outside the Urban Growth Boundary. In this regard Council notes the Victorian Government's commitment to maintaining the UGB which is reflected in Plan Melbourne 2017.

8. Golf strategic investment
Mindful of the concentration of Golf Courses within and immediately proximate to Kingston as per the attached correspondence the Council would be supportive of discussions with the State Government on investment in golf related infrastructure into Kingston.

Such infrastructure could involve the 'Golf Academy of Excellence' and/or the potential consideration of the benefits of introducing Top Golf into Victoria. Council has through a range of recent initiatives including its work with the State Government and St.Kilda Football Club at Moorabbin Reserve, the Hawthorn Football Club in Dingley Village and its recent significant pavilion and life-saving club development program shown high capability to deliver strategically significant sporting based infrastructure projects. Its position within the Melbourne Sandbelt also make it a strategically recognisable region for Golf based Investments.

Should you have any queries in relation the above please contact Paul Marsden, Manager City Strategy on 9581 4789 or email paul.marshden@kingston.vic.gov.au.

Yours sincerely

Cr David Eden
MAYOR
24 June 2015

The Hon Richard Wynne MP
Minister for Planning
Level 20
1 Spring Street
MELBOURNE VIC 3000

Dear Minister

Re: State Government Golf Course Policy

I am writing to request advice on whether the State Government has an established land use planning policy position on private golf courses.

This request stems from a resolution of Council at its Ordinary Council Meeting on 25 May 2015 to adopt the City of Kingston Golf Course Policy. Council’s adopted Golf Course Policy reaffirms existing planning scheme policies which support and protect golf courses and reinforces the recreational, landscape and environmental benefits the courses provide to the community. This policy is attached for your reference.

There are 11 golf courses within the City of Kingston and the courses are generally contained within a Special Use Zone schedule with the primary purpose of the zone being ‘to provide for the use and development of land as a golf course and associated uses’. In some instances golf courses within the City of Kingston are located outside the Urban Growth Boundary. Through Direction 4.6 of Plan Melbourne the sand-bell golf courses are identified as a significant part of the fabric that influences the international reputation of Melbourne.

Over the past decade there has been a reported decline in the number of people playing golf. Anecdotally this decrease has impacted on the operating sustainability of some clubs which has led to discussions within clubs about land sales and/or mergers. In response to these emerging trends Council is seeking to develop an appreciation of the State Government’s policy position in relation to private golf courses.

At a local level, Council has also resolved to undertake further consultation with golf clubs to better understand any challenges they may face. Council will be convening a forum later this year called “The Business of Golf in the 21st Century” to bring clubs and experts together to discuss ideas and opportunities on viable business models for golf clubs.

Your response, including details of any established strategic land use planning policy position of the State Government in relation to private golf courses, would be much appreciated. Following the Council resolution, I have also written to your colleague the Minister for Sport and have attached a copy of this letter.

If you require further information or your office would like to discuss this matter further, please contact John Nevins, Chief Executive Officer on 9681 4706.

Yours sincerely,

Cr Geoff Gledhill

cc: The Hon. John Eren MP – Minister for Sport

Attached

Community inspired leadership
24 June 2015

The Hon John Eren MP
Minister for Sport
Level 36
121 Exhibition Street
MELBOURNE VIC 3000

Dear Minister

Re: Golf Investment in Kingston

I am writing to explore with you a range of matters relating to your Government’s policy position in relation to private golf courses and the opportunities to work with the Government on future investment in the golfing industry within our municipality.

This request stems from a resolution of Council at its Ordinary Council Meeting on 25 May 2015, to adopt the City of Kingston Golf Course Policy. Council’s Golf Course Policy reaffirms existing planning scheme policies which support and protect golf courses and reinforces the recreational, landscape and environmental benefits the courses provide to the community. This policy is attached for your perusal.

There are 11 golf courses within the City of Kingston and the courses are generally contained within a Special Use Zone schedule with the primary purpose of the zone being “to provide for the use and development of land as a golf course and associated areas”. The courses are recognised as key assets that contribute to the character of the municipality and Melbourne’s sand belt areas.

Over the past decade there has been a reported decline in the number of people playing golf. Anecdotally this has decreased revenue which has led to discussions within clubs about land sales and/or mergers. In response to these emerging trends, Council is seeking to work closely with the State Government to develop an appreciation of the State Government’s policy position in relation to private golf courses. It would be most helpful to obtain details of any work undertaken by the Government over recent years examining the role of golf as a leisure activity.

In addition to appreciating the policy position of the State Government, we believe that a range of additional opportunities exist to partner your Government in working proactively to enhance the reputation of Melbourne’s sand belt as a premier golf destination in Australia. The opportunities the Council has resolved to explore include:

1. The desire to work with the State Government and Golf Peak bodies on the Golf Academy of Excellence Project with a view towards encouraging facility establishment within Kingston as a means of reinforcing the importance of Melbourne’s sand belt courses.

2. Conducting a forum ‘The Business of Golf in the 21st Century’ to bring clubs and experts together to discuss ideas and opportunities on viable business models for golf clubs.

   We would welcome your Department’s assistance and participation in this forum.

3. Working with your Department and relevant agencies to develop a ‘golf tourism campaign’ to promote to both domestic and international markets the opportunities to promote the sand belt golf courses.
Following the Council resolution, I have also written to your colleague, the Minister for Planning, and have attached a copy of the letter I have forwarded to him to specifically explore land use planning policies associated with golf. Your response to the above matters would be much appreciated.

If you require further information or your office would like to discuss this matter further, please contact John Nevins, Chief Executive Officer on 9581 4768.

Yours sincerely,

Cr Geoff Gledhill
MAYOR

cc: The Hon. Richard Wynne MP - Minister for Planning

Attach
Acknowledgements
Planning for Golf in Victoria Task Force
Department of Environment, Land, Water and Planning
Department of Health and Human Services
Golf Victoria
Golf Australia

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Planning Victoria’s golf future

Background

Many golf clubs across Victoria are experiencing financial difficulties and some have merged, closed or relocated in recent years. Others are considering their long-term futures. There are others like the Sandbelt private golf courses in a strong financial position and healthy club memberships.

Golf courses are a major land use and important to Melbourne’s culture. They are recognised as part of what makes Melbourne a distinctive and liveable city in the metropolitan planning strategy, Plan Melbourne 2017-2050, which sets the Victorian Government’s priorities and goals to guide the city’s long-term growth.

A refreshed Plan Melbourne 2017-2050 was released in March 2017 following extensive public consultation. Plan Melbourne 2017-2050 includes an Implementation Plan with short, medium and long-term actions so that Melbourne maintains its productivity, sustainability and liveability as the population grows.

Action 67 of the Implementation Plan is:

**Golf state-wide facilities plan:** Work with the golf industry and local government to develop a strategic metropolitan-wide facilities plan that will meet the future needs of the sport, given the increasing pressures for some golf courses to be rezoned for residential use.

This Discussion Paper

This Discussion Paper is the first step in developing a state-wide golf facilities plan.

The Discussion Paper was developed by the Department of Environment, Water, Land and Planning (DELWP) together with the Department of Health and Human Services and Golf Victoria. It follows extensive research and consultation with the golf industry, and with guidance from the Planning for golf in Victoria Task Force.

See Appendix A for more details on the methodology for this Discussion Paper and for members of the Task Force.

This Discussion Paper is not a statement of the views of the Task Force nor any other parties. It identifies the challenges and opportunities for golf, sets out ideas and options to respond to them, and seeks opinions and suggestions from others.
Have your say

Community groups and golf clubs and organisations, local governments, businesses and interested individuals are encouraged to make submissions on this Discussion Paper. They can respond to all, some or just one of the questions it asks.

Submissions must be made in writing and can be submitted via the Engage Victoria webpage or posted to:

Planning for Golf in Victoria,
L14, 8 Nicholson Street,
East Melbourne, Victoria, 3002

Submissions are sought by 14 August 2017.

Next steps

The Planning for golf in Victoria Task Force will consider submissions to this Discussion Paper.

A subsequent Stage 2 Engagement Findings Report will be developed reporting on land use and development issues and opportunities relating to golf. It will propose strategic directions for the future work of the Task Force. The Engagement Findings Report will be delivered in September 2017.

Stage 3 is the preparation of a Recommendations Report by November 2017 and submitted to the Minister for Planning.

The Recommendation Report will identify ways to support the long-term growth and sustainability of golf in Victoria while maximising public value.
The changing golf landscape

Golf in Victoria
Golf is one of Victoria’s most popular organised sports with over 300,000 participants with a wide spread of age groups. It generates health and wellbeing benefits and supports regular and enduring social interactions across different age groups.

Golf also makes an important economic contribution to Victoria. A 2018 study commissioned by Golf Victoria found that golf contributes $883.6 million in economic and health benefits for the state each year. It generates $849.7 million in economic activity, supports 6,900 full-time jobs and generates $33.8 million of health contributions.

Victoria’s golf clubs generate $152 million through golf tourism each year, attracting domestic and international visitors. Melbourne’s famous sandbelt courses are highly regarded internationally, with four courses appearing on the list of the ‘World’s 100 Greatest Golf Courses’ compiled by Golf Digest Magazine. Regional Victoria and Metropolitan interface municipalities also offers quality golfing destinations, from the Mornington Peninsula and Bellarine Peninsula, to the new Yarra Valley and to Australia’s most visited golf destination, the Murray River region. As Australia’s events capital, Melbourne has also hosted world-class golf events including the Presidents Cup, The Australian Masters and the Women’s Australian Open.

Golf supports local businesses and jobs. It also provides opportunities to preserve green spaces and contribute to biodiversity values.

The changing landscape
Victoria’s golf courses have historically developed on opportunity rather than demand.

Melbourne’s first golf courses were carved from vacant paddocks and scrubland in the 1890s. Many new courses opened in the 1920s and again during the post World War II years. Land for these courses was mostly gifted by local councils and their construction was supported by community volunteers.

The Murray River golf destination was established in the 1970s and features various resorts based around distinctive golf courses. Most of these courses are located on the NSW border of the Murray River.

1 2018 Australian Golf Landscapes Research, Australian Golf Industry Council, 2018

Planning for golf in Victoria | Discussion paper
Since 2000 around over 10 new golf courses have been established as the centrepiece of high-end residential developments in Victoria.

This trend appears to be short lived. As an industry, golf clubs are currently experiencing a lengthy period of transition. Social golf participation remains popular but club memberships are declining and local clubs must manage multiple challenges. Casual players and tourism has become more important. These include changing leisure patterns, an ageing player demographic and increasing costs including higher rates, operating and infrastructure costs.

Many Victorian public and second tier private golf clubs are in financial difficulty. In 2012, Golf Victoria reported that almost half of metropolitan Melbourne clubs were experiencing financial stress\(^2\). A number have needed to merge and some have closed. Unless declining membership is addressed, this is likely to continue. Clubs are now seeking new ways to attract participants and to increase their long term sustainability.

Today’s golfer is increasingly a social player without a membership who prefers to participate in an unstructured way. They have budget constraints and limits on their time. Clubs must balance delivering the entitlements that club members pay for with the demands of social players. Low levels of innovation and the exclusive nature of many clubs in the past has exacerbated membership decline. Golf’s traditional slower-paced game and strict conservative dress codes and course rules are barriers for younger people to play golf or join a club.

**There are many opportunities for golf**

A 2015 national research report commissioned by the Australian Golf Industry Council\(^3\) found that 6.91 million Australians said they had never played golf but were interested to (see Figure 1). When compared with the 115 million people who actually played a round of golf in Australia that year, this represents substantial opportunity to grow participation in the sport.

The 2015 report also identified that club members and social players were attracted to golf for its fun and enjoyment, the opportunity to connect with the outdoors, and to socialise.

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\(^2\) 2012 Golf Victoria Governance and Structural Review, Golf Victoria

\(^3\) 2015 National Golf Industry Report
Land pressures

Residential developers have been attracted to golf clubs, which are often located in scenic, high-value areas. Many clubs experiencing financial difficulties have merged or closed, creating a surplus of land and golf facilities.

Several Melbourne golf courses have also merged or relocated to outside the Urban Growth Boundary into green wedge areas to create better courses and facilities. Green wedge areas are low-density non-urban areas which form a ring around the city and feature development controls to protect important biodiversity, agricultural and other values (see Figure 2).

The number of golf courses inside the Urban Growth Boundary in Melbourne’s south east exceeds demand. A number may be suited to repurposing for other sports, community facilities or open space serving active recreation. Some clubs are keen to be rezoned for residential development but constraints on the land, unsuitable location and other considerations may limit how much land is suitable for rezoning.

Some areas to the north and west of metropolitan Melbourne have fewer golf courses than may be justified by projected future population.

Some privately-owned golf courses outside the Urban Growth Boundary are campaigning for their land to be rezoned to allow greater development that enables them to build a sustainable club and business with innovative programs and commercial strategies like providing hospitality for conferencing and events.

This may not be a good planning outcome or be consistent with Plan Melbourne 2017-2030.

Open spaces such as golf courses add value to residential areas, particularly for properties that can take advantage of the green space and aesthetic appeal that courses offer.
Alternative land uses

Melbourne’s population is projected to almost double over the next few decades, from 4.5 million in 2015 to 7.9 million by 2051 (see Figure 3). Greater housing density has added pressure on community infrastructure and services. These include parks, trails and sports facilities, schools and child care centres, hospitals and aged care facilities, social housing and transport links.

Plan Melbourne 2017-2050 prioritises where this growth should occur. It identifies golf courses as being important to the open space network of communities and to biodiversity, environmental and heritage values. They contribute to the network of parks, bushland and waterways that act as the lungs to our city and public amenity value to a region.

Whilst construction of new golf courses in Melbourne’s green wedges on the urban fringe may have reduced the availability of high-quality agricultural land, it may also have regenerated green wedge land and strengthened biodiversity values. The use of fertilisers needs to be managed to minimise impacts on the ecosystems of nearby streams.

When considering the future of golf course land, an assessment of all land use values and alternative uses is important.
Figure 8: Victoria’s projected population growth. Source: Victoria in Future 2041

Some golf courses provide scenic views of Melbourne and Port Philip Bay.

Some golf courses in green wedge areas support significant wildlife populations.
How do we navigate these hazards?

**PARTICIPATION HAZARD**
- 300,000 Victorians play golf.
- Social golf is on the rise.
- New participation programs and golf business products aim to broaden the audience of golf.
- Golf contributes $869 million in social and economic contributions to Victoria.
- Social reasons are the main reason for participation.
- Golf participation is extended through people watching on television, however this sometimes doesn’t translate into playing.

**MEMBERSHIP HAZARD**
- 110,000 registered club members in Victoria.
- Club membership declined by 1.8% in Victoria.
- Only 3% of total club memberships are juniors and 20% females.
- Time and cost pressures are major barriers to being an active member.

**DEMAND & SUPPLY HAZARD**
- Victoria has the highest ratio of golf courses per capita in Australia.
- Locational misalignment between supply and demand.
- Most golf courses are the same. 70% of golf courses are 18 holes.
- Golf courses vary in quality but most considered in poor to fair condition and with club memberships of less than 100.

**GOVERNANCE HAZARD**
- Nearly half of golf clubs are experiencing financial stress.
- Societal issues are impacting attendance at events and recruitment of volunteers.
- Clubs are struggling to balance access to current members and providing social access.
- Attracting new participation groups, diversifying membership and becoming family friendly environments are key to future club success.

**LAND USE HAZARD**
- Metropolitan Melbourne is under constant pressure from urban development and competing land use demands.
- 280 ha of golf land has been sold to developers in recent years.
- Golf courses provide social, environmental and cultural heritage values. 139 golf courses located adjacent parks and 69 with waterways.
- 52 golf courses are within an area short of public open space.
- Government policy informs regional demand for sport and recreation facilities and land use objectives.


The current state of play

There is great potential to grow the number of golf participants in Victoria and the proportion who hold club memberships.

Of the 300,000 people who play at Victoria’s 374 golf courses each year, only about a third (110,000) are registered club members.

A 2015 Australian Golf Industry Council report identified potential to almost double the national golf market from 1.15 million to 2.1 million participants.

The report recommended making golf more accessible to a broader audience and attracting people currently participating socially into a club environment.

Population and demographic trends can support greater golf participation. Golf clubs can target specific population groups by tailoring programs that motivate people to ‘have a go’, and transfer this participation into memberships. For example, there is potential to encourage and grow the low proportion of young people who play golf (see Figure 4).

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Figure 4: Golf participation by age, Australia.

Source: ASC, Golf Australia Database, Golflink, ABS Cat. 8335.0
Industry research highlights that social reasons are the main driver for playing golf, so this should underpin new program development.

Peak golf sporting bodies (Golf Victoria and Golf Australia) and the golf industry have heavily researched participation and trends to inform current strategic plans for increasing participation and creating sustainable golf clubs.

In 2013, The Australian Sports Commission commissioned the CSIRO to research future sports trends, including the impact of megatrends – patterns of social, economic or environmental changes that influence sports participation⁵. The research found while golf participation rates per capita have declined in recent years, golf remains one of Australia’s top 10 sport and recreational activities.

The key megatrends profiling the types of participant identified in the Australian Sports Commission’s *The Future of Australian Sport* report that can support greater participation in golf included:

- A perfect fit – personalised sport for health and fitness
- More than a sport – achieving health, community and overseas aid objectives via sport
- Everybody’s game – sports that respond to demographic, generational and cultural change.

The 2015 *The Australian Golf Landscape Research report*⁶ established segments for existing and potential golf markets:

- Golf traditionalists (current) – Dedicated to the pure form of golf. Represent 40 per cent of the total playing group and 40 per cent of industry spending.
- Variety seekers (current) – Frequent golfers but like to experience other golf formats. Represents 20 per cent of the total playing group and 39 per cent of industry spend.
- Incidental and infrequent (current) – Represents 24 per cent of total playing group and 16 per cent of industry spending.
- Alternatives (current) – Prefer other forms like mini golf with little interest in the pure form of golf. Represents 11 per cent of total playing group and 5 per cent of industry spending.
- Get me started (potential) – Have a strong interest in golf but don’t know where to begin. Represents 69 per cent of the potential market.
- Health and fitness (potential) – Focus on general health and wellbeing activities. Represents 34 per cent of the potential market.

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⁵ *Future of Australian Sport: Megatrends shaping the sports sector over the coming decade, Australian Sports Commission, 2013*

⁶ *2015 Australian Golf Landscape Research, Australian Golf Industry Council, 2015*
New programs such as Golf Australia’s PlayGolf, My Golf and Swing Fit respond to these market trends and segments. Their targets include juniors and schools, females, people interested in health and fitness and beginners.

In addition, new golf business and products are being developed to respond to mega trends and segments. Examples include Big Hole Golf, which features bigger holes and simplified games for faster rounds and less puts, and Top Golf, which has the world’s largest golfing online community and provides golf facilities aimed at attracting all ages and abilities for fun and entertainment.

Major global trends shaping golf participation today are:

- Golf’s popularity in Asia is growing rapidly. There is a boom in children playing in China and India, and Asia is already recognised as the centre of the women’s professional game.
- Females represent much of the growth in golf participation. This is changing expectations of facilities for members and participants and platforms for golf as a family game.
- Golf apps are increasingly providing caddy advice, with software that help golfers make better choices.


A recent Golf Tourism in Australia Report found that golf generates significant travel in and out of Australia with 29 per cent of people travelling interstate and 12 per cent of people heading overseas to play. It is a popular lifestyle sport and harnessing this interest into Victorian golf courses (both public and private) will strengthen Melbourne’s status as the most liveable city.

Victoria’s golf regions are: Murray River, Mornington Peninsula, Melbourne Sandbelt, Bellarine Peninsula and the emerging Yarra Valley.

Golf Australia participation programs.
What do we want in the future?

Golf participation in Victoria will be broader, more flexible, accessible and engaging, driving sustainable golf participation growth.

How can we get there?

Idea 1 Train local clubs to deliver participation and inclusion programs

- Roll out a training program to skill local clubs in delivering programs that increase participation and make golf courses more inclusive to everyone.
- Set a target of 100 per cent increase in the number of participants in Golf Victoria’s MyGolf, SwingFit and PlayGolf programs across rural, regional Victoria and metropolitan Melbourne by 2020.

Idea 2 Partner new initiatives and embrace new technology in local golf courses

- Develop a Big Hole Golf and Par 3 competition and new venues to play across Victoria.
- Promote the use of on-course technology and encourage interactivity with venue and online forums.

Idea 3 Support new golf business on golf course land

- Attract TopGolf and similar golf business ventures aimed at attracting new participation to Melbourne and regional centres.

Do you agree or disagree with the ideas?
How can we attract golf participation for all?

New golf businesses and products.
Membership challenge

The current state of play

A key to a golf club's future success will be to offer broader and more flexible, accessible, diverse and engaging family environments and participation opportunities.

Total golf club memberships in Victoria declined 1.3 per cent in Victoria from 2013 to 2014. Figure 5 shows membership changes in different regions.

Of Victoria’s 374 golf courses, 188 clubs in 2013-14 were operating with less than 200 members and 145 had less than 100 members. Only 21 clubs had more than 1,000 members and they make up 25 per cent of Victoria’s total members. The median membership in Victoria today is 117.

Figure 5: Percentage change in golf membership across Victoria (Source: 2014 National Golf Participation report, Golf Australia)

This declining trend is of great concern for a club’s sustainability as membership funds are their main revenue source, and operational and maintenance costs of golf courses are increasing. Council rates are also increasing as land prices escalate.

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7 2014 National Golf Participation report, Golf Australia
How do we reverse this trend?

Golf clubs are well positioned to grow participation and memberships. The golf age profiles the Victorian population and demographic trends of an ageing population. The 2015 The Australian Golf Landscape Research report states that 21 million people picked up a golf club or said they were interested in playing. Golf clubs must do better to attract the social club and non-traditional members.

In Victoria, only 2.5 per cent of total club members are junior-aged players (under 18 years). Only 20 per cent are females. Attracting more junior and women players to golf will be key to strengthening future participation in golf.

Why are they not joining a golf club?

According to a 2015 report in The Economist, there are three main reasons for declining golf club membership in America, which can be applied to Australia:

- Time – players can no longer afford to set aside 4 hours to play a full round of 18 holes and the game is not ‘compatible’ with modern family obligations.
- Cost – membership fees are no longer affordable to most people, particularly low to middle income earners who face additional pressures of increasing costs of housing, education, technology and transport.
- Difficulty – golf courses have been designed to be harder, longer and tougher since the 1990s to challenge players and equipment. Rules are also difficult to understand for many golfers.

Golf administrators are tackling these issues. For example, the R&A and the USGA (governing bodies for rules) have recently proposed more than 50 new or modified rules to simplify and speed up play. Proposals include players being able to putt on greens with the flag still in the cup; golfers not being penalised for accidentally moving their ball; the time allowed to find a lost ball reduced from 5 to 3 minutes; ball drops from one (1) inch above ground rather than from hip height; prompt play and ‘ready golf’ (playing golf out of turn) is encouraged.

Golf Victoria programs are designed to attract a broader range of participants. The success of these programs may rest on delivering to golf clubs across Victoria.

The success of golf clubs could very well rely on successful delivery of these new programs, and also embracing new forms of golf, technology and making clubs more accessible and family friendly.
What do we want in the future?
A sustainable and accessible network of golf courses across Victoria that each attract 200+ members, social golfers and public use.

How can we get there?

Idea 1 Adopt a regional approach to providing golf membership and programs

The regional approach would involve a Regional Development Officers working with clubs in the region. They would focus on regional membership models (that go beyond reciprocal rights) and building club capacity to deliver Golf Victoria programs MyGolf, SwingFit and PlayGolf.

Set a target of 80 per cent of all golf clubs in Victoria to partner regionally to deliver the Golf Victoria programs MyGolf, SwingFit and PlayGolf.

Idea 2 Improve usage data on golf courses

Support Public Golf Courses Australia in the collection of data to establish benchmarks on use (membership and casual).

Set a target of 80 per cent of all golf clubs in Victoria completing the club health check, with Golf Victoria monitoring and analysing trends to inform decisions on club support.

Idea 3 Open up golf courses to everyone

Fund initiatives aimed at providing family friendly environments and making a golf club more accessible, including by embracing technology.

Open up golf courses to make them more accessible to the public for active recreation and enjoyment of the golf course environs and landscapes.

Support the implementation of R&A rule changes aimed at making rounds faster and easier to complete to make golf more accessible and friendly to all types of golfers through a club leader education program.

- Do you agree or disagree with the ideas?
- How can we increase club membership?
Demand and supply challenge

The current state of play

Victoria has more golf courses per capita than the rest of Australia. How do we best provide for golf courses in the future?

Victoria has one golf course to 13,200 residents, with golf courses in metropolitan Melbourne (1 course to 38,000 residents) and rural Victoria (1 course to 4,900 residents) recording a lower than national average ratio.

Of the 35 new courses that opened between 1998 and 2004 in Australia, 13 (40 per cent) were in Victoria. With more new courses underway or planned, Victoria will remain the most densely populated state in Australia in terms of golf courses per capita.

Golf courses have not traditionally been developed on a demand basis. Most have been developed on land gifted by local councils or more recently, as the centrepiece of high-end residential estates. This has created an environment where courses are not necessarily located where demand exists and there are multiple clubs in a region competing for memberships.

Figure 10: Heat map of golf facilities in Victoria

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13 Issues and Challenges for Golf Clubs in Victoria, Smir and Young, 2004
In metropolitan Melbourne, there is an oversupply of golf courses in the southern and eastern regions and an undersupply in the northern and western regions.

The locational misalignment between supply and demand is further exacerbated in Melbourne’s northern and western growth areas. This issue is set to continue if not addressed, with a further 17 new suburbs planned for metropolitan Melbourne to support the demand for housing as our population continues to grow.

In general, there is an oversupply of golf courses in regional and rural Victoria. Regional cities have more than three golf courses servicing populations of 150,000 and many of Victoria’s rural towns have a golf course. These golf courses and facilities vary in quality with most considered in poor to fair condition and with memberships less than 100 people.

There are 374 golf courses and 35 driving ranges in Victoria. Of the golf courses, 268 (72 per cent) are 18 hole courses. Most public courses and facilities are managed by the club (volunteers) or local council and are ageing and generally in average condition. Meeting this infrastructure challenge must be guided by contemporary design standards for golf courses, universal design principles and female-friendly guidelines.

In regional Victoria, similar golf facilities are offering the same membership models and are often located in the same catchment area. This is spreading the ‘sport loyalists’ thin and clubs are not offering programs and facilities attractive to a broader audience.

A major global trend shaping demand and supply is increasing time pressures and space shortages in cities. This demands a shorter format golf game that can be played more quickly. Courses are being designed with options to play 3 and 6 holes – France’s winning Ryder Cup 2018 bid committed to building hundreds of short urban courses. Improved simulator technology will also increase opportunities for virtual games in the heart of cities. It is predicted that broadcasters will create a high-profile, short form professional competition like Twenty20 cricket.

**National Home of Golf Case Study**

The Victorian Government has provided $10 million in the 2017/18 Budget towards building the National ‘Home of Golf’ and Centre of Excellence. This facility will serve the entire industry and support all players, from beginners to elite. It will provide a home for Golf Victoria and world class research, training and educational facilities for national and local organisations including a driving range and short course facility. The project represents a renewed and collective focus across the Australian golf industry on growing participation and giving Australia’s golfing talent the best chance to succeed in the future.
What do we want in the future?

A network of sustainable golf courses that supports future demand for golf in Victoria.

How can we get there?

Idea 1  Adopt a regional, strategic and partnership approach to providing golf facilities

The regional approach would focus on understanding the capacity of golf courses, diversifying facilities and regional membership models and building club capacity to deliver Golf Victoria programs.

A regional golf facilities strategy would be developed, similar to those currently being developed for AFL Victoria.

Idea 2  Golf Victoria lead a regional approach with local clubs and local councils to offer varied golf course types

Golf Victoria would host conversations with regional local clubs with support from the Victorian Government and local councils. The conversation would discuss club issues and opportunities for golf, with a focus on different types of golf facilities that may be required to drive participation and club membership.

A focus on public golf courses and the transformation of these facilities into shorter forms and different types of golf facilities including 3 and 6-hole circuits, Big Hole and Footgolf courses, driving range, mini golf and virtual golf and a mix of hospitality and social family and fun play environments.

Idea 3  Develop Facility Design Guidelines to inform development and management of golf courses

A new Facility Design Guidelines may support the development of a diverse mix of golf facilities within a regional catchment to support participation programs and targets of Golf Victoria to help achieve club sustainability.

The guidelines would identify levels of service in terms of facility distribution, type, quality and maintenance demands.

The guidelines could also support the development of golf courses in new growth areas.

Do you agree or disagree with the ideas?

Would you like to see more short form golf facilities?
Land use challenge

Victoria is faced with a range of land use challenges. Golf course land presents one way to help meet these challenges.

The current state of play

Victoria’s 374 golf courses occupy over 18,750 hectares of land. These golf courses hold a range of community and environmental values. They are an important part of metropolitan Melbourne’s green wedges and open spaces that act as the lungs to the city. Research shows that an area of 180m² of turf grasses, grasslands and trees produce oxygen to support one person per year. This means that Victorian golf courses provide oxygen for approximately 1.42 million people per year.

Research into the economic social and health benefits generated by golf commissioned by Golf Victoria (2016) reported that golf contributes $33.8 million in health benefits to the state. Golf has unique physical, mental and social strengths including: a lifelong reduction on the healthcare burden; the growth and maintenance of strong social capital (personal networks); regular and enduring social interaction; a culture based on respect, etiquette and self discipline; and a sanctuary (both physically and mentally) from the hustle of modern life.

Golf courses offer a buffer from the urban areas and often support remnant indigenous vegetation. Sixty-five per cent of most golf courses provide a rich ecology and diverse habitat for native birdlife and animals, mostly in the rough, natural grasses, trees and non-playable areas.

Thirty-five per cent (130) of Victoria’s golf courses were established over 75 years ago and feature sites of Aboriginal and European cultural heritage significance. Almost a quarter of Victoria’s courses (99) are located within 200 metres of a waterway or have a heritage site protected in the planning scheme. Many golf courses about watercourses and are, at least in part, subject to inundation.

Metropolitan Melbourne is under constant pressure from urban development and competing land use demands. Demand for housing and pressure on local parks and sports reserves, education and health facilities and transport networks is projected to continue, with the Victorian population projected to almost double from 4.5 million in 2015 to 7.9 million in 2050.

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12 Sustainable Golf Course Design, Society of Australian Golf Course Architects 2018
13 The Community Impact of Golf in Victoria, Golf Victoria, 2016
Developers are now directing their interest to golf course land across metropolitan Melbourne, on its urban fringes and in regional cities. In some regions, golf courses are in oversupply or are in financial difficulty. This presents an opportunity for developers to consider the development of large amounts of land within urban areas to meet continuing high demand for housing.

A 2016 article\textsuperscript{13} reported that more than 290 hectares of golf course land in metropolitan Melbourne has been sold to developers in recent years for houses, offices and shops. Eight former golf courses in metropolitan Melbourne are are presently being redeveloped. These include Kingston Links golf course, Kingswood golf course and Keysborough golf course.

The Victorian Government made an election commitment to protect the city’s green wedges by maintaining the existing Urban Growth Boundary. There are 23 golf courses abutting and outside the Urban Growth Boundary. Some submissions to the government’s 2016 refresh of the metropolitan planning strategy, \textit{Plan Melbourne 2017-2050}, related to golf courses on the urban fringe, seeking to have that land included inside the Urban Growth Boundary to enable residential development. This would allow clubs to sell their land and reinvest in less expensive land outside the Urban Growth Boundary to provide a more diverse golf and hospitality experience on a larger site.

Victoria’s policy makers also highlight alternative land use objectives for surplus golf course land such as sport, community facilities and open space.

The Victorian Planning Authority (VPA) recently consulted across the Victorian Government and with local governments, and consolidated data and categorised open space in metropolitan Melbourne. The VPA has also launched the Metropolitan Open Space Portal that includes walkable catchment maps. There are 54 golf courses in metropolitan Melbourne identified within an area short of public open space.

\textsuperscript{13} From Reuters. 2016. Developers Dudding Up Melbourne’s Golf Courses. \url{https://www.reuters.com/article/us-australia-development-golfing-up-melbournes-golf-courses}
The Victorian Government’s research into future demand for community sport and recreation facilities shows that unprecedented population growth in the inner and middle suburbs and Melbourne’s growth areas and the explosion of women’s sport participation is placing pressure on our sports grounds, indoor and outdoor sports courts and aquatic facilities and leisure centres across Victoria. While in rural Victoria, improving the quality and maintenance of existing sport and recreation facilities was of high need.

The following examples capture the demand for sport and recreation facilities today:

- Victoria has over 300 new girls and women’s football teams and 150 new girls and women’s cricket teams in 2016/2017. Demand for sports grounds to accommodate this growth exceed supply in inner city and middle suburbs. Melbourne’s growth areas and Victoria’s ten (10) regional cities
- In 2016, it was calculated that an investment of over $450 million would be required to meet demand for community multi-sport indoor courts for high ball sports like basketball, netball and volleyball and other indoor social sport programs like futsal (indoor soccer) over the next four (4) years.\(^5\)
- Extending the demand for new sport and recreation facilities is a plan to create 17 new suburbs and the urban renewal of Fisherman Bend in metropolitan Melbourne. New sport and recreation facilities will be required in these locations to provide for the projected 5.5 million new people in metropolitan Melbourne by 2051. Eight (8) hectares of land is required to provide for a multi-sport infrastructure.
The Victorian Government is also currently developing a State Sporting Facilities Strategy to identify what state-level facilities we may need in the future.

Local government and land managers recreation and open space strategies and management plans that support these state-wide reviews into sport and open space. These plans consider the future recreation facility and open space demand of a local (and regional) population area.

The refreshed Plan Melbourne 2017-2050 has been included in the Victoria Planning Provisions and all planning schemes through the approval of Amendment VC184.

A new Melbourne Open Space Strategy is a recommendation of Plan Melbourne 2017-2050. The strategy will consider how Melbourne's growing population will enjoy access to diverse and quality open spaces. Also, there are 76 golf courses that are within an area relating to an action such as improving significant tourism destination and creating the Great Yarra River Parkland. Golf course land development proposals will need to consider these recommendations.

Regional growth and land use plans for Geelong, Bendigo and Ballarat also identify land use planning strategies that potentially impact golf.

Planning zones applied to golf courses support the existing golf course use. When planning zones were applied to golf courses, the purpose of the zones on adjoining land zoning was considered and if it supports golf course use, the same zone was generally applied. A Special Use Zone was applied to golf courses where the purposes of the adjoining land zones, overlays and local policies cannot support golf course use or the site adjoins more than one zone and the strategic intent of the site is not known.

Planning overlays are well applied to provide good coverage of protection of environmental, landscape and other site values. The most common planning zones and overlays that govern the use and development and protect the values of golf course lands are:

- Public Park and Recreation Zone – 122 golf courses
- Special Use Zone – 77 golf courses
- Farming Zone – 74 golf courses
- Environmental Significance Overlay / Significant Landscape Overlay and Vegetation Protection Overlay – 157 golf courses
- Flood Overlay / Land Subject to Inundation – 87 golf courses.
A Comprehensive Development Zone (CDZ) has been applied to new golf courses with other uses like resort golf courses, residential golf course estates and golf courses with hospitality and conference venues. The CDZ is designed to allow more complex developments in accordance with a comprehensive development plan incorporated in the planning scheme. A description of these planning zones and overlays are referenced in Appendix 3. The planning scheme controls are supported by Victorian and Commonwealth legislation. Legislation relevant to golf courses include:

- Planning and Environment Act 1987 (Vic)
- Environmental Protection Biodiversity and Conservation Act 1999 (Cwth)
- Environmental Effects Act 1978 (Vic)
- Environmental Protections Act 1970 (Vic)
- Aboriginal Heritage Act 2006 (Vic)
- Crown Land Reserves Act 1978 (Vic)
- Cultural and Recreation Lands Act 1963 (Vic)

There is a good level of coverage of legislation, regulation and supporting assessment tools to govern and support sustainable development of golf course land.

Relevant planning panel reports concerning rezoning golf course land or golf course development identify these tools and a set of principles relevant to a planning decision framework for golf course land development proposals. These are:

- The planning scheme amendments should be assessed having regard to net community benefit, the planning issues relevant to the site and principles of environmental and sustainable development.
- Environmental Management Plan, Landscape Management Plan, Cultural Heritage Management Plan and Comprehensive Development Plan should support a planning application.
- Planning for urban growth should consider: opportunities for consolidation, redevelopment and intensification of existing urban areas; neighbourhood character and landscape considerations; the limits of land capability and natural hazards and environmental quality; service limitations and the costs of providing infrastructure.
The Society of Australian Golf Course Architects released a resource promoting environmentally responsible and sustainable golf course design principles. The resource is considered best practice for golf course design and highlights the value of well-designed golf courses to the community and environment. A ‘total environment’ approach to golf course management is taken. A set of design principles shows how golf course designers and land managers can conserve and manage the natural resources and meet the increasing operational demands resulting from environmental pressures.

The principles identified are:

- Provide a recreational resource promoting physical and mental wellbeing
- Promote indigenous flora and fauna and the Australian landscape experience
- Provide wildlife sanctuaries
- Preserve open space and remnant vegetation within urban environments
- Minimise and treat water resources such as sewage and urban runoff
- Protect valuable water resources
- Rehabilitate degraded landscapes
- Improve air quality and reduce heat
- Protect topsoil from degradation.
- Beautify the environment and aid community education on environmental issues.

Olinda Golf Course Repurposing Case Study

The Victorian Government is funding the transformation of the old Olinda Golf Course site to a community sport and recreation facility. Parks Victoria and Yarra Ranges Shire Council adopted a place making approach and invited the community to develop a precinct plan for the future of the golf course site. The new park features an Olinda green, a space for community events and gatherings and a nature-based playspace. A new informal playing field will be an overflow sports field for training and a designated area provided for off-lead dog walking. Improved trails throughout the park and connecting with other Olinda community places and the township will encourage walking, running and riding. A new, more visible entrance for the National Rhododendron Gardens will support the many visitors each year.
What do we want in the future?
Sustainable development of golf course land that supports the land use and infrastructure objectives for Victoria and its local areas.

Design and maintain environmentally responsible and sustainable golf courses that enhance the open space, environmental and landscape values.

How can we get there?

Idea 1  Establish a framework for golf course land development proposals to be considered

Golf course land within the Urban Growth Boundary can be considered for rezoning, subject to all the overlays and issues being investigated and resolved.

Rezoning land outside of the Urban Growth Boundary involves an authorisation process requiring approval by the Minister and ratification by both Houses of Parliament in accordance with the Planning and Environment Act 1987. The Victorian Government made an election commitment to maintain the Urban Growth Boundary which was reflected in Plan Melbourne 2017–2050.

The planning decision framework for golf course land development proposals would capture the following key planning steps:

- Any future development proposals must have a net community benefit and achieve a high level of sustainability.
- Consideration is given to the history of how the land was originally provided for a golf course.
- A voluntary Cultural Heritage Management Plan is recommended for golf course land.
- A recreation and open space assessment is completed. The assessment should consider: local and regional sport and open space planning strategies; the VPA Metropolitan Open Space Portal to see whether the golf course is within an area short of open space; and the demand for sport and recreation facilities identified in the Community Sport and Recreation Futures Paper17.

17 Community Sport and Recreation Futures Paper: Sport and Recreation Victoria, 2014
• An assessment is conducted against relevant Plan Melbourne 2017-50 or regional growth and land use plan actions including for community, education, health and legal services.

• A place-making approach applying the Creating Places for People and Healthy by Design Guidelines to design future development proposals.

Net community benefit could be defined by providing:

• Open space that is substantially greater to that which has been lost and provides open access to public benefit

• The value of public open space contribution for the golf course land lost is directed to improve or develop regional and local sport and open space as per regional or municipal open space strategies

• A substantially higher public open space provision in new housing development on golf course land due to its proximity and landscape amenity value to existing residential and environs

• New golf course developments support other / alternative state, regional or local public policy objectives. For example, social housing, crisis accommodation, libraries, education precincts, health or legal services.

Idea 2 Rationalise golf courses with overlapping membership catchments; and assess alternative use for surplus golf course land

Golf courses deemed surplus to a regional catchment would be identified and an assessment on future use conducted. The assessment would prioritise sport, recreation and open space needs for a regional catchment as a priority. A review of alternative land uses in line with Plan Melbourne 2017-2050, regional growth and land use plans and local policy objectives including to address housing affordability, access to education, health, legal or community services would also be considered.

The Victorian Government partner with Golf Victoria and local councils in regional conversations where rationalisation of golf courses is likely. Discussions would focus on club mergers, planning processes and local community engagement on development proposals.

19 Creating Places for People, Australian Sustainable Built Environment Council, 2018
20 Healthy by Design Guidelines, National Heart Foundation, 2015
Idea 3: Adopt the SAGCA Sustainable Golf Course Design resource as Practice Guidelines for golf course design and management.

The Practice Guidelines are the overarching guidelines for golf courses, supporting environmentally responsible and sustainable design and management practices.

The guidelines would support the enhancement of environmental, biodiversity or landscape attributes to those 139 Victorian golf courses located in or adjacent to other open spaces and bushlands and the 89 golf courses with a waterway.

- Do you agree or disagree with the ideas?
- How can we create a sustainable network of golf courses in Victoria?
Goverance challenge

The current state of play

Of Australia's 1,600 affiliated golf clubs, approximately 430 employ managers and approximately 600 clubs are serviced by a PGA member. Over 1,000 clubs are managed by volunteers with no professional support. It is also noted that golf relies heavily on volunteers to service the game\(^\text{20}\).

Golf Victoria commissioned a Governance and Structure Review in 2012 which informed subsequent changes to its operations and included an overall health check survey of its 91 country districts and 44 of its 48 member clubs. The findings of the report were telling. They showed:

- Demographic changes, busier lives and rising living costs are influencing the overall number of people playing golf and when and where they play.
- Less players are participating in golf club events and there is a view there are too many clubs and events.
- Many clubs share overlapping catchments which means they compete for members. Reducing membership prices is their major competitive strategy. This raises concerns about their long-term sustainability. Many districts suggested two to three clubs were merging or closing.
- Nearly half (42%) of Victorian golf clubs were experiencing some level of financial stress (2012).
- Small clubs are relying heavily on volunteers to remain open and keep their course playable.
- Recruiting new volunteers is a challenge and succession planning is a major concern.
- Clubs are struggling to balance the entitlements of members with increasing numbers of social players.
- Golf doesn't generally appeal to youth and traditional membership offers.
- The administration burden for clubs is increasing, with a greater need for club support and more knowledge sharing.

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\(^{20}\) Golf Club Participation Report, DoF Australia 2015
A presentation by a recognised golf business consultancy at the 2016 Parks and Leisure National Conference identified the following key areas that golf clubs should focus on:

- Respond to mega trends and be market-focused to stay relevant
- Attract new groups, add diversity to membership and become a family-friendly place
- Be flexible and embrace short game formats and social play to make golf more entertaining
- Explore all new golf business models and programs to increase visitation and revenue
- Actively engage and be customer focused
- Market the golf club and invest in telling people what it offers.

Golf Victoria and Golf Australia support this view and are slowly working to change the mindset of golf clubs.

A National Participation Advisory Group and National Club Development Advisory Group are being established by Golf Australia. A Workplace Development Plan is to be developed to build the capacity of the golf workforce and a focus on support of volunteer managed clubs.

A national regional structure has been developed for golf by Golf Australia to guide future resource allocation and planning. The regional structure also enables golf trends to be compared with the resident population and performance. There are 17 regions in Victoria and six regional officers coordinating Golf Victoria programs and events.

There are now providers of club development training and support in the sport sector. Partnering with these providers that have the resources, skills and online platforms represent an opportunity for Golf Victoria and local governments to support clubs and volunteers.

**Curlewis Golf Club Case Study**

Curlewis Golf Club on Victoria’s Bellarine Peninsula has recently recorded the fastest membership growth in Australia. This has been achieved with quality management and a contemporary marketing campaign appealing particularly to younger people. The club is trialling new initiatives to speed up play such as golf boards and golf formats. To continue to broaden the participation base and connect with non golfers, the golf course is planning a new café and function centre to accommodate 300 patrons. It also plans to create the peninsula’s first large-scale 18 bay driving range and provide a new pedestrian and cyclist access connecting it to the rail trail so users of the rail trail can stop for refreshment.
What do we want in the future?

A skilled golf workforce that works collaboratively and in partnership to achieve regional success.

How can we get there?

Idea 1  Deliver a state-wide training and club support program for golf clubs

Golf Victoria would partner with a training and club support provider and offer an annual program across the 17 golf regions. The program would skill existing and future office bearers and administrators of clubs to support succession planning.

The service would provide year-round support of clubs through online resources and a call for advice service.

Idea 2  Regional golf forums between Golf Victoria districts, clubs and local government

A regional forum would offer a platform for golf’s stakeholders including local governments to come together and discuss issues and strategy to improve golf course sustainability and share knowledge on issues faced by golf courses.

The forum combined with a regional strategic plan would facilitate regional partnerships and open up communication channels between golf and government at a local, regional and state level.

A local government reference group may also strengthen the partnership and relationship between golf and local government in tackling local and regional golf course issues.

Idea 3  Develop the national home of golf and centre of excellence

Provide a ‘one golf’ model for growing participation and supporting club development.

- Do you agree or disagree with the ideas?
- How can we support the golf workforce?
Appendix A
Methodology and Golf Task Force

Methodology
DEWLP has developed this Discussion Paper with desktop research and consultation with local governments, Golf Victoria, Sport and Recreation Victoria, clubs and others. This has involved:

- A review of the strategic directions of Golf Australia and Golf Victoria and other relevant golf bodies in terms of the future direction of the sport and facility needs.
- A review of Australian local and state government policies and strategies related to golf.
- Analysis of current and predicted participation rates in golf across Victoria, with a focus on the changing demographics and the way that people now want to participate in golf. Consider how golf can become more accessible to more diverse participants at an affordable rate.
- An audit and spatial GIS analysis of current and proposed golf facilities across Victoria, including location, facility type, condition, ownership, membership and land use zone and applicable overlays.

Golf Task Force
The Minister for Planning has appointed a Task Force to provide expert advice into decisions and to monitor and report on the project.

The Task Force consists of:

- Richard Allen – Independent Member and Chair
- Kate Raffey – Independent Member
- Fiona Telford – Golf Victoria
- Fiona dePreu – Planning Implementation, Department of Environment, Land, Water and Planning
- Justin Burney – Sport and Recreation Victoria, Department of Health and Human Services
- Ben Bainbridge – Project Manager, Department of Environment, Land, Water and Planning.
Appendix B
Planning provisions glossary

Planning scheme zones and overlays applied to Victorian golf courses

Please refer to the Planning Schemes Online webpage for an understanding of the Victoria Planning Provisions relevant to your local golf course.

The most common planning zones and overlays that govern the use and development and protect the values of golf course land are:

- Public Park and Recreation Zone – This is the main zone recognising public recreation and open space areas
- Special Use Zone – This zone provides for the use of land for specific purposes. The purpose and the land use requirements are specified in a schedule to the zone
- Farming Zone – This is the main zone for the use of land for agricultural purpose
- Environmental Significance Overlay – Environmental significance is intended to be interpreted widely and may include issues such as noise effects or industrial buffer areas in addition to issues related to the natural environment. This overlay identifies areas where the development of land may be affected by environmental constraints
- Floodway Overlay / Land Subject to Inundation – These overlays are applied to land in either rural or urban areas which is subject to flood inundation. Floodway overlays form part of the active floodway of an area.
Appendix C

Maps
Appendix 4


Map 3: Statewide golf club catchment compared with population growth or decline by municipal boundaries

- Participation/Catchment per Golf Club:
  - Statewide
  - Regional
  - Local
  - No Club

- Percentage Population Growth per LGA:
  - High - more than 1% growth
  - Medium - 0 to 1% growth
  - Low - decline
Appendix 4


Map 4: Metropolitan Melbourne golf course catchment compared with population growth or decline by municipal boundaries.
Appendix 4

8.1 Release of the State Government's Planning for Golf in Victoria - Discussion Paper

Map 5: Statewide golf courses per head of population

- Map showing the distribution of golf courses per head of population across Victoria.

Discussion Paper - DELWP
Map 6: Metropolitan Melbourne golf courses per head of population

8.1 Release of the State Government’s Planning for Golf in Victoria - Discussion Paper

App. 4

Planning for golf in Victoria - Discussion Paper

DELWP
www.planning.vic.gov.au
Golf Course Policy

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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.
1. **Responsible Executive**

   General Manager Sustainability, Planning & Development

2. **Policy owner**

   Manager, City Strategy

3. **Policy Statement**

   *Council reaffirms our existing planning scheme policies to protect our sand-belt golf courses, as provided by Schedule 1 to the Special Use Zone and by Clauses 21.02 and 21.11.3 of the Kingston Planning Scheme Council recognises that, although the land is privately owned, the current use provides considerable community amenity. Golf courses provide recreation opportunities, landscape values and can provide environmental benefits.*

   The Council wants existing golf clubs to remain economically viable. Where clubs are genuinely unable to be economically viable and should the land owner wish to cease golf operations on the site, the Council is keen that the land is used for public or private open space purposes that allow the land to retain its green and open vistas.

4. **Policy Details**

4.1 **Context**

   There are 11 golf courses within the City of Kingston. Plan Melbourne, the Metropolitan Planning Strategy, recognises the Sand Belt Golf Courses as a feature of Melbourne. Similarly, in the words of Helen Gibson, the Chief Panel Member of the New Format Planning Schemes Panel, “The Municipal Strategic Statement recognises the special significance of the Golf Courses of Kingston and acknowledges them as a key asset. Because there are so many courses within Kingston, they could be seen as part of the contributing character and “specialness” of the municipality and as such be recognised within the Special Use zone.

   “The Panel supports the inclusion of the golf courses in a Special Use zone, however this could be further strengthened through additional recognition in the MSS.” (Final Report - New Format Planning Schemes April 1999). The MSS has provided strong planning support for golf courses in Clauses 21.02 and 21.11.3, below.

   Having such large tracts of private land that have been developed as golf courses provides unique opportunities for the communities which surround them and both opportunities and some potential challenge for the clubs that own and manage the golf courses. However, Schedule 1 to the Special Use zone allows a number of associated uses including function centre, indoor recreation facility, leisure and recreation, major sports and recreation facility, residential hotel and Place of Assembly, that should assist clubs to diversify in order to respond to challenges.
The City of Kingston also has:

- A diversity of natural resources including rivers and creeks, the foreshore, remnant heathlands, wetlands, and parks.
- A diversity of land uses including vibrant activity centres, residential suburbs, productive industrial areas and more.
- A diversity of communities including residents from over 150 countries of origin who speak over 120 languages.

The large number of golf courses in Kingston contributes to the feeling of green open space in the municipality. Although intensive turf management can have impacts on water quality and may require high water and energy use, overall the courses can provide environmental benefits if they provide habitat for native flora and fauna and/or accommodate precinct scale storm water treatment facilities. Golf Courses in Kingston have continued to explore innovative opportunities to capture and store water which remains critical to their operations.

The golf clubs that manage the courses provide recreational opportunities for residents and visitors. The clubs also deliver hospitality services and, collectively, are an important employer in Kingston. The clubs themselves provide an opportunity for people to come together and build connections with their neighbours near and far. Overall, the existence of golf courses in Kingston and the associated golf clubs, provide considerable community amenity.

4.2 Different business models

Different golf clubs have different business models. Some rely on being a club where people are keen to obtain membership, even if they don't play a lot of golf. Others rely more on providing opportunities primarily for their members to play at that course, and others, such as public golf clubs, rely on income from casual, pay for play, golfers. Because different clubs have different business models it is not possible to say that all clubs are facing the same challenges, or that all clubs can respond in the same way. Council has resolved to undertake further consultation with Golf Clubs to better understand any challenges they may face.

4.3 What are the challenges?

It is understood that over the past decade there has been some decline in the number of people playing golf and, for many clubs, the number of people who want to pay for an annual membership. Anecdotally some clubs suggest that the reduction in income, coupled with the escalating costs of building and grounds maintenance and repairs means that, unless they increase their income, or decrease their costs, they may become uneconomically viable in the long term.

4.4 What are the opportunities?

Further discussions with clubs will allow them to explore whether they are able to increase their income by:

- Increasing the number of paying users of the facility: getting more people through the door either to play or practice golf, or for other income generating uses like functions.
8.1 Release of the State Government's Planning for Golf in Victoria - Discussion Paper - City of Kingston - Golf Course Policy

- Increasing the number of paying members: making the club something that people want to be a part of even if they do not want to play golf.
- Broadening the offering: developing opportunities that reflect the fact that people have much more limited discretionary time available.
- Other opportunities to ensure long-term viability as a golf club: in most cases individual businesses are best placed to identify opportunities and what they need.

4.5 How can golf clubs share knowledge about new opportunities?

For many business owners, the day-to-day demands of their business leave little time for networking or sharing ideas. While the City of Kingston cannot make a business viable, we can provide an opportunity for golf clubs to share ideas and hear from experts. A forum on the business of golf in the 21st century would bring together clubs and experts to discuss ideas and opportunities to explore viable business models for golf clubs. The Council would deliver this forum as a tangible demonstration of support for golf clubs in the same way we support other business sectors through business development opportunities.

The forum would explore ways to encourage participation in the sport to strengthen the ongoing viability of the clubs, however it is important to note that there is no way Council can guarantee that the clubs will take up new ideas, or put in place a business model that ensures viability.

Council is approaching the forum on the basis that given the membership nature of golf club it is not the desire of any golf club to actively pursue merging or disbanding.

4.6 Are the golf courses in Kingston adequately protected in the Planning Scheme?

In the Kingston Planning Scheme golf courses are protected through specific provisions under Schedule 1 to the Special Use Zone. This is the highest level of protection that can be provided and the purpose of the zone is explicit in stating that it seeks to provide for the use and development of land as a golf course and associated uses. Schedule 1 to the Special Use Zone has been in the Kingston Planning Scheme since the inception of the new format Kingston Planning Scheme in 1999.

The Council has responsibility under the Planning and Environment Act 1987 as the Planning Authority responsible for considering changes to the Kingston Planning Scheme. Although it is possible for an external party to request of the Council to consider a Planning Scheme Amendment to change the Kingston Planning Scheme, Council is required to act in the best interest of the community and there should be no expectation that any such requests will be supported.

The Minister for Planning is also able under the Planning and Environment Act 1987 to consider requests made by external parties for changes to the Kingston Planning Scheme, however, the Minister is also unlikely to support applications that are not in the best interests of the community and are not supported by Council.
4.7 Relevant Kingston Council Resolution and Kingston New Format Planning Schemes Panel References

- City of Kingston Ordinary Meeting of Council - Minutes 23 March 2015

8.1 Response to Notice of Motion 50/2014 - Golf Course Policy
Moved: Cr Staikos Seconded: Cr Brownlee

1. That considering there are 11 golf courses within the City of Kingston, Council recognises that, although the land is privately owned, the current use provides considerable community amenity. Golf courses also provide recreation opportunities and can provide environmental benefits. The Council wants existing golf clubs to remain economically viable. Where clubs are not able to be economically viable and, should the land owner wish to cease golf operations on the site, the Council is keen that the land is used for purposes that allow the land to retain its green and open vistas.

2. That officers prepare a Golf Course Policy for consideration by Council along the lines of part 1 of this motion, and the resolutions passed at the May 2014 and December 2014 meetings of Council (Item 13.6) and of the legal advice consequently received; with reference to:-
   a) providing certainty about the future protection of golf course land in the City of Kingston,
   b) any relevant provisions in Plan Melbourne,
   c) reaffirming protections in the Kingston Planning Scheme including schedule 1 to the Special Use Zone.

3. That this draft policy be provided to Councillors in the May 2015 meeting cycle

4. That once Council adopts a policy;
   a) Council write to the Minister for Sport and the Minister for Planning:
      i. seeking to understand whether the State Government has an established policy position on Private Golf Courses (viability of clubs and strategic land use issue), and
      ii. expressing an interest in further discussing opportunities for State Government investment in golf infrastructure in Kingston.
   b) Council develop and deliver a forum about “the business of golf in the 21st century” which brings together clubs and experts to discuss ideas and opportunities to create viable business models for golf clubs.

CARRIED

- Kingston Planning Scheme references to golf courses in Kingston:

Helen Gibson, the Chief Panel Member of the New Format Planning Schemes Panel, concluded in her Final Report - New Format Planning Schemes April 1999:-

"The MSS recognises the special significance of the Golf Courses of Kingston and acknowledges them as a key asset. Because there are so many courses within Kingston, they could be seen as part of the contributing character and "specialness" of the municipality and as such be recognised within the Special Use zone. The Panel supports the inclusion of the golf courses in a Special Use zone, however this could be further strengthened through additional recognition in the MSS."
In the current Kingston Planning Scheme, the MSS at clause 21.02 states:-

"Kingston enjoys a significant reputation for its world class golf courses, with continuing community demand likely to consolidate golf as a prominent recreational activity within Kingston."

Clause 21.11 specifically requires the application of the Special Use zone to golf courses. Objective 2 of clause 21.11.3 is:-

"To promote a diverse range of social and recreational opportunities which provide for the changing leisure needs of the municipality's current and future populations."

Strategies to achieve this objective include:-

"Support the significant regional tourism/recreational role of golf courses in Kingston."

This strategy will be implemented by:-

"Applying the Special Use Zone (schedule 1) to all golf courses to facilitate their appropriate use and development where either:-

- An appropriate combination of the other available zones, overlays and local policies could not give effect to the desired objectives or requirements; or
- The site adjoins more than one zone and the strategic intent of the site, if it was to be redeveloped, is not known and it is therefore not possible to determine which zone is appropriate."

5. Transition/Translation arrangements

Commencement Date – 25 May 2015
9. Community Sustainability Reports
Agenda Item No: 9.1

INTERFAITH NETWORK COMMITTEE MEMBERSHIP

Contact Officer: Elisabetta Robecchi, Community Development Officer

Purpose of Report
This report provides an overview of the 2017 member recruitment process undertaken for Kingston’s Interfaith Network Committee in accordance with the Kingston Interfaith Network Committee’s Terms of Reference 2015 (ToR).

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 the following individuals to the Kingston Interfaith Network Committee until 30 June 2019:
   - Russ Townsend
   - Ruhi Humphries
   - Christanne Smith
   - Pam Spiegel
   - Ian Kirkwood
   - Stephen Chew
   - Diana Bablee

2. Endorse the current six members who re-applied to continue to sit on the Kingston Interfaith Committee for an additional two years until 30 June 2019:
   - Nur–al Alam
   - David Brooker
   - Penny McGuire–White
   - Sheila Taylor
   - Dianna Muller
   - ST Jitendran

1. Executive Summary
The Kingston Interfaith Network Committee was established to provide a conduit between Council and local faith communities to encourage open communication, interfaith dialogue and partnerships to discuss the needs of local faith communities. Recruitment was undertaken to increase membership of the Committee as several members resigned or became inactive in 2016 and 2017.
Recruitment to the Interfaith Network Committee involves the receipt of nominations endorsed by an official of a faith organisation such as a pastor, priest or organisational manager. Nominations are made in accordance with the Committee’s ToR that requires public advertising through local newspapers and Council’s social media platform for a period of four weeks. Nominations are then assessed by Council officers according to the selection criteria with short listed candidates undergoing a panel assessment consisting of Council officers and Interfaith Committee members. Preferred candidates are then presented to Council for endorsement for a two year term.

2. Background

Kingston’s Interfaith Network Committee was established in 2009. Since its development, the Network’s ToR has ensured that membership applications to the Committee are based on the official endorsement of applicants by their faith organisations (that choose to be involved in the Network), and selection made through a fair and equitable process. Membership selection is based on Council’s selection criteria and short listed candidates are interviewed by a panel consisting of Council officers and Committee representatives, before being recommended to Council for endorsement.

Over the past 18 months, membership of the Interfaith Network Committee has declined due to resignations and non-active membership. This was identified as an issue in May 2016, as only eight members remained on the Committee, while the original committee consisted of 12 members. At the May and June 2016 Interfaith meetings, members discussed the need to recruit new members to address the decline in membership and accommodate the needs of those who wished to resign.

To meet the immediate shortfall in Committee membership, at the 23rd August 2016 Interfaith Network Committee meeting, the Committee unanimously agreed to co-opt members on a temporary basis as permissible in the Committee’s ToR.

To fill the remaining vacancies, a formal recruitment process was initiated with public advertising and nominations for representatives of faith communities on the Kingston Interfaith Advisory Committee being accepted between 18th April and 19 June 2017.

The following new candidates and three co-opted members submitted their application and were interviewed on 30 July:

1. Russ Townsend (ISKON/Hare Krishna representative)
2. Ruhi Humphries (Baha’is representative)
3. Christanne Smith (Church of Jesus of Latter Day Saints representative)
4. Pam Spiegel (co-opted member and Progressive Synagogue representative)
5. Ian Kirkwood (co-opted member and Progressive Synagogue representative)
7. Diana Bablee (co-opted and ECKANAR representative)

The following current members also submitted their application and requested to remain on the Committee for the next two years:

1. Nur – al Alam (Muslim representative);
2. David Brooker (Christian – Church of Christ representative)
3. Penny McGuire – White (Anglican Church representative)
4. Sheila Taylor (Catholic representative)
5. Dianna Muller (Sufi movement representative)
6. ST Jitendran (Hindu representative)
3. **Discussion**

3.1 **Council Plan Alignment**
   Goal 3 - Healthy, Strong and Connected Communities.
   Outcome 3.2 - A city responsive to the needs and aspirations of the community.

3.2 **Consultation/Internal Review**
   Council officers and the Committee Chairperson interviewed the seven new candidates and agreed they were all suitable candidates for membership on the Committee. The six current members’ applications were also assessed and recommended to stay on as members.

3.3 **Operation and Strategic Issues**
   **Endorsement of thirteen members**
   As required by the Interfaith Network Committee’s ToR, Council’s approval of the seven new candidates and the six current members is sought to appoint them as members of the Interfaith Committee Network until June 2019.

3.4 **Options**

   **Option 1**
   That Council, in accordance with the Interfaith Network Committee’s ToR, endorse the new candidates and the current members to sit on the Interfaith Network Committee for the period ending June 2019.

   **Option 2**
   That Council not support the Interfaith Committee’s recommended new and current members to sit on the Committee until June 2019. This option would result in continued position vacancies and a decline in membership.

4. **Conclusion**

4.1 **Environmental Implications**
   There are no environmental implications.

4.2 **Social Implications**
   Kingston’s Interfaith Committee encourages open communication, interfaith dialogue and partnerships to discuss the needs of the local faith communities. The Committee informs and supports the local community to be tolerant and inclusive to the benefit of the entire Kingston community.

4.3 **Resource Implications**
   The Interfaith Committee can continue within existing resource allocations.

4.4 **Legal / Risk Implications**
   There are no legal implications.
Ordinary Meeting of Council

28 August 2017

Agenda Item No: 9.2

CON 17/62 - CLIFF SAMBELL PAVILION UPGRADE, GERRY GREEN RESERVE, PARKDALE - AWARD OF CONTRACT

Contact Officer: Steve Lewis, Manager Community Buildings

Purpose of Report

The purpose of this report is to seek Council approval to award Contract 17/62 – Gerry Green Reserve Pavilion 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 resolves that it:

1. Agree to award Contract 17/62 – Cliff Sambell Pavilion Upgrade, Gerry Green Reserve, Parkdale project (including funding to support increase in size of their social room and addition of a new cool room) for the revised fixed lump sum price of $2,893,264.00 (exclusive of GST) to Dura Constructions P/L;

2. Prior to works commencing officers to obtain written confirmation from the Parkdale Cricket Club and Parkdale Vultures Amateur Football Club that their financial contributions of $50,000 from each club will be made within 12 months of practical completion of the new pavilion.

3. Approve the allocation of a separate contingency allocation, as set out in the attached confidential appendix and delegate authority to the CEO, or his nominee, to expend this allowance to ensure the successful completion of the project;

4. Note the project budget framework detailed in this report, as set out within paragraph 4.3.1

5. Approve the 18/19 Capital Works budget adjustment (additional $105,082) to reflect the increased project scope of works.

1. Executive Summary

This report is seeking Council approval to award Con 17/62 Gerry Green Pavilion to Dura Construction P/L for an adjusted lump sum price of $2,893,264, to fully replace the existing sporting facilities located at the Gerry Green Reserve, Parkdale. This sum includes $105,082 to support the increase in size of the social room and the addition of a new cool room.

Officers have recommended that payment of the club $100,000 contribution ( $50,000 from each of Parkdale Cricket Club and the Parkdale Vultures Football Club) is secured within 12 months of practical completion of the new pavilion.
2. Background

Tenders for Contract 17/62 were invited from all pre-qualified contractors within Council’s approved Major Construction Works – Builders Panel (Con 16/113). As part of the establishment of this approved Panel, contractors were required to undergo a series of pre-qualification assessments by Council in relation to insurances, experience, organisational capacity, financial status, OHS systems compliance & referee checks.

3. Discussion

3.1 Council Plan Alignment

Goal 1 - Our well-planned, liveable city supported by infrastructure to meet future needs
Direction 1.3 - Infrastructure and property investment for a functional city now and into the future.

The Project will provide a facility that meets both modern service standards / regulations, and is responsive to community needs.

3.2 Consultation/Internal Review

Consultation has been undertaken with users of the Gerry Green Reserve Pavilion and relevant Council Departments.

3.3 Operation and Strategic Issues

Tender Evaluation

Tenders for Contract 17/62 were invited from all pre-qualified contractors within Council’s approved Major Construction Works – Builders Panel (Con 16/113). As part of the establishment of this approved Panel, contractors are required to undergo a series of pre-qualification assessments by Council in relation to insurances, experience, organisational capacity, financial status, OHS systems compliance & referee checks.

Tenders closed at 2.00pm on Friday, 21st July 2017 and tender submissions were received as follows:

<table>
<thead>
<tr>
<th>Tenders received (in alphabetical order)</th>
</tr>
</thead>
<tbody>
<tr>
<td>CA PROPERTY GROUP P/L</td>
</tr>
<tr>
<td>CELLSTRUCT INUSTRIES P/L</td>
</tr>
<tr>
<td>CORNERSTONE CONSTRUCTIONS</td>
</tr>
<tr>
<td>DURA CONSTRUCTIONS P/L</td>
</tr>
<tr>
<td>FIMMA CONSTRUCTIONS P/L</td>
</tr>
</tbody>
</table>
In addition to the above base tender prices, a series of tender options were also provided by each tenderer for potential works requested by the sporting clubs. At CIS on the 14/08/2017 Councillors were advised that these works fall outside of the base design scope agreed previously by Council and would require consideration of additional funding.

These optional items include the following items:

<table>
<thead>
<tr>
<th>Option</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Option 1</td>
<td>provide operable walls for home and away change rooms (Council requested option)</td>
</tr>
<tr>
<td>Option 2</td>
<td>Tint glazing on the north, south and west elevations (Council requested option)</td>
</tr>
<tr>
<td>Option 3</td>
<td>CCTV security system (Council requested option)</td>
</tr>
<tr>
<td>Option 4</td>
<td>Extend social room by 2.74m northwards to extend entire room by 30m² from base scope space allocation. (Club requested option)</td>
</tr>
<tr>
<td>Option 5</td>
<td>Provide new cool room insulation, refrigeration and shelving (Club requested option)</td>
</tr>
<tr>
<td>Option 6</td>
<td>Install blinds to social rooms</td>
</tr>
<tr>
<td>Option 7</td>
<td>Construct new trophy cabinet (Club requested option)</td>
</tr>
</tbody>
</table>

The Tender Evaluation Panel (TEP) comprised the following Officers:

- Steve Lewis – Manager Community Buildings;
- Cameron Gregory - Community Buildings Capital Projects Officer; and
- Troy Lyons – Sport & Recreation Development Co-ordinator.

In addition, to the above officers, representatives from both Parkdale Football Club and Parkdale Cricket Club were also in attendance at the interviews held with shortlisted contractors as observers to the process.
Based on the prior pre-qualification of the contractors, the criteria used to evaluate tenders under Con 17/62 (listed in order of importance) are as follows:-

(i) Tender Price; and
(ii) Methodology and ability to meet required Council timeframe.

Unfortunately, all tender submissions received at the close of tender were in excess of the available budget for the project. As a result, under the guidance of the appointed Probity Advisor, the TEP undertook interviews with the two (2) lowest tenderers in order to seek to negotiate a revised tender price, based on potential savings options that were presented by each contractor for consideration. These include items such as alternatives for:-

- lighting units;
- floor coverings/coatings;
- acoustic ceiling tiles;
- roof insulation;
- wall tiles; and
- concrete pathway finishes.

As a result of the above process, the following final adjusted base scope lump prices have been confirmed by the two short listed contractors:-

<table>
<thead>
<tr>
<th>Adjusted Base Scope Tender Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>in inclusive of all nominated savings and tender Option 1 (excl GST)</td>
</tr>
<tr>
<td>(in lowest to highest order)</td>
</tr>
<tr>
<td>$2,788,182.00</td>
</tr>
<tr>
<td>$3,162,137.00</td>
</tr>
</tbody>
</table>

It is officers’ opinion that the savings identified through the use of alternative products will not reduce the performance and asset life of the facility and this has been verified by Council’s specialist consultants involved in the project design.

In view of this, and based on the revised fixed lump sum offers above, it was recommended at CIS that Council agree to award Contract 17/62 – Cliff Sambell Pavilion Upgrade, Gerry Green Reserve, Parkdale project for the revised lowest fixed lump sum price of $2,788,182.00 (exclusive of GST) to Dura Constructions P/L.

At CIS on 14 August 2017 Councillors also considered the optional items outlined above and supported the additional expenditure of $105,082.00 to accommodate an increase in size of their social room and addition of a new cool room, bringing the total cost of the project to $2,893,264.00.

In addition, Council is also asked to approve the allocation of a separate project contingency allowance, as identified in the attached confidential appendix, and to delegate authority to the CEO (or his nominee) to expend this allowance to expedite the successful implementation of the project.

Council is also recommended to note the project budget framework arising from this report, as set out within paragraph 4.3.1.
4. **Conclusion**

The tenders received have been evaluated and a recommendation is now being made to Council to appoint a building contractor to undertake the construction of a new sports pavilion for the Gerry Green Reserve project. Subject to Council approval, construction will commence during October 2017 and will be completed by October 2018.

Temporary change facilities will be provided through the construction phase to enable the users of the reserve to continue to operate. Once completed, it is envisaged that the new pavilion will encourage greater utilisation of the reserve and will allow existing sporting groups to retain and attract new members.

4.1 **Environmental Implications**

The tendered scope of works has been subject to an Environmental Sustainable Design (ESD) Plan during the design phase.

This has resulted in the project being designed with a degree of ESD initiatives that will help to minimise the facility’s environmental footprint.

4.2 **Social Implications**

The proposed new pavilion will provide modern facilities that meet community demand, are fit-for-purpose and enable greater access for all.

4.3 **Resource Implications**

4.3.1 **Budget**

The project budget for the construction of the new pavilion at Gerry Green Reserve is as follows:

<table>
<thead>
<tr>
<th>Source</th>
<th>2016/17</th>
<th>2017/18</th>
<th>2018/19</th>
<th>2019/20</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capital Budget – (C0263) Pavilion Development Programme - Cliff Sambell Pavilion, Gerry Green Reserve</td>
<td>$179,037</td>
<td>$684,500</td>
<td>$1,665,082</td>
<td>$0</td>
<td>$2,528,619</td>
</tr>
<tr>
<td>Sport and Recreation Victoria Grant</td>
<td>$0</td>
<td>$535,500</td>
<td>$59,500</td>
<td>$0</td>
<td>$595,000</td>
</tr>
<tr>
<td>Parkdale Cricket Club contribution</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$50,000</td>
<td>$50,000</td>
</tr>
<tr>
<td>Parkdale Vultures Football Club contribution</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$50,000</td>
<td>$50,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$179,037</td>
<td>$1,235,000</td>
<td>$1,724,582</td>
<td>$100,000</td>
<td>$3,223,619</td>
</tr>
</tbody>
</table>

4.4 **Legal / Risk Implications**

The main risks around this project arise if Council does not agree to proceed with the project as follows:

(i) Loss of opportunity to renew Council’s ageing infrastructure;
Constrained opportunities to provide appropriate levels of service to the local community;
Reputational and public perception risks associated with failure to deliver a proposed project.

In conclusion, replacing the outdated facilities at Gerry Green Reserve with ones that meet current Australian standards will ensure that the facility is safe, fit for the purpose intended and will enable broader community needs to be met.

Appendices

Appendix 1 - Letter From Gerry Green Reserve Committee - August 2017 (Trim No 17/124544) - Confidential
Appendix 2 - Con 17/62 Tender Evaluation Matrix (Trim No 17/126000) - Confidential
Appendix 3 - Cliff Sambell Pavilion Upgrade, Gerry Green Reserve, Parkdale - Financial Information (Trim No 17/131459)

Author/s: Steve Lewis, Manager Community Buildings
Reviewed and Approved By: Mauro Bolin, General Manager Community Sustainability
9.2

CON 17/62 - CLIFF SAMBELL PAVILION UPGRADE, GERRY GREEN RESERVE, PARKDALE - AWARD OF CONTRACT

1  Cliff Sambell Pavilion Upgrade, Gerry Green reserve, Parkdale - Financial Information ......................................................... 85
# Appendix 3

## 9.2 CON 17/62 - Cliff Sambell Pavilion Upgrade, Gerry Green Reserve, Parkdale - Award of Contract - Cliff Sambell Pavilion Upgrade, Gerry Green reserve, Parkdale - Financial Information

### INCOME AND EXPENDITURE

#### SUMMARY

<table>
<thead>
<tr>
<th>INCOME</th>
<th>16/17</th>
<th>17/18</th>
<th>18/19</th>
<th>19/20</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capital Budget - C0263 PDP Cliff Sambell Pav</td>
<td>$179,037.00</td>
<td>$684,500.00</td>
<td>$1,665,082.00</td>
<td>$</td>
<td>$2,528,619.00</td>
</tr>
<tr>
<td>Sport and Recreation Victoria Grant</td>
<td>$</td>
<td>$</td>
<td>$59,500.00</td>
<td>$</td>
<td>$595,000.00</td>
</tr>
<tr>
<td>PCC contribution</td>
<td>$</td>
<td>$50,000.00</td>
<td>$</td>
<td>$50,000.00</td>
<td></td>
</tr>
<tr>
<td>PVFC contribution</td>
<td>$</td>
<td>$50,000.00</td>
<td>$</td>
<td>$50,000.00</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL BUDGET</strong></td>
<td><strong>$179,037.00</strong></td>
<td><strong>$1,220,000.00</strong></td>
<td><strong>$1,724,582.00</strong></td>
<td><strong>$100,000.00</strong></td>
<td><strong>$3,223,619.00</strong></td>
</tr>
</tbody>
</table>

#### EXPENDITURE

- **Pre-Tender Design Expenses**
  
  Design expenses incurred in 2016/17
  
  $179,037

- **Building Construction Costs Based on Dura Construction P/L Tender Offer**
  
  - Original Lump Sum Tender (agreed base scope) $2,885,945
  - Less nominated cost savings offered by Dura Construction $116,033
  - Revised Base Lump Sum Price $2,769,912
  - Plus Inclusion of Tender Option 1 - new operable walls to male and female change rooms $18,270
  - Plus Inclusion of Tender Option 4 & 5 - extension of social room and new cool room $105,082
  
  **TOTAL PROPOSED CONTRACT SUM** $2,893,264

- **Remaining Post Contract Project**
  
  - Contingency Sum $106,830
  - Building Permit $9,500
  - Consultants Fees (commitments for construction phase) $34,988
  
  **Total Post Contract Project Allowances** $151,318

- **TOTAL PROJECT COST** $3,223,619

- **Overall Budget Position (Income vs expenditure)** 0
RESPONSE TO NOTICE OF MOTION NO. 15/2017 - CR. OXLEY - DOMESTIC / FAMILY VIOLENCE IN THE CITY OF KINGSTON

Purpose

This report responds to Notice of Motion No.15/2017 – Cr. Oxley – Domestic/Family Violence in the City of Kingston dated 3rd May, 2017 where it was required that:

1. Officers provide a report on the incidence and prevalence of Domestic/Family Violence in the City of Kingston.
2. The report is to include/take into consideration:
   a. Relevant Statistics to Kingston and surrounding municipalities.
   b. Relevant research into the correlation between the number of liquor outlets in the area and the incidence of family/domestic violence.
   c. Relevant steps and actions taken by Kingston and surrounding municipalities to address this issue.
   d. Recent Royal Commission findings.
   e. Recommendations on how Kingston can provide further support to those in domestic/family violence situations.
   f. Relevant Local Government campaigns to address Domestic Violence like the “Safer Families, Better Communities” campaign from the Local Government Association of Queensland.

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 notes the initial working draft and that a Preventing Violence Against Women Action Plan is to be developed and presented to Council for consideration at a future meeting.

1. Background

   Family Violence is the most pervasive form of violence perpetrated against women in Victoria. Family Violence is sometimes described as intimate partner violence, domestic violence, spousal abuse, or violence against women and their children. Family Violence is a term used to describe abusively controlling behaviours in a relationship. These controlling and abusive behaviours can be physical, sexual, verbal, emotional, psychological, financial, social or spiritual.
While men and women can be perpetrators or victims of family violence, the overwhelming majority of perpetrators are men and victims are women and children. The causes of family violence are complex and include gender inequality and community attitudes towards women. Contributing factors may include financial pressures, alcohol and drug abuse, mental illness and social and economic exclusion.

Violence against women and their children is prevalent, serious and preventable. As such, it is considered a critical public health and safety issue in Australia where one in three women experience physical and/or sexual violence perpetrated by someone known to them. Given the high numbers of reported family violence incidents in Australia, and the Victorian Coroners Court showing that in 2016 a woman or a child was killed on average every 12 days, the Victorian Government launched its first Royal Commission into Family Violence in 2015. This Commission was established to assess the scale and impact of family violence crime in Victoria and was tasked with finding solutions to:

- Prevent family violence;
- Better support victim survivors; and
- Make perpetrators accountable.

The Commission held 25 days of public hearings; commissioned research; and conducted community conversations with over 800 Victorians. It also received almost 1,000 written submissions. In 2016, the Victorian Government announced a $572 million family violence package based on recommendations from the Commission.

The Royal Commission made it clear that preventing and responding to family violence is highly complex and that there is no single or easy solution. The Royal Commission called for a response that is long term, requires all parts of government to work together, and involves the entire community.

1.1 Commonwealth Government

The Commonwealth Government has produced two key documents to guide the national approach to address family violence:

1. The ‘National Plan to Reduce Violence against Women and their Children 2010-2022.’
   
   This document brings together the efforts of governments across the nation to make a real and sustained reduction in the levels of violence against women;

2. ‘Change the Story: A shared framework for the primary prevention of violence against women and their children in Australia.’
   
   This framework presents evidence and a conceptual approach for preventing violence against women and their children in Australia. Its central tenet is that ‘gender inequality is the core of the problem and is the heart of the solution’.

The Australian Government refers to ‘gender inequality’ as unequal outcomes for men and women. ‘Gender equity’ refers to the process of being fair to women and men by taking into consideration women’s historic and social disadvantage when developing strategies to achieve gender equality. Equality is concerned with outcomes, and equity is concerned with process.
1.2 Victorian Government’s approach to address family violence

The Victorian Government has commenced the “Victoria against Violence” campaign based on the recommendations of its Royal Commission into Family Violence and the following strategic documents:

1. ‘Safe and Strong: A Victorian Gender Equality Strategy’
   This provides a framework to reduce violence against women and deliver gender equality.

2. ‘Ending Family Violence: Victoria’s Plan for Change’
   This outlines how the State Government intends to implement the 227 recommendations of the Victorian Royal Commission into Family Violence to build a future where all Victorians live free from family violence, where women and men are treated equally and respectfully. The Plan was recommended by the Royal Commission and focuses on ending deaths and keeping children safe; supporting victim survivors and stopping them falling into homelessness; building strong and resilient families; and ensuring perpetrators are held to account and are brought to justice. The Plan also focuses on changing community attitudes towards women, particularly as family violence is primarily a male perpetrated crime, and women are overwhelmingly its victims.

3. ‘Free From Violence: Victoria’s strategy to prevent family violence and all forms of violence against women’
   This strategy provides a more detailed response to the recommendations of the Victorian Royal Commission and fulfills recommendation 187:

   **Recommendation 187** - The Victorian Government ensure that the Commission’s recommended State-wide Family Violence Action Plan includes a primary prevention strategy [within 12 months] that should: be implemented through a series of three-year action cycles refer to actions to be taken and be accompanied by performance measures guide and be guided by the Victorian Government’s Gender Equality Strategy be supported by dedicated funding for family violence primary prevention.

1.3 Kingston City Council

1.3.1 Southern Melbourne Primary Care Partnership

Due to the significant impact of family violence on the Kingston community, Council in June 2016 became a signatory to the Southern Melbourne Primary Care Partnership’s Statement of Commitment that outlines a range of principles and actions to prevent family violence and improve gender equity across the region. (Appendix 1).

1.3.2 Women’s Health in the South East’s Regional Strategy

Council has supported Women’s Health in the South East’s Southern Metropolitan Regional Strategy for the Prevention of Violence Against Women and their Children. (Appendix 2).

2 Discussion

The following information relates to each of the areas of information requested in the Notice of Motion.
2.1 Relevant statistics to Kingston and surrounding municipalities

The key family violence statistics relating to Kingston and surrounding municipalities follows:

Incidence of family violence

The incidence of family violence in Kingston, recorded by Victoria Police, has steadily increased from 1,197 incidents in 2012 to 1,517 in 2016 as shown in Table 1 that also shows comparable data with other local governments in the region.

