

# Agenda

## Council Meeting

**Tuesday, 26th April 2022**

Commencing at 7.00pm

Council Chamber  
1230 Nepean Highway, Cheltenham

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

Peter Bean  
Chief Executive Officer  
Kingston City Council

**Notice** is given that a Meeting of Kingston City Council will be held at 7.00pm at Council Chamber, 1230 Nepean Highway, Cheltenham, on Tuesday, 26 April 2022.

**1. Apologies**

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

Minutes of Council Meeting 28 March 2022

**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**

Proposed Development - Christensen Street, Cheltenham

**5. Presentation of Awards**

Recognition of Natasha Drake (Chelsea SES)

**6. Reports from Delegates Appointed by Council to Various Organisations**

**7. Question Time**

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## **8. Planning and Place Reports**

26 April 2022

Agenda Item No: 8.1

## ENDEAVOUR COVE - PLANNING SCHEME AMENDMENT UPDATE

Contact Officer: Tanya Sokolowski, Principal Strategic Planner

### Purpose of Report

Following Council's resolution on 23 February 2022 to start a Planning Scheme Amendment process for interim and permanent planning controls for Endeavour Cove, advice received from Hall and Wilcox Solicitors has identified some wording within the proposed Comprehensive Development Plan (CDP) which requires amending.

This report provides an amended Comprehensive Development Plan which clarifies wording to ensure that building heights are expressed as a mandatory maximum, which is the intention of the new planning controls. Consequential changes are also required to the proposed new Schedule 1 of the Comprehensive Development Zone (CDZ1) to reference the amended date of the CDP.

### Disclosure of Officer / Contractor Conflict of Interest

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

### RECOMMENDATION

That Council:

1. Note the amended Comprehensive Development Plan (Appendix 1) and amended Schedule 1 of the Comprehensive Development Zone (Appendix 2).
2. Submit the amended Comprehensive Development Plan (Appendix 1) and amended Schedule 1 of the Comprehensive Development Zone (Appendix 2) to the Minister for Planning as part of Amendment C204 (interim control) and Amendment C205 (permanent control).

### 1. Executive Summary

Advice received from Hall & Wilcox has identified that wording within the proposed new Comprehensive Development Plan for Endeavour Cove should be updated to reflect the intended mandatory building heights for the precinct. The proposed CDP currently uses words such as 'preferred building height' or that development 'should' comply with the specified maximum building heights. This is inconsistent with Council's intention to continue to apply mandatory building heights within Endeavour Cove.

It is recommended that Council amend the CDP to remove any ambiguity around whether building heights are mandatory and make consequential changes to the Schedule 1 of the Comprehensive Development Zone – to reference the amended CDP date (March 2022).

## 2. Background

On 23 February 2022 Council resolved to:

1. *Note the feedback received through the community consultation process undertaken between 17 January 2022 and 14 February 2022 (Appendix 1).*
2. *Request the Minister for Planning to use his power under Section 20(4) of the Planning and Environment Act 1987 to prepare, adopt and approve Amendment C204king to the Kingston Planning Scheme, to apply an amended Schedule 1 to Clause 37.02 Comprehensive Development Zone (Appendix 2) and replace the existing Comprehensive Development Plan (Appendix 3).*
3. *Concurrently seek authorisation from the Minister for Planning to prepare Amendment C205king to permanently apply an amended Schedule 1 to Clause 37.02 Comprehensive Development Zone and replace the existing Comprehensive Development Plan and that once authorisation is received, prepare and exhibit the amendment.*

Following Council's resolution, Planning Scheme Amendments C204 and C205 were lodged with the Department of Environment, Land, Water and Planning (DELWP).

The version of the CDP that was put to Council included words that referred to building heights as 'preferred' or that development 'should' comply with building heights. This wording implies that the building heights are discretionary rather than the intended mandatory heights. The proposed Schedule 1 of the Comprehensive Development Zone refers to mandatory building heights, which is correct. To ensure that the two planning controls speak to each other, and that building heights are clearly indicated to be mandatory the CDP requires some amendments.

## 3. Discussion

### 3.1 Council Plan Alignment

Strategic Direction: Liveable - Our city will be a vibrant, enjoyable, and easy place to live.

Strategy: plan for changes in the population and the community's housing needs

A Planning Scheme Amendment is a necessary step in resolving deficiencies that have been identified in the current planning controls. An amended CDZ1 and CDP will assist in supporting future planning decisions that will be made in this precinct by providing clear guidance to decision makers.

### 3.2 Operation and Strategic Issues

#### Proposed Changes

The intention of the interim and permanent controls is to remove current ambiguities in Schedule 1 of the Comprehensive Development Zone (CDZ1) and the CDP – this follows advice received from Hall and Wilcox.

The intention of Council has been to continue to apply mandatory building heights in Endeavour Cove, however some of the wording in the proposed CDP could be interpreted as providing for discretionary building heights. It is recommended that this wording is updated to provide greater clarity and consistency with the proposed CDZ1. A minor update is recommended to the CDZ1 to refer to the amended date of the CDP – to be amended from 'December 2021' to 'March 2022'.

A version of the CDP is included Appendix 3 which highlights the wording which has been amended to remove any ambiguities regarding mandatory building heights.

#### 4. Conclusion

Progressing a Planning Scheme Amendment is a recommendation of the Hall and Wilcox review and will further assist decision making when applications are lodged in the future for Council consideration.

The recommended amendments to the CDP and consequential changes to the zone schedule are necessary to ensure that the two planning controls speak to each other and are clear in Council's intention to apply mandatory maximum building heights.

#### Appendices

Appendix 1 - Comprehensive Development Plan (Ref 22/85939) [↓](#)

Appendix 2 - Schedule 1 Comprehensive Development Zone (Ref 22/104079) [↓](#)

Appendix 3 - Marked up changes to the Comprehensive Development Plan (Ref 22/104138) [↓](#)

Author/s:	Tanya Sokolowski, Principal Strategic Planner
Reviewed and Approved By:	Rita Astill, Team Leader Strategic Planning Jonathan Guttmann, General Manager Planning and Place

# 8.1

## ENDEAVOUR COVE - PLANNING SCHEME AMENDMENT UPDATE

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## ENDEAVOUR COVE, PATTERSON LAKES

# COMPREHENSIVE DEVELOPMENT PLAN

Prepared by **Hansen Partnership**  
for **City of Kingston**

MARCH 2022



Urban Planning | Urban Design | Landscape Architecture



# ENDEAVOUR COVE COMPREHENSIVE DEVELOPMENT PLAN



Figure 1. Comprehensive Development Plan Map 1

Table 1: Preferred Future Character

Precinct ID	Preferred Future Character	Development Typology/Density
Precinct 1, Precinct 1A, Precinct 3, Precinct 3A, Precinct 4, Precinct 7	These areas are typified by fine grained residential allotments, or strata titled apartment units which are not anticipated to change considerably in the long terms.  Future development will continue to protect the low-rise residential character, responding to prevailing height, setback, subdivision pattern and massing arrangement.	Medium Density (Townhouses/ low rise apartments).
Precinct 2 & Precinct 6	Incremental level of change can be expected on larger non-residential sites which are currently occupied by boat storage, or car wash. These facilities support the marina-based precinct function and may continue to operate in the long term.  Future development will continue to support the marina-based mixed use destinations with opportunities to contribute positively to the public realm and the overall precinct image. On-going commercial operation will continue to minimise amenity impact onto existing and future residential precincts.	Commercial shed, or low rise commercial forms.
Precinct 5 and Precinct 8	Moderate level of change can be expected on vacant, non-residential sites, or existing commercial sites.  The precinct may evolve to support contemporary mid-rise commercial, retail, or mixed-use opportunities, creating a people-oriented and welcoming presentation to the Patterson Lakes precinct along its key approaches on McLeod Road/ Thompson Road, Pier One Drive and Inner Harbour Drive.  Future development will contribute to defining pedestrian desire line, minimising the dominance of car parking (whilst ensuring sufficient parking is provided) from the public realm with a considerable contribution to urban greening on public/private realm and common areas.  Developments will be carefully staged to secure long term amenity for residents, workers and visitors. Shared access to services, car parking and loading are encouraged to maximise active frontages and a general improvement to the precinct's vibrancy.  Importantly, future change in this precinct must demonstrate the appropriate level of infrastructure is provided.	Increased density (Separated street-wall based, mid-rise forms).



## ENDEAVOUR COVE COMPREHENSIVE DEVELOPMENT PLAN

**Table 2: Summary Recommendations**

Precincts ID	Predominant Land Use	Level of Anticipated Change	Anticipated Development Typology	Mandatory Maximum Building Height	Street Wall	Minimum Ground Level Setback	Minimum Upper Level Setback Above Street Wall	Primary Address	Vehicle Access
<b>Precinct 1</b>	Residential	Low	Setback and attached forms.	11.5m (3 storeys)	not applicable	Match adjoining, or Rescode Standard B17	not applicable	Pier One Drive North Shore Drive	Pier One Drive North Shore Drive
<b>Precinct 1a</b>	Residential	Low	(i.e. Townhouses)	11.5m (3 storeys)	not applicable	Match adjoining, or Rescode Standard B17	not applicable	North Shore Drive	North Shore Drive
<b>Precinct 2</b>	Commercial	Incremental	Setback and separated form.	19m (5 storeys) (matching existing ridge line)	not applicable	Retain existing	not applicable	Pier One Drive	Pier One Drive
<b>Precinct 3</b>	Residential	Low	Setback and attached forms.	9m (2 storeys)	not applicable	Match adjoining, or Rescode Standard B17	not applicable	Inner Harbour Drive	Inner Harbour Drive
<b>Precinct 3a</b>	Residential	Low	(i.e. Townhouses)	11.5m (3 storeys)	not applicable	Match adjoining, or Rescode Standard B17	not applicable	Scarborough Drive	Scarborough Drive
<b>Precinct 4</b>	Residential	Low	North: Setback and attached forms. South: Street wall based.	North: 15m (4 storeys)- matching existing building South: 11.5m (3 storeys)	North: not applicable South: 9m (2 storeys)	Match adjoining, or Rescode Standard B17	not applicable	Internal access	Internal access
<b>Precinct 5</b>	Commercial/ Residential	Moderate	Street wall based.	Site A & Site B: 16m (4 storeys)  Site C & Site D: 12m (3 storeys)	12m (3 storeys)	Pier One Drive: 3m McLeod Road: 4m Waterfront: 5m Site A Eastern Boundary: 5m	5m, or greater to maintain solar access of private open spaces (outside of precinct 5) and to avoid overshadowing of existing footpath on the west side of Pier One Drive and south side of McLeod Road between 10am to 2pm on 22 September.	Site A: McLeod Road Site B: Pier One Drive Site C: Pier One Drive Site D: Pier One Drive	Site A: Internal access (Via McLeod Road)  Site B, C, D: Internal access (Via Pier One Drive)
<b>Precinct 6</b>	Commercial	Incremental	Setback and separated form.	11.5m (3 storeys) (matching adjoining residential)	not applicable	Retain existing	not applicable	Marine Drive	Marine Drive
<b>Precinct 7</b>	Residential	Low	Setback and attached forms. (i.e. Townhouses)	North: 9m (2 storeys) South: 15m (4 storeys)- matching existing building	not applicable	Match adjoining, or Rescode Standard B17	not applicable	Inner Harbour Drive	Inner Harbour Drive
<b>Precinct 8</b>	Commercial	Moderate	Street wall based.	Site A: 20m (5 storeys) Site B: 16m (4 storeys)	12m (3 storeys), or 8m (2 storeys) along the eastern boundary.	Thompson Road: 0m Inner Harbour Drive: 3m Eastern Boundary: 5m Site B northern boundary: 5m	5m, or greater to maintain solar access of private open spaces to the east and to avoid overshadowing of existing footpath on the south side of Thompson Road between 10am to 2pm on 22 September.	Site A: Thompson Road Site B: Inner Harbour Drive	Site A: Internal access Site B: Inner Harbour Drive

## ENDEAVOUR COVE COMPREHENSIVE DEVELOPMENT PLAN

### PRECINCT FRAMEWORK: PRECINCT 5

#### Precinct Overview

Precinct 5 is sited at an important interface along McLeod Road and Pier One Drive and the Cove Hotel continues to play an important role in the precinct. The 6-storey Pier One Apartments building and the existing boat shed represent the tallest elements and dominate the precinct's skyline.

Future development will benefit from the exposure along McLeod Road by continuing to support a commercial presentation along the main road frontage. Future built forms will frame Pier One Drive, contributing to its activation, surveillance and substantially enhancing its pedestrian amenity. A continuous landscape buffer and the provision of communal open space will secure long term shared amenity on and off sites.

Vacant sites around the Cove Hotel are largely needed for parking at present while it continues operating.



Figure 2. Precinct 5 Framework Plan

4 Hansen Partnership Pty Ltd

#### Predominant Land Use

- Commercial
- Retail

#### Secondary Land Use

- Residential

#### Precinct Influence

- A precinct that defines the western entry into Endeavour Cove Precinct.
- Currently dominated by the 6-storey Pier One Apartment and the existing Boat Storage, contrasting the comprises predominantly low-rise forms.
- Existing ground level setback and existing building arrangements mean that the Pier One Drive and the existing Boat Storage are also visually dominant on the McLeod Road and Pier One Drive approaches.
- Multiple land titles but under a common ownership.
- Multiple shared access to at grade parking off Pier One Drive and McLeod Road.
- Absence of footpath along Pier One Drive.
- Pier One Drive is currently a car dominated access road with limited activation, surveillance and landscaping.

#### Key Precinct Objectives:

- Manage future precinct growth with the precinct's infrastructure capability.
- Transition down from the Pier One Apartment and the existing Boat Storage to established residential stock to the south, east and west.
- Plan for the creation of a series of contemporary marine-based, mixed-use developments.
- Support street oriented mid-rise development along Pier One Drive and McLeod Road.
- Improve pedestrian connection and amenity between Pier One Drive and Patterson River.
- Provide ground level activation and passive surveillance onto the public realm.
- Minimise amenity impact of development on Pier One Drive and adjoining residential precinct to the east.
- Orientate primary building addresses along Pier One Drive and McLeod Road.
- Encourage future development to adopt an integrated lighting strategy within the common areas, public realm and building facade to improve the precinct after-dark experience.
- Consolidate vehicle and service access by minimising vehicle crossover on Pier One Drive and McLeod Road.
- Ensure sufficient visitor parking is provided to support any change of use in absence of on-street parking.
- Maximise landscaping opportunities at the ground or upper levels, including canopy trees and rooftop gardens.
- Provide communal open spaces at ground level, or roof top.

#### Built Form, Envelopes & Heights Guidelines

- Ensure the consolidation and development of sites occur in a consolidated manner which do not create small, isolated holdings of land with restricted amenity and access.
- Maximum building height must be in accordance with Table 3.
- Street wall heights and minimum setbacks should be in accordance with Table 3.
- Built form will incorporate building separation and a well-articulated podium that is broken up with different design treatments to avoid the appearance of a continuous wall.
- Retain a strong street wall presentation.
- Ensure a high standard of amenity for future residents and neighbouring properties.
- Align built forms perpendicular to the waterfronts and McLeod Road to maximise outlook and daylight access.
- Provide a minimum 10m building separation.
- Promote greater activation of buildings at street level.
- Carefully manage the interim presentation of party walling.

#### Access & Movement Guidelines

- Orientate primary building entries along Pier One Drive or McLeod Road.
- Provide consolidated vehicle access off Pier One Drive to service Sites B, C and D.
- Facilitate relocation of existing vehicle crossover to achieve consolidated vehicle access off McLeod Road to service Sites A and B.
- Minimise the presence of car parking and servicing along Pier One Drive and McLeod Road.

#### Landscape & Environment Guidelines

- Maximum site coverage of 60% across Precinct 5.
- Provide a 3m ground level setback along Pier One Drive to implement a new footpath.
- Provide a 5m ground level setback along the waterfront to encourage activation.
- Retain existing canopy trees to provide for day one amenity.
- Site A: Provide a 5m ground level setback along the eastern boundary to support landscape buffer and canopy trees to its sensitive residential interface.

ENDEAVOUR COVE COMPREHENSIVE DEVELOPMENT PLAN

Table 3: Maximum Building Height and Street Wall Height for Precinct 5

SITE	Mandatory Maximum Building Height	Maximum Street Wall/ Podium Height	Minimum Ground Level Setback	Minimum Upper Level Setback	Guidelines
A	16m (4 storeys)	12m (3 storeys)	From the waterfront: 5m	5m	Avoid overshadowing of existing footpath on the south side of McLeod Road on 22 September between 10am to 2pm.  Avoid overshadowing of existing footpath on the west side of Pier One Drive on 22 September between 10am to 2pm.  Maintain solar access to private open space and communal open space (outside of Precinct 5) on 22 September between 10am to 2pm.  Daylight access to communal open space and dwellings within the lower levels within Precinct 5 should be taken into consideration.
B			From eastern boundary: 5m		
C	12m (3 storeys)	12m (3 storeys)	From Pier One Drive: 3m	5m	
D			From the waterfront: 5m		
			n/a	n/a	
			From Pier One Drive: 3m	n/a	

The building height has acknowledged the higher floor to floor heights to allow for other design elements usual to buildings (parapets, railings, etc.) based on 4m/ level

It is noted that higher numerical floor levels for mixed use development where reduced floor height requirement exist for residential use (typically measured at 3m- 3.2m/ level). The Guidelines has not precluded the opportunity for non-residential use to be accommodated within the upper levels (above ground level). It also has not precluded elevated ground floor requirement in response to flood levels.

COMPREHENSIVE DEVELOPMENT PLAN

PRECINCT FRAMEWORK: PRECINCT 8

Precinct Overview

Precinct 8 is sited at an important interface along Thompson Road and Inner Harbour Drive. Future development in this precinct will be influenced by its open setting and proximity to the Lakeview Shopping Centre (further east). While the car wash and petrol station contribute to the function of Endeavour Cove as a marine-based precinct, there remains opportunity for urban renewal in the medium to long terms.

Future development will benefit from the exposure along Thompson Road with opportunity to continue a commercial presentation along its main road frontage and improving pedestrian experience along Thompson Road and Inner Harbour Drive. A taller built form element at the south-western corner will assist with announcing the precinct entry, with buildings transitioning down along to its northern and eastern boundaries. Continuous landscape buffers and the provision of communal open space will secure long term shared amenity on and off sites.



Figure 3. Precinct 8 Framework Plan

Predominant Land Use

- Commercial

Secondary Land Use

- Residential
- Retail

Precinct Influence

- Currently comprises car wash and petrol station surrounded by low-rise residential precincts.
- A direct interface to Thompson Road and Inner Harbour Drive.
- A key entry into the Endeavour Cove Precinct.
- Vehicle access are provided via both street frontages.
- Absence of footpath along Inner Harbour Drive.
- A direct interface to established residential precinct to the north (2 to 4 storeys) and to the east (2 to 4 storeys).

Key Precinct Objectives:

- Manage future precinct growth with the precinct's infrastructure capability.
- Transition down to established residential stock to the north and east.
- Facilitate the creation of a contemporary marine-based mixed use development.
- Support street oriented mid-rise development along Thompson Road and Inner Harbour Drive.
- Provide ground level activation and passive surveillance onto the public realm.
- Minimise amenity impact of development on adjoining residential precincts to the north and east.
- Orientate primary building addresses to Thompson Road and Inner Harbour Drive.
- Ground level apartments should be provided with direct access from the public realm.
- Support a mid-block access road that is publicly accessible.
- Consolidate vehicle and service access by minimising vehicle crossover on Thompson Road.
- Maximise landscaping opportunity, including canopy trees.
- Provide communal open spaces at ground level, or roof top.

Built Form, Envelopes & Heights Guidelines

- Ensure the consolidation and development of sites occur in a progressive manner and does not result in the creation of small, isolated holdings of land with restricted amenity and access.
- Maximum building height must be in accordance with Table 4.
- Street wall heights and minimum setbacks should be in accordance with Table 4.
- Built form will incorporate building separation and well articulated podium that is broken up with different design treatments to avoid the appearance of a continuous wall.
- Retain a visually dominant street wall presentation.
- Ensure a high standard of amenity for future residents and neighbouring properties.
- Align built forms to maximise northern outlook and daylight access.
- Provide a minimum 10m building separation.
- Promote greater activation of buildings at street level.
- Carefully manage the interim presentation of party wall.

Access & Movement Guidelines

- Orientate primary building entries along Thompson Road, Inner Harbour Drive and Future Access Road.
- Ensure future Access Road is designed as a shared zone, framed by active frontages, or building entries and accessible to the public.
- Provide a consolidated vehicle access off Inner Harbour Drive for Site B and a consolidated vehicle access via a new shared access road for Site A.
- Minimise the presence of car parking / boat trailer parking (where appropriate) and servicing along Inner Harbour Drive and future Access Road.

Landscape & Environment Guidelines

- Maximum site coverage of 60% across Precinct 8 (excluding Inner Harbour Drive).
- Provide a 3m ground level setback along Inner Harbour Drive for footpath.
- Provide a 5m ground level setback along the northern and eastern boundaries to support landscape buffer and canopy trees along sensitive residential interface.
- Retain existing canopy trees to provide for day one amenity.
- Support the provision for iconic trees along Inner Harbour Drive.

## COMPREHENSIVE DEVELOPMENT PLAN

**Table 4: Maximum Building Height and Street Wall Height for Precinct 8**

SITE	Mandatory Maximum Building Height	Maximum Street Wall/ Podium Height	Minimum Ground Level Setback	Minimum Upper Level Setback	Guidelines
<b>A</b>	20m (5 storeys)	12m (3 storeys), or 8m (2 storeys) along the eastern boundary.	From northern boundary: 5m for shared street contribution.  From eastern boundary: 5m for landscape buffer.  From the western boundary: 3m for footpath.  From Thompson Road: 0m	5m	Avoid overshadowing of the central median along Inner Harbour Drive on 22 September between 10am to 2pm.  Avoid overshadowing of existing footpath on the south side of Thompson Road on 22 September between 10am to 2pm.  Maintain solar access to private open space and communal open space (outside of Precinct 8) on 22 September between 10am to 2pm.  Daylight access to communal open space and dwellings within the lower levels should be taken into consideration.
<b>B</b>	16m (4 storeys)	12m (3 storeys), or 8m (2 storeys) along the eastern boundary.	From the northern and eastern boundaries: 5m for landscape buffer.  From the western boundary: 3m for footpath.  From southern boundary: 5m for shared street contribution.	5m	

*The building height has acknowledged the higher floor to floor heights to allow for other design elements usual to buildings (parapets, railings, etc.) based on 4m/ level*

*It is noted that higher numerical floor levels for mixed use development where reduced floor height requirement exist for residential use (typically measured at 3m- 3.2m/ level). The Guidelines has not precluded the opportunity for non-residential use to be accommodated within the upper levels (above ground level). It also has not precluded elevated ground floor requirement in response to flood levels.*



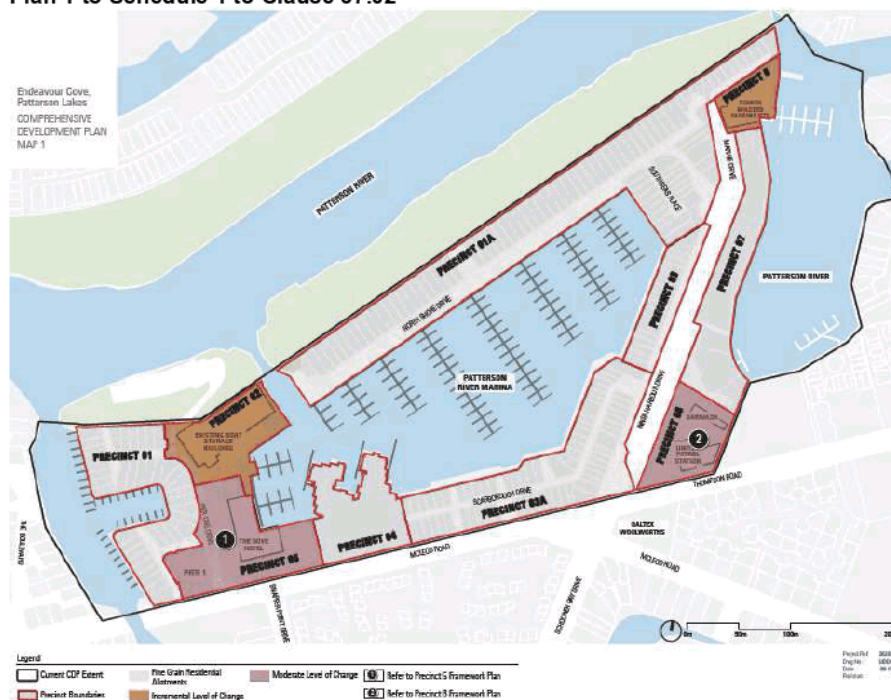




## KINGSTON PLANNING SCHEME

DATE  
CXXXking**SCHEDULE 1 TO CLAUSE 37.02 COMPREHENSIVE DEVELOPMENT ZONE**Shown on the planning scheme map as **CDZ1****ENDEAVOUR COVE COMPREHENSIVE DEVELOPMENT PLAN****Land**

This schedule applies to the land defined by the “Endeavour Cove Comprehensive Development Plan (March 2022)” as incorporated into this scheme. The land is shown on the planning scheme maps as CDZ1.

**Plan 1 to Schedule 1 to Clause 37.02****Purpose**

- To encourage the development of land south of the Patterson River and north of McLeod Road, Patterson Lakes as a marina-based mixed use area.
- To assist the coordinated development of the land for marina facilities, boat storage, boat servicing and accommodation, tourism, office, entertainment, retailing and associated uses.
- To ensure that the combination of uses, their overall density and the scale, character and level of development are compatible with:
  - The amenity of the surrounding area and the nature of the surrounding uses.
  - The skyline as seen from and along the Patterson River, the river's general environs, and McLeod Road.
  - The capacity of the existing road system and any proposed modifications to accommodate an increase in traffic.
  - The capacity of existing essential services and any proposed modifications.
  - The health and safety of nearby residential areas, contribute to a high standard of urban and landscape design and are intended to serve people who are using the marina-based or recreation-related uses or who work or live in the zone.

## KINGSTON PLANNING SCHEME

- To ensure retailing in the zone complements the Patterson Lakes Shopping Centre, servicing the existing and future residents in the surrounding area.
- To encourage a high standard of urban design and establish a distinctive identity.

## 1.0

## Table of uses

DATE  
CXXXXking

## Section 1 - Permit not required

Use	Condition
<b>Accommodation (other than Corrective Institution, Residential hotel, and Residential aged care facility)</b>	Within Precinct 1 car parking for a Dwelling must be provided at the ratio of at least 2 covered spaces and 1 visitor space to each dwelling.
<b>Art Gallery</b>	Must be in Precinct 5 or 8.
<b>Boat and caravan storage</b>	Must not be located within Precincts 1, 1A, 3, 3A, 4, or 7.
<b>Home based business</b>	
<b>Informal outdoor recreation</b>	
<b>Motor vehicle, boat, or caravan sales (other than Car sales)</b>	Must not be located within Precincts 1, 1A, 3, 3A, 4, or 7. Car parking must be provided at the ratio of at least 4 spaces to each 100 square metres of leasable floor area and 0.1 space for each boat displayed for sale in Endeavour Cove Marina or on open land.
<b>Office (other than Medical Centre)</b>	Must not be located within Precincts 1, 1A, 3, 3A, 4, or 7.
<b>Recreational boat facility</b>	Must not be located within Precincts 1, 1A, 3, 3A, 4, or 7. Car parking must be provided at the ratio of at least 0.6 space to each wet berth, 0.2 space to each boat space in dry stack storage or on a trailer and 0.5 space to each Marina employee.
<b>Restaurant</b>	Must not be located within Precincts 1, 1A, 3, 3A, 4, or 7.
<b>Shop</b>	Must not be located within Precincts 1, 1A, 3, 3A, 4, or 7.
<b>Any use listed in Clause 62.01</b>	Must meet the requirements of Clause 62.01.

## Section 2 - Permit required

Use	Condition
<b>Industry (other than Materials recycling, and Motor repairs)</b>	Must not be located within Precincts 1, 1A, 3, 3A, 4, and 7.  Must not be a purpose shown with a Note 1 or Note 2 in the table to Clause 53.10. The land must be at least the following distances from land (not a road) which is in a residential zone or Business 5 Zone, land used for a hospital or school or land in a Public Acquisition Overlay to be acquired for a hospital or school: <ul style="list-style-type: none"> <li>- The threshold distance, for a purpose listed in the table to Clause 53.10.</li> <li>- 30 metres, for a purpose not listed in the table to Clause 53.10</li> </ul>



## KINGSTON PLANNING SCHEME

Use	Condition
Motor Repairs	Must not be located within Precincts 1,1A,3,3A,4, or 7.
Residential hotel	Must not be located within Precincts 1,1A,3,3A,4, or 7. Car parking for a Residential hotel must be provided at the ratio of at least 0.6 space to each accommodation unit, 0.5 space to each seat in the dining room, 0.3 space to each seat in the convention or meeting room and 0.25 space to each square of lounge.
Retail premises (other than Motor vehicle, boat, or caravan sales, Restaurant, and Shop)	Must not be located within Precincts 1,1A,3,3A,4, or 7.
Service station	Must be located within Precinct 8.
Warehouse (other than Boat and caravan storage, Freezing and cool storage, Fuel depot, Mail centre, and Milk depot)	Must not be located within Precincts 1,1A,3,3A,4, or 7.
Any other use not in Section 1 or 3	

## Section 3 - Prohibited

Use
Adult sex product shop
Animal husbandry (other than Apiculture)
Brothel
Car sales
Cemetery
Corrective institution
Crematorium
Extractive industry
Freezing and cool storage
Fuel depot
Materials recycling
Milk depot
Motor racing track

## 2.0

## Use of land

DATE  
CXXXking

## Requirements

The use of land must be generally in accordance with the *Endeavour Cove Comprehensive Development Plan (March 2022)*.

## Application requirements

The following application requirements apply to an application for a permit under Clause 37.02, in addition to those specified in Clause 37.02 and elsewhere in the scheme and must accompany an application, as appropriate, to the satisfaction of the responsible authority:

- The purpose of the use and the types of activities which will be carried out.
- The likely effects, if any, on adjoining land, including noise levels, the hours of delivery and dispatch of goods and materials, hours of operation and light spill, solar access and glare.
- The means of maintaining land not required for immediate use.

**KINGSTON PLANNING SCHEME**

- If an application seeks to apply lesser rates than specified in the table of uses, a Car Parking Demand Assessment in accordance with Clause 52.06-7.

**Decision guidelines**

The following decision guidelines apply to an application for a permit under Clause 37.02, in addition to those specified in Clause 37.02 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:

- The effect that existing uses may have on the proposed use.
- The impact of traffic generated by the proposal and whether it is likely to require special traffic management or control works in the neighbourhood.
- The interim use of those parts of the land not required for the proposed use.
- The appropriateness of providing required car parking spaces within the riverbank car park.

**3.0****Subdivision**

DATE  
CXXXking

**Decision guidelines**

The following decision guidelines apply to an application for a permit under Clause 37.02, in addition to those specified in Clause 37.02 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:

- The interface with adjoining zones, especially the relationship with residential areas.
- The effect the subdivision will have on the potential of the area to accommodate the uses which will maintain or enhance its competitive strengths.

**4.0****Buildings and works**

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**Requirements**

No permit is required to construct a building or construct or carry out works for the following:

- The construction or extension of one dwelling on a lot with an area of 300 square metres or more.
- The construction or carrying out works normal to a dwelling.
- Construction or extension of an out-building (other than a garage or carport) on a lot provided the gross floor area of the out-building does not exceed 10 square metres and the maximum building height is not more than 3 metres above ground level.
- The installation of an automatic teller machine.
- An alteration to an existing building facade provided:
  - The alteration does not include the installation of an external roller shutter.
  - At least 80 per cent of the building facade at ground floor level is maintained as an entry or window with clear glazing.
  - An awning that projects over a road if it is authorised by the relevant public land manager.

The following requirements apply to an application to construct a building or construct or carry out works:

- A permit cannot be granted to exceed the mandatory maximum height specified for a Precinct as shown on the Endeavour Cove Comprehensive Development Plan (March 2022).
- Other than jetties and moorings, a permit cannot be granted to construct buildings and works outside the precinct boundaries shown on the Endeavour Cove Comprehensive Development Plan (March 2022).
- If the land is in a Special Building Overlay, Land Subject to Inundation Overlay or is land liable to inundation the maximum building height specified in the zone or schedule to the zone is the vertical distance from the minimum floor level determined by the relevant drainage authority or floodplain management authority to the roof or parapet at any point.
- The development of land for the following must meet the requirements of Clause 55. This does not apply to a development of five or more storeys, excluding a basement:

**KINGSTON PLANNING SCHEME**

- A dwelling if there is at least one dwelling existing on the lot
- Two or more dwellings on a lot
- A dwelling or extension of a dwelling if it is on common property
- A residential building or extension of a residential building
- The development of one dwelling on a lot less than 300 square metres must meet the requirements of Clause 54.
- The maximum building height and maximum number of storeys requirements in this schedule apply whether or not a planning permit is required for the construction of a building.

**Application requirements**

The following application requirements apply to an application for a permit under Clause 37.02, in addition to those specified in Clause 37.02 and elsewhere in the scheme and must accompany an application, as appropriate, to the satisfaction of the responsible authority:

- Plans drawn to scale and dimensioned which show:
  - The boundaries and dimensions of the site.
  - Adjoining roads.
  - The location, height and use of buildings and works on adjoining land.
  - Levels of the site and the difference in levels between the site and surrounding properties to a defined point at the site boundaries or to Australian Height Datum (AHD).
  - Any contaminated soils and filled areas, where known.
  - The layout of existing and proposed buildings and works.
  - The internal layout and use of the proposed development.
  - All access and pedestrian areas.
  - All driveway, car parking and loading areas.
  - Existing vegetation and proposed landscape areas.
  - All external storage and waste treatment areas.
  - The location of easements and services
- Elevation plans drawn to scale and dimensioned which show:
  - The building form and scale.
  - Setbacks to property boundaries.
  - Finished floor levels and building heights to a defined point at the site boundaries or to Australian Height Datum (AHD).
- A schedule of finishes for the proposed development detailing materials and colours of external surfaces including walls, roofs and fences.
- A landscape plan which includes the description of vegetation to be planted, the surfaces to be constructed, site works specification and method of preparing, draining, watering and maintaining the landscape area. Construction details of all drainage works, driveways, vehicle parking and loading areas.
- A Traffic Impact Assessment Report.

**Decision guidelines**

The following decision guidelines apply to an application for a permit under Clause 37.02, in addition to those specified in Clause 37.02 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:

- The Endeavour Cove Comprehensive Development Plan (March 2022) and Precinct Guidelines in Clause 5 of this Schedule.
- The effects of future sea level rises, based on a projected sea level rise of 30cm to 2040.
- Points of access to and from the land and whether they are suitably located.
- The layout of car parking areas and associated accessways.

### KINGSTON PLANNING SCHEME

- The impact of traffic generated by the proposal and whether it is likely to require special traffic management or control works in the neighbourhood.
- The visual impact of the proposed development when seen from and along the Patterson River and the river's general environs and from McLeod Road.
- The shadows cast by buildings in the zone exceeding two storeys between 11.00am and 2.00pm on 22 June.
- The opportunity to provide additional landscaping within the riverbank carpark, and enhancements to increase the amenity and useability of this public open space area.
- The streetscape, including the provision of pedestrian footpaths, active frontages to pedestrian areas, the treatment to the fronts and backs of buildings and their appurtenances, illumination of buildings or their immediate spaces and the landscaping of land adjoining a road.
- The wind conditions in pedestrian areas.

#### 5.0

##### Precinct Guidelines

##### Precincts 1, 1A, 3, 3A, 4, and 7

A low level of change will be accommodated within these precincts, which are typified by fine grained residential allotments and strata titled apartments.

The preferred neighbourhood character for this precinct will see development maintain the existing low-rise residential character, responding to the prevailing height, setbacks, subdivision pattern and massing arrangement of existing medium density development.

Maximum building heights, and expectations in relation to setbacks, primary street address, and vehicle access are set out in the Endeavour Cove Comprehensive Development Plan, (March 2022).

##### Precincts 2 and 6

An incremental level of change will be accommodated within these precincts, including larger non-residential sites which are currently occupied by boat storage facilities, and boat sales and boat repairs businesses. These facilities support the marina-based precinct function and may continue to operate in the long term.

The preferred neighbourhood character for this precinct will see development continue to support the marine-based uses, with opportunities to contribute positively to the public realm and the overall precinct image. On-going commercial operations will continue to minimise amenity impacts on residential precincts.

Maximum building heights, and expectations in relation to setbacks, primary street address, and vehicle access are set out in Endeavour Cove Comprehensive Development Plan, (March 2022).

##### Precincts 5 and 8

Precincts 5 and 8 will accommodate a moderate level of change, evolving to support contemporary mid-rise commercial, retail and mixed use opportunities, creating a people-oriented and welcoming presentation to the Patterson Lakes precinct along its key approaches on McLeod Road/ Thompson Road, Pier One Drive and Inner Harbour Drive.

The preferred neighbourhood character for this precinct will see development contribute to defining pedestrian desire lines and minimising the dominance of car parking from the public realm with a considerable contribution to urban greening on public/private realm and common areas. Development will be carefully staged to secure long term amenity for residents, workers and visitors. Shared access to services, car parking and loading is encouraged to maximise active frontages and a general improvement to precinct vibrancy.

The Endeavour Cove Comprehensive Development Plan, (March 2022) includes Precinct Framework Plans for Precincts 5 and 8, specifying maximum building heights, and outlining key precinct objectives, and guidelines in relation to built form, envelopes, access and movement, and landscape and environment.

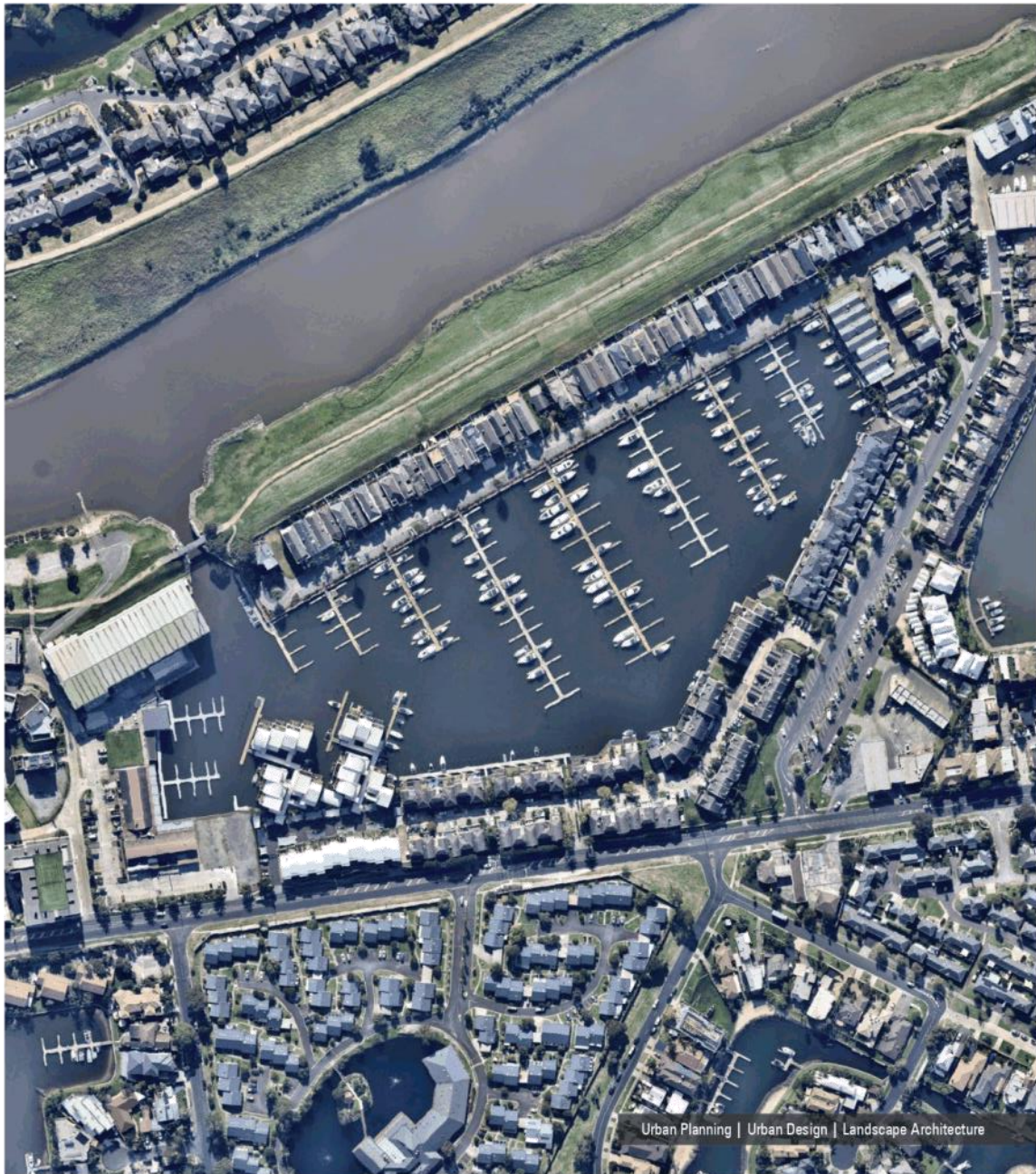
#### 6.0

##### Signs

DATE  
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None specified.





## ENDEAVOUR COVE, PATTERSON LAKES

# COMPREHENSIVE DEVELOPMENT PLAN

Prepared by **Hansen Partnership**  
for **City of Kingston**

December 2021 Update date

COMPREHENSIVE DEVELOPMENT PLAN

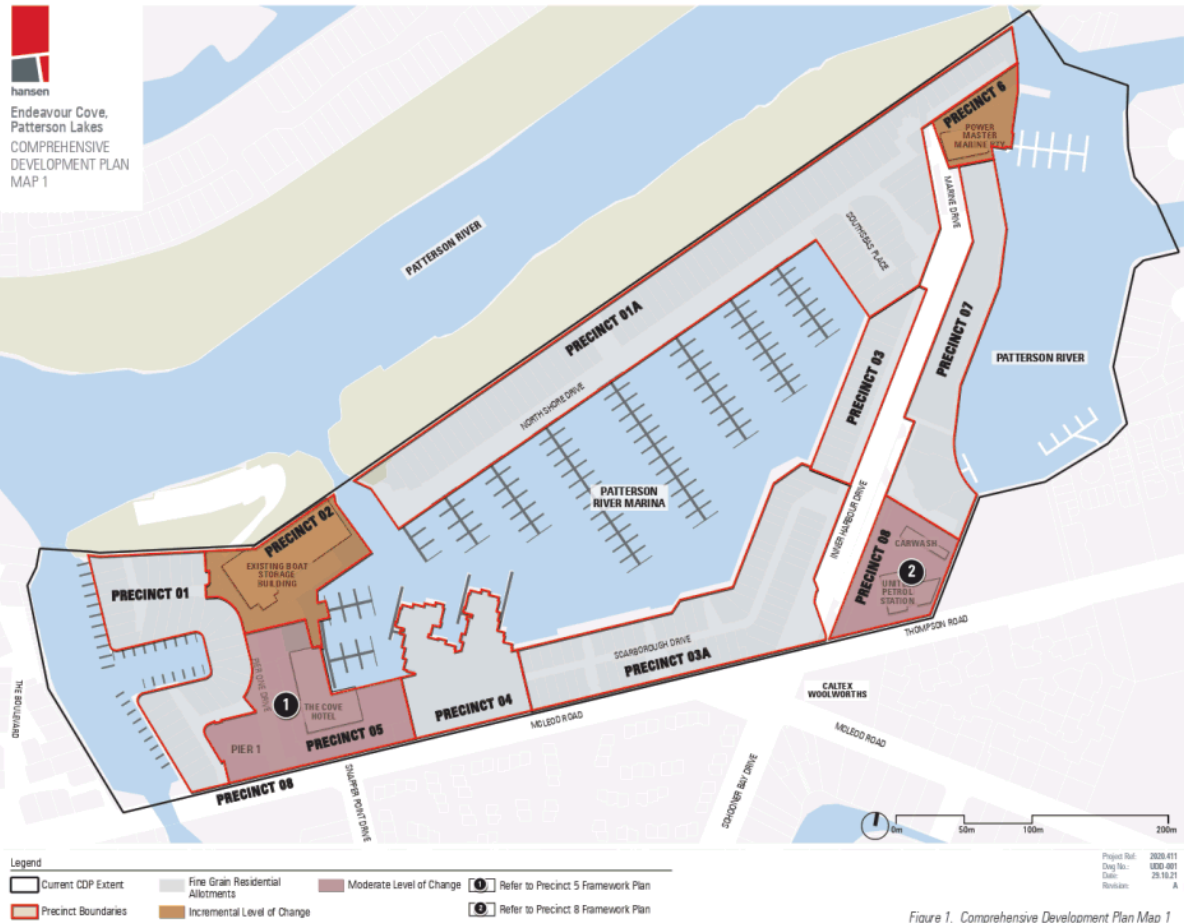


Figure 1. Comprehensive Development Plan Map 1

Table 1: Preferred Future Character

Precinct ID	Preferred Future Character	Development Typology/ Density
Precinct 1, Precinct 1A, Precinct 3, Precinct 3A, Precinct 4, Precinct 7	These areas are typified by fine grained residential allotments, or strata titled apartment units which are not anticipated to change considerably in the long terms.  Future development will continue to protect the low-rise residential character, responding to prevailing height, setback, subdivision pattern and massing arrangement.	Medium Density (Townhouses/ low rise apartments).
Precinct 2 & Precinct 6	Incremental level of change can be expected on larger non-residential sites which are currently occupied by boat storage, or car wash. These facilities support the marina-based precinct function and may continue to operate in the long term.  Future development will continue to support the marina-based mixed use destinations with opportunities to contribute positively to the public realm and the overall precinct image. On-going commercial operation will continue to minimise amenity impact onto existing and future residential precincts.	Commercial shed, or low rise commercial forms.
Precinct 5 and Precinct 8	Moderate level of change can be expected on vacant, non-residential sites, or existing commercial sites.  The precinct may evolve to support contemporary mid-rise commercial, retail, or mixed-use opportunities, creating a people-oriented and welcoming presentation to the Patterson Lakes precinct along its key approaches on McLeod Road/ Thompson Road, Pier One Drive and Inner Harbour Drive.  Future development will contribute to defining pedestrian desire line, minimising the dominance of car parking (whilst ensuring sufficient parking is provided) from the public realm with a considerable contribution to urban greening on public/private realm and common areas.  Developments will be carefully staged to secure long term amenity for residents, workers and visitors. Shared access to services, car parking and loading are encouraged to maximise active frontages and a general improvement to the precinct's vibrancy.  Importantly, future change in this precinct must demonstrate the appropriate level of infrastructure is provided.	Increased density (Separated street-wall based, mid-rise forms).



## COMPREHENSIVE DEVELOPMENT PLAN

**Table 2: Summary Recommendations**

Update column heading -  
'Mandatory maximum building  
heights'

Precincts ID	Predominant Land Use	Level of Anticipated Change	Anticipated Development Typology	Maximum Building Heights	Street Wall	Minimum Ground Level Setback	Minimum Upper Level Setback Above Street Wall	Primary Address	Vehicle Access
<b>Precinct 1</b>	Residential	Low	Setback and attached forms.	11.5m (3 storeys)	not applicable	Match adjoining, or Rescode Standard B17	not applicable	Pier One Drive North Shore Drive	Pier One Drive North Shore Drive
<b>Precinct 1a</b>	Residential	Low	(i.e. Townhouses)	11.5m (3 storeys)	not applicable	Match adjoining, or Rescode Standard B17	not applicable	North Shore Drive	North Shore Drive
<b>Precinct 2</b>	Commercial	Incremental	Setback and separated form.	19m (5 storeys) (matching existing ridge line)	not applicable	Retain existing	not applicable	Pier One Drive	Pier One Drive
<b>Precinct 3</b>	Residential	Low	Setback and attached forms.	9m (2 storeys)	not applicable	Match adjoining, or Rescode Standard B17	not applicable	Inner Harbour Drive	Inner Harbour Drive
<b>Precinct 3a</b>	Residential	Low	(i.e. Townhouses)	11.5m (3 storeys)	not applicable	Match adjoining, or Rescode Standard B17	not applicable	Scarborough Drive	Scarborough Drive
<b>Precinct 4</b>	Residential	Low	North: Setback and attached forms. South: Street wall based.	North: 15m (4 storeys)- matching existing building South: 11.5m (3 storeys)	North: not applicable South: 9m (2 storeys)	Match adjoining, or Rescode Standard B17	not applicable	Internal access	Internal access
<b>Precinct 5</b>	Commercial/ Residential	Moderate	Street wall based.	Site A & Site B: 16m (4 storeys)  Site C & Site D: 12m (3 storeys)	12m (3 storeys)	Pier One Drive: 3m McLeod Road: 4m Waterfront: 5m Site A Eastern Boundary: 5m	5m, or greater to maintain solar access of private open spaces (outside of precinct 5) and to avoid overshadowing of existing footpath on the west side of Pier One Drive and south side of McLeod Road between 10am to 2pm on 22 September.	Site A: McLeod Road Site B: Pier One Drive Site C: Pier One Drive Site D: Pier One Drive	Site A: Internal access (Via McLeod Road)  Site B, C, D: Internal access (Via Pier One Drive)
<b>Precinct 6</b>	Commercial	Incremental	Setback and separated form.	11.5m (3 storeys) (matching adjoining residential)	not applicable	Retain existing	not applicable	Marine Drive	Marine Drive
<b>Precinct 7</b>	Residential	Low	Setback and attached forms. (i.e. Townhouses)	North: 9m (2 storeys) South: 15m (4 storeys)- matching existing building	not applicable	Match adjoining, or Rescode Standard B17	not applicable	Inner Harbour Drive	Inner Harbour Drive
<b>Precinct 8</b>	Commercial	Moderate	Street wall based.	Site A: 20m (5 storeys) Site B: 16m (4 storeys)	12m (3 storeys), or 8m (2 storeys) along the eastern boundary.	Thompson Road: 0m Inner Harbour Drive: 3m Eastern Boundary: 5m Site B northern boundary: 5m	5m, or greater to maintain solar access of private open spaces to the east and to avoid overshadowing of existing footpath on the south side of Thompson Road between 10am to 2pm on 22 September.	Site A: Thompson Road Site B: Inner Harbour Drive	Site A: Internal access Site B: Inner Harbour Drive

## COMPREHENSIVE DEVELOPMENT PLAN

### PRECINCT FRAMEWORK: PRECINCT 5

#### Precinct Overview

Precinct 5 is sited at an important interface along McLeod Road and Pier One Drive and the Cove Hotel continues to play an important role in the precinct. The 6-storey Pier One Apartments building and the existing boat shed represent the tallest elements and dominate the precinct's skyline.

Future development will benefit from the exposure along McLeod Road by continuing to support a commercial presentation along the main road frontage. Future built forms will frame Pier One Drive, contributing to its activation, surveillance and substantially enhancing its pedestrian amenity. A continuous landscape buffer and the provision of communal open space will secure long term shared amenity on and off sites.

Vacant sites around the Cove Hotel are largely needed for parking at present while it continues operating.



Figure 2. Precinct 5 Framework Plan

#### Predominant Land Use

- Commercial
- Retail

#### Secondary Land Use

- Residential

#### Precinct Influence

- A precinct that defines the western entry into Endeavour Cove Precinct.
- Currently dominated by the 6-storey Pier One Apartment and the existing Boat Storage, contrasting the comprises predominantly low-rise forms.
- Existing ground level setback and existing building arrangements mean that the Pier One Drive and the existing Boat Storage are also visually dominant on the McLeod Road and Pier One Drive approaches.
- Multiple land titles but under a common ownership.
- Multiple shared access to at grade parking off Pier One Drive and McLeod Road.
- Absence of footpath along Pier One Drive.
- Pier One Drive is currently a car dominated access road with limited activation, surveillance and landscaping.

#### Key Precinct Objectives:

- Manage future precinct growth with the precinct's infrastructure capability.
- Transition down from the Pier One Apartment and the existing Boat Storage to established residential stock to the south, east and west.
- Plan for the creation of a series of contemporary marine-based, mixed-use developments.
- Support street oriented mid-rise development along Pier One Drive and McLeod Road.
- Improve pedestrian connection and amenity between Pier One Drive and Patterson River.
- Provide ground level activation and passive surveillance onto the public realm.
- Minimise amenity impact of development on Pier One Drive and adjoining residential precinct to the east.
- Orientate primary building addresses along Pier One Drive and McLeod Road.
- Encourage future development to adopt an integrated lighting strategy within the common areas, public realm and building facade to improve the precinct after-dark experience.
- Consolidate vehicle and service access by minimising vehicle crossover on Pier One Drive and McLeod Road.
- Ensure sufficient visitor parking is provided to support any change of use in absence of on-street parking.
- Maximise landscaping opportunities at the ground or upper levels, including canopy trees and rooftop gardens.
- Provide communal open spaces at ground level, or roof top.

second dot point to be updated and split into two - make one dot point to refer to 'Maximum building height must be in accordance with Table 3'

#### Built Form, Envelopes & Heights Guidelines

- Ensure the consolidation and development of sites occur in a consolidated manner which do not create small, isolated holdings of land with restricted amenity and access.
- Maximum building height, street wall heights and minimum setbacks should be in accordance with Table 6, correct table number
- Built form will incorporate building separation and a well-articulated podium that is broken up with different design treatments to avoid the appearance of a continuous wall.
- Retain a strong street wall presentation.
- Ensure a high standard of amenity for future residents and neighbouring properties.
- Align built forms perpendicular to the waterfronts and McLeod Road to maximise outlook and daylight access.
- Provide a minimum 10m building separation.
- Promote greater activation of buildings at street level.
- Carefully manage the interim presentation of party walling.

