

Agenda

Ordinary Council Meeting

Monday, 30th January 2023

Commencing at 7.00pm

Council Chamber
1230 Nepean Highway, Cheltenham

kingston.vic.gov.au

Peter Bean
Chief Executive Officer
Kingston City Council

ACKNOWLEDGEMENT 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, songlines, 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.

**City of Kingston
Ordinary Council Meeting**

Agenda

30 January 2023

Notice is given that a Meeting of Kingston City Council will be held at 7.00pm at Council Chamber, 1230 Nepean Highway, Cheltenham, on Monday, 30 January 2023.

1. Apologies

2. Confirmation of Minutes of Previous Meetings

Minutes of Ordinary Council Meeting 12 December 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

Clean Melbourne

5. Presentation of Awards

Nil

6. Reports from Delegates Appointed by Council to Various Organisations

7. Question Time

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 - Appendix 2 CON-22/061 - Tender Panel Evaluation Scores
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 - Appendix 3 CON-22/061 - External Probity Advisor Report
- 10.3 Award of Contract CON-22/101 Sherwood Avenue Flood Mitigation Bicentennial Park, Chelsea - Stage 1
 - Appendix 1 CON-22/101 Tender Evaluation Matrix - Sherwood Avenue Flood Mitigation Bicentennial Park, Chelsea - Stage 1
- 10.4 Award of Contract CON-21/103 - Elder Street South Reserve Development - Revised Contract Amount
 - Appendix 1 Elder Street South Reserve Project Budget (002)

Explanation of Meeting Procedure

Meeting Procedure is Regulated by the City of Kingston Governance Rules

The procedures for this Council Meeting are regulated by Council's Governance Rules.

Chairperson

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

Agenda

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

Motions

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

Voting

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

Amendments

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

Speaking at the Meeting

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

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

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

Explanation of Meeting Procedure

Questions

Members of the public present at the meeting may put questions in writing to Council which will be dealt with during Question Time. Questions must be submitted by:

- Submitting an online question form on Council's website by 3.00pm on the day of the Council meeting; or
- Placing a hard copy question form in the Question Box situated in the foyer by 7.30pm on the day of the Council meeting.

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

Individual members of the public are permitted to ask a maximum of two (2) questions.

Confidential Business

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

Courtesy to the Mayor

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

Emergency Evacuation of Chamber

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

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

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

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

Explanation of Meeting Procedure

Do You Have a Hearing Difficulty?

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

Interpreting Service



Recording of Meetings

Council Meetings are recorded and streamed live on the internet.

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

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

Minutes

Ordinary Council Meeting

Monday, 12th December 2022

**City of Kingston
Ordinary Council Meeting**

Minutes

12 December 2022

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**City of Kingston
Ordinary Council Meeting**

Minutes

12 December 2022

The meeting commenced at 7.05pm in the Council Chamber, 1230 Nepean Highway, Cheltenham.

Present: Cr Hadi Saab (Mayor)
Cr Chris Hill (Deputy Mayor)
Cr Tamsin Bearsley
Cr Jenna Davey-Burns
Cr Tracey Davies
Cr David Eden
Cr Cameron Howe
Cr George Hua
Cr Georgina Oxley
Cr Steve Staikos

In Attendance: Peter Bean, Chief Executive Officer
Jonathan Guttman, General Manager Planning and Place
Dan Hogan, General Manager Customer and Corporate Support
Samantha Krull, General Manager Infrastructure and Open Space
Sally Jones, General Manager Community Strengthening
Bernard Rohan, Chief Financial Officer
Paul Marsden, Manager City Strategy
Phil De Losa, Acting Manager People Support
Kelly Shacklock, Acting Manager Governance
Stephanie O’Gorman, Team Leader Council Governance
Patrick O’Gorman, Governance Officer
Gabrielle Pattenden, Governance Officer

1. Apologies

An apology from Cr Cochrane was submitted to the meeting.

Moved: Cr Bearsley

Seconded: Cr Davies

That the apology from Cr Cochrane be received.

CARRIED

2. Confirmation of Minutes of Previous Meetings

Moved: Cr Davies

Seconded: Cr Bearsley

That the Minutes of the Ordinary Council Meeting held on 28 November 2022 be confirmed.

CARRIED

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

The CEO, Peter Bean foreshadowed a declaration of a conflict of interest in Item 15.1 – CEO Employment Matters.

**City of Kingston
Ordinary Council Meeting**

Minutes

12 December 2022

4. Petitions

Nil

5. Presentation of Awards

Nil

6. Reports from Delegates Appointed by Council to Various Organisations

The Mayor, Cr Saab reported on attending a meeting of the South East Councils Climate Change Alliance (SECCCA).

Moved: Cr Davey-Burns

Seconded: Cr Staikos

That the delegate's report be received.

CARRIED

7. Question Time

Question Time was held at 7.30pm. Refer to page 5 of the Minutes.

En Bloc Resolution

Moved: Cr Davies

Seconded: Cr Staikos

That the following items be resolved *en bloc* and that the recommendations in each item be adopted:

- 8.4 Parkdale and Mentone Level Crossing Removal Project - Update
- 9.1 Commercial Use of Council Land - The Crowded Hour Summer Lounge
- 9.2 Commercial Use of Council Land - Mordialloc Summer Carnival
- 10.1 Award of Contract CON-22/078 - Peter Scullin Playspace Renewal
- 10.3 Walter Galt Reserve Pavilion Project Funding
- 11.1 Informal Meetings of Councillors
- 11.2 CEO and General Manager Quarterly Expenses
- 11.3 Quick Response Grants
- 11.4 Revised Representative Community Panel Terms of Reference
- 11.5 Advocacy Update

CARRIED

8. Planning and Place Reports

**8.1 Response to Resolution - Notice of Motion 19/2021 - Private Sector
Commerce Partnerships and Investment**

Moved: Cr Howe

Seconded: Cr Hua

That Council:

1. Note the extent of established work being undertaken to enable private sector investment in the municipality through a range of Council initiatives;
2. Note the role that the Property Strategy will play in providing an opportunity for community engagement on further maximising the opportunities to effectively use Council Land and provide for greater private sector partnerships;
3. Identify in a report the specific opportunities property can play in joint venture scenarios and the lease of Council Land, with recommendations to act on and enjoy the revenue from these commercial outcomes, including the processes for enactment and due diligence; and
4. Write the investment prospectus for Kingston City Council to be released with the 2023/24 budget in association with relevant marketing opportunities.

LOST

A Division was Called:

DIVISION:

FOR: Crs Bearsley, Eden, Howe, Hua and Oxley (5)

AGAINST: Nil (0)

ABSTAINED: Crs Staikos, Davey-Burns, Davies, Hill and Saab (5)

LOST on the casting vote of the Chairperson

Question Time

Cr Davies left the meeting at 7.30pm.

Cr Davies returned to the meeting at 7.35pm.

Cr Hill left the meeting at 7:44pm.

Ryan Siriwardene of Clayton South asked,

“Would you place a camera and traffic signal to replace the give way signs on both corners of the intersection of Westall Road and Heatherton Road like on the corner of Surrey Road and Whitehorse Road, Nunawading. It is a matter of safety.”

The General Manager Infrastructure and Open Space provided the following response,

“Both Westall Road and Heatherton Road are arterial roads under the management of Department of Transport. This request will be passed on to Department of Transport for consideration.”

Gabriella Hont of Mentone asked,

“LED street lights are brighter and use less electricity than older forms of lighting, saving money. What percentage of Kingston's street lights are LEDs? What are the plans for converting the remainder?”

The General Manager Planning and Place provided the following response,

“Kingston has 7306 standard streetlights and 100% of these were upgraded/replaced with LED light in 2018. Kingston also has 844 decorative street lights which are programmed to be replaced by LED lights by 2023/24. Overall, about 90% of Council managed streetlights have therefore been upgraded to LED. Street lights on arterial roads are managed by Department of Transport, who is responsible for the upgrade/replacement of these lights. Both Westall Road and Heatherton Road are arterial roads under the management of Department of Transport. This request will therefore be passed on to Department of Transport for consideration.”

Jason Allen of Mordialloc asked,

*In relation to Agenda Item No: 10.2 (Don Tatnell Leisure Centre), how does Council intend to ensure; a) significant amount of asbestos and other hazardous material is properly handled to ensure that there is no abatement or impact to children, and adults, within and attending adjacent Mordialloc Community Centre, and large number of children and adults both nearby (within 200 metres) and passing as they attend both the St John Vianney's Primary School and Parkdale Secondary College
b) ensure there is adequate funds remaining within the endorsed project budget, after demolition works is completed, to provide and ensure a superior level of 'make good' alterations to new external walls for the Mordialloc Community Centre as well as superior level of landscaping for the new open space create, to ensure both the external walls and open space are appropriate for clients of the Mordialloc Community Centre and safe for children's usage from the primary and secondary school.*

The General Manager Infrastructure and Open Space provided the following response,

“All asbestos and hazardous building materials will be removed as part of the demolition works. Hazardous material removal will be done by specialist contractors who will put in measures to ensure the safety of community centre users, neighbouring residents and schools, and pedestrians. There will be appropriate notification prior to the works commencing. As part of these demolition works, make good alterations will be undertaken to the Mordialloc Community Centre building areas that are exposed by the removal of the Don Tatnell building. This will also include landscaping of the new open space created by the removal of the building.”

Frank Tidy of Cheltenham asked,

“In August 2020, after consultation and feedback from the residents of Kingston, the council saw fit to make changes to the proposed Housing Strategy & Neighbourhood Character Study by applying Neighbourhood Residential Zone to approximately 93% of the residential land in Kingston. Feedback from the Victorian Planning Minister in October 2021 advised that this was not aligned to the previously negotiated position and did not meet planning strategy guidelines and has a result could not be supported. Council subsequently reverted the position, with some minor zone changes and took that amended position to the residents in 2022. Consultation with the residents has again provided feedback that the zones changes are broadly not supported. Has the position taken by the council, in August 2020, removed the possibility of making targeted zone changes where appropriate and, if not, why have changes not been recommended to council by the Kingston Council Planning Department after this latest feedback from the residents? Is that not part of the job?”

The General Manager Planning and Place provided the following response,

"In 2019, when Council undertook community consultation on the draft Housing Strategy and Neighbourhood Character Study we received a significant level of feedback which informed substantial changes that were recommended by Council's Strategic Planning Department to our proposed application of residential zones. Many of the views we have received during consultation on Amendment C203 in 2022 are diametrically opposed, which means that Council is unable to resolve them. The referral of submissions to an independent Planning Panel is a common practice, that gives submitters the opportunity to have their views considered by planning experts that are at arm's length from Council and State Govt. When the panel provides their recommendations to Council, Council will consider what further changes it may wish to make to Amendment C203 including the application of the proposed zones."

Frank Tidy of Cheltenham asked,

"The Agenda Item 8.5 speaks to a cost of \$350,000 that is required to engage legal representation and expert witnesses to represent the Council's interests at the Victorian Government appointed Planning Panel hearings. In regard to the Amendment C203, what are the Council's interests and what confidence does the council have that the Planning Panel will serve those interests and more importantly the Kingston Residents?"

The General Manager Planning and Place provided the following response,

"Council considers the opportunity to test the merits of the amendment and have the views of submitters considered by an independent panel of experts as the primary purpose and value of the Planning Panel process. The recommendations of an independent and expert panel adds to the robustness of the amendment through their review and provides an additional opportunity for community participation in the process."

Rosemary West of Edithvale asked,

"Will Council please provide a map showing the location Council recommends for the Shared Use Path between Parkdale and Mordialloc and include in the minutes of this meeting and the agenda of any future Council meeting where this is discussed and make available to any Councillor or citizen who asks?"

The General Manager Planning and Place provided the following response,

"Subject to the outcome of this evening's Council meeting, officers can provide an aerial image showing Council's preferred alignment for the SUP. Council officers are supportive of the LXP's proposed western alignment for the Shared User Path between Parkdale and Mordialloc. Section 3.2 of the officer report (p46 of the Council Meeting Agenda) notes '...the LXRP's proposed Como Parade West alignment is supported provided it futureproofs the ability to provide an elevated SUP connection over Nepean Highway into Mordialloc.' The outcome of this evening's Council meeting will inform the direction contained in any future officer report to Council addressing this matter."

Rosemary West of Edithvale asked,

“Will Council please provide a table to indicate how the community submitters who responded to the recent consultation regard the Housing Strategy now under consideration and what changes they would like, including:

- how many submitters supported the housing strategy*
- of those who didn't, how many opposed the extra height or density involved and how many wanted more height or density?*
- Other relevant views expressed by reasonable numbers of people.”*

The General Manager Planning and Place provided the following response,

“Councillors have been provided with a copy of all submissions and a detailed submissions spreadsheet cataloguing support/objection, key issues etc. For privacy reasons the detailed spreadsheet has not been made publicly available and rather a summary of submissions and key issues raised has been provided in the officer report. All submitters will be provided the opportunity to participate in the Independent Planning Panel to speak to the submissions they have made.”

Brett of Mordialloc asked,

“In relation to Agenda Item No. 8.3 Level Crossing Removal Announcements, Question 1. Approximately 3000 residents impacted by the proposed closure of the Latrobe St, Mentone railway level crossing were directly engaged by Council following the recent State Government's Frankston line railway removal announcement. The Bear Street railway crossing in Mordialloc is also slated for closure yet no efforts were made to engage directly with nearby residents who will also be impacted. Why has Council treated two Kingston communities facing a railway crossing closure so differently?

Question 2. The proposed draft letter to the relevant Minister Jacinta Allen includes the following statement " Building on the work our Council has undertaken along the Frankston line corridor, Council has had the opportunity to draw together input from our local communities on the recently announced level crossings." Given that only one small part of the Kingston community has been afforded direct engagement from the Council should not the letter to the Minister be changed to more accurately reflect the limited community engagement undertaken by Council thus far on these significant Frankston Line railway changes?”

The General Manager Planning and Place provided the following response,

“Question 1. The Level Crossing Removal Project first sought feedback from the community in relation the possible closure of Latrobe Street in 2016 as part of the Cheltenham Level Crossing Removal. At that time a majority of community feedback received by LXRП showed a preference for keeping Latrobe Street open and the LXRП determined not to close Latrobe Street at that time. Noting the extent to which the views of the community were already known and previous commitments made by LXRП, the announcement in October was met with significant and immediate community concern. In response, Council moved quickly to better understand community opinion through targeted correspondence to approximately 3,000 residents. Noting the limited timeframe that has elapsed since the State Government's announcement, further community consultation and engagement will likely be undertaken by council to inform future input to State Government in relation the level crossing removals now proposed in Mordialloc, Highett and Aspendale.

Question 2. Following the State Government's announcement in October 2022 Council has received some preliminary feedback from a broad cross section of the community impacted by the proposed level crossing removals. This includes targeted surveys and feedback from residents proximate to the proposed Latrobe Street level crossing removal as well as verbal and written feedback from residents and business owners in

Mordialloc, Aspendale and Highett. Noting the limited timeframe that has elapsed since the announcement, the letter to the Minister makes reference to input received from the community to date noting further community consultation and engagement will be undertaken by council to inform future advocacy of State Government and the Level Crossing Removal Project."

Mr. and Mrs. Whittaker of Mentone asked,

(Note: question has been paraphrased due to the length of the preamble)

"Mr and Mrs Whittaker have concerns regarding the length of time it has taken the Council to process a Planning Application and have been liaising with a number of Councils planning staff and are yet to get a response to when the application will be determined. They have specifically sought to understand when a decision will be made and if a satisfactory response is not provided, who can they complain to about the process so that it is escalated?"

The General Manager Planning and Place provided the following response,

"Following the submission of the question by Mr and Mrs Whittaker, I have today made enquiries with members of the City Development Department. The advice received is that the matters relating to tree issues were resolved about a week ago with Councils Arborists. Officers are presently querying a condition imposed by Melbourne Water and having been briefed today, I will be speaking with Melbourne Water to get urgent confirmation of its position to assist the Whittaker's. We hope to be in a position to get resolution on the matters involving Mr. and Mrs. Whittaker and resolve the application over the coming week. If this does not occur I will undertake to meet with the Whittakers."

Eddy of Moorabbin asked,

"What consideration for overlooking neighbours' backyards etc?"

The General Manager Planning and Place provided the following response,

"It is the intent that the provisions of the Kingston Planning Scheme with respect to overlooking will still apply in Perry Street, Moorabbin. In addition, Council is also introducing a new schedule to the Design and Development Overlay to apply to areas covered by Residential Growth Zone which impose increased siting conditions which would apply in Rescode."

Eddy of Moorabbin asked,

"Perry Street is a narrow road with parking on one side, has parking and traffic been considered when a four storey development is on one side of the road and a three storey development is on the other?"

The General Manager Planning and Place provided the following response,

"Council is regularly updating its parking restrictions. One of the important components of the implications of development is in areas covered by the Residential Growth Zone or General Residential Zone, Council through its Parking Management Policy put a note on planning approvals indicating that if the approvals proceed, future residents of that development will not be provided with permits in a street that might have a significant number of cars already parked in it, and that's a way of trying to ensure that someone developing in that area knows that that note will go on the permit and will make sure that they put enough car parking on the site to cater for the needs of future residents and their visitors."

**City of Kingston
Ordinary Council Meeting**

Minutes

12 December 2022

**8.1 Response to Resolution - Notice of Motion 19/2021 - Private Sector
Commerce Partnerships and Investment**

Procedural Motion

Moved: Cr Staikos

Seconded: Cr Davey-Burns

That consideration of this item be deferred until the January Ordinary Meeting of Council.

LOST

Moved: Cr Howe

Seconded: Cr Eden

That Council:

1. Note the extent of established work being undertaken to enable private sector investment in the municipality through a range of Council initiatives;
2. Continue to use its Annual Planning Workshop as an opportunity to discuss opportunities for private sector / government partnerships aligned with the Council Plan and its adopted strategies and policies; and
3. Note the role that the Property Strategy will play in providing an opportunity for community engagement on further maximising the opportunities to effectively use Council Land and provide for greater private sector partnerships.

CARRIED

8.2 Kingston Digital Marketing Plan

Moved: Cr Staikos

Seconded: Cr Davies

That Council:

1. Note the work completed in response to the Council resolution associated with the Coastline Commerce Digital Marketing Plan to be retitled the Kingston Digital Marketing Plan.
2. Refer the consideration of the employment of staff to lead the implementation of the Kingston Digital Marketing Plan and the allocation budget resources for campaign activities to the February workshop and/or the next budget process; and
3. Receive a further report for discussion and consideration about the Kingston Digital Marketing Plan by December 2023.

CARRIED

A Division was Called:

DIVISION:

FOR: Crs Staikos, Davey-Burns, Bearsley, Davies, Hill, Hua and Saab (7)

AGAINST: Crs Eden and Oxley (2)

ABSTAINED: Cr Howe (1)

CARRIED

8.3 Level Crossing Removal Announcements

Cr Oxley left the meeting at 8:25pm.

Moved: Cr Hill

Seconded: Cr Davey-Burns

That Council:

1. Write to Deputy Premier and Minister for Transport Infrastructure in accordance with the letter prepared as Appendix 2 highlighting priority areas for initial consideration as part of recent level crossing removal announcements (Highett, Cheltenham (Latrobe Street), Mordialloc and Aspendale) with the following addition:

"As part of the crossing removal works for the Highett Road and Wickham Road crossings consideration be given to a tunnelled solution due to the proximity of the Suburban Rail Loop tunnelling works at Highett/Cheltenham providing access to the available tunnelling equipment and the enhanced urban design, integrated transport and open space outcomes that may be delivered."
2. Seek a briefing from the Level Crossing Removal Project early in the new year on the recently announced crossing removals.
3. Request Officers commence discussions with the LXP to understand the extent of background work completed for the recently announced crossing removals.

Cr Howe left the meeting at 8:27pm.

Cr Howe returned to the meeting at 8:28pm.

Cr Oxley returned to the meeting at 8:35pm.

CARRIED

8.4 Parkdale and Mentone Level Crossing Removal Project - Update

RECOMMENDATION

That Council write to the Minister for Transport Infrastructure and the Chief Executive Officer of the Level Crossing Removal Project (LXP) seeking changes to the plans for Parkdale and Mentone Level Crossing Removals to address:

- Concerns in relation to the proposed alignment of the Shared User Path (SUP).
- The extent and variety of proposed active recreation facilities.
- The need for an off-road SUP connection between Parkdale and Mordialloc Stations.
- The extent and location of commuter parking areas shown in the LXP plans.
- The need for investment in broader streetscape upgrades along Como Parade East and West.
- The location, type and quality of exercise and fitness equipment within the precinct.
- The manner in which spaces beneath the elevated rail structure are irrigated, landscaped and activated for community use.

Note: Refer to page 4 of the Minutes where this item was resolved *en bloc*.

8.5 Planning Scheme Amendment C203 – Consideration of Submissions

Moved: Cr Hill

Seconded: Cr Staikos

That Council:

1. Receive the consultation summary report (Appendix 1).
2. Request the Minister for Planning appoint a Planning Panel under Part 8 of the *Planning and Environment Act 1987* to consider submissions and report on Amendment C203king.
3. Receive a further report at the conclusion of the Planning Panel process.

CARRIED

Note: Cr Oxley requested and was granted by the Chairperson additional time to speak on the matter.

9. Community Strengthening Reports

9.1 Commercial Use of Council Land - The Crowded Hour Summer Lounge

RECOMMENDATION

That Council endorse the proposal for The Crowded Hour Summer Lounge to be held at Beeson Reserve, Edithvale from Friday 20 January – Sunday 5 March 2023 on the condition that the applicant satisfies a range of conditions including event safety and event management measures and agreement to a commercial use of land fee.

Note: Refer to page 4 of the Minutes where this item was resolved *en bloc*.

9.2 Commercial Use of Council Land - Mordialloc Summer Carnival

RECOMMENDATION

That:

1. Council endorse the proposal for the Mordialloc Summer Carnival to be held at Peter Scullin Reserve, Mordialloc from Friday 16 December – Sunday 29 January 2023 on the condition the applicant satisfies a range of conditions including event safety and event management measures, amusement safety measures and agreement to a commercial use of land fee.
2. Council approve the:
 - a) Proposed reduction to the Commercial Use of Land Fee to be charged; and
 - b) Applicant accessing Council infrastructure for the provision of power

Note: Refer to page 4 of the Minutes where this item was resolved *en bloc*.

10. Infrastructure and Open Space Reports

10.1 Award of Contract CON-22/078 - Peter Scullin Playspace Renewal

RECOMMENDATION

That Council:

1. Note the outcome of the tender evaluation process for Contract CON22/078 – Peter Scullin Playspace Renewal, as set out in the confidential Appendices attached to this report;
2. Award Contract CON22/078 – Peter Scullin Playspace Renewal for the fixed lump sum of \$1,521,441.20, (exclusive of GST) to Yellowstone Landscaping Pty Ltd; and
3. Approve the allocation of a separate contingency of up to 10% of the contract sum and delegate authority to the CEO, or delegate, to expend this allowance to ensure the successful completion of the project.

Note: Refer to page 4 of the Minutes where this item was resolved *en bloc*.

10.2 Don Tatnell Leisure Centre - Future Planning

Moved: Cr Davey-Burns

Seconded: Cr Davies

That Council:

1. Proceed with the demolition of the Don Tatnell Leisure Centre;
2. Note the works for the Mordialloc Community Centre at the interface with the Don Tatnell building, to ensure building code compliance matters are addressed;
3. Authorise the Chief Executive Officer to award the contract for demolition within the endorsed project budget; and
4. Endorse further formal consultations with the committee and management of the Mordialloc Community Centre on the potential future options for the former Don Tatnell site and Walter Galt Reserve area.

Cr Hua left the meeting at 8:57pm.

Cr Eden left the meeting at 8:58pm.

Cr Eden returned to the meeting at 8:59pm.

CARRIED

10.3 Walter Galt Reserve Pavilion Project Funding

RECOMMENDATION

That Council:

1. Endorse the pavilion upgrade, including the existing changeroom facilities and provision of an additional set of inclusive female friendly changeroom facilities, at Walter Galt Reserve, Parkdale, set out as Appendix 1;
2. Note the State Government's funding commitment of \$750,000 to the upgrade of the Walter Galt pavilion at Walter Galt Reserve; and
3. Include within Council budget processes consideration of an additional \$1.95M funding across 2023/24 and 2024/25 financial years for the Walter Galt pavilion at Walter Galt Reserve, Parkdale.

Note: Refer to page 4 of the Minutes where this item was resolved *en bloc*.

11. Customer and Corporate Support Reports

11.1 Informal Meetings of Councillors

RECOMMENDATION

That Council receive the report.

Note: Refer to page 4 of the Minutes where this item was resolved *en bloc*.

11.2 CEO and General Manager Quarterly Expenses

RECOMMENDATION

That Council receive the report.

Note: Refer to page 4 of the Minutes where this item was resolved *en bloc*.

11.3 Quick Response Grants

RECOMMENDATION

That Council approve the following Quick Response Grant applications:

- Churches of Christ Community Care – \$1000.00
- Springvale and District Netball Association - \$1500.00
- Chelsea Pony Club - \$1500.00
- Circolo Pensionati Italiani di Oakleigh e Clayton - \$1000.00
- Moorabbin Seniors Club Inc - \$900.00
- Friends of Mentone Station & Gardens Inc - \$900.00

Note: Refer to page 4 of the Minutes where this item was resolved *en bloc*.

11.4 Revised Representative Community Panel Terms of Reference

RECOMMENDATION

That Council adopt the revised Representative Community Panel Terms of Reference.

Note: Refer to page 4 of the Minutes where this item was resolved *en bloc*.

11.5 Advocacy Update

RECOMMENDATION

That Council receive the December 2022 Advocacy Update report.

Note: Refer to page 4 of the Minutes where this item was resolved *en bloc*.

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12. Chief Finance Office Reports

Nil

13. Notices of Motion

13.1 Notice of Motion No. 33/2022 - Cr Howe - Airbnb Policy

Cr Hill left the meeting at 9:02pm.

Cr Davies left the meeting at 9:02pm.

Cr Hua returned to the meeting at 9:03pm.

Cr Hill returned to the meeting at 9:03pm.

Cr Davies returned to the meeting at 9:08pm.

Moved: Cr Howe

Seconded: Cr Eden

That Council proceeds to consultation on a policy for Airbnb or short stay properties and similar services that addresses antisocial behaviour and noise no later than March 2023, which would explore local laws for enforcement and to maintain a peaceful atmosphere in our municipality.

Amendment

Moved: Cr Staikos

Seconded: Cr Bearsley

That Council officers prepare a draft policy for Airbnb and/or short stay properties and similar services that addresses antisocial behaviour and noise. That this report be prepared no later than March 2023 with a view to engaging with the community in consultation. The report would explore local laws for enforcement on such a policy and to maintain a peaceful atmosphere in our community and would draw upon existing policies of other local governments.

CARRIED

The Amendment became the Motion

The Motion was put and CARRIED

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14. Urgent Business

There were no items of Urgent Business.

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15. Confidential Items

Moved: Cr Staikos

Seconded: Cr Davies

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 item:

15.1 CEO Employment Matters

This agenda item is confidential information for the purposes of section 3(1) of the Local Government Act 2020:

- because it is personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs (section 3(1)(f)), and
- the explanation as to why the specified ground/s applies is that it deals with employment conditions between the Council and the Chief Executive Officer.

Cr Oxley left the meeting at 9:36pm and did not return.

CARRIED

Cr Eden left the meeting at 9:36pm and did not return.

The meeting was closed to members of the public at 9.43pm.

Moved: Cr Howe

Seconded: Cr Hua

That the meeting be opened to members of the public

CARRIED

The meeting was opened to members of the public at 9.43pm.

The meeting closed at 9.43pm.

Confirmed.....

The Mayor 30 January 2023

8. Planning and Place Reports

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Agenda Item No: 8.1

KP-2021/885 - 49 FOLLETT ROAD, CHELTENHAM

Contact Officer: Tim Yildirim, Statutory Planner

Purpose of Report

This report is for the Council to consider Planning Permit Application No. KP-2021/885 - 49 Follett Road, Cheltenham.

Disclosure of Officer / Contractor Direct or Indirect Interest

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

RECOMMENDATION

That Council determine to support the proposal and issue a notice of decision to grant a planning permit for the construction of two (2) double storey dwellings and a single storey dwelling at 49 Follett Road, Cheltenham, subject to the conditions contained within this report.

This application requires a decision by Council, following a call in by Councillor Jenna Davey-Burns, stating the following reason:

- The proposal is a significant departure from the current streetscape.

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EXECUTIVE SUMMARY				
Address	49 Follett Road, Cheltenham VIC 3192			
Legal Description	Lot 10 on LP40085			
Applicant	Smart Planning and Design			
Planning Officer	Tim Yildirim			
PLANNING REQUIREMENTS				
Planning Scheme	Kingston			
Zoning	Clause 32.08 – General Residential Zone (Schedule 3).			
Overlays	None			
Particular Provisions	Clause 55 – Two or More Dwellings on a Lot and Residential Buildings			
Permit Trigger/s	Clause 52.06 – Car Parking			
	Clause 32.08-6 – To construct two or more dwellings on a lot.			
APPLICATION / PROCESS				
Proposal	The construction of two (2) double storey dwellings and a single storey dwelling.			
Reference No.	KP-2021/885		RFI Received	12 July 2022
App. Received	14 December 2021		App. Amended	S57A submitted on 20 October 2022
S.52 Advertising	21 April 2022		Advertising Completed	9 May 2022
S57A Advertising	2 November 2022		Completed	16 November 2022
S.55 Referrals	None			
Internal Referrals	Yes			
Objection(s)	Eight (8) objections in total with seven (7) during original notice period, and four (4) submissions during Section 57A notice period, one (1) of which was from a new objector.			
Mandatory Garden Area Requirement	842m ² Complies–35%		Mandatory Building Height Requirement	Complies – 7.72 metres
Vegetation	Trees > 8m	No	No. of Trees to be Removed (circumference 110cm)	Nil
LEGISLATIVE				
Covenant/Other Restriction	No		Complies: NA	
Aboriginal Cultural Sensitivity Area	No		CHMP	NA
Considered Plans	Grove Architecture, project number 21103, Revision G, dated 11 October 2022, submitted to Council on 20 October 2022.			

1.0 RELEVANT LAND HISTORY

- 1.1 Planning enquiry PE-2021/363 was submitted to Council on 27 May 2021, requesting advice on the proposed development of land for three (3) dwellings. On 3 June 2021, the Department provided a response outlining several matters to take into consideration including private open space, car parking, vegetation and building envelopes. This application for a planning permit follows on from the pre-application.

2.0 SITE PARTICULARS

- 2.1 The photograph below illustrates the subject site from a streetscape perspective.



Source: Google Street View (January 2019).

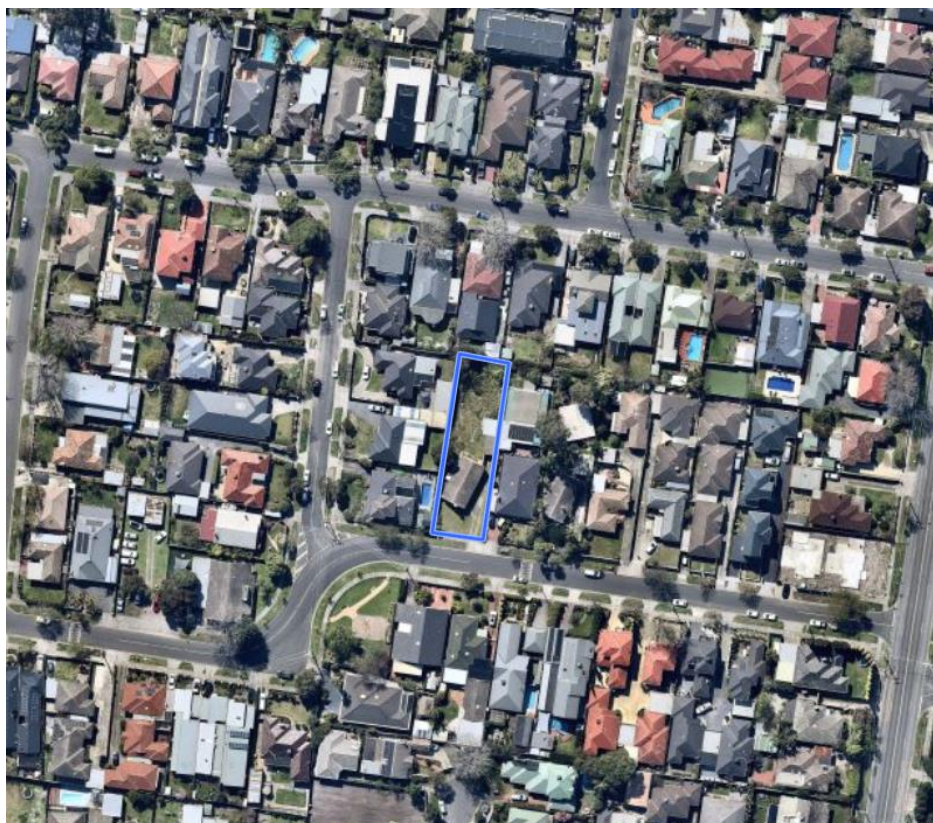
Allotment Placement	The subject site is rectangular in shape and located on the northern side of Follett Road, Cheltenham.		
Size (m²)	842m ²	Dimensions	Width: 15.24 metres Length: 54.864 metres
Built Form	A single storey brick dwelling, with simple gabled roof form and associated garage occupies the land. The existing dwelling is set back approximately 8.5 metres from its front property boundary.		
Topography	The land has a slight slope of 0.5 metres that falls from the front (south) boundary to the rear (north) boundary.		
Fencing	An existing 1 metre high dilapidated brick front fence, as per the street view image above.		
Vegetation	There is minimal vegetation across the subject site.		
Easement(s)	A 2.44 metre wide E-1 easement is located along the site's north (rear) property boundary.		
Footpath Assets / Access	One (1) existing crossover adjacent to the east (side) common boundary. There are no power poles, bollards, street trees or utility assets located along the adjoining road reserve.		

**Covenant(s) /
Restrictions**

There are no restrictions listed on the Certificate of Title.

3.0 SURROUNDING LAND

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



Source: NearMap (14 September 2022).

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

North

Land to the north (rear) of the site contains both Nos. 118 and 120 Devon Street, which each house a single storey, brick dwelling with complex hipped roof form. A rear, ground floor extension has been constructed at No. 118 Devon Street, identifiable by way of the darker toned roof. A minimum setback of approximately 5.3 metres is provided to the shared (rear) boundary with the subject site. No. 118 Devon Street contains three (3) habitable room windows facing the rear boundary and No. 120 Devon Street contains two (2) habitable room windows facing the rear boundary.

There are several trees adjacent to the shared boundary to the north (rear), at No. 118 Devon Street.

East

No. 51 Follet Road, which houses a single storey brick dwelling with simple gabled roof form. There is a large outbuilding constructed within the rear secluded private open space, with an undercover pool located within.



Source: NearMap, oblique view (19 December 2019).

	<p>The associated crossover, driveway, garage and service yard abut the shared boundary with the subject site. One (1) habitable room window faces the subject site. A front setback of 9.322 metres is provided to the dwelling, whilst the garage provides a 9.313 metre setback. There is an existing 1.5 metre high, brick pillar with steel picket infill, front fence extending along the frontage.</p>
South	<p>Follett Road, followed by Nos. 34 and 36 Follett Road. These properties contain single storey brick dwellings, of simple gabled and complex hipped roof forms, respectively. No. 34 Follett Road contains a 1.8 metre high brick pillar and timber paling infill front fence and No. 36 Follett Road contains a 1.8 metre high brick base and steel picket front fence.</p>
West	<p>No. 2 Ivy Street contains a double storey brick dwelling with complex hipped roof form. The associated secluded private open space area abuts the common boundary shared with the subject site, with a shed and a pool located within this space. One (1) habitable room window faces the subject site, with the dwelling setback approximately 6.5 metres from the shared property boundary (at ground floor) and approximately 6.8 metres (at first floor).</p> <p>No. 4 Ivy Street contains a single storey brick dwelling with complex hipped roof form. The associated secluded private open space area abuts the common boundary shared with the subject site. A garage is contained within the rear setback and is constructed to the shared boundary. Four (4) habitable room windows face the subject site, with the dwelling setback approximately 8.2 metres from the shared boundary. There are several trees adjacent to the shared boundary to west (side) boundary, at No. 4 Ivy Street.</p> <p>No. 6 Ivy Street contains a single storey brick dwelling with complex hipped roof form. The associated secluded private open space area abuts the common boundary shared with the subject site. A garage is contained within the rear setback and is constructed to the shared boundary (as well as the shared boundary with No. 4 Ivy Street). The dwelling is setback approximately 7 metres from the shared boundary.</p>
Describe Neighbourhood Character	<p>The subject site is located in Character Area 12 of the City of Kingston's <i>Neighbourhood Character Guidelines 2007</i>. Modulated building envelopes (detached from one boundary at the façade). hipped, angled and combination roof forms, dual and tri-vertical window arrangements, low front fences with</p>

landscaped gardens and porches all make for typical character contributions to the area.

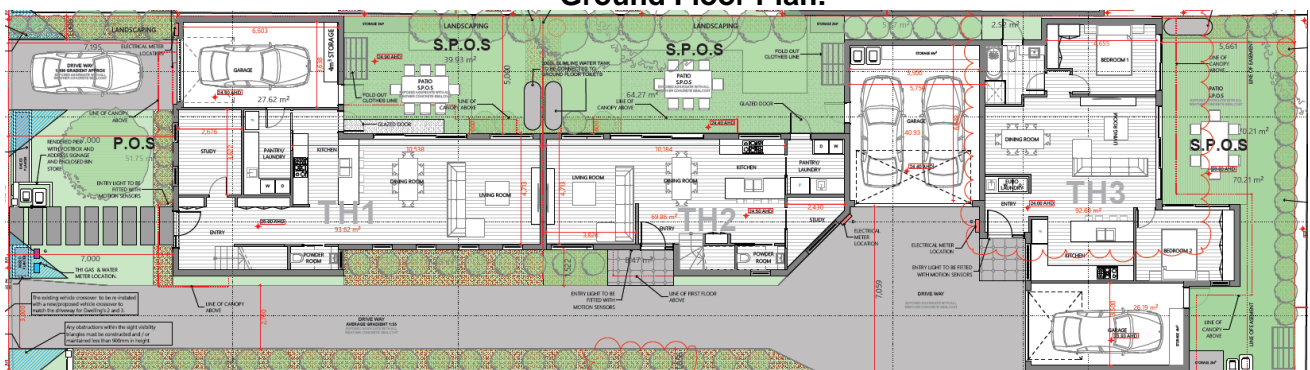
There are no identified major or critical contributory character elements in the area.

4.0 PROPOSAL

3D Render Plan:



Ground Floor Plan:

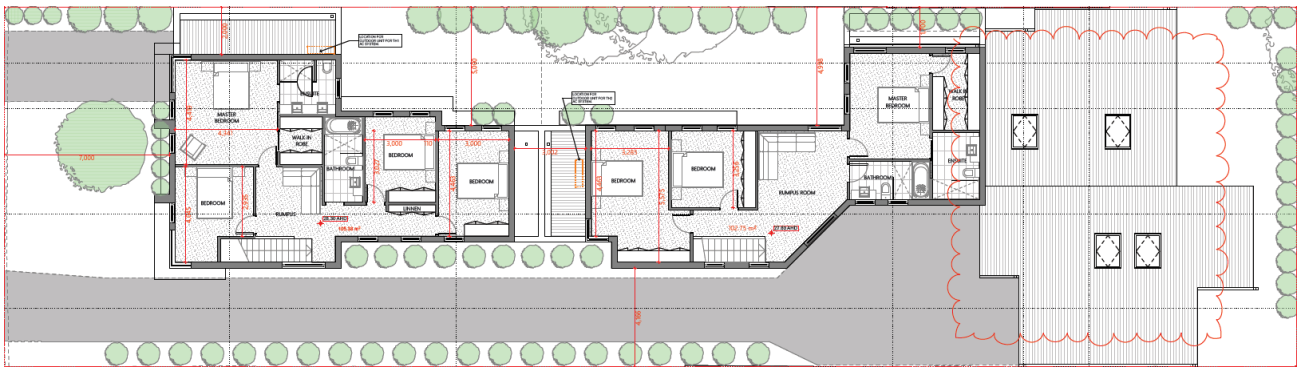


First Floor Plan:

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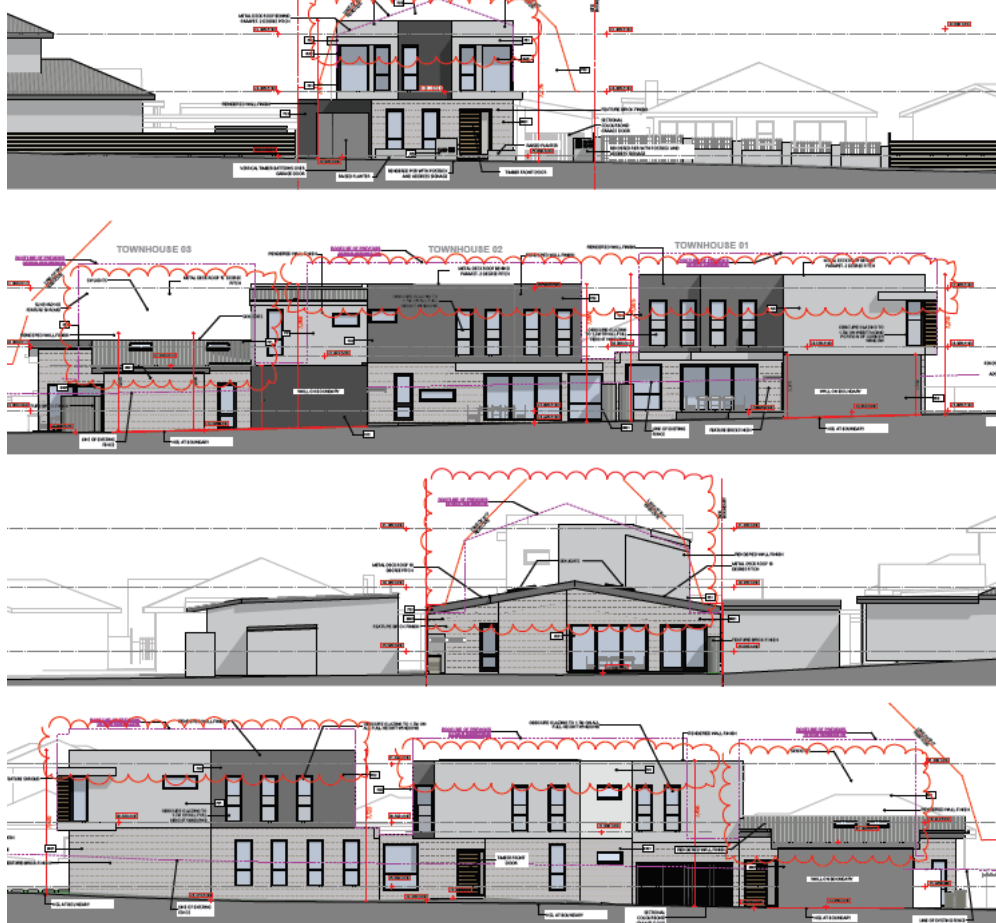
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Elevation Plans:

FOR DISCUSSION WITH



Description	Demolish the existing dwelling and associated outbuildings on the land to allow for the construction of three (3) dwellings, two (2) double storey dwellings and one (1) single storey dwelling.
Storeys	Dwellings 1 and 2 are double storey, while Dwelling 3 is single storey.
Maximum Building Height	Dwelling 1: 7.72 metres Dwelling 2: 7.496 metres Dwelling 3: 5 metres
Bedrooms (including study)	Dwelling 1 has four (4) bedrooms, Dwelling 2 contains three (3) bedrooms and Dwelling 3 has two (2) bedrooms.
Car Parking	Dwellings 1 and 2 are both provided with two (2) car parking spaces, while Dwelling 3 is provided with one (1) car parking space.
Front Setback	7 metres

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Private Open Space	Dwelling 1 99.94m ²	Dwelling 2 65.52m ²	Dwelling 3 84.41m ²
Site Coverage	40%	Permeability	24.1%
Access	Existing crossover towards the east (side) boundary to be utilised and modified as necessary to provide common vehicle access to Dwellings 2 and 3. A new crossover is proposed towards the west (side) boundary to provide exclusive vehicle access to Dwelling 1.		
Vegetation Removal/Retention	There is no significant vegetation located on the subject site that is worthy of retention.		
Building Materials	Brick, render and cladding.		

5.0 PLANNING CONTROLS

Zone / Overlay / Particular Provision	Rationale
Clause 32.08 – General Residential Zone (Schedule 3)	<p>The proposal accords with the purpose of the zone by providing residential development that will meet the needs of future occupants while being sympathetic to the neighbourhood character.</p> <p>Pursuant to Clause 32.08-4 of the Planning Scheme, a lot size 842m² is required to accommodate a garden area of at least 35% of the total site area. The applicant's submission notes that 296.13m² / 35.2% of land has been set aside for garden area. A review of the garden area assessment has confirmed the proposal complies.</p>
Clause 52.06 – Car Parking	<p>The table at Clause 52.06-5 requires one (1) car parking space for each one (1) or two (2) bedroom dwelling and two (2) car parking spaces required for each three (3) or more bedroom dwelling. The proposal, consisting of one (1) four bedroom dwelling, one (1) three bedroom dwelling and one (1) two bedroom dwelling, generates a requirement for five (5) car parking spaces. As the proposal includes five (5) car parking spaces, the car parking requirement has been met.</p> <p>Dwelling 1 proposes a self-contained study at ground floor, at a size capable of being used as an additional bedroom. Clause 52.06 specifies that studies or studios that are separate rooms are counted as bedrooms. Dwelling 1, containing four (4) bedrooms plus one (1) study, still satisfies the prescribed car parking requirement of two (2) car parking spaces.</p> <p>Clause 52.06-9 design standard including corner splays are considered compliant and are already shown on the ground floor plans. Conditions of any permit issued are to require:</p> <ol style="list-style-type: none"> A longitudinal section of the reverse fall driveway with levels and grades to AHD, and designed in accordance with Clause 52.06 of the Kingston Planning Scheme. The finished driveway levels noted on the ground floor plan. Storage spaces, within the garage to each dwelling, must not encroach within the 3.5 metres car parking bay width pursuant to Diagram 1, at Clause 52.06-9. The prescribed 6.0 metre garage parking space depth nominated for the garage to each dwelling.

	<p>The proposed driveways and garages (and in particular the Dwelling 1 garage facing the street) are not visually dominating when viewed from the public realm (Design Standard 5). Natural surveillance of car parking spaces is provided for and convenient pedestrian access is achieved (Design Standard 6).</p> <p>In accordance with Design Standard 7 (Landscaping), subject to conditions on any permit issued, the car parking areas will provide for suitable landscaping provisions.</p> <p>Subject to the inclusion of conditions on any planning permit issued, the car parking provisions are in accordance with Clause 52.06.</p>
Clause 55	Refer to the Clause 55 assessment later in this report.

6.0 REFERRALS

External Referrals

6.1 No external referrals were required as part of this application for a planning permit.

Internal Referrals

6.2 The application was referred to the following Council departments for comment:

Department / Area	Comments / Rationale / Recommended Conditions
Development Engineer	<p>No objection raised, subject to conditions included on any permit issued relating to integrated stormwater management and stormwater drainage.</p> <p>Each dwelling is already provided with a 2,000L capacity rainwater tank, nominated to be connected to toilets for flushing purposes. As this requirement is already addressed, no related condition is required to be included on any permit issued.</p>
Roads and Drains	<p>No objection raised, subject to conditions included on any permit issued relating to the crossover/footpath design and the Council road network.</p> <p>A pedestrian refuge is already provided for and is nominated at a width of 1.4 metres, corner splays are provided, driveways are offset 500mm from the respective side boundary, at the front boundary and an on-street car parking space is retained. As these requirements have already been satisfied, they are not required to be made conditions of any permit issued.</p>
Sustainable Design Officer	Council's sustainable design officer has reviewed the submitted sustainable design assessment (BESS/STORM). Subject to conditions of any permit issued, the proposal will meet Council's expectations in relation to sustainable design outcomes. Conditions are to require the provision of an amended sustainable design assessment addressing the outstanding matters, with associated amendments to the development drawings reflecting the sustainable design measures proposed, as outlined in the recommendation section of this report.
Vegetation Management Officer	No objection to the proposed removal of existing vegetation located on the subject site.
Traffic Engineer	No objection raised; no changes recommended.

7.0 ADVERTISING

7.1 The proposal was advertised by sending notices to adjoining and opposite property owners and occupiers and by maintaining a notice on site for fourteen (14) days. Seven (7)

objections to the proposal were received. The valid grounds of objection raised are summarised as follows:

- Neighbourhood character.
- Front setback.
- Increased density.
- Visual bulk.
- Privacy / overlooking.
- Overshadowing
- Parking and traffic concerns.

7.2 The following objections raised are not valid planning considerations:

- Devaluation of property.
- Connections to on-street power poles.
- Boundary fence replacement and cost bearing.

7.3 The Section 57A amendment application was advertised by sending notices to adjoining and opposite property owners and occupiers, and all objector parties to the original advertised application. Four (4) further submissions were received by original objector parties, and one (1) additional / 'new' objection was received. This results in a total of eight (8) objections being received across both the original and amended applications. The valid grounds of objections raised to the amended application, are summarised as follows:

- Neighbourhood character.
- Roof form.
- Front setback.
- Visual bulk.
- Overshadowing.
- Overlooking (including from a boundary fencing perspective).
- Secluded private open space provisions.
- Impacts to existing vegetation.
- Parking and traffic concerns.

7.4 The following objections raised are not valid planning considerations:

- Boundary fence replacement and cost bearing.
- Damage to structures on adjoining property.

8.0 PLANNING CONSULTATION MEETING

8.1 A planning consultation meeting was held on 16 June 2022 with the Council planning officers, the permit applicant and four (4) objectors in attendance. The above-mentioned issues were discussed at length.

8.2 The above concerns were unable to be resolved at the meeting, and the objections still stand.

9.0 SECTION 57A – AMENDMENT TO PLANS

9.1 Following the planning consultation meeting, the permit applicant lodged amended plans on 20 October 2022, pursuant to Section 57A of the *Planning and Environment Act 1987*. The amended plans incorporated the following changes:

- Deleting the first floor of Dwelling 3.
- The Dwelling 3 double garage converted into a single space garage, with the converted space now forming part of the internal dwelling floor area. The dwelling has also slightly been extended outwards towards the rear (north) boundary (associated with bedroom 2). Dwelling 3 now contains two (2) bedrooms, an open plan kitchen, living, dining area, a bathroom and laundry at ground level.

- Providing a 1 metre side (west) boundary setback associated with the Dwelling 2 garage, in lieu of being a wall on boundary.
- The first floor envelope of Dwelling 2 has been extended 2.7 metres towards the rear (north) boundary.
- The first floor of Dwelling 2 now contains a rumpus room, owing to the additional floor area achieved. The master bedroom has also been rearranged and slightly increased in floor area.

9.2 It is these plans that form the basis of this recommendation and are described at Section 4 of this report.

10.0 PLANNING CONSIDERATIONS
Municipal Planning Strategy

10.1 **Clause 02.02** (Vision) of the Kingston Planning Scheme outlines the overarching vision for land use across the municipality. Applicable strategic directions seek to ensure the emergence of an urban settlement pattern that accommodates sustainable growth commensurate with constraints of established areas, in a manner which provides for high standards of urban design.

10.2 **Clause 02.03-5** (Built Environment and Heritage) seeks to ensure high standards of design forms, in a manner which responds to, and remains respectful of, existing neighbourhood character. **Clause 02.03-6** (Housing) encourages diversity in housing, in a manner which achieves high levels of internal amenity. Residential change must be consistent with the preferred housing outcomes. New medium density development should respond to the established but evolving urban character and amenity.

Planning Policy Framework

10.3 **Clause 11** seeks to ensure planning anticipates and responds to the needs of existing and future communities through provision of zoned and serviced land for housing, employment, recreation and open space, commercial and community facilities and infrastructure. Planning is to prevent environmental, human health and amenity problems created by siting incompatible land uses close together.

10.4 **Clause 15** (Built Environment and Heritage) aims to ensure the role of urban design, building design, heritage, energy and resource efficiency in delivering liveable and sustainable cities, towns and neighbourhoods. Furthermore, it aims that all new land use and development appropriately responds to its landscape and character, valued built form and cultural context, and protects places and sites with significant heritage, architectural, aesthetic, natural, scientific and cultural value. Planning should promote development that is environmentally sustainable and minimise detrimental impacts on the built and natural environment.

10.5 **Clause 15.01-1S** (Urban Design) aims to create urban environments that are safe, healthy, functional and enjoyable, and that contribute to a sense of place and cultural identity. The objectives of **Clause 15.01-2S** (Building Design) seek to ensure that development responds and contributes to the strategic and cultural context. The provisions of **Clause 15.02-1S** encourage land use and development that is energy and resource efficient through improved building design, urban consolidation and promotion of sustainable transport.

10.6 **Clause 15.01-2L** seeks to improve the quality and reduce the impact of stormwater run-off, incorporate the use of water sensitive urban design principles in development and to ensure that developments are designed to meet best practice performance objectives.

10.7 **Clause 15.01-2L** (Environmentally Sustainable Development) applies throughout the City of Kingston to residential and non-residential development that requires a planning permit. The overarching objective is that development should achieve best practice in environmentally

sustainable development from the design stage through to construction and operation. Policy applies to the consideration of residential development of three (3) or more dwellings (refer to policy guidelines). As required, the application for planning permit was accompanied by a sustainable design assessment (BESS/STORM). The sustainable design assessment was referred to Council's sustainable design officer. Subject to conditions, the proposal will meet Council's expectations in relation to environmentally sustainable design for a development of this scale. Alterations to the report and application drawings need to be undertaken and these are reflected in the conditions contained in the recommendation section of this report.

- 10.8 **Clause 15.01-1L-01** (Urban Design – Kingston) encourages the design of buildings to interact with the public realm and communal areas, in a manner that achieves high standards of amenity in new development while maintaining or enhancing the amenity of adjoining developments.
- 10.9 **Clause 15.01-5S** (Neighbourhood Character) sets out the State direction to recognise, support and protect neighbourhood character, cultural identity, and a sense of place. The strategies provided seek to ensure that development respects the existing neighbourhood character or contributes to a preferred neighbourhood character. It seeks to ensure that the preferred neighbourhood character is consistent with medium housing outcomes in areas identified for incremental change.
- 10.10 This is further reinforced at a local level in **Clause 15.01-5L-01** (Neighbourhood Character – Kingston) which set outs strategies to support an overall positive contribution of neighbourhood character from developments. This clause includes policy guidelines to further support the strategies. Residential development must consider the siting, design and layout of new dwellings in order to minimise amenity impacts.
- 10.11 **Clause 15.03-2S** (Aboriginal Cultural Heritage) seeks to ensure the protection and conservation of places of Aboriginal cultural heritage significance. The subject land **is not** identified in an area of Aboriginal cultural heritage sensitivity.
- 10.12 **Clause 16.01-1S** (Housing Supply) seeks to facilitate well located, integrated and diverse housing that meets community needs. Ensuring that an appropriate quantity, quality and type of housing is provided in order to support everyone in the community is a relevant consideration. Housing should offer diverse choices to meet changing household needs by widening housing diversity through a mix of housing types while encouraging development that is well designed to provide a high level of internal and external amenity.
- 10.13 **Clause 14.02-2S** (Water Quality) seeks to protect water quality. This is further advanced through **Clause 19.03-3S** (Integrated Water Management) which seeks to sustainably manage water supply and demand, water resources, wastewater, drainage and stormwater through an integrated water management approach, and Kingston's local content at **Clause 19.03-3L** (Stormwater Management).
- 10.14 It is considered that the proposed development generally complies and satisfies the Planning Policy Framework guidelines, subject to conditions included on any permit issued as discussed throughout this report, which aim to encourage well-designed medium density housing in a contextually appropriate location. The subject site is located on land earmarked for residential purposes, whereby residential development is an 'as of right' use under the zoning provisions.
- 10.15 Importantly, the proposal delivers on specific objectives relating to well-designed residential development that is responsive to the established residential area. A further assessment of

the proposal's measure against planning policy is found within the Clause 55 assessment, later within this report.

General Provisions

- 10.16 **Clause 65.01** of the Kingston Planning Scheme is relevant to this application and requires consideration to be given to a variety of matters including planning scheme policies, the purpose of the zone, orderly planning and the impact on amenity.

11.0 CLAUSE 55 (RESCODE ASSESSMENT)

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

****MUST meet the objective, SHOULD meet the standard****

OBJECTIVE	STANDARD	LEVEL OF COMPLIANCE
<p>Clause 55.02-1 Neighbourhood Character objectives</p> <ul style="list-style-type: none"> To ensure that the design respects the existing neighbourhood character or contributes to a preferred neighbourhood character. To ensure that development responds to the features of the site and the surrounding area. 	<p>Standard B1</p> <ul style="list-style-type: none"> The design response must be appropriate to the neighbourhood and site. The proposed design must respect the existing or preferred neighbourhood character and respond to site features. 	<p>Complies with standard and objective.</p>
<p>Assessment: The proposed development is considered to deliver an acceptable response within the context of the streetscape and the broader area. The development design, which reflects both traditional and contemporary forms, is consistent with the evolving neighbourhood character of the area and utilises a range of building materials common to the area to ensure a suitable integration. The proposal also responds to existing medium density housing precedence, including:</p> <ul style="list-style-type: none"> No. 61 Follett Road, which has been developed for two (2) double storey dwellings and one (1) single storey dwelling. No. 59 Follett Road, which contains three (3) single storey dwellings. No. 44 Follett Road, which contains two (2) double storey dwellings and two (2) single storey dwellings. No. 26 Follett Road, which has been developed for three (3) double storey dwellings. No. 20 Follett Road, which has been developed for two (2) double storey dwellings. Nos. 25 and 27 Follett Road, which each contain two (2) double storey dwellings. <p>The proposal responds to the established characteristics of Character Area 12 of the City of Kingston's <i>Neighbourhood Character Guidelines 2007</i>, including detached building envelopes from one boundary at the façade, vertical window arrangements, porch elements and landscaped front garden with low front fence and combination planter box. A condition of any permit issued is to require Dwelling 1 to incorporate a skillion roof element, which would result in a combination roof arrangement incorporating angled components, as opposed to solely flat roof form. Condition 1(i).</p>		

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<p>Having considered the site context, surrounds and the design response, it is considered the development has appropriately responded to the emerging built form trends in the area, as well as neighbourhood character, for the following reasons:</p> <ul style="list-style-type: none"> - The proposed dwelling envelopes are detached from one (side) boundary, at the front boundary, responding to the building placement characteristics of the area. The first floor is suitably articulated from the level below, including through the use of architectural features and fenestration. - The proposal incorporates varied roof forms (subject to conditions) and vertical window arrangements. - An unobscured open landscaped front garden area is provided. - Porches to dwelling entries are incorporated. - Garaging is subservient, being to the side or rear of each dwelling and incorporated into the main façade. - The proposal is also responsive to the emerging medium density housing trends, including the existing trends along Follett Road. - The proposal is considered to respond to all guiding policy directives, the zoning provisions and the standards and/or objectives of Clause 55. - The architecture employed aligns with the emerging character of the area, particularly along Follett Road. The contemporary form is consistent with the emerging neighbourhood character. - A variety of finishes and fenestration deliver an articulated and interesting response; incorporated design detail aids to circumvent a 'box-like' design. - The development is deemed to be in accordance with emerging development patterns and common to semi-detached typologies. The development is compatible within the streetscape. - The first floor provides acceptable setbacks adjacent to sensitive areas on the neighbouring properties (subject to conditions as discussed throughout this report). - The rear dwelling is single storey, ensuring that built form contained at the rear of the site is respectful and sympathetic to adjoining sensitive private open space areas. 		
<p>Clause 55.02-2 Residential Policy objectives</p> <ul style="list-style-type: none"> • To ensure that residential development is provided in accordance with any policy for housing in the MPS and the PPF. • To support medium densities in areas where development can take advantage of public transport and community infrastructure and services. 	<p>Standard B2</p> <ul style="list-style-type: none"> ▪ An application must be accompanied by a written statement that describes how the development is consistent with relevant housing policy in the PPF and MPS 	<p>Complies with standard and objective.</p>
<p>Assessment: The Planning Policy Framework emphasises the importance of medium density residential development, in designated locations, in a manner that remains respectful of existing neighbourhood character. Residential development towards the rear of sites must be sensitively designed. The proposal will achieve further urban consolidation generally consistent with the Planning Policy Framework. The subject site is in an area designated for incremental change, resulting in a net increase of two (2) dwellings per average sized allotment. It is considered that the new dwellings satisfy the relevant policies under Clause 02.02, Clause 02.03, Clause 15 and Clause 16 of the Kingston Planning Scheme, subject to conditions on any permit issued as discussed throughout this report.</p>		
<p>Clause 55.02-3 Dwelling Diversity objective</p> <p>To encourage a range of dwelling sizes and types in developments of ten or more dwellings.</p>	<p>Standard B3</p> <p>Developments of ten or more dwellings should provide a range of dwelling sizes and types, including:</p> <ul style="list-style-type: none"> • Dwellings with a different number of bedrooms. • At least one dwelling that contains a kitchen, bath or shower, and a toilet and wash basin at ground floor level. 	<p>Complies with standard and objective.</p>
<p>Assessment: Not applicable as less than ten (10) dwellings are proposed. However, the proposal consists of a variety of dwelling sizes, with a four (4) bedroom, three (3) bedroom and two (2) bedroom dwelling proposed.</p>		

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OBJECTIVE	STANDARD	LEVEL OF COMPLIANCE
Clause 55.02-4 Infrastructure objectives <ul style="list-style-type: none"> To ensure development is provided with appropriate utility services and infrastructure. To ensure development does not unreasonably overload the capacity of utility services and infrastructure. 	Standard B4 <ul style="list-style-type: none"> Connection to reticulated services/sewerage, electricity, gas and drainage services Capacity of infrastructure and utility services should not be exceeded unreasonably Provision should be made for upgrading and mitigation of the impact of services or infrastructure where little or no spare capacity exists 	Complies with standard and meets objective (subject to conditions on any permit issued).
Assessment: The site is in an established area that is well serviced by existing infrastructure. Additionally, it is recommended that suitable condition(s) be included on any permit issued to address infrastructure considerations.		
Clause 55.02-5 Integration with the street objective <ul style="list-style-type: none"> To integrate the layout of development with the street. 	Standard B5 <ul style="list-style-type: none"> Provides adequate vehicle and pedestrian links that maintain or enhance local accessibility. Development oriented to front existing/proposed streets High fencing in front of dwellings should be avoided if practicable. Development next to existing public open space should be laid out to complement the open space. 	Complies with standard and objective.
Assessment: The development provides for safe and functional connectivity with vehicle access providing exclusive access / egress points. Low, 600mm high, front fencing / planter boxes are proposed, which allows for suitable surveillance to, and does not conceal the development from, the public realm.		
Clause 55.03-1 Street setback objective <ul style="list-style-type: none"> To ensure that the setbacks of buildings from a street respect the existing or preferred neighbourhood character and make efficient use of the site. 	Standard B6 <p>Walls of buildings should be set back from streets:</p> <ul style="list-style-type: none"> If no distance is specified in a schedule to the zone, the distance specified in Table B1 <p>Required: 9 metres</p>	Variation sought to the standard and meets the objective.
Assessment: A front setback of 7 metres is proposed with an associated front porch / overhead canopy which encroaches not more than 2.5 metres beyond the Dwelling 1 façade, at a height of 3.5 metres above natural ground level. The proposal fails to satisfy the setback distance specified in this standard.		
<p>The reduced front setback would not disrupt any front setback pattern along the street, noting there is no prevailing character. No unreasonable visual impact would be generated when viewed from the street and adjoining properties. The proposal will achieve an appropriate transition between the 1.783 metre setback provided on the property to the west (side) on Follett Road, and the adjoining property to the east (side), which provides a front setback of 9.313 metres.</p>		
<p>The proposal also seeks to make efficient use of the site, by providing for a suitable dwelling yield in a manner which minimises upper storey visual bulk where adjacent to sensitive adjoining interfaces. The proposal responds to planning policy set out in the Kingston Planning Scheme and the broader objectives of Clause 55.03-1 are met, by responding to the established lot placement characteristics of the street, in a manner that makes efficient use of the site.</p>		
Clause 55.03-2 Building height objective	Standard B7 <p>Maximum: 9 metres</p>	Complies with standard and objective.

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<ul style="list-style-type: none"> To ensure that the height of buildings respects the existing or preferred neighbourhood character. 		
Assessment: The maximum building height proposed is 7.72 metres. The proposal meets the heights parameters specified in this Standard.		
Clause 55.03-3 Site Coverage objective <ul style="list-style-type: none"> To ensure that the site coverage respects the existing or preferred neighbourhood character and responds to the features of the site. 	Standard B8 Maximum: GR22 – 50%	Complies with standard and objective.
Assessment: The proposal achieves a site coverage statistic of 40%, which meets this standard.		
Clause 55.03-4 Permeability objectives <ul style="list-style-type: none"> To reduce the impact of increased stormwater run-off on the drainage system. To facilitate on-site stormwater infiltration. 	Standard B9 At least: 20%	Complies with standard and objective.
Assessment: The permeability figure proposed (i.e. 24.1%) exceeds that specified in the standard.		
Clause 55.03-5 Energy Efficiency objectives <ul style="list-style-type: none"> To achieve and protect energy efficient dwellings and residential buildings. To ensure the orientation and layout of development reduce fossil fuel energy use and make appropriate use of daylight and solar energy. 	Standard B10 Orientation, siting and design of buildings should make appropriate use of solar energy. Further, siting and design should ensure that the energy efficiency of existing dwellings on adjoining lots is not unreasonably reduced. Living areas and private open space should be located on the north side of the development, if practicable. Solar access to north-facing windows is maximised.	Variation sought to the standard and meets the objective.
Assessment: The internal layout of the dwellings has been designed to maximize on energy efficiency principles where practicable, given the orientation of the allotment, north being towards the rear of the lot. Private open space and living areas are located to the side/rear of each dwelling, resulting in secluded private open space areas to Dwellings 1 and 2 located to the west of the respective dwelling footprint and the secluded private open space area of Dwelling 3 located north of the dwelling footprint. There is no built form directly north of any secluded private open space area, allowing for suitable daylight access. Light coloured roof finishes have been nominated, which will assist in reducing heat absorption, and will lead to an outcome that would improve dwelling energy efficiency, including reduced reliance on fossil fuel energies. The proposal is found to satisfy the broader objectives of Clause 55.03-5.		
Clause 55.03-6 Open Space objective <ul style="list-style-type: none"> To integrate the layout of development with any public and communal open space provided in or adjacent to the development. 	Standard B11 Public or communal open space should: <ul style="list-style-type: none"> Be substantially fronted by dwellings Provide outlook for dwellings Be designed to protect natural features. Be accessible and useable. 	NA
Assessment: There is no public or communal open space adjoining the site.		

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OBJECTIVE	STANDARD	LEVEL OF COMPLIANCE
Clause 55.03-7 Safety objectives <ul style="list-style-type: none"> To ensure the layout of development provides for the safety and security of residents and property. 	Standard B12 Entrances to dwellings and residential buildings should not be obscured or isolated from the street and internal accessways. Planting should not create unsafe spaces along streets and accessways Good lighting, visibility and surveillance of car parks and internal accessways should be achieved. Private spaces should be protected from inappropriate use as public thoroughfares.	Complies with standard and objective.
Assessment: The proposal provides an acceptable level of consideration for the safety and security of residents. In part, this is evidenced by the highly visible, identifiable and attainable dwelling entries accentuated through the provision of porches, as well as opportunities for passive surveillance through the provision of habitable room windows within the ground and first floor façades. The façade of each dwelling offers external perceptions of passive surveillance, thus supporting the safety and security of future residents.		
Clause 55.03-8 Landscaping objectives <ul style="list-style-type: none"> To encourage development that respects the landscape character of the neighbourhood. To encourage development that maintains and enhances habitat for plants and animals in locations of habitat importance. To provide appropriate landscaping. To encourage the retention of mature vegetation on the site. 	Standard B13 In summary, landscape layout and design should: <ul style="list-style-type: none"> Protect predominant landscape features of the neighbourhood. Take into account the soil type and drainage patterns of the site. Allow for intended vegetation growth and structural protection of buildings. Provide a safe, attractive and functional environment for residents. In summary, development should: <ul style="list-style-type: none"> Provide for the retention or planting of trees, where these are part of the character of the neighbourhood. Provide for the replacement of any significant trees that have been removed in the 12 months prior to the application being made. Specify landscape themes, vegetation (location and species), paving and lighting. 	Will comply with standard and objective subject to condition(s).
Assessment: The removal of all vegetation on site is supported, noting there are no specimens worthy of retention. Replacement planting, including canopy trees, and the provision of an amended landscape plan are to be made conditions of any permit issued.		
Tree protection fencing is required to be erected around the neighbouring trees located on adjoining properties, where adjacent to the east and west (side) property boundaries.		
Clause 55.03-9 Access objective <ul style="list-style-type: none"> To ensure the number and design of vehicle crossovers respects the neighbourhood character. 	Standard B14 The width of accessways or car spaces should not exceed: <ul style="list-style-type: none"> 33 per cent of the street frontage, or if the width of the street frontage is less than 20 metres, 40 per cent of the street frontage. <hr/> No more than one single-width crossover should be provided for each dwelling fronting a street. The location of crossovers should maximise the retention of on-street car parking spaces. The number of access points to a road in a Road Zone should be minimised. Access for service, emergency and delivery vehicles must be provided.	Complies with standard and objective.
Assessment: The proposal raises no concern with respect to traffic or access related matters. The prescribed length of crossovers should not exceed 6.097 metres (40% for a lot width of 15.242 metres).		

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The existing crossover is proposed to be utilised, with a new crossover also proposed; the total width of crossovers equates to 6 metres, satisfying the prescribed maximum. A condition of any permit issued is to require the existing crossover, proposed to be modified, nominated at a width of 3 metres. Service, emergency and delivery vehicles can access each dwelling, should future need arise. An on-street car parking is retained in front of the site.		
Clause 55.03-10 Parking location objectives <ul style="list-style-type: none"> ▪ To provide convenient parking for resident and visitor vehicles. ▪ To protect residents from vehicular noise within developments 	Standard B15 Car parking facilities should: <ul style="list-style-type: none"> ▪ Be reasonably close and convenient to dwellings and residential buildings. ▪ Be secure. ▪ Be well ventilated if enclosed. Shared accessways or car parks of other dwellings and residential buildings should be located at least 1.5 metres from the windows of habitable rooms. This setback may be reduced to 1 metre where there is a fence at least 1.5 metres high or where window sills are at least 1.4 metres above the accessway.	Variation sought to the standard and meets the objective.
Assessment: All east facing habitable room windows are setback at least 1.5 metres from the common accessway to Dwellings 2 and 3. The Dwelling 2 ground floor study room window is not provided with a setback to the common driveway. However, this portion of the driveway serves Dwelling 2 and no unreasonable noise will be generated by residual dwellings. The Dwelling 3 ground floor kitchen window is also not provided with a setback to the common driveway. However, this portion of the driveway serves Dwelling 3 and no unreasonable noise will be generated by residual dwellings. The design and layout allows for convenient car parking to be provided to all residents in a manner which does not result in unreasonable vehicular noise impacts.		
The proposal raises no further concern with respect to the layout and design of on-site car parking.		
Clause 55.04-1 Side and rear setbacks objective <ul style="list-style-type: none"> ▪ To ensure that the height and setback of a building from a boundary respects the existing or preferred neighbourhood character and limits the impact on the amenity of existing dwellings. 	Standard B17 A new building not on or within 200mm of a boundary should be set back from side or rear boundaries: <ul style="list-style-type: none"> ▪ 1 metre, plus 0.3 metres for every metre of height over 3.6 metres up to 6.9 metres, plus 1 metre for every metre of height over 6.9 metres. 	Variation sought to the standard and meets the objective.

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OBJECTIVE		STANDARD		LEVEL OF COMPLIANCE	
Assessment: The proposal fails to satisfy the prescribed setback requirements, owing to the west (side) setback of the Dwellings 1 and 2 first floor master bedrooms.					
The Dwelling 1 west (side) elevation is adjacent to a secluded private open space area. To satisfy the objective of Clause 55.04-1, a condition [Condition 1(j)] on any permit issued is to require the first floor envelope of Dwelling 1 to comply with Standard B17.					
The reduced first floor west (side) setback of the Dwelling 2 master bedroom is appropriate in this instance. A 0.17 metre variation is sought to the prescribed setback requirement; the first floor western wall is adjacent to land containing a substantial amount of garage wall on boundary. The adjacent areas on the adjoining properties to the west do not contain any sensitive areas of secluded private open space or habitable room windows. The miniscule variation sought satisfies the Objective of Clause 55.04-1 by respecting neighbourhood character and limiting impact on the amenity of existing dwellings.					
Maximum ground floor wall height	Minimum required setback	Minimum proposed setback	Maximum first floor wall height	Minimum required setback	Minimum proposed setback
3.6 metres (not including wall on boundary)	1 metre	1 metre (not including wall on boundary)	7.505 metres (Dwelling 1, west elevation)	2.595 metres	<u>2 metres (west)</u>
			7.72 metres (east elevation, Dwelling 1)	2.81 metres	4.166 metres (east)
			7.067 metres (Dwelling 2, east elevation)	2.157 metres	4.166 metres
			(6.5 metres, Dwelling 2 first floor, master bedroom, west/side setback)	1.87 metres	<u>1.7 metres</u>
Clause 55.04-2 Walls on boundaries objective ▪ To ensure that the location, length and height of a wall on a boundary respects the existing or preferred neighbourhood character and limits the impact on the amenity of existing dwellings.		Standard B18 A new wall constructed on or within 200mm of a side or rear boundary of a lot or a carport constructed on or within 1 metre of a side or rear boundary of lot should not abut the boundary: ▪ 10 m plus 25% of the remaining length of the boundary of an adjoining lot, or ▪ Where there are existing or simultaneously constructed walls or carports abutting the boundary on an abutting lot, the length of the existing or simultaneously constructed walls or carports, whichever is the greater.		Will comply with standard and objective subject to condition(s).	
Assessment: Dwelling 1: The Dwelling 1 garage wall on the west (side) boundary has an overall length of 7.103 metres, with a maximum height of less than 3.6 (3.275 metres) metres.					
Dwelling 3: The Dwelling 3 Bedroom 1 wall on the west (side) boundary has an overall length of 5.155 metres, with a maximum height of less than 3.6 metres (3.237 metres). The wall is partially constructed adjacent to a simultaneously constructed wall on boundary.					
Dwelling 3 has a 7 metre long garage wall on the east (side) boundary. The average and maximum wall heights have not been nominated. An assessment indicates the wall height achieves a maximum of 3.4 metres above natural ground level. This is considered acceptable in this instance given the non-sensitive interface the proposed garage is opposite.					

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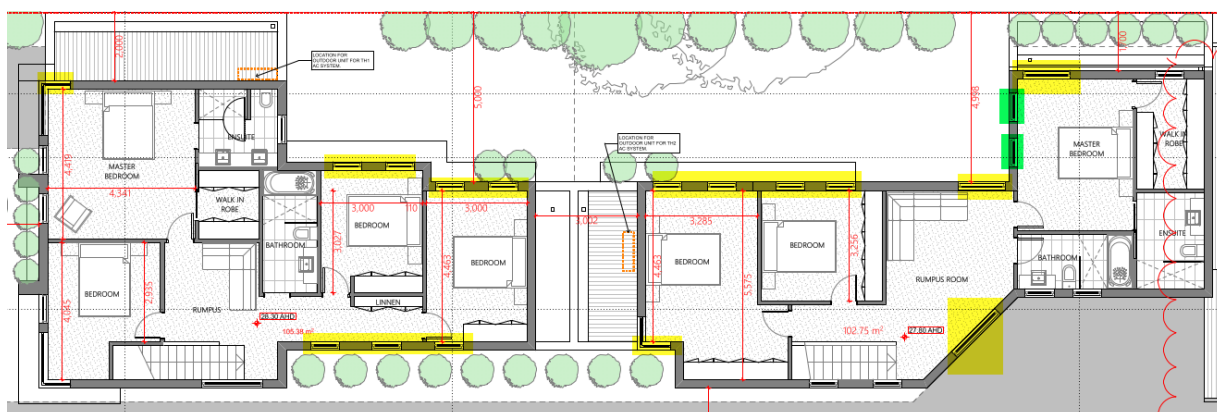
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OBJECTIVE	STANDARD	LEVEL OF COMPLIANCE
Standard B18 prescribes a maximum wall on boundary length of 21.216 metres. The proposal satisfies this requirement.		
Clause 55.04-3 Daylight to existing windows objective <ul style="list-style-type: none"> To allow adequate daylight into existing habitable room windows. 	Standard B19 Buildings opposite an existing habitable room window should provide for a light court to the existing window that has a minimum area of 3m ² and minimum dimension of 1m clear to the sky. Walls or carports more than 3m in height opposite an existing habitable room window should be set back from the window at least 50% of the height of the new wall if the wall is within a 55 degree arc from the centre of the existing window. The arc may be swung to within 35 degrees of the plane of the wall containing the existing window.	Complies with standard and objective.
Assessment: The proposal satisfies the prescriptive requirements of Standard B19 and will not have an unreasonable impact upon daylight to existing habitable room windows.		
Clause 55.04-4 North facing windows objective <ul style="list-style-type: none"> To allow adequate solar access to existing north-facing habitable room windows. 	Standard B20 Buildings should be setback 1m if an existing HRW is within 3m of the abutting lot boundary (add 0.6m to this setback for every metre of height over 3.6m and add 1m for every metre of height over 6.9m)	Complies with standard and objective.
Assessment: There are no north facing habitable room windows within three (3) metres of the subject site title boundaries.		
Clause 55.04-5 Overshadowing open space objective <ul style="list-style-type: none"> To ensure buildings do not significantly overshadow existing secluded private open space 	Standard B21 Where sunlight to the SPOS of an existing dwelling is reduced, at least 75%, or 40m ² with min. 3m, whichever is the lesser area, of the SPOS should receive a min of 5hrs of sunlight btw 9am and 3pm on 22 September. If existing sunlight to the SPOS of an existing dwelling is less than the requirements of this standard, the amount of sunlight should not be further reduced.	Will comply with standard and objective subject to condition(s).
Assessment: The shadow plans submitted under the original application were found to satisfy the requirements of Standard B21. No amended shadow plans have been provided as part of the Section 57A amendment. Having regard to the shadow plans forming part of the original application, and the extent of built form changes put forth under the Section 57A amendment, the amended proposal continues to satisfy the prescriptive requirements of Standard B21.		
Clause 55.04-6 Overlooking objective <ul style="list-style-type: none"> To limit views into existing secluded private open space and habitable room windows. 	Standard B22 A HRW, balcony, terrace, deck or patio should be located and designed to avoid direct views into the SPOS of an existing dwelling within 9m (refer to clause for exact specifications). Where within it should be either: <ul style="list-style-type: none"> Offset a minimum of 1.5m from the edge of one window to the edge of the other. Have sill heights of at least 1.7m above floor level. Have fixed, obscure glazing in any part of the window below 1.7m above floor level. Have permanently fixed external screens to at least 1.7m above floor level and be no more than 25% transparent. 	Will comply with standard and objective subject to condition(s).

OBJECTIVE	STANDARD	LEVEL OF COMPLIANCE
	Obscure glazing in any part of the window below 1.7 metres above floor level may be openable provided that there are no direct views as specified in this standard.	
	Screens used to obscure a view should be: <ul style="list-style-type: none"> ▪ Perforated panels or trellis with a maximum of 25% openings or solid translucent panels. ▪ Permanent, fixed and durable. ▪ Designed and coloured to blend in with the development. 	

Assessment: Habitable room windows highlighted yellow below are nominated to be screened in accordance with Standard B22. The two (2) master bedroom windows of Dwelling 2 highlighted green, overlook the adjoining secluded private open space to the west, where within the prescribed 9 metre, 45 degree arc:



A condition of any permit issued is to require the two (2) south (Follet Road facing) master bedroom windows to Dwelling 2, to be screened in accordance with Standard B22. **Condition 1(k)**

With regard to the ground floor, the finished floor level of each dwelling is less than 0.8 metres above natural ground level at the boundary. However, boundary fence heights along side and rear title boundaries has not been nominated.

A condition of any permit issued is to require the side and rear boundary fences, where opposite a ground floor habitable room window, a minimum height of 1.8 metres. Additional conditions are to require habitable room window openings nominated in accordance with Standard B22 and improved differentiation / contrasting of reference to obscure window glazing on the elevation plans, where required pursuant to Standard B22. **Condition 1 (l)**

Clause 55.04-7 Internal views objective <ul style="list-style-type: none"> ▪ To limit views into the secluded private open space and habitable room windows of dwellings and residential buildings within a development. 	Standard B23 Windows and balconies should be designed to prevent overlooking of more than 50% of the SPOS of a lower-level dwelling or residential building directly below and within the same development.	Complies with standard and objective.
Assessment: No unreasonable internal overlooking will occur.		
Clause 55.04-8 Noise impacts objectives <ul style="list-style-type: none"> ▪ To contain noise sources in developments that may affect existing dwellings. ▪ To protect residents from external noise. 	Standard B24 Noise sources should not be located near bedrooms of immediately adjacent existing dwellings. Noise sensitive rooms and SPOS of new dwellings and residential buildings should take account of noise sources on immediately adjacent properties.	Will comply with standard and objective subject to condition(s).

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OBJECTIVE	STANDARD	LEVEL OF COMPLIANCE
	Dwellings and residential buildings close to busy roads, railway lines or industry should be designed to limit noise levels in habitable rooms.	
Assessment: The proposal has taken into account any relevant surrounding noise sources and that proposed. Any future noise to be generated on site is considered normal in a residential context. Dwellings 1 and 2 are provided with external unit locations on the first floor plan. These are appropriately located away from sensitive interfaces. A condition of any permit issued will require the location(s) of any heating units to Dwellings 1 and 2, and any heating and cooling units to Dwelling 3. Condition 1 (o) and (p). All mechanical plant equipment is required to comply with the relevant Australian Standards/EPA guidelines in relation to noise emissions.		
Clause 55.05-1 Accessibility objective <ul style="list-style-type: none"> To encourage the consideration of the needs of people with limited mobility in the design of developments. 	Standard B25 The dwelling entries of the ground floor of dwellings and residential buildings should be accessible or able to be easily made accessible to people with limited mobility.	Complies with standard and objective.
Assessment: It is considered that the proposed layout and design of dwelling entries can accommodate for people of limited mobility. Excessive stepping elements are avoided at the point of entry and standard amenities are offered on the ground floor, including bedrooms to Dwelling 3.		
Clause 55.05-2 Dwelling entry objective <ul style="list-style-type: none"> To provide each dwelling or residential building with its own sense of identity. 	Standard B26 Entries to dwellings and residential buildings should: <ul style="list-style-type: none"> Be visible and easily identifiable from streets and other public areas. Provide shelter, a sense of personal address and a transitional space around the entry. 	Complies with standard and objective.
Assessment: The proposed entries to the dwellings are clearly visible from the public realm and internal accessway. The use of varied architectural features, external materials, colours and design features provide for individual dwelling identity that is easily recognised. A sense of personal address and transitional space around the entries is afforded through the supply of porches.		
Clause 55.05-3 Daylight to new windows objective <ul style="list-style-type: none"> To allow adequate daylight into new habitable room windows. 	Standard B27 HRW should be located to face: <ul style="list-style-type: none"> Outdoor space clear to the sky or a light court with a minimum area of 3m² and min. dimension of 1m clear to the sky or Verandah provided it is open for at least 1/3 of its perimeter, or A carport provided it has 2 or more open sides and is open for at least 1/3 of its perimeter. 	Complies with standard and objective.
Assessment: It is considered that all proposed windows allow for adequate solar access and natural daylight into primary and secondary living areas.		
Clause 55.05-4 Private open space objective <ul style="list-style-type: none"> To provide adequate private open space for the reasonable recreation and service needs of residents. 	Standard B28 GRZ3 – A dwelling or residential building should have POS consisting of: <ul style="list-style-type: none"> An area of 40m², with one part of the POS to consist of SPOS at the side or rear of the dwelling or residential building with a min. 40m², a min. dimension of 5m and convenient access from a living room. If a dwelling has more than 2 bedrooms an additional ground level POS area of 20m² with a minimum width of 3m is required to be provided for each additional bedroom, with a max. of 80m² of POS required for the dwelling. 	Variation sought to the standard and meets the objective.
Assessment: Dwelling 1: 39.93m ² of secluded private open space within the rear setback (5 metres wide), plus an additional 26.99m ² of private open space within the front setback. Dwelling 2: 64.27m ² of secluded private open space within the rear setback (5 metres wide).		

