

Agenda

Ordinary Council Meeting

Monday, 21st October 2024

Commencing at 7.00pm
Council Chamber
1230 Nepean Highway, Cheltenham

This is the Agenda for the Council Meeting. For assistance with any agenda items, please call our free interpreting service on 131 450

Αυτή είναι η Ημερήσια Διάταξη της Συνεδρίασης του Δημοτικού Συμβουλίου. Για βοήθεια με οποιοδήποτε θέμα της ημερήσιας διάταξης, καλέστε τη δωρεάν υπηρεσία μας για διερμηνεία στο 131 450

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Il presente è l'ordine del giorno della seduta di consiglio. Per ricevere assistenza con le voci dell'ordine del giorno, chiamare il nostro servizio di interpretariato gratuito al numero 131 450

Đây là Chương Trình Nghị Sự của buổi Họp Hội Đồng Thành Phố. Để được hỗ trợ về bất kỳ mục nào trong chương trình họp, vui lòng gọi điện thoại đến dịch vụ thông dịch miễn phí theo số 131 450

यह काउंसिल की मीटिंग के लिए एजेंडा है। एजेंडे से जुड़ी किन्हीं चीज़ों के साथ सहायता के लिए, कृपया हमारी निःशुल्क दुभाषिया सेवा को 131 450 पर कॉल करें

Esta es la agenda para la reunión del Ayuntamiento. Para obtener ayuda con los artículos de la agenda, póngase en contacto con nuestro servicio gratuito de interpretación en el 131 450

هذا جدول الأعمال لاجتماع مجلس البلدية. للحصول على المساعدة فيما يتعلق بأي بند من بنود الجدول يرجى الاتصال بخدمات الترجمة الشفهية المجانية الخاصة بنا على الرقم 131 450

Ito ang Agenda para sa Pagpupulong ng Konseho. Para sa tulong sa anumang item sa agenda, mangyaring tawagan ang aming libreng serbisyo ng interpreting sa 131 450

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

21 October 2024

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, 21 October 2024.

1. Apologies

2. Confirmation of Minutes of Previous Meetings

Minutes of Ordinary Council Meeting 23 September 2024

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

4.1 Pedestrian Crossing for Elonera Preschool

4.2 Derelict House in Cheltenham

5. Delegates' Reports, Councillor Statements and Presentation of Awards

Nil

6. Question Time

7. Planning and Place Reports

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8.1 Lift Installation Update - Old Mentone Bakery..... 21

9. Infrastructure and Open Space Reports

Nil

10. Customer and Corporate Support Reports

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10.3 Biannual Report from the Audit and Risk Committee -
September 2024..... 275

11. Chief Finance Office Reports

Nil

12. Notices of Motion

Nil

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- 13. Urgent Business**
- 14. Confidential Items**
Nil

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 3.00pm 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 Governance Rules.

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

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Monday, 23rd September 2024

**City of Kingston
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**City of Kingston
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The meeting commenced at 7.02pm in the Council Chamber, 1230 Nepean Highway, Cheltenham.

Present: Cr Jenna Davey-Burns (Mayor)
Cr Tracey Davies (Deputy Mayor)
Cr David Eden
Cr Chris Hill
Cr George Hua
Cr Georgina Oxley
Cr Hadi Saab

In Attendance: Peter Bean, Chief Executive Officer
Jonathan Guttman, General Manager Planning and Place
Dan Hogan, General Manager Customer and Corporate Support
Steve Tierney, Acting General Manager Infrastructure and Open Space
Kate Waters, Acting General Manager Community Strengthening
Bernard Rohan, Chief Financial Officer
Kelly Shacklock, Manager Governance, Risk and Integrity
Andrew Hockley, Advocacy Lead
Jessica Baguley, Governance Officer
Ellie Lockard, Governance Officer
Gabrielle Pattenden, Governance Officer

1. Apologies

Apologies from Cr Bearsley and Cr Cochrane were submitted to the meeting.

Moved: Cr Davies

Seconded: Cr Hua

That the apologies from Cr Bearsley and Cr Cochrane be received.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Davies, Hill, Hua and Saab (7)

AGAINST: Nil (0)

2. Confirmation of Minutes of Previous Meetings

Moved: Cr Davies

Seconded: Cr Hill

That the Minutes of the Ordinary Council Meeting held on 26 August 2024 and the Special Council Meeting held on 16 September 2024 be confirmed.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Davies, Hill, Hua and Saab (7)

AGAINST: Nil (0)

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

There were no Conflicts of Interest submitted to the meeting.

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4. Petitions

4.1 Reduce Traffic, Speed and On-Street Parking on Argus Street and Friendship Square

Moved: Cr Saab

Seconded: Cr Davies

That the petition be referred to the Chief Executive Officer for response.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Davies, Hill, Hua and Saab (7)

AGAINST: Nil (0)

5. Delegates' Reports

Nil

Councillor Statements

Nil

Presentation of Awards

Nil

6. Question Time

Question time was held at 7.08pm.

Note:

- A question from one submitter was not accepted due to non-compliance with the Governance Rules as it was determined repetitive of a question already answered.
- Preambles submitted with questions are not read out.
- In accordance with Sub-Rule 39.8 of the Governance Rules, questions of a similar nature were grouped together.
- Section 304 of the Local Government Act 2020 deems that a Councillor or member of Council staff must not use Council resources in a way that is intended to is likely to affect the result of an election during the Election Period. In accordance with the Act, submitters' names were not read out.

Question,

"Can the CEO or relevant responsible officer please advise how much has been collected by the council since 1st January 2021 in stormwater quality contributions from developers in-lieu of adequate and appropriate drainage infrastructure being included as part of the building permits? Can the CEO please advise what if any projects since that date have been funded from this balance to provide for the increased drainage and other network capacity – or other stormwater/drainage and other network capacity or other stormwater/drainage asset upgrades or improvements - that these contributions are meant to provide for?"

The General Manager Planning and Place provided the following response,
"The Stormwater in lieu contribution scheme deals with the treatment of stormwater and does not deal with the provision of drainage infrastructure on site. Each site is assessed for drainage infrastructure requirements when permits are sought from Council. \$2.3 million has been collected by the Council in stormwater quality contributions since 1 January 2021, bringing a total balance as at end of 30 June 2024 to \$4.2 million. As responded to at the August Council Meeting in response to an earlier question, the Council has prioritised Bricker Reserve Moorabbin (design by mid-2025 and construction in 2026) and Le Page Park design will occur over the coming year following successful grant funding from Melbourne Water. Council seeks to ensure that wherever possible it works with Melbourne Water to also obtain capital funding through partnerships for stormwater enhancement projects."

Question,

"What is the total amount of money brought in by the \$600 fee in the last financial year, which is charged to strip shop owners who use the footpath in front of their shops to e.g. put table chairs on etc. One figure please."

The General Manager Planning and Place provided the following response,
"The Council revenue from the 220 footpath trading permits it issued in 2023/24 financial year was \$124,874. Permits include the erection of A-frame signs, the storage of goods on the footpath or the placement of chairs and tables."

Question,

"What are Council's Plans for the former Nursing home in Brindisi Street Mentone? Is Council considering giving or leasing this property to a social housing provider?"

The Chief Finance Office provided the following response,
"A copy of the Mentone Structure Plan is available on Council's website. The Structure Plan reinforces the need to consider Remo Street for future consideration of Mentone open space needs. The basis for this is the land's immediate adjacency to the Keith Styles reserve. The Council has not discussed the future leasing of this property, which could occur in the short-medium term. Without pre-empting the considerations of a future Council, it is likely that the open space needs of the area would also require consideration."

Question,

"Can the public please know who proposed the motion to raise the remuneration of the CEO which was reviewed on the night of the 16th September, which was the last day before council went into caretaker mode?"

The General Manager Customer and Corporate Support provided the following response:

"The CEO Employment Matters Committee, comprised of Councillors and two independent members, recommended the motion that was moved and resolved by Council at the Council Meeting 16 September."

Question,

"Is there a precinct plan for the Mentone Recreation Reserve and surrounds in existence? Where can the public see this?"

The General Manager Planning and Place provided the following response,

"The Council has not developed any recent precinct plans for the Mentone Recreation Reserve and its surrounds. The Mentone Structure Plan represents the most recently completed strategic land use planning work for the broader Activity Centre area."

Question,

"What is the total amount of money brought into the Council in the last financial year for all dog and cat registration fees?"

The General Manager Planning and Place provided the following response,

"The Council last year received \$1,174,192 in animal registration fees which includes the amounts charged for Domestic Animal Businesses. These fees relate to the 20,734 registrations which occurred in the previous financial year."

Question,

"Please, would the Council consider replacing bins on the beach, even if there are fewer than previous?"

Question,

"I would like the bins to be returned. If the council does not wish to do so, then I would like the council to acknowledge that their decision will make the beaches worse off."

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

"Bins that were previously on the sand are being relocated to beach access points just off the beach. This makes it possible and safe to empty the bins frequently during busy periods and is expected to lead to a better outcome. Officers will be monitoring the service change and will come back to Council in April of next year with a further report outlining the successes and challenges brought about by the change."

Question,

"Is it true that when you receive questions for Public Question time now you colour parts of the question submitted with different coloured highlighters e.g. green for the parts that can be read; yellow for the parts that cannot be read, red for the question to be banned and not read out at all, and purple for the parts of the question the mayor herself wants deleted?"

The General Manager Customer and Corporate Support provided the following response,

"Yes, in accordance with the Governance Rules, Division 8, clause 39."

Question,

"Is it legally allowable for a Council and Councillors to vote for a change in the status of the accessway we all use currently, into a 'public highway' whilst the Council is in Caretaker mode? Are our Councillors aware that there is a lot at stake in this vote and it will have huge ramifications for the future of Mentone?"

Question,

“Is the private landowner who owns the land and the accessway into Florence St behind Safeway in Mentone in agreement with Council planning to take away his private property by voting to make it a ‘public highway’ as mentioned in your Item 7.3 Agenda Council meeting 23 Sept’ 24? Is mentioning that this landowner might not be subject to compensation for this takeover of his private property an intimidatory posture and that negotiations between Council and this owner have broken down?”

The General Manager Planning and Place provided the following response,

“The Council is not voting to change the status of the land; it is resolving to commence a statutory process under the Local Government Act to further consider this matter as part of a consultation process, that would occur post the Council election period. It would be necessary post any consultation to seek direction from the Council pending review of any submissions which it receives. The process outlined in the Council report would be the opportunity for Council to engage with those directly affected by the proposal including landowners. The intent of the report in relation to the subject land is not intended to be an ‘intimidatory posture’; it is a recognition that the land in question identified through the Mentone Structure Plan as a proposed road, could be potentially developed eliminating access in this location to the Mentone Shopping Centre.”

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7. Planning and Place Reports

7.1 Town Planning Application Decisions - August 2024

Moved: Cr Hill

Seconded: Cr Davies

That the report be noted.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Davies, Hill, Hua and Saab (7)

AGAINST: Nil (0)

7.2 This is Chelsea - Community Consultation Outcomes

Moved: Cr Oxley

Seconded: Cr Eden

That Council:

1. Note the 'This is Chelsea Community Consultation Summary Report' provided at Appendix 1; and
2. Be presented with a report to the next Council prior to the exhibition of the Draft Structure Plan.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Davies, Hill, Hua and Saab (7)

AGAINST: Nil (0)

7.3 Mentone Car Park

Moved: Cr Hill

Seconded: Cr Saab

That Council defer consideration of this matter until the December 2024 Ordinary Council Meeting after the establishment of the next Council.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Davies, Hill, Hua and Saab (7)

AGAINST: Nil (0)

Note: Cr Hill requested through the Chair and was granted by an extension of time of two minutes to speak on the matter.

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8. Community Strengthening Reports

Nil

**City of Kingston
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9. Infrastructure and Open Space Reports

9.1 Capital Works Program Results 2023/24 Financial Year

Moved: Cr Saab

Seconded: Cr Davies

That Council note the report and attachment.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Davies, Hill, Hua and Saab (7)

AGAINST: Nil (0)

**City of Kingston
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10. Customer and Corporate Support Reports

10.1 Governance and Compliance Report

Moved: Cr Davies

Seconded: Cr Saab

That Council receive the Informal Meetings of Councillors Records as attached at Appendix 1.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Davies, Hill, Hua and Saab (7)

AGAINST: Nil (0)

10.2 Performance Report - Council Plan Year Three - Quarter Four (April to June 2024)

Moved: Cr Hill

Seconded: Cr Saab

That Council note the status and commentary for the Year Three Annual Action Plan 2023–24 actions and Council Plan 2021-25 Strategic Indicators for Quarter Four (April to June 2024).

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Davies, Hill, Hua and Saab (7)

AGAINST: Nil (0)

10.3 Quarterly Advocacy Update

Moved: Cr Saab

Seconded: Cr Eden

That Council receive the September 2024 Advocacy update report.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Davies, Hill, Hua and Saab (7)

AGAINST: Nil (0)

11. Chief Finance Office Reports

11.1 Finance Report June 2024 and 2023/24 Financial Statement and Performance Statement

Moved: Cr Oxley

Seconded: Cr Davies

That Council

1. Note the recommendation from Council's Audit & Risk Committee;
2. Adopt in principle the 2023/24 Annual Performance Statement and Annual Financial Report (Annual Financial Statements) as part of the Annual Report, subject to any changes recommended or agreed to by the auditor;
3. Authorise Cr Davey-Burns (Mayor), Cr Georgina Oxley (Audit & Risk Committee member), and Peter Bean (Chief Executive Officer) to certify the Annual Financial Statements and Performance Statement for the year ended 30 June 2024, in their final form after any changes recommended or agreed by the auditor have been made, in accordance with the *Local Government (Planning and Reporting) Regulations 2020*; and
4. Authorise Cr Davey-Burns (Mayor) and Peter Bean (Chief Executive Officer) to sign the Governance and Management Checklist.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Davies, Hill, Hua and Saab (7)

AGAINST: Nil (0)

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12. Notices of Motion

Nil

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13. Urgent Business

There were no items of urgent business.

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14. Confidential Items

Nil

The meeting closed at 7.46pm.

Confirmed.....

The Mayor 21 October 2024

7. Planning and Place Reports

Ordinary Council Meeting

21 October 2024

Agenda Item No: 7.1

TOWN PLANNING APPLICATION DECISIONS - SEPTEMBER 2024

Contact Officer: Julianne Turner, Customer Liaison and Administration Officer

Town Planning Application Decisions – September 2024

Approved By: Jonathan Guttmann - General Manager, Planning & Development

Author: Alfred Carnovale – Acting Manager, City Development

Attached for information is the report of Town Planning Decisions for the month of September 2024.

A summary of the decisions is as follows:

Type of Decision	Number of Decisions Made	Percentage (%)
Planning Permits	56	64
Notice of Decision	16	18
Refusal to Grant a Permit	1	1
Other - Withdrawn (10) - Prohibited (0) - Permit not required (0) - Lapsed (5) - Failure to Determine (0)	15	17
Total	88	100

(NB: Percentage figures have been rounded)

OFFICER RECOMMENDATION

That the report be noted.

Appendices

Appendix 1 - Town Planning Application Decisions - September 2024 (Ref 24/297871)



Author/s: Julianne Turner, Acting Coordinator Planning & Place Administration

Reviewed and Approved By: Heidi Heath, Team Leader Planning & Place Administration

7.1

TOWN PLANNING APPLICATION DECISIONS - SEPTEMBER 2024

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Planning Decisions September 2024							
APPL. No.	PROPERTY ADDRESS	SUBURB	APPL. DATE	DATE DECIDED	PROPOSAL DESCRIPTION	DECISION	VCAT DECISION
KP-2021/339/B	557-561 Main Street	MORDIALLOC	19/06/2024	2/09/2024	In accordance with the endorsed plans The use of the land for eleven (11) dwellings, buildings and works including the construction of a four storey building and a reduction in the car parking requirement associated with the office use.	Permit	
KP-2024/90	37A Springs Road	CLAYTON SOUTH	7/03/2024	2/09/2024	Construct and carry out buildings and works (new canopy above bowling green and associated lighting, installation of synthetic turf and installation of electronic scoreboards) in association with the existing bowls club on the land	Permit	
KP-2023/267	621 Heatherton Road	CLAYTON SOUTH	19/05/2023	2/09/2024	Use and development of land for a Place of Worship	Permit	
KP-2021/14/D	42-46 Cochranes Road	MOORABBIN	20/05/2024	2/09/2024	The use of the land for office, building and works to an existing building, the construction of a double storey warehouse addition to the rear of the existing office, and reduction in the car parking requirement	Permit	
KP-1992/6018/B	688 South Road	MOORABBIN	19/07/2024	3/09/2024	The use of the land for car sales	Permit	
KP-2021/840	7 Station Road	CHELTENHAM	29/11/2021	3/09/2024	Development of an eleven (11) storey mixed use building comprising two (2) retail premises, two (2) food	Permit	

					and drink premises, 67 apartments and 49 co-living studio apartments; use of land for a retail premises; and reduction to the car parking requirements in association with the shop and food and dr		
KP-2017/554/A	2 Clare Street	PARKDALE	23/08/2024	4/09/2024	Construction of one (1) new Dwelling on land within a Special Building Overlay	Permit	
KP-2024/424	209 Centre Dandenong Road	CHELTENHAM	20/08/2024	4/09/2024	To subdivide the land into two (2) lots	Permit	
KP-2024/88	68 White Street	MORDIALLOC	6/03/2024	5/09/2024	Subdivide an existing building, re-align the boundary between Lot 1 and the Common Property 1	Lapsed	
KP-2024/398	13 Kitchener Street	MENTONE	6/08/2024	5/09/2024	Subdivide the land into three (3) lots	Permit	
KP-2023/71	2 17 Alex Avenue	MOORABBIN	14/02/2023	5/09/2024	To use of the land for the caretaker's house in association with an existing warehouse and to reduce the number of car parking spaces required under Clause 52.06	Refused	
KP-2024/5	24 Marcus Road	DINGLEY VILLAGE	11/01/2024	5/09/2024	A (retrospective) application seeking approval for the erection and display of an internally illuminated sign (petrol pricing sign), and buildings and works (installation of fuel bowers).	Lapsed	
KP-2021/557/B	1 515 Main Street	MORDIALLOC	27/08/2024	5/09/2024	Partial demolition of the existing building, proposed alterations and additions to the existing building including externally painting the building, the display of internally illuminated business identification signage, the sale and consumption of	Permit	

					liquor, and a waiver of the car parking requirements		
KP-2024/23/A	3 Gainsborough Road	MENTONE	3/09/2024	5/09/2024	The construction of buildings and works associated with the existing dwelling in the Special Building Overlay	Permit	
KP-9999/493	8 Ashley Park Drive	CHELSEA HEIGHTS	5/09/2024	6/09/2024	ePathway	Rejected	
KP-2024/456	29 Steedman Street	MORDIALLOC	4/09/2024	6/09/2024	Subdivide the land into two (2) lots	Permit	
KP-2021/178/A	39B Bear Street	MORDIALLOC	10/08/2023	6/09/2024	The development of two (2) double storey dwellings	Notice of Decision	
KP-2023/745	Unit 1 11 Argyle Avenue	CHELSEA	22/12/2023	6/09/2024	The construction of carports and a front fence associated with two (2) or more dwellings	Permit	
KP-2024/160	40 McLeod Road	CARRUM	9/04/2024	9/09/2024	To construct two (2) or more dwellings (3 dwellings) on a lot, and to construct a front fence associated with two (2) or more dwellings on a lot that exceeds 1.5 metres.	Notice of Decision	
KP-2002/397/A	1 684 Nepean Highway	CARRUM	22/02/2024	9/09/2024	To construct extensions to the existing dwelling on this site on a lot less than 300m2	Notice of Decision	
KP-2023/741	59 Station Street	ASPENDALE	21/12/2023	9/09/2024	Development of the land for two (2) dwellings	Notice of Decision	
KP-1997/644/A	184 Charman Road	CHELTENHAM	26/08/2024	9/09/2024	To develop and use this site for five (5) multi dwellings	Permit	
KP-2023/513/A	104 Station Street	ASPENDALE	3/05/2024	9/09/2024	To construct two (2) dwellings on a lot	Permit	
KP-2010/42/D	21 Dactyl Road	MOORABBIN	10/07/2024	10/09/2024	Develop the Land for the Construction of Two (2) Dwellings	Permit	
KP-2024/223	32 Wandoo Avenue	CLARINDA	2/05/2024	10/09/2024	The construction of two (2) double storey dwellings	Notice of Decision	
KP-2023/259	2 12-16 Garden Boulevard	DINGLEY VILLAGE	16/05/2023	10/09/2024	Use of the land for a Restricted Place of Assembly and the Sale and Consumption of Liquor (On premises	Notice of Decision	

					liquor licence) and a waiver of the required car parking spaces		
KP-2019/139/A	18 94-102 Keys Road	CHELTENHAM	14/12/2023	10/09/2024	Use the land for a Gymnasium	Withdrawn	
KP-2014/119/D	17 Graham Daff Boulevard	BRAESIDE	7/08/2024	11/09/2024	Develop the Land for the Construction of buildings and works (Thirteen Warehouses) in a Land Subject to Inundation Overlay and a reduction in the car parking requirement	Permit	
KP-2023/374	2B Wallum Road	EDITHVALE	30/06/2023	11/09/2024	To construct four (4) dwellings on a lot and construct dwellings on common property	Notice of Decision	
KP-2024/360	52 Marrbridge Road	MOORABBIN	16/07/2024	12/09/2024	Subdivide the Land into Four (4) Lots	Permit	
KP-2013/767/B	24 Springfield Avenue	CLAYTON SOUTH	14/08/2024	12/09/2024	Develop the Land for the Construction of Two (2) Dwellings	Permit	
KP-2024/439	61 Cavanagh Street	CHELTENHAM	29/08/2024	12/09/2024	Development of the land for the construction of alterations and additions to an existing dwelling	Withdrawn	
KP-2024/59	52 Main Road	CLAYTON SOUTH	26/02/2024	12/09/2024	The construction of one (1) double storey dwelling to the rear of an existing dwelling	Permit	
KP-2024/249	13 Clipper Island	PATTERSON LAKES	20/05/2024	12/09/2024	The construction of two (2) double storey dwellings	Permit	
KP-2023/742	52 Davey Street	PARKDALE	22/12/2023	12/09/2024	Development of the land for four (4) dwellings	Lapsed	
KP-2024/302	1076-1078 Centre Road	OAKLEIGH SOUTH	20/06/2024	12/09/2024	Subdivide the land into one-hundred and seventeen (117) lots.	Permit	
KP-2017/596/A	260-280 Governor Road	BRAESIDE	11/04/2024	12/09/2024	Develop the land for the construction of buildings and works in a Land Subject to Inundation Overlay, reduction of the car parking requirement for warehouses, and	Permit	

					creation of access to a Road Zone Category 1		
KP-2023/347/A	30 Second Street	PARKDALE	7/08/2024	12/09/2024	Construction of two (2) dwellings on a lot	Permit	
KP-2024/469	11 Ross Street	ASPENDALE	6/09/2024	13/09/2024	Subdivide the land into two (2) lots	Permit	
KP-1998/221/A	2 43 Beach Road	MENTONE	9/07/2024	13/09/2024	To develop and use this site for eight (8) multi dwellings	Permit	
KP-2024/70	191 Chesterville Road	MOORABBIN	26/02/2024	16/09/2024	Use of the land for indoor recreation (Dance Studio) and to display internally illuminated signage	Permit	
KP-2021/523/B	582 Main Street	MORDIALLOC	18/06/2024	16/09/2024	The use of the land for the sale and consumption of liquor (General Licence), part demolition and to construct and carry out buildings and works	Notice of Decision	
KP-2024/272	98B Herald Street	CHELTENHAM	31/05/2024	16/09/2024	Use of the land for an Indoor Recreation Facility	Lapsed	
KP-2024/137	64 Pier One Drive	PATTERSON LAKES	27/03/2024	16/09/2024	Subdivision of land for the purposes of a boundary realignment	Permit	
KP-2024/450	41 Kershaw Street	MORDIALLOC	30/08/2024	16/09/2024	Subdivide the land into two (2) lots	Permit	
KP-2023/732	5-7 The Strand	CHELSEA	19/12/2023	16/09/2024	Use the land as a rooming house	Notice of Decision	
KP-2022/475/B	19-23 Central Avenue	MOORABBIN	28/03/2024	16/09/2024	Develop the land for a five storey apartment building with basement car parking comprising of 44 dwellings	Notice of Decision	
KP-2024/212	2 Stanton Street	HIGHETT	30/04/2024	16/09/2024	The development of two (2) double-storey dwellings	Permit	
KP-2024/470	19 Kearney Drive	ASPENDALE GARDENS	9/09/2024	17/09/2024	Subdivide the land into two (2) lots	Permit	
KP-2019/23/A	7 Horscroft Place	MOORABBIN	17/04/2024	17/09/2024	Use the land for a restricted recreational facility (Crossfit Gym) in accordance with the endorsed plan	Notice of Decision	

KP-2024/472	Factory 12 34 Christensen Street	CHELTENHAM	11/09/2024	17/09/2024	The construction and extension of a mezzanine level in the existing warehouse	Permit	
KP-2024/388	Unit 3 29 Plummer Road	MENTONE	1/08/2024	18/09/2024	Buildings and works associated to an existing planning permit KP-408/2014	Withdrawn	
KP-2024/132	152 Como Parade West	PARKDALE	26/03/2024	18/09/2024	Construction of two or more dwellings on a lot (two storey apartment building), and a front fence that exceeds 1.2m in height, within a Neighbourhood Residential Zone, Schedule 6	Permit	
KP-1999/874/A	2 Hadkinson Street	CLAYTON SOUTH	8/08/2024	18/09/2024	To develop this site for two (2) dwellings	Permit	
KP-2024/436	76 Valetta Street	CARRUM	27/08/2024	18/09/2024	The construction of one (1) double storey dwelling in the Special Building Overlay	Permit	
KP-2023/639	39 Old Dandenong Road	OAKLEIGH SOUTH	27/11/2023	18/09/2024	The development of two (2) dwellings	Notice of Decision	
KP-2024/210	52 Lower Dandenong Road	PARKDALE	29/04/2024	19/09/2024	Subdivide the Land into Three (3) Lots	Permit	
KP-2021/916/A	414-426 Lower Dandenong Road	BRAESIDE	6/06/2024	19/09/2024	To remove Restrictive Covenant E760324 from Lot CP on Plan of Consolidation 101726 and Restrictive Covenant E576779 from Lot 4 on Plan of Subdivision 095104; to construct additions to an existing building (warehouse); to construct and put up for display internally illuminated business identification	Permit	
KP-2020/665/A	260 Governor Road	BRAESIDE	2/07/2024	19/09/2024	The construction of a service station and the display of internally illuminated and business identification signage	Permit	

KP-2024/74	3 Parkin Avenue	CHELTENHAM	28/02/2024	20/09/2024	To construct two (2) or more dwellings (2 dwellings) on a lot	Notice of Decision	
KP-2016/983/A	20 Fourth Street	PARKDALE	5/06/2024	20/09/2024	Develop the land for the construction of two (2) dwellings in a Special Building Overlay	Permit	
KP-2024/209	1 54-76 Southern Road	MENTONE	29/04/2024	20/09/2024	Subdivide the Land into twenty-eight (28) Lots and removal of easement	Permit	
KP-2024/358	35 Sixth Avenue	ASPENDALE	16/07/2024	20/09/2024	Subdivide the Land into Eight (8) Lots	Permit	
KP-2024/489	1 Bendigo Street	CHELTENHAM	18/09/2024	20/09/2024	The construction of a front and side fence	Permit	
KP-2021/909/A	6 Black Street	CHELSEA	18/09/2024	20/09/2024	The development of two (2) dwellings on a lot	Permit	
KP-2024/238	226 Beach Road	MORDIALLOC	16/05/2024	23/09/2024	The construction of buildings and works, the display of business identification signage and the sale of liquor for consumption off the premises associated with a food and drink premises	Notice of Decision	
KP-2017/781/A	17A Eulinga Avenue	ASPENDALE	24/05/2024	23/09/2024	Develop the land for the construction of two (2) double storey dwellings, and fence height greater than 1.2m	Permit	
KP-2022/228/A	52 Balcombe Road	MENTONE	22/07/2024	23/09/2024	The construction of three (3) double storey dwellings and alterations to the access to a road in a Transport Zone 2	Permit	
KP-2024/221	222-224 Lower Dandenong Road	MORDIALLOC	2/05/2024	24/09/2024	The construction of buildings and works (partially retrospective including alterations to the reception area and showroom, a rear and side extension comprising a vehicle workshop, office, storage areas and a tearoom, external hardstand areas	Notice of Decision	

					and landscaping), the display of business identification s		
KP-2024/484	2B Owen Street	MORDIALLOC	16/09/2024	24/09/2024	To extend existing fence and provide sliding gate Design: Vertical Blade 50m x 10m existing section to have 2Blades fitted between existing timber fence. New section of fence to be added Vertical Blade 50m x 10m with sliding gate.	Withdrawn	
KP-2024/494	15 Alma Road	PARKDALE	19/09/2024	24/09/2024	Construction of one (1) new dwelling in land subject to a Special Building Overlay (SBO)	Withdrawn	
KA-1/2024	81 Nepean Highway	MENTONE	8/03/2024	24/09/2024	To amend or end a section 173 agreement	Withdrawn	
KP-2024/474	12 Frank Avenue	CLAYTON SOUTH	11/09/2024	25/09/2024	The construction of a single storey dwelling in the Special Building Overlay.	Permit	
KP-2024/243	1 243 Governor Road	BRAESIDE	17/05/2024	25/09/2024	The use of the land as a restaurant, the sale of liquor for consumption on the premises and a reduction in the car parking requirement.	Permit	
KP-2017/715/B	21 Hinkler Road	MORDIALLOC	16/08/2024	25/09/2024	buildings and works comprising the construction of four (4) warehouses and a reduction of the car parking requirement associated with the use of the land for warehouses	Permit	
KP-2023/369/A	Unit 1 96 Berry Avenue	EDITHVALE	29/07/2024	25/09/2024	The construction of two (2) double storey dwellings	Permit	
KP-2023/122/A	16 Keamy Avenue	CHELTENHAM	10/07/2024	26/09/2024	The construction of three (3) double storey dwellings	Withdrawn	
KP-2018/942/B	1 5 Swan Walk	CHELSEA	13/08/2024	26/09/2024	Develop the land for dwelling additions and alterations	Withdrawn	
KP-2023/410	550-551 Nepean Highway	BONBEACH	21/07/2023	26/09/2024	The construction two (2) dwellings on separate lots each less than 300 square metres, to create an access	Notice of Decision	

					to a road in a Transport Zone 2 and creation of a carriageway easement		
KP-2024/437	12 Meribah Court	PARKDALE	28/08/2024	26/09/2024	To prune the Toona ciliata (australis) (Australian Red Cedar) located in the Environmental Significance Overlay (Schedule 3)	Permit	
KP-2024/433	1 45 Thames Promenade	CHELSEA	20/08/2024	26/09/2024	Subdivide the land into four (4) lots	Permit	
KP-2024/89/A	27 Sixth Street	PARKDALE	23/09/2024	26/09/2024	The construction of ground floor extensions to an existing dwelling in the Special Building	Permit	
KP-2024/372	66A Latrobe Street	MENTONE	22/07/2024	26/09/2024	Buildings and works to increase height of front fence	Withdrawn	
KP-2007/916/A	316 Governor Road	BRAESIDE	30/05/2024	26/09/2024	To construct a warehouse 'store' and display of business identification signage, in accordance with the endorsed plans and subject to the following conditions.	Permit	
KP-2023/747	3 McGuire Street	CHELTENHAM	28/12/2023	30/09/2024	Development of the land for six (6) warehouses and to reduce the number of car parking spaces required under clause 52.06-5.	Permit	
KP-2024/353	11 Childers Street	MENTONE	14/07/2024	30/09/2024	Develop the land for two (2) dwellings and two (2) lot subdivision	Lapsed	
KP-2008/337/B	38 McDonald Street	MORDIALLOC	20/05/2024	30/09/2024	Use the land for the sale and consumption of liquor and to construct buildings and works associated with the existing Mordialloc Bowls Club for a 125,000 litre water tank (8.5m dia. x 2.2m height) on this site on the land designated within a Special Building Overlay	Permit	
KP-2024/58	711 Clayton Road	CLARINDA	22/02/2024	30/09/2024	Display of business advertising signage	Permit	

8. Community Strengthening Reports

Ordinary Council Meeting

21 October 2024

Agenda Item No: 8.1

LIFT INSTALLATION UPDATE - OLD MENTONE BAKERY

Contact Officer: Luke Dexter, Team Leader Libraries

Purpose of Report

The purpose of this report is to update Council on progress made in relation to the Council resolution, from May 2024, regarding the Old Mentone Bakery, specifically relating to the installation of a lift and installation/extension to the first floor.

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 updated high-level cost estimate and potential alternative solutions outlined in this report.
2. Note the installation of a lift and installation/extension to the first floor of the Old Mentone Bakery, will be referred to the 2025/26 budget process for consideration.

1. Executive Summary

Following a Council resolution dated 13 May 2024, Officers were instructed to take no further action regarding the installation of a four-person lift at the Old Mentone Bakery and to work collaboratively with the Mordialloc and District Historical Society (MDHS) on exploring alternative solutions that may better suit their needs.

This report provides updated information on the high-level cost estimate associated with the project, options for alternative solutions, and a recommended approach for progressing this matter. It outlines the next steps for consultation with MDHS and recommends referring any financial implications to the upcoming budget process for consideration.

2. Background

On 25 November 2019, Council resolved to install a four-person lift at the Old Mentone Bakery, with the aim of enhancing accessibility to the first floor of the building, which serves as a museum and public gallery space for the MDHS. Due to several challenges, including increased project costs, heritage constraints, and the evolving needs of MDHS, the project did not progress as initially planned. As such, Council amended its position, opting to explore alternative solutions in collaboration with MDHS.

MDHS expressed concerns that by having a lift installed within their workroom (on the ground floor), they would lose workable space. As such, in addition to a lift, they are advocating for the installation/extension to the first floor, which would add more workable space, offsetting what would be lost from the ground floor.

Among alternatives proposed by MDHS alongside the installation/extension of the first floor, is the installation of a smaller lift. A residential type of lift (referred to in the National Construction Code as “Low-rise, low-speed constant pressure lift”) proposed by MDHS is not feasible for the site, as these require constant pressure on a button to operate the lift and as such are not suitable for many users. While the usage rates of the site are low, as a public building it is not suited for this of type installation.

Whilst considering the perspective of MDHS, Officers returned to Council to seek further advice. At the Council Meeting in May 2024, Council resolved on an alternate direction to the Council Resolution from November 2019.

Council resolved to:

1. Take no further action in relation to the installation of a four person lift at the Old Mentone Bakery.
2. Continue to work with the Mordialloc and District Historical Society on options and alternatives that are fit for purpose to enable extended use of the building.
3. Consult with Mordialloc and District Historical Society on the timeline for a new report to come back to an Ordinary Council Meeting no later than the October 2024 that details the findings and recommended next steps with any financial considerations to be referred to the next budget cycle.
4. Officers provide monthly updates to the Ward Councillor and present to Councillors at an August briefing session.

In response to these items:

- No further action was taken in relation to the installation of a four person lift at the Old Mentone Bakery.
- Council Officers have continued to liaise with MDHS regarding their needs associated with the building. On Wednesday 19 June 2024, Officers met onsite with members of MDHS to undertake a walkthrough of the building and have since explored options and project considerations. The timeframes and recommended next steps have also been discussed with MDHS.
- Council Officers have continued to update the Ward Councillor monthly via email. Council officers also presented an update to Councillors at an August briefing session as well as an October briefing session.

3. Discussion

3.1 MDHS Preferred Option – Lift and Installation/extension of the First Floor

Council Officers undertook a comprehensive review of the revised scope of works proposed by MDHS to which includes the installation of a lift and installation/extension of the first floor. As mentioned, MDHS have expressed that this is their only preferred option.

Officers also undertook a comprehensive review of the previous consultant’s work done whilst scoping the original resolution from 2019. From this and using the drawings provided by MDHS, Officers engaged with a Quantity Surveyor (QS) to provide a high-level cost estimate for the installation of a lift, the installation/extension of the first floor and additional requirements. Note that the drawings are not detailed, and these cost estimates are high level, and will be further refined as design progresses. Although a significant contingency is

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21 October 2024

included in this cost estimate, further analysis of the specific site conditions and existing building will need to be undertaken which could impact on cost.

The high-level cost estimate provided by the QS is:

Item	Cost Estimate
Total Construction Cost from Cost Plan	\$650,000
Additional Consultant Fees (Redesign and Construction Administration)	\$60,000
Design Contingency (10%)	\$60,000
Replacement of Entrance Awning	\$15,000
Decanting and Relocation	\$15,000
Automate Entry Door	\$5,000
Widen Entrance Pathway	\$5,000
Total	\$810,000

The updated high-level cost estimate includes additional items not covered in the initial estimate, such as design contingency, consultant fees, and specific works to the entrance.

The QS has also identified a potential alternative lift option (Savaria lift), which is Disability Discrimination Act (DDA) compliant and suitable for lighter, occasional use. This option could reduce the total construction cost by approximately \$50,000, resulting in an estimated high-level cost of \$760,000.

However, this option is only viable if the lift is considered secondary access, with the primary access being via the existing staircase.

The relatively high cost of the proposed lift installation is due to heritage and space usage considerations leading to an external lift solution which requires significant structural, and extension works, along with other works to facilitate the lift installation.

The QS is a high-level estimate and is subject to change as design work progresses and in response to market forces.

The estimated timeline for the lift installation, including planning approvals and construction, is approximately eight months.

It is recommended that this proposal be considered as part of the 2025/26 budget process.

3.2 Alternative Solutions for Consideration

Officers have continued to consult with MDHS to explore alternatives that better align with the needs of the society and the broader community.

Note that there is no regulatory or statutory requirement for Council to upgrade the building to include DDA access to the first floor. This means that Council is not required to install a lift within the Old Mentone Bakery.

Considering alternatives, the following options have been identified:

- **Smaller Lift Option:** The alternative Savaria lift, while DDA compliant, is a lighter-duty model intended for occasional use and would require only a single load-bearing wall. This option presents a more cost-effective solution, though it is intended to serve as secondary access only. The Savaria lift proposed above is a lighter duty example of a “Small-sized, low-speed automatic lift” which is the lowest class of passenger lift which would be compliant and suitable for the building. This would take up slightly less usable space than the original proposed lift.
- **Alternative Sites:** Officers are currently exploring potential alternative sites for housing MDHS that may require significantly less investment to make fit for purpose. A comprehensive assessment of these options is ongoing, and findings will be presented to MDHS in the future.
- **Opportunities for Broader Community Utilisation:** If Council decides to invest in the lift and installation/extension of the first floor at the Old Mentone Bakery, there is potential to review the utilisation of the building to include scheduled access for other community groups. This approach would secure the operational needs of MDHS while maximising the building's value to the broader community.
- **Stair Lift Solution:** This alternative would not decrease the working space allocated to MDHS. This could involve a stair lift which is a chair that moves along a rail installed on the stairs to lift or lower a seated user along the stairway. These options are generally more cost-effective and easier to install than a full lift and can provide accessibility for users not in a wheelchair without the need for extensive construction. This could reduce the cost of the project significantly to around \$100,000 (including supporting works) while improving the accessibility to the existing first floor to users not in wheelchairs. Given the rationale from MDHS for a first-floor extension, this would not equate to a first-floor extension.

3.3 Officer Recommendation

Officers recommend referring the MDHS preferred option to the 2025/26 budget process. Whilst awaiting an outcome, officers will continue to work with MDHS.

This action will close out the existing Council resolution and ensure that officers work with MDHS on achieving an outcome.

3.4 Planning Considerations

The ‘Charles Ferguson Museum’ at 9 Old Bakery Lane, Mentone is listed as HO66 within the Schedule to the Heritage Overlay in the Kingston Planning Scheme. The provisions of the Heritage Overlay provide for very few situations where a Planning Permit is not required in situations where land or buildings are included in the Schedule to the Heritage Overlay of the Kingston Planning Scheme. Although plans of the proposal are yet to be finalised it is likely that the nature of the proposal to carry out works would trigger the need for a Planning Permit pursuant to the Heritage Overlay. This can only be definitively determined once the final set of plans is submitted for assessment by Councils City Development Department. Irrespective of whether a Planning Permit is required, efforts would be made to ensure that any works that could be viewed external to the Museum were designed in a manner not to impact on the significance of the heritage place.

4. Consultation

4.1 Internal Consultation:

Extensive internal consultation has been conducted with relevant departments, including the PMO, Infrastructure, City Development and Arts, Events and Libraries. Officers have engaged in discussions with ELT, the Ward Councillor and Councillors to ensure that all stakeholders are informed of the current status and potential next steps. Monthly updates have been provided to the Ward Councillor, with a further update provided to Councillors at a briefing in August 2024 and in October 2024.

4.2 Community Consultation:

Officers have met regularly with MDHS to discuss various options and address concerns regarding the installation of the lift. MDHS has expressed a preference for a smaller lift and has raised concerns regarding the usability of the space following any installation. Further discussions will continue with MDHS to identify fit-for-purpose alternatives that meet both the accessibility needs and the operational requirements of the building.

4.3 Results/Findings:

MDHS remain focused on their preferred outcome which is the installation/extension of the first floor and installation of a lift.

5. Compliance Checklist

5.1 Council Plan Alignment

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

Strategy: Preserve and enhance Kingston's character and heritage

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

5.3 Financial Considerations

High-Level Cost Estimate

Yr1	Yr2	Yr3	Yr4	Y5	Y6	Y7	Y8	Y9	Y10	Total 10 Yr Cost
\$50k	\$760k									\$810K

Budget

There is no current budget allocated to this project. The 2024/25 budget bid submission was unsuccessful to support this project.

It is recommended that this proposal is referred to the 2025/26 budget process for consideration.

It is important to note that the high-level cost estimate provided by the QS is indicative, and subject to change. More detailed plans and costs will be further refined as design progresses. Although a significant contingency is included in this high-level cost estimate, further analysis of the specific site conditions and existing building will need to be undertaken.

Staff Resources

This project, should it receive funding, will fall into the regular scope of works for officers, including the PMO and Libraries team.

5.4 Risk Considerations

The MDHS project faces several strategic risks that could impact its success. Stakeholder resistance may arise if MDHS insists on a specific solution, potentially leading to conflict and delays if alternative proposals are not embraced. Additionally, insufficient budget allocation within the capital pipeline could jeopardise the project's viability, resulting in cuts or delays. Unforeseen circumstances might also extend project timelines, affecting service delivery. Economic fluctuations could impact the budget and feasibility, particularly concerning inflation and material costs. Furthermore, if the project diverges from Council's strategic direction, it may face scrutiny and potential re-evaluation.

Author/s: Luke Dexter, Team Leader Libraries

Reviewed and Approved By: Kate Waters, Acting General Manager Community Strengthening

10. Customer and Corporate Support Reports

Ordinary Council Meeting

21 October 2024

Agenda Item No: 10.1

KINGSTON ANNUAL REPORT 2023-24

Contact Officer: Jane Mangion, Corporate Planning and Reporting Business Partner
Dillon Grech, Team Leader Corporate Performance

Purpose of Report

The purpose of this report is for Council to receive the City of Kingston's Annual Report 2023–24 (Appendix 1) as presented by Mayor, in accordance with the *Local Government Act 2020*.

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 text version of the 2023–24 Annual Report as presented by the Mayor, in accordance with the *Local Government Act 2020*; and
2. Note that following the outcome of the council election the designed version of the 2023-24 Annual Report will be published on Kingston's corporate website.

1. Executive Summary

In accordance with *Local Government Act 2020* (the Act), section 98(1), Council Officers are required to prepare an Annual Report. This document details Council's performance for the financial year as measured against Our Roadmap: Council Plan 2021–25 and Annual Budget 2023–24.

The Annual Report 2023–24 provides Council with a valuable opportunity to communicate our achievements, highlights, and performance during the 2023–24 financial year to our residents and interested stakeholders.

The Annual Report 2023–24 contains the following sections:

- Report of Operations
- Audited Performance Statement
- Audited Financial Statement
- A copy of the auditor's report on the Performance Statement
- A copy of the auditor's report on the Financial Statement under Part 3 of the Audit Act 1994.

Additional precautions were undertaken in preparing the Annual Report in an election year, ensuring that it does not include material that may be considered electioneering or that publicises the attributes or achievements of individual Councillors.

The Kingston Annual Report 2023–24 follows a similar structure to last year, with some changes to assist readability and flow, new and expanded sections following feedback from the Australasian Reporting Awards and requirements in an election year.

2. Background

The Annual Report is a key document that demonstrates the ongoing financial and governance performance of Council and must be prepared each year as per section 98(1) of the Act. Each Council must comply with its own public transparency policy and the public transparency principles in Section 58 of the Act.

The Kingston 2023–24 Annual Report is compliant with all the legislative requirements of the Act, including the sections that are mandatory under the Act and the 'good practice' content recommended by the Local Government Victoria, Department of Government Services. Additional precautions were undertaken to ensure compliance with the legislative requirements during an election year.

3. Discussion

3.1 Compliance with the *Local Government Act 2020*

The *Local Government Act 2020* section 98(1), requires that the Annual Report include:

- Report of Operations
- Audited Performance Statement
- Audited Financial Statement
- A copy of the auditor's report on the Performance Statement
- A copy of the auditor's report on the Financial Statement under Part 3 of the Audit Act 1994.

3.2 Statutory and policy requirements

The Annual Report is a key document that demonstrates the ongoing financial and governance performance of Council and must be prepared each year as per section 98(1) of the Act. Section 100(2)(a) of the Act requires that during an election year, the Mayor must present the annual report at a Council meeting open to the public no later than the day before the election day.

The caretaker period prior to the election does not preclude the obligation of councils to complete and present their annual report within the specified timeframes, however Election Period obligations under the Act and within Council's Election Period policy requires a text version which omits photos, visuals and diagrams, as per attached.

A fully designed version of the 2023-24 Annual Report will be uploaded to Kingston's Corporate Website for public access following the outcome of the election.

3.3 Audit

Council has been advised by our external (financial) auditors HLB Mann Judd that the Victorian Auditor's General Office have cleared the 2023-24 financial statements and performance statement. Any changes following final audit review have been reflected in the Annual Report.

3.4 Best Practice

The Kingston Annual Report 2023–24 follows a similar structure to last year’s Annual Report, with some pages rearranged to assist with the readability and ‘flow’ of the report.

In addition, following the Silver Medal award from the Australasian Reporting Awards (ARA) for the 2022–23 Annual Report, Council Officers sought constructive feedback from the ARA regarding last year’s Annual Report and made a range of suggested changes

Following the Silver Medal award from the ARA for the 2022–23 Annual Report, we will once again submit (following the Council Meeting on the 21 October 2024) the Annual Report in the 2025 ARA. These awards are measured on the extent that the Annual Report meets ARA criteria resulting in a gold, silver, bronze or no award and will be judged in April 2025.

4. Consultation

4.1 Internal Consultation:

The Annual Report 2023–24 was developed in collaboration with key stakeholders across the organisation including Finance, Advocacy, Communications & Engagement, Governance, City Strategy, and Inclusive Communities. Further to that, the Corporate Planning & Performance Team met with other key contributors throughout the organisation.

5. Compliance Checklist

5.1 Council Plan Alignment

Strategic Direction: Well-governed - Council will be collaborative, accountable, transparent, responsive, well-informed and efficient.

Strategy: Openly report our progress and performance

5.2 Governance Principles Alignment

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

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


5.3 Financial Considerations

Not applicable.

5.4 Risk considerations

Not applicable.

Appendices

Appendix 1 - Kingston Annual Report 2023-24 (Text Only Version) (Ref 24/397936)  [Download](#)

Author/s:	Jane Mangion, Corporate Planning and Reporting Business Partner Dillon Grech, Team Leader Corporate Performance
Reviewed and Approved By:	Amanda Rigby, Manager Customer Experience and Corporate Performance Dan Hogan, General Manager Customer and Corporate Support

10.1

KINGSTON ANNUAL REPORT 2023-24

1	Kingston Annual Report 2023-24 (Text Only Version)	35
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ANNUAL REPORT

2023-24



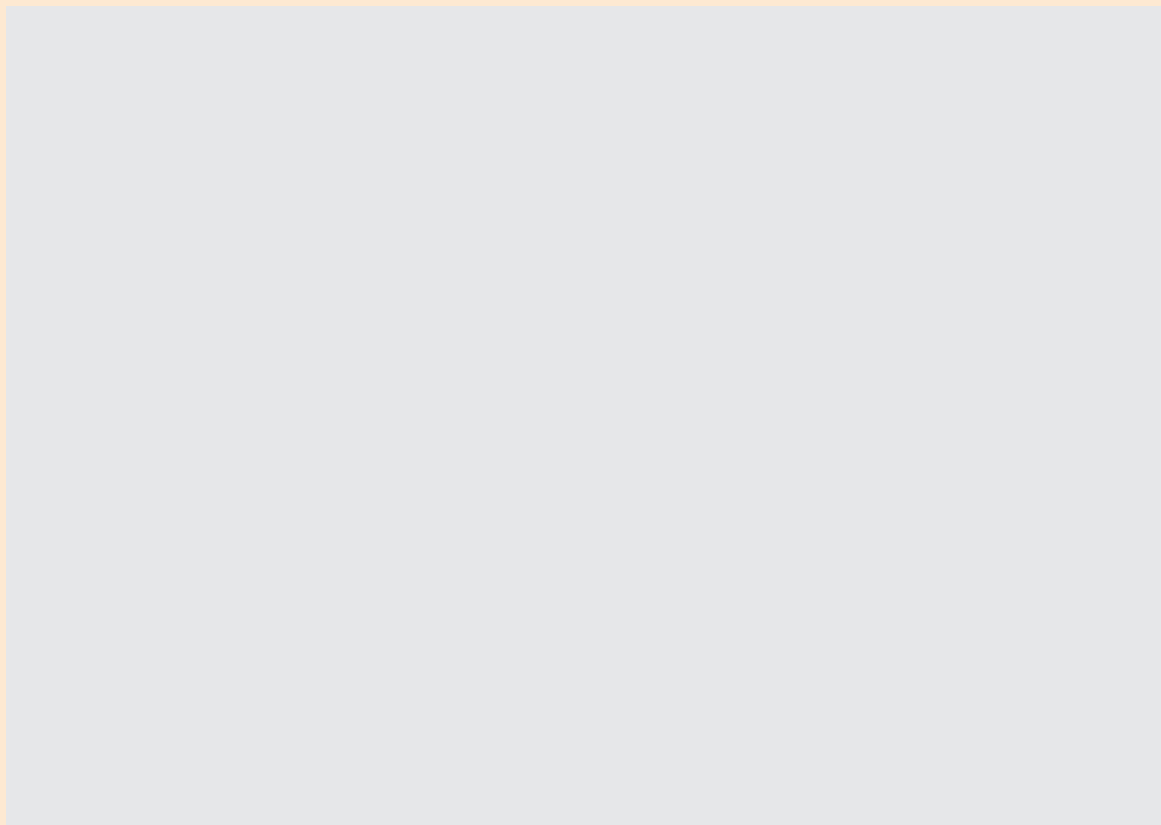


Acknowledgement of Country

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.

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.



Uluru Statement from the Heart

Kingston Council demonstrated its commitment to walk together with Australia's First Nations peoples by endorsing the Uluru Statement from the Heart in January 2023. The Statement calls for Voice, Treaty and Truth. Council continues to be deeply committed to reconciliation, as reflected in Our Roadmap: Council Plan 2021-25 and Innovate Reconciliation Action Plan.

Locally, we support the Statement by providing a Voice via engagement with Traditional Owners and our Reconciliation Action Plan Advisory

Group, supporting the Victorian Treaty process and including Truth Telling in reconciliation activities.

Looking forward, we will strive to remain connected to Traditional Owner groups and local Aboriginal and Torres Strait Islander communities, as without these voices on a local level, we cannot continue the journey to reconciliation.



WELCOME / WOMINDJEKA

The City of Kingston is proud to present the Annual Report for the 2023–24 financial year to our community.

This report is an important part of Council's commitment to transparent reporting and accountability to our community. It is designed for a wide audience, reflecting the great diversity of our community here in Kingston, including residents and ratepayers, workers and local businesses, government agencies and departments, and other organisations.

Council measures its performance in compliance with the *Local Government Act 2020* (the Act) and *Local Government (Planning and Reporting) Regulations 2020*.

This report describes our operations and performance during the financial year, including the Local Government Victoria's Local Government Performance Reporting Framework (LGPRF).

The report also highlights achievements and challenges over the past financial year in relation to Our Roadmap: Council Plan 2021–25 and provides comprehensive corporate governance information, sustainability performance and audited financial statements.

As part of our commitment to being environmentally sustainable, we encourage you to read this report online at the City of Kingston website. If you prefer viewing a printed version, copies are available for reading at our libraries and the City of Kingston Cheltenham Office (1230 Nepean Highway, Cheltenham).

For further information, please contact us on **info@kingston.vic.gov.au** or 1300 653 356.

Womindjeka or wominjeka is a word spoken by many Aboriginal groups of the Kulin Nation, including the Wurundjeri Woi wurrung, the Bunurong and Boon wurrung Peoples.

In short, it means "welcome" and to "come with purpose". This greeting is extended by the Traditional Owners and Custodians to visitors on their lands.



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OUR VISION

The City of Kingston worked closely with the community to set Council's direction for the future through our Community Vision. Our Community Vision establishes a clear link between the aspirations of the community and Council decision making for the future.

COMMUNITY VISION

Kingston is a resilient, inclusive and diverse community.

We are building the most liveable and sustainable city in Victoria.

We champion and nurture our green and open spaces, creating a safe, healthy environment.

Our shared legacy connects our community, embracing innovation, making Kingston the place to live.

COUNCIL'S VISION, PURPOSE AND GUIDING PRINCIPLES

Council's Vision:

We are an inclusive, resilient community with a thriving economy, where we all share a safe, sustainable environment.

Council's Purpose:

Working with our community, we will protect and enhance the wellbeing of current and future generations.

Council's Guiding Principles:

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

Council's four-year Council Plan sets the organisation's strategic directions, objectives and strategies, which contribute to the realisation of the Community Vision. The Council Plan is structured into six Strategic Directions and Strategic Objectives, which are as follows:

Strategic Direction	Strategic Objective
LIVEABLE	Our city will be a vibrant, enjoyable and easy place to live.
SUSTAINABLE	We prioritise our environment and reduce our impact on the earth.
PROSPEROUS	We will embrace the concept of a 20-minute neighbourhood, support the ongoing process of decentralisation and support people to live and work locally.
HEALTHY AND INCLUSIVE	We are progressive, inclusive and prioritise the wellbeing of all members of our community.
SAFE	Our community will feel safe, and be safe, in all aspects of their lives.
WELL-GOVERNED	Council will be collaborative, accountable, transparent, responsive, well-informed and efficient.



A MESSAGE FROM YOUR MAYOR

What a year it's been.

There is so much to be proud of and I am honoured to share this report with you. We are truly such a unique community with a lot to celebrate – and an even brighter horizon.

As we grow as a city, there is more work to be done and we will continue to make sure your needs are at the heart of all decision making.

Because we know that the best decisions are made when you are involved. Your feedback and insights are so valuable. Your everyday experiences are the best guide for our priorities.

So thank you for being so active and contributing! I am absolutely delighted you have grabbed the baton, taking part in our consultations in ever-growing numbers.

Your frank and thoughtful contributions have come to us in a range of ways including face-to-face at pop-up consultations and via our *Your Kingston Your Say* webpage. We are also really lucky to have such a hard work Collaborative Engagement Group, made up of community representatives. This connection brings community voice in an impactful way.

Thanks to this active participation, we better understand what matters most to you – local, neighbourhood enhancements and everyday services. We've been upgrading our shopping strips, revamping (and building new) local playgrounds, looking after and improving our beautiful parks and green spaces you love to use regularly. Of course, we have also been very busy building better sporting and lifesaving facilities too!

Creativity brings joy and connection, so we've been expanding our arts programs, events and festivals. Always conscious of cost-of-living pressures, we ensure as many as possible are free or low-cost so people don't miss out. The exhilarating Wall to Wall festival is worth a mention. In a first for Kingston, world-class artists transformed the old industrial Mordi Village in a single weekend, leaving us with an epic public art trail that includes First Nations culture.

We are proud that Kingston has elected its first all-women leadership team, with our Mayor, Deputy Mayor for the first time in our 30-year history. Two significant milestones! Kingston is championing gender equity and having women at the helm shows we're walking the talk.

Women deserve to be at the decision-making table and we want to provide positive role models to women and girls of all ages, cultures and abilities.

Council has been increasing the fairness of our decision making by focusing all areas of our city and supporting everyone across all stages of life.

We've supported 20,000 babies and children through the immunisation program, we're on track to planting 4,500 trees, have added electric vans and utes to

our fleet, constructed 18 walking and cycling paths and helped more than 7,000 senior residents to live independently through our AccessCare service.

We are incredibly proud, too, of our All Abilities Action Plan. It was designed with input from a team of locals who either have disability or care for someone with disability. It's a plan with a difference, from the heart and with dignity, because lived experience matters.

A heartfelt thanks to our hundreds of dedicated volunteers. We applaud you all – for taking care of our flora and fauna, for delivering meals or library items, for regularly picking rubbish off our beaches and streets, for keeping our community centres thriving and much, much more. You make this such a wonderful place to live with your dedication and selflessness,

Our volunteers are the essential threads of our great big community tapestry, with a lot of what we deliver as a Council dependent on their assistance. Their incredible energy and passion creates meaningful positive change.

As you know, Council doesn't drive all decision making on local projects – for example housing growth or transport infrastructure is decided by other levels of government – but we make sure your lived experience is brought to the discussion. A key role of your Council is to speak up on behalf of our community and advocate for better outcomes when other levels of government are making decisions about our city.

Kindness, consideration of other opinions and collaboration when possible are key tenets of good governance. We can all do our part to be kind and inclusive and I am proud to live in a multi-faith and culturally rich community of people who care deeply.

This, of course, is just the highlights reel. As this report details, there is so much more being done and achieved over the last year. With our community at the heart of what we do, we are getting on with the job of continually improving this wonderful city.

We do this hand-in-hand with you. A huge thank you to everyone for coming on the journey with us. We couldn't do this without your support.

On behalf of all your Councillors, it is my honour to present our Annual Report 2023–24.

This is an incredible place to live and together, we can achieve so much more. Thank you for being such a wonderful community.

Cr Jenna Davey-Burns
Mayor



A MESSAGE FROM OUR CEO

Our city is thriving. I am deeply proud of the achievements we've made as we work towards the vision of our community and the directions set out in our Council Plan 2021-25. Our primary focus has been to deliver high-quality services and create a physical environment that meets the diverse needs of our community.

Our ongoing successful investment in our community is a result of robust fiscal management. Our record in this regard is strong and positive.

In 2023-24, we've been overseeing a \$71.7 million capital budget and a \$266.3 million annual operating expenditure budget.

The past year has been one of continued improvement and change within the organisation. In an incredibly challenging and volatile construction market, I'm proud that we've delivered 100 per cent of our planned capital works program.

Fundamental to this is the establishment of a dedicated Project Management Office (PMO) and the realignment of our delivery model. The PMO team has integrated best-practice for project management across the entire organisation, creating cohesion and delivering significantly improved results.