#### Access & Movement Guidelines

- Orientate primary building entries along Pier One Drive or McLeod Road.
- Provide consolidated vehicle access off Pier One Drive to service Sites B, C and D.
- Facilitate relocation of existing vehicle crossover to achieve consolidated vehicle access off McLeod Road to service Sites A and B.
- Minimise the presence of car parking and servicing along Pier One Drive and McLeod Road.

#### Landscape & Environment Guidelines

- Maximum site coverage of 60% across Precinct 5.
- Provide a 3m ground level setback along Pier One Drive to implement a new footpath.
- Provide a 5m ground level setback along the waterfront to encourage activation.
- Retain existing canopy trees to provide for day one amenity.
- Site A: Provide a 5m ground level setback along the eastern boundary to support landscape buffer and canopy trees to its sensitive residential interface.



COMPREHENSIVE DEVELOPMENT PLAN

**Table 3: Maximum Building Height and Street Wall Height for Precinct 5**  
Amend column heading to 'Mandatory maximum building height'

SITE	Maximum Building Height (2021 CDP)	Maximum Street Wall/ Podium Height	Minimum Ground Level Setback	Minimum Upper Level Setback	Guidelines
A	16m (4 storeys)	12m (3 storeys)	From the waterfront: 5m	5m	Avoid overshadowing of existing footpath on the south side of McLeod Road on 22 September between 10am to 2pm.  Avoid overshadowing of existing footpath on the west side of Pier One Drive on 22 September between 10am to 2pm.  Maintain solar access to private open space and communal open space (outside of Precinct 5) on 22 September between 10am to 2pm.
B			From eastern boundary: 5m		
C	12m (3 storeys)	12m (3 storeys)	From Pier One Drive: 3m	5m	Daylight access to communal open space and dwellings within the lower levels within Precinct 5 should be taken into consideration.
D			From the waterfront: 5m		
			n/a	n/a	
			From Pier One Drive: 3m	n/a	

The preferred building height has acknowledged the higher floor to floor heights to allow for other design elements usual to buildings (parapets, railings, etc.) based on 4m/ level

It is noted that higher numerical floor levels for mixed use development where reduced floor height requirement exist for residential use (typically measured at 3m- 3.2m/ level). The Guidelines has not precluded the opportunity for non-residential use to be accommodated within the upper levels (above ground level). It also has not precluded elevated ground floor requirement in response to flood levels.

Delete 'preferred'

## COMPREHENSIVE DEVELOPMENT PLAN

### PRECINCT FRAMEWORK: PRECINCT 8

#### Precinct Overview

Precinct 8 is sited at an important interface along Thompson Road and Inner Harbour Drive. Future development in this precinct will be influenced by its open setting and proximity to the Lakeview Shopping Centre (further east). While the car wash and petrol station contribute to the function of Endeavour Cove as a marine-based precinct, there remains opportunity for urban renewal in the medium to long terms.

Future development will benefit from the exposure along Thompson Road with opportunity to continue a commercial presentation along its main road frontage and improving pedestrian experience along Thompson Road and Inner Harbour Drive. A taller built form element at the south-western corner will assist with announcing the precinct entry, with buildings transitioning down along to its northern and eastern boundaries. Continuous landscape buffers and the provision of communal open space will secure long term shared amenity on and off sites.



Figure 3. Precinct 8 Framework Plan

#### Predominant Land Use

- Commercial

#### Secondary Land Use

- Residential
- Retail

#### Precinct Influence

- Currently comprises car wash and petrol station surrounded by low-rise residential precincts.
- A direct interface to Thompson Road and Inner Harbour Drive.
- A key entry into the Endeavour Cove Precinct.
- Vehicle access are provided via both street frontages.
- Absence of footpath along Inner Harbour Drive.
- A direct interface to established residential precinct to the north (2 to 4 storeys) and to the east (2 to 4 storeys).

#### Key Precinct Objectives:

- Manage future precinct growth with the precinct's infrastructure capability.
- Transition down to established residential stock to the north and east.
- Facilitate the creation of a contemporary marine-based mixed use development.
- Support street oriented mid-rise development along Thompson Road and Inner Harbour Drive.
- Provide ground level activation and passive surveillance onto the public realm.
- Minimise amenity impact of development on adjoining residential precincts to the north and east.
- Orientate primary building addresses to Thompson Road and Inner Harbour Drive.
- Ground level apartments should be provided with direct access from the public realm.
- Support a mid-block access road that is publicly accessible.
- Consolidate vehicle and service access by minimising vehicle crossover on Thompson Road.
- Maximise landscaping opportunity, including canopy trees.
- Provide communal open spaces at ground level, or roof top.

same changes required to dot point #2 as for precinct 5

#### Built Form, Envelopes & Heights Guidelines

- Ensure the consolidation and development of sites occur in a progressive manner and does not result in the creation of small, isolated holdings of land with restricted amenity and access.
- Maximum building, street wall heights and minimum setbacks should be in accordance with Table 16, table 4
- Built form will incorporate building separation and well articulated podium that is broken up with different design treatments to avoid the appearance of a continuous wall.
- Retain a visually dominant street wall presentation.
- Ensure a high standard of amenity for future residents and neighbouring properties.
- Align built forms to maximise northern outlook and daylight access.
- Provide a minimum 10m building separation.
- Promote greater activation of buildings at street level.
- Carefully manage the interim presentation of party wall.

#### Access & Movement Guidelines

- Orientate primary building entries along Thompson Road, Inner Harbour Drive and Future Access Road.
- Ensure future Access Road is designed as a shared zone, framed by active frontages, or building entries and accessible to the public.
- Provide a consolidated vehicle access off Inner Harbour Drive for Site B and a consolidated vehicle access via a new shared access road for Site A.
- Minimise the presence of car parking / boat trailer parking (where appropriate) and servicing along Inner Harbour Drive and future Access Road.

#### Landscape & Environment Guidelines

- Maximum site coverage of 60% across Precinct 8 (excluding Inner Harbour Drive).
- Provide a 3m ground level setback along Inner Harbour Drive for footpath.
- Provide a 5m ground level setback along the northern and eastern boundaries to support landscape buffer and canopy trees along sensitive residential interface.
- Retain existing canopy trees to provide for day one amenity.
- Support the provision for iconic trees along Inner Harbour Drive.

COMPREHENSIVE DEVELOPMENT PLAN

Amend column heading to 'Mandatory maximum building height'

Table 4: Maximum Building Height and Street Wall Height for Precinct 8

SITE	Maximum Building Height (2021 CDP)	Maximum Street Wall/ Podium Height	Minimum Ground Level Setback	Minimum Upper Level Setback	Guidelines
A	20m (5 storeys)	12m (3 storeys), or 8m (2 storeys) along the eastern boundary.	From northern boundary: 5m for shared street contribution.  From eastern boundary: 5m for landscape buffer.  From the western boundary: 3m for footpath.  From Thompson Road: 0m	5m	Avoid overshadowing of the central median along Inner Harbour Drive on 22 September between 10am to 2pm.  Avoid overshadowing of existing footpath on the south side of Thompson Road on 22 September between 10am to 2pm.  Maintain solar access to private open space and communal open space (outside of Precinct 8) on 22 September between 10am to 2pm.  Daylight access to communal open space and dwellings within the lower levels should be taken into consideration.
B	16m (4 storeys)	12m (3 storeys), or 8m (2 storeys) along the eastern boundary.	From the northern and eastern boundaries: 5m for landscape buffer.  From the western boundary: 3m for footpath.  From southern boundary: 5m for shared street contribution.	5m	

The preferred building height has acknowledged the higher floor to floor heights to allow for other design elements usual to buildings (parapets, railings, etc.) based on 4m/ level  
It is noted that higher numerical floor levels for mixed use development where reduced floor height requirement exist for residential use (typically measured at 3m- 3.2m/ level). The Guidelines has not precluded the opportunity for non-residential use to be accommodated within the upper levels (above ground level). It also has not precluded elevated ground floor requirement in response to flood levels.

Delete 'preferred'





## **9. Community Strengthening Reports**

26 April 2022

**Agenda Item No: 9.1**

### **REDEVELOPMENT OF 71 CATHERINE AVENUE, CHELSEA - OUTCOME OF COMMUNITY CONSULTATION**

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

#### **Purpose of Report**

To provide a summary of the findings of community consultation completed in response to the proposed redevelopment of 71 Catherine Avenue, Chelsea.

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

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

#### **RECOMMENDATION**

That Council:

1. Note the findings of community consultation in support of the proposed redevelopment of 71 Catherine Avenue, Chelsea, for the purpose of accommodating the Chelsea Men's Shed.
2. Endorse officers to continue with design development of 71 Catherine Avenue, to the point of undertaking a public tender process to be awarded in accordance with relevant financial delegation.

#### **1. Executive Summary**

The Chelsea Men's Shed currently operate from facilities owned by the Church of Christ, Blantyre Avenue, Chelsea. This arrangement, in place since 2006, is no longer sustainable and permanent relocation of the Men's Shed to dedicated facilities is seen as the most appropriate outcome for both parties.

Several sites across Chelsea, Bonbeach and Carrum have been assessed for suitability, with the vacant Council-owned property at 71 Catherine Avenue, Chelsea deemed the most feasible option. A concept design has been prepared, confirming the ability of this site to accommodate the specific requirements of a Men's Shed and the associated cost estimate. In response to the Council resolution of August 2021, officers have undertaken a number of preliminary activities to progress redevelopment within the 2022/23 financial year, including community consultation to gauge support for the proposed works.

The consultation has indicated strong levels of community support to revitalise the Catherine Avenue site which has been vacant since 2018, with community recognition that participation in Men's Shed activities supports improved health and wellbeing outcomes of participants.

The Chelsea Men's Shed Committee of Management have further endorsed their commitment to growth of the existing program to ensure maximum utilisation of the redeveloped Catherine Avenue site, detailing a proposed 6-day/week program which accommodates standard Men's Shed activities, alongside an expected growth of their existing dedicated sessions for women, sessions for disability service providers and intergenerational learning and social activity.

In-principle agreement for the development of partnership programs with the Chelsea Men's Shed has been given by a range of local organisations, including Chelsea Heights Community Centre, Kingston U3A and Longbeach Place.

## 2. Background

The Chelsea Men's Shed program commenced in 2006 as a joint initiative between Chelsea's Longbeach Place Community Support Services and the Church of Christ. The program was developed to improve health outcomes for men through social connection, along with opportunity for skill development and leadership in this high-needs catchment. The program continued to operate under this auspice arrangement until their incorporation in 2013.

To ensure their viability and capacity to meet growing demand, the Men's Shed Committee have been actively seeking access to an alternative, fit-for-purpose building within reasonable proximity of their existing site.

Although the Men's Shed currently has an agreement to use dedicated space at the Chelsea Church of Christ site, Blantyre Avenue, this arrangement is not sustainable, with the Church previously advising that the tenancy agreement would conclude 30 June 2022. Further to the Council resolution of 23 August 2021 (detailed below), the Church of Christ have acknowledged Council are actively working to relocate the Men's Shed and have agreed to extend the tenancy beyond mid-2022 to allow for relocation works to be completed.

While an extension of the existing arrangement is helpful, it remains unsustainable in the medium to long term. Specific issues include inadequate storage, increased demand on space to enable church programming, and limited capacity to safely share the allocated workspace with other user groups due to the nature of workshop equipment and associated safety risks.

Relocation to a larger, purpose-built site allows for both growth in Men's Shed membership, alongside diversification of membership and attendance within a supervised workshop environment and/or the multi-purpose meeting space. Relocation of the Men's Shed will also facilitate growth of Church of Christ programming in their existing premises.

Through ongoing discussions with Officers and Councillors, redevelopment of 71 Catherine Avenue, Chelsea (the former site of Chelsea Kindergarten), was identified as a feasible option.

A Notice of Motion was tabled on 26 July 2021, as follows;

*That officers provide a report to the August Council Meeting outlining the options and funding/budget requirements for moving the Chelsea Men's Shed to the Council owned former kinder site at Catherine Avenue.*

In response, a report was presented to Council on 23 August 2021. The following was resolved:

*That Council:*

1. *Allocate the required \$480,000 as a pre-commitment to the 2022/23 budget to support the redevelopment as detailed in the report;*
2. *Authorise the Chief Executive Officer to approve a lease and the use of 71 Catherine Avenue, Chelsea for the Chelsea Men's Shed activities, subject to a Planning Permit being obtained;*
3. *Endorse the submission of an application for funding to the Department of Families, Fairness and Housing's 2022-23 Men's Shed Funding Program; and*
4. *Ensure that the planning work including community consultation, full concept plans, and planning permit progression be undertaken in 2021/22 to ensure progression of this project as soon as possible in the 2022/23 Financial Year.*

In accordance with the above resolutions, officers have progressed several planning activities, including completion of a community consultation process, during October 2021.

### 3. Discussion

#### 3.1 Council Plan Alignment

Strategic Direction: Healthy and inclusive - We are progressive, inclusive and prioritise the wellbeing of all members of our community.

Strategy: support the inclusion of everyone in community life

Men's Shed programs provide opportunities for social connection, skill development and leadership for men who may not otherwise engage with community or support services. It is recognised that involvement in Shed activities improves members' physical and mental health through involvement in meaningful activities, and that the services provided to the broader community are highly valued (e.g. repairs of household items).

Relocation of the Men's Shed program to purpose-built facilities strengthens potential for membership growth and increased diversity of membership and program offerings, further shoring up the financial sustainability of this group who will be better able to meet the obligations of their funding agreement.

#### 3.2 Consultation/Internal Review

An information bulletin was mailed to 420 properties in the immediate vicinity of Catherine Avenue. Further detail of the proposal was published on the *Your Kingston, Your Say* site, which included a participant survey. The page received 165 visits, with 34 downloads of the concept plan and 35 completed surveys.

29 of 35 survey participants were supportive of the proposed site redevelopment, with 9 of those participants also identifying as current members of a Men's Shed (Chelsea or elsewhere). One direct email was received in support of the development.

Of the 6% (two respondents) who didn't support the development, concern was expressed on the cost of the proposed redevelopment for a relatively small number of participants, along with questioning if the Shed was genuinely needed or if there was opportunity to consolidate existing groups.

4 participants were 'unsure' if they supported the development.

For those in support of the proposal, revitalising a vacant site was highly valued, as was provision of a facility to encourage increased social participation, the chance to learn new skills and the opportunity to support and mentor others.

Support for the redevelopment is reflected in the following comments;



- “A worthy local group gets a better facility; at the same time an existing Council asset is repurposed in a useful way”
- “So pleased to see this site be re-purposed rather than sold off”
- “My son has attended the Men’s Shed. It’s been an important socialising and learning opportunity for him”
- “It sounds like a great opportunity to increase social inclusion in our suburb”
- “I retired 4 years ago....once joining the Men’s Shed I have a new lease on life and enjoy attending”

There were also a range of comments that suggested further opportunities for site improvement, such as;

- “Would be great to see space shared by wider community – maybe once a month a makerspace could be set up to teach and share with younger generation the skills and knowledge held by members”
- The site should also cater for a ‘Women’s Shed’ at times
- “A new solar PV array should be installed on the roof”
- “Additional insulation is added to the building to ensure noise from machinery/workshop area is minimised”

On balance, the consultation process demonstrated a high level of community support for the proposed redevelopment.

### 3.3 Operation and Strategic Issues

#### 3.3.1 Opportunity for Men’s Shed participants to be involved in works

The consultation drew several comments around the importance of group ‘ownership’ of the proposed redevelopment project and the opportunity for members to be actively involved in works.

Officers acknowledge that purposeful participation in the redevelopment is aligned with the ethos of Men’s Sheds and opportunities for engagement in project delivery are being explored as design development progresses.

Specific opportunities for participant involvement include the construction and installation of soft and hard landscaping and maintenance of the green infrastructure (façade).

#### 3.3.2 Shared use of redeveloped facilities

Some survey participants indicated that diversification of user age and gender would further enhance community benefit and utilization of the refurbished building. Increasing the frequency and diversification of membership and programmed activities is currently constrained by restricted access to current Blantyre Avenue facilities and the limited schedule offered.

Relocation to dedicated premises provides a strong opportunity for the Chelsea Men’s Shed to extend and diversify their existing program, which the Committee of Management have made a commitment to upholding on the basis of increased membership numbers within the redeveloped Catherine Avenue site.

The nature of traditional Men’s Shed workshop activities carries an element of inherent risk and requires clear procedural management to support adequate induction, training, and supervision of activity participants.

The Chelsea Men's Shed have successfully demonstrated a method of managing this risk through engaging trained workshop manager/s (volunteer role) to ensure the necessary level of induction and training of members.

This operational model will safely support increased utilisation of the refurbished facility, benefitting participants who may build capacity to serve in the Workshop Manager role and/or through increasing the days and hours of operation to support a larger cohort.

The underpinning philosophy of Men's Shed participation is the opportunity for meaningful and focussed engagement, in a safe, friendly, and welcoming environment, with activity programming determined directly by participants.

The CMS Committee are currently working towards amendment of the existing constitution to allow Associate membership for the purpose of diversification (including gender diversification), while ensuring that health, safety, and insurance requirements are met.

Associate membership will be particularly useful in providing a mechanism for women to be involved in practical sessions, while acknowledging the values that underpin operation of Men's Sheds as a dedicated space to support health, wellbeing, and connection of (vulnerable) men who may otherwise not seek support in gender-mixed spaces.

Increased programming responds directly to community feedback received in response to objectives within the Public Health & Wellbeing Plan (2021-25), calling for increased delivery of activities to engage and support the well-being of men in the community.

### 3.3.3 Maximum utilisation of refurbished facility

Some commentary emerging from the consultation emphasised the importance of investing in assets that support maximum utilisation of the facility for whole of community benefit.

The unique high-risk nature of a Men's Shed environment limits the ability for which this refurbished facility can be considered a 'flexible' community space.

However, working within the existing building footprint has allowed for the provision of two (modest) community rooms, designed to be accessed via a separate entrance, able to be used independently of the proposed Men's Shed hours and offering a clear separation from the controlled, high-risk workshop environment (refer Appendix 2).

Utilisation has been further considered through design and placement of equipment in a way that maximises participant numbers within relatively confined workshop space. Equipment has been located to ensure adequate circulation space in and around machinery, dedicated loading zones, ease of access to safety switches in case of emergency and required levels of ventilation.

In addition to a commitment to increase membership and days of programming, Chelsea Men's Shed are actively discussing the opportunity for partnership programs within the refurbished facility with complementary organisations such as

Connecting Skills, Oakwood School, Longbeach Place, Chelsea Heights Community Centre, and Kingston U3A.

These programs will focus on activity within the dedicated workshop space, with potential to utilise the facility 6 days/week (Refer Appendix 1).

#### 4. Conclusion

With the community consultation indicating a strong level of support for redevelopment of the Catherine Avenue site, progression of the necessary planning and design activity is recommended in accordance with the resolution of 23 August 2021.

The current program of works has preliminary site preparation and design works underway early 2022. The planning permit application has been submitted and advertised, with the public tender scheduled for May-June 2022 following confirmation of planning approval.

Construction is targeted to commence approximately August 2022, with completion of works early 2023.

Officers have discussed with the Chelsea Men's Shed Committee of Management a range of opportunities for program growth and diversification following relocation to a dedicated site, supporting maximum site utilisation and return on investment. Chelsea Men's Shed have confirmed the intent for diversification of programming and membership to support equity of access for the broader community, increased levels of social connection and the opportunity to build capacity of existing and future members. In addition, there are two small rooms which may support complementary community groups to meet independently of workshop activity.

Such diversification of membership and utilisation is likely to support financial sustainability, through opportunities for increased programming and income generation. Specifically, this may include room hire fees, 'Associate Membership' subscriptions and engagement with community partners for both dedicated group sessions and integration of service users within standard programming.

##### 4.1 Environmental Implications

Community feedback expressed interest in maximizing opportunities for sustainable design during the redevelopment of this site, which is in keeping with current practice and the *Environmentally Sustainable Design Policy for Community Buildings (2021)*.

Environmental planning has identified this site as a preferred option for the introduction of green infrastructure on the Beardsworth Road aspect in the form of a green facade. Along with the benefits of urban cooling, there is an opportunity for education on the maintenance of the green facade, further strengthening a sense of 'ownership' for Men's Shed participants.

##### 4.2 Social Implications

Men's Shed programs are widely recognised as contributing to the holistic well-being of participants. Refurbishment of Catherine Avenue for the purpose of Men's Shed activities will support universal access and increased levels of community inclusion for a diverse range of members. Diversification of membership and/or scheduling will be explored to ensure maximum utilisation rates of the building and opportunity for inclusion of a broad range of participants.

The Chelsea Men's Shed currently have a membership waiting list which is slow to progress due to the physical and scheduling constraints of the current site. These constraints will be removed through relocation to a dedicated facility, enabling an increased number of participants.

The CMS have identified a key priority is the growth of participant numbers once relocated to Catherine Ave, which will further strengthen their sustainability through increased human resource to support operational matters such as Shed management, duty officers and delivery of induction sessions.

#### **4.3 Resource Implications**

A Council contribution of \$480,000 has been allocated with Council's Forward capital Program during 2022/23, for the completion of the proposed works. A co-funding contribution will be sought from the Department of Families, Fairness and Housing, via their Men's' Shed grant program, with the outcome of the next funding round known by 30 June 2022. The maximum amount available through this grant program, if Council's application is successful, is \$80,000. A further contribution of \$40,000 will also be provided by the Men's' Shed.

The current scope of site redevelopment has been estimated at \$535,000.

A public tender will be pursued, with award of the tender to fall within the delegation of the Chief Executive Officer.

<b>71 Catherine Avenue Redevelopment</b>	<b>2022/23</b>	<b>Total</b>
Council contribution	\$480,000	\$480,000
Grant (DFFH) (Outcome of Grant pending)	\$80,000	\$80,000
Men's Shed	\$40,000	\$40,000
<b><u>TOTAL</u></b>		<b><u>\$600,000</u></b>

#### **4.4 Legal / Risk Implications**

It is noted that a Planning Permit is required to be obtained to facilitate delivery of the redevelopment works, with a risk of planning objections, which may impact on the proposed program of works if they cannot be resolved.

## Appendices

Appendix 1 - Chelsea Men's Shed - Statement of Operational Intent (Ref 22/62065) [↓](#)

Appendix 2 - 71 Catherine Avenue\_Architectural Plans (Ref 22/28072) [↓](#)

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

Reviewed and Approved By: Mark Patterson, Acting General Manager, Community  
Strengthening

# 9.1

## REDEVELOPMENT OF 71 CATHERINE AVENUE, CHELSEA - OUTCOME OF COMMUNITY CONSULTATION

1	Chelsea Men's Shed - Statement of Operational Intent.....	45
2	71 Catherine Avenue_Architectural Plans .....	47



### Statement of Operations as at 25<sup>th</sup> February 2022

The Chelsea Men's Shed is currently located at 5 Blantyre Ave Chelsea and operate from a small shed with limited capacity at the rear of the Church of Christ.

Our current operational hours are Tuesdays (fortnightly), Wednesday and Thursday 9.00am – 1.30 pm and Saturday 9.00 am – 12.30pm. These are the days the Church allows us to operate. The Tuesday session has been recently introduced, however given the high level of community interest, we expect this Women's only program to become weekly within the next two months.

We are gradually increasing the number of members in the men's shed despite recent lockdowns, and it is becoming quite clear that we will not be able to accommodate all members on the limited days we have available to us at 5 Blantyre Ave.

Our intention for the new location is to run the Men's Shed program across a greater number of days and extend the hours of operation so we can offer morning and afternoon sessions to existing and new members.

Once in the new location with strengthened numbers, we would expect to deliver:

Day of Week	Program	Hours
Monday	Men's Shed	9.00 am – 5.00 pm
Tuesday	Women's Program	9.00 am – 1.00 pm
Wednesday	Men's Shed	9.00 am – 5.00 pm
Thursday	Men's Shed	9.00 am – 5.00 pm
Friday	Disability Service Provider	9.00 am – 1.00 pm
Saturday	Social Day – Intergenerational/Women's/Men's	9.00 am – 12.30 pm

- The Friday session will be a reintroduction of our program with the disability service provider we used to run two years ago but had to abandon due to constraints on the number of days available to us from the church.
- The Saturday session would likely grow into an all-day social workshop session for all members.

The above schedule indicates times when CMS would manage the space, either for full Shed Members, or when delivering / overseeing programs on behalf of Associate Member partner groups, some of whom are listed below.

We anticipate the 2 non-workshop/AV rooms would be utilised by service providers for appropriate outreach sessions to both the men's shed members and the broader community and/or by third party user groups after hours.

Once we have relocated and have adequate volunteer resources, we also see an opportunity to utilise the exterior area for a garden club and we would continue in-principle discussions already had with Chelsea Height Community Centre Board / Community Garden and the U3A Committee / Garden Group as well as Council about the activation and management of this area.

The long-term vision is for the Men's Shed to fully utilise the new facility to enable organisational growth, and cater for broader community need in partnership with the following groups:



**Longbeach Place** – Training program in working with wood – currently on a wait list.

**Chelsea Heights Community Centre** – Framing workshops for the Art Group, Community Garden Clubs

**Kingston U3A** – Use of non-workshop room, training sessions, including life skill for men without partners, e.g. sewing etc.

**Oakwood School** – Mentoring programs and projects for VCAL students

**Careworks** – Continuing our current partnership with the delivery of Men's Health information and training programs.

**Endorsed by Committee of Management Chelsea Men's Shed**

# CHELSEA MEN'S SHED

71 CATHERINE AVENUE, CHELSEA, VICTORIA 3196  
(PREVIOUSLY CHELSEA PRE-SCHOOL)

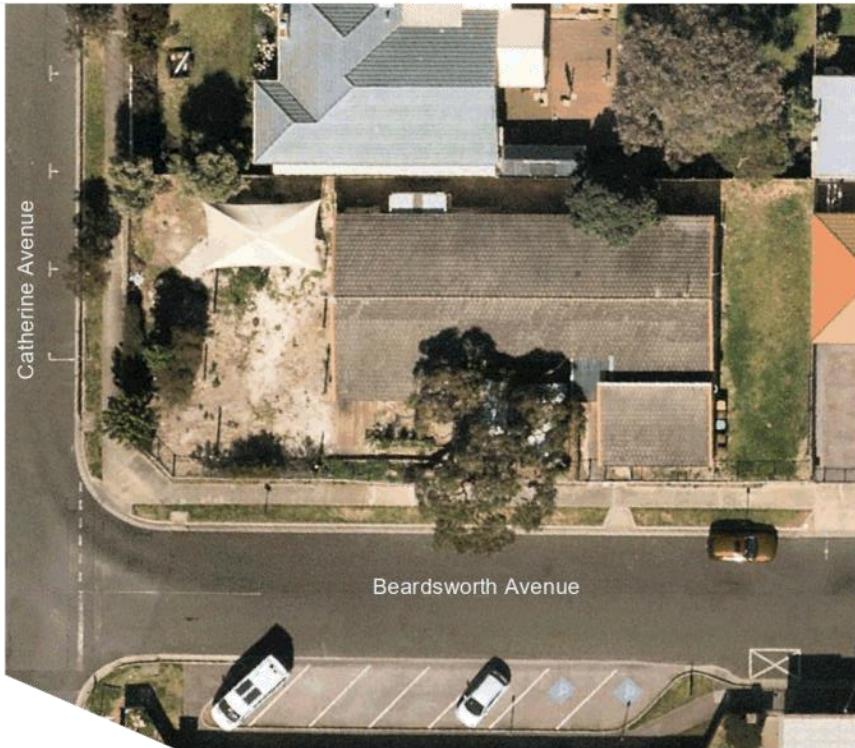
## FEASIBILITY DESIGN

### Architectural Drawings

Sheet Number Sheet Name

SK-01	Cover Sheet & Locality Plan
SK-02	Existing & Demo Floor Plan
SK-03	Proposed Floor Plan
SK-04	Site Plan

To be read in conjunction with the following documents:  
Quantity Surveyor's Report  
Environmental Report  
Traffic Impact Assessment



1 Site Locality Plan  
1 : 300

No.	Description	Date
A	CLIENT DESIGN ISSUE	210512
B	CLIENT DESIGN ISSUE	210513
C	CLIENT DESIGN ISSUE	210929
D	CLIENT DESIGN ISSUE	211004
E	CLIENT DESIGN ISSUE	211221

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PROJECT  
**Chelsea Men's Shed**

CLIENT  
**Kingston City Council**

PROJECT  
**210205**

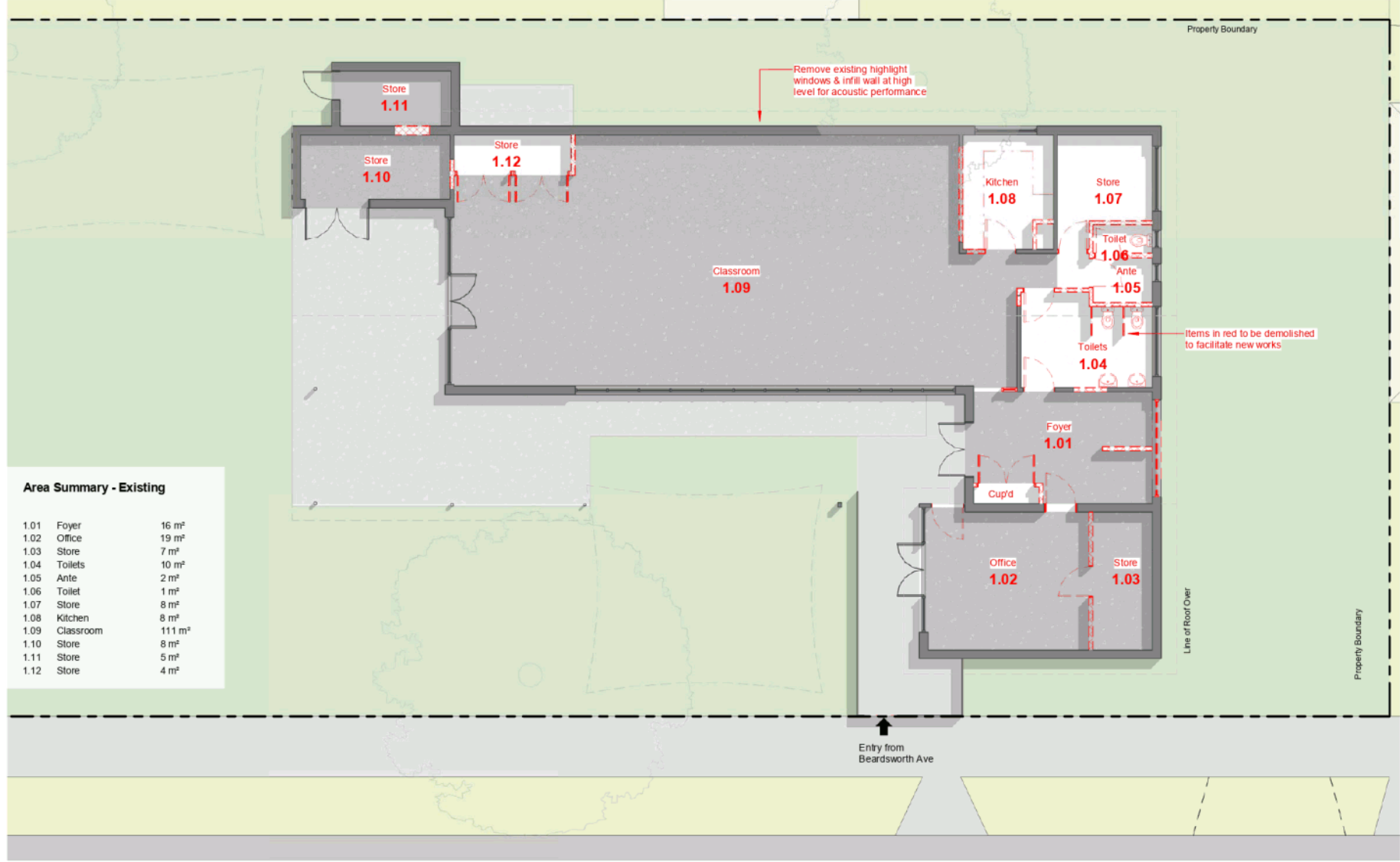
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DRAWING TITLE  
**Cover Sheet & Locality Plan**

DRAWING  
**SK-01**

REV  
**E**



Area Summary - Existing

1.01	Foyer	16 m <sup>2</sup>
1.02	Office	19 m <sup>2</sup>
1.03	Store	7 m <sup>2</sup>
1.04	Toilets	10 m <sup>2</sup>
1.05	Ante	2 m <sup>2</sup>
1.06	Toilet	1 m <sup>2</sup>
1.07	Store	8 m <sup>2</sup>
1.08	Kitchen	8 m <sup>2</sup>
1.09	Classroom	111 m <sup>2</sup>
1.10	Store	8 m <sup>2</sup>
1.11	Store	5 m <sup>2</sup>
1.12	Store	4 m <sup>2</sup>

No.	Description	Date
A	CLIENT DESIGN ISSUE	210512
B	CLIENT DESIGN ISSUE	210513
C	CLIENT DESIGN ISSUE	210929
D	CLIENT DESIGN ISSUE	211004
E	CLIENT DESIGN ISSUE	211221

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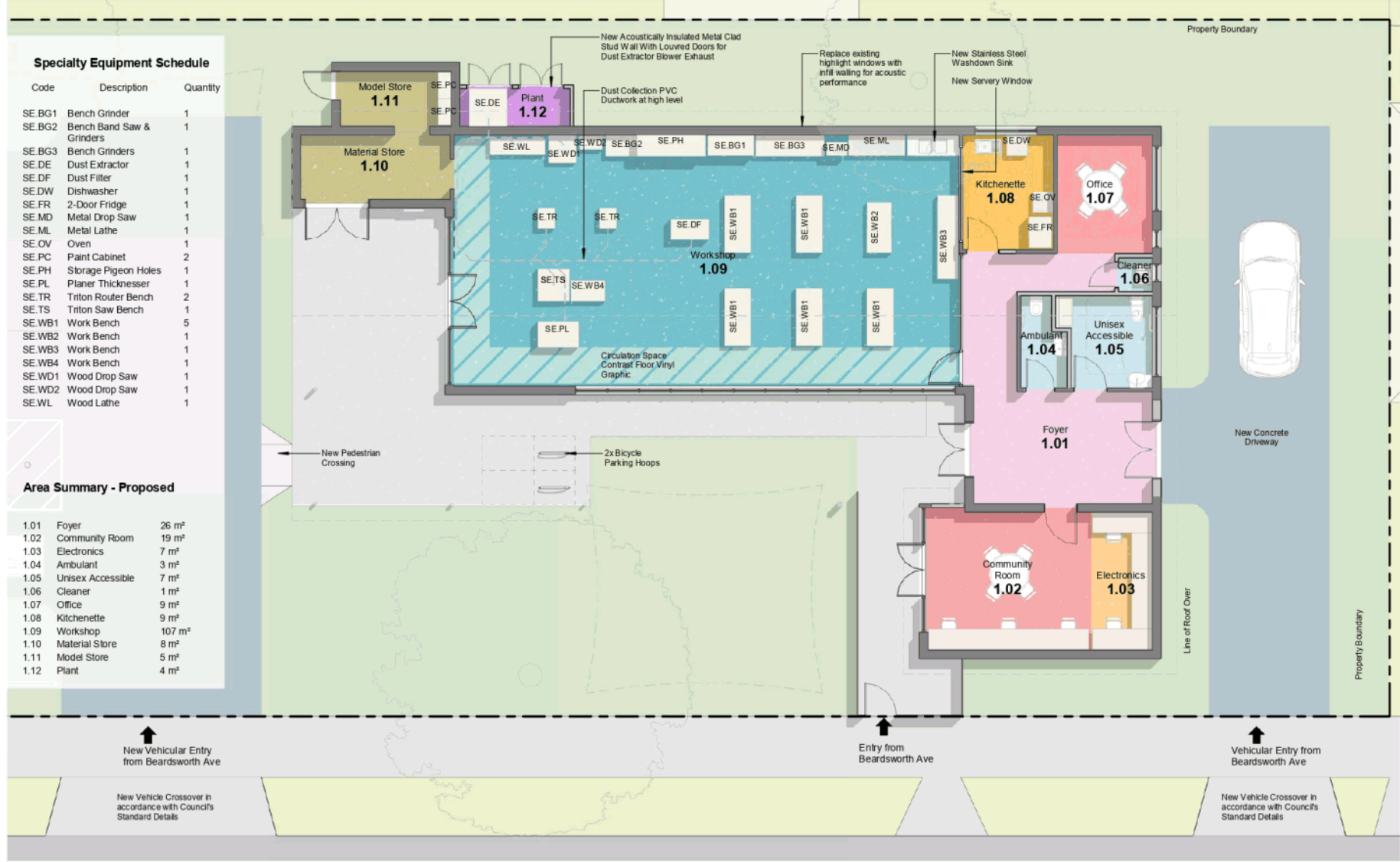
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PROJECT  
Chelsea Men's Shed  
CLIENT  
Kingston City Council

PROJECT  
210205  
SCALE  
1 : 100



DRAWING TITLE  
Existing & Demo Floor Plan  
DRAWING  
SK-02  
REV  
E



Specialty Equipment Schedule

Code	Description	Quantity
SE.BG1	Bench Grinder	1
SE.BG2	Bench Band Saw & Grinders	1
SE.BG3	Bench Grinders	1
SE.DE	Dust Extractor	1
SE.DF	Dust Filter	1
SE.DW	Dishwasher	1
SE.FR	2-Door Fridge	1
SE.MD	Metal Drop Saw	1
SE.ML	Metal Lathe	1
SE.OV	Oven	1
SE.PC	Paint Cabinet	2
SE.PH	Storage Pigeon Holes	1
SE.PL	Planer Thicknesser	1
SE.TR	Triton Router Bench	2
SE.TS	Triton Saw Bench	1
SE.WB1	Work Bench	5
SE.WB2	Work Bench	1
SE.WB3	Work Bench	1
SE.WB4	Work Bench	1
SE.WD1	Wood Drop Saw	1
SE.WD2	Wood Drop Saw	1
SE.WL	Wood Lathe	1

Area Summary - Proposed

1.01	Foyer	26 m²
1.02	Community Room	19 m²
1.03	Electronics	7 m²
1.04	Ambulant	3 m²
1.05	Unisex Accessible	7 m²
1.06	Cleaner	1 m²
1.07	Office	9 m²
1.08	Kitchenette	9 m²
1.09	Workshop	107 m²
1.10	Material Store	8 m²
1.11	Model Store	5 m²
1.12	Plant	4 m²

No.	Description	Date
A	CLIENT DESIGN ISSUE	210512
B	CLIENT DESIGN ISSUE	210513
C	CLIENT DESIGN ISSUE	210929
D	CLIENT DESIGN ISSUE	211004
E	CLIENT DESIGN ISSUE	211221

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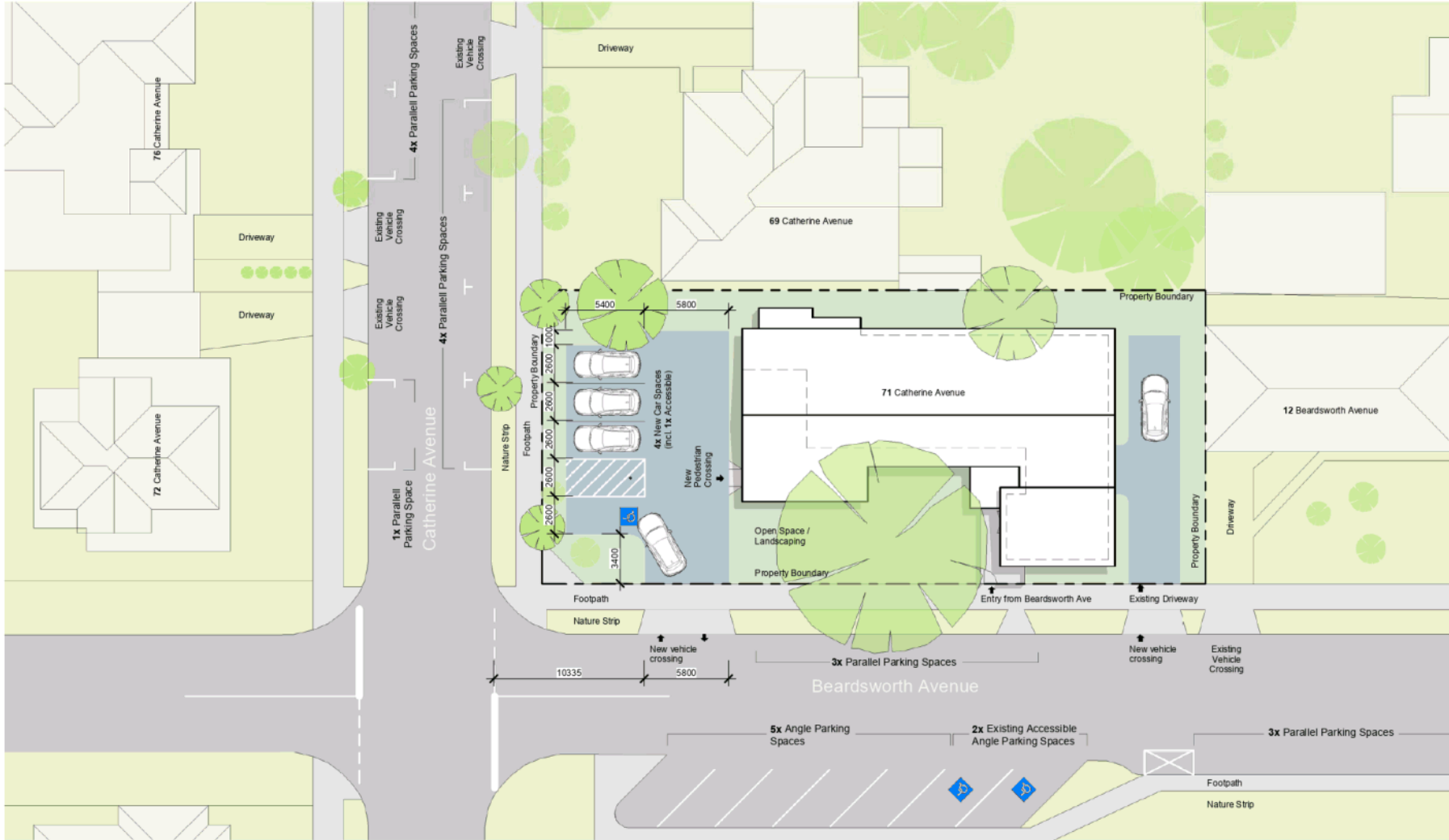
PROJECT  
Chelsea Men's Shed  
CLIENT  
Kingston City Council

PROJECT  
210205  
SCALE  
1 : 100



DRAWING TITLE  
Proposed Floor Plan  
DRAWING  
SK-03  
REV  
E





No.	Description	Date
B	CLIENT DESIGN ISSUE	210513
C	CLIENT DESIGN ISSUE	210929
D	CLIENT DESIGN ISSUE	211004
E	CLIENT DESIGN ISSUE	211221

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PROJECT  
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PROJECT  
210205  
SCALE  
1 : 250



DRAWING TITLE  
**Site Plan**  
DRAWING  
**SK-04**

REV  
**E**

**Agenda Item No: 9.2**

## **RECONCILIATION ACTION PLAN (RAP)**

**Contact Officer: Zali Mifsud, Indigenous Portfolio Officer**

### **Purpose of Report**

To present the Reconciliation Action Plan 2022-2024 to Council for adoption.

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

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

### **OFFICER RECOMMENDATION**

That Council:

1. Adopt the Innovate Reconciliation Action Plan 2022-2024; and
2. Note resources of \$157,200 for the 2022/23 and 2023/24 financial years will be allocated for materials / services and expenses associated with implementation of the Innovate Reconciliation Action Plan 2002-2024.

## **1. Executive Summary**

The Reconciliation Action Plan 2022-2024 (RAP) is presented to Council for adoption following Council's commitment to developing a Reconciliation Action Plan in 2019. The RAP is an important strategic plan for Council that identifies goals and objectives that help advance the five dimensions of reconciliation through developing respectful relationships and creating meaningful opportunities with Aboriginal and Torres Strait Islander Peoples. The RAP identifies Council's priorities for the next two years of working with our community.

The RAP was developed through a comprehensive process involving data analysis, community and staff engagement, and consultation with the RAP Advisory Group (community members), RAP Working Group (staff), and Traditional Owner Groups. The RAP has also been informed by strategic advice from Reconciliation Australia, who provided conditional endorsement of the RAP in October 2021.

## **2. Background**

On 25 November 2019 Council endorsed the development of a 2 year Innovate RAP.

For Aboriginal and Torres Strait Islander peoples, Australia's colonial history is characterised by devastating land dispossession, violence, and racism. Over the last half-century however, many significant steps towards reconciliation have been taken. Reconciliation is an ongoing journey that reminds us that while generations of Australians have fought hard for meaningful change, future gains are likely to take just as much, if not more, effort.

Self-determination is an 'ongoing process of choice' to ensure that Indigenous communities can meet their social, cultural, and economic needs. It is not about creating a separate Indigenous 'state'. The right to self-determination is based on the acknowledgment that Indigenous peoples are Australia's first people, as was recognised by law in the historic Mabo judgement.

The loss of this right to live according to a set of common values and beliefs, and to have that right respected by others, is at the heart of the current disadvantage experienced by Indigenous Australians. Without self-determination it is not possible for Indigenous Australians to fully overcome the legacy of colonisation and dispossession.

At its heart, reconciliation is about strengthening relationships between Aboriginal and Torres Strait Islander peoples and non-Indigenous peoples for the benefit of all Australians.

## 2.1 Reconciliation Action Plans

An Innovate RAP outlines actions that work towards achieving Kingston's unique vision for reconciliation. Commitments within this RAP will allow Council to be aspirational and innovative to help the organisation gain a deeper understanding of its scope of influence and establish the best approach to advance reconciliation.

The framework is a nationally recognised process adopted by Reconciliation Australia; an independent, not-for-profit organisation established in 2001 and recognised as the national expert body on reconciliation in Australia. RAPs are based around the core pillars of relationships, respect, and opportunities. They provide tangible and substantive benefits for Aboriginal and Torres Strait Islander peoples by increasing equity and supporting First Nation's self-determination.

Reconciliation Australia has four types of RAPs which enable organisations to continuously develop their reconciliation commitments. Each type of RAP is designed to suit an organisation at different stages of their reconciliation journey. The four stages of RAP's include Reflect, Innovate, Stretch and Elevate.

- Reflect: Scoping capacity for reconciliation  
Reflect RAPs are for 12 months and are for organisation's new to reconciliation and unsure how to get started. They set out steps to prepare organisations for reconciliation initiatives in future RAPs.
- Innovate: Implementing reconciliation initiatives  
An Innovate RAP is for a two-year timeframe and outlines actions for achieving an organisation's vision for reconciliation. Innovate RAP commitments allow an organisation to gain a deeper understanding of its sphere of influence and establish the best approach to advance reconciliation.

It was advised by Reconciliation Australia that the City of Kingston pursue an Innovate Reconciliation Action Plan due to the previous work undertaken through the Aboriginal Policy and Action Plan 2014-2019.

- Stretch: Embedding reconciliation  
A Stretch RAP spans a two-to-three-year period and is focused on longer-term strategies that work towards defined measurable targets and goals. It is best suited for organisations that have developed a very strong approach to advancing reconciliation.

- Elevate: Leadership in reconciliation

An Elevate RAP is for organisations that have a proven track record of embedding effective RAP initiatives in their organisation through Stretch RAPs and are ready to take on leadership to advance national reconciliation.

By endorsing an Innovate RAP Kingston would:

- Implement a tried and tested framework, that is proven to drive reconciliation through practical actions.
- Formalise Council's commitment to reconciliation.
- Enhance our ability to partner with key external stakeholders.
- Ensure more effective and relevant service delivery to the local Aboriginal and Torres Strait Islander community.
- Join the numerous Victorian Councils who have developed RAPs and align with them. The following Victorian Councils have developed RAPs:

- |                          |                                |                              |
|--------------------------|--------------------------------|------------------------------|
| • Glen Eira City Council | • Cardinia Shire Council       | • City of Melbourne          |
| • Yarra City Council     | • East Gippsland Shire Council | • City of Port Phillip       |
| • City of Stonnington    | • Frankston City Council       | • Mildura Rural City Council |
| • Hepburn Shire Council  | • Wyndham City Council         | • Greater Dandenong          |
| • City of Whittlesea     | • Bayside City Council         | • Banyule City Council       |
| • City of Monash         | • Latrobe City Council         | • Wodonga Council            |

## 2.2 RAP Working Group

A RAP Working Group is a requirement for endorsement from Reconciliation Australia. The RAP Working Group is considered the governing body of the RAP responsible for the development, implementation, and reporting phases of a RAP. Kingston's RAP Working Group, consisting of staff from various Council departments, and has overseen the development of the RAP.

The members of the RAP Working Group are:

Position	Department
Indigenous Portfolio Officer	Community Development
Manager Libraries and Social Development	Community Sustainability
Coordinator Community Development	Social Development
Team Leader Arts and Cultural Services	Arts and Cultural Services
Team Leader Family and Children's Centres	Family Youth and Children's Services
Manager Procurement and Contracts	Procurement and Contracts
Diversity and Inclusion Coordinator	People Support
Manager Parks and Open Space	Open Space
Foreshore Coordinator	Open Space
Team Leader Maternal, Child Health and Immunisation	Maternal, Child Health and Immunisation
Team Leader Communications	Communications

Team Leader Maintenance Contracts and Waste	Maintenance Contracts and Waste
Manager Compliance and Amenity	Compliance and Amenity

### **2.3 RAP Advisory Group**

Although not required for RAP endorsement, a RAP Advisory Group facilitates ongoing input from Aboriginal and Torres Strait Islander stakeholders in planning and governance processes, as well as actions of the RAP. This group is made up of Aboriginal and Torres Strait Islander stakeholders, business partners, local Elders, and members of the local community.

The role of the RAP Advisory Group is to provide advice, as requested by Kingston Council, on matters including (but not limited to):

- Embedding Aboriginal and Torres Strait Islander perspectives into operations.
- Locally appropriate reconciliation initiatives.
- Policy and consultation strategies.
- Ensuring better access and engagement for Aboriginal and Torres Strait Islander employees, clients, and community members.

Members of the Kingston RAP Advisory Group include:

<b>Role in group</b>	<b>Profession</b>
Community Leader	Regional Aboriginal Justice Advisory Committee
Community Leader	Bayside Community Health Services
Traditional Owner	Bunurong Land Council
Chairperson	Kingston City Council Representative
Community Leader	Kingston City Council Representative
Community Leader	Derrimut Weelam Gathering Place Representative
Community Leader	Koori Engagement Support Officer
Community Leader	Southern Primary Care Partnership
Local Resident	Community Member
Local Resident	Community Member
Local Resident	Community Member

### **2.4 Registered Aboriginal Party**

The Bunurong Land Council was endorsed by the Victorian Aboriginal Heritage Council as of 1 July 2021 to be the City of Kingston's Registered Aboriginal Party (Traditional Owners). Registered Aboriginal Parties are organisations that hold decision-making responsibilities under the Aboriginal Heritage Act 2006 for protecting Aboriginal cultural heritage in a specified geographical area. The Bunurong Land Council was consulted extensively to assist Council to develop the RAP.

### **2.5 Development of the RAP**

The draft RAP 2022-2024 has been developed by:



- Undertaking detailed research and reviewing data and evidence including a Community Survey 2021 (25 Aboriginal and/or Torres Strait Islander Kingston residents completed).
- Collaboration and consultation with the RAP Working Group and the RAP Advisory Group.
- 14 internal staff provided feedback and made recommendations on the draft actions and goals of the RAP.
- 11 external representatives provided feedback and made recommendations on the draft actions and goals of the RAP.
- Collaboration and consultation with the Boon Wurrung Foundation and Bunurong Land Council.
- Following the required template and structure as instructed by Reconciliation Australia.

## **2.6 Reconciliation Australia review and endorsement**

The RAP underwent a 3-month review process with Reconciliation Australia for endorsement. Conditional endorsement was provided by Reconciliation Australia in October 2021. Conditional RAP endorsement is based on the understanding that the exact content will be reflected in the official version of the RAP.

Upon Council endorsement of the RAP, it will be returned to Reconciliation Australia for formal endorsement. This will acknowledge the RAP as officially accredited by Reconciliation Australia and our organisation will be recognised as a member of the RAP network. The content should not then be altered for the duration of the RAP, unless approved by Reconciliation Australia.

## **3. Discussion**

### **3.1 Council Plan Alignment**

Strategic Direction - Healthy and inclusive - We are progressive, inclusive and prioritise the wellbeing of all members of our community.

Strategy - respect the importance of Aboriginal and Torres Strait Islander people in Kingston and their connection to the land.

The RAP is an important strategic document for Council and the community. It applies to our whole community and operates across the whole organisation. Its development and implementation are integral for Council to be a responsive organisation helping Kingston to be an inclusive community.

### **3.2 Consultation/Internal Review**

The draft Innovate RAP was developed in two rounds of consultation with a range of key internal and external stakeholders including the RAP Advisory Group, RAP Working Group, Bunurong Land Council, community members and Reconciliation Australia.

A community survey was developed for the Aboriginal and/or Torres Strait Islander community to inform the first draft of the RAP. The survey was open for approximately 1 month (1 June - 1 July 2021).

#### Summary of results:

The Reconciliation Action Plan Community Survey was completed by 25 Aboriginal and/or Torres Strait Islander community members of Kingston. The survey found:

- 45% of participants believed that the City of Kingston is currently doing best in the Respect pillar of a RAP;
- 60% of participants believe that the City of Kingston's area of weakness is the Opportunities pillar of a RAP; and
- 66% of participants believe that the City of Kingston has not provided opportunities for the Aboriginal and or Torres Strait Islander community to be engaged in.