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OBJECTIVE	STANDARD	LEVEL OF COMPLIANCE
<p>Dwelling 3: 70.21m² of secluded private open space within the rear setback (of which 63m² is 5 metres wide, with the remainder being less than 3 metres wide).</p> <p>Dwelling 1 results in a marginal shortfall of 0.07m² to the required 40m² primary secluded private open space area. The decision guidelines require the responsible authority to consider the design response, the useability of the private open space, including its size and accessibility. The minor shortfall will not impact on the useability or accessibility of the secluded private open space and the broader objective of Clause 55.05-4 is met.</p>		
<p>Clause 55.05-5 Solar Access to Open Space</p> <ul style="list-style-type: none"> To allow solar access into the secluded private open space of new dwellings and residential buildings. 	<p>Standard B29</p> <p>The private open space should be located on the north side of the dwelling or residential building, if appropriate.</p>	Variation sought to the standard and meets the objective.
	<p>The southern boundary of secluded private open space should be set back from any wall on the north of the space at least (2 + 0.9h) metres, where 'h' is the height of the wall.</p>	Complies with standard and meets objective
<p>Assessment: No south facing secluded private open space is proposed as part of this development. SPOS areas of Dwellings 1 and 2 are considered appropriately located on the west side of the site, both with northern aspects.</p>		
<p>Clause 55.05-6 Storage objective</p> <ul style="list-style-type: none"> To provide adequate storage facilities for each dwelling. 	<p>Standard B30</p> <p>Each dwelling should have convenient access to at least 6 cubic metres of externally accessible, secure storage space.</p>	Will comply with standard and objective subject to condition(s).
<p>Assessment: Secure storage areas have been provided for each dwelling within their respective garages and/or secluded private open space. Dwellings 2 and 3 are provided with a minimum 6 cubic metres, while Dwelling 1 is provided with 4 cubic metres. A condition of any permit issued is to require the prescribed 6 cubic metres of externally accessible storage be provided to Dwelling 1. Condition 1 (h).</p>		
<p>Clause 55.06-1 Design Detail objective</p> <ul style="list-style-type: none"> To encourage design detail that respects the existing or preferred neighbourhood character 	<p>Standard B31</p> <p>The design of buildings, including:</p> <ul style="list-style-type: none"> Facade articulation and detailing Window and door proportions, Roof form, and Verandahs, eaves and parapets, <p>should respect the existing or preferred neighbourhood character. Garages and carports should be visually compatible with the development and the existing or preferred neighbourhood character.</p>	Complies with standard and objective.
<p>Assessment: The proposed development is generally consistent with the existing and evolving nature of the surrounding residential area within this part of Cheltenham. The design and siting of the proposal ensures that the development will not result in unreasonable amenity impacts to surrounding properties, subject to the inclusion of conditions on any permit issued as discussed throughout this report. This is further reinforced by achieving substantial compliance with the standards and objectives of Clause 55 (subject to conditions).</p> <p>The use of material and design detail is reflective of emerging building forms in the surrounding area, whilst providing architectural reference to the existing housing stock. The design of the proposal, including the mix of traditional and modern forms, and the car parking facilities, are sited and designed to ensure that they are visually compatible with the development and neighbourhood character.</p> <p>Landscaping, coupled with façade articulation and architectural external finishes alleviates excessive hard surfacing. This will be further improved by way of recommended conditions. It is concluded that the proposal has been considered to produce a policy driven, site responsive design drawing upon existing design features of the broader locality, whilst addressing site constraints.</p>		
	Standard B32	

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OBJECTIVE	STANDARD	LEVEL OF COMPLIANCE
Clause 55.06-2 Front fences objective <ul style="list-style-type: none"> To encourage front fence design that respects the existing or preferred neighbourhood character. 	<p>The design of front fences should complement the design of the dwelling or residential building and any front fences on adjoining properties.</p> <p>Schedule to GRZ3: A front fence within 3m of a street should not exceed: 2m for streets in a RDZ1 or 1.2m for other streets</p>	Complies with standard and objective.
Assessment: A 0.6 metre high front fence and feature planter box is proposed, which is consistent with the trend of front fencing heights in the immediate area and meets the standard.		
Clause 55.06-3 Common property objectives <ul style="list-style-type: none"> To ensure that communal open space, car parking, access areas and site facilities are practical, attractive and easily maintained. To avoid future management difficulties in areas of common ownership. 	<p>Standard B33 Developments should clearly delineate public, communal and private areas.</p> <p>Common property, where provided, should be functional and capable of efficient management.</p>	Complies with standard and objective.
Assessment: Where common property is proposed, it is functional, well-designed and capable of efficient management through an owner's corporation arrangement.		
Clause 55.06-4 Site services objectives <ul style="list-style-type: none"> To ensure that site services can be installed and easily maintained. To ensure that site facilities are accessible, adequate and attractive. 	<p>Standard B34 Dwelling layout and design should provide sufficient space and facilities for services to be installed and maintained efficiently and economically.</p> <p>Bin and recycling enclosures, mailboxes and other site facilities should be adequate in size, durable, waterproof and blend in with the development.</p>	Will comply with standard and objective subject to condition(s).
Assessment: It is understood that all the facilities required for the development can be accommodated within the development. Site services such as clotheslines have been nominated on the respective plans and located appropriately. A condition of any permit issued is to require the provision of a mailbox to each dwelling. A condition is also to require the Dwelling 1 bin storage area to be relocated within the garage or secluded private open space of the dwelling. Condition 1(b) and (c).		

12.0 RESPONSE TO GROUNDS OF OBJECTIONS

12.1 The objector concerns have largely been addressed in the body of this report; additional comments are provided below:

Ground(s)	Response
Neighbourhood character / roof form.	<p>Please refer to the neighbourhood character assessment at Clause 55.02-1, Standard B1, for further discussion on the proposal's acceptability from a neighbourhood character perspective.</p> <p>The proposal, subject to conditions, presents a roof form that is responsive to both the existing and emerging patterns in the street and wider area.</p>
Increased density.	<p>Overdevelopment and density are a commonly used expressions to dismiss development proposals which seek to remove existing buildings and introduce new built form into neighbourhoods. An assessment against the Planning Policy Framework, the Kingston Planning Scheme and, in this case, the objectives and standards of Clause 55 and Schedule 3 to the General Residential Zone, demonstrate the proposal</p>

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	is not an overdevelopment despite being more intensive than what existed before. An assessment against these relevant matters is detailed throughout this report.
Front setback.	Please refer to the Clause 55.03-1, Standard B6, assessment earlier in this report.
Visual bulk.	Within the site, the side and rear setbacks are generally well thought out and compliant with Standard B17, subject to conditions as discussed earlier in this report. The side and rear boundary setbacks, coupled with the varied materials and articulation, results in a bulk and scale that should not unreasonably impact adjoining properties through visual bulk.
Privacy / overlooking.	Please refer to the Clause 55.04-6, Standard B22, assessment earlier in this report.
Overshadowing.	Please refer to the Clause 55.04-5, Standard B21, assessment earlier in this report.
Parking and traffic concerns.	The proposal meets the prescribed car parking requirements. Please refer to the Clause 52.06 (Car Parking) assessment earlier in this report.
Secluded private open space provisions.	Please refer to the Clause 55.05-4, Standard B28, assessment earlier in this report.
Impacts to existing vegetation.	Please refer to the discussion throughout this report and Clause 55.03-8, Standard B13, assessment earlier in this report.
Devaluation of property.	The Victorian Civil and Administrative Tribunal has consistently found that property values are speculative and not a planning matter. Fluctuations in property prices are not a relevant consideration in assessing an application under the provisions of the <i>Planning and Environment Act 1987</i> or the Kingston Planning Scheme.
Boundary fence replacement and cost bearing.	Pursuant to the <i>Planning and Environment Act 1987</i> and Kingston Planning Scheme, this concern falls outside of the scope of planning considerations.
Damage to structures on adjoining property.	<p>Building work can sometimes affect adjoining properties. An owner who is proposing building work has obligations under the <i>Building Act 1993</i> to protect adjoining property from potential damage from their work. If building work is close to or adjacent to adjoining property boundaries, then the relevant building surveyor may require the owner to carry out protection work in respect of that adjoining property. This is to ensure that the adjoining property is not affected or damaged by the proposed building work.</p> <p>Protection work provides protection to adjoining property from damage due to building work. It includes, but is not limited to, underpinning of adjoining property footings, including vertical support, lateral support, protection against variation in earth pressures, ground anchors, and other means of support for the adjoining property. This process is not controlled or overseen via the planning permit process and regulations. It is a matter addressed at the building permit stage.</p>
Connections to on-street power poles.	The proposal will make use of existing infrastructure servicing the site. The developer will be responsible for upgrading this infrastructure, if necessary, to accommodate the development.

13.0 CONCLUSION

- 13.1 On balance, the proposal is considered to substantially comply with the relevant planning policy and therefore should be supported.

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

15.0 RECOMMENDATION

- 15.1 That Council determine to support the proposal and issue a notice of decision to grant a planning permit for the construction of two (2) double storey dwellings and a single storey dwelling, at 49 Follett Road, Cheltenham subject to the following conditions:

Amended Plans

1. Before the development starts, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale. The plans must be substantially in accordance with the amended plans prepared by Grove Architecture, project number 21103, Revision G, dated 11 October 2022, submitted to Council on 20 October 2022, but modified to show:
 - a. An elevation plan of the front fence and planter box, which provides details of its style, height and materials.
 - b. A mailbox for each dwelling.
 - c. The bin storage area of Dwelling 1 relocated within the garage or secluded private open space of the dwelling.
 - d. Surface material of all driveways, accessways and car parking spaces nominated in all-weather coloured concrete sealcoat, or similar.
 - e. A longitudinal section of the reverse fall driveway with levels and grades to AHD, and designed in accordance with Clause 52.06 of the Kingston Planning Scheme.
 - f. Vehicle crossovers constructed at a 90 degree alignment with the kerb on Follett Road and all internal driveways to align with the existing or proposed vehicle crossover.
 - g. Finished driveway levels noted on the ground floor plan.
 - h. A minimum of 6 cubic metres of externally accessible storage space for Dwelling 1.
 - i. The roof form of Dwelling 1 amended to incorporate skillion roofing.
 - j. The first floor setback of Dwelling 1 to the western boundary compliant with Standard B17 of Clause 55.04-1 of the Kingston Planning Scheme.
 - k. The first floor south-facing windows of the master bedroom in Dwelling 2 designed in accordance with Standard B22 of Clause 55.04-6 of the Kingston Planning Scheme.
 - l. The side and rear boundary fences, where opposite a ground floor habitable room window, a minimum of 1.8 metres in height.
 - m. Habitable room window openings nominated and, where relevant, in accordance with Standard B22 of Clause 55.04-6 of the Kingston Planning Scheme.
 - n. Improved distinction between obscure window glazing and unobscured windows on the elevation plans, where required pursuant to Standard B22.
 - o. The location of external heating units to Dwellings 1 and 2.

- p. The location of external heating and cooling units to Dwelling 3.
- q. A full colour palette, finishes and building materials schedule for all external elevations and driveways of the development.
- r. A landscape plan in accordance with the submitted landscape plan prepared by Faulkner and Chapman (2 March 2022) and, with such plans to be prepared by a suitably qualified landscape professional to the satisfaction of the Responsible Authority and modified to include:
 - i. The re-location of the concrete stepping stone path cutting through front setback to provide pedestrian access along the front of the Dwelling 1 via the driveway.
 - ii. One (1) additional canopy tree planted in the front setback of Dwelling 1, capable of growing to minimum mature dimensions of 10 metres in height and 6 metres in width, with the species chosen to be approved by the Responsible Authority.
 - iii. Patio surfaces within proximity of proposed canopy trees, within the secluded private open space areas, to be permeable.
 - iv. The location of any tree protection measures accurately drawn to scale and labelled.
- s. The location of tree protection measures illustrated to scale and labelled on the ground floor plan.
- t. All relevant commitments identified within the sustainable design assessment, required under condition 9 of this permit.

Endorsed Plans

- 2. The development as shown on the endorsed plans must not be altered without the prior written consent of the Responsible Authority.
- 3. The landscaping shown on the endorsed plans must be maintained to the satisfaction of the Responsible Authority, including that any dead, diseased or damaged plants are to be replaced.

Tree Protection Zones

- 4. Tree protection fencing and/or ground protection is to be established around the tree protection zone of neighbouring trees, where the tree protection zone extends into the subject site prior to demolition and maintained until all works on site are complete and:
 - a) The fencing is to be a 1.8-metre-high temporary fence constructed using steel or timber posts fixed in the ground or to a concrete pad, with the fence's side panels to be constructed of cyclone mesh wire or similar strong metal mesh or netting.
 - b) The ground protection is to be a 100mm layer of mulch overlaid with timber boards.
 - c) The fencing and/or ground protection for the neighbouring trees is to encompass the tree protection zone (TPZ).
- 5. Any new post holes for boundary fences must be hand dug and re-located if roots greater than 40mm are found. If required, roots that are less than 40mm in diameter can be cut with clean, sharp tools. Any roots greater than 40mm in diameter to be retained without disturbance.

Drainage and Water Sensitive Urban Design

- 6. Unless with the prior written consent of the Responsible Authority, before the development commences, the following integrated stormwater management documents must be prepared, by a suitably qualified person, to the satisfaction of the Responsible Authority.
 - a. Stormwater management/drainage (drainage) plan(s) must be prepared, with supporting computations, showing the stormwater (drainage) works to the nominated

- point of discharge. The plan(s) must show all details of the proposed stormwater (drainage) works including all existing and proposed features that may have impact on the stormwater (drainage) works, including landscaping details.
- b. The stormwater management (drainage) plan must address the requirements specified within Council's "Civil Design requirements for Developers – Part A: Integrated Stormwater Management".
 - c. A STORM modelling report with results demonstrating water sensitive urban design treatments that achieve Victorian best practice objectives with a minimum 100% rating must be provided as part of the stormwater management (drainage) plan to the satisfaction of the Responsible Authority. These may include the use of an infiltration or bio-retention system, rainwater tanks connected for reuse, or other treatments to the satisfaction of the Responsible Authority.
7. The water sensitive urban design treatments as per conditions 6(a), (b) and (c) above must be implemented on-site, unless an alternative agreement for stormwater quality in-lieu contribution is reached with the Responsible Authority.
8. Stormwater/drainage works must be implemented in accordance with the approved stormwater management/drainage plan(s) and to the satisfaction of the Responsible Authority including the following:
- a. All stormwater/drainage works must be provided on the site so as to prevent overflows onto adjacent properties.
 - b. The implementation of stormwater/drainage detention system(s) which restricts stormwater discharge to the maximum allowable flowrate of 7.8L/s.
 - c. All stormwater/drainage works must be maintained to the satisfaction of the Responsible Authority.

Sustainable Design Assessment

9. Prior to the endorsement of the plans required pursuant to condition 1 of this permit, the provision of an amended sustainable design assessment (SDA) to be prepared by a suitably qualified professional must be submitted to and approved by the Responsible Authority. The amended sustainable design assessment (and revised plans as relevant) must:
- a. Achieve a minimum 50% overall score and minimum in Energy (50%), Water (50%), IEQ (50%) and Stormwater (100%) categories in BESS.
 - b. Provide heating and cooling systems at a 4-star minimum or equivalent.
 - c. Nominate on plans instantaneous gas 5-star selection.
 - d. Specify all external lighting to be controlled by a motion detector.
 - e. Provide clothes dryers to each dwelling nominated.
 - f. Nominate maximum illumination power density of 4W/m² in each dwelling.
 - g. Provide a solar PV system.
 - h. Indicate on plans permeable and impermeable surfaces.
 - i. Amend elevation plans to reflect effective ventilation to all habitable rooms.
 - j. All dwellings to have accessible openable glazing sections to windows to the upper floor of the stairs.
 - k. All bathrooms and ensuites have an openable window or skylight or exhaust fans with humidity sensors.
 - l. Provide daylight access to all garages via a skylight, glazed door to the private open space or glazed garage door panels.

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- m. Annotate on plans specifying double glazing to all living areas and bedrooms.
- n. Commit to the use of low VOC paints, sealants, adhesives and flooring and E0-grade engineered wood products (e.g. MDF, plywood, engineered-wood flooring).
- o. Provide option for installation of electric vehicle charge points with appropriate electrical provisions to each garage.
- p. Provide bin space for food organics and garden organics.
- q. Ensure at least 70% of construction and demolition waste is reused or recycled / diverted from landfill.
- r. For the non-visible flat roofs and exposed concrete driveway, specify high SRI paints and materials (SRI>50) to help mitigate the urban heat island effect.

Or to the satisfaction of the Responsible Authority.

Infrastructure and Road Works

- 10. Property boundary and footpath levels must not be altered without the prior written consent from the Responsible Authority.
- 11. Any reinstatements and vehicle crossings are to be constructed to the satisfaction of the Responsible Authority.
- 12. The replacement of all footpaths, including offsets, must be constructed to the satisfaction of the Responsible Authority.
- 13. Any redundant vehicle crossings must be removed (including redundant portions of vehicle crossings) to the satisfaction of the Responsible Authority.
- 14. All front and side fences must be contained wholly within the title property boundaries of the subject land.

General Amenity

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

Completion of Works

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

Permit Expiry

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

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

- Note:** Environment Protection Authority (EPA) Victoria set out the requirements pertaining to site construction hours and permissible noise levels.
- Note:** Prior to the commencement of the development you are required to obtain the necessary Building Permit.
- Note:** The applicant/owner must provide a copy of this planning permit to any appointed Building Surveyor. It is the responsibility of the applicant/owner and Building Surveyor to ensure that all building development works approved by any building permit is consistent with the planning permit.
- Note:** The applicant/owner must provide a copy of this planning permit and any endorsed plans to any external contractor to ensure that all trees to be retained on site are protected during any works.
- Note:** Before removing / pruning any vegetation from the site, the applicant or any contractor engaged to remove any vegetation, should consult Council's Vegetation Management Officer to verify if a Local Laws Permits is required for the removal of such vegetation.
- Note:** Any landscape plan prepared in accordance with conditions must comply with Council's Landscape Checklist.
- Note:** The allocation of street numbering and addressing of properties is vested in Council. Any reference to addressing or dwelling/unit/apartment and street numbers or street names on any endorsed plan is indicative only. The onus is on the Permit Applicant/Land Owner to contact Council's Property Data Department to determine the official dwelling/unit/apartment street numbers, street name details and the like for the approved development.
- If the Permit Applicant/Land Owner adopts the street numbering or addressing from the endorsed plans, or where advertising and/or sales transact (off the plan) prior to Council's official allocation of the street numbering and addressing, it will be viewed to be non-compliant with the guideline and standard applied (Australian/New Zealand Standard for Rural and Urban Addressing / AS/NZS 4819:2011).
- Note:** The owner(s), occupiers and visitors of the development allowed by this permit may not be eligible for Council resident or visitor parking permits.

Appendices

Appendix 1 - KP-2021/885 - 49 Follett Road, CHELTENHAM VIC 3192 - Considered Plans (Ref 22/351611) 

Author/s: Tim Yildirim, Statutory Planner
Reviewed and Approved By: Alfred Carnovale, Planning Appeals Coordinator
Nikolas Muhllechner, A/Manager City Development

8.1

KP-2021/885 - 49 FOLLETT ROAD, CHELTENHAM

1	KP-2021/885 - 49 Follett Road, CHELTENHAM VIC 3192 - Considered Plans	39
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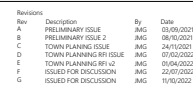
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Drawing
COVER PAGE
Drawing Number
TP000
Project Status
TOWN PLANNING
Scale 1:50

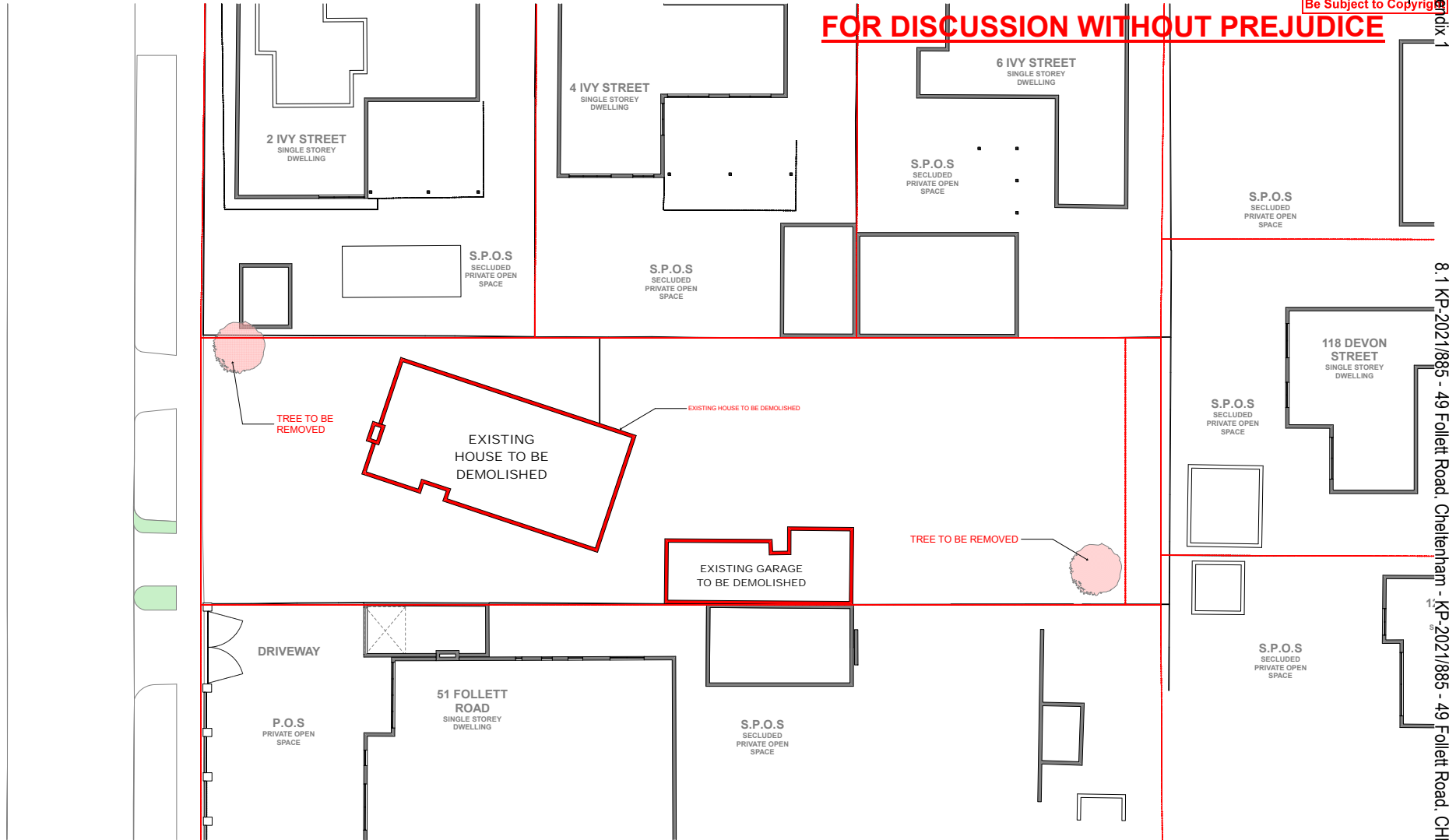


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Drawing
SITE PLAN EXISTING
Drawing Number
TP00
Project Status
TOWN PLANNING
Scale 1:50

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DEMOLITION PLAN
SCALE 1:100 @ A1 1:200@A3

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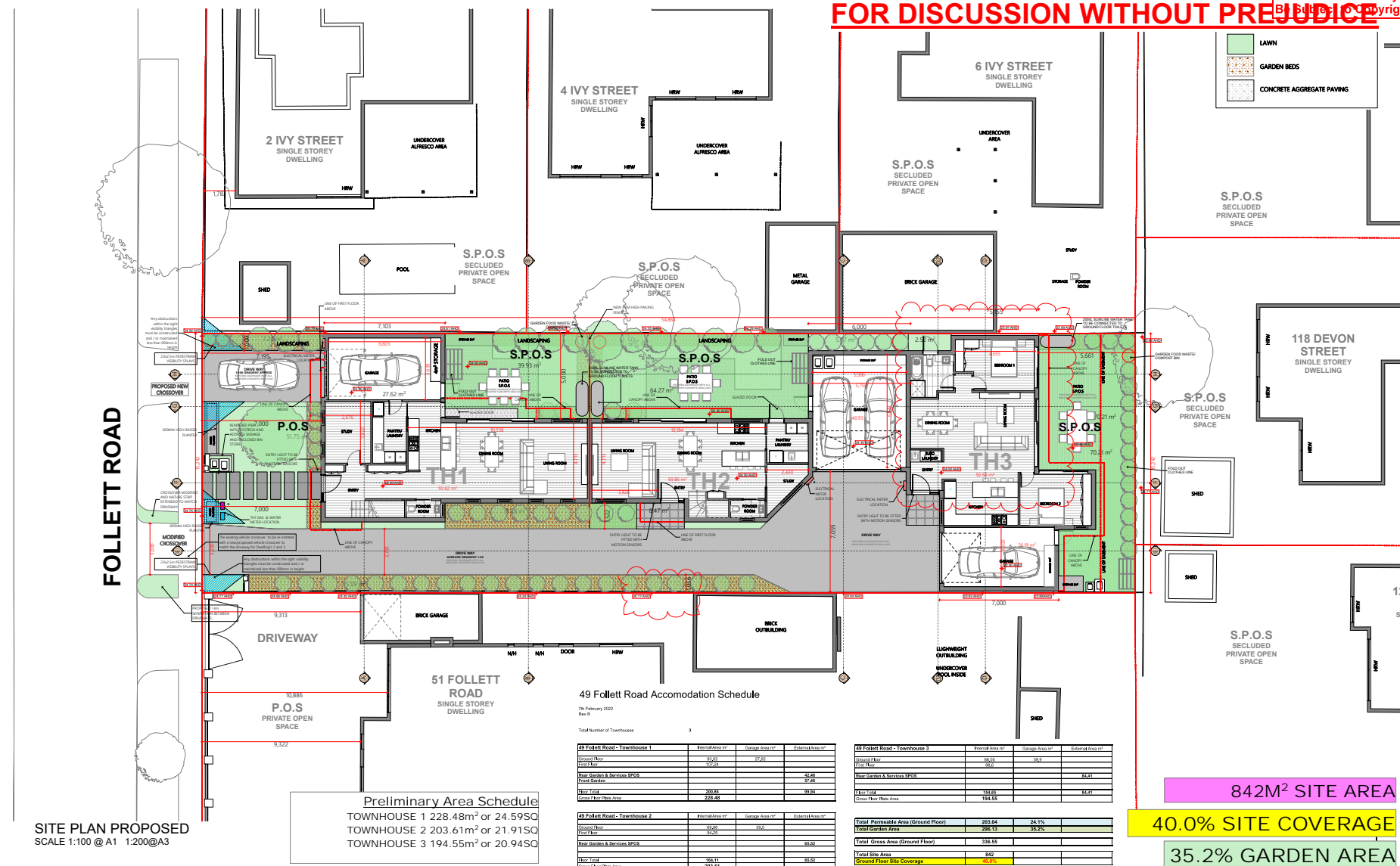
Rev	Description	By	Date
A	PRELIMINARY ISSUE 1	JMS	08/09/2021
B	PRELIMINARY ISSUE 2	JMS	08/10/2021
C	TOWN PLANNING ISSUE	JMS	24/11/2021
D	TOWN PLANNING RPT ISSUE	JMS	07/02/2022
E	TOWN PLANNING RPT-12	JMS	01/04/2022
F	ISSUED FOR DISCUSSION	JMS	22/07/2022
G	ISSUED FOR DISCUSSION	JMS	19/10/2022

Project
NEW TOWNHOUSE DEVELOPMENT
49 FOLLETT ROAD
CHELTENHAM 3192
VIC
Project Number
21103

Drawing
DEMOLITION PLAN
Drawing Number
TP01
Project Status
TOWN PLANNING
Scale 150

Revision

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Revisions			
Rev	Description	By	Date
A	PRELIMINARY ISSUE	JMG	03/09/2021
B	PRELIMINARY ISSUE 2	JMG	08/10/2021
C	TOWN PLANNING ISSUE	JMG	24/11/2021
D	TOWN PLANNING RFI ISSUE	JMG	07/02/2022
E	TOWN PLANNING RFI v2	JMG	05/04/2022
F	ISSUED FOR DISCUSSION	JMG	22/07/2022
G	ISSUED FOR DISCUSSION	JMG	11/10/2022

49 Foltlett Road - Townhouse 3	Internal Area m²	Garage Area m²	External Area m²
Ground Floor	66.06	19.0	
First Floor	69.0		
Rear Garden & Services SPDS			56.41
Floor Total	134.06		56.41
Ground Floor Plus Area	194.55		

Total Permeable Area (Ground Floor)	203.04	24.1%
Total Garden Area	296.13	35.2%
Total Gross Area (Ground Floor)	336.55	
Total Site Area	842	
Ground Floor Site Coverage	46.0%	

Project
NEW TOWNHOUSE DEVELOPMENT
49 FOLLETT ROAD
CHELTENHAM 3192
VIC
Project Number

Drawing
SITE PLAN GROUND FLOOR
Drawing Number
TP02
Project Status
TOWN PLANNING

8.1 KP-2021/885 - 49 Follett Road, Cheltenham - KP-2021/885 - 49 Follett Road, CHELTENHAM VIC 3192





Preliminary Area Schedule	
TOWNHOUSE 1	228.48m ² or 24.59SQ
TOWNHOUSE 2	203.61m ² or 21.91SQ
TOWNHOUSE 3	194.55m ² or 20.94SQ

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F	ISSUED FOR DISCUSSION	JMG	22/07/2022
G	ISSUED FOR DISCUSSION	JMG	11/10/2022

	By	Date	Project NEW TO
	JMG	03/09/2021	
	JMG	08/10/2021	49 FOLL CHELTEN VIC
	JMG	24/11/2021	
	JMG	07/02/2022	
	JMG	01/04/2022	
	JMG	22/07/2022	Project N
	JMG	11/10/2022	21103

Project
NEW TOWNHOUSE DEVELOPMENT
49 FOLLETT ROAD
CHELTENHAM 3192
VIC
Project Number

Drawing
GROUND FLOOR PLAN A
Drawing Number
TP04A
Project Status
TOWN PLANNING
Scale 1:50

G

S.P.O.S
SECLUDED
PRIVATE OPEN
SPACE

S.P.O.S
SECLUDED
PRIVATE OPEN
SPACE

METAL
GARAGE
GARAGE

842M² SITE AREA

40.0% SITE COVERAGE

35.2% GARDEN AREA

Preliminary Area Schedule
TOWNHOUSE 1 228.48m² or 24.59SQ
TOWNHOUSE 2 203.61m² or 21.91SQ
TOWNHOUSE 3 194.55m² or 20.94SQ

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Revisions	
Rev	Description
A	PRELIMINARY ISSUE
B	PRELIMINARY ISSUE 2
C	TOWN PLANING ISSUE
D	TOWN PLANNING RFI IS
E	TOWN PLANNING RFI v2
F	ISSUED FOR DISCUSSION
G	ISSUED FOR DISCUSSION

By	Date
JMG	03/09/20
JMG	08/10/20
JMG	24/11/20
JMG	07/02/20
JMG	01/04/20
JMG	22/07/20
JMG	11/10/20

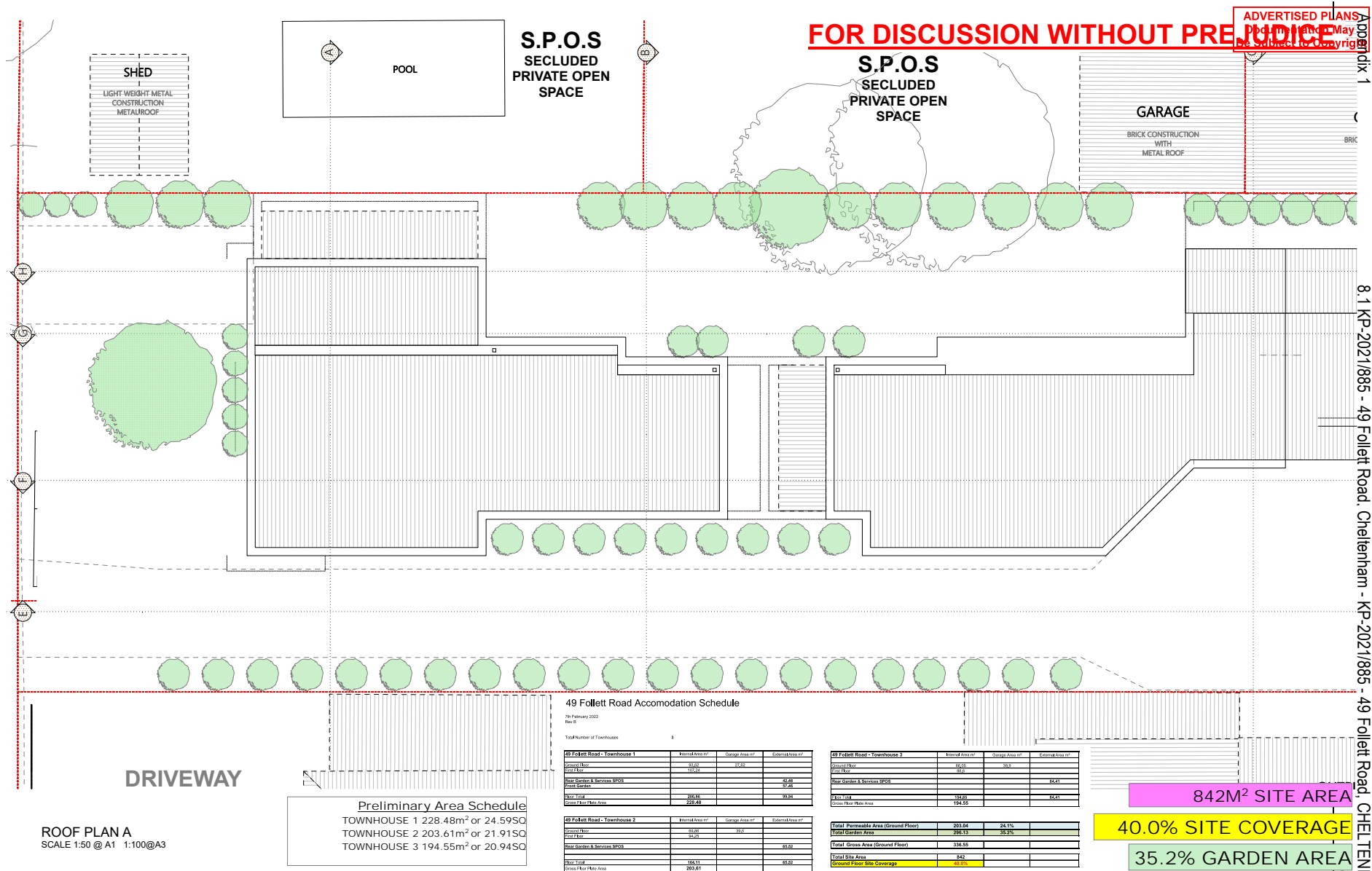
49 Follett Road - Townhouse 3	Internal Area m ²	Garage Area m ²	External Area m ²
Ground Floor	66.05	20.0	
First Floor	89.6		
Rear Garden & Services SPO5			64.41
1st Floor Total	154.65		64.41
Gravel Floor Plate Area	194.55		

Total Permeable Area (Ground Floor)	203.04	24.1%	
Total Garden Area	296.13	35.2%	
Total Gross Area (Ground Floor)	336.55		
Total Site Area	842		
Ground Floor Site Coverage	40.0%		

Project
NEW TOWNHOUSE DEVELOPMENT
49 FOLLETT ROAD
CHELTENHAM 3192
VIC

Project Number
21103

Drawing
FIRST FLOOR PLAN A
Drawing Number
TP05A
Project Status
TOWN PLANNING
Scale 1:50



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Email: info@grovearchitect.com.au
Website: www.grovearchitect.com.au

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49 Follett Road Accommodation Schedule

7th February 2022
Rev 0

Total Number of Townhouses 3

49 Follett Road - Townhouse 1	Internal Area m ²	Garage Area m ²	External Area m ²
Ground Floor	122.48	10.42	
1st Floor	203.61		
New Garden & Services SPOS			12.48
Pool Garden			17.48
Area Total	326.09		29.96
Gross Floor Plate Area	326.09		

49 Follett Road - Townhouse 2	Internal Area m ²	Garage Area m ²	External Area m ²
Ground Floor	122.48	10.42	
1st Floor	203.61		
New Garden & Services SPOS			12.48
Pool Garden			17.48
Area Total	326.09		29.96
Gross Floor Plate Area	326.09		

49 Follett Road - Townhouse 3	Internal Area m ²	Garage Area m ²	External Area m ²
Ground Floor	122.48	10.42	
1st Floor	203.61		
New Garden & Services SPOS			12.48
Pool Garden			17.48
Area Total	326.09		29.96
Gross Floor Plate Area	326.09		

Total Permissible Area (Ground Floor)	368.04	24.1%
Total Garden Area	296.13	35.2%
Total Gross Area (Ground Floor)	336.55	
Total Site Area	842	
Ground Floor Site Coverage	40.0%	

Revisions	Description	By	Date
A	PRELIMINARY ISSUE	AMS	03/03/2021
B	PRELIMINARY ISSUE 2	AMS	08/10/2021
C	TOWN PLANNING ISSUE	AMS	24/11/2021
D	TOWN PLANNING RFI ISSUE	AMS	07/02/2022
E	TOWN PLANNING RFI-2	AMS	01/04/2022
F	ISSUED FOR DISCUSSION	AMS	22/07/2022
G	ISSUED FOR DISCUSSION	AMS	19/10/2022

Project:
NEW TOWNHOUSE DEVELOPMENT
49 FOLLETT ROAD
CHELTENHAM 3192
VIC
Project Number:
21103

Drawing:
ROOF PLAN A
Drawing Number:
TP06A
Project Status:
TOWN PLANNING
Scale: 1:50

Revision

Considered Plans
8.1 KP-2021/885 - 49 Follett Road, Cheltenham - KP-2021/885 - 49 Follett Road, CHELTENHAM VIC 3192

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ADVERTISED PLANS
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8.1 KP-2021/885 - 49 Follett Road, Cheltenham - KP-2021/885 - 49 Follett Road, CHELTENHAM VIC 3192

FOR DISCUSSION WITHOUT PREJUDICE

.O.S
DUED
THE OPEN
FACE

S.P.O.S
SECLUDED
PRIVATE OPEN
SPACE

Garage

BRICK CONSTRUCTION
WITH
METAL ROOF

GARAGE

BRICK CONSTRUCTION
WITH
METAL ROOF

ROOF PLAN B
SCALE 1:50 @ A1 1:100@A3

Preliminary Area Schedule

TOWNHOUSE 1 228.48m² or 24.59SQ
TOWNHOUSE 2 203.61m² or 21.91SQ
TOWNHOUSE 3 194.55m² or 20.94SQ

49 Follett Road Accomodation Schedule

The following table shows the results of the regression analysis for the dependent variable "Perceived organizational support" (Table 1). The model explains 41% of the variance in perceived organizational support. The independent variables are: "Organizational commitment" (beta = 0.38, p < 0.001), "Organizational trust" (beta = 0.25, p < 0.001), "Organizational justice" (beta = 0.18, p < 0.001), and "Organizational identification" (beta = 0.10, p < 0.001). The model is significant (F(4, 156) = 10.12, p < 0.001).

Rev B

40 Falckett Road - Townhouse 1			
	Internal Area m ²	Garage Area m ²	External Area m ²
Grass Area			47.40
Hard Road	100.00		
	100.00		
Rear Garden & Services SPOD			42.40
Front Garden			17.40
Hard Road	200.00		39.20
Grass & Hard Paved Area	220.40		

40 Falckett Road - Townhouse 2			
	Internal Area m ²	Garage Area m ²	External Area m ²
Grass Area			30.40
Hard Road	100.00		
	100.00		
Rear Garden & Services SPOD			61.00
Hard Road	160.10		61.00
Grass & Hard Paved Area	260.10		

Parcel Name	Impervious Area (sf)	Grass Area (sf)	Existing Area (sf)
10 Follett Road - Townhouse 3			
Ground Floor	16,020	104	
Garage Floor	304		
Rear Garden & Services SPDS			84,613
Other Use	124,800		84,613
Grass Floor Paved Area	194,500		
Total Permeable Area (Ground Floor)	203,04	24.1%	
Total Garden Area	296,13	35.2%	
Total Grass Area (Ground Floor)	136.56		
Total Site Area	842		
Ground Floor Site Coverage	30.07%		

842M² SITE AREA

40.0% SITE COVERAGE

35.2% GARDEN AREA

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Revisions			
Rev	Description	By	Date
A	PRELIMINARY ISSUE	JMG	03/09/2022
B	PRELIMINARY ISSUE 2	JMG	08/10/2022
C	TOWN PLANNING ISSUE	JMG	24/11/2022
D	TOWN PLANNING RFI ISSUE	JMG	07/02/2023
E	TOWN PLANNING RFI v2	JMG	09/04/2023
F	ISSUED FOR DISCUSSION	JMG	22/07/2023
G	ISSUED FOR DISCUSSION	JMG	11/10/2023

By	Date
IMG	03/09/2021
IMG	08/10/2021
IMG	24/11/2021
IMG	07/02/2022
IMG	01/04/2022
IMG	22/07/2022
IMG	11/10/2022

Project
NEW TOWNHOUSE DEVELOPMENT
49 FOLLETT ROAD
CHELTENHAM 3192
VIC
Project Number
21103

Drawing
ROOF PLAN B
Drawing Number
TP06B
Project Status
TOWN PLANNING
Scale 1/50

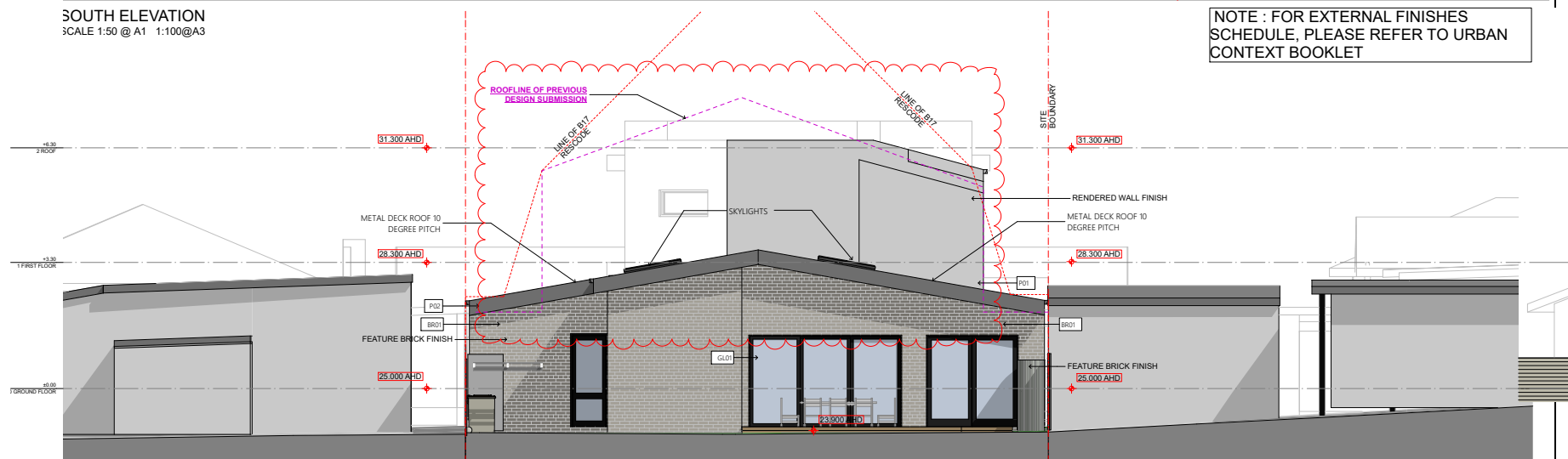
Researcher's name

FOR DISCUSSION WITHOUT PREJUDICE



SOUTH ELEVATION
SCALE 1:50 @ A1 1:100@A3

NOTE : FOR EXTERNAL FINISHES
SCHEDULE, PLEASE REFER TO URBAN
CONTEXT BOOKLET



NORTH ELEVATION
SCALE 1:50 @ A1 1:100@A3

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Revisions			
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E	TOWN PLANNING RFI v2	JMG	01/04/2022
F	ISSUED FOR DISCUSSION	JMG	22/07/2022
G	ISSUED FOR DISCUSSION	JMG	11/10/2022

Project
NEW TOWNHOUSE DEVELOPMENT
49 FOLLETT ROAD
CHELTENHAM 3192
VIC
Project Number
21103

Drawing
ELEVATIONS
Drawing Number
TP07
Project Status
TOWN PLANNING
Scale 1:50

1.100 @ A2

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Revisions	Description	By	Date
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B	PRELIMINARY ISSUE 2	JMS	08/10/2021
C	TOWN PLANNING ISSUE	JMS	24/11/2021
D	TOWN PLANNING ISSUE	JMS	07/02/2022
E	TOWN PLANNING ISSUE	JMS	09/04/2022
F	ISSUED FOR DISCUSSION	JMS	22/07/2022
G	ISSUED FOR DISCUSSION	JMS	19/10/2022

Project
NEW TOWNHOUSE DEVELOPMENT
49 FOLLETT ROAD
CHELTENHAM 3502
VIC

Project Number
21103

Drawing
ELEVATIONS 2
Drawing Number
TP08
Project Status
TOWN PLANNING
Scale 1:50

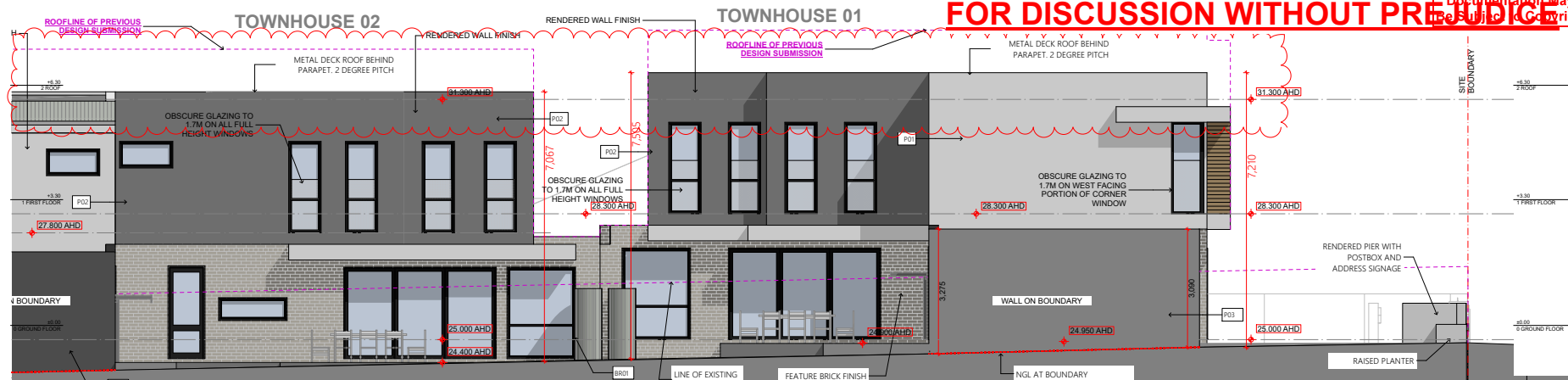
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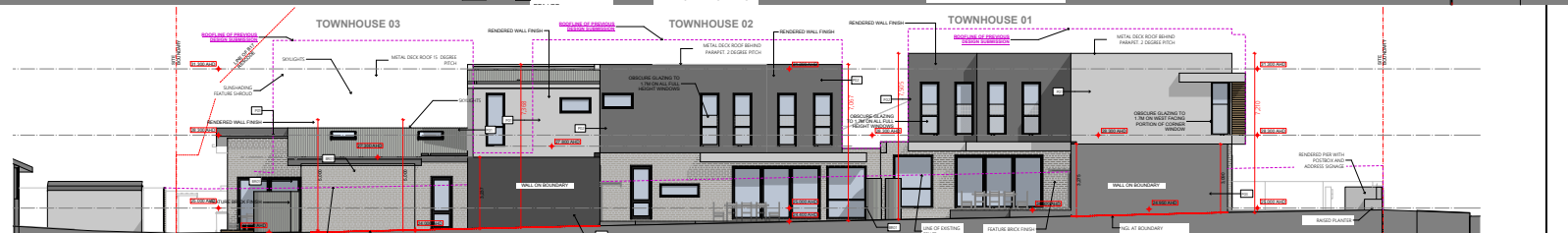
Considered Plans

8.1 KP-2021/1885 - 49 Follett Road, Cheltenham - KP-2021/1885 - 49 Follett Road, CHELTENHAM VIC 3192

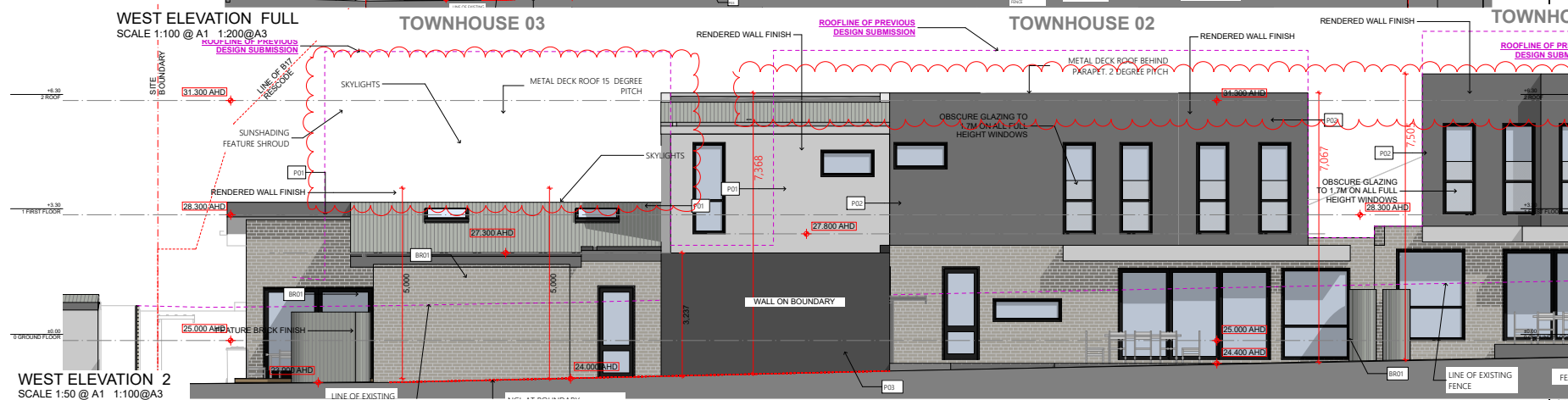
FOR DISCUSSION WITHOUT PREJUDICE



WEST ELEVATION 1
SCALE 1:50 @ A1 1:100 @ A3



WEST ELEVATION FULL
SCALE 1:100 @ A1 1:200 @ A3



WEST ELEVATION 2
SCALE 1:50 @ A1 1:100@A3

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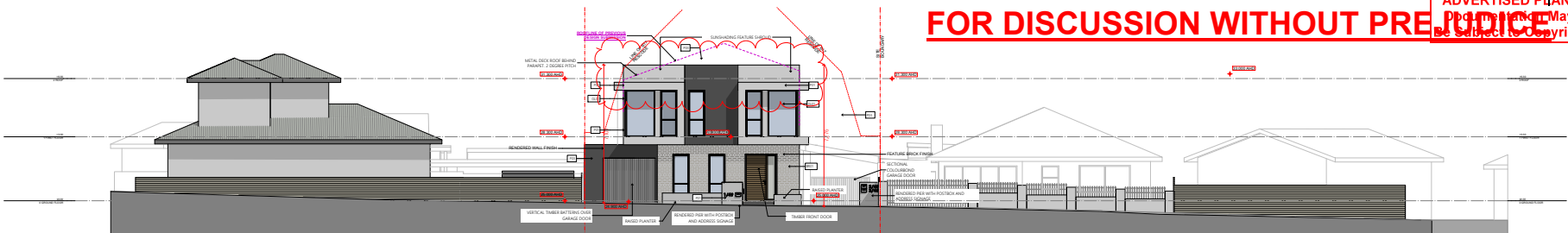
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Revisions			
Rev	Description	By	Date
A	PRELIMINARY ISSUE	JMG	03/09/2021
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E	TOWN PLANNING RFI v2	JMG	01/04/2022
F	ISSUED FOR DISCUSSION	JMG	22/07/2022
G	ISSUED FOR DISCUSSION	JMG	11/02/2023

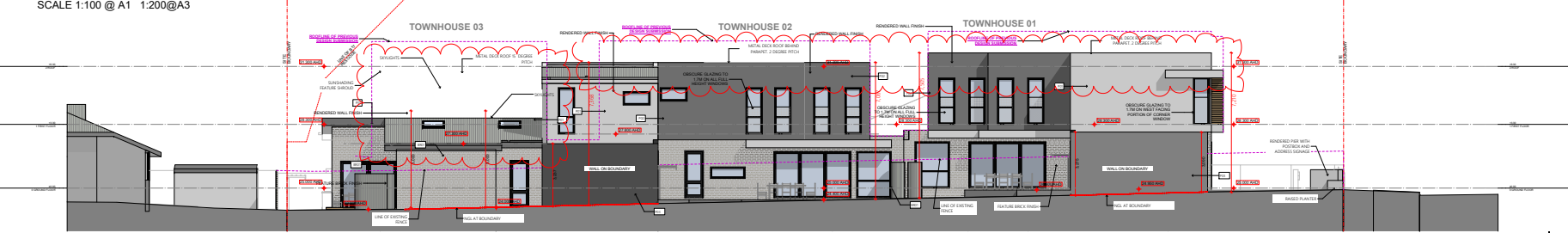
Project
NEW TOWNHOUSE DEVELOPMENT
49 FOLLETT ROAD
CHELTENHAM 3192
VIC
Project Number

Drawing
ELEVATIONS 3
Drawing Number
TP09
Project Status
TOWN PLANNING
Scale 1:50

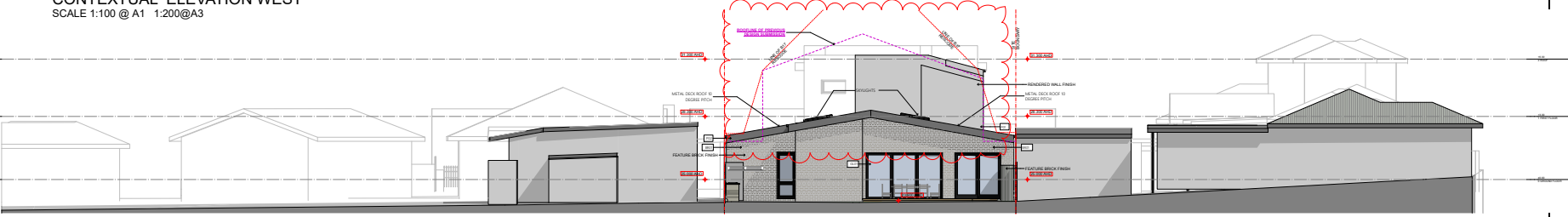
ADVERTISED PLANS
For Discussion Only
FOR DISCUSSION WITHOUT PREJUDICE



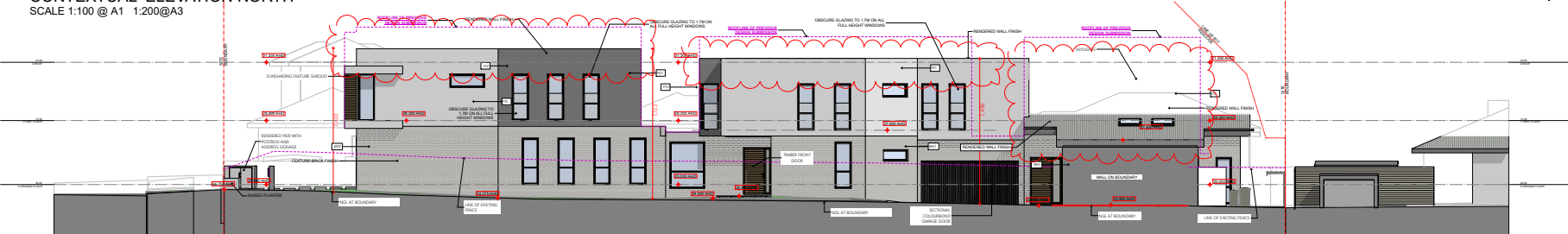
CONTEXTUAL ELEVATION SOUTH
SCALE 1:100 @ A1 1:200@A3



CONTEXTUAL ELEVATION WEST
SCALE 1:100 @ A1 1:200@A3



CONTEXTUAL ELEVATION NORTH
SCALE 1:100 @ A1 1:200@A3



CONTEXTUAL ELEVATION EAST
SCALE 1:100 @ A1 1:200@A3

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8. All dimensions are to the face of the work unless otherwise stated.
9. All dimensions are to the face of the work unless otherwise stated.
10. All dimensions are to the face of the work unless otherwise stated.



Revisions	Description	By	Date
A	PRELIMINARY ISSUE 1	JMS	03/03/2021
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F	ISSUED FOR DISCUSSION	JMS	22/07/2022
G	ISSUED FOR DISCUSSION	JMS	19/10/2022

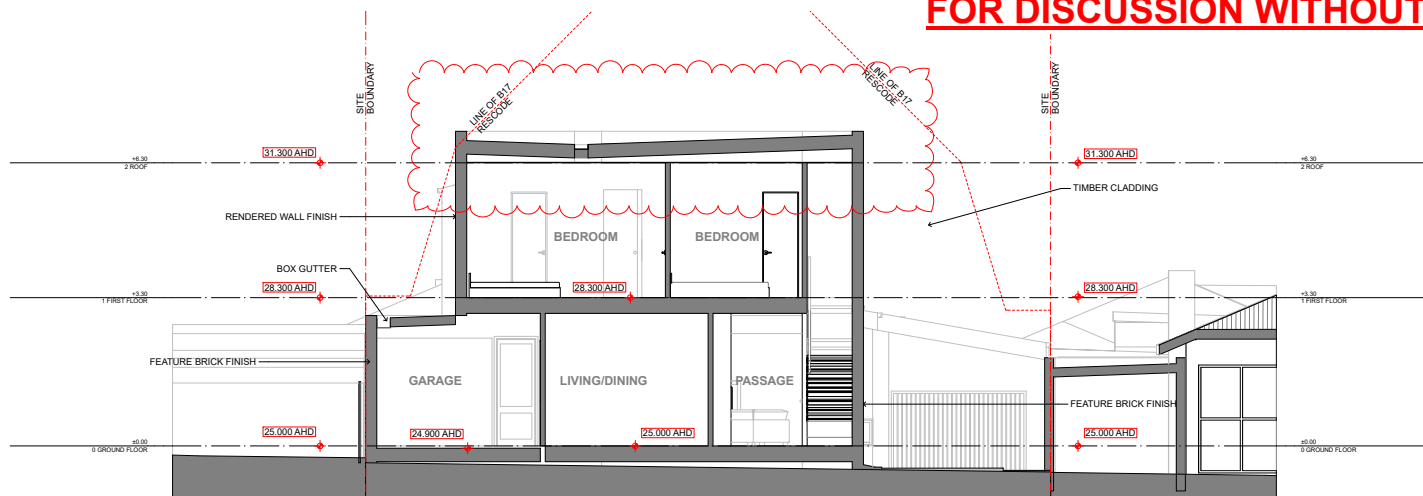
Project:
NEW TOWNHOUSE DEVELOPMENT
49 FOLLETT ROAD
CHELTENHAM 3192
VIC

Drawing
ELEVATIONS 4
Drawing Number
TP10
Project Status
TOWN PLANNING
Scale 1:50

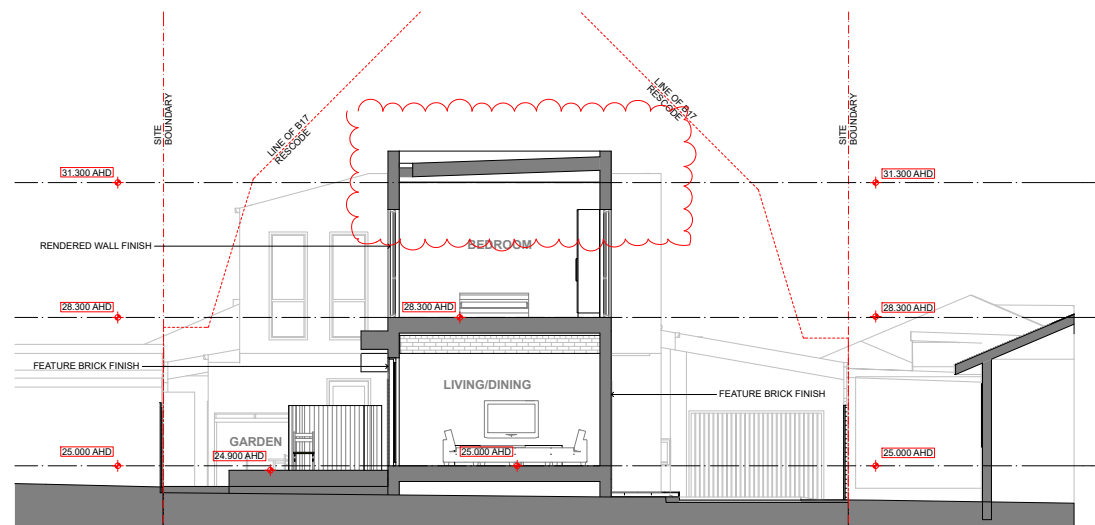
Revision

Considered Plans
- Considered Plans
8.1 KP-2021/885 - 49 Follett Road, Cheltenham - KP-2021/885 - 49 Follett Road, CHELTENHAM VIC 3192

FOR DISCUSSION WITHOUT PREJUDICE



SECTION A
SCALE 1:50 @ A1 1:100@A3



SECTION B
SCALE 1:50 @ A1 1:100@A3

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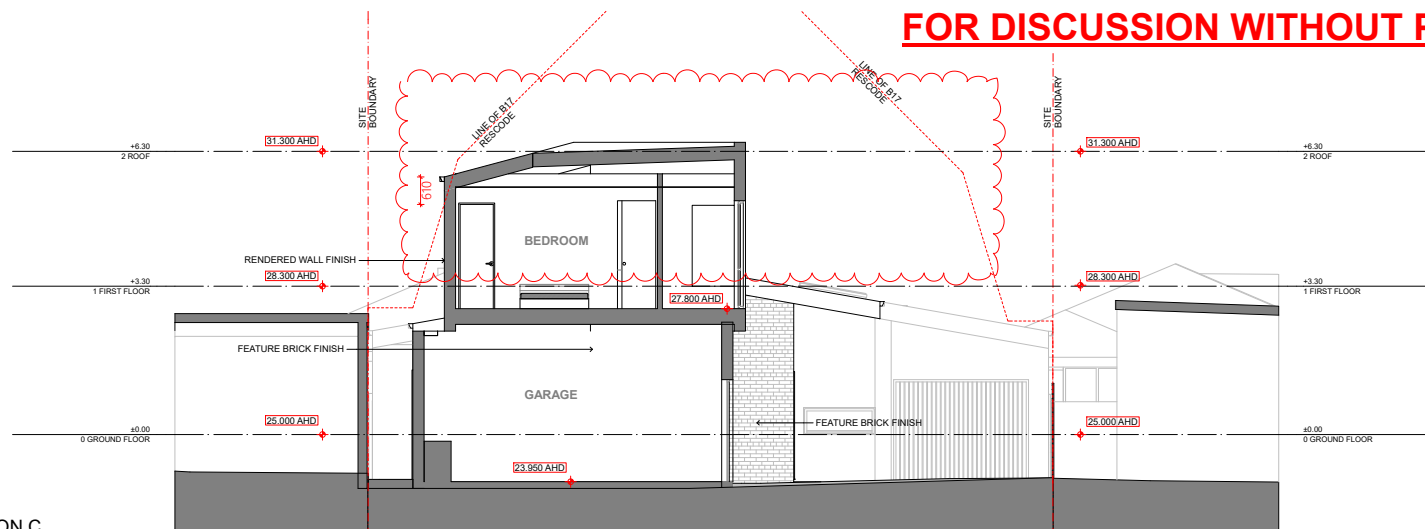
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Revisions			
Rev	Description	By	Date
A	PRELIMINARY ISSUE	JMG	03/09/2022
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C	TOWIN PLANING ISSUE	JMG	24/11/2022
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G	ISSUED FOR DISCUSSION	JMG	11/10/2023

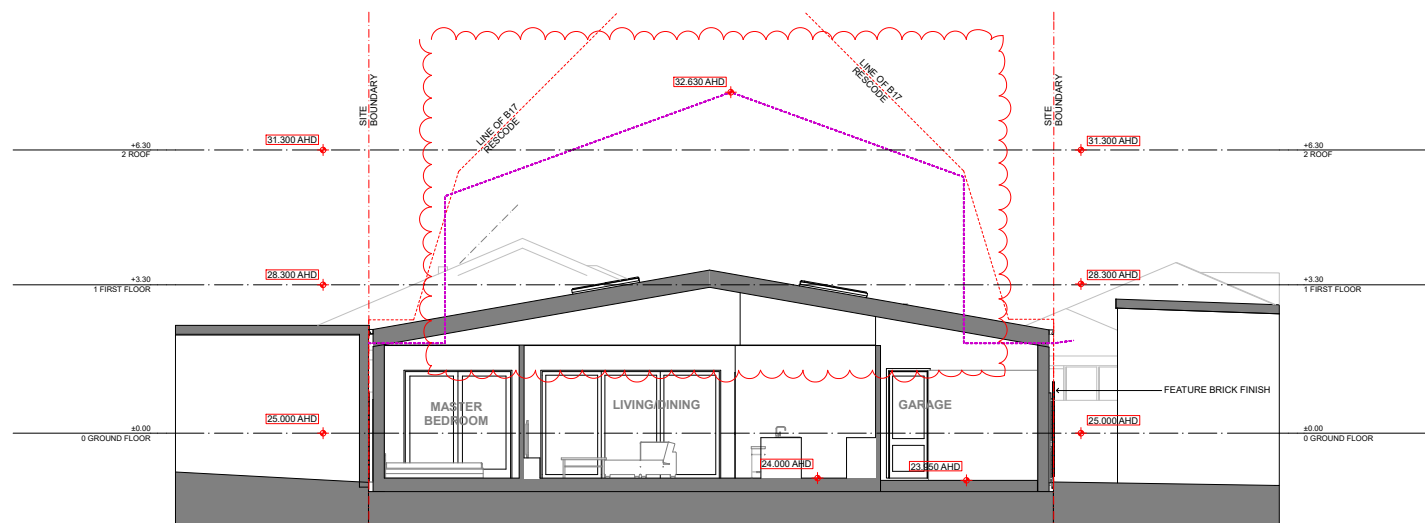
Project
NEW TOWNHOUSE DEVELOPMENT
49 FOLLETT ROAD
CHELTENHAM 3192
VIC
Project Number
21103

Drawing
SECTIONS 1
Drawing Number
TP11
Project Status
TOWN PLANNING
Scale 1:50

FOR DISCUSSION WITHOUT PREJUDICE



SECTION C
SCALE 1:50 @ A1 1:100@A3



SECTION D
SCALE 1:50 @ A1 1:100@A3

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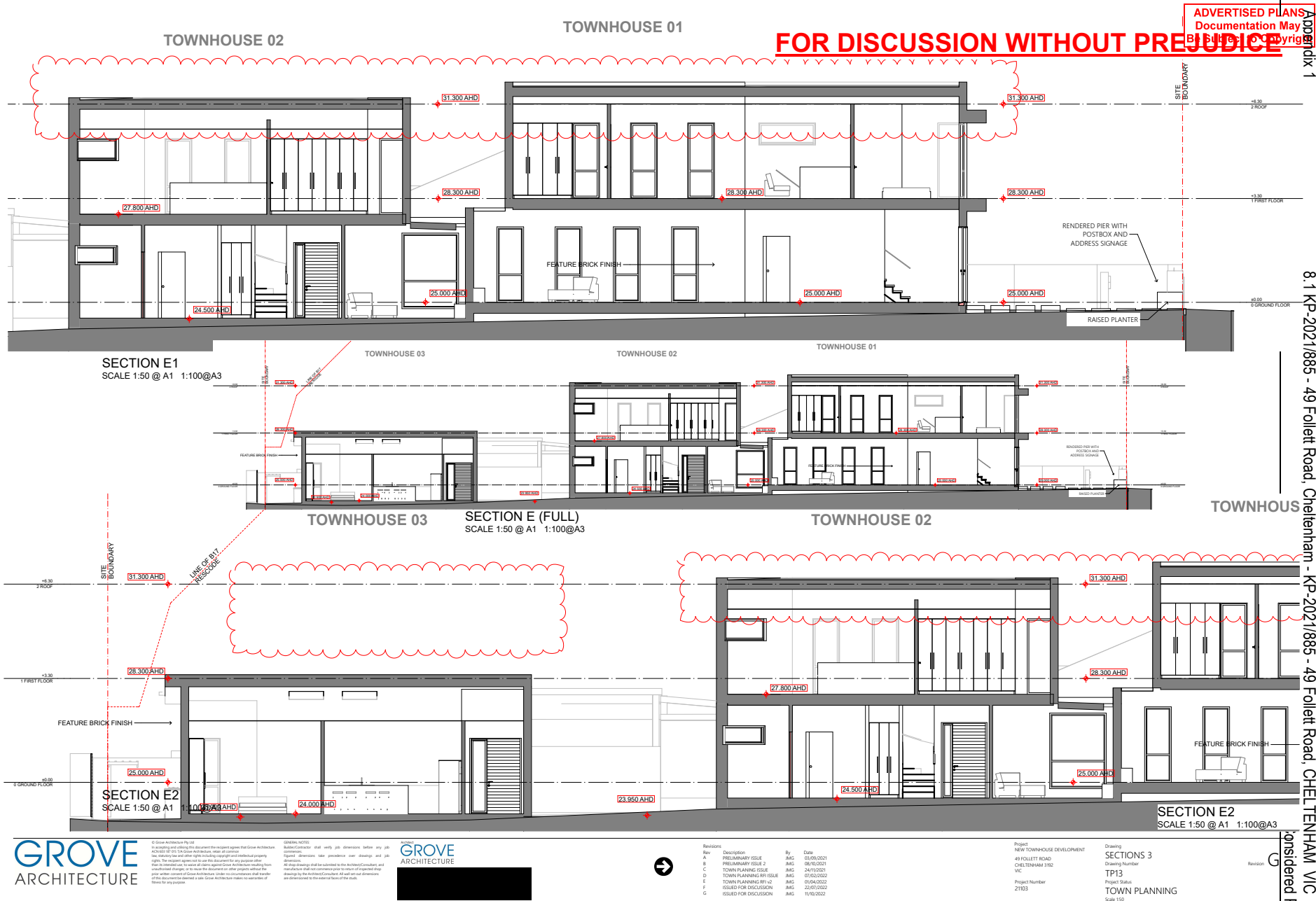


Revisions			
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G	ISSUED FOR DISCUSSION	JMG	11/10/2022

Project
NEW TOWNHOUSE DEVELOPMENT
49 FOLLETT ROAD
CHELTENHAM 3192
VIC

Project Number
21103

Drawing
SECTIONS 2
Drawing Number
TP12
Project Status
TOWN PLANNING
Scale 1:50



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TOWNHOUSE 01



TOWNHOUSE 01

TOWNHOUSE 03

TOWNHOUSE 02

Revision C

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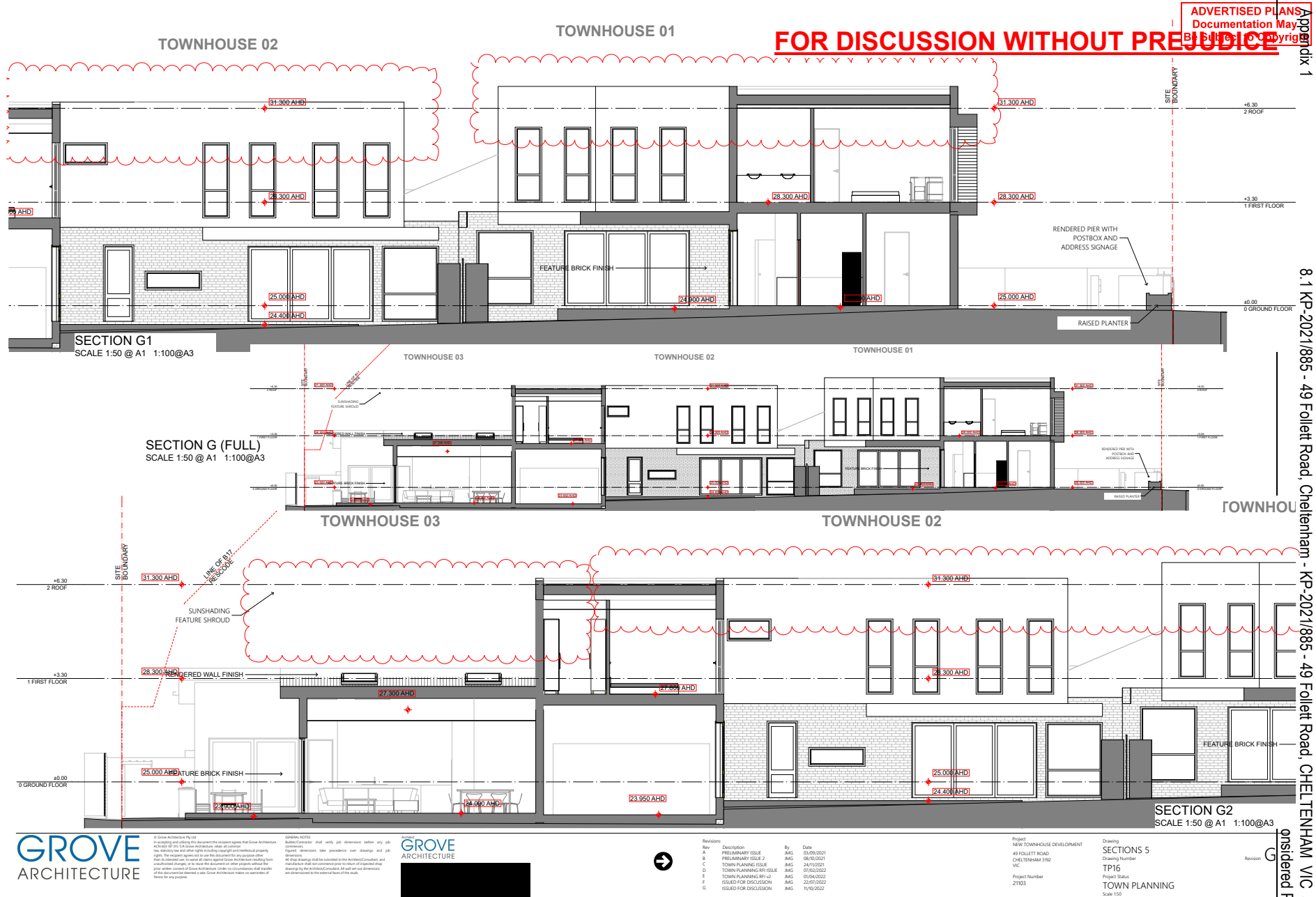
GENERAL NOTES:
Builder/Contractor shall verify job dimensions before any job commences.
Figured dimensions take precedence over drawings and job dimensions.
All shop drawings shall be submitted to the Architect/Consultant and manufacture shall not commence prior to return of inspected shop drawings by the Architect/Consultant. All wall-on dimensions are dimensioned to the external faces of the studs.

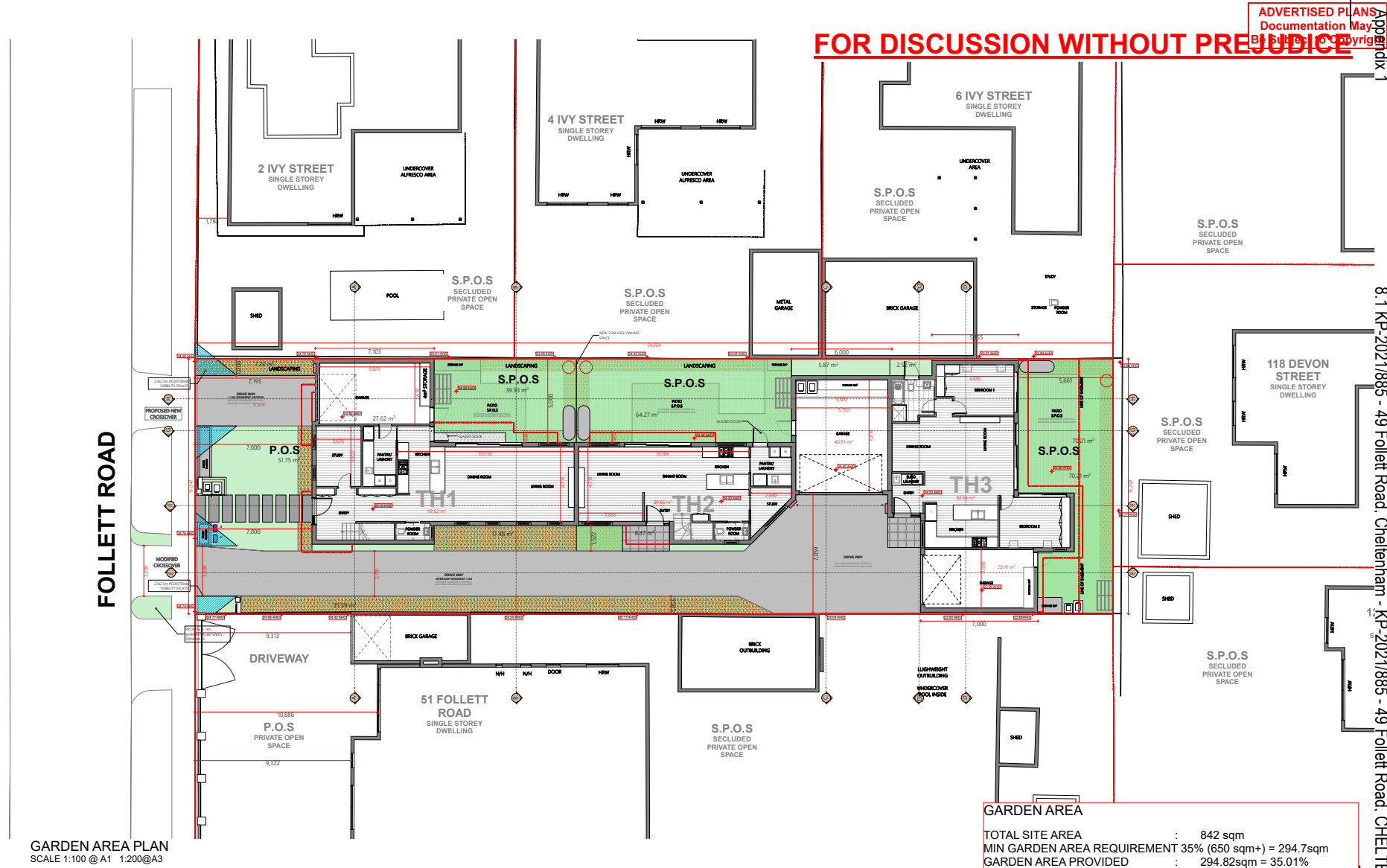
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Revisions			
Rev	Description	By	Date
A	PRELIMINARY ISSUE	JMG	03/09/2002
B	PRELIMINARY ISSUE 2	JMG	08/10/2002
C	TOWN PLANING ISSUE	JMG	24/11/2002
D	TOWN PLANNING RFI ISSUE	JMG	07/02/2003
E	TOWN PLANNING RFI v2	JMG	01/04/2003
F	ISSUED FOR DISCUSSION	JMG	22/07/2003
G	ISSUED FOR DISCUSSION	JMG	11/10/2003

Project
NEW TOWNHOUSE DEVELOPMENT
49 FOLLETT ROAD
CHELTENHAM 3192
VIC
Project Number
21103

Drawing
SECTIONS 4
Drawing Number
TP14
Project Status
TOWN PLANNING
Scale 1:50





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GARDEN AREA
Notes:
- All dimensions are in meters unless otherwise stated.
- All dimensions are taken from the center of the building.
- All dimensions are taken from the center of the building.
- All dimensions are taken from the center of the building.
- All dimensions are taken from the center of the building.

