

Agenda

Ordinary Council Meeting

Monday, 23rd September 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

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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 يُرجى 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

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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

23 September 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, 23 September 2024.

1. Apologies

2. Confirmation of Minutes of Previous Meetings

Minutes of Ordinary Council Meeting 26 August 2024

Minutes of Special Council Meeting 16 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

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

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

6. Question Time

7. Planning and Place Reports

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8. Community Strengthening Reports

Nil

9. Infrastructure and Open Space Reports

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(April to June 2024) 87

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11. Chief Finance Office Reports

11.1 Finance Report June 2024 and 2023/24 Financial Statement and
Performance Statement..... 179

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- 12. Notices of Motion**
Nil
- 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

Ordinary Council Meeting

Monday, 26th August 2024

**City of Kingston
Ordinary Council Meeting**

Minutes

26 August 2024

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**City of Kingston
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26 August 2024

The meeting commenced at 7.04pm in the Council Chamber, 1230 Nepean Highway, Cheltenham.

Present: Cr Jenna Davey-Burns (Mayor)
Cr Tracey Davies (Deputy Mayor)
Cr Tamsin Bearsley
Cr Tim Cochrane
Cr David Eden
Cr Chris Hill
Cr Cameron Howe
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
Samantha Krull, General Manager Infrastructure and Open Space
Sally Jones, General Manager Community Strengthening
Bernard Rohan, Chief Financial Officer
Jaclyn Murdoch, Manager City Development
Kelly Shacklock, Manager Governance, Risk and Integrity
Jessica Baguley, Governance Officer
Gabrielle Pattenden, Governance Officer can

1. Apologies

There were no apologies submitted to the meeting.

2. Confirmation of Minutes of Previous Meetings

Moved: Cr Cochrane

Seconded: Cr Saab

That the Minutes of the Ordinary Council Meeting held on 22 July 2024 be confirmed.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Cochrane, Davies, Hill, Howe, Hua, Bearsley and Saab (10)

AGAINST: Nil (0)

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

Cr Eden foreshadowed a declaration of a conflict of interest in Item 7.4 - KP-2024/167 - 648 South Road, Moorabbin.

Cr Oxley foreshadowed a declaration of a conflict of interest in Item 7.4 - KP-2024/167 - 648 South Road, Moorabbin.

**City of Kingston
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4. Petitions

4.1 Inadequate Lighting in Farm Road Reserve

Moved: Cr Davies

Seconded: Cr Cochrane

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

Cr Howe left the meeting at 7:08pm.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Cochrane, Davies, Hill, Hua,
Bearsley and Saab (9)

AGAINST: Nil (0)

4.2 City of Kingston Council to Replace the Epsom Wetland Boardwalks

Moved: Cr Cochrane

Seconded: Cr Davies

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

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Cochrane, Davies, Hill, Hua,
Bearsley and Saab (9)

AGAINST: Nil (0)

4.3 Women's Soccer Pitch at Kingston Heath Reserve

Moved: Cr Davies

Seconded: Cr Cochrane

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

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Cochrane, Davies, Hill, Hua,
Bearsley and Saab (9)

AGAINST: Nil (0)

4.4 Pedestrian Safety Crossing for Elonera Preschool

Moved: Cr Cochrane

Seconded: Cr Davies

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

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Cochrane, Davies, Hill, Hua,
Bearsley and Saab (9)

AGAINST: Nil (0)

5. Delegates' Reports

Nil

Councillor Statements

Cr Saab made a statement recognising the achievements of the CUCC Queens Cricket Team and the Le Page Football Club Juniors Team, the success of the recent Moorabbin After Dark event and the opening of the Victory Road Reserve.

Cr Oxley made a statement recognising the achievements of the Chelsea Gulls Womens Basketball Team, the Bonbeach Bluejays Baseball Club, the launch of new lights at Bicentennial Park, the efforts of the Chelsea Bonbeach Train Station Group and the work of the Chelsea SES during recent storms.

Presentation of Awards

Nil

6. Question Time

Question time was held at 7.21pm.

Cr Hill left the meeting at 7:21pm.

Cr Hua left the meeting at 7:21pm.

Cr Oxley left the meeting at 7:22pm.

Cr Oxley returned to the meeting at 7:23pm.

Cr Hill returned to the meeting at 7:23pm.

Cr Hua returned to the meeting at 7:26pm.

Cr Cochrane left the meeting at 7:37pm.

Cr Cochrane returned to the meeting at 7:39pm.

Lindsay asked,

"Can Council please rescind their decision not to replace the Epsom Wetland Boardwalks as the decision was based on inaccurate information. Why did Council not choose \$3000 as their basis of estimate?"

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

"Detailed investigations revealed that replacing the boardwalks is not feasible, mainly due to the significant vegetation and impact on fauna which live in the grasslands. Council is focussing on investing in other pedestrian and cycling infrastructure in the area that will provide broader community benefits. The cost estimates used were informed by recent, equivalent projects completed by Council at the time."

Wandzia asked,

"Will the Kingston Council follow the good example of the Mornington Peninsula Shire, who will now follow the IBAC rules which promote transparency, and decided to livestream the briefing sessions with Councillors so as to preclude discussion and testing of ideas and voting intentions before an actual Council meeting takes place? Is it not true that briefings should not feature debates and councillors taking collective positions on issues, as this should only occur at the actual council meetings, and that briefing should be strictly a one way information flow from the administration themselves?"

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

"I am unaware of any IBAC rules that apply, but there are no plans to live stream Councillor Briefing Sessions. Binding decisions of Council can only be executed through a properly convened Council meeting in which a Council resolution is made. Particularly for administrative decisions, Councillors must also have an open mind when considering any item before Council for resolution. Briefings are not constrained to a strict one-way information flow from the administration to Council, but work best when issues are clearly explained, understood and subject to inquiry and information sharing."

Georgia Erevnidis asked,

"Waves is run by Kingston Council. Will they hand over the CCTV footage to make it public? If not, why not?"

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

"The Kingston CCTV camera program is supported by the [CCTV Cameras Code of Practice](#) which sets out standards for Kingston's Public and Corporate CCTV. This document is available on Council's website. Access to CCTV footage is restricted to authorised personnel who require it for legitimate purposes only, such as investigating an incident or ensuring public safety. CCTV footage may be disclosed to law enforcement agencies, legal representatives, or other authorised individuals as required by law."

Anna asked,

"Is it possible, at Council for councillors to vote for a change to the Kingston Governance rules currently forbidding the recording of a council meeting allow the public the right to record and take photos of screens?"

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

"Recording may take place with appropriate permissions in place. Council records Council meetings and makes them publicly available on our website. Council may make decisions regarding the Governance Rules. However, a review of the Governance Rules is not currently planned."

Marc French asked,

"Why did the household residents in the south part of Southern Rd Mentone get a notice from Kingston Council explaining what the old Hella site will become ie an industrial factory warehouse development of some 30 large buildings, whilst all the owners of the factories directly opposite this site reported that they did not get any notice or communication from Council whatsoever? What rights do we have as the owners of factory properties directly opposite the old Hella Southern Rd site and those residential households further south?"

The General Manager Planning and Place provided the following response:

"The Council informally notified the residents of Southern Road given Council had some years ago received feedback regarding the volume of heavy vehicles associated with some of the industrial properties at the northern end of Southern Road. Council will ensure that industrial businesses are also included in future updates. In response to Question 2. Planning rules across Victoria prevent formal advertising taking place in circumstances where industrial zoned land is not within 30 metres from residential zoned land. In demolishing the existing buildings on the site, the Private Building

Surveyor and contractors undertaking the work are required to consider the management of asbestos (should it exist). Council will convey to the landowner the feedback provided through the question to the landowner regarding the demolition process."

Geoff Adams asked,

"Why hasn't the City of Kingston, and its Council, joined forces against the SRL project with the Cities of Bayside, Monash and Whitehorse, the 3 of whom have now come together, and are committing funds to fight together to protect their residents from the invasive huge changes and high-rise development proposed by the invasive SRL project? Have the three other Councils of Bayside, Monash and Whitehorse actually approached you or have you had any correspondence whatsoever from them or to them about joining with them to fight against the SRL?"

The General Manager Planning and Place provided the following response:

"The submission presented to the June Council Meeting outlined the issues of highest importance to Kingston. The matters raised by Kingston will on occasion differ from those of other Councils. Kingston continues to actively liaise with the other Councils in relation to the SRL project. Item 7.6 on tonight's agenda outlines the preparatory work Council is hoping to do in relation to the next phase of the SRL planning process."

Ryan asked,

"Can Council move the school crossing on Bourke Street, Clarinda adjacent to Warraweena and Allwen Court bus stops as more foot traffic and too many people not using the crossing that is available on Bourke road near Mack Crescent and Warraweena road, Clarinda? Can Council allocate another crossing supervisor to the traffic light crossing on Nepean Hwy, Cheltenham, there is a school crossing supervisor to assist people on the corner Centre Dandy Road/Nepean Hwy, Cheltenham but not at the lights that lead to the council building."

The General Manager Planning and Place provided the following response:

"The Bourke Street, Clarinda Crossing is amongst the least used in Kingston and will be the subject of further review. The primary purpose of crossings is to assist children which is the primary driver for decisions on crossing locations. The crossing supervisors are positioned in the locations where greatest need to assist children getting to school is. It is unlikely that further crossings would be supported in this location."

Rose asked,

"Is it correct that whilst in Canberra recently, members of Kingston Council called on the Federal Government to give Council more of a say on the massive building developments being done by the Goodman Group on the periphery of the airport land they lease, some of which have been encroaching and even abutting properties of nearby residents and factories and causing concern in our area? Can you please elaborate clearly whether Council has had any success at Federal government level at all, in getting more of a say and control of this situation with regard to the building developments Goodman has and will be doing?"

The General Manager Planning and Place provided the following response:

"Council is advocating for an enhanced process to give nearby residents more say on development activity on Airport land that is regulated by the Commonwealth Government under Commonwealth Airports Act. The Council has had significant success in influencing airport planning and the manner in which the previous draft Airport Masterplan was considered by the relevant Minister. With significant stakeholder support, the Council is now actively pursuing changes to the

Commonwealth Airports Act to have greater influence over building developments and airport regulation."

Roslyn asked,

"Can you please outline exactly how Kingston Council is encouraging manufacturing businesses in particular, eg what did you do to make life easier and more profitable for the manufacturing industries in Kingston and how did your actions and policies create a 'thriving and prosperous economy e.g. did you reduce red tape, did you remove any regulations? How much did Kingston Council spend on building up and supporting the manufacturing industry in the last financial year and how much is proposed to be spent for 24/25?"

The General Manager Planning and Place provided the following response:

"The Council has been a pilot Council working with the State Government Department of Jobs, Skills, Industry and Regions on the Better Approvals for Business Program focussed directly on reducing red tape and aiding businesses. The Council has and continues to support manufacturing industries through development approvals, business mentoring programs, circular economy initiatives, promotions of State Government grants and its own business awards. Should Roslyn have further queries regarding these initiatives and others Council is doing she is encouraged to contact the Kingston Business team."

Julia asked,

"Is Kingston Council together with its peak bodies arguing the case at the inquiry being held into the Local Government, to remove the rate cap imposed by the State government on rate rises? Does Kingston Council want the removal of the rate cap?. Please answer with a yes or no answer."

The Chief Executive Officer provided the following response,

"Council has not formed a position on this matter."

Rob Luker asked,

"Has Council received written confirmation from DEECA that the listing of trees in the council created EVC 161 & 160 species lists as set out in the draft Biodiversity Strategy is correct?"

The General Manager Planning and Place provided the following response:

"Council received correspondence from DEECA on Thursday last week which was emailed to Mr Luker on Friday 23 August."

Question from Gavin Nolan:

"Can Council please provide the name of the DEECA accredited VQA qualified ecologist pf ecologists who signed off on council's species lists or confirm who else did?"

The General Manager Planning and Place provided the following response:

"The habitat hectare assessment was undertaken by Practical Ecology, accredited consultants who followed the Vegetation Quality Assessment Manual - Guidelines for Applying the Habitat Hectares Scoring Method (DSE 2004). The City of Kingston's vegetation mapping and revegetation/species lists have been developed following the DEECA processes."

George asked,

"Has Kingston Council ever appointed anyone in the past five years (paid or voluntary) to the position 'Community Advocate – City of Kingston'?"

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

"Not as far as I am aware."

Ian Baldock asked,

"How much has Council spent to demolish the Don Tatnell building, repair the Community Centre & to build the replacement park on the old pool site ? What is Council doing to ensure residents are protected from the dangerous chemicals (known as PFAS) which are present scattered on the grounds of Moorabbin Airport around the Southern Depot?"

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

"The total expenditure on the demolition of Don Tatnell building and pool, remediation of the connection to the community centre, and creation of the new open space was \$2.3M. The Council is aware of Mr Baldock's previously reflected concerns in relation to the storage of PFAS on the Moorabbin Airport Site. Council will raise with Airport Management and the relevant Commonwealth Department the concerns that Mr Baldock has raised including the specific reference to the Southern Depot."

Lihla Wyles, asked,

"Why was the sign related to the distress our neighbourhood is experiencing due to the SRL destroying our promised Green Wedge and promised sporting fields, and replaced by the promo of a councillor? Provided the details of the person who has asked the question are available to Council, our Officers will make contact to further investigate this matter."

The General Manager Planning and Place provided the following response:

"A sign of not more than 5m² may be displayed without planning permission publicising a local political event and this may include information about a candidate for an election."

Robyn Rooney asked,

"I was just wondering why a sign was removed from Kingston Road about Suburban Rail Loop, an issue that myself and many other residents are very concerned about and replaced with a sign advertising a counsellors election."

The General Manager Planning and Place provided the following response:

"Officers will further investigate with the person who has asked the question where the sign is located, recognising it may be the same sign as that referred to in the previous question."

Stephen asked,

"Irrespective of permission by owner or not, given the long-standing angst of the Heatherton community regarding the impact of the SRL plan to locate its massive stabling yard over residents back fences and its sensitivity, why would any councillor see fit to choose to remove approved opposing community owned signs and replace them with a promotional banner of himself for the October council election?"

The General Manager Planning and Place provided the following response,
Officers will contact the person who has asked the question to again understand the location of the sign relevant to the question. The decision to remove or install a lawful sign on private property would be a matter for the relevant landowner.

Rosemary asked,

“What if any action has Council decided to take – or taken - in response to the illegal removal without permit of 20 trees including 4 or 5 remnant banksias from Groves Reserve in 2023? How many of the 31 stormwater-quality-in-lieu projects identified in the report at Item 7.13 have been begun or completed and what and where?”

Response:

“Council issued an infringement to the land occupier which has been paid. Council is continuing to work with the land occupier to achieve an appropriate remediation outcome which will see replacement planting consistent with the relevant ecological vegetation class. 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.”

Graeme asked,

“Can you please tell us exactly what the \$2.8 Million dollars you say was spent on capital works in the Chiquita Ward, as shown in your brochure which came with our rate notice recently, was actually spent on? Can you please list accurately and with detail what, where and how you spend this \$2.8 Million dollars.”

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

“The 2024/25 capital works budget of \$2.8M includes improvements to Snowdon Drive Reserve, renewal of the Kingston Heath hockey pitch, planning for the new hockey pitch and baseball improvements at Kingston Heath, two play space upgrades, at Judd Parade Reserve and Meribah Court Reserve, and \$1.05M on the Southern Road Reserve sportsground renewal.”

Douglas Klein asked,

“Can Council please clarify its future plans for the Highett Road Library and if appropriate, request clarification or retraction from the developer for misleading and alarming local residents.”

The General Manager Community Strengthening provided the following response,

“The Council has no plans to move the existing Highett Library to a new home in the Highett Common precinct located in the City of Bayside. Council will make the developer aware of the question and inference that could be drawn from it.”

**City of Kingston
Ordinary Council Meeting**

Minutes

26 August 2024

7. Planning and Place Reports

7.1 Town Planning Application Decisions - July 2024

Moved: Cr Davies

Seconded: Cr Hua

That the report be noted.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Cochrane, Davies, Hill, Hua, Bearsley and Saab (9)

AGAINST: Nil (0)

7.2 KP-2023/732 - 5-7 The Strand, Chelsea

It is noted that Janine Chalmers spoke on behalf of objectors.

It is noted that Richard Hoxley spoke on behalf of the applicant.

Cr Howe returned to the meeting at 7:45pm.

Cr Bearsley left the meeting at 7:46pm.

Cr Bearsley returned to the meeting at 7:50pm.

Moved: Cr Oxley

Seconded: Cr Eden

That Council determine to issue a notice of refusal to grant a planning permit to use the land for a rooming house at No. 5 – 7 The Strand, Chelsea, on the following grounds:

1. The proposal fails to meet the objectives and strategic directions of the Planning Policy Framework – Strategic Directions contained at Clause 11.03 Activity Centres of the Kingston Planning Scheme.
2. The proposal is not consistent with the purpose and objectives of the Commercial 1 Zone at Clause 34.01 of the Kingston Planning Scheme by providing the proposed rooming house at ground floor.
3. The proposed rooming house will result in a poor level of internal amenity with a lack of living space.
4. The proposal would have a detrimental effect on surrounding properties.

LOST

FOR: Crs Eden, Oxley, Cochrane and Bearsley (4)

AGAINST: Crs Hill, Howe and Saab (3)

ABSTAINED: Crs Davey-Burns, Davies and Hua (3)

Moved: Cr Hill

Seconded: Cr Davies

That Council determine to support the proposal and issue a notice of decision to grant a planning permit to use the land for a rooming house at No. 5 – 7 The Strand, Chelsea, subject to the following conditions:

Endorsed Plans

1. The use as shown on the endorsed plans must not be altered without the written

consent of the Responsible Authority.

Occupants' Number

2. No more than ten (10) people to be accommodated in this rooming house at any one time.

Amenity

3. In areas set aside for car parking, measures must be taken to the satisfaction of the Responsible Authority to prevent damage to fences or landscaped areas.

Waste Management Plan

4. Prior to use of the site, a Waste Management Plan (WMP) must be submitted and approved by the Responsible Authority. When approved, the Plan will be endorsed and will then form part of the permit.
5. The Waste Management Plan must be implemented to the satisfaction of the Responsible Authority. The Waste Management Plan must not be modified unless without the written consent of the Responsible Authority.

Rooming House Management Plan

6. Prior to the commencement of the use, a Management Plan for the Rooming House is to be prepared, submitted to and approved by the Responsible Authority. The Management Plan must include the following:
 - a) The contact details of the responsible contact person displayed in a manner and location so that it is visible to any person entering the site. This information is to be updated as required immediately following any change to the nominated responsible contact person.
 - b) Contact details for the owner, manager, or agent for leasing purposes of the premises.
 - c) Induction of residents to be familiar with the behaviour requirements of the Management Plan.
 - d) A log for recording residents and visitor details.
 - e) Details of how noise levels and resident behaviour will be managed for reducing impacts on surrounding residential properties.
 - f) Waste disposal in accordance with the Waste Management Plan.
 - g) Details of the terms of accommodation and the maximum number of persons to be accommodated onsite.
 - h) House rules protecting the amenity of the area.
 - i) Car parking spaces are only permitted to be used by the occupants of the units and their visitors and must not be subdivided, on-sold or leased to any other person allocated the use of that space.
 - j) Maintenance of buildings and grounds, including all landscaped areas.
 - k) Provision of information to residents on local public transport and amenities in the area.
 - l) Permanent display of the Management Plan in a common area accessible to all residents of the rooming house facility.
 - m) A process for management to respond to complaints from neighbours; and
 - n) Process to inform Council when changes are made to this plan, including

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changes in ownership or management of the premises.

Cultural Heritage Management Plan

7. The Use hereby approved must be carried out in accordance with the approved Cultural Heritage Management Plan No 19625 prepared by Heritage Advisor, Anita Barker and approved by the Bunurong Land Council on 9 February 2024.

Permit Expiry

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

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

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

Note: An application must be made to the City of Kingston Environmental Health Department for Registration under the provisions of the Public Health and Well Being Regulations 2009, Part 5 – Prescribed Accommodation and Registered Premises.

Note: The applicant/owner must provide a copy of this planning permit to any appointed building surveyor. It is the responsibility of the applicant/owner and building surveyor to ensure that all building development works approved by any building permit is consistent with the planning permit.

Note: The applicant/owner must provide a copy of this planning permit and any endorsed plans to any external contractor to ensure that all trees to be retained on site are protected during any works.

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

Note: The use of the site shall not cause nuisance or be detrimental to the amenity of the neighbourhood.

CARRIED on the casting vote of the Chairperson

FOR: Crs Davey-Burns, Davies, Hill, Hua and Saab (5)

AGAINST: Crs Eden, Oxley and Cochrane (3)

ABSTAINED: Crs Howe and Bearsley (2)

7.3 KP-2023/267 - 621 Heatherton Road, Clayton South

It is noted that Stephen O'Brien spoke on behalf of the applicant.

Cr Oxley left the meeting at 8:16pm.

Cr Eden left the meeting at 8:16pm.

Cr Oxley returned to the meeting at 8:18pm.

Cr Eden returned to the meeting at 8:18pm.

Moved: Cr Davies

Seconded: Cr Hua

That Council determine to support the proposal and issue a planning permit at no. 621 Heatherton Road, Clayton South, subject to the following conditions:

Amended Plans

1. Before the use or development starts, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and an electronic copy must be provided. The plans must be substantially in accordance with the site plan prepared by 'Megarch Design Services' (drawing no. TP02) and floor plan prepared by 'T-A Square', (project no. TA1723, drawing no. TP.02, dated May 2023, revision A) submitted to Council on 11/10/2023, but modified to show:
 - a) the car parking layout redesigned so as to not impact on the existing landfill gas monitoring bores on-site;
 - b) the provision of two (2) accessible car parking spaces;
 - c) the total number of car parking spaces maintained at 60 as a result of the changes required under condition 1 a) and c);
 - d) the position of existing landfill gas monitoring bores on-site;
 - e) the Landscape Plan prepared for this site by Monarch Garden Design (02/08/2023 Iss. A) to be amended by a suitably qualified landscape professional to the satisfaction of the Responsible Authority to include:
 - i. A survey, including, botanical names of all existing trees to be retained or removed on the site including Tree Protection Zones for trees to be retained calculated in accordance with AS4970-2009;
 - ii. A survey including botanical names, of all existing trees on neighbouring properties where the Tree Protection Zones of such trees calculated in accordance with AS4970-2009 fall partially within the subject site;
 - iii. The delineation of all garden beds, permeable paving, grassed area, retaining walls, fences and other landscape works;
 - iv. A range of plant types from ground covers to large shrubs and trees, provided at adequate planting densities (e.g. plants 1 metre width at maturity planted 1 metre apart); with the species chosen to 100% indigenous to the City of Kingston, and predominantly locally indigenous as per Gippsland Plains EVC No. 3, 48 and 55;
 - v. A landscaped garden-bed with a range of plant types, is to be included along the west and north perimeter of the new car parking

- spaces; with eight (8) indigenous canopy trees capable of growing to minimum mature dimensions of 12 metres in height and 6 metres in width to be planted in this position;
- vi. The Lightwood (*Acacia implexa*) substituted for long-lived indigenous canopy tree species capable of growing to similar mature dimensions; with multiple indigenous canopy tree species, and suitable indigenous under-storey planting, incorporated into the row of trees to be planted along the western portion of the site's southern boundary;
 - vii. All trees provided at a minimum of 2 metres in height at time of planting, medium to large shrubs to be provided at a minimum pot size of 200mm;
 - viii. Notes regarding site preparation, including the removal of all weeds, proposed mulch, soil types and thickness, subsoil preparation and any specific maintenance requirements;
 - ix. Tree protection measures including for street trees accurately drawn to scale and labelled as per the endorsed Tree Management Plan;
- f) the location of tree protection measures illustrated to scale and labeled on the Ground Floor Plan as per the endorsed Tree Management Plan;
 - g) all car parking bays and driveways to be installed within the Tree Protection Zone (TPZ) of the existing vegetation nominated as using a 'Reinforced Grass or Gravel' surface (e.g. Cellular Paving or Reinforced Turf) in accordance with condition 5;
 - h) a cross-sectional diagram of all carparks and driveways to be installed within the Tree Protection Zone (TPZ) of the existing vegetation at this site, which shows the surface and sub-base layers in relation to Natural Ground Level (NGL), is to be included on the Ground Floor Plan.
 - i) the retention of all existing vegetation at this site, unless with written consent from Council's Vegetation Department.
 - j) any changes as required by condition 6.

Endorsed Plans

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

Cultural Heritage Management Plan

- 4. All works must be carried out in accordance with the Cultural Heritage Management Plan no. 19703 dated 7 June 2024 prepared by Alpha Archaeology Pty Ltd.

Tree Management and Protection

- 5. Unless with written consent from Council's Vegetation Department, all car spaces and driveways to be installed within the Tree Protection Zone (TPZ) of the existing vegetation at this site are to be installed fully above-grade and are to use a 'Reinforced Grass or Gravel' surface (e.g. Cellular Paving or Reinforced Turf).
- 6. Concurrent with the endorsement of plans, a Tree Management Plan prepared

by a suitably qualified arborist in accordance with AS4970-2009, must be submitted to and be endorsed by the Responsible Authority and incorporating:

- a) A Tree Management Plan (written report) must provide details of:
 - i. Any non-destructive root investigation undertaken to determine the location and distribution of roots of trees nominated on the Tree Protection Plan.
 - ii. Proposed footings and construction methods for any buildings or structures within the Tree Protection Zone nominated on the Tree Protection Plan.
 - iii. How excavation impacts, including soil level changes, on trees to be retained will be managed.
 - iv. How the canopy of trees nominated on the Tree Protection Plan will be protected.
 - v. Any other measures required to demonstrate the successful ongoing retention and viability post-construction of any trees nominated on the Tree Protection Plan.
- b) A Tree Protection Plan (scale drawing) must provide details of:
 - i. The Tree Protection Zone and Structural Root Zone, calculated in accordance with AS4970-2009, for all trees to be retained on the site and for all trees on neighbouring properties where the Tree Protection Zone falls partially within the subject site.
 - ii. Tree protection fencing, or ground protection where required, provided in accordance with AS4970-2009.
 - iii. Stages of development at which inspections are required to ensure tree protection measures are adhered to must be specified.
 - iv. Appropriate signage on any tree protection fencing prohibiting access, excavation, changes in soil levels, or any storage within the Tree Protection Zone in accordance with AS4970-2009 unless with the prior written consent and under the direct supervision of the consulting arborist.
 - v. Maintenance of the area(s) within the Tree Protection Zone in accordance with AS4970-2009.
 - vi. Any pruning to be undertaken being in accordance with AS4373-2007.
 - vii. A notation to refer to the Tree Management Plan.
- 7. All protection measures identified in the Tree Management Plan must be implemented, and development works undertaken on the land must be undertaken in accordance with the Tree Management Plan, to the satisfaction of the Responsible Authority.
- 8. Prior to the commencement of works, the name and contact details of the project arborist responsible for implementing the Tree Management Plan must be submitted to the Responsible Authority.

Operational restrictions

- 9. The use must operate only between the hours of:

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Monday to Thursday:	7:00pm to 8:00pm;
Friday:	7:00pm to 9:30pm;
Saturday:	9:00am to 3:00pm; and
Sunday:	9:00am to 9:00pm.

Or otherwise as approved by the Responsible Authority in writing.

10. Not more than 200 patrons must be on-site at any one time.

Landfill gas monitoring

11. Existing landfill gas bores on the land must be maintained and be accessible for ongoing monitoring by Council at all times.

Car Parking and Access

12. Before occupation of the development hereby permitted, areas set aside for parking vehicles, access lanes and paths as shown on the endorsed plans must be:
- i) Constructed to the satisfaction of the Responsible Authority.
 - ii) Properly formed to such levels that they can be used in accordance with the plans.
 - iii) Surfaced with an all-weather sealcoat to the satisfaction of the Responsible Authority.
 - iv) Drained to the satisfaction of the Responsible Authority.
 - v) Line-marked to indicate each car space, all access lanes and, if necessary, the direction in which vehicles are to travel to the satisfaction of the Responsible Authority.
 - vi) In accordance with any Council adopted guidelines for the construction of car parks.

Parking areas and access lanes must be kept available for these purposes at all times and maintained to the satisfaction of the Responsible Authority.

13. In areas set aside for car parking, measures must be taken to the satisfaction of the Responsible Authority to prevent damage to fences or landscaped areas.

General amenity

14. The amenity of the area must not be detrimentally affected by the development and use, through the:
- i) Transport of materials, goods or commodities to or from the land.
 - ii) Appearance of any building, works or materials.
 - iii) Emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil.
 - iv) Presence of vermin.
 - v) Any other way.
15. The development and use of the site must not cause nuisance or be detrimental to the amenity of the neighbourhood by the emission of noise. In this regard any nuisance must be assessed in accordance with the *Environment Protection Regulations 2021* and EPA Publication 1826.4 noise limit relating to the measurement of Environmental Noise and recommended sound levels.
16. The loading and unloading of goods to and from vehicles must only be carried

out on the land.

17. No goods or packaging materials shall be stored or left exposed outside the building so as to be visible to the public from a road or other public place.
18. No signs or other advertising or identification may be erected or displayed on the site without written Council consent.

Completion of Works

19. Prior to the commencement of use hereby permitted, all works and the conditions of this permit must be complied with to the satisfaction of the Responsible Authority, unless with the further prior written consent of the Responsible Authority.
20. Once the development has started it must be continued and completed to the satisfaction of the Responsible Authority.

Permit Expiry

21. The permit as it relates to development (car parking/accessway works) will expire if one of the following circumstances applies:
 - a) The development is not started before two (2) years from date of this permit.
 - b) The development is not completed before four (4) years from the date of permit issue.

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

22. The permit as it relates to use will expire if one of the following circumstances applies:
 - a) The use is not started within two (2) years after the completion of the development.
 - b) The use is discontinued for a period of two (2) years.

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

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

Note: An application to install/alter a wastewater system must be lodged with Council's environmental health team. This application will determine the type and size of wastewater system. The wastewater system must comply with Environment Protection Authority (EPA) document 891.4: Code of practice – onsite wastewater management and be drawn to scale and represented on the endorsed plans.

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

Note: Any works to be located within an easement requires separate consent from Council and/or the relevant service authority. This will need to be obtained prior to the issue of a building permit.

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- Note:** Prior to the commencement of the development or use, you are required to obtain any necessary building permit.
- Note:** The applicant/owner must provide a copy of this planning permit to any appointed building surveyor. It is the responsibility of the applicant/owner and building surveyor to ensure that all building development works approved by any building permit is consistent with the planning permit.
- Note:** The applicant/owner must provide a copy of this planning permit and any endorsed plans to any external contractor to ensure that all trees to be retained on site are protected during any works.
- Note:** Before removing / pruning any vegetation from the site, the applicant or any contractor engaged to remove any vegetation, should consult Council's vegetation management officer to verify if a Local Laws permit is required for the removal of such vegetation.
- Note:** Any landscape plan prepared in accordance with conditions must comply with Council's Landscape Checklist.

CARRIED

A Division was Called:

DIVISION:

FOR: Crs Davey-Burns, Eden, Oxley, Cochrane, Davies, Hill, Howe, Hua, Bearsley and Saab (10)

AGAINST: Nil (0)

7.4 KP-2024/167 - 648 South Road, Moorabbin

Cr Oxley declared a material conflict of interest in this item due to holding shares in Wesfarmers and left the meeting at 8.21pm prior to any discussion on the matter.

Cr Eden declared a material conflict of interest in this item due to holding shares in Wesfarmers and left the meeting at 8.21pm prior to any discussion on the matter.

It is noted that Amanda Ring spoke on behalf of the applicant.

Moved: Cr Saab

Seconded: Cr Davies

That Council determine to support the proposal and issue a planning permit to use the land for Trade Supplies and a Restricted Retail Premises, to construct a building or construct or carry out works (new trade supplies store and associated car parking), create access to a Transport 2 Zone, reduction of bicycle parking and to construct or put up for display ten (10) business identification signs, three (3) pylon signs and two (2) directional signs at **Error! No document variable supplied.**, subject to the following conditions:

Amended Plans

1. Before the use and development starts, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and an electronic copy must be provided. The plans must be substantially in accordance with the plans submitted to Council on 17/06/2024, but modified to show:
 - a) A landscape plan and associated planting schedule for the site showing

the proposed location, species type, mature height and width, pot sizes and number of species be planted on the site, with such plans to be prepared by a suitably qualified landscape professional and incorporating as a minimum:

- i. Continuous strip garden beds to be installed at ground level along the eastern and southern boundaries with each to be a minimum of 200mm wide;
 - ii. The *Acacia implexa* (Lightwood) located along the Bignell road setback to be substituted with a native tree species capable of reaching the minimum mature dimensions of 15 metres in height and 5 metres in width .
 - iii. An additional 56 canopy trees (in addition to the 13 already shown on the submitted landscape plan, total 69) or equivalent area in green infrastructure of mature tree canopy to be planted/installed throughout the site.
 - iv. A minimum of two (2) native canopy trees capable of growing to the minimum mature dimensions of 8 metres in height and 5 metres in width to be planted in suitably sized planters on the upper car park deck;
 - v. An evergreen climbing suckering plant species, capable of reaching 7 metres in height at maturity, to be planted along the eastern and southern boundaries into mulched continuous strip garden beds to provide vegetated coverage to walls and boundary fences at maturity ;
 - vi. All trees provided at a minimum of 2 metres in height at time of planting, medium to large shrubs to be provided at a minimum pot size of 200mm;
 - vii. Notes regarding site preparation, including the removal of all weeds, proposed mulch, soil types and thickness, subsoil preparation and any specific maintenance requirements;
 - viii. Sectional details of tree planters to be illustrated to scale and notation including materials, growing media, drainage and dimensions;
 - ix. Tree protection measures including for street trees accurately drawn to scale and labelled as per the endorsed Tree Management Plan;
- b) Access from Bignell Road and the entrance to the building via internal connection (internal footpath).
 - c) Vehicle access on Bignell Road reduced (combining left and right turn into a single lane)
 - d) A notation on the floor / site plan(s) stating: "The redundant vehicle crossover must be removed, kerb and channel must be reinstated and the extension to the existing footpath up to the wing of the vehicle crossover must be constructed to the satisfaction of the Responsible Authority".
 - e) Annotation to rainwater tank indicating size and connection to toilet flushing and irrigation system as proposed in the SMP and BESS assessment.
 - f) All roofs and exposed concrete driveway to be specified with light coloured

or reflective finishes / materials (Solar Reflective Index >50 or Solar Absorptance <0.6) to help mitigate the urban heat island effect. This must be reflected on plans.

- g) Changes as required by condition 34 (Department of Transport and Planning).
- h) The location of tree protection measures illustrated to scale and labelled on the Ground Floor Plan as per the endorsed Tree Management Plan.
- i) Any changes as required by Condition 6.

Endorsed Plans

- 2. The development and use as shown on the endorsed plans must not be altered without the written consent of the Responsible Authority.
- 3. The landscaping shown on the endorsed plans must be maintained to the satisfaction of the Responsible Authority and must not be altered without the written consent of the Responsible Authority.

Use

- 4. The use must operate only between the hours of:
Monday to Sunday: 5:00am until 11:00pm
Or otherwise as approved by the Responsible Authority in writing.

Trees to be retained

- 5. The retention of the T12 *Eucalyptus melliodora* (Yellow Box), T13 *Eucalyptus globulus* (Southern Blue Gum), T17 *Eucalyptus robusta* (Swamp Mahogany) located along the South Road setback and T55 *Corymbia citriodora* (Lemon-Scented Gum) located in the south-west corner of property in the Bignell Road setback.

Tree Management and Protection Plan

- 6. Concurrent with the endorsement of plans, a Tree Management Plan prepared by a suitably qualified arborist in accordance with AS4970-2009, must be submitted to and be endorsed by the Responsible Authority and incorporating:
 - a. A Tree Management Plan (written report) must provide details of:
 - i. Any non-destructive root investigation undertaken to determine the location and distribution of roots of trees nominated on the Tree Protection Plan.
 - ii. Proposed footings and construction methods for any buildings or structures within the Tree Protection Zone nominated on the Tree Protection Plan.
 - iii. How excavation impacts, including soil level changes, on trees to be retained will be managed.
 - iv. How the canopy of trees nominated on the Tree Protection Plan will be protected.
 - v. Any other measures required to demonstrate the successful ongoing retention and viability post-construction of any trees nominated on the Tree Protection Plan.
 - b. A Tree Protection Plan (scale drawing) must provide details of:
 - i. The Tree Protection Zone and Structural Root Zone, calculated in

- accordance with AS4970-2009, for all trees to be retained on the site and for all trees on neighbouring properties where the Tree Protection Zone falls partially within the subject site.
- ii. Tree protection fencing, or ground protection where required, provided in accordance with AS4970-2009.
 - iii. Stages of development at which inspections are required to ensure tree protection measures are adhered to must be specified.
 - iv. Appropriate signage on any tree protection fencing prohibiting access, excavation, changes in soil levels, or any storage within the Tree Protection Zone in accordance with AS4970-2009 unless with the prior written consent and under the direct supervision of the consulting arborist.
 - v. Maintenance of the area(s) within the Tree Protection Zone in accordance with AS4970-2009.
 - vi. Any pruning to be undertaken being in accordance with AS4373-2007.
 - vii. A notation to refer to the Tree Management Plan.
7. All protection measures identified in the Tree Management Plan must be implemented, and development works undertaken on the land must be undertaken in accordance with the Tree Management Plan, to the satisfaction of the Responsible Authority.
8. Prior to the commencement of works, the name and contact details of the project arborist responsible for implementing the Tree Management Plan must be submitted to the Responsible Authority.

Street trees

9. Tree Protection Fencing is to be established around the street trees to be retained located on Bignell Road prior to demolition and maintained until all works on site are complete.
- a) The fencing is to be a 1.8 metre high temporary fence constructed using steel or timber posts fixed in the ground or to a concrete pad, with the fence's side panels to be constructed of cyclone mesh wire or similar strong metal mesh or netting.
 - b) The fencing is to encompass the entire nature strip with each end 3 metres from the base of the tree.

Environmentally Sustainable Design

10. Concurrently with the endorsement of plans required by condition 1 of this permit, the sustainable management plan (SMP) prepared by Hexicon; dated 22 July 2024, must be endorsed.
11. Prior to the occupation of the building and commencement of the use approved under this permit, written confirmation from the author of the endorsed SMP is to be submitted to and approved by the Responsible Authority detailing that all the required measures specified in the SMP have been implemented, to the satisfaction of the Responsible Authority.

Drainage and Water Sensitive Urban Design

12. Unless with prior written consent of the Responsible Authority, before the development commences the following Integrated Stormwater Management

(drainage) documents must be prepared, by a suitably qualified person, to the satisfaction of the Responsible Authority:

- a) Prior to submitting detailed engineering plans, a comprehensive stormwater management (drainage) strategy for the site must be prepared that addresses the requirements specified within Council's "Civil Design requirements for Developers – Part A: Integrated Stormwater Management".
 - b) The stormwater management (drainage) strategy must include a report with MUSIC modelling results demonstrating water sensitive urban design treatments that achieve Victorian best practice objectives. These may include the use of an infiltration or bio-retention system, rainwater tanks connected for reuse, or other treatments to the satisfaction of the Responsible Authority.
 - c) The water sensitive urban design treatments as per conditions 12a & 12b above must be implemented on-site, unless an alternative agreement for stormwater quality in-lieu contribution is reached with the Responsible Authority.
 - d) Detailed Stormwater Management (drainage) Plan(s) must be prepared, with supporting computations, showing the stormwater (drainage) works to the nominated point of discharge in line with approved Stormwater Management (drainage) Strategy Report. The plan(s) must show all details of the proposed stormwater works including all existing and proposed features that may have an impact on the stormwater (drainage) works, including landscaping details.
13. Stormwater (drainage) works must be implemented in accordance with the approved stormwater management (drainage) plan and to the satisfaction of the Responsible Authority including the following:
- a) All stormwater (drainage) works must be provided onsite so as to prevent overflows onto adjacent properties.
 - b) The implementation of stormwater (drainage) detention system which restricts stormwater discharge to the maximum allowable flowrate as per issued legal point of discharge advice – DR-2024/34.
 - c) All stormwater (drainage) works must be maintained to the satisfaction of the Responsible authority.