A prestigious national award late last year from The Australian Institute of Project Management for transformation in this space is further recognition of these efforts.

Better infrastructure delivered efficiently is what we are doing and what we will continue to strive for.

The array of projects and services, big and small, delivered this year show we are keeping our promises and continuing to build a vibrant, healthy, safe, prosperous and sustainable Kingston.

This work has received recognition and awards from Stormwater Victoria, the Australian Institute of Landscape Architects, Parks and Leisure Australia and Australasian Reporting Awards.

We've also picked up awards for promoting children's health and wellbeing and our paid parental leave policy, and one of our early years educators was named Educator of the Year.

We are looking confidently forward, having recently adopted a responsible 2024-25 budget (including an \$85.7m capital works program) that reflects the wishes and needs of our community.

The budget was drafted on the back of 459 community submissions made through our *Talking Kingston* platform.

We can't do it without you. Thank you for continuing to engage with us. We continue to receive record levels of participation in our consultations. Our consultation platform *Your Kingston Your Say* attracted a huge 122,200+ visitors during the last financial year.

You've taken time to offer your opinions, so we make sure to analyse all that data and make informed decisions.

In Clayton South, for example, our recent Liveability Study showed an uplift in community satisfaction levels. This followed shopping strip enhancements and improved open spaces, such as the new four-hectare Elder Street South Reserve – things you highlighted as important to you in the local area.

We're spending on local projects, shopping strip revitalisations, open space improvements, walking and cycling tracks, amenity improvement, keeping our city clean, graffiti removal and building community connection.

This year, too, planning for our exciting new Aquatic and Leisure Centre has made rapid progress.

The centre will be managed by Council to ensure it and our much-loved Waves Leisure Centre (which had over 600,000 visitors last year) will continue to provide a high level of service through our dedicated in-house leisure centre team.

It is heartening to lead a large organisation where shared values – to make a difference, show care and respect, be proud of what we do and work collaboratively – create a unified focus.

I am pleased to present this Annual Report and I encourage you to read it. My hope is, whether you work or live in Kingston, you are proud to be a part of this community.

Peter Bean
Chief Executive Officer



YOUR COUNCILLORS

The City of Kingston is divided into 11 wards, each represented by one Councillor democratically elected every four years by the community. The Mayor is elected each year by the Councillors. The 11 elected Councillors make up Kingston City Council, and this group represents the interests of residents and ratepayers.

MAYOR
CR JENNA DAVEY-BURNS
Wattie Ward

Elected in 2020

Email: jenna.davey-burns@kingston.vic.gov.au

CR TAMSIN BEARSLEY
Yammerbook Ward

Elected in 2012

Email: tamsin.bearsley@kingston.vic.gov.au

DEPUTY MAYOR
CR TRACEY DAVIES
Chicquita Ward

Elected in 2020

Email: tracey.davies@kingston.vic.gov.au

CR TIM COCHRANE
Melaleuca Ward

Elected in 2020

Email: tim.cochrane@kingston.vic.gov.au



CR DAVID EDEN **Sandpiper Ward**

Elected in 2012

Email: david.eden@kingston.vic.gov.au

CR CHRIS HILL **Como Ward**

Elected in 2020

Email: chris.hill@kingston.vic.gov.au

CR CAMERON HOWE **Banksia Ward**

Elected in 2020 and
resigned in October 2024

CR GEORGE HUA **Caruana Ward**

Elected in 2016

Email: george.hua@kingston.vic.gov.au

CR GEORGINA OXLEY **Longbeach Ward**

Elected in 2016

Email: georgina.oxley@kingston.vic.gov.au

CR HADI SAAB **Karkarook Ward**

Elected in 2020

Email: hadi.saab@kingston.vic.gov.au

CR STEVE STAIKOS **Bunjil Ward**

Elected in 2008 and resigned
in June 2024

JUNIOR MAYOR

Kingston primary schools are invited to participate annually in the Junior Mayor event and election during Youth Week. One student from each school speaks about the topic of the day in front of their peers and teachers.

The students then elect an 11-member Junior Council and a Junior Mayor. The Junior Mayor assists the Mayor at a range of official Council events.

Alexandra Shewan (pictured) from Chelsea's St Joseph's Primary School was Junior Mayor for the period of May 2023 until May 2024, when Our Lady of the Assumption student Isabella Koukoumanos was elected for the period of May 2024 until May 2025.



WELCOME

**YOUR
CITY**

YEAR IN
REVIEW

OUR
PERFORMANCE

OUR
ORGANISATION

OUR
GOVERNANCE

STATUTORY
INFORMATION

PERFORMANCE
STATEMENT

FINANCIAL
REPORT

YOUR CITY



CITY SNAPSHOT

HISTORY

The area comprising the City of Kingston has a rich First Nations history that is thousands of years old. The Bunurong people are deeply connected with the land and waterways that make up Kingston today, and we recognise them as the Traditional Owners and Custodians of the area of Kingston and beyond.

Before colonisation, the Bunurong people lived and thrived on this land, which was rich with resources, stories, songlines and an abundance of plant life and animals. Middens and scar trees are left as evidence of the Bunurong's rich lives across the foreshore and inland to the swamp and wetlands. Kingston strives to continuously work with the Traditional Custodians of this land, walking towards a reconciled future together.

LOCATION

Spanning 91 square kilometres, Kingston is located approximately 20 km south-east of Melbourne and is neighboured by the cities of Bayside, Glen Eira, Monash, Greater Dandenong and Frankston.

The City of Kingston was formed in 1994 as part of the Victorian Government's local government reform, which saw the amalgamation of the City of Chelsea and parts of the Cities of Moorabbin, Mordialloc, Springvale and Oakleigh.

COMMUNITY

Kingston has a population of 163,724 people spanning a wide range of ages and cultures living together in a variety of household relationships.

Throughout the years, Kingston has built a vibrant and lively municipality that residents are proud to call home. The city's landmarks are diverse and distinct. The area, known for its 'village-like' neighbourhoods, offers a relaxed lifestyle.

The community's prosperity is underpinned by the Moorabbin and Braeside manufacturing areas, vital shopping precincts, access to beautiful open spaces and an enviable choice of quality schools and tertiary institutions. This has attracted housing development and population growth, particularly in and around our activity centres, key renewal areas, transportation hubs and more popular coastal suburbs.

Kingston also boasts a vibrant arts and cultural scene, hosting a variety of arts spaces, arts and cultural organisations and services, professional and non-professional artists, creative industries and arts workers.

ENVIRONMENT

A distinguishing feature of the municipality is its array of natural wetlands, parks and reserves, historic market garden districts and numerous world-class golf courses, offering a wide variety of plant and animal life and providing recreation and relaxation for locals and visitors alike.

Kingston has more than 13 kilometres of foreshore along Port Phillip Bay, including one of the longest unbroken stretches of beach in Melbourne. The beaches offer unique native fauna and wildlife habitats as well as swimming, sailing, surf lifesaving clubs, walking trails, off-leash dog areas and the last remaining community horse swimming zone.

Our community also has access to a large variety of parks, playgrounds and recreation reserves, promoting health and wellbeing through play, sport, dog walking, or just relaxing in nature. Kingston maintains a wide range of sports grounds and facilities used by local teams and community clubs, providing opportunities for our community to participate in competition, recreation and exercise. In addition, the 114 playgrounds located throughout Kingston offer a broad range of options for activities, spaces and play options for children of different ages and abilities.

GREEN WEDGE

Kingston is proud to be home to one of Melbourne's valuable Green Wedges, one of 12 protected segments of land that the Victorian Government set aside for recreation, conservation, farming and improved liveability.

Our Green Wedge covers 2,070 hectares in Kingston's northern suburbs and delivers important environmental value by providing open space and conservation zones that protect and enhance biodiversity. Other benefits include improved health and wellbeing through exercise, recreation, and outdoor activities, as well as farming and agriculture opportunities by protecting Melbourne's food bowls.

A key feature of Kingston's Green Wedge is the Chain of Parks, a project that will see more than 300 hectares of land transformed into linked open spaces for our community to enjoy. Once complete, the Chain of Parks will span from Karkarook Park in Heatherton to Braeside Park.

This project will see the end of the waste industry in our community, with former landfills in Kingston's Green Wedge transformed into contemporary parks and beautiful open spaces.



SUBURBS

Kingston's suburbs include Aspendale, Aspendale Gardens, Bonbeach, Braeside, Carrum, Chelsea, Chelsea Heights, Cheltenham, Clarinda, Clayton South, Dingley Village, Edithvale, Heatherton, Highett, Mentone, Moorabbin, Moorabbin Airport, Mordialloc, Oakleigh South, Parkdale, Patterson Lakes and Waterways.



OUR COMMUNITY

POPULATION

163,724 people: Estimated population of City of Kingston

195,819: Forecast population for 2041

41 years: Median Age

EDUCATION

40,750 (31%): Bachelor or higher degree

14,322 (11%): Diploma or advanced diploma

21,216 (16%): Vocational qualification

46,229 (35%): No qualification

DIVERSITY & INCLUSION

723: Identify as Aboriginal and/or Torres Strait Islander

Top 5 overseas countries of birth: UK, India, China, Greece, New Zealand

50,504 (32%): Born overseas

41,128 (26%): Speak a language other than English at home

9,311 (6%): Need assistance due to a disability

Top 5 non-English languages: Greek, Mandarin, Russian, Italian, Vietnamese

17,747: Provide unpaid care to a person with a disability, long-term illness or old age (14% of people aged 15+)



HOUSEHOLD

62,826: Households

20,541 (33%): Couples with children

16,393 (26%): People living alone

15,073 (24%): Couples without children

6,596 (11%): One-parent families

Household weekly income

12,573 (21%): Low-income households

16,421 (27%): High-income households

TENURE

22,910 (37%): Mortgage

21,187 (34%): Fully owned

15,423 (25%): Renting

JOBS

94,211: Local jobs

18,281: Local businesses

Top 3 registered businesses:

Construction

Professional Scientific & Technical Services

Rental, Hiring and Real Estate

90,627: Employed residents

Top 3 occupation types

Professional

Manages

Clerical & Admin

Source: .id Consulting City of Kingston Community Profile, Social Atlas, Population Forecast, Economic Profile, ABS Census 2021.



WHAT MATTERS TO OUR COMMUNITY

RECREATION AND OPEN SPACE

Providing welcoming open spaces and areas for recreation is fundamental to Council. The Victorian Government has committed \$1 million to the City of Kingston for the planning of a regional sporting precinct, Kingston Fields Vision, in the Green Wedge area. This will provide for current demand and the future growth of sport and recreation in Kingston.

We remain committed to our partnership with the Hawthorn Football Club to construct a community sports field and pavilion at their new Dingley Village site. This premier regional venue will showcase female participation in sport and new innovative programs, events, and partnerships within the community.

Development also continues on our new Aquatic and Leisure Centre to support our community's future health and wellbeing. The new facility will be built in Mordialloc and is jointly funded by Council and the Australian Government, which has committed \$20 million to the project. The new facility is anticipated to be opened to the public in early 2026.

CLIMATE EMERGENCY

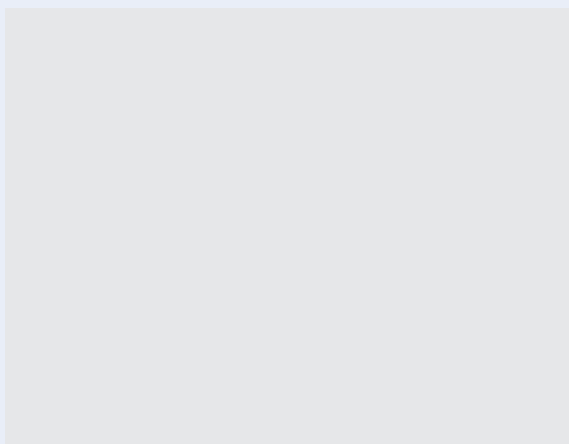
Climate change is affecting our beaches, biodiversity, infrastructure, residents and businesses. We play an important role in supporting local action and influencing the transition to a more sustainable future. To reduce greenhouse gas emissions, we declared a climate and ecological emergency and endorsed the Climate and Ecological Emergence Response Plan (CEERP) to guide action.

The ultimate target is net zero community emissions by 2030 and net zero emissions for our own operations as a Council by 2025. Our continued focus is on careful planning to ensure a cost-effective transition by Council away from fossil fuels and supporting Kingston businesses and residents to reduce emissions.

Furthermore, we are also working to ensure food security and improve liveability through the ongoing maintenance and servicing of the Green Wedge expansion, providing open space and conservation zones that protect and enhance biodiversity within the municipality.

GROWING POPULATION

The City of Kingston is growing, with an estimated population of 163,724 residents living in the municipality in 2023. This is forecast to increase by 20 per cent to 195,819 people by in 2041. The areas forecast to have the greatest population growth are in the Highett, Moorabbin and Cheltenham activity centres and transport hubs.



Council is working to encourage new investment in the city, including employment and affordable housing, whilst responding to the priorities of other levels of government for increases in housing for the future population. Developing and implementing evidence-based strategies that prioritise investments in improving open spaces, playgrounds, recreation, facilities and assets across the city are important for maintaining the liveability of Kingston.

Balancing the demands for services will also be key to keeping Kingston a highly liveable city. Deliverables such as implementing the Service Planning Framework will be pivotal as we plan for adaptable, capable and sustainable Council services now and into the future.

ECONOMIC FACTORS

Council continues to closely monitor the challenging economic environment to ensure that high inflation, interest rates, rental crises and the increasing cost of materials are considered and planned for in delivering services and capital projects.

These challenges are not only impacting our capacity to provide services, but are also placing significant cost of living pressures on our community and their capacity to manage personal financial hardship. The increased cost of housing in both the purchase and rental markets is impacting low-to-medium-income earners living in the municipality. It is also putting significant pressure on welfare and support organisations to meet the increasing demands of our community's needs.

Council continues to provide and support critical services to our community and will continue working with individual ratepayers on payment arrangements and other support options in these difficult times.



VICTORIA'S BIG BUILD PROGRAM

Victoria's Big Build Program is committed to delivering major transport infrastructure in tandem with service reforms, new technology, and policy development to help create a more connected Victoria and transform the way Victorians travel. This Victorian Government initiative continues to significantly impact the City of Kingston, with several projects being undertaken in the municipality.

Level crossing removal projects are underway at Parkdale, being planned at Mordialloc and still to come at Highett. Council will continue to advocate on behalf of the community to raise critical concerns with Level Crossing Removal Project teams and advocacy positions discussed with Victorian and Federal members of parliament. We also continue to support traders impacted by the level crossing removals at Parkdale and Mordialloc.

The approvals for the Suburban Rail Loop are also in place, with planning in place for the Cheltenham and Clayton stations and early works already commencing to establish the area for the stabling site in Heatherton. Significant work will occur over the next few years, with this project due for completion in 2035.

Our submission to the Suburban Rail Loop's Precinct Planning - Key Directions process outlined our initial position on transport, housing, built form, community infrastructure, open space, economy and sustainability. We will continue to advocate for our community as the project progresses.

QUALITY SERVICE DELIVERY

We are committed to providing quality services that meet the needs of our diverse and evolving community now and into the future. The Victorian Community Satisfaction Survey (CSS) is crucial in understanding and enhancing the relationship between Council and our community. Held annually, the CSS provides an informative assessment of how effectively we are serving our community. The survey is designed to assess the performance of Council across a range of measures and to seek insights into ways we can improve and provide more effective service delivery.

By gathering feedback annually, the CSS helps us gain a clear snapshot of community feelings about our service and performance. In 2024, the perceptions of Council's performance largely improved or stayed the same across all service areas. The services our community were most satisfied with were arts centres and libraries, reflecting recent improvement efforts to expand our service offerings and range of programs, followed by recreation facilities and waste management.

Council remains committed to providing services that support the most vulnerable members of our community, with a notable increase in community satisfaction with our elderly support service and disadvantage support services. Our community emphasised the importance of continuing to demonstrate efforts to advocate on their behalf. They also highlighted the necessity for clear and open communication and transparency around Council decision-making. Additionally, they expressed concerns about traffic in the local area and the continued maintenance of local streets and footpaths.

The survey will continue to be conducted at four different times throughout the year, involving face-to-face interviews with residents to gain a deeper understanding of their satisfaction and perception of the Council.

ENHANCING LIVEABILITY AND HEALTH & WELLBEING OUTCOMES

We are planning for the long-term liveability of our local neighbourhoods and improving community wellbeing. In early 2024, we commissioned social research organisation, Place Score, to undertake the second liveability study across Kingston. This survey provides a unique opportunity for our community to share what is most important to them and rate the liveability of their current neighbourhood.

Between 19 February and 24 March, 2,441 people who live, work, visit or study in Kingston participated in the survey. Together, they helped highlight what is important to our community, identifying what attributes they value in a neighbourhood, how current neighbourhoods are performing and ideas for improvement.



KINGSTON LIVEABILITY STUDY RESULTS

WHAT OUR COMMUNITY WANTS IN THEIR IDEAL NEIGHBOURHOOD

General condition of public open space.

Elements of natural environment, such as views, natural features and vegetation.

Access to neighbourhood amenities, like cafes, health and wellness.

Local businesses that provide for daily needs (such as grocery stores, pharmacies and banks).

WHAT OUR COMMUNITY RATES AS PERFORMING BEST

Welcoming to all people

There are people like me

Connectivity

Amount of public space

Walking and jogging paths that connect housing to shops and parks.

Kingston's best performing attribute

8/10 Welcoming to all people

PRIORITIES FOR CHANGE

General condition of public open space

Sense of neighbourhood safety

Things to do in the evening

3,664 ideas for change

Most community ideas for change relate to improving open spaces, movement and management and safety.

Between 19 February and 24 March 2024, Place Score, on behalf of the City of Kingston collected Neighbourhood Care Factor surveys and PX Assessments with Place Score. This data is the basis for our Liveability Study.

THE RESPONDENTS

Care Factor Survey

Identifies which place attributes are most important to the community in their ideal neighbourhood.

2,441 respondents

52% female | 48% male

Under 25: (185) 8%

25-44: (707) 29%

45-64: (960) 39%

Over 64: (587) 24%

Place Experience Assessment

Identifies how each place attribute impacts the personal enjoyment of the respondent's neighbourhood.

2,296 respondents

61% female | 39% male

Under 25: 3%

25-44: 34%

45-64: 42%

Over 64: 21%

LIVEABILITY SCORE

69/100

2 points lower than 2 years ago, but 2 points above the benchmark

Highest Liveability

Mordialloc 75/100

Waterways 74/100

Parkdale 73/100

Mentone 72/100

Dingley Village 72/100

Aspendale Gardens 72/100

Lowest Liveability

Heatherton 60/100

Clayton South 64/100

Edithvale 65/100

Clarinda 65/100

Moorabbin 65/100



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HIGHLIGHTS OF THE YEAR

We achieved
Rainbow Tick Accreditation
for our
Youth Services.

We adopted the
All Abilities Action Plan 2024-28.

We adopted the
Play Your Way Strategy 2023-30
to drive a program
of playground
renewals.

Community
consultation was
held on the draft
Concept Design
for the new
Aquatic Facility.

The
Carrum Surf Lifesaving Club
expansion project
was completed.

20 hybrid vehicles and four full-electric
vehicles were added to the Council's
fleet to reduce carbon emissions.

Community consultation was held to
inform the development of the Kingston
Economic Development Strategy
to support sustainable economic
growth.

90+
library users
utilised Council's
recently launched
out-of-staffed-
hours access to
**Dingley Village and
Patterson Lakes
libraries.**

A 'sod turn' event was held, marking the
commencement of construction of the
Hawthorn Football Club.

91,677
calls answered
by our
**Customer
Service
Officers.**

We
developed and
launched new
**Organisational
Values.**

20 hybrid
vehicles and
four full-electric
vehicles were added
to the Council's
fleet to reduce
carbon emissions.

2 beautiful murals
were installed -
Flight Paths by
Melanie Caple in
Clarinda and work by
Angharad Neal-Williams
in Cheltenham.

**Regents Park
Pavilion**
in Aspendale was completed,
with improved accessible and
female-friendly facilities.

A new
Disc Golf course
opened at Bicentennial
Park and is proving
popular with people
of all ages and abilities.



We established a

new partnership between Council and Holmesglen TAFE,

providing job and start-up support for young local entrepreneurs.

4,359

trees were planted to increase Kingston's tree canopy and improve biodiversity.

Waves Leisure Centre delivered its

first Water Safety program to a local First Nations group

from the Derrimut Weelam Gathering Place.

The Wall to Wall Festival

transformed the Mordi Village Industrial Precinct streetscape, with 10 world-class murals by Australian and International artists scattered throughout the precinct.

4,000

people attended Council's **PetExpo** in April.

252

consultation projects were offered for community consultation and input.

We developed a **Heat Preparedness Campaign**, a community resource for staying healthy during extreme heat.

4,500

plants were distributed as part of our

Free Plant Giveaway scheme.

15,000

people attended

Carols by Kingston.

We worked with clubs to promote diverse programs, including the

learn-to-sail initiative

at Chelsea Yacht Club for the Sudanese Australian Integrated Learning (SAIL) program.

Redevelopment of Moorabbin's

GR-Bricker Pavilion

was completed.

Council launched its new

Kingston Grants program.

The Complaint Resolution Policy

was adopted by Council.

25,214 people attended **Mordi Fest.**



WHAT YOUR RATES AND CHARGES PROVIDED YOU IN 2023-24

For every \$100 of rates and charges that Council receives, we delivered the following services to the community:

Capital works \$25.86

Aged & disability support \$12.87

Parks & maintenance \$10.22

Family & children's service \$8.34

Waste management \$8.82

Community services \$5.25

Community buildings \$3.93

Urban planning & development \$3.00

Roads and drains \$2.71

Governance & reporting \$2.68

Leisure centres \$2.80

Infrastructure management \$2.58

Library & education sessions \$2.37

Local law education & compliance \$2.97

Community events & communications \$1.94

Arts \$1.47

Customer Service \$0.91

Youth services \$0.65

Strategic city planning \$0.52

Emergency response \$0.11



COMMUNITY AWARD WINNERS

Each year, Council's awards program acknowledges and highlights the outstanding contributions that individuals and community groups make to our wonderful city. For more information on our awards program or to nominate an individual or community group you think deserves to be recognised for their contribution to our community, visit our website, kingston.vic.gov.au.

COMMUNITY AWARDS

The annual Kingston Community Awards recognise the outstanding service and achievements of individuals and groups who live, work or study in our city. The two awards categories are Citizen of the Year for individual contributions and Community Group of the Year.

Contributions can be in any field, including education, health, fundraising, charitable and voluntary services, business, sport, arts, environment or any other area that contributes to wellbeing of our community.

Congratulations to our Community Award Winners for 2023-24.

Citizen of the Year

Dr Dolly Daou

Academic, educator and entrepreneur, Dr Dolly Daou is praised worldwide for her capacity and experience connecting higher education, industry and government. Dr Daou is a leader in developing sustainable initiatives, implementing a methodology that combines design, science and business for maximum community impact.

Community Group of the Year

Mordialloc Theatre Company

Enjoying considerable success over almost eight decades, critically and at the box office, the Mordialloc Theatre Company has presented over 500 quality theatre productions and encouraged community interest in all aspects of theatre.

KINGSTON YOUTH AWARDS

Kingston Youth awards recognise the amazing contribution our young people between 12 and 25 make to our community. The Youth Awards are a chance to celebrate the potential and power of young people in Kingston who stand out for their incredible achievements and dedication to the community.

Congratulations to our Youth Award Winner for 2023-24.

Young Citizen of the Year

Josie Thornton

The 16-year-old Parkdale Secondary College student, robotics wiz and STEM advocate Josie Thornton is Kingston's Young Citizen of the Year for 2023.

Passionate and dedicated, Josie spends considerable time sharing her knowledge and mentoring and developing her peers. She is also a member of an all-female robotics team that was awarded the Regional Engineering Inspiration Award at a competition in Wollongong, enabling them to compete in Houston in the United States.



COMMUNITY AWARD WINNERS (CONTINUED)

SUSTAINABLE BUSINESS AWARDS

The inaugural Kingston Sustainable Business Awards were established to recognise and celebrate the efforts made by Kingston businesses to make the world a better and safer place.

These awards were established as a platform for our business community to showcase and celebrate achievements in a broad range of sustainable initiatives.

Congratulations to our Sustainable Community Award Winners for 2023-24.

Waste Reduction and Circular Economy

Reluv Clothing

Located in Moorabbin and applauded for their innovative online marketplace for preloved clothing, promoting waste reduction.

Ethical Sourcing and Procurement

EcoSouLife

EcoSouLife, located in Dingley Village, offers environmentally friendly tableware alternatives to harmful plastics, foams and metals. Their products naturally degrade when buried.

Diversity and Inclusion

Brainwave Bikes

Located in Dingley Village, they retail second-hand bicycles to reduce landfill waste and have processed over 2,000 bicycles, many of which are donated to needy communities. They also provide work opportunities for youth with disabilities.

Sustainable Leadership

EcoSouLife

EcoSouLife takes out a second award for their profound social and environmental influence. They positively impacted Indonesian communities by utilising leaves, once considered waste, to make biodegradable bowls sold in Australia. This has significantly uplifted the local economy, enabling children to attend school.

Sustainable Leadership (Individual)

Darren Whittaker (Azolla Certified)

Darren won for founding Azolla Certified, located in Mordialloc, an accreditation agency recognising sustainable and ethical business practices.

Young Changemakers and Innovators

e2 Environments Engineered

Founded by David Morehouse, who identified a gap in the window industry, the company aims to address energy wastage and related health concerns. An innovative 'Click in system', is a quick-to-install window and door system that ensures watertight, airtight, insulated and enhanced acoustic performance.



WOMEN OF THE YEAR AWARDS

The annual Kingston Women of the Year Awards celebrate the outstanding contribution that women are making to our local industry, community and society.

Nominees of this award are women who make a difference in our community and inspire others through their exceptional professional or personal achievements.

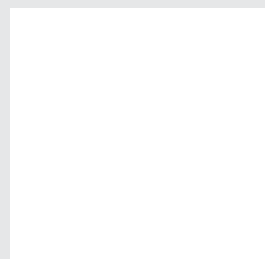
Congratulations to our Women of the Year for 2023-24.

Amy Salisbury

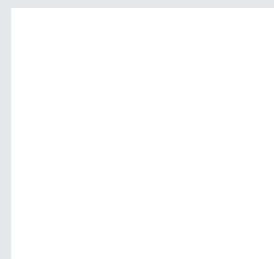
Amy is the founder of Mordi Sea Dippers, an inclusive community group bringing together a diverse range of people to explore the benefits of cold-water therapy. Through this program, members have built connections and friendships, creating a lasting positive impact on their lives.

Nimita Bagadia

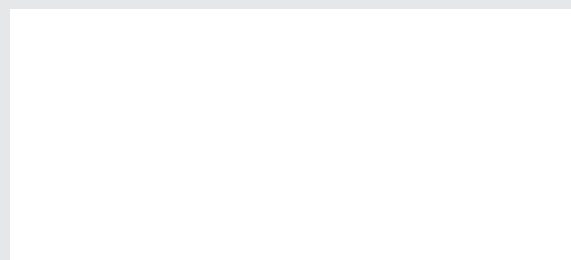
Nimita has demonstrated excellence throughout her decade-long tenure at Telstra. Beginning as a graduate engineer, Nimita actively addressed gender biases and became a champion for diversity and inclusion.



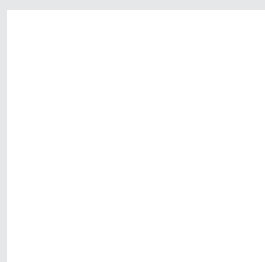
Dr Dolly Daou.



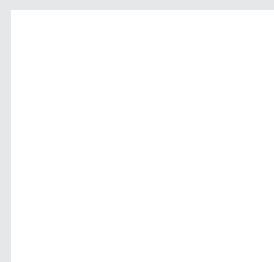
Michael Kakogiannis, President of the Mordialloc Theatre Company.



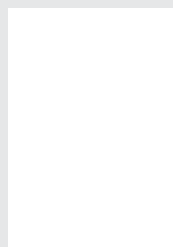
(L-R) Josie Thornton, Ross Thornton and Nash Thornton.



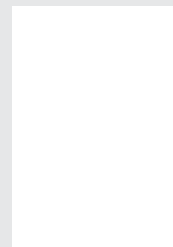
(L-R) Daniel Benjamin and Sharon Benjamin from EcoSouLife.



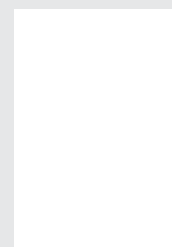
(L-R) Karen Freidin and Mark Freidin from Reluv Clothing.



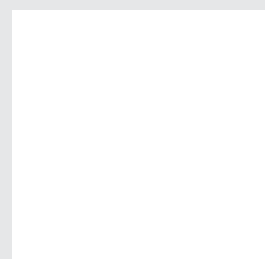
Darren Whittaker.



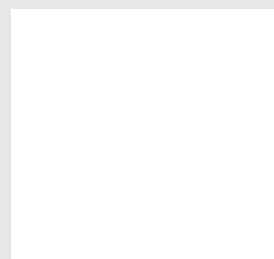
David Morehouse from e2environments.



(L-R) Paul Bird from Brainwave Bikes and Peter Bean CEO Kingston City Council.



Nimita Bagadia.



Amy Salisbury.



COMMUNITY EVENTS CALENDAR

The following events outline just some of our many events held for our community during 2023–24.

JULY 2023

- » Story Time at the Gallery (monthly)
- » Kingston Moviehouse (weekly)
- » Kingston Beats
- » Open House Melbourne
- » Winter Pop-Up Bar
- » NAIDOC Week Events – Flag raising and Family Fun Day

AUGUST 2023

- » Morning Melodies
- » safeTALK

SEPTEMBER 2023

- » Youth Awards
- » Derrimut Weelam Gathering Place Water Safety Program
- » Centenarians Event

OCTOBER 2023

- » Glitter and Glow
- » Spring Fair
- » Senior's Festival Launch with Elvis Concert
- » Happy Sad Man documentary screening
- » Gambling Harm Awareness Week – Enough is Enough performance
- » Inaugural Kingston Sustainable Business Awards

NOVEMBER 2023

- » Breaking Barriers inclusion training for sports clubs
- » Kingston Senior Services Expo

DECEMBER 2023

- » Carols by Kingston
- » Roll for Respect – 16 Days of Activism
- » Big Break – International Day of People with Disabilities
- » Kingston Koorie Christmas and Elders Luncheon
- » Water Safety Community Information Sessions

JANUARY 2024

- » BIG summer read
- » Summer Play

FEBRUARY 2024

- » Moorabbin Music + Arts
- » Skate of Mind
- » Interfaith Breakfast
- » Sorry Day at Derrimut Weelam Gathering Place

MARCH 2024

- » MordiFest
- » Cultural Diversity Week
- » Women of the Year Event

APRIL 2024

- » Kaleidoscope: School Holiday Workshops
- » Pet Expo
- » On the money financial wellbeing
- » Wall to Wall street art festival

MAY 2024

- » Junior Mayor Event
- » Volunteer Appreciation Event and Citizen of the Year Awards
- » Affirmative consent webinar
- » IDAHOBIT Art Exhibition and Panel Discussion

JUNE 2024

- » Morning Melodies
- » Men's Health Week activities and webinar.
- » Interfaith Bus Tour
- » World Elder Abuse Awareness Day event – Your Life Your Choice
- » Refugee Day – Film Screening Batoor: A Refugee Journey



KINGSTON GRANTS PROGRAM

During 2023–24, Council conducted a comprehensive review of our Kingston Grants Program to ensure we continue to provide fair and equitable access to grant funding to community groups and individuals, supporting the evolving needs of our community.

The Grants Program provides an opportunity for us to work in partnerships and invest in the local community to build a stronger, more connected neighbourhood.

Council grants support a wide range of health, welfare, sport and recreation, arts and culture, education and environment activities across several grant streams. The objective of the grants program is to:

- provide equal opportunity for the community to seek funding assistance from Council
- address needs within the community
- support initiatives that increase community participation, development and inclusion
- assist Council in delivering on identified priorities and strategies.

The Kingston Grants Program Policy underpins the program to enable the delivery of activities for the benefit of our community in alignment with Council's strategic directions, objectives and priorities as identified in our Council Plan.

For a copy of the policy or more information on the Kingston Grants Program, please visit kingston.vic.gov.au.

In 2023–24, a total of \$1,922,473 in grants was distributed to local community groups and individuals.

PARTNERSHIP GRANTS

\$1,232,112

ANNUAL GRANTS

\$326,081

CULTURAL DIVERSITY MEAL GRANTS

\$87,375

INDIVIDUAL DEVELOPMENT GRANTS

\$31,100

CHILDREN'S WEEK GRANTS

\$10,818

ARTS GRANTS

\$33,550

QUICK RESPONSE

\$58,616

FESTIVALS AND EVENTS

\$25,257

COMMUNITY SMALL GRANTS

\$109,643

SCHOOL DEVELOPMENT GRANTS

\$7,921



OUR PERFORMANCE: 2023-24 SUMMARY

Council's performance for the 2023-24 financial year has been reported against each strategic objective of Our Roadmap: Council Plan 2021-25 to demonstrate how Council is performing in delivering on the Council Plan.

Key results achieved over the course of the 2023-24 financial year include:

- ✓ of the 118 Council Plan actions, 98 per cent were implemented across Liveability, Sustainability, Prosperous, Healthy and Inclusive, Safe, and Well-governed
- ✓ of the 67 Strategic Indicators in the Council Plan, 90 per cent were above or within the expected target variance
- ✓ of the 41 Performance Indicators, 85 per cent achieved improved or were within the expected variance
- ✓ Council continued to maintain a strong financial position in terms of its cash balances, net assets and ability to cover short-term obligations.

Performance has been measured as follows:

- progress in relation to the Council Plan actions
- results achieved in relation to the strategic indicators in the Council Plan
- results against the prescribed service performance indicators and measures
- our sustainability initiatives, both environmental and social
- services funded in the budget and the persons or sections of the community who receive those services
- financial performance against the Annual Budget 2023-24.

The overall financial results for 2023-24 places Council in a position to continue operating in a financially sustainable manner.

Actual (\$,000)		
Income	Expenditure	Net Surplus
\$279.49M	\$265.51M	\$14.0M

MAJOR CAPITAL WORKS

During the 2023-24 financial year, Council's overall expenditure on capital works was \$70.5 million, including the following highlighted major capital works:

\$9.6M We made improvements to our local roads and footpaths.

\$0.3M We commenced redevelopment of the universal change rooms at Walter Galt Reserve.

\$1.1M We improved our library collection.

\$3.8M We commenced construction of the North Cheltenham Early Years Centre.

\$2.5M We made improvements to our Parks & Open Spaces.

\$5.5M We completed construction of the Regents Park Reserve Pavilion.

\$3.0M We progressed work on pavilion upgrades at Dingley's Souter Reserve.

\$3.8M We acquired a strategic land purchase in Mordialloc.

\$2.3M We commenced design and early works for Kingston's new aquatic & leisure facility.

\$6.2M We made improvements to our drains.

\$6.3M We completed construction of the GR-Bricker Pavilion.

\$1.0M We completed construction of the Mentone Surf Life Saving Club.

\$2.0M We completed the Carrum Surf Life Saving Club expansion.

\$1.7M We completed construction works at Elder Street South Reserve.

\$2.1M We created green, open space on the former Don Tatnell building site in Walter Galt Reserve.

\$0.8M We made lighting upgrades to our sportsgrounds.

\$0.8M We completed construction of Roy Dore Tennis Pavillion.

\$1.3M We completed construction of the Men's Shed in Chelsea.

\$0.9M We completed construction of athletics facilities at Edithvale Recreation Reserve.

\$1.2M We commenced redevelopment of the Chelsea netball courts and carpark.

\$6.8M We commenced construction of the Dingley Village Community Precinct – Stage 2 intergenerational community hub.

\$70.5M Overall expenditure FY 2023-24



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FINANCIAL PERFORMANCE SUMMARY

In 2023–24, Council had an operating surplus of \$14.0 million, and this result was \$12.9 million favourable to the adopted budget of \$1.1 million and was also \$18.7 million unfavourable compared to the \$32.7 million surplus reported in 2022–23. This result was influenced by:

RATES AND CHARGES

In 2023–24, rates and charges comprised \$166.8 million. This represented 60 per cent of the total operating income of \$279.5 million, compared to \$159.2 million (57 per cent of \$277.3 million) in 2022–23. The 2023–24 result was \$0.1 million unfavourable to budget.

GRANTS

Operating grants are \$2.8 million favourable to budget. This includes \$2.3 million AccessCare grants unspent in previous years and recognised as income in 2023–24.

USER FEES

User fees of \$22.5 million were \$0.2 million favourable to the budget due to increased activity, particularly at the Waves Leisure Centre to pre-COVID-19 level and aged and health services.

CONTRIBUTIONS NON MONETARY

Total non-monetary contributions received for 2023–24 was \$3.4 million which was 100 per cent favourable to the budget. Included in this amount is crown land and building amounting to \$2.5 million.

OTHER INCOME

Other Income of \$8.4 million is \$4.8 million favourable to budget due to higher investment income, return of asset protection bonds and settlement income.

CAPITAL WORKS

Council's total capital works expenditure was \$70.5 million (compared to \$65 million in 2022–23). This was \$17.5 million more than budget, mainly due to \$3.8 million unbudgeted strategic land acquisitions not known at the time of budget and an additional \$10.7 million buildings expenditure carried over from the previous year.

CASH FLOW

The total financial assets of \$108.2 million represent a decrease of \$33.1 million compared to the previous year's \$141.3 million. This decline is primarily due to additional spending on capital works, a reduction in term deposits to cover day-to-day operations, and a general increase in expenses across various areas.

BALANCE SHEET

Council's net assets were \$3.1 billion. This was primarily associated with physical assets, including total property (\$1.9 billion) and infrastructure (\$1.1 billion).

FUTURE FINANCIAL SUSTAINABILITY

The Victorian Auditor General reports to Parliament each year on the financial performance of Victoria's councils. The following indicators are used in the Auditor-General's report to reflect short and long-term sustainability:

- Net Operating Result
- Adjusted Underlying Result
- Liquidity
- Indebtedness
- Internal Financing
- Renewal Gap.

Kingston's performance in relation to these indicators is based on the last two years of actual results, along with the forecast for the next two years. The results highlight the trend of Kingston's financial sustainability in line with the methodology reported on by the Victorian Auditor-General.



NET OPERATING RESULT

Actual 2022-23: 11.8%

Actual 2023-24: 5.0%

Forecast 2024-25: 2.8%

Forecast 2025-26: 2.8%

The net operating result reflects whether Council can generate enough revenue to cover total expenses (including the cost of replacing assets reflected in its depreciation expense). The result is calculated by dividing the net results by the total revenue for the year.

The 2023-24 result of 5.0 per cent represents a decrease on the previous year mainly due to a \$20.9 million increase in operating expenditure in 2023-24, including employee costs (\$9.8 million) and materials and services expenditure (\$9.8 million). The forecast indicates continued reduction in the surplus for the year, reflecting expected continuing growth in expenses above the level of growth in total revenue.

ADJUSTED UNDERLYING RESULT

Actual 2022-23: 6.03%

Actual 2023-24: -1.92%

Forecast 2024-25: -4.19%

Forecast 2025-26: -6.51%

The Adjusted underlying result is an indicator of the operating surplus generated in the ordinary course of business. It is calculated by dividing the adjusted underlying result (adjusted underlying revenue less total expenditure) by adjusted underlying revenue (total income less non-recurrent capital grants, capital cash contributions, and non-monetary asset contributions).

The 2023-24 result reflects a deficit, after a growth in expenses above the level of growth in revenue from rates, user fees, statutory fees and fines and operating grants. This is due to the challenging economic environment and inflationary pressures. The forecast trend going forward is continued growth in expenses above the level of growth in revenue from rates, user fees, statutory fees and fines and operating grants, contributing to the result remaining in deficit. This outcome will be reviewed and sought to be improved in future budget processes.

LIQUIDITY

Actual 2022-23: 235.35%

Actual 2023-24: 209.01%

Forecast 2024-25: 211.17%

Forecast 2025-26: 186.13%

Liquidity ensures that Council has sufficient working capital to meet short-term commitments. It is calculated by dividing the total current assets by the total current liabilities. The liquidity results for 2023-24 was 209.01 per cent, which indicates a strong financial position. However, some of the cash held at year-end will be required to fund the capital works program, as well as operational grant income received in advance to deliver community services.

INDEBTEDNESS

Actual 2022-23: 5.3%

Actual 2023-24: 5.14%

Forecast 2024-25: 17.38%

Forecast 2025-26: 28.80%

Indebtedness measures how reliant on debt Council is to fund its capital programs. It is calculated by dividing total non-current liabilities by Council's own source revenue. Own source revenue is the revenue Council can generate from its own sources, which essentially excludes grant income. The 2023-24 result of 5.14 per cent reflects a stable position, ahead of a significant forecast increase to reflect Council's plans to increase its borrowings to fund the new Aquatic Facility.



FINANCIAL PERFORMANCE SUMMARY (CONTINUED)

INTERNAL FINANCING

Actual 2022-23: 70.91%

Actual 2023-24: 55.73%

Forecast 2024-25: 62.35%

Forecast 2025-26: 58.79%

Internal financing measures the ability of Council to finance capital works from generated cash flow. The higher the percentage, the greater the ability to finance capital works from Council's own funds. It is calculated by dividing the net cash provided by operating activities by the net cash used in capital expenditure. The 2023-24 result of 55.73 per cent is lower than the prior year and future forecast. The result is due to timing issues within the capital works program, as funding of projects is spread across multiple years.

RENEWAL GAP

Actual 2022-23: 111.10%

Actual 2023-24: 126.86%

Forecast 2024-25: 128.90%

Forecast 2025-26: 136.84%

Council's renewal gap represents the renewal and upgrade of existing assets at a consistent rate. It is calculated by adding the renewal and upgrade expenditure together and dividing that by Council's depreciation expense. A score of more than 100 per cent indicates a low risk of insufficient spending on our asset base. Council has a score of 126.86 per cent for 2023-24, indicating assets are being maintained at a rate higher than they are depreciating. The forecast indicates this will continue.



AWARDS AND RECOGNITION

Tandem Awards Individual Community Awards <i>Emma Matar</i> WINNER	Stormwater Victoria Excellence in Strategic or Master Planning Category <i>Kingston's Integrated Water Strategy – Planning for Climate & Future Growth</i> WINNER	Australasian Reporting Awards (ARA) 2024 ARA Silver Award <i>Kingston Annual Report 2022-23</i>
	Australian Institute of Project Management Project Management Achievement Awards Transformation projects <i>Establishment of PMO – Kingston City Council</i> WINNER	Early Years Awards Educator of the Year <i>Brittany Hood</i> FINALIST
Australian Institute of Landscape Architects Landscape Architecture Award Parks and Open Space category <i>Jean Street Reserve</i> WINNER	Parks & Leisure Australia Awards of Excellence (VIC/TAS) Environmental Stewardship Award <i>Elder Street South Reserve</i> NATIONAL FINALIST	
	Early Years Awards Promoting Children's Health & Wellbeing <i>Our Veggie Heroes Project</i> FINALIST	LGPro Awards for Excellence Innovation Management Initiative <i>Paid Parental Leave Policy</i> FINALIST
	Parks & Leisure Australia Awards of Excellence (VIC/TAS) Community-Based Initiative Award <i>Water Safety with Derrimut Weelam Gathering Place</i> FINALIST	Parks & Leisure Australia Awards of Excellence (VIC/TAS) Playspace Award (<\$500k) <i>Peter Scullin Playspace</i> FINALIST
Parks & Leisure Australia Awards of Excellence (VIC/TAS) Playspace Award (>\$500k) <i>Jean Street Reserve and Garfield Lane safety upgrades</i> COMMENDATION	Parks & Leisure Australia Awards of Excellence (VIC/TAS) Strategic and Master Planning Award <i>Play Your Way Strategy</i> COMMENDATION	



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INTEGRATED STRATEGIC PLANNING AND REPORTING FRAMEWORK

Our Integrated Strategic Planning and Reporting Framework guides Council in identifying community needs and aspirations over the long term (Community Vision), medium term (Council Plan) and short term (Annual Budget, incorporating the Annual Action Plan and Capital Works Program), and how we stay accountable through our Annual Report.

The *Local Government Act 2020* (the Act) requires councils to prepare:

- a Community Vision (for at least the next 10 financial years)
- a Council Plan (for at least the next 4 financial years)
- a Financial Plan (for at least the next 10 financial years)
- an Asset Plan (for at least the next 10 financial years)
- a Revenue and Rating Plan (for at least the next 4 financial years)
- an Annual Budget (for each financial year and the subsequent 3 financial years)
- a Quarterly Budget Report
- quarterly Council Plan Performance Reports
- an Annual Report (for each financial year)
- Financial Policies
- a Workforce Plan (including projected staffing requirements for at least 4 years).

The *Public Health and Wellbeing Act 2008* also requires councils to prepare a Municipal Public Health and Wellbeing Plan every four years, within 12 months of a council general election.

Kingston's Integrated Strategic Planning & Reporting Framework illustrates how these strategic documents fit together to help achieve our community's vision for Kingston.

The diagram on page 34 shows the relationship between the key planning and reporting documents that comprise the integrated strategic planning and reporting framework for local government. It also shows opportunities for community and stakeholder input and feedback.



KINGSTON'S INTEGRATED STRATEGIC PLANNING AND REPORTING FRAMEWORK

Community Vision

Kingston is a resilient, inclusive and diverse community. We are building the most liveable and sustainable city in Victoria. We champion and nurture our green and open spaces creating a safe, healthy environment. Our shared legacy connects our community, embracing innovation, making Kingston the place to live.

Long Term 10 Years

Asset Plan 2021-2031

Financial Plan 2024-2034

Medium Term 4 Years

Council Plan 2021-2025

Budget 1+3 Years 2024-2028

Workforce Plan 2021-2025

Revenue & Rating Plan 2024-2028

Major Plans & Strategies including the
Municipal Public Health and Wellbeing
Plan and Climate and Ecological
Emergency Response Plan

Short Term 1 Year

Annual Organisational Planning:

Development of Annual Action Plan

Development of Budget

Review of Capital Works

Service Planning and Review Process

Monitoring Trends & Performance

Liveability Survey

Community Satisfaction Survey

Annual Report including Performance
Statement and Report of Operations

Health & Wellbeing Survey

Local Government Performance

Reporting Framework

Quarterly Council Plan Progress
Report



OUR COMMUNITY VISION

The City of Kingston has worked closely with our community to set Council's direction for the future through our Community Vision. Our community has set an ambitious Community Vision which captures their priorities and aspirations.

The Community Vision for Kingston is:

Kingston is a resilient, inclusive and diverse community.

We are building the most liveable and sustainable city in Victoria.

We champion and nurture our green and open spaces, creating a safe, healthy environment.

Our shared legacy connects our community, embracing innovation, making Kingston the place to live.

The Community Panel also developed a set of principles to support the key themes of the vision. The principles are:

- community planning
- keeping the community informed, empowered and engaged
- Kingston is a respectful, inclusive and diverse community
- innovation to create a sustainable community
- to make Kingston the most liveable city for its diverse community
- prioritise the natural environment
- safety, health and wellbeing of the people of Kingston
- thriving Kingston businesses.

Our Community Vision provides a strong basis for long-term planning for Council. The Vision establishes a clear link between the aspirations of the community and Council decision making for the future.



OUR ROADMAP: COUNCIL PLAN 2021-2025

Every four years, Council develops a Council Plan, which sets the organisation's strategic directions, objectives and strategies, which contribute to the realisation of Council's Long Term Community Vision.

Our Roadmap: Council Plan 2021-25 details how we will ensure the Community Vision is attained whilst focusing on how we will work with our community, key stakeholders, community organisations, surrounding municipalities and other levels of government to achieve this.

The Council Plan is structured into six Strategic Directions and Strategic Objectives, which are as follows:

Strategic Direction	Strategic Objective
LIVEABLE	Our city will be a vibrant, enjoyable and easy place to live.
SUSTAINABLE	We prioritise our environment and reduce our impact on the earth.
PROSPEROUS	We will embrace the concept of a 20-minute neighbourhood, support the ongoing process of decentralisation and support people to live and work locally.
HEALTHY AND INCLUSIVE	We are progressive, inclusive and prioritise the wellbeing of all members of our community.
SAFE	Our community will feel safe, and be safe, in all aspects of their lives.
WELL-GOVERNED	Council will be collaborative, accountable, transparent, responsive, well-informed and efficient.



MUNICIPAL PUBLIC HEALTH & WELLBEING PLAN 2021-2025

The *Public Health and Wellbeing Act 2008* provides the legislative foundation for public health and wellbeing in Victoria. Under the Act, all local governments in Victoria must prepare a four-year Municipal Public Health and Wellbeing Plan (MPHWP) outlining areas for Council to focus on to 'protect, improve and promote public health and wellbeing'.

The Kingston Municipal Public Health and Wellbeing Plan 2021-2025 provides the strategic direction for this work. It highlights our goals and objectives and how we will work collaboratively across Council and with our community and partners to help create a strong, healthy and connected community.

The Kingston Municipal Public Health and Wellbeing Plan 2021-2025 priorities closely align with Our Roadmap: Council Plan 2021-25.

Alongside the Year 3 Health Plan Action Plan (2023-2024), a broad range of strategies and action plans also deliver on MPHWP goals and objectives, including the Walking and Cycling Plan, Play Your Way Strategy, Innovate Reconciliation Action Plan and Youth Services Strategy.

We continue to apply an intersectional, equity approach to the planning and delivery of actions to help reduce barriers and ensure equitable access and participation for diverse population groups, such as people with a disability, culturally and linguistically diverse communities, older people and people who identify as lesbian, gay, bisexual, transgender, intersex and/or queer (LGBTIQ+).

This approach enables actions to consider individual experiences and the many layers that make up the people in our community, which, in turn, have a greater positive outcome.

For more information, please visit kingston.vic.gov.au.

GOALS	OBJECTIVES
GOAL 1: A healthy and well community	1.1 Increase participation in physical activity 1.2 Increase healthy eating 1.3 Improve mental wellbeing 1.4 Reduce harm from alcohol and other drugs, smoking and gambling
GOAL 2: A safe and secure community	2.1 Improve safety in the home and community 2.2 Improve feelings of safety in the home and community 2.3 Reduce the prevalence of family violence
GOAL 3: A kind and connected community	3.1 Increase participation in community activities and volunteering 3.2 Reduce social isolation and loneliness 3.3 Reduce discrimination 3.4 Increase inclusion, respect and belonging
GOAL 4: A liveable community	4.1 Increase community understanding and resilience for health impacts of climate change 4.2 Increase availability of social and affordable housing 4.3 Increase equitable participation in the workforce and local economy 4.4 Increase accessible and equitable supply of facilities, services and activities 4.5 Increase access to and improve amenity of open spaces and the natural environment
GOAL 5: An informed and empowered community	5.1 Improve provision of accessible health and wellbeing information, programs and services 5.2 Increase participation in lifelong learning and education



CLIMATE AND ECOLOGICAL EMERGENCY RESPONSE PLAN 2030

Council plays an important climate leadership role in the City of Kingston, supporting local action and influencing the transition to a more sustainable future.

Council has declared a climate and ecological emergency and, in July 2021, adopted the Climate and Ecological Emergency Response Plan (CEERP). The two main targets of the CEERP are to support net-zero community emissions by 2030 and achieve net-zero emissions for Council's own operations by 2025.

To achieve the highest emission abatement in the shortest time, the CEERP identified actions across six priority areas. We are accelerating action in these priority areas to reduce our emissions and strengthen the protection of our natural environment.

Throughout 2023-24, Council has been transitioning its operations away from fossil fuels and supporting Kingston businesses and residents to reduce their emissions and save money. This has led to a reduction in our emissions over the past year, and community emission reductions of more than 25,000 tCOe per year attributed to Council-led programs.

Council's six CEERP priority areas:

CEERP PRIORITY AREAS	OBJECTIVE
LOW CARBON LIVING	Priority Area 1 Support Low Carbon Living
FUTURE PROOF INDUSTRY	Priority Area 2 Future Proof Business and Industry
SUSTAINABLE TRANSPORT	Priority Area 3 Transition to Sustainable Transport
TRANSFORM COUNCIL	Priority Area 4 Transform Council Operations
CAPTURE CARBON	Priority Area 5 Draw Down or Sequester Carbon from the Atmosphere
ADAPT TO CLIMATE CHANGE	Priority Area 6 Adapt to Climate Change



HOW WE REPORT ON PERFORMANCE

The City of Kingston is responsible for a broad range of services to support the wellbeing of our community, including family and children's services, aged care services, traffic management, open space, youth facilities, waste management, planning for appropriate development and ensuring accountability for Council's budget, to name a few.

The delivery of services, partnering, and advocating to achieve the strategic objectives are measured by a set of service performance indicators and measures. Council also has a range of responsibilities under Victorian and Australian legislation.

Council's performance for the 2023-24 financial year has been reported against each strategic objective to demonstrate how Council is performing in achieving the Our Roadmap: Council Plan 2021-25.

Performance has been measured as:

- progress in relation to the delivery of the actions aligned to Our Roadmap: Council Plan 2021-25, including the major initiatives identified in the budget
- results achieved in relation to the strategic indicators in the Council Plan
- services funded in the budget and the persons or sections of the community who receive those services
- results against the prescribed service performance indicators and measures.



STRATEGIC DIRECTION: LIVEABLE

STRATEGIC OBJECTIVE:

Our city will be a vibrant, enjoyable, and easy place to live.

STRATEGIES FOR ACHIEVING THE OBJECTIVES:

- Provide accessible, quality public open spaces for passive and active recreation
- Invest in high-quality community assets
- Manage movement around the city, including traffic and parking, to make community activities accessible
- Plan for changes in the population and the community's housing needs
- Preserve and enhance Kingston's character and heritage
- Support the development of affordable housing options, including social and community housing
- Foster a thriving and innovative arts and culture scene, which is both diverse and inclusive.

HIGHLIGHTED INITIATIVES

Council's progress in relation to the delivery of actions aligned to Our Roadmap: Council Plan 2021–25 are detailed below. These actions also cover the major budget initiatives, as outlined in the Annual Budget 2023–24.

Annual Action Plan Actions	Progress Update
Progress the development of the Kingston Play Spaces and Active Recreation Strategy (2023–30), including implementing a program of playground renewals to ensure quality spaces for our community.	Implementation of the Play Your Way Strategy resulted in delivering four renewed play spaces including Peter Scullin Reserve, Mavis Hutter, Kearney Drive and Mentone foreshore and designing five further play spaces. A priority order for playgrounds and active recreation areas has been developed to inform future designs. All completed play spaces have proved very popular, with children enjoying the new 'adventure play' features.
Finalise and commence implementation of the Funding and Community Use Agreements with Hawthorn Football Club to encourage healthy, active lifestyles and establish strong community connections.* (Actual: \$0.00; Budget: \$1.5M)	The Funding and Community Use Agreement with Hawthorn Football Club has been executed by both parties, and the first milestone payment has been released. Works on site have commenced and are progressing well. This premier regional venue will showcase female participation in sport, particularly AFL, including both AFLW and community use. The facilities will also be available for other football activities, including finals, pre-season and umpire training and development, including female umpires.
Install the Disc Golf Course at Bicentennial Park.	The new Disc Golf course at Bicentennial Park opened to the public in December 2023. It is proving very popular with the community and enjoyed by people of all ages and abilities. Discs can be borrowed from the Chelsea Library free of charge. Kingston now has two Disc Golf courses, including the one at Bald Hill Park in Clarinda.
Implement Year One actions of the Kingston Open Space Strategy (2023–33) to ensure accessible, safe and well-utilised open spaces in Kingston for our community.	The Year One actions of the Kingston Open Space Strategy (2023–33) have been completed, including the installation of solar lighting at Glyn Close Reserve in Cheltenham, the delivery of path, playground and lighting improvements at Jean Street Reserve in Cheltenham, and the commencement of upgrade works at Beauty Spot in Carrum.
Develop the detailed design for the new Aquatic facility and commence procurement for the construction contract, ensuring the future health and wellbeing of our community.* (Actual: \$ 2.3M; Budget: \$2.1M)	Development of the detailed design for the new Aquatic Facility was completed, and a tender process was undertaken for the construction contract.



Annual Action Plan Actions	Progress Update
Complete the Carrum Surf Life Saving Club expansion project.* (Actual: \$2.0M Budget: \$2.1M)	The Carrum Surf Lifesaving Club expansion project has been completed to meet growing community demand. The improvements include additional change facilities for junior and senior members, a separate family change room and a first-floor deck to support observation and lifesaving activities.
Complete construction of the Regents Park Pavilion project.* (Actual: \$5.5M; Budget: \$5.5M)	The Regents Park Pavilion in Aspendale has been completed with new facilities, including upgraded change rooms, accessible toilets, and female-friendly amenities, all designed to cater to the community's growing needs.
Complete construction of the Dingley Pavilion project.* (Actual: \$3.0M; Budget: \$4.8M)	Construction of the Dingley Pavilion has progressed with structural work and the roof completed. The main contractor went into liquidation during quarter one, so fresh tenders were called to complete the works. A new contractor has been appointed and works have now substantially recommenced.
Complete construction of the GR-Bricker Pavilion project.* (Actual: \$6.3M; Budget: \$6.3M)	The redevelopment of Moorabbin's GR-Bricker Pavilion has been completed to meet the community's need for sporting opportunities in Kingston. The improvements include pavilion redevelopment, new sports lighting, upgraded cricket nets and car parking.
Commence redevelopment of Chelsea netball courts and carpark.* (Actual: \$1.2; Budget: \$1.6M)	The redevelopment of the six outdoor netball courts and carpark at Chelsea Bicentennial Park commenced in December 2023. The redevelopment ensures that over 1,000 young netballers from over 100 teams can play on state-of-the-art courts with new shelters and sports lights.
Commence redevelopment of the universal change room construction at Walter Galt Reserve.* (Actual: \$0.3M; Budget: \$1.0M)	The concept design process for the universal change room construction at the Walter Galt Reserve pavilion has progressed, with stakeholder consultation for the floor plan underway. The new change facilities will be female-friendly, meet universal access requirements, and provide a safe and welcoming environment for female participants and other club members and their families.
Establish proactive civil maintenance inspection schedules.	Proactive inspection schedules for Council assets have been established to reduce asset downtime and to ensure timely intervention to prevent critical failures. The online platform and resources will continue to evolve to meet current and future needs.
Develop sporting pavilion prioritisation programs and standard design guidelines and principles to ensure high-quality community assets.	Following comprehensive community consultation, Council adopted a Pavilion Development Policy and Design Guidelines in November 2023 to help plan for future sporting pavilion developments and ensure that the municipality benefits from high-quality community assets. The City of Kingston currently has 54 sporting reserve pavilions, which support well over 20,000 junior and senior sports people from over 100 clubs across a range of sporting codes.
Commence the construction of the Dingley Village Community Precinct – Stage 2.* (Actual: \$6.8M; Budget: \$3.4M)	Construction of the Dingley Village Community Precinct – Stage 2 commenced in quarter one. The construction is progressing well and includes a new early years education and care facility to deliver occasional childcare and funded kindergarten, flexible community meeting spaces, maternal and child health and immunisation services, a commercial kitchen and a basketball court.
Review Council's Parking Management Policy as per legislation, to ensure that parking options remain accessible for the community.	Council adopted the updated Parking Management Policy in June 2024. The Policy provides a framework for the City of Kingston to manage parking across the municipality for the benefit of the whole community and all road users in a consistent, equitable and transparent way. It sets out the main principles Council uses to manage parking restrictions, parking permits and other parking issues.