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Revisions	Description	By	Date
A	PRELIMINARY ISSUE 1	JMS	08/05/2021
B	PRELIMINARY ISSUE 2	JMS	08/10/2021
C	TOWN PLANNING ISSUE	JMS	24/11/2021
D	TOWN PLANNING ISSUE	JMS	07/02/2022
E	TOWN PLANNING ISSUE	JMS	01/04/2022
F	ISSUED FOR DISCUSSION	JMS	22/07/2022
G	ISSUED FOR DISCUSSION	JMS	19/10/2022

Project:
NEW TOWNHOUSE DEVELOPMENT
49 FOLLETT ROAD
CHELTENHAM 3502
VIC

Drawing:
GARDEN AREA PLAN
Drawing Number:
TP18
Project Status:
TOWN PLANNING
Scale: 1:50

Revision

Considered Plans

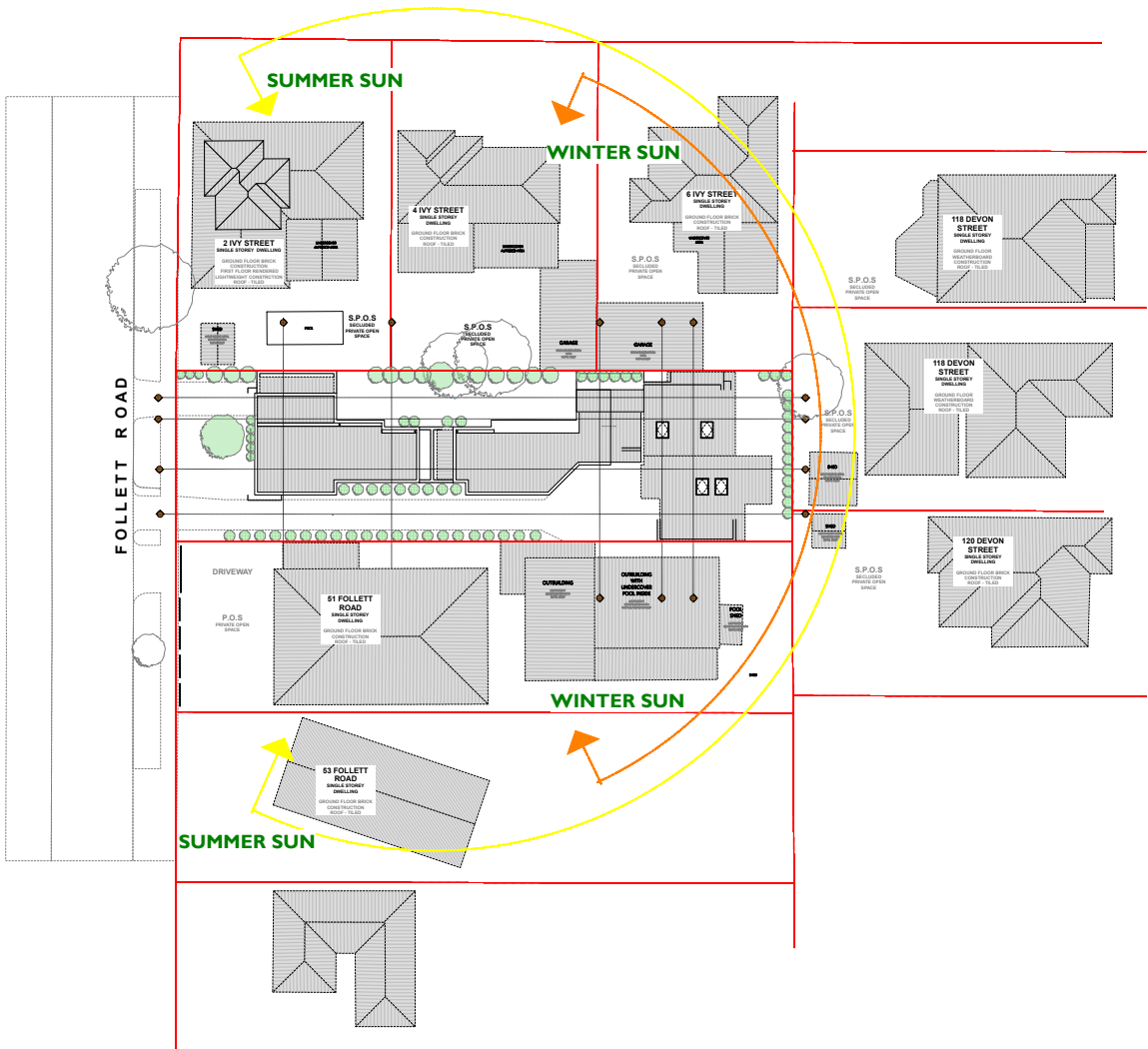
8.1 KP-2021/885 - 49 Follett Road, Cheltenham - KP-2021/885 - 49 Follett Road, CHELTENHAM VIC 3192

FOR DISCUSSION WITHOUT PREJUDICE

ADVERTISED PLANS
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Appendix 1

FOR DISCUSSION WITHOUT PREJUDICE



NEIGHBOURHOOD SITE DESCRIPTION PLAN
SCALE 1:200 @ A1 1:400@A3

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F	ISSUED FOR DISCUSSION	JMS	22/07/2022
G	ISSUED FOR DISCUSSION	JMS	19/10/2022

Project
NEW TOWNHOUSE DEVELOPMENT
49 FOLLETT ROAD
CHELTENHAM 3192
VIC

Drawing
NEIGHBOURHOOD SITE DESCRIPTION
Drawing Number
TP19
Project Status
TOWN PLANNING
Scale 150

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Ordinary Council Meeting

30 January 2023

Agenda Item No: 8.2

KP-2022/60 - 71 CATHERINE AVENUE CHELSEA

Contact Officer: Metika Claxton, Statutory Planner

Purpose of Report

This report is for Council to consider Planning Permit Application No. KP-2022/60 - 71 Catherine Avenue Chelsea.

Disclosure of Officer / Contractor Direct or Indirect Interest

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

RECOMMENDATION

That Council determine to support the proposal and issue a notice of decision to grant a planning permit to use the land as a place of assembly (Men's Shed) and a reduction in the car parking requirement at 71 Catherine Avenue Chelsea, subject to the conditions contained within this report.

This application requires a decision by Council as City of Kington is the applicant and owner of the subject site.

EXECUTIVE SUMMARY

Address	71 Catherine Avenue, CHELSEA VIC 3196
Legal Description	Lot 70 on LP 06752
Applicant	City of Kingston
Planning Officer	Metika Claxton

PLANNING REQUIREMENTS

Planning Scheme	Kingston
Zoning	Clause 32.06 – General Residential (Schedule 3)
Overlays	None
Particular Provisions	Clause 52.06 – Car Parking
Permit Trigger/s	Clause 32.06 – Use of the land for a place of assembly. Clause 52.06 – Reduction in the car parking requirement.

APPLICATION / PROCESS

Proposal	To use the land as a place of assembly (Men's Shed) and a reduction in the car parking requirement.		
Reference No.	KP-2022/60	RFI Received	13 April 2022
App. Received	02/02/2022	App. Amended	NA
Site Inspection	Yes		
S.52 Advertising	Commenced: 14 July 2022	Advertising Completed	1 August 2022
S.55 Referrals	None		
Internal Referrals	Yes		
Objection(s)	Three (3) (TRIM checked on 13 January 2023)		
Vegetation	Trees > 8m	No	No. of Trees to be Removed (110cm circumference) Nil

LEGISLATIVE

Covenant/Other Restriction	No	Complies: NA
Aboriginal Cultural Sensitivity Area	Yes	
CHMP	Exempt as a preliminary Aboriginal heritage test prepared by a heritage advisor was provided that indicated significant ground disturbance has occurred.	
Considered Plans	CohenLeigh Architects, Project No. 220102, Sheets 1 to 19 inclusive, Revision F, submitted on 30 May 2022.	

1.0 KEY ISSUES

- 1.1 There have been three (3) objections received that raised the following concerns:
- Parking and traffic concerns.
 - Noise impacts.
 - Dust particles.
 - Location of the crossover near the intersection.
 - Survey details incorrectly labelled the house at No. 69 Catherine Avenue.
 - Waste disposal.
 - Fencing.

2.0 SITE AND SURROUNDS

- 2.1. The photograph below illustrates the subject site from a streetscape perspective.



Allotment Placement and Size	The subject site is located on the corner of Catherine Avenue and Beardsworth Avenue. The site is generally rectangular in shape with a width of 20.11 metres and a depth of 39 metres.
Size (m²)	908m ²
Built Form	The site is occupied by a building that was previously used as a kindergarten.
Topography	The land is generally flat.
Fencing	Wire fencing.
Vegetation	Void of any significant vegetation.
Easement(s)	None.
Footpath Assets / Access	One (1) existing crossover adjacent to the north (side) common boundary. There is one (1) street tree along the site's Catherine Avenue frontage.

3.0 SURROUNDING LAND

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



North	Single storey brick dwelling, with a crossover located along their south boundary.
East	Chelsea Recreation Reserve with a bowls club and football ground among other facilities.
South	Catherine Avenue with a three (3) dwelling development across the street
West	Single storey weatherboard dwelling with a crossover located along their west boundary.

4.0 PROPOSAL

Description	Retaining the existing building and changing the use for a place of assembly and a reduction in the car parking requirement. The place of assembly is for a Men's Shed.
Buildings and Works	<p>While there are minor works proposed to retrofit the existing building to be suitable for the use, the works are exempt from a planning permit under Clause 52.31-1. Specifically, any requirement in a zone or a schedule to a zone to obtain a permit to construct a building or construct or carry out works does not apply to the development of land carried out by or on behalf of a municipal council. This exemption does not apply to:</p> <ul style="list-style-type: none"> • A development with an estimated cost of more than \$10 million. <p>As the proposed works to retrofit the existing building have an estimated cost of less than \$10 million, the works are exempt from needing a planning permit.</p>
Operating Hours	<ul style="list-style-type: none"> ○ Weekdays 9.00am to 1.30pm ○ Saturday 9.00am to 12.30pm
Patron Numbers	Twenty-three (23) patrons (including any facilitators who are also members). The application originally proposed a total of twenty (20) patrons but later was amended by the permit applicant (via email confirmation) to twenty-three (23) patrons. The additional three (3)

**City of Kingston
Ordinary Council Meeting**

Agenda

30 January 2023

	patrons require the same number of car parking spaces, pursuant to the planning scheme provisions.
Car Parking	Five (5) car parking spaces in total, with one (1) provided as a longer trailer friendly space.
Access	There is no existing crossover. Two (2) crossovers are proposed along the Beardsworth Avenue frontage.
Vegetation Removal/Retention	No significant vegetation located on subject site or on neighbouring properties within close proximity to common boundaries.
Bicycle Spaces	Two (2) bicycle spaces and shower facilities.
Signage	There is one (1) sign shown on the site associated with the use, this signage is exempt from a planning permit under Clause 52.05-10. Specifically, a sign identifying the functions or property of a government department, public authority or municipal council, but not a promotion sign displayed at the direction of any of these bodies, is exempt.

5.0 PLANNING CONTROLS

Zone / Overlay / Particular Provisions	Rationale
Clause 32.08 – General Residential Zone (Schedule 3)	Pursuant to the table at Clause 32.08-2, a place of assembly is not listed and is therefore a Section 2 use and requires a planning permit within the General Residential Zone.
Clause 52.06 – Car Parking	<p>The following car parking rates apply to a place of assembly:</p> <ul style="list-style-type: none"> 0.3 car parking spaces to each patron permitted. <p>The maximum number of patrons proposed is twenty-three (23). Therefore, the car parking requirement is six (6) car parking spaces (rounded down from 6.9). The proposal provides five (5) on-site car parking spaces, including one (1) accessible space and one (1) space suitable for a vehicle with a trailer. Therefore, permission is sought for a reduction in one (1) car parking space.</p> <p>The proposal meets the design elements of Clause 52.06-9. However, there are no corner splays demonstrated on the plans. This will be required as a permit condition (on any permit issued) to allow for safe entry and exit from the subject site.</p>

6.0 REFERRALS

External Referrals

- 6.1. The application was not referred to any external authorities pursuant to Section 55 of the *Planning and Environment Act 1987*.

Internal Referrals

- 6.2. The application was referred to the following Council departments for comment:

Department / Area	Comments / Rationale / Recommended Conditions
Traffic Engineer	No objection raised.

**City of Kingston
Ordinary Council Meeting**

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30 January 2023

Development Approval Engineer	No objection raised, subject to conditions included on any permit issued relating to stormwater drainage.
Roads and Drains	No objection raised, subject to conditions included on any permit issued relating to the crossovers.
Sustainable Design Advisor	While some concerns were raised by Council's sustainable design advisor, it is noted that this is an existing building that is being retrofitted to accommodate the proposed use and the works are exempt under Clause 52.31-1 and not considered under this planning permit. For information purposes, the application has gone above and beyond on sustainable design objectives in the Planning Scheme, to be more in line with Council's environmentally sustainable design policy for community buildings.
Vegetation Management Officer	No objection raised, subject to conditions to provide a landscape plan.

7.0 ADVERTISING

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

- Parking and traffic concerns.
- Noise impacts.
- Dust particles.
- Location of the crossover near the intersection.
- Survey details incorrectly labelled the house at No. 69 Catherine Avenue.
- Waste disposal.
- Fencing.

8.0 PLANNING CONSULTATION MEETING

8.1. In accordance with Council's Planning Consultation Meeting Policy, no meeting was required as less than six (6) objections to the application were received. However, a meeting was requested by an objector, and was held (in person) on 27 October 2022 with Council's planning officers, the permit applicant's representatives and one (1) objector in attendance.

8.2. The objector's concerns were unable to be resolved during the planning consultation meeting and the objections still stand.

9.0 PLANNING CONSIDERATIONS

Planning Policy Framework

9.1. The application has been assessed against the Planning Policy Framework and it is considered that the proposed use and development is consistent with relevant policies contained within this section of the Kingston Planning Scheme.

9.2. **Clause 11.02** (Managing Growth) aims to ensure a sufficient supply of land is made available for a variety of purposes. To achieve this, it takes into account sufficient land availability to meet forecasted demand. The proposal allows for the non-residential use of the land in a residential area that is suitable for a community service to be located.

9.3. **Clause 02.03-8** (Transport), at a local level, provides strategic directions for transport planning including to improve traffic circulation, car parking, site layout and truck access to sites within Kingston's older industrial areas, integrate land use and transport planning to create a more sustainable community and to minimise conflict with abutting land uses. The proposal

provides appropriate car parking provision, with a suitable reduction under **Clause 52.06** (Car Parking) and utilises the existing road access without substantial burden on the existing network.

Zoning Provisions

- 9.4. The application has been assessed against the relevant zoning (**General Residential Zone**) and it is considered that the proposed use is consistent with the purpose of the zoning controls contained within the Kingston Planning Scheme.
- 9.5. The zone's purpose includes to allow educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate locations. The proposed Men's Shed will allow for a suitable non-residential use to service the local community needs.
- 9.6. The proposed Men's Shed is replacing the current Men's Shed nearby on Blantyre Avenue, which is utilised by community members. The subject site is opposite Chelsea Recreation Reserve, and nearby other non-residential uses such as Chelsea Bicentennial Park and the Station Street/Nepean Highway, Chelsea commercial strip.
- 9.7. The subject site has also historically been used for a non-residential purpose, a pre-school. An acoustic report for the proposed use has been provided, which was peer reviewed by an expert acoustic engineer. The expert held no concerns with the proposal provided compliance conditions are imposed on any planning permit granted.
- 9.8. The subject site is a suitable location for a non-residential use, along with permit conditions protecting the potential amenity impacts of the proposed use.

Particular Provisions

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

Clause 52.06 – Car Parking

- 9.10. Pursuant to Columns A and C in the Table at Clause 52.06-5, the proposal requires six (6) car spaces for twenty-three (23) patrons for a place of assembly. As five (5) car parking spaces are provided, a planning permit is triggered for a reduction in the car parking requirement pursuant to Clause 52.06-3 for one (1) car parking space.
- 9.11. The applicant has sought a reduction in the car parking requirements pursuant to this clause. Having regard to the proposed use and the proposed expected staff numbers on-site, the amount of car parking provided on-site is considered sufficient and a reduction is warranted, in this instance. Furthermore, the application has been referred to Council's traffic engineer who held no objection to the proposal.
- 9.12. One (1) car space is allocated to the north of the building for the intention of allowing a car with a trailer to park there. This has not been labelled as a car space on the plans and will be required to as a condition on any planning permit issued (i.e. to provide a notation on the plans to clarify this point).

Clause 52.34 – Bicycle Facilities

- 9.13. There are no bicycle spaces required under this clause. However, the submitted plans show two (2) bicycle hoops and building also includes shower facilities.

Aboriginal Cultural Heritage

- 9.14. The subject land **is** identified in an area of Aboriginal cultural heritage sensitivity. However, the proposed activity is **exempt** from requiring a cultural heritage management plan, as the land has already been subject to significant ground disturbance as demonstrated in the evidence prepared by a heritage advisor and submitted by the permit applicant, pursuant to the *Aboriginal Heritage Regulations 2018*.

10.0 GENERAL COMMENT

- 10.1. Under **Clause 71.02-3** (Integrated Decision Making), the responsible authority is asked to endeavour to integrate the range of planning policies relevant to the issues to be determined and balance conflicting objectives in favour of net community benefit and sustainable development for the benefit of present and future generations. It is considered that the proposed Men's Shed net community benefit would outweigh the minor amenity impacts on the surrounding area that such a use may concern, as it provides a valued community service.
- 10.2. It is considered that the objector's, mostly amenity based, concerns have been addressed below, where appropriate, and, subject to the inclusion of appropriate conditions (including those discussed in this report) the proposed use of the land for a place of assembly and a reduction of the car parking requirement is considered appropriate to the site and its location in the General Residential Zone (Schedule 3). It is therefore recommended that the application be supported with the issue of a notice of decision to grant a planning permit.

11.0 RESPONSE TO GROUNDS OF OBJECTIONS

- 11.1. The objector's concerns have largely been addressed below. The following objector concerns were raised:
- Parking and traffic concerns.
 - Noise amenity impacts.
 - Dust particles.
 - Waste disposal concerns (construction waste).
 - Location of the crossover near the intersection.
 - Survey details incorrectly labelled the house at No. 69 Catherine Avenue.
 - Fencing.

Parking and Traffic Concerns

- 11.2. As discussed above in Section 7 of this report, the proposal includes a reduction of one (1) car parking space, which has is considered acceptable. The nature of the use means that people may come and go through-out a session, and it is unlikely it will be running at full capacity for every session. There is on-street car parking and public car parking directly across the road that is associated with the bowls club and the Chelsea Reserve.
- 11.3. It is noted that the application was referred to Council's traffic engineer who held no objection. It will be a condition on any permit issued to nominate the car parking space to the north as such, as it is currently only shown as a driveway. Overall, it is considered that the proposal adequately satisfies the requirements of the Kingston Planning Scheme with regard to car parking and traffic.

Noise Amenity Impacts

- 11.4. Concern was raised about the noise from the workshop adversely impacting the neighbourhood. An environmental noise assessment was provided assessing the proposed use against the applicable requirements under the *Environment Protection Act 2017* and subordinate legislation. The report stated:

'Based on the assumptions made in this report and provided documentation, it is predicted that activities from wood working within the workshop will comply with noise limits subject to the following:

- Power tools and woodworking to occur during the day period only.*
- Power tools and woodworking to occur indoors only.*
- Windows and doors to the workshop area to remain closed when tools are in use.*
- Ensure the construction of the western facade meets the recommendations provided in Section 5.3 of this report.*

- 11.5. The report was peer reviewed by an independent acoustic expert. The expert found that the management measures set out in the report, combined with suitable permit conditions are expected to satisfactorily protect acoustic residential amenity in the area. It is noted that the applicant's report did have a few minor inconsistencies as a more conservative attitude was taken by the applicant, these have all been addressed by the expert and the use was still found to be appropriate in its proposed location (subject to conditions included on any permit issued).

Dust Particles

- 11.6. Concern was raised about dust particles from the use being released into the neighbourhood. It is noted that the use operators will need to comply with any relevant EPA regulations, and conditions will be placed on any permit granted to further guarantee the enforcement of this, as well as noting any flues, air purifiers or the like shown on the plans. The proposed use is on a small scale and not expected to cause any adverse pollution into the nearby residential area.

Waste Disposal Concerns

- 11.7. Concern was raised about how the use will dispose of construction type waste from the workshop. While no information was provided about this in the application material, the applicant stated at the planning consultation meeting that regular waste collection will be done via Council's standard bin collection service and they will dispose of construction waste in an appropriate way (similar to the waste procedures adopted for the Men's Shed nearby on Blantyre Avenue). This is considered to be appropriate, and it is noted that Council is the owner on the land and have their own facilities available for disposal of non-household waste.

Other Concerns

- 11.8. A few other concerns raised from an objector include the location of the proposed crossover near the intersection. It is noted that Council's roads and drains department have requested a clearance of 6 metres from the tangent of the corner and the proposed crossover is set back 7.56 metres. The application has also been reviewed by Council's traffic engineer who held no objections, and there are no adverse safety concerns raised by the location of the crossover.
- 11.9. The mislabelling of No. 69 Catherine Avenue as a brick house instead of weatherboard house was also raised, which does not have an impact on the assessment as the noise report does not consider the materials of the nearby sensitive uses. However, it can be placed as a condition on any permit granted to correctly label this material type for accuracy purposes.
- 11.10. Another concern raised by an objector was in relation to the front fencing material. It is noted that this application is not considering the buildings and works components as those works do not require a planning permit. However, there are works that are required to be undertaken as a part of the acoustic report and this does not include any proposed works to the front fence.

12.0 CONCLUSION

- 12.1. On balance, the proposal is considered to substantially comply with the relevant planning policy and therefore should be supported.
- 12.2. As outlined above, it has been determined that prior to deciding on this application, all factors pursuant to Section 60(1) of the Act have been considered. Further to this, the proposal does not give rise to any significant social and economic effects.
- 12.3. The proposed use is considered appropriate for the site as evidenced by:
- The proposed use to be compatible with the surrounding area.
 - The proposal should not have a detrimental impact on surrounding properties (subject to appropriate conditions).
 - The proposal satisfies the requirements of the Kingston Planning Scheme, including the Planning Policy Framework, strategic vision, zoning controls and Particular Provisions.

13.0 RECOMMENDATION

- 13.1 That Council determine to support the proposal and issue a **notice of decision to grant a planning permit** to use the land as a place of assembly (Men's Shed) and a reduction in the car parking requirement at **No. 71 Catherine Avenue, CHELSEA VIC 3196 (Lot 70 on LP06752)**, subject to the following conditions:

Amended Plans

1. Before the use starts, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and an electronic copy must be provided. The plans must be substantially in accordance with the plans prepared by CohenLeigh Architects, Project No. 220102, Sheets 1 to 19 inclusive, Revision F, submitted to Council on 30 May 2022, but modified to show:
 - a. The ground floor plan to include a survey of all existing trees on the site and within 3 metres of the site's boundaries, with the on-site vegetation to be clearly nominated as either retained or removed.
 - b. The location of tree protection measures illustrated to scale and labelled on the ground floor plan as per the endorsed tree management plan.
 - c. Any changes as required by condition 10 of this planning permit, which requires a tree management plan.
 - d. The proposed vehicle crossover to the north of the Beardsworth Avenue frontage kept separate from the neighbour's vehicle crossover to create a pedestrian refuge of no less than 1 metre wide.
 - e. Corner splays as per Clause 52.06-9 shown and complied with at each accessway.
 - f. A car parking space clearly dimensioned on the proposed driveway to the north of the site.
 - g. The current external material of No. 69 Catherine Avenue correctly identified on respective plans.
 - h. Any flues, air purifiers, exhaust fans or the like that will manage dust from the workshop.

Endorsed Plans

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

Landscaping

3. Within six (6) months of the use commencing, a landscape plan in accordance with the submitted plans is to be submitted to council for endorsement. This landscape plan is to be to the satisfaction of the Responsible Authority and is to incorporate:
 - i. A planting schedule of all proposed trees and shrubs, including botanical names, common names, pot sizes, sizes at maturity, and quantities of each plant with all plants chosen to be to the satisfaction of the Responsible Authority.
 - ii. A survey, including, botanical names of all existing trees to be retained or removed on the site including tree protection zones for trees to be retained calculated in accordance with AS4970-2009.
 - iii. A survey including botanical names, of all existing trees on neighbouring properties where the tree protection zones of such trees calculated in accordance with AS4970-2009 fall partially within the subject site.
 - iv. The delineation of all garden beds, paving, grassed area, retaining walls, fences and other landscape works.
 - v. A range of plant types from ground covers to large shrubs and trees, provided at adequate planting densities (e.g. plants 1 metre width at maturity planted 1 metre apart); with the species chosen to comprise of a minimum 50% coastal indigenous species by plant type and total quantities.
 - vi. A minimum of three (3) indigenous canopy trees capable of growing to minimum mature dimensions of 12 metres in height and 7 metres in width.
 - vii. A minimum of six (6) indigenous canopy trees capable of growing to minimum mature dimensions of 8 metres in height and 5 metres in width.
 - viii. Indigenous species capable of growing to a minimum 4 metres in height at maturity planted along the site's northern and southern boundaries.
 - ix. All trees provided at a minimum of 2 metres in height at time of planting, medium to large shrubs to be provided at a minimum pot size of 200mm.
 - x. The provision of notes regarding site preparation, including the removal of all weeds, proposed mulch, soil types and thickness, subsoil preparation and any specific maintenance requirements.
4. Within six (6) months of the landscape plan being endorsed, landscaping works as shown on the endorsed landscape plans must be completed to the satisfaction of the Responsible Authority. The landscaping must then be maintained to the satisfaction of the Responsible Authority including that any dead, diseased or damaged plants are to be replaced.

General Amenity

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

6. No goods or packaging materials shall be stored or left exposed outside the building so as to be visible to the public from a road or other public place.

Car Parking and Access

7. Before the use commences, areas set aside for parking vehicles, access lanes and paths as shown on the endorsed plans must be constructed to the satisfaction of the Responsible Authority and be:
- i) Properly formed to such levels that they can be used in accordance with the plans.
 - ii) Surfaced with an all-weather sealcoat to the satisfaction of the Responsible Authority.
 - iii) Drained to the satisfaction of the Responsible Authority.
 - iv) Line-marked to indicate each car space, all access lanes and, if necessary, the direction in which vehicles are to travel to the satisfaction of the Responsible Authority.
 - v) In accordance with any Council adopted guidelines for the construction of car parks.
8. Parking areas and access lanes must be kept available for these purposes at all times and maintained to the satisfaction of the Responsible Authority.
9. In areas set aside for car parking, measures must be taken to the satisfaction of the Responsible Authority to prevent damage to fences or landscaped areas.
10. Concrete kerbs or other barriers must be provided to the satisfaction of the Responsible Authority to prevent direct vehicle access to an adjoining road other than by a vehicle crossover.
11. The loading and unloading of goods to and from vehicles must only be carried out on the land.

Use

12. The use must operate only between the hours of:
- Monday to Friday: 9.00am to 1.30pm (maximum 4 weekdays every week); and
- Saturday: 9.00am to 12.30pm
- Or otherwise as approved by the Responsible Authority in writing.
13. The maximum number of patrons on site at any one time must not exceed twenty-three (23), unless otherwise approved by the Responsible Authority in writing.

Tree Management Plan

14. Concurrent with the endorsement of plans, a tree management plan prepared by a suitably qualified arborist in accordance with AS4970-2009, must be submitted to and be endorsed by the Responsible Authority and incorporating:
- a. A tree management plan (written report) must provide details of:
 - i. Tree protection measures that will be utilized to ensure all trees to be retained remain viable post-construction.
 - ii. Stages of development at which inspections are required to ensure tree protection measures are adhered to must be specified.
 - b. A tree protection plan (scale drawing) must provide details of:
 - i. The tree protection zone and structural root zone for all trees to be retained on the site and for all trees on neighbouring properties where any part of the tree protection zone falls within the subject site.

- ii. The location of tree protection measures to be utilised.
 - iii. A notation to refer to the tree management plan.
- 15. All protection measures identified in the endorsed tree management plan must be implemented, and development works undertaken on the land must be undertaken in accordance with the tree management plan, to the satisfaction of the Responsible Authority.
- 16. Prior to the commencement of works, the name and contact details of the project arborist responsible for implementing the tree management plan must be submitted to the Responsible Authority.
- 17. Tree protection fencing is to be established around the street trees prior to demolition and maintained until all works on site are complete and:
 - i. The fencing is to be a 1.8 metre high temporary fence constructed using steel or timber posts fixed in the ground or to a concrete pad, with the fence's side panels to be constructed of cyclone mesh wire or similar strong metal mesh or netting.
 - ii. The fencing is to encompass the entire nature strip with each end 3 metres from the base of the tree.

Stormwater Drainage

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

Noise

- 19. The use of the site shall not cause nuisance or be detrimental to the amenity of the neighbourhood by the emission of noise. In this regard any nuisance shall be assessed in accordance with the Australian Standards AS1055 and AS2107 relating to the measurement of Environmental Noise and recommended sound levels.
- 20. Noise levels associated with the use must at all times comply with the Environment Protection Regulations under the *Environment Protection Act 2017* and the incorporated Noise Protocol (Publication 1826, Noise Limit and Assessment Protocol for the Control of Noise from Commercial, Industrial and Trade Premises and Entertainment Venues).
- 21. Mechanical plant should not be located near adjacent existing dwellings, unless accompanied by an acoustic report showing noise protocol conformance, submitted for endorsement to the satisfaction of the Responsible Authority.
- 22. Uses shall be conducted in accordance with times set out in Environment Protection Regulations 2021, Part 5.3, Division 2, Clause 114, unless accompanied by an acoustic report showing conformance with suitable acoustic benchmarks, submitted for endorsement to the satisfaction of the Responsible Authority.
- 23. The measures in the endorsed environmental noise assessment, prepared by Resonate, dated 28 June 2022, must be implemented to the satisfaction of the Responsible Authority before the use can commence and the use shall be conducted in accordance with the measures identified in the report. The environmental noise assessment must not be modified unless without the written consent of the Responsible Authority.

Infrastructure

- 24. Prior to the commencement of any development associated with the approved use, property boundary, footpath and vehicle crossover levels must be obtained from Council's roads and drains department with all levels raised to the satisfaction of the Responsible Authority.

**City of Kingston
Ordinary Council Meeting**

Agenda

30 January 2023

25. The replacement of all footpaths, including offsets, must be constructed to the satisfaction of the Responsible Authority.
26. All reinstatements and vehicle crossovers must be constructed to the satisfaction of the Responsible Authority.
27. Vehicle crossovers must be constructed to council's industrial strength specifications.
28. All front and side fences must be contained wholly within the title property boundaries of the subject land.
29. Any existing vehicular crossover not in accordance with the endorsed plan must be removed and the kerb reinstated in a manner satisfactory to the Responsible Authority and any proposed vehicular crossover must be fully constructed to the Responsible Authority's standard specification.

Permit Expiry


30. In accordance with Section 68 of the *Planning and Environment Act 1987* (the Act), this permit will expire if one of the following circumstances applies:

- The use is not started before two (2) years from date of this permit.
- The use is discontinued for a period of two (2) years.

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

Note: Prior to the commencement of the development or use, you are required to obtain the necessary building permit.

Appendices

Appendix 1 - Considered plans (Ref 23/10726) 

Author/s: Metika Claxton, Statutory Planner
Reviewed and Approved By: Jennifer Pippo, Team Leader Statutory Planning
Nikolas Muhllechner, A/Manager City Development

8.2

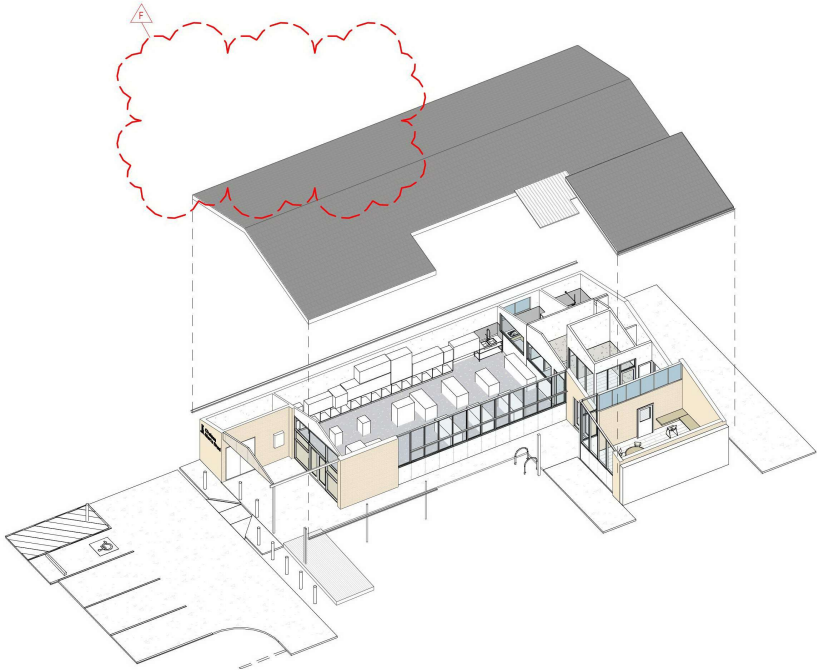
KP-2022/60 - 71 CATHERINE AVENUE CHELSEA

1	Considered plans	89
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Chelsea Men's Shed Redevelopment

71 Catherine Avenue, Chelsea

Phase: Design Development



Architectural Drawing Schedule	
Sheet Number	Sheet Name
A100	Cover Sheet & Drawing List
A101	Finishes Schedule
A102	Fixtures Schedule
A103	Site Plan - Existing & Demolition
A104	Plan - Existing & Demolition
A105	Plan - RCP - Existing & Demolition
A106	Site Plan
A107	Plan
A108	Plan - RCP
A109	Plan - Roof
A110	Elevations
A111	Wet Areas & Joinery - Sheet 01
A112	Wet Areas & Joinery - Sheet 02
A113	Signage
A114	Window Schedule
A120	Schedules - Sheet 01
A704	Door Signage Schedule - Sheet 02
A802	AS1428.1 Details - Sheet 01
A803	AS1428.1 Details - Sheet 02



No.	Description	Date
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F	Detailed Design - Client Design Issue	220527

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PROJECT
Chelsea Men's Shed

CLIENT
City of Kingston

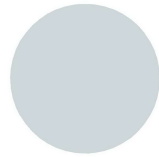
PROJECT
220102

SCALE
1 : 750

DRAWING TITLE
Cover Sheet & Drawing List

DRAWING
A100

REV
F



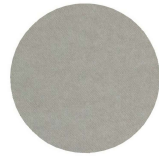
W.L1.01
TILE SPLASHBACK
JOHNSON TILES SPECTRUM
SHARKSKIN
97x197 BRICKBOND



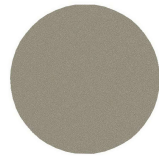
LM1
JOINERY BENCH WORKTOP
LAMINEX POLAR WHITE



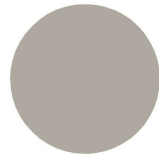
LM2
JOINERY DOORS
LAMINEX NATURAL OAK
WHITE MELAMINE CARCASE



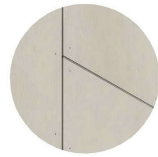
WL.AU.01 - ACOUSTIC
WALLBOARD
AUTEX COMPOSITION
SAVOYE



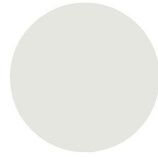
AL.PC.1
ALSPEC ECO-FRAME
GLAZING SUITE
DULUX DURATEC
ETERNITY NICKEL PEARL
MATT



SI.DP / SI.RF
DOWNPIPES, ROOF
FLASHINGS &
ACCESSORIES, FASCIAS:
COLORBOND DUNE



W.T2.02
EXTERNAL WALL LINING
HARDIE EXOTEC 9mm
EXPRESSED JOINT FC PANEL
PAINTED TO MATCH
COLORBOND DUNE



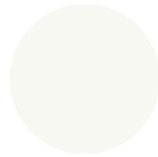
WF.P.01
WALL PAINT COLOUR
DULUX SNOWY MOUNTAINS



CF.P.02
CEILING PAINT COLOUR
DULUX VIVID WHITE

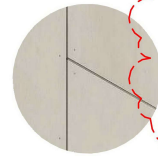


C1.01
CEILING LINING
KNAUF PERFORATED
PLASTERBOARD
STRATOPANEL



C1.02
CEILING LINING
10mm PLASTERBOARD

NOTE:
CEILING TILE SELECTION
TO HAVE A CAC OF 35 &
NRC 0.5



C2.04
EXISTING SOFFIT LINING TO
BE PAINTED TO MATCH
COLORBOND DUNE



F.CS.01
CONCRETE SEALER
AVISTA CLEAR



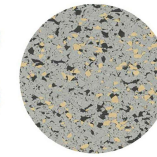
F.CE.01
CONCRETE PAVING SLAB
HANSON IMAGECRETE
EXPOSED AGGREGATE
OCEAN GROVE



F.V.01
FLOOR VINYL
FORBO ELEPHANT R11
150mm COVED



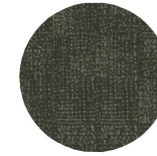
F.M.01
ENTRY AREA
BIRRUS
ULTRAMATT



F.R.01
WORKSHOP FLOOR
RUBBER FLOOR
REGUPOL EVEROLL 4mm
INTENSITY KYPROS



F.R.02
WORKSHOP FLOOR
WALKWAY
RUBBER FLOOR
REGUPOL EVEROLL 4mm
ACTIVE KUSH



F.C.01 - CARPET
ABOVELEFT CARPETS INTER
CROPLANDS ORGANIC
CL09 CLAY
250x1000



F.AS
CAR PARK SURFACE
30mm ASPHALT OVER 150mm
RECYCLED CONCRETE ROAD
BASE TO ENGINEER'S SPEC.



F.GP (OPTION)
GRASS PAVERS

No.	Description	Date
A	Detailed Design - Client Design Issue	200304
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F	Detailed Design - Client Design Issue	220527

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PROJECT
Chelsea Men's Shed

CLIENT
City of Kingston

PROJECT
220102

SCALE
1 : 1

DRAWING TITLE

Finishes Schedule

DRAWING
A101

REV
F

MEN'S SHED EQUIPMENT SCHEDULE			
Code	Description	Qty.	Supplier
SE.PC	Paint Cabinet	2	
SE.BG1	BENCH GRINDER	1	CHELSEA MEN'S SHED
SE.BG2	BENCH BAND SAW & GRINDERS	1	CHELSEA MEN'S SHED
SE.BG3	BENCH GRINDERS	1	CHELSEA MEN'S SHED
SE.DF	DUST FILTER	1	CHELSEA MEN'S SHED
SE.MD	METAL DROP SAW	1	CHELSEA MEN'S SHED
SE.ML	METAL LATHE	1	CHELSEA MEN'S SHED
SE.PH	STORAGE PIGEON HOLES	1	CHELSEA MEN'S SHED
SE.PL	PLANER THICKNESSER	1	CHELSEA MEN'S SHED
SE.TR	TRITON ROUTER BENCH	2	CHELSEA MEN'S SHED
SE.TS	TRITON SAW BENCH	1	CHELSEA MEN'S SHED
SE.WB1	WORK BENCH	5	CHELSEA MEN'S SHED
SE.WB2	WORK BENCH	1	CHELSEA MEN'S SHED
SE.WB3	WORK BENCH	1	CHELSEA MEN'S SHED
SE.WB4	WORK BENCH	1	CHELSEA MEN'S SHED
SE.WD1	WOOD DROP SAW	1	CHELSEA MEN'S SHED
SE.WD2	WOOD DROP SAW	1	CHELSEA MEN'S SHED
SE.WL	WOOD LATHE	1	CHELSEA MEN'S SHED
SE.DW	DISHWASHER	1	CITY OF KINGSTON
SE.FR	2-DOOR FRIDGE	1	CITY OF KINGSTON
SE.OV	OVEN	1	CITY OF KINGSTON

PROJECT FIXTURES SCHEDULE				
Image	Code	Description	Model	Manufacturer
	ASC.01	Shower Curtain Rail	RBA4 171-1 00	RBA Group
	BA.03	Luna Shelf Wall Basin	87391 5W	Caroma
	BT.01	ECO CHROME BOTTLE TRAP	68729 5C	CAROMA
	CS.01	STAINLESS STEEL CLEANERS SINK WITH BRACKETS AND LEGS (PRODUCT CODE: CSL)	CSL	BRITEX
	FS.01	PHENOLIC FOLDING SHOWER SEAT	B8196 87	BOBRICK
	FW.1	Stainless Steel HeelGrate Floor Drain Grate Round 100x80 PVC Slip-In	30218 2X	GALVIN ENGINEERING
	GRB.2	MODULAR 90° WRAPAROUND GRAB RAIL, LEFT HAND - FOR OPPOSITE HAND (RH) USE RBA4091-113	RBA4 091-1 03	RBA GROUP
	MR.02	Glass Mirror with Stainless Steel Frame	B1658 1639	Bobrick
	SH.03	SHOWER T-RAIL SET WITH 900MM SHOWER T-GRAB RAIL, SLIDER, HANDSET & HOSE	Show er T-Rail Set	RBA Group
	SM.01	BASE MK2 SHOWER MIXER TAP CHROME	95034 10	REECE
	TP.01	LINDONI 5 STAR WELS SLPm SCALD GUARD™ BASIN MIXER	21623 6	LINDONI
	TP.03	WALL MOUNTED SINK SET WITH GOOSENECK SWIVEL. PRODUCT CODE: TW-SET-05	TW-S ET-05	BRITEX
	TP.07	Enware Oras Vega SLM607D-6 sink mixer with optional spout limit adjustment fittings. Install mixer tap handle facing towards front of bench with spout centred over sink. Restrict swivel range of spout to above the sink.	SLM6 07D-6	ENWARE
	WC.02	Liano Cleanflush® Easy Height Invisi Series II® Wall Faced Toilet Suite (pan & Invisi Cistern) Anthracite Grey Seat with Invisi Series II® Round Dual Flush Plate & Raised Care Buttons (Plastic) Afternoon Daze	76630 0AG & 23701 1AD	Caroma
	WC.04	Caroma Care 800 Wall Faced Invisi II Suite With Backrest & Caravelle Care Single Flap Seat - Anthracite Grey with Invisi Series II® Round Dual Flush Plate & Raised Care Buttons (Plastic) Afternoon Daze	71832 0BSB & 23701 1AD	Caroma

FIXTURES SCHEDULE				
Image	Code	Description	Model	Manufacturer
	GRB-1	90° AMBULANT ANGLED GRAB RAIL	RBA4090-450	RBA Group
	ACB-1	ACCESSIBLE COMPLIANT BACKREST	GRB-03_HANDR AILS	WC-06_CAR OMA_INVISI CLEANCARE 800
	WH-02	DOUBLE WALL HOOK - BOBRICK B672	B672	BOBRICK
	TRH.02	ICON TOILET ROLL HOLDER	a67.61.v2	ASTRA WALKER
	MP.01	Mop & Broom Holder with Hooks	ML982_30	Metlam
	SD.03	SOAP DISH	9001	BRADLEY CORPORATI ON
	SD.01	STAINLESS STEEL HORIZONTAL SOAP DISPENSER	ML 600 AS	Metlam

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F	Detailed Design - Client Design Issue	220527

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PROJECT
Chelsea Men's Shed

CLIENT
City of Kingston

PROJECT
220102

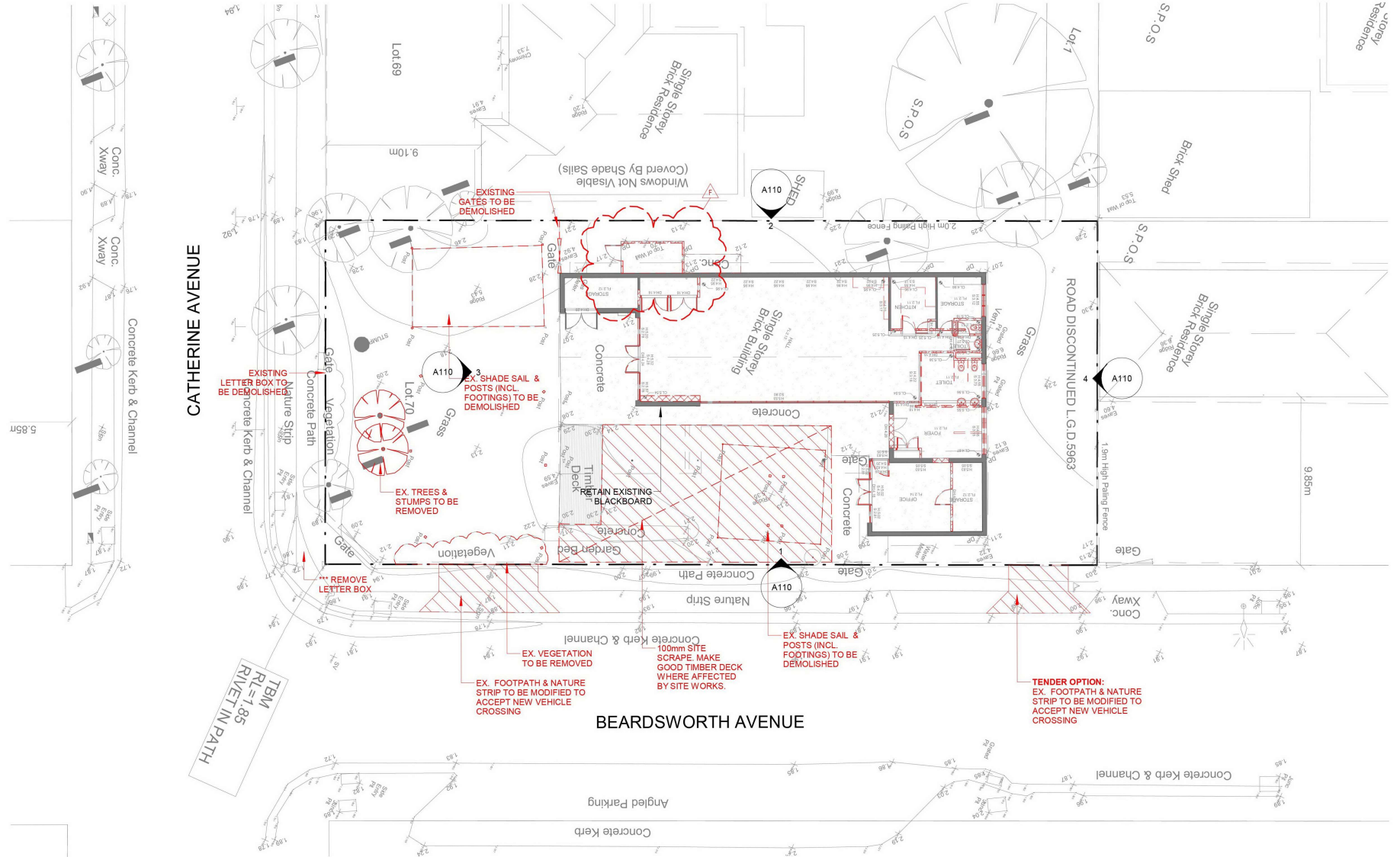
SCALE



DRAWING TITLE
Fixtures Schedule

DRAWING
A102

REV
F



No.	Description	Date
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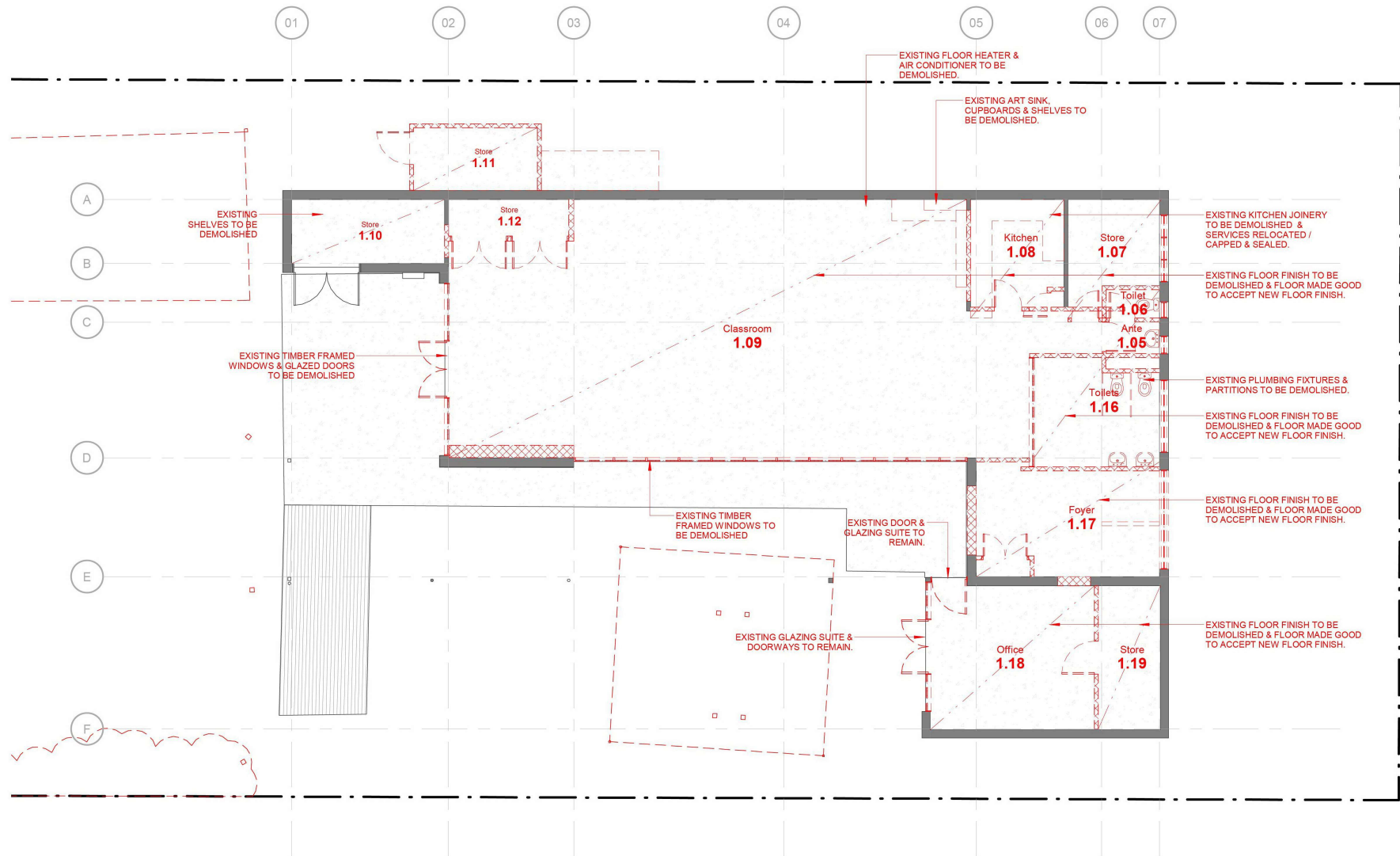
PROJECT
220102

SCALE
1 : 200



DRAWING TITLE
Site Plan - Existing &
Demolition
DRAWING
A103

REV
F



No.	Description	Date
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PROJECT
Chelsea Men's Shed

CLIENT
City of Kingston

PROJECT
220102

SCALE
1 : 100

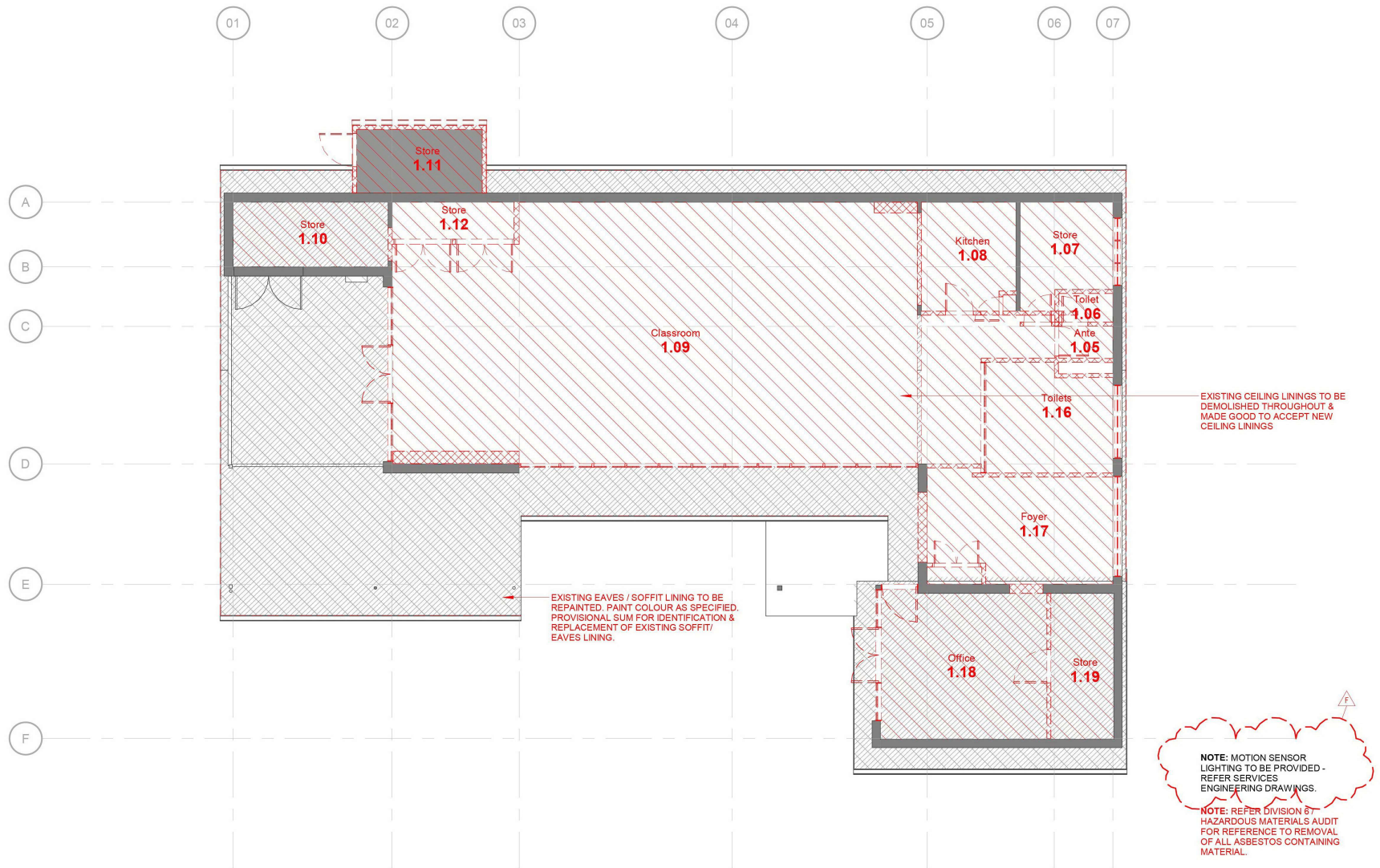


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Plan - Existing & Demolition

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A104

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No.	Description	Date
A	Detailed Design - Client Design Issue	200304
B	Detailed Design - Client Design Issue	220330
C	Detailed Design - Client Design Issue	220408
D	Detailed Design - Client Design Issue	220426
E	Detailed Design - Client Design Issue *	220518
F	Detailed Design - Client Design Issue	220527

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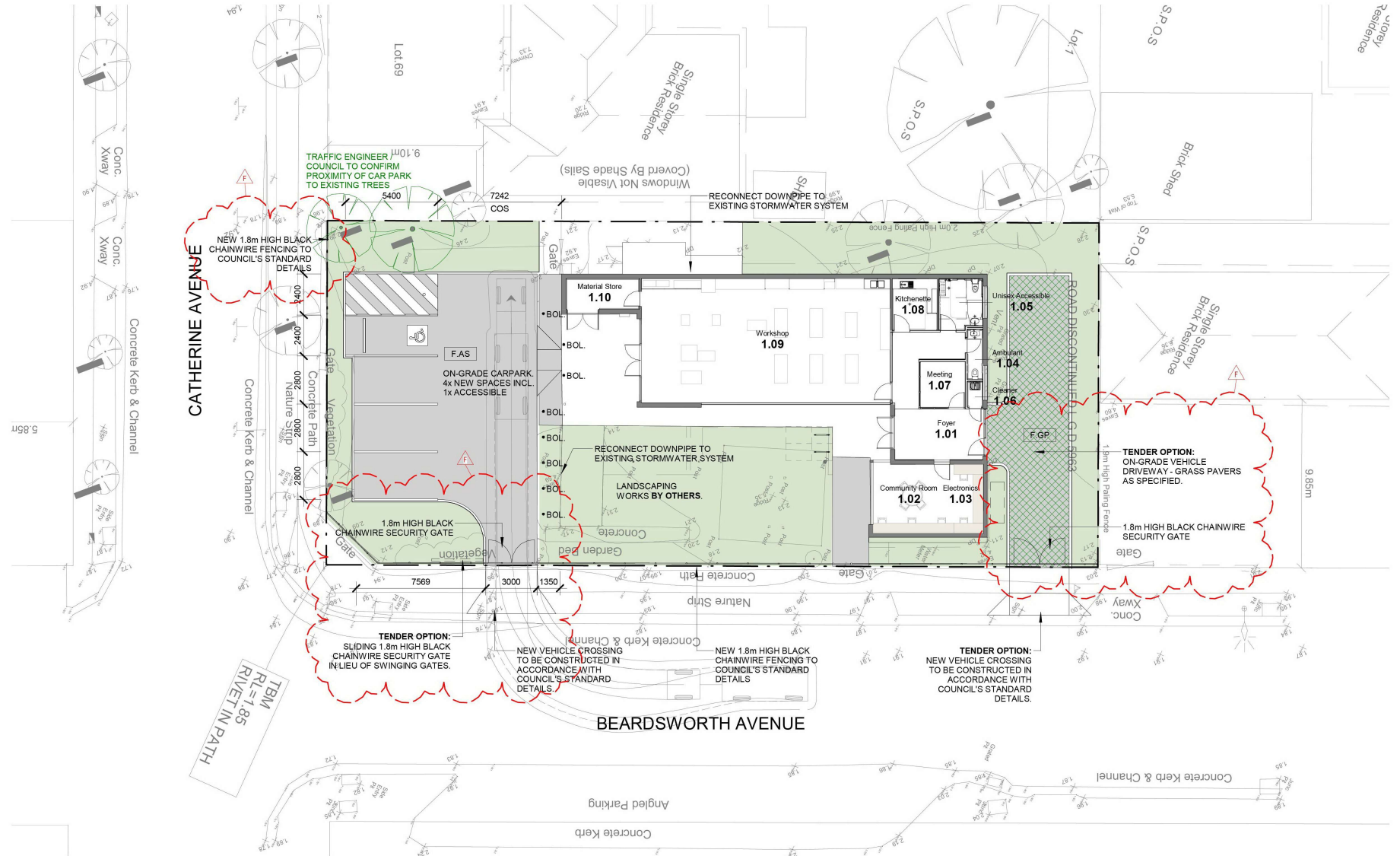
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REV
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No.	Description	Date
A	Detailed Design - Client Design Issue	200304
B	Detailed Design - Client Design Issue	220330
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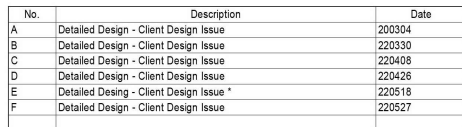


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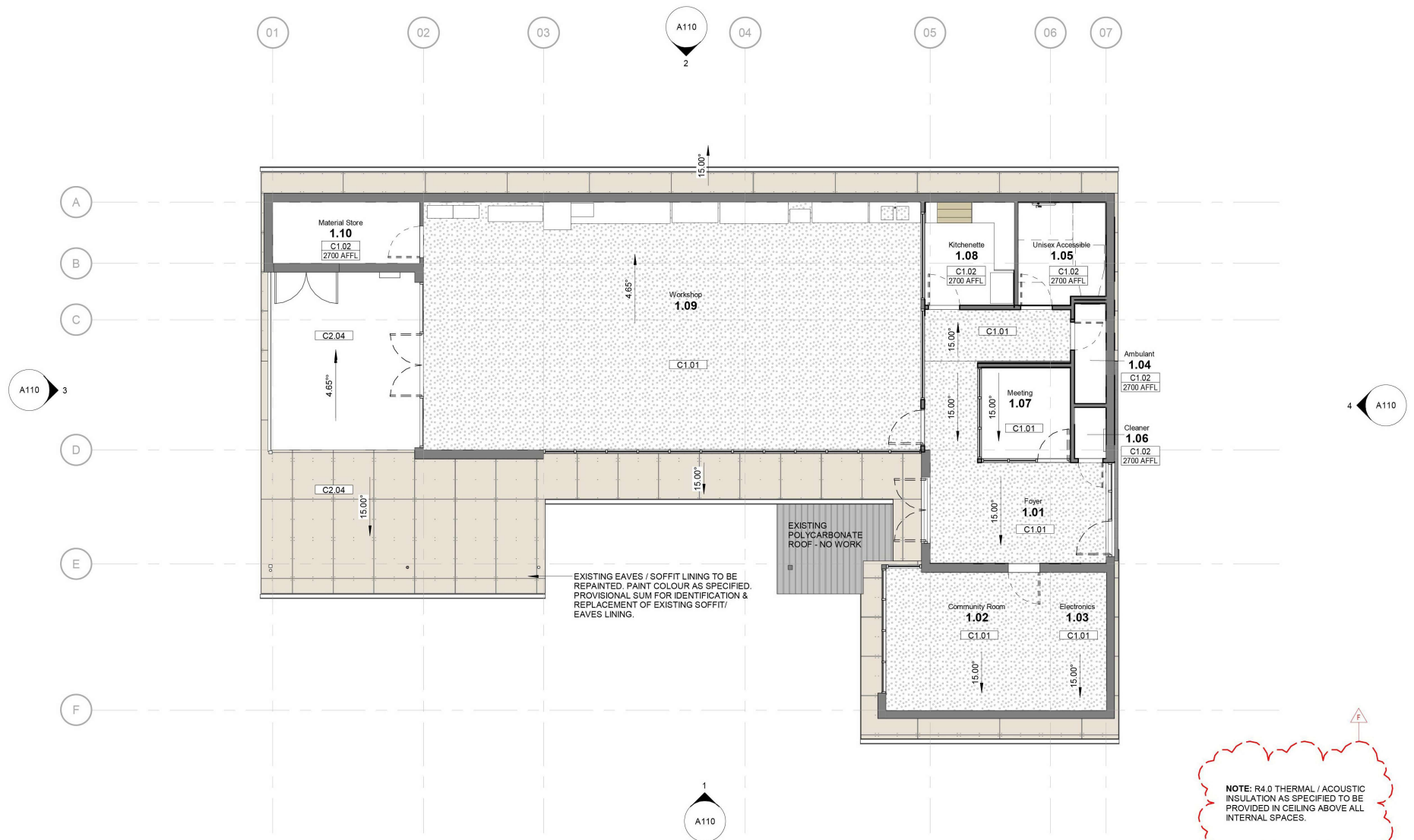
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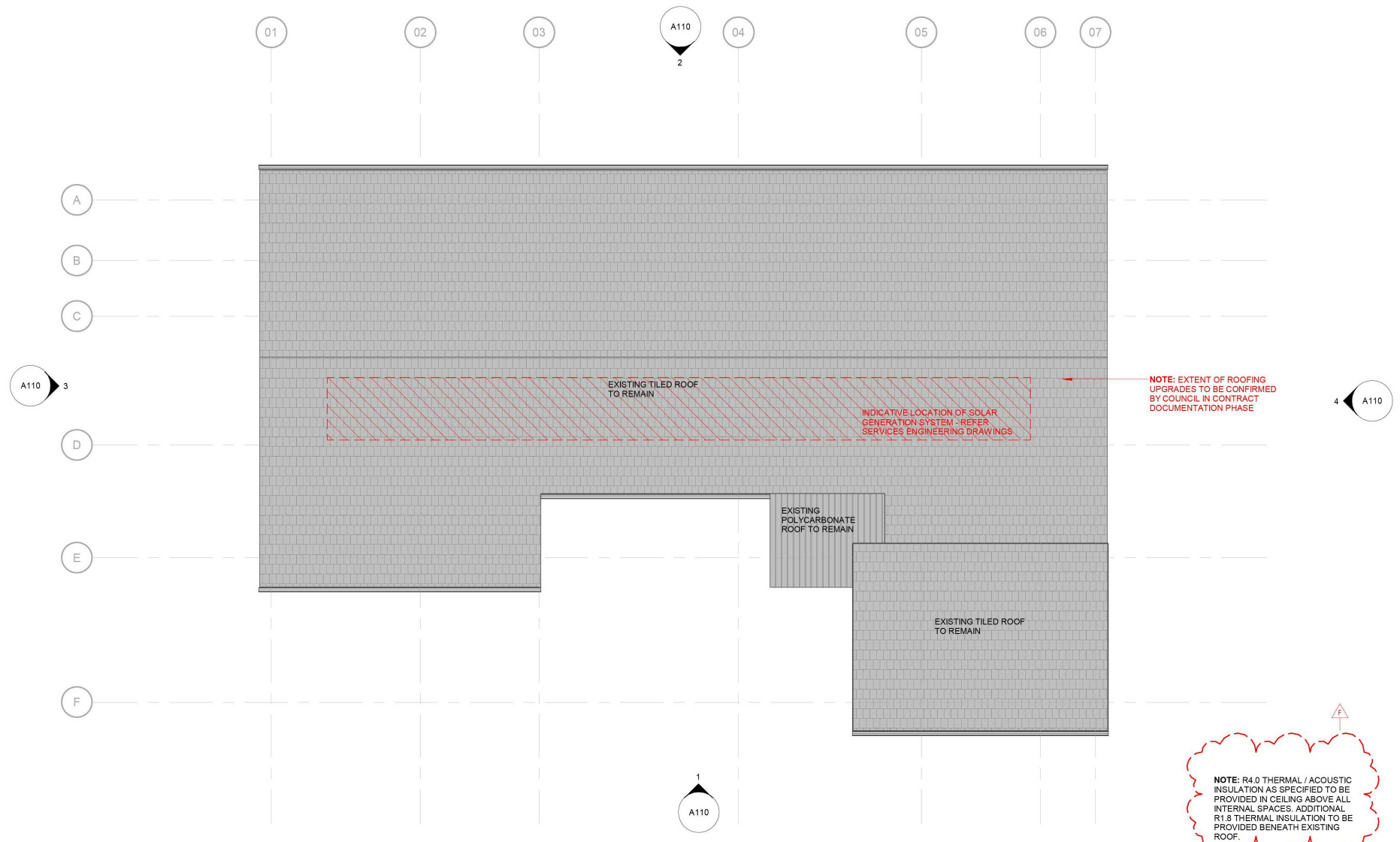
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PROJECT
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Plan - RCP
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No.	Description	Date
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B	Detailed Design - Client Design Issue	220330
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SCALE
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DRAWING TITLE
Plan - Roof
DRAWING
A109

REV
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No.	Description	Date
A	Detailed Design - Client Design Issue	200304
B	Detailed Design - Client Design Issue	220330
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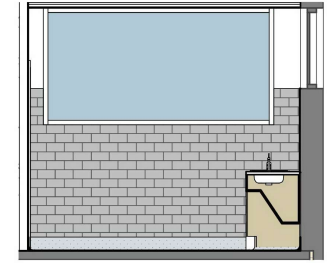
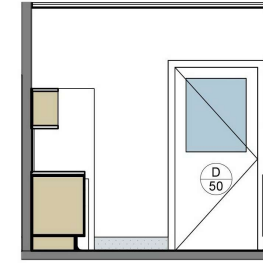
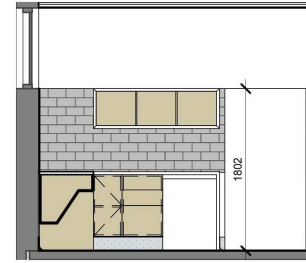
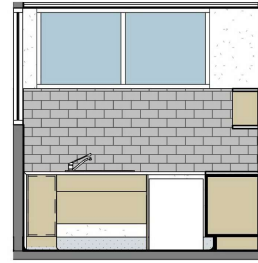
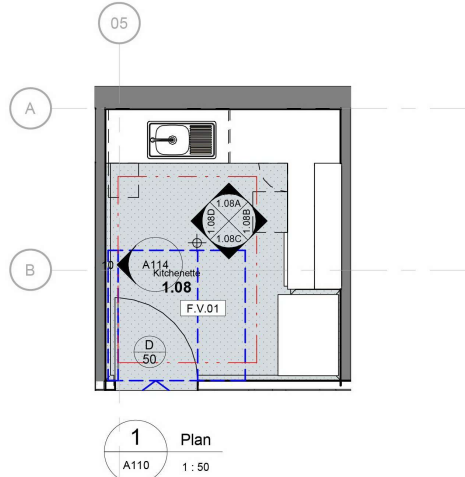
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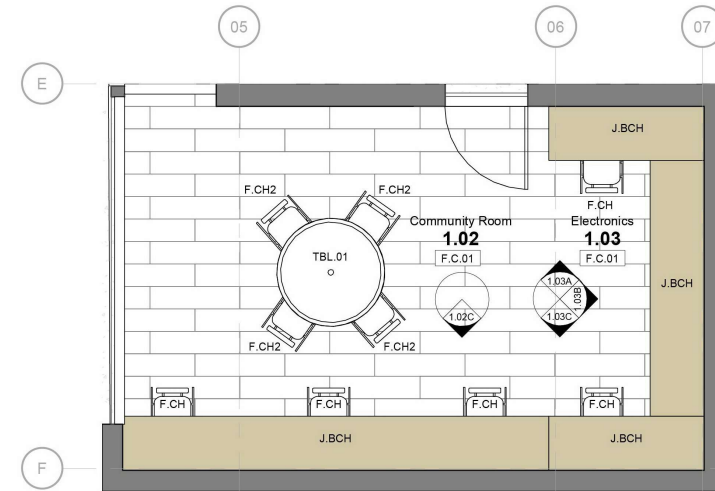


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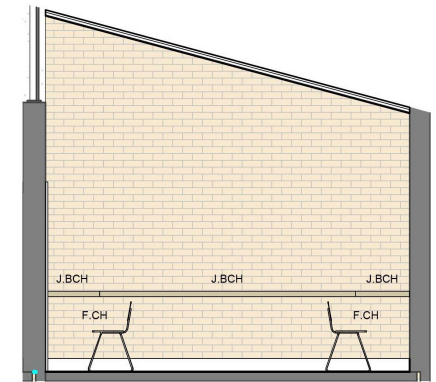
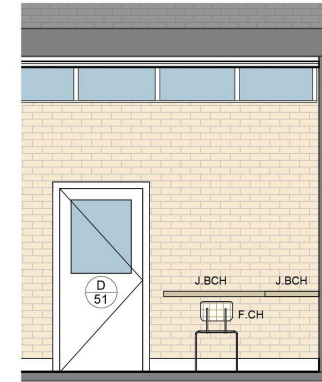
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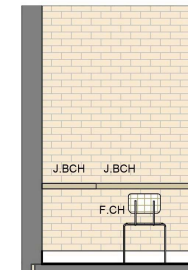


2 Plan - 1.02 Community Room / Electronics
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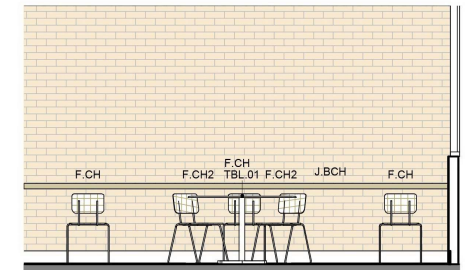


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A111 1:50

1.03B 1.03 Electronics - B
A111 1:50



1.03C 1.03 Electronics - C
A111 1:50



1.02C 1.02 Community Room - C
A111 1:50

No.	Description	Date
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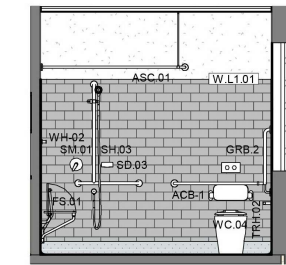
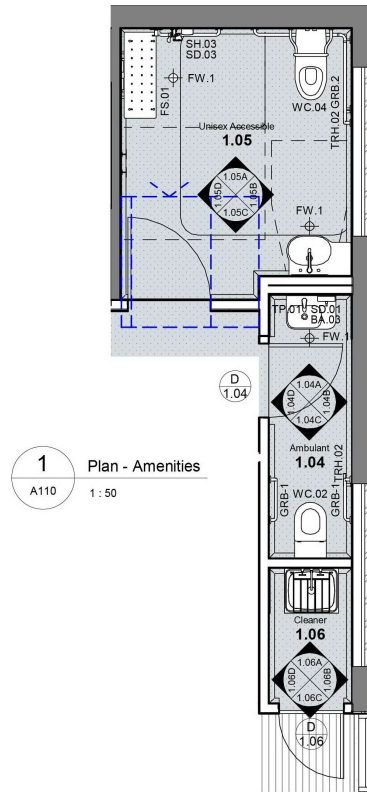


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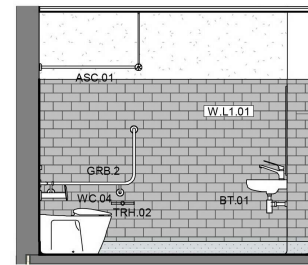
Wet Areas & Joinery - Sheet 01

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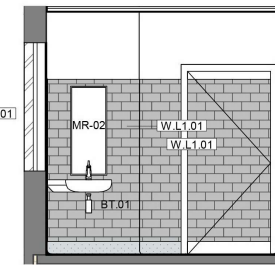
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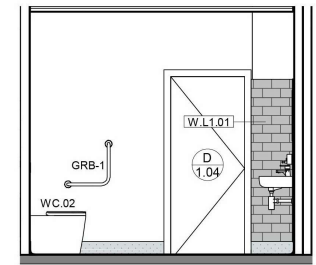
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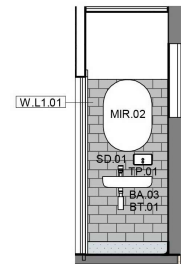
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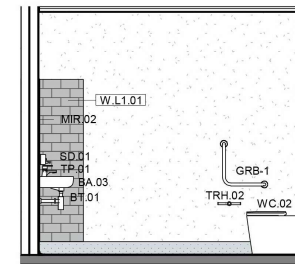
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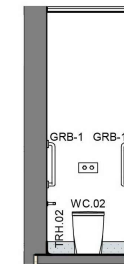
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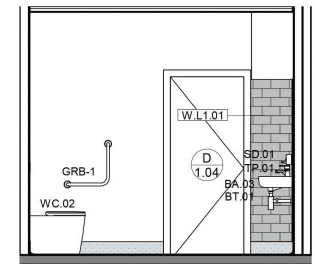
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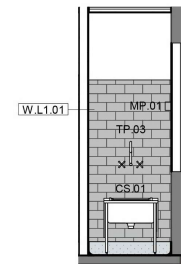
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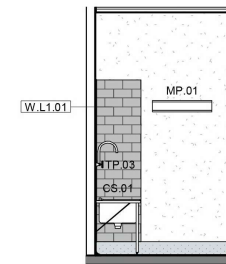
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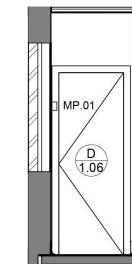
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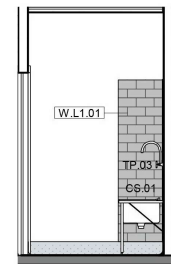
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A112 1:50



1.06B 1.06 Cleaner - B
A112 1:50



1.06C 1.06 Cleaner - C
A112 1:50



1.06D 1.06 Cleaner - D
A112 1:50

No.	Description	Date
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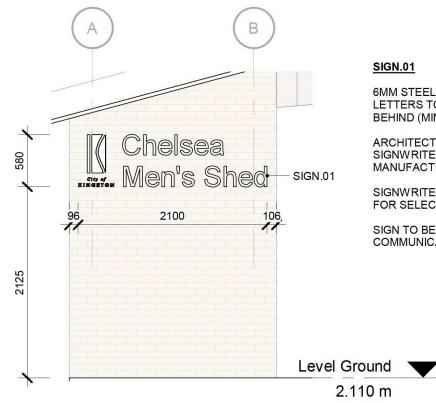


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Wet Areas & Joinery - Sheet 02

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**SIGN.01**

6MM STEEL LASER CUT LETTERS. SURFIMIST POWDERCOAT FINISH.
LETTERS TO SIT 30MM OFF BUILDING FACE ON PINS TO BRICKWORK
BEHIND (MIN. 2 PINS PER LETTER)

ARCHITECT TO PROVIDE * DWG OR * AI FILE TO SIGNWRITER.
SIGNWRITER TO PROVIDE SHOP DRAWINGS FOR APPROVAL PRIOR TO
MANUFACTURING AND INSTALLATION.

SIGNWRITER TO PROVIDE UV RESISTANT ACRYLIC COLOUR SAMPLES
FOR SELECTION BY ARCHITECT.

SIGN TO BE SIGNED OFF BY ARCHITECT AND KINGSTON CITY COUNCIL
COMMUNICATION DEPT. / PROJECT MANAGER

S.01 Sign - Detail
A110 1 : 50

No.	Description	Date
A	Detailed Design - Client Design Issue	200304
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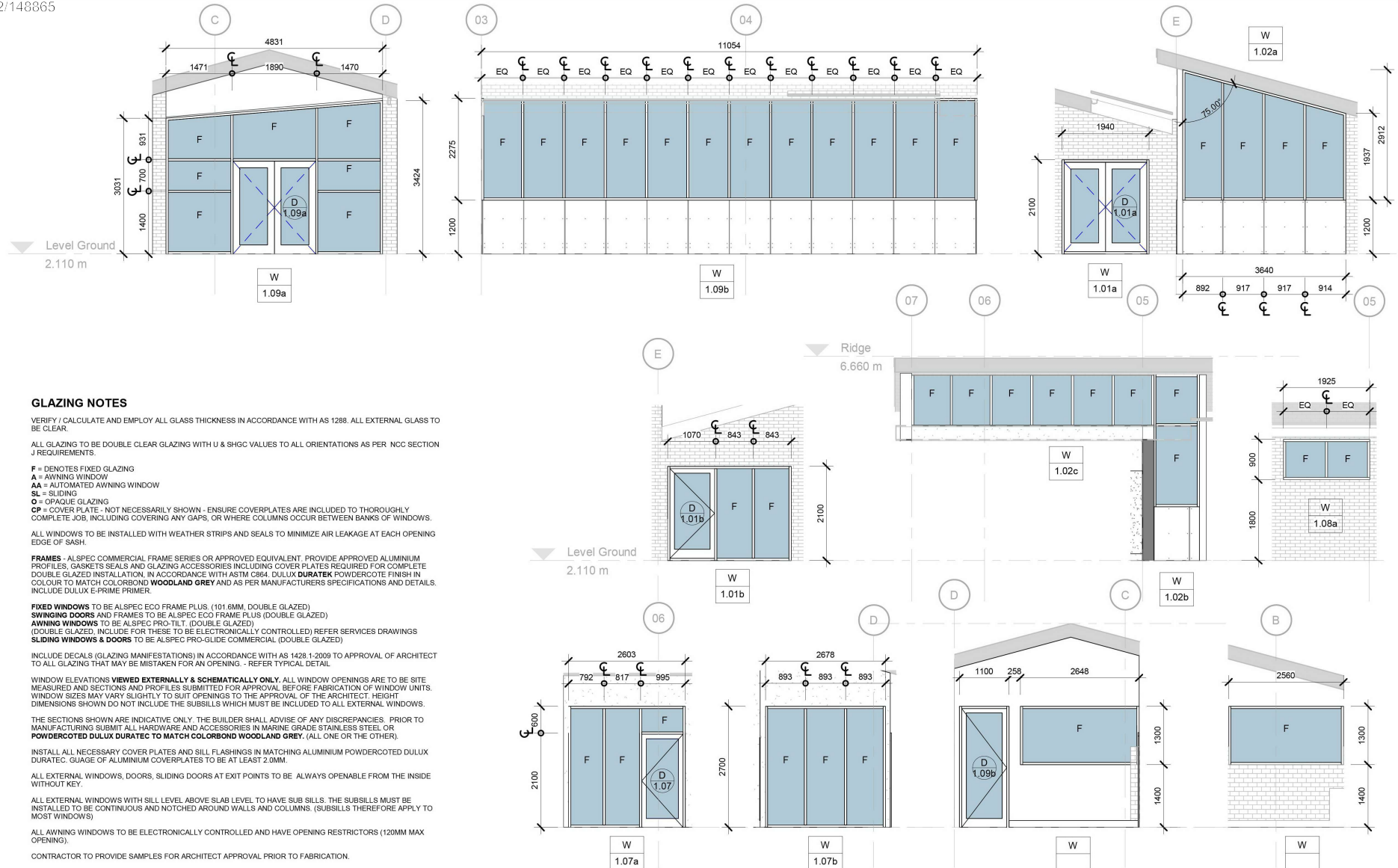
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Signage

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No.	Description	Date
A	Detailed Design - Client Design Issue	200304
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Window Schedule

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Ordinary Council Meeting

30 January 2023

Agenda Item No: 8.3

TREE REMOVAL APPLICATION AT LOT 1 CENTRE ROAD, OAKLEIGH SOUTH - PT-2022/497

Contact Officer: Corey Smith, Senior Vegetation Management Officer
Guillermo Henning, Team Leader Planning Appeals and Compliance

Purpose of Report

The purpose of this report is to brief Council on a tree removal application that seeks approval for the removal of trees under the Council's Community Local Law. Given previous tree approvals issued for this site in 2022, it is considered that the proposal to remove a further nine (9) trees will exceed the threshold intended by the council resolution relating to officer's delegation on request for the removal of ten (10) or more trees from an individual site.

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 grant Local Law Permits for those trees outlined in Section 2 of this report where the Recommendation is to remove trees pursuant to the assessment criteria contained within Clause 42 of the Community Local Law and provide for replacement planting at a ratio of up to 3:1 for each tree proposed to be removed.

1. Executive Summary

At Council's Special Meeting on 14 October 2019 Council resolved, among other things, the following:

11. *The instrument of delegation be amended to escalate any planning or local laws application for 10 or more tree removals for Council decision.*

In following the abovementioned Council resolution, Officers are bringing this report to Council for a decision. Whilst the current application only seeks the removal of nine (9) trees, officers have previously issued approvals for the removal of nine (9) trees on this site in September 2022.

Consequently, the removal of a further nine (9) trees is considered to exceed the threshold required under the abovementioned Council Resolution. This approach is in place to prevent permit applicants from lodging separate permit applications with requests of less than ten (10) trees to avoid the resolution.

The main reason for the removal of the trees relates to the proposed alteration of the layout of the course. The Commonwealth Golf Club representatives have indicated that the alterations proposed are required to make some improvements to the greens and bunkers and to widen the fairway in some locations in order to make the course more technically challenging. The Club has engaged world-renowned golf course architects Renaissance Golf Design Inc to oversee the restoration works, who have endeavoured to minimise the impact on existing vegetation and avoid tree removals.

Whilst the proposed works would require the removal of vegetation, the Club has commissioned an overall landscape masterplan to guide the long-term habitat of the site. The principles adopted are focused on re-establishing the 5 naturally occurring EVCs on the site.

Officers have undertaken an assessment of the trees proposed to be removed and are supportive of the proposal subject to conditions requiring replacement planting of up to a ratio of 3:1 for each tree proposed to be removed. The conditions will require the species to be consistent to the EVC of the site.

2. Discussion

Council's Senior Vegetation Management Officer, Rick Owers, undertook a detailed assessment of the vegetation proposed to be removed including multiple site inspections.

In their assessment Council officers have considered the following:

- An assessment of the health and structure of the tree;
- An assessment of the reasons for the removal of the trees; and
- An assessment of risk that quantifies the risk of significant harm from tree failure in a way that enables the balance between safety, tree values and likely target and operate to predetermined limits of tolerable or acceptable risk as per the table below:

Threshold	Description
1/1 to 1/000	Unacceptable Risk is not ordinarily tolerated.
1/1000 to 1/100,000	Unacceptable when imposed to others Risk is not ordinarily tolerated.
1/100,000 to 1/1,000,000	Tolerable when imposed to others. Risks are tolerable if as low as reasonably practical.
Greater than 1/1,000,000	Broadly acceptable. Risk is as low as reasonably practical.

**City of Kingston
Ordinary Council Meeting**

Agenda

30 January 2023

The officer's individual tree assessment is provided on the table below.