General Amenity

14. No polluted and/or sediment laden runoff is to be discharged directly or indirectly into Melbourne Water's drains or watercourses.
15. The amenity of the area must not be detrimentally affected, to the satisfaction of the Responsible Authority, by the development and/or use, through the:
 - a) Transport of materials, goods or commodities to or from the land.
 - b) Appearance of any building, works or materials.
 - c) Emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil.
 - d) Any other way.
16. Before occupation of the development hereby permitted, landscaping works as shown on the endorsed plans must be completed to the satisfaction of the Responsible Authority. The landscaping must then be maintained to the

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satisfaction of the Responsible Authority.

17. Before occupation of the development hereby permitted, areas set aside for parking vehicles, access lanes and paths as shown on the endorsed plans must be:
- a) Constructed to the satisfaction of the Responsible Authority.
 - b) Properly formed to such levels that they can be used in accordance with the plans.
 - c) Surfaced with an all-weather sealcoat to the satisfaction of the Responsible Authority.
 - d) Drained to the satisfaction of the Responsible Authority.
 - e) Line-marked to indicate each car space, all access lanes and, if necessary, the direction in which vehicles are to travel to the satisfaction of the Responsible Authority.
 - f) In accordance with any Council adopted guidelines for the construction of car parks.

Parking areas and access lanes must be kept available for these purposes at all times and maintained to the satisfaction of the Responsible Authority.

18. In areas set aside for car parking, measures must be taken to the satisfaction of the Responsible Authority to prevent damage to fences or landscaped areas.
19. The development and use of the site shall not cause nuisance or be detrimental to the amenity of the neighbourhood by the emission of noise. In this regard any nuisance shall be assessed in accordance with the *Environment Protection Regulations 2021* and EPA Publication 1826.4 noise limit relating to the measurement of Environmental Noise and recommended sound levels.
20. Concrete kerbs or other barriers must be provided to the satisfaction of the Responsible Authority to prevent direct vehicle access to an adjoining road other than by a vehicle crossing.
21. Any existing vehicular crossover not in accordance with the endorsed plan must be removed and the kerb reinstated in a manner satisfactory to the Responsible Authority and any proposed vehicular crossover must be fully constructed to the Responsible Authority's standard specification.
22. The loading and unloading of goods to and from vehicles must only be carried out on the land.
23. No goods or packaging materials shall be stored or left exposed outside the building so as to be visible to the public from a road or other public place.
24. All external surfaces of the building elevations must be finished in accordance with the schedule on the endorsed plans and maintained in good condition to the Responsible Authority's satisfaction.
25. Construction on the site must be restricted to the following times:
- | | |
|-----------------------------|----------------------------|
| Monday to Friday: | 7:00am to 7:00pm; |
| Saturday: | 9:00am to 6:00pm; and |
| Sunday and Public Holidays: | No construction permitted. |
- Or otherwise as approved by the Responsible Authority in writing.
26. No signs or other advertising or identification may be erected or displayed on the

site without written Council consent.

Signage

27. The location and details of the sign(s) as shown on the endorsed plans must not be altered without the prior written consent of the Responsible Authority.
28. All signs must be located wholly within the title boundary of the land and must not protrude above the overall height of the building.
29. The sign(s) must not be located within or encroach onto the road reservation.
30. Signs must not be illuminated internally or by external lights except with the prior written consent of the Responsible Authority.
31. No sign(s) or other advertising or identification may be erected or displayed on the site without written Council consent.
32. The sign(s) must not be animated and no flashing or intermittent lights may be displayed.
33. The intensity of the light on the sign(s) must be limited so as not to cause glare or distraction to motorists or other persons or loss of amenity in the surrounding area all to the satisfaction of the Responsible Authority.

Department of Transport and Planning Conditions

34. Unless otherwise approved in writing from the Head, Transport for Victoria, prior to commencement of the development amended plans must be submitted to and approved by the Head, Transport for Victoria. When approved by the Head, Transport for Victoria, the plans must be endorsed by the Responsible Authority and will then form part of the permit. The plans must be drawn to scale with dimensions. The plans must be generally in accordance with the concept plans O' Brien Traffic Bunnings Moorabbin left turn lane conceptual layout plan 24330-CLP-01C dated 2nd May 2024 submitted but modified to show:
 - a) all features such as pavement, kerb/shoulders, line marking, power poles, trees, and other road furniture within 50 metres of additional access points.
 - b) details of how the pedestrian paths and safety along the property frontage will be managed in the public realm works including signs for pedestrian safety and tactiles.
35. Prior to the occupation of the development all works outlined on the approved Conceptual Layout Plan must be completed to the satisfaction of the Head, Transport for Victoria at the full cost to the permit holder.
36. The permit holder must avoid disruption to bus operation along South Road during the construction of the development. Any planned disruptions to bus operation during construction and mitigation measures must be communicated to and approved by the Head, Transport for Victoria a minimum of 8 weeks prior.
37. All business identification signs must remain static and not be reflective, flashing, scrolling or use intermittent light. All signs must be secured in a safe manner to ensure there is no public safety risk. All to the satisfaction of the Responsible Authority.
38. All vehicles must always enter and exit the site in a forward direction to the satisfaction of the Head Transport for Victoria.

Completion of Works

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

Signage Expiry

40. This permit (or part of the permit that relates to advertising signs) expires 15 years from the issue date of this permit.

Permit Expiry

41. In accordance with Section 68 of the *Planning and Environment Act 1987* (the Act), this permit will expire if one of the following circumstances applies:
- The use and development is not started before two (2) years from date of this permit.
 - The development is not completed before four (4) years from the date of permit issue.
 - The use is discontinued for a period of two (2) years.
 - This permit (or part of the permit that relates to advertising signs) expires 15 years from the date of issue of the permit.

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

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

Note: Any buildings and works (including eaves) to be located within an easement requires separate consent from Council and/or the relevant service authority. This will need to be obtained prior to the issue of a building permit.

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

Note: The applicant/owner must provide a copy of this planning permit to any appointed building surveyor. It is the responsibility of the applicant/owner and building surveyor to ensure that all building development works approved by any building permit is consistent with the planning permit.

Note: Prior to the construction of any crossovers as shown on the endorsed development plans, the following street tree *Pyrus calleryana* 'Capital' (Capital Callery Pear -**Asset NO. #328992**) located on Bignell Road and the following street trees located on South Road *Melia azedarach* (White Cedar -**Asset NO. #254021**), *Melia azedarach* (White Cedar -**Asset NO. #254020**), *Melia azedarach* (White Cedar -**Asset NO. #253986**) and *Melia azedarach* (White Cedar -**Asset NO. #253983**) must be removed by Council at the expense of the Developer/Owner. Payment of the removal and replacement fee for this tree/s must be made to Kingston City Council's customer service in accordance with Council's Tree Management Policy at least 2 weeks prior to its required removal date.

Note: The fee for removal of the street tree(s) from the nature strip is **\$31,806.28** (including GST), payable to Kingston City Council's Customer Service Department - refer to cashier code "STRE". Customer Service will confirm payment to the Parks Department. The removal of the tree requires a minimum of 2 weeks notice from the Developer/Owner.

Note: The applicant/owner must provide a copy of this planning permit and any endorsed plans to any external contractor to ensure that all trees to be retained

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on site are protected during any works.

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

Note: Any landscape plan prepared in accordance with conditions must comply with Council's Landscape Checklist.

Note: The allocation of street numbering and addressing of properties is vested in Council. Any reference to addressing or dwelling/unit/apartment and street numbers or street names on any endorsed plan is indicative only. The onus is on the permit applicant/land owner to contact Council's property data department to determine the official dwelling/unit/apartment street numbers, street name details and the like for the approved development in writing to property@kingston.vic.gov.au.

If the permit applicant/land owner adopts the street numbering or addressing from the endorsed plans, or where advertising and/or sales transact (off the plan) prior to Council's official allocation of the street numbering and addressing, it will be viewed to be non-compliant with the guideline and standard applied (Australian/New Zealand Standard for Rural & Urban Addressing / AS/NZS 4819:2011).

Note: The proposed development requires construction of new crossing to South Road. Separate approval under the Road Management Act 2004 for this activity is required from the Head, Transport for Victoria. Please contact the Department of Transport prior to commencing any works.

CARRIED

FOR: Crs Davey-Burns, Cochrane, Davies, Hill, Howe, Hua, Bearsley and Saab (8)

AGAINST: Nil (0)

Cr Oxley returned to the meeting at 8:29pm.

Cr Eden returned to the meeting at 8:30pm.

7.5 KP-2024/90 - Clayton Bowls Club, 37A Springs Road, Clayton South

Moved: Cr Saab

Seconded: Cr Hua

That the Council determine to support the proposal and issue a planning permit to 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 at Clayton Bowls Club, 37A Springs Road, Clayton South, subject to the following conditions:

Endorsed Plans

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

Environmentally Sustainable Design

2. The sustainable design assessment prepared by Ecoresults, report No. 2024-3745-SDA, dated 30 May 2024, must be implemented to the satisfaction of the

Responsible Authority. The sustainable design assessment must not be modified unless with the prior written consent to the Responsible Authority.

Stormwater Management

3. Unless with prior written consent of the Responsible Authority, before the development commences the following integrated stormwater management (drainage) documents must be prepared, by a suitably qualified person, to the satisfaction of the Responsible Authority:
 - a) Prior to submitting detailed engineering plans, a comprehensive stormwater management (drainage) strategy for the site must be prepared that addresses the requirements specified within Council's "Civil Design requirements for Developers – Part A: Integrated Stormwater Management".
 - b) The stormwater management (drainage) strategy must include a report with MUSIC modelling results demonstrating water sensitive urban design treatments that achieve Victorian best practice objectives. These may include the use of an infiltration or bio-retention system, rainwater tanks connected for reuse, or other treatments to the satisfaction of the Responsible Authority.
 - c) The water sensitive urban design treatments as per conditions (a) and (b) above must be implemented on-site, unless an alternative agreement for stormwater quality in-lieu contribution is reached with the Responsible Authority.
 - d) Detailed stormwater management (drainage) plan(s) must be prepared, with supporting computations, showing the stormwater (drainage) works to the nominated point of discharge in line with approved stormwater management (drainage) strategy report. The plan(s) must show all details of the proposed stormwater works including all existing and proposed features that may have an impact on the stormwater (drainage) works, including landscaping details.
4. Stormwater (drainage) works must be implemented in accordance with the approved stormwater management (drainage) plan and to the satisfaction of the Responsible Authority including the following:
 - a) All stormwater (drainage) works must be provided onsite so as to prevent overflows onto adjacent properties.
 - b) The implementation of stormwater (drainage) detention system which restricts stormwater discharge to the maximum allowable flowrate calculated as per Council's "Civil Design requirements for Developers – Part A: Integrated Stormwater Management".
 - c) All stormwater (drainage) works must be maintained to the satisfaction of the Responsible authority.

General Amenity

5. The amenity of the area must not be detrimentally affected by the development, through the:
 - a) Transport of materials, goods or commodities to or from the land.
 - b) Appearance of any building, works or materials.
 - c) Emission of noise, artificial light, vibration, smell, fumes, smoke, vapour,

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steam, soot, ash, dust, waste water, waste products, grit or oil.

- d) Presence of vermin.
 - e) Any other way.
6. The development of the site shall not cause nuisance or be detrimental to the amenity of the neighbourhood by the emission of noise. In this regard any nuisance shall be assessed in accordance with the *Environment Protection Regulations 2021* and EPA Publication 1826.4 noise limit relating to the measurement of Environmental Noise and recommended sound levels.
7. No goods or packaging materials shall be stored or left exposed outside the building so as to be visible to the public from a road or other public place.
8. All external surfaces of the building elevations must be finished in accordance with the schedule on the endorsed plans and maintained in good condition to the Responsible Authority's satisfaction.

Completion of Works

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

Permit Expiry

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

- The development is not started before two (2) years from date of this permit.
- The development is not completed before four (4) years from the date of permit issue.

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

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

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

Note: The applicant/owner must provide a copy of this planning permit to any appointed building surveyor. It is the responsibility of the applicant/owner and building surveyor to ensure that all building development works approved by any building permit is consistent with the planning permit.

Note: No signs or other advertising or identification may be erected or displayed on the site without the prior written consent of the Responsible Authority, unless exempt under the Kingston Planning Scheme.

Cr Hill left the meeting at 8:31pm.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Cochrane, Davies, Howe, Hua, Bearsley and Saab (9)

AGAINST: Nil (0)

7.6 Suburban Rail Loop - Approach to Structure Plan Advisory Committee Process

Moved: Cr Davey-Burns

Seconded: Cr Saab

That Council note this report which outlines the proposed approach to legal representation and advocacy through the Advisory Committee Process for the Suburban Rail Loop Precinct Structure Plans.

CARRIED

FOR: Crs Davey-Burns, Eden, Cochrane, Davies, Howe, Hua, Bearsley and Saab (8)

AGAINST: Nil (0)

ABSTAINED: Cr Oxley (1)

7.7 Submission to Victorian Government Housing Targets and Plan Victoria

Cr Hill returned to the meeting at 8:33pm.

Cr Cochrane left the meeting at 8:33pm.

Moved: Cr Hill

Seconded: Cr Bearsley

That Council endorse the submission at Appendix 1 in response to the State Government's draft Housing Targets and Plan Victoria.

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

CARRIED

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

AGAINST: Cr Howe (1)

ABSTAINED: Crs Eden and Oxley (2)

7.8 Adoption of the Economic Development Strategy

Moved: Cr Davies

Seconded: Cr Saab

That Council:

1. Note the results of the community consultation on the draft Economic Development Strategy.
2. Note the minor changes made to the Economic Development Strategy as a result of the community consultation period.
3. Adopt the Economic Development Strategy and Year 1 Annual Action Plan.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Cochrane, Davies, Hill, Howe, Hua, Bearsley and Saab (10)

AGAINST: Nil (0)

7.9 Response to Resolution - Notice of Motion 1/2024 - Parking in Chelsea

Moved: Cr Oxley

Seconded: Cr Bearsley

That Council:

1. Support the continuation of the current parking restrictions in the car parks surrounding the Chelsea shopping strip; and
2. Support a proposal for community consultation on Chelsea parking to be conducted in early 2025.

CARRIED

Cr Hua left the meeting at 8:56pm.

FOR: Crs Davey-Burns, Eden, Oxley, Cochrane, Davies, Hill, Howe, Bearsley and Saab (9)

AGAINST: Nil (0)

7.10 Gazettal of Dog Off Leash Area at Victory Road Reserve

Cr Oxley left the meeting at 8:59pm.

Moved: Cr Saab

Seconded: Cr Hill

That Council resolve under section 26 of the *Domestic Animals Act 1994* to designate a dog off leash area at the Victory Road Reserve and approve officers to undertake the statutory advertising and gazettal process.

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

CARRIED

FOR: Crs Davey-Burns, Eden, Cochrane, Davies, Hill, Howe, Hua, Bearsley and Saab (9)

AGAINST: Nil (0)

7.11 Climate and Ecological Emergency Response Plan - Update

Moved: Cr Hill

Seconded: Cr Cochrane

That Council note:

1. The information within this report; and
2. That this report will be provided to Council's Audit and Risk Committee.

Cr Oxley returned to the meeting at 9:02pm.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Cochrane, Davies, Hill, Howe, Hua, Bearsley and Saab (10)

AGAINST: Nil (0)

7.12 Highett Level Crossing Removal - Final Urban Design Report

Moved: Cr Davies

Seconded: Cr Saab

That Council:

1. Note the community feedback on the Draft Highett Level Crossing Removal: Urban Design Report;
2. Adopt the Final Highett Level Crossing Removal: Urban Design Report (the Report); and
3. Write to the Minister for Transport Infrastructure, Chief Executive Officer of the Level Crossing Removal Project, Chief Executive Officer of the Suburban Rail Loop Authority and Secretary of the Department of Transport and Planning (DTP) to:
 - a) inform them of the adoption of the Report and to reinforce the importance

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of the 10 Key Design Moves developed following extensive community engagement; and

- b) request that further technical traffic investigations and Movement and Place assessments be undertaken and shared with Council, to ensure that no unforeseen and potentially detrimental traffic and movement impacts occur in the existing road network in Highett as a result of planned State Government projects.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Cochrane, Davies, Hill, Howe, Hua, Bearsley and Saab (10)

AGAINST: Nil (0)

7.13 Stormwater Quality Contributions Policy Update

Moved: Cr Davies

Seconded: Cr Bearsley

That Council adopt the updated version of the *Kingston's Stormwater Quality In-lieu Contributions Policy* shown as Appendix 1.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Cochrane, Davies, Hill, Howe, Hua, Bearsley and Saab (10)

AGAINST: Nil (0)

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8. Community Strengthening Reports

8.1 Kingston Grants Program - Funding Decision Feedback

Moved: Cr Cochrane

Seconded: Cr Davies

That Council:

1. Note the feedback received in the period between 25 June – 26 July 2024, in response to the funding outcomes of the Kingston Grants Program for Round 1 of the Community Bi-annual Grants 2024-25, Operational & Partnership Grants 2024-27 for the Neighbourhood Houses & Community Centres, Specialist Community & Welfare Services and Community Interest Organisations categories, and Community Festival, Events and Creative Activities Grants 2024-27.
2. Increase the 2024-27 Partnership & Operational Grant funding for the Mordialloc Community Centre, by \$10,000, to \$85,000 per annum for 2024-27 with the funding condition that the grant cannot be used for recurrent or ongoing building maintenance costs as stated in the Kingston Grants Program Policy. This increased funding reflects that Mordialloc Community Centre has one of the highest program, participation and volunteer numbers compared to other Community Centres and Neighbourhood Houses in the City of Kingston.

Cr Howe left the meeting at 9:06pm.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Cochrane, Davies, Hill, Hua, Bearsley and Saab (9)

AGAINST: Nil (0)

8.2 Reconciliation Action Plan Progress Report 4

Moved: Cr Davies

Seconded: Cr Hill

That Council note the achievements of the Reconciliation Action Plan 2022–2024, from the period of January-June 2024.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Cochrane, Davies, Hill, Hua, Bearsley and Saab (9)

AGAINST: Nil (0)

8.3 2024 Kingston Youth Awards

Moved: Cr Davies

Seconded: Cr Hill

That Council:

1. Confirm the winners for the Young Citizen of the Year and Young Community Group of the Year awards ahead of the Youth Awards Event on Tuesday 10 September 2024, as per the officer recommendations included in confidential Appendix 1; and
2. Determine, pursuant to Section 125 of the Local Government Act 2020, that the identities of the award winners remain confidential until the Youth Awards Event on 10 September 2024.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Cochrane, Davies, Hill, Hua, Bearsley and Saab (9)

AGAINST: Nil (0)

**8.4 Municipal Public Health and Wellbeing Plan 2021-25 - Year 3
Achievements 2023 - 2024**

Moved: Cr Hill

Seconded: Cr Saab

That Council note the achievements of Year 3 implementation of the Municipal Public Health and Wellbeing Plan 2021–25.

FOR: Crs Davey-Burns, Eden, Oxley, Cochrane, Davies, Hill, Hua, Bearsley and Saab (9)

AGAINST: Nil (0)

CARRIED

9. Infrastructure and Open Space Reports

9.1 A Name for Kingston's New Aquatic and Leisure Centre

Moved: Cr Cochrane

Seconded: Cr Davies

That Council:

1. Receive the community consultation report on a name for Kingston's new aquatic and leisure centre;
2. Endorse Mordi Aquatic Centre as the name for the new aquatic and leisure centre in Mordialloc; and
3. Endorse officers to proceed with the registration of Mordi Aquatic Centre with Geographic Names Victoria.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Cochrane, Davies, Hill, Hua, Bearsley and Saab (9)

AGAINST: Nil (0)

9.2 Award of Contract CON-24/052 - Manual Litter Collection Services (Foreshore, Open Space Reserves & Precincts)

Moved: Cr Cochrane

Seconded: Cr Davies

That Council:

1. Award CON 24/052 Manual Litter Collection Services to Blue Sky Services (Vic) Pty Ltd for an initial term of two (2) years and 9 months, commencing 1 October 2024 which is estimated to have a total value of \$2,001,927.73 excluding GST plus CPI; and
2. Authorise the Chief Executive Officer, or their delegate, to execute the two (2) year extension period, up to a maximum contract term of four (4) years and nine (9) months, subject to satisfactory contractor performance.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Cochrane, Davies, Hill, Hua, Bearsley and Saab (9)

AGAINST: Nil (0)

9.3 Award of Contract CON-24/030 Programmed and Reactive Painting and Graffiti Removal Panel

Moved: Cr Davies

Seconded: Cr Cochrane

That Council:

1. Award Contract 24/030 Provision of Programmed and Reactive Painting and Graffiti Removal Services Panel as a Schedule of Rates Contract to Aesthetic Painting Services Pty Ltd, Ducon Maintenance Pty Ltd, Eastern Property Services Pty Ltd, Graffiti Rid Pty Ltd, and The Graffiti Eaters Pty Ltd at an estimated Year 1 cost of \$550,000.00 excluding GST for an initial period of 3 years with a further two (2) two-year extension options and an estimated maximum contract cost of \$4,421,004.23 excluding GST for the full seven (7) year contract expiring 31 August 2031, and
2. Authorise the Chief Executive Officer, or their delegate, to execute the two (2) two-year contract extension options subject to satisfactory performance.

Cr Howe returned to the meeting at 9:13pm.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Cochrane, Davies, Hill, Howe, Hua, Bearsley and Saab (10)

AGAINST: Nil (0)

9.4 Award of Contract CON-24/029 Programmed and Reactive Building Maintenance Panel

Moved: Cr Davies

Seconded: Cr Hill

That Council:

1. Award Contract 24/029 Provision of Programmed and Reactive Building Maintenance Services Panel as a Schedule of Rates Contract to Symmetry Commercial Pty Ltd, Ducon Maintenance Pty Ltd, and Eastern Property Services Pty Ltd, at an estimated Year 1 cost of \$700,000.00 excluding GST for an initial contract period of two (2) years with a further two (2) two-year extension options and an estimated maximum contract cost of \$4,761,338.97 for the full six (6) year contract term expiring 31 August 2030, and
2. Authorise the Chief Executive Officer, or their delegate, to execute the two (2) two-year contract extension options subject to satisfactory performance.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Cochrane, Davies, Hill, Howe, Hua, Bearsley and Saab (10)

AGAINST: Nil (0)

9.5 Biodiversity Strategy Adoption

Moved: Cr Hill

Seconded: Cr Davies

That Council:

1. Adopt the Biodiversity Strategy 2024 – 2029; and
2. Endorse that officers continue to engage with key stakeholders on the outcomes of the Technical Report to clarify any further queries.

Cr Cochrane left the meeting at 9:16pm.

Cr Cochrane returned to the meeting at 9:17pm.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Cochrane, Davies, Hill, Howe, Hua, Bearsley and Saab (10)

AGAINST: Nil (0)

9.6 Response to Resolution: Foreshore Waste Collection

Moved: Cr Bearsley

Seconded: Cr Davies

That Council:

1. Receive this report in response to the Notice of Motion No. 2/2024 - Foreshore Waste Collection resolution;
2. Endorse the relocation of foreshore bins from off the sand to foreshore reserves and key entrances to the beach to enable improved service collection; and
3. Receive a report after an 8 month period that reports on the success and challenges of the service improvement.

CARRIED

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

AGAINST: Crs Eden and Oxley (2)

ABSTAINED: Cr Howe (1)

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

9.7 Kingston Heath Reserve - Basketball Court Renewal

Moved: Cr Davies

Seconded: Cr Cochrane

That Council:

1. Endorse that community engagement be undertaken on the renewal of the existing basketball court to deliver a full sized court, an additional multi-sport half court and rebound wall at the Reserve; and
2. Endorse, subject to positive community feedback and support, that funding for construction be considered in the 25/26 capital works program, subject to the Council budget process.

Cr Oxley left the meeting at 9:32pm.

Cr Saab left the meeting at 9:34pm.

CARRIED

FOR: Crs Davey-Burns, Cochrane, Davies, Hill, Howe, Hua and Bearsley
(7)

AGAINST: Nil (0)

ABSTAINED: Cr Eden (1)

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10. Customer and Corporate Support Reports

10.1 Governance and Compliance Report

Moved: Cr Davies

Seconded: Cr Hua

That Council:

1. Receive the Informal Meetings of Councillors Records (Appendix 1);
2. Approve the Minutes of the June 2024 Audit and Risk Committee (Appendix 2)
3. Approve the Audit and Risk Committee Charter as attached at (Appendix 3)
4. Receive the outcome of the annual performance of the Audit and Risk Committee (Appendix 4)
5. Receive the final Councillor Attendance Record for this Council Term - April to August 2024 (Appendix 5)

CARRIED

FOR: Crs Davey-Burns, Eden, Cochrane, Davies, Hill, Howe, Hua and Bearsley (8)

AGAINST: Nil (0)

10.2 Response to Resolution - Key Performance Indicators

Cr Hill left the meeting at 9:37pm.

Moved: Cr Davies

Seconded: Cr Hua

That Council:

1. Not proceed with Key Performance Indicators; and
2. Note the Council Induction 2024 program includes a dedicated day on working together and group dynamics.

CARRIED

FOR: Crs Davey-Burns, Eden, Cochrane, Davies, Howe, Hua and Bearsley (7)

AGAINST: Nil (0)

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61. Chief Finance Office Reports

11.1 2023/24 Capital Budget Outcome

Cr Oxley returned to the meeting at 9:37pm.

Moved: Cr Cochrane

Seconded: Cr Davies

That Council:

1. Note that in 2023/24, Council delivered \$73 million of capital works, which is \$1.3 million higher than the forecast of \$71.7 million and largely reflects the combination of brought forward projects and early deliveries, additional grant funding, budget over expenditure on some projects, and less carry overs into the following financial year;
2. Approve the Capital Budget early deliveries (brought forward) of \$6.2 million from financial year 2024/25 to 2023/24, noting that this amount is not an overspend, but a movement between two budget years (increase of budget 2023/24 and decrease of budget 2024/25);
3. Approve the Capital Budget overspend of \$0.7 million for financial year 2023/24, noting that this amount is funded from additional grants received, and is an increase of budget in 2023/24;
4. Approve the Capital Budget carry over of \$5.6 million from financial year 2023/24 to 2024/25, noting that this amount is not a saving, but a movement between two budget years (decrease of budget 2023/24 and increase to budget 2024/25);
5. Approve additional allocations to the Capital Expenditure Reserve in the 2024/25 financial year of:
 - a) reduced rates requirements from 2023/24 projects of \$0.8 million
 - b) reduced rates requirements from 2024/25 projects of \$2.5 million for:
 - i. Dingley Village Community Hub and North Cheltenham Early Years Centre project of \$1.7 million
 - ii. Old Dandenong Road project of \$0.8 million; and
6. Note that these allocations to the Capital Expenditure Reserve are in line with the purpose of this fund and that these allocations support the Council approved utilisation of this fund for the Aquatic Centre project.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Cochrane, Davies, Howe, Hua and Bearsley (8)

AGAINST: Nil (0)

11.2 Extension of Contract CON-19/109 Provision of Transactional Banking and Bill Payment Services

Moved: Cr Davies

Seconded: Cr Cochrane

That Council:

1. Exercise the available option of further 36 months extension of Contract CON-19/109 Provision of Transactional Banking and Bill Payment Services with the Commonwealth Bank of Australia from 1 April 2024 to 31 March 2027. The contract expenditure for that period is estimated at \$960,000 ex GST (\$320,000 annually), which is line with the past year's spend and is slightly above budget (\$20,000) but will be absorbed in the Materials and Services operating budget.
2. Authorise the Chief Executive Officer to sign extension of the contract with Commonwealth Bank; and
3. Authorise the Chief Executive Officer or delegate to execute the Contract.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Cochrane, Davies, Howe, Hua and Bearsley (8)

AGAINST: Nil (0)

Cr Hill returned to the meeting at 9:38pm.

11.3 Proposed Discontinuance and Sale of Land Enclosed Within 20 Mernda Ave Bonbeach - Outcome of Section 223 Committee

Moved: Cr Howe

Seconded: Cr Davies

That Council:

1. Note the submissions and the minutes of the Section 223 Committee held on 9 July 2024.
2. Authorise officers to undertake the statutory procedures and to discontinue and sell the Road that is enclosed within 20 Mernda Ave Bonbeach, and
3. Advise the submitters of the decision of Council and the reasons for that decision.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Cochrane, Davies, Hill, Howe, Bearsley and Saab (9)

AGAINST: Nil (0)

11.4 Property Strategy

Moved: Cr Saab

Seconded: Cr Hill

That Council:

1. Adopt the draft Property Strategy
2. Note that the Property Strategy will be professionally designed and formatted, and presented to Councillors.

Cr Hua returned to the meeting at 9:40pm.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Cochrane, Davies, Hill, Howe, Hua, Bearsley and Saab (10)

AGAINST: Nil (0)

Procedural Motion

Moved: Cr Davies

Seconded: Cr Cochrane

That the meeting be extended for one hour until 11.00pm.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Cochrane, Davies, Hill, Hua, Bearsley and Saab (9)

AGAINST: Cr Howe (1)

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7. Notices of Motion

12.1 Notice of Motion No. 8/2024 - Cr Davies - Electronic Scoreboards

Moved: Cr Davies

Seconded: Cr Bearsley

That:

1. Council Officers prepare a report to be tabled to Council within five months which:
 - a) Lists the number of sporting grounds in Kingston where football, rugby, cricket, soccer, baseball or hockey are played.
 - b) Lists which of those grounds has an electronic scoreboard(s).
 - c) Provides an assessment of the scoreboards, including whether the scoreboards are operational, defective or not working.
 - d) Lists which grounds do not have an operational scoreboard and provide an estimate of costs to install a scoreboard at such grounds.
 - e) Comments on whether other sporting facilities within Kingston should have electronic scoreboards and the costs of installing same.
2. The report should consider whether the costs of installing electronic scoreboards should now be considered part of the Capital Works Program, or another department of Kingston, rather than requiring volunteer sporting clubs to bear the entire cost of installing a scoreboard.
3. If the installation of electronic scoreboards is to be part of the Capital Works Program, the report should also address how a priority installation and/or replacement of scoreboards should be implemented and whether and to what extent sporting clubs should contribute to the cost.

Cr Eden left the meeting at 9.46pm.

CARRIED

FOR: Crs Davey-Burns, Oxley, Cochrane, Davies, Hill, Howe, Hua, Bearsley and Saab (9)

AGAINST: Nil (0)

**12.2 Notice of Motion No. 9/2024 - Cr Howe - Thompson Road Entrance
Landscaping**

Moved: Cr Howe

Seconded: Cr Bearsley

That Council, in an officer report:

1. Provide a landscaping plan for the central median on Thompson Road, Patterson Lakes adjacent to Learmonth Reserve; and
2. Investigates assuming maintenance of the roundabout to the immediate west of the reserve, including the verge over the Thompson Road bridge when entering the suburb.

Cr Eden returned to the meeting at 10.03pm.

LOST on the casting vote of the Chairperson

FOR: Crs Cochrane, Davies, Howe, Hua and Bearsley (5)

AGAINST: Nil (0)

ABSTAINED: Crs Davey-Burns, Eden, Oxley, Hill and Saab (5)

A Division was Called:

DIVISION:

FOR: Crs Cochrane, Davies, Howe, Hua and Bearsley (5)

AGAINST: Nil (0)

ABSTAINED: Crs Davey-Burns, Eden, Oxley, Hill and Saab (5)

LOST on the casting vote of the Chairperson

12.3 Notice of Motion No. 10/2024 Cr Cochrane - Mordialloc Community Centre

Moved: Cr Cochrane

Seconded: Cr Davies

That Council:

1. Develop a Comprehensive Masterplan for the Mordialloc Community Centre (MCC) to ensure the facility meets the current and future community needs effectively and sustainably
2. Evaluate and address space requirements by assessing activities and programmes hosted at MCC, identifying their space needs, and planning accordingly to ensure optimal usage of the new facility.
3. Consider Financial Impacts on the Council by conducting a thorough cost analysis including initial construction, ongoing maintenance, and operational costs to ensure that the project is financially viable and sustainable.
4. Ensure Fit-for-Purpose design by planning for a new building that aligns with the MCC's role in the community, including necessary facilities, accessibility, and integration with existing infrastructure.
5. Engage with stakeholders including community groups, MCC staff, and local

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residents to gather input on their needs and expectations for the new centre.

6. Report back to the council with findings and recommendations, including a timeline for the project and estimated costs. This report should be no later than February 2025.

Cr Howe left the meeting at 10:11pm and did not return.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Cochrane, Davies, Hill, Hua, Bearsley and Saab (9)

AGAINST: Nil (0)

12.4 Notice of Motion No. 11/2024 - Cr Cochrane - Standardisation of Footpath Renewals Across Kingston's Local Shopping Precincts

Moved: Cr Cochrane

Seconded: Cr Saab

That officers provide a report on the feasibility of standardised footpath renewals across all local shopping precincts within the Kingston area.

1. Standardising footpath renewals should provide a uniform appearance across Kingston's shopping precincts. This consistency will reinforce the identity of our local shopping areas, making them more recognisable and aesthetically pleasing to residents and visitors alike. This could include opportunities for tree planting, landscaping and flowers.
2. Consult with local businesses and residents.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Cochrane, Davies, Hill, Hua, Bearsley and Saab (9)

AGAINST: Nil (0)

Cr Hill left the meeting at 10:25pm.

12.5 Notice of Motion No. 12/2024 - Cr Georgina Oxley - Road Conditions in Kingston

Moved: Cr Oxley

Seconded: Cr Saab

That Council:

1. Write to all Kingston Victorian Members of Parliament, the Minister for Roads and the Shadow Minister for Roads and any other relevant stakeholders advising of our concerns about the condition of the State managed roads within Kingston and requests that action be taken as soon as possible to improve the safety and condition of these roads.
 - a) The letter is to include where possible specific roads based on complaint data, feedback from Councillors and feedback received on social media from residents.
2. Undertakes an information campaign to provide information to the community on:

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- a) Which roads within the municipality are Council managed vs State Managed
 - b) Where/How the community can easily report potholes
 - c) Council's process and response times for potholes on Council roads
3. Immediately assesses the condition of high traffic Council managed roads and develop an action plan to rectify any defects to ensure the safety of highly trafficked roads in the City as a priority.
4. Provides a report to Council as soon as practicable on
 - a) Outcomes of the condition audits
 - b) Processes undertaken within Council to review road conditions
 - c) Responses to pothole complaints including complaint numbers with specific information on said complaints where possible.
 - d) Processes and agreements with other agencies i.e. LXP or SRLA on rectification works on Council assets impacted by major projects.

Cr Bearsley left the meeting at 10:25pm.

Cr Hill returned to the meeting at 10:26pm.

Cr Bearsley returned to the meeting at 10:28pm.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Cochrane, Davies, Hill, Hua, Bearsley and Saab (9)

AGAINST: Nil (0)

Cr Cochrane left the meeting at 10:39pm.

12.6 Notice of Motion No. 13/2024 - Cr Bearsley - Cheltenham Youth Club

Moved: Cr Bearsley

Seconded: Cr Davies

Noting that Cheltenham Youth Club (CYC) is the only facility in the southeast that provides pathways for gymnasts to compete at an elite and Olympic level, that Council:

1. Commit to supporting CYC in helping find an appropriate venue location with the correct space and ceiling height for trampolining and CYC's student numbers.
2. Provide a report as soon as possible, but not later than February 2025, that outlines financial and/or other options for CYC to maintain a Kingston location. In preparing the report council officers will liaise with CYC management as to CYC's current, ongoing and future needs
3. Undertake advocacy to relevant stakeholders about securing further funding for a new CYC location.
4. Any options to support CYC presented in the report and endorsed by council, be included in the preparation of the next budget cycle.

Cr Cochrane returned to the meeting at 10:41pm.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Cochrane, Davies, Hill, Hua, Bearsley and Saab (9)

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AGAINST: Nil (0)

12.7 Notice of Motion No. 14/2024 - Cr Hill - Mentone Heritage Train Station

Moved: Cr Hill

Seconded: Cr Bearsley

That Council:

1. Continue to pursue options for commercial tenants at the site of the Mentone Heritage Train Station as a priority, noting a report is due to Council at the end of August 2024 of interested parties.
2. Require officers to have executed a commercial lease and facilitated the commencement of works on the site to operationalise a commercial tenancy by February 2025. Should this timeframe not be met:
 - a) Commit to exploring the concept of a Mentone Renaissance Centre at the site of the Mentone Heritage Train Station.
 - b) Engage with stakeholders with capacity to bring the Mentone Renaissance Centre to life including the Arts and Culture Committee of Council, Mentone Library, the Mordialloc and District Historical Association, Friends of Mentone Station and Gardens, Rotary Club of Mordialloc, and other relevant community groups with expertise in art, culture and community events.
 - c) Provide a report back to Council by February 2025 about the Mentone Renaissance Centre option including cost to Council to establish, timelines and other related deliverability factors.

CARRIED

FOR: Crs Davey-Burns, Oxley, Cochrane, Davies, Hill, Hua, Bearsley and Saab (8)

AGAINST: Nil (0)

ABSTAINED: Cr Eden (1)

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13. Urgent Business

There were no items of urgent business.

14. Confidential Items

Nil

The meeting closed at 10.46pm.

Confirmed.....

The Mayor 23 September 2024

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Special Council Meeting

Monday, 16th September 2024

**City of Kingston
Special Council Meeting**

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16 September 2024

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	<i>[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.]</i>	
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16 September 2024

The meeting commenced at 7.12pm in the Council Chamber, 1230 Nepean Highway, Cheltenham.

Present: Cr Jenna Davey-Burns (Mayor)
Cr Tracey Davies (Deputy Mayor)
Cr Tamsin Bearsley
Cr Tim Cochrane (attended online)
Cr David Eden (attended online)
Cr Chris Hill
Cr George Hua
Cr Georgina Oxley
Cr Hadi Saab

In Attendance: Peter Bean, Chief Executive Officer
Jonathan Guttmann, General Manager Planning and Place
Dan Hogan, General Manager Customer and Corporate Support
Samantha Krull, 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
Jessica Baguley, Governance Officer
Gabrielle Pattenden, Governance Officer
Justin Welsford, Media Advisor

1. Apologies

No apologies were submitted to the meeting.

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

The CEO, Peter Bean foreshadowed a declaration of a conflict of interest in Item 7.3 – CEO Employment Matters.

The General Manager Infrastructure and Open Space, Samantha Krull foreshadowed a declaration of a conflict of interest in Item 7.1 – Contractual Matter.

3. Councillor Statements

Nil

4. Planning and Place Reports

3.1 KP-2008/337/B - 38 McDonald Street, Mordialloc (Mordialloc Bowling Club)

Cr Eden arrived at 7.16pm.