The survey identified key words that community members identify as the core components of reconciliation that they wish to see embedded within the RAP:

• Culture	• Respect	• Confidence	• History
• Trust	• Transparency	• Unity	• Listening
• Inclusive	• Self Determination	• Important	• Safe
• Powerful	• Education	• Decolonise	• Change

A range of feedback was received on the draft RAP from community members, staff, and partners. The final round of consultation was held from 1 December to 20 December 2021. The feedback focused on specific content additions and changes, requests to see measures / indicators, a desire for more detail about implementation and suggestions for actions.

Recommendations were made by stakeholders to include key goals and actions to ensure endorsement from Reconciliation Australia and support the Aboriginal and/or Torres Strait Islander community. Feedback was received from the Boon Wurrung Foundation and the Bunurong Land Council to inform the development of the RAP.

#### 4. Conclusion

**The Innovate RAP details Council's commitment to supporting the Kingston community to be a healthy, safe, connected, and inclusive. The draft RAP has been developed with reference to detailed research and stakeholder feedback. It is recommended that Council endorse and adopt the Innovate Reconciliation Action Plan 2022-2024.4.1 Environmental Implications**

The Aboriginal and Torres Strait Islander cultures have survived for thousands of years. That is in part, because of their knowledge and protection of their Country. Each language group or clan has a defined area of land, or Country, to which they are connected or belong. Actions within the RAP will empower Traditional Owners to have further input into how their land is managed, particularly in relation to cultural heritage sites.

##### 4.2 Social Implications

The RAP plays an important role in strengthening equality, cohesion, connections, and respect for Aboriginal and Torres Strait Islander peoples in the Kingston community. The goals and objectives of the RAP will be actioned by the RAP Working Group and will ensure that they are delivered in the most respectful and meaningful way for the community.

**4.3 Resource Implications**

Staffing costs for the Indigenous Portfolio Officer are already included in Council's draft budget. Resources of \$157,200 for the 2022/23 and 2023/24 financial years will be allocated for materials / services expenses associated with implementation.

**4.4 Legal / Risk Implications**

Council is required under the Aboriginal Heritage Act 2006 to engage with the Bunurong Land Council with responsibilities for managing and protecting Aboriginal Cultural Heritage on Country. Therefore, all actions within the RAP that have Traditional Owner engagement will identify the Bunurong Land Council to fulfill this obligation.

**Appendices**

Appendix 1 - Final DRAFT City of Kingston - Innovate Reconciliation Action Plan RAP 2022-2024 (Ref 22/102462) [↓](#)

Author/s:	Zali Mifsud, Indigenous Portfolio Officer
Reviewed and Approved By:	Susan Quach, Coordinator Community Development Jihan Wassef, Team Leader Social Development Mark Patterson, Acting General Manager, Community Strengthening

# 9.2

## RECONCILIATION ACTION PLAN (RAP)

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***Cover Page***

Artwork

Innovate Reconciliation Action Plan

Kingston City Council

April 2022 – April 2024



***Meet the artist******Artwork description*****Description:**

This artwork pays respect to the ancestors of the Kulin Nations both past, present and future. The outer section of the main central circle is all Elders welcoming all onto their country by guarding the pathways that lead to the central point. The design is centred around inclusiveness and sharing. The outer circles represent the four groups that make up the Kulin Nations. All groups lead to one main meeting place which is representative of the City of Kingston where peoples are coming together around one fire to discuss business. Other pathways represent people from all different backgrounds to join the main meeting place. It acknowledges the diversity of the Kingston community and additionally the unity that Council provides for all of its residents.

**About the artist:**

Heather Kennedy is a proud and well-respected Elder of the Palawa Trowerna from the Trawoolway and Plairmairrenner clans of Northeast Tasmania and Bunurong women from Victoria. Heather has been painting for over 30 years and has a passion for creating visuals and stories, sharing culture through art.

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## Acknowledgment of Country

The City of Kingston proudly acknowledges the Bunurong People of the Kulin Nation as the Traditional Owners and Custodians of this land, and we pay our respect to their Elders, past and present and emerging.

Council acknowledges the Bunurong's continuing relationship to the land and waterways and respects that their connection and spiritual identity is maintained through ancient ceremonies, song lines, dance, art and living culture.

Council pays tribute to the invaluable contributions of the Bunurong and other Aboriginal and Torres Strait Island elders who have guided and continue to guide the work we do.

## Acknowledgments

The City of Kingston would like to thank all those that contributed to the development of the Innovate Reconciliation Action Plan. With honourable mentions to the:

- Bunurong Land Council Aboriginal Corporation
- Boon Wurrung Foundation
- Reconciliation Australia
- City of Kingston Reconciliation Action Plan Advisory Group
- City of Kingston Reconciliation Action Plan Working Group
- Derrimut Weelam Gathering Place
- Our Aboriginal and Torres Strait Islander community

We would not have been able to achieve this instrumental strategic document to support the advancement of reconciliation in the City of Kingston without you. We extend our greatest gratitude to you all.

## Messages of Reconciliation

### Message from Mayor

It is with great pleasure that I present the City of Kingston's first ever Reconciliation Action Plan (RAP). This is an important step in our reconciliation journey towards creating and strengthening relationships with Aboriginal and Torres Strait Islander community members, Traditional Owners and broader community of Kingston. It is our commitment to continue to build and develop new ways in which we can support our First Nation peoples.

The RAP has been developed through consultation with the Bunurong Land Council Aboriginal Corporation, Boon Wurrung Foundation, local Aboriginal organisations, Council staff and wider community. Our community consultation survey reached an astonishing 5% of our Aboriginal and or Torres Strait Islander residents and provided insightful information supporting our commitment to reconciliation.

Cr Steve Staikos

Mayor of the City of Kingston

### Message from the CEO

The City of Kingston has an imperative role in advancing and encouraging reconciliation across our community. We are committed to building a unified community that respects and acknowledges Aboriginal and Torres Strait Islander peoples. We are dedicated to building strong relationships with the Traditional Custodians of Kingston by educating and promoting awareness of Aboriginal heritage, culture, and achievements.

As part of Council's commitment to achieving Reconciliation Australia's 'Innovate' level, our RAP identifies direct targets that we will achieve over the two-year period. We commit to ensuring equal opportunities for Aboriginal and Torres Strait Islander peoples within our organisation and providing an inclusive and respectful workplace. We also commit to supporting their voices in Council plans, policies and all decision making.

Peter Bean

Chief Executive Officer



## Statement of Significance from our Registered Aboriginal Party

The Bunurong Land Council Aboriginal Corporation (BLCAC) represents Bunurong people's rights and interests and manages the statutory responsibilities of the Corporation. Bunurong people are once again recognised as the rightful custodians of much of what is now known as greater Melbourne. We pay our respects to and thank our Ancestors and Elders for their words and stories of country as passed down through the families.

Over the last 35,000 years Bunurong people have adapted to a range of significant changes within their Country. Our stories of the Bay flooding with water, asteroid impacts near Cranbourne, Arthurs Seat once being an Island, volcanic activity in the western suburbs, the great floods, fires and earthquakes all speak of such events. Around 10,000 years ago, before the Bay flooded with water, the Birrarung extended all the way out to the heads and out via a large waterfall which covered the entire area in mist. This is how the river earns its early name 'the river of mist'. This part of the river, up to the point the river became fresh water, was Bunurong Country.

Bunurong people were amongst the first Indigenous people in Victoria that were involved in cross-cultural entanglements with Europeans, and though reduced to just a handful of individuals by the mid-1800s, we are still here, and we continue to maintain our cultural obligations to care for the people, the flora and fauna, the lands and the waters within the Bunurong cultural landscape, which is alive with our stories.

Over 2000 generations of our people have been here before us. Archaeological excavation within our Country has already demonstrated about 30,000 years' worth of occupation. These sites can show us how our ancestors interacted with their environment and how that interaction changed over time. We regard all evidence of our people's occupation as sacred.

All of our Country is highly significant, every square inch, every rock, every leaf, every dune and every artefact. If we could attribute the cause of this blanket high significance rating of our Country to any one thing, it would be that in Melbourne especially, so much has been destroyed and lost as the city grew, and so quickly. If you lose enough of something, what little you have left becomes so much more important. Similarly, when someone passes, their earthly possessions become more important to those they left behind.

Every part of our Country is of high significance to our people past and present.

The Bunurong Land Council Aboriginal Corporation

## Message from Reconciliation Australia

Reconciliation Australia commends City of Kingston on the formal endorsement of its inaugural Innovate Reconciliation Action Plan (RAP).

Commencing an Innovate RAP is a crucial and rewarding period in an organisation's reconciliation journey. It is a time to build strong foundations and relationships, ensuring sustainable, thoughtful, and impactful RAP outcomes into the future.

Since 2006, RAPs have provided a framework for organisations to leverage their structures and diverse spheres of influence to support the national reconciliation movement.

This Innovate RAP is both an opportunity and an invitation for City of Kingston to expand its understanding of its core strengths and deepen its relationship with its community, staff, and stakeholders.

By investigating and understanding the integral role it plays across its sphere of influence, City of Kingston will create dynamic reconciliation outcomes, supported by and aligned with its business objectives.

An Innovate RAP is the time to strengthen and develop the connections that form the lifeblood of all RAP commitments. The RAP program's framework of *relationships*, *respect*, and *opportunities* emphasises not only the importance of fostering consultation and collaboration with Aboriginal and Torres Strait Islander peoples and communities, but also empowering and enabling staff to contribute to this process, as well.

With over 2.3 million people now either working or studying in an organisation with a RAP, the program's potential for impact is greater than ever. City of Kingston is part of a strong network of more than 1,100 corporate, government, and not-for-profit organisations that have taken goodwill and intention, and transformed it into action.

Implementing an Innovate RAP signals City of Kingston's readiness to develop and strengthen relationships, engage staff and stakeholders in reconciliation, and pilot innovative strategies to ensure effective outcomes.

Getting these steps right will ensure the sustainability of future RAPs and reconciliation initiatives and provide meaningful impact toward Australia's reconciliation journey.

Congratulations City of Kingston on your Innovate RAP and I look forward to following your ongoing reconciliation journey.

Karen Mundine

Chief Executive Officer

Reconciliation Australia

## Our Vision for Reconciliation

The City of Kingston's vision for reconciliation is to have a unified community through respecting and embracing Aboriginal and Torres Strait Islander peoples by recognising their wisdom and honouring their cultures.

The council will strive to provide a space for Aboriginal and Torres Strait Islander peoples in which they can reach their full potential by feeling culturally safe through highly valuing their health and wellbeing as a collective community. As well as acknowledging the special relationship Aboriginal and Torres Strait Islander peoples have with the land, committing to the protection of storytelling and aiming to continuously educate the community through advocacy, policies and programs about this intrinsic connection.

We are committed to the following five principles developed out of consultation with local Aboriginal and Torres Strait Islander residents and staff across the City of Kingston:

**Respect** – We will respect Aboriginal and Torres Strait Islander cultures, values and beliefs, treating everyone equally. This will be done through respecting cultural diversity and creating a respectful environment to all people.

**Understanding** – We will strive to understand the spiritual and historical connection to the land that Aboriginal and Torres Strait Islander peoples have through providing the opportunity to be educated to increase our knowledge.

**Truth** – We will acknowledge the true history of Australia and its Aboriginal and Torres Strait Islander peoples in all opportunities possible. We will also continue to support the healing caused by Australia's true history and acknowledge past injustices.

**Communication** – We will be transparent and authentic in our communication with Aboriginal and Torres Strait Islander residents and Traditional Owners. We will communicate in a culturally sensitive way and continue to educate ourselves through cultural awareness training to ensure we are further educated in how we communicate.

**Engagement** – We will continue to engage in a meaningful way with Aboriginal and Torres Strait Islander residents and Traditional Owners. Through ongoing, active engagement we will ensure this relationship is respectful and long lasting.

## Our Overarching Guidance

### Reconciliation Australia RAP Framework

The City of Kingston's RAP is based on Reconciliation Australia's framework and provided advice. According to Reconciliation Australia's vision, a reconciled Australia is based on progressing five key dimensions: race relations; equality and equity; institutional integrity; unity; and historical acceptance.

1. **Race Relations:** Positive two-way relationships built on trust and respect exist between Indigenous and non-Indigenous Australians throughout society.
2. **Equality and Equity:** Indigenous Australians participate equally and equitably in all areas of life and the distinctive individual and collective rights and cultures of Indigenous peoples are universally recognised and respected.
3. **Institutional Integrity:** Political, business and community institutions actively support all dimensions of reconciliation.
4. **Unity:** Indigenous histories, cultures and rights are a valued and recognised part of a shared national identity and, as a result, there is national unity.
5. **Historical Acceptance:** There is widespread acceptance of our nation's history and agreement that the wrongs of the past will never be repeated — there is truth, justice, healing and historical acceptance.

The RAP provides Council with a strategic and structured approach in order to progress on its reconciliation journey. This is done both internally and externally through building respectful relationships and meaningful opportunities with Aboriginal and Torres Strait Islander peoples.

Reconciliation Australia provides four types of RAP's which include: Reflect, Innovate, Stretch, and Elevate. Kingston is starting our RAP journey with an Innovate RAP.

- **Reflect: Scoping capacity for reconciliation**  
Reflect RAPs are for 12 months and are for organisation's new to reconciliation and unsure how to get started. They set out steps to prepare organisations for reconciliation initiatives in future RAPs.
- **Innovate: Implementing reconciliation initiatives**  
An Innovate RAP is for a two-year timeframe and outlines actions for achieving an organisation's vision for reconciliation. Innovate RAP commitments allow an organisation to gain a deeper understanding of its sphere of influence and establish the best approach to advance reconciliation.

It was advised by Reconciliation Australia that the City of Kingston pursue an Innovate Reconciliation Action Plan due to the previous work undertaken through the Aboriginal Policy and Action Plan 2014-2019.

- **Stretch: Embedding reconciliation**

A Stretch RAP spans a two-to-three-year period and is focused on longer-term strategies that work towards defined measurable targets and goals. It is best suited for organisations that have developed a very strong approach to advancing reconciliation.

- **Elevate: Leadership in reconciliation**

An Elevate RAP is for organisations that have a proven track record of embedding effective RAP initiatives in their organisation through Stretch RAPs and are ready to take on leadership to advance national reconciliation.

## Self-determination

The City of Kingston acknowledges that through reconciliation the concept of self-determination is a core aspect of all work in the space. The Victorian Aboriginal and Local Government Action Plan explains:

“At its core, self-determination is about Aboriginal people being at the centre of decision-making around the issues that directly affect their lives. In practice this means a substantive transfer of decision-making power from government to Aboriginal peoples. A policy of self-determination recognises that the ongoing impact of colonisation is still being felt today; that Aboriginal people themselves are best positioned to address issues in their communities; and that the resilience, strength and resourcefulness of Aboriginal Victorians represents an enormous opportunity to build a healthy and prosperous future.”

### Guiding Principles as outlined in the Victorian Aboriginal and Local Government Action Plan

The Victorian Aboriginal Affairs Framework 2018-23 sets out 11 guiding principles of self-determination as a ‘common language’ for what self-determination means in practice:

1. Human rights: Self-determination initiatives honour the norms set out in UNDRIP (The United Nations Declaration on the Rights of Indigenous Peoples) and Victoria’s Charter of Human Rights and Responsibilities Act 2006.
2. Cultural integrity: As First Nations peoples, the rich, thriving cultures, knowledge and diverse experiences of Aboriginal people, including where they fit with family, community and society, will be recognised, valued, heard and celebrated.
3. Commitment: Aboriginal self-determination will be advanced and embedded through planned action that is endorsed by, and accountable to, all parties.
4. Aboriginal expertise: Government and agencies will seek out, value and embed Aboriginal culture, knowledge, expertise and diverse perspectives in policies and practice.

5. Partnership: Partnerships will advance Aboriginal autonomy through equitable participation, shared authority and decision-making, and will be underpinned by cultural integrity.
6. Decision-making: Decision-makers will respect the right to free, prior and informed consent and individual choice and will prioritise the transfer of decision-making power to Aboriginal people in areas that impact their communities.
7. Empowerment: Aboriginal people will have autonomy and participation in the development, design, implementation, monitoring and evaluation of legislation, policies and programs that impact their communities.
8. Cultural safety: Programs and services accessed by Aboriginal people will be inclusive, respectful, responsive and relevant, and informed by culturally safe practice frameworks.
9. Investment: Investment to support self-determination will be sustainable, flexible and appropriate to strengthen Aboriginal peoples' aspirations and participation, including around economic participation, economic independence and building wealth.
10. Equity: Systemic and structural racism, discrimination and unconscious bias and other barriers to Aboriginal self-determination will be actively identified and eliminated.
11. Accountability: All parties responsible for delivering outcomes involving Aboriginal people will be held accountable and subject to Aboriginal-led, independent and transparent oversight.



## Our Business and Community

### The City of Kingston

The City of Kingston is a metropolitan area-based, representative local government that is in the South-East region of Melbourne. Local government provides, advocates, develops and upholds strategic partnerships to ensure the delivery of a range of services to community members. These services include a range of community and health services, and the management of local community infrastructure.

Kingston council employs 1,450 diverse people that is inclusive of full-time, part-time and casual employees. Currently the City of Kingston has no formal way to recognise Aboriginal and Torres Strait Islander employees that exist within the council. However, Council has two identified Aboriginal roles: Indigenous Portfolio Officer and Derrimut Weelam Gathering Place Officer.

The City encompasses a total land area of 91 square kilometres, is a residential and industrial area, with substantial areas of open space. Kingston is a diverse community with a current estimated resident population of 162,500, spanning a wide range of ages, household types and cultures. The municipality includes the suburbs of:

- Aspendale
- Aspendale Gardens
- Bonbeach
- Braeside
- Carrum
- Chelsea
- Chelsea Heights
- Cheltenham
- Clarinda
- Clayton South
- Dingley Village
- Edithvale
- Heatherton
- Highett
- Mentone
- Moorabbin
- Mordialloc
- Oakleigh South
- Parkdale
- Patterson Lakes
- Waterways

Services that the City of Kingston provides include the following:

- Transport and infrastructure services
- Municipal health planning, monitoring of food safety and public health
- Maternal child and health services
- Delivery of immunisation
- Community services including family, children and youth services, disability services, community planning and engagement, and home and community care
- Waste management services, environmental sustainability programs including greenhouse gas emissions, natural resource management and the Green Wedge

- Planning and building services such as land use regulation, economic development, place-making and urban design
- Sport, recreation and leisure services which includes, parks, playgrounds, open spaces and community spaces
- Arts, culture, library services, history and heritage
- Domestic animal management, local laws and emergency management services.

The City of Kingston is divided over 11 wards which include: Bunjil, Karkarook, Wattle, Caruana, Chicquita, Yammerbook, Sandpiper, Melaleuca, Long Beach, Como and Banksia.

The two municipal offices of the City of Kingston are located in Cheltenham and Mentone. Additionally, Council has numerous service sites including four community art centres; three cultural performing centres; thirty community meeting places; two depots; one leisure centre; nine libraries; two lifesaving clubs; four museums; ten community centres; three family and children centres; one Indigenous gathering place; ten maternal and child health centres and numerous parks and open spaces.

### The Derrimut Weelam Gathering Place

The City of Kingston is proud to work in partnership with Parkdale Secondary College to assist in developing and auspicing the Derrimut Weelam Gathering Place (DWGP). The DWGP is governed by a Steering Committee and a designated Development Officer who oversees and delivers the services provided out of the Gathering Place. Its purpose includes:

- To provide a space for the Kingston Koorie Mob to meet, and to learn about and celebrate their cultural heritage. The space will offer the Kingston Koorie Mob a sense of belonging and community, and provide respect for their identity and culture;
- To be a place of welcome for Aboriginal community members where they can connect, learn skills, learn from Aboriginal Elders and Traditional Owners, share cultural heritage and hear about local cultural history. It will be a space for creating dialogue and education around health and wellbeing for all ages of Aboriginal participants to close the gap in health, educational and economic outcomes between Aboriginal and non-Aboriginal people; and
- To be a resource for the broader Kingston community to learn about Aboriginal cultures, to promote Aboriginal cultural heritage and to strengthen community connections and connections to Traditional Owners.

Programming includes:

- Mums and Bubs group for Aboriginal families
- Regular talks from prominent Indigenous Australians
- Essential items distribution – groceries, clothing donations
- Free flu vaccination sessions

- Events recognising important dates across the calendar year - National Sorry Day, Mabo Day, Anniversary of 1967 Referendum, National NAIDOC (National Aboriginal and Islander Day Observance Committee) Week, National Reconciliation Week etc.

## Organisational Strategic Context

The City of Kingston's RAP is aligned with Council's broader strategic framework including:

- Our Roadmap Council Plan 2021-2025
- Public Health and Wellbeing Plan 2021-2025

Other strategic plans and policies that the RAP is supported within broadly include the Disability Action Plan, Multicultural Action Plan, Gender and Equality Action Plan, and the Prevention of Family Violence Action Plan. These plans all identify the relationship with diverse communities and the importance of Aboriginal and Torres Strait Islander representation throughout the key objectives.

### Our Roadmap Council Plan 2021-2025

The Council Plan is the City of Kingston's overarching strategic plan with the vision of: 'we are an inclusive, resilient community with a thriving economy, where we all share a safe, sustainable environment.'

The Council Plan has the following Guiding Principles:

- We acknowledge Aboriginal and Torres Strait Islander people and create an inclusive place for all to live, learn and work
- We will leave Kingston a better place than we found it
- We will work to improve our community's wellbeing
- We will work to address the challenges that come from climate change and population growth
- We will listen deeply to our community and engage them meaningfully in decision making
- We will make informed, evidence-based, impartial, and representative decisions
- We will speak up on behalf of our community
- We will act with kindness, compassion and integrity
- We will be accountable and transparent
- We will manage assets and finances responsibly

The Council Plan includes the following strategies that directly relates to Aboriginal and Torres Strait Islander peoples:

Strategic Direction: Healthy and Inclusive

Strategic Objective: We are progressive, inclusive and prioritise the wellbeing of all members of our community.

Strategies:

- Respect the important of Aboriginal and Torres Strait Islander people in Kingston and their connection to the land.
- Champion social equality.
- Celebrate and learn from our diversity.

#### Public Health and Wellbeing Plan 2021-2025

The *Public Health and Wellbeing Act 2008* requires local government in Victoria to 'protect, improve and promote public health and wellbeing within the municipal district' via the development of a Municipal Public Health and Wellbeing Plan every four years.

Kingston's Public Health and Wellbeing Plan (PHWP) 2021–2025 provides the strategic direction for Council's work to improve the health and wellbeing of the community. It is an overarching document that identifies priorities, objectives and performance measures to improve health and wellbeing.

The priorities and objectives of the PHWP are relevant and important to the work of all teams across Council. Kingston also has a range of social strategies and plans that focus on priority populations and disciplines to ensure the diverse needs of the Kingston community are met. Monitoring our performance measures in both the short and long term will tell us if we are on track to making positive changes for the health and wellbeing of our community.

The five key goals of Kingston's PHWP are:

Goal 1. A healthy and well community

Goal 2. A safe and secure community

Goal 3. A kind and connected community

Goal 4. A liveable community

Goal 5. An informed and empowered community

Council's Public Health and Wellbeing Plan includes the following objectives that directly relate to Aboriginal and Torres Strait Islander peoples:

1. A healthy and well community

1.3 Improve mental wellbeing

1.4 Reduce harm from alcohol and other drugs, smoking and gambling

## 2. A safe and secure community

### 2.3 Reduce the prevalence of family violence

## 3. A kind and connected community

### 3.3 Reduce discrimination

### 3.4 Increase inclusion, respect and belonging

## Child Safe Standards

The City of Kingston is committed to ensuring no children are harmed by staff, volunteers or work experience students – as required by the Victorian Government's Child Safe Standards.

The Child Safe Standards work to:

- prevent child abuse within our services, programs and facilities
- set clear expectations and training for staff, volunteers and work experience students
- ensure all suspected abuse is reported and fully investigated.

The Child Safe Standards are underpinned by the understanding that all children are vulnerable. However, some diverse groups of children may be more marginalised than others and require additional support to ensure their safety and participation needs are met.

This includes children:

- Who identify as Aboriginal and Torres Strait Islander;
- From culturally and linguistically diverse backgrounds; and
- Who have disabilities.

The City of Kingston is committed to promoting a culturally safe environment which respects and values the diversity, uniqueness, identity and experiences of Aboriginal and Torres Strait Islander children and young people.

Currently three of our Family and Children's Centres have Reconciliation Action Plans with Narragunnawali Reconciliation in Education. Council's Family and Children's Centres deliver high quality early years education and care services.

## Edithvale Family and Children's Centre

The Reconciliation Action Plan provides a platform of principles that guide current and future actions to protect and promote Aboriginal culture, heritage and the wellbeing of Aboriginal people in Kingston. Our vision is a future where Aboriginal and Torres Strait Islander people are recognised as being the First Nations People of Australia. Where all

Australians embrace the Elders past, present and future for the wisdom and knowledge they hold and share.

**Carrum Family and Children's Centre**

Our vision for reconciliation is to embed guiding principles that promote and build knowledge, understanding and appreciation of Aboriginal and Torres Strait Islander peoples' cultural heritages, histories and continuing contributions in Kingston and the wider Australian community. Our vision is a future where Aboriginal and Torres Strait Islander people are recognised and respected as the First Nations people of Australia and all Australians embrace the Elders past, present and future for the wisdom and knowledge they hold and share.

**Parkdale Family and Children's Centre**

The purpose of this Reconciliation Action Plan is to have a platform of principles that guide current and future actions to protect and promote Aboriginal and Torres Strait Islander cultural heritages and the wellbeing of Aboriginal and Torres Strait Islander people in Kingston. Our vision is a future where Aboriginal and Torres Strait Islander peoples are recognised as being the First Nations People of Australia and where all Australians embrace Elders past, present and future for wisdom and knowledge they hold and share.



## Our Reconciliation Action Plan

The City of Kingston has developed this Reconciliation Action Plan as we understand we have a large proportion of Aboriginal and Torres Strait Islander peoples living in our municipal district. We want to be able to support them and give them opportunities in order for us to take the necessary further steps towards reconciliation. Within Council we seek to ensure we are strategically encompassing and understanding the importance of this relationship with Australia's First Nations peoples.

### RAP Leadership

The RAP is internally championed by the Manager of Libraries and Social Development. The other two groups involved in the development and delivery of the RAP include the RAP Working Group and RAP Advisory Group.

The RAP Working Group is an internal Council group that is comprised of key staff from a diverse range of departments within council. The purpose of the group is to champion and oversee the development and implementation of the RAP and its proposed actions. This Group is led by the Indigenous Portfolio Officer who is the only Aboriginal and or/ Torres Strait Islander person on the Working Group.

Position	Department
Indigenous Portfolio Officer	Community Development
Manager Libraries and Social Development	Community Sustainability
Coordinator Community Development	Social Development
Team Leader Arts and Cultural Services	Arts and Cultural Services
Team Leader Family and Children's Centres	Family Youth and Children's Services
Manager Procurement and Contracts	Procurement and Contracts
Diversity and Inclusion Coordinator	People Support
Manager Parks and Open Space	Open Space
Foreshore Coordinator	Open Space
Team Leader Maternal, Child Health and Immunisation	Maternal, Child Health and Immunisation
Team Leader Communications	Communications

Team Leader Maintenance Contracts and Waste	Maintenance Contracts and Waste
Manager Compliance and Amenity	Compliance and Amenity

The RAP Advisory Group is comprised of community members that are Aboriginal and or Torres Strait Islander Traditional Owners, local Aboriginal and/or Torres Strait Islander residents. The group also includes community leaders and key stakeholders that have direct impact on the Aboriginal and Torres Strait Islander community. The purpose of the group is to:

- Advise and guide Council's RAP Working Group to plan, develop and implement the RAP.
- Work in collaboration with Council's RAP Working Group to support activities.
- Help to plan community engagement to achieve reconciliation goals and outcomes.
- Provide endorsement at key stages of development and implementation of the RAP.
- Assist with tracking progress, evaluating and reporting on the RAP.

Role in group	Profession
Community Leader	Regional Aboriginal Justice Advisory Committee
Community Leader	Bayside Community Health Services
Traditional Owner	Bunurong Land Council
Chairperson	City of Kingston Representative
Community Leader	City of Kingston Representative
Community Leader	Derrimut Weelam Gathering Place Representative
Community Leader	Koori Engagement Support Officer
Community Leader	Southern Primary Care Partnership
Local Resident	Community Member
Local Resident	Community Member
Local Resident	Community Member

## Developing our Reconciliation Action Plan

In March of 2020, the City of Kingston appointed Gundijtmara woman, Zali Mifsud as the Indigenous Portfolio Officer to oversee the development of the Reconciliation Action Plan. Additional responsibilities include supporting Council in developing meaningful relationships with the Aboriginal and Torres Strait Islander residents and consulting with the Traditional Owners of the municipal district. The position also works in partnership with other organisations within the City of Kingston to ensure a collaborative approach to reconciliation.

Community consultation for the Reconciliation Action Plan was facilitated by the Indigenous Portfolio Officer. Community consultations and discussions with the local Aboriginal and Torres Strait Islander residents and RAP Advisory Group took place online due to COVID-19 restrictions.

The Indigenous Portfolio Officer developed a survey to be sent to our Aboriginal and Torres Strait Islander residents. The survey was answered by 25 local residents (5% of our total identified population) and informed the first draft of the Reconciliation Action Plan as well as the vision for reconciliation.

The RAP Working Group is responsible for implementing the internal objectives and actions derived from the Reconciliation Action Plan and will advocate and support the organisation to continue its journey to reconciliation. The RAP Working Group will continue to meet regularly to implement the recommendations of the Reconciliation Action Plan.

The Reconciliation Action Plan is the City of Kingston's ongoing commitment to reconciliation with its Aboriginal and Torres Strait Islander residents and Traditional Owners.

## Our Reconciliation Journey

The City of Kingston has started and will continue to build upon its ability to support reconciliation throughout its lifetime. Although Council has always had the rights of Aboriginal and Torres Strait Islander peoples at heart, the journey to reconcile steadily begun in 2014.

Council identifies the imperative role it plays as a key community agency and a leader to strengthen and promote relationships between Aboriginal and Torres Strait Islander Peoples as well as all other community members.

In March of 2014 Council developed the Aboriginal Action Plan, a plan to begin Council's commitment to formally recognise the importance of Aboriginal and Torres Strait Islander peoples. The Plan included key actions for a diverse range of departments across Council to implement and led to numerous achievements including supporting the establishment of the Derrimut Weelam Gathering Place and the identified Indigenous Portfolio Officer position within Council.

At the conclusion of the Aboriginal Action Plan and the achievements it led to, Kingston Council decided it was ready to take a further step in the journey to reconciliation. The Indigenous Portfolio Officer role commenced in March of 2020, and the process of developing a Reconciliation Action Plan began with a key focus on continuing to build strong relationships, foundations, respect and opportunities.

On 11 November 2019, Council committed through formal endorsement to developing a Reconciliation Action Plan that would be registered and approved by Reconciliation Australia.

Through the process of developing the RAP, Council has continued to build new relationships as well as strength existing, with local Aboriginal and Torres Strait Islander peoples. We have continued to advocate and raise awareness to educate Council employees of Australia's First Nation people's as well as embed cultural protocols across Council. We have continued to support the Derrimut Weelam Gathering Place through auspicing the Korin Korin Balit Dijak funding and overseeing the Derrimut Weelam Gathering Place Development Officer.

**Other key dates on our journey include:**

2014-2019 - Aboriginal Policy and Action Plan

2014 - Acknowledgement of Country at all Council meetings

2014 – Kingston Indigenous Walking Trail

2014 – Implemented Flags at significant sites

2014 – Indigenous Garden at Attenborough Park

2013-2019 – Inter Council Aboriginal Consultative Committee membership

2017 – Derrimut Weelam Gathering Place relationship

2017 – Acknowledgment of Country document endorsement

2019 – Commitment to developing a Reconciliation Action Plan

2020 – Commemorating WWII Service Men and Women documentary

2020 – Inclusion of Aboriginal Ward names

2020 – Indigenous Portfolio Officer (first identified position)

2020 – Derrimut Weelam Gathering Place Officer (second identified position)

2021 – Kingston Libraries designated week to Indigenous authors

## Achievement Case Studies

### WWII: Remembering Indigenous Service project – Case Study

The City of Kingston in May of 2020 received funding from the State Government to produce a documentary to recognise, acknowledge and remember Aboriginal and Torres Strait Islander people who served in the Australian Defence Forces since the 1860s. The funding aligned with the 75th Anniversary of the end of World War Two (WWII). The project was established in partnership with the Derrimut Weelam Gathering Place and launched at an online event on Wednesday 31 March 2020.

The interviewees of the project shared stories of direct family members that served in WWII. Interviewees included:

- Des Chatfield, local Indigenous Elder
- Andrew Peters, Wurundjeri, Yorta Yorta
- Judith Jackson, Gunggari Elder
- Jacqueline Kenward, Gunggari Elder

### Kingston Libraries Bookmark Competition - Case Study

In May of 2020, Kingston Libraries hosted a community wide Bookmark Design Competition online due to COVID-19 restrictions. The competition was to celebrate Library and Information week and had an exciting 105 entries from children across Kingston. Conditions of entry were open to all children aged 5-17 who live, study, work or play in the City of Kingston.

Two entries by youth included beautiful designs and identified Aboriginal culture. Please see below:



Tayla Demko's bookmark 'When the moon and sun meet' was the winner of the 9-12 age group category. Her design was inspired by an upcoming trip to Darwin as she did research into the Indigenous culture and art galleries in the Northern Territory. Tayla has taken art classes for the past 5 years and has found a love for Aboriginal Art.

Keely Watkins' bookmark was entered in the 9-12 age group. The design showcases three elements of Aboriginal culture including storytelling, Aboriginal flag and fire.





## Our Actions

### 1. Relationships

The City of Kingston encourages, welcomes and embraces all diverse people. Council is committed to working relationships with and between Traditional Owners, community organisations and the local Aboriginal and Torres Strait Islander residents. Our relationships with Australia's First Nation Peoples are crucial in this commitment and as a Council we will ensure that we embrace and celebrate Aboriginal and Torres Strait Islander cultures.

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
1.1 Establish and maintain mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.	Meet with local Aboriginal and Torres Strait Islander stakeholders and organisations to develop guiding principles for future engagement.	November 2022	Manager Open Space
	Develop and maintain relationship with the state recognised Traditional Owners to support and develop stakeholder engagement plan.	November 2022	Manager Open Space
	Develop an engagement plan with the state recognised Traditional Owners of the land.	May 2023	Manager Open Space
	Develop a database of Aboriginal and Torres Strait Islander organisations for engagement across Council pillars and update annually.	November 2022, May 2023	Indigenous Portfolio Officer
	Continue to support the Derrimut Weelam Gathering Place as the executive support.	November 2022, 2023	Coordinator Community Development
	Assist in the relationships between Kingston schools and Kingston Koorie Mob to strengthen the unique program of	November 2022, 2023	Coordinator Community Development

	activities and engagement of Aboriginal youth in schools across Kingston.		
1.2 Build relationships through celebrating National Reconciliation Week (NRW). By providing opportunities to build and maintain relationships between Aboriginal and Torres Strait Islander peoples and other Australians.	Circulate Reconciliation Australia's NRW resources and reconciliation materials to our staff.	27 May – 3 June 2022 and 2023	Indigenous Portfolio Officer, Arts and Culture, Diversity and Inclusion Coordinator
	Organise at least one internal event for NRW each year.	27 May – 3 June 2022 and 2023	Indigenous Portfolio Officer, Arts and Culture, Diversity and Inclusion Coordinator
	Organise an external community-wide NRW week event with the state recognised Traditional Owners of the land.	27 May – 3 June 2022 and 2023	Indigenous Portfolio Officer & Diversity and Inclusion Coordinator
	Support an external NRW event through the Derrimut Weelam Gathering Place.	May 2022 and 2023	Indigenous Portfolio Officer
	Register Council events on both the Reconciliation Victorian and Reconciliation Australian websites.	May 2022 and 2023	Team Leader Communications
	Internally encourage council's individual teams to actively participate in NRW.	May 2022 and 2023	Diversity and Inclusion Coordinator & Indigenous Portfolio Officer
	Committing the RAP Working Group to attend an external NRW event.	May 2022 and 2023	Indigenous Portfolio Officer

	Encourage the RAP Advisory Group to attend an external NRW event.	May 2022 and 2023	Indigenous Portfolio Officer
1.3 Raise internal and external awareness of our RAP to promote reconciliation across our organisation and sector.	Explore opportunities to positively influence our external stakeholders to drive reconciliation outcomes.	May 2022	Indigenous Portfolio Officer
	Collaborate with RAP and other like-minded organisations to develop ways to advance reconciliation.	June 2022	Indigenous Portfolio Officer
	Develop and implement strategy to communicate our RAP to all internal stakeholders.	November 2022	Indigenous Portfolio Officer
	Develop and implement strategy to communicate our RAP to all internal stakeholders.	April 2022	Indigenous Portfolio Officer
	Promote Reconciliation through ongoing active engagement with all stakeholders.	July, August, November 2022, 2023	Indigenous Portfolio Officer
	Review and update Council's web page on Aboriginal heritage and reconciliation.	December 2022	Team Leader Communications
	Publish RAP on Council Website.	May 2022	Team Leader Communications
	Promote and encourage early learning centres in the LGA to develop RAP through the Narragunnawali platform.	December 2022	Indigenous Portfolio Officer
1.4 Promote positive race relations through anti-discrimination strategies.	Conduct a review of HR policies and procedures to identify existing anti-	May 2022, May 2023	Diversity and Inclusion Coordinator

	discrimination provisions, and future needs.		
	Develop, implement and communicate an anti-discrimination policy for Kingston Council.	October 2022	Indigenous Portfolio Officer & Diversity and Inclusion Coordinator
	Engage with Aboriginal and Torres Strait Islander staff and/or Aboriginal and Torres Strait Islander advisors to consult on our anti-discrimination policy.	December 2022	Indigenous Portfolio Officer
	Educate senior leaders on the effects of racism.	June 2023	Indigenous Portfolio Officer & Diversity and Inclusion Coordinator

## 2. Respect

Respect is one of the five principles that the City of Kingston have committed to in our vision for Reconciliation. Council will respect Aboriginal and Torres Strait Islander cultures, values and beliefs through treating everyone equally and respecting cultural diversity. This will be done through respecting cultural diversity through creating a respectful environment to all people.

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
2.1 Engage the City of Kingston staff in cultural learning opportunities to increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights.	Implement Aboriginal and Torres Strait Islander cultural awareness training for all employees within Council.	July 2022	Libraries and Social Development
	Consult local Traditional Owners and/or Aboriginal and Torres Strait Islander advisors on the development and implementation of a cultural learning strategy.	August 2022	Diversity and Inclusion Coordinator

	Conduct a review of cultural learning needs within our organisation.	November 2022	Indigenous Portfolio Officer
	Provide the opportunity for the RAP Working Group and Advisory Group to participate in formal and structured cultural awareness and learning.	August 2022	Diversity and Inclusion Coordinator
	Develop and implement an annual cultural awareness training plan for employees across the organisation the identifies and defines cultural needs of employees.	November 2022	Diversity and Inclusion Coordinator
	Explore trialling Reconciliation Australia's Share Our Pride online tool across three Community Wellbeing departments.	March 2023	Team Leader Communications
	Investigate the opportunity to electronically fund transfer- Registered Aboriginal Party officer.	March 2023	Manager Open Space
	Host an annual education session for staff with the Registered Aboriginal Party officer.	June 2022, June 2023	Manager Open Space
2.2 Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocol such as a Welcome to Country and Acknowledgment of Country to ensure there is shared meaning.	Increase staff's understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.	May 2022	Indigenous Portfolio Officer
	Develop, implement and communicate a cultural protocol document, including protocols for Welcome to Country and Acknowledgement of Country.	May, June, November 2022, 2023	Diversity and Inclusion Coordinator

	Invite a local Traditional Owner or Custodian to provide a Welcome to Country or other appropriate cultural protocol at significant events each year.	June 2022	Community Development and Manager Libraries and Social Development
	Include an Acknowledgement of Country or other appropriate protocols at the commencement of important meetings.	June 2022	Indigenous Portfolio Officer
	Develop a list of key contacts for organising a Welcome to Country and maintaining respectful partnerships.	June 2022	Indigenous Portfolio Officer
	Organise and display an Acknowledgment of Country sticker in all Council buildings.	June 2022	Team Leader Arts and Culture
	Investigate opportunities to implement Acknowledgment of Country on Public art works.	May 2022	Team Leader Arts and Culture
	Review and update current Aboriginal cultural heritage sites.	July 2022	Manager Open Space
	Review naming of streets, parks, gardens and other significant sites.	August 2022	Indigenous Portfolio Officer
2.3 Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week.	Review employee policies to ensure that there are no barriers to the participation of all staff in NAIDOC week events.	March 2023	Diversity and Inclusion Coordinator
	Advocate and provide opportunities for all Aboriginal and or Torres Strait Islander staff to participate with their cultures and communities during NAIDOC Week.	July 2022, 2023	Manager Libraries and Social Development
	Raise awareness and distribute information to staff of the meaning of NAIDOC.	July 2022, 2023	Indigenous Portfolio Officer



	Support an external NAIDOC event.	July 2022, 2023	Diversity and Inclusion Coordinator
	Support the external DWGP NAIDOC week event.	July 2022, 2023	Indigenous Portfolio Officer
	RAP Working Group to participate in an external NAIDOC Week event.	July 2022, 2023	Indigenous Portfolio Officer
	Promote and encourage participation in external NAIDOC events to all staff.	July 2022, 2023	Indigenous Portfolio Officer
2.4 Celebrate and recognise Aboriginal and Torres Strait Islander dates of significance.	Develop and promote a calendar of significant Aboriginal and Torres Strait Islander dates to be promoted on council's website.	February 2023	Team Leader Communications
	Promote Aboriginal and Torres Strait Islander authors and reading list at our local library.	March 2023	Manager Libraries and Social Development
	Explore activities that are designed to engage the residents of Kingston to learn about dates of significance.	March 2023	Manager Libraries and Social Development
	Investigate becoming a partner of the Indigenous Literacy Foundation.	June 2022	Manager Libraries and Social Development
2.5 Create a culturally safe workplace within all Kingston buildings.	Consultant to undertake an audit of Council's Town Hall building to assess and recommend ways to make Council's facilities and service areas culturally inclusive and safe for Aboriginal and Torres Strait Islander peoples. (Audit to include Service Centre, Library and Art Gallery).	June 2022	Team Leader Arts and Culture

	Make council facilities a culturally safe space through inclusion of at least one piece of Aboriginal artwork in each place.	November 2022	Team Leader Arts and Culture
	Implement additional flags at Town Hall	November 2022	Indigenous Portfolio Officer
	Implement additional flags at important locations (Dingley memorial).	August 2023	Indigenous Portfolio Officer
	Ensure all managers of First Nations employees undertake cultural training.	November 2022	Indigenous Portfolio Officer
	Develop a feedback mechanism for staff to safely provide feedback on workplace culture.	September 2022	Indigenous Portfolio Officer

### 3. Opportunities

The City of Kingston acknowledges the importance of diversity, therefore will actively advocate in the interest for Aboriginal and Torres Strait Islander Peoples. Council is committed to ensuring equal opportunity and to work in partnership with Aboriginal and or Torres Strait residents and staff in decision making processes to ensure equality.

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
3.1 Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development.	Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities (Diversity and Inclusion Strategy).	May 2023	Diversity and Inclusion Coordinator
	Engage with Aboriginal and Torres Strait Islander staff to consult on Kingston's recruitment, retention and professional development processes.	August 2022	Diversity and Inclusion Coordinator

	Develop and implement an Aboriginal and Torres Strait Islander recruitment and retention strategy.	June 2023	Indigenous Portfolio Officer
	Advertise job vacancies to effectively reach Aboriginal and Torres Strait Islander stakeholders.	March 2023	Diversity and Inclusion Coordinator
	Review HR and recruitment procedures and policies to remove barriers to Aboriginal and Torres Strait Islander participation in the workplace.	May 2022	Diversity and Inclusion Coordinator
	Increase the percentage of Aboriginal and Torres Strait Islander staff employed in Kingston's workforce.	August 2023	Diversity and Inclusion Coordinator
	Position descriptions to include a commitment to working with Aboriginal and Torres Strait Islander peoples and towards Reconciliation.	May 2022	Diversity and Inclusion Coordinator
3.2 Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.	Review and update Kingston's procurement policy to include Aboriginal and Torres Strait Islander section.	August 2022	Manager Procurement and Contracts
	Investigate Supply Nation membership.	April 2023	Indigenous Portfolio Officer
	Develop and communicate opportunities for procurement of goods and services from Aboriginal and Torres Strait Islander businesses to staff that can be used to procure goods and services.	August 2023	Manager Procurement and Contracts

	Review and update procurement practices to remove barriers to procuring goods and services from Aboriginal and Torres Strait Islander businesses.	August 2022	Manager Procurement and Contracts
	Develop at least one commercial relationship with an Aboriginal and/or Torres Strait Islander business.	June 2023	Manager Procurement and Contracts
3.3 Maximise arts opportunities for Aboriginal and Torres Strait Islander artists.	Review and update the Arts and Cultural Strategy to ensure opportunities for Aboriginal and Torres Strait Islander artists is included.	January 2023	Team Leader Arts and Culture
	Consult with relevant stakeholders to gain feedback and advice to inform the development of the updated Arts and Cultural Strategy.	November 2022	Team Leader Arts and Culture
3.4 Support the development of cultural engagement programs for local Aboriginal and Torres Strait young peoples to support education about local Aboriginal history and culture.	Investigate further opportunities to engage Aboriginal and/or Torres Strait Islander residents in council run programs.	November 2022	Team Leader Family, Youth and Children's services
	Educate and promote educational resources to early educators within the council	June 2022	Team Leader Family, Youth and Children's services

#### 4 Governance, tracking and reporting

ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
4.1 Establish and maintain an effective RAP Working Group (RWG) to drive governance of the RAP.	RAP Advisory and working group to oversee the development, endorsement and implementation of the RAP.	April 2022	Indigenous Portfolio Officer

	Develop RAP Advisory and Working Group Terms of Reference.	April 2022	Indigenous Portfolio Officer
	Ensure Aboriginal and Torres Strait Islander peoples are represented on the RAP Working Group to oversee the development, implementation and evaluation of the RAP's lifetime.	May, July, September, November, April 2022, 2023	Indigenous Portfolio Officer
	RAP working group to meet bi-monthly to monitor and report on the RAP implementation.	April, June, August, September 2022, 2023	Indigenous Portfolio Officer
	Review and update the RAP Advisory and Working Groups Terms of Reference.	January 2023	Indigenous Portfolio Officer
4.2 Provide appropriate support for effective implementation of RAP commitments.	Define resource needs for RAP implementation.	April 2022, 2023	Indigenous Portfolio Officer
	Engage senior leaders and other staff in the delivery of RAP commitments.	May 2022, 2023	Indigenous Portfolio Officer
	Define and maintain appropriate systems to track, measure and report on RAP commitments.	November 2022, 2023	Indigenous Portfolio Officer
	Appoint and maintain an internal RAP Champion from senior management.	April 2022	Indigenous Portfolio Officer
4.3 Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally.	Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia.	September 2022, 2023	Indigenous Portfolio Officer
	Report RAP progress to all staff and senior leaders quarterly.	November 2022	Manager Libraries and Social Development

	Publicly report our RAP achievements, challenges and learnings, in the 'Corporate Annual Report'.	November 2022, 2023	Manager Libraries and Social Development
	Investigate participating in Reconciliation Australia's biennial Workplace RAP Barometer.	November 2022	Communications Team Leader
4.4 Continue our reconciliation journey by developing our next RAP.	Register via Reconciliation Australia's <a href="#">website</a> to begin developing our next RAP.	November 2022	Indigenous Portfolio Officer

## Contact details

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## **10. Infrastructure and Open Space Reports**

26 April 2022

**Agenda Item No: 10.1**

## **LANDFILL SERVICES UPDATE**

**Contact Officer: Tim Scott, Team Leader Maintenance Contracts and Waste**

### **Purpose of Report**

This report provides an update on the existing landfill services contract, provides information around the proposed landfill levy increases and requests an increase to the approved financial delegation for this service for the current financial year.

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

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

### **RECOMMENDATION**

That Council:

1. Note the information contained within this report; and
2. Council vary the Instrument of Delegation dated 23 August 2021 regarding financial delegation of the CEO in relation to the contract for Landfill Services for 2021/22 to \$4.7M excluding GST.

### **1. Executive Summary**

The Council Landfill Services contract has been in operation since 1 April 2021 and is a common gate fee contract with the Metropolitan Waste and Resource Recovery Group (MWWRG). The contract allows Council to dispose of all municipal waste collected from residential garbage bins.

The disposal costs are subject to the Landfill Levy which has increased significantly in the last few years and will increase again in the 2022/23 Financial Year. This report provides information on the Landfill Levy costs and seeks to vary the existing Instrument of Delegation to approve the expenditure for this specific contract to \$4.7M excluding GST. in line with budget allocations.

### **2. Background**

The collection of red lidded garbage bins produces approximately 27,000 tonnes annually of municipal waste that is currently being disposed of using the MWWRG Landfill Services contract, that was approved at the 22 February 2021 Ordinary Council Meeting, where Council resolved :

*That Council delegate the Chief Executive Officer the authority to execute Agreements with Metropolitan Waste and Resource Recovery Group, Cleanaway Pty Ltd and Suez Recycling and Recovery Pty Ltd for the provision of Landfill Services under a common gate fee arrangement on a 4-year guaranteed basis for a 4-year term commencing on 1 April 2021 at an estimated cost of \$3.45M in 2021/22.*

*This is a common gate fee contract where all of the participating Councils pay the same fee per tonne regardless of which disposal facility is used.*

The estimated cost of \$3.45M in the February 2021 Council Resolution did not include the additional Landfill Levy costs for the 2021/22 Financial Year. There are also further Landfill Levy increases that will occur in the 2022/23 Financial Year.

### 3. Discussion

#### 3.1 Council Plan Alignment

Strategic Direction: Sustainable - We prioritise our environment and reduce our impact on the earth.

Strategy: consider environmental sustainability in all Council decisions

The provision of a waste disposal system for residents is a fundamental Council service with municipal garbage collection being a critical component of Council's current three bin system. The Landfill Services contract provides long term security for Council to dispose of any kerbside collected municipal garbage that cannot be recycled or reprocessed further.

#### 3.2 Consultation/Internal Review

Council participates in quarterly Landfill Services user group meetings chaired by the Metropolitan Waste and Resource Recovery Group (MWRRG) that involve all participating Councils along with landfill operators Cleanaway and Suez. These meetings cover all issues related to the landfill services contract for all parties including anticipated changes to the Landfill Levy. Also discussed are projected tonnages, current and future service provisions by all Councils and the way an equitable system can be delivered.

The *Recycling Victoria: A New Economy* paper released in February 2020 includes an 80% target for the diversion of waste materials from landfill by 2030. The Landfill Services contract is a critical component of disposing of any materials that cannot be recycled or reprocessed further.

#### 3.3 Operation and Strategic Issues

##### 3.3.1 Existing Tonnages

The existing landfill tonnages produced by Council have remained relatively stable at 27,767 tonnes per annum following the initial drop recorded after the Food Waste Recycling program was introduced in July 2020. The Food Waste Recycling program has seen a decrease in Landfill tonnages with an increase in Organics material collected of 4,000 tonnes per annum.

Financial Year	Tonnage	Cost
2019/20	29,087	\$3.68M
2020/21	27,767	\$3.51M

The 2020/21 and 2021/22 Financial Years have also seen a period of significant community change with many residents working from home for large periods of time due to the Covid-19 pandemic.

The long-term effect of this change will have an impact on collection tonnages and potentially result in an increase if residents are spending more time at their residential property during the business day with a hybrid working from home

model. As the introduction of the Food Waste Recycling program coincided with more residents working from home due to Covid-19, it is difficult to separate the effects of each factor.

### 3.3.2 Landfill Levy Increases

The disposal cost paid to the Landfill Operators has remained relatively stable, while the Landfill Levy costs per tonne of material have increased significantly.

<b>Financial Year</b>	<b>2020/21</b>	<b>2021/22</b>	<b>2022/23</b>
Landfill Levy (per tonne)	\$65.90	\$105.90	\$125.90
Estimated Landfill Levy payments (based on conservative 28,000t)	\$1.85M	\$2.97M	\$3.53M
Disposal Cost	\$1.67M	\$1.72M	\$1.77M
<b>Total Cost to Council</b>	<b>\$3.52M</b>	<b>\$4.69M</b>	<b>\$5.30M</b>

Table 2. Landfill Gate fees and Costs

The Council budget for the 2021/22 Financial Year is \$4.56M for Landfill Services and any additional expenditure will be funded from the broader waste services budget.

As indicated in Table 2: Landfill Gate fees and Costs, there will be a further increase in the Landfill Levy for the 2022/23 Financial Year of approximately \$600K.

## 3.4 Options

### 3.4.1 Increase Landfill Services spending delegation

To fully fund the Landfill Services contract, an increase is required in the approved financial delegation. It is proposed to increase the estimated cost for Landfill Services in the 2021/22 FY to \$4.7M in line with the approved budget.

## 4. Conclusion

### 4.1 Environmental Implications

The use of landfills for the disposal of municipal garbage has negative environmental impacts of odour, amenity and traffic issues for nearby residents during the active operation of landfilling. The long-term effects of landfilling involve ongoing greenhouse gas production, contamination of soils and potentially local groundwater.

The bulk hauling of waste from the transfer station in Dandenong South to the Melbourne Regional Landfill in Ravenhall also creates greenhouse gases through the use of heavy vehicles to move the material across Melbourne. This environmental impact needs to be recognised in any decision to use the transfer station facility.