STRATEGIC DIRECTION: **LIVEABLE** (CONTINUED)

Annual Action Plan Actions	Progress Update
Continue to identify signage requirements through the Kingston Wayfinding Strategy to inform future installations.	New signage was designed for Parkdale Yacht Club, Mentone Lifesaving Club and a section of the Longbeach Trail to assist users in navigating and spatially orientating themselves within spaces and from place to place.
Commence development of the Community Infrastructure Framework to plan for community needs now and into the future.	Development of the Community Infrastructure Framework is well underway, and the first phase of community consultation has been completed. This consultation helped understand the community's experiences using the current community infrastructure and how they would like to use it in the future. In addition, fit-for-purpose assessments have been completed on all Council buildings.
Advocate for Council's decisions at VCAT and continue to provide positive mediated outcomes.	Over the past 12 months, the City of Kingston advocated for Council's decisions at the Victorian Civil and Administrative Tribunal (VCAT) to provide positive, mediated outcomes wherever possible. A total of 23 out of 38 or 60 per cent of VCAT appeals were settled through mediation instead of resulting in a merits hearing. This statistic excludes VCAT applications pursuant to Sections 87 and 89 of the <i>Planning and Environment Act</i> . This outcome reflects our strong focus on alternative dispute resolution, which provides better outcomes for those involved through mediation instead of imposed decisions.
Progress the strategic work to update Councils Heritage Strategy.	The strategic work to update Councils Heritage Strategy has progressed, with a heritage consultant appointed. Work has begun to review preliminary places identified to determine whether they are of heritage significance.
Implement the Social and Affordable Housing Strategy and continue to explore housing opportunities with private developers on key government strategies and provide support to the Homes for Homes initiative.	Council continues to explore the social and affordable housing opportunities and the Homes for Homes initiatives with private developers through pre-application discussions and government agency projects. Social housing opportunities are also being explored on Council-owned land.
Deliver and support events that promote awareness and celebration of Kingston's diverse communities, including the 'Dialogues' workshop program.	The City of Kingston continues to deliver a range of activities to promote awareness and celebrate our diverse communities. This includes workshops for Brain Training, STEM (science, technology, engineering and mathematics), AccessCare in-home support services, Baby & Toddler Time, Storytime (with accessibility options including low sensory) and AUSLAN sign language storytime.
Increase opportunities for people with a disability to engage in arts and culture programs, fostering an innovative, inclusive and diverse community.	To increase opportunities for people living with a disability to engage in arts and culture programs, Kingston Arts delivered the exhibition 'Home - Opening Doors - Renting for All'. This exhibition focuses on the importance of accessibility and freedom of choice for people living with a disability when seeking accommodation. The exhibition 'Partial Vision' was also launched at the G1 and G2 Gallery spaces, exploring the intricate nature of sight's relationship to agency and external influences. Weekly accessible workshops have also been provided by Laneway Learning at Kingston Arts Centre.



Annual Action Plan Actions	Progress Update
Plan and deliver a calendar of annual events in line with Kingston's Arts and Cultural Strategy that promotes local artistic endeavours.	<p>The City of Kingston continues to program events that promote local artistic endeavours, including:</p> <ul style="list-style-type: none"> • Kaleidoscope School Holiday Program • Melbourne Comedy Festival Neighbourhood Sessions • numerous weekly workshops by Laneway Learning • Photo Voice and If the World Was Just exhibitions at the G1 and G2 galleries • continued artists in residency support through the G3 gallery space • continued public art commissioning.
Review the application and permit process for events held on Council land to ensure improved outcomes for the arts and events sector.	The permit process was reviewed and updated for Commercial Use of Council Land Expressions of Interest, ensuring greater planning and approval time for those wishing to utilise Council-owned land for independent commercial activities.
<p>Deliver a diverse range of public artworks which are in line with the Public Art Policy and Public Art Strategic Placement Plan.*</p> <p>(Actual: \$0.3M Budget: \$0.4M)</p>	<p>The City of Kingston continues to deliver a diverse range of public artworks with projects, including the Wall to Wall Festival (10 murals in Mordialloc); Anton Hassell's Contemplative Meeting Place Bell Sculpture; and the Home of the Rakali sculpture for the Mentone Life Saving Club. Public artwork was also installed in Parkdale Library.</p>
<p>Deliver premium programming content for the Kingston City Hall, Kingston Arts Centre, and the Shirley Burke Theatre.*</p> <p>(Actual: \$0.00; Budget: \$150K)</p>	<p>The City of Kingston delivered premium arts programs for our community including:</p> <ul style="list-style-type: none"> • Kingston Movie House • Morning Melodies • Mojo: Jazz-a-oke • Storytime at the Gallery • Simply Brill • Tash York's Happy Hour • Fabulous Fortie • Jack Earle Big Band • The Sunshine Club musical.
<p>Influence precinct scale outcomes to be delivered by Suburban Rail Loop in Cheltenham and Highett through urban design and strategic planning work.*</p> <p>(Funded from existing resources)</p>	<p>The City of Kingston continued to advocate strongly for good design outcomes for the municipality with a submission to the Suburban Rail Loop's Precinct Planning – Key Directions process in June 2024, outlining Council's initial position on transport, housing, built form, community infrastructure, open space, economy and sustainability. The submission also highlighted the need for further material to be released to enable a more informed response.</p>
<p>Council led design advocacy to influence and enhance outcomes proposed through the Level Crossing Removal Project in Mordialloc, Aspendale and Highett.*</p> <p>(Funded from existing resources)</p>	<p>The City of Kingston advocated strongly for good design outcomes for the municipality. Critical concerns on the Mordialloc Level Crossing Removal project continue to be raised with the Victorian Government's Level Crossing Removal Project teams, with advocacy positions discussed with Victorian and Federal members of parliament.</p>

* Major Initiative in the Annual Budget 2023–24

STRATEGIC DIRECTION: **LIVEABLE** (CONTINUED)**HEALTH, WELLBEING & ENVIRONMENTAL INITIATIVES****Public Health & Wellbeing Plan 2021-2025 Highlights**

- Council advocated for social housing by developing a values-based messaging guide for anyone aiming to build local support for social housing and reduce the stigma for social housing residents.
- Council hosted the Seniors Services Expo attended by 150 seniors and their carers, with 38 service providers providing information to help seniors make informed choices about their health and wellbeing.

Climate and Ecological Emergency Response Plan 2030 Highlights

- Council worked with developers to encourage planning applications that meet high Environmentally Sustainable Design standards, resulting in 17 per cent of dwellings committing to achieve a 7 Star rating under the Nationwide House Energy Rating Scheme (NatHERS) before this rating became a requirement.
- Through working with developers, Council saw 58 per cent of projects committing to be all-electric, up from 37 per cent in 2023.

STRATEGIC INDICATORS

Council's performance against the strategic indicators in the Council Plan is presented below.

Strategic Indicator	Target	Result 2023-24	Comment
Si 1. Number of additional open space sites created in the municipality	Trend Indicator	0.00	No new open space was created in 2023-24 as Council focused on improving the quality of existing open space rather than increasing the quantity. This included significant projects such as active and passive recreation improvements at Elder Street South Reserve.
Si 2. Council's renewal gap ratio measured against the Victorian Auditor-General's Office indicator	1.00	1.26	This indicator has increased this year in line with increased capital expenditure spend and a higher proportion of renewal works.
Si 3. Number of community activities where sustainable transport is promoted	48.00	68.00	A total of 68 events were held during the 2023-24 financial year to encourage participants to use sustainable transport. Sustainable transport – such as walking, cycling or using public transport options and leaving the car at home – was promoted whenever a Council-organised event was promoted.



Strategic Indicator	Target	Result 2023-24	Comment
Si 4. The level of alignment between Councils population forecast and the ABS Estimated Resident Population each year	Trend Indicator	100.10	Council's 2023 population forecast (163,903) and the ABS Estimated Resident Population (163,724) are very closely aligned. This is due to the 2021 Census population figures being more accurate than usual because it was conducted during COVID-19 lockdowns, and most people were at home and participated in the Census. Council's population forecast was re-based with the 2021 Census and has tracked well with population estimates so far.
Si 5. Percentage of Planning Applications for multi-dwelling development that receive five or less objections	95.00%	93.00%	A total of 93 per cent of planning application decisions for multi-unit dwelling applications for the year had five or fewer objections.
Si 6. Number of new social and community housing dwellings approved	Trend Indicator	0.00	No new social or community housing projects were approved during the year. Council continued to promote the Homes for Home program, where homeowners undertake to contribute 0.1 per cent of their property's sale price to be added to a pool of funds to create social and affordable housing.
Si 7. Attendance at Council-run festivals and civic events	51,000.00	55,356.00	55,356 people attended Council events during the 2023-24 financial year. Events held included the Pet Expo, Volunteer Appreciation Event and Citizenship Ceremonies.
Si 8. Community satisfaction rating for Council-run large-scale events	80.00%	95.25%	Council achieved a 95.25 per cent satisfaction rating across the 2023-24 financial year. The largest being 96.30 per cent of attendees at the Pet Expo reporting that they were either satisfied or very satisfied with the experience.
Si 9. Number of participants at programs provided by Council at Council-managed community centres	28,600	38,478	38,478 community members attended Council-managed community centres during the 2023-24 financial year. This number has continued to grow due to the introduction of mums and bubs Pilates, Zumba, move and connect, yoga and Pilates at some of our centres.
Si 10. Community satisfaction rating for satisfaction with City of Kingston arts and cultural programs and events	80.00%	90.00%	Council achieved a 90 per cent satisfaction rating from post-event survey respondents who attended arts and cultural programs and events during the 2023-24 financial year.

STRATEGIC DIRECTION: **LIVEABLE** (CONTINUED)**OUR SERVICES**

The services funded in the Annual Budget 2023-24 and the persons or sections of the community who received those services.

Service area and description	Net Cost Actual \$'000	Budget \$'000	Variance \$'000
Arts and cultural services			
Manage Kingston Arts Centre, Kingston City Hall, Shirley Burke Theatre, community halls and arts programming in Kingston venues. Provide a venue hire service for community activities at our creative infrastructure assets. Manage public art and the city's art collection.	(3,005)	(3,052)	(47)
Administer the Arts Grants program to support community arts and culture groups. Produce cultural programs and events for the community.			
Building consents and compliance			
Administer the <i>Building Act</i> and Building Regulations and undertake Council's permit and enforcement responsibilities, including assessing permit applications, conducting mandatory inspections and issuing occupancy permits/final certificates.	(1,023)	(1,106)	(82)
Respond to requests to inspect high-risk buildings and undertake pool and spa safety barriers compliance inspections to ensure a safer built environment.			
Capital works planning			
Deliver the annual capital works program for upgrading and renewing roads, footpaths, drainage, bridges and other civil infrastructure.	(2,482)	(2,186)	297
City assets and infrastructure maintenance			
Maintain Council's roads, drains, bridges, footpaths, public lighting, coastal structures, pavement markings, signs, and street furniture. Manage street and footpath cleaning contracts.	(5,853)	(6,221)	(368)
Land use policy and planning			
Develop policies and implement plans to ensure population growth is balanced with community amenity. Undertake strategic planning work to drive investment and renewal, accommodate Kingston's future population and provide a broader net community benefit.	(4,528)	(5,380)	(851)
Maintain and update the Kingston Planning Scheme as required to ensure it is serving the needs of the broader community.			



Service area and description	Net Cost Actual \$'000	Budget \$'000	Variance \$'000
Maintaining open space			
Maintain Kingston's open space, playgrounds, sports grounds and facilities. Plant and maintain street and park trees, including programmed and 'reactive' tree pruning. Maintain natural resource areas.	(23,720)	(20,211)	3,509
Maintain bushland, foreshore and formalised landscaped areas.			
Maintenance of Council's buildings			
Ensure statutory compliance for Council's buildings. Manage refurbishment and planned maintenance of Council's buildings. Undertake inspection and condition auditing of Council's buildings and ensure they are safe and fit for purpose.	(9,161)	(7,243)	1,917
Planning and improving open space			
Create liveable, active, inclusive and connected spaces to improve the health and wellbeing of our community and environment.	(754)	(603)	151
Planning, design and development of Council's buildings			
Manage major capital works building projects. Plan facilities for future Council needs. Undertake inspection and condition auditing of Council's buildings and ensure they are safe and fit for purpose.	0	0	0
Strategic asset management			
Strategic planning for lifecycle renewal of road, drainage, facilities and open space assets.	(2,031)	(1,672)	359
Urban area transformation			
Implement strategic placemaking projects and actions identified in adopted Activity Centre Structure Plans. Lead design advocacy for level crossing removals and major State Government projects for which urban design and place-based input are required.	(826)	(749)	77
Provide urban design reviews for major development applications to ensure optimal outcomes for the community.			
Total Liveable	(53,383)	(48,422)	4,961

STRATEGIC DIRECTION: **LIVEABLE** (CONTINUED)**SERVICE PERFORMANCE INDICATORS**

The results of the service performance indicators and measures prescribed by the Victorian Government are shown below.

Service / indicator / measure [formula]	Results				Comment
	2021 Actual	2022 Actual	2023 Actual	2024 Actual	
Statutory Planning					
Timeliness					
Time taken to decide planning applications [The median number of days between receipt of a planning application and a decision on the application]	85.00	87.00	89.00	66.00	The City of Kingston is committed to working with applicants and objectors to achieve quality outcomes in planning application decisions. The median time to decide an application was 66 days, which is significantly faster than the previous year. This improvement is attributed to a decrease in the number of planning applications following the recent downturn in the building industry. Council continues to balance the time taken to negotiate land use and development issues with the efficient processing of applications. This result is within the range expected by Council.
Service standard					
Planning applications decided within required time frames [(Number of regular planning application decisions made within 60 days) + (Number of VicSmart planning application decisions made within 10 days) / Number of planning application decisions made] x 100	64.80%	58.59%	55.66%	69.61%	The City of Kingston is committed to working with applicants and objectors to achieve quality outcomes in planning application decisions. The percentage of planning applications decided within required statutory timeframes increased significantly compared to the previous year. This improvement is attributed to a decrease in the number of planning applications following the recent downturn in the building industry. This result is within the range expected by Council.



Service / indicator / measure [formula]	Results				Comment
	2021 Actual	2022 Actual	2023 Actual	2024 Actual	
Service cost					
Cost of statutory planning service [Direct cost of the statutory planning service / Number of planning applications received]	\$2,443.58	\$2,353.99	\$2,897.25	\$3,497.53	The City of Kingston prioritises cost-effective service delivery. The cost per planning application for the statutory planning service increased compared to the previous year. This is due to the recent downturn in the building industry which has led to fewer planning applications, resulting in reduced revenue to offset the service's operational costs. This result is within the range expected by Council, given the prevailing building industry conditions.
Decision making					
Council planning decisions upheld at VCAT [Number of VCAT decisions that did not set aside Council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x 100	47.37%	48.00%	58.00%	71.43%	The City of Kingston is committed to providing an efficient and effective statutory planning service. There was a significant improvement in the number of planning decisions upheld at VCAT compared to the previous year with 71.43 per cent of decisions upheld. Furthermore, a number of items were resolved at VCAT through consent or at mediation. Although these are still reflected as decisions 'not upheld', Council considers this a good outcome as all parties reached agreement through mediation. This result is within the range expected by Council.

For more information and to compare Kingston to other Victorian councils, visit knowyourcouncil.vic.gov.au.



STRATEGIC DIRECTION: SUSTAINABLE

STRATEGIC OBJECTIVE:

We prioritise our environment and reduce our impact on the earth.

STRATEGIES FOR ACHIEVING THE OBJECTIVES:

- Recognise climate change and actively address our climate and ecological emergency
- Consider environmental sustainability in all Council decisions
- Protect and enhance our foreshore, marine environment, waterways and wetlands
- Protect and enhance the Green Wedge and progress the delivery of the Chain of Parks
- Build sustainable transport options to reduce congestion and pollution
- Enable choice of movement across our city
- Actively promote the use of emerging technologies to influence a more sustainable built environment.

HIGHLIGHTED INITIATIVES

Council's progress in relation to the delivery of actions aligned to Our Roadmap: Council Plan 2021–25 is detailed below. These actions also cover the major budget initiatives, as outlined in the Annual Budget 2023–24.

Annual Action Plan Actions	Progress Updates
Investigate opportunities to reduce the carbon footprint from all major energy uses within Council buildings, allowing for a more sustainable future.	Reducing our carbon footprint is an ongoing priority for the City of Kingston. Several building-related projects are underway to reduce the carbon footprint within Council buildings, including replacing gas hot water units and heaters with electric options. During 2023–24, Council explored options for electrification of our major buildings to move away from reliance on gas for heating and cooling.
Undertake street and park tree planting in line with Council's resolution to increase tree canopy cover by at least 1%, contributing to the removal of carbon from the atmosphere, strengthening biodiversity and habitat and restoring natural resource area ecosystems.	In the City of Kingston's annual street and park tree planting program, 4,359 trees were planted, significantly exceeding the target of 4,000 trees. To increase the tree canopy across the municipality, a variety of trees were planted, focusing on putting the right tree in the right location. The new trees will contribute to removing carbon from the atmosphere, strengthening biodiversity and habitat, and restoring natural resource area ecosystems.
Establish and implement regular community reporting of Climate and Ecological Emergency Response Plan actions to actively monitor our progress in reducing climate emissions.	Community reporting on our progress in reducing carbon emissions through the Climate and Ecological Emergency Response Plan is provided through six-monthly updates, available to the public through Council meetings. In addition, a City of Kingston Climate Emergency dashboard has been prepared.
Deliver targeted education/information sessions in line with the Urban Cooling Strategy (2020–2030) to better understand the impacts of climate change on vulnerable residents.	The City of Kingston has developed a Heat Preparedness Campaign for the community, including communications, presentations, and extreme heat warning resources. Over the summer, Council's website and social media posts provided links to tips for cooling your home efficiently and staying healthy in the heat. This is now a resource that can be delivered every summer with relevant updates and modifications.



Annual Action Plan Actions	Progress Updates
Advocate to Melbourne Water to refine the one-in-100-year flood modelling to include climate change guidance.	The City of Kingston successfully advocated to Melbourne Water to refine the one-in-100-year flood modelling to include climate change guidance. Melbourne Water is now working on the flood modelling plan.
Participate in the Southeast Council's Climate Change Alliance project to increase community resilience to the impacts of climate change.	The City of Kingston's involvement in the Southeast Councils Climate Change Alliance (SECCCA) Enhancing Community Resilience project concluded in March 2024. Council officers learned how to apply the data and project findings to various project applications at Council. Bayside and Frankston City Councils shared findings from co-designs that demonstrated how they use the project outputs to develop climate adaptation engagements directed to elderly and youth-focused sub-populations within their municipalities. SECCCA produced tools and resources for participating councils to apply in future work using the project data.
Continue to provide important habitat by protecting and enhancing indigenous vegetation across Kingston's Bushland Reserves.	The City of Kingston continued implementing key actions from Kingston's Bushland Reserves management plans, including integrated weed management to allow natural recruitment and regeneration of indigenous plant species. Council also progressed the development of Kingston's Biodiversity Strategy, with the completion of public consultation.
Prepare a Circular Economy Strategy to ensure the disposal of waste is processed for re-use and allowing for less waste to landfill.	Preparation of the Circular Economy Strategy (now called the Circular Waste Strategy) to decrease waste going to landfills has commenced. Benchmarking of other councils is currently underway, and internal consultation workshops have been completed.
Continue to implement changes in fleet composition to reduce carbon emissions.	The City of Kingston continues implementing changes to its fleet composition to reduce carbon emissions. A total of 20 hybrid vehicles and four full-electric vehicles have been incorporated into the fleet. The overall size of the fleet was also reduced by over 5 per cent. Trials are currently underway to explore electric commercial vehicles and vehicle charging infrastructure.
Expand Council's resourcing to support Environmentally Sustainable Design, assisting in reducing negative impacts on the environment whilst maximising sustainability.	The City of Kingston has established a two-year Environmentally Sustainable Design Officer role to assist the existing Environmentally Sustainable Design Specialist Officer to focus on reducing negative impacts on the environment and increasing sustainability.
Initiate an investment strategy for Waves, which is inclusive of Environmentally Sustainable Design initiatives.	An investment strategy for the future refurbishment of Waves Leisure Centre is required to ensure that the building can continue to serve the community's needs. The development of the investment strategy has been initiated. The first stage of the strategy is to develop an Environmentally Sustainable Design pathway for the centre, and tenders are being evaluated for a consultant to undertake this work.
Continue to investigate opportunities to improve public access and connectivity along the coastline while recognising and protecting culturally and environmentally sensitive areas.	The City of Kingston continued investigating access improvements along the foreshore to improve public access and connectivity along the coastline. Construction of the new ramp at Parkdale Yacht Club has been completed.
Maintain and upgrade foreshore infrastructure as required.	The project to extend the Carrum foreshore boardwalk to maintain a high level of public safety and accessibility has progressed with all permits and approvals in place.

STRATEGIC DIRECTION: **SUSTAINABLE** (CONTINUED)

Annual Action Plan Actions	Progress Updates
Continue to work in partnership with the Victorian Government to deliver the Chain of Parks, including implementation of the Chain of Parks Trail Masterplan and State Government grant-funded planning projects.* (Funded from existing resources)	The City of Kingston advocated for many years to transform the former Heatherton/Dingley landfill sites into a Chain of Parks where people and nature can thrive. Following the Victorian Government's recent land acquisition, Sandbelt Parklands, a 355-hectare Chain of Parks, including Kingston's Green Wedge, will be created from Moorabbin to Dingley Village. The acquired land is currently being managed by the Department of Energy Environment and Climate Action, which is undertaking environmental monitoring and maintenance. Council will continue to liaise with the Victorian Government about future enhancements of these land parcels for the community to access.
Continue partnering with the State Government to strategically plan for the Kingston Fields Regional Sporting Precinct, delivering new innovative sporting programs, events and partnerships to the community.* (Funded from existing resources)	The Victorian Government has committed \$1M to the City of Kingston for planning for a regional sporting precinct, Kingston Fields Vision, in the Green Wedge area. This will provide for current demand and the future growth of sport and recreation in Kingston and beyond. Progress depends upon the Victorian Government securing replacement land for the Suburban Rail Loop Projects Train Stabling Yard to realise the Kingston Fields vision.
Complete the updates to the Kingston Green Wedge Management Plan following State Government decisions on the Suburban Rail Loop Stabling Facility and Chain of Parks in the Kingston Green Wedge. Progress a Planning Scheme Amendment once adopted.	Council has completed and adopted the Kingston Green Wedge Management Plan 2023. A built-form analysis is currently being undertaken to support the built-form guidelines in the Kingston Green Wedge Management Plan, which are proposed to be implemented as part of the proposed Planning Scheme Amendment.
Finalise the Walking and Cycling Plan to set the program of works for future years to develop and advance walking and cycling as a means of travel in the City of Kingston.	Council adopted the Walking and Cycling Plan in October 2023. The Plan sets a program of works for future years to develop the use of walking and cycling for travel in the City of Kingston. Active transport, such as walking and cycling, increases community health and wellbeing, reduces carbon emissions and reduces traffic on local roads.
Design and commence construction of the shared path and traffic treatment link from Karkarook Park to Settlement Creek/Clayton Road, allowing greater movement across our municipality.* (Actual: \$5K Budget: \$5K)	Design and construction of the shared path and traffic treatment link from Karkarook Park to Settlement Creek/Clayton Road have commenced, and the traffic treatment at the Elder Road South crossing has been installed. The construction of a short section of path along Elder Street South depends on land acquisition at the corner of Elder Street South and Old Dandenong Road, and the land acquisition process is being investigated for future construction.
Implement actions from the Geospatial Information System Strategy to ensure innovative digital solutions to service delivery.	Actions from the Geospatial Information System Strategy to ensure innovative digital solutions to service delivery are completed include: <ul style="list-style-type: none"> • a Geospatial Information System mobile application for use by the Bushland & Foreshore and Asset Management teams • classification of Customer Requests overlaid onto maps to present more relevant information to multiple departments • upgrading the Geospatial Information System • formal Geospatial training across Council, with regular training courses delivered.
Continue to explore technology advances throughout Council's operations to support our transition to fully electric plant and equipment.	The City of Kingston has purchased two fully electric mowers and continues to explore technology to support our transition to fully electric plant and equipment to reduce greenhouse emissions and contribute to a more sustainable environment.

* Major Initiative in the Annual Budget 2023–24



HEALTH, WELLBEING & ENVIRONMENTAL INITIATIVES

Public Health & Wellbeing 2021-2025 Highlights

- Council partnered with nine councils to deliver the Melbourne Biodiversity Blitz, encouraging residents to log photos and sound recordings of the plants, animals and fungi to build an understanding of the biodiversity within Kingston.
- Over 4,500 street and park trees were planted to progress towards Council's Urban Forest Strategy canopy targets, contributing to cooling and biodiversity aims.
- Council staff took part in Biketober, with 105 participants taking 1,046 bike trips and riding a total of 21,677km. This equated to 923kg of CO₂ saved for the month.

Climate and Ecological Emergency Response Plan 2030 Highlights

- Council implemented a trial program of in-home energy assessments helping Kingston residents reduce energy use and save money.
- A second public electric vehicle (EV) charger was installed at Peter Scullin Reserve, with funding contributed by the State Government of Victoria. Both of Council's EV chargers have been popular, saving over 66 tonnes of CO₂e.

STRATEGIC INDICATORS

Council's performance against the strategic indicators in the Council Plan is presented below.

Strategic Indicator	Target	Result 2023-24	Comment
Si 11. Percentage of non-potable water used across all sports grounds and reserves	Trend Indicator	18.00%	A total of 18 per cent (19 megalitres) of the water used on Kingston's sportsgrounds and reserves was non-potable storm and bore water.
Si 12. Number of plants distributed as part of Council's Free Tree and Plant Vouchers scheme	4,600.00	4,500.00	A total of 4,500 plants were distributed across designated collection days in autumn and at subsequent 'pop-up' events as part of our Free Plant Giveaway scheme.
Si 13. Percentage reduction in corporate greenhouse emissions	25.00%	2.20%	There was a 2.2 per cent reduction in total net emissions compared to the previous year (based on the available preliminary data). Gas removal at several Council facilities over 2023-24 has led to an overall reduction in gas use and related emissions.
Si 14. Number of Gardens for Wildlife assessments of residential gardens	90.00	89.00	A total of 89 gardens for wildlife assessments were conducted during the year. Council is now offering both in-person and online assessments to expand the reach of this program, which continues to be popular with our community.
Si 15. Number of planning applications that have had an Environmentally Sustainable Design Assessment	40.00	52.00	A total of 52 Environmentally Sustainable Design Assessments were undertaken for planning applications during the year, which is significantly above our target.

STRATEGIC DIRECTION: **SUSTAINABLE** (CONTINUED)

Strategic Indicator	Target	Result 2023-24	Comment
Si 16. Percentage of actions implemented in the Coastal and Marine Management Plan	Trend Indicator	80.00%	A total of 36 of the 44 Coastal and Marine Management Plan actions, which are either ongoing or to be completed in the first two years, have commenced or been completed.
Si 17. Amount of land purchased and developed for the Chain of Parks by Council and the State Government	Trend Indicator	0.00	The final 86 hectares of land for the Chain of Parks was purchased by the Victorian Government in 2022-23, with no further land purchases scheduled. Once completed, the Chain of Parks will stretch for 305 hectares from Karkarook Park in Heatherton to Braeside Park. Over time, the old landfills will be rehabilitated to offer recreational facilities and open space for community use.
Si 18. The number of electric vehicle charging sessions in Kingston	1,450.00	2,807.00	A total of 2,807 electric vehicle charging sessions were recorded throughout the 2023-24 financial year, which is significantly above target. The steady increase in usage demonstrates the growing awareness of these chargers and the increasing popularity of electric vehicles.
Si 19. Number of Electric Vehicle charging stations introduced into Kingston	1.00	1.00	A public electric vehicle charging station was introduced at Peter Scullin Reserve in Mordialloc and has been in operation since November 2023.
Si 20. Number of walking and cycling improvement projects completed to enhance the local network	7.00	9.00	Council completed nine projects during the year, including constructing high-quality walking and cycling paths at Elder Street South Reserve, Jean Street Reserve and Highett pocket park. Paths were also upgraded at Parkdale Yacht Club and Mentone Life Saving Club. In addition, the intersection of Thames Promenade and Scotch Parade in Chelsea was upgraded to improve pedestrian safety.
Si 21. Percentage of kerbside collection waste diverted from landfill	55.83%	54.20%	The City of Kingston continues to encourage the diversion of waste from landfills with an efficient kerbside recycling and green organics collection service. The quantity of kerbside waste diverted from landfills has declined slightly compared to the previous year due to the implementation of the Container Deposit Scheme, which reduced the amount collected through recycling bins. Kingston continues to offer a soft plastics collection service at several locations to encourage more recycling. This result is within the range we expected.
Si 22. Number of participants engaged in environmental education opportunities	425.00	1,057.00	A total of 1,057 people participated in environmental education opportunities during the 2023-24 financial year. Events included in-home energy assessments, library events, and the Dolphin Research Institute's i sea, i care schools program.



OUR SERVICES

The services funded in the Annual Budget 2023–24 and the persons or sections of the community who receive those services.

Service area and description	Net Cost Actual \$'000	Budget \$'000	Variance \$'000
Environment management and education			
Help the community to live and work more sustainably in response to emerging environmental challenges such as climate change. Coordinate delivery of Council's Climate and Ecological Emergency Response Plan (CEERP).	(1,571)	(2,103)	(533)
Work with community, business and industry across Kingston to reduce emissions in line with the CEERP targets. Coordinate and initiate work by other departments across Council to achieve net zero corporate emissions by 2025.			
Foreshore management and maintenance			
Coordinate the management and maintenance of the foreshore.	(1,073)	(1,087)	(15)
Transport planning and traffic engineering			
Manage local area traffic and parking. Implement the Kingston Integrated Transport Strategy.	(964)	(971)	(8)
Waste services			
Manage the collection of kerbside garbage, recycling and green waste bins and the collection of hard waste. Manage the collection of commercial waste. Provide waste education programs to the community.	(21,529)	(20,621)	908
Total Sustainable	(25,136)	(24,784)	352

STRATEGIC DIRECTION: **SUSTAINABLE** (CONTINUED)**SERVICE PERFORMANCE INDICATORS**

The results of the service performance indicators and measures prescribed by the Victorian Government are shown below.

Results					
Service / indicator / measure [formula]	2021 Actual	2022 Actual	2023 Actual	2024 Actual	Comment
Waste Management					
Service standard					
Kerbside collection bins missed [Number of kerbside garbage and recycling collection bins missed / Number of scheduled kerbside garbage and recycling collection bin lifts] x 10,000	9.46	9.10	9.33	0.22	The City of Kingston aims to deliver a reliable and efficient kerbside bin collection service for the community. There has been a significant reduction in the number of missed bins compared to previous years. This is due to enhanced reporting data that distinguishes between missed bins, partial collections, late set-outs, and refilled bins. This result is within the range expected by Council.
Service cost					
Cost of kerbside garbage bin collection service [Direct cost of the kerbside garbage bin collection service / Number of kerbside garbage collection bins]	\$101.54	\$121.40	\$136.17	\$141.03	The City of Kingston seeks to provide an effective and cost-efficient garbage bin collection service for the community. Kerbside garbage bin collection and disposal costs have shown a small overall increase in cost compared to the previous year as fuel and landfill costs have increased in line with the Consumer Price Index. This result is within the range expected by Council.
Cost of kerbside recyclables collection service [Direct cost of the kerbside recyclables bin collection service / Number of kerbside recyclables collection bins]	\$70.28	\$75.00	\$80.13	\$80.85	The City of Kingston endeavours to provide an effective and cost-efficient recyclables bin collection service for the community. Kerbside recycling bin collection and processing costs have remained largely stable due to Consumer Price Index changes being offset by slightly lower recycling tonnages. This result is within the range expected by Council.
Waste diversion					
Kerbside collection waste diverted from landfill [Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x 100	56.53%	55.28%	55.16%	54.20%	The City of Kingston continues to encourage the diversion of waste from landfills with an efficient kerbside recycling and green organics collection service. The quantity of kerbside waste diverted from landfills has declined slightly compared to the previous year due to the implementation of the Container Deposit Scheme, which reduced the amount collected through recycling bins. Kingston continues to offer a soft plastics collection service at several locations to encourage more recycling. This result is within the range we expected.

For more information and to compare Kingston to other Victorian councils, visit [knowyourcouncil.vic.gov.au](https://www.knowyourcouncil.vic.gov.au).



RETIRED INDICATORS

Measures retired and removed as per amendments to the Local Government (Planning and Reporting) Regulations 2020 (the regulations).

		Results			
Service / indicator / measure [formula]	2021 Actual	2022 Actual	2023 Actual	2024 Actual	Comment
Waste Collection					
Satisfaction					
Kerbside bin collection requests	194.34	191.61	180.67	Retired in 2023	This measure was retired and removed as per amendments to the regulations.
[Number of kerbside garbage and recycling bin collection requests / Number of kerbside bin collection households] x 1,000					



STRATEGIC DIRECTION: PROSPEROUS

STRATEGIC OBJECTIVE:

We will embrace the concept of a 20-minute neighbourhood, support the ongoing process of decentralisation and support people to live and work locally.

STRATEGIES FOR ACHIEVING THE OBJECTIVES:

- Support Kingston's economy, local industry and businesses to thrive in a changing environment
- Embrace innovation to further promote Kingston businesses
- Promote local jobs and employment pathways
- Improve connections between activity zones, public transport hubs and where people live through an integrated network
- Pursue and enhance regional collaborative opportunities and partnerships
- Support our local visual and performing arts community.

HIGHLIGHTED INITIATIVES

Council's progress in relation to the delivery of actions aligned to Our Roadmap: Council Plan 2021-25 is detailed below. These actions also cover the major budget initiatives, as outlined in the Annual Budget 2023-24.

Annual Action Plan Actions	Progress Update
Commence implementation of the Heatherton and Spring Road Masterplans.	Implementation of the Heatherton Park and Spring Road Reserve Masterplans has commenced with Council's endorsement of the plans. Implementation of works for the enhancements will commence in the next financial year. Both parks are former landfill sites that provide valuable recreational spaces for the community with green, open space and enhanced biodiversity.
Develop a Kingston Economic Development Strategy to provide a long-term vision for sustainable economic growth that supports maintaining and diversifying local jobs.* (Funded from existing resources)	The Kingston Economic Development Strategy has been drafted this year to support sustainable economic growth. The development of a 'future directions' paper and two rounds of community consultation in February and June 2024 have informed the development of the draft Strategy.
Implement the reforms arising from the Business-Friendly Council Approvals pilot.	The reforms arising from the Business-Friendly Council Approvals pilot have been implemented, including updating the City of Kingston's website with a new 'business landing page', which significantly improves the information provided to customers. Introducing these reforms will lead to a better overall experience for Kingston's business customers.
Develop a Kingston Place Activation Plan to support improved vibrancy of the commercial precinct.	The Kingston Place Activation Plan has been drafted to support improved vibrancy of retail and commercial precincts. The Place Activation Plan will support improvements to commercial and activity centres and is linked to developing the draft Economic Development Strategy.
Develop a Kingston Employment and Commercial Land Use Strategy to provide a framework for future land use change and development within Kingston's industrial and commercial precincts in consultation with stakeholders and the business community.	Development of the Employment Land Use Strategy to provide a framework for future land use change and development has progressed, with the production of a Kingston Economic Profile and Precinct Profiles. This work has helped shape the Issues and Opportunities Paper and draft the Employment Land Use Strategy that is now being finalised.



Annual Action Plan Actions	Progress Update
Prepare and deliver design advocacy work in response to major Victorian Government transport projects, including planned level crossing removals and the Suburban Rail Loop Project.	<p>The City of Kingston continued to advocate strongly for good design outcomes for the municipality with a submission to the Suburban Rail Loop's Precinct Planning – Key Directions process in June 2024, outlining Council's initial position on transport, housing, built form, community infrastructure, open space, economy and sustainability. The submission also highlighted the need to release further material to enable a more informed response.</p> <p>Critical concerns on the Mordialloc Level Crossing Removal project continue to be raised with the Victorian Government's Level Crossing Removal Project teams, with advocacy positions discussed with Victorian and Federal members of Parliament.</p>
Partner with retail centres impacted by level crossing removal works, ensuring proactive engagement with businesses during the major construction works.	The City of Kingston continued supporting traders impacted by the level-crossing removals at Parkdale and Mordialloc, as well as those affected by previous level-crossing removals. This included regular visits to impacted businesses, attendance at trader association meetings and advocacy to the Victorian Government's Level Crossing Removal Project teams.
Project manage the development of a Regional Needs and Investment Framework for the Southern Region of Melbourne to more clearly communicate to Commonwealth and State Government on key regional needs.* (Funded from existing resources)	The Regional Needs and Investment Framework for the Southern Region of Melbourne has been completed and circulated to councils to communicate their key needs to other levels of government.
Deliver numerous arts grants and creative industry professional development activities to support our local creative industries and economy.	The City of Kingston has expanded its supported Artist in Residence Program to include the Kingston Arts Centre, this program provides financial and material support over three-month residencies to multiple artists via an Expression of Interest process. Council has streamlined the arts grants into the larger Community Grants funds pool.
Deliver numerous Cultural Programs under the Arts and Cultural Strategy, to develop and nurture Kingston's creativity.	<p>The City of Kingston delivered a range of programs encouraging the community to engage with and participate in creative activities including:</p> <ul style="list-style-type: none"> • Kaleidoscope School Holiday Program • Melbourne Comedy Festival Neighbourhood Sessions • numerous weekly workshops by Laneway Learning • Photo Voice and If the World Was Just exhibitions at the G1 and G2 galleries • continued artists in residency support through the G3 gallery space • continued public art commissioning.

* Major Initiative in the Annual Budget 2023–24

STRATEGIC DIRECTION: **PROSPEROUS** (CONTINUED)**HEALTH, WELLBEING & ENVIRONMENTAL INITIATIVES****Public Health & Wellbeing Plan 2021-2025 Highlights**

- Council partnered with various support agencies to provide services to job seekers, including hosting Jobs Victoria services at our Community Centres to reach community members from diverse backgrounds.
- Council recognised businesses making a conscious effort to support diversity and inclusion initiatives in the workplace, with Brainwave Bikes based in Dingley, the recipient of the 2023 Diversity and Inclusion Award at the inaugural Kingston Sustainable Business Awards.

Climate and Ecological Emergency Response Plan 2030 Highlights

- Kingston's inaugural Sustainable Business Awards were held, recognising and celebrating the achievements of our business community across a broad range of sustainability initiatives, including zero carbon.
- Council provided energy efficiency, renewable energy and electrification advice to large manufacturing businesses and linked them to technical experts in these industries. Combined, over 11,000 tonnes of GHGe savings and considerable cost savings have been identified for businesses.

STRATEGIC INDICATORS

Council's performance against the strategic indicators in the Council Plan is presented below.

Strategic Indicator	Target	Result 2023-24	Comment
Si 23. Number of business support workshops and events held by Council	20.00	54.00	A total of 54 business support workshops and events were delivered during the year. Events included the popular Wall to Wall street art festival in Mordialloc, pop-up consultations for the Economic Development Strategy, business support workshops and Digital Marketing Masterclass sessions.
Si 24. Number of VicSmart Applications decided within 10 days	60.00	185.00	The City of Kingston continued to provide an efficient turnaround time for VicSmart applications, with 185 applications decided within 10 days, for the year. This achievement significantly exceeds our target of 60.
Si 25. Satisfaction with the Better Approvals co-ordination service	95.00%	100.00%	The Better Approvals service achieved a satisfaction rating of 100 per cent from users. The Better Approvals service assists local businesses by providing a single point of contact to navigate the City of Kingston's permit process, with 66 businesses assisted during the year.
Si 26. Percentage of Footpath Trading applications processed within 15 days	90.00%	100.00%	A total of 52 footpath trading applications were received for the year, with all processed within 15 days. The City of Kingston's efficient processing of applications supports local businesses to thrive.
Si 27. Number of local Jobs Portal registrations by employers	25.00	15.00	While job seeker registrations remain high, only 15 new employer registrations were received during the 2023-24 financial year. This is lower than expected due to the recent Australia-wide economic slowdown.



Strategic Indicator	Target	Result 2023-24	Comment
Si 28. Number of new and improved high-quality walking and cycling paths	3.00	5.00	The City of Kingston improved two and fully constructed a further three high-quality walking and cycling paths. Additionally, several projects underwent design for construction in the next financial year.
Si 29. Participation in regional collaborations or partnerships entered to enhance local economic outcomes	2.00	2.00	To enhance local economic outcomes, the City of Kingston has partnered with two organisations, including the Melbourne PC Users Group, to support programs for youth and with Reground to support a trial of waste reduction services to reduce costs for local businesses.
Si 30. Number of local artists supported through Council Grants	5.00	8.00	A total of \$33,550 was awarded to eight arts grant recipients. This funding supported activities such as multimedia installations/performances, podcasts, temporary public art, exhibitions and musical performances.

OUR SERVICES

The services funded in the Annual Budget 2023-24 and the persons or sections of the community who receive those services.

Service area and description	Net Cost Actual \$'000	Budget \$'000	Variance \$'000
Local jobs retention, growth, and diversification			
Facilitate business development, mentoring and network activities to meet current and emerging business challenges. Support regional economic growth through participation in partnerships.	(1,492)	(1,497)	(5)
Assist businesses to navigate Council's regulatory processes. Be a voice for the business community within Council and to other tiers of government.			
Total Prosperous	(1,492)	(1,497)	(5)

SERVICE PERFORMANCE INDICATORS

There are no reportable Service Performance indicators that relate to this Strategic Direction.

For more information, visit knowyourcouncil.vic.gov.au.



STRATEGIC DIRECTION: HEALTHY AND INCLUSIVE

STRATEGIC OBJECTIVE:

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

STRATEGIES FOR ACHIEVING THE OBJECTIVES:

- Respect the importance of Aboriginal and Torres Strait Islander people in Kingston and their connection to the land
- Champion social equality
- Celebrate and learn from our diversity
- Support community education, life-long learning and creativity
- Support the inclusion of everyone in community life
- Support our community's physical wellbeing
- Prioritise our community's mental wellbeing
- Tailor our communication to our diverse community to make communication accessible to all.

HIGHLIGHTED INITIATIVES

Council's progress in relation to the delivery of actions aligned to Our Roadmap: Council Plan 2021–25 is detailed below. These actions also cover the major budget initiatives, as outlined in the Annual Budget 2023–24.

Annual Action Plan Actions	Progress Update
Implement the Innovate Reconciliation Action Plan (2022–2024) to advance reconciliation.	<p>Council has continued to implement the Reconciliation Action Plan (RAP) in 2023–24. A program of events and activities was held to acknowledge and celebrate NAIDOC and Reconciliation Weeks, including flag-raising events at Derrimut Weelam Gathering Place, Family Fun Days and internal staff education sessions.</p> <p>Opportunities to support greater engagement with Blak business have been implemented and cultural awareness online and in-person training is being undertaken by staff across the organisation. The progress on the RAP implementation is reported to the Council on a six-month basis.</p>
Continue to support the Derrimut Weelam Gathering Place to develop new programs to increase community engagement.	<p>Community participation continued to increase at Derrimut Weelam Gathering Place in 2023–24 through the delivery of a range of programs and events. Programs have included an Elders fortnightly program, monthly community gatherings incorporating women's, men's and children's groups, and back-to-school and water safety programs. A wide array of events was held throughout the year to acknowledge and celebrate days and weeks of significance, including NAIDOC and Reconciliation Weeks, Mabo Day, Sorry Day, and Christmas events.</p>
Establish an LGBTIQA+ community reference group as a part of the Access and Equity Advisory Committee to provide advice to Council on inclusive practices.	<p>An LGBTIQA+ Community Reference Group was established as a subcommittee of Council's Access and Equity Advisory Committee. The first LGBTIQA+ subcommittee meeting was held in April 2024. An overview of the Rainbow Local Government Pledge and activities, and the draft LGBTIQA+ Action Plan were presented and advice provided. Membership consists of a Victorian Police LGBTIQA+ Liaison Officer, LGBTIQA+ community member and two allies.</p>



Annual Action Plan Actions	Progress Update
Undergo Rainbow Tick accreditation for Kingston Youth Services to ensure that all policies, processes, systems and services are inclusive of LGBTIQ+ young people.	The Rainbow Tick Accreditation process for Kingston Youth Services is now complete with all policies, procedures, systems and services fully inclusive of LGBTIQ+ young people. Council received formal accreditation as a Rainbow Tick Organisation for the Youth Services Department and Customer & Corporate Support Division from Quality Innovation Performance Ltd on 22 March 2024 for three years.
Prioritise female participation in sport and access to facilities, grounds and match times through the Change of Our Game initiative.	Supporting female participation in sport is a priority for the City of Kingston. A Fair Access Policy is being developed to implement the Change Our Game initiative. It includes an action to prioritise sports ground allocation to all gender-inclusive clubs in line with Council's Sporting Ground Allocation Policy.
Develop a strategic and integrated approach to workplace diversity and inclusion via the implementation of the Kingston Gender Equality Action Plan (2021–2025) to address systemic barriers that create gender inequality.	<p>The City of Kingston has undertaken a strategic and integrated approach to workplace diversity and inclusion by implementing our Gender Equality Action Plan in 2023–24. Completion of actions to address systemic barriers that create gender inequality is on track, with 68 per cent of the actions completed and a further 32 per cent underway.</p> <p>The remainder of the actions will be completed in the final year of the Gender Equality Action Plan 2021–25. Analysis of workforce data collected in July 2023 was completed and submitted to the Commission for Gender Equality in the Public Sector along with the Gender Equality Action Plan Progress Report in February 2024.</p>
Develop and commence implementation of a community leadership program to enhance leadership skills of women and people from diverse backgrounds.	<p>Development and endorsement of a project plan to deliver the community leadership program, Kingston Kickstarters, is complete. Implementation has commenced with the engagement of a consultant, preparing to recruit participants, opening the call for nominations campaign, and seeking applications from current and emerging community leaders.</p> <p>The final stage of the overall project will be delivered in August 2024, with the five-week program delivering sessions on Leadership and Management, Communication and Presentation Skills, Unconscious Bias, Cultural Agility and Working Across Cultures, Project Management and Managing Conflict.</p>
Review Council's early years infrastructure requirements considering Victorian Government announcements.	The City of Kingston continues to work on the review of Council's early years infrastructure requirements. The next step in the review is to incorporate the recently released Victoria in Future data into this work.
Review the service delivery at each library branch, in terms of footprint and literacy offerings, to provide for greater accessibility and diversity options.	<p>The City of Kingston library service completed a major review of service delivery throughout the 2023–24 financial year. Resulting is equitable patron usage, high customer satisfaction rates and increased program attendance. Changes included:</p> <ul style="list-style-type: none">• implementation of extended access at two small branches• realigned opening hours• a roster review to ensure appropriate staffing• a review of digital and Language Other Than English (LOTE) collections• implementation of a heritage portfolio• greater promotion of the service across the municipality.

STRATEGIC DIRECTION: **HEALTHY AND INCLUSIVE** (CONTINUED)

Annual Action Plan Actions	Progress Update
Implement strategies to attract new Family Day Care educators, improving choice for families and cost advantages for Kingston.	The City of Kingston continued to promote the opportunity to become a family day care educator through messages delivered via Council's digital screens, social media posts, telephone on-hold messages and Kingston News. A cinema advertising campaign also ran during the school holidays.
Review the selection of library services and programs across the municipality to ensure they continue to meet community needs.* (Actual: \$1.1M; Budget: \$1.2M)	<p>During 2023-24, Council continued to evaluate and improve the variety and quality of its library program offerings. This has led to significant growth in the types of programs available, with a notable increase in outreach and program initiatives, particularly targeting the ageing population. Children's programs have also expanded, resulting in frequent full bookings and maximum attendance. Programs such as virtual reality for seniors and Sensitive Storytime have been introduced to address specific community needs.</p> <p>The library service has also forged valuable partnerships – for example, collaborating with Services Australia to provide further support services to our community, such as employment assistance. As a result of these efforts, the variety of programs offered by the library has increased significantly, engagement rates have risen and community support has been enhanced. The diverse range of new programs caters to different community segments, leading to improved satisfaction and alignment with municipal requirements and community needs.</p>
Develop and deliver a set of programs and outreach activities, which are inclusive of the ageing population and focused on life-long learning.	<p>The City of Kingston's library service implemented several initiatives to support and engage the ageing population. These initiatives enhance support, engagement and lifelong learning opportunities for the ageing population and include:</p> <ul style="list-style-type: none"> • the Home Library Service delivering curated library resources to 196 members monthly, assisted by 46 trained Home Library Service Volunteers who provide selection and delivery support • fortnightly visits to aged care facilities that feature Virtual Reality (VR) headsets, focusing on residents who prefer individual sessions • fortnightly visits from aged care facility residents to library branches include brain training, VR sessions and activities with outreach iPads • hosting community sessions such as VR Headset Sessions and Basic Coding Workshops (Indi Sphero, MBot) specifically for seniors • monthly Be Connected webinars on topics like online scams and banking are streamed in branches, supplemented by various digital literacy classes and workshops led by professionals • outreach to community groups such as Probus Clubs and Men's Sheds includes presentations on digital literacy, leading to follow-up sessions in branches for personalised assistance.
Develop the All Abilities Plan through a co-design process to improve access and inclusion for people with a disability.	Council adopted the All Abilities Action Plan 2024-28 in June 2024. The Plan was developed through a co-design approach, engaging individuals with disabilities, carers of people with a disability, and service providers as partners in the decision-making process. Co-design represents a participatory method that challenges traditional power imbalances, ensuring that those most affected by decisions have an influential role in the design process. This comprehensive process – coupled with a review of the relevant research, data, and legislative frameworks (and two rounds of community and staff consultation) – informed the plan's development.



Annual Action Plan Actions	Progress Update
Support the foreshore clubs to promote and provide increased community participation opportunities.	<p>The City of Kingston continued to support the foreshore clubs to increase community participation with an introduction to the Kingston Sports Forum and the Breaking Barriers initiative, which provided clubs with practical tools to create inclusive programs.</p> <p>Council also assisted clubs in promoting programs such as the learn-to-sail initiative at Chelsea Yacht Club for the Sudanese Australian Integrated Learning program, beach and water safety awareness workshops and the Mordialloc Sailing Club Blind Sports and Recreation Sailing Day.</p>
Provide opportunities to promote and deliver inclusive programs and access to sport and recreational facilities for our community.	<p>The Breaking Barriers program involved 18 participants from eight clubs as part of the Proud 2 Play initiative to increase LGBTIQ+ engagement in sport, exercise and active recreation. Council is working with key stakeholders and sports clubs to continue participating and creating further opportunities to involve their members and the community in inclusive programs.</p>
Transition community care services into the Support at Home Program, which replaces the current three in-home aged care programs and better integrates residential respite into home care assessments and service plans.	<p>The transition of community care services into the Support at Home program cannot commence due to the Australian Government amending the start date. The transition will now begin in 2025-26 and be completed in 2027-28.</p> <p>The delay in transition will allow providers time to adjust to new business systems and payment arrangements, meaning less disruption for clients currently receiving services.</p>
Work with community groups and sporting clubs to reduce reliance on funding or support received from the gambling industry, as per the Gambling Action Plan (2021-25).	<p>The draft Gambling Policy 2024-28 was presented at the Council Meeting in May, and the Council resolved to defer the item. Officers continue implementing the 2020-24 policy and engage with Clayton Bowls Club about its plans to transition away from gambling.</p>
Provide digital literacy programs with access to computers and iPads to enable people to better access services and connect socially online.	<p>The City of Kingston has provided regularly scheduled and drop-in sessions to support community members with digital literacy development across their lifespan. The library service also offered an online book club and supported outreach for digital inclusion among ageing adults, facilitating specific programs for this cohort.</p> <p>The library service provided the public with 73,682 hours of Wi-Fi and computer use. The library app was launched 146,000 times, providing access to all library collections and information. Additionally, the app has been reconfigured to offer remote access and push notifications to enable patrons to enquire about and register for programs, request items and submit queries from their own devices.</p>

STRATEGIC DIRECTION: **HEALTHY AND INCLUSIVE** (CONTINUED)

Annual Action Plan Actions	Progress Update
Translate and convert key printed materials to ensure non-digital community members have access to information.	<p>The City of Kingston continued translating and converting key printed material to ensure non-digital community members had access to information. Key projects to improve accessibility of materials this year included:</p> <ul style="list-style-type: none"> • translations and pictorial surveys as a channel to provide feedback on major consultations • translations of all printed consultation and major construction bulletins, referring readers to further information, are available in several languages • translating Liveability Survey information into seven key languages, supported by a delivered bulletin in Kingston's multicultural northern suburbs and translated social media advertisements • the Talking Kingston consultation included hardcopy submission forms, with translated information placed in community centres, libraries and other Council facilities across Kingston • all videos now include closed caption information • translating social media ads to target CALD communities when seeking input to design local playgrounds • increasing focus on in-person pop-up engagements to reach non-digital audiences.

* Major Initiative in the Annual Budget 2023-24

HEALTH, WELLBEING & ENVIRONMENTAL INITIATIVES**Public Health & Wellbeing Plan 2021-2025 Highlights**

- Council's Youth Services achieved Rainbow Tick Accreditation to show they are a safe, inclusive, and affirming service for the LGBTIQ+ community.
- The Centre for Multicultural Sport and Proud 2 Play provided Breaking Barriers inclusion training to eight sport, active recreation and foreshore clubs as part of the new Healthy Sports Clubs Kingston initiative.
- The Mental Health Coach delivered accredited Rainbow Youth Mental Health First Aid training to 18 community-based Council staff and our partners, providing better knowledge of the unique mental health support needs and experiences of young LGBTIQ+ people.

Climate and Ecological Emergency Response Plan 2030 Highlights

- Council developed and delivered Heat Health training for City of Kingston staff.



STRATEGIC INDICATORS

Council's performance against the strategic indicators in the Council Plan is presented below.

Strategic Indicator	Target	Result 2023-24	Comment
Si 31. Number of Kingston's plans and strategies which the Registered Aboriginal Party, the Bunurong Land Council, is consulted on	Trend indicator	4.00	The City of Kingston consulted with Traditional Owners, the Bunurong Land Council, on a total of 33 strategic plans and issues throughout 2023-24. This included Woolepe Bunurong language naming of new parks and the Chain of Parks, the Biodiversity Strategy, Mordialloc Creek Wetlands design, preservation of a scar tree in Mordialloc/co-caring for a sacred cultural landmark, flags at war memorial sites, cycling corridor project, and the Coastal Climate Change Hazard and Risk Assessment.
Si 32. Number of Council buildings displaying Aboriginal cultural acknowledgment	155.00	155.00	All Council buildings, where practical, have at least one Acknowledgement of Country decal displayed. Local schools have also been invited to display Kingston's Acknowledgement of Country decal, and more than 30 schools have taken up this opportunity.
Si 33. Percentage of female sporting teams registered at Kingston's sporting clubs	45.00%	44.14%	A total of 44.14 per cent of teams participating in sport at Council facilities during the 2023-24 seasonal allocations were female teams. Council continued developing programs and policies to encourage female participation in sport.
Si 34. Percentage of Kingston's sporting facilities that are female friendly	42.90%	48.39%	A total of 48.39 per cent of Kingston's sporting facilities are female friendly, a significant increase from the previous year. Local sports pavilions are being consistently upgraded, with three new pavilions completed in 2023-24.
Si 35. Number of new Citizenship requests met at Council-run ceremonies	Trend indicator	1,059.00	The City of Kingston welcomed a total of 1,059 candidates for citizenship during the 2023-24 financial year. All candidates provided by the Department of Home Affairs were invited to attend a citizenship ceremony.
Si 36. Active library borrowers in the municipality	18.08%	15.52%	The number of active borrowers continues to increase year on year. This reflects the work to engage the community, increased accessibility and deliberate programming to impact the community.
Si 37. Number of carers and children attending story times	20,400.00	22,777.00	A total of 22,777 people were engaged for the 2023-24 financial year through the story time program. Large attendances continued at story time sessions with the implementation of the baby time and toddler time programs.
Si 38. Percentage of library collection purchased within last 5 years	66.67%	62.24%	The library purchased fewer items compared to the previous financial years. This is due to a variety of factors. The price of items, including processing fees, has increased exponentially. Shelving space has also been modified or reduced to ensure that items being carried reflect the community's needs. The service removed an entire branch in January 2023, meaning that that collection has been absorbed across the remaining service over the past 12 months.

STRATEGIC DIRECTION: **HEALTHY AND INCLUSIVE** (CONTINUED)

Strategic Indicator	Target	Result 2023-24	Comment
Si 39. Number of hours provided by the home maintenance and modifications service	11,000.00	8,706.00	The City of Kingston provided 8,706 hours through our home maintenance and modifications service, which helps vulnerable people remain in their homes safely. Delivery of services continues to be affected by a shortage of staff across the sector.
Si 40. Percentage of Council buildings compliant with Disability (Access to Premises – Buildings) Standards 2010	31.00%	31.00%	Council met its target for Council buildings compliant with Disability Standards 2010, with both Cheltenham East Hall and GR-Bricker Reserve Pavilion achieving compliance in 2023-24.
Si 41. Hours of domestic, personal and social support care delivered to people who are older and/or have a disability	145,452.00	107,140.00	A total of 107,140 hours of domestic, personal and social support care was delivered through the Commonwealth Home Support Program for the year to date. This is below target due to sector-wide shortages of support workers and a lack of referrals for personal care, respite and individual social support. The majority of referrals were for domestic care because older people are moving straight onto a Home Care Package and bypassing the Commonwealth Home Support Program.
Si 42. Number of immunisations administered by Council	Trend indicator	9,006.00	The City of Kingston administered 9,006 immunisations over the 2023-24 financial year. A number of the national vaccines have been combined, resulting in fewer individual immunisations needed.
Si 43. Participation in Learn to Swim programs	Trend indicator	2,600.00	There was a 2,600 average total of yearly enrolments in the Learn to Swim program over four terms of swimming lessons. Enrolment numbers vary according to the season, with participation remaining steady year on year.
Si 44. Participation in the MCH service	82.00%	75.75%	The City of Kingston is committed to providing high quality MCH services. This result sees a decrease when compared to the 2022-23 financial year, which has been affected by a shortage of relieving MCH nurses. This result remains in the range set by Council.
Si 45. Participation in the MCH service by Aboriginal children	81.69%	86.89%	The City of Kingston continues to maintain its high level of engagement with our First Nation families with young children. This result remains in the range set by Council.
Si 46. Utilisation of aquatic facilities	3.23	4.02	The City of Kingston's Waves Leisure Centre had 657,843 visits by community members during 2023-24, which is four visits per head of municipal population. The use of our aquatic facilities continues to increase, with strong attendance across all programs, including Learn to Swim, group fitness classes and gym usage.
Si 47. Community satisfaction with Kingston's family support programs	80.00%	100.00%	Very high satisfaction of 100 per cent was achieved with the City of Kingston's family support programs. All programs, including Integrated Family Services and Community Family Support, have garnered positive feedback from clients and families. The brief intervention program within Community Family Support has demonstrated favourable outcomes as reported by clients, families and professional supports alike.