Moved: Cr Davies

Seconded: Cr Cochrane

That Council determine to support the proposal and issue a planning permit to 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 at No. 38 McDonald Street, Mordialloc (Lot 1 on TP 686117L), subject to the following conditions:

Endorsed Plans

1. The development, as shown on the endorsed plans, must not be altered without the written consent of the Responsible Authority.
2. The building and works (water tank, rock slab and cyclone fence) hereby approved, must be maintained in good order and appearance at all times, to the satisfaction of the Responsible Authority.
3. All external surfaces of the water tank elevations must be coloured in accordance with the submission, that being pale eucalypt green and maintained in a satisfactory condition to the satisfaction of the Responsible Authority.
4. The amenity of the area must not be detrimentally affected by the development and/or use, through the:
 - a) transport of materials, goods or commodities to or from the land;
 - b) appearance of any building, works or materials;
 - c) emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil;
 - d) presence of vermin; and
 - e) in any other way.
5. Construction on the site must be restricted to the following times:

Monday to Friday	7:00am to 7:00pm
Saturday	9:00am to 6:00pm

Or otherwise as approved by the Responsible Authority in writing.
6. The use (Liquor Licence) is to be restricted to the following times for the external area shown on the endorsed redline plan:

Monday to Sunday:	11:00am to 11:00pm
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Or as otherwise approved by the Responsible Authority in writing.
7. Once the development has started, it must be continued to the satisfaction of the Responsible Authority.
8. In accordance with section 68 of the Planning and Environment Act 1987, this permit will expire if one of the following circumstances applies:
 - The development and/or use is not started before 4th June 2010.

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- The development is not completed before 4th June 2012.
- The use is discontinued for a period of two (2) years.

In accordance with section 69 of the Planning and Environment Act 1987, the responsible authority may extend the periods referred to if a request is made in writing before the permit expires, or within three months afterwards.

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

Note: Unless no permit is required under the Planning Scheme, other signs must not be constructed or displayed without a further permit.

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

Amendment	Date of Amendment	Description of Amendment	Name of responsible authority that approved the amendment
A	10 August 2012	Amend the preamble to make reference to the sale and consumption of liquor; extend the redline area; and insert conditions regulating the use of the land for the sale and consumption of liquor.	City of Kingston
B	DATE	<p>Amendment B relates to considered plans prepared by Phil Hardy, titled <i>proposed new plan</i>, 1 sheet, submitted to Council on 20 May 2024.</p> <p>The scope of changes pertaining to Amendment B include:</p> <ul style="list-style-type: none">• An increase to the Red Line Plan	City of Kingston

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Cochrane, Davies, Hill, Hua, Bearsley and Saab (9)

AGAINST: Nil (0)

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5. Infrastructure and Open Space Reports

**4.1 Award of Contract 23/128 Programmed and Reactive Maintenance
Essential Safety Measures**

Moved: Cr Davies

Seconded: Cr Hill

That Council:

1. Award Contract CON-23/128 Programmed and Reactive Maintenance of Essential Safety Measures to Wormald Australia at an estimated Year 1 cost of \$390,804.40 (excluding GST) for an initial three (3) year period, with a further two (2) year extension option, up to a maximum of five (5) year total contract term and an estimated maximum contract cost of \$2,359,441.45 (excluding GST); and
2. Authorise the Chief Executive Officer, or their delegate, to execute the two (2) year contract extension option subject to satisfactory performance.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Cochrane, Davies, Hill, Hua, Bearsley and Saab (9)

AGAINST: Nil (0)

6. Chief Finance Office Reports

5.1 Discontinuance and Sale of Roads, Rights of Way and Drainage Reserves Policy

Moved: Cr Saab

Seconded: Cr Bearsley

That Council adopt the revised draft Discontinuance and Sale of Roads, Rights of Way and Drainage Reserves Policy.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Cochrane, Davies, Hill, Hua, Bearsley and Saab (9)

AGAINST: Nil (0)

5.2 2024/25 Operating Budget Forecast

Moved: Cr Davey-Burns

Seconded: Cr Davies

That Council note the 2024/25 Operating Budget Forecast, and that officers will continue to work on forecast assumptions to actively manage budgets within approved parameters.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Cochrane, Davies, Hill, Hua, Bearsley and Saab (9)

AGAINST: Nil (0)

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7. Confidential Items

Moved: Cr Saab

Seconded: Cr Hua

That in accordance with section 66(1) and 66(2)(a) of the *Local Government Act 2020*, the meeting be closed to members of the public for the consideration of the following confidential items:

7.1 Contractual Matter

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

- because it is legal privileged information, being information to which legal professional privilege or client legal privilege applies (section 3(1)(e)), and
- the explanation as to why the specified ground/s applies is the report contains information that is subject to legal professional privilege in connection with a confidential commercial dispute.

7.2 Building Matter

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

- because it is legal privileged information, being information to which legal professional privilege or client legal privilege applies (section 3(1)(e)), and
- The explanation as to why the specified ground/s applies is the report contains information that is subject to legal professional privilege in connection with a confidential dispute.

7.3 CEO Employment Matters

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

- because it is Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released, and because it is personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs (section 3(1)(a) and (f)), and
- the explanation as to why the specified ground/s applies is this report relates to personnel information of the CEO.

CARRIED

FOR: Crs Davey-Burns, Eden, Oxley, Cochrane, Davies, Hill, Hua, Bearsley and Saab (9)

AGAINST: Nil (0)

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The meeting was closed to members of the public at 7.22pm.

Cr Eden left the meeting at 7.22pm.

Moved: Cr Hill

Seconded: Cr Oxley

That the meeting be opened to members of the public

CARRIED

FOR: Crs Davey-Burns, Oxley, Cochrane, Davies, Hill, Hua, Bearsley and
Saab (8)

AGAINST: Nil (0)

The meeting opened to members of the public at 7.49pm.

The meeting closed at 7.49pm.

Confirmed.....

The Mayor 23 September 2024

7. Planning and Place Reports

Ordinary Council Meeting

23 September 2024

Agenda Item No: 7.1

TOWN PLANNING APPLICATION DECISIONS - AUGUST 2024

Contact Officer: Heidi Heath, Team Leader City Development Administration

Town Planning Application Decisions – August 2024

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

Author: Jaclyn Murdoch – Manager, City Development

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

A summary of the decisions is as follows:

Type of Decision	Number of Decisions Made	Percentage (%)
Planning Permits	59	77
Notice of Decision	3	4
Refusal to Grant a Permit	1	1
Other - Withdrawn (9) - Prohibited (0) - Permit not required (2) - Lapsed (3) - Failure to Determine (0)	14	18
Total	77	100

(NB: Percentage figures have been rounded)

OFFICER RECOMMENDATION

That the report be noted.

Appendices

Appendix 1 - Town Planning Application Decisions - August 2024 (Ref 24/252110) 

Author/s: Heidi Heath, Team Leader City Development Administration

Reviewed and Approved By: Heidi Heath, Team Leader City Development Administration

7.1

TOWN PLANNING APPLICATION DECISIONS - AUGUST 2024

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Planning Decisions August 2024							
APPL. No.	PROPERTY ADDRESS	SUBURB	APPL. DATE	DATE DECIDED	PROPOSAL DESCRIPTION	DECISION	VCAT DECISION
KP-2024/359	222 Centre Dandenong Road	CHELTENHAM	16/07/2024	1/08/2024	Subdivide the Land into Two (2) Lots	Permit	No
KP-2024/168	72A Lower Dandenong Road	PARKDALE	10/04/2024	2/08/2024	The alteration of the access to a road in the Transport Zone 2 (Lower Dandenong Road)	Permit	No
KP-2023/630	3 Olive Grove	MENTONE	23/11/2023	6/08/2024	The construction of a double storey dwelling to the rear of the existing dwelling and alterations to the existing dwelling	Permit	No
KP-2024/301	1 16 Golden Avenue	BONBEACH	20/06/2024	6/08/2024	Subdivide the land into (2) lots.	Permit	No
KP-2013/645/B	109 McLeod Road	PATTERSON LAKES	27/10/2020	6/08/2024	To use and develop the land for a six storey building comprising seventy-two dwellings and associated car parking within a land subject to inundation overlay, with reduction of the car parking requirement pursuant to Clause 37.02	Permit	No
KP-2023/724	12 Clipper Island	PATTERSON LAKES	13/12/2023	6/08/2024	To construct two or more dwelling (two (2) dwellings) on a lot, and to subdivide the land into two (2) lots.	Permit	No
KP-2023/737	4 Rosebud Avenue	MOORABBIN	20/12/2023	6/08/2024	The construction of two (2) or more dwellings (2 dwellings) on a lot	Permit	No
KP-2024/98	28-30 Swinden Avenue	CHELTENHAM	9/03/2024	6/08/2024	The development of two (2) dwellings	Permit	No
KP-2024/234	1239-1241 Nepean Highway	CHELTENHAM	13/05/2024	6/08/2024	To use land to sell or consume liquor (on-premises liquor license)	Permit	No

KP-2024/309	372-392 Lower Dandenong Road	BRAESIDE	24/06/2024	6/08/2024	Use the land for the Place of Assembly (One-day Car Show 10th November 2024) / Liquor License (Temporary Limited licence)/ Reduction in Car Parking	Permit	No
KP-2024/79	655 Nepean Highway	CARRUM	5/03/2024	6/08/2024	To construct two dwellings to the front of an existing dwelling on the land	Lapsed	No
KP-2022/809/A	59 Hughes Avenue	EDITHVALE	3/06/2024	7/08/2024	The development of two (2) dwellings	Permit	No
KP-2024/131	23 Mount View Road	HIGHETT	26/03/2024	7/08/2024	The construction of two (2) single storey dwellings	Permit	No
KP-2024/257	33 Boundary Road	MORDIALLOC	23/05/2024	7/08/2024	The use of the land for car sales	Permit	No
KP-2020/347/B	Unit 2 26 Clarevale Street	CLAYTON SOUTH	30/07/2024	7/08/2024	Construction of three (3) double storey dwellings	Permit	No
KP-2024/308	57-61 Woodlands Drive	BRAESIDE	21/06/2024	8/08/2024	The use of the land for materials recycling (Paint Recycling), to construct a building or construct or carry out works and to reduce the number of car parking spaces required under Clause 52.06-5.	Permit	No
KP-2024/286	66 Golden Avenue	BONBEACH	12/06/2024	9/08/2024	Subdivide the land into five (5) lots	Permit	No
KP-2023/682/A	35 Valetta Street	CARRUM	25/07/2024	9/08/2024	The construction of a double storey dwelling in the Special Building Overlay	Permit	No
KP-2024/395	42 McKay Street	MORDIALLOC	5/08/2024	9/08/2024	The construction of a spa, deck and safety barriers in the Special Building Overlay	Permit	No
KP-2024/397	7-9 Wannan Street	HIGHETT	6/08/2024	12/08/2024	Subdivide the land into two (2) lots	Permit	No
KP-2024/394	Factory 12 1-7 Canterbury Road	BRAESIDE	5/08/2024	12/08/2024	The construction of a mezzanine level in the existing warehouse and a	Permit	No

					reduction in the car parking requirement		
KP-2021/26/B	21 Parnell Street	CHELTENHAM	6/08/2024	12/08/2024	The development of two (2) dwellings	Permit	No
KP-2024/365	57 McSwain Street	PARKDALE	19/07/2024	13/08/2024	Construction of a front fence in a Special Building Overlay	Permit	No
KP-2024/154	52 Brownfield Street	MORDIALLOC	8/04/2024	13/08/2024	The development of two (2) double-storey dwellings	Permit	No
KP-2024/399	4 Cliffe Lane	EDITHVALE	7/08/2024	13/08/2024	Replace existing 1.7m high timber front fence with 1.7m high Aluminium fence.	Withdrawn	No
KP-2024/339	10 Breeze Street	BONBEACH	8/07/2024	13/08/2024	Subdivide the Land into Three (3) Lots	Permit	No
KP-2023/626	44 Antibes Street	PARKDALE	21/11/2023	13/08/2024	Development of the land for two (2) dwellings	Permit	No
KP-2022/625	10 Sharan Avenue	MENTONE	15/09/2022	14/08/2024	The development of a second dwelling to the rear of an existing dwelling, alterations and additions to the existing dwelling, and subdivide the land into two (2) lots	Permit	No
KP-2024/404	1 16 Parkers Road	PARKDALE	12/08/2024	14/08/2024	ALTERATION OF FRONT PORCH, ADDING ALFRESCO FOR BACKYARD	Permit Not Required	No
KP-2024/406	43 Charles Street	CHELTENHAM	12/08/2024	14/08/2024	Building and Works to alter a dwelling on land affected by a Special Building Overlay.	Permit Not Required	No
KP-2024/367	12 Castaway Court	PATTERSON LAKES	19/07/2024	14/08/2024	Construction of a Veranda	Withdrawn	No
KP-2022/580/A	22 Christensen Street	CHELTENHAM	28/06/2024	14/08/2024	The development of the land for warehouses, to subdivide the land into nine (9) lots and a reduction of the car parking requirement	Permit	No
KP-2024/3	15 Campbell Grove	DINGLEY VILLAGE	9/01/2024	15/08/2024	Development of the land for one (1) dwelling in a Special Building Overlay	Withdrawn	No
KP-2022/817	58 Mascot Avenue	BONBEACH	17/03/2023	15/08/2024	The development of two (2) side-by-side dwellings	Permit	No

KP-2024/150	71 Montrose Avenue	EDITHVALE	4/04/2024	15/08/2024	The construction of two (2) double storey dwellings	Permit	No
KP-1997/132/B	4 Cliffe Lane	EDITHVALE	13/08/2024	16/08/2024	To develop and use this site for a dual occupancy, in accordance with plans to be submitted pursuant to Condition 1 hereof;	Permit	No
KP-2024/407	10 Dennis Street	HIGHETT	9/08/2024	16/08/2024	Subdivide the land into two (2) lots	Permit	No
KP-2024/410	39 Bradshaw Street	MORDIALLOC	12/08/2024	16/08/2024	Subdivide the land into two (2) lots	Permit	No
KP-2016/916/C	248-250 Boundary Road	BRAESIDE	13/05/2024	16/08/2024	Use and develop the land for a restaurant and function centre, a reduction in the car parking requirement, general liquor licence, and the display of internally illuminated signage	Permit	No
KP-2023/618	28 Fifth Street	PARKDALE	17/11/2023	16/08/2024	Construct front picket fence with pedestrian gate.	Withdrawn	No
KP-2024/212	2 Stanton Street	HIGHETT	30/04/2024	16/08/2024	The development of two (2) double-storey dwellings	Permit	No
KP-2024/196	11 Melaleuca Drive	CLARINDA	19/04/2024	16/08/2024	To construct one (1) dwelling to the rear of an existing dwelling on the land	Permit	No
KP-2024/368	63 Berry Avenue	EDITHVALE	22/07/2024	19/08/2024	Subdivide the land into four (4) lots	Permit	No
KP-2023/169	2 126-128 Lower Dandenong Road	PARKDALE	5/04/2023	19/08/2024	The construction of an extension to the existing living room at the front of Unit 2	Lapsed	No
KP-2024/252	1 Mason Court	HIGHETT	22/05/2024	21/08/2024	The Development of two (2) double-storey dwellings	Permit	No
KP-2024/318	143 Nepean Highway	MENTONE	26/06/2024	22/08/2024	Subdivide the land into three (3) lots	Permit	No
KP-2023/571	10 Fourth Avenue	CHELSEA HEIGHTS	24/10/2023	22/08/2024	To construct two (2) or more dwellings (2 dwellings) on a lot	Refused	No

KP-2023/743	102 Valetta Street	CARRUM	22/12/2023	22/08/2024	Development of the land for two (2) dwellings	Lapsed	No
KP-2024/334	6 Tennyson Street	HIGHETT	3/07/2024	22/08/2024	Subdivide the land into three (3) lots	Permit	No
KP-2024/405	6 Somme Parade	EDITHVALE	7/08/2024	22/08/2024	Subdivide the land into two (2) lots	Permit	No
KP-2024/315	617 Clayton Road	CLARINDA	26/06/2024	23/08/2024	Subdivide the land into three (3) lots and create common property	Permit	No
CMP-2024/18	65 Argyle Avenue	CHELSEA	20/08/2024	23/08/2024	CMP	Withdrawn	No
KP-2019/813/A	1-23 Wells Road	CHELSEA HEIGHTS	30/11/2023	23/08/2024	Use and development of the subject land for a supermarket and retail premises in the Commercial 2 Zone and creation of a carriageway easement pursuant to clause 52.02 in accordance with the endorsed plans and reduction of the car parking requirements of clause 52.06	Withdrawn	No
KP-2024/412	5 Hewitt Street	CHELTENHAM	13/08/2024	23/08/2024	The construction of alterations and additions to the existing warehouses	Permit	No
KP-2022/556/A	101 Thames Promenade	CHELSEA	16/08/2024	23/08/2024	Construction of a single dwelling in a Special Building Overlay	Permit	No
KP-2024/420	68 Chelsea Road	CHELSEA	19/08/2024	23/08/2024	To subdivide the land into two (2) lots	Permit	No
KP-2024/427	36 The Corso	PARKDALE	22/08/2024	23/08/2024	To subdivide the land into two (2) lots	Permit	No
KP-2024/428	44 Emma Street	CARRUM	22/08/2024	23/08/2024	To subdivide the land into two (2) lots	Permit	No
KP-2024/144	2 1124 Centre Road	OAKLEIGH SOUTH	2/04/2024	23/08/2024	The use the land (Building 4A) as a restricted retail premises	Permit	No
KP-2024/414	37 Mascot Avenue	BONBEACH	15/08/2024	26/08/2024	The construction of one (1) double storey dwelling in the Special Building Overlay	Permit	No
KP-2024/421	2 Clare Street	PARKDALE	20/08/2024	26/08/2024	Installation of Pool & Safety Barriers	Withdrawn	No

KP-2023/478	30 Wordsworth Avenue	CLAYTON SOUTH	23/08/2023	27/08/2024	To construct two (2) or more dwellings (8 dwellings) on a lot	Permit	No
KP-2024/145	1 Gracie Avenue	EDITHVALE	2/04/2024	28/08/2024	Construct two (2) or more dwellings two (2 dwellings) on a lot and to subdivide the land into two (2) lots	Notice of Decision	No
KP-2024/390	1 515 Main Street	MORDIALLOC	1/08/2024	29/08/2024	To carry out painting of external facade in a Heritage overlay.	Withdrawn	No
KP-2024/409	15 Campbell Grove	DINGLEY VILLAGE	13/08/2024	29/08/2024	Construction of a double storey dwelling in the Special Building Overlay	Permit	No
KP-2023/654	6 Coleman Lane	ASPENDALE	30/11/2023	29/08/2024	The development of one (1) dwelling on a lot less than 300m2	Notice of Decision	No
KP-2024/293	20 Capella Crescent	MOORABBIN	14/06/2024	29/08/2024	To use the land for the sale of liquor (Remote Seller's License) in association with an existing warehouse	Permit	No
KP-2024/425	22 Fourth Avenue	ASPENDALE	22/08/2024	29/08/2024	The construction of a double storey dwelling in the Special Building Overlay	Permit	No
KP-2024/382	3A Parsons Street	MORDIALLOC	30/07/2024	30/08/2024	Subdivide the land into two (2) lots	Permit	No
KP-2024/432	29 Broome Avenue	MENTONE	26/08/2024	30/08/2024	Proposed VicSmart Amendment to current Permit - KP-2023201 to allow the additional rear Family Room extension to the existing dwelling-house within the SBO	Withdrawn	No
KP-2024/248	5 Russell Court	MENTONE	20/05/2024	30/08/2024	Develop the land for two (2) dwellings	Notice of Decision	No
KP-2023/622	37 Old Dandenong Road	OAKLEIGH SOUTH	21/11/2023	30/08/2024	The development of two (2) dwellings, the construction of a front fence that exceeds 1.5 metres and the creation of access to a road in a Transport Zone 2	Permit	No
KP-2023/636	40 Evan Street	PARKDALE	28/11/2023	30/08/2024	The construction of two (2) double storey dwellings	Permit	No

KP-2024/167	648 South Road	MOORABBIN	9/04/2024	30/08/2024	Use the land for Trade Supplies and a Restricted Retail Premises, to construct a building or construct or carry out works (new trade supplies store and associated car parking), create access to a Transport 2 Zone, reduction of bicycle parking and to construct or put up for display ten (10) business	Permit	No
KP-2023/201/A	29 Broome Avenue	MENTONE	27/08/2024	30/08/2024	The construction of a ground floor extension to the existing dwelling in the Special Building Overlay	Permit	No
KP-2019/309/A	3 Hibberd Street	HIGHETT	23/01/2024	30/08/2024	The development of two (2) dwellings	Permit	No
KP-2011/492/A	53A Scotch Parade	BONBEACH	6/04/2024	30/08/2024	Develop the land for the construction of One (1) Dwelling to the rear of the existing dwelling	Permit	No

23 September 2024

Agenda Item No: 7.2

THIS IS CHELSEA - COMMUNITY CONSULTATION OUTCOMES

Contact Officer: Amber Swales, Strategic Planner

Purpose of Report

The purpose of this report is to inform Council on the outcomes of the community consultation for 'This is Chelsea'.

Disclosure of Officer / Contractor Conflict of Interest

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

RECOMMENDATION

That Council note the 'This is Chelsea Community Consultation Summary Report' provided at Appendix 1.

1. Executive Summary

The Chelsea Structure Plan was initiated in 2018 and was put on hold due to the impact of the Chelsea Level Crossing Removal Project and challenges associated with effective consultation through the pandemic.

At its 23 October 2023 Ordinary Meeting, Council considered a report that recommended the re-commencement of work on the Chelsea Structure Plan. The report outlined a proposed approach and resources required to complete the project. The approach was endorsed, subject to Council's approval of a further detailed engagement plan.

A Communications and Engagement Strategy was prepared and endorsed by Council at its 20 March 2024 Planning Committee Meeting. It proposed a 6-week engagement period with the purpose of informing the community of the development of the draft Structure Plan and to identify any new issues/opportunities.

In line with the Engagement Strategy, community consultation was undertaken from 8th May – 21st June including the following activities:

- Two pop – up sessions and one drop-in session (Woolworths, Park Run at Bicentennial Park and LF Payne Hall)
- Trader visits
- Suburb-wide mailout
- Emails to stakeholders and previous project participants
- YKYS project page, online survey and feedback boxes
- Newspaper, newsletter and social media advertising including train station billboard.

Council received 481 submissions via 176 surveys, 303 pieces of feedback from pop-ups/drop in sessions and two written submissions. A Community Consultation Summary Report has been prepared and is provided at Appendix 1.

The report identifies the key themes that emerged they include:

- The seaside lifestyle that Chelsea offers
- The appearance and cleanliness of the shopping strip
- Vacant shops and retail mix
- Parks and wetlands
- Parking management
- Active transport and walkability
- New development
- Navigating Chelsea
- Public spaces and community facilities
- Community events and public art

It is recommended that This is Chelsea Community Consultation Summary Report be publicly released with the Report being provided on YKYS This is Chelsea project page and to all submitters.

The community feedback received will inform the development of a draft Structure Plan - 'This is Chelsea' which will be provided to Council for endorsement for consultation together with a further community consultation plan.

2. Background

At its Ordinary Meeting on 23 April 2018 Council considered officers response to Notice of Motion 46/2017 and resolved amongst other matters to:

3. *Commence preparation of a Structure Plan for the Chelsea Major Activity Centre.*

At its 23 October Ordinary Meeting of Council, Council resolved *that Council, subject to Council's approval of a further detailed engagement plan:*

1. *Note the approach outlined in this report to be undertaken for the completion of the Chelsea Structure Plan; and*
2. *Receive a further report at the completion of the initial community consultation period considering all submissions and feedback received.*

At its 20 March 2024 Planning Committee Meeting, Council resolved:

1. *That the Planning Committee endorse the Communications and Engagement plan as outlined in Section 3 of this report to inform the development of a Draft Chelsea Structure Plan.*

3. Discussion

3.1 Community Consultation Activities

Community consultation took place between 8th May and 21st June 2024. Feedback was collected through a survey that was available online and in hard copy as well as post-it notes at pop-up/drop in events. Council's Your Kingston Your Say project page had project information including frequently asked questions and a copy of the Phase 1 consultation summary report. Engagement activities that took place during this stage were:

- Surveys
 - Consultation generated a total of 176 submissions through survey form (online and hard copies)
- Your Kingston Your Say
 - 1,600+ visits
- Pop up engagements
 - Approximately 400 people engaged with one of our 3 'pop ups/drop ins' held at:
 - Woolworths
 - Park Run at Bicentennial Park
 - LF Payne Hall (drop in session)
 - Participants were encouraged to fill out surveys and use sticky notes to make suggestions of ideas people might have for the future of Chelsea, and issues around Chelsea that need improvement.
- Written submissions
 - Two community groups presented their contributions via email
- Social media – 9,837 users reached
- One community group meeting (Chelsea Bonbeach Train Station Group).

3.2 What we heard

A range of feedback and views through were reflected through the consultation process with key themes outlined below:

What is valued:

- The beach and the 'coastal' village feel of the centre
- Seaside lifestyle and proximity to the beach
- Parks and wetlands
- Community connectedness
- The general location of Chelsea

What could be improved:

Commercial centre

- Number of vacant shops
- Improving the tired look of the strip and cleanliness
- Mix of shops including those that activate the strip into the evening
- Improve The Strand
- More trees and plants
- Dumped rubbish

Public realm

- Improved lighting
- More toilets and signage
- More seats for both rest and interaction
- Safe, consistent footpaths
- Increased shade

- More street trees and garden beds
- Better accessibility for people with limited mobility
- Woolworths carpark

Open space

- More pocket parks
- More areas for dogs
- More trees and native vegetation

The beach

- Improved access and wayfinding from the shops to the beach
- Visibility of the beach from the commercial area and roads
- Pier
- Boardwalk along foreshore
- Protecting foreshore vegetation
- Consistent cleanliness
- Protection, celebration and showcasing of the beach
- More activity on the beach such as cafes

Movement

- Pedestrian crossing from station to shops
- Parking management in summer months
- East/West connectivity
- Active transport
- Facilities that can be accessed by all – regardless of level of mobility
- Traffic flow at Thames crossing
- Maintenance of new station

Development Density and Scale

- Management of growth
- Architecture that reflects the neighbourhood character
- Environmentally sustainable design
- Appropriately scaled development, with increased density being acceptable around the station, above commercial properties and set-back from the beach.

Community Services and Activities

- More community services and support for people experiencing homelessness
- Updated LF Payne Hall
- Outdated Life Saving Club
- More community events such as local markets
- More public art
- Public and property safety concerns – particularly in summer

4. Consultation

4.1 Internal Consultation:

Internal Council departments have been consulted on the project through a dedicated project working group. This group will be reconvened and continue through the balance of the Project. The group comprises representatives from the Project Management Office, Kingston Business, Traffic and Transport, Inclusive Communities, Open Space, Environmental Planning and Urban Design and Place.

4.2 Community Consultation:

Group	Method
Key Stakeholders Local traders Chelsea project subscription list Chelsea residents	Traders visits Direct mail Plus methods listed below
General community Chelsea LSC Broader Kingston community Visitors to Chelsea People that work in Chelsea Chelsea Bonbeach Train Station Group	Your Kingston Your Say (YKYS) page Online survey Signage Social media Pop up/drop in sessions Face-to-face meetings

5. Compliance Checklist

5.1 Council Plan Alignment

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

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

Re-engaging on 'This is Chelsea' builds on stakeholder and community understanding of the project and will inform the development of draft Structure Plan ensuring community and stakeholder views, issues and opportunities are considered.

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

Community engagement will ensure that all those who have a vested interest in the future of Chelsea MAC have the opportunity to contribute to the development of the Structure Plan, including those who might not ordinarily engage with Council initiatives.

5.3 Financial Considerations



Budget

The funding for the consultation activities and the development of 'This is Chelsea' is accommodated within the Strategic Planning operational budget.

Staff Resources

The consultation was accommodated by existing staff within the Strategic Planning and Communications and Engagement teams.

Appendices

Appendix 1 - This is Chelsea Consultation Report (Ref 24/239931)  

Author/s:	Amber Swales, Strategic Planner
Reviewed and Approved By:	Rita Astill, Team Leader Strategic Planning Paul Marsden, Manager City Strategy Jonathan Guttman, General Manager Planning and Place

7.2

THIS IS CHELSEA - COMMUNITY CONSULTATION OUTCOMES

1	This is Chelsea Consultation Report	25
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THIS IS CHELSEA

Consultation summary July 2024

Background

In 2019, with the community's help, we began work on a plan for the Chelsea Activity Centre (called a Structure Plan) that incorporates community values, builds on the best of Chelsea and sets out an exciting vision for its future.

Our work was put on hold due to the Chelsea, Edithvale and Bonbeach level crossing removals, however we are now keen to kickstart this project once more. We re-engaged with the community over a six-week period to ask how to make Chelsea the best it can be, and to hear about any new issues or opportunities.

Here's what we heard...

Who did we reach?

5,530 Direct mail

9,837 Social media reach

1,600+ Visits to Your Kingston Your Say consultation page

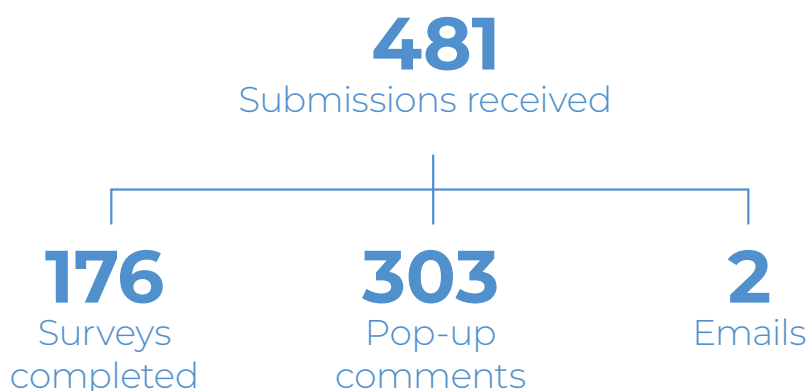
12,000+ Emails

63 Trader visits

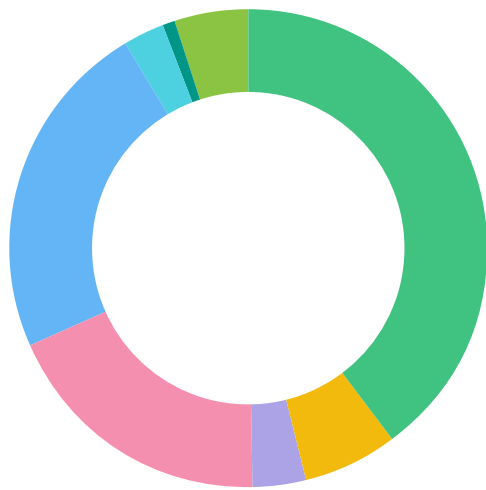
400+ Pop up attendees across 3 sessions in Chelsea

1 Stakeholder meeting

Feedback



Connection to the area



What is your relationship/s to Chelsea?
Select all that are relevant.

- 113 ■ I live in Chelsea
- 18 ■ I work in Chelsea
- 10 ■ I own a business in Chelsea
- 53 ■ I own a property in Chelsea
- 65 ■ I regularly visit Chelsea
- 8 ■ I sometimes visit Chelsea
- 2 ■ I go to school in Chelsea
- 14 ■ Other



Chelsea values

In 2019, the community's things they loved/valued were:



The beach and seaside lifestyle



The coastal village feel of the centre



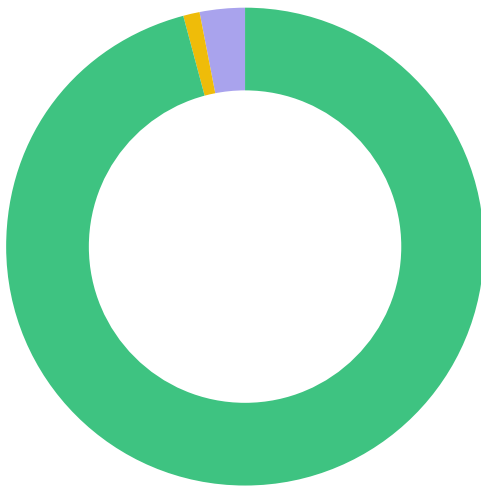
The parks, wetlands and open spaces



Proximity to shops, transport and the beach



Sense of community and community connection



Do you still agree with this?

167 Yes
2 No
5 Unsure



What else would you like to see protected/valued:

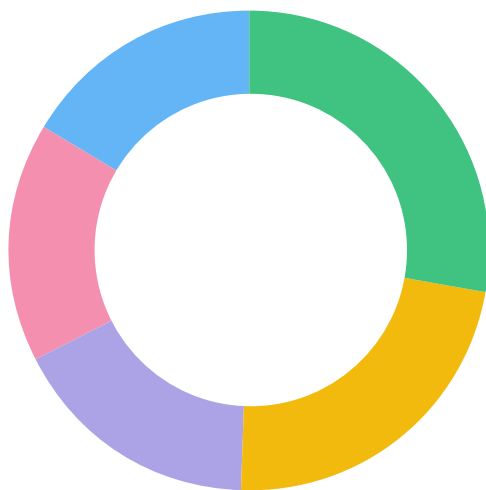
46 Open Space
29 Density/Planning
20 Shops/Streetscape
16 Movement
16 Green/Vegetation

Chelsea Issues

2019 key areas for improvement:

- ✦ Appearance/cleanliness of shops
- 🏠 Mix of shops/vacant shops.
- 🚗 Parking and traffic, especially in the summer months.
- 🏰 Beach access and connection from shops.
- ⚙️ Character, quality, and size/scale of new developments.
- 🚶 Ease of movement from east to west.
- 🚶 Sustainable transport options/improved pedestrian safety.
- 🛹 More community services, events & activities.
- 🌳 Greenery/street tree planting.
- ❤️ Community safety.

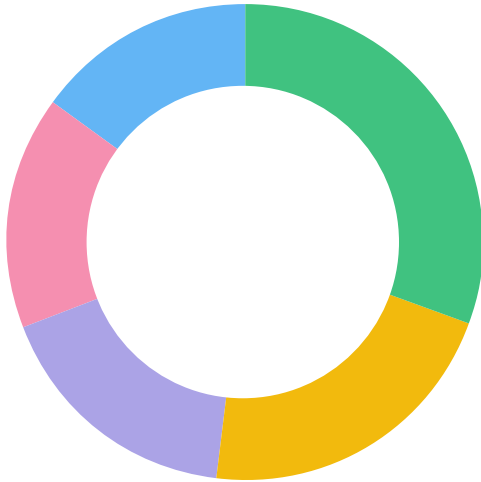
Top 5 2024 key areas for improvement:



- 38 ■ Facilities/Maintenance**
 - Lack of public toilets
 - Unsafe, unattractive footpaths
 - Level Crossing maintenance
 - Lighting
- 31 ■ Infrastructure and mobility (both)**
 - Level Crossing outcomes
 - Enhanced mobility
- 23 ■ Social Support and Enforcement**
 - Homelessness
 - Parking enforcement
 - Safety
- 22 ■ Economic/night activation**
 - Accessibility to shops
 - More nightlife
- 22 ■ Density and Design**
 - New Development

Your ideas

Top 5 ideas to improve Chelsea:



52 ■ Shops/Streetscape

- Revitalise shopping strip with greater range of shops, evening venues
- Improve streetscape, landscaping, footpaths, seating, lighting
- Embrace coastal character

36 ■ Open Space/Green

- More trees (open spaces & streets) for shade + increased greenery, particularly natives to encourage biodiversity
- Bicentennial Park upgrades - more durable paths, water play, rock-climbing wall

29 ■ Movement

- Direct pedestrian access across Nepean Highway from station entrance to shops
- Improved connectivity between East and West of the centre
- Better access to the beach

27 ■ Traffic/Parking

- More free parking for shops, beach, locals in summer
- Improvements to Woolworths car park
- Consider using Woolworths carpark as 'town centre'

25 ■ Community Facilities

- Accessible foreshore boardwalk
- Increased and improved public seating

Key themes

From all the feedback received the following themes regularly emerged:

What we value

- The beach and the 'coastal' village feel of the centre
- Parks and wetlands
- Community connectedness
- The general location of Chelsea

What could be improved

Commercial centre

- Vacant shops, tired look of the strip, cleanliness
- Mix of shops, evening activation, The Strand
- More trees and plants
- Dumped rubbish

Public realm

- Improved lighting
- More toilets, signage & seating
- Safe, consistent footpaths + improved accessibility
- Increased shade, street trees and garden beds

Open Space

- More pocket parks
- More areas for dogs
- More trees and native vegetation

The beach

- Access, wayfinding & visibility from shops/roads
- Pier/ boardwalk
- Protecting foreshore vegetation
- Consistent cleanliness
- More activity on the beach such as cafes

Movement

- Pedestrian crossing from station
- Summer parking management
- East/West connectivity
- Active transport, accessible facilities
- Traffic flow at Thames crossing

Development Density and Scale

- Management of growth
- Architecture that reflects neighbourhood character
- Environmentally sustainable design
- Appropriately scaled development, with increased density being acceptable around the station, above commercial properties and set-back from the beach.

Community Services and Activities

- Services & support for homelessness
- Updated LF Payne Hall
- Outdated Life Saving Club
- More community events such as local markets
- More public art
- Public and property safety concerns – particularly in summer

What's next...?

Community feedback will be used to help develop a draft Structure Plan that:

- incorporates community values
- builds on the best of Chelsea's features
- sets out an exciting vision for the future.

You'll have the opportunity to have your say on the draft Structure Plan before it is adopted to make sure we have it right!

To stay up-to-date on the progress of this project please visit:
yourkingstonyoursay.com.au/this-is-chelsea and join our mailing list!



Ordinary Council Meeting

23 September 2024

Agenda Item No: 7.3

MENTONE CAR PARK

Contact Officer: Nikolaj Dennis, Manager Property Services

Purpose of Report

To update Council on the status of the Accessway located in the Granary Street, Car Park between Balcombe Road and Florence Street Mentone as depicted in Appendix 1, with the intent to progress the process to declare the Accessway a public highway under the Local Government Act 1989 (Vic). And to protect Council's access entitlements to its landholdings.

Disclosure of Officer / Contractor Conflict of Interest

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

RECOMMENDATION

That Council:

1. Commence the statutory procedures to declare a road (the Accessway) in its municipal district to be a public highway for the purposes of the *Local Government Act* (Vic) 1989 and to publish a public notice inviting submissions under section 223 of the *Local Government Act* 1989; and
2. Submit a further report to Council following the section 223 process.

1. Executive Summary

The report recommends the commencement of a process to declare the Accessway (as defined below (refer red area in Appendix 1) a public highway by utilising the provisions of the *Local Government Act 1989* (Vic) (**LGA 1989**).

The Accessway runs north to south between Balcombe Road and Florence Street, Mentone allowing traffic through the subject site as well as providing access to this shopping precinct.

The Accessway is located on land registered in the name of both the Council (Green in Diagram 1) and another landowner.

Given that the Accessway is a road under the LGA 1989, Council has certain powers in relation to it pursuant to Schedules 10 and 11 of the LGA 1989. These powers include the ability to deviate it, to discontinue it, to name it, to deal with parking, to remove obstructions, place barriers upon it and to declare it a public highway.

Council has an interest in securing the Accessway entitlements to the Subject Site to avoid any future disruptions to the flow of traffic through the Subject Site and to the shopping precinct as well as being potentially beneficial for future re-development opportunities. It is also a matter of interest to the landowner of 41-45 Florence Street, Mentone and its possible development, aspirations as well as access to Council's landholdings (car park).

Preliminary considerations within Council are currently occurring regarding the longer-term context for the Mentone precinct. These works will further consider whether an EOI campaign could be undertaken to test the feasibility of revitalising the Subject Site under the current planning controls or if it is beneficial reviewing the current planning controls to reach a better outcome. These matters associated with the future use of land will require further direction from the incoming Council and will be the subject of more detailed briefings.