Ultimately landfilling at current volumes is required for at least the next 4 years or until another waste processing solution is operational. Disposal of waste material is the least preferred solution to managing any resource, however this currently remains the only

method to deal with waste volumes produced at a municipal scale in metropolitan Melbourne.

#### **4.2 Social Implications**

The amenity concerns arising from the use of landfills are well understood for Kingston residents with several closed landfills creating historical community concerns for Council. The use of Cleanaway or SUEZ sites creates the same range of amenity concerns for nearby communities regardless of which site is preferred. The SUEZ site is located closer to residential properties while the Cleanaway landfill is located in the Western suburbs of Melbourne.

#### **4.3 Resource Implications**

The Landfill Services contract involves a significant annual expense for Council and will also see increases in the State Government Landfill Levy over the next three financial years. Council will need to budget additional funds for landfill disposal with further increases in the Landfill Levy by 2022/23 regardless of landfill gate fees. This will require that Council maintain a cost-effective landfill disposal solution to assist in lowering the overall impact of waste services on Council's finances. The budget for the 2021/22 Financial Year is \$4.56M for Landfill Services and any additional expenditure will be funded from the broader waste services budget.

#### **4.4 Legal / Risk Implications**

The landfill services contract provides a disposal mechanism for the 28,000 tonnes of municipal garbage that is collected from more than 63,000 Kingston properties. This requires that a long-term contract is secured to avoid the potential of not having any disposal mechanism. A contract will allow residents to maintain confidence in the kerbside garbage service.

Author/s: Tim Scott, Team Leader Maintenance Contracts and Waste  
Reviewed and Approved By: Charles Turner, Acting Manager City Works  
Emily Boucher, Manager Open Space

26 April 2022

**Agenda Item No: 10.2**

### **DISC GOLF TRIAL - BICENTENNIAL PARK**

**Contact Officer:** Hannah Charman, Sport and Recreation Response Officer  
James Prideaux, Team Leader Sport and Recreation

#### **Purpose of Report**

The purpose of this report is to respond to Council Resolution 9/2021 at the May 2021 Council meeting for a Disc Golf trial at Bicentennial Park in Chelsea.

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

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

#### **RECOMMENDATION**

That Council:

1. Note the outcomes, feedback and data gained from the trial at Bicentennial Park which supports the provision of a new permanent course in the south of Kingston;
2. Endorse the allocation of \$40,000 to engage a sports consultant to undertake preliminary planning and detailed site feasibility assessment in the south of Kingston, including a cost plan to develop a permanent course; and
3. Receive a further report at the June 2022 Council Meeting on the outcomes of the feasibility assessment which will provide a preferred location, concept plan of the course layout, and cost plan for a permanent Disc Golf facility in the south of Kingston for consideration.

#### **1. Executive Summary**

*Notice of Motion 9/2021 for a Disc Golf trial at Bicentennial Park in Chelsea at the September 2021 Council Meeting, Council resolved that:*

1. *Endorse a Disc Golf trial at Bicentennial Park in Chelsea to be run in October/November 2021 or later (subject to Covid restrictions); and*
2. *Receive a report with a summary of the trial outcomes, assessing the need and possible future locations and cost implications for a second permanent Disc Golf facility in Kingston.*

Over three weekends in February 2022, Active Kingston worked in partnership with the Melbourne Disc Golf Club to plan and facilitate the Disc Golf trial at Bicentennial Park, Chelsea. During the 6 day trial, temporary baskets were erected to form a mini course, with feedback collected and collated from the users through QR codes and surveys.



Conducting the trial Disc Golf Course at Bicentennial Park in Chelsea has provided a better understanding of the interest in providing less formal sport and recreation participation options in Kingston.

180 surveys were completed, with 100% of the feedback being positive about the activity and supportive of a permanent course being developed. Through the data gained, it is evident that there is a desire for less formal activity opportunities for a range of ages and abilities within the south of Kingston. This overwhelmingly positive feedback has demonstrated there is significant community interest in the installation of a second permanent disc golf course in Kingston's south.

To progress the process of establishing this course, a consultant will need to be engaged to conduct site feasibility studies, course layout designs, risk assessments, costings and environmental implications. Once a suitable site is determined, community consultation will be undertaken prior to proceeding.

## **2. Background**

Kingston's first Disc Golf course was established at Bald Hill Park in Clarinda in 2019 and has been very popular and well utilised since it opened. The course was designed in conjunction with the Melbourne Disc Golf Club and was built to meet both the needs of players for competitions, as well as regular and casual users. The ongoing maintenance costs for the facility and infrastructure are low after installation, with graffiti removal being the biggest cost.

A QR code check was installed at Bald Hill Park and over a three-month period from January to April 2021 reflected 400 check ins (1,000 players at Bald Hill) from 88 different postcodes. Melbourne Disc Golf have 73 members and typically have 30-40 attend the social days run once a month at Bald Hill Park.

Disc Golf is a free activity that can be enjoyed by all ages and abilities and is a great family friendly activity. This activity aligns with Council's Sport and Recreation Strategy and Health and Wellbeing Plan, encouraging a healthy, active lifestyle connected to our local community.

The trial at Bicentennial Park was used to gauge interest about whether a permanent disc golf course should be installed in the south of Kingston. The trial was due to take place in November 2021 however was delayed due to Covid-19 restrictions and feasibility to conduct a safe trial course at that time. February 2022 was determined as the next best time to facilitate the trial and give enough lead time to advertise and promote the course once restrictions had eased. It has enabled officers to receive community feedback, understand community needs, analyse and review data to address the desire for a permanent course. It also allowed officers to understand potential impacts with existing activities at Bicentennial Park in Chelsea.

## **3. Discussion**

### **3.1 Council Plan Alignment**

Strategic Direction: Healthy and inclusive - We are progressive, inclusive and prioritise the wellbeing of all members of our community.  
Strategy: support our community's physical wellbeing

The 2018 Kingston Sport and Recreation Strategy and Council's 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.

### 3.2 Consultation/Internal Review

A trial mini course consisting of temporary disc golf baskets was set up at Bicentennial Park in Chelsea with the assistance of Melbourne Disc Golf and in consultation with the Open Space team.

The trial, conducted over three weekends enabled officers to gauge the interest and suitability of a potential permanent Disc Golf course at either Bicentennial Park or another suitable location in the south of Kingston.

The interest levels were captured via feedback and data collection, as detailed in section 3.3.1 below. Following the success of the trial and positive feedback, a post feasibility study and broader consultation is proposed on potential site locations, course designs, cost and risk assessments prior to Council endorsing funding for a permanent disc golf course in the south of Kingston.

### 3.3 Operation and Strategic Issues

#### 3.3.1 Trial outcomes at Bicentennial Park

The aim of the trial was to raise awareness of Disc Golf through the 'come and try' days to gauge the level of interest in disc golf as a permanent activity in the south of Kingston. Conducting the trial in Bicentennial Park was extremely successful and attracted new recreational users to the park. It is acknowledged that a permanent course is viable and is a strongly desired option.

It is worth noting that there were no negative impacts on other users of the park or on any other activities or permanent features within the park during the trial.

The success of the trial was measured through usage numbers and feedback from the participants. Data was collected through QR codes linking to the survey, handwritten surveys and first-hand onsite feedback and observations.

From the 3 weekends that the trial was conducted, 180 surveys were completed. Onsite observations suggest that there were many more participants over the trial period who did not fill in the survey. From analysing the surveys received, the following key data has been summarised:

- 100% of attendees would like to see a permanent disc golf course erected
- 65% of people were residents from Kingston
- 50% of participants attended with people who were under 16 years of age
- Not a single negative comment was received about the trial course
- 75% of participants were over the age of 31

The following quotes were received by participants:

- *'Disc golf is a great family activity and community sport'*
- *'It's great fun, brilliant way to meet new people'*
- *'It's affordable for most people'*
- *'We had a great time playing it. It would be a great addition to the park, attracting visitors from other areas as it is a central location, and encouraging people (especially young people) to be more active'*
- *'Even the 2yo and 3yo enjoyed it'*
- *'Excellent, social and great activity to do. Also allows for casual walking and exploring through the park'*
- *'I've lost 17kgs since starting to play disc golf in 2021'*

- *‘Such a great activity for exercise, getting out of home, social interaction with community’*

A report containing all the feedback and outcomes of the Disc Golf Trial Survey is attached (Refer Attachment 1)

Based on the positive feedback and overwhelming success of the trial, there is evidence to suggest a permanent course in the south of Kingston will strengthen health and social wellbeing, provide non-traditional recreational activities that involve all ages and abilities.

### 3.3.2 Value of Disc Golf

As a free activity, Disc Golf encourages social activity for all community members, ages and abilities. It is a sport that can be enjoyed by anyone, and participants can make it as intense or as leisurely as they wish. The basics of the sport are very easy to learn, and it can be easily adapted for those who are less mobile or have a disability. Families and groups can attend together, or participants can play on their own, and choose to complete as many or few holes as they like. Discs can be borrowed free of charge from local libraries within Kingston and returned once participants have finished the course.

### 3.3.3 Permanent Course Considerations

People have shown interest in Disc Golf with the participation at Bald Hill attracting users from a broad area. The trial in Bicentennial Park also attracted a range of users, most from within Kingston and within close proximity to the park.

In order for a permanent course to be installed, a site feasibility study will need to be undertaken to assess a range of fundamental aspects for a successful course, such as the amount of land required, undulating and interesting features to create challenge, and suitability for a range of users.

It is proposed a course design consultant be engaged to provide expert advice and carry out an assessment on sites, considering the key features of a course; course designs; risk assessments; and any potential environmental and soil contamination issues to provide a recommendation.

### 3.3.4 Course Location

The trial was located at Bicentennial Park in the area to the east of the playground. (Trial Map - Attachment 2) This area gave the trial maximum exposure to users of the park and provided a good test to determine the suitability of the area being part of a permanent course in the future.

There are potential risk and safety issues with the high level of other users at Bicentennial Park. The Park has many different activities that will have an impact on any potential permanent Disc Golf course. These include baseball, netball, playground, skate park, walking trails, dog off leash park and public events. A consultant will be engaged to undertake further planning following the trial, as well as looking at possible alternate sites that may be better suited.

### 3.3.5 Costing and summary for a permanent facility

Should the feasibility assessment for establishing a permanent disc golf course prove viable, the cost will be in the order of between \$150K-\$200K. This is based on the previous cost and implementation of the Disc Golf course at Bald Hill Park. However, final costs may vary depending on the site selected.

3.3.6 Timelines

The outcomes of the consultant's feasibility study findings will be incorporated into a report to be presented at the June 2022 Council Meeting. Based on the recommendation and preferred site, officers will carry out community consultation for 4 weeks during July/August and will then present a report at the 22 August 2022 Council meeting with outcomes and recommendations of a permanent course.

**4. Conclusion**

**4.1 Environmental Implications**

The sport of Disc Golf is a low impact activity requiring no site-specific environmental modifications. The site recommended for a permanent Disc Golf course will have limited impact on the environment i.e., no loss of vegetation.

The course will involve permanent baskets that will not impact the environment. If the preferred site for a permanent course was established at Bicentennial Park (a former landfill site), an environmental/contamination assessment to inform the management of risks due to soil contamination and other latent soil condition issues will take place. It is anticipated that any works would need to be strictly managed through an Environmental Management Plan.

There is likely to be additional costs associated with the management of any soil contamination issues with a permanent establishment of a Disc Golf course at Bicentennial Park or another location which maybe a former landfill site.

**4.2 Social Implications**

Data collection from the trial has proven the establishment of recreational and sporting facilities which respond to the interests of our community has resulted in positive social and wellbeing outcomes in Kingston. Provision of a low cost, informal sporting activities for residents in the south of the municipality broadens opportunities for participation in physical activity.

**4.3 Resource Implications**

Resources and cost for the planning, consultation, site assessment, soil investigations and preliminary design for a permanent course is in the order of \$40,000 for consultants to carry out the appropriate assessments as previously mentioned. In 2019, the cost to construct and implement the Bald Hill Course was \$138,000, however, prior to a confirmed permanent site and taking into account cost escalations for materials and labour, it is likely to be in the order of between \$150k - \$200k. There is no allowance in the capital works budget for this project.

**4.4 Legal / Risk Implications**

The provision of future management and maintenance of a permanent facility will be responsive to risk assessment requirements. Potential risk of Disc Golf as an activity causing personal injuries to other users or the park, and or damage to nearby private property such as parked cars or negatively impacting the experience of existing park users would be assessed.

Permanent signage would be installed around the park to advise park users of the course and activity taking place to mitigate health and safety issues.

## Appendices

Appendix 1 - Disc Golf Survey Results (Ref 22/75795) [↓](#)

Appendix 2 - Disc Golf Trial Layout Map Bicentennial Park (Ref  
\\KCHAPPSRV02\INFOCOUNCIL\Attachments\17  
38\15968\Disc Golf Trial Layout Map Bicentennial  
Park.pdf) - Excluded

Author/s: Hannah Charman, Sport and Recreation Response Officer  
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Emily Boucher, A/General Manager City Assets and Environment

# 10.2

## DISC GOLF TRIAL - BICENTENNIAL PARK

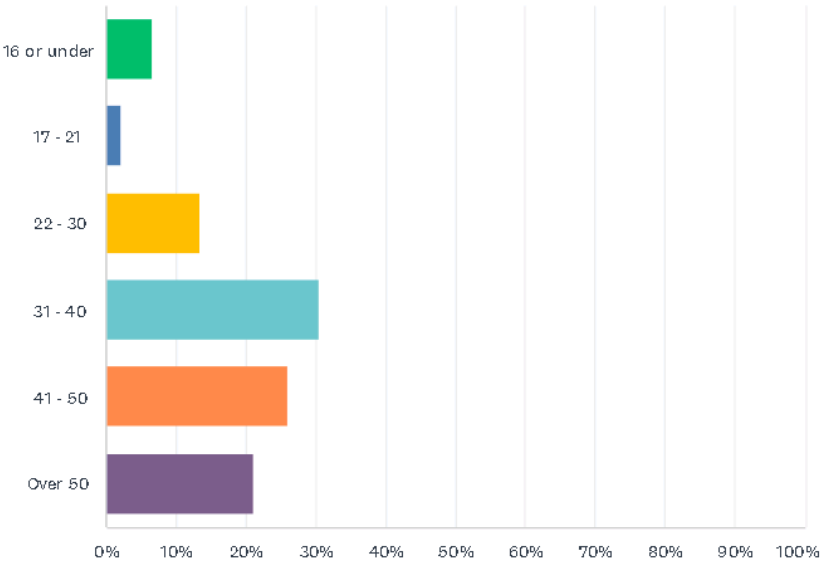
1	Disc Golf Survey Results.....	111
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Bicentennial Park Disc Golf Trial

Q1 How old are you?

Answered: 180    Skipped: 1



ANSWER CHOICES	RESPONSES	
16 or under	6.67%	12
17 - 21	2.22%	4
22 - 30	13.33%	24
31 - 40	30.56%	55
41 - 50	26.11%	47
Over 50	21.11%	38
TOTAL		180

## Bicentennial Park Disc Golf Trial

## Q2 How many other people did you attend with today?

Answered: 111 Skipped: 70

#	RESPONSES	DATE
1	3	2/22/2022 11:26 AM
2	2	2/22/2022 10:59 AM
3	4	2/22/2022 10:58 AM
4	4	2/22/2022 10:57 AM
5	4	2/22/2022 10:54 AM
6	1	2/22/2022 10:51 AM
7	2	2/22/2022 10:49 AM
8	1	2/22/2022 10:48 AM
9	2	2/22/2022 10:46 AM
10	2	2/22/2022 10:44 AM
11	1	2/22/2022 10:42 AM
12	2	2/22/2022 10:40 AM
13	2	2/22/2022 10:38 AM
14	1	2/22/2022 10:37 AM
15	2	2/22/2022 10:34 AM
16	1	2/22/2022 10:32 AM
17	2	2/22/2022 9:19 AM
18	Just me	2/20/2022 3:27 PM
19	2	2/20/2022 12:41 PM
20	7	2/20/2022 12:20 PM
21	6	2/20/2022 12:20 PM
22	6	2/20/2022 12:20 PM
23	4	2/20/2022 12:20 PM
24	4	2/20/2022 11:40 AM
25	4	2/20/2022 11:32 AM
26	2	2/20/2022 10:33 AM
27	2	2/20/2022 10:26 AM
28	3	2/20/2022 10:25 AM
29	0	2/19/2022 8:23 PM
30	3	2/19/2022 2:47 PM
31	4	2/19/2022 2:06 PM
32	7	2/19/2022 2:06 PM
33	8 all together	2/19/2022 2:06 PM

## Bicentennial Park Disc Golf Trial

34	7	2/19/2022 2:05 PM
35	6	2/19/2022 2:02 PM
36	3	2/19/2022 2:01 PM
37	1	2/19/2022 1:42 PM
38	1	2/19/2022 1:41 PM
39	3	2/19/2022 1:12 PM
40	3	2/19/2022 1:08 PM
41	6	2/19/2022 1:04 PM
42	6	2/19/2022 1:03 PM
43	2	2/19/2022 12:48 PM
44	2	2/19/2022 12:48 PM
45	5	2/19/2022 12:45 PM
46	2	2/19/2022 11:43 AM
47	2	2/19/2022 11:43 AM
48	2	2/19/2022 11:43 AM
49	1	2/19/2022 11:35 AM
50	1	2/19/2022 11:31 AM
51	2	2/19/2022 11:31 AM
52	2	2/19/2022 11:28 AM
53	1	2/19/2022 11:28 AM
54	1	2/19/2022 10:46 AM
55	2	2/19/2022 10:39 AM
56	0	2/19/2022 10:30 AM
57	1	2/19/2022 10:12 AM
58	1	2/19/2022 9:53 AM
59	0	2/19/2022 9:52 AM
60	0	2/18/2022 8:03 PM
61	1	2/18/2022 4:17 PM
62	3	2/18/2022 2:10 PM
63	0	2/18/2022 9:29 AM
64	3	2/18/2022 9:27 AM
65	4	2/18/2022 8:25 AM
66	4	2/17/2022 9:51 PM
67	2	2/17/2022 9:27 PM
68	3	2/17/2022 9:26 PM
69	4	2/17/2022 9:11 PM
70	4	2/17/2022 9:03 PM
71	3	2/17/2022 8:36 PM

## Bicentennial Park Disc Golf Trial

72	2	2/17/2022 8:22 PM
73	2	2/17/2022 8:19 PM
74	2	2/17/2022 8:15 PM
75	2	2/17/2022 8:10 PM
76	4	2/17/2022 7:46 PM
77	0	2/17/2022 7:42 PM
78	1	2/17/2022 7:20 PM
79	1	2/17/2022 7:15 PM
80	3	2/17/2022 7:09 PM
81	8	2/17/2022 7:06 PM
82	3	2/17/2022 7:06 PM
83	1	2/17/2022 6:38 PM
84	3	2/17/2022 6:31 PM
85	2	2/17/2022 6:24 PM
86	2	2/17/2022 6:17 PM
87	1	2/17/2022 6:16 PM
88	2	2/17/2022 5:55 PM
89	2	2/17/2022 5:54 PM
90	6	2/17/2022 5:51 PM
91	2	2/17/2022 5:49 PM
92	2	2/17/2022 5:43 PM
93	2	2/17/2022 5:41 PM
94	3	2/17/2022 5:38 PM
95	3	2/13/2022 12:26 PM
96	2	2/13/2022 12:26 PM
97	1	2/13/2022 12:24 PM
98	3	2/13/2022 11:06 AM
99	2	2/13/2022 11:00 AM
100	4	2/13/2022 10:44 AM
101	3	2/13/2022 10:44 AM
102	4	2/12/2022 2:05 PM
103	3	2/12/2022 2:04 PM
104	4	2/12/2022 2:04 PM
105	6	2/12/2022 1:11 PM
106	7	2/12/2022 1:10 PM
107	3	2/12/2022 12:25 PM
108	3	2/12/2022 12:20 PM
109	3	2/12/2022 11:23 AM

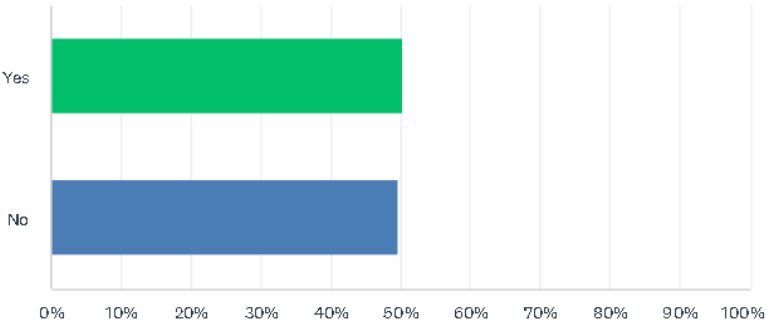
## Bicentennial Park Disc Golf Trial

110	1	2/12/2022 11:12 AM
111	3	2/12/2022 11:01 AM

Bicentennial Park Disc Golf Trial

Q3 Have you attended today with children (Under 16)?

Answered: 181    Skipped: 0

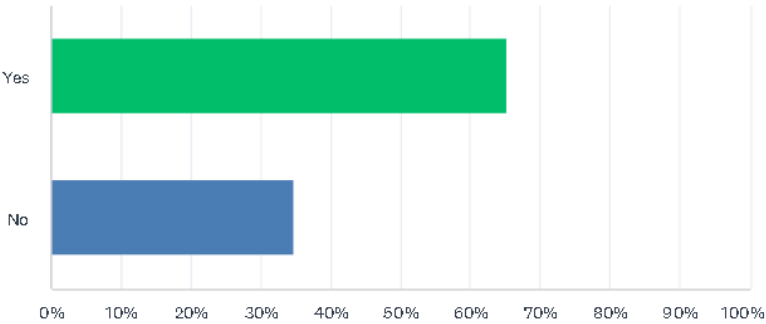


ANSWER CHOICES		RESPONSES	
Yes		50.28%	91
No		49.72%	90
TOTAL			181

Bicentennial Park Disc Golf Trial

Q4 Are you a resident of Kingston?

Answered: 181    Skipped: 0



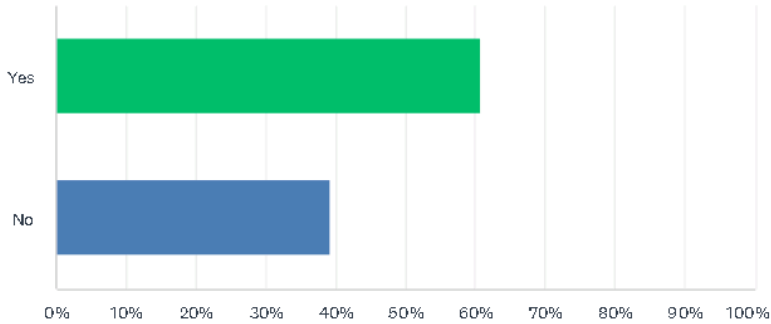
ANSWER CHOICES		RESPONSES	
Yes		65.19%	118
No		34.81%	63
TOTAL			181



Bicentennial Park Disc Golf Trial

Q5 Are you a regular user of Bicentennial Park?

Answered: 181    Skipped: 0

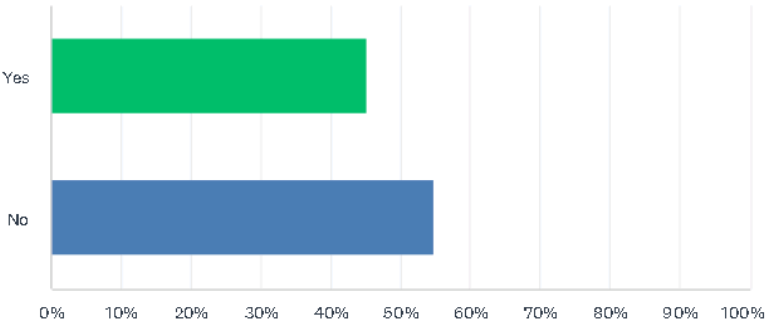


ANSWER CHOICES		RESPONSES	
Yes		60.77%	110
No		39.23%	71
TOTAL			181

Bicentennial Park Disc Golf Trial

Q6 Have you ever played Disc Golf before?

Answered: 181    Skipped: 0

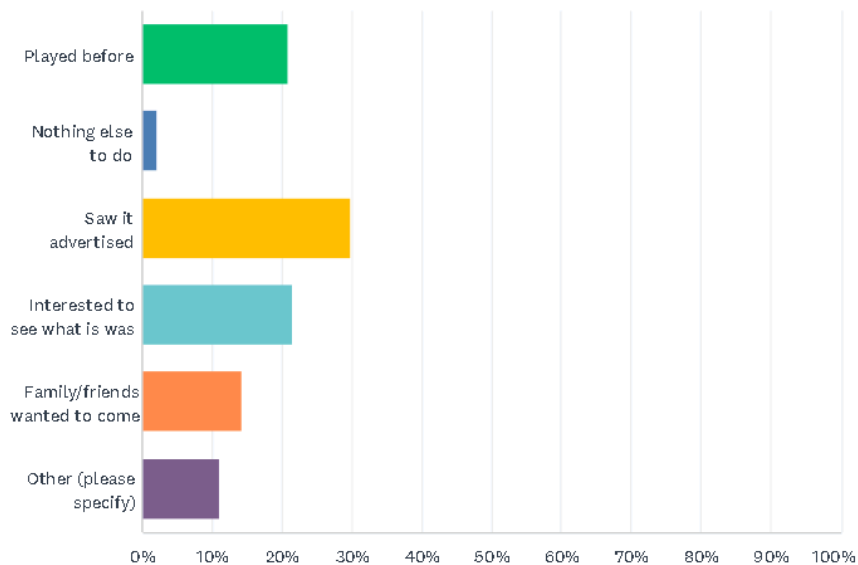


ANSWER CHOICES		RESPONSES	
Yes		45.30%	82
No		54.70%	99
TOTAL			181

## Bicentennial Park Disc Golf Trial

## Q7 Why did you attend today?

Answered: 181 Skipped: 0



ANSWER CHOICES	RESPONSES	
Played before	20.99%	38
Nothing else to do	2.21%	4
Saw it advertised	29.83%	54
Interested to see what it was	21.55%	39
Family/friends wanted to come	14.36%	26
Other (please specify)	11.05%	20
<b>TOTAL</b>		<b>181</b>

#	OTHER (PLEASE SPECIFY)	DATE
1	Saw it from skate park	2/22/2022 10:54 AM
2	Just happened to see it	2/22/2022 10:49 AM
3	We saw the tent the day before	2/22/2022 10:44 AM
4	Played before and saw the ads in park - wanted to get family to try	2/20/2022 12:41 PM
5	Just walking past	2/20/2022 12:41 PM
6	Saw it in the park	2/19/2022 12:48 PM
7	Volunteer to help	2/19/2022 9:53 AM
8	Wanted to try a new course	2/19/2022 9:52 AM

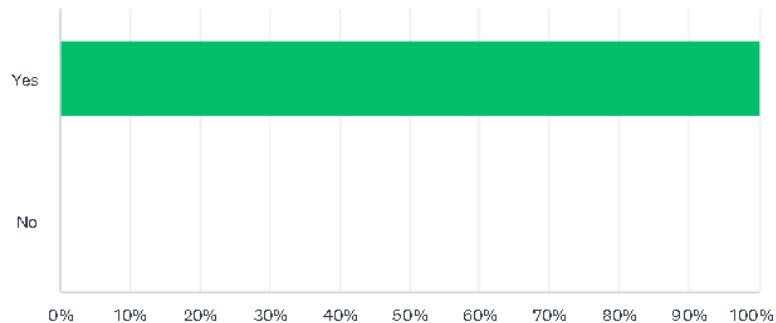
## Bicentennial Park Disc Golf Trial

9	Didn't attend as couldn't these last few weekends, but would love to see a course there	2/18/2022 8:03 PM
10	Wanted to try out the new trial course	2/17/2022 9:51 PM
11	I love disc golf	2/17/2022 8:19 PM
12	Played before and it's a sport our entire family can play together	2/17/2022 7:46 PM
13	Wanted to play the course in a park I used to play in a lot when I was kid	2/17/2022 7:20 PM
14	I've been waiting for years for bicentennial to have a disc golf course, heard rumours a while ago there would be trials and now it's actually a reality! Bravo!	2/17/2022 7:06 PM
15	Introduce to the kids	2/13/2022 11:00 AM
16	Was nearby and thought we'd give it a go	2/12/2022 11:12 AM
17	We were at the skate park and saw the promo and thought	2/6/2022 11:41 AM
18	Walked past and saw it was here today	2/6/2022 11:11 AM
19	Wanted to check out the new course	2/5/2022 2:53 PM
20	Just walking past	2/5/2022 10:34 AM

## Bicentennial Park Disc Golf Trial

## Q8 Would you like to see a permanent disc golf course created in Bicentennial Park?

Answered: 178 Skipped: 3



ANSWER CHOICES	RESPONSES	
Yes	100.00%	178
No	0.00%	0
TOTAL		178

#	IF YES, HOW MANY HOLES WOULD YOU LIKE TO SEE (4-6, 7-11, OR 12-18)?	DATE
1	18	2/22/2022 11:26 AM
2	7-11 so good for families	2/22/2022 11:24 AM
3	9 holes	2/22/2022 11:22 AM
4	18	2/22/2022 11:19 AM
5	4-6	2/22/2022 11:16 AM
6	4-6	2/22/2022 11:14 AM
7	12-18	2/22/2022 11:12 AM
8	12-18	2/22/2022 11:10 AM
9	18	2/22/2022 11:06 AM
10	7-11	2/22/2022 11:05 AM
11	7-11	2/22/2022 11:02 AM
12	4-6	2/22/2022 10:59 AM
13	8	2/22/2022 10:58 AM
14	12	2/22/2022 10:57 AM
15	7-11	2/22/2022 10:54 AM
16	9	2/22/2022 10:51 AM
17	7	2/22/2022 10:48 AM

## Bicentennial Park Disc Golf Trial

18	7-11	2/22/2022 10:46 AM
19	7-11	2/22/2022 10:44 AM
20	7-11	2/22/2022 10:42 AM
21	7-11	2/22/2022 10:38 AM
22	18	2/22/2022 10:37 AM
23	7	2/22/2022 10:32 AM
24	18	2/22/2022 9:19 AM
25	18	2/20/2022 4:42 PM
26	12-18	2/20/2022 3:27 PM
27	Not sure - not a dedicated player but appreciate how it uses space with low risk and doesn't exclude other users like regular golf	2/20/2022 12:41 PM
28	18	2/20/2022 12:41 PM
29	9	2/20/2022 12:20 PM
30	7-11	2/20/2022 12:20 PM
31	12-18	2/20/2022 12:20 PM
32	18	2/20/2022 12:20 PM
33	18	2/20/2022 11:40 AM
34	7-11	2/20/2022 11:32 AM
35	12-18	2/20/2022 10:33 AM
36	12-18	2/20/2022 10:26 AM
37	18	2/20/2022 10:25 AM
38	18	2/19/2022 8:23 PM
39	9	2/19/2022 2:47 PM
40	7-11	2/19/2022 2:06 PM
41	7-11	2/19/2022 2:06 PM
42	7-11	2/19/2022 2:06 PM
43	6	2/19/2022 2:05 PM
44	12-18	2/19/2022 2:02 PM
45	18	2/19/2022 2:01 PM
46	9	2/19/2022 1:42 PM
47	9	2/19/2022 1:41 PM
48	7-11	2/19/2022 1:12 PM
49	7-11	2/19/2022 1:08 PM
50	12-18	2/19/2022 1:04 PM
51	7-11	2/19/2022 1:03 PM
52	7-11	2/19/2022 12:48 PM
53	18	2/19/2022 12:48 PM
54	18	2/19/2022 12:45 PM
55	9	2/19/2022 11:43 AM

## Bicentennial Park Disc Golf Trial

56	9	2/19/2022 11:43 AM
57	9	2/19/2022 11:43 AM
58	9	2/19/2022 11:35 AM
59	9-18	2/19/2022 11:31 AM
60	7-11	2/19/2022 11:31 AM
61	18	2/19/2022 11:28 AM
62	12-18	2/19/2022 11:28 AM
63	7-11	2/19/2022 10:46 AM
64	6	2/19/2022 10:39 AM
65	4-6	2/19/2022 10:30 AM
66	18	2/19/2022 10:12 AM
67	12-18	2/19/2022 9:53 AM
68	18	2/19/2022 9:52 AM
69	9-18	2/18/2022 8:03 PM
70	18	2/18/2022 4:17 PM
71	9	2/18/2022 2:10 PM
72	12-18	2/18/2022 9:29 AM
73	12-18	2/18/2022 9:27 AM
74	18	2/18/2022 8:25 AM
75	18	2/17/2022 9:51 PM
76	18	2/17/2022 9:27 PM
77	18	2/17/2022 9:26 PM
78	18	2/17/2022 9:11 PM
79	18	2/17/2022 9:03 PM
80	18	2/17/2022 8:36 PM
81	18	2/17/2022 8:22 PM
82	12-18	2/17/2022 8:19 PM
83	18	2/17/2022 8:15 PM
84	12-18	2/17/2022 8:10 PM
85	18	2/17/2022 7:46 PM
86	18 is always ideal	2/17/2022 7:42 PM
87	18	2/17/2022 7:20 PM
88	12-18	2/17/2022 7:15 PM
89	12-18	2/17/2022 7:09 PM
90	18 different tee pads, and possibly 27 baskets allowing a beginner's and advanced course. This can attract big numbers at disc golf events that can even bring in international professionals and loads of revenue streams to the area.	2/17/2022 7:06 PM
91	18	2/17/2022 7:06 PM
92	18	2/17/2022 6:38 PM

## Bicentennial Park Disc Golf Trial

93	18	2/17/2022 6:31 PM
94	18	2/17/2022 6:24 PM
95	18 if possible	2/17/2022 6:17 PM
96	18	2/17/2022 6:16 PM
97	18	2/17/2022 5:55 PM
98	18	2/17/2022 5:54 PM
99	18	2/17/2022 5:51 PM
100	18	2/17/2022 5:49 PM
101	18	2/17/2022 5:43 PM
102	18 at least!	2/17/2022 5:41 PM
103	18	2/17/2022 5:38 PM
104	18	2/13/2022 12:26 PM
105	12-18	2/13/2022 12:26 PM
106	7-11	2/13/2022 12:24 PM
107	18	2/13/2022 11:06 AM
108	12-18	2/13/2022 11:00 AM
109	6	2/13/2022 10:44 AM
110	4-6	2/13/2022 10:44 AM
111	4-6	2/12/2022 2:05 PM
112	9	2/12/2022 2:04 PM
113	9	2/12/2022 2:04 PM
114	7-11	2/12/2022 1:11 PM
115	6	2/12/2022 1:10 PM
116	6 to 9	2/12/2022 12:25 PM
117	7-11	2/12/2022 12:20 PM
118	18	2/12/2022 11:23 AM
119	4-6	2/12/2022 11:12 AM
120	7-11	2/12/2022 11:01 AM
121	18	2/6/2022 1:02 PM
122	4-6	2/6/2022 12:46 PM
123	18	2/6/2022 12:45 PM
124	18	2/6/2022 12:44 PM
125	8	2/6/2022 12:22 PM
126	7-11	2/6/2022 12:21 PM
127	4-6	2/6/2022 12:14 PM
128	12	2/6/2022 12:09 PM
129	9	2/6/2022 12:09 PM
130	12-18	2/6/2022 12:03 PM



## Bicentennial Park Disc Golf Trial

131	4-6 or 7-11	2/6/2022 12:02 PM
132	7-11	2/6/2022 11:51 AM
133	9	2/6/2022 11:41 AM
134	4-6	2/6/2022 11:22 AM
135	7-11	2/6/2022 11:18 AM
136	9	2/6/2022 11:17 AM
137	9 or 18. Less if that is all that is practice	2/6/2022 11:17 AM
138	18	2/6/2022 11:11 AM
139	12-18	2/6/2022 11:09 AM
140	7-11	2/6/2022 11:09 AM
141	18	2/6/2022 11:08 AM
142	7-11	2/6/2022 10:57 AM
143	7-11	2/6/2022 10:43 AM
144	18	2/6/2022 10:43 AM
145	18	2/6/2022 12:42 AM
146	18	2/5/2022 6:15 PM
147	18	2/5/2022 5:07 PM
148	18	2/5/2022 4:27 PM
149	18	2/5/2022 3:19 PM
150	18	2/5/2022 2:53 PM
151	12-18	2/5/2022 2:34 PM
152	18	2/5/2022 2:24 PM
153	7-11 or 12-18	2/5/2022 2:11 PM
154	12-18	2/5/2022 1:57 PM
155	7-11	2/5/2022 1:55 PM
156	12-18	2/5/2022 1:55 PM
157	18	2/5/2022 1:55 PM
158	18	2/5/2022 1:54 PM
159	4-6	2/5/2022 1:12 PM
160	18	2/5/2022 12:13 PM
161	12-18	2/5/2022 12:11 PM
162	9	2/5/2022 11:58 AM
163	12	2/5/2022 11:57 AM
164	4-6	2/5/2022 11:30 AM
165	7-11	2/5/2022 10:58 AM
166	7-11	2/5/2022 10:34 AM
167	12-18	2/5/2022 10:30 AM
168	18	2/5/2022 10:30 AM

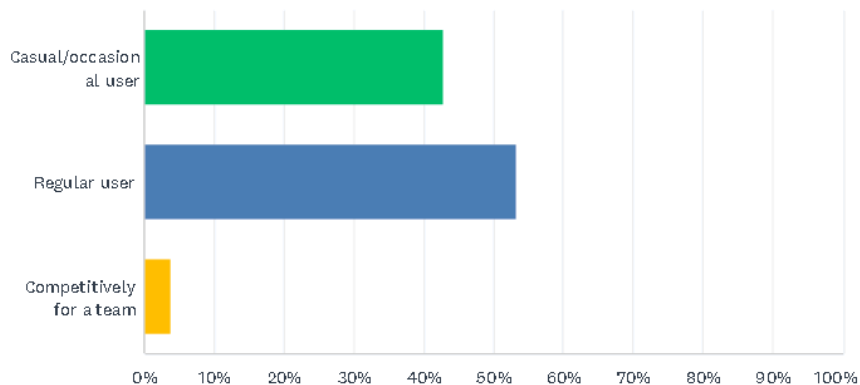
## Bicentennial Park Disc Golf Trial

169	18	2/5/2022 10:29 AM
170	18	2/5/2022 10:13 AM
171	18	2/5/2022 10:07 AM
172	9/18	2/5/2022 10:07 AM

## Bicentennial Park Disc Golf Trial

## Q9 If a permanent course was created in Bicentennial Park, how would you use it?

Answered: 180 Skipped: 1

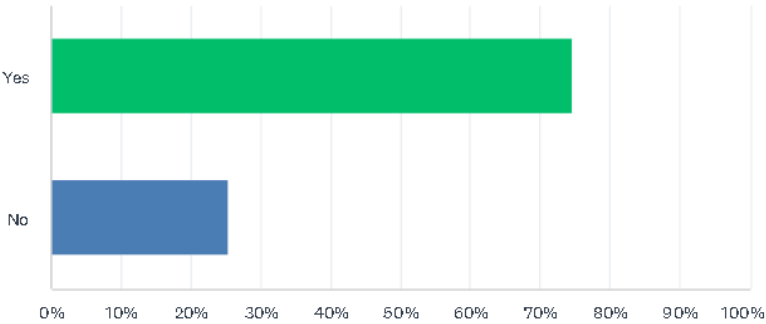


ANSWER CHOICES	RESPONSES	
Casual/occasional user	42.78%	77
Regular user	53.33%	96
Competitively for a team	3.89%	7
TOTAL		180

Bicentennial Park Disc Golf Trial

Q10 Would you be prepared to travel to play disc golf?

Answered: 181    Skipped: 0



ANSWER CHOICES		RESPONSES	
Yes		74.59%	135
No		25.41%	46
TOTAL			181

## Bicentennial Park Disc Golf Trial

## Q11 Please provide any other comments you have on your experience

Answered: 110 Skipped: 71

#	RESPONSES	DATE
1	Fun course. Hope to see it become permanent	2/22/2022 11:26 AM
2	Had a awesome round setting all the families out and about	2/22/2022 11:24 AM
3	Informative and active	2/22/2022 11:22 AM
4	Great fun thanks.	2/22/2022 11:20 AM
5	Loved it. Takes up very little real estate for lots of gain. Fun and easy.	2/22/2022 11:19 AM
6	Great job!	2/22/2022 11:17 AM
7	More media advertisement would be great so that more people know about this activity	2/22/2022 11:14 AM
8	I liked it. It was fun.	2/22/2022 11:12 AM
9	We had a great time playing it. It would be a great addition to the park, attracting visitors from other areas as it is a central location, and encouraging people (especially young people) to be more active. Thank you for giving opportunity to try it.	2/22/2022 11:10 AM
10	Great intro into this sport Loved it	2/22/2022 11:05 AM
11	It was hard but I enjoyed it	2/22/2022 10:54 AM
12	Enjoyable, tactical holes. Enjoyed some of the shorter variety.	2/22/2022 10:51 AM
13	Loved it. Fun and a bit of a challenge also.	2/22/2022 10:46 AM
14	The host and hostess were very friendly and helpful - Carolyn, Angus and Darren. Lots of fun.	2/22/2022 10:44 AM
15	More visible tees	2/22/2022 10:42 AM
16	Great fun	2/22/2022 10:40 AM
17	Great for any age group Great staff - informative and friendly	2/22/2022 10:38 AM
18	Enjoyable experience	2/22/2022 10:37 AM
19	Keep this course	2/22/2022 10:34 AM
20	Great location Beautiful Trial Course	2/22/2022 9:19 AM
21	I think it is a great sport and great use of the park land	2/20/2022 4:42 PM
22	Fantastic location for a course. While I live in North Melbourne it would be well worth the travel time to spend the day in the area playing at a permanent course. It's also close to lots of local businesses so easy to find something to eat and do between rounds. If an 18 hole course were installed it would quickly become a premier Disc Golf location.	2/20/2022 3:27 PM
23	Bicentennial park and associated wetlands are still a little underappreciated spaces. I've seen improvement with the markets, this trial, playground, skatepark lighting works, etc. It's an amazing blend of family spaces and community engagement with a remnant fragment of precolonial environment.	2/20/2022 12:41 PM
24	Was nice activity walking around the park working on a new skill set	2/20/2022 12:41 PM
25	A great way to use the otherwise under utilised parts of the park	2/20/2022 12:20 PM
26	Loved it. Played yesterday and really enjoyed it so came back with friends today! Kid friendly event too and a great use of wasted space	2/20/2022 12:20 PM
27	Dad is obsessed it's worse than what his gambling addict used to be	2/20/2022 10:33 AM

## Bicentennial Park Disc Golf Trial

28	All the positive feedback to get you to make more courses.	2/20/2022 10:26 AM
29	We have a group that bicentennial is centra to, we often come here just for a throw	2/20/2022 10:25 AM
30	This is a great improvement for a great park.	2/19/2022 8:23 PM
31	It was fun, even the 2yo and 3yo enjoyed it.	2/19/2022 2:47 PM
32	Great family activity	2/19/2022 2:06 PM
33	Great leisure experience. I enjoyed not being encouraged to keep score.	2/19/2022 2:06 PM
34	Great family fun	2/19/2022 2:02 PM
35	It was fantastic such fun, please can we have table tennis tables too	2/19/2022 1:42 PM
36	Very good fun. Great excersie too	2/19/2022 1:41 PM
37	Lots of fun learning disc golf with the family today. Hopefully we can get a course here as it is a wonderful spot	2/19/2022 1:12 PM
38	Kids and I had a great time	2/19/2022 1:08 PM
39	The best experience ever such great initiative! 😊 😊 😊 😊	2/19/2022 1:04 PM
40	We loved Mike who gave us such a fun into to a great recreational activity. I particularly loved the use of natural public spaces we wouldn't ordinarily use. We use spaces adjacent so it has made us stay longer in the space with all age kids and friends.	2/19/2022 1:03 PM
41	It was fun .. well organised by the council and volunteers	2/19/2022 12:48 PM
42	Such a great activity for exercise, getting out of home, social interaction with community	2/19/2022 12:48 PM
43	Was great fun would love to see it in the park	2/19/2022 11:43 AM
44	Great fun for all. Maybe different pars for beginners or children	2/19/2022 11:43 AM
45	Thanks to the volunteers that taught us to play. It was great fun and we would love a course here permanently.	2/19/2022 11:31 AM
46	Excellent, social and great activity to do. Also allows for casual walking and exploring through the park	2/19/2022 11:31 AM
47	Fun! Loved it!	2/19/2022 11:28 AM
48	Always great to have more courses	2/19/2022 9:52 AM
49	Currently play at Bald Hill mainly, would love to see another course in the City of Kingston.	2/18/2022 8:03 PM
50	Love it! Much underrated sport.	2/18/2022 4:17 PM
51	I would absolutely love a permanent 18 hole course to be installed here	2/18/2022 9:27 AM
52	Everyone I met was so friendly and inclusive. This event really seemed to bring people together in a safe atmosphere. I can't wait to play more!	2/18/2022 8:25 AM
53	Having a full 18 hole course in SE Melbourne would be a massive boost to the area at a relatively low cost. With an 18 hole course it allows for tournaments to be held with over 150 people and caters for anyone from brand new to professional.	2/17/2022 9:51 PM
54	Please make this happen!!	2/17/2022 9:26 PM
55	I had a great time trying the new course and having a permanent course there would be great as all the other Melbourne courses are a fair travel from bayside and not close to PTV	2/17/2022 9:03 PM
56	It's just a great way to get people active in nature	2/17/2022 8:19 PM
57	We travel around Victoria to play disc golf as a family. We live in Geelong and travel to Bendigo and Ballarat regularly for our coivd weekend holidays. Weekend day trips to Melbourne for disc golf are often taken, maybe 2 out 3 weekends. Our next holiday is to NSW for disc golf before the snow hits the mountains, some really nice course up there apparently. Why disc golf? we all enjoy it, It's easy to learn and a takes a lifetime to master if you want to take it seriously. The saying 'a family that plays together, stays together' is so far holding firm.	2/17/2022 7:46 PM

## Bicentennial Park Disc Golf Trial

My kids are in their early teens and they are happy to hanging out and travel with their father still. We even enter competitions in Melbourne. Side note, I've lost 17kgs since starting to play disc golf in 2021. It's not all disc golf of course, but I'm fitter now than I have been for decades. Walking between 4-7kms for a round of golf can only be good for my health. I hope you consider a permanent course, a long course for the exercises to keep people fit. It's great fun, brilliant to meet new people (after lockdowns my mental state was average at best), now I meet up with new friends most weekends to play. My social life is returning after a dark Covid period. Last thing, it's affordable for most people. You can start with one disc and go and start playing. I regularly see people play with Kmart disc in geelong who are new to the sport. An entire family out playing together. It's great to see

58	I play disc golf a lot at all the courses around Melbourne. I used to live in Chelsea and spent a lot of my childhood in the park/playground/skate park so I'd love to be able use the park again with a fantastic disc golf course	2/17/2022 7:20 PM
59	Disc golf is literally the single greatest outlet and past time of so many Australians in the greater Melbourne and Geelong regions. Bicentennial is probably the biggest and most spacious park within the southeast suburbs and no doubtedly should have a disc golf course as a permanent feature. One of the top professionals Simon Lizotte (look him up on YouTube) has actually visited bicentennial park and explained that the park has potential for a international stop over in the PDGA world tour. It is an all ages, incredibly fun sport, that has so many benefits for the player and for the businesses that surrounds a top tier disc golf course. Cannot wait to see the course evolve!	2/17/2022 7:06 PM
60	Love the idea , looks great	2/17/2022 7:06 PM
61	Disc golf is a great family activity and community sport	2/17/2022 6:24 PM
62	Thank you!	2/17/2022 6:16 PM
63	There is lots of ground so a good multi use space	2/17/2022 5:55 PM
64	Fun experience and thanks to Kingston Council staff and the Disc Golf people for the tips and assistance.	2/17/2022 5:54 PM
65	The 4 holes are really fun, put a big course in and we will be back	2/17/2022 5:43 PM
66	Such a sick park for disc golf. PUT THE COURSE IN!!!	2/17/2022 5:41 PM
67	The temp course is so fun. It would be amazing to have a permanent course in bicentennial	2/17/2022 5:38 PM
68	Great sport to socialize and be in nature	2/13/2022 12:26 PM
69	It was lots of fun	2/12/2022 2:05 PM
70	Lots of fun!	2/12/2022 2:04 PM
71	Friendly organisers	2/12/2022 1:11 PM
72	Fun for the family. Something different. Good for the sport to get promoted	2/12/2022 12:25 PM
73	Great experience and fantastic to learning the basics by 'Phil'	2/12/2022 11:23 AM
74	Good fun. Staff were friendly and encouraging.	2/12/2022 11:12 AM
75	Disc Golf is an activity that my whole family enjoys at least once a week and having a course so close to home we would play even more.	2/6/2022 1:02 PM
76	Great fun short course people very helpful in teaching how to throw and what to do	2/6/2022 12:22 PM
77	Awesome idea. Thank you	2/6/2022 12:21 PM
78	Great initiative by the council to expose us to a fun new sport. Volunteers were perfect	2/6/2022 12:14 PM
79	We had a great time	2/6/2022 12:09 PM
80	Great fun for family & friends!	2/6/2022 12:03 PM
81	Whole family had had fun. Kids did well so they didnt have much to learn Easy for everyone	2/6/2022 11:51 AM
82	Great staff that included people in the activity.	2/6/2022 11:41 AM

## Bicentennial Park Disc Golf Trial

83	Was great fun, especially with kids. 4 holes was enough for a 6yo. Thanks so much!	2/6/2022 11:22 AM
84	The circuit was to large, would be good closer together, especially with kids, who won't be able/keep interested for that distance.	2/6/2022 11:18 AM
85	Great location with lots of space. It would be easier to convince friends to join in a game at bi-centennial park due to location and can play on or way home from shopping	2/6/2022 11:17 AM
86	Great group of people showing us techniques of frisbee golf. It was a lot of fun!! Nice to hear people laughing and having a good time ☺	2/6/2022 11:11 AM
87	Brilliant fun. so good loved it. Everyone was so nice and helpful. Went with my dad it was brilliant.	2/6/2022 11:09 AM
88	Was great fun both my kids enjoyed it	2/6/2022 11:09 AM
89	This is awesome so much fun	2/6/2022 11:08 AM
90	Loved it	2/6/2022 10:57 AM
91	I would travel 20 minutes for a good course so anywhere in Kingston would be good.	2/6/2022 10:43 AM
92	Rainbow coloured holes	2/6/2022 10:43 AM
93	Would be such an asset to our local community and a great local destination to bike to one the new bike track!	2/6/2022 12:42 AM
94	Would be such an asset to our local community and a great local destination to bike to one the new bike track!	2/5/2022 6:15 PM
95	Live it great walk and using park area to draw visitors	2/5/2022 5:07 PM
96	I've played disc golf for the last 5 years and love travelling to visit courses around Melbourne (and Vic/Aus). I currently live in Thornbury, but would visit a course in Bicentennial Park regularly throughout the year. Good signage, concrete tees and 18 holes would entice me to come more often. I really hope it goes ahead! :)	2/5/2022 3:19 PM
97	Thank you for the trial and the hard work done by the team	2/5/2022 2:53 PM
98	Centennial Park is a great park for a disc golf course	2/5/2022 2:24 PM
99	It was awesome	2/5/2022 1:57 PM
100	Fantastic game and great to be set up in local parks to combine with a dog walk. Something different to do.	2/5/2022 1:55 PM
101	Amazing would love one in the area, all my friends loved it	2/5/2022 1:55 PM
102	Great initiative	2/5/2022 1:12 PM
103	Great family activity	2/5/2022 12:13 PM
104	Cool! I'll suggest at Kingston U3A!	2/5/2022 12:11 PM
105	Great short course	2/5/2022 11:58 AM
106	Loved it good family fun	2/5/2022 10:30 AM
107	Awesome fun . Definitely needing this here	2/5/2022 10:30 AM
108	Loved it. Great fun	2/5/2022 10:29 AM
109	It seems like such a great idea!	2/5/2022 10:13 AM
110	Bald Hill is great. Another course would be wonderful.	2/5/2022 10:07 AM





26 April 2022

**Agenda Item No: 10.3**

### **BONBEACH SPORTS RESERVE PAVILION DEVELOPMENT - COMMUNITY CONSULTATION FINDINGS**

**Contact Officer: Mark Stockton, Team Leader Active Kingston**

#### **Purpose of Report**

This report presents community and stakeholder feedback following community engagement on the proposed new pavilion at Bonbeach Sports Reserve.

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

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

#### **OFFICER RECOMMENDATION**

That Council:

1. Note the community engagement feedback on the proposed pavilion at Bonbeach Sports Reserve;
2. Endorse the concept plan for the proposed pavilion at Bonbeach Sports Reserve, as set out as Appendix 3 and 4 for the purpose of seeking funding contributions from Federal and State governments; and
3. Receive a future report confirming funding contributions towards the implementation of the Bonbeach Sports Reserve Master Plan, including a \$5M contribution from the State Government towards the proposed pavilion development.

#### **1. Executive Summary**

Community consultation to the proposed new pavilion at Bonbeach Sports Reserve has recently concluded. Responses from the community include 60 online survey respondents.

Over 93% of survey respondents support the proposed pavilion development. There were a number of individual issues raised relating to car parking, additional viewing areas and shared usage. This report provides further detail and responses to these matters.

Some notable comments shared by survey respondents include:

- *“The design looks magnificent”; and*
- *“Ensure that is user friendly for all local community groups, old and young male and female, make it a stand out community.”*

The strong community support for the proposed pavilion and following Council's endorsement of a concept plan will support Council's advocacy for funding towards this project from Federal and State Governments.