Tree no.	Tree ID	Botanical Name	Common Name	Origin	Height (m)	Assessment	Summary of risk assessment	Recommendation
1	739	<i>Coymbia ficifolia</i>	Flowering gum	None-VIC Native	14	Remove- Poor Structure with previous failures that are expected to continue. Declining health restricts the ability of the tree to adapt to new wind loading.	Medium Limb Over walkway from clubhouse to Tee area. Target 2, Size 3, POF 3, 1/50k- Unacceptable	Approved for Removal
2	199	<i>Angophora costata</i>	Smooth Barked Apple	None-VIC Native	10	Good Health and Structure. Additional information has been received that includes justification for the removal of this tree due to the proposed fairway extension. Fairway has already been extended and tree is now preventing designed use of land.	Small Limb over Fairway. Target 2, Size 4, POF 7. <1/1m - Broadly Acceptable	Approved for Removal
3	398	<i>Eucalyptus sideroxylon</i>	Red Ironbark	None-VIC Native	10	Good Health and Fair Structure. Additional information has been received that includes justification for the removal of this tree due to the proposed fairway extension.	Small Limb over Golf Rough. Target 2, Size 4, POF 7. <1/1m - Broadly Acceptable	Approved for Removal
4	399	<i>Eucalyptus leucoxylon</i>	Yellow Gum	VIC Native-Planted	12	Good Health and Good structure. Additional information has been received that includes justification for the removal of this tree due to the proposed fairway extension.	Small Limb over Golf Rough. Target 2, Size 3, POF 5. <1/1m - Broadly Acceptable	Approved for Removal

**City of Kingston
Ordinary Council Meeting**

Agenda

30 January 2023

Tree no.	Tree ID	Botanical Name	Common Name	Origin	Height (m)	Assessment	Summary of risk assessment	Recommendation
5	400	<i>Eucalyptus leucoxylon</i>	Yellow Gum	VIC Native-Planted	8	Good Health and Good structure. Additional information has been received that includes justification for the removal of this tree due to the proposed fairway extension.	Small Limb over Golf Rough. Target 2, Size 4, POF 6. <1/1m - Broadly Acceptable	Approved for Removal
6	402	<i>Coymbia ficifolia</i>	Flowering gum	None-VIC Native	7	Good Health and Good structure. Additional information has been received that includes justification for the removal of this tree due to the proposed fairway extension.	Small Limb over Golf Rough. Target 2, Size 4, POF 7. <1/1m - Broadly Acceptable	Approved for Removal
7	403	<i>Coymbia ficifolia</i>	Flowering gum	None-VIC Native	5	Fair health with Poor structure. Previous central leader failure has eroded all vascular tissue on the tension side of remaining central limb.	Medium sized limb over Golf Rough. Target 3, Size 3, POF 3, 1/500k- Tolerable	Approved for Removal
8	408	<i>Eucalyptus botryoides</i>	Southern Mahogany	VIC Native-Planted	16	Poor Structure with previous failures that are expected to continue. Declining health restricts the ability of the tree to respond to failures. Multiple failed limbs resting in canopy	Medium limb over Golf Rough. Target 3, Size 3, POF 3, 1/500k- Tolerable	Approved for Removal
9	410	<i>Eucalyptus botryoides</i>	Southern Mahogany	VIC Native-Planted	16	Poor Structure with previous failures that are expected to continue. Declining health restricts the ability of the tree to respond to failures. Multiple failed limbs resting in canopy	Medium limb over Golf Rough. Target 3, Size 3, POF 3, 1/500k- Tolerable	Approved for Removal

Whilst some of the trees proposed to be removed are native to Victoria, Council officers agree that the vegetation was planted for amenity reasons by the golf course and are therefore exempt from the planning permit requirements of Clause 52.17 (Native Vegetation) of the Kingston Planning Scheme.

In summary, Officers recommend the following:

- The removal of 4 trees, due to poor structure and declining health.
- The removal of 5 trees, due to the proposed golf course redevelopment/fairway extension.

In determining whether to grant a *permit* under clause 42 of the Community Local Law, *Council* must take the following into consideration:

- 42B.1 *the effect of the removal of the protected tree on the aesthetics of the neighbouring area; and*
- 42B.2 *whether the protected tree is dead or there are health and safety reasons justifying removal of the protected tree; and*
- 42B.3 *whether it is likely that the protected tree gives rise to a risk of damage to property or to the safety of the public; and*
- 42B.4 *whether the protected tree is causing a public nuisance or creating an undue nuisance to adjoining landowners; and*
- 42B.5 *any other matter which Council considers relevant to the circumstances associated with the application.*

3. Conclusion

Officers consider that pursuant to Clause 42.B2 and 42B.3 of the Community Local Law a permit should be granted given the following:

- There are health and safety reasons justifying the removal of some of the protected trees.
- The information provided by the Club regarding the redevelopment of the Golf Course has been considered together with the proposed master plan and the updated vegetation management principles, and it is considered that the removal of vegetation will assist in the ongoing operation of the club. Therefore, the removal of the balance of the trees is supported subject replacement planting.

It is recommended that the approval of the removal of these trees should be subject to conditions requiring replacement planting.

Appendices

- Appendix 1 - PT-2022/497 - Commonwealth Golf Club- Officer's Assessment (detailed assessment) (Ref 23/10194)  [↓](#)
- Appendix 2 - PT-2022/497- Commonwealth Golf Club - Officer's Assessment (Location Map) (Ref 23/9977)  [↓](#)
- Appendix 3 - PT-2022/497 - Commonwealth Golf Club - Officer's Assessment (Photos) (Ref 23/9974)  [↓](#)
- Appendix 4 - PT-2022/301 - Commonwealth Golf Club - Vegetation and Landscaping Guidelines (Ref 22/190635)  [↓](#)

Author/s: Corey Smith, Senior Vegetation Management Officer
Guillermo Henning, Team Leader Planning Appeals and Compliance

Reviewed and Approved By: Nikolas Muhlechner, A/Manager City Development
Jonathan Guttmann, General Manager Planning and Place

8.3

TREE REMOVAL APPLICATION AT LOT 1 CENTRE ROAD, OAKLEIGH SOUTH - PT-2022/497

1	PT-2022/497 - Commonwealth Golf Club- Officer's Assessment (detailed assessment)	113
2	PT-2022/497- Commonwealth Golf Club - Officer's Assessment (Location Map)	115
3	PT-2022/497 - Commonwealth Golf Club - Officer's Assessment (Photos)	117
4	PT-2022/301 - Commonwealth Golf Club - Vegetation and Landscaping Guidelines	125

Tree no.	Tree ID	Botanical Name	Common Name	Origin	Height (m)	DBH	Health	Structure	ULE	Assessment	Recommendation
1	739	<i>Coymbia ficifolia</i>	Flowering gum	None-VIC Native	14	65cm	Fair	Poor	0-5	Poor Structure with previous failures that are expected to continue. Declining health restricts the ability of the tree to adapt to new wind loading.	Approved for Removal
2	199	<i>Angophora costata</i>	Smooth Barked Apple	None-VIC Native	10	50cm	Good	Good	10+	Good Health and Structure RFI received for reasoning around fairway extension. Fairway has already been extended and tree is now preventing designed use of land.	Approved for Removal
3	398	<i>Eucalyptus sideroxylon</i>	Red Ironbark	None-VIC Native	10	85cm	Good	Fair	10+	Good Health and Fair Structure. Adequate explanation has been provided for reasoning regarding fairway extension.	Approved for Removal
4	399	<i>Eucalyptus leucoxylon</i>	Yellow Gum	VIC Native- Planted	12	55cm	Good	Fair	10+	Good Health and Fair Structure. Adequate explanation has been provided for reasoning regarding fairway extension.	Approved for Removal
5	400	<i>Eucalyptus leucoxylon</i>	Yellow Gum	VIC Native- Planted	8	40cm	Good	Good	10+	Good Health and Good structure. Adequate explanation has been provided for reasoning regarding fairway extension.	Approved for Removal
6	402	<i>Coymbia ficifolia</i>	Flowering gum	None-VIC Native	7	40cm	Good	Good	10+	Good Health and Good structure. Adequate explanation has been provided for reasoning regarding fairway extension.	Approved for Removal
7	403	<i>Coymbia ficifolia</i>	Flowering gum	None-VIC Native	5	78cm	Fair	Poor	10+	Fair health with Poor structure. Previous central leader failure has eroded all vascular tissue on the tension side of remaining central limb. Adequate explanation has been provided for reasoning regarding fairway extension.	Approved for Removal
8	408	<i>Eucalyptus botryoides</i>	Southern Mahogany	VIC Native- Planted	16	40cm	Fair	Poor	5-10	Poor Structure with previous failures that are expected to continue. Declining health restricts the ability of the tree to respond to failures. Multiple failed limbs resting in canopy. Adequate explanation has been provided for reasoning regarding fairway extension.	Approved for Removal
9	410	<i>Eucalyptus botryoides</i>	Southern Mahogany	VIC Native- Planted	16	80cm	Fair	Poor	5-10	Poor Structure with previous failures that are expected to continue. Declining health restricts the ability of the tree to respond to failures. Multiple failed limbs resting in canopy. Adequate explanation has been provided for reasoning regarding fairway extension.	Approved for Removal

Commonwealth Golf Club Pt-2022/497 9x Trees



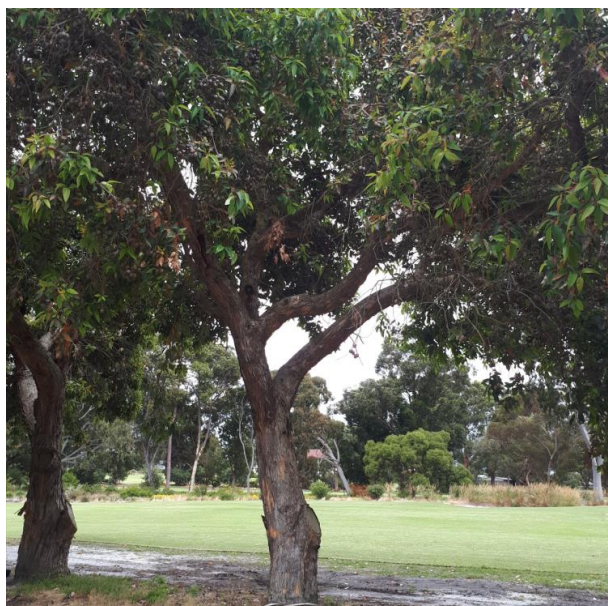
Commonwealth Golf Club Photos PT-2022/497

Tree 1- 739

Tree 2- 199Tree 3- 398

Tree 4- 399Tree 5- 400

Tree 6 – 402



Tree 7 – 403



Tree 8 – 408



Tree 9 - 410



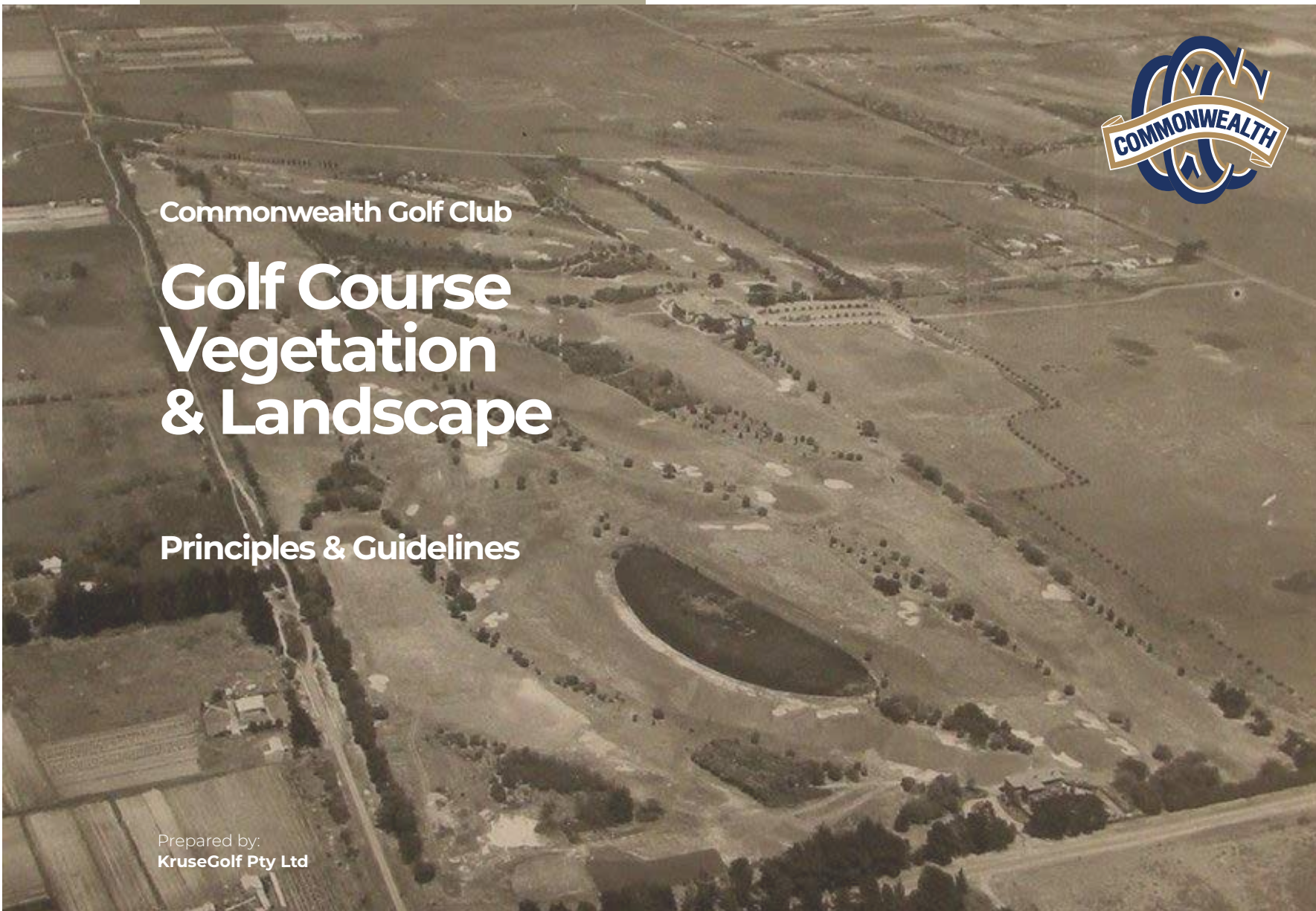


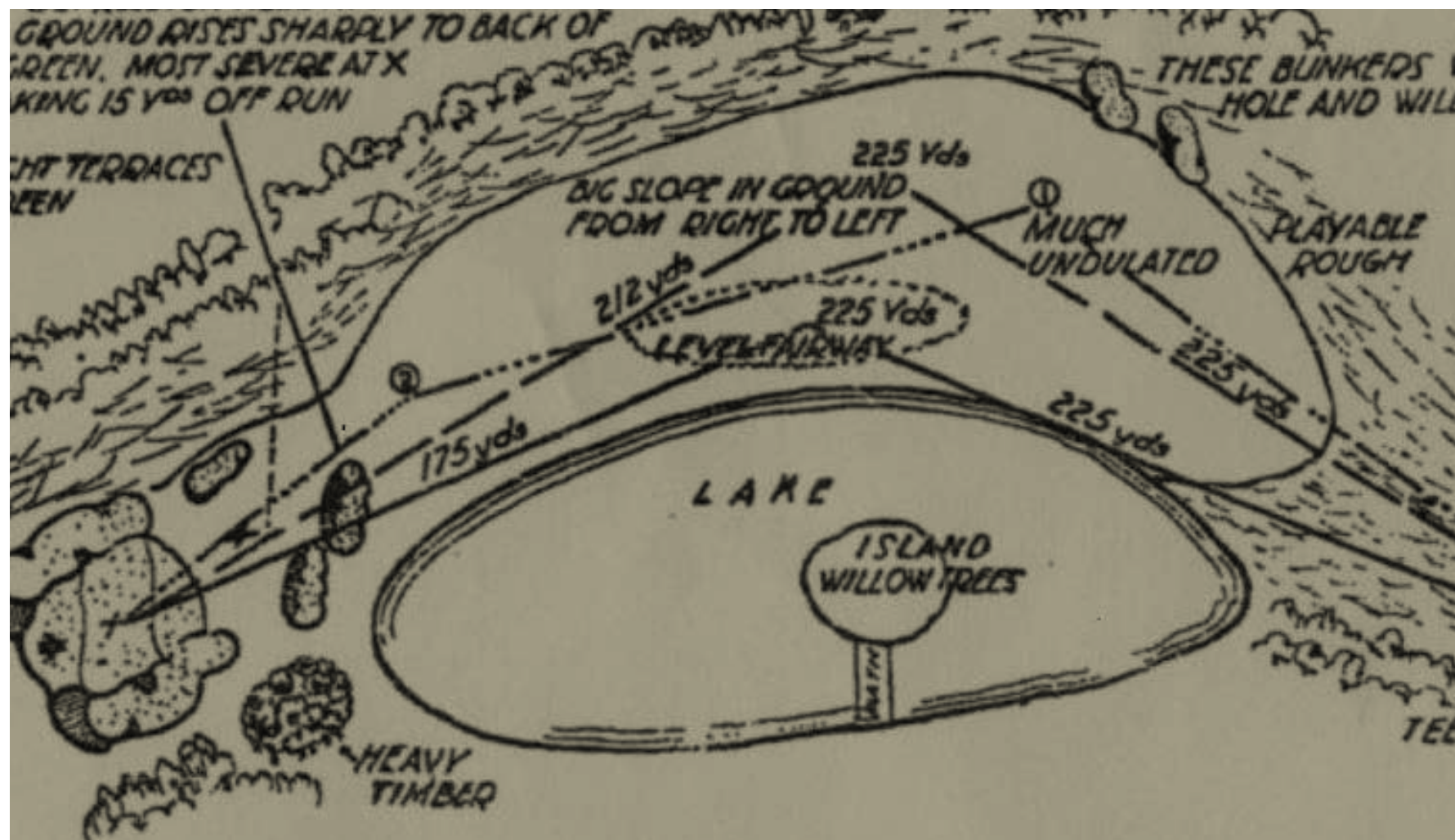
Commonwealth Golf Club

Golf Course Vegetation & Landscape

Principles & Guidelines

Prepared by:
KruseGolf Pty Ltd





one of the most instructive diagrams of a golf hole yet given in Australia. It is the Commonwealth layout, and was designed by Charles Lane. On many courses there is a water feature shown here. A study of this hole will reveal how such a feature can be made use of in the design of a great golf hole.

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Acknowledgement of Country

It is acknowledged that Commonwealth Golf Club is on traditional lands of the Yalukit-willam clan of the Bunurong people, other clans of the Bunurong people, and the Wurundjeri-baluk clan of the Woiworung people. Commonwealth Golf Club offers its respect to the Elders of these traditional lands

Prepared by:
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Executive Summary





Although Commonwealth is a top grade, strategically designed golf course on the Melbourne sandbelt, recognised for its outstanding layout, it lacks a coherent landscape plan.

Enthusiastic tree planting programmes over many years have resulted in a course dominated by large trees, many of which are non-indigenous, many approaching senescence, and many planted in inappropriate positions or too close to neighbouring specimens.

This has resulted in a dominance of landscape form by often disproportionately large trees and the gradual decline of local heathland ground flora.

Not only has the original landscape character of the course been slowly eroded, we now have many mature trees entering senescence, and we need to plan for their replacement.

Poorly managed plantations have closed off wonderful vistas, and impacted golf course playability and strategic play options. Despite all the tree planting over the decades, obtrusive views of ugly built form outside of the golf course still exist.

A truly coherent landscape across the whole course is lacking, yet enormous potential exists to restore such character. The wonderful landform of the site and the course's classical golf architecture deserve a higher quality of vegetation and golfing landscape. Golf course architectural improvements, and vegetation restoration taking advantage of Commonwealth's unique Ecological Vegetation Communities, will raise the golf course to a new level and set it apart from its local peers. The use of sound ecological principles as applied to

vegetation selection and plantings in a golfing friendly way will create the highest quality of result.

A visually pleasing landscape that is sustainable, which provides great habitat value for fauna, and exhibits great biodiversity can become a real point of difference and help define the golf experience and reinforce the unique brand that is Commonwealth.

All successful large-scale golf course landscape vegetation projects are long term endeavours. They must be founded on sound principles and clear guidelines and this document seeks to articulate these foundations as they apply to the course and the land that is Commonwealth.

A summary of sixteen key golf course landscape and vegetation principles for Commonwealth Golf Club is provided.

This document will evolve and be updated in the months and years ahead. It is intended to be the reference document and the guiding tool for future management and committees as well as a resource for members interested in the flora of the course and the important role it plays.

Harley Kruse
Golf Course Design & Landscape Design
Principal

Vision Statement

TBA

Introduction



As one of the leading clubs of Melbourne's famed Sandbelt, Commonwealth Golf Club in 2021 is presented with several challenges and opportunities as it enters its

second century. These opportunities revolve around a masterplan for the course and its landscape, along with planning around the adjoining Clarinda land. While the Clarinda land will have only a limited role in any course modifications it will clearly be of great economic significance to the future of the Club.

It is an exciting time for the Club and decisions made in the next few years can secure the future of the Club and the course for generations to come.

Course restoration is proposed to commence in the next twelve months and an important aspect of course design is landscape planning. Clear principles and guidelines need to be developed in order to both assist the current course management team and to guide the future planning process.

Commonwealth Golf Club has commissioned KruseGolf Pty Ltd to prepare a suite of Vegetation and Landscape Principles and Guidelines.

KruseGolf headed by Harley Kruse has deep experience and knowledge of both golf course design and golf course landscape design – from broadscale masterplanning through to detailed design, as well as project implementation and management.

It is intended that this document will address broad principles and guidelines around implementation. It will inform the Club's approach to landscape design well into the future.

It is not intended that this document should deal with the technical aspects of vegetation management. Aspects of vegetation management of a more technical and horticultural nature would be more appropriately dealt with in a further document.



Background

A Brief History

While Commonwealth has one of the finest layouts on the Melbourne Sandbelt and has long been recognised as a truly strategic test of golf it lacks any coherent sense of landscape design. Over many years successive committees have implemented differing approaches to vegetation selection.

Early in the life of the course there were plantings of trees which, while they might have been Australian natives, were not species indigenous to the local area - having been chosen for other reasons - such as their rapid rate of growth. This was understandable given the perceived need to quickly achieve separation of fairways and to shield boundaries. This approach was interspersed with the introduction of exotic species.

In many areas trees were planted too close together leading to poor structure. The proliferation of self-seeded trees was allowed to choke plantations and led to the tree line encroaching onto lines of play in many locations.

Non-indigenous tea-tree was introduced and in many areas dominated the under-storey. The local heathland ground flora was neglected – and all but disappeared in most areas.

We now have many mature trees entering senescence – the Mahogany gums on the eastern and western boundaries being obvious examples – and we need to plan for their replacement. Some trees are also compromising turf health and closing off wonderful vistas. Despite all the tree planting over the decades, our boundaries are not well-shielded and views of ugly built form outside of the golf course are obtrusive in places.

A truly cohesive landscape plan across the whole course is lacking, yet enormous potential exists to achieve such character. The wonderful landform of the site and the course's classical golf architecture deserves a high quality of landscape vegetation planning. Successfully implemented such an approach will help raise Commonwealth to the level of its sandbelt peers.

The key to the progressive restoration of the course landscape is using for all future plantings the appropriate locally indigenous natural flora – both trees and heathland plants - of the unique Ecological Vegetation Communities (EVCs) that characterise

the various parts of the property. The use of sound ecological principles as applied to vegetation selection will create the highest quality result. It will produce a landscape that is both visually attractive and sustainable. It will produce a landscape characterised by biodiversity which will provide much-needed habitat values for local fauna. Such a landscape will contribute to a pleasurable golfing experience and help define the unique brand that is Commonwealth.

All successful landscaping plans are long term endeavours. They are based on sound principles and clear guidelines and this document seeks to articulate these foundations as they should apply to the course and the land that is Commonwealth.

This document develops sixteen key golf course landscape and vegetation principles to be applied at Commonwealth. This is a living document and will evolve over coming months and years. It is intended to be the reference and guiding tool for

management and committees. It will also be informative reading for members interested in the flora of the course and the important role it plays.

Background to Vegetation

Commonwealth has always had an extensive tree planting programme. Planting activity has ebbed and flowed over at least the first ninety years of the Club's history. There is a well documented history of vegetation plantings, mainly tree species, going back to the early years of the Club.

Over its long history the Club has continued to place great value on the course vegetation – until recent years, however, without a systematic or professional approach.

Today the Club has a dedicated Vegetation Sub-Committee which, along with the Green Committee and course management, makes recommendations and helps in planning decisions around course vegetation management and future vegetation works.

The very early tree plantings were followed by periodic surges of enthusiasm, including the plantings to plug gaps that occurred into the 2000s. Little thought was given to the height at maturity of some of the species chosen. Meanwhile there

was little or no attention paid to plantation management and many areas of the course became choked by self-seeded trees. The net effect was to produce a course that was overly treed. Much of the original heathland vegetation succumbed to the dominance of the trees. For example, over many years the tree line on the left of the eighteenth hole moved fifteen to twenty metres towards the fairway suffocating the heathland vegetation and completely obscuring the view from the fairway edge of the left-hand greenside traps.

As they matured some of these plantings became unsightly and in many areas would start to impede play.

Subsequently the course could be described as overly treed. Apart from impeding sightlines and lines of play the trees in a number of areas adversely affected turf health. Some of these problems were dealt with in the mid-2000s and more recently but many remain.

With a view to dealing with these issues and restoring some of the heathland character of the original landscape the Club has over recent years sought the professional advice of a number of consultants.

One outcome was the May 2020 Tree Survey and Management Report by current consulting arborist Glen Waters. In 2015 the Club commissioned a review of Natural Vegetation – the Biosis Report(2015).

In **20..** Kate Torgersen was retained by the Club to assist with the coordination of plant supply and implementation of various vegetation planting works. Because of an initial lack of success with some re-vegetated areas, highly respected botanist Jeff Yukovic was retained and provided vegetation recommendations in his reports (2015 and 2017) which assisted Kate's work with the Club.

The need for Vegetation and Landscape Principles and Guidelines

The Club has embarked upon the development and implementation over the next couple of years of a full Golf Course Masterplan.

A holistic approach to course design requires that the vegetation landscape plan be accorded similar emphasis to that given to hole design. Consequently, the Club has set out to produce over the same time frame a Landscape Vegetation Masterplan.

The missing element at this point is that there exists no coherent landscape plan providing clear principles and guidelines for all course landscape and vegetation works.

KruseGolf was engaged by the Club in July 2020 to prepare such a document. The purpose is to set out clearly the principles and guidelines around vegetation values, their influence on course design and vice-versa.

The Golf Course Masterplan and associated detail and design notes as prepared by the Club's appointed course architect will be the basis for the preparation of the Golf Course Landscape Masterplan. The golf course vegetation and landscape must not only provide a visually attractive setting but



Course Landscape Character

Golf Course Landscape Architect's View

Commonwealth Golf Club's natural ecosystems and vegetation types are unique to the Sandbelt. For the local flora and fauna to be celebrated throughout the course in a golfing-friendly way, that importantly complements the golf course architecture will help create a course of great significance. One like all great courses that is played through a unique and seamless piece of truly meaningful golfing ground.

Harley Kruse



Golf courses are not static entities. Just as they flow over the ground upon which they are created they change over time - unlike other man-made built forms. They evolve through the seasons and over the decades. The hand of man has more or less of an impact on some courses than others and at different times over the life of a course.

The landscape and vegetation on a course are constantly changing according to the laws of nature as plants are established, mature, and ultimately enter decline at differing ages. Ultimately there is a time for any course when a level of settling-in and maturity sees the sum of a golf course's parts combine to create its unique identifiable qualities – its recognisable landscape character.

Sometimes this landscape character is tampered with or the vegetation is allowed to proliferate unchecked - beyond the original vision and intent of the golf course architect who first designed the course - or to a state which is at odds with the intrinsic nature of the site. In the absence of clear guiding principles landscape character is always under threat from well-intentioned but often misguided ideas and actions.

A common problem resulting from over-zealous but unqualified tampering with the course landscape is the over planting of trees. – particularly trees not suited to the particular locale or trees planted in the wrong places.

Species may be planted that are not in harmony with the local micro-environment (the EVC), that therefore do not fit well with the local indigenous flora and fauna, the local geology, or which do not reflect sound golfing principles.

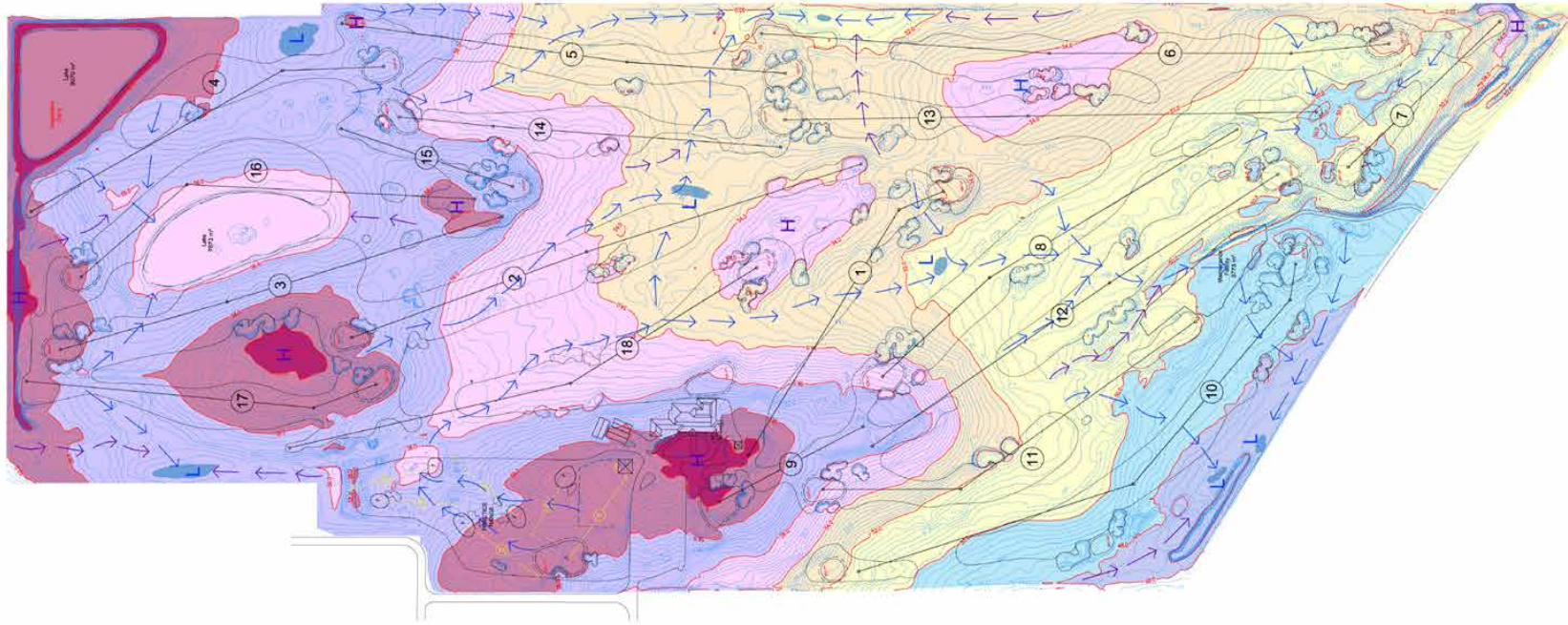
So, with close to one hundred years of history on the site, what are the key characteristics of Commonwealth's landscape as experienced by members and guests?

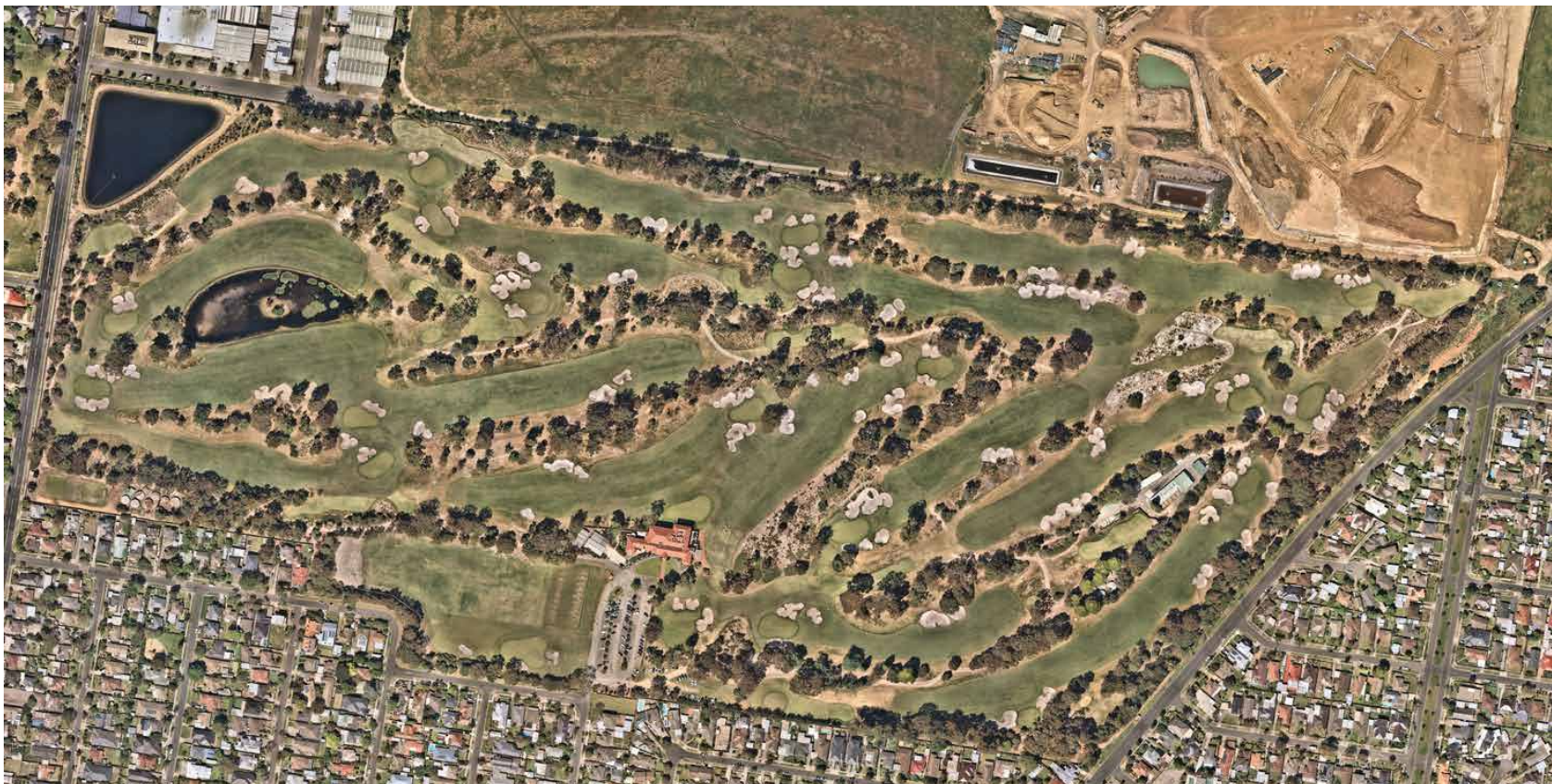
- ▶ An orientation of the course land parcel and golf holes largely north and south
- ▶ Intertwined loops of nine holes. The front nine holes are routed in a clockwise loop and the back nine holes in an anticlockwise loop with crossing points of each nine at the both the northern end of the property (third green to fourth tee – and sixteenth green to seventeenth tee) and the southern end (seventh green to eighth tee and twelfth green to thirteenth tee)
- ▶ Intimate golf spaces of greens and tees close together separated only by tightly mown turf and bunkers
- ▶ The grand wide space of holes 3 and 16 with the central lake
- ▶ Long rises up to elevated greens on several holes
- ▶ Greens tilted to one side as a strategic design element
- ▶ Tees in some cases as part of mown turf and golfing ground carrying through from the previous hole and in other cases set within the natural heath.
- ▶ Tightly mown turf around greens that promotes ball bounce and ball roll towards or away from the target
- ▶ Organically shaped, at times windblown, sweeping, rugged, sandbelt style bunkers, with cut edges and a range of depths to the cut edges. At times the rear edge of bunkers is defined by native vegetation and not turf. Closely mown turf is found on the fairway sides of the bunker. Unkept naturalised vegetation often exists behind and on non-fairway sides of bunkers exacerbating the penalty for an errant shot.
- ▶ Non irrigated roughs outside of mown surfaces allowing for sandy heath and wooded heath.
- ▶ Naturalised non irrigated carries from tee to fairway
- ▶ Extensive tree plantings of native exotics and exotics with several species out of character with the general course landscape.
- ▶ A high density of trees in the areas between fairways to the extent that in many areas there is a dense closed woodland at the expense of any understorey of heathland species.
- ▶ remnant local tree species in parts of the site
- ▶ some large and highly significant trees
- ▶ tall boundary trees alongside the eastern boundary
- ▶ some degree of artificial mounding introduced in the 90s
- ▶ paths as informal sandy tracks or granitic sand tracks



Aerial View of Clubhouse and Course 1931

Plan of Course Topography and Water Flows





Commonwealth Golf Club in November 2020

Vegetation & Landscape Review Overall

Overall Site

Commonwealth Golf Club consists of an eighteen hole golf course with associated facilities – comprising a practice range, clubhouse, carpark and maintenance facility - on approximately fifty-two hectares of land.

The Club's long rectangular block of land runs approximately north-south which means that most holes were laid out predominately in a north-south direction with a few on more of a southeast or northwest alignment.

The significant rises and falls in the sand-based landform provided a wonderful opportunity for the laying out of the original holes in a classical way - where greens and tees are often located on elevated ground. These long rises and falls possess a certain grandeur that is characteristic of the best sandbelt courses.

A key and unique element of Commonwealth compared to its sandbelt peers is that Commonwealth is the only course with a substantial natural

lake. This natural feature has been used to great effect in the design of holes three and sixteen which lie either side of it. The risk/reward element of the tee shot on hole sixteen was probably one of the first instances in the country of such a spectacular design element. Modern equipment has perhaps reduced the significance of this test for elite players but it remains an exciting challenge for the average player. The lake has been modified over the years and its ecological values compromised by exotic plantings but there are plans afoot to restore its original character.

Commonwealth has some **(confirm, calculate and insert)** hectares of irrigated and mown turf areas typically of tee, fairway, short rough and greens. This leaves some **(accurately calculate and insert)** hectares of bunkers, and the remaining **(accurately calculate and insert)** hectares of landscape roughs characterised by sandy waste, grassy areas, through sedge and low heathland flora through to mid storey and canopy tree species.



Dramatic Landform

The underlying landform and geology of the Commonwealth site is critical to a study of its golfing and golf landscape credentials. We must draw on the detailed knowledge that has been accumulated on the formation of the natural landscape. **(reference report)**

The windblown sands that formed the dunal structure of Commonwealth produced an elevation and shape of landform that is as good as any site in the sandbelt and which has been cleverly used in the course routing.

For example, the clubhouse sits on a broad hill that forms an essential part of the design of holes one, eight, nine, ten, eleven, and twelve. The elevated tee of the first hole affords an unimpeded view from tee to green which makes for a dramatic and memorable short opening hole. Tees on elevated ground play a role on several holes. Similarly, the southern side of the same hill provides the setting for the elevated green of the eighth hole - of one of the best holes on the course with heathland vegetation to the right and the vista of the clubhouse beyond the green.

The large lake in the low depression between holes 3 and 16 is a dramatic and highly memorable feature when viewed from the elevations of the third and sixteenth tees.

Another feature of an undulating landform can be the full or partially blind shot and the consequent mystery of the unseen outcome. Commonwealth has very few blind shots but on the seventeenth hole the rising landform of the fairway and the heathland vegetation on the left combine with the left to right slope to produce a partially blind shot to the green whose degree of blindness depends upon the length of the tee shot and its position on the fairway.

Man-Made Landforms

Works in the 1990s and early 2000s to screen some of the Club's boundaries resulted in artificial mounding being constructed in several locations. These include the areas behind the tee and to the left of the seventh hole, to the right of the tenth hole on the Old Dandenong Road side, and along the Centre Road boundary of the property behind the seventeenth and fourth tees, and behind the third and sixteenth greens. These mounds are unnaturally steep. Although they were planted with vegetation in order to soften their appearance this was only partially successful. The steep slopes and poor shaping results in these areas looking out of character with the natural landform of the rest of the course.



Sand, Landform, and Vegetation Classification

The founders of the club chose well when they purchased the land that was to become Commonwealth. The deep sandy structure with its efficient natural drainage and the undulating landform described above were the key characteristics. The geology of the area identifies the course land as Cranbourne Sand sheet (windblown aeolian sands) over Red Sandstone clay (Biosis Report 2015).

Elevated, deep sand of this type is typically low in pH (i.e. is slightly acid) and has low nutrient levels. These were the key factors in supporting the range of heathland plant species that were indigenous to this area prior to European settlement.

All of Melbourne's sandbelt golf courses are located within the main Gippsland Plain bio-region. Indigenous to this bio-region is a wonderful and highly diverse range of heathland species. These species are not uniformly distributed throughout the entire region but individual species were common to particular local areas depending upon the Ecological Vegetation Classification (EVC) of the particular locality.

What this means is that plants which may be indigenous to Commonwealth may not be native to other nearby golf courses – it depends upon the local EVCs.

The three principal EVCs which characterise the Commonwealth site are:

- EVC 006 Sand Heathland
- EVC 048 Heathy Woodland
- EVC 003 Damp Sands Herb-Rich Woodland

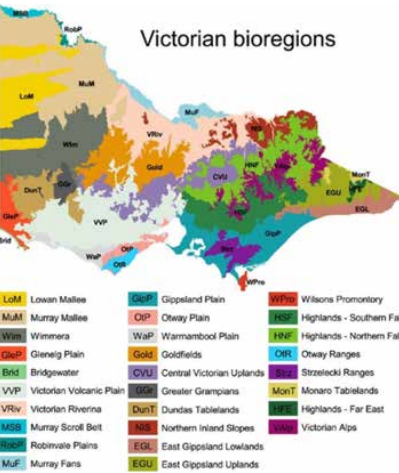
The reason for Commonwealth having a palette of indigenous species which is unique among the sandbelt courses is that the land has some unique characteristics not shared by other sites. Swamp deposits of damp, low lying ground ran naturally through the site. There was also the aquatic environment of the large natural perched lake and its associated wetland ecosystem. Lower parts of the site typically had shallower sands which were closer to the water table and its underlying clay layer which resulted in areas of damp ground and areas which would become inundated after high rainfalls.

As identified in the 2015 Biosis Report, the unique geology of the site has generated three more natural EVCs which are all associated with the natural perched lake aquatic system and the wetter parts of the site. These are:

- EVC 136 Sedge Wetland
- EVC 653 Aquatic Hermland
- EVC 308 Aquatic Sedgeland

Considering these three aquatic and sedge classifications, together with the two heathland classifications of the higher dry ground, it becomes clear that there would have originally been a greater range of plant species at Commonwealth than existed at other sandbelt locations.

The nature of the relevant EVCs is most important when considering plantings in all areas of the course. Genuine restoration, particularly in relation to the low damp sections away from playing areas, needs a well-considered and careful approach.



*Gippsland Plain Bio-Region refer to appendices. (reference www.environment.vic.gov.au)



Shared space of 14th and 4th Greens



Shared space of 5th and 13th Greens

Intimacy of Space - Greens and Teeing Grounds

Another significant aspect of Commonwealth's layout is the existence of several intimate areas where greens and tees are situated close to each other – separated only by closely mown turf or bunkering. These conjoint groupings include the area where the adjacent fourth and fourteenth greens are flanked by the fifth and fifteenth tees. The fifth and thirteenth greens which are separated only by a common bunker and sit between the sixth and fourteenth tees comprise another such intimate space.

These spaces are very special and should have a minimum of vegetation to interrupt the visual continuity or impede play or golf-related traffic. It is only away from these spaces that low level vegetation should play a critical role.

There are also other intimate spaces such as several of the walks from green to tee where vegetation can be denser and can provide a more intimate and at times shaded space.

Tees within a heathland setting, although relatively open, can also constitute intimate spaces and provide opportunities for closer observation of the vegetation whilst players wait to tee off.

All of these intimate spaces need to be respected and appropriately treated in any landscape plan.



Grandeur of Space

In contrast to intimate areas of a golf course it is the sheer scale of golfing land and the ability to have big long and wide spaces that helps to achieve grandness. At Commonwealth the grandest of all big spaces would have to be the area of 3rd hole and 16th hole with the lake in between. The sheer openness and width here contribute so much to the front nine and back nine experience.

The world's better golf courses tend to be characterised by a certain grandness. Fine wide turf surfaces on a broad scale of space which doesn't feel constrained or restricted. Landform and its rises and falls are needing an exposed and highlighted - celebrated. There are long views in multiple directions from a range of locations within the course and often of a natural landscape beyond the fence line sets the golfing space within an even broader and grander scale of landscape dimension. These characteristics should be identified and further promoted at Commonwealth.

Trees - Landscape Character

Aerial photographs from the early 1930s show clearly that tree planting was well under way having commenced in the very early days of the course. There was a perceived need to provide fairway separation and to screen the boundaries of the property and provide treed backdrops to most greens.

There were also very extensive plantings of trees at Commonwealth last century motivated by a desire to "beautify the course" and to tame the inferior local scrub.

These plantings were not characterised by any thought of selecting species native to the specific location – in fact the focus would appear to have been mainly non-indigenous species.

The census of course vegetation and birdlife of 1941 by P.R. St John suggests an interest in certain exotic trees - natives from other states such as QLD, NSW, and WA - with an "arboretum" approach to tree plantings. Additionally, there was a phase of extensive planting of European tree species presumably considered by those responsible to be superior in form whilst reminding one of ancestral lands far away.

One unfortunate outcome of these almost over-zealous bouts of tree planting was that trees were planted too close to each other. As the trees developed the character of the plantations changed. A tall, wide and very dense canopy developed which would close in fairways, reduce air circulation and shade turf. It also shaded and suffocated the remaining heathland vegetation leading to its ultimate demise.



Tree Problems

Much has been said and written recently in golf architectural media about the role of trees on a golf course. KruseGolf has identified one clear conclusion which has emerged and that is the observation that most heavily treed golf courses older than around fifty years will have a significant tree problem. This situation is caused by too many trees, often of the wrong species, planted too close together and/or in the wrong places.

Such issues can cause problems with course playability with trees intruding onto lines of play. Speed of play can be impacted in several ways through trees presenting an unwanted hazard and the impact on turf health has been demonstrated time and again at Commonwealth. The trees themselves suffer from being planted too close together. Poor structure can result from lop-sided growth due to the proximity of neighbouring trees or from a tree's developing a significant lean away from its neighbours as the tree fights for sunlight. Ultimately these effects lead to trees becoming unstable and potentially dangerous.

The tree problem is also compounded when trees enter senescence and start to fail.

Arborist Review and Audit

An extensive review of Commonwealth's trees has been carried out by the Club's consulting arborist Glen Waters. This report has assessed and mapped all of the significant trees on the site. Not surprisingly, given the fact that many of our trees are well in excess of 50 years old and many are unsuitable species in the first place, it has revealed significant problems of the type referred to in the preceding section.

Assessment by a professional arborist of tree value, health, life expectancy, and hazard and risk, is the first and most important step in the development of a comprehensive and coherent plan for tree management. This process will involve the course manager, the course architect, the landscape architect and arborist.

The first step is to identify the existing trees that must be retained and to develop principles and a process for their management.

Significant/Historical Trees

The arborist's report has identified high value and low value trees in different parts of the site. These must be considered in all proposed vegetation works as certain species can be detrimental to attempts to restore areas of heathland. Significant trees include some large mature specimens of exceptional quality. While not indigenous, the row of Peppercorns (*Schinus molle*) on the right of the seventeenth fairway are historically significant to many members. It is likely that other non-indigenous trees on the course may have similar status and will require further discussion.

It is important to respect all significant and historically important trees during their lifetime on site – even if they represent species which we would not wish to plant in future. When they finally succumb to senescence it is likely that they will be replaced not by the same species but by locally indigenous species true to values of the Landscape Vegetation Plan.

Tree Weed Species

Exotic tree species, originally from outside of Australia create a lack of coherence in the landscape. They may not only look out of place in form, height, colour, and texture but they can also be detrimental to establishing and restoring the local plant communities and heath.

As tree junk (or tree weeds) they are the unwanted species in any course landscape restoration programme and should not be replaced with the same species. No wholesale removal program is suggested but rather their gradual elimination as they reach the end of their lives.

Other tree clutter includes trees planted too close to tees, fairways, and greens and compromising the original sightlines, play lines and even in some areas the original fairway width. Much of the work needed in this area at Commonwealth has already been carried out, culminating in work performed as part of the recently implemented tee re-grassing program. There remain some issues in this area which should be looked at as part of the Landscape Vegetation Masterplan.

Examples of problematic tree weed species on the golf course are:

- ▶ Cypress (*Cupressus macrocarpa*)
- ▶ Cedar (*Cedrus deodara*)
- ▶ Cedar Wattle (*Acacia elata*)
- ▶ Fig Tree (*Ficus* spp)
- ▶ Mahogany Gum (*Euc. botryoides*)
- ▶ Radiata Pine (*Pinus radiata*)
- ▶ S trawberry Tree (*Arbutus* spp)
- ▶ Swamp Cypress (*Taxodium distichum*)



Dominating Tree Scale left side of Hole

Tree Scale

Trees which are exceedingly tall or possess very large canopies can also overly dominate the appearance of a golf hole. They can present a visual mass which may overpower other features of the landscape, such as the bunkering, and other aspects of the golf hole - destroying any harmonious sense of proportion in the overall appearance of the hole. Height at maturity and its potential effect on the landscape should always be considered when selecting tree species.

Members may recall that when a few dominant trees were removed from behind the bunker to the left of the twelfth green to allow heathland vegetation planting works the bunker "jumped" visually and the hole felt wider and more dramatic.

Positive transformations of this type should be considered where appropriate in other parts of the course where the course landscape may be capable of significant visual improvement by careful culling of trees and replacement with ground level flora.

The Mahogany gums on the left of hole six present a classical example of a dominant left frame that overpowers the smaller trees on the right of the hole. The sheer visual mass and height of these trees is out of proportion with the rest of the golf hole. In places the height of some of the trees is close to being greater than the width of the fairway.

Trees and Turf Quality

Poorly located trees and of problematic species can have a significant adverse affect on turf quality. The roots compete for nutrients and water and the canopy reduces airflow and causes shade issues. The shading of the more important turf areas of tees and greens, particularly during winter with lower light levels and shorter days, can severely impact turf growth, cause turf stress, and encourage fungal infections. Tree canopies on the eastern and northern sides of turfed areas are typically problematic.

Critical during winter months is the need for the turf to receive sunlight in the morning to activate photosynthesis in the leaves and maintain healthy turf growth. The clear principle in this regard is to reduce existing tree interference with turf growth and health by canopy thinning, root pruning and/or tree removals in highly problematic areas.

Future tree plantings need to ensure the species selection and placement should avoid large non-indigenous trees. The planting of trees in closely mown turf areas should be avoided. Trees should be located well back from mown turf areas and be in the natural and non-irrigated roughs and heathland areas of the course.



Vegetation & Landscape Design Principles

Role of Flora on the course

Flora on a golf course has a range of important roles. It can be a significant contributor to the setting of a golf hole and can help give a course its visual identity and memorability.

When flora is seamlessly integrated with the landscape and hole design, then a course will not only look natural in its fit with the land but there can be a timeless quality to it. Vegetation is a key part of the physical setting of tees, bunkers

and green sites. It can be used to visually separate denser areas while its naturally lower growth habit can open up views and vistas throughout the course.

Careful choices from a broad range of flora species (refer flora schedule) can provide great visual interest through seasonal flowering patterns and a range of foliage textures and colours.

Careful selection of native flora as part of the course roughs can provide a degree of interest and variety in a golfing hazard – perhaps more the further off-line the errant shot. The key is management of the flora so that vegetation densities are not so great that ball loss causes frustration and slow play.

Additionally, native flora plays an important biodiversity and faunal habitat role providing food and shelter for a diverse range of species from insects and amphibians, to mammals and birds.

A diversity of native fauna on the course is testament to a healthy ecological system



Golfing Friendly Vegetation Areas

As discussed earlier a landscape restoration plan based on the natural EVCs of the Commonwealth site provides a great opportunity to maintain, restore, and protect these natural vegetation communities. Rare and endangered plant species can be encouraged and protected and will thrive in their natural EVC. This is particularly significant in non-playing areas where disturbance is minimal and vegetation communities can thrive in a relatively undisturbed environment.

However, for the game of golf to coexist with the native vegetation, the distribution of flora needs to be managed in a way that is sensitive to the needs of the game itself and takes into account the fact that some areas more than others will be frequently impacted by errant shots. That is, we need to understand the way the game is played on a particular hole, and how it may affect vegetated areas – so that where necessary we can establish appropriate "golf-friendly" areas.

Such areas require modified versions of vegetation communities to be established and managed whereby species selections are made carefully and plant densities are kept low. Plant heights should either be relatively low or be kept low by appropriate maintenance practices.

A certain openness of the ground flora should always be maintained - typically dominated by grass and sedge species with some dwarf plants. Low density will promote the development of open dry sandy areas. These features all help to avoid ball loss and aid recovery shots.

Selected taller species should be set well back from the playing surfaces and where they will have less impact on play. This will provide a visually balanced golf-friendly landscape that minimises the frustration of lost balls and the annoyance of slow play.

Views and Vistas

It is important to assess all the possibilities for significant long views and short vistas – whether they be existing, historical, or capable of future creation.

On a course like Commonwealth with its undulating landform there will always be potential for memorable long views both internal and external. The key views are normally from the higher elevated parts of the site – in Commonwealth's case, areas such as main hill which is the site of the first and twelfth tees and the eighth and ninth greens. This area affords long views down several playing corridors. The high point of the third and sixteenth tees is another area which presents attractive vistas.

In terms of external views, the one which the Club should seek to capture is the distant view of the Dandenong Ranges from elevated locations such as the clubhouse and the first tee.

The Clarinda land is also highly visible from several higher vantage points on the course and this relationship should be considered in the long term masterplanning of both the course and the Clarinda Land.

Less significant views and vistas are the view from the second green and the third hole across the lake.

Another key function of landscape vegetation planning is the shielding of boundaries to block unwanted external views. This is an aspect of landscape planning which hitherto Commonwealth has not managed well.

From holes four, sixteen, and seventeen as well as from the fourth, fifth, and fifteenth tees, there are unattractive views of the factory area east of Jacks Road and north of the Clarinda land. It is also possible from several of these areas to see high vehicles as they pass along Centre Road.

Houses to the west of the tenth hole and to the east of the seventeenth hole also present unattractive external views. When internationally renowned golf architect Gil Hanse visited Commonwealth he was reported to have remarked, while on the seventeenth hole, that on a highly rated sandbelt course almost 100 years old he was surprised to be able to see from the fairway into the backyard of a neighbouring property with washing hanging on the line!

Clearly these issues need to be addressed.

With regard to internal vistas while the Club has done some work and opened up many internal vistas there are several unrealised opportunities. Extensive tree planting over the decades has closed off many views and vistas. There is an opportunity to re-instate many of these views.

For example, the dense tree-lined corridors of the eighteenth, second, thirteenth and fifth holes are responsible for blocking some great internal course vistas and views from the clubhouse and the first tee. It would be possible to open up vistas of the fourteenth and fifth greens as well as a powerful vista of the second green.



Lateral views and vistas around a course are visually powerful and have the added benefit of opening up areas to more airflow and light for better turf quality. There are potentially numerous internal views and vistas available around the course – as can be seen from the plan on page 22.

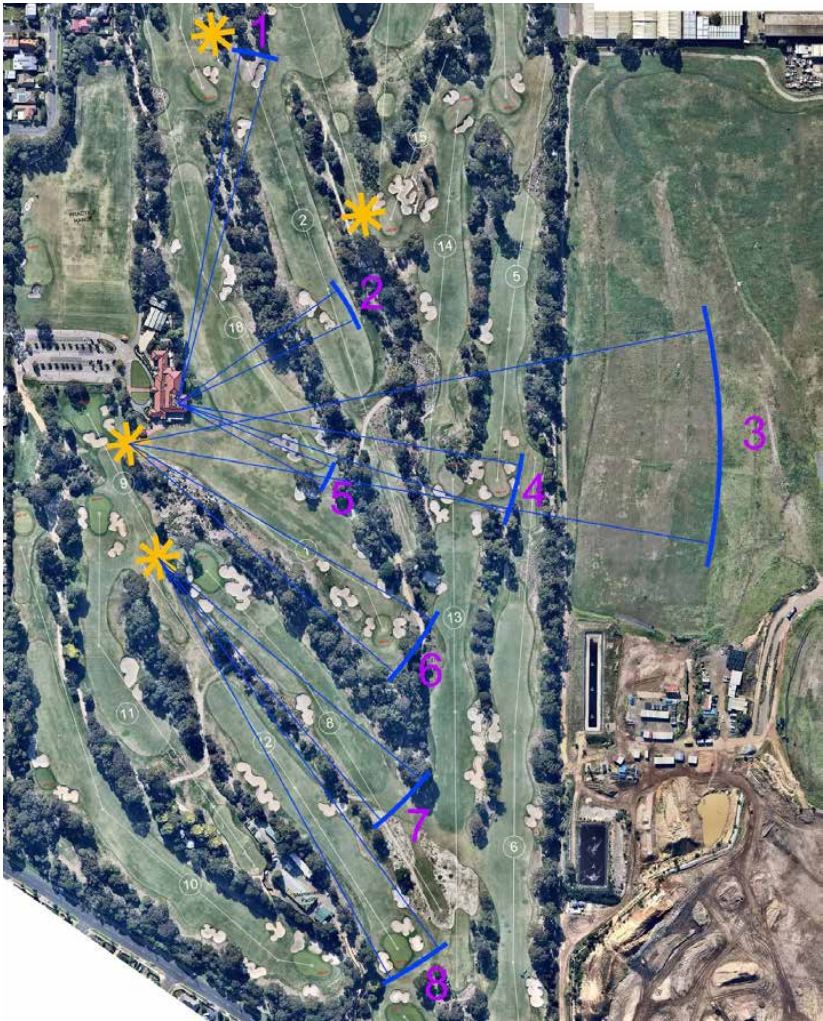
Internal Views and vistas across the course should be opened up which will bring new dimensions and a greater sense of grandeur to the course.

There are clear views from the clubhouse down the first hole and also of eighteenth fairway and the green. Beyond these foreground views, vistas across the course are severely limited by the number and scale of mature trees which create a continuous barrier between holes eighteen and two. There is an opportunity here to create key "windows" that would achieve a greater depth of long vista from the clubhouse – right across the course to the fifth/thirteenth green complex.

Similarly, an imposing view from the clubhouse of the second green could be achieved by creating a window through the trees with an intervening area of ground-level heathland.

Views & Vista Plan

- 1. From the clubhouse across the eighteenth fairway, through heath woodland to the second green
- 2. From the clubhouse across the eighteenth fairway and second fairway to vegetation on right of the second hole
- 3. From the first tee across the course and to glimpses of Dandenong Ranges
- 4. From the clubhouse across the eighteenth green and to glimpses of the thirteenth and fifth greens
- 5. View of the eighteenth green from the clubhouse
- 6. View of the entire first hole from the first tee
- 7. View back down the eighth hole from the high hill above green
- 8. View down the twelfth hole from the tee on the high hill

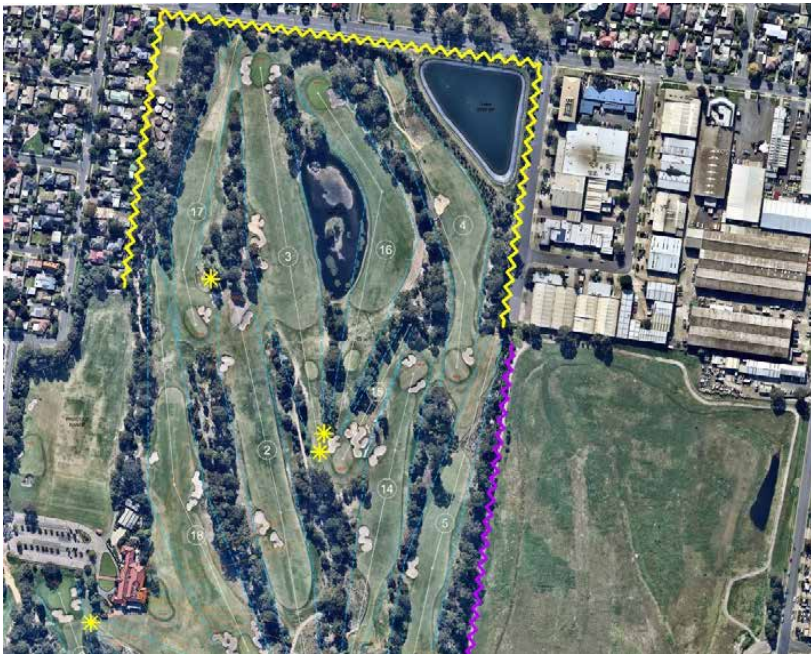


Examples of enhancing and restoring views and vistas

Boundaries - Screening of Built Form and Outside Traffic

Well planned and structured boundary planting should screen all undesirable visual background elements. External structures such as houses and commercial buildings - both adjacent to the course boundary and more distant - should be screened. Power poles and stanchions plus visuals of any vehicle traffic on Centre Road or Old Dandenong Road should be screened.

The clubhouse and the starter's hut (and the hut on the practice fairway) are the only internal elements of built form that golfers should see when playing a round of golf. Any other structures should be screened using vegetation and, if necessary, fencing of appropriate materials (e.g. brushwood). Visually undesirable internal built form would include items such as the maintenance facility, the pumphouse shed, the carpark, water tanks, storage areas and boundary fencing.



Play lines and Sightlines

It is most important that vegetation, and in particular trees – both trunks and canopies - do not block the sightlines and play lines on a golf hole. The key features on a golf hole (i.e. the fairway, hazards/bunkering and greens) should never be blocked by vegetation as viewed from:

- a) the left and right sides of all tees (back, middle and forward tees)
- b) left and right sides of the fairway at the key landing areas.

Trees and vegetation blocking play lines will add to frustration and cause slow play. **(insert image)**. It will also see the side of the tee where vision is blocked being little used while most players use the favoured side of the tee creating wear problems.



Eucalypt blocking play line on hole 4

Similarly, trees at a course of the calibre of Commonwealth should never form part of the key strategy of any golf hole. This is the fundamental role of course architecture.

The following hole-by-hole aerial imagery of all eighteen holes with accompanying notes shows play lines and sight lines for each hole. It identifies problematic vegetation that is compromising course management, course golf architecture and course landscape architecture.



Illustration of sightlines



Overall course with sightlines

Framing / Defining of Golf Holes

Vegetation has the important role of framing and creating the setting for golf holes.

The sheer scale of large trees sees them become the dominant form and visual element of golf hole framing. Trees close to mown turf is the classical parkland look - where the frame becomes defined by the vertical nature of tree trunks - especially inward leaning trunks with their overhanging branches and high canopy. **(insert image)**

At Commonwealth it is important to have trees located well back from the fairway edge in the non-irrigated natural rough areas. This allows for the framing of the hole to show a transition from treeless mown turf areas through natural grasses, smaller heathland plants, giving way to taller understorey shrub species. This progressive stepped-back framing **(insert image)** creates a grander space. The scale of understorey species is used to define the ground plane and screen unwanted views whilst the tree canopy rising behind is the high (but set back) element of the frame.



Carries

The areas between tees and fairways - known as carries - are really a subset of the golf course roughs. These non-irrigated areas are a really important feature of the sand belt courses - including Commonwealth. They may not exist on every hole and sometimes comprise heath plants and sometimes turf. They often depend for their effect on the terrain and degree of elevation of the teeing ground relative to the fairway.

Depending on the hole, the degree of elevation of the tees, and the teeing ground arrangement, the key characteristic is low profile vegetation carry from tees to fairway. Such design elements may well not exist from the most forward tees where carries may consist only of short rough but the carries from the rear tees may range from 50 metres to 100 metres from the tee to the beginning of the fairway.

Non-irrigated vegetation carries are a key characteristic of the course. Density, height of plant species and plant selection based on soil and moisture levels are key.

Carries should be manageable and have some degree of exposed sand and a planting density that permits easy location of balls mis-hit into the vegetated area.

It is also important to integrate visually any paths which are constructed through the carries (sometimes more than one) so that they blend visually with the sandy waste element or are partially screened by landform and vegetation.

Like the roughs on the outer sides of fairways or bunkers, the carries are non-irrigated ground comprising low heath species, unkempt grasses, and at times areas of exposed sand. The degree of carry distance will of course vary between tees - from no carry off many forward tees, and at times 100 metres of carry from the back tees

(insert examples of Comm carry images).

Carries can be a part of the vegetative tee setting and when successful they seamlessly connect into the vegetation to the sides of tees or even across into adjoining holes as an integrated whole, e.g. between the eighth tee and the twelfth green.

(insert image)



Holes 8 and 13 new vegetated carries

**Bunker Settings –
Vegetation Bunkers**

The hazard of a bunker coexisting with natural low-profile vegetation is a key element of both sandbelt golf generally and golf at Commonwealth.

It is quite common for bunkers to be set into vegetation rather than into a closely-mown turf setting **(insert pics of turf setting and vegetation setting)** and for vegetation to be part of the rear bunker edges and even part of the bunker capes and tongues **(insert pic)** so that bunkers are the first line of hazard and the heath vegetation at the rear, or on the off-fairway side, is the second line of hazard.

Occasionally the bases of bunkers may be planted with islands of heath vegetation or unkempt grasses to stabilise the bunker base and trap windblown sand. These features can also be very attractive in a large-scale bunker.



Green Settings

The settings of most greens on the course are provided by a backdrop characterised by both vegetation and landform.

Sometimes this vegetation is directly behind a green such as is the case with the first hole or, in other cases, the backdrop can be provided by the vegetation of the hole behind. In the case of the eighth hole, for example, the elevated green sits high toward the horizon and the backdrop is provided by the more distant tree canopy behind the ninth green and the eleventh green as well as the left boundary of the driving range.

For variety and interest, and to provide differing impressions of distance, there should be a variety of backdrops using throughout the eighteen holes a mix of landform, treeless heath, mown turf, and trees, both close to the rear of the green and further away.

Roughs

The roughs on the courses of the sandbelt are most often defined by the absence of irrigation and a degrees of sandiness, natural cover of warm season grasses (couch), and a range of cool season grasses (bents, fescues, and native grasses), through to vegetative cover of heath-type species.

In great contrast to verdant mown fairways these roughs exhibit grey to white sandiness, straw-yellow colours of mature seasonal grasses during dry months, and the wonderful textures, colours, and form of the heathland species. There is great variation in density, sandiness, and seasonal colour in the roughs and it is these features and the great contrast that creates a wonderful setting for golf.

The lighter density starts at the fairway edge where natural grasses and sedges transition into low heathland vegetation. This is a key characteristic of Melbourne sandbelt golf.

New lush spring growth of grasses in the roughs is quite normal for the months of September to November and as these grasses mature and flower they transition to a sparser and more open golden colour and, as they brown off, more sand appears. This seasonal changing of character of the roughs is characteristic of both Commonwealth and other sandbelt courses.





Sandiness

Sandiness and natural thinning out of roughs in dry, hot summer weather is part of the normal character of sandbelt golf. Visible expanses of sand should be encouraged, indeed celebrated. The sand at Commonwealth typically packs firm, provides a good golfing surface, and can play an important role in the visual contrast with irrigated mown turf.



Safety

Vegetation can provide physical separation for both internal and external safety.

There is no doubt that vegetation has an important external safety role as it can provide a physical barrier to trap balls which might otherwise cross the course boundary and land in adjoining properties.

The physical canopy of a grouping of trees can trap balls and provide an internal safety barrier and in some cases low profile flora can also provide a useful physical barrier.

Dense vegetation and the resultant fear of losing golf balls – a fear which increases the further a shot strays beyond the fairway edge - can be a useful deterrent discouraging players from attempting shots which are potentially dangerous to others.

The use of vegetation for safety reasons should be integrated with golf course design work especially when considering the position of boundaries and the relationship with adjoining golf holes.

Minimisation of Mown Turf Non-Play Areas

Nearly every golf course has non-play or unused areas which are closely-mown.

Both time and money are consumed in mowing these areas – generally because of a continuing historical practice – or, sometimes, because older types of irrigation systems overthrow into these areas so that the resultant profuse growth must be managed and/or mown.

Any such areas should be identified and, over time, converted to low input natural roughs. Not only will this save time and money it will create new ecological habitat areas for local fauna.

Paths – Materials Location, Screening.

Tee to fairway walks and green to tee walks and the need to support golf cart traffic and maintenance vehicle traffic means that paths are an important part of the course in areas where there are no turfed connections between holes.

Paths are a necessary amenity but can be unsightly. It is important that they do not visually detract from the appearance of a hole or be sited in areas where their proximity might affect play of the hole. Where possible the visual impact of paths should be minimised by careful location and screening with subtle land shaping and low heath vegetation. If paths can be less formal sandy tracks as part of a sandy waste then their visual impact will be further lessened.

The choice of material for paths is critical and should be kept to a narrow palette range. The choice of compacted site sand is the most natural and subdued path construction that can be achieved (e.g. those at the eighth tee). In high wear areas with shared vehicle access then compacted granitic sand handles wear well. The least obtrusive colour available will be the best choice. At the interface with the clubhouse and in more formal settings, such as the high traffic areas of the clubhouse precinct, concrete with exposed aggregate is a good solution.

Golf Course interface with the clubhouse

It is holes 1,9,10,18 that have the closest interaction with the clubhouse. On the golfing side of the clubhouse a relatively uncluttered and simple look of the clubhouse sitting in mown turf is far more favourable than unnecessary embellishment and frills of domestic garden plantings.



Planning Principles

Every square metre of Commonwealth Golf Club is valuable, whether turf surfaces, sandy ground, sandy heathland, sedgeland, wooded heath, damp or dry soils, or the lake and wetland. The sand-based land is precious and should always be the first priority for golf holes.

The key planning step for any site is course masterplanning,

Course remodelling and restoration works proposed for the course need to be well considered and approached in a holistic way whereby vegetation is a critical and integrated component of the design process.

Vegetation landscape planning is not an afterthought or a form of decoration or beautification - it is an essential element of the course design process. The role of flora on the course as it relates to the broad areas of the site and also to specific areas is a critical element of the overall design - as important as any other aspect of the design task. It can make a major contribution to the overall beauty of the course.

As Harry Colt observed:

"...It is generally recognised that beautiful surroundings add greatly to the attraction of a links...It is by no means as widely recognised that the "landscape" aspect of actual construction plays an important part in securing the popularity of a golf-course."

Some Essays on Golf Architecture (1920) H.S.Colt and C.H.Alison

Vegetation Green to Tees

The arrangement of holes on the property and the proximity of a green on one hole to the tee on the next has an impact on the type and length of walk from one hole to the next. The walk from a green to the next tee can vary from closely-mown turf directly from a green surround connecting across to the next teeing ground **(e.g. insert pic)**.

Tightly mown turf has become a key design element over recent years on many courses and this openness and width of turf has benefits to spreading golf traffic and turf wear.

Where the routing of holes has meant distances from one hole to another require longer walks, or where the walk from tee to fairway is long and through natural carries, then formalised paths or tracks are required.

Landscape Design Process

Before and After



Sustainability & Sustained Amenity

A sustainable golf course landscape is desirable. It is an enduring one that strikes an ecological balance of flora and avoids depletion of its resources by means of its own natural regeneration. It typically relies on natural inputs and thereby avoids high levels of maintenance input.

Vegetation areas at Commonwealth are not currently completely maintenance-free with the biggest threat being weed invasion. Measures such as fire can assist in the natural cycles of regeneration and replenishment.

As stated previously a golf course landscape and its vegetation is never static. Plants have life cycles that may be only a few years for short-lived species whilst other plants such as some tree species will live for over a hundred years. Many heathland species and areas will go into decline after twelve to fifteen years so in order to achieve sustainability it is necessary to understand the lifecycles of the various species and varieties.



Biodiversity & Ecological Principles

As seen in the Commonwealth Flora list the site geology of aquatic and damp areas, through to dry terrestrial areas of low fertility, supports five EV Cs - more than any other course on the sandbelt. These can potentially support a great diversity of plant species - in fact over 120 species.

Also very important, is the creation of fauna habitat on the golf course. A diversity of fauna on the course is testament to a healthy ecosystem.

With such a range of plant communities and plant species – from aquatic plants, through damp and dry ground heathland flora, to tall canopy trees - the vegetation at Commonwealth can potentially provide food sources and shelter for a great range of fauna species - fish, insects, amphibians, birds, and mammals. The golf course can play a valuable role in helping to sustain many species of native fauna. Planting of the locally native plant species is most significant in helping to protect and sustain native fauna especially threatened, rare, or endangered species.

Commonwealth has the potential to be the golf course with the richest biodiversity in the sandbelt. With sound ecological principles being the main foundation for the establishment of all vegetation areas of the golf course, there is real potential for the course to become a regionally significant ecological site and fauna sanctuary in this area of Melbourne.

Ultimately, a wide, healthy biodiversity on the site will add to the golfing experience for members and guests - whether it is observing the seasonal flowering of a native plant – or a black cockatoo feeding on the seed pods of a Banksia. From the smallest of insects, marsupials, or lizards breeding amongst native grasses and heath, or bees pollinating flowers, the presence and role of indigenous vegetation on the course will have great benefits for generations to come.



The Key Landscape & Vegetation Principles



1. The club highly values and is committed to protect, manage, restore, and replace remnant areas of local indigenous vegetation on the course.
2. Flora communities are to be planned and managed as biologically diverse areas of fauna habitat, with habitat values of food and shelter to be encouraged.
3. Flora provides a key part of the golfing experience at Commonwealth from the smallest of low ground flora species through to tall tree canopy trees.
4. The Club will use only local flora species, preferably of local provenance, as per the Commonwealth Plant List for all areas within the course environs.
5. The Club recognises that part of its role and responsibility as a careful land manager is to protect and manage rare and endangered plant species and Also to encourage their propagation and use on the course.
6. Tree form should not play a strategic role in the golf course design. Ground flora may provide a form of low profile hazard associated with other golfing hazards such as bunker settings, water hazards, and roughs.
7. As befits a sandbelt course, visible sand and sandiness of non-turf areas is a key landscape element. Exposed sand, sandy wastes, sandy tracks, and bunkering all contribute to the desired style and image. Sand is to be revealed and celebrated not hidden. The varying degrees of sand exposure and the planting of flora at appropriate densities are to be carefully managed taking into account the likelihood of balls entering these areas.
8. It is critical that the watering of all non-turf areas is limited to natural rainfall and that they do not receive supplementary irrigation. Irrigation distribution is to avoid overspray outside of target turfed areas as this will be detrimental to heathland vegetation. The only exception is temporary artificial water supply for plant establishment purposes.
9. Plants are to be allowed to grow free form with occasional slashing of low-profile plants and pruning of poorly developing plants to encourage healthy growth. Hedging or formal trimming is to be avoided.
10. Effective weed control is to be undertaken to control unwanted plant species that threaten the development of local indigenous plant communities – particularly heath species. The definition of weeds would include undesirable species – whether trees, understorey or ground level flora species.
11. Key views, vistas and golfing sightlines on individual golf holes - and from key viewing points such as the clubhouse - are to be identified and preserved.
12. Paths are to be of a very limited palette of materials for overall landscape and visual integrity. The material of first choice is hard packed native sand, and secondly compacted granitic sand where required in areas of heavy vehicle and maintenance vehicle traffic. Adjacent to the clubhouse for high traffic and more formal areas - but not out on the course – paths should be constructed using concrete with exposed aggregate of colours sympathetic to the natural sands on site.
13. Vegetation, and in particular tree species, should not be planted or allowed to remain where they have an adverse effect on turf quality. Vegetation too close to the key turf areas of greens, tees, and fairways is to be avoided where it will result in shading, reduced airflow, and root competition for water and nutrients.
14. When playing a round of golf the only internal built form visible to players should be the clubhouse and starter's hut. Undesirable visual elements such as the maintenance facility, the pumphouse shed, carpark, tanks, storage areas and boundary fencing should be screened using vegetation and, if necessary, fencing of appropriate materials (e.g. brushwood). External buildings such as houses and commercial buildings, both adjacent to the course boundary and distant, should be screened. Power poles and stanchions plus visuals of any vehicle traffic on adjoining roads such as Centre Road and Old Dandenong Road should also be screened.
15. All landform outside of the golf holes and golfing features should look natural. Slopes and shapes should not be obviously artificial or be too steep. Straight lines, and horizontal ridges are to be avoided with all shapes to reflect as far as possible the shapes of the original landform.
16. The planting of individual areas is to be based on the use of locally indigenous species and plant associations that would naturally suit the particular conditions of each area such as soil/sand type, moisture levels, aspect, and light levels – i.e. the relevant EVC characteristics.

Commonwealth Flora Schedules

KruseGolf and the Club are in the process of developing the following definitive plant lists of the flora to be used in all future planting works on the course. The flora list will be unique to this site and to Commonwealth Golf Club.

It will be the guiding document for all future golf course plant selections and its use will minimise the risk of incorrect plantings occurring in the future.

This flora list is also the guide for selection of replacement plants whenever existing non-indigenous species are removed from the course. When removed, species such as large cypresses or pines or, for example, a Melaleuca armillarias, will not be replaced by the same species, but by a suitable range of plants from the Commonwealth list.

The following Commonwealth Golf Club plant species list is initially presented as a draft list for final consideration by the club before it is ratified. It is based on the Ecological Vegetation Classifications (EVCs) that existed on site prior to settlement and land clearing.

These lists contain local indigenous plant species to be used in the restoration of natural plant communities and also representative modified facsimiles of plant communities.

The planting of local species will be carried out taking into account golfing considerations. This will be directed at achieving appropriate species densities and Heights.

Several of the species on this list are rare, or difficult to procure and propagate. One aspect of the role of Club management will be to challenge the nursery industry to propagate and grow some of the more difficult species. Time will be on the Club's side in this endeavour as any comprehensive vegetation programme will take from three to ten years to implement depending on resources and the availability of plants.

EVC 048 HEATHY WOODLAND

Widespread woodland to 15 metres in height on well drained deep sands and dunes of low fertility. Originally widespread and now rare it is dominated by Manna Gum or Narrow Leaved Peppermint with Heath Tea Tree or Austral Grass tree as the main understory. Without the Eucalypt canopy the area is typically Sand Heathland EVC 006

Trees

<i>Acacia mearnsii</i>	Black Wattle
<i>Acacia melanoxylon</i>	Blackwood
<i>Allocasuarina littoralis</i>	Black Sheoak
<i>Banksia marginata</i>	Silver Banksia
<i>Eucalyptus cephalocarpa</i>	Mealy Stringybark
<i>Eucalyptus radiata</i>	Narrow-leaf Peppermint
<i>Eucalyptus ovata</i>	Swamp Gum
<i>Eucalyptus viminalis</i> ssp. <i>pryoriana</i>	Coast Manna Gum
<i>Exocarpos cupressiformis</i>	Cherry Ballart

Shrubs

<i>Acacia oxycedrus</i>	Spike Wattle
<i>Acacia paradoxa</i>	Hedge Wattle
<i>Acacia suaveolens</i>	Sweet Wattle
<i>Allocasuarina paradoxa</i>	Green Sheoak
<i>Amperea xiphioclada</i>	Broom Spurge
<i>Aotus ericoides</i>	Common Aotus
<i>Astroloma humifusum</i>	Cranberry Heath
<i>Bossiaea cinerea</i>	Showy Bossiaea
<i>Brachyloma ciliatum</i>	Fringed Brachyloma
<i>Cassinia aculeata</i>	Common Cassinia
<i>Correa reflexa</i>	Common Correa
<i>Dillwynia cinerascens</i>	Grey Parrot-pea
<i>Dillwynia glaberrima</i>	Smooth Parrot-pea
<i>Epacris impressa</i>	Common Heath
<i>Hibbertia acicularis</i>	Prickly Guinea-flower
<i>Hibbertia fasciculata</i>	Bundled Guinea-flower
<i>Hibbertia riparia</i>	Erect Guinea-flower
<i>Hibbertia sericea</i>	Silky Guinea-flower
<i>Hibbertia stricta</i>	Upright Guinea-flower
<i>Hovea heterophylla</i>	Common Hovea
<i>Isopogon ceratophyllus</i>	Horny Cone-bush
<i>Kunzea ericoides</i>	Burgan/Tick Bush
<i>Leptospermum continentale</i>	Prickly Tea-tree
<i>Leptospermum myrsinoides</i>	Heath Tea-tree
<i>Leucopogon australis</i>	Spike Beard-heath
<i>Leucopogon ericoides</i>	Pink Beard-heath
<i>Leucopogon virgatus</i>	Common Beard-heath
<i>Monotoca scoparia</i>	Prickly Broom-heath

<i>Olearia lirata</i>	Snowy Daisy-bush
<i>Olearia ramulosa</i>	Twiggy Daisy-bush
<i>Ozothamnus ferrugineus</i>	Tree Everlasting
<i>Pelargonium inodorum</i>	Kopata
<i>Pimelea humilis</i>	Common Rice-flower
<i>Pimelea octophylla</i>	Wooly Rice-flower
<i>Pimelea phyllicoides</i>	Heath Rice-flower
<i>Platylobium obtusangulum</i>	Common Flat-pea
<i>Ricinocarpos pinifolius</i>	Wedding Bush
<i>Stackhousia monogyna</i>	Creamy Stackhousia
<i>Solanum laciniatum</i>	Large Kangaroo Apple
<i>Tetradlea ciliata</i>	Pink-bells
<i>Thelionema caespitosum</i>	Tufted Lily

Grasses & Sedges

<i>Austrodanthonia geniculata</i>	Knead wallaby-grass
<i>Austrodanthonia setacea</i>	Bristly Wallaby-grass
<i>Deyeuxia quadriseta</i>	Reed Bent-grass
<i>Dianella revoluta</i>	Black-anther Flax-lily
<i>Gahnia radula</i>	Thatch Saw-sedge
<i>Gahnia sieberiana</i>	Red-fruit Saw-sedge
<i>Isolepis marginata</i>	Little Club-sedge (facinia)
<i>Lepidosperma concave</i>	Sandhill Sword-sedge
<i>Lepidosperma laterale</i>	Variable Sword-sedge
<i>Lepidosperma longitudinal</i>	Pithy Sword-sedge
<i>Lomandra filiformis</i>	Wattle Mat-rush
<i>Lomandra longifolia</i>	Spiny-headed Mat-rush
<i>Microleana stipoides</i>	Weeping Grass
<i>Poa labillardierei</i>	Tussock-grass
<i>Poa morrisii</i>	Soft Tussock-grass
<i>Xanthorrhoea australis</i>	Austral Grass-tree
<i>Xanthorrhoea minor</i>	Small Grass-tree

Ground covers

<i>Acianthus poilus</i>	Small Mosquito Orchid
<i>Acritarches serrulata</i>	Honey-pots
<i>Arthropodous strictum</i>	Chocolate Lily
<i>Burchardia umbellata</i>	Milkmaids
<i>Cassia parviflora</i>	Pale Grass-lily
<i>Centrolenids strigose</i>	Hairy Centrolenids
<i>Chipolatas reflex</i>	Autumn Bird-orchid

<i>Chirocephalid apiculata</i>	Common Everlasting
<i>Dichondra repens</i>	Kidney-weed
<i>Drosera micrantha</i>	Climbing Sundew
<i>Drosera peltate</i> ssp. <i>auriculata</i>	Tall Sundew
<i>Drosera Whittaker</i>	Scented Sundew
<i>Monocarp humilis</i>	Shade Rasp wort
<i>Monocarps micrantha</i>	Creeping Rasp wort
<i>Monocarps tetragons</i>	Common Rasp wort
<i>Goodenia geniculata</i>	Bent Goodenia
<i>Goodenia humilis</i>	Swamp Goodenia
<i>Hydro cotyle hirta</i>	Hairy Pennywort
<i>Hydrocotyle laxiflora</i>	Stinking Pennywort
<i>Hypericum gramineum</i>	Small St John's wort
<i>Hypolaena fastigiata</i>	Tassel Rope-rush
<i>Kennedia prostrata</i>	Running Postman
<i>Lagenophora stipitata</i>	Common Bottle-daisy
<i>Opercularia varia</i>	Variable Stinkweed
<i>Patersonia occidentalis</i>	Long Purple-flag
<i>Platysace heterophylla</i>	Slender Platysace
<i>Pseudognaphalium luteoalbum</i>	Jersey Cudweed
<i>Pterostylis longifolia</i>	Tall Greenhood
<i>Pterostylis nutans</i>	Nodding Greenhood
<i>Senecio glomeratus</i>	Annual Fireweed
<i>Senecio hispidulus</i>	Rough Fireweed
<i>Solenogyne gunnii</i>	Hairy Solenogyne
<i>Trachymene composita</i>	Parsnip Trachymene
<i>Veronica plebeia</i>	Trailing Speedwell
<i>Viola hederacea</i>	Ivy-leaf Violet
<i>Xanthosia pusilla</i> spp. agg.	Heath Xanthosia

Ferns

<i>Lindsaea linearis</i>	Screw Fern
<i>Pteridium esculentum</i>	Austral Bracken

Climbers, epiphytes

<i>Amyena pendula</i>	Drooping Mistletoe
<i>Billardiera scandens</i>	Common Apple-berry
<i>Cassytha glabella</i>	Slender Dodder-laurel
<i>Cassytha pubescens</i>	Downy Dodder-laurel
<i>Clematis microphylla</i>	Small-leaved Clematis
<i>Clematis comesperma volubile</i>	Love Creeper

HEATHY WOODLAND



Black Wattle



Blackwood



Silky Guinea-flower



Smooth Parrot-pea



Narrow-leaf Peppermint



Showy Bossiaea



Common Heath



Silver Banksia



Pink-bells



Common Rice-flower



Burgan Tick Bush

HEATHY WOODLAND



HEATHY WOODLAND



Sweet Wattle



Twiggy Daisy Bush



Austral Grass-tree



Austral Bracken



Slender Dodder-laurel



Pale Grass-lily



Ivy-leaf Violet



Red-fruit Saw-edge



Trailing Speedwell



Wattle Mat-rush



Wedding Bush

HEATHY WOODLAND



EVC 003 DAMP SANDS HERB-RICH WOOD

A low, grassy or bracken-dominated eucalypt (Messmate) forest or open woodland to 15m tall with a large shrub layer and ground layer rich in herbs, grasses, and orchids. Occurs mainly on flat or undulating areas on moderately fertile, relatively well-drained, deep sandy or loamy topsoils over heavier subsoils (duplex soils).