2. Background

2.1 Surrounding land

The land located between Granary Road, Balcombe Road, Davies Street and Florence Street as depicted in Diagram 1 (**Subject Site**), contains a large Council owned carpark and a number of private businesses including privately held land leased to a national supermarket chain.



Diagram 1 (*The land shown within the green borders is car park land owned by Council; the land shown blue to the west of Council car park is private land leased to Woolworths for use as a supermarket; and the land shown orange and red is the privately owned land*).

2.2 The Accessway

There is an accessway running north to south between Balcombe Road and Florence Street allowing traffic through the Subject Site as well as providing access to this shopping precinct.

The area of land generally depicted as red on Diagram 2 below and more specifically in Attachment 1 is the Accessway being considered for declaration of a public highway.



Diagram 2 (cadastral map not to survey – see also survey in Attachment 1)

Part of the Accessway is located on land owned by Council (green in Diagram 1) and it is listed on Council's Road Register as Car Park 42.

The other part of the Accessway is on land registered in the name of a private party and forms part of the land leased to the Woolworths supermarket (blue in Diagram 1). The supermarket has a planning permit for use and development of the land for that purpose and Council has a 2018 parking agreement with the supermarket (**Parking Agreement**).

Any change to the current status of the Accessway will also require a change to the Road Register in relation to Car Park 42 and a review of the Parking Agreement.

As the Accessway is considered a "road" under the LGA 1989, Council can, using its powers under section 204(1) of the LGA 1989, declare all or part of the Accessway to be a public highway. Prior to this declaration, a number of steps need to be undertaken. One of these steps requires that Council give notice to affected parties and provide those parties an opportunity to be heard under section 223 of the LGA 1989.

If the Accessway is declared to be a public highway under the LGA 1989, there are no statutory rights to compensation.

Should Council decide to declare the Accessway to be a public highway, then it will become a formal road and be put on the Council's Register of Public Roads (Road Register) and Council will have management and control over it.

As the Accessway is considered a "road" under the LGA 1989, Council can declare the Accessway to be a public highway pursuant to section 204(1) of the LGA 1989. This section says:

"A Council may, by notice published in the Government Gazette, declare a road in its municipal district to be a public highway for the purposes of this Act".

The process generally includes:

- giving public notice of the proposal;
- making submissions in writing including to be heard;
- receiving written submissions;
- hearing parties who request to be heard in respect of their submissions; and
- Council then determining the matter, having regard to those submissions and all relevant considerations.

Council has an interest in securing the Accessway to avoid any disruption to the flow of traffic through the Subject Site and to the shopping precinct as well as being potentially beneficial to future re-development opportunities. It is also an important consideration for the landowner of 41-45 Florence Street, Mentone regarding any redevelopment aspirations held over this site.

Declaration of the road as a public highway should vest the Accessway in Council.

2.3 Strategic context

In 2011, Council adopted the Mentone Structure Plan which sought to revitalise this area.

On 14 January 2016, the [Mentone Activity Centre Zone Schedule 2](#) was introduced into the Kingston Planning Scheme. Precincts 1 and 2 (Diagram 3) shows the “accessway” as a proposed road.

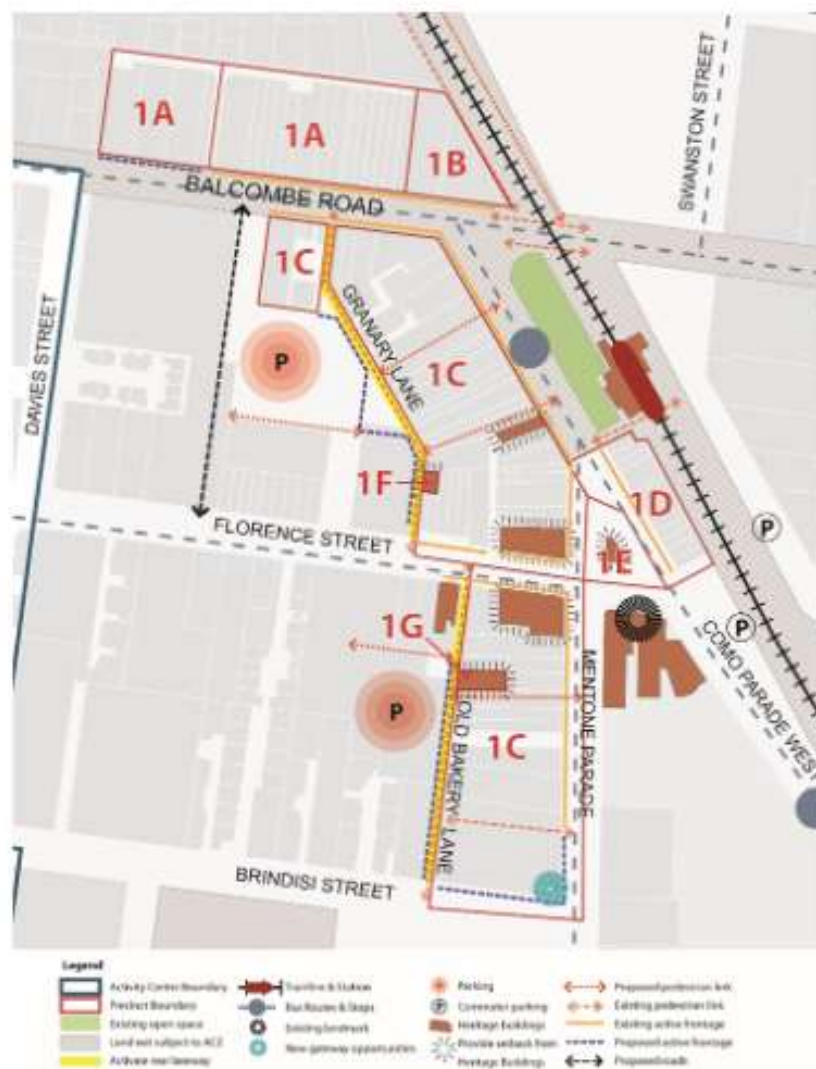


Diagram 3 (Precinct 1 map)

3. Discussion

3.1 Declaration

The primary issue for consideration is whether or not to progress the declaration process pursuant to section 204(1) of the LGA 1989.

The above explanation does suggest that the Council need not do anything in relation to the Accessway. However, leaving the status quo on the basis that Council is of the view it is already a road under the LGA 1989 and can use its powers, has its detractors. These are:

- a) there is no certainty as to the status or ownership of the Accessway; and
- b) there is no alignment with the Mentone Activity Zone.

The implications of the above provide uncertainty for adjacent landowners who may be seeking to develop land in accordance with the intentions of the Mentone Structure Plan in the future.

3.2 Alternative

This Accessway is shown as a proposed road in the current Activity Centre precinct map however it is noted that this dates from 2011.

Works within Council are currently being scoped to assess whether an EOI campaign could be undertaken that would test the feasibility of revitalising this area under the current controls or if it is beneficial reviewing the current planning controls to reach a different outcome.

Formalising the Accessway as a public highway prior to these works could have the effect of limiting the opportunities to develop this precinct and constrict Council's options.

It is important to note that Council should not finalise the statutory process of declaring the Accessway a public highway until it has considered all relevant information including considering all relevant submissions and all relevant investigative work undertaken as to the best outcome for the community's needs.

Relevant matters that ought to be considered include:

- The current Kingston Planning Scheme and the existing Structure Plan (noting the date).
- Whether the position of the proposed Accessway is beneficial for the Subject Site and the greater community or whether the formalisation of the Accessway could limit the future development opportunities.
- Current traffic and pedestrian movement through the Subject Site and considering alternative accessways in and around the Subject Site to assess potential impacts on future developments.
- Alternative uses through an EOI process.

It is considered that the timeframes for running the section 223 process may be adequate for officers to consider the above items, leading to Council being able to make a more informed decision on the matter with a more complete understanding of the implications of formalising the Accessway should any be presented.

4. Consultation

4.1 Internal Consultation:

Property has consulted with the Legal Team, the Infrastructure Team, PMO and the City Strategy Team on this matter.

4.2 Council External Engagement Process

Council will need to comply with the section 223 LGA 1989 process. This will involve public consultation process including notifying those directly affected by the proposal.

5. Compliance Checklist

5.1 Council Plan Alignment

Strategic Direction: Safe - Our community will feel safe, and be safe, in all aspects of their lives. Strategy: Design an environment and infrastructure that promotes better safety and accessibility

This report seeks to clearly establish the ongoing access parameters for a key strategic parcel of land in Mentone which is an important consideration given the well-established role this land has played.

Budget

The costs associated with pursuing this matter as presented would be accommodated within existing operational budgets.

5.2 Risk considerations.

The process recommended in this report will allow the Council to receive submissions in relation to this matter. It will be important that should any submissions be received that Council carefully analyses these submissions and if necessary, seek further advice on the intended approach.

Appendices

Appendix 1 - Survey Plan Accessway (Ref 24/252140) 

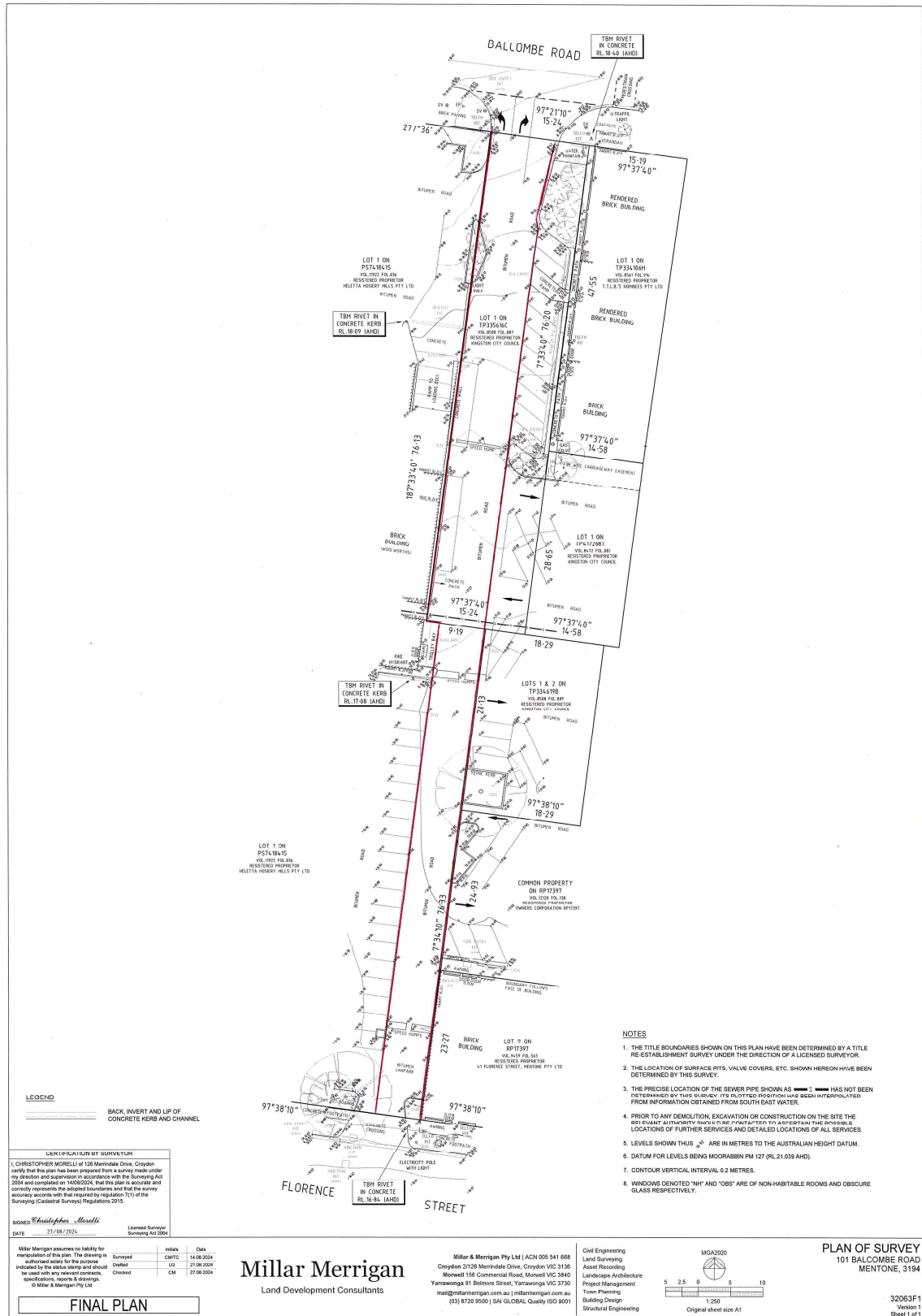
Author/s: Nikolaj Dennis, Manager Property Services

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

7.3

MENTONE CAR PARK

1	Survey Plan Accessway.....	41
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9. Infrastructure and Open Space Reports

Ordinary Council Meeting

23 September 2024

Agenda Item No: 9.1

CAPITAL WORKS PROGRAM RESULTS 2023/24 FINANCIAL YEAR

Contact Officer: Steve Tierney, Manager PMO and Major Projects
Mitchell Williams, Project Analyst

Purpose of Report

To inform Council on the outcomes of the 2023/24 Financial Year Capital Works Program.

Disclosure of Officer / Contractor Conflict of Interest

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

RECOMMENDATION

That Council note the report and attachment.

1. Executive Summary

Council's adopted Capital Budget was \$71.7M for the 2023/24 financial year. The total end of financial year expenditure was \$73M, which is 102% of the budget.

The slight overspend is due to proactive program management, projects progressing ahead of schedule and early commencement of works programmed for the 2024/25 financial year, following Council's 2024/25 budget adoption in May 2024. There is no net impact on Council's budgets and finances.

Over 250 projects were delivered across a range of areas, including new and upgraded play spaces, improved drainage to reduce flooding, walking and cycling and road improvement works, to new and improved community sporting facilities and open space improvements.

2. Background

This report and attachment summarises the capital works program outcomes and projects delivered in Council's 2023/24 budget and is presented for Council and community information.

3. Discussion

Council's Project Management Office (PMO) is currently in year two of a five-year plan to significantly raise the project management maturity and capital delivery capacity of the organisation.

This outcome can be attributed to continued improvements in project management maturity across the organisation including strong project governance, the application and use of Council's newly adopted project management framework, and diligent forecasting and budgeting across the capital program. Work is continually being undertaken to ensure that these approaches are sustainable and enduring.

The delivery outcomes of the 2023/24 Capital Works program are a shared success that a significant number of departments across the organisation and community have accomplished.

4. Consultation

4.1 Internal Consultation:

A variety of departments that have obligation for capital planning, delivery and expenditure, including the Finance department.

4.2 Community Consultation:

Not applicable.

4.3 Results/Findings:

Not applicable.

5. Compliance Checklist

5.1 Council Plan Alignment

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

Strategy: Invest in high-quality community assets

The annual capital works program directly delivers renewal, upgrade, expansion of Council assets as well as new Council assets.

5.2 Governance Principles Alignment

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

5.3 Financial Considerations

Budget

The capital works were delivered within Council's adopted budgets, there is no net impact on Council's budget arising from the noting of this paper.

5.4 Risk considerations

There are no risk matters arising from Council noting this report.

Appendices

Appendix 1 - FY2324 Capex EOFY Presentation (Ref 24/266222) 

Author/s: Steve Tierney, Manager PMO and Major Projects
Mitchell Williams, Project Analyst

Reviewed and Approved By: Samantha Krull, General Manager Infrastructure and Open Space

9.1

CAPITAL WORKS PROGRAM RESULTS 2023/24 FINANCIAL YEAR

1	FY2324 Capex EOFY Presentation.....	51
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2023/24 Financial Year Capital Works Program Outcomes

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Open Space – Key Project Highlights

2023-24 Completed Project Highlights

Chadwick Fenced Off leash Dog Park This project transformed the old off-leash dog area into a 3000 square meter enclosed dog park, with new dog agility equipment, a large run about area, nature play features, and everything pet owners need to enjoy a great outing with their dogs, including dog waste bag dispensers and plenty of shelter and seating.

JEAN STREET RESERVE This renewal project was initiated in 2021 following Council receiving several requests from residents, Victoria Police, and Westfield Southland Shopping Centre regarding safety concerns, instances of anti-social behavior and a need for a playground upgrade. The renewal project has addressed and improved accessibility, play, safety and landscaping elements throughout the reserve.



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Open Space – Key Project Highlights

2023-24 Completed Project Highlights

Highett Pocket Park Following the demolition of the Highett Preschool this site has been transformed into a temporary pocket park. Featuring a small nature play area, along with shaded seating the park comes to life through the vinyl wrap of the Kinder artwork and large mural on the RSL wall.

Elders Street South Reserve Transforming this former landfill into a vibrant community asset this space forms part of the Chain of Parks. With large play ball sport area, fitness equipment, large nature play, looped walking track and community gathering facilities - this is an award-winning space.



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Open Space – Project Summary



Open Space team have delivered the below projects in FY 2023/24.

Project Name	Project Completed FY 23/24
JEAN STREET RESERVE	Completed
Chadwick Fenced Off leash Dog Park	Completed
ELDER STREET SOUTH RESERVE	Completed
Highett Pocket Park	Completed
The Grange Soccer pitch renewal	Completed
Chelsea Rec Reserve Irrigation Renewal	Completed
Keys Rd Warm Season Conversion	Completed
Regents Park Turf Wicket Renewal	Completed
Hendon & Drushi Reserve Minor Improve	Completed
Player Shelter Renewal, Glen Street Reserve, Aspendale	Completed
Cassavar & Powernet Reserve, Furniture Upgrades	Completed
Chelsea Bicentennial Park, Playground Rubber Renewal	Completed

Active Recreation – Key Project Highlights

2023-24 Completed Project Highlights

Kearney Drive Reserve Playspace Upgrade, Aspendale Gardens

- Works were completed at the end of December 2023 and opened to the community just in time for Christmas and summer holidays.



Kearney Drive Reserve Playspace Upgrade

Scoreboards at LePage Park and Highett Reserve

- Works to install a new scoreboard at LePage Park (Oval 1) and Highett Reserve (Oval 3) were completed in March 2024.
- The \$150,000 project was funded through a partnership with the City of Kingston (\$50k) and the Victorian Government (\$100k) and managed by Active Kingston.
- The new scoreboards have been welcomed by the tenant clubs and will make a big difference to the clubs, players and spectators alike.



New scoreboard installed at Highett Reserve, Highett.



New scoreboard installed at LePage Park, Cheltenham.

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Active Recreation – Key Project Highlights

2023-24 Completed Project Highlights

Kearney Drive Reserve, Aspendale Gardens

- Upgrade of the 'Small Local' level playground to a 'Local' level PlaySpace at Kearney Drive Reserve features a pyramid climbing net with slide, junior combination unit with slide, track glide and steppers, basket swing, junior and toddler swing, new shelter picnic settings and soft landscaping (including the planting of 44 new trees).
- Since opening, the new PlaySpace has been extremely popular with people of all ages!
- Works were completed at the end of December 2023 and opened to the community just in time for Christmas and summer holidays.



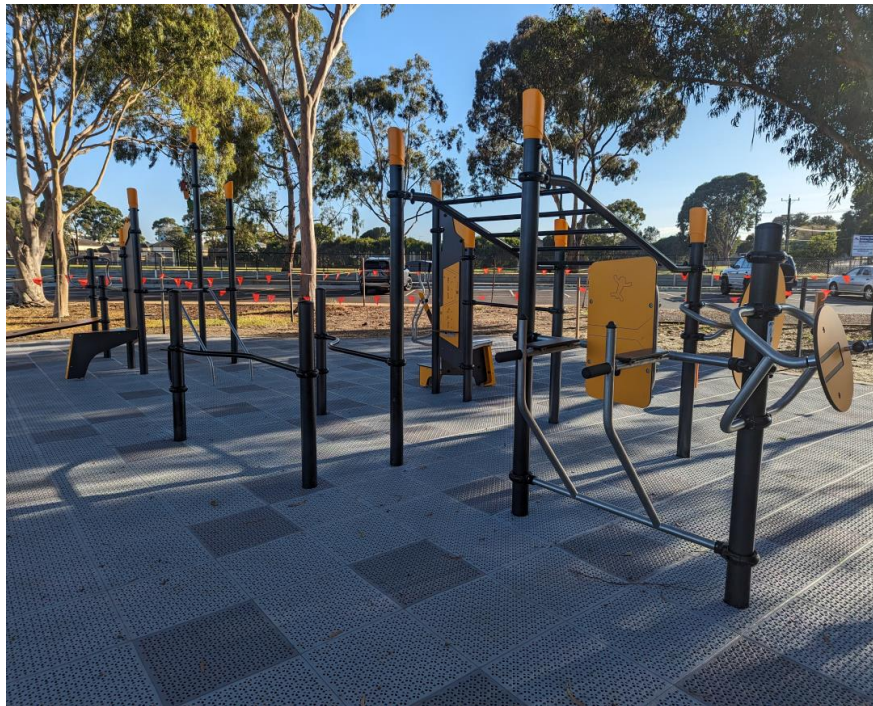
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Active Recreation – Key Project Highlights

2023-24 Completed Project Highlights

GR Bricker Reserve Outdoor Gym Upgrade

The new outdoor gym features both static and movable equipment designed for use by people of all abilities and ages. New rubber soft fall under-surfacing was also included as part of the works. Situated within a group of existing trees providing wonderful shade coverage, the upgrade of the outdoor gym forms one of the last items of the GR Bricker Reserve Masterplan to be implemented.



Peter Scullin Reserve, Mordialloc Since opening, the new PlaySpace has been extremely popular with people of all ages!. The Works were completed at the end of December 2023 and opened to the community just in time for Christmas and summer holidays.



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Sportsground and Reserves Program Update

2023-24 Completed Project Highlights

Chelsea Bicentennial Park, Playground Rubber Renewal

- Full renewal of asset following vandalism.
- Improved safety and usability for all park users
- Reduction in urban heat through smart design



Cassavar & Powernet Reserve, Furniture Upgrades

- Greater comfort within the linear space
- Improved activation of a challenging open space



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Chelsea Little Athletics Upgrade

2023-24 Completed Project Highlights

- Works to upgrade the Chelsea Little Athletics facility were completed just in time for the Little Aths club to hold their meet on Saturday 24 February 2024.
- Upgrade works include an extension of the high-jump area, shot-put cages and associated works including an upgraded storage shed.
- The project was funded through a partnership with the City of Kingston and the Victorian Government and managed by Active Kingston.



Photos of the upgraded athletics 'D' and new storage shed at the Chelsea Little Athletics track.

Photo of the Little Aths Club first meet back at the upgraded facilities on 24 February 2024.

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Sportsground Lighting Program

2023-24 Completed Project Highlights

Mentone Tennis Club Sports lighting

LED light fittings have been installed to the new poles to provide improved light levels and to reduce power consumption. The project is proving to be a 'hit' with the tenant tennis club.



Mentone Tennis Club Sports Lighting Upgrade

Mordialloc Bowls Club LED upgrade – Green 1

Works to upgrade the lighting at Green 1 at the Mordialloc Bowls Club were completed in December 2023. The existing metal halide light fittings were also changed over to LED luminaires to improve lighting levels and reduce power consumption.



Mordialloc Bowls Club LED upgrade – Green 1

Waves

2023-24 Completed Project Highlights

Spa Filtration System Upgrade

- Works were completed early February 2024.
- Original filters, pipework and pumps were all replaced with more efficient systems resulting in cleaner water for swimmers.
- Complete re-grout of Spa tiles giving the spa area a refreshed look and feel for all users.



Original filters



New filters

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Projects Delivered by – Active Recreation



The below table shows all the projects the Active Kingston team has delivered in the last FY. 2023/24.

Project Name	Project Completed FY 23/24
PlaySpace foreword design	Complete
Peter Scullin Reserve, Mordialloc	Complete
Kearney Drive Reserve, Aspendale Gardens	Complete
Mentone Life Saving Club Playground Upgrade (Mentone)	Complete
Doug Denyer Reserve Sports Lighting	Complete
Bicentennial Park (Chelsea)	Complete
Walter Galt Reserve (Parkdale)	Complete
Bonbeach Primary School cricket pitch reconstruction	Complete
Bonbeach Sports Reserve Cricket Practice Net Upgrade	Complete
Highett Reserve Cricket Practice Net Upgrade	Complete
Bicentennial Park Disc Golf	Complete
Scoreboards at LePage Park and Highett Reserve	Complete
Mordialloc Bowls Club LED upgrade	Complete

Projects Delivered by – Active Recreation Cont....



The below table shows all the projects the Active Kingston team has delivered in the last FY. 2023/24.

Project Name	Project Completed FY 23/24
Mentone Tennis Club Sports lighting	Complete
Netball Goal Post Renewal at Le Page & Dales Park Reserve	Complete
Mentone Foreshore Playground Upgrade (Mentone)	Complete
Mavis Hutter Reserve Playspace Upgrade, Oakleigh South	Complete
Highett Reserve - Oval 1 - AFL Behind Goal Netting	Complete
Mentone Tennis Club Sports lighting	Complete
Mordialloc Bowls Club LED upgrade – Green 1	Complete
Keeley Park Cricket Practice Net Upgrade	Complete
GR Bricker Reserve Outdoor Gym Upgrade	Complete
Chelsea Little Athletics Upgrade	Complete
Chelsea Bicentennial Park Netball Court Upgrade	Complete
Highett Reserve - Oval 1 - AFL Behind Goal Netting	Complete
Walter Galt Reserve Oval 2 and Bicentennial Park St Chads Baseball	Complete

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Major Projects - Key Project Highlights

2023-24 Completed Project Highlights

GR Bricker Reserve Pavilion

- The new pavilion was completed in February 2024 with 4 clubs sharing the space.
- The project delivered a new facility with a shared social room, 4 changerooms, accessible public toilets, and a separate Dog Obedience Club area.
- The \$9 million dollar project was delivered in partnership with State Government contributing \$3 million.



Ken Lyons Pavilion - Regents Park

- The new pavilion was completed in March 2024 with the space being highly utilised by the clubs.
- The project delivered a new facility with a shared social room, kitchen, 6 changerooms and accessible public toilets.
- The \$9.5 million dollar project was delivered in partnership with State Government contributing \$3.5 million.



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Major Projects - Key Project Highlights Cont...

2023-24 Completed Project Highlights

Roy Dore Tennis Club

Construction was completed in late December.
This will be a new space, part of the Roy Dore Sports Precinct for the local community to connect ,socialise and participated in sports(tennis) and recreational activity.



Chelsea Men's Shed

Construction was completed in February.
This will be a new space for the local community to connect ,socialise and participated in wellbeing and recreational activity.



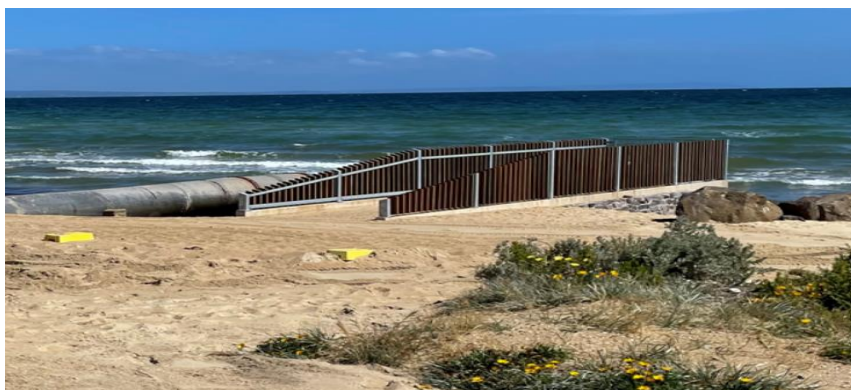
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Major Projects - Key Project Highlights Cont...

2023-24 Completed Project Highlights

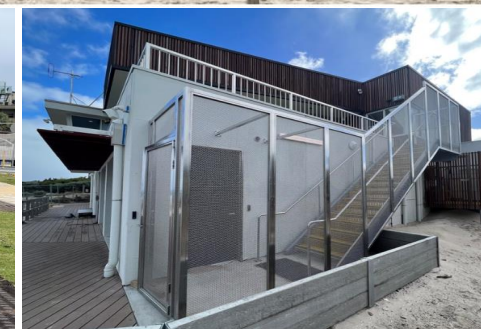
Mentone Life Saving Club Naples Road Stormwater Update

The project included a new life saving club building, a large carpark, new walkways and cycling path, plus a major upgrade to the old Naples Road stormwater drainage system. The stormwater drain services a 60-hectare area that extends all the way up to Balcombe Rd, helping to prevent flooding around the Mentone train station, shopping precinct and residential streets.



Carrum Surf Life Saving Club

The Carrum SLSC was awarded \$2.4M by the State Government to increase storage capacity and improve functionality at the existing Life Saving Club building. Officers worked with representatives from the Club, DEECA, LSV and ESIA to develop an acceptable design that captured the operational and statutory requirements of the club relating to coastal/foreshore management.



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Major Projects - Key Project Highlights Cont...

2023-24 Completed Project Highlights

Kingston Aquatics Centre Project Update Highlights

Kingston's New Aquatic and Leisure Centre project delivery team met all program milestones and cash flow targets for 23/24 including a highly resolved set of Principals Project Requirements (PPR) for RFT for the Main Works Contractor.

Community Engagement:

- Concept Design community engagement Jul 2023
- Report to Council 96.2% satisfaction Aug 2023

Design Progress:

- Schematic Design completed Oct 2023
- Design Development to 80% for design and construct (D&C) tender Jan 2024
- Completion C2/PTE Cost Plan Feb 2024

Planning Permit:

- Planning Permit endorsed by Council March 2024

Main Works Contractor D&C Procurement:

- EOI completed, shortlist approved Dec 2023
- RFT completed, evaluation report Jun 2024



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Major Projects - Key Project Highlights Cont...

2023-24 Completed Project Highlights

Don Tatnell Leisure Centre, Demolition & Site Improvement Works

Practical completion was achieved late June 2024. Project was delivered on budget. The project included, Tree planting, new garden beds, DDA compliant, pedestrian paths with lighting, Carpark improvements including rectification of lighting, Improvements to Mordialloc Community Centre façade Office, Memorial space with plaque in honour of Don Tatnell and Structural rectification of parts of the MCC



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Major Projects - Key Project Highlights Cont...

2023-24 Completed Project Highlights

Stage 1 Dingley Completed

The extension for community programming and meeting spaces at the rear of the Harold Box Hall/Dingley Village Library has been successfully completed. The construction of the steel frames at Dingley Community Precinct - Stage 2 project has recently been completed, with external and internal walls in progress, to be followed by the internal fit-out, external play area, a new basketball court and car park. The project is anticipated to complete in January 2025.

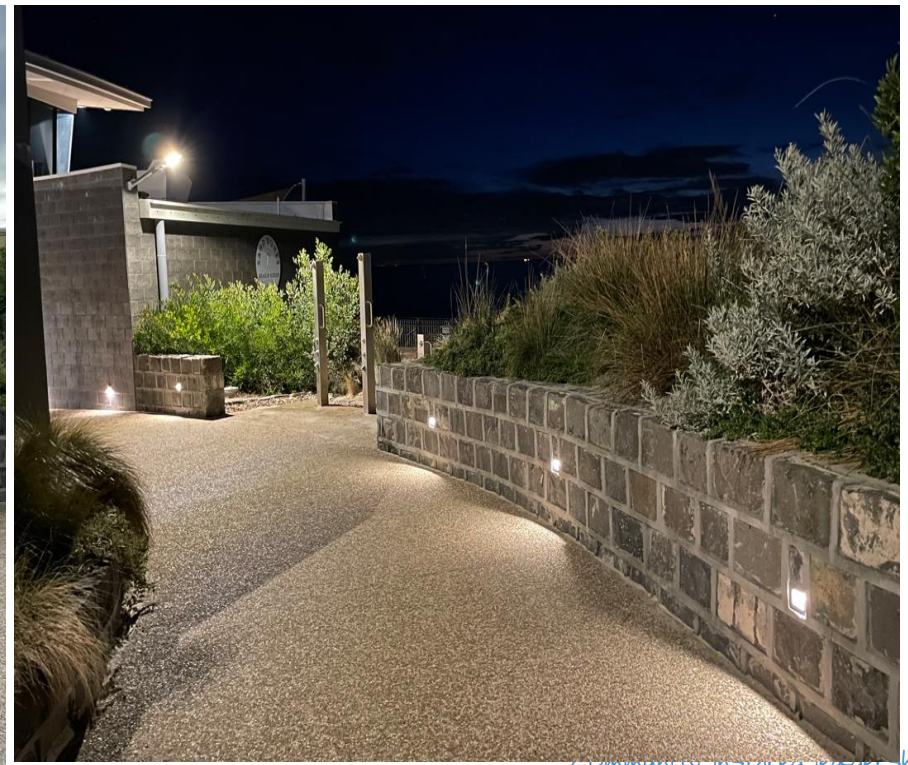


Building Infrastructure

2023-24 Completed Project Highlights

Edithvale Life Saving Club & Public Toilet relocation

The public showers were relocated due to the water pooling along the throughfare. The showers have been relocated along-side the access ramp to the beach. The showers are illuminated for a couple of hours before sunrise and after sunset.



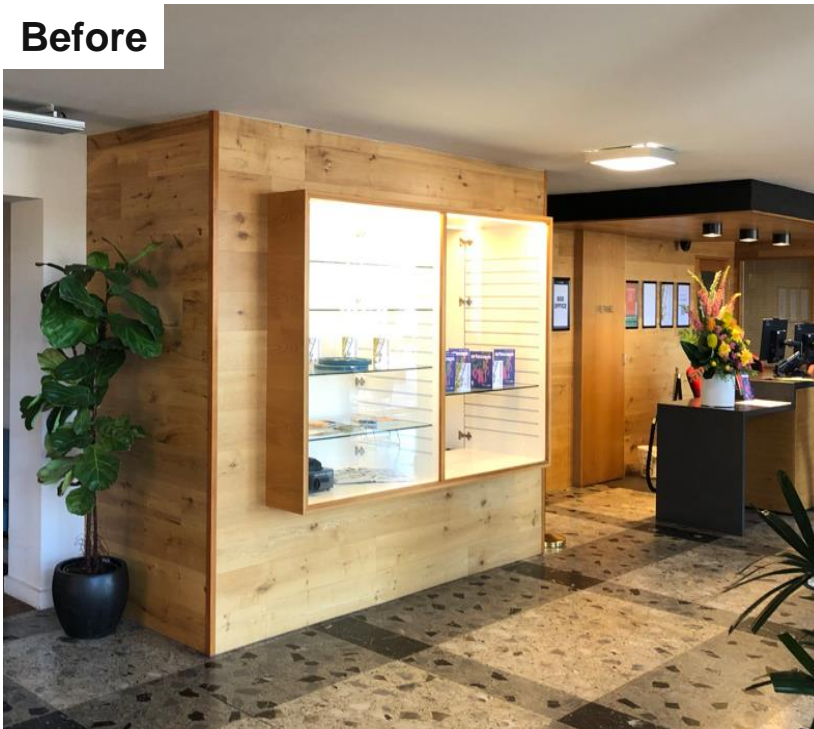
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Building Infrastructure

2023-24 Completed Project Highlights

An upgrade for Kingston City Hall with the replacement of the old service desk with a new modernised box office window.

Before



After



Leadership

Civil Projects

As we have done for many years now, the Roads and Drains Team have once again had a very successful year in the delivery of our Capital Works Program.

This includes as at the end year 2024 with still one month to go:

- Drainage Program 100% delivered
- Footpath Program 100% delivered
- Industrial Program 100% delivered
- Road Program 91% delivered including 100% of resurfacing program delivered by end December 2023

Highlights include:-

- Construction of 2 large pump stations at Chelsea and Bonbeach
- Reconstruction of southern end of Church Road, Carrum
- Installation of Traffic Signals at Thames Promenade and Scotch Parade, Chelsea
- Reconstruction of large netball complex at Bicentennial Park, Chelsea
- Many other projects such as footpaths and traffic management projects with a total value delivered by team of approximately \$15M

Civil Projects - Highlights

2023-24 Completed Project Highlights



Kinross Ave, Keith Ave & Montrose Ave,
Edithvale – Drainage Construction



Clayton Road, Clarinda – Industrial
Footpath - After Construction



Bondi Road Outfall Drain – Bonbeach Pump
Station Stage 1 - During Construction



Bondi Road Outfall Drain – Bonbeach Pump
Station Stage 1 - After Construction



Sherwood Avenue Flood Mitigation Works,
Chelsea – Stage 1



Thames Prom & Scotch Parade,
Chelsea Traffic Signalisation



Mitchell Street, Mentone –
Road Reconstruction



Rosebank Ave, Clayton South – Side
Footpath Reconstruction



Parkdale Yacht Club - Carpark
Construction



Chelsea Yacht Club - Carpark
Drainage Improvement



Church Road, Carrum -
Road Reconstruction

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10. Customer and Corporate Support Reports

Ordinary Council Meeting

23 September 2024

Agenda Item No: 10.1

GOVERNANCE AND COMPLIANCE REPORT

Contact Officer: Gabrielle Pattenden, Governance Officer

Purpose of Report

The purpose of this report is to present various governance and compliance related matters to Council for noting and endorsement including:

- The Informal Meetings of Councillors Records

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 Informal Meetings of Councillors Records as attached at Appendix 1 and 2.

1. Executive Summary

Informal Meetings of Councillors

This report contains records for meetings defined as an Informal Meetings of Councillors under Rule 1 of Chapter 6 of the Governance Rules (the Rules).

The Governance Rules require Informal Meetings of Councillors records to be reported to the next possible meeting of Council. This seeks to promote openness and transparency of Council decision making.

2. Discussion

2.1 Informal Meetings of Councillors

As prescribed by Rule 1 of Chapter 6 of the Rules, if there is a meeting of Councillors that:

- is scheduled or planned for the purpose of discussing the business of Council or briefing Councillors;
- is attended by at least one member of Council staff; and
- is not a Council meeting, Delegated Committee meeting or Community Asset Committee meeting.

the Chief Executive Officer must ensure that a summary of the matters discussed at the meeting are:

- a) tabled at the next convenient Council meeting; and
- b) recorded in the minutes of that Council meeting.

3. Consultation

Not applicable.

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

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

Not applicable.