## 2. Background

On the 31 January 2022, Council resolved:

*“That Council:*

- 1. Endorse the proposed double storey pavilion concept, as set out in Appendices 1 and 3 for the purposes of community consultation and feedback;*
- 2. Receive a future report presenting the feedback and outcomes of the community consultation;*
- 3. Authorise officers to commence a value management approach to identify and quantify potential project savings;*
- 4. Endorse landscaping, car parking and oval 5 lighting and drainage at Bonbeach Sports Reserve as key advocacy projects leading to the 2022 Victorian State Government election;*
- 5. Commit to delivery of a new pavilion, associated landscaping, car parking and oval 5 lighting and drainage, subject to the award of \$5M funding from the State Government; and*
- 6. Receive a future report, confirming funding contributions towards the implementation of the Bonbeach Sports Reserve Master Plan, including contributions from the State Government, user groups/clubs and any other funding agency.”*

The proposed pavilion will provide improved sporting and recreational outcomes for the junior and senior sporting user groups at Bonbeach Sports Reserve.

This report presents the input and feedback received from community engagement activities.

## 3. Discussion

### 3.1 Council Plan Alignment

Strategic Direction: 4 - Our free-moving safe, prosperous and dynamic city  
Strategy: 4.4 - Integrated accessible transport and free moving city.

### 3.2 Consultation/Internal Review

#### 3.2.1 Community Consultation and Engagement Activities

Community engagement on the proposed new pavilion commenced on 7 February 2022 and ran for 4 weeks until the 4 March 2022. The aim of the engagement process was to seek community and stakeholder feedback and input to the proposed pavilion development. To assist the engagement activities, concept plans, frequently asked questions and an online survey was made available to interested residents and parties.

The following engagement activities were undertaken as part of the consultation process:

### Your Kingston Your Say

The proposed new pavilion was listed on the 'Your Kingston Your Say' webpage, including concept plans and rendered architectural drawings and frequently asked questions.

### Mail out

Surrounding residential properties received an Information Bulletin (via mail) inviting feedback and input to the proposed pavilion development.

Residents and interested parties were invited to make submissions to sport.recreation@kingston.vic.gov.au or mail PO Box 1000 Mentone.

### 3.2.2 Consultation Outcomes

The consultation input and feedback as set out at Appendix 1 and 2, shows very strong support for the proposed pavilion development.

Kingston's Your Kingston Your Say webpage attracted 225 visitors of which 195 sought further information and detail from the page e.g. downloaded the Frequently Asked Questions. There were 60 survey respondents, of which 93.3% supported the proposed pavilion development.

Some individual supportive feedback is set out below:

- *"The design looks magnificent"; and*
- *"Ensure that is user friendly for all local community groups, old and young male and female, make it a stand out community".*

Whilst the majority of feedback was supportive, those not in support of the proposed pavilion provided comments such as:

- *"\$8.3m is outrageous for a couple local ovals when there's already a large pavilion servicing the main oval. Not in keeping with the environment either".*

## 3.3 Operation and Strategic Issues

### 3.3.1 Summary of Key Issues

Key issues raised through the consultation period are presented below with a response:

Key Issues	Officer Response
Additional viewing areas - extension of the verandah over the changerooms	The concept plan includes an outdoor verandah with viewing to the west of the Reserve (towards Oval 3 – AFL usage). The development of additional viewing verandah would require additional engineering and stair access, which would require additional funding that is not included and provided for within the project budget. Further consideration of this additional outdoor areas would potentially create noise concerns for local residents. This is not recommended.
Inclusion of facilities for all users and accessible to the broader community	The concept plan is consistent with the State Government's Universal Design recommendation and includes Female Friendly facilities.

Key Issues	Officer Response
	Council's Leasing Policy encourages sharing of facilities by community groups. One incentive provided through the Leasing Policy is a significant reduction in leasing fees for community groups that share tenancy at Council's community facilities.
Providing viewings to all sporting fields from the pavilion	Given the height and placement of existing trees and clearance of nearly 90m between Ovals 3 and 4 (AFL usage), it is not feasible to provide viewing aspect to all sporting fields. The pavilion concept plan has been developed to maximise the viewing aspect to Ovals 1, 2 and 3 (AFL usage) at the Reserve.
More car parking	Improved car parking is identified within the recently (2021) endorsed master plan for Bonbeach Sports Reserve. The implementation of improved car parking will be subject to available future funding and timing of essential local area drainage upgrades.

### 3.3.2 Next Steps

Following Council's consideration and endorsement of the community feedback and input, continued advocacy and lobbying of Commonwealth and State Governments will be undertaken for the purpose of attracting funding contributions to the proposed pavilion at Bonbeach Sports Reserve.

## 4. Conclusion

### 4.1 Environmental Implications

Council's ESD Policy for Community Buildings articulates the following vision:

*That the construction or major refurbishment of Council buildings minimises adverse environmental impacts in the areas such as energy use, water use and waste generation during both the construction and operational phases of a building's life and mitigates their contribution to urban heat with the intention of developing a zero-carbon building stock.*

As per Council's ESD Policy for its community buildings, sustainable design targets will be considered during the design stages, including

- Building orientation to favour shading for east and west windows.
- High quality insulation and glazing for windows and doors.
- Energy source (electrical, including 100% renewable mains power and onsite solar generation).
- Airtightness and ventilation requirements.
- Materials and products will be durable, include eco-preferred content.

### 4.2 Social Implications

The proposed pavilion development will greatly improve the recreational facilities available to the local community and sporting clubs, providing increased sporting, social connectedness and wellbeing opportunities for a range of ages and abilities.

### 4.3 Resource Implications

The estimated cost for the proposed pavilion development is \$8.55M, inclusive of a \$5M contribution from the State Government.

The latest cost plan (including COVID-19 and cost escalation contingencies) to implement the endorsed Bonbeach Sports Reserve Master Plan, including the proposed pavilion estimate, gives the total cost of works as \$15.8M. An indicative cost plan to deliver the proposed pavilion and other endorse items from within the Bonbeach Sports Reserve Master Plan are listed below (subject to the confirmation of funding from Council, State Government and Clubs):

Key Improvement	Estimated Cost	Council	State Government	Club
New sports pavilion (eastern end)	\$8.55M	\$3.45M	\$5M	\$0.1M
Demolition	\$0.4M	\$0.4M		
Sports field improvements	\$0.45M	\$0.45M		
Cricket nets and active recreation facilities	\$1.0M	\$1.0M		
Car parking	\$2.0M	\$2.0M		
Pathway and lighting	\$1.0M	\$1.0M		
Landscape Improvement	\$0.3M	\$0.3M		
Consultant Fees	\$1.5M	\$1.5M		
Escalation	\$0.6M	\$0.6M		
Totals	<b>\$15.8M</b>	<b>\$10.7M</b>	<b>\$5M</b>	<b>\$0.1M</b>

### 4.4 Legal / Risk Implications

There have been no identified legal matters with this Project. However, the impact of the COVID-19 Pandemic remains as an identified risk with project costing and program.

## Appendices

Appendix 1 - Bonbeach Sports Reserve Pavilion Development Consultation Findings (Summary Report) (Ref 22/62907) [↓](#)

Appendix 2 - Bonbeach Sports Reserve Pavilion Development - Consultation Findings individual Comments) (Ref 22/62908) [↓](#)

Appendix 3 - Bonbeach Sports Reserve pavilion - Concept (Ref 21/293932) [↓](#)

Appendix 4 - Bonbeach Sports Pavilion - 3D Drawings (Ref 22/11662) [↓](#)

Author/s: Mark Stockton, Team Leader Active Kingston

Reviewed and Approved By: Bridget Draper, Manager, Active Kingston

Emily Boucher, A/General Manager City Assets and Environment

# 10.3

## BONBEACH SPORTS RESERVE PAVILION DEVELOPMENT - COMMUNITY CONSULTATION FINDINGS

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2	Bonbeach Sports Reserve Pavilion Development - Consultation Findings individual Comments) .....	151
3	Bonbeach Sports Reserve pavilion - Concept.....	213
4	Bonbeach Sports Pavilion - 3D Drawings .....	215

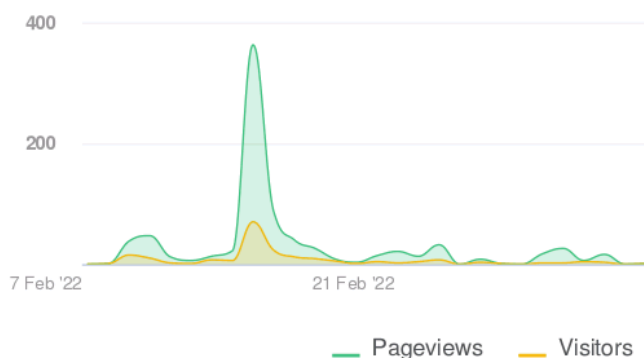
# Project Report

05 February 2022 - 06 March 2022

## Your Kingston Your Say Bonbeach Sports Reserve Pavilion Concept



### Visitors Summary



### Highlights

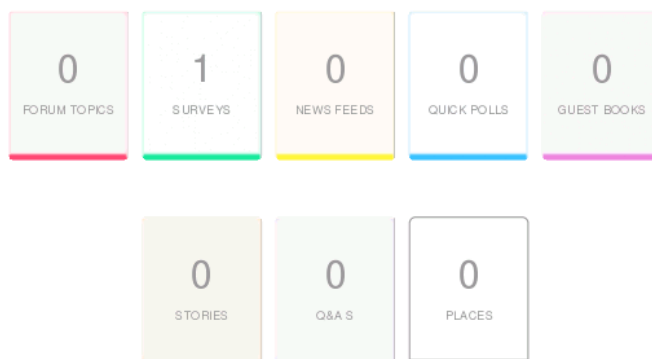
TOTAL VISITS	225	MAX VISITORS PER DAY	70
NEW REGISTRATIONS	49		
ENGAGED VISITORS	60	INFORMED VISITORS	146
		AWARE VISITORS	195

Aware Participants		195		Engaged Participants		60	
Aware Actions Performed		Participants		Engaged Actions Performed		RegisteredUnverifiedAnonymous	
Visited a Project or Tool Page		195					
Informed Participants		146		Contributed on Forums		000	
Informed Actions Performed		Participants		Participated in Surveys		6000	
Viewed a video		0		Contributed to Newsfeeds		000	
Viewed a photo		0		Participated in Quick Polls		000	
Downloaded a document		65		Posted on Guestbooks		000	
Visited the Key Dates page		0		Contributed to Stories		000	
Visited an FAQ list Page		25		Asked Questions		000	
Visited Instagram Page		0		Placed Pins on Places		000	
Visited Multiple Project Pages		79		Contributed to Ideas		000	
Contributed to a tool (engaged)		60					



Your Kingston Your Say : Summary Report for 05 February 2022 to 06 March 2022

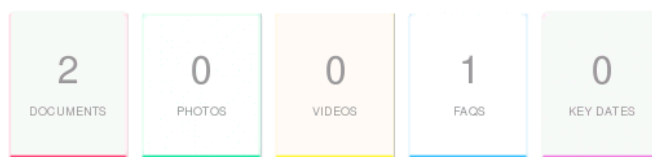
## ENGAGEMENT TOOLS SUMMARY



Tool Type	Engagement Tool Name	Tool Status	Visitors	Contributors		
				Registered	Unverified	Anonymous
Survey Tool	Bonbeach Pavilion Concept	Published	102	60	0	0

Your Kingston Your Say : Summary Report for 05 February 2022 to 06 March 2022

## INFORMATION WIDGET SUMMARY

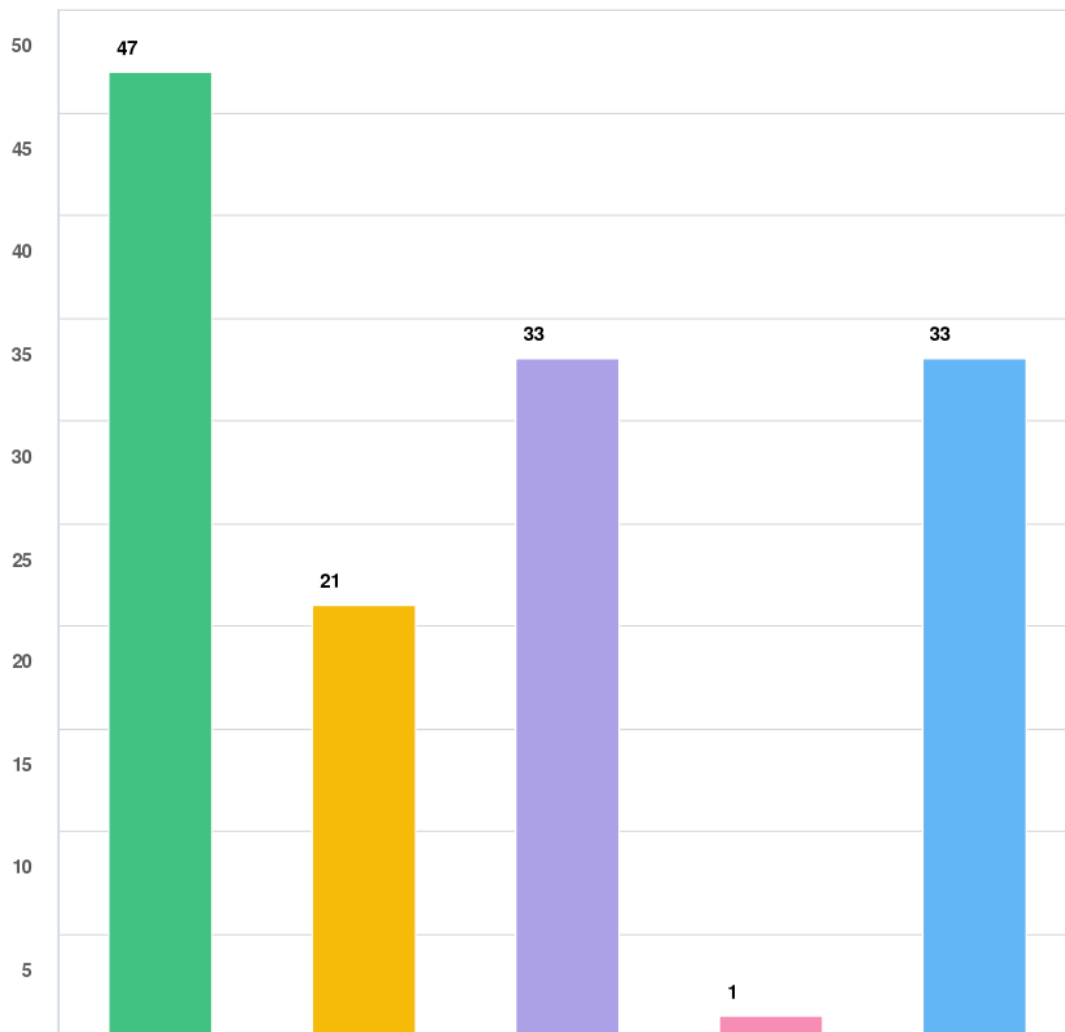


Widget Type	Engagement Tool Name	Visitors	Views/Downloads
Document	Bonbeach Sports Pavilion - 3D Drawings.PDF	57	61
Document	Bonbeach Sports Reserve pavilion - Concept - Option 1.PDF	48	52
Faqs	faqs	25	25

Your Kingston Your Say : Summary Report for 05 February 2022 to 06 March 2022

**ENGAGEMENT TOOL: SURVEY TOOL****Bonbeach Pavilion Concept**

Visitors <b>102</b>	Contributors <b>60</b>	CONTRIBUTIONS <b>60</b>
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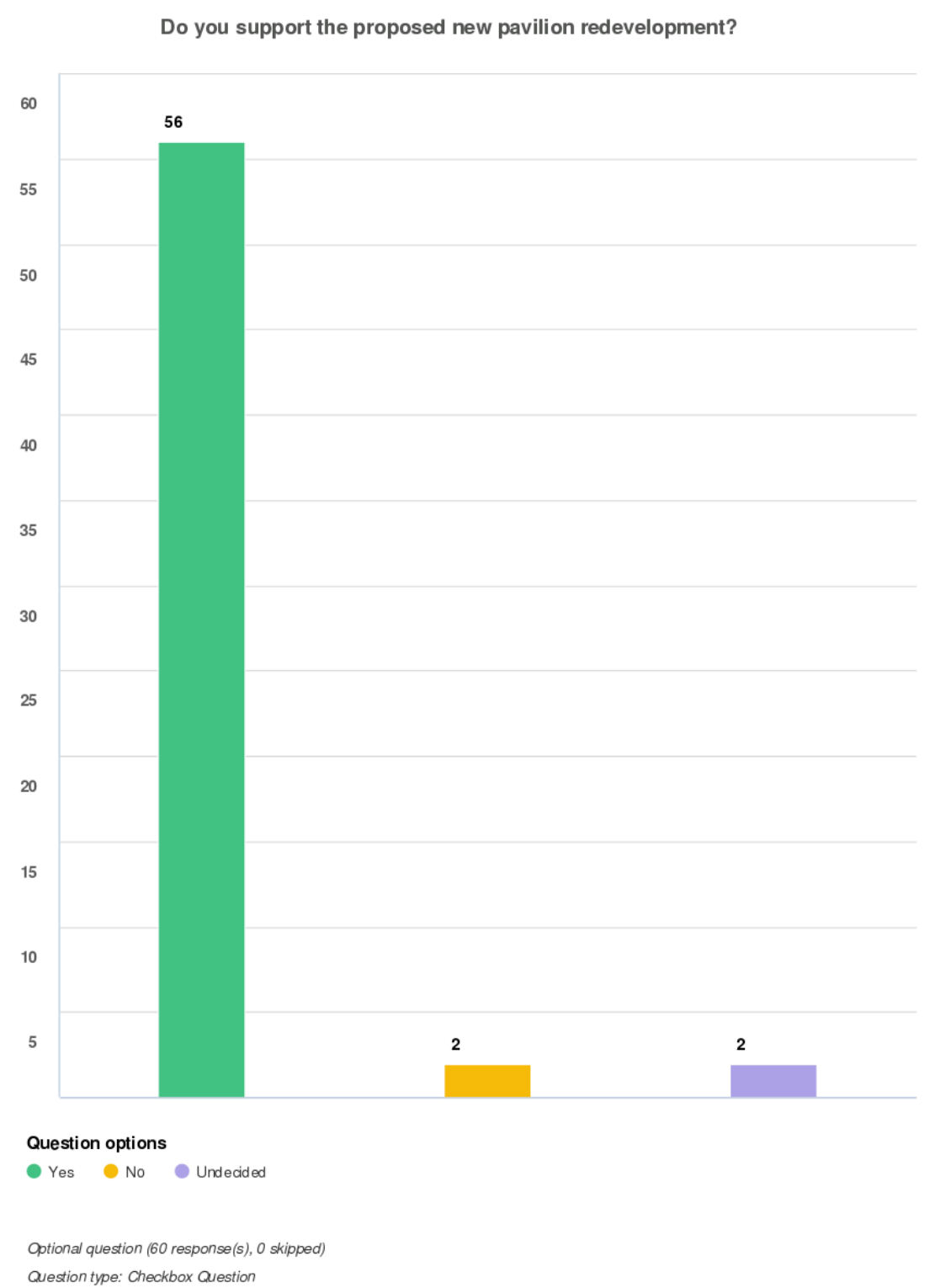
**My interest with Bonbeach sports Reserve is: (you may select more than one)****Question options**

● Sporting club member
 ● Neighbouring resident
 ● Park user
 ● Scout member
 ● Interested community member

Optional question (60 response(s), 0 skipped)

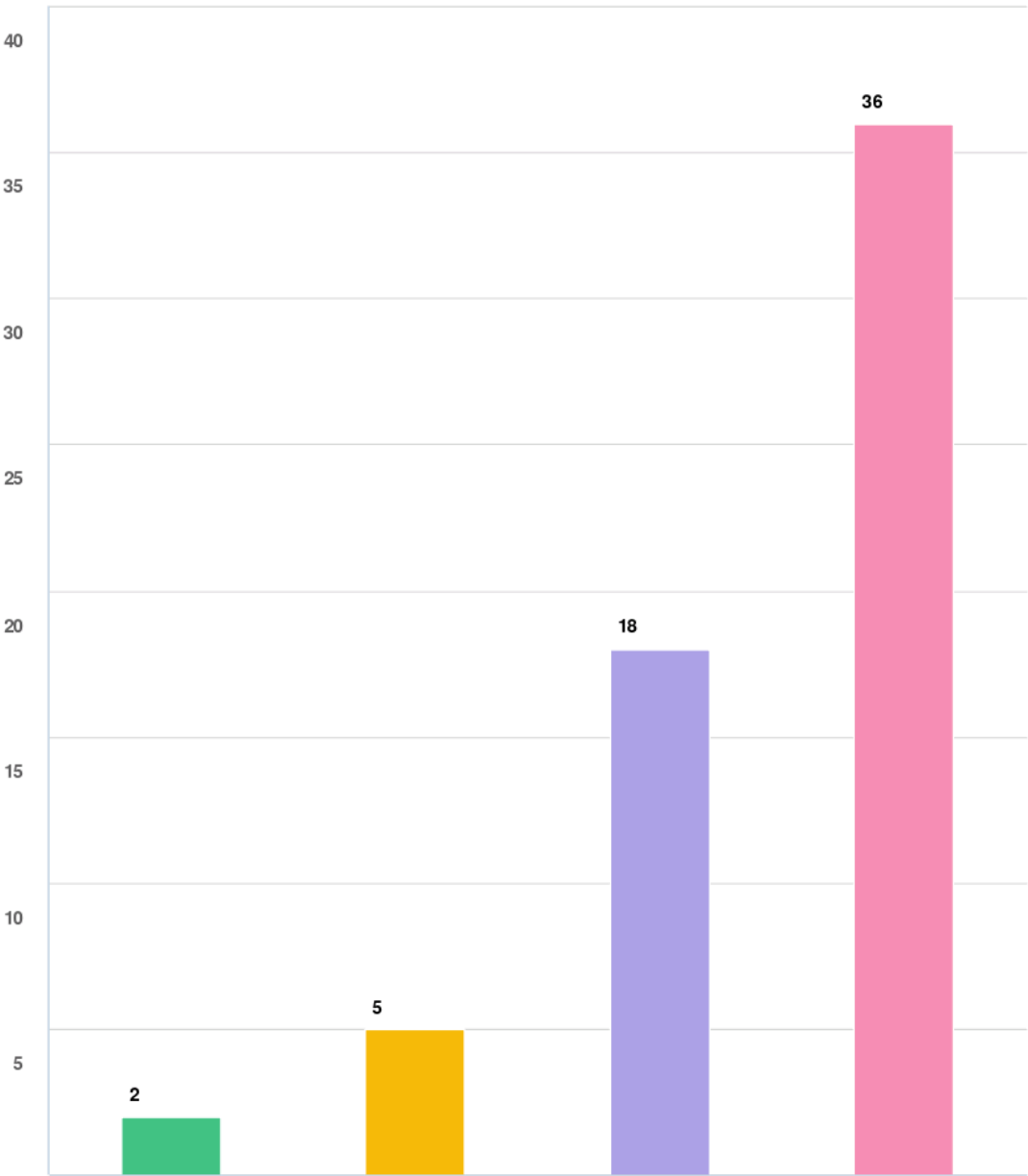
Question type: Checkbox Question

Your Kingston Your Say : Summary Report for 05 February 2022 to 06 March 2022



Your Kingston Your Say : Summary Report for 05 February 2022 to 06 March 2022

How satisfied are you with the proposed design of the pavilion?



**Question options**

☒ Not at all    ☒ Somewhat    ☒ Mostly    ☒ Very satisfied

Optional question (60 response(s), 0 skipped)  
Question type: Checkbox Question

Survey Responses

05 February 2022 - 06 March 2022

Bonbeach Pavilion Concept

Your Kingston Your Say

Project: Bonbeach Sports Reserve Pavilion Concept



VISITORS					
102					
CONTRIBUTORS			RESPONSES		
60			60		
60	0	0	60	0	0
Registered	Unverified	Anonymous	Registered	Unverified	Anonymous



Respondent No: 1

Login:

Email:

Responded At: Feb 09, 2022 22:42:57 pm

Last Seen: Feb 09, 2022 11:40:21 am

IP Address:

Q1. My interest with Bonbeach sports Reserve is: Sporting club member  
(you may select more than one)

Q2. Do you support the proposed new pavilion redevelopment? Yes

Q3. If no, why not? not answered

Q4. How satisfied are you with the proposed design of the pavilion? Mostly

Q5. What other design features should Council consider with the new pavilion development?

Extending the upper floor to cover the whole of the ground floor building. It could incorporate more offices to allow each user group to have a dedicated space. And there could be an entertaining type area outside that could allow for outdoor social events or just outdoor seating areas to watch the sport.

**Respondent No:** 2**Login:****Email:****Responded At:** Feb 15, 2022 19:17:24 pm**Last Seen:** Mar 01, 2022 04:57:08 am**IP Address:**

Q1. **My interest with Bonbeach sports Reserve is:** Sporting club member  
(you may select more than one)

Q2. **Do you support the proposed new pavilion redevelopment?** Yes

Q3. **If no, why not?** not answered

Q4. **How satisfied are you with the proposed design of the pavilion?** Very satisfied

Q5. **What other design features should Council consider with the new pavilion development?**

Extension of the verandah over the change rooms



**Respondent No:** 3**Login:****Email:****Responded At:** Feb 15, 2022 19:50:30 pm**Last Seen:** Feb 15, 2022 08:47:48 am**IP Address:**

Q1. **My interest with Bonbeach sports Reserve is:** Sporting club member  
(you may select more than one)

Q2. **Do you support the proposed new pavilion redevelopment?** Yes

Q3. **If no, why not?** not answered

Q4. **How satisfied are you with the proposed design of the pavilion?** Very satisfied

Q5. **What other design features should Council consider with the new pavilion development?**

Ensure that is user friendly for all local community groups, old and young male and female, make it a stand out community pavilion adaptable for all types functions.

**Respondent No:** 4**Login:****Email:****Responded At:** Feb 15, 2022 19:51:15 pm**Last Seen:** Feb 15, 2022 08:49:54 am**IP Address:**

Q1. My interest with Bonbeach sports Reserve is:  
(you may select more than one)

Sporting club member  
Interested community member

Q2. Do you support the proposed new pavilion  
redevelopment?

Yes

Q3. If no, why not?

not answered

Q4. How satisfied are you with the proposed design  
of the pavilion?

Very satisfied

Q5. What other design features should Council consider with the new pavilion development?

not answered

**Respondent No:** 5**Login:****Email:****Responded At:** Feb 15, 2022 19:54:34 pm**Last Seen:** Feb 15, 2022 08:51:50 am**IP Address:**

Q1. **My interest with Bonbeach sports Reserve is:**  
(you may select more than one)

Sporting club member  
Park user  
Interested community member

Q2. **Do you support the proposed new pavilion redevelopment?**

Yes

Q3. **If no, why not?**

not answered

Q4. **How satisfied are you with the proposed design of the pavilion?**

Very satisfied

Q5. **What other design features should Council consider with the new pavilion development?**

Female friendly facilities Enough space to accomodate all sporting groups & extended social activities

**Respondent No:** 6**Login:****Email:****Responded At:** Feb 15, 2022 19:57:09 pm**Last Seen:** Feb 15, 2022 08:56:40 am**IP Address:**

Q1. My interest with Bonbeach sports Reserve is: Sporting club member  
(you may select more than one)

Q2. Do you support the proposed new pavilion redevelopment? Yes

Q3. If no, why not? not answered

Q4. How satisfied are you with the proposed design of the pavilion? Very satisfied

Q5. What other design features should Council consider with the new pavilion development?  
not answered

**Respondent No:** 7**Login:****Email:****Responded At:** Feb 15, 2022 19:57:28 pm**Last Seen:** Feb 15, 2022 08:56:08 am**IP Address:**

Q1. My interest with Bonbeach sports Reserve is:  
(you may select more than one)

Sporting club member  
Park user

Q2. Do you support the proposed new pavilion redevelopment?

Yes

Q3. If no, why not?

not answered

Q4. How satisfied are you with the proposed design of the pavilion?

Mostly

Q5. What other design features should Council consider with the new pavilion development?

Need plenty of seating and cover

**Respondent No:** 8**Login:****Email:****Responded At:** Feb 15, 2022 19:58:19 pm**Last Seen:** Feb 15, 2022 08:57:47 am**IP Address:**

Q1. **My interest with Bonbeach sports Reserve is:**  
(you may select more than one)

Sporting club member  
Neighbouring resident  
Park user  
Interested community member

Q2. **Do you support the proposed new pavilion redevelopment?**

Yes

Q3. **If no, why not?**

not answered

Q4. **How satisfied are you with the proposed design of the pavilion?**

Very satisfied

Q5. **What other design features should Council consider with the new pavilion development?**

not answered



Respondent No: 9

Login:

Email:

Responded At: Feb 15, 2022 20:04:19 pm

Last Seen: Feb 15, 2022 09:02:55 am

IP Address:

Q1. My interest with Bonbeach sports Reserve is:  
(you may select more than one)

Sporting club member  
Park user  
Interested community member

Q2. Do you support the proposed new pavilion  
redevelopment?

Yes

Q3. If no, why not?

not answered

Q4. How satisfied are you with the proposed design  
of the pavilion?

Mostly

Q5. What other design features should Council consider with the new pavilion development?

I would like to see a bigger pavilion to be able to watch both grounds

**Respondent No:** 10**Login:****Email:****Responded At:** Feb 15, 2022 20:09:21 pm**Last Seen:** Feb 15, 2022 09:08:36 am**IP Address:**

Q1. My interest with Bonbeach sports Reserve is:  
(you may select more than one)

Sporting club member  
Park user

Q2. Do you support the proposed new pavilion  
redevelopment?

Yes

Q3. If no, why not?

not answered

Q4. How satisfied are you with the proposed design  
of the pavilion?

Very satisfied

Q5. What other design features should Council consider with the new pavilion development?

not answered





Respondent No: 11

Login:

Email:

Responded At: Feb 15, 2022 20:14:57 pm

Last Seen: Feb 15, 2022 09:13:00 am

IP Address: 1

Q1. My interest with Bonbeach sports Reserve is:  
(you may select more than one)

Sporting club member  
Neighbouring resident  
Park user  
Scout member  
Interested community member

Q2. Do you support the proposed new pavilion  
redevelopment?

Yes

Q3. If no, why not?

not answered

Q4. How satisfied are you with the proposed design  
of the pavilion?

Somewhat

Q5. What other design features should Council consider with the new pavilion development?

More car space



Respondent No: 12

Login:

Email:

Responded At: Feb 15, 2022 20:17:25 pm

Last Seen: Feb 15, 2022 09:03:54 am

IP Address:

Q1. My interest with Bonbeach sports Reserve is:  
(you may select more than one)

Sporting club member  
Interested community member

Q2. Do you support the proposed new pavilion  
redevelopment?

Yes

Q3. If no, why not?

not answered

Q4. How satisfied are you with the proposed design  
of the pavilion?

Mostly

Q5. What other design features should Council consider with the new pavilion development?

I'm concerned about the breezeway - is it secure? (Lockable?)

**Respondent No:** 13**Login:****Email:****Responded At:** Feb 15, 2022 20:17:49 pm**Last Seen:** Feb 15, 2022 09:16:17 am**IP Address:**

Q1. **My interest with Bonbeach sports Reserve is:** Sporting club member  
(you may select more than one)

Q2. **Do you support the proposed new pavilion redevelopment?** Yes

Q3. **If no, why not?** not answered

Q4. **How satisfied are you with the proposed design of the pavilion?** Very satisfied

Q5. **What other design features should Council consider with the new pavilion development?**  
not answered

**Respondent No:** 14**Login:****Email:****Responded At:** Feb 15, 2022 20:19:00 pm**Last Seen:** Feb 15, 2022 09:18:15 am**IP Address:**

Q1. My interest with Bonbeach sports Reserve is: Sporting club member  
(you may select more than one)

Q2. Do you support the proposed new pavilion redevelopment? Yes

Q3. If no, why not? not answered

Q4. How satisfied are you with the proposed design of the pavilion? Mostly

Q5. What other design features should Council consider with the new pavilion development?  
not answered

**Respondent No:** 15**Login:****Email:****Responded At:** Feb 15, 2022 20:21:08 pm**Last Seen:** Feb 15, 2022 09:20:34 am**IP Address:**

Q1. **My interest with Bonbeach sports Reserve is:**  
(you may select more than one)

Sporting club member  
Neighbouring resident  
Interested community member

Q2. **Do you support the proposed new pavilion redevelopment?**

Yes

Q3. **If no, why not?**

not answered

Q4. **How satisfied are you with the proposed design of the pavilion?**

Very satisfied

Q5. **What other design features should Council consider with the new pavilion development?**

not answered

**Respondent No:** 16**Login:****Email:****Responded At:** Feb 15, 2022 20:22:37 pm**Last Seen:** Feb 15, 2022 09:21:58 am**IP Address:**

Q1. **My interest with Bonbeach sports Reserve is:**  
(you may select more than one)

Sporting club member  
Park user  
Interested community member

Q2. **Do you support the proposed new pavilion redevelopment?**

Yes

Q3. **If no, why not?**

not answered

Q4. **How satisfied are you with the proposed design of the pavilion?**

Very satisfied

Q5. **What other design features should Council consider with the new pavilion development?**

not answered

**Respondent No:** 17**Login:****Email:****Responded At:** Feb 15, 2022 20:23:14 pm**Last Seen:** Feb 15, 2022 09:21:21 am**IP Address:**

Q1. **My interest with Bonbeach sports Reserve is:** Sporting club member  
(you may select more than one)

Q2. **Do you support the proposed new pavilion redevelopment?** Yes

Q3. **If no, why not?** not answered

Q4. **How satisfied are you with the proposed design of the pavilion?** Very satisfied

Q5. **What other design features should Council consider with the new pavilion development?**  
not answered

**Respondent No:** 18**Login:****Email:****Responded At:** Feb 15, 2022 20:24:30 pm**Last Seen:** Feb 15, 2022 09:23:45 am**IP Address:**

Q1. **My interest with Bonbeach sports Reserve is:**  
(you may select more than one)

Sporting club member  
Park user  
Interested community member

Q2. **Do you support the proposed new pavilion redevelopment?**

Yes

Q3. **If no, why not?**

not answered

Q4. **How satisfied are you with the proposed design of the pavilion?**

Mostly

Q5. **What other design features should Council consider with the new pavilion development?**

not answered



**Respondent No:** 19**Login:****Email:****Responded At:** Feb 15, 2022 20:28:46 pm**Last Seen:** Feb 15, 2022 09:28:13 am**IP Address:**

Q1. My interest with Bonbeach sports Reserve is: Sporting club member  
(you may select more than one)

Q2. Do you support the proposed new pavilion redevelopment? Yes

Q3. If no, why not? not answered

Q4. How satisfied are you with the proposed design of the pavilion? Very satisfied

Q5. What other design features should Council consider with the new pavilion development?  
not answered

**Respondent No:** 20**Login:****Email:****Responded At:** Feb 15, 2022 20:28:48 pm**Last Seen:** Feb 15, 2022 09:28:12 am**IP Address:**

Q1. **My interest with Bonbeach sports Reserve is:** Sporting club member  
(you may select more than one)

Q2. **Do you support the proposed new pavilion redevelopment?** Yes

Q3. **If no, why not?** not answered

Q4. **How satisfied are you with the proposed design of the pavilion?** Very satisfied

Q5. **What other design features should Council consider with the new pavilion development?**  
not answered

**Respondent No:** 21**Login:****Email:****Responded At:** Feb 15, 2022 20:33:32 pm**Last Seen:** Feb 15, 2022 09:28:38 am**IP Address:**

Q1. **My interest with Bonbeach sports Reserve is:**  
(you may select more than one)

Sporting club member  
Park user  
Interested community member

Q2. **Do you support the proposed new pavilion redevelopment?**

Yes

Q3. **If no, why not?**

not answered

Q4. **How satisfied are you with the proposed design of the pavilion?**

Very satisfied

Q5. **What other design features should Council consider with the new pavilion development?**

Health and wellness centre, indoor gym.



Respondent No: 22

Login:

Email:

Responded At: Feb 15, 2022 20:37:22 pm

Last Seen: Feb 15, 2022 09:36:53 am

IP Address:

Q1. My interest with Bonbeach sports Reserve is:  
(you may select more than one)

Sporting club member  
Neighbouring resident  
Park user

Q2. Do you support the proposed new pavilion  
redevelopment?

Yes

Q3. If no, why not?

not answered

Q4. How satisfied are you with the proposed design  
of the pavilion?

Mostly

Q5. What other design features should Council consider with the new pavilion development?

not answered

**Respondent No:** 23**Login:****Email:****Responded At:** Feb 15, 2022 20:40:17 pm**Last Seen:** Feb 15, 2022 09:39:44 am**IP Address:**

Q1. **My interest with Bonbeach sports Reserve is:**  
(you may select more than one)

Sporting club member  
Park user  
Interested community member

Q2. **Do you support the proposed new pavilion redevelopment?**

Yes

Q3. **If no, why not?**

not answered

Q4. **How satisfied are you with the proposed design of the pavilion?**

Very satisfied

Q5. **What other design features should Council consider with the new pavilion development?**

not answered



Respondent No: 24

Login:

Email:

Responded At: Feb 15, 2022 20:40:18 pm

Last Seen: Feb 15, 2022 09:39:14 am

IP Address:

Q1. My interest with Bonbeach sports Reserve is: Sporting club member  
(you may select more than one) Park user

Q2. Do you support the proposed new pavilion redevelopment? Yes

Q3. If no, why not? not answered

Q4. How satisfied are you with the proposed design of the pavilion? Very satisfied

Q5. What other design features should Council consider with the new pavilion development?  
not answered

**Respondent No:** 25**Login:****Email:****Responded At:** Feb 15, 2022 20:47:17 pm**Last Seen:** Feb 15, 2022 09:43:53 am**IP Address:**

- Q1. **My interest with Bonbeach sports Reserve is:**  
(you may select more than one)
- Sporting club member  
Interested community member
- 
- Q2. **Do you support the proposed new pavilion redevelopment?**
- Yes
- 
- Q3. **If no, why not?**
- not answered
- 
- Q4. **How satisfied are you with the proposed design of the pavilion?**
- Very satisfied
- 
- Q5. **What other design features should Council consider with the new pavilion development?**
- An upgrade to the cricket nets!!!!
-

**Respondent No:** 26**Login:****Email:****Responded At:** Feb 15, 2022 20:48:21 pm**Last Seen:** Feb 15, 2022 09:47:05 am**IP Address:**

Q1. **My interest with Bonbeach sports Reserve is:**  
(you may select more than one)

Sporting club member  
Neighbouring resident  
Park user  
Interested community member

Q2. **Do you support the proposed new pavilion redevelopment?**

Yes

Q3. **If no, why not?**

not answered

Q4. **How satisfied are you with the proposed design of the pavilion?**

Very satisfied

Q5. **What other design features should Council consider with the new pavilion development?**

Shade/covered areas overlooking grounds



**Respondent No:** 27**Login:****Email:****Responded At:** Feb 15, 2022 20:48:28 pm**Last Seen:** Feb 15, 2022 09:47:45 am**IP Address:**

Q1. **My interest with Bonbeach sports Reserve is:**  
(you may select more than one)

Sporting club member  
Park user  
Interested community member

Q2. **Do you support the proposed new pavilion redevelopment?**

Yes

Q3. **If no, why not?**

not answered

Q4. **How satisfied are you with the proposed design of the pavilion?**

Very satisfied

Q5. **What other design features should Council consider with the new pavilion development?**

not answered

**Respondent No:** 28**Login:****Email:****Responded At:** Feb 15, 2022 20:51:31 pm**Last Seen:** Feb 15, 2022 09:50:42 am**IP Address:**

Q1. My interest with Bonbeach sports Reserve is: Sporting club member  
(you may select more than one)

Q2. Do you support the proposed new pavilion redevelopment? Yes

Q3. If no, why not? not answered

Q4. How satisfied are you with the proposed design of the pavilion? Very satisfied

Q5. What other design features should Council consider with the new pavilion development?  
not answered

**Respondent No:** 29**Login:****Email:****Responded At:** Feb 15, 2022 20:52:36 pm**Last Seen:** Feb 15, 2022 09:51:18 am**IP Address:**

Q1. **My interest with Bonbeach sports Reserve is:** Sporting club member  
(you may select more than one)

Q2. **Do you support the proposed new pavilion redevelopment?** Yes

Q3. **If no, why not?** not answered

Q4. **How satisfied are you with the proposed design of the pavilion?** Very satisfied

Q5. **What other design features should Council consider with the new pavilion development?**  
not answered

**Respondent No:** 30**Login:****Email:****Responded At:** Feb 15, 2022 20:58:33 pm**Last Seen:** Feb 15, 2022 09:55:53 am**IP Address:**

Q1. **My interest with Bonbeach sports Reserve is:**  
(you may select more than one)

Sporting club member  
Neighbouring resident  
Park user

Q2. **Do you support the proposed new pavilion  
redevelopment?**

Yes

Q3. **If no, why not?**

not answered

Q4. **How satisfied are you with the proposed design  
of the pavilion?**

Very satisfied

Q5. **What other design features should Council consider with the new pavilion development?**

not answered



Respondent No: 31

Login:

Email:

Responded At: Feb 15, 2022 21:00:17 pm

Last Seen: Feb 15, 2022 09:59:27 am

IP Address:

Q1. My interest with Bonbeach sports Reserve is:  
(you may select more than one)

Sporting club member  
Park user  
Interested community member

Q2. Do you support the proposed new pavilion  
redevelopment?

Yes

Q3. If no, why not?

not answered

Q4. How satisfied are you with the proposed design  
of the pavilion?

Mostly

Q5. What other design features should Council consider with the new pavilion development?

There needs to be a clear vision of the playing fields

**Respondent No:** 32**Login:****Email:****Responded At:** Feb 15, 2022 21:10:16 pm**Last Seen:** Feb 15, 2022 10:09:45 am**IP Address:**

Q1. **My interest with Bonbeach sports Reserve is:**  
(you may select more than one)

Sporting club member  
Neighbouring resident  
Park user

Q2. **Do you support the proposed new pavilion redevelopment?**

Yes

Q3. **If no, why not?**

not answered

Q4. **How satisfied are you with the proposed design of the pavilion?**

Very satisfied

Q5. **What other design features should Council consider with the new pavilion development?**

not answered

**Respondent No:** 33**Login:****Email:****Responded At:** Feb 15, 2022 21:25:31 pm**Last Seen:** Feb 15, 2022 10:24:58 am**IP Address:**

Q1. **My interest with Bonbeach sports Reserve is:**  
(you may select more than one)

Sporting club member  
Park user  
Interested community member

Q2. **Do you support the proposed new pavilion redevelopment?**

Yes

Q3. **If no, why not?**

not answered

Q4. **How satisfied are you with the proposed design of the pavilion?**

Mostly  
Very satisfied

Q5. **What other design features should Council consider with the new pavilion development?**

not answered



Respondent No: 34

Login:

Email:

Responded At: Feb 15, 2022 21:25:53 pm

Last Seen: Feb 15, 2022 10:24:53 am

IP Address:

Q1. My interest with Bonbeach sports Reserve is: Neighbouring resident  
(you may select more than one)

Q2. Do you support the proposed new pavilion redevelopment? Yes

Q3. If no, why not? not answered

Q4. How satisfied are you with the proposed design of the pavilion? Mostly

Q5. What other design features should Council consider with the new pavilion development?

Adequate parking and bike racks



**Respondent No:** 35**Login:****Email:****Responded At:** Feb 15, 2022 21:36:25 pm**Last Seen:** Feb 15, 2022 10:35:35 am**IP Address:**

Q1. **My interest with Bonbeach sports Reserve is:**  
(you may select more than one)

Sporting club member

Park user

Q2. **Do you support the proposed new pavilion  
redevelopment?**

Yes

Q3. **If no, why not?**

not answered

Q4. **How satisfied are you with the proposed design  
of the pavilion?**

Very satisfied

Q5. **What other design features should Council consider with the new pavilion development?**

not answered

**Respondent No:** 36**Login:****Email:****Responded At:** Feb 15, 2022 21:53:50 pm**Last Seen:** Feb 15, 2022 10:53:10 am**IP Address:**

Q1. **My interest with Bonbeach sports Reserve is:**  
(you may select more than one)

Sporting club member  
Park user  
Interested community member

Q2. **Do you support the proposed new pavilion redevelopment?**

Yes

Q3. **If no, why not?**

not answered

Q4. **How satisfied are you with the proposed design of the pavilion?**

Very satisfied

Q5. **What other design features should Council consider with the new pavilion development?**

not answered

**Respondent No:** 37**Login:****Email:****Responded At:** Feb 15, 2022 22:06:08 pm**Last Seen:** Feb 15, 2022 11:05:00 am**IP Address:**

Q1. **My interest with Bonbeach sports Reserve is:** Sporting club member  
(you may select more than one)

Q2. **Do you support the proposed new pavilion redevelopment?** Yes

Q3. **If no, why not?** not answered

Q4. **How satisfied are you with the proposed design of the pavilion?** Very satisfied

Q5. **What other design features should Council consider with the new pavilion development?**

More outdoor seating

**Respondent No:** 38**Login:****Email:****Responded At:** Feb 15, 2022 22:08:19 pm**Last Seen:** Feb 15, 2022 11:04:41 am**IP Address:**

- Q1. **My interest with Bonbeach sports Reserve is:**  
(you may select more than one)
- Sporting club member  
Neighbouring resident
- 
- Q2. **Do you support the proposed new pavilion redevelopment?**
- Yes
- 
- Q3. **If no, why not?**
- not answered
- 
- Q4. **How satisfied are you with the proposed design of the pavilion?**
- Very satisfied
- 
- Q5. **What other design features should Council consider with the new pavilion development?**
- Desperate for an additional synthetic wicket to be layed on BB3 for junior cricket to cover growth demands in boy and girl cricket prior to the start of the 2022/23 season
-



Respondent No: 39

Login:

Email:

Responded At: Feb 15, 2022 22:27:11 pm

Last Seen: Feb 15, 2022 11:25:08 am

IP Address:

Q1. My interest with Bonbeach sports Reserve is:  
(you may select more than one)

Park user

Interested community member

Q2. Do you support the proposed new pavilion  
redevelopment?

Yes

Q3. If no, why not?

not answered

Q4. How satisfied are you with the proposed design  
of the pavilion?

Somewhat

Q5. What other design features should Council consider with the new pavilion development?

Accessibility for people with disability means more than ramp access. It would be great to add accessible pathways from the club to the car park, and to factor in access to the playground, and accessible change rooms

**Respondent No:** 40**Login:****Email:****Responded At:** Feb 15, 2022 22:31:20 pm**Last Seen:** Feb 15, 2022 11:30:07 am**IP Address:**

Q1. **My interest with Bonbeach sports Reserve is:** Sporting club member  
(you may select more than one)

Q2. **Do you support the proposed new pavilion redevelopment?** Yes

Q3. **If no, why not?** not answered

Q4. **How satisfied are you with the proposed design of the pavilion?** Very satisfied

Q5. **What other design features should Council consider with the new pavilion development?**  
not answered



Respondent No: 41

Login:

Email:

Responded At: Feb 15, 2022 22:59:55 pm

Last Seen: Feb 15, 2022 11:58:37 am

IP Address:

Q1. My interest with Bonbeach sports Reserve is:  
(you may select more than one)

Sporting club member  
Neighbouring resident  
Park user  
Interested community member

Q2. Do you support the proposed new pavilion  
redevelopment?

Yes

Q3. If no, why not?

not answered

Q4. How satisfied are you with the proposed design  
of the pavilion?

Very satisfied

Q5. What other design features should Council consider with the new pavilion development?

Ample parking around the complex, and remove the grass around netball courts.



Respondent No: 42

Login:

Email:

Responded At: Feb 15, 2022 23:40:01 pm

Last Seen: Feb 15, 2022 12:39:17 pm

IP Address:

Q1. My interest with Bonbeach sports Reserve is:  
(you may select more than one)

Sporting club member  
Park user  
Interested community member

Q2. Do you support the proposed new pavilion  
redevelopment?

Yes

Q3. If no, why not?

not answered

Q4. How satisfied are you with the proposed design  
of the pavilion?

Mostly

Q5. What other design features should Council consider with the new pavilion development?

not answered



**Respondent No:** 43**Login:****Email:****Responded At:** Feb 16, 2022 07:56:36 am**Last Seen:** Feb 15, 2022 20:55:56 pm**IP Address:**

Q1. **My interest with Bonbeach sports Reserve is:**  
(you may select more than one)

Sporting club member  
Neighbouring resident  
Park user  
Interested community member

Q2. **Do you support the proposed new pavilion redevelopment?**

Yes

Q3. **If no, why not?**

not answered

Q4. **How satisfied are you with the proposed design of the pavilion?**

Mostly

Q5. **What other design features should Council consider with the new pavilion development?**

Please listen to the volunteers at the club and incorporate some of their ideas



Respondent No: 44

Login:

Email:

Responded At: Feb 16, 2022 09:11:26 am

Last Seen: Feb 15, 2022 22:09:57 pm

IP Address:

Q1. My interest with Bonbeach sports Reserve is:  
(you may select more than one)

Sporting club member  
Neighbouring resident  
Park user

Q2. Do you support the proposed new pavilion  
redevelopment?

Yes

Q3. If no, why not?

not answered

Q4. How satisfied are you with the proposed design  
of the pavilion?

Very satisfied

Q5. What other design features should Council consider with the new pavilion development?

Viewing deck on roof of building

**Respondent No:** 45**Login:****Email:****Responded At:** Feb 16, 2022 09:29:34 am**Last Seen:** Feb 15, 2022 22:24:53 pm**IP Address:**

Q1. **My interest with Bonbeach sports Reserve is:** Sporting club member  
(you may select more than one)

Q2. **Do you support the proposed new pavilion redevelopment?** Yes

Q3. **If no, why not?** not answered

Q4. **How satisfied are you with the proposed design of the pavilion?** Very satisfied

Q5. **What other design features should Council consider with the new pavilion development?**

Surrounding lighting and secure areas around reserve at evenings



Respondent No: 46

Login:

Email:

Responded At: Feb 16, 2022 10:08:19 am

Last Seen: Feb 15, 2022 23:07:24 pm

IP Address:

Q1. My interest with Bonbeach sports Reserve is: Interested community member  
(you may select more than one)

Q2. Do you support the proposed new pavilion redevelopment? Yes

Q3. If no, why not? not answered

Q4. How satisfied are you with the proposed design of the pavilion? Mostly

Q5. What other design features should Council consider with the new pavilion development?  
not answered



Respondent No: 47

Login:

Email:

Responded At: Feb 16, 2022 13:51:20 pm

Last Seen: Feb 15, 2022 10:57:42 am

IP Address:

Q1. My interest with Bonbeach sports Reserve is:  
(you may select more than one)

Sporting club member  
Neighbouring resident  
Park user  
Interested community member

Q2. Do you support the proposed new pavilion  
redevelopment?

Yes

Q3. If no, why not?

not answered

Q4. How satisfied are you with the proposed design  
of the pavilion?

Very satisfied

Q5. What other design features should Council consider with the new pavilion development?

More bins for waste disposal

**Respondent No:** 48**Login:****Email:****Responded At:** Feb 16, 2022 14:42:13 pm**Last Seen:** Feb 16, 2022 03:37:03 am**IP Address:**

Q1. **My interest with Bonbeach sports Reserve is:** Sporting club member  
(you may select more than one)

Q2. **Do you support the proposed new pavilion redevelopment?** Yes

Q3. **If no, why not?** not answered

Q4. **How satisfied are you with the proposed design of the pavilion?** Very satisfied

Q5. **What other design features should Council consider with the new pavilion development?**

Shaded areas, Scoreboards, bins,



Respondent No: 49

Login:

Email:

Responded At: Feb 16, 2022 16:26:11 pm

Last Seen: Feb 16, 2022 05:25:32 am

IP Address:

Q1. My interest with Bonbeach sports Reserve is: Park user  
(you may select more than one)

Q2. Do you support the proposed new pavilion redevelopment? Undecided

Q3. If no, why not? not answered

Q4. How satisfied are you with the proposed design of the pavilion? Somewhat

Q5. What other design features should Council consider with the new pavilion development?  
not answered

**Respondent No:** 50**Login:****Email:****Responded At:** Feb 17, 2022 11:33:29 am**Last Seen:** Feb 17, 2022 00:29:40 am**IP Address:**

- Q1. **My interest with Bonbeach sports Reserve is:**  
(you may select more than one)
- Neighbouring resident  
Park user
- 
- Q2. **Do you support the proposed new pavilion redevelopment?**
- No
- 
- Q3. **If no, why not?**
- There is enough noise, cars, shouting, horns beeping and people hanging around being noisy and feral as it is.
- 
- Q4. **How satisfied are you with the proposed design of the pavilion?**
- Not at all
- 
- Q5. **What other design features should Council consider with the new pavilion development?**
- Consider putting noisy and busy sporting venues, which no immediate residents use, in industrial areas away from long suffering residents.
-





Respondent No: 51

Login:

Email:

Responded At: Feb 17, 2022 11:47:21 am

Last Seen: Feb 17, 2022 00:38:40 am

IP Address:

Q1. My interest with Bonbeach sports Reserve is:  
(you may select more than one)

Neighbouring resident  
Park user  
Interested community member

Q2. Do you support the proposed new pavilion redevelopment?

Undecided

Q3. If no, why not?

not answered

Q4. How satisfied are you with the proposed design of the pavilion?

Somewhat

Q5. What other design features should Council consider with the new pavilion development?

More car parking spaces. The local streets get clogged with the overspill of cars using the facilities, it is a nightmare for the local residents and ratepayers on the days that sporting events take place.



Respondent No: 52

Login:

Email:

Responded At: Feb 17, 2022 16:29:02 pm

Last Seen: Feb 17, 2022 05:27:56 am

IP Address:

Q1. My interest with Bonbeach sports Reserve is:  
(you may select more than one)

Neighbouring resident  
Park user  
Interested community member

Q2. Do you support the proposed new pavilion  
redevelopment?