Strategic Indicator	Target	Result 2023-24	Comment
Si 48. Satisfaction with Kingston's youth services support & counselling	80.00%	100.00%	The City of Kingston continues to maintain a 100 per cent satisfaction rating with our Kingston Youth Services Support and Counselling program.
Si 49. Percentage of Kingston website pages that are Web Content Accessibility Guidelines (WCAG) 2.1 – AA standard accessible	80.00%	69.72%	Kingston website pages continue to meet Web Content Accessibility Guidelines (WCAG) 2.2 – AA standard accessibility. All content requirements for accessibility have been delivered on our website. Further upgrades require coding changes by website hosts, which has slowed progress.

OUR SERVICES

The services funded in the Annual Budget 2023-24 and the persons or sections of the community who receive those services.

Service area and description	Net Cost Actual \$'000	Budget \$'000	Variance \$'000
Children's services partnerships			
Support kindergartens and provide facilitated playgroups and planning for early years infrastructure. Provide kindergarten central registration.	(253)	(448)	(195)
Community centres			
Through the activation of Council's managed community centres, provide and support opportunities which enable local communities to strengthen connection and build relationships with others, gain information and skills, and connect to services.	(963)	(974)	(11)
Community grants			
Deliver grants to the community through the Community Grants program.	(1,858)	(1,618)	240
Community transport			
Provide transport for community members who are unable to access mainstream transport in order to support social engagement within the community.	(202)	223	425
Family and children's centres			
Provide high-quality long day care and kindergarten services. Facilitate supported playgroups.	(1,482)	(948)	534

STRATEGIC DIRECTION: **HEALTHY AND INCLUSIVE** (CONTINUED)

Service area and description	Net Cost Actual \$'000	Budget \$'000	Variance \$'000
Family day care			
Manage the Kingston Family Day Care service, which provides care for children in the homes of registered and professional early childhood educators.	(150)	(28)	122
Homelessness support			
Provide case management and outreach support to people experiencing homelessness or risk of homelessness within the City of Kingston and City of Bayside.	(7)	(14)	(7)
In-home support			
Support people who are 'frail aged' or who have a disability to participate fully in life by providing in-home and community services (e.g. personal and domestic care, shopping assistance, respite, social outings, home maintenance and meals). Provide 'packaged care' and case management to older people who need higher levels of in-home and community support. Facilitate volunteering opportunities in Kingston.	1,523	(3,199)	(4,722)
Leisure and aquatic centres			
Provide accessible leisure, health and fitness, and aquatic opportunities to the community. Deliver essential aquatic education programs for all ages and abilities, ensuring our community remains safe in and around water. Improve the health and wellbeing of the Kingston community by increasing opportunities for physical activity, social connections, education and family leisure time, in turn, reducing the burden on the health system.	(1,879)	(2,589)	(710)
Libraries and community centres			
Provide a wide range of library collections and services, including online and through the home library service. Provide library programs and activities for the whole community. Promote reading, literacy and lifelong learning. Strengthen community awareness of local history.	(6,354)	(5,117)	1,237
Maternal and child health and immunisation			
Deliver a universal and enhanced maternal and child health service. Provide an immunisation service.	(2,199)	(2,411)	(212)
Outside school hours programs			
Deliver before and after school programs and school holiday programs.	(236)	(50)	186
School crossing supervisors			
Provide school crossing supervisors.	(1,041)	(863)	178
Social development and planning			
Provide evidence and data to support decision making and develop policy and frameworks to guide activity that encourages wellbeing, equity and inclusion.	(3,896)	(3,805)	91



Service area and description	Net Cost Actual \$'000	Budget \$'000	Variance \$'000
Social support			
Strengthen the capacity of not-for-profit groups and organisations through community partnerships, programs and training with a focus on community leadership, community recognition, volunteering, neighbourhood houses, men's sheds and community groups and organisations.	(115)	538	652
Work alongside community members, empowering them to create stronger and more connected communities with a focus on reconciliation, diversity, access, equity and inclusion.			
Sports and recreation			
Encourage increased participation in sport, recreation, play and leisure activities to build community connections, encourage social inclusion and improve physical and mental health and wellbeing.	(1,027)	(920)	107
Lead the planning and development of improved sport, recreation and play opportunities through the preparation of strategic plans for recreation reserves, sports facilities and physical activities.			
Youth and family services			
Provide youth activities, youth work and counselling to young people. Provide support services to vulnerable families.	(1,331)	(1,357)	(26)
Total Healthy and Inclusive	(21,468)	(23,578)	(2,111)

STRATEGIC DIRECTION: **HEALTHY AND INCLUSIVE** (CONTINUED)**SERVICE PERFORMANCE INDICATORS**

The results of the service performance indicators and measures prescribed by the Victorian Government are shown below.

Service / indicator / measure [formula]	Results				Comment
	2021 Actual	2022 Actual	2023 Actual	2024 Actual	
Aquatic Facilities					
Service standard					
Health inspections of aquatic facilities [Number of authorised officer inspections of Council aquatic facilities / Number of Council aquatic facilities]	0.00	1.00	0.00	1.00	The City of Kingston ensures that our Waves Leisure Centre meets all relevant health and safety requirements. During opening hours at Waves, pool water is sampled every 3.5 to 4 hours in accordance with the Department of Health regulations, change rooms are checked hourly, and sauna and steam rooms cleaned regularly. Annual health inspections of Council aquatic facilities by an authorised officer have not been a statutory requirement under the <i>Public Health Act 2008</i> since 2019, and health and safety compliance are undertaken by staff at Waves. This result is within the range expected by Council.
Utilisation					
Utilisation of aquatic facilities [Number of visits to aquatic facilities / Municipal population]	1.73	2.60	3.76	4.02	The City of Kingston’s Waves Leisure Centre had 657,843 visits by community members during 2023–24, which is four visits per head of municipal population. The use of our aquatic facilities continues to increase, with strong attendance across all programs, including Learn to Swim, group fitness classes and gym usage.
Service cost					
Cost of aquatic facilities [Direct cost of aquatic facilities less income received / Number of visits to aquatic facilities]	\$6.57	\$4.02	\$1.37	\$1.12	The City of Kingston continues to focus on delivering services efficiently and have achieved a cost reduction for Waves Leisure Centre compared to the previous year. There was an increase in membership numbers to the Health Club and the Learn to Swim programs as well as an overall increase in visitation to the facility by the community. The higher income received from increased visits, along with lower running costs and increased visitation, has led to a reduction in the cost of aquatic facilities. This result is within the range expected by Council.



Service / indicator / measure [formula]	Results				Comment
	2021 Actual	2022 Actual	2023 Actual	2024 Actual	
Libraries					
Resource currency					
Recently purchased library collection [Number of library collection items purchased in the last 5 years / Number of library collection items] x 100	79.35%	63.03%	61.73%	62.24%	The City of Kingston remains dedicated to meeting the community needs and demand for library services. While Council continues to be committed to strong collection management, the percentage of collection items purchased in the last five years continues to decline due to the increased cost of items and processing. This result remains within the range set by Council.
Service cost					
Cost of library service per population [Direct cost of the library service / Population]	\$30.26	\$32.01	\$36.56	\$44.72	The City of Kingston places a strong emphasis on delivering services in a cost-effective manner. The cost of library service per population indicator has had a significant change in calculations this financial year, as advised by LGV. This indicator now includes capital works expenditure associated with the purchase of collection items which has not been included in previous years.
Utilisation					
Library loans per population [Number of collection loans / Population]	New in 2024	New in 2024	New in 2024	6.21	The City of Kingston continues to maintain a high-level collection, with our community able to access both print and digital material across eight branches. Library loans per population is 6.21 items per population for the financial year, with the total library loans across the digital and physical collection exceeding one million. This indicator is new for the 2023-24 financial year.
Participation					
Library membership [The number of registered library members / Population] x 100	New in 2024	New in 2024	New in 2024	25.40%	The City of Kingston library service continues to have significant reach within the Kingston community. Just over 25 per cent of the current municipal population have been active library users within the past three years. This indicator is new for the 2023-24 financial year.
Library visits per population [Number of library visits / Population]	New in 2024	New in 2024	New in 2024	2.36	The City of Kingston provides our community with access to eight library branches, plus additional access via an unstaffed model at two smaller branches. Council also continues to have significant community engagement in branch through the provision of resources and programs. This resulted in 2.36 library visits per population for 2023-34. This indicator is new for the 2023-24 financial year.

STRATEGIC DIRECTION: **HEALTHY AND INCLUSIVE** (CONTINUED)

Service / indicator / measure [formula]	Results				Comment
	2021 Actual	2022 Actual	2023 Actual	2024 Actual	
Maternal and Child Health (MCH)					
Service standard					
Infant enrolments in the MCH service [Number of infants enrolled in the MCH service (from birth notifications received) / Number of birth notifications received] x 100	100.00%	100.65%	100.71%	100.85%	The City of Kingston has continued to achieve more than 100 per cent infant enrolments in the Maternal and Child Health Service (MCH), highlighting highly effective engagement. This result remains in the range set by Council.
Service cost					
Cost of the MCH service [Cost of the MCH service / Hours worked by MCH nurses]	\$101.53	\$105.31	\$120.34	\$122.22	The City of Kingston places a strong emphasis on delivering services in a cost-efficient manner. The 2023-24 cost of service result highlights Council's continued commitment to delivering the MCH Service within the expected budget and requirements. This result remains in the range set by Council.
Participation					
Participation in the MCH service [Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x 100	74.31%	74.54%	79.60%	75.75%	The City of Kingston is committed to providing high quality MCH services. This result sees a decrease when compared to the 2022-23 financial year, which has been affected by a shortage of relieving MCH nurses. This result remains in the range set by Council.
Participation in the MCH service by Aboriginal children [Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x 100	84.85%	72.92%	83.48%	86.89%	The City of Kingston continues to maintain its high level of engagement with our First Nation families with young children. This result remains in the range set by Council.
Satisfaction					
Participation in 4-week Key Age and Stage visit [Number of 4-week key age and stage visits / Number of birth notifications received] x 100	95.43%	98.17%	96.82%	98.75%	The City of Kingston recorded an attendance rate of 98.75 per cent for infants at the 4-week Key Age and Stage Visits in the 2023-24 financial year. This result sees an increase when compared to the 2022-23 financial year. This result remains in the range set by Council.

For more information and to compare Kingston to other Victorian councils, visit [knowyourcouncil.vic.gov.au](https://www.knowyourcouncil.vic.gov.au).



RETIRED INDICATORS

Measures retired and removed as per amendments to the *Local Government (Planning and Reporting) Regulations 2020* (the regulations).

Service / indicator / measure [formula]	Results				Comment
	2021 Actual	2022 Actual	2023 Actual	2024 Actual	
Libraries					
Utilisation					
Physical library collection usage [Number of physical library collection item loans / Number of physical library collection items]	2.71	3.11	4.35	Retired in 2023	This measure was retired and removed as per amendments to the regulations. Replaced with Library loans per population.
Participation					
Active library borrows in the municipality [Number of active library borrowers in the last three years / The sum of the population for the last three years] x 100	14.27%	13.28%	13.75%	Retired in 2023	This measure was retired and removed as per amendments to the regulations. Replaced with Library membership.



STRATEGIC DIRECTION: SAFE

STRATEGIC OBJECTIVE:

Our community will feel safe, and be safe, in all aspects of their lives.

STRATEGIES FOR ACHIEVING THE OBJECTIVES:

- Design an environment and infrastructure that promotes better safety and accessibility
- Support safe travel through various modes of transport
- Improve feelings of safety across Kingston's diverse community
- Strive to provide an environment free from all forms of family violence
- Foster caring attitudes and a safe environment for native wildlife and domestic animals
- Provide a well maintained and clean environment for residents.

HIGHLIGHTED INITIATIVES

Council's progress in relation to the delivery of actions aligned to Our Roadmap: Council Plan 2021–25 is detailed below. These actions also cover the major budget initiatives, as outlined in the Annual Budget 2023–24.

Annual Action Plan Actions	Progress Update
Commence construction on key strategic projects in the Drainage Flood Mitigation Program, including Mulkarra Drive, Bonbeach pump station and drainage, and Sherwood Avenue.	Construction of the Mulkarra Drive/Thames, Bonbeach and Sherwood Avenue pump stations have been completed. These are key projects in Kingston's Drainage Flood Mitigation Program.
Commence the demolition of the former Don Tatnell building to support associated remediation and activation of the site.	Demolition of the former Don Tatnell building was completed in January 2024, and the site was returned to green, open space for the community to enjoy as part of the Walter Galt Reserve.
Work with key partners to coordinate initiatives to improve the perception of safety throughout the summer season.	<p>The City of Kingston and its partners, including Victoria Police, Lifesaving Victoria and Ambulance Victoria, collaborated following the summer safety planning workshop in October 2023. A successful communication campaign was implemented throughout the summer to coordinate and share key summer safety messaging with Kingston's community.</p> <p>A second summer safety workshop was held in March 2024 to reflect on what worked well over the summer and opportunities to improve the collaboration for summer 2024–25.</p>
Provide bike education facilitator training to Kingston school staff to support bike education programs throughout Kingston.	The provision of bike education facilitator training for Kingston school staff is an initiative that empowers teachers to conduct effective bike education sessions. Acknowledging the importance of adequate training and regular refresher courses, local schools and community organisations are actively endorsing the Bike Education Program. A total of 10 bike education programs were delivered during the year.
Implement Council's Road Rehabilitation and Surfacing Programs as part of Council's 2023–24 Capital Works Program.* (Actual: \$7.8M; Budget: \$7.8M)	Council's Road Rehabilitation and Surfacing Programs for the financial year were completed to schedule.



Annual Action Plan Actions	Progress Update
Promote the Park and Stride Program and Parking Around Our School Maps to address congestion and safety around schools.	The Park and Stride program was delivered to six local schools to promote physical activity, active and safe travel, and reduce traffic congestion near schools. The program encompasses detailed traffic audits, community involvement, and road safety education.
Promote and deliver inclusive and appropriate aquatic education and Learn to Swim programs across our diverse and multicultural community to reduce drownings and support health and wellbeing outcomes.	The City of Kingston has been proactive in promoting water safety to minimise drowning incidents, with more than 2,400 students participating in the Waves Leisure Centre's Learn to Swim program and aquatic education provided to 13 local schools over the year. Additionally, Waves Leisure Centre extended its water education services and 'Learn to Swim' programs to our diverse and multicultural community, facilitated by a partnership with the Derrimut Weelam Gathering Place in late 2023.
Support safety amongst seniors by continuing to facilitate the Interactive Safe Driver Program.	The Safe Driver program aids seniors in maintaining confidence on the road by offering current information on the latest road rules and support systems for continuous driver safety. A total of five programs were completed for the year.
Support safety amongst primary and secondary school students through the delivery of the road safety initiatives.	The City of Kingston conducted 45 road safety sessions across 11 local schools, effectively promoting safe and active travel among primary and secondary students. The community has given positive feedback and support during recent engagement sessions, which have been instrumental in strengthening the collaboration between schools, residents and Council to encourage behavioural changes around local schools, like reducing speed and congestion.
Deliver the 16 Days of Activism Against Family Violence community awareness campaign.	A full schedule of activities and community engagement was delivered during the 16 Days of Activism, held from 25 November to 10 December 2023. The highlight Roll for Respect event was held in partnership with Kingston City Rollers and attended by over 200 community members. Respect and equity messaging was shared with the community through 21 storytime sessions for young children and parents at Kingston libraries, book displays in libraries, colouring activities in libraries and childcare centres, and footpath stickers with key messages at 17 locations near Council buildings.
Explore free first-time animal registration to increase our pet registration database.	Free first-time animal registration was comprehensively explored in a broad review to understand the options for expanding Kingston's pet registration database. Due to legislative requirements, free first-time animal registration will not be implemented. However, additional activity to identify and follow up on unregistered animals in Kingston has commenced.
Deliver a range of initiatives that promote responsible pet ownership.	The City of Kingston held a Responsible Pet Ownership Roadshow to promote responsible pet ownership, providing current and prospective pet owners with valuable information and advice. In addition, the popular Kingston Pet Expo, held in April 2024, saw 4,000 attendees learning about pet services and products. Council continued publishing monthly educational articles in local Leader newspapers. Rangers also continued to regularly patrol the foreshore and reserves to encourage compliance with regulations.
Develop a consistent approach to assess the suitability of design options of designated leash and prohibited areas for dogs on Council land.	The Dog Off-leash area guideline, which outlines the design considerations for Dog Off-leash areas across the City of Kingston, was endorsed by Council in July 2023. The guideline provides a consistent approach for assessing the suitability of design options for designated leash and prohibited areas for dogs on Council land.



STRATEGIC DIRECTION: **SAFE** (CONTINUED)

Annual Action Plan Actions	Progress Update
Develop a matrix of contaminated sites, including their respective attributes and risk mitigation.	A matrix of contaminated sites, including their respective attributes and risk mitigation, has been completed and is being integrated into the City of Kingston's Geographic Information System (GIS). This action will continue to be monitored as part of business-as-usual activities until complete.
Review and implement recommendations of the VAGO Audit into the Food Act compliance.	Several actions were taken in response to the Victorian Auditor-General's Office (VAGO) audit recommendations on Food Act compliance, including finalising a review of current workforce levels and team structure. Through this work, Food Act-related procedures were identified, reviewed and updated to ensure the Environmental Health function of Council supports businesses to maintain a high level of safety in the community.

* Major Initiative in the Annual Budget 2023-24

HEALTH, WELLBEING & ENVIRONMENTAL INITIATIVES

Public Health & Wellbeing Plan 2021-2025 Highlights

- Over 700 people attended the Southland Community Safety Day in March to build connections between the Kingston community and emergency services, including Victoria Police, Ambulance Victoria, Fire Rescue Victoria, State Emergency Services, Lifesaving Victoria and Neighbourhood Watch.
- A summer safety campaign, in partnership with Victoria Police, Ambulance Victoria, Parks Victoria, and Life Saving Victoria, was delivered on how to safely enjoy the warmer months, including a focus on water safety, heat management and emergency management.

Climate and Ecological And Emergency Response 2030 Highlights

- Council worked with South East Water to establish agreements that progress delivery of recycled water to parts of the municipality, helping to future-proof our parks and sports reserves against future droughts.



STRATEGIC INDICATORS

Council's performance against the strategic indicators in the Council Plan is presented below.

Strategic Indicator	Target	Result 2023-24	Comment
Si 50. Number of female participants utilising Kingston-allocated sporting facilities	8,500.00	9,488.00	A total of 9,488 females participated in sport at Kingston-allocated facilities during the 2023-24 seasonal allocations. Council continues developing programs and policies to encourage female participation in sport.
Si 51. Time taken to action food complaints	2.00 Days	1.98 Days	The City of Kingston continued to prioritise food safety and public health, with a high level of responsiveness in 2023. Food-related complaints were investigated within two days, on average, and food-related risks managed appropriately. This result was slightly higher compared to the previous year and is within the range expected by Council.
Si 52. Community satisfaction with the condition of local streets and footpaths	66.00%	58.00%	Satisfaction with the condition of local streets and footpaths in the City of Kingston is consistent with the previous year's result, remaining in line with the metropolitan average and six points higher than the state average. This rating is sourced from the annual Local Government Community Satisfaction Survey, conducted by an independent research company.
Si 53. Number of graffiti removal requests	400.00	521.00	Council's contractor actioned 521 graffiti removal requests during the year. The number of graffiti removal requests has reduced as more graffiti removal is undertaken proactively by the City of Kingston.
Si 54. Percentage of graffiti removal requests allocated to Council's contractor within 48 hours	98.00%	98.00%	A total of 98 per cent of the graffiti removal requests allocated to Council's contractor were actioned within 48 hours, ensuring that Council facilities are maintained to a high standard.
Si 55. Family violence incidents reported to Victoria Police [number per 100,000 population]	Trend indicator	1,841.00	The most recent release of crime statistics for the year ending 31 March 2024 reports 1,841 family incidents per 100,000 for Kingston. This is less than 2023 at 1,888 and more than 2022 at 1,767. Police report that an increase in family incident rates is positive as it suggests more people are reporting and receiving support during Council's Prevention of Family Violence Working Group meetings. Results are obtained through the Crime Statistics Agency.
Si 56. Satisfaction with prevention of family violence programs run by Kingston	80.00%	89.00%	An overall 89 per cent level of satisfaction with our Prevention of Family Violence programs was achieved. This has been calculated by measuring agreement to an increase in knowledge, awareness, and confidence after program involvement, which shows high satisfaction with the prevention of family violence programs run in 2023-24.

STRATEGIC DIRECTION: **SAFE** (CONTINUED)

Strategic Indicator	Target	Result 2023-24	Comment
Si 57. Percentage of animals reclaimed	60.10%	57.19%	The City of Kingston strongly emphasises animal health and wellbeing through its Domestic Animal Management Plan 2021-2025. A total of 159 pets were reunited with their owners in 2023-24, assisted by Council's regular communication with the community and the increasing popularity of Council's Lost and Found Pets Facebook page. In 2023-24, the animal reclaim rate was slightly affected by an increase in the number of unidentified and ownerless animals that could not be reclaimed. This result is within the range expected by Council.
Si 58. Percentage of overflowing litter bins reported by the community that are emptied within 24 hours	100.00%	75.43%	Over 75 per cent of overflowing litter bins reported by the community were emptied within 24 hours. The result is under target as the contractor could not deliver this service within the required timeframes.
Si 59. Participation in Friends of Kingston groups	118.00	168.00	A total of 168 people participated in Friends of Kingston groups during the 2023-24 financial year.



OUR SERVICES

The services funded in the Annual Budget 2023–24 and the persons or sections of the community who received those services.

Service area and description	Net Cost Actual \$'000	Budget \$'000	Variance \$'000
Animal management and local laws			
Provide education and enforcement, investigation and resolution of issues related to the Community Local Law, including animal management. Identify and prevent fire risks and pollution.	(196)	(236)	(39)
Food safety regulation and health			
Monitor and educate about local public health standards and investigate infectious disease outbreaks. Deliver the food surveillance program to ensure safe food supply for the community and that Council and businesses meet their statutory obligations.	(597)	(401)	196
Local law education and enforcement			
Provide education and enforcement, investigation and resolution of issues related to the Community Local Law.	(588)	(480)	109
Municipal emergency management			
Coordinate Council-wide emergency management planning, including building community resilience, emergency risk assessment and mitigation, emergency response and recovery, and liaising with emergency services.	(225)	(703)	(478)
Parking enforcement			
Monitor and patrol Kingston to ensure compliance with road rules. Enforce parking compliance within timed parking areas to promote parking availability.	1,261	1,553	292
Prosecute unpaid fines in the Magistrates Court and Infringement Court.			
Road safety			
Provide road safety education to the local community from preschool age to older adults. Encourage active transport, especially for children and young people.	6	(25)	(31)
Street lighting maintenance			
Ensure that street lighting is operational and effective throughout the municipality.	(1,187)	(1,161)	26
Total Safety	(1,526)	(1,452)	74

STRATEGIC DIRECTION: **SAFE** (CONTINUED)**SERVICE PERFORMANCE INDICATORS**

The results of the service performance indicators and measures prescribed by the Victorian Government are shown below.

Service / indicator / measure [formula]	Results				Comment
	2021 Actual	2022 Actual	2023 Actual	2024 Actual	
Animal Management					
Timeliness					
Time taken to action animal management requests [Number of days between receipt and first response action for all animal management requests / Number of animal management requests]	2.48 days	4.96 days	3.19 days	3.05 days	The City of Kingston promotes responsible pet ownership and prioritises community safety, ensuring that animal-related requests were addressed within an average of three days which is in line with the previous year. This result is within the range expected by Council.
Service standard					
Animals reclaimed [Number of animals reclaimed / Number of animals collected] x 100	68.85%	53.40%	57.58%	57.19%	The City of Kingston strongly emphasises animal health and wellbeing through its Domestic Animal Management Plan 2021-2025. A total of 159 pets were reunited with their owners in 2023-24, assisted by Council's regular communication with the community and the increasing popularity of Council's Lost and Found Pets Facebook page. In 2023-24, the animal reclaim rate was slightly affected by an increase in the number of unidentified and ownerless animals that could not be reclaimed. This result is within the range expected by Council.
Animals rehomed [Number of animals rehomed / Number of animals collected] x 100	10.16%	13.85%	20.20%	35.29%	The City of Kingston recognises that responsible pet ownership enhances the wellbeing of both residents and their pets. Council's pound service provider is committed to securing a rehoming pathway for all unidentified and ownerless animals, in accordance with the code of practice for shelters and pounds. The rehoming rate has increased significantly as the measure now reports on animals rehomed as a proportion of unclaimed animals, whereas it was historically measuring animals rehomed as a proportion of all collected animals. This result is within the range expected by Council.



Service / indicator / measure [formula]	Results				Comment
	2021 Actual	2022 Actual	2023 Actual	2024 Actual	
Service cost					
Cost of animal management service per population [Direct cost of the animal management service / Population]	\$4.84	\$6.50	\$9.36	\$9.36	The City of Kingston provides a responsive animal management service for the Kingston community. The cost of the animal management service per head of population has remained the same as the previous year, with a small annual increase in costs being balanced by an equivalent increase in population. This result is within the range expected by Council.
Health and safety					
Animal management prosecutions [Number of successful animal management prosecutions / Number of animal management prosecutions] x 100	100.00%	100.00%	100.00%	79.17%	The City of Kingston investigates all issues under the <i>Domestic Animals Act 1994</i> , and initiates legal proceedings for animal-related offences, including dog attacks, to safeguard and protect the community and to enhance compliance. Where appropriate, Council plays a proactive role to directly resolve animal-related complaints or incidents with the involved parties. In 2023–24, the number of prosecutions more than doubled, with the majority of animal management prosecutions being successful. Four of the matters listed to be heard were withdrawn in court due to compliance with existing court orders or through alternate dispute resolution. These are treated as ‘unsuccessful prosecutions’ even though compliance has been achieved without prosecution. This result is within the range expected by Council.

STRATEGIC DIRECTION: **SAFE** (CONTINUED)

Service / indicator / measure [formula]	Results				Comment
	2021 Actual	2022 Actual	2023 Actual	2024 Actual	
Food Safety					
Timeliness					
Time taken to action food complaints [Number of days between receipt and first response action for all food complaints / Number of food complaints]	1.69 days	1.87 days	1.82 days	1.99 days	The City of Kingston continued to prioritise food safety and public health, with a high level of responsiveness in 2023. Food-related complaints were investigated within two days, on average, and food-related risks managed appropriately. This result was slightly higher compared to the previous year and is within the range expected by Council.
Service standard					
Food safety assessments [Number of registered class 1 food premises and class 2 food premises that receive an annual food safety assessment in accordance with the <i>Food Act 1984</i> / Number of registered class 1 food premises and class 2 food premises that require an annual food safety assessment in accordance with the <i>Food Act 1984</i>] x 100	95.14%	85.73%	87.97%	99.64%	The City of Kingston works with local food outlets to provide assessments, education, and guidance to ensure food is prepared and sold safely. During the year the percentage of registered food premises which received an annual food safety assessment increased significantly compared to the previous year. 1,102 food safety assessments were undertaken, with four business not inspected as they were closed at times of visit. 115 more business were inspected than the previous year. The result is within the range expected by Council.
Food safety samples [Number of food samples obtained / Required number of food samples] x 100	New in 2024	New in 2024	New in 2024	101.66%	The City of Kingston has a statutory obligation to obtain 301 food samples per calendar year. This target was slightly exceeded, with 306 samples submitted for analysis to ensure a suitable number of samples were taken at each food business visited as part of the Council's annual food sampling program. This is a new indicator for the 2023–24 reporting year. The result exceeds the range expected by Council.
Service cost					
Cost of food safety service [Direct cost of the food safety service / Number of food premises registered or notified in accordance with the <i>Food Act 1984</i>]	\$262.51	\$322.35	\$372.30	\$430.24	The City of Kingston seeks to deliver an effective and cost-efficient food safety service for the community. Council has adopted the findings of the recent VAGO audit of Food Act Compliance and invested in additional resources. This has led to an increased in the cost of the food safety service per registered premises compared to the previous year. In 2023–24, there were a total of 1,963 food premises registrations with Council and 1,154 notifications for temporary or mobile premises. The result is within the range expected by Council.



Service / indicator / measure [formula]	Results				Comment
	2021 Actual	2022 Actual	2023 Actual	2024 Actual	
Health and safety					
Critical and major non-compliance outcome notifications [Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises] x 100	100.00%	94.22%	96.76%	100.00%	The City of Kingston prioritises food safety and ensured that any high-risk issues identified during an assessment were attended to immediately, and action taken to remove or reduce the risk. There was a total of 251 critical and major non-compliance outcome notifications about food premises, all of which were followed up. The result has improved compared to the previous year and is within the range expected by Council.
Roads					
Satisfaction of use					
Sealed local road requests [Number of sealed local road requests / Kilometres of sealed local roads] x 100	34.84	51.03	74.72	51.26	The City of Kingston gives priority to road safety and addresses requests for sealed local roads in accordance with our Road Management Plan. Sealed local road requests include potholes, damage, and trip points. In 2023–24, there was a notable decrease in road repair requests compared to the previous year, attributed to improved resourcing that enabled proactive addressing of a larger number of defects. This result is within the range expected by Council.
Condition					
Sealed local roads maintained to condition standards [Number of kilometres of sealed local roads below the renewal intervention level set by Council / Kilometres of sealed local roads] x 100	98.64%	98.72%	98.81%	98.97%	The City of Kingston continues to invest in the local road network to ensure it does not deteriorate. Maintenance works undertaken in 2023–24 ensured that our road network is in good condition and above renewal intervention levels. This result is within the range expected by Council.

STRATEGIC DIRECTION: **SAFE** (CONTINUED)

Service / indicator / measure [formula]	Results				Comment
	2021 Actual	2022 Actual	2023 Actual	2024 Actual	
Service cost					
Cost of sealed local road reconstruction [Direct cost of sealed local road reconstruction / Square metres of sealed local roads reconstructed]	\$150.45	\$57.92	\$107.91	\$119.98	The City of Kingston focuses on delivering services cost-effectively. Road reconstruction projects are awarded through a competitive tender process to obtain the best market value. Road construction costs have continued to increase throughout Victoria over the past year and that has been reflected in the cost of construction for the six projects that were completed during the year. This result is within the range expected by Council.
Cost of sealed local road resealing [Direct cost of sealed local road resealing / Square metres of sealed local roads resealed]	\$25.69	\$25.64	\$32.37	\$36.30	The City of Kingston undertakes the local road resealing program to increase the durability and safety of road surfaces for users. Resealing projects are awarded through a competitive tender process to obtain the best market value. The slight rise in cost per square metre relative to 2022-23 reflects the general increase in costs throughout Victoria. This result is within the range expected by Council.
Satisfaction					
Satisfaction with sealed local roads [Community satisfaction rating out of 100 with how council has performed on the condition of sealed local roads]	67.00	65.00	61.00	61.00	Satisfaction with sealed local roads in the City of Kingston remains consistent with the previous year's result and aligns with the metropolitan average. The municipality's major roads, such as the Nepean Highway, Centre Dandenong Road and South Road, are managed and maintained by the Victorian Government rather than the City of Kingston. This data is collected annually in a Community Satisfaction Survey by an independent research company on behalf of the Victorian Government.

For more information and to compare Kingston to other Victorian councils, visit knowyourcouncil.vic.gov.au.



STRATEGIC DIRECTION: WELL-GOVERNED

STRATEGIC OBJECTIVE:

Council will be collaborative, accountable, transparent, responsive, well-informed and efficient.

STRATEGIES FOR ACHIEVING THE OBJECTIVES:

- Hold ourselves to the highest standard of governance and integrity
- Focus all of our decision-making on the Kingston community
- Look after the community's financial resources responsibly and efficiently
- Openly report our progress and performance
- Actively seek broad community participation
- Deliver exceptional customer experiences.

HIGHLIGHTED INITIATIVES

Council's progress in relation to the delivery of actions aligned to Our Roadmap: Council Plan 2021-25 is detailed below. These actions also cover the major budget initiatives, as outlined in the Annual Budget 2023-24.

Annual Action Plan Actions	Progress Update
Implement the Kingston Service Planning and Review Framework to plan for adaptable, capable and sustainable Council services now and into the future.* (Funded from existing resources)	The City of Kingston continues to implement its Service Planning and Review Framework to plan for adaptable, capable and sustainable Council services now and into the future. The Annual Organisational Planning Process for the 2024-25 financial year saw the completion of over 80 Service Profiles as part of a planned and robust approach to analysing services for efficiency, effectiveness and customer-centricity.
Implement the Community Grants Review to increase access and equity for the community.	The Kingston Grants Program was launched on 1 January 2024, with Community Small Grants and Individual Development Grants opening (and remaining open). Community Bi-Annual Grants, Operational and Partnership Grants and Community Festival and Events Grants opened on 29 January and closed in March. At the Council Meeting in June, Council considered the funding recommendation from the Kingston Grants Program Assessment Panel and determined final funding recommendations.
Support the safety and security of Council data through the development of a Data Governance Framework.	<p>The development of a Data Governance Framework to support the safety and security of the City of Kingston's data included the appointment of a consultant to develop an Information Asset Register.</p> <p>The outcome of the Information Asset Register will provide an understanding of the information custodians across Council and will guide the development of Records Management Strategy upon completion. Additionally, a new Information Management Policy has been written and will be presented at the next Information Management Steering Committee (IMSC) meeting before final adoption by Council.</p>

STRATEGIC DIRECTION: **WELL-GOVERNED** (CONTINUED)

Annual Action Plan Actions	Progress Update
Deliver the Annual Organisational Planning Cycle for 2024–25, including the preliminary preparation for a new Council Plan 2025–29.	<p>Delivery of the Annual Organisational Planning Cycle 2024–25 is complete, with the collaborative development of the Council Plan Year Four Annual Action Plan 2024–25, Annual Budget (incorporating Capital Works Program) 2024–25, 10-Year Financial Plan and Revenue and Rating Plan (all adopted 27 May 2024). The Councillor Planning Workshop 2024 was successfully held on 24 February 2024, with key insights from Councillors assisting in developing the Council Plan Year Four Annual Action Plan 2024–25.</p> <p>Preliminary preparation has also commenced for developing Council's new integrated Council Plan and Municipal Public Health and Wellbeing Plan 2025–29. This includes commencement of the deliberative engagement work, with two sessions held with Council's Community Engagement Group Panel.</p>
Implement Council's Workforce Plan to attract, recruit and retain highly skilled people to meet current and future priorities.	<p>The 2023–24 actions in Council's Workforce Plan are complete. These actions include:</p> <ul style="list-style-type: none"> • reviewing workforce data integrity • reviewing the strategic risk register in relation to recruitment and retention of staff • completing a Culture Pulse Survey to continue to measure our progress against a positive workplace culture • completing Flexible Working Policy and associated practices • negotiating a new four-year Enterprise Agreement for employees • redeveloping our values under a new internal brand • delivering workplace mental health training • refinements and improvements to the Organisation Induction Program • achieving a Rainbow Tick Accreditation for Youth Services and Customer & Corporate Support.
Enhance Council's Cyber Security Management Framework to prevent information security breaches.	<p>To enhance Council's Cyber Security Management Framework to prevent information security breaches, an internal Cyber Security Audit was held in September 2023. It identified several cyber security improvement opportunities, enabling us to improve its alignment to the Australian Cyber Security Centre's Essential 8 framework. An external audit occurred as part of Council's Protective Data Security Plan submission to the Office of the Victoria Commissioner, which identified further opportunities to improve the cyber security process and documentation.</p> <p>Additionally, Council completed the transition to a new security monitoring platform with its managed security operations centre partner, Tesseract, to improve visibility and response time to cyber security events.</p>
Continue to implement Council's Good Governance Framework to improve transparency and accountability.	Implementation of the Good Governance Framework continued in 2023–24. This included an uplift in Enterprise Risk Management, a revised policy framework and maturing ongoing governance and integrity obligations. Reporting to the Audit and Risk Committee has been refined to include trends and issues, as well as high-risk matters.
Prepare for changes in the <i>Building Act</i> , whereby Council will undertake new obligations in relation to inspections and building legislation.* (Funded from existing resources)	The proposed legislative changes to the <i>Building Act</i> have been put on hold by the Victorian Building Authority, with the final timeframe and changes unknown at this stage. Implementation of any required changes will occur once they are formalised through amendments to the <i>Building Act</i> .



Annual Action Plan Actions	Progress Update
<p>Redevelop the Kingston Active website to provide clear and accessible information to our community.*</p> <p>(Funded from existing resources)</p>	<p>The overarching Website Redevelopment Project has been rescoped, resulting in a change to the schedule, with both the Kingston Active website and the Kingston Arts website development postponed until 2024-25.</p> <p>In their place, the Website Redevelopment Project has focused on the Councillor Intranet, Kingston Youth Services website, and My Community Life website integration.</p> <ul style="list-style-type: none">• Councillor Intranet: the design stage is almost complete, with implementation underway. On track for October 2024 launch.• Kingston Youth Services website: the project is in final stages and progressing well. On track for October 2024 launch.• My Community Life website integration: the site is complete, with launch imminent.
<p>Develop a Communications Strategy to better inform and communicate with our community.</p>	<p>Council developed and improved its Communications Strategy, which is now being embedded across the organisation to better inform and communicate with our community.</p>
<p>Develop and implement Advocacy Campaign Plans to prioritise Council's advocacy agenda items.</p>	<p>The City of Kingston has undertaken several actions to develop our advocacy campaign approach and progress individual campaigns. Key activities included:</p> <ul style="list-style-type: none">• recruiting and onboarding a new Advocacy Lead• introducing regular updates for all State and Federal members of parliament (MP) covering Kingston, providing information on major projects in their respective electorates• offering a 'concierge' service to MPs to provide a first point of contact for issues or questions where the relevant officer or department is unknown. Six MPs have already taken up the service• engaging multiple MPs with social media opportunities and leveraging funding announcements to promote our joint successes in attracting state and federal funding• providing briefings and support to the Mayor on urgent issues or events, including the Victorian Government's announcement on housing density• conducting a range of meetings with Ministers and MPs, including Victorian Transport Minister Danny Pearson (Mordialloc LXP), Issacs MP Mark Dreyfus (Moorabbin Airport, Mordialloc LXP, road funding), and Hotham MP Claire O'Neil (Affordable Housing).
<p>Continue to support and engage the community and key stakeholders, including the Community Reference Group, in the development of the new aquatic facility.</p>	<p>Community feedback from design workshops with the Community Reference Group, local primary and secondary school students, targeted community groups and organisations, and the broader community has been incorporated into the detailed design for the new aquatic facility. In addition, public consultation was held for the facility's naming.</p>

STRATEGIC DIRECTION: **WELL-GOVERNED** (CONTINUED)

Annual Action Plan Actions	Progress Update
Continue to explore opportunities for the procurement of goods, services and works that provide community benefit through the engagement of Aboriginal and Torres Strait Islander businesses, social benefit providers and/or other social enterprises.	<p>The City of Kingston continues to explore opportunities for procuring goods, services and works that provide community benefits by engaging Aboriginal and Torres Strait Islander businesses.</p> <p>Council has entered a strategic partnership with the Kinaway Chamber of Commerce. Kinaway is the leading Victorian organisation dedicated to supporting Victorian Aboriginal and Torres Strait Islander business owners. The partnership will facilitate connection between Council and Indigenous-led businesses, providing a culturally safe space for networking, collaboration and mutual partnership.</p> <p>This partnership further enhances our social procurement practices and will provide access to the Kinaway Business Directory, enabling us to direct access to some 300 accredited Aboriginal and Torres Strait Islander businesses.</p>
Facilitate, generate and implement the Annual Budget in accordance with legislative requirements, ensuring financial responsibility and efficiency.	The Annual Budget 2024–25, the Long-Term Financial Plan 2024–34 and Revenue and Rating Plan 2024–28 were adopted by Council in May 2024. This followed extensive consultation, consisting of a public exhibition and an online information session. During the consultation period, 44 submissions were received, with the majority supporting the Draft Budget 2024–25.
Continue to explore collaboration opportunities with other Councils, in the procurement of goods, services or works, as required under the <i>Local Government Act 2020</i> .	<p>The City of Kingston continues to operate in accordance with the <i>Local Government Act 2020</i> in relation to collaboration requirements for contracts approved by Council (above CEO financial delegation threshold) by demonstrating consideration of collaboration opportunities within each Tender Evaluation Report for this level of spend.</p> <p>Council remains connected with its Regional Procurement Excellence Network (RPEN), sharing opportunities for ongoing collaboration. It continues to utilise Procurement Australia and Municipal Association of Victoria external panel arrangements, i.e. recent investigations into hardware panels and office stationery panels to potentially generate savings and efficiencies. Council identified and investigated having access to the provision of loan services through Victorian Government (Treasury Corporation of Victoria) acting to serve collaboration requirements as described in the Act.</p>
Investigate opportunities to further maximise use of Council facilities.	The City of Kingston has implemented transparent processes and a clear decision-making framework for prioritising the use of community facilities or spaces to enable greater use of Council facilities. An Expression of Interest for services to operate from council-run community facilities has been developed and will be advertised to all service providers and community groups in 2024.
Conduct a review of the Leasing and Licensing Policy and associated documentation to ensure that Council facilities continue to support the needs of the community and utilisation is maximised.	The draft Leasing and Licensing Policy 2024 was endorsed by Council for public consultation in February 2024 to ensure that the City of Kingston's facilities continue to support the community's needs. A period of public consultation with clubs has commenced, with the Policy to be shared on Council's Your Kingston Your Say website in August.



Annual Action Plan Actions	Progress Update
Communicate the results of Council's performance via the Annual Community Satisfaction Survey, Local Government Performance Reporting Framework, Kingston Annual Report and Quarterly Council Plan Performance Reports to ensure accountability, transparency and service improvement.	The City of Kingston communicated the results of Council's performance in the Kingston Annual Report 2022-23, including the full suite of Local Government Performance Reporting Framework 2022-23 indicators, presented to Council in October 2023. The Annual Report 2022-23 and the Annual Community Satisfaction Survey 2023 were both published on Kingston's website, and the quarterly Kingston Performance Report was redesigned to be more community-friendly. Council's Local Government Performance Reporting Framework half-year results were presented to the Audit and Risk Committee in March 2023.
Implement a Project Portfolio Management System to effectively report on the progress of Capital Works delivery.	The Project Portfolio Management System to effectively report on the progress of Capital Works delivery has been developed and implemented, with the rollout proceeding according to schedule.
Continue to develop Council's purchasing system to improve financial reporting.	The City of Kingston is committed to investing in upgrading its purchasing, procurement, and reporting systems. Council has committed to acquiring and implementing the TechOne Contractor Management System. This system will provide centralised management and control of Council contracts, enabling enhanced reporting on purchases and financial performance.
Develop a community engagement program, which invites our AccessCare consumers to provide feedback on our service delivery and development.	Development of the formal AccessCare community engagement program progressed with AccessCare consumers providing feedback on service delivery through Kingston's Representative Community Panel. Council also sought consumer feedback on the AccessCare brochure and website following rebranding.
Deliver the Council Community Panel engagement program to improve opportunities for deliberative consultation and ensure a wide range of views are considered in key Council decisions. The program will include a pool of 200 members, a representative 45-member panel and will be available for other key projects to draw on members as needed.* (Funded from existing resources)	<p>The Council Community Panel engagement program continued to improve opportunities for deliberative consultation and ensure that a wide range of views are considered in Council decisions. Engagement with the Panel this year included:</p> <ul style="list-style-type: none"> • recommending a range of principles for consideration as part of the Playground Strategy • developing recommendations for inclusion in the Carbon Offset Policy • inviting Aspendale and Mordialloc panel members to participate in the urban design framework workshop for the Level Crossing Removal Project • receiving feedback from the men on the Panel regarding Men's Health Week ideas • working on the Arts, Events and Libraries Strategy • providing input into service delivery at the northern suburbs' community hubs • providing suggestions for the upcoming This is Kingston tourism campaign to assist in identifying hidden gems in their neighbourhoods for promotion.

STRATEGIC DIRECTION: **WELL-GOVERNED** (CONTINUED)

Annual Action Plan Actions	Progress Update
Review and commence implementation of a revised Kingston Complaint Policy to capture resident feedback and enhance the quality of our services.	The Kingston Complaints Policy review was completed to ensure policy alignment to best practice guidance developed by the Victorian Ombudsman. The review included benchmarking with other councils, staff consultation and community consultation. The revised policy, now known as the Complaint Resolution Policy, was adopted by Council in June 2024. This policy enhances the quality of our services, enabling us to obtain influential data to provide continuous improvements across the organisation for an improved customer experience.
Develop a revised Kingston Customer Service Charter that demonstrates commitment to the standards of service we aim to deliver for the Kingston Community.	The Kingston Customer Service Commitments have been reviewed and drafted to align with our overarching Customer Experience approach of delivering effective, efficient and empathetic services. An updated Customer Commitment has been drafted in preparation for consultation and will underpin actions within the Customer Experience Strategy, which will be presented to Council for adoption in 2024-25.
Continue to enhance the quality of Council's Customer Service Channels to improve customer experience.	<p>The City of Kingston continues to enhance the quality of Council's Customer Channels to improve the customer experience. These channels include customer service counters, phones, Snap Send Solve, social media, chatbot and live chat.</p> <p>The Customer Channels Team is continuing its cross-channel training objectives and evaluation metric to ensure effective, efficient, and customer-centric service delivery. Reporting has also been enhanced across multiple metrics, which have seen significant improvement in key performance indicators across all channels.</p>
Implement actions from the Kingston Customer Experience Strategy to deliver effective and efficient customer outcomes.	The Kingston Customer Experience Strategy continues to be implemented, resulting in the delivery of effective, efficient and customer-centric outcomes. A review of the current strategy has been completed, highlighting that all actions fit for purpose at the point of strategy endorsement have been implemented. The drafting of the new Customer Experience Strategy has commenced, which will be presented for Council adoption in 2024-25.
Commence the preliminary planning and scoping for the upgrade of Council's customer relationship management system.	The preliminary planning and scoping for upgrading the City of Kingston's Customer Relationship Management system, Pathway, to the new web version has commenced. A project manager has been appointed and workshops were held to determine the technical requirements.
Improve the processes associated with planning permit post-approval requirements to ensure a more efficient process for our customers.	To ensure a more efficient planning permit post-approval process for customers, the City of Kingston has re-aligned the reporting lines for the development engineering team to provide an improved level of support and training and a better experience for our customers.

* Major Initiative in the Annual Budget 2023-24



HEALTH, WELLBEING & ENVIRONMENTAL INITIATIVES

Public Health & Wellbeing Plan 2021-25 Highlights

- Metropolis Research conducted the Kingston Health and Wellbeing Survey 2024, providing important data on our community's current and emerging health and wellbeing needs to inform the development of the Council's key strategic plans.
- The Liveability Survey 2024 gathered feedback on what matters most to our community, with almost 2,500 people rating what was important to them in their neighbourhood, including 3,664 ideas for change.

Climate and Ecological Emergency Response Plan 2030 Highlights

- Annual departmental service plans now require identifying and implementing actions to reduce emissions across the organisation.
- A total of 24 Council facilities have had energy efficiency upgrades, with 13 of Council's small buildings transitioned from gas to fully electric.
- Council's Environment and Open Space Strategic Advisory Committee continues to provide a forum for engaging community representatives on a broad range of environmental issues, including regular updates and feedback on the implementation of the CEERP.

STRATEGIC INDICATORS

Council's performance against the strategic indicators in the Council Plan is presented below.

Strategic Indicator	Target	Result 2023-24	Comment
Si 60. Percentage of Freedom of Information requests completed on time	80.00%	89.33%	Of the 75 completed requests made under Freedom of Information (FOI) for the 2023-24 financial year, 67 (89.33 per cent) were completed on time and eight were completed late due to the complex or sensitive nature of the request and/or difficulty in obtaining all relevant documents.
Si 61. Percentage of Council decisions made at meetings closed to the public	5.50%	4.55%	The City of Kingston made 231 of its 242 resolutions at Council or delegated committee meetings open to the public in 2023-24. A very small proportion of Council's resolutions involving legal privilege, property, or personal information were discussed at meetings closed to the public, consistent with the confidential provisions of the <i>Local Government Act 2020</i> . Council endeavours to make confidential resolutions or parts of resolutions public later where possible. This result remains within the range set by Council.
Si 62. Community satisfaction with Council decisions made in the interest of the community	60.00	59.00	The City of Kingston continues to work hard to make decisions in the best interest of our community. Council has improved by four index points from last year, which is two index points higher than the Metropolitan average and nine index points higher than the state average. This rating is sourced from the annual Community Satisfaction Survey conducted by an independent research company on behalf of the Victorian Government. This result remains within the range set by Council.

STRATEGIC DIRECTION: **WELL-GOVERNED** (CONTINUED)

Strategic Indicator	Target	Result 2023-24	Comment
Si 63. Percentage of Council Plan Annual Action Plan actions on track	90.00%	95.00%	Of the 118 Annual Action Plan 2023-24 actions, 112 have been completed, four are still in progress, and two have not yet commenced. The Annual Action Plan comprises the key actions that deliver the Strategic Directions of the Council Plan 2021-25.
Si 64. Number of consultation projects offered for community input	20.00	25.00	A total of 252 consultation projects were offered for community consultation and input during 2023-24. Community consultation was sought on a range of projects, including community infrastructure, the Biodiversity Strategy, naming of our new Aquatic Centre, the Chelsea Structure Plan, electric vehicles and litter bins on the beach, Men's Health Week ideas, shopping centre audits, and engineering design and construction.
Si 65. Satisfaction with community consultation and engagement	59.00	58.00	The City of Kingston continues to work hard to improve community consultation and engagement, including Your Kingston Your Say and engagement with our Community Representative Panel. Kingston has improved by two points from last year, two points higher than the Metropolitan average and seven points higher than the state average. This rating is sourced from the annual Community Satisfaction Survey conducted by an independent research company on behalf of the Victorian Government. This result remains within the range set by Council.
Si 66. Percentage of Customer Care telephone calls resolved at the first point of contact	80.00%	79.50%	A total of 79.50 per cent of calls were resolved at the first point of contact, and this remains the priority of the Customer Channels team. Significant enhancements have been made to Council's Customer Portal, which contains service information for residents contacting the City of Kingston. These enhancements ensure timely information is provided to residents and improves first-call resolution opportunities. More complex requests that cannot be resolved at the first point of contact are transferred to relevant departments or return call requests are raised if a department is unable to be contacted.
Si 67. Percentage of Councillor requests and complaints resolved within 14 days	55.00%	67.00%	Of the 731 total Councillor requests, Councillor complaints and community complaints received between April - June 2024, 67 per cent were resolved within 14 days (10 business days). The demand for these services reflects the final months of the Councillor term and increased capture and awareness of community complaints.



OUR SERVICES

The services funded in the Annual Budget 2023–24 and the persons or sections of the community who receive those services.

Service area and description	Net Cost Actual \$'000	Budget \$'000	Variance \$'000
Communications and engagement			
Facilitate communication between the City of Kingston and the community. Facilitate opportunities for the community to inform decision-making.	(1,900)	(1,915)	(15)
Council governance and administration			
Oversee the development and delivery of all Corporate Planning functions, including the Council Plan, corporate performance reporting and strategic and service planning.	(5,583)	(8,459)	(2,875)
Advocate for improved customer outcomes through resolution of customer complaints and Councillor requests. Facilitate continuous improvement initiatives for improved customer experience. Coordinate the audit program.			
Administer Council meetings, elections and maintain statutory records. Manage Council's compliance, integrity and transparency functions – e.g. Freedom of Information requests, information privacy functions and coordinate Protected Disclosures.			
Facilitate consultation through Council's Strategic Advisory Committees. Administer the Quick Response Grants program. Manage Council's corporate information, including electronic and physical business records.			
Customer Service			
Deliver exceptional customer service in line with Council's customer commitment. Provide multiple customer contact and service options. Foster a customer-responsive culture across Council. Improve visibility and responsiveness to customer complaints.	(2,487)	(3,149)	(662)
Digital design and events			
Deliver local festivals and events to promote community involvement and engagement. Facilitate and support community-run events in Kingston.	(3,215)	(3,030)	184
Hold citizenship ceremonies. Administer the Kingston Charitable Fund. Manage Council's digital platforms.			
Executive services			
Provide responsible stewardship of the community's resources. Foster a corporate culture that promotes service excellence, good governance and accountability within a fair, safe and healthy work environment.	(2,792)	(2,997)	(205)
Financial management			
Provide budget, performance and statutory reporting services and accounts payable, accounts receivable and payroll services. Maximise return on investments within policy guidelines. Provide financial analysis and advice to support decision making.	(1,376)	(1,315)	61

STRATEGIC DIRECTION: **WELL-GOVERNED** (CONTINUED)

Service area and description	Net Cost Actual \$'000	Budget \$'000	Variance \$'000
Health, safety and wellbeing			
Manage organisational risk, including occupational health and safety, WorkCover, risk management and business continuity. Support return to work and injury management and rehabilitation for employees.	(976)	(126)	850
Support return to work and injury management and rehabilitation for employees.			
Human resources management			
Coordinate recruitment, industrial relations, remuneration, award/agreement interpretation, corporate training and Council's employee development management system.	(2,989)	(2,742)	247
Support the organisation in change management, leadership development, diversity and inclusion, and organisational development.			
Manage Council's property portfolio			
Provide advice to Council's service departments on occupancy arrangements (leases and licences). Oversee contaminated and landfill lands, ensuring pollution abatement notices and other compliance requirements are complied with.	2,397	2,731	334
Develop Council's Property Strategy and provide strategic property guidance. Manage Council's property portfolio, including acquisition and disposal and leasehold properties. Provide support services, including lessors' consent for works, filming permits and mobile food vendor permits.			
Manage a property portfolio with a rental income of over \$3.1 million.			
Procurement, fleet, insurance and contracts			
Provide support to ensure excellence and compliance in Council's procurement and contracting processes. Manage insurance and claims for Council's activities.	(3,494)	(3,517)	(23)
Manage Council's vehicle fleet efficiently. Manage OHS matters related to contractors engaged by Council.			
Property rating and collection services			
Manage the valuation of all rateable properties within the municipality and ensure the accurate levying and collection of rates and charges due. Undertake accurate and timely maintenance of Council's property database.	(2,103)	(2,033)	70
Provision of information technology services			
Deliver information technology and communications services to the organisation, including help desk support, ensuring currency of Council's information systems, disaster recovery and business continuity plans.	(9,580)	(9,488)	93
Total Well-Governed	(34,098)	(36,040)	(1,942)



SERVICE PERFORMANCE INDICATORS

The results of the service performance indicators and measures prescribed by the Victorian Government are shown below.

Service / indicator / measure [formula]	Results				Comment
	2021 Actual	2022 Actual	2023 Actual	2024 Actual	
Governance					
Transparency					
Council decisions made at meetings closed to the public [Number of Council resolutions made at meetings of Council, or at meetings of a delegated committee consisting only of Councillors, closed to the public / Number of Council resolutions made at meetings of Council or at meetings of a delegated committee consisting only of Councillors] x 100	5.75%	6.49%	4.69%	4.55%	The City of Kingston made 231 of its 242 resolutions at meetings of council or delegated committee open to the public in 2023–24. A very small proportion of Council’s resolutions involving legal privilege, property, or personal information were discussed at meetings closed to the public (11), consistent with the confidential provisions of the <i>Local Government Act 2020</i> . Council endeavours to make confidential resolutions or parts of resolutions public later where possible. This result remains within the range set by Council.
Consultation and engagement					
Satisfaction with community consultation and engagement [Community satisfaction rating out of 100 with how Council has performed on community consultation and engagement]	60.00	59.00	56.00	58.00	The City of Kingston continues to work hard to improve community consultation and engagement, including Your Kingston Your Say and engagement with our Community Representative Panel. Council has improved by two index points from last year, which is two index points higher than the metropolitan average and seven index points higher than the state average. This rating is sourced from the annual Community Satisfaction Survey conducted by an independent research company on behalf of the Victorian Government. This result remains within the range set by Council.
Attendance					
Councillor attendance at council meetings [The sum of the number of Councillors who attended each Council meeting / (Number of Council meetings) x (Number of Councillors elected at the last Council general election)] x 100	88.54%	93.94%	85.65%	86.36%	The City of Kingston continues to demonstrate high attendance by Councillors at Council Meetings. Councillor attendance remains consistent, with a slight improvement on last year’s results and within the range expected by Council.

STRATEGIC DIRECTION: **WELL-GOVERNED** (CONTINUED)

Service / indicator / measure [formula]	Results				Comment
	2021 Actual	2022 Actual	2023 Actual	2024 Actual	
Service cost					
Cost of elected representation [Direct cost of the governance service / Number of Councillors elected at the last Council general election]	\$44,050.27	\$51,271.36	\$52,479.64	\$57,572.27	The City of Kingston seeks to provide a cost-effective governance service. The cost of the governance service was higher than expected when compared to previous years due to training needs, repair and update of equipment, and approved functions. The result this year falls slightly outside the range expected by Council.
Satisfaction					
Satisfaction with council decisions [Community satisfaction rating out of 100 with how Council has performed in making decisions in the interest of the community]	65.00	61.00	55.00	59.00	The City of Kingston continues to work hard to make decisions in the best interest of our community. Council has improved by four index points from last year, which is two index points higher than the Metropolitan average and nine index points higher than the state average. This rating is sourced from the annual Community Satisfaction Survey conducted by an independent research company on behalf of the Victorian Government. This result remains within the range set by Council.

For more information and to compare Kingston to other Victorian councils, visit knowyourcouncil.vic.gov.au.



WELCOME

YOUR
CITY

YEAR IN
REVIEW

OUR
PERFORMANCE

**OUR
ORGANISATION**

OUR
GOVERNANCE

STATUTORY
INFORMATION

PERFORMANCE
STATEMENT

FINANCIAL
REPORT

OUR **ORGANISATION**



OUR CORPORATE VALUES

As an organisation constantly seeking to evolve and deliver for our community, Council refreshed its corporate values in 2023–24 to ensure they resonated with all staff.

A new set of four values were created from interactive workshops held across the business. At these, all staff were invited to share stories of pride in their work and identify what is most important to them about working at Kingston.

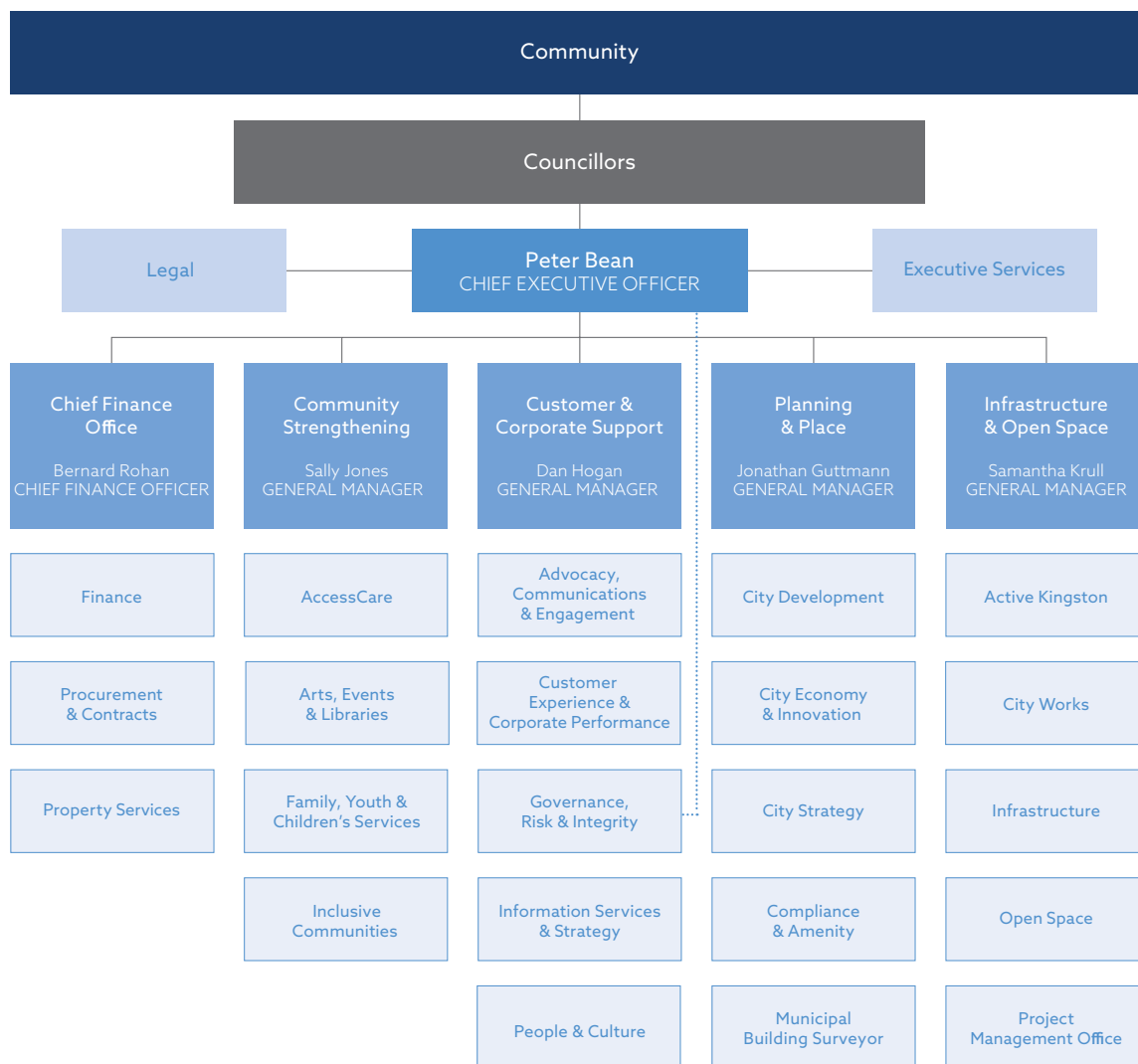
Our new values sit under the banner of We are Kingston, uniting us in our work for the community:

- We take pride in our work
- We make a difference
- We show care and respect
- We are better together.

These values inform the skills, aptitudes and knowledge we need to successfully perform the roles needed to support our community. They also support our recruitment and selection process, provide a basis for performance planning and management, and inform the planning of leadership and professional development programs.



OUR ORGANISATION STRUCTURE





OUR EXECUTIVE LEADERSHIP TEAM

Council's Chief Executive Officer (CEO) Peter Bean heads a large corporate structure of 1,600+ staff who work collaboratively across a broad range of roles to support Council and deliver our services in the community.

Peter Bean, our CEO, reports to our democratically elected Mayor and Councillors and leads a large corporate structure made up of four divisions:

- Community Strengthening
- Customer & Corporate Support
- Infrastructure & Open Space
- Planning & Place.

Each division is led by a General Manager who reports to the CEO. Divisions are supported by our Chief Finance Officer.

PETER BEAN | CHIEF EXECUTIVE OFFICER

A skilled senior executive with significant local government experience, Peter has a solid performance history of innovative, team-centric leadership.

Responsible for a \$266.3 million business delivering more than 120 services to the community, Peter is a lifelong learner with an MBA, a Bachelor of Business (Local Government), and a Graduate Certificate in Local Government Management.

Peter has built significant expertise in all facets of local government with over

20 years' experience in the public sector, including at the cities of Melton, Moreland (now Merri-bek), Nillumbik Shire, Indigo Shire, Albury Shire and the former City of Mordialloc.

Peter's enthusiastic cultivation of strong stakeholder relationships and ardent commitment to the continued growth of a transparent, service-led organisation drive his open, collaborative approach to working with the broader Council team in creating a thriving, liveable Kingston.

CHIEF FINANCE OFFICE

BERNARD ROHAN | CHIEF FINANCE OFFICER

A Fellow of CPA Australia with more than 20 years' experience in state and local government, Bernard brings strong analytical, advisory and financial management skills to the team.

Bernard has also held senior budget and finance roles in the Department of Treasury and Finance, the former Department of Economic Development, Jobs, Transport and Resources, and the Emergency Services Telecommunications Authority, where he championed a business-partnering approach to finance.

Following his time as Chief Financial Officer of the City of Casey through three years of considerable growth and organisational change, Bernard has come to Kingston with a wealth of experience and proven ability to resolve complex budget and financial management matters.

A confident, experienced finance team leader, Bernard enthusiastically leads the way in sustaining resources and providing structure and principles for effective and transparent management of our financial activities.



COMMUNITY STRENGTHENING

SALLY JONES | GENERAL MANAGER

Sally is an accomplished and highly experienced local government professional. With more than 20 years in the sector, she has had significant periods of service at the local councils of Maribyrnong, Moonee Valley, Darebin, Port Phillip and Moorabool Shire, gaining experience across both metro and rural local governments.

Sally has experience across a very diverse range of portfolios. Her career has focused on Community Strengthening work including Aged Care, Family, Youth

and Children's Services, Arts, Libraries and Community Development. She also has broad experience across Recreation, Customer Service, Economic Development, Community Safety and Local Laws.

While at Darebin Council, Sally also undertook the role of Director Depot Services for 12 months. At Moorabool Shire, she played a lead role in the attainment of high levels of external funding to support the design and delivery of long-awaited community infrastructure.

CUSTOMER & CORPORATE SUPPORT

DAN HOGAN | GENERAL MANAGER

Having started his career in the private sector in manufacturing and fintech, Dan brings a commercial sensibility to local government, pursuing creative and collaborative solutions to organisational and community challenges.

Dan has 20 years' experience in management roles within local government, first with the Municipal Association of Victoria, followed by a senior management role at Melton City Council. Before commencing with Kingston,

Dan was the Director of Advocacy, Partnerships and Community Engagement at Brimbank City Council.

Dan has extensive experience across multiple functions and portfolios, including Advocacy; Community Engagement; Media and Communications; IT; Human Resources; Community Planning; Economic Development; Corporate Planning; Customer Experience; Councillor Support; and Legal and Governance.



MEET OUR **EXECUTIVE LEADERSHIP TEAM** (CONTINUED)

INFRASTRUCTURE & OPEN SPACE

SAMANTHA KRULL | GENERAL MANAGER

Samantha's local government and private sector experience in Australia and internationally brings a wealth of engineering and project management skills to the leadership team.

Samantha took her expertise to the local government sector 16 years ago following 15 years as a professional consulting structural engineer and project manager in Australia, South Africa and Hong Kong. She has worked in both metropolitan and growth councils leading multi-disciplinary teams to sustainably plan and deliver community infrastructure projects.

Her achievements were rewarded by The Institute of Public Works Engineers which awarded her the Victorian Sector Practitioner/ Engineer of the Year Award in 2015.

With a demonstrated people-centred focus, Samantha drives excellence, innovation and continuous improvement in her infrastructure portfolio. Her impressive history of team leading, strategic planning and project delivery make her a great fit for a growing Kingston.

PLANNING & PLACE

JONATHAN GUTTMANN | GENERAL MANAGER

Jonathan joined Kingston as a Planning Student in 1995 and via a series of leadership roles, became General Manager Planning and Development in 2015.

Jonathan's rich knowledge of Kingston, developed over many years of interaction with the community and a wide range of businesses, makes him invaluable in the role as the City continues to evolve and grow.

Steeped in the planning and development work of the City, Jonathan brings a wealth

of expertise, on-the-ground knowledge and an empathetic understanding of the needs of the Kingston community.

Having been at the forefront of the formulation of many of the strategies that have influenced (and continue to influence) the direction of the City of Kingston, Jonathan is well placed to lead a team focused on the future. His passion for the work is reflected, too, in his investment in the mentoring and development of his team.



OUR PEOPLE PROFILE

As of 30 June 2024, we employed 1,636 people in a diverse range of positions, including Community & Aged Services, Engineering, Customer Experience, Maternal & Child Health, Finance, Youth & Children's Services, Sport & Recreation, Open Space, Planning & Arts, and Corporate Services. A summary of the number of full-time equivalent (FTE) council staff is shown in Tables 1 and 2.

TABLE 1. CITY OF KINGSTON EMPLOYMENT BY ORGANISATIONAL STRUCTURE

Employee Type - Gender	Central/ Executive Services FTE	Chief Finance Office FTE	Community Strengthening FTE	Customer & Corporate Support FTE	Infrastructure & Open Space FTE	Planning & Place FTE	Total FTE
Permanent Full Time - Female	10.00	13.00	179.99	62.03	65.92	46.20	380.14
Permanent Full Time - Male	5.00	13.00	46.00	26.00	125.00	56.00	268.00
Permanent Full Time - X	0.00	0.00	0.00	0.00	1.00	0.00	1.00
Permanent Part Time - Female	0.60	9.17	221.64	24.13	13.99	29.83	299.36
Permanent Part Time - Male	0.00	0.00	22.09	3.02	1.22	15.05	41.38
Permanent Part Time - X	0.00	0.00	0.21	0.00	0.00	0.00	0.21
Casual - Female	0.00	0.00	33.25	0.00	19.34	8.98	61.56
Casual - Male	0.00	0.00	7.38	0.00	15.59	12.80	35.78
Casual - X	0.00	0.00	0.34	0.00	0.00	0.00	0.34
Total	15.60	35.17	510.91	115.18	242.06	168.86	1,087.78

TABLE 2. CITY OF KINGSTON EMPLOYMENT BY CLASSIFICATION

Employee Type - Gender	Band 1 FTE	Band 2 FTE	Band 3 FTE	Band 4 FTE	Band 5 FTE	Band 6 FTE	Band 7 FTE	Band 8 FTE	All other FTE	Total FTE
Permanent Full Time - Female	0.00	2.00	25.00	80.75	68.44	115.20	45.19	20.56	23.00	380.14
Permanent Full Time - Male	0.00	0.00	47.00	44.00	38.00	65.00	32.00	24.00	18.00	268.00
Permanent Full Time - X	0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
Permanent Part Time - Female	20.95	75.77	14.59	70.48	40.02	45.79	12.44	3.89	15.43	299.36
Permanent Part Time - Male	14.25	7.72	2.48	6.57	5.43	3.23	0.80	0.90	0.00	41.38
Permanent Part Time - X	0.21	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.21
Casual - Female	9.37	0.63	7.77	16.88	4.56	1.34	0.00	0.00	21.02	61.56
Casual - Male	12.84	0.06	3.89	7.95	1.13	0.21	0.00	0.00	9.69	35.78
Casual - X	0.06	0.00	0.02	0.26	0.00	0.00	0.00	0.00	0.00	0.34
Total	57.68	86.17	101.76	226.90	157.57	230.77	90.43	49.35	87.14	1,087.78



SUPPORTING OUR PEOPLE

EQUAL EMPLOYMENT OPPORTUNITIES

The City of Kingston aims to provide a workplace free from discrimination, harassment, victimisation and bullying by taking a zero-tolerance approach and upholding the principles of Equal Employment Opportunity in all our activities. We recognise and respect the importance of diversity and incorporate the principles of Equal Employment Opportunity into our policies and processes.

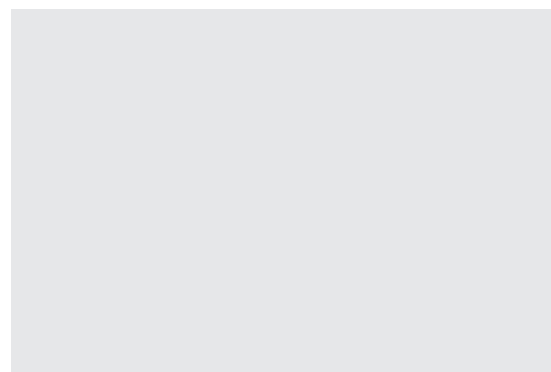
GENDER EQUALITY ACTION PLAN

In October 2023, Council provided its first progress report to the Commission for Gender Equality in the Public Sector against its Gender Equality Action Plan 2021–2025.

The following achievements have led to the advancement of workplace gender equality at the City of Kingston:

- completing 18 Gender Impact Assessments across a variety of programs and policies
- completing 45 of the 72 actions listed in our Gender Equality Action Plan 2021–2025, including:
 - implementing a Gender Affirmation/Transition Policy and Gender Affirmation/Transition Leave
 - implementing a new Parental Leave Policy that supports shared care households
 - increasing the equity of access to flexible working for all employees.
- supporting employees by providing the SpeakUp! reporting platform that enables staff to anonymously report workplace sexual harassment, bullying, discrimination, corruption and fraud
- positively acting on six of the seven required workplace indicators, including positive progress in:
 - increasing the number of women in leadership
 - reducing the mean base salary pay gap from 4.8 per cent to 2 per cent
 - decreasing the incidence of sexual harassment, discrimination and bullying
 - increasing access to flexible working arrangements for all employees
 - increasing access for men to Parental Leave.

As a local government, Council can advance gender equality through the programs and services we deliver to our community and by providing a safe and respectful workplace for our employees. We recognise that to address the systemic barriers that create gender inequality, we must develop, maintain, and implement data-driven, targeted and evidence-based strategies to address the specific needs of our workplace and the services we provide to the community.



We are proud to be making significant progress in this space. We will continue to commit to tackling workplace gender equality through this program of work.

RAINBOW TICK ACCREDITATION

In March 2024, Council's Youth Services Department achieved Rainbow Tick Accreditation. The Rainbow Tick Accreditation ensures all processes, policies, data collection and privacy, systems and services (including customer interactions) are reviewed and updated to include LGBTIQ+ communities.

This accreditation recognised our Youth Services team and the associated Customer & Corporate Support departments for their work in creating culturally safe experiences at all stages of our workforce's employment lifecycle and our customers' journeys with us across this service.

Council's accreditation report recognised our:

- leadership taken to drive the organisation's approach to LGBTIQ+ inclusion
- strong approach to organisational planning across the whole organisation, demonstrating that LGBTIQ+ inclusion actions are systematically worked on, reported, and evaluated
- investment in creating an Organisational Equity & Inclusion Team to manage the work and culture change required to meet the Rainbow Tick Standards
- clear understanding of intersectionality and future development of supporting strategies, such as the All Abilities Action Plan.

We are proud to provide inclusive services and create a culturally safe environment for LGBTIQ+ communities and our LGBTIQ+ staff.



CULTURE PROGRAM

Building on the work from our inaugural organisational culture measurement and deliberate focus in 2022-23, Council identified and delivered department-wide actions to create a constructive workplace culture. To test the impact of our actions, we undertook a further culture measure in the form of a pulse survey in mid-2023, which revealed positive increases in four key leadership practices known to build an effective working environment.

Our Culture Champions, representing all business areas, were trained in influencing and facilitation skills. They were also supported with resources to guide their teams in having culture conversations and the next tranche of action plans.

The subsequent refresh of our organisational values and the review and re-design of our organisational capability framework has established a new foundation for continuing behavioural standards and conversations to target high performance and maintain relevant and contemporary workplace practices.

EMPLOYEE PERFORMANCE AND DEVELOPMENT

Council continued its commitment to the my Kingston and Development (myKAD) program that provides our employees clarity, support and recognition. The myKAD program is designed to support regular and meaningful conversations, enabling leaders and employees to discuss performance and support needs to create the conditions for achievement and job satisfaction. It is a space for both employees and leaders to reflect on achievements, identify new priorities and support development goals.

Our Organisational Learning and Development programs provide a range of opportunities for all employees to grow their skills and experiences and apply what they learn. Content is aligned to the capability framework and includes blended delivery in the categories of professional development, systems training, and events designed to raise awareness or deliver educational content.

To support many of our people leaders in the 2023-24 financial year, we delivered two LGPro Ignite programs in-house, and many participants were subsequently successful in securing additional leadership opportunities. We also offer our employees support for further work-related education under our Development Assistance Policy.

In addition, Council has an effective internal process for short-term backfill positions, enabling employees to take on new, temporary learning opportunities while meeting business operational needs.

OCCUPATIONAL HEALTH AND SAFETY PERFORMANCE

Council is committed to ensuring healthy, safe, and productive working lives for our staff. The Workplace Health & Safety Plan 2023-2025 provides a structured approach to managing the risks to health and safety across all of Council's operations. Quarterly Health & Safety reporting provides oversight by the Executive Leadership Team and monitoring of Council's safety performance.

The mental health of our staff is recognised and actively supported by Council. This was further prioritised in 2023-24, with 50 leaders completing Workplace Mental Health Training and 48 staff completing Mental Health First Aid training. Council's Health & Safety Team are considered industry leaders. They are responsible for convening the Local Government Workplace Mental Health Seminar, bringing together over 250 Council officers from three states. Our Health & Safety Team continues to enhance its Workers Compensation claims maintenance, focusing on early injury intervention.

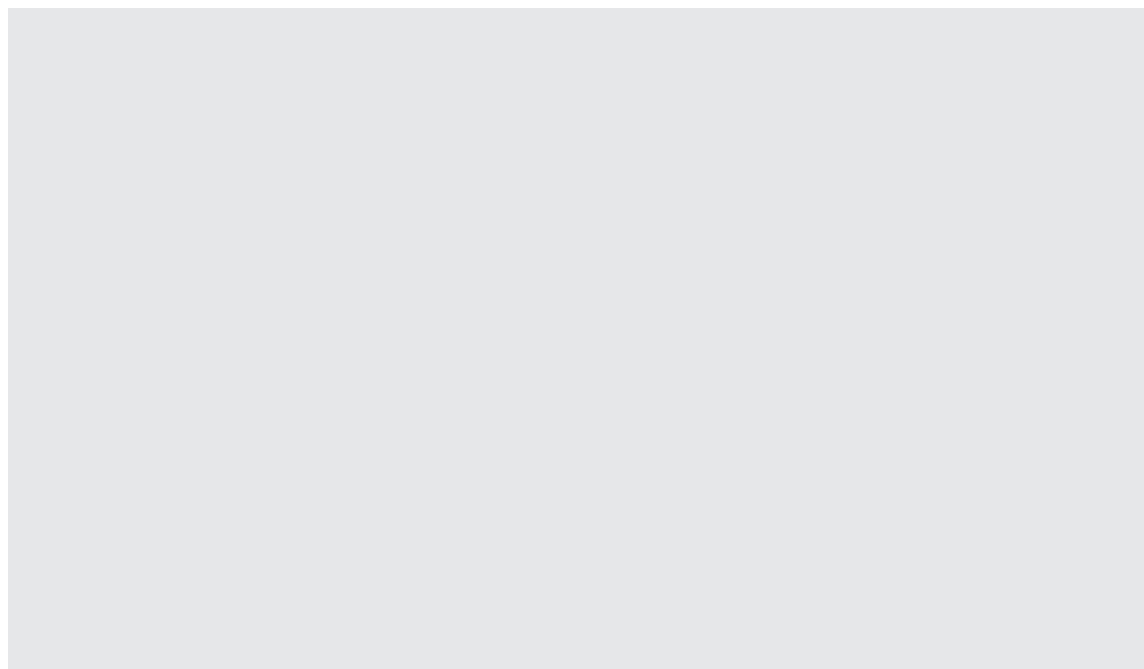
HEALTH AND WELLBEING PROMOTION

Council values and cares for its employees, providing support through our health and wellbeing program and other support services. Our active Wellbeing Committee Members represent all employees and contribute to the program design, delivery and promotion of initiatives, encouraging everyone to get involved. The following are some examples of our initiatives that are informed by relevant data and research about better health and wellbeing practices:

- Our Employee Assistance Program enables employees and their immediate families to access a variety of services at no cost, supporting them through any challenges they may face, whether work-related or not. This includes two new First Nations and LGBTIQ+ helplines, which were introduced in 2023-24.
- Staff attended an RUOK mental health awareness and education event across several sites, which promoted life-changing conversation skills.
- Our step challenge sustainably changed the daily movement habits of 30 per cent of its participants, who consistently maintained more than 10,000 steps per day after the challenge.
- Healthy eating education and eating "food for a good mood" sessions were delivered across the business.
- Financial Wellbeing awareness and education sessions were held to learn from industry experts.



SUPPORTING **OUR PEOPLE** (CONTINUED)



HUMAN RESOURCE SERVICE IMPROVEMENTS

In 2023–24, Council made several Human Resource (HR) service improvements, including:

- Reviewing of Council's Enterprise Agreement (EA) between Council and its employees, which sets the wages and conditions of those employees for a period of up to four years. The EA was put to a staff vote in September 2023, and the Fair Work Commission approved a four-year agreement on 20 October 2023.
- Launching our new Recruitment, Onboarding and Learning System. The new system brings numerous benefits, including enhanced user experience, improved efficiency for hiring managers, greater transparency, and an improved and more efficient induction process for new employees.
- Developing an HR Services Plan focused on continuous improvement in the HR Services area. Delivery of the plan will ensure Council can meet the expectations of the Kingston community and our own staff by ensuring productive and supported workplaces.



OUR VOLUNTEERS

The tradition of volunteering is deeply woven into the Kingston community. The generous spirit and enduring legacy of our volunteers continue to help and benefit where it is needed the most.

Volunteers form an important part of our social fabric, playing a key role in fostering a more connected and resilient community. At the City of Kingston, 12.1 per cent of our community reported doing some form of voluntary work, in line with volunteer rates observed across the Greater Melbourne area, as observed in the 2021 Census.

In 2023-24, 903 Council volunteers contributed to the delivery of services for our community. These volunteers made a difference in the lives of many through their actions, including delivering meals, taking people to medical appointments, contributing to the sustainability of our local parks, providing advice to various committees, and so much more.

The need for volunteers in Kingston has never been greater. We continue to promote the significance of this work through information sessions, training, support and recognition to aid recruitment. We have volunteer opportunities to suit different types of experience, skills, ages and commitment for people to support their local communities and meet like-minded people.

Our volunteer program is governed by our Volunteer Policy, underpinned by the National Standards for Volunteer Involvement, which represents best practice in volunteer management. Where practicable, we will align our practices with the National Standards to ensure a positive and engaging experience for our volunteers.

PROMOTION OF VOLUNTEERING

The City of Kingston works closely with schools, service providers, and the community to promote the value of volunteering and provide opportunities to become involved.

In 2023-24, more than 200 people attended volunteer information sessions and the Seniors Expo. The interest to learn about and engage in volunteering continues to grow as the community recovers after the COVID-19 lockdowns.

Anyone interested in becoming a volunteer can learn more about the opportunities available via our website kingston.vic.gov.au, by coming to a quarterly information session or submitting an expression of interest.

NATIONAL VOLUNTEER WEEK - CELEBRATING OUR VOLUNTEERS

National Volunteer Week is Australia's largest annual celebration of volunteering, providing the opportunity to highlight the important role of volunteers in our community and recognise the diverse passions and talents of volunteers.

As part of National Volunteer Week in May 2024, we organised a series of events, including:

- the Mayoral Appreciation Night for Council and community volunteers
- promoting volunteering via various Council platforms
- providing gift packs with thank you messages from the Mayor.



WELCOME

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OUR **GOVERNANCE**



GOOD GOVERNANCE

The *Local Government Act 2020* establishes local government as a distinct and essential tier of government. It consists of a democratically-elected Council with the necessary functions and decision-making authority to ensure the peace, order and good government of its municipal community.

The role of a Council is to provide good governance for the benefit and wellbeing of the municipal community. Council must apply legislated governance principles in performing its role.

To implement best practices, we use a Good Governance Framework based on the four cornerstones of leadership and direction, integrity, transparency and accountability.

LEADERSHIP AND DIRECTION – ‘DRIVE IT’	INTEGRITY – ‘LIVE IT’	TRANSPARENCY – ‘SHOW IT’	ACCOUNTABILITY – ‘OWN IT’
The elected Council delivers community outcomes through developing and implementing the Council Plan, related strategies and fiscal management. Council staff facilitate Council's decision-making process and implement Council decisions. This shared responsibility ensures that the objectives of the Council Plan are achieved for the benefit of the community.	Integrity is about doing the right thing, with values and codes of conduct embedded into the way we work. Council policies, control plans and training programs make up part of Council's integrity framework.	Council is committed to the community's right to know. We openly show how we work, our decision-making processes and outcomes wherever possible. Being open with our community also requires effective engagement and connection. Our Community Engagement and Public Transparency policies guide this.	Council is committed to ensuring that those making decisions and delivering services are answerable for them. Rigorous programs, such as risk management, compliance attestation, and internal and external audits, offer assurance in our work.

Information and key documents on these topics are available on our website at kingston.vic.gov.au.



DEMOCRATIC GOVERNANCE

MAYOR AND DEPUTY MAYOR

The Mayor's role includes providing leadership, promoting positive relationships and modelling good governance. The Deputy Mayor provides support to the Mayor.

On 8 November 2023, Cr Jenna Davey-Burns was elected Mayor and Cr Tracey Davies was elected Deputy Mayor by Councillors at the annual Council (Statutory) meeting.

COUNCIL DECISION MAKING

Council's formal decision-making processes are conducted through council meetings and special committees of Council. Council delegates the majority of its decision-making to Council staff. These delegations are exercised in accordance with adopted Council policies.

The role of a Councillor is to participate in the decision-making of Council and represent the community's interests in that decision-making. The community has many opportunities to provide input into Council's decision-making process, including community consultation.

Council's objective is to make decisions transparently, wherever possible, at meetings accessible to the public.

All Council decision-making is in accordance with the Act and meeting procedure requirements as set out in Council's Governance Rules.

DELEGATED COMMITTEES

Decisions are made through formal Council meetings or delegation of powers to officers and delegated committees. Council has one delegated committee, the Planning Committee, which makes decisions on planning matters.

MEETINGS OF COUNCIL

Council meetings are held on the fourth Monday of each month, and Planning Committee meetings are held as required on the third Wednesday of each month at 1230 Nepean Highway, Cheltenham, commencing at 7 pm, unless otherwise advertised.

Council meetings are open to the public, and questions can be submitted via forms on Council's website. Council held 19 meetings in 2023-24.

Council is sometimes required to consider confidential matters, so specific meetings or items may occasionally be closed to the public. Examples of confidential matters include land use planning, legal, privileged information, private commercial information and personal information.

All Council and Planning Committee meetings are streamed live on Council's website. The live stream, archives of previous streams, and minutes of Council and Planning Committee meetings can be found on our website.

INFORMED DECISION MAKING

To make informed decisions, Councillors are briefed on important issues at informal briefing sessions. These provide Councillors and Council officers with an opportunity to discuss issues in detail, seek further information and address questions and concerns.

Informal briefing sessions are not decision-making forums.

CODES OF CONDUCT

The Councillor Code of Conduct sets out agreed standards of Councillor behaviour and commitment to conduct requirements. It also provides guidance on managing interpersonal matters and alleged breaches. The Councillor Code of Conduct contains the Standards of Conduct prescribed in Regulation 12 of the Local Government (Governance and Integrity) Regulations 2020 pursuant to section 139(3)(a) of the *Local Government Act 2020*.

There were no reported breaches of the Councillor Code of Conduct during the 2023-24 reporting year.

The staff Code of Conduct policy sets out the standards and expectations of responsibilities and behaviours for Council staff members. Maintaining professional and ethical conduct at all times is the responsibility of every employee (permanent, temporary, part-time and casual) as well as volunteers, contractors working on-site, work experience students and graduate placements.

Behaviour that violates the staff Code of Conduct is dealt with under the Fraud and Corruption Policy. There were no reported breaches during the 2023-24 reporting year.



CONFLICT OF INTEREST

Conflict of interest involves matters where exercising public duty may provide a real or perceived personal benefit.

Councillors must disclose any material or general conflict of interest at the start of a Council meeting. If a conflict is disclosed, the Councillor must leave the meeting before the issue is discussed, debated or voted on.

For Council staff, the Conflict of Interest Policy provides information and guidance regarding identifying and managing conflicts of interest.

COUNCILLOR REMUNERATION

A Victorian Independent Remuneration Tribunal review of allowances payable to Mayors, Deputy Mayors and Councillors took effect from 1 July 2024. The revised allowances per annum are:

- Mayors: \$134,954
- Deputy Mayors: \$67,477
- Councillors: \$40,769

COUNCILLOR ALLOWANCES AND EXPENSES

Council is required to reimburse Councillors for expenses incurred in performing their duties. The Councillor Support and Reimbursement of Expenses Policy can be accessed on Council's website.

Councillor allowances and expenses 2023-24

	Councillor allowances ¹ \$	Communications Expenses ² \$	Travel intrastate \$	Travel interstate \$	Training, conferences & education \$	Other expenditure \$
Cr Tamsin Bearsley	\$38,893.42	\$656.36	\$18.00	-	-	\$86.00
Cr Tim Cochrane	\$38,893.42	\$656.36	-	-	-	-
Cr Jenna Davey-Burns ³	\$97,255.47	\$561.36	-	\$1,016.96	\$1,983.50	\$625.04
Cr Tracey Davies ⁴	\$55,424.26	\$580.36	-	\$951.71	\$1,357.27	-
Cr David Eden	\$38,893.42	\$170.97	-	-	-	-
Cr Chris Hill	\$47,840.54	\$485.39	-	-	\$1,357.27	\$15.00
Cr Cameron Howe	\$38,893.42	\$656.36	-	-	-	-
Cr George Hua	\$38,893.42	\$260.48	-	-	-	-
Cr Georgina Oxley	\$38,893.42	\$675.39	-	-	-	\$86.00
Cr Hadi Saab	\$70,471.77	\$656.36	-	\$698.15	\$2,056.54	\$156.00
Cr Steve Staikos	\$38,893.42	\$656.36	-	-	\$232.18	-

Note: Cr Hadi Saab and Cr Chris Hill received a higher allowance as they were elected Mayor and Deputy Mayor, respectively, before Cr Jenna Davey-Burns and Cr Tracey Davies, thus receiving Mayor and Deputy Mayor allowances up to 8 November 2023.

1 The Victorian Independent Remuneration Tribunal set the allowance payable to Mayors, Deputy Mayors and Councillors (Victoria), effective from 1 July 2023.

2 Communications expenses include mobile phones, tablets, and wireless data cards, with standard data and mobile plan costs.

3 Cr Jenna Davey-Burns was elected Mayor on 8 November 2023.

4 Cr Tracey Davies was elected Deputy Mayor on 8 November 2023.



CORPORATE GOVERNANCE

AUDIT AND RISK COMMITTEE

In accordance with Section 53 of the *Local Government Act 2020*, Council has an Audit and Risk Committee, which acts as an independent advisory board.

The role of the Audit and Risk Committee is to provide oversight and monitor Council's responsibilities regarding financial reporting, risk and compliance management, maintaining a reliable system of internal controls and facilitating good and ethical governance.

The Audit and Risk Committee consists of five members: three independent members, the current Mayor and one other Councillor nominated by Council. External members are appointed by Council by public advertisement for a maximum of three years. The Chairperson of the Committee is appointed from the external members by Council on the recommendation of the Chief Executive Officer.

The Audit and Risk Committee met five times in the 2023-24 financial year. The membership for this period:

Independent Members	Councillor Members
Ms Claire Filson, LLB; MBA (Current Chair)	Mayor Hadi Saab (July 2023 – December 2023)
Mr Bruce Potgieter, FCA, ICA (South Africa)	Mayor Jenna Davey-Burns (December 2023 – current)
Mr Geoff Harry, B Econ ICA; CPA	Cr Georgina Oxley

Beyond the routine matters presented, other reports and documents considered by the Committee this year include:

- Internal Audit Plan 2024-26
- Climate and Ecological Emergency Response update
- Cyber Security update
- outcomes of Council's Community Grants Review
- preparing for the 2024 Council Elections.

EXTERNAL AUDIT

Council is externally audited by the Victorian Auditor-General's Office (VAGO). The Auditor-General has contracted this activity to HLB Mann Judd, which is responsible for providing a recommendation to the Auditor-General that the Annual Financial Statements of Council be presented fairly and in accordance with applicable accounting standards. The external auditor also reviews the internal audit program as part of the internal control framework at Council.

Council officers present the audited documents to the Audit and Risk Committee before 'in principle' adoption by Council and sign-off by VAGO. The external auditors attended the August 2023 Audit and Risk Committee meeting to present the annual audit plan and independent audit report. The external audit management letter and responses are also provided to the Audit Committee.

INTERNAL AUDIT

Internal Auditors Crowe Australasia, who were appointed in July 2023, undertake the Council's internal audit program. The internal audit program provides an independent and objective assurance that appropriate processes and controls are in place. The audit program gives the Audit and Risk Committee and Council assurance on the systems, processes and procedures employed by Council in the governance and control of its daily operations.

This provides the opportunity for a risk-based auditing approach to be undertaken.

The program is informed by a three-year, risk-based Internal Audit Plan, revised annually to ensure resources remain focussed on appropriate areas.

In 2023-24, the following internal audit reviews were completed:

- Cyber – Essential 8
- Legal Services
- Landfill Management
- Contract Management
- Events and Festivals Management.



RISK MANAGEMENT

The City of Kingston recognises risk and compliance management as a fundamental role of good governance practice and decision making. Establishing a cohesive and vibrant risk management culture is essential. It requires all employees to effectively and efficiently ensure all our events, activities, projects, and administration are undertaken with minimal risk exposure to the public and employees.

Council continues to advance its sound risk management practices across the organisation to achieve its objectives and embed risk considerations in strategic and operational processes. Council has a Compliance Policy that supports the compliance function and ensures that operations are conducted in accordance with legislative and internal policy requirements.

Council is committed to managing strategic, organisational, operational and project risks by sensibly and methodically identifying, analysing, evaluating, treating, monitoring and communicating all risks that directly or indirectly affect the Council's ability to achieve the vision and strategic objectives outlined in Our Roadmap: Council Plan 2021-25.

Our Enterprise Risk Management Framework 2023 includes a suite of documents, including Council's Risk Management Policy, Council's Risk Management Strategic Plan and Council's Risk Appetite Statement, which align with Australian Standards AS/NZS ISO 31000:2018.

Council's Enterprise Risk Management Framework 2023 provides the foundation and organisational system for identifying, assessing, mitigating and reporting. It sets out the key principles that guide effective risk management within Council and encourages continual monitoring, review and improvement of risk management throughout the organisation.

We have achieved all risk indicators in the Local Government Performance Reporting Framework.

PROJECT GOVERNANCE

The City of Kingston is home to first-class infrastructure and top-quality facilities that are highly used by the community. In 2023-24, we delivered approximately \$70 million of capital works comprising around 250 projects, all of which are instrumental for the continual delivery of quality services.

Council's Project Management Framework (PMF) guides our approach for all capital projects, from early planning through delivery and handover. Emphasising transparency and clarity ensures we deliver consistently well-planned and well-governed projects across the organisation. All teams delivering capital projects must follow the PMF.

Best-practice principles leveraged from the Project Management Body of Knowledge and P30 standards were utilised alongside a co-design process to develop a tailored PMF fit for purpose for project planning and delivery at the City of Kingston. This includes tailored project governance aligned with internal corporate delegations, organisational structure and internal policies and procedures.

The PMF's strategic, evidence-based approach has reshaped Council's long-term capital investment strategy and portfolio planning, forming part of Kingston's Council Plan and Asset Plan.



CORPORATE GOVERNANCE (CONTINUED)

GOVERNANCE AND MANAGEMENT CHECKLIST

The following checklist shows Kingston's performance against the frameworks, policies, procedures, and practices to ensure strong and effective governance.

Governance and Management Items	Date	Related Documentation
1 Community engagement policy (policy outlining Council's commitment to engaging with the community on matters of public interest)	✓ 23/10/2023	The Community Engagement Policy was adopted at the Kingston Council Meeting on 23 October 2023 (in accordance with section 55 of the <i>Local Government Act 2020</i>) outlining Council's commitment to engaging with the community on matters of public interest. It also includes Best Practice Guiding Principles and Council's deliberative engagement approach. kingston.vic.gov.au/council/council-documents/plans-policies-and-reports/community-engagement-policy
2 Community engagement guidelines (guidelines to assist staff to determine when and how to engage with the community)	✓ 12/10/2017	Kingston's Community Engagement toolkit was first introduced on 12 October 2017 to assist staff to determine when and how to engage with the community and is regularly reviewed and updated.
3 Financial Plan (plan under section 91 of the Act outlining the financial and non-financial resources required for at least the next 10 financial years)	✓ 27/05/2024	The Long-Term Financial Plan 2024–2034 was adopted at the Kingston Council Meeting on 27 May 2024 (in accordance with Section 91(3) (a) of the <i>Local Government Act 2020</i>) and complies with the financial management principles as detailed under Section 101 outlining the financial and non-financial resources required for at least the next 10 financial years. kingston.vic.gov.au/council/council-documents/plans-policies-and-reports/council-plan-and-budget
4 Asset Plan (plan that sets out the asset maintenance and renewal needs for key infrastructure asset classes for at least the next 10 years)	✓ 27/06/2022	The Asset Plan 2021–2031 was adopted at the Kingston Council Meeting on 27 June 2022 (in accordance with section 92 of the <i>Local Government Act 2020</i>) setting out the asset maintenance and renewal needs for key infrastructure asset classes for at least the next 10 years. kingston.vic.gov.au/council/council-documents/plans-policies-and-reports/council-plan-and-budget
5 Revenue and Rating Plan (plan setting out the rating structure of Council to levy rates and charges)	✓ 27/05/2024	The Revenue and Rating Plan 2024–2028 was adopted at the Kingston Council Meeting on 27 May 2024 (in accordance with section 93 of the <i>Local Government Act 2020</i>) setting out the rating structure of Council to levy rates and charges. kingston.vic.gov.au/council/council-documents/plans-policies-and-reports/council-plan-and-budget
6 Annual budget (plan setting out the services to be provided and initiatives to be undertaken during the budget year and the funding and other resources required)	✓ 27/05/2024	The Annual Budget 2024–25 was adopted at the Kingston Council Meeting on 27 May 2024 (in accordance with section 94 of the <i>Local Government Act 2020</i>) setting out the services to be provided and initiatives to be undertaken during the budget year and the funding and other resources required. kingston.vic.gov.au/council/council-documents/plans-policies-and-reports/council-plan-and-budget



Governance and Management Items	Date	Related Documentation
7 Risk policy (policy outlining Council's commitment and approach to minimising the risks to Council's operations)	✓ 15/05/2023	Kingston's Risk Management Policy commenced on 15 May 2023, outlining Council's commitment and approach to managing and mitigating strategic, operational and corporate risks. This policy is part of Council's Enterprise Risk Management Framework and aligns with Kingston's Good Governance Framework and is compliant with the Australian Standards ISO 31000:2018.
8 Fraud policy (policy outlining Council's commitment and approach to minimising the risks to Council's operations)	✓ 15/09/2022	Kingston's Fraud and Corruption Policy commenced on 15 September 2022, outlining Council's commitment and approach to minimising the risk of fraud to meet Council's legislative obligations under the <i>Local Government Act 2020</i> . A review of Council's Fraud and Corruption Control Plan is underway. Related documentations include Code of Conduct Policy, Public Interest Disclosure Procedure, Enterprise Risk Management Framework and Good Governance Framework. kingston.vic.gov.au/council/council-documents/plans-policies-and-reports/fraud-and-corruption-policy
9 Municipal emergency management plan (participation in meetings of the Municipal Emergency Management Planning Committee)	✓ 05/09/2023 13/12/2023 06/03/2024 05/06/2024	The Kingston District Municipal Emergency Management Plan was revised by Municipal Emergency Management Planning Committee (MEMPC) and approved by the Regional Emergency Management Planning Committee on 1 July 2024 (under section 6a of the <i>Emergency Management Act 2013</i>). Council attended the following MEMPC meetings during the 2023–24 reporting period: <ul style="list-style-type: none"> • 05 September 2023 • 13 December 2023 • 06 March 2024 • 05 June 2024 kingston.vic.gov.au/council/council-documents/plans-policies-and-reports/municipal-emergency-management-planning
10 Procurement Policy (policy outlining the principles, processes and procedures that will apply to all purchase of goods and services by the Council)	✓ 22/11/2021	The Procurement Policy was adopted at the Kingston Council Meeting on 22 November 2021 (in accordance with section 108 of the <i>Local Government Act 2020</i>) and outlines the principles, processes and procedures that will apply to the purchase of goods and services by the Council. kingston.vic.gov.au/council/council-documents/plans-policies-and-reports/procurement-policy
11 Business continuity plan (plan setting out the actions that will be undertaken to ensure that key services continue to operate in the event of a disaster)	✓ 19/06/2019	The Business Continuity Master Plan commenced on 19 June 2019 and applies to all critical services and support functions and associated infrastructure provided and/or maintained by the Kingston City Council. The plan sets out the actions that will be undertaken to ensure that key services continue to operate in the event of a disaster.



CORPORATE GOVERNANCE (CONTINUED)

Governance and Management Items		Date	Related Documentation
12 Disaster recovery plan (plan setting out the actions that will be undertaken to recover and restore business capability in the event of a disaster)	✓	12/07/2021	The Disaster Recovery Plan sets out the actions that will be undertaken to recover and restore business capability in the event of a disaster.
13 Complaint Policy (policy under section 107 of the Act outlining Council's commitment and approach to managing complaints)	✓	24/06/2024	The Complaint Policy was adopted at the Kingston Council Meeting on 24 June 2024 (in accordance with section 107 of the <i>Local Government Act 2020</i>) and outlines Council's commitment and approach to managing complaints. kingston.vic.gov.au/council/council-documents/plans-policies-and-reports/complaints-policy
14 Workforce Plan (plan outlining Council's commitment and approach to planning for current and future workforce requirements)	✓	21/12/2021	The Workforce Plan commenced on 21 December 2021. This plan was developed (in accordance with section 46 of the <i>Local Government Act 2020</i>) and outlines Council's commitment and approach to planning for current and future workforce requirements.
15 Payment of rates and charges hardship policy (policy outlining Council's commitment and approach to assisting ratepayers who are experiencing financial hardship or difficulty paying their rates)	✓	24/06/2024	Kingston's Hardship Policy commenced on 24 June 2024, outlining Council's commitment and approach to assisting ratepayers who are experiencing financial hardship or difficulty paying their rates. kingston.vic.gov.au/council/council-documents/plans-policies-and-reports/financial-hardship-policy
16 Risk management framework (framework outlining Council's approach to managing risks to the Council's operations)	✓	15/05/2023	Council's Enterprise Risk Management Framework was established on 15 May 2023 and outlines Council's approach to managing operational, corporate and strategic risks to the Council's operations in accordance with the <i>Local Government Act 2020</i> and in line with the Australian Standards ISO 31000:2018.
17 Audit and Risk Committee (Advisory committee of Council under section 53 and section 54 of the Act)	✓	23/10/2023	The Audit and Risk Committee is established in accordance with sections 53 of the <i>Local Government Act 2020</i> . The Audit and Risk Committee Charter has been developed in accordance with sections 53 of the <i>Local Government Act 2020</i> . The Charter was last reviewed and adopted at the Kingston Council Meeting on 23 October 2023. kingston.vic.gov.au/council/your-council/audit-and-risk-committee



Governance and Management Items	Date	Related Documentation
18 Internal audit (Independent accounting professionals engaged by the Council to provide analyses and recommendations aimed at improving Council's governance, risk and management controls)	✓ July 2023	Council's internal audit service is Crowe Australasia. They were appointed in July 2023 to provide analyses and recommendations aimed at improving Council's governance, risk and management control.
19 Performance reporting framework (a set of indicators measuring financial and non-financial performance including the performance indicators referred to in section 98 of the Act)	✓ June 2014	Date of adoption of current framework: June 2014. Performance Reporting indicator results (Local Government Performance Reporting Framework) were reported to Council's Audit and Risk Committee on 13 September 2023 and 13 March 2024.
20 Council Plan report (report reviewing the performance of the Council against the Council Plan, including the results in relation to the strategic indicators, for the first six months of the financial year)	✓ 20/11/2023 25/03/2024 27/05/2024	Our Road Map: Council Plan 2021–2025, Kingston's Council Plan was adopted at the Kingston Council Meeting on 25 October 2021. Year Three (2023–24) Council Plan Performance Reports were noted by Council at Council Meetings on: <ul style="list-style-type: none"> 20 November 2023 (Year 3, Quarter 1) 25 March 2024 (Year 3, Quarter 2) 27 May 2024 (Year 3, Quarter 3). The final quarterly report (Year 3, Quarter 4) will be presented for noting at the Council Meeting on 23 September 2024. kingston.vic.gov.au/council/council-documents/plans-policies-and-reports/council-plan-performance-reports
21 Quarterly budget reports (quarterly reports to Council under section 97 of the Act, comparing actual and budgeted results and an explanation of any material variations)	✓ 20/11/2023 26/02/2024 27/05/2024	Quarterly budget reports were noted by Council in accordance with section 97(1) of the <i>Local Government Act 2020</i> at Council Meetings on: <ul style="list-style-type: none"> 20 November 2023 (for the period ending September 2023) 26 February 2024 (for the period ending December 2023) 27 May 2024 (for the period ending March 2024) kingston.vic.gov.au/council/council-documents/plans-policies-and-reports/council-plan-performance-reports
22 Risk reports (six-monthly reports of strategic risks to Council's operations, their likelihood and consequences of occurring and risk minimisation strategies)	✓ 12/12/2023 13/02/2024	Over the past twelve months, strategic risk workshops were held, and risk reports were presented to the Executive Leadership Team on: <ul style="list-style-type: none"> 12 December 2023 13 February 2024



CORPORATE GOVERNANCE (CONTINUED)

Governance and Management Items	Date	Related Documentation
23 Performance reports (six-monthly reports of indicators measuring results against financial and non-financial performance, including the performance indicators referred to in section 98 the Act)	✓ 13/03/2024 25/03/2024	Performance Reporting indicator results (Local Government Performance Reporting Framework) half-year results were presented to the Audit and Risk Committee on 13 March 2024. Kingston's Council Plan Performance Report 6-monthly update was noted by Council on 25 March 2024. Kingston's Annual Report 2023-24 is estimated to be adopted by Council at the Council Meeting the 21 October 2024.
24 Annual report (annual report under sections 98, 99 & 100 of the Act containing a report of operations and audited financial and performance statements)	✓ 23/10/2023	The Annual Report 2022-23 was adopted at the Kingston Council Meeting on 23 October 2023 in accordance with Section 100 of the <i>Local Government Act 2020</i> . kingston.vic.gov.au/council/council-documents/plans-policies-and-reports/annual-report
25 Councillor Code of Conduct (code setting out the standards of conduct to be followed by Councillors and other matters)	✓ 22/02/2021	The Councillor Code of Conduct 2021 was adopted at the Kingston Council Meeting on 22 February 2021 in accordance with Section 139 of the <i>Local Government Act 2020</i> . kingston.vic.gov.au/council/council-documents/plans-policies-and-reports/councillor-code-of-conduct
26 Delegations (documents setting out the powers, duties and functions of Council and the Chief Executive Officer that have been delegated to members of staff)	✓ 26/04/2024	Kingston City Council's Instrument of Sub-Delegation by Chief Executive Officer (CEO) to Staff demonstrates Council's delegation of authority in accordance with section 11(7) of the Act and a register kept in accordance with sections 11(8) and 47(7) of the <i>Local Government Act 2020</i> . The Instrument of Sub-Delegation is dated 26 April 2024 and was made by the CEO under authority of an instrument of delegation authorised by Resolution of Council made on 25 March 2024. kingston.vic.gov.au/council/council-documents/plans-policies-and-reports/instrument-of-sub-delegation-by-the-ceo-to-staff
27 Meeting procedures (Governance Rules governing the conduct of meetings of Council and delegated committees)	✓ 26/03/2024	Kingston's Governance Rules were adopted on 26 March 2024 (in accordance with section 60 of the <i>Local Government Act 2020</i>) governing the conduct of meetings of Council and delegated committees. kingston.vic.gov.au/council/council-documents/plans-policies-and-reports/governance-rules

CERTIFICATION OF GOVERNANCE AND MANAGEMENT CHECKLIST

I certify that this information presents fairly the status of Council's governance and management arrangements.

Peter Bean
 Chief Executive Officer
 Date: 4 October 2024

Cr Jenna Davey-Burns
 Mayor
 Date: 4 October 2024



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STATUTORY INFORMATION

DOCUMENTS AVAILABLE FOR PUBLIC INSPECTION

Council is committed to ensuring that, where appropriate, members of the public can proactively and informally access information held by Council and that both our decision-making and operational processes are transparent.

A variety of information is publicly available on Council's website or informally by request, increasing transparency and helping reduce the need for the public to request access to documents under the *Freedom of Information Act 1982* (FOI Act).

The Part II Statement follows the public transparency principles contained in section 58 of the *Local Government Act 2020* and operates in conjunction with the Council's Public Transparency Policy. The Public Transparency Policy and the Part II statement are both available on our website kingston.vic.gov.au.

In accordance with the FOI Act, we publish a Part II Statement that provides an overview of our functions and a snapshot of the types of information and documents held by Council. The following documents are available to the public:

- Council Plan, strategies and policies
- agendas and minutes for council meetings (except for confidential items)
- a register of delegations and appointments made under the *Local Government Act 1989* and *Local Government Act 2020*
- list of donations and grants made by Council in the previous 12 months
- Council leases, permits and notices relating to building and occupancy
- process information for applications, complaints, approvals, permits, grants and access to services
- terms of reference or charters for advisory committees
- registers, including gifts, benefits and hospitality offered, travel undertaken and conflicts of interest disclosed by Councillors or Council staff (by inspection).

COMPLAINT RESOLUTION

Complaint handling is a core business for Council. As an organisation, we value complaints as a mechanism for understanding customer experience, identifying opportunities for improvement and remediating any negative perceptions of our organisation.

At Council, our Complaint Resolution Policy was reviewed to ensure compliance with the *Local Government Act 2020* and best practices developed by the Victorian Ombudsman. Council's Complaints Resolution Policy was adopted by Council in June 2024.

Our Complaints Resolution Policy outlines Council's process for:

- managing complaints made to Council, including investigation, communication, escalation and providing a resolution
- exercising discretion for Council to refuse to deal with a complaint where there is overriding legislation, such as the *Infringement Act 2006* (Vic)
- taking the next steps for either an internal review or external review options if the complainant remains dissatisfied with the outcome.

Our reporting mechanisms enable us to review and improve our processes more effectively and efficiently with a customer-centric approach.

Over the 2023–24 financial year, we recorded 849 complaints, with 61 per cent successfully resolved within our policy target of 10 business days.

INFORMATION PRIVACY

Council takes the handling and storing of personal information very seriously and are committed to protecting an individual's right to privacy. As such, we are committed to full compliance with the principles and legislative requirements under the *Privacy and Data Protection Act 2014* and *Health Records Act 2001*.

Council's Information Privacy Policy describes how we comply with the principles and legislative requirements concerning personal and health information about an individual that is collected, stored, used or disclosed by Council. A copy of Council's Information Privacy Policy is available on our website kingston.vic.gov.au.



Any person who has concerns about how Council has handled their personal information has the right to make a complaint to Council's Governance, Risk & Integrity department at info@kingston.vic.gov.au. Further complaints may be made to the Office of the Victorian Information Commissioner (OVIC) if they are unsatisfied with how we dealt with their concerns.

Council received complaints from seven individuals regarding breaches of privacy in 2023–24. All were resolved internally by Council and resulted in improvements to systems and processes.

FREEDOM OF INFORMATION

Under the Victorian *Freedom of Information Act 1982* (FOI Act), anyone has the right to request access to documents held by Council.

The term 'documents' covers a broad range of media, including any document, photos, videos, emails, and conversations via chat platforms and is not limited to final copies.

For enquiries about access to documents under the FOI Act, contact Council's FOI Officer at info@kingston.vic.gov.au. For more information visit kingston.vic.gov.au.

PUBLIC INTEREST DISCLOSURE

Council is committed to supporting those who speak up against serious improper conduct under the *Public Interest Disclosures Act 2012* (PID). We do not tolerate improper conduct or hurtful actions by the City of Kingston or its employees. A disclosure can relate to conduct or action that occurred in the past, is current, or may happen in the future.

Council has a responsibility under the PID to investigate suspected wrongdoing and take appropriate action. Council's Public Interest Disclosure procedure is a system for making disclosures of improper conduct or detrimental action by Council and its employees. The procedure outlines:

- how to report improper conduct or detrimental action by Council or its employees
- how reports are managed, assessed and notified to the Independent Broad-based Anti-corruption Commission (IBAC)
- welfare and support for individuals or groups who make a disclosure
- the protections afforded under the *Public Interest Disclosure Act*.

Improper conduct can be reported to our Public Interest Disclosure Coordinator on 1300 653 356 or by emailing pid@kingston.vic.gov.au.

Disclosures that relate to Councillors must be made directly to the IBAC.

No public interest disclosures made to Council during 2023–24 were required to be reported to IBAC, pursuant to the provisions of the PID.

ALL ABILITIES ACTION PLAN

Council endorsed Kingston's All Abilities Action Plan 2024–28 in June 2024. The action plan meets the requirements of the *Disability Act 2006*, and implementation is guided by our Access and Equity Advisory Committee. The action plan has four key priority areas:

1. Changing attitudes and caring communication
2. Healthy and active lifestyle
3. Getting around Kingston
4. Participating in the workforce.

Work to develop the All Abilities Action Plan was undertaken in 2023–24 through a co-design process. Co-design refers to a participatory approach to designing solutions in which community members are treated as equal collaborators in the design process.

Key actions implemented in 2023–24 to improve access and inclusion for people of all abilities include:

- **Mentone Lifesaving Club facility and precinct redevelopment** – Construction has been completed at the Mentone Lifesaving Club, including an accessible ramp to the beach and the observation deck. A Changing Places facility has also been built at the Mentone Lifesaving Club.
- **Sensory tent at Mordifest 2024** – A sensory tent offers a respite for those who may become overwhelmed by the sensory stimulation of the festivities. Equipped with soothing lighting, comfortable seating and calming ambience, it provided a sanctuary where individuals could regroup, recharge and rejoin the festival at their own pace.
- **Photovoice** – A photographer with disability was commissioned to capture images of individuals with disabilities and their carers in recognisable locations throughout Kingston. The project aimed to raise public awareness that people with disabilities live, work and socialise in Kingston just like everyone else. It highlighted the challenges faced by people with disabilities and offered a unique perspective through the lens of someone with a disability. The photographs were displayed at the Kingston Arts Centre during May 2024.



STATUTORY INFORMATION (CONTINUED)

- **Big Break 2023** – An annual festival of accessible arts, sport and culture. The 2023 program of events ran from 27 November to 8 December, celebrating International Day of People with a Disability with a range of activities. This included movie screenings, sensitive and AUSLAN storytime sessions, and an all-abilities basketball clinic in partnership with Chelsea & District Basketball Association and Basketball Victoria, come and try days for starfish nippers at Bonbeach Life Saving Club, free access to Waves for people with disability and their carers, and a fishing program at Patterson River.
- **Kingston website accessible parking update** – Accessible parking permit information was updated on our website to include FAQs addressing everything needed to apply for an accessible parking permit in Kingston.

DOMESTIC ANIMAL MANAGEMENT PLAN

In accordance with the *Domestic Animals Act 1994* Section 68a, Council is required to prepare a Domestic Animal Management Plan at four-year intervals and evaluate its implementation in the Annual Report.

Council adopted the Domestic Animal Management Plan 2021–25 in November 2021 following extensive research and community consultation. Initiatives implemented in 2023–24 included:

- a continued focus on animal registration processes, including the Pet Expo held in April 2024
- a review of existing Council orders, including the current cat curfew and mandatory desexing of dogs
- the development of a dog off-leash area policy
- additional patrols of Kingston reserves
- continued proactive education and the promotion of responsible pet ownership through comprehensive communications and engagement with pet owners
- continued delivery of our ongoing animal management compliance and enforcement work.

CHARTER OF HUMAN RIGHTS

The *Charter of Human Rights and Responsibilities Act 2006* (the Charter) is a Victorian law that details the basic rights, freedoms and responsibilities of all people in Victoria. All public authorities and governments are obligated to act in accordance with the Charter.

The Charter ensures that the values of freedom, equality, compassion and dignity influence our decisions and actions.

At Council, we consider the 20 civil and political rights established by the Charter when developing our policies through a compulsory section in the template. As well as ensuring we deliver services that act compatibly with human rights and consider human rights in our decision-making.

Council is committed to creating a fair, equitable and inclusive community where human rights are respected, participation is facilitated, barriers are addressed, and diversity is celebrated. This can be seen in the priorities of our Council Plan 2021–25 and Municipal Public Health and Wellbeing Plan 2021–25.

FOOD ACT - MINISTERIAL DIRECTION

In accordance with section 7E of the *Food Act 1984*, Council is required to publish a summary of any Ministerial Directions received during the financial year in its annual report. Council received no such Ministerial Directions during the financial year.

ROAD MANAGEMENT ACT - MINISTERIAL DIRECTION

In accordance with section 22 of the *Road Management Act 2004*, a Council must publish a copy or summary of any Ministerial direction in its annual report. Council received no such Ministerial directions during the financial year.

LOCAL LAWS DISCLOSURE

Under the Act, Council has the authority to create and enforce local laws. Local laws are made in consultation with the community to protect Kingston's public health, safety and amenity.

The Community Local Law is being reviewed and updated to cater for changes brought about by the *Local Government Act 2020* and to ensure that it is consistent with current legislation.

INFRASTRUCTURE AND DEVELOPMENT CONTRIBUTIONS

In accordance with sections 46GM and 46QD of the *Planning and Environment Act 1987*, a Council that is a collecting or development agency must prepare and give a report to the Minister for Planning on infrastructure and development contributions, including levies and works in kind. The report must be published in a council's annual report.

The Development Contributions Overlay has not been applied within Kingston, and no development contribution plans have been prepared. Infrastructure contributions within new developments have historically been secured through Section 173 Agreements and the like.

Currently, therefore, Council is not obligated to report back to the Minister for Planning under Sections 46GM or 46QD of the Act.



CONTRACTS

The following contracts entered during 2023–24 were within the threshold amounts, where a tender or expression of interest process is required under Council's Procurement Policy. They all underwent a tender or expression of interest process.

Contract number	Contract name	Value	Contractor
CON-24/007	Sportsground Renewal Program - Southern Road Reserve	\$818,340	Evergreen Turf Group Pty Ltd
CON23/157	FCC Food Supplies	\$615,000	PFD Food Services Pty Ltd
CON-23/142	Beauty Spot Memorial Park Upgrade	\$728,153	LJM Construction (Aust) Pty Ltd
CON-23/125	Road Reconstruction and Drainage Upgrade, 100 Lochiel Avenue to 111 Kinross Avenue, Edithvale	\$2,777,252	V Crete Contractors Pty Ltd
CON-23/120	Wells Road, Patterson Lakes (740 Wells Road to Patterson River) Access Road Reconstruction	\$349,500	Delfino Paving Company Pty Ltd
CON-23/119	Cochranes Road, Moorabbin (south side, 42–64) Drain Renewal	\$463,321	V Crete Contractors Pty Ltd
CON-23/108	Brownfield Street Reserve and McDonald-Healy Reserve Play Space Upgrades	\$655,233	Sustainable Landscaping Pty Ltd
CON-23/102	Chelsea Bicentennial Park Netball Court Upgrade & Associated Works	\$2,173,117	Contek Constructions Pty Ltd
CON-23/101	Non-Standard (Decorative) Lighting Installation Works	\$322,011	Electrix Pty Ltd
CON-23/100	Signage and Street Furniture Maintenance – Panel	\$1,100,000	Summerhill Maintenance Services & Artcraft Pty Ltd
CON-23/089	Recruitment, Onboarding and Learning Management System	\$785,582	Pageup People Limited
CON-23/082	BBQ & Picnic Amenities Cleaning Services	\$916,238	Alpha Corporate Property Services Pty Ltd
CON-23/081	Public Toilet Cleaning Services	\$2,576,611	Alpha Corporate Property Services Pty Ltd
CON-23/080	Chelsea Recreation Reserve Irrigation Renewal	\$200,281	Aqualines Irrigation
CON-23/078	Sherwood Avenue Flood Mitigation, Bicentennial Park, Chelsea – Stage 2	\$1,369,115	Entracon Civil Pty Ltd
CON-23/073	Provision of Non-Standard (Decorative) and Standard Street Lights – Purchase Goods	\$468,050	Schreder Australia Pty Ltd
CON-23/060	Mentone LSC Playground Upgrade	\$520,000	Yellowstone Landscaping Pty Ltd
CON-23/043	Stormwater Drain Repair Services Panel	\$2,200,000	Scope Building Projects Pty Ltd Paper Street Pty Ltd
CON-23/042	Renewal Modelling Software	\$510,385	Brightly Software Australia Pty Ltd
CON-22/123	Concrete Paving and Kerb & Channel Works Panel	\$6,572,500	Morisons Concreting Pty Ltd Paper Street Pty Ltd Future Civil Group Pty Ltd
CON-22/108	Chelsea Little Athletics Upgrades	\$753,066	Apex Civil Constructions Pty Ltd
CON-22/103	Provision of Multi-Functional Devices	\$518,068	Toshiba (Australia) Pty Ltd
CON-22/074	Internet & Data services	\$1,903,473	Logicalis Australia Pty Ltd
CON-22/014	Root Pruning & Foot Path Reinstatement	\$3,500,000	Citywide Service Solutions Pty Ltd Dianabelle Pty Ltd Arbortrust Pty Ltd



OUR PERFORMANCE STATEMENT



PERFORMANCE STATEMENT

FOR THE YEAR ENDED 30 JUNE 2024

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CERTIFICATION OF THE PERFORMANCE STATEMENT

In my opinion, the accompanying performance statement has been prepared in accordance with the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020*.

Bernard Rohan FCPA, B.Bus (Acc)
Principal Accounting Officer

Dated: 4 October 2024

In our opinion, the accompanying performance statement of the Kingston City Council for the year ended 30 June 2024 presents fairly the results of council's performance in accordance with the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020*.

The performance statement contains the relevant performance indicators, measures and results in relation to service performance, financial performance and sustainable capacity.

At the date of signing, we are not aware of any circumstances that would render any particulars in the performance statement to be misleading or inaccurate.

We have been authorised by the council and by the *Local Government (Planning and Reporting) Regulations 2020* to certify this performance statement in its final form.

Cr Jenna Davey-Burns
Mayor

Dated: 4 October 2024

Cr Georgina Oxley
Councillor

Dated: 4 October 2024

Peter Bean
Chief Executive Officer

Dated: 4 October 2024



VICTORIAN AUDITOR-GENERAL'S OFFICE

AUDIT REPORT



Victorian Auditor-General's Office

Independent Auditor's Report

To the Councillors of Kingston City Council

Opinion	<p>I have audited the accompanying performance statement of Kingston City Council (the council) which comprises the:</p> <ul style="list-style-type: none">• description of municipality for the year ended 30 June 2024• service performance indicators for the year ended 30 June 2024• financial performance indicators for the year ended 30 June 2024• sustainable capacity indicators for the year ended 30 June 2024• notes to the accounts• certification of the performance statement. <p>In my opinion, the performance statement of Kingston City Council in respect of the year ended 30 June 2024 presents fairly, in all material respects, in accordance with the performance reporting requirements of Part 4 of the <i>Local Government Act 2020</i> and Local Government (Planning and Reporting) Regulations 2020.</p>
Basis for Opinion	<p>I have conducted my audit in accordance with the <i>Audit Act 1994</i> which incorporates the Australian Standards on Assurance Engagements. I further describe my responsibilities under that Act and those standards in the <i>Auditor's Responsibilities for the Audit of the performance statement</i> section of my report.</p> <p>My independence is established by the <i>Constitution Act 1975</i>. My staff and I are independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 <i>Code of Ethics for Professional Accountants</i> (the Code) that are relevant to my audit of the performance statement in Victoria. My staff and I have also fulfilled our other ethical responsibilities in accordance with the Code.</p> <p>I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.</p>
Councillors' responsibilities for the performance statement	<p>The Councillors are responsible for the preparation and fair presentation of the performance statement in accordance with the performance reporting requirements of the <i>Local Government Act 2020</i> and Local Government (Planning and Reporting) Regulations 2020 and for such internal control as the Councillors determines is necessary to enable the preparation and fair presentation of a performance statement that is free from material misstatement, whether due to fraud or error.</p>

Level 31 / 35 Collins Street, Melbourne Vic 3000
T 03 8601 7000 enquiries@audit.vic.gov.au www.audit.vic.gov.au

VICTORIAN AUDITOR-GENERAL'S OFFICE **AUDIT REPORT** (CONTINUED)**Auditor's
responsibilities
for the audit of
the performance
statement**

As required by the *Audit Act 1994*, my responsibility is to express an opinion on the performance statement based on the audit. My objectives for the audit are to obtain reasonable assurance about whether the performance statement as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Standards on Assurance Engagements will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of users taken on the basis of this performance statement. As part of an audit in accordance with the Australian Standards on Assurance Engagements, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- identify and assess the risks of material misstatement of the performance statement, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the council's internal control
- evaluate the overall presentation, structure and content of the performance statement, including the disclosures, and whether performance statement represents the underlying events and results in a manner that achieves fair presentation.

I communicate with the Councillors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

MELBOURNE
8 October 2024

Travis Derricott
as delegate for the Auditor-General of Victoria



PERFORMANCE STATEMENT

FOR THE YEAR ENDED 30 JUNE 2024

DESCRIPTION OF MUNICIPALITY

The City of Kingston is located in the middle and outer southern suburbs of Melbourne, approximately 20 kilometres south-east of the Melbourne CBD. Kingston covers an area of 91 square kilometres, including significant areas of foreshore. Every suburb offers something different, from diverse businesses, housing, community facilities, shops and restaurants to beaches and bushland. Our city is also home to 117 playgrounds, as well as parks, and reserves, including significant green spaces such as Bicentennial Park in Chelsea, Kingston Heath in Cheltenham, and Grange Reserve in Clayton South.

Kingston is recognised as one of Victoria's main employment centres and largest industrial sectors, with more than 90,000 people employed across 18,281 businesses. Almost 30 per cent of our community work locally and can enjoy shorter travel times and an improved work-life balance.

Community and business networks play an important role in linking and supporting local businesses. Kingston's shopping amenities range from local neighbourhood shops and friendly village strips to Southland Shopping Centre, DFO Moorabbin and major activities centres in Moorabbin, Cheltenham, Mentone, Mordialloc and Chelsea.

Our community facilities are located across the municipality, providing libraries, arts centres, community hubs, neighbourhood houses, and early years services to residents, workers and visitors. A diverse range of community groups, programs and services are also available to our community.

We have a diverse community with an estimated resident population of 163,724 people spanning a wide range of ages, cultures, and household types. Our community is consistently growing, and by 2041, Kingston's population is expected to reach 195,819 people and 82,982 dwellings. Consistent with national trends, Kingston's oldest residents comprise the fastest-growing population group in the municipality.

Kingston is a culturally diverse city with residents from over 106 countries and more than 84 languages spoken. About 30 per cent of Kingston's population was born overseas – including in the United Kingdom, Greece, China, Italy, Vietnam, Sri Lanka, and India – with 26 per cent speaking a language other than English at home. We also had 723 community members identifying as Aboriginal and Torres Strait Islander in 2021. People who need assistance due to a disability make up 6 per cent of our population, and 32 per cent report having at least one long-term chronic health condition.

Kingston's suburbs include Aspendale, Aspendale Gardens, Bonbeach, Braeside, Carrum, Chelsea, Chelsea Heights, Cheltenham, Clarinda, Clayton South, Dingley Village, Edithvale, Heatherton, Highett, Mentone, Moorabbin, Moorabbin Airport, Mordialloc, Oakleigh South, Parkdale, Patterson Lakes, and Waterways.

Overview of 2024

Council continues to closely monitor the current economic environment to ensure that inflation pressures, interest rates, rental challenges and the increasing cost of materials are considered and planned for in delivering services and capital projects.

These challenges are not only impacting our capacity to provide services but is also, unfortunately, placing significant cost of living pressures on our community and their capacity to manage personal financial hardship. The increased cost of housing in both the purchase and rental markets is impacting low-to-medium-income earners living in the municipality. This is contributing to significant pressure on welfare and support organisations to meet the increasing demands of our community's needs.

We are continuing to provide critical services to our community and will continue working with individual ratepayers on payment arrangements and other support options in these difficult times.

PERFORMANCE **STATEMENT** (CONTINUED)**SERVICE PERFORMANCE INDICATORS**

For the year ended 30 June 2024

Service / Indicator / measure [formula]	Results				Actual	Comments
	2021	2022	2023	2024		
	Actual	Actual	Actual	Target as per budget		
Aquatic Facilities						
Utilisation						
Utilisation of aquatic facilities [Number of visits to aquatic facilities / Municipal population]	1.73	2.60	3.76	N/A	4.02	The City of Kingston's Waves Leisure Centre had 657,843 visits by community members during 2023-24, which is four visits per head of municipal population. The use of our aquatic facilities continues to increase, with strong attendance across all programs, including Learn to Swim, group fitness classes and gym usage.



Service / Indicator / measure [formula]	Results					Comments
	2021	2022	2023	2024		
	Actual	Actual	Actual	Target as per budget		
Animal Management						
Health and safety						
Animal management prosecutions [Number of successful animal management prosecutions / Number of animal management prosecutions] x 100	100.00%	100.00%	100.00%	N/A	79.17%	The City of Kingston investigates all issues under the <i>Domestic Animals Act 1994</i> , and initiates legal proceedings for animal-related offences, including dog attacks, to safeguard and protect the community and to enhance compliance. Where appropriate, Council plays a proactive role to directly resolve animal-related complaints or incidents with the involved parties. In 2023-24, the number of prosecutions more than doubled, with the majority of animal management prosecutions being successful. Four of the matters listed to be heard were withdrawn in court due to compliance with existing court orders or through alternate dispute resolution. These are treated as 'unsuccessful prosecutions' even though compliance has been achieved without prosecution. This result is within the range expected by Council.



PERFORMANCE STATEMENT (CONTINUED)

Service / Indicator / measure [formula]	Results				Target as per budget	Actual	Comments
	2021	2022	2023	2024			
	Actual	Actual	Actual				
Food Safety							
Health and safety							
Critical and major non-compliance outcome notifications [Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises] x 100	100.00%	94.22%	96.76%	N/A	100.00%		The City of Kingston prioritises food safety and ensured that any high-risk issues identified during an assessment were attended to immediately, and action taken to remove or reduce the risk. There was a total of 251 critical and major non-compliance outcome notifications about food premises, all of which were followed up. The result has improved compared to the previous year and is within the range expected by Council.
Governance							
Satisfaction							
Satisfaction with community consultation and engagement [Community satisfaction rating out of 100 with how Council has performed on community consultation and engagement]	60.00	59.00	56.00	59.00	58.00		The City of Kingston continues to work hard to improve community consultation and engagement, including Your Kingston Your Say and engagement with our Community Representative Panel. Council has improved by two index points from last year, which is two index points higher than the metropolitan average and seven index points higher than the state average. This rating is sourced from the annual Community Satisfaction Survey conducted by an independent research company on behalf of the Victorian Government. This result remains within the range set by Council in its 2023-24 Budget.



Service / Indicator / measure [formula]	Results				Target as per budget	Actual	Comments
	2021	2022	2023	2024			
	Actual	Actual	Actual				
Libraries							
Participation							
Library membership [Number of registered library members / Population] x 100	N/A	N/A	N/A	N/A	25.40%		The City of Kingston library service continues to have significant reach within the Kingston community. Just over 25 per cent of the current municipal population have been active library users within the past three years. This indicator is new for the 2023-24 financial year.
Maternal and Child Health (MCH)							
Participation							
Participation in the MCH service [Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x 100	74.31%	74.54%	79.60%	N/A	75.75%		The City of Kingston is committed to providing high quality MCH services. This result sees a decrease when compared to the 2022-23 financial year, which has been affected by a shortage of relieving MCH nurses. This result remains in the range set by Council.
Participation in the MCH service by Aboriginal children [Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x 100	84.85%	72.92%	83.48%	N/A	86.89%		The City of Kingston continues to maintain its high level of engagement with our First Nation families with young children. This result remains in the range set by Council.



PERFORMANCE STATEMENT (CONTINUED)

Service / Indicator / measure [formula]	Results				Actual	Comments
	2021	2022	2023	2024		
	Actual	Actual	Actual	Target as per budget		
Roads						
Condition						
Sealed local roads below the intervention level [Number of kilometres of sealed local roads below the renewal intervention level set by Council / Kilometres of sealed local roads] x 100	98.64%	98.72%	98.81%	96.55%	98.97%	The City of Kingston continues to invest in the local road network to ensure it does not deteriorate. Maintenance works undertaken in 2023-24 ensured that our road network is in good condition and above renewal intervention levels. This result is within the range expected by Council.
Statutory Planning						
Service Standard						
Planning applications decided within the relevant required time [(Number of regular planning application decisions made within 60 days) + (Number of VicSmart planning application decisions made within 10 days) / Number of planning application decisions made] x 100	64.80%	58.59%	55.66%	60.00%	69.61%	The City of Kingston is committed to working with applicants and objectors to achieve quality outcomes in planning application decisions. The percentage of planning applications decided within required statutory timeframes increased significantly compared to the previous year. This improvement is attributed to a decrease in the number of planning applications following the recent downturn in the building industry. This result is within the range expected by Council in its 2023-24 Budget.



Service / Indicator / measure [formula]	Results				Actual	Comments
	2021	2022	2023	2024		
	Actual	Actual	Actual	Target as per budget		
Waste Management						
Waste diversion						
Kerbside collection waste diverted from landfill	56.53%	55.28%	55.16%	55.83%	54.20%	The City of Kingston continues to encourage the diversion of waste from landfills with an efficient kerbside recycling and green organics collection service. The quantity of kerbside waste diverted from landfills has declined slightly compared to the previous year due to the implementation of the Container Deposit Scheme, which reduced the amount collected through recycling bins. Kingston continues to offer a soft plastics collection service at several locations to encourage more recycling. This result is within the range we expected in its 2023-24 Budget.
[Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x 100						



PERFORMANCE STATEMENT (CONTINUED)

FINANCIAL PERFORMANCE INDICATORS

For the year ended 30 June 2024

	2021	2022	2023	2024	
Dimension / indicator / measure [formula]	Actual	Actual	Actual	Target as per budget	Actual
Efficiency					
Expenditure level					
Expenses per property assessment	\$2,753.62	\$2,900.54	\$3,176.58	\$3,423.00	\$3,388.40
[Total expenses / Number of property assessments]					
Revenue level					
Average rate per property assessment	\$1,767.84	\$1,796.98	\$1,825.99	\$1,882.47	\$1,870.64
[Sum of all general rates and municipal charges / Number of property assessments]					
Liquidity					
Working capital					
Current assets compared to current liabilities	238.03%	195.22%	235.35%	166.60%	209.01%
[Current assets / Current liabilities] x 100					
Unrestricted cash					
Unrestricted cash compared to current liabilities	195.50%	151.53%	184.60%	74.80%	132.49%
[Unrestricted cash / Current liabilities] x 100					
Obligations					
Loans and borrowings					
Loans and borrowings compared to rates	0.48%	0.00%	0.00%	0.00%	0.00%
[Interest bearing loans and borrowings / Rate revenue] x 100					
Loans and borrowings repayments compared to rates	1.00%	0.45%	0.00%	0.00%	0.00%
[Interest and principal repayments on interest-bearing loans and borrowings / Rate revenue] x 100					



2025	2026	2027	2028	
Forecast	Forecast	Forecast	Forecast	Material Variations and Comments
\$3,598.37	\$3,726.65	\$3,842.80	\$3,892.16	There is a year-on-year growth in expenditure due to inflationary pressures, hence Council expects this indicator to continue to increase in future years.
\$1,939.23	\$1,984.05	\$2,030.20	\$2,077.62	This indicator has been consistent over the three-year period. The forecast trend is for this indicator to remain around the same level with a slight increase each year. Kingston is compliant with the State Government's Rate Cap each year.
211.17%	186.13%	177.86%	185.06%	This indicator has decreased from last year due to a decrease in current assets (specifically in other financial assets being term deposits). Council anticipates this indicator will reduce in future years as it utilises its cash holdings to fund its capital works program.
156.31%	131.84%	123.25%	129.98%	This indicator has decreased from 2022-23 due to a decrease in cash resulting from non-receipt of Financial Assistance Grants in 2023-24. The unrestricted cash is forecast to reduce over the period to 2027-28 as Council utilises cash reserves to fund its extensive capital works program. Indicators for 2025-28 are reforecast from the 2024-25 Budget.
15.77%	30.13%	28.35%	26.58%	The indicator is in line with budget expectations as Kingston had no debt in 2023-24. Borrowing is anticipated in 2024-25 and 2025-26, to fund the planned new Aquatic Facility. Indicators for 2025-28 are reforecast from the 2024-25 Budget.
1.45%	2.81%	2.72%	2.64%	The indicator is in line with budget expectations as Kingston had no debt in 2023-24. Borrowing is anticipated in 2024-25 and 2025-26, to fund the planned new Aquatic Facility. Indicators for 2025-28 are reforecast from the 2024-25 Budget.

PERFORMANCE **STATEMENT** (CONTINUED)

	2021	2022	2023	2024	
Dimension / indicator / measure [formula]	Actual	Actual	Actual	Target as per budget	Actual
Indebtedness					
Non-current liabilities compared to own source revenue	6.85%	5.76%	5.38%	3.80%	5.14%
[Non-current liabilities / Own source revenue] x 100					
Asset renewal and upgrade					
Asset renewal and upgrade compared to depreciation	101.21%	114.91%	111.10%	92.70%	126.86%
[Asset renewal and upgrade expense / Asset depreciation] x 100					
Operating position					
Adjusted underlying result					
Adjusted underlying surplus (or deficit)	6.10%	9.12%	6.03%	-2.60%	-1.92%
[Adjusted underlying surplus (deficit) / Adjusted underlying revenue] x 100					
Stability					
Rates concentration					
Rates compared to adjusted underlying revenue	64.32%	63.75%	61.13%	56.40%	64.02%
[Rate revenue / Adjusted underlying revenue] x 100					
Rates effort					
Rates compared to property values	0.22%	0.23%	0.20%	0.19%	0.21%
[Rate revenue / Capital improved value of rateable properties in the municipality] x 100					



2025	2026	2027	2028	
Forecast	Forecast	Forecast	Forecast	Material Variations and Comments
17.38%	28.80%	26.51%	24.71%	This indicator has decreased slightly in 2023-24 as Council's own revenue has increased in other income with similar Non-Current Liabilities. A large increase is forecast in 2024-25 when Council plans to increase its borrowings to fund the new Aquatic Facility.
128.90%	136.84%	85.22%	78.11%	This indicator has increased in 2023-24 in line with increased capital expenditure spend and a higher proportion of renewal works. This indicator is anticipated to increase in the next two years where major works are being proposed. Asset renewal works beyond this timeframe will be subject to future budget processes.
-4.19%	-6.51%	-5.89%	-4.61%	The result has decreased in 2023-24 with growth in expenses above the level of growth in revenue from rates, user fees, statutory fees and fines and operating grants. This is due to the challenging economic environment and inflationary pressures. The result has been better than target/budget of -2.60%. The forecast trend going forward is continuing growth in expenses above the level of growth in revenue from rates, user fees, statutory fees and fines and operating grants, contributing to underlying result remaining a deficit and this outcome will be reviewed and sought to be improved in future budget processes. Indicators for 2025-28 are reforecast from the 2024-25 Budget.
63.92%	64.48%	63.56%	63.37%	The indicator has increased in 2023-24 with revenue varying for some services in this financial year. The forecast trend is for this indicator to remain relatively consistent. Indicators for 2025-28 are reforecast from the 2024-25 Budget.
0.22%	0.22%	0.23%	0.23%	This indicator is consistent with the forecast. The forecast trend moving forward is for this indicator to gradually increase, as both rate revenue and the CIV gradually increase over time.



PERFORMANCE STATEMENT (CONTINUED)

SUSTAINABLE CAPACITY INDICATORS

For the year ended 30 June 2024

Indicator / measure [formula]	Results				Material Variations and Comments
	2021	2022	2023	2024	
	Actual	Actual	Actual	Actual	
Population					
Expenses per head of municipal population [Total expenses / Municipal population]	\$1,249.04	\$1,388.42	\$1,529.77	\$1,621.70	This result is consistent with budget expectations. It is forecast to increase in future years, in line with growth in expenditure due to inflationary pressures.
Infrastructure per head of municipal population [Value of infrastructure / Municipal population]	\$6,467.16	\$7,405.53	\$8,112.26	\$9,169.75	The result is consistent with budget expectations and has risen from the previous year due to Council's increased investment in its strong capital works program and the effect of the revaluation of infrastructure assets
Population density per length of road [Municipal population / Kilometres of local roads]	277.16	258.12	258.67	264.84	The result demonstrates a consistent population density as Kingston's population increases when compared to an already established road network.
Own-source revenue					
Own-source revenue per head of municipal population [Own-source revenue / Municipal population]	\$1,008.54	\$1,177.91	\$1,219.90	\$1,265.15	Council's own source revenue is continuing to increase (rates, user fees, other income), and the trend indicates this will continue.
Recurrent grants					
Recurrent grants per head of municipal population [Recurrent grants / Municipal population]	\$261.69	\$282.60	\$348.30	\$325.39	The result is in line with expectations and reflects a continued strong level of operating grants being received by Council particularly in aged care and childcare.
Disadvantage					
Relative Socio-Economic Disadvantage [Index of Relative Socio-Economic Disadvantage by decile]	9.00	9.00	9.00	9.00	The result reflects a relatively low level of socio-economic disadvantage within Kingston's diverse communities.
Workforce turnover					
Percentage of staff turnover [Number of permanent staff resignations and terminations / Average number of permanent staff for the financial year] x 100	10.0%	16.5%	16.9%	16.0%	The result highlights a decrease in staff turnover from the previous year, and the forecast is that the trend will continue at the similar level over coming years.



NOTES TO THE ACCOUNTS

BASIS OF PREPARATION

Council is required to prepare and include a performance statement within its annual report. The performance statement includes the results of the prescribed, service performance, financial performance and sustainable capacity indicators and measures together with a description of the municipal district, an explanation of material variations in the results and notes to the accounts. This statement has been prepared to meet the requirements of the *Local Government Act 2020* and *Local Government (Planning and Reporting) Regulations 2020*.

Where applicable, the results in the performance statement have been prepared on accounting bases consistent with those reported in the Financial Statements. The other results are based on information drawn from council information systems or from third parties (e.g., Australian Bureau of Statistics or the Council's satisfaction survey provider).

The performance statement presents the actual results for the current year and the previous three years, along with the current year's target, if mandated by the *Local Government (Planning and Reporting) Regulations 2020*. Additionally, for the prescribed financial performance indicators and measures, the performance statement includes the target budget for the current year and the results forecast for the period 2024-25 to 2027-28 by the council's financial plan.

The *Local Government (Planning and Reporting) Regulations 2020* requires explanation of any material variations in the results contained in the performance statement. Council has adopted materiality thresholds relevant to each indicator and measure and explanations have not been provided for variations below the materiality thresholds unless the variance is considered to be material because of its nature.

DEFINITIONS

Key term	Definition
Aboriginal children	means a child who is an Aboriginal person
Aboriginal person	has the same meaning as in the <i>Aboriginal Heritage Act 2006</i>
Adjusted underlying revenue	means total income other than: <ul style="list-style-type: none">• non-recurrent grants used to fund capital expenditure; and• non-monetary asset contributions; and• contributions to fund capital expenditure from sources other than those referred to above
Adjusted underlying surplus (or deficit)	means adjusted underlying revenue less total expenditure
Annual report	means an annual report prepared by a council under section 98 of the Act
Asset renewal expenditure	means expenditure on an existing asset or on replacing an existing asset that returns the service capability of the asset to its original capability
Asset upgrade expenditure	means expenditure that – (a) enhances an existing asset to provide a higher level of service; or (b) extends the life of the asset beyond its original life
Critical non-compliance outcome notification	means a notification received by council under section 19N(3) or (4) of the <i>Food Act 1984</i> , or advice given to council by an authorised officer under that Act, of a deficiency that poses an immediate serious threat to public health
Current assets	has the same meaning as in the Australian Accounting Standards
Current liabilities	has the same meaning as in the Australian Accounting Standards
Food premises	has the same meaning as in the <i>Food Act 1984</i>
Intervention level	means the level set for the condition of a road beyond which a council will not allow the road to deteriorate and will need to intervene

PERFORMANCE **STATEMENT** (CONTINUED)

Key term	Definition
Local road	means a sealed or unsealed road for which the council is the responsible road authority under the <i>Road Management Act 2004</i>
Major non-compliance outcome notification	means a notification received by a council under section 19N(3) or (4) of the <i>Food Act 1984</i> , or advice given to council by an authorised officer under that Act, of a deficiency that does not pose an immediate serious threat to public health but may do so if no remedial action is taken
MCH	means the Maternal and Child Health Service provided by a council to support the health and development of children within the municipality from birth until school age
Non-current liabilities	means all liabilities other than current liabilities
Own-source revenue	means adjusted underlying revenue other than revenue that is not under the control of council (including government grants)
Population	means the resident population estimated by council
Rate revenue	means revenue from general rates, municipal charges, service rates and service charges
Relative socio-economic disadvantage	in relation to a municipal district, means the relative socio-economic disadvantage, expressed as a decile for the relevant financial year, of the area in which the municipal district is located according to the Index of Relative Socio-Economic Disadvantage of SEIFA
Restricted cash	means cash, cash equivalents and financial assets, within the meaning of the Australian Accounting Standards, not available for use other than for a purpose for which it is restricted, and includes cash to be used to fund capital works expenditure from the previous financial year
SEIFA	means the Socio-Economic Indexes for Areas published from time to time by the Australian Bureau of Statistics on its Internet website
Unrestricted cash	means all cash and cash equivalents other than restricted cash



WELCOME

YOUR
CITY

YEAR IN
REVIEW

OUR
PERFORMANCE

OUR
ORGANISATION

OUR
GOVERNANCE

STATUTORY
INFORMATION

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STATEMENT

**FINANCIAL
REPORT**

OUR **FINANCIAL REPORT**

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ANNUAL FINANCIAL REPORT

FOR THE YEAR ENDED 30 JUNE 2024

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CERTIFICATION OF THE FINANCIAL STATEMENTS

In my opinion the accompanying financial statements have been prepared in accordance with the *Local Government Act 2020*, the *Local Government (Planning and Reporting) Regulations 2020*, the Australian Accounting Standards and other mandatory professional reporting requirements.

Bernard Rohan FCPA, B.Bus (Acc)
Principal Accounting Officer

Dated: 4 October 2024

Location: Cheltenham, Victoria

In our opinion, the accompanying financial statements present fairly the financial transactions of the Kingston City Council for the year ended 30 June 2024 and the financial position of the Council as at that date.

At the date of signing, we are not aware of any circumstances that would render any particulars in the financial statements to be misleading or inaccurate.

We have been authorised by the Council and by the *Local Government (Planning and Reporting) Regulations 2020* to certify the financial statements in their final form.

Cr Jenna Davey-Burns
Mayor

Dated: 4 October 2024

Location: Cheltenham, Victoria

Cr Georgina Oxley
Councillor

Dated: 4 October 2024

Location: Cheltenham, Victoria

Peter Bean
Chief Executive Officer

Dated: 4 October 2024

Location: Cheltenham, Victoria



ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2024 (CONTINUED)

VICTORIAN AUDITOR-GENERAL'S REPORT



Independent Auditor's Report

To the Councillors of Kingston City Council

Opinion	<p>I have audited the financial report of Kingston City Council (the council) which comprises the:</p> <ul style="list-style-type: none">• balance sheet as at 30 June 2024• comprehensive income statement for the year then ended• statement of changes in equity for the year then ended• statement of cash flows for the year then ended• statement of capital works for the year then ended• notes to the financial statements, including material accounting policy information• certification of the financial statements. <p>In my opinion the financial report presents fairly, in all material respects, the financial position of the council as at 30 June 2024 and their financial performance and cash flows for the year then ended in accordance with the financial reporting requirements of Part 4 of the <i>Local Government Act 2020</i>, the Local Government (Planning and Reporting) Regulations 2020 and applicable Australian Accounting Standards.</p>
Basis for Opinion	<p>I have conducted my audit in accordance with the <i>Audit Act 1994</i> which incorporates the Australian Auditing Standards. I further describe my responsibilities under that Act and those standards in the <i>Auditor's Responsibilities for the Audit of the Financial Report</i> section of my report.</p> <p>My independence is established by the <i>Constitution Act 1975</i>. My staff and I are independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's <i>APES 110 Code of Ethics for Professional Accountants</i> (the Code) that are relevant to my audit of the financial report in Victoria. My staff and I have also fulfilled our other ethical responsibilities in accordance with the Code.</p> <p>I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.</p>
Councillors' responsibilities for the financial report	<p>The Councillors of the council are responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards, the <i>Local Government Act 2020</i> and the Local Government (Planning and Reporting) Regulations 2020, and for such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.</p> <p>In preparing the financial report, the Councillors are responsible for assessing the council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless it is inappropriate to do so.</p>

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T 03 8601 7000 enquiries@audit.vic.gov.au www.audit.vic.gov.au

**Auditor's
responsibilities
for the audit of
the financial
report**

As required by the *Audit Act 1994*, my responsibility is to express an opinion on the financial report based on the audit. My objectives for the audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the council's internal control
- evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Councillors
- conclude on the appropriateness of the Councillors' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the council's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the council to cease to continue as a going concern.
- evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the Councillors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

MELBOURNE
8 October 2024

Travis Derricott
as delegate for the Auditor-General of Victoria



FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2024

COMPREHENSIVE INCOME STATEMENT

FOR THE YEAR ENDED 30 JUNE 2024

	Note	2024 \$'000	2023 \$'000
Income / Revenue			
Rates and charges	3.1	166,839	159,181
Statutory fees and fines	3.2	9,313	8,403
User fees	3.3	22,546	21,615
Grants – operating	3.4	52,565	55,034
Grants – capital	3.4	9,577	18,776
Contributions – monetary	3.5	6,797	8,466
Contributions – non monetary	3.5	3,413	-
Net gain on disposal of property, infrastructure, plant and equipment	3.6	49	76
Other income	3.7	8,389	5,797
Total income / revenue		279,488	277,348
Expenses			
Employee costs	4.1	113,611	103,803
Materials and services	4.2	111,013	101,172
Depreciation	4.3	37,881	34,399
Amortisation – intangible assets	4.4	210	300
Depreciation – right of use assets	4.5	1,248	1,148
Allowance for impairment losses	4.6	104	323
Finance costs – leases	4.8	469	445
Other expenses	4.9	714	724
Net loss on disposal of property, infrastructure, plant and equipment	3.6	262	2,289
Total expenses		265,512	244,603
Surplus for the year		13,976	32,745
Other comprehensive income			
Items that will not be reclassified to surplus or deficit in future periods:			
Net asset revaluation gain/(loss)	6.2, 9.1(a)	122,804	(217,814)
Total other comprehensive income		122,804	(217,814)
Total comprehensive result		136,780	(185,069)

The above comprehensive income statement should be read in conjunction with the accompanying notes.



BALANCE SHEET

AS AT 30 JUNE 2024

	Note	2024 \$'000	2023 \$'000
Assets			
Current assets			
Cash and cash equivalents	5.1	17,416	19,154
Trade and other receivables	5.1	21,066	18,882
Other financial assets	5.1	90,805	122,127
Prepayments	5.2	560	859
Non-current assets classified as held for sale	6.1	-	1,910
Other assets	5.2	6,368	2,665
Total current assets		136,215	165,597
Non-current assets			
Property, infrastructure, plant and equipment	6.2	2,955,974	2,795,646
Right-of-use assets	5.8	8,996	8,723
Investment property	6.3	4,704	4,437
Intangible assets	5.2	831	555
Other assets	5.2	250	250
Total non-current assets		2,970,755	2,809,611
Total assets		3,106,970	2,975,208
Liabilities			
Current liabilities			
Trade and other payables	5.3	24,041	26,942
Trust funds and deposits	5.3	11,590	11,413
Contract and other liabilities	5.3	6,673	8,378
Provisions	5.5	21,921	22,818
Lease liabilities	5.8	948	802
Total current liabilities		65,173	70,353
Non-current liabilities			
Provisions	5.5	1,802	1,885
Lease liabilities	5.8	8,849	8,604
Total non-current liabilities		10,651	10,489
Total liabilities		75,824	80,842
Net assets		3,031,146	2,894,366
Equity			
Accumulated surplus		1,519,844	1,506,008
Asset revaluation reserve	9.1	1,458,828	1,336,024
Other reserves	9.1	52,474	52,334
Total equity		3,031,146	2,894,366

The above balance sheet should be read in conjunction with the accompanying notes.



FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (CONTINUED)

STATEMENT OF **CHANGES IN EQUITY**

FOR THE YEAR ENDED 30 JUNE 2024

	Note	Total \$ '000	Accumulated Surplus \$ '000	Asset Revaluation Reserve \$ '000	Other Reserves \$ '000
2024					
Balance as at 1 July 2023		2,894,366	1,506,008	1,336,024	52,334
Surplus for the year		13,976	13,976	-	-
Net asset revaluation gain/(loss)	9.1	122,804	-	122,804	-
Transfers to other reserves	9.1	-	(16,351)	-	16,351
Transfer from other reserves	9.1	-	16,211	-	(16,211)
Balance as at 30 June 2024		3,031,146	1,519,844	1,458,828	52,474
2023					
Balance as at 1 July 2022		3,079,435	1,482,661	1,553,838	42,936
Surplus for the year		32,745	32,745	-	-
Net asset revaluation gain/(loss)	9.1	(217,814)	-	(217,814)	-
Transfers to other reserves	9.1	-	(14,249)	-	14,249
Transfer from other reserves	9.1	-	4,851	-	(4,851)
Balance as at 30 June 2023		2,894,366	1,506,008	1,336,024	52,334

The above statement of changes in equity should be read in conjunction with the accompanying notes.



STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 30 JUNE 2024

	Note	2024 Inflows/ (Outflows) \$ '000	2023 Inflows/ (Outflows) \$ '000
Cash flows from operating activities			
Rates and charges		163,352	159,625
Statutory fees and fines		9,394	8,481
User fees		20,846	19,276
Grants – operating		51,699	52,181
Grants – capital		8,732	11,273
Contributions – monetary		6,813	8,483
Interest received		4,549	4,281
Trust funds and deposits taken		3,712	2,156
Other receipts		3,456	1,129
Net GST (paid) / refund		(909)	415
Employee costs		(113,141)	(102,928)
Materials and services		(115,849)	(116,407)
Trust funds and deposits repaid		(3,410)	(1,895)
Net cash provided by operating activities	9.2	39,244	46,070
Cash flows from investing activities			
Payments for property, infrastructure, plant and equipment		(70,478)	(65,046)
Payments for intangibles	5.2(b)	(450)	(184)
Proceeds from sale of property, infrastructure, plant and equipment	3.6	60	76
Payments for investments		(52,705)	(66,076)
Proceeds from sale of investments		84,027	92,384
Net cash used in investing activities		(39,546)	(38,846)
Cash flows from financing activities			
Interest paid – lease liability		(469)	(445)
Repayment – lease liabilities		(967)	(1,007)
Net cash used by financing activities		(1,436)	(1,452)
Net (decrease) / increase in cash and cash equivalents		(1,738)	5,772
Cash and cash equivalents at the beginning of the financial year		19,154	13,382
Cash and cash equivalents at the end of the financial year	5.1(a)	17,416	19,154
Financing arrangements	5.6	5,088	5,082

The above statement of cash flows should be read in conjunction with the accompanying notes.



FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (CONTINUED)

STATEMENT OF **CAPITAL WORKS**

FOR THE YEAR ENDED 30 JUNE 2024

	2024 \$'000	2023 \$'000
Property		
Land	3,995	581
Total land	3,995	581
Buildings	36,044	28,992
Total buildings	36,044	28,992
Total property	40,039	29,573
Plant and equipment		
Plant, machinery and equipment	231	379
Fixtures, fittings and furniture	253	1,477
Computers and telecommunications	230	2,269
Library books	1,143	1,167
Total plant and equipment	1,857	5,292
Infrastructure		
Roads	7,897	8,212
Footpaths and cycleways	426	2,833
Drainage	6,159	6,081
Recreational, leisure and community facilities	6,274	6,573
Parks, open space and streetscapes	6,506	6,482
Off street car parks	1,320	-
Total infrastructure	28,582	30,181
Total capital works expenditure	70,478	65,046
Represented by:		
New asset expenditure	11,949	20,216
Asset renewal expenditure	38,881	29,954
Asset expansion expenditure	10,472	6,609
Asset upgrade expenditure	9,176	8,267
Total capital works expenditure	70,478	65,046

The above statement of capital works should be read in conjunction with the accompanying notes.



NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2024

NOTE 1. OVERVIEW

Introduction

Kingston City Council was established by an Order of the Governor in Council on 15th December 1994 and is a body corporate. The Council's main office is located at 1230 Nepean Highway, Cheltenham Victoria.

Statement of compliance

These financial statements are a general purpose financial report that consists of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows, Statement of Capital Works and Notes accompanying these financial statements. The general purpose financial report complies with the Australian Accounting Standards (AAS), other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 2020*, and the *Local Government (Planning and Reporting) Regulations 2020*. The Council is a not-for-profit entity and therefore applies the additional AUS paragraphs applicable to a not-for-profit entity under the Australian Accounting Standards.

Accounting policy information

1.1 Basis of accounting

Accounting policies are selected and applied in a manner which ensures that the resulting financial information satisfies the concepts of relevance and reliability, thereby ensuring that the substance of the underlying transactions or other events is reported. Specific accounting policies applied are disclosed in sections where the related balance or financial statement matter is disclosed.

The accrual basis of accounting has been used in the preparation of these financial statements except for the cash flow information, whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

The financial statements are based on the historical cost convention unless a different measurement basis is specifically disclosed in the notes to the financial statements.

Judgements, estimates and assumptions are required to be made about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated judgements are based on professional judgement derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

The financial statements have been prepared on a going concern basis. The financial statements are in Australian dollars. The amounts presented in the financial statements have been rounded to the nearest thousand dollars unless otherwise specified. Minor discrepancies in tables between totals and the sum of components are due to rounding.



NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (CONTINUED)

NOTE 1. OVERVIEW (CONTINUED)

Accounting policy information (continued)

1.1 Basis of accounting (continued)

Revisions to accounting estimates are recognised in the period in which the estimate is revised and also in future periods that are affected by the revision. Judgements and assumptions made by management in the application of Australian Accounting Standards that have significant effects on the financial statements and estimates relate to:

- the fair value of land, buildings, infrastructure, plant and equipment (refer to Note 6.2)
- the determination of depreciation for buildings, infrastructure, plant and equipment (refer to Note 6.2)
- the determination of employee provisions (refer to Note 5.5)
- the determination of landfill provisions (refer to Note 5.5)
- the determination of whether performance obligations are sufficiently specific so as to determine whether an arrangement is within the scope of AASB 15 *Revenue from Contracts with Customers* or AASB 1058 *Income of Not-for-Profit Entities* (refer to Note 3)
- the determination, in accordance with AASB 16 *Leases*, of the lease term, the estimation of the discount rate when not implicit in the lease and whether an arrangement is in substance short-term or low value (refer to Note 5.8)
- other areas requiring judgement.

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation and disclosure has been made of any material changes to comparatives.

Goods and Services Tax (GST)

Income and expenses are recognised net of the amount of associated GST. Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the taxation authority is included with other receivables or payables in the balance sheet.



NOTE 2. ANALYSIS OF OUR RESULTS

2.1 Performance against budget

The performance against budget notes compare Council's financial plan, expressed through its annual budget, with actual performance. The *Local Government (Planning and Reporting) Regulations 2020* requires explanation of any material variances. Council has adopted a materiality threshold of the lower of 10 percent or over \$2 million where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

These notes are prepared to meet the requirements of the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020*.

2.1.1 Income / Revenue and Expenditure

	Adopted Budget 2024 \$ '000	Actual 2024 \$ '000	Variance \$ '000	Variance %	Favourable (F)/ Unfavourable (U)	Ref
Income / Revenue						
Rates and charges	166,943	166,839	(104)	(0.1%)	U	
Statutory fees and fines	9,988	9,313	(675)	(6.8%)	U	
User fees	22,331	22,546	215	1.0%	F	
Grants – operating	49,736	52,565	2,829	5.7%	F	1
Grants – capital	7,762	9,577	1,814	23.4%	F	2
Contributions – monetary	6,966	6,797	(169)	(2.4%)	U	
Contributions – non monetary	-	3,413	3,413	100.0%	F	3
Net gain on disposal of property, infrastructure, plant and equipment	100	49	(51)	(51.5%)	U	4
Other income	3,561	8,389	4,828	135.6%	F	5
Total income / revenue	267,387	279,488	12,101	4.5%	F	
Expenses						
Employee costs	115,600	113,611	1,989	1.7%	F	6
Materials and services	109,132	111,013	(1,881)	(1.7%)	U	
Depreciation	38,824	37,881	943	2.4%	F	
Amortisation – intangible assets	300	210	90	0.0%	F	
Depreciation – right of use assets	1,250	1,248	2	0.2%	F	
Allowance for impairment losses	50	104	(54)	(107.4%)	U	7
Finance costs – leases	500	469	31	6.2%	F	
Other expenses	650	714	(66)	(10.2%)	U	8
Net loss on disposal of property, infrastructure, plant and equipment	-	262	(262)	(100.0%)	U	9
Total expenses	266,306	265,512	792	0.3%	F	
Surplus (deficit) for the year	1,081	13,976	12,895	1,233.6%	F	



NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (CONTINUED)

NOTE 2. ANALYSIS OF OUR RESULTS (CONTINUED)

2.1 Performance against budget (continued)

2.1.1 Income / Revenue and Expenditure (continued)

Explanation of material variances

Ref	Item	Explanation
1	Grants – Operating	Operating grants are \$2.8 million favourable to budget. This includes \$2.3 million AccessCare grants unspent in previous years and recognised as income in 2023–24.
2	Grants – Capital	Capital grants of \$9.6 million are \$1.8 million favourable to budget, primarily due to unbudgeted Local Roads and Community Infrastructure Grant (LRCl) of \$3.3 million.
3	Contributions – Non-monetary	Contributions – Non-monetary of \$3.4 million are favourable to budget, due to unexpected properties received by council.
4	Net Gain on Disposal of Assets	Net Gain on Disposal of Assets is \$51k (51.5%) unfavourable to budget due to lower disposal of assets in 2023–24.
5	Other income	Other Income of \$8.4 million is \$4.8 million favourable to budget due to higher investment income, return of asset protection bonds and settlement income.
6	Employee costs	Employee costs of \$113.6 million is \$1.9 million favourable to budget predominantly due to positive leave management and favourable movements of leave provisions.
7	Allowance for impairment losses	Bad and doubtful debts allowance is \$54k (107.4%) unfavourable to budget due to additional bad debt write offs following a review of outstanding debts and the likelihood of recovery.
8	Other expenses	Other expenses are unfavourable to budget by \$66k due to higher internal audit fees.
9	Net loss on disposal of property, infrastructure, plant and equipment	Net loss on disposal of property, infrastructure, plant and equipment of \$0.3 million results from written down value of demolished buildings.



2.1.2 Capital Works

	Adopted Budget 2024 \$'000	Actual 2024 \$'000	Variance \$'000	Variance %	Favourable (F)/ Unfavourable (U)	Ref
Property						
Land	155	3,995	3,840	2,477.6%	F	1
Total land	155	3,995	3,840	2,478%	F	
Buildings	20,821	36,044	15,223	73.1%	F	2
Total buildings	20,821	36,044	15,223	73.1%	F	
Total property	20,976	40,039	19,063	91%	F	
Plant and equipment						
Plant, machinery and equipment	250	231	(19)	(7.6%)	U	
Fixtures, fittings and furniture	200	253	53	26.7%	F	3
Computers and telecommunications	740	230	(510)	(68.9%)	U	4
Library books	1,166	1,143	(23)	(2.0%)	U	
Cultural assets	860	-	(860)	(100.0%)	U	5
Total plant and equipment	3,216	1,857	(1,359)	(42%)	U	
Infrastructure						
Roads	8,063	7,897	(166)	(2.1%)	U	
Footpaths and cycleways	1,500	426	(1,074)	(71.6%)	U	6
Drainage	2,635	6,159	3,524	133.7%	F	7
Recreational, leisure and community facilities	8,810	6,274	(2,536)	(28.8%)	U	8
Parks, open space and streetscapes	7,783	6,506	(1,277)	(16.4%)	U	9
Off street car parks	-	1,320	1,320	0.0%	F	
Total infrastructure	28,791	28,582	(209)	(1%)	U	
Total capital works expenditure	52,983	70,478	17,495	33%	F	
Represented by:						
New asset expenditure	7,229	11,949	4,720	65.3%	F	
Asset renewal expenditure	26,533	38,881	12,348	46.5%	F	
Asset expansion expenditure	9,782	10,472	690	7.1%	F	
Asset upgrade expenditure	9,439	9,176	(262)	(2.8%)	U	
Total capital works expenditure	52,983	70,478	17,496	33%	F	

An additional \$2.5 million was spent on capital related projects (total capital related projects spent was \$73.0 million), which was expensed in 2023-24. However this expenditure did not meet Kingston's capitalisation thresholds.



NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (CONTINUED)

NOTE 2. ANALYSIS OF OUR RESULTS (CONTINUED)

2.1 Performance against budget (continued)

2.1.2 Capital Works (continued)

Explanation of material variances

Ref	Item	Explanation
1	Land	Land purchase actuals of \$4.0 million include approved unbudgeted land purchase of \$3.8 million, which was strategic acquisitions not known at the time of the budget.
2	Buildings	Buildings capital expenditure budget was \$20.8 million. Included in \$15.2 million variance a carryover amount of \$10.7 million from previous financial year 2022-23, primarily for Dingley Souter Reserve Pavilion, Cheltenham Early Years Centre, and Roy Dore Reserve. The remaining \$4.5 million is due to Dingley Stage 2 project which was ahead of schedule. Hence, the actual spend 2023-24 was higher than the adopted budget.
3	Fixtures, fittings and furniture	Fixtures, fittings, and furniture budget was \$0.2 million, and the actual capitalised expenditure is \$0.253 million. The overspent of \$0.053 million is due to additional fittings work done in Library Amenity Improvements project.
4	Computers and telecommunications	Computers and telecommunications capital expenditure budget was \$0.7 million and the actual capitalised expenditure is \$0.2 million, net of write-offs below capitalisation thresholds.
5	Cultural assets	Cultural assets expenditure was affected by timing differences with works expected in subsequent years.
6	Footpaths and cycleways	Footpath expenditure budget was \$1.5 million and the actual capitalised expenditure is \$0.4 million, net of write-offs below capitalisation thresholds.
7	Drainage	Drainage expenditure budget was \$2.6 million and the actual expenditure is \$6.1 million. This result is due to timing differences with works expected in subsequent years, as well as classifying some projects budgeted as roads as drainage in line with the nature of the spend.
8	Recreational, leisure and community facilities	Recreational, leisure and community facilities expenditure budget was \$8.8 million and the actual expenditure is \$6.3 million. This was impacted by timing differences with works expected in subsequent years.
9	Parks, open space and streetscapes	Parks, open space and streetscapes expenditure budget was \$7.8 million and the actual expenditure is \$6.5 million. The spend was on parks, open space, and streetscapes, including Elder St reserve, Beauty spot park, Parkdale ramp and various minor reserve improvements. The underspend is a combination of savings as well as works which will continue in the next financial.



2.2 Analysis of Council results by program

Council delivers its functions and activities through the following programs.

The below divisional structure was in place for the whole of the 2023–24 financial year.

2.2.1 Analysis of Council results by program

Planning and Place Division

Planning and Place Division comprised five departments. The *City Strategy* Department was responsible for developing, managing and guiding Council's strategic land use planning and policy functions across a broad range of social, economic and environmental issues. The *City Development* Department was responsible for providing an integrated development service to meet the needs of residents, ratepayers, the development industry, and internal clients including the decisions in relation to subdivisions. *City Economy and Innovation* was responsible for supporting and assisting Kingston's 10,000+ strong business community including manufacturers, retailers, business and personal service providers and home-based businesses. The *Compliance and Amenity* Department worked with the community to provide a safer and more liveable municipality through compliance and awareness. Responsibilities included the education and enforcement of local laws, parking, animal management for over 22,000 registered animals, providing 75 schools with crossing supervisors and reducing pollution and fire risks.

Infrastructure and Open Space Division

The Infrastructure and Open Space Division comprised five departments. The *Open Space* Department managed, maintained and developed Council's public places, including the 13 kilometres of Kingston's foreshore, parks, reserves and gardens, sports grounds, shopping centres and streetscapes. The *Infrastructure* Department was responsible for the lifecycle management of our built facilities and civil infrastructure. This included the asset management, condition assessment and planning for the upgrading and renewal of road, footpath, drainage, bridges and other infrastructure, as well as traffic and transport planning which has a strong focus on the strategic response to major transport infrastructure projects including grade separations, activity centre planning and active transport provision. The *Active Kingston* Department encouraged community participation in sport and leisure activities to increase physical and mental health and wellbeing including the operation of Council's leisure centre. The *City Works* Department managed the City of Kingston's waste services and the maintenance of buildings, facilities and civil infrastructure assets. The *Project Management* Department is responsible for planning and delivery of the annual capital works program for the upgrading and renewal of roads, footpaths, drainage, bridges and other civil infrastructure.

Community Strengthening Division

Community Strengthening Division comprised five areas of responsibility. The *Arts, Events and Libraries* Department was focused on the delivery of industry leading contemporary programs, activities, and events. Through innovation and continuous improvement, the department strived to provide high quality learning, recreational, social and cultural outcomes for our community. The *AccessCare* Department's purpose was to encourage and support a connected community with enhanced health, wellbeing and independence of individuals, groups and communities. *Family, Youth and Children's Services* Department was responsible for the planning and delivery of community-based support services within the municipality including Long Day Care, Maternal Child Health and immunisation programs. *Inclusive Communities* Department led an evidence-based approach to achieving health and social policy outcomes, delivers strengths-based approaches to community development, diversity and inclusion, built community capacity through partnerships, grants, programs and training, and activates Council's community hubs and other relevant community infrastructure.



NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (CONTINUED)

NOTE 2. ANALYSIS OF OUR RESULTS (CONTINUED)

2.2 Analysis of Council results by program (continued)

2.2.1 Analysis of Council results by program (continued)

Customer and Corporate Support Division

Customer and Corporate Support Division comprised five departments. The role of *Information Services and Strategy* Department was to provide information systems and services that ensure the quality, security and accessibility of data and information to Council. *People and Culture* Department was responsible for all employment related issues, including policy development and provision of advice and support on workplace relations issues, training and professional development, performance management, risk management, occupational health and safety and injury management and rehabilitation for the organisation. The role of the *Governance* Department was to support the function of democratic local government through the Council and Councillors by promoting and assisting effective decision making and the implementation of those decisions.

The *Advocacy, Communications and Engagement* Department provided the Kingston community with timely, relevant and accurate information and services through creative communication, multiple contact and service channels and engagement opportunities. The *Customer Experience and Corporate Performance* Department sought to deliver and facilitate continuous improvement initiatives that embed a Customer First approach through the functions of Corporate Planning, Customer Care, Customer Records, Customer Advocacy and Service Design.

Chief Finance Officer Division

Chief Finance Officer Division was a newly created division and comprised 3 departments. The *Finance* Department managed Council's finances to ensure compliance with statutory financial and reporting obligations and Council's long-term financial sustainability. Responsibilities include preparation of the Annual Budget and Long Term Financial Plan and administration of accounts receivable, accounts payable and payroll. Additionally, the department oversaw Council's property and rating database and the annual revaluation of properties, to ensure rate revenue is raised accurately and on time. The *Property Services* Department managed Council's acquisition and disposal of property, foreshore boatsheds, lease portfolio, legacy contaminated lands and closed landfill sites, road and drainage reserve discontinuances and valuations (for public open space, financial reporting, insurance and acquisition and disposal of property). The purpose of the *Procurement and Contracts* Department was to drive excellence in procurement and contracting processes. The department provided information and specialist advice to the organisation on procurement and contracts, overseeing tendering and contract compliance and probity, reporting organisational activity and driving best value procurement outcomes.

Central Executive Services

The Central Executive Services division included Council's Executive Services and Central Departments. Council's Central Department included expenditure of depreciation, non-capital expenditure from the capital works program plus all income for Council's rates, asset contributions and developer contributions.



2.2.2 Summary of income / revenues, expenses, assets and capital expenses by program

	Income / Revenue \$'000	Expenses \$'000	Surplus/ (Deficit) \$'000	Grants included in income / revenue \$'000	Total assets \$'000
2024					
Planning and Place	10,297	20,483	(10,186)	831	39
Infrastructure and Open Space	9,717	83,368	(73,651)	1,140	2,958,831
Community Strengthening	58,715	85,396	(26,681)	48,027	-
Customer & Corporate Support	45	24,082	(24,037)	(14)	831
CFO Office	4,145	8,641	(4,496)	-	147,240
Central Executive Services	196,569	43,542	153,027	12,158	-
	279,488	265,512	13,976	62,142	3,106,970
2023					
Planning and Place	9,814	19,439	(9,625)	1,363	59
Infrastructure and Open Space	8,628	74,036	(65,408)	1,049	2,810,716
Community Strengthening	51,359	74,000	(22,641)	41,118	1
Customer & Corporate Support	54	21,414	(21,360)	44	555
CFO Office	4,369	8,393	(4,024)	-	163,877
Central Executive Services	203,124	47,321	155,803	30,236	-
	277,348	244,603	32,745	73,810	2,975,208



NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (CONTINUED)

NOTE 3. FUNDING FOR THE DELIVERY OF OUR SERVICES

3.1 Rates and charges

Council uses the Capital Improved Value (CIV) as the basis of valuation of all properties within the municipal district. CIV approximates the market value of land and improvements.

The valuation base used to calculate general rates for 2023–24 was \$79.08 billion (2022–23 \$77.9 billion). The 2023–24 declared general rate in the dollar was \$0.0017661 (2022–23 \$0.0016917).

	2024 \$'000	2023 \$'000
General rates	136,885	131,443
Municipal charge	7,753	7,680
Service rates and charges	20,199	18,507
Special rates and charges	59	59
Supplementary rates and rate adjustments	1,943	1,493
Interest on rates and charges	-	(1)
Total rates and charges	166,839	159,181

The date of the general revaluation of land for rating purposes within the municipal district was 1 January 2023 and the valuation was first applied in the rating year commencing 1 July 2023.

Annual rates and charges are recognised as income when Council issues annual rates notices. Supplementary rates are recognised when a valuation and reassessment is completed and a supplementary rate notice issued.

3.2 Statutory fees and fines

	2024 \$'000	2023 \$'000
Infringements and costs	1,495	1,499
Parking infringements	2,555	2,059
Permits	903	585
Town planning fees	3,526	3,403
Family day care and school age care	410	471
Land information certificates	204	174
Other	220	212
Total statutory fees and fines	9,313	8,403

Statutory fees and fines (including parking fees and fines) are recognised as income when the service has been provided, the payment is received, or when the penalty has been applied, whichever first occurs.



3.3 User fees

	2024 \$ '000	2023 \$ '000
Aged and health services	4,448	3,368
Building services	1,160	1,123
Family and children	4,456	4,997
Leisure centre and recreation	7,334	6,895
Registration and other permits	1,219	927
Waste management services	71	314
Rental income	3,684	3,856
Other	174	135
Total user fees	22,546	21,615

User fees by timing of revenue recognition		
User fees recognised over time	9,128	7,799
User fees recognised at a point in time	13,418	13,816
Total user fees	22,546	21,615

User fees are recognised as revenue at a point in time, or over time, when (or as) the performance obligation is satisfied. Recognition is based on the underlying contractual terms.



NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (CONTINUED)

NOTE 3. FUNDING FOR THE DELIVERY OF OUR SERVICES (CONTINUED)

3.4 Funding from other levels of government

Grants were received in respect of the following:

	2024 \$'000	2023 \$'000
Summary of grants		
Commonwealth funded grants	42,187	41,850
State funded grants	19,955	31,960
Total grants received	62,142	73,810

(a) Operating grants

	2024 \$'000	2023 \$'000
Recurrent – Commonwealth Government		
Financial Assistance Grants (*see next page)	238	6,353
AccessCare	20,930	14,342
Home and community care	10,116	11,577
Family and children	10,000	7,743
Other	85	92

Recurrent – State Government		
AccessCare	4,783	8,043
Family and children	3,798	2,681
Libraries and education	743	1,689
Beach cleaning	326	167
School crossing supervisor program	586	569
Level crossing income	300	652
Other	551	45
Total recurrent grants	52,456	53,953

Non-Recurrent – State Government		
COVID funding	-	508
Local Government Business Concierge	-	259
Other	109	314
Total non-recurrent grants	109	1,081

Total operating grants	52,565	55,034
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**(b) Capital grants**

	2024 \$'000	2023 \$'000
Recurrent – Commonwealth Government		
Roads to Recovery	818	1,743
Total recurrent grants	818	1,743
Non-recurrent – Commonwealth Government		
Local Road & Community Infrastructure	2,770	-
Non-recurrent – State Government		
Sporting facilities	1,142	6,519
Lifesaving clubs	1,200	3,582
Children's facilities	574	282
Civil infrastructure	1,054	4,004
Community facilities	868	2,629
Libraries and education	1,082	-
Other	70	17
Total non-recurrent grants	8,760	17,033
Total capital grants	9,577	18,776
Total grants	62,142	73,810

* Victorian Grants Commission funding (previous page – Financial Assistance Grants) for 2023–24 was received in advance in full in 2022–23. Grant for 2024–25 was received in July 2024 and will be included in 2024–25. This also occurred in 2020–21 in that the first two instalments (50%) for 2021–22 (\$2.4 million) were received in June 2021, for 2022–23 (\$3.6 million) were received in June 2022 and for 2023–24 (\$5.3 million) were received in June 2023.

(c) Recognition of grant income

Before recognising funding from government grants as revenue, the Council assesses whether there is a contract that is enforceable and has sufficiently specific performance obligations in accordance with AASB 15 *Revenue from Contracts with Customers*. When both these conditions are satisfied, the Council:

- identifies each performance obligation relating to revenue under the contract/agreement
- determines the transaction price
- recognises a contract liability for its obligations under the agreement
- recognises revenue as it satisfies its performance obligations, at the point in time or over time when services are rendered.