Appendices

Appendix 1 - Informal Meetings of Councillors Record - Councillor Briefing - 2
September 2024 (Ref 24/252233)  [↓](#)

Appendix 2 - Informal Meeting of Councillors Record - Draft Agenda Briefing - 9
September 2024 (Ref 24/264667)  [↓](#)

Author/s: Gabrielle Pattenden, Governance Officer

Reviewed and Approved By: Kelly Shacklock, Manager Governance Risk and Integrity
Dan Hogan, General Manager Customer and Corporate Support

10.1

GOVERNANCE AND COMPLIANCE REPORT

1	Informal Meetings of Councillors Record - Councillor Briefing - 2 September 2024.....	81
2	Informal Meeting of Councillors Record - Draft Agenda Briefing - 9 September 2024	85

Councillor Attendance Record



Submitted on	4 September 2024, 10:50AM
Receipt number	94
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	Councillor Briefing
Meeting date	02/09/2024
Meeting time	6pm
Meeting location	Online

Attendance

Councillors in attendance	Cr Tracey Davies (Deputy Mayor) (attended online) Cr Tamsin Bearsley (attended online) Cr Chris Hill (arrived at 6.08pm) (attended online) Cr Hadi Saab (attended online)
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

Donna Carton, Media and Communications Advisor Gabrielle Pattenden, Governance Officer Astrid DiCarlo, Executive Manager Legal Emily Boucher, Manager Open Space Jaclyn Murdoch, Manager City Development Michael Eddington, Manager City Works Magda Hordejuk, Team Leader Budgeting and Reporting Amanda Rigby, Manager Customer Experience and Corporate Performance	
External attendees	Nil
Apologies	Cr Jenna Davey-Burns (Mayor) Cr Cameron Howe
Summary of matters discussed	1. Acknowledgement of Country 2. Apologies 3. Disclosures by Councillors, Officers and Contractors of any Conflict of Interest 4. Notes of the Planning CIS Meeting of 5 August 2024 10. Draft Agenda - Special Council Meeting - See Separate Agenda 6. Confidential Reports 6.1 Contractual Matter 5. Update on Legal Matters 7. Business and Economic Development Advisory Committee (BEDAC) Meeting Notes - 18 July 2024 8. Councillor Weekly Update and Executive Updates 10. Draft Agenda - Special Council Meeting - See Separate Agenda (continued) 3. Planning and Place Reports 3.1 KP-2008/337/B - 38 McDonald Street, Mordialloc (Mordialloc Bowling Club) 4. Infrastructure and Open Space Reports 4.1 Award of Contract 23/128 Programmed and Reactive Maintenance Essential Safety Measures 5. Chief Finance Office Reports 5.1 Discontinuance and Sale of Roads, Rights of Way and Drainage Reserves Policy 5.2 2024/25 Operating Budget Forecast 7. Local Government Community Satisfaction Survey 2024 8. Update on Council Owned Contaminated Land and Former Landfill Matters 10. Communications and Councillor Opportunities 11. Invitations 12. Councillor/CEO Only Discussion
Did a Councillor or Council officer disclose a conflict of interest?	Yes

Conflicts of interest

If more than one conflict was declared, provide the details for one conflict and then click 'add' to provide details for another.	
Conflict 1	<div><div>Name of Councillor/officer that declared the conflict of interest Samantha Krull</div><div>Type of conflict of interest General (G)</div><div>Did the Councillor/officer leave the meeting prior to discussion? Yes</div></div>

Conflict 2	Name of Councillor/officer that declared the conflict of interest Peter Bean
	Type of conflict of interest Material (M)
	Did the Councillor/officer leave the meeting prior to discussion? Yes

Councillor Attendance Record



Submitted on	16 September 2024, 1:01PM
Receipt number	95
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	09/09/2024
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 6.11pm) (camera on) Cr Chris Hill (arrived at 6.48pm) (camera on) Cr George Hua (arrived at 6.07pm) (camera off) Cr Georgina Oxley (left at 6.30pm) (camera on) Cr Hadi Saab (arrived at 6.12pm) (left at 6.53pm) (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 Natasha Corponi, Communications Advisor Kelly Shacklock, Manager Governance, Risk and Integrity Gabrielle Pattenden, Governance Officer Paul Marsden, Manager City Strategy James Kearney, Major Projects Lead Julian Birthisel, Interface Project Manager Astrid DiCarlo, Executive Manager Legal Amanda Rigby, Manager Customer Experience and Corporate Performance Steve Tierney, Manager PMO and Major Projects</p>
External attendees	<p>Brenton Shaughnessy – Suburban Rail Loop Authority Lissa Van Camp – Suburban Rail Loop Authority</p>
Apologies	<p>Cr Tim Cochrane Cr Cameron Howe</p>
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 19 August 2024 5. SRLA Update 6. Councillor Weekly Update and Executive Updates 7. Confidential Building Matter 8. Wellbeing Check-In 9. Preliminary Investigation Woolworths Mordialloc 10. Election Period Requirements 11. Draft Agenda - Ordinary Council Meeting 7. Planning and Place Reports 7.1 Town Planning Application Decisions - August 2024 7.2 This is Chelsea - Community Consultation Outcomes 8. Community Strengthening Reports 9. Infrastructure and Open Space Reports 9.1 Capital Works End of Financial Year Presentation Financial Year 2023/24 10. Customer and Corporate Support Reports 10.1 Governance and Compliance Report 10.2 Quarterly Advocacy Update 10.3 Performance Report - Council Plan Year Three - Quarter Four (April to June 2024) 11. Chief Finance Office Reports 11.1 Full-year Finance Report June 2024 and Initial Draft 2023/24 Financial Statement and Performance Statement 12. Communications and Councillor Opportunities 13. Mayor's Diary 14. Invitations 15. Councillor/CEO Only Discussion
Did a Councillor or Council officer disclose a conflict of interest?	<p>No</p>

Ordinary Council Meeting

23 September 2024

Agenda Item No: 10.2

PERFORMANCE REPORT - COUNCIL PLAN YEAR THREE - QUARTER FOUR (APRIL TO JUNE 2024)

Contact Officer: **Melissa Mitchell, Corporate Planning and Reporting Business Partner**

Purpose of Report

To provide Council with an update of the performance of Council against Our Roadmap: Council Plan 2021–25 by presenting the Year Three Annual Action Plan 2023–24 actions and Council Plan 2021-25 Strategic Indicators for Quarter Four (April to June 2024).

Disclosure of Officer / Contractor Conflict of Interest

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

RECOMMENDATION

That Council note 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).

1. Executive Summary

The purpose of this report is to highlight Council's performance and achievements in Quarter Four (April to June 2024) in relation to the implementation of the Our Roadmap: Kingston Council Plan 2021–25.

Of the 118 Year Three Annual Action Plan actions:

- 95% (112 actions) are 100% complete
- 3% (4 actions) are in progress, to continue into the 2024-25 financial year
- 2% (2 actions) did not commence in the 2023-24 financial year

Appendix One provides further detail of the Quarter Four (April to June 2024) Council Plan achievements and progress towards Strategic Indicators.

2. Background

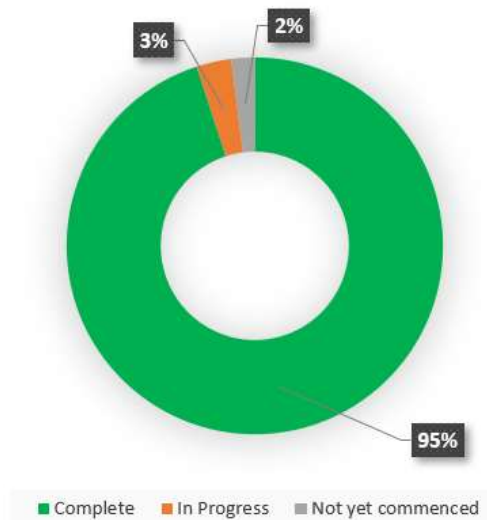
The Council Plan 2021–25 Year Three Annual Action Plan outlines how the City of Kingston will work towards achieving its Community Vision and Council Plan 2021–25 through key actions including Major Initiatives, Initiatives, Council Strategies or Plans and/or Executive Leadership Priorities.

The Annual Action Plan forms the basis of the legislated quarterly performance reports (Kingston Performance Report). The Council Plan Strategic Indicators are only legislatively required to be reported on for the first six months of the financial year (Quarter Two) and at year end (Quarter Four), and hence are included in this report.

3. Discussion

3.1 Performance Summary – Council Plan Actions

Figure 1. Status of Council Plan 2021-25 Year Three Annual Action Plan Actions, Quarter Four



Of the total of 118 Council Plan actions (95%) were 100% complete at the end of Quarter Four. A further 4 actions (3%), are in progress to continue into the 2024-25 financial year and two actions (2%) did not commence in the 2023-24 financial year.

3.2 Key Achievements

During Quarter Four, excellent progress was made on most actions and some of the key achievements are shown in the table below.

Strategic Direction	Key Achievements
Liveable	<ul style="list-style-type: none"> The redevelopment of Moorabbin's GR-Bricker Pavilion has been completed to meet the community need for sporting opportunities in Kingston. The improvements include pavilion redevelopment, new sports lighting, upgraded cricket nets and car parking. The updated Parking Management Policy was adopted by Council 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, for all road users and 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. 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.
Sustainable	<ul style="list-style-type: none"> The four actions from the Geospatial Information System Strategy to ensure innovative digital solution to service delivery were completed in quarter four, including: <ol style="list-style-type: none"> Geospatial Information System mobile application for use by the Bushland & Foreshore and Asset Management teams.

**City of Kingston
Ordinary Council Meeting**

Agenda

23 September 2024

Strategic Direction	Key Achievements
	<ul style="list-style-type: none"> 2. Classification of Customer Requests overlayed onto maps, to present more relevant information to multiple departments. 3. Upgrade of the Geospatial Information System. 4. Formal Geospatial training across Council, with regular training courses delivered. • 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.
Prosperous	<ul style="list-style-type: none"> • 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. The introduction of these reforms will lead to a better overall experience for Kingston's business customers. • 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 the development of the draft Economic Development Strategy.
Healthy & Inclusive	<ul style="list-style-type: none"> • The All Abilities Action Plan 2024-28 was adopted by Council 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 through a Co-Design Team. 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. Coupled with a review of the relevant research, data and legislative frameworks, and two rounds of community and staff consultation, this comprehensive process informed the development of the plan. • 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.
Safe	<ul style="list-style-type: none"> • 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. In quarter four, three programs were completed, bringing the total to five programs for the year. • To encourage responsible pet ownership, the City of Kingston continued publishing a monthly educational news article in local Leader newspapers. Rangers also continued to patrol the foreshore and reserves to encourage compliance with regulations. Seven events were undertaken in May as part of a Responsible Pet Ownership Roadshow, where rangers spoke with many pet owners and prospective pet owners, providing information and advice, including the rules residents need to follow as a pet owner. Additionally, the Kingston Pet Expo was held in April 2024 with 4,000 attendees learning about pet services and products.
Well-Governed	<ul style="list-style-type: none"> • Public consultation was held for the naming of the City of Kingston's new aquatic facility. • The Complaint Resolution Policy was adopted by Council in June 2024. This policy enhances the quality of our services allowing us to obtain

Strategic Direction	Key Achievements
	influential data in providing continuous improvements across the organisation for an improved customer experience.

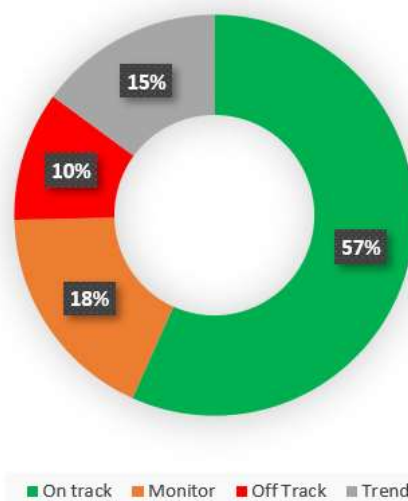
3.3 Actions not completed in 2023-24 financial year.

A total of six actions were not completed by year end, due to external influences. The action progress and rationale are outlined in the table below:

Action	% Complete	Rationale
8. Complete construction of the Dingley Pavilion project. <i>Status: In progress.</i>	75%	Construction of the Dingley Pavilion has progressed with structural work and the roof completed. The main contractor went into liquidation during quarter one, therefore, fresh tenders were called for the completion of the works. A new contractor has been appointed and works have now substantially recommenced.
29. Establish the implement regular community reporting of Climate and Ecological Emergency Response Plan actions to actively monitor our progress in reducing climate emissions. <i>Status: In progress</i>	90%	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.
34. Prepare a Circular Economy Strategy to ensure the disposal of waste is processed for re-use and allowing for less waste to landfill. <i>Status: In progress</i>	70%	Preparation of the Circular Economy Strategy (now called the Circular Waste Strategy) to decrease the amount of waste going to landfill has progressed with the assistance of an external consultant. Benchmarking of other councils is currently underway and internal consultation workshops have been completed.
47. Commence implementation of the Heatherton and Spring Road Masterplans. <i>Status: In progress.</i>	75%	The Heatherton Park and Spring Road Reserve Masterplans have been adopted by Council and implementation of 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.
72. Transition community care services into the Support at Home Program, which replaces the current three in home aged care programs and better integrates	0%	<p>The transition of community care services into the Support at Home program is unable to 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 let providers adjust to new business systems and payment arrangements,</p>

residential respite into home care assessments and service plans. <i>Status: Not yet commenced.</i>		meaning less disruption for clients who are currently receiving services.
98. Prepare for changes in the Building Act, whereby Council will undertake new obligations in relation to inspections and building legislation. <i>Status: Not yet commenced.</i>	0%	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> .

3.4 Performance Summary - Council Plan Strategic Indicators



As per the requirements of the *Local Government Act 2020*, Council is required to develop a suite of four-year Strategic Indicators for monitoring the achievement of the Strategic Objectives outlined in the Council Plan. For 2023–24, the City of Kingston utilised 67 Strategic Indicators to monitor progress of the Council Plan:

	57% (38 indicators) represent high confidence levels, tracking at 100% or beyond target.
	18% (12 indicators) represent high confidence but are slightly outside the target.
	10% (7 indicators) represent lower confidence due to not meeting the target at present.
	15% (10 indicators) are trend indicators and, therefore, do not have a target.

4. Consultation

4.1 Community Consultation:

The Council Plan Year Four Annual Action Plan 2023-24 was developed in collaboration with departments and councillors and informed by community engagement findings from Your Kingston Your Future and the Liveability Study.

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

5.3 Financial Considerations

There are no financial considerations.

5.4 Risk Considerations

There are no financial considerations.

Appendices

Appendix 1 - Kingston Performance Report 2023-24, Q4 Report (Ref 24/223916) 

Author/s: Melissa Mitchell, Corporate Planning and Reporting Business Partner

Reviewed and Approved By: Dillon Grech, Team Leader Corporate Performance
Amanda Rigby, Manager Customer Experience and Corporate Performance
Dan Hogan, General Manager Customer and Corporate Support

10.2

PERFORMANCE REPORT - COUNCIL PLAN YEAR THREE - QUARTER FOUR (APRIL TO JUNE 2024)

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Q4

PERFORMANCE REPORT

April – June 2024



This report is prepared as a key component of the City of Kingston's commitment to transparent reporting and accountability to our community and to meet statutory reporting requirements under the *Local Government (Planning and Reporting) Regulations 2020*. This report provides a detailed account of Council's performance against the Our Roadmap Council Plan 2021-25.

To address the governance principles in the *Local Government Act 2020*, Council has developed an Integrated Strategic Planning and Reporting Framework, with progress results reported back to the community through this quarterly Performance Report, the Local Government Performance Reporting Framework (LGPRF) and the Annual Report.

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.

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.

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OVERVIEW

The City of Kingston is working in partnership with our community to build a more liveable and sustainable municipality, guided by Our Roadmap Council Plan 2021-25 ('the Council Plan'). The Council Plan sets out six key Strategic Directions and six Strategic Objectives to guide our priorities and actions as we work towards achieving our community's vision.

- The Strategic Directions are:
- Liveable
 - Sustainable
 - Prosperous
 - Healthy & Inclusive
 - Safe
 - Well-Governed

Council's performance against the 118 actions listed in the Annual Action Plan 2023-24 is summarised below. View more detail in the following pages.

How we're tracking - Quarter Four actions

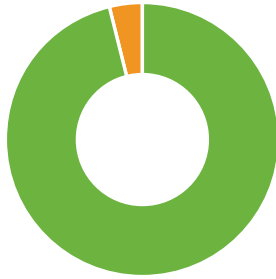
	<div> Completed</div> <div>Project has achieved target and is completed.</div>	<div> In progress</div> <div>All elements of the project are on track.</div>	<div> Not yet commenced</div>
Liveable	25	1	-
Sustainable	18	2	-
Prosperous	9	1	-
Healthy & Inclusive	18	-	1
Safe	15	-	-
Well-Governed	27	-	1

- Our performance is measured through:
- Results achieved against the Strategic Directions and Strategic Objectives in the Council Plan.
 - Progress against the key actions identified in the Annual Budget 2023-24.
 - Progress against the Strategic Indicators in the Council Plan (reported six-monthly).

Council’s performance against the 67 strategic indicators listed in the Council Plan is summarised below. View more detail in the following pages.

How we’re tracking – Quarter Four strategic indicators				
	<div><div>...</div><div>On track</div><div>At or better than target.</div></div>	<div><div>...</div><div>Monitor</div><div>Under target but within expected variance.</div></div>	<div><div>...</div><div>Off track</div><div>Not on target or within expected variance.</div></div>	<div><div>...</div><div>Trend</div><div>These indicators do not have targets.</div></div>
Liveable	7	1	–	2
Sustainable	5	3	1	3
Prosperous	7	–	1	–
Healthy & Inclusive	8	4	3	4
Safe	6	1	2	1
Well-Governed	5	3	–	–

ACTIONS: SUMMARY OF PERFORMANCE

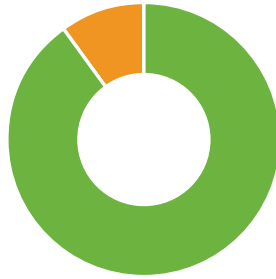


LIVEABLE

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

Highlights

- The redevelopment of Moorabbin's GR-Bricker Pavilion has been completed to meet the community need for sporting opportunities in Kingston. The improvements include pavilion redevelopment, new sports lighting, upgraded cricket nets and car parking.
- The updated Parking Management Policy was adopted by Council 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, for all road users and 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.
- 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.

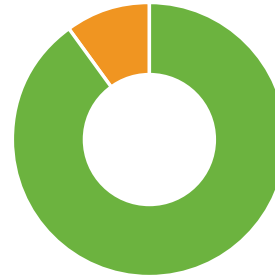


SUSTAINABLE

We prioritise our environment and reduce our impact on the earth

Highlights

- The four actions from the Geospatial Information System Strategy to ensure innovative digital solution to service delivery were completed in quarter four, including:
 1. Geospatial Information System mobile application for use by the Bushland & Foreshore and Asset Management teams.
 2. Classification of Customer Requests overlayed onto maps, to present more relevant information to multiple departments.
 3. Upgrade of the Geospatial Information System.
 4. Formal Geospatial training across Council, with regular training courses delivered.
- 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.



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

Highlights

- 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. The introduction of these reforms will lead to a better overall experience for Kingston's business customers.
- 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 the development of the draft Economic Development Strategy.



Completed



In progress



Not yet commenced

**HEALTHY & INCLUSIVE**

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

Highlights

- The All Abilities Action Plan 2024–28 was adopted by Council 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 through a Co-Design Team. 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. Coupled with a review of the relevant research, data and legislative frameworks, and two rounds of community and staff consultation, this comprehensive process informed the development of the plan.
- An LGBTIQ+ Community Reference Group was established as a subcommittee of Council's Access and Equity Advisory Committee. The first LGBTIQ+ subcommittee meeting was held in April 2024. An overview of the Rainbow Local Government Pledge and activities, and the draft LGBTIQ+ Action Plan were presented and advice provided. Membership consists of a Victorian Police LGBTIQ+ Liaison Officer, LGBTIQ+ community member and two allies.

**SAFE**

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

Highlights

- 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. In quarter four, three programs were completed, bringing the total to five programs for the year.
- To encourage responsible pet ownership, the City of Kingston continued publishing a monthly educational news article in local Leader newspapers. Rangers also continued to patrol the foreshore and reserves to encourage compliance with regulations. Seven events were undertaken in May as part of a Responsible Pet Ownership Roadshow, where rangers spoke with many pet owners and prospective pet owners, providing information and advice, including the rules residents need to follow as a pet owner. Additionally, the Kingston Pet Expo was held in April 2024 with 4,000 attendees learning about pet services and products.

**WELL-GOVERNED**

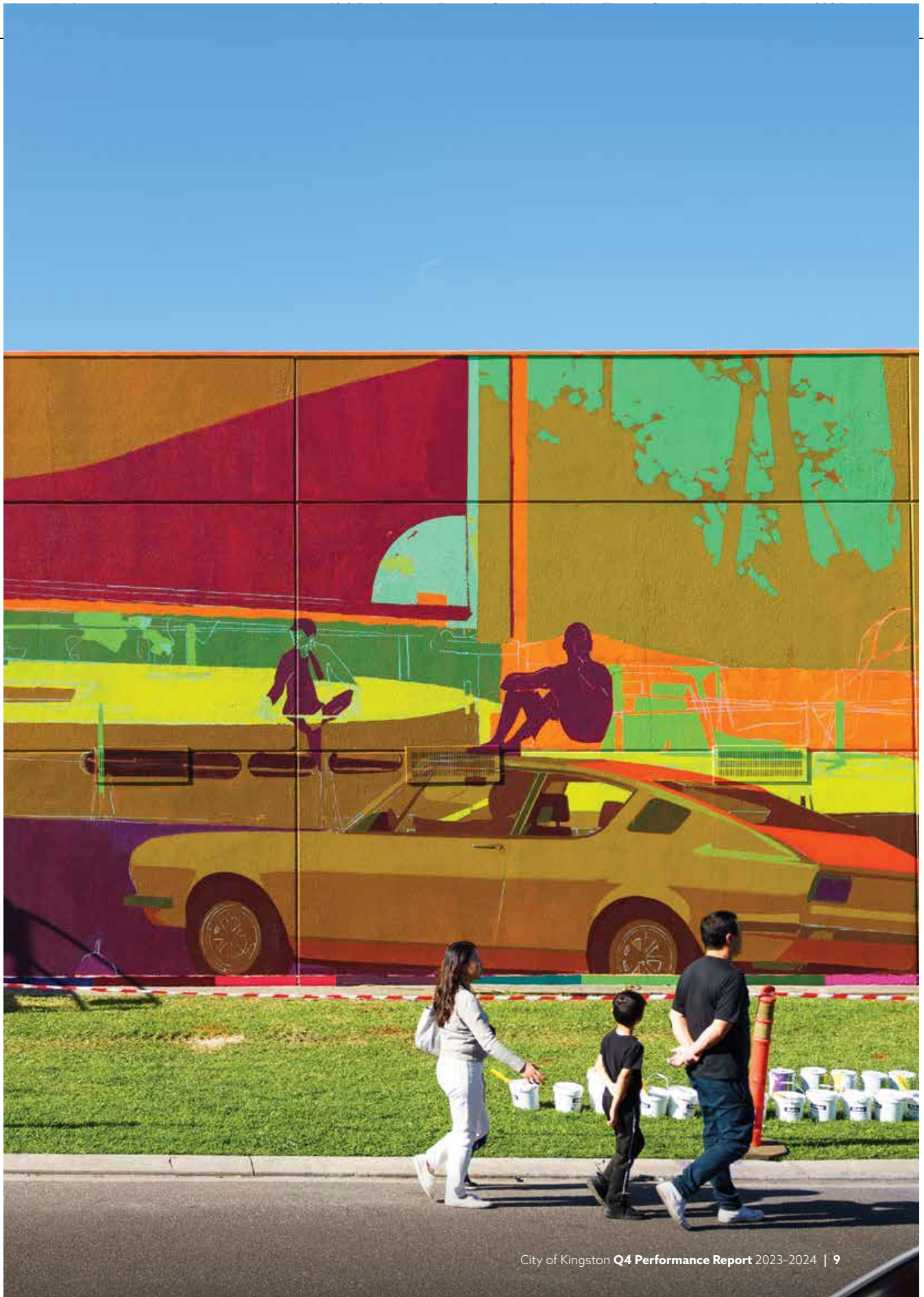
Council will be collaborative, accountable, transparent, responsive, well-informed and efficient

Highlights

- Public consultation was held for the naming of the City of Kingston's new aquatic facility.
- The Complaint Resolution Policy was adopted by Council in June 2024. This policy enhances the quality of our services allowing us to obtain influential data in providing continuous improvements across the organisation for an improved customer experience.

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





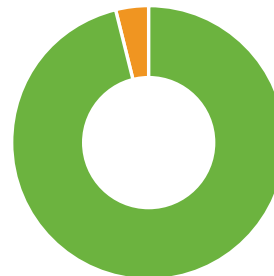
STRATEGIC DIRECTION:

Liveable

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

Liveable services

- Arts and cultural services
- Building consents and compliance
- Capital works planning
- City assets and infrastructure maintenance
- Land use policy and planning
- Maintaining open space
- Maintenance of Council's buildings
- Planning and improving open space
- Planning, design and development of Council's buildings
- Strategic asset management
- Urban area transformation.



ACTIONS

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

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
1. 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.	Active Kingston	Implementation of the Play Your Way Strategy resulted in the delivery of four renewed play spaces including Peter Scullin Reserve, Mavis Hutter, Kearney Drive and Mentone foreshore and design of 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.	100%	✓
2. 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.	Active Kingston	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.	100%	✓
3. Install the Disc Golf Course at Bicentennial Park.	Active Kingston	The new Disc Golf course at Bicentennial Park opened to the public in December 2023. It is proving very popular with the community and being 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.	100%	✓
4. 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.	Open Space	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.	100%	✓



Completed



In progress



Not yet commenced

1.1.2 Invest in high-quality community assets

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
5. 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.	PMO & Major Projects	Development of the detailed design for the new Aquatic Facility was completed and a tender process undertaken in quarter four.	100%	
6. Complete the Carrum Surf Life Saving Club expansion project.	PMO & Major Projects	The Carrum Surf Lifesaving Club expansion project to meet growing community demand has been completed. The improvements include additional change facilities for junior and senior members, a separate family change room and provision of a first-floor deck to support observation and lifesaving activities.	100%	
7. Complete construction of the Regents Park Pavilion project.	PMO & Major Projects	Practical completion of the Regents Park Pavilion in Ascendale has been achieved, delivering improved change facilities, accessible toilet facilities and female-friendly facilities to meet growing community needs.	100%	
8. Complete construction of the Dingley Pavilion project.	PMO & Major Projects	Construction of the Dingley Pavilion has progressed with structural work and the roof completed. The main contractor went into liquidation during quarter one, therefore fresh tenders were called for the completion of the works. A new contractor has been appointed and works have now substantially recommenced.	75%	
9. Complete construction of the GR-Bricker Pavilion project.	PMO & Major Projects	The redevelopment of Moorabbin's GR-Bricker Pavilion has been completed to meet the community need for sporting opportunities in Kingston. The improvements include pavilion redevelopment, new sports lighting, upgraded cricket nets and car parking.	100%	
10. Commence redevelopment of Chelsea netball courts and carpark.	Active Kingston	The redevelopment of the six outdoor netball courts and carpark at Chelsea Bicentennial Park commenced in December 2023. The redevelopment ensures that more than 1,000 young netballers from over 100 teams can play on new state-of-the-art courts with new shelters and sports lights.	100%	
11. Commence redevelopment of the universal change room construction at Walter Galt Reserve.	Active Kingston	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.	100%	
12. Establish proactive civil maintenance inspection schedules.	City Works	Proactive inspection schedules for Council assets have been established to reduce asset down-time and to ensure timely intervention to prevent critical failures. The online platform and resources will continue to evolve to meet current and future needs.	100%	
13. Develop sporting pavilion prioritisation programs and standard design guidelines and principles to ensure high quality community assets.	Active Kingston	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.	100%	
14. Commence the construction of the Dingley Village Community Precinct – Stage 2.	PMO & Major Projects	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.	100%	

STRATEGIC DIRECTION:

Liveable

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

1.1.3 Manage movement around the city, including traffic and parking, to make community activities accessible

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
15. Review Council's Parking Management Policy as per legislation, to ensure that parking options remain accessible for the community.	Infrastructure	The updated Parking Management Policy was adopted by Council 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, for all road users and 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.	100%	✓
16. Continue to identify signage requirements through the Kingston Wayfinding Strategy to inform future installations.	Open Space	New signage was designed for Parkdale Yacht Club, Mentone Lifesaving Club and a section of Longbeach Trail.	100%	✓

1.1.4 Plan for changes in the population and the community's housing needs

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
17. Commence development of the Community Infrastructure Framework to plan for community needs now and into the future.	Inclusive Communities	Development of the Community Infrastructure Framework is well underway with the first phase of community consultation completed. This consultation gained understanding about the communities' 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.	100%	✓

1.1.5 Preserve and enhance Kingston's character and heritage

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
18. Advocate for Council's decisions at VCAT and continue to provide positive mediated outcomes.	City Development	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% of VCAT appeals were settled through mediation instead of resulting in a merits hearing. This statistic excludes VCAT applications pursuant to Section 87 and 89 of the Planning and Environment Act. This outcome reflects Council's strong focus on alternative dispute resolution, which provides better outcomes for those involved, through mediation instead of imposed decisions.	100%	✓
19. Progress the strategic work to update Council's Heritage Strategy.	City Strategy	The strategic work to update Council's 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.	100%	✓



Completed



In progress



Not yet commenced

1.1.6 Support the development of affordable housing options, including social and community housing

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
20. 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.	City Strategy	Social and affordable housing opportunities and the Homes for Homes initiatives continue to be explored with private developers through pre-application discussions and government agency projects. Social housing opportunities are also being explored on Council-owned land.	100%	

1.1.7 Foster a thriving and innovative arts and culture scene, which is both diverse and inclusive

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
21. Deliver and support events that promote awareness and celebration of Kingston's diverse communities, including the 'Dialogues' workshop program.	Arts, Events & Libraries	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), & AUSLAN sign language storytime.	100%	
22. Increase opportunities for people with a disability to engage in arts and culture programs, fostering an innovative, inclusive and diverse community.	Arts, Events & Libraries	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' has been launched at the G1 and G2 Gallery spaces. 'Partial Vision' explores the intricate nature of sight's relationship to agency and external influences. Merleau-Ponty's phenomenological perspective, highlighted in the exhibition, underscores the embodied aspect of perception, shaped by environmental and societal forces. Each artwork positions action as resistance within constraints, contemplating the complexities of vision and its transformative potential amid external conditions. Weekly accessible workshops have also been provided by Laneway Learning at Kingston Arts Centre.	100%	
23. Plan and deliver a calendar of annual events in line with Kingston's Arts and Cultural Strategy that promote local artistic endeavours.	Arts, Events & Libraries	The City of Kingston continues to program events that promote local artistic endeavours including the 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 and continued public art commissioning.	100%	
24. Review the application and permit process for events held on Council land, to ensure improved outcomes for the arts and events sector.	Arts, Events & Libraries	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.	100%	

STRATEGIC DIRECTION:

Liveable

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

1.1.7 Foster a thriving and innovative arts and culture scene, which is both diverse and inclusive continued

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
25. Deliver a diverse range of public artworks, which are in line with the Public Art Policy and Public Art Strategic Placement Plan.	Arts, Events & Libraries	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.	100%	✓
26. Deliver premium programming content for the Kingston City Hall, Kingston Arts Centre, and the Shirley Burke Theatre.	Arts, Events & Libraries	The premium arts programs which were delivered for our community for quarter four included Kingston Movie House, Morning Melodies, Mojo: Jazz-a-oke, Storytime at the Gallery, Melbourne International Comedy Festival Neighbourhood Sessions, Simply Brill, Tash York's Happy Hour, Fabulous Forties – a multi arts event including swing dance class, Jack Earle Big Band, vintage workshops, The Sunshine Club musical, 1940s Moviehouse screening and a Cole Porter Morning Melodies. Family programming, The Listies and our new school holiday performing and creative workshop program for 10-17 year olds, Kaleidoscope.	100%	✓

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



City of Kingston **Q4 Performance Report** 2023-2024 | 15

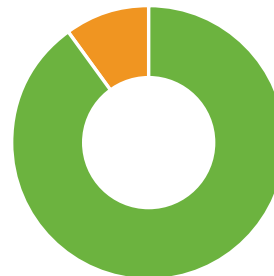
STRATEGIC DIRECTION:

Sustainable

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

Sustainable services

- Environment management and education
- Foreshore management and maintenance
- Transport planning and traffic engineering
- Waste services.



ACTIONS

2.1.1 Recognise climate change and actively address our climate and ecological emergency

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
27. Investigate opportunities to reduce the carbon footprint from all major energy uses within Council buildings allowing for a more sustainable future.	City Works	Reducing Council's carbon footprint is an ongoing priority for the City of Kingston with several building-related projects 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.	100%	✓
28. 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.	Open Space	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 the removal of carbon from the atmosphere, strengthening biodiversity and habitat, and restoring natural resource area ecosystems.	100%	✓
29. Establish and implement regular community reporting of Climate and Ecological Emergency Response Plan actions to actively monitor our progress in reducing climate emissions.	City Strategy	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.	90%	...
30. 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.	City Strategy	The City of Kingston has developed a Heat Preparedness Campaign for the community including communications, presentations and extreme heat warning resources. Over the summer period, 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.	100%	✓



Completed



In progress



Not yet commenced

2.1.1 Recognise climate change and actively address our climate and ecological emergency *continued*

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
31. Advocate to Melbourne Water to refine the one in 100-year flood modelling to include climate change guidance.	Infrastructure	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.	100%	
32. Participate in the Southeast Councils Climate Change Alliance project to increase community resilience to the impacts of climate change.	City Strategy	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.	100%	
33. Continue to provide important habitat by protecting and enhancing indigenous vegetation across Kingston's Bushland Reserves.	Open Space	The City of Kingston continued to implement 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.	100%	

2.1.2 Consider environmental sustainability in all Council decisions

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
34. Prepare a Circular Economy Strategy to ensure the disposal of waste is processed for re-use and allowing for less waste to landfill.	City Works	Preparation of the Circular Economy Strategy (now called the Circular Waste Strategy) to decrease the amount of waste going to landfill has commenced. Benchmarking of other councils is currently underway and internal consultation workshops have been completed.	70%	
35. Continue to implement changes in fleet composition to reduce carbon emissions.	Procurement & Contracts	The City of Kingston continues to implement 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%. Trials are currently underway to explore electric commercial vehicles and vehicle charging infrastructure.	100%	
36. Expand Council's resourcing to support Environmentally Sustainable Design, assisting in reducing negative impacts on the environment, whilst maximising sustainability.	City Development	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.	100%	
37. Initiate an investment strategy for Waves, which is inclusive of Environmentally Sustainable Design initiatives.	Active Kingston	An investment strategy for the future refurbishment of Waves Leisure Centre is required to ensure that the building can continue to service the needs of the community. 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.	100%	

STRATEGIC DIRECTION:

Sustainable

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

2.1.3 Protect and enhance our foreshore, marine environment, waterways and wetlands

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
38. Continue to investigate opportunities to improve public access and connectivity along the coastline, while recognising and protecting culturally and environmentally sensitive areas.	Open Space	The City of Kingston continued to investigate 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.	100%	✓
39. Maintain and upgrade foreshore infrastructure as required	Open Space	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.	100%	✓

2.1.4 Protect and enhance the Green Wedge and progress the delivery of the Chain of Parks

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
40. 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.	Active Kingston	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 acquisition of land, '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 who are 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 in the future.	100%	✓
41. 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.	Active Kingston	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 in order to realise the Kingston Fields vision.	100%	✓
42. 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.	City Strategy	The Kingston Green Wedge Management Plan 2023 has been completed and adopted by Council. 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.	100%	✓



Completed



In progress



Not yet commenced

2.1.5 Build sustainable transport options to reduce congestion and pollution

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
43. 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.	Infrastructure	The Walking and Cycling Plan was adopted by Council 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.	100%	

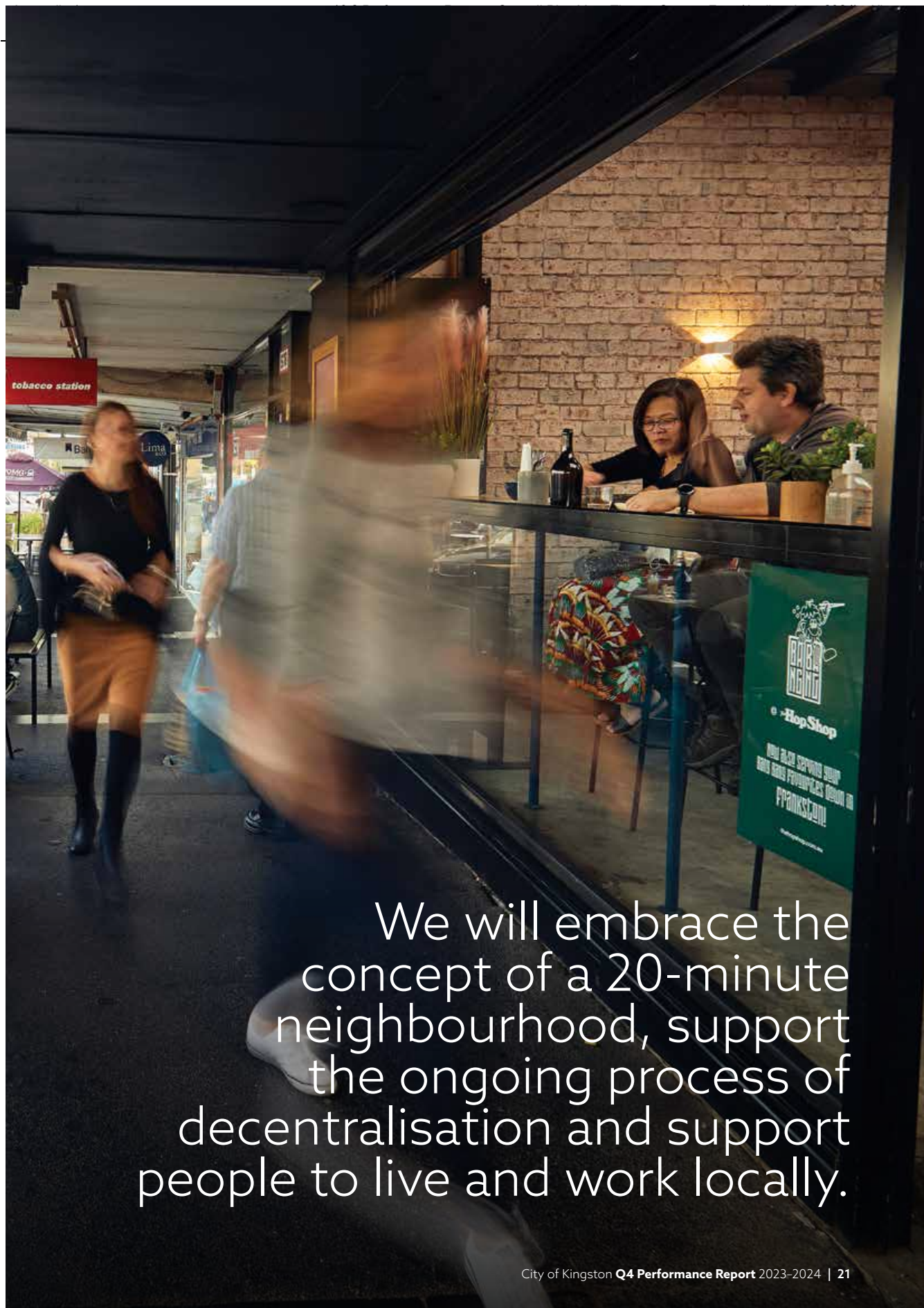
2.1.6 Enable choice of movement across our city

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
44. 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.	Infrastructure	Design and construction of the shared path and traffic treatment link from Karkarook Park to Settlement Creek / Clayton Road, has 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 is dependent 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.	100%	

2.1.7 Actively promote the use of emerging technologies to influence a more sustainable built environment

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
45. Implement actions from the Geospatial Information System Strategy to ensure innovative digital solutions to service delivery.	Information Services & Strategy	The four actions from the Geospatial Information System Strategy to ensure innovative digital solution to service delivery were completed in quarter four, including: 1. Geospatial Information System mobile application for use by the Bushland & Foreshore and Asset Management teams. 2. Classification of Customer Requests overlayed onto maps, to present more relevant information to multiple departments. 3. Upgrade of the Geospatial Information System. 4. Formal Geospatial training across Council, with regular training courses delivered.	100%	
46. Continue to explore technology advances throughout Council's operations to support our transition to fully electric plant and equipment.	Open Space	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.	100%	





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

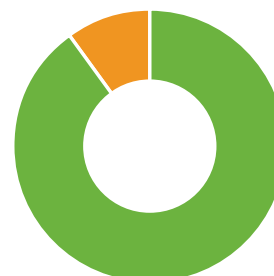
STRATEGIC DIRECTION:

Prosperous

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

Prosperous services

- Local jobs retention, growth, and diversification.