Yes

Q3. If no, why not?

not answered

Q4. How satisfied are you with the proposed design  
of the pavilion?

Mostly

Q5. What other design features should Council consider with the new pavilion development?

not answered

**Respondent No:** 53**Login:****Email:****Responded At:** Feb 17, 2022 20:22:33 pm**Last Seen:** Feb 17, 2022 09:21:12 am**IP Address:**

Q1. **My interest with Bonbeach sports Reserve is:**  
(you may select more than one)

Neighbouring resident  
Park user  
Interested community member

Q2. **Do you support the proposed new pavilion redevelopment?**

Yes

Q3. **If no, why not?**

not answered

Q4. **How satisfied are you with the proposed design of the pavilion?**

Mostly

Q5. **What other design features should Council consider with the new pavilion development?**

not answered



Respondent No: 54

Login:

Email:

Responded At: Feb 19, 2022 13:56:06 pm

Last Seen: Feb 19, 2022 02:51:07 am

IP Address:

Q1. My interest with Bonbeach sports Reserve is:  
(you may select more than one)

Neighbouring resident  
Park user  
Interested community member

Q2. Do you support the proposed new pavilion  
redevelopment?

Yes

Q3. If no, why not?

not answered

Q4. How satisfied are you with the proposed design  
of the pavilion?

Very satisfied

Q5. What other design features should Council consider with the new pavilion development?

A public tennis court or two and an outside basketball court. I love the plan to redevelop the pavilion but I feel it would be hugely beneficial for our kids in the area (and adults) to have more of a range of sports to choose from.

**Respondent No:** 55**Login:****Email:****Responded At:** Feb 21, 2022 11:35:07 am**Last Seen:** Feb 21, 2022 00:31:44 am**IP Address:**

Q1. **My interest with Bonbeach sports Reserve is:** Interested community member  
(you may select more than one)

Q2. **Do you support the proposed new pavilion redevelopment?** Yes

Q3. **If no, why not?** not answered

Q4. **How satisfied are you with the proposed design of the pavilion?** Mostly

Q5. **What other design features should Council consider with the new pavilion development?**

Inclusion of various ESD principles including storm water capture and reuse; solar panels and batteries; thermal glass and the like

**Respondent No:** 56**Login:****Email:****Responded At:** Feb 21, 2022 22:22:28 pm**Last Seen:** Feb 21, 2022 11:20:20 am**IP Address:**

Q1. **My interest with Bonbeach sports Reserve is:**  
(you may select more than one)

Sporting club member  
Neighbouring resident  
Interested community member

Q2. **Do you support the proposed new pavilion redevelopment?**

Yes

Q3. **If no, why not?**

not answered

Q4. **How satisfied are you with the proposed design of the pavilion?**

Very satisfied

Q5. **What other design features should Council consider with the new pavilion development?**

The design looks magnificent



Respondent No: 57

Login:

Email:

Responded At: Feb 24, 2022 01:56:45 am

Last Seen: Feb 23, 2022 14:24:29 pm

IP Address:

- Q1. **My interest with Bonbeach sports Reserve is:**  
(you may select more than one)
- Neighbouring resident
  - Park user
  - Interested community member
- 
- Q2. **Do you support the proposed new pavilion redevelopment?**
- No
- 
- Q3. **If no, why not?**
- The pavilion is too large for the area and the limited weekend use. We also have a large pavilion to service the main oval already which is a monstrosity. Also never see the car park full, so the footprint should be reduced. \$8.3M is too much!!!
- 
- Q4. **How satisfied are you with the proposed design of the pavilion?**
- Not at all
- 
- Q5. **What other design features should Council consider with the new pavilion development?**
- None, consider removing the second story and some change rooms. Benchmark costings with other councils. Casey builds pavilions for approximately \$3m. \$8.3m is outrageous for a couple local ovals when there's already a large pavilion servicing the main oval. Not in keeping with the environment either.
-



Respondent No: 58

Login:

Email:

Responded At: Feb 24, 2022 20:09:33 pm

Last Seen: Feb 24, 2022 07:16:36 am

IP Address:

Q1. My interest with Bonbeach sports Reserve is: Sporting club member  
(you may select more than one) Interested community member

Q2. Do you support the proposed new pavilion redevelopment? Yes

Q3. If no, why not? not answered

Q4. How satisfied are you with the proposed design of the pavilion? Mostly

Q5. What other design features should Council consider with the new pavilion development?

Looking at the change rooms and amenities, I hope they include toilet and showers and not like the upgraded Bonbeach sporting club at the other end of the oval, where they failed to put toilets into the change rooms which is ridiculous that the sports players can change and shower but can not go to the toilet in their own rooms, they have to go out and use public toilets.



**Respondent No:** 59**Login:****Email:****Responded At:** Mar 01, 2022 08:59:07 am**Last Seen:** Feb 28, 2022 21:58:34 pm**IP Address:**

Q1. My interest with Bonbeach sports Reserve is: Interested community member  
(you may select more than one)

Q2. Do you support the proposed new pavilion redevelopment? Yes

Q3. If no, why not? not answered

Q4. How satisfied are you with the proposed design of the pavilion? Mostly

Q5. What other design features should Council consider with the new pavilion development?  
not answered

**Respondent No:** 60**Login:****Email:****Responded At:** Mar 04, 2022 21:26:24 pm**Last Seen:** Mar 04, 2022 10:17:14 am**IP Address:**

Q1. **My interest with Bonbeach sports Reserve is:**  
(you may select more than one)

Neighbouring resident  
Interested community member

Q2. **Do you support the proposed new pavilion redevelopment?**

Yes

Q3. **If no, why not?**

not answered

Q4. **How satisfied are you with the proposed design of the pavilion?**

Somewhat

Q5. **What other design features should Council consider with the new pavilion development?**

- asphalt car park - drink taps including for dogs - community gym





SPATIAL RELATIONSHIP DIAGRAM 02  
3 SETS OF CHANGEROOMS



**k20 Architecture**  
schematic design

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South Melbourne, Victoria 3205  
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PROJECT  
BONBEACH RESERVE SPORTS PAVILION

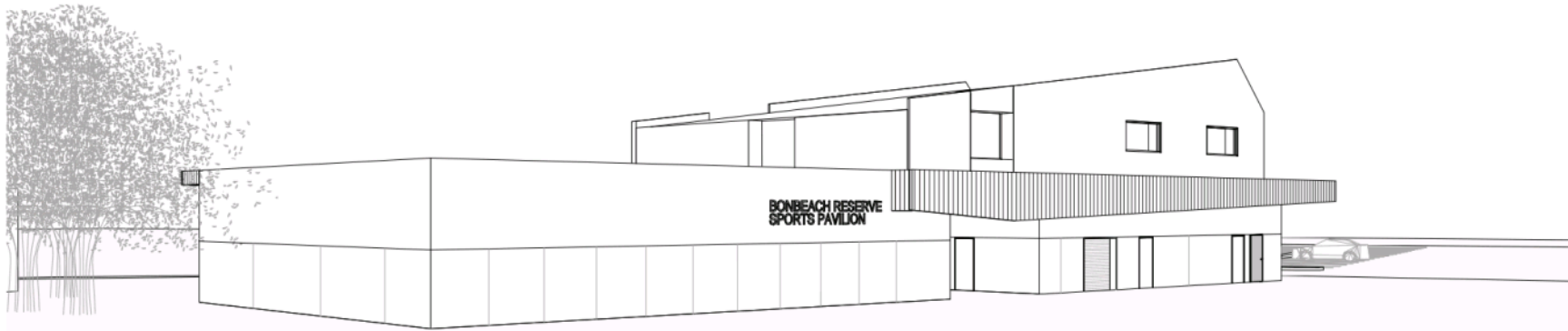
CLIENT  
CITY OF KINGSTON



SCALE: @ A3  
AUTHOR  
JS  
DATE  
17/01/22  
PROJECT ID  
04658018

3D VIEW 01  
SD06  
P00

C:\projects\Bonbeach Reserve Sports Pavilion\3D Drawings\SD06\_3D View 01.dwg  
17/01/22 14:00:00



**k20 Architecture**  
schematic design

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PROJECT  
BONBEACH RESERVE SPORTS PAVILION

CLIENT  
CITY OF KINGSTON



SCALE: @ A3  
AUTHOR  
JS  
DATE  
17/01/22  
PROJECT ID  
04658018

3D VIEW 02

DATE: 17/01/22  
SD07  
REV: P00

C:\projects\Bonbeach Sports Reserve\3D Drawings\3D View 02.dwg  
17/01/22 14:00:00

26 April 2022

**Agenda Item No: 10.4**

### **LXRP - ASSET ALLOCATION UPDATE AND POTENTIAL STREETSCAPE UPGRADES**

**Contact Officer: Claire Audley, Project Manager**

**James Kearney, Senior Project Manager, Project Management Office**

#### **Purpose of Report**

The purpose of this report is to provide an update to Councillors on the final list of assets allocated to Council as part of the Level Crossing Removal Project along the Frankston Line. As the final list has increased from what was originally reported to and agreed by Council in May 2019, the LXRP has agreed to provide funding to Council to cover the additional maintenance for 10 years.

The report suggests that this funding is used as a contribution towards potential streetscape improvements in Edithvale and Bonbeach, as opportunities to upgrade these areas have been recently requested by Councillors and local community groups.

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

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

#### **RECOMMENDATION**

That Council:

1. Note the final list of assets that are allocated to Council at the completion of the Carrum, Cheltenham, Mentone, Edithvale, Chelsea and Bonbeach Level Crossing Removal Projects and their anticipated maintenance costs over the next 10 years, as shown in Appendix 1;
2. Authorise the Chief Executive Officer to execute the required agreements once settled with the LXRP, to cover the increase in maintenance costs from the original agreement;
3. Endorse the use of this funding towards the design and construction of shopping centre upgrades opposite the railway corridor in Edithvale and subject to the availability of funds in Bonbeach; and
4. Receive a future report once the scope and timing of these projects is determined.

#### **1. Executive Summary**

Through the Level Crossing Removal Project (LXRP), the Victorian State Government has invested more than \$1 billion for works within the City of Kingston, the most significant of any municipality. As part of these works, a range of non-rail assets will be constructed including shared user paths, street furniture, public lighting, drainage and landscaping works. As the community is the primary beneficiary of these assets, they are transferred to Council to maintain once the project is complete, thus becoming Council Assets.

At the Council Meeting on 27 May 2019, an indicative list of Council Assets was provided by the LXR to assist in the Council's decision to partially fund the Cheltenham and Mentone deck extensions, in exchange for maintenance of the infrastructure assets. Since this time, the LXR has announced additional Level Crossing Removal Projects along the Frankston Railway Line within the City of Kingston. Additionally, Council has worked with the LXR to successfully advocate for additional project works which were not included in the original indicative list (e.g. Chelsea Pedestrian Bridge).

At a Councillor Information Session in September 2020, an update was provided to Councillors to advise that officers will commence a detailed review of additional non-rail infrastructure assets. This review is now completed a final list has now been agreed between officers and the LXR project team (Appendix 1). This confirms that there has been an increase in assets, in comparison with the original agreement.

Officers have received Councillor requests and enquiries from local community groups and traders requesting upgrades to the activity centres in Edithvale, Chelsea and Bonbeach during the period the LXR have been completing its works. This report proposes to allocate the additional funding provided by the LXR towards projects in Edithvale and Bonbeach subject to the available funds.

## 2. Background

At its Council Meeting on 27 May 2019, Council resolved to:

1. *Make a capital allocation to a maximum value of \$2,000,000 to provide for the construction of additional open space in the form of expanded decking at the Cheltenham and Mentone level crossing removals;*
2. *Make a capital allocation to a maximum value of \$900,000 to provide for an expansion of the planned carparking as per option 1 as part of the Level Crossing Removal Project at Cheltenham.*
3. *Authorise the Chief Executive Officer to do all things necessary to implement recommendations 1 and 2 above including the execution of all required agreements to give effect to these resolutions;*
4. *Authorise the Chief Executive Officer to formulate with the Level Crossing Removal Program an agreement to maintain the assets following agreed defects liability periods, identified in the table contained in Appendix 1 in this report;*

A financial analysis was used at the time to quantify the offset of Council providing a \$2 million capital cost contribution for the LXR to construct the Cheltenham and Mentone urban design enhancements. In return, Council would take on maintenance duties for a range of non-rail related infrastructure assets constructed as part of the projects. An indicative list was provided by the LXR to determine the maintenance and asset renewal costs. This analysis illustrated that there would be positive Net Present Value (of benefits greater than costs) as of 2030.

Since the Councillor Information Session on 14 September 2020, where a briefing was provided to Councillors, officers have worked collaboratively with the LXR Project team to review the asset allocation drawings at Carrum, Cheltenham, Mentone, Edithvale, Chelsea, and Bonbeach as detailed design documentation has been resolved.

## 3. Discussion

### 3.1 Council Plan Alignment

Strategic Direction: Liveable - Our city will be a vibrant, enjoyable, and easy place to live.

Strategy: invest in high-quality community assets



This report provides guidance to Council on the management of assets created through the Level Crossing Removal Project.

### 3.2 Consultation/Internal Review

There has been extensive collaboration between Council Officers and relevant stakeholders throughout the various Level Crossing Removal Projects within the City of Kingston. Input has been provided from the following Council teams and departments in relation to confirmation of quantities, estimating unit rates for maintenance costs and asset renewal costs:

- Infrastructure
- Open Space
- Community Buildings
- Property
- Traffic and Transport

### 3.3 Operation and Strategic Issues

#### 3.3.1 Final List of Council Assets

The final list of assets allocated to Council along the Frankston Railway Corridor is provided in Appendix 1. This confirms the following key points:

- (a) Additional assets have been included by the LXP including:
  - Carrum half-court basketball court providing a local recreational space.
  - Chelsea, Bonbeach and Edithvale project works, including a continuous Shared User Path connecting Edithvale to Carrum and associated landscaping.
  - Artworks such as the murals at Patterson River Bridge, Carrum Basketball Court and a new light sculpture on Station Street and Nepean Highway next to the new Chelsea Pedestrian Bridge.
- (b) Council has worked with the LXP to successfully advocate for additional project works, such as:
  - Cheltenham Forecourt Stage 1, enabling a more enhanced and vibrant open space. This work was largely funded by Council.
  - Chelsea Pedestrian Bridge, providing urban design enhancements and direct access from Station Street to The Strand.
- (c) Some asset types have decreased as they were originally anticipated to be Council Assets but have now been reallocated to another appropriate authority (such as Metro Trains Melbourne).
- (d) Officers are still reviewing the Carrum Foreshore Water Feature and have reflected concerns to the LXP regarding this element, and hence it is yet to be agreed between the parties. It is proposed that any adjustments regarding this element will be considered by the CEO prior to finalising any agreements with the LXP.

It is important to note that additional assets are likely to be created by the Parkdale and Mentone Level Crossing Removal Project, however the scope of this project is not yet determined and so it is not included in this review.

#### 3.3.2 Funding Offer

Based on the final list, it is mutually agreed that there is an increase in Council Assets, and therefore the expected maintenance costs to Council over the first 10 years. Therefore, the LXP have offered to provide in the order of \$2.3m to resolve this discrepancy (Appendix 3).

The maintenance costs along the Frankston Railway Corridor will be partially offset by the future commercial returns received at Carrum Foreshore Park and Mentone Heritage Station Buildings (estimated to be around \$80,000 / year between them). These estimates were based on assumptions made in 2019, and in a pre-covid environment. We are continuing to work with the LXP to get these commercial buildings operating once the required approvals and expressions of interest processes are conducted.

### 3.4 Options

Council officers recommend that in lieu of allocating this funding towards maintenance funding, it be reallocated towards the potential streetscape projects below pending a more detailed review of project costings:

#### 3.4.1 Edithvale Streetscape

The new Edithvale Station has relocated north of its previous location and so the access between the station and the beach has changed. An upgrade of the streetscape and beach connections in the location is suggested along Nepean Highway between Bank Road and Carrington Street (425m length) as per the plan in Appendix 2. The scope of works would be inclusive of urban design streetscape features, street furniture, landscaping and replacement of brick paving. The Edithvale Collective have approached LXP, Council and Local MPs for upgrades to the centre, so there appears to be strong support from traders and the local community to do these works. Consultation will occur prior to any works proceeding.

#### 3.4.2 Bonbeach Streetscape

The new Bonbeach Station has relocated South of its current location and so the access between the Station, Foreshore, Retail area and Surf Life Saving Club has changed. Officers suggest an upgrade of Bonbeach Streetscape near the commercial area (35m) and improvements to Monica Avenue (to the beach) and Lord Weaver Grove (towards Chelsea Surf Life Saving Club) as per the plan shown in Appendix 2. This would include wayfinding signage and decals, general streetscape improvements, DDA upgrades, new street furniture and general landscape upgrades. Further consultation would be required prior to works commencing.

## 4. Conclusion

Officers suggest that this funding is used as a contribution towards potential streetscape improvements firstly in Edithvale and secondly in Bonbeach based on the amount of funds available and the existing conditions of the shopping centre environments in these areas.

### 4.1 Environmental Implications

Upgrading the streetscapes and connections between the beach and the new stations aligns with Council's endorsed Coastal and Marine Management Plan 2021. The works in Edithvale are also aligned with a strong community push around sustainable transport investment to encourage alternative access to the shopping strip.

### 4.2 Social Implications

The traders along these retail areas have been undoubtedly impacted over the last few years through the COVID pandemic. Revitalising these areas to match in with the new stations is likely to be well received by the community particularly given Council had previously advocated for the type of works planned to be included within the LXP's scope. Detailed community consultation will be undertaken as part of carrying out the works.

#### 4.3 Resource Implications

Reallocating potential maintenance funding towards capital works will have resource implications in the medium terms as assets age however, Council will have time to adjust its budgets to consider the new LXP works that provide enhanced community access throughout the rail corridor. Costs will be partially offset through receiving the commercial income from the future Carrum Foreshore Café and Mentone Heritage Buildings Commercial Fitout.

#### Appendices

Appendix 1 - Level Crossing Removal Project - Final Council Asset List (Ref 22/22789)



Appendix 2 - Potential Streetscape Projects (Ref 22/22807) [!\[\]\(3e2231b1ad3ca8da8658228c00dd08e0\_img.jpg\)](#)

Appendix 3 - Letter from Andrew Brenchley LXP re Asset Maintenance Costs (Ref 22/101586) [!\[\]\(5361750c22c4e047a52f4eac1ec2d4cc\_img.jpg\)](#)

Author/s:	Claire Audley, Project Manager James Kearney, Senior Project Manager, Project Management Office
Reviewed and Approved By:	Chao Ren, Manager Project Management Office Jonathan Guttmann, General Manager Planning and Development

# 10.4

## LXRP - ASSET ALLOCATION UPDATE AND POTENTIAL STREETSCAPE UPGRADES


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## Kingston City Council - Level Crossing Council Asset List

		Original - May 2019		Revised - January 2022		Difference	
Asset Type	Unit	Quantity	Asset Management Cost (10 years)	Quantity	Asset Management Cost (10 years)	%	
Infrastructure							
Shared User Path	m2	20,500	\$ 615,000	25,366	\$ 760,980	24%	▲
Carparking	m2	3,400	\$ 272,000	3,400	\$ 272,000	0%	—
Hard Landscaping	m2	8,350	\$ 1,336,000	8,748	\$ 1,399,680	5%	▲
Flood Storage Tanks	item	1	\$ 416,000	2	\$ 832,000	100%	▲
Drainage	lin m	1,900	\$ 98,800	4,732	\$ 246,039	149%	▲
Fencing / Screens	lin m	671	\$ 488,488	191	\$ 139,776	-71%	▼
Traffic Signals and Flashing Zebra Crossings	item	8	\$ 262,000	15	\$ 494,000	89%	▲
Patterson River Road Bridge	item	1	\$ 250,000	1	\$ 250,000	0%	—
Graffiti Removal on Concrete Barriers	lin m	0	\$ -	2,100	\$ 253,500	100%	▲
Bins	item	0	\$ -	8	\$ 56,772	800%	▲
Open Space							
Soft Landscaping	m2	14,150	\$ 976,350	28,648	\$ 1,976,712	102%	▲
Lighting	item	40	\$ 40,000	55	\$ 55,000	38%	▲
Furniture	item	90	\$ 182,000	154	\$ 225,680	24%	▲
Carrum Foreshore Water Feature	item	1	\$ 15,000	1	\$ 242,480	1517%	▲
Carrum Foreshore Canopy	item	3	\$ 45,000	3	\$ 45,000	0%	—
Landscape Arbour	item	1	\$ 30,000	1	\$ 30,000	0%	—
Carrum Half Court Basketball Court	item	0	\$ -	1	\$ 69,620	100%	▲
Property and Buildings							
Commercial Building - Carrum	No	1	\$ 39,700	1	\$ 39,700	0%	—
Heritage Building - Mentone	No	2	\$ 119,000	2	\$ 119,000	0%	—
Heritage Building - Cheltenham	No	2	\$ 119,000	0	\$ -	-100%	▼
Public Toilet incl Changing Places	No	1	\$ 50,000	1	\$ 50,000	0%	—
Artworks							
Artwork - Carrum - Murals	No	0	\$ -	2	\$ 60,000	200%	▲
Artwork - Chelsea - Light Sculpture	No	0	\$ -	2	\$ 50,000	200%	▲
Artwork - Chelsea - Steroscopic Boxes	No	0	\$ -	2	\$ 10,000	200%	▲
Total			\$ 5,354,338		\$ 7,677,939		

Difference \$ 2,323,601

This is based on level crossing projects in Carrum, Cheltenham, Mentone, Edithvale, Chelsea and Bonbeach only.

Potential Projects	Project Description	Benefits
1. Edithvale Streetscape Upgrades	<p>Upgrade of Edithvale Shopping Strip between Bank Road and Carrington Street (425m length)</p> <p>Inclusive of urban design streetscape features, street furniture and landscaping and replace brick paving.</p>	<p>The New Edithvale Station will relocate North of it's current location and so the access between the station and the beach will change.</p> <p>Edithvale Collective have approached LXP, Council and Local MP's for upgrades to the centre, so there is support with the traders and local community to do these works.</p>
	<p><i>Extent of upgrade shown:</i></p> 	

Potential Projects	Project Description	Benefits
3. Bonbeach Streetscape Upgrades	<p>Upgrade of Bonbeach Streetscape near the commercial area (35m) and improvements to Monica Avenue (to the beach) and Lord Weaver Grove (towards Chelsea Surf Life Saving Club) such as:</p> <ul style="list-style-type: none"> <li>- wayfinding signage and decals</li> <li>- general streetscape improvements</li> <li>- DDA upgrades</li> <li>- New street furniture and general landscape upgrades</li> </ul> <p>Inclusive of urban design streetscape features, street furniture and landscaping and replace brick paving.</p>	The New Bonbeach Station will relocate South of its current location and so the access between the Station / Foreshore / Shops / Surf Life Saving club will change.
<p><i>Extent of pavement shown in orange with existing retail area shown in blue.</i></p> 		





**Our ref: COR/22/19547**

Ms Samantha Krull  
General Manager, City Assets and Environment  
Kingston City Council  
1230 Nepean Highway  
CHELTENHAM VIC 3192

Dear Samantha,

**Re: Asset Maintenance Costs – IWP, AWP1, and AWP2 Work Packages**

I refer to the Memorandum of Understanding (MOU) dated 20 February 2020 and in particular the sections related to Deck Works and maintenance of “Council Assets”. (Sections 8, 9, 11, Schedule 4 and Schedule 5). The MOU was drawn up following resolutions made at the Ordinary Council meeting of 27 May 2019. At the time the intention was that the extra-over cost of additional KCC Deck Works delivered by LXR was provided as an offset to cover Council’s nett maintenance costs (i.e. maintenance costs less the revenue generated), relating to new Council Assets created associated with the following LXR project work packages:

- IWP – Carrum
- AWP1 – Cheltenham / Mentone
- AWP2 – Edithvale / Chelsea / Bonbeach

It is acknowledged that since the MOU was formulated the overall quantum of Council Assets that have been created has increased, particularly in relation to the AWP2 Work Package, which was in the early stages of development when the MOU was finalised. LXR and KCC officers have subsequently been working diligently to reconcile the accuracy of the original MOU agreement and it has been determined and agreed that overall there is a shortfall of \$2,323,601 of funding to Council, as detailed in Attachment A.

In the interests and spirit of the relationship between LXR and KCC, the LXR CEO has agreed that this shortfall amount may be provided to KCC to fund capital infrastructure works to be undertaken by KCC, generally associated with the abovementioned work packages, as an offset to the shortfall in maintenance funding. A list of projects has been proposed by KCC officers and is supported by LXR, and is included as Attachment B. This arrangement requires an amendment to the existing MOU to reflect the revised asset quantities, the associated funding provision, payment terms and the proposed projects that KCC is intending to undertake. The proposed changes to the MOU are included as Attachment C.

Once the terms of the MOU have been finalised, a formal letter varying the MOU will be provided by the LXR CEO.

We look forward to finalising the above documentation as well as handing over completed works to achieve full activation of the Precincts.

Level 9, 121 Exhibition Street, Melbourne Victoria 3000  
GPO Box 4509 Melbourne VIC 3001  
T: 1800 105 105  
E: [contact@levelcrossings.vic.gov.au](mailto:contact@levelcrossings.vic.gov.au)  
W: [levelcrossings.vic.gov.au](http://levelcrossings.vic.gov.au)



Authorised and published by the Victorian Government, 1 Treasury Place, Melbourne



If you have any queries in relation to this letter, please contact Rob Bradshaw, Deputy Program Director on 0408 561 626, or email [Rob.bradshaw@levelcrossings.vic.gov.au](mailto:Rob.bradshaw@levelcrossings.vic.gov.au) .

Yours sincerely



**Andrew Brenchley**  
A/Program Director Southern

13 / 04 / 2022

Encl: Attachment A – Variance in maintenance costs  
Attachment B – List of proposed capital projects by KCC  
Separately Encl: Attachment C – Draft MOU amendments (with track changes)

## Attachment A – Variance in Maintenance Costs

## Kingston City Council - Level Crossing Council Asset List

		Original - May 2019		Revised - January 2022		Difference	
Asset Type	Unit	Quantity	Asset Management Cost (10 years)	Quantity	Asset Management Cost (10 years)	%	
Infrastructure							
Shared User Path	m2	20,500	\$ 615,000	25,366	\$ 760,980	24%	▲
Carparking	m2	3,400	\$ 272,000	3,400	\$ 272,000	0%	—
Hard Landscaping	m2	8,350	\$ 1,336,000	8,748	\$ 1,399,680	5%	▲
Flood Storage Tanks	item	1	\$ 416,000	2	\$ 832,000	100%	▲
Drainage	lin m	1,900	\$ 98,800	4,732	\$ 246,039	149%	▲
Fencing / Screens	lin m	671	\$ 488,488	191	\$ 139,776	-71%	▼
Traffic Signals and Flashing Zebra Crossings	item	8	\$ 262,000	15	\$ 494,000	89%	▲
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Total			\$ 5,354,338		\$ 7,677,939		
Difference					\$ 2,323,601		

This is based on level crossing projects in Carrum, Cheltenham, Mentone, Edithvale, Chelsea and Bonbeach only.

## **11. Customer and Corporate Support Reports**

**Agenda Item No: 11.1**

### **DRAFT BI-ANNUAL REPORT FROM THE AUDIT AND RISK COMMITTEE - MARCH 2022**

**Contact Officer: Kingston City Council, Audit & Risk Committee**

#### **Purpose of Report**

This report has two purposes as follows:

- 1) It meets the reporting requirements to Council as mandated by section 54(5) of the Local Government Act 2020 (LGA), whereby the Committee is required to biannually report to Council on its activities, findings and recommendations.
- 2) It meets Council's governance requirements whereby Council requires its various Committees to report on their activities at least annually.

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

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

#### **RECOMMENDATION**

That Council:

Note Audit and Risk Committee Bi-Annual Report.

#### **1. Role of the Audit & Risk Committee**

The Audit and Risk Committee (the Committee) is an independent committee of Council. Its purpose is to support and advise Council in fulfilling its responsibilities related to external financial and performance reporting, maintenance of strong and effective governance and control frameworks, management of key risks and Council's compliance with legislation and regulation. The Committee has a prime responsibility in overseeing and monitoring Council's various audit processes.

The Committee's role is to report to Council on the outcomes of its work programme and to provide advice and recommendations on matters relevant to its Charter. The Committee may also endorse key reports for consideration by Council.

#### **2. Independence**

An independent Audit and Risk Committee is a fundamental component of a strong corporate governance culture. Council's Committee is independent of management and is not involved in any operational decisions. Committee members do not have any executive powers, management functions or delegated financial responsibilities.

#### **3. Reporting Period of this Report**

This report covers the Committee's work for the meetings held on 15 December 2021 and 16 March 2022 and aligns with the Committee's Annual Work Plan in terms of the cyclical nature of its work.

**4. Committee Charter**

The Committee's Charter is set by Council and was last reviewed and approved by Council on 26 April 2021 following changes necessitated by the new Local Government Act. The Charter is reviewed annually by the Committee in March.

**5. Membership**

Committee membership is comprised of five people appointed by Council, with two members being Councillors and three members being independent of Council. The independent members are required to have appropriate skill sets and experience as mandated in section 53 of the LGA. The LGA also requires that there be a majority of independent members and that an independent member must be chairperson of the Committee. All members have full voting rights.

Councillors not appointed to the Committee are welcome to attend meetings but do not have any voting rights.

The Committee has enjoyed stability of membership in the reporting period, which has enhanced the ability of the Committee to provide a value adding experience to Council, and members have been fully engaged in all meetings held during the reporting period and have made valuable contributions to the work of the Committee.

**6. Meeting Attendance**

Details of membership and meeting attendance for the reporting period are summarised in the table below:

Name	Qualifications	Role	Meetings	
			15 Dec 2021	16 March 2022
Ms Claire Filson	LLB; MBA, Grad. Dip. Applied Corporate Governance, FGIA, MAICD	Chair & Independent Member	Attended	Attended
Mr Bruce Potgieter	FCA - Australia ICA - South Africa	Independent Member	Attended	Attended
Mr Geoff Harry	B(Eco) FCA, FCPA, GAICD	Independent Member	Attended	Attended
Cr Steve Staikos	Mayor	Internal Member	Attended	Attended
Cr Georgina Oxley	Councillor	Internal Member	Apology	Attended

### **Senior Management Team**

The Committee has been strongly supported by Council's senior management team who have attended meetings when required.

A highlight of the Committee meetings continues to be the attendance in turn of each of Council's General Managers who brief the Committee on the current activities of their respective division within Council. This has enabled the Committee to gain a better appreciation of current issues in local government and of Kingston specific matters.

The Committee also receives detailed updates from Council's Chief Executive Officer Peter Bean.

### **External Service Providers**

In addition, both the internal audit team (Pitcher Partners) and the external audit team (VAGO appointed agent Crowe) have attended as required. Pitcher Partners have attended all meetings during the reporting period. Crowe attended the March 2022 meeting to present their Audit Strategy for the 2021/22 financial audit.

The Committee enjoys strong and professional working relationships with the entire support team, which is a critical element in ensuring the Committee delivers positive and insightful support and advice to Council.

## **7. Committee Business**

The agendas for the two meetings in the reporting period have been guided by the Committee's Annual Work Plan (AWP) and all meetings have been constructive. As with other such Committees in the local government sector in Victoria, the new LGA has added to the Committee's workload and in the broader governance sense, the expectations of stakeholders of Audit and Risk Committees have never been higher.

## **8. Annual Work Plan**

The Committee's activities are closely aligned with its Annual Work Plan (AWP) which reflect its key responsibilities as set out in the Committee Charter. Annually, the Committee confirms it has discharged its responsibilities in accordance with the Charter and develops its AWP for the following year. The AWP is reviewed at every meeting to ensure that it remains reflective of Council's business activities and constantly changing environment.

The work of the Committee is summarised below in each of the key areas:

### **Financial and Performance Reporting**

The Committee's main responsibilities are:

- At least annually reviewing significant accounting and external reporting issues, including complex or unusual transactions, transactions and balances in areas where judgement is required, changes to accounting policies, recent accounting, professional and regulatory pronouncements and legislative changes, and understand their effect on the annual financial report and the external audit thereof;
- Reviewing any changes to the Local Government Performance Reporting Framework and understand the effect of those changes on Council's performance indicators;
- Reviewing the annual financial report and annual performance statement and consider whether they are complete, consistent with information known to Committee members, reflect appropriate accounting treatments and adequately disclose Council's financial performance and position;

- Together with management and the external auditors, reviewing the results of the audit, including any difficulties encountered by the auditors and how they were resolved; and
- Recommending the adoption of the annual financial report and annual performance statement to the Council; and
- Reviewing Council's quarterly Financial Report.

The Committee has been satisfied with these reports, assessing them as being of high quality, and noting that the matters that are raised by the external auditors at the conclusion of their work are generally not substantive in nature.

### **External Audit**

Council's external auditor is the Victorian Auditor General (VAGO). VAGO has contracted this activity for 2021/22 to Crowe.

Crowe attended the March 2022 meeting to present their draft Audit Strategy for the 2021/22 audit and identify key issues and areas of focus.

### **Risk Management**

The Committee's responsibilities include:

- Annually reviewing the effectiveness of Council's risk management framework;
- Reviewing Council's risk appetite statement and the degree of alignment with Council's risk profile;
- Reviewing Council's risk profile;
- Reviewing Council's treatment plans for strategic and operational risks, including the timeliness of mitigating actions and progress against those plans; and
- Reviewing the approach to business continuity planning arrangements, including whether business continuity and disaster recovery plans have been regularly updated and tested.

Key matters on which the Committee was briefed during the reporting period at the March meeting included:

1. Risk appetite statement
2. Risk profile
3. Treatment plans for significant risks
4. BCP framework and testing regime

Business continuity planning was once again a key consideration throughout the reporting period due to the ongoing effect of the COVID-19 pandemic. The Committee noted the actions taken to address both the immediate and longer-term effects of the pandemic and believe that the response was appropriate and effective and supported the continued focus on the ongoing management of the pandemic.

The Committee also received reports on emerging sector-wide matters and is provided with Management's comments on and response to these issues. This provides further assurance to the Council that the sector-wide issues have been actively addressed and considered by Kingston.

### Internal Audit

A key responsibility of the Committee is to monitor Council's internal audit programme. The programme is outsourced to an appropriately skilled service provider whose work is monitored by the Committee. A rolling three-year strategic internal audit plan is developed by the service provider to ensure that systems and controls in the areas of higher risk are regularly reviewed. The Committee reviews the plan annually and monitors delivery of the plan and performance of Council's contractor at every Committee meeting.

Council's current internal auditor is Pitcher Partners, who was appointed for a three-year period commencing 1 July 2019.

The internal audit reports provided at the conclusion of each review contain audit findings and recommendations for control improvements, together with Management's responses, and are presented to the Committee for review. The Committee monitors implementation of the recommendations by the agreed due dates.

The table below shows the reviews completed by the internal audit service provider in the reporting period, there were two reports during this period:

Reviews	Completion date
Business Function Risk Assurance Map (BFRAM)	December 2021
Privacy	March 2022

A draft 3 year internal update was presented to the Committee in December 2021.

During the reporting period, Pitcher Partners completed their Business Function Risk Assurance Map and presented to the Committee in December 2021. An internal audit on Privacy was also completed and presented at the March meeting. Scopes for an additional 3 internal audits were also presented at the March meeting and will be completed during the next quarter.

The Committee regularly monitors Management's performance in closing out recommendations for improvement and is particularly focused on high rated actions that are not closed by the target date. The Committee acknowledges that many actions have been closed in what has been a period of significant challenge for Council, both in terms of the effect of the COVID-19 pandemic and also senior management staff changes.

### Additional Assurance Activities

During the reporting period, the Committee considered the outcomes of additional assurance review activities undertaken as follows:

- Organisational compliance – annual review
- Climate and Ecological Emergency Response Plan update

Reports and updates were provided to the Committee on the outcomes from these reviews. The Committee was satisfied with Management's responses in relation to the findings and recommendations arising from the reviews.



*Internal Control Environment*

The Committee considered several reports on the review of policies, systems and controls during the reporting period. The key matters subject to review included:

Procurement Policy (final version)

*Governance*

To ensure the transparency of the Committee's deliberations, each meeting receives declarations of any interest or conflict of interest in items on the agenda.

In addition, the CEO declares whether there has been any breach of legislation or regulation, together with any emerging sector and Council matters that should be brought to the attention of the Committee. To ensure the transparency of the work of the Internal Auditor, the Committee is also advised whether any work has been undertaken by the Internal Auditor in addition to the approved Internal Audit Plan.

The Committee applies a risk lens to monitor the compliance of Council's policies and procedures with the overarching governance principles contained in the Local Government Act 2020, the Local Government Regulations, and any Ministerial directions that may be issued.

The Committee also reviewed the newly formed Governance Committee's work plan and now review the Governance Committee's minutes at each meeting.

The Committee monitors reports released by State-based integrity agencies and receives officer briefings on any reports that may be relevant to Council. The Committee focusses on whether there are any learnings for Council arising from these reports and monitors implementation of such improvements.

Other reports discussed with the Committee during the reporting period includes the Ombudsman's report investigating collusions with property developers at Kingston City Council, the IBAC report on corruption risks associated with government funded human services delivered my community service organisations, and an update on the progress of VAGO's sexual harassment in Local Government recommendations.

**9. Assessment of the Committee's Performance**

The Committee annually assesses its performance based on a survey completed by Committee members and officers who interact regularly with the Committee. This assessment was last considered by the Committee in December 2021 and there were no significant areas of concern. Nevertheless, the Committee uses these assessments as an opportunity to consider ways in which it can improve performance.

**10. Reporting to Council**

After every meeting, Committee meeting minutes are presented to the next ordinary meeting of Council, including any reports that may help to explain outcomes or actions of Committee meetings. In addition, half yearly activity reports on Committee activities, findings and recommendations are provided to Council.

**11. Officer Support**

The Committee is able to fulfil its responsibilities outlined in the Committee Charter through discharge of the AWP. The success of its work requires significant commitment from many senior officers in developing meeting agendas, assembling reports and other information, preparing minutes of meetings and disseminating information to Committee members between meetings. The Committee acknowledges these efforts and the strong support it receives from the officers involved.

**12. Conclusion**

The Committee is satisfied that it has fully discharged its responsibilities as set out in the Charter. The Committee believes that Council has a strong control environment that continues to mature and has prudent financial management practices in place.

I would like to take this opportunity, on behalf of all Committee members, to thank the Council for their commitment and support of the work of the Committee. I also wish to acknowledge the excellent work of Council's senior officers in supporting the work of the Committee and their engagement in ensuring that the Committee remains effective.

Author/s: Kingston City Council, Audit & Risk Committee  
Reviewed and Approved By: Kingston City Council, Audit & Risk Committee

## Council Meeting

26 April 2022

Agenda Item No: 11.2

### AUDIT AND RISK COMMITTEE MINUTES - 16 MARCH 2022

Contact Officer: Hayley Gniel, Team Leader Financial Accounting

#### Purpose of Report

The purpose of this report is to provide Council the opportunity to view the minutes of the Audit and Risk Committee held on 16 March 2022. The Audit and Risk Committee Charter has a requirement to provide the minutes of the Audit and Risk Committee meetings to Council on a quarterly basis.

#### 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 minutes of the Audit & Risk Committee meeting held on 16 March 2022.

#### Appendices

Appendix 1 - Audit and Risk Committee Minutes - 16 March 2022 (Ref 22/97124) [↓](#)

Author/s: Hayley Gniel, Team Leader Financial Accounting

Reviewed and Approved By: Tony Ljaskevic, General Manager Corporate Services

## **11.2**

### **AUDIT AND RISK COMMITTEE MINUTES - 16 MARCH 2022**

<b>1</b>	<b>Audit and Risk Committee Minutes - 16 March 2022.....</b>	<b>247</b>
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# Minutes

## Audit and Risk Committee

16 March 2022 at 8.30 am  
Cheltenham Room



### Members:

Ms Claire Filson (Chair)  
Mr Bruce Potgieter  
Mr Geoff Harry  
Cr Steve Staikos (Mayor)  
Cr Georgina Oxley

### In Attendance:

Mr Peter Bean, Chief Executive Officer  
Mr Tony Ljaskevic, General Manager Corporate Services  
Ms Ange Marshall, Manager Finance & Corporate Performance  
Ms Hayley Gniel, Team Leader Financial Accounting  
Ms Sharon Banks, Executive Assistant  
Mr Jonathan Guttman, General Manager Planning and Development  
Mr Skip Fulton, Risk & Safety Management Officer (OHS)

Mr Michal Jozwik (Pitcher Partners)  
Mr Jordan McFadden (Pitcher Partners)

### In Camera Discussion – A&R Committee / CEO

#### 1. Acknowledgement of Traditional Owners

*The City of Kingston proudly acknowledges the Bunurong People of the Kulin Nation as the Traditional Owners and Custodians of this land, and we pay our respects to their Elders, past and present and emerging.*

#### 2. Apologies

Mr Deryck Tindall (Crowe)  
Mr Gordon Robertson (Crowe)  
Graham Noriskin (Pitcher Partners)

#### 3. Declaration by members & officers of any interest or conflict of interest in items on the agenda

Mr Geoff Harry informed the Committee that he is now Chair of the:

- Audit and Risk Management Committee of the Department of Premier & Cabinet (was previously a member);
- Audit & Risk Committee of Bayside City Council (was a member),
- Audit & Risk Committee of Greater Dandenong (was a member); and
- Audit & Risk Committee of Greater Geelong where he is now a member (was previously the Chair).

**4. Declaration by CEO of any breach of legislation/regulation that needs to be brought to the attention of the Audit Committee**

Mr Peter Bean informed the Committee of a recent occurrence of fraud involving a contractor's employee entering their own bank details for an Asset Protection Refund.

He noted that Council has taken immediate steps to tighten the refund process, now requiring an official bank statement or deposit slip from the company clearly showing the name of the company and verifying the bank details.

Council are also investigating the possibility of processing Asset Protection Deposits via credit card through PayPal so that refunds can only be processed back to the same credit card and eliminating the need for companies to send through their bank details. The case is now with the Commonwealth Bank's fraud department which is endeavouring to recover the funds. The value of the fraud was \$5,000.

**5. Advice from the CEO on emerging sector and Council matters that need to be brought to the attention of the Audit Committee**

Mr Peter Bean gave a briefing on:

- Changes to the Sex Work Act;
- Social and Affordable Housing – potentially rates exempt;
- Campaign donations – a good news story for Kingston;
- CEOs and mayors "gagged" by Suburban Rail Loop confidentiality agreements; and
- Complaints about election posters being put up before election being called in Bayside.

**6. Declaration of any work undertaken at Council by Internal Auditors outside of the Internal Audit Plan**

Nil

**7. Review and confirmation of previous minutes**

**RECOMMENDATION**

That the Minutes of the Audit and Risk Committee held on 15 December 2021 be confirmed. Mr Geoff Harry proposed and Mr Bruce Potgieter seconded the motion.

The Minutes of the meeting of the 15 December 2021 were confirmed as a true and correct record.

**8. Audit and Risk Committee Action List - March 2022**

The Committee requested the following changes to the action list:

- Item 1: Transfer of the bank file to the Commonwealth Bank. This item to be removed from the action list. Action is still on Council's radar but limited by the bank's capabilities.
- Item 4: Protective Data Security Assessment – to be moved to the work plan in December.
- Item 12: Governance Committee Minutes – to be moved to the work plan quarterly.
- Item 13: Organisational Compliance, Annual Review – to be moved to the work plan for June.

**9. Annual Audit and Risk Committee Work Plan**

The Audit and Risk Committee work plan was noted would be amended as requested and set out in the action list above.

**10. Update from Tony Ljaskevic, General Manager Corporate Services**

Mr Ljaskevic provided an overview of the key departments within his Corporate Services division.

Mr Ljaskevic then discussed the key risks including:

- Financial Sustainability: Rate capping restraints, supply chain issues.
- Staff recruitment and retention: Greater competition in the workforce and challenges recruiting in particular sectors such as planning, IT, Engineers, Aged Care.
- Privacy risks.
- Maintaining trust in Council.

**11. Internal Audit Status Report**

The Internal audit status report was noted by the Committee.

**12. Review of Internal Audit Plan**

Mr McFadden from Pitcher Partners noted the delay of the Asset Data Management audit which has been replaced with the Long Term Financial Plan & Strategy (moved forward).

The Audit & Risk Committee approved this change.

The revised internal audit plan was endorsed.

**13. FINAL Internal Audit Report - Privacy**

Mr McFadden summarised the audit process and findings, noting that the recommendations focus on improved training, policies and procedures.

Actions to be added to CAMMs and status updates to be reported to the Audit and Risk Committee quarterly.

*The Committee agreed that FOI request and privacy breaches should be reported to the Audit and Risk Committee quarterly.*

**14. DRAFT Internal Audit Scope - Recruitment Onboarding and Offboarding**

The Recruitment Onboarding and Offboarding scope was endorsed by the Committee.

**15. DRAFT Internal Audit Scope - Payroll and Enterprise Agreement (EA) Encoding**

The Payroll and Enterprise Agreement Encoding scope was endorsed by the Committee.

**16. DRAFT Internal Audit Scope - Financial Data Analysis (CAATs)**

Mr Geoff Harry asked if there are any opportunities to expand the data analysis works. Asset data was suggested.

The Committee discussed the option of the data analysis being run in-house in the future.  
*Management undertook to present options at the next Committee meeting.*

This year's data analysis would continue as per the scope.

The Financial data Analysis scope was endorsed by the Committee.

**17. Review Effectiveness of Internal Audit Function**

The Committee asked if there were any KPIs in the internal audit contract.

Mr Jozwik from Pitcher Partners acknowledged that it had been a challenging year for their firm with staff changes and the pandemic, but noted that they were committed to getting back on track.

Messrs Jozwik and McFadden left the meeting to allow Management and the Committee to consider the performance of Pitcher Partners and potential options for extending the Internal Audit Contract.

Management undertook to check the contract and report back to the Committee on the inclusion of KPIs. Management would consider an appropriate contract extension, noting that Council has the option to extend the contract with Pitcher Partners for a further 3 years from 1 July 2022.

**18. In Camera Meeting with Internal Auditors**

The Committee met in camera with the internal auditors.

**19. Review and Approve External Audit Scope and Plan**

The Committee noted that Mr Gordon Robertson and Mr Deryck Tindall of Crowe were apologies for the meeting. Ms Filson did have a discussion with Mr Robertson prior to the meeting and noted there were no issues raised.

Mr Potgieter recommended the recognition of unearned grants be reviewed early as this was an area of concern for Councils last year.

Mr Harry noted that on Page 98 of the External Audit Scope and Plan, the wrong Audit and Risk Committee date was listed.

*Management to ensure Crowe is invited to the 17 August 2022 Audit & Risk Committee meeting. Management to also review and consider procuring its own Computer Assisted Audit Technology (CAAT's) and running the CAAT's more regularly, e.g. monthly or quarterly.*

The External Audit Scope and Plan was noted by the Committee.

**20. Review changes in significant accounting standards, policies and disclosures to understand their effect on the Annual Financial Statements**

The Committee noted there were no major changes to the significant accounting standards, policies and disclosures to consider.



**21. Review Local Government Performance Reporting Framework (LGPRF) changes for impact on 2021/22 Performance Indicators**

The Committee noted there were no major changes to the Local Government Performance Reporting Framework to report.

**22. Risk Management Annual Status Report 2022**

Mr Skip Fulton attended the meeting to update the Committee on the risk management status. He noted that whilst Covid-19 had delayed the process, progress was now being made.

He also noted that an internal review of Risk Management and the Risk Management Policy was about to commence and the Committee was presented with the scope of this review.

The Audit and Risk Committee noted the annual report on the status of Risk Management, the Strategic Risk Register, the scope of the Risk Management Internal Review and the update provided on the Risk Appetite Statement.

**23. Draft Bi-Annual Report from the Audit and Risk Committee - March 2022**

The draft Bi-Annual Report from the Audit and Risk Committee was endorsed by the Committee.

The report would be added to the Council agenda to update Councillors on the activity of the Audit and Risk Committee.

**24. IT Cloud Migration Update**

The Committee noted the IT Cloud Migration update.

**25. Climate and Ecological Emergency Response - Update**

Mr Jonathan Guttman attended the meeting to update the Committee on the progress in implementing the Climate and Ecological Emergency Response Plan (CEERP).

The Committee noted the actions undertaken to implement the CEERP, the awareness and engagement campaign in support of the CEERP and the climate advocacy initiative.

The Committee requested that Mr Jonathan Guttman provide an update of the CEERP every six months.

**26. Speak up program - workplace misconduct**

The Committee noted the implementation of the Speak Up program and praised Council on the initiative.

**27. Audit and Risk Committee Charter**

No further update or changes to the Audit & Risk Committee Charter were recommended by the Committee. The current charter would be rolled over for another 12 months.

**28. Recent Issues Brief**

The Recent Issues Brief was noted by the Committee.

The Committee requested that the management comments commence with a statement that made it clear if Council had completed the relevant work, was considering it or whether it was underway.

**29. Councillor Reimbursements**

The report on Councillor Reimbursements was noted by the Committee.

**30. Governance Committee Work Plan, Terms of Reference and Minutes**

The Chair undertook to revise and coordinate the Committee's feedback and send to Mr Bean and Mr Ljaskevic for review.

**31. Quarterly Financial Statements Report, December 2021**

The Quarterly Financial Statements report was noted by the Committee with discussion regarding the delay with the capital program delivery and the challenges this presented.

*The Committee suggested that the forecast column be added to the financial statements.*

**32. Capital Program Updates**

Council acknowledged the delay with the capital program delivery. Mr Bean noted that the capital program delivery process was currently being reviewed with a move to shift to more realistic timeframes in future budgets.

The capital program update was noted by the Committee.

**33. Status Update on Prior Audit Recommendations**

The status update on prior audit recommendations was noted by the Committee with the observation that 85% of actions were now overdue and require attention.

**34. Other Business**

Cr Oxley requested the meeting invitation be amended to allow for the meeting to end at 11.30 a.m. to avoid calendar clashes.

Mr Ljaskevic sought direction from the Committee as to whether it would like to continue to receive reports from each General Manager on the key risks for their Division. The Committee requested that this continue and that these reports include both strategic and operational risks and issues.

No further other business.

The meeting closed at 11.23 a.m.

Confirmed:

Claire Filson, Chair, Audit & Risk Committee

11 April 2022

**Agenda Item No: 11.3**

## **NOMINATION IN A STATE OR FEDERAL ELECTION POLICY**

**Contact Officer: Patrick O'Gorman, Governance Officer**

### **Purpose of Report**

To present a revised Nomination in a State or Federal Election Policy for Council adoption.

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

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

### **RECOMMENDATION**

That Council adopt the Nomination in a State or Federal Election Policy in Appendix 1.

## **1. Executive Summary**

This policy outlines a framework to guide a Councillor who becomes a Prospective candidate and Nominated candidate in a State or Federal election. This policy aims to address any perception that their position as a Councillor is being used as a platform for their campaign in the relevant State or Federal election.

A review of the Nomination for a State or Federal Election Policy (the policy) has been undertaken that considers the Municipal Association of Victoria (MAV) guidelines released in 2021 in approaching this issue. The policy is found in Appendix 1 of this report. The MAV guidelines are found in Appendix 2 of this report.

## **2. Background**

### Previous Resolutions of Council

At the 11 December 2017 Ordinary Meeting, Council resolved to:

*'review the Council Office & Nomination for a State or Federal Election Policy and broaden the policy to cover any Councillor. Officers are to take into account the MAV guidelines'.*

Council adopted the inaugural Council Office & Nomination for a State or Federal Election Policy ('Policy') at the December 2013 Council Meeting.

At the February 2018 Council Meeting, Council adopted an updated version of the Nomination in a State or Federal Election Policy.

### Local Government Act 2020

Councillors are elected to perform their duties in a lawful manner and must comply with relevant provisions of the Local Government Act 2020 (the Act) including the standards of Councillor conduct which are prescribed in regulation 12 of the Local Government (Governance and Integrity) Regulations 2020. When considering standing for Federal or

State Parliament, it is recommended Councillors consider these duties and requirements under the Act, including standards of conduct and potential conflicts of interest.

### 3. Discussion

#### 3.1 Council Plan Alignment

Strategic Direction: Well-governed - Council will be collaborative, accountable, transparent, responsive, well-informed and efficient.

Strategy: focus all of our decision-making on the Kingston community

The Nomination in a State or Federal Election Policy assists Councillors to act in the best interests of the community.

#### 3.2 Consultation/Internal Review

The draft policy was presented to the March Governance Committee for discussion and feedback. Consultation has also been undertaken with the Communications and Community Relations department.

#### 3.3 Operation and Strategic Issues

##### 3.3.1 Leave of absence

The policy proposes that a Councillor who becomes a Nominated Candidate for a State or Federal election should apply for leave of absence from the Council and this leave of absence should commence no later than the date of their nomination as a candidate with the relevant electoral commission for the election (Nomination Date) and conclude no earlier than the close of voting for the election.

A leave of absence is good practice consistent with the Municipal Association of Victoria Guidelines and advice provided by Local Government Victoria.

During this period, a Councillor who is on a leave of absence should not attend meetings of the Council or otherwise act as a Councillor. This includes being present at Council Meetings, Delegated Committee Meetings and Councillor Briefings.

While this constitutes a Council policy position, the Local Government Act 2020 does not prohibit a Councillor from remaining in office as a prospective or nominated candidate. However, Councillors must be mindful of their responsibilities under the Local Government Act 2020 in regard to:

- biases and conflicts;
- confidential information;
- Councillor standards and the Councillor Code of Conduct; and
- misuse of position.

A short guide to assist Councillors in managing their potential candidature for state or federal parliament and managing their role as Councillor in respect to conflicts of interest will be provided to Councillors.

##### 3.3.2 Council Resources and Activities

An amendment to section 8.4 of the policy prohibits nominated candidates from accessing or being given access to Council information that is not available to the public during their leave of absence (unless it is information required by the Councillor to fulfill their responsibilities as a Councillor and is not the subject of an issue to the election), as well as prohibiting access to Councillor emails and

to the online portal (the Hub). This reaffirms section 123 of the Act that Councillors must not misuse their position as Councillor to gain a personal advantage for themselves or any other person.

3.3.3 Minor amendments

Minor administrative amendments have been made to the policy, such as references to the relevant Council policies and legislation. The policy has also been incorporated into the updated Council template.

**4. Conclusion**

**4.1 Environmental Implications**

Not applicable.

**4.2 Social Implications**

Not applicable.

**4.3 Resource Implications**

Not applicable.

**4.4 Legal / Risk Implications**

Sector guidelines should be considered in reviewing the current Policy.

**Appendices**

Appendix 1 - Nomination in a State or Federal Election Policy Final 2022 (Ref 22/77879) [↓](#)

Appendix 2 - Candidature of Councillors in State or Federal elections 2021 MAV Guidelines (Ref 22/77255) [↓](#)

Author/s: Patrick O'Gorman, Governance Officer

Reviewed and Approved By: Phil DeLosa, Manager Governance

Tony Ljaskevic, General Manager Corporate Services

# 11.3

## NOMINATION IN A STATE OR FEDERAL ELECTION POLICY

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# Nomination in a State or Federal Election Policy

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## 1 Document Information

The electronic version of this document is the controlled version. Printed copies are considered uncontrolled. Before using a printed copy, verify that it is the current version.

RESPONSIBLE GENERAL MANAGER	General Manager Corporate Services
RESPONSIBLE MANAGER (Policy Owner)	Manager Governance
<a href="#">APPROVED/ADOPTED BY</a>	Council
APPROVAL DATE	26 April 2022
REVIEW DATE	26/04/2026
CM REF AND VERSION	13/138880[v3]
VERSION HISTORY	This Policy Replaces 13/138880

## 2 Purpose

This policy outlines a framework to guide a Councillor/s who becomes a Prospective Candidate and Nominated Candidate in a State or Federal Election.

This policy aims to address any perception that their position as a Councillor is being used as a platform for their campaign in the relevant State or Federal election.

## 3 Definitions

<b>Term in bold</b>	Replace with definition
<b>Councillor</b>	means a person who holds the office of a member of Kingston City Council
<b>KYC Magazine</b>	means Kingston Your City magazine which is the official quarterly journal of the City of Kingston
<b>Prospective candidate</b>	means a Councillor who becomes an endorsed candidate of a registered political party or publicly expresses an intention to run as an independent candidate for a State or Federal Election
<b>Nominated candidate</b>	a Councillor who nominates as a candidate for a State or Federal election with the relevant electoral commission
<b>Nomination date</b>	means the formal period to which candidates must nominate with the relevant electoral commission for the state or federal election
<b>Election</b>	the election, or a by-election for either the Victorian State parliament or Federal parliament

## 4 Scope

This Policy applies to all Councillors where a Councillor becomes a Prospective candidate and Nominated candidate to contest a State or Federal seat covering an area located wholly or partly within the municipal boundaries of the City of Kingston.

## 5 Policy Details

### 5.1 Councillor to declare their candidacy in an election

A Councillor who becomes a Prospective candidate, will as soon as practicable, advise the CEO in writing, who will then advise all Councillors in writing.

The CEO will report to Council at the next Council Meeting the fact of the Councillor's intention or nomination.

### 5.2 Leave of absence

A Councillor who becomes a Nominated Candidate for a State or Federal election should apply for leave of absence from the Council and this leave of absence should commence no later than the date of their nomination as a candidate with the relevant electoral commission for the election (Nomination Date) and conclude no earlier than the close of voting for the election. A leave of absence is good practice consistent with the Municipal Association of Victoria Guidelines and advice provided by Local Government Victoria.



During this period, a Councillor who is on a leave of absence should not attend meetings of the Council or otherwise act as a Councillor. This includes being present at Council Meetings, Delegated Committee Meetings and Councillor Briefings.

### **5.3 Improper Use of Position by Councillors**

Sections 123 – 125 of the Local Government Act 2020 prohibit Councillors from misusing or inappropriately making use of their position. A breach of section 123 attracts serious penalties, including possible imprisonment.

A Councillor who is a Prospective or Nominated candidate for State or Federal election must not participate in any way in the decision-making processes of the Council, where they are campaigning in relation to a matter before the Council. This includes being present at Council Briefings, Council Meetings and interacting with council officers on the matter.

A campaign means where a Councillor makes public their views as a Prospective or Nominated candidate on a matter before the Council (before or after it has been resolved) by way of letters, fliers, social media posts and other communication avenues.

A Councillor who is a Prospective or Nominated candidate should at all times avoid campaigning on (opposing or taking credit for) Council decisions in an effort to not be seen as misusing or inappropriately making use of their position.

### **5.4 Council Resources and Activities**

The same provisions as outlined in the Council's Election Period Policy will apply in respect to the Councillor who is a Prospective or Nominated candidate; this includes no use of Council resources, including Council equipment, particularly telephones, mobile phones, logos, letterhead, mail and publications in relation to their candidacy. A Councillor who is a Nominated candidate is prohibited from accessing or being given access to Council information that is not available to the public during their leave of absence (unless it is information required by the Councillor to fulfill their responsibilities as a Councillor and is not the subject of an issue to the election). This includes access to their Councillor email and online portal.

A Councillor, who is a Prospective or Nominated candidate should not use Council related activities, including Advisory Committee meetings and Ward Meetings in relation to their candidacy.

Consistent with Council's Ward Meeting Policy, no Ward Meetings will be held within six months before an Election or the latest potential date for a Federal Election.

A Councillor who is a Prospective or Nominated candidate will not be permitted to appear in Kingston Your City nor will they be permitted to have a ward column printed in the edition immediately preceding the State or Federal election they are contesting.

### **5.5 Media Advice**

No media advice or assistance will be provided in relation to Election issues or publicity that involves a Councillor standing as a candidate in an Election.

Consistent with Council's Media and External Communications Policy, Media and External communications issued by Council are not to be used for political advantage by Councillors who are candidates in an Election.

Media releases will not refer to specific Councillors in their capacity as candidates.

Councillors standing as candidates are not eligible to be Council's official spokesperson.

Council will nominate an alternate Councillor to be Council's spokesperson where required.

Councillors will not use Council staff and other Council resources to gain media attention in support of an election campaign for a Councillor who is standing in an Election.

Photos of and references to Councillors standing as candidates will only feature in Council's publications where it is related to usual Council business, functions or events.

Speeches will continue to be prepared for the Mayor's official functions and if requested, speeches will be distributed to the media at the discretion of the CEO. During this time the Mayor and Deputy Mayor will not delegate to any Councillor who is standing as a candidate any responsibility to represent him or her them.

## **5.6 Councillor candidates commenting on Council issues**

Where a Councillor speaks on Council issues as a candidate in an Election, the Councillor should clearly identify that they are speaking as a candidate and not as a Councillor.

## **5.7 Councillor requests**

Customer requests escalated from Councillors in their capacity as a candidate rather than a Councillor must be referred to the CEO in writing for action.

# **6 Delegation Authority and Decision Guidelines**

## **6.1 Delegations/Authorisations**

Nil.

## **6.2 Exemptions**

Nil.

## **6.3 Human Rights Charter**

This policy has been reviewed against and complies with the Charter of Human Rights and Responsibilities Act 2006.

# **7 Related Documents and Resources**

## **Legislation**

- Local Government Act 2020

## **City of Kingston Documents**

- Councillor Code of Conduct
- Council Expenses Policy
- Election Period Policy
- Media and External Communications Policy
- Ward Meetings Policy

## **Resources / External Documents**

- Municipal Association of Victoria – Candidate of Councillors in a State or Federal Elections 2021 [https://www.mav.asn.au/\\_data/assets/pdf\\_file/0008/28844/Candidature-of-councillors-in-state-or-federal-elections-2021-MAV-Guidelines.pdf](https://www.mav.asn.au/_data/assets/pdf_file/0008/28844/Candidature-of-councillors-in-state-or-federal-elections-2021-MAV-Guidelines.pdf)

## **8 Transition arrangements**

Nil

## **9 Administrative Updates**

It is recognised that from time to time circumstances may change leading to the need for minor administrative changes to this document. Where an update does not materially alter this document, such as a change may be made administratively. Examples include a change to the name of a Council department, a change to the name of a State or Federal Government department and a minor update to legislation which does not have a material impact. However any change or update which materially alters this document must be by resolution of Council.



# Guidelines

## Councillors standing for State or Federal Elections

With upcoming state and federal elections forecast in or before 2022, the MAV recommends councils and councillors familiarise themselves with the relevant laws and review applicable election content in councillor codes of conduct and other related council policies.

Local government experience provides for a recognised track record on which to stand for state or federal elections. As a prospective or nominating candidate, a councillor needs to ensure they continue to act with integrity, avoid potential conflicts of interests and the perception of misuse of their position and council resources.

## LOCAL GOVERNMENT ACT 2020

Councillors are elected to perform their duties in a lawful manner and must comply with relevant provisions of the *Local Government Act 2020 (the Act)* including the standards of councillor conduct which are prescribed in regulation 12 of the *Local Government (Governance and Integrity) Regulations 2020*. When considering standing for Federal or State Parliament, it is recommended councillors consider these duties and requirements under the Act, including standards of conduct and potential conflicts of interest.

These standards of conduct require councillors to do everything reasonably necessary to ensure they perform the role effectively and responsibly including by ensuring they are fit to conscientiously perform the role of a councillor when acting in that capacity or purporting to act in that capacity and must not deliberately mislead the Council or the public about any matter related to the performance of their public duties.

Councillors must comply with the conflict of interest provisions outlined in sections 126 to 136 of the Act as well as the *Local Government (Governance and Integrity) Regulations 2020*. Managing conflicts of interest is about ensuring the integrity and transparency of decision making. Councillors nominating for Federal or State Parliament must ensure their private interests as a nominee do not affect their public duties and they do not use their position as councillor for personal benefit. Councillors must disclose any conflicting interests and not participate in decision making processes on matters where they have a conflict of interest.

The Act also provides it is an offence if a councillor intentionally misuses their position to gain or attempt to gain an advantage for themselves or for any other person, including by using public funds or resources in a manner that is improper or unauthorised.

Section 34(2)(a) of the Act specifies a person is not qualified to be councillor and ceases to hold the office, if they are member of either the Victorian Parliament, the Commonwealth Parliament, or of another State or Territory of the Commonwealth Parliament. Therefore, a councillor must resign immediately if they are successful in a State or Federal election.



# Guidelines

## COMMONWEALTH AND STATE CONSTITUTIONAL LAW

A councillor considering standing for federal or state elections should familiarise themselves with relevant constitutional laws - the *Commonwealth of Australia Constitution Act* (the Australian Constitution), for Federal elections, and the *Constitution Act 1975* (the Victorian Constitution), for Victorian elections.

If a councillor intends to nominate for election to Federal or State Parliament, the MAV recommends they seek independent legal advice in regards to the various issues associated with running as a candidate whilst still a councillor.

### Federal Parliament eligibility

Under section 44(iv) of the Australian Constitution, a person who holds any office of profit under the Crown, or any pension payable during the pleasure of the Crown out of any of the revenues of the Commonwealth shall be disqualified from nominating as a candidate or sitting in Parliament.

It is not considered that the position of councillor will fall within the category of holding 'any office of profit under the Crown' under s44(iv) of the Constitution. In 2018 the High Court unanimously held that a Tasmanian councillor and mayor was not incapable of being chosen or of sitting as a Senator of Federal Parliament by reason of section 44(iv).

In addition, section 327(3) of *The Commonwealth Electoral Act 1918* provides any State legislation that discriminates against a councillor on the ground that the councillor has been, or is to be, nominated or declared as a candidate for the House of Representatives or the Senate has no effect. This section reflects the intention of the Federal Parliament, as outlined in the Minister's second reading speech for the *Commonwealth Electoral Amendment (Members of Local Government Bodies) Act 2003* as being 'to ensure that eligible members of a local government body do not suffer any penalty arising from their decision to stand as a candidate for election to either the Senate or the House of Representatives'.

### State Parliament eligibility

Under section 49 of the Victorian Constitution, a person who holds any office or place of profit under the Crown (whether in right of Victoria or any other capacity), or is in any manner employed in the public service of Victoria or of the Commonwealth for salary wages fees or emolument may stand for election to the Victorian Parliament provided they resign from that position if elected to the Parliament. Otherwise, the person's election may be null and void. Accordingly, once a councillor is elected to Victorian Parliament they must resign from council.



# Guidelines

## MAV GUIDELINES

The MAV recommends councils, at a minimum, adopt the following Guidelines as part of their Councillor Code of Conduct developed under section 139 of the Act or to supplement that Code.

1. A councillor who becomes an endorsed candidate of a registered political party or publicly expresses an intention to run as an independent candidate for a state or federal election (a Prospective Candidate), should provide written advice to the CEO, as soon as practicable, who should then provide written advice to all councillors.
2. A councillor who is a Prospective Candidate, should declare their intended candidacy at a meeting of the council as soon as practicable after notifying the CEO pursuant to Guideline 1.
3. A councillor who nominates as a candidate for a State or Federal election (a Nominated Candidate), should apply for leave of absence from the council and this leave of absence should commence no later than the date of their nomination as a candidate with the relevant electoral commission for the election (Nomination Date) and conclude no earlier than the close of voting for the election. During this period, a councillor who is on a leave of absence should not attend meetings of the council or otherwise act as a councillor.
4. Any councillor / staff relationship protocol which the council has in place in respect of the election period prior to a council election, should be observed by a Nominated Candidate and this should apply from their Nomination Date until the close of voting for the election.
5. A council, upon receiving an application for a leave of absence from a councillor who is a Nominated Candidate or who intends to become a Nominated Candidate, should consider this as a reasonable request and approve that application.
6. A councillor who is a Prospective Candidate or a Nominated Candidate should take care to declare conflicts of interest that may pertain to their conflicting role as a candidate.
7. A councillor who is a Prospective Candidate or a Nominated Candidate, should take care to differentiate between their role as a state or federal election candidate and role as a councillor when making public comment.
8. A councillor who is a Prospective Candidate or a Nominated Candidate, should not use council resources, including council staff, equipment and facilities in relation to their candidacy.
9. A councillor who is a Prospective Candidate or a Nominated Candidate, should not use council activities, including council meetings, events, network meetings and council-related external activities in relation to their candidacy.
10. A councillor must resign immediately if they are successful in a state or federal election.

**MUNICIPAL ASSOCIATION OF VICTORIA**  
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GPO BOX 4326 MELBOURNE 3001  
T 03] 9667 5555 F 03] 9667 5555 W [www.mav.asn.au](http://www.mav.asn.au)





# Guidelines

## **The distinction between Prospective Candidate and Nominated Candidate**

These Guidelines draw a distinction between Prospective Candidates and Nominated Candidates because, as with council elections, candidates for state and federal elections only become actual nominated candidates a few weeks prior to the relevant election date. Accordingly, these Guidelines recommend different treatment for Prospective Candidates and Nominated Candidates on the basis that some requirements are recommended as appropriate for Nominated Candidates during a formal election period which are not considered to be necessary prior to the formal election period.

## **Further Information:**

For further information see:

- Parliament of Australia website ([www.aph.gov.au](http://www.aph.gov.au))
- Australian Electoral Commission website ([www.aec.gov.au/](http://www.aec.gov.au/))
- Victorian Parliament website ([www.parliament.vic.gov.au/](http://www.parliament.vic.gov.au/))
- Victorian Electoral Commission website ([www.vec.vic.gov.au/](http://www.vec.vic.gov.au/))

**DISCLAIMER:** This document was updated on 3 November 2021. The information is guidance only and does not constitute legal advice. The MAV recommends independent legal advice is obtained regarding the various issues associated with running as a candidate whilst still a Councillor.

26 April 2022

**Agenda Item No:** 11.4

### **INFORMAL MEETINGS OF COUNCILLORS**

**Contact Officer:** Gabrielle Pattenden, Governance Officer

#### **Purpose of Report**

To provide copies of the Informal Meetings of Councillors records in line with Rule 1 of Chapter 6 of the Governance Rules to support openness and transparency of Governance processes.

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

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

#### **OFFICER RECOMMENDATION**

That Council receive the report.

#### **1. Executive Summary**

This report contains records for meetings defined as an Informal Meetings of Councillors under Rule 1 of Chapter 6 of the Governance Rules (the Rules).

#### **2. Background**

The Governance Rules requires that Informal Meetings of Councillors records are reported to the next possible meeting of Council. This seeks to promote openness and transparency of Council decision making.

#### **3. Discussion**

##### **3.1 Council Plan Alignment**

Goal 5 - Our well-governed and responsive organisation

Direction 5.1 - Support decision making to provide an efficient and effective council which embodies the principles of democracy

The reporting of Informal Meetings of Councillors meets the requirements of the Rules and is critical to Direction 5.1.

##### **3.2 Consultation/Internal Review**

Not applicable to this report



**3.3 Operation and Strategic Issues**

**3.3.1 Governance Rules requirements**

As prescribed by Rule 1 of Chapter 6 of the Rules, if there is a meeting of Councillors that:

- is scheduled or planned for the purpose of discussing the business of Council or briefing Councillors;
- is attended by at least one member of Council staff; and
- is not a Council meeting, Delegated Committee meeting or Community Asset Committee meeting

the Chief Executive Officer must ensure that a summary of the matters discussed at the meeting are:

- a) tabled at the next convenient Council meeting; and
- b) recorded in the minutes of that Council meeting.

A standard Informal Meeting of Councillors form will be used as the record for the purposes of the Rules. These form the appendices to the report.

Rule 6 of Chapter 5 of the Rules requires Councillors attending a meeting under the auspices of Council (to which an Informal Meeting of Councillors falls under) to disclose a conflict of interest and leave the room whilst the matter is being considered.

**4. Conclusion**

**4.1 Environmental Implications**

Nil

**4.2 Social Implications**

Tabling Informal Meetings of Councillors records supports disclosure and transparency of Council operations.

**4.3 Resource Implications**

Nil.

**4.4 Legal / Risk Implications**

Nil.

## Appendices

Appendix 1 - Informal Meetings of Councillors Record 4 April 2022 (Ref 22/105166) [↓](#)

Appendix 2 - Informal Meetings of Councillors Record - Councillor Information Session  
11 April 2022 (Ref 22/105792) [↓](#)

Appendix 3 - Informal Meetings of Councillors Record Governance Committee 12 April  
2022 (Ref 22/105190) [↓](#)

Appendix 4 - Informal Meetings of Councillors Record - Strategic CIS 19 April 2022 (Ref  
22/105560) [↓](#)

Author/s: Gabrielle Pattenden, Governance Officer  
Reviewed and Approved By: Phil DeLosa, Manager Governance  
Tony Ljaskevic, General Manager Corporate Services

# 11.4

## INFORMAL MEETINGS OF COUNCILLORS

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# Informal Meetings of Councillors Record

## Governance Rules Chapter 6

This form must be completed by the appropriate attending Council Officer and submitted immediately to the Governance Department for reporting to Council.



### Meeting Details

**Date:** 4 April 2022

**Time:** 6.00pm

**Meeting Location:** via Zoom platform

**Meeting Reason:** Strategic CIS

### Attendees:

#### Councillor/s:

Cr Steve Staikos (Mayor)  
 Cr Jenna Davey-Burns (Deputy Mayor)  
 Cr Tim Cochrane (arrived at 6.27pm, departed at 8.27pm)  
 Cr Tracey Davies  
 Cr Chris Hill  
 Cr Cameron Howe (arrived at 6.16pm, departed at 8.15pm)  
 Cr George Hua  
 Cr Georgina Oxley  
 Cr Hadi Saab

#### Officer/s:

Peter Bean, Chief Executive Officer  
 Jonathan Guttman, General Manager Planning and Development  
 Samantha Krull, General Manager City Assets and Environment  
 Tony Ljaskevic, General Manager Corporate Services  
 Mark Patterson, Acting General Manager Community Sustainability  
 Phil De Losa, Manager Governance  
 Patrick O'Gorman, Governance Officer  
 Tracey Cheeseman, Manager Communications and Community Relations  
 Paul Marsden, Manager City Strategy  
 Jaclyn Murdoch, Manager City Development  
 Chao Ren, Manager Project Management Office  
 Bridget Draper, Manager Active Kingston  
 Kim Marshall, Strategic Coordinator Leisure Facilities  
 Emily Boucher, Manager Open Space  
 Astrid Di Carlo, Executive Manager Legal

### Apologies:

Cr Tamsin Bearsley

### Summary of Matters Discussed:

1. Apologies
2. Disclosures by Councillors, Officers and Contractors of any Conflict of Interest
3. Notes of Strategic CIS Meeting of 21 March 2022
4. Ward Briefings
5. Councillor Weekly Updates and Executive Updates
6. Planning Delegations Policy Emails – March 2022
7. Response to Resolution – Tree Removals Over 8m in Height – Planning and Local Law
8. Draft Agenda – Planning Committee
9. 2022-2023 Capital Budget Update
10. Aquatics Facilities Site Selection Due Diligence Briefing Update

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## Informal Meetings of Councillors Record

### Governance Rules Chapter 6

This form must be completed by the appropriate attending Council Officer and submitted immediately to the Governance Department for reporting to Council.



11. Mentone Station Norfolk Pine Health Update
12. Report on Legal Expenditure
13. Ethics Training for Councillors
14. Invitations
15. Councillor/CEO only time

### Conflict of Interest Disclosures:

**Councillor Disclosures: Nil**

**Officer Disclosures: Nil**

Completed by: Patrick O’Gorman

Date: 20/04/2022

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### Brief Explanation – Governance Rules Chapter 6:

If there is a meeting of Councillors that:

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- Budget discussion;
- Workshop re key Council priorities;
- Site inspection;
- Preliminary planning conference

*If you require further clarification, please contact the Governance team.*

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# Informal Meetings of Councillors Record

## Governance Rules Chapter 6

This form must be completed by the appropriate attending Council Officer and submitted immediately to the Governance Department for reporting to Council.



### Meeting Details

**Date:** 11 April 2022

**Time:** 6.00pm

**Meeting Location:** via the Zoom platform

**Meeting Reason:** Strategic Councillor Information Session

### Attendees:

#### Councillors

Cr Steve Staikos (Mayor)  
Cr Jenna Davey-Burns (Deputy Mayor)  
Cr Tamsin Bearsley (arrived at 6.20pm)  
Cr Tim Cochrane (arrived at 6.17pm, departed at 6.32pm)  
Cr Tracey Davies  
Cr Chris Hill  
Cr Cameron Howe (arrived at 6.17pm, departed at 7.00pm)  
Cr Georgina Oxley

#### Officers

Peter Bean, Chief Executive Officer  
Emily Boucher, Acting General Manager City Assets and Environment  
Jonathan Guttmann, General Manager Planning and Development  
Tony Ljaskevic, General Manager Corporate Services  
Mark Patterson, Acting General Manager Community Sustainability  
Juliette Wittich, Communications Advisor, Advocacy Campaigns  
Phil De Losa, Manager Governance  
Gabrielle Pattenden, Governance Officer  
Susan Quach, Coordinator Community Development  
Zali Mifsud, Indigenous Portfolio Officer  
Mark Stockton, Team Leader Sport and Recreation Major Projects  
James Prideaux, Team Leader Sport and Recreation  
Charles Turner, Manager Infrastructure  
Tim Scott, Team Leader Maintenance Contracts and Waste  
Julian Harvey, Manager Property Services

### Apologies:

Cr Hadi Saab

### Summary of Matters Discussed:

1. **Apologies**  
Cr Hadi Saab
2. **Disclosures by Councillors, Officers and Contractors of any Conflict of Interest**  
Nil
3. **Notes of the Planning CIS Meeting of 4 March 2022**  
The Notes were agreed.

### Strategic Briefings

4. **Councillor Weekly Update and Executive Updates**
5. **Draft Agenda - Council Meeting - See Separate Agenda**  
9.1 Reconciliation Action Plan

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## Informal Meetings of Councillors Record

### Governance Rules Chapter 6

This form must be completed by the appropriate attending Council Officer and submitted immediately to the Governance Department for reporting to Council.



- 10.1 Bonbeach Sports Reserve Pavillion Development – Community Consultation Findings
- 10.2 Disc Golf Trial – Bicentennial Park
- 10.3 Landfill Services Update
- 10.4 Proposed Sale of Council Reserve (Part) at 40 Redwood Drive, Dingley Village
- 14.1 **Confidential** - Proposed Acquisition – 172 Elder Street South, Clarinda
- 11.1 Draft Bi-Annual Report from the Audit and Risk Committee – March 2022
- 11.2 Nomination in a State or Federal Election Policy
- 11.3 Quick Response Grants
- 12 Notices of Motion

#### Other Business

#### 6. Invitations

#### Councillor/CEO Only Discussion

#### 7. Councillor/CEO Only Discussion

Nil

#### Conflict of Interest Disclosures:

**Councillor Disclosures:** Nil

**Officer Disclosures:** Nil

Completed by: Gabrielle Pattenden

Date: 11 April 2022

### Brief Explanation – Governance Rules Chapter 6:

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- Advisory committee where one or more Councillor/s is present;
- Budget discussion;
- Workshop re key Council priorities;
- Site inspection;
- Preliminary planning conference

*If you require further clarification, please contact the Governance team.*

## Informal Meetings of Councillors Record

### Governance Rules Chapter 6

This form must be completed by the appropriate attending Council Officer and submitted immediately to the Governance Department for reporting to Council.



### Meeting Details

**Date:** 12 April 2022

**Time:** 6.00pm

**Meeting Location:** via Zoom platform

**Meeting Reason:** Governance Committee

### Attendees:

#### Councillor/s:

Cr Steve Staikos (Mayor)  
Cr Jenna Davey-Burns (Deputy Mayor)  
Cr Georgina Oxley

#### Officer/s:

Tony Ljaskevic, General Manager Corporate Services  
Phil De Losa, Manager Governance  
Patrick O'Gorman, Governance Officer

### Apologies:

Peter Bean, Chief Executive Officer

### Summary of Matters Discussed:

1. Apologies
2. Disclosures by Councillors, Officers and Contractors of any Conflict of Interest
3. Notes of Governance Committee Meeting of 9 March 2022
4. Governance Committee Revised Terms of Reference
5. Governance Rules
6. Councillor Code of Conduct
7. Next meeting

### Conflict of Interest Disclosures:

**Councillor Disclosures:** Nil

**Officer Disclosures:** Nil

Completed by: Patrick O'Gorman

Date: 13/04/2022

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# Informal Meetings of Councillors Record

## Governance Rules Chapter 6

This form must be completed by the appropriate attending Council Officer and submitted immediately to the Governance Department for reporting to Council.



### Meeting Details

**Date:** 19 April 2022

**Time:** 6.00pm

**Meeting Location:** Council Chambers, 1230 Nepean Highway Cheltenham

**Meeting Reason:** Strategic Councillor Information Session

### Attendees:

#### Councillors

Cr Steve Staikos (Mayor)  
 Cr Jenna Davey-Burns (Deputy Mayor) (attended online)  
 Cr Tamsin Bearsley (arrived at 6.12 pm)  
 Cr Tim Cochrane (attended online)  
 Cr Chris Hill  
 Cr Cameron Howe (arrived at 6.19pm) (attended online) (departed at 8.53pm)  
 Cr George Hua (attended remotely) (departed at 8.59)  
 Cr Georgina Oxley (attended remotely) (departed at 8.49pm)  
 Cr Hadi Saab (attended remotely)

#### Officers

Peter Bean, Chief Executive Officer  
 Jonathan Guttman, General Manager Planning and Development  
 Bridget Draper, Acting General Manager City Assets and Environment  
 Tony Ljaskevic, General Manager Corporate Services  
 Tiffany Smith, Acting General Manager Community Sustainability  
 Justin Welsford, Media Advisor (attended remotely)  
 Emily Scopel-Reed, Governance Officer Integrity  
 Ange Marshall, Manager Finance  
 Peter Gillieron, Acting Manager Property Services  
 Jaclyn Murdoch, Manager City Development (attended remotely)  
 Charles Turner, Manager Infrastructure (attended remotely)  
 Jeanne Rossouw, Engineering Design Program Leader (attended remotely)  
 Michelle McDonald, Emergency Management Coordinator (attended remotely)

### Apologies:

Cr Tracy Davies

### Summary of Matters Discussed:

- 1 Apologies
- 2 Declaration by Councillors, Officers and Contractors of any Conflict of Interest
- 3 Notes of CIS of 11 April 2022
- 4 Councillor Weekly Update and Executive Updates
- 5 2022/23 Draft Budget & Long Term Financial Plan Presentation to Councillors
- 6 Removal of Drainage Reserve rear Sherwood and Catherine Ave Chelsea
- 7 Proposed Discontinuance and Sale of Road - side of 2 Emma St Carrum
- 8 VCAT Matter (The Cove)

*This report is designated as **confidential** by the CEO in accordance with S77(2) of the Local Government Act*

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## Informal Meetings of Councillors Record

### Governance Rules Chapter 6

This form must be completed by the appropriate attending Council Officer and submitted immediately to the Governance Department for reporting to Council.



- 9 Planning Development Probity Review Training
- 10 Flood Management and Emergency Response
- 11 Audit and Risk Committee Minutes - 16 March 2022
- 12 *By exception:*  
Response to Resolution - Tree Removals Over 8m in Height - Planning and Local Law

#### Conflict of Interest Disclosures:

##### Councillor Disclosures: *Nil*

Name of Councillor:

Explanation of the nature of the conflict: General OR Material

Councillor left the meeting prior to discussion: YES/NO

Time left: Time returned:

##### Officer Disclosures:

Name of Officer: *Nil*

Explanation of the nature of the conflict: General OR Material

Councillor left the meeting prior to discussion: YES/NO

Time left: Time returned:

Completed by: Emily Scopel-Reed, Governance Officer Integrity

Date: 20 April 2022

#### Brief Explanation – Governance Rules Chapter 6:

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# Informal Meetings of Councillors Record

## Governance Rules Chapter 6

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- Budget discussion;
- Workshop re key Council priorities;
- Site inspection;
- Preliminary planning conference

*If you require further clarification, please contact the Governance team.*

26 April 2022

**Agenda Item No: 11.5**

### **QUICK RESPONSE GRANTS**

**Contact Officer: Gabrielle Pattenden, Governance Officer**

#### **Purpose of Report**

To seek Council's consideration of Quick Response Grant applications received.

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

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

#### **OFFICER RECOMMENDATION**

That Council approve the following Quick Response Grant applications:

- Anglican Parish of Longbeach - \$1500.00
- South Metro Showtime - \$1500.00
- Bayside Community Information & Support Service Inc - \$700.00
- St Andrews Parish - \$1500.00
- Chabad of Dingley - \$1500.00
- Mentone & St Bedes O.C. Amateur Football Club - \$1500.00

That Council not approve the following Quick Response Grant applications:

- Ed Kovalev
- Friends of Kingston Heath Reserve
- The Shack Reserve Co
- Megan Fisher
- Warren Smith
- Robert Scholten
- Samantha Carter

#### **1. Executive Summary**

The Quick Response Grants Program gives individuals and community groups the opportunity to apply for small grants required at short notice to help them achieve their goals and ambitions.

This Program responds to the community's need for a form of grant that is flexible and efficient in terms of the time between application and approval and applies to smaller amounts of funding to a maximum of \$1,500.00.

Quick Response Grants are a category under Council's Community Grants Program.

## **2. Background**

In April 2019 Council revised the Quick Response Grants Guidelines. Grant applications are checked for eligibility in line with a set of criteria outlined in the Guidelines. An application must be submitted to Council and considered for approval at a Council Meeting.

Any not-for-profit group, school or community organisation providing services within the City of Kingston may apply.

Individuals must be a resident of the City of Kingston and participating in an activity in an unpaid capacity and not as a requirement of any formal course of study or of their employment. Individuals can apply for a grant to assist them to participate in a sporting, educational, recreational or cultural activity; other pursuit of a personal development nature; which will have a clear benefit to the community.

Community groups can apply for a grant to assist with the provision of a service, program or activity used by or of benefit to Kingston residents.

## **3. Discussion**

### **3.1. Council Plan Alignment**

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

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

### **3.2. Operation and Strategic Issues**

#### **3.2.1. Assessment of Application Criteria**

Applications for Quick Response Grants are assessed against the criteria outlined in the guidelines as follows:

- Are funds needed at short notice or can they wait for the Annual Grants program?
- Does the proposed activity/event/project benefit the City of Kingston residents?
- Has the applicant demonstrated a clear need for funds?
- Has the applicant received any other funding from Council?
- That the organisation is a not-for-profit and has a bank account in the name of organisation.
- Can the project be funded under any other Council grant program?

**4. Applications**

<b>Name:</b>	<b>Anglican Parish of Longbeach</b>	
<b>Amount requested:</b>	\$1500.00	
<b>Description of Project/Event:</b>	Replace Opportunity Shop after fire destroyed the shop and premises. Pantry 5000 provides 200 hampers each week to vulnerable people in the community; Matts Place provides cooked meals weekly for approx 120 vulnerable people in the community and Winter Warmers provides much needed winter clothes and blankets to needy families through local schools. These programs have in the past received funding from our Opportunity Shop and due to the fire and the Opportunity Shop being destroyed we as a Parish need to continue providing funds and volunteers to keep these essential services operating in the City of Kingston and local community until we have a new Opportunity Shop in operation.	
<b>How the funds will be used:</b>	They will be used to keep Pantry 5000, Matts Place and Winter Warmers - our outreach services operating.	
<b>Assessment Criteria:</b> <ul style="list-style-type: none"><li>• The applicant meets the eligibility criteria</li><li>• Funds are needed at short notice</li><li>• The activity/event/project benefits the City of Kingston residents</li><li>• The applicant has demonstrated a clear need for funds</li><li>• The applicant has not received any other funding from Council</li><li>• The applicant is an individual or not for profit organisation</li><li>• The project cannot be funded under any other Council Grant program</li></ul>		<div>✓</div> <div>✓</div> <div>✓</div> <div>✓</div> <div>✓</div> <div>✓</div> <div>✓</div>
<b>Grants received in current or last financial year</b> \$11k - Special Partnership Grant - Jan'22 \$27.6k - Partnership Grant - Sep'21 \$8.8k - Grant - Sep'21 \$8.8k - Annual Grant - Jan'21 \$16.2k - Partnership Grant - Sep'20		
<b>Officer Comment:</b> This application meets the assessment criteria and is recommended for approval for an amount of \$1500.00.		

**City of Kingston  
Council Meeting**

**Agenda**

**26 April 2022**

<b>Name:</b>	<b>Ed Kovalev</b>	
<b>Amount requested:</b>	\$1500.00	
<b>Description of Project/Event:</b>	<p>Group photo exhibition 'Meridians' at Kingston G3 Artspace – Parkdale. This exhibition will contribute to the City of Kingston vibrant arts and cultural scene, showcasing the works of the two local photographers: Ed Kovalev and award winning designer and landscape photographer Irina Mitina. Their works provide a genuine observational look into the many diverse communities around the world, while also reflecting on the beauty of simple things and potential of travel photography. This initiative will enhance, and act on the Kingston community's desire to position Kingston as a liveable and creative city and will be a welcome additional to the Kingston residents' social calendar after a very challenging 2-year long COVID period.</p>	
<b>How the funds will be used:</b>	To cover the cost hiring costs and to partly the printing and framing costs.	
<b>Assessment Criteria:</b>		
• The applicant meets the eligibility criteria		X
• Funds are needed at short notice		✓
• The activity/event/project benefits the City of Kingston residents		✓
• The applicant has demonstrated a clear need for funds		✓
• The applicant has not received any other funding from Council		✓
• The applicant is an individual or not for profit organisation		✓
• The project cannot be funded under any other Council Grant program		✓
<b>Grants received in current or last financial year</b>		
Nil		
<b>Officer Comment:</b>		
This application does not meet the assessment criteria and is not recommended for approval as the Quick Response Grant Guidelines state that individuals must propose an activity that is to be undertaken in an unpaid capacity.		

**City of Kingston  
Council Meeting**

**Agenda**

**26 April 2022**

<b>Name:</b>	<b>South Metro Showtime</b>	
<b>Amount requested:</b>	\$1500.00	
<b>Description of Project/Event:</b>	<p>Moving to a new home is a big enterprise. After some vandalism at our old home we want to be able to store our prized possessions in more manageable and weather proof containers and reduce future damage at our new home.</p> <p>South Metro Showtime is a variety show put on by the local youth members of Guides and Scouts. This organisation provides youth members the opportunity to explore and grow their skills in the performing arts in an all inclusive environment. Everyone who auditions is given a role that recognises the child's potential. We are supporting the local youth in extra circular activities that positive and enriching.</p>	
<b>How the funds will be used:</b>	Storage containers with lids that are suitable for OHS needs and shelving.	
<b>Assessment Criteria:</b>		
• The applicant meets the eligibility criteria		✓
• Funds are needed at short notice		✓
• The activity/event/project benefits the City of Kingston residents		✓
• The applicant has demonstrated a clear need for funds		✓
• The applicant has not received any other funding from Council		✓
• The applicant is an individual or not for profit organisation		✓
• The project cannot be funded under any other Council Grant program		✓
<b>Grants received in current or last financial year</b>		
Nil		
<b>Officer Comment:</b>		
This application meets the assessment criteria and is recommended for approval for an amount of \$1500.00.		



**City of Kingston  
Council Meeting**

**Agenda**

**26 April 2022**

<b>Name:</b>	<b>Bayside Community Information &amp; Support Service Inc</b>	
<b>Amount requested:</b>	\$700.00	
<b>Description of Project/Event:</b>	BayCISS supports vulnerable members of the community by providing immediate supports during times of crisis. One example involved people escaping a family violence situation, who may already be suffering extensive childhood trauma. Providing extensive supports over a period of time, we are able to unpack and prioritise support structures during these times, aiming for a time that they can once again stand on their own, escape the cycle, find a new permanent home and begin a new chapter in their life. This application is for financial support for our organisation to support someone (Kingston resident) with basic household items to assist with their fresh start.	
<b>How the funds will be used:</b>	Funds received through this application will be used specifically to purchase a 'Starter Pack' of items essential for any person starting out on their own. Items like kitchen tools and utensils, cookware, crockery, cutlery, towels and bedding.	
<b>Assessment Criteria:</b>	<ul style="list-style-type: none"> <li>The applicant meets the eligibility criteria</li> <li>Funds are needed at short notice</li> <li>The activity/event/project benefits the City of Kingston residents</li> <li>The applicant has demonstrated a clear need for funds</li> <li>The applicant has not received any other funding from Council</li> <li>The applicant is an individual or not for profit organisation</li> <li>The project cannot be funded under any other Council Grant program</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> </ul>
<b>Grants received in current or last financial year</b>		
Nil		
<b>Officer Comment:</b>		
This application meets the assessment criteria and is recommended for approval for an amount of \$700.00. Whilst the applicant is located just outside the City of Kingston boundary, the funds are to be used to assist a resident of Mordialloc.		

<b>Name:</b>	<b>Henan Province Hometown Association of Australia Inc</b>	
<b>Amount requested:</b>	\$1450.00	
<b>Description of Project/Event:</b>	Free taiji, singing, dancing, donation, age care, tax, and English education Making people involved more sport, exercise activities and get more free knowledge of retirement	
<b>How the funds will be used:</b>	To pay necessary equipment for singing, dancing and payment of relevant lecturers	
<b>Assessment Criteria:</b>	<ul style="list-style-type: none"> <li>The applicant meets the eligibility criteria</li> <li>Funds are needed at short notice</li> <li>The activity/event/project benefits the City of Kingston residents</li> <li>The applicant has demonstrated a clear need for funds</li> <li>The applicant has not received any other funding from Council</li> <li>The applicant is an individual or not for profit organisation</li> <li>The project cannot be funded under any other Council Grant program</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> </ul>
<b>Grants received in current or last financial year</b>		
Nil		
<b>Officer Comment:</b>		
This application meets the selection criteria and is recommended for approval for an amount of \$1450.00, subject to additional information to be provided by the applicant.		

**City of Kingston  
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**26 April 2022**

<b>Name:</b>	<b>St. Andrews Parish</b>	
<b>Amount requested:</b>	\$1500.00	
<b>Description of Project/Event:</b>	Install air purifiers in church to create a safe and healthy environment for the community at large and especially for the elderly children and sick parishioners.	
<b>How the funds will be used:</b>	To install air purifiers in the church.	
<b>Assessment Criteria:</b>		
<ul style="list-style-type: none"> <li>The applicant meets the eligibility criteria</li> <li>Funds are needed at short notice</li> <li>The activity/event/project benefits the City of Kingston residents</li> <li>The applicant has demonstrated a clear need for funds</li> <li>The applicant has not received any other funding from Council</li> <li>The applicant is an individual or not for profit organisation</li> <li>The project cannot be funded under any other Council Grant program</li> </ul>		✓ ✓ ✓ ✓ ✓ ✓ ✓
<b>Grants received in current or last financial year</b>		
Nil		
<b>Officer Comment:</b>		
This application meets the assessment criteria and is recommended for approval for an amount of \$1500.00.		

<b>Name:</b>	<b>Friends Of Kingston Heath Reserve Inc</b>	
<b>Amount requested:</b>	\$500.00	
<b>Description of Project/Event:</b>	Maintaining the parkland in Kingston Heath Reserve	
<b>How the funds will be used:</b>	Will be used for payment of our Annual fee to Consumer Affairs for Incorporation.	
<b>Assessment Criteria:</b>		
<ul style="list-style-type: none"> <li>The applicant meets the eligibility criteria</li> <li>Funds are needed at short notice</li> <li>The activity/event/project benefits the City of Kingston residents</li> <li>The applicant has demonstrated a clear need for funds</li> <li>The applicant has not received any other funding from Council</li> <li>The applicant is an individual or not for profit organisation</li> <li>The project cannot be funded under any other Council Grant program</li> </ul>		X ✓ ✓ ✓ ✓ ✓ ✓
<b>Grants received in current or last financial year</b>		
Nil		
<b>Officer Comment:</b>		
This application does not meet the assessment criteria and is not recommended for approval as the Quick Response Grant guidelines state that applications for operational costs will not be funded.		

**City of Kingston  
Council Meeting**

**Agenda**

**26 April 2022**

<b>Name:</b>	<b>The Shack Reserve Co</b>	
<b>Amount requested:</b>	\$500.00	
<b>Description of Project/Event:</b>	The project started in 2020, involves environmental work and maintenance and cleanup around the green strip between Aspendale Gardens and Braeside, (wetland area). It is a community-driven project and has involved maintenance of the local area as well as protection of the local flora and fauna in the area. Cleaning or rubbish, as well as promoting new plant growth. It was started to provide an environmental green wall from local residents view of factories as well as to help recently affected animals fauna living in the region.	
<b>How the funds will be used:</b>	The funds will be used for purchasing new maintenance equipment like shovels, as well as put towards purchasing more native trees, shrubs, and bushes to be planted in the area. Then to look further into opening up the space for the wider Kingston community.	
<b>Assessment Criteria:</b>		
• The applicant meets the eligibility criteria		X
• Funds are needed at short notice		✓
• The activity/event/project benefits the City of Kingston residents		X
• The applicant has demonstrated a clear need for funds		✓
• The applicant has not received any other funding from Council		✓
• The applicant is an individual or not for profit organisation		?
• The project cannot be funded under any other Council Grant program		✓
<b>Grants received in current or last financial year</b>		
Nil		
<b>Officer Comment:</b>		
This application does not meet the assessment criteria and is not recommended for approval as the application does not adequately demonstrate benefit to the City of Kingston community.		

<b>Name:</b>	<b>Megan Fisher</b>	
<b>Amount requested:</b>	\$500.00	
<b>Description of Project/Event:</b>	I am wanting to start up a FIRST Lego League Challenge group for kids in grades 4 -8 in the Clarinda community. FIRST Lego League is a friendly competition where teams of students ages 9-16 engage in research, problem-solving, coding and engineering – building and programming a LEGO robot that navigates the missions of a robot game. As part of Challenge, teams also participate in a research project to identify and solve a relevant real-world problem.	
<b>How the funds will be used:</b>	The grant funds will cover the robot purchase (see attached document), a table for building (\$50), the challenge kit purchase as well as any spare parts needed for the robot.	
<b>Assessment Criteria:</b>		
• The applicant meets the eligibility criteria		✓
• Funds are needed at short notice		✓
• The activity/event/project benefits the City of Kingston residents		X
• The applicant has demonstrated a clear need for funds		✓
• The applicant has not received any other funding from Council		✓
• The applicant is an individual or not for profit organisation		✓
• The project cannot be funded under any other Council Grant program		✓
<b>Grants received in current or last financial year</b>		
Nil		
<b>Officer Comment:</b>		
This application does not meet the assessment criteria and is not recommended for approval as the application does not adequately demonstrate benefit to the City of Kingston community.		

**City of Kingston  
Council Meeting**

**Agenda**

**26 April 2022**

<b>Name:</b>	<b>Warren Smith</b>	
<b>Amount requested:</b>	\$1500.00	
<b>Description of Project/Event:</b>	<p>To record and produce the song "The Greatest Race Of All" based on The Melbourne Cup through Simon Moro's studio and to complete it in time for the Melbourne Cup Tour of Australia starting in June and to have enough time for the marketing of the song, giving it the best chance to have an impact right around Australia in time for this year's Melbourne Cup. The song has been 40 years in the making with family friend Peter Liddell and I beginning to write it back in the early 80s. Peter passed away in 2013 and always said that I should do something with it one day, so I put the Covid lockdowns to good use and wrote and rewrote it to get it to the stage of the attached demo. I have played it live to Peter's family and they love it and have signed over the copyright of Peter's portion of writing, on the condition that I produce it and sing it myself (and not get a name singer to sing it) and give it a chance to go somewhere as Peter wished.</p>	
<b>How the funds will be used:</b>	<p>The funds will be used for part payment of the following:</p> <ul style="list-style-type: none"> <li>• preproduction of song with producer Simon Moro, the session musicians and myself</li> <li>• drums, Bass Guitar, Piano/Keyboards, Backing Vocalists, Strings, Horns (if required). I will be on Guitar and Lead Vocals</li> <li>• session musicians to (track) record the song in Simon Moro's studio</li> <li>• Simon Moro to mix the song and create different edits of the song for commercial use in case required</li> <li>• Mastering of song and all edits</li> </ul> <p>All legal costs and marketing costs related to the project will be funded by myself</p>	
<b>Assessment Criteria:</b>	<ul style="list-style-type: none"> <li>• The applicant meets the eligibility criteria</li> <li>• Funds are needed at short notice</li> <li>• The activity/event/project benefits the City of Kingston residents</li> <li>• The applicant has demonstrated a clear need for funds</li> <li>• The applicant has not received any other funding from Council</li> <li>• The applicant is an individual or not for profit organisation</li> <li>• The project cannot be funded under any other Council Grant program</li> </ul>	<div>✓</div> <div>✓</div> <div>X</div> <div>✓</div> <div>✓</div> <div>✓</div> <div>✓</div>
<b>Grants received in current or last financial year</b> Nil		
<b>Officer Comment:</b> This application does not meet the assessment criteria and is not recommended for approval as the application does not adequately demonstrate benefit to the City of Kingston community.		

**City of Kingston  
Council Meeting**

**Agenda**

**26 April 2022**

<b>Name:</b>	<b>Chabad of Dingley</b>	
<b>Amount requested:</b>	\$1500.00	
<b>Description of Project/Event:</b>	Pesach Seder - Facilitate the celebration of Jewish Culture and community. Will benefit local and immigrants.	
<b>How the funds will be used:</b>	To promote the event and cover some of its costs	
<b>Assessment Criteria:</b>		
<ul style="list-style-type: none"> <li>The applicant meets the eligibility criteria</li> <li>Funds are needed at short notice</li> <li>The activity/event/project benefits the City of Kingston residents</li> <li>The applicant has demonstrated a clear need for funds</li> <li>The applicant has not received any other funding from Council</li> <li>The applicant is an individual or not for profit organisation</li> <li>The project cannot be funded under any other Council Grant program</li> </ul>		✓ ✓ ✓ ✓ ✓ ✓ ✓
<b>Grants received in current or last financial year</b>		
Nil		
<b>Officer Comment:</b>		
This application meets the assessment criteria and is recommended for approval for an amount of 1500.00.		

<b>Name:</b>	<b>Mentone &amp; St Bedes O.C. Amateur Football Club</b>	
<b>Amount requested:</b>	\$1500.00	
<b>Description of Project/Event:</b>	The club washes the playing jumpers for our 8 senior teams weekly during the football season as well as training bibs, tea towels, table cloths etc to get the longest possible life out of them. The club has to purchase playing jumpers from the respective leagues that they are affiliated with. The current playing jumpers available are prone to colour fading if not washed correctly so it is important to ensure they are in the best condition. We are having to wash and dry in very small batches as these old machines are no longer efficient. The new equipment will allow our volunteers who assist with this task by saving time and allow them to take on other tasks. Volunteers are in short supply due to Covid. Many have reduced their hours or taken a step back to care for their families.	
<b>How the funds will be used:</b>	Replace our 15-year-old and 12-year-old washing machines and dryer in our laundry. One of our washing machines broke down last year and the second one is no longer washing to standard.	
<b>Assessment Criteria:</b>		
<ul style="list-style-type: none"> <li>The applicant meets the eligibility criteria</li> <li>Funds are needed at short notice</li> <li>The activity/event/project benefits the City of Kingston residents</li> <li>The applicant has demonstrated a clear need for funds</li> <li>The applicant has not received any other funding from Council</li> <li>The applicant is an individual or not for profit organisation</li> <li>The project cannot be funded under any other Council Grant program</li> </ul>		✓ ✓ ✓ ✓ ✓ ✓ ✓
<b>Grants received in current or last financial year</b>		
\$1.5k Quick Response Grant - Sep'20		
<b>Officer Comment:</b>		
This application meets the assessment criteria and is recommended for approval for an amount of 1500.00.		

**City of Kingston  
Council Meeting**

**Agenda**

**26 April 2022**

<b>Name:</b>	<b>Robert Scholten</b>	
<b>Amount requested:</b>	\$1500.00	
<b>Description of Project/Event:</b>	<p>I wish to take place in a special artist development course, Pushing the Line. This is a unique artistic opportunity for my development as an artist and to challenge and develop my art practice. This challenging and dynamic course is taught by five diverse and exciting artists, and will inspire, stimulate and challenge me. They are very well known, including names like Godwin Bradbeer. It is an opportunity for me to step into the unknown, work with a variety of mediums, try new approaches and take a risk in your practice. Each tutor has designed their own one day workshop, creating a very unique and engaging experience every day. The sessions will allow me to experiment with unconventional approaches to mark making and creating, and the intensive is run over five consecutive days allowing for concentrated focus and development.</p> <p>As a local artist who lives and works in Kingston, I am very active in the promotion of creativity and art in the local community. Some of my involvement includes working with children from local schools (eg., Berendale), running workshops at community events, mentoring high school students at Patterson River Secondary to paint a mural, and being a resident artist at Kingston Arts. By partaking in this course, it will allow me to greatly develop as an artist. The teachers in this course are highly established and can impart a lot of knowledge. This will greatly help me grow as an artist, which will in turn, allow me to give more to the creativity in the Kingston community.</p>	
<b>How the funds will be used:</b>	The funds will be used to pay for the course, art materials, and public transport.	
<b>Assessment Criteria:</b>		
• The applicant meets the eligibility criteria		✓
• Funds are needed at short notice		✓
• The activity/event/project benefits the City of Kingston residents		X
• The applicant has demonstrated a clear need for funds		✓
• The applicant has not received any other funding from Council		✓
• The applicant is an individual or not for profit organisation		✓
• The project cannot be funded under any other Council Grant program		✓
<b>Grants received in current or last financial year</b>		
Nil		
<b>Officer Comment:</b>		
This application does not meet the assessment criteria and is not recommended for approval as the application does not adequately demonstrate benefit to the City of Kingston community.		

<b>Name:</b>	<b>Samantha Carter</b>	
<b>Amount requested:</b>	\$1500.00	
<b>Description of Project/Event:</b>	To provide affordable, ongoing personal safety and self defence classes for women. Suitable for women aged 13+. Class sizes up to 25 students. These classes will be offered at different community centres or halls across the City of Kingston. Class schedules are flexible. Eg: 8 weeks for 1 hour per week. Or, a 1 off, 2 hour class offered 4 times a year etc. This depends on funding and participant numbers.	
<b>How the funds will be used:</b>		
<b>Assessment Criteria:</b>		
• The applicant meets the eligibility criteria		X
• Funds are needed at short notice		✓
• The activity/event/project benefits the City of Kingston residents		✓
• The applicant has demonstrated a clear need for funds		✓
• The applicant has not received any other funding from Council		✓
• The applicant is an individual or not for profit organisation		✓
• The project cannot be funded under any other Council Grant program		✓
<b>Grants received in current or last financial year</b>		
Nil		
<b>Officer Comment:</b>		
This application does not meet the assessment criteria and is not recommended for approval as the Quick Response Grant Guidelines state that individuals must propose an activity that is to be undertaken in an unpaid capacity.		

#### 4.1. Conclusion

The grant applications in this report have been assessed according to the assessment criteria approved by Council in the Quick Response Guidelines.

#### 4.2. Environmental Implications

N/A

#### 4.3. 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.

#### 4.4. Resource Implications

Funds for Quick Response Grants are allocated by Council through its annual budget process.

#### 4.5. Legal / Risk Implications

N/A

Author/s:

Gabrielle Pattenden, Governance Officer

Reviewed and Approved By:

Phil DeLosa, Manager Governance

Tony Ljaskevic, General Manager Corporate Services

## **12. Chief Finance Office Reports**



26 April 2022

**Agenda Item No: 12.1**

### **PROPOSED SALE OF COUNCIL RESERVE (PART) AT 40 REDWOOD DRIVE, DINGLEY VILLAGE**

**Contact Officer: Peter Gillieron, Acting Manager Property Services**

#### **Purpose of Report**

The purpose of this report is to advise Council that Mitchell Laminates has indicated an intention to proceed with the purchase of part of Council's Reserve (subject land) where it adjoins its manufacturing factory at 32-38 Redwood Drive, Dingley Village at the updated valuation.

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

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

#### **RECOMMENDATION**

That :

1. Council commence the statutory and administrative procedures to consider the sale of the subject land to Mitchell Laminates for the current market valuation referred to in this report;
2. A further report be received at the conclusion of the statutory procedures to consider selling, or not selling, the subject land;
3. Any funds derived from a future sale of part of the Reserve (should that occur) be directed to the Open Space Reserve for the Dingley area; and
4. The Kingston Residents' Association is thanked for its submission.

#### **1. Executive Summary**

40 Redwood Drive Dingley Village is a Council owned reserve, with some treed vegetation that is being used for public open space within the surrounding industrial estate. The Industrial estate was developed in the 1980's. The Reserve is shown on the aerial print below as well as the adjoining owner at 32-38 Redwood Drive.



The Reserve:

- Is zoned “Industrial 1” under the Kingston Planning Scheme.
- Has an area of 3,993m<sup>2</sup>.
- Is defined in Plan of Subdivision 135708 as “Reserved for Municipal Purposes.”

Council was approached in 2019/2020 by Mitchell Laminates, being the adjoining owners of 32-38 Redwood Drive, Dingley Village, to consider selling to it part of 40 Redwood Drive, Dingley Village to facilitate the expansion of their manufacturing activities. Mitchell Laminates advised that it would be seeking to purchase approximately 2,340m<sup>2</sup> of land from the Reserve (subject land) to enable the expansion. The subject land proposed for purchase by Mitchell Laminates is shown below.



## 2. Background

Council considered the 2019/2020 approach by Mitchell Laminates at its Meeting on 24 August 2020. The Report recommended that Council authorise publishing Notice of its intention to sell the subject land for the price \$1,287,000 plus GST (if applicable) to Mitchell Laminates and that:

- In the event of no submissions being received, that Council sells the subject land.
- The proceeds to be credited to Council's Public Open Space Fund; and
- Removal of the reserve status prior to the subject land being sold.

The recommendation also included that a further report be presented to Council addressing the following.

- options for expending the sale funds on green spaces in the municipality,
- options for the replacement plantings for the trees lost on that part of the reserve proposed for sale; and
- a concept development plan for the balance of the reserve proposed for retention having regard to the BIOSIS report.

Council resolved the following at the 24 August 2020 Meeting:

*That consideration of this item be deferred until Council has:*

- *Undertaken a community consultation to elicit the views of local workers and other community members and groups on whether they would like the reserve to be sold or to be retained and redeveloped to provide picnic tables and other amenities.*
- *Considered any original landscape plan for the original Redwood Gardens development that might indicate the original plans and purpose for this reserve and the original provenance of the River Red Gums on the site.*
- *Asked the Biosis consultant to:*
  - (i) recommend on how the reserve should be managed should Council wish to preserve and enhance the indigenous vegetation on the site, and to*
  - (ii) evaluate the impact on the indigenous River Red Gums and wallaby grass of providing picnic tables and other amenities on the part of the reserve proposed to be retained.*
- *Included in any future report information outlined in points (i) to (iii) of the officer recommendation as follows:*
  - (i) options for expending the sale funds on green spaces in the municipality,*
  - (ii) options for the replacement plantings for the trees lost on that part of the reserve proposed for sale; and*
  - (iii) a concept development plan for the balance of the reserve proposed for retention having regard to the BIOSIS report.*

In response to the Council's resolution Community consultation commenced 4 May 2021 and concluded on 31 May 2021. The consultation included:

- A letter drop to the eighty-eight (88) industrial properties in the surrounding industrial estate.
- Your Kingston, Your Say.

One submission from the Kingston Residents Association Inc was received opposing the proposed sale. A copy of the submission is attached as Appendix 1.

- Officers were unable to source the original development plans for the surrounding industrial estate. The estate was subdivided and developed in the 1970's when it was located within the former City of Springvale.
- BIOSIS was engaged and their report is attached as Appendix 2.
- Options for expending the proposed sale funds in the municipality include:
  - William Bardoel Reserve, an existing reserve requiring improvements to its facilities.
  - Dingley Village Reserve, an existing reserve that is having a retrospective Master Plan developed. The Reserve will require funds for tree planting etc.
  - Spring Road Reserve which Master Plan is currently being revised

A concept plan for the redevelopment of the balance of the Redwood Drive has been prepared, incorporating the BIOSIS recommendations, and is attached as Appendix 3.

Council's Planning CIS considered the above at its meeting on 29 November 2021 and officers subsequently re-commenced negotiations with Mitchell Laminates confirming its interest in the sale of the subject land but at the current market value. The subject land was subsequently valued at \$1,750,000 plus GST (if applicable).

### 3. Discussion

#### 3.1 Council Plan Alignment

Strategic Direction: Liveable - Our city will be a vibrant, enjoyable, and easy place to live.

Strategy: “invest in high-quality community assets” and “invest in high-quality community assets.”

Funds would be generated from the proposed sale that would be credited into Council's Public Open Space Fund for improving existing open spaces in the immediate vicinity and benefitting the respective communities.

#### 3.2 Consultation/Internal Review

Council officers held discussions with Mitchell Laminates who subsequently confirmed in-principle agreement to purchase the subject land at the revised valuation of \$1,750,000 plus GST if applicable

#### 3.3 Operation and Strategic Issues

##### 3.3.1 Submission from the Kingston Residents Association

The Association has opposed the proposed sale as per its submission attached as Appendix 1. The BIOSIS report provides a way forward to sell part of the Reserve, whilst addressing the environmental issues raised by the Association and enhancing the balance of the Reserve.

#### 3.4 Options

##### 3.4.1 Commence the procedures to sell the subject land - Recommended

This option, that is recommended, is to sell the subject land subject to Council complying with its statutory responsibilities referred to below under Legal/Risk Implications. Mitchell Laminates has agreed in-principle, to the higher price.

##### 3.4.2 Not to sell the subject land

This option, supported by the Kingston Residents Association, is not recommended for two reasons, namely:

- The BIOSIS Report addresses the environmental issues raised by the Association and enhancing the balance of the Reserve.
- The funds from the proposed sale will provide opportunities for enhancing or creating other open space reserves.

### 4. Conclusion

#### 4.1 Environmental Implications

The environmental implications of the proposed sale of part of the reserve have been addressed by the BIOSIS report and through the landscape plan for the balance of the reserve.

#### 4.2 Social Implications

With some public open space remaining from the sale of a portion of the land, access to public open space has not been compromised for nearby workers.

Through the sale of a portion of the land, landscape improvements to the balance of the land will be able to be funded, creating a natural refuse for workers to enjoy.

#### 4.3 Resource Implications

The previous negotiations with Mitchell Laminates included agreement of a sale price of \$1,287,000 representing a unit value of \$550/m<sup>2</sup>. for the 2,340m<sup>2</sup> subject land. This was based on the valuation at the time. There has been a substantial increase in industrial land values in the last 18 months driven by e-commerce/retailing and the need for increased warehouse distribution. This has been reflected in the current market valuation of \$1,750,000 representing a unit value of \$750/m<sup>2</sup> for the 2,340m<sup>2</sup>. Subject land

#### 4.4 Legal / Risk Implications

Should Council wish to proceed with the sale of the subject land, it will be bound by statutory procedures under the Subdivision Act to remove the reserve status and subdivide the land.

Statutory procedures under Section 114 of the Local Government Act 2020 requiring Council to obtain a market valuation of the subject land. This has been done at \$1,750,000 and to give public notice and consider submissions in accordance with Council's Community Engagement Policy.

While a community engagement process has been done as noted in the report, a new process would be required if Council proposed to sell the land. That would be undertaken after a further report to Council on the outcomes of the negotiations with Mitchell Laminates and Council subsequently resolving to sell part of the reserve.

Public notice would not be given until there was agreement between the parties on the principle terms and conditions in the contract of sale. Those conditions would include Mitchell Laminates receiving planning permission for development of the site and Council receiving permission to remove the reservation on title.

### Appendices

Appendix 1 - 2022-04-05 - CLG Report - Appendix 1 - Kingston Residents Association Submission (Ref 22/78914) [↓](#)

Appendix 2 - 2022-04-05 - CLG Report - Appendix 2 - BIOSIS Report (Ref 22/78918) [↓](#)

Appendix 3 - 2022-04-05 - CLG Report - Appendix 3 - Balance of Reserve Landscape Plan (Ref 22/78923) [↓](#)

Author/s: Peter Gillieron, Acting Manager Property Services  
Reviewed and Approved By: Julian Harvey, Acting Manager Arts Events and Libraries  
Emily Boucher, Manager Open Space

# 12.1

## PROPOSED SALE OF COUNCIL RESERVE (PART) AT 40 REDWOOD DRIVE, DINGLEY VILLAGE

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2	2022-04-05 - CLG Report - Appendix 2 - BIOSIS Report.....	309
3	2022-04-05 - CLG Report - Appendix 3 - Balance of Reserve Landscape Plan .....	323



## **Kingston Residents Association Inc**

### **Submission to Kingston Council re proposed sale of land in Redwood Gardens**

Our association opposes the proposed sale of parkland in Redwood Gardens for the following reasons:

1. We consider that workers in the Redwood Gardens Industrial Estate are entitled to some passive recreational open space just as residents in residential areas are.
2. Redwood Gardens was designed and named to create a pleasant, garden ambience and we feel it is important that this is preserved for the welfare and enjoyment of workers on the estate.
3. Selling off the parkland would damage the environment of Redwood Gardens by removing ?? red gum trees. As officers were unable to find records relating to the development of Redwood Gardens, the provenance of the red gum forest on the site could not be established at the time Council officers recommended the sale in an officer report in August 2020, but the ecological report attached to the report indicated that they could either have naturally recruited from seed or they could have been planted at the time the industrial estate was developed. As the estate was named after the red gums that are indigenous to the site, it is likely that if they were planted it was with the purpose of restoring the original red gums. The site also has native wallaby grass, which suggests that red gum seed may also have survived the development.
4. Council either has or is planning to adopt an urban forest strategy and should not be removing existing urban forests such as this one.
5. When the request by the adjacent factory-owner to purchase the land was first put to Council ?? years ago, it was approved on condition that picnic tables and other amenities were provided on the remainder of the parkland. The offer by Council to sell the land was not taken up, and nothing was done to improve the amenity of the park to encourage workers to have their lunch there or perhaps to engage in outdoor exercise or just to enjoy the fresh air. This leads us to wonder whether the factory-owner's expressed need for the extra was sincere or whether they were simply trying to increase the re-sale value of the land should that have become relevant.
6. At the time the sale was approved, Council was more mindful of the wishes of the adjacent manufacturer than of the needs of the workers and visitors for public open space and parkland. In the intervening years Council has become more aware of the value of parkland, a lesson that has been driven home by the Covid-19 crisis.
7. In August 2020, Council resolved to defer this matter for some of the reasons above, at least until a number of steps had been taken. Please can you let us know whether those steps



have been taken? Or at least include this information in the officer report should Councillors wish to allow it to proceed to another officer report?

8. We appreciate that one of those steps was community consultation and are glad to be able to add these comments. Please can you also let us know – or include in a council report – how widely you have circulated the notice and whether you have made sure that all staff working in the Redwood Gardens Estate have been notified of the proposed sale.
9. We note that the ecological report recommended that there would not be any room for replacement plantings or for improved amenities on what would be left of the park without adversely impacting the existing urban forest if the proposed sale went ahead. Yet the recommendation on Council's website is for another 29 trees to be planted and for improved amenities to be provided.
10. We submit that Council should not proceed with the sale but should retain the existing land and should undertake a masterplan for the site to include the provision of improved amenities and potentially – if there is room - some plantings of indigenous understorey plants and some replacement plantings from other areas where Council has had to remove trees but has been unable to comply with Council's three-for-one replacement policy.

Please see attached a copy of Council's August 2020 resolution and an extract from the 2020 ecological report that included recommendations that there would not be room for replacement plantings or improved amenities on the site without impacting the red gum woodland there.

Trevor Shewan.  
President, Kingston Residents Association  
Westley Street, Carrum  
0417 127 197

31 May 2021



## Redwood Drive Reserve, Dingley Village: Vegetation Management Plan

**17 March 2021**





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**Biosis project:** 33494

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## 1 Introduction

---

### 1.1 Project background

Kingston City Council commissioned Biosis to prepare a vegetation management plan for Redwood Drive Reserve, located at 30 Redwood Drive, Dingley Village.

The reserve area is that part of Council's reserve to be retained by Council after the proposed sale of the western part of the reserve (2340 m<sup>2</sup>) to the adjoining owner.

### 1.2 Requirements

Council requires:

- recommendations on how the reserve should be managed should Council wish to preserve and enhance the indigenous vegetation on the site
- evaluation of the impact on the indigenous River Red-gums and wallaby grass of providing picnic tables and other amenities on the part of the reserve proposed to be retained

The landscape plan depicts new trees, garden beds and a picnic table and benches (City of Kingston 2020).

### 1.3 Objectives

The objectives of this plan are to:

1. preserve and enhance the indigenous vegetation as far as practicable
2. accommodate the proposed landscape plan



## 2 Site description

The reserve vegetation is a mosaic of:

- sections with 30 trees (most native to Australia, Victoria or Kingston; one introduced)
- sections of mown grassland (some native to Kingston)

A map of ecological features is in Figure 1.

A map of ecological features in relation to the proposed landscape plan is in Figure 2.

Photos of the reserve are in Appendix 1.

### 2.1 Trees

Many of the trees are not indigenous to Kingston and are clearly planted (Table 1). However there are two stands of 13 River Red-gum *Eucalyptus camaldulensis* and two Swamp Paperbarks *Melaleuca ericifolia*.

**Table 1. Trees**

Species	Common name	Indigenous to Kingston	Number
<i>Callistemon citrinus</i>	Crimson Bottlebrush		1
<i>Corymbia ficifolia</i>	Flowering Gum		1
<i>Corymbia maculata</i>	Spotted Gum		3
<i>Eucalyptus camaldulensis</i>	River Red-gum	✓	13
<i>Eucalyptus leucoxylon</i>	Yellow Gum		2
<i>Eucalyptus ?macrandra</i>	? River Yate		1
<i>Eucalyptus nicholii</i>	Narrow-leaved Peppermint		1
<i>Melaleuca armillaris</i>	Giant Honey-myrtle		3
<i>Melaleuca ericifolia</i>	Swamp Paperbark	✓	2
<i>Melaleuca nesophila</i>	Showy Honey-myrtle		1
<i>Melaleuca styphelioides</i>	Prickly Paperbark		1
<i>Pinus radiata</i>	Radiata Pine		1
<b>Total</b>			<b>30</b>













## 2.2 River Red-gums

A total of 13 River Red-gums are on the site, up to approximately 20 metres in height and ranging in diameter (at breast height i.e. 1.3 metres – DBH) from 22 to 58 centimetres (Biosis 2020).

The Department of Environment, Land, Water and Planning models the original (pre-1750) ecological vegetation class (EVC) as Plains Grassy Woodland (DELWP 2021b), which is defined by River Red-gum *Eucalyptus camaldulensis* (DELWP 2021a). Large obviously natural red-gums occur further north within the industrial estate, consistent with the Council reserve having supported Plains Grassy Woodland.

Analysis of historical aerial photography sourced from Land Victoria indicates the red-gums were planted between 1991 and 2004. They appear to be planted and less than 30 years old. The same applies to the Swamp Paperbarks. The genetic provenance of the trees is not known (Biosis 2020).

Although the red-gums are planted and thus exempt from planning permit requirement to remove them, they are still 'native vegetation' in the Kingston planning scheme (Clause 73.01).

The canopy area of the red-gums is 448 (northern) + 76 (southern) = 524 m<sup>2</sup>.

## 2.3 Native grass lawns

Most of the grassland is composed of introduced species particularly Kikuyu *Cenchrus clandestinum* but there are two small patches of assumed original native wallaby-grass *Rytidosperma* sp. on relatively harsh dry sites. The species of wallaby-grass cannot be identified without flowers (it is regularly mown).

The patches are native grass lawns, named here grassland 1 (northern) and grassland 2 (southern). Their boundaries are likely to vary over time with rabbit grazing and mowing reducing the size of the grass tussocks in relation to the unpalatable associated weeds particularly Buck's-horn Plantain *Plantago coronopus*. When inspected on 14.3.21 they were severely overgrazed and overmown reducing them to their minimum extent.

The total area of native grass lawns on 14.3.21 was 24 (northern) + 19 (southern) = 43 m<sup>2</sup>.

## 2.4 Conservation value

River Red-gum and Swamp Paperbark are 'secure' in the City of Kingston (City of Kingston 2018). The unidentified wallaby-grass is also likely to be a widespread 'secure' species.

Since the genetic provenance of the trees is not known they are not necessarily local provenance so they currently have low flora conservation value. They contribute to landscape amenity more than conservation.

Annual coloniser Common Cotula *Cotula australis* is scattered under trees in the south of the site. Whether or not this species is indigenous is uncertain (VicFlora 2021).

The presumed natural wallaby-grass lawns are the most significant element of the site. They are remnants of Plains Grassy Woodland, an ecological vegetation class (EVC) which is 'endangered' in the City of Kingston (City of Kingston 2018) and in the Gippsland Plain bioregion (DELWP 2021a).



### 3 Management guidelines

The following management directions are intended to maintain reproductive populations of the existing indigenous flora and fauna while providing public access as a local park.

#### 3.1 Tree replacement

Council has a policy of planting three trees for each tree removed on Council land. If the approximately eight trees on the part of Council's reserve proposed for sale were replaced by 24 trees on the remainder there would be little or no open space between trees. Trees would effectively crowd and shade the site. The proposed infrastructure (path and picnic table) should avoid heavy tree cover for public liability reasons.

The River Red-gums are young but some will grow to become large trees. Some self-thinning of the trees will occur as smaller trees lose to competition. The surviving trees will eventually occupy a larger area of the reserve as their crowns grow and expand, providing even less space for other trees.

The two small stands of native grassland (apparently the only plant populations surviving from the original vegetation) would likely be lost to weed competition under shade cast by trees, as they require full sun.

<b>1 Review suitability of site for planting replacement trees.</b>
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#### 3.2 Proposed planting

Yellow Bloodwood *Corymbia eximia* 'Nana' grows to 6–8 x 4–6 m. Nine are proposed for the nature strip (road reserve). This is a non-indigenous species that would hide or screen the River Red-gums in the reserve. River Red-gum is a signature tree in the Redwood industrial estate providing a local landscape theme.

A proposed Yellow Box and two Dwarf Lemon Scented Gums are shown partly over wallaby-grass lawn 1. These could effectively eliminate the grassland through shade effects.

A proposed Silver-leaf Stringybark is shown partly over wallaby-grass lawn 2. This could effectively eliminate the grassland through shade effects.

- |   |
|---|
| <b>2 Avoid planting Yellow Bloodwood on the road reserve.</b>   |
| <b>3 Avoid planting trees near wallaby-grass lawn 1 if it is to be retained.</b>  |
| <b>4 Avoid planting trees near wallaby-grass lawn 2.</b>  |
| <b>5 All plantings of Yellow Box, Silver-leaf Stringybark and Lightwood <i>Acacia implexa</i> are to be of local provenance only.</b> |



### 3.3 Infrastructure

A path and picnic area are proposed. The path potentially impacts on the native vegetation in two ways:

#### **Native grass lawns**

Native grass lawn 1 (northern) would be effectively lost (Figure 2). The proposed path runs through the middle of the grassland. The planting of Yellow Box and Dwarf Lemon Scented Gum would eventually shade any surviving fragments and eliminate them.

A planning permit application including an assessment under the *Guidelines for the removal, destruction or lopping of native vegetation* (Clause 52.17, DELWP 2017) would be required.

#### **River Red-gums**

Some River Red-gum canopies are directly over the proposed path (Figure 1). For public liability reasons, this should not happen. Pruning of the trees is required. As the trees are planted a planning permit is not required due to the planted vegetation exemption in Clause 52.17.

- 6 Review the location of the path, or if the path is not relocated undertake an assessment under the *Guidelines for the removal, destruction or lopping of native vegetation* (DELWP 2017) and obtain a planning permit under Clause 52.17.**
- 7 Undertake formative pruning of the River Red-gums to guide their limb development in order to prevent them from growing over the path.**

### 3.4 Mowing

Mowing (biomass control) will continue to be required.

- 8 Maintain regular mowing, except for *Significant species management* below.**

### 3.5 Weed management

Noxious weeds are not present. Weeds will be maintained by the regular mowing regime.

- 9 No particular weed control is required.**

### 3.6 Significant species management

The wallaby-grass lawns, if they are to be retained, require microsite management to maintain existing populations and facilitate recruitment to the populations (Table 2).

**Table 2. Significant species – actions**

Species	Actions
Wallaby-grass <i>Rytidosperma</i> sp.	<ul style="list-style-type: none"> <li>• Construct a low-key barrier to mowing around each lawn</li> <li>• Do not mow between September and January inclusive</li> <li>• Mow with line trimmer at other times of year</li> </ul>

- 10 Undertake wallaby-grass lawn management as specified in Table 2.**



## References

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Biosis 2020. Redwood Drive reserve Dingley Village vegetation. Letter to City of Kingston, Biosis Pty Ltd, 28 July 2020.

City of Kingston 2018. Kingston Biodiversity Strategy technical report. City of Kingston.  
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City of Kingston 2020. Landscape Plan: Redwood Drive Reserve, 40 Redwood Dr, Dingley Village.  
Date 07.07.2020.

DELWP 2021a. Biodiversity: bioregions and EVC benchmarks.  
Department of Environment, Land, Water and Planning, Victoria.  
[www.environment.vic.gov.au/biodiversity/bioregions-and-evc-benchmarks](http://www.environment.vic.gov.au/biodiversity/bioregions-and-evc-benchmarks)

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[maps.biodiversity.vic.gov.au/viewer/?viewer=NatureKit](https://maps.biodiversity.vic.gov.au/viewer/?viewer=NatureKit)

VicFlora 2021. Flora of Victoria. Royal Botanic Gardens Victoria.  
[vicflora.rbg.vic.gov.au/flora/taxon/9599de77-154f-42ee-926b-3f5489e782f4](http://vicflora.rbg.vic.gov.au/flora/taxon/9599de77-154f-42ee-926b-3f5489e782f4)



## Appendix 1. Photos

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**Photo 1. River Red-gums**



**Photo 2. River Red-gums**



**Photo 3. Wallaby-grass lawn 1 (northern)**



**Photo 4. Wallaby-grass lawn 1 (northern), wallaby-grass tussocks indicated**





**Photo 5. Wallaby-grass lawn 2 (southern)**

EXISTING TREES







	BOTANICAL NAME	COMMON NAME	ACTION
TREE 01	Corymbia maculata	Spotted Gum	Remove
TREE 02	Malealeuca stypheloides	Pickly-leaved Paperbark	Remove
TREE 03	Malealeuca stypheloides	Pickly-leaved Paperbark	Remove
TREE 04	Malealeuca stypheloides	Pickly-leaved Paperbark	Remove
TREE 05	Malealeuca stypheloides	Pickly-leaved Paperbark	Remove
TREE 06	Malealeuca stypheloides	Pickly-leaved Paperbark	Remove
TREE 07	Malealeuca stypheloides	Pickly-leaved Paperbark	Remove
TREE 08	Malealeuca stypheloides	Pickly-leaved Paperbark	Remove
TREE 09	Malealeuca stypheloides	Pickly-leaved Paperbark	Remove
TREE 10	Corymbia maculata	Spotted Gum	Remove
TREE 17	Eucalyptus camaldulensis	River Red-gum	Retain
TREE 22	Eucalyptus camaldulensis	River Red-gum	Retain
TREE 24	Eucalyptus camaldulensis	River Red-gum	Retain
TREE 28	Eucalyptus camaldulensis	River Red-gum	Retain
TREE 36	Eucalyptus camaldulensis	River Red-gum	Retain
TREE 42	Eucalyptus camaldulensis	River Red-gum	Retain
TREE 45	Eucalyptus camaldulensis	River Red-gum	Retain
TREE 49	Eucalyptus camaldulensis	River Red-gum	Retain
TREE 50	Eucalyptus camaldulensis	River Red-gum	Retain
TREE 51	Eucalyptus camaldulensis	River Red-gum	Retain
TREE 53	Eucalyptus camaldulensis	River Red-gum	Retain
TREE 58	Eucalyptus camaldulensis	River Red-gum	Retain

REFER TO CLG REPORT, PREPARED BY ECOLOGY & HERITAGE PARTNERS  
DATED 18 MAY 2020

PROPOSED PLANT LIST

ID	BOTANICAL NAME	COMMON NAME	POT SIZE / HGT	QTY
TREES - EVERGREEN				
1/CcSaP	Corymbia clivicolor 'Spartan' sp. Red	Dwarf Lemon Scented Gum	40cm	4
1/EucYB	Eucalyptus ophelocarpa	Silver-leaved Stringybark	40cm	3
4/ActHW	Acacia implexa	Hickory Wattle	50cm	4
1/EumYB	Eucalyptus melliodora	Yellow Box	40cm	3

LANDSCAPE KEY

-  EXISTING TREES  
REMOVED
-  EXISTING TREES  
RETAINED
-  PROPOSED TREES
-  PROPOSED PICNIC TABLE & BENCHES  
ON CONCRETE SLAB
-  PROPOSED  
GRANITIC GRAVEL PATH
-  PROPOSED ADDITIONAL PLANTING OF  
Wallaby-grass Rytidosperma sp.
-  PROPOSED GARDEN BEDS WITH  
NATIVE/INDIGENOUS PLANTING
-  EXISTING  
CONCRETE FOOTPATHS
-  EXISTING  
GRASS AREAS
-  EXISTING SIGNIFICANT MANAGEMENT ZONE  
Wallaby-grass Rytidosperma sp.  
AS NOTED IN V.M.P. (BIOSIS)
-  EXISTING RIVER RED GUM CANOPY  
AS NOTED IN V.M.P. (BIOSIS)
-  PROPOSED STEEL EDGING TO DEFINE  
SIGNIFICANT MANAGEMENT AREA

MANAGEMENT GUIDELINES

- TREE REPLACEMENT**  
1. Review suitability of site for planting replacement trees.  
To achieve Council's 3:1 tree replacement requirements, an additional 16 trees will need to be planted in the local area.
- NEW PLANTINGS**  
5. All plantings of Yellow Box, Silver-leaved Stringybark and Lightwood Acacia implexa are to be of local provenance only.
- RIVER REDGUMS**  
7. Undertake formative pruning of the River Red-gums to guide their limb development in order to prevent them from growing over the path.
- MOWING**  
8. Maintain regular mowing, except for Significant species management below.
- SIGNIFICANT SPECIES MANAGEMENT ZONE**  
10. Undertake wallaby-grass lawn management  
Species: Wallaby-grass Rytidosperma sp.  
Actions:  
• Construct a low-key barrier to mowing around each lawn  
• Do not mow between September and January inclusive  
• Mow with line trimmer at other times of year
- FOR FULL DETAILS, REFER TO V.M.P. (VEGETATION MANAGEMENT PLAN) PREPARED BY BIOSIS (NOV 2021)

LANDSCAPE PLAN  
1:200 @ A1



DATE	2022-04-05
BY	CLG
FOR	CLG
PROJECT	40 REDWOOD DRIVE, DINGLEY VILLAGE VEG LANDSCAPE PLAN
PROJECT NO.	12.1
PROJECT LOCATION	40 REDWOOD DRIVE, DINGLEY VILLAGE
PROJECT DESCRIPTION	LANDSCAPE PLAN
PROJECT STATUS	FOR CONSTRUCTION
PROJECT CONTACT	CLG
PROJECT PHONE	03 9584 1111
PROJECT EMAIL	clg@kingston.vic.gov.au
PROJECT WEBSITE	www.kingston.vic.gov.au



PROJECT	40 REDWOOD DRIVE, DINGLEY VILLAGE VEG LANDSCAPE PLAN
PROJECT NO.	12.1
PROJECT LOCATION	40 REDWOOD DRIVE, DINGLEY VILLAGE
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PROJECT WEBSITE	www.kingston.vic.gov.au



26 April 2022

Agenda Item No: 12.2

### PROPOSED DISCONTINUANCE AND SALE OF ROAD - SIDE OF 2 EMMA STREET, CARRUM

Contact Officer: Michelle Hawker, Senior Administration Officer

#### Purpose of Report

The purpose of this report is to seek authorisation to discontinue the road and sell the discontinued road to the owner of the adjoining property at side of 2 Emma Street, Carrum.

#### 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, having considered that there were no submissions lodged in response to the public notice published on the 1 November 2021 in accordance with Section 114 of the Local Government Act 2020, under clause 3 of Schedule 10 of the Local Government Act 1989 (Vic), and Council's Community Engagement Policy of Council's intention to discontinue and sell Lot 1 TP965740L subject land) to the adjoining owner of 2 Emma Street, Carrum:

1. Authorise the Chief Executive Officer or delegate to proceed to discontinue the road and sell the subject land for \$21,725.00 inclusive of GST plus costs associated with the sale in accordance with Council's 2017 *"Discontinuance and Sale of Roads, Rights of Way and Drainage Reserve Policy"*, and
2. Authorise the Chief Executive Officer or delegate to undertake the procedures to give effect to the recommendation(s).

#### 1. Executive Summary

Council received a request from the owners of 2 Emma Street, Carrum to purchase the section of road. The section of land is known as Lot 1 TP965740L (subject land) and shown on the plan below.

The subject land will be encumbered by an easement in favour of South East Water.



Community Engagement Policy

To meet the Guidelines in Council's Policy, the public notice of Council's intention to sell the subject land was published on 1 November 2021. Submissions closed on 28 November 2021:

- Published in the Herald Sun
- Placed on Council's website
- Posted, by registered mail to
  - 30-32 Walkers Road Carrum
  - 6 Chittenden Lane Carrum
  - 4 Chittenden Lane Carrum
  - 2 Chittenden Lane Carrum
  - 1 Whatley St Carrumbeing the five properties that abut the subject land.

No submissions were received that required Council's consideration.

**3.3 Operation and Strategic Issues**

**3.3.1 Council's Discontinuance and Sale of Roads, Rights of Way, and Drainage Reserves (2017)**

The Policy allows for a 50% discount to the current land valuation as a once-only incentive. After applying the discount to the valuation, the sale price will be reduced to \$21,725.00 GST inclusive. The Policy also makes provisions for the recovery of all costs associated with the sale of the land which will be recovered from the purchaser as part of the sale.

**3.4 Options**

**3.4.1 Discontinue and sell the road**

The first option, that is recommended, is to authorise, the Chief Executive Officer or delegate to proceed to discontinue the road and sell the subject land for \$21,725.00 plus costs associated with the sale in accordance with Council's 2017 "*Discontinuance and Sale of Roads, Rights of Way and Drainage Reserve Policy*").

**3.4.2 Not commence process to sell the subject land**

The second option, that is not recommended, is not to proceed with the discontinuance of the road and sale of the subject land. No reasons, not to proceed, have arisen out of the internal and external consultations.

**4. Conclusion**

**4.1 Environmental Implications**

Nil

**4.2 Social Implications**

Nil

#### 4.3 Resource Implications

All costs associated with the sale will be borne by the purchaser.

Price Valued \$39,500.00  
Discount 50% (Once only offer) \$19,750.00  
GST \$1,975.00  
Total \$ **21,725.00**

#### 4.4 Legal / Risk Implications

Council is required to comply with Section 114 of the *Local Government Act 2020* and clause 3 of Schedule 10 of the *Local Government Act 1989*. The Section requires Council to give at least four (4) weeks public notice of its intention to sell land and undertake a community engagement process in accordance with Council's Community Engagement Policy. For the purpose of the Policy, the public notice provided any person with an opportunity to make a submission in response to the public notice and an opportunity to speak to the submission. This was completed. No submissions received.

The Section also requires a valuation of the subject land that is not more than six (6) months old. This has been completed and referred to under "Operations & Strategic Issues." This has been attached as Appendix 1.

### Appendices

Appendix 1 - Valuation proposed discontinuance and sale - 2 Emma Street, Carrum  
(Ref 22/48272) [↓](#)

Author/s: Michelle Hawker, Senior Administration Officer  
Reviewed and Approved By: Peter Gillieron, Acting Manager Property Services  
Peter Bean, Chief Executive Officer

# 12.2

## PROPOSED DISCONTINUANCE AND SALE OF ROAD - SIDE OF 2 EMMA STREET, CARRUM

1	Valuation proposed discontinuance and sale - 2 Emma Street, Carrum.....	331
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## Valuation Report for the City of Kingston

Property Address: Road Discontinuance – 2 Emma Street, Carrum 3197



Our Ref:	22-0102	Your Ref:	Not supplied.
Applicant:	Ms Michelle Hawker, City of Kingston	Melway Ref:	97 E8
Instructions:	The purpose of this valuation and report is to provide advice on the market value of a section of road that is to be discontinued and sold to the owner of 2 Emma Street, Carrum for incorporation within their Title.		
	The subject land has an area of 46.5 sq.m. approximately.		

### **LOCATION AND LAND DESCRIPTION:**

**Location:** The subject property is situated in the south-eastern bayside suburb of Carrum, approximately 34 radial kilometres south-east of central Melbourne. The surrounding area comprises a mixture of housing styles and ages situated upon similar sized allotments of residential land. Services and facilities complementing the residential occupation of the land can be found in close proximity to the subject site including numerous schools, public transport facilities including the Carrum and Bonbeach Railway Stations, private golf courses and local shops.



Emma Street is a fully constructed bitumen sealed roadway incorporating concrete kerbs, gutters, crossovers and footpaths.

Title Details:	Part of Road R1 on Plan of Subdivision TP965740L, Volume 11304, Folio 863.
Registered Owner:	Assumed to be the City of Kingston.
Encumbrances:	The subject land is encumbered by an easement in favour of South East Water Corporation.
Land Area:	46.5 sq.m. approx.
Services:	We have assumed for the purposes of this valuation that all usual services would be available for connection to the property.
Zoning:	The subject land is zoned "General Residential Zone - Schedule 3" under the provisions of the Kingston Planning Scheme. There are no planning overlays on the property.
Contour:	The subject land appears basically level, adequately drained and there is no evidence of landfill.

#### **GENERAL REMARKS AND BASIS OF VALUATION**

The subject property comprises a section of roadway that is to be discontinued and sold to the adjoining owner at 2 Emma Street, Carrum. The land appears is encumbered by an easement and has an area of 46.5 sq.m. approximately.

We have considered the likely added value the additional land would provide to the adjoining property once consolidated on Title. To establish this value, we have had regard to the value of the property in the 'before' situation, and the 'after' situation including the benefit or increase in value caused by the acquisition of the additional land.

There are a number of issues regarding the subject land which impact substantially on its value including:

- The land is incapable of being developed in its own right given the small land area.
- The land is only marketable to the adjoining owners.
- The shape of the site is long and narrow.
- The land has no main road frontage and is accessed via Chittenden Lane.

In determining the value of the subject land, we have analysed a number of vacant land sales and improved property sales with older dwellings adding little, if any, value in the Carrum area, suggesting land is worth between \$1,700 - \$1,900 per square metre for regular shaped, level sites which have street frontage and are capable of development in their own right, which the subject is clearly not. The variation in the rate per square metre depends upon the size of the allotment, location, zoning and aspect. We have adopted a rate of \$1,700 p.s.m. for the subject land.

We have also examined a number of sales throughout Melbourne of land which cannot be developed in their own right and have been sold to an adjoining owner at a considerable discount below the generally accepted market value for land. Our research shows that this type of land generally sells for 50-55% of market value. We have adopted the lower end of the range, being 50% of the land value having regard to the salient features of the property.

The sale discounts reflect a limited alternative market for each site. Only one or two buyers existed for each site (the adjoining owners) and as a consequence a substantial discount to the surrounding land value was appropriate. We consider that factors in this valuation are similar and accordingly we believe that a discount is required to be made.

Having regard to the amenity of the area, being wholly residential in nature and well established in all respects, we have no reason to suspect that the subject land is adversely affected by any environmental issues.

**VALUATION AND ADVICE**

I, **Rodney Patel** of **Patel Dore Valuers Pty Ltd** Certify that the subject land was inspected on the 21<sup>st</sup> day of February 2022 and assess the market value of the subject land as at 21<sup>st</sup> day of February 2022 at:

**Thirty-Nine Thousand Five Hundred Dollars (\$39,500)**

**Patel Dore Valuers Pty Ltd**

A handwritten signature in black ink, appearing to be "Rodney Patel", written over a horizontal line.

Rodney Patel AAPI  
Certified Practising Valuer

This valuation is current as at the date of valuation only. The value assessed herein may change significantly and unexpectedly over a relatively short period (including as a result of general market movements or factors specific to the particular property). We do not accept liability for losses arising from such subsequent changes in value. Without limiting the generality of the above comment, we do not assume any responsibility or accept any liability where this valuation is relied upon after the expiration of 3 months from the date of the valuation, or such earlier date if you became aware of factors that have any effect on the valuation.

The valuation is for the use only of the party to which it is addressed. No responsibility is accepted or undertaken to any third parties in relation to this valuation and report. The valuer's inspection and report does not constitute a structural survey.

Liability limited by a scheme approved under Professional Standards Legislation.



26 April 2022

Agenda Item No: 12.3

### REMOVAL OF DRAINAGE RESERVE REAR SHERWOOD AND CATHERINE AVENUE, CHELSEA

Contact Officer: Michelle Hawker, Senior Administration Officer

#### Purpose of Report

The purpose of this report is to seek authorisation to remove the drainage reserve status of land known as Res1 on LP8882 (reserve) Volume 11251 Folio 359 and lot 1 TP867914A Volume 3396 Folio 013 located at the rear of 59-69 Sherwood Avenue and 76 – 82 Catherine Avenue, and side of 17 Beardsworth Avenue Chelsea, then to create new lots and to sell those newly created lots to adjoining owners who may wish to purchase. Any remaining lots will remain with Council. Council gave public notice of its intention to sell land on Tuesday 12 October 2021.

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

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

#### OFFICER RECOMMENDATION

That Council, having considered the responses received in response to the public notice published on 12 October 2021, in accordance with section 114 of the *Local Government Act 2020 (Act)*:

1. Authorise the Chief Executive Officer or his delegate to apply for a planning permit; and
2. Authorise the Chief Executive Officer or nominated delegate to carry out the necessary administration procedures to allow to proceed with any sales and that Council would apply to take title of any unsold parcels.

#### 1. Executive Summary

Council has received a request from the owners at 59 Sherwood Ave, Chelsea to purchase a section of the Drainage Reserve which is enclosed within their title boundary.

The Drainage Reserve status still remains and to sell the parcels Council must remove the drainage reserve status via a planning permit and create new lots. There are 2 parcels: Reserve 1 LP8882 Volume 11251 Folio 359 and, Lot 1 TP867914A Volume 3396 Folio 013, both parcels in the name of the original subdivider. Easements will be in favour of South East Water.



## 2. Background

To gauge interest from all the properties owners that occupy the Drainage Reserve, officers advertised on Tuesday 12 October 2021 with a notice of intention to sell land in accordance with its 2017 Discontinuance and Sale of Roads, Rights of Way and Drainage Reserves Policy. Submissions closed on 12 November 2021. Council received 9 responses; 8 interested and 4 nonresponsive and 1 not in a financial position. None of the responders requested to be heard.

The Reserve is occupied by a number of adjoining properties (see above map), and it appears that these occupancies have been in place for a number of years. Therefore, given the Reserve is not registered in the name of the Council, the owners, may potentially have a claim for adverse possession. Advice from Council's Rates Office is however, that where parts of the reserve have been enclosed by the adjoining owners, the extra land has not been valued or rated to the adjoining properties.

Over the years Council has attempted to survey owners about the feasibility of removing the reserve status and selling the land. Previous responses were very mixed with some owners very much against any proposal to remove the drainage reserve status and sell the Reserve. Over time the responses are more supportive for the proposal.

The remaining laneway either side of the bolded red parcel on the plan above will stay open as this is used for access.

## 3. Discussion

### 3.1 Council Plan Alignment

Goal Liveable - Our city will be a vibrant, enjoyable, and easy place to live.  
Direction invest in high-quality community assets

The proposed removal of the reservation and subsequent sale(s) of the land will support an orderly transition of the land in accordance with Council's 2017 "*Discontinuance and Sale of Roads, Rights of Way and Drainage Reserves Policy*".

### **3.2 Consultation/Internal Review**

#### External Stakeholders

- Officers have referred the proposal to South East Water (SEW). SEW has responded that they have no objection to the removal over the reservation subject to the condition that its existing 22mm diameter sewer main within the Reserve is protected by an easement.

#### Internal Stakeholders

Council's Infrastructure Department has no objection to the removal of the Reserve status and the subsequent sale(s) of this land.

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

#### 3.3.1 Statutory & Policy Processes

If the recommendations of this report are adopted, Council will have to comply with section 24A of the Subdivision Act 1988 to remove the drainage reserve, and with section 114 of the Local Government Act 2020/Council's Community Engagement Policy to sell the land.

Council's Discontinuance and Sale of Roads Rights of Way and Drainage Reserve Policy allows for a 50% discount for land as a once only incentive, prospective purchasers who have had clear occupation of the land enclosed within their title boundaries for over 15 years are eligible for a further reduction of 20% of the Market Value.

### **3.4 Options**

#### 3.4.1 Remove the reservation and sell the land(s).

This option, which is recommended, is consistent with Council's Policy. It will provide an orderly transfer of the Reserve to the adjoining owners.

#### 3.4.2 Not to remove the reservation nor sell the land

This option, is not recommended, as it will leave the reserve with unresolved land tenure issues that Council has the authority to resolve.

## **4. Conclusion**

### **4.1 Environmental Implications**

Nil

### **4.2 Social Implications**

Nil

### **4.3 Resource Implications**

All costs associated with the sale will be borne by the purchasers.

### **4.4 Legal / Risk Implications**

The sequence of the required statutory processes to give effect to the recommendations will be:

- The removal of the reserve requires a planning permit under section 24A of the Subdivision Act 1988.

**City of Kingston  
Council Meeting**

**Agenda**

**26 April 2022**

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- The sale of land(s) this will be in accordance with section 114 of the *Local Government Act 2020 (Act)* and in accordance with Council's Community Engagement Policy.

Author/s: Michelle Hawker, Senior Administration Officer  
Reviewed and Approved By: Peter Gillieron, Acting Manager Property Services  
Peter Bean, Chief Executive Officer

**13. Notices of Motion**

Agenda Item No: 13.1

### **NOTICE OF MOTION NO. 17/2022 - CR HOWE - LAUNCHING WAY**

That:

1. Council acknowledges that it was a part of a steering committee comprising itself, Melbourne Water, BIAV and Parks Victoria to create the 2017 Launching Way Precinct Plan.
2. It is accepted as an extrinsic fact that Council subsequently agreed to both lead and fund the repaving and line marking of Launching Way in the short-term.
3. Council agrees it is a fact that Parks Victoria and Melbourne Water have fulfilled a number of their actions in the plan.
4. It is accepted as a fact that the Victorian Recreational Fishing Peak Body asked on 11 November 2020 when Council would meet its commitment.
5. Council agrees it is a fact that the Boating Industry Association of Victoria also followed up enquiring about a joint site visit on 30 November 2020.
6. Council acknowledges it is factual the reconstruction of Launching Way was submitted as a priority project in February 2021 and is listed in budget documents with Councillor requests.
7. Council prepares costings to repave Launching Way and highlights the project in the road analysis expected to be received.
8. Council updates Councillors and writes to members of the steering committee with anticipated project delivery timelines.

Cr Cameron Howe

### **Appendices**

Appendix 1 - Guidance Note - Notice of Motion - Notice of Motion No. 17/2022 - Cr Howe - Launching Way (Ref 22/91096) [↓](#)

# 13.1

## NOTICE OF MOTION NO. 17/2022 - CR HOWE - LAUNCHING WAY

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## NOM No. 17/2022 – Cr Howe – Launching Way

### Guidance Note

Council Meeting 26 April 2022



### Notice of Motion

Cr. Howe has submitted the following Notice of Motion to the 26 April 2022 Council Meeting as follows:

*That:*

1. Council acknowledges that it was a part of a steering committee comprising itself, Melbourne Water, BIAV and Parks Victoria to create the 2017 Launching Way Precinct Plan.
2. It is accepted as an extrinsic fact that Council subsequently agreed to both lead and fund the repaving and line marking of Launching Way in the short-term.
3. Council agrees it is a fact that Parks Victoria and Melbourne Water have fulfilled a number of their actions in the plan.
4. It is accepted as a fact that the Victorian Recreational Fishing Peak Body asked on 11 November 2020 when Council would meet its commitment.
5. Council agrees it is a fact that the Boating Industry Association of Victoria also followed up enquiring about a joint site visit on 30 November 2020.
6. Council acknowledges it is factual the reconstruction of Launching Way was submitted as a priority project in February 2021 and is listed in budget documents with Councillor requests.
7. Council prepares costings to repave Launching Way and highlights the project in the road analysis expected to be received.
8. Council updates Councillors and writes to members of the steering committee with anticipated project delivery timelines.

### Officer Response

Launching Way Precinct Master Plan was developed in 2016 and finalised in 2017. The Master Plan has been published by the Boating Industry Association of Victoria (BIAV) with grant funding from the Victorian Government Boating Safety and Facilities Program. It has been supported by Parks Victoria, Kingston City Council and Melbourne Water as land managers for the precinct and members of the Steering Committee.

Kingston's Manager of Infrastructure at the time represented Council on the Steering Committee, however the Precinct Master Plan was never formally endorsed by Council.

There are a few items identified in the Master Plan associated with this Notice of Motion for action by Kingston Council. Council officers met with a representative of the Steering

Trim:



Committee on 11 December 2020 and again on 13 July 2021 to discuss progress with the implementation of actions.

*Item 3.1: Formalise a new wheelchair compliant path for pedestrian, canoe and cyclist access along Launching Way. The path to crest the levee bank near the access path to the Coast Guard Jetty and to connect all the way to McLeod Road.*

A lower-cost solution, which in part makes use of the CFA training hardstand area to the east of Launching Way, was discussed with stakeholders and supported for implementation. The construction of a path linking to either side of the CFA track was recently completed. This path construction improves safety for pedestrians traversing the length of Launching Way and links to the ramp previously built by Parks Victoria to access the top of the levee bank.

*Item 3.3 Repave and line mark and kerb (as necessary) or repair spoon drains over the entire length of the Launching Way roadway to ensure that it is readily identifiable as a roadway to discourage jaywalking and improve vehicle flow.*

The road condition has been assessed as reasonable and repaving is not required at this point in time. Minor repairs to the road and spoon drain were undertaken in 2021 and the road was line marked in line with item 3.3.

Samantha Krull  
General Manager City Assets & Environment

Trim:

26 April 2022

Agenda Item No: 13.2

### **NOTICE OF MOTION NO. 18/2022 - CR HOWE - BERKELEY LIVING RETIREMENT VILLAGE**

Considering:

1. Berkeley Living Retirement Village on Patterson River was in 2017 shutdown by authorities, leading to ongoing requests to demolish the condemned building, while the state government are considering forced sale via Consumer Affairs Victoria.
2. It is understood there are no provisions in the ACLFT Act, the Retirement Villages Act 1986 or the Building Act 1986 that gives Consumer Affairs Victoria the power to demolish buildings or seek a Supreme Court order to do so.
3. Should the forced sale proceed it would be reasonable to assume demolition would not immediately follow, nor would it without the potential replacement development being approved or financed.
4. Points 1-3 should be read to mean the outcome of demolition would not arise for some years, following a Consumer Affairs Victoria decision after the 2017 closure, therefore the aforementioned resident expectations would remain unmet.

That Council:

1. Within fourteen (14) days writes to the Minister for Consumer Affairs, Gaming and Liquor Regulation, Shadow Minister and Member for Carrum, stating supporting reasons for their intervention and support to demolish Berkeley Living Retirement Village. This letter should request that the Minister explore:
  - a. Using the State Government's powers of Public Acquisition through a Planning Scheme Amendment to acquire the land for Open Space funded through the State Governments Suburban Parks Program; or
  - b. Promptly instruct the Director of Consumer Affairs Victoria to instigate proceedings to progress the forced sale of the land to facilitate its redevelopment.
2. Within forty-five (45) days a media release is produced that outlines actions Council has taken and costs it has incurred in seeking to 'secure' the former Berkeley Living Retirement Village. This release must outline its requests to the Victorian State Government as outlined under point one (1) of this motion and any responses it has received.

Cr Cameron Howe

### **Appendices**

Appendix 1 - Guidance Note - Notice of Motion No. 18/2022 - Cr Howe - Berkeley Living Retirement Village - Council Meeting 26 April 2022 (Ref 22/91028) [↓](#)

## **13.2**

### **NOTICE OF MOTION NO. 18/2022 - CR HOWE - BEREKLEY LIVING RETIREMENT VILLAGE**

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## NOM 18/2022 – Berkeley Living Retirement Village

### Guidance Note

### Council Meeting 26 April 2022



## Notice of Motion

Cr. Howe has submitted the following Notice of Motion to the 26 April 2002 Council Meeting:

### ***Berkeley Living Retirement Village***

#### ***Preamble:***

#### ***Considering:***

1. *Berkeley Living Retirement Village on Patterson River was in 2017 shutdown by authorities, leading to ongoing requests to demolish the condemned building, while the state government are considering forced sale via Consumer Affairs Victoria.*
2. *It is understood there are no provisions in the ACLFT Act, the Retirement Villages Act 1986 or the Building Act 1986 that gives Consumer Affairs Victoria the power to demolish buildings or seek a Supreme Court order to do so.*
3. *Should the forced sale proceed it would be reasonable to assume demolition would not immediately follow, nor would it without the potential replacement development being approved or financed.*
4. *Points 1-3 should be read to mean the outcome of demolition would not arise for some years, following a Consumer Affairs Victoria decision after the 2017 closure, therefore the aforementioned resident expectations would remain unmet.*

#### ***That Council:***

1. *Within fourteen (14) days writes to the Minister for Consumer Affairs, Gaming and Liquor Regulation, Shadow Minister and Member for Carrum, stating supporting reasons for their intervention and support to demolish Berkeley Living Retirement Village. This letter should request that the Minister explore:*
  - a. Using the State Governments powers of Public Acquisition through a Planning Scheme Amendment to acquire the land for Open Space funded through the State Governments Suburban Parks Program; or*
  - b. Promptly instruct the Director of Consumer Affairs Victoria to instigate proceedings to progress the forced sale of the land to facilitate its redevelopment.*
2. *Within forty-five (45) days a media release is produced that outlines actions Council has taken and costs it has incurred in seeking to 'secure' the former Berkeley Living Retirement Village. This release must outline its requests to the Victorian State Government as outlined under point one (1) of this motion and any responses it has received.*

Trim 22/91028

**Officer Response**

Council has spent significant time over recent years seeking to ensure the site has remained secure and has boarded up windows / doors and covered access points to the building. These works have been supervised by Council's Municipal Building Surveyor and where required advice has also been sought on the building's integrity from a structural engineer.

The area containing the subject land has not been identified by the Council as part of its current Open Space Strategy as an area whereby a deficiency in open space exists.

The State Government would be required to formulate a strategic basis should it wish to establish via a Planning Scheme Amendment a Public Acquisition Overlay over the land for it to be purchased for Public Open Space. Recent funding provided to Council for open space has been through the State Government's Suburban Parks Program. It is considered unlikely that the State Government would see the acquisition of this site as a high priority for open space but a request could be made pending direction from the Council.

Officers understand that the Director of Consumer Affairs Victoria is currently exploring the mechanisms available to bring about a sale of the subject land. Following a recent discussion with a representative from Consumer Affairs Victoria it is understood that further advice should be available over the coming month or so, on whether the Director is going to act.

Trim 22/91028

**15. Confidential Items**

## 15 Confidential Items

This information is confidential information under section 3(1) of the *Local Government Act 2020* and therefore suitable for consideration in closed session. In accordance with the *Local Government Act 2020*, Council may resolve to consider these items in open or closed session.

### 15.1 Property Matter

Agenda item 15.1 *Property Matter* is designated confidential because it is:

- because it is information that was confidential information for the purposes of section 77 of the Local Government Act 1989 (section 3(1)(l)), and
- The explanation as to why the specified ground/s applies is that this involves commercial discussions that if released prior may jeopardise Council's decision..

### 15.2 VCAT Matter

Agenda item 15.2 *VCAT Matter* is designated confidential because it is:

- because it is legal privileged information, being information to which legal professional privilege or client legal privilege applies (section 3(1)(e)), and
- The explanation as to why the specified ground/s applies is the report contains legal information..

## RECOMMENDATION

That in accordance with section 66(1) and 66(2)(a) of the *Local Government Act 2020*, the meeting be closed to members of the public for the consideration of the following confidential items:

### 15.1 Property Matter

*This agenda item is confidential information for the purposes of section 3(1) of the Local Government Act 2020:*

- because it is information that was confidential information for the purposes of section 77 of the Local Government Act 1989 (section 3(1)(l)), and
- The explanation as to why the specified ground/s applies is that this involves commercial discussions that if released prior may jeopardise Council's decision..

### 15.2 VCAT Matter

*This agenda item is confidential information for the purposes of section 3(1) of the Local Government Act 2020:*

- because it is legal privileged information, being information to which legal professional privilege or client legal privilege applies (section 3(1)(e)), and
- The explanation as to why the specified ground/s applies is the report contains legal information..