Where the contract is not enforceable and/or does not have sufficiently specific performance obligations, the Council applies AASB 1058 *Income for Not-for-Profit Entities*.

Grant revenue with sufficiently specific performance obligations is recognised over time as the performance obligations specified in the underlying agreement are met. Where performance obligations are not sufficiently specific, grants are recognised on the earlier of receipt or when an unconditional right to receipt has been established. Grants relating to capital projects are generally recognised progressively as the capital project is completed. The following table provides a summary of the accounting framework under which grants are recognised.



NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (CONTINUED)

NOTE 3. FUNDING FOR THE DELIVERY OF OUR SERVICES (CONTINUED)

3.4 Funding from other levels of government (continued)

(c) Recognition of grant income (continued)

	2024 \$'000	2023 \$'000
Income recognised under AASB 1058 <i>Income of Not-for-Profit Entities</i>		
General purpose	239	6,353
Specific purpose grants to acquire non-financial assets	9,576	18,776
Revenue recognised under AASB 15 <i>Revenue from Contracts with Customers</i>		
Specific purpose grants	52,327	48,681
	62,142	73,810

(d) Unspent grants received on condition that they be spent in a specific manner

	2024 \$'000	2023 \$'000
Operating		
Balance at start of year	5,863	8,837
Received during the financial year and remained unspent at balance date	4,986	3,563
Received in prior years and spent during the financial year	(5,863)	(6,537)
Balance at year end	4,986	5,863
Capital		
Balance at start of year	1,826	9,332
Received during the financial year and remained unspent at balance date	975	1,243
Received in prior years and spent during the financial year	(1,826)	(8,749)
Balance at year end	975	1,826

Unspent grants are determined and disclosed on a cash basis.



3.5 Contributions

	2024 \$'000	2023 \$'000
Monetary	6,797	8,466
Non-monetary	3,413	-
Total contributions	10,210	8,466

Non-monetary assets of \$3.4 million were received in 2023/24 in form of Crown land and Crown buildings contributed to Council.

Monetary and non-monetary contributions are recognised as income at their fair value when Council obtains control over the contributed asset.

3.6 Net gain/(loss) on disposal of property, infrastructure, plant and equipment

	2024 \$'000	2023 \$'000
Proceeds from sale	60	76
Adjustment in proceeds opening balance	24	-
Written down value of assets disposed	(35)	-
Written down value of assets demolished	(262)	(2,289)
Total net gain/(loss) on disposal of property, infrastructure, plant and equipment	(213)	(2,213)

The profit or loss on sale of an asset is determined when control of the asset has passed to the buyer.

3.7 Other Income

	2024 \$'000	2023 \$'000
Interest Income		
Interest on cash and investments	4,549	4,281
	4,549	4,281
Other Income		
Found assets	258	-
Fair value adjustment for investment property	144	399
Other	3,438	1,117
	3,840	1,516
Total other income	8,389	5,797

Interest is recognised as it is earned. Other income is measured at the fair value of the consideration received or receivable and is recognised when Council gains control over the right to receive the income.

**NOTES TO THE FINANCIAL STATEMENTS** FOR THE YEAR ENDED 30 JUNE 2024 (CONTINUED)**NOTE 4. THE COST OF DELIVERING SERVICES****4.1 Employee costs**

	2024 \$'000	2023 \$'000
(a) Employee costs		
Wages and salaries	89,209	81,087
Casual staff	9,658	8,968
Fringe benefits tax and WorkCover	2,000	1,590
Superannuation	10,663	9,256
Annual Leave and Long Service Leave	2,081	2,902
Total employee costs	113,611	103,803
(b) Superannuation		
Council made cash contributions to the following funds:		
Defined Benefit fund		
Employer contributions to Local Authorities Superannuation Fund (Vision Super)	175	233
	175	233
Accumulation funds		
Employer contributions to Local Authorities Superannuation Fund (Vision Super)	4,683	4,318
Employer contributions – other funds	5,805	4,705
Total accumulated funds	10,488	9,023
Total contributions	10,633	9,256
Employer contributions payable at reporting date	975	883

Contributions made exclude amounts accrued at balance date.

Refer to Note 9.3 for further information relating to Council's superannuation obligations.



4.2 Materials and services

	2024 \$'000	2023 \$'000
Road infrastructure maintenance	8,216	10,685
Building maintenance	7,382	5,745
Waste and cleansing	23,429	22,185
Aged services	20,925	16,649
Parks, gardens and reserves	17,734	13,738
Leisure and culture	7,108	6,481
Accommodation expense	518	1,562
Information systems and telecommunications	7,687	7,022
Family services	4,101	3,338
Community engagement	2,804	2,332
Parking, monitoring and enforcement	1,661	1,605
Procurement and fleet management	3,132	2,349
Council business	442	388
People and culture	1,106	1,028
Finance and legal	2,403	3,393
Planning and building	1,049	1,420
Other	1,316	1,252
Total materials and services	111,013	101,172

Expenses are recognised as they are incurred and reported in the financial year to which they relate.

4.3 Depreciation

	2024 \$'000	2023 \$'000
Property	12,243	9,239
Infrastructure	22,141	22,503
Plant and equipment	3,497	2,657
Total depreciation	37,881	34,399

Refer to Note 6.2 for a more detailed breakdown of depreciation charges and accounting policy.



NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (CONTINUED)

NOTE 4. THE COST OF DELIVERING SERVICES (CONTINUED)

4.4 Amortisation – intangible assets

	2024 \$'000	2023 \$'000
Software	210	300
Total amortisation – intangible assets	210	300

Refer to Note 5.2(b) for a more detailed breakdown of intangible amortisation charges and accounting policy.

4.5 Amortisation – right of use assets

	2024 \$'000	2023 \$'000
Property	84	125
Vehicles	632	493
Waste	450	450
Equipment	82	80
Total amortisation – right of use assets	1,248	1,148

4.6 Allowance for impairment losses

	2024 \$'000	2023 \$'000
Other debtors	104	323
Total allowance for impairment losses	104	323

Movement in allowance for impairment losses in respect of debtors

Balance at the beginning of the year	240	109
New allowances recognised during the year	258	236
Amounts already provided for and written off as uncollectable	(154)	(105)
Balance at end of year	344	240

An allowance for impairment losses in respect of debtors is recognised based on an expected credit loss model. This model considers both historic and forward-looking information in determining the level of impairment.



4.7 Borrowing costs

Borrowing costs are recognised as an expense in the period in which they are incurred, except where they are capitalised as part of a qualifying asset constructed by Council. At 30 June 2024 Council had no interest bearing borrowings (2023: Nil).

4.8 Finance Costs – leases

	2024 \$'000	2023 \$'000
Interest – lease liabilities	469	445
Total borrowing costs	469	445

4.9 Other expenses

	2024 \$'000	2023 \$'000
Auditors' remuneration (VAGO) – audit of the financial statements, performance statement and grant acquittals	63	66
Auditors' remuneration – internal	160	131
Councillor allowances	491	527
Total other expenses	714	724



NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (CONTINUED)

NOTE 5. INVESTING IN AND FINANCING OUR OPERATIONS

5.1 Financial assets

(a) Cash and cash equivalents

	2024 \$'000	2023 \$'000
Cash on hand	10	10
Cash at bank	17,406	19,144
Total cash and cash equivalents	17,416	19,154

(b) Other financial assets

Current		
Term Deposits	90,805	122,127
Total current other financial assets	90,805	122,127
Total cash and cash equivalents and other financial assets	108,221	141,281

Cash and cash equivalents include cash on hand, deposits at call, and other highly liquid investments with original maturities of 90 days or less, net of outstanding bank overdrafts.

Other financial assets are valued at fair value at balance date. Term deposits are measured at original cost. Any unrealised gains and losses on holdings at balance date are recognised as either a revenue or expense.

Other financial assets include term deposits and those with original maturity dates of three to 12 months are classified as current, whilst term deposits with maturity dates greater than 12 months are classified as non-current.

**(c) Trade and other receivables**

	2024 \$'000	2023 \$'000
Current		
Statutory receivables		
Rate debtors	14,842	11,354
Net GST receivable	1,667	2,052
Infringement debtors	7,458	7,356
Allowances for expected credit loss – infringements	(7,419)	(7,298)
	16,548	13,464
Non statutory receivables		
Other debtors	4,862	5,658
Allowances for expected credit loss – other debtors	(344)	(240)
	4,518	5,418
Total current trade and other receivables	21,066	18,882
Total trade and other receivables	21,066	18,882

Short term receivables are carried at invoice amount. An allowance for expected credit losses is recognised based on past experience and other objective evidence of expected losses. Long term receivables are carried at amortised cost using the effective interest rate method.

(d) Ageing of receivables

The ageing of Council's trade and other receivables (excluding statutory receivables) that are not impaired was:

	2024 \$'000	2023 \$'000
Current (not yet due)	972	1,008
Past due by up to 30 days	1,862	2,225
Past due between 31 and 180 days	842	1,092
Past due between 181 and 365 days	674	873
Past due by more than 1 year	168	220
Total trade and other receivables	4,518	5,418



NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (CONTINUED)

NOTE 5. OUR FINANCIAL POSITION (CONTINUED)

5.1 Financial assets (continued)

(e) Ageing of individually impaired receivables

At balance date, other debtors representing financial assets with a nominal value of \$344k (2023: \$240k) were impaired. The amount of the allowance raised against these debtors was \$344k (2023: \$240k). They individually have been impaired as a result of their doubtful collection. Many of the long outstanding past due amounts have been lodged with Council's debt collectors or are on payment arrangements.

The ageing of receivables that have been individually determined as impaired at reporting date was:

	2024 \$'000	2023 \$'000
Current (not yet due)	-	-
Past due by up to 30 days	-	-
Past due between 31 and 180 days	-	-
Past due between 181 and 365 days	-	-
Past due by more than 1 year	344	240
Total trade and other receivables	344	240

5.2 Non-financial assets

(a) Other assets

	2024 \$'000	2023 \$'000
Current		
Prepayments	560	859
Other	6,368	2,665
Total other assets - current	6,928	3,524
Non-Current		
Refundable deposits paid	250	250
Total other assets - non-current	250	250
Total other assets	7,178	3,774

**(b) Intangible assets**

	2024 \$'000	2023 \$'000
Software	831	555
Total intangible assets	831	555

	Software \$'000	Software WIP \$'000	Total \$'000
Gross carrying amount			
Balance at 1 July 2023	6,784	-	6,784
Additions from internal developments	35	450	485
Balance at 30 June 2024	6,819	450	7,269

Accumulated amortisation and impairment

Balance at 1 July 2023	6,229	-	6,229
Amortisation expense	210	-	210
Balance at 30 June 2024	6,438	-	6,438

Net book value at 30 June 2023	555	-	555
Net book value at 30 June 2024	381	450	831

	Software \$'000	Total \$'000
Gross carrying amount		
Balance at 1 July 2022	6,600	6,600
Additions from internal developments	184	184
Balance at 30 June 2023	6,784	6,784

Accumulated amortisation and impairment

Balance at 1 July 2022	5,929	5,929
Amortisation expense	300	300
Balance at 30 June 2023	6,229	6,229

Net book value at 30 June 2022	671	671
Net book value at 30 June 2023	555	555



NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (CONTINUED)

NOTE 5. OUR FINANCIAL POSITION (CONTINUED)

5.2 Non-financial assets (continued)

(b) Intangible assets (continued)

Intangible assets with finite lives are amortised as an expense on a systematic basis over the asset's useful life. Amortisation is generally calculated on a straight-line basis, at a rate that allocates the asset value, less any estimated residual value over its estimated useful life. Estimates of the remaining useful lives and amortisation method are reviewed at least annually, and adjustments made where appropriate.

Software

Purchased software is recognised as an intangible asset if it meets the recognition threshold of \$50,000. Purchased software is measured at cost less accumulated amortisation and impairment costs over a finite life not exceeding five years. The purchase price and any directly attributable costs of preparing the software for operation are included in the cost of the intangible asset. All expenditure below the threshold and ongoing maintenance and fees related to the software is expensed when incurred. Operating software integral to the operation of a personal computer is recorded as Property, Plant and Equipment.



5.3 Payables, trust funds and deposits and contract and other liabilities

(a) Trade and other payables

	2024 \$'000	2023 \$'000
Current		
Non-statutory payables		
Trade payables	5,905	2,735
Salary accruals	4,576	3,346
Other accruals	13,560	20,861
Total current trade and other payables	24,041	26,942

(b) Trust funds and deposits

	2024 \$'000	2023 \$'000
Current		
Refundable deposits	(112)	52
Fire services levy	5,431	5,306
Retention amounts	6,271	6,055
Total current trust funds and deposits	11,590	11,413

(c) Contract and other liabilities

	2024 \$'000	2023 \$'000
Contract liabilities		
Current		
Grants received in advance – operating	4,986	5,863
Grants received in advance – capital	975	1,826
User fees received in advance	712	689
Total contract liabilities	6,673	8,378
Total contract and other liabilities	6,673	8,378



NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (CONTINUED)

NOTE 5. OUR FINANCIAL POSITION (CONTINUED)

5.3 Payables, trust funds and deposits and contract and other liabilities (continued)

(c) Contract and other liabilities (continued)

Trust funds and deposits

Amounts received as deposits and retention amounts controlled by Council are recognised as trust funds until they are returned, transferred in accordance with the purpose of the receipt, or forfeited. Trust funds that are forfeited, resulting in Council gaining control of the funds, are to be recognised as revenue at the time of forfeit.

Contract liabilities

Contract liabilities reflect consideration received in advance from customers in respect of aquatic annual membership. Contract liabilities are derecognised and recorded as revenue when promised goods and services are transferred to the customer. Refer to Note 5.3(c).

Other liabilities

Grant consideration was received from several state government funding bodies to support the construction of a range of capital projects. These included the grants received for construction of Walter Galt female friendly pavilion upgrade (\$675K) and Dane Road sports lighting upgrade (\$112.5K). Grant consideration is recognised as income following specific guidance under AASB 1058 as the asset is constructed. Income is recognised to the extent of costs incurred-to-date because the costs of construction most closely reflect the stage of completion of these assets. As such, Council has deferred recognition of a portion of the grant consideration received as a liability for outstanding obligations.

Purpose and nature of items

Refundable deposits – Deposits are taken by Council as a form of surety in a number of circumstances, including in relation to building works, tender deposits, contract deposits and the use of civic facilities.

Fire Service Levy – Council is the collection agent for the fire services levy on behalf of the State Government. Council remits amounts received on a quarterly basis. Amounts disclosed here will be remitted to the state government in line with that process.

Retention amounts – Council has a contractual right to retain certain amounts until a contractor has met certain requirements or a related warrant or defect period has elapsed. Subject to the satisfactory completion of the contractual obligations, or the elapsing of time, these amounts will be paid to the relevant contractor in line with Council's contractual obligations.

5.4 Interest-bearing liabilities

Council had no interest-bearing liabilities as at 30 June 2024 (2023: Nil).



5.5 Provisions

	Employee Leave \$'000	Landfill restoration \$'000	Parking Refunds \$'000	Personal Leave Bank \$'000	Total \$'000
2024					
Balance at the beginning of the financial year	22,555	817	1,219	112	24,703
Additional provisions	7,293	-	-	8	7,301
Amounts used	(8,024)	(219)	(1)	-	(8,244)
Change in the discounted amount arising because of the time and the effect of any change in the discount rate	(37)	-	-	-	(37)
Balance at the end of the financial year	21,787	598	1,218	120	23,723
Provision – current	19,985	598	1,218	120	21,921
Provision – non-current	1,802	-	-	-	1,802
Balance at the end of the financial year	21,787	598	1,218	120	23,723
2023					
Balance at the beginning of the financial year	22,282	395	1,187	96	23,960
Additional provisions	7,946	422	-	16	8,384
Amounts used	(7,659)	-	32	-	(7,627)
Change in the discounted amount arising because of the time and the effect of any change in the discount rate	(14)	-	-	-	(14)
Balance at the end of the financial year	22,555	817	1,219	112	24,703
Provision – current	20,670	817	1,219	112	22,818
Provision – non-current	1,885	-	-	-	1,885
Balance at the end of the financial year	22,555	817	1,219	112	24,703



NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (CONTINUED)

NOTE 5. OUR FINANCIAL POSITION (CONTINUED)

5.5 Provisions (continued)

	2024 \$'000	2023 \$'000
(a) Employee leave provisions		
Current provisions expected to be wholly settled within 12 months		
Annual leave	8,124	7,834
Long service leave	1,675	987
	9,799	8,821
Current provisions expected to be wholly settled after 12 months		
Annual leave	573	917
Long service leave	9,613	10,932
	10,186	11,849
Total current employee leave provisions	19,985	20,670
Other provisions		
Current provisions expected to be wholly settled within 12 months		
Landfill restoration	597	817
Personal leave bank	120	112
Parking refunds	1,219	1,219
	1,936	2,148
Total current provisions	21,921	22,818
Non-current employee provisions		
Long service leave	1,802	1,885
Total non-current provisions	1,802	1,885
Aggregate carrying amount of employee provisions:		
Current	19,985	20,670
Non-current	1,802	1,885
Total aggregate carrying amount of employee provisions	21,787	22,555



The calculation of employee costs and benefits includes all relevant on-costs and are calculated as follows at reporting date:

Annual leave

A liability for annual leave is recognised in the provision for employee benefits as a current liability because Council does not have an unconditional right to defer settlement of the liability. Liabilities for annual leave are measured at:

- nominal value if the Council expects to wholly settle the liability within 12 months
- present value if the Council does not expect to wholly settle within 12 months.

Liabilities that are not expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits as non-current liabilities, measured at present value of the amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.

Long service leave

Liability for Long Service Leave (LSL) is recognised in the provision for employee benefits. Unconditional LSL is disclosed as a current liability as Council does not have an unconditional right to defer settlement. Unconditional LSL is measured at nominal value if expected to be settled within 12 months or at present value if not expected to be settled within 12 months. Conditional LSL that has been accrued, where an employee is yet to reach a qualifying term of employment, is disclosed as a non-current liability and measured at present value.

Key Assumptions:

	2024	2023
Discount rate	4.52%	4.06%
Index rate	4.35%	4.35%

Landfill restoration

Council is obligated to restore landfill sites to a particular standard. The forecast life of the site is based on current estimates of remaining capacity and the forecast rate of infill.

Key Assumptions:

The provision for landfill restoration has been calculated based on the undiscounted amount of the expected cost of works to be undertaken.

The expected cost of works has been estimated based on the current understanding of work required to reinstate the site to a suitable standard. Accordingly, the estimation of the provision required is dependent on the accuracy of the forecast timing of the work, work required and related costs.

Parking Refunds

Council has raised a provision to correct the consequences of an administrative process error that has occurred between 2006 and 2016 in processing of parking infringement reviews under the *Infringements Act 2006*. This provision will fund a reimbursement scheme for individuals who sought an internal review of a parking infringement issued under the *Infringements Act 2006* and were unsuccessful in having it overturned generally between 1 July 2006 and 26th December 2016. Analysis has identified that 21,851 infringements were impacted and the total value of the infringements issued that fall within this category was \$2 million. As at 30 June 2024, a total of \$1.2 million remains unclaimed due to historic nature.

Personal leave bank

Council has raised a new provision in 2020 to assist employees who have unforeseen extreme personal circumstances including serious personal health issues and serious health issues for dependents where they are the primary carer. Employees in these circumstances (at the discretion of the CEO) can apply to access leave when their personal circumstances have resulted in them having no leave available.

The provision is to be maintained at 2,000 hours at the Band 6B rate of pay.



NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (CONTINUED)

NOTE 5. OUR FINANCIAL POSITION (CONTINUED)

5.6 Financing arrangements

	2024 \$'000	2023 \$'000
Bank overdraft	5,000	5,000
Credit card facilities	150	150
Total facilities	5,150	5,150
Total used facilities	62	68
Total un-used facilities	5,088	5,082
Total facilities	5,150	5,150

The Council has an arrangement for offset of overdraft against bank balances including on-call accounts. As at balance date the overdraft facility was unused. Bank Overdraft and Credit Card facilities are held with the Commonwealth Bank with security mortgage over rates revenue.

5.7 Commitments

(a) Commitments for expenditure

Council has entered the following commitments. Commitments are not recognised in the Balance Sheet. Commitments are disclosed at their nominal value and presented inclusive of the GST payable.

	Not later than 1 year \$'000	Later than 1 year and not later than 2 years \$'000	Later than 2 not later than 5 years \$'000	Later than 5 years \$'000	Total \$'000
2024					
Operating					
Infrastructure works	4,409	3,955	-	-	8,364
Parks, gardens, reserves	10,395	12,390	876	-	23,661
Waste and cleansing	24,082	31,559	23,601	5,706	84,948
Community sustainability	3,445	60	-	-	3,505
Corporate services	3,986	2,146	142	-	6,274
	46,317	50,110	24,619	5,706	126,752
Capital					
Buildings ⁽ⁱ⁾	18,482	-	-	-	18,482
Transport ⁽ⁱ⁾	9,755	-	-	-	9,755
	28,237	-	-	-	28,237
Total	74,554	50,110	24,619	5,706	154,989

(i) Major capital expenditure commitments as at 30 June 2024 include: Kingston Aquatics Facility (\$3.4 million) Dingley Reserve Souter Pavilion (\$2.9 million) Dingley Village Stage 2 (\$5.1 million) and Dr Bondi Road, Bonbeach – outfall pipes CSD – Stage 2 (\$6.1 million)



	Not later than 1 year \$'000	Later than 1 year and not later than 2 years \$'000	Later than 2 not later than 5 years \$'000	Later than 5 years \$'000	Total \$'000
2023					
Operating					
Infrastructure works	1,245	325	-	-	1,570
Parks, gardens, reserves	10,775	7,784	12,900	-	31,459
Waste and cleansing	22,424	18,989	49,960	14,164	105,537
Community sustainability	3,220	60	-	-	3,280
Corporate services	3,769	1,561	804	-	6,134
	41,433	28,719	63,664	14,164	147,980
Capital					
Buildings	33,515	-	-	-	33,515
Transport	6,494	-	-	-	6,494
	40,009	-	-	-	40,009
Total	81,442	28,719	63,664	14,164	187,989

(b) Operating lease receivables

The Council has entered into commercial property leases. These properties held under operating leases have remaining non-cancellable lease terms of between one and 50 years. All leases include a CPI based revision of the rental charge annually.

Future undiscounted minimum rentals receivable under non-cancellable operating leases are as follows:

	2024 \$'000	2023 \$'000
Not later than one year	3,200	3,161
Later than one year and not later than five years	9,649	8,836
Later than five years	10,796	11,771
	23,645	23,768



NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (CONTINUED)

NOTE 5. OUR FINANCIAL POSITION (CONTINUED)

5.8 Leases

At inception of a contract, Council assesses whether a contract is, or contains, a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. To identify whether a contract conveys the right to control the use of an identified asset, it is necessary to assess whether:

- The contract involves the use of an identified asset;
- Council has the right to obtain substantially all of the economic benefits from use of the asset throughout the period of use; and
- Council has the right to direct the use of the asset.

This policy is applied to contracts entered into, or changed, on or after 1 July 2019.

As a lessee, Council recognises a right-of-use asset and a lease liability at the lease commencement date. The right-of-use asset is initially measured at cost which comprises the initial amount of the lease liability adjusted for:

- any lease payments made at or before the commencement date less any lease incentives received; plus
- any initial direct costs incurred; and
- an estimate of costs to dismantle and remove the underlying asset or to restore the underlying asset or the site on which it is located.

The right-of-use asset is subsequently depreciated using the straight-line method from the commencement date to the earlier of the end of the useful life of the right-of-use asset or the end of the lease term. The estimated useful lives of right-of-use assets are determined on the same basis as those of property, plant and equipment. In addition, the right-of-use asset is periodically reduced by impairment losses, if any, and adjusted for certain re-measurements of the lease liability.

The lease liability is initially measured at the present value of the lease payments that are not paid at the commencement date, discounted using the interest rate implicit in the lease or, if that rate cannot be readily determined, an appropriate incremental borrowing rate. Generally, Council uses an appropriate incremental borrowing rate as the discount rate.

Lease payments included in the measurement of the lease liability comprise the following:

- Fixed payments
- Variable lease payments that depend on an index or a rate, initially measured using the index or rate as at the commencement date;
- Amounts expected to be payable under a residual value guarantee; and
- The exercise price under a purchase option that Council is reasonably certain to exercise, lease payments in an optional renewal period if Council is reasonably certain to exercise an extension option, and penalties for early termination of a lease unless Council is reasonably certain not to terminate early.

When the lease liability is remeasured in this way, a corresponding adjustment is made to the carrying amount of the right-of-use asset, or is recorded in profit or loss if the carrying amount of the right-of-use asset has been reduced to zero.

Under AASB 16 *Leases*, Council as a not-for-profit entity has elected not to measure right-of-use assets at initial recognition at fair value in respect of leases that have significantly below-market terms.



Right-of-Use Assets	Property \$ '000	Vehicles \$ '000	Waste \$ '000	Equipment \$ '000	Total \$ '000
2024					
Balance as at 1 July 2023	672	1,150	6,859	42	8,723
Additions	9	1,082	-	430	1,521
Depreciation charge	(84)	(632)	(450)	(82)	(1,248)
Balance as at 30 June 2024	597	1,600	6,409	391	8,996

2023					
Balance as at 1 July 2022	847	1,138	7,309	81	9,375
Additions	8	539	-	41	588
Terminations	(58)	(34)	-	-	(92)
Depreciation charge	(125)	(493)	(450)	(80)	(1,148)
Balance as at 30 June 2023	672	1,150	6,859	42	8,723

	2024 \$ '000	2023 \$ '000
Lease Liabilities		
Maturity analysis - contractual undiscounted cash flows		
Less than one year	1,400	1,220
One to five years	4,519	3,755
More than five years	7,150	7,958
Total undiscounted lease liabilities as at 30 June	13,069	12,933

Lease liabilities included in the Balance Sheet at 30 June:		
Current	948	802
Non-current	8,849	8,604
Total lease liabilities	9,797	9,406



NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (CONTINUED)

NOTE 5. OUR FINANCIAL POSITION (CONTINUED)

5.8 Leases (continued)

Short-term and low value leases

Council has elected not to recognise right-of-use assets and lease liabilities for short-term leases of machinery that have a lease term of 12 months or less and leases of low-value assets (individual assets worth less than existing capitalisation thresholds for a like asset up to a maximum of AUD\$10,000), including IT equipment. Council recognises the lease payments associated with these leases as an expense on a straight-line basis over the lease term.

At 30 June 2024 Council had no short-term and low value leases.

Peppercorn Leases

The Council has entered into several lease agreements for properties, known as "peppercorn leases", where the lease payments are nominal or minimal, often symbolic in nature. These leases are primarily with non-profit organizations, and community groups to support activities aligned with the Council's community and social objectives. At 30 June 2024 council had the following peppercorn leases where Council is the lessor.

Organisation/ Lessee	Property Address	Commence Date	Expiry Date	Term of Lease	Further Terms	Commencing Rent per Annum (excl GST)	Council's dependency on peppercorn leases in its operation	Restrictions on the use of the underlying asset
Better Health Network (Formerly Central Bayside Community Health Services)	31 Venice St Mentone	01-Oct-94	01-Oct-44	50 Yrs	Nil	\$10.00	Recognising the Community Benefit Adult Day Care Centre	The permitted use restricted to an adult day care centre.
Abbeyfield Society Dingley Village Inc	267 Spring Rd Dingley Village	16-Dec-94	15-Dec-44	50 Yrs	Nil	\$1.00	Recognising the Community Benefit Supportive housing for elderly pensioners	The permitted use restricted to supportive housing for elderly pensioners residents.
Australasian Golf Club Inc (Chelsea Public Golf Course)	Edithvale Public Golf Course 112 Fraser Avenue Edithvale	01-Mar-21	21-Sep-25	4 Yrs 6 mths	Nil	\$1.00	Recognising the Community Benefit Council ongoing support to operate as a public golf course	The permitted use restricted to a public golf course.
Amy Salisbury trading as Seasoul Sauna (Sub Lease to Mordialloc Sailing Club Sub)	Part of the Chelsea Foreshore Reserve Mordialloc Sailing Club off Bowman St Aspendale	01-Aug-24	30-Jun-25	11 mths	Nil	\$1 If demand	Recognising a startup business for a short term occupancy	The term of the occupancy restricted to less than 12 months.



NOTE 6. ASSETS WE MANAGE

6.1 Non-current assets classified as held for sale

	2024 \$'000	2023 \$'000
Balance at beginning of the year	1,910	1,199
Reclassified as Non-Current Assets (Note 6.2)	(1,910)	711
Balance at end of the year	-	1,910



WELCOME

YOUR CITY

YEAR IN REVIEW

OUR PERFORMANCE

OUR ORGANISATION

OUR GOVERNANCE

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FINANCIAL REPORT

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (CONTINUED)

NOTE 6. ASSETS WE MANAGE (CONTINUED)

6.2 Property, infrastructure, plant and equipment

Summary of property, infrastructure, plant and equipment

	Carrying amount 30 June 2023 \$'000	Acquisitions \$'000	Contributions & Found Assets (Net) \$'000	Revaluation \$'000	Depreciation \$'000	Disposal \$'000	Write-off \$'000	Transfers \$'000	Adjustments /reclass- ifications \$'000	Carrying amount 30 June 2024 \$'000
Property	1,833,377	21,979	3,414	(31,506)	(9,081)	(298)	-	38,260	1,903	1,856,138
Plant and equipment	11,536	1,857	-	13	(3,497)	-	-	52	(301)	9,660
Infrastructure	900,284	20,678	258	154,304	(25,303)	-	-	3,640	-	1,053,861
Works in progress	50,449	25,964	-	-	-	-	(56)	(41,952)	-	34,405
	2,795,646	70,478	3,672	122,811	(37,881)	(298)	(56)	-	1,602	2,955,974

Summary of works in progress

	Opening WIP \$'000	Additions \$'000	Write-off \$'000	Transfers \$'000	Closing WIP \$'000
Property	43,758	18,060	(15)	(36,169)	25,634
Infrastructure	6,691	7,904	(41)	(5,783)	8,771
	50,449	25,964	(56)	(41,952)	34,405



	Land under roads \$'000	Land - specialised \$'000	Land - non specialised	Total land \$'000	Heritage buildings \$'000	Buildings - specialised \$'000	Building improvements \$'000	Leasehold improvements \$'000	Total buildings \$'000	Work in progress \$'000	Total property \$'000
(a) Property											
At fair value 1 July 2023	486,924	701,287	310,173	1,498,384	42,854	578,304	12,435	1,867	635,460	43,758	2,177,602
Accumulated depreciation at 1 July 2023	-	-	-	-	(27,868)	(266,645)	(4,183)	(1,771)	(300,467)	-	(300,467)
	486,924	701,287	310,173	1,498,384	14,986	311,659	8,252	96	334,993	43,758	1,877,135
Movements in fair value											
Additions	-	3,972	-	3,972	-	18,007	-	-	18,007	18,060	40,039
Contributions	-	1,250	-	1,250	-	2,164	-	-	2,164	-	3,414
Revaluation	(40,577)	(6,361)	(1,257)	(48,195)	2,577	28,788	-	-	31,365	-	(16,830)
Disposals	-	(36)	-	(36)	-	(3,559)	-	-	(3,559)	-	(3,595)
Write-off	-	-	-	-	-	-	-	-	-	(15)	(15)
Transfers	-	-	1,507	1,507	-	37,497	-	-	37,497	(36,169)	2,835
Adjustments/reclassifications	-	(7)	-	(7)	-	1,910	-	-	-	-	1,903
	(40,577)	(1,182)	250	(41,509)	2,577	84,807	-	-	87,384	(18,124)	27,751
Movements in accumulated depreciation											
Depreciation and amortisation	-	-	-	-	(445)	(8,009)	(546)	(81)	(9,081)	-	(9,081)
Accumulated depreciation of revaluations	-	-	-	-	(1,703)	(12,973)	-	-	(14,676)	-	(14,676)
Accumulated depreciation of disposals	-	-	-	-	-	3,297	-	-	3,297	-	3,297
Transfers	-	-	-	-	-	(744)	-	-	(744)	-	(744)
	-	-	-	-	(2,148)	(18,429)	(546)	(81)	(21,204)	-	(21,204)
At fair value 30 June 2024	446,347	700,105	310,423	1,456,875	45,431	663,111	12,435	1,867	722,844	25,634	2,205,353
Accumulated depreciation at 30 June 2024	-	-	-	-	(30,016)	(285,074)	(4,729)	(1,852)	(321,671)	-	(321,671)
Carrying amount	446,347	700,105	310,423	1,456,875	15,415	378,037	7,706	15	401,173	25,634	1,883,682



NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (CONTINUED)

NOTE 6. ASSETS WE MANAGE (CONTINUED)

6.2 Property, infrastructure, plant and equipment (continued)

	Heritage plant and equipment \$'000	Plant machinery \$'000	Fixtures fittings and furniture \$'000	Computers and telecomms \$'000	Library books \$'000	Total plant and equipment \$'000
(b) Plant and equipment						
At fair value 1 July 2023	1,918	3,473	21,898	10,761	23,415	61,465
Accumulated depreciation at 1 July 2023	(656)	(2,497)	(18,378)	(7,953)	(20,445)	(49,929)
	1,262	976	3,520	2,808	2,970	11,536
Movements in fair value						
Additions	-	231	253	230	1,143	1,857
Revaluation	32	-	-	-	-	32
Disposal	-	(80)	-	-	-	(80)
Transfers	-	-	-	52	-	52
Adjustments/ reclassifications	-	-	-	(301)	-	(301)
	32	151	253	(19)	1,143	1,560
Movements in accumulated depreciation						
Depreciation and amortisation	(18)	(244)	(1,255)	(1,017)	(963)	(3,497)
Accumulated depreciation of revaluations	(19)	-	-	-	-	(19)
Accumulated depreciation of disposals	-	80	-	-	-	80
	(37)	(164)	(1,255)	(1,017)	(963)	(3,436)
At fair value 30 June 2024	1,950	3,624	22,151	10,742	24,558	63,025
Accumulated depreciation at 30 June 2024	(693)	(2,661)	(19,633)	(8,970)	(21,408)	(53,365)
Carrying amount	1,257	963	2,518	1,772	3,150	9,660



	Roads ⁽ⁱ⁾ \$'000	Bridges \$'000	Footpaths and cycleways \$'000	Other infrastructure \$'000	Drainage \$'000	Recreational, leisure and community facilities \$'000	Parks open space and streetscapes \$'000	Work in progress \$'000	Total infrastructure \$'000
(c) Infrastructure									
At fair value 1 July 2023	913,178	10,694	145,654	13,468	502,843	48,289	41,605	6,691	1,682,422
Accumulated depreciation at 1 July 2023	(366,469)	(8,962)	(99,048)	(13,468)	(269,428)	(8,992)	(9,080)	-	(775,447)
	546,709	1,732	46,606	-	233,415	39,297	32,525	6,691	906,975
Movements in fair value									
Additions	6,598	-	266	-	3,145	5,699	4,970	7,904	28,582
Found Assets	-	-	67	-	509	-	-	-	576
Revaluation	101,958	-	27,238	-	198,512	-	-	-	327,708
Write-off	-	-	-	-	-	-	-	(41)	(41)
Transfers	758	-	46	-	44	1,472	1,320	(5,783)	(2,143)
	109,314	-	27,617	-	202,210	7,171	6,290	2,080	354,682
Movements in accumulated depreciation									
Depreciation and amortisation	(14,572)	(107)	(2,429)	-	(5,033)	(1,775)	(1,387)	-	(25,303)
Accumulated depreciation of found assets	-	-	(45)	-	(273)	-	-	-	(318)
Accumulated depreciation of revaluations	(47,296)	-	(18,936)	-	(107,172)	-	-	-	(173,404)
	(61,868)	(107)	(21,410)	-	(112,478)	(1,775)	(1,387)	-	(199,025)
At fair value 30 June 2024	1,022,492	10,694	173,271	13,468	705,053	55,460	47,895	8,771	2,037,104
Accumulated depreciation at 30 June 2024	(428,337)	(9,069)	(120,458)	(13,468)	(381,906)	(10,767)	(10,467)	-	(974,472)
Carrying amount	594,155	1,625	52,813	-	323,147	44,693	37,428	8,771	1,062,632

(i) Roads include off street car parks



NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (CONTINUED)

NOTE 6. ASSETS WE MANAGE (CONTINUED)

6.2 Property, infrastructure, plant and equipment (continued)

Acquisition

The purchase method of accounting is used for all acquisitions of assets, being the fair value of assets provided as consideration at the date of acquisition plus any incidental costs attributable to the acquisition. Fair value is the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date. Refer also to Note 8.4 for further disclosure regarding fair value measurement.

Where assets are constructed by Council, cost includes all materials used in construction, direct labour, borrowing costs incurred during construction, and an appropriate share of directly attributable variable and fixed overheads.

In accordance with Council's policy, the threshold limits detailed previously in this note have applied when recognising assets within an applicable asset class and unless otherwise stated are consistent with the prior year.

Asset recognition thresholds and depreciation periods:

	Depreciation Period Years	Purchase/ Construction \$ '000	Asset Improvement \$ '000
Property			
Land	N/A	-	N/A
Land under roads	N/A	10	N/A
Land improvements	10-50	N/A	20
Buildings	20-150	-	20
Buildings improvements	20-50	-	20
Leasehold improvements	10	-	20
Plant and equipment			
Plant, machinery and equipment	3-10	5	N/A
Library books	5	-	N/A
Other plant and equipment			
Heritage plant and equipment	10-20	5	N/A
Fixtures, fittings and furniture	3-10	2	N/A
Computers and telecommunications	3-5	2	N/A
Infrastructure			
Roads	25-100	-	50
Bridges	100	-	50
Footpaths and cycleways	60	-	50
Drainage	100	-	25
Other infrastructure			
Recreational, leisure and community facilities	20-150	-	20
Parks, open space and streetscapes	10-50	N/A	20
Off street car parks	25-100	-	50
Other	25-100	-	50



Land under roads

Council recognises land under roads it controls at fair value.

Depreciation and amortisation

Buildings, parks, open space and streetscapes, recreation, leisure and community facilities, plant and equipment, infrastructure and other assets having limited useful lives are systematically depreciated over their useful lives to Council in a manner which reflects consumption of the service potential embodied in those assets. Estimates of remaining useful lives and residual values are made on a regular basis with major asset classes reassessed annually. Depreciation rates and methods are reviewed annually.

Where assets have separate identifiable components that are subject to regular replacement, these components are assigned distinct useful lives and residual values and a separate depreciation rate is determined for each component.

Road earthworks are not depreciated on the basis that they are assessed as not having a limited useful life.

Straight line depreciation is charged based on the residual useful life as determined each year. Depreciation periods used are listed below and are consistent with the prior year unless otherwise stated.

Repairs and maintenance

Routine maintenance, repair costs, and minor renewal costs are expensed as incurred. Where the repair relates to the replacement of a component of an asset and the cost exceeds the capitalisation threshold the cost is capitalised and depreciated. The carrying value of the replaced asset is expensed.

Leasehold improvements

Leasehold improvements are recognised at cost and are amortised over the unexpired period of the lease or the estimated useful life of the improvement, whichever is the shorter. At balance date, leasehold improvements are amortised over a 10-year period.

Valuation of land and buildings

A valuation of land and buildings, as describe below, was undertaken by the independent Certified Practising Valuer Tom Kennedy, AAPI CPV API No: 86061, from Opteon Property Group ABN 78 144 732 589 as at 30 June 2024.

The valuation of land and buildings for financial reporting purposes is "Fair Value", being the "price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date." In the case of specialised buildings and other structures, fair value may be estimated by using depreciated replacement cost.

The land assets have been classified as non-specialised sites. Land assets were assessed based on valuation movements on a municipal-wide basis, by reviewing industry data, comparable sales as well as value changes over the past twelve-month period.

Specialised land (land under roads) has been valued at fair value using site values adjusted for englobo (undeveloped and/or unserved) characteristics, access rights and private interest of other parties and entitlements of infrastructure assets and services.

The building assets valued within Council's portfolio comprises a broad range of improvements, including sheds, pavilions, toilet blocks, sports facilities, and Council offices. Given the nature of the improvements and in the absence of an active and liquid markets, the depreciated replacement cost (DRC) approach has been utilised. This approach is used where the market approach is not suitable as the asset is rarely sold except as part of a continuing business, or alternatively, the improvements are of a specialised nature and the market buying price would differ materially to the market selling price as the asset is normally bought as a new asset but could only be sold for its residual value.



NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (CONTINUED)

NOTE 6. ASSETS WE MANAGE (CONTINUED)

6.2 Property, infrastructure, plant and equipment (continued)

Valuation of land and buildings (continued)

The date and type of the current valuation is detailed in the following table. An indexed based revaluation was conducted in the current year for land and building based on comparable market price and the economic useful life of the assets in the current year. A full revaluation of these assets will be conducted in 2024-25.

Details of the Council's land and buildings and information about the fair value hierarchy as at 30 June 2024 are as follows:

	Level 1 \$ '000	Level 2 \$ '000	Level 3 \$ '000	Date of Valuation	Type of Valuation
Land under roads	-	-	446,347	Jun-24	Indexation
Land – specialised	-	-	700,105	Jun-24	Indexation
Land – non-specialised	20,960	289,463	-	Jun-24	Indexation
Heritage buildings	-	-	15,415	Jun-24	Indexation
Buildings – specialised	-	-	378,037	Jun-24	Indexation
Building improvements	-	-	7,706	Jun-24	Indexation
Leasehold improvements	-	-	15	Jun-24	Indexation
Total	20,960	289,463	1,547,625		

Valuation of infrastructure

Valuation of infrastructure assets was performed by qualified engineers at Council.

The date and type of the current valuation is detailed in the following table. An Index based valuation was conducted in the current year on an average cost basis. A full revaluation of these assets will be conducted in 2024-25.

Details of Council's infrastructure and information about the fair value hierarchy as at 30 June 2024 are as follows:

	Level 1 \$ '000	Level 2 \$ '000	Level 3 \$ '000	Date of Valuation	Type of Valuation
Roads	-	-	594,155	Jun-24	Indexation
Bridges	-	-	1,625	Jun-24	Indexation
Footpaths and cycleways	-	-	52,813	Jun-24	Indexation
Drainage	-	-	323,147	Jun-24	Indexation
Recreational, leisure and community facilities	-	-	44,693	Jun-24	Indexation
Parks, open space and streetscapes	-	-	37,428	Jun-24	Indexation
Total	-	-	1,053,861		



Description of significant unobservable inputs into level 3 valuations

Specialised land and land under roads are valued using a market based direct comparison technique. Significant unobservable inputs include the extent and impact of restriction of use and the market cost of land per square metre. The extent and impact of restrictions on use varies and results in a reduction to surrounding land values between 5% and 90%. The market value of land varies significantly depending on the location of the land and the current market conditions. Current land values range from \$7.14 to \$10,637 per square metre.

Specialised buildings are valued using a depreciated replacement cost technique. Significant unobservable inputs include the current replacement cost and remaining useful lives of buildings. Current replacement costs are calculated on a square metre basis ranging from \$326 to \$10,036. The remaining useful lives of buildings are determined on the basis of the current condition of buildings and vary from 20 years to 150 years. Replacement cost is sensitive to changes in market conditions with any increase or decrease in cost flowing through to the valuation. Useful lives of buildings are sensitive to changes in expectations or requirements that could either shorten or extend the useful lives of buildings.

Infrastructure assets are valued based on the depreciated replacement cost. Significant unobservable inputs include the current replacement cost and remaining useful lives of infrastructure. The remaining useful lives of infrastructure assets are determined on the basis of the current condition of the asset and vary from 10 years to 150 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of infrastructure are sensitive to changes in use, expectations or requirements that could either shorten or extend the useful lives of infrastructure assets.

	2024 \$ '000	2023 \$ '000
Reconciliation of specialised land		
Land under roads	446,347	486,924
Parks and reserves	700,105	701,287
Total specialised land	1,146,452	1,188,211

6.3 Investment property

	2024 \$ '000	2023 \$ '000
Balance at beginning of financial year	4,437	4,038
Additions	123	-
Revaluation of existing investment property	144	399
Balance at the end of financial year	4,704	4,437

Investment property is held to generate long-term rental yields. Investment property is measured initially at cost, including transaction costs. Costs incurred subsequent to initial acquisition are capitalised when it is probable that future economic benefit in excess of the originally assessed performance of the asset will flow to Council. Subsequent to initial recognition at cost, investment property is carried at fair value, determined annually by independent valuers. Changes to fair value are recorded in the comprehensive income statement in the period that they arise.

Investment Property consists of a building at Peter Scullin Reserve, Mordialloc that is leased by a third party to operate a commercial restaurant.

Valuation of investment property

Valuation of investment property has been determined in accordance with an independent Certified Practising Valuer Tom Kennedy, AAPI CPV API No:63379, from Opteon Solutions who has recent experience in the location and category of the property being valued. The valuation is at depreciated replacement cost. The latest valuation of investment property is as at 30 June 2024.



NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (CONTINUED)

NOTE 7. PEOPLE AND RELATIONSHIPS

7.1 Council and key management remuneration

(a) Related Parties

Kingston Council is a stand-alone entity.

(b) Key Management Personnel

Key management personnel (KMP) are those people with the authority and responsibility for planning, directing and controlling the activities of Kingston City Council. The Councillors, Chief Executive Officer, General Managers and Chief Finance Officer are deemed KMP.

Details of key management personnel at any time during the year are:

Councillors	Councillor H Saab	(Mayor 1st July 2023 – 8th November 2023)
		(Councillor 9th November 2023 – 30th June 2024)
	Councillor C Hill	(Deputy Mayor 1st July 2023 – 8th November 2023)
		(Councillor 9th November 2023 – 30th June 2024)
	Councillor J Davey-Burns	(Councillor 1st July 2023 – 8th November 2023)
		(Mayor 9th November 2023 – 30th June 2024)
	Councillor T Davies	(Councillor 1st July 2023 – 8th November 2023)
		(Deputy Mayor 9th November 2023 – 30th June 2024)
	Councillor T Bearsley	(1st July 2023 – 30th June 2024)
	Councillor T Cochrane	(1st July 2023 – 30th June 2024)
	Councillor S Staikos	(1st July 2023 – 30th June 2024)
	Councillor D Eden	(1st July 2023 – 30th June 2024)
	Councillor C Howe	(1st July 2023 – 30th June 2024)
	Councillor G Hua	(1st July 2023 – 30th June 2024)
	Councillor G Oxley	(1st July 2023 – 30th June 2024)
CEO	Mr Peter Bean	
General Managers	Mr Jonathan Guttman	General Manager Planning & Place
	Ms Samantha Krull	General Manager Infrastructure & Open Space
	Mr Daniel Hogan	General Manager Customer & Corporate Support
	Ms Sally Jones	General Manager Community Strengthening
	Mr Bernard Rohan	Chief Finance Officer

	2024 No.	2023 No.
Total number of councillors	11	11
Chief Executive Officer and other Key Management Personnel	6	6
Total Key Management Personnel	17	17



(c) Remuneration of Key Management Personnel

Remuneration comprises employee benefits including all forms of consideration paid, payable or provided by Council, or on behalf of the Council, in exchange for services rendered. Remuneration of Key Management Personnel and Other senior staff is disclosed in the following categories.

Short-term employee benefits include amounts such as wages, salaries, annual leave or sick leave that are usually paid or payable on a regular basis, as well as non-monetary benefits such as allowances and free or subsidised goods or services.

Other long-term employee benefits include long service leave, other long service benefits or deferred compensation.

Post-employment benefits include pensions, and other retirement benefits paid or payable on a discrete basis when employment has ceased.

Termination benefits include termination of employment payments, such as severance packages.

Total remuneration of key management personnel was as follows:

	2024 \$'000	2023 \$'000
Short-term employee benefits	2,297	2,205
Other long-term employee benefits	25	-
Post employment benefits	189	179
Total	2,511	2,384

Total remuneration includes total salary package and superannuation but excludes accrued leave.

The numbers of Key Management Personnel whose total remuneration from Council and any related entities, fall within the following bands:

Income Range	2024 No.	2023 No.
\$30,000 – \$39,999	7	7
\$40,000 – \$49,999	1	1
\$50,000 – \$59,999	1	1
\$70,000 – \$79,999	1	1
\$90,000 – \$99,999	-	1
\$100,000 – \$109,999	1	-
\$260,000 – \$269,999	-	1
\$270,000 – \$279,999	-	1
\$280,000 – \$289,999	1	-
\$300,000 – \$309,999	1	2
\$310,000 – \$319,999	1	1
\$320,000 – \$329,999	2	-
\$390,000 – \$399,999	-	1
\$410,000 – \$419,000	1	-
	17	17



NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (CONTINUED)

NOTE 7. PEOPLE AND RELATIONSHIPS (CONTINUED)

7.1 Council and key management remuneration (continued)

(d) Remuneration of other senior staff

Other senior staff are officers of Council, other than Key Management Personnel, whose total remuneration exceeds \$170,000 and who report directly to a member of the KMP. *

Total remuneration of other senior staff was as follows:

	2024 \$'000	2023 \$'000
Short-term employee benefits	3,900	3,042
Other long-term employee benefits	126	49
Post-employment benefits	376	263
Total	4,402	3,354

The number of other senior staff are shown below in the relevant income bands.

Income Range	2024 No.	2023 No.
\$170,000 – \$179,999	1	-
\$180,000 – \$189,999	1	3
\$190,000 – \$199,999	6	3
\$200,000 – \$209,999	2	5
\$210,000 – \$219,999	5	4
\$220,000 – \$229,999	4	-
	19	15

	\$'000	\$'000
Total remuneration for the reporting year for other senior staff included above amounted to:	3,900	3,042

* Due to a definitional change the comparative figures in this note may not align with the previous year's annual report, which included disclosure of senior officers as defined in the *Local Government Act 1989*.
Remuneration to Key Management Personnel and Senior Officers calculated on accrual basis and previous year figures being adjusted for comparison purposes.



7.2 Related party disclosure

(a) Transactions with related parties

During the period Council entered into no transactions with related parties (2023: Nil).

(b) Outstanding balances with related parties

No balances are outstanding at the end of the reporting period in relation to transactions with related parties (2023: Nil).

(c) Loans to/from related parties

No loans were made to/from related parties of Council during the financial year (2023: Nil).

(d) Commitments to/from related parties

No commitments were made to/from related parties of Council during the financial year (2023: Nil).



NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (CONTINUED)

NOTE 8. MANAGING UNCERTAINTIES

8.1 Contingent assets and liabilities

Contingent assets and contingent liabilities are not recognised in the Balance Sheet, but are disclosed and if quantifiable, are measured at nominal value. Contingent assets and liabilities are presented inclusive of GST receivable or payable, respectively.

(a) Contingent assets

Contingent assets are possible assets that arise from past events, whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Council.

(b) Contingent liabilities

Contingent liabilities are:

- possible obligations that arise from past events, whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of Council; or
- present obligations that arise from past events but are not recognised because:
 - » it is not probable that an outflow of resources embodying economic benefits will be required to settle the obligation; or
 - » the amount of the obligation cannot be measured with sufficient reliability.

Superannuation

Council has obligations under a defined benefit superannuation scheme that may result in the need to make additional contributions to the scheme; matters relating to this potential obligation are outlined below and in Note 9.3. As a result of the volatility in financial markets, the likelihood of making such contributions in future periods exists.

Future superannuation contributions

In addition to the disclosed contributions, Council has not paid any unfunded liability payments to Vision Super. There were no contributions outstanding and no loans issued from or to the above schemes as at 30 June 2024. The expected contributions to be paid to the Defined Benefit category of Vision Super for the year ending 30 June 2024 are \$0.2 million (2023: \$0.2 million). At this point in time it is not known if additional contributions will be required, their timing or potential amount. 11 Council staff (2023: 13) are members of Vision Super's multi-employer defined benefits fund. Council established a Defined Benefit Call Reserve in 2014 to help provide for possible future calls on any unfunded liability of the fund. This reserve currently has a balance of \$1 million (2023: \$1 million).

Contingent liabilities arising from public liability

As a local authority with ownership of numerous parks, reserves, roads and other land holdings including former landfill sites, Council is regularly met with claims and demands allegedly arising from incidents which occur on land belonging to Council. There are a number of outstanding claims against Council in this regard. Council is currently a member of the MAV's Liability Mutual Insurance Scheme which provides \$600 million of public liability insurance and the maximum liability of the Council in any single claim is the extent of its excess.

Contingent liability arising from professional indemnity

As a local authority with statutory regulatory responsibilities, including the responsibility of issuing permits and approvals, Council is met with claims and demands for damages allegedly arising from the actions of Council or its officers. Council is currently a member of the MAV's Liability Mutual Insurance Scheme which provides \$600 million of professional indemnity insurance and the maximum liability of Council in any single claim is the extent of its excess. There are no instances or claims, that Council is aware of, which would fall outside the terms of Council's policy.



Other Contingent Liabilities

Council is presently involved in several confidential legal matters which are being conducted through Council's solicitors. As these matters are yet to be finalised and the financial outcomes are unable to be reliably estimated, no allowance for these contingencies has been made in the financial statements.

Insurance claims

Council has no major insurance claims that could have a material impact on future operations. Maximum liability per claim is \$20,000 excess. Public Liability coverage of \$600 million is maintained. Various under excess claims are also under consideration, for which an annual budgetary provision is approved.

Legal matters

Council has no major legal matters that could have a material impact on future operations.

Building cladding

Council has no potential contingent liabilities in relation to rectification works or other matters associated with building cladding that may have the potential to adversely impact on Council. However, rate relief has been provided to ratepayers adversely impacted by cladding issues.

Liability Mutual Insurance

Council was a participant of the MAV Liability Mutual Insurance (LMI) Scheme up until 2014. The LMI scheme provides public liability and professional indemnity insurance cover. The LMI scheme states that each participant will remain liable to make further contributions to the scheme in respect of any insurance year in which it was a participant to the extent of its participant's share of any shortfall in the provision set aside in respect of that insurance year, and such liability will continue whether the participant remains a participant in future insurance years.

8.2 Change in accounting standards

Certain new Australian Accounting Standards and interpretations have been published that are not mandatory for the 30 June 2024 reporting period. Council assesses the impact of these new standards.

In December 2022 the Australian Accounting Standards Board (AASB) issued *AASB 2022-10 Amendments to Australian Accounting Standards – Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities* to modify AASB 13 *Fair Value Measurement*. AASB 2022-10 amends AASB 13 *Fair Value Measurement* for fair value measurements of non-financial assets of not-for-profit public sector entities not held primarily for their ability to generate net cash inflows. The AASB 13 modifications:

- are applicable only to not-for-profit public sector entities;
- are limited to fair value measurements of non-financial assets not held primarily for their ability to generate net cash inflows;
- are to be applied prospectively for annual periods beginning on or after 1 January 2024;
- would not necessarily change practice for some not-for-profit public sector entities; and
- do not indicate that entities changing practice in how they measure relevant assets made an error in applying the existing requirements of AASB 13.

Council will assess any impact of the modifications to AASB 13 ahead of the 2024–25 reporting period.



NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (CONTINUED)

NOTE 8. MANAGING UNCERTAINTIES (CONTINUED)

8.3 Financial instruments

(a) Objectives and policies

Council's principal financial instruments comprise cash assets, term deposits, receivables (excluding statutory receivables), payables (excluding statutory payables) and bank and / or TCV borrowings.

Details of the material accounting policy information and methods adopted, including the criteria for recognition, the basis of measurement and the basis on which income and expenses are recognised, in respect of each class of financial asset, financial liability and equity instrument is disclosed in the notes of the financial statements. Risk management is carried out by senior management under policies approved by the Council. These policies include identification and analysis of the risk exposure to Council and appropriate procedures, controls and risk minimisation.

(b) Market risk

Market risk is the risk that the fair value or future cash flows of Council's financial instruments will fluctuate because of changes in market prices. Council's exposure to market risk is primarily through interest rate risk with only insignificant exposure to other price risks and no exposure to foreign currency risk.

Interest rate risk

Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in market interest rates. Council's interest rate liability risk arises primarily from long term loans and borrowings at fixed rates which exposes council to fair value interest rate risk. Council does not hold any interest bearing financial instruments that are measured at fair value, and therefore has no exposure to fair value interest rate risk. Cash flow interest rate risk is the risk that the future cash flows of a financial instrument will fluctuate because of changes in market interest rates. Council has minimal exposure to cash flow interest rate risk through its cash and deposits that are at floating rates.

Investment of surplus funds is made with approved financial institutions under the *Local Government Act 2020*. Council manages interest rate risk by adopting an investment policy that ensures:

- diversification of investment product;
- monitoring of return on investment; and
- benchmarking of returns and comparison with budget.

There has been no significant change in Council's exposure, or its objectives, policies and processes for managing interest rate risk or the methods used to measure this risk from the previous reporting period.

Interest rate movements have not been sufficiently significant during the year to have an impact on Council's year end result.



(c) Credit risk

Credit risk is the risk that a contracting entity will not complete its obligations under a financial instrument and cause Council to make a financial loss. Council has exposure to credit risk on some financial assets included in the balance sheet. Particularly significant areas of credit risk exist in relation to outstanding fees and fines as well as receivables from sporting clubs and associations. To help manage this risk:

- council has a policy for establishing credit limits for the entities council deals with;
- council may require collateral where appropriate; and
- council only invests surplus funds with financial institutions which have a recognised credit rating specified in council's investment policy.

Receivables consist of a large number of customers, spread across the ratepayer, business and government sectors. Credit risk associated with Council's financial assets is minimal because the main debtor is secured by a charge over the rateable property.

There are no material financial assets which are individually determined to be impaired.

Council may also be subject to credit risk for transactions which are not included in the balance sheet, such as when Council provides a guarantee for another party. Council has no guarantees to other parties. Details of our contingent liabilities are disclosed in note 8.1 (a).

The maximum exposure to credit risk at the reporting date to recognised financial assets is the carrying amount, net of any allowances for impairment of those assets, as disclosed in the balance sheet and notes to the financial statements. Council does not hold any collateral.

(d) Liquidity risk

Liquidity risk includes the risk that, as a result of Council's operational liquidity requirements, it will not have sufficient funds to settle a transaction when required or will be forced to sell a financial asset at below value or may be unable to settle or recover a financial asset.

To help reduce these risks, Council:

- has a liquidity policy which targets a minimum and average level of cash and cash equivalents to be maintained;
- has readily accessible standby facilities and other funding arrangements in place;
- has a liquidity portfolio structure that requires surplus funds to be invested within various bands of liquid instruments;
- monitors budget to actual performance on a regular basis; and
- sets limits on borrowings relating to the percentage of loans to rate revenue and percentage of loan principal repayments to rate revenue.

Council's maximum exposure to liquidity risk is the carrying amounts of financial liabilities as disclosed on the face of the balance sheet and any amounts related to financial guarantees disclosed in Note 8.1 (b) and is deemed insignificant based on prior periods' data and current assessment of risk.

There has been no significant change in Council's exposure, or its objectives, policies and processes for managing liquidity risk or the methods used to measure this risk from the previous reporting period.

Unless otherwise stated, the carrying amounts of financial instruments reflect their fair value.



NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (CONTINUED)

NOTE 8. MANAGING UNCERTAINTIES (CONTINUED)

8.3 Financial instruments (continued)

(e) Sensitivity disclosure analysis

Taking into account past performance, future expectations, economic forecasts, and management's knowledge and experience of the financial markets, Council believes there will be minimal movement over the next 12 months from the already low base cash rate of 4.1% (Base rates are sourced from Reserve Bank of Australia).

Thus, there will be minimal impact on the valuation of Council's financial assets and liabilities, and no material impact on the results of Council's operations.

8.4 Fair value measurement

Fair value hierarchy

Council's financial assets and liabilities are not valued in accordance with the fair value hierarchy, Council's financial assets and liabilities are measured at amortised cost.

Council measures certain assets and liabilities at fair value where required or permitted by Australian Accounting Standards. AASB 13 *Fair Value Measurement*, aims to improve consistency and reduce complexity by providing a definition of fair value and a single source of fair value measurement and disclosure requirements for use across Australian Accounting Standards.

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within a fair value hierarchy, described as follows, based on the lowest level input that is significant to the fair value measurement as a whole:

Level 1 – Quoted (unadjusted) market prices in active markets for identical assets or liabilities;

Level 2 – Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable; and

Level 3 – Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable.

For the purpose of fair value disclosures, Council has determined classes of assets and liabilities on the basis of the nature, characteristics and risks of the asset or liability and the level of the fair value hierarchy as explained above.

In addition, Council determines whether transfers have occurred between levels in the hierarchy by re-assessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

Revaluation

Subsequent to the initial recognition of assets, non-current physical assets, other than plant and equipment, are measured at their fair value, being the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date. (For plant and equipment carrying amount is considered to approximate fair value given short useful lives). At balance date, the Council reviewed the carrying value of the individual classes of assets measured at fair value to ensure that each asset materially approximated its fair value. Where the carrying value materially differed from the fair value at balance date, the class of asset was revalued.



Fair value valuations are determined in accordance with a valuation hierarchy. Changes to the valuation hierarchy will only occur if an external change in the restrictions or limitations of use of an asset result in changes to the permissible or practical highest and best use of the asset. In addition, Council undertakes a formal revaluation of land, buildings, and infrastructure assets on a regular basis ranging from 2 to 3 years. The valuation is performed either by experienced council officers or independent experts. The following table sets out the frequency of revaluations by asset class.

Asset class	Revaluation frequency
Land	2-3 years
Land under roads	2-3 years
Buildings	2-3 years
Heritage and culture	2-3 years
Roads	2-3 years
Drainage	2-3 years
Other infrastructure	2-3 years

Where the assets are revalued, the revaluation increases are credited directly to the asset revaluation reserve except to the extent that an increase reverses a prior year decrease for that class of asset that had been recognised as an expense in which case the increase is recognised as revenue up to the amount of the expense. Revaluation decreases are recognised as an expense except where prior increases are included in the asset revaluation reserve for that class of asset in which case the decrease is taken to the reserve to the extent of the remaining increases. Within the same class of assets, revaluation increases and decreases within the year are offset.

Impairment of assets

At each reporting date, the Council reviews the carrying value of its assets to determine whether there is any indication that these assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the assets carrying value. Any excess of the assets carrying value over its recoverable amount is expensed to the comprehensive income statement, unless the asset is carried at the revalued amount in which case, the impairment loss is recognised directly against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that same class of asset.

8.5 Events occurring after balance date

No matters have occurred after balance date which require disclosure in the financial report.



NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (CONTINUED)

NOTE 9. OTHER MATTERS

9.1 Reserves

(a) Asset revaluation reserve

	Balance at beginning of reporting period \$'000	Increment (decrease) \$'000	Balance at end of reporting period \$'000
2024			
Property⁽ⁱ⁾:			
Land (incl held for sale)	386,035	(7,625)	378,410
Land under roads	85,794	(40,577)	45,217
Buildings (incl held for sale)	150,902	16,689	167,591
	622,731	(31,513)	591,218
Infrastructure⁽ⁱⁱ⁾:			
Transport	505,329	62,964	568,293
Drainage	202,641	91,340	293,981
	707,970	154,304	862,274
Other:			
Heritage and culture	1,357	13	1,370
Other	3,966	-	3,966
	5,323	13	5,336
Total Asset revaluation reserve	1,336,024	122,804	1,458,828
2023			
Property⁽ⁱ⁾:			
Land	458,605	(72,568)	386,037
Land under roads	319,112	(233,318)	85,794
Buildings	119,531	31,369	150,900
	897,248	(274,517)	622,731
Infrastructure⁽ⁱⁱ⁾:			
Transport	460,578	44,752	505,330
Drainage	190,712	11,928	202,640
	651,290	56,680	707,970
Other:			
Heritage and culture	1,334	23	1,357
Other	3,966	-	3,966
	5,300	23	5,323
Total Asset revaluation reserve	1,553,838	(217,814)	1,336,024

The Asset revaluation reserve is used to record the increased (net) value of Council's assets over time.

(i) Valuation of property was performed by qualified independent valuers. Land and buildings and land under roads were valued by Opteon Solutions as at June 2024.

(ii) Valuation of Infrastructure assets was performed by qualified engineers at Council. The valuation is at fair value based on replacement cost less accumulated depreciation as at the date of valuation. Valuation levels can fluctuate depending on contract rates incurred by Council during each year.

**(b) Other reserves**

	Balance at beginning of reporting period \$'000	Transfer from Accumulated Surplus \$'000	Transfer to Accumulated Surplus \$'000	Balance at end of reporting period \$'000
2024				
Asset replacement reserve	259	-	-	259
Asset development reserve	27,456	5,610	(7,080)	25,986
Aged care	8,699	-	-	8,699
Foreshore	4,182	1,527	(3,147)	2,562
Green wedge	6,636	1,166	(1,725)	6,077
Defined benefit call	1,000	-	-	1,000
Stormwater Quality reserve	3,470	777	-	4,248
Other	632	7,270	(4,259)	3,643
Total other reserves	52,334	16,351	(16,211)	52,474
2023				
Asset replacement reserve	299	-	(40)	259
Asset development reserve	21,758	6,812	(1,114)	27,456
Aged care	8,698	-	-	8,698
Foreshore	2,007	5,475	(3,300)	4,182
Green wedge	5,878	1,126	(368)	6,636
Defined benefit call	1,000	-	-	1,000
Stormwater Quality reserve	2,936	535	-	3,471
Other	360	301	(29)	632
Total other reserves	42,936	14,249	(4,851)	52,334

The Asset replacement reserve is an appropriation to partially fund future costs associated with Council's buildings.

The Asset development reserve recognises the cash contributions made by developers, pursuant to the requirements of the Subdivision of Land Act. Total open space cash contributions of \$5.2 million were received in 2023/24 (2022/23: \$7.1m). Council has elected to utilise these contributions for open space purchase and development.

Aged care reserves include funds for home care clients that have not fully spent their Linkages packages.

The Foreshore and Green Wedge reserves were reserves created in 2011 via a Council resolution which are used to accelerate the renewal and improvement to Council's foreshore and non-urban green wedge area.

The Defined benefit call reserve was established in 2014 to provide for possible future calls on any unfunded liability of the Defined benefit superannuation fund. Council ceased making contributions into this reserve in 2014/15.

The Stormwater Quality reserve was first established in 2017/18 to help fund various stormwater improvement projects throughout Council.

Other reserves represent appropriations provided by the community to be used for specific purposes, including reserves created in 2012 for Sundowner Neighbourhood House and Chelsea Senior Citizens Centre due to Council taking over the operation of these facilities plus reserves for special rates.

Other reserves include Capex Fund Reserves implemented as per Council Resolution since financial year 2023/24.

Other reserves include Art Fund Reserves implemented as per Council Resolution since financial year 2023/24. The purpose of that reserve is to provide funding for integrated public art. Income into the reserve is through allocation of Council Rates derived from project construction cost for Open Space and Building Projects over \$1.0 million in value.



NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (CONTINUED)

NOTE 9. OTHER MATTERS (CONTINUED)

9.2 Reconciliation of cash flows from operating activities to surplus

	2024 \$'000	2023 \$'000
Surplus for the year	13,976	32,745
Non-cash adjustments		
Depreciation of property, infrastructure, plant and equipment	37,881	34,399
Amortisation of intangible assets	210	300
Amortisation of right-of-use assets	1,247	1,148
Capital Work in progress written off	57	11
Loss/(gain) on sale of property, infrastructure, plant & equipment	213	2,213
Found assets / other (note 3.7)	(258)	-
Fair value adjustment for investment property	(144)	(399)
Finance costs – leases	469	445
Contributions non-monetary	(3,413)	-
Changes in assets and liabilities:		
(Increase)/decrease in trade and other receivables	(2,184)	1,422
(Increase)/decrease in other assets	(3,701)	(2,287)
(Increase)/decrease in prepayments	299	193
Increase/(decrease) in trade and other payables	(2,900)	(7,324)
Increase/(decrease) in other provisions	(212)	454
Increase/(decrease) in employee provisions	(768)	289
Increase/(decrease) in contract and other liabilities	(1,705)	(10,541)
Increase/(decrease) in trust funds and deposits	177	(6,998)
Net cash provided by operating activities	39,244	46,070



9.3 Superannuation

Council makes the majority of its employer superannuation contributions in respect of its employees to the Local Authorities Superannuation Fund (the Fund). This Fund has two categories of membership, accumulation and defined benefits, each of which is funded differently.

Obligations for contributions to the Fund are recognised as an expense in the Comprehensive Income Statement when they are made or due.

Accumulation

The Fund's accumulation category, Vision MySuper/Vision Super Saver, receives both employer and employee contributions on a progressive basis. Employer contributions are normally based on a fixed percentage of employee earnings (for the year ended 30 June 2024, this was 11.0% as required under Superannuation Guarantee (SG) legislation (2023: 10.5%)).

Defined Benefit

The Council does not use defined benefit accounting for its defined benefit obligations under the Fund's Defined Benefit category. This is because the Fund's defined benefit category is a pooled multi-employer sponsored plan.

There is no proportional split of the defined benefit liabilities, assets or costs between the participating employers as the defined benefit obligation is floating obligation between the participating employers and the only time that the aggregate obligation is allocated to specific employers is when a call is made. As a result, the level of participation of the Council in the Fund cannot be measured as a percentage compared with other participating employers. Therefore, the Fund Actuary is unable to allocate benefit liabilities, assets and costs between employers for the purposes of AASB 119 *Employees Benefits*.

Funding arrangements

Council makes employer contributions to the Defined Benefit category of the Fund at rates determined by the Trustee on the advice of the Fund Actuary. A triennial actuarial investigation for the Defined Benefit category as at 30 June 2023 was conducted and completed by 31 December 2023. The vested benefit index (VBI) of the Defined Benefit category as at 30 June 2023 was 104.1%. Council was notified of the 30 June 2023 VBI during August 2023. The financial assumptions used to calculate the 30 June 2023 VBI were:

Net investment returns 5.7% pa

Salary information 3.5% pa

Price inflation (CPI) 2.8% pa

The VBI is used as the primary funding indicator. Because the VBI was above 100%, the 30 June 2023 actuarial investigation determined the Defined Benefit category was in a satisfactory financial position and that no change was necessary to the Defined Benefit category's funding arrangements from prior years.



NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (CONTINUED)

NOTE 9. OTHER MATTERS (CONTINUED)

9.3 Superannuation (continued)

Employer contributions

(a) Regular contributions

On the basis of the results of the 2023 triennial actuarial investigation conducted by the Fund Actuary, Council makes employer contributions to the Fund's Defined Benefit category at rates determined by the Fund's Trustee. For the year ended 30 June 2024, this rate was 11.0% of members' salaries (10.5% in 2022-23). This rate is expected to increase in line with any increases in the SG contribution rate and was reviewed as part of the 30 June 2023 triennial valuation.

In addition, Council reimburses the Fund to cover the excess of the benefits paid as a consequence of retrenchment above the funded resignation or retirement benefit.

(b) Funding calls

If the Defined Benefit category is in an unsatisfactory financial position at an actuarial investigation or the Defined Benefit category's VBI is below its shortfall limit at any time other than the date of the actuarial investigation, the Defined Benefit category has a shortfall for the purposes of SPS 160 and the Fund is required to put a plan in place so that the shortfall is fully funded within three years of the shortfall occurring. The Fund monitors its VBI on a quarterly basis and the Fund has set its shortfall limit at 98% (previously 97%).

In the event that the Fund Actuary determines that there is a shortfall based on the above requirement, the Fund's participating employers (including Council) are required to make an employer contribution to cover the shortfall.

Using the agreed methodology, the shortfall amount is apportioned between the participating employers based on the pre-1 July 1993 and post-30 June 1993 service liabilities of the Fund's Defined Benefit category, together with the employer's payroll at 30 June 1993 and at the date the shortfall has been calculated.

Due to the nature of the contractual obligations between the participating employers and the Fund, and that the Fund includes lifetime pensioners and their reversionary beneficiaries, it is unlikely that the Fund will be wound up.

If there is a surplus in the Fund, the surplus cannot be returned to the participating employers.

In the event that a participating employer is wound-up, the defined benefit obligations of that employer will be transferred to that employer's successor.

The 2023 triennial actuarial investigation surplus amounts

An actuarial investigation is conducted annually for the Defined Benefit category of which Council is a contributing employer. Generally, a full actuarial investigation is conducted every three years and interim actuarial investigations are conducted for each intervening year. A full investigation was conducted as at 30 June 2023.

The Fund's actuarial investigation identified the following for the Defined Benefit category of which Council is a contributing employer:

	2023 (Triennial) \$m	2022 (Interim) \$m
A VBI Surplus	84.7	44.6
A total service liability surplus	123.6	105.8
A discounted accrued benefits surplus	141.9	111.9

The VBI surplus means that the market value of the fund's assets supporting the defined benefit obligations exceed the vested benefits that the defined benefit members would have been entitled to if they had all exited on 30 June 2023.

The total service liability surplus means that the current value of the assets in the Fund's Defined Benefit category plus expected future contributions exceeds the value of expected future benefits and expenses as at 30 June 2023.

The discounted accrued benefit surplus means that the current value of the assets in the Fund's Defined Benefit category exceeds the value of benefits payable in the future but accrued in respect of service to 30 June 2023.

***The 2024 interim actuarial investigation***

An interim actuarial investigation is being conducted for the Fund's position as at 30 June 2024 as the Fund provides lifetime pensions in the Defined Benefit category. It is anticipated that this actuarial investigation will be completed by October 2024.

The VBI of the Defined Benefit category was 105.4% as at 30 June 2024. The financial assumptions used to calculate the 30 June 2024 VBI were:

Net investment returns 5.6% pa

Salary information 3.5% pa

Price inflation (CPI) 2.7% pa

Council was notified of the 30 June 2024 VBI during August 2024.

Because the VBI was above 100%, the Defined Benefit category was in a satisfactory financial position at 30 June 2024 and it is expected that the actuarial investigation will recommend that no change will be necessary to the Defined Benefit category's funding arrangements from prior years.

The 2020 triennial investigation

The last triennial actuarial investigation conducted prior to 30 June 2023 was at 30 June 2020. This actuarial investigation was completed by 31 December 2020. The financial assumptions for the purposes of that investigation was:

	2020 Triennial investigation	2023 Triennial investigation
Net investment return	5.6% pa	5.7% pa
Salary inflation	2.5% pa for two years and 2.75% pa thereafter	3.50% pa
Price inflation	2.0% pa	2.8% pa

Superannuation contributions

Contributions by Council (excluding any unfunded liability payments) to the above superannuation plans for the financial year ended 30 June 2024 are detailed below:

Scheme	Type of Scheme	Rate	2024 \$'000	2023 \$'000
Vision Super	Defined benefit	11.0% (2023:10.5%)	175	233
Vision Super	Accumulation	11.0% (2023:10.5%)	4,683	4,318

Council has not paid any unfunded liability payments to Vision Super during 2024 (2023: Nil).

There were \$1.0 million contributions outstanding as at 30 June 2024 (2024: \$0.8 million).

The expected contributions to be paid to the Defined Benefit category of Vision Super for the year ending 30 June 2024 is \$0.2 million.

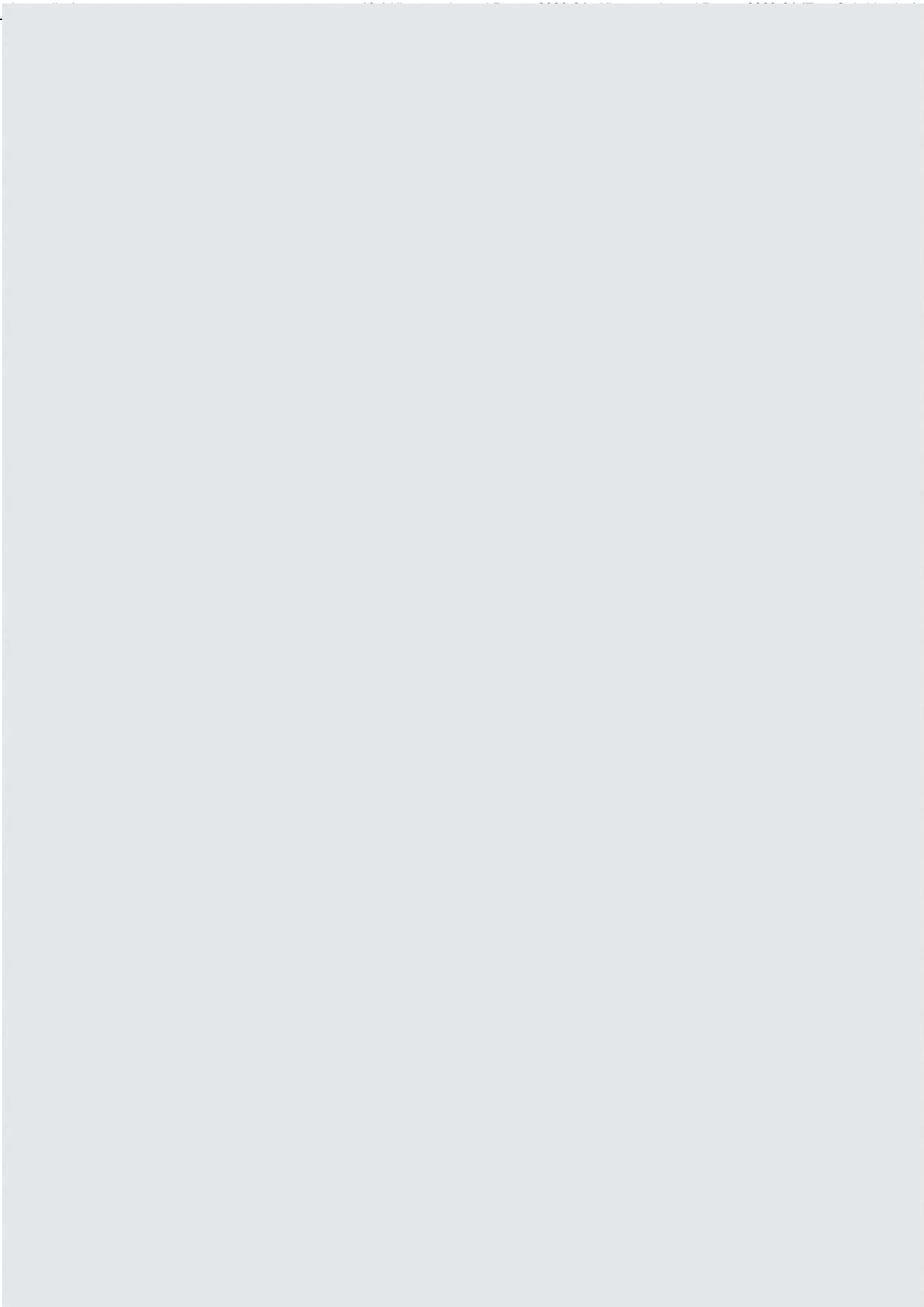


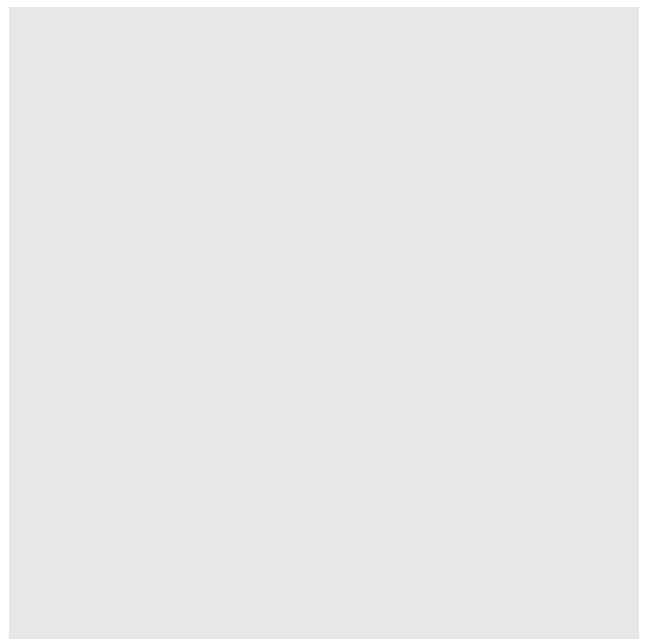
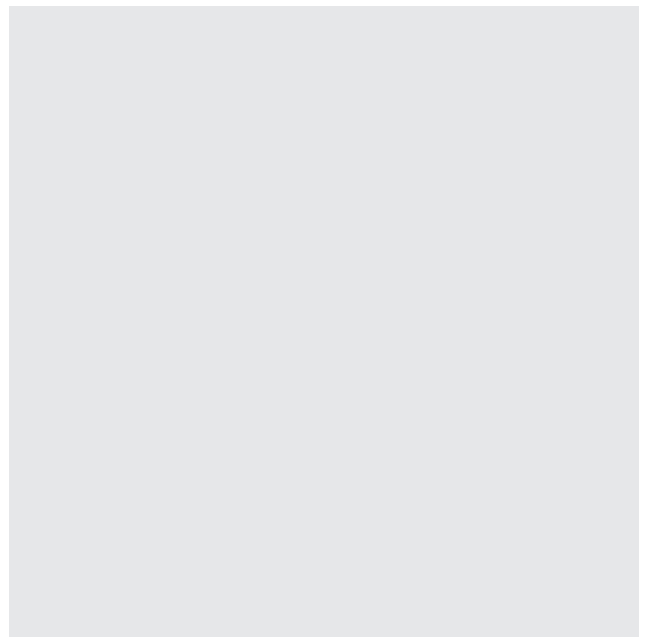
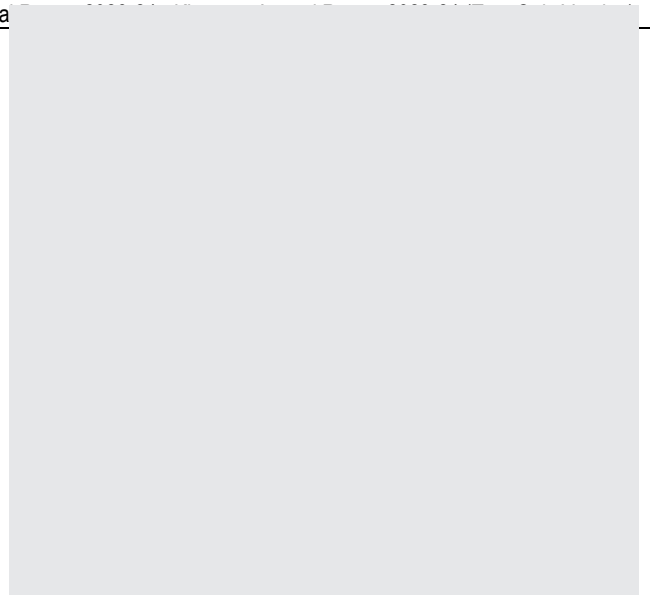
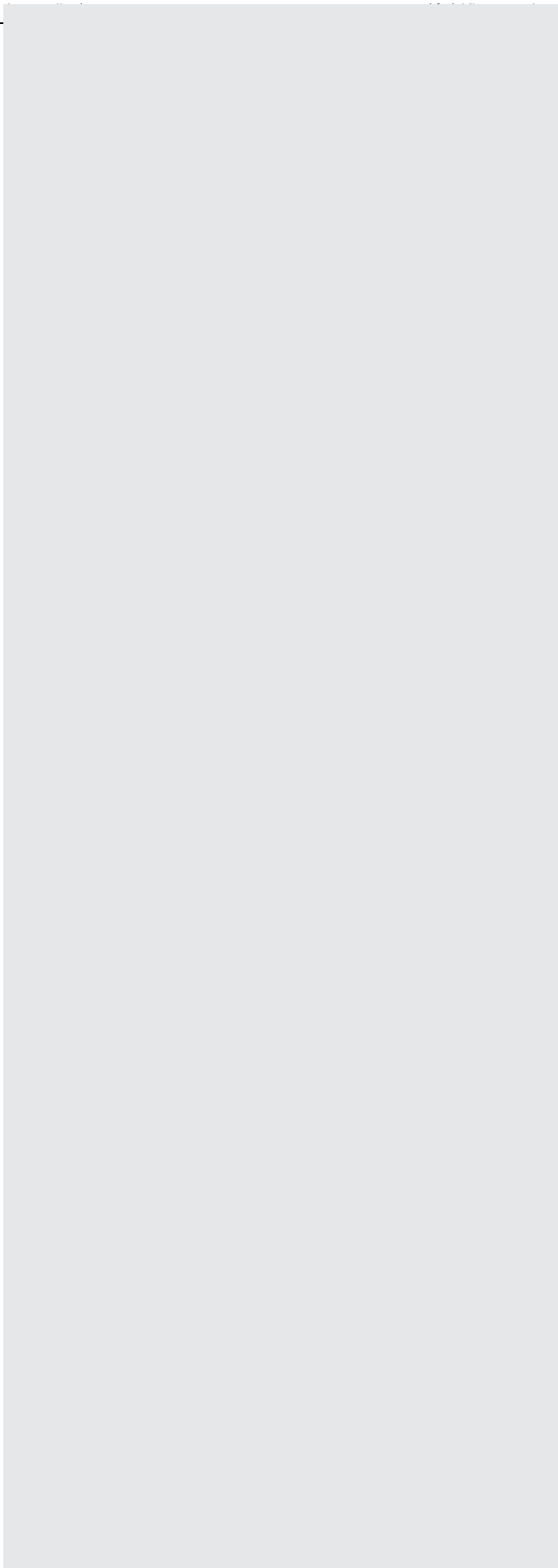
GLOSSARY OF TERMS

AAS	Australian Accounting Standards
ABS	Australian Bureau of Statistics
Act	Means the <i>Local Government Act 2020</i> .
Annual Report	Means a report of the council's operations of the previous financial year and contains a report of operations, audited financial statements and an audited performance statement.
Asset Plan	A plan with an outlook of at least 10 years setting out information about maintenance, renewal, acquisition, expansion, upgrade, disposal and decommissioning of each class of infrastructure under Council's control.
Audit and Risk Committee	Independent advisory board that advises Council on its responsibilities.
Climate and Ecological Emergency Response Plan (CEERP)	Adopted in July 2021, the CEERP establishes a net zero by 2025 goal for Council operations and an aspirational goal of net zero by 2030 for the Kingston community.
Community Vision	Developed through a deliberative engagement process with a community panel, the Your Kington Your Future Community Vision is an aspirational vision statement for a more liveable and sustainable Kington.
Council Plan	Sets out the objectives, strategies, strategic indicators and resources reflecting the visions and aspirations of the community for the four-year Council term.
ESD	Environmentally Sustainable Design
Financial plan	A plan of financial and non-financial resources for at least the next 10 years required to achieve the Council Plan and other strategic plans of Council.
Financial Year	Means the period of 12 months ending on 30 June each year.
Governance and management checklist	Means a prescribed checklist of policies, plans and documents that councils must report the status of in the report of operations, covering engagement, planning, monitoring, reporting and decision making.
Indicator	Means what will be measured to assess performance.
Initiative	Actions that are one-off in nature and/or lead to improvements in service.
Local Government Community Satisfaction Survey (CSS)	The annual community satisfaction survey compiles community feedback in five key performance areas. It is mirrored by a state-wide survey run by Local Government Victoria (Department of Government Services).
Local Government Performance Reporting Framework (LGPRF)	The LGPRF is a mandatory system of performance reporting for all Victorian councils, made up of a range of measures and available publicly via the knowyourcouncil website.
Major initiative	Significant initiatives that directly contribute to the achievement of the Council Plan for the current year and have a major focus in the budget.



MCH	Maternal and child health
Measure	Means how an indicator will be measured – usually a calculation with a numerator and denominator.
Municipal Public Health and Wellbeing Plan (MPHWP)	The <i>Public Health and Wellbeing Act 2008</i> requires councils to prepare a municipal public health and wellbeing plan every four years, within 12 months of a Council general election.
NAIDOC	National Aboriginal and Islander Day Observance Committee.
Performance Statement	A statement including the results of the prescribed service outcome indicators, financial performance indicators and sustainable capacity indicators for the financial year and included in the annual report.
Integrated strategic planning and reporting framework	The key statutory planning and reporting documents that are required to be prepared by councils to ensure accountability to local communities in the performance of functions and exercise of powers under the Act.
Revenue and rating plan	A medium-term plan for how Council will generate income to deliver on the Council Plan, programs and services, and capital works commitments over a 4-year period.
Service performance indicators	A prescribed set of indicators measuring the effectiveness and efficiency of council services covering appropriateness, quality, cost and service outcomes.
South East Councils Climate Change Alliance (SECCCA)	A group of councils that seeks to advocate, educate and deliver regional climate change projects that benefit residents in southeast Victoria.
Strategic direction	Council's high-level aspirations in delivering the Community Vision over the 4-year Council Plan period as required by s90(2)(a) of the <i>Local Government Act 2020</i> .
Strategic indicator	Measures of the achievement of our strategic objectives as required by s90(2)(d) of the <i>Local Government Act 2020</i> .
Strategic objective	The key themes which underpin Council's strategic directions as required by s90(2)(b) of the <i>Local Government Act 2020</i> .
VCAT	Victorian Civil and Administrative Tribunal







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Ordinary Council Meeting

21 October 2024

Agenda Item No: 10.2

GOVERNANCE AND COMPLIANCE REPORT

Contact Officer: Sharon Banks, Governance Officer
Marilyn DeBenedictis, Governance Officer Compliance

Purpose of Report

The purpose of this report is to present various governance and compliance related matters to Council for noting and endorsement including:

- Seek a resolution of Council to appoint and authorise members of Council staff under the *Planning and Environment Act 1987* (the PE Act) (Appendix 1)
- Receive the minutes from the Audit and Risk Committee (Appendix 2)
- Note the Informal Meeting of Councillor Record (Appendix 3)

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. In the exercise of the powers conferred by s147(4) of the *Planning and Environment Act 1987*, resolves that:
 - a) The members of Council staff referred to in the instrument attached be appointed and authorised as set out in the instrument.
 - b) The instrument comes into force immediately on resolution and remains in force until such time as the officers are 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.
2. Receive the minutes from the September 2024 Audit and Risk Committee.
3. Note the Informal Meeting of Councillors Records (*Appendix 3*)

1. Executive Summary

Instrument of Appointment and Authorisation

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.

Audit and Risk Committee Minutes

The Audit and Risk Committee Charter requires the minutes of the Audit and Risk Committee meetings be presented to Council.

2. Discussion

2.1 Instrument of Appointment and Authorisation

Instruments of Appointment and Authorisation under the Planning and Environment Act (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 P&E 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 (**Appendix 1**).

2.2 Minutes of the Audit and Risk Committee – September 2024

The minutes of the Audit and Risk Committee meeting held on 11 September 2024 are attached.

3. Consultation

3.1 Instrument of Appointment and Authorisation (Planning and Environment Act)

With the addition of two new team members to the Vegetation and Compliance team, it was deemed an appropriate time to develop a template that consolidates all team members onto a single authorisation document. This version is clearer and helps streamline monitoring.

The updated Instrument of Appointment and Authorisation for the Vegetation and Compliance team is attached (Appendix 1).

4. Compliance Checklist

4.1 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

The formal delegation of legislated powers, duties and functions via instruments of delegation make the effective and efficient functioning of Council possible. These instruments allow Council officers to perform day to day duties and make decisions that may otherwise need to be decided upon by Council.

4.2 Governance Principles Alignment

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

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

4.3 Financial Considerations

Not applicable.

4.4 Risk Considerations

Instrument of Appointment and Authorisation

The adoption of the Instruments will ensure Council continues to comply with its obligations under various Acts and Regulations and incorporate all recent legislative developments.

Audit and Risk Committee Minutes


Not applicable.

Appendices

Appendix 1 - S11A Instrument of Appointment and Authorisation - Compliance and Vegetation Team (Ref 24/298436)  [↓](#)

Appendix 2 - Audit and Risk Committee Minutes - 11 September 2024 (Ref 24/354426)  [↓](#)

Appendix 3 - Informal Meeting of Councillors Record - Councillor Briefing 7 October 2024 (Ref 24/391017)  [↓](#)

Appendix 4 - Informal Meeting of Councillors Record - Draft Agenda Briefing 14 October 2024 (Ref 24/398094)  [↓](#)

Author/s: Sharon Banks, Governance Officer

Marilyn DeBenedictis, Governance Officer Compliance

Reviewed and Approved By: Kelly Shacklock, Manager Governance Risk and Integrity

Dan Hogan, General Manager Customer and Corporate Support

10.2

GOVERNANCE AND COMPLIANCE REPORT

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Instrument of Appointment and Authorisation (*Planning and Environment Act 1987*)

In this instrument "**officer**" means -

**Guillermo Henning
Sara Craigie
Samuel Jameson
Pamela Materowski
Corey Smith
Ceinwyn Ubrihien
Nicole Morris
Richard Owers
Emilia Fabos
Hazel Francis
Marina Tidmarsh
Jordan Miles
Lino Araujo**

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 resolution of Council;
- 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 21 October 2024.

minutes

Audit and Risk Committee



11 September 2024 at 8.30 a.m.

Oakleigh Room 603, 1230 Nepean Hwy Cheltenham

Members:

Ms Claire Filson (Chair)
Mr Phillip Lee (Member)
Mr Geoff Harry (Member)
Cr Jenna Davey-Burns (Mayor)
Cr Georgina Oxley (Member) – via video conference

In Attendance:

Peter Bean (Chief Executive Officer)
Bernard Rohan (Chief Financial Officer)
Dan Hogan (General Manager Customer and Corporate Support)
Kelly Shacklock (Manager Governance, Risk and Integrity)
Carly Mandich (Team Leader Organisational Governance)
Marilyn De Benedictis (Governance Officer Compliance)
Lynda Cooper (Crowe Australasia)

Presenters:

Mark Peters (HLB Mann Judd)
Tania Yeung (HLB Mann Judd)
Scott Moore (Manager Finance)
Steve Tierney (Manager PMO & Major Projects)
Amanda Rigby (Manager Customer Experience and Corporate Performance)
Helen F. Scott (Team Leader Environmental Planning)
Jordan Perdevski (Manager Information Services and Strategy)

1. **In camera discussion**
The CEO discussed confidential matters with the Committee.
2. **Acknowledgement of Traditional Owners**
3. **Apologies**
Andrew Zavitsanos (Crowe Australasia)
4. **Declaration by members & officers of any interest or conflict of interest in items on the agenda**
Nil
5. **Declaration of any work undertaken at Council by Internal Auditors outside of the Internal Audit Plan**
Nil
6. **Review and confirmation of previous minutes**
The minutes of the 13 June 2024 Audit and Risk Committee were confirmed.

7. Audit and Risk Committee - Action List

The Committee confirmed that item 9 is in relation to the performance survey outcomes. Further commentary on this item will be provided at the December meeting.

The report was noted.

Action:

Send Phillip Lee the Cyber IA report.

8. Audit and Risk Work Plan 2024-25

Kelly Shacklock presented the report and provided the following highlights:

Feedback from previous meeting was incorporated into the work plan.

The number of meetings has been reduced from 5 to 4.

The report was noted and the revised workplan was adopted by the Committee.

Action:

Update the charter to reflect the number of meetings.

Consider extending the March meeting time.

9. CEO advice on Council matters and Emerging Sector Issues

The CEO provided an overview on the following items:

Monitors have been appointed at Casey, Strathbogie and, Whittlesea councils to support good governance processes for the new Councils.

Local Government Act 2020 Reforms - Council is ensuring the changes are incorporated into Councillor induction, and that our procedures and practices support the changes. Regulations are expected to be finalised in October.

Council Elections - Candidates nominations are open, election period to commence. Council is managing interaction with candidates in accordance with relevant policies. A Special Meeting is scheduled on Monday, prior to the election period.

The Committee noted the report.

10. Declaration by CEO of any significant breaches of legislation

Nil reported.

Scott Moore joined the meeting.

11. Closing Report and Management Letter for the Financial Year Ended 30 June 2024

Bernard Rohan provided an overview of the report.

Mark Peters and Tania Yeung (HLB Mann Judd) joined the meeting via video-conference.

The VAGO Closing Report notes that the 2023/24 audit of the City of Kingston's financial and performance statements has not identified any issues of high risk or material misstatement. This is confirmed in the Final Management Letter from the Victorian Auditor General's Office and supported by HLB Mann Judd.

The Final Management Letter provides a summary of audit findings. It includes recommendations:

- from previous audit results,
- adjustments to the financial report identified by the auditors that have been accepted and rectified by management,
- the need for an independent valuation of physical assets, that will be undertaken in 2024/25.

The Committee noted the report and discussed the following:

- Best practice to address infrastructure and asset classes (State Government financial reporting direction provides an overall guide)
- Council's Asset Accounting policy was adopted in June 2024 and includes property, infrastructure, asset management valuation and renewal cycle.
- Valuations and independent valuations on assets to be addressed in coming year.

Action:

The CFO to present an interim report at the March 2025 Committee meeting to provide a progress update and flag any issues prior to 30 June.

The Committee noted the VAGO Closing Report and Management Letter.

The Committee met in camera with external auditors Mark Peters & Tania Yeung (HLB Mann Judd).

Steve Tierney joined the meeting

12. 2023/24 Draft Financial Statements - Audit Committee Certification

Bernard Rohan presented the report and highlighted the following:

The City of Kingston has prepared draft Financial and Performance Statements for inclusion in the 2023/24 Annual Report. Management certifies that this material has been prepared in accordance with the standards and requirements for local government and has been subject to audit. The final Management Certification will be signed by the CEO and the CFO subject to audit finalisation.

The Committee noted the draft Management Certification for the draft 2023/24 Financial Statements and 2023/24 Performance Statement.

13. Financial Statements for the Year Ended 30 June 2024

Bernard Rohan and Steve Tierney presented the report and highlighted the following:

Kingston's net operating result for 2023/24 was a surplus of \$14.4 million which was \$18.3 million unfavourable to the prior year result and \$13.3 million favourable to the adopted budget.

Steve highlighted the capital expenditure programme and noted that:

- Although total project expenditure for 2023/24 was above budget, enhanced project management resulted in improved project deliverability.
- Projects were delivered within time frames.
- The findings from previous internal audits were incorporated into the project management framework.
- The Project Management Office (PMO) monitors projects to proactively detect and address issues that might adversely affect progress.
- Model of planning and delivering projects extend across several financial years.
- Focus is on renewal projects and investing in capital works program.

The Committee commended the PMO on its exceptional performance delivering capital expenditure projects and outcomes. The Committee discussed:

- Council has adopted strategies to reduce rates and arrears balance, returning to applying penalty interest while at the same time applying the hardship policy.
- Council will continue to monitor and mitigate the effect of decreasing grant revenue and the increasing cost of materials and services in regular forecasting and financial reporting to Council during 2024/25.

The Audit and Risk Committee recommended to Council to adopt the draft 2023/24 Financial Statements in principle as part of the Annual Report, subject to finalisation of the audit by the Victorian Auditor General's office (and their representatives HLB Mann Judd) and note VAGO will issue an unqualified audit opinion and the Committee noted the Management Letter and Final Report from the Auditor General.

Action:

The Committee suggested that the Councillors who are on the Committee should be the Councillors who sign the financial statements.

Steve Tierney left the meeting

14. Results of the 2023/24 Data Analysis Audit

Bernard Rohan presented the report and highlighted the following:

- The Finance Department has undertaken audits of all key systems and reviewed data to report and track the way that key financial information is managed by Council.
- Sundry Debtor information was included in this data analytics review and in line with requests from the Audit and Risk Committee.
- Improved metrics overall and the results reflect that the system controls in place in Payroll (Aurion), General Ledger (Tech One); Accounts Payable (Tech One), and Rates (Pathway) are working as intended and no material variations or areas of concern were found during the testing.

The Committee discussed annual leave rates.

The Committee noted the report and commended the team on the report noting the benefits of undertaking the analytics in-house.

Amanda Rigby joined the meeting

15. Local Government Performance Reporting Framework - 2023-24 Service Performance Results & Performance Statement for the Year Ended 30 June 2024

Amanda Rigby presented the report and provided highlights on the following:

- Service performance indicators (Report of Operations)
- Governance and Management Checklist

The Report of Operations contains information to be included in Councils Annual Report. The Service Performance Results indicate:

- 100% of indicators achieved a result within the expected range set by Local Government Victoria (LGV).
- 22% of indicators achieved an improved result by 10% or more compared to last year's result.
- 63% of indicators achieved a result similar to last year's result.
- 15% of indicators demonstrated a decreased result by 10% or more compared to last year's result.

Kingston's 2023–24 performance results are broadly in line with expectations and benchmarks.

Kingston's Governance and Management Checklist resulted in Council assessing itself as compliant against each of the 27 items.

The Committee commended the team on achieving compliance.

The Committee noted the report and recommended that council adopt in principle the draft 2023/24 Performance Statements as part of the Annual Report, subject to finalisation of the audit by the Auditor General's office.

Action:

- The Committee to receive a set of shell accounts for review and discussion prior to year-end for next year's financial statements.
- The LGPRF checklist to be included within the report and Agenda items 15, 16, 17 to be combined next year.

16. Governance and Management Checklist 2023-24

The Committee noted the report (refer to item 15).

Amanda Rigby and Scott Moore left the meeting.

17. Risk Update from Bernard Rohan, Chief Financial Officer

Bernard Rohan presented his report and provided an overview of risk areas in the finance team:

- Challenge providing internal services has been addressed through business partnering
- Tech One upgrades and reliance on systems
- Financial sustainability and approach to interest rate risk and financing the aquatic centre
- Balancing risk with opportunity
- Property framework is now in place
- Strengthening community access opportunities through commercialisation of assets and the structure of leases and rents
- Discussions around resourcing the finance team to ensure a strong and resilient culture.

Helen Scott joined the meeting

18. Climate and Ecological Emergency Response Plan - Update

Helen Scott presented the report and provided the following highlights:

Reductions in community emissions can be attributed to the influence of Kingston's programs and achieved by businesses that had transitioned away from gas, reduced energy use and installation of new solar generators, as well as growing rates of EV charging.

Council's own emissions have also decreased due to reduced electricity, gas and unleaded petrol consumption across Council operations. Officers will continue to deliver priority actions detailed in the CEERP. Strategies to address reliance on gas are underway.

The Committee discussed:

- Solar PV had declined but the reasons for the decline were unclear.
- The Community battery initiative is progressing and an EOI for potential providers for DC and AC charging stations is in progress.

The Committee noted the report and commended Helen and the team on their work and commitment.

Helen Scott left the meeting.

19. Risk & Integrity Update

Carly Mandich presented the report and provided the following highlights:

- The New Risk Management coordinator has commenced
- Operational and strategic risk reviews have been scheduled
- A new Incident Management integrated system is being developed on Camms to capture events including compliance, privacy and risk related events, breaches and near-misses.
- Commencing line 2 assurance activities which will include Desktop auditing.
- Focus is on building a culture and awareness of risk and compliance across the organisation.

The Committee discussed:

- Risk owners and workflow should be a key component of the risk management process.
- Addressing the issue of under reporting of conflict of interest declarations in recruitment.

The Committee noted the report.

20. Governance Trends, Issues & Breaches Update

Carly Mandich presented the report and highlighted the internal privacy breaches and lessons learned. Maturity in breach reporting has increased and teams are effectively responding to incidents using governance resources and support.

The Committee noted the report.

21. Organisational Compliance Update

Carly Mandich presented the report and provided an update on overdue policies and the processes in place to address future overdue policies.

The Committee noted the report.

22. Internal Audit Plan Status Report

Linda Cooper presented the Internal Audit Status Reports:

- Statutory Planning
- Grants and Events

Both audits are progressing, are on track and in line with the internal audit plan.

The Committee noted the report.

3. Internal Audit - Final Reports

Linda Cooper presented the internal audit scopes

- Councillor Expenses
- Leases & Licences

The Committee noted the report and adopted both scope reports.

Jordan Perdevski joined the meeting

24. Records Management Audit Actions Update

Jordan Perdevski presented the report and highlighted the following:

A Records Management Internal Audit Report was delivered in May 2023. One of the key recommendations implemented is the information asset register that will be integrated into a number of other systems and will be subject to ongoing review processes.

The audit indicted a gap in understanding of what is required. Training and workshops have been delivered across multiple business areas of Council and has increased the awareness of Records Management obligations.

The Committee discussed:

- Ensuring adequate staff and resources to prevent target dates from being delayed,, including a statement to confirm whether there is a risk exposure to any dates being delayed.
- Reviewing data retention requirements and increasing maturity.

Monitoring and measuring the use of TRIM and other shared drives to store data would be useful.

The Committee noted the report.

Action:

Include impact assessment on actions proposed for extension.

Jordan Perdevski left the meeting

25. Internal Audit Actions Update

Kelly Shacklock presented the report and the Committee noted the report.

Action:

- Review CAMMS report and traffic light system in future reports
- Include impact assessment on actions proposed for extension.

26. Governance and Policy Committee Minutes

The report was noted.

27. Draft Biannual Report - Audit and Risk Committee

The Committee Chair presented the report.

The Committee provided feedback to amend the word 'opinion' to 'view'.

The Committee adopted the report for submission to Council.

The meeting closed at 11.08 a.m.

Councillor Attendance Record



Submitted on	9 October 2024, 12:51PM
Receipt number	96
Related form version	17

This form must be completed and submitted by the appropriate attending Council officer for reporting to Council.

Name of Council officer completing this form	Jessica Baguley
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- Informal Meetings of Councillors** should be selected if:
- the briefing is planned for the purpose of discussing the business of Council
 - attended by at least 6 Councillors and at least one Council staff member
 - is not a Council meeting or Delegated Committee Meeting
 - the meeting subject to the Planning Interactions Policy
- Councillor Attendance Form** should be selected to record Councillors attendance at:
- Council meetings
 - Councillor information sessions
 - Planning meetings in their ward
 - Workshops and training sessions
 - Advisory committees of which the relevant Councillor is a member

Type of record	Informal Meetings of Councillors Record
Title of meeting	Councillor Briefing
Meeting date	07/10/2024
Meeting time	6.00pm
Meeting location	In person

Attendance

Councillors in attendance	Cr Jenna Davey-Burns (Mayor) Cr Tracey Davies (Deputy Mayor) Cr Tamsin Bearsley Cr Tim Cochrane Cr David Eden Cr Chris Hill Cr Georgina Oxley Cr Hadi Saab
Council officer(s) in attendance	Peter Bean, Chief Executive Officer Jonathan Guttman, General Manager Planning and Place Dan Hogan, General Manager Customer and Corporate Support

Kate Waters, Acting General Manager Community Strengthening
 Samantha Krull, General Manager Infrastructure and Open Space
 Bernard Rohan, Chief Financial Officer
 Kelly Shacklock, Manager governance risk and Integrity
 Jessica Baguley, Governance Officer
 Bridget Draper, Manager Active Kingston
 Sara Townsend, Team Leader Active Kingston Strategy & Projects Active
 Hannah Jane, Principal Recreation Planner Active Kingston
 Emily Boucher, Manager Open Space
 Michael Eddington, Manager City Works
 Tim Scott, Team Leader Waste Management
 Peter Gillieron, Team Leader Property Services
 Michelle Hawker, Acting Property Coordinator Property Services
 Astrid DiCarlo, Executive Manager Legal
 Susan Quach, Manager Inclusive Communities
 Trent Carpenter, Team Leader Community Capacity & Partnerships

Summary of matters discussed

Gymnastics Workshop
 Notes from Active Kingston Advisory Committee Meeting – Tuesday 27 August 2024
 Wellbeing Check in
 Councillor Weekly Update and Executive Updates
 Bins on the Beach
 Environment and Open Space Advisory Committee Meeting Notes 29 August 2024
 Kingston Grants Program - Councillor Application Review Process
 Kingston Grants Program - Budget Review
 Update on the Kingston Kickstarters - Community Leadership Program
 Redevelopment of the Reconciliation Action Plan - Community Consultation Update
 Access and Equity Advisory Committee Meeting Notes - 15 August 2024
 Community Safety Advisory Committee Meeting Notes - 27 August 2024
 Historical Society Network Committee Meeting Notes - 22 August 2024
 Arts and Culture Advisory Committee Meeting Notes - 5 June 2024
 Arts and Culture Advisory Committee Meeting Notes - 20 August 2024
 Update on Legal Matters
 Leasing of Mentone Heritage Building
 Strategic Planning Items Update for Moorabbin and Mordialloc
 Governance Update
 Invitations
 Communications and Councillor Opportunities
 Mayor's Diary
 Councillor/CEO Discussion

Did a Councillor or Council officer disclose a conflict of interest?

No

Councillor Attendance Record



Submitted on

16 October 2024, 10:23AM

Receipt number

97

Related form version

17

This form must be completed and submitted by the appropriate attending Council officer for reporting to Council.

Name of Council officer completing this form

Gabrielle Pattenden

- Informal Meetings of Councillors should be selected if:
- the briefing is planned for the purpose of discussing the business of Council
 - attended by at least 6 Councillors and at least one Council staff member
 - is not a Council meeting or Delegated Committee Meeting
 - the meeting subject to the Planning Interactions Policy

- Councillor Attendance Form should be selected to record Councillors attendance at:
- Council meetings
 - Councillor information sessions
 - Planning meetings in their ward
 - Workshops and training sessions
 - Advisory committees of which the relevant Councillor is a member

Type of record

Informal Meetings of Councillors Record

Title of meeting

Draft Agenda Briefing

Meeting date

14/10/2024

Meeting time

6pm

Meeting location

Online

Attendance

Councillors in attendance

Cr Jenna Davey-Burns (Mayor) (camera on)
Cr Tracey Davies (Deputy Mayor) (camera on)
Cr Tamsin Bearsley (arrived at 6.08pm) (left at 7.01pm) (camera on)
Cr Chris Hill (arrived at 7.32pm) (camera on)
Cr George Hua (arrived 6.08pm) (left at 7.42pm) (camera on)
Cr Georgina Oxley (camera off)
Cr Hadi Saab (arrived at 6.20pm) (camera off)

Council officer(s) in attendance

Peter Bean, Chief Executive Officer
Jonathan Guttman, General Manager Planning and Place
Dan Hogan, General Manager Customer and Corporate Support
Kate Waters, Acting General Manager Community Strengthening

	<p>Samantha Krull, General Manager Infrastructure and Open Space Bernard Rohan, Chief Financial Officer Michelle Devanny, Program Leader Strategic Communications and Engagement Kelly Shacklock, Manager Governance, Risk and Integrity Gabrielle Pattenden, Governance Officer Emma Harry, Manager People and Culture Brenda Haycroft, Team Leader Organisational Development Luke Dexter, Acting Manager Arts, Events and Libraries Camille Hoyle, Manager AccessCare</p>
External attendees	Claire Filson, Chair, Audit and Risk Committee
Apologies	Nil
Summary of matters discussed	<ol style="list-style-type: none"> 1. Acknowledgement of Country 2. Apologies 3. Disclosures by Councillors, Officers and Contractors of any Conflict of Interest 4. Notes of the Strategic CIS Meeting of 9 September 2024 5. Councillor Weekly Update and Executive Updates Human Synergistics Culture Survey Results 8. Wellbeing Check-In 7. Draft Agenda - Ordinary Council Meeting - See Separate Agenda 8.2 Lift Installation Update - Old Mentone Bakery 10.1 Governance and Compliance Report 10.2 Kingston Annual Report 2023-24 10.3 Draft Biannual Report from the Audit and Risk Committee - September 2024 9. Communications and Councillor Opportunities 10. Mayor's Diary 11. Invitations 12. Councillor/CEO Only Discussion
Did a Councillor or Council officer disclose a conflict of interest?	No

Ordinary Council Meeting

21 October 2024

Agenda Item No: 10.3

BIANNUAL REPORT FROM THE AUDIT AND RISK COMMITTEE - SEPTEMBER 2024

Contact Officer: Kingston City Council, Audit & Risk Committee

Purpose of Report

This report has two purposes as follows:

- 1) It meets the reporting requirements to Council as mandated by section 54(5) of the Local Government Act 2020 (LGA), whereby the Committee is required to biannually report to Council on its activities, findings and recommendations.
- 2) It meets Council's governance requirements whereby Council requires its various Committees to report on their activities at least annually.

Disclosure of Officer / Contractor Conflict of Interest

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

RECOMMENDATION

That Council receive the Audit and Risk Committee bi-annual report.

1. Executive Summary

The Audit and Risk Committee (the Committee) received several reports regarding the appropriate management of Council. The Committee is satisfied as to the nature, content, frequency, and quality of the reports received, in most instances accepting the recommendations of officers or noting the reports as received.

It is the view of the Committee that Council is meeting its statutory obligations and pursuing continuous improvement across Council's identified enterprise risks in a transparent and accountable manner, such that Council can feel satisfied as to the performance of the committee and the operations of Council itself.

This report was prepared by the Manager Governance, Risk & Integrity in consultation with the Chair of the Audit and Risk Committee.

2. Role of the Audit and Risk Committee

The Audit and Risk Committee is an independent committee of Council. Its purpose is to support and advise Council in fulfilling its responsibilities related to external financial and performance reporting, maintenance of strong and effective governance and control frameworks, management of key risks and Council's compliance with legislation and regulation. The Committee has a prime responsibility in overseeing and monitoring Council's various audit processes.

3. Independence

An independent Audit and Risk Committee is a fundamental component of a strong corporate governance culture. Council's Committee is appropriately independent of management and is not involved in any operational decisions. Committee members do not have any executive powers, management functions or delegated financial responsibilities.

4. Reporting Period of this Report

This report aligns with the Committee's Annual Work Plan and covers the Committee's meetings held on 13 June 2024 and 11 September 2024.

5. Committee Charter

The Committee's Charter is set by Council and was last reviewed and approved by Council on 28 August 2024. The recent updates to the Charter included preference of in person attendance, orderly rotation of Councillor appointments to the Committee and the process to appoint the Chair of the Committee.

6. Membership

Committee membership is comprised of five members appointed by Council. The LGA requires a majority of independent members and that an independent member must be chairperson of the Committee. All members have full voting rights.

Council appointed Philip Lee to the Committee in July and attended the first meeting in September 2024. This appointment is welcomed and demonstrates effective succession planning of the independent members.

Councillors not appointed to the Committee are welcome to attend meetings but do not have any voting rights.

7. Meeting Attendance

Details of membership and meeting attendance for the reporting period are summarised in the table below:

Name	Role	13 Jun 2024	11 Sep 2024
Ms Claire Filson	Chair & Independent Member	Attended in person	Attended in person
Mr Bruce Potgieter	Independent Member	Attended in person	Retired
Mr Philip Lee	Independent Member		Attended in person
Mr Geoff Harry	Independent Member	Attended in person	Attended in person
Cr Jenna Davey-Burns	Mayor	Attended in person	Attended in person
Cr Georgina Oxley	Councillor	Attended – via MSTeams	Attended – via MSTeam

8. Senior Management Team

The Committee has been strongly supported by Council's senior management team. The Committee appreciates the presentation by the subject matter experts as it enables the Committee to gain a better appreciation of current issues in local government and of Kingston specific matters.

A highlight of the Committee meetings continues to be the attendance in turn of each of Council's General Managers who brief the Committee on the strategic risks and high-profile activities of their respective division within Council.

The Committee also receives detailed updates from Council's Chief Financial Officer Bernard Rohan and Chief Executive Officer Peter Bean.

9. External Service Providers

The internal audit team (Crowe) and the external audit team (VAGO appointed agent HLB Mann Judd) have attended the required meetings during the reporting period.

Crowe commenced as the internal audit providers for Council in August 2023. The Committee is satisfied with the performance of the internal audit function for this reporting period.

The Committee met with HLB to discuss financial year assurance processes for 2023/24. The Committee is satisfied with the performance and planning of the external audit function.

The Committee enjoys a professional working relationship with the entire support team, which is a critical element in ensuring the Committee delivers positive and insightful support and advice to Council.

10. Committee Business and Annual Work Plan

The Committee's activities are closely aligned with its Annual Work Plan (AWP) which reflect its key responsibilities as set out in the Charter. Annually, the Committee confirms it has discharged its responsibilities in accordance with the Charter and develops its AWP for the following year. The AWP is reviewed at every meeting to ensure that it remains reflective of Council's business activities and changing environment.

11. Internal Audit

A key responsibility of the Committee is to monitor Council's internal audit programme. The programme is outsourced to Crowe for a three-year period that commenced in August 2023. A rolling three-year strategic internal audit plan has been developed by Crowe in conjunction with Management and has been endorsed by the Committee. The Committee reviews the plan annually and monitors delivery of the plan and performance of Council's contractor at every Committee meeting.

The internal audit reports provided at the conclusion of each review contain audit findings and recommendations with Management's responses presented to the Committee for review.

**City of Kingston
Ordinary Council Meeting**

Agenda

21 October 2024

The table below shows the reviews completed by the internal auditor during the reporting period:

Reviews	Meeting Tabled
Landfill Management	June
Contract Management	June

The Committee regularly monitors Management's performance in closing out recommendations for improvement and is particularly focused on high rated actions that are not closed by the target date.

No additional assurance activities were reviewed during this reporting period.

12. Governance

To ensure the transparency of the Committee's deliberations, the Committee receives declarations of any conflict of interest arising from the business to be discussed.

In addition, the CEO declares whether there has been any breach of legislation or regulation, together with emerging sector and Council matters that should be brought to the attention of the Committee.

The Committee applies a risk lens to monitor the compliance of Council's policies and procedures with the overarching governance principles contained in the Local Government Act 2020, the Local Government Regulations, and any Ministerial directions that may be issued.

13. Assessment of the Committee's Performance

The Committee annually assesses its performance. This assessment was last considered by the Committee in June 2024. While there were no significant areas of concern, the Committee uses these assessments as an opportunity to consider ways in which it can improve its performance. The next performance assessment will be conducted in May 2025 and discussed at the June 2025 Committee meeting.

14. Reporting to Council

Following every Committee meeting, the minutes are presented to the next ordinary meeting of Council, including any reports that may help to explain outcomes or actions of the Committee. In addition, half yearly activity reports on the Committee's activities, findings and recommendations are provided to Council.

15. Officer Support

The success of the Committee's work requires significant commitment from many senior officers in developing meeting agendas, assembling reports and other information, preparing minutes of meetings and disseminating information to Committee members between meetings. The Committee acknowledges these efforts and the strong support it receives from the officers involved.

16. Conclusion

The Committee would like to thank the Council for its continued commitment and support of the work of the Committee and acknowledges the ongoing work of Council's senior officers in supporting the work of the Committee and their engagement in ensuring that the Committee remains effective.

Author/s: Kingston City Council, Audit & Risk Committee

Reviewed and Approved By: Kingston City Council, Audit & Risk Committee