ACTIONS

3.1.1 Support Kingston's economy, local industry and businesses to thrive in a changing environment

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
47. Commence implementation of the Heatherton and Spring Road Masterplans	Open Space	Implementation of the Heatherton Park and Spring Road Reserve Masterplans has commenced with endorsement of the plans by Council. 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.	75%	...
48. Develop a Kingston Economic Development Strategy to provide a long-term vision for sustainable economic growth that supports maintaining and diversifying local jobs.	City Economy & Innovation	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 has informed the development of the draft Strategy.	100%	✓
49. Implement the reforms arising from the Business-Friendly Council Approvals pilot.	City Development	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. The introduction of these reforms will lead to a better overall experience for Kingston's business customers.	100%	✓

3.1.2 Embrace innovation to further promote Kingston businesses

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
50. Develop a Kingston Place Activation Plan to support improved vibrancy of the commercial precinct.	City Economy & Innovation	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 the development of the draft Economic Development Strategy.	100%	✓



Completed



In progress



Not yet commenced

3.1.3 Promote local jobs and employment pathways

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
51. 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.	City Strategy	Development of the Employment Land Use Strategy to provide a framework for future land use change and development has progressed, with production of a Kingston Economic Profile and Precinct Profiles. This work has helped shape the Issues and Opportunities Paper and draft Employment Land Use Strategy that are currently being finalised.	100%	

3.1.4 Improve connections between activity zones, public transport hubs and where people live through an integrated network

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
52. 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.	City Strategy	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. Critical concerns on the Mordialloc Level Crossing Removal project continue to be raised with Victorian Government's Level Crossing Removal Project teams, with advocacy positions discussed with Victorian and Federal members of parliament.	100%	
53. Partner with retail centres impacted by level crossing removal works, ensuring proactive engagement with businesses during the major construction works.	City Economy & Innovation	The City of Kingston continued to support traders impacted by the level crossing removals at Parkdale and Mordialloc and traders 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.	100%	

3.1.5 Pursue and enhance regional collaborative opportunities and partnerships



ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
54. 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.	City Strategy	The Regional Needs and Investment Framework for the Southern Region of Melbourne has been completed and circulated to councils for use in communicating their key needs to other levels of government.	100%	

STRATEGIC DIRECTION:

Prosperous

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

3.1.6 Support our local visual and performing arts community

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
55. Deliver numerous arts grants and creative industry professional development activities to support our local creative industries and economy.	Arts, Events & Libraries	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.	100%	
56. Deliver numerous Cultural Programs under the Arts and Cultural Strategy, to develop and nurture Kingston's creativity.	Arts, Events & Libraries	The City of Kingston delivered a range of programs encouraging the community to engage with and participate in creative activities including 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 and continued public art commissioning.	100%	



A photograph of a smiling man with a pink swim cap and goggles on his head, wearing colorful swim trunks. He is standing on a beach with the ocean and a cloudy sky in the background. Another person's arm is visible on the right side of the frame.

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



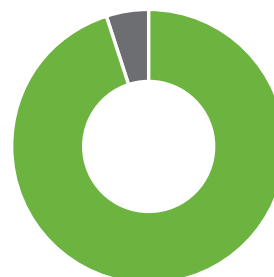
STRATEGIC DIRECTION:

Healthy & Inclusive

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

Healthy & Inclusive services

- Children's services partnerships
- Community centres
- Community grants
- Community transport
- Family and children's centres
- Family day care
- Homelessness support
- In-home support
- Leisure and aquatic centres
- Libraries and community centres
- Maternal and child health and immunisation
- Outside school hours programs
- School crossing supervisors
- Social development and planning
- Social support
- Sports and recreation
- Youth and family services.



ACTIONS

4.1.1 Respect the importance of Aboriginal and Torres Strait Islander people in Kingston and their connection to the land

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
57. Implement the Innovate Reconciliation Action Plan (2022-2024) to advance reconciliation.	Inclusive Communities	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. Opportunities to support greater engagement with Blak business has 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 Council on a six monthly basis.	100%	✓
58. Continue to support the Derrimut Weelam Gathering Place to develop new programs to increase community engagement.	Inclusive Communities	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 a women's, men's and children's groups, a back to school program and water safety program. A wide array of events were 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.	100%	✓

4.1.2 Champion social equality

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
59. Establish an LGBTIQ+ community reference group as a part of the Access and Equity Advisory Committee to provide advice to Council on inclusive practices.	Inclusive Communities	An LGBTIQ+ Community Reference Group was established as a subcommittee of Council's Access and Equity Advisory Committee. The first LGBTIQ+ subcommittee meeting was held in April 2024. An overview of the Rainbow Local Government Pledge and activities, and the draft LGBTIQ+ Action Plan were presented and advice provided. Membership consists of a Victorian Police LGBTIQ+ Liaison Officer, LGBTIQ+ community member and two allies.	100%	✓



Completed



In progress



Not yet commenced

4.1.2 Champion social equality *continued*

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
60. Undergo Rainbow Tick accreditation for Kingston Youth Services to ensure that all policies, processes, systems and services are inclusive of LGBTIQ+ young people.	People & Culture	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 a period of three years.	100%	
61. Prioritise female participation in sport and access to facilities, grounds and match times, through the 'Change Our Game' initiative.	Active Kingston	Supporting female participation in sport is a priority for the City of Kingston. The draft Fair Access Policy will implement the 'Change Our Game' initiative and includes an action to prioritise sports ground allocation to all gender-inclusive clubs in line with Council's Sporting Ground Allocation Policy. Community consultation for the draft Fair Access Policy was undertaken in quarter four.	100%	
62. 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.	People & Culture	Council has undertaken a strategic and integrated approach to workplace diversity and inclusion via the implementation of our Gender Equality Action Plan in 2023-24. Completion of actions to address systemic barriers that create gender inequality is on track, with 68% of the actions completed and a further 32% underway. 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.	100%	

4.1.3 Celebrate and learn from our diversity

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
63. Develop and commence implementation of a community leadership program to enhance leadership skills of women and people from diverse backgrounds.	Inclusive Communities	Development and endorsement of the project plan to deliver to the community leadership program, 'Kingston Kickstarters' is complete. Implementation has commenced with engaging a consultant, preparation to recruit participants and opening the call for nominations campaign which seeks applications from current and emerging community leaders. 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.	100%	
64. Review Council's early years infrastructure requirements considering Victorian Government announcements.	Family, Youth & Children's Services	The City of Kingston continues to work on the review of Council's early years infrastructure requirements. Next step in the review is to incorporate the recently released Victoria in Future data into this work.	100%	
65. Review the service delivery at each library branch, in terms of footprint and literacy offerings, to provide for greater accessibility and diversity options.	Arts, Events & Libraries	The City of Kingston library service completed a major review of service delivery throughout the 2023-24 financial year. This resulted in the 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, the implementation of a Heritage portfolio, and greater promotion of the service across the municipality. This has resulted in equitable patron usage, high customer satisfaction rates and increased program attendance.	100%	

STRATEGIC DIRECTION:

Healthy & Inclusive

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

4.1.4 Support community education, life-long learning and creativity

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
66. Implement strategies to attract new Family Day Care educators, improving choice for families and cost advantages for Kingston.	Family, Youth & Children's Services	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.	100%	✓
67. Review the selection of library services and programs across the municipality to ensure they continue to meet community needs.	Arts, Events & Libraries	<p>In late 2023, Kingston Libraries implemented a dedicated Programming and Engagement Team to enhance evaluation processes and improve the variety and quality of program offerings. This structural change has led to significant growth in the types of programs available. There has been a notable increase in outreach and program initiatives, particularly targeting the ageing population, which have had a positive impact. Additionally, children's programs have expanded, resulting in frequent full bookings and maximum attendance. Programs such as Virtual Reality (VR) for seniors and Sensitive Storytime have been introduced to address specific community needs.</p> <p>The library service has also forged valuable partnerships, both internally and externally. For example, collaboration with Services Australia has created further opportunities to engage the community and provide support through services 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 segments of the community, leading to improved satisfaction and alignment with municipal requirements and community needs.</p>	100%	✓
68. Develop and deliver a set of programs and outreach activities, which are inclusive of the ageing population and focused on life-long learning.	Arts, Events & Libraries	<p>The City of Kingston's library service implemented several initiatives to support and engage the ageing population, emphasising lifelong learning. The initiatives include 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. These visits have been successful and valuable.</p> <p>Fortnightly visits from aged care facility residents to library branches include brain training, VR sessions and activities with outreach iPads. The library service also coordinates joint sessions for multiple facilities. Library branches host 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.</p> <p>These initiatives by the library service enhance support, engagement, and lifelong learning opportunities for the ageing population.</p>	100%	✓



Completed



In progress



Not yet commenced

4.1.5 Support the inclusion of everyone in community life

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
69. Develop the All-Abilities Plan through a co-design process, to improve access and inclusion for people with a disability.	Inclusive Communities	The All Abilities Action Plan 2024-28 was adopted by Council 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 through a Co-Design Team. 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. Coupled with a review of the relevant research, data and legislative frameworks, and two rounds of community and staff consultation, this comprehensive process informed the development of the plan.	100%	
70. Support the foreshore clubs to promote and provide increased community participation opportunities.	Active Kingston	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. Council also assisted clubs to promote 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.	100%	
71. Provide opportunities to promote and deliver inclusive programs and access to sport and recreational facilities for our community.	Active Kingston	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. The City of Kingston is working with key stakeholders and sports clubs to continue to participate and create further opportunities to involve their members and the community in inclusive programs.	100%	

4.1.6 Support our community's physical wellbeing

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
72. 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.	AccessCare	The transition of community care services into the Support at Home program is unable to commence due to the Australian Government amending the start date. The transition will now begin in 2025-26 and be completed in 2027-28. The delay in transition will allow providers time to adjust to new business systems and payment arrangements, meaning less disruption for clients who are currently receiving services.	0%	

4.1.7 Prioritise our community's mental wellbeing



ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
73. 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).	Inclusive Communities	The draft Gambling Policy 2024-28 was presented at the Council Meeting in May with Council resolving to defer the item. Officers continue to implement the 2020-24 policy and engage with Clayton Bowls Club about its plans to transition away from gambling.	100%	

STRATEGIC DIRECTION:

Healthy & Inclusive

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

4.1.8 Tailor our communication to our diverse community to make communication accessible to all

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
74. Provide digital literacy programs with access to computers and iPads to enable people to better access services and connect socially online.	Arts, Events & Libraries	<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 73,682 hours of Wi-Fi and computer use to the public. 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 device.</p>	100%	
75. Translate and convert key printed materials to ensure non-digital community members have access to information.	Advocacy, Communications & Engagement	<p>All printed consultation and major construction bulletins include translations referring readers to further information which is available in several languages. Key projects related to increasing information accessibility in quarter four included:</p> <ul style="list-style-type: none"> • Work continues to improve accessibility of materials, with the inclusion of translations and pictorial surveys as a channel to provide feedback on major consultations. • All printed consultation and major construction bulletins include translations pointing to further information which is available in a number of languages. • Translation information was added to Council agendas, making Council meeting reports more accessible. • All videos now include closed caption information. • Social media ads were translated to target Culturally and Linguistically Diverse (CALD) communities when seeking input to design local playgrounds. • Increased focus on in-person pop-up engagements to reach non-digital audiences. 	100%	



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

STRATEGIC DIRECTION:

Safe

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

Safe services

- Animal management and local laws
- Food safety regulation and health
- Local law education and enforcement
- Municipal emergency management
- Parking enforcement
- Road safety
- Street lighting maintenance.



ACTIONS

5.1.1 Design an environment and infrastructure that promotes better safety and accessibility

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
76. Commence construction on key strategic projects in the Drainage Flood Mitigation Program including Mulkarra Drive, Bonbeach pump station and drainage, and Sherwood Avenue.	Infrastructure	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.	100%	✓
77. Commence the demolition of the former Don Tatnell building to support associated remediation and activation of the site.	Project Management Office	Demolition of the former Don Tatnell building was completed in January 2024 with the site returned to green, open space for the community to enjoy as part of the Walter Galt Reserve.	100%	✓
78. Work with key partners to co-ordinate initiatives to improve perception of safety throughout the summer season.	Inclusive Communities	Kingston City Council and its partners including Victoria Police, Lifesaving Victoria and Ambulance Victoria worked in collaboration following the summer safety planning workshop in October 2023. A successful communication campaign was implemented throughout summer to coordinate and share key summer safety messaging with Kingston's community. 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.	100%	✓



Completed



In progress



Not yet commenced

5.1.2 Support safe travel through various modes of transport

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
79. Provide bike education facilitator training to Kingston school staff to support bike education programs throughout Kingston.	Infrastructure	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, with five in quarter four.	100%	
80. Implement Council's Road Rehabilitation and Surfacing Programs as part of Council's 2023-24 Capital Works Program.	Infrastructure	Council's Road Rehabilitation and Surfacing Programs for the financial year were completed to schedule.	100%	

5.1.3 Improve feelings of safety across Kingston's diverse community

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
81. Promote the Park and Stride Program and Parking Around Our School Maps to address congestion and safety around schools.	Infrastructure	The Park and Stride program was delivered to six 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.	100%	
82. 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.	Active Kingston	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.	100%	
83. Support safety amongst seniors by continuing to facilitate the Interactive Safe Driver Program.	Infrastructure	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. In quarter four, three programs were completed, bringing the total to five programs for the year.	100%	
84. Support safety amongst primary and secondary school students through the delivery of the road safety initiatives.	Infrastructure	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.	100%	

STRATEGIC DIRECTION:

Safe


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


5.1.4 Strive to provide an environment free from all forms of family violence


ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
85. Deliver the 16 Days of Activism Against Family Violence community awareness campaign.	Inclusive Communities	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.	100%	✓

5.1.5 Foster caring attitudes and a safe environment for native wildlife and domestic animals



ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
86. Explore free first-time animal registration to increase our pet registration database.	Compliance & Amenity	Free first-time animal registration was comprehensively explored in quarter one as part of a broad review to understand the options for expanding Kingston's pet registration database. Following feedback from the community, a further review of Council's animal registration fees was undertaken in quarter four. Free-first time animal registration will not be implemented due to legislative requirements, however, additional activity to identify and follow up unregistered animals in Kingston has commenced.	100%	✓
87. Deliver a range of initiatives that promote responsible pet ownership.	Compliance & Amenity	To encourage responsible pet ownership, the City of Kingston continued publishing a monthly educational news article in local Leader newspapers. Rangers also continued to patrol the foreshore and reserves to encourage compliance with regulations. Seven events were undertaken in May as part of a Responsible Pet Ownership Roadshow, where rangers spoke with many pet owners and prospective pet owners, providing information and advice, including the rules residents need to follow as a pet owner. Additionally, the Kingston Pet Expo was held in April 2024 with 4,000 attendees learning about pet services and products.	100%	✓
88. Develop a consistent approach to assess the suitability of design options of designated leash and prohibited areas for dogs on Council land.	Compliance & Amenity	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 the assessment of the suitability of design options for designated leash and prohibited areas for dogs on council land.	100%	✓

 Completed

 In progress

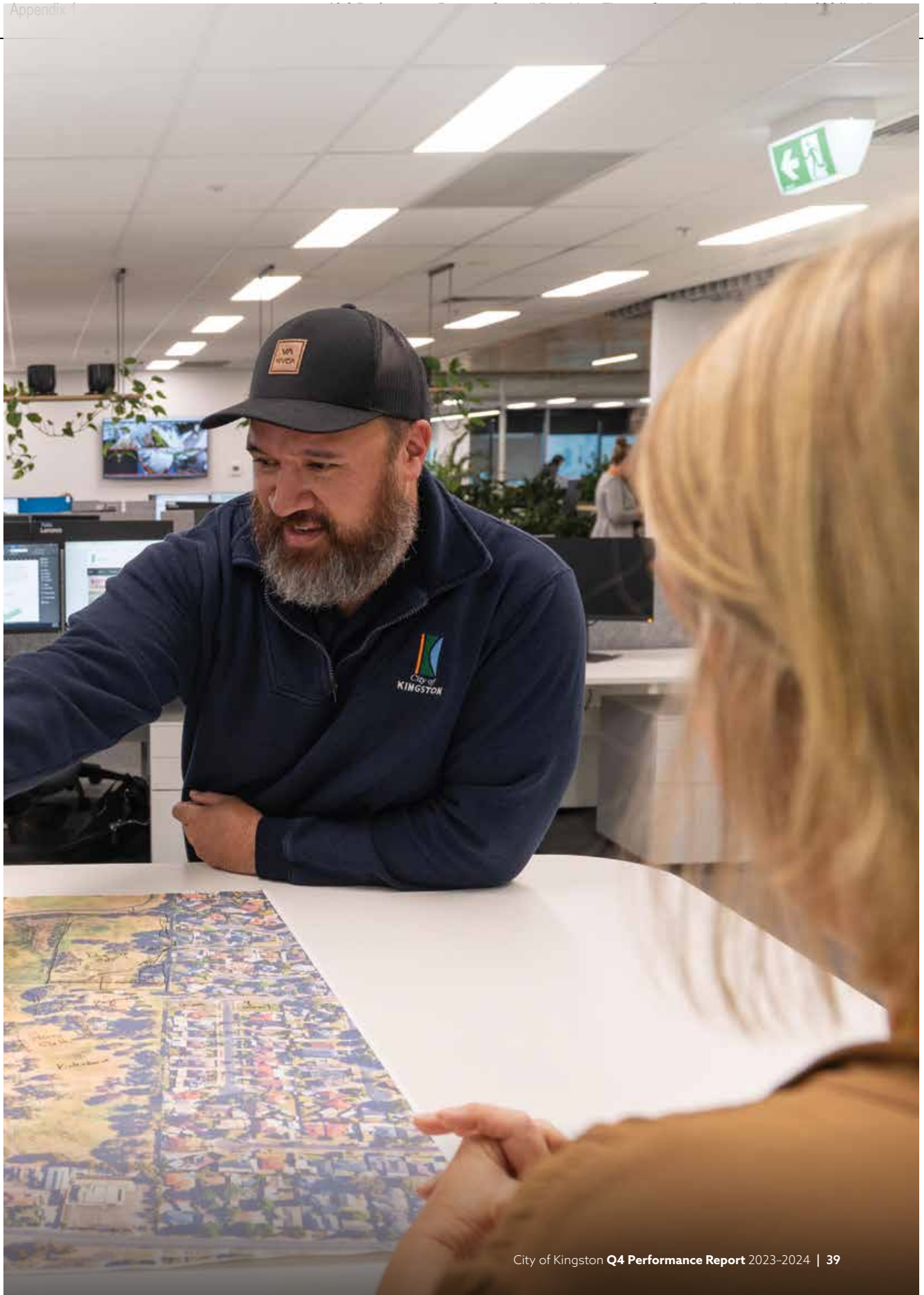
 Not yet commenced

5.1.6 Provide a well maintained and clean environment for residents

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
89. Develop a matrix of contaminated sites including their respective attributes and risk mitigation.	Property Services	A matrix of contaminated sites including their respective attributes and risk mitigation has been completed and is in the process of 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.	100%	
90. Review and implement recommendations of the VAGO Audit into the Food Act compliance.	City Economy & Innovation	Several actions were undertaken in response to the Victorian Auditor-General's Office (VAGO) audit recommendations on Food Act compliance, including the finalisation of a review into 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 to the community.	100%	

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





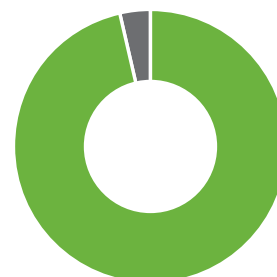
STRATEGIC DIRECTION:

Well-Governed

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

Well-Governed services

- Communications and engagement
- Council governance and administration
- Customer service
- Digital design and events
- Executive services
- Financial management
- Health, safety and wellbeing
- Human resources management
- Manage Council's property portfolio
- Procurement, fleet, insurance and contracts
- Property rating and collection services
- Provision of information technology services.



ACTIONS

6.1.1 Hold ourselves to the highest standard of governance and integrity

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
91. Implement the Kingston Service Planning and Review Framework to plan for adaptable, capable and sustainable Council services now and into the future.	Customer Experience & Corporate Performance	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. A draft Service Planning Framework was presented to the Executive Leadership Team in June 2023 to guide the organisation in a consistent approach with service planning.	100%	✓
92. Implement the Community Grants Review to increase access and equity for the community.	Inclusive Communities	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.	100%	✓
93. Support the safety and security of Council data through the development of a Data Governance Framework.	Information Services & Strategy	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, with the project to capture Council's initial register taking place next quarter. 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.	100%	✓



Completed



In progress



Not yet commenced

6.1.1 Hold ourselves to the highest standard of governance and integrity continued



ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
94. Deliver the Annual Organisational Planning Cycle for 2024–25, including the preliminary preparation for a new Council Plan 2025–29.	Customer Experience & Corporate Performance	<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 in May 2024). The Councillor Planning Workshop 2024 was successfully held in February 2024, with key insights from Councillors assisting in the development of the Council Plan Year Four Annual Action Plan 2024–25.</p> <p>Preliminary preparation has also commenced for the development of 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>	100%	
95. Implement Council's Workforce Plan to attract, recruit and retain highly skilled people to meet current and future priorities.	People & Culture	<p>The 2023–24 actions in Council's Workforce Plan are complete. These actions include:</p> <ul style="list-style-type: none"> Review of workforce data integrity. Review of the strategic risk register in relation to recruitment and retention of staff. Completion of a Culture Pulse Survey to continue to measure Council's progress against a positive workplace culture. Completion of Flexible Working Policy and associated practices. Negotiation of a new four year Enterprise Agreement for employees. Redevelopment of Council's values under a new internal brand. Delivery of workplace mental health training; refinements and improvements to the Organisation Induction Program. Achievement of Rainbow Tick Accreditation for Youth Services and Customer & Corporate Support. 	100%	
96. Enhance Council's Cyber Security Management Framework to prevent information security breaches.	Information Services & Strategy	<p>An internal Cyber Security Audit was held in September 2023 to enhance the City of Kingston's Cyber Security Management Framework in preventing information security breaches. It identified several cyber security improvement opportunities, which will allow Council to improve its alignment to the Australian Cyber Security Centre's Essential 8 framework. In quarters three and four, an external audit took place as part of Council's Protective Data Security Plan submission to the Office of the Victoria Commissioner, which identified further opportunities to improve cyber security process and documentation.</p> <p>Additionally, Council completed its transition to a new security monitoring platform with its managed security operations centre partner, Tesserent, to improve visibility and response time to cyber security events.</p>	100%	
97. Continue to implement Council's Good Governance Framework to improve transparency and accountability.	Governance, Risk & Integrity	<p>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.</p>	100%	
98. Prepare for changes in the Building Act, whereby Council will undertake new obligations in relation to inspections and building legislation.	Municipal Building Surveyor's Department	<p>The proposed legislative changes to the Building Act 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 Building Act.</p>	0%	

STRATEGIC DIRECTION:


Well-Governed

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

6.1.1 Hold ourselves to the highest standard of governance and integrity *continued*

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
99. Redevelop the Kingston Arts and Kingston Active websites to provide clear, accessible and informative information promoting programs, services and events to our community.	Advocacy, Communications & Engagement	<p>The overarching Website Redevelopment Project has been rescope, resulting in a change to the schedule, with both the Kingston Active website and the Kingston Arts websites postponed until 2024-25. In their place, the Website Redevelopment Project is focusing on the Councillor Intranet, Kingston Youth Services website, and My Community Life website integration.</p> <p>Progress in quarter four included:</p> <ul style="list-style-type: none"> Councillor Intranet: Design stage almost complete with implementation underway. On track for October 2024 launch. Kingston Youth Services website: Project in final stages and progressing well. On track for October 2024 launch. My Community Life website integration: site is complete, with launch imminent. <p>This action will continue to be reported on as part of the Annual Action Plan 2024-25 under action '117. Deliver the Website Redevelopment Project program of work for 2024-25 to provide contemporary, simple-to-use websites for Council's services.'</p>	100%	
100. Develop a Communications Strategy to better inform and communicate with our community.	Advocacy, Communications & Engagement	<p>The Communications Strategy was developed and approved in quarter one and is now being embedded across the organisation to better inform and communicate with our community.</p>	100%	

6.1.2 Focus all of our decision-making on the long-term best interests of the Kingston community

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
101. Develop and implement Advocacy Campaign Plans to prioritise Council's advocacy agenda items.	Advocacy, Communications & Engagement	<p>The City of Kingston has undertaken several actions to develop our advocacy campaign approach and progress individual campaigns.</p> <p>Key activities included:</p> <ul style="list-style-type: none"> Recruited and onboarded new Advocacy Lead. Introduced a regular update for all State and Commonwealth Members of Parliament (MP) covering Kingston, providing information on major projects in their respective electorates. Positive responses have been received. Offered a 'concierge' service to MPs to provide a first point of contact for issues or questions where the relevant officer or department is not known. Six MPs have already taken up the service with positive feedback. Engaged multiple MPs with social media opportunities and leverage of funding announcements, to promote our joint successes in attracting state and federal funding. Provided briefings and support to the Mayor on urgent issues or events, including the Victorian Government's announcement on housing density. Conducted a range of meetings with Ministers and MPs including Victorian Transport Minister Danny Pearson (Mordialloc LXP), Issacs Federal MP Mark Dreyfus (Moorabbin Airport, Mordialloc LXP, road funding), and Hotham MP Claire O'Neil (Affordable Housing). 	100%	



Completed



In progress



Not yet commenced

6.1.2 Focus all of our decision-making on the long-term best interests of the Kingston community *continued*

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
102. Continue to support and engage the community and key stakeholders, including the Community Reference Group, in the development of the new aquatic facility.	Active Kingston	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. Public consultation for the facility naming was held in quarter four.	100%	

6.1.3 Look after the community's financial resources responsibly and efficiently

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
103. 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.	Procurement & Contracts	Council has entered into 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. This partnership further enhances Council's social procurement practices and will provide access to the Kinaway Business Directory enabling Council to direct access some 300 accredited Aboriginal and Torres Strait Islander businesses.	100%	
104. Facilitate, generate and implement the Annual Budget in accordance with legislative requirements, ensuring financial responsibility and efficiency.	Finance	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 which consisted 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.	100%	
105. 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> .	Procurement & Contracts	Council 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. The Procurement Team remain connected with its Regional Procurement Excellence Network (RPEN) sharing opportunities for collaboration ongoing, and continue to utilise Procurement Australia and Municipal Association of Victoria (MAV) external panel arrangements i.e. recent investigations into hardware panels and office stationery panels (PA) to potentially generate savings and efficiencies. Council identified and investigated having access to provision of loan services through State Government (Treasury Corporation of Victoria) acting to serve collaboration requirements as described in the Act (State Government).	100%	

STRATEGIC DIRECTION:

Well-Governed

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

6.1.3 Look after the community's financial resources responsibly and efficiently continued

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
106. Investigate opportunities to further maximise use of Council facilities.	Inclusive Communities	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.	100%	✓
107. 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.	Property Services	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 needs of the community. 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. This action will continue to be reported on as part of the Annual Action Plan 2024-25 under action '101. Complete a review of the Lease and Licence Policy and review associated documentation to ensure the transparency of Council's decision-making'.	100%	✓

6.1.4 Openly report our progress and performance

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
108. Communicate the results of Councils 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.	Customer Experience & Corporate Performance	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 on 15 March 2023.	100%	✓
109. Implement a Project Portfolio Management System to effectively report on the progress of Capital Works delivery.	PMO & Major Projects	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.	100%	✓
110. Continue to develop Council's purchasing system to improve financial reporting.	Procurement & Contracts	The City of Kingston is committed to investing in the upgrade of its purchasing, procurement and reporting systems. Council has committed to the acquisition and implementation of the TechOne Contractor Management System. This system will provide centralised management and control of Council contracts enabling enhanced reporting on purchases and financial performance.	100%	✓



Completed



In progress



Not yet commenced

6.1.5 Actively seek broad community participation

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
111. Develop a community engagement program, which invites our AccessCare consumers to provide feedback on our service delivery and development.	AccessCare	Development of the formal AccessCare community engagement program progressed with AccessCare consumers providing feedback on service delivery through Kingston's Representative Community Panel. The City of Kingston also sought feedback from consumers on the AccessCare brochure and website following rebranding.	100%	
112. 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.	Advocacy, Communications & Engagement	<p>The Council Community Panel engagement program continued to ensure that a wide range of views are considered in Council decisions. This included:</p> <ul style="list-style-type: none"> Working with the 45-member panel on the Arts, Events and Libraries Strategy. Commencing the Council Plan engagement work, with two sessions held with the Community Panel in quarter four. This work will continue into 2024-25. The broader panel was engaged to provide input into service delivery at the northern suburbs' community hubs. The 200-member panel was invited to provide suggestions for the upcoming This is Kingston tourism campaign to assist in identifying hidden gems in their neighbourhoods for promotion. 	100%	

6.1.6 Deliver exceptional customer experiences

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
113. Review and commence implementation of a revised Kingston Complaint Policy to capture resident feedback and enhance the quality of our services.	Customer Experience & Corporate Performance	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 Complaint Resolution Policy, adopted by Council in June 2024. This policy enhances the quality of our services allowing us to obtain influential data in providing continuous improvements across the organisation for an improved customer experience.	100%	
114. Develop a revised Kingston Customer Service Charter that demonstrates commitment to the standards of service we aim to deliver for the Kingston Community.	Customer Experience & Corporate Performance	The Kingston Customer Service Commitments have been reviewed and drafted to align with our overarching CX approach of delivering services that are effective, efficient and empathetic. 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.	100%	
115. Continue to enhance the quality of Councils Customer Service Channels to improve customer experience.	Customer Experience & Corporate Performance	<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, chat bot and live chat. The Customer Channels Team is continuing its cross-channel training objectives and evaluation metric to ensure that service delivery is effective, efficient and customer centric.</p> <p>Reporting has also been enhanced, across multiple metrics which has seen significant improvement in KPI achievement across all channels this quarter.</p>	100%	

STRATEGIC DIRECTION:

Well-Governed

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

6.1.6 Deliver exceptional customer experiences continued

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
116. Implement actions from the Kingston Customer Experience Strategy to deliver effective and efficient customer outcomes.	Customer Experience & Corporate Performance	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 that were 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.	100%	✓
117. Commence the preliminary planning and scoping for the upgrade of Council's customer relationship management system.	Information Services & Strategy	The preliminary planning and scoping for the upgrade of 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 held to determine the technical requirements.	100%	✓
118. Improve the processes associated with planning permit post-approval requirements, to ensure a more efficient process for our customers.	City Development	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 Council customers.	100%	✓



STRATEGIC INDICATORS: SUMMARY OF PERFORMANCE



LIVEABLE

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

Highlights

- 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. In quarter four, these included library events, farmers markets and citizenship events.
- The City of Kingston achieved a 95.25% satisfaction rating across the 2023-24 financial year for Council-run large scale events.
- 3,153 community members attended Council-managed community centres during quarter four, taking our 2023-24 financial year total to 38,478. 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 throughout the year.

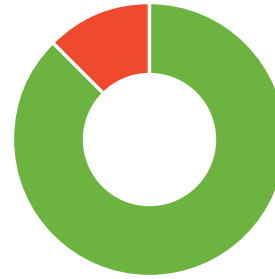


SUSTAINABLE

We prioritise our environment and reduce our impact on the earth

Highlights

- A total of 36 of the 44 Coastal and Marine Management Plan actions, have commenced or been completed.
- There were a total of 2,807 electrical vehicle charging sessions recorded throughout the 2023-24 financial year which is significantly above target. In quarter four, there were 961 sessions across the Chelsea and Peter Scullin Reserve chargers. The steady increase in usage demonstrates the growing awareness of these chargers, combined with the increasing popularity of electric vehicles.
- A total of 1,057 people participated in environmental education opportunities during the 2023-24 financial year. In quarter four, 212 people attended events such as in-home energy assessments, library events, and the Dolphin Research Institute 'I Sea, I Care' Schools program.



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

Highlights

- A total of \$33,550 was awarded to eight arts grants recipients. This funding supported activities such as multimedia installations / performances, podcasts, temporary public art, exhibitions and musical performances.
- 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.
- The Better Approvals service achieved a satisfaction rating of 100% from users. The Better Approvals service assists local businesses by providing a single point of contact to navigate through the City of Kingston's permit process, with 66 businesses assisted during the year.

●●● On track
●●● Monitor
●●● Off-track
●●● Trend Indicators
●●● Annual Indicators



HEALTHY & INCLUSIVE

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

Highlights

- A total of 48.39% 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 the 2023-24 financial year.
- 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.
- 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.



SAFE

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

Highlights

- A total of 98% 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.
- 168 people participated in Friends of Kingston groups during the 2023-24 financial year with 50 people attending in quarter four to help with planting and weeding.
- 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 the 2023-24 financial year, 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 and a strong emphasis on animal health and wellbeing continues through implementation of the Domestic Animal Management Plan 2021-2025.



WELL-GOVERNED

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

Highlights

- 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.
- Of the 731 total councillor requests, councillor complaints and community complaints received during the period between April - June 2024, 67% were resolved within a 14 day period (10 business days). The demand on these services is reflective of the final months of the Councillor term and increased capture and awareness of community complaints.

STRATEGIC DIRECTION:

Liveable

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

Liveable services

- Arts and cultural services
- Building consents and compliance
- Capital works planning
- City assets and infrastructure maintenance
- Land use policy and planning
- Maintaining open space
- Maintenance of Council's buildings
- Planning and improving open space
- Planning, design and development of Council's buildings
- Strategic asset management
- Urban area transformation.



STRATEGIC INDICATORS

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

INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 1. Number of additional open space sites created in the municipality	Open Space	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.	N/A	0.00	...

1.1.2 Invest in high-quality community assets


INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 2. Council's renewal gap ratio measured against the Victorian Auditor-General's Office indicator	Infrastructure	This indicator has increased this year in line with increased capital expenditure spend and a higher proportion of renewal works.	1.00	1.26	...

1.1.3 Manage movement around the city, including traffic and parking, to make community activities accessible


INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 3. Number of community activities where sustainable transport is promoted	City Strategy	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. In quarter four, these included library events, farmers markets and citizenship events.	48.00	68.00	...

 On track
  Monitor
  Off-track
  Trend Indicators
  Annual Indicators


1.1.4 Plan for changes in the population and the community's housing needs

INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 4. The level of alignment between Council's population forecast and the ABS Estimated Resident Population each year	City Strategy	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.	N/A	100.10%	





1.1.5 Preserve and enhance Kingston's character and heritage

INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 5. Percentage of Planning Applications for multi-dwelling development that receive five or less objections	City Development	A total of 93% of planning application decisions for multi-unit dwelling applications for the year to date had five or less objections.	95.00%	93.00%	

1.1.6 Support the development of affordable housing options, including social and community housing

INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 6. Number of new social and community housing dwellings approved	City Development	No new social or community housing projects were approved during the year. The City of Kingston continued to promote the Homes for Home program, where homeowners undertake to contribute 0.1% of their property's sale price to be added to a pool of funds to create social and affordable housing.	N/A	0.00	

1.1.7 Foster a thriving and innovative arts and culture scene, which is both diverse and inclusive

INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 7. Attendance at Council-run festivals and civic events	Arts, Events & Libraries	55,356 people attended City of Kingston events during the 2023-24 financial year. Events held during quarter four included the Pet Expo, Volunteer Appreciation Event and three Citizenship Ceremonies.	51,000	55,356	
Si 8. Community satisfaction rating for Council-run large scale events	Arts, Events & Libraries	The City of Kingston achieved a 95.25% satisfaction rating across the 2023-24 financial year. The vast majority being 96.30% of attendees at the Pet Expo, the only large scale event in this quarter, reported that they were either satisfied or very satisfied with the experience.	80.00%	95.25%	
Si 9. Number of participants at programs provided by Council at Council-managed community centres	Inclusive Communities	3,153 community members attended Council-managed community centres during quarter four, taking our 2023-24 financial year total to 38,478. 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 throughout the year.	28,600	38,478	
Si 10. Community Satisfaction rating for satisfaction with City of Kingston arts and cultural programs and events	Arts, Events & Libraries	The City of Kingston achieved a 90% satisfaction rating from post-event survey respondents who attended arts and cultural programs and events during the 2023-24 financial year.	80.00%	90.00%	

STRATEGIC DIRECTION:

Sustainable

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

Sustainable services

- Environment management and education
- Foreshore management and maintenance
- Transport planning and traffic engineering
- Waste services.



STRATEGIC INDICATORS

2.1.1 Recognise climate change and actively address our climate and ecological emergency

INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 11. Percentage of non-potable water used across all sports grounds and reserves	Open Space	A total of 18% (19 megalitres) of the water used on Kingston's sportsgrounds and reserves was non-potable storm and bore water.	N/A	18.00%	...
Si 12. Number of plants distributed as part of Council's Free Plant Vouchers scheme	City Strategy	A total of 4,500 plants were distributed across designated collection days in autumn and at subsequent 'pop up' events as part of Council's Free Plant Giveaway scheme.	4,600	4,500	...
Si 13. Percentage reduction in corporate greenhouse emissions	City Strategy	There was a 2.2% reduction in total net emissions compared to the previous year (based on the available preliminary data). Removal of gas at several Council facilities over 2023-24 has led to an overall reduction in gas use and related emissions.	25.00%	2.20%	...
Si 14. Number of Gardens for Wildlife assessments of residential gardens	City Strategy	A total of 89 gardens for wildlife assessments were conducted during the year, with 14 assessments in quarter four. We are now offering both in-person and online assessments to expand the reach of this program, which continues to be popular with our community.	90.00	89.00	...

2.1.2 Consider environmental sustainability in all Council decisions


INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 15. Number of planning applications that have had an Environmentally Sustainable Design Assessment	City Development	A total of 52 Environmentally Sustainable Design Assessments were undertaken for planning applications during the year, which is significantly above our target.	40.00	52.00	...

2.1.3 Protect and enhance our foreshore, marine environment, waterways and wetlands



INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 16. Percentage of actions implemented in the Coastal and Marine Management Plan	Open Space	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.	N/A	80.00%	...

 On track
  Monitor
  Off-track
  Trend Indicators
  Annual Indicators


2.1.4 Protect and enhance the Green Wedge and progress the delivery of the Chain of Parks

INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 17. Amount of land purchased and developed for the Chain of Parks by Council and the State Government	Open Space	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 through to Braeside Park and over time the old landfills will be rehabilitated to offer recreational facilities and open space for community use.	N/A	0.00ha	



2.1.5 Build sustainable transport options to reduce congestion and pollution

INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 18. The number of electric vehicle charging sessions in Kingston	City Strategy	There were a total of 2,807 electrical vehicle charging sessions recorded throughout the 2023-24 financial year which is significantly above target. In quarter four, there were 961 sessions across the Chelsea and Peter Scullin Reserve chargers. The steady increase in usage demonstrates the growing awareness of these chargers, combined with the increasing popularity of electric vehicles.	1,450	2,807	
Si 19. Number of Electric Vehicle charging stations introduced into Kingston	City Strategy	A public electric vehicle charging station was introduced at Peter Scullin Reserve in Mordialloc and has been in operation since November 2023.	1.00	1.00	

2.1.6 Enable choice of movement across our city

INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 20. Number of walking and cycling improvement projects completed to enhance the local network	Infrastructure	Council completed nine projects during the year including construction of 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.	7.00	9.00	

2.1.7 Actively promote the use of emerging technologies to influence a more sustainable built environment

INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 21. Percentage of Kerbside collection waste diverted from landfill	City Works	The City of Kingston continues to encourage the diversion of waste from landfill with an efficient kerbside recycling and green organics collection service. The quantity of kerbside waste diverted from landfill 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 expected by Council.	55.83%	54.20%	
Si 22. Number of participants engaged in environmental education opportunities	City Strategy	A total of 1,057 people participated in environmental education opportunities during the 2023-24 financial year. In quarter four, 212 people attended events such as in-home energy assessments, library events, and the Dolphin Research Institute 'I Sea, I Care' Schools program.	425	1,057	

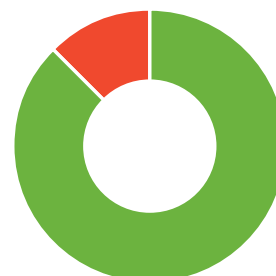
STRATEGIC DIRECTION:

Prosperous

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

Prosperous services

- Local jobs retention, growth, and diversification.