Table 1: Family incidents recorded by police region and local government area - January 2012 to December 2016

<table>
<thead>
<tr>
<th>Southern Metro Region</th>
<th>Jan - Dec 2012</th>
<th>Jan - Dec 2013</th>
<th>Jan - Dec 2014</th>
<th>Jan - Dec 2015</th>
<th>Jan - Dec 2016</th>
<th>% change 2015 - 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cardinia</td>
<td>1,099</td>
<td>1,212</td>
<td>1,222</td>
<td>1,462</td>
<td>1,373</td>
<td>-6.1%</td>
</tr>
<tr>
<td>Mornington Peninsula</td>
<td>1,491</td>
<td>1,710</td>
<td>1,893</td>
<td>1,973</td>
<td>2,027</td>
<td>2.7%</td>
</tr>
<tr>
<td>Bayside</td>
<td>509</td>
<td>484</td>
<td>596</td>
<td>615</td>
<td>653</td>
<td>6.2%</td>
</tr>
<tr>
<td>Kingston</td>
<td>1,197</td>
<td>1,326</td>
<td>1,313</td>
<td>1,418</td>
<td>1,517</td>
<td>7.0%</td>
</tr>
<tr>
<td>Port Phillip</td>
<td>835</td>
<td>817</td>
<td>891</td>
<td>1,050</td>
<td>1,133</td>
<td>7.9%</td>
</tr>
<tr>
<td>Stonnington</td>
<td>573</td>
<td>677</td>
<td>625</td>
<td>646</td>
<td>706</td>
<td>9.3%</td>
</tr>
<tr>
<td>Frankston</td>
<td>2,286</td>
<td>2,247</td>
<td>2,483</td>
<td>2,553</td>
<td>2,850</td>
<td>11.6%</td>
</tr>
<tr>
<td>Glen Eira</td>
<td>680</td>
<td>777</td>
<td>878</td>
<td>876</td>
<td>990</td>
<td>13.0%</td>
</tr>
<tr>
<td>Casey</td>
<td>3,336</td>
<td>3,571</td>
<td>3,840</td>
<td>3,959</td>
<td>4,650</td>
<td>17.5%</td>
</tr>
<tr>
<td>Greater Dandenong</td>
<td>2,062</td>
<td>2,258</td>
<td>2,093</td>
<td>2,109</td>
<td>2,482</td>
<td>17.7%</td>
</tr>
<tr>
<td>Total Southern Metro Region</td>
<td>14,068</td>
<td>15,079</td>
<td>15,744</td>
<td>16,661</td>
<td>18,381</td>
<td>10.3%</td>
</tr>
</tbody>
</table>

Kingston’s rates of family violence compared with nearby Local Governments

Incidents of family violence are analysed per 100,000 populations, thus enabling comparisons with neighbouring municipalities. On this basis, between 2015-2016, the rate of family violence in Kingston increased 5.9% and is the 6th largest increase within the 10 metropolitan regional municipalities that are listed in Table 2 below:

Table 2: Family Violence incident rate per 100,000 population by local government area in the Southern Region - January 2012 to December 2016

<table>
<thead>
<tr>
<th>Southern Metro Region</th>
<th>Jan - Dec 2012</th>
<th>Jan - Dec 2013</th>
<th>Jan - Dec 2014</th>
<th>Jan - Dec 2015</th>
<th>Jan - Dec 2016</th>
<th>% change 2015 - 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cardinia</td>
<td>1,370.5</td>
<td>1,443.2</td>
<td>1,404.0</td>
<td>1,808.6</td>
<td>1,436.1</td>
<td>-10.7%</td>
</tr>
<tr>
<td>Mornington Peninsula</td>
<td>988.5</td>
<td>1,124.2</td>
<td>1,231.2</td>
<td>1,272.8</td>
<td>1,284.6</td>
<td>0.9%</td>
</tr>
<tr>
<td>Stonnington</td>
<td>566.3</td>
<td>656.7</td>
<td>589.9</td>
<td>598.5</td>
<td>629.7</td>
<td>5.2%</td>
</tr>
<tr>
<td>Bayside</td>
<td>524.8</td>
<td>492.5</td>
<td>596.5</td>
<td>607.0</td>
<td>641.1</td>
<td>5.6%</td>
</tr>
<tr>
<td>Kingston</td>
<td>797.9</td>
<td>875.1</td>
<td>858.0</td>
<td>917.9</td>
<td>972.5</td>
<td>5.9%</td>
</tr>
<tr>
<td>Port Phillip</td>
<td>831.7</td>
<td>797.9</td>
<td>850.1</td>
<td>980.1</td>
<td>1,048.6</td>
<td>7.0%</td>
</tr>
<tr>
<td>Frankston</td>
<td>1,735.1</td>
<td>1,684.1</td>
<td>1,840.6</td>
<td>1,877.6</td>
<td>2,071.9</td>
<td>10.3%</td>
</tr>
</tbody>
</table>
Trim: IC17/1276

Violent Offences by Gender

As identified in the Royal Commission, gender inequality is at the core of family violence and this gendered nature of family violence is reflected in Victoria Police statistics for Kingston. Table 3 below shows that between 2010 and 2016 women in Kingston were 290% more often victims than men:

Table 3: Family-related Violent Offences by Gender in Kingston

<table>
<thead>
<tr>
<th></th>
<th>Jan - Dec 2012</th>
<th>Jan - Dec 2013</th>
<th>Jan - Dec 2014</th>
<th>Jan - Dec 2015</th>
<th>Jan - Dec 2016</th>
<th>% change 2015 - 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Glen Eira</td>
<td>488.4</td>
<td>549.6</td>
<td>547.2</td>
<td>598.8</td>
<td>668.7</td>
<td>11.7%</td>
</tr>
<tr>
<td>Casey</td>
<td>1,246.5</td>
<td>1,299.3</td>
<td>1,355.9</td>
<td>1,354.8</td>
<td>1,549.1</td>
<td>14.3%</td>
</tr>
<tr>
<td>Greater Dandenong</td>
<td>1,428.8</td>
<td>1,540.5</td>
<td>1,400.3</td>
<td>1,380.8</td>
<td>1,591.9</td>
<td>15.3%</td>
</tr>
<tr>
<td>Total Southern Metro Region</td>
<td>1,032.5</td>
<td>1,086.7</td>
<td>1,111.8</td>
<td>1,153.8</td>
<td>1,247.8</td>
<td>8.1%</td>
</tr>
</tbody>
</table>

The rate of offences among females in Kingston is 290 per cent that among Males in Kingston
While the above tables are based on Victoria Police data, family violence is well known to be under-reported to Police. A recent data collection project that captured data across the southern metropolitan region found that only a quarter of those attending support services had come in contact with Victoria Police. This suggests that at least three quarters of those experiencing family violence are not being captured in Victoria Police statistics.

2.2 Relevant research into the correlation between the number of liquor outlets in the area and the incidence of Family/Domestic Violence.

La Trobe University’s Judith Lumley Centre for Family Health Research and the Centre for Alcohol Policy and Research
La Trobe University’s Judith Lumley Centre for Family Health Research and the Centre for Alcohol Policy and Research has stated in one of its submissions that alcohol misuse is a real and constant risk factor for domestic and family violence. Reducing the availability of alcohol to minimise harm associated with alcohol misuse and specifically adopting reforms to the licensing process recommended by the Alcohol Policy Coalition is a key recommendation being proposed to government.

Alcohol related statistics
Alcohol contributes to an estimated 50.3 per cent of all partner violence in Australia, and 73 per cent of physical assaults by a partner. Alcohol-related family and domestic violence in Victoria attended by police has increased in recent years (2003-2012) from 15 to 23 incidents per 10,000 people and this figure likely to be significantly higher due to the under-reported nature of domestic violence cases.

Even though there are strong links between the consumption of alcohol and family violence, the Australian and Victorian governments have clearly identified gender inequity as the primary cause of family violence. That is, alcohol consumption in itself is not causing family violence but rather it impacts the frequency and severity of family violence. Alcohol advertising and its easy availability does reinforce attitudes and gender stereotypes including potent representations of dominant forms of masculinity that contribute to the gender inequity that is the primary cause of family violence.

Recent Municipal Association of Victoria (MAV) Forum
At a recent ‘Alcohol, Gambling and Family Violence Forum’ hosted by the MAV, a La Trobe University presented research revealed that multiple Australian studies have identified links between alcohol consumption and family violence as indicated in the following statistics:

- 5 in 10 Australian women reported that alcohol or other drugs contributed to the most recent incident of physical assault from a male;
- 40% of females experienced alcohol-related physical violence in intimate relationships compared with 11% of males;
- 50% of partner violence is alcohol-related; and
- 1 in 3 recent incidents of family violence were alcohol-related.
South East Councils Alliance's Packaged Liquor Project

In an effort to explore the association between family violence and alcohol consumption, Council partnered with the South East Councils Alliance - Packaged Liquor Project. This partnership funded the collation of data to identify any association between family violence and packaged liquor outlets. Utilising data available in 2013, the study found that suburbs with the highest rates of recorded alcohol-related family violence contained 1.3 more bars and 1.4 more packaged liquor outlets in their areas and had nearly twice the packaged liquor floor space. This suggests a correlation between increases in alcohol-related family violence and the number and size of bars and packaged liquor outlets in an area.

The study showed that no Kingston suburbs were in the top 10% of suburbs with the highest rates of alcohol-related family violence. However, Mentone and Parkdale were among the suburbs with the greatest access to packaged liquor floor space within a five minute drive or less; and Moorabbin was in the top 10% of highest recorded offences.

The findings of the South East Council's Alliance Packaged Liquor Project are recorded in Council’s internal records system referenced in Appendix 3.

2.3 Relevant steps and actions taken by Kingston and surrounding municipalities to address family violence

Council has commitments within its Public Health and Wellbeing and Community Safety Action plans to improving the health and safety of the Kingston community. To address family violence, Council has developed various initiatives and partnerships. Council has also funded various family violence sector organisations and key experts, women's health organisations and other advocacy and advisory bodies to help build a community based on equality and respect.

2.3.1 Council’s initiatives

Council Plans enabling actions to address Family Violence

Kingston’s 2013-2017 Public Health and Wellbeing Plan includes the following relevant action:

2.1.9 Promote gender equity, equality and respectful relationships in community settings through the implementation of health and wellbeing initiatives.

Kingston’s 2013-2017 Community Safety Strategy includes the following relevant objective:

3.1 To reduce the incidence of domestic violence in Kingston.

Initiatives implemented to address these objectives within Kingston for the community include:

- Facilitating a Kingston Prevention of Violence Against Women Working Group;
- Developing Family Violence Awareness Posters distributed in public toilets and sporting facilities;
- Creating ‘Help Draw the Line’ campaign and videos that challenge violence supportive attitudes in the workplace and raising awareness of intersectional factors by focusing on multicultural communities and people with disabilities;
Delivering primary prevention family violence initiatives through local area partnerships, including: undertaking actions under the Southern Melbourne Primary Care Partnership’s ‘Statement of Commitment’ that outlines a range of principles and actions to prevent family violence and improve gender equity across the region; supporting Women’s Health In the South East’s Southern Metropolitan Regional Strategy for the Prevention of Violence Against Women and their Children; and participating on the Southern Metropolitan Regional Management Forum’s Family Violence Working Group. Recent projects delivered by the Family Violence Working Group include:

- Establishing a Statement of Commitment;
- Sponsoring the ‘Equal, Safe and Strong Project’ – a school education, training and policy development pilot;
- Undertaking a ‘16 Days of Activism’ media campaign; and
- Facilitating a regional contribution to the ‘One Million Stars to End Family Violence’ community awareness project.

Utilising books that challenge gender stereotypes in story time at Council’s libraries;

Promoting the International Women’s Day and the International Day for the Elimination of Violence Against Women (also known as White Ribbon Day) with an event involving lighting up the Arts Centre Clock in Orange and supporting the White Ribbon Walk at Federation Square;

Developing a workplace e-learning training module funded by the Municipal Association of Victoria;

Partnering with the South East Metropolitan Councils Alliance in undertaking research to identify links between family violence and packaged liquor outlets, and developing a strategy to amend the planning scheme which would enable local councils to have a greater say in assessing packaged liquor license applications;

Supporting the women’s refuge Emerge and its children’s art therapy program for children from families experiencing family violence through Council’s Community Grants program; and

Assessing community members engaged with relevant Council services to determine their safety at home and making appropriate referrals.

2.3.2 Surrounding Municipalities

Surrounding Councils are partners in the Southern Melbourne Primary Care Partnership’s Statement of Commitment and support the Women’s Health In the South East’s Southern Metropolitan Regional Strategy for the Prevention of Violence Against Women and their Children.

The surrounding Councils contribute to a number of family violence initiatives through these partnerships, all of which have been outlined above. All Councils are also including family violence actions in their next Public Health and Wellbeing Plans and have undertaken preventative initiatives similar to Kingston, such as public education campaigns and training opportunities. Some examples of family violence initiatives from surrounding municipalities, that include actions within their organisations and some community focussed actions, are:
City of Kingston
Ordinary Meeting of Council
Agenda 28 August 2017

- Bayside City Council that is producing a Gender Equity Strategy, establishing a working group to drive the development of the Strategy and is undertaking organisational White Ribbon Accreditation;
- The City of Greater Dandenong has an internal Family Violence committee, hosts a Walk Against Family Violence each year, and partnered with Casey, Cardinia, and Monash Health to deliver the Department of Justice funded ‘Challenge Family Violence Project’ which involved recruiting community leaders to address the underlying causes of family violence;
- Frankston City Council participated in the ‘One Million Stars to End Violence’ campaign;
- The City of Monash has a Gender Equity Strategy and Action Plan, a gender equity advisory committee, and has established a full-time gender equity officer position; and
- The City of Stonnington supports White Ribbon activities and the ‘Say No to Violence’ campaign.

2.4 Recent Victorian Royal Commission findings
The Victorian Royal Commission into Family Violence made 227 recommendations; all of which have been adopted by the Victorian Government. The following recommendations will either be addressed by Council through new or existing plans, policies or reporting requirements or otherwise impact the practices of Council. These recommendations include:

Recommendation 93 - The Victorian Government ensure that the terms of reference of the current review of the Liquor Control Reform Act 1998 (Vic) consider family violence and alcohol-related harms. The review should involve consultation with people who have expertise in the inter-relationship between family violence and alcohol use.

Recommendation 94 - The Victorian Government amend section 26 of the Public Health and Wellbeing Act 2008 (Vic) - which requires that councils prepare a municipal public health and wellbeing plan - to require councils to report on the measures the council proposes to take to reduce family violence and respond to the needs of victims. Alternatively, the Victorian Government could amend section 125 of the Local Government Act 1989 (Vic) - which requires each council to prepare a council plan - to require councils to include these measures in their council plan (rather than their health and wellbeing plans) [within 12 months].

Recommendation 190 - The Victorian Government ensure that the inclusion of family violence leave in all public sector enterprise agreements is accompanied by access to suitable support services and referrals, as well as adequate planning, training and resources to equip managers and human resources staff to communicate and implement the leave entitlements.
**Recommendation 192** - On receipt of Our Watch’s Workplace Equality and Respect Project final report, the Victorian Government should: begin implementing best-practice workplace programs in all public sector workplaces in order to: enable them to build respectful and gender equitable cultures ensure that they have suitable policies for family violence victims provide adequate responses to and not allow for collusion with family violence perpetrators build skills and support staff in taking bystander action support the maintenance of the project’s proposed web-based portal or database of program models, tool kits, training resources and packages for application and use in all workplaces review and report on options for using existing regulatory frameworks and government procurement policies to support all Victorian employers in implementing best-practice family violence policies [within 12 months of receipt of the final report].

Council is currently implementing Recommendation 94 of the Royal Commission into Family Violence through the development of the draft 2017-2021 Public Health and Wellbeing Plan. Council has also commenced the implementation of Recommendation 190 with the establishment of Family Violence leave provisions for employees.

**2.5 Recommendations on how Kingston can provide further support to those in domestic/family violence situations**

Council has been active in raising awareness of family violence in Kingston and plans are in place to continue to provide further support to those in family violence situations through new initiatives drafted in Kingston’s 2017-2021 Public Health and Wellbeing Plan. While Council has addressed domestic violence as a work place initiative, and this will continue, Council has focussed on community initiatives that will reduce the incidents of family violence.

In line with the Victorian Government Public Health Plan and the recommendations from the Victorian Royal Commission, addressing family violence will be a key priority in Kingston’s Public Health and Wellbeing Plan and associated Action Plan. Included in this Action Plan are organisational and community preventative measures that have considered family violence data, relevant government policies and legislation, consultation with key stakeholders including the Kingston community, and the Municipal Association of Victoria’s ‘Family violence and municipal public health and wellbeing planning guidance for local government’. The initiatives in the Action plan follow:

<table>
<thead>
<tr>
<th>We will</th>
<th>Council’s role</th>
<th>Lead Council Team</th>
<th>Timeframe</th>
</tr>
</thead>
<tbody>
<tr>
<td>Build upon Council’s poster and video campaign with a media campaign that challenges dismissive attitudes towards violence in Kingston.</td>
<td>Community Promotion</td>
<td>Community Wellbeing</td>
<td>Year 1</td>
</tr>
<tr>
<td>Consider undertaking a diversity audit of the organisation to collect baseline data on matters such as: gender, racial, disability, age, sexual orientation; and develop strategies for each business area to improve equity across Council’s policies, processes and services to the community.</td>
<td>Organisational Audit</td>
<td>Social Development</td>
<td>Year 3 &amp; 4</td>
</tr>
</tbody>
</table>
In addition to Council’s existing and new initiatives from the Public Health and Wellbeing Plan to support those in domestic situations, Council officers will monitor external funding opportunities to support new initiatives in Kingston.

### 2.6 Relevant local government campaigns to address domestic violence like the ‘Safer Families, Better Communities’ campaign from the Local Government Association of Queensland

Local Government Campaigns that Kingston City Council has been involved with

<table>
<thead>
<tr>
<th>Initiative</th>
<th>Organisational</th>
<th>Governance</th>
<th>Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Incorporate Kingston’s ‘Help Draw the Line’ videos and OurWatch ‘Let’s change the story’ video into organisational induction processes.</td>
<td>Organisational</td>
<td>Governance</td>
<td>Year</td>
</tr>
<tr>
<td>Work with community leaders to build their capacity and challenge cultural attitudes to family violence.</td>
<td>Community Training</td>
<td>Social Development</td>
<td>Years 1 - 4</td>
</tr>
<tr>
<td>Continue to partner in the South East Metro Council’s Alliance packaged liquor project to demonstrate links between packaged liquor and family violence incidents, and advocate for change to the state planning scheme.</td>
<td>Community Advocacy</td>
<td>Social Development</td>
<td>Years 1 - 4</td>
</tr>
<tr>
<td>Ensure Council communications about domestic violence adhere to the following guidelines:</td>
<td>Community Communication</td>
<td>Communications</td>
<td>Year 1 - 4</td>
</tr>
<tr>
<td>- Eliminating Violence Against Women Media Awards – Responsible Reporting Guidelines for Journalists</td>
<td>Community Communication</td>
<td>Communications</td>
<td>Year 1 - 4</td>
</tr>
<tr>
<td>- Our Watch: Reporting on Domestic Violence</td>
<td>Community Communication</td>
<td>Communications</td>
<td>Year 1 - 4</td>
</tr>
<tr>
<td>- Victorian Government: Gender Portrayal Guidelines.</td>
<td>Community Communication</td>
<td>Communications</td>
<td>Year 1 - 4</td>
</tr>
<tr>
<td>Apply a ‘diversity lens’ to images used in Council publications and online material.</td>
<td>Community Communications</td>
<td>Communications</td>
<td>Years 1 – 4</td>
</tr>
<tr>
<td>Encourage community organisations, sporting clubs and businesses to implement gender equity training and policies in their organisations.</td>
<td>Community Training and Capacity Building</td>
<td>Social Development</td>
<td>Years 1 – 4</td>
</tr>
</tbody>
</table>

2.6.1 United Nations ‘16 Days of Activism’

The ‘16 Days of Activism’ is an international awareness raising campaign that occurs each year between the 25th November and 10th December. Council works in partnership with the Southern Melbourne Primary Care Partnership and Women’s Health in the South East to promote the campaign. In 2016, these partnerships designed coffee cups with messages that challenged misconceptions about family violence. Council distributed the coffee cups to the Cheltenham office meeting rooms and two participating cafés in Kingston. The cups were supported by small referral cards. Posters were also placed in Cheltenham and Mentone Offices.
During the ‘16 Days of Activism’ the Victorian Government also ran the ‘Victoria Against Violence’ campaign with the theme of the colour orange. This campaign was supported by Council by lighting up the Kingston Arts Centre clock in orange.

Plans to expand this project and build community awareness of the ‘16 Days of Activism’ are underway for 2017.

2.6.2 ‘One Million Stars to End Violence’

‘One Million Stars to End Violence’ is a global campaign commenced in 2012 by Maryann Talia Pau as her personal response to the widely reported rape and murder of Jill Meagher. The campaign involves organising community members to fold stars out of ribbons and these will be collated and displayed in an art installation at the 2018 Commonwealth Games. Council joined the campaign with other local governments in the region and Council’s promotion of the campaign has encouraged the folding of Stars by many Kingston community members.

2.6.3 Kingston City Council’s ‘Help Draw the Line’ campaign

Kingston’s ‘Help Draw the Line’ campaign is one specifically designed for the Kingston municipality. It involved the production of three videos to raise awareness about family violence. Each video targeted a specific audience: one targeted multicultural communities, one targeted workplaces and one targeted people with disabilities. There is opportunity to build upon the delivery of Kingston’s Help Draw the Line campaign with further promotion. Promotion could include posters, banners, flags, decals on public infrastructure, and public viewings of the videos and a shortened version of the Workplace video that has already been created.

Other Available Campaigns

2.6.4 ‘Safer Families, Better Communities’, Local Governments in Queensland

‘Safer Families, Better Communities’ was a media campaign in 2015 that involved Mayors and Councillors from municipalities in Queensland holding rallies in local areas to condone violence supportive attitudes. The campaign used the social media hashtag #SaferFamilies to spread the message of generating state-wide solidarity in addressing family violence.

2.6.5 ‘Generating Equality and Respect’, VicHealth

This $1million, three year program was funded by VicHealth and piloted as a new model to promote equal and respectful relationships between men and women in Clayton. The program was delivered between 2012-2015 in partnership between Monash City Council, the Victorian Health Promotion Foundation (VicHealth) and MonashLink Community Health Service.

2.6.6 White Ribbon Oath, White Ribbon Australia

Some Councils, such as Port Phillip and Stonnington, have used the White Ribbon Oath as a community campaign mechanism. The City of Port Phillip developed Youtube videos of staff taking the white ribbon Oath called ‘Say No to Violence’ and ‘Staff take the Oath for White Ribbon Day’.
2.6.7 White Ribbon Workplace Accreditation, White Ribbon Australia
Workplaces can undergo accreditation with the White Ribbon organisation. This accreditation targets adults via their employer to raise awareness of and enhance positive action to help stop violence against women. The Workplace Accreditation Program targets men and women and empowers them as active bystanders to ‘be the change’. Systems, policies and procedures are refined and/or introduced to support all employees to effectively prevent and respond to the issue of violence in their workplace. This accreditation process is cumbersome, resource intensive and requires a $24k application fee. As such, Council’s attention has focused more on external community campaigns whilst adopting the ‘White ribbon’ principles within internal organisational actions.

2.6.8 St Kilda Legal Service’s Family Violence Video
St Kilda Legal Service has been campaigning on Family Violence including a video aimed at conveying family violence prevention messages to young people.

2.6.9 OurWatch Campaigns, including ‘The Line’ and ‘Change the Story’
OurWatch is a not-for-profit organisation established to drive nationwide change in the culture, behaviours and power imbalances that lead to violence against women and their children.

‘The Line’ is a primary prevention behaviour change campaign delivered by Our Watch for young people aged 12 to 20 years. ‘The Line’ is an initiative under the National Plan to Reduce Violence against Women and their Children 2010 - 2022 and is funded by the Australian Government.

‘Change the Story’ aims to change the story that currently sees a woman murdered across the country every week by a current or former partner. The campaign delivered by Our Watch asserts that we can choose a future where women and their children live free from violence and that violence against women and their children is preventable.

Links to further information about these campaigns and the strategic documents referenced in this report are listed in Appendix 3.

Conclusion
This report provides information about family violence and its key driver, gender inequality, for the Kingston municipality and the Southern Region. It also provides an overview of the strategies and initiatives that Council is implementing within the community and Council as a workplace to address family violence. Ongoing collaboration at local, regional and state government levels and with family violence services is essential to raise awareness, improve understanding, and reduce the incidence of family violence in the Kingston community.
Appendices

Appendix 1 - Community Safety - Family Violence - SMPCP - Statement of Commitment (Trim No 17/1579)

Appendix 2 - Community Safety - WHISE - Strategic Plan - Preventing Violence Together - A Strategy for the Southern Metropolitan Region 2016-2021 (Trim No 16/46088)

Appendix 3 - Community Safety - Family Violence Resources (Trim No 17/105455)

Author/s: Gillian Turnbull, Community Wellbeing Officer
Reviewed and Approved By: Jihan Wassef, Team Leader Community Engagement
Tim Bearup, Manager Libraries & Social Development
Mauro Bolin, General Manager Community Sustainability
9.3
RESPONSE TO NOTICE OF MOTION NO. 15/2017 - CR. OXLEY - DOMESTIC / FAMILY VIOLENCE IN THE CITY OF KINGSTON

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2 Community Safety - WHISE - Strategic Plan - Preventing Violence Together - A Strategy for the Southern Metropolitan Region 2016-2021 ................................................................. 105
3 Community Safety - Family Violence Resources....................... 119
Southern Melbourne Primary Care Partnership
Prevention of Violence against Women and their children
Statement of Commitment

Our commitment:

As a member of the Southern Melbourne Primary Care Partnership we are committed to providing leadership in preventing violence against women and their children in order to create a safe, inclusive and respectful community.

We support the following principles:

- All women and their children have the right to live free from violence and feel safe and respected within their relationships, workplaces and community.
- Preventing violence against women and their children and developing a culture of equity and respect is everyone’s responsibility.
- All men have an important role to play in preventing violence against women.
- All women and men have the right to opportunities for equal participation in public and private life.
- The causes of violence are consistently articulated as gender inequality and the adherence to rigid gender roles.
- Safety is a fundamental human right. Everyone – regardless of their age, gender, sexual orientation, race, culture, disability, religious and spiritual belief or location – has a right to be safe and live in a society that is free from violence.
- Effective partnerships between government agencies, non-government organisations and the community will lead to greater gender equity and challenge the attitudes and behaviours that allow violence to occur.

We will:

- Promote and support initiatives which increase awareness and knowledge of violence against women and their children in the community.
- Demonstrate leadership in the primary prevention of violence against women and their children.
- Champion ‘whole of community’ approaches to raising awareness and responding to opportunities to promote respectful relationships.
- Encourage respectful relationships between all members of the community and promote the rights of everyone to live free from violence.
- Raise employee and community awareness of the causes and consequences of violence against women and their children.
- Provide an inclusive and equitable working environment.
- Advocate for gender equity in planning, decision-making and service delivery across our organisation.

Signed:                                           Date:

Chief Executive Officer

________________________________________________________________________

Organisation:
Appendix 2

9.3 Response to Notice of Motion No. 15/2017 - Cr. Oxley

Domestic / Family Violence in the City of Kingston

Community Safety

WHISE

Strategic Plan

Preventing Violence Together - A Strategy for the Southern Metropolitan Region 2016-2021

Acknowledgements

Recognising Violence Together - A Strategy for the Southern Metropolitan Region has been developed in collaboration with the organisations across the Southern Metropolitan Region. This document has been enabled by the strong partnership between organisations across the Southern Metropolitan Region.

We acknowledge and thank the Victorian Government of Victoria and the Victorian Department of Health and Human Services for funding the development of this strategy, and the ongoing support of the Minister for Women, Richard Di Natale, Minister for Prevention of Family Violence and Minister for Women.

We also wish to acknowledge and thank the following organisations for the guidance and advice provided during the development of this strategy:

- Bayside City Council
- Botanic Gardens and National Parks
- City of Kingston
- City of Casey
- City of Greater Dandenong
- City of Port Phillip
- City of Whittlesea
- Sexuality and the Law
- Victorian Health Promotion Foundation (VHPF)
- Victorian Mental Health Commission
- Victorian Government's Department of Health and Human Services
- Western Metropolitan Primary Health Network
- WHISE

Appendix 2

9.3 Response to Notice of Motion No. 15/2017 - Cr. Okevy - Domestic / Family Violence in the City of Kingston - Community Safety - WHISE Strategic Plan - Preventing Violence Together - A Strategy for the Southern Metropolitan Region 2016-2021

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Foreword

"Preventing Violence Together - A Strategy for the Southern Metropolitan Region" has been developed to enable organisations in our region to collectively prevent violence against women and their children. Violence against women is an urgent public health and human rights issue worldwide that has devastating impacts. A growing body of evidence indicates that violence against women and their children is preventable, serious and preventable. The vision of Women’s Health in the South East (WHISE) is for women and their children in the Southern Metropolitan Region to live free from violence.

The role and purpose of this Strategy is to explain the causes of violence against women and their children, and make a clear case for collective action. It has been developed using a collaborative and consultative approach, and all organisations in the Southern Metropolitan Region who commit to this Strategy can be confident that by working together, we can make a real impact on the prevention of violence against women in our region.

I urge all organisations to engage with the Preventing Violence Together Strategy and build your organisation’s capacity in this important area. At WHISE, we look forward to working together with you to bring this Strategy to life by agreeing on priorities, and developing and implementing action plans.

Collectively, we can make a significant difference in the lives of women and their children in the Southern Metropolitan Region.

Susan Glasgow
CEO
Women’s Health in the South East (WHISE)
Appendix 2

9.3 Response to Notice of Motion No. 15/2017 - Cr. Oxley - Domestic / Family Violence in the City of Kingston

Violence against women is an urgent public health and human rights issue. In Australia one in four women has experienced physical or sexual violence from a current or ex-partner since the age of 16. Violence against women has far-reaching and devastating social, health and economic impacts – but is preventable.

The term ‘violence against women’ is any act of gender-based violence that causes or could cause physical, sexual or psychological harm or suffering to women, including threats of harm or coercion, in public or in private life. It is predominately recognised as behaviours intended to control power and control over women, and/or instil fear. This violence includes physical, emotional, economic, social, sexual and spiritual violence.

‘Preventing Violence Together - A Strategy for the Southern Metropolitan Region’ (the Strategy) is a five-year primary prevention strategy with the vision to create a region where women have equality and respect – and where women and their children live free from violence. We use the term Prevention of Violence Against Women and their Children (PVAW/C) throughout this Strategy document as it reflects the gendered nature of the violence, and encapsulates many commonly used terms describing male perpetrated violence against women, domestic violence, family violence, intimate partner violence, and sexual assault. The primary focus of this Strategy is in preventing violence against women and children with consideration of the flow-on effects to their children.

The Strategy adopts a primary prevention approach – a public health approach that seeks to prevent violence before it occurs through addressing the underlying causes of violence against women and their children. Effective primary prevention approaches to PVAW/C are sector-of-population strategies, as well as those that are tailored to the needs of particular communities and groups. Approaches such as these are distinct from responses to existing violence such as crisis counselling, police protection or men’s behavioural change programs, as well as from emergency intervention activities such as working with at-risk young people or families.

The Strategy is the result of a collaborative process with 25 organisations in the Southern Metropolitan Region. We recognise that the long-term cultural change necessary to eliminate men’s violence against women requires a consistent, collaborative and long-term approach. The Strategy recognises that successful primary prevention initiatives are implemented across sectors and settings, using mutually reinforcing strategies.

This Strategy is designed as a mechanism to coordinate combined and consistent activity across all participating organisations in the region. This will promote mutually reinforcing messaging and practice, as well as ensure reach across systems and sectors, rather than being limited to single communities, organisations or projects. By working together, this Strategy will enable all signatory organisations to benefit from increased coordination and collaboration, capacity building, and funding opportunities to further extend and integrate PVAW/C work across the region, and to coordinate advocacy efforts that harness the collective influence and expertise of all. Most importantly, it will ensure that we are coordinating initiatives to achieve a mutually reinforcing effort towards PVAW/C in the region.

Implementation of the Strategy will take a well-coordinated, evidence-based approach to prevent violence against women and their children.

Leadership through partnerships

Organisational Transformation

Influencing Evidence

Sustaining Momentum

A strategy for the Southern Metropolitan Region 2016-2021

Architecture

Leadership through partnerships

Objectives

1. To increase baccalaureate nominating partners’ engagement to PVAW/C across the SMR
2. To maximise collaborative partnerships between key community partners and other organisations across the SMR

Woman’s Health in the South East (WHISE) will provide overall leadership of the Strategy, as WHISE is charged with the responsibility of leading the health agenda for women right across the Southern metropolitan region (SMR) of Melbourne. The Strategy will be led by a senior Steering Committee (SC) chaired by the CEO of WHISE, with membership comprised of senior management representatives from signatory organisations throughout the region. This will include Community and Women’s Health Services, Local Government, Primary Care Partnerships, Integrated Health Violence Partnerships and other key agencies in the SMR. A Community of Practice (CoP) will be responsible for implementing and operationalising the Strategy. The WHISE CEO will chair the SC and WHISE staff will provide strategic and administrative support, maintaining the action plan, providing support to organisations and overseeing Strategy communications.

As organisations in the SMR that commit to the Strategy will have the opportunity to collectively demonstrate our leadership on prevention of violence against women and their children. Achieving change on this issue will not be easy and will not be possible unless we all work together. The collective power of all organisations in the SMR working together to prevent violence against women and their children will have a far greater impact than any organisation can achieve alone.

Agencies and organisations in the SMR that commit to the Strategy will have the opportunity to collectively demonstrate our leadership on prevention of violence against women and their children. Achieving change on this issue will not be easy and will not be possible unless we all work together. The collective power of all organisations in the SMR working together to prevent violence against women and their children will have a far greater impact than any organisation can achieve alone.

A strategy for the Southern Metropolitan Region 2016-2021

The Strategy for Southern Metropolitan Region 2016-2021
02

The importance of a primary prevention approach

This Strategy outlines a primary prevention approach. Primary prevention is a public health approach that seeks to prevent violence before it occurs through addressing the underlying causes of violence against women and their children. Effective primary prevention approaches to PVAW/C are whole-of-population strategies, as well as those that are tailored to the needs of particular communities and groups. Examples of primary prevention activities include school-based programs to create gender-equitable environments and build students’ relationship skills, efforts to reduce the disrespectful portrayal of women in the media, comprehensive public education and social marketing campaigns, and workplace initiatives promoting positive bystander responses.1 Approaches such as these are distinct from interventions to existing violence such as crisis counseling, police protection or men’s behavior change programs, as well as from early intervention activities such as working with at-risk young people or families.6

The prevention spectrum

A primary prevention agenda must be effectively linked to early intervention and response efforts, also known as secondary or tertiary prevention, as illustrated in Figure 1 below. Primary prevention complements work undertaken in the response system. It is designed to stop violence before it starts by addressing its deep-rooted causes. Because primary prevention targets the whole population, it inevitably reaches those who are already experiencing or perpetrating violence (or who are at increased risk of doing so). As such, primary prevention also enhances early intervention and response activity by helping reduce the likelihood of perpetration of violence (which is driven in part by similar factors to those of perpetration), and shifting attitudes and practices in service and justice systems that may inadvertently tolerate, justify or excuse violence against women and their children.

The explicit focus on primary prevention means this framework is distinguished from early intervention or response efforts. But these other approaches can and do have important preventive effects: stopping early signs of violence from escalating, preventing a recurrence of violence, or reducing long-term harm. They also provide the foundation stone of primary prevention, sending a society-wide message that violence is not acceptable, establishing perpetrator accountability, and protecting women and their children from further violence.

This strategy will focus specifically on primary prevention actions that address the social structures, norms and practices that perpetuate gender inequalities and a form of violence against women and their children. In order to prevent and respond to violence against women and their children, action and collaboration is necessary across all levels of the spectrum. This strategy recognizes the importance of all work across the spectrum, and aims to coordinate and strengthen the work undertaken by those who work in the secondary and tertiary prevention space.

Primary prevention approaches

Effective primary prevention practices require collaborative and mutually reinforcing efforts across sectors and settings, that are aligned with federal, state and local government policy. Emerging evidence suggests that the following techniques are most effective in preventing violence against women and their children:

- Direct participation programs: School-based respectful relationship programs that support individuals to engage in dialogue and see gender norms and attitudes that support violence against women
- Community mobilization and strengthening: Identifying and supporting community leadership to challenge and critique gender norms and attitudes that support violence against women
- Organizational change: Organizational audit to identify and address structures and policies that contribute to gender inequality and violence against women
- Communications and social marketing: Development of simple, consistent key messages to engage people across a range of different social media and communications platforms
- Civil society and advocacy: Capacity building and skills training for leaders and community members who are advocating for gender equality and the prevention of violence against women.

Addressing the drivers of violence against women and their children

Local and international research has established that gender inequality is the necessary condition or root cause of violence against women. “Gender inequality is a social condition characterized by unequal value afforded to men and women and an unequal distribution of power, resources and opportunity between them.”

Preventing Violence Together

A Strategy for the Southern Metropolitan Region - Preventing Violence Together - A Strategy for the Southern Metropolitan Region - 2016-2021

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Appendix 2

What is violence against women and their children?

The term ‘violence against women’ covers a range of forms of violence that may be criminal or non-criminal in nature. It is predominately recognised as behaviours intended to exclude, punish and control women and men. This violence includes physical, emotional, economic, social, sexual and psychological violence. In addition to the physical, emotional and social harms resulting from gender-based violence, there are also multiple, serious, long-term effects for its victims.

This Strategy’s definition of violence against women is shared with Change the Story, the National Plan to Reduce Violence against women and their children 2010-2022 and the United Nations Declaration on the Elimination of Violence against Women (1995). It is:

Any act of gender-based violence that causes or is likely to cause physical or psychological harm or suffering to women, including threats of harm or coercion, in public or in private life.

We will use the term ‘Violence against Women and their Children (VAWGC)’ throughout this Strategy document as it reflects the gendered nature of the violence, and encourages the many commonly used terms describing male perpetrated violence against women: domestic violence, family violence, intimate partner violence, sexual assault. The primary focus of this Strategy is preventing violence against women with consideration of the flow-on effects to their children.

The scale of the problem

In Australia, at least one woman is killed each week by an intimate partner or former partner. Intimate partner violence contributes to many deaths, disability and illness. In women aged 15 to 44, there was a preventable risk factor. In 4 Australian women have experienced violence at the hands of a current or ex-partner since the age of 15. The economic costs of violence against women and their children are vast and are estimated to cost the Australian economy $217 billion each year. Almost half of this cost is attributed to the pain, suffering and premature mortality of women who have experienced violence.

Violence against women and their children (VAWGC) has far-reaching social, economic and health impacts. The health burden is related to increased mental health issues for women who have experienced violence – specifically depression and anxiety. Further, violence from a current or ex-partner is the most common cited reason for homelessness for women and their children, accounting for 50% of female clients presenting to homelessness services. This issue affects all communities regardless of culture, class, sexuality and religion. However, it is important to recognise and understand how the various social positions women occupy also allow impact upon experiences of violence. Aboriginal and Torres Strait Islander women have been found to experience higher rates and more severe forms of violence than non-Aboriginal and Torres Strait Islander women.

While there is a lack of large population studies which include women with disabilities, evidence strongly suggests that they are more likely to experience violence, and young women (18-24 years) experience higher rates of violence than older women. While there is no evidence to suggest that levels of violence are higher in culturally and linguistically diverse (CALD) communities, research indicates that the experiences of migration and settlement have a profound effect on the experiences of violence and women’s ability to access and receive support.
04 A new regional framework for action

All Australian governments have made a long-term commitment to ensuring that women and their children live free from violence in safe communities, through the National Plan to reduce violence against women and their children 2010-2022 (the National Plan). The development of the national ‘Change the Story’ framework was a priority action under the Second Action Plan 2013-2016: Moving Ahead, and aims to support all prevention work under the National Plan throughout its third and fourth action plans. This regional strategy has incorporated relevant elements from ‘Change the Story’ to ensure that it is consistent with the national strategy. This regional strategy provides the local connection to the national framework.

All organisations in the SMR that commit to the strategy will have the opportunity to collectively demonstrate our leadership on violence against women and their children. Achieving change on this issue will not be easy and will not be possible unless we all work together. The collective power of all organisations in the SMR to prevent violence against women and their children will be far greater.

FIGURE 1: VICTORIA POLICE CALLOUTS TO FAMILY INCIDENT REPORTS: PER 100,000 POPULATION
SOUTHERN MUNICIPALITIES, 2009/10 COMPARED TO 2014/15

- Children are present in most cases (84.7 per 100,000, compared to the Victorian rate of 84.7 per 100,000);
- Charges were laid in 2,843 cases (158.4 per 100,000, in contrast to the overall Victorian rate of 56.7 per 100,000); and
- 2,421 restraining orders and family violence safety Notices were issued, a rate of 274.9 per 100,000 in the SMR compared to a rate of 299.3 per 100,000 in Victoria.
05 Our vision for the SMR

The primary prevention of violence against women and their children in the SMR will have positive impacts that go well beyond reducing the violence itself. Women and their children in our region will have better health outcomes, our organisations will be more inclusive and equal, and our communities and families will support personal development and social wellbeing.

Our vision is for the SMR to be a region where women have equality and respect – and where women and children live free from violence. To achieve this vision, organisations from across the SMR Region will come together in the recognition that no single organisation can work alone to eliminate violence against women and their children.

Guiding Principles

The guiding principles will underpin all work undertaken through the Strategy, and will be reflected in all of the actions undertaken each pillar. The guiding principles of this Strategy are that it:

- Adopts a primary prevention approach to eliminating violence against women and their children
- Recognises the underlying cause of violence against women as gender inequality
- Is inclusive and equitable
- Is informed by a human rights approach
- Utilises a collaborative and participatory approach
- Is evidence informed.

06 Strategy Framework

In the development phase of this Strategy, participating organisations worked together to articulate the five Strategic Pillars and associated objectives that would underpin the Strategy. The Strategic Pillars have been developed to reflect current best practice in primary prevention work, to promote innovation within the region and to be reflective and responsive to the needs of organisations and the community in the SMR. The Strategic Pillars have been designed to complement and reinforce one another, and will provide the strategic focus for work across the region, outline the objectives and guide action in each of the five areas.

Strategic Pillar 1 - Leadership through Partnership Objectives:

- To increase leadership commitment from partner organisations to PVAWIC across the SMR
- To maximise collaborative partnership opportunities between partner organisations across the SMR

Strategic Pillar 2 - Organisational Transformation Objectives:

- To foster partner organisation cultures that recognise and respect the value of women and the roles they play in all settings
- To embed gender equity principles across partner organisations in the SMR

Strategic Pillar 3 - Community Change Objectives:

- To ignite community change through awareness of PVAWIC across the SMR
- To strengthen SMR community capacity to prevent violence against women and their children

Strategic Pillar 4 - Evidence Informed Objectives:

- To strengthen evidence-based PVAWIC across the SMR
- To ignite PVAWIC innovation in partner organisations across the SMR

Strategic Pillar 5 - Sustaining Momentum Objectives:

- To sustain commitment to a long-term regional approach to PVAWIC across the SMR

Why a regional approach?

At present, there are a range of programs and projects related to the primary prevention of violence against women and their children being undertaken throughout Victoria, and more specifically in the SMR. These stem from a range of different organisations, and diverse funding sources with varying criteria attached. Research has shown that the significant and long-term cultural change necessary to eliminate men’s violence against women and their children requires the implementation of consistent and coordinated initiatives, not one-off or short term projects that are implemented in isolation.

A region-wide approach to the PVAWIC aims to reach everyone living in the SMR to have the greatest impact. This requires us to engage with people from all demographic groups, from all cultural and socio-economic backgrounds, of all ages, abilities, genders and sexualities, and from all locations across the SMR. This does not mean that every initiative needs to reach everyone. The purpose of this Strategy is to ensure that all PVAWIC activity in the region is tailored to the
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A region where women have equality and respect – and where women and their children live free from violence.

Leadership through partnership
Objectives
1. To remove institutional and interpersonal barriers to PWAM across the SMR
2. To maximize collaborative and participatory approaches between partners and communities in the SMR

Organizational transformation
1. To increase the capacity of PWAM across the SMR
2. To increase the capacity of PWAM to prevent violence against women and their children

Community change
3. To increase the capacity of PWAM to prevent violence against women and their children
4. To increase the capacity of PWAM to prevent violence against women and their children

Influencing evidence
1. To increase the capacity of PWAM to prevent violence against women and their children
2. To increase the capacity of PWAM to prevent violence against women and their children

Sustaining momentum
3. To increase the capacity of PWAM to prevent violence against women and their children
4. To increase the capacity of PWAM to prevent violence against women and their children

How was the strategy developed?
The Women’s Health Association of Victoria received funding from the Victorian Government to implement the project ‘Women’s Health Services and主 region’ to prevent violence against women and their children. The project was funded for a period of 18 months (2016-2018), ending in May 2018, and will result in a regional strategy for the prevention of violence against women and their children throughout the State. Each of the regional strategies will be reviewed and implemented by respective regional Women’s Health Services. Women’s Health in the South East (YHSSS) received funding to lead the development of a strategy in the Southern Metropolitan Region.

WHISE’s vision is to improve the health and wellbeing of women in the SMR within a Social Model of Health and a feminist perspective with a commitment to the principles of equality and choice in health for all women. A whole-of-region perspective and an ongoing commitment to PWAM protocols, means WHISE is well positioned to oversee Strategy development and implementation in the SMR.

Consultation and collaboration processes
To ensure Strategy development was an inclusive and collaborative process, building on and strengthening existing work in the region, WHISE prioritized collaboration and networking with key partners across the region. Consultation with partners across the region demonstrated a high level of commitment from organizations, and clearly articulated the need for a consistent regional approach to the prevention of violence against women and their children. Consultation was also undertaken with local and state-wide stakeholders to ensure representation across specific population groups such as CALD women, indigenous women and women with a disability.

This culminated in the inaugural Leaders Forum held by WHISE in July 2016. The Leaders Forum gathered high-level representatives from 28 organizations across the SMR, including local government, community health services, primary care partnerships, family violence services and government partners to establish the vision and priorities for the Strategy. The Leaders Forum used the evidence base described above and results from a Stakeholder survey to identify guiding principles and strategic pillars to oversee and guide Strategy action.

A second consultation workshop was held in October 2016. Here, the visions, guiding principles and strategic pillars were further developed into areas of action. Participants developed draft objectives for each of the five key pillars and utilized Vicki’s Action Areas for Primary Prevention to discuss the work already being undertaken in the region, to identify gaps, and to outline future plans/priorities.
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Appendix 2

Alignment with Broader Policies, Strategies and Structures

The development of this Strategy has been informed by the current policy context described below, and has been designed to align with National, State-wide and regional policies and strategies.

Australia is a signatory to the International Convention on the Elimination of All Forms of Discrimination against Women (CEDAW),8 and CEDAW signatories must be seen to take all necessary measures to end discrimination against women and to undertake positive action to improve women’s status, in line with this commitment. The CEDAW is also a global instrument which focuses on the protection of women’s rights, providing a framework for systematic accountability and for women’s empowerment. The CEDAW is one of the instruments that has been developed to support this Strategy.

There are two National Family Violence Partnership Governance Bodies with a focus on the prevention of violence against women and their children in the region, and each has participated in the development of this Strategy. These two governance bodies are funded by local partner organisations in the region who are working together to roll out the Government Family Violence Reform Agenda.

There are three Regional Prevention and Partnership Areas that will address violence against women and children.

- Biyside Peninsula Integrated Family Violence Partnership
- Southern Metropolitan Integrated Family Violence Partnership

The Kungaroombin Indigenous Family Violence Regional Action Group was a key driver of the development of the Strategy, with a focus on the prevention of violence against women and their children in the region. As a result, the strategy is designed to address the Regional Family Violence Partnership Areas.

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The Strategy Endorsement

This Strategy has been developed to ensure that all participating organisations in the region are aligned with the Victorian Action Plan to Address Violence Against Women.8 This plan has a focus on the prevention of violence against women and their children through education and awareness-raising, as well as education and training activities. The Strategy has been designed to ensure that all participating organisations in the region are aligned with the Victorian Action Plan to Address Violence Against Women.
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Role of WHISE

WHISE is a women's health promotion agency working in unison with stakeholders to build the capacity across the community to address the social determinants of women's health. One of WHISE's key roles is to implement a culturally secure approach to domestic violence.

WHISE is uniquely placed to harness the collective efficacy of this growing community movement. Building on the settings-based approach outlined by VACCA, WHISE has extensive experience and the specialist expertise required to continue to lead the way in PVAWC, working in partnership with government, local government, community organisations, health services, ethnic-specific, multicultural and Aboriginal community controlled organisations, sport and recreation, emergency services, education providers including schools, the domestic violence response sector and more. WHISE works with community leaders, organisations and individuals to influence men, women, young people and children through changes to policies, practices and culture that respond to the needs of the local community.

As a specialist organisation, WHISE is steeped in the history of the local community and has a particular focus on domestic violence. WHISE's specific contribution to the regional PVAWC strategy will be to:

- Develop and implement a comprehensive prevention strategy to address gender-based violence.
- Build the capacity of providers to take a systems-based approach to PVAWC.
- Co-ordinate the implementation of the strategy.
- Develop and implement a comprehensive evaluation framework.
- Leverage partnerships with organisations within and outside of the health sector to inform and support the regional strategy.
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- Develop and implement a comprehensive evaluation framework.
- Leverage partnerships with organisations within and outside of the health sector to inform and support the regional strategy.

Next steps

Signatory organisations have agreed that the goal of this Strategy is to create a region where women have equality and respect – and where women and children live free from violence. This is an achievable goal, but reaching it will require sustained effort over the long term. This final section outlines the next steps towards achieving our goal:

Action Plan 2016

Following publication of this Strategy, the Steering Committee will work together to develop an Action Plan to accompany the Strategy. This will be a dynamic document that will be updated regularly to provide an ongoing target for action. It will be based on regional needs. The broader political environment and ongoing monitoring and evaluation findings will also impact on the priorities and development of the Action Plan.

The Action Plan will outline existing work being undertaken across the SMR and highlight activities that can be embedded within existing programs and policies and others that require additional input. It will also serve as a catalyst for increased coordination and collaboration of PVAWC activities in order to augment existing approaches, avoid unnecessary duplication and most importantly, ensure we are coordinating initiatives to achieve a mutually reinforcing effect towards PVAWC in the region.

Innovating and evaluating to build evidence

One of the strategic pillars of this Strategy is to strengthen evidence based PVAWC work, and leverage PVAWC innovation across the SMR. Primary prevention is a relatively new field, which means there is a limited number of fully evaluated example programs. As part of this strategy, we will work together to develop and test all available evidence, produce research based evaluation but also incorporate lessons from research, practice, consultation and advice from those with relevant expertise. We will seek to not only replicate successful techniques but also to test, adapt and evaluate them in different contexts and settings, an approach that is not only evidence-based, but also evidence-building.

Investment in evaluation is crucial if we are to strengthen our knowledge of what works, and just as importantly, what does not work, to prevent violence. The Steering Committee will work together to ensure
9.3 Response to Notice of Motion No. 15/2017 - Cr. Oxley - Domestic / Family Violence in the City of Kingston

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**Community Safety - WHISE - Strategic Plan - Preventing Violence Together - A Strategy for the Southern Metropolitan Region 2016-2021**

that evaluation forms a part of all PVAC/WHISE initiatives in the region, and that it is resourced appropriately as a tool for learning and accountability. An evaluation framework will be developed in the next phase of activity under this Strategy.

**How will we know we are making a difference?**

Our Watch plans to publish a guide to monitoring PVAC/WHISE initiatives, which will identify measures of national prevention efforts that will contribute to shifts in the underlying drivers of violence against women and their children. This will provide us with high level guidance on how to measure the impact of prevention efforts across our region. We will seek to align our monitoring and evaluation plans to these indicators and measures.

We will also use tools such as Our Watch’s ‘Gender equality road map’ to provide a useful benchmarking tool for participating organisations. This will enable the Steering Committee to assess progress each year towards achieving sustainable change, as well as our collective impact in the SMRR towards achieving gender equality.

**Endnotes**

2. Change the Story, p. 18
3. See Element 3 for more detail on primary prevention techniques and strategies.
4. Change the Story, p. 18
17. See note 2.
20. For further information on the Vic Health action areas on Preventing Violence before it starts: A framework and background paper to guide the primary prevention of violence against women in Victoria
23. See note 17.
25. Regional Management Forums (RMFs) are the government’s Victorian Government mechanism for collaboration between senior officers across the three tiers of government at the regional level. Established in 2005, RMFs play an important role in ensuring that, together, the government, and community players can identify, discuss, and coordinate efforts to address priority issues in their local communities. Each RMF is tasked to identify and articulate the priority areas of focus, milestones, and outcomes to be addressed through that year.
Appendix 3 – Community Safety - Family Violence Resources

Relevant Documents


South East Council’s Alliance Packaged Liquor Project - Final Report (HPE 17/101478); and Maps (HPE 17/101481).

MAV’s Family violence and municipal public health and wellbeing planning Guidance for local government, May 2017 (HPE 17/101529)


Campaigns


One Million Stars to End Violence - http://www.onemillionstars.net/


Generating Equity and Respect, Monash City Council -


https://www.youtube.com/watch?v=GWS Js8n54 &
https://www.youtube.com/watch?v=eAIC-2HSSA

https://www.youtube.com/watch?v=kTofXAXG2


Change the Storey, OurWatch - https://www.ourwatch.org.au/What-We-Do/National-Primary-Prevention-Framework
INDOOR COURT FACILITIES - FEASIBILITY PLANNING UPDATE NO. 2

Contact Officer: Mark Stockton, Team Leader Sport and Recreation

Purpose of Report
The purpose of this report is to provide a summary of investigations undertaken to inform planning for additional indoor court facilities within Kingston and the broader region.

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

OFFICER RECOMMENDATION
That Council:
1. Note the information in the report on the level of indoor sports court provision in Kingston and surrounding region, particularly in the short term;
2. Continue to explore opportunities that support the development of indoor court facilities to meet sporting needs of Kingston residents in the medium to longer term; and
3. Endorse the preparation of funding proposals for the northern area of Kingston and Mordialloc to attract 50% of total project cost funding from State and Federal Government towards the development of these indoor stadium facilities.

1. Executive Summary
Presently residents within the City of Kingston have access to 31 accessible indoor courts (defined as providing a high and reliable level of public accessibility). The majority (26) of these indoor courts are located in surrounding municipalities; however they have a catchment areas that extend within Kingston (refer Appendix 4). Research suggests that participation of Kingston residents at these facilities is significant.

Modelling prepared to inform the future provision of indoor stadium facilities indicates that between 10 to 15 indoor courts are required to meet current indoor sporting needs (all indoor sports). Whilst there is only five indoor courts available within Kingston, the 26 indoor courts in close proximity to Kingston’s boundaries provide sporting activities for Kingston residents.

These sites include:
• Frankston Basketball Centre
• Patterson River Secondary College
• Springers Leisure Centre
• Monash University
• Glen Eira Sports and Aquatic Centre
• Sandringham Family Leisure Centre
Current planning for indoor court facilities is likely to result in an additional eight courts within the southern region, comprising 4 at the Sandringham Family Leisure Centre and 4 courts at the Frankston Basketball Centre. Within the next 5 years, it is expected that the total of indoor courts with catchment areas accessible to Kingston residents within the southern region will total 39.

<table>
<thead>
<tr>
<th></th>
<th>Current No.</th>
<th>Future No. (2022)</th>
<th>Growth (%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Indoor courts in surrounding municipalities</td>
<td>26</td>
<td>34</td>
<td>31%</td>
</tr>
<tr>
<td>Indoor courts within Kingston</td>
<td>5</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>31</td>
<td>39 *</td>
<td>26%</td>
</tr>
</tbody>
</table>

* In addition, there is an expected additional 20 indoor courts available for access. These indoor courts are predominately located at school sites (15) and new courts planned at the Oakleigh Recreation Centre (5). In total the availability of indoor courts to Kingston residents in 2022 is expected to total 59.

With the planned development of the Sandringham Family Leisure Centre and Frankston Basketball Centre there will be considerable increased opportunities for basketball activities. The additional 8 indoor courts increases supply in the Kingston catchment by 26%, which is likely to create opportunities for other indoor sports, including badminton, volleyball and netball across the region.

Overtime there is likely to be a need for additional courts to meet needs associated with the forecast population; however there is a risk of oversupply in the short term within the region should Council progress with the development of indoor court facilities. This could affect the viability of existing facilities.

However should Council wish to act early and support the development of additional indoor court facilities within the City, a review of potential sites indicates that the Mordialloc Secondary College is as a preferred site. The assessment of this site indicates there is the opportunity to provide additional indoor courts within a catchment area that has a lower concentration of indoor courts in comparison to other areas of Kingston. Other sites such as the Highett Recreation Reserve (Waves Leisure Centre) and school sites, such as Moorabbin Primary School are assessed as too close to concentrated catchment areas of existing large indoor court facilities and not recommended at this time as sites for the development of indoor court facilities.

Whilst there has been considerable support for the development of additional indoor courts at the Bonbeach Recreation Reserve, this site falls within the catchment of the Patterson River Secondary College and Frankston Basketball Centre. For this reason it is not favourably considered a site for future indoor court development. Furthermore, given Council’s investment to develop indoor courts at the Patterson River Secondary College (2009), it is not advisable for Council to provide a potential oversupply with indoor courts that may potentially result in additional operating costs for Council.
The Chelsea and District Basketball Association (CBA) is actively expressing support for Council to consider the development of additional courts at the Bonbeach Stadium. The CBA has indicated its preference to consolidate its activities at the Bonbeach Stadium so that it can reduce the fees its pays to access the Patterson River Secondary College. In 2009, Council entered into a Development and Joint Use Agreement and contributed $370,000 (towards a total cost of $2,210,000) to enable the CBA access to the three indoor courts developed at the Patterson River Secondary College (located in the City of Frankston). The CBA is a principal after-hours user of the three indoor courts at the Patterson River Secondary College and pays a relatively low charge of $24 per court per hour for access. This charge is less than half of court hire charges at most other sites.

2. **Background**

During the past 12 months, Council has expressed an interest to investigate the need for additional stadium facilities.

Below are the resolutions from Council:

**27 March 2017**

**10.4 Indoor Stadium Facilities - Feasibility Planning Update**

*That Council:*

1. Notes the progress with the planning for additional stadium facilities; and
2. Continue with the assessment of other opportunities to develop additional stadium facilities, including the feasibility planning for the Mordialloc Secondary College, to be presented to Council before 30 June 2017.

**22 August 2016**

**10.1 Indoor Sports Stadiums**

*That Council:*

1. Receive an update report on the feasibility planning for the proposed development of additional indoor courts at the Mordialloc Secondary College no later than the 31 March 2017;
2. Receive a further report prioritising opportunities to develop indoor stadium facilities within the City no later than the 31 May 2017; and
3. Write to the Minister for Sport and Recreation highlighting the need for additional indoor sports stadiums within the City of Kingston and express an interest to make a future application to the State Government for funding support to develop indoor court facilities.

**25 July 2016**

**10.9 Indoor Sports Stadiums**

1. That points 1 and 2 of the recommendation be deferred to the next Ordinary Meeting of Council;
2. That Council authorise officers to work with the Mordialloc Secondary College to:
   a) Scope and prepare an indicatively costed stage 2 concept plan for additional indoor courts on the school site;
b) Draft a joint use agreement with the Education Department, which must be provided with any State funding application;
c) Develop a Funding Strategy; and
d) Report back to Council on the above.
3. That any prioritisation of Council resources regarding Indoor Sport and Recreation be checked against the Kingston Sport and Recreation Strategy and any other relevant Council Strategies or Plans.

This report presents the findings of the Mordialloc Secondary College Feasibility Assessment (Appendix 1) and reports upon the assessment of other sites (Appendix 3) comprising:

- Cornish College, Bangholme
- Bonbeach Recreation Reserve
- Waves Leisure Centre/Highbett Recreation Reserve
- Westall Secondary and Primary School Developments
- Moorabbin Reserve - St Kilda Football Club Linton Street
- Various Primary Schools Sites

The assessment indicates that the Mordialloc Secondary College is viewed as the preferred site for indoor stadium development within the City should Council wish to act early and support the development of additional indoor court facilities.

In response to a request from Councillors seeking clarification from Sport and Recreation Victoria as to whether Council can make late application to the 2017/18 State Government’s Better Indoor Stadium funding program, the following advice has been received “as per the Better Indoor Stadiums Fund guidelines, Sport and Recreation Victoria will not fund applications submitted after the closing date, unless written approval from Sport and Recreation Victoria has been obtained before the closing date which will only be granted under exceptional circumstances (e.g. significant technology disruptions)”. Further to this advice Sport and Recreation Victoria encourages Council to work through Council's preferred location and complete the range of documentation required for a future submission to the Better Indoor Stadiums Fund. The Fund provides funding up to $3M upon a ratio of $1 (SRV): $3 (Council). The 2017/18 State Government’s Better Indoor Stadium funding program closed on the 16 August 2017.

This report also presents an analysis of indoor court facilities catchments both within and surrounding the City of Kingston. The analysis discusses the proposed future development of indoor court facilities at sites surrounding Kingston and the associated implications.

3. Discussion

3.1 Council Plan Alignment
Goal 1 - Facilities and Assets that are Well Used and Effectively Managed
Outcome 1.1 - Assets are managed and used to meet the needs and provide for current and future generations.

3.2 Consultation/Internal Review
To inform the future management options feedback and input has been sought from:
- Chelsea and District Basketball Association Inc. (CBA);
- Chelsea District Netball Association Inc.;
City of Kingston
Ordinary Meeting of Council

Agenda 28 August 2017

- Parkdale Secondary College;
- Mordialloc Secondary College;
- Mordialloc Community Centre;
- Patterson River Secondary College;
- Sport and Recreation Victoria; and
- Other stadium facilities.

It is also acknowledged there has been some social media advocating for additional indoor courts at the Bonbeach Recreation Reserve that has attracted the interest and support of Federal and State Members of Parliament. In addition, Council has also received correspondence from residents advocating for additional indoor courts at the Mordialloc Secondary College.

3.3 Operation and Strategic Issues

3.3.1 Indoor Court Sporting Needs

The following table identifies population participation rates for sports played at indoor courts:

<table>
<thead>
<tr>
<th>Indoor Sport</th>
<th>ABS - Participation Rates (%) (1)</th>
<th>AusPlay Participation Data (%) (2)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Badminton</td>
<td>0.5</td>
<td>Not recorded - low participation data</td>
</tr>
<tr>
<td>Basketball</td>
<td>2.2</td>
<td>9.2</td>
</tr>
<tr>
<td>Indoor Cricket</td>
<td>0.3</td>
<td>Not recorded - low participation data</td>
</tr>
<tr>
<td>Indoor Soccer (Futsal)</td>
<td>1.2</td>
<td>Not recorded - low participation data</td>
</tr>
<tr>
<td>Netball</td>
<td>2.2</td>
<td>10.8</td>
</tr>
<tr>
<td>Table Tennis</td>
<td>0.2</td>
<td>Not recorded - low participation data</td>
</tr>
<tr>
<td>Volleyball</td>
<td>0.5</td>
<td>Not recorded - low participation data</td>
</tr>
</tbody>
</table>

(1) ABS Participation in Sport and Physical Recreation (2013/14) – Participation is defined as participating in the activity at least once during the last 12 months for over 15 years of age. Participation rates across Australia provided.

(2) Participation of sports played in a club based environment, AusPlay – Participation data for the sporting sector (21 December 2015)

Whilst netball and basketball share the highest participation rates, netball participation is primarily undertaken on outdoor court facilities (Council presently provides 28 outdoor netball courts with a further 4 planned for development). From a strategic perspective Netball Victoria encourages the development of netball facilities within an indoor court environment, however, it recognises that the vast majority of netball activities will continue to use outdoor courts. Basketball is predominately played on indoor courts. Basketball activities feature prominently within the southern region.

The following participation rate for basketball indicates that access by Kingston residents to indoor courts surrounding the City is strong, as set out below:
### Association Participation

<table>
<thead>
<tr>
<th>Association</th>
<th>Kingston Residents (No.)</th>
<th>Kingston Residents (%)</th>
<th>Non Kingston Residents (No.)</th>
<th>Non Kingston Residents (%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chelsea Basketball Association (2)</td>
<td>798</td>
<td>69%</td>
<td>254</td>
<td>31%</td>
</tr>
<tr>
<td>Southern Basketball Association (1)</td>
<td>2052</td>
<td>40%</td>
<td>3078</td>
<td>60%</td>
</tr>
<tr>
<td>McKinnon Basketball Association (1)</td>
<td>1200</td>
<td>40%</td>
<td>1800</td>
<td>60%</td>
</tr>
<tr>
<td>Frankston &amp; District Basketball Association (3)</td>
<td>235</td>
<td>3%</td>
<td>6952</td>
<td>97%</td>
</tr>
<tr>
<td>Others – Springer Leisure Centre, Keysborough and Monash University (estimated)</td>
<td>1000</td>
<td>Unknown</td>
<td>Unknown</td>
<td>Unknown</td>
</tr>
</tbody>
</table>

1. Information supplied from SGL Consulting (2015)
2. Information supplied from Chelsea Basketball Association (June 2017)
3. Information supplied from the Frankston and District Basketball Association (June 2017)

The above table demonstrates that a high level of participation occurs at indoor courts located in municipalities surrounding Kingston.

The level of participation for indoor court sports such as indoor cricket, indoor soccer, badminton, table tennis and volleyball is much lower than basketball and netball. Whilst basketball activity is a principal user of many large stadium facilities within the region, other indoor sports are catered for at the Springers Leisure Centre, Monash University (Clayton campus) and Glen Eira Sport and Aquatic Centre (GESAC). Anecdotal evidence suggests that smaller indoor court (single) facilities and or privately operated facilities, such as indoor cricket and soccer centres are also providing participation opportunities e.g. Mordialloc Indoor Sports Centre, Moorabbin Indoor Sports and Springvale Indoor Sports Centre.

#### 3.3.2 Indoor Court Needs

Two methodologies have been prepared by recreation consultants to estimate future demand for indoor courts to meet the needs of the current and forecast future population and have been applied to Kingston. These are described below:

Methodology 1 - Predicted future participation increase to 2031 for **Basketball only** (SGL consulting)

Recent strategic plans developed by Netball Victoria and Basketball Victoria have identified that based on available useable court hours; one sports court can accommodate 500 people per week. This is based on an average use per person of 2.8 hours per week (training and competition).
If there is a moderate 10% increase in participation over the next 16 years resulting in 5,500 basketball participants and using the above ratio of one court for every 500 participants, Kingston would require a total of 11 Courts. This presents an approximate shortfall of approximately 3 courts in 2031.

<table>
<thead>
<tr>
<th>Category</th>
<th>Current for Kingston</th>
<th>Expected for Kingston in 2031</th>
</tr>
</thead>
<tbody>
<tr>
<td>Participants/Members of Basketball Associations</td>
<td>5000</td>
<td>5,500*</td>
</tr>
<tr>
<td>Existing Facility Provision – principle basketball usage</td>
<td>8*</td>
<td>8</td>
</tr>
<tr>
<td>Courts Required to meet participation (1 court per 500 participants)</td>
<td>10</td>
<td>11</td>
</tr>
<tr>
<td>Shortfall</td>
<td>2</td>
<td>3</td>
</tr>
</tbody>
</table>

* Facility provision includes multiple courts at the Bonbeach Stadium, Parkdale Secondary College and Patterson River Secondary College. The court numbers do not include single courts (as sporting associations do not support the ongoing use of single courts – due to financial viability issues) or privately owned facilities.

Methodology 2 Predicted population analysis after applying the industry benchmark of 1 court per 10,000 people (Simon Leisure Consulting) for all indoor sports

Based on findings of current participation and sport trends, and after applying the industry benchmark of 1 court per 10,000 people, the estimated number of indoor courts for Kingston to meet all indoor sports needs is:

<table>
<thead>
<tr>
<th>Category</th>
<th>Short term need</th>
<th>Long Term Kingston 2036</th>
</tr>
</thead>
<tbody>
<tr>
<td>Population</td>
<td>154,000</td>
<td>190,000</td>
</tr>
<tr>
<td>Court Requirement</td>
<td>15*</td>
<td>19</td>
</tr>
<tr>
<td>Existing Provision</td>
<td></td>
<td>13</td>
</tr>
<tr>
<td>Shortfall</td>
<td>2</td>
<td>6</td>
</tr>
</tbody>
</table>

* Facility provision includes the courts at the Bonbeach Stadium, Parkdale Secondary College, and Patterson River Secondary College and other stadium facilities accessible at school sites. Due to limited availability and capacity limitations the existing provision does not include indoor courts at private/independent schools, undersized single court facilities and private facilities.

The above methodologies indicate that 2 additional courts would meet the current demand for stadium facilities and up to an additional 6 courts are required to meet long term indoor sporting needs (2036) of Kingston residents.

3.3.3 Indoor Sporting Catchments

Recreation consultants SGL advise that leisure and sporting facility trends and benchmarking generally indicate that local or municipal recreation or sporting facilities have a primary catchment radius of approximately 5 km and a secondary catchment radius of 10 km. In general, approximately 75% to 85% of users will reside within a 0 km to 5 km radius of a facility with the remaining 15% to 25% coming from areas within the 5 km to 10 km radius of the facility (secondary catchment). Regional facilities providing unique facility components and a larger number of courts will draw users from a much wider catchment than a local/municipal facility.
The size and shape of the catchment area will be influenced by a number of factors including the range and quality of facilities and services offered, natural and built barriers (i.e. freeways), travel times and the availability of competing facilities.

The map in Appendix 4 identifies the primary catchment area of the indoor courts facilities within and surrounding Kingston. The map suggests that there is reasonable access to indoor courts for all Kingston residents. This access will be further enhanced with planned extension to arterial roads and planned additional indoor courts in surrounding municipalities.

3.3.4 Regional Implications
The map in Appendix 4 illustrates that Kingston residents fall within the catchment area of six indoor court facilities outside of Kingston that provide a total of 26 indoor courts. Of these 26 indoor courts, 16 are used for multisport activities e.g. basketball, netball, badminton etc. The remaining 10; located at the Sandringham Family Leisure Centre (4) and Frankston and District Basketball Centre (6) are principally used for basketball activities. This map does not include the planned indoor court developments at:

- Oakleigh Recreation Centre - new five indoor court stadium (upgrade of four existing courts);
- Westall Secondary College - two additional indoor courts, subject to funding confirmation from the State; and
- East Bentleigh Secondary College – additional two indoor courts (achieving a total of four indoor courts at this site).

Short term future indoor court developments within surrounding municipalities include 8 additional courts, comprising 4 at the Sandringham Family Leisure Centre and 4 at the Frankston and District Basketball Centre. Both Bayside and Frankston Council are progressing well with their plans to extend these existing indoor stadium facilities. At Bayside the detailed design development phase has commenced and for Frankston it is finalising lease arrangements. With these additional indoor courts expected to be completed and operational within the next 5 years the number of courts accessible to Kingston residents is expected to total 39. In addition, there are another 20 courts indoor courts at schools sites and the Oakleigh Recreation Centre that provide access to indoor courts within the broader region.

The planned additional 8 courts in Frankston and Bayside councils provides for the long term provision of these municipalities and is expected to meet short term demand (5-10 years) of Kingston residents. A distribution map indicating the forecast (2022) estimated provision of indoor courts that have catchment areas across Kingston has been prepared and set out in Appendix 5. It indicates that potentially there could be at least 59 indoor courts providing sporting access for Kingston residents.
There may be some unintended consequences with this significant growth of indoor courts. Large basketball associations may consolidate activities and no longer need existing ‘satellite’ sites such as the Parkdale Secondary College (used by the Southern Basketball and McKinnon Basketball Associations) and Bonbeach Recreation Reserve (used by the Frankston and District Basketball Association), where both sites are sublet to basketball associations. The motivation for this action is that the basketball associations can achieve economies of scale through the operation of a single venue. The action would potentially result in available space and time for other sporting usage.

Should the planned development of additional indoor courts at the Sandringham Family Leisure Centre and Frankston Basketball Centre result in the consolidation of basketball activities at these sites, it is highly likely that greater access to existing ‘satellite’ indoor courts facilities will be provided. This is of particular importance to the Parkdale Secondary College which is hired across Saturdays and Sundays for basketball competition.

In addition to its direct investment interest with the indoor courts at the Parkdale Secondary College and Bonbeach Recreation Reserve Council partnered in 2009 with the Minister for Education, The Patterson River Secondary College, Frankston City Council, Frankston and District Netball Association and Chelsea and District Basketball Association for the purpose of developing a three court stadium at the Patterson River Secondary College. Council’s contribution towards the project totalled $370,000, which provides the Chelsea and District Basketball Association a yearly entitlement of 1080 hours to use the facility. Recently the Association has been provided additional access as a result of the Frankston Netball Association vacating the site (the Frankston Netball Association is entitled to a yearly allocation of 480 hours). Whilst this facility is located outside of Kingston, it is an important provider of indoor courts for Kingston residents.

3.3.5 Management arrangements
To inform the feasibility assessment of the Mordialloc Secondary College a review of proposed management models for the management of a two or three court facility (total courts) was completed.

This review is set out in Appendix 2. An independent assessment of this review suggests that further detailed investigation with the management of future indoor stadiums is warranted, particularly considering matters such as asset renewal costs.

It is also considered important with the planning for indoor court facilities for Council to determine its expectations with the management and use arrangements. Issues associated with the management and use of indoor court facilities are discussed below:

Multi Sport Vs Basketball Stadium usage
To encourage multi-sport usage, i.e. basketball, netball and other sports, it is recommended that an independent management model is implemented. An independent management model will also assist to balance usage of competing groups seeking access to the facility.

The current management arrangements with the Parkdale Secondary College is a good example of an independent management model with the Mordialloc Community Centre co-ordinating the use of the courts at this site.
Hire rates
There are a variety of hire rates to use indoor court facilities (refer Appendix 5). Within the review of management models a hire rate of $45p/h was used to inform a business model for a three court facility. This hire rate is similar to the hire rates charged at the Parkdale Secondary College, including access and use by the Southern Basketball and McKinnon Basketball Associations. Whilst the hire rate of $45p/h has been used to inform the business model, further detailed investigations are required to determine whether this rate is set at a level to meet all costs, such as asset renewal.

In terms of hire rates charged to local associations, the Chelsea and District Basketball Association currently pay a much lower rate to access the Patterson River Secondary College, which charges the Association $24 per hour. The Association has expressed difficulties meeting this hire charge. The Association has expressed a preference to consolidate basketball activities to Bonbeach, in the event that additional courts are provided at this site, and pay Council a lower lease fee rather than a per court hire rate. This preference is commonly expressed by large sporting associations, who are seeking ways to lessen their facility hire costs.

Chelsea and District Netball Association, which currently runs indoor netball activities from the Bonbeach Recreation Reserve Stadium, has expressed strong interest to use additional indoor courts and has indicated an affordable hire rate in the range of $40 - $50 per hour to use new indoor courts. It currently hires a court from CBA at the Bonbeach Stadium for $30/court/hour.

With the development of new indoor court facilities, it is important that Council controls the determination of hire rates to ensure a clear expectation with usage.

Proposed Management Principles
With the management of any proposed additional indoor court facilities the following proposed management principles are recommended:

- The facility manager would be independent from the groups using the facility - this would provide Council greater capacity to control the nature of usage and avoid use through a single dominant sporting group.

- Hire fees would be set as per the approach taken with Parkdale Secondary College and calculated to meet maintenance, operational and asset management renewal and costs and reflect benchmarked costs at similar facilities.

3.3.6 Options
(i) Maintain Status Quo – Watching Brief - Recommended
With the planned development of additional indoor court facilities within the broader region, there is merit for Council to maintain an interest with the planning for additional indoor courts, but not take immediate action.

Whilst maintaining a 'Watching Brief' with the development of indoor courts within the region, Council may explore further opportunities to provide indoor court facilities, complete further investigations relating to the management of indoor court facilities and prepare strong funding proposals to attract funding from Federal and State Governments.
(ii) Progress with a Court Development

Recognising that the Kingston community will most likely require additional indoor courts into the future, a strategic response to meet community needs (at this time) could involve:

- The development of two additional indoor courts at the Mordialloc Secondary College (the feasibility assessment confirms that an additional two courts – to achieve a total of three – could be located at the site). Given its centralised location, this site is considered the preferred location for additional indoor court facilities within the City. The catchment of this development, combined with the catchments of the FDBA and three existing courts at the Patterson River Secondary College would suggest that the indoor courts at Bonbeach Recreation Reserve may prove to be no longer required into the future.

- Given the increased traffic movements and proximity to residents in Attenborough Road, Pine Court and Pine Crescent, it is likely that Council will receive some objections to the development and use of this site for indoor sporting activities.

The management arrangements would be similar to that in place at the Parkdale Secondary College with Council agreeing to enter into a joint use agreement with the School and Department.

4. Conclusion

4.1 Environmental Implications

The inclusion of Environmentally Sustainable Design principles would be considered as part of any future design development of additional indoor court facilities.

4.2 Social Implications

Indoor stadium facilities provide excellent opportunities for sport and recreation participation.

4.3 Resource Implications

Council’s Long Term Financial Strategy identifies funding provisions totaling $6.1M towards major projects such as a Council contribution towards indoor court stadium facilities. This funding is allocated $3.6M (2018/19) and $2.5M (2019/20).

4.4 Legal / Risk Implications

There are a number of risks and legal implications associated with the development of stadium facilities on non-Council land e.g. joint use arrangements, town planning and lease/licensing arrangements.

These matters will be investigated further following a decision by Council regarding its preference for a site to develop additional stadium facilities.
Appendices

Appendix 1 - Mordialloc College Stadium Feasibility Version 1 (Draft) (Trim No 17/32874)

Appendix 2 - Mordialloc Secondary College - Proposed Stadium Management Report 16.3.2017 (Trim No 17/80807)

Appendix 3 - Indoor Court Site Investigations (Trim No 17/96856)

Appendix 4 - Indoor Courts within Region (Trim No 17/107396)

Appendix 5 - Indoor court provision forecast - region (Trim No 17/128113)

Appendix 6 - Indoor Court Hire Rates (Trim No 17/100690)

Author/s: Mark Stockton, Team Leader Sport and Recreation

Reviewed and Approved By: Daniel Freer, General Manager City Assets and Environment
# 10.1

**INDOOR COURT FACILITIES - FEASIBILITY PLANNING UPDATE NO. 2**

<table>
<thead>
<tr>
<th></th>
<th>Description</th>
<th>Page</th>
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<tbody>
<tr>
<td>1</td>
<td>Mordialloc College Stadium Feasibility Version 1 (Draft)</td>
<td>137</td>
</tr>
<tr>
<td>2</td>
<td>Mordialloc Secondary College - Proposed Stadium Management Report 16.3.2017</td>
<td>169</td>
</tr>
<tr>
<td>3</td>
<td>Indoor Court Site Investigations</td>
<td>195</td>
</tr>
<tr>
<td>4</td>
<td>Indoor Courts within Region</td>
<td>201</td>
</tr>
<tr>
<td>5</td>
<td>Indoor court provision forecast - region</td>
<td>203</td>
</tr>
<tr>
<td>6</td>
<td>Indoor Court Hire Rates</td>
<td>205</td>
</tr>
</tbody>
</table>
FEASIBILITY STUDY
ADDITIONAL NETBALL COURT FACILITY AND CAR PARKING OPTIONS
For Mordialloc College
1 Station Street
Aspendale
Prepared by Jennifer Cocks
for Minx Architecture Pty Ltd
MARCH 2017
EXECUTIVE SUMMARY

1.0 PROJECT SUMMARY

Minx Architecture Pty Ltd was formally engaged by Mordialloc College on 22 December 2016 to undertake a Feasibility Study on behalf of the City of Kingston (KCC).

A Department of Education & Training (DET) Capital Works Project (CWP) is currently on site at Mordialloc College. Phase 1 is complete. Phase 2 is under construction and involves delivery of new School PE Facility to DET area entitlements. The School PE Facility accommodates one indoor netball court and associated facilities, including amenities, a staff office and teaching space (classroom).

The feasibility study scope, as identified originally on 28 October 2016 was to identify available options for the potential future provision of additional indoor netball court facilities. In addition existing and proposed carparking opportunities within the school site and on the adjacent streets was to be investigated and explored.

Assessment of the KCC briefing information, existing known site constraints and consideration of the site at completion of the DET Capital Works Project (CWP) deduced the following:

- Opportunities exist for provision of a total 117 carparking spaces. In combination of existing and proposed new carparking, both within the school site and on the adjacent streets.

- There is potential for an additional one OR two indoor netball court facility within the school sites, located adjacent to, extending east from, the School PE facility (currently under construction). The school playing field and hardcourt areas are in close proximity.

2.0 PLANNING AND BRIEFING TEAM

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Organisation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Michelle Roberts</td>
<td>Principal</td>
<td>Mordialloc College</td>
</tr>
<tr>
<td>Andrew Moffat</td>
<td>Assistant Principal</td>
<td>Mordialloc College</td>
</tr>
<tr>
<td>Steve Lewis</td>
<td>Manager, Community Buildings</td>
<td>City of Kingston</td>
</tr>
<tr>
<td>Fiona Bester</td>
<td>Senior Facilities Development &amp; Planning Co-ordinator, Community Buildings</td>
<td>City of Kingston</td>
</tr>
<tr>
<td>Michael Haley</td>
<td>Recreation Planning and Projects Co-ordinator, Parks and Recreation</td>
<td>City of Kingston</td>
</tr>
<tr>
<td>Mark Stockton</td>
<td>Team Leader Sport and Recreation, Parks and Recreation</td>
<td>City of Kingston</td>
</tr>
<tr>
<td>Jennifer Cocks</td>
<td>Architect</td>
<td>Minx Architecture Pty Ltd</td>
</tr>
</tbody>
</table>
EXISTING SITE AND CONDITIONS

3.0 LOCATION

Site Locality Plan

The Mordialloc College school site at 1 Station Street is located in the suburb of Aspendale within the local government area of Kingston.

Aspendale is a bayside suburb of Melbourne, located approximately 27 kilometres south-east from Melbourne Central Business District. The suburb is bordered by Port Phillip Bay to the west, Mordialloc and Bayside to the north, Edithvale to the south and Aspendale Gardens to the east.

The suburb is bisected by the Nepean Highway and the Frankston line, both of which provide the main vehicle and public transport routes to the CBD.

The suburb was extensively subdivided between the 1950s to 1970s to create an essentially residential area. The beach “side” of Nepean Highway has undergone development changes in recent years with a rise in medium density residential development. The other side of Nepean Highway is generally low density residential – one block, one house – however there are signs that these larger blocks are progressively being subdivided to develop town houses which will result in higher levels of residential density in this area.

Mordialloc Creek enters the sea at the north-west perimeter of the suburb, with Mordialloc “main drain” providing the eastern boundary. The “main drain” is the result of significant draining of the original wetland areas that occurred in the latter half of the 19th century. Both the creek and the drain have been extensively developed over the past decades and now accommodate an extensive series of bicycle and pedestrian paths, public park reserves and the adjacent Edithvale wetland area.

Mordialloc shopping centre and train station are located on the north side of Mordialloc Creek.

Mordialloc College is located at the north-west boundary of Aspendale.

The school site itself is an irregular shape. Mordialloc Creek forms the north boundary, Attenborough Road and Pine Crescent create the irregular southern boundary of the school. Residential properties back onto the eastern boundary. The train line and Station Street make up the west boundary of the site.
EXISTING SITE AND CONDITIONS

4.0 LOCAL PLANNING AUTHORITY

1 Station Street, Aspendale is Lot 1 TP805848, containing 7 parcels. Refer Appendix 14 for available Property Titles information provided by the Department of Education & Training in 2015.

The land is designated Public Use Zone - Education RUZZ.

There is an Environmental Significance Overlay designated for the property which refers to a series of identified trees outside the site's northern boundary, adjacent to the creek. ESO Schedule 3 identifies the trees as 4 x Cypressus macrocarpas. Anecdotal advice received from the school and confirmed on Neamap is that these trees were removed by the City of Kingston between November 2014 and Feb 2015.

Small areas along the northern boundary of the site, at the western and are subject to an Inundation Overlay.

The Planning Property Report and diagrams (as obtained from Planning Schemes online) indicate a Heritage Overlay exists over the existing school LTC (light timber framed construction) building. It is our understanding that the location on the diagram is incorrect as H014 identifies two buildings dating from the original 1918 construction which are colloquially known by the school as Block D & Block T. These buildings are located in the triangular wedge bounded by Station Street and Attenborough Roads. External paint controls only apply.

The land is within an identified area of Aboriginal Cultural Heritage Sensitivity. Previously obtained advice is: under Regulation 43.3 of the Aboriginal Heritage Regulation 2007, an education centre that was constructed and utilised as a school prior to 2007 is exempt from the CHMP requirement.
EXISTING SITE AND CONDITIONS

5.0 EXISTING SITE AND CONDITIONS

The existing site at Mordialloc College is an irregular shape. School buildings are distributed across two-thirds of the western portion. The playing field is located to the eastern portion of the grounds. Attenborough Road, Pine Crescent and Station Street bound the site along the south and north of the west boundary, respectively.

While the school identity and address is 1 Station Street, there is no pedestrian or vehicle access point to the school from Station Street, albeit there is a service and maintenance vehicle driveway access from Station Street along the train line.

The main vehicular and pedestrian entry to the school is via Attenborough Road which is a single lane carriage way. There is limited 30 degree on street parking along the west side (school side) of Attenborough Road which is used by the school community. Vehicle access to the existing carpark with the school grounds is from the Attenborough Road driveway. The carpark is utilised by school staff and visitors.

Additional access into the school for service and maintenance vehicles is also available at the following locations:
- The junction of Attenborough Road and Pine Crescent
- The driveway entry point for way entry & exist midway along Pine Crescent

Pine Crescent is a very narrow single lane carriageway that terminates in a cul-de-sac at the south-east corner of the school site. Street marking exists on the south side of Pine Crescent for approximately 15 parallel carpark spaces. The carpark area is large enough for the narrow street.

Pedestrian access into Mordialloc College occurs in a variety of locations:
- 2 points from Attenborough Road
- 1 point at the junction of Attenborough Road and Pine Crescent
- 1 point from Pine Crescent
- 2 points from the creek on the north boundary

The existing site plan shows the school site and facilities at the completion of the DET CWP that is currently on site. Phase 1 of the creation of a Performing Arts Facility in Block L is completed. Phase 2 of the CWP is currently under construction. Phase 2 will deliver a School PE facility accommodating an indoor netball court, amenities, staff work and a general teaching space (indicated in colour coded facility type on the existing site plan).

The remaining school buildings are a mixture of ages, construction and types. Block D, a two storey 1920s building, and Block T, a single storey 1920s building accommodate Administration, Teaching Spaces and Resource Hub. Block L is a purpose built Year 7 Centre. A specialist science facility was constructed midway along the northern site boundary during the building the Education Revolution in 2010-2011. Block N & Block S are typical L & E shape buildings constructed in the mid 20th century. The eastern portion of Block S is earmarked for over-entitied demolition by the Department of Education at completion of the current CWP on site. It should be noted that the programming for this demolition works is unconfirmed and remains unclear.

A series of external hard courts are situated centrally within site towards the northern creek boundary.

East of the School PE Facility lies the existing (regularly shaped) school oval/playing field with football goal posts located both the east and west end of the defined oval playing space. The playing field area is below the recommended size as stipulated in the DET SQSH. Existing trees currently limit the available shape. However, an area analysis indicates that, even with total tree removal, a playing field oval as recommended cannot be accommodated.
Appendix 1

10.1 Indoor Court Facilities - Feasibility Planning Update No. 2 - Mordialloc College Stadium Feasibility Version 1 (Draft)

Mordialloc College Site
(At Completion of Current DET Capital Works Project 2017)

FEASIBILITY STUDY
Mordialloc College - ADDITIONAL NETBALL COURT FACILITIES

MINX ARCHITECTURE PTY LTD
7A/91 Moreland Street, Footscray, 3011
PH: 03 9646 7000

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EXISTING SITE AND CONDITIONS

5.0 EXISTING SITE AND CONDITIONS

The retention of the existing trees limits the potential site area available for future development, particularly on the eastern portion of the site where a playing field of sufficient size is required to be located. Retention or removal of trees on the site is a matter for Mordialloc College and the school to consider and manage. The school has advised that arborist inspections are undertaken annually to determine the health of the trees and any resultant safety issues. The latest arborist report has not been sighted (to be supplied by Mordialloc College). Site observation indicated that 2 of the existing trees, south of the playing field, along Pine Crescent, currently have low hanging co-dominant leaders.

A Geotechnical investigation was undertaken for the DET CWP on site in 2015. Site classified as Class P in accordance with AS2870-2011. The Geotechnical Report outlined Foundation Recommendations and also noted that shallow perched water may be present within the soils immediately above the clay interface. Actual conditions encountered during the DET CWP construction site in the area of the School PE Facility indicates a highly variable soil profile in this area, till ranging from depths of 200-350mm and water (not peached) at 1.2m. A detailed and localised Geotechnical investigation should be undertaken in the proposed location of any future development on the eastern portion of the site so that the design of suitable footings/foundations cater for the unusual conditions.

No known soil contamination testing has been undertaken on the DET site. It is understood that any future facility development funded by others may require soil contamination testing of the site.

Prior site investigations undertaken in 2015 indicated that site stormwater discharges to both Station Street Infrastructure and the creek and both were considered legal points of discharge. It should be noted that onsite stormwater detention was required for the DET CWP and additional detention for any additional development on the site would be required. Capacity calculated to suit designed development. An existing stormwater drain, taking water from the onsite school driveway south of the School PE Facility, runs along the east side of the School PE Facility and connects to an underground stormwater detention system.

Existing sewer infrastructure runs east-west along the Pine Crescent grassed frontage of the school site, terminating at a sewer manhole (located to the south-west corner of the School PE Facility).

There are two water supplies and two water meters on the school site. One is located on Attenborough Road frontage and the other on the Pine Crescent frontage (south-east of School PE Facility).

The site fire service was upgraded in 2010-2011 during the IER Science facility construction. Recent fire hydrant pressure and flow testing undertaken as part of the DET CWP met BCA requirements. It should be noted that any future development is likely to require significant additional fire service works, potentially resulting in the need for a booster on the site.
**FEASIBILITY STUDY**

**6.0 OBJECTIVES**

City of Kingston have established that there is increasing demand for indoor sports facilities, particularly netball facilities. City of Kingston are exploring suitable locations and options available to meet community demands.

The Feasibility Study objective was to identify potential options for the future expansion of PE Facility at Mordialloc College to accommodate additional indoor netball court and facilities. Opportunities to be explored is considered the existing school site and facilities, the site at completion of the DET CFP and the DET approved Master plan for the School.

Investigations of the existing site conditions, school facilities and services infrastructure were to be undertaken to identify any known problems, constraints and likely cost implications.

It was established that the site area available was unable to accommodate a facility accommodating 3 additional indoor netball courts (providing a total of 4 courts). It was determined that feasibility study would explore options available for development of a facility accommodating one and two additional indoor netball courts.

A significant component of the feasibility study related to carparking opportunities for the users of the proposed indoor netball court facilities. The study involved:

- Identify the quantity and location of existing site carparking
- Identify the quantity and location of existing site carparking
- Identify the possibility for additional site and on street carparking

The Feasibility Study was to include a Feasibility Cost Plan A for facility options and carparking opportunities.

**7.0 PROCESS**

- Utilisation of preliminary briefing information (as outlined at pre-engagement meeting with Feasibility Planning Group) as the basis to investigate options. Refer Appendix 13.
- Investigation & analysis of existing site conditions and constraints.
- Assessment of available and future development of netball facilities.
- Preparation of facility planning and relationship layout for court options.
- Incorporation of additional briefing information – inclusion of empire room and first aid.
- Preparation of draft feasibility and facility options to Feasibility Planning Group. Approval given to proceed with development of Cost Plan A. Refer Appendix 13.

**8.0 CARPARKING**

**Existing carpark spaces on the School Site**

- Dimensions of unlined/unmarked carpark space calculated as per AS2890.1

**Carpark spaces on dedicated grassed area, bitumen driveway access.**

- Dimensions of unlined/unmarked carpark space calculated as per AS2890.1

**Existing Mordialloc College Street carparking - West Side**

1. Marked/Lined 90 degree unlined carpark space
2. Lined/unlined 90 degree unlined carpark space

**Existing Pine Crescent Street carparking - South Side**

- Lined/unlined for 15 parallel on street carparking.

- 50 degree unlined carpark space

**73 SUBTOTAL EXISTING AVAILABLE CARPARK SPACES**

- Opportunity for new indented on street carparking - Pine Crescent North side

- Dimensions of unlined/unmarked carpark space calculated as per AS2890.1

- Proposed layout for existing wide grassed naturestrip and existing grassed frontage on school site

- Lined/unlined 90 degree carparking spaces

- Opportunity for new indented parallel on street carparking - Pine Crescent North side

- Dimensions of unlined/unmarked carpark space calculated as per AS2890.1

- Proposed layout for existing wide grassed naturestrip

- Lined/unlined parallel carparking spaces

**43 SUBTOTAL POTENTIAL NEW CARPARKING OPPORTUNITIES**

**116 TOTAL EXISTING AND POTENTIAL NEW CARPARKING SPACES**

Facility Feasibility Options 1 and 2 outlined in Section 9 and 10 of this report include opportunities for proposed carparking locations and quantities as discussed above.
In summary, Option 1 proposes the following:
- 1 (one) new additional indoor netball court and associated facilities. Located adjacent to and extended from the existing School PE Facility.
- 17 new indemnified street carpark spaces (90 degree with additional manoeuvre area) in Pine Crescent, north side, west end
- 3 new indemnified street parallel carparks in Pine Crescent - north side, east end
- a new onsite carpark to accommodate a total of 18 carpark spaces (including 2 disabled carparks) utilising and connecting into the existing on site one way driveway

Option 1 proposes that the additional netball facility is an extension to the School PE Facility to create a 2 x 2 indoor court facility with new facilities and amenities in conjunction with the existing School PE Facility amenities. The School PE Facility teaching space will require modification and extension to provide access and connection between the existing and proposed. It is envisaged that the east wall of the School PE Facility's netball court be physically opened up so the two courts are physically and visually connected. It should be noted that the east external wall of the School PE Facility has been structurally designed to accommodate removal of large section of wall.

The area, relationship and layout of the Option 1 facilities are based on briefing information provided, including:
- Foyer to accommodate vending machines, areas for display, water bottle filling stations, pedestrian and spectator traffic, access to reception counter.
- Reception counter large enough to cater for 2 workstations and have ability to be totally lockable (ie lockable roller shutter or glazed sliding screens to counter).
- Small store immediately adjacent the Reception area
- Office space of size suitable for 3 workstations
- Amenities (WCs, showers, change rooms, disabled) to comply with BCA on basis of 100 spectators and four playing teams. Amenity calculations include the School PE Facility amenities.
- Umpires Room, including WC and shower
- First Aid Room
- 1 (one) x Indoor netball court with run off area and additional clear space to the perimeter to enable access to School PE Facility court, score boards, time keepers and spectator seating & (for fixed bench seating)
- Court Store

Refer Section 11 Area Analysis for area breakdown.

The Option 1 proposal requires no work or modification to the existing school playing field/oval and delivers an indoor netball facility with a total of two courts. Carparking proposals options allow for the provision of up to 116 carparks located in new indemnified street carparking or within a new carpark on the school site.

Option 1 drawing indicates that a total of 116 carpark spaces could potentially be realised utilising a combination of existing and proposed on site and on street carparks. This quantity could exceed demand generated by a 2 court (in total) facility.

For Feasibility Cost Plan A for Option 1 additional netball court, refer Section 12 of the report.
FEASIBILITY STUDY
10.0 OPTION 2 - 2 ADDITIONAL NETBALL COURTS

In summary Option 2 proposes the following:
- 2 (two) new additional netball courts and associated facilities adjacent to and an extension of the existing School PE Facility (accommodating 1 x indoor netball court to DET guidelines)
- 17 new indented street carpark spaces (90 degree with additional manoeuvre area) in Pine Crescent west end
- 7 new indented street parallel carparks in Pine Crescent - east end
- a new carpark within the site to accommodate a minimum total of 19 carpark spaces (including 2 disabled carparks) utilising and connecting into the existing on site one way driveway

Option 2 proposes that the additional netball facility is an extension to the School PE Facility which provides opportunity, flexibility and ability to utilise the School PE Facility amenities. To achieve this the School PE Facility teaching space will require modification and extension to provide physical access. It is envisaged that the east wall of the Phase 2 PE Facility's netball court be significantly opened up so the total of these indoor netball courts are physically and visually connected. It should be noted that this Phase 2 external wall has been structurally designed to facilitate this connection.

The areas, relationships and layout of the accommodated facilities in this option are based on briefing information provided, including:
- Foyer to accommodate vending machines, areas for display, water bottle filling stations, pedestrian and spectator traffic, direct access to Reception Counter
- Reception area to have ability to be totally lockable with sufficient space for 2-3 workstations
- Small store immediately adjacent the Reception area
- Office space of size suitable for 3 workstations
- Amenities (WCs, showers, change, disabled) to comply with SCA on basis of 100 spectators and six playing teams. Amenity calculations include the School PE Facility amenities.
- Umpire Room, including WC and shower
- First Aid Room
- 2 additional indoor netball courts with required run off to perimeters and additional clear space around to enable access to School PE Facility netball court, scorers & timekeepers. Spectator seating is provided in two locations: retractable seating for 100 to south wall end, fixed bench seating to the north end
- Court Store

Refer Section 11 Area Analysis for area breakdown.

The Option 2 proposal orientates the 2 additional netball courts at 90 degrees to the school’s PE Facility Court. This layout minimises encroachment into the available school playing field/oval space. However, the Option 2 building footprint will result in the need to relocate the existing school football goal posts at the west end of the playing field and reorientate the school playing field/oval; new goal posts, cricket pitch to enable provision of the largest oval possible fall within smaller than the DET 152H recommendations.

The new carpark proposed within the site as proposed indicated on the drawings could be increased to accommodate additional carpark spaces, pending orientation of carpark and reorientation of playing field.

For Feasibility Cost Plan A for Option 2 - 2 x additional indoor netball courts, refer Section 12 of this report.
**FEASIBILITY STUDY**

**11.00 FACILITY AREA ANALYSIS**

### AREA ANALYSIS OF FACILITY OPTION 1

1 ADDITIONAL NETBALL COURT

<table>
<thead>
<tr>
<th>Additional 1 COURT OPTION</th>
<th>Area (m²)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>NEW ENTRY FOYER</strong></td>
<td>120</td>
</tr>
<tr>
<td>Including sufficient area for spectator &amp; team traffic, vending machines, water refilling stations &amp; display areas.</td>
<td></td>
</tr>
<tr>
<td><strong>NEW RECEPTION, OFFICE, OFFICE STORE</strong></td>
<td>35</td>
</tr>
<tr>
<td>Allowance for 4 workstations at Reception and additional 3 workstations in separate office. Small store directly accessible from Reception. Reception counter to be lockable (roller doors or glass sliding screens)</td>
<td></td>
</tr>
<tr>
<td><strong>NEW FIRST AID</strong></td>
<td>13</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>NEW AMENITIES</strong></td>
<td>72</td>
</tr>
<tr>
<td>Area allowance: BCA amenity calculations based on number of team participants at any one time on 2 indoor courts and 90 spectators. Male/Female = 50/50. AmenityQty calculations include school amenities within PT facility.</td>
<td></td>
</tr>
<tr>
<td><strong>NEW UMPIRE ROOM</strong></td>
<td>13</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>NEW NETBALL COURT AREA</strong></td>
<td>1006</td>
</tr>
<tr>
<td>Including court run-off, timekeepers, team benches, fixed 2 tier spectator bench seating, access between and around existing &amp; new netball court.</td>
<td></td>
</tr>
<tr>
<td><strong>NEW STORE</strong></td>
<td>48</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>NEW TRAVEL</strong></td>
<td>76</td>
</tr>
<tr>
<td>E/O measured Corridor and travel allowance to access facilities (existing and new proposed).</td>
<td></td>
</tr>
<tr>
<td><strong>TRAVEL - REFURBS</strong></td>
<td>97.7</td>
</tr>
<tr>
<td>Allowance to refurbish part of existing GPC to create corridor/travel to link existing and proposed facilities.</td>
<td></td>
</tr>
<tr>
<td><strong>GPC - NEW EXTENSION</strong></td>
<td>25</td>
</tr>
<tr>
<td>Modification of existing GPC required via extension construction works to enable linking of existing and new facilities.</td>
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</tr>
<tr>
<td><strong>GPC - REFURBS</strong></td>
<td>50</td>
</tr>
<tr>
<td>Allowance to modify existing retained GPC area, internal only, in conjunction with new extension GPC works.</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL AREA</strong></td>
<td>1564.7</td>
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### AREA ANALYSIS OF FACILITY OPTION 2

2 ADDITIONAL NETBALL COURTS

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<thead>
<tr>
<th>Additional 2 COURT OPTION</th>
<th>Area (m²)</th>
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<tbody>
<tr>
<td><strong>NEW ENTRY FOYER</strong></td>
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<tr>
<td>Including willermen for spectator &amp; team traffic, vending machines, water refilling stations, display areas.</td>
<td></td>
</tr>
<tr>
<td><strong>NEW RECEPTION, OFFICE, OFFICE STORE</strong></td>
<td>45</td>
</tr>
<tr>
<td>Allowance for 2-3 workstations at Reception and additional 3 workstations in separate office. Small store directly accessible from Reception. Reception counter to be lockable (roller doors or glass sliding screens)</td>
<td></td>
</tr>
<tr>
<td><strong>NEW FIRST AID</strong></td>
<td>13</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>NEW AMENITIES</strong></td>
<td>100</td>
</tr>
<tr>
<td>Area allowance: BCA amenity calculations based on number of team participants at any one time on 3 indoor courts and 100 spectators seated at Grand Final Court. Male/Female = 50/50. AmenityQty calculations include school amenities within PT facility.</td>
<td></td>
</tr>
<tr>
<td><strong>NEW UMPIRE ROOM</strong></td>
<td>20</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>NEW NETBALL COURT AREA</strong></td>
<td>2030</td>
</tr>
<tr>
<td>Including court run-off, timekeepers, team benches, retractable seating at south end (100 approx.) and bench seating to the north, access between and around existing &amp; new netball courts.</td>
<td></td>
</tr>
<tr>
<td><strong>NEW STORE</strong></td>
<td>48</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>NEW TRAVEL</strong></td>
<td>84.5</td>
</tr>
<tr>
<td>E/O measured Corridor and travel allowance to access facilities (existing and new proposed).</td>
<td></td>
</tr>
<tr>
<td><strong>TRAVEL - REFURBS</strong></td>
<td>18.7</td>
</tr>
<tr>
<td>Allowance to refurbish part of existing GPC to create corridor/travel to link existing and proposed facilities.</td>
<td></td>
</tr>
<tr>
<td><strong>GPC - NEW EXTENSION</strong></td>
<td>25</td>
</tr>
<tr>
<td>Modification of existing GPC required via extension construction works to enable linking of existing and new facilities.</td>
<td></td>
</tr>
<tr>
<td><strong>GPC - REFURBS</strong></td>
<td>90</td>
</tr>
<tr>
<td>Allowance to modify existing retained GPC area, internal only, in conjunction with new extension GPC works.</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL AREA</strong></td>
<td>2553.2</td>
</tr>
</tbody>
</table>
FEASIBILITY STUDY

12.00 COST PLAN A

Preparation of Feasibility Cost Plan A was prepared by MP Cordia & Associates Pty Ltd on the basis of drawings and briefing information as provided in this report.

OPTION 1 | FACILITY WITH 1 ADDITIONAL INDOOR NETBALL COURT
OPTION 2 | FACILITY WITH 2 ADDITIONAL INDOOR NETBALL COURTS
CARRIAGE A | 90 DEGREE INDENTED PARKING & MANOEUVRE SPACE IN PINE CRESCENT
CARRIAGE B | INDENTED PARALLEL PARKING IN PINE CRESCENT
CARRIAGE C | NEW CARRIAGE WITHIN THE SITE

FINANCIAL STATEMENT
Mordialloc College Feasibility for Netball Courts
Cost Plan A (Modifying) 3rd March, 2017

<table>
<thead>
<tr>
<th>Construction Costs</th>
<th>$</th>
<th>$</th>
<th>$</th>
<th>$</th>
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</thead>
<tbody>
<tr>
<td>1. Completed Construction</td>
<td>Option 1</td>
<td>Option 2</td>
<td>Carpark A</td>
<td>Carpark B</td>
</tr>
<tr>
<td>1.1</td>
<td>Correction and Refurbishment</td>
<td>$ 161,042</td>
<td>$ 263,069</td>
<td>$ 14,650</td>
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<td>1.2</td>
<td>New Works intern</td>
<td>$ 134,203</td>
<td>$ 205,115</td>
<td>$ -</td>
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<tr>
<td>1.3</td>
<td>New Works - External &amp; Services</td>
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<td>$ 46,076</td>
<td>$ 177,704</td>
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<tr>
<td>Subtotal: New construction</td>
<td>$ 353,376</td>
<td>$ 469,244</td>
<td>$ 192,327</td>
<td>$ 77,201</td>
</tr>
<tr>
<td>2. Special Items</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.1</td>
<td>Design Variations</td>
<td>2.5%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.2</td>
<td>Construction Contingency</td>
<td>0%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Subtotal: Special construction</td>
<td>$ 48,402</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>3. Total Project Costs</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.1</td>
<td>Local Furniture &amp; Equipment</td>
<td>15%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.2</td>
<td>Consultants Fees</td>
<td>12%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.3</td>
<td>Authority Charges/Statutory Fees</td>
<td>1%</td>
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<td></td>
</tr>
<tr>
<td>Total Project Current Costs</td>
<td>$ 503,792</td>
<td>$ 489,646</td>
<td>$ 192,327</td>
<td>$ 77,201</td>
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<tr>
<td>4. Exceedance Allowance</td>
<td>6%</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>(based on 12 months to Construction Commencement)</td>
<td>$ 24,792</td>
<td>$ 25,999</td>
<td>$ 11,895</td>
<td>$ 4,632</td>
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<tr>
<td>5. Riser and Fall Allowance</td>
<td>%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. TOTAL PROJECT END COST</td>
<td>$ 535,584</td>
<td>$ 496,646</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7. GST Applicable to Project</td>
<td>10%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>$ 487,254</td>
<td>$ 451,566</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8. TEC (GST Inc.)</td>
<td>$ 535,584</td>
<td>$ 496,646</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Mordialloc College Feasibility for Netball Courts
Cost Plan A (Modifying)

<table>
<thead>
<tr>
<th>Item</th>
<th>Rate</th>
<th>Unit</th>
<th>Gross</th>
<th>GST</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.IA</td>
<td>10.00%</td>
<td>per A</td>
<td>$ 5,353,840</td>
<td>$ 487,254</td>
<td>$ 5,841,094</td>
</tr>
</tbody>
</table>

Appendix 1

10.1 Indoor Court Facilities

Feasibility Planning Update No. 2 - Mordialloc College Stadium Feasibility Version 1 (Draft)
## 10.1 Indoor Court Facilities

### Feasibility Planning Update No. 2 - Mordialloc College Stadium Feasibility Version 1 (Draft)

### General Project Information

- **Appendix 1**
- **12.00 Cost Plan A**
- **Montreal College Feasibility for Netball Courts**

### Cost Plan A

<table>
<thead>
<tr>
<th>Area</th>
<th>Shelf</th>
<th>Rate</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Option 2 - Indoor Court Facilities</strong></td>
<td>$2,342,398</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Cost Plan A

| Analysis of Indoor Court Facilities | $2,342,398 |

### Breakdown

- **Indoor Court Facilities**: 10.1
- **Montreal College Feasibility for Netball Courts**: Cost Plan A

### General Information

- **Montreal College Feasibility for Netball Courts**: Cost Plan A
- **12.00 Cost Plan A**

### Additional Information

- **Appendix 1**
- **10.1 Indoor Court Facilities - Feasibility Planning Update No. 2 - Montreal College Stadium Feasibility Version 1 (Draft)**

### Notes

- **Notes on Feasibility Planning Update No. 2 - Montreal College Stadium Feasibility Version 1 (Draft)**
Appendix 1

10.1 Indoor Court Facilities - Feasibility Planning Update No. 2 - Mordialloc College Stadium Feasibility Version (Draft)

0 November 2018

Ms Melinda J Roberts
Principal
Mordialloc College
1 Station Street
Aspendale VIC 3195

Dear Melinda,

Re: Feasibility Proposal for Feasibility Study
Additional Netball Court and Carpark facilities

I am pleased to acknowledge receipt of your proposal outlining two possible scenarios for the inclusion of an additional basketball court and carpark at the College. We understand the scope of the feasibility study includes investigations of two possible options:

OPTION 1
- Additional indoor basketball court facility extended from the existing Phase 2 Netball Facilities. This court would be used for training and competition. Option to include adjacent 3G pitch and grandstand seating.
- Additional storage facility (approximately 500m²)
- Change rooms and toilet facilities
- 'Home' area
- Create a new netball court for the netball facility

OPTION 2
- Additional indoor netball/basketball court facilities extended from the existing Phase 2 Netball Facility. These courts would be used for training and competition. Option to include adjacent 3G pitch and grandstand seating.
- Additional storage facility (approximately 500m²)
- Change rooms, including large change rooms and toilets
- 'Home' area
- Create a new netball court for the netball facility

Both options will require modifications to the existing Phase 2 Netball Facility.

The feasibility study report will consider:
- Space availability for the proposed additions
- Available opportunities relating to the building, access and expansion of the site
- Sub-base assessment for roof-Roof design and structural design
- Preparation of a Cost Plan for both options

We are satisfied that all key data for the feasibility study is up to date as of 31 December 2017.

The feasibility study report is due on 10 March 2018. Please provide your comments by 31 January 2018.

Yours sincerely,

[Signature]
Jennifer Crook
Director

Feasibility Study
Additional Netball Court Facilities
Mordialloc College - ADDITIONAL NETBALL COURT FACILITIES 19

MNX ARCHITECTURE PTY LTD
7A/91 Moreland Street, Footscray, 3011
PH: 03 8381 7000


APPENDICES

13.00 BRIEFING DOCUMENTS & MINUTES OF FEASIBILITY PLANNING MEETINGS

MEETING NOTES
Readability Study
ICGC and/or ICN Netball court facility & car parking

PAGES: 3

MEETING DATE: 18/01/17

PROJECT NO: 1632

PRESENCE:

[Details provided]

APPOINTMENTS:

[Details provided]

I.T.

ACTION

1.0 CONSULTANT ENGAGEMENT/PROGRAM

[Details provided]

2.0 BRIEFING INFORMATION/DOCUMENTS

2.1 General

[Details provided]

NOTE

2.2 MCG Additional Netball court facilities

[Details provided]

NOTE

3.0 SITE

[Details provided]

NOTE

Appendix 1

10.1 Indoor Court Facilities - Feasibility Planning Update No. 2 - Mordialloc College Stadium Feasibility Version 1 (Draft)
APPENDICES

13.00 BRIEFING DOCUMENTS & MINUTES OF FEASIBILITY PLANNING MEETINGS

Jenny Cocks

From: Mark Robson <mark.robson@morialloc.vic.edu.au>
Sent: Friday, 28 October 2016 2:28 PM
To: Jenny Cocks; Michael ochre
Cc: Steve Lemon, Michael Robson
Subject: Car parking for Morialloc SC

Will all just look up to this, the car parking at Patterson Secondary College (3-court stadium) has 100 immediate car parks, rollout is called car parking, better below.

Please see below images of the two car parks: J-Carroll has access to part of its arrangement with Parkville Secondary College (Where there is shared school is a main entry off 5 tennisball courts, a gymnasium, arts centre and roofed playing (BMD)
## 10.1 Indoor Court Facilities

### Feasibility Planning Update No. 2 - Mordialloc College Stadium Feasibility Version 1 (Draft)

### APPENDICES

#### 13.00 BRIEFING DOCUMENTS & MINUTES OF FEASIBILITY PLANNING MEETINGS

**Jenny Cocks**

**From:** Michael Haley
**Via:** Jenny Cocks
**Date:** 24 January 2018
**Subject:** Indoor Court Facilities - Feasibility Planning Update No. 2 - Mordialloc College Stadium Feasibility Version 1 (Draft)

I have discussed with Mark and internally in our team and we think both of these areas should be included in the building footprint. We believe this will be more practical if we are assessing external funding for the project and that we design to best practice and not standard guidelines, so please include these areas in your building footprint.

**Regards**

Michael Haley

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**From:** Jenny Cocks
**Via:** Mark Buckley
**Date:** 23 January 2018
**Subject:** Indoor Court Facilities - Feasibility Planning Update No. 2 - Mordialloc College Stadium Feasibility Version 1 (Draft)

Dear Mark, Mark, Michael & Fiona

We are meeting Netball Victoria and Netball Australia’s Victoria, tech staff and resources today with regard to some best practices for indoor netball facilities (5-4 courts). Best practices for indoor design areas/rooms include:

- Incorporate a First Aid room and an Umpire change room. Should these areas and rooms be included in the proposed building footprint? 

**Regards**

Jennifer Cocks

**Director**

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### MEETING NOTES

**Readability Study**

**Meeting Date:** 17.03.17

**Pages:** 3

<table>
<thead>
<tr>
<th>Presenter</th>
<th>Title</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elana Ritter</td>
<td>HOD - Netball Victoria</td>
<td>Fiona Lasten <a href="mailto:flasten@netballvictoria.org.au">flasten@netballvictoria.org.au</a></td>
</tr>
<tr>
<td>Michael Haley</td>
<td>HOD - Netball Australia</td>
<td>Michael Haley <a href="mailto:michael.haley@netballaustralia.asn.au">michael.haley@netballaustralia.asn.au</a></td>
</tr>
<tr>
<td>Michelle Roberts</td>
<td>Manager - Netball Victoria</td>
<td>Michelle Roberts <a href="mailto:mroberts@netballvictoria.org.au">mroberts@netballvictoria.org.au</a></td>
</tr>
<tr>
<td>Andrew Herbert</td>
<td>Manager - Manager</td>
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<td>Jenny Cocks</td>
<td>MArchitects Pty Ltd</td>
<td>Jenny Cocks <a href="mailto:jenny.cocks@mahomearch.com.au">jenny.cocks@mahomearch.com.au</a></td>
</tr>
</tbody>
</table>

**PARTicipating:***

- Mark Buckley (MB) - HOD - Sport & Rec

### ITEM

1.0 **Purpose**

**Outline:**

- **NOOTE:**

2.0 **Caravans**

**Outlines:**

- **Note:**

### ACTION

- **Note:**

---

**Feasibility Study**

Mordialloc College - ADDITIONAL NETBALL COURT FACILITIES

MINK ARCHITECTURE PTY LTD

7A/91 Moreland Street, Footscray, VIC 3011

Phone: 03 9696 7000

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**MINX ARCHITECTURE**

3990 6556 7000

26 & 28 Towne Street

Footscray VIC 3011

minx@minx.com.au
Appendix 1

10.1 Indoor Court Facilities

Feasibility Planning Update No. 1 - Mordialloc College Stadium Feasibility Version 1 (Draft)

Appendices

13.00 Briefing Documents & Minutes of Feasibility Planning Meetings

All notes that impact parking that underlie the 3000-seat, 33,000 square foot school land use scenario are problematic. All notes that result in a nullification are not outstanding.

Project area in General Planning:

6. Optimize parking to accommodate the 3000-seat, 33,000 square foot school land use scenario.

7. Both options require significant changes to the current school land use plan, including the removal of existing parking areas and the construction of new facilities.

Reconstruction Note:

JC noted that 2 possible locations for new facilities would be possible. It would be feasible for future design to allow for future parking to face south and north.

Substation Location:

Both substation options are feasible for the 3000-seat, 33,000 square foot school land use scenario.

Additional Considerations

- Availability of additional land for future expansion.
- Site constraints and access requirements for future parking.
- Site constraints for future substation.

JC noted that the 3000-seat, 33,000 square foot school land use scenario is feasible for future expansion.

3.0 Court Options

1. Options presented today include the following:
   a. Indoor court facilities
   b. Outdoor court facilities
   c. Combined indoor and outdoor facilities

2. Options presented allow for a variety of configurations to cater for different requirements.

3. Options include a range of features such as
   a. Multi-purpose courts
   b. Training courts
   c. Competition courts

4. Options presented include:
   a. Indoor courts
   b. Outdoor courts
   c. Hybrid courts

5. Options are based on site requirements and feasibility studies.

Note: All options require significant changes to the current school land use plan.
### APPENDICES

#### 13.00 BRIEFING DOCUMENTS & MINUTES OF FEASIBILITY PLANNING MEETINGS

**EXISTING AND PROPOSED CAR PARKING - ONSITE AND ON STREET**

<table>
<thead>
<tr>
<th>Existing &amp; Proposed</th>
<th>Carpark Area</th>
<th>Oursite</th>
<th>On Street</th>
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<tr>
<td>Asphalts access, parking on grass</td>
<td>34</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Existing Attenborough Road</td>
<td>38</td>
<td>1</td>
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<tr>
<td>NOTE: exiting parallel parking in Pine Crescent omitted from calculations</td>
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<tr>
<td><strong>PROPOSED PINE CRESCENT</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>60 degree street parking utilising grassed naturestrip &amp; school grassed ground</td>
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<td></td>
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<tr>
<td>Parallel street parking utilising grassed naturestrip</td>
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<tr>
<td><strong>PROPOSED ONSITE</strong></td>
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<td><strong>TOTALS</strong></td>
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<td>4</td>
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Existing and proposed carpark space analysis presented at meeting and discussed.

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#### FEASIBILITY STUDY

Mordialloc College - ADDITIONAL NETBALL COURT FACILITIES
APPENDICES

14.0 PROPERTY TITLE INFORMATION

The Property Title Information contained herewith was supplied by the Department of Education in 2015. Planning Online documents indicate that a further file forms part of the school site entity DET Property Unit advised, in 2015, that no further documents are available.
C. ON SITE CARPARKING AND ACCESS WAY

- 17 carparks, 2 disabled carparks, 2 way access driveway - 25.7m x 37.035m
- Additional area: end turn - 19.8m²
- Additional area: access from driveway - 49m²
- Construction: Heavy Duty Asphaltradeway with concrete kerb and channel
  Including:
  - Allowance for stormwater infrastructure to carpark & driveway
  - Allowance for rectification/remedial works to existing driveway
  - Allowance for line marking and signage
  - Allowance for potential rerouting of existing water main (believe it runs under proposed carpark location from Pine Crescent and along the front of the school PE facility so it would have to be realigned lower or rerouted)
  - Allowance for completely crop soil conditions, ie high degree of substructure stability required
  - Allowance for external lighting to carpark
  - Allowance for landscaping - grass around carpark
  - Allowance for 2 x mature tree removal

- Allowance for supply and installation of 6 x 1.8m high trees to site boundary

Hi Jenny,

Please see below the services budget estimates for the above project as discussed:

(Excluding healing to netball courts as you advised the brief excluded this requirement)

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<thead>
<tr>
<th>Category</th>
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<td>Mechanical Services</td>
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<td>Electrical Services</td>
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<td>Electrical Services</td>
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Regards,

Gina Thomas

177 Mansfield St, Thornbury 3071
Ph: (03) 9499 8060
Email: gina@thomasconsultinggroup.com.au
Web: www.thomasconsultinggroup.com.au
Appendix 1

10.1 Indoor Court Facilities

Feasibility Planning Update No. 2 - Mordialloc College Stadium Feasibility Version 1 (Draft)

APPENDICES

15.00 ADDITIONAL BRIEFING INFORMATION PROVIDED TO QS

Mordialloc College

KC: Netball Court Feasibility

Area & Building Information - S. & 2 COURT OPTIONS & SITE

<table>
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<tr>
<th>Court Area</th>
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<tr>
<td>RECEIPTION, OFFICE, STORE</td>
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<td>PRINTING</td>
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<td>AMENITIES</td>
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<tr>
<td>KITCHEN</td>
<td>25</td>
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<td>NETBALL COURT AREA</td>
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</table>

Including court run-off, timekeepers, score sheets, speciality, access between and around courts

160
46
46
76
84.5
18.7
18.7
36
35
20
50
70
1345.7
2883.3

FIRST FLOOR - Equipment Areas

The 1st floor court room will be a 12m wide indoor netball court set out as follows:

*WCF* We need a clear space and outside the actual PC facility to accommodate a Netball Court, with required foot in off, access way and ceiling height. It was proved to a satisfactory space but just 5.1m EAV for the 1st court - we need 5.3m (pappas) for satisfactory. The overall court facility includes, offices, paper work and meeting areas (500m²). Plus we need above as an additional variation so that conditions are as good as court may be in this type of space.

The design of Courts 1-2 has floor to floor 1200 mm to 1300 mm (total 2400mm). Heats from 1.4m high min for total pace (1300mm) and roof ceiling 4.3m high (allow for long play).

Equipment to be set out as follows:

- 12m x 28m
- 4.3m high (min)
- 2 courts

Minimum space required for netball coaching

- 2 courts
- 1.4m

Additions to be set out as follows:

- 1.4m
- 2 courts
- 1.4m

Rest areas and changing rooms to include: changing, toilets, offices, dressing rooms, and facilities.

Adaptations to be set out as follows:

- 1.4m
- 2 courts
- 1.4m

Rest areas and changing rooms to include: changing, toilets, offices, dressing rooms, and facilities.

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- 2 courts
- 1.4m

Rest areas and changing rooms to include: changing, toilets, offices, dressing rooms, and facilities.
City of Kingston

Mordialloc Secondary College
Proposed Stadium Facility

Management Model and Business Plan

Final Report

ASR Research
March 2017
Appendix 2

10.1 Indoor Court Facilities - Feasibility Planning Update No. 2 - Mordialloc Secondary College - Proposed Stadium Management Report 16.3.2017

EXECUTIVE SUMMARY

Introduction

A single court indoor stadium is currently being constructed at the Mordialloc Secondary College. Council is investigating the feasibility of adding 1 or 2 more courts to the stadium. This investigation has two Parts – 1) an assessment of the capacity of the school site to feasibly accommodate a 2 or 3 court stadium; and 2) the development of a preferred management model and business plan for the stadium. This document contains the report for Part 2 – Preferred management model and business plan.

Key findings

Preferred management model/financial parameters, Council and College

- Mordialloc Secondary College does not have a fixed position on a management model for the stadium. However, its preference is that the College not be involved in the day to day operation/management of the stadium. It also has reservations about an association running the stadium because of the potential for the association to dominate the use of the facility.
- Kingston City Council said it has the capability to manage the stadium but concedes that this would be a costly management arrangement. It said that a low cost management model, similar to the arrangement at Parkdale Secondary College, would be a more suitable option.
- The College and Council have similar parameters on what the management model should achieve in terms of the stadium’s financial performance – i.e. generate sufficient revenue to cover operating, maintenance and asset renewal costs.

Current practice: Management models

- The management models of 7 school stadiums were investigated for this Study:
  - 4 stadiums were jointly developed by DET and Council: Patterson River, Bendigo East, Reservoir, Parkdale
  - 2 were fully funded by DET or the School: Oxley, Rowville
  - 1 was fully funded by the local sports association: Lilydale
- The stadiums have 5 management models (note: none are Council managed):
  - Directly by the college/school: Patterson River, Rowville, Bendigo East
  - By a parent body of the school: Oxley
  - By a community organisation: Parkdale
  - By a contract manager appointed by Council: Reservoir
  - By a local sport association: Lilydale.
- With the exception of Bendigo East, the management models have been in place since the stadiums commenced their operations. Bendigo East was originally managed by a local sports association, then the YMCA and now the College.

All the schools are satisfied with their current management models:

- The 3 schools that directly run their stadiums are happy with this model. Two stadiums cover their costs (operational, maintenance and renewal) and, in the case of Rowville, the stadium is generating a significant profit which is used to fund other school activities.
- The 4 schools where external managers run the stadiums are also satisfied with this model. They like the simplicity – no cost to the school, no involvement with user groups, no maintenance responsibilities etc.

One school, Reservoir, has some concerns about the time it takes for maintenance works to be performed.

- The 4 Councils currently or formerly involved with schools in joint use agreements (Kingston, Darebin, Bendigo and Frankston) also appear to be satisfied with the management models for the stadiums. Three do not contribute financially to the stadiums’ operations (Darebin contributes to maintenance but is happy to do so) and all are confident that the stadiums are being well managed.

2
Appendix 2

10.1 Indoor Court Facilities - Feasibility Planning Update No. 2 - Mordialloc Secondary College - Proposed Stadium Management Report 16.3.2017

Mordialloc SC Stadium – Management Model and Business Plan

Draft Report

- The external managers of the stadiums at Parkdale, Lilydale, Reservoir and Oxley are generally happy with their management models. The YMCA at Reservoir has some concerns about the time it takes for Council to undertake maintenance and repair works. The others do not have this problem because they are responsible for maintenance (Lilydale, Oxley) or the school is responsible and responds quickly to maintenance requests (Parkdale).

- The learnings for the proposed Mordialloc Secondary College Stadium from the investigation into the management models at the other schools are:
  - The responsibilities of all the parties to the management arrangements, particularly with respect to maintenance and financial management, should be clearly defined, well understood and fully agreed to.
  - Ideally the stadium would generate sufficient revenue to meet all costs – operation, maintenance and renewal.
  - Ideally the party responsible for performing maintenance should be involved in the daily operation and use of the stadium and have the capacity and willingness to respond quickly to maintenance issues, e.g. the school or facility manager.

Special issues: 2 or 3 court stadium and provision of a kiosk

- Council is investigating the feasibility of adding 1 or 2 more courts to the one court stadium at Mordialloc Secondary College. An important consideration in this investigation is the financial performance of the stadium – that is, is there a compelling case from a recurrent budget perspective to develop a 3 court instead of a 2 court stadium. 5-year budgets have been developed for the 2 and 3 court options. The budgets confirm that a 3 court stadium will deliver a better financial outcome of around $45,000 to $50,000 per annum than a 2 court stadium.

- All the stadiums reviewed for this Study have a kiosk. Some are profitable – Oxley, Lilydale, Darebin – others are not – Parkdale, Rowville. All the managers of the stadiums, even those whose kiosks make a loss, expressed the view that a kiosk should be considered to be a core component of a multi-court stadium and a space for a kiosk should always be provided.

Recommendations

That:

- A 3 court stadium be adopted as the preferred design model for the Mordialloc Secondary College stadium.
- Provision be made for a kiosk in the stadium.
- The external management model be adopted as the preferred management approach for the stadium.
- Mordialloc Community Centre be engaged as the after-hours manager of the stadium.
- The details of the management model be as outlined in the Business Plan provided in Appendix C. That is:
  - The creation of a committee to oversee the management of the stadium comprising representatives of the College, Mordialloc Community Centre and Council
  - The role of the committee being to develop and approve the management agreement, develop operational policies and monitor the performance of the Manager
  - The responsibilities of the Mordialloc Community Centre being to promote, staff and coordinate the after-school hours use of the stadium and bill users
  - The Centre being paid a management fee for performing this role
  - The responsibilities of the College being to oversee the performance of the Community Centre, ensure the stadium is presented and maintained in good condition and meet all operating, maintenance and capital renewal costs
  - The responsibilities of Council being to participate on the management committee, assist with the promotion of the stadium and generally provide support to the Mordialloc Community Centre.
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1. INTRODUCTION

1.1 Purpose of project

A single court indoor stadium is currently being constructed at the Mordialloc Secondary College. Council is investigating the feasibility of adding 1 or 2 more courts to the stadium. This investigation has two Parts – 1) an assessment of the capacity of the school site to feasibly accommodate a 2 or 3 court stadium; and 2) the development of a preferred management model and business plan for the stadium.

This document contains the report for Part 2 – Preferred management model and business plan.

1.2 Project methodology

The project methodology for Part 2 involved the following steps.

1. Consulting with:
   - Mordialloc Secondary College about Kingston Council about their preferences and parameters with respect to the use, management and financial performance of the proposed stadium
   - Schools that have externally managed multi-court stadiums about the details of and their level of satisfaction with the management arrangements for their stadiums
   - The external managers of the school stadiums about their operational processes and level of satisfaction with the management arrangements for the stadiums
   - Local netball and basketball associations that operate in the Mordialloc area about their interest in using and managing the proposed Mordialloc Stadium.

2. Assessing the merits of the various management models – cost, implications for schools, implications for Council, benefits to community etc - and selecting a preferred model.

3. Preparing a business plan for the preferred management model.

4. Reviewing the outcomes of the above steps with Council Officers.

5. Preparing a final report.

1.3 The College and Proposed Stadium

Mordialloc Secondary College is a Year 7-12 co-educational government school located in Station St, Aspendale. The College had around 750 students and a staff of around 100.
The College currently has a single court gymnasium that is undersized for competition basketball and netball. The gym is being replaced (work has commenced) by a new facility which will have a full size court, offices for the College's PE Department, changerooms and storage areas. Council and the College are exploring the feasibility of adding 1 or 2 additional courts to the stadium as a second stage (note: the preliminary report from Part A of the feasibility assessment is that a 3 court stadium could be accommodated on the school site).

2. CONSULTATION OUTCOMES

2.1 Mordialloc Secondary College

The College was asked to comment on/provide information about the following:

- The College's planned use of the stadium.
- Its parameters about external use.
- Its interest in managing the stadium.
- Its preferred management model including financial and maintenance arrangements, reporting etc.

Its response was as follows:

- The College would access the stadium from 7.00am to 3.30pm. It would allow community use during this time if the courts were not required by the College. The community would be allowed to use the facility at all other times.
- The College has no position on the types of users but its preference is to give priority access to local clubs and individuals. It anticipates that the main users would be local basketball and netball clubs and associations.
- The College has an open mind about management models. It would consider all models, even school management. However, this is not its preference. It also has some reservations about management by a sporting association. It has concerns that the association would dominate the use of the facility.
- The College has an open mind with respect to financial arrangements, i.e. whether the school or an external body collects the fees and manages the finances. However, it does have some financial parameters:
  - The facility must be cost neutral in the medium to long term (hopefully immediately)
  - Any profits are put back into the facility or shared equitably by the College and Council.

2.2 Kingston City Council

Council officers were asked to comment on/provide information about the following:

- Council's expectations about the availability of the stadium for community use.
- Council's preferences about the type and range of use the stadium receives.
Appendix 2

10.1 Indoor Court Facilities - Feasibility Planning Update No. 2 - Mordialloc Secondary College - Proposed Stadium Management Report 16.3.2017

Mordialloc SC Stadium – Management Model and Business Plan

- Its expectations about the financial performance of the stadium.
- The level of involvement Council wants in the operation of the stadium.
- Council’s preferred management model.

Its response was as follows:

- At a minimum, the stadium should be available for community use after school hours and on weekends. Some access during school hours would also be good if the courts were not required by the College.
- Council wants the stadium to be used for multiple activities by multiple groups. It does not want the use to be dominated by one or two groups.
- Council’s expectations about the stadium’s financial performance are that it will be profitable and able to meet all operational, maintenance and asset renewal costs.
- Regarding level of involvement, Council’s would like to have a role in governance and policy development but not necessarily be involved in the day to day management and operation of the stadium.
- Regarding management of the stadium, Council could capably undertake the management role. However, it would be a costly option. Management by a community group, association or management contractor would be less costly and could be just as effective. The Mordialloc Community Centre’s management of the Parkdale Secondary College Stadium and the Chelsea Basketball Stadium’s management of the Bonbeach Stadium have demonstrated this.
- Council shares the College’s concern about an association managing the stadium and potentially dominating its use. It said that this management model may not achieve Council usage preference, i.e. use for multiple activities by a range of groups.

2.3 Schools, managers and users of stadiums on school land

A number of schools in Victoria have multi-court stadiums in their grounds that are available for community use. The managers and owner schools/Councils/user associations of seven of these stadiums were asked to comment/provide information about the following (where relevant):

- The component facilities of the stadiums.
- The details of the stadiums’ management arrangements.
- Operational processes and responsibilities – staffing, cleaning, maintenance, marketing.
- Hire costs.
- Financial management and performance.
- Positive and negative aspects of the above.
- The learnings for the Mordialloc Secondary College Stadium.

The responses of the schools and managers are outlined below.

2.3.1 Parkdale Secondary College

- The stadium comprises 3 multi-lined courts, offices for school PE staff, change rooms/amenities and kiosk.
- The stadium was jointly developed by DET (State Department of Education) and the Kingston City Council. The stadium was opened in 2015.
- The stadium is part of a larger ‘community precinct’ which includes the stadium, educational hub, playing fields and performing arts centre.
- DET, the College and Kingston City Council have entered into a joint use agreement with respect to the management of and access to the stadium. The College and Mordialloc Community Centre have entered into
A separate agreement with respect to the management of the stadium. The key elements of these agreements are as follows:

- The term of the joint use agreement between DET, the College and Kingston City Council is 30 years with an option to extend for a further 20 years. The management agreement between the College and Community Centre is for a 3-year period with an option to extend for 2 years.
- The College has access to the stadium on weekdays from 7am to 4pm and is responsible for the operation of the stadium during these hours. It also has full responsibility for cleaning and maintaining the stadium and meeting all operating costs.
- The Community Centre is responsible for the operation of the stadium from 4pm to closing time on weekdays and from 8.30am-6pm on Saturdays and Sundays. Its responsibilities include staffing the stadium, co-ordinating its use, sending out invoices and ensuring the stadium is presented in a tidy condition. The College pays the Centre a management fee to undertake these tasks – currently $35 exGST per hour or $575 exGST per week.
- The stadium receives extensive community use. The main users are local basketball and netball clubs and associations. The users pay a hire fee of $45 per court per hour.
- The revenue from court hire goes to the College. This revenue is used to pay all operational, maintenance and renewal costs including the management fee to the Community Centre (note: the College indicated that the stadium is performing well financially and is meeting all costs. This is allowing the College to maintain the facility at a very high standard).

- The Community Centre was asked whether the management fee covers the Centre’s costs. It indicated that it met the cost of staffing the Centre but did not compensate the Centre for administration costs (managing the bookings and invoices) or the small loss made from the kiosk.
- The College and the Community Centre are satisfied with the management arrangements. They indicated that they would like to continue the arrangement after the initial period expires. Kingston City Council is also highly satisfied, saying that the stadium is performing well financially and is being optimally used by a range of groups.
- With respect to the learnings for the proposed Mordialloc Secondary College facility, the College, Centre and Council emphasised the importance of:
  - The College, Council and Community Centre being clear about their responsibilities
  - The College, Council and Community Centre having a strong and supportive relationship
  - A significant emphasis being placed on presenting the Stadium at a high standard
  - The stadium generating sufficient income to adequately fund asset renewal works.

They said that the Parkdale management model should be seriously considered for Mordialloc.

Note: Mordialloc Community Centre indicated its interest in managing the Mordialloc SC Stadium

2.3.2 Patterson River Secondary College

- The stadium comprises 3 multi-lined courts, offices for school PE staff, changerooms/amenities and kiosk.
- The stadium was joint developed by DET and the Frankston and Kingston City Councils. The stadium was opened in 2010.
- DET, the College and Frankston and Kingston City Councils have entered into a joint use agreement with respect to the management of and access to the stadium. The agreement is for 25 years with an option to extend for 20 years.
- Under the agreement, the College is fully responsible for the stadium’s management, maintenance and asset renewal. Unlike Parkdale Secondary College, the College has chosen to directly manage the stadium after-hours.
Appendix 2

10.1 Indoor Court Facilities - Feasibility Planning Update No. 2 - Mordialloc Secondary College - Proposed Stadium Management Report 16.3.2017

Mordialloc SC Stadium – Management Model and Business Plan

- The stadium is used by the College during school hours and is available for community hire at other times. It is heavily used by both the College and the community. The major user of the stadium is the Chelsea Basketball Association. The Association pays the College $23 per hour per court for the hire of the facility.
- The College does not staff the stadium after school hours. The kiosk is also not staffed. Instead, it is available for the user groups to hire and manage.
- The revenue from the hire of the courts and kiosk goes to the College. In the early years of the stadium, the revenue was not sufficient to meet all the operational, maintenance and asset renewal costs. In recent years, it has met these costs.
- The College is satisfied generally satisfied with the management arrangement, especially now the stadium meets its costs. The College concedes that the stadium not being staffed after hours can cause some problems, particularly with respect to the stadium being kept in a tidy condition. However, staffing the stadium would increase costs which the College would have to recoup by raising the court hire rate – something the College is reluctant to do.
- Kingston Council indicated that it was satisfied with the management arrangement.

2.3.3 Lilydale High School

- The stadium at the High School comprises 4 multi-lined courts, changerooms/amenities, kiosk and small training room. It was constructed 17 years ago.
- The stadium was jointly developed by the High School (DET) and the Kilsyth and Mountain District Basketball Association. The school provided the land and the Association fully funded the construction of the stadium. There was no capital contribution from the school or Yarra Ranges Shire.
- The Association manages the stadium. The school has access until 8am to 3pm; the Association has access at all other times. No money changes hands. The school does not pay the Association for its use of the stadium. The Association does not pay the school for access to the school’s land.
- The Association receives all the revenue from the stadium and meets most of the costs. The school pays half the cleaning costs and, by negotiation, will pay some maintenance costs.
- The stadium operates profitably and is an important source of income for the Association. It generates sufficient revenue to meet operational, maintenance and asset renewal costs.
- The Association is satisfied with the arrangement. It would like to share more costs with the school but is not going to force the issue. The High School is satisfied with the arrangement.

2.3.4 Oxley College (private school)

- Oxley College stadium comprises 5 multi-lined courts, changerooms/amenities, kiosk and training and social rooms. It commenced operation in 2008. It was funded by the Life Ministries Centre, the parent body of the College.
- The stadium is managed by the Life Ministries Centre. The College has no involvement in the management or maintenance of the stadium.
- The College has exclusive access to the facility during school hours. The community has access at other times. The stadium receives heavy community use – mainly by netball and basketball associations and clubs. It charges $48 per hour per court.
- The stadium operates profitability. It fully meets its operational, maintenance and asset renewal costs.
- The Life Ministries Centre, College and the main user group, the Kilsyth Basketball Association, are highly satisfied with the operational and management arrangements.
2.3.5 Rowville Secondary College

- The stadium is located at the College’s eastern campus. It opened in 2015 and is part of larger sports precinct that comprises the stadium, a sports medicine clinic, health and fitness centre and playing fields.
- The stadium comprises 4 courts, cafeteria, office, large foyer, training rooms, changerooms and amenities. It was totally funded by DET. There was no contribution from Knox Council or any local associations.
- The College manages and maintain the stadium. It is solely used by the College during school hours and is available for community hire during non-school hours. The cost of hire ranges from $25 to $39 per hour. Regular, long term users pay the lower rate; less frequent, casual users pay the higher rate.
- The stadium is heavily used by the College and the community. The College runs a sports academy from the stadium; Basketball Victoria, regional basketball associations and a football/netball league hold competitions games and representative training at the venue; and local basketball and netball clubs train at the facility.
- The stadium operates profitably. The College predicts that the stadium will generate an operating profit of around $250,000 within 3 years. This money will be used to support other school activities.
- Originally, the College was going to engage the Dandenong Basketball Association as the stadium manager. The Association was offering to contribute $72M to the construction of the stadium and in return would be appointed as the facility manager. The Association decided not to proceed with this arrangement. The College was disappointed at the time but is now pleased the arrangement failed. It said the Association may have dominated the use of the stadium; possibly to the detriment of the local clubs and other regional associations that currently use the facility. Also, the financial return to the College would have been less.
- The learning for the Mordialloc Secondary College is to be confident that the management arrangement will achieve the College’s and Council’s usage and financial objectives.

2.3.6 Reservoir Secondary College

- The stadium, known as the Darebin Community Stadium, was built in 2001. It comprises 4 multi-lined courts, office, training room, classroom, kiosk and social room.
- The stadium was jointly developed by Darebin City Council and Reservoir Secondary College and operates under a joint use agreement between Council and the College. The College has free access to 2 of the 4 courts during school hours. The other 2 courts are available for community use. All the 4 courts are available for community use outside of school hours.
- Under the joint use agreement, Council is responsible for the management of the stadium. Council has contracted out this management role to the YMCA. The YMCA has full responsibility for the day to day operation of the stadium – staffing, marketing, financial management, cleaning and basic maintenance. Council has responsibility for major maintenance and capital upgrade. The College has no operational or maintenance responsibilities, other than to pay for any damage it causes.
- The YMCA collects and retains the revenue from the stadium and meets all operational and basic maintenance costs. The stadium makes a small surplus which the YMCA shares with the Council. Council pays the YMCA a small maintenance fee and meets major maintenance and asset renewal costs.
- The stadium is heavily used by the College and the community. Basketball and netball associations and local basketball and netball clubs are the main users. Hire costs per court range from $40 per hour (off peak) to $51 per hour (peak).
- Darebin Council is highly satisfied with the management arrangement. The YMCA is content with most aspects of its involvement with the stadium. Its only concern is over the length of time it takes to get some maintenance works completed – firstly deciding who has responsibility and secondly getting the work done. The College is generally satisfied with the management arrangement. It shares the concern about the length of time it can take to get works done.
Mordialloc SC Stadium – Management Model and Business Plan

- The learning for the Mordialloc Secondary College stadium is involving Council in maintenance may result in some frustrations over the time it takes to get work done.

2.3.7 Bendigo East Secondary College

- The stadium, known as the Flora Hill Stadium, was built in 2001. It comprises 3 multi-lined courts, office, training room, kiosk and social room.
- The stadium was jointly developed by the College (DET), Bendigo City Council and Strathdale Netball Association. It operated under a joint use agreement between these parties for 10 years. The agreement expired in 2011 and was not renewed.
- The stadium is now a school asset which is available for community use. The College has full access to the courts during school hours. The community has access outside of school hours.
- The Strathdale Netball Association were the original managers of the Stadium. However, this proved to be unsatisfactory. The College took over and appointed the YMCA as the facility manager. This was not successful and the College terminated the agreement with the YMCA. It then employed its own manager. This arrangement is working well.
- Under the joint use agreement (now expired), Council had some responsibility for the maintenance of the stadium. It now has no responsibility. Council, however, is prepared to be involved in capital upgrade projects at the stadium as long as the works are subject to a new joint use/development agreement. For example, it is currently investigating the feasibility of adding 2 more courts to the stadium.
- The stadium is heavily used by the College and the community. Local basketball and netball associations and clubs are the main users. The hire cost per court is $38 per hour.
- The College collects and retains the revenue from the stadium. The revenue is sufficient to meet all operational and basic maintenance costs. It is not sufficient to fund asset renewal.
- The College and Council are satisfied with the management arrangements. The learnings for Mordialloc Secondary College are that:
  - Direct management by the school can work well
  - It is important that the operation of the stadium generates sufficient funding to meet asset renewal costs.

2.4 Potential user groups

The Chelsea Basketball and Netball Associations were asked about their interest in using the proposed Mordialloc Secondary College Stadium and potentially being involved in its management:

- The Basketball Association indicated that it was strongly interested in using the stadium. It said that having access to Mordialloc Secondary College would allow its competitions to expand and it would be able to consider shifting the competitions currently run at the Patterson River Stadium to the new facility at Mordialloc Secondary College. However, it added the proviso that it would not be able to pay more than $23 per hour per court.
- The Netball Association also indicated a strong interest in using the stadium. It said that having access to the Mordialloc Secondary College stadium would allow it to expand its current competitions and provide more time for club and representative training.
- The Basketball Association confirmed an interest in managing the stadium. The Netball Association said it was not interested.

The Mordialloc Community Centre, the manager of the Parkdale Stadium, was asked if it thought the proposed 2 or 3 court Mordialloc Stadium would get significant use. It predicted that a 3 court stadium would get substantial use and would quickly fill to capacity.
3. KEY CONSULTATION FINDINGS

The key findings from the consultation were as follows:

3.1 Preferred management model/financial parameters, Council and College

- Mordialloc Secondary College does not have a fixed position on a management model for the stadium. However, its preference is that the College **not** be involved in the day to day operation/management of the stadium. It also has reservations about an association running the stadium because of the potential for the association to dominate the use of the facility.
- Kingston City Council said it has the capability to manage the stadium but concedes that this would be a costly management arrangement. It said that a low cost management model, similar to the arrangement at Parkdale Secondary College, would be a more suitable option.
- The College and Council have similar parameters on what the management model should achieve in terms of the stadium’s financial performance – i.e. generate sufficient revenue to cover operating, maintenance and asset renewal costs.

3.2 Current practice: Management models

- The management models of 7 school stadiums were investigated for this Study:
  - 4 stadiums were jointly developed by DET and Councils: Patterson River, Bendigo East, Reservoir, Parkdale
  - 2 were fully funded by DET or the School: Osley, Rowville
  - 1 was fully funded by the local sports association: Lilydale
- The stadiums have 5 management models (note: none are Council managed):
  - Directly by the college/school: Patterson River, Rowville, Bendigo East
  - By a parent body of the school: Osley
  - By a community organisation: Parkdale
  - By a contract manager appointed by Council: Reservoir
  - By a local sport association: Lilydale.
- With the exception of Bendigo East, the management models have been in place since the stadiums commenced operation. Bendigo East was originally managed by a local sports association, then the YMCA and now the College.
- All the schools are satisfied with their current management models:
  - The 3 schools that directly run their stadiums are happy with this model. Two stadiums cover their costs (operational, maintenance and renewal) and, in the case of Rowville, the stadium is generating a significant profit which is used to fund other school activities.
  - The 4 schools where external managers run the stadiums are also satisfied with this model. They like the simplicity – no cost to the school, no involvement with user groups, no maintenance responsibilities etc. One school, Reservoir, has some concerns about the time it takes for maintenance works to be performed.
- The 4 Councils currently or formerly involved with schools in joint use agreements (Kingston, Darebin, Bendigo and Frankston) also appear to be satisfied with the management models for the stadiums. Three do not contribute financially to the stadiums’ operations (Darebin contributes to maintenance but is happy to do so) and all are confident that the stadiums are being well managed.
- The external managers of the stadiums at Parkdale, Lilydale, Reservoir and Osley are generally happy with their management models. The YMCA at Reservoir has some concerns about the time it takes for Council to undertake maintenance and repair works. The others do not have this problem because they are responsible for maintenance (Lilydale, Osley) or the school is responsible and responds quickly to maintenance requests (Parkdale).
Appendix 2

10.1 Indoor Court Facilities - Feasibility Planning Update No. 2 - Mordialloc Secondary College - Proposed
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Mordialloc SC Stadium – Management Model and Business Plan

- The learnings for the proposed Mordialloc Secondary College Stadium from the investigation into the
management models at the other schools are:
  - The responsibilities of all the parties to the management arrangements, particularly with respect to
  maintenance and financial management, should be clearly defined, well understood and fully agreed to
  Ideally the stadium would generate sufficient revenue to meet all costs – operation, maintenance and
  renewal
  Ideally the party responsible for performing maintenance should be involved in the daily operation and/or
  use of the stadium and have the capacity and willingness to respond quickly to maintenance issues, e.g.
  the school or facility manager.

4. RECOMMENDED MANAGEMENT MODEL FOR THE PROPOSED MORIALLOC SC STADIUM

The review of management models does not provide a ‘stand-out’ direction on a preferred approach for the
Mordialloc Stadium – all the models (schools, association, community groups) seem to work well. Therefore, the
recommended model will largely depend on the extent to which Kingston Council and the College want to be involved
in the management of the stadium.

Council concurs that Council management would be the highest cost model (see Appendix A and the table 2 below
for a comparison of the options). The comparison indicates that Council management would be more expensive than
management by a community group/association by around $15,000 per annum. It recommends that a lower cost
option be pursued.

The College has indicated a preference not to be involved in the day to day management of the stadium. This does
not rule out school management but it is unlikely to be considered if there is a suitable alternative. The College did
indicate a willingness to look after the financial management and maintenance of the stadium.

This leaves management by an external organisation, e.g. a management contractor like the YMCA, a sports
association like the Chelsea Basketball Association or a community group like Mordialloc Community Centre as the
potential option. Management contractors, e.g. the YMCA, can be competent skilled managers. In most cases, they
do a good job (Reservoir). In some cases, they do not (Bendigo East). The difference between them and a community
group or a sports association is that they are not local. As a result, they are not likely to get the same level of local
community support. Contract managers can also be bureaucratic – some decisions have to be referred back to the
head office. This can make them less responsive. Also, they can be a more expensive option as often they charge a
management fee that includes a profit margin.

Local sports associations can also be skilled, competent managers. Chelsea Netball and Basketball Associations have
demonstrated this. However, the concern with this model of management is the risk that the association will
-dominate the use of stadium, particularly if they have considerable demand for the courts. The College has expressed
a concern about this model.

Community groups can be proficient and skilled facility managers. Mordialloc Community Centre has demonstrated
this through its successful management of the community centre and more recently the Parkdale Secondary College
Stadium. The Centre has indicated that it is interested in managing the Mordialloc Secondary College Stadium. The
Parkdale Secondary College, however, may be concerned about this. It may view the Mordialloc Stadium as a
competitor facility and, therefore, may hold the view that it is not appropriate for the Mordialloc Community Centre
to manage this facility.

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Appendix 2

10.1 Indoor Court Facilities - Feasibility Planning Update No. 2 - Mordialloc Secondary College - Proposed Stadium Management Report 16.3.2017

Mordialloc SC Stadium – Management Model and Business Plan

Draft Report

On balance, it is considered that management by the Mordialloc Community Centre would be the best option. It has proven to be highly successful at Parkdale and this success could be repeated at Mordialloc. It is recommended that the same financial, maintenance and asset renewal management as Parkdale be adopted, i.e. the school being responsible for these functions. One improvement to the Parkdale arrangement should be made, i.e. the Community Centre should be adequately compensated for all its costs – staffing the stadium, administration (bookings, invoices etc).

Table 2 - Management models: pros and cons

<table>
<thead>
<tr>
<th>Model</th>
<th>Pros</th>
<th>Cons</th>
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<tr>
<td>Council</td>
<td>Experienced competent facility managers</td>
<td>Highest cost option</td>
</tr>
<tr>
<td></td>
<td>Financial and other support systems in place</td>
<td>Not the preference of Council</td>
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<td></td>
<td>Respected by community</td>
<td>Distant from facility</td>
</tr>
<tr>
<td></td>
<td>Can draw on Council’s pool of staff</td>
<td>Can be bureaucratic</td>
</tr>
<tr>
<td>College</td>
<td>Financial and other support systems in place</td>
<td>Higher cost option than community centre or association</td>
</tr>
<tr>
<td></td>
<td>Respected by community</td>
<td>Can be bureaucratic</td>
</tr>
<tr>
<td></td>
<td>Intimate involvement with facility – owner and user</td>
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<tr>
<td>Management contractors (e.g. YMCA)</td>
<td>Experienced competent facility manager</td>
<td>Higher cost option than community centre or association</td>
</tr>
<tr>
<td></td>
<td>Financial and other support systems in place</td>
<td>Can draw on broader pool of staff</td>
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<tr>
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<td>Can draw on broader pool of staff</td>
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<tr>
<td>Mordialloc Community Centre</td>
<td>Experienced competent facility manager</td>
<td></td>
</tr>
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<td>Proven manager of a school stadium</td>
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<td>Lowest cost option</td>
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<td>Sports association</td>
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<td>Highly respected by community</td>
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</tr>
<tr>
<td></td>
<td>Can draw on volunteers</td>
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</table>

5. SPECIAL ISSUES

5.1 2 or 3 court stadium

As mentioned in Section 1.1 of this report, Council is investigating the feasibility of adding 1 or 2 more courts to the one court stadium at Mordialloc Secondary College. An important consideration in this assessment is the financial performance of the stadium – that is, is there a compelling case from a recurrent budget perspective to develop a 3 court instead of a 2 court stadium. Appendix A provides 5-year budgets for the 2 and 3 court options. The budgets confirm that a 3 court stadium will deliver a better financial outcome of around $45,000 to $50,000 per annum than a 2 court stadium.

Table 2 - Management and court options

<table>
<thead>
<tr>
<th>Management and courts options</th>
<th>Annual operating surplus/deficit</th>
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<td>Council, 3 courts</td>
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5.2 Provision of a kiosk

All the stadiums reviewed for this Study have a kiosk. Some are profitable – Oxley, Lilydale, Darebin – others are not – Parkdale, Rowville. The stadium managers were asked for their views on why their kiosks are profitable or not. Their comments were as follows:

- Types of use has a big impact of the kiosk. A stadium that is largely used for training will generate less turnover in the kiosk than a venue largely used for competition.
- The location of the kiosk. A kiosk in a prominent location will do better than one in a less prominent location.
- The types and range of food sold can have an impact in terms of mark-up and popularity.
- The opening hours of the kiosk. A kiosk that only opens in peak times will be more profitable than one that also opens during non-peak times.
- The size of the kiosk.
- The attitude of management to the kiosk - is it seen by management as important.

All the managers, even those whose kiosks make a loss, expressed the view that a kiosk should be considered to be a core component of a multi-court stadium and a space for a kiosk should always be provided.

6. RECOMMENDATIONS

That:

- A 3 court stadium be adopted as the preferred design model for the Mordialloc Secondary College stadium.
- Provision be made for a kiosk in the stadium.
- The external management model be adopted as the preferred management approach for the stadium.
- Mordialloc Community Centre be engaged as the after-hours manager of the stadium.
- The details of the management model be as outlined in the Business Plan provided in Appendix C. That is:
  - The creation of a committee to oversee the management of the stadium comprising representatives of the College, Mordialloc Community Centre and Council
  - The role of the committee being to develop and approve the management agreement, develop operational policies and monitor the performance of the Manager
  - The responsibilities of the Mordialloc Community Centre being to promote, staff and coordinate the after-school hours use of the stadium and bill users
  - The Centre being paid a management fee for performing this role
  - The responsibilities of the College being to oversee the performance of the Community Centre, ensure the stadium is presented and maintained in good condition and meet all operating, maintenance and capital renewal costs
  - The responsibilities of Council being to participate on the management committee, assist with the promotion of the stadium and generally provide support to the Mordialloc Community Centre.
Appendix A – Projected Budgets, Management Models: External Management versus Council Management

Option 1 – External management by a community group or association after hours

- Management by community group/association after hours
- Community use hours - 4pm-10pm weekdays and 9am-5pm on Saturdays and Sundays
- School receives revenue and pays bills
- School pays group/association a management fee of $45 per hour. The stadium must be staffed at all times:
  - 6 hours per day weekdays
  - 8 hours per day weekends

First year – Use for 41 weeks

- 4 hours per night weekdays
- 5 hours Saturday
- 4 hours Sunday

Second to 5th year – Use for 41 weeks

- 5 hours per night weekdays
- 6 hours Saturday
- 5 hours Sunday
Option 1 - 2 court facility, external management by community group or association

<table>
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<th>Year 1</th>
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<th>Year 3</th>
<th>Year 4</th>
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### Option 1 - 3 court facility, external management by community group or association

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Option 2 – Council management after hours, College pays all bills (same as Option 1 but Council managing the venue instead of the College)

- Management by Council after hours
- Community use hours - 4pm-10pm weekdays and 9am-5pm on Saturdays and Sundays
- School receives revenue and pays all bills
- School pays Council a management fee based on Council salary rates. The stadium must be staffed at all times
  - 6 hours per day weekdays
  - 8 hours per day weekend

First year – Use for 41 weeks

- 4 hours per night weekdays
- 5 hours Saturday
- 4 hours Sunday

Second to 5th year – Use for 41 weeks

- 5 hours per night weekdays
- 6 hours Saturday
- 5 hours Sunday
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### Appendix 10.1 Indoor Court Facilities

#### Feasibility Planning Update No. 2

Mordialloc Secondary College

Proposed Stadium Management Report 16.3.2017

Option 2 - 3 court facility, Council management

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Appendix B – Business Plan

1. The Stadium

The stadium will be located in the grounds on the Mordialloc Secondary College. It will comprise 3 multi-lined courts, changerooms and amenities, administration areas and storage areas. The courts will be fully compliant in terms of dimensions and run-off distances. The courts will be lined for a number of sports including basketball, netball, badminton and volleyball.

The stadium will be constructed in two stages:

- Stage One – One court, changerooms and amenities, administration areas and storage areas.
- Stage Two – Two courts, changerooms and amenities and storage areas.

2. Role of Stadium

The role of the stadium will be two-fold:

- To accommodate the College’s indoor physical education and sports programs.
- To provide an affordable venue for community sports activities – training, competition and other option.

With respect to community sporting activities, it is envisaged that the stadium will be used for a range of sports by a number of local sporting organisations.

3. Objectives of the stadium

The stadium will:

- Be optimally used.
- Be used by a broad range of groups/individuals.
- Offer clean, secure, safe and well maintained facilities.
- Be competently and skillfully managed.
- Meet all its costs – operational, maintenance and renewal.
- Be accessible and affordable.

4. Governance and management arrangements

The stadium will operate under a joint use agreement between the Ministry of Education, the Mordialloc Secondary College Council and Kingston City Council. The period of the agreement will be 20 years with an option to extend for a further 10 years.

The operation of the stadium will be overseen by a committee comprising representatives of the College and Council. The committee will be supported by the stadium manager and the College’s facility manager. The Committee will have responsibility for all major planning, policy and operational decisions/matters associated with the stadium.

The Mordialloc Community Centre will be engaged under a management agreement with the College to co-ordinate the after-hours use of the stadium. The College will be paid a management fee for undertaking this role. The fee will
be based on an hourly rate which covers the Centre’s costs. The period of the agreement will be 3 years with an option to extend for further 5 years.

5. Roles of the Community Centre, College, and Council

Mordialloc Community Centre will staff and promote the stadium, co-ordinate the after-school use of the stadium and bill users.

Mordialloc Secondary College will supervise the Community Centre on a day to day basis, ensure the stadium is presented and maintained in good condition and pay all operating, maintenance and capital renewal costs.

Kingston City Council will assist with the promotion of the stadium and generally provide support to the Community Centre and College.

6. Availability for community use

The stadium will be available for community use outside of school hours. One or more courts may also be available during school hours if not required by the College.

The opening hours of the stadium for community use will be determined by the management committee on advice from the Mordialloc Community Centre.

For the purpose of the business plan and its financial model, it has been assumed that the stadium will be available for community use between the following hours during the school terms:

- Weekdays – 4pm to 10pm
- Saturday and Sundays – 9am to 5pm

The management committee, again on advice from the Mordialloc Community Centre, will make a determination about community use during school breaks and public holidays.

7. Users

The stadium will be available for hire by groups and individuals. Priority of access will be given to groups and individuals that are based in the Kingston municipal area. It is hoped that the stadium will be used by many different groups. No group will be allowed to dominate the use of the stadium.

The Community Centre will prepare reports on the use of the stadium on a 6 monthly basis. The format and content of the report will be determined by the management committee in consultation with the Community Centre. The report will contain information on the names of the users, their participant numbers and the purpose and time of their use. It will also report on usage trends.

8. Court hire

The management committee will be responsible for setting the hire fees for the stadium. The fees will reflect the actual cost of running, maintaining and renewing the stadium. Users will be invoiced for their hire of the stadium. The fees will be paid to the College.
9. **Kiosk**

A kiosk space will be provided. The management committee in consultation with the Community Centre will determine the operating protocols for the kiosk – hours, staffing method etc.

10. **Cleaning, Maintenance and Capital Renewal**

The College will be responsible for cleaning, maintenance and capital renewal. The College will prepare cleaning and maintenance schedules and set up a fund for capital renewal.

11. **Financial management**

The College will account for the stadium as a separate cost centre. It will prepare an annual budget and report against this budget to the management committee on a 6 monthly basis. Significant variations to the budget will be identified and explained.
### Operating budget - 3 court facility, Management by Mordialloc Community Centre

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### Assumptions

1. Court hire fee - $45 per hour increasing by 3% per annum
2. Usage per week for 41 weeks
   - First year – Use
     - 4 hours per night weekdays for 4
     - 5 hours Saturday
     - 4 hours Sunday
   - Second to 5th year – Use
     - 5 hours per night weekdays
     - 6 hours Saturday
     - 5 hours Sunday
3. Management fee - $45 per hour increasing by 3% per annum covering the opening hours of the stadium, 4pm-10pm weekdays and 9am-5pm on Saturdays and Sundays for 41 weeks
4. Cleaning – 3 hours per day, 7 days per week, $35 per hours by 41 weeks increasing by 3% per annum
5. Kiosk making a loss of $5000 and then breaking even in years 2-5.
6. All other costs increasing by 3% per annum
Indoor Court Site Investigations

Mordialloc Secondary College

Mordialloc College has enthusiastically embraced Council's feasibility assessment to development additional stadium facilities at the College site. The feasibility assessment has determined a total of three indoor courts (two new courts in addition to the one court under construction) would be the best outcome for the site e.g. has limited impact on the sporting field at the site.

Positive attributes associated with this site include:

- A positive feasibility assessment has been completed for this site;
- Total of three courts can be provided at the site to accommodate unmet needs;
- The site appeals to both the Chelsea Basketball and Chelsea and District Netball Associations; and
- The College has expressed a preference for the independent management of the facility e.g. management arrangement similar to that of the stadium facilities at the Parkdale Secondary College, which is managed by the Mordialloc Community Centre (after school hours)

Limitations associated with this site include:

- Car parking and traffic management;
- It falls within the primary catchment of the stadium facilities at the Parkdale Secondary College;
- The College has indicated limited capacity to contribute funding towards the development of two additional courts;
- The joint use agreements offered by the Department provide Council limited control with community use of the site. Potentially a different arrangement could be sought e.g. a lease arrangement for use and access of the site.

Council is well placed to progress this project to detailed design and tender or application to the State Governments Better Stadiums Fund.

The estimated project costing, including $0.7M for car parking for additional one or two courts at the Mordialloc secondary College are:

Additional 1 court - $5.6M
Additional 2 courts - $9.3M
Cornish College, Bangholme

Cornish College has prepared a master plan to guide the renewal and upgrade of facilities. At an onsite meeting (24 April 2017) with the Principal and Business Manager, Council was advised of the College’s interest to partner with possible joint use developments as part implementing the College’s master plan. However the College did indicate that a key focus for investment is towards the renewal of learning based facilities e.g. classrooms, library etc.

Whilst located in the City of Dandenong, the a large number of students at the College are from the suburbs of Kingston.

Positive attributes associated with this site include:

- There are limited residential amenity issues arising from noise and traffic.
- The opportunity for many courts exists at the site, subject to negotiation with the College.
- As the College is privately owned, an agreement could be reached that provides Council greater control over the management of the site. Joint use agreements offered at public school sites typically are in favour of the school, with Councils having limited control.
- As the College is located away for residential areas, the cost of construction may lower as the requirements for noise attenuation are likely to be limited;
- Possibility for funding contribution from the College could be received;
- The College is positioned in a sporting hub, adjacent to the National Water Sports Centre, Melbourne Cable Park and Equestrian facilities.

A limitation with the site is that it is not accessible by bike or walking. The only access to the site is via road.

Should Council seek to explore this opportunity an in-principle understanding/agreement would need to be agreed to between Council and the College to commence a design and feasibility planning process. The timing of this process would take approximate 6 to 12 months.

The College also has outdoor playing fields that offer short term potential for joint usage for community access after school hours. This opportunity is currently being explored further.

Bonbeach Recreation Reserve,

With its two existing indoor courts and Council’s endorsement to construct two outdoor netball courts, investigations are being undertaken to determine the feasibility to construct two additional indoor courts at Bonbeach Recreation Reserve and associated implications e.g. car parking, traffic management and construction
costs. This investigation is not expected to be completed until July 2017.

Positive attributes associated with this site include:

- There are two indoor courts at the site (noting that these courts have size limitations – run off limitations). Additional courts would provide economies of scale with the management of indoor court facilities at the site;
- With many uses of the site, local residents are familiar with heavy traffic flows and noise arising from sporting activities;
- Development of indoor stadium may provide the opportunity to improve the noise attenuation from the existing stadium facilities; and
- The site is owned by Council.

Limitations of the site include:

- This facility falls within the catchments of both the Patterson River Secondary College and FDBA, which with the planned additional courts at the FDNA will provide access to a total of 13 courts.
- There are already many uses of the site, including football, cricket, scouting and Council’s delivered meals service. To accommodate the proposed outdoor netball court and future indoor courts may require significant changes to the site e.g. removal of the scout hall and conversion of parkland into car park; and
- Residential impacts relating to increase car parking and noise.

The Chelsea Basketball Association current manage the stadium facilities and has a strong expectations that it would manage additional indoor courts.

Waves Leisure Centre/Highett Recreation Reserve

Some early design planning has determined the possibility to develop up to four courts at the Highett Recreation Reserve, as part of the Waves Leisure Centre complex. This development would create a sporting and recreational hub offering a variety of facilities and services.

Positive attributes associated with this site include:

- The surplus revenue from four indoor courts could offset the subsidy associated with the operation of the Waves Leisure Centre;
- The facility is within close proximity to high population growth areas, including Moorabbin, Highett and Cheltenham;
- Ample car parking is available at the site;
- Light industry and parklands surround the majority of the site. Where the site is exposed to residences a reasonable buffer can be achieved;
Limitations of the site include:

- Relocation of the Moorabbin Archery Club facility would need to occur;
- The future provision of aquatic facilities requires consideration as part of the planning and future development of indoor courts;
- The proximity of existing large indoor court facilities at Sandringham (Bayside), Glen Eira Sports and Aquatic Centre and Oakleigh Recreation Centre (Monash). There are plans for increased indoor courts at both the Oakleigh Recreation Centre and Sandringham Basketball Centre.

Given the planned development of stadium courts to the north of Kingston, it may be opportunite for Council to take a medium term perspective with the future planning and development of indoor courts at the Highett Recreation Reserve site.

**Westall Secondary and Primary School**

The future planning for the Westall Secondary and Primary Schools include the development of indoor stadium facilities. There is provision upon and planning for the site to accommodate a total of three indoor courts. There is presently no funding allocated from the Education department for any indoor courts as part of future development of the Westall Secondary and Primary School site.

Both Schools have demonstrated a strong interest to work collaboratively with each other and Council, which has been demonstrated with the development of the Westall Community Hub.

Given the unknown timing with funding from the State Government, it is not recommended that further action is undertaken with this site at this time. However this site should remain an ongoing opportunity for future consideration. This site is likely to be of particular importance with future residential development projects within the immediate residential catchment e.g. Clayton Business Park.

**Moorabbin Reserve - Linton Street**

The current works at Moorabbin reserve includes the provision of a single indoor court. Given Council’s investment with this facility, the intent is for this single indoor court to be made available for community access, outside the use of the St Kilda Football Club’s usage. The potential exist for an additional indoor court at the site, which would be further shared with the St Kilda Football Club.

Positive attributes associated with this site include:

- Available land for additional indoor courts.
Limitations of the site include:

- Access only via residential streets;
- The site is located in close proximity to indoor facilities facilities at Glen Eira Sports and Aquatics Centre; and
- The site is also located in close proximity to Council’s Waves Leisure Centre. It is not desirable for the development of stadium facilities at both Moorabbin Reserve and Turner Road Reserve.

Various Primary Schools Sites

Council has recently received interest from local primary schools, including Bonbeach and Moorabbin Primary Schools. Typically primary school sites are small with limited capacity to accommodate more than two indoor courts. Given the spatial constraints of these school sites they also have limited capacity to provide onsite amenities such as car parking, change rooms and toilet facilities.

Recent research indicates that a minimum number of indoor court to achieve a stand-alone viability (not requiring an ongoing operational subsidy from Council is three courts.

Unless primary school sites can accommodate at least three indoor courts and the necessary car parking (the approximate car parking at three court stadiums at Patterson River and Parkdale Secondary College are 109 and 114, respectively), it is not recommended that Council consider exploring indoor court developments at these sites.
Appendix 4

10.1 Indoor Court Facilities - Feasibility Planning Update No. 2 - Indoor Courts within Region

Indoor Courts outside of Kingston

1. Sandringham Family Leisure Centre - 4 courts
2. Glen Eira Sports and Aquatic Centre - 3 courts
3. Stringers Leisure Centre, Cheltenham - 5 courts
4. Patterson River Secondary College, Seaford - 3 courts
5. Frankston Basketball Centre, Seaford - 2 courts
6. Monash University, Clayton - 5 courts

Indoor Courts within Kingston

7. Blackwood Stadium - 2 courts
8. Frankston Secondary College - 3 courts
Appendix 5

10.1 Indoor Court Facilities - Feasibility Planning Update No. 2 - Indoor court provision forecast - region

Indoor Courts 2022 Regional provision – total 59

- Existing courts
- New courts
- School courts
**Indoor Court Hire Rates (June 2017)**

<table>
<thead>
<tr>
<th>Site</th>
<th>Location</th>
<th>Rental/hour</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sandringham Family Leisure Centre</td>
<td>Tulip St Sandringham</td>
<td>$ 40.00</td>
</tr>
<tr>
<td>Glen Eira Sports and Aquatic Centre</td>
<td>200 East Boundary Road, Bentleigh East</td>
<td>$ 62.00</td>
</tr>
<tr>
<td>Parkdale Secondary College</td>
<td>Warren Road, Parkdale</td>
<td>$ 51.00</td>
</tr>
<tr>
<td>Bonbeach Stadium</td>
<td>Cannes Ave, Bonbeach</td>
<td>$15 - $30</td>
</tr>
<tr>
<td>Springers Leisure Centre</td>
<td>Tatterson Park, Keysborough</td>
<td>$ 50.00</td>
</tr>
<tr>
<td>Frankston Basketball Centre</td>
<td>Bardia Ave, Seaford</td>
<td>$ 38.50</td>
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<tr>
<td>Oakleigh Recreation Centre</td>
<td>Park Road, Oakleigh</td>
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<td>Patterson River Secondary College</td>
<td>El Race Road, Seaford</td>
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</tr>
<tr>
<td>Monash University</td>
<td>Wellington Road, Clayton</td>
<td>$59.00</td>
</tr>
</tbody>
</table>
Purpose of Report
The purpose of this report is to present options for oval fencing as part of the Moorabbin Reserve Park Plan and seek Council’s direction on a preferred option.

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. Receive the information and community feedback;
2. Adopt a combination of permanent and part relocatable fence to locations shown in attachment 1;
3. Ensure tree planting to perimeter of fence to soften the visual impact; and
4. Ensure ‘mini plaza’ entrances with six metre gates for public access to the oval, that are open at all times, except for match games.

1. Executive Summary
A Moorabbin Reserve Redevelopment (MRR) Working Party was formed in 2013 to drive a collaborative effort to upgrade the existing facilities on site. A key outcome of the MRR included “high-profile community based games such as interleague and season launches.” For the reserve to host these events, including the Southern Football Netball League Finals and South Metro Junior Football League Grand Finals, a fence is required. This requirement is likely to increase over time, with St Kilda recently advocating to the AFL commission for an AFL women’s team in 2018.

To meet the anticipated games and launches from various community football leagues, a fully fenced oval is required matches being held between April and September. This includes between 10 – 14 weekends per year and possibly growing if women matches commence at the oval for showcase games.

On the flip side, local residents have enjoyed access to the oval and the sense of open space since the old perimeter fence was removed in 2011 when St Kilda moved to Seaford. Council’s consideration needs to meet competing needs for both the sporting groups to hold showcase games and local resident’s requests for retention of existing park amenity.
2. **Background**

At the Ordinary Meeting of Council on 24 July 2017 Council endorsed the following in relation to Moorabbin Reserve:

*That Council:*
1. Receive the information and community feedback;
2. Adopt the draft Park Plan for Moorabbin Reserve excluding oval fencing. Further that a report detailing options for fencing be presented to the August Ordinary Meeting of Council;
3. Undertake detailed design of the park and implement stage 1 park improvements in the 2017/18 financial year.

The Park Plan is part of a larger project to develop Moorabbin Recreation Reserve into an integrated community sporting hub for the south eastern corridor of Melbourne. The development of the community sporting hub is a partnership between the State Government, City of Kingston, St Kilda Football Club, AFL Victoria, Southern Football Netball League, South Metro Junior Football League and the Sandringham Dragons. All partners have committed to financial contributions to the development of the community sporting hub and enhanced reserve.

The above project stakeholders see the inclusion of the oval fence as a critical part of the redevelopment of Moorabbin Reserve Redevelopment. Further, the St Kilda Football Club application to the State Government grant included fencing of the oval for these showcase community matches. (*Refer to item 1.4, attachment2).*

The reserve previously had a 2.4m high fence topped with barbed wire along Linton Street and Doonga Avenue and the eastern and northern areas of the reserve.

However, community consultation on the park plan showed that local residents prefer no permanent fence around the oval.

This report provides options to balance the competing needs of various community groups.

3. **Discussion**

3.1 **Council Plan Alignment**

**Goal 2 - Our sustainable green environment with accessible open spaces**

**Outcome 2.4 - Review and implement the open space strategy to ensure high quality and increased capacity of the open space network**

The Council Plan 2013-2017 identifies as a priority project: Prepare a Reserve Master Plan for Linton Street oval and open space to provide increased community use.

3.2 **Consultation/Internal Review**

The development of the Park Plan occurred in consultation with the working group made up from 14 community representatives. A representative from the St Kilda Football Club and Moorabbin Bowling Club also attended the working group meetings.

Broader community consultation on the draft Park Plan was undertaken from January to March 2017 via ‘Your Kingston Your Say’. During this time, 535 people downloaded a document and 59 people participated in the survey.
Key findings of the survey relating to the oval fence included:

- 57.6% of people preferred no permanent fence around the oval, 18.6% supported a permanent fence and 23.7% supported a permanent fence to the western boundary with temporary fencing on game days.
- Of those that preferred a fence, over 54% preferred a black colour.

3.3 Operation and Strategic Issues

3.3. Oval Fencing

As part of the Moorabbin Reserve Redevelopment project, the football stakeholders have identified the requirement to install a fence to secure the venue and oval on game days, which the clubs estimate will run for up to 6 months per year. The purpose of this fence is to manage entry and exit to and from the ground on game days, particularly the hosting of community football league finals. The submission received from the Southern Football Netball League Inc. (SFNL) states that full or part temporary fencing will create a cost barrier to hosting football league events and could lead to Moorabbin Reserve facilities being underutilised for hosting showcase matches for community football. (Refer to attachment 2 for submission by SFNL.)

The community football clubs have advocated that it is not financially viable to install temporary fencing and a permanent fence is required to utilise the oval as intended and that fencing is required to support the use of community games. An example of a fenced oval is Whitten oval in Footscray previously unfenced, but with VFL games being played, a permanent fence was recently installed. (see below).

Given a fence is required to support show case games, it is suggested that a permanent fence be installed in locations that least impact adjacent residents eg. opposite the Perry Street Park and to the eastern and northern boundary of oval and provide a temporary fencing option to the southern boundary, near Doonga Avenue. Refer to attachment 1 for fence locations.
3.4 Options

<table>
<thead>
<tr>
<th></th>
<th>Permanent Fence</th>
<th>Advantages</th>
<th>Disadvantages</th>
<th>Cost Estimate</th>
</tr>
</thead>
</table>
| 1 | A permanent fence to secure the venue and oval on game days similar to that at Whitten Oval (ARC black tubular fence) 1.8m. In addition, permanent fence to have 6 metre wide openings at intervals to encourage access on non-game days. | • Cost effective  
• Preferred option of sporting clubs to meet show game requirements  
• Long term solution as durable  
• Low maintenance  
• Consistent with similar sporting clubs and venues such as Whitten Reserve  
• No storage or relocation issues  
• Visual amenity can be softened with planting | • Some residents will not be supportive of a permanent fence  
• Permanent fence has a visual impact on open space to some extent | $109K |
| 2 | Part Permanent / Part relocatable fence. Refer to attachment 1 for location of fence | • Adjacent residents have less fencing to look onto for part of the year  
• Permanent ARC fence to north/western and eastern boundary provides a secure boundary to most of oval  
• Same style fence custom made with inground sleeves opposite section of Doonga Street | • Black powder coat to fence may chip over time and look unsightly  
• The in-ground sleeves likely to clog over time, creating difficulty with installation. Will require ‘vacuum’ out of dirt.  
• Costly to relocate fence per move  
• Storage off site yet to be resolved.- Approx: 20square metres required  
• Purpose made storage unit required | $165K for supply install of permanent fence, gates and section of temporary custom fence. Including second set of sleeves in ground (on site) next to permanent fence: $8K for second set of in ground sleeves |

Includes:  
$89K for permanent fence  
$20 K for 6 m wide gates at intervals
### 4. Conclusion

Fencing is required to make the oval fit for use by community sporting groups. Whilst a permanent fence provides the best outcome for sports users and long term maintenance requirements, provision of a temporary fence opposite Doonga Avenue provides a balance between the competing needs of residents and active sports users.

#### 4.1 Environmental Implications

There are no environmental issues associated with the oval fencing.
4.2 Social Implications
Moorabbin Reserve is identified as the most significant open space available for Social Family Recreation in Planning Area 1A. The community feedback to date is that Moorabbin Reserve is a meeting place for community and that there needs to be a balance between sporting and passive recreation needs.

4.3 Resource Implications
The Moorabbin Reserve Redevelopment project has an allocation of $95,000 for in the installation of fencing as part of its budget. Works beyond this amount would require additional funding from Council, and drawn from the Open Space Reserve for this area.

4.4 Legal/Risk Implications
There is a risk that residents will not support a fence to the oval, as it is perceived as an amenity issue to service approximately 6 – 14 games a year. The sporting clubs have advised with the rise of women’s football, a temporary fence will be up for up to 6 months per year.

There is a risk that community football clubs will be unhappy with the community preferred option of no permanent fence to the oval.

Appendices

Appendix 1 - Moorabbin permanent and temp. fence to oval.pdf (Trim No 17/129211)
Appendix 2 - Southern Football and Netball League Inc. submission RE Moorabbin Reserve Plan Oval Fencing (Trim No 17/53853)
Appendix 3 - Moorabbin Reserve Park Plan.pdf (Trim No 17/84592)

Author/s: Chris White, Team Leader - Public Place Projects
Reviewed and Approved By: Daniel Freer, General Manager City Assets and Environment
10.2

MOORABBIN RESERVE PARK PLAN - OVAL FENCE

1  Moorabbin permanent and temp. fence to oval.pdf .................. 215
2  Southern Football and Netball League Inc. submission RE
   Moorabbin Reserve Plan Oval Fencing .................................... 217
3  Moorabbin Reserve Park Plan.pdf ........................................ 229
Moorabbin Oval Fence
part permanent and temporary fence

Oval Fence
- A suitable fence is required to support show case games and ensure the playing facility has ‘fit for purpose’ infrastructure.
- Local residents are advocating for a permanent fence, with temporary fencing used during the year when match games are hosted.
- Temporary style fencing could be required for up to 6 months a year, depending on the number of match games hosted.
- It is suggested that a permanent fence be installed in locations that least impact adjacent residents (e.g. opposite the Perry Street Park and to the eastern and northern boundary of oval) and provide a temporary fencing option to the southern boundary, near Stanga Street. Refer to image for fence locations to sight of page.
- Six (6) mesh wire openings can be created at intervals along the fence to provide good public access during match games.

Legend
- Permanent fence
- Temporary fence

Note: fence locations approximate and subject to final design

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improving our parks & youth precincts
Appendix 1

10.2 Moorabbin Reserve Park Plan - Oval Fence

Moorabbin Oval Fence
part permanent and temporary fence

Oval Fence

- A suitable fence is required to support show case games and ensure the sporting facility has ‘fit for purpose’ infrastructure.
- Local residents are advocating for a permanent fence, with temporary fencing used during the year when match games are hosted.
- Temporary style fencing could be required for up to 6 months a year, depending on the number of match games hosted.
- It is suggested that a permanent fence be installed in locations that back onto adjacent residents (opposite the Perry Street Park and to the eastern and northern boundary of oval) and provide a temporary fencing option to the southern boundary, near Desenga Avenue. Refer to image for fence locations to right of page.
- Six (6) metre wide openings can be created at intervals along the fence to provide good public access among match games.

Permanent Fence similar to above photo
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1. BACKGROUND:

1.1. HISTORY OF RESERVE
The reserve previously had a 2.4 metre brick fence located along approximately half of its Linton Street frontage, and a 2.4 metre mesh fence topped with barbed wire along the balance of Linton Street, Doonga Avenue and the eastern and northern areas within the reserve, as shown in the image below.

Image 1: Perspective from Linton Street looking south with previous fencing

In December 2011, the STKFC removed the existing fences which bordered the perimeter of the reserve, as shown below:

Image 2: View of the old perimeter fence looking south along Linton Street
Image 3: Perimeter fence looking north along Linton St.
1.2. ORIGINAL MOORABBIN RESERVE REDEVELOPMENT PROJECT

In mid-2013 a Moorabbin Reserve Redevelopment ("MRR") Working Party was formed to drive a collaborative effort to plan and upgrade the existing facilities on the site and involved the following stakeholders:

- Kingston City Council;
- South Metro Junior Football League ("SMJFL");
- Southern Football Netball League ("SFNL");
- Sandringham Dragons;
- St Kilda Football Club ("STKFC");
- AFL; and
- AFL Victoria (Chair).

A further design project (funded equally by the AFL, AFL Victoria and STKFC) was commissioned, with the Working Party convening on many occasions to review and provide input into the plans.

On 3 May 2014, the State Government announced a commitment of $8 million towards the Moorabbin Reserve Redevelopment, as part of the 2014/15 State Budget. The $8 million investment to the $10.9 million project was proposed to deliver:

- New purpose-built pavilion including change rooms, umpire facilities, gym and warm up facilities, and accessible public toilets;
- Dedicated offices for the SMJFL, SFNL, Sandringham Dragons and AFL Victoria regional staff;
- Lighting to allow for training and night games;
- Community recreation space;
- Redevelopment of the G. G. Huggins stand; and
- Improved car parking

1.3. CURRENT MOORABBIN RESERVE REDEVELOPMENT PROJECT

On 27 April 2015, after extensive discussions between the Council, the AFL and STKFC, the Council resolved to contribute $4 million to increase the scope of the existing community project to a $27.4 million project which would also accommodate STKFC returning its training and administration base back to Moorabbin.

The key objectives of the revised project now include:

- New administrative facilities for the STKFC and dedicated offices for the South Metro Junior Football League, Southern Football League, Sandringham Dragons and AFL Vic region staff;
- Training facilities for STKFC and local community clubs
- Ability to host meetings and events, including educational programs/seminars/courses;
• Use of the oval and facilities for finals and other high-profile community-based games such as interleague and season launches;
• Venue for VFL team training and matches including change rooms, umpire facilities, warm up facilities, and accessible public toilets;
• An enhanced entertainment venue, including bistro and merchandise;
• Increased public access, passive and recreational usage of the reserve;
• Ongoing operational use of the STKFC Social Club at Moorabbin Reserve;
• Lighting to allow for training and potential community level night games;
• Community recreation/open space; and
• Improved car parking

On 12 September 2016, the Kingston City Council unanimously supported granting the MRR project with a town planning permit. A local resident has applied to VCAT for a review of the Council's decision which is currently being assessed.

1.4. INCLUSION OF OVAL FENCE WITHIN PROJECT SCOPE
For both the existing and current MRR projects, the fencing of the oval to have showcase matches was always contemplated and agreed by the project stakeholders.

Further, the application to the State Government for the first $8 million grant, and subsequent $4 million addition, both included the fencing of the oval for these showcase community matches.

The project stakeholders see the inclusion of the oval fence as a critical part of the redevelopment. At present, the provision of a permanent fence is factored into the cost plan for the MRR project.

1.5. MOORABBIN RESERVE PARK PLAN
On 27 April 2015, concurrent with the announcement to contribute funding towards the development of the new MRR facility, the City of Kingston also announced $1.0 million towards the landscaping of the reserve.

To assist in the determining the scope of the landscaping work, the City of Kingston established a working group comprised of local residents, and that the MRR Project Director also attended to represent the project stakeholders, engaged a landscape architect and conducted a series of meeting to discuss the key features.

As a part of the draft Park Plan, it is understood that there is currently an indicative fencing line which follows the curvature of the landscaped berm surrounding the oval and which it is recommended that any fencing comply with.
2. **Events That Require an Oval Fence**

As noted above, a key outcome of the MRR project is for “high-profile community-based games such as interleague and season launches”. For the reserve to host these events, a fence is required.

The primary need for a fence is so that the event host may safely dictate who can access the venue and control what these patrons bring into the reserve.

The secondary purpose behind an oval fence is to allow the event host to charge an entry fee. Of the events listed above, the gate takings received through the SFNL Finals Series and SMJFL Grand Finals form a considerable part of the revenue generated by these organisations which is then put back into the sport to develop the game and ultimately keep club affiliation fees and participant costs as low as possible to maintain football’s status as a highly affordable sport.

### 2.1. Southern Football Netball League

The SFNL has advised that it would require a secured fence for the following events:

- Season Launch – early/mid April;
- Interleague matches – up to three weekends between April and August; and
- SFNL Finals matches – four weekends over August and September; and

### 2.2. South Metro Junior Football League

The SMJFL has advised that it would require a secured fence for the following events:

- Season Launch – early/mid April;
- Interleague matches – up to three weekends between April and August; and
- SMJFL Grand Final – two weekends in August.

### 2.3. Sandringham Dragons

It is understood that the Sandringham Dragons in-season matches do not require fencing. However, if the venue is to be used for TAC Cup Finals it may require secured fencing.

### 2.4. St Kilda Football Club

The St Kilda Football Club has advised that it does not require an oval fence for VFL matches. However, the facility will be unable to act as a VFL Finals venue without a fence.

### 2.5. Total Estimated Demand

As outlined above, the total potential demand for fencing of the oval is up to 14 weekends per year spread over the six months of April to September each year. However, noting that some of this demand could overlap, it is likely that the demand would be around 10-12 weekends per year.
3. FENCING LOCATION AND TYPES

3.1. LOCATION
The Moorabbin Reserve Park Plan has identified a location for an oval fence that is approximately 505m in total length.

As opposed to the original fence line, the proposed fence line does not extend to the perimeter of the reserve and instead is located at the base of the downslope of the earthen berm which surrounds the oval. The intent of this placement is for the fence to more easily blend into the landscaped surrounds and to allow vegetation to be planted adjacent to it.

3.2. TYPES
The Moorabbin Reserve Redevelopment Project Director has had numerous discussions with the local residents of Moorabbin Reserve and the City of Kingston about the height and type of fencing, if permanent fencing does proceed.

Note that the two predominant fencing types being discussed are a chain mesh fence and a hollow tube fence, as shown in the images below.

Image 4: Chain mesh example
Image 5: Tubular fencing example

Alternatively, if a permanent fence is not installed, temporary fencing similar to that shown in the image below would be required for events.

Image 6: Temporary fencing example
Appendix 2

10.2 Moorabbin Reserve Park Plan - Oval Fence - Southern Football and Netball League Inc. submission RE

Moorabbin Reserve Plan Oval Fencing

The preference of the project stakeholders is for a fence that can provide the ability to secure the venue for events which require it. Being cognisant of the aesthetic concerns raised by some local residents, the project stakeholders have stated that they would be comfortable with the northern and eastern sections of fence being chain mesh, with the southern and western sections being tubular fencing for better quality aesthetics.

With regards to temporary fencing, the project stakeholders have expressed concern with the recurrent cost, the unsightly look, damage to the landscaping from constant bumping-in and bumping-out of the fencing with trucks and machinery during winter months, that the temporary fencing can become a hazard by falling down in storm events, and that it is susceptible to vandalism.

3.3. WHITTEN OVAL COMPARISON
The Whitten Oval is the training and administration base of the Western Bulldogs and underwent a significant refurbishment approximately six years ago.

While the facilities were greatly improved as a result of the refurbishment and the oval was publicly accessible, it was rarely used for community use due to the reserve not being fenced. 18 months ago, a new black tubular fence was installed with large gates left open at all times except when a showcase match was held which sought to take a gate.

As a result of the fence installation, the oval is now use for a regular home and away match between two teams in the City of Maribyrnong and the Western Region Football League Finals are played at the ground. The addition of the fence has significantly increased the use of the ground by community football while still enabling public access to the open space.

4. FENCING OPTIONS

4.1. TEMPORARY FENCE
If there was no permanent fence provided to the oval, all of the events proposed for the venue which require a fence would require significant temporary fencing.

The below diagram indicates the likely location of a temporary fence. Noting Council’s advice that the cost of temporary fencing is $8/m supplied, installed and removed, with 505m of fencing the cost per event for this solution is slightly over $4,000.

As a practical example, this would require the SFNL to spend $24,000 - $28,000 per year for temporary fencing if it sought to have its season launch, interleague and finals series at the venue. The SMJFL would also be required to spend between $16,000 - $20,000 on temporary fencing if it sought to have its season launch, interleague and grand finals at the venue.

Accordingly, it is highly likely that the SFNL and SMJFL would be financially prohibited from hosting these events at Moorabbin Reserve if temporary fencing is relied upon.
4.2. PART PERMANENT FENCE

During community consultation, there was general acceptance that a fence to the eastern side of the oval would not provide significant detriment to the amenity as it could be set up adjacent to the existing, mature vegetation in this location.

Under this option, approximately 270 metres of permanent fencing would be located around the eastern and northern sections of the oval, with the remaining 235 metres of fence line along Doonga Avenue and Linton Street requiring the bump-in of temporary fencing for each event which requires it.

The estimated cost to bump-in the temporary fencing is approximately $1,850 per event.

As outlined above, the financial burden of this temporary fencing is estimated at approximately $13,000 per year and $9,000 per year for the SFNL and SMJFL respectively to host their desired events at the venue. These organisations would then be required to assess whether this recurrent cost would be the best use of their limited funds or if an alternative venue should instead be used.
4.3. PERMANENT FENCE
Under this option, the entire 505 metres of fence line would be permanent, with eight gate openings spread around to ensure that permeability of the site was retained for the majority of times when the oval is not required to be secured.

The permanent fence would be paid for by the MRR project.

Discussions with the City of Kingston and local residents have resulted in this proposal having the fence height at approximately 1.5m to 1.7m high and of a fencing type that minimises the visual impact.

This option provides the reserve with the greatest flexibility to host events without being required to undertake the bumping-in of temporary fencing, or to have this cost incurred by the match host.

Note that it is the position of the MRR project stakeholders that a 1.8 metre chain mesh fence on the eastern and northern sections of the oval, and a 1.5 metre – 1.7 metre tubular fence in the areas adjacent to Doonga Avenue and Linton Street would best satisfy the functional need for a fence and the aesthetic concerns of the local residents.
5. RECOMMENDATION

The MRR project has a number of significant outcomes for its tenants, including the ability to host showcase matches for the community football leagues based here. The match facilities being provided will be the highest standard of any non-professional Australian rules football venue in Victoria and it is designed to accommodate future growth of the community football league events.

However, the cost of providing either full- or part-temporary fencing will create a significant barrier to these organisations being able to host events at the venue as they will have to make the decision as to whether the considerable cost burden is acceptable or if they will use facilities of a lesser standard at alternative venues who have a permanent fence. This could result in the Moorabbin Reserve facilities being significantly under-utilised for one of their key purposes – the hosting of showcase matches for community football.

If a permanent fence is provided, the venue will be able to provide its outcomes with no further cost penalty to those community leagues seeking to use the facility for its intended purpose. Accordingly, it is recommended that Council approve the MRR project including the provision of a reserve fence along the nominated location at a height of up to 1.7m.
Appendix 3

10.2 Moorabbin Reserve Park Plan

- Oval Fence

Moorabbin Reserve Park Plan.pdf
Ordinary Meeting of Council

28 August 2017

Agenda Item No: 10.3

TREE MANAGEMENT POLICY REVIEW

Contact Officer: Mark Juler, Manager Parks & Recreation
Tony Collins, Team Leader Parks

Purpose of Report
To provide a response to Notice of Motion 24/2016, in particular point 3 the Review of Council’s Tree Management Policy and to gain approval to undertake community consultation.

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 draft Tree Management Policy (as shown in Appendix 1) for the purposes of community consultation; and
2. Receive a further report following the period of community consultation with consideration of feedback received and recommendations to Council.

1. Executive Summary
This report responds to Notice of Motion 24/2016, in particular point 3, carried by Council on 25 July 2016 and is detailed below.

8.9 Response to Notice of Motion No. 24/2016 - Cr. Gledhill - Tree Protection Policy
Moved: Cr Gledhill Seconded: Cr Brownlees

That Council:
1. Refer the changes to the Community Local Law to include assessment criteria for Local Law Applications to remove trees on private land to the Statutory Consultation process as outlined in 11.5 of this agenda;
2. Pending review of the Community Local Law instruct Officers to prepare information sheets to assist in providing guidance on the application of the Community Local Law as it relates to decisions regarding applications to remove trees on private land;
3. Continue with the processes and approach outlined in the City of Kingston Tree Management Policy adopted by Council 23 May 2011 with regard to the management of trees within reserves, streets and council managed sites whilst undertaking a review of the policy.
In response to those resolutions, please see below:

Resolution 1
The Community Local Law was updated on 19 September 2016 following the required statutory consultation process. This included the assessment criteria for applications made for the removal of trees under the Local Law. The intention is that the Community Local Law will be reviewed annually.

Resolution 2
The information sheets are underway and should be finalised by the end of August 2017. Vegetation Management Officers are also working on a policy to guide the assessment of applications and management of trees on private land. This policy will come to Council later this year.

Resolution 3
Staff are continuing with the processes and approach outlined in the City of Kingston Tree Management Policy adopted by Council 23 May 2011 for managing trees within reserves, streets and council managed sites.

The relevant Parks & Recreation staff completed an internal review of the Tree Management Policy. Consultation has been undertaken with other Council departments and public consultation is to be undertaken.

Greening Kingston Vision
During the review of the Tree Management Policy the concept of a “Greening Kingston Vision” was proposed to reflect the aspiration and strategic direction of having a green city. Some further consideration of the vision name and wording is required and this will form part of the consultation.

2. Background
Council manages approximately 90,000 trees located within reserves, streets and Council managed facilities. Protecting and enhancing Kingston’s urban forest through proper management is vital to sustaining a healthy vibrant community. Both residents and Council have made trees a priority for the quality of life benefits they provide. The Urban Forest is the sum total of all trees growing within an urban area and includes trees on private and public managed land.

The management of trees on public land also brings about a range of other responsibilities including the legislative requirement for an approved electric line clearance management plan, asset and public liability management, significant contract management, road management act requirements and appropriate planning to ensure the existing tree population is sustained and enhanced for inheritance by future generations.

In response to a widespread awareness of trees and the increasing challenge of managing trees in the urban environment, Council adopted a Tree Management Policy on 23 May 2011. The City of Kingston Tree Management Policy (TMP), however, pertains solely to trees located on Council managed land and outlines Council position in regard to the management of the public component of the urban forest and is supported by Technical Guidelines that underpin the implementation of the policy and outline best arboriculture practice for tree management functions.
Officers completed an initial department review of the TMP and undertook consultation with other Council departments. This feedback is incorporated into the attached revised TMP (Appendix. 1).

In considering the range of interests presented by both residents and Council making green spaces a priority for the quality of life benefits they provide, the concept of a “Greening Kingston Vision” was proposed. The objective of the vision would be to reflect the aspiration and strategic direction of developing a green canopy city and its delivery underpinned and guided by a range of existing relevant Council policies and strategies.

3. Discussion

3.1 Council Plan Alignment

Goal 2 - A Sustainable Natural and Built Environment
Outcome 2.4 – Protect and enhance areas of high natural environmental value
Outcome 2.6 - A community sense of pride in the amenity of our parks, streetscapes and public spaces

3.2 Consultation/Internal Review

Officers have completed a departmental consultation process to review of the TMP which raised a number of areas including: highlighting heat island effect; measuring tree canopy cover; the approach of a ‘cost-based’ value for trees; if tree species should be in the policy or guidelines; the conflict between infrastructure and trees (particularly tree roots); potential review of operational processes to achieve a balance between the urban forest and infrastructure; promoting the value of trees in the public realm; how Council will manage risk while developing the urban forest; minimizing tree damage to public and private property; and how risk is managed. These areas are responded to in the attached revised TMP (Appendix. 1).

Following approval from Council, it is proposed to undertake public consultation. Public consultation will help inform Council with regard to the community expectation in balancing Council’s commitment to the retention of appropriate vegetation while recognising and managing risk to health, safety and property. It is intended that part of the consultation will involve engagement with the Public Spaces and Environment Advisory Committee.

3.3 Options

3.3.1 Option 1

Undertake community consultation on the draft Tree Management Policy and receive a further report providing feedback responses for consideration and amendment.

3.3.2 Option 2

Not undertake community consultation and continue to operate in accordance with the adopted Tree Management Policy (2011) regarding the management of trees within reserves, street and Council managed sites.

4. Conclusion

4.1 Environmental Implications

The Greening Kingston Vision and the TMP will guide the implementation of actions that contribute to the health and wellbeing of the community and to the creation of a liveable city.
Green spaces and the urban forest provide more than aesthetic and recreational value. They are recognised as critical infrastructure in cities around the world and being vital to the health and wellbeing of communities. The benefits are environmental, economic and cultural. A summary of the many benefits provided by green spaces and the urban forest include:

- Provides a sustainable, prosperous and healthy community thriving in an attractive and liveable environment
- Habitat & biodiversity
- Shade, shelter & cooling
- Improve air quality
- Provide passive and active recreation spaces
- Reduce stormwater runoff allowing replenishment of groundwater and reduced flooding
- Reduce stormwater contamination & nutrient (filtering through rain gardens)
- Treatment of stormwater for reuse
- Reinforce a sense of place and municipal identity
- Improve mental health & wellbeing
- Increase property prices

4.2 Social Implications
The residents and the City of Kingston have made green spaces a priority for the environmental and quality of life benefits they provide. Protecting and enhancing Kingston’s green spaces through proper management is vital to sustaining a healthy, vibrant community.

4.3 Resource Implications
The TMP provides strategic direction for Council resources based on existing and projected recurrent expenditure.

Council commits around $2.9 million toward managing the urban forest; The following section outlines details of Council’s tree management programs that are implemented across the city including the 2017/18 budgets and resources.

Tree Planting
Street Tree Planting
Management of street tree planting is overseen by a Council staff member. Contractors are used to plant and maintain the trees and the 2017/18 Operational Budget has allocated $888,000 to this task.

Each year Council plants about 1,600 – 1,700 advanced and semi advanced street trees. These trees are planted as part of Council’s “street in-fill program” to replace trees in streets where vacant sites exist or where a removal has taken place, the “main road and whole streets program” that focus on improving major corridors through the city including whole street planting which at times forms part of a broader infrastructure program including road reconstruction, footpath renewal or shopping centre renewal works.

Once planted, these trees are included on a 2-year tree establishment maintenance program (including weed control, formative pruning and maintenance of tree stakes/guards and watering from September to April). Currently a 98% establishment rate is achieved; this does not include vandalism or stolen trees.
Public Places Tree Planting
These planting programs are implemented by a range of staff as part of public places improvement works (park & playground upgrades), garden bed renewals and community plantings.

Each year Council plants about 600 specimen trees annually as part of public places improvement works. Other planting programs include Green Wedge improvements and Natural Resource Area plantings in our bushland reserves. Examples include: one-off plantings at Kearney Drive Reserve in Aspendale Gardens (around 5,000 trees in 2014); plantings as part of the Green wedge (approx. 2000 trees per annum) and plantings undertaken by the Natural Resource Area Team in our bushland reserves such as Mordialloc Creek (1,000-2,000 trees over a 5 year program).

Supply and plant – 17/18 Operational Budget $100,000
Supply and plant – 17/18 Capital Budget $150,000
Supply and plant – 17/18 Green Wedge Budget $95,000

Tree Management
Management of tree maintenance programs including programmed street tree pruning, park tree pruning, tree removal, risk management/claims, root pruning & barriers, contract management – 2 full time staff and additional staff to deal with peak workloads in particular after storm events. Contractors are used to implement work on the ground.

17/18 Operational Budget $1,668,000

4.4 Legal / Risk Implications
Risk to health and safety and risk to property underpin the assessment of Council managed green spaces within the City of Kingston

The review of the TMP will ensure that the assessment of risk continues to be a recognised priority.

There are broader organizational risks with ineffective management of trees including, claims, civil asset damage, non-compliance with Energy Safe Victoria requirements for power line clearance, public reputation, decline of the urban forest, outbreak of plant pests and disease, increase risk to health and wellbeing of our community and the urban forest will not be sustained and enhanced for inheritance by future generations.

Appendices
Appendix 1 - RevisedTree Management Policy 2017_CouncilMeeting 28 August'17 (Trim No 17/135468)  [PDF]

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10.3
TREE MANAGEMENT POLICY REVIEW

1  RevisedTree ManagementPolicy 2017_CouncilMeeting 28 August'17 ........................................................................................................ 239
City of Kingston
Tree Management Policy

Review May 2017

Produced by Treelogic in conjunction with officers, executives and councillors from the City of Kingston, 2017
Appendix 1 - Associated Council documents / literature / policies / strategies
Appendix 2 - Associated Standards / Legislation / Planning requirements
Appendix 3 - Street Tree Species List

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Introduction & Vision

Vision

Council will maintain and enhance the urban forest to underpin the sense of a happy and healthy community, and to maintain vibrant neighbourhoods, through sustaining the City’s beautiful streetscapes and parklands.

The urban forest will be resilient through the application of timely, scheduled works to respond to changes in the environment and the community’s expectations. Council will undertake tree management programs to increase canopy coverage, protect existing trees, promote public safety and tree health, implement cost effective enhancement and maintenance of the public trees, increase public awareness of the value of our trees, and maximize the social, economic, and environmental benefits of public trees for current residents and future generations.

Executive Summary

The residents and the City of Kingston have made trees a priority for the environmental and quality of life benefits they provide. In response to the growing public appreciation of trees and to respond to the increasing challenge of managing trees in an urban environment, Council has developed a Tree Management Policy. The document outlines Council’s policies and strategic direction in regard to the management of the public component of the Urban Forest.

Protecting and enhancing Kingston’s urban forest through proper management is vital to sustaining a healthy, vibrant community. The urban forest provides a multitude of benefits from an ecological, climatic, architectural, psychological and economic point of view. The urban forest provides habitat and food sources for wildlife, provides efficient use of storm water runoff, mitigates noise and dust levels, improves air and water quality, absorbs pollutants, sequesters carbon and helps conserve energy. Understanding the functions, values and services that the urban forest provides is integral to its successful management.

The USDA Forest Service (2000) suggests that in the majority of cases, “the dollar value of existing trees will either remain the same or increase as time goes by, as long as they are maintained adequately.” This is in contrast to other capital expenditures, such as building and maintenance equipment, which decreases in value with age.” This is one of the reasons Council provides appropriate funding for the management of Kingston’s urban forests each year.

Council seeks to create a vision of how the urban forest should look and the benefits it provides. This Tree Management Policy in conjunction with the Tree Management and Technical Guidelines provides the guidelines for achieving the vision. The Tree Management Policy and Tree Management and Technical Guidelines are living documents; these will evolve over time based on the dynamic nature of the environment, community expectations, as new tree species are developed and industry standards and practices evolve.

The Urban Forest is the sum total of all trees and associated vegetation growing within an urban area. It includes trees on private and public managed land. The City of Kingston Tree Management Policy, however, pertains solely to trees located on Council managed land.

The City of Kingston Tree Management Policy is Volume 1 of the City of Kingston’s tree management documents. While the Tree Management Policy provides an overview of the strategic direction for the management of the public Urban Forest, Volume 2 The City of Kingston Tree Management & Technical Guidelines underpins the implementation of the policy and outlines current best arboricultural practice for tree management functions.
Appendix 1


Objectives

- To protect, enhance and maintain a safe urban forest.
- To have a fully stocked urban forest consisting of an acceptable blend of species diversity, suited to the sites into which they are placed.
- To meet the challenge of climate change by aiming to increase canopy cover and density, and through selecting and using trees to reduce energy use and absorb carbon dioxide.
- To budget effectively to maintain these resources and to follow planned maintenance cycles.
- To perform maintenance activities to accepted arboricultural industry standards.
- To communicate and engage with the residents and businesses of Kingston with regard to tree maintenance activities.

Introduction

The City of Kingston is one of Melbourne’s most diverse municipalities, with a population of approximately 156,754 (ABS Estimated Resident Population 2016), with a population density of 17.17 persons per hectare, living in 59,854 households over 91 square kilometres. It is the tenth largest municipality in Melbourne and continues to grow with a forecast population of 165,214 by 2036.

Trees are a significant part of Kingston’s landscape character. They provide the City of Kingston with social, economic and environmental benefits. The community is naturally concerned with conserving trees - particularly large canopy trees that take many years to mature. In line with the State Government’s Biodiversity Strategy, Kingston is aiming for no further net loss in canopy cover throughout the City.

Following a 2014 assessment of the vegetation canopy cover for Kingston, there is an opportunity to use this data as a benchmark to monitor percentage tree canopy across the municipality. The percentage tree canopy for Kingston at that stage was 14.2%. The increase of the tree canopy cover is addressed at a practical level through Council’s annual Tree Planting Program and underpinned by the Tree Policy & Technical Guidelines.

Kingston manages over 300 open space areas throughout the City, including areas such as Peter Scullin Reserve, Bicentennial Park, Bridgshaw Park, The Grange Heathland, Kingston Heath Reserve and approximately 13 kilometres of foreshore. The importance of the City’s open space and environmental areas is illustrated by the deep green colour in the City of Kingston logo.

The City of Kingston manages approximately 90,000 trees located within reserves, streets and Council managed facilities. It is a Council objective to protect and restore the quality of Kingston’s natural environment and streetscapes, and to provide for the responsible management of its assets. All tree work shall be performed to the best arboricultural standard to provide healthy well balanced trees of good growth and aesthetically pleasing appearance.

Urban trees improve the quality of urban life and contribute to a sense of community; they also contribute to an attractive green city and can communicate the image of a positive, nature-oriented city. Indirectly, urban trees can promote tourism and enhance economic development. At the local level trees contribute to the quality of housing and working environments and their benefits are reflected in residential property values.

Benefits of trees

There are four main areas of benefits that urban trees provide:
Environmental benefits

- Trees help filter airborne pollutants and there is up to a 60% reduction in street level particulates where trees are present.
- Through photosynthesis a tree can absorb up to 150 kg of CO₂ per annum, some of which is sequestered within the wood of the tree.
- Trees can regulate water flow and improve water quality. For every 5% of tree cover added to a community, storm water runoff is reduced by approximately 2%. This reduces localised flooding and pressure on the existing drainage systems.
- Shade trees reduce daytime surface temperatures by between 5-20°C. A strategically placed tree in an urban area can reduce ambient temperatures by 2-5°C. Trees can be one of the most cost effective mechanisms for reducing the urban heat island effect.
- Trees provide wildlife habitats for many species.

Amenity

- Trees enhance urban areas, and large, mature street trees are found to be the most important indicator of attractiveness in a community.
- Trees can provide landscape amenity through their variation in shape, texture and colour.
- Trees help frame and screen views, and provide integration of landscape and scale to the built environment.
- Trees can absorb sound waves to reduce urban noise.

Social

- Spending time near trees improves physical and mental health by increasing energy level and speed of recovery, while decreasing blood pressure and stress.
- Children function better than usual after activities in green settings and that the “greener” a child’s play area, the less severe their attention deficit symptoms. Exposure to nature while young can influence a person’s lifelong attitudes to environmental protection.
- Reduced air pollution from the presence of trees helps to ameliorate respiratory problems, such as asthma, the leading serious chronic illness among children.
- Trees can provide protection against skin cancer by reducing UV-B exposure (the most damaging type of solar radiation) by about half.
- Trees help build community by promoting contact, encouraging physical activity, reducing stress and stimulating social cohesion, with reduced crime and increased public safety.
- Trees can create a 1-2°C reduction in an extreme heat event, which can significantly reduce heat mortality rates for old and frail people.
Economic benefits

- Trees in streets enhance neighbourhood aesthetics and consequently are proven to increase property values. It is estimated that properties in tree-lined streets are valued around 30% higher than those in streets without trees.
- Studies show consumers spent 9% more on items at retail outlet with trees due to a more relaxed lingering mood. Trees incorporated into a commercial area can increase business income by 20%.
- Appropriately placed trees in the residential landscape can realize savings up to 58% and businesses by as much as 50% on daytime air conditioning.
- Office workers with a view of nature are more productive, report fewer illnesses, and have higher job satisfaction.

For councils deciding on where to direct expenditure in order to improve a street, planting trees can provide one of the most cost effective means of maximising a range of benefits.

These aesthetic, social, environmental and economic considerations reflect the critical need to retain and enhance Kingston’s overall urban forest.

General tree management principles

The goal of tree management is based on an understanding of the dynamic nature of the resource, its aesthetic and safety requirements, public attitude and perception, and Council’s commitment to sustaining the natural environment and engaging and working with the community.

Properly maintained trees develop fewer hazardous defects and therefore pose less risk to public safety.

All trees have a finite lifespan.

As trees age they require increasing management to maintain them in a safe and attractive condition.

At some point in time trees in public areas need to be removed and replaced.

Council’s guiding principles

- Place public safety as a priority.
- Seek to achieve a sustainable urban forest taking into consideration ecological principles, the dynamic nature of trees in the urban landscape, community expectations and the built environment.
- Implement and manage appropriate tree removal / replacement programs that ensure the tree resource is continually renewed thereby ensuring a biological diverse and sustainable tree population.
- Implement tree management in line with relevant legislative requirements, strategic policies and accepted tree care practices. Any operation that is known to be detrimental to long-term tree health is not appropriate.

The City of Kingston Tree Management Policy outlines Council’s policies and strategic direction in regard to the management of the public component of the Urban Forest.

Council will:

- Maintain and enhance the existing tree population for inheritance by future generations by preserving tree health, biological diversity, aesthetic appearance and amenity value.
- Ensure recognition of trees in key corporate documents.
Maintain high standards of tree management to current best practice and recognised standards and provide adequate resources to ensure proper tree management.

Utilise a program of systematic tree assessment and best practice tree management to mitigate tree risk for residents and visitors to the City.

Remove hazardous trees and inappropriate species where necessary and plant replacement trees in order that the City’s landscapes are reinvigorated and maintained with regard to safety.

Select tree species for planting based on their suitability to the site, climatic conditions, biological diversity, performance, and potential to contribute to the landscape. Tree selection, placement and planting of trees will be undertaken to mitigate potential conflicts with infrastructure and to reduce long-term risk.

Undertake planting programs to achieve a net increase of trees across the City.

Ensure relevant internal consultation where Capital Works may impact trees in road reserves.

Protect Council trees from development and other activities that threaten their health and viability. The conflict between trees and infrastructure will be minimised where possible.

Implement design solutions to enable residents to develop a sense of pride and ownership and reduce the incidence of vandalism.

Consult with the community about all major projects involving tree removal and tree planting.

Maintain accurate and current documentation on the management of Council’s tree assets.

Develop and enhance the information content of Council’s webpage for trees.

Investigate a system for ongoing measurement of Kingston’s canopy cover.

There are a number of associated Council strategies/policies/documents as well as State Legislative and Standards that affect the Tree Management Policy and Tree Management and Technical Guidelines. A list of associated Council literature can be seen in Appendix 1 and a list of associated external documents can be seen in Appendix 2.

Performance monitoring and review

Performance monitoring and ongoing review is an important aspect of urban forest management to ensure that objectives are being met and that tree management remains relevant.

Changes to climate, technologies, resource allocations and community expectations are some of the issues that will necessitate regular reviews of the management of the urban forest.

References

Tree Establishment

Introduction

Trees are the dominant component in landscapes and one of the most effective ways of improving the image and landscape character of a city is to upgrade the street tree / roadside and public open space planting.

Council recognises the value of tree planting as a method of increasing tree canopy cover and improving the urban forest so invests heavily in the planning and establishment of trees throughout the city. This also includes the selection of specific trees for suitability as well as the follow up maintenance over a two year period for all trees planted in Kingston.

Appendix 3 contains tree species suitable for planting within the landscaped urban areas of the City of Kingston. A range of indigenous, Australian native and exotic evergreen and deciduous species has been selected to ensure the best possible outcome given individual site outcomes and constraints.

The list of species is not definitive. Council’s arborist will review and investigate new tree species in line with aesthetic, functional and climatic/environmental requirements.

Policy Statement

The City of Kingston will proactively carry out tree planting in nature strips, parks and reserves and other Council managed land to meet the following objectives:

- To preserve and enhance the local character of the distinct areas within the City;
- Select tree species for planting for their suitability to the site, biological diversity, performance, and potential to contribute to the landscape without onerous management implications;
- Endeavour to increase the number of trees and overall canopy coverage, within the City’s streets and other Council managed land where appropriate;
- To reinforce plantings along main roads in the City;
- To reinforce habitat links;
- Set and maintain high tree planting and establishment standards; and
- Consult, inform and engage the community about all major projects involving tree planting.

Associated Council Documents / Literature / Policies / Strategies

City of Kingston Biodiversity Strategy 2007 - 2012. In particular, Action number 13 states, ‘Plant indigenous species in biodiversity corridors, recreational parks and reserves, streetscapes, car parks and Council premises.’, as appropriate.

Consolidated Community Local Law (Community Local Law – Adopted by Council 24 August 2015 and Community (Amendment) Local Law No. 1 - Adopted by Council 19 September 2016). Specifically:


Community Local Law 2015 – Environmental weed list.

City of Kingston Contract No. 12/10. Tree planting and tree establishment - Sets quality standards for tree planting and post-planting maintenance within the municipality.

VicRoads Tree Planting Policy May 2016.
AS 2303:2015 Tree stock for landscape use.

**Strategic direction**

Evaluate existing streetscapes and identify new strategic planting opportunities.

Develop a priority tree planting program for parks and reserves in conjunction with park masterplans. Assessments will also identify links from parks and reserves to adjoining streets and other open space.

Assess other Council managed land for tree planting opportunities
Tree maintenance

Introduction

The City of Kingston maintains trees on Council-managed land to fulfil its legislative and management obligations to residents and visitors to the area. The key to maintaining and enhancing the urban forest is ensuring quality tree work. Maintenance work performed on trees aims to manage tree health and enhance the quality of the tree landscape across the City as well as reducing the inherent risks associated with trees in an urban area.

Public trees are planted and maintained by Council in accordance with this policy and Tree Management Guidelines.

The City of Kingston undertakes pruning programs on trees managed by Council to:

- reduce the risk to public safety,
- decrease potential damage to property,
- provide clearances for pedestrians, vehicles and sight lines,
- provide clearances around services and utility lines,
- manage tree health, and
- to formatively shape young trees.

Street trees are inspected on a two-year cycle and if required, pruned to ensure tree health and required clearances that satisfy Council’s legislative and management obligations to residents and visitors to the area.

An annual high voltage power line clearance program also occurs to meet the Electricity Safety (Electric Line Clearance) Regulations 2015.

Trees located within high use areas such as playgrounds in Parks and Reserves are inspected as part of a 1-2 year program. All other trees located in high use areas are inspected on a 3-5 year program. Scheduling of tree inspections within Parks and reserves is based upon existing infrastructure and occupancy/usage frequencies. Tree inspection frequency is based on risk management principles of likelihood and consequences.

Maintenance work on trees will occur in response to unexpected events or emergencies, such as tree or branch failure resulting from severe storms.

Certain trees within the municipality may require specialist maintenance work, for example, topiary trees that require pruning to maintain shape and aesthetics. Palms also require specific maintenance works. Some trees may require specialised tree surgery works.

Other tree maintenance tasks include management of tree roots and pests and diseases.

Any operation known to be detrimental to long-term tree health is not appropriate.

Policy statement

The City of Kingston will provide adequate resources to carry out tree maintenance in road reserves, parks and reserves and other Council managed land proactively to meet the following objectives:

- Undertake tree maintenance works as required to protect, enhance and preserve existing trees to a high standard.
- Undertake tree pruning in line with relevant legislative requirements, strategic policies and accepted tree care practices.
Appendix 1


- Undertake all pruning to comply with Australian Standard – AS 4373 – 2007 Pruning of amenity trees.
- Integrate latest technology to ensure tree maintenance programs continue to meet best tree care practices.

Associated Council documents / literature / policies / strategies

Consolidated Community Local Law (Community Local Law – Adopted by Council 24 August 2015 and Community (Amendment) Local Law No. 1 - Adopted by Council 19 September 2016).

- Community Local Law 2015 – Environmental weed list.


City of Kingston Electric Line Clearance Management Plan, as submitted for approval each year.

Electricity Safety under the Electric Line Clearance Regulations (2015) - Code of Practice for Electric Line Clearance, strategic policies and accepted tree care practices.

AS 4373 - 2007 Australian Standard - Pruning of amenity trees. Provides the principles of tree pruning to encourage practices that reduce the risk of hazard development, branch failure, pathogen infection and premature tree death.

Tree root management

Certain tree root treatment work, including selective root pruning and root barrier / deflector installation, is occasionally required to be performed. This work is required for risk management, to maintain public safety and contain tree root growth. Where necessary, root pruning is also required to undertake repairs or prevent damage to property, roads and pavements.

Council will consider a range of strategies, such as species selection and site assessment, infrastructure design solutions, root pruning and barrier placement, to avoid or manage tree root conflicts with infrastructure.

Policy statement

- The conflicting requirements of trees and infrastructure will be minimised where possible.
- Root pruning of Council managed trees will always be undertaken in accordance with AS 4373 to ensure the health, stability, and longevity of the tree.

Management of pests and diseases

Pests and diseases are a component of the urban landscape and Council recognises that control measures will be required at times to maintain healthy and aesthetically pleasing landscapes.

- Council will adopt the principles of integrated pest and disease management (IPDM) to address pest and disease management with a focus on problem prevention through appropriate tree selection, planting and tree maintenance.
- Council officers will have a thorough understanding of the biology of the plants and key pests in relation to the ecosystems they are managing. On-going training and education will occur for the officers to maintain current best practice approach to pest management.
- Council will support research into biological controls for pests and diseases that pose a threat.
- Constant monitoring of the urban forest will allow timely and appropriate responses.

- An integrated approach to pest management will be adopted that employs methods and materials that preserve and augment the ecosystem while facilitating permanent control of the pest.

- Advice and management programs will be sought from other agencies or pest control regulator, for example Department of Economic Development, Jobs, Transport and Resources (DEDJTR), to ensure the best approach is adopted for any pest outbreak.

- Trees will be removed when they are infected with an epidemic insect or disease where the recommended control is not applicable and removal is the recommended practice to prevent transmission.

- Species of tree will be selected that are known to be pest and disease resistant.

- Monitoring systems will be developed to check pests and tree health regularly; and

- Trees that are recognised woody weed species will be removed when opportunities are presented through the normal management of the City's tree population.

**Strategic direction**

**Council will:**

- Investigate overhead powerline alternatives to reduce requirement for pruning of trees to meet Electricity Safety under the Electric Line Clearance Regulations (2015) - Code of Practice for Electric Line Clearance, strategic policies and accepted tree care practices.

- Continue to maintain and update tree related records to assist with tree population status, works scheduling, monitoring and recording of the tree resource.

- Continue to adopt industry best practice to ensure optimum outcomes for the City's trees and the community.

- Continue to investigate tree species selection as a means of reducing conflicts with infrastructure and to respond to environmental changes.
Tree protection

Introduction

The primary goal of tree protection is the long-term survival and viability of a tree. The urban forest is subject to a variety of pressures, conflicts, changes to land-use and public requirements. These pressures lead to damaged trees which may affect their function and viability in the landscape.

Protecting and maintaining healthy, safe and aesthetically pleasing trees is vital to Council achieving the desired landscape, social and environmental objectives for the City. While Council’s Parks & Recreation Department drives the protection of the urban forest, it is a multi-departmental, community wide endeavour. Tree protection is also the responsibility of other Council departments such as City Development; Infrastructure & Community Buildings involved in infrastructure maintenance activities.

Residents are not permitted to prune, remove or plant any trees within a nature strip.

Policy statement

Trees on Council managed land shall be protected at all times with an objective to reduce the negative impacts of construction and maintenance activities on Council managed trees.

- Council managed trees will be protected from construction works and other activities that threaten tree condition, safety or amenity.
- The conflicting requirements of trees and maintenance or enhancements will be minimised where possible.

Associated Council documents / literature / policies / strategies

Consolidated Community Local Law (Community Local Law – Adopted by Council 24 August 2015 and Community (Amendment) Local Law No. 1 - Adopted by Council 19 September 2016). Specifically:

- Community Local Law 2015 – Environmental weed list.


Australian Standard AS 4373 - 2007 - Pruning of amenity trees. Provides the principles of tree pruning to encourage practices that reduce the risk of hazard development, branch failure, pathogen infection and premature tree death.


Strategic direction

Review and update the Significant Tree Register

Develop and enforce tree protection guidelines, including information on the tree protection guidelines and AS 4970 - 2009 in all planning applications.

Co-ordinate with other Council departments to ensure projects do not impact negatively on the urban forest.
Tree removal

Introduction
The City of Kingston will investigate all tree management options before recommending tree removal wherever possible. There are circumstances, however, in which tree removal is an acceptable management option in nature strips, parks and reserves and other Council managed land when required for human health and safety, to protect infrastructure, to facilitate approved development and infrastructure improvements, to maintain a healthy urban forest or for ecological restoration.

Policy statement
Tree removal in road reserves, public open space and Council managed properties will meet the following objectives:

- Council will investigate all tree management options prior to the recommendation for tree removal. Tree removal will only be authorised when no other viable options are available.
- Council will consider the removal of trees where necessary in order that the City’s landscapes are reinvigorated and maintained with regard to safety.
- In all cases, tree removals will be conducted within the Kingston tree risk management procedure and tree assessment method and with minimal environmental impacts.
- The arborist or delegated officer(s) are responsible for undertaking tree inspections, assessments and reports in relation to tree removals.
- Council will consult and inform the community about all major projects involving tree removal.
- Council will provide residents a minimum fourteen days’ notice regarding proposed street tree removal unless a tree poses an unacceptable risk and requires immediate removal. Appeals relating to tree removal must be provided in writing to the Team Leader of Parks. Residents also have the option to obtain an independent arborist report.

Associated Council documents / literature / policies / strategies
Consolidated Community Local Law (Community Local Law – Adopted by Council 24 August 2015 and Community (Amendment) Local Law No. 1 - Adopted by Council 19 September 2018).
Specifically:

- Community Local Law 2015 – Environmental weed list.

Electricity Safety under the Electric Line Clearance Regulations (2015) - Code of Practice for Electric Line Clearance, strategic policies and accepted tree care practices.

Native vegetation clearing regulations (under review as at the time of policy development – DELWP).

Tree removal in accordance with Water Industry Act 1994

Tree removal in accordance with Gas Industry Act 2001

Tree removal in accordance with Rail Corporations Act 1996

Tree removal in accordance with Road Management Act 2004
**Strategic direction**

Continue to replace trees that have reached the end of their useful life expectancy, pose a risk, or no longer contribute to the amenity of streetscapes, Council managed facilities and/or parks.
Tree risk management

Introduction
The City of Kingston will seek to maintain public safety through the use of generally accepted professional practices of tree evaluation and treatment in order to reduce risk associated with hazardous trees to an acceptable level.

Available fiscal and human resources limit the ability to assess all high risk trees, priority shall be placed on trees deemed to carry the highest risk.

Policy statement
Council will:

- Utilise a program of systematic tree assessment and timely best practice tree management to mitigate tree risk for residents and visitors to the City.
- Maintain accurate and current documentation on the status (condition) and management of Council’s tree assets.
- Undertake proper selection, placement and planting of trees to reduce long-term risk.
- Maintain high standards of tree management to current best practice and recognised standards.
- Provide adequate resources to ensure proper tree management to mitigate risk potential.

Associated Council documents / literature / policies / strategies
AS 4373:2007 Pruning of amenity trees.

Strategic direction
Continue to develop and review the systematic, structured and timely approach to tree risk assessments.

Continue with data capture to develop and enhance the tree inventory database in regard to current tree population status, monitoring and recording.
Assigning a Monetary Tree Value

Introduction

Establishing and maintaining trees in the urban landscape incurs substantial costs. The return on this investment includes landscape amenity, amelioration of climatic conditions, ecological benefits and reducing environmental demand. Visual amenity value of a tree alone may be counter-balanced by other factors, for example the best use or benefits of the land the tree occupies. That is, the value of the land or the use of that piece of land that a tree occupies could be worth more than the tree.

There may be instances where trying to recoup the value of a public tree may not be warranted due to its size, condition and/or age (ULE).

Council, therefore, requires a system for assessing the economic loss when trees are accidentally or maliciously damaged or destroyed or removed for private development.

Council will apply a cost-based approach to attaining a valuation for a public tree. Assigning a monetary value to a tree, based on the reasonable cost of associated works to reproduce or replace what existed is an equitable and objective measure of loss.

Policy statement

- Council will calculate the monetary value of a tree for purposes of compensation. A tree value will be sought for a tree if it requires removal for private development, or has been removed as a result of an unauthorised tree removal or damaged structurally or aesthetically beyond that which the tree can no longer be retained.
Challenges for the future

Climate change

Climate change is expected to bring warmer average temperatures, wetter winters, drier summers and increasing rates of bushfire and insect infestations. Two predicted changes to climatic conditions that could impact on trees within the City directly are:

- Reduction in average surface water availability. In Melbourne the average long-term stream flow into water supply catchments could be reduced by up to 11 per cent by 2020, and as much as 35 per cent by 2050.
- The average annual number of days above 35 degrees Celsius is likely to increase from 9 days currently experienced in Melbourne up to 26 days by 2070 without global action to reduce emissions.

It is expected that these effects will interact with existing urban stresses such as air pollution, soil compaction and heat island effects. Managing for tree health will become increasingly important, and selection of tree species tolerant of extended drought, increased heat and insect infestation will become a necessity.

Council will:

- Select trees for use within public landscapes that are suited to the changing climatic conditions and maintain Kingston’s landscape character.
- Investigate tree management practices that allow better utilisation of storm water.
- Investigate opportunities for placement of trees to reduce the heat island effect.

Also refer to:

- The second Victorian Climate Change Adaptation Plan (2017-2020)

Water management

A key element in the success of tree growth is the amount of water the tree receives. Many urban landscapes are dependent on supplementary watering to maintain them in a healthy, vigorous condition and sustain their long-term survival. It has become evident in recent years that prolonged drought and associated water restrictions has made some landscapes and certain tree species vulnerable. Major changes have occurred both in the condition and health of urban landscapes and the approach to the management of these landscapes.

Strategies to adapt landscapes to a reduced water environment include:

- Estimating irrigation water requirements of trees and landscapes.
- Incorporate appropriate irrigation water budgets.
- Introduction of water harvesting strategies and other water sensitive urban design (WSUD) initiatives.
- Selection of drought and heat tolerant species.
- Providing appropriate space (rooting volume) for trees (use the right tree in the right location).

Urban development

Urban consolidation is often contrary to the ability to maintain existing landscapes and other natural systems. Invariably, as population increases and re-development takes place, conflict between
established trees and infrastructure occurs, which may affect tree’s function and viability in the landscape.

Potential impacts can come from:

- Increasing the size and number of vehicle crossovers and other hard surfaces.
- Reduction of available space for existing and new trees.
- Installation of underground services with subsequent tree root impacts.
- Altering existing soil properties such as compaction, lowering or raising soil levels and nutrient status.

There are new technologies, that when linked to appropriate design, can provide a new model for the relationship between cities and the environment. Such technologies include, porous pavements and water sensitive urban design initiatives. Soil Profile Rebuilding (SPR) is also a technique that can be used to improve the structure of soils following development that can allow better tree growth.

Understanding of the various causes of infrastructure conflict will allow the most appropriate actions to be developed to minimise the risk of impact occurring. A range of strategies need to be considered such as design solutions, species selection and site assessment, root management systems, to avoid or manage tree root conflicts with infrastructure.

Council will:

> Seek to minimise the impacts of urban development on existing trees.
> Ensure that sufficient space is maintained for existing trees and for new tree planting.
> Investigate new technologies to harmonise human and natural realms.
> Co-ordinate with service providers and other Council departments to ensure sustainable management of public managed trees.
> Encourage new development to align with existing landscape character and utilise suitable tree species and sympathetic landscape systems where appropriate.
> Investigate opportunities for establishing wildlife corridor links where appropriate.

**Pests and diseases**

The predicted climatic changes are likely to inflict particular stresses on urban trees and other plants, and this may increase their susceptibility to certain pests and diseases.

Climate change may alter patterns of disturbance from pathogens and herbivorous insects through physiological changes in the host plant. The expected changes in temperature and moisture availability will also directly affect the development and survival of the pests and pathogens, and their natural enemies, competitors and vectors. This may alter the impact of native pests and diseases and increase the populations of some species, including non-native species, not currently recognized as pests to epidemic proportions.
Appendix 1 - Associated Council documents / literature / policies / strategies

One Vision - Council Plan 2013-2017

Consolidated Community Local Law (Community Local Law – Adopted by Council 24 August 2016 and Community (Amendment) Local Law No. 1 - Adopted by Council 19 September 2016). Specifically:

- Community Local Law 2015 – Environmental weed list.


City of Kingston Register of significant trees (2015).


City of Kingston Contract No. 14/18, Arboricultural Services, Programmed Street Tree Maintenance. Sets quality standards and requirements for tree pruning within the municipality.

City of Kingston Contract No. 14/27, Reactive Tree Maintenance Services.

City of Kingston Contract No. 12/10, Tree planting and tree establishment services. Sets quality standards and requirements for tree planting within the municipality.

City of Kingston Electric Line Clearance Management Plan, as submitted for approval each year. Council’s tree management requirements to minimise the potential danger and damage that could occur as a result of trees contact with powerlines.

City of Kingston Green Wedge Plan 2012

The Kingston Integrated Water Cycle Strategy 2012

Kingston Planning Scheme Review 2010-2012

Open Space Strategy 2012
Appendix 2 - Associated Standards / Legislation / Planning requirements

Electricity Safety under the Electric Line Clearance Regulations (2015) - Code of Practice for Electric Line Clearance, strategic policies and accepted tree care practices.

AS 4373 - 2007 Australian Standard - Pruning of amenity trees. Provides the principles of tree pruning to encourage practices that reduce the risk of hazard development, branch failure, pathogen infection and premature tree death.

AS 4970 - 2009 Australian Standard - Protection of trees on development sites. Provides tree protection distances and tree protection guidelines.

Native vegetation clearing regulations (under review as at the time of policy development – DELWP).

Tree removal in accordance with Water Industry Act 1994

According to the Water Industry Act 1994, section 67, removal of trees, if a tree is believed to be obstructing works or damaging assets the water authority, or licensee, may, by notice in writing, request the removal of the tree. There will be situations where Council will need to comply with the water authority’s request.

All requests for tree removal by the water authority will be inspected by arborist or delegated officer(s). Alternative methods for rectifying the damaged assets will be investigated.

If alternatives cannot be established and the damage cannot be rectified or works cannot be reasonably re-routed away from the tree(s) and the infrastructure works could compromise the structural integrity of the tree by severing / damaging major roots and impact on the health of the tree it may be proposed for removal.

Within section 67 of the Water Industry Act 1994 there is opportunity for Council to object to the removal or in some instances, seek compensation.

Tree removal in accordance with Gas Industry Act 2001

According to the Gas Industry Act 2001 Act No. 31/2001, section 148 Powers as to works etc., “after giving 7 days’ notice in writing to the occupier, enter on any land on either side of any pipes, equipment or other devices referred to in paragraph (b), and fell or remove any tree or part of a tree or any obstruction which in the opinion of the gas distribution company or gas transmission company it is necessary to fell or remove.’

All requests for tree removal by the gas authority will be inspected by arborist or delegated officer(s). Alternative methods for rectifying the damaged assets will be investigated.

If alternatives cannot be established and the damage cannot be rectified or works cannot be reasonably re-routed away from the tree(s) and the infrastructure works could compromise the structural integrity of the tree by severing / damaging major roots and impact on the health of the tree it may be proposed for removal.

Tree removal in accordance with Rail Corporations Act 1996

According to the Rail Corporations Act 1996, section 50 Clearance of trees etc., if any tree or wood in the vicinity of a railway track operated or maintained by a person to whom this section (the rail authority) applies poses a risk to the safety of anyone on, or using, the railway track.

Examples:

The following trees pose a risk to the safety of a person using a railway track:
a) a tree that obstructs a view of a signal box from a portion of the track;

b) a tree near the middle of a curve of the track that restrains the view of the track for anyone entering the curve;

c) a tree whose roots are underneath the track.

The rail authority may, by written notice, require the owner or occupier of any land on which the tree or wood is situated to fell and remove the tree or wood.

If the owner or occupier of the land does not comply with the notice within the time specified in the notice, the rail authority (person), which caused the notice to be served, may:

a) enter the land at any reasonable time and carry out the work specified in the notice; and

b) recover the cost of carrying out the work from the owner or occupier as a debt.

All notifications for tree removal by the rail authority will be inspected by an inspector or delegated officer(s). Alternative methods for rectifying the safety concerns or the damaged assets will be investigated.

If alternatives cannot be established and the damage cannot be rectified or tree works can only improve safety, the tree(s) may be proposed for removal.

Tree removal in accordance with Road Management Act 2004

According to the Road Management Act 2004, under Schedule 3 Specific Powers of State Road Authorities, Clause 10 'Power to remove certain trees or vegetation.

A co-ordinating State road authority may lop or remove any tree or vegetation on a road, or lop any tree or vegetation overhanging a road; if the co-ordinating State road authority considers that it is necessary to do so:

a) to remove a danger to road users; or

b) to prevent damage or obstruction to the operation of road infrastructure or non-road infrastructure; or

c) to carry out works on the road or infrastructure on the road.

Schedule 8 Specific Protection of Roads and Adjoining Land Powers of State Road Authorities. Clause 3 Power in respect of neighbouring land, can require the removal of overhanging trees or other encroachments on air space over a road.

All notifications for tree removal by the State road authority will be inspected by an inspector or delegated officer(s). Alternative methods for rectifying the safety concerns of damaged assets will be investigated.

If alternatives cannot be established and the damage cannot be rectified or tree works can only improve safety, the tree(s) may be proposed for removal.

VicRoads Tree Planting Policy February 2015.
Appendix 3 - Street Tree Species List

The following tree species are recommended for use in the majority of streets within the Municipality. The species have been selected that meet the tree selection principles, primarily that the species have moderate to high tolerance of stress with regard to general climatic suitability, soil oxygen levels, soil compaction, drought, past and diseases, high wind and atmospheric pollution. Species also meet maintenance and functional requirements, for example, can be pruned to single trunks, and have low fruit drop. The selected trees could be considered as ‘signature’ species that contribute to the pervading landscape character of the area.

Species selected are generally long-lived species that do not require excessive resource input to maintain them in a safe and aesthetically pleasing manner.

Other indigenous species, shrubs and ground covers, can be incorporated into existing natural/remnant areas or where an understorey planting is also required.

The following lists are not definitive. Council’s arborist will review and investigate new tree species in line with aesthetic, functional and climatic/environmental requirements. The palette of species suitable for planting within open space and other Council managed land could be extended.

Indigenous trees (Species suitable for planting in streets)

<table>
<thead>
<tr>
<th>Species</th>
<th>Characteristics</th>
<th>Suitability / comments</th>
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</thead>
<tbody>
<tr>
<td><em>Acacia implexa</em> (Lightwood)</td>
<td>Upright to narrow-domed small tree, 5-12 m x 4-7 m. Sickle-shaped phyllodes.</td>
<td>Associated with River Red Gum woodlands to north / east.</td>
</tr>
<tr>
<td><em>Acacia melanoxylon</em> (Blackwood)</td>
<td>Narrow-domed small to medium tree, 8-12 m x 6-8 m. Dark green phyllodes. Pale</td>
<td>Extensive range. Associated with Healthy Woodland &amp; Damp Sands Herb-rich Woodland.</td>
</tr>
<tr>
<td></td>
<td>cream flowers in late winter to spring.</td>
<td></td>
</tr>
<tr>
<td><em>Allocasuarina littoralis</em> (Black She-oak)</td>
<td>Small erect tree, 5-8 m x 2-5 m, with ascending branches. Dark green tree,</td>
<td>Small, narrow planting sites. Particularly suited to north-eastern areas of the City.</td>
</tr>
<tr>
<td><em>Allocasuarina verticillata</em> (Drooping She-oak)</td>
<td>Rounded small to medium tree, 5-10 m x 3-8 m, with pendulous branchlets and</td>
<td>Coastal zones.</td>
</tr>
<tr>
<td></td>
<td>drooping, grey-green, needle-like foliage.</td>
<td></td>
</tr>
<tr>
<td><em>Banksia integrifolia</em> var. <em>integri</em></td>
<td>Open, erect spreading tree, 10-20 m x 5-10 m. Dark green leaves with silvery</td>
<td>Coastal zones. Large sites. Associated with Coast Banksia Woodland.</td>
</tr>
<tr>
<td><em>Banksia marginata</em> (Silver Banksia)</td>
<td>undersides. Pale yellow, terminal flower spikes. Rough, grey bark.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Variable from shrub to small tree, 1-10 m x 1-5 m. Stiff, linear green foliage,</td>
<td>Coastal zones through to north-eastern woodland areas.</td>
</tr>
<tr>
<td></td>
<td>white underneath. Yellow flower spikes.</td>
<td></td>
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<tr>
<td><em>Eucalyptus camaldulensis</em> (River Red Gum)</td>
<td>Large, open-crowned spreading tree. 20-30 m x 12-30 m. Attractive bark. White flowers in summer.</td>
<td>Large, wide planting sites, highlight specimen. Particularly suited to north-eastern areas of the City. Associated with Plains Grassland Woodyland.</td>
</tr>
<tr>
<td><em>Eucalyptus cephalocarpa</em> (Mealy Stringybark)</td>
<td>Medium evergreen tree, 10-20 m x 5-15 m with spreading canopy. Thick, persistent, grey-brown bark.</td>
<td>Could be used as a single specimen planting or as a component of an indigineous group.</td>
</tr>
<tr>
<td><em>Eucalyptus pauciflora</em> ssp. <em>pauciflora</em> (Snow Gum)</td>
<td>Variable, rounded tree 8-20 m x 6-15 m. Smooth whitish-grey bark. Green to bluish-grey foliage. White flowers.</td>
<td>Can vary in size. Could have extensive use across City.</td>
</tr>
<tr>
<td><em>Eucalyptus viridula</em> ssp. <em>proryana</em> (Gippsland Manna Gum)</td>
<td>Medium to tall tree 8-15m x 10-18 m. Thick fibrous bark, persistent to small branches. White flowers.</td>
<td>Coastal and inland areas. Associated with Heathly Woodland &amp; Damp Sands Herb-rich Woodyland</td>
</tr>
<tr>
<td><em>Eucalyptus radiata</em> (Narrow-leaved Peppermint)</td>
<td>Medium to large tree with narrow domed form. 10-20 m x 8-15 m. Narrow leaves, fine rough bark.</td>
<td>Could be used in larger sites across City. Associated with Heathly Woodland &amp; Damp Sands Herb-rich Woodyland, Coast Banksia Woodyland</td>
</tr>
<tr>
<td><em>Leptospermum laevigatum</em> (Coastal Tea-tree)</td>
<td>Tall, bushy shrub or small, twisted tree, to 8 m. Grey-green, obovate, leaves. White flowers in spring or early summer.</td>
<td>Coastal areas only. Associated with Coast Banksia Woodyland &amp; Coastal Dune Scrub.</td>
</tr>
<tr>
<td><em>Melaleuca ericifolia</em> (Swamp Paperbark)</td>
<td>Shrub or small tree to 8 m high with pale papery bark. Dense, linear foliage and white flower spikes.</td>
<td>Use as a component of groups of indigineous vegetation.</td>
</tr>
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**Small Australian native trees <9 m in height**

<table>
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<tr>
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<tr>
<td><em>Angophora hispida</em> (Dwarf Apple)</td>
<td>Rounded to broad-domed, sometimes twisted tree 6-8m in height and similar spread. Hairy young stems and new heart-shaped foliage. Terminal white flowers in spring. Rough, fibrous bark.</td>
<td>Will grow well in a variety of well-drained soils, and will tolerate some coastal exposure. Good drought tolerance. Requires formative pruning to single trunk.</td>
</tr>
<tr>
<td><em>Brachychiton populneus x acenifolius</em> 'Jerilderie Red'</td>
<td>Pyramidal to broad-domed, grafted, densely canopied tree to 6-8 m x 7 m. Powderly red flowers that are shaped like small bells, which appear late Spring early Summer.</td>
<td>Prefers a sunny location in well-drained soil.</td>
</tr>
<tr>
<td><em>Brachychiton populneus x acenifolius</em> 'Bella Pink'</td>
<td>Broad-domed, grafted medium sized shade tree with glossy green foliage to 8 x4 m, clusters of salmon pink, bell-shaped flowers in Summer.</td>
<td>Prefers a full sun to part shade location in well-drained, humus-rich soil.</td>
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### Appendix 1


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<tr>
<td><em>Brechynchiton populneus x acerofolius</em> 'Bella Donna'</td>
<td>Pyramidal shaped tree, 5-6 x 3-4 m with densely packed panicles of bright pink flowers in late Spring and early Summer.</td>
<td>Prefers a sunny spot in well-drained soils. Useful for sites that are narrow and under power lines.</td>
</tr>
<tr>
<td><em>Callistemon 'Harkness'</em> <em>(Bottlebrush)</em></td>
<td>Small, rounded tree to 6 m in height. Long, stiff, dark green leaves, and deeply-fissured, blackish-grey bark. The crimson-red flower spikes to 200 mm long, borne in late spring and early summer.</td>
<td>Suitable for narrow sites. Will grow well in a variety of soils. Will also grow reasonably well in planter boxes, or restricted planting areas.</td>
</tr>
<tr>
<td><em>Corymbia citrodora 'Scentuous'</em></td>
<td>Grafted, narrow-domed, small tree. 6-8 m x 3-4 m. Dense, fine textured crown of bright, dark green foliage. Smooth white/pink bark. White flowers.</td>
<td>Suitable for narrow sites or space constraints. Adaptable species to a range of growing conditions.</td>
</tr>
<tr>
<td><em>Corymbia ficifolia</em> 'Wildfire' <em>(Wildfire Red-Flowering Gum)</em></td>
<td>Grafted, rounded small tree 5-6 m x 5-6 m. Dense rounded canopy, rough brown bark. Deep green foliage leaves with bronzy new growth. Red-crimson flowers.</td>
<td>Prefers well drained sites, although plants grafted onto specially selected rootstock ensures viability for growing in a wide range of soil types. Use in low humidity (coastal) areas.</td>
</tr>
<tr>
<td><em>Eucalyptus gregsoniana</em> <em>(Wolgan Snow Gum)</em></td>
<td>Small tree with ascending branches, 4-7 m x 2-4 m. Smooth whitish-grey bark. White flowers in spring.</td>
<td>Adaptable to a wide range of conditions &amp; soils. Moderately good tolerance of drought and wind.</td>
</tr>
<tr>
<td><em>Ficus petrophyta</em> <em>(Rock Fig)</em></td>
<td>Oval foliage that is thick and heavily waxed, almost like those of a rubber plant. It also has finely textured grey bark and small fruit. Broad-domed tree growing to around 7-8 m x 7-8 m.</td>
<td>Prefers full sun. Grows in rocky, dry, exposed areas, as far south as central Australia. Moderate to high drought tolerance.</td>
</tr>
<tr>
<td><em>Tristaniopsis laurina</em> <em>(Karokka, Water Gum)</em></td>
<td>Rounded tree 7-9 m height x 5-8 m. Dark green, glossy leaves. Yellow flowers. Bark smooth, mottled, cream, and brown.</td>
<td>Prefers moist, well drained soils. Slow to transplant, needs good watering program to establish. Also consider <em>Tristaniopsis laurina</em> 'Luscious' <em>(Luscious® T. L. DOW110)</em>.</td>
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**Small exotic trees - < 9 m in height**

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<tr>
<td><em>Arbutus canaenesis</em> <em>(Canary Madrone)</em></td>
<td>Small evergreen tree. Round headed canopy, 4-6 m x 7-9 m. Bold foliage to 15 cm long with large somewhat upright panicles of white bell-like flowers throughout the year. Bark is dark orange in most seasons, trunk is smooth and the bark is shed annually.</td>
<td>Prefers well-drained soil. Wind and heat tolerant.</td>
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<tr>
<td><em>Koelreuteria paniculata</em> (Golden Rain Tree)</td>
<td>Broadly ovate to rounded, 7-8 m x 7-8m. Branches ascending and spreading. Autumn colour is rich pinkish-gold in cooler regions and the new growth is purplish-red. Yellow flowers borne in open, upright panicles to 40 cm long at the end of branches, mid- to late summer.</td>
<td>Performs best in full sun. Good heat and moderate drought tolerance once established. Can be trained to a single trunk with pruning.</td>
</tr>
<tr>
<td><em>Lagerstroemia indica</em> var. <em>t. floribunda</em> var. (Indian Summer Crepe Myrtle varieties)</td>
<td>Form of trees can vary with variety 4-7 m x 4-6 m. Ornamental smooth, tan to cream bark. Oval leaves, good autumn colour. Panicles of flowers (colour varies dependant on variety).</td>
<td>Useful tree for urban landscapes. Transplant easily. Suitable for narrow sites. Will grow well in a variety of soils. Consider varieties ‘Stout’ (narrow form with pink flowers), ‘Tuscara’ (red-crimson flowers) and ‘Fantasia’ &amp; ‘Natchez’ (white flowers).</td>
</tr>
<tr>
<td><em>Malus ioensis</em> ‘Plena’ (Bechtel Crabapple)</td>
<td>Rounded tree with ascending branches, 6-8 m x 5-7 m. Double pink flowers in late spring. Good autumn foliage. Branches develop short sharp laterals.</td>
<td>Adaptable tree to varying soil conditions. Prefers acidic, well drained. Use high grafted grown trees.</td>
</tr>
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### Medium Australian native trees - 9-15 m in height

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<tr>
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</tr>
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<tbody>
<tr>
<td><em>Acacia binervia</em> (Coastal Myall)</td>
<td>Broad-domed tree 8-10 m x 8-10 m. Bluish-grey phyllodes. Yellow flower spikes in Spring. Dark, fissured bark.</td>
<td>Good for alkaline soils. Adaptable to a range of conditions. Good drought tolerance. Would require formative/structural pruning to attain desired form on a single trunk.</td>
</tr>
<tr>
<td><em>Acacia pendula</em> (Weeping Myall)</td>
<td>Narrow-domed, weeping tree 8-10 m x 4-6 m. Silvery linear foliage, inconspicuous flowers. Bark is rough and dark.</td>
<td>Will grow well in a variety of soils. Can vary in form. Requires formative pruning to single trunk. Should also investigate the use of Coastal Myall (<em>A. glaucescens</em>).</td>
</tr>
<tr>
<td><em>Agoxia flexuosa</em> (Willow Myrtle)</td>
<td>Rounded to broad tree to 10 m in height, with pendulous branchlets and linear foliage. White flowers in spring and summer. Bark dark brown and deeply furrowed.</td>
<td>Willow Myrtle grows particularly well in sandy soils along the coast. Tolerant of high pH soils. Requires formative pruning to single trunk.</td>
</tr>
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### 10.3 Tree Management Policy Review - Revised Tree Management Policy 2017

**Appendix 1**

### Revised Tree Management Policy 2017 - Council Meeting 28 August '17

<table>
<thead>
<tr>
<th>Species</th>
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<tr>
<td><em>Corymbia eximia</em> (Yellow Bloodwood)</td>
<td>Narrow domed tree. Fast growing; it can attain dimensions of 8-12 m high x 4-6 m. Dull bluish-green foliage. Bark is brown to yellow-brown, tessellated and soft with a rough and flaky texture. Profuse white-cream flowers appear from August to October.</td>
<td>Adaptable to a range of climatic conditions and soils, having a high tolerance to drought and waterlogged conditions, it can be affected by frosts when young. Requires low maintenance. Can also consider the smaller growing form <em>Corymbia eximia</em> 'Nama' - 7-8 m x 4-6 m.</td>
</tr>
<tr>
<td><em>Corymbia ficifolia</em> (Red-flowering Gum)</td>
<td>Dense rounded canopy, comprising dark green foliage. 6-10 m x 5-10 m. Rough brown bark. Red flowers, but can vary, in summer.</td>
<td>Prefers well-drained soils. High drought tolerance.</td>
</tr>
<tr>
<td><em>Corymbia maculata 'ST1' Lowanna</em> (Lowanna Spotted Gum)</td>
<td>Grafted tree 7-10 m x 5-7 m. A smaller, denser version of Spotted Gum. Cream/grey smooth trunk. Dark green foliage that forms a dense canopy. Clustered small white flowers.</td>
<td>Adaptable to a wide range of climatic conditions and soils. High drought tolerance.</td>
</tr>
<tr>
<td><em>Geijera parviflora</em> (Wilga)</td>
<td>Rounded, pendulous tree 7-10 m x 6-8 m. Tree has elegant, leathery, ovate foliage. Leaves and branches pendent. The flowers are white and strongly-scented.</td>
<td>Grows well in full sun or partial shade and in a variety of soil types, from clay to sand though prefers well drained sandy loams slightly alkaline to acidic.</td>
</tr>
<tr>
<td><em>Lophostemon confertus</em> (Queensland Brush Box)</td>
<td>Rounded to narrow-domed tree, 10-15 m x 6-10 m. Large glossy green leaves. Pink-brown bark. Cream flowers Spring.</td>
<td>Tolerates a wide range of soils. Prefers assured moisture in summer.</td>
</tr>
<tr>
<td><em>Melaleuca linarifolia</em> (Snow-in-summer)</td>
<td>Rounded tree, 6-10 m x 4-10 m. Dense canopy of fine foliage, papery bark, and prominent white flowers in summer.</td>
<td>Adaptable to a wide range of soil types. Commonly used in streets throughout City. Useful urban tree that is much maligned.</td>
</tr>
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### Medium exotic trees - 9-15 m in height

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<tbody>
<tr>
<td><em>Acer negundo</em> 'Sensation' (Sensation Box Eider Maple)</td>
<td>Rounded tree 8-10 m x 6-8 m. Pinnate leaves with red petioles. Reddish-brown tinge to new growth. Autumn colours Turn bright red, orange and yellow in Autumn.</td>
<td>Adaptable to a wide range of soil conditions, wet or dry. Moderate to good drought tolerance. Can be prone to sun-scorch on upper side of branches.</td>
</tr>
<tr>
<td>Species</td>
<td>Characteristics</td>
<td>Suitability / comments</td>
</tr>
<tr>
<td>---------</td>
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</tr>
<tr>
<td><em>Melia azedarach</em> (White Cedar)</td>
<td>Rounded to broad tree 6-10 m x 5-8 m. Glossy, bi-pinnate foliage. Purplish flowers followed by yellow berry.</td>
<td>Useful urban tree that adapts to most soils. Low fruiting varieties available (<em>Melia azedarach</em> 'Ellis').</td>
</tr>
<tr>
<td><em>Pistacia chinensis</em> (Chinese Pistachio)</td>
<td>Ascending branches forms rounded tree in time, 6-10 m x 5-8 m. Attractive pinnate foliage, red-orange in autumn. Dark grey bark.</td>
<td>Adapts to most soil textures. High tolerance of extended dry periods. Dioecious (male / female flower parts on different trees) and can vary in form and autumn foliage colour.</td>
</tr>
<tr>
<td><em>Pyrus calleryana</em> var. (Callery’s Pear varieties)</td>
<td>Form can vary dependent on variety used, heights range from 12 to 15m. Dark green, glossy foliage, good autumn colour. White flowers in spring. Dark brown fissured bark.</td>
<td>Excellent trees for all landscape uses. Will grow well in a variety of soils and restricted planting areas. Transplants easily. Best varieties: ‘Aristocrat’ - A broad selection. Needs formative pruning to develop structure. ‘Capital’ - Narrow, columnar selection. Suitable for commercial areas and narrow sites. ‘Chanticleer’ - Develops a pyramidal crown.</td>
</tr>
<tr>
<td><em>Pyrus nivalis</em> (Snow Pear)</td>
<td>Rounded tree 8-10 m x 6-8 m. Slightly glaucous foliage turning red-orange rust coloured in autumn. Small white flowers followed by small round fruits.</td>
<td>Adaptable to a wide range of soil conditions. Moderate to high drought tolerance.</td>
</tr>
</tbody>
</table>
### Large Australian native trees - >15 m in height

<table>
<thead>
<tr>
<th>Species</th>
<th>Characteristics</th>
<th>Suitability / comments</th>
</tr>
</thead>
<tbody>
<tr>
<td><em>Eucalyptus leucoxylon</em> (Yellow Gum)</td>
<td>Rounded tree 10-18 m x 7-15 m. Dense canopy. Whitish cream bark. Cream to red flowers.</td>
<td>Adaptable to a wide range of conditions and soils. Can also consider subspecies megalocarpa and grafted cultivar 'Scarlet'.</td>
</tr>
</tbody>
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### Large exotic trees - >15 m in height

<table>
<thead>
<tr>
<th>Species</th>
<th>Characteristics</th>
<th>Suitability / comments</th>
</tr>
</thead>
<tbody>
<tr>
<td><em>Fraxinus pennsylvanica</em> 'Cimnzan' (Cimmaron™ Green Ash)</td>
<td>Narrow domed tree 15-20 m x 8-10 m. Dense, lustrous foliage, and turns burgundy to red in autumn. Seedless variety. Attractive dark grey bark.</td>
<td>Adaptable to a wide range of conditions and soils. Transplants easily. Good urban landscape tolerances. Low maintenance tree with good branch structure.</td>
</tr>
<tr>
<td><em>Platanus orientalis</em> 'Autumn Glory' (Oriental Plane variety)</td>
<td>Pyramidal to broad tree, 15-18 m x 12-15 m. Smaller lobed “digitate” leaves turning bright gold in autumn, bark is flaking, and produces a mottled appearance.</td>
<td>Adaptable to a wide range of conditions and soils. Possibility not as drought tolerant as London Plane. Transplants easily. Responds well to heavy pruning and appears to show good resistance to powdery mildew and anthracnose.</td>
</tr>
<tr>
<td><em>Quercus ilex</em> (Holm Oak)</td>
<td>Broad-dorned tree, 15-20 m x 15-20 m. Grey-green, glossy holly-like leaves. Grey bark. Flowers inconspicuous.</td>
<td>Adaptable to a wide range of conditions, although can be slow. Good drought tolerance.</td>
</tr>
</tbody>
</table>
Ordinary Meeting of Council

28 August 2017

Agenda Item No: 10.4

RESPONSE TO NOTICE OF MOTION NO. 6/2016 - CR GLEDHILL - DRAFT MOORING POLICY FOR MORDIALLOC CREEK

Contact Officer: Nicholas Beck, Team Leader Property Services

Purpose of Report
The purpose of this report is to respond to Notice of Motion 6/2016 – Cr Gledhill regarding the implementation of the Mordialloc Creek Mooring Policy; the applicable fees; and the need for a Mooring Master. Furthermore this report seeks Council directive on the ongoing management of the creek.

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. Consult the community to seek feedback on Council’s Management of the Mordialloc Creek.
2. Consult the community on the Draft Mooring Policy at Appendix 1.
3. Consult the community on the proposed mooring fees as per Appendix 2.
4. Receive a further report to Council outlining the feedback from the community on these matters.

1. Executive Summary
Council officers have prepared a draft Mooring Management Policy in anticipation of consulting with creek stakeholders and the wider community and is intended to provide clarity to boat owners and creek users on rights and responsibilities by clearly articulating Councils role in the effective management of Moorings in the Mordialloc Creek.

In addition, the ongoing management of the creek environs via a supervisory role through resourcing of a Mooring Master has been explored in greater detail.

The draft policy has been discussed with both the Mordialloc Boating and Angling Club (MBAC) and the Mordialloc Motor Yacht Club (MMYC) who have provided feedback. Both clubs are supportive of a Mooring Policy to define the roles, responsibilities and operational matters; however they do not support an increase in mooring fees. Their feedback is detailed in the discussion section of this report. Mr Leon Pompei was invited to provide feedback and has declined to meet with officers.
In order to properly set a sustainable management model in place for the creek; officers have prepared a forward management plan for the required works to the creek environs to ensure it can continue to act as a mooring ground and as a valuable part of Mordialloc's unique maritime history. This work has revealed a significant financial commitment will be required over the next 20 years.

Officers believe it is appropriate for Council to consider its role in the ongoing management of the Mordialloc Creek prior to formally consulting on a Mooring Policy. The need for further consideration is derived of a number of factors:

- Waterway management / Maritime Safety;
- Regional Drainage Management;
- Non-Contiguous Land Management;
- Ratepayer Equity;
- Efficient and Effective Governance; and
- Protection and Enhancement of Maritime History.

This report canvases these topics for Councillor consideration and comment. Further to the above, summaries of discussions held with each of the clubs has been provided within the background section of this report.

As a result of discussions, both internally and with stakeholders of the creek, officers have made various revisions to the draft policy in order to strengthen the framework and respond to the guidance provided by stakeholders to date.

2. **Background**

At the Ordinary Meeting of Council on 29 March 2016, Council resolved as follows:

**12.4 Notice of Motion No. 6/2016 - Cr Gledhill - Draft Mooring Policy for Mordialloc Creek**

Moved: Cr Gledhill    Seconded: Cr Ronke

1. That officers prepare a draft mooring policy for Mordialloc Creek which will provide clear and unambiguous direction to boat owners and creek users as to their rights and responsibilities and clearly explain the roles for which Council is responsible. The policy also provides advice relating to all applicable fees and charges.

2. That as part of the policy development officers should assess the need for a harbour master or similar. Further, that advice as to how such a role may be funded would also be required.

CARRIED

In response to the Notice of Motion a report was presented to Council at the Ordinary Meeting of Council on 26 June 2017. The report was deferred to the July Ordinary Meeting on the basis that officers would meet with MMYC, MBAC and Leon Pompei to discuss the report and policy in more detail prior to re-presenting. These meetings were unable to be held within the timeframe required for the July meeting, hence presentation at this time. A summary of the meetings is presented detailing the concerns raised by the stakeholders.
Current Creek Background

City of Kingston and previously the City of Mordialloc managed the moorings along Mordialloc Creek as Committee of Management on behalf of the State Government between the mouth of the creek and the Nepean Hwy Bridge (A section) and informally for the section between the Nepean Hwy Bridge and the Rail Bridge (B section). The Moorings provide a benefit to the private boat owners, local clubs, hire boat companies and the general public who use the creek and moorings to access Port Phillip Bay.

There is currently no appointed waterway manager gazetted by the State Government for the Mordialloc Creek and therefore any water based activity requiring licences within the navigable channel are the responsibility of Transport Safety Victoria and Parks Victoria as the responsible waterway manager.

There are 149 private mooring holders currently paying Council an annual permit fee of between $865 and $1,635 each for a mooring site, which enables their boat to be moored to a nominated mooring pile either side of Pompei Bridge along Mordialloc Creek. There are also mooring permits currently issued for hire boat business’s which are licensed by the metre at an annual fee of between $54/m and $136/m dependant on locational attributes.

Currently Council has two waiting lists commonly known as the ‘B-Section’ and ‘A-Section’. Currently the waitlist for A Section is approximately 12 years, whilst the waiting list for B Section is approximately 7 years. As mentioned earlier in this report, Council is not COM over B Section and has since ceased collecting fees, transferring and assigning moorings.

The new policy proposes to introduce a new waiting list to be known as the ‘Historical Waiting List’ which will assist in retaining the historical character of the creek by allowing owners of such boats the ability to bypass the other waiting list.

Council has no Mooring Master in attendance at the creek and relies upon the clubs and their members for much of the day-to-day information required to manage the moorings. Council’s Property Services team currently manages and administers all transfers, waiting lists and maintenance requests.

The 149 moorings on the creek are either licensed or permitted to occupy via a permit, issued to individuals and businesses under conditions which are currently ambiguous and difficult to enforce. Council officers wish to change the current permit system to a licence. The changeover will allow Council greater control and the ability to impose the policy conditions. There are a number of different categories of users on the water as set out below:

Private Moorings

Currently a permit holder can sell a boat and transfer their mooring permit to the purchaser, thereby preventing the mooring from being reallocated by Council to an individual on the waiting list. It is officers’ view that this system is not equitable and allows current permit holders to effectively trade in the mooring permit by selling otherwise worthless vessels. Officers understand that mooring permits sell for between $3,000 and $10,000 each.
Clubs allocating Moorings to members
The ‘Mordialloc Sailing Club’, The ‘Mordialloc Boating and Angling Club’ and The ‘Mordialloc Motor Yacht Club’ occupy Council controlled buildings and licenced areas around the creek. The clubs have an historic (informal) arrangement with Council which enables the Club committees to manage the allocation of a fixed number of moorings to their members in accordance with the club’s rules. Council issues permits and charges fees directly to their club members for the use of allocated moorings. Importantly the club prohibits the ‘trade’ in permits by requiring vessels that are sold to leave their mooring. The association of moorings by the club has worked well and the continued availability of the moorings to club members is essential for the ongoing viability of the club’s.

Maritime Industry
There are a number of fishing boat permit holders who utilise Commercial moorings along the creek and a boat building/maintenance business which uses several jetties. In more recent years demand for commercial moorings has significantly decreased with the cessation of commercial fishing in Port Phillip Bay.

Commercial and Recreational / Hire
Moorings are currently allocated to Blueys, Pompei Marine and Allnuts for commercial uses on the creek. ‘Blueys Boat Hire’ operates jetties under licence from Council and actively hire boats. Boat hire operator Allnuts has a hire boat allocation although currently does not have a hire boat business trading.

Summaries of discussions with creek stakeholders

Mordialloc Motor Yacht Club (MMYC)
On July 18 Council officers attended the MMYC monthly committee meeting on Lambert Island to discuss and answer questions regarding report presented to Council in June 2017. The discussions centred around the proposed fee increases and the perceived detrimental effect these increases would have on club members and more broadly the entire club. Below is a brief dot point summary of other points raised during the meeting:

- No part policy adoption; wait until COM is received for B Section.
- Addition of a Maintenance section to the policy.
- Further commentary in the policy relating to Clubs allocating moorings.
- Licence Bonds may affect new members joining.
- Advice that the creek is not a marina.
- Fee increases are not reasonable.
- The club does not support any fee increase.

The club raised on several occasions that the fee increase would detrimentally effect the clubs ability to attract and retain members. The clubs position was that a majority of club boats range in value between $5,000 and $20,000 in which the new proposed fees could represent 50% of the boats value. Officers did point out that the cost to maintain is far in excess of the fee’s collected, however a comparison was drawn by the club between the subsidy’s provided to the creek and the subsidy’s provided to the Football Clubs towards building and ground maintenance.

Mordialloc Boating & Angling Club (MBAC)
Council officers met with the Club President, Mr David Flew, and Club Treasurer/Secretary, Mr Andy Stewart on Thursday 20 July 2017, at Council offices to accept written and verbal feedback relating to the Policy and June Council report.
MBAC shared much of the views expressed by MMYC, they believed the fee increase of 40% was not sustainable by the current club members as most of their members were either semi-retired or pensioners who simply couldn’t absorb a mooring fee increase of this magnitude, nor did they think that the Council’s management of the creek warranted any fee increase as the service, security, and overall condition was not up to an acceptable standard.

The club provided a written submission which included feedback and proposed amendments to improve the readability and enhance the technical wording behind various boating terms. This feedback has been accepted by officers and appropriate changes to the draft policy made on the back of it. Importantly the club raised serious concerns for the effective management of the creek if council did not control B section. From their perspective “B” sections represents the majority of their members and if the policy does not apply to that park of the creek and management is split there will be no resolution to their concerns.

Leon Pompei
An offer to meet was made to Mr Pompei for the purpose of discussing and accepting any feedback he may have regarding the June report and Mooring Policy. Initially the offer was rejected and then consequently accepted. To date no meeting has eventuated.

Allnut Family
Officers met with Peter and Marcus Allnut in November 2016 to discuss the policy where in general the Allnut’s are supportive of the Policy and what it seeks to achieve. They also provided positive feedback regarding the historical register and its intent to protect the Creek heritage.

The Allnuts also provided positive feedback regarding the addition of compulsory insurance and in particular were interested in the Mooring Master role, as anecdotally officers are aware that Allnuts perform this role already.

Finally, the Allnuts made mention that they believed the introduction of visitor or short term moorings would be a good idea.

Blueys
David Thompson from Blueys Boat Hire met with officers in late 2016 to discuss the policy. The feedback was positive and discussions around a Mooring Master was of particular interest as Mr Thompson advised that Bluey’s already has a boat that could support the logistics of such a role.

3. Discussion

3.1 Council Plan Alignment
Goal 1 - Facilities and Assets that are Well Used and Effectively Managed
Outcome 1.1 - Assets are managed and used to meet the needs and provide for current and future generations

The licensing of private moorings under a management policy is an equitable and professional means to enable Council to allocate and maintain moorings along Mordialloc Creek. By specifically removing the ability for permit/licence holders to sell the mooring, the community will have greater opportunity to accessing a mooring.
3.2 Consultation/Internal Review
Officers have provided draft versions of the Policy to each of the key stakeholders on the creek giving each of them the opportunity to provide feedback, specifically, Officers have met with Blueys, Allnuts, Mordialloc Boating and Angling and Mordialloc Motor Yacht Club to discuss the policy in more depth.

A majority of the feedback has been positive, however the President of the Mordialloc Boating and Angling Club, advised that he didn’t agree with the stopping of assignment of permits, meaning he believed Council should continue to allow permit holders the ability to assign their permits when sold. This view is the direct opposite of what the draft policy is aiming to achieve and also minimises Council’s ability to achieve one of its goals of greater use of Council assets. Upon exploring this it was evident that there was a desire to maintain the history of timber and historical fishing vessels on the creek in preference to modern fiberglass boats. This has led to the creation of a ‘Historical Boat Register’ that enables such vessels to be transferred with a mooring, thus ensuring their continued presence in the creek. This is supported by the Mordialloc Boating and Angling Club.

As a result of Council deferring consideration of the report at the June Ordinary Council meeting further consultation was held with the Mordialloc Boating and Angling Club as well as the Mordialloc Motor Yacht Club. Both clubs expressed concern mainly around the increase in Mooring Fee’s that was proposed in the previous report. A more detailed summary of the meetings is listed in section 2.2 of this report.

As part of Council Officers recommended options in the below section, further consultation will be undertaken as draft versions of the policy will be mailed to all current permit holders inviting feedback.

Waterway management / Maritime Safety
There is currently no appointed waterway manager gazetted by the State Government for the Mordialloc Creek and therefore any water based activity requiring licences within the navigable channel are by default, the responsibility of Transport Safety Victoria and Parks Victoria as the responsible waterway manager.

It is officer’s view that the management of the Waterway should continue to be undertaken by Parks Victoria under their powers with a service agreement between Parks Victoria and Council to be negotiated if Council were to continue to manage the moorings on the Creek.

Regional Drainage Management
Historically, Mordialloc Creek has been used to transfer storm water to Port Phillip Bay. The importance of this topic is that the creek performs more than just a recreational function with asset deterioration being contributed to by the drainage and transfer of storm water, particularly as a result silt up.

The majority of the costs identified in the forward management plan are directly related to dredging. This is a cost that should, in Officers opinion be met by the regional drainage authority and Parks Victoria to ensure that the creek continues to operate as a regional drainage asset and also that public boating can continue to access Port Phillip Bay from the Governor Rd boat ramp.
Rate Payer Equity
Subsidy levels have been raised as a topic of discussion by the clubs, the question of such has been compared between the Creek infrastructure and that of a football club. Officers have discussed this topic at great depth internally and believe that it is best to review the Rate Payer Equity in solitude of what is offered to other recreational user groups due to the extreme differences between the two.

As a result of the previous report’s recommendations regarding fee increases and the consequential feedback received from MBAC and MMYC as set out above, Officers sought to approach this topic from a subsidy perspective rather than a cost recovery method. To illustrate the forecast costs of maintaining the creek to a level suitable for boating and mooring use, officers have used the previous 10 years of expenses indexed at 3% per annum to today’s value, then spread these costs over the next 20 years escalated at 3% to account for inflation. For the purpose of clarity and presenting a balanced view, officers have also included the current income that could reasonably be expected in two circumstances, being the current mooring fee income and the previously proposed increase from the June Ordinary meeting report.

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<tr>
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<tr>
<td>Income 2017/18</td>
<td>$298,852</td>
<td>$457,000</td>
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<tr>
<td>Total Income</td>
<td>$8,050,000</td>
<td>$12,275,000</td>
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<tr>
<td>Total Expense</td>
<td>$34,850,000</td>
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<tr>
<td>Profit / Loss</td>
<td>-$26,800,000</td>
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<tr>
<td>Net annual cost to</td>
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For more detail relating to the above cost forecast and subsidy level, please refer to (attachment 4) excel spread sheet for the full cash flow.

Officers have also explored the breakup of Kingston residents vs Non Kingston residents who hold mooring permits. For the basis of this comparison, we have reviewed the entire A & B section mooring list dividing each mooring holder into 2 lists based on their mailing addresses listed on their mooring account. The results indicated a spread of 35% non-Kingston residents and 65% Kingston residents.

Rather than comparing Mooring subsidies to football fields, Officers have drawn comparison to the Kingston Boatshead and Bathing Box Policy which restricts ownership to Kingston residents only, keeping the acquisition costs low in comparison to other municipalities with Boatshead and Bathing Boxes. This may be an option to increase Kingston resident participation if management of the creek were retained.

In the process of completing further analysis of all variables and functions relating to the creek, Officers have also discussed internally at length whether or not the management of a creek with such little support from the State is Councils’ core business. The key question to consider is whether or not subsidising the activities that take place on the creek, by in excess of $1million a year, for the benefit of a large portion of users who aren’t residents of the municipality. This is a question officers believe is best discussed and further direction provided by Councillors.
Efficient and Effective Governance
The Property Services department took over control of the Moorings on the creek from Local Laws in 2008, with the original intent to provide administration support only. This support was to manage a register of permit holders, organise transfers and collect mooring fees on a yearly basis, however this role has increased over the years to include advocating for creek maintenance, inspecting the creek moorings amongst other jobs.

Council has always been restricted in its ability to effectively manage the creek as no statutory powers exist to remove boats or take any management actions over the water. These powers are held by the “Waterway Manager” which in this case is Parks Victoria. It is officers view that a service agreement would need to be agreed to with Parks Victoria as the waterway manager to assist with specific waterway requests for council to manage the creek moorings effectively.

Currently officers rely on assistance from businesses on the Creek to assist with day to day operations and call in Parks Victoria where statutory powers are required such as the removal of vessels. Given that Parks Victoria is the Waterway Manager, efficiencies and effectiveness may be enhanced by Council handing control of the A section Moorings to them, thus avoiding duplication of effort.

Protection and Enhancement of Maritime History
If the scenario were to be adopted by Council that A Section is ceded to DELWP, Council would effectively lose control on how the Creek is managed and more importantly maintained. Possible future outcomes exist where the state deems the creek to be so costly in comparison to the social and environmental returns that it refrains from sufficient dredging. A result of this will be a significant decrease in usage and potential loss in Maritime history as boats move out of the creek.

Officers believe the above scenario would be detrimental to the village feel Mordialloc provides and damaging to the local economy with potential job loss and a reduction in tourism generated by the creek.

Council as the responsible planning authority is able to influence built form to protect its heritage values and as a local government advocate to the state to protect the creek environs irrespective of its land management role.

Draft Policy
The draft Policy sets out key principles to ensure an equitable allocation of moorings whilst still protecting the heritage character of the creek through a new waiting list that is proposed to be known as the ‘Heritage Waiting List’. Other key changes to the Policy are set out below:

- Permit/Licence holders will not be allowed to sell the right to occupy a mooring, the new policy requires the permit/licence holder to relinquish the mooring to Council for reallocation; and
- All mooring holders will be required to have insurance and registration if required.

Major Changes to the Policy
- Assigning of Permits/Licences will no longer be allowed;
- All Boats in the Creek will now require Insurance and Registration(if required);
- All Mooring holders will change from a permit to a licence;
- The introduction for all new moorings of a $500 bond per mooring; and
- The introduction of a ‘Historical Boat Register’.
Mooring Fees
 Officers have undertaken a benchmarking exercise of private mooring fees throughout the immediate district and attached a table to this report for Council reference. The cost of a private mooring ranges from $3,600 to $6,500 per annum for land access moorings in comparable locations.

Officers recommend increasing private mooring fees within A Section of the creek from $1,635 to $2,500 representing a 53% change. In order to remove ambiguity as to why this increase is being recommended, officers have proposed the increase based on comparable mooring fees and not as a measure to minimise the maintenance costs incurred by Council.

Mooring Master
 There is currently no individual mooring master onsite to deal with day-to-day issues which often arise e.g. a boat breaks from its mooring or sinks. After consulting several stakeholders on the creek it has become apparent for the need of such a role. Advice was received that stakeholders along the creek are currently performing a diluted version of the role on an unofficial basis lending assistance when required. Officers believe this role would alleviate a large portion of the issues that do arise by specifically taking action earlier.

Options for filling this role are to resource staff internally or outsource the role via an expression of interest campaign. The role is anticipated to require approximately 20 hours a week in the peak season and 5 hours a week in the off season, calculating an increase in EFT of 0.2, or alternately 1 day per week.

Council are not able to employ a ‘Harbour Master’ as this is a role under the Marine Safety Act however Council can employ a ‘Mooring Master’. Officers are of the opinion that the position is required and warranted in order to increase the quality of service provided to the key stakeholders. Council officers believe this function would be best provided by resourcing an additional 1 day per week (0.2 EFT) to effectively manage the moorings.

4. Options

Management of the Creek Moorings
Options:
1. That Council authorises officers to seek management of the B-Section part of Mordialloc Creek with DELWP.
2. That Council authorises officers to cede management of the A-Section part of Mordialloc Creek to DELWP.
3. That Council does nothing and retains A-Section.

4.1 Mooring Management Policy
Options:
1. That Council adopts the Draft Mooring Management Policy and authorises officers to consult the community and provide feedback to Council; or
2. That Council does not adopt the Draft Mooring Management Policy.
4.2 Mooring Master
Options:
1. That Council approves the Mooring Master position to be filled by a Council staff member;
2. That Council approves the Mooring Master position to be filled by an external contractor; or
3. That Council does not approve the Mooring Master position.

4.3 Mooring Fees
Options:
1. Increase mooring fees for 2017/2018 financial year to $2,500; or
2. Do not increase mooring fees.

5. Conclusion

5.1 Environmental Implications
If Council were to refrain from seeking management of B Section or cede management of A Section to DELWP, officers believe that there is a possibility that Parks Victoria may accepting management of the moorings however the maintenance of the creek may deteriorate without the on-going dredging requirements. This would decrease the use of the creek and potentially cause adverse environmental impacts with increased silt levels.

5.2 Social Implications
By adopting this policy, a larger portion of the creek community will have the opportunity to use the creek including the moorings. By employing a Mooring Master, Council will increase the quality of management of the creek which in turn provides a safer environment.

5.3 Resource Implications
A multitude of parties informally perform the role that is envisaged to be the ‘Mooring Masters’ responsibilities, however by internalising the role increased resource requirements will be absorbed appropriately.

5.4 Legal / Risk Implications
Nil.

Appendices

Appendix 1 - Draft Mordialloc Creek Mooring Management Policy 2017 (Trim No 17/135147) ❄️
Appendix 2 - Mooring Fees Benchmarking Victoria 2016/17 (Trim No 17/8782) ❄️
Appendix 3 - 1931 Victorian Government Gazette Committee of Management Mordialloc Creek (Trim No 15/35214) ❄️
Appendix 4 - Mordialloc Creek Infrastructure Cashflow (Trim No 17/135155) ❄️

Author/s: Nicholas Beck, Team Leader Property Services
Reviewed and Approved By: Julian Harvey, Manager Property, Arts and Leisure Services
Daniel Freer, General Manager City Assets and Environment
10.4

RESPONSE TO NOTICE OF MOTION NO. 6/2016 - CR GLEDHILL - DRAFT MOORING POLICY FOR MORDIALLOC CREEK

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<td>REVIEW</td>
<td>August 2021</td>
</tr>
<tr>
<td>RESPONSIBLE EXECUTIVE</td>
<td>General Manager City Assets and Infrastructure</td>
</tr>
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<td>POLICY OWNER</td>
<td>Manager Property Arts and Leisure Services</td>
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Appendix 1

10.4 Response to Notice of Motion No. 6/2016 - Cr Gledhill - Draft Mooring Policy for Mordialloc Creek - Draft

Mordialloc Creek Mooring Management Policy 2017

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1. **Aim of the Policy**

Council’s aim is to provide guidance for the management and allocation of moorings within Mordialloc Creek. To conserve, protect and improve the creek environs as a highly valued historic maritime precinct.

2. **Scope**

This policy applies to all boat moorings within the Mordialloc Creek under the Committee of Management or control of the City of Kingston as identified in the attached plan.

Kingston City Council, as the Crown’s appointed Committee of Management, has effective control and responsibility for part of the management of Mordialloc Creek. This includes responsibility for allocation of moorings and collection of fees and monitoring use of creek by boat users.

Historically Council has maintained those moorings immediately North West (A Section) of the Nepean Highway Bridge.

3. **Objectives**

Council’s objectives include the following:

- To represent the character of Mordialloc as a local port offering recreational and commercial activities to the community.
- To provide affordable moorings to the community.
- To allow key activities including: recreational boating, boat hire and repair, commercial fishing and mooring.
- To provide a maritime environment which offers residents and visitors a unique destination.
- To provide for the retention and increase of historical and classic timber boats within the creek including but not limited to the historical nature of Pompeii built boats.

4. **Policy Statement**

Council is committed to securing and enhancing the maritime heritage of the Mordialloc Creek as a recreational and commercial boat harbour. This will be achieved by effective operational management of moorings and the implementation of sound Asset Management Principles.

5. **Responsible Executive**

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

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 Property Arts and Leisure Services**. This position can be contacted for assistance and information about this policy.
7. Related Documents

The following acts, regulations and key authorities must be considered in association with this policy.

<table>
<thead>
<tr>
<th>Land Controls</th>
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<tr>
<td>Crown Land (Reserves) Act 1978</td>
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<tr>
<td>Port Management Act 1958</td>
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<tr>
<td>Pollution of Waters by Oil and Noxious Substances Act 1986</td>
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<tr>
<td>Coastal Management Act 1995</td>
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<table>
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<tr>
<th>General Controls</th>
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<tr>
<td>Environment Protection Authority (EPA)</td>
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<tr>
<td>Local Government Act 1989</td>
</tr>
<tr>
<td>Water Police</td>
</tr>
</tbody>
</table>

This policy references the following internal documents:

a) City of Kingston Mordialloc Creek Mooring Licence
b) City of Kingston Terms and Conditions – Mordialloc Creek Moorings
c) City of Kingston User Fees & Charges

8. Delegation Authority

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

- Local Government Act 1989
- Crown Land (Reserves) Act 1978

9. Council Mooring Licence Principles

9.1 General

- A Licence or permit gives the licensee, who is a registered owner of a boat, the right to moor that boat within an allocated mooring in Mordialloc creek which without the Licence would be unlawful.
- A Licence is personal and does not create a proprietary interest or right to exclusive possession of the Mooring.
- A Licence cannot be assigned, sold or otherwise transferred.
- A Licence terminates where the owner ceases to own or control the boat.

9.2 Mooring Licence Conditions

A Mooring Licence may be allocated by Council or its representative to each mooring. The Licence will be for a maximum five year period. The Licences will be reissued to the Licensee, subject to continued compliance with the licence and Councils Terms & Conditions.
The Licence agreement is a binding document between Council, and the licensee.

A Private Mooring Licence:

a) Is personal to the holder of the licence and cannot be transferred to another party.
   - In the event of a death or very serious illness of a Mooring Licence holder, Kingston will consider an assignment of licence on a case by case basis to a beneficiary. Council will allow 12 months from the date of death to make an application for the assignment, if no application is received the mooring will be reallocated to the appropriate waiting list.
   - All applications should contain a letter from the executor of the estate stating entitlement to the mooring. The application should also contain a statement from the applicant stating why the assignment should occur.
   - Applications will be considered on a case by case basis and will be at the sole discretion of Council.

b) Cannot be lent or otherwise shared with another person.

c) Is for the named vessel specified by its registration, type and length on the application form completed by the holder of the licence.

d) When relinquished, will be allocated to the appropriate waiting list in accordance with this policy.

9.3 Limited Direct Transfer Provisions

a) Deceased Estate (refer to section 9.2(a))

b) Historical Boat Register (refer to section 11)

9.4 Boat Registration

All boats moored in Mordialloc Creek must be seaworthy and must also be registered if the boat uses (or is capable of using) an engine for propulsion.

9.5 Boat Insurance

All boats moored in Mordialloc Creek must have a valid comprehensive insurance policy. Failure to provide a copy of this policy may result in the termination of a licence. Refer to section 12 of this report for more information.

10. Allocation

All individuals shall not be allocated more than one mooring. This does not apply to designated commercial moorings.

Mooring Licence’s will not be transferred to purchasers of boats and/or private mooring tackle.

Licence holders are permitted to replace their boat with a boat suited to the mooring. Licence holders must submit details of a proposed new boat prior to mooring any new vessel. Licence holders are required to check the length, beam and draft of proposed new / replacement boats do not exceed the limits of the mooring. In the event a boat exceeds the limits the boat will not be permitted and the licence will be terminated.
11. Waiting Lists

Council maintains waiting lists for those moorings under the control of Council. Moorings are allocated on a next available basis to suitable vessels.

One of Council’s objectives is to protect the character of the creek, its heritage and style of boats. As a result, Council has introduced a ‘Historical Boat Register’ waiting list to in addition to the list known as ‘A section list’.

The ‘Historical Boat Register’ is as the name suggests, a list for approved heritage boats. Vessels on this list will be offered an available mooring prior to the A section lists in order to provide preference to Heritage boats to protect and enhance the character of Mordialloc Creek.

Admission to the Historical Boat Register will be considered following the completion and submission of a written application which includes the requirement to provide supporting documents including a statement of historical significance from a recognized boating organization and confirmation of the applicant’s membership of that organization.

12. Insurance

Licence holders are required to hold Public Liability insurance indemnifying Council (minimum $20M but higher limits may be required for higher risk activities) and a comprehensive insurance policy as stipulated in section 9.5 of this policy. Prospective Licence holders will be required to provide a Certificate of Currency for such insurances to Council prior to the issue of the Licence and will be required to provide proof of continuance of that insurance on yearly basis due within 14 days of the annual mooring fees due date.

Council acts as Committee of Management for Mordialloc Creek and bears no liability or responsibility for damage to any vessels moored at the creek, regardless of circumstances.

13. Standard Conditions for Licences

The following standard conditions will apply to all Mooring licences:

City of Kingston Terms and Conditions – Mordialloc Creek Moorings

As given to each licensee upon entering into a licence or as amended from time to time and published on the City of Kingston website.

14. Termination of Licence

The Licence may be terminated in the following circumstances:

a) if any fees owing remain in arrears for 28 days;

b) if any insurance the holder is required to have is cancelled or if the holder fails to provide proof of that insurance to Council within 14 days of payment of the annual mooring fees;

c) if the Licensee breaches any condition of the Licence or published Mordialloc Creek Terms and Conditions.
if the Licensee commits an act of bankruptcy or, being a corporation, has receivers appointed; or

d) If the Licensee commits an unlawful act or breaches requirements of any other relevant Authority.

e) If a Mooring is vacant for more than six months.

f) The vessel is un-seaworthy

g) The vessel is unregistered (and is required to be registered to operate in Victorian waters.)

Council reserves the right to terminate any Licence at any time for management reasons including, but not limited to, environmental protection, public safety, changes in policy and/or legislation or if Council determines that another use requires the land for any period.

If a Licence is terminated or suspended by Council for reasons, then Council shall reimburse the Licence fee on a pro-rata basis.

Council shall not be responsible for loss to a licensee arising from the temporary or permanent closure (or access) of the licensed area or for any losses incurred arising from the termination of a mooring licence.

15. Auditing

Council will conduct regular audits of all moorings. These audits will focus on:

- Boat registration
- Damage/Condition of Mooring structures such as poles or wharf etc.
- Current Insurance
- No discharge of waste into the creek
- Pollution of waters by oil, noxious substances and waste emanating from vessels
- Identifying Boats that are not adequately maintained in a neat, tidy, safe and seaworthy condition.
- Identifying Boats that are not adequately secured with quality ropes and fittings.
- Identify unapproved fittings or structures placed on the wharf or poles.

16. Licence Fees

a) An Annual Licence fee shall be paid for annually in advance (or pro rata in advance if issued during the financial year). The Licence fee and any associated charges for each category of mooring shall be set out in Council’s ‘User Fees and Charges’.

b) An Administration Fee is required to be paid to Council if a Licensee wishes to change the registered vessel noted on the Licence from one registration number to another.

c) The fees are reviewed annually in the Council Budget and are published on the City of Kingston website.
d) A Security deposit of $500 is to be paid at the start of the licence period for due and proper performance and compliance with the terms of the licence. This amount is payable in addition to the annual fee. The deposit will be refundable upon licence relinquishment or completion of the licence term provided that all terms of the licence and Council's standard terms and conditions are complied with. The deposit will be fully refunded to the licensee at the end of the licence term provided no money is owed for damages or other costs.

e) Council will ‘Grandfather’ the ‘Security Deposit’ in, requiring all new licence holders from the adoption of this policy to pay the ‘Security Deposit’.

17. Transition/Translation arrangements

Policy commencement date is TBA.

18. Review

This Policy is to be reviewed by TBA.
Appendix 1

10.4 Response to Notice of Motion No. 6/2016 - C. Gledhill

- Draft Mooring Policy for Mordialloc Creek
- Draft Mordialloc Creek Mooring Management Policy 2017

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19. Attachments
### MOORING FEES & CHARGES 2017

<table>
<thead>
<tr>
<th>Type</th>
<th>Western Port Marina (Healesville)</th>
<th>Yarrago Boat Harbour (Somerville)</th>
<th>Anchorage Marina (Williamstown)</th>
<th>Mornington Yacht Club</th>
<th>Patterson Lakes Marina</th>
<th>Sandringham Yacht Club</th>
<th>St Kilda Yacht Club</th>
<th>Royal Brighton Yacht Club</th>
<th>Blairgowrie Yacht Club</th>
<th>Royal Geelong Yacht Club</th>
<th>Royal Victorian Motor Yacht Club</th>
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<th>Payneville Marina</th>
<th>Lakes Entrance Harbour</th>
<th>Geelong City Cataka Moorings</th>
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<tr>
<td>LOW</td>
<td>7.5m - 8.8m</td>
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<td>8m - 20m</td>
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Appendix 3

10.4 Response to Notice of Motion No. 6/2016 - Cr Gledhill - Draft Mooring Policy for Mordialloc Creek - 1931

Victorian Government Gazette Committee of Management Mordialloc Creek

Zone 3
Mordialloc Creek (Attachment 24)

~ 1881 - The bed and banks of Mordialloc Creek, together with the property of the State within 30.16 metres, was permanently reserved for public purposes - Government Gazette 1881 page 596 and 1899 (Attachment 24)

~ 1931 - The City of Mordialloc was appointed as the committee of management for areas in the parish of Mordialloc and Lynmouth, coloured red on plan 15/23/31 - Government Gazette 1931 page 685 (Attachment 22 and 23)

Although this plan shows a straight cut, now referred to as Crown Allotment 2019 and P973481 (Attachment 24), which created an island, the straight cut remains part of the 1891 reservation for which the City of Mordialloc had been appointed the committee of management in 1926.

Therefore, the City of Kingston is the committee of management over the waters of Mordialloc Creek downstream from the railway bridge to the high water mark as shown on 15/23/31 (Attachment 22).

Victorian Gazette

COMMITTEE OF MANAGEMENT OF RESERVES.

Statement:

We hereby file our fourth report for the year 1880 of the Committee of Management of the freehold land reserved on our behalf by the Government of Victoria, pursuant to the Land Act 1855, for the purposes of recreation, as a Committee of Management of any specified Crown and reserved either imperially or permanently for any of the purposes set out in section 31 of the said Act 1855, and not approved by or acting on the request of the Board of Criminal and Civil Appeals, as a Committee of Management of the lands reserved on our behalf by the Governor.

RECOMMENDATION, AND ORDER PURSUING THEREOF. RESOLVED,

That this Committee be authorised to carry out the recommendations in the Report of the Committee of Management of Mordialloc Creek, dated 1880, as a Committee of Management of the lands reserved for the purposes of recreation in the Parish of Mordialloc.

RESOLVED FOR Mordialloc Creek

The Committee of the City of Mordialloc, as a Committee of Management of the lands temporarily reserved by Order in Council of 13th December, 1880, as a site for the erection of a garrison, for the purposes of the Crown in the Parish of Mordialloc.

A COURIER DESK IN THE PARISH OF MORDIALLOC CREEK

The Committee of the City of Mordialloc, as a Committee of Management of the lands temporarily reserved by Order in Council of 13th December, 1880, as a site for the erection of a garrison, for the purposes of the Crown in the Parish of Mordialloc.

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Appendix 3

10.4 Response to Notice of Motion No. 6/2016 - Cr Gledhill - Draft Mooring Policy for Mordialloc Creek - 1931

Victorian Government Gazette Committee of Management Mordialloc Creek
## Mordialloc Creek Infrastructure Cashflow

### 10.4 Response to Notice of Motion No. 6/2016

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<td>$61,455,530</td>
<td>$66,018,640</td>
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### Income

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Ordinary Meeting of Council

28 August 2017

Agenda Item No: 10.5

TENDER EVALUATION FOR DALES PARK NETBALL COURTS

Contact Officer: Tim Scott, Senior Engineer
Michael Haley, Recreation Planning & Projects Coordinator

Purpose of Report
This report seeks Council's approval to accept tenders for Contract No.17/75 – Dales Park Oakleigh South – Netball Court Construction. It is proposed that Contek Construction Pty Ltd be accepted as the preferred tenderer for this contract based on its submitted tender of $1,111,123.00 ex GST.

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 No.17/75 Dales Park, Oakleigh South - Netball Courts Construction on a Lump Sum basis to Contek Construction Pty Ltd for the tendered price of $1,111,123 (ex GST);
2. Approve a Contingency Allowance of 10% being $111,112 (excluding GST) to fund unexpected financial variations and delegate authority to the CEO or delegate to expend this allowance on the project if required.

1. Executive Summary
This report is seeking Council approval to award Contract 17/75 to Contek Construction Pty Ltd for a lump sum price of $1,111,123.00 for the construction of an eight new netball courts and associated infrastructure at Dales Park, Moorabbin. These works will be welcomed by the 1,500 members from the Kingston and District Netball Association.

Contek Construction Pty Ltd tender price is below the Council estimate of $1.6M prepared both by the external designer and Quantity Surveyors. We understand that this is due to the state of the civil construction tendering market which is experiencing volatility in pricing. As the recommended tenderer has passed financial viability checks and has extensive history in the construction and sporting facility industry, the submitted tender price is deemed to be the current market rate for successfully delivering the works covered by this contract specification.

This contract will be funded from Council’s 2017/18 budget that has an allocation of $2,402,592 to implement the Dales Park Development Plan, including the construction of a new car park area and upgrade to the access driveway.
2. **Background**

The existing netball court facility at Dales Park was constructed in the early 1980’s with 8 asphalt courts with basic facilities. Since that time, the netball club has expanded to involve 1,500 participants of all ages. The site had a development plan prepared in 2013 which identified that the courts required orienting in a north-south direction, that existing infrastructure was in poor condition and that car parking was a major issue.

The proposed works include the provision of 8 new netball courts with associated player amenities included such as sporting pavements, player shelters, sports lighting, perimeter fencing and connective paths.

The Dales Park carpark and access road will be reconstructed at a similar time by separate contract No.17/76. The carpark contract involves the construction of 135 car parking spaces and a new access road with drainage. The drainage will alleviate on-going minor flooding at the rear of Louisa Court properties.

The works are being staged in parallel due to time constraints; however both contracts have allowances for managing access and deliveries to the site.

3. **Discussion**

3.1 **Council Plan Alignment**

Goal 2 - Our sustainable green environment with accessible open spaces

Direction 2.5 - Provide for a variety of sport and recreation opportunities across Kingston through the Sport and Leisure Strategy

The reconstruction of the netball court and development of additional car parking are strategic recommendations from the Dales Park Development Plan that was adopted by Council after significant consultation with the community.

3.2 **Consultation/Internal Review**

The project concept covered by Contract 17/75 was driven by community input and feedback during the 2012 Dales Park Development Plan process and more recently by a signed MOU with the Netball Association. The surrounding residents were consulted widely as part of this process and have also been advised of upcoming works at the site. A final information bulletin will be forwarded to surrounding residents shortly to advise of commencement of the works and timelines for the project. The tender process for this project was overseen by staff from the Engineering Design and Sport and Recreation teams.

3.3 **Operation and Strategic Issues**

The sporting facility assets to be replaced and upgraded as part of this contract have been a well utilised feature of the local and broader community. As such, renewing these assets will reduce maintenance costs and provide residents with an appropriate level of service.
3.3.1 Playground replacement

The reorientation and reconstruction of the netball courts will require the removal of the existing playground for 12–15 months. The Dales Park Development Plan and Council’s Playground Strategy have identified that this playground be replaced with a district level playground for the local community. Council officers will undertake design of the playground in the 2017/2018 financial year using allocated funds. To deliver a new playground in a timely manner officers request that the surplus funds from the Dales Park Development plan from this year be carried over to the 2018/2019 financial year to deliver a new district level playground as identified in the Development plan, at Dales Park in August 2018.

During construction works onsite signage will advise local residents of the nearest playground to Dales Park.

3.4 Tender Evaluation

Prices were sought by Advertised Public Tender with tenders closing 2.00pm Thursday, 3 August 2017.

Eight tenders were received through the tender process. One was assessed as non-conforming and two others failing to meet Council’s mandatory requirements relating to completion of similar works. The remaining five were evaluated by a Tender Evaluation Panel (TEP), consisting of representatives from Council’s Infrastructure and Parks and Recreation Departments. Procurement procedures were followed in line with advice received from Council’s Procurement Department for previous “standard” contracts for a similar value.

The tender evaluation was undertaken by a two stage evaluation method which resulted in a shortlist of two tenderers after an initial assessment. The TEP undertook a detailed assessment of the two shortlisted tenderers. Appendix 1 identifies all tenders received and assessment/scoring details.

The detailed evaluation involved scoring tenderers against the following criterion:

- Tender price
- Company History in similar projects
- Quality of work in previous projects
- Works Programming
- Access to suitable plant and equipment
- Access to suitable sub-contractors/ in-house trades
- Relationship with contract principal and residents
- Insurances
- OH&S Compliance
- Environmental Compliance
- Financial viability

Contek Constructions Pty Ltd obtained the highest overall score in the detailed evaluation and is the recommended tenderer for this project.

Scoring for Contek Constructions Pty Ltd was derived after conducting a face to face interview and detailed analysis of its tender submission. Contek Constructions Pty Ltd has a long company history with an extensive list of successfully completed civil and sporting projects in Victoria and several with the City of Kingston.
Contek Constructions has an independently certified Integrated Management System which means automatic approval under Council’s process of OHS assessment.

3.5 Risk
The largest risk with Contract No.17/75 is that the proposed facility is not constructed in time for the netball season opening in February 2018. The current works program details a completion date of December 2017.

3.6 Additional Project Costs
In addition to the contract sum to be awarded, it is recommended that Council approve a contingency allowance of 10% being $111,112 (excluding GST) of the contract sum to cover unexpected project variations. It is prudent to allow for variations of this magnitude as it is not possible to fully predict subsurface ground conditions and service authority asset locations prior to commencement of excavation works. This allowance is standard for projects of this nature.

4. Conclusion

4.1 Environmental Implications
Environmental impacts during construction of these works will be minimised due to measures put in place for controlling stormwater runoff quality, including silt barriers and straw bales. The final outcome of the works will alleviate minor drainage/flooding issues in the area.

4.2 Social Implications
Given the nature of the construction there will be some inconvenience during the works which are typical of a large civil construction contract such as this one. Staging of the works will minimise community disruption as much as possible.

4.3 Resource Implications
The submitted price from the preferred tenderer is within the engineering estimate range and also within the funds allocated within the 2017/2018 budget. Please find attached below a table outlining the budget and projected expenditure for the Dales Park Development Plan implementation in 2017/2018.

Dales Park Development Plan Budget and Expenditure

<table>
<thead>
<tr>
<th>Budget ($)</th>
<th>Expenditure ($)</th>
</tr>
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<tbody>
<tr>
<td>2017/2018 allocation from Open Space Reserve 2,402,592</td>
<td>Con 17/75 – netball courts 1,222,235</td>
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<tr>
<td></td>
<td>Con 17/75 – car park (tbc) 702,130</td>
</tr>
<tr>
<td></td>
<td>Playground design 30,000</td>
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<tr>
<td></td>
<td><strong>Total</strong> 1,954,365</td>
</tr>
<tr>
<td></td>
<td>Potential budget surplus to remain in Open Space Reserve $448,227</td>
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</table>

4.4 Legal / Risk Implications
For Contract No.17/75 the preferred tenderer represents the best outcome to Council in terms of value for money and level of risk.
Appendices

Appendix 1 - Face Sheet of K6123 Dales Park, Oakleigh South - Netball Court Construction (Trim No 17/128527)
Appendix 2 - Tender Evaluation Matrix for Dales Park, Oakleigh South - Netball Court Construction (Trim No 17/128537) - Confidential

Author/s: Tim Scott, Senior Engineer
Michael Haley, Recreation Planning & Projects Coordinator

Reviewed and Approved By: Mark Stockton, Team Leader Sport and Recreation
Mark Juler, Manager Parks & Recreation
Rachelle Quattrocchi, Manager Infrastructure
Daniel Freer, General Manager City Assets and Environment
10.5

TENDER EVALUATION FOR DALES PARK NETBALL COURTS

1  Face Sheet of K6123 Dales Park, Oakleigh South - Netball Court Construction................................................................. 305
Appendix 1

10.5 Tender Evaluation for Dales Park Netball Courts

Face Sheet of K6123 Dales Park, Oakleigh South

Netball Court Construction

Stage 2 Works

WASHINGTON STREET, OAKLEIGH SOUTH
RESPONSE TO NOTICE OF MOTION NO. 28/2017 - INSTALLATION OF A PERMANENT DISC GOLF COURSE IN KINGSTON

Purpose of Report
This report responds to Notice of Motion No. 28/2017 – Installation of a permanent disc golf course in Kingston, made at the Ordinary Council meeting 24 July 2017.

“That Council officers write a report on the best possible locations for a permanent Disc Golf Course within the City of Kingston and the requirements and costing for installing a course. Further that, this report is to be presented to the August Ordinary Council meeting.”

The information provided in this report includes details of preferred disc golf course sites, an initial assessment of each site’s suitability for use as a disc golf venue, estimated cost of course establishment, management, maintenance and further requirements for consideration by Council.

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

OFFICER RECOMMENDATION
That Council:

1. Work with interested peak disc golf agencies to explore the further assessment, including preliminary site feasibility of preferred sites, appropriateness (design considerations) and risk management, of the following preferred sites to support disc golf:
   - Bald Hill Park, Clarinda;
   - Heatherton Park, Heatherton;
   - Braeside Park, Braeside (Parks Victoria site); and
   - Edithvale Public Golf Course.

2. Receive the findings from the preliminary site feasibility assessments no later than February 2018.
1. Executive Summary

Council officers have been liaising with disc golf representatives since their initial approach to Council seeking access to space for disc golf activities in 2016. Since March 2017, officers have worked in partnership with the Australian Disc Golf Association’s nominated representative to identify potential sites and investigate requirements for establishing a course within Kingston for its ongoing use.

Disc golf is played much like traditional golf, however instead of hitting a ball in to a hole, players throw discs like frisbees into an elevated basket/target. It is considered a low impact ‘lifetime’ sport that is accessible to people of all ages and abilities and offers socialisation across genders and age groups. The sport can be enjoyed by multiple people of varying fitness levels. Within Australia, there is approximately 1000 disc golf members, with many of these attracted to the sport in recent years. Relative to other sports such as football, soccer and cricket, disc golf has much lower participation numbers and it is inexpensive to play.

The Melbourne Disc Golf Club has installed 2 temporary ‘pop up’ disc golf courses in Kingston on Melbourne Water land in Aspendale Gardens. Whilst the Club is currently content with this temporary access its long term goal is to establish a permanent site to provide a disc golf venue in the southern bayside area of Melbourne.

Factors of interest and importance to users when selecting preferable sites for a disc golf course include presence of natural vegetation, topography/elevation variations and the degree to which these factors present an element of challenge for the participant. Officers have worked with disc golf representatives to determine a short list of priority sites in Kingston for installation of a disc golf course. The four favoured sites based primarily on suitability and their appeal to disc golf users as being suitable for the sport are:

- Bald Hill Park, Clarinda;
- Heatherton Park, Heatherton;
- Braeside Park, Braeside (Parks Victoria site); and
- Edithvale Public Golf Course

There are other factors which require further consideration to determine the most appropriate site in Kingston including risk management, course design, conflicts of use with other site visitors, usage agreements and availability of open space.

To progress the site assessment, it is proposed that Council support the completion of a preliminary feasibility assessment of the four favoured sites to determine their appropriateness (design consideration) and other implications, particularly relating to risk mitigation.

2. Background

The following Notice of Motion No. 28/2017 was considered by Council at its Ordinary Council Meeting on 24 July 2017:

“That Council officers write a report on the best possible locations for a permanent Disc Golf Course within the City of Kingston and the requirements and costing for installing a course. Further that, this report is to be presented to the August Ordinary Council meeting.”
Disc golf is a recreational activity played with similar rules to traditional golf, however instead of hitting a ball in to a hole, players throw discs (like frisbees) into a moderately elevated target, usually a ‘chain basket’.

The sport of disc golf is popular in America and Canada and has been around since the 1970s. There are 7000 disc golf courses throughout the world utilised by 20 million people (source - Innova Disc Golf website 2017). Australia has experienced some of this development and growth within the sport, with courses installed in most states. There are 7 courses in Victoria located at Dinner Plain, Licola, Mt Baw Baw, Phillip Island, Wangaratta, Geelong and Ruffey Lake in Doncaster. These sites are used by active disc golf clubs (affiliates of the Australian Disc Golf Association) but also are available for informal use largely by tourists given their location in regional areas.

Within Australia, there is limited information regarding participation in disc golf. In 2013/14 the Australian Bureau of Statistics identified participation rates across 234 sport and recreation activities, including flying disc games and ultimate frisbee. These activities did not feature in the top 55 sport and recreation activities participated in during the past 12 months. The published information includes participation rates for disc sports, however, the lowest participation rates of the top 55 sports include water polo and water volleyball/rafting at 0.1% of the population. This demonstrates that participation in disc sports including disc golf is very low.

Council officers have been liaising with Australian Disc Golf’s Victorian representative Darren Stace-Smith since the Group’s initial approach sought access to space for its activities in October 2016. In March 2017, officers met with the Mr Stace-Smith and Cr Tamsin Bearsley to investigate the requirements for establishing a permanent disc golf course in Kingston. Factors of interest and importance when selecting preferable sites for a disc golf course include natural vegetation, topography/elevation variations and the degree to which these factors present an element of challenge for the participant i.e. a moderate cover of established vegetation, on undulating ground is preferable to a flat, open grassy area.

The Melbourne Disc Golf Club (an affiliate of the Australian Disc Golf Association) has since erected 2 temporary ‘pop up’ disc golf courses in Kingston. These are located at:

1. Land in Aspendale Gardens at Kearney Drive Reserve (adjacent to Bianca Drive); and
2. The rear of St Louis de Montfort Primary School (adjacent to Ebb Street Reserve).

Both of these sites are managed by Melbourne Water. We understand that the Club has arrangements in place with Melbourne Water for its use of these sites. Further details about the Aspendale Gardens sites are available on the Group’s website: http://www.aspendalediscgolf.com

The Club has hosted 2 open days in Kingston; the first in 2016 was held at Braeside Park and was attended by approximately 20 people and the second most recent open day event was hosted in July 2017 at the Aspendale Gardens course and attended by approximately 35 people. A petition requesting access to a site within Kingston has also been generated and signed by 103 people, 100 of whom live or work in Kingston.

For further details relating to the disc golf catcher, usage and area in Aspendale Gardens used for disc golf activities, please refer to Appendix 1.
Following a series of discussions with disc golf representatives a shortlist of 8 local sites was identified and assessed against factors such as vegetation levels, site topography, and accessibility, existence of amenities, transport options, and site constraints. Council officers and disc golf representatives assessed the sites independently of one another and both parties initially identified four potential sites, comprising:

- Bald Hill Park in Clarinda;
- Heatherton Park in Heatherton;
- Braeside Park in Braeside (Parks Victoria site); and
- Sir William Fry Reserve in Highett.

A listing of potential sites and their assessment is listed within Appendix 2 & 3.

Officers proposed the use of existing golf course sites in Kingston in particular Edithvale Public Golf Course however it was not considered a suitable site by disc golf representatives, mainly due to the flat open grassy nature of the course. Disc golf representatives advise that other privately owned golf courses may be of interest if they comprised more dense vegetation and undulating fairways. Given limited access to private golf course, they have not been assessed as potential sites to locate a disc golf course. Former tip sites, including Bald Hill Park and Heatherton Park were viewed favourably due primarily to their topography and vegetation. This is similar to Braeside Park which is large in size, and whilst relatively flat it is heavily vegetated with a range of varying sized trees/shrubs/ground cover. Spring Road Reserve was suggested to disc golf representatives for consideration however it was considered too sparsely vegetated.

A further review of Sir William Fry is that this site is a heavily utilised park within an area experiencing high levels of residential development. Introducing a new activity to this park is likely to create conflicts with other park users. It is therefore recommended that Sir William Fry Reserve is not further considered and the Edithvale Public Golf Course is explored as a potential site for disc golf.

The work undertaken to date has focused on the needs of disc golf as a sport including site selection. Factors which officers believe will require additional work and consideration include:

- Management of conflicts with other site users;
- Overall risk management for the sport especially where exclusive access to a site cannot be provided i.e. shared use of a space;
- Usage agreements, including usage fees and insurances; and
- Course design.

There are specialist disc golf course designers and risk assessors available within the sport and recreation industry that can be engaged to assist with further exploration of local sites and assess risk factors specific to potential sites.

3. Discussion

3.1 Council Plan Alignment

Goal 2 - Our sustainable green environment with accessible open spaces
Direction 2.5 - Provide for a variety of sport and recreation opportunities across Kingston through the Sport and Leisure Strategy

3.2 Consultation/Internal Review

- Direct consultation has been undertaken with Australian Disc Golf Association’s Victorian representative Darren Stace-Smith.
South Ward Councillors have been involved in meetings and ongoing discussions and email correspondence.

At appropriate times, officers have referred matters related to disc golf to the Parks and Public Projects Team and Communications and Events Team.

Information about the sport of disc golf included in this report has been drawn directly from the Australian and Melbourne Disc Golf websites as well as the Australian Disc Golf Association’s Victorian representative Darren Stace-Smith.

3.3 Operational and Strategic Issues

3.3.1 Alignment with findings/recommendations of the 2017 Draft Kingston Sport and Recreation Strategy and Public Health and Wellbeing Plan

The 2017 Draft Kingston Sport and Recreation Strategy and Public Health and Wellbeing Plan support the provision of unstructured sporting participation opportunities as well as social/family recreation activities and low cost physical activities. Installation of a disc golf course is one means of providing less formal sport and recreation participation options for the Kingston’s use and benefit.

3.3.2 Allocation of public open space for exclusive use as a disc golf venue

It is possible that the Kingston community in particular the local sport and recreation community would not be accepting of the dedication of open space for disc golfing purposes, in particular in areas where Kingston is experiencing open space shortfall as well as already existing high demand for use of sporting grounds. As part of any decision regarding installation of a disc golf course, it would be prudent to give thought to how Council might best select a site which does not preclude other sport and recreation usage possibly through dedicated usage times rather than exclusive use, remaining cognisant of risk management challenges.

Efforts to maximise Kingston resident access to disc golf through participation in the activity as a sport or as an informal recreation opportunity outside formal disc golf club usage times should also be pursued.

3.3.3 Local demand for sporting activities vs. provision of facilities for groups originating outside Kingston

Whether this proposal meets an unaddressed local need for disc golf facilities vs. provision of facilities in Kingston to service the regional interests of the sport of disc golf has not been fully tested and may require further consideration by Council.

3.3.4 Cost of establishment and on-going maintenance of a disc golf course

Costs associated with the establishment of a disc golf course are estimated to be up to $50,000 which includes design, equipment, installation and input from technical consultants. Works on a former tip site are likely to cost more to establish a disc golf facility.

Australian Disc Golf Association’s Victorian representatives advise that on-going maintenance usually involves mowing of the grass similar to that which would be required without a disc golf course in place. Infrastructure such as disc golf baskets, signage, and tee markers would require maintenance; responsibility for this could be assigned to the Association.
3.3.5 Risk management considerations
Whilst disc golf representatives advise that one of the primary ‘rules’ of their sport is to yield for all other users of a site e.g. stop activity whilst other reserve users are in proximity to the disc golf course, risk management is a critical factor to be considered in site selection, course design and management of use. Officers consider this to be an important next stage of finalising a preferred site suitable to all parties i.e. disc golf association/club, Council and residents/community users.

As the discs (weighing approximately 150 grams) can be thrown over 100m at 80 km/hr they potentially could cause harm or injury to other disc golf participants or park users. The record for longest disc golf throw is over 350m. There are reports of accidents and injuries occurring through disc golf activity.

3.3.6 Next Steps
To progress the development of a permanent disc golf course, it is recommended that preliminary feasibility assessment is completed to determine the implications and appropriateness to develop disc golf facilities. Issues such as a design and risk management would be considered as part of a preliminary feasibility assessment.

This preliminary assessment would be undertaken upon the following preferred disc golf locations:

- Bald Hill Park, Clarinda;
- Heatherton Park, Heatherton;
- Braeside Park, Braeside (Parks Victoria site); and
- Edithvale Public Golf Course.

4. Conclusion
4.1 Environmental Implications
There are no environmental implications associated with the content of this report.

4.2 Social Implications
The establishment of recreational and sporting facilities which respond to the interests of our community is likely to result in positive social and wellbeing outcomes in Kingston.

4.3 Resource Implications
There is no funding required at this stage to undertake a preliminary feasibility assessment. Officers will work with the peak body to further develop a feasibility and risk assessment on a preferred site within existing resources.

An estimate of the total cost to develop a disc golf course is listed below:

Detailed design (single preferred site) $20,000 -
$25,000
Equipment and installation $20,000 -
$25,000
4.4 Legal / Risk Implications
Risk implication associated with a disc golf facility requires further assessment.

Appendices
Appendix 1 - Disc Golf Details and Course in Aspendale Gardens (Trim No 17/127645) 
Appendix 2 - Disc Golf Site Assessment - Officer (Trim No 17/128334) 
Appendix 3 - Disc Golf Site Assessment - Disc Golf (Trim No 17/128336) 

Author/s: Mark Stockton, Team Leader Sport and Recreation
        Hannah Croughan, Leisure Planner

Reviewed and Approved By: Mark Juler, Manager Parks & Recreation
                          Daniel Freer, General Manager City Assets and Environment
10.6

RESPONSE TO NOTICE OF MOTION NO. 28/2017 - INSTALLATION OF A PERMANENT DISC GOLF COURSE IN KINGSTON

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Appendix 1

10.6 Response to Notice of Motion No. 28/2017 - Installation of a Permanent Disc Golf Course in Kingston

Disc Golf Details and Course in Aspendale Gardens

Example of disc golf catcher or ‘basket’

community inspired leadership
Appendix 1

10.6 Response to Notice of Motion No. 28/2017 - Installation of a Permanent Disc Golf Course in Kingston

Disc Golf Details and Course in Aspendale Gardens

Example of ‘teeing off’

community inspired leadership
Appendix 1

10.6 Response to Notice of Motion No. 28/2017 - Installation of a Permanent Disc Golf Course in Kingston

Disc Golf Details and Course in Aspendale Gardens - course layout and provisional disc golf catcher devised and installed by Club

Current use of Melbourne Water land in Aspendale Gardens - community inspired leadership and dynamic community-centric approach.
<table>
<thead>
<tr>
<th>Indicator</th>
<th>Land Owner</th>
<th>Vegetation</th>
<th>Topography</th>
<th>Sustainability</th>
<th>Canopy coverage of adjacent areas</th>
<th>Access to existing utilities (e.g., water, electricity)</th>
<th>Road access</th>
<th>Site constraints</th>
<th>Overall Rating</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brookfield Park, CLARINDA</td>
<td>City of Kingston</td>
<td>Y</td>
<td>3</td>
<td>2</td>
<td>2</td>
<td>27</td>
<td>21,000</td>
<td>TBA</td>
<td>Former landfill site, may be limitations on installation of retaining walls, drainage infrastructure.</td>
</tr>
<tr>
<td>Royal Victoria Park, KIRKLESTON</td>
<td>City of Kingston</td>
<td>Y</td>
<td>3</td>
<td>2</td>
<td>2</td>
<td>25</td>
<td>21,000</td>
<td>TBA</td>
<td>Former landfill site, may be limitations on installation of retaining walls, drainage infrastructure.</td>
</tr>
<tr>
<td>Sir William (Ivy) Reserve, EAGLESTREET</td>
<td>State Government</td>
<td>N</td>
<td>2</td>
<td>3</td>
<td>2</td>
<td>24</td>
<td>15,000</td>
<td>TBA</td>
<td>Nil observed, however high-utilization areas may restrict additional use.</td>
</tr>
<tr>
<td>Bald Hills Park, BRAGDEN</td>
<td>Parks Victoria</td>
<td>Y</td>
<td>3</td>
<td>2</td>
<td>2</td>
<td>23</td>
<td>21,000</td>
<td>TBA</td>
<td>Not owned or managed by Kingston CC, would require approval from YP.</td>
</tr>
<tr>
<td>Melbourne Water Reserve (adjacent to Kurnell Park Reserves)</td>
<td>Melbourne Water</td>
<td>Y</td>
<td>2</td>
<td>3</td>
<td>2</td>
<td>21</td>
<td>21,000</td>
<td>TBA</td>
<td>Drainage assessment may be required for installation of supporting infrastructure due to land overlay (land subject to inundation).</td>
</tr>
<tr>
<td>Yarraville Nature Reserve, ASPENDALE</td>
<td>Melbourne Water</td>
<td>Y</td>
<td>2</td>
<td>3</td>
<td>2</td>
<td>21</td>
<td>21,000</td>
<td>TBA</td>
<td>Drainage assessment may be required for installation of supporting infrastructure due to land overlay (land subject to inundation).</td>
</tr>
<tr>
<td>Eastvale Reserve, EAGLESTREET</td>
<td>Melbourne Water</td>
<td>Y</td>
<td>2</td>
<td>3</td>
<td>2</td>
<td>20</td>
<td>21,000</td>
<td>TBA</td>
<td>Melbourne Water association in place which restricts built infrastructure and access due to proximity to Edinburgh Seaward Wetlands (burner site).</td>
</tr>
<tr>
<td>Berrated Park, CHELSEA</td>
<td>City of Kingston</td>
<td>Y</td>
<td>2</td>
<td>3</td>
<td>2</td>
<td>19</td>
<td>21,000</td>
<td>TBA</td>
<td>Existing high usage levels, potential for conflict.</td>
</tr>
<tr>
<td>Australind Reservoir (adjacent to Liddell Street Reserve)</td>
<td>Melbourne Water</td>
<td>Y</td>
<td>2</td>
<td>3</td>
<td>2</td>
<td>18</td>
<td>21,000</td>
<td>TBA</td>
<td>Drainage assessment may be required for installation of supporting infrastructure due to LID overlay (land subject to inundation).</td>
</tr>
<tr>
<td>Location</td>
<td>Disc Golf Site Assessment</td>
<td>Disc Golf Course in Kingston</td>
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<td>Location 2</td>
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<td>Location 3</td>
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<td>Location 4</td>
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<td>Location 5</td>
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<td>Location 6</td>
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<td>Location 7</td>
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<td>Location 8</td>
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</tbody>
</table>

Note: This table represents the assessment of potential disc golf sites in Kingston. Each site is evaluated based on various criteria such as accessibility, natural features, and community support. The assessment includes recommendations for the installation of a permanent disc golf course in the city.
11. Corporate Services Reports
Ordinary Meeting of Council

28 August 2017

Agenda Item No: 11.1

ADOPTION OF FINANCIAL STATEMENTS TO 30 JUNE 2017

Contact Officer: Caroline Reidy, Manager Finance and Corporate Performance

Purpose of Report

The purpose of this report is to present to Council for adoption the DRAFT Performance and Financial Statements for the 2016/17 financial year as Council’s “In Principle Statements” and to authorise their submission to the Victorian Auditor-General. The report also presents the Governance and Management Checklists for adoption.

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 recommendation from Council’s Audit Committee;
2. Adopt the 2016/17 Annual Performance and Financial Statements as Council’s “in principle” statements for 2016/17;
3. Authorise Cr Eden, Cr Oxley and the Chief Executive Officer to formally sign the final audited 2016/17 Annual Statements; and
4. Authorise Cr Eden and the Chief Executive Officer to formally sign the Governance and Management Checklist.

Background

Pursuant to Section 126 of the Local Government Act 1989 and the Local Government (Planning and Reporting) Regulations 2014, Council’s 2016/17 Performance and Financial Statements have been prepared for adoption in principle and the authorisation of two Councillors and the Chief Executive Officer to certify the Statements following their review and clearance by the Auditor-General.

Copies of the “In Principle” Performance and Financial Statements are on display in the public gallery foyer for perusal by interested members of the gallery.

Financial Statements

Included are the draft General Purpose Financial Statements for Kingston City Council for the year 1 July 2016 to 30 June 2017, which have been drawn up so as to present fairly the financial transactions of Council for the 2016/17 financial year and to report on the financial position of Council as at 30 June 2017. The Financial Statements have been prepared in accordance with the Local Government Act 1989, the Local Government (Planning and Reporting) Regulations 2014, Australian Accounting Standards and other mandatory professional reporting requirements.
To assist understanding of these Financial Statements and accompanying notes it is pertinent to point out circumstances that have an impact on the statements in 2016/17.

**Income Statement**

The Surplus for the year is $42.3 million, that is, $21.5 million favourable to the budgeted surplus of $20.8 million. This positive result is influenced by the following:

- Developer monetary contributions of $4.9 million being added to the Open Space Reserve;
- New Planning Fee increases $0.9 million favourable to budget;
- Capital Grants received of $5.3 million were $0.3 million favourable to budget which is primarily due to unbudgeted grants for Patterson Lakes Jetty and Aspendale North Children’s Centre;
- Grants and Subsidies received in advance includes $2.2 million following an early payment by the Victorian Grants Commission for half of the 2017/18 year grant. Accounting Standards require this revenue to be taken into account in the 2016/17 financial year, though expenditure will occur in 2017/18.
- Other Income includes unbudgeted “found” assets of $1.2 million of road assets due to better data becoming available with the implementation of the Asset Management System for this class of assets;
- The Fair Value of Council’s two investment properties were adjusted for market movement as at 30 June 2017. The market movement percentage was provided by valuers at Westlink Consulting Pty Ltd. This resulted in an overall increment of $0.046 million. This amount was not budgeted;
- Council’s total Capital program expenditure was $46.7 million while $35.7 million of expenditure was capitalised and $5.7 million transferred to work in progress. A total of $5.6 million was expensed to the Income Statement ($1.8 million favourable) as the budgeted capital expenditure did not meet Council’s threshold limit for asset recognition.
- Capitalisation of library books budgeted in operating costs $1.0 million favourable.
- Depreciation of $25.0 million, up from $24.0 million in 2015/16 and was $1.5 million favourable to budget following the revaluation adjustment realignment of buildings and road assets. Note this is a non-cash item.
- Borrowing costs of $0.5 million are $0.3 million favourable to budget due to a lower than anticipated interest rate for the loan for the purchase of Council’s main offices at 1230 Nepean Highway.

Allowing for these items would indicate an “adjusted” Surplus of $28.2 million and this result yields a favourable variance on the Income Statement of $7.4 million. This variance includes the following items:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rates Income</td>
<td>$1.1m F</td>
</tr>
<tr>
<td>Statutory Fees and Fines</td>
<td>$0.6m F</td>
</tr>
<tr>
<td>User Fees</td>
<td>$1.2m F</td>
</tr>
<tr>
<td>Grants and Subsidies Operating</td>
<td>$1.9m F</td>
</tr>
<tr>
<td>Interest</td>
<td>$1.0m F</td>
</tr>
<tr>
<td>Net movement in other Operating Accounts</td>
<td>$1.6m F</td>
</tr>
</tbody>
</table>
Rates & Charges
Rate revenue totalled $130.1 million and is $1.1 million favourable to budget. This variance includes $0.4 million of interest on rates which was budgeted in interest income but which now must be reported in rate revenue. Rate revenue also includes $1.7 million derived during the year from Supplementary Valuation assessments issued in which the value of the property was adjusted to reflect a physical change to the property and to ensure that all ratepayers continue to contribute equitably to the City.

Statutory Fees and Fines
Statutory Fees and Fines increased $1.3 million to $9.4 million in 2016/17 when compared to 2015/16 ($8.1 million). This is largely due to an increase in parking infringement income ($0.3 million) and an increase in town planning fees by the State Government in October 2016 ($0.8 million).

User Fees
User Fees & Charges increased $2.0 million to $22.1 million in 2016/17 when compared to 2015/16. This is largely due to an increase in child care/children's program income of $1.1 million and an increase in Kingston leisure centre and recreation income of $0.8 million. User fees are favourable to budget by $1.2 million mainly in childcare $0.4 million favourable with strong utilisation, $0.4 million favourable in after school care and higher rental income from leasing with $0.4 million received in backdated rent for the Victory Road landfill site.

Grants and Subsidies - Operating
Operating Grants and Subsidies total $35.3 million and increased by $4.6 million compared to 2015/16 due largely to the early payment of the Victorian Grants Commission Funding for half of the 2017/18 grant which was paid in the 2016/17 financial year ($2.2 million). The underlying favourable variance of $1.9 million relates to higher than expected grants in AccessCare packages.

Grants and Subsidies - Capital
Capital Grants of $5.3 million have increased by $1.8 million compared to 2015/16 and are $0.3 million favourable to budget largely due to unbudgeted grants for Patterson Lakes Jetty and Aspendale North Children’s Centre.

Contributions - Monetary
Contributions recognised were $6.1 million in 2016/17, an increase of $0.9 million from the previous year. Cash contributions from developers totalled $4.9 million in 2016/17 which is $0.6 million higher than the previous year. All of these developer cash contributions are transferred to the Open Space Reserve Account that can be utilised by Council in the future to acquire and/or develop open space. Council spent $3.2 million from the Open Space Reserve Account in 2016/17.

Interest Income
Interest Income totals $2.4 million in 2016/17 which is an increase of $0.5 million on 2015/16 largely due to higher cash reserves invested. The favourable variance of $1.0 million is made up of $1.4m favourable due to higher than anticipated cash and cash equivalents and other financial assets across the year and $0.4 million of interest on rates budgeted in interest income but recorded in rate income.

Other Income
Other Income totals $2.0 million in 2016/17 which is a decrease of $4.8 million on 2015/16 and includes a fair value adjustment for investment property of $0.047 million and Found Assets related to roads of $1.2 million ($5.7 million in 2015/16).
Employee Costs

Employee Costs totalled $72.9 million in 2016/17 which is $4.3 million lower than 2015/16 (following the exit from residential aged care in 2016) and $1.8 million favourable to budget. Employee Costs reflect an accrual of 2.3% increase in wages in anticipation of a new Enterprise Agreement and a reduction in leave provisions of $1.1 million. Council also delivered a 2.0% productivity target which amounted to $1.0 million saved in formulating the original budget of $74.7 million.

Materials and Services

Materials and Services expenditure totalled $71.4 million in 2016/17, $4 million higher when compared to $67.4 million in 2015/16 financial year. This includes $5.6 million of capital works expenditure budgeted as Capital Expenditure taken to the income statement compared to $3.8 million expensed in 2015/16.

Depreciation & Amortisation

In accordance with Australian Accounting Standard AASB 116 Property, Plant and Equipment, all non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the service potential of those assets. In 2016/17 $25.0 million was taken up as a non-cash expense in the Income Statement compared with $24.0 million in 2015/16, $1.5 million lower than the budgeted amount of $26.5 million. This is a "non-cash" book entry.

Balance Sheet

The ‘current portion’ of the Balance Sheet has improved significantly due to an increase in other financial assets up $44.0 million to $102.1 million from $58.1 million in 2015/16. The Working Capital ratio has increased to 349% in 2016/17 compared to 285.0% in 2015/16. Council’s assured cashflows means that it can be confident that it can pay its accounts as and when they fall due.

Trade and other receivables have decreased by $1.1 million in 2016/17 to $8.1 million from $9.2 million in 2015/16. Rate debtors have declined by $0.5 million to $4.1 million (or 3.2% of Rates Income) since 2015/16. The current provision for Doubtful Debts has been reviewed and is considered adequate.

Australian Accounting Standard AASB 116 Property, Plant and Equipment requires that the carrying amount of all non-current assets be kept current. A full revaluation was conducted of Council’s Land and Buildings as at 30 June 2016 adjusted for any 2017 market movement, by our valuers at Westlink Consulting Pty Ltd. A full valuation of property is undertaken every 2 years. The next valuation will be as at 30th June 2018. Infrastructure assets have been revalued to their current replacement costs at 30 June 2017 and this has resulted in $27.6 million decrease in their book value with current book value of $400.0 million.

Land under roads has been adjusted by a market movement percentage to $579 million up $42 million from $537 million in 2015/16. Council now manages $2.3 billion of assets on behalf of the community.

Non Current Liabilities include interest-bearing loans and borrowings which have decreased to $14.8 million in 2016/17 from $16.5 million in 2015/16 due to the slightly advanced loan repayment schedule due to favourable interest rates.
Cash Flow Statement

In total, Council’s cash holdings have decreased by $18.8 million during 2016/17 to $11.3 million. This excludes other Financial Assets (Investments more than 3 months to maturity) of $102.1 million, up from $58.1 million in 2015/16. $4.8 million of this will be utilised to pay for capital works carried forward from 2016/17 to 2017/18.

- Net cash provided by operating activities is $67.9 million, which is $22.1 million higher than 2015/16. This is largely due to a $4.3 million increase in Rates receipts, $6.4m increase in grants, lower payments to employees $6.0 million, lower repayment of trusts $8.6m and partially offset by $7.3 million more in payments for materials.
- Net cash used in investing activities has increased by $23.4 million to $85.3 million in 2016/17 largely due to increases in cash used for Investments.
- Net cash used in financing activities of $1.4 million is $0.2 million lower than 2015/16 mainly due to a decrease in repayment of borrowings.

Performance Statement

The performance statement contains information about the performance of the council for the financial year and is a key section of the annual report whereby council makes itself accountable to the community.

Commencing in 2014/15 the Victorian Government has introduced a mandatory system of performance reporting for councils which prescribes performance information to be included in councils' annual reports. Councils must describe the prescribed indicators and measures in the performance statement so it is clear to the audience what is being measured.

In addition, the performance statement now includes the results achieved in relation to the prescribed service performance outcome, financial performance and sustainable capacity for the financial year and three preceding years moving forward. For the financial performance indicators and measures, the performance statement must also include the forecast results for four years based on the financial statements included in the strategic resource plan.

Reporting trend information helps the community understand changes in council performance over time and acts as a point of reference for results. The regulations require that council must also provide an explanation of any material variations in the results between the current years other years disclosed to enable the reader to form an understanding of the reason for the variation.

The Act (Sections 131,132,133) states that the performance statement must contain the prescribed indicators and measures of service performance outcome measures (12), financial performance (12) and sustainable capacity (6) and the results for each indicator.

Detailed commentaries of the outcomes are included in the Statements.

Governance and Management Checklist

Council has documents or procedures in place to cover all 24 Governance and Management Checklist items. This is consistent with the result for 2015/16. Under the Local Government (Planning and Reporting) Regulations 2014 the Governance and Management Checklist must be certified by the Mayor and CEO and be included in the Annual Report.
Management Representation

The following representations are provided to the Council in connection with the audit of the financial report of Kingston City Council ("the Council") for the year ended 30 June 2017 for the purpose of recommending to Council the “in principle” adoption of the draft General Purpose Financial and Performance Statements being presented fairly, in all material respects, the financial position of the Council as at 30 June 2017 and of its financial performance and its cash flows for the year then ended in accordance with applicable Australian Accounting Standards, and the compliance with the requirement of Local Government Act 1989 and the Local Government (Finance and Reporting) Regulations 2014.

We (Management) have fulfilled our responsibilities, as set out in the terms of the audit engagement, for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards, and the requirements of Local Government Act 1989 and the Local Government (Finance and Reporting) Regulations 2014.

We confirm, to the best of our knowledge and belief and, having made such enquiries as we considered necessary for the purpose of appropriately informing ourselves, the following representations made to the Council.

1. We have provided Audit with:
   a. access to all information of which we are aware that is relevant to the preparation of the financial report such as records, documentation and other matters.
   b. additional information that Audit has requested from us for the purpose of the audit.
   c. unrestricted access to person within the Council from whom audit evidence was sought.
   d. minutes of all meetings of Boards and committees requested.
   e. details of any off-balance sheet agreements or instruments, or confirmation that no such agreements or instruments exist.

2. All transactions have been recorded in the accounting records and are reflected in the financial report.

3. Proper accounts and records of the transactions and affairs of the Council and such other records as sufficiently explain the financial operations and financial position of the Council have been kept in accordance with the Local Government Act 1989 and the Local Government (Finance and Reporting) Regulations 2014, where applicable.

4. There were no uncorrected financial report misstatements.

5. We have undertaken a control assessment using the criteria outlined in AASB 10. Our assessment has not identified any controlled or jointly controlled entities which would require consolidation.

6. We have prepared the financial report as a not-for-profit entity for the purpose of reporting under Australian Accounting Standards.

7. We acknowledge responsibility for the design, implementation and maintenance of internal controls designed to prevent and detect fraud.
City of Kingston  
Ordinary Meeting of Council  
Agenda  
28 August 2017

8. There:
   a. has been no fraud involving management or employees who have a significant role in the internal control structure
   b. has been no fraud that could have a material effect on the financial report.

9. There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices that could have a material effect on the financial report.

10. We acknowledge responsibility for the design and implementation of internal control to prevent and detect error. We have established and maintained an adequate internal control structure to facilitate the preparation of a reliable financial report, and adequate financial records have been maintained. We have disclosed to you details of all deficiencies in internal control that we are aware of.

11. We have no plans or intentions that may materially affect the carrying values or classification of assets and liabilities.

12. We consider the measurement methods, including related assumptions, used to determine fair values relating to assets and liabilities to be appropriate and consistently applied and appropriately disclosed in the financial report.

In addition, we have considered the requirements of AASB 13 relating to the fair value of property, plant and equipment. These assets have been valued on the basis that the highest and best use of the asset is obtained from its current use, taking into consideration what is physically possible, legally permissible and financially feasible. Our fair value assessment did not identify any internal or external events that would trigger a reassessment of the assets’ highest and best use.

Further, we confirm that the assumptions used by us in the categorisation of inputs within the fair value hierarchy are reasonable and have been fully disclosed in accordance with the accounting standards and other applicable financial reporting requirements.

13. We have considered the requirements of AASB 136 *Impairment of Assets* when assessing the impairment of assets and in ensuring that no assets are stated in excess of their recoverable amount.

14. Asset useful lives have been reviewed and any resulting changes accounted for as a change in an accounting estimate.

15. The following have been properly recorded or disclosed in the financial report:
   a. arrangements involving restrictions on cash balances, compensating balances and line-of-credit or similar arrangements
   b. agreements to repurchase assets previously sold
   c. losses arising from the fulfilment of, or an inability to fulfil, any sale commitments or as a result of purchase commitments in excess of normal requirements or at prices in excess of prevailing market prices.

16. All known or suspected instances of noncompliance with laws or regulations whose effects should be considered for disclosure when preparing the financial report have been disclosed to the auditor.
17. All known actual or possible litigation and claims whose effects should be considered when preparing the financial report have been disclosed to the auditor and accounted for and disclosed in accordance with the applicable financial reporting framework, including:

a. material liabilities or contingent liabilities or assets including those arising under derivative financial instruments
b. unasserted claims or assessments that our lawyer has advised us are probable of assertion.

18. The Council has satisfactory title to all assets (excluding those assets held in the name of the Crown), and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral. Allowances for depreciation have been adjusted for all important items of property, plant and equipment that have been abandoned or are otherwise unusable.

19. The Council has complied with all aspects of contractual agreements that would have a material effect on the financial report in the event of noncompliance.

20. There were no material commitments for construction or acquisition of property, plant and equipment or to acquire other non-current assets, such as investments or intangibles, other than those disclosed in the financial report.

21. We are satisfied that the compensation paid to key management personnel has been properly reported in Note 36 to the financial report in accordance with AASB 124 Related Parties, and includes all components of compensation including wages and salaries, leave accruals, performance and other bonuses, superannuation, motor vehicles, any other allowances.

22. The identity of all known related parties (including controlled entities), related party relationships and transactions have been made known to the auditor. All related party relationships and transactions have been appropriately accounted for and disclosed in the financial report in accordance with the requirements of the accounting framework including revenue, purchases, loans, transfers, leasing arrangements and guarantees (written or verbal).

23. No events have occurred subsequent to the balance sheet date that would require adjustment to, or disclosure in, the financial report.

24. We believe that the significant assumptions used in making accounting estimates for inclusion in the financial report are reasonable.

25. With respect to publication of the financial report in hard copy, we will ensure that:

a. the financial report accurately reflects the audited financial report and
b. the audit report has been reproduced accurately and in full.

26. With respect to publication of the financial report on our website:

a. we acknowledge that we are responsible for the electronic presentation of the financial report
b. we will ensure that the electronic version of the audited financial report and the auditor’s report on the website will be identical to the final signed hard copy version
c. we will clearly differentiate between audited and unaudited information in the construction of the entity’s website as we understand the risk of potential misrepresentation

d. we have assessed the controls over the security and integrity of the data on the website and adequate procedures are in place to ensure the integrity of the information published and

e. we will not present the auditor’s report on the full financial report with extracts only of the full financial report.

Independent Audit Committee Review

Council’s Independent Audit Committee have reviewed the 2016/17 Draft Performance and Financial Statements on Wednesday 16th August 2017 and have recommended that Council adopt the attached statements “in principle” and submit them to the Auditor General. Further the Audit Committee has recommended that Council authorise the Mayor and CEO to certify the Governance and Management Checklist.

Certification Process

A council cannot submit its Performance and Financial Statements to the Auditor-General or the Minister unless the council has passed a resolution giving “in principle” approval to the Performance and Financial Statements and certification by two Councillors and the Chief Executive Officer, on behalf of the council, to certify the statements once amendments or changes requested by the Auditor-General have been made. It is recommended that, Cr Eden as the current Mayor, and Cr Oxley as the second Councillor on the Audit Committee, be authorised to sign off the statements following clearance by the Auditor-General.

It should be borne in mind that the purpose of this process is to ensure that Council is aware of, and supports, the Performance and Financial statements and that the Councillors and the Chief Executive Officer when signing the statements do so with the knowledge, support, commitment and acceptance of responsibility by the Council.

Appendices

Appendix 1 - DRAFT2 Annual Financial Report for Year Ending 30 June 2017 (Trim No 17/75403) ❙

Appendix 2 - Draft Performance Statement 30 June 2017 (Trim No 17/119078) ❙

Appendix 3 - Draft Governance and Management Checklist 30 June 2017 (Trim No 17/122261) ❙

Author/s: Caroline Reidy, Manager Finance and Corporate Performance
Reviewed and Approved By: Paul Franklin, General Manager Corporate Services
11.1

ADOPTION OF FINANCIAL STATEMENTS TO 30 JUNE 2017

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2  Draft Performance Statement 30 June 2017 ....................... 393
3  Draft Governance and Management Checklist 30 June 2017 .. 411
Annual Financial Report
For the Year Ended 30 June 2017
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## Comprehensive Income Statement

**For the Year Ended 30 June 2017**

<table>
<thead>
<tr>
<th>Note</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$'000</td>
<td>$'000</td>
</tr>
<tr>
<td><strong>Income</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rates and charges</td>
<td>3</td>
<td>130,138</td>
</tr>
<tr>
<td>Statutory fees and fines</td>
<td>4</td>
<td>9,397</td>
</tr>
<tr>
<td>User fees</td>
<td>5</td>
<td>22,103</td>
</tr>
<tr>
<td>Grants – operating</td>
<td>6</td>
<td>35,339</td>
</tr>
<tr>
<td>Grants – capital</td>
<td>6</td>
<td>5,343</td>
</tr>
<tr>
<td>Contributions – monetary</td>
<td>7</td>
<td>6,148</td>
</tr>
<tr>
<td>Net Gain on disposal of property, infrastructure, plant and equipment</td>
<td>8</td>
<td>-</td>
</tr>
<tr>
<td>Interest income</td>
<td>9</td>
<td>2,384</td>
</tr>
<tr>
<td>Other income</td>
<td>9</td>
<td>1,065</td>
</tr>
<tr>
<td>Fair Value adjustment for investment property</td>
<td>21</td>
<td>47</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td></td>
<td><strong>212,863</strong></td>
</tr>
<tr>
<td><strong>Expenses</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Employee costs</td>
<td>10</td>
<td>72,888</td>
</tr>
<tr>
<td>Materials and services</td>
<td>11</td>
<td>71,369</td>
</tr>
<tr>
<td>Bad and doubtful debts</td>
<td>12</td>
<td>43</td>
</tr>
<tr>
<td>Depreciation and amortisation</td>
<td>13</td>
<td>24,994</td>
</tr>
<tr>
<td>Borrowing costs</td>
<td>14</td>
<td>539</td>
</tr>
<tr>
<td>Net Loss on disposal of property, infrastructure, plant and equipment</td>
<td>8</td>
<td>693</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td></td>
<td><strong>170,526</strong></td>
</tr>
<tr>
<td><strong>Surplus for the year</strong></td>
<td></td>
<td><strong>42,337</strong></td>
</tr>
<tr>
<td><strong>Other comprehensive income</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Items that will not be reclassified to surplus or deficit in future periods:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Net asset revaluation increment/(decrement)</td>
<td>20/27</td>
<td>72,233</td>
</tr>
<tr>
<td><strong>Total comprehensive result</strong></td>
<td></td>
<td><strong>114,570</strong></td>
</tr>
</tbody>
</table>

*The above comprehensive income statement should be read in conjunction with the accompanying notes.*
Balance Sheet
As at 30 June 2017

<table>
<thead>
<tr>
<th>Note</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$'000</td>
<td>$'000</td>
</tr>
</tbody>
</table>

Assets

Current assets

Cash and cash equivalents  16  11,329  30,112
Trade and other receivables  18  8,117  9,164
Other financial assets  17  102,100  58,100
Other assets  19  1,628  850
Total Current assets  123,174  98,226

Non-current assets

Property, infrastructure, plant and equipment  20  2,259,239  2,169,858
Investment property  21  4,769  4,723
Intangible assets  22  1,118  1,463
Total Non-current assets  2,265,154  2,176,071

Total Assets  2,388,328  2,274,297

Liabilities

Current liabilities

Trade and other payables  23  11,331  13,078
Provisions  24  3,763  3,184
Provisions  25  16,062  14,930
Interest bearing loans and borrowings  26  4,100  3,306
Total Current liabilities  35,256  34,498

Non-current liabilities

Provisions  25  1,257  863
Interest bearing loans and borrowings  26  14,765  16,455
Total Non-current liabilities  16,022  17,318

Total Liabilities  51,278  51,816

Net Assets  2,337,050  2,222,481

Equity

Accumulated surplus  27  1,342,369  1,302,585
Asset revaluation reserve  364,623  892,389
Other reserves  27  30,656  27,527
Total Equity  2,337,050  2,222,481

The above balance sheet should be read in conjunction with the accompanying notes.
## Statement of Changes in Equity

For the Year Ended 30 June 2017

<table>
<thead>
<tr>
<th>2017</th>
<th>Total $'000</th>
<th>Accumulated Surplus $'000</th>
<th>Asset Revaluation Reserve $'000</th>
<th>Asset Replacement Reserve $'000</th>
<th>Asset Development Reserve $'000</th>
<th>Other Reserves $'000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Note</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Balance as at 1 July 2016</td>
<td>2,222,481</td>
<td>1,302,565</td>
<td>892,389</td>
<td>2,075</td>
<td>12,836</td>
<td>12,616</td>
</tr>
<tr>
<td>Surplus for the year</td>
<td>42,337</td>
<td>42,337</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Net asset revaluation increment/ (decrement)</td>
<td>72,233</td>
<td>-</td>
<td>72,233</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Transfers to other reserves</td>
<td>27</td>
<td>-</td>
<td>(8,873)</td>
<td>-</td>
<td>4,871</td>
<td>4,001</td>
</tr>
<tr>
<td>Transfer from other reserves</td>
<td>27</td>
<td>-</td>
<td>6,341</td>
<td>-</td>
<td>(3,221)</td>
<td>(3,120)</td>
</tr>
<tr>
<td><strong>Balance as at 30 June 2017</strong></td>
<td><strong>2,337,050</strong></td>
<td><strong>1,342,369</strong></td>
<td><strong>964,623</strong></td>
<td><strong>2,075</strong></td>
<td><strong>14,486</strong></td>
<td><strong>13,497</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2016</th>
<th>Total $'000</th>
<th>Accumulated Surplus $'000</th>
<th>Asset Revaluation Reserve $'000</th>
<th>Asset Replacement Reserve $'000</th>
<th>Asset Development Reserve $'000</th>
<th>Other Reserves $'000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Note</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Balance as at 1 July 2015</td>
<td>2,169,120</td>
<td>1,259,497</td>
<td>887,058</td>
<td>2,019</td>
<td>9,717</td>
<td>10,829</td>
</tr>
<tr>
<td>Surplus for the year</td>
<td>48,030</td>
<td>48,030</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Net asset revaluation increment/ (decrement)</td>
<td>5,331</td>
<td>-</td>
<td>5,331</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Transfers to other reserves</td>
<td>27</td>
<td>-</td>
<td>(7,971)</td>
<td>-</td>
<td>4,556</td>
<td>3,323</td>
</tr>
<tr>
<td>Transfer from other reserves</td>
<td>27</td>
<td>-</td>
<td>3,009</td>
<td>-</td>
<td>(1,437)</td>
<td>(1,536)</td>
</tr>
<tr>
<td><strong>Balance as at 30 June 2016</strong></td>
<td><strong>2,222,481</strong></td>
<td><strong>1,302,565</strong></td>
<td><strong>892,389</strong></td>
<td><strong>2,075</strong></td>
<td><strong>12,836</strong></td>
<td><strong>12,616</strong></td>
</tr>
</tbody>
</table>

The above statement of changes in equity should be read in conjunction with the accompanying notes.
# Statement of Cash Flows

For the Year Ended 30 June 2017

<table>
<thead>
<tr>
<th>Note</th>
<th>2017 ($'000)</th>
<th>2016 ($'000)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inflows/ (Outflows)</td>
<td>Inflows/ (Outflows)</td>
<td></td>
</tr>
<tr>
<td><strong>Cash flows from operating activities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rates and charges</td>
<td>130,600</td>
<td>126,301</td>
</tr>
<tr>
<td>Grants – operating</td>
<td>35,338</td>
<td>28,899</td>
</tr>
<tr>
<td>Grants – capital</td>
<td>5,343</td>
<td>4,720</td>
</tr>
<tr>
<td>Contributions – monetary</td>
<td>6,148</td>
<td>5,166</td>
</tr>
<tr>
<td>Statutory fees and fines</td>
<td>9,397</td>
<td>10,099</td>
</tr>
<tr>
<td>User fees</td>
<td>22,224</td>
<td>19,407</td>
</tr>
<tr>
<td>Interest received</td>
<td>1,828</td>
<td>1,836</td>
</tr>
<tr>
<td>Other receipts</td>
<td>751</td>
<td>1,140</td>
</tr>
<tr>
<td>Trust funds and deposits taken</td>
<td>8,700</td>
<td>4,827</td>
</tr>
<tr>
<td>Repayment of trust funds and deposits</td>
<td>(8,121)</td>
<td>(13,676)</td>
</tr>
<tr>
<td>Employee costs</td>
<td>(71,341)</td>
<td>(77,334)</td>
</tr>
<tr>
<td>Materials and services</td>
<td>(72,939)</td>
<td>(85,613)</td>
</tr>
<tr>
<td><strong>Net cash provided by / (used in) operating activities</strong></td>
<td>67,927</td>
<td>45,771</td>
</tr>
</tbody>
</table>

| **Cash flows from investing activities** | | |
| Payments for property, infrastructure, plant and equipment | (41,368) | (38,634) |
| Proceeds from sale of property, infrastructure, plant and equipment | 93 | 18,782 |
| Payments for investments | 17 (107,000) | (83,000) |
| Proceeds from sale of investments | 17 63,000 | 41,001 |
| **Net cash provided by / (used in) investing activities** | (85,275) | (61,851) |

| **Cash flows from financing activities** | | |
| Finance costs | (539) | (591) |
| Proceeds from borrowings | 3,250 | 3,395 |
| Repayment of borrowings | (4,146) | (4,390) |
| **Net cash provided by / (used in) financing activities** | (1,435) | (1,586) |

Net increase (decrease) in cash and cash equivalents | (18,783) | (17,666) |

Cash and cash equivalents at the beginning of the financial year | 30,112 | 47,778 |

Cash and cash equivalents at the end of the financial year | 11,329 | 30,112 |

Financing arrangements | 29 |
Restrictions on cash assets | 16 |

The above statement of cash flows should be read in conjunction with the accompanying notes.
## Statement of Capital Works

**For the Year Ended 30 June 2017**

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$'000</td>
<td>$'000</td>
</tr>
<tr>
<td><strong>Property</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Land</td>
<td>8</td>
<td>271</td>
</tr>
<tr>
<td>Land improvements</td>
<td>988</td>
<td>411</td>
</tr>
<tr>
<td><strong>Total Land</strong></td>
<td>994</td>
<td>682</td>
</tr>
<tr>
<td>Buildings</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Building improvements</td>
<td>21,403</td>
<td>2,492</td>
</tr>
<tr>
<td>Leasehold improvements</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Buildings</strong></td>
<td>21,403</td>
<td>20,454</td>
</tr>
<tr>
<td><strong>Total Property</strong></td>
<td>22,397</td>
<td>21,136</td>
</tr>
<tr>
<td><strong>Plant and equipment</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Plant, machinery and equipment</td>
<td>602</td>
<td></td>
</tr>
<tr>
<td>Computers and telecommunications</td>
<td>1,245</td>
<td>886</td>
</tr>
<tr>
<td>Library books</td>
<td>1,185</td>
<td>946</td>
</tr>
<tr>
<td><strong>Total Plant and equipment</strong></td>
<td>3,032</td>
<td>1,832</td>
</tr>
<tr>
<td><strong>Infrastructure</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Roads</td>
<td>7,117</td>
<td>6,826</td>
</tr>
<tr>
<td>Bridges</td>
<td></td>
<td>250</td>
</tr>
<tr>
<td>Footpaths and cycleways</td>
<td>1,413</td>
<td>1,339</td>
</tr>
<tr>
<td>Drainage</td>
<td>3,639</td>
<td>4,052</td>
</tr>
<tr>
<td>Recreational, leisure and community facilities</td>
<td>3,667</td>
<td>2,677</td>
</tr>
<tr>
<td>Parks, open space and streetscapes</td>
<td>4,625</td>
<td>3,567</td>
</tr>
<tr>
<td>Off street car parks</td>
<td>455</td>
<td>1,275</td>
</tr>
<tr>
<td>Other infrastructure</td>
<td>329</td>
<td>385</td>
</tr>
<tr>
<td><strong>Total Infrastructure</strong></td>
<td>21,245</td>
<td>20,351</td>
</tr>
<tr>
<td><strong>Total Capital works expenditure</strong></td>
<td>46,674</td>
<td>43,319</td>
</tr>
</tbody>
</table>

**Represented by:**

- New asset expenditure: 4,644, 2,896
- Asset renewal expenditure: 27,288, 27,178
- Asset expansion expenditure: 2,953, 1,936
- Asset upgrade expenditure: 11,779, 11,309

**Total Capital works expenditure:** 46,674, 43,319

*The above statement of capital works should be read in conjunction with the accompanying notes.*
Notes to the Financial Report
For the Year Ended 30 June 2017

Introduction

Kingston City Council was established by an Order of the Governor in Council on 15th December 1994 and is a body corporate. The Council’s main office is located at 1230 Nepean Highway, Cheltenham Victoria.

Statement of compliance

These financial statements are a general purpose financial report that consists of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows, Statement of Capital Works and Notes accompanying these financial statements. The general purpose financial report complies with the Australian Accounting Standards (AAS), other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1989, and the Local Government (Planning and Reporting) Regulations 2014.

NOTE 1 Significant accounting policies

(a) Basis of accounting

The accrual basis of accounting has been used in the preparation of these financial statements, whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

Judgements, estimates and assumptions are required to be made about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated judgements are based on professional judgement derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

Revisions to accounting estimates are recognised in the period in which the estimate is revised and also in future periods that are affected by the revision. Judgements and assumptions made by management in the application of Australian Accounting Standards that have significant effects on the financial statements and estimates relate to:

- the fair value of land, buildings and infrastructure, plant and equipment and intangibles (refer to note 1(i))
- the determination of depreciation for buildings, property, infrastructure, plant and equipment and intangibles (refer to note 1(k))
- the determination of employee provisions (refer to note 1q)).

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation, and disclosure has been made of any material changes to comparatives.

(b) Changes in accounting policies

There have been no changes in accounting policies from the previous period.

(c) Committees of Management

All entities controlled by Council that have material revenues, expenses, assets or liabilities, such as committees of management, have been included in this financial report. Any transactions between these entities and Council have been eliminated in full.
Appendix 1
11.1 Adoption of Financial Statements to 30 June 2017 - DRAFT2 Annual Financial Report for Year Ending 30
June 2017

Notes to the Financial Report
For the Year Ended 30 June 2017

NOTE 1 Significant accounting policies (cont’d)

(d) Revenue recognition

Income is recognised when the Council obtains control of the contribution or the right to receive the
contribution. It is probable that the economic benefits comprising the contribution will flow to the
Council and the amount of the contribution can be measured reliably.

Rates and charges
Annual rates and charges are recognised as revenue when Council issues annual rates notices.
Supplementary rates are recognised when a valuation and reassessment is completed and a
supplementary rates notice issued.

Statutory fees and fines
Statutory fees and fines (including parking fees and fines) are recognised as revenue when the
service has been provided, the payment is received, or when the penalty has been applied,
whichever first occurs.

User fees
User fees are recognised as revenue when the service has been provided or the payment is
received, whichever first occurs.

Grants
Grant income is recognised when Council obtains control of the contribution. This is normally
obtained upon their receipt (or acquittal) or upon earlier notification that a grant has been secured,
and valued at their fair value at the date of transfer.

Where grants or contributions recognised as revenues during the financial year were obtained on
condition that they be expended in a particular manner or used over a particular period and those
conditions were undischarged at balance date, the unused grant or contribution is disclosed in Note
6. The note also discloses the amount of unused grant or contribution from prior years that was
expended on Council’s operations during the current year.

Contributions
Monetary and non-monetary contributions are recognised as revenue when Council obtains control
over the contributed asset.

Sale of property, infrastructure, plant and equipment
The profit or loss on sale of an asset is determined when control of the asset has irrevocably passed
to the buyer.

Rental
Rentals are recognised as revenue when the payment is due or the payment is received, whichever
occurs first.

Interest
Interest is recognised as it is earned.

Other income
Other income is measured at the fair value of the consideration received or receivable and is
recognised when Council gains control over the right to receive the income.

(e) Fair Value measurement

Council measures certain assets and liabilities at fair value where required or permitted by Australian
Accounting Standards. AASB 13 Fair value measurement, aims to improve consistency and reduce
complexity by providing a definition of fair value and a single source of fair value measurement and
disclosure requirements for use across Australian Accounting Standards.
Notes to the Financial Report
For the Year Ended 30 June 2017

NOTE 1 Significant accounting policies (cont’d)

(e) Fair Value measurement (cont’d)

AASB 13 defines fair value as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Fair value under AASB 13 is an exit price regardless of whether that price is directly observable or estimated using another valuation technique.

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within a fair value hierarchy, described as follows, based on the lowest level input that is significant to the fair value measurement as a whole:

Level 1 — Quoted (unadjusted) market prices in active markets for identical assets or liabilities
Level 2 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable; and
Level 3 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable.

For the purpose of fair value disclosures, Council has determined classes of assets and liabilities on the basis of the nature, characteristics and risks of the asset or liability and the level of the fair value hierarchy as explained above.

In addition, Council determines whether transfers have occurred between levels in the hierarchy by re-assessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period. Refer Note 20.

(f) Cash and cash equivalents

Cash and cash equivalents include cash on hand, deposits at call, and other highly liquid investments with original maturities of 90 days or less, net of outstanding bank overdrafts.

(g) Trade and other receivables

Short term receivables are carried at invoice amount as amortised cost using the effective interest rate method would not impact the carrying value. A provision for doubtful debts is recognised when there is objective evidence that an impairment has occurred. Long term receivables are carried at amortised cost using the effective interest rate method.

(h) Other financial assets

Other financial assets are valued at fair value, being market value, at balance date. Term deposits are measured at amortised cost. Any unrealised gains and losses on holdings at balance date are recognised as either a revenue or expense. Generally these are highly liquid investments with original maturities of 90 days or more.

(i) Non-current assets classified as held for sale

A non-current asset classified as held for sale (including disposal groups) is measured at the lower of its carrying amount and fair value less costs to sell, and are not subject to depreciation. Non-current assets, disposal groups and related liabilities and assets are treated as current and classified as held for sale if their carrying amount will be recovered through a sale transaction rather than through continuing use. This condition is regarded as met only when the sale is highly probable and the asset’s sale (or disposal group sale) is expected to be completed within 12 months from the date of classification.
Notes to the Financial Report
For the Year Ended 30 June 2017

NOTE 1 Significant accounting policies (cont’d)

(g) Recognition and measurement of property, infrastructure, plant and equipment, intangibles

Acquisition
The purchase method of accounting is used for all acquisitions of assets, being the fair value of assets provided as consideration at the date of acquisition plus any incidental costs attributable to the acquisition. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date.

Where assets are constructed by Council, cost includes all materials used in construction, direct labour, borrowing costs incurred during construction, and an appropriate share of directly attributable variable and fixed overheads.

In accordance with Council’s policy, the threshold limits detailed in Note 1(k) have applied when recognising assets within an applicable asset class and unless otherwise stated are consistent with the prior year.

Revaluation
Subsequent to the initial recognition of assets, non-current physical assets, other than plant and equipment, are measured at their fair value, being the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. At balance date, the Council reviewed the carrying value of the individual classes of assets measured at fair value to ensure that each asset materially approximated its fair value. Where the carrying value materially differed from the fair value at balance date, the class of asset was revalued.

Fair value valuations are determined in accordance with a valuation hierarchy. Changes to the valuation hierarchy will only occur if an external change in the restrictions or limitations of use of an asset result in changes to the permissible or practical highest and best use of the asset. Further details regarding the fair value hierarchy are disclosed at Note 20 Property, infrastructure, plant and equipment.

In addition, Council usually undertakes a formal valuation of land, buildings and infrastructure assets on a regular basis ranging from 2 to 4 years. The valuation is performed either by experienced council officers or independent experts. A formal independent revaluation of land and building assets was performed in 2016.

Where the assets are revalued, the revaluation increments are credited directly to the asset revaluation reserve except to the extent that an increment reverses a prior year decrement for that class of asset that had been recognised as an expense in which case the increment is recognised as revenue up to the amount of the expense. Revaluation decrements are recognised as an expense except where prior increments are included in the asset revaluation reserve for that class of asset in which case the decrement is taken to the reserve to the extent of the remaining increments. Within the same class of assets, revaluation increments and decrements within the year are offset.

Land under roads
Council recognises land under roads it controls at fair value.

Intangible asset – software
Purchased software is recognised as an intangible asset if it meets the recognition threshold of $50,000. Purchased software is measured at cost less accumulated amortisation and impairment costs over a finite life not exceeding five years. The purchase price and any directly attributable costs of preparing the software for operation are included in the cost of the intangible asset. All expenditure below the threshold and ongoing maintenance and fees related to the software is expensed when incurred. Operating software integral to the operation of a personal computer is recorded as Property, Plant and Equipment.
Appendix 1

11.1 Adoption of Financial Statements to 30 June 2017 - DRAFT2 Annual Financial Report for Year Ending 30 June 2017

Notes to the Financial Report
For the Year Ended 30 June 2017

NOTE 1 Significant accounting policies (cont’d)

(k) Depreciation and amortisation of property, infrastructure, plant and equipment and intangibles

Buildings, land improvements, plant and equipment, infrastructure and other assets having limited useful lives are systematically depreciated over their useful lives to the Council in a manner which reflects consumption of the service potential embodied in those assets. Estimates of remaining useful lives and residual values are made on a regular basis with major asset classes reassessed annually. Depreciation rates and methods are reviewed annually.

Where assets have separate identifiable components that are subject to regular replacement, these components are assigned distinct useful lives and residual values and a separate depreciation rate is determined for each component.

Road earthworks are not depreciated on the basis that they are assessed as not having a limited useful life. Straight line depreciation is charged based on the residual useful life as determined each year. Depreciation periods used are listed below and are consistent with the prior year unless otherwise stated.

Asset recognition thresholds and depreciation periods:

<table>
<thead>
<tr>
<th></th>
<th>Depreciation Period</th>
<th>Purchase/ Construction $ 000</th>
<th>Asset Improvement $ 000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Property</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>land</td>
<td>N/A</td>
<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td>land under roads</td>
<td>N/A</td>
<td>10</td>
<td>N/A</td>
</tr>
<tr>
<td>land improvements (excluding building)</td>
<td>10-50</td>
<td>N/A</td>
<td>20</td>
</tr>
<tr>
<td>Buildings</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>buildings</td>
<td>20-150</td>
<td>-</td>
<td>20</td>
</tr>
<tr>
<td>leasehold improvements</td>
<td>10</td>
<td>-</td>
<td>20</td>
</tr>
<tr>
<td>Plant and equipment</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>plant and machinery</td>
<td>3-10</td>
<td>5</td>
<td>N/A</td>
</tr>
<tr>
<td>equipment</td>
<td>3-5</td>
<td>2</td>
<td>N/A</td>
</tr>
<tr>
<td>Infrastructure</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>road pavements and seals</td>
<td>25-100</td>
<td>-</td>
<td>50</td>
</tr>
<tr>
<td>road kerb, channel and minor culverts</td>
<td>80</td>
<td>-</td>
<td>50</td>
</tr>
<tr>
<td>Bridges</td>
<td>100</td>
<td>-</td>
<td>50</td>
</tr>
<tr>
<td>footpaths and cycleways</td>
<td>60</td>
<td>-</td>
<td>50</td>
</tr>
<tr>
<td>Drainage</td>
<td>100</td>
<td>-</td>
<td>25</td>
</tr>
<tr>
<td>street furniture</td>
<td>10</td>
<td>10</td>
<td>10</td>
</tr>
<tr>
<td>traffic control</td>
<td>10</td>
<td>10</td>
<td>10</td>
</tr>
<tr>
<td>Heritage and culture</td>
<td>100</td>
<td>1</td>
<td>25</td>
</tr>
<tr>
<td>Library books</td>
<td>5</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Intangibles - software</td>
<td>5</td>
<td>50</td>
<td>N/A</td>
</tr>
</tbody>
</table>
Notes to the Financial Report
For the Year Ended 30 June 2017

NOTE 1  Significant accounting policies (cont’d)

(l)  Repairs and maintenance

Routine maintenance, repair costs, and minor renewal costs are expensed as incurred. Where the repair relates to the replacement of a component of an asset and the cost exceeds the capitalisation threshold the cost is capitalised and depreciated. The carrying value of the replaced asset is expensed.

(m)  Investment property

Investment property is held to generate long-term rental yields. Investment property is measured initially at cost, including transaction costs. Costs incurred subsequent to initial acquisition are capitalised when it is probable that future economic benefit in excess of the originally assessed performance of the asset will flow to the Council. Subsequent to initial recognition at cost, investment property is carried at fair value, determined annually by independent valuers. Changes to fair value are recorded in the comprehensive income statement in the period that they arise. Rental income from the leasing of investment properties is recognised in the comprehensive income statement on a straight line basis over the lease term.

(n)  Impairment of assets

At each reporting date, the Council reviews the carrying value of its assets to determine whether there is any indication that these assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset’s fair value less costs to sell and value in use, is compared to the assets carrying value. Any excess of the assets carrying value over its recoverable amount is expensed to the comprehensive income statement unless the asset is carried at the revalued amount in which case, the impairment loss is recognised directly against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that same class of asset.

(o)  Trust funds and deposits

Amounts received as tender deposits and retention amounts controlled by Council are recognised as trust funds until they are returned, transferred in accordance with the purpose of the receipt or forfeited (refer to note 24).

(p)  Borrowings

Borrowings are initially measured at fair value, being the cost of the interest bearing liabilities, net of transaction costs. The measurement basis subsequent to initial recognition depends on whether the Council has categorised its interest-bearing liabilities as either financial liabilities designated at fair value through the profit and loss, or financial liabilities at amortised cost. Any difference between the initial recognised amount and the redemption value is recognised in net result over the period of the borrowing using the effective interest method.

The classification depends on the nature and purpose of the interest bearing liabilities. The Council determines the classification of its interest bearing liabilities at initial recognition.
Notes to the Financial Report
For the Year Ended 30 June 2017

NOTE 1 Significant accounting policies (cont’d)

(p) Borrowings (cont’d)

Borrowing costs
Borrowing costs are recognised as an expense in the period in which they are incurred, except where they are capitalised as part of a qualifying asset constructed by Council. Except where specific borrowings are obtained for the purpose of specific asset acquisition, the weighted average interest rate applicable to borrowings at balance date, excluding borrowings associated with superannuation, is used to determine the borrowing costs to be capitalised.

Borrowing costs include interest on bank overdrafts, interest on borrowings and finance lease charges.

(q) Employee costs and benefits

The calculation of employee costs and benefits includes all relevant on costs and are calculated as follows at reporting date:

Wages and salaries and annual leave
Liabilities for wages and salaries, including non-monetary benefits, annual leave and accumulated sick leave expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits in respect of employee services up to the reporting date, classified as current liabilities and measured at their nominal values.

Liabilities that are not expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits as non-current liabilities, measured at present value of the amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.

Long service leave
Liability for Long Service Leave (LSL) is recognised in the provision for employee benefits.

Current Liability - unconditional LSL representing 7 years of service is disclosed as a current liability even when the Council does not expect to settle the liability within 12 months because it does not have the unconditional right to defer settlement of the entitlement should an employee take leave within 12 months.

The components of this current liability are measured at:
- present value - component that is not expected to be settled within 12 months.
- nominal value - component that is expected to be wholly settled within 12 months.

Classification of employee costs
Non-current liability - conditional LSL that has been accrued, where an employee is yet to reach a qualifying term of employment (7 years of service), is disclosed as a non-current liability. There is an unconditional right to defer settlement of the entitlement until the employee has completed the requisite years of service.

This non-current LSL liability is measured at present value.

Termination benefits
Termination benefits are payable when employment is terminated before the normal retirement date, or when an employee accepts voluntary redundancy in exchange for these benefits. The Council recognises termination benefits when it is demonstrably committed to either terminating the employment of current employees according to a detailed formal plan without possibility of withdrawal or providing termination benefits as a result of an offer made to encourage voluntary redundancy. Benefits falling due more than 12 months after balance sheet date are discounted to present value.
Appendix 1

11.1 Adoption of Financial Statements to 30 June 2017 - DRAFT2 Annual Financial Report for Year Ending 30 June 2017

Notes to the Financial Report
For the Year Ended 30 June 2017

NOTE 1 Significant accounting policies (cont’d)

(q) Employee costs and benefits (cont’d)

On-costs
Employee benefits on-costs (workers compensation, superannuation, annual leave and long service leave accrued while on LSL taken in service) are recognised separately from provision for employee benefits.

(r) Landfill rehabilitation provision

Council is obligated to restore landfill sites to a particular standard. The forecast life of the site is based on current estimates of remaining capacity and the forecast rate of infill. The provision for landfill restoration has been calculated based on the present value of the expected cost of works to be undertaken. The expected cost of works has been estimated based on current understanding of work required to reinstate the site to a suitable standard. Accordingly, the estimation of the provision required is dependent on the accuracy of the forecast timing of the work, work required and related costs.

(s) Leases

Finance leases
Leases of assets where substantially all the risks and benefits incidental to ownership of the asset, but not the legal ownership, are transferred to the Council are classified as finance leases. Finance leases are capitalised, recording an asset and a liability at the lower of fair value of the asset and the present value of the minimum lease payments, including any guaranteed residual value. Lease payments are allocated between the reduction of the lease liability and the interest expense. Leased assets are amortised on a straight line basis over their estimated useful lives to the Council where it is likely that the Council will obtain ownership of the asset or over the term of the lease, whichever is the shorter. Council currently has no assets under a finance lease arrangement.

Operating leases
Lease payments for operating leases are required by the accounting standard to be recognised on a straight line basis, rather than expensed in the years in which they are incurred.

Leasehold improvements
Leasehold improvements are recognised at cost and are amortised over the unexpired period of the lease or the estimated useful life of the improvement, whichever is the shorter.

(t) Goods and Services Tax (GST)

Revenues, expenses, and assets are recognised net of the amount of goods and services tax (GST), except where the amount of GST incurred is not recoverable from the Australian Tax Office. In these circumstances the GST is recognised as part of the cost of acquisition of an asset or as part of an item of expense. Receivables and payables in the balance sheet are shown inclusive of GST. Cash flows are presented in the Statement of Cash Flows on a gross basis, except for the GST component of investing and financing activities, which are disclosed as operating cash flows.

(u) Financial guarantees

Financial guarantee contracts are not recognised as a liability in the balance sheet unless the lender has exercised their right to call on the guarantee or Council has other reasons to believe that it is probable that that right will be exercised. Details of guarantees that Council has provided, that are not recognised in the balance sheet are disclosed at Note 33 contingent liabilities and contingent assets.
Appendix I

11.1 Adoption of Financial Statements to 30 June 2017 - DRAFT2 Annual Financial Report for Year Ending 30 June 2017

Notes to the Financial Report
For the Year Ended 30 June 2017

NOTE 1 Significant accounting policies (cont’d)

(v) Contingent assets and contingent liabilities and commitments

Contingent assets and contingent liabilities are not recognised in the Balance Sheet, but are disclosed by way of a Note and, if quantifiable, are measured at nominal value. Contingent assets and liabilities are presented inclusive of GST receivable or payable respectively.

Commitments are not recognised in the Balance Sheet. Commitments are disclosed at their nominal value by way of Note and presented inclusive of the GST payable.

(w) Pending accounting standards

The following new AASB’s have been issued that are not mandatory for the 30 June 2017 reporting period.

Revenue from contracts with customers (AASB 15) (applies 2018/19)
The standard shifts the focus from the transaction-level to a contract-based approach. Recognition is determined based on what the customer expects to be entitled to (rights and obligations), while measurement encompasses estimation by the entity of the amount expected to be entitled for performing under the contract. The full impact of this standard is not known however it is most likely to impact where contracts extend over time, where there are rights and obligations that may vary the timing or amount of the consideration, or where there are multiple performance elements. This has the potential to impact on the recognition of certain grant income.

Leases (AASB 16) (applies 2019/20)
The classification of leases as either finance leases or operating leases is eliminated for lessees. Leases will be recognised in the Balance Sheet by capitalising the present value of the minimum lease payments and showing a ‘right-of-use’ asset, while future lease payments will be recognised as a financial liability. The nature of the expense recognised in the profit or loss will change. Rather than being shown as rent, or as leasing costs, it will be recognised as depreciation on the ‘right-of-use’ asset, and an interest charge on the lease liability. The interest charge will be calculated using the effective interest method, which will result in a gradual reduction of interest expense over the lease term. Council has a significant number of leases that will be impacted as a result of this change.

Financial Instruments (AASB 9) (applies 2018/19)
The key changes include the simplified requirements for the classification and measurement of financial assets, a new hedging accounting model and a revised impairment loss model to recognise impairment losses earlier, as opposed to the current approach that recognises impairment only when incurred. While there will be no significant impact arising from AASB 9, there will be a change to the way financial instruments are disclosed.

Income of Not-for-Profit Entities (AASB 1058) (applies 2019/20)
This standard replaces AASB 1004 Contributions and establishes revenue recognition principles for transactions where the consideration to acquire an asset is significantly less than fair value to enable to not-for-profit entity to further its objectives. The assessment has indicated that revenue from capital grants that are provided under an enforceable agreement that have sufficiently specific obligations, will now be deferred and recognised as performance obligations are satisfied. As a result, the timing recognition of revenue will change.

(x) Rounding

Unless otherwise stated, amounts in the financial report have been rounded to the nearest thousand dollars. Figures in the financial statement may not equate due to rounding.
Appendix 1

11.1 Adoption of Financial Statements to 30 June 2017 - DRAFT2 Annual Financial Report for Year Ending 30 June 2017

Notes to the Financial Report
For the Year Ended 30 June 2017

NOTE 2  Budget comparisons

The budget comparison notes compare Council’s financial plan, expressed through its annual budget, with actual performance. The Local Government (Planning and Reporting) Regulations 2014 require explanation of any material variances. Council has adopted a materiality threshold of 10 percent where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

The budget figures detailed below are those adopted by Council on 14 June 2016. The Budget was based on assumptions that were relevant at the time of adoption of the Budget. Council sets guidelines and parameters for income and expense targets in this budget in order to meet Council’s planning and financial performance targets for both the short and long-term. The budget did not reflect any changes to equity resulting from asset revaluations, as their impacts were not considered predictable.

These notes are prepared to meet the requirements of the Local Government Act 1989 and the Local Government (Planning and Reporting) Regulations 2014.

a) Income and Expenditure

<table>
<thead>
<tr>
<th></th>
<th>Budget 2017</th>
<th>Actual 2017</th>
<th>Variance 2017</th>
<th>F/ U</th>
<th>Variance 2017 F/ U</th>
<th>Ref</th>
</tr>
</thead>
<tbody>
<tr>
<td>Income</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rates and charges (i)</td>
<td>129,012</td>
<td>130,138</td>
<td>1,126</td>
<td>F</td>
<td>0.9</td>
<td>F</td>
</tr>
<tr>
<td>Statutory fees and fines</td>
<td>7,858</td>
<td>9,397</td>
<td>1,539</td>
<td>F</td>
<td>19.6</td>
<td>F</td>
</tr>
<tr>
<td>User fees</td>
<td>20,923</td>
<td>22,103</td>
<td>1,180</td>
<td>F</td>
<td>5.6</td>
<td>F</td>
</tr>
<tr>
<td>Grants - Operating</td>
<td>31,237</td>
<td>35,338</td>
<td>4,101</td>
<td>F</td>
<td>13.1</td>
<td>F</td>
</tr>
<tr>
<td>Grants - Capital</td>
<td>6,085</td>
<td>5,343</td>
<td>258</td>
<td>F</td>
<td>5.1</td>
<td>F</td>
</tr>
<tr>
<td>Contributions - monetary</td>
<td>396</td>
<td>6,148</td>
<td>5,752</td>
<td>F</td>
<td>1452.5</td>
<td>F</td>
</tr>
<tr>
<td>Contributions – non-monetary</td>
<td>(1,000)</td>
<td>(1,000)</td>
<td>(100)</td>
<td>U</td>
<td>(100)</td>
<td>U</td>
</tr>
<tr>
<td>Other income</td>
<td>2,214</td>
<td>4,349</td>
<td>2,135</td>
<td>F</td>
<td>96.4</td>
<td>F</td>
</tr>
<tr>
<td>Fair Value adjustment</td>
<td>-</td>
<td>47</td>
<td>47</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Income</td>
<td>197,725</td>
<td>212,863</td>
<td>15,137</td>
<td>F</td>
<td>7.7</td>
<td>F</td>
</tr>
</tbody>
</table>

Expenses

<p>| | | | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee costs</td>
<td>74,711</td>
<td>72,888</td>
<td>1,823</td>
<td>F</td>
<td>2.4</td>
<td>F</td>
</tr>
<tr>
<td>Materials and services</td>
<td>74,842</td>
<td>71,369</td>
<td>3,473</td>
<td>F</td>
<td>4.6</td>
<td>F</td>
</tr>
<tr>
<td>Bad and doubtful debts</td>
<td>50</td>
<td>43</td>
<td>7</td>
<td>F</td>
<td>14.0</td>
<td>F</td>
</tr>
<tr>
<td>Depreciation and amortisation</td>
<td>26,500</td>
<td>24,994</td>
<td>1,506</td>
<td>F</td>
<td>5.7</td>
<td>F</td>
</tr>
<tr>
<td>Borrowing costs</td>
<td>807</td>
<td>539</td>
<td>268</td>
<td>F</td>
<td>33.2</td>
<td>F</td>
</tr>
<tr>
<td>Net loss on disposal of property, infrastructure, plant and equipment</td>
<td>-</td>
<td>863</td>
<td>(693)</td>
<td>U</td>
<td>(693)</td>
<td>U</td>
</tr>
<tr>
<td>Total Expenses</td>
<td>176,910</td>
<td>170,526</td>
<td>6,384</td>
<td>F</td>
<td>3.6</td>
<td>F</td>
</tr>
</tbody>
</table>

Surplus (deficit) for the year  

<p>| | | | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>(i)</td>
<td>20,815</td>
<td>42,337</td>
<td>21,521</td>
<td>F</td>
<td>103.4</td>
<td>F</td>
</tr>
</tbody>
</table>

* F = Favourable, U = Unfavourable
## Notes to the Financial Report

For the Year Ended 30 June 2017

### NOTE 2  Budget comparisons (cont’d)

#### a) Income and Expenditure (cont’d)

<table>
<thead>
<tr>
<th>Ref</th>
<th>Item</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Statutory fees &amp; Fines</td>
<td>Statutory Fees and Fines are favourable by $1.5 million mainly due to an increase in application fees by the State Government in October 2016 that are levied and in the number of applications received in the City Development department ($1.0 million favourable).</td>
</tr>
<tr>
<td>2</td>
<td>Grants - Operating</td>
<td>Grants &amp; Subsidies total revenue is $35.3 million and is $4.1 million favourable to budget. The major contributor to this result is AccessCare which is $1.8 million favourable due to the timing of receipts, the cumulative effects of higher than budgeted income, and receiving payments in November for the unbudgeted additional packages delivered last financial year. Victorian Grants Commission funding from the Commonwealth Government, which was to be received in 2017/18 financial year has seen half of next year’s payments brought forward into the 2016/17 financial year ($2.2 million favourable).</td>
</tr>
<tr>
<td>3</td>
<td>Contributions</td>
<td>Contributions are favourable by $5.7 million largely due to unbudgeted cash contributions received from developers ($4.9 million) for contributions payable to Council under the Subdivision of Land Act for open space cash contributions in lieu of land. There were also several capital contributions totalling $251k received throughout the year that were not budgeted for including contributions from Chelsea Callithenics ($65k) for building works, Bayside Council for resurfacing works on Chainman Road ($34k) and the Mordialloc Community Centre ($47k) for building works. These contributions are offset by Capital expenditure in the current financial year. Capital Contributions were also received from APT Touring in 2016/17 of $40k for the installation of LED lights that took place in the 2014/15 financial year at 1230 Nepean Highway.</td>
</tr>
<tr>
<td>4</td>
<td>Other Income</td>
<td>Other income of $4.4 million is favourable to budget by $2.2 million primarily due to found assets that include $1.2 million of Road infrastructure (These are not newly constructed roads for the year, they represent additional recording of road assets due to improved accuracy of data since moving all Council roads to the new asset management system). Interest income is $1.4 million favourable due to temporary higher levels of cash reserves. The budget for Other Income includes interest on rates and charges which is now included under rates and charges.</td>
</tr>
<tr>
<td>5</td>
<td>Bad &amp; Doubtful Debts</td>
<td>Bad &amp; doubtful debts are marginally favourable to budget by $7k.</td>
</tr>
<tr>
<td>6</td>
<td>Borrowing Costs</td>
<td>Borrowing costs total $539k and are $268k favourable to budget. This variance is part due to not proceeding with the $1.5 million planned borrowings in the 2016/17 financial year for the street light replacement program.</td>
</tr>
<tr>
<td>7</td>
<td>Net Loss on Disposal of Infrastructure, Property, Plant and Equipment</td>
<td>A book (non cash) net loss from the disposal of assets totalling $0.7 million are due to the demolition of three council properties at Mentone, Bonbeach and Carrum as part of Council’s building renewal program. Net proceeds received for the sale of Council plant include 8 council vehicles and trailers ($0.1 million favourable).</td>
</tr>
</tbody>
</table>
Appendix 1

Notes to the Financial Report
For the Year Ended 30 June 2017

<table>
<thead>
<tr>
<th>Property</th>
<th>Budget 2017</th>
<th>Actual 2017</th>
<th>Variance 2017</th>
<th>F</th>
<th>Variance 2017</th>
<th>F</th>
<th>Ref</th>
</tr>
</thead>
<tbody>
<tr>
<td>Land</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Land improvements</td>
<td>-</td>
<td>8</td>
<td>(8)</td>
<td>U</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Land</td>
<td>3,212</td>
<td>986</td>
<td>2,226</td>
<td>F</td>
<td>69.3</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Buildings</td>
<td>20,733</td>
<td>21,403</td>
<td>(670)</td>
<td>U</td>
<td>(3.2)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Building improvements</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Buildings</td>
<td>20,733</td>
<td>21,403</td>
<td>(670)</td>
<td>U</td>
<td>(3.2)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Property</td>
<td>23,945</td>
<td>22,397</td>
<td>1,548</td>
<td>F</td>
<td>6.5</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Plant and equipment

- Plant, machinery and equipment: 500, 602, (102) U, (20.4) 2
- Computers and telecommunications: 2,039, 1,245, 794 F, 38.9 3
- Library books: - 1,185, (1,185) U

Total Plant and equipment: 2,539, 3,032, (493) F, 19.4

Infrastructure

- Roads: 9,051, 7,117, 1,934 F, 21.4 4
- Footpaths and cycleways: 2,360, 1,413, 947 F, 40.1 5
- Drainage: 3,480, 3,639, (159) U, (4.6)
- Off street car parks: 450, 455, (5) U, (1.1)
- Recreational, leisure and community facilities: 7,348, 3,667, 3,681 F, 50.1 6
- Parks, open space and streetscapes: 5,057, 4,625, 432 F, 8.5
- Other infrastructure: 2,155, 329, 1,826 F, 84.7 7

Total Infrastructure: 29,961, 21,245, 8,656 F, 28.9

Total Capital Works expenditure: 56,385, 46,674, 9,711 F, 17.2

Represented by:

- New asset expenditure: 4,374, 4,644, (270) U, (6.2)
- Asset renewal expenditure: 34,086, 27,298, 6,788 F, 19.9
- Asset expansion expenditure: 4,209, 2,853, 1,356 F, 29.8
- Asset upgrade expenditure: 13,706, 11,779, 1,927 F, 14.1

Total Capital Works Expenditure: 56,385, 46,674, 9,711 F, 17.2
### Appendix 1

#### 11.1 Adoption of Financial Statements to 30 June 2017 - DRAFT2 Annual Financial Report for Year Ending 30 June 2017

---

**Notes to the Financial Report**

*For the Year Ended 30 June 2017*

**NOTE 2**  
**Budget comparisons (cont’d)**

**b) Capital Works (cont’d)**

**(i) Explanation of material variances**

<table>
<thead>
<tr>
<th>Ref</th>
<th>Item</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Land Improvements</td>
<td>Favourable outcome of $2.2 million is primarily related to the Elder St Land Remediation Project. Council negotiated with the Level Crossing Removal Authority for fill material to be sourced from railway grade separation works to be placed on the Elder Street site saving $1 million in fill costs. $1 million for Elder St has been carried over to 2017/18 to fund landscaping and plant for establishment of a new public park at Elder St.</td>
</tr>
<tr>
<td>2</td>
<td>Plant, Machinery and Equipment</td>
<td>Unfavourable expenditure $100k over budget is due to renewal of Gymnasium equipment at Council’s Leisure Centres being funded from the capital budget rather than by borrowings.</td>
</tr>
<tr>
<td>3</td>
<td>Computers &amp; Telecommunications</td>
<td>Favourable balance of $800k comprises $200k of ICT Strategy Implementation rescheduled to 2017/18, $200k of Library Management Software (at Tender), $140k of Savings with a GIS project not proceeding and approx. $230k of various purchasing commitments carrying forward to 2017/18</td>
</tr>
<tr>
<td>4</td>
<td>Roads</td>
<td>Favourable $1.9 million below allocation is due to $580k reduction to the budgeted Roads to Recovery grant income. $840k of Mentone Renaissance rescheduled to 2017/18 pending progression of private development in &quot;The Triangle&quot;. $300k Carry Over to support Implementation of Wilson Street local area traffic management works, $70k carry over to support rollout of traffic signal upgrade program.</td>
</tr>
<tr>
<td>5</td>
<td>Footpaths &amp; Cycleways</td>
<td>Favourable spend $1 million under budget. $200k for Bay Trail Implementation rescheduled to 2017/18. Allocations of $545k for Bike &amp; Walking Trails and $350k for East-West Cycleway have also been carried over to 2017/18 with Implementation pending outcome of a strategic review and gap analysis of the cycling network.</td>
</tr>
<tr>
<td>6</td>
<td>Recreational, leisure &amp; community facilities</td>
<td>The favourable $3.7 million outcome is due to projects being rescheduled to 2017/18 to enable completion of consultations and approval of final design. These include: $650k for South Ward Netball Facilities; $1.1 million GR Brickell Athletics track (WIP); $545k Dales Park Netball Facilities, $300k Bonbeach Reserve Masterplan, $200k Sportsground lighting projects and $350k for Moorabbin Reserve Masterplan Implementation.</td>
</tr>
<tr>
<td>7</td>
<td>Other Infrastructure</td>
<td>The favourable outcome of $1.8 million is comprised largely of $1.5 million LED Streetlight replacements and $220k for Pedestrian signals in Edithvale Road. These projects are now scheduled for delivery in 2017/18.</td>
</tr>
</tbody>
</table>
## Notes to the Financial Report

For the Year Ended 30 June 2017

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$'000</td>
<td>$'000</td>
</tr>
</tbody>
</table>

### NOTE 3 Rates and charges

Council uses Capital Improved Value (CIV) as the basis of valuation of all properties within the municipal district. CIV approximates the market value of land and improvements.

The valuation base used to calculate general rates for 2016/17 was $52.1 billion (2015/16 $45.2 billion). The 2016/17 declared rate in the dollar was 0.21130 cents (2015/16 0.24731 cents).

A Municipal charge is levied at the rate of $100 (2015/16 $100) per rateable property and a Waste service fee (choices A to F) is levied at the rate of $135 to $225 (2015/16 $131 to $220) per rateable property.

<table>
<thead>
<tr>
<th>General Rates</th>
<th>109,002</th>
<th>105,020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Municipal charge</td>
<td>7,184</td>
<td>7,094</td>
</tr>
<tr>
<td>Waste service fee</td>
<td>11,825</td>
<td>11,479</td>
</tr>
<tr>
<td>Special rates and charges</td>
<td>71</td>
<td>70</td>
</tr>
<tr>
<td>Supplementary rates</td>
<td>1,688</td>
<td>1,819</td>
</tr>
<tr>
<td>Interest on rates and charges (i)</td>
<td>369</td>
<td>439</td>
</tr>
<tr>
<td><strong>Total rates and charges</strong></td>
<td><strong>130,138</strong></td>
<td><strong>125,924</strong></td>
</tr>
</tbody>
</table>

The date of the latest general revaluation of land for rating purposes within the municipal district was 1 January 2016 and the 2016/17 Rates and Charges are based on this valuation.

(i) Interest on rates and charges was previously recorded under ‘interest on the comprehensive income statement’. This is now classified under ‘Rates and Charges’. The 2016 totals have been adjusted accordingly.

### NOTE 4 Statutory fees and fines

<table>
<thead>
<tr>
<th>Infringements and Costs</th>
<th>1,981</th>
<th>1,830</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parking infringements</td>
<td>3,644</td>
<td>3,267</td>
</tr>
<tr>
<td>Permits</td>
<td>496</td>
<td>513</td>
</tr>
<tr>
<td>Town planning fees (i)</td>
<td>2,399</td>
<td>1,559</td>
</tr>
<tr>
<td>Family day care and school age care</td>
<td>520</td>
<td>555</td>
</tr>
<tr>
<td>Other (ii)</td>
<td>357</td>
<td>350</td>
</tr>
<tr>
<td><strong>Total Statutory fees and fines</strong></td>
<td><strong>9,397</strong></td>
<td><strong>8,075</strong></td>
</tr>
</tbody>
</table>

(i) Town Planning fees were increased by the State Government in October 2016.

(ii) The Mortdale Special Charge is now included as a special charge under rate income. The 2016 comparative totals have been adjusted accordingly.

### NOTE 5 User fees

<table>
<thead>
<tr>
<th>Aged and health services</th>
<th>2,295</th>
<th>3,791</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building services</td>
<td>909</td>
<td>828</td>
</tr>
<tr>
<td>Child care/children’s programs</td>
<td>5,339</td>
<td>4,199</td>
</tr>
<tr>
<td>Leisure centre and recreation</td>
<td>7,001</td>
<td>6,249</td>
</tr>
<tr>
<td>Registration and other permits</td>
<td>636</td>
<td>824</td>
</tr>
<tr>
<td>Waste management services</td>
<td>303</td>
<td>576</td>
</tr>
<tr>
<td>Rental income</td>
<td>4,659</td>
<td>3,135</td>
</tr>
<tr>
<td>Other</td>
<td>872</td>
<td>715</td>
</tr>
<tr>
<td><strong>Total user fees</strong></td>
<td><strong>22,103</strong></td>
<td><strong>20,117</strong></td>
</tr>
</tbody>
</table>
Notes to the Financial Report
For the Year Ended 30 June 2017

<table>
<thead>
<tr>
<th>NOTE 6</th>
<th>Grants</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Summary of grants</strong></td>
<td></td>
</tr>
<tr>
<td>Commonwealth funded grants</td>
<td>21,989</td>
</tr>
<tr>
<td>State funded grants</td>
<td>18,693</td>
</tr>
<tr>
<td><strong>Total Grants</strong></td>
<td>40,682</td>
</tr>
</tbody>
</table>

**Operating grants**

**Recurrent - Commonwealth Government (I)**

| AccessCare Southern | 8,890 | 3,565 |
| Home and Community Care | 6,315 | 550 |
| Aged Care | - | 2,197 |
| Family and Children | 4,725 | 4,845 |
| Other | 705 | 227 |
| **Total Recurrent Grants – Commonwealth Government** | 20,635 | 11,385 |

**Recurrent – State Government**

| Victorian Grants Commission (ii) | 6,519 | 2,758 |
| AccessCare Southern | 1,280 | 4,981 |
| Community Services | 2,804 | 8,884 |
| Family & Children | 2,570 | 1,160 |
| Libraries and Education | 1,028 | 1,009 |
| Beach cleaning | 165 | 173 |
| Community Safety and Education | 101 | 254 |
| Economic Development | 42 | 162 |
| Other | 194 | 90 |
| **Total Recurrent – State Government** | 14,703 | 19,271 |

**Total Operating grants**

| 35,338 | 30,656 |

There were no non-recurrent operating grants in 2016/17 or 2015/16

**Capital grants**

**Recurrent – Commonwealth Government**

| Roads to Recovery | 1,353 | 1,675 |

**Non-recurrent – Commonwealth Government**

| Buildings | 2,206 | 2,065 |
| Plant, machinery and equipment | - | 200 |

**Non-recurrent – State Government**

| Moorabbin Reserve project (iii) | - | (1,200) |
| Sporting facilities | 211 | 188 |
| Foreshore Environment | 1,030 | - |
| Civil Infrastructure | 543 | 408 |
| Living rivers, parks and gardens | - | 127 |

**Total Capital grants**

| 5,343 | 3,463 |

**Total Grants**

| 40,682 | 34,119 |
Notes to the Financial Report
For the Year Ended 30 June 2017

NOTE 6 Grants (cont’d)

(i) The split between Commonwealth and State funding has changed for the financial year 2017. At 1 July 2016 funding that was previously combined was officially split between the State and Commonwealth Governments for the delivery of community care for people who are older and/or have a disability. As of this date if you were under 65 your funding is now provided by the State Government and if over 65 your funding is now provided by the Commonwealth Government. This change was made as part of the reforms being rolled out by the Commonwealth Government within the aged and disability care sectors.

(ii) Victorian Grants Commission funding for 2016/17 is higher than the comparative due to the first two quarterly instalments for 2017/18 funding being received in advance in June 2017.

(iii) State Government funding for the Moorabin Reserve redevelopment invoiced in 2015, was cancelled in 2016 due to the project being expanded, with extra funding to broader club activities and direct responsibility of the project being provided to the St Kilda Football Club.

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>$’000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Balance at start of year</td>
<td>381</td>
<td>2,826</td>
</tr>
<tr>
<td>Received during the financial year and remained unspent at balance date</td>
<td>835</td>
<td>381</td>
</tr>
<tr>
<td>Received in prior years and spent during the financial year</td>
<td>(381)</td>
<td>(2,826)</td>
</tr>
<tr>
<td>Balance at year end</td>
<td>835</td>
<td>381</td>
</tr>
</tbody>
</table>
Notes to the Financial Report
For the Year Ended 30 June 2017

<table>
<thead>
<tr>
<th>NOTE 7  Contributions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monetary</td>
</tr>
<tr>
<td>Donations/contributions from developers</td>
</tr>
<tr>
<td>Various capital projects – contributions</td>
</tr>
<tr>
<td>Community sustainability</td>
</tr>
<tr>
<td>Environmental sustainability</td>
</tr>
<tr>
<td>Other</td>
</tr>
<tr>
<td><strong>Total contributions</strong></td>
</tr>
</tbody>
</table>

There were no non-monetary contributions in 2017 and 2016.

NOTE 8  Net gain / (loss) on disposal of property, infrastructure plant and equipment

| Proceeds from sale | 93 | 18,782 |
| Written down value of assets disposed | (786) | (5,323) |
| **Total net gain/(loss) on disposal of property, infrastructure, plant and equipment** | **(693)** | **13,459** |

Comprising:

| Profit on disposal of property, plant and equipment (i) | 93 | 15,063 |
| Loss on disposal of property, plant and equipment | (786) | (1,604) |
| **Total** | **(693)** | **13,459** |

(i) Includes profit on the sale of 101-103 Collins St, Mentone and residential aged care bed licences in 2016. 2017 profit includes the proceeds from the sale of 12 vehicles.

NOTE 9  Other income

| Interest on cash and investments | 2,384 | 1,929 |
| **Total interest** | **2,384** | **1,929** |

| Found assets (i) | 1,214 | 5,677 |
| Other | 750 | 1,140 |
| **Total other income** | **1,964** | **6,817** |

| Fair Value adjustment for investment property | 47 | 1,882 |
| **Total interest / other income** | **4,385** | **10,428** |

(i) Found assets in FY 2015/16 comprise $4.2 million Buildings that were built in 2014/15 but not capitalised at that time; $1.3 million of land adjacent to the Chelsea foreshore reserve; and $0.2 million of minor buildings on land where Council is committee of management on behalf of the Crown.

Found assets in FY 2016/17 includes roads of $1.2 million. These are not newly constructed roads for the year, they represent road asset additions due to improved accuracy of data since moving all Council roads to the new asset management system.
Notes to the Financial Report
For the Year Ended 30 June 2017

<table>
<thead>
<tr>
<th>NOTE 10 Employee costs</th>
</tr>
</thead>
<tbody>
<tr>
<td>(a) Employee costs</td>
</tr>
<tr>
<td>Wages and salaries</td>
</tr>
<tr>
<td>Casual staff</td>
</tr>
<tr>
<td>Fringe benefits tax and WorkCover</td>
</tr>
<tr>
<td>Superannuation</td>
</tr>
<tr>
<td>Annual Leave and Long Service Leave</td>
</tr>
<tr>
<td>Redundancy</td>
</tr>
<tr>
<td>Total employee costs</td>
</tr>
</tbody>
</table>

(b) Superannuation
Council made contributions to the following funds:

Defined Benefit fund
Employer contributions to Local Authorities Superannuation Fund (Vision Super) 582 687

Accumulation funds
Employer contributions to Local Authorities Superannuation Fund (Vision Super) 4,238 4,642
Employer contributions - other funds 1,480 1,054

Total contributions 5,718 5,696

Employer contributions payable at reporting date: 520 549

Refer to Note 32 for further information relating to Council’s superannuation obligations.

NOTE 11 Materials and services

| Road infrastructure maintenance | 14,088 | 12,380 |
| Building maintenance            | 2,697  | 2,896 |
| Waste and cleansing             | 12,172 | 11,363 |
| Aged services                   | 8,041  | 8,849 |
| Parks, gardens and reserves     | 9,235  | 8,871 |
| Leisure and culture             | 4,562  | 4,199 |
| Accommodation expense           | 967    | 1,061 |
| Information systems and telecommunications | 3,225 | 3,690 |
| Family services                 | 3,296  | 3,060 |
| Community engagement            | 1,768  | 1,629 |
| Parking, monitoring and enforcement | 2,602 | 2,397 |
| Procurement and fleet management| 1,450  | 1,848 |
| Council business                | 1,426  | 815  |
| People and culture              | 333    | 325  |
| Finance and legal               | 2,687  | 2,629 |
| Planning and building           | 1,185  | 1,035 |
| Other                           | 1,396  | 892  |
| Total materials and services    | 71,369 | 67,439 |
Appendix 1

11.1 Adoption of Financial Statements to 30 June 2017 - DRAFT2 Annual Financial Report for Year Ending 30 June 2017

Notes to the Financial Report
For the Year Ended 30 June 2017

<table>
<thead>
<tr>
<th>NOTE 12</th>
<th>Bad and doubtful debts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Other debtors</td>
<td>43</td>
</tr>
<tr>
<td>Total bad and doubtful debts</td>
<td>43</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NOTE 13</th>
<th>Depreciation and amortisation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Land improvements</td>
<td>1,215</td>
</tr>
<tr>
<td>Buildings</td>
<td>6,797</td>
</tr>
<tr>
<td>Building improvements</td>
<td>236</td>
</tr>
<tr>
<td>Leasehold improvements</td>
<td>187</td>
</tr>
<tr>
<td>Roads/Bridges/Footpaths</td>
<td>10,848</td>
</tr>
<tr>
<td>Drainage</td>
<td>2,754</td>
</tr>
<tr>
<td>Plant and equipment</td>
<td>1,790</td>
</tr>
<tr>
<td>Heritage and culture</td>
<td>17</td>
</tr>
<tr>
<td>Library books</td>
<td>510</td>
</tr>
<tr>
<td>Software amortisation</td>
<td>640</td>
</tr>
<tr>
<td>Leased Plant amortisation</td>
<td>-</td>
</tr>
<tr>
<td>Total depreciation and amortisation</td>
<td>24,984</td>
</tr>
</tbody>
</table>

Refer to Note 20 for a more detailed breakdown of depreciation and amortisation charges.

<table>
<thead>
<tr>
<th>NOTE 14</th>
<th>Borrowing costs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interest - borrowings</td>
<td>539</td>
</tr>
<tr>
<td>Total borrowing costs</td>
<td>539</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NOTE 15</th>
<th>Other expenses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auditors' remuneration (VAGO) - audit of the financial statements, performance statement and grant acquittals*</td>
<td>58</td>
</tr>
<tr>
<td>Auditors' remuneration - internal</td>
<td>203</td>
</tr>
<tr>
<td>Operating lease rentals(i)*</td>
<td>1,444</td>
</tr>
<tr>
<td>Total other expenses</td>
<td>1,705</td>
</tr>
</tbody>
</table>

* Audit fees and operating lease rentals are included in the total Materials and services (Note 11) expenditure on the Comprehensive Income Statement.

(i) Refer to Note 31 for details of Council's Operating Lease commitments, primarily related to leases for equipment (motor vehicles), land and buildings. The 2018 operating lease rental expenditure was re-stated to the correct amount (incorrectly recorded as $2.2 million in 2016).
Appendix 1

Notes to the Financial Report
For the Year Ended 30 June 2017

<table>
<thead>
<tr>
<th>NOTE 16</th>
<th>Cash and cash equivalents</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash on hand</td>
<td>14</td>
</tr>
<tr>
<td>Cash at bank</td>
<td>7,315</td>
</tr>
<tr>
<td>Short term deposits (i)</td>
<td>4,000</td>
</tr>
<tr>
<td><strong>Total cash and cash equivalents</strong></td>
<td><strong>11,329</strong></td>
</tr>
</tbody>
</table>

(i) Short term deposits have an original maturity of three months or less.

Councils cash and cash equivalents are subject to external restrictions that limit amounts available for discretionary use. These include:

<table>
<thead>
<tr>
<th>Trust fund and deposits (Note 24)</th>
<th>3,763</th>
<th>3,184</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total restricted funds</strong></td>
<td><strong>3,763</strong></td>
<td><strong>3,184</strong></td>
</tr>
<tr>
<td><strong>Total unrestricted cash and cash equivalents</strong></td>
<td><strong>7,566</strong></td>
<td><strong>26,928</strong></td>
</tr>
</tbody>
</table>

**Intended allocations**
Although not externally restricted, the following amounts have been allocated for specific future purposes by Council:

<table>
<thead>
<tr>
<th>Asset development reserve</th>
<th>14,486</th>
<th>12,836</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total funds subject to intended allocations</strong></td>
<td><strong>14,486</strong></td>
<td><strong>12,836</strong></td>
</tr>
</tbody>
</table>

Refer also to note 17 for details of other financial assets held by Council.

**NOTE 17  Other financial assets**

<table>
<thead>
<tr>
<th>Term deposits / investments (i)</th>
<th>102,100</th>
<th>58,100</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Other financial assets</strong></td>
<td><strong>102,100</strong></td>
<td><strong>58,100</strong></td>
</tr>
</tbody>
</table>

(i) Investments include any deposits with original maturity of greater than three months.
Notes to the Financial Report
For the Year Ended 30 June 2017

<table>
<thead>
<tr>
<th>NOTE 18 Trade and other receivables</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Current</strong></td>
</tr>
<tr>
<td>Statutory receivables</td>
</tr>
<tr>
<td>Rate debtors</td>
</tr>
<tr>
<td>Net GST receivable</td>
</tr>
<tr>
<td>Infringement debtors</td>
</tr>
<tr>
<td>Provision for doubtful debts - infringements</td>
</tr>
<tr>
<td><strong>Non statutory receivables</strong></td>
</tr>
<tr>
<td>Other debtors</td>
</tr>
<tr>
<td>Provision for doubtful debts – other debtors</td>
</tr>
<tr>
<td><strong>Total current trade and other receivables</strong></td>
</tr>
<tr>
<td><strong>Non-current</strong></td>
</tr>
<tr>
<td>Statutory receivables</td>
</tr>
<tr>
<td>Rate Debtors</td>
</tr>
<tr>
<td><strong>Total non-current trade and other receivables</strong></td>
</tr>
<tr>
<td><strong>Total trade and other receivables</strong></td>
</tr>
</tbody>
</table>

(a) Ageing of receivables

At balance date other debtors representing financial assets were past due but not impaired.

The ageing of the Council's trade and other receivables (excluding statutory receivables) was:

| Current (not yet due) | 815 | 809 |
| Past due by up to 30 days | 850 | 1,045 |
| Past due between 31 and 180 days | 341 | 439 |
| Past due between 181 and 365 days | 274 | 351 |
| Past due by more than 1 year | 68 | 87 |
| **Total Trade and other receivables** | 2,348 | 2,731 |

(b) Movement in provision for doubtful debts

| Balance at the beginning of the year | 158 | 145 |
| New provisions recognised during the year | 2 | 13 |
| Amounts provided for but recovered during the year | - | - |
| **Balance at the end of year** | 160 | 158 |

NOTE 19 Other assets

| Prepayments | 751 | 529 |
| Accrued income (i) | 877 | 321 |
| **Total other assets** | 1,628 | 850 |

(i) Accrued income includes accrued interest income on investments $834k (2016: $321k)
### Summary of property, infrastructure, plant and equipment

<table>
<thead>
<tr>
<th></th>
<th>At Fair Value 30 June 2016</th>
<th>Acquisitions</th>
<th>Contributions</th>
<th>Revaluation</th>
<th>Depreciation</th>
<th>Disposal</th>
<th>Transfers</th>
<th>At Fair Value 30 June 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
</tr>
<tr>
<td>Land</td>
<td>1,331,173</td>
<td>4,124</td>
<td>-</td>
<td>102,157</td>
<td>(1,215)</td>
<td>-</td>
<td>-</td>
<td>1,436,239</td>
</tr>
<tr>
<td>Buildings</td>
<td>265,733</td>
<td>22,584</td>
<td>-</td>
<td>(2,351)</td>
<td>(7,219)</td>
<td>(787)</td>
<td>-</td>
<td>277,960</td>
</tr>
<tr>
<td>Plant and equipment</td>
<td>6,308</td>
<td>4,805</td>
<td>-</td>
<td>-</td>
<td>(2,318)</td>
<td>-</td>
<td>-</td>
<td>8,795</td>
</tr>
<tr>
<td>Infrastructure</td>
<td>553,366</td>
<td>18,289</td>
<td>-</td>
<td>(27,573)</td>
<td>(13,602)</td>
<td>-</td>
<td>-</td>
<td>530,400</td>
</tr>
<tr>
<td>Works in progress</td>
<td>13,339</td>
<td>5,547</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>(13,040)</td>
<td>-</td>
<td>5,846</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>2,169,858</strong></td>
<td><strong>55,329</strong></td>
<td><strong>-</strong></td>
<td><strong>72,233</strong></td>
<td><strong>(24,354)</strong></td>
<td><strong>(787)</strong></td>
<td><strong>(13,040)</strong></td>
<td><strong>2,259,239</strong></td>
</tr>
</tbody>
</table>

### Summary of works in progress

<table>
<thead>
<tr>
<th></th>
<th>Opening WIP</th>
<th>Additions</th>
<th>Transfers</th>
<th>Write Offs</th>
<th>Closing WIP</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
</tr>
<tr>
<td>Buildings</td>
<td>7,625</td>
<td>5,547</td>
<td>(7,625)</td>
<td>-</td>
<td>5,547</td>
</tr>
<tr>
<td>Plant and Equipment</td>
<td>-</td>
<td>-</td>
<td>198</td>
<td>-</td>
<td>198</td>
</tr>
<tr>
<td>Infrastructure</td>
<td>5,714</td>
<td>-</td>
<td>(5,813)</td>
<td>-</td>
<td>101</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>13,339</strong></td>
<td><strong>5,547</strong></td>
<td><strong>(13,040)</strong></td>
<td><strong>-</strong></td>
<td><strong>5,846</strong></td>
</tr>
</tbody>
</table>
## Notes to the Financial Report
For the Year Ended 30 June 2017

### NOTE 20 Property, infrastructure, plant and equipment (cont’d)

<table>
<thead>
<tr>
<th>Property</th>
<th>Land under roads</th>
<th>Land - specialised</th>
<th>Land - non specialised</th>
<th>Land improvements</th>
<th>Total Land</th>
<th>Heritage buildings - specialised</th>
<th>Buildings improvements</th>
<th>Leasehold improvements</th>
<th>Total Buildings</th>
<th>Properties in Progress</th>
<th>Total Property</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$’000</td>
<td>$’000</td>
<td>$’000</td>
<td>$’000</td>
<td>$’000</td>
<td>$’000</td>
<td>$’000</td>
<td>$’000</td>
<td>$’000</td>
<td>$’000</td>
<td>$’000</td>
</tr>
<tr>
<td>At fair value 1 July 2016</td>
<td>536,942</td>
<td>634,806</td>
<td>229,514</td>
<td>34,422</td>
<td>1,355,784</td>
<td>36,301</td>
<td>419,008</td>
<td>6,313</td>
<td>1,867</td>
<td>485,389</td>
<td>7,623</td>
</tr>
<tr>
<td>Accumulated depreciation at 1 July 2016</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>(4,611)</td>
<td>(4,811)</td>
<td>(21,441)</td>
<td>(174,493)</td>
<td>(909)</td>
<td>(914)</td>
<td>(197,757)</td>
<td>(202,368)</td>
</tr>
</tbody>
</table>

**Movements in fair value**

- Acquisition of assets at fair value: - 65 - 4,059 4,124 - 20,908 1,647 - 22,584 5,547 32,255
- Revaluation increments/decrements: $2,149 43,276 16,731 - 102,157 366 4,126 - 4,493 - 106,650
- Fair value of assets disposed: - - - - - (1,491) - (1,491) - (1,491)
- Impairment losses recognised in operating result: - - - - - - - - - -
- Transfers: - - - - - - - - - - (7,625) (7,625)

**Movements in accumulated depreciation**

- Depreciation and amortisation: - - - (1,215) (1,215) (621) (6,275) (236) (187) (7,219) - (8,434)
- Revaluation increments/decrements: - - - - - (677) (6,167) - - (6,844) - (6,844)
- Accumulated depreciation of disposals: - - - - - - 705 - 705 - 705
- Transfers: - - - - - - - - - -

**At fair value 30 June 2017**

578,247 578,247 246,245 38,481 1,442,065 36,068 442,581 7,959 1,867 489,074 5,547 1,936,686

**Accumulated depreciation at 30 June 2017**

- - - (5,828) (5,828) (22,839) (186,230) (1,144) (1,100) (211,114) - (216,940)

<table>
<thead>
<tr>
<th></th>
<th>578,247</th>
<th>246,245</th>
<th>38,481</th>
<th>1,442,065</th>
<th>36,068</th>
<th>442,581</th>
<th>7,959</th>
<th>1,867</th>
<th>489,074</th>
<th>5,547</th>
<th>1,936,686</th>
</tr>
</thead>
<tbody>
<tr>
<td>At fair value 30 June 2017</td>
<td>579,091</td>
<td>578,247</td>
<td>246,245</td>
<td>38,481</td>
<td>1,442,065</td>
<td>36,068</td>
<td>442,581</td>
<td>7,959</td>
<td>1,867</td>
<td>489,074</td>
<td>5,547</td>
</tr>
<tr>
<td>Accumulated depreciation at 30 June 2017</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>(5,828)</td>
<td>(5,828)</td>
<td>(22,839)</td>
<td>(186,230)</td>
<td>(1,144)</td>
<td>(1,100)</td>
<td>(211,114)</td>
<td>-</td>
</tr>
</tbody>
</table>

| 579,091 | 578,247 | 246,245 | 32,685 | 1,436,239 | 14,029 | 236,350 | 6,815 | 767 | 277,960 | 5,547 | 1,710,748 |
## Notes to the Financial Report
### For the Year Ended 30 June 2017

### NOTE 20 Property, infrastructure, plant and equipment (cont’d)

<table>
<thead>
<tr>
<th>Plant and Equipment</th>
<th>Heritage plant and equipment</th>
<th>Plant machinery and equip</th>
<th>Library books</th>
<th>Work In Progress</th>
<th>Total plant and equipment</th>
</tr>
</thead>
<tbody>
<tr>
<td>At fair value 1 July 2016</td>
<td>$1,846</td>
<td>$21,101</td>
<td>$15,981</td>
<td>-</td>
<td>$36,928</td>
</tr>
<tr>
<td>Accumulated depreciation at 1 July 2016</td>
<td>(594)</td>
<td>(17,801)</td>
<td>(14,315)</td>
<td>-</td>
<td>(32,620)</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1,342</strong></td>
<td><strong>3,300</strong></td>
<td><strong>1,666</strong></td>
<td>-</td>
<td><strong>6,308</strong></td>
</tr>
</tbody>
</table>

### Movements in fair value

- Acquisition of assets at fair value: $3,650, $1,155, $4,805
- Revaluation increments/decrements: -
- Fair value of assets disposed: -
- Impairment losses recognised in operating result: -
- Transfers: -

### Movements in accumulated depreciation

- Depreciation and amortisation: (17) $1,790, (510) $2,318
- Revaluation increments/decrements: -
- Accumulated depreciation of disposals: - $308, - $308
- Transfers: -

### At fair value 30 June 2017

<table>
<thead>
<tr>
<th>Original Cost</th>
<th>Depreciation and Amortisation</th>
<th>Accumulated Depreciation</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>$1,846</td>
<td>$24,443</td>
<td>$17,135</td>
<td>$18</td>
</tr>
<tr>
<td>(520)</td>
<td>(19,284)</td>
<td>(14,825)</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1,326</strong></td>
<td><strong>5,159</strong></td>
<td><strong>2,310</strong></td>
</tr>
</tbody>
</table>
### Notes to the Financial Report

For the Year Ended 30 June 2017

#### NOTE 20 Property, infrastructure, plant and equipment (cont'd)

<table>
<thead>
<tr>
<th>Infrastructure</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Roads</td>
<td>Bridges</td>
<td>Footpaths and Cycleways</td>
<td>Drainage</td>
<td>Other Infrastructure</td>
<td>Work in Progress</td>
<td>Total Infrastructure</td>
</tr>
<tr>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
</tr>
<tr>
<td>At fair value 1 July 2016</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>592,024</td>
<td>10,430</td>
<td>92,774</td>
<td>271,729</td>
<td>13,468</td>
<td>5,714</td>
<td>986,139</td>
</tr>
<tr>
<td>Accumulated depreciation at 1 July 2016</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>(204,906)</td>
<td>(5,222)</td>
<td>(64,868)</td>
<td>(135,866)</td>
<td>(13,468)</td>
<td>-</td>
<td>(427,119)</td>
</tr>
<tr>
<td></td>
<td>387,118</td>
<td>2,208</td>
<td>28,116</td>
<td>135,864</td>
<td>-</td>
<td>5,714</td>
<td>559,020</td>
</tr>
</tbody>
</table>

**Movements in fair value**

- **Acquisition of assets at fair value**: 9,888
- **Revaluation increments/decrements**: (48,678)
- **Fair value of assets disposed**: -
- **Impairment losses recognised in operating result**: -
- **Transfers**: (38,790)

**Total**: (5,613) (5,613)

**Movements in accumulated depreciation**

- **Depreciation and amortisation**: (9,176) (104) (1,667) (2,754) - - (13,602)
- **Revaluation increments/decrements**: 20,711 - 837 (7,515) - - 14,033
- **Accumulated depreciation Found Assets**: (571) - (387) - - - (958)

**Total**: 10,964 (104) (1,117) (10,269) - - (527)

- **At fair value 30 June 2017**: 563,234 10,430 94,377 286,537 13,468 101 958,147
- **Accumulated depreciation at 30 June 2017**: (193,942) (8,326) (65,775) (146,134) (13,488) - - (427,646)

**Total**: 359,291 2,104 28,601 148,403 - 101 530,501
Notes to the Financial Report
For the Year Ended 30 June 2017

NOTE 20  Property, infrastructure, plant and equipment (cont’d)

Valuation of land and buildings
Valuation of land and buildings were undertaken by a qualified independent valuer Westlink Consulting Pty Ltd (CPV # 3878). The valuation of land and buildings is at fair value, being market value based on highest and best use permitted by relevant land planning provisions. Where land use is restricted through existing planning provisions the valuation is reduced to reflect this limitation. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

Specialised land is valued at fair value using site values adjusted for englobo (undeveloped and/or unserviced) characteristics, access rights and private interest of other parties and entitlements of infrastructure assets and services. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

Any significant movements in the unobservable inputs for land and land under roads will have a significant impact on the fair value of these assets.

An indexed based revaluation was conducted in the current year based on 7.85% (land) and 0.99% (buildings). A full revaluation of these assets will be conducted in 2017/18.

Details of the Council’s land and buildings and information about the fair value hierarchy as at 30 June 2017 are as follows. Refer to note 1e for explanation of levels.

<table>
<thead>
<tr>
<th></th>
<th>Level 1 $'000</th>
<th>Level 2 $'000</th>
<th>Level 3 $'000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Land under roads</td>
<td>-</td>
<td>-</td>
<td>579,091</td>
</tr>
<tr>
<td>Land - specialised</td>
<td>-</td>
<td>-</td>
<td>578,247</td>
</tr>
<tr>
<td>Land - non-specialised</td>
<td>-</td>
<td>246,245</td>
<td>-</td>
</tr>
<tr>
<td>Land improvements</td>
<td>-</td>
<td>-</td>
<td>32,655</td>
</tr>
<tr>
<td>Heritage buildings</td>
<td>-</td>
<td>-</td>
<td>14,029</td>
</tr>
<tr>
<td>Buildings</td>
<td>-</td>
<td>-</td>
<td>256,350</td>
</tr>
<tr>
<td>Building improvements</td>
<td>-</td>
<td>-</td>
<td>6,815</td>
</tr>
<tr>
<td>Leasehold improvements</td>
<td>-</td>
<td>-</td>
<td>767</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>-</td>
<td>246,245</td>
<td>1,467,954</td>
</tr>
</tbody>
</table>

Valuation of infrastructure
Valuation of infrastructure assets was performed by qualified engineers at Council. The valuation is at fair value based on replacement cost less accumulated depreciation as at the date of valuation.

Details of the Council’s infrastructure and information about the fair value hierarchy as at 30 June 2017 are as follows:

<table>
<thead>
<tr>
<th></th>
<th>Level 1 $'000</th>
<th>Level 2 $'000</th>
<th>Level 3 $'000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Roads</td>
<td>-</td>
<td>-</td>
<td>359,292</td>
</tr>
<tr>
<td>Bridges</td>
<td>-</td>
<td>-</td>
<td>2,104</td>
</tr>
<tr>
<td>Footpaths and cycleways</td>
<td>-</td>
<td>-</td>
<td>28,602</td>
</tr>
<tr>
<td>Drainage</td>
<td>-</td>
<td>-</td>
<td>140,402</td>
</tr>
<tr>
<td>Recreational, leisure and community facilities</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Waste management</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Parks, open space and streetscapes</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Other infrastructure</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>-</td>
<td>-</td>
<td>530,400</td>
</tr>
</tbody>
</table>
Notes to the Financial Report
For the Year Ended 30 June 2017

NOTE 20  Property, infrastructure, plant and equipment (cont’d)

Description of significant unobservable inputs into level 3 valuations

Specialised land and land under roads is valued using a market based direct comparison technique. Significant unobservable inputs include the extent and impact of restriction of use and the market cost of land per square metre. The extent and impact of restrictions on use varies and results in a reduction to surrounding land values between 5% and 90%. The market value of land varies significantly depending on the location of the land and the current market conditions. Currently land values range between $6 and $1,690 per square metre.

Specialised buildings are valued using a depreciated replacement cost technique. Significant unobservable inputs include the current replacement cost and remaining useful lives of buildings. Current replacement costs are calculated on a square metre basis and ranges from $119 to $4,000 per square metre. The remaining useful lives of buildings are determined on the basis of the current condition of buildings and vary from 20 years to 150 years. Replacement cost is sensitive to changes in market conditions with any increase or decrease in cost flowing through to the valuation. Useful lives of buildings are sensitive to changes in expectations or requirements that could either shorten or extend the useful lives of buildings.

Infrastructure assets are valued based on the depreciated replacement cost. Significant unobservable inputs include the current replacement cost and remaining useful lives of infrastructure. The remaining useful lives of infrastructure assets are determined on the basis of the current condition of the asset and vary from 10 years to 100 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of infrastructure are sensitive to changes in use, expectations or requirements that could either shorten or extend the useful lives of infrastructure assets.

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$’000</td>
<td>$’000</td>
</tr>
<tr>
<td>Reconciliation of specialised land</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Land under roads</td>
<td>579,091</td>
<td>536,942</td>
</tr>
<tr>
<td>Parks and reserves</td>
<td>679,247</td>
<td>534,906</td>
</tr>
<tr>
<td>Total specialised land</td>
<td>1,157,338</td>
<td>1,071,848</td>
</tr>
</tbody>
</table>

CITY OF KINGSTON ANNUAL FINANCIAL REPORT • YEAR ENDED 30 JUNE 2017  PAGE 55
Appendix 1
11.1 Adoption of Financial Statements to 30 June 2017 - DRAFT2 Annual Financial Report for Year Ending 30 June 2017

Notes to the Financial Report
For the Year Ended 30 June 2017

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$'000</td>
<td>$'000</td>
</tr>
</tbody>
</table>

**NOTE 21 Investment property**

<table>
<thead>
<tr>
<th>Description</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance at beginning of financial year</td>
<td>4,723</td>
<td>3,041</td>
</tr>
<tr>
<td>Additions</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Disposals</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Fair value adjustments</td>
<td>47</td>
<td>1,682</td>
</tr>
<tr>
<td>Balance at the end of financial year</td>
<td>4,769</td>
<td>4,723</td>
</tr>
</tbody>
</table>

Investment Property Assets consist of buildings at Peter Scoulin Reserve, Mordialloc that are leased by a third party to operate a commercial restaurant and land and buildings at 42 Florence Street Mentone that are leased by a third party for office accommodation.

**Valuation of investment property**

Valuation of investment property has been determined in accordance with an independent valuation by Westlink Consulting Pty Ltd who has recent experience in the location and category of the property being valued. The valuation in 2017 is based on the 2016 valuation adjusted for a market movement index of 0.99% as provided by our valuers.

**NOTE 22 Intangible assets**

<table>
<thead>
<tr>
<th>Description</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Software</td>
<td>1,118</td>
<td>1,463</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Software</th>
</tr>
</thead>
<tbody>
<tr>
<td>$'000</td>
</tr>
</tbody>
</table>

**Gross carrying amount**

<table>
<thead>
<tr>
<th>Description</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance at 1 July 2016</td>
<td>5,100</td>
</tr>
<tr>
<td>Additions from internal developments</td>
<td>295</td>
</tr>
<tr>
<td>Other</td>
<td>-</td>
</tr>
<tr>
<td>Balance at 30 June 2017</td>
<td>5,396</td>
</tr>
</tbody>
</table>

**Accumulated amortisation and impairment**

<table>
<thead>
<tr>
<th>Description</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance at 1 July 2016</td>
<td>3,638</td>
</tr>
<tr>
<td>Amortisation expense</td>
<td>640</td>
</tr>
<tr>
<td>Balance at 30 June 2017</td>
<td>4,278</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Net book value at 30 June 2016</td>
<td>1,463</td>
</tr>
<tr>
<td>Net book value at 30 June 2017</td>
<td>1,118</td>
</tr>
</tbody>
</table>
Appendix 1

11.1 Adoption of Financial Statements to 30 June 2017 - DRAFT2 Annual Financial Report for Year Ending 30 June 2017

Notes to the Financial Report
For the Year Ended 30 June 2017

<table>
<thead>
<tr>
<th>NOTE 23</th>
<th>Trade and other payables</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trade payables</td>
<td>4,723</td>
</tr>
<tr>
<td>Salary accruals</td>
<td>1,857</td>
</tr>
<tr>
<td>Other accruals</td>
<td>4,751</td>
</tr>
<tr>
<td><strong>Total Trade and other payables</strong></td>
<td><strong>11,331</strong></td>
</tr>
</tbody>
</table>

NOTE 24 Trust funds and deposits

| Refundable deposits | 241 | 192 |
| Retention amounts | 3,522 | 2,992 |
| **Total Trust funds and deposits** | **3,763** | **3,184** |

**Purpose and nature of items**
Refundable deposits – Deposits are taken by council as a form of security in a number of circumstances, including in relation to building works, tender deposits, contract deposits and the use of civic facilities.

Retention amounts – Council has a contractual right to retain certain amounts until a contractor has met certain requirements or a related warrant or defect period has elapsed. Subject to the satisfactory completion of the contractual obligations, or the elapsing of time, these amounts will be paid to the relevant contractor in line with Council’s contractual obligations.

NOTE 25 Provisions

<table>
<thead>
<tr>
<th></th>
<th>Employee Leave</th>
<th>Landfill restoration</th>
<th>Enterprise Agreement (i)</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>2017</strong></td>
<td><strong>$’000</strong></td>
<td><strong>$’000</strong></td>
<td><strong>$’000</strong></td>
<td><strong>$’000</strong></td>
</tr>
<tr>
<td>Balance at the beginning of the financial year</td>
<td>15,379</td>
<td>414</td>
<td>-</td>
<td>15,793</td>
</tr>
<tr>
<td>Additional Provisions</td>
<td>-</td>
<td>-</td>
<td>1,553</td>
<td>1,553</td>
</tr>
<tr>
<td>Amounts Used</td>
<td>-</td>
<td>(22)</td>
<td>-</td>
<td>(22)</td>
</tr>
<tr>
<td>Change in the discounted amount arising because of the time and the effect of any change in the discount rate</td>
<td>(6)</td>
<td>-</td>
<td>-</td>
<td>(6)</td>
</tr>
<tr>
<td><strong>Balance at the end of the financial year</strong></td>
<td><strong>15,373</strong></td>
<td><strong>392</strong></td>
<td><strong>1,553</strong></td>
<td><strong>17,318</strong></td>
</tr>
<tr>
<td><strong>2016</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Balance at the beginning of the financial year</td>
<td>15,947</td>
<td>-</td>
<td>-</td>
<td>15,947</td>
</tr>
<tr>
<td>Additional Provisions</td>
<td>-</td>
<td>414</td>
<td>-</td>
<td>414</td>
</tr>
<tr>
<td>Amounts Used</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Change in the discounted amount arising because of the time and the effect of any change in the discount rate</td>
<td>(568)</td>
<td>-</td>
<td>-</td>
<td>(568)</td>
</tr>
<tr>
<td>Balance at the end of the financial year</td>
<td>15,379</td>
<td>414</td>
<td>-</td>
<td>15,793</td>
</tr>
</tbody>
</table>

(i) Council’s Enterprise Agreement expired in February 2017 and the new agreement is currently under negotiation with a ‘without prejudice’ offer currently tabled at 2.3% to be back paid from 1/7/2016. Council has committed to paying this back pay provided the current offer is supported by a ‘yes’ vote from majority of staff. A new provision was created in 2017 to reflect this amount.
### Notes to the Financial Report
For the Year Ended 30 June 2017

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$'000</td>
<td>$'000</td>
</tr>
</tbody>
</table>

### NOTE 25  Provisions (cont’d)

#### Employee leave provisions

**Current provisions expected to be wholly settled within 12 months**
- Annual leave: 4,566
- Long service leave: 766

**Total current employee leave provisions:** 14,117

#### Other provisions

**Current provisions expected to be wholly settled after 12 months**
- Annual leave: 767
- Long service leave: 8,018

**Total current provisions:** 16,062

**Non-current employee provisions**
- Long Service Leave: 1,257

**Total non-current provisions:** 1,257

**Aggregate carrying amount of provisions:**
- Current: 16,062
- Non-current: 1,257
- Total aggregate carrying amount of provisions: 17,318
## Notes to the Financial Report

### For the Year Ended 30 June 2017

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$'000</td>
<td>$'000</td>
</tr>
</tbody>
</table>

### NOTE 26  Interest-bearing loans and borrowings

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Current</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Loans – secured (i)</td>
<td>4,100</td>
<td>3,306</td>
</tr>
<tr>
<td></td>
<td><strong>4,100</strong></td>
<td><strong>3,306</strong></td>
</tr>
<tr>
<td><strong>Non-current</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Loans – secured (i)</td>
<td>14,765</td>
<td>16,455</td>
</tr>
<tr>
<td></td>
<td><strong>14,765</strong></td>
<td><strong>16,455</strong></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>18,865</strong></td>
<td><strong>19,761</strong></td>
</tr>
</tbody>
</table>

The maturity profile for Council's loans is:

- Not later than one year: 4,100 3,306
- Later than one year and not later than five years: 13,530 12,320
- Later than five years: 1,235 4,135

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>18,865</strong></td>
<td><strong>19,761</strong></td>
</tr>
</tbody>
</table>

(i) Loans are secured over the general rates of the Kingston City Council.
## Notes to the Financial Report
For the Year Ended 30 June 2017

### NOTE 27 Reserves

<table>
<thead>
<tr>
<th></th>
<th>Balance at beginning of reporting period $'000</th>
<th>Increment (decrement) $'000</th>
<th>Balance at end of reporting period $'000</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>(a) Asset revaluation reserve</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>2017</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Land (i)</td>
<td>179,447</td>
<td>60,007</td>
<td>239,454</td>
</tr>
<tr>
<td>- Land under roads</td>
<td>136,678</td>
<td>42,150</td>
<td>178,828</td>
</tr>
<tr>
<td>- Buildings</td>
<td>143,449</td>
<td>(2,351)</td>
<td>141,088</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>459,533</td>
<td>99,806</td>
<td>559,380</td>
</tr>
<tr>
<td>Infrastructure (ii):</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Transport</td>
<td>315,244</td>
<td>(27,499)</td>
<td>287,745</td>
</tr>
<tr>
<td>- Drainage</td>
<td>112,289</td>
<td>(74)</td>
<td>111,215</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>427,533</td>
<td>(27,573)</td>
<td>399,960</td>
</tr>
<tr>
<td>Other:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Heritage and culture</td>
<td>1,316</td>
<td>-</td>
<td>1,316</td>
</tr>
<tr>
<td>- Other</td>
<td>3,966</td>
<td>-</td>
<td>3,966</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>5,282</td>
<td>-</td>
<td>5,282</td>
</tr>
<tr>
<td><strong>Total Asset revaluation reserve</strong></td>
<td>892,389</td>
<td>72,233</td>
<td>964,623</td>
</tr>
</tbody>
</table>

**2016**

Property:                      |                                              |                             |                                          |
- Land                          | 206,823                                       | (27,376)                    | 179,447                                  |
- Land under roads              | 122,154                                       | 14,524                      | 136,678                                  |
- Buildings                     | 143,533                                       | (84)                        | 143,449                                  |
| **Total**                      | 472,510                                       | (12,936)                    | 459,574                                  |

Infrastructure:                |                                              |                             |                                          |
- Transport                     | 294,850                                       | 20,284                      | 315,244                                  |
- Drainage                      | 114,308                                       | (2,019)                     | 112,289                                  |
| **Total**                      | 409,268                                       | 18,265                      | 427,533                                  |

Other:                         |                                              |                             |                                          |
- Heritage and culture          | 1,314                                         | 2                           | 1,316                                    |
- Other                         | 3,966                                         | -                           | 3,966                                    |
| **Total**                      | 5,282                                         | 2                           | 5,282                                    |
| **Total Asset revaluation reserve** | 887,058                                       | 5,331                       | 892,389                                  |

The Asset revaluation reserve is used to record the increased (net) value of Council’s assets over time.

(i) Land in 2016/17 has been adjusted for market movement, with the rate advised by Council’s independent valuers. The last market movement adjustment was in 2014/15 which was higher than the actual valuation increase in 2015/16, hence resulting in an overall reduction in land value in 2015/16. The next full valuation of land and buildings will occur in 2017/18.

(ii) Valuation of Infrastructure assets was performed by qualified engineers at Council. The valuation is at fair value based on replacement cost less accumulated depreciation as at the date of valuation. Valuation fluctuates depending on contract rates incurred by Council during each year.
## Notes to the Financial Report
For the Year Ended 30 June 2017

<table>
<thead>
<tr>
<th></th>
<th>Balance at beginning of reporting period</th>
<th>Transfer from Accumulated Surplus</th>
<th>Transfer to Accumulated Surplus</th>
<th>Balance at end of reporting period</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$’000</td>
<td>$’000</td>
<td>$’000</td>
<td>$’000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### NOTE 27  Reserves (cont’d)

**(b) Other reserves**

**2017**

<table>
<thead>
<tr>
<th>Reserve</th>
<th>Balance at beginning of reporting period</th>
<th>Transfer from Accumulated Surplus</th>
<th>Transfer to Accumulated Surplus</th>
<th>Balance at end of reporting period</th>
</tr>
</thead>
<tbody>
<tr>
<td>Asset replacement reserve</td>
<td>2,075</td>
<td>-</td>
<td>-</td>
<td>2,075</td>
</tr>
<tr>
<td>Asset development reserve</td>
<td>12,836</td>
<td>4,671</td>
<td>(3,221)</td>
<td>14,486</td>
</tr>
<tr>
<td>Drainage contributions</td>
<td>88</td>
<td>-</td>
<td>-</td>
<td>88</td>
</tr>
<tr>
<td>Special rates</td>
<td>127</td>
<td>-</td>
<td>-</td>
<td>127</td>
</tr>
<tr>
<td>Aged care</td>
<td>1,556</td>
<td>1,669</td>
<td>(77)</td>
<td>3,148</td>
</tr>
<tr>
<td>Foreshore</td>
<td>1,640</td>
<td>1,310</td>
<td>(2,391)</td>
<td>559</td>
</tr>
<tr>
<td>Green wedge</td>
<td>7,856</td>
<td>1,000</td>
<td>(641)</td>
<td>8,317</td>
</tr>
<tr>
<td>Defined benefit call</td>
<td>1,000</td>
<td>-</td>
<td>-</td>
<td>1,000</td>
</tr>
<tr>
<td>Other</td>
<td>247</td>
<td>21</td>
<td>(11)</td>
<td>257</td>
</tr>
<tr>
<td><strong>Total Other reserves</strong></td>
<td><strong>27,527</strong></td>
<td><strong>8,872</strong></td>
<td>(<strong>6,341</strong>)</td>
<td><strong>30,058</strong></td>
</tr>
</tbody>
</table>

**2016**

<table>
<thead>
<tr>
<th>Reserve</th>
<th>Balance at beginning of reporting period</th>
<th>Transfer from Accumulated Surplus</th>
<th>Transfer to Accumulated Surplus</th>
<th>Balance at end of reporting period</th>
</tr>
</thead>
<tbody>
<tr>
<td>Asset replacement reserve</td>
<td>2,019</td>
<td>92</td>
<td>(36)</td>
<td>2,075</td>
</tr>
<tr>
<td>Asset development reserve</td>
<td>9,717</td>
<td>4,556</td>
<td>(1,437)</td>
<td>12,836</td>
</tr>
<tr>
<td>Drainage contributions</td>
<td>88</td>
<td>-</td>
<td>-</td>
<td>88</td>
</tr>
<tr>
<td>Special rates</td>
<td>96</td>
<td>29</td>
<td>-</td>
<td>127</td>
</tr>
<tr>
<td>Aged care</td>
<td>1,166</td>
<td>543</td>
<td>(153)</td>
<td>1,556</td>
</tr>
<tr>
<td>Foreshore</td>
<td>1,280</td>
<td>1,256</td>
<td>(876)</td>
<td>1,640</td>
</tr>
<tr>
<td>Green wedge</td>
<td>6,959</td>
<td>1,483</td>
<td>(484)</td>
<td>7,958</td>
</tr>
<tr>
<td>Defined benefit call</td>
<td>1,000</td>
<td>-</td>
<td>-</td>
<td>1,000</td>
</tr>
<tr>
<td>Other</td>
<td>258</td>
<td>12</td>
<td>(23)</td>
<td>247</td>
</tr>
<tr>
<td><strong>Total Other reserves</strong></td>
<td><strong>22,965</strong></td>
<td><strong>7,971</strong></td>
<td>(<strong>3,009</strong>)</td>
<td><strong>27,527</strong></td>
</tr>
</tbody>
</table>

The Asset replacement reserve is an appropriation to partially fund future costs associated with Council’s buildings.

The Asset development reserve recognises the cash contributions made by developers, pursuant to the requirements of the Subdivision of Land Act. Total open space cash contributions of $4.9m were received in 2016/17 (2015/16: $4.3m). Council has elected to utilise these contributions for open space purchase and development.

Other Reserves represent appropriations provided by the community to be used for specific purposes.

The Foreshore and Green Wedge reserves were reserves created in 2011 via Council resolution which are used to accelerate the renewal and improvement to Council’s foreshore and non-urban green wedge area.

The Defined benefit call reserve was established in 2014 to provide for possible future calls on any unfunded liability of the Defined benefit superannuation fund. Council ceased making contributions into this reserve in 2014/15.

Other reserves include reserves created in 2012 for Sundowner Neighbourhood House and Chelsea Senior Citizens Centre due to Council taking over the operation of these facilities.
Appendix 1

11.1 Adoption of Financial Statements to 30 June 2017 - DRAFT2 Annual Financial Report for Year Ending 30

June 2017

Notes to the Financial Report
For the Year Ended 30 June 2017

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$'000</td>
<td>$'000</td>
</tr>
</tbody>
</table>

**NOTE 28** Reconciliation of cash flows from operating activities to surplus / (deficit)

Surplus/(deficit) for the year                               42,337  48,030
Depreciation/amortisation                                    24,994  24,023
(Profit)/loss on disposal of property, infrastructure, plant and equipment (note 8) 766  (13,459)
Found assets / other (note 9)                                (1,214)  (5,677)
Fair value adjustments for investment property               (47)   1,682
Borrowing costs                                              539    591

Changes in assets and liabilities:

(Increase)/decrease in trade and other receivables           1,049   961
Increase/(decrease) in accrued income                        (556)   (533)
Increase/(decrease) in trade and other payables              (2,064)  2,520
Increase/(decrease) in trust funds and deposits              579    (6,849)
Increase/(decrease) in other liabilities                     (22)   414
Increase/(decrease) in employee benefits                    1,546   (568)

Net cash provided by / (used in) operating activities        67,927  45,771

**NOTE 29** Financing arrangements

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$'000</td>
<td>$'000</td>
</tr>
<tr>
<td>Bank overdraft</td>
<td>5,000</td>
<td>5,000</td>
</tr>
<tr>
<td>Credit card facilities</td>
<td>150</td>
<td>93</td>
</tr>
<tr>
<td>Total facilities</td>
<td>5,150</td>
<td>5,093</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Used facilities</td>
<td>33</td>
<td>35</td>
</tr>
<tr>
<td>Unused facilities</td>
<td>5,117</td>
<td>5,058</td>
</tr>
</tbody>
</table>

The municipality has an arrangement for offset of overdraft against bank balances including on-call accounts. As at balance date there was no use of the overdraft facility.
Appendix 1

11.1 Adoption of Financial Statements to 30 June 2017 - DRAFT2 Annual Financial Report for Year Ending 30 June 2017

Notes to the Financial Report
For the Year Ended 30 June 2017

<table>
<thead>
<tr>
<th></th>
<th>Not later than 1 year</th>
<th>Later than 1 year and not later than 2 years</th>
<th>Later than 2 years not later than 5 years</th>
<th>Later than 5 years</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$ 000</td>
<td>$ 000</td>
<td>$ 000</td>
<td>$ 000</td>
<td>$ 000</td>
</tr>
</tbody>
</table>

NOTE 30  Commitments

At the reporting date, the Council had entered into the following commitments. All totals include GST.

2017
Operating
- Infrastructure works 1,882 665 117 - 2,664
- Parks, gardens, reserves 6,992 5,887 142 - 12,991
- Waste and cleansing 6,810 2,338 - - 9,147
- Community sustainability 1,937 1,724 280 - 3,940
- Corporate services 2,158 1,549 - - 3,707
19,779 12,153 539 - 32,470

Capital
- Buildings (i) 4,254 - - - 4,254
- Transport (i) 6,873 - - - 6,873
11,126 - - - 11,126

Total
30,905 12,153 539 - 43,596

(i) Major capital expenditure commitments as at 30 June 2017 include: Ben Kavanagh Reserve Pavilion upgrade ($3.2M); Roadworks at Dahmen Street Carrum and Old Wells Road ($2.2M); Traffic signals at Governor Road ($1.3M); and Bricker Athletics track resurfacing ($1.1M).

2016
Operating
- Infrastructure works 3,949 1,629 432 - 6,010
- Parks, gardens, reserves 7,080 4,313 2,473 - 13,866
- Waste and cleansing 10,339 3,414 2,204 - 15,957
- Community sustainability 2,063 197 - - 2,260
- Corporate services 1,862 1,508 1,039 - 4,409
25,293 11,061 6,148 - 42,502

Capital
- Buildings 11,481 - - - 11,481
- Transport 8,481 - - - 8,481
19,962 - - - 19,962

Total
45,255 11,061 6,148 - 62,464
Notes to the Financial Report
For the Year Ended 30 June 2017

<table>
<thead>
<tr>
<th></th>
<th>2017 $'000</th>
<th>2016 $'000</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>NOTE 31 Operating leases</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(a) Operating lease commitments (incl GST)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>At the reporting date, the Council had the following obligations under non-cancellable operating leases for the lease of equipment, motor vehicles and land and buildings for use within Council activities (these obligations are not recognised as liabilities):</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Not later than one year</td>
<td>2,879</td>
<td>1,534</td>
</tr>
<tr>
<td>Later than one year and not later than five years</td>
<td>3,210</td>
<td>2,982</td>
</tr>
<tr>
<td>Later than five years</td>
<td>1,288</td>
<td>1,490</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>7,377</td>
<td>6,006</td>
</tr>
</tbody>
</table>

(b) Operating lease receivables (incl GST)

The Council has entered into commercial property leases. These properties held under operating leases have remaining non-cancellable lease terms of between 1 and 50 years. All leases include a CPI based revision of the rental charge annually.

Future minimum rentals under non-cancellable operating leases are as follows:

<table>
<thead>
<tr>
<th></th>
<th>2017 $'000</th>
<th>2016 $'000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not later than one year</td>
<td>2,599</td>
<td>2,108</td>
</tr>
<tr>
<td>Later than one year and not later than five years</td>
<td>3,477</td>
<td>2,740</td>
</tr>
<tr>
<td>Later than five years</td>
<td>1,529</td>
<td>1,588</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>7,605</td>
<td>6,416</td>
</tr>
</tbody>
</table>

**NOTE 32 Superannuation**

Council makes majority of its employer superannuation contributions in respect of its employees to the Local Authorities Superannuation Fund (the Fund). This Fund has two categories of membership, accumulation and defined benefits, each of which is funded differently. Obligations for contributions to the Fund are recognised as an expense in the Comprehensive Income Statement when they are made or due.

**Accumulation**

The Fund’s accumulation categories, Vision MySuper/ Vision Super Saver, receive both employer and employee contributions on a progressive basis. Employer contributions are normally based on a fixed percentage of employee earnings (for the year ending 30 June 2017, this was 9.5% as required under Superannuation Guarantee legislation).

**Defined Benefit**

Council does not use defined benefit accounting for its defined benefit obligations under the Fund’s Defined Benefit category. This is because the Fund’s Defined Benefit category is a pooled multi-employer sponsored plan.

There is no proportional split of the defined benefit liabilities, assets or costs between the participating employers as the defined benefit obligation is a floating obligation between the participating employers and the only time that the aggregate obligation is allocated to specific employers is when a call is made. As a result, the level of participation of Council in the Fund cannot be measured as a percentage compared with other participating employers. Therefore, the Actuary is unable to allocate benefit liabilities, assets and costs between employers for the purposes of AASB 119.
Notes to the Financial Report
For the Year Ended 30 June 2017

NOTE 32  Superannuation (cont’d)

Funding arrangements

Council makes employer contributions to the Defined Benefit category of the Fund at rates determined by the Trustee on the advice of the Fund’s Actuary:

As at 30 June 2016, an interim actuarial investigation was held as the Fund provides lifetime pensions in the Defined Benefit category. The vested benefit index (VBI) of the Defined Benefit category of which Council is a contributing employer was 102%. To determine the VBI, the fund Actuary used the following long-term assumptions:

Net investment returns: 7.00% pa
Salary information: 4.25% pa
Price inflation (CPI) 2.5% pa

Vision Super has advised that the estimated VBI at June quarter end 2017 was 103.1%. The VBI is to be used as the primary funding indicator. Because the VBI was above 100%, the 2016 interim actuarial investigation determined the Defined Benefit category was in a satisfactory financial position and that no change was necessary to the Defined Benefit category’s funding arrangements from prior years.

Employer contributions

Regular contributions

On the basis of the results of the 2016 interim actuarial investigation conducted by the Fund Actuary, Council makes employer contributions to the Fund’s Defined Benefit category at rates determined by the Fund’s Trustee. For the year ended 30 June 2017, this rate was 9.5% of members’ salaries (9.5% in 2016/16). This rate will increase in line with any increase to the contribution rate. In addition, Council reimburses the Fund to cover the excess of the benefits paid as a consequence of retrenchment above the funded resignation or retirement benefit.

Funding calls

If the Defined Benefit category is in an unsatisfactory financial position at an actuarial investigation or the Defined Benefit category’s VBI is below its shortfall limit at any time other than the date of the actuarial investigation, the Defined Benefit category has a shortfall for the purposes of SPS 160 and the Fund is required to put a plan in place so that the shortfall is fully funded within three years of the shortfall occurring. The Fund monitors its VBI on a quarterly basis and the Fund has set its shortfall limit at 97%.

In the event that the Fund Actuary determines that there is a shortfall based on the above requirement, the Fund’s participating employers (including Council) are required to make an employer contribution to cover the shortfall. Using the agreed methodology, the shortfall amount is apportioned between the participating employers based on the pre-1 July 1993 and post-30 June 1993 service liabilities of the Fund’s Defined Benefit category, together with the employer’s payroll at 30 June 1993 and at the date the shortfall has been calculated.

Due to the nature of the contractual obligations between the participating employers and the Fund, and that the Fund includes lifetime pensioners and their reversionary beneficiaries; it is unlikely that the Fund will be wound up. If there is a surplus in the Fund, the surplus cannot be returned to the participating employers. In the event that a participating employer is wound-up, the defined benefit obligations of that employer will be transferred to that employer’s successor.

2016 Interim actuarial investigation surplus amounts

The Fund’s interim actuarial investigation as at 30 June 2016 identified the following in the defined benefit category of which Council is a contributing employer:

A VBI surplus of $40.3 million; and
A total service liability surplus of $156 million.
Appendix 1

Notes to the Financial Report
For the Year Ended 30 June 2017

NOTE 32 Superannuation (cont'd)

2015 Interim actuarial investigation surplus amounts (cont'd)

The VBI surplus means that the market value of the fund’s assets supporting the defined benefit obligations exceed the vested benefits that the defined benefit members would have been entitled to if they had all exited on 30 June 2016. The total service liability surplus means that the current value of the assets in the Fund’s Defined Benefit category plus expected future contributions exceeds the value of expected future benefits and expenses. Council was notified of 30 June 2016 VBI during August 2016.

2017 Full triennial actuarial investigation
A full actuarial investigation is being conducted for the Fund’s position as at 30 June 2017. It is anticipated that this actuarial investigation will be completed in December 2017.

Superannuation contributions

Contributions by Council (excluding any unfunded liability payments) to the above superannuation plans for the financial year ended 30 June 2017 are detailed below.

<table>
<thead>
<tr>
<th>Scheme</th>
<th>Type of Scheme</th>
<th>Rate</th>
<th>2017 $'000</th>
<th>2016 $'000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vision Super</td>
<td>Defined Benefits</td>
<td>9.5%</td>
<td>582</td>
<td>687</td>
</tr>
<tr>
<td>Vision Super</td>
<td>Accumulation</td>
<td>9.5%</td>
<td>4,238</td>
<td>4,642</td>
</tr>
<tr>
<td>Other Funds</td>
<td>Accumulation</td>
<td>9.5%</td>
<td>1,480</td>
<td>1,054</td>
</tr>
</tbody>
</table>

There were no unfunded liability payments to Vision Super in 2017 (2016: nil).

There were no contributions outstanding and no loans issued from or to the above schemes as at 30 June 2017.

The expected contributions to be paid to the Defined Benefit category of Vision Super for the year ending 30 June 2018 is $576k.

NOTE 33 Contingent liabilities and contingent assets

Contingent liabilities

a) Superannuation

Council has obligations under a defined benefit superannuation scheme that may result in the need to make additional contributions to the scheme; matters relating to this potential obligation are outlined in Note 32. As a result of the volatility in financial markets the likelihood of making such contributions in future periods exists. At this point in time it is not known if additional contributions will be required, their timing or potential amount.

41 Council staff (2016: 50) are members of Vision Super’s multi-employer defined benefits fund. Council established a Defined Benefit Call Reserve in 2014 to help provide for possible future calls on any unfunded liability of the fund. This reserve currently has a balance of $1 million.

b) Contingent liabilities arising from public liability

As a local authority with ownership of numerous parks, reserves, roads and other land holdings, the Council is regularly met with claims and demands allegedly arising from incidents which occur on land belonging to the Council. There are a number of outstanding claims against the Council in this regard. The Council carries $120 million of public liability insurance and the maximum liability of the Council in any single claim is the extent of its excess. The primary insurer is CGU Insurance Limited. There are no claims, which Council is aware of which would fall outside the terms of the Council’s policy.
Appendix 1

11.1 Adoption of Financial Statements to 30 June 2017 - DRAFT2 Annual Financial Report for Year Ending 30 June 2017

Notes to the Financial Report
For the Year Ended 30 June 2017

NOTE 33 Contingent liabilities and contingent assets (cont’d)

Contingent liabilities (cont’d)

c) Contingent liability arising from professional indemnity

As a local authority with statutory regulatory responsibilities, including the responsibility of issuing permits and approvals, the Council is met with claims and demands for damages allegedly arising from the actions of Council or its officers. The Council carries $50 million of professional indemnity insurance and the maximum liability of the Council in any single claim is the extent of its excess. The primary insurer is CGU Insurance Limited. There are no instances or claims, which Council is aware of which would fall outside the terms of the Council’s policy.

d) The Council has guaranteed the following overdraft facility.

Council has guaranteed an overdraft facility up to $30,000 in favour of the Commonwealth Bank of Australia supporting an overdraft limit of $30,000 to Southern Community Broadcasters Inc.

e) Other Contingent Liabilities

The Council is presently involved in several confidential legal matters which are being conducted through Council’s solicitors. As these matters are yet to be finalised and the financial outcomes are unable to be reliably estimated, no allowance for these contingencies has been made in the financial statements.

Contingent assets

Estimated developer contributions of drainage and transport assets to be received in the future for estates currently under development as at 30 June 2017 total $1,147,630 ($1,347,438 at 30 June 2016). The additions relate to assets from the new Jackson Green estate in Clayton South:

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Year Ended 30 June 2017</td>
<td>$’000</td>
<td>$’000</td>
<td>$’000</td>
<td>$’000</td>
</tr>
<tr>
<td>1,148</td>
<td>-</td>
<td>-</td>
<td></td>
<td>1,148</td>
</tr>
<tr>
<td>Year Ended 30 June 2016</td>
<td>449</td>
<td>449</td>
<td>449</td>
<td>1,347</td>
</tr>
</tbody>
</table>
Appendix 1

11.1 Adoption of Financial Statements to 30 June 2017 - DRAFT2 Annual Financial Report for Year Ending 30 June 2017

Notes to the Financial Report
For the Year Ended 30 June 2017

NOTE 34  Financial instruments

(a) Objectives and policies
The Council’s principal financial instruments comprise cash assets, term deposits, receivables (excluding statutory receivables), payables (excluding statutory payables) and bank borrowings. Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement and the basis on which income and expenses are recognised, in respect of each class of financial asset, financial liability and equity instrument is disclosed in Note 1 of the financial statements.

Risk management is carried out by senior management under policies approved by the Council. These policies include identification and analysis of the risk exposure to Council and appropriate procedures, controls and risk minimisation.

(b) Market risk
Market risk is the risk that the fair value or future cash flows of our financial instruments will fluctuate because of changes in market prices. The Council’s exposures to market risk is primarily through interest rate risk with only insignificant exposure to other price risks and no exposure to foreign currency risk.

Interest rate risk
Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in market interest rates. Council’s interest rate liability risk arises primarily from long term loans and borrowings at fixed rates which expose council to fair value interest rate risk. Council does not hold any interest bearing financial instruments that are measured at fair value, and therefore has no exposure to fair value interest rate risk. Cash flow interest rate risk is the risk that the future cash flows of a financial instrument will fluctuate because of changes in market interest rates. Council has minimal exposure to cash flow interest rate risk through its cash and deposits that are at floating rates.

Investment of surplus funds is made with approved financial institutions under the Local Government Act 1989. Council manages interest rate risk by adopting an investment policy that ensures:
- diversification of investment product;
- monitoring of return on investment; and
- benchmarking of returns and comparison with budget.

There has been no significant change in the Council’s exposure, or its objectives, policies and processes for managing interest rate risk or the methods used to measure this risk from the previous reporting period.
Interest rate movements have not been sufficiently significant during the year to have an impact on the Council’s year end result.

(c) Credit risk
Credit risk is the risk that a contracting entity will not complete its obligations under a financial instrument and cause Council to make a financial loss. Council has exposure to credit risk on some financial assets included in our balance sheet. To help manage this risk:
- council has a policy for establishing credit limits for the entities Council deals with;
- council may require collateral where appropriate; and
- council only invests surplus funds with financial institutions which have a recognised credit rating specified in council’s investment policy.

Receivables consist of a large number of customers, spread across the ratepayer, business and government sectors. Credit risk associated with the Council’s financial assets is minimal because the main debtor is secured by a charge over the rateable property.

There are no material financial assets which are individually determined to be impaired.

Council may also be subject to credit risk for transactions which are not included in the balance sheet, such as when Council provides a guarantee for another party. Details of our contingent liabilities are disclosed in Note 33.
Notes to the Financial Report

For the Year Ended 30 June 2017

The maximum exposure to credit risk at the reporting date to recognised financial assets is the carrying amount, net of any provisions for impairment of those assets, as disclosed in the balance sheet and notes to the financial statements. Council does not hold any collateral.

NOTE 34  Financial instruments (cont’d)

(d) Liquidity risk

Liquidity risk includes the risk that, as a result of council’s operational liquidity requirements, it will not have sufficient funds to settle a transaction when required or will be forced to sell a financial asset at below value or may be unable to settle or recover a financial asset.

To help reduce these risks Council:
- has a liquidity policy which targets a minimum and average level of cash and cash equivalents to be maintained;
- has readily accessible standby facilities and other funding arrangements in place;
- has a liquidity portfolio structure that requires surplus funds to be invested within various bands of liquid instruments;
- monitors budget to actual performance on a regular basis; and
- sets limits on borrowings relating to the percentage of loans to rate revenue and percentage of loan principal repayments to rate revenue.

The Council’s maximum exposure to liquidity risk is the carrying amounts of financial liabilities as disclosed on the face of the balance sheet and the amounts related to financial guarantees disclosed in Note 33, and is deemed insignificant based on prior periods’ data and current assessment of risk.

There has been no significant change in Council’s exposure, or its objectives, policies and processes for managing liquidity risk or the methods used to measure this risk from the previous reporting period.

With the exception of borrowings, all financial liabilities are expected to be settled within normal terms of trade. Details of the maturity profile for borrowings are disclosed at Note 26.

Unless otherwise stated, the carrying amounts of financial instruments reflect their fair value.

(e) Fair value

Fair value hierarchy

Council’s financial assets and liabilities are not valued in accordance with the fair value hierarchy, Council’s financial assets and liabilities are measured at amortised cost.

(f) Sensitivity disclosure analysis

Taking into account past performance, future expectations, economic forecasts, and management’s knowledge and experience of the financial markets, the Council believes the following movements are ‘reasonably possible’ over the next 12 months (Base rates are sourced from Reserve Bank of Australia):

- A parallel shift of +2% and -2% in market interest rates (AUD).

These movements will not have a material impact on the valuation of Council’s financial assets and liabilities, nor will they have a material impact on the results of Council’s operations.
Notes to the Financial Report
For the Year Ended 30 June 2017

NOTE 35  Related Party Disclosures

(a) Related Parties
Parent Entity
Kingston City Council is the parent entity

Subsidiaries & Associates
Council has no interest in subsidiaries and associates

(b) Key Management Personnel

Names of persons holding the position of Councillor or other members of key management personnel at any time during the year are:

Councillors
Councillor T Bearsley (Mayor – 01 July 2016 – 22 October 2016)
Councillor D Eden (Mayor – 07 Nov 2016 – 30 June 2017)
Councillor G Gledhill
Councillor R A West OAM
Councillor S Staikos
Councillor T Barth
Councillor R Brownlee OAM
Councillor G Oxley (Councillor - 07 Nov 2016 – 30 June 2017)
Councillor G Hu (Councillor - 07 Nov 2016 – 30 June 2017)
Councillor J Ronke (Councillor – 01 Jul 2016 – 22 Oct 2016)
Councillor P Peulich (Councillor – 01 Jul 2016 – 22 Oct 2016)

| Total Number of Councillors (i) | 11 | 9 |
| Chief Executive Officer and other Key Management Personnel | 5 | 5 |
| **Total Key Management Personnel** | **16** | **14** |

(i) Council elections were held on 22 October 2016 with two new Councillors elected. All Councillors were declared elected or re-elected on 7 November 2016.

(c) Remuneration of Key Management Personnel

Total remuneration of key management personnel was as follows:

<table>
<thead>
<tr>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>$’000</td>
<td>$’000</td>
</tr>
<tr>
<td>Short-term benefits</td>
<td>1,724</td>
</tr>
<tr>
<td>Long-term benefits</td>
<td>-</td>
</tr>
<tr>
<td>Termination benefits</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1,738</strong></td>
</tr>
</tbody>
</table>
NOTE 35  Related Party Disclosures (cont’d)

(c) Remuneration of Key Management Personnel (cont’d)

The numbers of Key Management Personnel whose total remuneration from Council and any related entities, fall within the following bands (see also note 35 (b) (i)).

<table>
<thead>
<tr>
<th>Band</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ 0–$ 10,000</td>
<td>2</td>
</tr>
<tr>
<td>$ 20,000–$ 29,999</td>
<td>2</td>
</tr>
<tr>
<td>$ 30,000–$ 39,999</td>
<td>5</td>
</tr>
<tr>
<td>$ 50,000–$ 59,999</td>
<td>1</td>
</tr>
<tr>
<td>$ 70,000–$ 79,999</td>
<td>1</td>
</tr>
<tr>
<td>$ 80,000–$ 89,999</td>
<td>-</td>
</tr>
<tr>
<td>$220,000–$229,999</td>
<td>-</td>
</tr>
<tr>
<td>$230,000–$239,999</td>
<td>1</td>
</tr>
<tr>
<td>$240,000–$249,999</td>
<td>1</td>
</tr>
<tr>
<td>$250,000–$259,999</td>
<td>-</td>
</tr>
<tr>
<td>$260,000–$269,999</td>
<td>2</td>
</tr>
<tr>
<td>$350,000–$359,999</td>
<td>-</td>
</tr>
<tr>
<td>$360,000–$369,999</td>
<td>-</td>
</tr>
<tr>
<td>$370,000–$379,999</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>16</td>
</tr>
<tr>
<td></td>
<td>14</td>
</tr>
</tbody>
</table>

(d) Transactions with related parties

During the period Council entered into no transactions with related parties.

(e) Outstanding balances with related parties

No balances are outstanding at the end of the reporting period in relation to transactions with related parties.

(f) Loans to/from related parties

No loans were made to/from related parties of Council during the financial year.

(g) Commitments to/from related parties

No commitments were made to/from related parties of Council during the financial year.
Notes to the Financial Report
For the Year Ended 30 June 2017

NOTE 36  Senior Officer Remuneration

A Senior Officer is an officer of Council, other than Key Management Personnel, who:
(a) has management responsibilities and reports directly to the Chief Executive Officer; or
(b) whose total annual remuneration exceeds $142,000.

The number of Senior Officers are shown below in the relevant income bands. For the year ended 30 June 2017, four General Managers are now classified as Key Management Personnel and no longer appear in the table below as Senior Officers. 2016 numbers have been adjusted accordingly for comparison.

<table>
<thead>
<tr>
<th>Remuneration Range</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>$142,000-$149,999</td>
<td>2</td>
<td>4</td>
</tr>
<tr>
<td>$150,000-$159,999</td>
<td>6</td>
<td>5</td>
</tr>
<tr>
<td>$160,000-$169,999</td>
<td>4</td>
<td>1</td>
</tr>
<tr>
<td>$170,000-$179,999</td>
<td>3</td>
<td>5</td>
</tr>
<tr>
<td>$180,000-$189,999</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>$190,000-$199,999</td>
<td>1</td>
<td>-</td>
</tr>
<tr>
<td>Total</td>
<td>19</td>
<td>18</td>
</tr>
</tbody>
</table>

Total Remuneration for the reporting year of Senior Officers included above amounted to: $3,142  $2,979

NOTE 37  Events Occurring After Balance Date

No matters have occurred after balance date that require disclosure in the financial report.
Certification of the Financial Statements

In my opinion the accompanying financial statements have been prepared in accordance with the Local Government Act 1989, the Local Government (Planning and Reporting) Regulations 2014, Australian Accounting Standards and other mandatory professional reporting requirements.

P A Franklin .................................................................
Principal Accounting Officer

Date: .................................................................

Location: .................................................................

In our opinion, the accompanying financial report presents fairly the financial transactions of Kingston City Council for the year ended 30 June 2017 and the financial position of the Council as of that date.

As at the date of signing, we are not aware of any circumstances that would render any particulars in the financial report to be misleading or inaccurate. We have been authorised by the Council and by the Local Government (Planning and Reporting) Regulations 2014 to certify the financial statements in their final form.

D Eden .................................................................
Mayor

Date: .................................................................

Location: .................................................................

G Oxley .................................................................
Councillor

Date: .................................................................

Location: .................................................................

J Nevins .................................................................
Chief Executive Officer

Date: .................................................................

Location: .................................................................
Draft Performance Statement
For the Year Ended 30 June 2017
This blank page is intentional
Performance Statement

For the year ended 30 June 2017

The Local Government Performance Reporting Framework (LGPRF) was introduced in 2014/15. The primary objective of the LGPRF is to provide comprehensive performance information that meets the needs of stakeholders. This is an objective that seeks to balance the needs and expectations of a number of audiences. In meeting this objective:

- councils will have information to support strategic decision-making and continuous improvement;
- communities will have information about council performance and productivity;
- regulators will have information to monitor compliance with relevant reporting requirements; and
- State and Commonwealth Governments will be better informed to make decisions that ensure an effective, efficient and sustainable system of local government.

To provide a comprehensive picture of council performance, four indicator sets covering service performance, financial performance, sustainable capacity and governance & management have been developed across three thematic areas: service performance, financial performance and sustainability.

The indicators will cover the Council service areas of:

- Governance;
- Statutory Planning;
- Economic Development;
- Roads;
- Libraries;
- Waste Collection;
- Aquatic Facilities;
- Animal Management;
- Food Safety;
- Home and Community Care;
- Maternal and Child Health.
Appendix 2

11.1 Adoption of Financial Statements to 30 June 2017 - Draft Performance Statement 30 June 2017

---

Service Performance Framework

Dimensions of the Service Performance Indicator Framework

<table>
<thead>
<tr>
<th>Dimension</th>
<th>Definition</th>
<th>Indicators/Measures</th>
</tr>
</thead>
<tbody>
<tr>
<td>Appropriateness</td>
<td>Output indicators that measure the extent to which services meet users' needs</td>
<td>Participation rate, Response time</td>
</tr>
<tr>
<td>Quality</td>
<td>Output indicators that measure the extent to which a service is delivered in accordance with defined standards</td>
<td>Resource standard, Service standard</td>
</tr>
<tr>
<td>Cost</td>
<td>Output indicators that measure how efficiently services use their resources (inputs) to produce outputs</td>
<td>Average cost per unit (unit cost)</td>
</tr>
<tr>
<td>Service Outcome</td>
<td>Outcome indicators that measure how well the outcomes of the service have achieved the stated objective</td>
<td>Community satisfaction, Health and safety</td>
</tr>
</tbody>
</table>

It is intended that measures that cover additional areas of Council Service will be added to the data requirements in future years.

Other measures included in the framework have been developed to examine:

- Overall Financial Performance;
- Sustainable Capacity; and
- Governance and Management.
Other Information

For the year ended 30 June 2017

Basis of preparation

Council is required to prepare and include a Performance Statement within its annual report. The Performance Statement includes the results of the prescribed sustainable capacity, service performance and financial performance indicators and measures together with a description of the municipal district and an explanation of material variations in the results. This statement has been prepared to meet the requirements of the Local Government Act 1989 and Local Government (Planning and Reporting) Regulations 2014.

Where applicable the results in the Performance Statement have been prepared on accounting basis consistent with those reported in the Financial Statements. The other results are based on information drawn from Council Information systems or from third parties (e.g. Australian Bureau of Statistics).

The Performance Statement presents the actual results for the current year and for the prescribed financial performance indicators, the forecast results as adopted in Council’s Strategic Resource Plan which forms part of the Council Plan. The Local Government (Planning and Reporting) Regulations 2014 requires explanation of any material variations in the results contained in the Performance Statement. The Strategic Resource Plan includes estimates based on key assumptions about the future that were relevant at the time of adoption and aimed at achieving sustainability over the long term. Detailed information on the actual financial results is contained in the General Purpose Financial Statements. Council has adopted materiality thresholds relevant to each indicator and measure and explanations have not been provided for variations below the materiality thresholds unless the variance is considered to be material because of its nature.

Our City

The City of Kingston is located in the middle southern suburbs of Melbourne, approximately 15km south of the Melbourne CBD and covers an area of 91 square kilometres. Every suburb in Kingston offers something different, from diverse businesses, housing, shops and restaurants, to beaches, bushland, parks and playgrounds. Kingston is also home to over 114 parks and playgrounds; including the magnificent Bicentennial Park in Chelsea, Kingston Heath and the kooky UFO Park at Grange Reserve in Clayton South.

Kingston is one of the state’s main employment centres, having one of the largest and most concentrated industrial sectors in Victoria. There are approximately 16,000 businesses with over 70,000 people employed throughout the City of Kingston. Our significant industrial sector generates an annual economic output of about $25 billion per annum.

Community and business networks play an important role in linking and supporting local businesses. Almost 30% of the community work locally and are able to enjoy shorter arrival times and an improved work-life balance.
Kingston's shopping amenities range from local neighbourhood shops and friendly village strips, to Southland Shopping Centre, DFO Moorabbin and major activity centres in Moorabbin, Cheltenham, Mentone, Mordialloc and Chelsea.

Our suburbs
Kingston’s suburbs include Aspendale, Aspendale Gardens, Bonbeach, Braeside, Carrum, Chelsea, Chelsea Heights, Cheltenham, Clarinda, Clayton South, Dingley Village, Edithvale, Heatherton, Highett, Mentone, Moorabbin, Moorabbin Airport, Mordialloc, Oakleigh South, Parkdale, Patterson Lakes and Waterways.

Population
Kingston is a diverse community with a current estimate resident population of approximately 157,000 spanning a wide range of ages, household types and cultures. Our community is constantly growing; by 2036 Kingston’s population is expected to reach 185,000, making up an anticipated 77,000 dwellings.

Consistent with national trends, Kingston’s oldest residents comprise the fastest growing population group in the municipality. Future planning will explore how services will cope with the greater demand caused by this increase.

Kingston is a culturally diverse city with residents from over 153 countries who speak over 132 languages. About 31% of Kingston’s population was born overseas, with 26% from non-English speaking backgrounds including Vietnamese, Indian, Sri Lankan, Greek, Italian and Chinese societies.


The formulas used to determine the Results for 2016/17 are shown in the following tables.
## Sustainable Capacity Indicators

For the year ended 30 June 2017

<table>
<thead>
<tr>
<th>Indicator/measure</th>
<th>Results 2015</th>
<th>Results 2016</th>
<th>Results 2017</th>
<th>Material Variations and Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Own-source revenue</strong>&lt;br&gt;Own-source revenue per head of municipal population</td>
<td>$980.41</td>
<td>$1,152.22</td>
<td>$1,059.19</td>
<td>The 2016/17 result is lower than 2015/16 due to the one-off $13.5 million net gain on disposal of property and bed licences in 2015/16.</td>
</tr>
<tr>
<td><strong>Recurrent grants</strong>&lt;br&gt;Recurrent grants per head of municipal population</td>
<td>$216.37</td>
<td>$209.29</td>
<td>$234.07</td>
<td>The 2016/17 result is higher due to the early payment of $2.2 million from the Victorian Grants Commission in June 2017 and additional grants received by aged care services.</td>
</tr>
<tr>
<td><strong>Population</strong>&lt;br&gt;Expenses per head of municipal population</td>
<td>$1,086.22</td>
<td>$1,096.61</td>
<td>$1,087.86</td>
<td>This is in line with expected results for 2016/17 with expenses of $171 million remaining stable and an increased population of 168,754 up 1.5% on 2016.</td>
</tr>
<tr>
<td>[Total expenses / Municipal population]&lt;br&gt;Infrastructure per head of municipal population</td>
<td>$5,249.35</td>
<td>$5,429.19</td>
<td>$5,250.27</td>
<td>The result is consistent with expectations of increasing population in Kingston.</td>
</tr>
<tr>
<td>[Value of Infrastructure / Municipal population]&lt;br&gt;Population density per length of road</td>
<td>249.03</td>
<td>252.00</td>
<td>254.71</td>
<td>The results demonstrate a gradual increase in population density as Kingston takes a share of Melbourne’s growing population.</td>
</tr>
<tr>
<td><strong>Disadvantage</strong>&lt;br&gt;Relative Socio-Economic Disadvantage</td>
<td>9</td>
<td>9</td>
<td>9</td>
<td>The result reflects a relatively low level of disadvantage within Kingston’s diverse communities, which is in line with results for neighbouring municipalities.</td>
</tr>
<tr>
<td>[Index of Relative Socio-Economic Disadvantage by decile]</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Note that definitions are at the end of this document*
## Service Performance Indicators

For the year ended 30 June 2017

<table>
<thead>
<tr>
<th>Service/Indicator/Measure</th>
<th>Results 2015</th>
<th>Results 2016</th>
<th>Results 2017</th>
<th>Material Variations and Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Governance Satisfaction Satisfaction with council decisions</td>
<td>58.00</td>
<td>58.00</td>
<td>60.00</td>
<td>This rating is sourced from an annual Community Satisfaction Survey that is coordinated by State Government and conducted by an independent research company on behalf of Victorian councils. Kingston’s result for 2017 is two points higher than 2016 and compares to the State-wide average of 54 and the Metropolitan average of 56.</td>
</tr>
<tr>
<td>Statutory Planning Decision making Council planning decisions upheld at VCAT</td>
<td>63.00%</td>
<td>44.44%</td>
<td>35.71%</td>
<td>A high number of planning applications were required to be determined by Council in late 2016 in the period following the Council election. The incoming Council has determined to refuse an increased number of smaller medium density housing applications. Despite the number of Council decisions overturned by the VCAT many applications have been successfully resolved prior to a Hearing through the informal VCAT process of negotiation between the parties involved.</td>
</tr>
<tr>
<td>Roads Satisfaction Satisfaction with sealed local roads</td>
<td>68.00</td>
<td>67.00</td>
<td>67.00</td>
<td>This rating is sourced from an annual Community Satisfaction Survey that is coordinated by State Government and conducted by an independent research company on behalf of Victorian councils. Kingston’s result is consistent with previous years, in line with other metropolitan councils and significantly higher than the state wide average of 53.</td>
</tr>
<tr>
<td>Libraries Participation</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>-------------------------</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Active library members</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>[Number of active library members / Municipal population] x100</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>17.00%</td>
<td>17.81%</td>
<td>16.88%</td>
<td>The result is consistent with prior years.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Waste Collection Waste diversion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kerbside collection waste diverted from landfill</td>
</tr>
<tr>
<td>[Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100</td>
</tr>
<tr>
<td>50.00%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Aquatic Facilities Utilisation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Utilisation of aquatic facilities</td>
</tr>
<tr>
<td>[Number of visits to aquatic facilities / Municipal population]</td>
</tr>
<tr>
<td>5.01</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Animal Management Health and safety</th>
</tr>
</thead>
<tbody>
<tr>
<td>Animal management prosecutions</td>
</tr>
<tr>
<td>[Number of successful animal management prosecutions]</td>
</tr>
<tr>
<td>23.00</td>
</tr>
</tbody>
</table>
### Food Safety

#### Health and safety

| Critical and major non-compliance outcomes notifications | 100.00% | 100.00% | 100.00% | Major and Critical non-compliances continue to be treated as a matter of priority. The scheduling of follow-up inspections varies depending on the risk and severity of the items identified. |

[Number of critical non-compliance outcomes and major non-compliance notifications about a food premises followed up / Number of critical non-compliance outcomes and major non-compliance notifications about a food premises] \( \times 100 \)

### Home and Community Care (HACC)

#### Participation

**Participation in HACC service**

| 30.00% | 30.00% | Reporting Ceased 1 July 2016 due to the introduction of the Commonwealth Government's NDIS and CHSP programs |

[Number of people that received a HACC service / Municipal target population for HACC services] \( \times 100 \)

**Participation**

**Participation in HACC service by CALD people**

| 25.00% | 24.82% | Reporting HACC ceased on 1 July 2016 due to the introduction of the Commonwealth Government's NDIS and CHSP programs |

[Number of CALD people who receive a HACC service / Municipal target population in relation to CALD people for HACC services] \( \times 100 \)
<table>
<thead>
<tr>
<th>Maternal and Child Health (MCH) Participation</th>
<th>Draft Performance Statement 30 June 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Participation in the MCH service</td>
<td>77.00%</td>
</tr>
<tr>
<td>Participation in the MCH service (in the year) / Number of children enrolled in the MCH service</td>
<td>85.00%</td>
</tr>
</tbody>
</table>

Note that definitions are at the end of this document.

While disclosure of Aboriginal and Torres Strait Island (ATSI) status is voluntary, MCH nurses continue to encourage disclosure. Kingston MCH nurses encourage attendance by reminding all families of appointments and offer access to enhanced MCH services where needed.

The participation rate is stable. Those not attending council MCH services may instead choose to attend the four-year visit offered by their General Practitioner instead of council’s 3.5-year assessment.
## Financial Performance Indicators

For the year ended 30 June 2017

Forecasts are based on the Strategic Resource Plan adopted by Council in June 2017

<table>
<thead>
<tr>
<th>Dimension/Indicator/Measure</th>
<th>Results 2014/15</th>
<th>Results 2015/16</th>
<th>Results 2016/17</th>
<th>Forecasts 2017/18</th>
<th>Forecasts 2018/19</th>
<th>Forecasts 2019/20</th>
<th>Forecasts 2020/21</th>
<th>Material Variations and Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating position</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Adjusted underlying result</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Adjusted underlying surplus (or deficit)</td>
<td>9.68%</td>
<td>19.77%</td>
<td>18.22%</td>
<td>7.66%</td>
<td>6.08%</td>
<td>6.24%</td>
<td>5.43%</td>
<td>The 2016 result was higher primarily due to the sale of Kingston's bed licences and sale of Council property at Collins Street Mentone. The 2017 result remains positive and is supported by greater revenue than anticipated from Supplementary Valuations, Planning Application fees and Grants received in advance combined with lower overall Materials and Employee Costs. The Long Term Financial Strategy is expected to remain positive over the forecast years.</td>
</tr>
<tr>
<td>Liquidity</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Working capital</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current assets compared to current liabilities</td>
<td>194.62%</td>
<td>284.73%</td>
<td>349.37%</td>
<td>245.78%</td>
<td>197.21%</td>
<td>222.70%</td>
<td>238.80%</td>
<td>The working capital ratio for 2017 is greater than last year due to higher cash holdings from the sale of Kingston’s bed licenses and sale of Council property at Collins Street Mentone combined with some delayed capital expenditure. Over the next four years Council’s Working Capital Ratio will be in the range of 197% to 246% for the forecast period. Council’s assured cash flows means that Council is confident it can pay its debts as and when they fall due. The current state-wide average for inner metropolitan Melbourne Councils for this indicator is approximately 229%.</td>
</tr>
</tbody>
</table>

Performance Statement for the year ended 30 June 2017
### Unrestricted Cash

Unrestricted cash compared to current liabilities

\[
\text{[Unrestricted cash / Current liabilities]} \times 100
\]

| 104.84% | 209.26% | 321.73% | 220.01% | 175.19% | 199.88% | 215.39% |

The higher cash reserves over a consistent level of current liabilities across the two comparative financial years deliver a higher 2017 Unrestricted Cash ratio.

### Obligations

#### Loans and Borrowings

Loans and borrowings compared to rates

\[
\text{[Interest bearing loans and borrowings / Rate revenue]} \times 100
\]

| 17.41% | 15.76% | 14.50% | 10.00% | 5.28% | 1.25% | 0.25% |

The result for this measure has reduced to 14.5% from 15.76% last year which is in line with expectations and is expected to further decrease over the 4 year period to 2020/21 as per Council's Long Term Financial Strategy. The decreasing forecast trend reflects the scheduled repayment of debt over the four year period and the decrease in overall external debt levels.

#### Loans and Borrowings Repayments compared to rates

\[
\text{[Interest and principal repayments on interest bearing loans and borrowings / Rate revenue]} \times 100
\]

| 2.94% | 3.97% | 3.60% | 4.87% | 4.74% | 4.00% | 1.00% |

The 2017 result is in line with prior years’ results and is consistent with the Long Term Financial Plan.

### Indebtedness

Non-current liabilities compared to own source revenue

\[
\text{[Non-current liabilities / Own source revenue]} \times 100
\]

| 13.01% | 9.73% | 9.65% | 4.90% | 1.60% | 0.77% | 0.57% |

The lower 2017 result reflects a steady reduction in debt as per Council’s Long Term Financial Strategy.

### Asset Renewal

Asset renewal compared to depreciation

\[
\text{[Asset renewal expense / Asset depreciation]} \times 100
\]

| 112.66% | 116.59% | 109.29% | 100.02% | 94.25% | 78.51% | 85.06% |

The 2017 result is consistent with preceding years with Council maintaining current assets renewal spend level in line with expectations and with the Long Term Financial Strategy.
## Stability

**Rates concentration**
Rates compared to adjusted underlying revenue  
\[
\text{[Rate revenue} / \text{Adjusted underlying revenue}] \times 100
\]

<p>| | | | | | | |</p>
<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>64.60%</td>
<td>59.45%</td>
<td>62.45%</td>
<td>67.10%</td>
<td>67.23%</td>
<td>67.41%</td>
</tr>
</tbody>
</table>

The 2016 result is influenced by the one off gain on sale of assets. The 2017 result and the forecast years are consistent with expectations.

**Rates effort**
Rates compared to property values  
\[
\text{[Rate revenue} / \text{Capital improved value of rateable properties in the municipality}] \times 100
\]

<p>| | | | | | | |</p>
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</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>0.28%</td>
<td>0.29%</td>
<td>0.25%</td>
<td>0.25%</td>
<td>0.26%</td>
<td>0.27%</td>
</tr>
</tbody>
</table>

The 2017 result is in line with preceding years and reflects budget expectations. The forecast reflects the Long Term Financial Strategy projections of rate revenue.

## Efficiency

**Expenditure level**
Expenses per property assessment  
\[
\text{[Total expenses} / \text{Number of property assessments}]
\]

<p>| | | | | | | |</p>
<table>
<thead>
<tr>
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<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$2,335.33</td>
<td>$2,361.13</td>
<td>$2,343.03</td>
<td>$2,513.58</td>
<td>$2,619.32</td>
<td>$2,683.55</td>
</tr>
</tbody>
</table>

The 2017 result is lower than 2016 reflecting steady levels of expenditure being spread over a higher number of assessments.

**Revenue level**
Average residential rate per residential property assessment  
\[
\text{[Residential rate revenue} / \text{Number of residential property assessments}]
\]

<p>| | | | | | | |</p>
<table>
<thead>
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</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$1,584.47</td>
<td>$1,658.81</td>
<td>$1,716.68</td>
<td>$1,826.39</td>
<td>$1,862.91</td>
<td>$1,900.17</td>
</tr>
</tbody>
</table>

The 2017 result is consistent with budget expectations. The forecast reflects the Long Term Financial Strategy.

## Workforce turnover

Resignations and terminations compared to average staff  
\[
\text{[Number of permanent staff resignations and terminations} / \text{Average number of permanent staff for the financial year}] \times 100
\]

<p>| | | | | | | |</p>
<table>
<thead>
<tr>
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<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>11.53%</td>
<td>28.31%</td>
<td>13.00%</td>
<td>13.00%</td>
<td>13.00%</td>
<td>13.00%</td>
</tr>
</tbody>
</table>

The 2017 result and forecast years are expected to be stable after the reduction of approximately 100 staff following Council’s exit from residential aged care in 2016.

---

*Note that definitions are at the end of this document*
### Definitions

<table>
<thead>
<tr>
<th>Term</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aboriginal child</td>
<td>means a child who is an Aboriginal person</td>
</tr>
<tr>
<td>Aboriginal person</td>
<td>has the same meaning as in the Aboriginal Heritage Act 2006</td>
</tr>
<tr>
<td>active library member</td>
<td>means a member of a library who has borrowed a book from the library</td>
</tr>
<tr>
<td>adjusted underlying revenue</td>
<td>means total income other than—</td>
</tr>
<tr>
<td></td>
<td>(a) non-recurrent grants used to fund capital expenditure; and</td>
</tr>
<tr>
<td></td>
<td>(b) non-monetary asset contributions; and</td>
</tr>
<tr>
<td></td>
<td>(c) contributions to fund capital expenditure from sources other than those</td>
</tr>
<tr>
<td></td>
<td>referred to in paragraphs (a) and (b)</td>
</tr>
<tr>
<td>adjusted underlying surplus (or deficit)</td>
<td>means adjusted underlying revenue less total expenditure</td>
</tr>
<tr>
<td>annual report</td>
<td>means an annual report prepared by a council under sections 131, 132 and</td>
</tr>
<tr>
<td></td>
<td>133 of the Act</td>
</tr>
<tr>
<td>asset renewal expenditure</td>
<td>means expenditure on an existing asset or on replacing an existing asset</td>
</tr>
<tr>
<td></td>
<td>that returns the service capability of the asset to its original capability</td>
</tr>
<tr>
<td>class 1 food premises</td>
<td>means food premises, within the meaning of the Food Act 1984, that have</td>
</tr>
<tr>
<td></td>
<td>been declared as class 1 food premises under section 19C of that Act</td>
</tr>
<tr>
<td>class 2 food premises</td>
<td>means food premises, within the meaning of the Food Act 1984, that have</td>
</tr>
<tr>
<td></td>
<td>been declared as class 2 food premises under section 19C of that Act</td>
</tr>
<tr>
<td>Community Care Common Standards</td>
<td>means the Community Care Common Standards for the delivery of HACC services,</td>
</tr>
<tr>
<td></td>
<td>published from time to time by the Commonwealth</td>
</tr>
<tr>
<td>critical non-compliance outcome</td>
<td>means a notification received by council under section 19N(3) or (4) of the</td>
</tr>
<tr>
<td>notification</td>
<td>Food Act 1984, or advice given to council by an authorised officer under</td>
</tr>
<tr>
<td></td>
<td>that Act, of a deficiency that poses an immediate serious threat to public</td>
</tr>
<tr>
<td></td>
<td>health</td>
</tr>
<tr>
<td>Culturally and Linguistically Diverse</td>
<td>Means Culturally and Linguistically Diverse people born outside Australia in</td>
</tr>
<tr>
<td>(CALD)</td>
<td>a country whose national language is not English</td>
</tr>
<tr>
<td>current assets</td>
<td>has the same meaning as in the Australian Accounting Standards (AAS)</td>
</tr>
<tr>
<td>current liabilities</td>
<td>has the same meaning as in the AAS</td>
</tr>
<tr>
<td>expenses</td>
<td>means expenses including employee costs, materials and services, bad</td>
</tr>
<tr>
<td></td>
<td>and doubtful debts, depreciation and amortization, borrowing costs and</td>
</tr>
<tr>
<td></td>
<td>other expenses</td>
</tr>
<tr>
<td>food premises</td>
<td>has the same meaning as in the Food Act 1984 and includes all street</td>
</tr>
<tr>
<td></td>
<td>trader notifications</td>
</tr>
<tr>
<td>HACC program</td>
<td>means the Home and Community Care program established under the Agreement</td>
</tr>
<tr>
<td></td>
<td>entered into for the purpose of the Home and Community Care Act 1985 of the</td>
</tr>
<tr>
<td></td>
<td>Commonwealth</td>
</tr>
<tr>
<td>HACC service</td>
<td>means home help, personal care or community respite provided under the</td>
</tr>
<tr>
<td></td>
<td>HACC program</td>
</tr>
<tr>
<td>infrastructure</td>
<td>means non-current property, plant and equipment excluding land</td>
</tr>
<tr>
<td>local road</td>
<td>means a sealed or unsealed road for which the council is the responsible</td>
</tr>
<tr>
<td></td>
<td>road authority under the Road Management Act 2004</td>
</tr>
<tr>
<td>MCH</td>
<td>means the Maternal and Child Health Service provided by a council to</td>
</tr>
<tr>
<td></td>
<td>support the health and development of children within the municipality from</td>
</tr>
<tr>
<td></td>
<td>birth until school age</td>
</tr>
<tr>
<td>major non-compliance outcome notification</td>
<td>means a notification received by a council under section 19N(3) or (4) of</td>
</tr>
<tr>
<td></td>
<td>the Food Act 1984, or advice given to council by an authorised officer under</td>
</tr>
<tr>
<td></td>
<td>that Act, of a deficiency that does not pose an immediate serious threat to</td>
</tr>
<tr>
<td></td>
<td>public health but may do so if no remedial action is taken</td>
</tr>
<tr>
<td>non-current assets</td>
<td>means all assets other than current assets</td>
</tr>
<tr>
<td>Term</td>
<td>Definition</td>
</tr>
<tr>
<td>-----------------------------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>non-recurrent grant</td>
<td>means a grant obtained on the condition that it be expended in a specified manner and is not expected to be received again during the period covered by a council's Strategic Resource Plan</td>
</tr>
<tr>
<td>non-current liabilities</td>
<td>means all liabilities other than current liabilities</td>
</tr>
<tr>
<td>own-source revenue</td>
<td>means adjusted underlying revenue other than revenue that is not under the control of council (including government grants)</td>
</tr>
<tr>
<td>population</td>
<td>means the resident population estimated by council</td>
</tr>
<tr>
<td>rate revenue</td>
<td>means revenue from general rates, municipal charges, service rates and service charges</td>
</tr>
<tr>
<td>recurrent grant</td>
<td>means a grant other than a non-recurrent grant</td>
</tr>
<tr>
<td>relative socio-economic disadvantage</td>
<td>in relation to a municipality, means the relative socio-economic disadvantage, expressed as a decile for the relevant financial year, of the area in which the municipality is located according to the Index of Relative Socio-Economic Disadvantage (Catalogue Number 2033.0.55.001) of the Socio-Economic Indexes for Areas (SEIFA) published from time to time by the Australian Bureau of Statistics on its Internet website</td>
</tr>
<tr>
<td>residential rates</td>
<td>means revenue from general rates, municipal charges, service rates and service charges levied on residential properties</td>
</tr>
<tr>
<td>restricted cash</td>
<td>means cash and cash equivalents, within the meaning of the AAS, that are not available for use other than for a purpose for which it is restricted, and includes cash to be used to fund capital works expenditure from the previous financial year</td>
</tr>
<tr>
<td>target population</td>
<td>has the same meaning as in the Agreement entered into for the purposes of the Home and Community Care Act 1985 of the Commonwealth</td>
</tr>
<tr>
<td>unrestricted cash</td>
<td>means all cash and cash equivalents other than restricted cash.</td>
</tr>
<tr>
<td>WorkSafe reportable aquatic facility safety incident</td>
<td>means an incident relating to a council aquatic facility that is required to be notified to the Victorian WorkCover Authority under Part 5 of the Occupational Health and Safety Act 2004.</td>
</tr>
</tbody>
</table>
Certification of the Performance Statement

In my opinion, the accompanying performance statement has been prepared in accordance with the Local Government Act 1999 and the Local Government (Planning and Reporting) Regulations 2014.

Principal Accounting Officer
P.A. Franklin

Dated:

In our opinion, the accompanying performance statement of the Kingston City Council for the year ended 30 June 2017 presents fairly the results of council's performance in accordance with the Local Government Act 1999 and the Local Government (Planning and Reporting) Regulations 2014.

The performance statement contains the relevant performance indicators, measures and results in relation to service performance, financial performance and sustainable capacity.

At the date of signing, we are not aware of any circumstances that would render any particulars in the performance statement to be misleading or inaccurate.

We have been authorised by the Council and by the Local Government (Planning and Reporting) Regulations 2014 to certify this performance statement in its final form.

Mayor
Cr D. Eden

Dated:

Councillor
Cr G. Oxley

Dated:

J. Nevins
Chief Executive Officer

Dated:
## Governance and Management Checklist 2016-17

The following are the results in the prescribed form of council's assessment against the prescribed governance and management checklist.

<table>
<thead>
<tr>
<th>Column 1</th>
<th>Governance and Management Item</th>
<th>Column 2</th>
<th>Assessment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Community engagement policy (policy outlining Council's commitment to engaging with the community on matters of public interest)</td>
<td>Current policy in operation: 5/04/2014</td>
<td>✓</td>
</tr>
<tr>
<td>2</td>
<td>Community engagement guidelines (guidelines to assist staff to determine when and how to engage with the community)</td>
<td>Current guidelines in operation: 16/01/2013</td>
<td>✓</td>
</tr>
<tr>
<td>3</td>
<td>Strategic Resource Plan (plan under section 126 of the Act outlining the financial and non-financial resources required for at least the next 4 financial years)</td>
<td>Plan adopted in accordance with section 126 of the Act: 13/06/2017</td>
<td>✓</td>
</tr>
<tr>
<td>4</td>
<td>Annual budget (plan under section 130 of the Act setting out the services to be provided and initiatives to be undertaken over the next 12 months and the funding and other resources required)</td>
<td>Budget adopted in accordance with section 130 of the Act: 13/06/2017</td>
<td>✓</td>
</tr>
<tr>
<td>5</td>
<td>Asset management plans (plans that set out the asset maintenance and renewal needs for key infrastructure asset classes for at least the next 10 years)</td>
<td>Current plans in operation: Asset Management Policy 25/11/2013 Asset Management Plans: Drainage 01/03/2008; Transport 01/03/2008; Community Facilities 01/03/2008; Recreational Spaces 01/03/2008; Capital Works Forward Plan 28/08/2017</td>
<td>✓</td>
</tr>
<tr>
<td>6</td>
<td>Rating strategy (strategy setting out the rating structure of Council to levy rates and charges)</td>
<td>The Rating Strategy is Section 15 of the Annual Budget 2017/18. Current strategy in operation: 13/06/2017</td>
<td>✓</td>
</tr>
<tr>
<td>7</td>
<td>Risk policy (policy outlining Council's commitment and approach to minimising the risks to Council's operations)</td>
<td>Current policy in operation: 24/08/2016</td>
<td>✓</td>
</tr>
<tr>
<td>8</td>
<td>Fraud policy (policy outlining Council's commitment and approach to minimising the risk of fraud)</td>
<td>Current policy in operation: 4/10/2016</td>
<td>✓</td>
</tr>
<tr>
<td>9</td>
<td>Municipal emergency management plan (plan under section 20 of the Emergency Management Act 1986 for emergency prevention, response and recovery)</td>
<td>Prepared and maintained in accordance with section 20 of the Emergency Management Act 1986: 15/02/2017</td>
<td>✓</td>
</tr>
<tr>
<td>10</td>
<td>Procurement policy (policy under section 186A of the Local Government Act 1989 outlining the matters, practices and procedures that will apply to all purchases of goods, services and works)</td>
<td>Prepared and approved in accordance with section 186A of the Local Government Act: 26/06/2017</td>
<td>✓</td>
</tr>
</tbody>
</table>
## Governance and Management Checklist 2016-17

<table>
<thead>
<tr>
<th>Column 1 Governance and Management Item</th>
<th>Column 2 Assessment</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>11 Business continuity plan</strong> (plan setting out the actions that will be taken to ensure that key services continue to operate in the event of a disaster)</td>
<td>Current plan in operation: 13/06/2017</td>
</tr>
<tr>
<td><strong>12 Disaster recovery plan</strong> (plan setting out the actions that will be undertaken to recover and restore business capability in the event of a disaster)</td>
<td>Current plan in operation: 6/02/2017</td>
</tr>
<tr>
<td><strong>13 Risk management framework</strong> (framework outlining Council’s approach to managing risks to the Council’s operations)</td>
<td>Current framework in operation: 8/07/2016</td>
</tr>
<tr>
<td><strong>14 Audit Committee</strong> (advisory committee of Council under section 139 of the Act whose role is to oversee the integrity of a Council’s financial reporting, processes to manage risks to the Council’s operations and for compliance with applicable legal, ethical, and regulatory requirements)</td>
<td>Kingston’s Audit Committee was established in 1997, prior to the legislative requirement that made Audit Committees mandatory. The current Audit Committee Charter was approved by Council on 22/02/2016. Committee established in accordance with section 139 of the Act: 1/01/1997</td>
</tr>
<tr>
<td><strong>15 Internal audit</strong> (independent accounting professionals engaged by the Council to provide analyses and recommendations aimed at improving Council’s governance, risk and management controls)</td>
<td>Internal auditor engaged: 1/07/2013</td>
</tr>
<tr>
<td><strong>16 Performance reporting framework</strong> (a set of indicators measuring financial and non-financial performance, including the performance indicators referred to in section 131 of the Act)</td>
<td>Current framework in operation: 26/04/2017</td>
</tr>
<tr>
<td><strong>17 Council Plan reporting</strong> (report reviewing the performance of the Council against the Council Plan, including the results in relation to the strategic indicators, for the first six months of the financial year)</td>
<td>Current reports: One Vision Council Plan Performance Reports: September 2016 - 28/11/2016; December 2016 - 27/2/2017; March 2017 - 22/5/2017</td>
</tr>
<tr>
<td><strong>19 Risk reporting</strong> (six-monthly reports of strategic risks to Council’s operations, their likelihood and consequences of occurring and risk minimisation strategies)</td>
<td>Reports prepared and presented: Quarterly Strategic &amp; Operational Risk Reports 15/08/2016, 07/11/2016</td>
</tr>
</tbody>
</table>
## Governance and Management Checklist 2016-17

<table>
<thead>
<tr>
<th>Column 1</th>
<th>Column 2 Assessment</th>
</tr>
</thead>
</table>
| **20** Performance reporting (six-monthly reports of indicators measuring the results against financial and non-financial performance, including performance indicators referred to in section 131 of the Act) | Reports prepared and presented:  
One Vision Council Plan Performance Report as at December 2016 - 27/2/2017; 
Quarterly Financial Statements December 2016 - 27/2/2017; 
LGPRF Half Year Update 2016/17 - 15/03/2017 |
| **21** Annual report (annual report under sections 131, 132 and 133 of the Act to the community containing a report of operations and audited financial performance statements) | Annual report considered at a meeting of Council in accordance with section 134 of the Act: 17/10/2016 |
| **22** Councillor Code of Conduct (Code under section 75C of the Act setting out the conduct principles and the dispute resolution processes to be followed by Councillors) | Code of conduct reviewed in accordance with section 75C of the Act: 13/02/2017 |
| **23** Delegations (a document setting out the powers, duties and functions of Council and the Chief Executive Officer that have been delegated to members of staff) | Delegations reviewed in accordance with section 98(6) of the Act:  
Instrument of Delegation by Council to CEO 23/09/2013; 
Instrument of Delegation by Council to Staff 22/7/2013 |
| **24** Meeting procedures (a local law governing the conduct of meetings of Council and special committees) | Meeting procedures local law made in accordance with section 91(1) of the Act: 21/09/2015 |

I certify that this information presents fairly the status of council’s governance and management arrangements.

John Nevins  
Chief Executive Officer  
Dated:

Cr David Eden  
Mayor  
Dated:
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:

- Mind Recovery College - $1000.00
- Mentone St Bedes O.C. Amateur Football Club (1) - $1000.00 (subject to acquittal of previous grant)
- Mentone St Bedes O.C. Amateur Football Club (2) - $1000.00 (subject to acquittal of previous grant)
- Simone Hardham - $1000.00

That Council not approve the following grant applications:
- Darren Wright
- St Andrew’s Calisthenics
- Kabelo Mogale
- Make a Difference Dingley Village
- Elise Scott
- Sandringham Hospital
- Give a Textbook Inc.

1. Executive Summary
The Quick Response Grants Program gives individuals and community groups the opportunity to apply for small grants 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 $2,000.00.

Quick Response Grants are a category under Council’s Community Grants Program.

2. Background
In November 2015 Council adopted the Quick Response Grants Program and 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.

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; or who is in needing circumstances.

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:

- Does the proposed activity/event/project support the delivery of one or more of Council Plan strategic goals?
- Does the proposed activity/event/project benefit the City of Kingston residents?
- Has the applicant demonstrated a clear need for funds?
- If the applicant is an organisation, that it is a not-for-profit and has a bank account in the name of organisation.
- If the applicant is an organisation, are funds needed at short notice or can they wait for the Annual Grants program?
- Can the project be funded under any other Council grant program?

4. Applications

1. Refer to Confidential Appendix 1 Quick Response Grants – Applicant debtor status – July 2017 for details of the applicants’ current debtor status with Council.
Name: Darren Wright  
Amount requested: $2000.00  
Description of Project/Event: I coach and coordinate an Under 12 Dingley based basketball team that consists of 8 players, all of which play football for the Dingley Dingoes, hence our name is the Dingley Dingoes. We play at the Chelsea Basketball Stadium on Monday afternoons. The team started in 2016 for the kids to play sport over summer. We have continued the team during winter and this is where our request comes from. We have no indoor training facility in the Dingley area during the cold and wet winter months. I have contacted all local schools and even other Kingston locations to train but have exhausted all local options. We are unfortunately not training now and cannot continue to improve our skills and keep fit. They only local option which is now available to this single basketball team is to hire a basketball court for 1 hour a week at the cost of $50 a week.  
How the funds will be used: Hiring of a basketball court for 1 hour a week during the playing seasons.  
40 training week X $50 = $2000  
Assessment Criteria:  
- The activity/event/project supports one or more of the Council Plan strategic goals  
- The activity/event/project benefits the City of Kingston residents  
- The applicant has demonstrated a clear need for funds  
- The applicant is an individual or not for profit organisation  
- Funds are needed at short notice  
- The project cannot be funded under any other Council Grant program  
Grants received in current or last financial year  
Nil  
Officer Comment: This application does not meet all the selection criteria and is not recommended for approval.

Name: St Andrew’s Calisthenics  
Amount requested: $720.00  
Description of Project/Event: Due to being a “not for profit organisation and only a small club of 20 girls we do not fund raise through the year as we do not wish the stress on the families. Unfortunately the cost of Lighting and sound has gone up this year, and we were wanting some assistance in having a grant so we can still offer the girls of the club the best possible experience when come concert;.

How the funds will be used:  
Camera Man & Equipment - $350  
Video Editing - $300  
Delivery of Video to DVD - $120  
Assessment Criteria:  
- The activity/event/project supports one or more of the Council Plan strategic goals  
- The activity/event/project benefits the City of Kingston residents  
- The applicant has demonstrated a clear need for funds  
- The applicant is an individual or not for profit organisation  
- Funds are needed at short notice  
- The project cannot be funded under any other Council Grant program  
Grants received in current or last financial year  
Nil  
Officer Comment: This application does not meet all the selection criteria and is not recommended for approval.
<table>
<thead>
<tr>
<th>Name:</th>
<th>Mr Kabelo Mogale</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount requested:</td>
<td>$2000.00</td>
</tr>
<tr>
<td>Description of Project/Event:</td>
<td>The request for grant is for my IDP to get employed. I would like to pursue an Australian course in order to be in a better position to secure employment</td>
</tr>
<tr>
<td>How the funds will be used:</td>
<td>The funds are to be used for the course</td>
</tr>
<tr>
<td>Assessment Criteria:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- The activity/event/project supports one or more of the Council Plan strategic goals ✔</td>
</tr>
<tr>
<td></td>
<td>- The activity/event/project benefits the City of Kingston residents ✗</td>
</tr>
<tr>
<td></td>
<td>- The applicant has demonstrated a clear need for funds ✔</td>
</tr>
<tr>
<td></td>
<td>- The applicant is an individual or not for profit organisation ✔</td>
</tr>
<tr>
<td></td>
<td>- Funds are needed at short notice ✔</td>
</tr>
<tr>
<td></td>
<td>- The project cannot be funded under any other Council Grant program ✔</td>
</tr>
<tr>
<td>Grants received in current or last financial year</td>
<td>Nil</td>
</tr>
<tr>
<td>Officer Comment:</td>
<td>This application does not meet all the selection criteria and is not recommended for approval.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name:</th>
<th>Mind Recovery College</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount requested:</td>
<td>$2000.00</td>
</tr>
<tr>
<td>Description of Project/Event:</td>
<td>Integrating exercise into mental health services is being recommended as an important strategy to promote better health. Physical activity programs offered through mental health services have the potential to lift the financial burden that restricts the participation of persons with low income. Motivation to adhere to exercise can be enhanced when barriers to participation are addressed in a nonjudgmental and supportive setting specifically designed to meet the needs of persons with mental illness. The project is a 4 week course (beginning in October 2017) providing physical education to people with mental illness. The project will include educational information and opportunities to participate in sports activities. After the initial 4 week project, the course will re-run every semester and become a mainstay of programs that promote physical and mental health for people in the Kingston area.</td>
</tr>
<tr>
<td>How the funds will be used:</td>
<td>To purchase sports equipment - battle rope, medicine balls, resistance bands, mats, wobble boards, skipping ropes, hand grip exercises, boxing gloves/pads, kettle bells, soccer balls.</td>
</tr>
<tr>
<td>Assessment Criteria:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- The activity/event/project supports one or more of the Council Plan strategic goals ✔</td>
</tr>
<tr>
<td></td>
<td>- The activity/event/project benefits the City of Kingston residents ✔</td>
</tr>
<tr>
<td></td>
<td>- The applicant has demonstrated a clear need for funds ✔</td>
</tr>
<tr>
<td></td>
<td>- The applicant is an individual or not for profit organisation ✔</td>
</tr>
<tr>
<td></td>
<td>- Funds are needed at short notice ✔</td>
</tr>
<tr>
<td></td>
<td>- The project cannot be funded under any other Council Grant program ✔</td>
</tr>
<tr>
<td>Grants received in current or last financial year</td>
<td>Nil</td>
</tr>
<tr>
<td>Officer Comment:</td>
<td>This application meets the selection criteria and is recommended for approval however a reduced grant is recommended to allow opportunities for other individuals or groups to access grant funds. A grant of $1000.00 is recommended.</td>
</tr>
</tbody>
</table>
## Name: Make a Difference Dingley Village

### Amount requested:
$2000.00

### Description of Project/Event:
Make A Difference Dingley Village Inc (MADDV) has been working hard to explore avenues in which to raise our profile within the community. This is to support our efforts to raise much needed funds to continue our programs and services.

**“Carols In the Village”**

We have started to plan a huge Carols event in which to bring the local community (Dingley and surrounds within Kingston) together to generate a sense of belonging, inclusion and community feel. The three primary schools of Dingley and other local groups and organisations are also interested in participating in the day by singing in choirs.

### How the funds will be used:
To support the expenses such as the hire of stage, lighting and sound.

### Assessment Criteria:
- The activity/event/project supports one or more of the Council Plan strategic goals ✓
- The activity/event/project benefits the City of Kingston residents ✓
- The applicant has demonstrated a clear need for funds ✓
- The applicant is an individual or not for profit organisation ✓
- Funds are needed at short notice ✓
- The project cannot be funded under any other Council Grant program ✓

### Grants received in current or last financial year
- Quick Response Grant – August 2016 - $500.00
- Partnership Grant – November 2016 - $26095.45
- Community Grant – October 2016 - $10000.00
- Partnership Grant - allocated July 2017 - $25095.46
- Community Grant - allocated July 2017 - $10000.00

**Officer Comment:** This application meets the selection criteria however is not recommended for approval given the substantial grants paid to the organisation in 2016.

---

## Name: Elise Scott

### Amount requested:
$500.00

### Description of Project/Event:
Indoor Sports Victoria State 14U Ladies Netball Team. Being held in Brisbane.

### How the funds will be used:
To help pay the $1800 fee for Elise to travel to Brisbane by plane, accommodation, meals, state uniform (compulsory) and tournament fees

### Assessment Criteria:
- The activity/event/project supports one or more of the Council Plan strategic goals ✓
- The activity/event/project benefits the City of Kingston residents ✗
- The applicant has demonstrated a clear need for funds ✓
- The applicant is an individual or not for profit organisation ✓
- Funds are needed at short notice ✓
- The project cannot be funded under any other Council Grant program ✗

### Grants received in current or last financial year
Nil

**Officer Comment:** This application is to be referred for consideration as an Individual Development Grant.
**Name:** Mentone & St Bedes O.C. Amateur Football Club Inc  
**Amount requested:** $2000.00  

**Description of Project/Event:**  
Electronic Video Screen Scoreboard Project  
**Mentone Recreation Reserve, Brindisi Street Mentone**  
Back in the 1980's the former City of Mordialloc and the then Mentone Football Club jointly funded and built a brick (ground floor) and colour bond (first floor) scoreboard which is in need of repair. Following a specific gift request from Mr Peter Kerr, a Life Member who devoted 50 years volunteering at the club, the club has embarked on replacing the colour bond section on the front with an electronic video screen to showcase our players as they run onto the ground and to enhance the score throughout the matches for a better viewing experience.

**How the funds will be used:** Contribution towards the total cost.

**Assessment Criteria:**
- The activity/event/project supports one or more of the Council Plan strategic goals ✓
- The activity/event/project benefits the City of Kingston residents ✓
- The applicant has demonstrated a clear need for funds ✓
- The applicant is an individual or not for profit organisation ✓
- Funds are needed at short notice ✓
- 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 selection criteria and is recommended for approval however a reduced grant is recommended as the maximum amount that can be awarded to one applicant within one financial year is $2,000 (application for another grant has been made which is on the next page). A grant of $1000.00 is recommended, subject to the acquittal of a previous grant which was allocated in March 2016.
Name: Mentone & St Bedes O.C. Amateur Football Club Inc

Amount requested: $2000.00

Description of Project/Event:
Electronic Video Screen Project
Southern Road Reserve, Acacia Avenue Mentone
As the football has grown over the years, in 2005 council allocated the Southern Road Reserve to the club during the winter sports season. Council, had provided a metal stand-a-lone scoreboard to the previous tenants in the mid 1980's which was in disrepair so at the time the club purchased a small portable plastic scoreboard however it is only suitable for spectators and players who are in close proximity to its location. Following a specific gift request from Mr Peter Kerr, a Life Member who devoted 50 years volunteering at the club, the club has embarked on replacing the derelict scoreboard with an electronic video screen to showcase our Women’s Senior team and our junior players as they run onto the ground and to enhance the score throughout the matches for a better viewing experience.

How the funds will be used:
Contribution towards the total cost

Assessment Criteria:
- The activity/event/project supports one or more of the Council Plan strategic goals ✓
- The activity/event/project benefits the City of Kingston residents ✓
- The applicant has demonstrated a clear need for funds ✓
- The applicant is an individual or not for profit organisation ✓
- Funds are needed at short notice ✓
- 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 selection criteria and is recommended for approval however a reduced grant is recommended as the maximum amount that can be awarded to one applicant within one financial year is $2,000 (application for another grant has been made which is on the previous page). A grant of $1000.00 is recommended, subject to the acquittal of a previous grant which was allocated in March 2016.
<table>
<thead>
<tr>
<th>Name:</th>
<th>Sandringham Hospital (part of Alfred Health)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount requested:</td>
<td>$1500.00</td>
</tr>
<tr>
<td>Description of Project/Event:</td>
<td>2017 PRG 24-hour Charity Bike Ride - 2 &amp; 3 September The Premium Red Group (PRG) is a group of local cyclists who believe in making a positive contribution to the local community, while promoting cycling and cycling safety. Every two years, the PRG group hosts the PRG 24-hour Charity Bike Ride to raise funds for Sandringham Hospital. The 2017 event will held on 2-3 September. The event involves 40 riders who commit to raise a minimum of $1000 in donations, riding their bikes in a relay loop on Beach Road between Black Rock and Mordialloc for 24 hours non-stop.</td>
</tr>
<tr>
<td>How the funds will be used:</td>
<td>Funds from this grant application will used to assist in the off-set of costs associated with supporting participants during the PRG 24-hour Charity Bike Ride including the supply of a jersey to identify participants during the ride, hire of the ride base (Black Rock Life Saving Club) so that riders are able to rest/sleep in between shifts on the road, and the provision of food and beverages to feed the riders.</td>
</tr>
<tr>
<td>Assessment Criteria:</td>
<td><img src="%E2%9C%93" alt="Checkmark" /> The activity/event/project supports one or more of the Council Plan strategic goals <img src="%E2%9C%97" alt="Cross" /> The activity/event/project benefits the City of Kingston residents <img src="%E2%9C%93" alt="Checkmark" /> The applicant has demonstrated a clear need for funds <img src="%E2%9C%93" alt="Checkmark" /> The applicant is an individual or not for profit organisation <img src="%E2%9C%93" alt="Checkmark" /> Funds are needed at short notice <img src="%E2%9C%93" alt="Checkmark" /> The project cannot be funded under any other Council Grant program</td>
</tr>
<tr>
<td>Grants received in current or last financial year</td>
<td>Nil</td>
</tr>
<tr>
<td>Officer Comment:</td>
<td>This application does not meet all the selection criteria and is not recommended for approval.</td>
</tr>
</tbody>
</table>
**Name:** Simone Hardham  
**Amount requested:** $2,000.00

**Description of Project/Event:** After losing my father tragically to suicide in Nov 2014 I decided to organise a Community Day in March of 2015. Just months after losing my father the Dingley community lost the footy clubs vice president to suicide also. It became all the more important to organise a day with the following objectives:

- generate a sense of community inclusion
- raise public awareness of mental health issues, and
- raise funds for beyond blue.

The day was a HUGE success. I then organised a day in 2016 and 2017 (March each year) and decided to support a local NFP organisation with any funds raised - Make A Difference DV Inc. I have decided to bring the community day in 2018 March as an outdoor cinema.

**How the funds will be used:** Public Liability Insurance, logistics of equipment for the hire of the outdoor cinema

**Assessment Criteria:**

- The activity/event/project supports one or more of the Council Plan strategic goals ✓
- The activity/event/project benefits the City of Kingston residents ✓
- The applicant has demonstrated a clear need for funds ✓
- The applicant is an individual or not for profit organisation ✓
- Funds are needed at short notice ✓
- 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 selection criteria and is recommended for approval however a reduced grant is recommended to allow opportunities for other individuals or groups to access grant funds. A grant of $1,000.00 is recommended.
Name: Give a Textbook Inc
Amount requested: $2000.00

Description of Project/Event:
Our second project is due to commence in August. We are planning to ship over 7,000 Australian books to the Philippines. The shipment is due to leave Australia at the start of September and arrive in the Philippines in mid-November. We are hoping to distribute books to 10-15 Community Groups such as High Schools and Prisons. The most cost-effective and direct way to ship the books from Australia to the Philippines is via 1m x 1m boxes, which hold around 140 books, this equates to 50 boxes. Each box costs a total of $100. The boxes are then picked up by the shipping agent, packed in containers and sent to the Philippines. They then get processed and delivered directly to council offices in the regional province. At which stage myself and a team from Australia will head over and coordinate the distribution of the books locally in the Philippines.

How the funds will be used:
Shipping costs, to ship over 7000 books from Melbourne, Australia to the Philippines.

Assessment Criteria:
- The activity/event/project supports one or more of the Council Plan strategic goals ✓
- The activity/event/project benefits the City of Kingston residents ✗
- The applicant has demonstrated a clear need for funds ✓
- The applicant is an individual or not for profit organisation ✓
- Funds are needed at short notice ✓
- The project cannot be funded under any other Council Grant program ✓

Grants received in current or last financial year
Nil

Officer Comment: This application does not meet all the selection 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.
Appendices

Appendix 1 - Quick Response Grants – Applicants' debtor status - August 2017 (Trim No 17/123908) - Confidential

Appendix 2 - Quick Response Grant Application QRG010817 - Darren Wright - August 2017 (Trim No 17/123408)

Appendix 3 - Quick Response Grant Application QRG020817 - St Andrews Calisthenics - August 2017 (Trim No 17/123389)

Appendix 4 - Quick Response Grant Application QRG040817 - Kabelo Mogale - August 2017 (Trim No 17/123415)

Appendix 5 - Quick Response Grant Application QRG060817 - Mind Recovery College - August 2017 (Trim No 17/123422)

Appendix 6 - Quick Response Grant Application QRG070817 - Make a Difference Dingley Village - August 2017 (Trim No 17/123427)

Appendix 7 - Quick Response Grant Application QRG110817 - Elise Scott - August 2017 (Trim No 17/123430)

Appendix 8 - Quick Response Grant Application QRG120817 - Mentone & St Bedes O.C. Amateur Football Club - August 2017 (Trim No 17/123435)

Appendix 9 - Quick Response Grant Application QRG130817 - Mentone & St Bedes O.C. Amateur Football Club - August 2017 (Trim No 17/123439)

Appendix 10 - Quick Response Grant Application QRG150817 - Sandringham Hospital - August 2017 (Trim No 17/123443)

Appendix 11 - Quick Response Grant Application QRG170817 - Simone Hardham - August 2017 (Trim No 17/123448)

Appendix 12 - Quick Response Grant Application QRG140817 - Give A Textbook Inc - August 2017 (Trim No 17/123450)

Author/s: Gabrielle Pattenden, Governance Officer
Reviewed and Approved By: Phil De Losa, Manager Governance
Paul Franklin, General Manager Corporate Services
11.2

QUICK RESPONSE GRANTS

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2  Quick Response Grant Application QRG020817 - St Andrews Calisthenics - August 2017.............................................. 433
3  Quick Response Grant Application QRG040817 - Kabelo Mogale - August 2017............................................................. 437
4  Quick Response Grant Application QRG060817 - Mind Recovery College - August 2017................................................... 441
5  Quick Response Grant Application QRG070817 - Make a Difference Dingley Village - August 2017............................... 445
6  Quick Response Grant Application QRG10817 - Elise Scott - August 2017.................................................................. 449
7  Quick Response Grant Application QRG120817 - Mentone & St Bedes O.C. Amateur Football Club - August 2017.......... 453
8  Quick Response Grant Application QRG130817 - Mentone & St Bedes O.C. Amateur Football Club - August 2017.......... 457
9  Quick Response Grant Application QRG150817 - Sandringham Hospital - August 2017.................................................... 461
10 Quick Response Grant Application QRG170817 - Simone Hardham - August 2017............................................................. 465
11 Quick Response Grant Application QRG140817 - Give A Textbook Inc - August 2017.......................................................... 469
Quick Response Grants - August 2017
Quick Response Grants Application Form
Application QRG010817 From Mr Darren Wright

Applicant Details
* Indicates a required field

**Applicant**
- Mr Darren Wright

**Contact Person 1**
- Mr Darren Wright

**Contact Person 1 Primary Address**
- [Redacted]

**Contact Person 1 Primary Phone Number**
- [Redacted]

**Contact Person 1 Alternative Phone Number**
- Must be an Australian phone number

**Contact Person 1 Primary Email**
- [Redacted]

**Type of organisation**
- ✐ Not-for-profit
- ✐ School
- ✐ Community Group
- ✐ Individual

Activity Description

**Short project description**
- I coach and coordinate an Under 12 Dingley based basketball team that consists of 8 players, all of which play football for the Dingley Dingoes, hence or name is the Dingley Dingoes. We play at the Chelsea Basketball Stadium on Monday afternoons. The team started in 2016 for the kids to play sport over summer. We have continued the team during winter and this is where our request comes from. We have no indoor training facility in the Dingley area during the cold and wet winter months. I have contacted all local schools and even other Kingston locations to train but have exhausted all local options. We are unfortunately not training now and cannot continue to improve our skills and keep fit.

They only local option which is now available to this single basketball team is to hire a basketball court for 1 hour a week at the cost of $50 a week.

Provide a short description of your project/activity/event

**Location of Project**
- Dingley Village and would like to hire a court at the Springers Leisure Centre on Springvale Road.
- What is the location of your activity/project/event?
Quick Response Grants - August 2017
Quick Response Grants Application Form
Application QRG010817 From Mr Darren Wright

Who will benefit from the project? *

Having funds to train will allow the 8 Dingley Village boys to keep fit and active, whilst developing personable life skills through sporting teams.

As the coach I am personally developing my coaching and nurturing skills. It's a great outlet for myself due to suffering from mental illness for a number of years now.

The wider community benefits through further kids in Dingley and surrounds, perhaps wanting to take up basketball. I already have enough kids to start another team but cannot take this on as there is no where for us to train.

Describe how the proposed activity/event/project benefits City of Kingston residents

Total project cost *

$2,000.00

Must be a dollar amount

Amount requested *

$2,000.00

Must be a dollar amount and no more than 2000

When are the funds required? *

28/07/2017

Must be a date

What will the funds be used for? *

Hiring of a basketball court for 1 hour a week during the playing seasons. 40 training week X $50 = $2000

Describe how the funds will be spent

Please attach any supporting information

No files have been uploaded

For example, references, images or annual reports

Budget Details

Have any other funds been raised? *

- Yes
- No

If yes, how much?

Must be a dollar amount

How were the funds raised?

Has you received any funding from Kingston City Council for this project?

- Yes
- No

If yes, how much?

Must be a dollar amount

If yes, when did you receive the funding?

Must be a date
Quick Response Grants - August 2017
Quick Response Grants Application Form
Application QRG010817 From Mr Darren Wright

Applicant Bank Details

Does your organisation have a bank account?
- Yes
- No

Bank Name

Bank BSB

Bank Account Number

If you would prefer payment by cheque, who should this be made out to?

Darren Wright

If you are an individual under 18 and are successful in being awarded a grant, please provide the name of a parent or guardian as the cheque will be made out in their name.

Privacy Statement

Personal information collected by Council is used for municipal purposes as specified in the Local Government Act 1989. The personal information will be held securely and used solely by Council for these purposes and/or directly related purposes.

Council may disclose this information to other organisations if required or permitted by legislation. The applicant understands that the personal information provided is for the above purpose and that he or she may apply to Council for access to and/or amendment of the information. Requests for access and/or correction should be made to Council's Privacy Officer. A full copy of our Privacy Policy may be obtained from the Kingston website: http://www.kingston.vic.gov.au/Contact-Us/Privacy or from one of our Customer Service Centres.

Declaration

I have read and understood the Quick Response Grants Guidelines.
I agree that the information in this application and the attachments is, to the best of my knowledge, true and correct. I shall notify Kingston City Council of any changes to this information or circumstances that may affect this application. I understand that this is an application only and may not necessarily result in funding approval.

Name

Darren

Position held (if applicable)

Coach / Team Manager

Date

03/07/2017

Must be a date

Declaration

* Please tick to agree with the Declaration

Please review your application and ensure all fields marked with an * are completed.

Page 3 of 4
Quick Response Grants - August 2017
Quick Response Grants Application Form
Application QRG010817 From Mr Darren Wright

NOTE: when you submit your application you will receive an email confirming this. A PDF copy of your application will be attached to the email.
IF YOU DO NOT RECEIVE AN EMAIL YOUR APPLICATION HAS NOT BEEN SUBMITTED.
Quick Response Grants - August 2017
Quick Response Grants Application Form
Application QRG020817 From St Andrew's Calisthenics

Applicant Details

* Indicates a required field

Applicant *
St Andrew's Calisthenics

Contact Person 1 *
Mrs Danielle Mueller

Contact Person 1 Primary Address *

Contact Person 1 Primary Phone Number *
Must be an Australian phone number

Contact Person 1 Alternative Phone Number

Contact Person 1 Primary Email *

Type of organisation *
• Not-for-profit
  ○ School
  ○ Community Group
  ○ Individual

Activity Description

Short project description *
Due to being a "not for profit" organisation and only a small club of 20 girls we do not fund raise through the year as we do not wish the stress on the families. Unfortunately the cost of Lighting and sound has gone up this year, and we were wanting some assistance in having a grant so we can still offer the girls of the club the best possible experience when come concert;
Provide a short description of your project/activity/event:

Location of Project *
Chelsea
What is the location of your activity/project/event?

Who will benefit from the project? *
All the students of St Andrew's Calisthenics
Describe how the proposed activity/event/project benefits City of Kingston residents

Total project cost *
$5,470.00
Must be a dollar amount

Amount requested *
$720.00
Must be a dollar amount and no more than 2000

Page 1 of 3
Quick Response Grants - August 2017
Quick Response Grants Application Form
Application QRG020817 From St Andrew's Calisthenics

When are the funds required? *
11/09/2017
Must be a date

What will the funds be used for? *
Camera Man & Equipment - $350
Video Editing - $300
Delivery of Video to DVD - $120
Describe how the funds will be spent

Please attach any supporting information
Filename Lighting Quote.pdf
File size 52.3 kB
For example, references, images or annual reports

Budget Details

Have any other funds been raised? *
- Yes
- No

If yes, how much?
Must be a dollar amount

How were the funds raised?

Has you received any funding from Kingston City Council for this project?
- Yes
- No

If yes, how much?
Must be a dollar amount

If yes, when did you receive the funding?
Must be a date

Applicant Bank Details

Does your organisation have a bank account? *
- Yes
- No

Bank Name [Redacted]

Bank BSB [Redacted]

Bank Account Number [Redacted]

If you would prefer payment by cheque, who should this be made out to?
If you are an individual under 18 and are successful in being awarded a grant, please provide the name of a parent or guardian as the cheque will be made out in their name.

Page 2 of 3
Appendix 3  11.2 Quick Response Grants - Quick Response Grant Application QRG020817 - St Andrews Calisthenics - August 2017

Quick Response Grants - August 2017
Quick Response Grants Application Form
Application QRG020817 From St Andrew's Calisthenics

Privacy Statement

Personal information collected by Council is used for municipal purposes as specified in the Local Government Act 1989. The personal information will be held securely and used solely by Council for these purposes and/or directly related purposes. Council may disclose this information to other organisations if required or permitted by legislation. The applicant understands that the personal information provided is for the above purpose and that he or she may apply to Council for access to and/or amendment of the information. Requests for access and/or correction should be made to Council's Privacy Officer. A full copy of our Privacy Policy may be obtained from the Kingston website: http://www.kingston.vic.gov.au/Contact-Us/Privacy or from one of our Customer Service Centres.

Declaration

I have read and understood the Quick Response Grants Guidelines.
I agree that the information in this application and the attachments is, to the best of my knowledge, true and correct. I shall notify Kingston City Council of any changes to this information or circumstances that may affect this application. I understand that this is an application only and may not necessarily result in funding approval.

Name       Danielle Mueller
Position held (if applicable)   President
Date       06/07/2017
           Must be a date
Declaration

* Please tick to agree with the Declaration

Please review your application and ensure all fields marked with an * are completed.

NOTE: when you submit your application you will receive an email confirming this. A PDF copy of your application will be attached to the email.

IF YOU DO NOT RECEIVE AN EMAIL YOUR APPLICATION HAS NOT BEEN SUBMITTED.
Applicant Details

* Indicates a required field

Applicant *
Mr Kabelo Mogale

Contact Person 1 *
Miss Jocelyn Edeling

Contact Person 1 Primary Address *

Contact Person 1 Primary Phone Number *

Contact Person 1 Alternative Phone Number
Must be an Australian phone number

Contact Person 1 Primary Email *

Type of organisation *
- Not-for-profit
- School
- Community Group
- Individual

Activity Description

Short project description *
The request for grant is for my IDP to get employed
I would like to pursue an Australian course in order to be
in a better position to secure employment
Provide a short description of your project/activity/event

Location of Project *
Project Laneways, Level 1, 440 Collins Street, Melbourne
What is the location of your activity/project/event?

Who will benefit from the project? *
Myself and my family
Describe how the proposed activity/event/project benefits City of Kingston residents

Total project cost *
$2,000.00
Must be a dollar amount

Amount requested *
$2,000.00
Must be a dollar amount and no more than 2000

When are the funds required? *
11/07/2017
Must be a date
Quick Response Grants - August 2017
Quick Response Grants Application Form
Application QRG040817 From Mr Kabelo Mogale

What will the funds be used for? *
The funds are to be used for the course
Describe how the funds will be spent

Please attach any supporting information
Filename Invoice PL2774.pdf
File size 68.9 kB
For example, references, images or annual reports

Budget Details
Have any other funds been raised? *
○ Yes
● No
If yes, how much? Must be a dollar amount

How were the funds raised?
Has you received any funding from Kingston City Council for this project?
○ Yes
● No
If yes, how much? Must be a dollar amount
If yes, when did you receive the funding? Must be a date

Applicant Bank Details
Does your organisation have a bank account?
○ Yes
● No

Bank Name

Bank BSB

Bank Account Number

If you would prefer payment by cheque, who should this be made out to?
If you are an individual under 18 and are successful in being awarded a grant, please provide the name of a parent or guardian as the cheque will be made out in their name.

Privacy Statement

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Page 2 of 3
Appendix 4

11.2 Quick Response Grants - Quick Response Grant Application QRG040817 - Kabelo Mogale - August 2017

Quick Response Grants - August 2017
Quick Response Grants Application Form
Application QRG040817 From Mr Kabelo Mogale

Council may disclose this information to other organisations if required or permitted by legislation. The applicant understands that the personal information provided is for the above purpose and that he or she may apply to Council for access to and/or amendment of the information. Requests for access and/or correction should be made to Council’s Privacy Officer. A full copy of our Privacy Policy may be obtained from the Kingston website: http://www.kingston.vic.gov.au/Contact-Us/Privacy or from one of our Customer Service Centres.

Declaration

I have read and understood the Quick Response Grants Guidelines. I agree that the information in this application and the attachments is, to the best of my knowledge, true and correct. I shall notify Kingston City Council of any changes to this information or circumstances that may affect this application. I understand that this is an application only and may not necessarily result in funding approval.

Name
Kabelo Mogale

Position held (if applicable)

Date
11/07/2017
Must be a date

Declaration

* Please tick to agree with the Declaration

Please review your application and ensure all fields marked with an * are completed.

NOTE: when you submit your application you will receive an email confirming this. A PDF copy of your application will be attached to the email.

IF YOU DO NOT RECEIVE AN EMAIL YOUR APPLICATION HAS NOT BEEN SUBMITTED.
Appendix 4

11.2 Quick Response Grants - Quick Response Grant Application QRG040817 - Kabelo Mogale - August 2017

---

**TAX INVOICE**

**Tax Invoice for**
Kabelo Mogale

Your Reference:

Invoice Date: 11 Jul 2017
Invoice Number: PL2774

---

**Description** | **Quantity** | **Unit Price** | **GST** | **Amount AUD**
--- | --- | --- | --- | ---
Change Management Foundation Course | 1.00 | 1,695.00 | 10.00% | 1,695.00
Change Management Practitioner Course, Combined Price | 1.00 | 1,000.00 | 10.00% | 1,000.00

Subtotal | | | | 2,695.00
Total GST 10% | | | | 269.50
Invoice Total AUD | | | | 2,964.50
Total Net Payments AUD | | | | 0.00

Amount Due AUD | | | | 2,964.50

Due Date: 21 Jul 2017

---

**Payment Methods**

Payments may be made by electronic funds transfer, credit card or cheque.

- **For direct funds transfer**
  Please use the following details:
  Account name: Project Laneways
  Bank: ANZ
  BSB: 013027
  Account number: 259430583

- **Pay by credit card online**
  Visa, Mastercard, and American Express

- **Pay by Post**
  Cheques should be made out to "Project Laneways Pty Ltd" and mailed to Project Laneways, 34 Broadway, Elwood, VIC 3184

---

**Payments should use the invoice number as a payment reference.** Your invoice number is PL2774

Please pay before the course commences and before we will send out printed materials

- Payment is required before attending the course unless agreed in writing.
- Your place is not confirmed on the course and an exam will not be ordered for you until we receive payment of the invoice.
- Printed material including manuals and pre-study guides will not be sent until payment or a purchase order number has been received. Exceptions must be agreed in writing.

---

**Postponements**

- Postponements made outside of 10 business days before the start of the course will not incur a fee.
- The first postponement within 10 business days before the start of the course will not incur a fee.
- Any subsequent postponements within 10 business days before the start of the course will attract a fee of $60+GST for each day of the course that has been postponed. For example, the second late postponement of a three day course will incur a fee of 3 X $60+GST, which equals $180+GST.

**Cancellations**

- Cancellations outside of 10 business days before the start of the course will receive a full refund when all printed materials already received are returned.
- Cancellations within 10 business days before the start of the course will incur a cancellation fee of $180+GST for each day of the course. Printed materials must be returned before any refund minus the cancellation fee is processed.

Inability to complete a course once started

We will make every effort to re-schedule you into another course to complete the remaining days. We cannot offer you a refund.

THANK YOU FOR CHOOSING PROJECT LANeways
Quick Response Grants - August 2017
Quick Response Grants Application Form
Application QRG060817 From Mind Recovery College

Applicant Details

* Indicates a required field

Applicant *
Mind Recovery College

Contact Person 1 *
Ms Emma Higgins

Contact Person 1 Primary Address *

Contact Person 1 Primary Phone Number *
Must be an Australian phone number

Contact Person 1 Alternative Phone Number

Contact Person 1 Primary Email *

Type of organisation *
- Not-for-profit
  - School
  - Community Group
  - Individual

Activity Description

Short project description *
Integrating exercise into mental health services is being recommended as an important strategy to promote better health. Physical activity programs offered through mental health services have the potential to lift the financial burden that restricts the participation of persons with low income. Motivation to adhere to exercise can be enhanced when barriers to participation are addressed in a non-judgmental and supportive setting specifically designed to meet the needs of persons with mental illness.

The project is a 4 week course (beginning in October 2017) providing physical education to people with mental illness. The project will include educational information and opportunities to participate in sports activities. After the initial 4 week project, the course will re-run every semester and become a mainstay of programs that promote physical and mental health for people in the Kingston area.

Provide a short description of your project/activity/event.

Location of Project *
Mind Recovery College - Cheltenham
What is the location of your activity/project/event?
### Quick Response Grants - August 2017

#### Quick Response Grants Application Form

**Application QRG060817 From Mind Recovery College**

<table>
<thead>
<tr>
<th><strong>Who will benefit from the project?</strong> *</th>
<th>The project is open to all people in the Kingston area and beyond, including clients, students, friends and family of people with mental health issues. It will provide an opportunity for the participants to address their physical and mental health needs holistically, and to participate in fitness activities in a safe and supportive environment. Describe how the proposed activity/event/project benefits City of Kingston residents</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total project cost</strong> *</td>
<td>$2,000.00 Must be a dollar amount</td>
</tr>
<tr>
<td><strong>Amount requested</strong> *</td>
<td>$2,000.00 Must be a dollar amount and no more than 2000</td>
</tr>
<tr>
<td><strong>When are the funds required?</strong> *</td>
<td>31/08/2017 Must be a date</td>
</tr>
<tr>
<td><strong>What will the funds be used for?</strong> *</td>
<td>To purchase sports equipment - battle rope, medicine balls, resistance bands, mats, wobble boards, skipping ropes, hand grip exercises, boxing gloves/pads, kettle bells, soccer balls. Describe how the funds will be spent</td>
</tr>
</tbody>
</table>

#### Please attach any supporting information

<table>
<thead>
<tr>
<th>Filename</th>
<th>File size</th>
</tr>
</thead>
<tbody>
<tr>
<td>MRC Snapshot.docx</td>
<td>3.3 MB</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Filename</th>
<th>File size</th>
</tr>
</thead>
<tbody>
<tr>
<td>Proposal for grant for sports equipment.docx</td>
<td>21.8 kB</td>
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</tbody>
</table>

#### Budget Details

<table>
<thead>
<tr>
<th><strong>Have any other funds been raised?</strong> *</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>If yes, how much?</strong></td>
<td>Must be a dollar amount</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>How were the funds raised?</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Has you received any funding from Kingston City Council for this project?</strong></td>
<td>Yes</td>
</tr>
<tr>
<td><strong>If yes, how much?</strong></td>
<td>Must be a dollar amount</td>
</tr>
<tr>
<td><strong>If yes, when did you receive the funding?</strong></td>
<td>Must be a date</td>
</tr>
</tbody>
</table>
Quick Response Grants - August 2017
Quick Response Grants Application Form
Application QRG060817 From Mind Recovery College

Applicant Bank Details

Does your organisation have a bank account?  ● Yes  ○ No

Bank Name

Bank BSB

Bank Account Number

If you would prefer payment by cheque, who should this be made out to?  Mind Recovery College
If you are an individual under 18 and are successful in being awarded a grant, please provide the name of a parent or guardian as the cheque will be made out in their name.

Privacy Statement

Personal information collected by Council is used for municipal purposes as specified in the Local Government Act 1989. The personal information will be held securely and used solely by Council for these purposes and/or directly related purposes.

Council may disclose this information to other organisations if required or permitted by legislation. The applicant understands that the personal information provided is for the above purpose and that he or she may apply to Council for access to and/or amendment of the information. Requests for access and/or correction should be made to Council’s Privacy Officer. A full copy of our Privacy Policy may be obtained from the Kingston website: http://www.kingston.vic.gov.au/Contact-Us/Privacy or from one of our Customer Service Centres.

Declaration

I have read and understood the Quick Response Grants Guidelines.
I agree that the information in this application and the attachments is, to the best of my knowledge, true and correct. I shall notify Kingston City Council of any changes to this information or circumstances that may affect this application. I understand that this is an application only and may not necessarily result in funding approval.

Name  Emma Higgins

Position held (if applicable)  Learning and Development Consultant

Date  12/07/2017
Must be a date

Declaration  ●
Please tick to agree with the Declaration

Please review your application and ensure all fields marked with an * are completed.

Page 3 of 4
Quick Response Grants - August 2017
Quick Response Grants Application Form
Application QRG060817 From Mind Recovery College

NOTE: when you submit your application you will receive an email confirming this. A PDF copy of your application will be attached to the email.

IF YOU DO NOT RECEIVE AN EMAIL YOUR APPLICATION HAS NOT BEEN SUBMITTED.
Quick Response Grants - August 2017  
Quick Response Grants Application Form  
Application QRG070817 From Make A Difference Dingley Village Inc

### Applicant Details

* Indicates a required field

**Applicant**
- Make A Difference Dingley Village Inc

**Contact Person 1**
- Mrs Simone Hardham

**Contact Person 1 Primary Address**
- 

**Contact Person 1 Primary Phone Number**
- Must be an Australian phone number

**Contact Person 1 Alternative Phone Number**
- 

**Contact Person 1 Primary Email**
- 

**Type of organisation**
- Not-for-profit
  - School
  - Community Group
  - Individual

### Activity Description

**Short project description**
- Make A Difference Dingley Village Inc (MADDV) has been working hard to explore avenues in which to raise our profile within the community. This is to support our efforts to raise much needed funds to continue our programs and services.

  **[**Carols In the Village**]**

  We have started to plan a huge Carols event in which to bring the local community (Dingley and surrounds within Kingston) together to generate a sense of belonging, inclusion and community feel.

  The three primary schools of Dingley and other local groups and organisations are also interested in participating in the day be singing in choirs.

  Provide a short description of your project/activity/event

**Location of Project**
- Corrigan Oval, the rear of the Dingley Neighbourhood Centre (Council have approved)

**Who will benefit from the project?**
- The primary school children who participate, their peers and their extended families.

Page 1 of 4
Quick Response Grants - August 2017
Quick Response Grants Application Form
Application QRG070817 From Make A Difference Dingley Village Inc

The groups, churches and organisations that have expressed an interest in singing in the day
The businesses who we anticipate will gain greater business through our patrons visiting for food, treats and drinks.
Groups such as Rotary who have dwindling member numbers will have some involvement on the day and have an opportunity to promote their group in an effort to gain new members.
The entire community through the sense of community inclusion and togetherness
Describe how the proposed activity/event/project benefits City of Kingston residents

<table>
<thead>
<tr>
<th>Total project cost *</th>
<th>$6,000.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount requested *</td>
<td>$2,000.00</td>
</tr>
<tr>
<td>When are the funds required? *</td>
<td>30/09/2017</td>
</tr>
<tr>
<td>What will the funds be used for? *</td>
<td>To support the expenses such as the hire of stage, lighting and sound. Describe how the funds will be spent</td>
</tr>
<tr>
<td>Please attach any supporting information</td>
<td>No files have been uploaded For example, references, images or annual reports</td>
</tr>
</tbody>
</table>

Budget Details

Have any other funds been raised? *

- Yes
- No

If yes, how much? $500.00

How were the funds raised?

We have sought assistance from local businesses in the form of sponsorship (we have received some interest however as council has only approved our event application form today we had held back from approaching businesses until approval was definitive).
Dingley Village Community Bendigo Bank has expressed an interest in supporting our event and will explore this is dollar value after we have consulted with the Dingley Village Rotary later this month. We are trying to collaborate with broader community groups to ensure a successful event.
NOTE: the event will go ahead even if all expenses are not fully covered as we are undertaking a number of
Appendix 6

11.2 Quick Response Grants - Quick Response Grant Application QRG070817 - Make a Difference Dingley Village - August 2017

Quick Response Grants - August 2017
Quick Response Grants Application Form
Application QRG070817 From Make A Difference Dingley Village Inc

fundraising activities and will absorb some costs in the effort to fundraise on the night of the Carols event through a phone application and donations.

Has you received any funding from Kingston City Council for this project?

- Yes
- No

If yes, how much?

Must be a dollar amount

If yes, when did you receive the funding?

Must be a date

Applicant Bank Details

Does your organisation have a bank account?

- Yes
- No

Bank Name

Bank BSB

Bank Account Number

If you would prefer payment by cheque, who should this be made out to?

If you are an individual under 18 and are successful in being awarded a grant, please provide the name of a parent or guardian as the cheque will be made out in their name.

Privacy Statement

Personal information collected by Council is used for municipal purposes as specified in the Local Government Act 1989. The personal information will be held securely and used solely by Council for these purposes and/or directly related purposes. Council may disclose this information to other organisations if required or permitted by legislation. The applicant understands that the personal information provided is for the above purpose and that he or she may apply to Council for access to and/or amendment of the information. Requests for access and/or correction should be made to Council’s Privacy Officer. A full copy of our Privacy Policy may be obtained from the Kingston website: http://www.kingston.vic.gov.au/Contact-Us/Privacy or from one of our Customer Service Centres.

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Page 3 of 4
Quick Response Grants - August 2017
Quick Response Grants Application Form
Application QRG070817 From Make A Difference Dingley Village Inc

<table>
<thead>
<tr>
<th>Name</th>
<th>Simone Hardham</th>
</tr>
</thead>
<tbody>
<tr>
<td>Position held (if applicable)</td>
<td>Project Manager</td>
</tr>
<tr>
<td>Date</td>
<td>18/07/2017</td>
</tr>
<tr>
<td>Declaration</td>
<td>* Please tick to agree with the Declaration</td>
</tr>
</tbody>
</table>

Please review your application and ensure all fields marked with an * are completed.

NOTE: when you submit your application you will receive an email confirming this. A PDF copy of your application will be attached to the email.

IF YOU DO NOT RECEIVE AN EMAIL YOUR APPLICATION HAS NOT BEEN SUBMITTED.
## Applicant Details

* Indicates a required field

<table>
<thead>
<tr>
<th><strong>Applicant</strong></th>
<th>Miss Elise Scott</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Contact Person 1</strong></td>
<td>Ms Kerry Wade</td>
</tr>
<tr>
<td><strong>Contact Person 1</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Primary Address</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Primary Phone Number</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Alternative Phone Number</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Primary Email</strong></td>
<td></td>
</tr>
</tbody>
</table>

### Type of organisation *
- Not-for-profit
- School
- Community Group
- Individual

### Activity Description

**Short project description**
Indoor Sports Victoria State 14U Ladies Netball Team. Being held in Brisbane.

Provide a short description of your project/activity/event.

**Location of Project**
Springwood, Brisbane

What is the location of your activity/project/event?

**Who will benefit from the project?**
Elise Scott and Netball Victoria State Team

Describe how the proposed activity/event/project benefits City of Kingston residents.

**Total project cost**
$1,800.00

Must be a dollar amount.

**Amount requested**
$500.00

Must be a dollar amount and no more than 2000.

**When are the funds required?**
30/10/2017

Must be a date.
Quick Response Grants - August 2017
Quick Response Grants Application Form
Application QRG110817 From Miss Elise Scott

What will the funds be used for? *

To help pay the $1800 fee for Elise to travel to Brisbane by plane, accommodation, meals, state uniform (compulsory) and tournament fees

Describe how the funds will be spent

Please attach any supporting information

Filename  Netball State Team 001.jpg
File size  357.2 kB
For example, references, images or annual reports

Budget Details

Have any other funds been raised? *

○ Yes
○ No

If yes, how much?

Must be a dollar amount

How were the funds raised?

Has you received any funding from Kingston City Council for this project?

○ Yes
○ No

If yes, how much?

Must be a dollar amount

If yes, when did you receive the funding?

Must be a date

Applicant Bank Details

Does your organisation have a bank account?

○ Yes
○ No

Bank Name


Bank BSB


Bank Account Number


If you would prefer payment by cheque, who should this be made out to?

If you are an individual under 18 and are successful in being awarded a grant, please provide the name of a parent or guardian as the cheque will be made out in their name.

Privacy Statement
Quick Response Grants - August 2017
Quick Response Grants Application Form
Application QRG110817 From Miss Elise Scott

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Declaration

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I agree that the information in this application and the attachments is, to the best of my knowledge, true and correct. I shall notify Kingston City Council of any changes to this information or circumstances that may affect this application. I understand that this is an application only and may not necessarily result in funding approval.

Name
Kerry Wade

Position held (if applicable)
Mother of Elise Scott (14 years old)

Date
24/07/2017
Must be a date

Declaration

Please review your application and ensure all fields marked with an * are completed.
NOTE: when you submit your application you will receive an email confirming this. A PDF copy of your application will be attached to the email.
IF YOU DO NOT RECEIVE AN EMAIL YOUR APPLICATION HAS NOT BEEN SUBMITTED.

Page 3 of 3
Quick Response Grants - August 2017
Quick Response Grants Application Form
Application QRG120817 From Mentone & St Bedes O.C. Amateur Football Club Inc

Applicant Details
* Indicates a required field

Applicant *
Mentone & St Bedes O.C. Amateur Football Club Inc

Contact Person 1 *
Mr Peter Davis

Contact Person 1 Primary Address *

Contact Person 1 Primary Phone Number *
Must be an Australian phone number

Contact Person 1 Alternative Phone Number

Contact Person 1 Primary Email *

Type of organisation *
- Not-for-profit
- School
- Community Group
- Individual

Activity Description

Short project description *
Electronic Video Screen Scoreboard Project
Back in the 1980's the former City of Mordialloc and the then Mentone Football Club jointly funded and built a brick (ground floor) and colour bond (first floor) scoreboard which is in need of repair.

Following a specific gift request from Mr Peter Kerr, a Life Member who devoted 50 years volunteering at the club, the club has embarked on replacing the colour bond section on the front with an electronic video screen to showcase our players as they run onto the ground and to enhance the score throughout the matches for a better viewing experience.

Provide a short description of your project/activity/event.

Location of Project *
Mentone Recreation Reserve Brindisi Street Mentone

Who will benefit from the project? *
Participants and spectators on match days.
Supporters and opposition members can total up to 2000 for specific Senior home matches on Saturdays during
Quick Response Grants - August 2017
Quick Response Grants Application Form
Application QRG120817 From Mentone & St Bedes O.C. Amateur Football Club Inc

the football season with a similar number during junior matches on Sundays throughout the day.
Describe how the proposed activity/event/project benefits City of Kingston residents

Total project cost *
$78,611.00
Must be a dollar amount

Amount requested *
$2,000.00
Must be a dollar amount and no more than 2000

When are the funds required? *
30/11/2017
Must be a date

What will the funds be used for? *
Contribution towards the total cost.
Describe how the funds will be spent

Please attach any supporting information
Filename: StBedesMentone288x576.pdf
File size: 496.8 kB
For example, references, images or annual reports

Budget Details

Have any other funds been raised? *

○ Yes
○ No

If yes, how much?
$73,645.00
Must be a dollar amount

How were the funds raised?
$46500 was bequeathed by a Life Member who sadly passed away in January 2016 from Cancer
$20000 was received from the Federal Government Stronger Communities Grant Program
$7145 was donated by club members through the Australian Sports Foundation and directly to the club
$73645 in total so far with a final fundraiser planned in September to raise $3000

Has you received any funding from Kingston City Council for this project? *

○ Yes
○ No

If yes, how much?

Must be a dollar amount

If yes, when did you receive the funding?

Must be a date

Applicant Bank Details
Quick Response Grants - August 2017
Quick Response Grants Application Form
Application QRG120817 From Mentone & St Bedes O.C. Amateur Football Club Inc

Does your organisation have a bank account? *
  Yes ○ No

Bank Name

Bank BSB

Bank Account Number

If you would prefer payment by cheque, who should this be made out to? If you are an individual under 18 and are successful in being awarded a grant, please provide the name of a parent or guardian as the cheque will be made out in their name.

Privacy Statement

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Declaration

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I agree that the information in this application and the attachments is, to the best of my knowledge, true and correct. I shall notify Kingston City Council of any changes to this information or circumstances that may affect this application. I understand that this is an application only and may not necessarily result in funding approval.

Name Peter Davis

Position held (if applicable) Board Secretary

Date 25/07/1917 Must be a date

Declaration *

Please tick to agree with the Declaration

Please review your application and ensure all fields marked with an * are completed.
NOTE: when you submit your application you will receive an email confirming this. A PDF
Quick Response Grants - August 2017
Quick Response Grants Application Form
Application QRG120817 From Mentone & St Bedes O.C. Amateur Football Club Inc

copy of your application will be attached to the email.
IF YOU DO NOT RECEIVE AN EMAIL YOUR APPLICATION HAS NOT BEEN SUBMITTED.
Quick Response Grants - August 2017
Quick Response Grants Application Form
Application QRG130817 From Mentone & St Bedes O.C. Amateur Football Club Inc

Applicant Details

* Indicates a required field

Applicant *
Mentone & St Bedes O.C. Amateur Football Club Inc

Contact Person 1 *
Mr Peter Davis

Contact Person 1
Primary Address *

Contact Person 1
Primary Phone Number *

Contact Person 1
Alternative Phone Number
Must be an Australian phone number

Contact Person 1
Primary Email *

Type of organisation *
• Not-for-profit
  ○ School
  ○ Community Group
  ○ Individual

Activity Description

Short project description *
Electronic Video Screen Project
As the football has grown over the years, in 2005 council allocated the Southern Road Reserve to the club during the winter sports season.
Council, had provided a metal stand-alone scoreboard to the previous tenants in the mid 1980’s which was in disrepair so at the time the club purchased a small portable plastic scoreboard however it is only suitable for spectators and players who are in close proximity to its location.
Following a specific gift request from Mr Peter Kerr, a Life Member who devoted 50 years volunteering at the club, the club has embarked on replacing the derelict scoreboard with an electronic video screen to showcase our Women's Senior team and our junior players as they run onto the ground and to enhance the score throughout the matches for a better viewing experience.
Provide a short description of your project/activity/event:

Location of Project *
Southern Road Reserve Acacia Street Mentone
What is the location of your activity/project/event?
Quick Response Grants - August 2017
Quick Response Grants Application Form
Application QRG130817 From Mentone & St Bedes O.C. Amateur Foitball Clu Inc

Who will benefit from the project? *
- Participants and spectators on match days.
- Supporters and opposition members can total up to 2000 throughout the day during junior matches on Sundays and 500 on a Saturday for our Women's / Under 19 youth matches.
- Describe how the proposed activity/event/project benefits City of Kingston residents

Total project cost *
- $46,078.00
- Must be a dollar amount

Amount requested *
- $1,600.00
- Must be a dollar amount and no more than 2000

When are the funds required? *
- 27/10/2017
- Must be a date

What will the funds be used for? *
- Contribution towards the total cost
- Describe how the funds will be spent

Please attach any supporting information
- Filename: StBedesMentoneSouthern192x384.pdf
- File size: 876.3 kB
- For example, references, images or annual reports

Budget Details

Have any other funds been raised? *
- Yes
- No

If yes, how much?
- $44,478.00
- Must be a dollar amount

How were the funds raised?
- $25400 was bequeathed by a Life Member who sadly passed away in January 2016 from Cancer
- $16000 was received from the Federal Government Stronger Communities Grant Program
- $3078 was donated by club members through the Australian Sports Foundation and directly to the club
- $44478 in total

Has you received any funding from Kingston City Council for this project?
- Yes
- No

If yes, how much?
- Must be a dollar amount

If yes, when did you receive the funding?
- Must be a date
Quick Response Grants - August 2017
Quick Response Grants Application Form
Application QRG130817 From Mentone & St Bedes O.C. Amateur Football Club Inc

Applicant Bank Details

Does your organisation have a bank account?  ● Yes  ○ No
Bank Name
Bank BSB
Bank Account Number

If you would prefer payment by cheque, who should this be made out to?

If you are an individual under 18 and are successful in being awarded a grant, please provide the name of a parent or guardian as the cheque will be made out in their name.

Privacy Statement

Personal information collected by Council is used for municipal purposes as specified in the Local Government Act 1989. The personal information will be held securely and used solely by Council for these purposes and/or directly related purposes.
Council may disclose this information to other organisations if required or permitted by legislation. The applicant understands that the personal information provided is for the above purpose and that he or she may apply to Council for access to and/or amendment of the information. Requests for access and/or correction should be made to Council's Privacy Officer. A full copy of our Privacy Policy may be obtained from the Kingston website: http://www.kingston.vic.gov.au/Contact-Us/Privacy or from one of our Customer Service Centres.

Declaration

I have read and understood the Quick Response Grants Guidelines.
I agree that the information in this application and the attachments is, to the best of my knowledge, true and correct. I shall notify Kingston City Council of any changes to this information or circumstances that may affect this application. I understand that this is an application only and may not necessarily result in funding approval.

Name
Peter Davis

Position held (If applicable)
Board Secretary

Date
25/07/1917
Must be a date

Declararion
● Please tick to agree with the Declaration

Please review your application and ensure all fields marked with an * are completed.

Page 3 of 4
Quick Response Grants - August 2017
Quick Response Grants Application Form
Application QRG130817 From Mentone & St Bedes O.C. Amateur Football Club Inc

NOTE: when you submit your application you will receive an email confirming this. A PDF copy of your application will be attached to the email.

IF YOU DO NOT RECEIVE AN EMAIL YOUR APPLICATION HAS NOT BEEN SUBMITTED.
Quick Response Grants - August 2017
Quick Response Grants Application Form
Application QRG150817 From Sandringham Hospital (part of Alfred Health)

Applicant Details
* Indicates a required field

Applicant
Sandringham Hospital (part of Alfred Health)

Contact Person 1
Mrs Kerry Stratford

Contact Person 1 Primary Address

Contact Person 1 Primary Phone Number

Contact Person 1 Alternative Phone Number
Must be an Australian phone number

Contact Person 1 Primary Email

Type of organisation
- Not-for-profit
- School
- Community Group
- Individual

Activity Description

Short project description
2017 PRG 24-hour Charity Bike Ride - 2 & 3 September
The Premium Red Group (PRG) is a group of local cyclists who believe in making a positive contribution to the local community, while promoting cycling and cycling safety. Every two years, the PRG group hosts the PRG 24-hour Charity Bike Ride to raise funds for Sandringham Hospital. The 2017 event will be held on 2-3 September. The event involves 40 riders who commit to raise a minimum of $1000 in donations, riding their bikes in a relay loop on Beach Road between Black Rock and Mordialloc for 24 hours non-stop.
Provide a short description of your project/activity/event.

Location of Project
Ride location - Beach Road between Black Rock and Mordialloc. The ride support base is Black Rock Life Saving Club.
What is the location of your activity/project/event?

Who will benefit from the project?
Proceeds raised by the PRG 24-hour Charity Bike Ride will be donated to Sandringham Hospital to go towards building a same-day surgical procedure centre. The PRG 24-hour Charity Bike Ride aims to raise in excess of...
Quick Response Grants - August 2017
Quick Response Grants Application Form
Application QRG150817 From Sandringham Hospital (part of Alfred Health)

$100,000 to go towards the $2.5 million capital appeal to build the same-day surgical procedure centre.

Sandringham Hospital plays a vital role in providing health care to the local community through a range of services including a 24-hour emergency department, maternity services and surgical services. Each year more than 68,000 patients are treated at Sandringham Hospital with more than one third of patients (23,000+) being City of Kingston residents.

Describe how the proposed activity/event/project benefits City of Kingston residents

Total project cost *

$3,000.00
Must be a dollar amount

Amount requested *

$1,500.00
Must be a dollar amount and no more than 2000

When are the funds required? *

04/09/2017
Must be a date

What will the funds be used for? *

Funds from this grant application will be used to assist in the off-set of costs associated with supporting participants during the PRG 24-hour Charity Bike Ride including the supply of a jersey to identify participants during the ride, hire of the ride base (Black Rock Life Saving Club) so that riders are able to rest/sleep in between shifts on the road, and the provision of food and beverages to feed the riders.

Describe how the funds will be spent

Please attach any supporting information

<table>
<thead>
<tr>
<th>Filename</th>
<th>PRG 24hr Charity bike ride background information.pdf</th>
</tr>
</thead>
<tbody>
<tr>
<td>File size</td>
<td>984.1 kB</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Filename</th>
<th>Sandringham Hospital_Day_Procedure_Centre Brochure.pdf</th>
</tr>
</thead>
<tbody>
<tr>
<td>File size</td>
<td>495.7 kB</td>
</tr>
</tbody>
</table>

For example, references, images or annual reports

Budget Details

Have any other funds been raised? *

- Yes
- No

If yes, how much?

$25,000.00
Must be a dollar amount

How were the funds raised?

The funds have been raised by the ride participants asking supporters to donate funds to support participation in the ride.
Quick Response Grants - August 2017
Quick Response Grants Application Form
Application QRG150817 From Sandringham Hospital (part of Alfred Health)

Funds have not been secured to off-set the costs associated with staging the ride.

Has you received any funding from Kingston City Council for this project?

- Yes
- No

If yes, how much?

Must be a dollar amount

If yes, when did you receive the funding?

Must be a date

Applicant Bank Details

Does your organisation have a bank account?

- Yes
- No

Bank Name

Bank BSB

Bank Account Number

If you would prefer payment by cheque, who should this be made out to?

Sandringham Hospital

If you are an individual under 18 and are successful in being awarded a grant, please provide the name of a parent or guardian as the cheque will be made out in their name.

Privacy Statement

Personal information collected by Council is used for municipal purposes as specified in the Local Government Act 1989. The personal information will be held securely and used solely by Council for these purposes and/or directly related purposes.

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Declaration

I have read and understood the Quick Response Grants Guidelines.

I agree that the information in this application and the attachments is, to the best of my knowledge, true and correct. I shall notify Kingston City Council of any changes to this information or circumstances that may affect this application. I understand that this is an application only and may not necessarily result in funding approval.
<table>
<thead>
<tr>
<th><strong>Name</strong></th>
<th>Kerry Stratford</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Position held (if applicable)</strong></td>
<td>Fundraising Officer, Sandringham Hospital</td>
</tr>
<tr>
<td><strong>Date</strong></td>
<td>26/07/2017</td>
</tr>
<tr>
<td><strong>Declaration</strong></td>
<td></td>
</tr>
</tbody>
</table>

*Please tick to agree with the Declaration*

Please review your application and ensure all fields marked with an * are completed.

NOTE: when you submit your application you will receive an email confirming this. A PDF copy of your application will be attached to the email.

IF YOU DO NOT RECEIVE AN EMAIL YOUR APPLICATION HAS NOT BEEN SUBMITTED.
Quick Response Grants - August 2017
Quick Response Grants Application Form
Application QRG170817 From Mrs Simone Hardham

Applicant Details

* Indicates a required field

Applicant *
Mrs Simone Hardham

Contact Person 1 *
Mrs Simone Hardham

Contact Person 1 Primary Address *

Contact Person 1 Primary Phone Number *

Contact Person 1 Alternative Phone Number
Must be an Australian phone number

Contact Person 1 Primary Email *

Type of organisation *
○ Not-for-profit
○ School
○ Community Group
★ Individual

Activity Description

Short project description *
After losing my father tragically to suicide in Nov 2014 I decided to organise a Community Day in March of 2015. Just months after losing my father the Dingley community lost the footy clubs vice president to suicide also. It became all the more important to organise a day with the following objectives:
- to generate a sense of community inclusion
- raise the publics' awareness of mental health issues, and
- to raise funds for beyond blue.

The day was a HUGE success.

I then organised a day in 2016 and 2017 (March each year) and decided to support a local NFP organisation with any funds raised - Make A Difference DV Inc.

I have decided to bring the community day in 2018 March as an outdoor cinema.

Provide a short description of your project/activity/event

Location of Project *
Spring Park Golf Course Dingley Village
What is the location of your activity/project/event?
Quick Response Grants - August 2017
Quick Response Grants Application Form
Application QRG170817 From Mrs Simone Hardham

Who will benefit from the project? *

The broader community has already seen the benefit of my efforts of raising awareness and working towards breaking down the stigma of suicide and mental health issues.

I have received much positive feedback from people facing the challenges of mental health issues, their families and friends/carers.

I have always welcomed and encouraged those touched by mental health/suicide to volunteer on the day.

By providing much needed funds raised to Make A Difference Dingley Village Inc - I am supporting their great work in assisting families on our community.

Describe how the proposed activity/event/project benefits City of Kingston residents

Total project cost *

$5,000.00

Must be a dollar amount

Amount requested *

$2,000.00

Must be a dollar amount and no more than 2000

When are the funds required? *

31/10/2017

Must be a date

What will the funds be used for? *

Public Liability Insurance, logistics of equipment for the hire of the outdoor cinema

Describe how the funds will be spent

Please attach any supporting information

No files have been uploaded

For example, references, images or annual reports

Budget Details

Have any other funds been raised? *

○ Yes

○ No

If yes, how much?

$3,000.00

Must be a dollar amount

How were the funds raised?

A Grant from the generous Dingley Village Community Bendigo Bank

Has you received any funding from Kingston City Council for this project?

○ Yes

○ No

If yes, how much?

Must be a dollar amount
Quick Response Grants - August 2017
Quick Response Grants Application Form
Application QRG170817 From Mrs Simone Hardham

If yes, when did you receive the funding? Must be a date

Applicant Bank Details

Does your organisation have a bank account?  
● Yes  ○ No

Bank Name

Bank BSB

Bank Account Number

If you would prefer payment by cheque, who should this be made out to? If you are an individual under 18 and are successful in being awarded a grant, please provide the name of a parent or guardian as the cheque will be made out in their name.

Privacy Statement

Personal information collected by Council is used for municipal purposes as specified in the Local Government Act 1989. The personal information will be held securely and used solely by Council for these purposes and/or directly related purposes. Council may disclose this information to other organisations if required or permitted by legislation. The applicant understands that the personal information provided is for the above purpose and that he or she may apply to Council for access to and/or amendment of the information. Requests for access and/or correction should be made to Council’s Privacy Officer. A full copy of our Privacy Policy may be obtained from the Kingston website: http://www.kingston.vic.gov.au/Contact-Us/Privacy or from one of our Customer Service Centres.

Declaration

I have read and understood the Quick Response Grants Guidelines.
I agree that the information in this application and the attachments is, to the best of my knowledge, true and correct. I shall notify Kingston City Council of any changes to this information or circumstances that may affect this application. I understand that this is an application only and may not necessarily result in funding approval.

Name

Simone Hardham

Position held (if applicable)

Date

31/07/2017

Must be a date

Declaration

● Please tick to agree with the Declaration

Page 3 of 4
Please review your application and ensure all fields marked with an * are completed.

NOTE: when you submit your application you will receive an email confirming this. A PDF copy of your application will be attached to the email.

IF YOU DO NOT RECEIVE AN EMAIL YOUR APPLICATION HAS NOT BEEN SUBMITTED.
Quick Response Grants - August 2017
Quick Response Grants Application Form
Application QRG140817 From Give A Textbook Inc.

Applicant Details
* Indicates a required field

Applicant *
Give A Textbook Inc.

Contact Person 1 *
Mrs Samantha Bonney

Contact Person 1 Primary Address *

Contact Person 1 Primary Phone Number *
Must be an Australian phone number

Contact Person 1 Alternative Phone Number

Contact Person 1 Primary Email *

Type of organisation *
- Not-for-profit
  - School
  - Community Group
  - Individual

Activity Description
Short project description *

Our second project is due to commences in August. We are planning to ship over 7,000 Australian books to the Philippines. The shipment is due to leave Australia at the start of September, and arrive in the Philippines in mid November. We are hoping to distribute books to 10-15 Community Groups such as High Schools and Prisons. The most cost effective and direct way to ship the books from Australia to the Philippines is via 1m x 1m boxes, which hold around 140 books, this equates to 50 boxes. Each box costs a total of $100. The boxes are then picked up by the shipping agent, packed in containers and sent to the Philippines. They then get processed and delivered directly to council offices in the regional province. At which stage myself and a team from Australia will head over and coordinate the distribution of the books locally in the Philippines.

We have attached information and photos of our first project which we completed in March 2017, this is a great example of what our second project will consist of.

Provide a short description of your project/activity/event:

Page 1 of 4
Quick Response Grants - August 2017
Quick Response Grants Application Form
Application QRG140817 From Give A Textbook Inc.

Location of Project *
Cheltenham, VIC, Australia & Negros Occidental, Philippines
What is the location of your activity/project/event?

Who will benefit from the project? *
In many ways there are numerous benefits Give A Textbook Inc. are working towards. One of our main benefits is helping others that do not have access to sufficient academic literature. By re-purposing used and new books to create social impact, and support others in furthering their education. Also, collectively as a community there are many more benefits that we provide. We provide families in our local area the ability to re-purpose books, saving thousands from ending up in landfills annually.

We also have reached out to local schools within the area and have worked hand in hand with them to achieve their strategic goals for environmental and recycling initiatives. Some of the schools that have donated are; Sandringham College, Cheltenham Secondary College, Frankston High School, Mac. Robertson Girls’ High School and Kingston Library (Parkdale). (photos attached)

We also approached a number of community groups that have a need to re-home books such as The Les Twentyman Foundation (Back-to-School Program), Pascal Press, Recycled Textbooks, Secondhand School Supplies and Linked Educational Supplies.

Our first project which we completed in March this year was a great success in which we sent over 7000 books to the Philippines. We were fortunate enough to have an article published in the Bayside Leader Newspaper which I have attached.

Describe how the proposed activity/event/project benefits City of Kingston residents

Total project cost *
$5,000.00
Must be a dollar amount

Amount requested *
$2,000.00
Must be a dollar amount and no more than 2000

When are the funds required? *
31/08/2017
Must be a date

What will the funds be used for? *
Shipping costs, to ship over 7000 books from Melbourne, Australia to the Philippines.
Describe how the funds will be spent

Please attach any supporting information
Filename: Give A Textbook Project 1.pdf
File size: 357.3 kB

Filename: LocalCommunityPics.pdf
File size: 669.7 kB
Quick Response Grants - August 2017
Quick Response Grants Application Form
Application QRG140817 From Give A Textbook Inc.

Budget Details

Have any other funds been raised? *
- Yes
- No

If yes, how much?

How were the funds raised?
No, however we have a Trivia Fundraising Event on Sunday 27th August 2-5pm at Milanos in Brighton. We are expecting a minimum of 150 people. Tickets for this event are $24 each. Our expenses for this event are $200 function room hire, $300 trivia/emcee host & $65 a platter of finger food for each table. Silent Auction & Raffle prizes are donated.

Has you received any funding from Kingston City Council for this project?
- Yes
- No

If yes, how much?

If yes, when did you receive the funding?

Must be a date

Applicant Bank Details

Does your organisation have a bank account?
- Yes
- No

Bank Name

Bank BSB

Bank Account Number

If you would prefer payment by cheque, who

If you are an individual under 18 and are successful in being awarded a grant, please provide the name of a parent or guardian as the cheque will be made out in their name.
Quick Response Grants - August 2017
Quick Response Grants Application Form
Application QRG140817 From Give A Textbook Inc.

should this be made out to?

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Declaration

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I agree that the information in this application and the attachments is, to the best of my knowledge, true and correct. I shall notify Kingston City Council of any changes to this information or circumstances that may affect this application. I understand that this is an application only and may not necessarily result in funding approval.

Name
Samantha Bonney

Position held (if applicable)
Director

Date
31/07/2017
Must be a date

Declaration

* Please tick to agree with the Declaration

Please review your application and ensure all fields marked with an * are completed.
NOTE: when you submit your application you will receive an email confirming this. A PDF copy of your application will be attached to the email.
IF YOU DO NOT RECEIVE AN EMAIL YOUR APPLICATION HAS NOT BEEN SUBMITTED.
Ordinary Meeting of Council

28 August 2017

Agenda Item No: 11.3

ASSEMBLY OF COUNCILLORS RECORD REPORT

Contact Officer: Joanne Creedon, 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
Planned Outcome 5 - Efficient and Innovative Stewardship of the Organisation and Resources
Strategy 5.2 - An organisation with transparent, innovative and robust business and financial processes facilitating strong accountability to the community

The reporting of Assembly of Councillors meets the requirements of the Act and is critical to Strategy 5.3.

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 - Planning Councillor Information Session
7 August 2017 (Trim No 17/134857)

Appendix 2 - Assembly of Councillors Record - Strategic Councillor Information Session
14 August 2017 (Trim No 17/134840)

Appendix 3 - Assembly of Councillors Record - Strategic Councillor Information Session
21 August 2017 (Trim No 17/134823)

Author/s: Joanne Creedon, Governance Officer
Reviewed and Approved By: Phil De Losa, Manager Governance
Paul Franklin, General Manager Corporate Services
11.3

ASSEMBLY OF COUNCILLORS RECORD REPORT

1  Assembly of Councillors Record - Planning Councillor
   Information Session 7 August 2017 .............................................. 479
2  Assembly of Councillors Record - Strategic Councillor
   Information Session 14 August 2017 ............................................. 483
3  Assembly of Councillors Record - Strategic Councillor
   Information Session 21 August 2017 ............................................. 487
Appendix 1
11.3 Assembly of Councillors Record Report - Assembly of Councillors Record - Planning Councillor
Information Session 7 August 2017

Assembly of Councillors Record

This Form MUST be completed by:
(i) The appropriate attending Council Officer or;
(ii) Advisory Officer of a Village Committee or;
(iii) Chairperson of any Council Advisory Committee where there is no Council Officer present and returned IMMEDIATELY to the Program Leader Governance for filing.

Assembly details:

Date: 7 August 2017 Time: 5.45pm

Assembly Location: 1230 Nepean Highway Cheltenham

Assembly Reason: Planning Councillor Information Session

Attendees:

Councillor/s:
Cr David Eden (Mayor)
Cr Ron Brownlee OAM
Cr Geoff Gledhill
Cr George Hua (arrived at 5.57pm)
Cr Georgina Oxley
Cr Steve Staikos
Cr Rosemary West OAM

Officer/s:
Paul Franklin, Acting Chief Executive Officer
Mauro Bolin, General Manager Community Sustainability
Daniel Freer, General Manager City Assets and Environment
Jonathan Guttmann, General Manager Planning and Development
Phil De Lose, Manager Governance
Kerryn Fisher, Acting Manager Communications & Community Relations
Megan O’Halloran, Acting Manager People and Culture
Paul Marsden, Manager City Strategy
Ian Nice, Manager City Development

Apologies:
Cr Tamara Barth
Cr Tamsin Bensley
John Nevins, Chief Executive Officer
Assembly of Councillors Record

This Form MUST be completed by:
(i) The appropriate attending Council Officer or;
(ii) Advisory Officer of a Village Committee or;
(iii) Chairperson of any Council Advisory Committee where there is no Council Officer present and returned IMMEDIATELY to the Program Leader Governance for filing.

Matters Discussed:

1. Apologies
2. Declaration by Councillors, Officers and Contractors of any Conflict of Interest
3. Notes of CRS of 17 July 2017
4. Individual Ward Briefings
5. Customer Service Charter Refresh
6. Planning Delegation Email Report - July 2017
7. Draft Agenda - Planning Committee - See Separate Agenda
8. Recent VicSmart Changes – Amendment VC137
9. Public Open Space Contributions
10. Bonbeach and Edithvale Level Crossing Removals – Community Reference Group
11. Kingswood Golf Course – Update
12. Moorabbin Reserve Park Plan
13. Indoor Court Facilities - Feasibility Planning Update No. 2
15. Proposed Councillor Workshop Agenda - 12 September 2017
16. Invitations

Conflict of Interest Disclosures:

Did senior officer present ask for disclosure of Conflicts of Interest?
Yes

Councillor Disclosures: (refer 2 over page).
Nil

Record if a Councillor left the meeting during the discussion.
Nil

Officer Disclosures: (refer 4 over page)
Nil
Appendix 1

11.3 Assembly of Councillors Record Report - Assembly of Councillors Record - Planning Councillor

Information Session 7 August 2017

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 89A(1) and (2) Officer Requirements (re Written Record to be made of disclosure of Conflicts of Interest):

Section 89A(1) and (2) of the Local Government Act 1969, 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 (2),
(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 89A(3) and (4) Councillor Requirements (re Conflict of Interest):

Section 89A(3) and (4) of the Local Government Act 1969, 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: 150 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 ad hoc committee of the Council where one or more Councillors are present whilst the matter considered are intended or likely to be subject to a future decision by the Council OR an officer decision under delegated authority.

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 matters 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 as an Assembly of Councillors. If you require further clarification, please call the Governance team.

4. Section 88B 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.
Assembly of Councillors Record

This Form MUST be completed by:
(i) The appropriate attending Council Officer or;
(ii) Advisory Officer of a Village Committee or;
(iii) Chairperson of any Council Advisory Committee where there is no Council Officer present and returned IMMEDIATELY to the Program Leader Governance for filing.

Assembly details:

Date: 14 August 2017  Time: 5.45pm

Assembly Location: 1230 Nepean Highway Cheltenham

Assembly Reason: Strategic Councillor Information Session

Attendees:

Councillor/s:
Cr David Eden (Mayor)
Cr Tamsin Bearsley
Cr Ron Brownless OAM
Cr Geoff Gledhill
Cr George Huia (arrived at 6.01pm)
Cr Georgina Oxley
Cr Rosemary West OAM (arrived at 6.00pm)

Officer/s:
Paul Franklin, Acting Chief Executive Officer
Mauro Boilin, General Manager Community Sustainability
Daniel Freer, General Manager City Assets and Environment
Jonathan Guttman, General Manager Planning and Development
Phil De Lose, Manager Governance
Tracey Chesman, Media Advisor
Rob Crispin, Manager Westall Hub
Jihane Wassel, Team Leader Community Engagement
Elisabetta Robecchi, Community Development Officer
Gillian Turnbull, Coordinator Community Wellbeing
Anthony Ziem, Acting Manager Community Buildings
Mark Stockton, Team Leader Sport and Recreation
Rachel Qualtrough, Manager Infrastructure
Alan West, Team Leader Engineering Design
Paul Marden, Manager City Strategy
Rita Astill, Team Leader Strategic & Environmental Planning

Apologies:
Cr Tamara Barth
Cr Steve Stavros
John Navins, Chief Executive Officer
Assembly of Councillors Record

This Form MUST be completed by:
(i) The appropriate attending Council Officer or;
(ii) Advisory Officer of a Village Committee or;
(iii) Chairperson of any Council Advisory Committee where there is no Council Officer present and returned IMMEDIATELY to the Program Leader Governance for filing.

Matters Discussed:
1. Apologies
2. Declaration by Councillors, Officers and Contractors of any Conflict of Interest
3. Notes of CIS of 7 August 2017
4. Interfaith Network Committee Membership
5. Advice regarding the 2016 - 2017 Unsuccessful Community Grant Applications and unallocated funds
6. CON 17/02 - Cliff Sambell Pavilion Upgrade, Gerry Green Reserve, Parkdale - Award of Contract
8. Roy Dore Reserve, Carrum Pavilion Concept Plan
9. Flood Management Program Update
11. Amendment C151 - Peninsula Kingswood Golf Course, Dingley Village
12. Naming Request - Moorabbin Rugby Union Football Club
13. Draft Agenda - Ordinary Meeting of Council
14. Invitations
15. Councillor/CEO Discussion

Conflict of Interest Disclosures:

Did senior officer present ask for disclosure of Conflicts of Interest?
Yes

Councillor Disclosures: (refer 2 over page).

Cr Osley disclosed a Conflict of Interest in Item 13 - Draft Agenda - Ordinary Meeting of Council (Item 12.2 - Notice of Motion (Rescission) No 32/2017)

Cr Eden disclosed a Conflict of Interest in Item 13 - Draft Agenda - Ordinary Meeting of Council (Item 12.2 - Notice of Motion (Rescission) No 32/2017)

Record if a Councillor left the meeting during the discussion.
Nil

Officer Disclosures: (refer 4 over page)
Nil
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 88(1) and (2) Officer Requirements (re Written Record to be made of disclosure of Conflicts of Interest):

Section 88(1) and (2) of the Local Government Act 1969 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 (2),
(d) whether a Councillor who 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 88(3) and (4) Councillor Requirements (re Conflict of Interest):

Section 88(3) and (4) of the Local Government Act 1969 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 78, the Councillor must, at the time put 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 addition to which the Councillor has a conflict of interest is considered; or
(b) if the Councillor realizes 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 ad hoc committee of the Council where one or more Councillors are present where the matters considered are intended or likely to be 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 organization."

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 / key Council priorities;
- Site inspections / preliminary planning conferences;

Providing at least five Councillors and one Council staff member is present and the matters 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 to not deem any scheduled / planned meeting of five or more Councillors and an officer as an Assembly of Councillors. If you require further clarification, please call the Governance team.

4. Section 88(8) 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 directions when the Officer is exercising a statutory power or duty of the Chief Executive Officer.
Assembly of Councillors Record

This Form MUST be completed by:
(i) The appropriate attending Council Officer or;
(ii) Advisory Officer of a Village Committee or;
(iii) Chairperson of any Council Advisory Committee where there is no Council Officer present and returned IMMEDIATELY to the Program Leader Governance for filing.

Assembly details:

Date: 21 August 2017 Time: 5.45pm

Assembly Location: 1230 Nepean Highway Cheltenham

Assembly Reason: Strategic Councillor Information Session

Attendees:

Councillor/s:
Cr David Eden (Mayor)
Cr Tamsin Bearsley (arrived at 5.57pm)
Cr Ron Brownless OAM
Cr Geoff Gledhill
Cr George Hua (arrived at 5.58pm)
Cr Georgina Oxley
Cr Rosemary West OAM (arrived at 6.09pm)

Officer/s:
Paul Franklin, General manager Corporate Services
Mauro Bolin, General Manager Community Sustainability
Daniel Freer, General Manager City Assets and Environment
Ian Nice, Acting General Manager Planning and Development
Phil De Lose, Manager Governance
Kerryn Fisher, Acting Manager Communications & Community Relations
Tim Bearup, Manager Libraries & Social Development
Gillian Turnbull, Community Wellbeing
Jihan Wassef, Team leader Community Engagement
Julian Harvey, Manager Property, Arts and Leisure Services
Nicholas Beck, Team Leader Property Services
Ross Gregory, Manager Traffic and Transport
Johanna Nuttall, LXRA Liaison Officer
Mark Juler, Manager Parks & Recreation
Paul Marsden, Manager City Strategy

Apologies:
Cr Tamara Barth
Cr Steve Statkos
John Navins, Chief Executive Officer
Assembly of Councillors Record

Matters Discussed:

1. Apologies
2. Declaration by Councillors, Officers and Contractors of any Conflict of Interest
3. Notes of C1S of 14 August 2017
4. Public Safety Infrastructure Fund - Grant Application
5. Principal's Breakfast Agenda for 30th August 2017
6. Response to Notice of Motion No. 6/2016 - Cr Gledhill - Draft Mooring Policy for Mordialloc Creek
7. Level Crossing Removal Projects Update - Construction Set Down Areas and Carrum Revitalisation
8. Mentone Coastal Precinct Plan - Project Update
9. Response to Notice of Motion No. 28/2017 - Installation of a Permanent Disc Golf Course in Kingston
10. Tender Evaluation for Dales Park Netball Courts
11. Moorabbin Reserve Park Plan - Oval Fence
12. Draft LXRA EES Scoping Requirements - Edithvale and Bonbeach
14. Amendment C151 - Peninsula Kingswood Golf Course, Dingley Village
15. Strategic Advisory Committees Review
16. Ward Advisory Committees
17. Vodafone Hutchison Non Payment
18. Notices of Motion
19. Invitations
20. Councillor/CEO Discussion
Assembly of Councillors Record

This Form MUST be completed by:
(i) The appropriate attending Council Officer or;
(ii) Advisory Officer of a Village Committee or;
(iii) Chairperson of any Council Advisory Committee where there is no Council Officer present and returned IMMEDIATELY to the Program Leader Governance for filing.

Conflict of Interest Disclosures:

Did senior officer present ask for disclosure of Conflicts of Interest?
Yes

Councillor Disclosures: (refer 2 over page).
Cr Oxley disclosed a Conflict of Interest in Item 7 - Level Crossing Removal Projects Update - Construction Set Down Areas and Carrum Revitalisation and Item 18 – Notices of Motion (relating to a Notice of Motion submitted by Cr Brownless regarding Residential Aged Care).

Cr Eden disclosed a Conflict of Interest in Item 7 - Level Crossing Removal Projects Update - Construction Set Down Areas and Carrum Revitalisation and Item 18 – Notices of Motion (relating to a Notice of Motion submitted by Cr Brownless regarding Residential Aged Care).

Record if a Councillor left the meeting during the discussion.

Cr Oxley disclosed a Conflict of Interest in Item 7 - Level Crossing Removal Projects Update - Construction Set Down Areas and Carrum Revitalisation and Item 18 – Notices of Motion (relating to a Notice of Motion submitted by Cr Brownless regarding Residential Aged Care) and left the meeting at 6.25pm prior to any discussion on the matter.

Cr Eden disclosed a Conflict of Interest in Item 7 - Level Crossing Removal Projects Update - Construction Set Down Areas and Carrum Revitalisation and Item 18 – Notices of Motion (relating to a Notice of Motion submitted by Cr Brownless regarding Residential Aged Care) and left the meeting at 6.25pm prior to any discussion on the matter.

Cr Gladhill left the meeting at 7.45pm
Cr Bewsley left the meeting at 7.45pm

Officer Disclosures: (refer 4 over page)

Completed by: Phil De Losa
Date: 21 August 2017
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 88A(1) and (2) Officer Requirements (to Written Record to be made of disclosure of Conflicts of Interest):**

   **Section 88A(1) and (2) of the Local Government Act 1969, 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 discussed,
      (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 88A(3) and (4) Councillor Requirements (re Conflict of Interest):**

   **Section 88A(3) and (4) of the Local Government Act 1969, 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 Council would have to disclose a conflict of interest under section 79, the Councillor must, at the time, if he so decides, 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 a conflict of interest either:
      (a) immediately before the matter in relation to which the Council 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 ad hoc meeting 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,

   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;
- Chair Councillor briefing sessions;
- Budget discussions;
- Workshops to key Council priorities;
- Site inspections / preliminary planning conferences;

providing at least five Councillors and one Council Staff member is present and the matters 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 as an Assembly of Councillors. If you require further clarification, please call the Governance team.

4. **Section 88B 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;
   - 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 directions when the Officer is exercising a statutory power or duty of the Chief Executive Officer.
12. Notices of Motion
Ordinary Meeting of Council

28 August 2017

Agenda Item No: 12.1

NOTICE OF MOTION NO. 31/2017 - CR WEST - PORT OF HASTINGS

Considering that

1. Infrastructure Victoria is reported to have rejected the proposed development of the Port of Hastings as Melbourne’s second container port, “owing to the estimated $5 billion cost of connecting it to Melbourne’s rail network via the congested Pakenham-Cranbourne line and the environmental risk of ramping up shipping traffic in the ecologically sensitive Western Port” (Age, 18 May, 2017) This puts the projected cost of the Port of Hastings at $12.7 billion, about twice the cost of the Bay West port option. Infrastructure Victoria has assessed that the Port of Melbourne, Australia’s busiest, should remain the focus of Victorian container trade for about 40 more years and will continue to grow over that time to about three times its current activity level.

2. This backs other earlier studies:
   - A Victoria University report found that the Westernport expansion plans would have put either 1.5 million B-Double trucks or 50,000 freight trains on roads and railways across Melbourne; (Expanded Hastings to clog roads: report. 10/7/14.) It is likely that a fair few of these B-doubles and freight trains would have been on the Kingston line and Nepean Hwy, Monash and Eastlink Freeways, despite plans for a new Dandenong Rail link.
   - three reports commissioned by environmental groups identified likely changes to the ecological character of Westernport Bay from the Port of Hastings expansion including:
     - Impacts on seagrass and mangroves from the required dredging along with the increased risk of oil-spills.
     - A reduction in the ability of seagrass and mangroves in Westernport Bay to provide ecosystem services including erosion control, oxygenation, nutrient cycling, food and habitat for invertebrates and fish and birds.
     - Threats to Westernport’s ability to provide habitat for birds;
     - Reduction of the vulnerable and endangered species found in Westernport Bay;
     - Reduction of Westernport Bay’s ability to provide refuge during adverse conditions.
     - Reduction of Westernport Bay’s role as a spawning ground and nursery for fish.

I move that Kingston Council withdraws its previous position of support for the Port of Hastings to be developed as a major container port.

Cr Rosemary West
Officer Comment

On 7th March 2017 Infrastructure Victoria (IV) released the information, data and analysis it has collected to date that will inform its advice to the Minister on when and where the Government should invest in new container port capacity for the State.

That advice tentatively suggests that Bay West would be the preferred location for a new container port once the Port of Melbourne reaches capacity of approximately 8 million TEU around 2055. However, in coming to this conclusion, IV concede that, if access for 18,500 TEU ships was required, it may be necessary to widen the Great Shipping Channel through the Heads. At the very least, it will be necessary to increase the width of the Great Shipping Channel from 245 metres to about 425 metres.

However, the report acknowledges that the effects of increased ship numbers, channel deepening and potentially widening the Heads have not been fully assessed. Further hydrodynamic modelling would be required to understand the full effects that increased wave energy, resulting from widening the heads, would have on Port Phillip Bay, including on beach erosion and the cascading liveability effects for the millions of residents who live around the Bay.

Infrastructure Victoria reaffirm that the Port of Hastings will be an important part of Victoria’s future commercial port network, and is particularly well suited to handling automotive trade.

While Infrastructure Victoria state that they have endeavoured to develop their advice and recommendations in a way that provides clear direction, they also acknowledge the need to encourage flexibility and responsiveness to change given that there is a great deal of uncertainty in ports planning. This uncertainty is demonstrated by the widely varied container trade forecasts over the last 20 years, the rapid changes in the size of ships on order and the faster than expected scrapping of smaller ships.

Consequently it would be prudent to monitor the sector and encourage Infrastructure Victoria and the State Government to commit to regular reviews to ensure that the 10-15 year lead time for the construction of a new port is not compromised. It would also be necessary to ensure that a timely and full Environmental Impact Assessment is undertaken on the potential impact on Port Philip Bay should Bay West remain the preferred location.

Alternate Recommendation

That Kingston Council maintains a diligent watching brief on all issues associated with State Government deliberations and studies relating to port capacity.
NOTICE OF MOTION (RESCISSION) NO. 32/2017 - CRS BEARSLEY, GLEDHILL & BROWNLEES

We move to rescind item 9.3 RESIDENTIAL AGED CARE HOMES TRANSFER which was resolved at the Ordinary Council meeting on July 24th 2017.

Cr Tamsin Bearsley
Cr Geoff Gledhill
Cr Ron Brownlees
I move:
That officers prepare a report on the need for further strategic planning work and the potential preparation of a structure plan for Clayton South, which shall include but not be limited to the following areas:

- Westall Activity Centre
- Future Plan for the remaining industrial area
- Future Plan for the non green wedge landfill sites
- Traffic
- Residential Amenity
- Street Tree Planting
- Open Space
- Passive and Active Recreation

Cr George Hua
Ordinary Meeting of Council
28 August 2017

Agenda Item No: 12.4

NOTICE OF MOTION NO. 34/2017 - CR GLEDHILL - PARKDALE YACHT CLUB REDEVELOPMENT

I move:
That in light of the Parkdale Yacht Club being unsuccessful in securing a grant through the Community Sports Infrastructure Fund and given that the funds originally allocated by Council for the redevelopment have remained as part of the 2017/18 adopted budget, I move that Council officers be instructed to proceed with the matter of the Parkdale Yacht Club redevelopment in accordance with the recommendations contained in the Council Meeting Agenda of March 27th 2017, Item 9.3 (copy attached)

Cr Geoff Gledhill

Officer Comment:
The recommendation contained in the Ordinary Council Meeting agenda of 27 March 2017, Item 9.3, reads as follows:

OFFICER RECOMMENDATION
That Council:
1. Endorse the attached concept plans;
2. Direct officers to proceed to detailed design of the new Parkdale Yacht Club (PYC) facility and to seek tenders in relation to this project;
3. Direct officers to engage with the community regarding the development of the new PYC via community information session(s);
4. Direct officers to report back to Council on the outcome of the tender process; and
5. Direct officers to negotiate a Heads of Agreement for a new lease.
Ordinary Meeting of Council

28 August 2017

Agenda Item No: 12.5

NOTICE OF MOTION NO. 35/2017 - CR BROWNLEES - RESIDENTIAL AGED CARE

Pending the outcome of the Notice of Rescission on the agenda for Council Meeting of August 28th 2017, I proposed to move the following:

That Council adopt the officer recommendation as presented and printed under Item 9.3 on page 207 of the Ordinary meeting Agenda for the Council Meeting on July 24th 2017 with regard to Residential Aged Care Homes Transfer.

Cr Ron Brownlees

Officer Comment:

The recommendation contained in the Ordinary Council Meeting agenda of 24 July 2017, Item 9.3, reads as follows:

That Council:

1. Notes and endorses Mercy Health Australia Ltd (Mercy Health) assuming control of Southern Cross Care (Vic) (SCCV) on and with effect from 1 July 2017 and approved by Council’s Chief Executive Officer.

2. Notes and endorses the sale and leasing terms previously agreed between SCCV and Council, Council and Mordialloc Community Nursing Home Inc. continuing to apply, modified to give effect to the change in control of SCCV. This includes any change to the model of care, facility design and construction timeline, not including any statutory requirements under the Planning & Environment Act, based on an ongoing expectation of:
   - SCCV constructing a new residential aged care home on 101-103 Collins Street, Mentone, Victoria of at least 126 places (beds);
   - SCCV continuing to lease the four Council owned residential aged care sites until the new home is constructed;
   - Residents as at 23 October 2015 from those sites being offered priority admission to the new home.

3. Endorses the extension of delegated authority to the Chief Executive Officer to undertake all things necessary to give effect to the above resolutions, including:
   - To enter into and procure from Mercy Health and SCCV such amended and/or additional covenants as the Chief Executive Officer considers necessary or desirable to give effect to the change in control of SCCV subject to the satisfaction of Council’s legal advisors; and
   - To assess specific actions identified, such as extending the construction timeline.
Ordinary Meeting of Council
28 August 2017

Agenda Item No: 12.6

NOTICE OF MOTION NO. 36/2017 - CR BROWNLEES - SUBURB NAME CHANGE - PENNYDALE

I move:
That Council write to the City of Bayside expressing its strong opposition to attempts to change the name of that part of the suburb of Cheltenham located in Bayside between the Frankston railway line, Jack Road, Bay Road and park Road Cheltenham, to ‘Pennydale’.

Cr Ron Brownlees
Ordinary Meeting of Council
28 August 2017

Agenda Item No:  12.7

NOTICE OF MOTION NO. 37/2017 - CR BROWNLEES -
PLANNING CONSIDERATIONS FOR VACANT BUILDINGS

I move:
That officers prepare a report that outlines procedures required for a possible amendment to planning policies that provides a means whereby once a planning permit has been issued for a vacant building and that building remains unoccupied for a period longer than 30 days after the permit has issued, what steps, if any, would be available to council to ensure that the building is either occupied or alternatively demolished. The report to consider advice related to conditions for actioning demolition permits or matters related to additional conditions on the planning permit.

Cr Ron Brownlees
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.

Confidential Appendices

9.2 CON 17/62 - Cliff Sambell Pavilion Upgrade, Gerry Green Reserve, Parkdale - Award of Contract
Appendix 1, Letter From Gerry Green Reserve Committee - August 2017 is designated confidential as it relates to (s89 2d)

9.2 CON 17/62 - Cliff Sambell Pavilion Upgrade, Gerry Green Reserve, Parkdale - Award of Contract
Appendix 2, Con 17/62 Tender Evaluation Matrix is designated confidential as it relates to (s89 2d)

10.5 Tender Evaluation for Dales Park Netball Courts
Appendix 2, Tender Evaluation Matrix for Dales Park, Oakleigh South - Netball Court Construction is designated confidential as it relates to (s89 2d)

11.2 Quick Response Grants
Appendix 1, Quick Response Grants – Applicants’ debtor status - August 2017 is designated confidential as it relates to (s89 2h)

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:

Confidential Appendices

9.2 CON 17/62 - Cliff Sambell Pavilion Upgrade, Gerry Green Reserve, Parkdale - Award of Contract
Appendix 1, Letter From Gerry Green Reserve Committee - August 2017
This appendix is confidential in accordance with the Local Government Act s89(2) as it relates to (s89 2d)

9.2 CON 17/62 - Cliff Sambell Pavilion Upgrade, Gerry Green Reserve, Parkdale - Award of Contract
Appendix 2, Con 17/62 Tender Evaluation Matrix
This appendix is confidential in accordance with the Local Government Act s89(2) as it relates to (s89 2d)
10.5 Tender Evaluation for Dales Park Netball Courts
Appendix 2, Tender Evaluation Matrix for Dales Park, Oakleigh South - Netball Court Construction
This appendix is confidential in accordance with the Local Government Act s89(2) as it relates to (s89 2d)

11.2 Quick Response Grants
Appendix 1, Quick Response Grants – Applicants’ debtor status - August 2017
This appendix is confidential in accordance with the Local Government Act s89(2) as it relates to (s89 2h)