Trees

<i>Acacia mearnsii</i>	Black Wattle
<i>Acacia melanoxylon</i>	Blackwood
<i>Allocasuarina littoralis</i>	Black Sheoak
<i>Eucalyptus obliqua</i>	Messmate Stringybark
<i>Eucalyptus radiata</i>	Narrow-leaf Peppermint
<i>Eucalyptus viminalis ssp. pryoriana</i>	Coast Manna-gum
<i>Exocarpos cupressiformis</i>	Cherry Ballart

Shrubs

<i>Acacia oxycedrus</i>	Spike Wattle
<i>Banksia marginata</i>	Silver Banksia
<i>Cassinia aculeata</i>	Common Cassinia
<i>Epacris impressa</i>	Common Heath
<i>Hibbertia riparia</i>	Erect Guinea-flower
<i>Leptospermum continentale</i>	Prickly Tea-tree
<i>Pimelea humilis</i>	Common Rice-flower
<i>Platylobium obtusangulum</i>	Common Flat-pea

Grasses

<i>Austrodanthonia setacea</i>	Bristly Wallaby-grass
<i>Austrostipa pubinodis</i>	Tall Spear-grass
<i>Deyeuxia quadriseta</i>	Reed Bent-grass
<i>Microlaena stipoides</i>	Weeping Grass
<i>Poa sieberiana</i>	Grey Tussock-grass

Ground Covers

<i>Acrotriche serrulata</i>	Honey-pots
<i>Amperea xiphoclada</i>	Broom Spurge
<i>Astroloma humifusum</i>	Cranberry Heath
<i>Burchardia umbellata</i>	Milkmaids
<i>Chamaescilla corymbosa</i>	Blue Stars
<i>Dianella revoluta s.l.</i>	Black-anther Flax-lily
<i>Dichondra repens</i>	Kidney-weed
<i>Dipodium punctatum s.l.</i>	Hyacinth Orchid

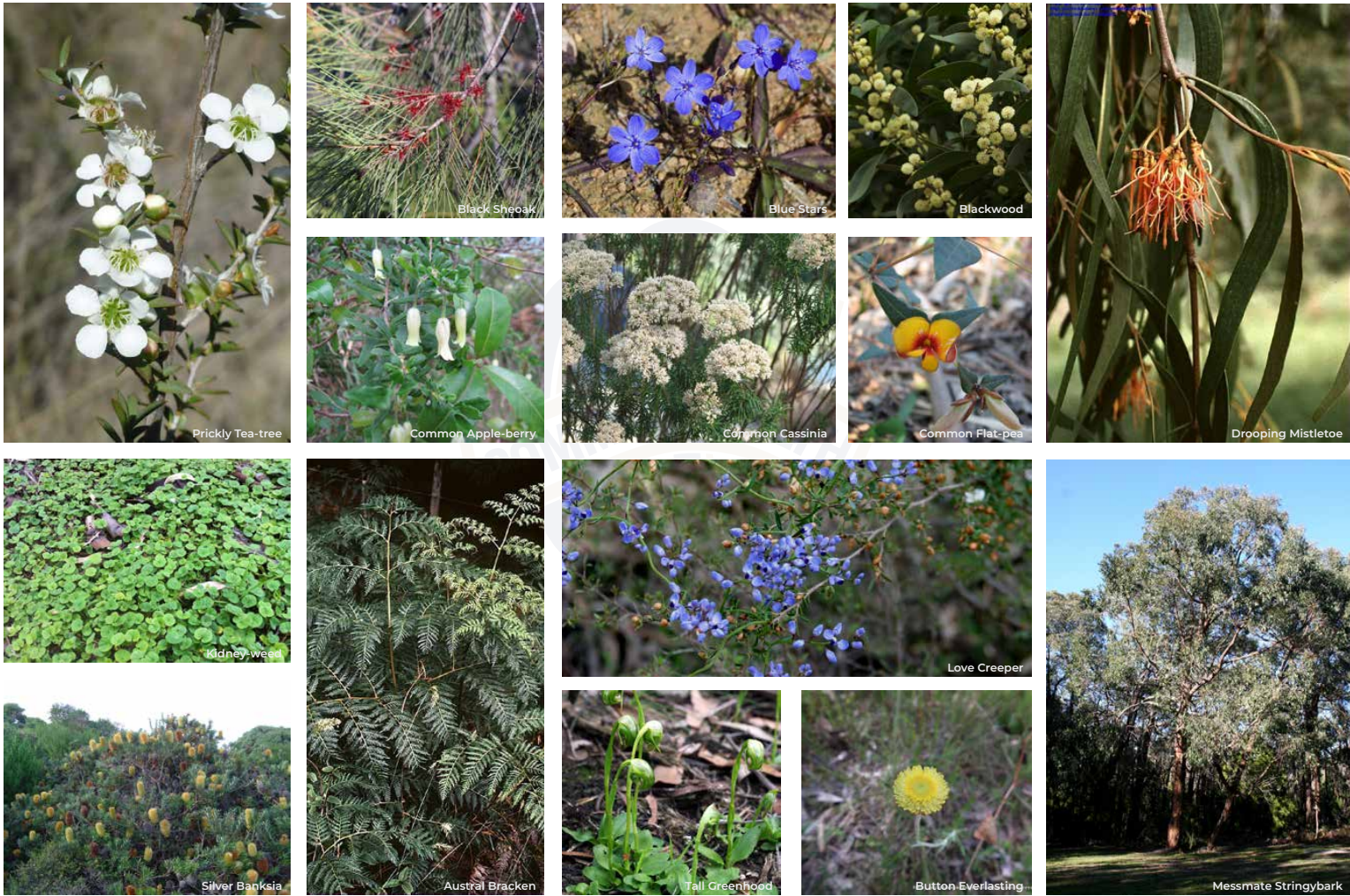
<i>Gonocarpus tetragynus</i>	Common Raspwort
<i>Goodenia geniculata</i>	Bent Goodenia
<i>Helichrysum scorpioides</i>	Button Everlasting
<i>Hydrocotyle laxiflora</i>	Stinking Pennywort
<i>Hypericum gramineum</i>	Small St John's Wort
<i>Ficinia nodosa</i>	Knobby Club-sedge
<i>Lagenophora stipitata</i>	Common Bottle-daisy
<i>Lepidosperma laterale</i>	Variable Sword-sedge
<i>Lomandra filiformis</i>	Wattle Mat-rush
<i>Lomandra longifolia</i>	Spiny-headed Mat-rush
<i>Luzula campestris</i>	Field Woodrush
<i>Oxalis perennans</i>	Grassland Wood-sorrel
<i>Paranthera microphylla</i>	Small Paranthera
<i>Pterostylis longifolia</i>	Tall Greenhood
<i>Pterostylis nutans</i>	Nodding Greenhood
<i>Pterostylis pedunculata</i>	Maroonhood
<i>Schoenus apogon</i>	Common Bog-sedge
<i>Senecio glomeratus</i>	Annual Fireweed
<i>Thelymitra pauciflora</i>	Slender Sun-orchid
<i>Veronica calycina</i>	Hairy Speedwell
<i>Viola hederacea</i>	Ivy-leaf Violet
<i>Xanthorrhoea australis</i>	Austral Grass-tree

Ferns

<i>Pteridium esculentum</i>	Austral Bracken
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Climbers, epiphytes

<i>Amyema pendula</i>	Drooping Mistletoe
<i>Billardiera scandens</i>	Common Apple-berry
<i>Clematis microphylla</i>	Small-leaf Clematis
<i>Comesperma volubile</i>	Love Creeper
<i>Glycine clandestina</i>	Twining Glycine
<i>Muellerina eucalyptoides</i>	Creeping Mistletoe



EVC 006 SAND HEATHLAND

The distribution of EVC 006 Sand Heathland is now scattered and rare in Melbourne with golf courses containing some valuable remnants. This vegetation type occurs on deep sands of low fertility and comprises heathland species up to 2metres tall. It is defined by dominant Heath Tea Tree with little to no Eucalypt cover. Where Eucalypts occur, it is Healthy Woodland EVC 048. Fire regime will reduce woody species and promote the heath.

Trees & Shrubs

<i>Acacia oxycedrus</i>	Spike Wattle
<i>Acacia suaveolens</i>	Sweet Wattle
<i>Casuarina</i>	Green Sheoak
<i>Amperea xiphioclada</i>	Broom Spurge
<i>Aotus ericoides</i>	Common Aotus
<i>Banksia marginata</i>	Silver Banksia
<i>Bossiaea cinerea</i>	Showy Bossiaea
<i>Comesperma ericinum</i>	Heath Milkwort
<i>Correa reflexa</i>	Common Correa
<i>Dillwynia glaberrima</i>	Smooth Parrot-pea
<i>Epacris impressa</i>	Common Heath
<i>Hibbertia acicularis</i>	Prickly Guinea-flower
<i>Hibbertia fasciculata</i>	Bundled Guinea-flower
<i>Hibbertia riparia</i>	Erect Guinea-flower
<i>Hibbertia sericea</i>	Silky Guinea-flower
<i>Isopogon ceratophyllus</i>	Horny Cone-bush
<i>Leptospermum continentale</i>	Prickly Tea-tree
<i>Leptospermum myrsinoides</i>	Heath Tea-tree
<i>Leucopogon virgatus</i>	Common Beard-heath
<i>Monotoca scoparia</i>	Prickly Broom-heath
<i>Pimelea humilis</i>	Common Rice-flower
<i>Platylobium obtusangulum</i>	Common Flat-pea
<i>Ricinocarpos pinifolius</i>	Wedding Bush
<i>Tetratheca ciliata</i>	Pink-bells

Grasses

<i>Austrodanthonia setacea</i>	Bristly Wallaby-grass
<i>Microlaena stipoides</i>	Weeping Grass

Ground Cover

<i>Acianthus exsertus s.l.</i>	Gnat Orchid
<i>Acrotriche serrulata</i>	Honey-pots
<i>Astroloma humifusum</i>	Cranberry Heath
<i>Burchardia umbellata</i>	Milkmaids

<i>Caesia parviflora</i>	Pale Grass-lily
<i>Caladenia carnea s.l.</i>	Pink Fingers
<i>Caladenia dilatata s.l.</i>	Green-comb Spider-orchid
<i>Centrolepis aristata</i>	Pointed Centrolepis
<i>Centrolepis strigosa</i>	Hairy Centrolepis
<i>Chamaescilla corymbosa</i>	Blue Stars
<i>Chrysocephalum apiculatum</i>	Common Everlasting
<i>Comesperma calymega</i>	Blue-spike Milkwort
<i>Dianella revoluta s.l.</i>	Black-anther Flax-lily
<i>Drosera macrantha</i>	Climbing Sundew
<i>Drosera peltata</i>	Pale Sundew
<i>Drosera peltata ssp. auriculata</i>	Tall Sundew
<i>Drosera whittakeri</i>	Scented Sundew
<i>Eriochilus cucullatus</i>	Parson's Bands
<i>Euphrasia collina</i>	Purple Eyebright
<i>Gahnia radula</i>	Thatch Saw-sedge
<i>Gonocarpus tetragynus</i>	Common Raspwort
<i>Goodenia geniculata</i>	Bent Goodenia
<i>Helichrysum scorpioides</i>	Button Everlasting
<i>Hydrocotyle callicarpa</i>	Small Pennywort
<i>Hydrocotyle hirta</i>	Hairy Pennywort
<i>Hydrocotyle laxiflora</i>	Stinking Pennywort
<i>Hypericum gramineum</i>	Small St John's Wort
<i>Hypolaena fastigiata</i>	Tassel Rope-rush
<i>Lagenophora stipitata</i>	Common Bottle-daisy
<i>Lepidosperma concavum</i>	Sandhill Sword-sedge
<i>Lepidosperma filiforme</i>	Common Rapier-sedge
<i>Lepidosperma laterale</i>	Variable Sword-sedge
<i>Lepidosperma semiteres</i>	Wire Rapier-sedge
<i>Lomandra filiformis</i>	Wattle Mat-rush
<i>Lomandra longifolia</i>	Spiny-headed Mat-rush
<i>Opercularia varia</i>	Variable Stinkweed
<i>Platysace heterophylla</i>	Slender Platysace
<i>Poranthera microphylla</i>	Small Poranthera

<i>Pseudognaphalium luteoalbum</i>	Jersey Cudweed
<i>Pterostylis concinna</i>	Trim Greenhood
<i>Pterostylis nana</i>	Dwarf Greenhood
<i>Pterostylis nutans</i>	Nodding Greenhood
<i>Pterostylis parviflora s.l.</i>	Tiny Greenhood
<i>Pyrorchis nigricans</i>	Red-beaks
<i>Schoenus lepidosperma</i>	Slender Bog-sedge
<i>Stylidium graminifolium</i>	Grass Trigger-plant
<i>Thelymitra antenniferia</i>	Rabbit Ears
<i>Thelymitra ixioideis s.l.</i>	Spotted Sun-orchid
<i>Thysanotus tuberosus</i>	Common Fringe-lily
<i>Veronica calycina</i>	Hairy Speedwell
<i>Viola hederacea</i>	Ivy-leaf Violet
<i>Viola sieberiana s.l.</i>	Tiny Violet
<i>Xanthorrhoea australis</i>	Austral Grass-tree
<i>Xanthorrhoea minor</i>	Small Grass-tree
<i>Xanthosia pusilla spp. agg.</i>	Heath Xanthosia

Ferns

<i>Pteridium esculentum</i>	Austral Bracken
<i>Schizaea asperula</i>	Rough Comb-fern
<i>Schizaea bifida</i>	Forked Comb-fern

Climbers, epiphytes

<i>Amyema pendula</i>	Drooping Mistletoe
<i>Billardiera scandens</i>	Common Apple-berry
<i>Cassytha glabella</i>	Slender Dodder-laurel
<i>Cassytha pubescens</i>	Downy Dodder-laurel
<i>Comesperma volubile</i>	Love Creeper



EVC 136 SEDGE WETLAND

Sedgeland areas to 1m tall in swamp/wet areas that are seasonal and frequently dry out. They are often distinguished by Pithy Sword Sedge and are on deep sands adjacent to EVC 006 and EVC 048. This vegetation type will occur in the riparian areas around the main lake, and also low moist areas where seasonal inundation occasionally occurs, or would have naturally occurred before any land modification or drainage works.

Grasses

<i>Deyeuxia quadriseta</i>	Reed Bent-grass
<i>Eragrostis brownii</i>	Common Love-grass

Ground covers

<i>Baumea acuta</i>	Pale Twig-sedge
<i>Baumea gunnii</i>	Slender Twig-sedge
<i>Baumea tetragona</i>	Square Twig-sedge
<i>Centella cordifolia</i>	Centella
<i>Cryptostylis leptochila</i>	Small Tongue-orchid
<i>Empodisma minus</i>	Spreading Rope-rush
<i>Euchiton involucratus s.l.</i>	Common Cudweed
<i>Gonocarpus micranthus</i>	Creeping Raspwort
<i>Goodenia humilis</i>	Swamp Goodenia
<i>Hydrocotyle sibthorpioides</i>	Shining Pennywort
<i>Hydrocotyle tripartita</i>	Slender Pennywort
<i>Lepidosperma longitudinale</i>	Pithy Sword-sedge
<i>Leptocarpus tenax</i>	Slender Twine-rush
<i>Lilaeopsis polyantha</i>	Australian Lilaeopsis
<i>Lobelia anceps</i>	Angled Lobelia
<i>Lythrum hyssopifolia</i>	Small Loosestrife
<i>Myriophyllum amphibium</i>	Broad Water-milfoil
<i>Paterosonia occidentalis</i>	Long Purple-flag
<i>Schoenus maschalinus</i>	Leafy Bog-sedge
<i>Schoenus tesquorum</i>	Soft Bog-sedge
<i>Selaginella uliginosa</i>	Swamp Selaginella
<i>Triglochin striatum</i>	Streaked Arrowgrass

<i>Villarsia reniformis</i>	Running Marsh-flower
<i>Hibbertia sericea</i>	Silky Guinea-flower
<i>Hibbertia stricta</i>	Upright Guinea-flower
<i>Hovea heterophylla</i>	Common Hovea
<i>Isopogon ceratophyllus</i>	Horny Cone-bush
<i>Kunzea ericoides</i>	Burgan/Tick Bush
<i>Leptospermum continentale</i>	Prickly Tea-tree
<i>Leptospermum myrsinoides</i>	Heath Tea-tree
<i>Leucopogon australis</i>	Spike Beard-heath
<i>Leucopogon ericoides</i>	Pink Beard-heath
<i>Leucopogon virgatus</i>	Common Beard-heath
<i>Monotoca scoparia</i>	Prickly Broom-heath
<i>Olearia lirata</i>	Snowy Daisy-bush
<i>Olearia ramulosa</i>	Twiggy Daisy-bush
<i>Ozothamnus ferrugineus</i>	Tree Everlasting
<i>Pelargonium inodorum</i>	Kopata
<i>Pimelea humilis</i>	Common Rice-flower
<i>Pimelea octophylla</i>	Wooly Rice-flower
<i>Pimelea phyllicoides</i>	Heath Rice-flower
<i>Platylobium obtusangulum</i>	Common Flat-pea
<i>Ricinocarpos pinifolius</i>	Wedding Bush
<i>Stackhousia monogyna</i>	Creamy Stackhousia
<i>Solanum laciniatum</i>	Large Kangaroo Apple
<i>Tetradlea ciliata</i>	Pink-bells
<i>Thelionema caespitosum</i>	Tufted Lily
<i>Viminaria juncea</i>	Golden Spray



Broad Water-milfoil



Common Love Grass



Swamp Selaginella



spreading/rope rush



Australian Lilaeopsis



Streaked Arrowgrass



Slender twine rush



Swamp goodenia



Angled Lobelia



Long Purple Flag



Creeping raspwort



Scaure-twigg sedge



Centella

**EVC 653
AQUATIC HERBLAND**

Rare and endangered plant community once widespread in wetland areas prior to settlement. An herb and sedgeland combining submerged and floating aquatic species of deep and inundated wetlands. Vegetation typically less than 0.5metres tall and area adjacent to Sedge Wetland areas EVC 163. Tall Spike Sedge, Water Ribbons, Twig Rush and Running Marsh flower are the identifiable dominant plants. At Commonwealth this vegetation is associated with the main lake environment.

Grasses

Glyceria australis	Australian Sweet-grass
Lachnagrostis filiformis	Common Blown-grass
Alisma plantago-aquatica	Water Plantain
Azolla filiculoides	Pacific Azolla
Baumea rubiginosa s.l.	Soft Twig-rush
Crassula helmsii	Swamp Crassula
Elatine gratioloides	Waterwort
Eleocharis sphacelata	Tall Spike-sedge
Isolepis fluitans	Floating Club-sedge
Lemna disperma	Common Duckweed
Lilaeopsis polyantha	Australian Lilaeopsis
Myriophyllum spp.	Water-milfoil
Potamogeton tricarinatus s.l.	Floating Pondweed
Ranunculus spp.	Buttercup
Triglochin procerum	Water Ribbons
Villarsia reniformis	Running Marsh-flower



EVC 308
AQUATIC SEDGE LAND

Widespread but species-poor vegetation dominated by one to several species of robust inundation-tolerant rhizomatous sedges extending into virtually permanent water . Associated with Aquatic Herbland EVC 653.

Various combinations of one or more of the following species

- Baumea articulata*
Baumea rubiginosa
Chorizandra australis
Chorizandra cymbaria
Eleocharis sphacelata
Crassula helmsii
Elatine gratioloides
Eleocharis sphacelata
Isolepis fluitans
Lemna disperma
Lilaeopsis polyantha
Myriophyllum spp.
Potamogeton tricarinatus s.l.
Ranunculus spp.
Triglochin procerum
Villarsia reniformis
- Jointed Rush
Soft Twig Rush
Austral Sedge
Heron Bristle Sedge
Tall Spike Rush
Swamp Crassula
Waterwort
Tall Spike-sedge
Floating Club-sedge
Common Duckweed
Australian Lilaeopsis
Water-milfoil
Floating Pondweed
Buttercup
Water Ribbons
Running Marsh-flower



Application of Landscape and Vegetation Principles and Guidelines

These principles and guidelines will apply to all vegetation areas and all non-turf areas on the course. They will guide all management of course vegetation, planning and decision-making in relation to problem areas, developing solutions and, ultimately, the execution of all vegetation works on site.

Communication Tool

This document will also serve as a communication tool for committees, members and local government agencies. It will demonstrate Commonwealth Golf Club's values and its commitment to local flora, biodiversity, and responsible vegetation management. It will reinforce the Club's reputation in relation to its role as the manager of significant green open space within the broader community.

It will also become the guiding educational resource and reference document for course management and committees from the present to many years into the future.

As knowledge and experience are accumulated this document should be reviewed as appropriate and will evolve along with the course landscape which it is designed to enhance.

Useful References

Flora of Melbourne, Guide to the Indigenous Plants of the Greater Melbourne Area, Edition 4

by Marilyn Bull, 2014
ISBN: 9781864471229

Indigenous Plants of the Sandbelt: A Gardening Guide for South-Eastern Melbourne

by Robert Scott and Jeannie Campbell, 2002
ISBN: 139780958100908

Commonwealth Vegetation Report

prepared by Biosis, 2015

Tree Survey and Management Report,

prepared by Glen Waters, 2020

City of Kingston Biodiversity Strategy,

Version 2, 2018 - 2023

www.environment.vic.gov.au

COMMONWEALTH GOLF CLUB

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Ground covers cont	
<i>Kanthona</i> <i>horea</i> var.	Small Grass-tree
<i>Kanthona</i> <i>ovata</i> spp. agg.	Fleshy Kanthona
Ferns	
<i>Polypodium</i> <i>hesleri</i>	Screw Fern
<i>Pteridium</i> <i>escentum</i>	Austral Bracken
<i>Schizaea</i> <i>asperula</i>	Rough Comb-Fern
<i>Schizaea</i> <i>biloba</i>	Rough Comb-Fern
Climbers, epiphytes	
<i>Amycaea</i> <i>pendula</i>	Drizzling Mistletoe
<i>Borralia</i> <i>scandens</i>	Common Apple-berry
<i>Cassytha</i> <i>glabrella</i>	Slender Dodder-laurel
<i>Cassytha</i> <i>pubescent</i>	Downy Dodder-laurel
<i>Elemanis</i> <i>microphylla</i>	Small-leaved
<i>Elemanis</i> <i>compensata</i> var. <i>lobata</i>	Love Creeper
Aquatic / Riparian	
<i>Alisma</i> <i>plantago-aquatica</i>	Water Plantain
<i>Azolla</i> <i>filiculoides</i>	Pacific Azolla
<i>Baumea</i> <i>nubiginosa</i> s.l.	Soft Twig Rush
<i>Cassiope</i> <i>helmsii</i>	Swamp Grass
<i>Scirpus</i> <i>gracilicoides</i>	Waterwort
<i>Eleocharis</i> <i>sphecofolia</i>	Tall Spike-sedge
<i>Isoplepis</i> <i>fluffans</i>	Floating Club-sedge
<i>Lemna</i> <i>diffusa</i>	Common Duckweed
<i>Myriophyllum</i> <i>spp.</i>	Water-milfoil
<i>Potamogeton</i> <i>nicotianifolius</i> s.l.	Floating Pondweed
<i>Ranunculus</i> <i>spp.</i>	Buttercup
<i>Rigilanthus</i> <i>procurrens</i>	Water Ribbons
<i>Vallisneria</i> <i>reniformis</i>	Running Marsh-flower
Wetland	
<i>Baumea</i> <i>articulata</i>	Jointed Rush
<i>Baumea</i> <i>nubiginosa</i>	Soft Twig Rush
<i>Chorizanthe</i> <i>australis</i>	Austral Sedge
<i>Chorizanthe</i> <i>cymbaria</i>	Heron Bristle Sedge
<i>Eleocharis</i> <i>sphaecolata</i>	Tall Spike-sedge





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Ordinary Council Meeting

30 January 2023

Agenda Item No: 8.4

HIGHETT, MORDIALLOC AND ASPENDALE LEVEL CROSSING REMOVALS - CONSULTATION AND ENGAGEMENT OF CONSULTANT TEAMS

Contact Officer: Hiren Bhatt, Principal Urban Designer
Tara Bell, Place Manager

Purpose of Report

The purpose of this report is to seek Council approval to engage consultant support to assist in the preparation of advocacy documents for the Highett, Mordialloc and Aspendale Level Crossing Removal Projects and to undertake staged early engagement with the community on what they value most about the local area.

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. Commence Stage 1 community engagement surveys on Your Kingston Your Say in a staged manner to align with the LXRP's delivery timeframes for each of the three projects.
2. Commence a procurement process to appoint consultant teams to support Council's work in responding to the Highett, Mordialloc and Aspendale Level Crossing Removal projects.
3. Seek funding assistance from the Level Crossing Removal Project to cover Council resources, as well as an allowance to cover materials associated with trader support or placemaking initiatives within the impacted trader communities.

1. Executive Summary

On 9 October 2022 the Victorian Government committed to making the Frankston line level crossing removal free by 2029, through the removal of nine level crossings between Highett and Seaford (refer appendix 1). A rail over road solution is proposed in Highett, Mordialloc and a rail under solution in Aspendale. It is proposed to close the Latrobe Street crossing something which Council has already raised with the Minister for Transport Infrastructure following community feedback.

Through the life of the Level Crossing Removal in Project Council has participated in workshops and advisory panels as well as prepared several pieces of strategic / urban design advocacy work to guide Council's advocacy position. This has led to greater community benefits and design improvements in the completed level crossing removals at Clayton South, Carrum, Mentone and Cheltenham and those underway at Edithvale, Chelsea and Bonbeach. Council is currently working with the LXRP on Mentone / Parkdale LXR sites to best align the project with Council's adopted Urban Design Framework.

On 19 December 2022, Council wrote to the Deputy Premier and Minister for Transport Infrastructure seeking meaningful community engagement and outlining critical early considerations for the Highett, Mordialloc and Aspendale LXP projects and SRL precinct planning work. This included delivery of the SUP connections, management of the future linear parkland, urban design considerations of potential third track, strategic community facility positioning, potential strategic redevelopment opportunities and theming. Council's letter also queried whether an opportunity existed to progress a tunnelled solution to enhance urban design and landscape outcomes and link in with the proposed SRL station.

As with prior LXP sites, it is recommended that consultants in the urban design, landscape design and transport fields are appointed to assist in the preparation of advocacy work. Commencing procurement promptly is necessary to align with opportunities for influence recognising the fast pace in which the LXP have moved to implement other crossing removals.

Prior to commencing concept plans for the design advocacy, and concurrent to the procurement process for each of the three sites, it is recommended that an initial round of community engagement through Your Kingston Your Say, is undertaken to understand what the community value about the relevant precinct. This information can then be used to inform initial concepts that would be subject to further community consultation later in 2023.

A critical unknown at this stage is the LXP's timing for delivery of each of the remaining projects within Kingston. Officers have requested further clarity on this from LXP as it will inform the timing and prioritisation of community consultation and consultant work to be led by Council. Subject to receipt of this advice from LXP, it is likely that Council advocacy work and planned community engagement will be staged for each of the precincts to align with the delivery timeframes proposed by LXP for the remaining sites in Kingston.

2. Background

The Level Crossing Removal Project (LXP) has removed 11 level crossings within the City of Kingston since the project's commencement, including 10 removals on the Frankston Line (Appendix 1).

The removal solutions have varied throughout the municipality:

Suburb	Location(s)	Solution	Status
Clayton South	Centre Road	Rail over Road	Complete
Carrum	Station Street Eel Race Road	Rail over Road Road closure	Complete
Cheltenham	Park Road Charman Road	Rail under road Rail under road	Complete
Mentone	Balcombe Road	Rail Under Road	Complete
Edithvale	Lochiel Avenue Edithvale Road	Road Closure Rail under Road	Under construction
Chelsea	Swanpool Avenue Thames Promenade Argyle Avenue	Road Closure Rail Under Road Rail under Road	Under construction
Bonbeach	Station Street Mascot Avenue	Rail under road Road closed	Under construction

On 9 October 2022 the Victorian Government announced that a further nine level crossing removals will be delivered by 2029 between Highett and Seaford, including Highett Road and Wickham Road, Highett (refer Appendix 1). Following early engineering assessments, the LXRPs have released the preferred design solutions as outlined below:

Location	Solution
Wickham Road, Highett	Rail over Road
Highett Road, Highett	Rail over Road including new station
Latrobe Street, Mentone	Closure
McDonald Street, Mordialloc	Rail over Road including new station
Bear Street, Mordialloc	Closure
Station Street, Aspendale	Rail over Road
Groves Street, Aspendale	Rail under Road including new station
Armstrongs Road, Seaford*	Rail over Road
Station Street, Seaford*	Rail over Road including new station

**Not within City of Kingston*

The LXRPs indicated that this solution will also enable ‘opportunities for open space, bike paths, recreational facilities, car parking and local connections across the rail corridor’.

At this early stage the LXRPs have not undertaken any meaningful community consultation, however their website notes that this will occur, alongside further technical investigations.

On 14 December 2022, the LXRPs team held an Urban Design Advisory Panel to brief Council on the Highett Level Crossing Removal. Given the broad nature of the briefing Council have sought more substantive responses from the LXRPs on a range of questions that have arisen following community feedback.

Prior Resolutions of Council

Council has previously voiced its opposition to elevated rail within the municipality and on 23 May 2016, Council resolved:

That Council write to The Hon Jacinta Allan, Victorian Minister for Public Transport advising her that as a result of an extraordinary level of public disquiet and concern, together with an untimely and unsatisfactory response to earlier Council requests for action and information, we are unable to support an elevated rail line as an option to be considered in the removal of level crossings along the Frankston line, where it is within the City of Kingston municipal boundaries.

The City of Kingston will continue to work cooperatively with the LXRA in determining which of the remaining options should be selected in order to fulfil the Andrews Government election commitments in relation to level crossing removal.

Council further considered its position on the Frankston Line level crossing removal projects at Council meetings on 19 September 2016 and 28 November 2016. On 27 March 2017, Council resolved to participate in urban design workshops for the elevated rail project at Carrum and to commence urban design work at the remaining level crossing removal sites. More specifically, it was resolved that Council:

1. *Note the announcements of the design outcomes for all of the grade separations along the Frankston Line within Kingston and note the discussion report (Appendix Two) provided in response to Notice of Motion 54/2016.*

2. *Commence a review of the Cheltenham Structure Plan, and preparation of a Framework Plan for Mentone Station to be informed by the design solutions for Cheltenham and Mentone as announced by the Level Crossing Removal Authority.*
3. *Inform the Level Crossing Removal Authority that Council now wishes to be a participant in the process established with the Urban Design Advisory Panel and Victorian Government Architect to look at issues of design of the grade separations along the Frankston line following the recent determinations on the separations within the City of Kingston.*
4. *Advise the Level Crossing Removal Authority that Council seeks to participate in the community workshops held for the Carrum Level Crossing Removal.*
5. *Receive a further update once a decision has been made by the Minister for Planning on the need for an environmental approvals process for the level crossing removals proposed at Edithvale and Bonbeach.*
6. *Subject to the Minister for Planning's decision in relation to the need for an environmental approvals process, seek appropriate assistance to commence an appropriate urban design exercise to influence the grade separations at Edithvale and Bonbeach.*
7. *Welcomes the decision to remove the level crossings at Cheltenham, Mentone Edithvale and Bonbeach with rail under road solutions.*
8. *Write to the LXRA requesting the following information:*
 - *Detailed findings if any on how McLeod Road rail under road crossings cannot be achieved. These findings would include CAD models, calculations and the original survey.*
 - *What is the steepest 'as constructed' gradient for the Ormond crossing.*

Since this date, the elevated rail solutions in Clayton South and Carrum have been delivered including the provision of new open spaces, bicycle connections and recreational facilities. Works at Cheltenham, Mentone, Edithvale, Chelsea and Carrum are complete.

On 28 November 2022, Council considered the potential impacts of the LXRP announcements on the existing station buildings and ancillary structures which hold heritage value. Council resolved to:

1. *Request that the Minister for Planning prepare, adopt and approve an amendment to the Kingston Planning Scheme to apply an interim Heritage Overlay to the Frankston bound Highett Station building pursuant to Section 20(4) of the Planning and Environment Act 1987.*
2. *Concurrently seek authorisation from the Minister for Planning to prepare an amendment to the Kingston Planning Scheme to apply a permanent Heritage Overlay to the Frankston bound Highett Station building and once authorisation is received undertake exhibition of the amendment.*
3. *Advocate to the Heritage Council for the inclusion of the Mordialloc Water Tower on the Victorian Heritage Register when the recommendation of Heritage Victoria is put to public notice.*
4. *Advocate for the State Government to retain the Highett and Mordialloc Station buildings as part of its future level crossing removal projects.*
5. *Require the Level Crossing Removal Project (LXRP) to fund the internal and external restoration of the Highett and Mordialloc Station buildings to facilitate their repurposing and reactivation within the new station precincts, noting LXRP is the entity seeking to undertake works which may disturb the buildings.*
6. *Write to the Chief Executive Officer of the Level Crossing Removal Project and Minister for Transport Infrastructure to advise of this resolution.*

On 12 December 2022, Council considered the announcements for further level crossing removals at Highett, Mordialloc and Aspendale, resolving to:

1. *Write to Deputy Premier and Minister for Transport Infrastructure in accordance with the letter prepared as Appendix 2 highlighting priority areas for initial consideration as part of recent level crossing removal announcements (Highett, Cheltenham (Latrobe Street), Mordialloc and Aspendale) with the following addition: "As part of the crossing removal works for the Highett Road and Wickham Road crossings consideration be given to a tunnelled solution due to the proximity of the Suburban Rail Loop tunnelling works at Highett/Cheltenham providing access to the available tunnelling equipment and the enhanced urban design, integrated transport and open space outcomes that may be delivered."*
2. *Seek a briefing from the Level Crossing Removal Project early in the new year on the recently announced crossing removals.*
3. *Request Officers commence discussions with the LXRП to understand the extent of background work completed for the recently announced crossing removals.*

Strategic / Design Advocacy

Council has previously taken a proactive approach to design advocacy for Victorian Government major projects to voice clear objectives and priorities that are in the best interest of our community. The adopted documents have resulted in notable design changes that have improved outcomes that may have not otherwise been achieved, notably:

Document	Key Outcomes
CD9 Open Space Priorities (2017)	Delivery of landscaped opens space, recreational facilities, and enclosed dog park
Cheltenham Structure Plan review (2017)	Improved connectivity between the activity centre and Cheltenham Park and delivery of new open space within the activity centre.
Mentone Station and Gardens Urban Design Framework (2017)	Delivery of new open space over the rail, improvements to the heritage gardens and future activation of the open space within the heritage buildings
Priority Project Outcomes Edithvale Chelsea Bonbeach (2018)	Delivery of the pedestrian bridge in Chelsea, connecting the split sides of the centre via an architecturally significant bridge.
Parkdale LXRП Urban Design Framework (2022)	Currently being worked through with the LXRП.

3. Discussion

3.1 Prior position of the council in relation to elevated rail

Council's position from 26 May 2016 does not support elevated rail as a design option within the City of Kingston. In its letter to the Deputy Premier dated 19 December, 2022 Council queried whether the LXRП could deliver a tunnelled solution at this location, with the associated benefit of tying in with the SRL station.

The LXRП have released documentation indicating that its preferred design solution for Highett will be a continuous rail over road solution. The abovementioned letter to the Deputy Premier / Minister for Transport Infrastructure and LXRП seeks that meaningful community engagement on the project is undertaken by the Victorian Government.

Following further engagement pending the decision of the State Government, Council will need to consider how it best influences the community outcomes sought through the crossing removals.

3.2 Engagement of Consultants to prepare Urban Design Frameworks

As noted at section 2 of this report, Council has previously taken a proactive approach in clearly articulating its aspirations for major projects through the development of design advocacy work such as an Urban Design Framework once design solutions are resolved. Such work has been relied upon to collaborate with the relevant agencies to support design changes, advocate to arms of government and ensure that the views of our community are considered.

In this instance, advocacy work would provide:

- Expectations for sustainable design and construction, aligned with Councils Climate and Ecological Emergency Response Plan.
- Detailed consideration of the local context of the surrounding precincts including character, heritage, proposed levels of change, community needs, capital investments under consideration and other strategic direction.
- Consideration of mitigation impacts associated with the selected design including considerations of relating to high quality architectural outcomes, substantial landscaping, and design detail.
- Seeking a whole of centre approach to maximise placemaking opportunities, rather than limiting consideration and improvement works to within the rail corridor (eg. streetscape improvements).
- Identifying open space function priorities and expectations.
- Outlining expectations for the retention and reuse of heritage buildings that will be impacted by the works.
- Express expectations for design excellence in both architectural and landscape design.
- Highlight connectivity opportunities within the precinct and to other key destinations and shared user paths that could be unlocked by the project.
- Balance the needs for infrastructure, such as car parking, with the delivery of other infrastructure to support the community.

Recognising the timing constraints imposed by the LXP's process, it is suggested that Council progress to appoint a consultant team including the Urban Design, Landscape Design and Transport disciplines, to prepare the advocacy work.

4. Consultation

4.1 Internal Consultation:

The preparation of Urban Design Advocacy documents will require inputs from the following teams:

- Urban Design and Place, Strategic Planning and Environmental Planning
- Traffic and Transport and Engineering Design
- Public Spaces, Horticulture and Urban Forest
- Kingston Business
- Project Management Office
- Property Services
- Health & Social Policy and Libraries
- Communications

Whilst all decision-making aspects will be taken to the Council, it is proposed that interim updates and periodic project meetings are arranged with the Ward Councillors, Mayor and Deputy Mayor.

4.2 Community Consultation:

At this stage, the LXP are yet to undertake community engagement on the proposed level crossing removals at Highett, Aspendale and Mordialloc.

Given the pace of the LXP projects and the need to deliver any advocacy work reasonably quickly, it is recommended that a two-stage community consultation is undertaken as outlined below:

Stage 1 – Early engagement concurrent to the appointment of consultants. Similar to the format of the Parkdale survey undertaken in 2021, it will undertake an online format via the Your Kingston Your Say platform, with questions modified to seek community feedback into community aspirations and what they value about the local area. This will inform issues and opportunities and an initial advocacy concept.

Stage 2 – A multi-channelled approach on the draft version of the advocacy document, which will have been informed by Stage 1 engagement feedback. A detailed engagement strategy will be developed for Stage 2 community engagement and put to Council later in 2023.

Officers are also exploring the potential to establish Council-convened community reference groups utilising Kingston's new 220-person Standing Panel. Recruitment of the 220-member panel will commence shortly, potentially providing a channel for focused, local input into any work that Council progresses in response to the projects.

The timing of any centre specific consultation undertaken by Council will be informed by the LXP project delivery schedule and timeframes. In this regard it is likely that consultation and consultant work undertaken within each of the three locations will be staggered through 2023/24.

5. Compliance Checklist

5.1 Council Plan Alignment

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

Strategy: Provide accessible, quality public open spaces for passive and active recreation

The level crossing removal project will improve connectivity for all modes supporting more frequent rail services, removing congestion and delivery of active transport infrastructure. The nature of the level crossing removal solutions will substantially impact the urban landscape and thus require careful consideration in their design and delivery.

5.2 Governance Principles Alignment

- Principle (b) - priority is to be given to achieving the best outcomes for the municipal community, including future generations.
- Principle (c) - the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.
- Principle (d) - the municipal community is to be engaged in strategic planning and strategic decision making.
- Principle (e) - innovation and continuous improvement is to be pursued.

- Principle (f) - collaboration with other Councils and Governments and statutory bodies is to be sought.
- Principle (i) - the transparency of Council decisions, actions and information is to be ensured.

Design advocacy work will seek to broaden the place making outcomes of the transport project, by seeking high level of connectivity, integration with other state significant projects, locally relevant design outcomes and climate responsive design. The project will be informed by community inputs and will involve collaboration with and advocacy to the Victorian Government and the Level Crossing removal Project.

5.3 Financial Considerations

The project is to be delivered by the Victorian Government. A cost will be attributed to the engagement of consultants to develop the design advocacy work. The total cost of work is envisaged to be approximately \$230,000 with a planned allocation in the 23/24 City Strategy Operational Budget.

Budget

Budget for the design work will be funded by the City Strategy operational budget in the first instance. However, given the project is triggered by the Level Crossing Removal Project, funding will be sought from the LXRP to offset this cost. This has occurred successfully in relation previous LXRP projects in Kingston for which Council has undertaken design advocacy.

Staff Resources

The project will be resourced through the Urban Design and Place team, led by a senior team member with the support of relevant team members and staff across the organisation (as detailed at 4.1 of this report). In the report considered by Council on 12 December 2022 (item 8.3) officers recommended that an additional funding agreement is sought from the LXRP to continue with our support for the two new level crossing sites in Highett from 2022/23 to 2025/26 Financial Year noting also the resource burden this work will place on the existing team.

5.4 Risk considerations

Delivery of level crossing removals creates periods of intense disruption to the community and businesses. Project designs can shape the physical landscape and impact the character of an area for generations to come. Not having effective representation throughout the life of the project creates risks in relation to – poor design outcomes, ineffective support for community and businesses, impacts on infrastructure standards / quality, property implications.

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Tara Bell, Place Manager

Reviewed and Approved By: Paul Marsden, Manager City Strategy
Jonathan Guttmann, General Manager Planning and Place

9. Community Strengthening Reports

Ordinary Council Meeting

30 January 2023

Agenda Item No: 9.1

ULURU STATEMENT FROM THE HEART

Contact Officer: Susan Quach, Coordinator Community Development

Purpose of Report

The purpose of the report is to inform Council of opportunities to support the Uluru Statement from the Heart.

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. Endorse the Uluru Statement from the Heart, as presented at Appendix 1, as part of Council's ongoing commitment to reconciliation as articulated in the Council Plan 2021-25 and Reconciliation Action Plan 2022-24.
2. Sign the joint Statement of Mayors from across Australia in support of the Uluru Statement from the Heart, as presented at Appendix 2.
3. Provide opportunities to raise awareness and inform the community about the upcoming referendum.

1. Executive Summary

Council has a strong commitment to reconciliation, evident within the Council Plan 2021-25 and adoption of Council's first Reconciliation Action Plan 2022-24 (RAP). A number of significant steps have been made in this area including assisting in the development and auspicing the Derrimut Wheelan Gathering Place, establishing a permanent Reconciliation position and displaying Acknowledgement of Country decals at Council owned buildings.

The focus on reconciliation is increasing at all levels of government with a number of impactful initiatives currently underway. Local government is well placed to play an important role in raising awareness and informing communities about opportunities that continue to progress reconciliation. The Uluru Statement from the Heart is one of these opportunities.

Uluru Statement from the Heart

On Friday 26 May 2017, delegates of the National Constitutional Convention released the 'Uluru Statement from the Heart' (Uluru Statement) (as presented at Appendix 1) which calls for a constitutionally enshrined First Nations Voice to Parliament, along with the establishment of a Makarrata Commission, to undertake processes of treaty-making and truth-telling. Kingston Council currently displays a framed copy of the Uluru Statement in Council Chambers. The Uluru Statement aligns with Council's vision for reconciliation in the current RAP.

Following the Albanese Labor Government's confirmation of its commitment to implement the Uluru Statement in full, Council received an invitation from the Mayor of the Inner West (NSW) Darcy Byrne (as presented at Appendix 3) to support the Mayors for the Voice to Parliament Public Statement (as presented at Appendix 2) in November 2022.

The Mayors Statement endorses the Uluru Statement from the Heart and provides support for constitutional recognition for Aboriginal and Torres Strait Islander people through a Voice to Parliament.

The Statement also includes a commitment to raising awareness and informing the community about the referendum through promoting dialogue and providing a platform for Indigenous voices to be heard in the debate. This could be done through civic forums, social media and through use of the logo on the Council's website and email signatures. It is important to note that Council will not tell the community how to vote but rather provide opportunities for them to make an informed decision when they vote.

Pending Council's decision, development of a communications and engagement strategy in consultation with Council's Reconciliation Advisory Group will enable practical activities to be implemented to build community awareness of the referendum and support informed community decision making.

2. Background

Council's continuing reconciliation journey

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.

Council has a strong commitment to reconciliation demonstrated through the Council Plan and the adoption of Council's first RAP in April 2022. The Council Plan identifies Aboriginal and Torres Strait Islander community members as key partners that have a place to connect with each other and the community. Respecting the importance of Aboriginal and Torres Strait Islander people and their connection to the land is a critical strategy to become progressive and inclusive.

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 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.*

Council's RAP Working Group (comprised of Council officers) and RAP Advisory Group (comprised of Aboriginal and Torres Strait Islander community members) meet regularly to oversee the implementation of the RAP.

Uluru Statement from the Heart

On Friday 26 May 2017, delegates of the National Constitutional Convention released the 'Uluru Statement from the Heart' (as presented at Appendix 1). The Uluru Statement calls for a constitutionally enshrined First Nations Voice to Parliament, along with the establishment of a Makarrata Commission, to undertake processes of treaty-making and truth-telling.

First Nations Voice to Parliament

Aboriginal and Torres Strait Islander people have consistently called for self-determination, rather than symbolism, to make a real difference to their lives. Current policy making is often made for Aboriginal and Torres Strait Islander people rather than with them. Constitutional recognition through a Voice would enable Aboriginal and Torres Strait Islander people to give advice to the Federal Parliament about laws and policies that impact them through a simplified policy making process and structural change.

The Uluru Statement does not define the form such a body would take however it has been suggested that it would sit alongside Parliament to provide non-binding advice on legal and policy matters affecting Aboriginal and Torres Strait Islander people's lives.

Makarrata Commission

The Uluru Statement seeks a "Makarrata Commission to supervise a process of agreement-making between governments and First Nations and truth-telling about our history". The word 'Makarrata' has often been used instead of 'treaty'. The Uluru Statement explains that "Makaratta is the culmination of our agenda: the coming together after struggle. It captures our aspirations for a fair and truthful relationship with the people of Australia and a better future for our children based on justice and self-determination".

The Uluru Statement is an invitation from Aboriginal and Torres Strait Islander people to "walk with us in a movement of the Australian people for a better future". In 2022 the Albanese Labor Government confirmed its commitment to implement the Uluru Statement in full, and a referendum has been earmarked for 2023.

3. Discussion

3.1 Local government endorsement of the Uluru Statement of the Heart

Local government can play an important role in supporting the journey towards constitutional recognition of Aboriginal and Torres Strait Islander people. As the level of government closest to community, Council is well-placed to inform, educate and advocate.

Since 2018, several Councils across Australia have led motions to endorse the Uluru Statement with many encouraging other local governments across the nation to publicly declare their support. Currently, thirty-eight Mayors from seven states and territories have signed the Mayors for the Voice to Parliament Public Statement (as presented at Appendix 2).

Council currently displays a framed copy of the Uluru Statement in Council Chambers. It is recommended that Council continue to display the framed Uluru Statement from the Heart in Council Chambers.

The focus on reconciliation is increasing at all levels of government with a number of impactful initiatives currently underway. Local government is well placed to play an important role in raising awareness and informing communities about opportunities that continue to progress reconciliation. The Uluru Statement from the Heart and the Mayors for the Voice to Parliament Public Statement are two of these opportunities.

3.2 Mayors for the Voice to Parliament Public Statement

On 24 November 2022 Council received an invitation to support the Mayors for the Voice to Parliament Public Statement (as presented at Appendix 2). The Statement commits supporters to:

- Endorsement of the Uluru Statement and support for constitutional recognition for Aboriginal and Torres Strait Islander people through a Voice to Parliament.
- Building community awareness about the referendum – what constitutional recognition through a Voice to Parliament will mean for Aboriginal and Torres Strait Islander people and Australian society as a whole.
- Holding civic forums, promoting dialogue and providing a platform for Indigenous voices to be heard in the debate.

On receiving the invitation, officers were requested to prepare a report for Council's consideration, providing background on Council's strategic direction for reconciliation and opportunities to support the Uluru Statement from the Heart.

3.3 Communications

Local government has an opportunity to take a leadership role to clearly articulate Council's position, and to help educate and inform our community about the importance of the Uluru Statement and what the Voice to Parliament will mean for Australia.

Mainstream society is largely unaware of the proposed Voice to Parliament and referendum. We can anticipate a diversity of opinions in regard to the proposal. It is important to note that Council will not tell the community how to vote but rather provide opportunities for them to make an informed decision when they vote. Supporting, facilitating and leading community engagement about Voice, Treaty and Truth will help build awareness among the Kingston community and lead to informed decision making about the process and potential outcomes of the referendum.

The following practical actions are proposed to demonstrate Council's leadership and further advance Council's journey of reconciliation with Australia's First Nation peoples, fulfilling the commitments in the Mayors for the Voice to Parliament Public Statement:

- Development of a communications and engagement strategy to inform and engage staff and the community in the referendum in consultation with Council's Reconciliation Advisory Group. Activities will include sharing content on a range of Council platforms and hosting a minimum one community event.
- Displaying the Uluru Statement logo on Council's website.
- Providing direction to staff regarding use of the Uluru Statement email signature.

4. Consultation

4.1 Internal Consultation:

The Advocacy, Communications and Engagement Team will be consulted in the development of a communications and engagement strategy.

The Diversity and Inclusion Team will be consulted and engaged in the development of staff awareness raising activities.

4.2 Community Consultation:

Extensive community consultation was undertaken to develop the Council Plan and RAP. Council leadership in the reconciliation space and support of self-determination were seen as critical to the local Aboriginal and Torres Strait Islander community.

Council's Reconciliation Advisory Group, made up of local organisations and Aboriginal and Torres Strait Islander community members will provide critical advice and support to Kingston in any efforts to build community awareness about the referendum.

5. Compliance Checklist

5.1 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

Supporting the Uluru Statement through public endorsement and community awareness raising activities demonstrates understanding and respect to Aboriginal and Torres Strait Islander people. The proposed activities will underpin Council's work to advance reconciliation as committed to in the Reconciliation Action Plan.

5.2 Governance Principles Alignment

Principle (a) - Council actions are to be made and actions taken in accordance with the relevant law

Principle (b) - priority is to be given to achieving the best outcomes for the municipal community, including future generations.

Principle (c) - the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

Principle (d) - the municipal community is to be engaged in strategic planning and strategic decision making.

Principle (e) - innovation and continuous improvement is to be pursued.

Principle (f) - collaboration with other Councils and Governments and statutory bodies is to be sought.

Principle (g) - the ongoing financial viability of the Council is to be ensured.

Principle (h) - regional, state and national plans and policies are to be taken into account in strategic planning and decision making.

Principle (i) - the transparency of Council decisions, actions and information is to be ensured.

Council support of the Uluru Statement from the Heart aligns with all Governance principles.

5.3 Financial Considerations


The proposed recommendations can be implemented within existing resources with activities to be coordinated by the Inclusive Communities Department.


5.4 Risk considerations

Council's failure to publicly support the Uluru Statement may disappoint Traditional Owners and the local Aboriginal and Torres Strait Islander community and impede our efforts to advance reconciliation via implementation of the Reconciliation Action Plan.

Appendices

Appendix 1 - Uluru Statement from the Heart (Ref 22/363031)  [Download](#)

Appendix 2 - Mayors for the Voice to Parliament public statement (Ref 22/363198)  [Download](#)

Appendix 3 - Invitation to join Mayor's Voice to Parliament Public Statement (Ref 23/13995)  [Download](#)

Author/s:	Susan Quach, Coordinator Community Development
Reviewed and Approved By:	Kate Waters, Manager Inclusive Communities Sally Jones, General Manager Community Strengthening

9.1

ULURU STATEMENT FROM THE HEART

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ULURU STATEMENT FROM THE HEART

We, gathered at the 2017 National Constitutional Convention, coming from all points of the southern sky, make this statement from the heart:

Our Aboriginal and Torres Strait Islander tribes were the first sovereign Nations of the Australian continent and its adjacent islands, and possessed it under our own laws and customs. This our ancestors did, according to the reckoning of our culture, from the Creation, according to the common law from 'time immemorial', and according to science more than 60,000 years ago.

This sovereignty is *a spiritual notion: the ancestral tie between the land, or 'mother nature', and the Aboriginal and Torres Strait Islander peoples who were born therefrom, remain attached thereto, and must one day return thither to be united with our ancestors. This link is the basis of the ownership of the soil, or better, of sovereignty.* It has never been ceded or extinguished, and co-exists with the sovereignty of the Crown.

How could it be otherwise? That peoples possessed a land for sixty millennia and this sacred link disappears from world history in merely the last two hundred years?

With substantive constitutional change and structural reform, we believe this ancient sovereignty can shine through as a fuller expression of Australia's nationhood.

Proportionally, we are the most incarcerated people on the planet. We are not an innately criminal people. Our children are alienated from their families at unprecedented rates. This cannot be because we have no love for them. And our youth languish in detention in obscene numbers. They should be our hope for the future.

These dimensions of our crisis tell plainly the structural nature of our problem. This is *the torment of our powerlessness.*

We seek constitutional reforms to empower our people and take *a rightful place* in our own country. When we have power over our destiny our children will flourish. They will walk in two worlds and their culture will be a gift to their country.

We call for the establishment of a First Nations Voice enshrined in the Constitution.

Makarrata is the culmination of our agenda: *the coming together after a struggle.* It captures our aspirations for a fair and truthful relationship with the people of Australia and a better future for our children based on justice and self-determination.

We seek a Makarrata Commission to supervise a process of agreement-making between governments and First Nations and truth-telling about our history.

In 1967 we were counted, in 2017 we seek to be heard. We leave base camp and start our trek across this vast country. We invite you to walk with us in a movement of the Australian people for a better future.

Mayors for the Voice to Parliament Public Statement

We the undersigned endorse the Uluru Statement from the Heart and support constitutional recognition for Aboriginal and Torres Strait Islander people through a Voice to Parliament.

As local leaders we are committed to building awareness in our communities about the upcoming referendum.

Our citizens should be informed about what constitutional recognition through a Voice to Parliament will mean for Indigenous people and Australian society as a whole.

Local government must play an important role in holding civic forums, promoting dialogue, and providing a platform for Indigenous voices to be heard in the debate.

We believe that a successful referendum can be a unifying achievement for Australia.

We are ready to work with all levels of government to educate and inform our communities about why this referendum is such an important moment for our nation.

From: Mayor, Darcy Byrne <darcy.byrne@innerwest.nsw.gov.au>
Sent: Thursday, 24 November 2022 2:25 PM
To: Undisclosed recipients:
Subject: Invitation to join Mayor's Voice to Parliament public statement
Attachments: Mayors for the Voice to Parliament public statementv2.pdf

To the Mayor,

I am writing to invite you to put your name to a joint Statement of Mayors from across Australia in support of the Uluru Statement from the Heart and the upcoming referendum on whether to constitutionally recognise Aboriginal and Torres Strait Islander people through a Voice to Parliament.

The Statement from *Mayors for the Voice to Parliament* is attached to this email.

With the referendum only months away it is crucial that local governments take a leadership role in helping to educate and inform our communities about the importance of the Uluru Statement and what the Voice to Parliament will mean for Australia.

This joint Statement can help to build awareness about the referendum from the grassroots up.

Please read the Statement and if you are willing to endorse this message please follow the link here to register your name as a supporter
www.innerwest.nsw.gov.au/MayorsForTheVoice

Yours sincerely,

Darcy Byrne
Mayor of the Inner West

P.S - Recently the Inner West Council in Sydney has commenced a civic education program to help inform our local citizens about the Uluru Statement and the referendum.

If you would like information or assistance in developing a similar program for your community please reply to indicate your interest and we will send you through the relevant information

Mayor, Darcy Byrne

Balmain Ward - Baludarri (Leather Jacket)

e darcy.byrne@innerwest.nsw.gov.au



Council acknowledges the Traditional Custodians of these lands, the Gadigal-Wangal people of the Eora Nation.

An orange rectangular banner with white text and geometric patterns. The text reads "Moving? Decluttering? Book a free Council Clean-up". To the right of the text are white geometric shapes, including a square, a rectangle, and a semi-circle.

Moving? Decluttering?
Book a free Council Clean-up

Ordinary Council Meeting

30 January 2023

Agenda Item No: 9.2

KINGSTON WOMEN OF THE YEAR AWARDS 2023 NOMINATIONS AND SELECTION OF WINNERS

Contact Officer: Nishtha Goel, Community Projects Officer

Purpose of Report

The purpose of this report is to provide the details of eligible nominations received for the Kingston Women of the Year Awards 2023 and confirm the overall winner and four category winners for each nomination category (Courageous Commitment, Excelling in Arts and Sport, Inspiring Innovation and Success in STEM).

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. Confirm the 2023 winners of the Kingston Women of the Year Awards, for the overall Kingston Woman of the Year 2023 and four category winners for each nomination category (Courageous Commitment, Excelling in Arts and Sport, Inspiring Innovation and Success in STEM) as presented in Confidential Appendix 2 Voting Outcomes – Winners; and
2. Determine, pursuant to Section 125 of the Local Government Act 2020, that the identities of all award winners remain confidential until 8 March 2023, except for the notification of the overall award winner by the Mayor prior to 8 March 2023.

1. Executive Summary

The Kingston Women of the Year Awards celebrate and promote the outstanding contributions of women in the community. It recognises their achievements that positively influence the changing social, environmental or business landscape as leaders (or emerging leaders) in their field.

A public call for nominations was made from 1 September 2022 to 31 October 2022. There was a strong response from the community with a total of 39 eligible nominations.

A summary of the Kingston Women of the Year Awards 2023 nominations is presented in Confidential Appendix 1 Kingston Women of the Year 2023 Nomination Summary.

Councillors were invited to consider all nominations in accordance with the selection criteria and select the overall winner for Kingston Woman of the Year 2023 and four category winners reflecting each of the nomination categories (Courageous Commitment, Excelling in Arts and Sport, Inspiring Innovation and Success in STEM).

Councillors voted for their preferred winners between 6 to 13 December 2022. The voting outcomes are presented in Confidential Appendix 2 Voting Outcomes – Winners.

The award winners for the fifth annual Kingston Women of the Year Awards will be officially announced and presented at Council's International Women's Day event on 8 March 2023.

2. Background

International Women's Day (IWD) is celebrated annually on 8 March in recognition of women's rights, achievements and advancement in political, economic and social spheres. Celebrating women's contributions in varied domains provides a positive way to challenge gender stereotypes, promote women's leadership and independence, and advocate for gender equality.

As part of Council's long standing commitment to preventing violence against women and gender equality, Council endorsed the implementation of the Kingston Women of the Year Award in 2018. Since the inaugural Award, the program has continuously developed and improved which has resulted in an increase in nominations, an equitable and transparent process and a strong governance framework.

The Kingston Women of the Year Awards 2023 include:

- A Kingston Woman of the Year winner
- Four category winners:
 - Courageous Commitment
 - Excelling in Arts and Sport
 - Inspiring Innovation
 - Success in STEM

3. Discussion

3.1 Nominations 2023

Eligible individuals are women or individuals who identify as female, aged 16 years and above who live, work or study within the City of Kingston. Women were nominated based on their outstanding contribution to the community (within Kingston or outside), and whose achievements positively influence the changing social, environmental or business landscape as leaders (or emerging leaders) in their field.

The following four categories were used to encourage diversity of nominations:

- **Courageous Commitment** – for women who are dedicated to making a difference to the health, wellbeing, safety and/or sustainability of our community through advocacy, campaigning, fundraising, community work and/or thought-leadership.
- **Excelling in Arts and Sport** – for women using their sporting and/or creative talents to represent, motivate and inspire our community.
- **Inspiring Innovation** – for women who are leaders in business, economics, politics and/or an entrepreneur.
- **Success in STEM** – for women who are excelling in science, technology, engineering, and mathematics.

There was a strong response from the community with a total of 39 eligible nominees being nominated. 38 out of 39 nominees were new nominations this year with one nominee having been nominated in previous Kingston Women of the Year Awards.

3.2 Selection criteria

In choosing the recipients of the Kingston Women of the Year Awards, nominees are assessed according to the following selection criteria:

- Significance and impact of contributions made
- Demonstrated level of commitment to the betterment of the community
- Degree of difficulty of the achievement and sacrifices made
- Nature and length of activity or service
- Future goals and likely impact on the community
- Previous awards and recognition received
- Demonstrated excellence in their field
- Personal attributes of the nominee such as being an inspirational/positive role model for their peers, overcoming adversity, showing vision, leadership, innovation and creativity
- Personal, academic and professional achievements
- Whether the nominee's contribution was in the course of employment, voluntary or both

3.3 Independent Checks

Independent Referee Check

All nominations were required to be supported by one independent referee. Council officers contacted the referees to seek a letter of support. All 39 nominees of the Kingston Women of the Year Awards 2023 received a positive letter of support from their referees.

Working with Children Check

Working with Children Checks (post selection) will apply to all nominees of the Kingston Women of the Year Awards if undertaking activities on behalf of Kingston that involves working with children, as per the Worker Screening Act 2020 and Victorian Child Safe Standards

3.4 Confirming winners

To facilitate the confirmation of the Kingston Women of the Year Awards 2023 winners, Councillors were provided with the:

- Nominations summary, as presented in Confidential Appendix 1 Kingston Women of the Year 2023 Nomination Summary
- Selection criteria (as outlined above)
- A confidential online voting poll to record their preferred winners for the overall Woman of the Year and four category winners.

Upon closure of the online voting poll on 13 December 2022, Council officers collated the recorded voting preferences of Councillors to identify the overall Woman of the Year and four category winners.

The confirmed award winners are presented in Confidential Appendix 2 Voting Outcomes – Winners.

The identity of the winners will remain confidential until the IWD event on 8 March 2023, with the expectation of the overall winner/s who will be notified prior to the IWD.

3.5 Post Event Promotion of Nominees

The Kingston Women of the Year Awards aims to promote the consistent message of celebrating women as leaders in our community through continued recognition of nominees extending beyond the IWD event. Officers have built and continue to build partnerships internally and with local community organisations to promote the work of the nominees. This also helps the nominees connect with the wider community and use their skills and experience for community benefit. Examples include:

- Central Bayside Community Health Services (CBCHS) and local secondary colleges provide regular opportunities to our nominees to be featured in their newsletters and social media.
- Previous nominees are invited to be part of Council's advisory committees.
- The winner of the 2022 STEM category is now a skilled volunteer with City of Kingston.
- The Women of the Year Award 2022 winners were the cover stars of 7,000 printed Seniors' Festival Booklets.
- Council's IWD event uses the skill sets of previous nominees in various roles such as host, panel speakers, musicians etc.
- The IWD event and Women of the Year Awards provide a platform for nominees to learn from each other and increase their networks. Some of the previous nominees have connected with each other and are working together.

4. Consultation

4.1 Internal Consultation:

Relevant staff from different teams across the Council were engaged to assist in promoting and encouraging the Women of the Year Awards nominations.

4.2 Community Consultation:

A range of engagement and communications methods have been implemented to promote and encourage nominations for the Kingston Women of the Year Awards.

Group	Method
	<ul style="list-style-type: none">• My Community Life (MCL) newsletter:
	<ul style="list-style-type: none">• Media release, local media, social media, sponsored paid advertising, newsletters, billboards and digital screens and at the Kingston's Spring Fair and Wellbeing and Mental Health Expo held at the Derrimut Weelam Gathering Place
	<ul style="list-style-type: none">• Kingston Business Newsletter and Kingston Business Facebook Page

**City of Kingston
Ordinary Council Meeting**

Agenda

30 January 2023

Seniors	<ul style="list-style-type: none">• Seniors' Festival Booklet, Your Voice Newsletter
Sports Groups	<ul style="list-style-type: none">• Kingston's Sports Club Forum, Sport and Recreation newsletter, promotion via the Active Kingston Advisory Committee, CBCHS 'Women in Local Sport' Facebook Page
Faith Groups	<ul style="list-style-type: none">• Interfaith newsletter and meeting
People with disability	<ul style="list-style-type: none">• Promotion via the Access and Equity Advisory Committee
First Nations Groups	<ul style="list-style-type: none">• Promotion via the Derrimut Weelam Gathering Place
	<ul style="list-style-type: none">• Kingston Youth Services Facebook page in November and promotional material sent to Partnerships and Pathways Coordinator at Bayside Glen Eira Kingston Local Learning and Employment Network to share with their networks.

4.3 Results/Findings:

A total of 39 nominations were received as a result of various channels of promotion. One nominee withdrew her nomination, as presented in Confidential Appendix 3 Nomination Withdrawal.

5. Compliance Checklist

5.1 Council Plan Alignment

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

The Kingston Women of the Year Awards celebrates women's contributions in our community to challenge gender stereotypes and advocate for gender equality. **5.2**

Governance Principles Alignment

Principle (b) - priority is to be given to achieving the best outcomes for the municipal community, including future generations.

The Kingston Women of the Year Awards aim to celebrate and promote the outstanding contributions of women in our community. Celebrating the outstanding contribution of women in diverse fields promotes gender equality, recognises women in positions of leadership, supports inclusion, health, cohesion and connectedness amongst the community. It provides a platform to celebrate and support the work that these women do and inspires and motivates other members of the community.

The IWD annual event involves participation of students from local high schools to promote young women and inspire them to be involved in their community in the future.

5.3 Financial Considerations

Budget & staff resources

The Kingston Women of the Year Awards is delivered within existing budget and staffing resources.

5.4 Disclosure of Council officers' involvement

There are five Council Officers involved in various capacities in Kingston Women of the Year awards nominations:

- Three Council officers are Nominators
- One Council officer is a Referee
- One Council officer is a Nominee however they are nominated for their work outside of Council.

Full names of the above Council officers are noted in Confidential Appendix 4 Disclosure of Council officers' involvement. There are no conflicts related to their involvement in the nominations.

5.5 Risk considerations

None arising directly from this report.

Appendices

Appendix 1 - Appendix 1 CONFIDENTIAL Kingston Women of the Year Awards 2023- Nomination Summary (Ref 22/314634) - Confidential

Appendix 2 - Appendix 2 CONFIDENTIAL Voting Outcome - Winners (Ref 22/358428) - Confidential

Appendix 3 - Appendix 3 CONFIDENTIAL Nomination Withdrawal (Ref 22/358426) - Confidential

Appendix 4 - Appendix 4 CONFIDENTIAL Disclosure of Council officers involvement (Ref 22/314666) - Confidential

Author/s:	Nishtha Goel, Community Projects Officer
Reviewed and Approved By:	Gillian Turnbull, Coordinator Community Wellbeing
	Kate Waters, Manager Inclusive Communities
	Sally Jones, General Manager Community Strengthening

Ordinary Council Meeting

30 January 2023

Agenda Item No: 9.3

ADOPTION OF THE 2023-2026 KINGSTON YOUTH STRATEGY

Contact Officer: Zorica Djuric, Youth Participation and Development Officer
Tanya Marques, Team Leader Youth Services

Purpose of Report

The purpose of this report is to seek final adoption by Council of the 2023-2026 Kingston Youth Strategy.

The 2023-2026 Kingston Youth Strategy provides Council with a youth participation framework and strategic priorities for the delivery of youth services, in particular Council's key directions for young people being supported, acknowledged, connected and prepared.

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 2023-2026 Kingston Youth Strategy.

1. Executive Summary

The 2023-2026 Kingston Youth Strategy has been finalised following community consultation and feedback and is now being presented to Council to support adoption of the Strategy.

The development of the Strategy was based on extensive research and community consultation, which has informed the Strategy's themes, priority areas, key directions and action and evaluation plan.

The Strategy outlines how Kingston City Council will support, empower, and advocate for young people aged 12 to 25 years. It guides the design and delivery of youth services provided by Council and informs youth services delivered by government and not-for-profit organisations.

2. Background

The new four-year Strategy is informed by consultation with 947 young people, parents and carers, service providers and educators. Officers conducted a thorough data analysis and literature review including current policy context and research. A deliberative consultation with Council's Youth Advisory Committees was also conducted prior to finalising the draft Strategy.

The draft Strategy and Action & Evaluation Plan was presented to Council in October 2022. Council endorsed the Strategy to proceed to community consultation. Council was to receive a further report to consider adoption.

Officers are now seeking endorsement of the 2023-2026 Kingston Youth Strategy. Please refer to *Attachment 1: 2023-2026 Kingston Youth Strategy*.

3. Discussion

3.1 Presentation of Strategy for endorsement

This report presents the final outcome of the public consultation process prior to seeking endorsement by Council. No further changes were implemented or required following public consultation for the 2023-2026 Kingston Youth Strategy.

3.2 Progress to date

Kingston Youth Services is currently tracking 74 high-level key actions that are expected to be delivered in the first year of the new Youth Strategy. For further details please refer to *Attachment 2: 2023 Action and Evaluation Plan – Youth Strategy*. Council will receive a more detailed outcomes report at the end of the 2022-23 financial year.

4. Consultation

4.1 Internal Consultation:

Consultation took place with Council's Inclusive Communities Department to ensure greater alignment with the *Public Health and Wellbeing Plan 2021-2025*. Key actions have been identified where Youth Services will either take a lead, assist or provide further information and advice.

A further analysis of anecdotal feedback received from surveys submitted for the development of the Strategy will be undertaken to assist other Council Departments with service planning.

4.2 Community Consultation:

Group	Method
Key Stakeholders <i>Young people</i> <i>Parents / carers</i> <i>Educators and Service Providers</i>	As part of the draft Strategy development key stakeholders were provided with an opportunity to opt in to receive further information. Key stakeholders were emailed directly and advised of the opportunity to provide feedback on the draft Strategy and Action and Evaluation Plan. <ul style="list-style-type: none">- 9 school lunch time engagement sessions delivered during public consultation phase informing young people- 23 educators and organisations opting in to receive further information regarding the development of the Kingston Youth Strategy- 12 parents/carers opting in to receive further information regarding the development of the Kingston Youth Strategy
Young people General community	<u>Online:</u> <ul style="list-style-type: none">- Your Kingston Your Say

	<ul style="list-style-type: none"> - Social Media – both Kingston Youth Services platforms and Kingston Council platforms <p>Your Kingston Your Say key statistics:</p> <ul style="list-style-type: none"> - 93 total visits with 34 informed participants (downloaded documentation) and 4 engaged participants <p>Kingston Youth Services social media platform key statistics:</p> <ul style="list-style-type: none"> - 6,481 reached 58.6% women and 38.8% men 92.6% 13-17 years 6.7% 18-24 years - 85 profile engagement activities
Advisory Committees	<p>Youth Advisory Committee (12-17 years)</p> <p>Youth Advisory Committee (18-25 years)</p> <ul style="list-style-type: none"> - 22 participants
Targeted groups	<p>Key contacts at Westall Secondary College and Derrimut Weelam Gathering Place were utilised to ensure planning and program development met the needs of multicultural youth and Aboriginal and Torres Strait Islander people.</p>

4.3 Results/Findings:

The Youth Strategy and Action and Evaluation Plan was open for public comment for a period of four weeks over October and November and community feedback was sought via Council's "Your Kingston Your Say".

Council received four submissions. The feedback indicated support for the Strategy's key themes, priority areas, services and activities. Beyond this, there was no specific feedback submitted for consideration.

As 947 young people, parents, carers, service providers and educators were engaged in the development of the draft Youth Strategy, the low response to requests for public comment is considered to reflect a high level of support for the document.

5. Compliance Checklist

5.1 Council Plan Alignment

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

Strategy: Prioritise our community's mental wellbeing

The Youth Strategy links directly to Council's strategic objective 4.1, in particular strategic indicator 48 measuring satisfaction with Kingston's youth services support and counselling.

5.2 Governance Principles Alignment

Principle (b) - priority is to be given to achieving the best outcomes for the municipal community, including future generations.

The development of the Youth Strategy provides an opportunity for Council to publicly demonstrate its support for young people and the services and programs available to young people and the wider community.

5.3 Financial Considerations

Budget

The Youth Strategy actions will be implemented within current budget allocations. In addition to Council funds, grant funding has been secured from the Minister for Multicultural Affairs, Youth and Equality through the Department of Families, Fairness and Housing to support the implementation of the Strategy as follows:

1. \$105,000 received through the FReeZA 2022-2024 program. FReeZA and Kingston Youth Services have received its first funding boost in over a decade. The FReeZA program supports the youth participation model where young people lead the planning, development and delivery of music, cultural and recreational events in their local community.
2. \$135,000 through Engage! 2022-2024. Engage! was highly competitive and our organisation's application demonstrated strong alignment with program objectives to meet the needs of young Victorians and provide them opportunities to engage and contribute within the Kingston community. Engage! is designed to offer young people 12-25 years opportunities to enhance skill development, mentoring, training and participate in a range of youth-led activities.

Further external funding opportunities will be pursued to strengthen service delivery where appropriate.

Staff Resources


The services, programs and activities identified in the Strategy will be delivered within Kingston Youth Services existing staff resources.

5.4 Risk considerations

The Youth Strategy and Action and Evaluation Plan have taken into consideration changes in the legislative and regulatory context for youth service provision, in particular newly revised Child Safe Standards in Victoria and the implementation of the Gender Impact Assessment framework when implementing new programs and services.

Appendices

Appendix 1 - 2023-2026 Kingston Youth Strategy - Final Version (PDF version) - 2023.01.24 (Ref 23/20267)  [Download](#)

Appendix 2 - 2023 Action and Evaluation Plan - Final Version - Youth Strategy (PDF Version) - 2023.01.24 (Ref 23/20289)  [Download](#)

Author/s:	Zorica Djuric, Youth Participation and Development Officer Tanya Marques, Team Leader Youth Services
Reviewed and Approved By:	Mark Patterson, Manager Family Youth & Childrens Services Sally Jones, General Manager Community Strengthening

9.3

ADOPTION OF THE 2023-2026 KINGSTON YOUTH STRATEGY

1	2023-2026 Kingston Youth Strategy - Final Version (PDF version) - 2023.01.24	217
2	2023 Action and Evaluation Plan - Final Version - Youth Strategy (PDF Version) - 2023.01.24	245

2023-2026 Kingston Youth Strategy

Supported | Acknowledged | Connected | Prepared

Final January 2023

HPE Ref: 23/20270 (word version), 23/20267 (PDF version)

community inspired leadership





Aboriginal Acknowledgement

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, songlines, 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.

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Mayor's Foreword

It is with great pleasure that I present our new Youth Strategy for 2023-2026. This document is a strategic plan for the City of Kingston to support, empower and advocate on behalf of young people aged 12 to 25 years in Kingston.

This Strategy was developed with young people and for young people because

- the process empowers young people to actively shape the future of their City;
- young people possess unique ideas and lived experiences that may differ greatly to adults; and
- youth participation creates important partnerships between Council and young people where we better understand and learn from each other

From the many youth voices who shared their ideas and opinions during the surveying and consultation program, common themes emerged. These themes were reinforced in the views shared by parents/carers and representatives of our schools and youth services organisations.

The four priority areas are:

1. Supported
2. Acknowledged
3. Connected
4. Prepared

This Strategy shows Council's commitment to support our young people to achieve their goals and aspirations. It prioritises programs, services and initiatives that support youth mental health, resilience, empowerment, and voice.

I would like to thank the 830 young people, 49 parents/carers, and 68 education and youth services providers who contributed their thoughts, concerns and ideas that have informed the development of this Strategy. Thanks also to Council's Youth Advisory Committees members who reviewed the community feedback, deliberated priorities, and assisted with the development of this Strategy.

Cr Hadi Saab
Mayor
2023

Our mission, commitment and approach to youth participation

Our Mission

"Here for young people"

Our commitment to young people

Kingston Youth Services is committed to ensuring when we deliver our services and programs that we:

- Provide support where needed;
- Create meaningful opportunities for participation;
- Foster independence and prepare young people for their future; and
- Acknowledge that young people come with their own aspirations.

Our approach to genuine youth participation

Council's Youth Participation Framework (*Appendix 1*) outlines the commitment of Kingston Youth Services to the practice and principles of genuine youth participation. Youth participation has been articulated as a right in the United Nations Rights of the Child (*Source: Articles 12 to 14*) and identified as empowering to young people under Child Safe Standard 3 (*Source: Commission for children and young people*)

"Embedding the voices of children and young people in council planning yields many benefits for council. By empowering children and young people to contribute their experiences and ideas in meaningful ways, councils gain unique perspectives and benefit from new ideas coming directly from people who use council services and facilities" (*Source: VicHealth Local Government Partnership*)

Kingston Youth Services supports young people's right to be involved in decisions that affect them. We feel young people have the right to represent their own interests in decision making. This includes individual care planning and goal setting, program design and evaluation and strategic planning. Youth participation benefits both young people and our organisation.

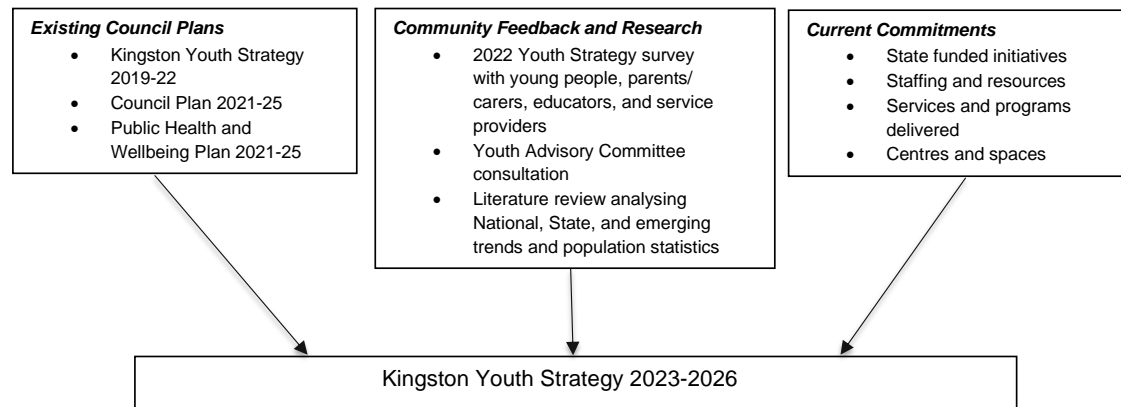
For further information about our approach please see Appendix 1.

Overview of key inputs for this Strategy

Inputs and Priorities

When determining priorities for the 2023-2026 Youth Strategy, several inputs were considered as shown below. This approach aimed to ensure the Strategy would align with existing organisational plans and current research, honour existing commitments, and encourage community ownership. *For more details, see Appendix 2: Background Information*

Diagram 1: Key Inputs



Subsequently, four priority areas were identified:

1. Supported
2. Acknowledged
3. Connected
4. Prepared

Priority areas discussed in further details commencing at page 8.

Some statistics about young people in Kingston

Key Statistics

- **Many of Kingston's 159,567 residents are young people.** In 2021, **22,533** (and over 14% of) residents are young people aged 12 to 24 years (<https://profile.id.com.au/kingston/service-age-groups>).
- **27,137 households in Kingston have children.** In 2021, 33% of households comprise couples with children and around 11% are one parent families. (<https://profile.id.com.au/kingston/households>).
- **70% of young people reported** mental health is an important issue impacting young people (2022 Kingston Youth Strategy Survey).
- **37% of young people identified** physical health is an important issue impacting young people (2022 Kingston Youth Strategy Survey).
- **34% of young people said** body image is an important issue impacting young people (2022 Kingston Youth Strategy Survey).
- **33% of young people reported** bullying is an important issue impacting young people (2022 Kingston Youth Strategy Survey).
- **26% of young people reported** they are responsible for caring for other people (2022 Kingston Youth Strategy Survey).
- **Top 5 issues for young people recognised by parents and carers:** mental health, body image, coping with stress, physical health, and lack of positive self-esteem and confidence (2022 Kingston Youth Strategy Survey).
- **Top 5 issues for young people recognised by Education and service providers:** mental health, relationships (parents, family, friends), physical health, family violence, lack of positive self-esteem and confidence (2022 Kingston Youth Strategy Survey).

Priorities, key directions and actions

Our plan

These priorities and underpinning key directions aim to address the challenges facing our young people. To achieve these objectives, we will review and refine our existing commitment to services, programs, spaces and activities. We will also partner with education providers, youth support agencies, community organisations, parents and carers to enhance greater outcomes for young people.

A supporting Action Plan will set out the annual program of youth programs, services, initiatives and activities to track our progress against each key direction. Outcomes will be reported at the end of each financial year.

The following information is presented for each of the four priorities:

- high level description
- snapshot of what young people, parents and carers, educators and youth services organisations have said
- key points from research around Australia
- key directions and actions for Kingston Youth Services

Four Priority Areas

1. Supported
2. Acknowledged
3. Connected
4. Prepared

PRIORITY 1:

Kingston's young people are supported

Feeling supported is integral to good physical and mental health, youth resilience and a quality life. It is important that young people feel supported and can access resources in a way, and at a time, that works for them. Wellbeing and resilience are drawn from positive experiences and qualities that assist young people to becoming caring, responsible, and productive adults. We want to support young people, so they feel confident and equipped to face the challenges that come their way. We want to create an environment where young people, parents and carers can readily access quality mental health support and resources, as well as reputable youth services and information when needed.