STRATEGIC INDICATORS

3.1.1 Support Kingston's economy, local industry and businesses to thrive in a changing environment


INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 23. Number of business support workshops and events held by Council	City Economy & Innovation	A total of 54 business support workshops and events were delivered during the year, with 22 events held in quarter four. This 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.	20.00	54.00	...
Si 24. Number of VicSmart Applications decided within 10 days	City Development	The City of Kingston continued to provide an efficient turnaround time for VicSmart applications, with 185 applications decided within 10 days, for the year to date. This achievement significantly exceeds our target of 60.	60.00	185.00	...
Si 25. Satisfaction with the Better Approvals co-ordination service	City Economy & Innovation	The Better Approvals service achieved a satisfaction rating of 100% from users. The Better Approvals service assists local businesses by providing a single point of contact to navigate through the City of Kingston's permit process, with 66 businesses assisted during the year.	95.00%	100.00%	...

3.1.2 Embrace innovation to further promote Kingston businesses


INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 26. Percentage of Footpath Trading applications processed within 15 days	City Economy & Innovation	A total of 52 footpath trading applications were received for the year to date, with all processed within 15 days. The City of Kingston's efficient processing of applications supports local businesses to thrive.	90.00	100.00	...

 On track
  Monitor
  Off-track
  Trend Indicators
  Annual Indicators


3.1.3 Promote local jobs and employment pathways

INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 27. Number of local Jobs Portal registrations by employers	City Economy & Innovation	While job seeker registrations remain high, only 15 new employer registrations were received during the 2023-24 financial year. This is lower than expected in due to the recent Australia-wide economic slowdown.	25.00	15.00	


3.1.4 Improve connections between activity zones, public transport hubs and where people live through an integrated network

INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 28. Number of new and improved high-quality walking and cycling paths	Infrastructure	Council has 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.	3.00	5.00	

3.1.5 Pursue and enhance regional collaborative opportunities and partnerships

INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 29. Participation in regional collaborations or partnerships entered to enhance local economic outcomes	City Economy & Innovation	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.	2.00	2.00	

3.1.6 Support our local visual and performing arts community

INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 30. Number of local artists supported through Council Grants	Arts, Events & Libraries	A total of \$33,550 was awarded to eight arts grants recipients. This funding supported activities such as multimedia installations / performances, podcasts, temporary public art, exhibitions and musical performances.	5.00	8.00	

STRATEGIC DIRECTION:

Healthy & Inclusive

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

Healthy & Inclusive services

- Children's services partnerships
- Community centres
- Community grants
- Community transport
- Family and children's centres
- Family day care
- Homelessness support
- In-home support
- Leisure and aquatic centres
- Libraries and community centres
- Maternal and child health and immunisation
- Outside school hours programs
- School crossing supervisors
- Social development and planning
- Social support
- Sports and recreation
- Youth and family services.



STRATEGIC INDICATORS

4.1.1 Respect the importance of Aboriginal and Torres Strait Islander people in Kingston and their connection to the land


INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 31. Number of Kingston's plans and strategies which the Registered Aboriginal Party, the Bunurong Land Council, is consulted on	Inclusive Communities	The City of Kingston consulted with Traditional Owners, 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 Chain of Parks naming, 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.	N/A	4.00	...
Si 32. Number of Council buildings displaying Aboriginal cultural acknowledgment	Inclusive Communities	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.	155.00	155.00	...

4.1.2 Champion social equality




INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 33. Percentage of female sporting teams registered at Kingston's sporting clubs	Active Kingston	A total of 44.14% of teams participating in sport at council facilities during the 2023-24 seasonal allocations were female teams. Council is continuing to develop programs and policies to encourage female participation in sport.	45.00%	44.14%	...
Si 34. Percentage of Kingston's sporting facilities that are female friendly	Active Kingston	A total of 48.39% 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.	42.90%	48.39%	...

 On track
  Monitor
  Off-track
  Trend Indicators
  Annual Indicators



4.1.3 Celebrate and learn from our diversity

INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 35. Number of new Citizenship requests met at Council-run ceremonies	Arts, Events & Libraries	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.	N/A	1,059	

4.1.4 Support community education, life-long learning and creativity

INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 36. Active library borrowers in the municipality	Arts, Events & Libraries	The sum of active borrowers continues to increase year on year. This is reflective of the work to engage the community, increased accessibility, and deliberate programming to impact the community.	18.08%	15.52%	
Si 37. Number of carers and children attending story times	Arts, Events & Libraries	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.	20,400	22,777	
Si 38. Percentage of library collection purchased within last 5 years	Arts, Events & Libraries	The library purchased less items compared to the previous financial years. This is due to a variety of factors. The price of items, including processing fees, have increased exponentially. Shelving space has also been modified or reduced, to ensure that that items that are being carried are reflective of the community 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.	66.67%	62.24%	

4.1.5 Support the inclusion of everyone in community life

INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 39. Number of hours provided by the Home Maintenance and Modifications service	AccessCare	The City of Kingston provided 8,706 hours through our home maintenance and modifications service, which supports vulnerable people to remain in their homes safely. Delivery of services continues to be affected by a shortage of staff across the sector.	11,000	8,706	
Si 40. Percentage of Council buildings compliant with Disability (Access to Premises - Buildings) Standards 2010	Infrastructure	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.	31.00%	31.00%	

STRATEGIC DIRECTION:

Healthy & Inclusive

4.1.6 Support our community's physical wellbeing

INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 41. Hours of domestic, personal, respite and social support care delivered to people who are older and/or have a disability	AccessCare	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 by-passing the Commonwealth Home Support Program.	145,452	107,140	...
Si 42. Number of immunisations administered by Council	Family, Youth & Children's Services	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 less individual immunisations needed.	N/A	9,006	...
Si 43. Participation in Learn to Swim program	Active Kingston	There were 2,600 average 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.	N/A	2,600	...
Si 44. Participation in the MCH service	Family, Youth & Children's Services	The City of Kingston remains committed to providing high quality Maternal and Child Health (MCH) services, with a total of 75.75% participation in the service. This results sees a slight decrease when compared to the last financial year result due to an industry shortage of relieving MCH nurses.	82.00%	75.75%	...
Si 45. Participation in the MCH service by Aboriginal children	Family, Youth & Children's Services	The City of Kingston's Maternal and Child Health (MCH) program continues to have a high level of engagement with First Nations families with children under 5 years, with a participation result of 86.89%.	81.69%	86.89%	...
Si 46. Utilisation of aquatic facilities	Active Kingston	The City of Kingston's Waves Leisure Centre had 657,843 visits by community members during 2023-24, which is equivalent to four visits per head of population and a significant increase compared to the previous year. Attendance has been strong across all programs, including Learn to Swim, group fitness classes and gym usage. This result is within the range expected by Council.	3.23	4.02	...

4.1.7 Prioritise our community's mental wellbeing

INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 47. Community Satisfaction with Kingston's family support programs	Family, Youth & Children's Services	Very high satisfaction of 100% 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.	80.00%	100.00%	...
Si 48. Satisfaction with Kingston's youth services support & counselling program	Family, Youth & Children's Services	The City of Kingston continues to maintain a 100% satisfaction rating with our Kingston Youth Services Support and Counselling program.	80.00%	100.00%	...

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On track

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Monitor

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Off-track

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Trend Indicators

...

Annual Indicators

4.1.8 Tailor our communication to our diverse community to make communication accessible to all

INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 49. Percentage of Kingston website pages that are Web Content Accessibility Guidelines (WCAG) 2.1 – AA standard accessible	Advocacy, Communications & Engagement	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 Council's website. Further upgrades require coding changes by website hosts, which has slowed progress.	80.00%	69.72%	...

STRATEGIC DIRECTION:

Safe

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

Safe services

- Animal management and local laws
- Food safety regulation and health
- Local law education and enforcement
- Municipal emergency management
- Parking enforcement
- Road safety
- Street lighting maintenance.



STRATEGIC INDICATORS

5.1.1 Design an environment and infrastructure that promotes better safety and accessibility

INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 50. Number of female participants utilising Kingston-allocated sporting facilities	Active Kingston	A total of 9,488 females participated in sport at Kingston-allocated facilities during the 2023-24 seasonal allocations. Council is continuing to develop programs and policies to encourage female participation in sport.	8,500	9,488	...
Si 51. Time taken to action food complaints	City Economy & Innovation	Food-related complaints were investigated in just under two days on average in 2023-24. The City of Kingston continues to prioritise food safety and public health, with a high level of responsiveness to manage food-related risks appropriately. This result is within the range expected by Council.	2.00	1.98	...

5.1.2 Support safe travel through various modes of transport



INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 52. Community Satisfaction with the condition of local streets and footpaths	Infrastructure	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.	66.00%	58.00%	...

5.1.3 Improve feelings of safety across Kingston's diverse community


INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 53. Number of actioned graffiti removal requests	City Works	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.	400	521	...
Si 54. Percentage of graffiti removal requests allocated to Council's contractor actioned within 48 hours	City Works	A total of 98% 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.	98.00%	98.00%	...

 On track
  Monitor
  Off-track
  Trend Indicators
  Annual Indicators



5.1.4 Strive to provide an environment free from all forms of family violence

INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 55. Family violence incidents reported to Victorian Police [number per 100,000 population]	Inclusive Communities	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.	N/A	1,841	
Si 56. Satisfaction with prevention of family violence programs run by Kingston	Inclusive Communities	An overall 89% 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 post program involvement, which shows high satisfaction with prevention of family violence programs run in 2023-24.	80.00%	89.00%	

5.1.5 Foster caring attitudes and a safe environment for native wildlife and domestic animals

INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 57. Percentage of animals reclaimed	Compliance & Amenity	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 the 2023-24 financial year, 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 and a strong emphasis on animal health and wellbeing continues through implementation of the Domestic Animal Management Plan 2021-2025.	60.10%	57.19%	

5.1.6 Provide a well maintained and clean environment for residents

INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 58. Percentage of overflowing litter bins reported by the community that are emptied within 24 hours	Open Space	Over 75% of overflowing litter bins reported by the community were emptied within 24 hours. The result is under target as the contractor was unable to deliver this service within the required timeframes.	100.00%	75.43%	
Si 59. Participation in Friends of Kingston groups	Open Space	A total of 168 people participated in Friends of Kingston groups during the 2023-24 financial year with 50 people attending in quarter four to help with planting and weeding.	118	168	

STRATEGIC DIRECTION:

Well-Governed

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

Well-Governed services

- Communications and engagement
- Council governance and administration
- Customer service
- Digital design and events
- Executive services
- Financial management
- Health, safety and wellbeing
- Human resources management
- Manage Council's property portfolio
- Procurement, fleet, insurance and contracts
- Property rating and collection services
- Provision of information technology services.



STRATEGIC INDICATORS

6.1.1 Hold ourselves to the highest standard of governance and integrity


INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 60. Percentage of Freedom of Information requests completed on time	Governance, Risk & Integrity	Of the 75 completed requests made under Freedom of Information (FOI), for the 2023-24 financial year. 67 (89.33%) 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.	80.00%	89.33%	...

6.1.2 Focus all of our decision-making on the long-term best interests of the Kingston community



INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 61. Percentage of Council decisions made at meetings closed to the public	Governance, Risk & Integrity	The City of Kingston made 231 of its 242 resolutions at meetings of council or delegated committee open to the public. 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.	5.50%	4.55%	...
Si 62. Community satisfaction with Council decisions made in the interest of the community	Governance, Risk & Integrity	Council has improved by four points from last year, and is two points higher than the Metropolitan average and nine points higher than the state average. The City of Kingston continues to work hard to make decisions in the best interest of our community. 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.	60.00	59.00	...

 On track
  Monitor
  Off-track
  Trend Indicators
  Annual Indicators



6.1.4 Openly report our progress and performance

INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 63. Percentage of Council Plan Annual Action Plan actions on track	Customer Experience & Corporate Performance	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.	90.00%	95.00%	

6.1.5 Actively seek broad community participation

INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 64. Number of consultation projects offered for community input	Advocacy, Communications & Engagement	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.	20	25	
Si 65. Satisfaction with community consultation and engagement	Advocacy, Communications & Engagement	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, and is 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.	59	58	

6.1.6 Deliver exceptional customer experiences

INDICATOR	DEPARTMENT	COMMENT	TARGET	RESULT	STATUS
Si 66. Percentage of Customer Care telephone calls resolved at the first point of contact	Customer Experience & Corporate Performance	A total of 79.50% of calls were resolved at 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 unable to be resolved in the first point of contact are transferred to relevant departments or return call requests are raised if a department is unable to be contacted.	80.00%	79.50%	
Si 67. Percentage of Councillor requests and complaints resolved within 14 days	Customer Experience & Corporate Performance	Of the 731 total councillor requests, councillor complaints and community complaints received during the period between April - June 2024, 67% were resolved within a 14 day period (10 business days). The demand on these services is reflective of the final months of the Councillor term and increased capture and awareness of community complaints.	55.00%	67.00%	



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Agenda Item No: 10.3

QUARTERLY ADVOCACY UPDATE

Contact Officer: Andrew Hockley, Advocacy Lead
Tracey Cheeseman, Manager Advocacy, Engagement and Communications

Purpose of Report

This report provides a quarterly update on recent Advocacy activities which support local projects and desired policy outcomes. It serves as a transparent record to our community of key advocacy activities, including meetings with elected officials.

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 September 2024 Advocacy update report.

1. Executive Summary

This report provides a quarterly update on Advocacy activities and outcomes in recent months.

Its focus is on reporting on how our advocacy efforts address our strategic goals of:

- Strengthening our reputation
- Developing internal capacity
- Targeting our effort for best impact.

2. Discussion

2.1 Advocacy Report

The attached September Advocacy Update outlines the range of advocacy activities pursued against those strategic objectives, in the three months to 1 September. In particular:

- LXRA and SRL discussions
- Building relationship capital with local parliamentarians
- Improving internal capacity and systems

3. Consultation

3.1 Internal Consultation:

- Internal stakeholders of the Advocacy team are involving advocacy team members at the early stages of strategic planning and implementation.
- Systems and tools aim to embed better communication and coordination of advocacy efforts and more transparent processes and effective action.

- Advocacy Lead has briefed most teams on priorities and ways of working and supported activities related to grants application, strategic communication with stakeholders, messaging and implementation of advocacy initiatives.

4. Compliance Checklist

4.1 Council Plan Alignment

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

Strategy: Actively seek broad community participation

The quarterly update provides a record of Council's advocacy activities.

4.2 Governance Principles Alignment

Engaging in Advocacy activities helps support a range of our Governance Principles as follows:

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

- Advocacy seeks to achieve improved outcomes for our community, particularly on large-scale infrastructure projects which will impact on future generations.

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

- Advocacy activities seek to support the economic sustainability of Kingston by sourcing co-operative funding from other levels of government, thereby reducing the financial impact on our ratepayers.

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

- Many of our advocacy positions are formed via community consultation to engage the community on strategic planning. Key examples including the SRL and Level Crossing Removal projects and master planning for recreation reserves.

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

- Council cannot deliver on its agenda alone and uses advocacy to build partnerships, secure funding support and seek to influence other levels of government.

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

- Advocacy activities seek to support the economic sustainability of Kingston by sourcing co-operative funding from other levels of government, thereby reducing the financial impact on our ratepayers.

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

- By providing regular updates on Advocacy activities, we provide our community with transparency on our priorities and actions.

Appendices

Appendix 1 - Advocacy Quarterly Report - September Quarter 2024 (Ref 24/238518) 



Author/s: Andrew Hockley, Advocacy Lead
Tracey Cheeseman, Manager Advocacy, Engagement and Communications

Reviewed and Approved By: Dan Hogan, General Manager Customer and Corporate Support

10.3

QUARTERLY ADVOCACY UPDATE

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WORKING

TOGETHER

Advocacy Update

September Quarter 2024

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Overview and highlights

The City of Kingston takes a strategic approach to partners and stakeholders, using advocacy to:

- a. Strengthen our reputation as a professional and effective partner with all levels of government
- b. Develop the organisation's internal knowledge, capability, and capacity to work closely and effectively with government and stakeholders
- c. Help us target our efforts for maximum impact and the best outcome.

Over the past 3 months, Council has focused its efforts on key relationships with Members of Parliament whose advice and support is pivotal in identifying, pursuing and successfully gaining State and Commonwealth Government funding support.

New funding opportunities are scarce at this time, given the Victorian Government's constrained budget situation and the limited number of grants programs currently on offer from the Commonwealth Government.

As the federal election nears and the Victorian Government passes the halfway mark of its term, we expect more funding opportunities may emerge in the fourth quarter of CY2024.

The most strategically significant and time-consuming advocacy programs continue to be Level Crossing Removal in Mordialloc, the Suburban Rail Loop structure plan process for Cheltenham and the Level Crossing Removal Project in Highett.

We continue to pursue our ambition to create 'Kingston Fields' at Dingley Village, on land adjacent to the Hawthorn FC complex. We have invested in the development of engineering and design solutions to try to ensure the Mordialloc Level Crossing Removal program delivers the best outcomes for the communities of Mordialloc and beyond.

Strengthening our reputation

Our positive relationship with government departments, parliamentarians and ministers depends on ensuring our organisation is a reliable, professional and communicative partner.

This quarter, to support those relationships, we have begun a program of providing regular updates, a direct point of contact for electorate staff who have queries or issues with Council, and regular opportunities to celebrate our work together in social media:

- **Monthly updates** for MPs include a summary of major projects planned or underway in each MP's electorate; upcoming events (e.g. including citizenship ceremonies, markets, performances arts events) and briefings on important topical items, such as election processes and dates; and a summary of the agenda for that week's council meeting. MP's offices have given positive feedback on the updates. Their direct feedback is that Kingston is both innovative and proactive in its pursuit of the relationship, and as a result, there are frequent requests for further information about information included in the update.
- **Point of contact.** Electorate staff of state and federal MPs frequently receive enquiries and complaints from constituents about issues that are the responsibility of Council. The Advocacy team operates as a 'concierge' for electorate staff to help them navigate our organisation, identify the most appropriate person or department to speak to, or directly answer simple queries to ensure electorate staff can in turn provide a timely service to their constituents. More than 40 matters have been dealt with in the quarter.
- **Social media and news outlet engagement.** Where a member of parliament has been involved with Council to initiate, help fund or deliver a major initiative, Council takes the opportunity to ensure the credit goes where it is due. We use social media and media releases whenever our advocacy has resulted in a newsworthy outcome. This quarter, we featured:
 - An announcement of funding for sports lighting at the Dane Road Oval with MPs Nick Staikos and Ryan Batchelor
 - Innovating housing solutions with a tour of Kingston social housing sites with Clare O'Neil MP and
 - Completion of the Cheltenham North Early Learning Centre, part-funded by state government, with Nick Staikos
 - The start of the ballot to name the new Aquatic Centre with Mark Dreyfus, supported by \$20m in Commonwealth funding
 - New Commonwealth funding for the Road Safety Black Spot at Rowan Road Dingley, with Mark Dreyfus
 - Annual Commonwealth Roads to Recovery funding at Parliament House Canberra with Mark Dreyfus.

High level relationships. Our close working relationship with the Victorian Government meant that when it launched its housing targets policy, it chose to do it in a municipality with which it has a positive and constructive relationship, as well as a mature approach and a successful track record of facilitating housing growth with sensible and innovative planning decisions. The Premier came to Cheltenham on 16 June to present her policy to the media and use one of our local developer projects to show what can be done.

We have provided formal, in-person briefings on key issues to each of our key parliamentary partners, and used each opportunity to present our medium to long-term objectives:

- Mark Dreyfus KC MP, Federal Member for Isaacs, Attorney General and Cabinet Secretary
- Brad Rowsell MP, Member for Sandringham, Shadow Treasurer
- Tim Richardson MP, Member for Mordialloc, Parliamentary Secretary for Suicide Prevention, Mental Health and Men's Behaviour Change
- Nick Staikos MP, Member for Bentleigh, Parliamentary Secretary to the Premier
- Ryan Batchelor MP, Member for Southern Metropolitan Region
- Zoe Daniel MP, Federal Member for Goldstein

Developing internal capacity

Our advocacy efforts need to be consistent, professional and leverage our strong and positive relationships. This quarter, we have taken a range of steps to embed our capabilities into sustainable practices and systems, including:

- **A relationship tracker** to record the daily interactions between people across our organisation and the MPs and key decision-makers to whom we need to present a consistent and professional face. The tracker will ensure we have a single view of every relationship and all critical meetings or contact. Every manager or executive who has contact with MPs will use the tracker to record that interaction so we have a repository with our most up to date contact, and all subsequent meetings or conversations can build on that shared information.
The tracker is being developed in house and will rely on existing technology at very little cost. Council team members who have interactions with key MPS or ministers only need to spend a minute or two recording the details in the simple user interface and the interaction forms a record that can be reviewed by others who also need to deal with that MP or minister to ensure they are not duplicating effort or missing opportunities.
- **Advocacy Working Group.** Every month, the Advocacy team convenes a working group of senior representatives from every operational division to share information, identify advocacy opportunities and report back on each other's activities to ensure a single view of

advocacy priorities and activities.

- **Communications Officer, Grants and Awards.** We have performed well in our pursuit of grants and awards, for the benefit of our finances and reputation. But to create the best and most sustainable outcomes, we are hiring a new staff member who will be dedicated to researching sources of grants and funding and looking for opportunities to showcase our successes at industry and sector awards. This role will be part of the Advocacy team.
- **Grants system.** In conjunction with the Economic Development team, we are engaging with providers of online grant management tools to see if it possible to augment our grant identification and application efforts and access some new sources of information about grant availability. This will be the responsibility of the Communications Officer, Grants and Awards, to ensure we capture every relevant grant opportunity, and present the case for funding as compellingly as possible.

Targeting our activities

By prioritising our advocacy resource to our most important objectives, we are more likely to succeed. In the September Quarter, our major activities focused on:

LXRP Mordialloc. Council worked closely with officers and parliamentarians who we believe can influence the outcomes of the level crossing removal program in Mordialloc.

Our advocacy has taken a number of forms:

- Direct discussions with officers of the Level Crossing Removal Authority (Mordialloc)
- Face-to-face advocacy with key parliamentary representatives, Tim Richardson MP and Mark Dreyfus MP
- Documents, plans and correspondence provided to the CEO of LXRA and the Minister for Transport Infrastructure, Danny Pearson MP.

Our advocacy has resulted in numerous modifications, revisions and improvements to the draft plan.

LXRP Highett. In June and July, Council developed a comprehensive urban design framework to support the works program planned for the Highett Level Crossing Removal Project. Public consultation has been extensive and the results of public feedback will go to Council in September, at which time, advocacy to LXRA and the responsible Ministers will commence.

SRL Cheltenham. Council developed an extensive response to the SRL key directions proposal and has provided it to SRL. Discussions with SRL officers, the CEO and the Minister for Transport Infrastructure are ongoing.

Australian Local Government Association National General Assembly. The City of Kingston was

represented at the National General Assembly between 2 and 4 July by the Mayor, Deputy Mayor and Cr Hadi Saab. This was an opportunity to meet with key ministers and members of parliament who can influence outcome on issues of interest and concern to the City of Kingston.

One of the major outcomes of the visit was the opportunity to open lines of communication with key people on the subject of Moorabbin Airport Planning issues and upcoming changes to the Commonwealth Aviation Act. The Mayor, Deputy Mayor and officers met with:

- Catherine King MP, Minister for Infrastructure and Chief of Staff
- Senator Glenn Sterle, Chair of the Parliamentary Transport Legislation Committee
- Senator Bridget McKenzie, Leader of the National Party in the Senate
- Sussan Ley MP, Deputy Leader of the Opposition
- Susan McDonald, National Party Senator.

In addition to these discussions, the Mayor, Deputy Mayor and officers met with Kate Chaney MP, Allegra Spender MP, Zoe Daniel MP, Anne Staley MP and the Hon Clare O'Neil

At the National General Assembly itself, the City of Kingston brought the following three motions, which were all carried:

Aviation

That:

1. *The Commonwealth Government commit to legislative changes of the Airports Act 1996 and Airports Regulation 1996, following the White Paper process, specifically to improve and protect General Aviation, across Australia and give specific consideration to:*
 - a. *The mechanisms needed in the legislation to ensure that Airport Strategic Planning actively prioritises the protection of Commonwealth Land for aviation related purposes.*
 - b. *The legislation embeds obligations on the Airport Lessee Company to ensure that aviation related businesses are prioritised to ensure commercial transactions on Commonwealth Land cannot undermine existing businesses or the needs of aviation for the life of the established Airport lease period.*
 - c. *The views held by State or Local Government with respect to the land use planning implications on Airport Land are given a much more elevated level of consideration in determinations on Draft Major Development Plans or Draft Airport Masterplans.*
 - d. *The establishment of independent expert review processes to aid the Commonwealth Minister in considering Draft Major Development Plans or Draft Airport Masterplans.*
2. *A thorough review be undertaken of all functions under the Airports Act 1996 and Airports Regulations 1996 requiring the Airport Lessee Company to provide advice, assess or determine any matters relating to considerations regarding the safety of Airfields and/or Development which is proposed to occur on them.*

Commonwealth Status Resolution Support Service

That:

The Commonwealth Status Resolution Support Service (SRSS) is an important agency that assists Asylum Seekers as they await decisions on their protection application.

However, the volume of applicants, strict criteria for SRSS eligibility and lengthy delays in visa processing mean that many applicants call on emergency assistance from not-for-profit organisations and local councils.

With dramatic cuts to the SRSS over recent years, this cost shifting is placing significant pressure on the sector at a time when resources are already stretched.

Asylum seekers make up a growing component of rough sleepers.

Changes to Aged Care

That:

The City of Kingston supports changes to Aged Care Act and is committed to provide aged care services into the future.

However, the implementation of new processes is rushed to the point where even relatively well-resourced organisations like our own have no ability to meet timelines for compliance.

In the case of many of the provisions, not even Department of Health and Aged Care officer can provide advice because they don't have the resources or information they need.

This is creating serious morale issues for our service leaders and uncertainty for our staff, clients, and their families.

We urge the Minister for Health and Aged Care to recognise the challenges being faced by aged care providers across the country and provide a longer transitional phase for the implementation of the changes.

Recent Government funding

Across our organisation, our relationship with the Commonwealth and Victorian Government delivers funding for an array of projects. These are the sources of funding announced or delivered since the last quarterly report.

Program	C'th or State	Status	Value	Comments
Aquatic Centre	C	Underway	\$20.0m over multiple years	Commonwealth contribution to the construction of the Mordialloc Aquatic and Leisure Centre
Road renewal	C	Underway	\$1.44m in 2024/25	Commonwealth <i>Roads to Recovery</i> funding for upgrading or refurbishment of local roads, totalling \$7,198,263 over the next 5 years
Road Safety Black Spot Funding	C	Planning	\$1,157m in 2024/25	Intersection of Rowan Road and Westall Road to be upgraded to address risk
Local Roads and Community Infrastructure	C	Underway	\$0.82m in 2024/25	Funding for otherwise unfunded maintenance on local roads
Public Libraries	S	Ongoing	\$1.082m in 2024/25	Annual Victorian Government funding for Kingston libraries.
North Cheltenham Early Years Centre	S	Complete	\$0.981m in 2023/24	Doubling the capacity of an important Council-owned early years centre
Walter Galt Pavilion	S	Planning	\$0.75m in 2024/25	Upgrade to the pavilion
Jack Grut Reserve Open Space Improvements	S	Early stages	\$0.75m in 2025/26	Upgrade to support aquatic precinct development
Mentone Heritage Station Building refurbishment	S	Design	\$0.39m in 2024/25	Refurbishment of station building as part of LXRP
Chelsea Bowls Club	S	Underway	\$0.15m in 2024/25	Lighting and Green upgrade

Current Grant Applications

Council currently has two grant applications lodged at the time of this report. We have applied for funding under the Commonwealth Department of Infrastructure's Thriving Suburbs Grant Program for two projects:

- Master plan implementation for Namatjira Park Clarinda (\$15m)
- Master plan implementation for Le Page Park Cheltenham (\$15m).

Forward look

In the December quarter, we expect many current issues to continue to be a priority for our advocacy efforts, particularly level crossing removals in Mordialloc and Highett, and the SRL project in Cheltenham and Heatherton.

New advocacy strategies will begin development for the following programs:

- Moorabbin Activity Centre, to ensure infrastructure and community needs are met as development gets underway to increase housing density in this zone.
- Further investment in Shared User Paths in pursuit of our sustainable transport objectives.

Appendix 1: Meeting log

The Mayor and officers of the City of Kingston met with key stakeholders, partners and members of parliament over the quarter. This log records the key meetings attended over the period.

Date	Meeting with	In attendance	Purpose
3 June	Nick Staikos MP Ryan Batchelor MP	Mayor CEO Officers	Launch sports Victorian Government funded sportsground lighting at Dane Road REserve
7 June	Mayor, City of Bayside	Mayor	Discuss Highett LXP, SRL Cheltenham
12 June	Tim Richardson MP	Mayor	Discuss Mordialloc LXP
13 June	Mayor, City of Bayside	Mayor Officers	Discuss Highett LXP
14 June	Mark Dreyfus KC MP	Mayor	Discuss Aquatic Centre and Moorabbin Airport
16 June	Premier of Victoria Ryan Batchelor MP	Mayor Officers	Discuss and announce Victorian Government housing targets
28 June	Mark Dreyfus KC MP	Mayor Officers	Announce Dingley Black Spot funding
10 July	Nick Staikos MP	Mayor Officers	Announce completion of Cheltenham North Early Years
11 July	Tim Richardson MP Chief of Staff to Victorian Minister for Community Sport	Mayor Officers	Discuss possible Victorian Government funding for Aquatic Centre
17 July	Tim Richardson MP	Mayor	Discuss Mordialloc LXP
25 July	Mayors of the Cities of Bayside, Boroondara and Glen Eira	Mayor	Discuss Victorian Government Planning issues
5 August	James Merlino, Chair SRL Corporation, Mayor, City of Greater Dandenong	Mayor	Discuss SRL

8 August	Executive, Monash University	Mayor Officers	Sustainability, Housing and Transport Infrastructure issues
9 August	Brad Rowsell MP	Mayor, Officers	Discuss SRL and Highett LXP
9 August	Zoe Daniel MP	Mayor, Officers	General discussion and overview of Kingston issues to initiate working relationship
22 August	Meng Heang Tak MP	Mayor, Officers	Announcement on works at Victory Road Reserve
26 August	Tim Richardson MP	Mayor	Discussion on Mordialloc LXP

11. Chief Finance Office Reports

Ordinary Council Meeting

23 September 2024

Agenda Item No: 11.1

FINANCE REPORT JUNE 2024 AND 2023/24 FINANCIAL STATEMENT AND PERFORMANCE STATEMENT

Contact Officer: Scott Moore, Manager Finance

Purpose of Report

The purpose of this report is to present to Council for adoption in principle the Annual Financial Report and Performance Statement for the 2023/24 financial year and to authorise their submission to the Victorian Auditor-General (VAGO). The report also presents the Governance and Management Checklist for adoption by Council and inclusion in the Annual Report.

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 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 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*;
4. Authorise Cr Davey-Burns (Mayor) and Peter Bean (Chief Executive Officer) to sign the Governance and Management Checklist.

1. Executive Summary

The Annual Financial Statements and Performance Statement for 2023/24 have been

- endorsed by Council's Audit and Risk Committee
- reviewed by the external auditors, the Victorian Auditor-General's Office, and their partners, HLB Mann Judd and are pending the Auditor-General's audit report.

The City of Kingston's net operating result for 2023/24 was a surplus of \$14.0 million which was \$12.9 million favourable to the budgeted surplus of \$1.1 million.

This favourable outcome to the adopted budget mainly reflects a combination of factors inclusive of:

1. Additional \$1.6 million in other income and settlements.
2. Income recognised from assets protection bond held for over 10 years (\$0.8 million).
3. Favourable interest income of \$1.8 million attributed to continuing high interest rates.
4. Higher operating grants (\$2.8 million) primarily due to \$2.3 million in Access Care and \$1.5 million in Family and Children's Centre with corresponding expenses.
5. Higher capital grants (\$1.8 million) in line with the profile of specific capital projects
6. Favourable User Fees (\$0.2 million) continuing from Active Kingston Waves memberships and entries, and Compliance & Amenity Parking meter income.
7. Contributions are higher by \$3.2 million, including non-monetary assets received in the form of Crown land and Crown buildings contributed to Council.
8. Employee cost savings (\$2.0 million) relating year end positive Annual leave and Long Service leave provisions adjustment.
9. This was offset by higher expenditure on materials and services (\$1.9 million) which was affected by increased demand, cost pressures and weather events.

2. Background

Pursuant to Section 99 of the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020*, Council's 2023/24 Annual Financial Report and Performance Statements have been prepared for adoption in principle and the authorisation of two Councillors and the Chief Executive Officer to certify the Statements having been reviewed and cleared by the Audit and Risk Committee and are pending the Auditor-General's audit report.

The Governance and Management Checklist underpins the preparation of the Statements and has been noted by the Audit and Risk Committee and has been prepared by Officers.

Copies of the Annual Financial Report and Performance Statements and the Governance and Management Checklist are attached.

3. Discussion

3.1 Financial Summary

The City of Kingston's net operating result for 2023/24 was a surplus of \$14.0 million which was \$12.9 million favourable to the budgeted surplus of \$1.1 million.

This favourable budget outcome reflects a combination of factors inclusive of:

1. Additional \$1.6 million in other income and settlements.
2. Income recognised from assets protection bond held for over 10 years (\$0.8 million).
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5. Higher capital grants (\$1.8 million) in line with the profile of specific capital projects.
6. Favourable User Fees (\$0.2 million) continuing from Active Kingston Waves memberships and entries, and Compliance & Amenity Parking meter income.
7. Contributions are higher by \$3.2 million, including non-monetary assets received in the form of Crown land and Crown buildings contributed to Council.

8. Employee cost savings (\$2.0 million) relating year end positive Annual leave and Long Service leave provisions adjustment.
9. This was offset by higher expenditure on materials and services (\$1.9 million) which was affected by increased demand, cost pressures and weather events.

3.2 Financial Statements

The 2023/24 Financial Statements are prepared in accordance with Australian Accounting Standards, the *Local Government Act 2020*, *Local Government (Planning and Reporting) Regulations 2020* and the Local Government Model Financial Report (LGMFR) published by Local Government Victoria as required by the Regulations.

The financial statements are a general purpose financial report comprising a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows, Statement of Capital Works and accompanying notes.

The following information is available:

- a. **Surplus** for the year is \$14.0 million, which is lower than the prior year result (\$32.7 million), primarily due to increased expenses
- b. **Capital works program** expenditure of \$70.5 million is 33% higher than budget due to early deliveries from 2024/25 to 2023/24, carry overs from 2022/23 to 2023/24, additional grants and economic conditions. An additional \$2.5 million spent on capital related projects (total capital related projects spent was \$73.0 million) was expensed in 2023/24 as the expenditure did not meet Kingston's capitalisation thresholds. This write-off was significantly lower than was provisioned in the budget (\$7 million) and the forecast (\$4 million), and was lower than historic levels, indicating improved processes for asset delivery.
- c. **Utilisation of cash** (total cash, equivalents and other financial assets) reduced from \$141.3 million to \$108.2 million in 2023/24 in line with the capital works program delivery and accrued grants income earned but not received

The final year end external audit was undertaken by HLB Mann Judd on behalf of the Victorian Auditor-General's Office, with the Auditor-General's audit report now pending.

The Audit and Risk Committee considered the financial year end process and financial and performance statements at its meeting on 11 September 2024, resolving to recommend to Council to adopt in principle the draft 2023/24 Financial Statements and Performance Statement as part of the Annual Report, subject to finalisation of the audit by the Auditor General's office.

Further details are provided below.

Rates & Charges

Rate and charges revenue of \$166.8 million were \$7.7 million higher than in 2022/23. The main contribution to this increase was the rate cap increase and higher waste fees. There was no interest on overdue rates in line with council's decision to not levy penalty interest in 2023/24.

Statutory Fees and Fines

Statutory Fees and Fines of \$9.3 million increased by \$0.9 million in 2023/24, principally associated with higher parking revenue activity.

User Fees

User Fees of \$22.5 million were \$0.9 million higher than the previous year. The main source of increase is associated with leisure centre and recreation (Waves Facility).

Grants – Operating

Operating Grants total \$52.6 million and increased by \$2.5 million compared to last year primarily due to Access Care additional grants with corresponding expenses. Financial assistance grants from the Commonwealth via the Victorian Local Government Grants Commission have not been recognised in 2023/24, as the grant for this financial year was received in 2022/23 and the 'early payment' for 2024/25 was not received until July 2024 and will be recognised in 2024/25. This unfavourable year on year impact for the Financial Assistance Grant is \$6.2m in 2023/24.

Grants and Subsidies – Capital

Capital Grants of \$9.6 million have decreased by \$9.2 million compared to last year and this pertains to the timing of projects.

Contributions – Monetary

In 2023/24, monetary contributions were \$6.8 million and lower by \$1.7 million than the previous year. This is due to reduced number of planning applications caused by construction market downturn and impacts of State Government planning approval scheme.

These developer cash contributions are transferred to reserve accounts that can be utilised by Council in the future to acquire and/or develop open space and stormwater improvements.

Other Income

Other Income totals \$8.4 million in 2023/24 which represents an increase of \$2.6 million from prior year levels. This was related to return of asset protection bonds and settlement income. Within this total, interest income on cash and investments was \$4.5 million and higher by \$0.3 million than in 2022/23 due to higher investment returns in a higher interest rate environment.

Employee Costs

In 2023/24, Kingston's employee costs of \$113.6 million were \$9.8 million higher than in 2022/23. The increase relates to growth, enterprise agreement increases, WorkCover increases and the superannuation guarantee charge.

Materials and Services

Materials and Services expenditure of \$111.0 million was \$9.8 million higher than the 2022/23 result and the main areas of increase related to aged services (in line with higher grants), parks and gardens and building maintenance.

Depreciation & Amortisation

In accordance with Australian Accounting Standard AASB 116 *Property, Plant and Equipment*, all non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the service potential of those assets. In 2023/24 \$37.9 million was taken up as a non-cash expense in the Income Statement compared with \$34.4 million last year which reflects the status of Council's Asset Register and Asset Accounting Policies.

Amortisation (intangibles, right of use assets)

Amortisation of intangibles and right of use assets totalled \$1.5 million and was in line with the prior year.

Balance Sheet

Current Assets

The Current Assets in the Balance Sheet have reduced by \$29.4 million during the 2023/24 financial year as financial assets were utilised in line with budget towards the delivery of the capital works program.

The balance of **total financial assets** (cash and investments) of \$108.2 million has been held for working capital, carried-forward capital works, dedicated approved council-reserves (\$52.5 million). Active cash management is a required area of focus as officers navigate the current high inflation environment.

Council's **trade and other receivables** slightly increased by \$2.2 million during the year. The balance of \$21.1 million at 30 June 2024 is primarily rates (\$14.8 million), and this is associated with the relevant properties within the municipality where council is a debtor of high legal standing, and funds will ultimately be recovered. Council has recently approved a more active role for officers in debt recovery and the application of penalty interest from 2024/25, and this is expected to improve the receivables balance over time. Within Council's overall receivable balance for 2023/24, is the net impact of \$7.4 million of provisions for doubtful debts.