What our young people told us

Findings from the 2022 Youth Strategy Survey for young people aged 12-25 years showed that young people could strengthen their health and wellbeing in several areas:

- **70%** reported mental health is an important issue
- **37%** reported physical health is an important issue
- **34%** reported body image is an important issue
- **24%** reported lack of positive self-esteem and confidence is an important issue
- **23%** reported coping with stress is an important issue

In the consultation for this Strategy we heard

- *"Lots of people I know experience anxiety"* – **Young person aged 12**
- *"A lot of people suffer with mental health and don't get the help they need"* - **Young person aged 17**
- *"Myself and several people I know struggle with mental health and support can be hard to access"* - **Young person aged 18**
- *"Confidence and self-esteem are key to addressing so many other issues"* - **Educator/Service Provider**
- *"Physical health links to your overall health and wellbeing. It builds positive attitudes, healthy habits and builds resilience both physically and mentally"* - **Educator/Service Provider**
- *"Mental health services for the youth are critical for the individual and the community"* - **Parent/Carer**

What the research says

Research from around Australia highlights the importance of good youth mental health and resilience as well as health challenges and impacts relating to COVID-19 restrictions:

- The National vision is to support young people to navigate life's challenges and be engaged and active citizens who productively contribute to society. Young Australians have been among the hardest hit by the COVID-19 pandemic, with significant disruptions to their education, major life events, family, and social interactions. A priority area identified in the youth consultation is health and wellbeing (*Department of Health and Aged Care, 2021*)
- The VicHealth vision is a place where no young person is denied a future that is healthy. Victoria will have vibrant communities where young people and children are connected, active, enjoy nutritious food and feel great (*VicHealth, 2022*)

- Rates of mental ill-health can be high or very high for LGBTQA+ young people when compared with the general population, particularly in the areas of psychological distress and suicidal ideation for young people aged 16 to 17 years (*Hill et al., 2021*)
- Coronavirus restrictions impacted the health and wellbeing of young people aged 15 to 29 years. Psychological distress was prevalent, 29% experienced severe or extremely severe symptoms of depression, 27% of anxiety, and 18% of stress (*VicHealth, 2020*)
- A heavy burden of youth mental health is falling onto schools. Schools must have adequate wellbeing staff, but better local service provision is also needed, from prevention to tertiary intervention (*Youth Affairs Council Victoria, 2018*)

Key directions and actions for Kingston Youth Services

Key directions	Actions
1.1 Young people are supported when facing a set-back	<ul style="list-style-type: none"> • Providing more targeted resources and information nights: Providing further information and support to raise the awareness for parents, carers and educators about current issues affecting young people in Kingston. • Continue to provide a free counselling and youth work support service: Providing access to short-term youth work support and access to medium/long-term counselling at no cost to young people.
1.2 Partnering with organisations and sporting clubs to enhance wellbeing opportunities for young people.	<ul style="list-style-type: none"> • Creating new pathways to accessing support: Leveraging existing and new partnership opportunities to strengthen young people's access to support and advice. • Providing further opportunities to support sporting and recreational clubs: Providing access to information talks and programs to meet the needs of young people.
1.3 Young people have access to mental health support and resources in times that are challenging or stressful	<ul style="list-style-type: none"> • Increasing understanding and awareness of mental health: Strengthening partnerships with schools, community agencies and sporting clubs to raise awareness of mental health, stress, anxiety and body image issues and reduce the stigma around seeking support. • Provide regular drop-in sessions at Platform 81: Providing a regular point of contact for young people seeking information and services.
1.4 Young people and their families have easy access to youth-related information and resources	<ul style="list-style-type: none"> • Using social media to encourage positive choices: Regularly providing information to young people about emerging health and wellbeing issues. • Strengthening our online and social media presence: Increasing and improving Youth Services' online and social media presence (i.e., Facebook, Instagram and emerging platforms). Establishing a profile for young people and adults supporting young people to locate credible youth-related facts, tips and resources. • Enhancing and expanding the Kingston Youth Services website: Reviewing and improving the capacity and user-friendliness of the Kingston Youth Services website, ensuring mental health resources and information is current and relevant.

PRIORITY 2:

Kingston's young people are acknowledged

Young people in Kingston are “*creative, resilient, adaptable, enthusiastic, and kind*”. These are the themes that emerged from educators and service providers when asked what is great about young people. Many young people have a social conscience, are positive, inclusive, and accepting. We want to create an environment where young people feel welcome and their individuality and contributions are acknowledged, valued, and celebrated.

What our young people told us

Findings from the 2022 Youth Strategy Survey for young people aged 12 to 25 years showed some young people are participating, but this could be increased:

- **24%** reported discrimination (racism, sexism, homophobia, transphobia, ableism) is an important issue
- **8%** reported disability/inclusion is an important issue
- **6%** reported access to recreational activities is an important issue

In the consultation for this Strategy we heard

- “*Discrimination affects a lot of people negatively and I believe we should put more effort to make people feel included*” - **Young person aged 16**
- “*We should be celebrating difference and the unique people in our community; we need different voices and perspectives to create a better society*” - **Young person aged 23**
- “*Recreational activities are important to the community and can make the community more vibrant. It's good to get out of the house and be part of the community*” - **Young person aged 22**
- “*Young people who are marginalized do not feel safe at schools and our community. We need more programs to teach young people about diversity. Most of the young people I work with experience some forms of discrimination or bullying. This contributes to poor mental health*” - **Educator/Service Provider**
- “*Disability support and inclusion can help community*” **Educator/Service Provider**

What the research says

Research from around Australia highlights the importance of inclusion and young people being accepted, valued, recognised, acknowledged, and celebrated.

- A priority area identified in the youth consultation for the National Youth Policy Framework is youth empowerment and engagement (*Department of Health and Aged Care, 2021*)
- 63% of LGBTIQ+ survey respondents had accessed an in-person professional counselling or support service, 21% had accessed a professional text or webchat support service, and 13% had accessed a professional telephone support service in their lifetime. Overall, 63% of participants who accessed an LGBTIQ+-specific service reported that it had made the situation ‘better/ much better’ (*Hill et al., 2021*)
- Victorian Youth Week is a week-long celebration of young people aged 12 to 25 years that takes place annually. The week provides young people with an opportunity to express their ideas and views, and act on issues that affect their lives. It also celebrates the positive contributions that young people make to their communities (*Youth Central, 2022*)

- Children and young people are active members of communities and experts in their own lives. All children and young people should have a voice in identifying problems and finding solutions that impact their health and wellbeing. By empowering children and young people to contribute their experiences and ideas in meaningful ways, Councils gain unique perspectives and new ideas directly from people who use services and facilities and ultimately more efficient, democratic decision-making (*VicHealth, 2021*)

Key directions and actions for Kingston Youth Services

Key directions	Actions
2.1 Young people feel welcome and accepted	<ul style="list-style-type: none"> • Encouraging inclusion: Providing youth events and programs that meet the needs of our diverse community. Encouraging young people to participate in planning and delivery of activities and events. • Providing places and spaces to socialise and build social connections: Exploring new ways that young people can socialise, participate in hobbies/activities and be comfortable with their uniqueness and diversity. • Ensuring youth friendly service provision: Working with young people to ensure Kingston Youth Services continues to be welcoming and easy to reach.
2.2 The efforts and contributions of young people are recognised and rewarded	<ul style="list-style-type: none"> • Celebrating young people's talents, achievements and contributions: Delivering a series of events which celebrates the talents, achievements and contributions of young people in our local community. • Showcasing positive stories about young people through media channels: Using new and current media channels to regularly share a variety of stories about the efforts and journeys of young people. • Facilitating youth leadership and consultation: Ensure that young people have a genuine voice and contribution when participating in Kingston Youth Services leadership programs and consultation processes.
2.3 Young people are valued and acknowledged in their community	<ul style="list-style-type: none"> • Promoting the achievements and impact of young people: Highlighting the valuable impact of young people's contributions across programs and services.

PRIORITY 3:

Kingston's young people are connected

Being connected and having a sense of belonging is important to overall resilience, mental health, and wellbeing. Young people benefit from having positive experiences with their family, at school, within the community and online. Young people told us they want to feel empowered. They want to feel safe and supported to get involved. We want to create an environment where young people feel safe, engaged and heard.

What our young people told us

Findings from the 2022 Youth Strategy Survey for young people aged 12 to 25 years showed some young people are feeling connected, safe, and involved, although this could be increased:

- **33%** reported bullying is an important issue
- **27%** reported relationships (parents, family, friends) is an important issue
- **15%** reported environment and climate change is an important issue
- **10%** reported personal safety in public spaces is an important issue
- **9%** reported loneliness and social connection is an important issue
- **5%** reported online technologies (social media) is an important issue
- **3%** reported identity and connection to culture is an important issue

In the consultation for this Strategy we heard

- *"Bullying is not okay, and I experience it and I don't want people to go through it"* - **Young person aged 12**
- *"I like having trust and relationships with family"* - **Young person aged 14**
- *"If young people don't have a safe home life they can't be expected to concentrate at events like school"* - **Educator/Service Provider**
- *"Loneliness has been a huge issue during COVID. Helping people feel more connected in hugely protective of their overall health and happiness levels"* - **Educator/Service Provider**
- *"The positive relationships that a child grows up in impacts their whole life and vice versa if it's negative"* - **Parent/Carer**

What the research says

Recent research from around Australia on young people focuses on student engagement and wellbeing as well as the safety and protection of children, young people, and families.

- Two priority areas identified in the youth consultation for the National Youth Policy Framework are Opportunity and security and Safety, inclusion, respect, and acceptance (*Department of Health and Aged Care, 2021*)
- Every school in Victoria is required to have a student engagement policy (*State of Victoria, 2021*)
- The Local Government Partnership Model aims to address local factors directly affecting the daily lives of children and young people. Children and young people aged 0 to 25 years are more vulnerable to inadequacies in the food system, have inadequate access to suitable physical activity opportunities, and have inadequate exposure to suitable social and physical environments which support social connection. This Model emphasises building capacity within councils to authentically

engage and use systems thinking approaches to guide the development, prioritisation, and implementation of actions (*VicHealth, 2021*)

- Coronavirus restrictions impacted the health and wellbeing of Australian young people aged 15 to 29 years between April and July 2020. While social media was used to stay connected, 68% felt they were using too much social media. Many young people described feeling lonely and 37% disagreed with the statement, "I feel connected with others." Young people aged 15 to 19 years and non-binary gender participants reported the highest average loneliness scores (*VicHealth, 2020*)
- There is a National plan supported by action plans to achieve a significant and sustained reduction in violence against women and their children (*Commonwealth of Australia [Department of Social Services], 2016*).

Key directions and actions for Kingston Youth Services

Key directions	Actions
3.1 Young people feel safe, connected and a sense of belonging	<ul style="list-style-type: none"> • Ensuring young people have a genuine voice and input: Providing opportunities for young people to have direct input into Council plans, programs and services and ensuring that youth participation principles are applied.
3.2 Young people have multiple points of access	<ul style="list-style-type: none"> • Partnering with others to increase visibility in the community: Increasing outreach efforts, having a visible presence at Council events, partnering and co-branding youth events and communicating via school and community newsletters.
3.3 Young people are involved and have a voice in local matters that affect them	<ul style="list-style-type: none"> • Partnering with teams across Council departments: Having a visible presence in the community and building organisational capacity to consistently access and engage with young people. • Increasing our engagement with young people aged 18 to 25: Increased efforts in understanding the needs of 18-25 year old and providing additional services.

PRIORITY 4:

Kingston's young people are prepared

Many young people told us they feel unsure about the future which can lead to feelings of anxiety and stress. Young people experience many significant changes and transitions including commencing Year 7, the next step after VCE/VCAL (Year 13), starting work, and becoming an independent young adult. We want to create an environment where young people feel optimistic, hopeful, and confident to take the next step and understand what that might look like.

What our young people told us

Findings from the 2022 Youth Strategy Survey for young people aged 12 to 25 years showed some young people have concerns about their current and future situations, and there are some areas where support could be increased:

- **19%** reported education and training is an important issue
- **17%** reported COVID-19 is an important issue
- **14%** reported homelessness and housing is an important issue
- **10%** reported finances and money is an important issue
- **8%** reported employment is an important issue
- **7%** reported public transport is an important issue

In the consultation for this Strategy we heard

- *"My future depends on employment, and it is important to me"* - **Young person aged 16**
- *"We're not really given any training as to how to deal with our personal finances, so they seem a bit overwhelming"* **Young person aged 21**
- *"Education and training are the core foundation for growth and development of youth"* – **Parent/Carer**
- *"Everyone deserves and education or to be trained in an area they are interested in"* – **Education/Service provider**
- *"School is where young people spend most of their time"* – **Education/Service provider**

What the research says

Recent research from around Australia on young people focuses on being prepared for, and having support to navigate pathways, to work and independent living.

- A priority area identified in the youth consultation for the National Youth Policy Framework is navigating the system (*Department of Health and Aged Care, 2021*)
- Decision makers need to better understand the specific experiences, challenges and barriers faced by young people from migrant and refugee backgrounds (*Centre for Multicultural Youth, 2021*)
- Looking to the future of flexible work and impact of COVID-19, four pillars of good work have been identified for young people: Access and inclusion; Protection and wellbeing; Quality and control; and Growth and development (*Foundation for Young Australians, 2020*)
- In 2019-20, three of the main reasons young people aged 15–24 sought assistance from specialist homelessness services were housing crisis (17%), family and domestic violence (17%), and inadequate or inappropriate dwelling conditions (12%) (*Australian Institute of Health and Welfare, 2021*)

- In a post-COVID world, students are looking for new ways of doing things. A combination of physical and digital engagement is needed to support the post-school decision making process. By leveraging the best of both worlds young people now have an even greater ability to make, what until that point, is the most important decision of their lives. The uptake of digital engagement in the post-school journey was accelerated by the pandemic (*Walker, 2020*)

Key directions and actions for Kingston Youth Services

Key directions	Actions
4.1 Young people are supported to make informed choices and manage transition	<ul style="list-style-type: none"> • Partnering to deliver tailored workshops: Covering life skills and general knowledge around financial literacy. • Strengthening support to Grade 6 and Year 7 students: Delivering a series of informative sessions developed to support and prepare students during peak transition times.
4.2 Young people to gain transferable skills to strengthen employment options	<ul style="list-style-type: none"> • Facilitating work-ready workshops and accredited training: Providing fully funded opportunities for young people to increase their capacity to seek employment. • Collaborating with key stakeholders to enhance young people's opportunities for employment: Delivering a series of community based sessions where young people have access to key opportunities for employment in their local communities. • Increasing young people's opportunities for paid employment: Providing pathways for young people to gain paid opportunities across services and programs within Kingston Youth Services.
4.3 Meaningful developmental opportunities are available to young people	<ul style="list-style-type: none"> • Co-designing services and programs: Providing opportunities for young people to participate in the development of new and revised programs and services provided by Kingston Youth Services. • Creating short term internship opportunities: Collaborating with others to provide opportunities that allows young people to be gain hands on experience. • Increase local youth volunteering opportunities: Facilitating volunteering options where young people can connect, interact, develop new relationships within the wider community.

Implementing and Reporting

This Youth Strategy outlines Council's commitment to hearing from and collaborating with young people. The Youth Services team will oversee and coordinate the implementation of the key directions and actions in this Strategy. The team will also work collaboratively within Council, with external stakeholders and the community to implement or advocate for agreed key directions and actions. The team will monitor and report progress made on an annual basis. These reports will be made available online via www.kingstonyouth.org.au

Young people's aspirations for their future

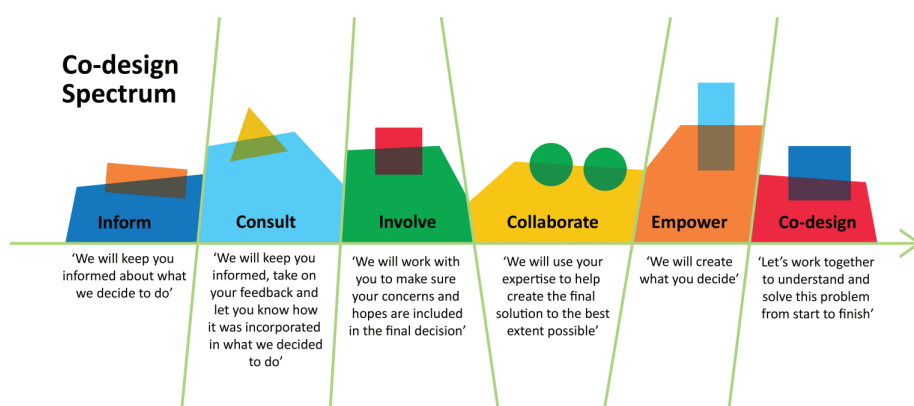
When thinking about their future and the next five years, young people hoped for....

- Healthy and happy (*Young person aged 12*)
- I am good at school and happy and healthy (*Young person aged 12*)
- I want to be an influencer, or a famous person only known for good (*Young person aged 12*)
- A famous actress (*Young person aged 12*)
- No climate change (*Young person aged 13*)
- I will have my driver's license, be studying, own a spare pen and be looking forward to life (*Young person aged 13*)
- In 5 years, I would like to be overseas travelling and studying at university (*Young person aged 13*)
- Being an artist, having a job that I love (*Young person aged 14*)
- Construction worker (*Young person aged 14*)
- Graduated high school and going to uni (*Young person aged 14*)
- I hope I will be studying at a good university (*Young person aged 14*)
- I hope that I would've successfully finished high school and started training/studying to become a paramedic or physio (*Young person aged 15*)
- Doing the best I can (*Young person aged 15*)
- I'd like to be in a comfortable position where I can be self-sufficient / thriving financially (*Young person aged 15*)
- I hope I am happy and not stressing about my life and what it will look like (*Young person aged 16*)
- Comfortable with money and myself, anxiety less severe (*Young person aged 16*)
- Having my own business (*Young person aged 16*)
- Hopefully an A grade electrician (*Young person aged 17*)
- I want to have completed Year 12 and my certificate 2 in community services (*Young person aged 17*)
- I hope I will have a degree and possibly be studying a masters or have a job and stable relationships with my loved ones (*Young person aged 17*)
- Move out and study in Queensland (*Young person aged 17*)
- Stable job, own home, and a pet dog (*Young person aged 18*)
- I want to be rich and confident in five years (*Young person aged 18*)
- To have a good amount of stability and balance in my life. (*Young person aged 18*)
- I hope to complete a postgraduate degree and either get a full-time job or delve even further into academia (*Young person aged 19*)
- Finished university and got stable employment in a workplace that I enjoy and brings personal fulfilment (*Young person aged 20*)
- Stable income, interesting career, or uni course (*Young person aged 21*)
- I haven't thought about it before. I think I'll think about it later (*Young person aged 22*)
- Being able to afford to move out and stay in the area and not move out further. Full time job in preferred career (*Young person aged 22*)
- Hope I'm in the property market and working off debt (*Young person aged 23*)
- Continue to support my family, be there for my friends and be doing well in my job (*Young person aged 24*)
- Haven't thought about it (*Young person aged 25*)

Appendix 1: Youth Participation Framework

Co-Design

Children and young people are active members of communities and experts in their own lives. All children and young people should have a voice in identifying problems and finding solutions that impact their health and wellbeing. *Leading the Way – Engaging young voices for change* developed by VicHealth provides best practice and evidence-based strategies for councils to ensure children and young people are at the centre of the design, delivery and governance of initiatives that aim to improve their health and wellbeing. Kingston Youth Services is working towards deeper partnerships with young people, with co-design being the most intense form of engagement. We are well positioned and resourced to commence more elaborate co-design. (VicHealth 2021)



Taken from the International Association of Public Participation IAP2 spectrum.
The inclusion of co-design takes participation to the next level of self determination.



Kingston Youth Services enables and promotes genuine youth participation by:

- Having a youth participation framework, action plan, policies and procedures that are clear and agreed upon as well as clear communication mechanisms so young people, families, staff and other stakeholders are aware of youth participation approaches, practices and outcomes.
- Supporting young people to understand their rights. Resources that can be accessed include: Rights and Responsibilities information, feedback and complaints mechanisms.
- Promoting and encouraging youth participation in strategic planning, program planning and review and project development.
- Dedicating resources to support and systematically monitor youth participation strategies and outcomes.
- Establishing a supportive, youth friendly environment for young people to ask questions, raise concerns and exercise their rights.
- Ensuring individual treatment, support planning and goal setting involves the young person and reflects their perspective.

Appendix 2: Background Information

Development of this Strategy

Kingston's Youth Strategy 2023-2026 is a partnership between Council and our young people and builds on the current support services, programs and events offered by Youth Services. It presents our shared, priorities, key directions and actions, new initiatives, and advocacy areas to empower local young people to be the best they can be.

This Strategy has been developed by Council based on direct input from local young people, parents/carers of young people and representatives of local schools and youth service organisations. This process involved four key steps as shown below.



Overview of consultation program and description of participants

In 2022, **947 participants** and **10 participants** were engaged via the following activities:

- **830** Youth iPad Survey responses (online and paper-based submissions)
- **49** Parent and carer online survey responses
- **68** Educators and youth services organisation online survey responses
- **10** Youth Advisory Committee participants in workshops

The demographic and descriptive features captured via engagement activity varied. However, the participation profile shows a broad cross-section of young people in Kingston participated. A variety of education and youth services representatives and organisations were engaged, and some parents/ carers were engaged.

- **2022 Youth Strategy Survey** – 830 respondents: Connections: 77% live, 58% study, 27% play or socialise, and 9% work in Kingston; Gender: 58% Girl/Woman, 34% Boy/Man, 4% Non-binary, 3% Prefer not to say, 2% Prefer to self-identify; Age: 93% aged 12 to 17 years, 7% aged 18 and 25 years; Diversity: 28% speak a language other than English with family or community; 26% have responsibility for caring for other people; 19% identify as same sex attracted/ intersex/ gender diverse or questioning, 7% identify as a person with a disability, 4% identify as Aboriginal and/or Torres Strait Islander
- **2022 Parent/Carer Survey** – 49 respondents: Connections: 80% live, 27% socialise, 18% work, 14% study, and 10% volunteer in Kingston; Gender: 69% Woman, 31% Man; Age: 26-69 years of which 67% aged 35-39 years; 20% speak a language other than English with family or community (German, Hindi, Hindi Marathi, Italian, and Samoan). Cultural identity: Australian (16), Australian - Italian background, Buddhist, Cald, Caucasian, Hindu, Mixed, New Zealand (2), Samoan, Australian/American family, and white Christian professional. Country of birth: Australia (32): Canada, England (2), India (2), Ireland, New Zealand (2), South Africa, USA, Uzbekistan, and Vietnam
- **2022 Educators and Youth Services Providers (organisations) survey** – 68 respondents: representatives worked in a variety of roles in the following school, community or service providers: Alfred health - Headspace HYEPP; Aspendale Gardens Community Centre; Aspendale Gardens PS; Aspendale PS; Bayside City Council; Beaumaris Secondary College; Berendale School; Carrum PS; Chelsea Heights PS; Chelsea PS; Christ Church Dingley; Cranbourne West PS; Derrimut Weelam Gathering Place; Headspace; Heatherton Christian College; Highett Youth Club; Kingston Heath PS; Kingston City Council; Le Page PS; Le Page Tennis Club; Mentone Park PS; Mentone Girls Secondary College; Mentone Grammar; Mission Australia; Moorabbin PS; Mordialloc Beach PS; Mordialloc College; Mordialloc Secondary College; Neami YRR Moorabbin; neighbouring Council (education/ youth sector); OLA; Outlook Employment/ Jobs Victoria; Parkdale PS; Patterson Lakes PS; St Andrews Calisthenics (volunteer); St Joseph's; St Louis de Montforts PS; St Patricks Mentone; Southmoor PS; Victoria Police; Waves Leisure Centre; Westall Secondary College; and Yet Kieu Sea Scouts

Legislation surrounding the provision of youth services

In Australia, there is Federal and State Government legislation and regulations outlining the rights and entitlements of young people. Organisations, including the City of Kingston, providing services to, and interacting with, young people must consider establishing suitable structures and allocating sufficient resources to ensure compliant service provision.

Legislation and regulations relevant to young people Australia-wide includes:

- Australian Health Practitioner Regulatory Authority (Ahpra)
- Australian Human Rights and Equal Opportunity Commission Act 1986 - Declaration of the United Nations Convention on the Rights of the Child
- Family Law Act 1975
- Family Law Regulations 1984
- National Code of Practice for Providers of Education and Training to Overseas Students 2018
- National Disability Insurance Scheme Act 2013 (Children rules)
- Youth Allowance (Activity Test Exemption Guidelines) Determination 1998

Legislation and regulations relevant to young people in the State of Victoria includes:

- Charter of Human Rights and Responsibilities Act 2006
- Child Employment Regulations 2014
- Child Wellbeing and Safety Act 2005
- Child Wellbeing and Safety Regulations 2017
- Children, Youth and Families Act 2005
- Education and Training Reform Act 2006
- Education and Training Reform Regulations 2017
- Education and Training Reform (School Safety) Regulations 2021
- Equal Opportunity Act 2010
- Failure to Disclose 2014
- Failure to Protect 2015
- Freedom of Information Act 1982
- Gender Equality Act 2020 (Gender Impact Assessments)
- Health Records Act 2001
- Local Government Act 2020
- Privacy and Data Protection Act 2014
- Reportable Conduct Scheme
- The Commission for Children and Youth People Act 2012
- Working with Children Act 2005

Local government and youth services provision

The Victorian local government sector plays an important role supporting and empowering young people. There are several contemporary issues which may affect local government youth services provision.

The Child Safe Standards of Service Delivery impact the way Council interacts with young people. Since January 2016, all Councils have been required to meet 'child safe' standards of service delivery for children under the age of 18 years. Child safe standards apply to all staff and volunteers at organisations delivering services for children. The standards refer to cultures of child safety, commitments and codes of conduct, appropriate screening, supervision, training and staff practices, processes for reporting and responding to suspected child abuse, strategies to identify

and remove risks of abuse, and strategies to promote children's participation and empowerment. Organisations must demonstrate particular measures to protect the safety of Aboriginal children, children with disabilities, and children from diverse cultural backgrounds. To read Council's commitment to child safety visit: [Child Safe Standards - City of Kingston](#)

The Code of Ethical Practice for the Victoria Youth Sector (YACVic) The Code is based on human rights: things that all Victorians—including young people—can expect to enjoy, such as their right to freedom of expression or right to take part in public life. The Code was first developed by YACVic in 2007, after consultation with the Victorian youth sector. The Code includes a set of youth work principles and ethical practice responsibilities. It supports, but does not replace the sectors legal responsibilities. Any person, group or organisation that works with young people can choose to use the Code. Kingston Youth Services follows the Code of Ethical Practice. *The Code of Ethical Practice is scheduled to be reviewed in 2023.*

The new Local Government Act 2020, a principles-based Act. The new Act aims to ensure all Victorians have the opportunity to engage with their council on local priorities and the future of their community. As the level of government closest to the community, councils have both the opportunity and the responsibility to enable participatory democracy. Many citizens, including young people, now want a stronger voice in shaping their community's future.

Emphasis on improving the quality of public participation and engagement approaches.

Community engagement is an important part of the good and democratic governance of local government. Councils have been leaders in the constant challenge to adapt and find new ways to engage meaningfully with their communities, including young people. Kingston Council's Community Engagement Policy outlines our commitment to provide the community with genuine opportunities to contribute to and inform projects, strategies, services and decisions that affect them. To view the full Policy visit: [Community Engagement Policy - City of Kingston](#)

Councils play a lead role in community planning and advocacy, engage and consult with young people, provide funding for youth services, programs and events and have a compliance responsibility. Local government is the backbone of generalist youth service delivery in Victoria, working with large numbers of young people (Youth Affairs Council Victoria, 2016). Youth Services teams promote young people's health, social inclusion, skill development and leadership, and provide young people with opportunities to engage in arts and culture, community strengthening and civic life and assist young people to navigate challenges and access specialist services where needed. Local government youth services include, but are not limited to:

- Leading community planning and advocacy for young people. Local government youth services play a vital partnership-building role, bringing together the different stakeholders that work with young people to coordinate service delivery, advocate for young people's needs, and leverage resources to meet local priorities. Many services and schools would be impacted to work effectively together and access adequate resourcing without local government's support.
- Engaging and consulting with young people, and building young people's capacity as advocates and community leaders. Local government youth services are recognised as experts in youth engagement – an essential resource for councils wishing to hear young people's ideas and solutions to local problems.
- Funding, planning and delivering services, programs and events for young people. These are very diverse, ranging from holiday activities to mentoring programs, anti-discrimination campaigns, volunteering opportunities, L2P programs for novice drivers, and social supports for young people at risk of disengagement or marginalisation.
- Enabling local governments to prepare for and comply with their statutory obligations in relation to children up to the age of 18.

Snapshot of Council's youth services provision

Council plays many roles in relation to young people in Kingston. Kingston's Youth Services team delivers a range of services, programs, spaces and activities that support young people aged 12 to 25 years who live, work, study or socialise within the municipality.



Counselling, Youth Worker support, information and referral: Council provides free individual support services. Youth Workers work alongside young people to support them with problem solving, advocacy, linking to other services, empowerment, decision making, practical assistance, negotiating relationships and communication. Registered psychologists located at Platform 81 provide psychological counselling aimed at reducing emotional distress and strategies to cope with life's problems.

Community based youth programs: Council provides a range of community based youth programs that are free, inclusive and provide young people with the opportunity to learn and develop skills. Current programs include AYC Cooking and Art Programs, FReeZA P81 Events, Universal youth magazine, Queer in Kingston, Youth Advisory Committees, Fully Funded Short Course, YA Chat in partnership with Parkdale Library, Junior Mayor Election and Junior Council Program.

School Based Programs: Council develops and facilitates school programs available to all secondary schools to strengthen young people's capacity and address current youth issues as identified by schools and young people. Current programs include Grade 6 and Year 7 Support, School Information Talks on services and programs offered by Kingston Youth Services, lunchtime engagement sessions as well as tailored programs to meet the needs of young people.

Youth Spaces (newly established Platform 81): Council provides a free space at Platform 81 Mordialloc for young people to access information, services and support. A free drop-in space is located at Aspendale Gardens Community Centre.

Youth Events and recognition: Council provides free youth activities and events to promote drug and alcohol-free environments for young people to safely participate in. Kingston Youth Services promotes annual youth awards to recognise and celebrate the achievements and contributions of young people.

Youth Engagement: Council engages with young people and provides input/feedback opportunities through surveys and participant evaluations. The Youth Advisory Committees also provide feedback to Council on local youth issues and provides a platform for other Council departments wishing to seek feedback from young people.

Parent Information Nights: Council provides information for parents and carers about current issues affecting young people. These sessions are offered quarterly and focus on the main presenting issues facing our young people.

.....

Youth Networks: Council supports and participates in youth networks to increase collaboration and information sharing between local youth service providers. Networks include: Bayside, Glen Eira and Kingston Local Learning and Employment Network; Bayside, Glen Eira and Kingston Youth Network; Student Wellbeing and Teacher's breakfasts and YACVic's Youth Participation and Practice Network.

Acknowledgments

Kingston Youth Services acknowledges the contribution of many young people, parents, carers, educators, and service providers who participated and assisted others to participate in the Youth Strategy consultation in 2022. We would like to thank the members of our Youth Advisory Committees who provided valuable input and feedback in the development of this Strategy.

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2023 Action and Evaluation Plan

Kingston Youth Strategy

Last Updated: 24 January 2023

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1. Kingston Youth Services is here for young people

OUR MISSION

Here for young people

Kingston Youth Services is committed to ensuring when delivering our services and programs that we:

- Provide support where needed
- Create meaningful opportunities for participation
- Foster independence and prepare young people for their future
- Acknowledge that young people come with their own aspirations

2. Why it is important to understand and demonstrate our impact

As a local government authority, Kingston City Council is required to demonstrate accountability for results and the responsible use of revenue. The emphasis on efficiency, effectiveness and appropriateness has increased since the introduction of a system to cap rates in 2015.

Council has worked hard to develop a responsible Budget that secures our city's financial sustainability while also continuing to provide high-quality support services to assist our community as it continues to recover from the impacts of the COVID pandemic (*City of Kingston Adopted 2022/23 Budget*).

The new Local Government Act 2020 is also intended to create a legislative environment that embraces innovation, modern business practices and microeconomic reform. *Source:*

<https://www.localgovernment.vic.gov.au/council-governance/local-government-act-2020/principles-of-the-local-government-act-2020>

The Kingston Youth Services team is located within the Family, Youth and Children's Services Department of the Community Strengthening division at Kingston City Council. Council staff are responsible for providing advice, implementing Council's direction and taking action on Council decisions. Council officers also provide advice and expertise to assist Council to form policy decisions, along with delivering services and implementing decisions.

The Local Government Act 2020 is a principles-based Act removing unnecessary regulatory and legislative prescriptions. The five principles that guide the new Act include:

1. Community Engagement

This principle aims to ensure all Victorians have the opportunity to engage with their council on the future of their community. At a minimum, all councils must adopt and maintain a community engagement policy which must be used in the development of:

- *planning and financial management*
- *community vision*
- *council plan*
- *financial plan*

2. Strategic Planning

The Local Government Act 2020 requires councils to develop an integrated, longer-term and transparent approach to planning that supports councillors in leading strategically, rather than focusing on operational issues.

The strategic planning principle works together with the community engagement principle to ensure that communities are involved in strategic planning and decision making.

3. Financial Management

A significant percentage of a council's revenue comes from rates, and the community has expectations that these rates will be used to deliver an array of services and infrastructure. It is vital that councils undertake responsible spending and investment that ensures financial, social and environmental sustainability.

The new Local Government Act 2020 is also intended to create a legislative environment that embraces innovation, modern business practices and microeconomic reform.

4. Public Transparency

Openness, accountability and honesty are essential to build high levels of accountability and trust amongst citizens and enable fully informed engagement in the democratic process.

Councils will be required to adopt and maintain a public transparency policy, which must be in line with underpinning principles in the Act.

5. Service Performance

This principle ensure that councils deliver services to the community that are equitable, accessible, good value and meet the needs of their diverse communities.

(Source: <https://www.localgovernment.vic.gov.au/council-governance/local-government-act-2020/principles-of-the-local-government-act-2020>)

Given this context, it is important for the Kingston Youth Services team to review its programs, events, support services and networks to assess whether they are an efficient, effective and appropriate use of time and resources and support the achievement of the Kingston Youth Services mission, “Here for young people”.

The focus of this document is to outline priorities, key directions, actions and KPIs for Kingston Youth Services in 2023. It also presents the programs, events, services, networks and operational activities that will be the focus for 2023 as well as mechanisms for monitoring progress against KPIs and evaluating impact.

As shown below, the actions and KPIs originate from the 2021-2025 Council Plan, 2023-2026 Kingston Youth Strategy as well as other Council strategic documents.



The Council Plan 2021-25 is a roadmap for how we will work in partnership with our community to build a more liveable and sustainable Kingston.

Kingston Council worked closely with our community to set the local direction for the future. The Council Plan provides accountability to the community, directs the organisation, and helps guide decision making. It also helps us track our performance and meet the legislative requirements set out in the Local Government Act 2020. Our community gave us a clear picture of what kind of future they want, outlined in their Community Vision. To access the Communities Vision visit: [Council plan and budget - City of Kingston](#) Progress against the plan is measured in quarterly performance and Council's annual reports.

The 2022-2026 Kingston Youth Strategy is a strategic plan for Kingston City Council to support empower and advocate on behalf of young people aged 12 to 25 years in Kingston. This Strategy was informed by input from 830 young people, 49 parents and carers, and 68 educators and services providers and it signals Council's commitment to support young people to achieve their goals and aspirations.

Other Kingston Council strategic documents relevant to Kingston Youth Services include:

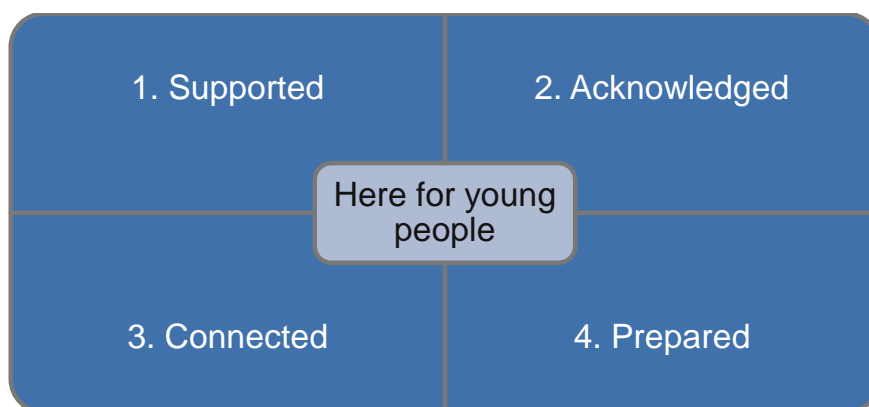
- 2021-2025 Public Health and Wellbeing Plan and Action Plan
- 2020-2024 Family and Children's Strategy and Action Plan

State government guidelines and funding requirements apply for the following Kingston Youth Services programs:

- FReeZA
- Engage!

3. Our strategic priorities and what will be delivered

The 2022-2026 Kingston Youth Strategy identifies four priority areas to achieve the Kingston Youth Services mission



Outline of key directions for each of the four priority areas

Priority 1. Kingston's young people are supported
1.1 Young people are supported when facing a set-back
1.2 Partnering with organisations and sporting clubs to enhance wellbeing opportunities for young people
1.3 Young people have access to mental health support and resources in times that are challenging or stressful
1.4 Young people and their families have easy access to youth-related information and resources
Priority 2. Kingston's young people are acknowledged
2.1 Young people feel welcome and accepted
2.2 The efforts and contributions of young people are recognised and rewarded
2.3 Young people are valued and acknowledged in their community
Priority 3. Kingston's young people are connected
3.1 Young people feel safe, connected and a sense of belonging
3.2 Young people have multiple points of access
3.3 Young people are involved and have a voice in local matters that affect them
Priority 4. Kingston's young people are prepared
4.1 Young people are supported to make informed choices and manage transition
4.2 Young people gain transferable skills to strengthen employment options
4.3 Meaningful developmental opportunities are available to young people

Kingston Youth Services delivers a comprehensive range of programs, events and support services which aim to address one or more of the four priority areas

Kingston Youth Services Community Based Programs, Events and Support Services	P1: Supported	P2: Acknowledged	P3: Connected	P4: Prepared
Community Based Programs				
Art Sessions AYC: providing an arts-based session operating weekly from Aspendale Gardens Community Centre (11-17)		⊙	⊙	
Cooking with AYC (Cook Bake Create): providing an online social space to connect with peers and learn life skills (11-17)			⊙	⊙
Courses – workshops and short courses (in-person): access to life skills, training or accreditation to improve employability	⊙		⊙	⊙
Freeza P81 Events: upskilling and/or training members to be industry ready in music/events spaces		⊙	⊙	⊙
Junior Council: leadership and development program for Grade 6 students		⊙	⊙	⊙

Kingston Youth Services Community Based Programs, Events and Support Services	P1: Supported	P2: Acknowledged	P3: Connected	P4: Prepared
Queer in Kingston (QIK): providing a supportive and safe social and recreational program for LGBTIQ+ (12-17)	⊙		⊙	⊙
Universal: practising and showcasing creative talent and optional upskilling to improve employability		⊙	⊙	⊙
Paid youth roles: supporting young people's contributions by offering paid employment opportunities across service scope.		⊙	⊙	⊙
YA Chat: monthly social space in partnership with Parkdale Library	⊙		⊙	
Youth Advisory Committee (YAC) (12-17 & 18-25): consultation and advisory committee supporting the voices of young people		⊙	⊙	⊙
Young Women's Leadership: Partnership with organisations to provide leadership support and development		⊙	⊙	⊙
Community Events				
Junior Mayor Elections		⊙		
Youth Art Expo		⊙	⊙	
Youth Awards, Youth Week and P81 Events		⊙	⊙	
Support Services				
School-based programming and support				
Lunch time engagement sessions	⊙		⊙	
Grade 6 & Year 7 Support	⊙		⊙	⊙
Tailored school programs	⊙		⊙	⊙
Parent information nights (PINs)	⊙		⊙	⊙
Kingston teachers quarterly breakfast	⊙		⊙	⊙
Youth Work Support and Counselling				
Free access to Youth Work Support and/or Counselling	⊙		⊙	⊙
Communication platforms for youth voice				
Website		⊙	⊙	
Social media (Facebook and Instagram)		⊙	⊙	
Newsletter		⊙	⊙	

Kingston Youth Services team members also participate in a range of networks which aim to build partnerships and capacity to address the four priority areas

Kingston Youth Services Networks	P1: Supported	P2: Acknowledged	P3: Connected	P4: Prepared
Partnership and collaboration – external				
Bayside, Glen Eira, Kingston Local Learning and Employment Network (BGKLEEN)			⊙	⊙
Bayside, Glen Eira, Kingston Youth Network	⊙		⊙	⊙
Hawks Community Foundation's (HCF) Youth Advisory Network	⊙		⊙	
headspace Consortium & suicide prevention	⊙		⊙	
L2P steering committee	⊙	⊙		⊙
Partnership and collaboration – Internal (Council)				
Volunteer Network		⊙	⊙	
Other				
FREEZA (Representative)			⊙	⊙
PUSH (Representative)			⊙	⊙
Respectful Relationships (Critical Friend)	⊙		⊙	⊙
School Focused Youth Services (SFYS)			⊙	⊙
School Wellbeing Co-ordinators (Representative)	⊙		⊙	
YACVic (Member), Youth Participation and Practice Network			⊙	⊙

4. Monitoring, evaluating and reporting our progress

4.1. WHY KINGSTON YOUTH SERVICES MONITORS PROGRESS AND EVALUATES IMPACT

Monitoring and regular reporting are helpful for understanding and demonstrating progress made at a certain point in time and identifying where interventions or adjustments may be required. Evaluation is useful for understanding and demonstrating efficiency, effectiveness and impact.

Evaluation is a systematic and objective process. It aims to determine the merit or worth of an activity usually in relation to its effectiveness, efficiency and appropriateness.

The intended purpose of evaluation is to determine:

- Is the activity achieving the intended outcomes? Or producing unintended outcomes?
- Does the activity provide good value (for time and money invested)?
- Should the activity be continued/replicated, expanded, modified or discontinued?
- Are there better ways to achieve the same result?

Suggested evaluation framework (based on the Rainbow Framework by Better Evaluation)

- **Managing the evaluation:** engage key stakeholders, agree on scope, decision making processes and ethical standard
- **Defining what will be evaluated:** describing the activities, intended participants and key indicators (for short and longer term)
- **Framing the boundaries:** agreeing on the evaluation questions and determining what success looks like
- **Describing outcomes and impacts:** determining how feedback (data/evidence) will be gathered, managed and analysed
- **Who – determining information source** (level of analysis and sample size):
 - **Internal:** Youth Services representative, Council colleague, website/social media metrics
 - **External:** Young people, students, external facilitator, school representatives, teachers, parents
- **How and what – information and feedback will be gathered** (research technique):
 - **How:** online surveys, in-person written or verbal feedback, phone calls, emails, pre- and post-activity evaluation forms, system/auto-generated
 - **What:** tally counts, formalised or documented feedback, informal or internal insights
- **Managing data:** consistent data collection, recording and secure storage
- **Analysing the data:** generating tables and statistical results
- **Understanding causes of outcomes and impacts:** use of multiple datasets and/or data sources (i.e. multiple levels of analysis)
- **Synthesising, reporting and supporting the use of findings**

For more information: https://www.betterevaluation.org/en/resource/tool/be_planning_tool

4.2. KINGSTON YOUTH SERVICES COUNCIL WIDE REPORTING RESPONSIBILITIES

Each Council department has internal reporting responsibilities which aim to monitor progress and demonstrate accountability for results and the responsible use of revenue. The emphasis on efficiency, effectiveness and appropriateness has increased since the introduction of a system to cap rates in 2015.

Kingston Youth Services has internal and external reporting requirements for the State Government funded programs (FReeZA and Engage!). Requirements listed below.

Council reported KPIs	Evidence	Reporting frequency
2021-2025 Council Plan		
Strategic Objective 4.1 <i>We are progressive, inclusive and prioritise the wellbeing of all members of the community</i> Si 48 Satisfaction with Kingston's youth services support and counselling	Reported as % with commentary as required	Quarterly
2020-2024 Family and Children's Strategy Action Plan objectives		
Respond to changing community needs and government policy directions	Compliance with the Child Safe Standards ensured via continued implementation of projects and activities in Council's Child Safe Action Plan	Annually

Council reported KPIs	Evidence	Reporting frequency
2021-2025 Public Health and Wellbeing Plan		
1. A healthy and well community 1.3 Improve mental wellbeing 1.4 Reduce harm from alcohol and other drugs, smoking and gambling	<ul style="list-style-type: none"> Participate in a community focused Kingston Mental Health Working Group with relevant stakeholders to support collaboration Provide mental health and wellbeing education, training and wellness sessions to diverse community groups Increase awareness and knowledge in the community about gambling harm and the affects it has on the community by supporting local organisations and providing customised education. Promote information about Council's Alcohol-Free Zones and partner agency health messages to reduce harmful alcohol and drug use through Council's media channels. 	Annually
2. A safe and secure community 2.1 Improve safety in the home and community 2.3 Reduce the prevalence of family violence	<ul style="list-style-type: none"> Partner with Victoria Police and other stakeholders to coordinate responses to safety concerns in Kingston. Improve community understanding of family violence, prevention and support through workshops, events and promotional campaigns (such as the Kingston Women of the Year Awards, International Women's Day civic event, 16 Days of Activism Against Gender-Based Violence and promoting healthy masculinities through programs such as Modelling Respect and Equality). 	Annually
3. A kind and connected community 3.1 Increase participation in community activities and volunteering 3.2 Reduce social isolation and loneliness 3.4 Increase inclusion, respect and belonging	<ul style="list-style-type: none"> Support volunteering in the local community through provision of volunteer training, building capacity of community groups and matching skilled volunteers to support groups. Encourage the participation of people from diverse backgrounds and under-represented groups on Councils Advisory Committees through targeted promotional campaigns and networking with community groups and local services. Promote and participate in the annual Pride March. Promote Kingston Libraries as a safe place for people to 'be' and connect with their community. Provide spaces and opportunities for young people to meet and form friendships and connections through programs such as the FReeZA Committee and Aspendale Youth Cove. Facilitate the weekly Queer in Kingston support group to provide social support to young people who may identify as same sex attracted, gender diverse or questioning their sexuality and gender. Support, deliver and promote events focused on awareness and celebration of 	Annually

Council reported KPIs	Evidence	Reporting frequency
	<p>our diverse community to increase knowledge about all cultures, faiths, human rights and discrimination (such as Cultural Diversity Week, IDAHOBIT, NAIDOC Week, LGBTQIA+ discrimination, International Day of People with a Disability, Kingston Women of the Year Awards and the Spring Fair).</p> <ul style="list-style-type: none"> Develop a leadership program for young leaders to support inclusion and belonging of young people from diverse backgrounds in community life. 	
<u>4. A liveable community</u> 4.3 Increase equitable participation in the workforce and local economy	<ul style="list-style-type: none"> Deliver the work ready program to equip young people with skills and knowledge for employment. Deliver the financial literacy program to increase knowledge about how to be financially responsible. 	Annually
<u>5. An informed and empowered community</u> 5.1 Improve provision of accessible health and wellbeing information, programs and services 5.2 Increase participation in lifelong learning and education	<ul style="list-style-type: none"> Redevelop Kingston Youth Services website and social media platforms to ensure it is accessible, secure, and customer focused. Support young people to develop soft employability skills through short courses aligned to their interests and hands on experience through Youth Services committees. 	Annually
State Government Funding	Evidence	Reporting frequency
FReeZA		
FReeZA 2022-2024 Progress Report	<ul style="list-style-type: none"> Number of events delivered Number of committee members Gender, age and diversity of committee members Youth employment outcomes Level of youth participation through the planning, delivery and evaluation of the program Number of attendees at events Reported media coverage, when applicable Funding acquittal 	Bi-Annually
Engage!		
Engage! 2022-2024 Progress Report	<ul style="list-style-type: none"> Number of youth engagement and participation activities delivered and number of participants Number of youth development activities delivered and number of participants Number of youth celebrations events delivered and number of participants/attendees Gender, age and diversity of youth participants Level of young people's involvement in planning, delivery and evaluation Feedback from participants Number of partners supporting activities delivered Funding acquittal 	Bi-Annually

4.3. KINGSTON YOUTH SERVICES APPROACH TO REPORTING

The Kingston Youth Services 2023 Action and Reporting Plan (shown in Section 5) presents:

- Priority areas, Key Directions and Actions directly from the 2023-2026 Kingston Youth Strategy
- Relevant programs / events / services / networks
- Relevant contributing staff (roles)
- Key performance indicators (KPIs)

Kingston Youth Services gathers three forms of evidence to demonstrate achievements and evaluate impact:

1. **Tally counts:** Number of times delivered, registrations or participants/attendees
2. **Formalised or documented feedback:** Captured through pre/mid/post experience forms including satisfaction, evaluation reports or summaries, via email (saved in HPE), and images.
3. **Informal or internal insights:** Based on verbal feedback and case notes

Evidence of progress against KPI's and explanatory commentary is entered and updated on a regular basis and stored in HPE.

5. Kingston Youth Services Action and Reporting Plan

The following Kingston Youth Services 2023 Action and Reporting Plan presents Priority Areas, Key Directions and Actions directly from the 2023-2026 Kingston Youth Strategy. It outlines relevant programs / events / services / networks, contributing staff (roles) and KPIs. Evidence of progress against KPIs and explanatory commentary is entered and updated on a regular basis by Kingston Youth Services Youth Participation & Development Officer and Team Leader. *All records are stored on HPE.*

LEGEND:

	On track
	Monitor
	Off track

STAFF ROLES:

TL:	Team Leader
YWC:	Youth Work Coordinator
YW:	Youth Worker/s
YP&DO:	Youth Participation & Development Officer

KEY DIRECTIONS	ACTIONS	PROGRAMS / EVENTS / SERVICES / NETWORKS	CONTRIBUTING STAFF (ROLES)	KPIs	EVIDENCE OF PROGRESS
Priority 1: Kingston's young people are healthy and resilient					
1.1 Young people are supported when facing a setback	Providing more targeted resources and information nights	Parent Information Nights (PINs)	YW	<ul style="list-style-type: none"> One quarterly online event Number of participants registered and number of attendees 25% of pre-experience surveys completed for applicable events 25% of post experience surveys completed Evaluation Report completed annually 	Sampled reporting
	Providing further information and support to raise the awareness for parents, carers and educators about current issues affecting young people in Kingston.				1 Parent Information Night (PIN) delivered for quarter 1
					In partnership with the Butterfly Foundation. Topic: Body confident children and teens webinar
					Delivered across all quarters
					125 registered attendees
					40 in attendance
					No pre-experience survey required for this event
					No post experience survey completed.

KEY DIRECTIONS	ACTIONS	PROGRAMS / EVENTS / SERVICES / NETWORKS	CONTRIBUTING STAFF (ROLES)	KPIs	EVIDENCE OF PROGRESS
					Action for next Parent Information Night.
		Kingston Youth Services Newsletter	TL and Media & Communications	<ul style="list-style-type: none"> Quarterly newsletters disseminated to subscribers including young people, parents, school and services. Quarterly review of newsletter analytics (via Mail Chimp) Establish baseline for KPIs 	<i>In progress for this quarter</i> <i>Delivered across all quarters</i>
	Continue to provide a free counselling service <i>Providing free medium to long term counselling.</i>	Counselling Services	Counselling Team	<ul style="list-style-type: none"> Number of sessions provided quarterly % of client satisfaction with service provided Conduct quarterly feedback surveys (randomly selected - combined survey for both counselling and youth work support) 	<i>In progress for this quarter</i> <i>Delivered across all quarters</i>
	Continue to provide free 1:1 youth work support service <i>Short term, practical support including supported referrals.</i>	Youth Work Support	Youth Work Team	<ul style="list-style-type: none"> Number of sessions provided quarterly % of client satisfaction with service provided Conduct quarterly feedback surveys (randomly selected - combined survey for both counselling and youth work support) 	<i>In progress for this quarter</i> <i>Delivered across all quarters</i>
1.2 Partnering with organisations and sporting clubs to enhance wellbeing	Creating new pathways to accessing support <i>Leveraging existing and new partnership opportunities to</i>	Meeting with local stakeholders on a regular basis to strengthen referral pathways and reducing barriers for young people	All	<ul style="list-style-type: none"> Number of meetings attended At minimum 75% attendance of scheduled meetings Dedicated agenda item at each youth services	<i>In progress for this quarter</i> <i>Delivered across all quarters</i>

KEY DIRECTIONS	ACTIONS	PROGRAMS / EVENTS / SERVICES / NETWORKS	CONTRIBUTING STAFF (ROLES)	KPIs	EVIDENCE OF PROGRESS
opportunities for young people	<i>strengthen young people's access to support and advice.</i>			team meeting (monthly) to report: <ul style="list-style-type: none"> ▪ Insights gathered at Professional Development and Network meetings ▪ Service providers and Network meetings where information has been shared (report new learnings and insights that strengthen pathways for young people) 	
	Providing further opportunities to support sporting and recreational clubs <i>Providing access to information talks and programs to meet the needs of young people.</i>	Information talks and tailored programs	All	<ul style="list-style-type: none"> ▪ Number of sessions provided annually (captured quarterly) ▪ Number of youth participants in attendance ▪ % of participant satisfaction with service provided (tailored programs) 	<i>Will be captured quarterly, and baselines developed based on the number of requests received.</i> <i>Delivered across all quarters</i>
1.3 Young people have access to mental health support and resources in times that are challenging or stressful	Increasing understanding and awareness of mental health	Tailored School Programs	Youth Work Team	<ul style="list-style-type: none"> ▪ Number of sessions delivered ▪ Pre and post experience surveys completed ▪ Evaluation report completed annually. 	<i>In progress for this quarter</i> <i>Delivered across all quarters</i>
	<i>Strengthening partnerships with schools, community agencies and sporting clubs to raise awareness of mental health, stress, anxiety</i>	Outreach sessions at Kingston Libraries	Youth Work Team and YP&DO	<ul style="list-style-type: none"> ▪ Number of sessions provided annually ▪ Number of young people serviced ▪ Evaluation report completed annually. 	<i>Delivered across October-November period</i>
		Schools Network Breakfast	YW	<ul style="list-style-type: none"> ▪ One session per term ▪ Number of attendees 	<i>In progress for this quarter</i>

KEY DIRECTIONS	ACTIONS	PROGRAMS / EVENTS / SERVICES / NETWORKS	CONTRIBUTING STAFF (ROLES)	KPIs	EVIDENCE OF PROGRESS
	<i>and body image issues and reduce the stigma around seeking support.</i>			<ul style="list-style-type: none"> Dissemination of Kingston Youth Services information at meetings on a quarterly basis (i.e., programs and services on offer etc.) 	<i>Delivered across all quarters</i>
		School Wellbeing Coordinators (SWC) Network	YW	<ul style="list-style-type: none"> Number of sessions attended At least 75% attendance of scheduled meetings <p>Dedicated agenda item at Kingston Youth Services team meeting (quarterly) to report:</p> <ul style="list-style-type: none"> Insights and resources gathered and disseminated at network meetings 	<i>In progress for this quarter</i> <i>Delivered across all quarters</i>
		Bayside Glen Eira Kingston Youth Network (BGKYN)	YWC	<ul style="list-style-type: none"> Active member of steering committee One network meeting hosted per year in Kingston (Platform 81) One training hosted per year Collaborating with BGKLEN for the At-Risk Forum annually Yearly review of Terms of Reference Number of attendees % of participants satisfaction in participating with BGKYN Newsletter subscribers and analytics. 	<i>In progress for this quarter</i> <i>Delivered across all quarters</i>

KEY DIRECTIONS	ACTIONS	PROGRAMS / EVENTS / SERVICES / NETWORKS	CONTRIBUTING STAFF (ROLES)	KPIs	EVIDENCE OF PROGRESS
		Hawks Community Foundation's (HCF) Youth Advisory Network	YP&DO	<ul style="list-style-type: none"> Number of sessions attended At least 75% attendance of scheduled meetings <p>Dedicated agenda item at Kingston Youth Services team meeting (quarterly) to report:</p> <ul style="list-style-type: none"> Insights and resources gathered and disseminated at network meetings 	<p><i>In progress for this quarter</i></p> <p><i>Delivered across all quarters</i></p>
	<p>Provide regular drop-in sessions at Platform 81</p> <p><i>Providing a regular point of contact for young people seeking information and services.</i></p>	Drop-in sessions at Platform 81	YW	<ul style="list-style-type: none"> Number of sessions provided quarterly Number of young people in attendance Conduct quarterly feedback surveys (randomly selected) Evaluation report completed annually. 	<p><i>Will be captured quarterly, and baselines developed based on delivered outcomes.</i></p>
1.4 Young people and their families have easy access to youth-related information and resources	<p>Using social media to encourage positive choices</p> <p><i>Regularly providing information to young people about emerging health and wellbeing issues</i></p>	<p>Social Media Channels (Instagram and Facebook)</p> <p><i>Explore emerging need from survey in relation to YouTube as a point of accessing information</i></p>	TL	<ul style="list-style-type: none"> Number of followers Number of accounts reached (Instagram) Number of people reached (Facebook) Number of accounts engaged (Instagram) Number of page likes (Facebook) 	<p><i>In progress for this quarter</i></p> <p><i>Delivered across all quarters</i></p>
	Strengthening our online and social media networks	Website	TL and Media & Communications team	<ul style="list-style-type: none"> Number of visits (analytics) 	<p><i>In progress for this quarter</i></p>

KEY DIRECTIONS	ACTIONS	PROGRAMS / EVENTS / SERVICES / NETWORKS	CONTRIBUTING STAFF (ROLES)	KPIs	EVIDENCE OF PROGRESS
	<i>Increasing and improving Youth Services' online and social media presence (i.e., Facebook, Instagram and emerging platforms). Establishing a profile for young people and adults supporting young people to locate credible youth-related facts, tips and resources.</i>	Social Media Channels (Instagram and Facebook) <i>Explore emerging need from survey in relation to YouTube as a point of accessing information</i>	TL and Media & Communications Team	<ul style="list-style-type: none"> Number of followers Number of accounts reached (Instagram) Number of people reached (Facebook) Number of accounts engaged (Instagram) Number of page likes (Facebook) 	<i>In progress for this quarter</i> <i>Delivered across all quarters</i>
	Enhancing and expanding the Kingston Youth Services website <i>Reviewing and improving the capacity and user-friendliness of the Kingston Youth Services website, ensuring mental health resources and information is current and relevant.</i>	Website	TL and Media & Communications Team	<ul style="list-style-type: none"> Number of visits (analytics) Monthly review/update of website content Young people to review Kingston Youth Services website on annual basis to provide feedback and suggestions 	<i>In progress for this quarter</i>
Priority 2: Kingston's young people are acknowledged					
	Encouraging inclusion	Queer in Kingston (QIK)	YW	<ul style="list-style-type: none"> At minimum 12 participants annually 	<i>In progress for this quarter</i>

KEY DIRECTIONS	ACTIONS	PROGRAMS / EVENTS / SERVICES / NETWORKS	CONTRIBUTING STAFF (ROLES)	KPIs	EVIDENCE OF PROGRESS
2.1 Young people feel welcome and accepted	<i>Providing youth events and programs that meet the needs of our diverse community. Encouraging young people to participate in planning and delivery of activities and events.</i>			<ul style="list-style-type: none"> 40 sessions delivered annually Bi-annual Engage! progress report Pre, mid and post experience surveys completed % of participants satisfied with service provided % of young people feeling safe and included % of young people feeling heard Evaluation report completed annually 	<i>Delivered across all quarters</i>
		FReeZA P81 Events (Committee)	YW	<ul style="list-style-type: none"> At minimum 12 participants annually Delivery of one social event specifically for LGBTQIA+ young people per year (Glitter and Glow) Involvement in one Council event per year Bi-annual FReeZA progress report Pre, mid and post experience surveys completed % of participants satisfied with service provided % of young people feeling safe and included % of young people feeling heard Evaluation report completed annually 	<i>In progress for this quarter</i> <i>Delivered across all quarters</i>

KEY DIRECTIONS	ACTIONS	PROGRAMS / EVENTS / SERVICES / NETWORKS	CONTRIBUTING STAFF (ROLES)	KPIs	EVIDENCE OF PROGRESS
	Providing places and spaces to socialise and build social connections <i>Exploring new ways that young people can socialise, participate in hobbies/activities and be comfortable with their uniqueness and diversity.</i>	Awareness Days	Youth Work Team and YP&DO	<ul style="list-style-type: none"> Number of sessions provided annually Verbal/email feedback received 	<i>In progress for this quarter</i> <i>Delivered across all quarters</i>
		Drop-In sessions at Platform 81	YW	<ul style="list-style-type: none"> Number of sessions provided quarterly Number of young people in attendance Conduct quarterly feedback surveys (randomly selected) Evaluation report completed annually. 	<i>Will be captured quarterly, and baselines developed based on delivered outcomes.</i>
		YA Chat	YW in partnership with Parkdale Library	<ul style="list-style-type: none"> At minimum 12 participants annually One session delivered a month Bi-annual Engage! progress report Pre and post experience surveys completed % of participants satisfied with service provided % of young people feeling safe and included % of young people feeling heard Evaluation report completed annually 	<i>In progress for this quarter</i> <i>Delivered across all quarters</i>
		AYC Art Program	YW	<ul style="list-style-type: none"> Number of sessions provided quarterly Number of youth participants per session Post experience survey completed quarterly 	<i>In progress for this quarter</i> <i>Delivered across all quarters</i>

KEY DIRECTIONS	ACTIONS	PROGRAMS / EVENTS / SERVICES / NETWORKS	CONTRIBUTING STAFF (ROLES)	KPIs	EVIDENCE OF PROGRESS
				<ul style="list-style-type: none"> ▪ % of participants satisfied with service provided ▪ % of young people feeling safe and included ▪ % of young people feeling heard ▪ Evaluation report completed annually 	
		AYC Online Cooking Program	YW	<ul style="list-style-type: none"> ▪ Number of sessions provided quarterly ▪ Number of youth participants per session ▪ Post experience survey completed quarterly ▪ % of participants satisfied with service provided ▪ % of young people feeling safe and included ▪ % of young people feeling heard ▪ Evaluation report completed annually 	<i>In progress for this quarter</i> <i>Delivered across all quarters</i>
	Ensuring youth friendly service provision <i>Working with young people to ensure Kingston Youth Services continues to be welcoming and easy to reach.</i>	Feedback Survey	All	Feedback gathered via regular surveys <ul style="list-style-type: none"> ▪ At minimum 80% indicate satisfaction ▪ At minimum 80% report feeling heard ▪ At minimum 80% indicate Kingston Youth Services provides a safe and inclusive environment. ▪ Review annually with Youth Advisory Committee 	<i>In progress for this quarter</i> <i>Delivered across all quarters</i>

KEY DIRECTIONS	ACTIONS	PROGRAMS / EVENTS / SERVICES / NETWORKS	CONTRIBUTING STAFF (ROLES)	KPIs	EVIDENCE OF PROGRESS
2.2 The efforts and contributions of young people are recognised and rewarded	Celebrating young people's talents, achievements and contributions <i>Delivering a series of events which celebrates the talents, achievements and contributions of young people in our local community.</i>	Youth Awards	TL	<ul style="list-style-type: none"> Minimum of 5 nominations per year Produce a summary report collating all nominees' achievements Image and copy of each nominee for social media channels Awards event 	<i>In progress for this quarter</i> <i>Increase the number of nominations for 2023</i>
		Annual Youth Art Expo in partnership with Kingston Arts	YW	<ul style="list-style-type: none"> Number of entries Showcase of artwork Exhibition and event provided 	<i>In progress for this quarter</i>
		P81 Events	YW	<ul style="list-style-type: none"> 5 youth-led (planned, organised and run events) annually Number of opportunities provided to young people 	<i>In progress for this quarter</i> <i>Delivered across all quarters</i>
	Showcasing positive stories about young people through media channels <i>Using new and current media channels to regularly share a variety of stories about the efforts and journeys of young people.</i>	Social Media Channels (Instagram, Facebook and Website) <i>Explore emerging need from survey in relation to YouTube as a point of accessing information</i>	YP&DO	<ul style="list-style-type: none"> Image and bio of each Youth Advisory Committee (YAC) member Image and bio of each Junior Councillor 	<i>In progress for this quarter</i> <i>Delivered across all quarters</i>
			YW	<ul style="list-style-type: none"> Highlight the achievements of program participants across social media channels 	<i>In progress for this quarter</i> <i>Delivered across all quarters</i>
	Facilitating youth leadership and consultation	Youth Advisory Committee (YAC)	YP&DO and YWC	<ul style="list-style-type: none"> Minimum of 10 members per group (12-17) Minimum of active participation of 80% in all meetings 	<i>In progress for this quarter</i> <i>Delivered across all quarters</i>

KEY DIRECTIONS	ACTIONS	PROGRAMS / EVENTS / SERVICES / NETWORKS	CONTRIBUTING STAFF (ROLES)	KPIs	EVIDENCE OF PROGRESS
	<i>Ensure that young people have a genuine voice and contribution when participating in Kingston Youth Services leadership programs and consultation processes.</i>			<ul style="list-style-type: none"> Pre, mid and post experience surveys completed. Notes recorded for all meetings Annual workplan developed Demonstrated participation (at minimum) 3 consultations per year 3 guest speakers per year (other Council Departments) 	
		Young Women's Leadership Program	YP&DO in partnership with external organisation/s	<ul style="list-style-type: none"> Minimum of 10 participants 10 sessions provided 1 celebratory event Image and bio of each participant Pre and post experience surveys completed Bi-annual Engage! progress report % of participants satisfied with service provided % of young people feeling safe and included % of young people feeling heard Evaluation report completed annually 	<i>Commence delivering in 2023</i>
		Westall Leadership Program	YP&DO	<ul style="list-style-type: none"> Minimum of 10 participants 8 sessions provided 1 celebratory event Pre and post experience surveys completed 	<i>Commence delivering in 2023</i>

KEY DIRECTIONS	ACTIONS	PROGRAMS / EVENTS / SERVICES / NETWORKS	CONTRIBUTING STAFF (ROLES)	KPIs	EVIDENCE OF PROGRESS
				<ul style="list-style-type: none"> ▪ Bi-annual Engage! progress report ▪ % of participants satisfied with service provided ▪ % of young people feeling safe and included ▪ % of young people feeling heard ▪ Evaluation report completed annually 	
		Junior Council	YP&DO in partnership with Governance team and Chelsea Rotary	<ul style="list-style-type: none"> ▪ Monthly meetings delivered ▪ 1 training session held per year ▪ Minimum active participation of 80% in all meetings ▪ Pre and post experience surveys completed ▪ % of participants satisfied with service provided ▪ % of young people feeling safe and included ▪ % of young people feeling heard ▪ Evaluation report completed annually 	<i>In progress for this quarter</i> <i>Delivered across all quarters</i>
	2.3 Young people are valued and acknowledged in their community <i>Promoting the achievements and impact of young people</i> <i>Highlighting the valuable impact of young people's contributions across</i>	Youth Awards	TL	<ul style="list-style-type: none"> ▪ Minimum of 5 nominations per year ▪ Produce a summary report collating all nominees' achievements ▪ Image and copy of each nominee for social media channels ▪ Awards event 	<i>In progress for this quarter</i> <i>Delivered across all quarters</i>

KEY DIRECTIONS	ACTIONS	PROGRAMS / EVENTS / SERVICES / NETWORKS	CONTRIBUTING STAFF (ROLES)	KPIs	EVIDENCE OF PROGRESS
	<i>programs and services.</i>				
		Junior Council	YP&DO	<ul style="list-style-type: none"> Image and bio taken of each Junior Councillor and promoted on social media channels Attend Council Ordinary Meeting for official welcome Celebration event at the conclusion of term 	<i>In progress for this quarter</i> <i>Delivered across all quarters</i>
		School and community-based programs (QIK, FReeZA, Universal, YA Chat etc)	All	<ul style="list-style-type: none"> Highlight the achievements of program participants across social media channels 	<i>In progress for this quarter</i> <i>Delivered across all quarters</i>
		Annual volunteer appreciation dinner (Council wide event)	All	<ul style="list-style-type: none"> Invitation to all young people volunteering through Kingston Youth Services Number of young people attending Showcase achievements and contributions on social media channels 	<i>In progress for this quarter</i>

KEY DIRECTIONS	ACTIONS	PROGRAMS / EVENTS / SERVICES / NETWORKS	CONTRIBUTING STAFF (ROLES)	KPIs	EVIDENCE OF PROGRESS
Priority 3: Kingston's young people are engaged					
3.1 Young people feel safe, connected and a sense of belonging	<p>Ensuring young people have a genuine voice and input</p> <p><i>Providing opportunities for young people to have direct input into Council plans, programs and services and ensuring that youth participation principles are applied.</i></p>	All programs, activities, events and services	All	<ul style="list-style-type: none"> ▪ Youth Participation Policy reviewed annually with young people ▪ Conduct pre and post feedback surveys for programs and services ▪ Develop evaluation report for each program/activity/event including recommendations from young people (minimum of 3 quotes) ▪ Demonstrated participation of young people in the planning and development of programs/ sessions documented via case notes/meeting minutes 	<p><i>In progress for this quarter</i></p> <p><i>Delivered across all quarters</i></p>
3.2 Young people have multiple points of access	<p>Partnering with others to increase visibility in the community</p> <p><i>Increasing outreach efforts, having a visible presence at Council events, partnering and co-branding youth events and communicating via school and community newsletters.</i></p>	Community Events	All	<ul style="list-style-type: none"> ▪ Number of sessions and events delivered ▪ Number of youth attendees 	<p><i>In progress for this quarter</i></p> <p><i>Delivered across all quarters</i></p>
		Newsletter dissemination	All	<ul style="list-style-type: none"> ▪ Regular sharing of information to school and community-based newsletters 	<p><i>In progress for this quarter</i></p> <p><i>Delivered across all quarters</i></p>
3.3 Young people are involved and		Internships (18-25 year olds)	YP&DO	<ul style="list-style-type: none"> ▪ 2 Internship opportunities developed annually 	<p><i>In progress for this quarter</i></p>

KEY DIRECTIONS	ACTIONS	PROGRAMS / EVENTS / SERVICES / NETWORKS	CONTRIBUTING STAFF (ROLES)	KPIs	EVIDENCE OF PROGRESS
have a voice in local matters that affect them	Partnering with teams across Council departments			<ul style="list-style-type: none"> Pre and post experience survey Workplans completed Evaluation completed 	<i>Delivered across all quarters</i>
	<i>Having a visible presence in the community and building organisational capacity to consistently access and engage with young people.</i>	Youth Advisory Committee (YAC)	YP&DO & YWC	<ul style="list-style-type: none"> Demonstrated participation in minimum of 3 consultations per year 3 guest speakers per year (other Council Departments) 	<i>In progress for this quarter</i> <i>Delivered across all quarters</i>
		Co-Design Projects	YP&DO	<ul style="list-style-type: none"> One new project developed annually 	<i>Commence delivery in 2023</i>
	Increasing our engagement with young people aged 18-25 <i>Increased efforts in understanding the needs of 18-25 year olds and providing additional services.</i>	Youth Advisory Committee (YAC)	YP&DO & YWC	<ul style="list-style-type: none"> Minimum of 10 members per group (18-25) Pre, mid and post experience surveys completed. Minimum of active participation of 80% in all meetings Notes recorded for all meetings Annual workplan developed Demonstrated participation in minimum of 3 consultations per year 3 guest speakers per year (other Council Departments) 	<i>In progress for this quarter</i> <i>Delivered across all quarters</i>

KEY DIRECTIONS	ACTIONS	PROGRAMS / EVENTS / SERVICES / NETWORKS	CONTRIBUTING STAFF (ROLES)	KPIs	EVIDENCE OF PROGRESS
Priority 4: Kingston's young people are engaged					
4.1 Young people are supported to make informed choices and manage transition	Partnering to deliver tailored workshops	Financial Literacy Workshops	YWC	<ul style="list-style-type: none"> 5 sessions provided annually 75 young people serviced annually Bi-annual Engage! progress report Pre and post experience surveys completed % of participants satisfied with service provided % of young people feeling safe and included % of young people feeling heard Evaluation report completed annually 	<i>In progress for this quarter</i> <i>Delivered across all quarters</i>
	<i>Covering life skills and general knowledge around financial literacy.</i>	Online Cooking program for 18-25 year olds	YW	<ul style="list-style-type: none"> 16 sessions provided annually 40 young people serviced annually Bi-annual Engage! progress report Pre and post experience surveys completed % of participants satisfied with service provided % of young people feeling safe and included % of young people feeling heard Evaluation report completed annually 	<i>In progress for this quarter</i> <i>Delivered across all quarters</i>
	Strengthening support to Grade 6 and Year 7 students	Grade 6 Support Program	YW	<ul style="list-style-type: none"> Minimum of 20 sessions of Grade Six Support Program delivered 	<i>Delivered across October-November period</i>

KEY DIRECTIONS	ACTIONS	PROGRAMS / EVENTS / SERVICES / NETWORKS	CONTRIBUTING STAFF (ROLES)	KPIs	EVIDENCE OF PROGRESS
	<i>Delivering a series of informative sessions developed to support and prepare students during peak transition times.</i>			<ul style="list-style-type: none"> Number of young people in attendance Pre and post surveys completed Evaluation report completed annually. 	
		Year 7 Engagement Activities	YW	<ul style="list-style-type: none"> Minimum of 20 sessions of Year 7 Engagement activities delivered Number of young people in attendance Evaluation report completed annually. 	<i>In progress for this quarter</i> <i>Delivered across all quarters</i>
4.2 Young people to gain transferable skills to strengthen employment options	Facilitating work-ready workshops and accredited training <i>Providing fully funded opportunities for young people to increase their capacity to seek employment.</i>	Work Ready Workshops and Short Courses	YW & YWC	<ul style="list-style-type: none"> 5 work ready workshops delivered annually 75 young people serviced annually (work ready) Minimum of 40 participants annually (short courses) Minimum of 3 short courses offered quarterly Bi-annual Engage! progress report Pre and post experience surveys completed (work ready) % of participants satisfied with service provided (work ready) % of young people feeling safe and included (work ready) % of young people feeling heard (work ready) Verbal/email feedback received for short courses 	<i>In progress for this quarter</i> <i>Delivered across all quarters</i>

KEY DIRECTIONS	ACTIONS	PROGRAMS / EVENTS / SERVICES / NETWORKS	CONTRIBUTING STAFF (ROLES)	KPIs	EVIDENCE OF PROGRESS
				<ul style="list-style-type: none"> Evaluation report completed annually 	
	Collaborating with key stakeholders to enhance young people's opportunities for employment	Annual BGKLEN Careers Expo	YW	<ul style="list-style-type: none"> Participation in 1 expo per year Information disseminated to participants 	<i>To be delivered in 2023</i>
	<i>Delivering a series of community-based sessions where young people have access to key opportunities for employment in their local communities.</i>	Local careers expo	YP&DO	<ul style="list-style-type: none"> One event held annually Number of young people participating Post experience survey completed Bi-annual Engage! progress report Evaluation report completed annually 	<i>To be delivered in 2023</i>
	Increasing young people's opportunities for paid employment	Paid youth opportunities (FReeZA)	YW	<ul style="list-style-type: none"> Number of youth opportunities provided 	<i>In progress for this quarter</i> <i>Delivered across all quarters</i>
	<i>Providing pathways for young people to gain paid opportunities across services and programs within Kingston Youth Services.</i>	Paid youth opportunities (Engage!)	YW	<ul style="list-style-type: none"> Number of youth opportunities providers 	<i>In progress for this quarter</i> <i>Delivered across all quarters</i>
4.3 Meaningful developmental opportunities are available to young people	Co-designing services and programs <i>Providing opportunities for young people to participate in the development of new</i>	Youth Participation Framework (policy)	YP&DO	<ul style="list-style-type: none"> One new project developed annually Annual review of youth participation framework with Youth Advisory Committee Demonstrated participation of young 	<i>Commence delivering in 2023.</i>

KEY DIRECTIONS	ACTIONS	PROGRAMS / EVENTS / SERVICES / NETWORKS	CONTRIBUTING STAFF (ROLES)	KPIs	EVIDENCE OF PROGRESS
	<i>and revised programs and services provided by Kingston Youth Services.</i>			<ul style="list-style-type: none"> people in the planning and development of programs ▪ Evaluation report completed annually 	
	Creating short term internship opportunities <i>Collaborating with others to provide opportunities that allows young people to be gain hands on experience.</i>	Internships (18-25 year olds)	YP&DO	<ul style="list-style-type: none"> ▪ 2 Internship opportunities developed annually ▪ Pre and post experience surveys ▪ Workplan completed ▪ Evaluation completed 	<i>In progress for this quarter</i> <i>Delivered across all quarters</i>
	Increase local youth volunteering opportunities <i>Facilitating volunteering options where young people can connect, interact, develop new relationships within the wider community.</i>	FReeZA (P81 Events) and Engage! programs (Universal) Youth Advisory Committee (YAC)	YW Youth Advisory Committee (YAC)	<ul style="list-style-type: none"> ▪ At minimum 24 participants annually ▪ Bi-annual Engage! progress report ▪ Pre, mid and post experience surveys completed ▪ % of participants satisfied with service provided ▪ % of young people feeling safe and included ▪ % of young people feeling heard ▪ Evaluation report completed annually 	<i>In progress for this quarter</i> <i>Delivered across all quarters</i>
				<ul style="list-style-type: none"> ▪ 20 opportunities provided ▪ Pre and post experience surveys completed ▪ Evaluation report 	<i>In progress for this quarter</i> <i>Delivered across all quarters</i>

Appendix 1: Overview of current monitoring, feedback and data capture approaches

Programs, events and support services	Tally counts		Formalised or documented feedback				Informal or internal insights	
	Times delivered	Registrations/ participants	Pre / post forms incl. satisfaction	Evaluation Report / Summary	Via email (saved in HPE)	Images / Videos	Verbal feedback	Case notes
Community Programs								
AYC Art Program	⊙	⊙	(post)	⊙	⊙	⊙	⊙	⊙
Cooking with AYC (Online Cook Bake Create)	⊙	⊙	(post)	⊙	⊙	⊙	⊙	⊙
Courses - workshops	⊙	⊙		⊙	⊙	⊙	⊙	
Courses - short courses	⊙	⊙		⊙	⊙	⊙	⊙	
Freeza P81 Events	⊙	⊙	⊙ & mid	⊙	⊙	⊙	⊙	⊙
Junior Council	⊙	⊙	⊙	⊙	⊙	⊙	⊙	
QIK	⊙	⊙	⊙ & mid	⊙	⊙	⊙	⊙	⊙
Universal	⊙	⊙	⊙	⊙	⊙	⊙	⊙	⊙
Volunteer program – youth (hours)	⊙	⊙			⊙	⊙	⊙	⊙
Youth Advisory Committee (12-17)	⊙	⊙	⊙ & mid	⊙	⊙	⊙	⊙	⊙
Youth Advisory Committee (18-25)	⊙	⊙	⊙ & mid	⊙	⊙	⊙	⊙	⊙
Young Women's Leadership	⊙	⊙	⊙	⊙	⊙	⊙	⊙	⊙
Community Events								
Junior Mayor		⊙	(post)	⊙	⊙	⊙	⊙	
Youth Awards and Youth Week		⊙		⊙	⊙	⊙	⊙	
Support Services								
Youth Work Support	⊙		(post)		⊙		⊙	⊙
Counselling	⊙		(post)		⊙		⊙	⊙

Appendix 2: Overview of operational reporting requirements and KPIs

Mechanisms for demonstrating the Kingston Youth Services team satisfies operational, funding and compliance requirements

REPORTING TASK	PURPOSE	PROGRAM / SYSTEM	CONTRIBUTING STAFF	KPIs	EVIDENCE OF PROGRESS
Internal reporting	Council Reporting	Interplan Council Report	TL	<ul style="list-style-type: none"> Quarterly progress reports on: <ul style="list-style-type: none"> % of clients satisfaction with youth work support and counselling 	
Document management	Internal Audits	HPE Audit	TL and YWC	<ul style="list-style-type: none"> Monthly review of documents and folders 	
		IRIS Audit	TL and YWC	<ul style="list-style-type: none"> Monthly review of case notes and client records 	
Acquittal reports to funding bodies	State Government Funding	FReeZA	TL and YW	<ul style="list-style-type: none"> Bi-annual progress reports Annual reports including financial acquittals 	
		ENGAGE	TL and Youth Work Team	<ul style="list-style-type: none"> Bi-annual progress reports Annual reports including financial acquittals 	
Staff training, accreditations and wellbeing	Staff wellbeing and development	Supervision	All	<ul style="list-style-type: none"> Fortnightly supervision for youth work team, YWC and YP&DO Monthly supervision for counselling and administration support 	
		MyKad Annual Review	All	<ul style="list-style-type: none"> 1 MyKad Yearly Conversation per staff member at minimum 	
		Training	All	<ul style="list-style-type: none"> Identified through supervision and agreed on in yearly conversation or as assessed 2 personal development sessions per year Unlimited Council systems training 1 representative on the Council Wellbeing Committee 	
Risk assessment and OHS compliance	Compliance	Police Checks	All and People Support	<ul style="list-style-type: none"> Undertaken every 3 years 	
		Working with Children Check	All	<ul style="list-style-type: none"> Undertaken every 5 years Direct line reports to check validity annually 	
		Child Safe Training and Procedure	All	<ul style="list-style-type: none"> As required 	

REPORTING TASK	PURPOSE	PROGRAM / SYSTEM	CONTRIBUTING STAFF	KPIs	EVIDENCE OF PROGRESS
		First Aid	All	<ul style="list-style-type: none"> First Aid Training undertaken every 3 years CPR Training undertaken every year Direct line report to update HPE with current certificates 	
		Fire Warden Training	OHS Representative	<ul style="list-style-type: none"> Undertaken every 6 months for each facility used by Youth Services (Platform 81 and AYC) 	
		Risk Assessments	All	<ul style="list-style-type: none"> Risk assessment completed for each program and event 	
		COVID Safe Plans	All	<ul style="list-style-type: none"> Implementation of COVID Safe Plans for Platform 81 when required Implementation of COVID Safe Practice Principles for AYC when required 	
Service review and planning	Reviews and Planning	Planning Day	All	<ul style="list-style-type: none"> Annual planning day to review and plan 	
		Strategy Review Meeting	All	<ul style="list-style-type: none"> Quarterly review meetings of strategy and action plans 	
Evaluation program	Continuous Improvement	Evaluation Report/ Summary	Youth Work Team and YP&DO	<ul style="list-style-type: none"> Evaluation Report/Summary completed for each program, activity and event 	

Appendix 3: Evaluating impact – participant feedback approach

Kingston Youth Services will aim to ensure a consistent surveying experience when seeking feedback from the community. Feedback from young people and the wider community assists with planning, service improvements and evaluation. Feedback will be collected anonymously for those participating. Positive feedback about young people's experiences and journeys may be shared via social media platforms and via quarterly and annual reporting.

Programs, services and events will stipulate the frequency of collection as outlined in Appendix 1.

To ensure a consistent approach to data collection and reporting, the following questions will be embedded in all surveys collected:

- **Participant satisfaction:** Overall, how satisfied are you with your program or service experience? Very dissatisfied / Dissatisfied / Satisfied / Very satisfied
- **Safe and inclusive:** Do you feel this program or service is providing a safe and inclusive environment? Yes / No. If no, why?
- **Youth voice/heard:** Do you feel your views and suggestions are being heard? Yes / No. If no, why?

Appendix 4: Evaluating impact – professional development and network reporting templates

A4.1 Reflecting and reporting back insights – professional development and networks

The purpose of this short form is to provide a template for Kingston Youth Services team members to:

- Reflect on the purpose of participation in professional development sessions and network meetings
- Determine the value of the session/meeting and how it has been beneficial
- Prompt the sharing of insights and resources with colleagues

Name of PD session or network	
Date of session/meeting	
Key insights for practice	
Good use of time, positive experience	<input type="checkbox"/> Yes <input type="checkbox"/> Mixed <input type="checkbox"/> No Why?
Recommend the session or meeting to others	<input type="checkbox"/> Yes <input type="checkbox"/> No Why?
Resources to share (if applicable)	Emailed to interested team members Saved on HPE Other?
Other comments?	

A4.2 Reporting back information shared by Kingston Youth Services with service providers and networks

The purpose of this short form is to provide a template for Kingston Youth Services team members to:

- Prompt the sharing of Kingston Youth Services information with service providers and networks
- Assist service providers and networks to understand and promote Kingston Youth services and programs to their clients
- Be a positive advocate for Kingston Youth Services to initiative collaboration and opportunities

Name of service provider/s or network	
Date information shared	
Type of information shared	Brochure/pamphlet Formal presentation Informal presentation Social media platforms Informal update <input type="checkbox"/> Other: (please state) _____
Reason for sharing information	<input type="checkbox"/> Advocacy <input type="checkbox"/> Funding/grant opportunity <input type="checkbox"/> Improve collaboration <input type="checkbox"/> Promote or raise awareness of KYS <input type="checkbox"/> Strengthen referral pathways/reduce barriers for young people <input type="checkbox"/> Other: (please state) _____
Outcomes	



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10. Infrastructure and Open Space Reports

Agenda Item No: 10.1

RESPONSE TO COUNCIL RESOLUTION - TRAFFIC MANAGEMENT IN CHELSEA

Contact Officer: Alex Reid, Traffic and Transport Engineer

Purpose of Report

This report responds to Council's Resolution of 22 March 2021 on a Local Area Traffic Management (LATM) plan for Chelsea (the area contained within Thames Promenade, Station Street, Glenola Road and Scotch Parade). The report recommends Council receive the findings of the LATM study and note a proposed program of traffic and parking measures. The report also recommends Council endorsement to proceed to public consultation on the proposed traffic and parking measures.

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. Receive the findings of the Local Area Traffic Management study;
2. Note the proposed program of traffic and parking measures; and
3. Proceed to public consultation on the proposed traffic and parking measures.

1. Executive Summary

Council's Resolution of 22 March 2021 sought to develop a Local Area Traffic Management plan (LATM) for Chelsea in the area contained within Thames Promenade, Station Street, Glenola Road and Scotch Parade. At its meeting of 23 August 2021, Council provided approval to undertake a LATM study in this area following the removal of the level crossings in Chelsea, Edithvale and Bonbeach, and sought a future report developing a LATM program and determining priorities. This report presents the results of the Chelsea LATM study. It sets out a program of proposed traffic and parking measures for Chelsea. The report also seeks endorsement to proceed to public consultation on the proposed traffic and parking measures.

2. Background

At its meeting on 22 March 2021, Council resolved that:

1. *Council notes the concerns raised by residents in relation to the safety of pedestrians and the significant traffic/parking issues in the Chelsea area and requests that:*
 - a. *Officers bring back a report on the potential development of a Local Area Traffic Management Plan for the area contained within Thames Promenade, Station Street, Glenola Road and Scotch Parade Chelsea.*
2. *The report is to consider but not limited to:*

- *Costs for the development of a Local Area Traffic Management Plan and associated time frames.*
 - *Scheduled or already commenced traffic works/road works or asset works that may be outside this project area but have an impact on traffic within this area.*
 - *Short term traffic/parking measures that could be put in place in this area and the surrounding streets to mitigate the impacts of the LGRP Works, Council Drainage/Asset works as well as the impacts of the Mordialloc Freeway Works.*
 - *Medium term traffic calming measures to improve pedestrian safety; particularly around St Josephs, Chelsea Primary School and Chelsea Kinder.*
 - *Long term traffic and parking measures to improve traffic flow and pedestrian safety in this area and the surrounds (noting that this may need to be reassessed in 12 -24 months once that impact of the significant traffic changes occurring due to the above works are known i.e. Thames Prom extending over the rail and Mordialloc Freeway Works).*
 - *Any planned projects that may already be underway (whether in planning or capital works). I.e. pedestrian crossings, traffic lights etc.*
3. *That this report be received no later than the July Meeting of Council.*

At its meeting on 23 August 2021, Council resolved:

That Council:

1. *Provide approval to undertake the Chelsea Local Area Traffic Management study following completion of Level Crossing Removal Projects and other major transport projects in the area in mid-2022 and report back on the finding of these investigations; and*
2. *Receive a future report outlining the proposed process for developing a Local Area Traffic Management program and determining priorities.*

In 2020, Council adopted the Kingston Integrated Transport Strategy (KITS). The KITS is a high-level umbrella document that sets the direction for the management of transport and under which additional transport strategies sit. One action set out in the KITS is to develop a program of LATM works in local streets that have been identified as traffic trouble spots.

3. Discussion

3.1 Findings of the LATM study

The findings of the LATM study are set out in detail in Appendix 1. The main results were:

- Speeds within the study area are at or below the default speed limit of 50km hour.
- With the exception of Fowler Street, traffic flows are within the range expected for local streets.
- Traffic levels on Drinan Road and Fowler Street are largely unchanged by the removal of the level crossings.
- Traffic volumes increased at the eastern end Argyle Avenue (between Fowler St and Scotch Pde) probably due to drivers using Scotch Parade and then cutting through to access Argyle Avenue.
- Flows on the western end of Chelsea Road (between Station St and Drinan Road) reduced substantially due to the closure of the level crossing.

- The eastern end of Catherine Avenue (between Flower St to Scotch Parade) has relatively high traffic flows - probably due to drivers using Scotch Parade then cutting through to access Fowler Street.
- Drinan Road, Scotch Parade and Fowler Street have the highest levels of through traffic during peak traffic periods. However, some of this through traffic may be associated with school drop-off and pick-up.
- At the intersection of Drinan Road, Catherine Avenue and Fowler Street – the highest flows in the peak hours were between Drinan Road and Fowler St. Vehicles turning from and to the eastern side of Catherine Avenue into Fowler St was also high – probably to connect to Scotch Parade.
- Between a third and a half of car drivers making the right turn from Catherine Avenue into Drinan Road drove over the existing painted island.
- There have only been two casualty crashes within the study area in the last five years.
- Parking demand across the study area peaked at 1:30pm (with about 65% of spaces used on a weekday and 46% on a Saturday). This peak demand was higher in Blantyre Avenue, Catherine Avenue and Sherwood Avenue on Weekdays, and Chelsea Road, Blantyre Avenue and Catherine Avenue on the Saturday.

3.2 Local Area Traffic Management Plan

The following traffic and parking measures are proposed in the study area to create more acceptable levels of speed, volume and through traffic in the study area and improve general amenity (see Figure 7 in Appendix 1).

- Flush raised platform (flat top speed humps) at the children's crossing on Argyle Avenue and Fowler St (south of Argyle Avenue). These will help further reduce speeds and improve road safety close to St Joseph's Catholic School and Chelsea Primary School.
- Speed humps on Drinan Road and Fowler Street. These will help reduce levels of through traffic on Fowler Street and the eastern end of Catherine Avenue.
- Speed cushions on the approaches to the children's crossing a Woodbine Grove. These will help improve safety at the children's crossing close to St Joseph's Catholic School.
- Semi-mountable splitter island and pedestrian refuge at Drinan Road north of Catherine Avenue. This will help reduce incidents of drivers cutting the right turn at this intersection.
- Sharrows painted in prominent positions on routes used by cyclists e.g. Catherine Av, Fowler St and Argyle Av. Sharrows are road markings consisting of a bicycle symbol and two chevron markings. These will help raise awareness of motorists about cyclists using these cycle routes.
- Lower existing 4-hour parking restrictions to 3-hour parking to further reduce commuter parking.
- Extend weekday restrictions to 1pm on a Saturday to further reduce commuter parking.

These measures will help create acceptable levels of speed, volume and through traffic in the area and improve general amenity (such as safety and reduced commuter parking).

4. Consultation

4.1 Internal Consultation:

Traffic Transport Team (including Community Road Safety Officer) have been consulted. Council's Sustainable Transport Officer (Environmental Planning Team) has also been consulted. Traffic and Transport Team have received feedback from The Strategic Communications and Engagement Team about the Communications approach set out below.

Group	Method
Key Stakeholders Residents in the surrounding area, affected businesses, local schools, clubs within Chelsea Recreation Reserve, Chelsea Manor Aged Care Centre, Chelsea Kindergarten, Chelsea Library, the Municipal Offices, Longbeach Place, Scope, Chelsea World of Learning, Kindy Patch.	Direct mail out to neighbouring residents and properties within the study area. Target traders' association. Have a stall at Chelsea Makers' Market (to be determined). Footpath decals outside schools.
General community	Your Kingston your say page. Social media targeting community Facebook groups – such as Chelsea Edithvale Aspendale Mordialloc Community Hub.
Advisory Committees	Safety Advisory Committee – send through as an item for agenda.
Targeted groups	School students and parents – decals and email to schools newsletter content. Sport club at reserve – Corflute signs. Chelsea maternal Decal.

5. Compliance Checklist

5.1 Council Plan Alignment

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

Strategy: Manage movement around the city, including traffic and parking, to make community activities accessible

The proposed Chelsea LATM plan will help create acceptable levels of speed, volume and through traffic and improve the general amenity including safety, and reduced commuter parking.

5.2 Governance Principles Alignment

Principle (c) - the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

The proposed traffic management measures will improve safety in the study area, encourage active travel to schools, and to stations, and improve general amenity.

5.3 Financial Considerations

There are no financial considerations at this stage as this report seeks approval to consult on proposed traffic measures. Should the consultation show support for these measures, the cost of installing the treatments is estimated at about \$200,000 and funding could be considered through future budget projects.

5.4 Staff Resources

Traffic and Transport Team will undertake public consultation as part of the day to day duties.

5.5 Risk considerations

There are no risks considerations. These measures will help create acceptable levels of speed, volume and through traffic in the study area and improve general amenity, including safety.

Appendices

Appendix 1 - Chelsea LATM Findings (Ref 22/295174) 

Author/s:	Alex Reid, Traffic and Transport Engineer
Reviewed and Approved By:	Charles Turner, Manager Infrastructure Samantha Krull, General Manager Infrastructure and Open Space

10.1

RESPONSE TO COUNCIL RESOLUTION - TRAFFIC MANAGEMENT IN CHELSEA

1	Chelsea LATM Findings	293
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Local Area Traffic Management Study in Chelsea

Aim

This report summarises the findings and recommendations for a Local Area Traffic Management Study of the area contained within Thames Promenade, Station Street, Glenola Road and Scotch Parade, Chelsea.

Figure 1 : Chelsea LATM – Survey area, bike routes and local road network



Traffic Management in Chelsea

Purpose

Purpose of a Local Area Traffic Management Study

The purpose of a Local Area Traffic Management Study (LATM) is to create acceptable levels of speed, volume and composition of traffic within a local area and thereby reduce road crashes and improve the general amenity of the area. This is achieved by modifying the street environment through the installation of various control devices in a traffic management scheme.

Background on Study Area

The streets within the study area are all local roads (see Figure 1).

The following land uses are located within or close to the study area (see Figure 1):

- About 1100 residential properties.
- Chelsea Recreation Reserve (with associated football, tennis and bowling clubs) and Bluecross Chelsea Manor aged care centre at Beardsworth Avenue.
- St Joseph's Catholic School and Church and Chelsea Primary School are located on Argyle Avenue. Chelsea Kindergarten is located at 36 Glenola Road.
- Chelsea library and Municipal Offices, and Longbeach Place are accessible from Chelsea Road.
- Chelsea Maternal and Child Health, Chelsea Police Station, and Longbeach RSL are within the study area near Thames Promenade and Station Street.
- Bicentennial Park is located to the east of Scotch Parade, including the playground and the Chelsea & District Netball Association
- Scope is accessed from Scotch Parade near Thames Promenade.
- Chelsea World of Learning is located in Woodbine Grove, and Kindy Patch is located on Blantyre Avenue.
- Several shops front Station Street between Chelsea Road and Catherine Avenue.
- The new station and car park is located on Station St towards Catherine Avenue.

The following streets have existing traffic measures (highlighted in yellow in Figure 7):

- Speed humps on Catherine Avenue between Station Street and Scotch Parade.
- Chicanes and road narrowing on Sherwood Avenue between Station Street and Fowler Street.
- Kerb outstands and a speed hump on Glenola Road outside the Kindergarten.
- Kerb outstands at the children's crossings located on Argyle Avenue outside St Joseph's School and Chelsea Primary School.
- Kerb outstands on Fowler Street at its intersection with Catherine Avenue, Sherwood Avenue, Woodbine Grove, Argyle Avenue and Glenola Road.
- Kerb outstands at the children's crossings located on Fowler Street, south of Argyle Avenue.
- A roundabout on Fowler Street at Argyle Avenue.
- Splitter islands at Woodbine Grove intersection with Fowler St and at Chelsea Road intersection with Drinan Road.
- There are also speed humps on Scotch Parade.

With the exception of the western end of Sherwood Avenue, Glenola Road and the northern end of Beardsworth Avenue most roads are reasonably wide at 9m or more (Table 4).

The 875 bus route runs along Argyle Avenue between Station St and Fowler St – before turning south towards Glenola Road.

The default speed limit of 50km/hr applies on most roads with some local 40km/hr limits around St Joseph's and Chelsea Primary Schools (see Figure 8).

There are bike routes on Fowler St, Catherine Avenue and Argyle Avenue (indicated in green and yellow in Figure 1).

Traffic Management in Chelsea

Main Findings

Local Area Traffic Management Study – Survey results

Surveys were undertaken in June 2022 – following the completion of the level crossing removals at Chelsea, Edithvale and Bonbeach.

Speeds and Traffic Flows

The 2022 traffic surveys supplemented previous surveys within the study area (see Figure 2). The 2022 counts are highlighted in red in Table 1. The data shows:

- 85% speeds within the study area are at or below default speed limit of 50km hour. The 85 percentile speed is the speed that 85% vehicles travel at or below. It is a measure used throughout Australia to determine if speeds warrant traffic management measures.
- With the exception of Fowler Street traffic flows are within the range expected for a local street i.e. less than 2,000-3,000 a day for an access street level 2 as set out in the Kingston Planning Scheme 56.06-8.
- Drinan Road and Fowler Street have the highest flows, reflecting the use of these north-south roads by some through traffic. The levels are largely unchanged by the level crossing removals.
- Argyle Avenue also has relatively high flows at as it provides access to Station Street/Nepean Highway and Chelsea Shopping precinct via Maury Road and the schools. While traffic the levels at the western end (between Station St and Fowler St) are similar to previous surveys, they have increased at the eastern end (between Fowler St and Scotch Pde) – probably due to drivers using Scotch Parade and then cutting through to access Argyle Avenue.
- Traffic flows on the western end of Chelsea Road (between Station St and Drinan Road) have reduced substantially (from 1,270 to 500 vehicles a day) since the closure of the level crossing (at Chelsea Road/Station Street/Nepean Highway).
- The eastern end of Catherine Avenue (between Flower St to Scotch Parade) has relatively high traffic flows (1,200 vehicles a day) probably due to drivers using Scotch Parade then cutting through to access Fowler St.

Origin and Destination Surveys

The origin and destination surveys (Figure 3 and Table 2) show Drinan Road, Scotch Parade and Fowler Street having the highest levels of through traffic during the two-hour a.m. and p.m. peak periods. However, some of this 'through traffic' may be associated with school drop-off and pick-up.

- The main destinations for through traffic entering Drinan Road (at Thames Promenade) was Fowler St (south of Argyle Avenue).
- The main destinations for through traffic entering Scotch Parade (at Thames Promenade) was Argyle Avenue (east of Station St) and Fowler St (south of Argyle Av).
- Through traffic entering Fowler St (south of Argyle Av) mainly sought destinations at Argyle Av (east of Station St), Drinan Road and Scotch Pde at Thames Prom.

Traffic Management in Chelsea

Main Findings

Intersection of Drinan Road, Catherine Avenue and Fowler St.

Traffic counts at the intersection of Drinan Road, Catherine Avenue and Fowler Street (Table 3) in the a.m. and p.m. peak hour show:

- High levels of traffic from Fowler Street heading towards Drinan Road and Scotch Parade (via Catherine Avenue).
- High levels of traffic from Drinan Road heading towards Fowler Street.
- High levels of traffic from the eastern approach of Catherine Avenue turning left towards Fowler St.
- Of car drivers making the right turn from Catherine Avenue into Drinan Road between a third and a half drove over the painted island. A small number of trucks also made the right turn and drove over the painted island.
- Only small numbers of pedestrians crossed Drinan Road at its approach near Catherine Avenue.

Casualty Crashes

Figure 4 shows there have only been two casualty crashes within the study area in the last five years, with no consistent trend to these crashes which are distributed over the study area – rather than focussed at a specific location. Typically to receive National blackspot funding three or more casualty crashes are required at one location and follow a clear pattern.

Parking Surveys

Parking surveys were undertaken on at the western side of the survey area (closest to the station) between 6am and 10pm (see Figure 5). The surveys showed (see Figure 6):

- Over the parking survey area as a whole, levels of parking peaked at 1:30pm at about 65% on a weekday and 46% on a Saturday.
- On the Weekdays – the peak was higher (between 70-80%) in Blantyre Avenue, Catherine Avenue and Sherwood Avenue. This suggests the existing 4-hour parking restrictions could be lowered to 3-hour parking to further reduce commuter parking in these streets and in Chelsea Road.
- On the Weekdays in Woodbine Grove, and Argyle Avenue – the peak parking was associated with school pickup and drop-off periods.
- In Drinan St and Fowler St – parking levels were consistent with the average of the area as a whole on the weekdays.
- On the Saturday – parking peaked at 70-80% in Chelsea Road, Blantyre Avenue and Catherine Avenue – suggesting weekday restrictions could be extended to 1pm on a Saturday in these streets.

Possible Traffic Management Measures

Figure 7 shows the existing traffic measures in the area (indicated in yellow). It also show the following additional proposed traffic management (indicated in red).

- Flush raised platform at the children's crossing (designed to accommodate buses) on Argyle Avenue and Fowler St.
- Speed humps on Drinan Road and Fowler St.
- Speed cushions on the approaches to the children's crossing a Woodbine Grove.
- Semi-mountable splitter island and pedestrian refuge at Drinan Road north of Catherine Avenue.
- Sharrows in prominent positions on routes used by cyclists e.g. Catherine Av, Fowler St and Argyle Av. Sharrows are 'share lane markings' consisting of a bicycle symbol and two chevron markings. They are used to help raise awareness of motorists of cyclists, direct cyclists on a particular route, and highlight to all road users that cyclists can ride in the centre of the lane e.g. where roads narrows – such as a kerb outstands and approaches to roundabouts.

Figure 2 : Chelsea LATM - vehicle surveys

Speed and Volume
ATC – 1 week

1. Chelsea Rd - No. 8
2. Chelsea Rd - No.19
3. Chelsea Rd - No. 68
4. Blantyre Av - No. 17
5. Blantyre Av - No. 31
6. Blantyre Av - No. 58
7. Catherine Av - No. 24
8. Catherine Av- No. 60
9. Catherine Av - No. 88
10. Sherwood Av - No. 24
11. Sherwood Av - No. 50
12. Sherwood Av - No. 54
13. Sherwood Av - No. 70
14. Sherwood Av - No. 74
15. Woodbine Gr - No. 5
16. Woodbine Gr - No. 24
17. Woodbine Gr – No. 54
18. Woodbine Gr- No. 69
19. Argyle Av - No. 2
20. Argyle Av - No. 6
21. Argyle Av - No. 19/20
22. Argyle Av - No. 31
23. Argyle Av - No. 62
24. Argyle Av - No. 68
25. Glenola Road - No. 22
26. Drinan Rd - No. 37 Chelsea Rd
27. Drinan Rd - No. 17
28. Drinan Rd - No. 45 Catherine Av
29. Fowler St - No. 5
30. Fowler St - south of Argyle Av near school crossing



Table 1: Chelsea LATM - vehicle surveys

Location of Traffic Counters	Location 2	Start date	2-Way	NB EB	SB WB	AM Peak 2-way	PM Peak 2-way	85%	Average Speed	% Heavy*
Chelsea Road - No. 19	Station St to Drinan Rd	23/10/2009	1,180	568	613	79	114	52	43	2.1
Chelsea Road - No. 19	Station St to Drinan Rd	28/04/2017	1,241	562	679	102	131	47	41	1.4
Chelsea Road - No. 8	Station St to Drinan Rd	09/01/2019	1,267	544	723	98	100	35	30	5.8
Chelsea Road - No. 8	Station St to Drinan Rd	11/02/2019	1,284	561	723	98	115	35	29	6.4
Chelsea Road - No. 19	Station St to Drinan Rd	01/06/2022	518	264	254	37	56	46	39	5.6
Chelsea Road - No. 68	Drinan Rd to Beardsworth Av	14/02/2017	271	135	136	17	23	45	38	5.6
Chelsea Road - No. 68	Drinan Rd to Beardsworth Av	01/06/2022	181	87	94	15	17	45	39	7.0
Blantyre Avenue - No. 17	Station St to Drinan Rd	11/05/2009	689	409	280	75	79	54	44	3.6
Blantyre Avenue - No. 31	Station St to Drinan Rd	15/03/2015	814	447	367	100	82	49	39	2.8
Blantyre Avenue - No. 31	Station St to Drinan Rd	01/06/2022	460	217	243	36	53	47	41	2.9
Blantyre Avenue - No. 58	Drinan Rd to Beardsworth Av	01/06/2022	186	99	87	19	26	42	38	3.4
Catherine Avenue - No. 24	Station St to Fowler St	01/06/2022	507	264	243	51	53	43	38	2.4
Catherine Avenue - No. 60	Flower St to Beardsworth Av	01/06/2022	1,252	689	563	140	131	43	39	2.2
						88/eb 52/wb	53/eb 78/wb			
Catherine Avenue - No. 88	Beardsworth Av to Scotch Pde	23/10/2018	797	363	434	57	83	34	29	3.9

*Heavy = Vehicles greater than 5.5m in length.

Location of Traffic Counters	Location 2	Start date	2-Way	NB EB	SB WB	AM Peak 2-way	PM Peak 2-way	85%	Average Speed	% Heavy*
Sherwood Avenue – No. 24	Station St to Fowler St	01/06/2022	461	245	216	46	68	44	39	3.2
Sherwood Avenue - No. 54	Fowler St to Scotch Pde	16/11/2015	797	326	472	53	82	53	45	2.6
Sherwood Avenue - No. 74	Fowler St to Scotch Pde	04/02/2021	837	325	512	76	84	43	38	2.1
Sherwood Avenue - No. 70	Fowler St to Scotch Pde	25/02/2021	848	324	524	72	88	51	44	2.5
Sherwood Avenue - No. 54	Fowler St to Scotch Pde	01/06/2022	893	406	487	101	92	50	43	2.3
Sherwood Avenue – No. 50	Fowler St to Scotch Pde	23/07/2022	733	277	456	87	74	49	43	4.0
Woodbine Grove - No. 24	Station St to Fowler St	27/03/2007	697	311	386	113	56	56	45	6.0
Woodbine Grove - No. 24	Station St to Fowler St	08/11/2010	675	305	370	129	85	50	41	1.4
Woodbine Grove - No. 5	Station St to Fowler St	18/03/2014	728	331	397	139	78	49	42	3.2
Woodbine Grove - No. 5	Station St to Fowler St	01/08/2017	732	316	416	144	84	47	40	2.8
Woodbine Grove - No. 5	Station St to Fowler St	18/10/2017	658	297	361	123	65	47	39	1.8
Woodbine Grove - No. 24	Station St to Fowler St	01/06/2022	566	252	314	127	77	44	38	2.3
Woodbine Grove - No. 69	Fowler St to Scotch Pde	25/08/2016	667	249	418	72	73	51	43	1.7
Woodbine Grove - No. 54	Fowler St to Scotch Pde	01/06/2022	794	344	450	75	90	49	42	3.3
Argyle Avenue - No. 19/20	Station St to Fowler St	08/11/2010	1,984	1,093	891	167	199	52	43	3.3
Argyle Avenue - No 19/20	Station St to Fowler St	18/03/2014	2,024	1,107	917	168	191	53	47	3.9
Argyle Avenue - No. 6	Station St to Fowler St	18/10/2017	2,121	1,162	959	168	200	49	42	3.7
Argyle Avenue - No 31	Station St to Fowler St	18/10/2017	2,190	1,194	996	197	197	44	38	3.3
Argyle Avenue - No. 2	Station St to Fowler St	09/01/2019	2,164	1,173	991	144	184	43	38	3.2
Argyle Avenue - No. 2	Station St to Fowler St	11/02/2019	2,398	1,297	1,101	194	220	43	37	3.1
Argyle Avenue – No. 20-22	Station St to Fowler St	01/06/2022	2,176	1,105	1,071	220	199	49	42	5.7

*Heavy = Vehicles greater than 5.5m in length.

Location of Traffic Counters	Location 2	Start date	2-Way	NB EB	SB WB	AM Peak 2-way	PM Peak 2-way	85%	Average Speed	% Heavy*
Argyle Avenue - No. 68	Fowler St to Scotch Pde	23/10/2009	1,041	470	571	78	99	57	48	3.5
Argyle Avenue - No. 68	Fowler St to Scotch Pde	01/06/2022	1,599	686	913	162	165	52	45	5.2
Argyle Avenue - No. 62	Fowler St to Scotch Pde	09/07/2022	1,573	651	922	158	163	49	43	6.3
Glenola Road - No. 22	Station St to Fowler St	01/06/2022	320	160	160	44	53	39	33	6.4
Drinan Rd - No. 37 Chelsea Rd	Thames Prom to Chelsea Rd	12/10/2010	2,643	1,349	1,249	256	243	49	40	2.2
Drinan Rd - No. 37 Chelsea Rd	Thames Prom to Chelsea Rd	10/02/2014	1,951	1,126	825	212	188	43	37	2.9
Drinan Road - No. 17	Chelsea Rd to Blantyre Av	12/10/2010	2,254	1,237	1,017	229	217	51	43	2.0
Drinan Road - No. 17	Chelsea Rd to Blantyre Av	14/12/2016	2,409	1,418	991	171	217	50	43	1.4
Drinan Road - No. 17	Chelsea Rd to Blantyre Av	03/12/2020	2,506	1,500	1,006	254	241	47	42	5.0
Drinan Road - No. 17	Chelsea Rd to Blantyre Av	01/06/2022	2,644	1,477	1,167	295	258	48	43	1.5
Drinan Rd - No. 45 Catherine Av	Blantyre Ave to Catherine Av	08/05/2018	2,232	1,332	900	236	213	43	38	2.8
Fowler Street – No. 5	Sherwood Av to Woodbine Grove	28/05/2019	2,949	1,715	1,234	327	299	52	46	1.9
Fowler Street – No. 5	Sherwood Av to Woodbine Grove	01/06/2022	3,286	1,879	1407	412	336	50	45	1.5
Fowler St – south of Argyle Av	Argyle Av to Glenola Rd	08/11/2012	3,498	1,744	1,754	278	346	38	34	2.0
Fowler St – South of Argyle Av	Argyle Av to Glenola Rd	25/08/2016	3,585	1,793	1,792	282	375	47	41	4.3

*Heavy = Vehicles greater than 5.5m in length.

Figure 3 : Chelsea LATM
Origin – Destination Survey

— Origin Destination survey - 2022
Weekday
Thursday 2 June
Morning 7am – 9am
Afternoon 3pm – 5pm

- 1) Chelsea Road – east of Station St
 - 2) Blantyre Avenue – east of Station St
 - 3) Catherine Avenue – east of Station St
 - 4) Sherwood Avenue – east of Station St
 - 5) Woodbine Grove – east of Station St
 - 6) Argyle Avenue – east of Station St
- a) Drinan Road – south of Thames Promenade
 - b) Beardsworth Avenue – south of Thames Promenade
 - c) Scotch Parade – south of Thames Promenade
 - d) Fowler St – south of Argyle Avenue



Table 2 - Origin and Destination

	TOTAL AM 2-hour PEAK From / To 2022	Total passing through within 15 min	1 Chelsea Rd <i>E of Station St</i>	2 Blantyre Av <i>E of Station St</i>	3 Catherine Av <i>E of Station St</i>	4 Sherwood Av <i>E of Station St</i>	5 Woodbine Gr <i>E of Station St</i>	6 Argyle Av <i>E of Station St</i>	A Drinan Rd <i>S of Thames Pr</i>	B Beardsworth Av <i>S of Thames Pr</i>	C Scotch Pde <i>S of Thames Pr</i>	D Fowler St <i>S of Argyle Av</i>
1	Chelsea Rd – <i>E of Station St</i>	40	0	0	2	1	1	2	19	3	4	7
2	Blantyre Av – <i>E of Station St</i>	25	5	0	4	0	1	0	8	3	2	0
3	Catherine Av – <i>E of Station St</i>	23	0	1	0	0	0	0	14	2	2	1
4	Sherwood Av – <i>E of Station St</i>	33	0	0	4	0	1	2	7	1	11	3
5	Woodbine Gr – <i>E of Station St</i>	54	1	0	2	8	0	8	9	3	15	3
6	Argyle Av – <i>E of Station St</i>	68	0	2	1	2	5	0	8	2	23	19
A	Drinan Rd – <i>S of Thames Pr</i>	126	16	10	12	7	12	18	0	9	17	25
B	Beardsworth Av – <i>S of Thames Pr</i>	27	4	0	3	0	0	0	4	0	7	9
C	Scotch Pde – <i>S of Thames Pr</i>	309	3	5	4	27	48	67	47	18	0	90
D	Fowler St – <i>S of Argyle Av</i>	170	3	0	1	2	3	46	48	14	53	0

	TOTAL PM 2-hour PEAK From / To 2022	Total passing through within 15 min	1 Chelsea Rd <i>E of Station St</i>	2 Blantyre Av <i>E of Station St</i>	3 Catherine Av <i>E of Station St</i>	4 Sherwood Av <i>E of Station St</i>	5 Woodbine Gr <i>E of Station St</i>	6 Argyle Av <i>E of Station St</i>	A Drinan Rd <i>S of Thames Pr</i>	B Beardsworth Av <i>S of Thames Pr</i>	C Scotch Pde <i>S of Thames Pr</i>	D Fowler St <i>S of Argyle Av</i>
1	Chelsea Rd – <i>E of Station St</i>	66	0	3	2	0	0	4	35	9	5	7
2	Blantyre Av – <i>E of Station St</i>	45	1	0	6	0	0	1	19	9	5	2
3	Catherine Av – <i>E of Station St</i>	61	3	5	0	0	1	3	31	3	7	5
4	Sherwood Av – <i>E of Station St</i>	63	2	1	1	0	1	3	15	10	19	7
5	Woodbine Gr – <i>E of Station St</i>	48	0	2	3	8	0	6	13	1	8	2
6	Argyle Av – <i>E of Station St</i>	133	3	1	1	5	6	0	18	6	52	35
A	Drinan Rd – <i>S of Thames Pr</i>	180	23	16	21	7	3	12	0	15	24	59
B	Beardsworth Av – <i>S of Thames Pr</i>	56	7	4	2	1	0	3	15	0	18	6
C	Scotch Pde – <i>S of Thames Pr</i>	431	12	1	13	38	35	102	55	39	0	136
D	Fowler St – <i>S of Argyle Av</i>	279	5	2	10	2	6	60	73	33	88	0

Table 3 – Intersection Count – Catherine Av/Drinan Rd/Fowler St

	TOTAL AM Peak hr From / To 2022	Total into the area	A Catherine Avenue (west of Drinan Rd)	B Drinan Road (north of Catherine Av)	C Catherine Avenue (east of Fowler St)	D Fowler St (south of Catherine Av)
A	Catherine Avenue (west of Drinan Rd)	53	-	34	7	12
B	Drinan Road (north of Catherine Av)	91	17	-	2	72
C	Catherine Avenue (east of Fowler St)	46	12	9	-	25
D	Fowler St (south of Catherine Av)	252	21	145	86	0

	TOTAL PM Peak hr From / To 2022	Total into the area	A Catherine Avenue (west of Drinan Rd)	B Drinan Road (north of Catherine Av)	C Catherine Avenue (east of Fowler St)	D Fowler St (south of Catherine Av)
A	Catherine Avenue (west of Drinan Rd)	30	-	20	3	7
B	Drinan Road (north of Catherine Av)	111	8	-	7	96
C	Catherine Avenue (east of Fowler St)	59	7	4	-	48
D	Fowler St (south of Catherine Av)	185	15	100	69	1

In the morning peak hour 152 car drivers made a right turn – of these 33% drove over the painted island. Two pedestrians crossed Drinan Road during this time.

In the afternoon peak hour 103, car drivers made a right turn – of these 47% drove over the painted island. Five pedestrians crossed Drinan Road during this time.

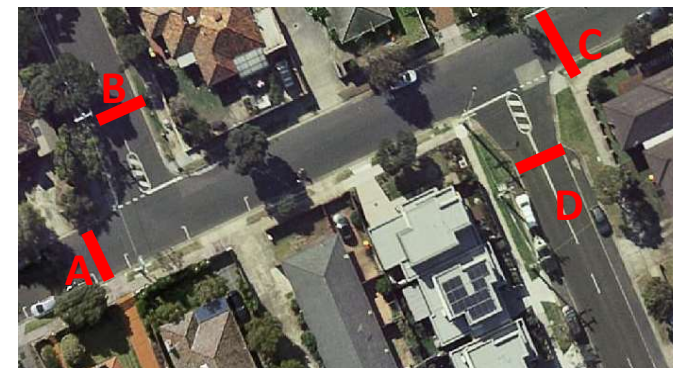


Figure 4 – Casualty Crashes - Chelsea LATM
Two crashes in study area in last the 5 years

No	Type	Road user	Severity	Date
1	110 – Cross Traffic intersections only	Station wagon and van	Serious (child passenger)	08/02/2019
2	110 – Cross Traffic intersections only	Car driver and bicyclist	Other (adult)	20/04/2022

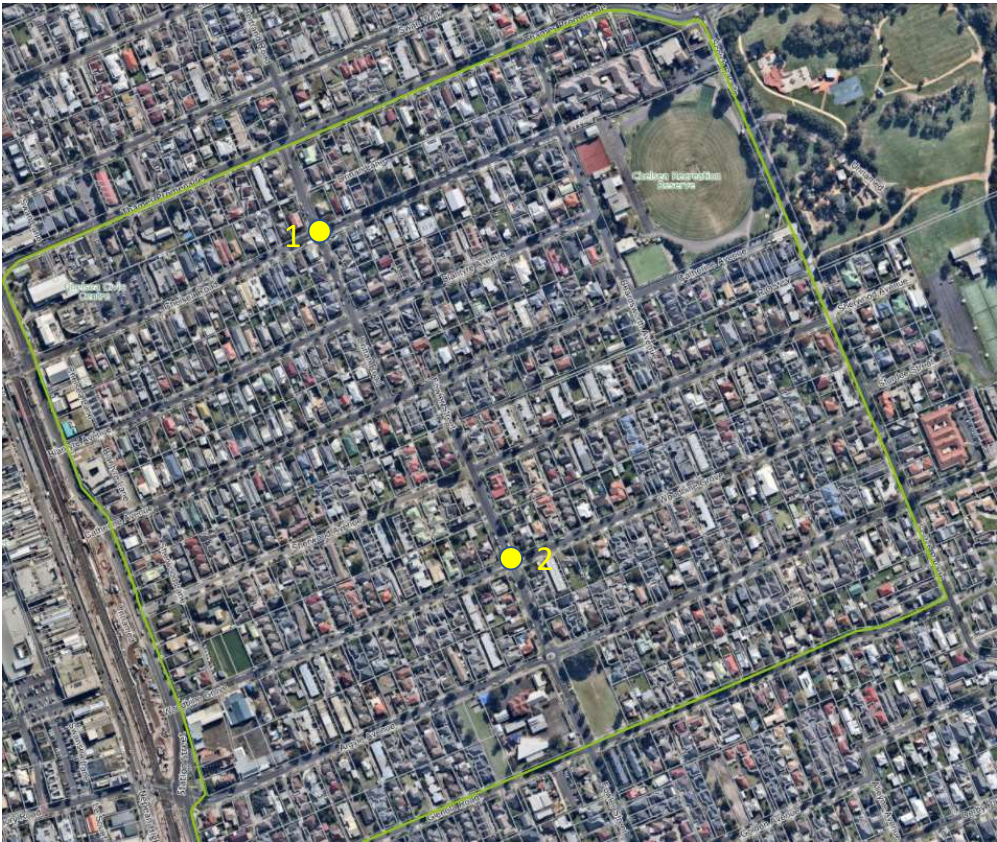


Figure 5 - Parking Surveys – streets surveyed in 2022 – week starting 30 May

No	Street	Restriction*
1	Chelsea Road	North side - 4P 8am to 5pm Mon-Fri South side - 4P 8am to 5pm Mon-Fri
2	Blantyre Av	North side - 3 or 4P mostly 8am to 5pm Mon-Fri South side - 3 or 4P mostly 8am to 5pm Mon-Fri
3	Catherine Av	North side - 4P 8am to 5pm Mon-Fri South side – Station St end - 4P 8am to 5pm Mon-Fri South side – Drinan Rd end - unrestricted
4	Sherwood Av	North side – Station St end - 4P 8am to 5pm Mon-Fri North side – Fowler St end – unrestricted South side – unrestricted
5	Woodbine Gr	North side – Station St end - unrestricted outside school hrs North side – Middle - 4P 8am to 5pm Mon-Friday Northside – Fowler St end - unrestricted South side – Station St end - 2P 8am-4pm Mon-Fri/disabled South side – Middle - unrestricted middle South side – Fowler St end - 4P 8am to 5pm Mon-Friday
6	Argyle Avenue	North side – unrestricted outside flag times/bus stop South side – Station St end - bus zone/P5 school times
7	Glenola Road	Both sides – unrestricted
8	Drinan Road	West side – unrestricted East side - 4P 8am to 5pm Mon-Fri
9	Fowler Street	Both sides – unrestricted

* Note – Description includes 3 or 4 hour parking and unrestricted spaces throughout most of the day. The description may exclude small number with short term parking, disabled parking spaces, and loading zones etc. All restrictions to be identified and surveyed.

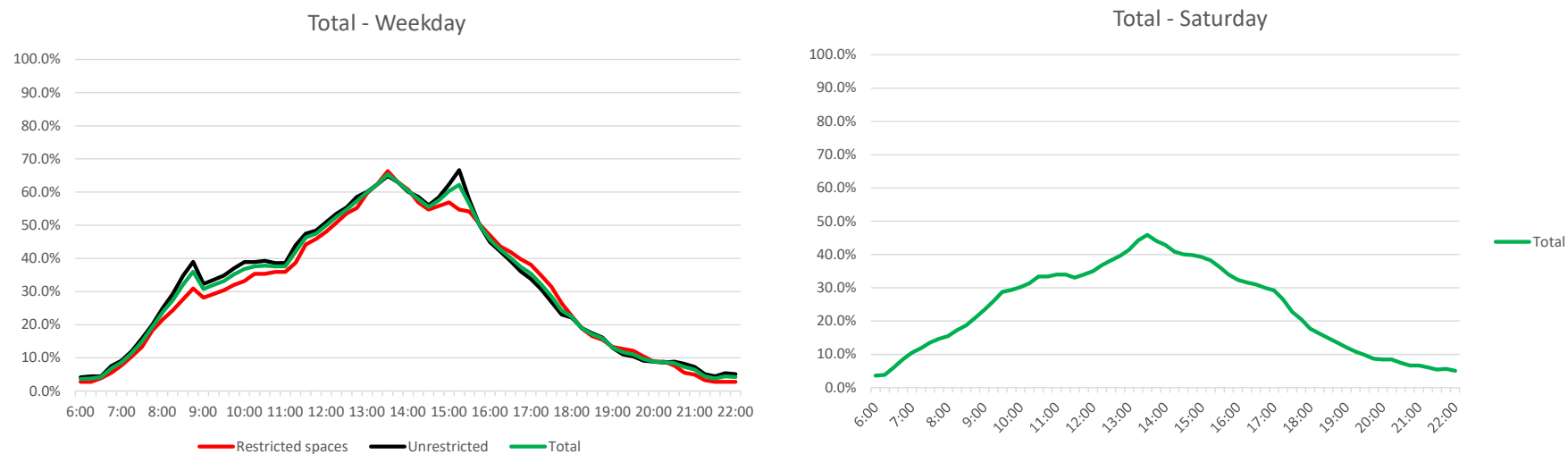
On-Street Parking

15 minute intervals of on-street car parking on weekday and Saturday 6am –10pm during school terms. Inventory of parking supply – classified by street, side of road, parking restriction type parking type e.g. angled or parallel.

- Restriction
- Unrestricted (outside school times)
- Unrestricted



Figure 6 – Parking Survey results from Thursday 2 June 2022 and Saturday 4 June 2022



Total spaces surveyed = 489-497 depending on time of day
 Restricted parking spaces = 181
 Unrestricted parking spaces = 308-316.
 Excludes small number of disabled parking spaces, and loading zones, bus stops.

Figure 7 - Streets with existing traffic calming measures – indicated in yellow

No	Street	Measure	Location
1	Catherine Avenue	Speed humps	Station St to Scotch Parade
2	Sherwood Avenue	Chicanes, narrowing, and outstands.	Station St to Fowler St
3	Glenola Road	Narrowing and speed hump	Outside Kindergarten
4	Fowler Street	Roundabout	Argyle Av
5	Argyle Avenue	Kerb outstands	Children's crossings between Station St and Fowler St.
6	Woodbine Grove	Splitter islands	Fowler St
7	Chelsea Road	Splitter islands	Drinan Rd
8	Fowler Road	Kerb outstands	At intersections and children's crossing south of Argyle Avenue

Proposed traffic calming measures (indicated in red)





-  Raised platform at existing Children's crossing.
-  Speed humps
-  Speed cushions on approaches Children's crossing
-  Semi-mountable splitter island and pedestrian refuge – similar to Baxter Avenue at Embankment Grove



Figure 8 - Speed Limits within Study Area

- 40km/hr speed limit
- Default 50km/hr speed limits



Table 4 - Road Widths

No	Street	Location	Width
1	Chelsea Rd o/s 17	Station St to Drinan Rd	9m
2	Chelsea Rd o/s 64	Drinan Rd to Beardsworth Av	9m
3	Blantyre Av o/s 17	Station St to Drinan Rd	9m
4	Blantyre Av o/s 53	Drinan Rd to Beardsworth Av	9m
5	Catherine Av o/s 23	Station St to Drinan Rd	9m
6	Catherine Av o/s 57	Drinan Rd to Beardsworth Av	9m
7	Catherine Av o/s 80	Beardsworth Av to Scotch Pd	9m
8	Sherwood Av o/s 17	Station St to Fowler St	7.2m
9	Sherwood Av o/s 55	Fowler St to Scotch Pd	8.8
10	Woodbine Gr o/s 18	Station St to Fowler St	9m
11	Woodbine Gr o/s 57	Fowler St to Scotch Pd	9m
12	Argyle Av o/s 15	Station St to Fowler St	9m
13	Argyle Av o/s 59	Fowler St to Scotch Pd	9m
14	Glenola Rd o/s 17	Station St to Fowler St	7m
15	Glenola Rd o/s 71	Fowler St to Scotch Pd	7m
16	Drinan Rd o/s 37 Chelsea Rd	Thames Pd to Chelsea Rd	9.2m
17	Drinan Rd o/s 17	Chelsea Rd to Blantyre Av	9.2m
18	Drinan Rd o/s 25	Blantyre Av to Catherine Av	9m
19	Fowler St o/s 35	Catherine Av to Sherwood Av	12.2m
20	Fowler St o/s 5a	Sherwood Av to Woodbine Gr	12.4
21	Fowler St o/s 38	Woodbine Gr to Argyle Av	12.4
22	Fowler St o/s school	Argyle Av to Glenola Rd	12.8
23	Beardsworth Av o/s 5	Thames Pd to Chelsea Rd	7.1
24	Beardsworth Av o/s 8a	Chelsea Rd to Blantyre Av	9m
25	Beardsworth Av o/s	Blantyre Av to Catherine Av	10.1m

Ordinary Council Meeting

30 January 2023

Agenda Item No: 10.2

AWARD OF CONTRACT CON-22/061 - KINGSTON'S NEW AQUATIC AND LEISURE CENTRE PROJECT - PRINCIPAL CONSULTANT ARCHITECT

Contact Officer: Anne Diplock, Senior Project Manager

Purpose of Report

The purpose of this report is to update Council on the tender process for CON – 22/061 Kingston's New Aquatic and Leisure Centre Project Principal Consultant Architect and to seek Council endorsement to award the contract.

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. The external Probity Advisor has confirmed no probity issues were raised through the EOI and RFT process.

RECOMMENDATION

That Council:

1. Receive the information and note the outcome of the tender assessment process for Contract CON-22/061 – Kingston's New Aquatic and Leisure Centre Project Principal Consultant Architect, as set out in confidential Appendices 1 to 3 attached to this report;
2. Award Contract CON-22/061 - Kingston's New Aquatic and Leisure Centre Project Principal Consultant Architect for the final adjusted fixed lump sum price of \$3,670,430.00 (exclusive of GST) to CO.OP Studio Pty Ltd; and
3. Approve the allocation of a separate contract contingency as set out in the attached confidential Appendix 1 and delegate authority to the CEO, or delegate, to expend this allowance if required to ensure the successful completion of the project.

1. Executive Summary

Tenders have been sought for the development of Kingston's New Aquatic and Leisure Centre project through a two-stage tender process. The Principal Consultant Architect pre-tender estimate of \$3,960,000.00 is based on the business modelling cost plan allowance of 6% of the Total Construction Cost. Following the tender evaluation, the preferred tenderer is CO.OP Studio Pty Ltd for an adjusted lump sum price of \$3,670,430.00 (excluding GST). The scope of works is to provide Principal Consultant Architect services for the Delivery Phase of Kingston's New Aquatic and Leisure Centre project located in Mordialloc.

The Principal Consultant Architect is required to lead and provide consultant services throughout all phases of the project for Architecture, Planning, Urban and Interior Design and key sub-consultants disciplines of Structural and Civil Engineering, Services Engineering, ESD, DDA, Landscaping, Signage and Wayfinding, Waste Management, Town Planning, Consultant Building Surveyor, Aquatic Engineering and up to 26 minor sub-consultancies (i.e. traffic, air tightness, wind, hazmat, arborist, ecology, kitchen, CPTED, 3D virtual walkthrough, statutory and regulatory certifications etc.) from the commencement of Concept Design through to the end of the Defects Liability Period, including the completion of a Post Occupancy Evaluation.

This report recommends that Council awards the Contract CON-22/061 - Kingston's New Aquatic and Leisure Centre Project Principal Consultant Architect, under the consultant fee allocation in the project budget.

A detailed pricing summary and comparison is included in the confidential attachments.

2. Background

At the April 2021 Council Meeting, Council adopted the Aquatic Facility Plan to guide strategic planning for aquatic and leisure facilities in Kingston. As set out within the Plan, the short-term priority is the provision of a new District Level aquatic facility to the central/south of Kingston. In May 2022 Council resolved to purchase 1-7 Wells Rd, Mordialloc as the site for the new district level aquatic and leisure centre.

With the site confirmed, work progressed to complete the business modelling report by external consultants Sports and Leisure Solutions (SLS) with the development of a feasibility and business modelling report on the new aquatic and leisure centre. In addition, Council commenced a two-stage Public Expression of Interest (EOI) process for Principal Consultant Architect services. Nine submissions were received and assessed in September 2022, progressing to a nominated Request for Tender (RFT) to four Principal Consultant Architects.

The nominated RFT process was undertaken in October and November 2022. Tenders have been received and evaluated. Principal Consultants who submitted tenders have undergone a series of assessments in relation to insurances, experience, organisational capacity, financial status, OHS systems and compliance.

Approval is now sought from Council to award contract CON-22/061 to CO.OP Studio Pty Ltd who were assessed by the Tender Evaluation Panel to offer the best value to Council.

3. Discussion

3.1 Tender Evaluation

The Tender opened on 14 October 2022 and closed on 24 November 2022 with 4 conforming tenders received from the following Consultants, listed in alphabetical order:

<i>Principal Consultant Architect Tenders Submission Received at Close of Tender Period (in alphabetical order)</i>
CO.OP Studio Pty Ltd
NBRS & Partners
Warren and Mahoney
Williams Ross

The tender offers received are listed in Confidential Appendix 1.

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

- Senior Project Manager, PMO (Kingston)
- Strategic Coordinator Leisure Facilities, Active Kingston (Kingston)
- Senior Project Manager, PMO (Kingston)
- Project Manager (external, DCWC)

- Probity Advisor (external, Dench McClean Carlson)

Each submission was assessed in accordance with the evaluation criteria set out in the RFT Specification documents:

(i) Weighted Criteria

- 40% Fee Breakdown and Phase Schedule
- 15% Project Experience in Aquatic and Leisure Centre Planning
- 15% Team / Resources and Availability
- 15% Management / Design Quality / Client Focus / Innovation / ESD for Aquatics
- 15% Methodology / Approach / Program & Capacity to Value Add

(ii) Mandatory Criteria

- Attended the site inspection and briefing session on 9 November 2022
- Completed the following mandatory Tender Schedules:
 - Tender Schedule 6: Acceptance of Agreement and Scope of Services;
 - Tender Schedule 7: Commitment to the Kingston City Council Supplier Code of Conduct;
 - Tender Schedule 8: References; and
 - Tender Schedule 9: Collusive Tendering- Statutory Declaration.

Based on the application of the above criteria, the TEP sought clarification from all tenderers in order to complete their assessment, following which the TEP shortlisted two tenderers to attend an interview to respond to further clarifications. The TEP then undertook a final assessment and CO.OP Studio Pty Ltd was assessed as the preferred consultant on the basis that their submission provides Council with the best overall value.

CO.OP Studio Pty Ltd is registered on Council's OHS system, Rapid Global and has satisfactorily met all mandatory OHS and financial Credit Check requirements.

A Probity Advisor was in attendance at all meetings and has confirmed the RFT process has been undertaken in accordance with the Local Government Act 2020, Kingston City Council Procurement Policy, the Probity Plan and generally accepted probity principles. The Probity Report is included in the confidential attachments (Appendix 3).

As a result of the above assessment process the following final adjusted lump sum price for the preferred Principal Consultant Architect is outlined below:

<i>Final Adjusted Tender Lump Sum – exclusive of all nominated tender options to be accepted and with correction of any stated errors/omissions by tenderers (excl. GST)</i>
\$3,670,430.00

Based on the revised fixed lump sum offer detailed in this report and the attached confidential evaluation matrix (Appendix 2), it is recommended that Council award Contract CON-22/061 Kingston's New Aquatic and Leisure Centre Project Principal Consultant Architect for the revised fixed lump sum price of \$3,670,430 (excl. GST) to CO.OP Studio Pty Ltd.

Approval by Council is also sought for the allocation of a separate project contingency allowance, as identified in the confidential attachment, and to delegate authority to the CEO (or delegate) to expend this contingency as required to ensure the successful implementation of the project.

3.2 Program of Works

Subject to Council award of contract, the Kingston's New Aquatic and Leisure Centre Project Principal Consultant Architect services is expected to commence early February 2023 and is anticipated to be completed by January 2027.

4. Consultation

4.1 Internal Consultation:

Consultation has been undertaken with a wide range of internal and external stakeholders, who have all contributed towards the early planning phase of this new facility.

4.2 Community Consultation:

Group	Method
Key Stakeholders	A comprehensive Communications Plan has been developed detailing project stakeholders, key messages, the communication approach, engagement, and advocacy requirements for this project, as well as an evolving action plan.
General community	Community consultation has and will continue to form a large and important part of this project along its journey. Consultation was conducted over May – June 2022 on what the community wants included in the new facility and how it should look, function and feel. Regular updates are provided through: Aquatic Centre news, Kingston News, Active Kingston news, Your Kingston Your Say update, My Community Life newsletter, Activity Centre news, social media, Media Releases and Kingston Your City.
Community Reference Group	Council has appointed a Community Reference Group that is representative of the users of an aquatic and leisure facility. This group will provide local area knowledge and feedback to the project team along the journey.

5. Compliance Checklist

5.1 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

The proposed development of Kingston's New Aquatic and Leisure centre responds to the closure of the former Don Tatnell Leisure Centre, and as set out within the Aquatic Facility Plan to guide strategic planning for aquatic and leisure facilities in Kingston.

5.2 Governance Principles Alignment

Principle (b) - priority is to be given to achieving the best outcomes for the municipal community, including future generations.

5.3 Financial Considerations

Council's long term financial plan currently includes \$53M for the new aquatic and leisure facility. In addition, the Federal Government announced \$20M of funding for the project as an election commitment, requiring the inclusion of a 50 metre pool for the district level aquatic facility. Advocacy for State Government funding is continuing.

Budget

A breakdown of the proposed project budget for Kingston's New Aquatic and Leisure Centre Project, based on the award of Contract CON-22/061 as recommended, is included as a confidential appendix to this report (Appendix 1).

The Principal Consultant Architect pre-tender estimate is \$3,960,000 based on the business modelling cost plan allowance. Following the tender evaluation, the preferred tenderer is CO.OP Studio Pty Ltd for an adjusted lump sum price of \$3,670,430.00 (excluding GST) which is within the project budget.

A separate contingency allowance is included in the project budget.

Staff Resources

The project will be led by the Senior Project Manager in Council's Project Management Office, supported by the Strategic Coordinator Leisure Facilities in the Active Kingston Department, with support from an external Project Management consultant as per existing service agreement.

5.4 Risk considerations

\$20M of Federal funding for the project was announced as an election commitment, requiring the inclusion of a 50 metre pool for the district level aquatic facility. The funding agreement process is being led by the Federal Government, and Council is awaiting confirmation of this funding.

Given the project timelines, the engagement of the PCA is required to commence the design process. The PCA contract includes mechanisms to enable scope adjustments and associated re-pricing.

Failure to provide appropriate aquatic community infrastructure is likely to have reputational risks for Council and will impact service needs in this part of the municipality as outlined in the adopted Aquatic Facility Plan.

The Probity Advisor has confirmed the RFT process has been undertaken in accordance with the Local Government Act 2020, Kingston City Council Procurement Policy, the Probity Plan and generally accepted probity principles. The Probity Auditor's report is included in confidential Appendix 3.

CO.OP Studio Pty Ltd is registered on Council's OHS system, Rapid Global and has satisfactorily met all mandatory OHS and financial Credit Check requirements.

Appendices

Appendix 1 - CON-22/061 - Tender Financial Offer (Ref 23/6445) - Confidential

Appendix 2 - CON-22/061 - Tender Panel Evaluation Scores (Ref 23/6447) - Confidential

Appendix 3 - CON-22/061 - External Probity Advisor Report (Ref 23/12429) - Confidential

Author/s: Anne Diplock, Senior Project Manager

Reviewed and Approved By: James Kearney, Acting Manager Project Management Office
Bridget Draper, Manager, Active Kingston
Samantha Krull, General Manager Infrastructure and Open Space

30 January 2023

Agenda Item No: 10.3

AWARD OF CONTRACT CON-22/101 SHERWOOD AVENUE FLOOD MITIGATION BICENTENNIAL PARK, CHELSEA - STAGE 1

Contact Officer: Brian Trower, Team Leader, Road Infrastructure

Purpose of Report

To seek Council approval to award Contract No. 22/101 Sherwood Avenue Flood Mitigation, Bicentennial Park, Chelsea Stage 1 on a Lump Sum basis to Entracon Construction Pty Ltd for the lump sum of \$1,945,851.46 (exclusive of GST).

Disclosure of Officer / Contractor Conflict of Interest

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

RECOMMENDATION

That Council:

1. Note the outcome of the tender assessment process for Contract 22/101- Sherwood Avenue Flood Mitigation Bicentennial Park, Chelsea Stage 1 as set out in confidential Appendix 1 attached to this report;
2. Award Contract 22/101 – Sherwood Avenue Flood Mitigation Bicentennial Park, Chelsea Stage 1 for the fixed lump sum price of \$1,945,851.46 (exclusive of GST) to Entracon Construction Pty Ltd; and
3. Approve the allocation of a separate contingency of up to 10% of the contract sum and delegate authority to the CEO or delegate to expend this allowance to ensure the successful completion of the project.

1. Executive Summary

Officers have evaluated tender submissions received for Contract No 22/101 and have ranked Entracon Construction Pty Ltd as the highest scoring tenderer. This ranking has been determined after scoring financial factors and company capabilities.

The pre-tender estimate for this contract was \$1.55M. The recommended tender price, despite being higher than the estimate, is consistent with the expected range of tender prices given the current volatility in the construction tendering market. The recommended tender has passed financial viability checks and has an extensive history in the construction industry, and they are deemed to be capable of successfully delivering the specified works for the submitted tender price.

2. Background

The project will provide improved flood protection for Sherwood Avenue and neighbouring properties. Construction of new outfall structures will provide surcharge relief to existing drainage system where it connects to Melbourne Water main drain.

Works under this contract includes the following:

- Construction of a pumping station with two submersible pumps

- Construction of a pressurized rising main across Bicentennial Park to connect to the Melbourne Water drain.
- Design, supply and construction of associated electrical works including control equipment and power cabling between the pump station, control box and main switchboard. Also includes installation of a new meter.

3. Discussion

3.1 Tender Evaluation

Prices were sought by advertised Public Tender with tenders closing on Thursday, 10 November 2022, at 2:00pm.

Evaluation of the results of this public tender process was carried out by a Tender Evaluation Panel in accordance with Kingston's Procurement Policy and advice received from the Procurement and Contracts Department.

A combination of qualitative, environmental sustainability, community benefit and quantitative criterion were used in the evaluation.

In the evaluation matrix, the scoring was undertaken using the following weightings:

Qualitative Assessment:

OHS, Environmental and Insurance compliance – Pass/Fail

Financial capacity of organization/business – Pass/Fail

Experience – 25%

Capacity – 15%

Environment and Community Benefit Assessment:

Environmental Sustainability – 10%

Community Benefit – 10%

Quantitative Assessment:

Price – 40%

Appendix 1 (Confidential) includes a breakdown of scoring for each criterion as well as the overall score inclusive of price.

The highest overall score, after combining the qualitative scoring, environmental benefit, community benefit and the price criterion, was achieved by Entracon Construction Pty Ltd with a tender price of \$1,945,851.46. Entracon Construction Pty Ltd confirmed during a post tender interview their ability to meet the program and goals for this project.

A subsequent review of all material relating to Entracon Construction Pty Ltd raised no issues which prevented them from achieving preferred contractor status.

4. Consultation

4.1 Internal Consultation:

Multiple internal teams have been consulted during the design phase of this project. These include Open Space, Drainage Maintenance and Property Services.

4.2 Community Consultation:

Group	Method
Key Stakeholders	Information bulletins have been sent out to residents on October 2022

Residents in surrounding neighbourhood to the proposed works.	
General community	Your Kingston Your Say, Website Updates, On-Site signage
Targeted groups	Sporting clubs, market operators, individual owners corporations and properties in the immediate vicinity of the pump station

5. Compliance Checklist

5.1 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

Works covered by Contract No 22/101 have been identified as necessary to sustain Council drainage infrastructure in the vicinity of Sherwood Avenue and Bicentennial Park, Chelsea.

5.2 Governance Principles Alignment

Principle (a) - Council actions are to be made and actions taken in accordance with the relevant law

Principle (b) - priority is to be given to achieving the best outcomes for the municipal community, including future generations.

Principle (c) - the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

Principle (g) - the ongoing financial viability of the Council is to be ensured.

Principle (h) - regional, state and national plans and policies are to be taken into account in strategic planning and decision making.

Principle (i) - the transparency of Council decisions, actions and information is to be ensured.

The design of the stormwater assets covered by this contract have been designed in accordance with the relevant Australian Standards. The works involves interaction with other authorities, and all applicable agency requirements are satisfied by the scope and specifications of the project.

5.3 Financial Considerations

Projected costings

2022/23	2023/24	Total Cost
\$1.00M	\$0.95M	\$1.95M

Budget

This current contract is Stage 1 of a 2 Stage project of which Melbourne Water has committed to funding a total of \$1.1M. The estimate for the total works in Stage 1 and 2 is approximately \$2.5M.

The submitted price from the preferred tenderer is within the engineering estimated range and also within Council's Civil Infrastructure renewal budget for 2022/23 and 2023/24, together with the Melbourne Water funding.

Staff Resources

All physical works required for the project are to be carried out under this contract. Council's contribution to staffing is limited to supervisory works which will be covered by existing staff resourcing.

5.4 Risk considerations

Stormwater drainage assets will be built and upgraded as part of this contract. Building these assets will reduce flooding and reduce maintenance cost as well as provide residents with a satisfactory level of service. The contractor will be registered on Council's OHS system.

Appendices

Appendix 1 - CON-22/101 Tender Evaluation Matrix - Sherwood Avenue Flood Mitigation Bicentennial Park, Chelsea - Stage 1 (Ref 22/346651) - Confidential

Appendix 2 - Sherwood Avenue Flood Mitigation Bicentennial Park, Chelsea Stage 1 - Face Sheet of Drawing K6556 (Ref 22/346656) 

Author/s: Brian Trower, Team Leader, Road Infrastructure

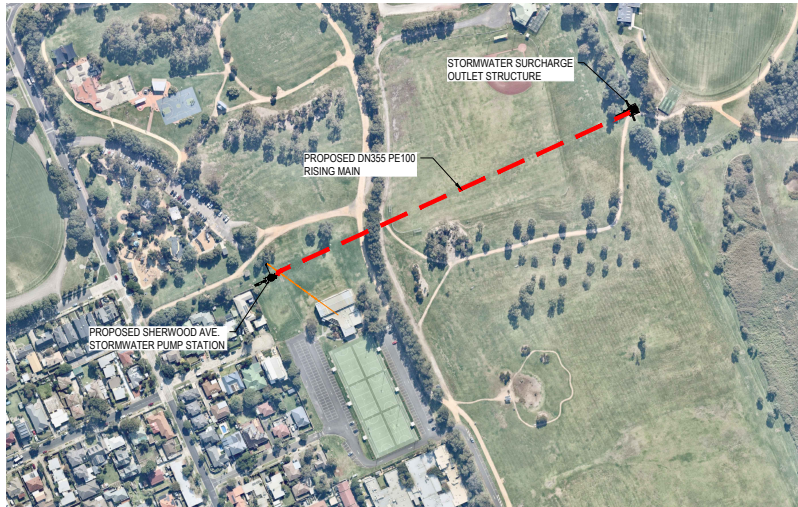
Reviewed and Approved By: Charles Turner, Manager Infrastructure
Samantha Krull, General Manager Infrastructure and Open Space

10.3

AWARD OF CONTRACT CON-22/101 SHERWOOD AVENUE FLOOD MITIGATION BICENTENNIAL PARK, CHELSEA - STAGE 1

- 1 Sherwood Avenue Flood Mitigation Bicentennial Park,
Chelsea Stage 1 - Face Sheet of Drawing K6556 323**

SHERWOOD AVE. STORMWATER PUMP STATION FOR CITY OF KINGSTON



LOCALITY PLAN
NTS

DRAWING	DESCRIPTION
K6556-CI-000	LOCALITY PLAN AND SCHEDULE OF DRAWINGS
K6556-CI-001	GENERAL NOTES - SHEET 1
K6556-CI-002	GENERAL NOTES - SHEET 2
K6556-CI-003	OVERALL LAYOUT
K6556-CI-004	PLAN AND LONGITUDINAL SECTION
K6556-ME-001	PUMP STATION LAYOUT
K6556-ME-002	STORMWATER PUMP STATION - PLAN & SECTIONS - SHEET 1
K6556-ME-003	STORMWATER PUMP STATION - PLAN & SECTIONS - SHEET 2
K6556-ME-004	STORMWATER SURCHARGE OUTLET STRUCTURE
K6556-EL-001	SINGLE LINE DIAGRAM - MAIN SWITCHBOARD
K6556-ST-001	STRUCTURAL - STORM WATER PUMP STATION - PLAN & SECTIONS - SHEET 1
K6556-ST-002	STRUCTURAL - STORM WATER PUMP STATION - PLAN & SECTIONS - SHEET 2
K6556-ST-003	STRUCTURAL - VALVE PIT - PLAN & SECTIONS
K6556-ST-004	STRUCTURAL - STORM WATER PUMP STATION - BAFFLE WALL CONNECTION DETAILS
K6556-ST-005	STORMWATER PUMP STATION - STEEL TRASH SCREEN DETAILS
K6556-ST-006	SURCHARGE OUTLET STRUCTURE PITS
K6556-ST-007	PIT 2 ELEVATION AND SECTION
K6556-ST-008	PIT 2 GRILLE OUTLET DETAILS
K6556-ST-009	PIT 2 GRATE LAYOUT

DWG PLOTTED: 12 September 2022 1:53 AM BY: JOHN ANTHONY SANTOS

REF: K6556-STORMWATER OUTLET PLAN AND LONGITUDINAL SECTION, 10.3 Award of Contract CON-22/101 Sherwood Avenue Flood Mitigation Bicentennial Park, Chelsea Stage 1 - Face Sheet
CAD File: C:\Users\jasantos\OneDrive - Kingston City Council\Documents\K6556-CI-000.dwg

Rev.	Date	Description	Des.	Drawn	Appd.
C	12/09/2022	ISSUE FOR TENDER	FJ	HZ	DG
B	26/08/2022	ISSUE FOR TENDER	FJ	HZ	DG
A	09/08/2022	FOR REVIEW	FJ	HZ	DG



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Ordinary Council Meeting

30 January 2023

Agenda Item No: 10.4

AWARD OF CONTRACT CON-21/103 - ELDER STREET SOUTH RESERVE DEVELOPMENT - REVISED CONTRACT AMOUNT

Contact Officer: Asieh Motazedian, Team Leader Public Spaces

Purpose of Report

This report seeks endorsement from Council to award a revised contract amount following Council's resolution to award contract CON 21/103 to Bild Greenfields Pty Ltd at the Council Meeting on 25 July 2022 for the delivery the Elder Street South Reserve Development.

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. Award Contract CON 21/103 - Elder Street South Reserve Landscape and Civil Works to Bild Greenfields Pty Ltd for the revised lump sum amount of \$2,323,858.78 (excluding GST); and
2. Delegate authority to the Chief Executive Officer or delegate to approve contract variations and contingency spend as shown in the confidential Appendix, as required.

1. Executive Summary

Elder Street South Reserve (a former landfill) forms a key link in the Chain of Parks. Council took operational control of the site in 2017 and the reserve was opened to the public with grassed areas and paths, as an undeveloped open space, in June 2021.

The Master Plan for the site was adopted by Council in June 2021. As part of the Master Plan development, a design was initially developed by consultants Land Design Partnership that included natural landscape, and areas ranging from active sport, passive recreation, dense tree plantings and open grasslands. Land Design Partnership ceased trading in late 2021. Since then, Council's Public Space team has re-designed some elements of the open space to address challenges including increased construction costs, leaching of contaminated water and confirmation of the land title boundary.

The project was advertised for tender on Tuesday 31 May 2022 and closed on Tuesday 28 June, with 6 submissions received. At the Council meeting held on 25 July 2022, Council awarded the contract CON 21/103 to Bild Greenfields Pty Ltd, subject to a successful financial assessment, to undertake the Elder Street Reserve redevelopment for the lump sum amount of \$1,588,806.77 (exclusive of GST).

A delay with the financial assessment process resulted in the assessment results being received more than three months after the close of tender, which was the period of validity of the tender price. The financial assessment was positive with Bild Greenfields Pty Ltd achieving a high score.

Given the delay in the financial assessment, the contractor was requested to confirm their tender price. At the same time, the contractor was requested to price minor project scoping adjustments (less than 5% of the scope of the works) which were mainly due to engineered footings required for the equipment, and removal of excess soil from site.

On 21 December 2022, Bild Greenfields submitted a revised cost of \$2,323,858.78 (excluding GST) for the works.

Although the re-scoping component was minor and evaluated to be less than 5% compared to the original scope of the project, the variation in price was considerable due to a dramatic increase in concrete and steel rates across the industry in the last 6 months (more than 40%).

Overall, the rates of unchanged components in the original scope and tender have increased approximately 30% which aligns with current increases seen in other projects over this period in the market.

	Initial Tender	Revised Tender	Difference
Total price (Excluding GST)	\$1,588,806.77	\$2,323,858.78	\$735,052.01
• Value of changes to scope	\$228,832.46 (calculated based on submitted rates)	\$545,881.18	\$318,866.32
• Value of unchanged components (original scope)	\$1,359,974.31	\$1,777,977.60	\$418,003.29

An independent quantity surveyor (QS) assessment was undertaken simultaneously on the project, given the volatility of the market. This assessment estimated the construction costs of the works to be in the order of \$2,198,000 (excluding GST).

This report seeks Council endorsement of the revised amount of \$2,323,858.78 (excluding GST) for contract CON 21/103 for the delivery of Elder Street South Reserve by Bild Greenfields Pty Ltd.

2. Background

Elder Street South Reserve forms a key link within the Chain of Parks and has significant community interest. Without Elder Street South Reserve there can be no continual Chain of Parks between Karkarook Reserve and Braeside Park, a key long-term goal of both Council and the State Government.

Since 2017 Council has been undertaking site works with the intent to open the reserve to the public. Works to date have included earthworks, capping and drainage improvements to provide safe and accessible path networks and open grassed areas. The reserve was opened to the public in this basic form in June 2021.

Preliminary consultation was undertaken in early 2020 to determine the aspirations of the community for the Elder Street South Reserve. This consultation included 28 responses to Your Kingston Your Say and 17 people attended a drop-in session at Clarinda library. The local primary school was also consulted. Results from this consultation were used to develop a draft Master Plan.

The draft Master Plan was released for public consultation from March to April 2021 and the Master Plan was adopted by Council in June 2021. The Master Plan aligns with outcomes in the Green Wedge Management Plan and the Chain of Parks Plan. This includes increasing biodiversity values, providing active and passive recreation spaces, and a shared user path eventually linking Karkarook Park through to Braeside Park.

The consultant developed detailed design plans and prepared the tender package based on the endorsed Master Plan. The design includes basketball and netball facilities, natural woodland play space, BBQ areas, small seating nooks, and public toilets.

In late 2021, Land Design Partnership advised Council they were closing their business. Since the consultants left the project, Council officers faced two main challenges:

- Underestimated construction costs: based on the detailed designs prepared by Land Design Partnership project construction costs were underestimated by around \$1.2 million. This is partly due to cost estimates increasing due to Covid.
- Irrigation and contamination: the site continued to leach water into a recently constructed swale. The original plans intended that for runoff collected in the swale was to be used for irrigation. Testing showed this was contaminated and unsuitable for irrigation.

To address all the above, officers:

- Re-designed the space to reduce costs while retaining key features of the adopted master plan.
- Abandoned the initial plan to use captured runoff for irrigation and design for future recycled water supply from the future purple pipe.

The project was successfully re-designed and advertised for tender on Tuesday 31 May 2022 and closed, with six submissions received, on Tuesday 28 June 2022. In the Council Meeting of 25 July 2022, the contract was awarded to Bild Greenfields Pty Ltd, subject to a successful financial assessment.

3. Discussion

Reviewing the submissions through the tender evaluation process, two companies, including Bild Greenfield, were able to demonstrate highly competitive tenders and submissions that provided value for money, demonstrated relevant experience to deliver the project, provided high attention to detail in tender documents and were able to demonstrate their overall competence to carry out the works. Their submissions provided a detailed methodology that responded to their understanding of the works and challenges required.

The evaluation panel determined that they would like to interview the two (2) highest scoring tenders within budget, as the panel wanted to clarify aspects of the response including project methodology, capacity, site management plan, and some general clarifications.

Bild Greenfields Pty Ltd during their interviews was able to provide highly comprehensive answers that satisfied the evaluation panel. They were able to confirm questions based on their methodology, confirm lead times, capacity, and commencement due to extended lead times from equipment suppliers. The company was able to discuss entry and access to the site detailing their understanding of the constraints and best practise to mitigate against damage to the reserve during the works. The evaluation panel was satisfied with the responses during tender interviews and confirmed Bild Greenfields Pty Ltd as the preferred and recommended contractor to undertake the works.

In the Council Meeting on 25 July 2022, Council awarded contract CON 21/103 to Bild Greenfields Pty Ltd, subject to a successful financial assessment, to undertake the Elder Street Reserve redevelopment for the lump sum amount of \$1,588,806.77 (exclusive of GST).

The financial assessment process reflected a positive result, however this was received after the three-month tender price validity threshold from the close of tender. The delays were a result of lack of communication between different parties, including the contractor, in providing the relevant information to enable the financial assessment to be completed.

Given the delay in the financial assessment, the contractor was requested to confirm their tender price. At the same time, the contractor was requested to price minor project scoping adjustments (less than 5% of the scope of the works) which were mainly due to engineered footings required for the equipment, and removal of excess soil from site.

On 21 December 2022, Bild Greenfields submitted their revised proposal costing \$2,323,858.78 (excluding GST).

In consultation with Procurement, it was agreed that a new financial check for Bild Greenfields on the revised tendered price was not required in this instance due to the recent strong financial check that had been obtained. A Deed of Guarantee is currently being sought and finalised to provide further appropriate security.

Through the original tender evaluation process, Bild Greenfields Pty Ltd was assessed as the preferred and recommended contractor to undertake the works. Re-tendering would have further delayed the delivery of this project, with a risk of delivery due to the instability in construction market and availability of contractors in the second half of the financial year. To mitigate further delays and the market risks, utilisation of a QS, clarity of scope changes and evidence of validation against and comparison to the other tenders received, rather than a complete re-tender, was determined as the best way forward.

This report seeks Council to endorse the revised contract amount of \$2,323,858.78 (excluding GST) for delivery of CON 21/102 Elder Street South Reserve by Bild Greenfields Pty LTD. The additional cost for this project can be budgeted in 2023/24, and in 2022/23 from other project savings in the Capital Works Program.

Bild Greenfields have confirmed availability to commence construction in the first week of March and complete construction by August 2023.

4. Consultation

4.1 Internal Consultation

The tender documents for Contract CON 21/103 - Elder Street South Reserve Landscape and Civil Works has been developed in consultation with Council's Procurement Department and other relevant service areas within Council.

5. Compliance Checklist

5.1 Council Plan Alignment

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

Strategy: Protect and enhance the Green Wedge and progress the Chain of Parks

5.2 Governance Principles Alignment

Principle (a) - Council actions are to be made and actions taken in accordance with the relevant law.

Principle (b) - priority is to be given to achieving the best outcomes for the municipal community, including future generations.

Principle (c) - the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

Principle (e) - innovation and continuous improvement is to be pursued.

Principle (h) - regional, state and national plans and policies are to be taken into account in strategic planning and decision making.

Principle (i) - the transparency of Council decisions, actions and information is to be ensured.

5.3 Financial Considerations

Projected costings

2022/23	2023/24	Total
\$1,633,858.78	\$690,000	\$2,323,858.78 (excluding GST)

Budget

The project is funded in Council's capital works program. The additional costs incurred for this project will be funded from project savings anticipated to be achieved in the Capital Works Program for 2022/23, and funding in the 2023/24 capital works program.

Staff Resources

This project can be delivered with existing resources.

5.4 Risk considerations

Council officers will manage contract risks through Council's existing OHS and risk management processes.

Appendices

Appendix 1 - Elder Street South Reserve Project Budget (002) (Ref 23/14435) -
Confidential

Author/s: Asieh Motazedian, Team Leader Public Spaces

Reviewed and Approved By: Emily Boucher, Manager Open Space

Samantha Krull, General Manager Infrastructure and Open Space

11. Customer and Corporate Support Reports

Ordinary Council Meeting

30 January 2023

Agenda Item No: 11.1

VARIATION TO CONFIRMED MINUTES - ORDINARY COUNCIL MEETING 28 NOVEMBER 2022

Contact Officer: Gabrielle Pattenden, Governance Officer

Purpose of Report

The purpose of this report is for Council to vary the Minutes of the 28 November 2022 Ordinary Council Meeting following administrative errors in the recording of Item 10.1 (Kingston Heath Reserve Sporting Facility Improvement Plan - Consultation Findings and 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:

1. Note that there was an error in the Minutes of the Ordinary Council Meeting of 28 November 2022 as confirmed by Council at the Ordinary Council Meeting of 12 December 2022 (such that they do not accurately reflect what occurred at the Meeting), attached at Appendix 1.
2. Vary the Minutes of the Ordinary Council Meeting of 28 November 2022 in relation to the recording of item 10.1 (Kingston Heath Reserve Sporting Facility Improvement Plan - Consultation Findings and Adoption), replacing it with the record attached at Appendix 2.

1. Executive Summary

The Minutes of the 28 November 2022 Ordinary Council Meeting were confirmed by Council resolution at the 13 December 2022 Ordinary Council Meeting.

The confirmed Minutes contained the following administrative errors:

- Inaccurate recording of points 3 and 4 within the motion and resolution,
- Omission of recording of Councillors leaving and returning to the meeting from 8.56pm to 9.04pm, and
- Omission of the recording of a division of Council.

The minutes as incorrectly recorded are at Appendix 1.

It is proposed that the Minutes be varied to correctly record the proceedings as highlighted below:

Amendment

That Council:

1. Receive the stakeholder and community consultation feedback and input on the proposed Kingston Heath Reserve Sporting Facility Improvement Plan;
2. Adopt the Kingston Heath Reserve Sporting Facility Improvement Plan, as set out as Appendix 1;
3. Include in Council budget processes consideration of the implementation of Stage 1, as one of the priority projects (together with consideration of the current status of all priority projects), comprising the construction of a new additional synthetic hockey field including sports lighting and supporting hockey infrastructure (shelters, goals, netting etc), formalising an emergency access path, relocation, and renewal of cricket nets adjacent to the hockey field and relocation of the cricket oval to the west of the Reserve;
4. Note the Stage 1 funding shortfall of an estimated \$2M, for consideration in Council budget processes and in the review of Council's Long Term Financial Plan;
5. Refer the funding of Stage 2 and 3 of the Kingston Heath Reserve Sporting Facility Improvement Plan to future Council budgets and review Council's Long Term Financial Plan;
6. Authorise officers to continue advocacy and make applications for funding from Federal and State Governments, Sporting Associations and clubs, towards the implementation of Kingston Heath Reserve Sporting Facility Improvement Plan; and
7. Endorse the future strategic assessment of open space within the surrounding locality of Kingston Heath Reserve to be considered as a separate matter, through the development of the future strategies including Council's Property Strategy and Open Space Strategy.

CARRIED

Cr Bearsley returned to the meeting at 8.56pm.
Cr Cochrane left the meeting at 9.02pm.
Cr Cochrane returned to the meeting at 9.04pm.

A Division was Called:

DIVISION:

FOR: Crs Staikos, Davey-Burns, Bearsley, Cochrane, Davies, Hill, Howe, Hua and Saab (9)

AGAINST: Crs Eden and Oxley (2)

CARRIED

The minutes as proposed for adoption are at Appendix 2.

2. Background

The Local Government Act 2020 requires that all Council meetings are minuted, representing a true and correct record of Council Meetings. Council's Governance Rules set out in detail the requirements and standards for the recording of minutes.

Minutes of the previous Council meeting are received and either corrected or confirmed by Council as a true and correct record. Consequently, a resolution of Council is required to vary the confirmed Minutes in relation to item 10.1 in order to correct the record.

3. Discussion

The process of reviewing Council Meeting minutes will be reviewed to ensure their ongoing quality and accuracy.

Commencing in January 2023, a copy of Minutes to be confirmed by Council will be included in the agenda papers of each Ordinary Council Meeting.

4. Consultation

Council received legal advice in order to confirm the process of correction.

5. Compliance Checklist

5.1 Council Plan Alignment

Strategic Direction: Well-governed - Council will be collaborative, accountable, transparent, responsive, well-informed and efficient.

Strategy: Hold ourselves to the highest standard of governance and integrity

5.2 Governance Principles Alignment

Principle (i) - the transparency of Council decisions, actions and information is to be ensured.



5.3 Financial Considerations



Not applicable to this report.

5.4 Risk considerations

Not applicable to this report.

Appendices

Appendix 1 - Current minutes of Item 10.1 November 2022 Ordinary Council Meeting
(Ref 23/21039)  

Appendix 2 - Corrected record of Item 10.1 November 2022 Ordinary Council Meeting
(Ref 23/21040)  

Author/s: Gabrielle Pattenden, Governance Officer

Reviewed and Approved By: Kelly Shacklock, Acting Manager Governance

Dan Hogan, General Manager Customer and Corporate Support

11.1

VARIATION TO CONFIRMED MINUTES - ORDINARY COUNCIL MEETING 28 NOVEMBER 2022

- | | | |
|---|--|-----|
| 1 | Current minutes of Item 10.1 November 2022 Ordinary
Council Meeting..... | 339 |
| 2 | Corrected record of Item 10.1 November 2022 Ordinary
Council Meeting..... | 343 |

Appendix 1 – Current record of Minutes of November Ordinary Council Meeting 2022 for item 10.1

10.1 Kingston Heath Reserve Sporting Facility Improvement Plan - Consultation Findings and Adoption

Cr Staikos returned to the meeting at 8:47pm.

Cr Howe left the meeting at 8:49pm.

Cr Bearsley left the meeting at 8:49pm.

Cr Hua left the meeting at 8:49pm.

Cr Hill left the meeting at 8:49pm.

Moved: Cr Davies

Seconded: Cr Cochrane

That Council:

1. Receive the stakeholder and community consultation feedback and input on the proposed Kingston Heath Reserve Sporting Facility Improvement Plan;
2. Adopt the Kingston Heath Reserve Sporting Facility Improvement Plan, as set out as Appendix 1;
3. Prioritise the implementation of Stage 1, comprising the construction of a new additional synthetic hockey field including sports lighting and supporting hockey infrastructure (shelters, goals, netting etc), formalising an emergency access path, relocation, and renewal of cricket nets adjacent to the hockey field and relocation of the cricket oval to the west of the Reserve.
4. Prioritise the Stage 1 funding shortfall of up to \$2M in the development of future Council budgets and review of its Long Term Financial Plan;
5. Refer the funding of Stage 2 and 3 of the Kingston Heath Reserve Sporting Facility Improvement Plan to the development of future Council budgets and review of its Long Term Financial Plan;
6. Authorise officers to continue advocacy and make applications for funding from Federal and State Governments, Sporting Associations and clubs, towards the implementation of Kingston Heath Reserve Sporting Facility Improvement Plan; and
7. Endorse the future strategic assessment of open space within the surrounding locality of Kingston Heath Reserve to be considered as a separate matter, through the development of the future strategies including Council's Property Strategy and Open Space Strategy.

Cr Hill returned to the meeting at 8:51pm.

Cr Howe returned to the meeting at 8:52pm.

Cr Hua returned to the meeting at 8:53pm.

Amendment**Moved: Cr Staikos**

That Council:

1. Receive the stakeholder and community consultation feedback and input on the proposed Kingston Heath Reserve Sporting Facility Improvement Plan;
2. Adopt the Kingston Heath Reserve Sporting Facility Improvement Plan, as set out as Appendix 1;
3. Prioritise the implementation of Stage 1, comprising the construction of a new additional synthetic hockey field including sports lighting and supporting hockey infrastructure (shelters, goals, netting etc), formalising an emergency access path, relocation, and renewal of cricket nets adjacent to the hockey field and relocation of the cricket oval to the west of the Reserve.
4. Prioritise the Stage 1 funding shortfall of up to \$2M in the development of future Council budgets and review of its Long Term Financial Plan;
5. Refer the funding of Stage 2 and 3 of the Kingston Heath Reserve Sporting Facility Improvement Plan to the development of future Council budgets and review of its Long Term Financial Plan;
6. Authorise officers to continue advocacy and make applications for funding from Federal and State Governments, Sporting Associations and clubs, towards the implementation of Kingston Heath Reserve Sporting Facility Improvement Plan; and
7. Endorse the future strategic assessment of open space within the surrounding locality of Kingston Heath Reserve to be considered as a separate matter, through the development of the future strategies including Council's Property Strategy and Open Space Strategy.

**The Amendment to the Substantive Motion was accepted as an alteration by the
Mover and Seconder of the Substantive Motion**

The Motion was put and CARRIED

The Resolution reads as follows:**Moved: Cr Davies****Seconded: Cr Cochrane**

That Council:

1. Receive the stakeholder and community consultation feedback and input on the proposed Kingston Heath Reserve Sporting Facility Improvement Plan;
2. Adopt the Kingston Heath Reserve Sporting Facility Improvement Plan, as set out as Appendix 1;
3. Prioritise the implementation of Stage 1, comprising the construction of a new additional synthetic hockey field including sports lighting and supporting hockey infrastructure (shelters, goals, netting etc), formalising an emergency access path, relocation, and renewal of cricket nets adjacent to the hockey field and relocation of the cricket oval to the west of the Reserve.
4. Prioritise the Stage 1 funding shortfall of up to \$2M in the development of future Council budgets and review of its Long Term Financial Plan;

5. Refer the funding of Stage 2 and 3 of the Kingston Heath Reserve Sporting Facility Improvement Plan to the development of future Council budgets and review of its Long Term Financial Plan;
6. Authorise officers to continue advocacy and make applications for funding from Federal and State Governments, Sporting Associations and clubs, towards the implementation of Kingston Heath Reserve Sporting Facility Improvement Plan; and
7. Endorse the future strategic assessment of open space within the surrounding locality of Kingston Heath Reserve to be considered as a separate matter, through the development of the future strategies including Council's Property Strategy and Open Space Strategy.

**The Amendment to the Substantive Motion was accepted as an alteration by the
Mover and Seconder of the Substantive Motion**

The Motion was put and CARRIED

Appendix 2 - Corrected record of item 10.1 to be varied in Minutes for November 2022 Ordinary Meeting of Council

10.1 Kingston Heath Reserve Sporting Facility Improvement Plan - Consultation Findings and Adoption

Cr Staikos returned to the meeting at 8:47pm.

Cr Howe left the meeting at 8:49pm.

Cr Bearsley left the meeting at 8:49pm.

Cr Hua left the meeting at 8:49pm.

Cr Hill left the meeting at 8:49pm.

Moved: Cr Davies

Seconded: Cr Cochrane

That Council:

1. Receive the stakeholder and community consultation feedback and input on the proposed Kingston Heath Reserve Sporting Facility Improvement Plan;
2. Adopt the Kingston Heath Reserve Sporting Facility Improvement Plan, as set out as Appendix 1;
3. Prioritise the implementation of Stage 1, comprising the construction of a new additional synthetic hockey field including sports lighting and supporting hockey infrastructure (shelters, goals, netting etc), formalising an emergency access path, relocation, and renewal of cricket nets adjacent to the hockey field and relocation of the cricket oval to the west of the Reserve.
4. Prioritise the Stage 1 funding shortfall of up to \$2M in the development of future Council budgets and review of its Long Term Financial Plan;
5. Refer the funding of Stage 2 and 3 of the Kingston Heath Reserve Sporting Facility Improvement Plan to the development of future Council budgets and review of its Long Term Financial Plan;
6. Authorise officers to continue advocacy and make applications for funding from Federal and State Governments, Sporting Associations and clubs, towards the implementation of Kingston Heath Reserve Sporting Facility Improvement Plan; and
7. Endorse the future strategic assessment of open space within the surrounding locality of Kingston Heath Reserve to be considered as a separate matter, through the development of the future strategies including Council's Property Strategy and Open Space Strategy.

Cr Hill returned to the meeting at 8:51pm.

Cr Howe returned to the meeting at 8:52pm.

Cr Hua returned to the meeting at 8:53pm.

Amendment

That Council:

1. Receive the stakeholder and community consultation feedback and input on the proposed Kingston Heath Reserve Sporting Facility Improvement Plan;
2. Adopt the Kingston Heath Reserve Sporting Facility Improvement Plan, as set out as Appendix 1;
3. Include in Council budget processes consideration of the implementation of Stage 1, as one of the priority projects (together with consideration of the current status of all priority projects), comprising the construction of a new additional synthetic hockey field including sports lighting and supporting hockey infrastructure (shelters, goals, netting etc), formalising an emergency access path, relocation, and renewal of cricket nets adjacent to the hockey field and relocation of the cricket oval to the west of the Reserve;
4. Note the Stage 1 funding shortfall of an estimated \$2M, for consideration in Council budget processes and in the review of Council's Long Term Financial Plan;
5. Refer the funding of Stage 2 and 3 of the Kingston Heath Reserve Sporting Facility Improvement Plan to future Council budgets and review Council's Long Term Financial Plan;
6. Authorise officers to continue advocacy and make applications for funding from Federal and State Governments, Sporting Associations and clubs, towards the implementation of Kingston Heath Reserve Sporting Facility Improvement Plan; and
7. Endorse the future strategic assessment of open space within the surrounding locality of Kingston Heath Reserve to be considered as a separate matter, through the development of the future strategies including Council's Property Strategy and Open Space Strategy.

CARRIED

Cr Bearsley returned to the meeting at 8.56pm.

Cr Cochrane left the meeting at 9.02pm.

Cr Cochrane returned to the meeting at 9.04pm.

A Division was Called:**DIVISION:**

FOR: Crs Staikos, Davey-Burns, Bearsley, Cochrane, Davies, Hill, Howe, Hua and Saab (9)

AGAINST: Crs Eden and Oxley (2)

CARRIED

The Resolution reads as follows:**Moved: Cr Davies****Seconded: Cr Cochrane**

That Council:

1. Receive the stakeholder and community consultation feedback and input on the proposed Kingston Heath Reserve Sporting Facility Improvement Plan;
2. Adopt the Kingston Heath Reserve Sporting Facility Improvement Plan, as set out as Appendix 1;
3. Include in Council budget processes consideration of the implementation of Stage 1, as one of the priority projects (together with consideration of the current status of all priority projects), comprising the construction of a new additional synthetic hockey field including sports lighting and supporting hockey infrastructure (shelters, goals, netting etc), formalising an emergency access path, relocation, and renewal of cricket nets adjacent to the hockey field and relocation of the cricket oval to the west of the Reserve;
4. Note the Stage 1 funding shortfall of an estimated \$2M, for consideration in Council budget processes and in the review of Council's Long Term Financial Plan;
5. Refer the funding of Stage 2 and 3 of the Kingston Heath Reserve Sporting Facility Improvement Plan to future Council budgets and review Council's Long Term Financial Plan;
6. Authorise officers to continue advocacy and make applications for funding from Federal and State Governments, Sporting Associations and clubs, towards the implementation of Kingston Heath Reserve Sporting Facility Improvement Plan; and
7. Endorse the future strategic assessment of open space within the surrounding locality of Kingston Heath Reserve to be considered as a separate matter, through the development of the future strategies including Council's Property Strategy and Open Space Strategy.

CARRIED

Ordinary Council Meeting

30 January 2023

Agenda Item No: 11.2

AUTHORISATION OF OFFICERS - PLANNING AND ENVIRONMENT ACT 1987

Contact Officer: Marilyn DeBenedictis, Governance Compliance Officer

Purpose of Report

The purpose of this report is to authorise officers for the purposes of the *Planning and Environment Act 1987* (the Act) and regulations made under that Act.

Disclosure of Officer / Contractor Conflict of Interest

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

RECOMMENDATION

That:

1. In the exercise of the powers conferred by s147(4) of the *Planning and Environment Act 1987*, Kingston City Council resolves that the members of Council staff referred to in the instruments attached be appointed and authorised as set out in the instruments.
2. The instruments come into force immediately on resolution and remain in force until such time as the officer is no longer employed, contracted or otherwise engaged to undertake the duties on behalf of Kingston City Council, unless Council determines to vary or revoke it earlier.

1. Executive Summary

A resolution of Council is sought to appoint and authorise members of Council staff under the *Planning and Environment Act 1987* (the PE Act). Instruments of Appointment and Authorisation under the Act must be approved by resolution of Council.

The request for authorisation is for one temporary staff appointment (until October 2023), Justin Marden Planning Liaison & Enforcement Officer (Appendix 1) and one permanent appointment Emilia Fabos, Senior Construction Liaison and Compliance Officer (Appendix 2).

2. Background

Instruments of Appointment and Authorisation under the PE Act must be approved by resolution of Council. As the *responsible authority* under the *Planning and Environment Act 1987*, Council can authorise officers under section 147(4) of the Planning and Environment Act (PE) Act

The authorisation of officers under other Acts, including the *Local Government Act 1989* and Council's Local Laws is currently performed by the General Managers. Officers are authorised under the *Local Government Act 1989* to enforce the *Local Government Act 1989*, the *Local Government Act 2020* and the Local Laws made under those Acts.

3. Discussion

**3.1 First Discussion Point
Operation and Strategic Issues**

The proper appointment and authorisation of officers is an essential governance requirement for Council enforcement functions. New authorisations are required when new staff join Council or existing staff are appointed to roles requiring authorisation. Reviews are undertaken regularly to ensure all officers have the appropriate authorisations to carry out their roles effectively.

4. Consultation

4.1 Internal Consultation:

The administration for the appointment and authorisation of officers is undertaken by the Governance team. Governance maintains the register of authorised officers, produces the draft instruments for approval by the relevant authority and, upon approval, organises the issuing of authorised officer identity cards.

The Team Leader Vegetation and Planning Compliance has been involved in the development of these Instruments.

4.2 Community Consultation:
Not applicable

5. Compliance Checklist

5.1 Council Plan Alignment

Strategic Direction: Well-governed - Council will be collaborative, accountable, transparent, responsive, well-informed and efficient.
Strategy: Hold ourselves to the highest standard of governance and integrity

5.2 Governance Principles Alignment



Principle (a) - Council actions are to be made and actions taken in accordance with the relevant law. Authorisation under the *Planning and Environment Act 1987* is essential to empower the officer to carry out their role on behalf of Council.

5.3 Risk considerations

The proper appointment and authorisation of officers is important as the Instruments may be used in Court to demonstrate that a person purporting to be an authorised officer was duly authorised to take the action or make the decision they made. If the appointment and authorisation are not properly made, the officer's actions or decisions could be deemed invalid.

Appendices

Appendix 1 - S11A Instrument of Appointment and Authorisation - Planning Liaison Enforcement Officer - Justin Marden (Ref 22/348307)  

Appendix 2 - S11A Instrument of Appointment and Authorisation - Senior Construction Liaison and Compliance Officer - Emilia Fabos (Ref 23/788)  

Author/s: Marilyn DeBenedictis, Governance Compliance Officer
Reviewed and Approved By: Kelly Shacklock, Acting Manager Governance
Dan Hogan, General Manager Customer and Corporate Support

11.2

AUTHORISATION OF OFFICERS - PLANNING AND ENVIRONMENT ACT 1987

- 1 S11A Instrument of Appointment and Authorisation - Planning Liaison Enforcement Officer - Justin Marden 351**
- 2 S11A Instrument of Appointment and Authorisation - Senior Construction Liaison and Compliance Officer - Emilia Fabos 353**



Instrument of Appointment and Authorisation (*Planning and Environment Act 1987*)

In this instrument "officer" means –

Justin Marden

By this instrument of appointment and authorisation Kingston City Council -

1. under s 147(4) of the *Planning and Environment Act 1987* - appoints the officer to be an authorised officer for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and
2. under s 313 of the *Local Government Act 2020* authorises the officer either generally or in a particular case to institute proceedings for offences against the Acts and regulations described in this instrument.

It is declared that this instrument -

- (a) comes into force immediately upon its execution;
- (b) remains in force until such time as the officer is no longer employed, contracted or otherwise engaged to undertake the duties on behalf of Kingston City Council, unless varied or revoked earlier.

This instrument is authorised by a resolution of the Kingston City Council on **30 January 2023**



Instrument of Appointment and Authorisation (*Planning and Environment Act 1987*)

In this instrument "**officer**" means –

Emilia Fabos

By this instrument of appointment and authorisation Kingston City Council -

1. under s 147(4) of the *Planning and Environment Act 1987* - appoints the officer to be an authorised officer for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and
2. under s 313 of the *Local Government Act 2020* authorises the officer either generally or in a particular case to institute proceedings for offences against the Acts and regulations described in this instrument.

It is declared that this instrument -

- (a) comes into force immediately upon its execution;
- (b) remains in force until such time as the officer is no longer employed, contracted or otherwise engaged to undertake the duties on behalf of Kingston City Council, unless varied or revoked earlier.

This instrument is authorised by a resolution of the Kingston City Council on **30 January 2023**

12. Chief Finance Office Reports

Ordinary Council Meeting

30 January 2023

Agenda Item No: 12.1

OUTCOME OF COMMITTEE MEETING - PROPOSED SALE OF LAND REAR OF 9 HOLMBY ROAD, CHELTENHAM

Contact Officer: Peter Gillieron, Team Leader Property Services

Purpose of Report

This report is to advise Council of the meeting of the Sub-Committee held to hear a submission from the owner of 1242A Nepean Highway Cheltenham.

- Fastnet Consulting spoke on behalf of the owner to its submission (attached as Appendix No. 1).
- The submission was lodged in response to Council publishing its intent to sell land (known as lot 4) at the rear of No. 9 Holmby Rd Cheltenham 3192 to the owner of 9 Holmby Road.

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

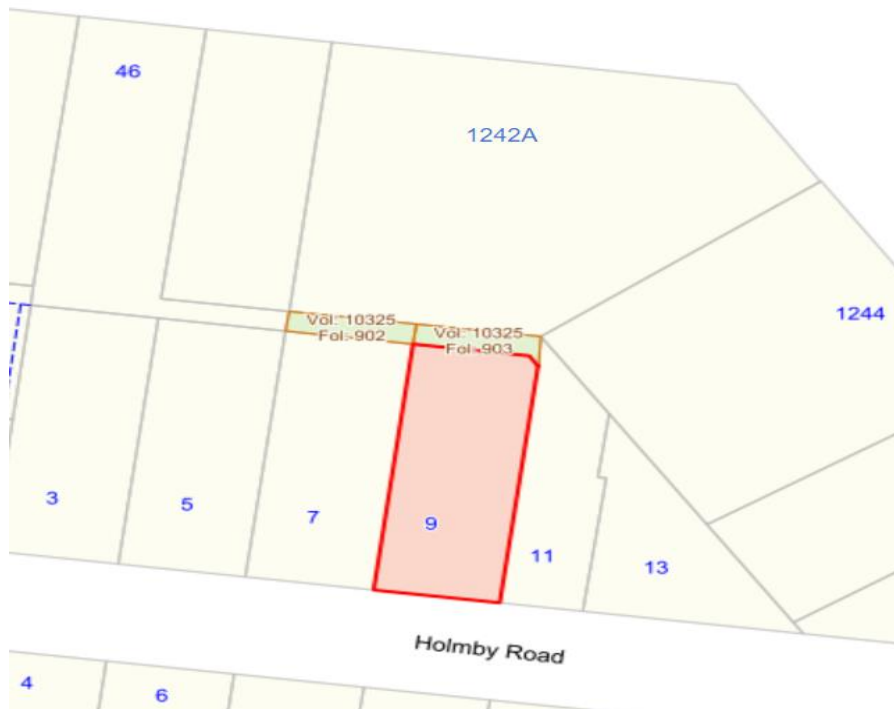
That Council:

1. Note the submission from the owner of 1242A Nepean Highway;
2. Not sell Lot 4 to the adjoining owner at 9 Holmby Road, Cheltenham as proposed;
3. Grant a lease of Lots 3 & 4 of up to nine years to the owner of 9 Holmby Road, Cheltenham for a nominal rent; and
4. Advise both the submitter and the owner of No. 9 Holmby Road, Cheltenham of Council's decision.

1. Executive Summary

The subject land, shown as vol.10325 folio 903 on the plan below at the rear of 9 Holmby Rd, Cheltenham, and defined as Lot 4, was a drainage reserve that the former City of Moorabbin commenced procedures in 1990 under Section 569BA (1) of the *Local Government Act* (1958) to vest in Council. On 27 May 1996, Kingston Council completed the procedures to vest the subject land in Council, having removed the drainage reserve status, and subdivided the resultant land at the rear of Holmby and Station Road, Cheltenham to enable the sale of parcels to adjoining owners. Some parcels were subsequently sold to adjoining owners, with the remaining transferred to Council. The land at the rear of 7 Holmby Road shown as vol. 10325 folio 902 on the plan below, and defined as Lot 3, has not been sold.

Council initially received a request from the owner at 9 Holmby Road, Cheltenham in 2019 to purchase the subject land which is currently enclosed within their rear boundary fence line. The owner purchased the property – 9 Holmby Road – in 2009 with the subject land enclosed within the property boundary.



2. Background

- | | |
|---------------|--|
| 27 May 2019 | Council resolved to authorise officers to publish a notice and, if no submissions were received, to sell the land. |
| 24 July 2019 | <p>There were no submissions received in response to the public notice. Council's solicitors Earle and Associates were engaged by Council to complete the sale documentation. Documents were sent to McDonald Slater Lawyers acting on behalf of the adjoining owner.</p> <p>Earle and Associates made numerous attempts to contact McDonald Slater following up the sale documentation. McDonald Slater and Lay lawyers finally advised that they were unable to access their office due to Covid 19 restrictions.</p> |
| November 2021 | McDonald Slater and Lay Lawyers were advised that the statutory sale process would have to recommence due to the passage of time. |
| 27 June 2022 | <p>Council resolved:</p> <ol style="list-style-type: none">1. <i>Authorise and direct the CEO or his delegate to publish a public notice in accordance with section 114 of the Local Government Act 2020 ("Act") and Council's Community Engagement Policy of Council's intention to sell the land known as Lot 4 on Plan of Subdivision 406779R contained in certificate of title Volume 10325 Folio 903 land being land enclosed within 9 Holmby Rd, Cheltenham.</i>2. <i>Authorise, that if no submissions are lodged in response to the public notice that require Council's consideration, the Chief Executive Officer or delegate is authorised to proceed to sell the subject land for \$14,256 plus costs associated with the sale in accordance with</i> |

Council's 2017 "Discontinuance and Sale of Roads, Rights of Way and Drainage Reserves Policy".

3. *Direct, that if submissions are lodged in response to the public notice, the submission(s) be considered by a committee of Council comprising of Mayor, Deputy Mayor, Councillor from Como Ward, Chief Financial Officer, Manager Property Services and Team Leader Property Services and that a report be presented back to Council on the considerations of the committee.*

7 July 2022 Council published a notice of its intention to sell lot 4 to the owner of 9 Holmby Rd and circulated a copy of the public notice to adjoining owners.

29 July 2022 In response to the published notice, Fastnet Consulting, on behalf of the owner of 1242A Nepean Highway Cheltenham lodged a submission (Appendix No. 1) and requested to be heard in support of the submission.

25 October 2022 Council's sub-committee met on 25 October 2022 and heard from Fastnet Consulting acting on behalf of the owner at 1242A Nepean Highway Cheltenham.

Fastnet's submission, objecting to the proposed sale, is summarised as follows:

- *The inclusion of Lot 4 into the title boundary of No. 9 Holmby Road unreasonably reduces the separation between the two properties. In the event of the redevelopment of 1242A Nepean Hwy to achieve development objectives for the Cheltenham Activity Centre, the reduced separation between 1242A and No. 9 Holmby Road may result in the requirement for increased building setbacks to 1242A Nepean Hwy. This outcome has the potential to undermine the reasonable expectations for commercial redevelopment within the Cheltenham Activity Centre*
- *Any increase in building setback requirements to No. 1242A Nepean Hwy, as a result of the inclusion of Lot 4 into the title of No. 9 Holmby Road is considered contrary to the notion of 'equitable development' between the two properties.*

Further to its submission above, Fastnet proposed that their client purchase both lot 4 and lot 3 (rear of 7 Holmby Road).

The owner of 1242A Nepean Highway has leased the office building property to Centrelink since 1994 with the lease expiring in 2023. There are no immediate plans to redevelop the site.

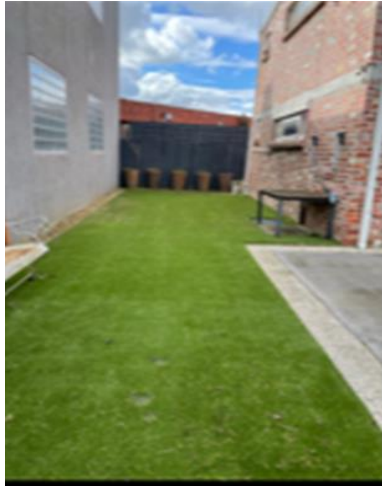
3. Discussion

3.1 Status of the subject land

- 3.1.1 Lot 4 has been enclosed by the owner of 9 Holmby Rd since its purchase in 2009. The owner has also maintained the adjoining Lot 3 located behind No. 7.
- 3.1.2 The Council is the owner of lot 4 and cannot be subject to an adverse possession claim by the owner of 9 Holmby Road.
- 3.1.3 The subject land being a former drainage reserve has Melbourne Water Corporation assets located within it that are protected by an easement in favour

of the Corporation. The subject land is unlikely to be built on and only if there were indemnities in favour of the Corporation.

- 3.1.4 The building on the adjoining property at 1242A Nepean Highway has been built up to the boundary of Lot 4. The boundary wall contains windows (refer below).



3.2 Planning Matters

Council's Planning Department has provided the following advice:

The subject site known as Lot 4 Holmby Road and the adjoining property at no. 9 Holmby Road are within the Activity Centre Zone Schedule 1 (ACZ1) relating to the Cheltenham Activity Centre. The ACZ1 is broken up into different precincts with each designated with a preferred land use and development outcome.

The land at no. 9 Holmby Road is situated within precinct 6 which seeks for increased residential density in apartment form on large allotments, reached through land consolidation. Of relevance within the precinct requirements, habitable room windows and balconies of new development above ground level must be setback 4.5 metres from side and rear boundaries. This is required to ensure an unobstructed outlook from new apartments, enabling a 9-metre overall setback between buildings achieving equitable development.

However, no. 1242A Nepean Highway is significantly greater in size than no. 9 Holmby Road at approximately 2,049 square metres (m²) compared to 588 m². Therefore, it is considered that in their current state, no. 1242A Nepean Highway is in a better position for development than at no. 9 Holmby Road in accordance with their respective precinct outcomes.

In the scenario that Lot 4 is to remain as is, the land would provide a buffer between ACZ1 precincts offering a mutual development benefit to both adjoining properties. However, it is noted that this may not be an appropriate property outcome as it will create a landlocked parcel long term if both adjoining properties were to be developed.

Having provided the above information, the Council's Planning Department offered no objection to the proposed sale of Lot 4 to the owner of 9 Holmby Road.

The location of the residential properties (including no.s 7 & 9) within the Cheltenham Activity Centre will see, over time, above average increases in value, due to public planning policy, as residential sites are purchased and consolidated to take advantage of increased residential density opportunities.

3.3 Issues

3.3.1 Lot 4 (and Lot 3) have a substantive value that can be realised by either owner of No 9 Holmby Rd and 1242A Nepean Highway Cheltenham as the property market responds over time to the opportunities offered by the Cheltenham Activity Zone. It would be in Council's long-term interest to retain Lot 4 (and Lot 3) and negotiate their respective sales when redevelopment occurs particularly within the residential precinct. Council, acting as the Responsible Authority under the Kingston Planning Scheme, would also have a greater influence on the planning outcomes of any redevelopment.

3.3.2 The owner of No. 9 Holmby Rd, having nearly secured Lot 4 in 2019 under Council's Discontinuance and Sale of Roads, Rights of Way & Drainage Reserves Policy but for the inability of its solicitor to effect the conveyance at the time, will feel aggrieved if Council does not proceed with the proposed sale.

Recent discussions have been held with the owner of 9 Holmby Road to assess their willingness to lease Lot 4 for an extended period, e.g., nine years at a nominal amount, e.g. \$10 p.a. with a special condition that the lease terminates on the sale on no. 9 Holmby Rd. This would allow the current owner to continue to occupy the extra land while also having the added benefit of its property increasing in value as referred to above. The owner has subsequently advised, that while the sale of Lot 4 is still their preference, she would be supportive of a long-term lease of Lot 4. As the owner has also maintained lot 3, the long-term lease could also include Lot 3

The other "benefit" is that the owner would not have to pay Council for the value of Lot 4 plus the costs associated with the proposed sale.

3.4 Options

The recommended option is to grant a long-term lease to the owner of 9 Holmby Road as referred to under 3.3.2. This option recognises the occupation of Lot 4 by the current owner in 2009. It also protects Council's future interest(s) in any future redevelopment of the precinct under the Structure Plan.

The second option, that is not recommended, is to sell Lot 4 as previously intended to the owner of 9 Holmby Rd.

4. Consultation

4.1 Internal Consultation:

Council's Infrastructure and Planning Departments had no objection to the initial proposal to sell Lot 4.

4.2 Community Consultation:

Group	Method
Key Stakeholders Adjoining owner	Public consultation in respect to the proposal has been undertaken in line with Council's Community Engagement Policy.
General community	Advertised in the Age and on Councils Website.
Targeted groups	Adjoining property owners

Results/Findings

The granting of a long-term lease to the owner of 9 Holmby Rd would allow the owner to continue to have access to private open space.

5. Compliance Checklist

5.1 Council Plan Alignment

Strategic Direction: Well-Governed- Council will be collaborative, accountable, transparent, responsive, well-informed and efficient.

Strategy: Focus all of our decisions on the long-term best interests of the Kingston community.

Lot 4, and Lot 3, remains a buffer between the ACZ1 precincts offering a mutual development benefit to both adjoining owners. It would be prudent for Council to remain as owner of Lot 4 and Lot 3 in anticipation of future development within the respective precincts.

5.2 Governance Principles Alignment

Principle (a) - Council actions are to be made and actions taken in accordance with the relevant law

Principle (b) - priority is to be given to achieving the best outcomes for the municipal community, including future generations.

Lots 3 & 4 remains a buffer between the ACZ1 precincts offering a mutual development benefit to both adjoining owners. It would be prudent for Council to remain as owner of both lots in anticipation of future development within the respective precincts.

5.3 Financial Considerations

The value of the land, previously proposed for sale under Council's "Discontinuance & Sale of Roads, Rights of Way & Drainage Reserves" Policy was \$14,256. By leasing the land, Council will not immediately receive this income, however a sale in the future as part of a redevelopment proposal will yield a greater return to Council.

Budget

Nil



Staff Resources

Nil

5.4 Risk considerations

Not applicable

Appendices

Appendix 1 - Submission Fastnet Consulting to KCC - Objection Proposed sale to 9
Holmby Road Cheltenham (Ref 22/294955)  

Author/s:	Peter Gillieron, Team Leader Property Services
Reviewed and Approved By:	Julian Harvey, Manager Property Services
	Bernard Rohan, Chief Financial Officer

12.1

OUTCOME OF COMMITTEE MEETING - PROPOSED SALE OF LAND REAR OF 9 HOLMBY ROAD, CHELTENHAM

- 1 Submission Fastnet Consulting to KCC - Objection Proposed
sale to 9 Holmby Road Cheltenham..... 367



8796

29 July 2022

Chief Executive Officer
Kingston City Council

E: info@kingston.vic.gov.au

E: michelle.hawker@kingston.vic.gov.au

Dear Sir / Madam,

**Re: Objection to Proposed Sale of Land to
9 Holmby Road, Cheltenham**

We act on behalf of the landowner of 1242A Nepean Highway, Cheltenham and wish to register our opposition to the purchase and inclusion of land known as Lot 4 on Plan of Subdivision 406779R, Volume 10325 and Folio 903 into the title of No. 9 Holmby Road, which is formally described as Lot 24 on Plan of Subdivision 007726.

No. 1242A Nepean Hwy, Cheltenham is a commercial property located to the north of Lot 4 and No. 9 Holmby Road. No. 9 Holmby Road is developed by a single storey dwelling and is part of an established residential neighbourhood located to the south of 1242A Nepean Hwy. Despite the activity centre zoning of this land, the residential use of these properties, including No. 9 Holmby Road is not expected to change in the long term.

Lot 4 currently provides an important level of separation between the commercial use of 1242A Nepean Hwy, Cheltenham and the residential use of No. 9 Holmby Road, Cheltenham.

Grounds of opposition are listed as follows:

1. The inclusion of Lot 4 into the title boundary of No. 9 Holmby Road unreasonably reduces the separation between the two properties. The Cheltenham Activity Centre Framework Plan identifies this interface as an area 'requiring setbacks to adjoining residential properties'. In the event of the redevelopment of 1242A Nepean Hwy to achieve development objectives for the Cheltenham Activity Centre, the reduced separation between 1242A and No. 9 Holmby Road may result in the requirement for increased building setbacks to 1242A Nepean Hwy. This outcome has the potential to undermine the reasonable expectations for commercial redevelopment within the Cheltenham Activity Centre
2. Any increase in building setback requirements to No. 1242A Nepean Hwy, as a result of the inclusion of Lot 4 into the title of No. 9 Holmby Road is considered contrary to the notion of 'equitable development' between the two properties. As noted in *Highbury Ventures v Melbourne CC [2013] VCAT 2093*:

73. Equitable development is a relevant matter through local policy and the Guidelines for Higher Density Residential Development^[33]. It is increasingly important as the intensity of development increases in the CAD and other parts of Melbourne. In the context of a permit

City of Kingston
9 Holmby Road, Cheltenham

Our Ref: 8796

Page: 2

application, equitable development means ensuring an interface relationship with sufficient spacing between a development and another property to fairly share resources such as light, air and outlook. One development should not impose unreasonably on the expectations and amenity of another site.

74. Equitable development is not just about responding to the existing context (ie. those who build first). Importantly, it is also concerned with retaining reasonable opportunities for those adjacent sites that remain to be developed in accordance with reasonable policy expectations, directions and ambitions based on the Scheme. We appreciate that this requires some speculation as to what might be reasonably expected on an adjacent site.

Ignoring the established principle of 'equitable development' has the potential in this instance of producing an inappropriate outcome in regard to the range of planning considerations relevant to the Cheltenham Activity Centre. Similar comments apply to the future treatment of Lot 3 on Plan of Subdivision 406779R.

3. The status of Lot 3 on Plan of Subdivision 406779R, located to the rear of No. 7 Holmby Road and also adjoining 1242A Nepean Hwy needs to be resolved before proceeding with any sale of Lot 4. To ignore this situation is considered contrary to the notion of orderly and proper planning in terms of the disposal of discontinued roads within the Municipality and is also considered contrary to the underlying intention of Council's 'Discontinuance and Sale of Roads, Rights of Way and Drainage Reserves Policy', review 30th June 2021, Allocation and division which states at pp 5.5.

...

In the event that a portion of land would become landlocked if Council were to see other portions of the discontinued road. The sales process shall be deferred until resolved.

...

To address the objections detailed above, the owners of 1242A Nepean Hwy are offering to purchase both Lots 3 and 4 on Plan of Subdivision 406779R. The purchase of Lots 3 and 4 by the owner of 1242A Nepean Hwy gives better consideration to the retention of an appropriate separation between commercial and residential uses and delivers a more positive outcome in terms of achieving activity centre objectives detailed below:

Land use and development objectives to be achieved

- *To promote Cheltenham as a centre which provides for a strong employment base and a high quality residential environment.*
- *To encourage a mixed use environment through the promotion of active frontages and shop top housing opportunities which contain a strong sense of place, and contribute to a vibrant community life through the creation of social meeting spaces*

Land use

- *To provide for increased density of development with a diversity of uses including a mix of retail, accommodation, commercial, employment and social uses*
- ...
- ...
- *To provide for a mixture of vibrant land uses through the Activity Centre to support and strengthen its employment role.*
- ...

City of Kingston
9 Holmby Road, Cheltenham**Our Ref: 8796****Page: 3**

- ...
- ...

Built form

- ...
- *To ensure built form maximises the use of articulation and materiality, minimises overshadowing and provides for high quality architecture to the highest environmental standards.*
- *To ensure the appropriate transition in height both within the activity centre, adjoining heritage places and to surrounding neighbourhoods.*
- ...
- ...

Land configuration and Ownership

- *To encourage the reconfiguration and consolidation of land where necessary to create viable development sites and optimal development of the centre.*
- *To avoid the underdevelopment or underutilisation of land that does not achieve the outcomes of the Framework Plan*

Subdivision and Consolidation of Land

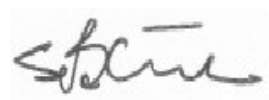
- ...
- *Consolidation of land to facilitate the creation of development sites that assist to achieve the development objectives for the Activity Centre is encouraged.*

We would welcome the opportunity of discussing our offer to purchase Lots 3 & 4 on Plan of Subdivision 406779R Vol 10325 Folio 903 at a time suitable to Council.

Should you have any questions, please do not hesitate to contact the undersigned.

Yours Faithfully

For Fastnet Consulting



Stephen Bitmead

For landowner at 1242A Nepean Hwy, Cheltenham

Ordinary Council Meeting

30 January 2023

Agenda Item No: 12.2

PROPOSED SALE OF COUNCIL RESERVE (PART) AT 40 REDWOOD DRIVE, DINGLEY VILLAGE

Contact Officer: Peter Gillieron, Team Leader Property Services

Purpose of Report

The purpose of this report is to:

1. Advise Council of the outcome of the community consultation process undertaken relating to Council's proposal to sell part of the reserve, comprising 2,340m², at 40 Redwood Drive Dingley Village (shown on the plan below at Figure 1) to the adjoining owner at 32-38 Redwood Drive.
2. Provide recommendations to Council on how to proceed having regard to the outcomes of Council's community consultation process.

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, having considered the submission lodged in response to Council's Community Engagement Policy:

1. Not proceed with the proposed sale of Lot 1 to Mitchell Laminates P/L and advise Mitchell Laminates accordingly.
2. In accordance with section 114 of the *Local Government Act 2020* and Council's Community Engagement Policy, gives public notice of its intention to sell Lot 1 by auction and subsequent private treaty (if required).
3. Authorise the Chief Executive Officer to sell Lot 1 if there are no submissions lodged in response to the public notice that require Council's consideration.

1. Executive Summary

Council undertook a public consultation process under its Community Engagement Policy to inform the broader Kingston Community of its intention to sell the subject land comprising 2,340m² shown on the plan below (figure 1). The proposal was to sell the land to the adjoining owner at 32-38 Redwood Drive Dingley Village (to the left of the plan) being Mitchell Laminates for the consideration of \$1,750,000 plus GST. In response to the public notice, a submission was received that the Council needs to consider.

2. Background

Council considered this matter at its meeting 22 April 2022 and resolved:

1. *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. *Receive a further report at the conclusion of the statutory procedures to consider selling, or not to sell, the subject land; and*
3. *Direct that any funds derived from a future sale of part of the Reserve (should that occur) be directed to expenditure on Open Space in the Dingley area.*
4. *That the Kingston Residents Association is thanked for its submission*

In response to the resolution(s) as it applies to this Report, Council officers:

- Arranged for the plan of subdivision to be prepared. The plan defines Lot 1 (subject land in yellow below at figure 1) being the land proposed for sale to Mitchell Laminates. Reserve No. 1 (green) is proposed to be retained by Council and enhanced as open space from some of the funds received from the proposed sale.



Figure 1 - Land Proposed for Sale shaded yellow

- Arranged for a draft contract of sale to be prepared.
- Gave public notice of Council's intention to sell in accordance with Council's Community Engagement Policy. In keeping with accepted practice:
 - The Notice was published in The Age on 21 September 2022.
 - The Notice was placed on the Council's website.
 - The Notice was posted to the properties in close proximity to the subject land and to the Kingston Residents Association

In response to the public notice, one submission was received from the adjoining owner, Morning Star Australia of 42-48 Redwood Drive on the south side of Council's Reserve (s

The submission, signed on behalf of Morning Star Australia Pty. Ltd. was received expressing interest in buying the Lot.

A sub-committee, comprising, the then Mayor Cr Staikos, Ward Cr Hua, Chief Finance Officer Bernard Rohan, Manager Property Julian Harvey, and Team Leader Property Services Peter Gillieron met with the submitter Mr John Shi and his two supporters on 2 November 2022. Mr Shi confirmed that he wanted to buy Lot 1. In support of his meeting with Council's sub-committee, Mr Shi's solicitor subsequently sent the supporting letter attached as Appendix 1. The key points in the supporting letter are:

- *It is not fair or equitable that our client has not been afforded the opportunity to purchase the Land through an open and transparent process.*
- *the additional land would be used to expand its facilities and employ more people in Dingley.*
- *our client should be offered the right to purchase, on equivalent terms, the southern half of the Land*
- *Our client objects to the proposed sale without its client being afforded due process in first having the chance to acquire the land at a price that is equal to or greater than the proposed sale price to Mitchell Laminates.*
- *A competitive bidding process of a kind that our client is proposing would potentially significantly benefit the rate payers of the City of Kingston, should a greater sale price be achieved.*

3. Discussion

3.1 Current Process

- Council's proposal to sell Lot 1 to Mitchell Laminates Pty. Ltd. was in response to the company approaching the Council in 2019/20 to purchase part of the adjoining reserve. Council is not precluded from selling by private treaty. There may be circumstances where it is more appropriate to sell land, e.g., in this case to an adjoining owner.
- Council giving public notice of its intention to sell was to satisfy a transparency/governance obligation that is required of a Council. The effect of the notice, however, has been to create a competitive environment in which another potential purchaser, i.e., the other adjoining owner, has lodged a submission and expressed an interest in purchasing the land.

3.2 Local Government Best Practice Guideline for the Sale, Exchange & Transfer of Land

The Guideline was issued by the State Government in June 2009 as a supporting document to Council's power to sell land under the then 1989 Local Government Act. While the Guideline has not been amended to reflect Council's power to sell land being transferred to the 2020 Local Government Act, the Guideline is still recommended for observance. The General Principles in the Guideline, of relevance to this Report include:

- *Sales should be conducted through a public process (i.e., public auction, public tender or by registration of expressions of interest) unless circumstances exist that justify an alternative method of sale, for example the sale or exchange of land by private treaty.*
- *Sales, exchanges, and transfers of land should be in the best interests of the community and provide the best result, both financial and non-financial, for the council and the community.*

3.3 Options

3.3.1 Option One: Offer the property to the market by auction and subsequent private sale (if required) (Recommended)

This option, that is recommended, would be to engage a licensed real estate agent to sell the land by auction at a reserve not less than a current market valuation of the Lot. This option is recommended for the following reasons:

- A competitive market has emerged with the two adjoining owners possibly prepared to bid over the market value of the land to secure an adjoining land holding as opposed to the costs of relocating to an alternative location. The competitive market may also include an “outsider” wishing to purchase a smaller lot than otherwise exists in the surrounding subdivision. While there is a small risk of the existing proposed consideration not being realized, Council can withdraw the property from sale until its reserve is reached.
- The proposed public auction would meet the public accountability/transparency tests that are expected in the Guideline and of public authorities generally.

If this option is pursued, as is recommended, Mitchell Laminates P/I will be disappointed as it has followed Council’s processes for a considerable period of time. Mitchell Laminates is aware of the statutory processes that Council must follow before Council can make a decision.

3.3.2 Option Two: Sell to Mitchell Laminates being an adjoining owner

This option, that is not recommended, is to sell the Lot to Mitchell Laminates for the stated consideration as Council has initially proposed. The reason for not recommending this option is that a competitive market has emerged that now requires Council to act in the best interest of the ratepayers by potentially extracting a premium over the market valuation.

3.3.3 Option Three: Sell to Morning Star Australia Pty. Ltd

This option, that is not recommended, is to negotiate a higher sale price than \$1,750,000. This would require Council to undertake another consultation process under Council’s Community Engagement Policy. This may also preclude other buyers outside of the area of the Lot.

3.3.4 Option Four: Not Sell

This option, that is not recommended, would deprive Council of funds to:

- Improve the Reserve No 1. to make the balance of the land an attractive destination for the local workforce.
- Improve parkland in adjoining residential area.

These improvements have been referred to in a previous Council report on the proposed sale.

4. Consultation

4.1 Internal Consultation:

The former Mayor Cr Staikos and Ward Cr Hua were members of the sub-committee convened to hear the submission of the adjoining owner at 42-48 Redwood Drive.

4.2 Community Consultation:

Group	Method
Adjoining properties	A copy of the public notice was posted to 25 owners in the industrial estate in the immediate area of the Lot, one of which responded.
Kingston Residents Association	A copy of the public notice was posted to the Association
General community	Council published the Notice in the Age on 21 September 2022 and posted the Notice on its website
Advisory Committees	Not applicable
Targeted groups	Not applicable

4.3 Results/Findings:

The submission that was submitted by the solicitor for adjoining owner at 42 Redwood Drive aligns, intentionally or otherwise, directly with the Principles in the Local Government Best Practice Guideline referred to above and Council's Governance Principles Alignment referred to below.

5. Compliance Checklist

5.1 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 long-term best interests of the Kingston community

The recommendation(s), if adopted will:

- See the Council maximise the return from the sale of the Lot.
- Ensure the Council adheres to the standards of accountability and transparency.

5.2 Governance Principles Alignment

Principle (b) - priority is to be given to achieving the best outcomes for the municipal community, including future generations.

Principle (i) - the transparency of Council decisions, actions and information is to be ensured.

- See the Council maximise the return from the sale of the Lot.
- Ensure the Council adheres to the standards of accountability and transparency.

5.3 Financial Considerations

Projected costings

Not applicable

Budget

Not applicable


Staff Resources

The administration of the proposed sale is funded Council's salaries budget

5.4 Risk considerations

- Exposing the property to the open market via auction in light of the expression of interest from the other adjoining owner will reduce the risk of the proposed transaction.
- The recommendation to sell the Lot carries the risk that the proposed consideration will not be realised. This is a minor risk and can be managed.

Appendices

Appendix 1 - 2022-11-04 - Gross & Beecroft to KCC - Submission 40 Redwood Drive Dingley Village (Ref 22/323842)  [Download](#)

Author/s:	Peter Gillieron, Team Leader Property Services
Reviewed and Approved By:	Julian Harvey, Manager Property Services
	Bernard Rohan, Chief Financial Officer

12.2

PROPOSED SALE OF COUNCIL RESERVE (PART) AT 40 REDWOOD DRIVE, DINGLEY VILLAGE

1	2022-11-04 - Gross & Beecroft to KCC - Submission 40 Redwood Drive Dingley Village.....	379
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Dr. Ross S. Becroft B.A., LL.B., M.Comm.Law. PhD

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4 November 2022

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Mr. Peter Bean
Chief Executive Officer
Kingston City Council
1230 Nepean Highway
CHELTENHAM VIC 3192

cc Michelle Hawker
Senior Administrative Officer
Kingston City Council

Dear Sir,

Re: Proposed Sale – 40 Redwood Drive, Dingley Village Vic 3172

We act on behalf of the owner of the property at 42-48 Redwood Drive, Dingley Village, Mountain Star Australia Pty Ltd.

Our client's property adjoins to the south the land proposed to be sold by your council at 40 Redwood Drive ('the Land').

Our client was most surprised to recently learn that the Land is to be sold to the owner of 32-38 Redwood Drive, Mitchell Laminates without our client having an opportunity to purchase part or all of the Land.

Clearly, our client is an interested party and it is not fair or equitable that our client has not been afforded the opportunity to purchase the Land through an open and transparent process. It would appear that the council has only negotiated with one party, namely Mitchell Laminates and that the public processes that have subsequently taken place have been to validate this proposed decision as opposed to taking steps to reach the most desirable outcome.

Visit our Website at www.grossbecroft.com.au

*Gross & Becroft Lawyers Pty Ltd ACN 641 564 365
Liability limited by a scheme approved under Professional Standards Legislation*

Our client has for many years conducted a business and employed staff at 42-48 Redwood Drive, being Stonestar Trailers (see: <https://stonestar.com.au/vehicles-2/trailer-manufacturing/>) and the additional land would be used to expand its facilities and employ more people in Dingley. Approximately 10 years ago our client unilaterally approached the council regarding the potential purchase of the Land, but at the time, the council was not interested in a sale.

Being the adjoining neighbour to the south of the Land, at a minimum, our client should be offered the right to purchase, on equivalent terms, the southern half of the Land (noting that he would also be prepared to purchase the Land in its entirety).

Hence, our client objects to the proposed sale of the Land without our client being afforded due process in first having the chance to acquire the Land at a price that is equal to or greater than the proposed sale price to Mitchell Laminates.

A competitive bidding process of a kind that our client is proposing would potentially significantly benefit the rate payers of the City of Kingston, should a greater sale price be achieved.

We also understand from the council minutes of meeting dated 26 April 2022 that all environmental and social factors have already been addressed in proceeding with the sale of the Land given the proposed public uses of the sale proceeds and the improvements to the neighbouring reserve. However, our client would also be open to discussing any reasonable additional environmental or community requirements that the council or other authorities may have to ensure that the objectives of the proposed sale are fully met.

Can you please acknowledge receipt of this correspondence and advise within 7 days what steps the council intends to take in light of our client's concerns and objection and whether the council will agree to consider an offer from our client to purchase the Land.

We look forward to receiving your urgent reply regarding this matter.

Yours faithfully



Ross Becroft
Gross & Becroft Lawyers
Principal

Ordinary Council Meeting

30 January 2023

Agenda Item No: 12.3

FULL YEAR FORECAST 2022/23

Contact Officer: Yenni Lim, Manager Finance

Purpose of Report

To brief Council on the proposed full year financial year 2022/23 Forecast 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.

RECOMMENDATION

That Council:

1. Note the Full Year Forecast 2022/23 with proposed operating surplus of \$13.2 million which is a reduction from budget by \$2.0 million driven by increased Employee Costs and Materials Services that reflects expected inflationary pressure on labour and materials; and
2. Approve the proposed Full Year Forecast 2022/23.

1. Executive Summary

Kingston's YTD December 2022 actual financial performance informs the formation of full year Forecast 2022/23. Officers have developed the forecast which results in a \$2 million unfavourable variance in the operating surplus from \$15.2 million budgeted to \$13.2 million forecast and summarised as below:

1. Overall Income is adjusted only slightly by 0.5% or \$1.3 million favourable to budget by inclusion of unbudgeted grants in Kingston Business team and Inclusive Communities offset by lower Statutory Fees reflecting slower construction and building activities as well as Family Day Care fees due to declines in providers and children cared under this programme.
2. Employee Costs is forecast \$1.3 million unfavourable to budget with adjustment predominantly in Casual Salaries for Family, Youth and Children Services as the department continues to cover vacancies and absences which reflects industry-wide shortages whilst maintaining the mandatory ratio requirement. Arts and Libraries has been adjusted with additional Casual Salaries costs to a total value of \$1.07 million unfavourable to budget. Across the organisation, these increases are funded from assumed savings from delayed recruitment to vacancies across few departments.
3. Materials and Services full year forecast is \$101.6 million which is \$2 million unfavourable to budget. Spending analysis as part of monthly review and forecast exercise particularly to large contract payments indicates a view that price surges will

more than absorb any underspends to date by year end. This needs to be actively tracked and monitored, as this on balance may seem still conservative.

Officers consider that the forecast (\$2 million) unfavourable budget variance but not suggest that this constitutes a revised budget.

Refer to the appendix 23/7778 Full Year 2022-23 Forecast for a detailed report.

2. Background

The Finance Department is responsible for monthly financial reporting to ELT and Council, for the provision of financial advice to the organisation and council, the administration of the budget process, and the annual financial reporting and audit requirements.

There are opportunities to significantly build resilience and greater analytical insight into budgeting and reporting processes, and critical resource recruitment is underway.

3. Discussion

3.1 Divisional Operating Results

The divisional break down of the operating result is as follows:

- a. **Infrastructure and Open Space** as at December 2022 was \$4.3 million or 13.7% favourable to budget and mainly reflective of positive outcomes to date with materials and services.
- b. **Planning and Place** was \$0.9 million favourable to budget supported by income performance in line with budget expectations and lower Consultants costs.
- c. **Community Strengthening** was \$0.4 million favourable to budget and particularly associated with Access Care.
- d. **Customer and Corporate Support** was \$0.6 million favourable to budget largely due to spends in line with budget and some savings from vacancies across the division.
- e. **CFO Division** is \$65k below budget with forecast \$0.4 million favourable to budget largely due to insurance premium lower than expected.

3.2 Issues Arising and future budget processes

Officers are in the midst of the draft 2023/24 Budget process within challenging economic environment with inflationary pressure on materials and services and potentially higher employment costs due to lower unemployment rate creating competition to recruit and retain talents.

4. Consultation

4.1 Internal Consultation:

There is ongoing contact between Finance and Departments on significant transactions and budget variances.

4.2 Community Consultation:

N/A

5. Compliance Checklist

5.1 Council Plan Alignment

Strategic Direction: Well-governed - Council will be collaborative, accountable, transparent, responsive, well-informed and efficient.

Strategy: Look after the community's financial resources responsibly and efficiently

5.2 Governance Principles Alignment

Principle (g) - the ongoing financial viability of the Council is to be ensured.

5.3 Risk considerations

The financial sustainability of council will be challenged by inflation and budget pressures and this requires active management from council and officers.

Appendices

Appendix 1 - 2022/23 Forecast CIS (Ref 23/13252) 

Author/s: Yenni Lim, Manager Finance

Reviewed and Approved By: Bernard Rohan, Chief Financial Officer

12.3

FULL YEAR FORECAST 2022/23

1	2022/23 Forecast CIS.....	387
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Forecast versus Adopted Budget Report Full Year 2022/23

community inspired leadership



Operating Financial Performance - Full Year Forecast Versus Adopted Budget with YTD December 2022 Actuals

Net Operating Surplus/(Deficit)	Adopted Budget FY	Forecast FY	Variance Forecast v Budget	Status	YTD Budget	YTD Actual	YTD Variance	YTD Var%	Status
Income									
Rates	\$159,733,099	\$159,742,650	\$9,551	✓	\$158,974,774	\$158,892,417	(\$82,357)	(0.1%)	⚠
Grants and Subsidies	\$43,518,179	\$44,084,402	\$566,223	✓	\$22,128,197	\$24,795,088	\$2,666,891	12.1%	✓
Capital Grants	\$15,833,945	\$15,883,245	\$49,300	✓	\$15,493,945	\$15,514,375	\$20,429	0.1%	✓
Contributions	\$6,801,286	\$6,825,700	\$24,414	✓	\$388,147	\$498,955	\$110,808	28.5%	✓
Statutory fees and fines	\$9,869,946	\$9,723,694	(\$146,252)	✗	\$4,693,237	\$4,476,677	(\$216,559)	(4.6%)	✗
User Fees	\$20,439,110	\$20,639,451	\$200,341	✓	\$10,514,442	\$10,468,930	(\$45,512)	(0.4%)	⚠
Interest Income	\$400,000	\$1,100,000	\$700,000	✓	\$200,000	\$1,032,913	\$832,913	416.5%	✓
Other Income	\$912,807	\$832,625	(\$80,182)	⚠	\$467,963	\$447,129	(\$20,834)	(4.5%)	⚠
Total Income	\$257,508,373	\$258,831,767	\$1,323,394	✓	\$212,860,705	\$216,126,483	\$3,265,778	1.5%	✓
Expenditure									
Employee Costs	\$105,283,495	\$106,615,498	(\$1,332,003)	✗	\$52,930,541	\$52,924,671	\$5,870	0.0%	✓
Materials & Services	\$98,310,786	\$100,324,127	(\$2,013,342)	✗	\$48,721,404	\$45,328,956	\$3,392,449	7.0%	✓
Bad and Doubtful Debts	\$50,000	\$50,000	\$0	✓	\$25,000	\$0	\$25,000	100.0%	✓
Depreciation & Amortisation	\$38,244,509	\$38,244,509	\$0	✓	\$19,122,255	\$19,072,220	\$50,034	0.3%	✓
Interest/Borrowing Costs	\$500,000	\$500,000	\$0	✓	\$250,000	\$222,162	\$27,838	11.1%	✓
Total Expenditure	\$242,388,790	\$245,734,134	(\$3,345,344)	✗	\$121,049,200	\$117,548,009	\$3,501,191	2.9%	✓
Net proceeds from Disposal of Assets	\$100,000	\$100,000	\$0	✓	\$50,000	\$43,754	(\$6,246)	(12.5%)	⚠
Net Proceeds from Disposal of Assets	\$100,000	\$100,000	\$0	✓	\$50,000	\$43,754	(\$6,246)	(12.5%)	⚠
Net Operating Surplus / (Deficit)	\$15,219,583	\$13,197,633	(\$2,021,950)	✗	\$91,861,504	\$98,622,228	\$6,760,724	7.4%	✓

✓ Favourable variances

⚠ Unfavourable variances, less than \$100K

✗ Unfavourable variances, \$100K or greater

Organisation Level Report

Financial Executive Summary

This report is to inform the Council of the 2022/23 Forecast compared to Council's 2022/23 Adopted Budget. This report comprises an Operating Income Statement and a summary of major variances.

Operating Results

The full year forecasted operating surplus is \$13.2 million compared to the full year budgeted surplus of \$15.2 million, which is \$2.0 million unfavourable. Of that, income is favourable by \$1.3 million, and expenditure is unfavourable by \$3.3 million. The key variances from budget are detailed below:

(a) Rates Income

Rates income forecast is \$159.7 million and is in line with the budget.

(b) Grants and Subsidies

Grants and Subsidies revenue forecast is \$44.1 million and is \$0.5 million favourable to budget. The grants increases are \$0.357 million in Kingston Business in City Economy and Development for RIFF third grant funding payment for C2B project and Melaleuca Drive shopping centre and Chandler Street shopping precinct grants, and \$0.130 million in Bushland & Foreshore for Perri Urban Bunurong grant. Open Space department grant of \$2.45 million grant for maintenance of the new open space created through the Dandenong Line Crossing Removals carried over to year 2022/23 as unspent and showing as YTD favourable variance, hasn't been included as addition to the forecast, as this is a 10-year grant and spend of it will be further assessed at the year-end 2022/23 and if not spent, it will be further carried over as unspent to year 2023/24. Inclusive Communities increased grants by \$0.16 million for Cultural Meals and Derrimut Weelam Gathering Place. This is offset by \$0.18 million reduction in Department of Health grant funding to Maternal & Child Health.

(c) Capital Grants

Capital Grants revenue forecast is \$15.1 million and is in line with the budget. The \$9.3 million grants received and budgeted in year 2021/22 and carried over to year 2022/23 as unspent various capital grants haven't been included as addition to the forecast, as spend of the capital grants received will be further assessed at the year-end 2022/23 and if not spent, it may be further carried over as unspent to year 2023/24.

(d) Contributions

Contributions revenue forecast is \$6.1 million and is in line with the budget.

(e) Statutory Fees and Fines

Overall, the Statutory Fees and Fines revenue forecast is \$9.7 million and is in line with the budget with slight adjustments to reflect YTD Dec 2022 results. Family, Youth and Children's Services anticipated reduced Parent Administration Fees from Family Day Care as the department continues to rebuild its pool of family day care subsequent to lockdowns resulting in an unfavourable forecast of \$0.17 million. Similarly, City Development's statutory fees has been reduced by \$0.1 million. This is offset slightly by the increase in Boatshed Permit fees.

(f) User Fees

User Fees revenue forecast is \$20.6 million and is \$0.2 million favourable to budget. The user fees increases are in line with YTD December actuals for \$0.11 million increase in Infrastructure in Civil Assets Planning for Capital delivery roads and drains, \$57k in Hard waste in City Works, \$40k in Parklet Program in Kingston Business. Active Kingston's Member Services is increased to reflect better performance by \$0.1 million. Those increases are offset with decreases of \$48k in Inclusive Communities in Community Hubs and \$55k in Events due to overall lower applications from appropriate vendors. Unfavourable \$0.6 million Actuals for Property Services is likely to resolve by the financial year end once Leasing invoices are finalized thus no changes is made to its forecast.

(g) Interest Income

Interest Income forecast is \$1.1 million and is \$0.7 million favourable to budget. This is due to higher rates compared to previous year and increasing trend expected to continue resulting in higher income from investments in term deposits.

(h) Other Income

Other Income is \$0.8 million and is \$0.1 million unfavourable to budget, which is in line with YTD November actuals.

(i) Employee Costs

Employee Costs expenditure forecast is \$106.6 million and is \$1.3 million unfavourable to budget. Whilst the December 2022 Actuals is in line with YTD Budget, Forecast has been adjusted against departments with unfavourable variances particularly in Casual Salaries. Additionally, \$0.6 million is adjusted in Forecast for Workcover to reflect increased premium. Family, Youth and Children Services is \$0.35 million unfavourable in Casuals as the department continues to cover vacancies and absences which reflects industry-wide staffing shortages. \$1.0 million is allocated to support Arts and Libraries restructure however this is offset by assumed savings in Permanent Salaries due to temporary vacancies across City Works (\$228k favourable), Access Care (\$431k favourable), Information Services (\$100k favourable), and Advocacy, Communications and Engagement (\$100k favourable). Temporary Agency Staff cost is in line with budget.

(j) Materials & Services

Materials and Services total expenditure forecast is \$101.6 million and is \$2.0 million unfavourable to budget. This is not withstanding with the Actuals December 2022 with \$3.4 million favourable to budget as Forecast assumes a larger spend due to anticipated inflationary pressure in the remaining year. Legal costs is expected to be \$1.4 million higher from various legal matters and settlements. There can be a delay in payment for those matters and settlements, and the expenses may be carried over to year 2023/24, resulting in the saving in 2022/23. Departments with public amenity and safety responsibility such as City Works,

Open Space and Infrastructure not only retain but also increase their respective Materials and Services costs. City Works forecast is \$0.55 million unfavourable, of that \$0.4 million in waste management due to higher diesel costs and \$0.2 million unfavourable in Civil Maintenance in drains due major weather events and increasing proactive drain cleaning schedules. Infrastructure forecast is \$0.2 million unfavourable in Traffic & Transport Street lights due to higher electricity cost. Open Space forecast is \$0.156 million unfavourable with expected increased costs in reserve mowing, reactive/ programmed tree maintenance and foreshore maintenance.

(k) Bad and Doubtful Debts

Bad and Doubtful Debts are forecasted in line with budget.

(l) Depreciation & Amortisation

Depreciation and amortisation expenses are forecasted in line with budget.

(m) Interest / Borrowing Costs

Interest / Borrowing Costs total expenditure are forecasted in line with budget.

(n) Net Proceeds from Disposal of Assets

Net Proceeds from Disposal of Assets are forecasted in line with budget.

13. Notices of Motion

Ordinary Council Meeting

30 January 2023

Agenda Item No: 13.1


NOTICE OF MOTION NO. 1/2023 - CR OXLEY - MOSQUITO MANAGEMENT PLAN

That Officers provide a report no later than April 2023 considering the development and implementation of a Mosquito Management Plan for the City of Kingston. The report is to consider (but not limited to)

- Management of Mosquitos in Public Spaces
- Information campaigns for management of Mosquitos on Private Premises as well as dissemination of public health information
- Opportunities for a reporting system where residents can report breeding risks on public land like large stagnant water bodies after floods as well as breeding sites that may be of a concern due to larvae or mosquito numbers
- Risk minimisation
- Levels of intervention due to weather conditions

Cr Georgina Oxley

Appendices

Appendix 1 - Guidance Note - Notice of Motion No. 1/2023 - Mosquito Management Plan - Ordinary Council Meeting 30 January 2023 (Ref 22/356915) 

13.1

NOTICE OF MOTION NO. 1/2023 - CR OXLEY - MOSQUITO MANAGEMENT PLAN

1	Guidance Note - Notice of Motion No. 1/2023 - Mosquito Management Plan - Ordinary Council Meeting 30 January 2023	399
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Notice of Motion No. 1/2023 – Mosquito Management Plan

Guidance Note

Date of Ordinary Council Meeting: 30 January 2023



Notice of Motion

Cr. Oxley has submitted the following Notice of Motion to the 30 January 2023 Council Meeting:

Motion:

That Council:

1. Officers provide a report no later than April 2023 considering the development and implementation of a Mosquito Management Plan for the City of Kingston. The report is to consider (but not limited to):
 - a. Management of Mosquitos in Public Spaces
 - b. Information campaigns for management of Mosquitos on Private Premises as well as dissemination of public health information
 - c. Opportunities for a reporting system where residents can report breeding risks on public land like large stagnant water bodies after floods as well as breeding sites that may be of a concern due to larvae or mosquito numbers
 - d. Risk minimisation
 - e. Levels of intervention due to weather conditions

Officer Advice

Mosquito management is overseen by the Victorian Department of Health. There is no legislative requirement that Council prepares a mosquito management plan, which is a plan that monitors the spread of mosquito borne diseases. As such, there are two primary reasons that a council may prepare a mosquito management plan:

1. **Where the Department of Health identifies a prioritised need in a particular location or region to control and manage mosquito borne diseases where there is a risk to public health.** In this case, councils are funded to undertake surveillance activities and as part of the funding agreement, a mosquito management plan is required.

The Department of Health's current priority is in the northern region councils where the flood emergency has caused a high risk of Japanese Encephalitis, as well as other mosquito borne diseases. Funding, resources and lab analysis is prioritised for those councils in the northern region. The Department's Public Health Entomology team has confirmed that the City of Kingston is not a high-risk Council in terms of being a source of mosquito borne disease. Therefore, there is no requirement from the Department of Health that Council needs to prepare a mosquito management plan or undertakes surveillance.

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2. Where a council determines the need to prepare a mosquito management plan based on local conditions.

Where there is no alignment to the Department of Health's identified high risk regions, a locally prepared mosquito management plan will be difficult to implement. There is one lab in Victoria that processes all of the state's entomological tasks, and the Department's priorities takes precedence. Therefore, any localised surveillance and monitoring is likely to take up to six months to process and won't be a useful tool to inform the risk.

Also, under the *Public Health and Wellbeing Regulations 2019*, an owner or occupier is required to undertake control activities in relation to mosquito breeding on their land. In addition to this landowner requirements, Council also has responsibilities for investigating notification of mosquito breeding and assisting the Department of Health as required. Council's Pathway CRM system logs complaints and notifications relating to mosquitos for investigation. A mosquito management plan would have no impact on these existing responsibilities and established processes.

We are aware that the Department of Health is developing a model Mosquito Management Plan, which is due for completion sometime in 2023. The Department will identify priority regions and may offer opportunities for councils to participate in funded surveillance and monitoring for emerging issues such as Buruli Ulcer and Ross River virus. It is recommended that any decision to prepare a mosquito management plan be deferred until the Department's Plan has been circulated and Council has the opportunity to pursue participation in any subsequent monitoring programs.

With much of the topography of City of Kingston south of Mordialloc Creek being at or below sea level, in wet conditions it is common for the soil to be saturated. Meaning that large pools of water can form in open spaces. Due to the complete saturation of the soil, pumping of these pools of water would only result in water egressing over time back into the pool. There is also the complication of where to pump the water, as many of the waterways will be at capacity during wet times and it would not be appropriate to pump into sewer.

Benchmarking across other Victorian Open Space Managers have reported that pumping of standing water is rarely undertaken. The main method of reducing mosquito populations is spraying with larvicide, which is done when recommended by the Department of Health in higher risk locations. Larvicide chemical is a targeted product which focuses on the destruction of the mosquito whilst in its larval form. Treatment is carried out on standing water areas and a registered contractor must be used.

However, as has been seen with the recent wet conditions, natural predators of the mosquito and their larvae are opportunistic and respond to the increase in food supply. Thus, increased number of dragonflies, damselflies and frogs across Victoria has been noted lately.

Having regard to the NOM and the above background, it is recommended that Council:

1. Prepare a Communications Plan to proactively share information with residents on mosquito control, reporting and how to best manage local conditions.

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2. The Manager City Economy and Innovation writes a letter to the Department of Health to outline the City of Kingston's support should the Department request the Council undertake surveillance and monitoring of Ross River virus and Buruli Ulcer.

This Guidance Note was completed by Tania Asper (Manager City Economy and Innovation) with the assistance of Emily Boucher (Manager Open Space).

Ordinary Council Meeting

30 January 2023

Agenda Item No: 13.2


NOTICE OF MOTION NO. 2/2023 - CR OXLEY - GOVERNANCE RULES CHANGES

Given that Councillors are not currently afforded the opportunity to speak to the nomination of any candidate at the yearly Statutory Meeting to elect the Mayor and Deputy Mayor.

That officers provide a report to Council commencing a change to the Governance Rules to allow for Councillors to speak to the nomination of a candidate/s for the position of Mayor or Deputy Mayor prior to the candidate being declared elected or a vote being undertaken at the Statutory Meeting. This report should be provided to Council with enough time to allow changes to the Governance Rules to be in place prior to the 2023 Statutory Meeting.

Cr Georgina Oxley

Appendices

Appendix 1 - Guidance Note - Notice of Motion No. 2 2023 - Cr Oxley - Governance Rules Changes - Ordinary Council Meeting 30 January 2023 (Ref 22/356934) 

13.2

NOTICE OF MOTION NO. 2/2023 - CR OXLEY - GOVERNANCE RULES CHANGES

- 1 Guidance Note - Notice of Motion No. 2 2023 - Cr Oxley -
Governance Rules Changes - Ordinary Council Meeting 30
January 2023..... 407

Notice of Motion No. 2/2023 – Governance Rules Changes

Guidance Note

Date of Ordinary Council Meeting: 30 January 2023



Notice of Motion

Cr. Oxley has submitted the following Notice of Motion to the 30 January 2023 Council Meeting:

Preamble:

Given that Councillors are not currently afforded the opportunity to speak to the nomination of any candidate at the yearly Statutory Meeting to elect the Mayor and Deputy Mayor.

Motion:

I move that:

Officers provide a report to Council commencing a change to the Governance Rules to allow for Councillors to speak to the nomination of a candidate/s for the position of Mayor or Deputy Mayor prior to the candidate being declared elected or a vote being undertaken at the Statutory Meeting. This report should be provided to Council with enough time to allow changes to the Governance Rules to be in place prior to the 2023 Statutory Meeting.

Officer Advice

To provide advice on the implications of implementing such amendments into the Governance Rules, a future report in 2023 would address (but is not limited to) the following:

- *the assessment of this proposal in the context of the election of the Mayor and Deputy Mayor, which is a separate process from determining a motion under the current Governance Rules;*
- *the assessment of whether a motion is required or not to speak to nominations to enable existing rules of debate and speaking times to apply in accordance with the Governance Rules;*
- *consideration of various scenarios that the change may facilitate, including pros/cons of any change;*
- *the role of the Chief Executive Officer and Mayor as Chair in facilitating this process during the Election of the Mayor and the Deputy Mayor; and*
- *further benchmarking of other Councils Governance Rules of any similar process.*

Allowing Councillors to speak to the nomination of a candidate/s for the position of the Mayor/Deputy Mayor is not a specific practice undertaken by neighbouring Councils. A review of the Governance Rules of Bayside, Frankston, Glen Eira, Greater Dandenong and Mornington Peninsula Shire, similar to Kingston there are no specific provisions that allow for this. Frankston City Council allows each candidate to speak to their own nomination for three minutes where

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there are two or more candidates, however they do not allow other Councillors who are not nominated to speak.

Section 60 of the Local Government Act 2020 guides the process for amending the Governance Rules, including a community engagement process prior to final adoption by Council. This report would need to be presented to an Ordinary Council Meeting no later than July 2023 to allow sufficient time to undertake this statutory engagement process prior to formal adoption.

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Ordinary Council Meeting

30 January 2023

Agenda Item No: 13.3

NOTICE OF MOTION NO. 3/2023 - CR DAVIES - MENTONE LIFE SAVING CLUB AMENDMENT TO PLANNING PERMIT

Background

At the Council Meeting on 14 December 2020 Council resolved in relation to section 1a) of item 8.4 as follows:

That Council determine to support the proposal and issue a Notice of Decision to grant a Planning Permit to use of the land for an innominate use (Life saving club) and place of assembly, reduce the car parking requirements of Clause 52.06 and removal of native vegetation pursuant to Clause 52.17 at 66 Bay Trail, Mentone (Mentone Life Saving Club Clubhouse) , subject to the following conditions:

1. *Before any permitted clearing of native vegetation starts, amended plans to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plans will be endorsed and will form part of this permit. All works constructed or carried out must be in accordance with the endorsed plan. The plans must be drawn to scale with dimensions and georeference that clearly show:*
 - (a) *The provision of a landscape plan in accordance with the submitted development plan, with such plans to be prepared by a suitably qualified landscape professional to the satisfaction of the Responsible Authority and incorporating:*
 - (i) *A planting schedule of all proposed trees and shrubs, including botanical names, common names, pot sizes, sizes at maturity, and quantities of each plant;*
 - (ii) *A survey, including, botanical names of all existing trees to be retained on the site including Tree Protection Zones calculated in accordance with AS4970-2009;*
 - (iii) *460 square metres of plants from EVC161 Coastal Headland Scrub with the percentage of each plant consistent with the Department of Sustainability and Environment EVC/Bioregion benchmark for vegetation quality assessment, Gippsland Plain bioregion;*
 - (iv) *A minimum of 20 Allocasuariana Verticillata (Drooping) She-Oak, planted at a minimum 2 metres in height;*
 - (v) *Notes regarding site preparation, including the removal of all weeds, proposed mulch, soil types and thickness, subsoil preparation and any specific maintenance requirement; and*
 - (vi) *Tree protection measures accurately drawn to scale and labelled as per the endorsed tree management plan."*
1. The Department of Environmental, Land, Water and Planning (DEWLP) has designated various dominant ecological vegetation classes along our foreshore. These classes prescribe what vegetation should be planted in such areas. The area at Mentone Life Saving Club is designated by DEWLP as EVC161 – Coastal Headland Scrub.
2. *Allocasuariana Verticillata (Drooping) She-Oak* is not part of EVC161 - Coastal Headland Scrub.

That Council that Council officers submit for Council's consideration amendments to planning permit KP-2020/420-Mentone Life Saving Club Club House, 66 Bay Trail Mentone as follows;:

- (a) Amend condition 1(a)(i) to include the words noted in bold so that it reads - "a planting schedule of all proposed trees and shrubs **(such trees and shrubs to be from those listed in EVC161 – Coastal Headland Scrub)** , including botanical names, common names, pot sizes, sizes at maturity, and quantities of each plant;
- (b) Delete condition 1(a)(iv).

Cr Tracey Davies

Appendices

Appendix 1 - Guidance Note - Notice of Motion No. 3 2023 - Mentone Life Saving Cub
Amendment to Planning Permit - Cr Davies - Council Meeting 30
January 2023 (Ref 22/356991) 

13.3

NOTICE OF MOTION NO. 3/2023 - CR DAVIES - MENTONE LIFE SAVING CLUB AMENDMENT TO PLANNING PERMIT

- 1 Guidance Note - Notice of Motion No. 3 2023 - Mentone Life
Saving Cub Amendment to Planning Permit - Cr Davies -
Council Meeting 30 January 2023 413

Notice of Motion No. 3/2023 – Mentone Life Saving Club Amendment Planning Permit

Guidance Note

Date of Ordinary Council Meeting: 30 January 2023



Notice of Motion

Cr. Davies has submitted the following Notice of Motion to the 30 January 2023 Council Meeting:

Preamble:

1. *At the Council Meeting on 14 December 2020 Council resolved in relation to section 1a) of item 8.4 as follows:*

That Council determine to support the proposal and issue a Notice of Decision to grant a Planning Permit to use of the land for an innominate use (Life saving club) and place of assembly, reduce the car parking requirements of Clause 52.06 and removal of native vegetation pursuant to Clause 52.17 at 66 Bay Trail, Mentone (Mentone Life Saving Club Clubhouse), subject to the following conditions:

1. *Before any permitted clearing of native vegetation starts, amended plans to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plans will be endorsed and will form part of this permit. All works constructed or carried out must be in accordance with the endorsed plan. The plans must be drawn to scale with dimensions and georeference that clearly show:*
 - (a) *The provision of a landscape plan in accordance with the submitted development plan, with such plans to be prepared by a suitably qualified landscape professional to the satisfaction of the Responsible Authority and incorporating:*
 - (i) *A planting schedule of all proposed trees and shrubs, including botanical names, common names, pot sizes, sizes at maturity, and quantities of each plant;*
 - (ii) *A survey, including, botanical names of all existing trees to be retained on the site including Tree Protection Zones calculated in accordance with AS4970-2009;*
 - (iii) *460 square metres of plants from EVC161 Coastal Headland Scrub with the percentage of each plant consistent with the Department of Sustainability and Environment EVC/Bioregion benchmark for vegetation quality assessment, Gippsland Plain bioregion;*
 - (iv) *A minimum of 20 Allocasuariana Verticillata (Drooping) She-Oak, planted at a minimum 2 metres in height;*

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- (v) *Notes regarding site preparation, including the removal of all weeds, proposed mulch, soil types and thickness, subsoil preparation and any specific maintenance requirement; and*
 - (vi) *Tree protection measures accurately drawn to scale and labelled as per the endorsed tree management plan."*
2. *The Department of Environmental, Land, Water and Planning (DEWLP) has designated various dominant ecological vegetation classes along our foreshore. These classes prescribe what vegetation should be planted in such areas. The area at Mentone Life Saving Club is designated by DEWLP as EVC161 – Coastal Headland Scrub.*
 3. *Allocasuariana Verticillata (Drooping) She-Oak is not part of EVC161 - Coastal Headland Scrub.*

Motion:

That Council officers submit for Council's consideration amendments to planning permit KP-2020/420-Mentone Life Saving Club Club House, 66 Bay Trail Mentone as follows:

- (a) *Amend condition 1(a)(i) to include the words noted in bold so that it reads - "a planting schedule of all proposed trees and shrubs (**such trees and shrubs to be from those listed in EVC161 – Coastal Headland Scrub**) , including botanical names, common names, pot sizes, sizes at maturity, and quantities of each plant;*
- (b) *Delete condition 1(a)(iv).*

Officer Advice

Officers have previously advised Councillors in response to the appropriateness of a 'two step' process to consider an Amendment to a Planning Permit where Council is the Permit Applicant or entity responsible for the intended works. This advice was provided in response to Guidance Note 31/2022 and indicated:

Requests to amend conditions of a Planning Permit are normally dealt with under Officer Delegation but on this occasion the Application is one lodged on behalf of the Council. It is therefore recommended that should the Council be seeking to Amend the Planning Permit conditions as identified by the motion a 'two step' process occur. The first step would involve the Amendment Application being lodged for assessment by the City Development Department. The second step being a formal report prepared by City Development for the consideration by either the Council or Planning Committee. It is considered appropriate that should an Amendment request proceed it be considered by Council or Planning Committee.

Guidance Note prepared by Jonathan Guttman – General Manager Planning and Place

Ordinary Council Meeting

30 January 2023


Agenda Item No: 13.4

NOTICE OF MOTION NO. 4/2023 - CR DAVIES - FORESHORE GUIDELINES

1. That Council Officers provide a report for the consideration of Council presenting a draft Guideline concerning the foreshore beach areas in Kingston, such Guideline to include, but not be limited to the following areas:
 - (a) The requirement of Council to acknowledge the dominant ecological vegetation class (EVC) established by the Department of Energy, Environment and Climate Action (DEECA) which applies to an area in Kingston where removal of vegetation and/or planting of vegetation or trees is proposed.
 - (b) The Guideline will set out in table format the location of each applicable EVC in Kingston so that any resident, councillor or council employee can discern easily which EVC is the dominant EVC in a particular area of foreshore.
 - (c) Any planting schedule is to comply with the dominant EVC with no vegetation or trees not included in that EVC to be planted.
 - (d) Planting of trees to be on a 1:1 basis and a deviation from a 1:1 ratio would only be considered if it can be shown that no adverse impact to the EVC will occur.
 - (e) Notify abutting residents of the proposed planting via addressed mail. Such notification to include why the plantings are important, EVC(s) which applies, why the plants will be planted and invite residents to meet staff on site to discuss the location of plants.
 - (f) Where possible plants/trees should not impact on the views of residents or users of the Bay Trail.
 - (g) Ensure that all Life Saving Clubs facilities in Kingston have unimpeded views of the beach.
 - (h) Have regard to DEECA's Bioregions and EVC Benchmark guidelines for Gippsland Plain which is relevant to Kingston.
2. The aim of the Guideline is to protect and support the dominant EVC that applies in each location in Kingston.
3. This draft Guideline should be prepared no later than March/April 2023.

Cr Tracey Davies

Appendices

Appendix 1 - Guidance Note - Notice of Motion No. 4/2023 - Cr Davies - Foreshore Guidelines - Ordinary Council Meeting 30 January 2023 (Ref 23/11267)  [↓](#)

13.4

NOTICE OF MOTION NO. 4/2023 - CR DAVIES - FORESHORE GUIDELINES

- 1 Guidance Note - Notice of Motion No. 4/2023 - Cr Davies -
 Foreshore Guidelines - Ordinary Council Meeting 30 January
 2023 419

Notice of Motion No. 4/2023 – Foreshore Guidelines

Guidance Note

Date of Ordinary Council Meeting: 30 January 2023



Notice of Motion

Cr. Davies has submitted the following Notice of Motion to the 30 January 2023 Council Meeting:

Motion:

1. That Council Officers provide a report for the consideration of Council presenting a draft guideline concerning the foreshore beach areas in Kingston, such Guideline to include, but not be limited to the following areas:
 - (a) The requirement of Council to acknowledge the dominate ecological vegetation class (EVC) established by the Department of Energy, Environment and Climate Action (DEECA) which applies to an area in Kingston where removal of vegetation and/or planting of vegetation or trees is proposed.
 - (b) The Guideline will set out in table format the location of each applicable EVC in Kingston so that any resident, councillor or council employee can discern easily which EVC is the dominant EVC in a particular area of foreshore.
 - (c) Any planting schedule is to comply with the dominant EVC with no vegetation or trees not included in that EVC to be planted.
 - (d) Planting of trees to be on a 1:1 basis and a deviation from a 1:1 ratio would only be considered if it can be shown that no adverse impact to the EVC will occur.
 - (e) Notify abutting residents of the proposed planting via addressed mail. Such notification to include why the plantings are important, EVC(s) which applies, why the plants will be planted and invite residents to meet staff on site to discuss the location of plants.
 - (f) Where possible plants/trees should not impact on the views of residents or users of the Bay Trail.
 - (g) Ensure that all Life Saving Clubs facilities in Kingston have unimpeded views of the beach.
 - (h) Have regard to DEECA's Bioregions and EVC Benchmark guidelines for Gippsland Plain which is relevant to Kingston.
2. The aim of the guideline is to protect and support the dominant EVC that applies in each location in Kingston.
3. This draft guideline should be prepared no later than March/April 2023.

Officer Advice

Current Council Strategies and Notice of Motion points 1a, 1b, 1c, 1h

Currently there are two Council endorsed documents that protect and enhance local biodiversity, being the Biodiversity Strategy 2018-2023 and the Coastal Marine Management Plan 2021.

The Urban Forest Strategy which is presently undergoing community consultation will also provide further support and guidance and outline objectives the Council holds to grow its vegetation canopy to foster greater biodiversity and reduce urban heat.

The Biodiversity Strategy 2018-2023 outlines Council's ongoing commitment and responsibility to protect the natural assets throughout all of Kingston.

Many of the Notice of Motion points listed (1a, 1b, 1c and 1h) are already addressed in the current Biodiversity Strategy, including EVC mapping. The strategy is due for renewal at the end of 2023 with Habitat Hectare assessment and updated mapping currently being carried out in preparation.

The Coastal Marine Management Plan 2021 (CMMP 2021) was developed as a requirement of the Marine and Coastal Act 2018 and has been endorsed by Council and is currently waiting for final ministerial approval. The CMMP relates directly to the foreshore and has several council wide objectives that guide current and future management including:

Objective 2: Protect and enhance the environment, from our catchments through to the Bay

2a: Continue vegetation management and habitat enhancement, integrating best practice methods into current approaches. This includes consideration of

ecological vegetation classes (EVCs), sensitive/rare species, indigenous species,

and diversity along with definition of clear performance indicators (i.e. weed/pest control, native cover, number/presence of species).

2d: Explore urban cooling opportunities in coastal areas, including vegetation-based shade management, pervious surfaces.

Objective 3: Respect the natural environment and proactively strengthen our resilience to changing climate

3a: Review Council's asset management process to incorporate the CMMP, ensuring consideration of changing conditions and State policy.

Best practice in ecological restoration

Best practice in ecological restoration recognises that EVC's are a useful benchmarking tool based on a sub-set of typical species that contribute to a given plant community. The sub-set of typical species is not however a comprehensive species list, in recognition that vegetation types vary and can change seasonally (Biodiversity information explanatory document, DEECA (formally DELWP) 2017).

Where the goal is to achieve full ecological restoration, restoration works are best supported by a complete plant species list which is often far more complex than EVC benchmarking. Advice Council has received indicates that in some instances the pre and post settlement EVC or contributory vegetation may have changed and increasingly factors such as climate change are influencing the naturally reoccurring vegetation communities. Climate change will also consequentially influence the nature of replanting decisions around species selection.

Current restoration works throughout Kingston are based on this core principle supported by expert ecological advice provided through Habitat Hectare assessments. In response to this Notice of Motion should it proceed it is suggested that expert ecological advice on any guideline response is sought from ecologists familiar with the Kingston foreshore.

Notice of Motion points 1d, 1e, 1f, 1g

In response to the remaining Notice of Motion points:

- Planting of trees on a 1:1 replacement can be determined by Council and as identified above should be informed through ecological advice.*
- Notifying abutting residents of proposed plantings, importance of the plantings and EVC's on a site-by-site basis could be implemented, however given the volume of planting that occurs during the planting season, an efficient process would need to be developed to enable engagement but also to ensure our revegetation planting occurs timeously to align with aspirations to increase habitat and vegetation cover. As an approach, public notice can be provided on Council's website explaining principles, EVC maps and species and information provided where new plantings are proposed along the foreshore. Such notice could reinforce any advice Council has received regarding plantings from ecologists around alignment with ecological reinstatement objectives held for the relevant part of the foreshore.*
- In terms of ensuring plants and trees don't impact views, strategic location of canopy cover to minimise impact is already practiced in current ecological restoration works and the comments above regarding additional notification of abutting residents will further assist.*
- Vegetation around Life Saving Clubs will be managed in a considered way to ensure lifesaving activities, including appropriate views, are supported as best as possible.*

Summary

It is important that there is a consistent approach to vegetation management and ecological restoration works throughout Kingston's natural environment, including the foreshore, in line with Council strategies and broader national and state policies and guidelines.

On the basis the Notice of Motion proceeds, it will be important to consider the timing of developing the guidelines, relative to the Biodiversity Strategy (noting preparation work for its review is underway) and Coastal Marine Management Plan.

On the basis that the Notice of Motion proceeds, Council would need to give consideration to the appropriateness of exhibiting a draft guideline given the historical community interest and at times diverse views surrounding the management of existing and proposed replanting along the Kingston foreshore.

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.

Confidential Appendices

- 9.2 Kingston Women of the Year Awards 2023 Nominations and Selection of Winners**
Appendix 1, Appendix 1 CONFIDENTIAL Kingston Women of the Year Awards 2023-Nomination Summary is designated confidential as it relates to (s3(1)(f))
- 9.2 Kingston Women of the Year Awards 2023 Nominations and Selection of Winners**
Appendix 2, Appendix 2 CONFIDENTIAL Voting Outcome - Winners is designated confidential as it relates to (s3(1)(f))
- 9.2 Kingston Women of the Year Awards 2023 Nominations and Selection of Winners**
Appendix 3, Appendix 3 CONFIDENTIAL Nomination Withdrawal is designated confidential as it relates to (s3(1)(f))
- 9.2 Kingston Women of the Year Awards 2023 Nominations and Selection of Winners**
Appendix 4, Appendix 4 CONFIDENTIAL Disclosure of Council officers involvement is designated confidential as it relates to (s3(1)(f))
- 10.2 Award of Contract CON-22/061 - Kingston's New Aquatic and Leisure Centre Project - Principal Consultant Architect**
Appendix 1, CON-22/061 - Tender Financial Offer is designated confidential as it relates to (s3(1)(g))
- 10.2 Award of Contract CON-22/061 - Kingston's New Aquatic and Leisure Centre Project - Principal Consultant Architect**
Appendix 2, CON-22/061 - Tender Panel Evaluation Scores is designated confidential as it relates to (s3(1)(g))
- 10.2 Award of Contract CON-22/061 - Kingston's New Aquatic and Leisure Centre Project - Principal Consultant Architect**
Appendix 3, CON-22/061 - External Probity Advisor Report is designated confidential as it relates to (s3(1)(g))
- 10.3 Award of Contract CON-22/101 Sherwood Avenue Flood Mitigation Bicentennial Park, Chelsea - Stage 1**

**City of Kingston
Ordinary Council Meeting**

Agenda

30 January 2023

Appendix 1, CON-22/101 Tender Evaluation Matrix - Sherwood Avenue Flood Mitigation Bicentennial Park, Chelsea - Stage 1 is designated confidential as it relates to (s3(1)(j))

10.4 Award of Contract CON-21/103 - Elder Street South Reserve Development - Revised Contract Amount

Appendix 1, Elder Street South Reserve Project Budget (002) is designated confidential as it relates to (s3(1)(g))