Non-Current Assets

Council manages \$3.0 billion of physical assets at 30 June 2024. Australian Accounting Standard AASB 116 *Property, Plant and Equipment* requires that the carrying amount of all non-current assets be kept current. Property and Infrastructure assets have been revalued by Council Officers to their current replacement costs as at 30 June 2024 and this has contributed to an overall \$160.3 million increase in their book value. Property valuations were supported by an index-based valuation by Opteon, where both land and buildings were adjusted.

Current Liabilities

Current Liabilities of \$65.2 million have decreased by \$5.2 million, primarily relating to the reduction of unearned income and payables associated with payments made in the early part of 2023/24 that were accrued to 2022/23.

Provisions of \$21.9 million have decreased slightly during the year and mainly relating to improved leave balances.

Non-Current Liabilities include the non-current portion of Council's lease liabilities as per AASB 16 of \$8.8 million and the non-current portion of employee long service leave provision of \$1.8 million. These were broadly similar to the previous year.

Cash Flow Statement

In total, Council's cash holdings (excluding investments) have decreased by \$1.7 million during 2023/24 to \$17.4 million, largely due to a shift in the mix of cash vs long term investments held by Council at year end with pending payments and pending receipts. In summary:

- Net cash provided by operating activities is \$39.3 million, which is \$6.8 million lower than last year. This is impacted by the profile and timing of payments across multiple years.

- Net cash used in investing activities has reduced by \$0.7 million, largely reflecting changed cash flow requirements with net transfers from investments of \$13.4 million, but also higher spend of \$5.4 million on capital works.
- Net cash used in financing activities of \$1.5 million is in line with the previous year.

Performance Statement

The Local Government Performance Reporting Framework (LGPRF) is a mandatory reporting requirement under the *Local Government (Planning and Reporting) Regulations 2020*. The performance statement contains information about the performance of Council for the financial year and is a key section of the annual report whereby Council makes itself accountable to the community.

Commencing in 2014/15, the Victorian Government has introduced a mandatory system of performance reporting for councils which prescribes performance information to be included in councils' annual reports. Councils must describe the prescribed indicators and measures in the performance statement, so it is clear to the audience what is being measured.

In addition, the performance statement now includes the results achieved in relation to the prescribed service performance outcome, financial performance and sustainable capacity for the financial year and three preceding years. For the financial performance indicators and measures, the performance statement must also include the forecast results for four years based on the financial statements included in the budget.

Reporting trend information helps the community understand changes in council performance over time and acts as a point of reference for results. The regulations require that council must also provide an explanation of any material variations in the results between the current years and other years disclosed, to enable the reader to form an understanding of the reason for the variation.

The Act states that the performance statement must contain the prescribed indicators and measures of service performance outcome measures, financial performance, and sustainable capacity, and the results for each indicator.

Detailed commentaries of the outcomes are included in the attached Performance Statement.

Governance and Management Checklist

Council has documents or procedures in place to cover all of the Governance and Management Checklist items. This is consistent with the result for last year. Under the *Local Government (Planning and Reporting) Regulations 2020* the Governance and Management Checklist must be certified by the Mayor and CEO and be included in the Annual Report. The Governance and Management Checklist is attached to this report.

3.3 Council Plan Alignment

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

Direction - Look after the community's financial resources responsibly and efficiently.

3.4 Consultation/Internal Review

3.4.1 Independent Audit & Risk Committee Review

Council's Independent Audit & Risk Committee considered the 2023/24 Draft Annual Financial Report and Performance Statement on 11 September 2024. The Committee recommended to Council to adopt in principle the draft 2023/24 Financial Statements as part of the Annual Report, subject to finalisation of the audit by the Auditor General's office.

3.5 Operation and Strategic Issues

3.5.1 Management Representation to Council

The following representations are provided to Council by Management in connection with the external audit of the financial report and performance statement of Kingston City Council for the year ended 30 June 2024. The audit was undertaken for the purpose of the Auditor being able to obtain sufficient and appropriate audit evidence on which to express an opinion as to whether the financial report presents fairly, in all material respects in accordance with applicable Australian Accounting Standards, and the financial reporting requirements of the *Local Government Act 2020*, and whether the performance statement presents fairly in accordance with the requirements of the *Local Government Act 2020* and *Local Government (Planning and Reporting) Regulations 2020*.

We (Management) confirm that, to the best of our knowledge and belief, the representations we make below are based on information available to us, having made such enquiries as we considered necessary to appropriately inform ourselves on these matters.

Preparation of the financial report

We have fulfilled our responsibilities, as set out in the terms of the audit engagement dated 22 December 2023, for the preparation of the financial report in accordance with Australian Accounting Standards and the requirements of *Local Government Act 2020* and *Local Government (Planning and Reporting) Regulations 2020* in particular the financial report presents fairly, in all material respects.

1. We have prepared the financial report as a not-for-profit entity for the purpose of reporting under Australian Accounting Standards.
2. All transactions have been recorded in the accounting records and are reflected in the financial report.¹
3. Proper accounts and records of the transactions and affairs of the council and such other records as sufficiently explain the financial operations and financial position of the council have been kept in accordance with the *Local Government Act 2020*, where applicable.
4. The effects of uncorrected misstatements are immaterial, both individual and in the aggregate, to the financial report as a whole. A list of all uncorrected misstatements is attached to this representation letter (refer Attachment A)².

Access to information

5. We have provided you with:
 - a. access to all information of which we are aware that is relevant to the preparation of the financial report such as records, documentation and other matters
 - b. any additional information that you have requested from us for the purpose of the audit
 - c. unrestricted access to persons within the council from whom you determined it necessary to obtain audit evidence³

¹ [ASA 580 Written Representations](#)

² [ASA 450 Evaluation of Misstatements Identified During the Audit](#)

³ [ASA 580 Written Representations/ASA 210 Agreeing the Terms of Audit Engagements](#)

Controlled entities

6. We have undertaken a control assessment using the criteria outlined in AASB 10 *Consolidated Financial Statements*. Our assessment has not identified any controlled entities that require consolidation.

Joint arrangements

7. We have undertaken an assessment of our contractual arrangements to determine whether they are joint arrangements as per the requirements of AASB 11 *Joint Arrangements*. Our assessment has not identified any joint arrangements that require disclosure.

Investments in associates

8. We have undertaken an assessment of our contractual arrangements to determine whether they are investments classified as associates as per the requirements of AASB 128 *Investments in Associates and Joint Ventures*. Our assessment has not identified any joint arrangements that require accounting as per AASB 128 *Investments in Associates and Joint Ventures*.

Fraud disclosure

9. We have disclosed to you the results of our assessment of the risk that the financial report may be materially misstated as a result of fraud.⁴
10. We are not aware of any actual or suspected fraud affecting Kingston City Council that involves:
- a. management
 - b. employees who have significant roles in internal control or
 - c. others where the fraud could have a material effect on the financial report.⁴
11. We are not aware of any allegations (to the extent we are legally able to disclose these to you in accordance with the requirements of the *Independent Broad-based Anti-Corruption Commission Act 2011*) of fraud, or suspected fraud, affecting Kingston City Council financial report communicated by employees, former employees, analysts, regulators or others⁴.

Internal control

12. We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud and/or error⁴. We have established and maintained an adequate internal control structure to facilitate the preparation of a reliable financial report, and adequate financial records have been maintained. We have disclosed to you details of all deficiencies in internal control of which we are aware.

Formal representations from outsourced/shared services provider/s

13. We acknowledge that responsibility for the financial management and accountability of Kingston City Council remains with the accountable officer. Accordingly, we have obtained formal representation from the management of Kingston City Council confirming that no significant internal control or governance issues have been identified within their overall control environment and application systems that could affect the integrity of our financial transactions and balances for the period.

Legal

14. There are no known or suspected instances of non-compliance with laws or regulations whose effects should be considered when preparing the financial report.
15. There is no known actual or possible litigation and claims whose effects should be considered when preparing the financial report.
16. The Council has satisfactory title to all assets (excluding those assets held in the name of the Crown), and there are no liens or encumbrances on such assets nor has any asset, with the exception of right of use assets under finance lease, been pledged as collateral.

⁴ [*ASA 240 The Auditor's Responsibilities Relating to Fraud in an Audit of a Financial Report*](#)

**City of Kingston
Ordinary Council Meeting**

Agenda

23 September 2024

17. The Council has complied with all aspects of contractual agreements that would have a material effect on the financial report in the event of noncompliance.
18. The Council has been properly managed in accordance with the requirements of the *Local Government Act 2020*.
19. We have complied with, in all material respects, the requirements of the *Local Government Act 2020* for the establishment and keeping of relevant accounts, registers and other appropriate records.

Accounting estimates

20. We believe that the significant assumptions, judgements, methods and data we have used in making accounting estimates for inclusion in the financial report are reasonable, appropriately supported and, where required, disclosed to achieve recognition, measurement or disclosure that is reasonable in the context of the applicable financial reporting framework⁵.

Financial statement disclosures

21. The financial report discloses all significant accounting policies used in the preparation of the financial report. We considered the substance of the underlying transactions as well as their legal form in selecting the appropriate accounting policies and related disclosures for the financial report.
22. The following have been properly recorded and/or disclosed in the financial report:
 - a. arrangements involving restrictions on cash balances and line-of-credit or similar arrangements

Income and revenue

23. We have determined whether contracts and arrangements are within the scope of AASB 1004 *Contributions*, AASB 15 *Revenue from Contracts with Customers* and AASB 1058 *Income of Not-for-Profit Entities*; applying the relevant measurement and recognition requirements for each transaction.

Asset and liability fair values (including property, plant and equipment)

24. We consider the measurement methods, including related assumptions, used to determine fair values relating to assets and liabilities to be appropriate based on the nature and purpose of the asset/liability. These have been consistently applied and appropriately disclosed in the financial report.
25. We have considered the requirements of AASB 13 *Fair Value Measurement* relating to the fair value of property, plant and equipment. These assets have been valued on the basis that the highest and best use of the asset is obtained from its current use, taking into consideration what is physically possible, legally permissible and financially feasible. Our fair value assessment did not identify any internal or external events that would trigger a reassessment of the assets' highest and best use.
Further, we confirm that the assumptions used by us in the categorisation of observable and un-observable inputs within the fair value valuation hierarchy are reasonable and have been fully disclosed in accordance with the accounting standards and other applicable financial reporting requirements.
26. We have applied AASB 16 *Leases*. We have assessed whether our contracts are or contain a lease. For our leases we have recognised on the balance sheet a separate right of use asset (ROU) with an associated lease liability. We have applied the initial and subsequent measurement ROU asset and lease liability.
27. We have considered the requirements of AASB 136 *Impairment of Assets* when assessing the impairment of assets and in ensuring that no assets are stated in excess of their recoverable amount.
28. Asset useful lives have been reviewed and we are satisfied that they reflect the assets' expected period of use.

⁵ [ASA 540 Auditing Accounting Estimates and related disclosures](#)

**City of Kingston
Ordinary Council Meeting**

Agenda

23 September 2024

29. Allowances for depreciation have been adjusted for all important items of property, plant and equipment that have been abandoned or are otherwise unusable.

Related parties and key management personnel

30. We have determined who are the key management personnel of Kingston City Council in accordance with AASB 124 *Related Party Disclosures* and we are satisfied that our assessment is complete and appropriate.
31. We are satisfied that the compensation paid to key management personnel has been properly reported in Note 7.1(c) to the financial statements in accordance with AASB 124 *Related Party Disclosures*, and includes all required components of compensation.
32. We have not identified any significant transactions with government-related entities that would require disclosure in accordance with AASB 124 *Related Party Disclosures*.⁶
33. We are not aware of any non-government related parties (including any controlled entities), related party relationships or transactions which would require disclosure under AASB 124 *Related Party Disclosures*.⁶

Remuneration of other senior staff

34. We have disclosed the remuneration of all other senior staff in Note 7.1(d) as per the requirements of *Local Government (Planning and Reporting) Regulations 2020*. This includes all short-term, post-employment, other long-term benefits and any termination benefits.

Future plans

35. There were no material commitments for construction or acquisition of property, plant and equipment or to acquire other non-current assets, such as investments or intangibles, other than those disclosed in the financial report.
36. We have no plans or intentions that may materially affect the carrying values or classification of any assets and liabilities.

Going concern

37. We have assessed the Council's ability to continue as a going concern and believe there are reasonable grounds to believe that the entity will be able to pay its debts as and when they fall due.

Subsequent events

38. No events have occurred subsequent to the balance sheet date that would require adjustment to, or disclosure in, the financial report⁷.

Preparation of the performance statement

39. We have prepared and presented the performance statement in conformity with the requirements of *Local Government Act 2020* and *Local Government (Planning and Reporting) Regulations 2020*. We consider the indicators to present fairly the performance of the council.
40. All relevant matters have been recorded in the council's records and are reflected in the performance statement⁸.
41. We believe the effects of uncorrected misstatements are not material, both individually and in aggregate, to the performance statement taken as a whole. A list of all uncorrected misstatements is attached to this representation letter (refer Appendix A)⁸.
42. We acknowledge our responsibility for the design, implementation and maintenance of internal control to prevent and detect fraud and/or error. We have established and maintained an adequate internal control

⁶ [ASA 550 Related Parties](#)

⁷ [ASA 560 Subsequent Events](#)

⁸ [ASAE 3000 Assurance Engagements Other than Audits or Reviews of Historical Financial Information](#)

structure to facilitate the preparation of a reliable performance statement. We have disclosed to you details of all deficiencies in internal control of which we are aware⁸.

Publication of the financial report and performance statement

43. With respect to publication of the financial report and performance statement in hard copy, we will ensure that:
- a. the financial report and performance statement accurately reflects the audited financial report and performance statement and
 - b. the independent auditor's reports are reproduced accurately and in full.
44. The electronic presentation of the financial report and performance statement is our responsibility. Our responsibility includes ensuring that the electronic version of the financial report, the performance statement and the independent auditor's reports presented on the website are the same as the final signed version of the financial report, the performance statement and independent auditor's reports.
45. The Annual Report may include additional financial and/or non-financial information other than the financial report, the performance statement and the independent auditor's reports (referred to as 'other information'). With respect to other information that is included in the council's Annual Report, we have informed you of all the sections/separate documents that we expect to issue that may comprise other information. With regard to any other information that we have not provided to you prior to the date of the auditor's report, that we intend to prepare and issue such other information and that we expect to issue it by 3 October 2024 and will provide it to you to enable you to complete your required procedures.⁹
46. We have provided you with a copy of the printers' proof of the annual report or will provide a copy to you on 3 October 2024. We plan to publish our annual report on our website on 28 October 2024.

Other matters¹⁰

47. We have provided you with all requested information, explanations and assistance for the purposes of the audit.
48. We have provided you with all information required by the *Local Government Act 2020*.

Conclusion

We understand that your examination was made in accordance with the *Audit Act 1994* and Australian Auditing Standards and was, therefore, designed primarily for the purpose of expressing an audit opinion on the financial report and performance statement of the council taken as a whole, and that your tests of the financial records and other auditing procedures were limited to those which you considered necessary for that purpose.

4. Consultation

4.1 Internal Consultation:

There is ongoing contact between Finance and Departments on significant transactions and budget variances. Some of the central analysis of forecast trends has not been the subject of discussion with departments – these are central observations requiring validation and ELT is being provided an early awareness of these issues.

4.2 Community Consultation:

N/A

⁹ [ASA 720 The Auditor's Responsibilities Relating to Other Information](#)

¹⁰ [ASA 580 Written Representations](#)

5. Compliance Checklist

5.1 Council Plan Alignment

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

Strategy: Look after the community's financial resources responsibly and efficiently


5.2 Governance Principles Alignment


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


5.3 Risk considerations

The financial sustainability of council will be challenged by inflation and budget pressures, and this requires active management from council and officers.

Appendices

Appendix 1 - Annual Accounts 30 June 2024 version at 28 August 2024 under auditors review (Ref 24/243109)  [↓](#)

Appendix 2 - Performance Statement 30 June 2024 version at 28 August 2024 under auditors review (Ref 24/243110)  [↓](#)

Appendix 3 - Governance Management Checklist (Ref 24/147392)  [↓](#)

Author/s: Scott Moore, Manager Finance

Reviewed and Approved By: Bernard Rohan, Chief Finance Officer

11.1

FINANCE REPORT JUNE 2024 AND 2023/24 FINANCIAL STATEMENT AND PERFORMANCE STATEMENT

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2	Performance Statement 30 June 2024 version at 28 August 2024 under auditors review	259
3	Governance Management Checklist	283



Annual Financial Report

For the Year Ended 30 June 2024

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Financial Report

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: 23 September 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: 23 September 2024
Location: Cheltenham, Victoria

Cr Georgina Oxley
Councillor

Dated: 23 September 2024
Location: Cheltenham, Victoria

Peter Bean
Chief Executive Officer

Dated: 23 September 2024
Location: Cheltenham, Victoria

Victorian Auditor-General's Report

2 pages reserved for VAGO report – to be inserted when available.

Financial Statements

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	9,576	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	8,390	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	716	724
Net loss on disposal of property, infrastructure, plant and equipment	3.6	262	2,289
Total expenses		265,514	244,603
Surplus for the year		13,974	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		136,778	(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	21,922	22,818
Lease liabilities	5.8	948	802
Total current liabilities		65,174	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		75,825	80,842
Net assets		3,031,145	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		3,031,145	2,894,366

The above balance sheet should be read in conjunction with the accompanying notes.

Statement of Changes in Equity

For the Year Ended 30 June 2024

2024	Note	Total \$'000	Accumulated Surplus \$'000	Asset Revaluation Reserve \$'000	Other Reserves \$'000
Balance as at 1 July 2023		2,894,366	1,506,008	1,336,024	52,334
Surplus for the year		13,974	13,974	-	-
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		3,031,144	1,519,842	1,458,828	52,474

2023	Note	Total \$'000	Accumulated Surplus \$'000	Asset Revaluation Reserve \$'000	Other Reserves \$'000
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		8,731	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
Employee costs		(113,141)	(102,928)
Materials and services		(116,727)	(115,992)
Trust funds and deposits repaid		(3,410)	(1,895)
Net cash provided by operating activities	9.2	39,274	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		(997)	(1,007)
Net cash (used) by financing activities		(1,466)	(1,452)
Net 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.

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 Report

For the Year Ended 30 June 2024

Notes to the Financial Statements

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.

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:

Notes to the Financial Report

For the Year Ended 30 June 2024

Significant accounting policies (cont'd)

- 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.

Notes to the Financial Report

For the Year Ended 30 June 2024

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	9,576	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	8,390	4,829	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	716	(66)	(10.2%)	F	8
Net loss on disposal of property, infrastructure, plant and equipment	-	262	(262)	(100.0%)	U	9
Total Expenses	266,306	265,514	792	0.3%	F	
Surplus (deficit) for the year	1,081	13,974	12,893	1233.6%	F	

Notes to the Financial Report

For the Year Ended 30 June 2024

Note 2.1 Performance against budget (cont'd)

2.1.1. Income and Expenditure (cont'd)

Explanation of material variances

Ref	Item	Explanation
1	Grants - Operating	Operating grants are \$2.8 million favourable to budget. This includes \$2.3 million Access Care 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 (LRCI) 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 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.

Notes to the Financial Report

For the Year Ended 30 June 2024

Note 2.1 Performance against budget (cont'd)

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	2477.6%	F	1
Total Land	155	3,995	3,840	2478%	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 Report

For the Year Ended 30 June 2024

Note 2.1 Performance against budget (cont'd)

2.1.2 Capital Works (cont'd)

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 \$15.2million 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 \$4.5million 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 was \$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.

Notes to the Financial Report

For the Year Ended 30 June 2024

Note 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.

Planning and Place Division

Planning and Place Division comprised 4 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 Amenities* 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 5 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 5 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.

Customer and Corporate Support Division

Customer and Corporate Support Division comprised 5 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.

Notes to the Financial Report

For the Year Ended 30 June 2024

Note 2.2.1 Analysis of Council results by program (cont'd)

Customer and Corporate Support Division (cont'd)

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	Expenses	Surplus/ (Deficit)	Grants included in income / revenue	Total assets
	\$'000	\$'000	\$'000	\$'000	\$'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	43,544	153,025	12,158	-
	279,488	265,514	13,974	62,142	3,106,970

	Income / Revenue	Expenses	Surplus/ (Deficit)	Grants included in income / revenue	Total assets
	\$'000	\$'000	\$'000	\$'000	\$'000
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 Report

For the Year Ended 30 June 2024

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	0	(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.

Notes to the Financial Report

For the Year Ended 30 June 2024

Note 3 Funding for the delivery of our services (cont'd)

3.3 User fees

	2024	2023
	\$'000	\$'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.

3.4 Funding from other levels of government

	2024	2023
	\$'000	\$'000
Grants were received in respect of the following:		
Summary of grants		
Commonwealth funded grants	42,187	41,850
State funded grants	19,954	31,960
Total grants received	62,141	73,810

a) Operating grants

Recurrent - Commonwealth Government

Financial Assistance Grants (*see next page)	238	6,353
Access Care	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

Access Care	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

Notes to the Financial Report

For the Year Ended 30 June 2024

	2024 \$'000	2023 \$'000
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
b) Capital grants		
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	68	17
Total non-recurrent grants	8,758	17,033
Total capital grants	9,576	18,776
Total Grants	62,141	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 Report

For the Year Ended 30 June 2024

	2024	2023
Income recognised under AASB 1058 <i>Income of Not-for-Profit Entities</i>	\$'000	\$'000
General purpose	238	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
	62,141	73,810

d) Unspent grants received on condition that they be spent in a specific manner

	2024	2023
Operating	\$'000	\$'000
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	\$'000	\$'000
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.

Notes to the Financial Report

For the Year Ended 30 June 2024

Note 3 Funding for the delivery of our services (cont'd)

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
	3,841	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 Report

For the Year Ended 30 June 2024

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	9,657	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 contributions	10,663	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.

Notes to the Financial Report

For the Year Ended 30 June 2024

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.

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 Depreciation – Right of use assets

	2024 \$'000	2023 \$'000
Property	84	125
Vehicles	632	493
Waste	450	450
Equipment	82	80
Total Depreciation – 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.

Notes to the Financial Report

For the Year Ended 30 June 2024

Note 4 The cost of delivering services (cont'd)

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	2023
	\$'000	\$'000
Interest – Lease Liabilities	469	445
Total borrowing costs	469	445

4.9 Other expenses

	2024	2023
	\$'000	\$'000
Auditors' remuneration (VAGO) – audit of the financial statements, performance statement and grant acquittals	63	66
Auditors' remuneration – internal audit	162	131
Councillor Allowances	491	527
Total other expenses	716	724

Notes to the Financial Report

For the Year Ended 30 June 2024

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.

Notes to the Financial Report

For the Year Ended 30 June 2024

Note 5 Our financial position (cont'd)

5.1 Financial assets (cont'd)

(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

(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

Notes to the Financial Report

For the Year Ended 30 June 2024

Note 5 Our financial position (cont'd)

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

Notes to the Financial Report

For the Year Ended 30 June 2024

	Software	Total
	\$'000	\$'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

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

Notes to the Financial Report

For the Year Ended 30 June 2024

(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

Contract liabilities

	2024 \$'000	2023 \$'000
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

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 range of capital projects. These included the grants received for construction of Walter Galt Female friendly Pavilion upgrade (\$ 675K), 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.

Notes to the Financial Report

For the Year Ended 30 June 2024

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	7,302
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

	Employee Leave \$'000	Landfill restoration \$'000	Parking Refunds \$'000	Personal Leave Bank \$'000	Total \$'000
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

	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

Notes to the Financial Report

For the Year Ended 30 June 2024

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

	2024 \$'000	2023 \$'000
Other provisions		
Current provisions expected to be wholly settled within 12 months		
Landfill restoration	598	817
Personal leave bank	120	112
Parking Refunds	1,219	1,219
	1,936	2,148
Total current provisions	21,922	22,818

	2024 \$'000	2023 \$'000
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.

Notes to the Financial Report

For the Year Ended 30 June 2024

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 2000 hours at the Band 6B rate of pay.

5.6 Financing arrangements

	2024	2023
	\$'000	\$'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.

Note 5 Our financial position (cont'd)

Notes to the Financial Report

For the Year Ended 30 June 2024

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

Note 5 Our financial position (cont'd)

Notes to the Financial Report

For the Year Ended 30 June 2024

5.7 Commitments

(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 1 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

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:

Notes to the Financial Report

For the Year Ended 30 June 2024

- 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	390	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
Lease Liabilities	2024 \$'000	2023 \$'000			
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			

Note 5 Our financial position (cont'd)

Notes to the Financial Report

For the Year Ended 30 June 2024

5.8 Leases (cont'd)

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.

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.

Notes to the Financial Report
For the Year Ended 30 June 2024

Note 6 Assets we manage

6.1 Non-current assets classified as held for sale

	2024	2023
	\$' 000	\$' 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

Notes to the Financial Report

For the Year Ended 30 June 2023

Note 6 Assets we manage (cont'd)

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 (Net) \$'000	Depreciation \$'000	Disposal \$'000	Write-off \$'000	Transfers \$'000	Adjustment in the opening balance \$'000	Carrying amount 30 June 2024 \$'000
Property	1,833,377	21,979	3,414	(31,513)	(9,081)	(298)	-	40,170	-	1,858,048
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	122,804	(37,881)	(298)	(56)	1,910	(301)	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

Notes to the Financial Report

For the Year Ended 30 June 2023

Note 6 Assets we manage (cont'd)

6.2 Property, infrastructure, plant and equipment (cont'd)

a) Property	Land Under Roads \$'000	Land - specialised \$'000	Land - non specialised \$'000	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
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	-	39,407	-	-	39,407	(36,169)	4,745
Adjustment in the opening balance	-	(7)	-	(7)	-	-	-	-	-	-	(7)
	(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 Report

For the Year Ended 30 June 2024

Note 6 Assets we manage (cont'd)

6.2 Property, infrastructure, plant and equipment (cont'd)

(b) Plant and Equipment	Heritage plant and equipment	Plant machinery	Fixtures fittings and furniture	Computers and telecomms	Library books	Total plant and equipment
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
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
Adjustment in the opening balance	-	-	-	(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

Notes to the Financial Report

For the Year Ended 30 June 2024

Note 6 Assets we manage (cont'd)

6.2 Property, infrastructure, plant and equipment (cont'd)

(c) Infrastructure	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
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 Report

For the Year Ended 30 June 2024

Note 6 Assets we manage (cont'd)

6.2 Property, infrastructure, plant and equipment (cont'd)

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
<i>Other plant and equipment</i>			
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
<i>Other Infrastructure</i>			
Recreational, leisure and community facilities	20-150	-	20
Parks, open space and streetscapes	10-50	N/A	20
Off streetcar parks	25-100	-	50
Other	25-100	-	50

Notes to the Financial Report

For the Year Ended 30 June 2024

Note 6 Assets we manage (cont'd)

6.2 Property, infrastructure, plant and equipment (cont'd)

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 Report

For the Year Ended 30 June 2024

Note 6 Assets we manage (cont'd)

6.2 Property, infrastructure, plant and equipment (cont'd)

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 a 3-year 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		

Notes to the Financial Report

For the Year Ended 30 June 2024

Note 6 Assets we manage (cont'd)

6.2 Property, infrastructure, plant and equipment (cont'd)

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 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 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 25 years to 122 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

Notes to the Financial Report

For the Year Ended 30 June 2024

Note 6 Assets we manage (cont'd)

6.3 Investment property

	2024	2023
	\$'000	\$'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 Report

For the Year Ended 30 June 2024

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

Notes to the Financial Report

For the Year Ended 30 June 2024

Note 7 People and relationships (cont'd)

7.1 Council and key management remuneration (cont'd)

(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	214	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 -\$ 329,000	2	-
\$ 390,000-\$ 399,999	-	1
\$ 410,000 - \$ 419,000	1	-
	17	17

Notes to the Financial Report

For the Year Ended 30 June 2024

Note 7 People and relationships (cont'd)

(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	502	312
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 Report

For the Year Ended 30 June 2024

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.

Notes to the Financial Report

For the Year Ended 30 June 2024

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 Report

For the Year Ended 30 June 2024

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).

Notes to the Financial Report

For the Year Ended 30 June 2024

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 Report

For the Year Ended 30 June 2024

Note 8 Managing uncertainties (cont'd)

8.3 Financial instruments (cont'd)

(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 1 to 2 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.

Notes to the Financial Report

For the Year Ended 30 June 2024

Note 8 Managing uncertainties (cont'd)

8.4 Fair value measurement (cont'd)

Asset class	Revaluation frequency
Land	Annually
Land under roads	Annually
Buildings	Annually
Heritage and culture	Annually
Roads	Annually
Drainage	Annually
Other infrastructure	Annually

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 Report

For the Year Ended 30 June 2024

Note 9 Other matters

9.1 Reserves

	Balance at beginning of reporting period \$'000	Increase (decrease) \$'000	Balance at end of reporting period \$'000
(a) Asset revaluation reserve			
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.

Notes to the Financial Report

For the Year Ended 30 June 2024

Note 9 Other matters (cont'd)

9.1 Reserves (cont'd)

	Balance at beginning of reporting period \$'000	Transfer from Accumulated Surplus \$'000	Transfer to Accumulated Surplus \$'000	Balance at end of reporting period \$'000
(b) Other reserves				
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 Report

For the Year Ended 30 June 2024

Note 9 Other matters (cont'd)

9.2 Reconciliation of cash flows from operating activities to surplus

	2024 \$'000	2023 \$'000
Surplus for the year	13,974	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	1,248	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	(3,668)	(2,287)
(Increase)/decrease in prepayments	299	193
Increase/(decrease) in trade and other payables	(2,901)	(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	176	(6,998)
Net cash provided by operating activities	39,274	46,070

Notes to the Financial Report

For the Year Ended 30 June 2024

Note 9 Other matters (cont'd)

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.

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.

Notes to the Financial Report

For the Year Ended 30 June 2024

Note 9 Other matters (cont'd)

9.3 Superannuation (cont'd)

(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.

9.3 Superannuation (cont'd)

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

Notes to the Financial Report

For the Year Ended 30 June 2024

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 benefits	11.0% (2023:10.5%)	174	233
Vision super	Accumulation	11.0% (2023:10.5%)	4,683	4,318

Notes to the Financial Report

For the Year Ended 30 June 2024

9.3 Superannuation (cont'd)

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.

Note 10 Change in accounting policy

There have been no changes to accounting policies in the 2023-24 year.

There are no pending accounting standards that are likely to have a material impact on Council.



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: 23 September 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: 23 September 2024

Cr Georgina Oxley

Councillor

Dated: 23 September 2024

Peter Bean

Chief Executive Officer

Dated: 23 September 2024

Victorian Auditor – General’s Office Audit Report

2 pages reserved for VAGO report – to be inserted when available

2 pages reserved for VAGO report – to be inserted when available

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 Health 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.

Service Performance Indicators

For the Year Ending 30 June 2024

Service / Indicator / measure [formula]	Results					Comment
	2021	2022	2023	2024		
	Actual	Actual	Actual	Target as per budget	Actual	
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.
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 Domestic Animals Act 1994, 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

Service / Indicator / measure [formula]	Results					Comment
	2021	2022	2023	2024		
	Actual	Actual	Actual	Target as per budget	Actual	
						is within the range expected by Council.
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] x100	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					Comment
	2021	2022	2023	2024		
	Actual	Actual	Actual	Target as per budget	Actual	
Libraries Participation						
Library membership [Number of registered library members / Population] x100	NA	NA	NA	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] x100	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] x100	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.
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] x100	98.64%	98.72%	98.81%	96.55%	98.97%	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

Results						
Service / Indicator / measure [formula]	2021	2022	2023	2024		Comment
	Actual	Actual	Actual	Target as per budget	Actual	
						company on behalf of the Victorian Government.
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] x100	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.
Waste Management 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] x100	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

Results						
Service / Indicator / measure [formula]	2021	2022	2023	2024		Comment
	Actual	Actual	Actual	Target as per budget	Actual	
						expected in its 2023/24 Budget.

Financial Performance Indicators

For the Year Ending 30 June 2024

Dimension/indicator / measure	2021	2022	2023	2024		2025	2026	2027	2028	Material Variations and Comments
	Actual	Actual	Actual	Target as per budget	Actual	Forecast	Forecast	Forecast	Forecast	
Efficiency										
Expenditure level										
Expenses per property assessment [Total expenses / Number of property assessments]	\$2,753.62	\$2,900.54	\$3,176.58	\$3,423.00	\$3,388.42	\$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.
Revenue level										
Average rate per property assessment [Sum of all general rates and municipal charges / Number of property assessments]	\$1,767.84	\$1,796.98	\$1,825.99	\$1,882.85	\$1,870.64	\$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.
Liquidity										
Working capital										
Current assets compared to current liabilities [Current assets / Current liabilities] x100	238.03%	195.22%	235.35%	166.6%	209.01%	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.

Dimension/indicator / measure	2021	2022	2023	2024		2025	2026	2027	2028	Material Variations and Comments
	Actual	Actual	Actual	Target as per budget	Actual	Forecast	Forecast	Forecast	Forecast	
Unrestricted cash										
Unrestricted cash compared to current liabilities [Unrestricted cash / Current liabilities] x100	195.50%	151.53%	184.60%	74.80%	132.49%	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. Note the forecast indicators have been restated from the Adopted 2024/25 Budget values to correct a formula error discovered in the Budget.
Obligations Loans and borrowings										
Loans and borrowings compared to rates [Interest bearing loans and borrowings / Rate revenue] x100	0.48%	0.00%	0.00%	0.00%	0.00%	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. Note the forecast indicators have been restated from the Adopted 2024/25 Budget values to correct a formula error discovered in the Budget.

Dimension/indicator / measure	2021	2022	2023	2024		2025	2026	2027	2028	Material Variations and Comments
	Actual	Actual	Actual	Target as per budget	Actual	Forecast	Forecast	Forecast	Forecast	
Loans and borrowings repayments compared to rates [Interest and principal repayments on interest bearing loans and borrowings / Rate revenue] x100	1.00%	0.45%	0.00%	0.00%	0.00%	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. Note the forecast indicators have been restated from the Adopted 2024/25 Budget values to correct a formula error discovered in the Budget.
Indebtedness										
Non-current liabilities compared to own source revenue [Non-current liabilities / Own source revenue] x100	6.85%	5.76%	5.38%	3.80%	5.14%	17.38%	28.80%	26.51%	24.71%	This indicator has decreased slightly this year 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.
Asset renewal and upgrade										
Asset renewal and upgrade compared to depreciation [Asset renewal and asset upgrade expense / Asset depreciation] x100	101.21%	114.91%	111.10%	92.70%	126.86%	128.90%	136.84%	85.22%	78.11%	This indicator has increased this year 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.

Dimension/indicator / measure	2021	2022	2023	2024		2025	2026	2027	2028	Material Variations and Comments
	Actual	Actual	Actual	Target as per budget	Actual	Forecast	Forecast	Forecast	Forecast	
Operating position										
Adjusted underlying result										
Adjusted underlying surplus (or deficit)	6.10%	9.12%	6.03%	-2.60%	-1.92%	-4.19%	-6.51%	-5.89%	-4.61%	<p>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%.</p> <p>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.</p> <p>Note the forecast indicators have been restated from the Adopted 2024/25 Budget values to correct a formula error discovered in the Budget.</p>
[Adjusted underlying surplus (deficit) / Adjusted underlying revenue] x100										
Stability										
Rates concentration										

Dimension/indicator / measure	2021	2022	2023	2024		2025	2026	2027	2028	Material Variations and Comments
	Actual	Actual	Actual	Target as per budget	Actual	Forecast	Forecast	Forecast	Forecast	
<i>Rates compared to adjusted underlying revenue</i> <i>[Rate revenue / Adjusted underlying revenue] x100</i>	64.32%	63.75%	61.13%	56.40%	64.02%	63.92%	64.48%	63.56%	63.37%	<p>The indicator has increased slightly with revenue varying for some services in this financial year. The forecast trend is for this indicator to remain relatively consistent.</p> <p>Note the forecast indicators have been restated from the Adopted 2024/25 Budget values to correct a formula error discovered in the Budget.</p>
Rates effort										
<i>Rates compared to property values</i> <i>[Rate revenue / Capital improved value of rateable properties in the municipality] x100</i>	0.22%	0.23%	0.20%	0.19%	0.20%	0.21%	0.22%	0.23%	0.23%	<p>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.</p>

Sustainable Capacity Indicators

For the Year Ending 30 June 2024

Indicator / measure [formula]	Results				Comments
	2021 Actual	2022 Actual	2023 Actual	2024 Actual	
Population					
Expenses per head of municipal population [Total expenses / Municipal population]	\$1,249.04	\$1,388.42	\$1,529.77	\$1,621.71	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 / Kilometers 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					

Indicator / measure [formula]	Results				Comments
	2021 Actual	2022 Actual	2023 Actual	2024 Actual	
Relative Socio-Economic Disadvantage <i>[Index of Relative Socio-Economic Disadvantage by decile]</i>	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 <i>[Number of permanent staff resignations and terminations / Average number of permanent staff for the financial year] x100</i>	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 Aboriginal Heritage Act 2006
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 authorized 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
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 authorized 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

Key term	Definition
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 site
unrestricted cash	means all cash and cash equivalents other than restricted cash

Governance and Management Checklist 2023–24

Governance and Management Items	✓	Date	Related Documents
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
7. Risk Policy (policy outlining Council's	✓	15/05/2023	Kingston's Risk Management Policy commenced on 15 May 2023, outlining Council's commitment and approach to managing and

Governance and Management Items	✓	Date	Related Documents
commitment and approach to minimising the risks to Council's operations)			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 <i>ISO 31000:2018</i> .
8. Fraud Policy (policy outlining Council's commitment and approach to minimising the risks to Council's operations)	✓	15/09/2022	<p>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>.</p> <p>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.</p> <p>kingston.vic.gov.au/council/council-documents/plans-policies-and-reports/fraud-and-corruption-policy</p>
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	<p>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>).</p> <p>Council attended the following MEMPC meetings during the 2023–24 reporting period:</p> <ul style="list-style-type: none"> • 05 September 2023 • 13 December 2023 • 06 March 2024 • 05 June 2024 <p>kingston.vic.gov.au/council/council-documents/plans-policies-and-reports/municipal-emergency-management-planning</p>
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	<p>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.</p> <p>kingston.vic.gov.au/council/council-documents/plans-policies-and-reports/procurement-policy</p>
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	<p>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.</p> <p>The plan sets out the actions that will be undertaken to ensure that key services continue to operate in the event of a disaster.</p>
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	<p>The Disaster Recovery Plan sets out the actions that will be undertaken to recover and restore business capability in the event of a disaster.</p>

Governance and Management Items	✓	Date	Related Documents
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 <i>ISO 31000:2018</i> .
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
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.

Governance and Management Items	✓	Date	Related Documents
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
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	✓	26/04/2024	Kingston City Council's Instrument of Sub-Delegation by Chief Executive Officer (CEO) to Staff demonstrates Council's

Governance and Management Items	✓	Date	Related Documents
functions of Council and the Chief Executive Officer that have been delegated to members of staff)			<p>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>.</p> <p>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.</p> <p>kingston.vic.gov.au/council/council-documents/plans-policies-and-reports/instrument-of-sub-delegation-by-the-ceo-to-staff</p>
27. Meeting Procedures (Governance Rules governing the conduct of meetings of Council and delegated committees)	✓	26/03/2024	<p>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.</p> <p>kingston.vic.gov.au/council/council-documents/plans-policies-and-reports/governance-rules</p>

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:

Cr Jenna Davey-Burns
Mayor
 Date:

