

# Agenda

## Ordinary Council Meeting

**Monday, 28th April 2025**

Commencing at 7:00pm  
Council Chamber  
1230 Nepean Highway, Cheltenham

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

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

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

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

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

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

هذا جدول الأعمال لاجتماع مجلس البلدية. للحصول على المساعدة فيما يتعلق بأي بند من بنود الجدول 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

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

**Peter Bean**  
Chief Executive Officer  
Kingston City Council



## **ACKNOWLEDGEMENT OF COUNTRY**

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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**

**28 April 2025**

**Notice** is given that a Meeting of Kingston City Council will be held at Council Chamber, 1230 Nepean Highway, Cheltenham at 7:00pm on Monday, 28 April 2025.

**1. Apologies**

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

Minutes of Ordinary Council Meeting 24 March 2025

**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**

Save/Replace the Underpass Crossing Near the Train Stable at Mordialloc

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

**6. Question Time**

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# 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](http://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, 24th March 2025**

**City of Kingston  
Ordinary Council Meeting**

**Minutes**

**24 March 2025**

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**City of Kingston  
Ordinary Council Meeting**

**Minutes**

**24 March 2025**

The meeting commenced at 7:02pm in the Council Chamber, 1230 Nepean Highway, Cheltenham.

**Present:** Cr Georgina Oxley (Mayor)  
Cr Chris Howe (Deputy Mayor)  
Cr Jane Agirtan  
Cr Kirralee Ashworth-Collett (attended online)  
Cr Tony Athanasopoulos  
Cr Georgia Erevnidis  
Cr Chris Hill  
Cr Tess Law  
Cr Sarah O'Donnell  
Cr Hadi Saab  
Cr Caroline White

**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  
Jaclyn Murdoch, Manager City Development  
Kelly Shacklock, Manager Governance, Risk and Integrity  
Sharon Lozsan, Team Leader Council Governance  
Jessica Baguley, Governance Officer  
Gabrielle Pattenden, Governance Officer  
Laura McLean, Communications Advisor

**1. Apologies**

There were no apologies submitted to the meeting.

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

**Moved: Cr Agirtan**

**Seconded: Cr Howe**

That the Minutes of the Special Council Meeting held on 24 February 2025 and the Ordinary Council Meeting held on 24 February 2025 be confirmed.

**CARRIED**

**FOR:** Crs Agirtan, Ashworth-Collett, Athanasopoulos, Erevnidis, Hill, Howe, Law, Oxley, O'Donnell, Saab and White (11)

**AGAINST:** Nil (0)

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

There were no Conflicts of Interest submitted to the meeting.



**City of Kingston  
Ordinary Council Meeting**

**Minutes**

**24 March 2025**

**4. Petitions**

Nil

**5. Delegates' Reports**

Cr O'Donnell reported on her attendance at the 2025 Municipal Association of Victoria Convention.

Cr Saab reported on his attendance at a meeting of the Local Government Mayoral Taskforce Supporting People Seeking Asylum.

**Councillor Statements**

Cr O'Donnell made a statement regarding a fundraising initiative, Laps for Life, undertaken by young local community members in aid of youth suicide prevention.

Cr Law made a statement acknowledging the following:

- Recent festivals and events including the Mordialloc Jazz Orchestra and Big Bands festival, the Mordi Summer Music and Market festival and Mordifest
- The continuing Mordialloc Aquatic Centre and Level Crossing Removal Project works
- International Women's Day
- Upcoming events including the Pet Expo and Wall to Wall Festival

**Presentation of Awards**

Nil

**Note:** O'Donnell requested through the Chair and was granted an extension of time of two minutes to speak.

**Moved: Cr Hill**

**Seconded: Cr O'Donnell**

That the delegates' reports and Councillor statements be received.

**CARRIED**

**FOR:** Crs Agirtan, Ashworth-Collett, Athanasopoulos, Erevnidis, Hill, Howe, Law, Oxley, O'Donnell, Saab and White (11)

**AGAINST:** Nil (0)

**6. Question Time**

Question time was held at 7.12pm.

**Note:** 47 questions received and assessed against the Governance Rules. Ten questions were not accepted due to non-compliance; one question was repetitive of a question already asked and answered, two questions were disallowed as submitter did not complete the submission in full, three questions was considered to embarrass an Councillor and four questions exceeded the question limit for an individual. Preambles submitted with questions were not read out. In accordance with clause 39.9 of the Governance Rules, like questions have been grouped together.

Cr Athanasopoulos left the meeting at 7.15pm.

Cr Athanasopoulos returned to the meeting at 7.18pm.

Cr Hill left the meeting at 7:37pm.

**Anna asked,**

*“How is Council addressing the rubbish dumping in particular furniture etc on the streets of Clarinda, residential areas, which become ghastly eye sores, and does Council propose an education campaign about community responsibility for picking up rubbish located on your nature strip and pavement outside your own home?”*

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

*“Council regularly undertakes dumped rubbish removal sweeps in known dumping hotspots, including in the Clarinda area. Council Hard Rubbish and 'No Dumping' brochures are provided in multiple languages and are sent to residents around dumping locations to educate the community. This is also supported by Local Law surveillance and investigations, as required.”*

**Malcolm Kay asked,**

*“What is the process and who is responsible for reviewing Council efficiency/ spend effectiveness and what is the reporting/information sharing mechanism for this review process?”*

**The Chief Finance Officer provided the following response,**

*“The Chief Finance Officer and the General Manager of Customer and Corporate Support are responsible for corporate reporting at Council. Proposed Council expenditure is provisioned in the annual budget that is subject to public consultation processes. This year the draft budget is proposed to be tabled at the April Ordinary Council Meeting for adoption in the June Ordinary Council Meeting. The actual quarterly performance against budget is then reported to the relevant Council meetings throughout the year. Council separately adopts a Council Plan every four years and an Annual Action Plan of actions to support the delivery of the Council Plan. The progress of Council’s delivery of the annual actions are reported on a quarterly basis in the relevant Council meetings. Council’s performance on a benchmarked basis to other Councils, and over time, is reported on against the Local Government Performance Reporting Framework on the Local Government Victoria website. All of this material – financial performance, action plan progress, and LGPRF indicators – is formally reported on in the Annual Report of Council in the October Ordinary Council Meeting each year.”*

**Jason Allen asked,**

*“What faith does the Mayor have that Council staff executed Councillors’ passed motions?”*

**The Chief Executive Officer Response,**

*“Notice of Motion 10/2024, required a report back to Council in February 2025. This report was presented to the Council Meeting on 24 February and deferred by Council. As outlined in that report and answered via a public question, the cost of developing a comprehensive Masterplan is estimated to be between \$50,000 and \$200,000, dependent on the scope and size of the project. As this matter came before Council via a Notice of Motion, and given it exceeds expenditure of over \$25,000 that is not budgeted for, officers must respond to Council via a further report. Therefore, the report back to Council on this matter adheres to the requirements of the Governance Rules. Pending Council’s consideration of the report at tonight’s meeting, I have full faith the resolution will be executed. Under the Local Government Act, all resolutions of Council must be executed.”*

**Courtney asked,**

*“After 20+ years of operation the Occasional Care Child Minding Service at Waves Leisure Centre will close on 4th April due to low occupancy however most families in the community apparently didn’t understand it was open to the public. Why did Council not undertake any marketing in the last two to three years to promote this service to the wider community before deciding to permanently close it?”*

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

*“Council remains dedicated to supporting families and fostering health and wellbeing throughout our community. The crèche service at Waves was originally established to support aquatics and leisure activities for Kingston members and users at the Waves centre, with discounted rates for this purpose. In recent years, the creche patronage has steadily declined, with only a small number of families currently utilising the service. Efforts were made over a number of years to market the service more broadly to the community as occasional care, but patronage has remained very low. After careful consideration, a decision was made to close the crèche service effective from 4 April 2025. We understand this may impact some families, and we are working closely with current crèche service users to explore alternative childcare opportunities that meet their needs.”*

**Angela Burr asked,**

*“Can Council reconfirm the somewhat surprising information in General Manager Samantha Krull’s letter of 13th March to the Highett Progress Association that based on available planning data, including increased population estimates, it is anticipated that the current supply of three and four year old kindergarten places in Highett Kingston will be adequate to meet demand for the next 10 years - is this correct?”*

**The General Manager Community Strengthening provided the following response,**

*“Yes, that is correct. Officers do regularly review population estimates in line with the Victorian Government’s kindergarten funding model.”*

**Nellie asked,**

*“What is Councils process for Councillors facing criminal charges in terms of their capacity to continue to fulfill their roles while criminal matter is unresolved?”*

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

*“Section 34(2) of the Local Government Act 2020 sets out multiple scenarios in which a person is not qualified to be a Councillor, but in reference to criminal offences, disqualification is dependent upon the conviction of an offence that meets a minimum sentencing threshold. No further restrictions apply.”*

**Rami asked,**

*“Does preemptively indicating their position on a matter that has not yet come before council contradict the Local Government Inspectorate report that a Councillor must enter debate with an open mind?”*

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

*“In general, Councillors can express a preliminary view of a matter but must be prepared to reconsider their position if new evidence or arguments are put to them. This concept is particularly important to administrative decisions.”*

**Leo asked,**

*“Regarding item 8.1, what criteria does Council use to ensure grant money support local organisations and individuals and what would be required for an organisation outside of the city receiving grant money for event or activities delivered outside of Kingston?”*

**The General Manager Community Strengthening provided the following response,**

*“The Kingston Grants Program Policy and Guidelines outlines the eligibility and assessment criteria for community grants. The assessment criteria relates to: community need, community benefit, capacity to deliver, capacity for sustainably and other considerations. Organisations not located in Kingston, must have a majority number of Kingston residents – for example, more than 50% of active members or participants, or be able to demonstrate significant benefit to the Kingston community.”*

**Coral Ross AM asked,**

*“Councillor duties are defined on page 2 of the proposed Councillor Support and Reimbursement of Expenses Policy and include meetings of Council and when councillors have a “formal” role to perform as a representative of the Mayor or Council. Does this mean if a councillor is invited to a local sporting event, Neighbourhood Watch meeting, Friend’s group meeting or any community event, but has no formal role to perform, it is not part of a Councillor’s duties?”*

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

*“The definition of Councillor’s duties is specifically narrow under the recommended policy in order to fulfill a specific policy objective, that is, and I quote, “to “Specify the out-of-pocket expenses for which Councillors are eligible to seek reimbursement.” The broader question of what is the role of a Councillor is set out within the Local Government Act, and recognising the diversity of Council representation, many Councillors choose to do far more than what this policy is concerned with.”*

**Claire Williams asked,**

*"Can you confirm that if a Councillor has children under the age of 16 that the Councillor can be reimbursed for childcare costs where the provision of childcare is reasonably required for a Councillor to perform their role as provided in the Local Government Act 2020 41 2 (c) irrespective of not being a carer within the meaning of the Carers Recognition Act 2012?"*

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

*"Yes."*

**Una asked,**

*"In the interests of transparency can the public see the claims for childcare and carer costs and even school charges etc that each Councillor is claiming from Council and which we as ratepayers I'll end up paying for?"*

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

*"The proposed policy does not intend to cover school fees, but does recommend that carer expenses will be published in the Annual Report and quarterly on Council's website."*

**Tasos asked,**

*"Can Council please advise how many locations with food vans are legally operating (with required permit) in the area surrounded by Clayton ,Centre, Main and Fairbank Roads? Why is council/staff so stubborn and are not listening or accepting ratepayers' suggestions in the first place but sometime down the track (12 months or more) they buckle and implement the original suggestion from ratepayer. This causes a lot of anger and frustration not to mention in some occasions wasted money."*

**The Chief Finance Officer provided the following response,**

*"Kingston Council has not issued any current licences to Mobile Food Vendors operating in these locations. From time to time food vans will operate in connection with daily events held throughout the Municipality or on private land. Officers endeavour to listen to questions and feedback. For questions relating to mobile Food Vendors, please contact [info@kingston.vic.gov.au](mailto:info@kingston.vic.gov.au) and mark the inquiry to the attention of the Manager of Property Services."*

**Jessica asked,**

*"1. Can the Council comment on the behaviour and ethics displayed by some councillors during public question time, if council considers this to be acceptable behaviour in regards to a workplace or meeting setting, especially given their responsibility as representatives of the community and the council and if it aligns with the standards of conduct? 2. Can the Council explain why there isn't a clear, accessible, safe, and confidential process for community members to raise concerns about Councillors, particularly those who publicly share views that are directly conflicting with Council values?"*

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

*"1. The Governance Rules, available on Council's website, include Meeting Procedure for Council Meetings, provide, and I quote "for the procedures governing the conduct of Council meetings". Further, also available on the Council website, the Model Councillor Code of Conduct is prescribed by the Local Government (Governance and Integrity) Amendment Regulations 2024 and outlines the required standards of Councillor behaviour across all Victorian Councils. 2. This is possible, I would recommend visiting the Council website, under Contact us / Complaints to see your options, including anonymous complaints. Our complaints policy also sets out the options for community members wishing to make a complaint about Councillors. I would also recommend visiting the Local Government Inspectorate website, which sets out a Councillor Conduct Framework so members of the community can direct their issues to the correct agency."*

**Deborah asked,**

*"Was Kingston Council and its responsible Council officers aware, before or at the time of signing contracts, or at any time of the illegal building standards and practices facing ADCO, the contractor awarded the building of the Kingston swimming pool aquatic centre? Was due diligence done in the selection of this company?"*

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

*"At the time of tendering the Mordi Aquatic Centre project, we were aware that there had been a roof collapse at the Kew Recreation Centre and that ADCO was the head contractor on the project. This was public information and widely reported. We were aware that WorkSafe was investigating the matter, which is normal practice when such an incident occurs. Council awarded the contract to ADCO for the Mordi Aquatic Centre in July 2024. Worksafe charged ADCO and another company in relation to the matter in October 2024 – after Council's contract with ADCO was executed. ADCO recommenced work on the Kew site and has successfully constructed a number of large projects since then, including aquatic centres. The Victorian Building Authority filed charges against ADCO in February 2025. These matters are yet to be heard by the courts. Through the tender process, the tender evaluation panel requested clarification from ADCO on measures that had been put in place subsequently, which showed they had done a thorough review and updated their QA systems. Council's due diligence undertaken through the tender evaluation process was overseen by an independent probity advisor. Council's lawyers provided advice and drafted the contract with ADCO."*

**Question from Thomas Traynor :**

*"While the new alternative communication signs for parks and beaches are a positive initiative, why weren't other councillors and community members included in the consultation process? Could a broader consultation, such as a survey or poll, have been considered to ensure the needs of the entire community, including those with disabilities, elderly residents, and ESL speakers, were addressed?"*

**The General Manager Community Strengthening provided the following response,**

*All Councillors voted to support the installation of communication boards at the Council Meeting on 24 February. The Notice of Motion seeks a report back to Council and further consultation, as suggested in your question, can be included."*

**Lynne asked,**

*“Is it correct to state that the private owners of part of the lane which Council wants to take over by registering it as a public highway in item 7.7 tonight, that runs from Balcombe Rd beside Safeway through Florence Street will lose their right of any financial compensation?”*

**Graeme asked,**

*“Doesn’t the attempt by Kingston Council tonight in item 7.7, to register the thoroughfare running through the carpark from Balcombe Road beside Safeway through Florence Street as a public highway mean that this change will create guaranteed public roadway access rights to those landowners in the adjacent surrounding areas of this roadway in the Mentone car park areas giving these landowners a windfall in that their holding become more valuable and ripe for high rise development opportunities?”*

**The General Manager Planning and Place provided the following response,**

*“The report provided to Council tonight indicates that as the Accessway is considered a “road” under the LGA 1989, Council can use 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. The Council’s Mentone Structure Plan has, for more than a decade, identified the land in question as a suitable location for a formalised road. Well-established urban design principles would seek to discourage site access from the main pedestrian streets in shopping centres. A landowners ability to develop land is governed by the provisions of the planning scheme. The Mentone Activity Centre has been identified as one of the State Governments priority Activity Centres for housing growth, and it is likely that suitable sites in this Activity Centre will be redeveloped including the ones adjacent to the land in question.”*

**Julia asked,**

*“If Council agrees in principle to provide first aid training services only to multicultural people in the city of Kingston in preference to others as per the motion being put forward by a councillor tonight in 12.2 will the company or companies that will be considered by council to provide this training be put through a formal tender process? For the sake of transparency can we know the name of the company which in the end gains this contract?”*

**The General Manager Community Strengthening provided the following response,**

*“The Notice of Motion asks for a report to be presented to Council. Pending Council’s decision on the Notice of Motion, the report will also include recommendations for other cohorts that could have an interest in first aid training. Should Council resolve to deliver first aid the procurement policy will be adhered to. And yes, the successful company would be made publicly available.”*

**Gil asked,**

*“What is the total amount of money Kingston Council has spent on total Cabcharge contracts and all rideshare vehicles such as uber for staff in aggregated reimbursements to staff? Can you please list separate totals for the past five years?”*

**The Chief Finance Officer provided the following response,**

*“This question requires a review of separate systems over the requested five year period. Officers will provide a response in writing this week.”*

**Irina asked**

*“Is Council still in the process of going into collaboration or partnership with Mr Damien Williams and his private company ZeroKingston2030inc which was discussed at agenda item 7.8 in the Council meeting of the 11 December 2023 on page 852? Was any financial commitment agreed to or entered into with Mr Damien Williams and his Zero Kingston 2030 ICN by Kingston Council?”*

**The General Manager Planning and Place provided the following response,**

*“Council has at no time made any commitment to go into a collaboration or partnership with Damien Williams. Council has never agreed or entered into any financial agreement with Damien Williams of Zero Kingston 2030.”*

**Robert asked,**

*“Does a person have to prove they are ‘multicultural’ by showing their birth certificate, passport and DNA test to gain access to first aid training by Kingston Council in the motion being put to Council tonight by Cr Ashworth-collet on page 529 at item 12.2? Is it not true that every human being is multicultural in their origin?”*

**The General Manager Community Strengthening provided the following response,**

*“The Notice of Motion asks for a report to be presented to Council. Council does not currently provide first aid training to multicultural groups. However, if we did, a person would not have to prove they are from a multicultural group. The use of the word “multicultural” for the purpose of the Notice of Motion, as it is understood by Officers, is to cater for the unique needs of distinct cultural or ethnic minority groups within a society, as separate from the whole of the humanity, which of course is wonderfully diverse.”*

**Roslyn asked,**

*“Why is the Municipal Association of Victoria pushing its own agenda to make the fences off land next to Mentone station into some social and affordable housing high rise block which is not what the people of Mentone and Kingston would like there?”*

**The General Manager Planning and Place provided the following response,**

*“Unfortunately, we are unable to assist with providing a position on behalf of the Municipal Association of Victoria. Should the questioner wish for this to be followed up with the MAV they are welcome to contact me and I will seek a formal response.”*

**Geoff asked,**

*“Can Councillors and Council officer please liaise with the State Government to take down the ugly fence and unkempt block left on Balcombe Rd after the LXP finished at Mentone station and establish a botanical garden at the Mentone station which could become a beautiful gateway to the city?”*



**The General Manager Planning and Place provided the following response,**

*“Officers appreciate the feedback from the questioner on the state of the site and would be happy to follow up on the presentation of the land with the relevant State Government Department or Agency. The Council supports the view held by Mr Adams that the site is a very important site in the Mentone Activity Centre given its relationship to the Mentone Station Gardens and the State listed Mentone Heritage Station Buildings. Council has and will continue to advocate to the State Government as the owner of this land about the potential future uses for this land including the suggestion for an open space area. This will include through the recent announcement made by the State Government regarding the prioritisation of the Mentone Activity Centre for Structure Planning as part of its Activity Centres program.”*

**Yvette asked,**

*“Is the vote taken by Councillors to extend the contract of the existing CEO for another five years going to be a blind vote in that no one will see how each Councillor votes?”*

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

*“The extension of the contract of the CEO is not currently a matter before Council, nor is the concept of a “blind vote” considered with the Governance Rules that determine meeting procedure, indeed Division 10, clause 44 defines that “voting on any matter is by show of hands.”*

**Wandzia French asked,**

*“What does Council intend to do regarding the fact that workers on the demolition site of the former Hella factory Southern Road have discovered the land is contaminated and that methane wells and deposits have been found which put the residents and factory owners of the whole surrounding area at risk together with any future development tenants on this site?”*

**The General Manager Planning and Place provided the following response,**

*“Officers will contact the landowner to inform them of the feedback received through the question. The Council is mindful that Ministerial Direction No. 1 is applicable, and Council should ensure in any decisions it makes regarding future land uses, that this site is not used for any sensitive uses without an Environmental audit of the land being satisfactorily completed. Such an audit would generally be sought when the land was not being used for industrial purposes. In some instances, land will not be capable of being used for a sensitive use following an environmental audit process should the land contain any contamination.”*

**Rose asked,**

*“Will Council consider supporting a new Kingston chamber of commerce which is an association to be run completely independent of Council which aims to encourage networking, knowledge sharing and social events between businesses in the Kingston area?”*

**The General Manager Planning and Place provided the following response,**

*“Council has a number of Traders Associations and Chambers of Commerce established across its shopping centres including Mordialloc, Chelsea, Parkdale and Highett more recently. Council also runs a range of activities that provide for networking, knowledge sharing and social events between businesses in Kingston. These events provide opportunities for a diverse range of businesses to come together. Support is also provided to a range of different businesses who run networking and social activities that occur in the City where ‘business to business’ relationships are fostered. The Kingston Collective is one such example of where a private business is running ‘networking opportunities’ specifically with the intent to support local businesses and this occurs independently of Council. Council would be pleased to connect the questioner into any of these networks to provide them an opportunity for participation.”*

**7. Planning and Place Reports**

**7.1 Town Planning Application Decisions - February 2025**

**Moved: Cr O'Donnell**

**Seconded: Cr Agirtan**

That Council note the report of Town Planning Application Decisions for the month of February 2025.

**CARRIED**

**FOR:** Crs Agirtan, Ashworth-Collett, Athanasopoulos, Erevnidis, Howe, Law, Oxley, O'Donnell, Saab and White (10)

**AGAINST:** Nil (0)

**7.2 KP-2023/733 - 1239-1241 Nepean Highway, Cheltenham**

It is recorded that Debra Butcher spoke on behalf of the applicant for this item and for Item 7.3.

Cr Hill returned to the meeting at 7:42pm.

**Moved: Cr O'Donnell**

**Seconded: Cr Agirtan**

That Council determine to support the proposal and issue a notice of decision to grant a planning permit to construct and put up for display an electronic major promotion high wall panel sign at No. 1239-1241 Nepean Highway, Cheltenham, subject to the following conditions:

**Endorsed Plans**

1. The location, type, details and dimensions of the sign including the supporting structure as shown on the endorsed plans must not be altered without the prior written consent of the Responsible Authority.

**Lighting Impact Assessment**

2. Prior to the commencement of the installation works, an amended Lighting Impact Assessment (LIA) generally in accordance with the LIA prepared by 'Electrolight' (dated 08/03/2024, revision C) to the satisfaction of the Responsible Authority, must be submitted to and approved by the Responsible Authority. When approved, the report will be endorsed and will form part of the permit. The report must be updated to include the following information:
  - a) Details from the signage supplier of how the lighting control systems for the sign will be programmed and commissioned to verify that the signage outputs (luminance's) comply with the relevant Department of Transport guidelines and AS4282 for all ambient light conditions; and
  - b) The threshold increment (TI) calculation points be added to the report.
3. The permit holder must provide to Council written confirmation from a qualified lighting expert demonstrating that the requirements of the endorsed lighting impact assessment required under condition 2 have been met within three (3) months of completion of works and at any other time requested by Council.

**Operational requirements**

4. The sign must not exceed a maximum average luminance level of 150 cd/m<sup>2</sup> between 11:00pm to 12:00am (midnight), except with the prior written consent of the Responsible Authority.
5. The sign must not operate between the hours of 12:00am (midnight) to 6:00am, except with the prior written consent of the Responsible Authority.

**General amenity**

6. Light emissions from the sign must comply with AS4282 - Control of the Obtrusive Effects of Outdoor Light and/or any other equivalent policy or regulation.
7. The intensity of the external lighting and lighting in the signage must be limited so as not to cause glare or distraction to motorists or other persons or loss of amenity in the surrounding area, to the satisfaction of the Responsible Authority.
8. The signage must be wholly located within the subject property.
9. No flashing, intermittent or changing colour lights is permitted to be displayed, except with the prior written consent of the Responsible Authority.
10. The sign must not:
  - a) Dazzle or distract drivers due to its colouring;
  - b) Be able to be mistaken for a traffic signal because it has, for example, red circles, octagons, crosses or triangles;
  - c) Be able to be mistaken as an instruction to drivers.to the satisfaction of the responsible authority.

**Transport for Victoria conditions**

11. During the operation of the sign, the maximum average luminance and threshold increment values as specified in below must not be exceeded:
  - Maximum average luminance:
    - Full sun on face of signage: no limit
    - Daytime luminance: 6000 cd/m<sup>2</sup>
    - Morning and evening twilight and overcast weather: 700 cd/m<sup>2</sup>
    - Night time: High District Brightness 350
  - Threshold increment max %:
    - Night time: 20%
  - Adaptation luminance:
    - Night time: 5
12. The signs must be dimmable and have a suitable control system to enable maximum lighting levels to be set or adjusted if deemed necessary by the Responsible Authority and the Head, Transport for Victoria.
13. Where illuminated during the day, the sign must be fitted with Photocell/s (light sensor/s) that measure the ambient light and control system technology that enables the luminance of the sign to automatically adjust relative to the measured ambient light level.
14. Any change in brightness levels must be applied during an image transition, not

while an image is being displayed.

15. Where the graphical content or colours can change (such as for digital/electronic signage), any changes in image must occur in 0.1 seconds or less.
16. The sign must operate in accordance with the Lighting Impact Assessment Report submitted with the application prepared by Electro Light Australia, 7 December 2023 (ref: 1096.778B) to the satisfaction of and at no cost to the Head, Transport for Victoria and the Responsible Authority.
17. Prior to the operation of the sign, a Lighting Compliance Report must be submitted to and approved by the Responsible Authority and the Head, Transport for Victoria. The Lighting Compliance Report must demonstrate that the sign has been commissioned according to the requirements of the Lighting Impact Assessment Report. The Compliance Report must include the following:
  - i. On site luminance measurements for Daytime, Evening/Morning Twilight and Night Time, based on a 100% white screen set to the maximum value for each lighting condition.
  - ii. Date and times of luminance measurements for the relevant lighting conditions.
  - iii. Details of the luminance meter used, including serial number. The luminance meter must have been calibrated by an appropriately certified Lab within the last 12 months. The date of calibration and Calibration Report Number shall be provided.
  - iv. A description of the luminance methodology used, including location and orientation of the luminance meter relative to sign, the image/content displayed on sign and number of measurement points taken. The signage should be measured with a 100% white image displayed, unless signage is a fixed colour/design.
  - v. Photos of the sign for each sky condition measured, taken from the meter location.
  - vi. Indicative elevation plans of the signage showing the values of luminance at each measurement point.
  - vii. A summary showing the final average luminance of the signage for each relevant sky condition.
  - viii. A certification signed by a suitably qualified lighting consultant to undertake luminance measurements.
18. The operator must keep a Compliance Record of the operation of the sign. This must be provided to the Head, Transport for Victoria within 5 days of a written request. The Compliance Record must include:
  - i. The sign's luminance (cd/m<sup>2</sup> or as a percentage of its maximum luminance) in minimum 10-minute intervals.
  - ii. The sign's photocell (light sensor) reading of the ambient light in minimum 10-minute intervals.
  - iii. The dwell time and transition time between successive images.

All record information must be time and date stamped to show the time of measurement.

Compliance Records must be maintained for a minimum of 12 months.

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19. Electronic signage must have an Upward Light Ratio (ULR) of less than 50% and the design must include facilities (such as integral baffles) to mitigate upward waste light.
20. No advertisement must be displayed for less than 30 seconds.
21. The transition from one advertisement to another must be instantaneous.
22. The sign must not display content, images or text:
  - i. Giving the illusion of continuous movement.
  - ii. Capable of being mistaken for traffic signals or traffic control devices, including red, amber or green circles, octagons, crosses or triangles.
  - iii. Capable of being mistaken as an instruction to a road user, including the wording stop, give way, slow down, turn left or turn right.
  - iv. With a flashing background, flashing text, flashing images, blinking or fading elements that create the illusion of movement.
  - v. Contain any animation.
  - vi. Capable of being interpreted as projections beyond the face of the advertising screen such as through 3D technology.
  - vii. Consisting of present time or other contemporary update information relating to news, weather or time.
  - viii. Containing video, movie or television broadcasts.
23. The advertising area must not be split into two screens with different messages.
24. The sign and any displayed advertisement must not include any ancillary extension, embellishment or accessorisation within or outside the permitted advertising area unless the Head, Transport for Victoria has agreed to in writing prior to its installation.
25. The use of sound or motion to activate the sign is not permitted.
26. The use of sound to interact with road users is not permitted.
27. The sign must not dazzle or distract road users due to its colouring.
28. In the event of an attack by a computer hacker or similar resulting in unauthorised display of visual images or any other display malfunction, the electronic sign must shut down and cease any form of visual output until the malfunction is repaired.
29. This permit expires 15 years from the date of issue, at which time the sign and all supporting structures must be removed, and the site made good to the satisfaction of the Responsible Authority.

**Construction Management Plan**

30. Prior to the commencement of any buildings and works on the land, a Construction Management Plan (CMP), to the satisfaction of the Responsible Authority, must be submitted to and approved by the Responsible Authority. The CMP must be prepared in accordance with the City of Kingston Construction Management Policy and Construction Guidelines. The CMP must specify and deal with, but is not limited to, the following elements:
  - a) Public Safety, Amenity and Site Security
  - b) Traffic Management
  - c) Stakeholder Management

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- d) Operating Hours, Noise and Vibration Controls
- e) Air Quality and Dust Management

When approved, the plan will be endorsed and will then form part of the permit and shall thereafter be complied with during the undertaking of all works.

**Permit expiry**

- 31. The sign must be constructed and maintained to the satisfaction of the Responsible Authority.
- 32. Once the erection of the sign has commenced it must be continued and completed to the satisfaction of the Responsible Authority.
- 33. This permit (as it relates to the sign) expires 15 years from the date of issue, at which time the sign and all supporting structures must be removed, and the site made good to the satisfaction of the Responsible Authority.

**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.

**CARRIED**

**FOR:** Crs Agirtan, Athanasopoulos, Hill, Howe, Law, O'Donnell and Saab (7)

**AGAINST:** Crs Ashworth-Collett, Erevnidis, Oxley and White (4)

**7.3 KP-2023/735 - 1239-1241 Nepean Highway, Cheltenham**

**Moved: Cr Agirtan**

**Seconded: Cr O'Donnell**

That Council determine to support the proposal and issue a notice of decision to grant a planning permit to construct and put up for display an electronic major promotion high wall panel sign at No. 1239-1241 Nepean Highway, Cheltenham, subject to the following conditions:

**Endorsed Plans**

- 1. The location, type, details and dimensions of the sign including the supporting structure as shown on the endorsed plans must not be altered without the prior written consent of the Responsible Authority.

**Lighting Impact Assessment**

- 2. Prior to the commencement of the installation works, an amended Lighting Impact Assessment (LIA) generally in accordance with the LIA prepared by 'Electrolight' (dated 18/03/2024, revision F) to the satisfaction of the Responsible Authority, must be submitted to and approved by the Responsible Authority. When approved, the report will be endorsed and will form part of the permit. The report must be updated to include the following information:

- a) Details from the signage supplier of how the lighting control systems for the sign will be programmed and commissioned to verify that the signage outputs (luminance's) comply with the relevant Department of Transport guidelines and AS4282 for all ambient light conditions.
3. The permit holder must provide to Council written confirmation from a qualified lighting expert demonstrating that the requirements of the endorsed lighting impact assessment required under condition 2 have been met within three (3) months of completion of works and at any other time requested by Council.

**Operational requirements**

4. The sign must not exceed a maximum average luminance level of 150 cd/m<sup>2</sup> between 11:00pm to 12:00am (midnight), except with the prior written consent of the Responsible Authority.
5. The sign must not operate between the hours of 12:00am (midnight) to 6:00am, except with the prior written consent of the Responsible Authority.

**General amenity**

6. Light emissions from the sign must comply with AS4282 - Control of the Obtrusive Effects of Outdoor Light and/or any other equivalent policy or regulation.
7. The intensity of the external lighting and lighting in the signage must be limited so as not to cause glare or distraction to motorists or other persons or loss of amenity in the surrounding area, to the satisfaction of the Responsible Authority.
8. The signage must be wholly located within the subject property.
9. No flashing, intermittent or changing colour lights is permitted to be displayed, except with the prior written consent of the Responsible Authority.
10. The sign must not:
  - a) Dazzle or distract drivers due to its colouring;
  - b) Be able to be mistaken for a traffic signal because it has, for example, red circles, octagons, crosses or triangles;
  - c) Be able to be mistaken as an instruction to drivers.to the satisfaction of the responsible authority.

**Transport for Victoria conditions**

11. During the operation of the sign, the maximum average luminance and threshold increment values as specified in below must not be exceeded:
  - Maximum average luminance:
    - Full sun on face of signage: no limit
    - Daytime luminance: 6000 cd/m<sup>2</sup>
    - Morning and evening twilight and overcast weather: 700 cd/m<sup>2</sup>
    - Night time: High District Brightness 350
  - Threshold increment max %:
    - Night time: 20%
  - Adaptation luminance:
    - Night time: 5



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12. The signs must be dimmable and have a suitable control system to enable maximum lighting levels to be set or adjusted if deemed necessary by the Responsible Authority and the Head, Transport for Victoria.
13. Where illuminated during the day, the sign must be fitted with Photocell/s (light sensor/s) that measure the ambient light and control system technology that enables the luminance of the sign to automatically adjust relative to the measured ambient light level.
14. Any change in brightness levels must be applied during an image transition, not while an image is being displayed.
15. Where the graphical content or colours can change (such as for digital/electronic signage), any changes in image must occur in 0.1 seconds or less.
16. The sign must operate in accordance with the Lighting Impact Assessment Report submitted with the application prepared by Electro Light Australia, 7 December 2023 (ref: 1096.118A) to the satisfaction of and at no cost to the Head, Transport for Victoria and the Responsible Authority.
17. Prior to the operation of the sign, a Lighting Compliance Report must be submitted to and approved by the Responsible Authority and the Head, Transport for Victoria. The Lighting Compliance Report must demonstrate that the sign has been commissioned according to the requirements of the Lighting Impact Assessment Report. The Compliance Report must include the following:
  - i. On site luminance measurements for Daytime, Evening/Morning Twilight and Night Time, based on a 100% white screen set to the maximum value for each lighting condition.
  - ii. Date and times of luminance measurements for the relevant lighting conditions.
  - iii. Details of the luminance meter used, including serial number. The luminance meter must have been calibrated by an appropriately certified Lab within the last 12 months. The date of calibration and Calibration Report Number shall be provided.
  - iv. A description of the luminance methodology used, including location and orientation of the luminance meter relative to sign, the image/content displayed on sign and number of measurement points taken. The signage should be measured with a 100% white image displayed, unless signage is a fixed colour/design.
  - v. Photos of the sign for each sky condition measured, taken from the meter location.
  - vi. Indicative elevation plans of the signage showing the values of luminance at each measurement point.
  - vii. A summary showing the final average luminance of the signage for each relevant sky condition.
  - viii. A certification signed by a suitably qualified lighting consultant to undertake luminance measurements.
18. The operator must keep a Compliance Record of the operation of the sign. This must be provided to the Head, Transport for Victoria within 5 days of a written request. The Compliance Record must include:
  - i. The sign's luminance (cd/m<sup>2</sup> or as a percentage of its maximum

luminance) in minimum 10-minute intervals.

- ii. The sign's photocell (light sensor) reading of the ambient light in minimum 10-minute intervals.
- iii. The dwell time and transition time between successive images.

All record information must be time and date stamped to show the time of measurement.

Compliance Records must be maintained for a minimum of 12 months.

- 19. Electronic signage must have an Upward Light Ratio (ULR) of less than 50% and the design must include facilities (such as integral baffles) to mitigate upward waste light.
- 20. No advertisement must be displayed for less than 30 seconds.
- 21. The transition from one advertisement to another must be instantaneous.
- 22. The sign must not display content, images or text:
  - i. Giving the illusion of continuous movement.
  - ii. Capable of being mistaken for traffic signals or traffic control devices, including red, amber or green circles, octagons, crosses or triangles.
  - iii. Capable of being mistaken as an instruction to a road user, including the wording stop, give way, slow down, turn left or turn right.
  - iv. With a flashing background, flashing text, flashing images, blinking or fading elements that create the illusion of movement.
  - v. Contain any animation.
  - vi. Capable of being interpreted as projections beyond the face of the advertising screen such as through 3D technology.
  - vii. Consisting of present time or other contemporary update information relating to news, weather or time.
  - viii. Containing video, movie or television broadcasts.
- 23. The advertising area must not be split into two screens with different messages.
- 24. The sign and any displayed advertisement must not include any ancillary extension, embellishment or accessorisation within or outside the permitted advertising area unless the Head, Transport for Victoria has agreed to in writing prior to its installation.
- 25. The use of sound or motion to activate the sign is not permitted.
- 26. The use of sound to interact with road users is not permitted.
- 27. The sign must not dazzle or distract road users due to its colouring.
- 28. In the event of an attack by a computer hacker or similar resulting in unauthorised display of visual images or any other display malfunction, the electronic sign must shut down and cease any form of visual output until the malfunction is repaired.
- 29. This permit expires 15 years from the date of issue, at which time the sign and all supporting structures must be removed, and the site made good to the satisfaction of the Responsible Authority.

**Construction Management Plan**

- 30. Prior to the commencement of any buildings and works on the land, a

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Construction Management Plan (CMP), to the satisfaction of the Responsible Authority, must be submitted to and approved by the Responsible Authority. The CMP must be prepared in accordance with the City of Kingston Construction Management Policy and Construction Guidelines. The CMP must specify and deal with, but is not limited to, the following elements:

- a) Public Safety, Amenity and Site Security
- b) Traffic Management
- c) Stakeholder Management
- d) Operating Hours, Noise and Vibration Controls
- e) Air Quality and Dust Management

When approved, the plan will be endorsed and will then form part of the permit and shall thereafter be complied with during the undertaking of all works.

**Permit expiry**

- 31. The sign must be constructed and maintained to the satisfaction of the Responsible Authority.
- 32. Once the erection of the sign has commenced it must be continued and completed to the satisfaction of the Responsible Authority.
- 33. This permit (as it relates to the sign) expires 15 years from the date of issue, at which time the sign and all supporting structures must be removed, and the site made good to the satisfaction of the Responsible Authority.

**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.

**CARRIED**

**FOR:** Crs Agirtan, Athanasopoulos, Hill, Howe, O'Donnell and Saab (6)

**AGAINST:** Crs Ashworth-Collett, Erevnidis, Law, Oxley and White (5)

**7.4 KP-2024/488 - Epsom Wetlands, 57-63 Governor Road, Mordialloc**

**Moved: Cr Law**

**Seconded: Cr Howe**

That Council determine to support the proposal and issue a Planning Permit for the **Error! No document variable supplied.** at **Error! No document variable supplied.**, subject to the following conditions:

**Amended Plans**

1. Before the development starts amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be substantially in accordance with the plans Epsom Estate, Mordialloc - Proposed SUP Stage 2: Jack Holt Way to Crown Avenue, Study Area Plan, dated August 2024, prepared by City of Kingston, Epsom Estate, Mordialloc - Proposed SUP Stage 2: Jack Holt Way to Crown Avenue (1), dated October 2024, prepared by City of Kingston, Epsom Estate, Mordialloc - Proposed SUP Stage 2: Jack Holt Way to Crown Avenue (2), dated October 2024, prepared by City of Kingston, and Vegetation Removal Plan, drawing no. ARB-01-A Rev B, dated 7 October 2024, prepared by Arboriculture Pty Ltd and modified to show:
  - a) the provision of an amended Proposed Shared User Path Plan in accordance with the submitted *Epsom Estate, Mordialloc - Proposed SUP Stage 2: Jack Holt to Crown Avenue (1) prepared by City of Kingston (Dated October 2024)* with such plans to be prepared by a suitably qualified landscape professional to the satisfaction of the Responsible Authority and incorporating:
    - i. Tree protection fencing for trees nominated as T7, T8 & T12 *Eucalyptus camaldulensis* (River Red Gum) on the Vegetation Removal Plan, dated 7 October 2024 prepared by *Arboriculture Pty Ltd*, and located north-west of the existing gross pollutant trap drains along the eastern boundary of the site and,
    - ii. Street trees accurately drawn to scale and labelled as per the endorsed Tree Management & Protection Plan.
    - iii. Up to three (3) indigenous canopy trees for each Swamp Paperbark tree to be removed from the site, to be provided at a minimum height of 2 metres at the time of planting and within close proximity of the trees being removed from the site to the satisfaction of the responsible authority.
  - b) The location of tree protection measures illustrated to scale and labeled on the Tree Removal Survey Plan as per the endorsed Tree Management & Protection Plan.
  - c) Any changes as required by Condition 5.
2. 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
3. Provision of a vegetation offset comprising of 0.014 general habitat units purchased from a registered offset broker consistent with the findings of the Ecological Assessment prepared by Biosis (*Dated 30 October 2024*)

**Trees to be retained**

4. The retention of trees identified as T7, T8 & T12 *Eucalyptus camaldulensis* (River Red Gum) on the Vegetation Removal Plan, dated 7 October 2024 prepared by *Arboriculture Pty Ltd* and located north-west of the existing gross pollutant trap drains along the eastern boundary of the site.

**Tree Management and Protection Plan**

5. Concurrent with the endorsement of plans, an amended Tree Protection Plan generally consistent with the Tree Protection Plan prepared by *Arboriculture Pty Ltd* (*Date: 14/10/2024, Rev. A*) and prepared by a suitably qualified arborist in accordance with AS4970-2009, must be submitted to and be endorsed by the Responsible Authority incorporating:
  - a) A Tree Protection Plan (scale drawing) must provide details of:
    - i. Tree Protection Fencing encompassing all street trees.
6. All protection measures identified in the Tree Management & Protection 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.
7. Tree Protection Fencing is to be established around the street trees 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 4 metres from the base of the tree.

**Off-set requirement**

8. To offset the permitted clearing in accordance with *Guidelines for the removal, destruction or lopping of native vegetation (DELWP 2017)*, the permit holder must secure general offset of 0.014 general habitat units:
  - a) located within the Port Phillip and Westernport Catchment Management boundary or Kingston municipal area.
  - b) with a minimum strategic biodiversity score of at least 0.208.
9. Concurrent with the endorsement of plans, evidence that the required off-set has been secured must be provided to the satisfaction of the Responsible Authority. This evidence is one or both of the following:
  - a) an established first party offset site including a security agreement signed by both parties, and a management plan detailing the 10 year management actions and ongoing management of the site and/or,
  - b) credit extract(s) allocated to the permit from the Native Vegetation Credit Register.

A copy of the offset evidence will be endorsed by the responsible authority and form part of this permit.

**Endorsed Plans**

10. The extent of native vegetation removal as shown on the endorsed plans must

not be altered without the written consent of the Responsible Authority.

**Completion of Works**

11. Once the vegetation removal has started it must be continued and completed to the satisfaction of the Responsible Authority.

**Permit Expiry**

12. 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 works are not started before two (2) years from date of this permit.
- The works are 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:** Any buildings and works to be located within an easement require separate consent from Council and/or the relevant service authority. This will need to be obtained prior to the issue of any building permit that maybe required.

**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**

**FOR:** Crs Agirtan, Ashworth-Collett, Athanasopoulos, Erevnidis, Hill, Howe, Law, Oxley, O'Donnell, Saab and White (11)

**AGAINST:** Nil (0)

**7.5 KP-2023/153 - 1148-1150 Centre Road, Oakleigh South**

It is recorded that Rubin Winograd spoke on behalf of the applicant.

**Moved: Cr Athanasopoulos**

**Seconded: Cr Saab**

That Council determine to support the proposal and issue a notice of decision to grant a planning permit for the construction of a six (6) storey mixed use building comprising retail and medical centre uses, alter access to a road in a Transport Zone 2 and a reduction in the standard car parking requirements at 1148-1150 Centre Road, Oakleigh South, 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 Drawing No's. TP001 Rev E, dated 4 June 2024, TP003 Rev C, TP004 to TP006 Rev B, TP008 Rev B, all dated 30 May 2024, TP009 and TP010 Rev D, TP011 Rev E and TP020 Rev B, all dated 3 June 2024, TP097 Rev J, dated 4 June 2024, TP098 Rev J, TP099 Rev K, TP100 Rev L, all dated 4 June 2024 (Amended with notations added 20 November 2024), TP101 to TP103 Rev H, TP104 Rev G, TP105 Rev H and TP106 Rev G, TP200 and TP201 Rev D, TP202 and TP203 Rev C, TP204 Rev B, TP205 Rev B, TP300 and TP301 Rev D, TP302 Rev E, TP303 Rev D, TP400 to TP406 inclusive Rev D, TP500 Rev B, TP600 and TP601, Rev B, all dated 3 June 2024, prepared by Peddle Thorp Architects, but modified to show:

The ground floor layout as shown on the 'without prejudice' floor plan

- a) The landscape plans L-TP01 dated May 2024 and L-TP02, dated June 2024 prepared by John Patrick Landscape Architects Pty Ltd amended by a suitably qualified landscape professional to the satisfaction of the Responsible Authority to include:
  - i. Uniformity with the development plans.
  - ii. A planting schedule of all proposed trees and shrubs, including botanical names, common names, pot sizes, sizes at maturity, and quantities of each plant.
  - iii. A range of plant types from ground covers to large shrubs and trees, provided at adequate planting densities (e.g. plants 1 metre width at maturity planted 1 metre apart); with the species chosen to comprise of a minimum 50% species that are indigenous to the City of Kingston by plant type and total quantities.
  - iv. Substitute the *Syzygium australe* 'Resilience' along the southern boundary for a row of indigenous canopy trees capable of growing to a minimum 8 metres in height at maturity; and including suitable indigenous under-storey planting throughout this position.
  - v. Four (4) *Angophora costata* (Sydney Red Gum) planted in the open area within the Clarinda Road frontage.
  - vi. Suitable landscaping within the planter box area along the front of the 'Retail' premises.
  - vii. A climbing frame installed on each pillar within the planter boxes adjoining the driveway, with a suitable climbing species planted by each frame.
  - viii. Ten (10) additional small canopy trees included within the planter boxes along the northern and western sides of Level 3 (approximately 5 trees planted per side).
  - ix. Boston Ivy (*Parthenocissus tricuspidata*) or a similar self-adhering climbing species planted within the planter boxes along the western side of Level 3.
  - x. 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.

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- xi. Notes regarding site preparation, including the removal of all weeds, proposed mulch, soil types and thickness, subsoil preparation and any specific maintenance requirements.
  - xii. Tree protection measures including for street trees accurately drawn to scale and labelled as per the endorsed Tree Management Plan.
  - xiii. Include a cross-sectional diagram of the planter boxes to be installed at Ground Floor Level and Level 3, with details of the substrate type and depth to be utilised in each position, the irrigation and drainage systems to be installed, and any other maintenance measures required to maintain the landscaping to be planted in this position.
- b) The location of tree protection measures illustrated to scale and labeled on the Ground Floor Plan as per the endorsed Tree Management Plan.
  - c) A 'dry basement' or other method to be agreed in advance, that does not dewater the adjoining soil is to be utilized at this site, to minimize impact to the neighbouring vegetation.
  - d) A planter box with a minimum substrate depth and width of 0.5 metres is to be included along part of the frontage of the ground floor retail space between the main entrance to the building and the first structural column north of it.
  - e) Planter boxes consistent with the planter boxes shown on landscape plans L-TP01 dated May 2024 and L-TP02, dated June 2024 prepared by John Patrick Landscape Architects Pty Ltd, are to be included on Level 3, with the planter boxes along the northern and western sides of this level expanded by a minimum 75m<sup>2</sup> to allow for the planting of ten (10) additional small canopy trees within this position.
  - f) The planter boxes at ground floor and Level 3 are to include a minimum substrate depth and width of 0.5 metres where shrub and ground covers are to be planted, and a minimum 1 meter in depth and width where canopy trees are to be planted.
  - g) Any changes as required by Condition 6.
  - h) Two bicycle parking spaces located at ground floor.
  - i) Elevation details generally at a scale of 1:50 or sufficient to illustrate the enhancement of the west elevation of the building with tactile or sensory or artistic detailing including example prototypes of precedents that demonstrate the intended design outcome.
  - j) Annotation to rainwater tank indicating size and connection to toilet flushing as proposed in the SMP and BESS assessment.
  - k) 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.
  - l) BESS Credit 'Waste 2.2 - Operational Waste - Convenience of Recycling' - demonstrate that the waste store on each level has adequate space alongside general waste for all recycling streams committed to.
  - m) Annotation to indicate parking bays where EV infrastructure will be provided.
  - n) Vehicle crossings must be constructed at a 90 degree alignment with the kerb on Clarinda Road and all internal driveways must align with the



- existing / proposed vehicle crossing.
- o) The internal driveway must be at least 500mm from the side boundary at the front boundary.
  - p) The proposed vehicle crossing must not be within the prohibited zone, (6 metres from the tangent of the corner).
  - q) The footpath must be reconstructed to Council's commercial standards to the satisfaction of the Responsible Authority.
  - r) A schedule of colours, materials and finishes, including the colour, type and quality of materials showing their application and appearance. Materials and finishes must be of a high quality, contextually appropriate, durable and fit for purpose. This can be demonstrated in elevations or renders from key viewpoints, to show the materials and finishes linking them to a sample board with coding.
  - s) A notation stating: "The redundant vehicle crossovers 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".
  - t) All relevant commitments identified in the Sustainable Management Plan required by condition 10 of this planning permit.
  - u) All relevant commitments identified in the Green Travel Plan required under condition 13 of this planning permit.
  - v) All requirements of the Head, Transport for Victoria, in accordance with condition 15 of this planning permit.
  - w) Uniformity for the arrangements for waste storage identified in the Waste Management Plan required under Condition 38 of this planning permit.

**Endorsed Plans**

- 2. The development and/or 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, including that any dead, diseased or damaged plant are to be replaced.
- 4. The planter boxes installed on site are to be in accordance with the details provided for them on the endorsed landscape plan and maintained to the satisfaction of the responsible authority.

**Use**

- 5. The retail premises must not be used as a "shop" as defined by clause 73.03 of the Kingston Planning Scheme (KPS). But can included retail uses that fall within section 1 in the table of uses at clause 33.01-1 of the KPS.

**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. 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. The location of tree protection fencing, or ground protection where required, provided in accordance with AS4970-2009.
- b) A Tree Protection Plan (scale drawing) must provide details of:
- i. Specifications for the tree protection fencing, or ground protection where required.
  - ii. Stages of development at which inspections are required to ensure tree protection measures are adhered to must be specified.
  - iii. How excavation impacts, including soil level changes, on trees to be retained will be managed.
  - iv. Proposed footings and construction methods for any buildings or structures within the Tree Protection Zone nominated on the Tree Protection Plan.
  - v. How the canopy of trees nominated on the Tree Protection Plan will be protected.
  - vi. Maintenance of the area(s) within the Tree Protection Zone in accordance with AS4970-2009.
  - vii. Any pruning to be undertaken being in accordance with AS4373-2007.
  - viii. Any other measures required to demonstrate the successful ongoing retention and viability post-construction of any trees nominated on the Tree Protection 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 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. Prior to the endorsement of the plans required pursuant to condition 1 of this planning permit, an amended Sustainable Management Plan (SMP), generally in accordance with the SMP prepared by "ecoresults", Report no: 2024-3756-SMP dated 5 June 2024, must be submitted to and approved by the responsible authority. The SMP must demonstrate that the project maintains or increases the proposed 59% overall score and minimums in Energy (50%), Water (50%), IEQ (50%) and Stormwater (100%) categories in BESS to demonstrate best practice

in sustainable design. Considering your response to the points below, should any category fall short of the minimum targets, adjustments will need to be made to demonstrate that the project meets the BESS minimums.

- a) Commit to net zero operational emissions via the following:
    - i. Provision of a rooftop solar PV system with a minimum capacity of 25W per square metre of the development's site coverage.
    - ii. Commitment to purchase offsite renewable energy for the residual energy use through GreenPower or similar.
  - b) Provide further detail to support the occupancy assumptions for Ground Floor to Level 2 entered in STORM.
  - c) BESS Credit 'IEQ 3.4 Thermal comfort - Shading - Non-Residential' - evidence needed to support points claimed under this credit. Claiming points for 'showing an improvement to the development' is not sufficient, and these numbers must be removed unless they can be substantiated.
  - d) Reflect the quantum of bicycle parking provided on site.
11. Prior to the occupation of any building 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 of the required measures specified in the SMP have been implemented, to the satisfaction of the responsible authority.
12. All works must be undertaken in accordance with the endorsed SMP to the satisfaction of the responsible authority. No alterations to the SMP may occur without prior written consent of the responsible authority.

**Green Travel Plan**

13. Prior to the endorsement of plans required under condition 1 of this permit, a Green Travel Plan (GTP) generally in accordance with the GTP prepared by *Traffix Group Pty Ltd*, G34210G-01A, Issue B dated 4 June 2024, to the satisfaction of responsible authority must be submitted to and approved by the responsible authority.
14. All works must be undertaken in accordance with the endorsed GTP to the satisfaction of the responsible authority. No alterations to the GTP may occur without the prior written consent of the responsible authority.

**Head, Transport for Victoria Conditions**

15. Prior to the commencement of the works, the access must be designed and approved to the satisfaction of and at no cost to the Head, Transport for Victoria. The access design must include but not be limited to the post Clarinda Road widening to ensure that safety is not compromised.

**Car parking and Traffic**

16. The ground floor car parking area shall be available for use by staff/ patrons of the retail premises, at the end of the business operating hours of the Medical Centre in the PM only, unless otherwise agreed in writing by 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.

**Drainage and Water Sensitive Urban Design**

18. 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 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 18a and 18b above must be implemented on-site, unless an alternative agreement for stormwater quality in-lieu contribution is reached with the Responsible Authority.
  - d) Stormwater Management (drainage) Plan(s) must be prepared, with supporting computations, showing the stormwater (drainage) works to the nominated point of discharge. The plan(s) must show all details of the proposed stormwater works including all existing and proposed features that may have an impact on the stormwater (drainage) works, including landscaping details.
19. 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 of 11.7L/s.

- c) All stormwater (drainage) works must be maintained to the satisfaction of the Responsible authority.
- 20. A flood proof apex (ridge level) protecting the property from any overland flows must be provided in accordance with Kingston City Council's 'Basement Policy Guidelines'. This apex is to be a minimum of 200mm above the existing kerb and channel invert along the entire road frontage of the subject site. This apex is to continue through any driveways or pathways that may cross it. The apex is to be a permanent structure (e.g. rise in concrete driveway/pathway, sleeper retaining wall, solid brick fence/wall). Low mounded soil on its own is unlikely to be acceptable due to the likelihood of future disturbance.
- 21. A groundwater assessment report (GAR) must be prepared by a qualified hydro-geologist to assess any possible impacts the proposed development has on the ground water table, surrounding land and buildings to the satisfaction of Responsible Authority. Should the findings of the submitted GAR demonstrate that the site is likely to experience issues associated with ground water management, a ground water management plan (GMP) must be submitted to and approved by the responsible authority.
- 22. The basement structure must be designed to respond to the findings of the GAR and GMP required under condition 21 and constructed to the satisfaction of the responsible authority in accordance with the following:
  - a) The basement must be a fully-tanked dry basement with no ground water including agricultural (AG) drain collection or disposal into stormwater system and with an allowance made for any hydrostatic pressures in accordance with Council's "Basements and Deep Building Construction Policy 2014" and "Basements and Deep Building Construction Guidelines 2014" or,
  - b) in the event it is demonstrated that a fully tanked dry basement cannot be achieved or if a wet basement system is proposed, no groundwater including AG drain from the site shall be discharged into the stormwater system. Council does not accept any groundwater (including AG drain) into the stormwater system. Sub-surface water (groundwater) is the responsibility of the property owner to dispose of on site or reach an agreement with the local sewer authority.
- 23. In any case where the basement design and construction, as required by conditions 21 & 22 of this permit, does not accord with the plan(s) approved under this permit, the endorsed plan(s) must be amended to the satisfaction and with the written consent of the Responsible Authority.

**Infrastructure and Roadworks**

- 24. Any relocation of pits/ power poles or other services affected by this development must be relocated to the satisfaction of the relevant servicing authority and the responsible authority, at the cost of the owner/ developer.
- 25. Property boundary and footpath levels must not be altered without the prior written consent from the responsible authority.
- 26. All reinstatements and vehicle crossovers must be constructed to the satisfaction of the responsible authority.
- 27. The replacement of all footpaths, including offsets, must be constructed to the satisfaction of the responsible authority.
- 28. Vehicle crossovers and other reinstatements must be constructed to Council's

industrial strength specifications.

29. All redundant vehicle crossovers must be removed (including redundant portions of vehicle crossovers) and reinstated to the satisfaction of the responsible authority.

**Site Environmental Assessment**

30. Prior to the commencement of the development, an environmental assessment report or a preliminary risk screening assessment (**PRSA**) under the *Environment Protection Act 2017* must be submitted to, and be to the satisfaction of, the responsible authority. The environmental assessment report or a preliminary risk screening assessment is to be conducted by a competent professional practitioner with relevant experience in the field. The owner must comply with the findings of the site assessment to the satisfaction of the responsible authority. The environmental assessment report or a preliminary risk screening assessment must be subject to, in the case of a preliminary risk screening assessment, the requirements of the *Environment Protection Act 2017* in relation to preliminary risk screening assessments:
- a) Specify the name and qualifications of the person who has conducted the report.
  - b) Provide comment on the potential for off-site contamination to have migrated to the subject land from neighbouring land. Soil sampling and analysis of the subject site may be required where access to definitive information regarding neighbouring land is not obtainable or is inconclusive.
  - c) Specify the potential subsurface presence and migration of landfill gasses by addressing the direct measurement of LFG using appropriately installed subrace minoring bores, if necessary.
  - d) Specify the industrial process or activity, waste or substance in respect of which the report was conducted.
  - e) Specify the segment of the environment in respect of which the report was conducted.
  - f) Include an evaluation of the environmental quality of the relevant segment of the environment.
  - g) Include an assessment of any clean up that is necessary, including recommendations relating to the carrying out of the clean up and any compliance requirements to enable the land owner to ensure that the land is suitable for the proposal.
  - h) Include a further recommendation to the responsible authority as to whether the condition of the land is such that an Environmental Audit should be conducted taking into consideration the proposed use.

**Environmental Audit, if required**

31. If pursuant to condition 30 of this planning permit an environmental audit is recommended then, prior to the commencement of the development, an environmental audit in accordance with the *Environment Protection Act 2017* must be submitted to, and be to the satisfaction of, the responsible authority. At a minimum, the scope of the environmental audit must include:
- a) The identity of the site or activity the audit covers.
  - b) The elements of the environment the audit assesses, such as land, water,

- air and noise.
- c) Consideration of the standards and reference documents in the audit.
  - d) Any exclusion from the audit and the reason known at the time of scoping the audit.
32. After the completion of the environmental audit, the auditor must prepare and provide to the responsible authority:
- a) An environmental audit statement in accordance with the *Environment Protection Act 2017* that the environmental conditions of the land are suitable for the development that is the subject of this permit; and
  - b) An *environmental* audit report in accordance with the *Environment Protection Act 2017*.
33. Where an environmental audit statement is issued for the land, and any condition of that statement requires any maintenance or monitoring of an ongoing nature, the owner(s) must enter into an agreement with Council pursuant to Section 173 of the *Planning and Environment Act 1987*. Where a Section 173 agreement is required, the agreement must be executed prior to the commencement of the use. All expenses involved in the drafting, negotiating, lodging, registering and execution of the agreement, including those incurred by the responsible authority, must be met by the owner(s).
34. Prior to any remediation works (if required) being undertaken in association with the environmental audit statement, a 'remediation works' plan to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. The plan must detail all excavation works as well as any proposed structures such as retaining walls required to facilitate the remediation works. Only those works detailed in the approved remediation works plan are permitted to be carried out prior to the issue of an environmental audit statement.
35. No works to construct the development hereby approved shall be carried out on the land and no building contract to construct the development hereby approved may be entered into, other than in accordance with a building contract that stipulates that works must not be commenced until such time as conditions 30 and 31 are satisfied.
36. Where a statement of environmental audit is issued for the land, the buildings and works and the use(s) of the land that are the subject of this permit must comply with all directions and conditions contained within the statement.
37. Where a statement of environmental audit is issued for the land, prior to the commencement of the use and prior to the issue of an occupancy permit under the Building Act 1993, a letter prepared by an environmental auditor appointed under the Environment Protection Act 2017 must be submitted to the responsible authority to verify that the directions and conditions contained within the statement have been satisfied.

### **Waste Management**

38. Concurrent with the endorsement of plans required by condition 1 of this planning permit, a waste management plan (WMP) generally in accordance with the WMP prepared by *Traffix Group Pty Ltd*, Ref: G34210R-02B, Issue B dated 3 June 2024, to the satisfaction of the responsible authority, must be submitted to and approved by the responsible authority. When approved, the WMP will be endorsed and will then form part of the permit. The WMP must include, but is not limited to the following:

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- a) Reflect the layout of the approved development.
  - b) Demonstrate that the waste store on each level has adequate space alongside general waste for all recycling streams committed to.
39. The WMP must be implemented to the satisfaction of the responsible authority and must not be modified unless with the prior written consent of the responsible authority.

**General Amenity**

40. 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.
  - e) Any other way.
41. 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.
42. 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 satisfaction of the responsible authority.
43. The development and / or 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.
44. The loading and unloading of goods to and from vehicles must only be carried out on the land.
45. 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.
46. 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.

**Airports Regulations 1996**

47. Prior to the commencement of development, evidence must be provided to confirm that the proposal (including the use of cranes) meets with the requirements of the *Airports (Protection of Airspace) Regulations 1996* and is within the relevant Obstacle Limitation Surface (OLS), unless with the written consent of the relevant authority.

**Construction Management**

48. Prior to the commencement of any buildings and works on the land, a Construction Management Plan (CMP), to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. The CMP must be prepared in accordance with the City of Kingston Construction Management Policy and Construction Guidelines. The CMP must specify and deal with, but is not limited to, the following elements:



- a) Public Safety, Amenity and Site Security
- b) Traffic Management
- c) Stakeholder Management
- d) Operating Hours, Noise and Vibration Controls
- e) Air Quality and Dust Management
- f) Stormwater and Sediment Control
- g) Waste and Materials Re-use

When approved, the plan will be endorsed and will then form part of the permit and shall thereafter be complied with during the undertaking of all works.

**Completion of Works**

- 49. Once the development has started it must be continued and completed to the satisfaction of the responsible authority.
- 50. Prior to the occupation of the building hereby permitted, the landscaping works as shown on the endorsed plans must be completed to the satisfaction of the responsible authority. Thereafter the landscaping shall be maintained (except where that landscaping is on public land) to the satisfaction of the responsible authority.

**Permit Expiry**

- 51. 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.
  - The use is not commenced within two (2) years of completion of the development.
  - 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:** The Environment Protection Authority (EPA) Victoria set out the requirements pertaining to site construction hours and permissible noise levels.

**Note:** The proposed development requires works within the road reserve. Separate approval under the *Road Management Act 2004* for this activity may be required from the Head, Transport for Victoria. Please contact DoT (Roads) prior to commencing any works.

**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

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building surveyor to ensure that all building development works approved by any building permit is consistent with the planning permit.

**Note:** Please note for information on how City of Kingston approaches the construction of building and other structures with below ground elements for the benefit of the whole community please refer to City of Kingston 'Basement and Deep Building Construction Policy' and 'Basements and Deep Building Construction Guidelines'. <http://www.kingston.vic.gov.au/Property-and-Development/Engineering-Assessments>

**Note:** Please note that during basement construction Council does not permit the discharge of surface water or ground water into the Council drainage system unless a Temporary Discharge Permit (TDP) has been obtained. Application form and other construction related permits can be obtained from the following link:

<http://www.kingston.vic.gov.au/Property-and-Development/Construction>

**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.

**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](mailto:property@kingston.vic.gov.au).

If the permit applicant/landowner 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:** 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 the construction activity.

Cr White left the meeting at 8:01pm.

Cr White returned to the meeting at 8.03pm.

**CARRIED**

**FOR:** Crs Agirtan, Ashworth-Collett, Athanasopoulos, Hill, Law, Oxley, O'Donnell, Saab and White (9)

**AGAINST:** Crs Erevnidis and Howe (2)

**7.6 Response to Resolution - Notice of Motion 1/2025 - Pet Registration**

**Moved: Cr Erevnidis**

**Seconded: Cr Howe**

That Council support the implementation of a 75% discount for pet registration fees for pensioners, commencing for the 2026 animal registration period.

**CARRIED**

**FOR:** Crs Agirtan, Ashworth-Collett, Athanasopoulos, Erevnidis, Hill, Howe, Law, Oxley, O'Donnell, Saab and White (11)

**AGAINST:** Nil (0)

**7.7 Mentone Car Park**

**Moved: Cr Hill**

**Seconded: Cr Howe**

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.

**CARRIED**

**FOR:** Crs Agirtan, Ashworth-Collett, Athanasopoulos, Hill, Howe, Law, Oxley, O'Donnell and Saab (9)

**AGAINST:** Cr White (1)

**ABSTAINED:** Cr Erevnidis (1)

**8. Community Strengthening Reports**

**8.1 Kingston Grants Program - Councillor Application Review Process**

**Moved: Cr O'Donnell**

**Seconded: Cr Agirtan**

That Council note that all grant applications for Community Bi-annual grants, Operational & Partnerships grants and Community Festivals, Events & Creative Activities grants are made available to Councillors, as part of the Councillor briefing cycle, to inform Councillor decision making.

**CARRIED**

**FOR:** Crs Agirtan, Ashworth-Collett, Athanasopoulos, Erevnidis, Hill, Howe, Law, Oxley, O'Donnell, Saab and White (11)

**AGAINST:** Nil (0)

**8.2 Response to Resolution - Notice of Motion 10/2024 - Mordialloc Community Centre**

**Moved: Cr Law**

**Seconded: Cr Hill**

That Council:

1. Note Notice of Motion 10/2024, that was adopted in August 2024 in relation to the Mordialloc Community Centre;
2. Note the development of the Community Infrastructure Framework, and its influence on Mordialloc Community Centre's future planning recognising the anticipated strong case for Mordialloc Community Centre;
3. Note Council officers will work with the Mordialloc Community Centre to identify their long-term vision as an organisation and future programming priorities for a needs analysis/business case; and
4. Receive a report about Mordialloc Community Centre's future option for a Masterplan.

**Amendment**

**Moved: Cr Law**

That the Motion be adopted subject to the following at points 3 and 4:

3. Commence an options and constraints analysis of the Mordialloc Community Centre and surrounds;
4. Receive a report about the Mordialloc Community Centre's future option for a Masterplan, no later than April 2026, with the combined outcomes of the Community Infrastructure Framework, including an options and constraints analysis, and work with the Mordialloc Community Centre to identify their long-term vision as an organisation and future programming priorities; and

**The Proposed Amendment was accepted by the Mover and Seconder**

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**Procedural Motion**

**Moved: Cr O'Donnell**

**Seconded: Cr Agirtan**

That Council defer consideration of this item until the completion of the community infrastructure framework to allow for broader consideration of the immediate needs of the Mordialloc Community.

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

**Amendment**

**Moved: Cr Athanasopoulos**

That they Procedural Motion be adopted with the addition of the following:

“and that a report be presented to the earliest possible Council Meeting upon completion of the framework.”

**The Proposed Amendment was accepted by the Mover and Second**

**The Procedural Motion was put and CARRIED**

**FOR:** Crs Agirtan, Erevnidis, Howe, Oxley, O'Donnell and White (6)

**AGAINST:** Crs Ashworth-Collett, Athanasopoulos, Hill, Law and Saab (5)

**The Resolution reads as follows:**

**Moved: Cr O'Donnell**

**Seconded: Cr Agirtan**

That Council defer consideration of this item until the completion of the community infrastructure framework to allow for broader consideration of the immediate needs of the Mordialloc Community and that a report be presented to the earliest possible Council Meeting upon completion of the framework.

**CARRIED**

**8.3 Municipal Public Health and Wellbeing Plan: Year 4 Health Plan Action Plan - Six Month Progress and Achievements Report**

**Moved: Cr Hill**

**Seconded: Cr Agirtan**

That Council note the mid-year achievements of the Year 4 implementation of the Municipal Public Health and Wellbeing Plan 2021-25.

Cr Agirtan left the meeting at 8:38pm.

**CARRIED**

**FOR:** Crs Ashworth-Collett, Athanasopoulos, Erevnidis, Hill, Howe, Law, Oxley, O'Donnell, Saab and White (10)

**AGAINST:** Nil (0)

**8.4 Community Awards 2025 - Nominations and Confirmation of Winners**

**Moved: Cr White**

**Seconded: Cr Howe**

That Council:

1. Confirm the 2025 'Citizen of the Year' and 'Community Group of the Year' winners as presented in Confidential Appendix 1.
2. Determine, pursuant to Section 125 of the Local Government Act 2020, that the identities of all award recipients be made publicly available on 21 May 2025, except for the notification of the award winners by the Mayor prior to 21 May 2025.

Cr Agirtan returned to the meeting at 8:40pm.

**CARRIED**

**FOR:** Crs Agirtan, Ashworth-Collett, Athanasopoulos, Erevnidis, Hill, Howe, Law, Oxley, O'Donnell, Saab and White (11)

**AGAINST:** Nil (0)

**8.5 Update to the Central Registration Scheme for Funded Kindergarten Policy**

**Moved: Cr Law**

**Seconded: Cr Agirtan**

That Council endorse the updated Central Registration Scheme for Funded Kindergarten.

**CARRIED**

**FOR:** Crs Agirtan, Ashworth-Collett, Athanasopoulos, Erevnidis, Hill, Howe, Law, Oxley, O'Donnell, Saab and White (11)

**AGAINST:** Nil (0)

**9. Infrastructure and Open Space Reports**

**9.1 Award of Contract CON-24/097 - Stormwater Drain Cleaning & CCTV Services Panel**

**Moved: Cr Agirtan**

**Seconded: Cr Howe**

That Council:

1. Award Contract No. 24/097 – Stormwater Drain Cleaning & CCTV Services Panel, as a Schedule of Rates contract to a panel of two (2) contractors based on their tendered rates and anticipated work quantities for the initial contract period of three (3) years at an estimated total Year 1 cost of \$1,600,000 exclusive GST, with a maximum (5 years) contract term cost of \$8,000,000 excluding GST comprising of:
  - a) Part A (Programmed Maintenance) to GMA Environmental Services Pty Ltd; and
  - b) Part B (Reactive Maintenance) to Citywide Service Solutions Pty Ltd and GMA Environmental Services Pty Ltd; and
2. Authorise the Chief Executive Officer, or their delegate, to exercise the two (2) twelve-month contract extension options upon completion of the initial three (3) year contract term subject to satisfactory performance for a maximum potential contract term of five (5) years from the commencement date.

**CARRIED**

**FOR:** Crs Agirtan, Ashworth-Collett, Athanasopoulos, Erevnidis, Hill, Howe, Law, Oxley, O'Donnell, Saab and White (11)

**AGAINST:** Nil (0)

**9.2 Fencing Policy 2025**

**Moved: Cr White**

**Seconded: Cr Athanasopoulos**

That Council adopt the Fencing Policy 2025 as attached in Appendix 2, with the following amendments as outlined in Option 2 in this report:

- a) removal of the exclusionary clause in Section 4.2 of the Policy that states "Council will not contribute to construction, repair, or replacement costs of a dividing fence of a commercial private property adjoining a public park or public reserve"; and
- b) removal of the word "residential" from clause 4.3 of the Policy.

**CARRIED**

**FOR:** Crs Agirtan, Athanasopoulos, Erevnidis, Hill, Howe, Oxley, O'Donnell, Saab and White (9)

**AGAINST:** Crs Ashworth-Collett and Law (2)

**10. Customer and Corporate Support Reports**

**10.1 Governance and Compliance Report**

**Moved: Cr White**

**Seconded: Cr Law**

That Council:

1. In the exercise of the powers conferred by the legislation referred to in the attached instrument of delegation, resolve that:
  - a) There be delegated to the members of Council staff holding, acting in or performing the duties of the offices or positions referred to in the *Instrument of Delegation to members of Council staff*, the powers, duties and functions set out in that instrument, subject to the conditions and limitations specified in that Instrument, that includes in the conditions and limitations that Council is to be notified where section 12(2)(b) of *The Road Management Act 2004* is exercised.
  - b) The instrument comes into force immediately upon this resolution being made and is to be signed by the Council's Chief Executive Officer and the Mayor.
  - c) On the coming into force of the instrument, the previous delegation to members of Council staff (other than the Chief Executive Officer) are revoked.
  - d) The duties and functions set out in the instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt;
2. Adopt the Councillor Internal Resolution Procedure;
3. Adopt the Councillor Support and Reimbursement of Expenses Policy; and
4. Receive and note the Informal Meetings of Councillors Records.

**Amendment**

**Moved: Cr Law**

**Seconded: Cr Hill**

That the Motion be adopted with the addition of the following at point 3:

3. Adopt the Councillor Support and Reimbursement Policy with the following at point 3:
  - a) Definitions of Councillor duties to include:
    - Council appointments to Committees
    - Attendance at community events where there is a formal role representing Council

**FOR:** Crs Ashworth-Collett, Athanasopoulos, Hill, Law and Saab (5)

**AGAINST:** Crs Agirtan, Erevnidis, Howe, Oxley, O'Donnell and White (6)

**LOST**

- b) In addition to definitions of a Carer
  - Primary care includes the caring of children up to 16 years of age and other dependents as defined in the Carers Recognition Act 2012.



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**FOR:** Crs Ashworth-Collett, Athanasopoulos, Hill, Law and Saab (5)

**AGAINST:** Crs Agirtan, Erevnidis, Howe, O'Donnell and White (5)

**ABSTAINED:** Cr Oxley (1)

**LOST**

c) Section 6.1 to include:

- provision that Councillors be provided with wireless headphones and a car phone holder for handsfree driving upon request

**FOR:** Crs Hill and Law (2)

**AGAINST:** Crs Agirtan, Erevnidis, Howe, Oxley, O'Donnell and White (6)

**ABSTAINED:** Crs Ashworth-Collett, Athanasopoulos and Saab (3)

**LOST**

d) Section 7.2:

- to include: the Chief Executive Officer as the approver for non-mandatory training requests
- to remove "Meets the budget determined by Council"
- be amended to: Councillors are required to present a report to a briefing session outlining their learnings from the conference/training and are encouraged to utilise Councillor statement in Council meetings

Section 7.2.1 to include:

- Women for election
- Commission for Gender Equality in the Public Sector
- Planning Institute of Australia

**FOR:** Crs Ashworth-Collett, Athanasopoulos, Hill, Law and Saab (5)

**AGAINST:** Crs Agirtan, Erevnidis, Howe, O'Donnell and White (5)

**ABSTAINED:** Cr Oxley (1)

**LOST**

Cr Hill left the meeting at 9:19pm.

Cr Hill returned to the meeting at 9:20pm.

**The Substantive Motion was put and CARRIED**

**FOR:** Crs Agirtan, Erevnidis, Hill, Howe, Oxley, O'Donnell, Saab and White (8)

**AGAINST:** Cr Law (1)

**ABSTAINED:** Crs Ashworth-Collett and Athanasopoulos (2)

**Note:** It was requested by Cr Saab and agreed to by the Chairperson that each part of the Amendment be put to the vote separately.

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

**Note:** Cr Saab requested through the Chairperson and was granted an extension of

time of two minutes to speak on the matter.

**The Resolution reads as follows:**

**Moved: Cr White**

**Seconded: Cr Law**

That Council:

1. In the exercise of the powers conferred by the legislation referred to in the attached instrument of delegation, resolve that:
  - a) There be delegated to the members of Council staff holding, acting in or performing the duties of the offices or positions referred to in the *Instrument of Delegation to members of Council staff*, the powers, duties and functions set out in that instrument, subject to the conditions and limitations specified in that Instrument, that includes in the conditions and limitations that Council is to be notified where section 12(2)(b) of *The Road Management Act 2004* is exercised.
  - b) The instrument comes into force immediately upon this resolution being made and is to be signed by the Council's Chief Executive Officer and the Mayor.
  - c) On the coming into force of the instrument, the previous delegation to members of Council staff (other than the Chief Executive Officer) are revoked.
  - d) The duties and functions set out in the instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt;
2. Adopt the Councillor Internal Resolution Procedure;
3. Adopt the Councillor Support and Reimbursement of Expenses Policy; and
4. Receive and note the Informal Meetings of Councillors Records.

**CARRIED**

**10.2 Motions for May 2025 MAV State Council Meeting**

**Moved: Cr Athanasopoulos**

**Seconded: Cr O'Donnell**

That Council:

Review the suggested draft motions and puts forward to the MAV Agenda Committee motions as follows:

Road funding/maintenance

*That the MAV:*

*Calls on the Victorian Government to review its current approach to maintenance of major roads, and in particular the increased tolerance shown by the Department of Transport and Planning for allowing damaged roads to go unrepaired for very long periods.*

- *Calls on the Victorian Government to urgently address the growing safety issue caused by unrepaired potholes, ruts, corrugations, cracking and unmown verges, and*
- *Calls on the Victorian Government to end the practice of offering roadside mowing contracts to councils at below cost, in effect another form of cost shifting.*

Cost of Living

*That the MAV calls on the Victorian Government to act to ease cost of living pressures on Victorian ratepayers by:*

- *Eliminating the fixed charge embedded with the Emergency Services and Volunteers Fund Levy so that it is less regressive towards ratepayers on lower incomes.*
- *Increasing the financial support provided to households to replace their gas appliances with electric ones under the Victorian Energy Upgrades program.*
- *Avoiding pressure for a sharp increase in municipal rates in 2027 by cancelling the requirement for councils to introduce a fourth rubbish bin for glass recycling.*
- *Maintaining and increasing the amount of the school savings bonus for parents of government school children.*
- *Providing the State Government with other cost of living relief options as researched by institutions and think tanks*

Support for infrastructure in activity centres.

*That the MAV:*

- *Calls on the Victorian Government to work closely with councils in which there are declared Activity Centres and strategic development sites and precincts, and actively collaborate to support, encourage and if necessary, fund:*
  - *Useable, flexible and green open space to offset densification*
  - *Measures to ensure the safety and accessibility of public spaces in areas of higher density*
  - *The construction of liveable and high-quality dwellings which can provide a genuine stepping stone for home buyers*
  - *The development of greenfield building sites created by the Level Crossing Removal Authority at locations such as Mentone and Cheltenham which would be ideal for large numbers of social and affordable housing dwellings and are currently idle.*

Support to kindergarten funding

*That the MAV:*

- *Calls on the Victorian Government to outline its future plans for financially supporting the **Best Start, Best Life** kindergarten reforms program and commit to providing adequate funding to ensure the sustainability of early years programs in the face of growing demand and pressure on facilities created by the introduction of Free Kindergarten, Pre-prep and population growth.*

Port Phillip management issues

*That the MAV:*

- *Notes that many municipalities around the shores of Port Phillip now face a risk of inundation as a result of sea level rise that will grow worse over time. The MAV calls on the Victorian Government to:*
  - *Adequately fund repairs to beach and foreshore damage as it happens, including the renourishment of sand on eroded beaches where natural forces do not repair the beaches naturally.*
  - *Simplify and streamline the various agencies with responsibility for Port Philip Bay environmental and infrastructure management*
  - *Adequately fund and support flood prevention and adaptation measures along the Port Phillip coastline.*

**CARRIED**

**FOR:** Crs Agirtan, Ashworth-Collett, Athanasopoulos, Erevnidis, Hill, Howe, Law, Oxley, O'Donnell, Saab and White (11)

**AGAINST:** Nil (0)

**10.3 Motion for Australian Local Government Association National General Assembly**

**Moved: Cr Athanasopoulos**

**Seconded: Cr Saab**

That Council endorses the following motion for submission to the ALGA National General Assembly in June:

**Ensuring the sustainability of in-home aged care services**

The National General Assembly calls on the Australian Government to consider a range of adjustments and enhancements to Commonwealth support for local government as a major provider of in-home aged care.

We urge the Commonwealth to engage with us to address issues which currently threaten the viability of in-home aged care services, including, but not limited to:

- Inadequate funding of case management
- Excessive focus on compliance administration, at the cost of time available to provide direct care
- Counter-intuitive pricing of package levels, which provide no incentive to offer the necessary level of care to high-needs clients
- The lack of any dementia supplement within the Support At Home program
- Pressure on providers to seek individual pricing consent with no mechanism for dealing with situations where consent is not provided

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- The difficulties and barriers to providing services to clients with higher acuity, complex mental health needs, housing or financial issues
- The enforcement-focused model which provides few if any positive incentives to improve performance against standards
- The failure to share any of the significant costs of transition and service transformation
- The absence of any measures which assist in growing the attractiveness of employment in the in-home care sector.

**Addressing the cost of living crisis**

The National General Assembly calls on the Australian Government to acknowledge the role that local governments play in addressing the cost-of-living crisis through the sector's support for community food banks, homelessness services and the shifting of many of the costs of in-home aged care to local government.

- In particular, we urge the Commonwealth to increase the real value of all social security payments so that recipients can afford to buy food after their unavoidable living expenses have been met.
- We urge the Commonwealth to recognise the important role of food banks by increasing the funding available to charities working with local government to provide food to those living in poverty due to joblessness, ill health, disability, age or social isolation.
- Provide the Federal Government with other Cost of Living Relief options as researched by institutions and think tanks.

**CARRIED**

**FOR:** Crs Agirtan, Ashworth-Collett, Athanasopoulos, Erevnidis, Hill, Howe, Law, Oxley, O'Donnell, Saab and White (11)

**AGAINST:** Nil (0)

**10.4 Quarterly Advocacy Update**

**Moved: Cr Agirtan**

**Seconded: Cr Hill**

That Council receives the December 2024 Advocacy update report.

Cr Athanasopoulos left the meeting at 9:40pm.

**CARRIED**

**FOR:** Crs Agirtan, Ashworth-Collett, Erevnidis, Hill, Howe, Law, Oxley, O'Donnell, Saab and White (10)

**AGAINST:** Nil (0)

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**11. Chief Finance Office Reports**

**11.1 Investment Policy Review**

**Moved: Cr Agirtan**

**Seconded: Cr White**

That Council adopt the updated Investment Policy.

**CARRIED**

**FOR:** Crs Agirtan, Ashworth-Collett, Erevnidis, Hill, Howe, Law, Oxley,  
O'Donnell, Saab and White (10)

**AGAINST:** Nil (0)

**11.2 Contaminated Land Policy**

**Moved: Cr Agirtan**

**Seconded: Cr Howe**

That Council adopt the updated Contaminated Land Policy.

**CARRIED**

**FOR:** Crs Agirtan, Ashworth-Collett, Erevnidis, Hill, Howe, Law, Oxley,  
O'Donnell, Saab and White (10)

**AGAINST:** Nil (0)

Cr Athanasopoulos returned to the meeting at 9:42pm.

**Procedural Motion**

**Moved: Cr Athanasopoulos**

**Seconded: Cr Hill**

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

**FOR:** Crs Agirtan, Ashworth-Collett, Athanasopoulos, Erevnidis, Hill, Howe,  
Law, Oxley, O'Donnell, Saab and White (11)

**AGAINST:** Nil (0)

**CARRIED**

**12. Notices of Motion**

**12.1 Notice of Motion No. 4/2025 - Cr Howe - Williams Grove, Bonbeach**

**Moved: Cr Howe**

**Seconded: Cr Agirtan**

That Council:

1. Accept the extrinsic fact that visitation to its coastline and beaches is increasing.
2. Note Bonbeach foreshore's main car park at Williams Grove has no shower or tap for user groups or visitors; and that a 'foreshore infrastructure' budget exists for such upgrades.
3. Be presented with officer report no later than June, with the direction to consult, budget and install a public shower and tap at the Williams Grove foreshore car park within FY25/26.
4. Within the above-mentioned officer report review the site for improvements to lighting, seating, landscaping and civil maintenance issues at the Williams Grove foreshore car park.

**CARRIED**

**FOR:** Crs Agirtan, Athanasopoulos, Erevnidis, Hill, Howe, Law, Oxley, O'Donnell, Saab and White (10)

**AGAINST:** Nil (0)

**ABSTAINED:** Cr Ashworth-Collett (1)

**12.2 Notice of Motion No. 5/2025 - Cr Ashworth Collett - Multicultural Communities in Relation to Their Interest in Participating in First Aid Training**

**Moved: Cr Ashworth-Collett**

**Seconded: Cr Law**

That Council:

1. Note the diverse and multicultural communities in the City of Kingston.
2. Consult with multicultural communities in relation to their interest in participating in first aid training.
3. Receive a report, no later than June 2025, with the outcomes of the consultation and pending demand for first aid training, recommendations, including but not limited to:
  - current options for available first aid training
  - options to deliver the training including consideration of language, type
  - of first aid training and provider models
  - Council's role in the delivery of first aid training
  - other cohorts that could have an interest in first aid training
  - financial considerations

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Cr White left the meeting at 9:54pm.

Cr White returned to the meeting at 9:56pm.

Cr Howe left the meeting at 9.58pm and did not return.

**Moved: Cr Erivnidis**

That the Motion be adopted with the addition of the following additional point:

- the role of partners and other organisation such as RTOs and community centres in supporting communities to access first aid training.

**The Proposed Amendment was accepted by the Mover and Seconder**

**The Substantive Motion was put and CARRIED**

**FOR:** Crs Agirtan, Ashworth-Collett, Athanasopoulos, Erevnidis, Hill, Law, Oxley, O'Donnell and Saab (9)

**AGAINST:** Cr White (1)

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

**The Resolution reads as follows:**

**Moved: Cr Ashworth-Collett**

**Seconded: Cr Law**

That Council:

1. Note the diverse and multicultural communities in the City of Kingston.
2. Consult with multicultural communities in relation to their interest in participating in first aid training.
3. Receive a report, no later than June 2025, with the outcomes of the consultation and pending demand for first aid training, recommendations, including but not limited to:
  - current options for available first aid training
  - options to deliver the training including consideration of language, type
  - of first aid training and provider models
  - Council's role in the delivery of first aid training
  - other cohorts that could have an interest in first aid training
  - financial considerations
  - the role of partners and other organisation such as RTOs and community centres in supporting communities to access first aid training.

**CARRIED**



**12.3 Notice of Motion No. 7/2025 - Crs O'Donnell & Oxley - Women and Girls in Kingston Networking**

**Moved: Cr O'Donnell**

**Seconded: Cr Agirtan**

That Council receive a report no later than May 2025 – outlining options for women's breakfast, gatherings, networking opportunities for women and girls in Kingston to continue to build on the success of Kingston's Women of the Year Awards.

**Amendment**

**Moved: Cr Law**

That the Motion be adopted with the addition of the following:

That this report is referred to the Access and Equity Advisory Committee for consultation before being presented to Council for consideration.

**The Amendment was not accepted by the Chairperson as it was deemed under clause 25.3 of the Governance Rules that it would deprive the motion of its effect due to the timing of the next Committee meeting.**

Cr Agirtan left the meeting at 10:05pm.

Cr Agirtan returned to the meeting at 10:06pm.

Cr O'Donnell left the meeting at 10:06pm.

Cr O'Donnell returned to the meeting at 10:07pm.

**Amendment**

**Moved: Cr Law**

That the Motion be adopted subject to the changing of "May" to "June".

**The Proposed Amendment was accepted by the Mover and Second**

**Amendment**

**Moved: Cr Law**

That the Motion be adopted with the addition of the following:

"That this report is referred to the Access and Equity Advisory Committee for consultation before being presented to Council for consideration."

**The Amendment was accepted by the Mover and Second**

Cr Ashworth-Collett left the meeting at 10:15pm

Cr Ashworth-Collett returned to the meeting at 10:16pm

**The Motion was put and CARRIED**

**FOR:** Crs Agirtan, Ashworth-Collett, Athanasopoulos, Erevnidis, Hill, Law, Oxley, O'Donnell, Saab and White (10)

**AGAINST:** Nil (0)

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**The Resolution reads as follows:**

**Moved: Cr O'Donnell**

**Seconded: Cr Agirtan**

That Council:

1. Receive a report no later than June 2025 outlining options for women's breakfast, gatherings, networking opportunities for women and girls in Kingston to continue to build on the success of Kingston's Women of the Year Awards.
2. Refer the above report to the Access and Equity Advisory Committee for consultation before being presented to Council for consideration.

**12.4 Notice of Motion No. 8/2025 - Cr O'Donnell - Transparency and Councillor Involvement for Awarding Grants**

**Moved: Cr O'Donnell**

**Seconded: Cr Agirtan**

That Council:

1. Acknowledge the substantial concerns around the awarding of grants in June 2024 under the previous Council;
2. Refer the matter and any relevant information to the Local Government Inspectorate for review;
3. Establish a working group of the Mayor, Deputy Mayor and two Councillors to review issues and make recommendations to improve governance in relation to grants, conflicts of interest and other matters. For example: reviewing processes to strengthen conflict of interest declarations to prevent Councillors lobbying behind the scenes or 'horse-trading' support for other issues;
4. Note that this working group may consult with and seek advice from relevant integrity agencies, local government peak bodies and legal advice; and
5. Develop online training modules for Councillors with respect to recognising and preventing fraud and corruption, and conflict of interest training, with senior Council staff to also complete such training where appropriate.

Cr Hill left the meeting at 10:20pm.

Cr Hill returned to the meeting at 10:22pm.

Cr O'Donnell left the meeting at 10:24pm.

Cr O'Donnell returned to the meeting at 10:24pm.

**Procedural Motion**

**Moved: Cr Oxley**

**Seconded: Cr O'Donnell**

That the Mayor Cr Oxley be granted an extension of time of two minutes to speak on the matter.

**CARRIED**

**FOR:** Crs Agirtan, Ashworth-Collett, Athanasopoulos, Erevnidis, Hill, Oxley, O'Donnell and White (8)

**AGAINST:** Nil (0)

**ABSTAINED:** Crs Law and Saab (2)

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**THE Substantive Motion was CARRIED on the casting vote of the Chairperson**

**FOR:** Crs Agirtan, Erevnidis, Oxley, O'Donnell and White (5)

**AGAINST:** Crs Ashworth-Collett, Law and Saab (3)

**ABSTAINED:** Crs Athanasopoulos and Hill (2)

**13. Urgent Business**

There were no items of urgent business.

**14. Confidential Items**

There were no confidential items.

The meeting closed at 10.53pm.

## **7. Planning and Place Reports**

## Ordinary Council Meeting

28 April 2025

**Agenda Item No: 7.1**

### **TOWN PLANNING APPLICATION DECISIONS - MARCH 2025**

**Contact Officer: Julianne Turner, Acting Coordinator Planning and Place**

Attached for information is the report of Town Planning Decisions for the month of March 2025.

A summary of the decisions is as follows:

Type of Decision	Number of Decisions Made	Percentage (%)
Planning Permits	54	69
Notice of Decision	11	14
Refusal to Grant a Permit	0	0
Other - Withdrawn (8) - Prohibited (0) - Permit not required (1) - Lapsed (4) - Failure to Determine (0)	13	17
<b>Total</b>	<b>78</b>	<b>100</b>

(NB: Percentage figures have been rounded)

### **RECOMMENDATION**

That Council note the report of Town Planning Application Decisions for the month of March 2025.

### **Appendices**

Appendix 1 - Town Planning Application Decisions - March 2025 (Ref 25/96139) 

Author/s: Julianne Turner, Acting Coordinator Planning and Place

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

# 7.1

## TOWN PLANNING APPLICATION DECISIONS - MARCH 2025

1	Town Planning Application Decisions - March 2025 .....	9
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Planning Decisions March 2025							
APPL. No.	PROPERTY ADDRESS	SUBURB	APPL. DATE	DATE DECIDED	PROPOSAL DESCRIPTION	DECISION	VCAT/COUNCIL DECISION
KP-2024/566	10 Birdwood Street	PARKDALE	22/10/2024	3/03/2025	To remove an easement (E-1), and shown as E-1 & E-2 on Title Plan 873101K	Permit	No
KP-2025/9	4 Lawborough Avenue	PARKDALE	20/01/2025	3/03/2025	The construction of a verandah over an existing deck	Withdrawn	No
KP-2024/662	29-31 Patty Street	MENTONE	5/12/2024	3/03/2025	Subdivide the Land into Four (4) Lots	Permit	No
KP-2024/581	2 248 Wickham Road	HIGHETT	25/10/2024	3/03/2025	Re-subdivide Lot 1 and Common Property 1 to create Lot 1A and Common Property 2, create unlimited Owners Corporation 2, merge Owners Corporation 1 into Owners Corporation 2, remove carriageway and gas supply easements labelled E-2 on PS 432494L and vary drainage easement labelled E-3 and E-5 on PS 432494L	Permit	No
KP-2025/36	15 Mount View Street	ASPENDALE	31/01/2025	3/03/2025	Subdivide the land into two (2) lots	Permit	No
KP-2024/416	154 Balcombe Road	MENTONE	16/08/2024	3/03/2025	The use and development of the land for a three (3) storey building containing twelve (12) community care accommodation units and to alter access to a road in the Transport Zone 2	Permit	No
KP-2008/661/B	2B Patterson Street	BONBEACH	2/09/2024	4/03/2025	The development of this site for two (2) dwellings, in accordance with plans to be submitted to condition 1 hereof	Permit	No



KP-2024/461	27 Newport Road	CLAYTON SOUTH	6/09/2024	5/03/2025	Construction of two (2) dwellings on a lot	Permit	No
KP-2024/584	2A Owen Street	MORDIALLOC	31/10/2024	5/03/2025	Front fence alteration	Lapsed	No
KP-2021/928/A	50 Cedric Street	MORDIALLOC	26/09/2023	6/03/2025	The development of two (2) dwellings on land affected by a Special Building Overlay	Permit	No
KP-2024/403	85 Osborne Avenue	CLAYTON SOUTH	9/08/2024	6/03/2025	To construct a dwelling to the rear of an existing dwelling on the land	Permit	No
KP-2024/451	292-306 Lower Dandenong Road	MORDIALLOC	30/08/2024	6/03/2025	Develop the land for the purpose of a self-storage facility, a reduction in the number of car parking spaces required and display of business identification signage	Permit	No
KP-2019/95/B	7 Abbey Lane	EDITHVALE	29/04/2024	6/03/2025	The exterior addition to a building for a roof top deck, alterations and additions, and reduction in car parking requirement	Notice of Decision	No
KP-2023/323	4 Eblana Avenue	MENTONE	6/06/2023	6/03/2025	Construction of six (6) two storey dwellings	Notice of Decision	No
KP-2025/60	11 Third Avenue	ASPENDALE	21/02/2025	7/03/2025	The construction of remedial work to the laundry	Permit	No
KP-2024/392	2 Ella Grove	CHELSEA	2/08/2024	7/03/2025	To construct two (2) dwellings on a lot	Permit	No
KP-2024/621	18 Ebden Street	MOORABBIN	18/11/2024	7/03/2025	Use the land as an office	Permit	No
KP-2024/633	77 Sherwood Avenue	CHELSEA	21/11/2024	7/03/2025	Alterations and additions to a dwelling on a lot with a Land Subject to Inundation (LSIO) overlay	Permit	No
KP-2025/28	12 417-419 Warrigal Road	CHELTENHAM	28/01/2025	11/03/2025	The construction of a mezzanine level in the existing warehouse	Permit	No
KP-2019/813	1-23 Wells Road	CHELSEA HEIGHTS	19/12/2019	11/03/2025	Use and development of the subject land for a supermarket and retail premises in the Commercial 2	Permit	Yes - VCAT

					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		
KP-2022/486/A	217-221 Governor Road	BRAESIDE	19/07/2024	11/03/2025	The development of alterations and additions to an existing building, associated works and the display of business identification signage on land affected by a Land Subject to Inundation Overlay	Permit	No
KP-2023/373/A	13A First Street	CLAYTON SOUTH	29/01/2025	12/03/2025	Subdivide the land into three (3) lots	Permit	No
KP-2024/534	47 Alex Avenue	MOORABBIN	9/10/2024	12/03/2025	To use land to sell liquor (producer's liquor license) and to reduce the number of car parking spaces required under Clause 52.06-5.	Permit	No
KP-1999/171/A	30 Ocean Reef Drive	PATTERSON LAKES	10/11/2024	12/03/2025	To develop and use the site for a dual occupancy	Permit	No
KP-2023/161/A	19 Century Drive	BRAESIDE	28/11/2024	13/03/2025	The construction of additions and alterations to the existing warehouse, a reduction in the car parking requirement and the display of business identification signage	Permit	No
KP-2024/83	61 Rowans Road	HIGHETT	7/03/2024	13/03/2025	To construct two (2) dwellings on a lot	Permit	No
KP-2024/324	18 Tanti Street	CHELTENHAM	29/06/2024	13/03/2025	To construct two (2) dwellings on a lot	Permit	No
KP-2024/609	1239-1241 Nepean Highway	CHELTENHAM	13/11/2024	13/03/2025	To use land to sell liquor (packaged liquor licence)	Permit	No
KP-2024/316	19 Laura Street	CLAYTON SOUTH	26/06/2024	13/03/2025	To construct two (2) dwellings on a lot	Permit	No

KP-2024/200/A	1 Aruma Court	CHELSEA	27/02/2025	13/03/2025	The construction of one (1) single storey dwelling	Permit	No
KP-2025/8	39 Rosebank Avenue	CLAYTON SOUTH	15/01/2025	14/03/2025	Subdivide the land into five (5) lots	Permit	No
KP-2000/458	13A Elm Grove	PARKDALE	25/05/2000	17/03/2025	The development of the site for two (2) dwellings	Withdrawn	No
KP-2024/668	7 Grey Street	PARKDALE	10/12/2024	17/03/2025	The construction of buildings and works, including a front fence, carport, porch and covered alfresco, associated with the existing dwelling	Permit	No
KP-2018/919/B	1 656 Nepean Highway	CARRUM	30/10/2024	17/03/2025	The construction of one (1) double storey dwelling to the front of the existing dwelling and associated works	Permit	No
KP-2025/51	80 Nepean Highway	MENTONE	13/02/2025	17/03/2025	Subdivide the land into two (2) lots	Permit	No
KP-2025/80	1 24 Roberna Street	MOORABBIN	5/03/2025	17/03/2025	The construction of an undercover shelter	Permit	No
KP-2024/341	2 10 High Street	MORDIALLOC	8/07/2024	18/03/2025	Extension of existing dwelling on lot less than 300m2	Permit	No
KP-2024/357	1129 Nepean Highway	HIGHETT	15/07/2024	18/03/2025	Use and develop the land for a child care centre, reduce the car parking requirement and alter the access to a road in a Transport Zone 2	Notice of Decision	No
KP-2024/441	102 Valetta Street	CARRUM	30/08/2024	18/03/2025	Development of the land for two (2) dwellings	Permit	No
KP-2024/594	39 Wilson Street	CHELTENHAM	6/11/2024	18/03/2025	The construction of two (2) double storey dwellings	Notice of Decision	No
KP-2024/665	1 63 Wells Road	CHELSEA HEIGHTS	10/12/2024	18/03/2025	To construct or put up for display one (1) major promotional sign	Permit	No
KP-2025/10	125 Rowans Road	MOORABBIN	17/01/2025	18/03/2025	Subdivide the land into two (2) lots	Permit	No
KP-2024/287	15 Rosella Avenue	CLARINDA	12/06/2024	19/03/2025	The construction of two (2) double storey dwellings	Permit	No

KP-2024/245/A	1282 Nepean Highway	CHELTENHAM	12/03/2025	19/03/2025	The construction of a double storey dwelling in the Special Building Overlay	Permit	No
KP-2024/555	Unit 1 421 Station Street	BONBEACH	21/10/2024	19/03/2025	Buildings and works for the construction of a 1.2m front fence	Lapsed	No
KP-2025/98	2 Warren Road	MORDIALLOC	14/03/2025	20/03/2025	To subdivide the land into two (2) lots	Permit	No
KP-2024/285	12 Nardoo Court	CLARINDA	11/06/2024	20/03/2025	To construct two (2) dwellings on a lot	Permit	No
KP-2025/97	170 Nepean Highway	ASPENDALE	16/03/2025	20/03/2025	The construction of remedial work to existing residential building	Permit Not Required	No
KP-2020/632	76 Pier One Drive	PATTERSON LAKES	27/10/2020	20/03/2025	The use of part of the existing building as a restricted recreation facility (swim school)	Notice of Decision	No
KP-2024/166/A	1239-1241 Nepean Highway	CHELTENHAM	22/01/2025	20/03/2025	The use of the land as a place of assembly and to construct buildings and works (enclosure and extension of the pedestrian bridge)	Permit	No
KP-2023/526	6 Berwen Street	CHELSEA	26/09/2023	20/03/2025	Removal and lopping of native vegetation	Withdrawn	No
KP-2024/560	92 Nepean Highway	MENTONE	22/10/2024	21/03/2025	To construct and display business identification signage	Lapsed	No
KP-2019/303/A	7 174-175 Nepean Highway	ASPENDALE	15/05/2023	21/03/2025	Seeking changes to the finished floor levels to Dwelling 1, internal modifications, the removal of the exterior stairs and repositioning of Dwelling 1 vehicle gate	Withdrawn	No
KP-2007/881/C	275-315 Kingston Road	CLARINDA	20/12/2024	21/03/2025	The use and development of the land for Materials Recycling in conjunction with a Refuse Transfer Station until 5 December 2033, the display of business identification signage, a reduction in the car parking requirement for the materials recycling use, the	Permit	No

					removal of native vegetation and alteration		
KP-2025/94	15 Glencannon Crescent	CLAYTON SOUTH	7/03/2025	24/03/2025	To subdivide the land into two (2) lots	Permit	No
KP-2024/533	3 5 Swan Walk	CHELSEA	9/10/2024	24/03/2025	The construction of a dwelling extension	Notice of Decision	No
KP-2023/143	117 Chapel Road	MOORABBIN	24/03/2023	24/03/2025	To construct two (2) or more dwellings (2 dwellings) on a lot and to construct a front fence that exceeds a height of 1.2 metres in a Special Building Overlay	Permit	No
KP-2024/607	441 Warrigal Road	MOORABBIN	13/11/2024	24/03/2025	Use of land for a food and drinks premises, display of business identification signage and associated building and works	Permit	No
KP-2024/92	3 28 Jarrah Drive	BRAESIDE	14/03/2024	25/03/2025	Use the land as an office, construct and carry out works (mezzanine extension), display business identification signs and reduce the number of car parking spaces required	Notice of Decision	No
KP-2025/101	20 Matilda Road	MOORABBIN	17/03/2025	26/03/2025	To subdivide the land into two (2) lots	Permit	No
KP-2025/66	1 Avon Street	MOORABBIN	25/02/2025	26/03/2025	Develop the land for the construction of one (1) new dwelling to the rear of the existing dwelling. Alterations and additions to the existing dwelling.	Withdrawn	No
KP-2024/590	12 Connewarra Avenue	ASPENDALE	6/11/2024	26/03/2025	Construction of two (2) dwellings on a lot	Permit	No
KP-2024/440	11 Felicia Street	MORDIALLOC	30/08/2024	26/03/2025	The construction of two (2) double storey dwellings and to subdivide the land into two (2) lots	Permit	No

KP-2025/84	19 Berry Avenue	EDITHVALE	6/03/2025	27/03/2025	To subdivide the land into four (4) lots	Permit	No
KP-2023/720	184 Centre Dandenong Road	DINGLEY VILLAGE	12/12/2023	27/03/2025	To construct two or more dwellings on a lot	Permit	Yes - VCAT
KP-2024/498	1 64 Northcliffe Road	EDITHVALE	25/09/2024	27/03/2025	Construction of a single dwelling on a site less than 300sm	Withdrawn	No
KP-2023/582/A	15 Barnes Grove	CHELSEA	14/01/2025	27/03/2025	The construction of two (2) double storey dwellings and to subdivide the land into two (2) lots	Permit	No
KP-2024/488	57-63 Governor Road	MORDIALLOC	17/09/2024	28/03/2025	Removal of native vegetation	Permit	Yes - Council
KP-2023/153	1148-1150 Centre Road	OAKLEIGH SOUTH	29/03/2023	28/03/2025	Construction of a six (6) storey mixed use building comprising retail and medical centre uses, alter access to a road in a Transport Zone 2 and a reduction in the standard car parking requirements.	Notice of Decision	Yes - Council
KP-2017/584/A	4 Lawborough Avenue	PARKDALE	28/02/2025	28/03/2025	Develop the land for the construction of a dwelling extension on land within the Special Building Overlay	Permit	No
KP-2025/71	6B The Corso	PARKDALE	28/02/2025	28/03/2025	Build a Pergola (Stratco style) 2.9m x 3.5m on an existing deck to Rear of Dwelling	Withdrawn	No
KP-2023/735	1239-1241 Nepean Highway	CHELTENHAM	20/12/2023	28/03/2025	Construct and put up for display an electronic major promotion high wall sign on the south side of the Southland pedestrian bridge	Notice of Decision	No
KP-2024/561	557 Main Street	MORDIALLOC	23/10/2024	28/03/2025	Installation of a new telecommunications facility comprising a 35 metre monopole,	Lapsed	No

					associated antennas and associated equipment.		
KP-2023/733	1239-1241 Nepean Highway	CHELTENHAM	19/12/2023	28/03/2025	Construct and put up for display an electronic major promotion high wall panel sign on the north side of the Southland pedestrian bridge	Notice of Decision	Yes - Council
KP-2025/69	2 Bank Lane	EDITHVALE	24/02/2025	28/03/2025	To construct and carry out buildings and works (Boatshed)	Permit	No
KP-2023/159	308 Kingston Road	CLARINDA	31/03/2023	28/03/2025	Use and development of the land for a minor sports and recreation facility in the Land Subject to Inundation Overlay, create access to a Transport Zone 2 and installation of three (3) business identification signage.	Withdrawn	No
KP-2024/366	35 Roberna Street	MOORABBIN	19/07/2024	31/03/2025	Use of the land for industry (micro distillery) and bar (food and drink premises), sale and consumption of liquor, display of business identification signage and a reduction to the car parking requirement	Notice of Decision	No

## Ordinary Council Meeting

28 April 2025

**Agenda Item No: 7.2**

### **KP-2023/735 - 1239-1241 NEPEAN HIGHWAY, CHELTENHAM**

**Contact Officer: Beau McKenzie, Principal Planner**

#### **Purpose of Report**

This report is for Council to consider Planning Permit Application No. KP-2023/735 - 1239-1241 Nepean Highway, Cheltenham.

**Note:** This item was previously subject to a resolution of Council at the 24 March 2025 Ordinary Council Meeting. This matter requires the re-consideration of Council as the resolution has since been deemed invalid following a legal review.

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

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

#### **RECOMMENDATION**

That Council:

1. Determine to support the proposal and issue a Notice of Decision to construct and put up for display an electronic major promotion high wall panel sign on the south side of the Southland pedestrian bridge at 1239-1241 Nepean Highway, Cheltenham, subject to the conditions contained within this report.
2. Deems the previous resolution of Council at the 24 March 2025 Ordinary Council Meeting null and void following legal advice on the validity of the decision.

This application requires a decision by Council as the application is of major significance.



**City of Kingston  
Ordinary Council Meeting**

**Agenda**

**28 April 2025**

**EXECUTIVE SUMMARY**

<b>Address</b>	1239-1241 Nepean Highway, Cheltenham (Nepean Highway Road Reserve)
<b>Legal Description</b>	Crown Allotment 42B, Parish of Moorabbin
<b>Applicant</b>	J C Decaux Cordelia Maxwell-Williams
<b>Planning Officer</b>	Beau McKenzie

**PLANNING REQUIREMENTS**

<b>Planning Scheme</b>	Kingston
<b>Zoning</b>	Clause 36.04 – Transport Zone 2
<b>Overlays</b>	Clause 43.03 – Incorporated Plan Overlay (Schedule 1 – Westfield Shoppingtown Southland Concept Plan, November 1994) Clause 45.12 – Specific Controls Overlay (Schedule 14 – Suburban Rail Loop East Incorporated Document, August 2022)
<b>Particular Provisions</b>	Clause 52.05 – Signs
<b>Permit Trigger/s</b>	Clause 36.04-6 – Construct and put up for display a sign over a road carriageway.

**APPLICATION / PROCESS**

<b>Proposal</b>	Construct and put up for display an electronic major promotion high wall panel sign		
<b>Reference No.</b>	KP-2023/735	<b>RFI Received</b>	05/06/2024
<b>App. Received</b>	15/12/2023	<b>App. Amended</b>	N/A
<b>Site Inspection</b>	Yes		
<b>S.52 Advertising</b>	Commenced: 4 July 2024	<b>Advertising Completed</b>	22 July 2024
<b>S.55 Referrals</b>	Transport for Victoria		
<b>Internal Referrals</b>	Yes		
<b>Objection(s)</b>	Four (4) - TRIM checked on 21/02/2025		

**LEGISLATIVE**

<b>Covenant/Other Restriction</b>	No	Complies: N/A
<b>Aboriginal Cultural Sensitivity Area</b>	Yes	
<b>CHMP</b>	Exempt	
<b>Considered Plans</b>	Plans prepared by 'Dennis Bunt Consulting Engineers Pty Ltd', job no. 18245-2, drawing no. DA01 (revision C, dated 21 February 2024) and drawing no. DA02 (revision B, dated 21 February 2024)  Lighting Impact Assessment prepared by 'Electrolight', dated 18/03/2024, revision F	

**DISCLOSURE OF OFFICER / CONTRACTOR DIRECT OR INDIRECT INTEREST**

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

**1. KEY ISSUES**

The main issues arising from this proposal relate to:

- Appropriateness of signage.
- Amenity impacts.
- Traffic impacts.

## 2. SITE AND SURROUNDS

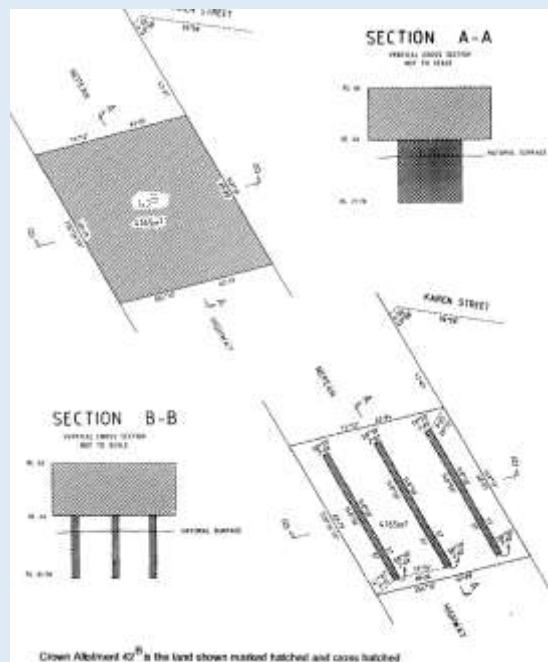
The photograph below illustrates the subject site from a streetscape perspective.



Source: Photo taken by Council Officers on 28 January 2025

### Allotment Placement and Size

The subject site is situated above the Nepean Highway road reserve which forms part of the pedestrian/road bridge for Southland Shopping Centre. The land is formally identified as Crown Allotment 42B and encompasses the physical structure of the bridge as shown on the title plan below:



<b>Size (m<sup>2</sup>) and dimensions</b>	4165m <sup>2</sup>  The land has a frontage width of 62.84 m to Nepean Highway on its northern side and 62.99 m on its southern side. The lot has a maximum depth of 68.83m.
<b>Built Form</b>	As mentioned above, the site comprises the Southland pedestrian/road bridge which connects the shopping centre on the east and west sides of Nepean Highway. The bridge is constructed of steel and glass panels and supported by multiple columns fixed to the road reserve below. The bridge has a total height of 16.48 m, equivalent to approximately 5 storeys.
<b>Topography</b>	The land is flat.
<b>Vegetation</b>	Void of any significant vegetation.
<b>Easement(s)</b>	None.
<b>Footpath Assets / Access</b>	There is a two (2) lane elevated road adjacent to the main structure of the bridge. The road provides access between the Southland multi-level car park on either side of Nepean Highway.

### **3. SURROUNDING LAND**

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



*Source – Nearmaps, dated 1 December 2024*

The subject site is located within the robust Cheltenham-Southland Activity Centre. This precinct is dominated by Southland Shopping Centre which straddles Nepean Highway on either side. The shopping centre features extensive built form with high walls and multiple car parking entrances facing the surrounding road network. The shopping centre continues for approximately 200 m to the south-east along Nepean Highway. Further along the western side of Nepean Highway is land predominantly occupied by single and double storey commercial buildings used for bulky goods retail, childcare centre and medical centres. Behind this commercial corridor to the west is an



established residential area with Garfield Street being the closest residential street to the subject site. This area is mostly developed with townhouses and an apartment building (8-10 Garfield Street). The land is in the Residential Growth Zone – Schedule 3.

Internally illuminated business identification signs attached to the shopping centre form the predominant signage pattern of the area. These signs are generally concentrated above the car parking and main pedestrian entries to the centre. More typical business identification signs exist along the commercial strip on the western side of Nepean Highway including signs attached to building facades and on pole/pylons.



*Source: Photo taken by Council Officers on 28 January 2025 – Southland Shopping Centre on the eastern side of Nepean Highway*



Source: Photo taken by Council Officers on 28 January 2025 – Southland Shopping Centre on the eastern side of Nepean Highway



Source: Photo taken by Council Officers on 28 January 2025 – – Southland Shopping Centre on the eastern side of Nepean Highway





*Source: Photo taken by Council Officers on 28 January 2025 – Southland Shopping Centre on the western side of Nepean Highway*



*Source: Photo taken by Council Officers on 28 January 2025 – View facing south down Nepean Highway*

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Source: Photo taken by Council Officers on 28 January 2025 – Commercial/retail/medical centres line the western side of Nepean Highway



Source: Photo taken by Council Officers on 28 January 2025 – Commercial/retail/medical centres line the western side of Nepean Highway





Source: Photo taken by Council Officers on 28 January 2025 – Commercial/retail/medical centres line the western side of Nepean Highway

#### 4. PROPOSAL

It is proposed to construct and put up for display an electronic major promotion high wall panel sign on the subject site. Signage details are outlined in the table below:

Sign No. 1 – Electronic major promotion high wall panel sign	
Location	An aerial map showing the location of the proposed new digital sign. A line points to the location of the proposed sign. A north arrow is also present.

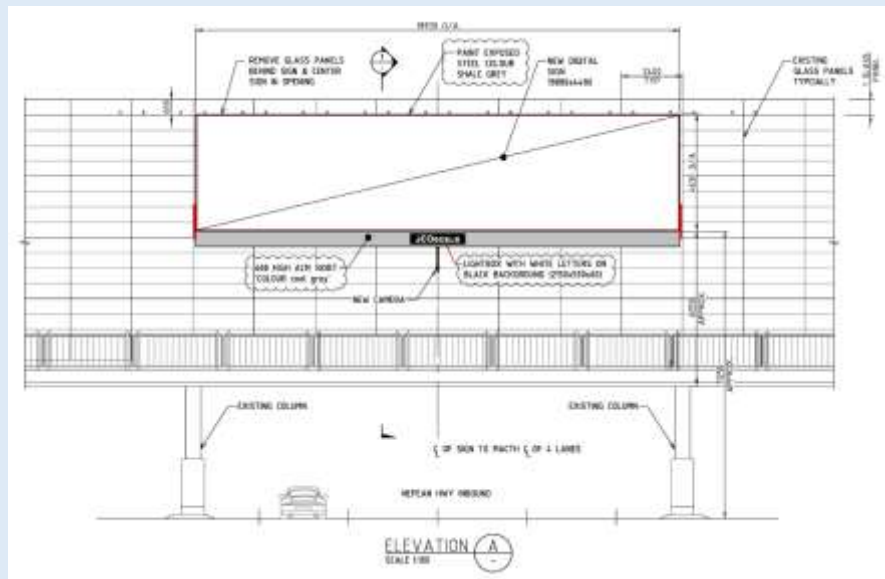


**Positioning**

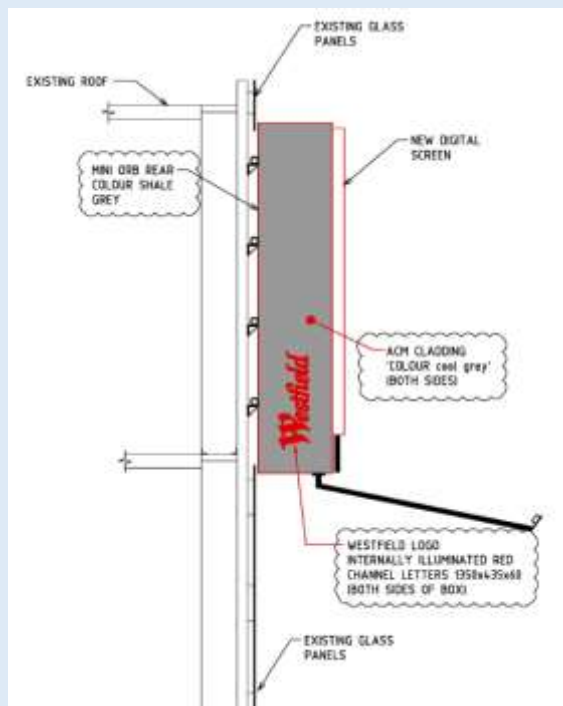
The sign is to be attached to the south-facing side of the Southland pedestrian/road bridge, directly above the inbound lanes on Nepean Highway.

The sign will sit 10.65 m above road level, 5.45 m from the bottom of the bridge and 600 mm from the top. It is noted that the sign will sit higher than the proposed sign on the northern side of the bridge due to the elevated road underneath.

Other proposed signs include the sign operator logo 'JCDecaux' on the bottom skirting and two (2) 'Westfield' signs on the sides of the sign.



*Front (Nepean Highway) view of sign including logo sign on bottom skirting*



*Side view of sign showing the proposed 'Westfield' sign*

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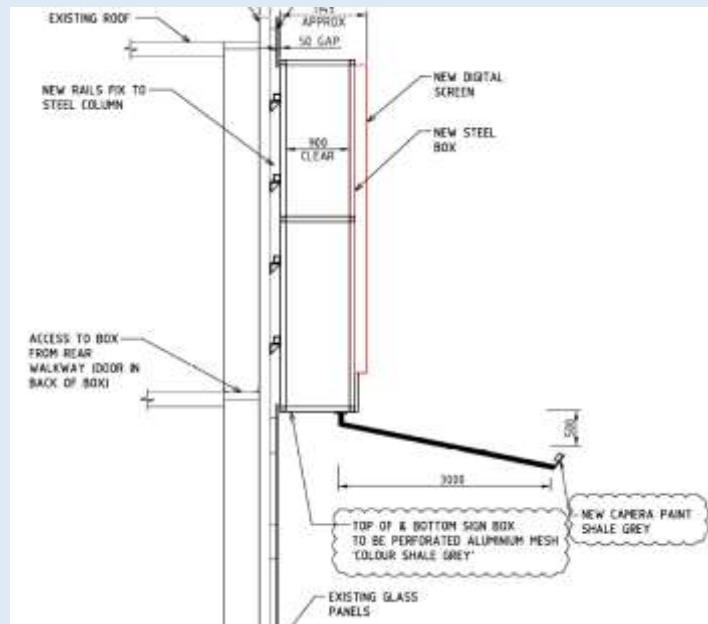
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<b>Dimensions and area</b>	<p><b>Electronic sign</b> Length: 18.88 metres (m) Width 4.48 m Depth: 1.14 m Display area: 84.58 m<sup>2</sup></p> <p><b>JCDecaux sign</b> Length: 2.15 m Width: 500 mm Depth: 60 mm Display area: 1.07 m<sup>2</sup></p> <p><b>Westfield signs (x2)</b> Length: 1.35 m Width: 435 mm Depth: 60 mm Display area: 0.58 m<sup>2</sup>, 1.16 m<sup>2</sup> total.</p> <p>The overall area of the sign and structure is 99 m<sup>2</sup>.</p>
<b>Display and operation</b>	<p>The sign will display static electronic images for a minimum of 30 seconds for 24 hours, 7 days a week.</p> <p>The logo at the bottom of the sign will display 'JCDecaux' in white on a black background.</p> <p>On either side of the sign will be the 'Westfield' logo in red letters.</p> <p>While it is noted that content of signage is not controlled by the planning system, the applicant has confirmed that the Gambling Regulation Act 2003 restricts content relating to gambling in certain circumstances, including in this location above public roads.</p>
<b>Illumination</b>	<p>The sign will be electronically illuminated with the brightness automatically adjusted based on surrounding light conditions.</p> <p>The JCDecaux and Westfield logos will be internally illuminated.</p>

**Support and access**

The sign box will be attached via new rails affixed to existing steel columns behind the glass panels of the bridge. Access to the sign for maintenance purposes will be via a rear door within the sign box connecting to an existing service area behind the glass panels. There will also be a security camera protruding from the centre of the sign which will be used to monitor the content of the sign and any maintenance issues.







**Materials and finishes**

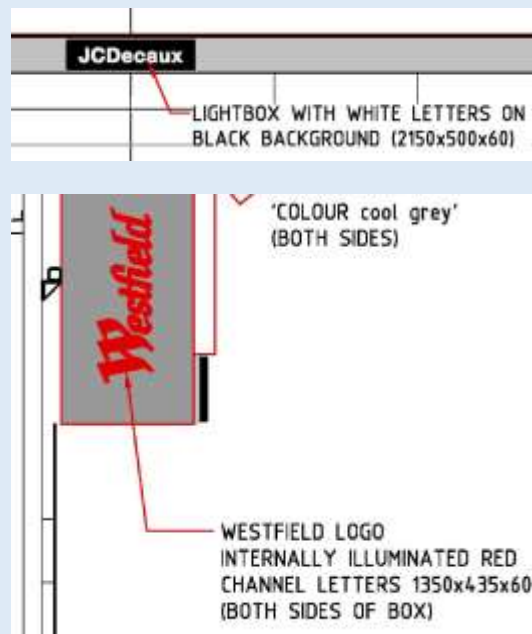
The sign structure will generally feature muted grey colours as depicted on the below schedule.

SCHEDULE OF MATERIALS AND FINISHES	
LOCKER GROUP PERFORATED MESH 80204 ALUMINUM SHEET 1.6mm THICK, POWDERCOATED Dulux DURATEC ZEUS 'COLOUR SHALE GREY' SATIN, 90275575	
ACM ALUMINUM SHEET 3mm THICK POWDERCOATED Prisma A1 ACM, cool grey PC6296	
LYSAGHT COLORBOND MINI DWR 0.48 BMT, Dulux DURATEC ZEUS 'COLOUR SHALE GREY' SATIN, 90275575	
PAINTE OF EXPOSED STEEL - Dulux DURATEC ZEUS 'COLOUR SHALE GREY' SATIN, 90275575	

			
LYSAGHT MINI DWR	ACM SHEET	EXPOSED STEEL	PERFORATED MESH

The two logo signs will incorporate white lettering with black background for 'JCDecaux' and red for 'Westfield'.



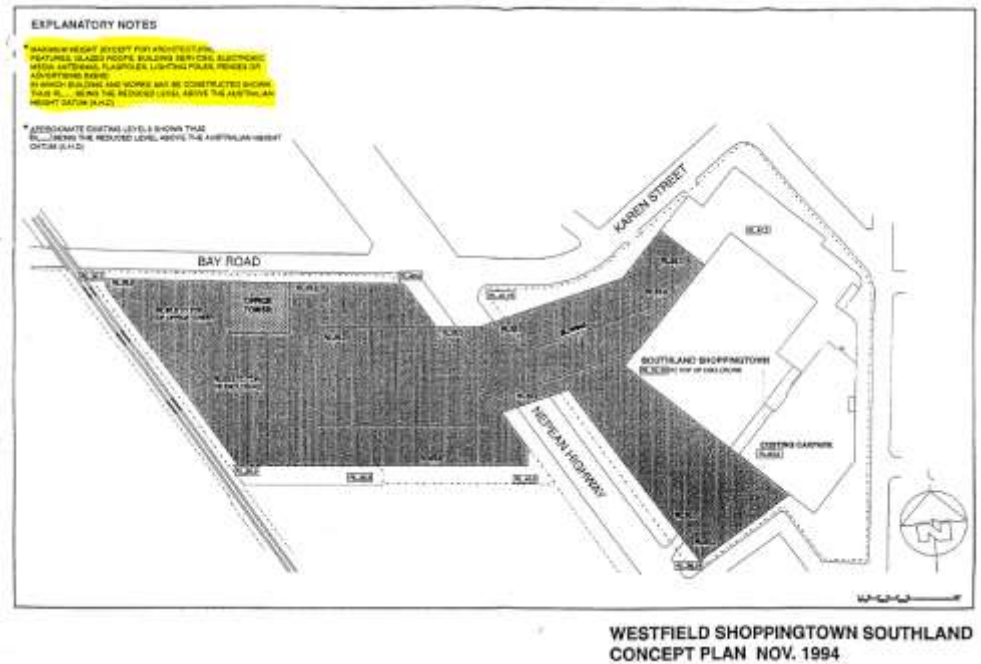
The applicant is also seeking to install the same type of sign above the outbound lanes on the northern side of the bridge (see KP-2023/733).

## 5. AMENDMENTS UNDER SECTION 50 / 50A / 57A OF THE ACT

No formal amendments have been made to the application.

## 6. PLANNING CONTROLS

Zone / Overlay / Particular Provisions	Rationale
<b>Clause 36.04 – Transport Zone 2 (Principal Road Network)</b>	In accordance with Clause 36.04-6, a planning permit is required to construct and put up for display a sign over a road carriageway. Signage requirements are at Clause 52.05.

Zone / Overlay / Particular Provisions	Rationale
<b>Clause 43.03 – Incorporated Plan Overlay (Schedule 1)</b>	<p>The proposed signage does not trigger a planning permit under the overlay as the application is generally in accordance with the <i>Westfield Shoppingtown Southland Concept Plan, November 1994</i>.</p>  <p>As per the highlighted explanatory notes of the incorporated plan, the maximum height requirements do not apply to advertising signage. Irrespective of signs being excluded from the height requirement, the sign does not protrude above the existing building height of the bridge.</p>
<b>Clause 45.12 – Specific Controls Overlay (Schedule 14)</b>	<p>The Specific Control Overlay relates to is the <i>Suburban Rail Loop East Incorporated Document, August 2022</i> which has been introduced to facilitate the delivery of the Suburban Rail Loop and associated infrastructure. The control relates only to the delivery of the SRL and does not limit what can occur on the land including advertising signage. Therefore, the overlay has no bearing on the application.</p>
<b>Clause 52.05 – Signs</b>	<p>Although there are no applicable permit triggers under Clause 52.05 (the trigger being under the zone), the application must meet the requirements of this provision. See below for further discussion.</p>

## 7. REFERRALS

### External Referrals

The application was referred to the following external authorities pursuant to Section 55 of the *Planning and Environment Act 1987*.

Department	Section 52/55	Determining / Recommending	Objection	Comments
Department of Transport	55	Determining	No	Subject to conditions included verbatim within the recommendation section of this report.

**City of Kingston  
Ordinary Council Meeting**

**Agenda**

**28 April 2025**

				<p>Refer to conditions 11 to 29. The applicant is supportive of these conditions.</p>
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**Internal Referrals**

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

Department / Area	Comments / Rationale / Recommended Conditions
Urban Design Advisor	<p>No objections raised. Some design suggestions were raised in initial referral comments which have since been resolved through further information and amended plans. Changes to the plans as recommended by the Urban Design Advisor include:</p> <ul style="list-style-type: none"> <li>- The skirting panel on the bottom of the sign modified from a dark to lighter finish ('cool grey') to better integrate with the glazing façade of the bridge.</li> </ul>
Traffic Engineer	No objection raised, affirming the Department of Transport's recommended conditions.
Lighting consultant (external peer review)	<p>Council Officers engaged 'Webb Australia Group' to undertake a peer review of the applicant's lighting assessment report prepared by 'Electrolight'. The review concluded that the proposed sign complies with the requirements of Australian Standard 4282 (luminance levels) and the Department of Transport's requirements and guidelines for illuminated outdoor signage. The following recommendation has been included as part of the peer review:</p> <ul style="list-style-type: none"> <li>- Council obtain information from the signage supplier on how the lighting control systems for the signs will be programmed and commissioned to verify that the signage outputs (luminances) comply with the DTP and AS 4282 for all ambient light conditions.</li> </ul> <p>The above recommendation has been included as a condition on any permit issued. Refer to condition 2.</p>
Construction Liaison Officer	No objection raised, subject to the provision of a Construction Management Plan due to its location on a main road, activity centre, near sensitive land uses and using a unique construction technique. Refer to condition 30.

**8. ADVERTISING**

The proposal was advertised by sending notices to adjoining and opposite property owners and occupiers and by maintaining a notice on site for fourteen (14) days. Four (4) objections to the proposal were received. The valid grounds of objection raised are summarised as follows:

- Traffic hazards.
- Light pollution/impacts.
- Visual impact.

The following objections raised are not valid planning considerations:

- Safety issues with the shopping centre.
- Type of advertising (i.e. gambling, junk food and alcohol).

## **9. PLANNING CONSULTATION MEETING**

In accordance with Council's Planning Consultation Meeting Policy, no meeting was required as (less than 6) objections to the application were received. However, as required by the Policy, Council's planning officer contacted the objectors followed by further discussions with the applicant to ascertain if the concerns raised by the objectors could be resolved. It should be noted that during the discussion with the objectors no request was received by the planning officer for a planning consultation to be held.

The objector concerns were unable to be resolved, and the objections still stand.

## **10. PLANNING CONSIDERATIONS**

<b>PPF / LPP policy</b>	<b>Clause</b>	<b>Policy outline</b>
<b>Municipal planning strategy</b>	<b>Clause 02.03 – Strategic directions</b>	Clause 02.03 outlines the strategic directions for various land uses and development throughout Kingston including issues of settlement, environmental and landscape values, environmental risks and amenity, natural resource management, built environment and heritage, economic development, transport and infrastructure. These issues are detailed within the relevant policy of the Planning Policy Framework.
	<b>Clause 02.04 – Strategic framework plans</b>	Under this Clause, the City of Kingston's Strategic Land Use Framework Plan and Retail and Commercial Framework Plan identifies the subject site within the Southland Major Activity Centre.



Planning  
Policy  
Framework

Clause 11 –  
Settlement



Clause 11 broadly seeks to ensure planning anticipates and responds to the needs of existing and future communities through provision of zoned and serviced land for housing, employment, recreation and open space, commercial and community facilities and infrastructure. Planning is to prevent environmental and amenity problems created by siting incompatible land uses close together. Planning is to facilitate sustainable development that takes full advantage of existing settlement patterns and investment in transport, utility, social, community and commercial infrastructure and services.

Clause 11.03-1L-02 applies to the Cheltenham-Southland Major Activity Centre which primarily directs the type of land uses and built form desired for the centre and is generally not relevant to advertising signage. However, the most relevant strategies under this policy to the application are as follows:

- *Promote contemporary urban design and landscaping, particularly along the Nepean Highway that enhances the visual amenity of the activity centre and reinforces its regional significance.*



**Clause 15 –  
Built  
Environment  
and Heritage**

- *Provide safe pedestrian, cycling and vehicular access to and from the Nepean Highway.*

**Response: The proposed sign provides an appropriate urban design and safety outcome for the site and surrounding area. Refer to assessment under section 11 for detailed discussion.**

In a broad sense, Clause 15 aims to ensure the role of urban design, building design, heritage and energy and resource efficiency in delivering liveable and sustainable cities, towns and neighbourhoods. Furthermore, it aims that all new land use and development appropriately responds to its landscape and character, valued built form and cultural context, and protect places and sites with significant heritage, architectural, aesthetic, scientific and cultural value.

*Clause 15.01-1S (Urban Design)* aims to create urban environments that are safe, healthy, functional and enjoyable and that contribute to a sense of place and cultural identity. The objectives of *Clause 15.01-2S (Building Design)* seek to achieve building design outcomes that contribute positively to the local context and enhance the public realm.

*Clause 15.01-01L-02 (Signs)* is the primary policy for new signage within Kingston.

**Response: The sign has been designed to ensure it is visually compatible with surrounding land and will provide a positive contribution to its local robust built form context. Council's Urban Design Advisor has raised no concerns with the design of the sign. Refer to assessment under section 11 for detailed discussion.**

*Clause 15.03-2S (Aboriginal Cultural Heritage)* seeks to ensure the protection and conservation of places of Aboriginal cultural heritage significance.

**Response: The Subject Land is identified in an area of Aboriginal Cultural Heritage Sensitivity. In accordance with the *Aboriginal Heritage Regulations 2018 (the Regulations)*, advertising signage is not listed as a high impact activity. Further, the alteration of a building is an exempt activity under r.14 of *the Regulations*.**

ABORIGINAL HERITAGE REGULATIONS 2018 - REG 14

Alteration of buildings

The following are exempt activities—

- (a) the exterior alteration of a building;
- (b) the exterior decoration of a building.

**Therefore, the requirements under the regulations do not apply to the application.**

**Clause 18 –  
Transport**

*Clause 18.01-1S (Land use and transport integration)* seeks to facilitate access to social, cultural and economic opportunities

<b>General Provision</b>	<b>Clause 65 – Decision Guidelines</b> <p>by effectively integrating land use and transport. Of relevance to the application, the following strategy applies:</p> <p><i>Design the transport system and adjacent areas to achieve visual outcomes that are responsible to local context with particular reference to:</i></p> <ul style="list-style-type: none"><li>• <i>Landscaping.</i></li><li>• <i>The placement of signs.</i></li><li>• <i>Providing buffer zones and resting places.</i></li></ul> <p><b>Response: The sign has been designed to ensure it is visually compatible with surrounding land and have no detrimental impact to road users and pedestrians subject to recommended conditions. Refer to assessment under section 11 for detailed discussion.</b></p> <p>Before deciding on an application or approval of a plan, the responsible authority must consider, as appropriate:</p> <ul style="list-style-type: none"><li>• <i>The matters set out in section 60 of the Act.</i></li><li>• <i>Any significant effects the environment, including the contamination of land, may have on the use or development.</i></li><li>• <i>The Municipal Planning Strategy and the Planning Policy Framework.</i></li><li>• <i>The purpose of the zone, overlay or other provision.</i></li><li>• <i>Any matter required to be considered in the zone, overlay or other provision.</i></li><li>• <i>The orderly planning of the area.</i></li><li>• <i>The effect on the environment, human health and amenity of the area.</i></li><li>• <i>The proximity of the land to any public land.</i></li><li>• <i>Factors likely to cause or contribute to land degradation, salinity or reduce water quality.</i></li><li>• <i>Whether the proposed development is designed to maintain or improve the quality of stormwater within and exiting the site.</i></li><li>• <i>The extent and character of native vegetation and the likelihood of its destruction.</i></li><li>• <i>Whether native vegetation is to be or can be protected, planted or allowed to regenerate.</i></li><li>• <i>The degree of flood, erosion or fire hazard associated with the location of the land and the use, development or management of the land so as to minimise any such hazard.</i></li><li>• <i>The adequacy of loading and unloading facilities and any associated amenity, traffic flow and road safety impacts.</i></li></ul>
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- *The impact the use or development will have on the current and future development and operation of the transport system*

**Response: The sign has satisfactorily addressed the above decision guidelines. Refer to assessment under section 11 for detailed discussion.**

## 11.0 ASSESSMENT

The primary consideration of the application is the appropriateness of the proposed sign with respect to local policy under Clause 15.01-1L-02 (Signs) and the state-wide provisions of Clause 52.05 (Signs). The following discussion considers the sign in detail against each policy.

### Clause 15.01-1L-02 (Signs)

The relevant strategies and policy guidelines under this clause are as follows:

#### Strategies - General

- *Discourage the display of animated signs, sky signs, panel signs, major promotion signs, pole signs, bunting signs, inflatable and blimp signs, high wall signs, and V-board signs to reduce visual clutter.*
- *Facilitate signs that result in an overall improved presentation of a building or site.*
- *Discourage signs that dominate the building to which it is fixed or the property on which it is sited.*
- *Encourage signs that complement existing architectural forms, integrate with the architecture or are placed on blank wall surfaces.*
- *Encourage wall or fascia signs to be directly applied to the building and where projection occurs it should be minimal and vertically orientated (i.e. the height of the sign being greater than the width).*
- *Encourage signs to be orientated either vertically or horizontally unless it can be demonstrated that an alternative orientation is appropriate due to the design of the sign or the area to which it is to be displayed.*
- *Encourage signs to be sited within the overall building facade, rather than siting above the building line, protruding from the building into the skyline or extending beyond any edge of its host building.*
- *Reduce visual clutter through the display of fewer, more effective signs and where possible, encouraging new signs to be consolidated with existing signs.*

#### Policy guidelines – General

- *Avoiding large supporting frameworks for signs.*
- *Avoiding the location of signs to face residential uses or the entrance to residential streets, unless the host building or site is in a residential area and the sign is on the frontage of the site.*
- *Incorporating measures to conceal any external lighting, electrical cables, conduits, supporting structures and other equipment associated with the signage, which detracts from the appearance of a building.*
- *Supporting signs on walls that do not cover the architectural features or detailing of a building and are sized in proportion with parapets, panels, windows and wall areas.*

- *Designing high-wall signs to have a minimal projection and a vertical orientation.*
- *Ensuring signs are not duplicated.*

**Strategies – Shopping and commercial areas**

- *Encourage signs that are consistent with signage themes or patterns in the area.*
- *Discourage the proliferation of above-verandah signs and upper level façade signs, particularly in areas with no or minimal existing above-verandah signage.*
- *Discourage upper façade or above-verandah signs particularly where the building is used for residential purposes, such as shop-top housing and on larger mixed retail and residential developments.*
- *Encourage a coordinated and consistent approach to the design and location of signs in shopping centres.*

**Strategies – Main road areas**

- *Limit promotion signs to not be greater in size than or extend beyond any edge of host buildings.*
- *Support the display of sky signs or major promotional signs where they will not:*
  - *Dominate the skyline or landscape.*
  - *Contribute to or create visual clutter.*

**Strategies – Major promotion signs**

- *Discourage major promotional signage.*
- *Limit major promotion signs to areas within the municipality where other major promotion signs are already located.*
- *Discourage the siting of major promotion signs in locations oriented to and visible from open space areas, parkland or residential areas.*
- *Support the display of major promotion and promotion signs at focal points such as major or regional commercial centres on main roads, industrial estates or on major transport routes, where they are in scale with the built form of the immediate locality.*

**Strategies – Illuminated signs**

- *Limit the impact of illuminated signs on the character and amenity of the area.*

**Policy guidelines – Illuminated signs**

*Consider as relevant:*

- *Designing illuminated signs in residential or sensitive use areas (where illumination is deemed necessary) to ensure:*
  - *There is no glare or light spillage.*
  - *Any lighting equipment is concealed from view.*
  - *Signs are only illuminated during the premises operating hours.*
- *Designing illuminated signage to be no more than 3.7 metres above pavement level or located in a display window (neon type).*
- *Limiting high-wall or above-verandah signs to:*
  - *Areas where such a pattern is already generally established and approved.*
  - *Signs with a minimal projection and a vertical orientation.*

**Clause 52.05 – Advertising Signs**

The four (4) key objectives of this provision are as follows:

- *To regulate the development of land for signs and associated structures.*
- *To ensure signs are compatible with the amenity and visual appearance of an area, including the existing or desired future character.*
- *To ensure signs do not contribute to excessive visual clutter or visual disorder.*
- *To ensure that signs do not cause loss of amenity or adversely affect the natural or built environment or the safety, appearance or efficiency of a road.*

Before deciding on an application, in addition to the Decision Guidelines in Clause 65, the Responsible Authority must consider, as appropriate:

- *The character of the area including:*
  - *The sensitivity of the area in terms of the natural environment, heritage values, waterways and open space, rural landscape or residential character.*
  - *The compatibility of the proposed sign with the existing or desired future character of the area in which it is proposed to be located.*
  - *The cumulative impact of signs on the character of an area or route, including the need to avoid visual disorder or clutter of signs.*
  - *The consistency with any identifiable outdoor advertising theme in the area.*
- *Impacts on views and vistas:*
  - *The potential to obscure or compromise important views from the public realm.*
  - *The potential to dominate the skyline.*
  - *The potential to impact on the quality of significant public views.*
  - *The potential to impede views to existing signs.*
- *The relationship to the streetscape, setting or landscape:*
  - *The proportion, scale and form of the proposed sign relative to the streetscape, setting or landscape.*
  - *The position of the sign, including the extent to which it protrudes above existing buildings or landscape and natural elements.*
  - *The ability to screen unsightly built or other elements.*
  - *The ability to reduce the number of signs by rationalising or simplifying signs.*
  - *The ability to include landscaping to reduce the visual impact of parts of the sign structure.*
- *The relationship to the site and building:*
  - *The scale and form of the sign relative to the scale, proportion and any other significant characteristics of the host site and host building.*
  - *The extent to which the sign displays innovation relative to the host site and host building.*
  - *The extent to which the sign requires the removal of vegetation or includes new landscaping.*
- *The impact of structures associated with the sign:*
  - *The extent to which associated structures integrate with the sign.*
  - *The potential of associated structures to impact any important or significant features of the building, site, streetscape, setting or landscape, views and vistas or area.*

- *The impact of any illumination:*
  - *The impact of glare and illumination on the safety of pedestrians and vehicles.*
  - *The impact of illumination on the amenity of nearby residents and the amenity of the area.*
  - *The potential to control illumination temporally or in terms of intensity.*
- *The impact of any logo box associated with the sign:*
  - *The extent to which the logo box forms an integral part of the sign through its position, lighting and any structures used to attach the logo box to the sign.*
  - *The suitability of the size of the logo box in relation to its identification purpose and the size of the sign.*
- *The need for identification and the opportunities for adequate identification on the site or locality.*
- *The impact on road safety. A sign is a safety hazard if the sign:*
  - *Obstructs a driver's line of sight at an intersection, curve or point of egress from an adjacent property.*
  - *Obstructs a driver's view of a traffic control device, or is likely to create a confusing or dominating background that may reduce the clarity or effectiveness of a traffic control device.*
  - *Could dazzle or distract drivers due to its size, design or colouring, or it being illuminated, reflective, animated or flashing.*
  - *Is at a location where particular concentration is required, such as a high pedestrian volume intersection.*
  - *Is likely to be mistaken for a traffic control device, because it contains red, green or yellow lighting, or has red circles, octagons, crosses, triangles or arrows.*
  - *Requires close study from a moving or stationary vehicle in a location where the vehicle would be unprotected from passing traffic.*
  - *Invites drivers to turn where there is fast moving traffic or the sign is so close to the turning point that there is no time to signal and turn safely.*
  - *Is within 100 metres of a rural railway crossing.*
  - *Has insufficient clearance from vehicles on the carriageway.*
  - *Could mislead drivers or be mistaken as an instruction to drivers.*

And specific guidelines for major promotion signs:

- *The effect of the proposed major promotion sign on:*
  - *Significant streetscapes, buildings and skylines.*
  - *The visual appearance of a significant view corridor, viewline, gateway location or landmark site identified in a framework plan or local policy.*
  - *Residential areas and heritage places.*
  - *Open space and waterways.*
- *When determining the effect of a proposed major promotion sign, the following locational principles must be taken into account:*
  - *Major promotion signs are encouraged in commercial and industrial locations in a manner that complements or enhances the character of the area.*
  - *Major promotion signs are discouraged along forest and tourist roads, scenic routes or landscaped sections of freeways.*

- *Major promotion signs are discouraged within open space reserves or corridors and around waterways.*
- *Major promotion signs are discouraged where they will form a dominant visual element from residential areas, within a heritage place or where they will obstruct significant viewlines.*
- *In areas with a strong built form character, major promotion signs are encouraged only where they are not a dominant element in the streetscape and except for transparent feature signs (such as neon signs), are discouraged from being erected on the roof of a building.*

## **Assessment**

### Appropriateness of signage location and scale

Major promotion signage is generally discouraged by the above policy. However, it is recognised that major promotion signs are acceptable in instances where the sign is proposed to be located at a major commercial centre on main roads and designed in scale with the existing built form and sufficiently setback to ensure it does not dominate its setting. Further, it is policy to limit the display of major promotion signs in locations where these types of signs already exist. There are no major promotional signs or similar signs in proximity to the subject site.

The subject site and adjoining built form landscape are dominated by large commercial walls at an approximate height of 18 m (or the equivalent to 5-6 storeys) associated with Southland shopping centre. The surrounding area is also likely to undergo significant change and intensification in future due to the proposed Cheltenham Suburban Rail Loop station to the north of the site at Sir William Fry reserve.

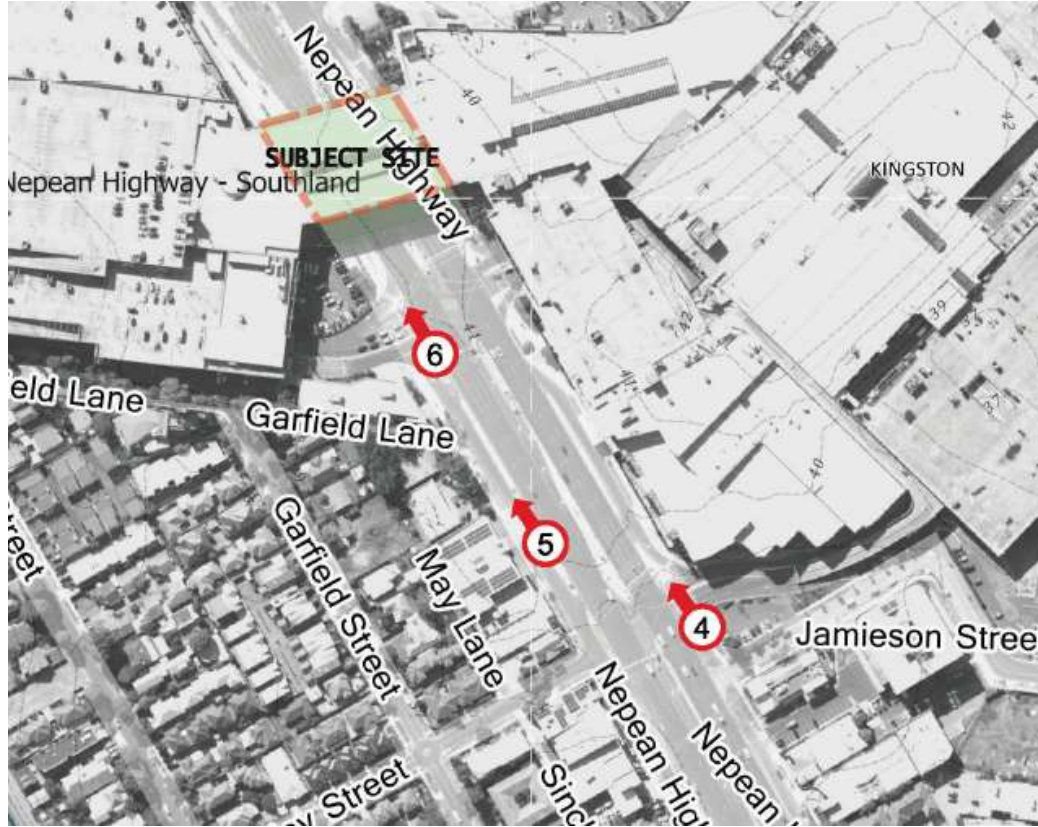
Further, the signage pattern in the area generally consists of internally illuminated business identification signs attached to Southland's walls and concentrated at focal points and car parking entrances to obtain the attention of adjoining road users. These signs are unobtrusive and do not dominate the host building.

This existing and future built form character lends itself to larger signage including promotional signage. The proposed sign is consistent with the immediate signage character, as the sign has been designed to be prominent but maintains a subordinate scale in comparison to its host building. The Southland bridge is a vast and prominent feature over Nepean Highway, extending for a length of approximately 77.8 m and a height of 16.0 m (equivalent to a 5 storey building). The sign is generously setback from the western end of the bridge at 21.7 m and 37.2 m from the eastern end. Although the extent of the bridge enables a wider coverage of the sign, it only occupies an area in line with the intended viewpoint of the inbound lanes. This extent equates to just 24% of the total length of the bridge. The 0.6 m and 5.4 m space from the top and bottom of the bridge respectively will frame the sign and distinguish it from its host building.





The below photo montages (prepared by 'Orbit Solutions Pty Ltd') offer the most accurate perspective of the sign. These perspectives clearly depict the sign to be of similar scale to adjoining signage clusters at Southland and does not dominate the landscape or skyline from afar. The sign also has sufficient separation from existing signs avoiding any visual clutter.



Perspective map - Source: Applicant Submission



View 4 – 240 m from sign (eastern car parking entrance to Southland) - Source: Applicant Submission





View 5 – 170 m from sign (front of 1164 Nepean Highway) - Source: Applicant Submission



View 6 – 70 m from sign (western car park entrance to Southland) Source: Source: Applicant Submission

The application was referred to Council's Urban Design Advisor who raised no objection to the sign. In response to initial feedback from the Advisor, the applicant made changes to the sign by modifying the bottom skirting finish from black to grey to better integrate with the existing glass panels of the bridge.

Impact to sensitive land uses

The sign has been designed with consideration to its visual and lighting impact to sensitive land uses, particularly the nearest residential land along Garfield Street. The sign will be setback 100 m from the closest dwelling which is considered a suitable distance in ensuring its visual impact is mitigated. Further, the proportion of the sign against the existing surrounding robust built form ensures its prominence is negated when viewed from nearby land. The following images illustrate this robust built form adjacent to the residential area in Garfield Street.



*Source: Photo taken by Council Officers on 03 February 2025*



*Source: Google 2025*



The application was accompanied by a 'Lighting Impact Assessment' (LIA) prepared by 'Electrolight'. The assessment has taken into consideration cumulative lighting impact of the proposed sign and existing illuminated signs at Southland and its impact to nearby residential land. The image below illustrates the positioning of existing signs, the proposed sign and the residential properties that have been assessed under the LIA.



Source – Applicant's Lighting Impact Assessment (prepared by 'Electrolight')

The assessment concludes that the illuminance of the sign is in accordance with the relevant Department of Transport Guidelines and *Australian Standard 4282:2023 – Control of the Obtrusive Effects of Outdoor Lighting*. The assessment outlines that the sign will use technology that allows for it to be programmed to change brightness based on the surrounding light conditions and to ensure compliance with the above regulations.

Council Officers engaged an external lighting consultant ('Webb Australia Group') to undertake an independent peer review of this assessment. The peer review has confirmed that the sign will comply with the above regulations and does not raise any concerns with its lighting impact to adjoining residential uses. It has been recommended by the consultant that further information be provided by the signage supplier on how the lighting control systems will be programmed and commissioned to verify the signage outputs comply with the relevant regulations. This recommendation has been reflected as a condition on any permit issued. It is also recommended that a condition be included on any permit issued requiring confirmation from a qualified lighting expert that the requirements of the endorsed lighting impact assessment have been met within three (3) months of completion of works and at any other time requested by Council. Refer to conditions 2 and 3.

Although the lighting impacts satisfy the relevant regulations, it is considered that the 24/7 operation of the sign does not appropriately respond to the land use mix of the immediate surrounds. The sign's operation throughout the night will still have a noticeable effect to residents in the opposite residential area along Garfield Street particularly upper levels which have a direct line of sight to the sign. There is also unlikely to be any significant advertising benefit from the sign's operation at night due to reduced traffic levels and exposure.

Therefore, it is recommended that limits be placed on the operation of the sign during the Australian Standard 4282.2023 nominated post-curfew hours of 11pm and 6am. By way of conditions, the sign will not be permitted to operate between midnight and 6am. However, some level of operation is accepted between 11pm and 12am, but with maximum luminance levels not exceeding 150 cd/m<sup>2</sup>. This threshold is based on the luminance threshold for Environment Zone A2 which is described under AS4282 as: 'low district brightness' found in suburban/rural areas without street lighting. Refer to conditions 4 and 5.

There is no public open space in the vicinity of the proposed sign.

#### Road safety

The application was accompanied by a road safety review undertaken by 'Stantec'. The review concluded that the sign is an appropriate outcome for the site having regard to road hazard considerations under Clause 52.05-8. Other findings within this review include:

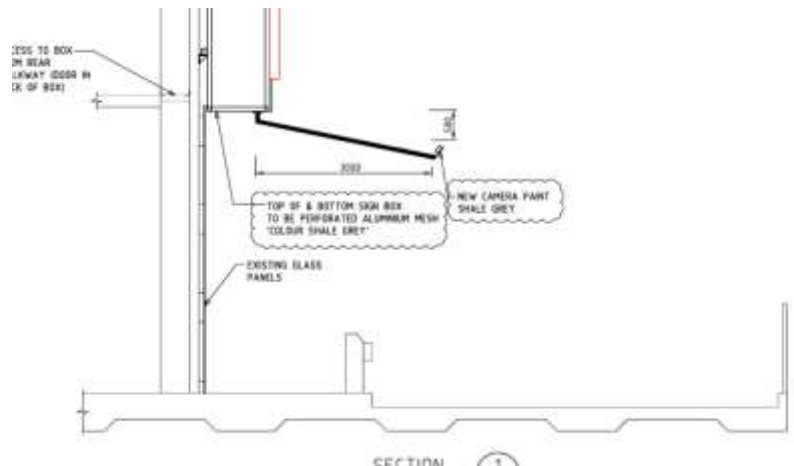
- *The sign will be located near two signalised intersections. However, the intersections do not have high pedestrian volumes and are not particularly highly demanding of attention when compared with typical urban signalised intersections.*
- *The proposed sign will be visible behind traffic signal lanterns for relatively short distances by some motorists on approach to the northern intersection of Nepean Highway with the car park access to Westfield Southland. As motorists get closer to the sign, and hence it becomes more prominent, it will not be behind any signs or signals. Also, when a signal lantern is briefly visible in front of the proposed sign other signal lanterns will not concurrently Perth, Western Australia in front of the proposed sign.*

The application was referred to the Department of Transport. The Department raised no objection to the application with respect to the sign's impact on road safety, subject to several conditions to be included on the permit. These conditions relate to (but not limited to) sign operations including luminance limits and minimum dwell times, display content limits, provision of a lighting compliance report and compliance record keeping. Refer to conditions 11 to 29. Further, the application was referred to Council's Traffic Engineer who raised no objection and affirmed the Department's recommendations.

#### Support structure design

The support structure of the sign will not be visible to the public realm and it has been designed to be seamless and well-integrated with the building. The bottom skirting and sides of the sign are to be clad in aluminium sheeting in a 'cool grey' finish which will blend in with the existing glass panelling of the bridge. The logo box is also an appropriate size and location and is well integrated with the sign.

As the camera structure extends directly towards Nepean Highway, it will barely be visible to inbound traffic and will only be visible from a side view. Further, the elevated road underneath the sign will obstruct any views of the camera from below as shown in the sectional plan below.



### Summary

The proposed sign is considered appropriate to the subject site and surrounding area with regard to its policy and physical context. It is noted that there have been principles established from Victorian Civil and Administrative Tribunal (VCAT) decisions on major promotional signs which has been summarised in the decision *Perpetual Corporate Trust Ltd v Monash CC [2024] VCAT 105*. These principles have assisted in informing the recommendation of this application and in summary are addressed as follows:

- An inherent quality of major promotion signs is that they are generally placed in prominent locations and of a scale to maximise their exposure. The proposed sign is to be located on the prominent Southland bridge in the direct view of motorists along one of Melbourne's major arterial roads.
- Critical elements of these signs are that its scale, form and location are appropriate in the context of the existing physical environment. The sign is located within a robust major commercial centre (Southland) that comprises of 5-6 storey high commercial walls. The host building of the sign is also of 5 storeys in height and of significant length. Whilst the sign is large, it is still proportionality low to its surrounding physical environment.
- These signs can be an important function in relation to public information and awareness and can add interest, colour and character to an area. Such signs are also a legitimate commercial activity. The proposed sign will add vitality to the existing bridge which has no features of visual interest, colour or character. The sign will offer advertising opportunities and provide information to the public in an appropriate manner. There may also be opportunities for the sign to display community information.
- Any new sign must be consistent with planning policy guiding future development and have regard to potential amenity impacts on surrounding uses. The proposed sign is consistent with the policy and decision guidelines outlined under Clause 15.01-1L-02 and Clause 52.05 of the Scheme with respect to visual amenity, existing signage pattern and scale and impact on residential areas and road safety.

## 12. RESPONSE TO GROUNDS OF OBJECTIONS

The objectors' concerns have largely been addressed within section 10 of this report. The following objector concerns remain outstanding as they are deemed to be outside of the scope of planning considerations:

- **Safety issues with the shopping centre.**  
An objector raised concerns with the current operation of the shopping centre which has no relevance to the proposed sign.
- **Type of advertising (i.e. gambling, junk food and alcohol).**

The Planning Scheme does not regulate the type of advertising that can be displayed for signage. However, the applicant has included in their submission that images will need to comply with the various industry and regulatory organisational advertising policies and standards, codes of practice/ethics and guidelines.

### **13. CONCLUSION**

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

As outlined above, it has been determined that prior to deciding on this application, all factors pursuant to Section 60(1) of the Act have been considered. Further to this, the proposal does not give rise to any significant social or economic effects.

The proposed development is considered appropriate for the site as evidenced by:

- The design and siting of the proposed development to be compatible with the surrounding area.
- The proposal should not have a detrimental impact on surrounding properties (subject to appropriate conditions).
- The proposal satisfies the requirements of the Kingston Planning Scheme, including the PPF, strategic vision, zoning / overlay controls and Particular Provisions.

### **14. RECOMMENDATION**

That Council determine to support the proposal and issue a notice of decision to grant a planning permit to construct and put up for display an electronic major promotion high wall panel sign at No. 1239-1241 Nepean Highway, Cheltenham, subject to the following conditions:

#### **Endorsed Plans**

1. The location, type, details and dimensions of the sign including the supporting structure as shown on the endorsed plans must not be altered without the prior written consent of the Responsible Authority.

#### **Lighting Impact Assessment**

2. Prior to the commencement of the installation works, an amended Lighting Impact Assessment (LIA) generally in accordance with the LIA prepared by 'Electrolight' (dated 18/03/2024, revision F) to the satisfaction of the Responsible Authority, must be submitted to and approved by the Responsible Authority. When approved, the report will be endorsed and will form part of the permit. The report must be updated to include the following information:
  - a) Details from the signage supplier of how the lighting control systems for the sign will be programmed and commissioned to verify that the signage outputs (luminance's) comply with the relevant Department of Transport guidelines and AS4282 for all ambient light conditions.
3. The permit holder must provide to Council written confirmation from a qualified lighting expert demonstrating that the requirements of the endorsed lighting impact assessment required under condition 2 have been met within three (3) months of completion of works and at any other time requested by Council.

#### **Operational requirements**

4. The sign must not exceed a maximum average luminance level of 150 cd/m<sup>2</sup> between 11:00pm to 12:00am (midnight), except with the prior written consent of the Responsible Authority.

5. The sign must not operate between the hours of 12:00am (midnight) to 6:00am, except with the prior written consent of the Responsible Authority.

**General amenity**

6. Light emissions from the sign must comply with AS4282 - Control of the Obtrusive Effects of Outdoor Light and/or any other equivalent policy or regulation.
7. The intensity of the external lighting and lighting in the signage must be limited so as not to cause glare or distraction to motorists or other persons or loss of amenity in the surrounding area, to the satisfaction of the Responsible Authority.
8. The signage must be wholly located within the subject property.
9. No flashing, intermittent or changing colour lights is permitted to be displayed, except with the prior written consent of the Responsible Authority.
10. The sign must not:
  - a) Dazzle or distract drivers due to its colouring;
  - b) Be able to be mistaken for a traffic signal because it has, for example, red circles, octagons, crosses or triangles;
  - c) Be able to be mistaken as an instruction to drivers.

to the satisfaction of the responsible authority.

**Transport for Victoria conditions**

11. During the operation of the sign, the maximum average luminance and threshold increment values as specified in below must not be exceeded:
  - Maximum average luminance:
    - Full sun on face of signage: no limit
    - Daytime luminance: 6000 cd/m<sup>2</sup>
    - Morning and evening twilight and overcast weather: 700 cd/m<sup>2</sup>
    - Night time: High District Brightness 350
  - Threshold increment max %:
    - Night time: 20%
  - Adaptation luminance:
    - Night time: 5
12. The signs must be dimmable and have a suitable control system to enable maximum lighting levels to be set or adjusted if deemed necessary by the Responsible Authority and the Head, Transport for Victoria.
13. Where illuminated during the day, the sign must be fitted with Photocell/s (light sensor/s) that measure the ambient light and control system technology that enables the luminance of the sign to automatically adjust relative to the measured ambient light level.
14. Any change in brightness levels must be applied during an image transition, not while an image is being displayed.
15. Where the graphical content or colours can change (such as for digital/electronic signage), any changes in image must occur in 0.1 seconds or less.
16. The sign must operate in accordance with the Lighting Impact Assessment Report submitted with the application prepared by Electro Light Australia, 7 December 2023 (ref: 1096.118A) to

the satisfaction of and at no cost to the Head, Transport for Victoria and the Responsible Authority.

17. Prior to the operation of the sign, a Lighting Compliance Report must be submitted to and approved by the Responsible Authority and the Head, Transport for Victoria. The Lighting Compliance Report must demonstrate that the sign has been commissioned according to the requirements of the Lighting Impact Assessment Report. The Compliance Report must include the following:
  - i. On site luminance measurements for Daytime, Evening/Morning Twilight and Night Time, based on a 100% white screen set to the maximum value for each lighting condition.
  - ii. Date and times of luminance measurements for the relevant lighting conditions.
  - iii. Details of the luminance meter used, including serial number. The luminance meter must have been calibrated by an appropriately certified Lab within the last 12 months. The date of calibration and Calibration Report Number shall be provided.
  - iv. A description of the luminance methodology used, including location and orientation of the luminance meter relative to sign, the image/content displayed on sign and number of measurement points taken. The signage should be measured with a 100% white image displayed, unless signage is a fixed colour/design.
  - v. Photos of the sign for each sky condition measured, taken from the meter location.
  - vi. Indicative elevation plans of the signage showing the values of luminance at each measurement point.
  - vii. A summary showing the final average luminance of the signage for each relevant sky condition.
  - viii. A certification signed by a suitably qualified lighting consultant to undertake luminance measurements.
18. The operator must keep a Compliance Record of the operation of the sign. This must be provided to the Head, Transport for Victoria within 5 days of a written request. The Compliance Record must include:
  - i. The sign's luminance ( $\text{cd/m}^2$  or as a percentage of its maximum luminance) in minimum 10-minute intervals.
  - ii. The sign's photocell (light sensor) reading of the ambient light in minimum 10-minute intervals.
  - iii. The dwell time and transition time between successive images.All record information must be time and date stamped to show the time of measurement.  
Compliance Records must be maintained for a minimum of 12 months.
19. Electronic signage must have an Upward Light Ratio (ULR) of less than 50% and the design must include facilities (such as integral baffles) to mitigate upward waste light.
20. No advertisement must be displayed for less than 30 seconds.
21. The transition from one advertisement to another must be instantaneous.
22. The sign must not display content, images or text:
  - i. Giving the illusion of continuous movement.
  - ii. Capable of being mistaken for traffic signals or traffic control devices, including red, amber or green circles, octagons, crosses or triangles.



- iii. Capable of being mistaken as an instruction to a road user, including the wording stop, give way, slow down, turn left or turn right.
  - iv. With a flashing background, flashing text, flashing images, blinking or fading elements that create the illusion of movement.
  - v. Contain any animation.
  - vi. Capable of being interpreted as projections beyond the face of the advertising screen such as through 3D technology.
  - vii. Consisting of present time or other contemporary update information relating to news, weather or time.
  - viii. Containing video, movie or television broadcasts.
23. The advertising area must not be split into two screens with different messages.
24. The sign and any displayed advertisement must not include any ancillary extension, embellishment or accessorisation within or outside the permitted advertising area unless the Head, Transport for Victoria has agreed to in writing prior to its installation.
25. The use of sound or motion to activate the sign is not permitted.
26. The use of sound to interact with road users is not permitted.
27. The sign must not dazzle or distract road users due to its colouring.
28. In the event of an attack by a computer hacker or similar resulting in unauthorised display of visual images or any other display malfunction, the electronic sign must shut down and cease any form of visual output until the malfunction is repaired.
29. This permit expires 15 years from the date of issue, at which time the sign and all supporting structures must be removed, and the site made good to the satisfaction of the Responsible Authority.

**Construction Management Plan**

30. Prior to the commencement of any buildings and works on the land, a Construction Management Plan (CMP), to the satisfaction of the Responsible Authority, must be submitted to and approved by the Responsible Authority. The CMP must be prepared in accordance with the City of Kingston Construction Management Policy and Construction Guidelines. The CMP must specify and deal with, but is not limited to, the following elements:
- a) Public Safety, Amenity and Site Security
  - b) Traffic Management
  - c) Stakeholder Management
  - d) Operating Hours, Noise and Vibration Controls
  - e) Air Quality and Dust Management

When approved, the plan will be endorsed and will then form part of the permit and shall thereafter be complied with during the undertaking of all works.

**Permit expiry**

31. The sign must be constructed and maintained to the satisfaction of the Responsible Authority.
32. Once the erection of the sign has commenced it must be continued and completed to the satisfaction of the Responsible Authority.
33. This permit (as it relates to the sign) expires 15 years from the date of issue, at which time the sign and all supporting structures must be removed, and the site made good to the satisfaction of the Responsible Authority.

**City of Kingston  
Ordinary Council Meeting**


**Agenda**

**28 April 2025**

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- 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.

**Appendices**

Appendix 1 - KP-2023/735 - 1239-1241 Nepean Highway Cheltenham - Considered Plans (Ref 25/31997)  [Download](#)

Author/s: Beau McKenzie, Principal Planner  
Reviewed and Approved By: Amy Lin, Team Leader Statutory Planning  
Jaclyn Murdoch, Manager City Development

## 7.2

### **KP-2023/735 - 1239-1241 NEPEAN HIGHWAY, CHELTENHAM**

<b>1</b>	<b>KP-2023/735 - 1239-1241 Nepean Highway Cheltenham - Considered Plans .....</b>	<b>55</b>
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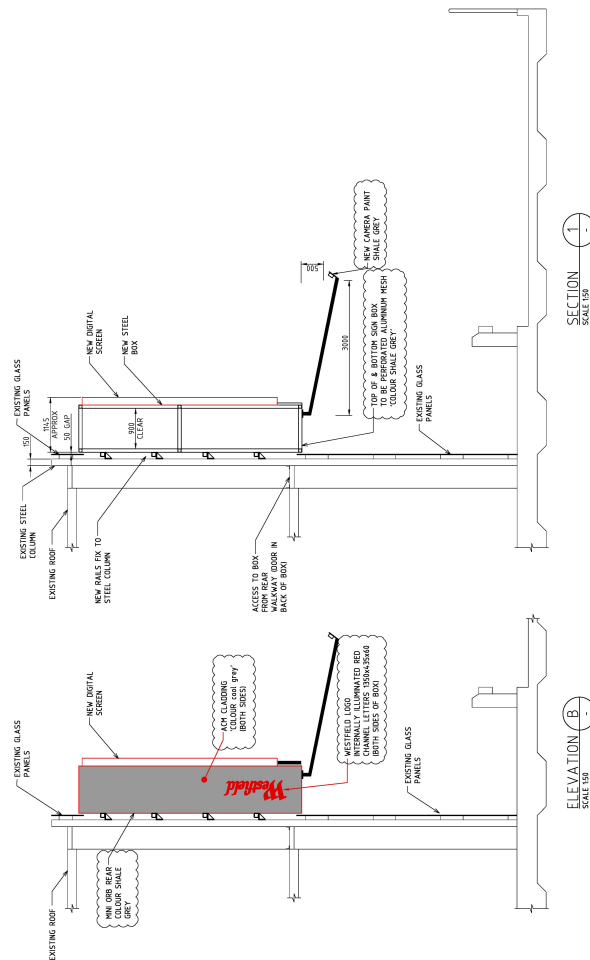
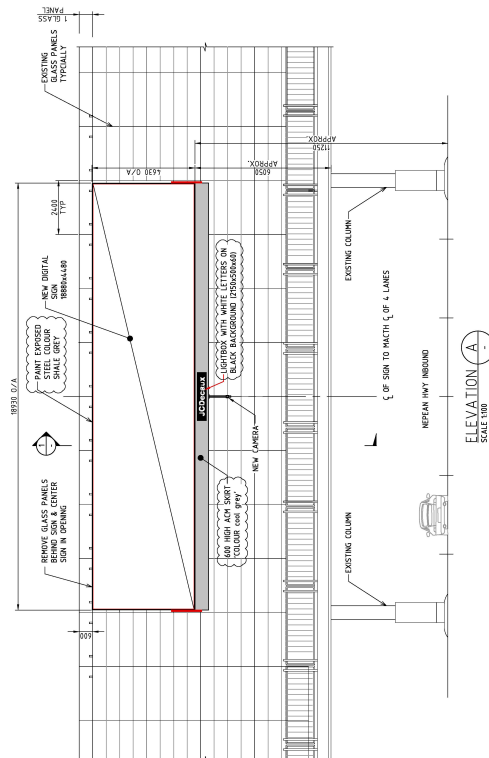






LOCATION OF —  
PROPOSED NEW  
DIGITAL SIGN

AERIAL PHOTO  
NTS



ELEVATION B  
SCALE 150

SECTION 1  
SCALE 1:50

ALL MEASUREMENTS IN mm

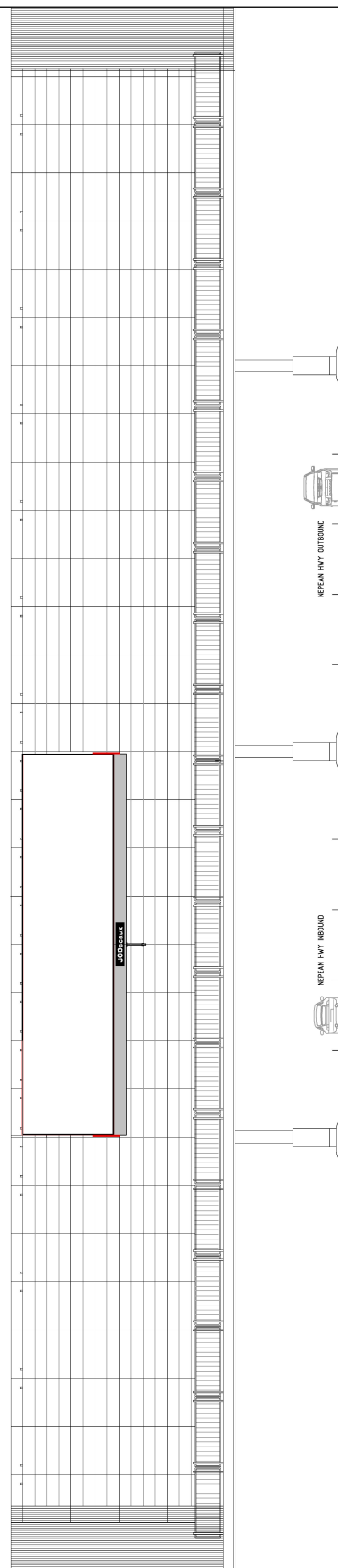
NOT FOR CONSTRUCTION

SS	DATE	COMMENT
A	09/06/23	ISSUED FOR APPROVAL
B	21/11/23	ISSUED FOR APPROVAL
C	21/02/24	ISSUED FOR APPROVAL

Suite 1, Building 8, 49 Frenchie Forest Road East,  
Frenchie Forest, NSW 2206  
P.O. Box 602, Frenchie Forest, NSW 2037  
Ph: 02 9451 3486 Fax: 02 9451 3486  
Email: [info@dogbox.com.au](mailto:info@dogbox.com.au)  
ABN 23 058 013 724

**TITLE**  
**PROPOSED DIGITAL SIGN**  
**GENERAL ARRANGEMENT &**  
**SITE PLAN**

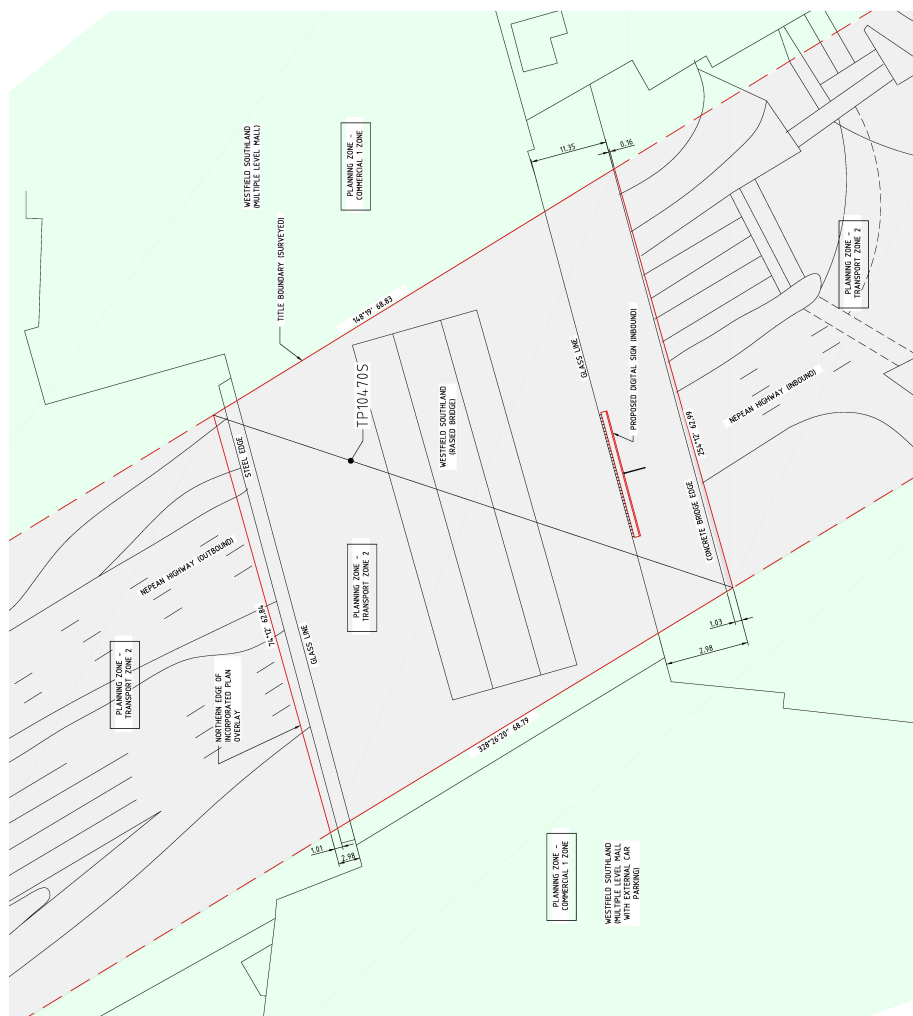
DRAWN M.T.	DESIGN J.L.	DATE: JUN'23
JOB NO: 18245-2		DWG NO: DA01
SCALE @ 1" = 15' 0"		REV: C




LINK BRIDGE AND SIGN ELEVATION  
SCALE 1:100

[illegible]





SITE PLAN  
SCALE N.T.S.

DATE	COMMENTS		Date: 1. Bidding & 6. Month Period End Date P.O. Box 652, Franklin, MA 01907 Tel: 508 881 3400 Fax: 508 881 3406 Email: <a href="mailto:info@dbe.com">info@dbe.com</a> AMN 23 036 07 124	PROJECT: SOUTH LAND NEPEAN HIGHWAY BRIDGE (NBOUND) ROADSIDE (R/L) CIVIL & ASP. ATTACHMENT TO BRIDGE	TITLE: PROPOSED DIGITAL SIGN SITE PLAN	DRAWN: M.Y. DESIGN: J.L. DATE: FEB24	DWG NO: DABD SCALE: @ 1/4" = 1'-0" SHOW REV: A	NOT FOR CONSTRUCTION
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## **8. Community Strengthening Reports**

Agenda Item No: 8.1

## 2023-2026 KINGSTON YOUTH STRATEGY - YEAR TWO HIGHLIGHTS REPORT

**Contact Officer:** Tanya Marques, Team Leader Youth Services  
Zorica Djuric, Youth Participation and Development Officer

### Purpose of Report

The purpose of this report is to provide Council with an update on the progress of the 2023-2026 Kingston Youth Strategy.

### 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 Year Two Highlight Report for the 2023-2026 Kingston Youth Strategy.

## 1. Executive Summary

This report provides Council with an overview of key outcomes and highlights of year two of the 2023-2026 Kingston Youth Strategy. The Year Two Highlight Report is presented at appendix 1 and the 2023-2026 Kingston Youth Strategy, is presented at appendix 2.

Youth Services has overseen and coordinated 31 key actions by delivering 59 programs, events, services and networking opportunities in its second year of delivery. The team also collaborated internally to support 25 key outcomes directly impacting young people.

## 2. Background

### Youth Services

Youth Services work with young people 12-25 years of age who live, work or study in the City of Kingston. They deliver a range of free services and programs including counselling and youth work support, community-based programs, school-based programs and information and supported referrals.

### Kingston Youth Strategy

On 30 January 2023, Council adopted the [2023-2026 Kingston Youth Strategy](#) (as presented at appendix 2) and 2023 Action and Evaluation Plan. The development of the Strategy was based on extensive research and community consultation, which informed the Strategy's themes, priority areas, key directions, actions and evaluation plan.

The Strategy outlines how Council will support, empower, and advocate for young people aged 12 to 25 years. It provides the strategic framework and focuses on four key priority areas when supporting, acknowledging, connecting and preparing young people.

The Year Two Highlight Report has been developed to showcase key outcomes achieved in the second year of the Youth Strategy.

### **3. Discussion**

#### **3.1 Year Two Highlight Report**

In 2024, Kingston Youth Services coordinated and oversaw 31 key actions by delivering 59 programs, events, services and networking opportunities. The Year Two Highlight Report (as presented at appendix 1) showcases the achievements delivered within the community and informs the future planning of key actions. In 2024 some of the key highlights included:

- Achieving a 96% satisfaction rating with all services provided to young people. An extensive process was implemented to ensure the continuous voice of young people was captured by undertaking a planned approach in collating surveys throughout program delivery in 2024.
- More than 16,000 contacts with young people were created in 2024 through program delivery, events and school-based engagement.
- 342 community-based sessions were delivered including programs offered at Platform 81, summer engagement activities and community events throughout 2024.
- More than 700 free counselling and youth work support sessions provided.
- 2,253 pre, mid and post experience surveys collated shaping service planning, delivery and design.
- 34 Drop-In sessions were delivered at Platform 81 to engaging more than 2,000 youth contacts offering connection, information and activities on a Friday afternoon.
- Over 4,700 attendees from Platform 81 events held in 2024.
- 13 young women participating in a 10-week leadership resilience program in partnership with the Hawks Community Foundation and Mentone Girls Secondary College.
- In 2024 Pride Connect was developed with LGBTIQ+ young people aged 18-25 years to increase social connections through recreational activities.

For more information, please see Appendix 1: 2023-2026 Kingston Youth Strategy Year Two Highlight Report.

#### **3.2 Planning for 2025**

With the commencement of the new Council term and Council and Wellbeing Plan 2025-29, there will multiply review points for Youth Services:

- Review of programs in line with the Council and Wellbeing Plan 2025-29, providing an opportunity to respond to the new Council's directions / priorities.
- Review of services, events and programming in line with reduced State Government funding.
- Commencing development of the new Youth Strategy in late 2025, ready for Council consideration by mid-2026.

In addition, there will be a greater focus placed on:

- Rolling out the Fair Play Project initiative for Kingston supporting vulnerable 5-18 years to access free team sports in partnership with Team Sports 4 All.

- Embedding the VicHealth Local Government Partnership framework for sustainability. In 2023, Council partnered with VicHealth as a fast-track Council to ensure children and young people have the opportunity to grow up active, socially connected and healthy. 17 key actions were committed to over two years with 6 actions completed in 2024.

#### **4. Consultation**

##### **4.1 Internal Consultation:**

Youth Services works collaboratively with many Council departments.

##### **4.2 Community Consultation:**

Group	Method
Key Stakeholders <i>Young people</i> <i>Parents/Carers</i>	<p>Youth Services uses a range of ongoing processes to gather feedback from service users.</p> <p>This feedback is summarised in the Year Two Highlight Report. 2,253 pre, mid and post experience surveys have been collected in 2024. The surveys collected anonymous feedback from service users ensuring young people, parents/carers, educators and service providers have an opportunity to have a say on what has worked well, what can be improved, have programs/services been satisfactory, safe, inclusive and spaces where people have been heard.</p> <p>Surveys collected form part of annual evaluation processes and inform service planning.</p>
Advisory Committees	<p>Youth Advisory Committee (12-17) Youth Advisory Committee (18-25) Both Advisory Committees were consulted on the key directions and actions for 2025 and will be consulted throughout 2025.</p>

##### **4.3 Results/Findings:**

Key results and findings from surveys collated in 2024 include:

- 99% of young people reported feeling safe and included in all services, programs and events provided by Youth Services.
- 98% of young people reported feeling heard in all services, programs and events provided by Youth Services.
- Young people accessing counselling services reported one of the key benefits to accessing this free service: *"it allows for a place for youth to be heard and fully process how they feel."*
- Young person participating in school-based program supporting year 10 students to manage anxiety and exam stress stated *"the breathing exercises I'm going to implement them into my daily routine."*
- Youth Advisory Committee 12-17 years participant informed their highlight or achievement for 2024 as been given the opportunity to *"voice my opinion on issues in hopes I can be (a part) of an impact"*.

## **5. Compliance Checklist**

### **5.1 Council Plan Alignment**

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

Strategy: Prioritise our community's mental wellbeing

The Youth Strategy and Action and Evaluation Plan links directly to Council's strategic direction Healthy and Inclusive, in particular measuring satisfaction with Kingston's youth services support and counselling.

### **5.2 Governance Principles Alignment**

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

The Year Two Highlights report provides an opportunity for Council to publicly demonstrate its support for young people and the services and programs available to young people and the wider community.

### **5.3 Financial Considerations**

The Year Two Highlights report and the activities described therein are undertaken within existing resources.

Youth Services had previously been the recipients of State Government Engage and Freeza grants. However, the most recent application for the 2025, 2026 and 2027 calendar years was unsuccessful. The two grants totalled \$95,000 per annum. As such, the services, events and programming is being reviewed within the context of this loss of income.

### **5.4 Risk considerations**

The Kingston Youth Strategy takes into consideration changes in the legislative and regulatory context for youth service provision, in particular newly revised Child Safe Standards in Victoria and the implementation of the Gender Impact Assessment framework when implementing new programs and services.

## **Appendices**

Appendix 1 - 2025 Year Two Highlight Report FINAL - Youth Strategy (Ref 25/99432) 



Appendix 2 - 2023-2026 Kingston Youth Services Strategy (Ref 25/99154)  

Author/s:	Tanya Marques, Team Leader Youth Services Zorica Djuric, Youth Participation and Development Officer
Reviewed and Approved By:	Mark Patterson, Manager Family Youth & Childrens Services Kate Waters, Acting General Manager Community Strengthening

# 8.1

## 2023-2026 KINGSTON YOUTH STRATEGY - YEAR TWO HIGHLIGHTS REPORT

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# 2023-2026 **Kingston Youth Strategy**

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**KINGSTON YOUTH SERVICES**

**Year Two Highlight Report**

January 2025



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## 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, as well as any Aboriginal or Torres Strait Islander community members with us today.

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 Islander Elders who have guided and continue to guide the work we do.





## Our Strategy

**The 2023-2026 Kingston Youth Strategy set out four priority areas and a commitment detailing how Council will support, acknowledge, connect, and prepare young people aged 12-25 who live, work, study or recreate in the City of Kingston.**

**Our Year Two Highlight Report presents our second year in action. We committed to addressing 31 key actions by delivering 59 programs, events, services, and networking opportunities. Further to this our team committed to collaborating internally with Council to support 25 key outcomes directly impacting young people.**

We would like to thank the following funding partners who have supported the delivery of actions in Year Two of the Strategy:



## A Reflection from Our Junior Mayor



In 2024, I was thrilled to be elected as the Kingston Junior Mayor while representing my wonderful school, Our Lady of the Assumption Parish Primary School in Cheltenham.

The experience so far has been very positive and fulfilling having been involved in Citizenship Ceremonies, the Kingston Youth Awards and invited as a guest speaker to the City of Greater Dandenong, Children's Changemaker Forum to name a few.

Every opportunity further enhances my confidence and public speaking skills.

Once a month the Junior Councillors and I come together to meet on topics of importance and even get to discuss and vote on grant applications. It feels so rewarding as a child in Kingston to contribute to such important matters.

I'd like to take this opportunity to thank the Kingston Council for providing such an amazing initiative and opportunity to me. Kingston Youth Services team have been so welcoming and do a really great job looking after all of the Junior Councillors and myself.

I am really looking forward to what the next 6 months brings in my role as Kingston's Junior Mayor.

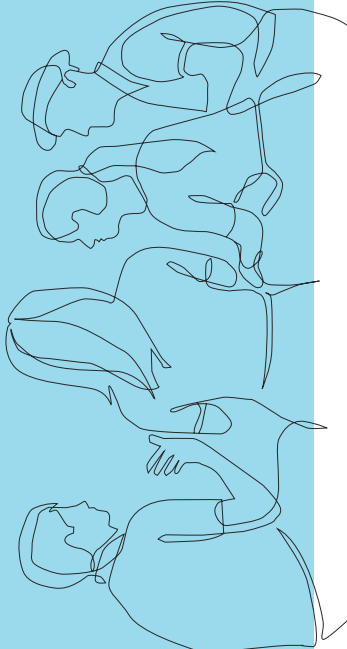
**Isabella Koukoumanos**  
**Junior Mayor 2024/25**



# Kingston Youth Services is here for young people

## Our Mission – “Here for young people”

- Kingston Youth Services is committed to ensuring when delivering our services and programs that we:
- Provide support where needed
  - Create meaningful opportunities for participation
  - Foster independence and prepare young people for their future
  - Acknowledge that young people come with their own aspirations



Kingston Youth Services  
at a glance for 2024....

96% satisfaction rating  
with all services provided

99% feeling safe and included in all  
services, programs and events

98% feeling heard in all services,  
programs and events provided

16,350+	709	342
contacts with young people	counselling and youth work support sessions provided	community- based sessions delivered

267	31	4700+
school-based sessions delivered	paid opportunities provided to young people	attendees from Platform 81 Events

2253	1460+	
pre, mid and post experience surveys with young people	followers on Kingston Youth Services Instagram	KINGSTON YOUTH SERVICES Accredited Service 22 March 2024



8 – Kingston Youth Year Two Highlight Report



Priority 1:

Kingston's young people  
are supported

Key Directions:

- 1.1

Young people are supported when facing a set-back.
- 1.2

1.2 Partnering with organisations and sporting clubs to enhance wellbeing opportunities for young people.
- 1.3

1.3 Young people have access to mental health support and resources in times that are challenging or stressful.
- 1.4

1.4 Young people and their families have easy access to youth-related information and resources.
- 300+ subscribers accessing additional information via Kingston Youth Services' quarterly online newsletter. Topics of most interest in 2024 included: YS Art Program, YA Chat in Parkdale Library, FreeZA Fuse Productions, What's on and Youth Advisory Committee.
- 630+ free counselling sessions provided with Registered Psychologists.
- 90+ free youth work support sessions provided, assisting young people with resume writing and career mentoring, linking to services such as Centrelink, GP's and counselling.
- 100% satisfaction with counselling and youth work support services provided. 100% with feeling that young people have accessed a safe and inclusive environment through counselling and the youth work support service.
- 50 tailored school program sessions provided, engaging 2380+ student contacts. The topics covered included healthy relationships and friendships, team building, managing stress and anxiety, LGBTQIA+ lunchtime engagement, Year 7 transition, whole of year level information talks, health and wellbeing, youth media and gambling harm.
- 108 Year 7 lunchtime engagement activities provided, supporting more than 2160 students. 35 lunchtime engagement sessions provided to other year levels reaching more than 890 students across Year 8, 9 and 10.
- Continued partnership with Bayside and Glen Eira Youth Services delivering a joint Youth Network, supporting services and organisations with training, information and resources. 4 network meetings provided.
- 210+ stakeholder meetings attended to strengthen referral pathways and reduce barriers for young people to access services.
- 4 parent information nights on supporting Year 12 students and their parents to develop resilience, mindset and success, raising body kind teens, empowering teenage girls and transitioning to Year 7.
- 1 Kingston Principals' Breakfast and 3 Schools Network Breakfasts held in 2024.
- Kingston Youth Services website redevelopment project completed improving user friendliness, supporting one young person as Project Officer for this project.

10 – Kingston Youth Year Two Highlight Report



Bayside, Glen Eira and Kingston  
Youth Network (BGKYN)

The Bayside Glen Eira Kingston Youth Network (BGKYN) is all about creating a space for community and government organisations to work together to better support young people and their families. The four networking events held across 2024 brought professionals together to share knowledge, tackle important issues and build stronger networks.

Our first meeting, Minds Matter, was held at Platform 81 and focused on mental health. Dale Sidebottom, a play consultant, shared how incorporating play into our lives can boost mental wellbeing, reduce stress, and spark creativity. With 25 attendees, the session provided practical tips, like prioritising fun, creating safe spaces, and taking care of yourself so you can better support others.

The second meeting, held at the Bentleigh Library & Youth Hub, was all about vaping trends among young people. Alyce Jenkins from Monash Health delivered a presentation that included the latest statistics, government actions, and resources to help tackle vaping issues. We had a great turnout with 35 attendees, and the session sparked plenty of discussions and sharing of ideas.

Our third meeting at Platform 81 explored housing challenges for young people. Speakers from Launch Housing and the Salvation Army provided clear guidance on referral processes, funding options, and private rental programs. With 28 attendees, the session gave practical advice and resources for supporting young people dealing with housing issues.

Our final event of the year, held at the Bentleigh Library & Youth Hub, focused on young people's sexual and reproductive health. Speakers from 1800 My Options and Sexual Health Victoria gave engaging and informative presentations, followed by a Q&A session. 30 attendees stayed back for morning tea and networking, making it a great way to end the year. Key benefits and highlights as reported by services after participating in a network meeting include:

*"Meeting people, hearing about other programs"*

*"Loved the speaker, really informative and inspiring"*

*"Learning more about the services that we refer young people to. Becoming more knowledgeable about services we refer to as well so we can provide young people with best practice support"*

Study Break Support in  
Kingston Libraries

Youth Services' Study Break Support program worked in collaboration with the Kingston Libraries teams aiming to provide young people with the tools needed to tackle the exam period.

In 2024 our Youth Work team provided resources including stationary, sensory items, mindfulness activities and snacks to the four central libraries Parkdale, Cheltenham, Westall, and Chelsea. 19 outreach sessions were delivered by the Youth Services team in 2024 across June, October and November.

Young people studying in the libraries were encouraged to engage with the youth workers and take a study break, whether that be with a game of UNO or a slice of pizza and a chat about study techniques.

The students were notified about the program through their schools, via social media or through other programs run by Youth Services and the Libraries.

Feedback from the young people included their appreciation for the sensory items, which they were free to take away with them. The students also enjoyed the chance to have a quick lunch while they were already out studying at the library.

Kingston Youth Year Two Highlight Report – 11

Priority 2:

Kingston’s young people  
are acknowledged

Key Directions:

- 2.1  
Young people feel welcome and accepted
- 2.2  
The efforts and contributions of young people are recognised and rewarded
- 2.3  
Young people are valued and acknowledged in their community

Highlights:

- 25 young people participating in Queer in Kingston (LGBTIQ+ support and recreational group) in 2024.
- 14 FreeZA Committee members participating in the planning and delivery of 6 key local youth events. 1700+ attendees at a FreeZA event for 2024.
- 20 awareness sessions delivered promoting International Women’s Day, Harmony Day, IDAHOBIT Day, Reconciliation Week, Wear it Purple, R U Ok Day, International Day of Friendship, World Mental Health Day and Wellness Awareness reaching over 1200 young people.
- 34 Drop In sessions provided on a Friday at Platform 81 with 2000+ youth contacts for 2024.
- 20 awareness days supporting pride week, International Women’s Day, Harmony Day, IDAHOBIT Day, Reconciliation Week, Wear it Purple, R U Ok Day, and World Mental Health Day reaching 1200+ young people.
- 13 YA Chat sessions delivered in collaboration and partnership with Parkdale Library.
- 35 Art Sessions delivered at Aspendale and Platform 81 engaging 24 young people in 2024.
- Annual Youth Awards delivered, receiving 6 nominations for the Young Citizen of the Year and 2 Young Community Group of the Year.
- 105 digital, 2D and 3D submissions received for the 2024 Youth Art Expo themed ‘Big Dreams’, giving young people a unique experience to contribute and showcase their artistic talents.
- 12 young people participating in Cook Bake Create online cooking program for 2024.
- 13 young women participating in a 10-week leadership resilience program in partnership with Hawks Community Foundation and Mentone Girls Secondary College.
- 91 Grade 6 students at 2024 from 23 Primary Schools participating in Junior Mayor Event creating a child friendly and creative vision. 14 young people being appointed to represent Junior Council with official roles and responsibilities being appointed to the Junior Mayor and Deputy Junior Mayor.
- 14 young people attended Council’s Volunteer Appreciation Dinner.



Young Women’s Leadership Program

In 2024 the Young Women’s Leadership program was piloted in partnership with Hawks Community Foundation and Mentone Girls Secondary College. Utilising the FRIENDS resilience framework endorsed by the World Health Organisation as best practice for the prevention of anxiety and depression, 13 young people were given the opportunity to participate in a 10-week training program designed to empower young people by fostering a strong sense of community connection and personal growth.

Each week young people engaged in sessions that encouraged personal reflection, developed leadership skills and attributes, provided with an opportunity to develop new friendships and developed skills to improve confidence and self-development.

Young people were provided with resources, opportunities to watch live AFL matches, meet WAFL Player Vice Captain Eliza West as part of panel discussion and developed a shared values statement. 100% of the young people would recommend the program to other students and 83% of the young people learnt problem-solving skills and coping step plans.

This pilot program was funded and supported by VicHealth.

Key benefits and highlights as reported by young people participating include:

*“Finding ways and making plans to cope with my anxiety”*

*“The activity when we were complimenting each other was fun”*

*“How to be a leader of a team”*



Platform 81 Drop In

The Platform 81 Drop-In Program ran every Friday during the school term, offering a welcoming and inclusive space for young people aged 12-25 to connect, relax, and engage in fun activities after school.

Each week, youth workers set up zones with activities like table tennis, board games, Nintendo Switch, PlayStation, and a chill-out area with snacks. Spotlights on table tennis competitions, PlayStation tournaments, and a music corner where young people could jam and play the piano kept the sessions fresh and exciting. Prizes like trophies and lollies added an extra layer of fun.

Attendance was consistently strong throughout the year, with an average of 50-60 young people attending each session and some weeks reaching up to 85 participants. After the initial rush, 15-20 young people regularly stayed back to enjoy the activities and spend time with friends and staff. The table tennis and PlayStation competitions were standout highlights, creating a fun atmosphere.

Young people’s feedback, collected through surveys at the end of each term, was overwhelmingly positive. Participants highlighted the variety of activities, the welcoming vibe, and the chance to hang out with friends. One young person informed a worker, “I love coming here after school—it’s fun, relaxing, and a great way to finish the week. Plus, the snacks are awesome!”

The program’s success this year was built on strong staff engagement, a mix of diverse activities, and a supportive environment where young people felt valued and included. The Platform 81 Drop-In Program continues to be a great spot for young people to hang out, unwind, connect, and have fun at the end of each week.

Key benefits and highlights as reported by young people participating include:

*“It’s really good”*

*“All is great”*

*“I don’t think it could get any better than games and free food”*

# KINGSTON youth AWARDS



On Tuesday 10 September 2024 Kingston Youth Services hosted its annual Kingston Youth Awards Event at Platform 81. Each year, the Kingston Youth Awards recognises and acknowledges the contributions of young people in the community. Through community nominations, young people are celebrated for their efforts, achievements, and impacts. Kala was named Kingston's Young Citizen of the Year, a recognition of her incredible resilience and determination. Despite living with severe vision impairment, she has not only excelled academically but also

demonstrated extraordinary adaptability. Beyond the classroom, Kala introduced blind tennis to Cheltenham, creating an inclusive space for children with vision impairments to participate in sports. Her initiative has fostered a supportive community, empowering others and promoting social connection. Kala's dedication to breaking down barriers makes her a true role model, inspiring a more inclusive future for all. The night also celebrated Dingley Venturers Unit who were awarded Young Community Group of the Year. Known as the most active Venturer unit in Kingston, they were recognized for their teamwork, community spirit, and unwavering commitment to service. The group mentors younger scouts, volunteers at ANZAC Day services, assists with park cleanups, and supports Kingston community events. Their commitment to fostering volunteerism and leadership is evident, with 80% of the unit working towards the prestigious Queen's Scout Award—an indication of their drive to become future leaders.

Find out more at [kingstonyouth.org.au/news/2024-youth-awards-winners](https://kingstonyouth.org.au/news/2024-youth-awards-winners)



## Priority 3: Kingston's young people are connected

### Key Directions:

- 3.1 Young people feel safe, connected and a sense of belonging
- 3.2 Young people have multiple points of access
- 3.3 Young people are involved and have a voice in local matters that affect them

### Highlights:

- 99% young people, parents, teachers and organisations feeling safe and included in all services, programs, activities, and events provided by Kingston Youth Services.
- Youth Services supported 23 additional community events and activities offering 52 community sessions. Events include place activation in The Strand Chelsea and Moorabbin; foreshore in summer and skate park activation in Chelsea and Cheltenham; Midsumma Pride March; Globe and Wildsoul activation through VicHealth's Jumpstart program; NAIDOC Family Day, Apology Day, Flag Raising Event, Little Long Walk and Koorie Christmas Event at Derrimut Weelam Gathering Place; Spring Fair, Chelsea Rotary Cheque Presentation evenings; Wall to Wall Festival activation and Yarrabah School Community Market.
- 28 Platform 81 place activation activities supporting services to access venue space and young people undertaking site tours.
- 5 secondary work experience students and 1 tertiary student placement completed with Youth Services in 2024.
- 3 Youth Development opportunities provided.
- 16 young people aged 12-25 participated in Council's Youth Advisory Committees and consulted on 8 policies, strategies or projects for Council.
- 1 Co-Design Project developed and led by young people. In 2024 Pride Connect was developed with LGBTQIA+ young people aged 18-25 years.







### Youth Development Opportunity

In 2024 Kingston Youth Services collaborated with young people to create and develop unique opportunities to showcase the talent, passions and contributions young people make.

Universal Magazine is a quarterly youth-led publication. The program offers young people aged 12-25 the opportunity to strengthen and showcase their creative skills with a safe and supportive environment. Every page of the magazine is written and designed by young people and is distributed locally by print as well as online via Issuu (Harley, Editor for Universal)

*"Being a part of the Universal Magazine team this year has been a wonderful journey of collaboration and creativity."*

*"I've loved every aspect of being part of Universal, but most of all, I've found joy in helping bring young people's work to life through our printed and digital publications."*

*"Exploring different themes, each edition has brought new creative opportunities. I've thoroughly enjoyed each step of the process, from designing covers to seeing work go from a simple idea to a finished article or illustration"*

– Phoebe, Designer for Universal



### Youth Advisory Committee

In 2024, 14 young people joined Council's Youth Advisory Committee and participated in monthly meetings held at Platform 81.

The Youth Advisory Committee (YAC) has been established to provide an opportunity for young people to be involved in formulating the future directions of Council for Kingston's young people and to provide advice in relation to broad-based youth related issues within the community.

The YAC is an advisory committee of Council with a Councillor or Councillors nominated on an annual basis.

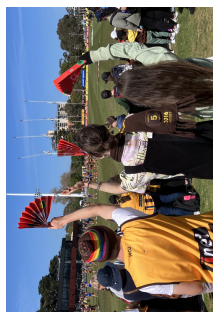
In 2024 young people had a say or consulted on Arts, Events and Libraries for Kingston, youth participation and engagement models, vaping, Liveability Study, naming of Mordialloc aquatic centre, youth voice for Engage funding application, increasing engagement and social connections with 18-25 year olds.

Key benefits and highlights reported by young people participating as a committee member include:

*"Meaningfully advice on issues affecting young people"*

*"Gaining experience and being able to voice opinions and concerns"*

*"Discussed vaping"*



### Pride Connect – a co-design project with young adults

In 2024 Pride Connect was co-designed and developed with the LGBTQIA+ young people in Kingston aged 18-25 years.

Pride Connect provides a safe, inclusive, and confidential space for young people who identify as LGBTQIA+ or are questioning their sexuality or gender identity. Through a variety of engaging activities, young people are able to develop their social connections and expand on their knowledge of LGBTQIA+ supports available. This program was designed, and is run for the LGBTQIA+ community, by the LGBTQIA+ community.

Q&A with Pride Connect Members:

**"Why did you join the Pride Connect program?"**

*"I wanted to make new friends that are like-minded or near the same age as me."*

**What kind of activities have you been involved in?**

*"We have done so many different activities including archery, arts and crafts, movie nights, mini golf, escape rooms and many more!"*

**How does the co-design process work?**

*"The co-design process is when we meet up every few weeks, we are given a sheet of activities that we brainstormed as a group, along with restaurants or food categories we want to try out. I believe the co-design process is very effective as it gives a variety of perspectives on what each individual likes, which lets everyone have a voice on what we try out, and gives room for everyone to have a new experience. I enjoy that!"*

**What have you gained from participating in the Pride Connect program?**

*"I have gained friendships with people I would have never had the opportunity to meet before. The program has given me chances to talk with people and get out of my shell. I am a bit of a 'shut in' and struggle socially when making friends and getting to go out every fortnight to a guaranteed fun night with activities is always exciting!"*



# Priority 4: Kingston's young people are prepared

## Key Directions:

- 4.1 Young people are supported to make informed choices and manage transition
- 4.2 Young people gain transferable skills to strengthen employment options
- 4.3 Meaningful developmental opportunities are available to young people

## Highlights:

- 9 Financial Literacy Workshops delivered engaging **435** young people. Topics included budgeting, saving and borrowing and moving out of home.
- 7 Work Ready Workshops delivered servicing **169** young people. Topics included looking for work, resumes, cover letters and key selection criteria, interview skills, workers' rights, and volunteering.
- 11 Fully Funded Short Courses provided to **89** young people. Courses offered included Barista Training, RSA, Pool Lifeguard Training, CPR and White Card.
- 16 local primary schools involved in our Grade 6 support program servicing **848** students. **57** sessions were delivered. Students received information on what to expect in Year 7, conflict resolution, healthy boundary setting including online safety. Students were also provided with an opportunity to ask youth workers questions, which engaged further conversations on navigating high school, managing homework, bullying and harassment and navigating extracurricular activities.
- 3 career expos supporting BGKLEN and Westall Secondary Students reaching more than **600** students.
- 31 paid youth opportunities created in 2024 in music performances, creative art and design and podcast development.
- 43 young people volunteering providing **543** hours of service to the community. In July a reclassification of volunteers came into effect and reduced the number of classified volunteers to **20** young people for the remainder of 2024.

## Money Matters Workshops

The Money Matters program was designed to equip young people with financial knowledge and skills to help them make informed and positive financial decisions. The sessions covered key topics such as budgeting, saving and borrowing, financial goal-setting and Moving out of Home.

In 2024 the program was delivered in local schools and community settings engaging young people aged 15-25. The program aimed to make financial literacy accessible, relevant, and engaging for young participants.

75% of young people who participated in the program reported that they 'learnt about money management' and 70% of young people reported that they 'developed budgeting skills'.

Key benefits and highlights reported by participants:

- "I am going to save money now"*
- "Realising the importance of setting and planning financial goals"*
- "Identifying needs and wants and how to save money"*
- "Feeling confident with my money"*
- "The cost of moving out and info about potential supports"*
- "Seeing how a few small changes can make a huge difference in the long run"*

## Westall Careers Expo

Kingston Youth Services actively engaged with over 600 students at the Westall Careers Expo, providing them with valuable opportunities to connect with youth workers and explore a range of programs and resources.

Through these interactions, students learned about career-building initiatives, skill development workshops, and free accredited courses, including First Aid, Barista Skills, White Card certification, CPR refresher, and Responsible Service of Alcohol.

Youth workers facilitated meaningful conversations, encouraging young people to participate in hands-on experiences that support work experience and boost employability.

Students expressed strong interest in our Youth Work support services, where young people can receive personalised support with resume building, job applications, and interview preparation.

*"From experience, most of the employment education held by adolescents at this age – writing resumes and the like – has been developed through a combination of trial and error and internet research. It is for this reason the Career Expo is so beneficial, because not only do we receive formal coaching in job seeking, but we also have the ability to engage with our learning in an active manner, the confidence we gain by talking to exhibitors and learning from them immediately come to mind, where one can build competence in a risk-free yet exceptionally interactive environment. That degree of reciprocity and feedback, along with many other things, made it very valuable"*

- Careers Expo Participant



### Paid Youth Opportunities

In 2024 Kingston's Youth Service continued to focus and drive outcomes ensuring, where possible, that young people could be paid for their contributions, talents, and skills. Those opportunities ranged from live performers, podcast creator and digital project support officer.

*"Having the opportunity to work with Kingston Youth Services was a truly rewarding experience.*

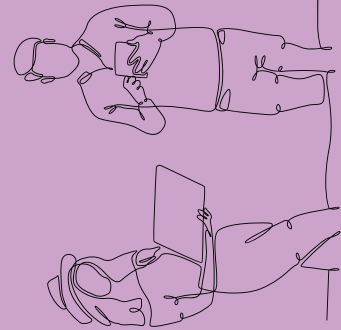
*Supporting the redevelopment of the Kingston Youth Services' website was highly fulfilling, allowing me to gain valuable industry experience. I am fortunate to have been mentored by the City of Kingston's Digital Team, who not only provided their support, but allowed me to contribute to this project.*

*The finished product is something that I am extremely proud of. Not only does it meet industry accessibility standards, it also features a UX/UI design that is up-to-date and current.*

*This experience with Kingston Youth Services and the greater City of Kingston Digital Team allowed me to develop and hone my skills as a web developer. It has also allowed me to gain confidence in the workplace.*

*I would like to thank the City of Kingston for providing me with this opportunity. It has allowed me to explore other opportunities in the digital field!"*

Kat – Project Support Officer

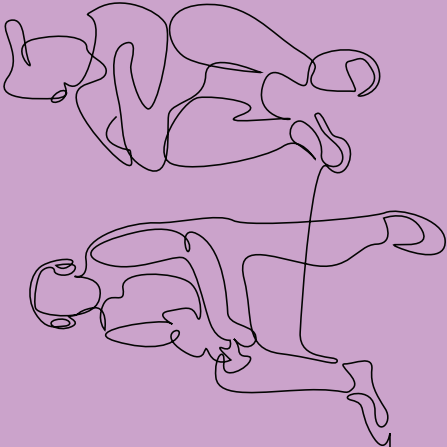


The next 12 months

Key learnings from 2024:

- Mental health needs in young people the main presenting issue focussing on providing ongoing support and strategies to deal with stress and anxiety.
  - Review and evaluation of Parent Information Nights to make them more engaging for parents online.
  - Evaluated the School Network Breakfast that was offered and moved to a more tailored approach individually with schools.
  - Progress on key actions and commitments to our VicHealth partnership, embedding evidence-based practices to working with children and young people
- Additionally, over the next 12 months, the focus will be on:**
- Rolling out the Fair Play Project initiative for Kingston supporting vulnerable 5-18 years to access free team sports in partnership with Team Sports 4 All.
  - Meeting our mid-point milestone and review for Rainbow Tick accreditation for Kingston Youth Services.
  - Seeking additional funding due to the lack of FReeZA and Engage State Government funding for Kingston.
  - Embedding the VicHealth Local Government framework for sustainability.

Please refer to our 2025 Action and Evaluation Plan for further details.











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# **2023-2026** **Kingston Youth** **Strategy**

**KINGSTON YOUTH SERVICES**

**Supported | Acknowledged | Connected | Prepared**

January 2023



## 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.



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4 – Kingston Youth Strategy 2023 – 2026



# Mayor's Foreword

**It is with great pleasure that I present  
our new Youth Strategy for 2023-2026.**

This document is a strategic plan for the City of Kingston to support, empower and advocate on behalf of young people aged 12 to 25 years in Kingston.

This Strategy was developed with young people and for young people because

- The process empowers young people to actively shape the future of their City;
- Young people possess unique ideas and lived experiences that may differ greatly to adults; and
- Youth participation creates important partnerships between Council and young people where we better understand and learn from each other

From the many youth voices who shared their ideas and opinions during the surveying and consultation program, common themes emerged. These themes were reinforced in the views shared by parents/carers and representatives of our schools and youth services organisations.

The four priority areas are:

1. Supported
2. Acknowledged
3. Connected
4. Prepared

This Strategy shows Council's commitment to support our young people to achieve their goals and aspirations. It prioritises programs, services and initiatives that support youth mental health, resilience, empowerment, and voice.

I would like to thank the 830 young people, 49 parents/carers, and 68 education and youth services providers who contributed their thoughts, concerns and ideas that have informed the development of this Strategy. Thanks also to Council's Youth Advisory Committees members who reviewed the community feedback, deliberated priorities, and assisted with the development of this Strategy.



**Cr Hadi Saab**  
Mayor

# Our mission, commitment and approach to youth participation.

**Our Mission – “Here for young people”**



## **Our commitment to young people**

Kingston Youth Services is committed to ensuring when we deliver our services and programs that we:

- Provide support where needed;
- Create meaningful opportunities for participation;
- Foster independence and prepare young people for their future; and
- Acknowledge that young people come with their own aspirations.

## **Our approach to genuine youth participation**

Council's Youth Participation Framework (Appendix 1) outlines the commitment of Kingston Youth Services to the practice and principles of genuine youth participation. Youth participation has been articulated as a right in the United Nations Rights of the Child (Source: Articles 12 to 14) and identified as empowering to young people under Child Safe Standard 3 (Source: Commission for children and young people)

"Embedding the voices of children and young people in council planning yields many benefits for council. By empowering children and young people to contribute their experiences and ideas in meaningful ways, councils gain unique perspectives and benefit from new ideas coming directly from people who use council services and facilities" (Source: VicHealth Local Government Partnership)

Kingston Youth Services supports young people's right to be involved in decisions that affect them. We feel young people have the right to represent their own interests in decision making. This includes individual care planning and goal setting, program design and evaluation and strategic planning. Youth participation benefits both young people and our organisation.

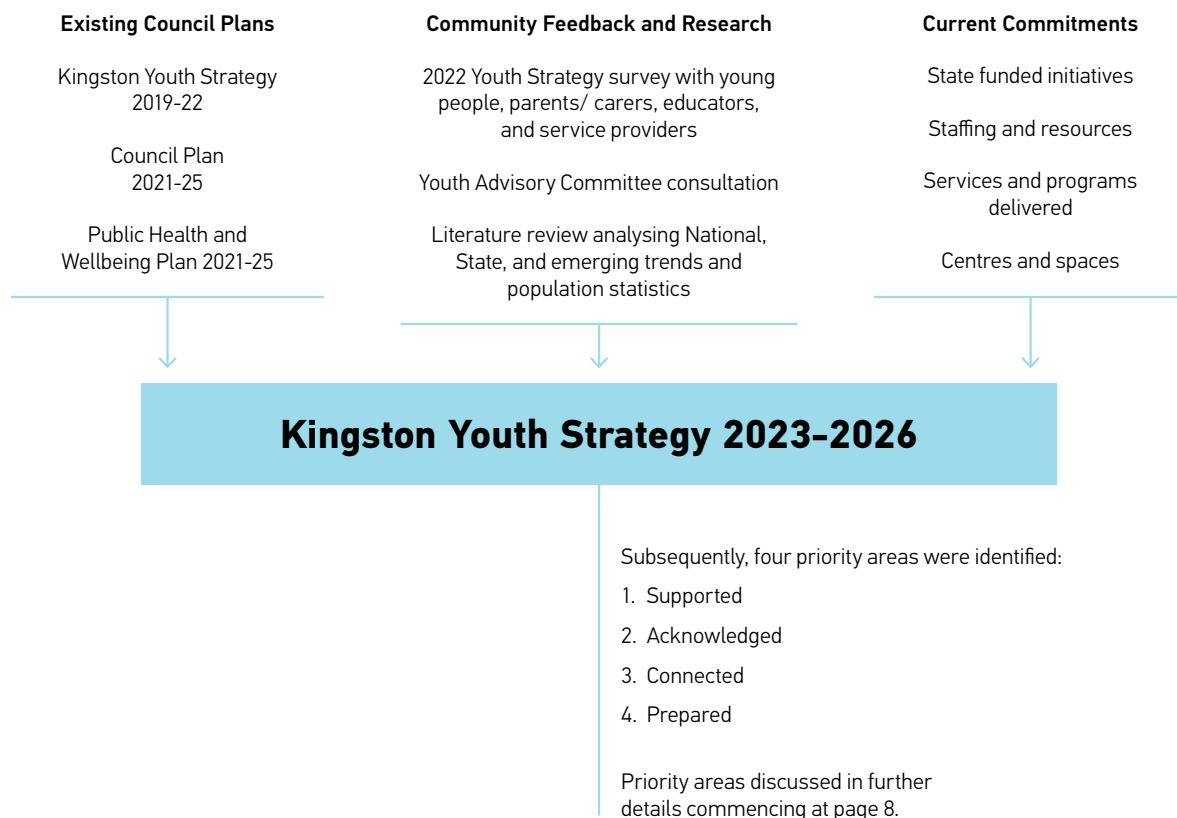
For further information about our approach please see Appendix 1.

# Overview of key inputs for this Strategy

## Inputs and Priorities

When determining priorities for the 2023-2026 Youth Strategy, several inputs were considered as shown below. This approach aimed to ensure the Strategy would align with existing organisational plans and current research, honour existing commitments, and encourage community ownership. For more details, see Appendix 2: Background Information

Diagram 1: Key Inputs



# Some statistics about young people in Kingston

## Key Statistics

14%

Many of Kingston's 159,567 residents are young people. In 2021, 22,533 (and over 14% of) residents are young people aged 12 to 24 years<sup>1</sup>.

33%

27,137 households in Kingston have children. In 2021, 33% of households comprise couples with children and around 11% are one parent families<sup>2</sup>.

70%

of young people reported mental health is an important issue impacting young people<sup>3</sup>.

37%

of young people identified physical health is an important issue impacting young people<sup>3</sup>.

34%

of young people said body image is an important issue impacting young people<sup>3</sup>.

33%

of young people reported bullying is an important issue impacting young people<sup>3</sup>.

26%

of young people reported they are responsible for caring for other people<sup>3</sup>.

## Top 5

issues for young people recognised by parents and carers:

- Mental health
- Body image
- Coping with stress,
- Physical health
- Lack of positive self-esteem and confidence<sup>3</sup>.

for young people recognised by Education and service providers:

- Mental health
- Relationships (parents, family, friends)
- Physical health
- Family violence
- Lack of positive self-esteem and confidence<sup>3</sup>.

<sup>1</sup> <https://profile.id.com.au/kingston/service-age-groups> | <sup>2</sup> <https://profile.id.com.au/kingston/households> | <sup>3</sup> 2022 Kingston Youth Strategy Survey

# Priorities, key directions and actions

## Our Plan

These priorities and underpinning key directions aim to address the challenges facing our young people. To achieve these objectives, we will review and refine our existing commitment to services, programs, spaces and activities. We will also partner with education providers, youth support agencies, community organisations, parents and carers to enhance greater outcomes for young people.

A supporting Action Plan will set out the annual program of youth programs, services, initiatives and activities to track our progress against each key direction. Outcomes will be reported at the end of each financial year.

The following information is presented for each of the four priorities:

- High level description
- Snapshot of what young people, parents and carers, educators and youth services organisations have said
- Key points from research around Australia
- Key directions and actions for Kingston Youth Services

### Four Priority Areas

1. Supported
2. Acknowledged
3. Connected
4. Prepared

## Priority 1:

# Kingston's young people are supported

Feeling supported is integral to good physical and mental health, youth resilience and a quality life. It is important that young people feel supported and can access resources in a way, and at a time, that works for them. Wellbeing and resilience are drawn from positive experiences and qualities that assist young people to becoming caring, responsible, and productive adults. We want to support young people, so they feel confident and equipped to face the challenges that come their way. We want to create an environment where young people, parents and carers can readily access quality mental health support and resources, as well as reputable youth services and information when needed.

### What our young people told us

Findings from the 2022 Youth Strategy Survey for young people aged 12-25 years showed that young people could strengthen their health and wellbeing in several areas:

- **70%** reported mental health is an important issue
- **37%** reported physical health is an important issue
- **34%** reported body image is an important issue
- **24%** reported lack of positive self-esteem and confidence is an important issue
- **23%** reported coping with stress is an important issue



Kingston Youth Strategy 2023 - 2026 - 11



## Priority 1:

# Kingston's young people are supported

### In the consultation for this Strategy we heard...

*"Lots of people I know experience anxiety"*

- Young person aged 12

*"A lot of people suffer with mental health and don't get the help they need"*

- Young person aged 17

*"Myself and several people I know struggle with mental health and support can be hard to access"*

- Young person aged 18

*"Confidence and self-esteem are key to addressing so many other issues"*

- Educator/Service Provider

*"Physical health links to your overall health and wellbeing. It builds positive attitudes, healthy habits and builds resilience both physically and mentally"*

- Educator/Service Provider

*"Mental health services for the youth are critical for the individual and the community"*

- Parent/Carer

### What the research says

Research from around Australia highlights the importance of good youth mental health and resilience as well as health challenges and impacts relating to COVID-19 restrictions:

- The National vision is to support young people to navigate life's challenges and be engaged and active citizens who productively contribute to society. Young Australians have been among the hardest hit by the COVID-19 pandemic, with significant disruptions to their education, major life events, family, and social interactions. A priority area identified in the youth consultation is health and wellbeing (Department of Health and Aged Care, 2021)
- The VicHealth vision is a place where no young person is denied a future that is healthy. Victoria will have vibrant communities where young people and children are connected, active, enjoy nutritious food and feel great (VicHealth, 2022)
- Rates of mental ill-health can be high or very high for LGBTQA+ young people when compared with the general population, particularly in the areas of psychological distress and suicidal ideation for young people aged 16 to 17 years (Hill et al., 2021)
- Coronavirus restrictions impacted the health and wellbeing of young people aged 15 to 29 years. Psychological distress was prevalent, 29% experienced severe or extremely severe symptoms of depression, 27% of anxiety, and 18% of stress (VicHealth, 2020)
- A heavy burden of youth mental health is falling onto schools. Schools must have adequate wellbeing staff, but better local service provision is also needed, from prevention to tertiary intervention (Youth Affairs Council Victoria, 2018)

## Key directions and actions for Kingston Youth Services

Key directions	Actions
1.1 Young people are supported when facing a set-back	<ul style="list-style-type: none"> <li>• <b>Providing more targeted resources and information nights:</b> Providing further information and support to raise the awareness for parents, carers and educators about current issues affecting young people in Kingston.</li> <li>• <b>Continue to provide a free counselling and youth work support service:</b> Providing access to short-term youth work support and access to medium/long-term counselling at no cost to young people.</li> </ul>
1.2 Partnering with organisations and sporting clubs to enhance wellbeing opportunities for young people.	<ul style="list-style-type: none"> <li>• <b>Creating new pathways to accessing support:</b> Leveraging existing and new partnership opportunities to strengthen young people's access to support and advice.</li> <li>• <b>Providing further opportunities to support sporting and recreational clubs:</b> Providing access to information talks and programs to meet the needs of young people.</li> </ul>
1.3 Young people have access to mental health support and resources in times that are challenging or stressful	<ul style="list-style-type: none"> <li>• <b>Increasing understanding and awareness of mental health:</b> Strengthening partnerships with schools, community agencies and sporting clubs to raise awareness of mental health, stress, anxiety and body image issues and reduce the stigma around seeking support.</li> <li>• <b>Provide regular drop-in sessions at Platform 81:</b> Providing a regular point of contact for young people seeking information and services.</li> </ul>
1.4 Young people and their families have easy access to youth-related information and resources	<ul style="list-style-type: none"> <li>• <b>Using social media to encourage positive choices:</b> Regularly providing information to young people about emerging health and wellbeing issues.</li> <li>• <b>Strengthening our online and social media presence:</b> Increasing and improving Youth Services' online and social media presence (i.e., Facebook, Instagram and emerging platforms). Establishing a profile for young people and adults supporting young people to locate credible youth-related facts, tips and resources.</li> <li>• <b>Enhancing and expanding the Kingston Youth Services website:</b> Reviewing and improving the capacity and user-friendliness of the Kingston Youth Services website, ensuring mental health resources and information is current and relevant.</li> </ul>

## Priority 2:

# Kingston's young people are acknowledged

Young people in Kingston are “creative, resilient, adaptable, enthusiastic, and kind”. These are the themes that emerged from educators and service providers when asked what is great about young people. Many young people have a social conscience, are positive, inclusive, and accepting. We want to create an environment where young people feel welcome and their individuality and contributions are acknowledged, valued, and celebrated.

### What our young people told us

Findings from the 2022 Youth Strategy Survey for young people aged 12 to 25 years showed some young people are participating, but this could be increased:

- 24% reported discrimination (racism, sexism, homophobia, transphobia, ableism) is an important issue
- 8% reported disability/inclusion is an important issue
- 6% reported access to recreational activities is an important issue

In the consultation for this Strategy we heard

*“Discrimination affects a lot of people negatively and I believe we should put more effort to make people feel included”*

- Young person aged 16

*“We should be celebrating difference and the unique people in our community; we need different voices and perspectives to create a better society”*

- Young person aged 23

*“Recreational activities are important to the community and can make the community more vibrant. It's good to get out of the house and be part of the community”*

- Young person aged 22

*“Young people who are marginalized do not feel safe at schools and our community. We need more programs to teach young people about diversity. Most of the young people I work with experience some forms of discrimination or bullying. This contributes to poor mental health”*

- Educator/Service Provider

*“Disability support and inclusion can help community”*

- Educator/Service Provider



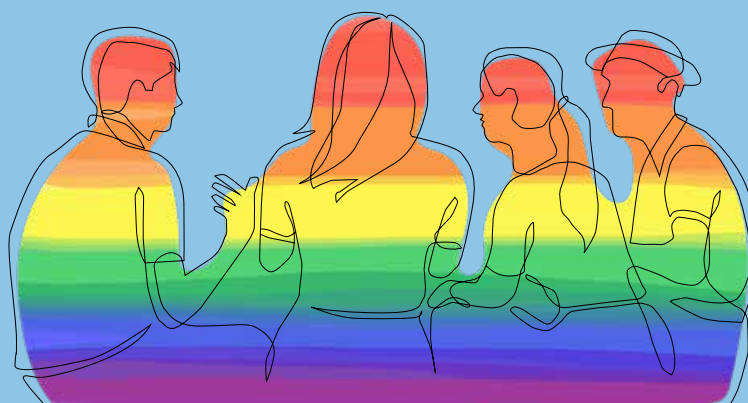
## Priority 2:

# Kingston's young people are acknowledged

### What the research says

Research from around Australia highlights the importance of inclusion and young people being accepted, valued, recognised, acknowledged, and celebrated.

- A priority area identified in the youth consultation for the National Youth Policy Framework is youth empowerment and engagement (Department of Health and Aged Care, 2021)
- 63% of LGBTIQ+ survey respondents had accessed an in-person professional counselling or support service, 21% had accessed a professional text or webchat support service, and 13% had accessed a professional telephone support service in their lifetime. Overall, 63% of participants who accessed an LGBTIQ+-specific service reported that it had made the situation 'better/ much better' (Hill et al., 2021)
- Victorian Youth Week is a week-long celebration of young people aged 12 to 25 years that takes place annually. The week provides young people with an opportunity to express their ideas and views, and act on issues that affect their lives. It also celebrates the positive contributions that young people make to their communities (Youth Central, 2022)
- Children and young people are active members of communities and experts in their own lives. All children and young people should have a voice in identifying problems and finding solutions that impact their health and wellbeing. By empowering children and young people to contribute their experiences and ideas in meaningful ways, Councils gain unique perspectives and new ideas directly from people who use services and facilities and ultimately more efficient, democratic decision-making (VicHealth, 2021)



## Key directions and actions for Kingston Youth Services

Key directions	Actions
<b>2.1</b> <b>Young people feel welcome and accepted</b>	<ul style="list-style-type: none"> <li>• <b>Encouraging inclusion:</b> Providing youth events and programs that meet the needs of our diverse community. Encouraging young people to participate in planning and delivery of activities and events.</li> <li>• <b>Providing places and spaces to socialise and build social connections:</b> Exploring new ways that young people can socialise, participate in hobbies/activities and be comfortable with their uniqueness and diversity.</li> <li>• <b>Ensuring youth friendly service provision:</b> Working with young people to ensure Kingston Youth Services continues to be welcoming and easy to reach.</li> </ul>
<b>2.2</b> <b>The efforts and contributions of young people are recognised and rewarded</b>	<ul style="list-style-type: none"> <li>• <b>Celebrating young people's talents, achievements and contributions:</b> Delivering a series of events which celebrates the talents, achievements and contributions of young people in our local community.</li> <li>• <b>Showcasing positive stories about young people through media channels:</b> Using new and current media channels to regularly share a variety of stories about the efforts and journeys of young people.</li> <li>• <b>Facilitating youth leadership and consultation:</b> Ensure that young people have a genuine voice and contribution when participating in Kingston Youth Services leadership programs and consultation processes.</li> </ul>
<b>2.3</b> <b>Young people are valued and acknowledged in their community</b>	<ul style="list-style-type: none"> <li>• <b>Promoting the achievements and impact of young people:</b> Highlighting the valuable impact of young people's contributions across programs and services.</li> </ul>

## Priority 3:

# Kingston's young people are connected

Being connected and having a sense of belonging is important to overall resilience, mental health, and wellbeing. Young people benefit from having positive experiences with their family, at school, within the community and online. Young people told us they want to feel empowered. They want to feel safe and supported to get involved. We want to create an environment where young people feel safe, engaged and heard.

### What our young people told us

Findings from the 2022 Youth Strategy Survey for young people aged 12 to 25 years showed some young people are feeling connected, safe, and involved, although this could be increased:

- **33%** reported bullying is an important issue
- **27%** reported relationships (parents, family, friends) is an important issue
- **15%** reported environment and climate change is an important issue
- **10%** reported personal safety in public spaces is an important issue
- **9%** reported loneliness and social connection is an important issue
- **5%** reported online technologies (social media) is an important issue
- **3%** reported identity and connection to culture is an important issue

In the consultation for this Strategy we heard

*"Bullying is not okay, and I experience it and I don't want people to go through it"*

- Young person aged 12

*"I like having trust and relationships with family"*

- Young person aged 14

*"If young people don't have a safe home life they can't be expected to concentrate at events like school"*

- Educator/Service Provider

*"Loneliness has been a huge issue during COVID. Helping people feel more connected in hugely protective of their overall health and happiness levels"*

- Educator/Service Provider

*"The positive relationships that a child grows up in impacts their whole life and vice versa if it's negative"*

- Parent/Carer



### What the research says

Recent research from around Australia on young people focuses on student engagement and wellbeing as well as the safety and protection of children, young people, and families.

- Two priority areas identified in the youth consultation for the National Youth Policy Framework are Opportunity and security and Safety, inclusion, respect, and acceptance (Department of Health and Aged Care, 2021)
- Every school in Victoria is required to have a student engagement policy (State of Victoria, 2021)
- The Local Government Partnership Model aims to address local factors directly affecting the daily lives of children and young people. Children and young people aged 0 to 25 years are more vulnerable to inadequacies in the food system, have inadequate access to suitable physical activity opportunities, and have inadequate exposure to suitable social and physical environments which support social connection. This Model emphasises building capacity within councils to authentically engage and use systems thinking approaches to guide the development, prioritisation, and implementation of actions (VicHealth, 2021)
- Coronavirus restrictions impacted the health and wellbeing of Australian young people aged 15 to 29 years between April and July 2020. While social media was used to stay connected, 68% felt they were using too much social media. Many young people described feeling lonely and 37% disagreed with the statement, "I feel connected with others." Young people aged 15 to 19 years and non-binary gender participants reported the highest average loneliness scores (VicHealth, 2020)
- There is a National plan supported by action plans to achieve a significant and sustained reduction in violence against women and their children (Commonwealth of Australia [Department of Social Services], 2016).



## Priority 3:

# Kingston's young people are connected

### Key directions and actions for Kingston Youth Services

Key directions	Actions
<b>3.1</b> <b>Young people feel safe, connected and a sense of belonging</b>	<ul style="list-style-type: none"> <li>• <b>Ensuring young people have a genuine voice and input:</b> Providing opportunities for young people to have direct input into Council plans, programs and services and ensuring that youth participation principles are applied.</li> </ul>
<b>3.2</b> <b>Young people have multiple points of access</b>	<ul style="list-style-type: none"> <li>• <b>Partnering with others to increase visibility in the community:</b> Increasing outreach efforts, having a visible presence at Council events, partnering and co-branding youth events and communicating via school and community newsletters.</li> </ul>
<b>3.3</b> <b>Young people are involved and have a voice in local matters that affect them</b>	<ul style="list-style-type: none"> <li>• <b>Partnering with teams across Council departments:</b> Having a visible presence in the community and building organisational capacity to consistently access and engage with young people.</li> <li>• <b>Increasing our engagement with young people aged 18 to 25:</b> Increased efforts in understanding the needs of 18-25 year old and providing additional services.</li> </ul>



Kingston Youth Strategy 2023 - 2026 - 21

## Priority 4:

# Kingston's young people are prepared

Many young people told us they feel unsure about the future which can lead to feelings of anxiety and stress. Young people experience many significant changes and transitions including commencing Year 7, the next step after VCE/VCAL (Year 13), starting work, and becoming an independent young adult. We want to create an environment where young people feel optimistic, hopeful, and confident to take the next step and understand what that might look like.

### What our young people told us

Findings from the 2022 Youth Strategy Survey for young people aged 12 to 25 years showed some young people have concerns about their current and future situations, and there are some areas where support could be increased:

- 19% reported education and training is an important issue
- 17% reported COVID-19 is an important issue
- 14% reported homelessness and housing is an important issue
- 10% reported finances and money is an important issue
- 8% reported employment is an important issue
- 7% reported public transport is an important issue

In the consultation for this Strategy we heard

*"My future depends on employment, and it is important to me"*

- Young person aged 16

*"We're not really given any training as to how to deal with our personal finances, so they seem a bit overwhelming"*

- Young person aged 21

*"Education and training are the core foundation for growth and development of youth"*

- Parent/Carer

*"Everyone deserves and education or to be trained in an area they are interested in"*

- Education/Service provider

*"School is where young people spend most of their time"*

- Education/Service provider

### What the research says

Recent research from around Australia on young people focuses on being prepared for, and having support to navigate pathways, to work and independent living.

- A priority area identified in the youth consultation for the National Youth Policy Framework is navigating the system (Department of Health and Aged Care, 2021)
- Decision makers need to better understand the specific experiences, challenges and barriers faced by young people from migrant and refugee backgrounds (Centre for Multicultural Youth, 2021)
- Looking to the future of flexible work and impact of COVID-19, four pillars of good work have been identified for young people: Access and inclusion; Protection and wellbeing; Quality and control; and Growth and development (Foundation for Young Australians, 2020)
- In 2019-20, three of the main reasons young people aged 15–24 sought assistance from specialist homelessness services were housing crisis (17%), family and domestic violence (17%), and inadequate or inappropriate dwelling conditions (12%) (Australian Institute of Health and Welfare, 2021)
- In a post-COVID world, students are looking for new ways of doing things. A combination of physical and digital engagement is needed to support the post-school decision making process. By leveraging the best of both worlds young people now have an even greater ability to make, what until that point, is the most important decision of their lives. The uptake of digital engagement in the post-school journey was accelerated by the pandemic (Walker, 2020)



## Key directions and actions for Kingston Youth Services

Key directions	Actions
<b>4.1</b> <b>Young people are supported to make informed choices and manage transition</b>	<ul style="list-style-type: none"> <li>• <b>Partnering to deliver tailored workshops:</b> Covering life skills and general knowledge around financial literacy.</li> <li>• <b>Strengthening support to Grade 6 and Year 7 students:</b> Delivering a series of informative sessions developed to support and prepare students during peak transition times.</li> </ul>
<b>4.2</b> <b>Young people to gain transferable skills to strengthen employment options</b>	<ul style="list-style-type: none"> <li>• <b>Facilitating work-ready workshops and accredited training:</b> Providing fully funded opportunities for young people to increase their capacity to seek employment.</li> <li>• <b>Collaborating with key stakeholders to enhance young people's opportunities for employment:</b> Delivering a series of community based sessions where young people have access to key opportunities for employment in their local communities.</li> <li>• <b>Increasing young people's opportunities for paid employment:</b> Providing pathways for young people to gain paid opportunities across services and programs within Kingston Youth Services.</li> </ul>
<b>4.3</b> <b>Meaningful developmental opportunities are available to young people</b>	<ul style="list-style-type: none"> <li>• <b>Co-designing services and programs:</b> Providing opportunities for young people to participate in the development of new and revised programs and services provided by Kingston Youth Services.</li> <li>• <b>Creating short term internship opportunities:</b> Collaborating with others to provide opportunities that allows young people to be gain hands on experience.</li> <li>• <b>Increase local youth volunteering opportunities:</b> Facilitating volunteering options where young people can connect, interact, develop new relationships within the wider community.</li> </ul>









# Implementing and Reporting

This Youth Strategy outlines Council's commitment to hearing from and collaborating with young people. The Youth Services team will oversee and coordinate the implementation of the key directions and actions in this Strategy. The team will also work collaboratively within Council, with external stakeholders and the community to implement or advocate for agreed key directions and actions. The team will monitor and report progress made on an annual basis.

These reports will be made available online  
via [www.kingstonyouth.org.au](http://www.kingstonyouth.org.au)

## Young people's aspirations for their future

*Healthy and happy*

Young person aged 12

*No climate change*

Young person aged 13

*I hope that I would've successfully finished high school and started training/studying to become a paramedic or physio*

Young person aged 15

*I am good at school and happy and healthy*

Young person aged 12

*Construction worker*

Young person aged 14

*Graduated high school and going to uni*

Young person aged 14

*I hope I am happy and not stressing about my life and what it will look like*

Young person aged 16

*I want to be an influencer, or a famous person only known for good*

Young person aged 12

*I hope I will be studying at a good university*

Young person aged 14

*To be a famous actress*

Young person aged 12

*Comfortable with money and myself, anxiety less severe*

Young person aged 16

*In 5 years, I would like to be overseas travelling and studying at university*

Young person aged 13

*Being an artist, having a job that I love*

Young person aged 14

*Doing the best I can*

Young person aged 15

*Running my own business*

Young person aged 16

*I will have my driver's license, be studying, own a spare pen and be looking forward to life*

Young person aged 13

*I'd like to be in a comfortable position where I can be self-sufficient / thriving financially*

Young person aged 15

*Hopefully an A grade electrician*

Young person aged 17

## When thinking about their future and the next five years, young people hoped for....

*I want to have completed Year 12 and my certificate 2 in community services*

Young person aged 17

*I hope I will have a degree and possibly be studying a masters or have a job and stable relationships with my loved ones*

Young person aged 17

*Move out and study in Queensland*

Young person aged 17

*Stable job, own home, and a pet dog*

Young person aged 18

*I want to be rich and confident in five years*

Young person aged 18

*To have a good amount of stability and balance in my life*

Young person aged 18

*I hope to complete a postgraduate degree and either get a full-time job or delve even further into academia*

Young person aged 19

*Finished university and got stable employment in a workplace that I enjoy and brings personal fulfilment*

Young person aged 20

*Stable income, interesting career, or uni course*

Young person aged 21

*I haven't thought about it before. I think I'll think about it later*

Young person aged 22

*Being able to afford to move out and stay in the area and not move out further. Full time job in preferred career*

Young person aged 22

*Hope I'm in the property market and working off debt*

Young person aged 23

*Continue to support my family, be there for my friends and be doing well in my job*

Young person aged 24

*Haven't thought about it*

Young person aged 25



# Appendix 1:

## Youth Participation Framework

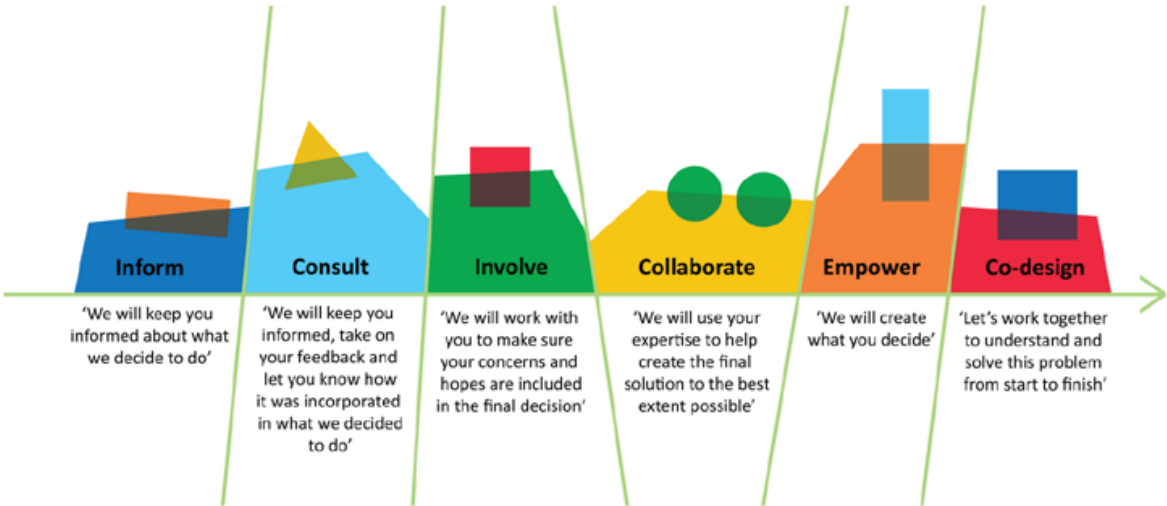
### Co-Design

Children and young people are active members of communities and experts in their own lives. All children and young people should have a voice in identifying problems and finding solutions that impact their health and wellbeing. Leading the Way – Engaging young voices for change developed by VicHealth provides best practice and evidence-based strategies for councils to ensure children and young people are at the centre of the design, delivery and governance of initiatives that aim to improve their health and wellbeing. Kingston Youth Services is working towards deeper partnerships with young people, with co-design being the most intense form of engagement. We are well positioned and resourced to commence more elaborate co-design. (VicHealth 2021)

Kingston Youth Services enables and promotes genuine youth participation by:

- Having a youth participation framework, action plan, policies and procedures that are clear and agreed upon as well as clear communication mechanisms so young people, families, staff and other stakeholders are aware of youth participation approaches, practices and outcomes.
- Supporting young people to understand their rights. Resources that can be accessed include: Rights and Responsibilities information, feedback and complaints mechanisms.
- Promoting and encouraging youth participation in strategic planning, program planning and review and project development.
- Dedicating resources to support and systematically monitor youth participation strategies and outcomes.
- Establishing a supportive, youth friendly environment for young people to ask questions, raise concerns and exercise their rights.
- Ensuring individual treatment, support planning and goal setting involves the young person and reflects their perspective.

Co-Design Spectrum



Taken from the International Association of Public Participation IAP2 spectrum.  
The inclusion of co-design takes participation to the next level of self determination.



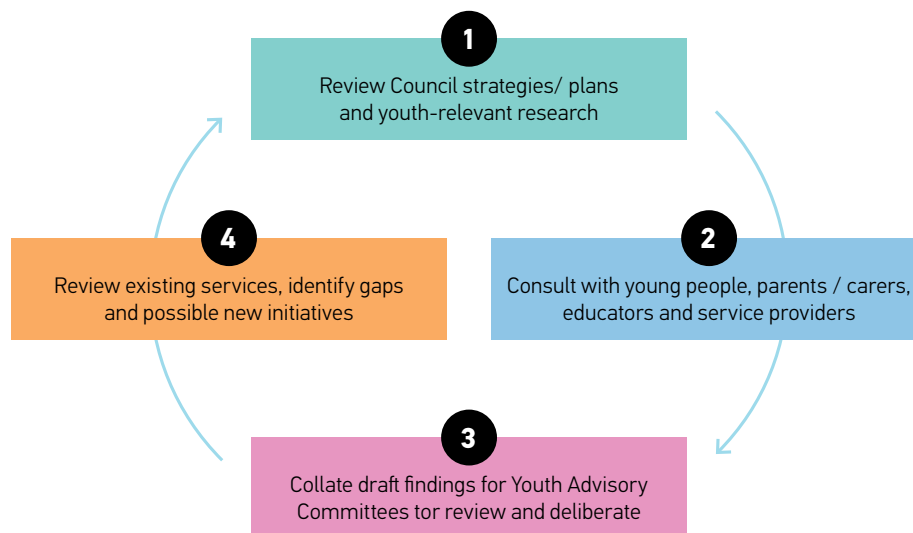
## Appendix 2:

# Background Information

### Development of this Strategy

Kingston's Youth Strategy 2023-2026 is a partnership between Council and our young people and builds on the current support services, programs and events offered by Youth Services. It presents our shared, priorities, key directions and actions, new initiatives, and advocacy areas to empower local young people to be the best they can be.

This Strategy has been developed by Council based on direct input from local young people, parents/carers of young people and representatives of local schools and youth service organisations. This process involved four key steps as shown below.





## Overview of consultation program and description of participants

In 2022, 947 participants and 10 participants were engaged via the following activities:

<b>830</b>	<b>49</b>	<b>68</b>	<b>10</b>
Youth iPad Survey responses (online and paper-based submissions)	Parent and carer online survey responses	Educators and youth services organisation online survey responses	Youth Advisory Committee participants in workshops

**The demographic and descriptive features captured via engagement activity varied. However, the participation profile shows a broad cross-section of young people in Kingston participated. A variety of education and youth services representatives and organisations were engaged, and some parents/ carers were engaged.**

### 2022 Youth Strategy Survey

830 respondents: Connections: 77% live, 58% study, 27% play or socialise, and 9% work in Kingston; Gender: 58% Girl/Woman, 34% Boy/Man, 4% Non-binary, 3% Prefer not to say, 2% Prefer to self-identify; Age: 93% aged 12 to 17 years, 7% aged 18 and 25 years; Diversity: 28% speak a language other than English with family or community; 26% have responsibility for caring for other people; 19% identify as same sex attracted/ intersex/ gender diverse or questioning, 7% identify as a person with a disability, 4% identify as Aboriginal and/or Torres Strait Islander

### 2022 Parent/Carer Survey

49 respondents: Connections: 80% live, 27% socialise, 18% work, 14% study, and 10% volunteer in Kingston; Gender: 69% Woman, 31% Man; Age: 26-69 years of which 67% aged 35-39 years; 20% speak a language other than English with family or community (German, Hindi, Hindi Marathi, Italian, and Samoan). Cultural identity: Australian (16), Australian - Italian background, Buddhist, Cald, Caucasian, Hindu, Mixed, New Zealand (2), Samoan, Australian/American family, and white Christian professional. Country of birth: Australia (32): Canada, England (2), India (2), Ireland, New Zealand (2), South Africa, USA, Uzbekistan, and Vietnam

### 2022 Educators and Youth Services Providers (organisations) survey

68 respondents: representatives worked in a variety of roles in the following school, community or service providers: Alfred health - Headspace HYEPP; Aspendale Gardens Community Centre; Aspendale Gardens PS; Aspendale PS; Bayside City Council; Beaumaris Secondary College; Berendale School; Carrum PS; Chelsea Heights PS; Chelsea PS; Christ Church Dingley; Cranbourne West PS; Derrimut Weelam Gathering Place; Headspace; Heatherton Christian College; Highett Youth Club; Kingston Heath PS; Kingston City Council; Le Page PS; Le Page Tennis Club; Mentone Park PS; Mentone Girls Secondary College; Mentone Grammar; Mission Australia; Moorabbin PS; Mordialloc Beach PS; Mordialloc College; Mordialloc Secondary College; Neami YRR Moorabbin; neighbouring Council (education/ youth sector); OLA; Outlook Employment/ Jobs Victoria; Parkdale PS; Patterson Lakes PS; St Andrews Calisthenics (volunteer); St Joseph's; St Louis de Montforts PS; St Patricks Mentone; Southmoor PS; Victoria Police; Waves Leisure Centre; Westall Secondary College; and Yet Kieu Sea Scouts

## Legislation surrounding the provision of youth services

In Australia, there is Federal and State Government legislation and regulations outlining the rights and entitlements of young people. Organisations, including the City of Kingston, providing services to, and interacting with, young people must consider establishing suitable structures and allocating sufficient resources to ensure compliant service provision.

### Legislation and regulations relevant to young people Australia-wide includes:

- Australian Health Practitioner Regulatory Authority (Ahpra)
- Australian Human Rights and Equal Opportunity Commission Act 1986 - Declaration of the United Nations Convention on the Rights of the Child
- Family Law Act 1975
- Family Law Regulations 1984
- National Code of Practice for Providers of Education and Training to Overseas Students 2018
- National Disability Insurance Scheme Act 2013 (Children rules)
- Youth Allowance (Activity Test Exemption Guidelines) Determination 1998

### Legislation and regulations relevant to young people in the State of Victoria includes:

- Charter of Human Rights and Responsibilities Act 2006
- Child Employment Regulations 2014
- Child Wellbeing and Safety Act 2005
- Child Wellbeing and Safety Regulations 2017
- Children, Youth and Families Act 2005
- Education and Training Reform Act 2006
- Education and Training Reform Regulations 2017
- Education and Training Reform (School Safety) Regulations 2021
- Equal Opportunity Act 2010
- Failure to Disclose 2014
- Failure to Protect 2015
- Freedom of Information Act 1982
- Gender Equality Act 2020 (Gender Impact Assessments)
- Health Records Act 2001
- Local Government Act 2020
- Privacy and Data Protection Act 2014
- Reportable Conduct Scheme
- The Commission for Children and Youth People Act 2012
- Working with Children Act 2005



## Local government and youth services provision

**The Victorian local government sector plays an important role supporting and empowering young people. There are several contemporary issues which may affect local government youth services provision.**

**The Child Safe Standards of Service Delivery impact the way Council interacts with young people.** Since January 2016, all Councils have been required to meet 'child safe' standards of service delivery for children under the age of 18 years. Child safe standards apply to all staff and volunteers at organisations delivering services for children. The standards refer to cultures of child safety, commitments and codes of conduct, appropriate screening, supervision, training and staff practices, processes for reporting and responding to suspected child abuse, strategies to identify and remove risks of abuse, and strategies to promote children's participation and empowerment. Organisations must demonstrate particular measures to protect the safety of Aboriginal children, children with disabilities, and children from diverse cultural backgrounds. To read Council's commitment to child safety visit: [Child Safe Standards - City of Kingston](#)

**The Code of Ethical Practice for the Victoria Youth Sector (YACVic)** The Code is based on human rights: things that all Victorians—including young people—can expect to enjoy, such as their right to freedom of expression or right to take part in public life. The Code was first developed by YACVic in 2007, after consultation with the Victorian youth sector. The Code includes a set of youth work principles and ethical practice responsibilities. It supports, but does not replace the sectors legal responsibilities. Any person, group or organisation that works with young people can choose to use the Code. Kingston Youth Services follows the Code of Ethical Practice. The Code of Ethical Practice is scheduled to be reviewed in 2023.

**The new Local Government Act 2020, a principles-based Act.** The new Act aims to ensure all Victorians have the opportunity to engage with their council on local priorities and the future of their community. As the level of government closest to the community, councils have both the opportunity and the responsibility to enable participatory democracy. Many citizens, including young people, now want a stronger voice in shaping their community's future.

**Emphasis on improving the quality of public participation and engagement approaches.** Community engagement is an important part of the good and democratic governance of local government. Councils have been leaders in the constant challenge to adapt and find new ways to engage meaningfully with their communities, including young people. Kingston Council's Community Engagement Policy outlines our commitment to provide the community with genuine opportunities to contribute to and inform projects, strategies, services and decisions that affect them. To view the full Policy visit: [Community Engagement Policy - City of Kingston](#)

**Councils play a lead role in community planning and advocacy, engage and consult with young people, provide funding for youth services, programs and events and have a compliance responsibility.**

Local government is the backbone of generalist youth service delivery in Victoria, working with large numbers of young people (Youth Affairs Council Victoria, 2016). Youth Services teams promote young people's health, social inclusion, skill development and leadership, and provide young people with opportunities to engage in arts and culture, community strengthening and civic life and assist young people to navigate challenges and access specialist services where needed. Local government youth services include, but are not limited to:

- Leading community planning and advocacy for young people. Local government youth services play a vital partnership-building role, bringing together the different stakeholders that work with young people to coordinate service delivery, advocate for young people's needs, and leverage resources to meet local priorities. Many services and schools would be impacted to work effectively together and access adequate resourcing without local government's support.
- Engaging and consulting with young people, and building young people's capacity as advocates and community leaders. Local government youth services are recognised as experts in youth engagement – an essential resource for councils wishing to hear young people's ideas and solutions to local problems.
- Funding, planning and delivering services, programs and events for young people. These are very diverse, ranging from holiday activities to mentoring programs, anti-discrimination campaigns, volunteering opportunities, L2P programs for novice drivers, and social supports for young people at risk of disengagement or marginalisation.
- Enabling local governments to prepare for and comply with their statutory obligations in relation to children up to the age of 18.

## Snapshot of Council's youth services provision

**Council plays many roles in relation to young people in Kingston. Kingston's Youth Services team delivers a range of services, programs, spaces and activities that support young people aged 12 to 25 years who live, work or study within the municipality.**

### **Counselling, Youth Worker support, information and referral:**

Council provides free individual support services. Youth Workers work alongside young people to support them with problem solving, advocacy, linking to other services, empowerment, decision making, practical assistance, negotiating relationships and communication. Registered psychologists located at Platform 81 provide psychological counselling aimed at reducing emotional distress and strategies to cope with life's problems.

### **Community based youth programs:**

Council provides a range of community based youth programs that are free, inclusive and provide young people with the opportunity to learn and develop skills. Current programs include AYC Cooking and Art Programs, FReeZA P81 Events, Universal youth magazine, Queer in Kingston, Youth Advisory Committees, Fully Funded Short Course, YA Chat in partnership with Parkdale Library, Junior Mayor Election and Junior Council Program.

### **School Based Programs:**

Council develops and facilitates school programs available to all secondary schools to strengthen young people's capacity and address current youth issues as identified by schools and young people. Current programs include Grade 6 and Year 7 Support, School Information Talks on services and programs offered by Kingston Youth Services, lunchtime engagement sessions as well as tailored programs to meet the needs of young people.

### **Youth Spaces (newly established Platform 81):**

Council provides a free space at Platform 81 Mordialloc for young people to access information, services and support. A free drop-in space is located at Aspendale Gardens Community Centre.

### **Youth Events and recognition:**

Council provides free youth activities and events to promote drug and alcohol-free environments for young people to safely participate in. Kingston Youth Services promotes annual youth awards to recognise and celebrate the achievements and contributions of young people.

### **Youth Engagement:**

Council engages with young people and provides input/feedback opportunities through surveys and participant evaluations. The Youth Advisory Committees also provide feedback to Council on local youth issues and provides a platform for other Council departments wishing to seek feedback from young people.

### **Parent Information Nights:**

Council provides information for parents and carers about current issues affecting young people. These sessions are offered quarterly and focus on the main presenting issues facing our young people. Youth Networks: Council supports and participates in youth networks to increase collaboration and information sharing between local youth service providers. Networks include: Bayside, Glen Eira and Kingston Local Learning and Employment Network; Bayside, Glen Eira and Kingston Youth Network; Student Wellbeing and Teacher's breakfasts and YACVic's Youth Participation and Practice Network.

## Acknowledgments

Kingston Youth Services acknowledges the contribution of many young people, parents, carers, educators, and service providers who participated and assisted others to participate in the Youth Strategy consultation in 2022. We would like to thank the members of our Youth Advisory Committees who provided valuable input and feedback in the development of this Strategy. A special thanks to Cochrane Research Solutions for assistance in developing this document and collating the consultation findings, background information and research.







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**Agenda Item No: 8.2**

## **INDIVIDUAL DEVELOPMENT GRANTS AND COMMUNITY SMALL GRANTS - QUARTERLY REPORT (JANUARY - MARCH 2025)**

**Contact Officer: Gillian Turnbull, Coordinator Community Capacity  
Rachael Hurley, Community Grants Officer**

### **Purpose of Report**

The purpose of this report is to present the quarterly (1 January – 31 March 2025) funding outcomes of the Kingston Grants Program for the following streams:

- Individual Development Grants
- Community Small Grants

### **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 funding outcomes of the Individual Development Grants for 1 January – 31 March 2025, as presented in Appendix 1.
2. Note the successful funding outcomes of the Community Small Grants for 1 January – 31 March 2025, as presented in Appendix 2.
3. Endorse that the Community Small Grants, as presented in Appendix 3, are not recommended for funding for 1 January – 31 March 2025.

### **1. Executive Summary**

This report presents the quarterly (1 January - 31 March 2025) funding outcomes of the Kingston Grants Program for the following streams:

- Individual Development Grants (presented in Appendix 1)
  - Funding outcomes were determined for 19 Individual Development Grant applications. Of these:
    - 11 applications were deemed eligible as per the Kingston Grants Program Policy and Guidelines.
    - Eight applications were ineligible.
  - Of the 11 eligible applications:
    - Ten applications were approved for funding.
    - One application was not funded as the Guidelines stipulate Council won't fund more than two people from the same organisation, group or

- club who are selected to compete, perform or represent in their chosen discipline in the same event/activity.
- Community Small Grants (presented in Appendix 2 and 3)
  - Funding outcomes were determined for 27 Community Small Grant applications. Of these:
    - 21 applications were deemed eligible as per the Kingston Grants Program Policy and Guidelines.
    - Six applications were ineligible.
  - Of the 21 eligible applications:
    - 18 applications were approved for funding.
    - Three applications are not recommended for funding as they did not align with requirements as per the Kingston Grants Program Policy and Guidelines, specifically:
      - One requested funding for an item already being funded through their Open Space funding agreement
      - One sought funding for salaries
      - One sought funding for an activity confined to school property and students.

In line with the Kingston Grants Program Policy, the following authorisation is in place:

For Individual Development Grants:

- Council delegates the making of funding decisions to the Manager Inclusive Communities, Team Leader Community Capacity and Partnerships, and Coordinator Community Capacity for Individual Development Grants.

For Community Small Grants:

- Successful funding outcomes to be made by Council officer(s)
- Not recommended funding outcomes to be by decision at a meeting of Council.

Where funding decisions differ from the outcomes and/or recommendation, Council will provide their reasons for amending recommendations.

## **2. Background**

Kingston City Council provides approximately \$1.8 million in grants to local organisations and groups to help provide services and projects for health and welfare, arts and culture, sport and recreation, education, environment, and community support. Grants are also offered for individual development and achievement.

The Kingston Grants Program plays an important role in enabling the delivery of activities for the benefit of the Kingston community, in alignment with Council's strategic directions, objectives and priorities as identified in the Council Plan and other strategic documents.

The following principles underpin Council's overall approach to the provision of grants:

- Access: Our community should be aware of grant opportunities. The application process should be easy, and applicants should have the resources and support to apply.
- Equity: Our grants will meet the needs of those in the community who will get the greatest benefit from financial support.
- Inclusion: Application and assessment processes should remove barriers and reduce discrimination for people with disabilities, young people, older people, women, LGBTQIA+, Indigenous people, and people from multicultural backgrounds.

- Diversity: People from diverse backgrounds should be specifically made aware of grants, and recipients should represent the diversity of Kingston's community.
- Good Governance: The administration of grants should provide equity of grant allocations and reduce risk to Council.
- Strategic Alignment: Grants programs should be aligned with Council's strategic direction.

The Kingston Grants Program consists of five streams:

- Individual Development Grants
- Community Small Grants
- Community Bi-Annual Grants
- Operational and Partnership Grants
- Community Festival, Events and Creative Activities grants

The Kingston Grants Program is governed by the Kingston Grants Program Policy and the Kingston Grants Program Guidelines, available for download from [www.kingston.vic.gov.au/grants](http://www.kingston.vic.gov.au/grants).

In line with the Kingston Grants Program Policy, the following authorisation is in place:

For Individual Development Grants:

- Council delegates the making of funding decisions to the Manager Inclusive Communities, Team Leader Community Capacity and Partnerships, and Coordinator Community Capacity for Individual Development Grants.

For Community Small Grants:

- Successful funding outcomes to be made by Council officer(s)
- Not recommended funding outcomes to be by decision at a meeting of Council.

Where funding decisions differ from the outcomes and/or recommendation, Council will provide their reasons for amending recommendations.

### **3. Discussion**

#### **3.1 Individual Development Grants**

Individual Development Grants are one-off grants that support individual Kingston residents to compete, perform or represent at a State, National or International level in their chosen discipline through the Achievement category. These grants recognise the sacrifices that people make to reach significant goals, seek to develop local leaders and positive role models.

Individual Development Grants can support individuals with registration or entry fees, travel, accommodation, or purchase, hire and transportation of equipment or materials required to compete or participate, in the following disciplines:

- Arts and Culture
- Sports and Recreation
- Environment and Climate Actions
- Humanitarian and Leadership

Individuals Development Grants are open to all Kingston residents, providing funding in the following amounts:

- \$200 – State level within Victoria
- \$400 – National level held interstate or in Victoria
- \$600 – International level held overseas, interstate or in Victoria
- Plus 25% financial hardship consideration

The eligibility criteria, what can and cannot be funded, and how to apply is outlined in the Kingston Grants Program Policy and the Kingston Grants Program Guidelines.

Eligible applications are assessed on:

- Level and location of the activity
- Level of achievement and development potential in your chosen discipline; or the club, group or activity you wish to participate in
- Level of assistance from other sources
- Evidence of financial hardship.

**3.1.1 Individual Development Grants - Summary of all applications**

Throughout 1 January - 31 March 2025, funding outcomes were determined for 19 Individual Development Grant applications. Of these:

- 11 applications were deemed eligible as per the Kingston Grants Program Policy and Guidelines.
- Eight applications were ineligible. Of the ineligible applications:
  - Five did not apply between 1 – 6 months before their activity, a requirement as per the Guidelines.
  - Two received a grant in March 2024 for the same activity. In line with the Guidelines, to be eligible, applicants must not have received funding for an Individual Development Grant for the same activity in the past 24 months running on financial year from July to June.
  - One did not provide the required documents to evidence their eligibility.
- Of the 11 eligible applications:
  - Ten applications were approved for funding.
  - One application was not funded as the Guidelines stipulate Council won't fund more than two people from the same organisation, group or club.

For noting, Appendix 1 presents funding outcomes for the Individual Development Grants for 1 January – 31 March 2025.

**3.2 Community Small Grants**

Community Small Grants are one-off grants that support smaller scale activities that strengthen the community, help the environment, and improve local organisations and community groups. These grants recognise that sometimes, all it takes is a small amount of funding to help make great things happen for the benefit of the Kingston community.

Community Small Grants offer up to \$2,000 for not-for-profit organisations and can support a range of activities under the following categories:

- Community projects and programs
- Community celebrations
- Small equipment

- Capacity building
- Start-up support

The eligibility criteria, what can and cannot be funded, and how to apply is outlined in the Kingston Grants Program Policy and the Kingston Grants Program Guidelines.

Eligible applications are assessed on the assessment criteria outlined in the Guidelines, which relate to:

- Community need
- Community benefit
- Capacity to deliver
- Capacity for sustainability
- Other considerations

**3.2.1 Community Small Grants – Summary of All Applications**

Throughout 1 January - 31 March 2025, funding outcomes were determined for 27 Community Small Grant applications. Of these:

- 21 applications were deemed eligible as per the Kingston Grants Program Policy and Guidelines.
- Six applications were ineligible. Of the ineligible applications:
  - Three did not apply between 1 – 6 months before their activity, a requirement as per the Guidelines.
  - One did not align with the purpose of the stream and had an outstanding acquittal.
  - One was not located within the City of Kingston and did not demonstrate significant benefit to the Kingston community.
  - One had received funding for the same activity in the 2024/25 Community Bi-annual grant round. In line with the funding guidelines, applications for the same or similar activity from another Kingston Grants Program grant stream or other Council funding source in the same financial year running July to June will not be funded.

In total, 18 applications were approved for funding.

For noting, Appendix 2 presents the Funding Outcomes for the Community Small Grants for 1 January – 31 March 2025.

Three applications are not recommended for funding, as they did not align with requirements or did not meet the assessment criteria outlined in the Kingston Grants Program Policy and Guidelines, specifically:

- One requested funding for an item already being funded through their Open Space funding agreement.
- One sought funding for salaries.
- One sought funding for an activity confined to school property and students.

For endorsement, Appendix 3 presents the Funding Outcomes – Not Recommended for 1 January – 31 March 2025.

**4. Consultation**

**4.1 Internal Consultation:**

Internal departments are consulted on grant applications, including but not limited to Active Kingston, Finance and Inclusive Communities.

**4.2 Community Consultation:**

N/A

**5. Compliance Checklist**

**5.1 Council Plan Alignment**

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

Strategy: Support the inclusion of everyone in community life

The Kingston Grants Program offers not-for-profit community groups and individuals the opportunity to obtain funds to contribute towards activities that enrich community life.

**5.2 Governance Principles Alignment**

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

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

**5.3 Financial Considerations**

In the 2024/25 financial year, a total budget of \$34,893 is available to distribute through the Individual Development Grants stream. This report allocates \$8,723.25 for Quarter 3 (January - March 2025), bringing the total funding awarded so far this financial year to \$18,000.


In the 2024/25 financial year, a total budget of \$199,150 is available to distribute through the Community Small Grants stream. This report allocates \$49,787.50 for Quarter 3 (January - March 2025), bringing the total funding awarded so far this financial year to \$76,395.



**5.4 Risk considerations**

The Kingston Grants Program and Kingston Grants Program Policy and Guidelines addresses potential accessibility, governance, legal and reputational risks to Council associated with Council's current grants model, in line with the recommendations of the Victorian Auditor-Generals Office (VAGO) report.

**Appendices**

Appendix 1 - Individual Development Grants - Funding Outcomes - 1 January - 31 March 2025 (Ref 25/74213)  

Appendix 2 - Community Small Grants - Successful Funding Outcomes - 1 January - 31 March 2025 (Ref 25/75536)  

Appendix 3 - Community Small Grants - Funding Outcomes - Not Recommended - 1 January - 31 March 2025 (Ref 25/75623)  



**City of Kingston  
Ordinary Council Meeting**

**Agenda**

**28 April 2025**

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Author/s: Gillian Turnbull, Coordinator Community Capacity  
Rachael Hurley, Community Grants Officer

Reviewed and Approved By: Erin Pattie, Team Leader Health and Social Policy  
Susan Quach, Acting Manager Inclusive Communities  
Kate Waters, Acting General Manager Community Strengthening

## **8.2**

### **INDIVIDUAL DEVELOPMENT GRANTS AND COMMUNITY SMALL GRANTS - QUARTERLY REPORT (JANUARY - MARCH 2025)**

<b>1</b>	<b>Individual Development Grants - Funding Outcomes - 1</b>	
	January - 31 March 2025 .....	<b>133</b>
<b>2</b>	<b>Community Small Grants - Successful Funding Outcomes - 1</b>	
	January - 31 March 2025 .....	<b>137</b>
<b>3</b>	<b>Community Small Grants - Funding Outcomes - Not</b>	
	Recommended - 1 January - 31 March 2025 .....	<b>141</b>

## Kingston Grants Program – Individual Development Grants

Funding Outcomes 1 January – 31 March 2025

### Approvals

Club/Organisation Name	App No.	Requested	Approved	Approval Date	Details	Event Date	Field	Event Location Type
<b>CCC Bolts</b>	IDG 070 2024-25	\$400.00	\$400.00	21/01/2025	Australian Indoor Netball Championships, WA, 14-23 February 2025	14/02/2025 - 23/02/2025	Netball	National
<b>No club</b>	IDG 093 2024-25	\$750.00	\$750.00	6/03/2025	One-man-musical Little Squirt, Edinburgh Fringe Festival, 29 July-30 August 2025	29/07/2025 - 30/08/2025	Arts / Culture	International
<b>Parkdale Yacht Club</b>	IDG 076 2024-25	\$200.00	\$200.00	4/02/2025	Novice sailor division of the Minnow Victorian Championships, Parkdale, VIC, 22-23 February 2025	22/02/2025 - 23/02/2025	Sailing	Statewide
<b>Boxing Australia</b>	IDG 089 2024-25	\$600.00	\$600.00	27/02/2025	Algirdas Socikas Tournament - Boxing Australia, Lithuania, 14-27 April 2025	14/04/2025 - 27/04/2025	Boxing	International
<b>Pacific Elite Dance</b>	IDG 066 2024-25	\$750.00	\$750.00	27/02/2025	World Dance Championships - Hip	25/04/2025 - 28/04/2025	Dance	International

Club/Organisation Name	App No.	Requested	Approved	Approval Date	Details	Event Date	Field	Event Location Type
					Hop Division, USA, 25-28 April 2025			
<b>Mordialloc Junior Netball Club</b>	IDG 068 2024-25	\$400.00	\$400.00	14/01/2025	U14 Indoor Netball Australia Nationals, WA, 14-23 February 2025	14/02/2025 - 23/02/2025	Netball	National
<b>Peninsula Dragonflys</b>	IDG 091 2024-25	\$400.00	\$400.00	13/03/2025	Australian National Dragon Boat Racing Championships, NSW, 28 April 2025	28/04/2025	Dragon Boat	National
<b>Peninsula Dragonflys</b>	IDG 086 2024-25	\$400.00	\$400.00	27/02/2025	Australian National Dragon Boat Racing Championships, NSW, 28 April 2025	28/04/2025	Dragon Boat	National
<b>No club</b>	IDG 075 2024-25	\$600.00	\$600.00	28/01/2025	NCP Mitsubishi Group Internship Program, Japan, 17 February-3 March 2025	17/02/2025 - 3/03/2025	Internship	International
<b>Mentone Athletics Club</b>	IDG 087 2024-25	\$400.00	\$400.00	27/02/2025	2025 Chemist Warehouse Australian Junior Track & Field Championships U15 Shot Put, 4-9 April 2025	4/04/2025 - 9/04/2025	Track & Field	National
<b>Total</b>			<b>\$4,900</b>					

Funding Not Approved

Club/Organisation Name	App No.	Requested	Approved	Approval Date	Details	Event Date	Field	Event Location Type	Unsuccessful Details
Peninsula Dragonflys	IDG 092 2024-25	\$400.00	\$0	6/03/2025	Australian National Dragon Boat Racing Championships, NSW, 26 April-1 May 2025	26/04/2025 - 1/05/2025	Dragon Boat	National	Grant Guidelines stipulate Council won't fund "More than two people from the same organisation, group or club who are selected to compete, perform or represent in their chosen discipline in the same event/activity"

## Kingston Grants Program – Community Small Grants

### Funding Outcomes 1 January – 31 March 2025

#### Approvals

Name	Amount Requested	Amount Approved	Date of Approval	Details	Notes
Acacia Avenue Preschool	\$1,064.85	\$1,064.85	13/02/2025	Drinks and food trolleys	
Aspendale Cricket Club	\$1,892.00	\$1,892.00	20/02/2025	Inflatable pitch cover mover for wet weather use	
Australian Greek Elderly Club of Mentone and District	\$1,000.00	\$1,000.00	13/03/2025	Laptop to assist with managing club activities	
Carrum Community Activity Centre Inc	\$1,000.00	\$800.00	8/01/2025	Equipment; 1. Additional bowling balls to enable more bowling days to recruit and engage with more members 2. Craft materials for classes	Partial funding approved to support the purchase of bowling balls. Their Operational & Partnership grant includes funding for craft activities. Kingston Grants Program Guidelines – what can't be funded: Funding for equipment that has already been funded by Council in the past 24 months from July to June
CUCC KINGS	\$2,000.00	\$2,000.00	20/02/2025	Purchase of cricket and fitness equipment. Free participation to introduce cricket to new players age group 5-10 years. Free registration and subsidised fees for Women	
Dingley Village Men's Shed Inc	\$2,000.00	\$2,000.00	20/02/2025	Purchase of studio lighting equipment and specialised audio equipment for recording and podcast presentations	

Name	Amount Requested	Amount Approved	Date of Approval	Details	Notes
<b>Edithvale Life Saving Club</b>	\$2,000.00	\$2,000.00	27/02/2025	Small Equipment: Lockers for members	
<b>Kingston and Districts Netball Association</b>	\$1,952.00	\$1,952.00	13/03/2025	Mixed Netball Competition launch on Saturday mornings to promote inclusivity and participation among boys and girls in a structured and supportive environment	
<b>Mentone Hockey Club</b>	\$2,000.00	\$248.75	20/02/2025	Upgrade of equipment for training as well as hockey roadshows provided to Kingston primary schools	Duplicate funding request for funding received in 2023/24. Kingston Grants Program Guidelines – what can't be funded: Funding for equipment that has already been funded by Council in the past 24 months from July to June
<b>Moorabbin &amp; District Radio Club Inc.</b>	\$1,980.00	\$1,980.00	13/03/2025	To facilitate an exhibition of amateur radio and electronic equipment in the Grand Hall at Kingston Arts where it has been held for the past three years	
<b>Mordialloc Bowls Club</b>	\$2,000.00	\$2,000.00	25/02/2025	Replacement shade sail as it has worn through to a point that it will break away from the substrate	
<b>Mordialloc Life Saving Club</b>	\$1,150.00	\$1,150.00	13/03/2025	Personal flotation devices to assist with school's beach programs	
<b>Probus Club of Dingley Central</b>	\$2,000.00	\$2,000.00	13/03/2025	Bus outing for members in May	



Name	Amount Requested	Amount Approved	Date of Approval	Details	Notes
<b>Southern Football Netball League</b>	\$1,999.00	\$1,000.00	27/02/2025	Laptop to support the management of 2025 junior netball matches	Kingston Grants Program Guidelines: Council will not allocate more than \$1,000 for digital equipment
<b>Southern United Hockey Club Inc</b>	\$2,000.00	\$2,000.00	6/03/2025	Purchase of goalkeeping helmets and balls that will be distributed across many junior teams	They have 597 members with 217 Kingston members
<b>Special Olympics Melbourne Southern Club</b>	\$1,359.00	\$1,359.00	13/03/2025	Special Olympics Melbourne Southern Club: Tennis Venue Hire & Tennis Balls	
<b>STEM Incubators</b>	\$1,800.00	\$1,800.00	20/02/2025	Young battery warriors - student led recycling awareness campaign. 10 week program empowering primary school students to become environmental champions in battery recycling	
<b>Women's Health in the South East</b>	\$2,000.00	\$2,000.00	20/02/2025	International Women's Day Community Film Event - to build awareness of how gender inequality affects communities across Australia and will equip participants with practical strategies for advancing gender equity	
<b>Total</b>	<b>\$31,196.85</b>	<b>\$28,246.60</b>			

## Kingston Grants Program – Community Small Grants

Funding outcomes 1 January - 31 March 2025

### Funding Not Recommended

Name	Amount Requested	Amount Approved	Date of Assessment	Details	Notes
Kingston Hawthorn Cricket Club	\$2,000.00	\$0.00	13/02/2025	Purchase a new cylinder mower	In accordance with the Open Space funding agreement, Council is already funding the maintenance of the turf wicket and is responsible for maintaining the reserve
KRITHA INC	\$2,000.00	\$0.00	4/02/2025	We would like to hire a yoga and Zumba instructor to run a yoga class Breathing exercises Hike workout Mental health practices Community gathering to enhance the wellbeing	In line with the Guidelines, Community Small Grants will not provide funding for salaries
Yarrabah School	\$2,000.00	\$0.00	13/03/2025	Yarrabah Garden Project	The activity is confined to school property for students. In line with the funding guidelines, Schools' curriculum-based activities or where the outcome is confined to the school property or school community, will not be funded
<b>Total</b>	<b>\$6,000.00</b>	<b>\$0.00</b>			

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

# Ordinary Council Meeting

28 April 2025

**Agenda Item No: 9.1**

## **RESPONSE TO RESOLUTION - NOTICE OF MOTION 2/2024 : FORESHORE WASTE COLLECTION**

**Contact Officer: Tim Scott, Team Leader Waste Management**

### **Purpose of Report**

This report has been prepared in response to Notice of Motion 2/2024 - Foreshore Waste Collection and relates to the review of the recent service changes.

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

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

### **RECOMMENDATION**

That Council:

1. Receive this report in response to Notice of Motion No. 2/2024 - Foreshore Waste Collection resolution; and
2. Endorse the ongoing maintenance of the current approach to the foreshore waste management service.

### **1. Executive Summary**

The foreshore waste management changed in October 2024 with bins relocated to the carparks, road reserves and locations accessible by garbage trucks. The bin servicing is now agile and responsive to increased beach use, hot weather forecasts, and further supported by collection of data including bin sensors, QR code reporting and customer feedback.

The waste management foreshore bin collections was complemented by manual litter collections, sand raking and promenade sweeping. Over the summer holiday period, there were also temporary skips placed at several locations along with additional bins installed and an extensive 'Bin It or Swim In It' communications campaign to assist in educating visitors to the foreshore.

The number of bin collections increased by 30% with more collections occurring in the summer high season than over the total previous 12 months. The first summer period of this new service has seen a 70% drop in public reports of overflowing bins and is now at levels similar to those historically seen in winter.

There were several days during the festive season where over 13 tonnes of compacted waste was collected from the foreshore litter bins, requiring four garbage trucks on New Year's Eve. This level of service was not possible under the previous service arrangements, which were not sustainable over the peak summer period when beach access was limited.

There are ongoing access challenges with bin collections due to access constraints around Patterson River Mouth (north side), Mordialloc Sailing Club and Mentone Beach (north end). All these sites had solutions in place over the summer period and are being managed closely.

A community Summer Survey was undertaken and received 830 responses with Mordialloc identified as the most visited beach and 97% of respondents planning to visit the beaches again.

The current litter bin collection service has been budgeted for future years and service levels will be managed based on agile performance criteria in a future contract.

## **2. Background**

The provision of public litter bins on Kingston beaches was a longstanding service that had remained largely unchanged for at least 25 years. This is despite nearly all Victorian Councils having removed bins from the sand due to a combination of increased population, high visitation along with the impacts of high tides and storm surges.

At the February 2024 Ordinary Council Meeting, Council resolved:

### *12.2 Notice of Motion No. 2/2024 - Foreshore Waste Collection*

*That Council:*

- 1. Until the end of April, provide extra red-lidded rubbish bins or similar for the purposes of general waste in at least 35 street entrances to the foreshore between Aspendale and Carrum. (If it is not possible to be placed in this location, that the bins be placed as close as possible to this location). That priority be given to locations known to be high traffic, near car parks, life saving clubs or the Chelsea Pier.*
- 2. Provides extra signage on the beach directing beach goers to the nearest rubbish bin location.*
- 3. Receive an urgent report from officers outlining operational changes that can be made/considered by the contractor including consideration of the following:*
  - a. Different Bin Locations*
  - b. Extra Collections during warm weather*
  - c. Earlier collection so that bins are collected prior to 7.30am*
- 4. Receive a report in September about the upcoming plans and considerations for the upcoming Summer period.*

Items 1 and 2 were immediately actioned, confirmed in an email to Councillors on 1 March 2024.

At the 26 August 2024 Ordinary Council Meeting, Council resolved:

### *Item 9.6 Response to Resolution: Foreshore Waste Collection*

*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.*

Item 2 in the resolution was undertaken with all the bins removed from the sand on Kingston's foreshore in September 2024 and new bins installed in the foreshore carparks and key entrances. The new bins servicing commenced on 1 October 2024.

The previous foreshore cleansing contract expired on 30 September 2024 and the functions of this contract were subsequently split into dedicated service contracts to prioritise and improve the quality of services delivered. This has involved the procurement of a dedicated waste contractor, manual litter collection contractor, seaweed removal contractor and promenade sweeping contractor, resulting in improved service outcomes.

This report responds to Item 3 and provides information on the success and challenges of the service improvement.

### **3. Discussion**

#### **3.1 Communications Plan**

A comprehensive communication plan was prepared and delivered, to detail the foreshore public litter bin improvements, provide an education campaign for the community about litter prevention by encouraging best practices around waste disposal, and to support ongoing behaviour change around littering over summer. This included the following:

- Media Release
- Bulletin mailouts to 4000 properties adjacent to the beach
- KYC articles
- Social media
- Individual correspondence to properties near proposed bin locations
- Meetings with foreshore clubs
- Animation/Explainer video of why and where the changes would occur
- Foreshore Club champions with photographs and supporting statements
- Website updates
- Bin and educational signage, including directional signage to bins
- Commencing 'Bin It or Swim In it' Train Station billboards
- Interactive bin location map designed for the Council website
- A range of collateral for further distribution

#### **3.2 Comparative Service Levels**

The previous bin service had a winter collection frequency of 3 days per week and 5 days in summer. The bin locations were limited by access constraints for the 4WD utility service vehicle as early mornings were the only time bins on sand could be safely reached when it was a hot or warm day. There were times where the previous contractor could not finish collecting bins due to the amount of rubbish left on the beach from the day before and ran out of time (ie. the beach filled up with people).

Following the service change, the bins can be emptied multiple times per day, at any time of the day, based on demand. There were no access issues under the new service over summer, as the garbage trucks could park nearby and had appropriate room to safely service the bins. This allowed for proactive scheduling of multiple bin and manual litter collections per day when the weather or nearby events indicated that beach use would be high, such as hot weekends or public holidays.

Over the most recent New Years Eve, staff and contractors planned additional proactive collections, and due to the amount of garbage and beach users there were four trucks required in the afternoon shift with over 6.5 tonnes collected in the morning and a further 6.5 tonnes in the afternoon. The trucks started at each end of the foreshore and worked towards Mordialloc to ensure that the collections could finish within a reasonable timeframe. This amount of waste removal would not have previously been possible and demonstrates why there has been historic issues on very hot busy days.

The number of bin collections increased by 30% compared to previous years, with more collections occurring in the summer high season than all of the previous twelve months. As planned, there were many days in December 2024 and January 2025 where additional collections were undertaken. Over a 12 month period there are now approximately 75 days with second bin collections for all bins. If required, there is still scope to increase the number of collections in the future.

### **3.3 Results**

#### **Council Feedback**

The number of formal complaints was initially highest in October (60 responses) immediately following the service change with residents contacting Council dissatisfied with the decision to relocate the sand based bins. The complaints had three main themes:

- The beach will be full of rubbish
- Why should I have to carry my dog waste
- Council has always provided bins on the beach

The number of complaints had dropped by March 2025 (down to 5 complaints) with the tone of these changing to requests for bins to be removed, relocated away from side streets or for increased signage. There has also been regular support for the service change expressed from many residents.

#### **QR Codes**

Every new litter bin was fitted with a unique QR Code that allowed members of the public to report overflowing bins. The number of QR Code reports has dropped dramatically over the recent summer, as the additional collections allowed waste volumes to be appropriately managed.

#### **Bin Sensors**

Electronic Bin Sensors have been progressively installed to provide real time bin levels and temperature readings directly to an online Council portal. There have been some issues including vandalism of the sensors in some areas and delays due to temporary network coverage issues.

The real time data has provided valuable feedback on the busiest and hottest days. The sensors have reinforced that most of the busiest bins only average a 25% fill level, however the additional capacity is still required for the days over 30 degrees or when events are nearby as they can easily reach capacity in one day. The two busiest sites were Peter Scullin Reserve carpark at Mordialloc and Edithvale Life Saving Club which is consistent with all other observations.

The sensors have also highlighted bins with very little use which allows the collections to be optimised or bins relocated to other areas of higher demand.

#### **Contractor Comments**

The public litter bin contractors have been able to undertake all the bin servicing from the new locations and are also responsible for the disposal of the materials. Their feedback is extremely important and highlights that side streets south of Mordialloc with less parking availability are only being used by local dog walkers, with bin weights being very low. Similarly, where the parking is available in greater numbers, the bin weights are higher.

The afternoon collections have been very busy around Mordialloc with minor access issues that are manageable. The main bin weight increases have been after sundown on days over 35 degrees or weekends over 30 degrees when people leave the beach at night.



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New Years Eve was an exception as everywhere was busy all day and 4 trucks were consistently rotating around to maintain service levels and cleanliness, which would not have been possible previously. The agility of the new service to quickly scale up collections is now paying dividends for Council.

There has also been hard rubbish such as chairs, umbrellas and eskies left next to bins which is now easily collected by the contractor. This is a positive behaviour change as the beach users have tried to do the right thing and not leave hard rubbish on the sand.

## **Challenges**

There were initially many requests for additional bins and primarily these were from dog walkers who did not wish to carry their own dog waste. In several locations additional bins were installed as requested, however some were then removed due to neighbouring resident feedback.

The new service is considered to be very successful, however, there are three main locations that are problematic and required further interventions. Multiple options were tested to minimise disruption to beach users and nearby residents.

- **Mentone Beach**

The Mentone beach between Mundy St and Charman Rd allows dogs off leash and is popular with dog walkers from Kingston and beyond. There was considerable community feedback about the disposal of dog waste until a skip bin was installed at the promenade to assist dog walkers. This is a temporary solution for the summer and will be removed over the winter period.

The installation of additional bins at the cliff top near Charman Rd also resolved an issue with dog walkers approaching from Bayside Council or Charman Rd. It is proposed to provide further dog facilities in the Mundy St carpark in future, such as a tap and drinking bowl.

- **Patterson River North side**

There is very limited vehicle access for the north side of Patterson River with no foreshore connecting roads between the Station St bridge and The Glade Bonbeach. Consequently, wheelie bins have been placed near the river mouth and staff are servicing them by hand at this time.

This function is also temporary and will be managed as a requirement of any new contract.

- **Mordialloc Sailing Club**

The access to the sailing club has always been limited to passenger vehicles only, due to narrow laneway access. Given the lack of truck access, a temporary wheeled skip was placed near the Parana St laneway. This was unpopular with local residents due to amenity concerns. The Mordialloc Sailing Club is now looking to use this skip long-term with an appropriate placement out of sight of nearby residents properties.

Despite community requests for a bin at the Parana St entrance, there has been very little use of the skip in any location. An additional bin has been placed on the Parana St frontage of Doyles Hotel to assist walkers entering from the Mordialloc direction.

## **4. Consultation**

### **4.1 Internal Consultation:**

Extensive consultation was undertaken with several teams from Open Space, City Works and Communications to plan the relocation of bins from the beach. All the foreshore Ward Councillors were provided with individual and group briefings on multiple occasions.

### **4.2 Community Consultation:**

A Summer Survey was undertaken to seek resident and visitor feedback of their experience and various foreshore services, including the waste collections and litter management. The Summer Survey was open for four weeks with a very high response rate providing meaningful information and statistics.

A snapshot of the data indicates the following:

- Mordialloc was the most visited beach, only slightly higher than Mentone
- 85% of people are very satisfied/satisfied with their experience
- 97% of people are very likely/likely to visit a Kingston beach again
- 60% of people were very satisfied/satisfied with the beach cleanliness
- 30% of people walked less than 500m to reach the beach
- 66% of residents who walked less than 500m were very satisfied or satisfied with the beach cleanliness. This demonstrates 2 of out 3 local users were very satisfied or satisfied with beach cleanliness.
- Bins and walking/cycling paths were the two most used facilities
- Most people either took their rubbish home with them (20%) or used a public bin (58%)
- Showers/toilets, bins, seaweed, dogs, parking, and requests for more cafes/eating/drinking spots featuring in feedback.

## **5. Compliance Checklist**

### **5.1 Council Plan Alignment**

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

Strategy: Protect and enhance our foreshore, marine environment, waterways and wetlands

The new service change was intended to improve the management of public litter generated on the foreshore and minimise rubbish dumping in these beach areas. The new litter bin collection services and manual litter removals have resulted in a dramatic reduction in waste materials left on the beach at the end of each day.

### **5.2 Governance Principles Alignment**

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

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

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

The provision of public litter bins is a Council service that improves the usability and amenity of community spaces. The new foreshore waste collection can now be managed with the provision of an agile and scaleable service that increases collections when demand increases, such as increased patronage or hot weather.

The use of bin sensors and QR codes enables Council officers to maintain a responsive service based on real time data supported by site inspections.

The bin servicing now has a lower unit cost due to the use of a standard garbage truck which also allows for more collections to occur within the same budget allocation.

### **5.3 Financial Considerations**

#### **Project Costs**

The relocation of bins to the new accessible sites has required capital costs of \$445K for bin enclosures, bin installation costs, bin sensors, signage and promotion locations. These costs were funded from existing budgets in the 2024/25 financial year.

**Budget**

The operational costs for the public litter bin servicing have been funded through the existing operational budget. The number of bin collections has increased by 30%, however the unit cost per collection is now lower due to the accessible bin locations allowing garbage trucks to service bins.

**Resources**

The first summer of the implementation of the new services has required high staff resourcing with daily foreshore and bin inspections from both Open Space and City Works staff, including after hours, and with a priority on maintaining high levels of service.

The service change was well planned, however given the new bin locations and new contractors, staff oversight of all activities was required. Six months have now passed, and services have settled into a predictable routine, the staffing requirements for next summer are well understood and can be programmed into future schedules.

**5.4 Risk considerations**

The overarching risk is that current and future foreshore waste management is not delivered to the standards required on the high profile foreshore.

This is being managed through contract performance criteria that prioritise responsive and agile services that can quickly scale up when litter bin demand increases. The use of bin technology with sensors and QR codes enables Council officers and contractors to have a detailed understanding of litter bin demand.

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# Ordinary Council Meeting

28 April 2025

Agenda Item No: 9.2

## RESPONSE TO RESOLUTION - NOTICE OF MOTION 13/2024 - CHELTENHAM YOUTH CLUB GYMNASTICS PATHWAY

Contact Officer: Sara Townsend, Team Leader Strategic Projects

### Purpose of Report

This report responds to Notice of Motion 13/2024 for Council to consider Cheltenham Youth Club (CYC) support following the outcomes of their planning permit amendment and rental negotiations, and presents potential options for support for Council consideration.

### Disclosure of Officer / Contractor Conflict of Interest

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

### RECOMMENDATION

That Council:

1. Receive the report;
2. Endorse an annual contribution of \$50,000 per annum for two years commencing 1 July 2025, increasing each year by CPI, documented in a Funding Agreement between Council and Cheltenham Youth Club;
3. Note that at the end of the two years, Cheltenham Youth Club could apply for operational support through Council's competitive Community Partnership Grants program – Operational and Partnership triennial Grants - which will re-open in 2027 for applications; and
4. Note that a review of the Kingston Grants Program will be presented to Council in September 2025.

### 1. Executive Summary

In 2023, Council was approached by the Cheltenham Youth Club (CYC) seeking Council's support to develop or secure ongoing access to a purpose-built gymnastics facility in Kingston for the club.

Officers have evaluated the provision of gymnastics across Kingston. This report includes options for Council consideration to support CYC, in response to Notice of Motion 13/2024. It is proposed that Council supports CYC in the short term (two-year period) with an annual contribution of \$50,000 increased by CPI, through the development of an annual funding agreement. After these 2 years, CYC can apply for operational funding through the Kingston Grants Program, Operational and Partnership Grants stream (triennial funding), which will re-open in 2027 for applications.

Officers will present Council with an extensive review of the Kingston Grants Program in September 2025, in response to the following Notice of Motion: *Provide an independent report back to Council by September 2025 that provides an evaluation on the newly designed Community grants program and options for improving flexibility, responsiveness*

*and ease for access for community organisation and not an overly burdensome administrative process.*

A holistic review of the Grants Program with recommendation for improvements will be included in the report. If CYC is not eligible under the reviewed grants program, or is unsuccessful, Council could consider further options to provide funding support at the time.

## **2. Background**

Following a report to Council in response to Notice of Motion 13/2024 – Cheltenham Youth Club Pathway it was resolved at the 24 February 2025 Council Meeting, that Council:

1. *Receive the report; and*
2. *Receive a further report detailing the outcomes of the Cheltenham Youth Club planning permit amendment and their market rental review, with potential options to support the Club.*

Council resolved at the 26 August 2024 Council Meeting in response to Notice of Motion 13/2024 - Cr Bearsley – Cheltenham Youth Club Pathway, that:

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.*

A series of reports were presented to Councillors during 2024 detailing the differences between the various models and the complex nature of the provision of gymnastics in Kingston.

CYC is one of four gymnastics providers in Kingston, alongside Mordialloc Community Centre (not for profit), Edge Gymnastics and AspiStars Gymnastics (both private companies). These organisations operate from various venues including community centres, private factories in industrial estates, and a primary school.

<b>Club</b>	<b>Structure</b>	<b>Members</b>	<b>Facility Ownership</b>
<b>CYC</b>	Not for Profit	1235	Private
<b>AspiStars Gymnastics</b>	Company	93	School
<b>Mordialloc Gymnastics</b>	Not for Profit	272	Council
<b>Edge Gymnastics</b>	Company	661	Private

Gymnastics plays an important role in our community with approximately 2,300 regular participants across these four providers. The sport is particularly popular among females

under 18, a demographic of interest in terms of enhancing equitable access to physical activity and sports opportunities for all genders.

Gymnastics programs are developed to focus on providing children with early childhood development, confidence building, physical literacy, and overall health and wellbeing. For females aged under 18, gymnastics is the fourth most popular recreation activity in Kingston, with 2,361 young females participating at least once in the past year. This represents 19% of the female population in Kingston aged under 18 which closely aligns with the state participation rate of 18.6%.

While all Kingston providers deliver recreational gymnastics, CYC also offers an elite training program for high performance athletes, in a range of disciplines including trampolining. CYC have proven to provide a successful pathway for developing elite athletes, as seen with two of their members representing Australia at the Paris Olympics, Kate McDonald was part of the women's artistic team who placed 10<sup>th</sup> and Brock Batty competed in the trampoline competition finishing 13<sup>th</sup>.

The provision of gymnastics across LGAs is inconsistent, unlike other sports such as basketball, netball, tennis, and football. Private and community-based gymnastics options are available, operating from facilities of varying sizes.

Gymnastics Victoria (GV) has traditionally overseen the support and development of gymnastics in Victoria. Affiliation and payment of registration fees is required for clubs to enter GV run competitions. These affiliations generate revenue that GV uses to deliver services. With the entrance of Belgravia Leisure as an alternative provider, GV's membership has declined, reducing its capacity to support clubs and to deliver a clear elite pathway. The implication is that whilst the elite sports pathways typically transfer to a State-run facility like other sports, in the case of gymnastics, the onus can be placed on local government and the Club to provide the facilities and training for the elite pathways for their gymnastics and trampolining programs.

### **3. Discussion**

#### **3.1 Cheltenham Youth Club**

CYC is a long-standing and successful not for profit community group established in 1956 and originally operated all activities from Cheltenham Youth Hall on Charman Road, Cheltenham. The Club reports a membership base of 1,265 members, with 73% of its members residing in Kingston. CYC operates under an incorporated association model, managed by a committee with profit re-invested into the club to support its activities. In 2015, CYC entered discussions with Council to provide a financial loan to purchase a warehouse similar to their current rented facility. Council did not support this at the time. Subsequently the Club has proactively contributed to a facility improvement fund for potential future partnerships.

In recent years, planning permit restrictions on the number of people allowed on the premises after 4pm and on weekends to no more than 110 individuals, including staff, has presented challenges. This restriction hinders CYC's ability to expand. Daytime occupancy is even more restrictive, with a cap of 32 people on site.

The Club is approaching the end of their lease and initially requested for Council to assist in finding a new facility. The current lease agreement has the option to extend for two additional five-year periods, securing the Braeside venue until 2036. CYC has confirmed to Council their intent to exercise the first five-year option.

### **3.2 Exploration of alternate options within Kingston for CYC**

In August 2023, officers worked with CYC to review potential options for a gymnastics facility in Kingston. CYC also engaged the services of commercial real estate agents to undertake independent investigations to find a property within the municipality that meets the physical and fiscal requirements of the Club.

These options included:

- Looking for an alternative industrial site for lower rent

*No alternative venue was found.*

- An existing industrial warehouse that could be purchased by Council and fitted out for gymnastics, with a floor space of 2,000 – 3,000 m<sup>2</sup>, internal height clearance of 10m and sufficient car parking

*Nine sites were identified as meeting most or all criteria, though none were considered viable in the short to medium term. Costs ranged between \$7M and \$14M.*

- Purchase of land or use of existing Council open space for the development of a purpose-built facility

*Estimated land values for non-Council owned sites varied between \$10M and \$14M. It is expected that construction costs and fit out would be in the vicinity of \$10m+. While some Council owned land meets the criteria, utilising this land would impact either open space or other current and planned services. Build cost estimated between \$20-\$24M.*

### **3.3 CYC Outcome of planning permit amendment**

On 10 December 2024, CYC applied to amend permit 572 – change of use, to include the following:

- Increase the permitted capacity from 110 to 185 people.
- Adjust the operating hours to begin at 7.30am Monday to Friday.
- Expand permitted area into the vacant storage area at the site (400m<sup>2</sup>)
- Raise the roof of the storage area to 12 metres.

A barrier to delivering their trampolining program was the existing ceiling height, which does not meet the standards required for elite trampolining as mandated by the International Gymnastics Federation, which states the facility must have a ceiling height of at least 10 metres.

Recently, an option to expand into a 400m<sup>2</sup> vacant part of the factory became available. CYC advised their due diligence confirmed that the roof of this space can be raised to 12 metres, thus resolving the ceiling height issue.

Increasing occupancy by 75 people, along with additional floor space, allows CYC to improve revenue to assist in offsetting the rent increase. This expansion also helps alleviate the current waitlist for their programs and allows them to maintain a pathway for trampolining on the one site. It is noted that once CYC reach the additional 75 participants they cannot continue to grow their numbers in line with the planning permit occupancy restrictions.

Following the closure of the statutory advertising period, where no objections were received, the Planning Department support an amended planning permit to be issued subject to conditions.



### **3.4 CYC outcome of rental negotiations**

CYC's existing lease agreement provides the option to extend for two additional five-year periods, securing the Braeside venue until 2036. Rent negotiations are now resolved with CYC to enter the first five-year option at a rental of \$130 per square metre, effective from 1 July 2025.

	Current	New	Change
Rate	\$92	\$130	\$38 (41%)
m <sup>2</sup>	2107m <sup>2</sup>	2507m <sup>2</sup>	400m <sup>2</sup> (19%)
Total Rent	\$193,844	\$325,910	\$132,066 (68%)

The expansion of 400m<sup>2</sup> footprint and renovation to the roof height ensures CYC can remain at its existing premises and offer the elite pathway. However, it does come at an additional cost.

A further rental review will be undertaken before exercising the second five-year term.

### **3.5 Implications of rental increase**

CYC have reported good financial health during 23/24 financial year, with a profit of \$223,725 and just over \$1 million in cash reserves. Their gross profit has changed from one year to the next and averages approx. \$100k with some years making a loss. CYC advise the reserve, originally established to fund a future partnership with Council should a purpose-built facility be constructed, will be drawn upon to fund the building amendments required to facilitate the trampolining pathway and increased floor space at the Braeside location.

CYC advise the reserves will also be utilised to replace and upgrade gymnastics equipment at end of functional life, deferred while negotiations were underway (note CYC were successful in recently receiving a \$100k Play Our Way Federal grant for equipment.) CYC also advise that the fit out of the new trampoline area, building works to improve the safety and functionality of the spectator's area, and upgrading the existing toilets to create all gender changerooms will further reduce the reserve to approximately \$200,000.

While the increased occupancy of 75 people during peak times is forecast to generate an additional \$80,000 per annum, this does not offset the rental increase and oncosts associated with additional coaching hours and administrative support required to manage the increase in participants.

The draft budget scheduled for endorsement by the CYC board in April 2025, demonstrates the financial implications of both the rent review and essential capital investment to continue delivering a proven, highly successful recreational gymnastics pathway while concurrently supporting elite trampolining athletes within Kingston. This indicates that CYC will likely generate a modest profit of approximately \$12,500 in year one subject to construction timelines and lead times of new equipment.

CYC have expressed that the projected income is aspirational and assumes that membership prospects (existing wait list) convert to registered members and that a major sponsor is secured. Stringent financial management of the rising operational cost will continue to be enacted.

Strategically, CYC is exploring additional revenue streams such as specialised training camps and additional holiday programs and are exploring corporate sponsorship and partnerships that align with the Clubs mission - *Creating a healthy,*

*fun and safe environment that empowers participants to challenge their mind and body under the guidance of a dedicated and passionate team.*

### **3.6 Request for financial assistance**

Following the 26 February Ordinary Meeting of Council, CYC submitted a formal request to Councillors seeking financial assistance of \$50,000 per annum for a period of five years while the organisation stabilises its financial position (Attachment 1). This funding will directly support:

- Contributing to the increased rent costs to ensure the club remains in its current location.
- Investing in essential facility maintenance and equipment upgrades to provide a safe and high-quality training environment.
- Strengthening financial stability to reduce risk and secure the club's long-term sustainability.

### **3.7 Equity between clubs**

Two of the four gymnastic providers operate under a not-for-profit model both providers offer community-based programs, with CYC also delivering the elite pathway.

Mordialloc Gymnastics (MCC) operates from a Council owned facility, are charged a community rent and are supported by Council through an annual Community Partnership Grant to offset operational expenses (partnership grants are competitive and subject to robust criteria). MCC also shares building maintenance responsibilities with Council as specified in their lease agreement.

In contrast, CYC operates within a commercial property environment without the benefit of Council financial support or maintenance support.

Precedence for Council funding assistance include Edithvale Golf Club and Kingston Calisthenics who both receive, or have received, assistance from Council to deliver highly valued community services.

## **4. Options**

CYC offer a high-quality service to our community with the highest membership numbers that significantly exceed sports such as AFL or soccer within the municipality, both of which receive subsidies from Council. If CYC was unable to operate its service, the community would be impacted by the loss of an organisation providing services for over 1,200 members that facilitate early childhood development, confidence building, physical literacy, and overall health and wellbeing.

#### **Option 1 – Do not provide direct financial support to CYC.**

Due to their demonstrated history of strong financial performance. The risk of not supporting the club through a funding agreement is that the return on capital investment may take longer than anticipated. Additionally, if the club is unable to secure a major sponsor, and membership growth assumptions are incorrect, they could face insolvency.

#### **Option 2 – Develop a Funding Agreement between Council and CYC, consisting of an annual contribution of \$50,000pa for a two-year term.**

Commencing 1 July 2025 with amount increasing each year by CPI. At the end of this two-year term, CYC could apply for operational support funding through Council's competitive Kingston Grants Program Operational and Partnerships funding stream

(triennial funding) which will open again in 2027. CYC would be assessed against other organisations seeking financial assistance from Council.

The funding agreement will be administered by Active Kingston and will include annual financial and participation reporting requirements. This approach is designed to provide immediate financial support to CYC while the planned capital works are undertaken, and the assumptions made in CYC's budget and strategic plan are tested.

CYC will be required to provide evidence of the following on an annual basis:

- Through Council's referral process, provide free places annually to families experiencing disadvantage.
- Attend community events/school programs nominated by Council to promote gymnastics in Kingston.
- Partner with Council to run all abilities programs.
- Work with Mordialloc Community Centre to create a pathway for participants wishing to pursue gymnastics to ensure consistency between levels at both centres.
- Provide Council with a copy of CYC annual report, including Profit and Loss and Balance Sheet.
- Provide Council with a copy of registered members by suburb and gender annually for utilisation through Councils participation mapping system.
- Council branding to be displayed in the centre as a partner.

If CYC is not eligible under the reviewed grants process, or is unsuccessful, Council considers further options to provide funding support at that time.

**Option 3** - Develop a Funding Agreement between Council and CYC, consisting of an annual contribution of \$50,000pa over an initial five-year term with amount increasing each year by CPI.

The funding will assist CYC to manage the increasing operational costs associated with delivery of community based recreational gymnastics programs. (Funding agreement requirements as per option 2 to also be included in option 3).

## **5. Consultation**

### **5.1 Internal Consultation:**

Officers from Active Kingston, Property Services, City Economy and Innovation, and City Development teams have been engaged.

### **5.2 Community Consultation:**

Meetings between previous and current Councillors have been undertaken with CYC, including site visits to their Braeside facility by the Active Kingston Team, Councillors and local MP Tim Richardson and Federal MP Mark Dreyfus.

Officers have completed stakeholder engagement sessions and visits to all local facilities including Cheltenham Youth Club, Edge Gymnastics, AspiStars, and Mordialloc Community Centre. Officers have also visited Knox Gymnastics Centre, Waverley Gymnastics Centre, Brighton Recreation Centre and Highett Gymnastics Club and met twice with representatives from Gymnastics Victoria.

Officers from the City Development and Active Kingston Teams met with Cheltenham Youth Club prior to the submission of its application to amend the current planning permit – these matters relate to parking and usage times at their facility.

## **Compliance Checklist**

### **5.3 Council Plan Alignment**

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

Strategy: Support our community's physical wellbeing

### **5.4 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.

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

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

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



### **5.5 Financial Considerations**

The proposed option 2 is for \$50,000 excluding GST (plus annual CPI increment) be allocated in 25/26 and 26/27 operational budgets.

### **5.6 Risk considerations**

Potential risk associated with not assisting the Club financially in the short term include a financial deficit leading to reduction of programs and services impacting community access to programs that support early childhood development, confidence building, physical literacy, and overall health and wellbeing.

## **Appendices**

Appendix 1 - Cheltenham Youth Club - Letter to Councillors (Ref 25/94581)  

Author/s:	Sara Townsend, Team Leader Strategic Projects
Reviewed and Approved By:	Bridget Draper, Manager Active Kingston Samantha Krull, General Manager Infrastructure and Open Space

## **9.2**

### **RESPONSE TO RESOLUTION - NOTICE OF MOTION 13/2024 - CHELTENHAM YOUTH CLUB GYMNASTICS PATHWAY**

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**CYC GYMSPORTS**  
HOME OF CHELTENHAM YOUTH CLUB

### **A Brief History of Cheltenham Youth Club (CYC)**

Cheltenham Youth Club (CYC) was founded by Barbara Cunningham following her participation in the 1956 Melbourne Olympics as a gymnast representing Australia. With a deep passion for the sport and a commitment to youth development, Barbara established CYC as a place where young people could engage in physical activity, build confidence, and foster a strong sense of community.

#### **Early Years and Growth**

Initially operating from a local hall in Cheltenham, CYC began as a small community initiative, offering various sports and recreational activities for young people. Over time, the club evolved into a specialist gymnastics and trampolining centre, gaining recognition for its dedication to athlete development.

CYC quickly became a key part of Victoria's gymnastics community, serving as the original home of the state's elite gymsports program before Gymnastics Victoria relocated its High Performance Centre to Prahran. The club's emphasis on skill development, structured coaching, and competitive pathways helped shape many athletes who went on to compete at state, national, and international levels.

#### **Community Engagement in the City of Kingston**

CYC is more than just a gymnastics club, it is a vital part of the City of Kingston's sporting and recreational landscape. The club is committed to making gymnastics and trampolining accessible to children and families across the community, providing programs that cater to a diverse range of participants.

A strong focus of CYC is its Junior Gym and Recreational Programs, which introduce children to the joy of movement in a fun, safe, and inclusive environment. These programs allow young athletes to develop fundamental motor skills, coordination, and confidence, while fostering a love for physical activity. Whether a child is looking to progress through the competitive pathway or simply enjoy recreational gymnastics, CYC provides structured learning opportunities to suit all abilities.

CYC also works closely with local schools, community groups, and council initiatives to promote active lifestyles and encourage young people to participate in sport. Through partnerships and outreach programs, the club continues to support the health and well-being of children in Kingston, reinforcing its role as a trusted community hub.

### **Commitment to Safety, Inclusion, and Personal Development**

Beyond competition, CYC has always prioritised safety, inclusivity, and personal growth. The club fosters a supportive and welcoming environment, where athletes of all backgrounds and abilities can thrive. With a strong focus on child safety and wellbeing, CYC ensures that all staff and coaches adhere to best practices in safeguarding young people.

### **A Thriving Future**

Today, CYC continues to operate as a not for profit organisation, offering a wide range of programs that cater to recreational and competitive athletes alike. With a dedicated team of coaches and volunteers, the club remains committed to providing a fun, safe, and empowering environment where young people can challenge themselves, grow in confidence, and develop lifelong skills.

Currently, CYC proudly serves over 1,100 participants from more than 850 families, with over 95% of members being female. This strong community engagement highlights the club's ongoing impact in providing accessible and inclusive opportunities for young athletes to pursue their passion for gymnastics and trampolining.

Barbara Cunningham's legacy lives on through CYC's ongoing commitment to youth development and community engagement, ensuring that future generations have the opportunity to learn, compete, and excel in a supportive and inspiring setting.

### **Ensuring the Future of Cheltenham Youth Club (CYC) – A Call for Support**

Cheltenham Youth Club (CYC) has proudly served the City of Kingston for decades, overcoming numerous challenges to remain a pillar of the community in gymnastics and trampolining. Through strong leadership, strategic decision-making, and the unwavering dedication of volunteers, committee members, and supporters, the club has successfully navigated difficult financial periods.

Thanks to donations, prudent financial management, and countless hours of volunteer work, CYC has been able to trade into a positive position, reinforcing its role as a leading provider of gymnastics and trampolining programs in Kingston. However, significant financial pressures are on the horizon, posing a serious challenge to the club's sustainability.

### **Financial Challenges: The Rising Cost of Operations**

While CYC has remained resilient, the upcoming commercial rent increase in July 2025 presents a substantial hurdle. The increase, combined with the need for urgent infrastructure and equipment upgrades, places the club at high financial risk. Without additional support, these rising costs may jeopardise the club's ability to continue providing high-quality programs to children and families in Kingston.

To address these concerns, CYC is seeking financial assistance from the City of Kingston to help bridge the gap created by the rising operational costs. Specifically, the club is requesting a \$50,000 annual investment for the next five years, which will directly support:

- Contributing to the increased rent costs to ensure the club remains in its current location.
- Investing in essential facility maintenance and equipment upgrades to provide a safe and high-quality training environment.
- Strengthening financial stability to reduce risk and secure the club's long-term sustainability.

### **A Worthwhile Investment for the City of Kingston**

The proposed \$50,000 annual support package is not just a financial aid request—it is an investment in the local community, ensuring that hundreds of children and families continue to benefit from safe, inclusive, and high-quality gymnastics and trampolining programs.

CYC has a longstanding history of community involvement, youth development, and promoting active lifestyles, playing a vital role in shaping the well-being of young people in Kingston. To ensure the club remains affordable for families, especially in these challenging economic times, financial support would allow CYC to:

- ✓ Sustain and expand junior programs that introduce young children to movement and fitness.
- ✓ Provide accessible pathways for children of all abilities to participate in recreational and competitive gymnastics.
- ✓ Continue hosting school outreach programs, allowing local students to experience the benefits of gymnastics and physical activity.
- ✓ Offer a safe and structured environment that promotes physical health, social development, and mental well-being for Kingston's youth.

This support would not only help maintain affordability for families but also ensure that CYC continues to be a leading hub for youth engagement and community connection for years to come.

### **Financial Overview: Growth, Opportunities, and Rising Costs**

#### **Income Growth and Strategic Planning**

With an increase in permitted participant numbers from 110 to 185 during peak hours, CYC is strategically planning for growth and long-term sustainability. This increase provides an exciting opportunity to expand our services and offer more spots for young athletes. To take full advantage of this growth, we have implemented internal and external marketing initiatives aimed at increasing engagement and attracting new members, as well as retaining current participants.

As a result, we are forecasting an additional \$80,000 in income, which represents an approx.5% increase over previous earnings. While this increase is positive, it carries associated risks, such as the need for continuous participant retention, competition from other programs, and unforeseen challenges as we scale up operations. Furthermore, the full potential of this increase will depend on factors such as market conditions, economic trends, and the effectiveness of our marketing efforts.



### Rising Expenses and Operational Costs

While income is projected to grow, expenses are also on the rise, as we expand our offerings and invest in improving facilities. Key areas of rising expenses include:

- **Wages and staffing** – Additional coaching hours and administrative support will be needed to manage the increase in participants. This includes hiring new staff members, along with increased wages for current staff to handle the expanded demand.
- **Marketing investments** – As part of our strategy to attract new members, a higher budget for marketing is required to reach potential clients both online and within the local community. This investment is vital to sustain growth and drive new enrolments.
- **Operational costs** – Increased facility usage results in higher operational costs, including utilities, maintenance, and general upkeep of the space. Additionally, there is a need for more administrative resources to manage the growing volume of athletes and parents.
- **Equipment upgrades and repairs** – As the club continues to grow, some gymnastics and trampolining equipment needs to be replaced or upgraded to ensure safety and provide the best possible training experience. This includes both routine repairs and essential investments in new equipment.

However, the most significant challenge is the **72% rent increase**, which is a major financial hurdle. The rental costs will rise from **\$193,873 to \$333,496** annually, a significant increase that will impact the club's overall financial health. The new rent of \$130 per sqm is still slightly below the current market rate, but the magnitude of the rise will still have a considerable impact on the club's bottom line.

### The Financial Impact and Risk Mitigation Strategies

The combined effect of rising operational expenses and the substantial rent increase puts the club at financial risk. Although we are working diligently to generate additional income through marketing and increased capacity, the sharp rise in rent presents a substantial challenge that could undermine the club's stability.

To manage these risks, we have identified several strategic initiatives:

1. **Diversifying Revenue Streams** – Exploring additional income sources such as specialised training camps, additional holiday programs, and partnering more with local schools to provide gymnastics-related services.
2. **Fundraising and Donations** – Leveraging the support of local businesses, parents, and the community through fundraising events and targeted donation campaigns. This includes exploring corporate sponsorships and partnerships that align with the club's mission.
3. **Seeking External Support** – Requesting financial assistance from the City of Kingston in the form of a \$50,000 annual investment for the next five years. This would help offset the rent increase, allowing the club to continue offering its programs while stabilising its financial outlook.

Without external support, the club faces the possibility of operating at a loss and potentially scaling back programs, which would limit the community's access to essential youth development opportunities and pose a threat to the club's viability.

### **Conclusion and Financial Summary – Cheltenham Youth Club**

Cheltenham Youth Club (CYC) has maintained a strong financial position in recent years, thanks to prudent financial management and a well below market rent. This has allowed the club to build reserves, which were originally intended for a future partnership with the council to support facility development and expansion.

However, with the significant increase in rental costs, alongside the urgent need for facility maintenance, equipment upgrades, and essential renovations including updates to the change rooms and parent viewing area. CYC must now draw heavily from these reserves to fund these necessary improvements.

While these investments are crucial for safety, functionality, and future growth, they will substantially deplete our financial buffer, placing the club in a higher-risk position. As a result, our reserves are expected to drop below six months' worth of operating costs, a threshold that is considered financially conservative for long-term sustainability.

Additionally, the combination of increased participant numbers, rising operational costs, and a dramatic rent increase presents ongoing financial challenges. Despite this, CYC remains committed to long-term financial stability and will continue to focus on strategic planning, membership growth, and program expansion to rebuild financial strength over time.

To ensure the club's long-term viability, external support particularly from the City of Kingston will be critical in helping CYC navigate this transition while keeping programs affordable and accessible for local families.

We look forward to collaborating with the City of Kingston and our community partners to secure CYC's future as a thriving hub for youth sports and development, ensuring young athletes continue to benefit from our programs for years to come.

Overall Budget Budget Summary Cheltenham Youth Club Inc July 2025 to June 2026														Total
Account	Bud Jul-25	Bud Aug-25	Bud Sep-25	Bud Oct-25	Bud Nov-25	Bud Dec-25	Bud Jan-26	Bud Feb-26	Bud Mar-26	Bud Apr-26	Bud May-26	Bud Jun-26	Total	
<b>Income</b>														
Adult Class	\$352.50	\$352.50	\$352.50	\$352.50	\$352.50	\$352.50	\$352.50	\$352.50	\$352.50	\$352.50	\$352.50	\$352.50	\$4,230.00	
Birthday Parties	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$18,000.00	
Canteen Income													\$0.00	
Club Registration	\$ 7,226.22	\$ 7,226.22	\$ 7,226.22	\$ -	\$ -	\$ -	\$ 13,451.21	\$ 13,451.21	\$ 13,451.21	\$ 13,451.21	\$ 13,451.21	\$ 13,451.21	\$102,385.93	
Competition Income	\$3,600.00	\$3,600.00	\$3,600.00	\$3,600.00	\$0.00	\$0.00	\$0.00	\$3,600.00	\$3,600.00	\$3,600.00	\$3,600.00	\$3,600.00	\$32,400.00	
Donations Received	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Equipment Sale	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Fund Raising Income	\$1,970.91	\$5,786.49	\$80.73	\$3,566.30	\$17,660.58	\$47.30	\$27.27	\$204.55	\$200.00	\$1,000.00	\$200.00	\$200.00	\$30,944.13	
Holiday Program	\$19,751.38	\$0.00	\$10,029.22	\$16,196.46	\$327.28	\$2,813.70	\$23,147.94	\$0.00	\$0.00	\$9,582.00	\$0.00	\$0.00	\$81,847.98	
Interest Received	\$300.00	\$5,000.00	\$300.00	\$300.00	\$5,000.00	\$300.00	\$300.00	\$5,000.00	\$300.00	\$300.00	\$5,000.00	\$300.00	\$22,400.00	
Maintenance and Equipment Levy													\$0.00	
Merchandise Sales	\$5,950.55	\$2,108.10	\$848.60	\$728.21	\$2,622.31	\$1,761.37	\$679.10	\$9,965.53	\$10,527.00	\$1,251.00	\$4,245.00	\$420.00	\$41,106.77	
Private Classes	\$756.00	\$756.00	\$756.00	\$756.00	\$756.00	\$756.00	\$756.00	\$756.00	\$756.00	\$756.00	\$756.00	\$756.00	\$9,072.00	
Rent Received	\$909.00	\$909.00	\$909.00	\$909.00	\$909.00	\$909.00	\$909.00	\$909.00	\$909.00	\$909.00	\$909.00	\$909.00	\$10,908.00	
Schools / Clinic Income	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	\$600.00	\$600.00	\$600.00	\$600.00	\$5,800.00	
Sponsorship Income	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$12,000.00	
Training Fees (extra)	\$4,090.00	\$4,090.00	\$4,090.00	\$4,090.00	\$4,090.00	\$0.00	\$0.00	\$10,865.00	\$10,865.00	\$10,865.00	\$10,865.00	\$10,865.00	\$70,685.00	
Training Fees	\$ 98,087.00	\$ 144,664.71	\$ 121,375.86	\$ 144,664.71	\$ 144,664.71	\$ 121,375.86	\$77,042.09	\$149,004.66	\$149,004.66	\$125,017.13	\$149,004.66	\$149,004.66	\$1,572,910.71	
Uniforms	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Vending Machine Income	\$0.00	\$159.72	\$5.45	\$6.82	\$907.25	\$4.64	\$0.00	\$187.48	\$0.00	\$0.00	\$0.00	\$0.00	\$1,271.36	
<b>Total Income</b>	<b>\$145,893.56</b>	<b>\$177,552.74</b>	<b>\$152,473.58</b>	<b>\$178,070.00</b>	<b>\$180,189.63</b>	<b>\$131,220.37</b>	<b>\$119,565.11</b>	<b>\$197,395.93</b>	<b>\$193,065.37</b>	<b>\$170,183.85</b>	<b>\$191,483.37</b>	<b>\$182,958.37</b>	<b>\$2,020,051.88</b>	
<b>Less Cost of Sales</b>														
Merchandising Expense	\$5,341.34	\$3,026.46	\$9.00	\$5,155.82	\$7,302.05	\$2,554.20	\$2,732.00	\$5,941.39	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$40,062.26	
Club Uniform	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Total Cost of Sales</b>	<b>\$5,341.34</b>	<b>\$3,026.46</b>	<b>\$9.00</b>	<b>\$5,155.82</b>	<b>\$7,302.05</b>	<b>\$2,554.20</b>	<b>\$2,732.00</b>	<b>\$5,941.39</b>	<b>\$2,000.00</b>	<b>\$2,000.00</b>	<b>\$2,000.00</b>	<b>\$2,000.00</b>	<b>\$40,062.26</b>	
<b>Gross Profit</b>	<b>\$140,552.22</b>	<b>\$174,526.28</b>	<b>\$152,464.58</b>	<b>\$172,914.18</b>	<b>\$172,887.58</b>	<b>\$128,666.17</b>	<b>\$116,833.11</b>	<b>\$191,454.54</b>	<b>\$191,065.37</b>	<b>\$168,183.85</b>	<b>\$189,483.37</b>	<b>\$180,958.37</b>	<b>\$1,979,989.62</b>	
<b>Less Operating Expenses</b>														
Accounting Fees	\$600.00	\$600.00	\$600.00	\$600.00	\$600.00	\$600.00	\$600.00	\$600.00	\$600.00	\$600.00	\$600.00	\$600.00	\$7,200.00	
Awards expenses (Trophy, etc.)	\$0.00	\$0.00	\$0.00	\$2,109.72	\$951.62	\$0.00	\$0.00	\$1,037.39	\$0.00	\$0.00	\$0.00	\$0.00	\$3,998.73	
Bank Charges	\$3,162.36	\$3,522.89	\$3,313.11	\$3,439.94	\$3,245.60	\$2,741.84	\$2,808.83	\$2,928.87	\$3,162.36	\$3,162.36	\$3,162.36	\$3,162.36	\$37,812.88	
Canteen/Vending Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Cleaning	\$2,048.96	\$1,606.32	\$1,606.32	\$2,048.96	\$1,606.32	\$1,606.32	\$2,048.96	\$1,606.32	\$2,048.96	\$1,606.32	\$1,606.32	\$1,606.32	\$21,046.40	
Club Rego GV & Subscriptions	\$3,442.15	\$3,442.15	\$3,442.15	\$0.00	\$5,344.13	\$676.20	\$7,749.83	\$7,749.83	\$7,749.83	\$7,749.83	\$7,749.83	\$7,749.83	\$62,845.75	
Competition Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Judges Expenses	\$500.00	\$0.00	\$50.88	\$275.00	\$1,400.00	\$2,037.05	\$2,563.86	\$0.00	\$500.00	\$500.00	\$500.00	\$500.00	\$3,860.79	
Computer Expenses	\$539.40	\$539.40	\$539.40	\$539.40	\$539.40	\$539.40	\$539.40	\$539.40	\$539.40	\$539.40	\$539.40	\$539.40	\$6,472.80	
Electricity	\$1,760.00	\$1,760.00	\$1,760.00	\$1,760.00	\$1,760.00	\$1,760.00	\$1,760.00	\$1,760.00	\$1,760.00	\$1,760.00	\$1,760.00	\$1,760.00	\$21,120.00	
Employee & Judges Registration	\$530.00	\$530.00	\$530.00	\$530.00	\$530.00	\$530.00	\$530.00	\$530.00	\$530.00	\$530.00	\$530.00	\$530.00	\$6,480.00	
Employee Courses and Training	\$1,520.83	\$1,520.83	\$1,520.83	\$1,520.83	\$1,520.83	\$1,520.83	\$1,520.83	\$1,520.83	\$1,520.83	\$1,520.83	\$1,520.83	\$1,520.83	\$18,250.00	
Employee Work Related Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Employee Medical Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Equipment Purchases	\$0.00	\$1,135.40	\$215.15	\$0.00	\$0.00	\$0.00	\$0.00	\$15.45	\$100.00	\$100.00	\$100.00	\$100.00	\$1,766.00	
First Aid Supplies	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$1,200.00	
Flowers and Gifts	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$1,800.00	
Foam Pit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Fund Raising Expense	\$2,066.81	\$1,141.84	\$0.00	\$78.78	\$7,905.48	\$361.36	\$0.00	\$55.55	\$257.81	\$35.36	\$0.00	\$0.00	\$11,902.99	
Gas	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
General Maintenance and Repair	\$1,330.00	\$1,170.00	\$2,070.00	\$1,330.00	\$1,170.00	\$2,070.00	\$1,330.00	\$1,170.00	\$2,070.00	\$1,330.00	\$1,170.00	\$2,070.00	\$18,280.00	
Gross Wages	\$92,708.32	\$95,478.08	\$80,028.62	\$103,607.25	\$95,478.08	\$96,982.72	\$72,714.89	\$90,545.00	\$90,545.00	\$102,029.84	\$90,545.00	\$90,545.00	\$1,081,187.61	
Holiday Program Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
HR Consultancy	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$1,200.00	
Insurance/Claims	\$342.08	\$342.08	\$386.55	\$386.55	\$386.55	\$386.55	\$386.55	\$386.55	\$386.55	\$386.55	\$386.55	\$386.55	\$4,549.66	
Legal & Professional Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Marketing	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$3,000.00	
Postage	\$0.00	\$19.77	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$18.18	\$0.00	\$0.00	\$30.00	\$0.00	\$67.95	
Printing & Stationery	\$269.00	\$319.00	\$339.00	\$319.00	\$339.00	\$319.00	\$339.00	\$319.00	\$341.00	\$319.00	\$339.00	\$319.00	\$3,880.00	
Rates	\$418.47	\$418.47	\$418.47	\$418.47	\$418.47	\$418.47	\$418.47	\$418.47	\$418.47	\$418.47	\$418.47	\$418.47	\$5,021.68	
Recruitment fees	\$0.00	\$0.00	\$0.00	\$0.00	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$600.00	
Rent Expense	\$ 27,791.39	\$27,791.39	\$27,791.39	\$27,791.39	\$27,791.39	\$27,791.39	\$27,791.39	\$27,791.39	\$27,791.39	\$27,791.39	\$27,791.39	\$27,791.39	\$333,496.68	
Rubbish removal	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$1,800.00	
Staff amenities	\$357.83	\$183.02	\$48.14	\$48.14	\$275.45	\$549.19	\$0.00	\$48.14	\$122.29	\$357.83	\$357.83	\$357.83	\$2,705.69	
Subscriptions	\$656.58	\$656.58	\$656.58	\$656.58	\$656.58	\$656.58	\$656.58	\$821.58	\$656.58	\$656.58	\$656.58	\$656.58	\$8,043.96	
General Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Superannuation	\$11,125.00	\$10,257.37	\$9,603.43	\$12,432.87	\$10,257.37	\$11,635.53	\$8,725.79	\$10,865.40	\$12,243.56	\$10,865.40	\$10,865.40	\$10,865.40	\$129,742.51	
Telephone	\$160.00	\$160.00	\$160.00	\$160.00	\$160.00	\$490.00	\$160.00	\$160.00	\$160.00	\$160.00	\$160.00	\$160.00	\$2,250.00	
Training Expense	\$0.00	\$453.64	\$126.69	\$0.00	\$453.64	\$126.69	\$0.00	\$453.64	\$126.69	\$453.64	\$0.00	\$580.33	\$2,774.96	
Travel	\$395.89	\$252.32	\$795.26	\$4,013.19	\$945.68	\$0.00	\$0.00	\$0.00	\$0.00	\$659.00	\$100.00	\$100.00	\$7,261.34	
Uniform staff	\$0.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00	
Water	\$320.00	\$320.00	\$320.00	\$320.00	\$320.00	\$320.00	\$320.00	\$320.00	\$320.00	\$320.00	\$320.00	\$320.00	\$3,840.00	
WorkCover	\$2,110.52	\$2,110.52	\$2,110.52	\$2,110.52	\$2,110.52	\$2,110.52	\$2,110.52	\$2,110.52	\$2,110.52	\$2,110.52	\$2,110.52	\$2,110.52	\$25,326.30	
<b>Total Operating Expenses</b>	<b>\$154,905.60</b>	<b>\$146,481.13</b>	<b>\$139,182.51</b>	<b>\$167,496.60</b>	<b>\$157,416.12</b>	<b>\$157,209.65</b>	<b>\$136,344.90</b>	<b>\$155,041.52</b>	<b>\$155,010.45</b>	<b>\$166,552.93</b>	<b>\$154,089.49</b>	<b>\$155,519.82</b>	<b>\$1,847,250.73</b>	
<b>Less Overheads</b>														
Provision - Annual Leave	\$6,472.96	\$5,178.37	\$5,178.37	\$6,472.96	\$5,178.37	\$-3,624.86	\$-8,285.39	\$5,178.3						

## **10. Customer and Corporate Support Reports**

**Agenda Item No: 10.1**

## **KINGSTON PERFORMANCE REPORT 2024-25 - QUARTER TWO (OCTOBER TO DECEMBER 2024)**

**Contact Officer: Karen Billing, Acting Corporate Planning & Reporting Business Partner**

### **Purpose of Report**

To provide Council with an update of the performance of Council against Our Roadmap Council Plan 2021–25 ('the Council Plan 2021–25') by presenting the Year Four Annual Action Plan 2024-25 actions and Council Plan 2021-25 Strategic Indicators for Quarter Two (October to December 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 Four Annual Action Plan 2024-25 actions and Council Plan 2021-25 Strategic Indicators for Quarter Two (October to December 2024).

## **1. Executive Summary**

The purpose of this report is to highlight Council's performance and achievements in Quarter Two (October to December 2024) in relation to the implementation of the Council Plan 2021–25.

Of the 119 Year Four Annual Action Plan actions:

- 12% (15 actions) are 100% completed.
- 86% (102 actions) are in progress, for completion by year end, and
- 2% (2 actions) have not yet commenced.

In relation to confidence levels for the 119 actions to be completed by year end:

- 2.5% (3 actions) of the 119 actions show low confidence levels that they will be completed by year end; these three actions are in progress but have experienced delays.

Appendix One details the progress of the Year Four Annual Action Plan.

The Kingston Performance Report for Quarter Two includes actions and strategic indicators. The achievements are clear, and the report provides a strong line of sight in celebrating the work of Council to community with consideration made to visual representation of performance.

## **2. Background**

The Council Plan 2021–25 Year Four 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**



A total of 15 Council Plan actions (12%) were 100% complete at the end of quarter two. A further 102 actions (86%), are in progress and two actions (2%) have not yet commenced.

### **Key Achievements**

During Quarter Two, 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"> <li>Solar powered lighting was installed at Glyn Court/Chelsea Street Reserve to improve pedestrian safety and visibility.</li> <li>Construction of the new contemporary Dingley Village early years education and care facility was completed.</li> </ul>

**City of Kingston  
Ordinary Council Meeting**

**Agenda**

**28 April 2025**

<b>Strategic Direction</b>	<b>Key Achievements</b>
	<ul style="list-style-type: none"> <li>Building renewal and preservation works completed at Lewis House, Mordialloc Courthouse, Chelsea Yacht Club and Mordialloc Sailing Club.</li> </ul>
<b>Sustainable</b>	<ul style="list-style-type: none"> <li>5,500 community members participated in Biketober, Aussie Bird Count, Zero Waste workshops, and Heat Preparedness education.</li> <li>Upgraded 16 community facilities with energy efficient LED lighting and electric alternatives, reducing Council's carbon emissions.</li> </ul>
<b>Prosperous</b>	<ul style="list-style-type: none"> <li>Finalised the design of the Edithvale Shopping Centre upgrade.</li> <li>Kingston Hackathon, Sustainable Business Awards, and the Mentor Partners program were delivered as part of the Kingston Economic Development Strategy.</li> </ul>
<b>Healthy &amp; Inclusive</b>	<ul style="list-style-type: none"> <li>Construction of the new Mordi Aquatic Centre commenced.</li> <li>Fair Access Policy was adopted by Council, which prioritises female sports participation and fair access to facilities and sportsgrounds.</li> </ul>
<b>Safe</b>	<ul style="list-style-type: none"> <li>Safety programs were completed across 10 schools to support road safety among children and young people.</li> <li>Developed a draft framework to support the Contaminated Land Strategy.</li> </ul>
<b>Well-Governed</b>	<ul style="list-style-type: none"> <li>41 Grants were approved totalling \$108,612, as part of Kingston's revised Grants Program.</li> <li>Upgrade of the customer request management system, enhancing the quality of customer service interactions.</li> <li>Delivered Council's first intranet for elected members.</li> </ul>

**2024–25 Confidence Levels**

A total of three actions have been flagged as having low confidence levels that they will be completed by year end. The action and rationale for confidence levels are outlined in the table below:

<b>Action</b>	<b>Department Comment</b>
<p>27. Implement the 2024–25 priority actions of the Urban Forest Strategy (2023–30) to increase tree canopy coverage, tree protection and compliance.</p> <p><i>Status: In progress.</i></p>	<p>Implementation of the priority actions in the Urban Forest Strategy has been slightly delayed due to recent storm events which diverted staff focus to responding to the severe effects of the storms rather than the strategic and planning actions of the Strategy.</p>
<p>34. Develop a Circular Waste Strategy and commence the first-year actions to provide a contemporary waste service that maximises opportunities to recycle and divert waste from landfill.</p> <p><i>Status: In progress.</i></p>	<p>This is likely to be delayed until Foreshore Waste Services have been resolved. Community Consultation is ready to go, however this has not had engagement from the new Council cohort which needs to occur.</p>
<p>94. Develop and implement a transition plan for the changes in building legislation to adapt to the new regulatory environment and to ensure a smooth and effective transfer of some responsibilities</p>	<p>The Victorian building legislation changes are still pending. The City of Kingston is continuing to prepare for the changes based on regulatory updates.</p>

Action	Department Comment
from private building surveyors to Council.  <i>Status: In progress</i>	

### 3.2 Performance Summary - Council Plan Strategic Indicators



As per the requirements of the *Local Government Act 2020*, Council is required to develop a suite of 4-year Strategic Indicators for monitoring the achievement of the Strategic Objectives outlined in the Council Plan. For 2024-25, the City of Kingston is utilising 67 Strategic Indicators to monitor progress of the Council Plan:

<span style="color: green;">●</span>	29 indicators (43%) represent high confidence levels, tracking at 100% or beyond target.
<span style="color: orange;">●</span>	1 indicator (2%) represents high confidence but is slightly outside the target.
<span style="color: red;">●</span>	4 indicators (6%) represent lower confidence due to not meeting the target at present.
<span style="color: grey;">●</span>	10 indicators (15%) are trend indicators and, therefore, do not have a quarterly target.
<span style="color: darkblue;">●</span>	23 indicators (34%) are annual indicators; results will be available in the Quarter Four report.

The four off track indicators are shown below:

Council Plan Strategic Indicator	Target	Actual	Comment
Si 15. Number of planning applications that have had an Environmentally Sustainable Design Assessment	20	12	A total of 12 Environmentally Sustainable Design Assessments were undertaken for planning applications between July and December 2024. Council received 50% fewer larger planning applications that fit the criteria for an assessment compared to the previous year and this has affected the quarter two result.



**City of Kingston  
Ordinary Council Meeting**

**Agenda**

**28 April 2025**

<b>Council Plan Strategic Indicator</b>	<b>Target</b>	<b>Actual</b>	<b>Comment</b>
Si 41. Hours of domestic, personal, respite and social support care delivered to people who are older and/or have a disability	72,726	57,418	Sector-wide shortages of support workers and a lack of referrals for personal care, respite and individual social support has resulted in this indicator being below target. Most referrals were for domestic care as older people are moving straight onto a Home Care Package and by-passing the Commonwealth Home Support Program.
Si 57. Percentage of animals reclaimed	60.10%	45.56%	A total of 36 pets (45.56%) were reclaimed by their owners in quarter two, including 33 dogs and 3 cats from 86 animals collected. The animal reclaim rate was affected by the number of animals without an identification tag, registration or microchip, therefore the owner could not be contacted to facilitate the animal's return.
Si 58. Percentage of overflowing litter bins reported by the community that are emptied within 24 hours	100%	77.87%	A total of 77.87% of the overflowing litter bins reported by the community were emptied within 24 hours. A new contractor commenced in this period and service levels were below target as they adjusted to the new contract and site locations.

**4. Consultation**

**4.1 Internal Consultation:**

Comments and results were provided by City of Kingston departments and reviewed by the Executive Leadership Team.

**4.2 Community Consultation:**

The Annual Action Plan 2024-25 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: Hold ourselves to the highest standard of governance and integrity

**5.2 Governance Principles Alignment**

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

**5.3 Financial Considerations**

There are no financial considerations.

**5.4 Risk considerations**

There are no risk considerations.

**Appendices**

Appendix 1 - Q2 Performance Report 2024-25 (Ref 25/40489) 

Author/s:	Karen Billing, Acting Corporate Planning & Reporting Business Partner
Reviewed and Approved By:	Dillon Grech, Team Leader Corporate Performance Chris Heath, Manager Customer Experience and Corporate Performance Dan Hogan, General Manager Customer and Corporate Support

# 10.1

## KINGSTON PERFORMANCE REPORT 2024-25 - QUARTER TWO (OCTOBER TO DECEMBER 2024)

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Q2

# PERFORMANCE REPORT

October – December 2024

**OUR ROADMAP**  
COUNCIL PLAN  
2021-25



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.

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## 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 119 actions listed in the Annual Action Plan 2024–25 is summarised below. View more detail in the following pages.

## How we’re tracking – Quarter Two 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	5	18	–
Sustainable	2	16	–
Prosperous	2	10	1
Healthy & Inclusive	3	16	–
Safe	–	17	–
Well-Governed	3	25	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 2024-25.
  - 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 Two strategic indicators					
	<div>On track</div> <div>At or better than target.</div>	<div>Monitor</div> <div>Under target but within expected variance.</div>	<div>Off track</div> <div>Not on target or within expected variance.</div>	<div>Trend</div> <div>These indicators do not have targets.</div>	<div>Annual</div> <div>Reported at end of financial year.</div>
Liveable	5	–	–	2	3
Sustainable	3	1	1	3	4
Prosperous	4	–	–	–	4
Healthy & Inclusive	8	–	1	4	6
Safe	3	–	2	1	4
Well-Governed	6	–	–	–	2



## ACTIONS: SUMMARY OF PERFORMANCE

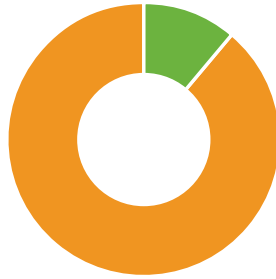


### LIVEABLE

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

#### Highlights

- Solar powered lighting was installed at Glyn Court/Chelsea Street Reserve to improve pedestrian safety and visibility.
- Construction of the new contemporary Dingley Village early years education and care facility was completed.
- Development of the 2025 Visual and Performing Arts program which will celebrate local talent from culturally and linguistically diverse communities.
- Construction at the Chelsea netball courts and carpark was completed, delivering an improved facility for local netballers.
- Building renewal and preservation works completed at Lewis House, Mordialloc Courthouse, Chelsea Yacht Club and Mordialloc Sailing Club.

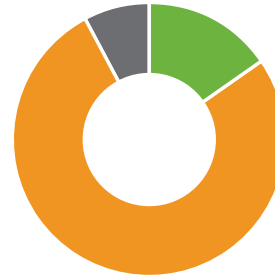


### SUSTAINABLE

We prioritise our environment and reduce our impact on the earth

#### Highlights

- Sixteen community facilities upgraded with energy efficient LED lighting and electric alternatives, reducing Council's carbon emissions.
- 5,500 community members participated in Biketober, Aussie Bird Count, Zero Waste workshops, and Heat Preparedness education.
- Delivered 22 in person Gardens for Wildlife assessments to enhance habitat for native wildlife.
- Developed a business case to analyse the cost effectiveness of investing in a "neighbourhood battery".



### 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

- Finalised the design of the Edithvale Shopping Centre upgrade to support the success of local businesses.
- The Artist in Residence program continues to be successful, with the Gallery Exhibition Program launching and appointing 21 visual artists.
- Kingston Hackathon, Sustainable Business Awards, and the Mentor Partners program were delivered as part of the Kingston Economic Development Strategy.
- Established an internal working group to assist in the identification of future employment partners.

✔

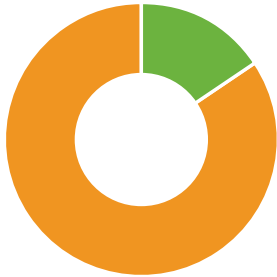
Completed

...

In progress

—

Not yet commenced



**HEALTHY & INCLUSIVE**

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

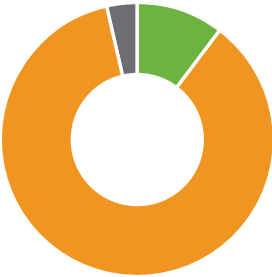
- Highlights**
- The Derrimut Weelam Gathering Place engaged participants in cultural activities including Sister’s Day Out, 3rd Little Long Walk, Annual Elders’ Christmas Luncheon and the Kingston Koorie Christmas.
  - Kingston Kickstarters Community Leadership Program concluded with all participants completing the course successfully.
  - Fair Access Policy was adopted by Council, which prioritises female sports participation and fair access to facilities and sportsgrounds.
  - Construction of the new Mordi Aquatic Centre commenced.



**SAFE**

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

- Highlights**
- Over 2,500 participants were enrolled during quarter two in Kingston’s Learn to Swim Program at Waves to prevent drownings and support community health and wellbeing.
  - Contract awarded to upgrade the ramp access to the pedestrian bridge over Eel Ramp Creek.
  - Safety programs were completed across 10 schools to support road safety among children and young people.
  - Participated in a workshop aimed at identifying enablers and barriers to family violence prevention.
  - Developed a draft framework to support the Contaminated Land Strategy.



**WELL-GOVERNED**

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

- Highlights**
- Conducted a review of our Cyber Incident Technical Response Readiness, to support the development of the Cyber Incident Response plan.
  - Continued to support agreements that encourage ongoing use of valuable spaces in community hubs for 2025.
  - 41 Grants were approved totalling \$108,612, as part of Kingston’s revised Grants Program.
  - Upgrade of the customer request management system, enhancing the quality of customer service interactions.
  - Delivered Council’s first intranet for elected members.

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







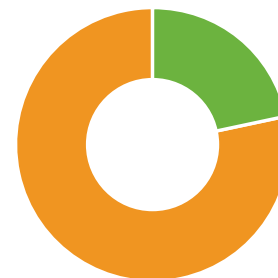
STRATEGIC DIRECTION:

# 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. Implement the Open Space Strategy (2023-2033) priority actions for 2024-25 to improve the quality of open spaces in the municipality, including sportsgrounds and reserves.	Open Space	A range of projects for the Open Space Strategy (2023-2033) have been completed or are underway. Completed projects include lighting improvements to Silverbanks Grove and Levanto Street, Mentone and Glyn Court Reserve, Cheltenham. Planning has commenced to deliver the Spring Road and Heatherton Park Masterplans and the Bald Hill draft Masterplan has been prepared for community consultation.	50%	...
2. Complete the construction of the Chelsea netball courts and car park redevelopment to ensure quality, fit for purpose netball facilities for local netballers.	Active Kingston	Construction works on the netball courts and carpark were completed in August 2024, with the acrylic coating applied during November once the ambient temperature increased. The courts were opened for full use by local netballers in December 2024.	100%	✓
3. Commence the delivery of the Walter Galt Pavilion upgrade to improve accessibility with additional change facilities that meet universal access requirements, including female-friendly facilities.	Active Kingston	The draft concept design for the Walter Galt Pavilion upgrade has been completed. Community engagement commenced in December and included community drop-in sessions.	50%	...
4. Review and update the Public Toilet Strategy (2016) to improve the accessibility, number and location of public toilets across the municipality.	Inclusive Communities	The review and update of the Public Toilet Strategy progressed in quarter two with surveys on Council's public toilet network undertaken. Analysis of the survey results will identify opportunities for making public toilets more user friendly for the community.	50%	...
5. Respond to the impacts that extreme weather events place on vegetation throughout the City of Kingston's open spaces.	Open Space	The City of Kingston continues to respond to the effects of extreme weather events on Council's vegetation. The increasing frequency and intensity of storm events continues to place pressure on Council resources.	50%	...



Completed



In progress



Not yet commenced

### 1.1.2 Invest in high-quality community assets

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
6. Plan and implement the building renewal program for 2024-25 to preserve the condition of Council-owned buildings and facilities including Chelsea Baseball Club, Clarinda Community Hub and Aspendale Gardens Community Centre.	Infrastructure	The implementation of the building renewal program for 2024-25 remains on track. In quarter two, building renewals were completed at Lewis House, Mordialloc Courthouse, Chelsea Yacht Club and Mordialloc Sailing Club. Planning and procurement for the remaining sites is well underway.	50%	
7. Commence deliberative engagement with the community to understand the community's priorities and inform the development of the Asset Plan 2025-35.	Infrastructure	The City of Kingston completed deliberative engagement with Council's Community Engagement Panel in quarter one to understand the community's priorities and inform the development of the Asset Plan (2025-35).	100%	
8. Complete construction of Dingley Village Stage 2, a new contemporary purpose-built early years education and care facility to deliver occasional childcare and funded kindergarten.	PMO & Major Projects	The construction of the Dingley Village Stage 2 early years education and care facility was completed in December 2024. The new facility provides occasional childcare and funded kindergarten services in a purpose-built building which features flexible community programming and meeting spaces.	100%	

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

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
9. Install traffic signals at the intersection of Thames Promenade and Fourth Avenue, Chelsea to provide safer access from the Heights Park to the Chelsea shopping strip.	Infrastructure	The design of the traffic signals at the intersection of Thames Promenade and Fourth Avenue, Chelsea has progressed and will proceed to tender.	30%	
10. Finalise the specification and complete market testing for parking review technologies to provide contemporary parking management solutions for the community.	Compliance & Amenity	The City of Kingston developed the tender specification for parking review technologies in quarter two ahead of the parking management solutions tender.	50%	
11. Investigate and implement actions to improve traffic management in the vicinity of the Mentone Activity Centre.	Infrastructure	To improve traffic management in the Mentone Activity Centre and Balcombe Road, studies have been undertaken on current traffic and pedestrian travelling behaviour in the area. The resultant traffic modelling was presented to the Department of Transport and Planning for in-principle support.	50%	

STRATEGIC DIRECTION:

# Liveable

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

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

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
12. Advocate for Council's position on the Suburban Rail Loop Authority-led precinct planning process, including working alongside the Advisory Committee to ensure that the planning outcomes respond to the current and changing needs of the Kingston community.	City Strategy	The City of Kingston continues to engage with the Suburban Rail Loop Authority as they finalise their draft Structure Plans which are due to be released in early 2025. Council is currently finalising a procurement process to secure the necessary support to review the draft Precinct Structure Plans once exhibited early to mid 2025.	50%	...
13. Progress the development of the Community Infrastructure Framework to assess if Kingston's community facilities and services are meeting current service needs, and inform the provision to meet future population growth.	Inclusive Communities	Utilisation surveys were implemented though quarter two to support data collection for the Community Infrastructure Framework. Combining these surveys with collected fit for purpose data will provide insights into the rate of use and suitability of community facilities and the services that use them.	50%	...
14. Prioritise engagement with key land owners in Mordialloc as a catalyst to reviewing the Mordialloc Pride of the Bay Structure Plan.	City Strategy	The City of Kingston continues to engage with the Level Crossing Removal Authority advocating for design enhancements to mitigate the negative consequences of the level crossing removal project. Council has held preliminary discussions with key landowners within the precinct to understand their intentions and aspirations for Mordialloc.	50%	...
15. Complete the exhibition of the draft Chelsea Structure Plan to provide the opportunity for broad community comment and feedback.	City Strategy	A draft Discussion Paper is currently being finalised incorporating projects and policy such as Kingston's Urban Cooling Strategy, Kingston's Urban Forest Strategy, Level Crossing Removal (including changed traffic and landscape conditions) and outcomes of community consultation undertaken so far. This work will inform the draft Chelsea Structure Plan.	50%	...

### 1.1.5 Preserve and enhance Kingston's character and heritage

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
16. Advocate for Council's decisions at VCAT and continue to provide positive, mediated outcomes to preserve the character of the municipality.	City Development	The City of Kingston continued to advocate for the decisions of Council through receiving appeals and representing Council at Victorian Civil and Administrative Tribunal (VCAT) in order to preserve the character of the municipality.	50%	...
17. Progress the strategic work to update Council's Heritage Strategy to preserve Kingston's heritage.	City Strategy	A report for Council's Heritage Study is currently being completed to inform the review of the Heritage Strategy and will be provided to Council in the first half of 2025.	70%	...





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
18. Explore and facilitate social and affordable housing opportunities with private developers and on key Victorian Government and Council-owned sites to increase the provision of social and affordable housing across the municipality in accordance with the Social and Affordable Housing Strategy (2020).	City Strategy	Through engagement with the Suburban Rail Loop Authority and Level Crossing Removal Authority and in accordance with past resolutions of Council, the City of Kingston continued to advocate for the redevelopment of significant Victorian Government landholdings to accommodate social and affordable housing.	50%	
19. Develop relationships with social housing providers to increase opportunities for social and affordable housing in Kingston in accordance with the Social and Affordable Housing Strategy (2020).	Inclusive Communities	Opportunities to work alongside social housing providers continued to be investigated to support the development of social and affordable housing and the best approach to facilitate these relationships. This will also include exploring obligations already established in the Planning Scheme on key redevelopment sites.	50%	

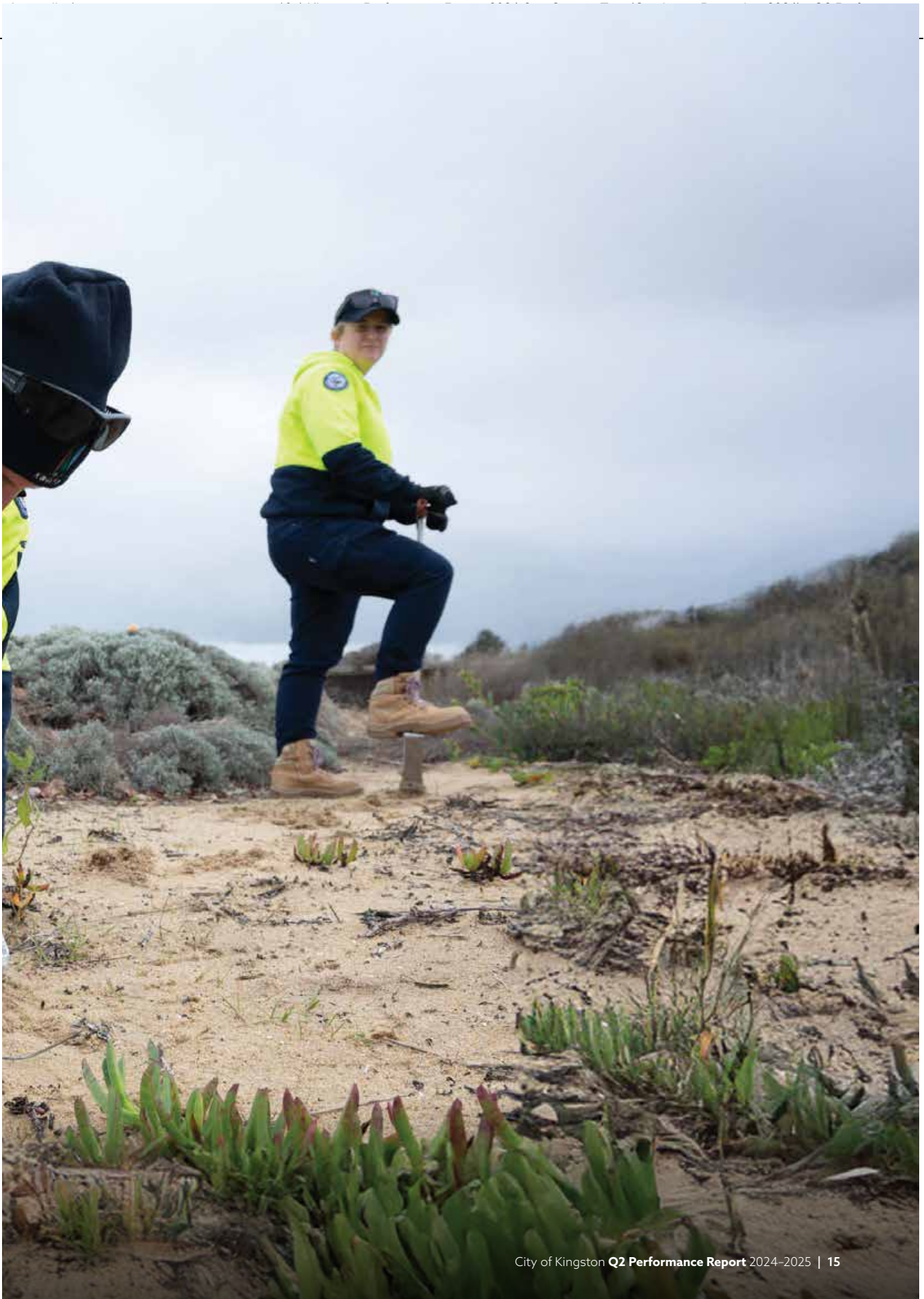
### 1.1.7 Foster a thriving and innovative arts and culture scene, which is both diverse and inclusive

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
20. Review the private events permit approval process for community events held on Council land, to ensure improved outcomes for the arts and events sector.	Arts, Events & Libraries	The City of Kingston's Event Permitting process has recently been externally audited with a series of actions provided. The audit report was presented to the Audit and Risk Committee in December 2024.	100%	
21. Provide a range of cultural activities across Kingston for the community to enjoy and participate in, by presenting local, high-quality, inclusive and engaging arts and cultural programs and events.	Arts, Events & Libraries	The City of Kingston developed the 2025 Visual Arts and Performing Arts program in quarter two. This body of work celebrates local talent, First Nations art, themes of women and feminism, and art and cultural experiences from culturally and linguistically diverse communities. These will be delivered across the 2025 calendar year.	50%	
22. Complete the phase one community consultation for the Arts, Events and Libraries Strategy which will enhance the cultural experiences offered to the community.	Arts, Events & Libraries	The phase one community consultation for an Arts, Events and Libraries Strategy has been completed.	100%	
23. Develop the Kingston Arts Precinct Masterplan, encompassing Kingston Arts Centre, City Hall and surrounding area, to provide a strategic direction for creation of a contemporary, accessible, and flexible arts destination, unique in the south-east of Melbourne and beyond.	Arts, Events & Libraries	The City of Kingston awarded the contract for the development of the Moorabbin Arts Precinct Masterplan in quarter two. The first internal workshops were held to help inform the Masterplan in December.	50%	



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







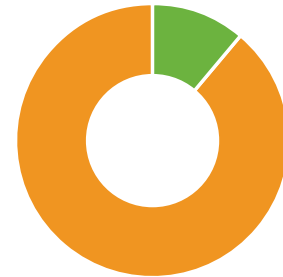
STRATEGIC DIRECTION:

# 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
24. Implement Environmentally Sustainable Design training for internal and external stakeholders to improve the built form in the municipality, including passive design.	City Development	Environmentally sustainable design training has been developed and is regularly undertaken by Council staff. The City of Kingston works with relevant industry bodies to ensure that they are conveying the most current information for improving the built form and passive design in the municipality.	50%	...
25. Implement the Environmental Sustainability 2024-25 program for building and facility infrastructure assets to reduce Council's carbon emissions.	Infrastructure	The implementation of the City of Kingston's Environmental Sustainability program for 2024-25 was completed in November 2024. A total of 16 community facilities were upgraded, with outdated gas heating and hot water services replaced with efficient electric options and led lighting installed to reduce Council's carbon emissions.	100%	✓
26. Develop and adopt the City of Kingston's Biodiversity Strategy to protect and enhance biodiversity in the municipality.	Open Space	The Biodiversity Strategy (2024-2029) was adopted by Council in August 2024 and implementation of actions to protect and enhance biodiversity in the municipality has commenced.	100%	✓
27. Implement the 2024-25 priority actions of the Urban Forest Strategy (2023-30) to increase tree canopy coverage, tree protection and compliance.	Open Space	Implementation of the priority actions in the Urban Forest Strategy (2023-30) have been slightly delayed due to recent storm events which required a focus on responding to the severe effects of the storms.	30%	...
28. Monitor the degree of replacement tree planting occurring where proposals to remove trees are successful on private land, to ensure lost tree canopy is replaced.	City Development	All relevant City of Kingston Local Laws and planning permits include obligations for planting, whether or not removals take place. Monitoring by Council is ongoing to ensure lost tree canopy is replaced and a high focus has been placed on small to medium construction sites.	50%	...



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
29. Report on the number of trees removed on public land to ensure no net loss of total canopy cover and optimal placement of replacement trees.	Open Space	A total of 286 trees were removed from Council land in quarter two. This was offset by the planting of 4,090 street and park trees in the 2024 tree planting program. The number of trees planted was more than sufficient to ensure there was no net loss of total canopy cover.	50%	In progress
30. Deliver Gardens for Wildlife assessments to enhance habitat for native wildlife and connect the Kingston community with nature.	City Strategy	The City of Kingston has delivered 22 in person Gardens for Wildlife assessments across the southern and northern suburbs to enhance habitat for native wildlife. Online assessments continue to be offered to residents to support participation and connect the community with the natural environment.	50%	In progress
31. Engage the community in a range of environmental education opportunities, including sustainable transport initiatives, to reduce traffic and transport-related emissions.	City Strategy	Community members participated in a wide range of environmental and sustainability events, including Biketober, Aussie Bird Count, Spring Fair, Zero Waste workshops and Energy Efficiency and Heat Preparedness education. In total, there were over 5,500 recorded participants across 15 events.	50%	In progress
32. Commence renewal of the Carrum Indigenous Nursery to support biodiversity in our municipality.	PMO & Major Projects	Planning continued for the renewal of the Carrum Indigenous Nursery to support biodiversity in Kingston.	50%	In progress

## 2.1.2 Consider environmental sustainability in all Council decisions

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
33. Continue to transition Council's fleet to a more sustainable model including electric vehicles and hybrids (where fit for purpose) to contribute to Council's NetZero emissions goals.	Procurement & Contracts	The City of Kingston's commitment to achieving NetZero targets through a sustainable fleet is an overarching principle now being embedded into Council fleet activities.	50%	In progress
34. Develop a Circular Waste Strategy and commence the first-year actions to provide a contemporary waste service that maximises opportunities to recycle and divert waste from landfill.	City Works	The development of the City of Kingston's new Circular Waste Strategy to maximise recycling and waste diversion is underway, with planning for community consultation well progressed.	20%	In progress

## 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
35. Implement the Coastal and Marine Management Plan (2023) actions for 2024-25 to improve visitor experience of the foreshore and the resilience of our natural coastal environment.	Open Space	The City of Kingston continues to implement the Coastal and Marine Management Plan (2023) actions to improve visitor experience and support natural processes.	50%	...

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

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
36. Progress a Planning Scheme Amendment to implement the recommendations of the Kingston Green Wedge Management Plan 2023 to guide land use and development in the Green Wedge.	City Strategy	A draft built form review which will inform the drafting of statutory controls is currently being finalised. It is anticipated that a Planning Scheme Amendment process to implement the findings of the review will commence early to mid 2025.	50%	...
37. Continue to work in partnership with the Victorian Government on the development and realisation of the Chain of Parks.	Active Kingston	Council is continuing to undertake studies funded by the Victorian Government to understand the costs and risks in ongoing land management associated with the land in the Chain of Parks currently owned by the State of Victoria. During quarter two, studies began to assess existing vegetation, determine maintenance and improvement needs, explore options for connecting parks across motorways, and evaluate land contamination management requirements and costs.	50%	...

### 2.1.5 Build sustainable transport options to reduce congestion and pollution

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
38. Implement the Walking and Cycling Plan (2023-2028) action program for 2024-25 to improve walking and cycling conditions and support the transition to more sustainable transport in the municipality.	Infrastructure	The detailed design for the traffic measures to be installed on Old Dandenong Road, between Warrigal Road and Bourke Road, is nearing completion with improvements to include construction of a two-way cycle lane beside the golf course. Planning and design are also well underway for safety improvements at the Edithvale Road/Branagan Drive intersection at Aspendale Gardens.	45%	...



Completed



In progress



Not yet commenced

## 2.1.6 Enable choice of movement across our city

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
39. Initiate phase one of the program to install electric vehicle chargers in 18 prioritised locations across the City of Kingston, including community education.	City Strategy	The City of Kingston completed an Expression of Interest process seeking private market interest in the provision of electric vehicle chargers across the municipality. Submissions from the market have been reviewed and a recommendation will be made to Council by the end of April 2025.	50%	

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

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
40. Support electrification of Council buildings including an all-electric new aquatic and leisure facility to reduce corporate carbon emissions and contribute to Kingston's emission reduction target.	City Strategy	The City of Kingston has progressed its program of electrifying smaller facilities by swapping gas for electric appliances. The electrification of the municipal offices at 1230 Nepean Highway is subject to further review to determine whether or not the project is feasible when compared to other high priority Council buildings.	50%	
41. Conduct an analysis of the current cost effectiveness of investing in battery technology on Council sites with larger solar panel systems.	City Strategy	The City of Kingston has developed a preliminary business case to analyse the cost effectiveness of investing in a "neighbourhood battery". Consideration is being given to exploring the potential for grant funding for such initiatives.	50%	

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







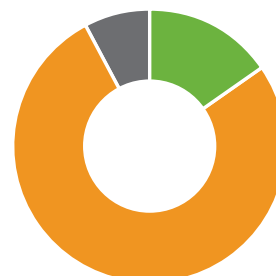
STRATEGIC DIRECTION:

# 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
42. Commence a review of the Footpath Activities Policy to ensure it meets the current and future needs of footpath users in the City of Kingston.	City Economy & Innovation	A review of the Footpath Activities Policy to ensure it meets the needs of footpath users in the City of Kingston commenced in quarter one.	100%	✓
43. Commence implementation of the Health Manager Payment Portal to improve self-service and payment options for businesses registered with Council under the Food Act 1984 and Public Health and Wellbeing Act 2008.	City Economy & Innovation	The outcome of the preliminary testing of the Health Manager Payment Portal is currently being evaluated. User-friendly, self-service and payment options can support local businesses by increasing transparency and efficiency.	50%	...
44. Provide a report to Council to demonstrate how the City of Kingston has responded to the VAGO Regulating Food Safety Audit recommendations.	City Economy & Innovation	The City of Kingston is in the final stages of preparing an update for Council's Audit and Risk Committee to demonstrate how Council has responded to the Victorian Auditor-General's Office (VAGO) Regulating Food Safety Audit recommendations.	50%	...
45. Complete the Kingston Employment and Commercial Land Use Strategy to manage change and plan for the future growth of employment land.	City Strategy	The City of Kingston is currently finalising a draft of the Kingston Employment and Commercial Land Use Strategy to be presented to Council prior to broader community engagement in early to mid 2025.	50%	...



Completed



In progress



Not yet commenced

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

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
<b>46. Commence preparation of a Planning Scheme amendment to implement the Kingston Employment and Commercial Land Use Strategy and provide a statutory framework for future land use change and development within the industrial and commercial precincts.</b>	City Strategy	The City of Kingston is currently finalising a draft of the Kingston Employment and Commercial Land Use Strategy to be presented to Council prior to broader community engagement in early 2025. Council is also awaiting the release of the Draft Structure Plans for the Suburban Rail Loop Precinct Areas and the final version of Plan for Victoria which will assist in the further formulation of a future Planning Scheme Amendment that addresses employment and commercial land use.  Once the final version of the Kingston Employment and Commercial Land Use Strategy is adopted by Council, the City of Kingston will prepare and seek a Council resolution to commence the Planning Scheme Amendment process.	0%	
<b>47. Invest in the renewal of local shopping centres including Edithvale shopping strip to support the success of local businesses.</b>	City Economy & Innovation	The City of Kingston finalised the design of the Edithvale Shopping Centre upgrade in quarter two. Consultation also continued with the community and traders for the Thames Promenade/Chelsea Heights shopping centre improvements to support the success of local businesses.	50%	

### 3.1.2 Embrace innovation to further promote Kingston businesses

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
<b>48. Implement the Economic Development Strategy (2024) Year One actions for 2024-25 to promote local economic prosperity.</b>	City Economy & Innovation	The Kingston Economic Development Strategy (2024) was progressed, with 24 actions completed in quarter two. Completed actions include the Kingston Hackathon, delivery of the annual Sustainable Business Awards, and facilitating the Mentor Partners program.	50%	
<b>49. Explore and coordinate an innovation initiative for young people to solve local challenges through technological advancements such as AI and robotics.</b>	City Economy & Innovation	A Science, Technology, Engineering and Mathematics (STEM) Hackathon and Pitch event was held by the City of Kingston on 26 November 2024. This event provided an opportunity for young people to solve local challenges in an innovative way through technology.	100%	

### 3.1.3 Promote local jobs and employment pathways

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
<b>50. Establish a new partnership with a business start-up provider to support local entrepreneurs.</b>	City Economy & Innovation	The City of Kingston is continuing to explore options to partner with a business startup provider to support local entrepreneurs and confirm stakeholder involvement.	50%	

## 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

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

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
51. Continue to advocate for improved connectivity, open space and other place-based benefits as part of the level crossing removal program, to ensure a broad range of community benefits and a design outcome that responds to the local place.	City Strategy	<p>The City of Kingston is continuing to advance the precinct-scale ideas outlined in the Hightt Level Crossing Removal Project Urban Design Report, such as connectivity and open space, through the Suburban Rail Loop Structure Planning process.</p> <p>Council also continues to advocate for enhancements to the design of the Mordialloc Level Crossing Removal Project, including shared user path connectivity between Parkdale and Mordialloc.</p>	50%	...

### 3.1.5 Pursue and enhance regional collaborative opportunities and partnerships

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
52. Establish a Kingston employment services network to pursue and enhance collaborative opportunities.	City Economy & Innovation	The City of Kingston has established an internal working group to assist in the identification of future employment partners for potential collaboration.	50%	...

### 3.1.6 Support our local visual and performing arts community

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
53. Create opportunities for local artists and creatives to work, engage and connect by fostering an innovative, inclusive and diverse creative community through Artist in Residence, Galleries and Arts Workshop programs.	Arts, Events & Libraries	The City of Kingston continues to foster opportunities for artistic and cultural growth within the municipality. The Artist in Residence program continues to be successful, with the Gallery Exhibition Program launching and appointing 21 visual artists in quarter two for the 2025 calendar year. This selection highlights diversity and local talent among the artists successful.	50%	...
54. Plan and deliver a calendar of annual events in line with Kingston's Arts and Cultural Strategy (2018-2022), to support local artistic endeavours.	Arts, Events & Libraries	The City of Kingston developed the 2025 calendar of both performing and visual arts. These programs respond to contemporary arts practices, as well as provide innovative ways in delivering gallery programs supporting local artists.	50%	...







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







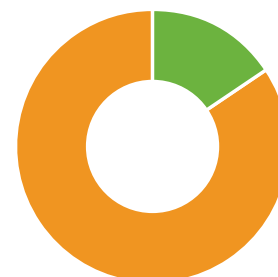
STRATEGIC DIRECTION:

# 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
55. Develop the draft Reconciliation Action Plan 2025-2027 to acknowledge and celebrate Aboriginal and Torres Strait Islander culture and advance reconciliation within Kingston.	Inclusive Communities	The City of Kingston commenced drafting of the next iteration of Council's Reconciliation Action Plan (RAP) with the following actions undertaken: <ul style="list-style-type: none"> <li>• The first round of community consultation was completed.</li> <li>• Gender impact assessment completed to inform the redevelopment of the plan.</li> <li>• The artwork and design commissioning process commenced through a collaboration with a Victorian Aboriginal design agency and a Bunurong artist.</li> </ul>	50%	...
56. Continue to support the Derrimut Weelam Gathering Place to deliver programs and event offerings to community to improve outcomes for Aboriginal and Torres Strait Islander community members.	Inclusive Communities	Derrimut Weelam Gathering Place delivered a series of impactful community events, engaging participants in cultural activities and fostering connections. Highlights included Sisters Day Out, 3rd Little Long Walk, Annual Elders' Christmas luncheon, Kingston Koorie Christmas and a cultural bushwalk and community lunch.	50%	...





Completed



In progress



Not yet commenced

### 4.1.2 Champion social equality

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
57. Implement the final year of Council's Gender Equality Action Plan (2021-2025) to address the systemic barriers that create gender inequality in the workplace.	People & Culture	The City of Kingston continues to implement Council's Gender Equity Action Plan (2021-2025), with 59 out of 71 actions in the Gender Equality Action Plan now completed. Highlights for the quarter include, supporting applicants in recruitment processes or employment via workplace adjustments, and developing a mentoring program for employees to connect with leaders. A demographic data review was undertaken to identify priority groups and departments, that will support actions to address barriers and implementation initiatives to increase representation.	83%	In progress
58. Deliver and evaluate a community leadership program that aims to enhance the leadership skills of women and people from diverse backgrounds.	Inclusive Communities	Council's community leadership program participants graduated on 30 October. A post-program evaluation of the inaugural Kingston Kickstarters Community Leadership Program was conducted with all 18 participants who successfully completed the program. Planning for the 2025 program has now commenced.	85%	In progress

### 4.1.3 Celebrate and learn from our diversity

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
59. Deliver the actions of the Kingston Youth Strategy (2023-2026) for 2024-25 to support, empower and advocate on behalf of young people aged 12 to 25 years in Kingston.	Family, Youth & Children's Services	The City of Kingston is on track to deliver the actions outlined in the Kingston Youth Strategy (2023-2026) for the 2024-25 period. These include providing support to the LGBTQI+ youth community through Queer in Kingston, supporting employment through short courses and providing hands-on experience through the Universal magazine and FReeZA committee.	50%	In progress
60. Promote library services to diverse community groups to increase broader participation in programs and services to meet community needs.	Arts, Events & Libraries	Council libraries have undertaken significant work to reach hard to reach audiences and to increase participation in programs and services. Libraries have promoted library services to the following groups schools, kindergartens, childcare centres, maternal & child health services and new parents, men's sheds, aged care services, Better Health Network, Aspect (formerly Autism Australia), supported playgroups and youth services.	50%	In progress
61. 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 worked with Autism Spectrum Australia to review our library branches to ensure they are accessible for community members with Autism. This is part of a broader body of work with the delivery of actions in the All Abilities Action Plan. The City of Kingston continues to ensure services and programs are catering to our diverse community.	50%	In progress

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
62. Review Council's early years infrastructure requirements considering the Victorian Government's Best Start Best Life reform, which includes funded Three-Year-Old Kindergarten and implementation of Pre-Prep.	Family, Youth & Children's Services	The City of Kingston continued the development of a Kindergarten Infrastructure Plan which will also consider the Victorian Government's Best Start Best Life reform, including funded Three-Year-Old Kindergarten and implementation of Pre-Prep. The Plan is expected to be completed by mid 2025.	50%	...
63. Submit an application for an additional Family & Children's Centre to undergo assessment for the Australian Children's Education & Care Quality Authority's 'excellent' rating.	Family, Youth & Children's Services	The City of Kingston has submitted an application for an additional Family & Children's Centre to undergo assessment for the Australian Children's Education & Care Quality Authority's 'excellent' rating. An outcome of the assessment is expected in March 2025.	100%	✓
64. Review library services to develop and deliver a set of programs which are inclusive of the ageing population and focused on life-long learning.	Arts, Events & Libraries	The City of Kingston has developed a Seniors Engagement plan which outlines the Libraries' approach to engaging with seniors in the municipality. The plan also outlines how libraries will reach the "hardly reached" senior members of our community via our outreach work with aged care facilities and our home library service.	50%	...

### 4.1.5 Support the inclusion of everyone in community life

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
65. Complete the Kingston Fair Access Policy to prioritise female participation in sport and access to facilities, sportsgrounds and match times.	Active Kingston	Kingston's Fair Access Policy was adopted by Council in July 2024. The policy prioritises female participation in sport and ensures fair access to facilities, sportsgrounds and match times. Implementation of the Fair Access Policy will encourage women's participation in local sport and involvement in coaching and the governance of sports clubs.	100%	✓
66. Scope the future development of AccessCare service delivery in line with aged care reforms.	AccessCare	The City of Kingston has engaged consultants to assist in the development of AccessCare's future service delivery in line with the aged care reforms.	75%	...
67. Implement the All-Abilities Action Plan (2024-2028) to improve access and inclusion for people with disabilities.	Inclusive Communities	Progress on the All-Abilities Action Plan continues, with significant advancements in quarter two. A project management plan and options analysis were developed to improve beach access. A December community event calendar promoted inclusive local programs such as Sailability at Mordialloc Sailing Club, Starfish Nippers at Chelsea Longbeach Surf Life Saving Club (SLSC), and activities at Bonbeach and Mentone Life Saving Clubs. The City of Kingston supported Chelsea Longbeach SLSC in recruiting volunteers for their program.	50%	...



Completed



In progress



Not yet commenced

#### 4.1.6 Support our community's physical wellbeing

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
68. Implement the Play Your Way Strategy, with a program of playground renewals to ensure equitable and quality spaces for our community.	Active Kingston	Implementation of the Play Your Way Strategy is progressing well, with consultation completed and construction contracts awarded for playground upgrades at Dowling Road Reserve, Oakleigh South, Meribah Court Reserve, Parkdale and Glyn Court Reserve, Cheltenham. Detailed designs are also now complete for Bourke & Patty Street Reserve, Mentone, Sheldon Place Reserve, Clayton South and Judd Parade, Cheltenham.	55%	In progress
69. Commence the construction of the new aquatic and leisure facility to ensure the future health and wellbeing of our community.	PMO & Major Projects	Construction of the new Mordi Aquatic Centre at 76 Governor Rd in Mordialloc commenced in December 2024, and is scheduled for completion in 2026.	100%	Completed
70. Implement the Sportsground Lighting Program to enable increased participation and safe use of sportsgrounds by local clubs.	Active Kingston	Tenders for the sportsground lighting upgrades at Beazley Reserve, Chelsea Heights and Dane Road Reserve, Moorabbin have been awarded, with works scheduled to commence in February 2025. Design works for sportsground lighting upgrades at the Rowan Road Reserve baseball field and Gerry Green Reserve have been completed and preparation of tender packages is underway.	60%	In progress

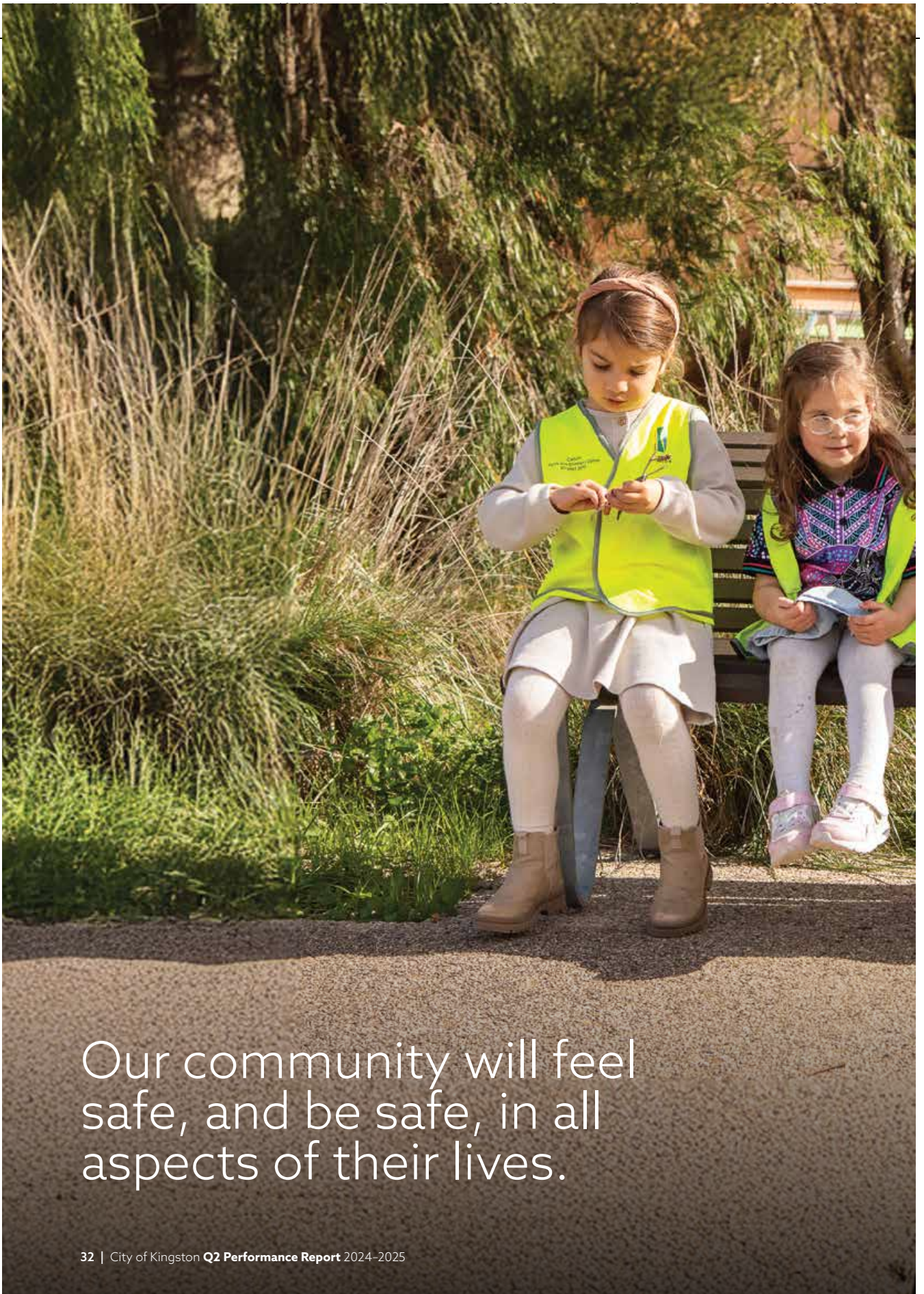
#### 4.1.7 Prioritise our community's mental wellbeing

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
71. Update Council's Gambling Policy for 2024-28 to prevent and reduce harm from gambling in the City of Kingston.	Inclusive Communities	The draft Gambling Policy was presented to Councillors in 2024, with further community engagement requested. Further action will be taken in the new calendar year with the new Councillor group.	30%	In progress
72. Maintain Rainbow Tick accreditation to demonstrate our commitment to providing safe, inclusive and affirming services for the LGBTIQ+ community.	People & Culture	The City of Kingston continues to demonstrate its commitment to providing safe, inclusive and affirming services for the LGBTIQ+ community, with a post-accreditation evaluation of the Rainbow Tick accreditation process. Youth Services and Customer & Corporate Support will undergo a mid-cycle assessment in September 2025.	50%	In progress

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

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
73. Explore the feasibility of a 'whole of Council' community venues booking system which integrates with the Kingston website and finance system to ensure consistency and ease of use for customers and staff.	Inclusive Communities	Council continues to explore the feasibility of a 'whole of Council' community venues booking system which integrates with the Kingston website and finance system to ensure consistency and ease of use for customers and staff.	50%	In progress





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
74. Conduct and evaluate pool safety awareness campaigns and activities to educate the public about the pool safety standards and regulations and reduce the risk of drowning and injury in pools.	Municipal Building Surveyor	The City of Kingston promoted pool safety awareness to the community via the Kingston Your City newsletter and on the Kingston website, with the aim of reducing the risk of drowning and injury in pools. Over summer there has been a special focus on pool safety, with targeted safety advice given to residents who contacted Council about pools.	60%	...
75. Monitor and enforce the cladding safety compliance of buildings to prevent the spread of fire and protect the lives and properties of the occupants and the public.	Municipal Building Surveyor	The City of Kingston continue to inspect the safety compliance of cladding on local identified buildings and enforce remediation works as necessary in accordance with Cladding Safety Victoria remediation program. For the year to date, 12 high risk and 4 low risk buildings have been inspected, with building enforcement ongoing for nine buildings.	75%	...
76. Identify and inspect the high-risk buildings in the municipality to ensure building safety and compliance and to mitigate the potential hazards and liabilities for the owners and Council.	Municipal Building Surveyor	The City of Kingston undertook remediation enforcement for compliance issues identified in previous inspections of the municipality's high-risk buildings to ensure the safety of occupants and to mitigate potential hazards and liabilities for the building owners and Council.	85%	...
77. Deliver the annual drainage flood mitigation and renewal program to protect community assets and reduce flooding for residents.	Infrastructure	The annual drainage flood mitigation and renewal program is progressing to schedule. The delivery of the Bondi Road outfall drain is well advanced and the Sherwood Avenue pumpstation works have been completed.	65%	...
78. Review current access conditions at Mordialloc, Carrum, Chelsea Longbeach, and Mentone Life Saving Clubs and implement measures to enhance accessibility on the foreshore.	Inclusive Communities	Following a review of access conditions at Mordialloc, Carrum, Chelsea Longbeach, and Mentone Life Saving Clubs, Council reassessed the clubs' capacity to support beach accessibility. Benchmarking against other Port Phillip Bay councils has been conducted, and flexible solutions are being explored to expand the number of accessible beach days at these locations.	50%	...





Completed



In progress



Not yet commenced

### 5.1.2 Support safe travel through various modes of transport

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
79. Review and update the Road Management Plan (2021-2025) as required under the Road Management Act to ensure a safe, accessible, and well-presented environment for the community.	Infrastructure	The City of Kingston has adopted the Municipal Association of Victoria template for the Road Management Plan and is customising it to meet Kingston's needs. Currently, development of the plan is focusing on intervention levels and response times.	50%	In progress
80. Deliver the annual footpath renewal program to ensure footpaths are safe and accessible for the community.	Infrastructure	The annual footpath renewal program is progressing well, with the contract awarded for the upgrade of the ramp access to the pedestrian bridge over Eel Ramp Creek at Emma Street, Carrum.	90%	In progress
81. Complete 'traffic blackspot' program upgrades in Clayton South and Patterson Lakes to improve safety for road users.	Infrastructure	The 'traffic blackspot' program upgrades in Clayton South and Patterson Lakes are progressing well, with detailed design for the traffic treatments completed and preparation of the tender for the construction underway.	50%	In progress
82. Support safety amongst primary and secondary school students through the delivery of the road safety initiatives, including addressing pedestrian distraction, and walking and cycling.	Infrastructure	A total of 10 safety programs was completed across 10 schools in quarter two to support road safety among children and young people. These included two pedestrian distraction programs, four bike education programs and four road safety sessions.	50%	In progress

### 5.1.3 Improve feelings of safety across Kingston's diverse community

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
83. Promote and deliver aquatic education and Learn to Swim Programs to prevent drownings and support community health and wellbeing outcomes.	Active Kingston	Over 2,500 participants were enrolled during quarter two in the City of Kingston's Learn to Swim Program at Waves to prevent drownings and support community health and wellbeing. In addition to the provision of school-based aquatics programs, off-site education programs were facilitated at Westall Primary School.	50%	In progress



## 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
84. Investigate opportunities to apply best practice research in engaging men and boys in family violence prevention to minimise the harm from family violence.	Inclusive Communities	The City of Kingston participated in a workshop facilitated by Respect Victoria and the regional women's health service. This highlighted strong interest and ongoing initiatives to identify enablers and barriers to family violence, and a growing momentum in engaging men and boys in prevention efforts.  The Men's Mental Health Think Tank Findings Report was shared with partners and associated committees inviting their feedback as part of the final consultation process.	50%	...
85. Develop an annual awareness-raising program of events (including 16 Days of Activism Against Gender-Based Violence) to increase understanding on the prevention of violence towards women and children.	Inclusive Communities	A comprehensive program of events and activities were delivered and evaluated as part of the 16 Days of Activism, aimed at building community awareness and understanding. These efforts collectively strengthened the community's understanding of gender equity and family violence prevention while reinforcing Council's commitment to these critical issues.	75%	...
86. Provide customised training to build the capacity of community, organisations, businesses and Council teams to understand and address family violence and gender inequity.	Inclusive Communities	Briefing sessions were conducted with Library staff to enhance their understanding of the 16 Days of Activism campaign and to equip them to respond effectively to disclosures.  Two Family Violence Staff Support Officer network meetings were held in October and December to provide ongoing support and resources for the internal team assisting staff who may be experiencing family violence.	50%	...

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



ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
87. Review Kingston's animal management processes and commence development of the Domestic Animal Management Plan 2026-30 to comply with the Domestic Animals Act 1994 and ensure Kingston remains a place where people and pets can peacefully and safely co-exist.	Compliance & Amenity	The City of Kingston completed preliminary planning for the development of the Kingston Domestic Animal Management Plan (2026-30) in quarter two and commenced work to inform development of the new plan. Introductory reports will be provided to Councillors in early 2025, including the proposed consultation strategy for the different phases of the plan's development.	50%	...
88. Review opportunities to improve the operation and signage of fenced and unfenced dog off leash areas to ensure the safety and security of dogs in the municipality.	Compliance & Amenity	The City of Kingston Rangers continued to regularly patrol off leash dog areas to review compliance with regulations and identify any improvement opportunities throughout quarter two.	50%	...

 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 Contaminated Land Strategy to inform and manage future risks from Council's contaminated land holdings.	Property Services	The City of Kingston has developed a draft framework for the Contaminated Land Strategy to inform and manage future risks from Council's contaminated land holdings. The Strategy, initially expected in March 2025, is now likely to be completed in June 2025 due to resourcing.	50%	
90. Implement Council's Graffiti Action Plan 2021-25 to deliver best practice graffiti management across the City of Kingston.	City Works	The City of Kingston progressed the implementation of the Graffiti Action Plan (2021-25) with the new, dedicated waste and asset care team providing proactive cleaning of graffiti at key activity centres.	50%	

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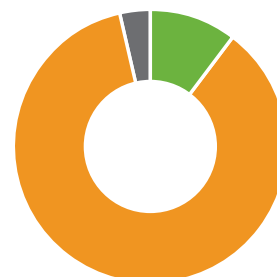
STRATEGIC DIRECTION:

# 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
<b>91. Implement Council's Workforce Plan initiatives for 2024-25 to attract, recruit and retain highly skilled people to meet current and future priorities.</b>	People & Culture	Implementation of the year four initiatives is underway and on track for completion by 30 June 2025, with 18 of the 29 actions now complete in the City of Kingston's Workforce Plan.	60%	...
<b>92. Develop Council's new Workforce Plan (2025-29) to meet our legislative obligations under the Local Government Act 2020.</b>	People & Culture	The City of Kingston has commenced development of the Workforce Plan (2025-29). A project brief is in place to ensure a robust and consultative process, and that Council complies with its legislative obligations under the Local Government Act 2020.	15%	...
<b>93. Deliver the Annual Organisational Planning Cycle for 2025-26, including the delivery of an integrated Community Vision, Council Plan and Municipal Public Health and Wellbeing Plan (2025-29) to ensure a more cohesive and coordinated approach which enhances community outcomes.</b>	Customer Experience & Corporate Performance	The City of Kingston has continued work on the Annual Integrated Planning Cycle throughout quarter two. This work sees the development of the Council Plan Annual Action Plan, Annual Budget and completion of Service Profiles. This work is aligned to the development of the Council Integrated Plan (2025-29) which will continue following the Council Election with scheduled adoption in June 2025.	60%	...
<b>94. Develop and implement a transition plan for the changes in building legislation to adapt to the new regulatory environment and to ensure a smooth and effective transfer of some responsibilities from private building surveyors to Council.</b>	Municipal Building Surveyor	The Victorian building legislation changes are still pending. The City of Kingston is continuing to prepare for the changes based on regulatory updates, including working closely with the Victorian Building Authority and other authorities.	40%	...



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
<b>95. Review and implement Council's key record management framework, strategy, policy and procedures to ensure compliance with all relevant legislation.</b>	Information Services & Strategy	The Records Transformation Project continues to review and implement the City of Kingston's record management framework, strategy, policies, and procedures to ensure compliance with relevant legislation. During quarter two, a new Information Management Policy was completed and approved for use within Council.	75%	...
<b>96. Implement Council's Good Governance Framework initiatives for 2024-25 to improve transparency and accountability.</b>	Governance, Risk & Integrity	Key programs to implement the City of Kingston's Good Governance Framework were delivered in quarter two, including revision of Council's risk appetite statement, strategic risk register and operational risk registers, completion of the annual compliance review of high-risk obligations and completion of personal interest returns.  All statutory requirements associated with the local government elections and inducting the new Council was achieved, with one component of mandatory training to be completed in quarter three.	75%	...
<b>97. Review and update the Information and Communications Technology Strategy to provide the key technology actions for a three-to-five-year period.</b>	Information Services & Strategy	Review and updates to the Information and Communications Technology Strategy, providing key technology actions for the next three to five years, will commence in quarter three.	0%	—
<b>98. Enhance Council's Cyber Security Management Framework to prevent information security breaches.</b>	Information Services & Strategy	To enhance the City of Kingston's Cyber Security Management Framework, Council conducted an external review of our Cyber Incident Technical Response Readiness. This review highlighted areas for improvement with recommendations to be adopted in Council's Cyber Incident Response plan.	75%	...
<b>99. Introduce a new strategic corporate risk system to better capture and report key organisational and community risks.</b>	Governance, Risk & Integrity	The City of Kingston has developed and implemented an integrated and centralised platform that captures strategic and operational risk, which includes key organisational and community risks. Council officers have been trained on the new corporate risk system to manage existing risks and identify new and emerging risks and control effectiveness.	100%	✓
<b>100. Review and update Business Continuity Plans across the organisation to ensure the appropriate incident response and recovery of key Council services.</b>	Governance, Risk & Integrity	The City of Kingston has engaged external consultants to assist with the review and updating of Council's Business Continuity Plan and sub plans across the organisation to ensure the appropriate incident and recovery of key Council services. Plans are currently in draft form and specific training has been scheduled for quarter three for implementation purposes. Council is currently on track to have this completed by May 2025.	70%	...

STRATEGIC DIRECTION:

# Well-Governed

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

### 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. Complete a review of the Lease and Licence Policy and review associated documentation to ensure the transparency of Council's decision-making.	Property Services	The City of Kingston continues to review the Lease and Licence Policy and associated documents to ensure transparency of Council's decision-making. Public consultation of the Lease and Licence Policy has concluded, and the Policy is in its final stages of completion.	90%	...
102. Commence an annual program of service reviews to ensure adaptable, capable, and sustainable services now and into the future as guided by the Service Planning Framework.	Customer Experience & Corporate Performance	The City of Kingston continues work on the implementation of Council's Service Planning Framework throughout quarter two, to assist the organisation in planning for our services now and into the future. Four service reviews have been programmed, which sees a robust analysis of the service, allowing for continuous improvement across our three E's - Effectiveness, Efficiency and Empathy.	60%	...
103. Implement Council's Advocacy Strategy (2023-26) including Advocacy Campaign Plans for 2024-25 to seek positive community outcomes on key projects.	Advocacy, Communications & Engagement	The City of Kingston focused advocacy efforts on the core priorities identified in the Advocacy Strategy 2023-26 in quarter two, which included strengthening our reputation, developing our internal capacity and targeting our efforts with state and federal members.	50%	...
104. Brief Council on changes to the Planning and Environment Act to ensure that it will have the opportunity to influence any changes that impact on Council's role as a Planning and/or Responsible Authority.	City Development	The City of Kingston continues to monitor proposed changes to the Planning and Environment Act and advice will be provided once more details of the intended changes are shared.	50%	...





Completed



In progress



Not yet commenced

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

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
<b>105. Complete implementation of the contracts management system and business analytics module to ensure effective management of contracts and associated timeframes and expenditure.</b>	Procurement & Contracts	The City of Kingston has completed the transition to a new Contract Management System module, following the review of all contracts. Access to enhanced reporting will be achievable once full implementation is complete. Work Instructions to support the management and maintenance of the Contract Management System is being developed, which include detailing roles, responsibilities, processes for updating data, review and oversight of the system.	66%	
<b>106. Review Kingston's Procurement policy to provide an effective and efficient procurement service.</b>	Procurement & Contracts	The City of Kingston is currently reviewing the Procurement Policy published and effective from 31 December 2021 to ensure an effective and efficient procurement service. Drafting of Policy updates has commenced and an updated Policy is anticipated to be adopted by Council at September Council meeting in 2025.	50%	
<b>107. Deliver the 2025-26 Annual Budget, Long Term Financial Plan and Revenue and Rating Plan to ensure financial sustainability, responsibility and efficiency.</b>	Finance	Delivery of the Annual Budget 2025-26, Long term Financial Plan and Revenue and Ratings Plan continues to progress within the established timeframes. The next key Council milestone is the public hearing of the Talking Kingston budget submissions, scheduled for 24 February 2025.	35%	
<b>108. Complete a review of Leases and Licences documents to ensure equity for Council's tenants and for Council as a Landlord.</b>	Property Services	The City of Kingston has completed the review of the Leases and Licences documents with support from Councils legal team. The documents have been updated where required to ensure equity for Council's tenants and for Council as a Landlord.	100%	
<b>109. Develop a Waves Investment Strategy to appropriately guide and prioritise future investment and environmentally sustainable design initiatives for this facility.</b>	Active Kingston	The City of Kingston has commenced an environmental review to support the Waves Investment Strategy that will guide future development and operations at Waves, inclusive of a reduction in CO <sub>2</sub> emissions. The outcomes of the study will provide environmentally sustainable initiatives for Council's consideration in the future development of Waves.	50%	
<b>110. Implement an expression of interest process for utilisation of spaces in community hubs to create a fair and transparent process for accessing Council-managed facilities.</b>	Inclusive Communities	The expression of interest process to improve utilisation of community spaces and hubs, addressing gaps in existing bookings has been finalised. Agreements for the use of spaces in 2025 have been issued to both new and existing users.	100%	
<b>111. Deliver the Kingston Grants Program to support local community organisations and groups to deliver community benefit.</b>	Inclusive Communities	The implementation of the new Grants Program continued, with ongoing refinement of application and assessment forms, grant guidelines, and payment and administrative processes to enhance efficiency and accessibility. During quarter two: <ul style="list-style-type: none"> <li>• Eight Individual Development Grants were approved, totalling \$3,200.</li> <li>• 14 Community Small Grants were approved, totalling \$23,060.</li> <li>• 19 Community Bi-annual Grants (Round two: 2024/25) were approved, totalling \$82,352.</li> </ul>	50%	

STRATEGIC DIRECTION:

# Well-Governed

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

### 6.1.4 Openly report our progress and performance

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
112. Communicate the results of Council's performance via the Annual Community Satisfaction Survey, Local Government Performance Reporting Framework, Kingston Annual Report and quarterly Council Plan Performance Reports to ensure accountability, transparency, and service improvement.	Customer Experience & Corporate Performance	The City of Kingston has achieved a number of actions for quarter two which monitor the performance of Council's services. Further interviews were conducted this quarter for the Community Satisfaction Survey, totalling 200 residents interviewed this financial year that were surveyed about their satisfaction and perception of Council services. The 2023-24 Annual Report from last financial year and 2024-25 Quarter One Report for this financial year were both published this quarter on Council's corporate website.	60%	...

### 6.1.5 Actively seek broad community participation

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
113. Deliver the deliberative engagement program for 2024-25 to improve opportunities for public consultation and ensure a wide range of views are considered in key Council decisions.	Advocacy, Communications & Engagement	Following formal recommendations from the Collaborative Engagement Group, Council has commenced planning for wider community engagement on our Integrated Council Plan. Several high-performing consultations held during quarter two include our significant annual campaign to promote Talking Kingston (feedback for our budget) plus Kingston's Coastal Climate Change Hazard & Risk Assessment, electric vehicle charging infrastructure, Libraries and community centres.	70%	...
114. Develop a Volunteer Strategy to increase community volunteering in Kingston.	Inclusive Communities	Community consultation for the Volunteer Strategy will begin in late January and conclude in early March 2025. Promotional materials for the consultation, including postcards, posters, and digital content, are being developed and will be completed in January 2025.	25%	...



Completed



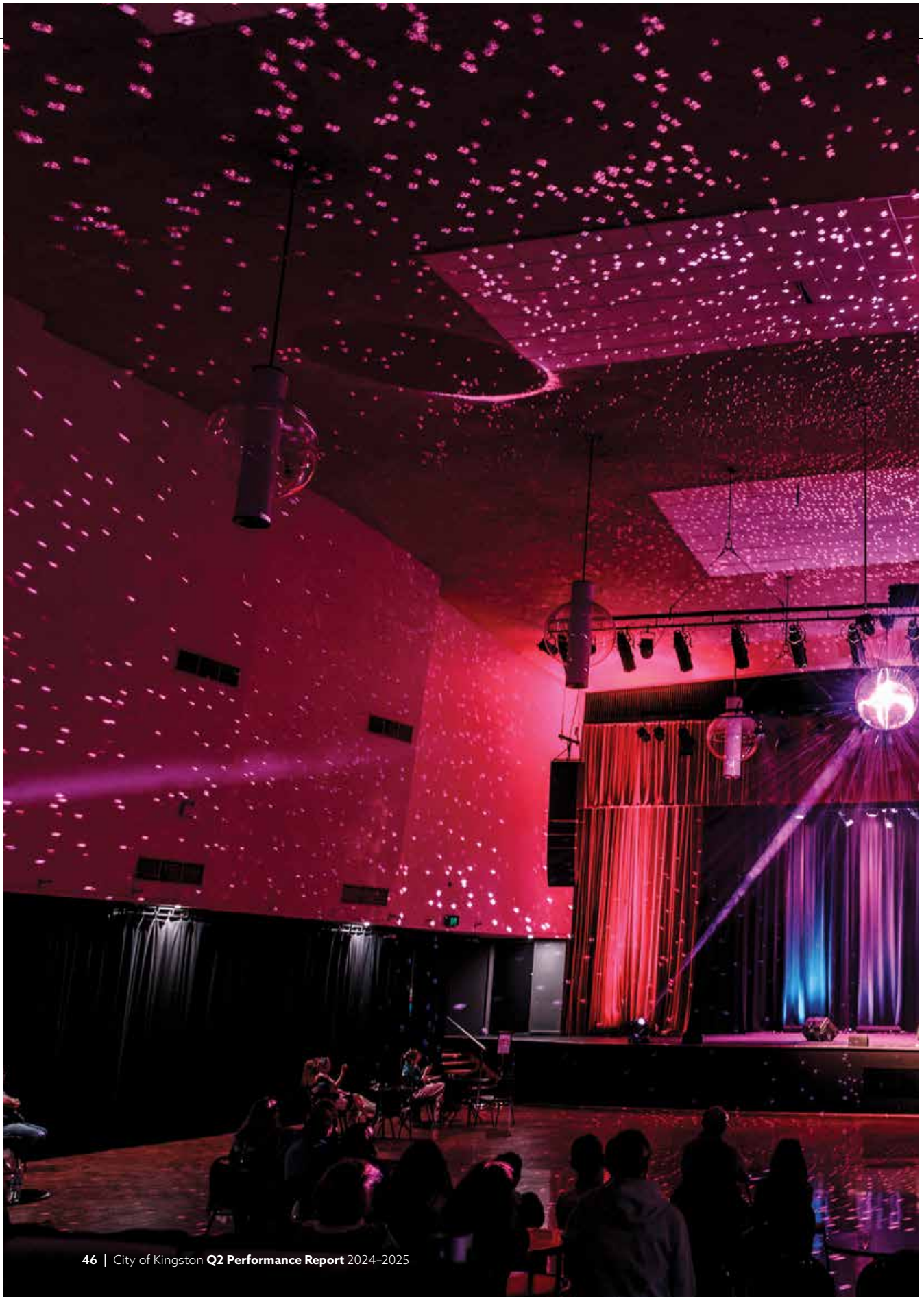
In progress



Not yet commenced

### 6.1.6 Deliver exceptional customer experiences

ACTION	DEPARTMENT	COMMENT	PERCENT COMPLETE	STATUS
<b>115. Commence implementation of the Kingston Customer Experience Strategy to ensure our services are efficient, effective and customer-centric.</b>	Customer Experience & Corporate Performance	Work on the Kingston Customer Experience Strategy is well underway and is scheduled for adoption in 2025. This strategy focuses on our vision of customer experience at Council, which will see all services strive for greater effectiveness, efficiency, and a demonstration of empathy towards customer needs.	60%	...
<b>116. Continue to deliver and enhance the quality of Customer Service Channels to improve the customer experience.</b>	Customer Experience & Corporate Performance	Active management of customer channels to support service demand has increased. This has been supported by cross-training and work allocation improvements across channels. A major customer request management system upgrade was successfully completed and implemented across Council. The foyer upgrade at 1230 Nepean Highway Cheltenham has improved functionality and a warmer customer experience.	50%	...
<b>117. Deliver the Website Redevelopment Project program of work for 2024-25 to provide contemporary, simple-to-use websites for Council's services.</b>	Advocacy, Communications & Engagement	Significant progress continues to be made on website redevelopment. During quarter two, the Councillor intranet project reached completion, delivering the City of Kingston's first intranet for our elected members. The site has immediately improved information dissemination, timely updates, and document management. The new Kingston Youth Services website was completed and launched during quarter one.	50%	...
<b>118. Utilise customer complaint data and insights to further enhance our services to be effective, efficient and empathetic to customer needs.</b>	Customer Experience & Corporate Performance	The City of Kingston is committed to using insights from customer complaints to drive service improvements and deliver better outcomes for our community. Based on this feedback, Council has implemented several initiatives to enhance the effectiveness and efficiency of our processes. For example, the introduction of a streamlined process for customers to lodge urgent requests on weekends, ensuring timely communication and more customer-focused outcomes. These changes reflect Council's dedication to being responsive to community needs and continuously enhancing our services.	50%	...
<b>119. Implement a range of initiatives from the Kingston Customer Experience Strategy to enhance our services to become more effective, efficient and customer-centric.</b>	Customer Experience & Corporate Performance	The City of Kingston is currently implementing a range of initiatives to support improved customer outcomes across all Council services including the client request system upgrade, Unified Communications Project and improved data capture and integrity reporting relating to customer insights. Implementation of continuous improvement plan actions commenced to improve customer experience outcomes across both the Environmental Health and Customer Channels services.	51%	...







# STRATEGIC INDICATORS: SUMMARY OF PERFORMANCE



## LIVEABLE

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

### Highlights

- A new record of 22,565 people attended Council events including Spring Fair, Carols by Kingston and two citizenship ceremonies.
- 96% of planning application decisions for multi-unit dwelling applications for the year to date had five or less objections.
- 21,630 community attendances at Council-managed community centres for the year to date.
- Two new social and community housing dwellings were approved.



## SUSTAINABLE

We prioritise our environment and reduce our impact on the earth

### Highlights

- 1,191 electrical vehicle charging sessions were recorded, demonstrating the growing awareness of the chargers and the increasing popularity of electric vehicles.
- 5,500 community members participated in sustainability events such as Biketober, Aussie Bird Count, Zero Waste workshops, and Heat Preparedness education.
- 57 gardens for wildlife assessments were delivered across the municipality for the year to date.
- 53% of kerbside waste was diverted from landfill.



## 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

- 13 business support workshops were held between July and December 2024, supporting local businesses and business leaders.
- 124 VicSmart applications were decided within 10 days for the year to date, well above the target of 30.
- The Better Approvals service assists local businesses by providing a single point of contact to navigate through the City of Kingston's permit process, and achieved a 100% satisfaction rating.
- 100% of footpath trading applications were processed within 15 days, supporting local businesses to thrive.

...

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**
- The Bunurong Land Council have consulted on 11 Council plans and strategies in the year to date.
  - Kingston’s youth services support program received 100% satisfaction in the voluntary feedback received from young people who accessed services.
  - An increase to 5,579 hours were provided by our home maintenance and modifications services, allowing vulnerable people to remain in their homes safely.
  - Waves Leisure Centre had 340,610 visits by community members for the year to date, which is two visits per head of the municipal population.



**SAFE**

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

- Highlights**
- 312 graffiti removal requests were actioned by Council’s contractor for the year to date, with 100% actioned within 48 hours.
  - 78% of the overflowing litter bins were emptied within 24 hours of reporting, for the year to date.
  - 181 people, including 38 on the foreshore, participated in conservation activities in quarter two. The 271 attendances achieved for the year to date are well above target.
  - 38 animals were reclaimed by their owners making up 45% of the animals collected in this quarter.



**WELL-GOVERNED**

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

- Highlights**
- 97% of Council decisions were made at meetings open to the public, with only 3% closed to the public due to private or commercial information.
  - 97% of the 119 Council Annual Action Plan actions are on track, with 13 completed, 104 in progress and two not yet commenced.
  - 99 consultations were offered for community input for the year to date. Projects for community consultation included Libraries, community centres, Spring Fair, Carols by Kingston and Talking Kingston.
  - 81% of customer care telephone calls were resolved at the first point of contact.



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	This is an annual indicator. Results will be available after June 2025.	N/A	N/A	...

#### 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 is an annual indicator. Results will be available after June 2025.	N/A	N/A	...

#### 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 95 events were held from July-December 2024, including library events, farmers markets, larger community events, and citizenship events. Through Council's website and promotion materials, attendees were encouraged to use sustainable transport such as walking, cycling or public transport and leave the car at home.	26	95	...

 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	This is an annual indicator. Results will be available after June 2025.	N/A	N/A	





#### 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 96% of planning application decisions for multi-unit dwelling applications for the year to date had five or less objections.	95%	96%	

#### 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	A total of two new social and community housing dwellings were approved between October and December 2024.	N/A	2	

#### 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	A total of 23,971 participants attended Festivals this year, included Spring Fair and Carols by Kingston, both of which had record attendance for quarter two. There were also two citizenship ceremonies in the quarter.	16,000	23,971	
Si 8. Community satisfaction rating for Council-run large scale events	Arts, Events & Libraries	Two large scale events took place in this quarter, Spring Fair and Carols by Kingston. Spring Fair achieved a satisfaction rating of 77.7%, while 91.2% of attendees were satisfied with Carols by Kingston.	80.00%	86.70%	
Si 9. Number of participants at programs provided by Council at Council-managed community centres	Inclusive Communities	A total of 21,630 participants attended programs provided by Council at Council-managed community centres this year. Community attendance continues to grow within Council managed community centres, due to the introduction of new programs and promotion of the centres.	14,900	21,630	
Si 10. Community Satisfaction rating for satisfaction with City of Kingston arts and cultural programs and events	Arts, Events & Libraries	This is an annual indicator. Results will be available after June 2025.	N/A	N/A	

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	This is an annual indicator. Results will be available after June 2025.	N/A	N/A	...
Si 12. Number of plants distributed as part of Council's Free Plant Vouchers scheme	City Strategy	This is an annual indicator. Results will be available after June 2025.	N/A	N/A	...
Si 13. Percentage reduction in corporate greenhouse emissions	City Strategy	This is an annual indicator. Results will be available after June 2025.	N/A	N/A	...
Si 14. Number of Gardens for Wildlife assessments of residential gardens	City Strategy	The City of Kingston delivered 22 in-person Gardens for Wildlife assessments across the southern and northern suburbs in quarter two, achieving a year-to-date total of 57 assessments. We also continued to offer online assessments to support access for a broad range of community members.	45	57	...

### 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 12 Environmentally Sustainable Design Assessments were undertaken for planning applications between July and December 2024. Council received 50% fewer larger planning applications that fit the criteria for an assessment compared to the previous year and this has affected the quarter two result.	20	12	...

### 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	This is an annual indicator. Results will be available after June 2025.	N/A	N/A	...

 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	This is an annual indicator. Results will be available after June 2025.	N/A	N/A	

#### 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 1,191 electric vehicle charging sessions in quarter two, providing a total of 2,215 sessions for the year to date. The steady increase in usage demonstrates the growing awareness of the chargers, combined with the increasing popularity of electric vehicles.	750	2,215	
Si 19. Number of Electric Vehicle charging stations introduced into Kingston	City Strategy	This is an annual indicator. Results will be available after June 2025.	N/A	N/A	

#### 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	This is an annual indicator. Results will be available after June 2025.	N/A	N/A	

#### 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 landfills with an efficient kerbside recycling and green organics collection service.  The landfill diversion of 53.34% is affected by the lower recycling tonnages since the introduction of the Container Deposit Scheme.	55.80%	53.34%	
Si 22. Number of participants engaged in environmental education opportunities	City Strategy	Community members participated in environmental and sustainability events, including Biketober, Aussie Bird Count, Spring Fair, zero waste workshops and energy efficiency and heat preparedness education events. There were 5,576 recorded participants across 15 City of Kingston-run events in quarter two, reaching a year-to-date total of 6,584 participants.	212.50	6,584.00	

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 five workshops and events were held including a STEM Hackathon Pitch, Sustainable Business Breakfasts and end-of-year business leaders networking. In addition, mentoring to support local businesses was scheduled and a meeting with Cheltenham traders facilitated.	10	13	...
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 124 applications decided within 10 days for the year to date, well above target.	30	124	...
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 the City of Kingston's permit process, with 45 businesses assisted this year.	95%	100%	...

### 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 22 footpath trading applications were received for the year to date, with 100% processed within 15 days. The City of Kingston's efficient processing of applications supports local businesses to thrive.	90%	100%	...

 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	This is an annual indicator. Results will be available after June 2025.	N/A	N/A	


### 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	This is an annual indicator. Results will be available after June 2025.	N/A	N/A	

### 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	This is an annual indicator. Results will be available after June 2025.	N/A	N/A	

### 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	This is an annual indicator. Results will be available after June 2025.	N/A	N/A	

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	11 Council plans and strategies for the year to date were taken for consultation to the Bunurong Land Council for their advice, input and feedback.	N/A	9	...
Si 32. Number of Council buildings displaying Aboriginal cultural acknowledgment	Inclusive Communities	155 Council buildings across the City of Kingston display an Acknowledgement of Country.	155	155	...

#### 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	This is an annual indicator. Results will be available after June 2025.	N/A	N/A	...
Si 34. Percentage of Kingston's sporting facilities that are female friendly	Active Kingston	This is an annual indicator. Results will be available after June 2025.	N/A	N/A	...

#### 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	All conferees for citizenship provided by the Department of Home Affairs in this quarter were invited to attend a ceremony.	N/A	328	...



 On track
  Monitor
  Off-track
  Trend Indicators
  Annual Indicators

#### 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	This is an annual indicator. Results will be available after June 2025.	N/A	N/A	...
Si 37. Number of carers and children attending story times	Arts, Events & Libraries	A total of 11,249 carers and children attended story times this year. Attendance at the various story time sessions remains high. Children's Book Week attracted more attendees than usual.	10,200	11,249	...
Si 38. Percentage of library collection purchased within last 5 years	Arts, Events & Libraries	This is an annual indicator. Results will be available after June 2025.	N/A	N/A	...

#### 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	Our home maintenance and modifications service supports vulnerable people to remain in their homes safely. Demand remains steady for home modifications tasks and there has been an increase of hours provided to support this.	5,500	5,579	...
Si 40. Percentage of Council buildings compliant with Disability (Access to Premises - Buildings) Standards 2010	Infrastructure	This is an annual indicator. Results will be available after June 2025.	N/A	N/A	...

#### 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	Sector-wide shortages of support workers and a lack of referrals for personal care, respite and individual social support has resulted in this indicator being below target. The majority of referrals were for domestic care as older people are moving straight onto a Home Care Package and by-passing the Commonwealth Home Support Program.	72,726	57,418	...
Si 42. Number of immunisations administered by Council	Family, Youth & Children's Services	This is an annual indicator. Results will be available after June 2025.	N/A	N/A	...
Si 43. Participation in Learn to Swim program	Active Kingston	This is an annual indicator. Results will be available after June 2025.	N/A	N/A	...
Si 44. Participation in the MCH service	Family, Youth & Children's Services	Year-to-date has shown good engagement with families with young children participating in the City of Kingston's Maternal and Child Health service.	42.72%	67.20%	...
Si 45. Participation in the MCH service by Aboriginal children	Family, Youth & Children's Services	Year-to-date has shown good engagement with aboriginal families with young children participating in the City of Kingston's Maternal and Child Health service.	35.21%	73.21%	...
Si 46. Utilisation of aquatic facilities	Active Kingston	The City of Kingston's Waves Leisure Centre had 340,610 visits by community members for the year to date, which is two visits per head of municipal population. There was strong attendance across all programs, including Learn to Swim, group fitness classes and gym usage. with participation reflecting membership numbers.	1.62	2.08	...

STRATEGIC DIRECTION:

# Healthy & Inclusive

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

### 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	All feedback received by Family Support Services clients and families has been positive year to date.	80%	100%	...
Si 48. Satisfaction with Kingston's youth services support & counselling program	Family, Youth & Children's Services	Young people received a voluntary option to provide feedback on Counselling and Youth Work Support Services. Of the young people providing feedback this quarter they reported feeling 100% in being safe, included and heard. The service continues to receive overwhelmingly positive comments regarding the support and counselling provided to young people.	80%	100%	...

### 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	This is an annual indicator. Results will be available after June 2025.	N/A	N/A	...



## 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	This is an annual indicator. Results will be available after June 2025.	N/A	N/A	...
Si 51. Time taken to action food complaints	City Economy & Innovation	This is an annual indicator. Results will be available after June 2025.	N/A	N/A	...

#### 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	This is an annual indicator. Results will be available after June 2025.	N/A	N/A	...

#### 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	A year-to-date total of 312 graffiti removal requests were actioned, with 187 requests actioned in quarter two.	200	312	...
Si 54. Percentage of graffiti removal requests allocated to Council's contractor actioned within 48 hours	City Works	A total of 100% 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%	100%	...

 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	This is an annual indicator. Results will be available after June 2025.	N/A	N/A	
Si 56. Satisfaction with prevention of family violence programs run by Kingston	Inclusive Communities	This is an annual indicator. Results will be available after June 2025.	N/A	N/A	

#### 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 36 pets (45.56%) were reclaimed by their owners in quarter two, including 33 dogs and 3 cats from 86 animals collected. The animal reclaim rate was affected by the number of animals without an identification tag, registration or microchip, therefore the owner could not be contacted to facilitate the animal's return.	60.10%	45.56%	

#### 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	A total of 77.87% of the overflowing litter bins reported by the community were emptied within 24 hours. A new contractor commenced in this period and service levels were below target as they adjusted to the new contract and site locations.	100.00%	77.87%	
Si 59. Participation in Friends of Kingston groups	Open Space	A total of 181 people, including 38 on the foreshore, participated in conservation activities in quarter two. The 271 attendances achieved for the year to date are well above target.	58	271	

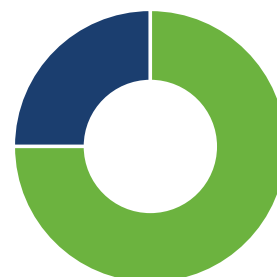
STRATEGIC DIRECTION:

# 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	A total of 95% of the Freedom of Information requests were completed within statutory timeframe guidelines. Of the 20 decisions made this year, one (5%) was late due to the processing of over 1,696 documents as part of the request. Eight (40%) were completed outside of the Freedom of Information Act, promoting transparency within the organisation. A further seven requests have lapsed or been withdrawn.	80%	95%	...


#### 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	Council made a total of 22 resolutions during the quarter; all were in meetings open to the public.	5.50%	3.17%	...
Si 62. Community satisfaction with Council decisions made in the interest of the community	Governance, Risk & Integrity	This is an annual indicator. Results will be available after June 2025.	N/A	N/A	...





 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 119 Annual Action Plan 2024-25 actions, 13 have been completed, 104 are 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%	97%	

#### 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 76 consultation projects were offered for community input during the reporting period. This includes consultation projects on Your Kingston Your Say, opportunities to provide feedback via Traffic, Infrastructure and Active Kingston bulletins and workshops with the Representative Community Panel. During the reporting period, community input was sought on a number of topics/projects, including Libraries, Community Centres, Spring Fair, Carols and Talking Kingston. Note: consultations were reduced from early December due to the holiday period.	20	76	
Si 65. Satisfaction with community consultation and engagement	Advocacy, Communications & Engagement	This is an annual indicator. Results will be available after June 2025.	N/A	N/A	

#### 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	81.12% of customer care telephone calls were resolved at the first point of contact. Improvements made during quarter two contributing to the result include expanding Council's customer knowledge-bank and live coaching of Customer Service Officers. Complex requests that cannot be resolved immediately are referred to the relevant departments for action.	80.00%	81.12%	
Si 67. Percentage of Councillor requests and complaints resolved within 14 days	Customer Experience & Corporate Performance	A total of 655 Councillor requests, Councillor Complaints and Community Complaints were received during the period between October – December 2024. 78.93% were resolved within a 14 day period (10 business days).	55.00%	78.93%	





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# Ordinary Council Meeting

28 April 2025

Agenda Item No: 10.2

## DRAFT COUNCIL & WELLBEING PLAN 2025-29 AND DRAFT ANNUAL ACTION PLAN 2025-26

**Contact Officer:** Annette Forde, Senior Corporate Planning and Performance Officer  
Dillon Grech, Team Leader Corporate Performance

### Purpose of Report

To present the draft Council & Wellbeing Plan 2025–29 and draft Annual Action Plan 2025–26 and seek approval to release them for a public exhibition period.

### 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 endorse the draft Council & Wellbeing Plan 2025–29 and draft Annual Action Plan 2025–26 to be released for a public exhibition period.

## 1. Executive Summary

The purpose of this report is to provide Council with the draft Council & Wellbeing Plan 2025–29 and draft Annual Action Plan 2025–26 and seek approval to release both documents for a public exhibition period.

Under the Local Government Act 2020, all local governments are required to prepare a Council Plan at the start of a new Council term. Likewise, the Public Health and Wellbeing Act 2008, requires all local governments to prepare a Municipal Public Health and Wellbeing Plan. These two legislative requirements have been integrated to create the Council & Wellbeing Plan.

The Council & Wellbeing Plan 2025–29 will guide decisions about Council's priorities during its four-year term and has been developed from a strong foundation of community engagement and data review. The key directions and objectives are:

Key Direction	Objective
<b>Healthy &amp; Connected</b>	We are a healthy, inclusive and accessible community, where social connections thrive and everyone feels supported and safe.
<b>Vibrant &amp; Prosperous</b>	We are a welcoming, lively and creative city that celebrates our well-utilised community spaces and thriving local businesses.
<b>Liveable &amp; Sustainable</b>	We live in a sustainable, well-planned and maintained city that preserves neighbourhood character, protects the environment and is future-focused.
<b>Responsibly Governed</b>	We are a transparent and efficient organisation that is accountable, responsive and cost-effective.

The draft Annual Action Plan 2025–26 outlines the key actions that Council will undertake during the first year of the Council & Wellbeing Plan 2025–29, working towards achieving the Kingston Community Vision and Council Vision.

Pending endorsement by Council, the draft Council & Wellbeing Plan 2025–29 and the draft Annual Action Plan 2025–26 will be released for a public exhibition period from 29 April to 19 May 2025.

Feedback will then be collated and considered before the final Council & Wellbeing Plan 2025–29 and final Annual Action Plan 2025–26 are presented for Council's consideration in June 2025.

## **2. Background**

Councils are required by the Local Government Act 2020 to develop a four-year Council Plan to set key directions, objectives and strategies to work towards achieving the Community Vision. Councils are also required by the Public Health and Wellbeing Act 2008 to develop a four-year Municipal Public Health and Wellbeing Plan to contribute to protecting and improving the health and wellbeing of the community.

Acknowledging that everything Council does contributes to livability and wellbeing outcomes, these two plans have been combined into the draft Council & Wellbeing Plan 2025–29. This provides a cohesive approach for maximum, positive community impact and reinforces Council's commitment to health and wellbeing.

The process to develop the draft Council & Wellbeing Plan 2025–29 has included:

- Four collaborative workshops with Councillors to determine their vision and priorities for the Council term.
- A robust deliberative engagement process, spanning six sessions over four months with the 48-person Community Engagement Panel.
- Major research and engagement projects
  - [Liveability Survey](#)
  - [Health and Wellbeing Survey](#)
- Consideration of relevant Commonwealth and State legislation, frameworks and plans, including the Victorian Public Health and Wellbeing Plan 2023-27.

## **3. Discussion**

### **3.1 Council Vision – Council's commitment to achieving the Community Vision**

The Community Vision was developed in 2021 by a representative panel of community members and illustrates the community's hopes for Kingston for the next 10 years.

Councillors developed a Council Vision in 2025 to demonstrate their commitment to achieving the Community Vision. Both visions will be used to guide Council's decision making over the 4-year Council term.

#### Community Vision

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

Council Vision

*Kingston: Unique, Connected, Thriving!*

*We are a Council shaping a brighter future that champions wellbeing and safe communities. We are building an accessible and sustainable city that is truly a unique destination where everyone belongs.*

**3.2 Key directions, Objectives and Strategies**

The draft Council & Wellbeing Plan 2025–29 includes four key directions and objectives for Council’s delivery of the Community and Council Visions, along with strategies to deliver the objectives (‘What we will do...’) and strategic indicators to measure progress towards achieving the strategies. The tables below outline the four key directions and subsequent objectives and strategies:

<b>Key Direction</b>	<b>Healthy &amp; Connected</b>
<b>Objective</b>	We are a healthy, inclusive and accessible community, where social connections thrive and everyone feels supported and safe.
<b>What we will do to achieve our objective</b>	<ul style="list-style-type: none"><li>• Provide affordable, accessible and high-quality local services that address the different needs of our community members.</li><li>• Support our diverse and growing community to participate in community life and strengthen connections to foster a sense of belonging and address loneliness and isolation.</li><li>• Provide environments and services that promote and support mental and physical health and wellbeing.</li><li>• Support our community to feel safe and be safe.</li><li>• Prevent and reduce all forms of family violence in our community.</li><li>• Empower and nurture our community to develop and lead community-based initiatives.</li></ul>

<b>Key Direction</b>	<b>Vibrant &amp; Prosperous</b>
<b>Objective</b>	We are a welcoming, lively and creative city that celebrates our well-utilised community spaces and thriving local businesses.
<b>What we will do to achieve our objective</b>	<ul style="list-style-type: none"><li>• Support activity centres and shopping villages to be vibrant, unique and destination-focused.</li><li>• Support local businesses to stay in Kingston and thrive.</li><li>• Explore and engage in partnerships with local businesses and organisations to enhance leisure and entertainment opportunities for the community.</li><li>• Provide and promote vibrant community spaces that support public arts and are welcoming for all.</li><li>• Enhance opportunities for everyone to participate in creative arts, learning and recreational activities and services.</li><li>• Transform and maximise the use of community spaces and enhance libraries and hubs to meet the diverse and changing needs of the population.</li></ul>

<b>Key Direction</b>	<b>Liveable &amp; Sustainable</b>
<b>Objective</b>	We live in a sustainable, well-planned and maintained city that preserves neighbourhood character, protects the environment and is future-focused.
<b>What we will do to achieve our objective</b>	<ul style="list-style-type: none"> <li>• Provide infrastructure and public spaces that enhance liveability, accessibility and are well-maintained now and into the future.</li> <li>• Support appropriate and affordable housing development and infrastructure to meet the current and future needs of our diverse community.</li> <li>• Protect, preserve and enhance our natural environment for current and future generations.</li> <li>• Respond and adapt to the impacts of climate change on our community and infrastructure.</li> <li>• Maintain our neighbourhood character and preserve our heritage and cultural history.</li> </ul>

<b>Key Direction</b>	<b>Responsibly Governed</b>
<b>Objective</b>	We are a transparent and efficient organisation that is accountable, responsive and cost-effective.
<b>What we will do to achieve our objective</b>	<ul style="list-style-type: none"> <li>• Provide value for rates through efficiency and innovation.</li> <li>• Prioritise the current and future needs of the community through effective and sustainable long-term management and planning.</li> <li>• Provide a diverse range of engagement opportunities for our community to influence decision-making.</li> <li>• Enhance promotion of our services and ensure communication with the community is proactive, clear and accessible.</li> <li>• Advocate for more equitable and improved outcomes that respond to the diverse needs of the community.</li> <li>• Provide people-centred customer service that is responsive, effective and empathetic.</li> <li>• Ensure good governance through integrity, accountability, and continuous improvement.</li> </ul>

### 3.3 Annual Action Plan

Annual actions have been prepared, aligned to the draft Council & Wellbeing Plan 2025–29. Officers have reviewed all actions to ensure there is high delivery confidence and they have been included in the 2025–26 Annual Budget. The 107 actions include:

- **11 Major Initiatives:** significant work that will directly contribute to the achievement of the Council & Wellbeing Plan 2025-29 and be a major focus in the Annual Budget.
- **65 Initiatives:** projects that lead to improvements in the service. Also listed in the Annual Budget.
- **31 Strategies or Plans:** the development or implementation of a City of Kingston strategy or plan.

## 4. Consultation

<b>Group</b>	<b>Method</b>
Councillors	Councillors determined the Key Directions, Objectives and Strategies of the draft Council & Wellbeing Plan 2025–29 through four collaborative workshops. Councillor comments and priorities from workshops were considered to inform the actions for 2025–26.
Community	The draft Council & Wellbeing Plan was shaped by three major engagement projects:

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Ordinary Council Meeting**

**Agenda**

**28 April 2025**

Group	Method
	<ul style="list-style-type: none"><li>• <a href="#">Liveability Survey</a></li><li>• <a href="#">Health and Wellbeing Survey</a></li><li>• Community Engagement Panel</li></ul>
Internal Consultation	Council's Senior Leadership Team provided evidence-based data to inform the development of the draft Council & Wellbeing Plan 2025–29. The draft Annual Action Plan 2025–26 was developed in collaboration with all departments across the organisation.
Public Exhibition	<p>The draft Council &amp; Wellbeing Plan 2025–29 and draft Annual Action Plan 2025–26 will be tabled at the Council Meeting on 28 April for consideration to commence public exhibition.</p> <p>Public exhibition provides the community with an opportunity to provide feedback on the draft documents. Feedback received will be consolidated for consideration when finalising the Council &amp; Wellbeing Plan 2025–29 and Annual Action Plan 2025–26, prior to the final documents being presented to the Council Meeting in June 2025 for adoption.</p>

## **5. Compliance Checklist**

### **5.1 Council Plan Alignment**

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

Strategy: Hold ourselves to the highest standard of governance and integrity

### **5.2 Governance Principles Alignment**

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

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

Development of the Council Plan and Municipal Public Health and Wellbeing Plan (the Council & Wellbeing Plan 2025–29) is a legislative requirement and ensures sustainable outcomes for the community.

### **5.3 Financial Considerations**

The Annual Action Plan for each year of the four-year Council term will be delivered through Council's Annual Budget.

### **5.4 Risk considerations**

There are no medium or major risks forecast for the delivery of the Council & Wellbeing Plan 2025–29 and Annual Action Plan 2025–26.

### **5.5 Key dates**

Date	Description
<b>29 April to 19 May</b>	<b>Public Exhibition:</b> Public exhibition period to provide the community with an opportunity to provide feedback on the draft documents. Feedback received will be consolidated for consideration when finalising the Council & Wellbeing Plan 2025–29 and Annual Action Plan 2025–26, prior to the documents being presented for Council's consideration for adoption in June.

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**28 April 2025**

<b>10 June</b>	<b>Draft Agenda:</b> Feedback from the public exhibition period and the final Council & Wellbeing Plan 2025–29 and Annual Action Plan 2025–26 presented to Councillors.
<b>23 June</b>	<b>Council Meeting:</b> Final Council & Wellbeing Plan 2025–29 and Annual Action Plan 2025–26 presented for Council consideration for adoption, followed by publication on the City of Kingston website.

**Appendices**

Appendix 1 - Draft Council and Wellbeing Plan 2025-29 (Ref 24/430640)  [↓](#)

Appendix 2 - Draft Annual Action Plan 2025-26 (Ref 25/9473)  [↓](#)

Author/s: Annette Forde, Senior Corporate Planning and Performance Officer  
Dillon Grech, Team Leader Corporate Performance

Reviewed and Approved By: Dillon Grech, Team Leader Corporate Performance  
Chris Heath, Manager Customer Experience and Corporate Performance  
Kate Waters, Acting General Manager Community Strengthening  
Dan Hogan, General Manager Customer and Corporate Support



## **10.2**

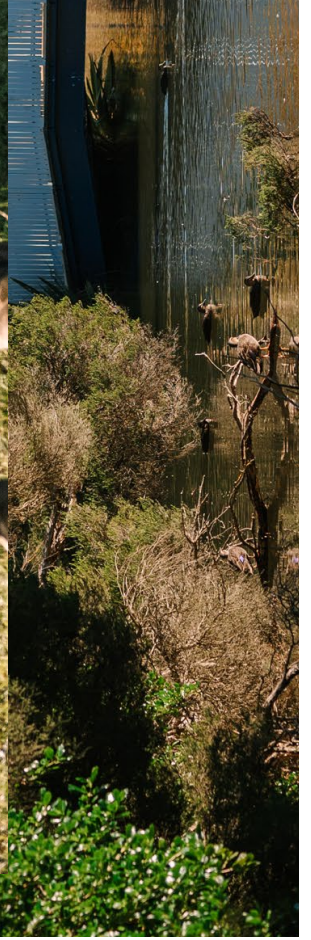
### **DRAFT COUNCIL & WELLBEING PLAN 2025-29 AND DRAFT ANNUAL ACTION PLAN 2025-26**

<b>1</b>	<b>Draft Council and Wellbeing Plan 2025-29 .....</b>	<b>251</b>
<b>2</b>	<b>Draft Annual Action Plan 2025-26 .....</b>	<b>303</b>



# Draft Council & Wellbeing Plan

2025–2029







## Acknowledgement of Country

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

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

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

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# A message from the Mayor



I am proud to present the Council & Wellbeing Plan 2025 – 29, which will guide our work over the next four years and drive our commitment to achieving Kingston's long-term Community Vision.

This plan represents our shared ambition for a city that is Healthy & Connected, Vibrant & Prosperous, Liveable & Sustainable, and Responsibly Governed.

We have a fiscally responsible approach to ensure value for rates while continuing to meet community needs, delivering strong and lasting benefits for our residents.

We recognise there will be challenges ahead, but we are committed to embracing opportunities as they arise, finding innovative solutions to support and strengthen our city.

For the first time, our Council Plan also incorporates our Municipal Public Health & Wellbeing Plan, reinforcing the importance of health and wellbeing in everything we do.

Every decision we make has the potential to impact the health and wellbeing of our residents and visitors, and we are committed to supporting equity, fostering social connections, and ensuring safe, inclusive spaces for all.

Kingston is a unique, connected, and thriving city, and together, we are shaping a future where everyone belongs.

I look forward to working with Councillors, Council staff, and our community to deliver the priorities set out in this plan and create a lasting legacy for future generations.

**Mayor Cr Georgina Oxley**  
Longbeach Ward Councillor

# Our Council



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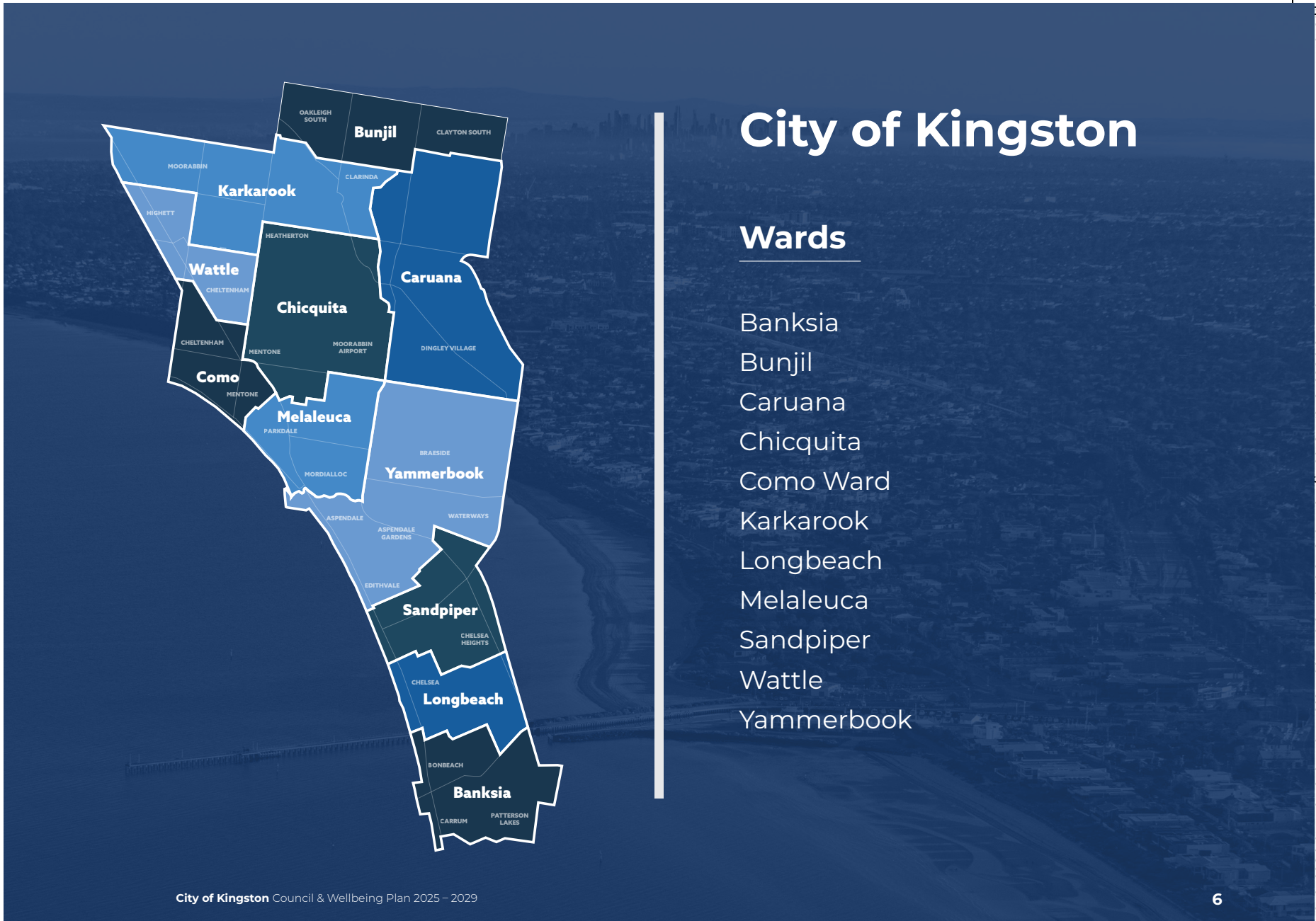


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# A message from our CEO



The Council & Wellbeing Plan 2025–29 sets a clear and strategic direction for Kingston, ensuring we continue to meet community needs while maintaining a responsible and sustainable approach.

This plan brings together the Council Plan and the Municipal Public Health & Wellbeing Plan for the first time, recognising that everything we do plays a role in improving the health, wellbeing, and overall quality of life for our community. Councils have a unique opportunity to lead initiatives that not only enhance wellbeing but also reduce long-term health costs and improve economic vitality.

Our four key objectives—Healthy & Connected, Vibrant & Prosperous, Liveable & Sustainable, and Responsibly Governed—reflect our commitment to a well-planned, connected, and forward-thinking city. We will remain transparent, accountable, and responsive, ensuring we continue to deliver high-quality services, well-maintained infrastructure, and new opportunities that enhance Kingston's character and future prosperity.

This plan is supported by an Annual Action Plan, performance measures, and ongoing reporting to track progress. I encourage everyone to engage with these updates as we work together to build an accessible, sustainable, and welcoming city for all.

Thank you to our Councillors, staff, and community members for shaping this plan. With a shared vision and a strong commitment to progress, we can create a healthier, safer, and more connected Kingston today and into the future.

**Peter Bean**  
Chief Executive Officer



## 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.





“

*Kingston: Unique, Connected, Thriving!*

## **Council Vision**

We are a Council shaping a brighter future that champions wellbeing and safe communities. We are building an accessible and sustainable city that is truly a unique destination where everyone belongs.

”

# Planning for a shared future



The Council & Wellbeing Plan 2025 – 29 establishes Council's direction for the next four years. It is firmly grounded in evidence, reflecting the community's vision for Kingston as a liveable and sustainable city, characterised by green and open spaces, innovation, and a safe, healthy environment for all.

## Legislative Requirements

### Community Vision

Developed by a representative panel of community members in 2021, Kingston's Community Vision incorporates the community's hopes for Kingston for the next 10 years and will help guide Council's decision making into the future.

### Council & Wellbeing Plan

Councils are required by the Local Government Act 2020 to develop a Council Plan to set key directions, objectives and strategies to work towards achieving their long-term Community Vision. Councils are also required by the Public Health and Wellbeing Act 2008 to develop a Municipal Public Health and Wellbeing Plan to contribute to protecting and improving health and wellbeing.

With everything Council does contributing to health and wellbeing, these two plans have been combined in the Council & Wellbeing Plan 2025 – 29. This provides a cohesive approach for maximum positive community impact and reinforces Council's commitment to health and wellbeing.

### Council's responsibility to protect and improve health and wellbeing

The Public Health and Wellbeing Act 2008 requirements include enabling the highest attainable standard of public health and wellbeing by protecting public health and preventing disease, illness, injury, disability or premature death; promoting conditions in which persons can be healthy and reducing health inequalities. Councils are also required to specifically respond to family violence, climate change and the Victorian health and wellbeing priorities.

### Council's responsibility to promote and take action on gender equality

The Gender Equality Act 2020 requires Councils to promote gender equality in their policies, programs and services and address multiple forms of disadvantage and discrimination. A gender impact assessment has been undertaken to ensure that the development of this plan and future Annual Action Plans consider gender and inequality.



# Planning for a shared future



## Guiding Principles

The following principles guide Council to deliver good governance, improve community outcomes and promote the wellbeing of the Kingston community through implementation of the Council & Wellbeing Plan 2025 – 29. They are based on the Governance Principles in the Local Government Act 2020 and Health and Wellbeing Act 2008, expanded to include the City of Kingston context.

### 1. Community outcomes

Prioritise achieving the best outcomes for the municipal community, including future generations, with innovation and continuous improvement.

### 2. Sustainability

Promote economic, social, and environmental sustainability while addressing climate change risks.

### 3. Community engagement

Actively involve the municipal community in strategic planning and decision-making processes.

### 4. Collaboration

Establish partnerships with community organisations, service providers, councils, governments, businesses and statutory bodies to strengthen effectiveness.

### 5. Financial viability

Ensure long-term financial sustainability to support effective governance and services.

### 6. Health equity and social justice

Uphold the principles of access, equity and participation, promote human rights and address systemic barriers to ensure that everyone has fair access to health resources and opportunities.

### 7. Evidence-based decisions

Use data and evidence to guide initiatives, ensuring they are transparent, effective, efficient, and targeted toward those most in need.

### 8. Reconciliation and cultural respect

Commit to reconciliation by acknowledging and addressing the injustices faced by Aboriginal and Torres Strait Islander people, championing their rights, and valuing their contributions to the community.

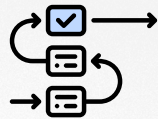




*We are building  
an accessible and  
sustainable city that  
is truly a unique  
destination where  
everyone belongs.*



# Defining Council's role and function



## Our Integrated Approach

Kingston's integrated strategic planning and reporting framework shows the key plans that we use to guide and manage our city.

## Integrated Strategic Planning and Reporting Framework



# Our Roles and Functions

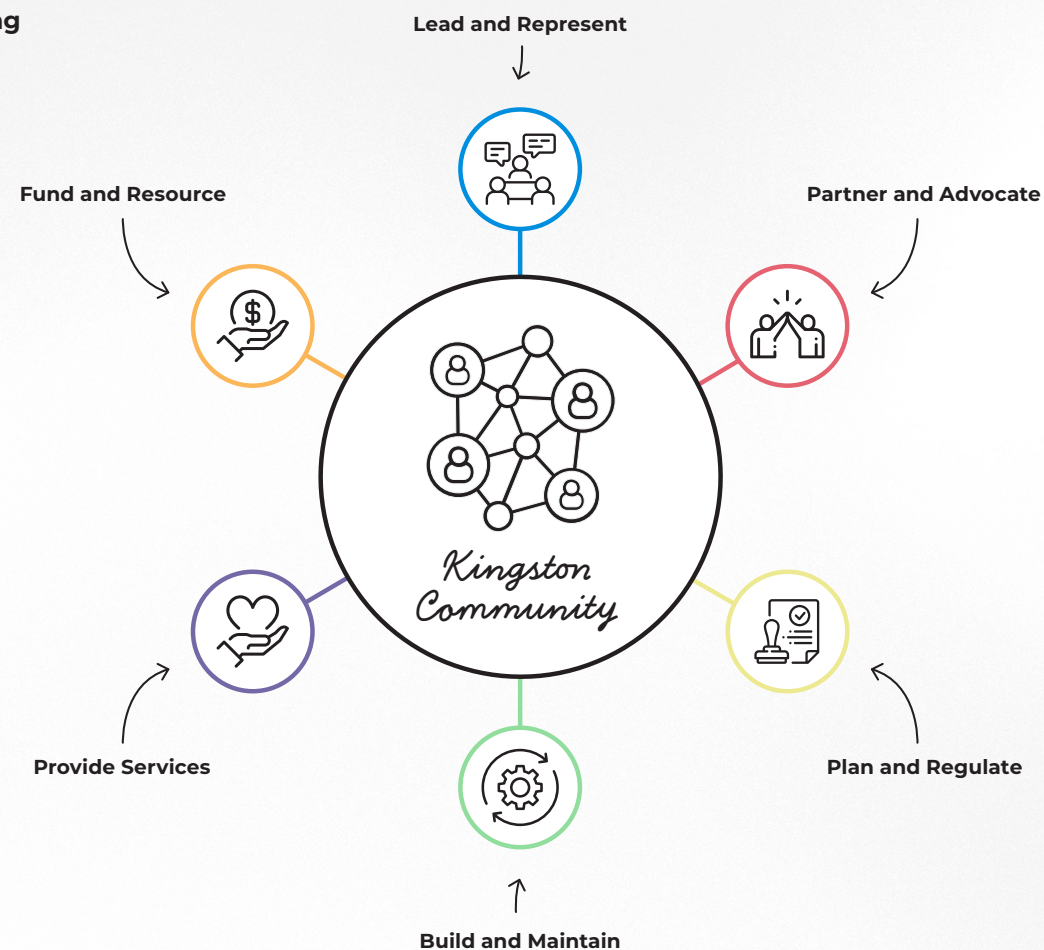


**Council plays a key role in meeting the needs of our community.**

## A partnership approach

Working collaboratively is important for the implementation of the priorities in the Community Vision and Council & Wellbeing Plan 2025 – 29, as Council does not have the funding, powers, or remit to fully deliver these alone.

Council will continue to partner with the community, health organisations, local businesses and policy makers at all levels of government to achieve successful outcomes for our community.



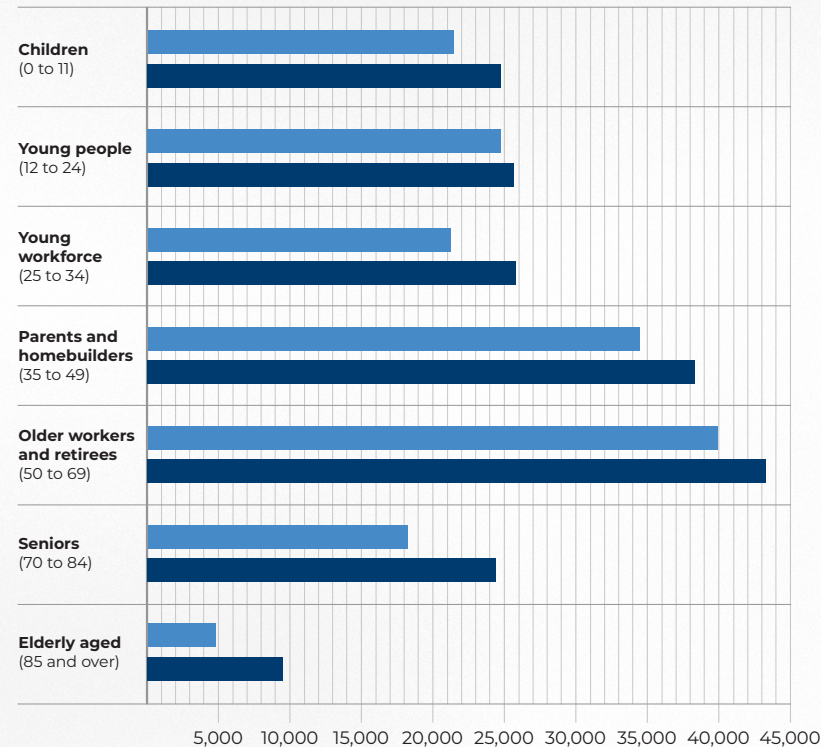




# Kingston Community Snapshot

## Population and forecast breakdown by age

2025 ■ Total Population 165,099    2046 ■ Total Population 192,026\*



\*Note: Includes development assumptions created for the Cheltenham Suburban Rail Loop precinct created by .id, based upon public information available at the time of forecasting (July 2024).



**51.5%** Female    **48.5%** Male



**723** residents identify as Aboriginal and/or Torres Strait Islander



**32%** of residents born overseas



**6%** of residents need assistance due to disability (51% 85+ years)



**14%** of residents aged 15+ are carers for people with a disability, long term illness or older age (16% female, 11% male)

### Top 5 Non-English languages:

1. Greek
2. Mandarin
3. Russian
4. Italian
5. Vietnamese

### Top 5 Overseas countries of birth:

1. UK
2. India
3. China
4. Greece
5. New Zealand





# Kingston Community Snapshot

  
**% Total**  
Household  
type

  
**33%**  
Couples  
with  
children

  
**26%**  
People  
living  
alone

  
**24%**  
Couples  
without  
children

  
**11%**  
One-parent  
families

  
**% Total**  
Household  
tenure


  
**37%**  
Mortgage

  
**34%**  
Fully owned

  
**25%**  
Renting

  
**10.7%**  
Mortgage  
housing stress\*

  
**27.4%**  
Rental  
housing stress\*


  
**\$1,170,000**  
Median house price  
(Dec 2023)


\*% of low-medium income households (2021)

  
**% Total**  
Employment

  
**58%**  
employed  
full time  
(46% female,  
70% male)

  
**32%**  
employed  
part time  
(44% female,  
21% male)

  
**4.3%**  
unemployed  
(4% female,  
4.6% male)

  
**\$1,867**  
Median weekly  
household  
income

Source:  
Compiled by .id (informed decisions) - ABS Census of Population and Housing 2021, Population and household forecasts 2021 to 2046 National Forecasting Program,  
using data from PropTrack Pty Ltd

City of Kingston Council & Wellbeing Plan 2025 – 2029





*Kingston's Liveability  
Survey told us what  
is important to our  
community in their  
neighbourhood...*





# Community Engagement



Providing our community with a genuine voice in decisions that impact them is critical to delivering better outcomes for Kingston. Engaging with the community helps Council shape policies, plan services, improve infrastructure, advocate for community needs and build support for change.

In addition to the insights gained from general community engagement, our Council & Wellbeing Plan was shaped by three major engagement projects:

## Liveability Survey

- Kingston's Liveability Survey told us what is important to our community in their neighbourhood, how neighbourhoods are performing and ideas for change.
- 2,296 people completed the survey through an online survey and in-person feedback.

The respondents represented every suburb in Kingston:



61% women  
38% men  
2% non-binary /  
prefer not to say

7% 15-25 years  
29% 25-44 years  
40% 45-64 years  
25% 65+ years

15% born overseas

## Health and Wellbeing Survey

- Kingston's Health and Wellbeing Survey told us how our community is faring on a range of health, wellbeing, safety and climate topics.
- 1,000 people completed the door-to-door in person survey.

The respondents represented every suburb in Kingston:



50% women  
50% men

5% 15-25 years  
13% 25-24 years  
23% 35-44 years  
18% 45-54 years  
26% 55-74 years  
14% 75+ years

32% spoke a language  
other than  
English at home

2% LGBTIQ+

10% have a disability

## Community Engagement Panel

- Kingston's deliberative panel informed the development of the Council & Wellbeing Plan, Asset Plan and Financial Plan.
- The panel worked together over a series of sessions to develop a set of recommendations that were delivered to the Kingston CEO and Councillors.

The 48 people on the panel were:

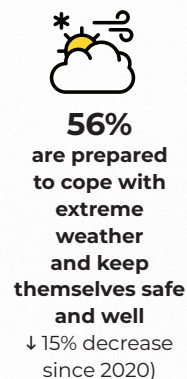
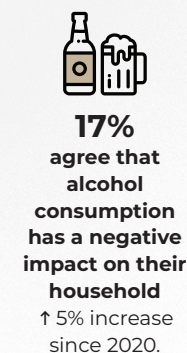
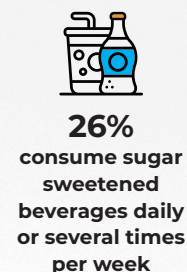
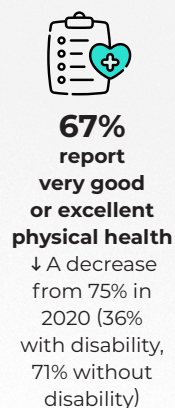
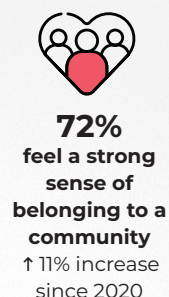


50% women  
48% men  
2% non-binary /  
prefer not to say





## Our health and wellbeing at a glance



### Top 5 reasons for feeling unsafe:

1. Nighttime
2. Poor / no lighting
3. People (e.g. hanging around, creepy, causing trouble)
4. Drugs and alcohol (intoxicated people in public places)
5. Being female

Further detailed information on Kingston's population and health is available at [kingston.vic.gov.au/healthwellbeing](https://kingston.vic.gov.au/healthwellbeing)



Source:  
Metropolis Research 2024, Health and Wellbeing Survey, City of Kingston  
Victoria Population Health Survey 2023  
Crime Statistics Agency, Latest crime data by area - Year ending September 2024, Family violence dashboard

City of Kingston Council & Wellbeing Plan 2025 – 2029



# Our health and wellbeing priorities

**Individually and collectively a healthy and well community is a great asset. Having good health improves wellbeing, our productive capacity and ability to participate in society. Council plays an important role in providing everyone with opportunities to be physically and mentally well as they grow, live, learn, work, play and age.**

Based on a review of our community's current health status and trends over time, alongside community insights and key legislation and policy, including the Victorian Public Health and Wellbeing Plan 2023 - 2027, the following health and wellbeing priorities have been identified:

## Active and healthy living

Designing, building and maintaining environments and promoting physical health and wellbeing by encouraging our community to move more and sit less. It includes opportunities to increase participation in physical activity and encourage active recreation, play, walking and cycling, alongside broader disease prevention and health promotion.

## Healthy eating

Improving access to nutritious, safe and culturally appropriate food for everyone, and promoting a sustainable food future that benefits oral health, mental wellbeing and connection through food.

## Mental wellbeing

Supporting our community to feel connected, safe and respected for who they are. Diversity is celebrated and everyone has access to the basic needs of life, alongside opportunities for participation in community activities, lifelong learning and volunteering.

## Smoking, alcohol & gambling harm

Reducing exposure to and consumption of harmful products including tobacco, vaping, alcohol and gambling. It considers the links with associated health and social impacts including injury, accidents, amenity and violence in the community.

## Free from violence

Supporting our community to feel welcome and included when participating in community life, with a zero tolerance of all forms of violence in the home and our community. It includes promoting gender equality and healthy, respectful relationships.

## A safe community

Creating a community where people are connected and feel safe in their homes and neighbourhoods. It includes designing safe public places and infrastructure, and promoting safe behaviour to prevent injury from drowning, transport accidents and falls.

## Climate change & health

Focusing on the climate emergency and preventing the harm that climate change can have on health. It includes supporting our community to adapt to and manage threats from a changing climate and prioritising actions which both benefit health and reduce emissions at the same time.

## Taking action

For details on strategies that help contribute to Kingston's health priorities, and how we will measure progress - see pages 48-50.





# Our challenges and opportunities

## Enabling better and fairer health and wellbeing outcomes

While many people in Kingston enjoy good health, preventable chronic diseases are increasing, and health inequity is becoming more pronounced. Our health and wellbeing are shaped by our daily lives and the neighbourhoods we live in. Everyone deserves a fair chance to be healthy, regardless of postcode, gender, ability or cultural background.

Council plays a vital role in supporting health and wellbeing through urban planning, open spaces, transport, food environments, and community services. By focusing on reducing inequalities, we can help create a healthier and more connected community for everyone.

## Maintaining a prosperous local economy

Kingston's economy is evolving from traditional industries to service-based sectors. Council is working to support this shift by encouraging local investment and collaborating with businesses and government to drive new growth and create more local jobs.

Our retail sector is thriving in some areas but facing challenges in others. Council's business support programs, streetscape improvements and community events help strengthen local businesses, create lively public spaces and support stable employment – all of which contribute to a stronger, more vibrant local economy.

## Enhancing Liveability

Liveability is shaped by neighbourhood qualities that support wellbeing and quality of life. Kingston's 2024 Liveability Survey highlighted the importance of public open space, natural features, local businesses, walking and cycling paths, and a sense of safety.

Council is committed to improving liveability by maintaining open spaces, playgrounds, libraries, and sports fields, and by fostering cultural and social connections. As our community grows, protecting and enhancing these qualities will ensure Kingston remains a welcoming and supportive place to live.



# Our challenges and opportunities

## Responding to climate and ecological emergency

Climate change poses immediate threats to Kingston's beaches, biodiversity, infrastructure and people. Council's Climate and Ecological Emergency Response Plan targets net zero emissions for operations by 2025 and community-wide net zero by 2030.

As our climate changes, Kingston will be subject to more frequent and intense storm events and increased risks of flooding. Council is working with Melbourne Water on a flood modelling project to better understand and manage these risks. We are determined to ensure Kingston remains resilient in the face of climate change.

## Housing our growing population

Kingston's population is expected to grow by 17.7% to 192,026 by 2046, with the most growth around Highett, Moorabbin and Cheltenham. State planning changes, including the 2023 Housing Statement, the Suburban Rail Loop and Plan for Victoria will likely drive even higher growth.

Council is focused on providing the infrastructure and services needed to support this growth, including more open spaces, recreation facilities and affordable housing. By carefully managing development, we can ensure Kingston remains a place where people feel at home and connected to their community.

## Demand on our services and assets

Council manages a large network of community assets – from roads and drainage to playgrounds and community buildings. As our infrastructure ages, maintaining these assets becomes more challenging.

A significant part of Council's capital budget is needed to keep existing assets in good condition. Careful planning is essential to balance maintenance costs with community needs and funding strategies. By making thoughtful decisions, we can maximise the lifespan of our assets and continue to provide high-quality services.





# Our challenges and opportunities

## Victoria's Big Build Program

The State Government's Big Build Program is transforming Kingston, with 20 level crossings set to be removed by 2029 and Suburban Rail Loop works progressing in Heatherton and Cheltenham.

Council is actively working to ensure these projects deliver positive outcomes for our community. This includes advocating for well-designed Suburban Rail Loop structure plans for Cheltenham and Clayton supporting traders affected by works, and ensuring new infrastructure enhances local liveability and connectivity.

## Planning for our services now and into the future

Delivering effective services in Kingston means adapting to changing needs while managing limited financial and staffing resources. Rising costs, legislative changes and shifting demographics are key challenges.

Council's service planning model helps us respond to these changes, improve efficiency, and ensure services are aligned with community needs. Our goal is to provide high-quality, accessible and responsive services that support the wellbeing of all residents.

## Financial Sustainability

Kingston faces growing financial pressures from population growth, rising service costs, ageing infrastructure and climate change. Rate capping and limited government funding make financial planning even more challenging.

Council is working hard to maintain financial stability while continuing to meet community needs. We offer hardship support and flexible payment options for ratepayers under financial stress. Careful management of resources will ensure we can continue to deliver essential services and infrastructure into the future.





City of Kingston Council & Wellbeing Plan 2025 – 2029

*Our health and wellbeing are shaped by our daily lives and the neighbourhoods we live in.*





# Our Key Directions

The Council & Wellbeing Plan 2025 - 29 includes four Key Directions that provide a roadmap for how we will work towards achieving the aspirations of the Community Vision and the Council Vision.

## Healthy & Connected



### Objective

We are a healthy, inclusive and accessible community, where social connections thrive and everyone feels supported and safe.

## Vibrant & Prosperous



### Objective

We are a welcoming, lively and creative city that celebrates our well-utilised community spaces and thriving local businesses.

## Liveable & Sustainable



### Objective

We live in a sustainable, well-planned and maintained city that preserves neighbourhood character, protects the environment and is future-focused.

## Responsibly Governed



### Objective

We are a transparent and efficient organisation that is accountable, responsive and cost-effective.



# Healthy & Connected







Key Direction

# Healthy & Connected

Objective

**We are a healthy, inclusive and accessible community, where social connections thrive and everyone feels supported and safe.**

## What we will do to achieve our objective

- Provide affordable, accessible and high-quality local services that address the different needs of our community members.
- Support our diverse and growing community to participate in community life and strengthen connections to foster a sense of belonging and address loneliness and isolation.
- Provide environments and services that promote and support mental and physical health and wellbeing.
- Support our community to feel safe and be safe.
- Prevent and reduce all forms of family violence in our community.
- Empower and nurture our community to develop and lead community-based initiatives.

## Importance for health and wellbeing

Being healthy and connected work together to support physical and mental health. Feeling connected to each other and to our community helps foster a sense of belonging and safety, which is essential for overall wellbeing.



Key Direction

# Healthy & Connected

Objective

**We are a healthy, inclusive and accessible community, where social connections thrive and everyone feels supported and safe.**

## How we will measure our progress

- Council's child care centres utilisation rate (excluding sessional kinder).
- Number of new Home Care packages delivered to Kingston residents.
- Participation in the MCH service.
- Number of participants at programs provided by Council at Council-managed community centres.
- Community Satisfaction with Kingston's family support programs.
- Satisfaction with Kingston's youth services support & counselling program.
- Hours of domestic, personal, respite and social support care delivered to people who are older and/or have a disability.
- Number of hours provided by community volunteers to City of Kingston activities.
- Percentage of Kingston's sporting facilities that are gender inclusive.
- Utilisation of aquatic facilities.
- Percentage of female participation in organised sport.
- Number of people participating in aquatic education programs.
- Percentage of graffiti removal requests actioned within two business days.
- Number of road safety education sessions delivered.
- Percentage of residents who are satisfied with local traffic management (e.g., traffic calming, signs, speed limits).
- Percentage of participants satisfied with prevention of family violence programs run by Kingston.
- Satisfaction with training sessions run by Council to support the operations of community groups and organisations.





Key Direction

# Healthy & Connected

Objective

**We are a healthy, inclusive and accessible community, where social connections thrive and everyone feels supported and safe.**

## Community Engagement Panel recommendations

### Commitment to community safety and wellbeing

Incorporating safety and wellbeing of the community within all departmental projects/programmes must be at the forefront of Council's decision-making process.

### Nurture community connections

Create and support opportunities to establish non-existent, and strengthen existing connections between members of the community, community groups and businesses.

## What the data tells us

**49%** worry more now than a year ago about meeting monthly living expenses

**36%** spend eight hours or more sitting on an average weekday  
(higher than Victoria 28%)

**Young people, females, and people with disabilities** feel less safe in local areas

**1,902** family violence incidents recorded in Kingston in 2024  
(increase from 1,820 in 2023)

**21%** of adults experience loneliness

**27%** regularly or sometimes volunteer in their local community



Key Direction

# Healthy & Connected

Objective

**We are a healthy, inclusive and accessible community, where social connections thrive and everyone feels supported and safe.**

## Our Services

- **Access Care**
- **Active Kingston**
- **Compliance & Amenity**
- **Environmental Health**
- **Family, Youth & Children's Services**
- **Inclusive Communities**

## Our Policies, Strategies and Plans

- All Abilities Action Plan 2024 – 2028
- Aquatic Facilities Plan 2020 – 2030
- Child Safe Standards Strategy 2023 – 2026
- Domestic Animal Management Plan 2021 – 2025
- Family and Children's Strategy 2020 – 2024
- Fair Access Policy 2024
- Kingston Grants Program Policy
- Municipal Emergency Management Plan 2024 – 2027
- Play Your Way Strategy 2023 – 2033
- Reconciliation Action Plan 2022 – 2025
- Sports and Recreation Strategy 2018 – 2024
- Youth Services Strategy 2023 – 2026

## Legislative Drivers

- Aboriginal Heritage Act 2006
- Aged Care Act 1997
- Charter of Human Rights and Responsibilities Act 2006
- Disability Act 2006
- Domestic Animals Act 1994
- Education and Care National Law and Regulations
- Emergency Management Act 2013
- Equal Opportunity Act 2010
- Food Act 1984
- Gender Equality Act 2020
- Infringements Act 2006
- Kingston's Community Local Law
- Public Health and Wellbeing Act 2008
- Road Safety Act 1986





# Vibrant & Prosperous





Key Direction

# Vibrant & Prosperous

## Objective

**We are a welcoming, lively and creative city that celebrates our well-utilised community spaces and thriving local businesses.**

## What we will do to achieve our objective

- Support activity centres and shopping villages to be vibrant, unique and destination-focused.
- Support local businesses to stay in Kingston and thrive.
- Explore and engage in partnerships with local businesses and organisations to enhance leisure and entertainment opportunities for the community.
- Provide and promote vibrant community spaces that support public arts and are welcoming for all.
- Enhance opportunities for everyone to participate in creative arts, learning and recreational activities and services.
- Transform and maximise the use of community spaces and enhance libraries and hubs to meet the diverse and changing needs of the population.

## Importance for health and wellbeing

Vibrant and prosperous social and economic conditions foster improved learning and creativity, better quality relationships and greater productivity, all of which contribute to better health and wellbeing.



Key Direction

# Vibrant & Prosperous

## Objective

**We are a welcoming, lively and creative city that celebrates our well-utilised community spaces and thriving local businesses.**

## How we will measure our progress

- Percentage of residents who are satisfied with maintenance and cleaning of public areas.
- Number of business support workshops and events held by Council.
- Percentage of Footpath Trading applications processed within 15 days.
- Number of local organisations engaged to assist in the running of Council's business events.
- Number of attendees at Council-run festivals and civic events.
- Community satisfaction rating for Council-run large scale events.
- Community Satisfaction rating for satisfaction with City of Kingston arts and cultural programs and events.
- Number of participants in arts and cultural development programs.
- Number of local artists supported through Council Grants.
- Number of carers and children attending story times.
- Active library borrowers in the municipality.
- Percentage of residents who are satisfied with Kingston library services (e.g., visiting, borrowing books, storytime, using library resources).
- Arts & Cultural Services - Hours of use of City of Kingston venues.
- Hours of programs provided by Council at Council-managed community centres and hubs.
- Number of participants at programs provided by Council at Council-managed community centres.





Key Direction

# Vibrant & Prosperous

## Objective

**We are a welcoming, lively and creative city that celebrates our well-utilised community spaces and thriving local businesses.**

## Community Engagement Panel recommendations

### Asset Utilisation for Community Outcomes

Council to identify under-performing assets (i.e. currently underutilised/providing minimal community benefits) and implement strategies to maximise their utility by repurposing them in a way that delivers greater community benefits (e.g. make available to entities that provide services that are currently lacking in the area).

## What the data tells us

- **#4** community liveability priority – local businesses that provide for daily needs
- **18,546** locally registered businesses in Kingston, with 99% small and medium-sized
- **73%** satisfied with the quality of community facilities
- **Over 60,000 visitors** to Kingston's arts venues annually
- **Over 400,000 visitors** and 1.2 million loans at Kingston's 8 libraries annually
- **20,000 visitors** to events supporting business precincts in 2023-24



Key Direction

# Vibrant & Prosperous

Objective

**We are a welcoming, lively and creative city that celebrates our well-utilised community spaces and thriving local businesses.**

## Our Services

- **Arts, Events & Libraries**
- **Kingston Business**
- **Property Services**

## Our Policies, Strategies and Plans

- Commercial use of Council Land 2024
- Footpath Activation Policy 2021
- Leasing and Licensing Policy 2018 (under review)
- Kingston Economic Development Strategy 2024
- Kingston Property Strategy 2024
- Library Strategy 2019 – 2030
- Public Art Placement Plan 2023-28
- Public Art Policy 2023-28

## Legislative Drivers

- Environment Protection Act 2017
- Land Acquisition and Compensation Act 1986
- Land Act 1958
- Libraries Act 1988
- Planning and Environment Act 1987





# Liveable & Sustainable







Key Direction

# Liveable & Sustainable

## Objective

**We live in a sustainable, well-planned and maintained city that preserves neighbourhood character, protects the environment and is future-focused.**

## What we will do to achieve our objective

- Provide infrastructure and public spaces that enhance liveability, accessibility and are well-maintained now and into the future.
- Support appropriate and affordable housing development and infrastructure to meet the current and future needs of our diverse community.
- Protect, preserve and enhance our natural environment for current and future generations.
- Respond and adapt to the impacts of climate change on our community and infrastructure.
- Maintain our neighbourhood character and preserve our heritage and cultural history.

## Importance for health and wellbeing

Our health depends on a healthy environment. A safe climate, access to clean water, good quality air and healthy, natural environments are essential for good health and wellbeing. Liveable communities are safe, inclusive and environmentally sustainable.



Key Direction

# Liveable & Sustainable

Objective

**We live in a sustainable, well-planned and maintained city that preserves neighbourhood character, protects the environment and is future-focused.**

## How we will measure our progress

- Percentage of asset renewal and upgrade expenditure compared to depreciation.
- Percentage of residents who are satisfied with infrastructure and public space.
- Percentage of overflowing litter bins reported by the community that are emptied within 24 hours.
- Percentage of planning decisions made by Council that are appealed to VCAT.
- Percentage of Council planning decisions upheld at VCAT.
- Percentage of Council buildings compliant with Disability (Access to Premises - Buildings) Standards 2010.
- Percentage of Kerbside collection waste diverted from landfill.
- Number of fauna sightings recorded on camera traps across Kingston bushland reserves.
- Percentage decrease in the spread of noxious weeds across all Council-managed bushland and foreshore areas.
- Number of participants in Friends of Kingston groups.
- Number of plants distributed as part of Council's Free Plant Vouchers scheme.
- Number of Gardens for Wildlife assessments of residential gardens.
- Number of participants engaged in environmental education opportunities.
- Number of businesses engaged for discussions around emission reduction.
- Number of planning applications that have had an Environmentally Sustainable Design Assessment.
- Percentage reduction in corporate greenhouse emissions.





Key Direction

# Liveable & Sustainable

## Objective

**We live in a sustainable, well-planned and maintained city that preserves neighbourhood character, protects the environment and is future-focused.**

### Community Engagement Panel recommendations

#### Environmentally sustainable strategies

Investigate and implement innovative council programs which incorporate best practices for environmental sustainability.

#### Prioritise funding for maintenance of public works

Ensure funding for the upkeep and maintenance of existing and new public works and aesthetic environment.

### What the data tells us

- **#1** community liveability priority – general condition of public open space
- **#2** community liveability priority – elements of natural environment
- **#3** community liveability priority – access to neighbourhood amenities
- **68/100** Appearance of public areas performance score (similar to 67/100 in 2023)
- **10%** of low-medium income households are in housing stress (spending more than 30% of their income on rent or mortgage)
- **84%** are satisfied with the quality of play and active recreation spaces
- **5%** rate significant harm on their health from climate change (↑ increase from 31% in 2020)



Key Direction

# Liveable & Sustainable

Objective

**We live in a sustainable, well-planned and maintained city that preserves neighbourhood character, protects the environment and is future-focused.**

## Our Services

- **City Development**
- **City Strategy**
- **City Works**
- **Infrastructure**
- **Municipal Building Surveyor**
- **Open Space**

## Our Policies, Strategies and Plans

- Asset Management Policy 2024 – 2028
- Asset Plan 2021 – 2031
- Biodiversity Strategy 2024 – 2029
- Cheltenham Structure Plan
- Cheltenham Suburban Rail Loop Design Advocacy
- Climate and Ecological Emergency Response Plan 2021 – 2030
- Coastal and Marine Management Plan 2022 – 2030
- Community Infrastructure - Framework (in development)
- Green Wedge Management Plan 2023 – 2043
- Integrated Transport Strategy 2020 – 2035
- Kingston Integrated Water Strategy 2022 – 2030
- Open Space Strategy 2023 – 2033
- Mentone Structure Plan
- Mordialloc Structure Plan
- Road Safety Strategy 2022 – 2027
- Play Your Way Strategy 2023 – 2033
- Public Toilet Strategy 2016 – 2026
- Sporting Pavilion Assessment and Prioritisation Policy 2024-2026
- Sporting Reserve Pavilion Development Plan and Pavilion Design Guidelines 2023 – 2030

- Suburban Rail Loop Stabling Facility Design Advocacy
- Urban Cooling Strategy 2020 – 2030
- Urban Forest Strategy 2023 – 2030
- Walking and Cycling Plan 2023 – 2028
- Wayfinding Strategy 2023 – 2033

## Legislative Drivers

- Climate Change Act 2017
- Environment Protection and Biodiversity Conservation Act 1999
- Environmental Protection Act 2017
- Fire Services Property Act 2012
- Graffiti Prevention Act 2007
- Infringements Act 2006
- Planning and Environment Act 1987
- Road Management Act 2004





# Responsibly Governed





Key Direction

# Responsibly Governed

Objective

**We are a transparent and efficient organisation that is accountable, responsive and cost-effective.**

## What we will do to achieve our objective

- Provide value for rates through efficiency and innovation.
- Prioritise the current and future needs of the community through effective and sustainable long-term management and planning.
- Provide a diverse range of engagement opportunities for our community to influence decision-making.
- Enhance promotion of our services and ensure communication with the community is proactive, clear and accessible.
- Advocate for more equitable and improved outcomes that respond to the diverse needs of the community.
- Provide people-centred customer service that is responsive, effective and empathetic.
- Ensure good governance through integrity, accountability, and continuous improvement.

## Importance for health and wellbeing

The opportunity to be heard helps people shape their community, which creates a sense of belonging and being valued. High levels of trust in public institutions and government contributes to strong civic engagement, political participation and economic development, which are essential for overall wellbeing.





Key Direction

# Responsibly Governed

Objective

**We are a transparent and efficient organisation that is accountable, responsive and cost-effective.**

## How we will measure our progress

- Percentage of residents who are satisfied with Council's performance providing value for rates.
- Net operating surplus/deficit percentage variance from budget.
- Percentage of capital works budget forecast to be spent.
- Community satisfaction with Council decisions made in the interest of the community.
- Percentage of residents satisfied with community consultation and engagement.
- Percentage of Kingston website pages that are Web Content Accessibility Guidelines (WCAG) 2.1 - AA standard accessible.
- Percentage of residents who are satisfied with Council's website.
- Percentage of residents who are satisfied with Council's representation, lobbying, and advocacy on behalf of the community.
- Percentage of Customer Care telephone calls resolved at the first point of contact
- Percentage of Freedom of Information requests completed on time.
- Percentage of Council & Wellbeing Plan Annual Action Plan actions on track.



Key Direction

# Responsibly Governed

Objective

**We are a transparent and efficient organisation that is accountable, responsive and cost-effective.**

## Community Engagement Panel recommendations

### Evidence-based decision making

Utilise the most relevant, current and accurate evidence-based data in the decision making process with consideration of other aspects including financial position.

### Planning for the future

Plan to be long-term focused and take into consideration emerging technologies.

### Create alternative revenue sources

Council to utilise existing underused assets and services to generate revenue from external sources.

### Sustainable decision making

Consider opportunities for implementing sustainable and/or renewable resources when planning programs or projects.

### Prioritise community needs over wants

Use the available data to prioritise the needs of the majority of the community over the wants of the community, including the needs of the vulnerable.

### Accountable community communication

Focus on open lines of communication between Council and community. Communications reach the community in a form that is accessible to all (e.g. translated and all mediums).

## What the data tells us

- **252** community consultations in 2023-24
- **72/100** Customer service performance score (similar to Metro. Melb. 71/100)
- **55/100** Lobbying on behalf of the community performance score (↑ up 4 points from 2023)
- **58/100** Value for money in services and infrastructure performance score (↑ up 4 points from 2023)
- **59/100** Decisions made in the interest of the community performance score (↑ up 4 points from 2023)





Key Direction

# Responsibly Governed

Objective

**We are a transparent and efficient organisation that is accountable, responsive and cost-effective.**

## Our Services

- **Advocacy, Engagement & Communication**
- **Customer Experience & Corporate Performance**
- **Finance**
- **Governance, Risk & Integrity**
- **Information Services & Strategy**
- **Office of the Chief Executive**
- **People & Culture**
- **Procurement & Contracts**
- **Project Management Office & Major Projects**

## Our Policies, Strategies and Plans

- Advocacy Strategy 2023 –2026
- Community Engagement Policy
- Complaint Resolution Policy 2024
- Customer Experience Improvement Strategy (2021)
- External Communications Strategy 2023 – 2025
- Fraud and Corruption Policy
- Gender Equality Action Plan 2021 – 2025
- Good Governance Framework
- Long Term Financial Plan 2024/25 – 2033/34
- Our Customer Commitment
- Our Roadmap: Council Plan 2021 – 2025
- Public Transparency Policy
- Rates Hardship Policy
- Revenue and Rating Plan 2024 – 2028

## Legislative Drivers

- Charter of Human Rights and Responsibilities Act 2006
- Freedom of Information Act 1982
- Gender Equality Act 2020
- Local Government Act 1989
- Local Government Act 2020
- Occupational Health & Safety Act 2004
- Privacy and Data Protection Act 2014





*Each year Council will develop an Annual Action Plan that identifies actions to achieve...*





## Implementing our plan

**Each year Council will develop an Annual Action Plan that identifies actions to achieve the strategies and objectives in the Council & Wellbeing Plan 2025 – 29. Council will also develop an Annual Budget that identifies the resources necessary to implement the Council & Wellbeing Plan 2025 – 29.**

Our partnership approach is essential for successful implementation of our Annual Action Plan. Ongoing engagement with our partners helps identify shared priorities and opportunities for collaborative action.

## Monitoring our progress

**We regularly report against our Council & Wellbeing Plan through quarterly reporting and Annual Reports. These are endorsed by Council and shared publicly on our website.**

Council also undertakes an annual Community Satisfaction Survey, asking the community to provide feedback on Council's performance across key service areas. The results help determine priorities and areas for improvement.

In addition, the Liveability Survey and Health and Wellbeing Survey are held every four years to monitor changes in our community and review health and wellbeing priorities.

# Monitoring our health and wellbeing

Changes to community health and wellbeing only become apparent over time. We will use the following health trend measures to track and report significant changes in our community's health and wellbeing over the long term.

**Active and healthy living**

- Self-reported physical health status.
- % engaging in sufficient levels of moderate physical activity.
- % walking or cycling to selected destinations (work/study, local shops/facilities).
- % who sit for eight hours or more per day.
- % who are satisfied with the quality of public open spaces and community facilities in their local area.

**Healthy eating**

- % consumed at least two servings of fruit every day.
- % consumed at least five servings of vegetables per day.
- % of adults consuming recommended number of serves of fruit and vegetables.
- % consume sugar-sweetened soft drinks daily.
- % who were worried about running out of money to buy food in the last 12 months.
- % overweight.

**Mental wellbeing**

- % who self-reported their mental health status as good, very good or excellent.
- % experiencing loneliness.
- % with high or very high levels of psychological distress.
- % who feel a strong sense of belonging to a community.
- % regularly or sometimes volunteer.
- % belong to a formal or informal club or community group.
- % agree screen time and social media have a negative impact on mental wellbeing.
- % that worry about being able to meet normal monthly living expenses.
- % that report the household has experienced cost of living pressures over the last 12 months.
- % homeless or living in social housing.
- % of housing that is affordable to very low, low, and moderate income households to rent or buy in Kingston.
- Unemployment rate.
- % aged 15-24 years who are engaged in employment and/or education.
- % of children at school entry who are vulnerable on one or more domain.



# Monitoring our health and wellbeing continued

Changes to community health and wellbeing only become apparent over time. We will use the following health trend measures to track and report significant changes in our community's health and wellbeing over the long term.

## Smoking, alcohol & gambling harm

- % 10 or less standard alcoholic drinks per week.
- % 4 or less standard alcoholic drinks per day.
- % agree that alcohol consumption has a negative impact on their household.
- Hospital admission for alcohol rate per 100,000 people, total population and 0-24 years.
- Hospital admission for illicit drugs, rate per 100,000 people, total population and aged 0-24 years.
- % smoke tobacco or vape.
- % agree that gambling causes harm in their neighbourhood.

## Free from violence

- % who know where to go or who to contact if they needed to get advice or support for someone about family violence issues.
- Total family incidents rate per 100,000 people.
- % agree they have experienced of discrimination in the last 12 months, and various types of discrimination experienced.
- % agree that multiculturalism makes life better.

## A safe community

- % feel safe in selected situations (during day/night - local area, public transport, foreshore & local beaches, parks and reserves, shopping centres).
- % rate different crimes and anti-social behaviours as a problem in their neighbourhood (theft, break-ins, graffiti, vandalism, street drinking, aggressive behaviour, scammers).
- % emergency department presentations for injury, poisoning and certain other consequences of external causes.
- Total criminal incidents per 100,000 people.
- % agree they can call on neighbours for help in an emergency.
- Performance score for sense of neighbourhood safety (from crime, traffic, pollution etc).
- Performance score for sense of personal safety (for all ages, genders, day or night).

## Climate change & health

- % selected significant harm regarding whether they think climate change is currently harming them and / or their household's health.
- % household is prepared / very prepared to cope with extreme weather and keep safe and well.
- % reporting mental health concerns related to climate change.
- Performance score for sustainable behaviours in the community (water management, solar panels, recycling etc).

## Appendix 1: Summary of health and wellbeing strategies which strongly contribute to Kingston's health priorities

Health and Wellbeing Strategies	Active and healthy living	Healthy eating	Mental wellbeing	Smoking, alcohol & gambling harm	Free from violence	A safe community	Climate change & health
Provide affordable, accessible and high-quality local services that address the different needs of our community members.	●	●	●	●			
Support our diverse and growing community to participate in community life and strengthen connections to foster a sense of belonging and address loneliness and isolation.			●		●	●	
Provide environments and services that promote and support mental and physical health and wellbeing.	●	●	●	●	●	●	●
Support our community to feel safe and be safe.			●		●	●	
Prevent and reduce all forms of family violence in our community.			●	●	●	●	
Empower and nurture our community to develop and lead community-based initiatives.	●	●	●				
Transform and maximise the use of community spaces and enhance libraries and hubs to meet the diverse and changing needs of the population.	●		●			●	
Enhance opportunities for everyone to participate in creative arts, learning and recreational activities and services.	●		●				
Provide infrastructure and public spaces that enhance liveability, accessibility and are well-maintained now and into the future.	●		●				
Support appropriate and affordable housing development and infrastructure to meet the current and future needs of our diverse community.			●				
Protect, preserve and enhance our natural environment for current and future generations.	●		●			●	●
Respond and adapt to the impacts of climate change on our community and infrastructure.			●				●
Provide a diverse range of engagement opportunities for our community to influence decision-making.			●				





City of  
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# Draft Annual Action Plan

2025 – 2026







## Acknowledgement of Country

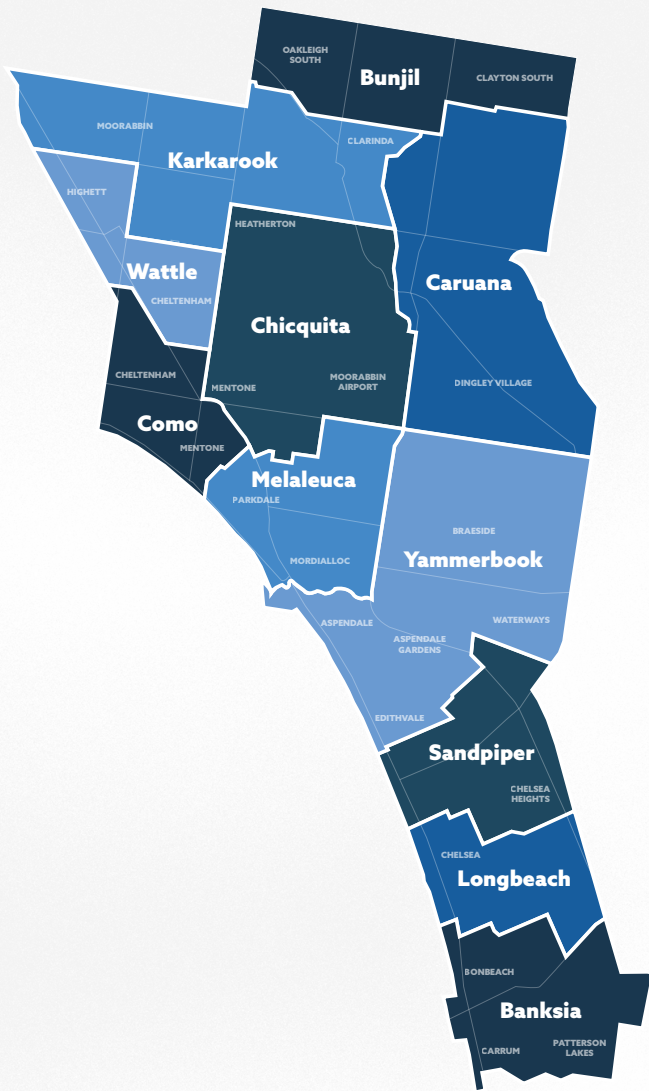
The City of Kingston proudly acknowledges the Bunurong People of the Kulin Nation as the Traditional Owners and Custodians of this land, and we pay our respect to their Elders, past and present.

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

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

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# A message from the Mayor



## *Kingston: Unique, Connected, Thriving!*

Delivering on our community's priorities each year is the core objective of this Annual Action Plan.

We are a Council shaping a brighter future that champions wellbeing and safe communities. We are building an accessible and sustainable city that is truly a unique destination where everyone belongs.

We created our Community Vision together, setting out what you want to see achieved in our community. To bring this vision to life, we developed the Council & Wellbeing Plan 2025 – 29, which sets out our key directions and objectives under four key pillars: Healthy & Connected, Vibrant & Prosperous, Liveable & Sustainable, and Responsibly Governed.

Having a clear vision, defined objectives and a structured plan is essential for turning aspirations into reality. This is precisely the purpose of the Annual Action Plan 2025 – 26. It outlines the specific actions we will take over the coming year to advance these objectives by the end of June 2026. This plan provides a clear pathway for how we will continue to build the Kingston you aspire to live in.

These plans were developed with the Kingston community, and we will continue to keep you informed of our progress through the Kingston Annual Report, Council & Wellbeing Plan quarterly reports, and the annual Community Satisfaction Survey.

Please feel free to reach out at any time for an update or to share your feedback — we are here to support you.

**Mayor Cr Georgina Oxley**  
Longbeach Ward Councillor



# A message from our CEO



A strong community vision for the future of Kingston was developed through the extensive work we did with our representative community panel.

That group spent more than 2,000 hours using input from the community to help shape the future of our municipality. The outcome of this has contributed to the development of the Council & Wellbeing Plan 2025-29.

Our Council & Wellbeing Plan 2025-29 sets out a vision for a healthy & connected, vibrant & prosperous, liveable & sustainable and responsibly governed city.

The Kingston Annual Action Plan 2025-26 focuses on our organisation's commitment to complete 107 actions in the 2025-26 financial year, as well as delivering a range of services aimed at improving quality of life and wellbeing.

This Annual Action Plan is about working together with our community to achieve a shared vision for Kingston's future.

A handwritten signature in black ink, appearing to read 'Peter Bean', written over a thin horizontal line.

**Peter Bean**  
Chief Executive Officer

# Working towards our Community Vision



The Kingston community has set a long-term, ambitious Community Vision which captures local priorities and aspirations. Every four years, Council develops a Council & Wellbeing Plan, which sets the organisation's key directions, objectives and strategies which contribute to the realising of the Community Vision.

The Council & Wellbeing Plan 2025–29 details how we will ensure the Community Vision is attained, while also focusing on how we will work with our community, key stakeholders, community organisations, surrounding municipalities and other levels of government to achieve this.

The Council & Wellbeing Plan is structured into four Key Directions and Strategic Objectives, as follows:

## Healthy & Connected

We are a healthy, inclusive and accessible community, where social connections thrive and everyone feels supported and safe.

## Vibrant & Prosperous

We are a welcoming, lively and creative city that celebrates our well-utilised community spaces and thriving local businesses.

## Liveable & Sustainable

We live in a sustainable, well-planned and maintained city that preserves neighbourhood character, protects the environment and is future-focused.

## Responsibly Governed

We are a transparent and efficient organisation that is accountable, responsive and cost-effective.

“

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.

”



# Planning for a shared future

**Each year the City of Kingston develops an Annual Action Plan, which lists the key actions Council will deliver for our community, and which will move us closer to achieving our Community Vision and Council & Wellbeing Plan 2025–29.**

An integral part of developing the Community Vision and Council & Wellbeing Plan 2025–29, was to provide community engagement opportunities for Council to understand our community's vision for the future of the City of Kingston, and what their specific needs and expectations are of Council.

Our dynamic engagement program, Your Kingston Your Future saw multiple engagement activities occur.

Key themes emerging from all community engagement activity were used to shape the Council & Wellbeing Plan 2025–29 and the Annual Action Plan 2025–26.



**48 person**  
Community  
Panel



**6** face-to-face  
targeted  
workshops



**753.5 hours**  
of Community  
Panel meetings



**724 submissions**  
to Talking Kingston  
to help shape future  
budgets



**2,500 residents**  
participated in  
Neighbourhood  
Liveability Study



**400 residents**  
participated in  
Community Satisfaction  
Survey



**1,000 residents**  
participated in  
Health & Wellbeing  
Survey

# Our Roles and Functions

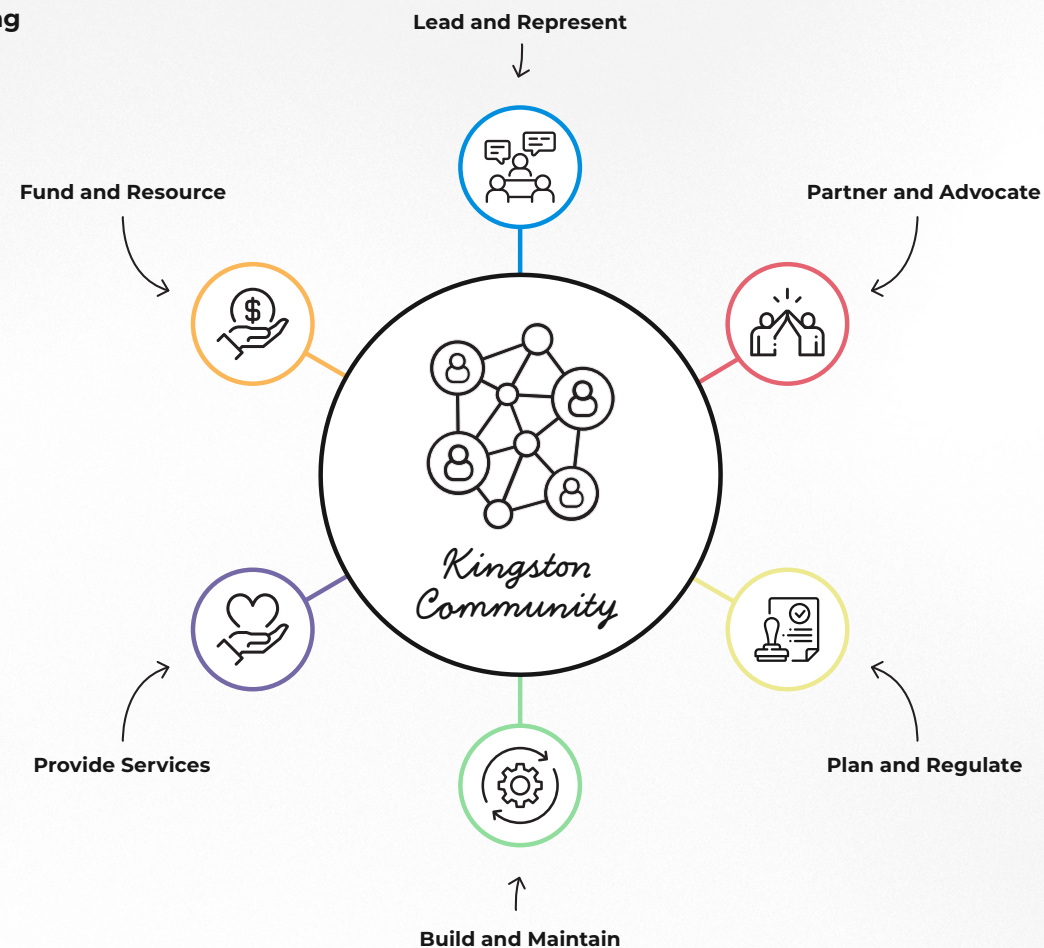


**Council plays a key role in meeting the needs of our community.**

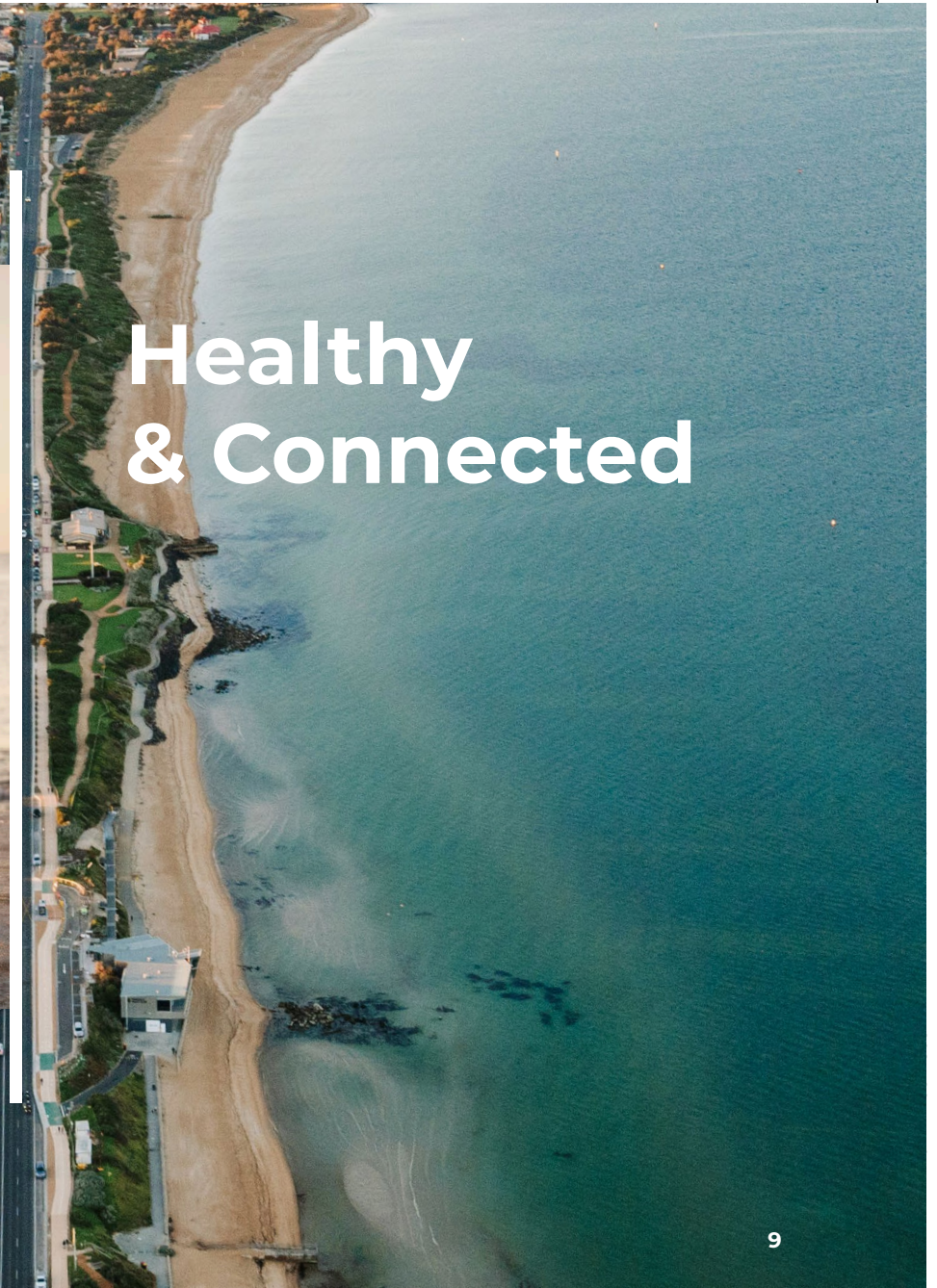
## A partnership approach

Working collaboratively is important for the implementation of the priorities in the Community Vision and Council & Wellbeing Plan 2025–29, as Council does not have the funding, powers, or remit to fully deliver these alone.

Council will continue to partner with the community, health organisations, local businesses and policy makers at all levels of government to achieve successful outcomes for our community.







# Healthy & Connected



## Key Direction

# Healthy & Connected

## Objective

**We are a healthy, inclusive and accessible community, where social connections thrive and everyone feels supported and safe.**

WE WILL:	ACTION	ACTION TYPE	COUNCIL ROLE	LEAD DEPARTMENT
<b>Provide affordable, accessible and high-quality local services that address the different needs of our community members.</b>	Commence development of a new AccessCare Strategy in line with the Australian Government Department of Health and Aged Care reform announcements.	Strategy or plan	Plan and regulate	AccessCare
	Review the Community Connections Program to better respond to the significant rise in homelessness or risk of homelessness.	Strategy or plan	Provide services	AccessCare
	Undertake a disability audit of youth services and develop an action plan to improve access.	Strategy or plan	Provide services	Family, Youth & Children's Services
	Implement a transparent expression of interest process to ensure fair access to all spaces in Community Hubs, optimising the utilisation of Council-managed facilities.	Initiative	Provide services	Inclusive Communities
<b>Support our diverse and growing community to participate in community life and strengthen connections to foster a sense of belonging and address loneliness and isolation.</b>	Commence developing a strategy to guide Council's approach to fairness and wellbeing across key life stages and priority population groups in our community.	Strategy or plan	Build and maintain	Inclusive Communities
	Implement the All Abilities Action Plan (2024-2028) for 2025-26 to improve physical access, social inclusion and economic opportunities for people with disability.	Strategy or plan	Partner and advocate	Inclusive Communities
	Implement community connection initiatives to acknowledge Loneliness Awareness Week 2025.	Initiative	Partner and advocate	Inclusive Communities
	Continue to promote existing programs and services to young people in residential care, including sporting and recreational activities, to improve their access to programs, services, and supports.	Initiative	Provide services	Family, Youth & Children's Services
	Finalise the redevelopment of the Reconciliation Action Plan (2025-28) and commence implementation to build better relationships and opportunities for Aboriginal and Torres Strait Islander peoples and promote respect and equality.	Strategy or plan	Partner and advocate	Inclusive Communities
	Develop a First Nations youth program through the Derrimut Weelam Gathering Place to foster cultural pride, develop skills and create pathways for future education and workforce success.	Initiative	Partner and advocate	Inclusive Communities

## Healthy &amp; Connected

WE WILL:	ACTION	ACTION TYPE	COUNCIL ROLE	LEAD DEPARTMENT
<b>Provide environments and services that promote and support mental and physical health and wellbeing.</b>	Deliver aquatic and leisure centre programs for 2025–26 to support the health and wellbeing of the diverse Kingston community.	Strategy or plan	Provide services	Active Kingston
	Support sports clubs to enhance access and inclusion opportunities to increase community participation in sport and recreation.	Initiative	Provide services	Active Kingston
	Create a localised 2025 campaign to encourage young women to get active.	Initiative	Provide services	Family, Youth & Children's Services
	Design and deliver with council partners local anti-smoking campaigns for young people to strengthen tobacco control and protect children and young people.	Initiative	Partner and advocate	Family, Youth & Children's Services
	Provide information to the community about gambling harm and supports available to reduce harms from gambling in our community.	Initiative	Partner and advocate	Inclusive Communities
	Progress the update of Council's Gambling Policy to prevent and reduce harm from gambling in the City of Kingston.	Initiative	Plan and regulate	Inclusive Communities
	Complete the pilot Community Food Connections study to establish a baseline food profile that will identify future food initiatives to increase healthy eating in the community.	Initiative	Partner and advocate	Inclusive Communities
	Develop an alcohol profile for Kingston to identify opportunities for Council to prevent and minimise alcohol-related harm in our community.	Initiative	Plan and regulate	Inclusive Communities
	Co-design anti-smoking campaigns with secondary school aged young people to reduce the prevalence of vaping.	Initiative	Partner and advocate	Inclusive Communities
	Collaborate with organisational and community partners to support initiatives that promote connection, belonging and good mental wellbeing in the community.	Initiative	Partner and advocate	Inclusive Communities
	Develop and test a model for providing Casual Counsellor training to enhance community skills in supporting people experiencing mental health challenges.	Initiative	Provide services	Inclusive Communities



## Healthy &amp; Connected

WE WILL:	ACTION	ACTION TYPE	COUNCIL ROLE	LEAD DEPARTMENT
<b>Support our community to feel safe and be safe.</b>	Support foreshore clubs to promote and provide increased community participation opportunities and programs around accessibility and water safety.	Initiative	Provide services	Active Kingston
	Develop and adopt the Domestic Animal Management Plan (2026-30) to ensure Kingston remains a place where people and pets can peacefully and safely co-exist.	Strategy or plan	Plan and regulate	Compliance & Amenity
	Strengthen regional community safety networks to identify opportunities for collaboration on projects that improve community safety and create positive change.	Initiative	Partner and advocate	Inclusive Communities
	Deliver transport information sessions for 2025–26 to increase the ability and confidence of the community to use all modes of transport safely, and to maintain independence and social connections.	Strategy or plan	Provide services	Infrastructure
	Maintain an active swimming pool and spa safety program.	Initiative	Plan and regulate	Municipal Building Surveyor
<b>Prevent and reduce all forms of family violence in our community.</b>	Deliver local activities for 16 Days of Activism Against Gender-Based Violence to increase understanding of the prevention of violence towards women and children.	Initiative	Partner and advocate	Inclusive Communities
	Implement initiatives to promote healthy masculinities and improve men's mental health in response to identified needs.	Initiative	Partner and advocate	Inclusive Communities
	Collaborate with regional, strategic and community partners to support initiatives that prevent all forms of family violence in our community.	Initiative	Partner and advocate	Inclusive Communities
	Collaborate with partners to promote women's health, increase health literacy, and support health screening efforts.	Initiative	Partner and advocate	Inclusive Communities
	Develop and co-design the Gender Equality Action Plan (2025–29) to meet the requirements of the Gender Equality Act 2020 and continue to address systemic barriers that create gender inequality in the workplace.	Strategy or plan	Lead and represent	People & Culture
<b>Empower and nurture our community to develop and lead community-based initiatives.</b>	Review the community event application process for events held on Council land to ensure events are well-governed and safe for all attendees.	Initiative	Plan and regulate	Arts, Events & Libraries
	Deliver the Kingston Grants Program, incorporating review recommendations, to improve flexibility, responsiveness and ease of access for community organisations.	Initiative	Provide services	Inclusive Communities
	Implement the recommendations of Council's awards program review to enhance the recognition and celebration of community achievements.	Initiative	Provide services	Inclusive Communities





# Vibrant & Prosperous





## Key Direction

# Vibrant & Prosperous

## Objective

**We are a welcoming, lively and creative city that celebrates our well-utilised community spaces and thriving local businesses.**

WE WILL:	ACTION	ACTION TYPE	COUNCIL ROLE	LEAD DEPARTMENT
<b>Support activity centres and shopping villages to be vibrant, unique and destination-focused.</b>	Invest in the renewal of local shopping centres and villages including Edithvale; Cavanagh Street, Cheltenham and Thames Promenade, Chelsea Heights to support local businesses and enhance liveability.	Major initiative	Build and maintain	City Economy & Innovation
<b>Support local businesses to stay in Kingston and thrive.</b>	Lead the implementation of streamlined processes and procedures to support businesses through the planning application process.	Initiative	Provide services	City Development
	Establish a new partnership with a business development provider to support local entrepreneurs.	Initiative	Partner and advocate	City Economy & Innovation
	Update the Footpath Activities Policy to foster a safe and vibrant street life which balances the needs of residents, businesses and visitors to the municipality.	Strategy or plan	Plan and regulate	City Economy & Innovation
	Engage with major industry sectors to strengthen business to business opportunities and build capability.	Initiative	Provide services	City Economy & Innovation
	Continue to facilitate the Better Approvals coordination service which provides a single point of contact for businesses and reduces the time, cost, and uncertainty of starting a business.	Initiative	Provide services	City Economy & Innovation



## Vibrant &amp; Prosperous

WE WILL:	ACTION	ACTION TYPE	COUNCIL ROLE	LEAD DEPARTMENT
<b>Explore and engage in partnerships with local businesses and organisations to enhance leisure and entertainment opportunities for the community.</b>	Commence implementation of the community use agreement for Hawthorn Football Club's community oval and pavilion to provide additional opportunities for physical activity and inclusion with a focus on women's sport.	Major initiative	Partner and advocate	Active Kingston
	Pursue opportunities to develop partnerships with local organisations to enhance leisure, events and entertainment experiences in Kingston.	Initiative	Partner and advocate	City Economy & Innovation
	Work with local businesses to promote participation in place activation events in commercial precincts.	Initiative	Partner and advocate	City Economy & Innovation
<b>Provide and promote vibrant community spaces that support public arts and are welcoming for all.</b>	Deliver phase 1 of the Kingston Arts Precinct Masterplan, and advance the project aligned with the Council's direction.	Major initiative	Fund and Resource	Arts, Events & Libraries
	Engage with local artists to deliver a suite of cultural programming to showcase local talent alongside professional artists.	Initiative	Provide services	Arts, Events & Libraries
	Increase local performer representation across council-led festivals and events to create more opportunities for local talent.	Initiative	Lead and represent	Arts, Events & Libraries
<b>Enhance opportunities for everyone to participate in creative arts, learning and recreational activities and services.</b>	Complete the development of the Arts, Events & Libraries Strategy (2025 – 30) to provide accessible and affordable programs for all ages to create a culturally rich, inclusive and vibrant community and promote mental well-being and social connection.	Strategy or plan	Plan and regulate	Arts, Events & Libraries
	Deliver engaging and high-quality library programs and events for 2025–26 to address recreational, informational, creative and social needs of the community.	Initiative	Provide services	Arts, Events & Libraries
	Establish a creative careers and networking hub for young people to promote everyday creativity.	Initiative	Provide services	Family, Youth & Children's Services
<b>Transform and maximise the use of community spaces and enhance libraries and hubs to meet the diverse and changing needs of the population.</b>	Finalise the Community Infrastructure Framework to guide Council's investment in community facilities to support service delivery and community needs.	Strategy or plan	Plan and regulate	Inclusive Communities
	Commence development of the Community Hubs Strategy to explore opportunities to enhance the utilisation of Council's community hubs, halls and community centres.	Strategy or plan	Provide services	Inclusive Communities



# Liveable & Sustainable





## Key Direction

# Liveable & Sustainable

## Objective

**We live in a sustainable, well-planned and maintained city that preserves neighbourhood character, protects the environment and is future-focused.**

WE WILL:	ACTION	ACTION TYPE	COUNCIL ROLE	LEAD DEPARTMENT
<b>Provide infrastructure and public spaces that enhance liveability, accessibility and are well-maintained now and into the future.</b>	Implement the Play Your Way Strategy (2023-33) program for 2025-26 to design and deliver playground renewals to provide equitable, accessible and quality play spaces for our community.	Strategy or plan	Build and maintain	Active Kingston
	Work with the Victorian Government to secure suitable replacement land in the Green Wedge for regional sporting facilities (Kingston Fields).	Major initiative	Partner and advocate	Active Kingston
	Upgrade Highett Reserve Pavilion to provide public toilets, umpire rooms and changing rooms for use by all genders and abilities.	Major initiative	Build and maintain	Active Kingston
	Progress construction of the Walter Galt Pavilion upgrade to provide additional umpire rooms and change rooms for use by all genders and abilities, and improve accessibility.	Major initiative	Build and maintain	Active Kingston
	Deliver sporting infrastructure renewals and upgrades to support community participation in sport and staying active.	Initiative	Build and maintain	Active Kingston
	Investigate locations to establish a purpose-built BMX/Pump track designed in collaboration with the community to facilitate the growing need for off road cycling facilities.	Initiative	Build and maintain	Active Kingston
	Progress phase one of the program to install electric vehicle chargers in 18 prioritised locations across the City of Kingston, including community education.	Initiative	Build and maintain	City Strategy
	Develop the Waste Strategy with a focus on efficient and cost effective services to support sustainability outcomes.	Strategy or plan	Build and maintain	City Works
	Undertake programmed maintenance blitzes at various activity centres to improve amenity and presentation.	Strategy or plan	Build and maintain	City Works
	Finalise the Public Toilet Strategy to improve provision of public toilets across the municipality.	Strategy or plan	Build and maintain	Inclusive Communities

## Liveable &amp; Sustainable

WE WILL:	ACTION	ACTION TYPE	COUNCIL ROLE	LEAD DEPARTMENT
<b>&lt;CONTINUED&gt; Provide infrastructure and public spaces that enhance liveability, accessibility and are well-maintained now and into the future.</b>	Develop a program of works for accessibility improvements in Kingston's major activity centres to improve community participation and belonging.	Strategy or plan	Build and maintain	Infrastructure
	Implement the Walking and Cycling Plan (2023-28) program for 2025-26 to provide more active and sustainable transport options in the municipality.	Strategy or plan	Build and maintain	Infrastructure
	Commence improvements at Doug Denyer Reserve and Kevin Hayes Reserve to enhance amenity across the two reserves.	Initiative	Build and maintain	Open Space
	Commence delivery of the Le Page Park Masterplan program of works for 2025-26 to improve recreational facilities and accessibility.	Major initiative	Build and maintain	PMO & Major Projects
	Commence delivery of the Namatjira Reserve Masterplan program of works for 2025-26 to improve recreational facilities and accessibility.	Major initiative	Build and maintain	PMO & Major Projects
<b>Support appropriate and affordable housing development and infrastructure to meet the current and future needs of our diverse community.</b>	Advocate for Council's decisions at VCAT and continue to provide positive, mediated outcomes in the interests of the community.	Initiative	Partner and advocate	City Development
	Explore and facilitate social and affordable housing opportunities with private developers and on key Victorian Government and Council-owned sites to increase the provision of social and affordable housing across the municipality in accordance with the Social and Affordable Housing Strategy (2020).	Initiative	Lead and represent	City Strategy
<b>Protect, preserve and enhance our natural environment for current and future generations.</b>	Lead the review of the Significant Tree Register to provide a robust strategic basis for a future planning scheme amendment of the Environmental Significance Overlay – Schedule 3 to protect Kingston's best trees.	Initiative	Plan and regulate	City Development
	Deliver Gardens for Wildlife assessments to enhance habitat for native wildlife and connect the community with nature.	Initiative	Provide services	City Strategy
	Develop and deliver communications and education to the Kingston community, through membership of the Lower Dandenong Creek Litter Collaborative, to reduce litter in our waterways and Port Philip Bay.	Initiative	Provide services	City Strategy
	Implement the Urban Forest Strategy (2023-30) for 2025-26 to protect and enhance our urban forest and increase our tree canopy cover.	Strategy or plan	Fund and resource	Open Space



## Liveable &amp; Sustainable

WE WILL:	ACTION	ACTION TYPE	COUNCIL ROLE	LEAD DEPARTMENT
<b>&lt;CONTINUED&gt; Protect, preserve and enhance our natural environment for current and future generations.</b>	Update the Open Space Strategy to reflect the future needs of the growing Kingston community.	Strategy or plan	Fund and resource	Open Space
	Continue to manage the Kingston foreshore consistent with the Coastal and Marine Management Plan, focusing on creating safe and welcoming beaches and balancing the needs of users and the environment.	Initiative	Provide services	Open Space
	Continue to work in partnership with the Victorian Government on the development and realisation of the Chain of Parks.	Initiative	Lead and represent	PMO & Major Projects
<b>Respond and adapt to the impacts of climate change on our community and infrastructure.</b>	Investigate and develop an investment strategy for future investment into Waves, including electrifying operations and other environmentally sustainable design solutions, to improve efficiencies and reduce our greenhouse gas emissions.	Major initiative	Build and maintain	Active Kingston
	Implement Environmentally Sustainable Design training for internal and external stakeholders to improve the built form in the municipality, including passive design.	Initiative	Provide services	City Development
	Launch the Sustainable Event Guidelines to Council staff to embed high-quality, accessible and sustainable practices in Kingston-run events.	Initiative	Lead and represent	City Economy & Innovation
	Commence development of a coastal climate adaptation plan to improve understanding of climate hazards and mitigate future climate risks in line with key actions from the Plan for Victoria.	Strategy or plan	Lead and represent	City Strategy
	Engage the community in environmental education and behaviour change activities to enhance stewardship of our urban forest, reduce community greenhouse emissions and potable water use, and save on bills.	Initiative	Provide services	City Strategy
	Work in collaboration with Melbourne Water to develop flood mapping for Kingston to inform capital works and maintenance projects, strategic planning and emergency management.	Initiative	Build and maintain	Infrastructure
	Continue to transition Council's fleet to zero/low emission vehicles, including electric vehicles and hybrids, to help achieve Council's NetZero emissions goals.	Initiative	Lead and represent	Procurement & Contracts
<b>Maintain our neighbourhood character and preserve our heritage and cultural history.</b>	Progress implementation of the Kingston Heritage Review to identify and preserve significant heritage places across Kingston.	Initiative	Plan and regulate	City Strategy



# Responsibly Governed



## Key Direction

# Responsibly Governed

## Objective

**We are a transparent and efficient organisation that is accountable, responsive and cost-effective.**

WE WILL:	ACTION	ACTION TYPE	COUNCIL ROLE	LEAD DEPARTMENT
<b>Provide value for rates through efficiency and innovation.</b>	Commence the service review program for 2025–26 to ensure adaptable, capable, and sustainable services.	Initiative	Plan and regulate	Customer Experience & Corporate Performance
	Implement a program to uplift leadership capability through Council's Workforce Plan Annual Action Plan 2025–26 to manage, develop and optimise the workforce to meet current and future community needs.	Strategy or plan	Fund and resource	People & Culture
<b>Prioritise the current and future needs of the community through effective and sustainable long-term management and planning.</b>	Develop the 2026-27 Annual Budget, Long Term Financial Plan, and Revenue and Rating Plan to ensure financial sustainability, responsibility and efficiency.	Strategy or plan	Fund and resource	Finance
	Draft and adopt the Acquisition and Divestment Policy to ensure consistent and transparent decision-making for Council's property portfolio.	Strategy or plan	Plan and regulate	Property Services
	Implement the Kingston Property Strategy for 2025–26 to guide the future direction of Council's property portfolio and ensure Council's ongoing service delivery.	Strategy or plan	Plan and regulate	Property Services
<b>Provide a diverse range of engagement opportunities for our community to influence decision-making.</b>	Deliver Council's Representative Community Panel and deliberative engagement program for 2025–26, including identification of key topics and induction of a new panel, to provide opportunities for public consultation and ensure a diverse and inclusive range of views are considered in key Council decisions.	Initiative	Partner and advocate	Advocacy, Engagement & Communication



## Responsibly Governed

WE WILL:	ACTION	ACTION TYPE	COUNCIL ROLE	LEAD DEPARTMENT
<b>Enhance promotion of our services and ensure communication with the community is proactive, clear and accessible.</b>	Deliver the Website Redevelopment Project for 2025–26 to provide contemporary, simple-to-use and accessible websites for Council's services, including the new Kingston Arts website.	Major initiative	Provide services	Advocacy, Engagement & Communication
	Provide information to the community in a variety of accessible and responsive formats to ensure Council communication is accessible and inclusive.	Initiative	Provide services	Advocacy, Engagement & Communication
<b>Advocate for more equitable and improved outcomes that respond to the diverse needs of the community.</b>	Implement the Advocacy Strategy (2023-26) for 2025–26, including delivering an advocacy campaign for the 2026 Victorian Government election campaign, to seek positive community outcomes on key projects.	Strategy or plan	Partner and advocate	Advocacy, Engagement & Communication
	Advocate for the Victorian Government to improve maintenance on state-owned assets to meet community expectations and enhance liveability.	Initiative	Partner and advocate	Advocacy, Engagement & Communication
	Advocate for Council's position on the Suburban Rail Loop Authority's precinct planning process through the Independent Advisory Committee to ensure the planning and infrastructure outcomes meet the current and future needs of the Kingston community.	Initiative	Partner and advocate	City Strategy
	Advocate for the Level Crossing Removal Project to deliver good urban design outcomes, including connectivity and open space, to support vibrant and safe localities, active transport and community participation and recreation.	Initiative	Partner and advocate	City Strategy
	Advocate for urban design excellence in development within Kingston to provide a high-quality and accessible built environment for our community.	Initiative	Partner and advocate	City Strategy
<b>Provide people-centred customer service that is responsive, effective and empathetic.</b>	Develop a Digital Strategy to improve customer experience, targeted communications and efficiencies across digital channels including Council's website, social media and digital data protection.	Strategy or plan	Plan and regulate	Advocacy, Engagement & Communication
	Leverage the unified, cloud-based communications platform and explore future opportunities around data analytics and AI to enhance customer service and experience.	Initiative	Provide services	Customer Experience & Corporate Performance
	Implement a framework to collect and analyse customer complaints data to identify new trends and systemic issues across Council, with the objective to support service delivery and enhanced customer experience.	Initiative	Provide services	Customer Experience & Corporate Performance

## Responsibly Governed

WE WILL:	ACTION	ACTION TYPE	COUNCIL ROLE	LEAD DEPARTMENT
<b>Ensure good governance through integrity, accountability, and continuous improvement.</b>	Communicate Council's performance for 2025–26 via the Annual Community Satisfaction Survey, Local Government Performance Reporting Framework, Kingston Annual Report and quarterly Council & Wellbeing Plan Performance Reports to provide accountability and transparency to the community.	Initiative	Plan and regulate	Customer Experience & Corporate Performance
	Review all strategic and operational risks and high-risk compliance obligations to drive accountability as part of the Good Governance Framework.	Initiative	Plan and regulate	Governance, Risk & Integrity
	Implement relevant processes and practices upon the enactment of the Model Public Transparency Policy to drive transparency as part of the Good Governance Framework.	Initiative	Plan and regulate	Governance, Risk & Integrity
	Develop a Cyber Security Strategy to protect Council's information systems, data and networks from cyber threats.	Strategy or plan	Plan and regulate	Information Services & Strategy
	Develop the Records and Information Management Strategy to identify key organisational priorities, define actionable steps, and establish modern records management practices.	Strategy or plan	Plan and regulate	Information Services & Strategy
	Establish a unified, cloud-based communications platform to modernise Council operations, improve accessibility, collaboration, and customer engagement.	Major initiative	Provide services	Information Services & Strategy
	Update the procurement guidelines and contract management framework to enhance accountability and integrity.	Initiative	Plan and regulate	Procurement & Contracts



# Reporting Back To Our Community



All actions listed in the Annual Action Plan are expected to be completed by 30 June. Progress towards our achievements will be reported to the community via:

## Kingston Annual Report

The Annual Report reviews our progress on the implementation of the Council & Wellbeing Plan 2025–29. It includes a statement of progress on the initiatives in the Budget, and a report of the results we achieved against a suite of performance and sustainable capacity indicators.

## Council & Wellbeing Plan Quarterly Performance Reports

Council will report quarterly on the progress of actions in the Annual Action Plan to demonstrate how the actions contribute to achieving the key directions and objectives in the Council & Wellbeing Plan 2025–29.


## Annual Community Satisfaction Survey

Council will participate in an annual Community Satisfaction Survey to enable the community to provide direct feedback on Council's performance across a number of service areas. This will be compared with results from previous years to determine priorities and areas for improvement.






*City of*  
**KINGSTON**


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**Agenda Item No: 10.3**

## **GOVERNANCE AND COMPLIANCE REPORT**

**Contact Officer: Kelly Shacklock, Manager Governance Risk and Integrity**

### **Purpose of Report**

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

- Note the Informal Meetings of Councillors Records
- Receive the minutes from the 20 March 2025 Audit and Risk Committee

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

No Council officers who have provided advice in relation to this report have declared a Conflict of Interest regarding the matter under consideration.

### **RECOMMENDATION**

That Council:

1. Receive the Informal Meetings of Councillors Records at Appendix 1; and
2. Receive the minutes from the Audit and Risk Committee Appendix 2.

## **1. Executive Summary**

### **Informal Meetings of Councillors**

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

### **Audit and Risk Committee Minutes**

The Audit and Risk Committee Charter requires the minutes of the Audit and Risk Committee meetings be presented to Council.

## **2. Discussion**

### **2.1 Informal Meetings of Councillors**

As prescribed by Rule 1 of Chapter 6 of the Governance 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.

**2.2 Minutes of the Audit and Risk Committee – March 2025**

The minutes of the Audit and Risk Committee meeting held on 20 March 2025 are attached.

**3. Compliance Checklist**

**3.1 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

**3.2 Governance Principles Alignment**

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

The tabling of Records of Informal Meetings of Councillors is in accordance with Rule 1 of Chapter 6 of the Governance Rules.

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

It is of the utmost importance that Council is transparent regarding the expenditure of Council officers to maintain public trust.

The recording of informal meetings of Councillors and the Audit and Risk Committee likewise provides public transparency regarding the actions of Council.

**3.3 Financial Considerations**

Not applicable.

**3.4 Risk Considerations**

There are no operational or strategic risks arising from the recommendations contained in this report.

**Appendices**

Appendix 1 - Informal Meeting of Councillors Records - April 2025 (Ref 25/92404)  

Appendix 2 - Audit and Risk Committee Minutes - 20 March 2025 (Ref 25/96749)  

Author/s: Kelly Shacklock, Manager Governance Risk and Integrity

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



# **10.3**

## **GOVERNANCE AND COMPLIANCE REPORT**

<b>1</b>	<b>Informal Meeting of Councillors Records - April 2025 .....</b>	<b>333</b>
<b>2</b>	<b>Audit and Risk Committee Minutes - 20 March 2025.....</b>	<b>345</b>

# Informal Meeting of Councillors Record



Submitted on	1 April 2025, 7:51PM
Receipt number	118
Related form version	20

In accordance with Chapter 6 of the Governance Rules, this form should be completed if there is a meeting of Councillors that is:

- planned for the purpose of discussing the business of Council or briefing Councillors; and
- attended by at least six Councillors and at least one Council staff member; and
- not a Council meeting or Delegated Committee Meeting; or
- subject to the Planning Interactions Policy

Name of Council officer completing this form	Sharon Lozsan
Title of meeting	Governance and Policy Committee Meeting
Meeting date	01/04/2025
Meeting time	5.31pm
Meeting location	Online

## Attendance

Councillors in attendance	Cr Georgina Oxley (Mayor) Cr Chris Howe (Deputy Mayor) Cr Chris Hill (joined the meeting at 5.40pm) Cr Tess Law Cr Hadi Saab Cr Caroline White
Council officer(s) in attendance	Dan Hogan, General Manager Customer and Corporate Support Kelly Shacklock, Manager Governance, Risk and Integrity Sharon Lozsan, Team Leader Council Governance
External attendees	Nil
Apologies	Peter Bean, CEO
Summary of matters discussed	Acknowledgement of Country Apologies Disclosures of Conflicts of Interest Notes of the Governance and Policy Committee Meeting 4 February 2025 Scan of Local Government Email Signatures Draft Councillor Gift, Hospitality and Political Donations Policy Mandatory Councillor Professional Development and Training

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Did a Councillor or Council officer disclose a conflict of interest?

No

# Informal Meeting of Councillors Record



<b>Submitted on</b>	8 April 2025, 1:17PM
<b>Receipt number</b>	119
<b>Related form version</b>	20

In accordance with Chapter 6 of the Governance Rules, this form should be completed if there is a meeting of Councillors that is:

- planned for the purpose of discussing the business of Council or briefing Councillors; and
- attended by at least six Councillors and at least one Council staff member; and
- not a Council meeting or Delegated Committee Meeting; or
- subject to the Planning Interactions Policy

<b>Name of Council officer completing this form</b>	Sharon Lozsan
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<b>Title of meeting</b>	Councillor Briefing
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<b>Meeting date</b>	07/04/2025
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<b>Meeting time</b>	6.02pm
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<b>Meeting location</b>	In person
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## Attendance

<b>Councillors in attendance</b>	Cr Georgina Oxley (Mayor) Cr Chris Howe (Deputy Mayor) (attended online) (arrived at 6.46pm and left at 8.49pm) Cr Jane Agirtan Cr Kirralee Ashworth-Collett Cr Tony Athanasopoulos (left at 9.13pm) Cr Georgia Erevnidis Cr Tess Law Cr Sarah O'Donnell (attended online) (arrived at 6.35pm and left at 7.44pm) Cr Hadi Saab Cr Caroline White
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<b>Council officer(s) in attendance</b>	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 & Integrity Sharon Lozsan, Team Leader Council Governance Astrid DiCarlo, Executive Manager Legal Marleen Mathias, Manager Compliance & Amenity Luke Dexter, Acting Manager Festivals & Events Steve Tierney, Manager Project Management Office Susan Quach, Acting Manager Inclusive Communities
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	<p>Michelle Devanny, Program Leader Strategic Communications and Engagement</p> <p>Julian Birthisel, Interface Projects Manager</p> <p>Olivia Wright, Strategic Projects Lead</p> <p>Ric Liu, Place Manager Strategic Projects</p> <p>Tara Bell, Team Leader Urban Design and Place</p> <p>Andrew Prowd, PMO Lead</p> <p>Morgan Henley, Team Leader Festivals and Events</p>
<b>External attendees</b>	<p>Brenton O'Shaughnessy, Deputy Director</p> <p>Lissa Van Camp, General Manager Land Planning, Environment &amp; Sustainability</p> <p>- both of Suburban Rail Loop Authority (SRLA)</p>
<b>Apologies</b>	Cr Chris Hill
<b>Summary of matters discussed</b>	<p>Acknowledgement of Country</p> <p>Apologies</p> <p>Disclosures by Councillors, Officers and Contractors of any Conflict of Interest</p> <p>Notes of the Strategic Councillor Briefing of 17 March 2025</p> <p>Executive Updates</p> <p>SRLA Presentation</p> <p>Community Local Law</p> <p>Meeting Procedure</p> <p>Revenue and Rating Plan 2025-29 Update</p> <p>Draft 2025/26 Budget update</p> <p>Draft 2025/26 Capital Works Program Update</p> <p>Introduction to Festival &amp; Events</p> <p>Response to Resolution - Notice of Motion No. 5/2025 - Community Consultation Plan: Multicultural Communities' Interest in First Aid Training</p> <p>Environment and Open Space Advisory Committee Meeting Notes March 2025</p> <p>Access and Equity Advisory Committee - Meeting Notes - 17 February 2025</p> <p>Community Safety Advisory Committee - Meeting Notes - 24 February 2025</p> <p>Arts and Cultural Advisory Committee - Meeting Notes - 18 February 2025</p> <p>Historical Societies Network Committee - Meeting Notes - 20 February 2025</p> <p>Invitations</p> <p>Standing Items</p>
<b>Did a Councillor or Council officer disclose a conflict of interest?</b>	No

# Informal Meeting of Councillors Record



Submitted on	23 April 2025, 8:56AM
Receipt number	121
Related form version	20

In accordance with Chapter 6 of the Governance Rules, this form should be completed if there is a meeting of Councillors that is:

- planned for the purpose of discussing the business of Council or briefing Councillors; and
- attended by at least six Councillors and at least one Council staff member; and
- not a Council meeting or Delegated Committee Meeting; or
- subject to the Planning Interactions Policy

Name of Council officer completing this form	Tara Bell
Title of meeting	Suburban Rail Loop Precinct Planning - Draft submission ideas
Meeting date	14/04/2025
Meeting time	4.30pm
Meeting location	In person

## Attendance

Councillors in attendance	Cr Chris Hill Cr Hadi Saab Cr Georgia Ervevnidis Cr Tony Athanasopoulos Cr Sarah O'Donnell Cr Chris Howe
Council officer(s) in attendance	Jonathan Guttman Paul Marsden Rita Astill Julian Birthisel Amber Swales Ric Liu Tara Bell
External attendees	None
Apologies	Mayor Georgina Oxley Cr Caroline White Cr Tess Law Cr Kiralee Ashworth-Collette Steve Tierney Olivia Wright

**Summary of matters discussed**

Discussion of initial issues arising from the Suburban Rail Loop Authority's released Precinct Structure Plans and Planning Scheme Amendments for Clayton and Cheltenham precincts and information about when the matter will be brought to Council seeking adoption of a formal submission.

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**Did a Councillor or Council officer disclose a conflict of interest?**

No

# Informal Meeting of Councillors Record



Submitted on	14 April 2025, 9:34PM
Receipt number	120
Related form version	20

In accordance with Chapter 6 of the Governance Rules, this form should be completed if there is a meeting of Councillors that is:

- planned for the purpose of discussing the business of Council or briefing Councillors; and
- attended by at least six Councillors and at least one Council staff member; and
- not a Council meeting or Delegated Committee Meeting; or
- subject to the Planning Interactions Policy

Name of Council officer completing this form	Sharon Lozsan
Title of meeting	Draft Agenda Briefing
Meeting date	14/04/2025
Meeting time	6.04pm
Meeting location	In person

## Attendance

Councillors in attendance	Cr Georgina Oxley (Mayor) Cr Chris Howe (Deputy Mayor) Cr Kirralee Ashworth-Collett Cr Tony Athanasopoulos Cr Georgia Erevnidis (attended online) Cr Tess Law Cr Sarah O'Donnell Cr Hadi Saab (attended online) Cr Caroline White
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 Bernard Rohan, Chief Financial Officer Michael Eddington, Acting General Manager Infrastructure and Open Space Nikolaj Dennis, Manager Property Services Bridget Draper, Manager Active Kingston Scott Moore, Manager Finance Mark Patterson, Manager Family, Youth and Children's Services Susan Quach, Acting Manager Inclusive Communities Michelle Devanny, Program Leader Strategic Communications and Engagement Dillon Grech, Team Leader Corporate Performance Michelle Hawker, Property Coordinator



Sharon Lozsan, Team Leader Council Governance  
 Tanya Marques, Team Leader Youth Services  
 Gabrielle Pattenden, Council Governance Officer  
 Andrew Prowd, PMO Lead

**External attendees**

Claire Filson, Chair, Audit and Risk Committee (presenting Audit and Risk Committee Biannual Report)

**Apologies**

Nil

**Summary of matters discussed**

Welcome and Acknowledgement of Country  
 Apologies  
 Declarations of Conflicts of Interest  
 Notes of Briefing 7 April 2025  
 Biannual Report from the Audit and Risk Committee - March 2025  
 Individual Development Grants and Community Small Grants - Quarterly Report  
 2023-2026 Kingston Youth Strategy – Year Two Highlights Report  
 Response to Resolution - Notice of Motion 2/2024 : Foreshore Waste Collection  
 Response to Resolution - Notice of Motion 13/2024 - Cheltenham Youth Club  
 Governance and Compliance Report  
 Draft Council & Wellbeing Plan 2025-29 and Draft Annual Action Plan 2025-26  
 Kingston Performance Report 2024-25 - Quarter Two (October to December 2024)  
 Draft 2025/26 Budget, Draft 2025-35 Financial Plan, and Draft 2025-29 Revenue and Rating Plan  
 Boatshed Policy Consultation  
 Notice of Motion No. 10/2025 – Cr Law – Mordialloc Shared User Path (Underpass) Memorandum of Understanding  
 Notice of Motion No. 11/2025 - Cr Law - Nature Strip Rubbish Dumping Outside of the Hard Rubbish Collections  
 Notice of Motion No. 12/2025 - Cr Howe - Australia Day  
 Notice of Motion No. 13/2025 - Cr White - Stop Line Report  
 Notice of Motion No. 14/2025 - Cr White - Internal Communication  
 Councillor Response Timeframes  
 Notice of Motion No. 15/2025 - Cr White - Committees and Forums  
 Notice of Motion No. 16/2025 - Cr White - Tootal Road, Dingley Village  
 Notice of Motion No. 17/2025 - Cr White - Social Media  
 Notice of Motion No. 18/2025 - Cr Howe - Thompson Road Traffic  
 Notice of Motion No. 19/2025 - Cr Hill - Governance Internal Review  
 Invitations  
 Councillor/CEO Only Discussion  
 Councillor 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****Name of Councillor/officer that declared the conflict of interest**

Kirralee Ashworth-Collett (Individual Development Grants and  
Community Small Grants - Quarterly Report

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**Type of conflict of interest**

General (G)

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**Did the Councillor/officer leave the meeting prior to discussion?**

Yes

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# Informal Meeting of Councillors Record



Submitted on	23 April 2025, 10:04AM
Receipt number	122
Related form version	20

In accordance with Chapter 6 of the Governance Rules, this form should be completed if there is a meeting of Councillors that is:

- planned for the purpose of discussing the business of Council or briefing Councillors; and
- attended by at least six Councillors and at least one Council staff member; and
- not a Council meeting or Delegated Committee Meeting; or
- subject to the Planning Interactions Policy

Name of Council officer completing this form	Gabrielle Pattenden
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Title of meeting	Strategic Briefing
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Meeting date	22/04/2025
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Meeting time	6pm
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Meeting location	In person
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## Attendance

Councillors in attendance	Cr Georgina Oxley (Mayor) Cr Chris Howe (Deputy Mayor) (in person until 9.40pm then online) Cr Kirralee Ashworth-Collett Cr Tony Athanasopoulos (attended online, camera off) Cr Georgia Erevnidis Cr Chris Hill Cr Tess Law (attended online, camera off) Cr Sarah O'Donnell (attended online, camera off) Cr Hadi Saab (in person until 9.40pm then online) Cr Caroline White
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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 Michael Eddington, Acting General Manager Infrastructure and Open Space Bernard Rohan, Chief Financial Officer Kelly Shacklock, Manager Governance Risk and Integrity Gabrielle Pattenden, Council Governance Officer Andrew Hockley, Advocacy Lead Susan Quach, Acting Manager Inclusive Communities Luke Dexter, Acting Manager Arts Events and Libraries Paul Marsden, Manager City Strategy Jaclyn Murdoch, Manager City Development Steve Tierney, Manager Project Management Office
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Julian Birthisel, Interface Project Manager  
 Bridget Draper, Manager Active Kingston  
 Emily Boucher, Manager Open Space  
 Astrid DiCarlo, Executive Manager Legal  
 Marleen Mathias, Manager Compliance and Amenity

<b>Apologies</b>	Nil
<b>Summary of matters discussed</b>	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 17 March 2025 5. Executive Updates 6. Emergency Relief Services Alternative Funding Model 7. Kingston Grants Program - Funding Recommendations for Operational & Partnership Grants 2025-27 8. Festivals & Events Review 9. Options to recognise Australia Day 10. Kingston Grants Program - Funding Recommendations for Community Festivals, Events & Creative Activities Grants 2025-27 11. Kingston Grants Program - Options to re-prioritise funding from the Community Festivals, Events and Creative Activities Grants Stream 12. Climate and Ecological Emergency Response Plan - Update 13. Significant Tree Register Review 14. SRLA Resource MOU and Provision of Information & Ad-hoc Advice MOU 15. Response to Resolution - Notice of Motion 13/2024 - Cheltenham Youth Club Gymnastics Pathway - Further Update 16. Patterson Lakes Waterways Beach Maintenance - Discussion Paper 17. Foreshore Vegetation Management 18. Community Local Law 19. Mandatory Councillor Professional Training and Development 20. ALGA National General Assembly, Canberra 24-27 June 2025 21. Invitations 22. Councillor/CEO Only Discussion 23. Councillor Only Discussion
<b>Did a Councillor or Council officer disclose a conflict of interest?</b>	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.

<b>Conflict 1</b>	<b>Name of Councillor/officer that declared the conflict of interest</b> Cr Howe
	<b>Type of conflict of interest</b> General (G)
	<b>Did the Councillor/officer leave the meeting prior to discussion?</b> Yes
<b>Conflict 2</b>	<b>Name of Councillor/officer that declared the conflict of interest</b> Cr Saab
	<b>Type of conflict of interest</b> General (G)



Did the Councillor/officer leave the meeting prior to discussion?

Yes

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# minutes

## Audit and Risk Committee

20 March 2025 at 8.30 am  
Oakleigh Room



### Members:

Ms Claire Filson (Chair)  
Mr Geoff Harry (Member)  
Mr Philip Lee (Member)  
Cr Georgina Oxley (Mayor)  
Cr Jane Agirtan (Member)

### In Attendance:

Peter Bean (Chief Executive Officer)  
Bernard Rohan (Chief Financial Officer)  
Dan Hogan (General Manager Customer and Corporate Support)  
Kelly Shacklock (Manager Governance, Risk and Integrity)  
Marilyn De Benedictis (Organisational Compliance Specialist)

### Presenters:

Tania Yeung, HLB  
Mark Peters, HLB  
Scott Moore (Manager Finance)  
Chris Heath (Manager Customer Experience & Corporate Performance)  
Emma Bau (Risk Management Coordinator)  
Jonathan Guttman (General Manager Planning and Place)  
Helen F Scott (Team Leader Environmental Planning)  
Camille Hoyle (Manager AccessCare)  
Kate Waters (General Manager Community Strengthening)

1. **In camera discussion**  
The CEO discussed confidential operational matters with the Committee.
2. **Acknowledgement of Traditional Owners**
3. **Apologies**  
Carly Mandich (Team Leader Organisational Governance)
4. **Declaration by members & officers of any interest or conflict of interest in items on the agenda**  
Nil
5. **Declaration of any work undertaken at Council by Internal Auditors outside of the Internal Audit Plan**  
Nil applicable
6. **Review and confirmation of previous minutes**  
The minutes of the 12 December 2024 Audit and Risk Committee meeting were confirmed.
7. **Audit and Risk Committee - Action List**  
The Committee noted the report.

## 8. Audit and Risk Committee Charter and Independent Members

The Committee noted the following:

- the Audit and Risk Committee Charter requires no amendments.
- the appointment of the Chair expires on 30 June 2025. Officers have commenced planning for this transition, and will provide updates to the Committee as relevant.

The Committee noted the report.

## 9. CEO advice on emerging sector and Council matters

The CEO provided an overview on the following items:

### 2024 Councillor Induction

- All Councillors and the CEO have signed off on the required declarations for the mandatory induction. Council is now mapping out year one of the mandatory professional training program for Councillors.

### Integrity Agencies

- The Inspectorate shared its findings on an audit of Election Period Policy (EPP) across Councils. Kingston's practices align with the key findings.

### Legislative Changes (LGA and Regs)

- Council will be presented with the Internal Resolution Procedure for adoption. Management has consulted on the procedure with the Governance and Policy Committee and with all Councillors at briefing sessions.
- A Model Public Transparency Policy and Model Governance Rules will be enacted this year (July and December respectively). Kingston recently participated in a survey of the Governance Rules at officer level, and will look to be involved in further consultation opportunities.

### Contract Matter

- Council have appointed ADCO for design and construction of the new aquatic and leisure centre. Kingston is aware that current proceedings have been brought against ADCO by the Victorian Building Authority. A risk assessment has identified no material impact to Council on these matters, and confidence levels remain high on the contract terms. Management will continue to monitor and assess.

### Other sector matters

- The City of Casey and the recent experience at its Council meetings where the Mayor closed the meeting and adjourned it due to disruption. Kingston remains vigilant to ensure the safety of all at council meetings, with risk assessments completed prior to each council meeting to plan and prepare as required.
- At the City of Whittlesea, it was reported that the CEO has disallowed the Mayor from entering Council Buildings due to alleged "aggressive" and "intimidating" behaviour by the mayor. Kingston has recently developed the Councillor and Staff Relationship Policy that outlines expectations and practices of how we work together.
- There are a significant number of CEO vacancies across the Victorian Local Government sector at the moment.

## 10. Declaration by CEO of any significant breaches of legislation

None reported.

Mark Peters and Tanya Yeung attended the meeting via Teams.

Scott Moore joined the meeting.

## 11. External audit strategy

Mark Peters presented the final management letter and provided the following highlights:

- Participated in a process of engagement with Kingston to understand and consider any challenges.
- Agreed the 30 June year end timeline.
- The audit strategy drives the process.
- Amendment work on revaluation process.

The Committee discussed:

- Valuations are underway and fair value assessments are being worked through. Drains are a challenging asset class and will be prioritised for revaluation in future.
- Further feedback at June meeting to be provided ahead of year end.
- Final management letter identified five issues, four other issues are mainly IT issues. Engagement will confirm that these issues have been completed.
- The current report is consistent with the report provided at the December 2024 meeting
- On track to deliver the valuation as agreed with the auditors.

**ACTION:** Further feedback and progress updates will be provided at the June meeting in anticipation of the 30 June 2025 valuation.

The Committee noted the report from Mark Peters.

Mark Peters and Tanya Yeung left the meeting.

## 12. VAGO Management Letter 2023/24 Action Update

The Committee:

- noted the status update on the actions arising from the final 2023/24 VAGO Management Letter, as presented by Bernard Rohan and Scott Moore.
- specifically discussed that the required revaluation of Property, Infrastructure, Plant and Equipment for the 2024/25 financial year end process and Management's reported status of revaluation updates of each asset class.
- requested that Management give advice on the expected magnitude of any change in valuations at the next Committee meeting. The Committee also asked for an update from Management to consider the VAGO recommendation that Management review the last full valuation for all asset classes to ensure that these comply with Australian Accounting Standard requirements.
- requested an update on the Information Technology actions that were identified in the Management Letter.

The Committee noted the report.



### 13. Quarterly Finance Report December 2024

The Committee noted the report presented by Bernard Rohan and Scott Moore and that Management considered that:

- The overall financial performance in the second quarter broadly aligns with forecast expectations, with forecast-budget variations addressed in the paper and reflecting internal processes adopted across Council throughout the year.
- Cost pressures with materials and services (including the mowing contract and maintenance), requiring continuous monitoring.

The Committee noted the December 2024 quarterly financial report and investment report.

Scott Moore left the meeting.

Chris Heath joined the meeting.

### 14. Local Government Performance Reporting Framework 2024-25 Half-Year Results

Chris Heath presented the report and highlighted the July – December 2024 results that indicate that the majority of results are expected to meet annualised targets.

The Committee discussed:

- Changes to waste levies
- Increased costs for strategic planning
- Animal management, plans to reduce response times and microchipping.
- Maternal & Child Health (MCH) costs have significantly reduced – further advice to be provided back to the Committee.
- Sealed local roads and working through the process of clarifying who has responsibility for maintaining roads.

#### **ACTIONS:**

- further advice regarding Maternal & Child Health costs to be provided to the Committee;
- further detail regarding the processes of microchipping animals to be provided to the Committee.

The Committee noted the report.

**Note:** Dan Hogan provided an update at the end of the meeting confirming that there had been an error made in the document and that there was no change to the cost of MCH services.

Chris Heath left the meeting.

### 15. Governance Trends and Integrity Analysis Report

Kelly Shacklock presented the report and noted a recent increase in the amount of queries from the Ombudsman's office.

**ACTION:** Further detail regarding a complaint to be provided to Committee.

The Committee noted the report.

Emma Bau joined the meeting

## 16. Risk Management and Fraud and Corruption Control

Emma Bau presented the report and provided the following highlights:

- External consultants RiskLogic facilitated a comprehensive Business Continuity Framework training to the established Business Continuity Team.
- Working with teams to develop sub-plans that will be rolled out to each department by May 2025.

Management provided an update about two matters of a fraudulent nature that were identified in this reporting period.

The Committee discussed changes to the grant application process.

The Committee noted the report.

Emma Bau left the meeting.

Jonathan Guttmann joined the meeting.

## 17. General Manager presentation on risk profile - Jonathan Guttmann

Jonathan Guttmann provided an overview of the priority risk areas in the Planning and Place Division and provided the following highlights:

The main strategic focus for the Division relates to long term planning with the main priority being the failure to plan for climate change. Emerging risks and considerations include:

- Coastal erosion and impact on Council assets
- Introduction of further flood overlay provisions within the Planning Scheme as a means of mitigating risk.
- Ability to upskill decision-makers regarding climate risk in Council decision making.
- Increased insurance premiums and implications associated with future land use planning decisions.
- Uniformity of approach across the Local Government sector is important. -
- Role performed by other levels of Government and the work already completed by the Council of Australian government (COAG). The requirement for data sharing at a Commonwealth and State level was flagged as critical.
- Importance of strategic advocacy and aligning with partners who have an interest in the implications associated with climate change adaptation (e.g. insurance industry)
- Opportunity to brief the Council on initial flood overlay mapping work, Victorian resilience coast process and work completed by other coastal Councils.

Department level risks being addressed include:

- Changes to the Building Act and Regulations have been delayed. The potential changes to approval process of building inspections could mean significant responsibilities may be moving to Council.
- Staff safety in the field – controls in place include body cameras for parking officers and updated internal policies with a focus on further training.
- Emerging issues associated with activations in public spaces (e.g. parklet design processes).
- Implications for local government for planning reforms regarding managing reputation associated with changes affecting local communities.
- Risks associated with the assessment of 'deemed to comply' standards when third party participation in planning processes no longer applies.

The Committee discussed Melbourne Water's work on overlays, the authority of council to mitigate flood risks and the importance of a coordinated advocacy approach.

**ACTION:** Further information on modelling for council to be provided to the September 2025 meeting.

The Committee noted the update.

Helen Scott joined the meeting

## **18. Climate and Ecological Emergency Response Plan - Update**

Helen Scott presented the report and provided the following highlights:

- Council initiatives have identified savings for Kingston businesses and contributed to 11% reduction in emissions since 2018.
- Some details on actions, emission reductions and steps taken to continue reducing costs.

The Committee discussed:

- The potential to meet carbon abatement targets within the existing projected timeframe and the implications of macro-Commonwealth and State Policy settings.
- Discussions about emissions and options for and cost of credible offsets. Consideration of the effect of the aquatic centre and corporate emissions through waste were areas of current focus.

The Committee noted the report.

Helen Scott and Jonathan Guttman left the meeting.

Camille Hoyle and Kate Waters joined the meeting.

## **19. AccessCare Risk Update**

Camille Hoyle presented the report and provided the following highlights:

- Waiting for an implementation date for the Commonwealth Aged Care Reforms.
- Ensuring controls are in place to mitigate the risks.

The Committee discussed:

- Risks regarding managing dual funding modules.
- Funding arrangements and the length of time the dual modules will need to be kept in place.
- Council's view of aged care services and budgetary implications.

**ACTION:** Consider inclusion of AccessCare in the internal audit program.

The Committee noted the report.

Camille Hoyle and Kate Waters left the meeting.

**20. Organisational Compliance Update**

The Committee noted the report.

**21. Internal Audit Actions Update**

The Committee noted the report.

**ACTION:** To confirm new target completion dates for all overdue actions.

**22. Internal Audit Services - Procurement Update**

The Committee discussed the Internal Audit Services tender and the objective to appoint a new provider before the next meeting.

The Committee noted the update.

**23. Internal Audit Plan Status Report**

There are no internal audit reports at this time.

**24. Councillor Reimbursements**

The Committee noted the report.

**25. Governance and Policy Committee Minutes**

The Committee noted the report.

**26. Draft Biannual Report from the Audit and Risk Committee - March 2025**

The Committee endorsed the report and recommended proceeding to council with one minor change, changing the term 'ceasing' contract to 'terminate' contract.

The Committee noted the report.

The meeting closed at 10.52 a.m.



**Agenda Item No: 10.4**

## **BIANNUAL REPORT FROM THE AUDIT AND RISK COMMITTEE - MARCH 2025**

**Contact Officer: Kelly Shacklock, Manager Governance Risk and Integrity**

### **Purpose of Report**

- 1) To meet the reporting requirements to Council as mandated by section 54(5) of the Local Government Act 2020 (LGA), whereby the Committee is required to biannually report to Council on its activities, findings and recommendations; and
- 2) to meet Council's governance requirements whereby Council requires its various Committees to report on their activities at least annually.

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

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

### **RECOMMENDATION**

That Council:

1. Receive and note the Audit and Risk Committee Bi-Annual Report.
2. Extend its appreciation to outgoing independent member and Chair, Claire Filson with her term concluding after the June Audit and Risk Committee meeting.

## **1. Executive Summary**

The Audit and Risk Committee (the Committee) received several reports regarding the appropriate management of Council. The Committee is satisfied as to the nature, content, frequency, and quality of the reports received, in most instances accepting the recommendations of officers or noting the reports as received.

It is the opinion of the Committee that Council is meeting its statutory obligations and pursuing continuous improvement across Council's identified enterprise risks in a transparent and accountable manner, such that Council can feel satisfied as to the performance of the committee and the operations of Council itself.

This report was prepared by the Manager Governance, Risk & Integrity in consultation with the Chair of the Audit and Risk Committee.

## **2. Role of the Audit and Risk Committee**

The Audit and Risk Committee is an independent committee of Council. Its purpose is to support and advise Council in fulfilling its responsibilities related to external financial and performance reporting, maintenance of strong and effective governance and control frameworks, management of key risks and Council's compliance with legislation and regulation. The Committee has a prime responsibility in overseeing and monitoring Council's various audit processes.

**3. Independence**

An independent Audit and Risk Committee is a fundamental component of a strong corporate governance culture. Council's Committee is appropriately independent of management and is not involved in any operational decisions. Committee members do not have any executive powers, management functions or delegated financial responsibilities.

**4. Reporting Period of this Report**

This report aligns with the Committee's Annual Work Plan and covers the Committee's meetings held on 12 December 2024 and 20 March 2025.

**5. Committee Charter**

The Committee's Charter is set by Council and was last reviewed and approved by Council on 28 August 2024. The Committee reviewed the Charter at its March 2025 meeting and considered no changes are required.

**6. Membership**

Committee membership is comprised of five members appointed by Council. The LGA requires a majority of independent members and that an independent member must be chairperson of the Committee. All members have full voting rights.

Councillors not appointed to the Committee are welcome to attend meetings but do not have any voting rights.

**7. Meeting Attendance**

Details of membership and meeting attendance for the reporting period are summarised in the table below:

<b>Name</b>	<b>Role</b>	<b>12 December 2024</b>	<b>20 March 2025</b>
Ms Claire Filson	Chair & Independent Member	Apology	Attended in person
Mr Geoff Harry	Independent Member	Attended in person (Acting Chair)	Attended in person
Mr Philip Lee	Independent Member	Attended in person	Attended in person
Cr Georgina Oxley	Mayor	Attended – via MSTeams	Attended via MSTeams
Cr Jane Agritan	Councillor	Attended	Attended in person

**8. Senior Management Team**

The Committee has been strongly supported by Council's senior management team. The Committee appreciates the presentation by the subject matter experts as it enables the Committee to gain a better appreciation of current issues in local government and of Kingston specific matters.

A highlight of the Committee meetings continues to be the attendance in turn of each of Council's General Managers who brief the Committee on the strategic risks and high-profile activities of their respective division within Council.

The Committee also receives detailed updates from Council's Chief Financial Officer Bernard Rohan and Chief Executive Officer Peter Bean.

**9. External Service Providers**

The internal audit team (Crowe) and the external audit team (VAGO appointed agent HLB Mann Judd) have attended the required meetings during the reporting period.

Crowe commenced as the internal audit providers for Council in August 2023 and the contract was terminated in December 2024. A procurement process is currently underway for an alternate Internal Auditor.

#### **10. Committee Business and Annual Work Plan**

The Committee's activities are closely aligned with its Annual Work Plan (AWP) which reflect its key responsibilities as set out in the Charter. Annually, the Committee confirms it has discharged its responsibilities in accordance with the Charter and develops its AWP for the following year. The AWP is reviewed at every meeting to ensure that it remains reflective of Council's business activities and changing environment.

#### **11. Internal Audit**

A key responsibility of the Committee is to monitor Council's internal audit program. The program had been outsourced to Crowe between August 2023 and December 2024. The Committee is aware that a procurement process will be completed to appoint an alternate provider.

The Committee did review the rolling three-year strategic internal audit plan that was developed by Crowe in conjunction with Management and has been endorsed by the Committee.

The table below shows the reviews completed by the internal auditor during the reporting period:

Reviews	Meeting Tabled
Events and Festivals Management	December 2024
Statutory Planning	December 2024
Councillor Expenses	December 2024
Leases and Licences	December 2024
Assurance Mapping	December 2024

The Committee regularly monitors Management's performance in closing out recommendations for improvement and is particularly focused on high rated actions that are not closed by the target date.

The internal audit reports provided at the conclusion of each review contain audit findings and recommendations with Management's responses presented to the Committee for review.

No additional assurance activities were reviewed during this reporting period.

#### **12. Governance**

To ensure the transparency of the Committee's deliberations, the Committee receives declarations of any conflict of interest arising from the business to be discussed.

In addition, the CEO declares whether there has been any breach of legislation or regulation, together with emerging sector and Council matters that should be brought to the attention of the Committee.

The Committee applies a risk lens to monitor the compliance of Council's policies and procedures with the overarching governance principles contained in the Local Government Act 2020, the Local Government Regulations, and any Ministerial directions that may be issued.

**13. Assessment of the Committee's Performance**

The Committee annually assesses its performance. This assessment was last considered by the Committee in June 2024. While there were no significant areas of concern, the Committee uses these assessments as an opportunity to consider ways in which it can improve its performance. The next performance assessment will be conducted in May 2025 and discussed at the June 2025 Committee meeting.

**14. Reporting to Council**

Following every Committee meeting, the minutes are presented to the next ordinary meeting of Council, including any reports that may help to explain outcomes or actions of the Committee. In addition, half yearly activity reports on the Committee's activities, findings and recommendations are provided to Council.

**15. Officer Support**

The success of the Committee's work requires significant commitment from many senior officers in developing meeting agendas, assembling reports and other information, preparing minutes of meetings and disseminating information to Committee members between meetings. The Committee acknowledges these efforts and the strong support it receives from the officers involved.

**16. Conclusion**

The Committee would like to thank the Council for its continued commitment and support of the work of the Committee and acknowledges the ongoing work of Council's senior officers in supporting the work of the Committee and their engagement in ensuring that the Committee remains effective.

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



## **11. Chief Finance Office Reports**

# Ordinary Council Meeting

28 April 2025

Agenda Item No: 11.1

## DRAFT 2025/26 BUDGET, DRAFT 2025-35 FINANCIAL PLAN, AND DRAFT 2025-29 REVENUE AND RATING PLAN

**Contact Officer:** Kamal Khangura, Management Accountant  
Magda Hordejuk, Team Leader Budgeting and Reporting  
Scott Moore, Manager Finance

### Purpose of Report

The purpose of this report is for Council to adopt the Draft 2024/25 Budget, the Draft 2024-2034 Long Term Financial Plan, and the Draft 2024-2028 Revenue & Rating Plan ahead of the public exhibition process.

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

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

### OFFICER RECOMMENDATION

That Council: adopt in principle the:

1. Draft Budget 2025/26, Financial Plan 2025-35, and Revenue and Rating Plan 2025-29, which are annexed to this report and prepared in accordance with sections 91, 93, 94, and 96 of the *Local Government Act 2020*, and the *Local Government (Planning & Reporting) Regulations 2020*, for public exhibition; and
2. Kingston Cost of Living Support Package recommended as part of the consideration of the Budget.

## 1. Executive Summary

The draft 2025/26 operating budget settings delivers on the full services outlined in the Council Plan and supports the adopted policies and strategies of Council. The budget also continues to support affordable funding for the capital works program.

The process underpinning the development of the budget has included comprehensive engagement with all internal departments. Further, as a part of Council's community engagement process for the development of the Draft Budget 2025/26, Kingston asked the community for feedback and ideas on how to make Kingston the best place to live, work and play – through *Talking Kingston*.

Council received 724 community submissions, including 13 individuals who spoke to their submission at a Special Council Meeting on 24 February 2025. All submissions have been taken into consideration to help shape the Draft Budget 2025/26.

The process has produced a responsible and strategically focussed annual budget, long-term financial plan, and revenue and rating plan that adhere to statutory reporting requirements. The budget effectively addresses the rising demands and associated increased expenses of service provision within rate capping environment, while ensuring equitable distribution of capital investments across the community.

## **2. Background**

Under the provisions of section 94 of the *Local Government Act 2020* (the Act), Council must prepare and adopt a Budget for each financial year and the subsequent 3 financial years by 30 June each year. Under the provisions of section 91 of the Act, Council must also adopt a 10-year financial plan.

The key objective of this budget and long-term financial plan is to support the continued delivery of the new Council Plan and to underpin Council's long term financial sustainability. This draft 2025/26 Budget and 2025-35 Financial Plan provides the resources to delivery critical services for our community and the required level of operation and maintenance of the community's infrastructure assets such as roads, footpaths, drains and buildings.

The key operating budget assumptions underpinning the budget are:

- adopting the set rate cap increase of 3.0 per cent in 2025/26
- formulating the waste charge that is net of public bins costs from 2025/26 in compliance with the Ministerial Guidelines
- continuing borrowings for the delivery of the Mordi Aquatic Centre and in line with the Council approved funding in April 2023.

The budget reflects the continuation of the Mordi Aquatic Centre delivery in line with the endorsed business case and total funding envelope \$87.6 million.

## **3. Draft Budget 2025/26**

Key highlights and budget influences:

- Full year budgeted operating result for 2025/26 is surplus of \$11.1 million compared to the full year forecast surplus for 2024/25 of \$10.4 million, which is \$0.7 million favourable increase. Of that, income is favourable by \$10.0 million, and expenditure is unfavourable by \$9.3 million.
- Rates and Municipal charges are in line with the 3.0 per cent rate cap increase and supplementary rates net of changes to Cultural and Recreation rates.
- Waste management charge revenue increase (8.6 per cent) is primarily due to the 28 per cent EPA Landfill Levy increase in 2025/26 for landfill disposal of garbage bin contents and hard Waste, plus the 27 per cent increase in the number of hard waste collections.
- User Fees have all been reviewed and benchmarked and reflect projected activity levels for 2025/26 with average increases of 3 per cent.
- Grants (operating and capital) and contributions all reflected agreed schedules, apart from financial assistance grant revenue that assumes advanced payment reflecting trend from previous financial year
- Statutory fees and fines increase in line with known set rates.
- Other Income mainly fluctuates with anticipated higher interest revenue from sustained higher interest rate assumption for half a financial year and is reflective of cash balance projections.
- Employee Costs reflect Enterprise Agreement (2.75 per cent) and Superannuation increases (0.5 per cent to 12.0 per cent), Workcover impacts and staffing levels.
- Materials and Services reflect inflation impacts on contracts, mainly relate to indexation and embedded inflation across service lines.
- Depreciation and amortisation are calculated accounting charges in line with asset conditions and valuation approaches.
- Council cash holding at year end 2025 is budgeted at \$103.6 million, which is \$9.9 million decrease from currently forecasted \$113.5 million.
- The total capital works program budget 2025/26 is \$103.6 million.

#### **4. Rates and Charges**

The draft Budget 2025/26 has been developed and based on the key assumption that Council adopts the 3.0 per cent rate cap applicable to financial year 2025/26 as set by the State Government. The Municipal Charge, which is also covered by the rate cap, is proposed to be retained at the same level at \$100.

The proposed additional pensioner rebate provided by Council is proposed to increase to \$127.00 (2024/25, \$123.30) in line with the 3 per cent rate cap increase, subject to the State Government's release in May 2025 of the State Government pensioner rebate for 2025/26 (2024/25, \$259.50).

It is proposed that no changes are made to the following differential rate levels:

- Extractive / Landfill Land differential +300%
- Agricultural / Farmland differential - 20%
- Retirement Village Land differential - 10%
- Heritage Land differential - 10%
- General differential 0%

The total Rates and Charges may yet change after the Valuer General Victoria's finalisation of valuations in April, however it is anticipated to be only marginally different to what is included in the draft budget. The current rates modelling proposes the following Rate in the Dollar (RiD) for each property type:

Rate Type	2024/25 (\$)	2025/26 (\$)	Variance (\$)
<b>Agricultural Land</b>	0.0014078	0.0014560	0.0000482
Extractive Landfill	0.0052793	0.0054602	0.0001809
General	0.0017598	0.0018201	0.0000603
Residential Heritage	0.0015838	0.0016381	0.0000543
Retirement Village	0.0015838	0.0016381	0.0000543

A rate payer's share of total rates is determined by the value of their property multiplied by the applicable differential Rate in the Dollar (RiD). The draft 2025/26 Budget RiD has increased compared to last year's on an average of 3.4 per cent for all differentials. This is attributed to a decrease in the overall property valuation for the municipality by \$207 million. There have been several major valuation events taken place in this year.

Valuation Effective Date	Jul-21	Jul-22	Jul-23	Jul-24	Jul-25
Rate Type	\$'million	\$'million	\$'million	\$'million	\$'million
Agricultural Land	84	87	118	118	118
Extractive Landfill	11	11	7	5	5
General	77235	77269	80411	80929	80698
Residential Heritage	95	94	106	107	109
Retirement Village	481	514	540	540	562
<b>Total</b>	<b>77906</b>	<b>77975</b>	<b>81182</b>	<b>81698</b>	<b>81491</b>
<b>Valuation Changes</b>		<b>69</b>	<b>3207</b>	<b>516</b>	<b>-207</b>

Kingston has also added 463 new property assessments in 2024/25, which are subject to Rates in 2025/26 through new Supplementary adjustments. Below is the breakdown of each differential.



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Rate Type	2024/25	2025/26	Additions
Agricultural Land	39	39	0
Extractive Landfill	2	1	-1
General	77056	77521	465
Residential Heritage	105	104	-1
Retirement Village	1140	1140	0
<b>TOTAL</b>	<b>78342</b>	<b>78805</b>	<b>463</b>

**5. Draft Revenue & Rating Plan 2025-2029**

Under the provisions of section 93 of the Local Government Act 2020, Council must prepare and adopt a Revenue and Rating Plan by the next 30 June after a general election for a period of at least 4 years. The draft 2025-2029 Revenue and Rating Plan is updated annually to ensure it remains current.

The Revenue and Rating plan is updated to include the changes advised by Victorian State Government – Treasury & Finance to the Fire Service Property Levy (FSPL). It is expected that in 2025/26 the FSPL will be replaced by the Emergency Services and Volunteers Fund at an increased rate, to be advised.

This initiative will expand funding to support a wider range of emergency services, including VICSES, Triple Zero Victoria, the State Control Centre, Forest Fire Management Victoria, and Emergency Recovery Victoria, in addition to the Country Fire Authority (CFA) and Fire Rescue Victoria (FRV).

The Revenue and Rating Plan has been updated accordingly and is consistent with the Local Government Victoria Best Practice Guide.

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**6. Draft Financial Plan 2025-2035 and Draft Budget 2025/26 Statements**

Refer to the below Comprehensive income statement, Statement of cash flows, Balance sheet and Statement of Capital works, which are included in the budget paper.

**Comprehensive Income Statement**

For the four years ending 30 June 2029

		Forecast Actual	Budget	Projections		
		2024/25	2025/26	2026/27	2027/28	2028/29
NOTES		\$'000	\$'000	\$'000	\$'000	\$'000
Income / Revenue						
Rates and charges	4.1.1	175,566	181,554	186,982	192,993	199,237
Statutory fees and fines	4.1.2	9,348	9,819	9,966	10,116	10,268
User fees	4.1.3	23,399	21,492	27,696	29,836	30,841
Grants - operating	4.1.4	59,010	58,874	60,640	62,459	64,333
Grants - capital	4.1.4	15,052	19,581	21,234	8,498	8,873
Contributions - monetary	4.1.5	8,700	11,209	8,428	8,513	8,598
Net gain (or loss) on disposal of property, infrastructure, plant and equipment		100	100	100	100	100
Other income	4.1.6	6,094	4,637	4,148	4,160	4,171
Total income / revenue		297,268	307,266	319,195	316,675	326,421
Expenses						
Employee costs	4.1.7	125,854	130,170	137,632	140,996	146,327
Materials and services	4.1.8	113,955	116,297	118,449	122,521	125,439
Depreciation	4.1.9	43,915	44,642	46,877	48,877	50,877
Amortisation - intangible assets		225	235	-	-	-
Depreciation - right of use assets	4.1.10	1,300	1,300	1,000	1,000	1,000
Allowance for impairment losses	4.1.11	50	50	50	50	50
Borrowing costs	4.1.12	318	2,209	2,283	2,137	1,983
Finance costs - leases	4.1.13	500	500	500	500	500
Other expenses		714	714	734	752	771
Total expenses		286,832	296,117	307,525	316,834	326,946
Surplus/(deficit) for the year		10,436	11,149	11,670	(159)	(524)

# City of Kingston Ordinary Council Meeting

## Agenda

28 April 2025

### Balance Sheet

For the four years ending 30 June 2029

		Forecast Actual 2024/25 \$'000	Budget 2025/26 \$'000	2026/27 \$'000	Projections 2027/28 \$'000	2028/29 \$'000
	NOTES					
<b>Assets</b>						
<b>Current assets</b>						
Cash and cash equivalents		113,476	103,584	77,296	79,625	85,279
Trade and other receivables		16,464	17,917	18,964	19,980	20,947
Prepayments		1,000	1,000	1,000	1,000	1,000
Non-current assets classified as held for sale		-	-	-	-	-
Other assets		5,928	5,928	5,928	5,928	5,928
<b>Total current assets</b>	4.2.1	136,867	128,428	103,188	106,533	113,154
<b>Non-current assets</b>						
Other financial assets		250	250	250	250	250
Property, infrastructure, plant & equipment		2,978,871	3,036,294	3,076,025	3,070,439	3,061,107
Right-of-use assets	4.2.4	7,697	6,397	5,397	4,397	3,397
Investment property		4,704	4,704	4,704	4,704	4,704
Intangible assets		606	371	371	371	371
<b>Total non-current assets</b>	4.2.1	2,992,127	3,048,016	3,086,746	3,080,160	3,069,828
<b>Total assets</b>		3,128,994	3,176,444	3,189,934	3,186,693	3,182,982
<b>Liabilities</b>						
<b>Current liabilities</b>						
Trade and other payables		24,041	24,041	24,041	24,041	24,041
Trust funds and deposits		11,590	11,590	11,590	11,590	11,590
Contract and other liabilities		6,673	6,673	6,673	6,673	6,673
Provisions		21,921	21,921	21,921	21,921	21,921
Interest-bearing liabilities	4.2.3	590	2,440	2,801	2,955	3,117
Lease liabilities	4.2.4	948	948	948	948	948
<b>Total current liabilities</b>	4.2.2	65,763	67,614	67,974	68,128	68,291
<b>Non-current liabilities</b>						
Provisions		1,802	1,802	1,802	1,802	1,802
Interest-bearing liabilities	4.2.3	11,380	45,830	47,622	44,667	41,549
Lease liabilities	4.2.4	8,467	8,467	8,136	7,854	7,622
<b>Total non-current liabilities</b>		21,649	56,099	57,559	54,322	50,973
<b>Total liabilities</b>		87,412	123,713	125,533	122,450	119,264
<b>Net assets</b>		3,041,582	3,052,730	3,064,401	3,064,243	3,063,718
<b>Equity</b>						
Accumulated surplus		1,523,332	1,537,986	1,569,370	1,567,624	1,564,314
Asset revaluation reserve		1,458,828	1,458,828	1,458,828	1,458,828	1,458,828
Reserves		59,421	55,917	36,203	37,790	40,576
<b>Total equity</b>	4.2.5	3,041,582	3,052,730	3,064,401	3,064,242	3,063,718

# City of Kingston Ordinary Council Meeting

## Agenda

28 April 2025

### Statement of Cash Flows

For the four years ending 30 June 2029

	Notes	Forecast	Budget	Projections	
		Actual			
		2024/25 \$'000	2025/26 \$'000	2026/27 \$'000	2027/28 \$'000
		Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)
<b>Cash flows from operating activities</b>					
Rates and charges		180,003	181,215	186,825	192,926
Statutory fees and fines		9,348	9,574	9,717	9,863
User fees		23,399	20,955	27,004	29,090
Grants - operating		59,010	58,874	60,640	62,459
Grants - capital		15,052	19,581	21,234	8,498
Contributions - monetary		8,700	11,209	8,428	8,513
Other receipts		6,093	4,637	4,148	4,160
Employee costs		(125,854)	(130,170)	(137,632)	(140,996)
Materials and services		(113,955)	(116,297)	(118,449)	(122,521)
Other payments		(714)	(714)	(734)	(752)
<b>Net cash provided by/(used in) operating activities</b>	4.4.1	61,082	58,864	61,183	51,240
<b>Cash flows from investing activities</b>					
Payments for property, infrastructure, plant and equipment		(66,812)	(102,066)	(86,607)	(43,291)
Proceeds from sale of property, infrastructure, plant and equipment		100	100	100	100
<b>Net cash provided by/ (used in) investing activities</b>	4.4.2	(66,712)	(101,966)	(86,507)	(43,191)
<b>Cash flows from financing activities</b>					
Finance costs		(318)	(2,209)	(2,283)	(2,137)
Proceeds from borrowings		12,529	38,614	4,807	(0.00001)
Repayment of borrowings		(445)	(2,313)	(2,655)	(2,801)
Interest paid - lease liability		(500)	(500)	(500)	(500)
Repayment of lease liabilities		(382)	(382)	(332)	(282)
<b>Net cash provided by/(used in) financing activities</b>	4.4.3	10,885	33,210	(963)	(5,720)
Net increase/(decrease) in cash & cash equivalents		5,255	(9,892)	(26,288)	2,329
Cash and cash equivalents at the beginning of the financial year		108,221	113,476	103,584	77,296
<b>Cash and cash equivalents at the end of the financial year</b>		113,476	103,584	77,296	79,625

# City of Kingston Ordinary Council Meeting

## Agenda

28 April 2025

### Statement of Capital Works

For the four years ending 30 June 2029

- - - (0) -

		Forecast Actual 2024/25	Budget 2025/26	Projections		
	NOTES	\$'000	\$'000	2026/27 \$'000	2027/28 \$'000	2028/29 \$'000
<b>Property</b>						
Land		410	170	315	235	3,735
Land improvements		-	-	-	-	-
Buildings		36,896	59,969	24,487	5,476	4,950
Heritage buildings		-	-	-	-	-
Building improvements		-	-	-	-	-
Leasehold improvements		-	-	-	-	-
<b>Total property</b>		<b>37,305</b>	<b>60,139</b>	<b>24,802</b>	<b>5,711</b>	<b>8,685</b>
<b>Plant and equipment</b>						
Plant, machinery and equipment		1,206	550	930	2,500	2,750
Fixtures, fittings and furniture		-	-	-	-	-
Computers & Telecommunications		1,012	346	730	1,530	230
Library books		1,181	1,213	1,237	1,262	1,287
Cultural Assets		476	300	300	300	100
<b>Total plant and equipment</b>		<b>3,875</b>	<b>2,409</b>	<b>3,197</b>	<b>5,592</b>	<b>4,367</b>
<b>Infrastructure</b>						
Roads		6,293	7,008	4,107	14,888	8,188
Bridges		47	-	-	-	-
Footpaths & Cycleways		3,746	2,455	4,771	2,396	1,446
Drainage		5,280	7,400	5,379	6,329	4,429
Recreational, Leisure & Community Facilities		5,368	14,400	36,827	3,190	8,800
Parks, open space and streetscapes		5,848	9,545	9,015	7,185	7,630
Off Street Carparks		1,050	210	510	-	-
Other infrastructure		-	-	-	-	-
<b>Total infrastructure</b>		<b>27,632</b>	<b>41,018</b>	<b>60,608</b>	<b>33,988</b>	<b>30,493</b>
<b>Total capital works expenditure</b>	4.5.1	<b>68,812</b>	<b>103,566</b>	<b>88,608</b>	<b>45,291</b>	<b>43,545</b>
<b>Represented by:</b>						
New asset expenditure		9,178	13,457	11,957	7,910	13,792
Asset renewal expenditure		29,986	32,617	23,755	29,693	21,763
Asset expansion expenditure		12,743	29,404	14,750	1,039	667
Asset upgrade expenditure		16,905	28,088	38,146	6,649	7,324
<b>Total capital works expenditure</b>	4.5.1	<b>68,812</b>	<b>103,566</b>	<b>88,608</b>	<b>45,291</b>	<b>43,545</b>
<b>Funding sources represented by:</b>						
Grants		15,051	19,581	21,234	8,498	8,873
Contributions		594	2,864	200	-	-
Council cash		40,637	42,508	62,367	36,793	34,672
Borrowings / Other		12,529	38,614	4,807	-	-
<b>Total capital works expenditure</b>	4.5.1	<b>68,812</b>	<b>103,566</b>	<b>88,608</b>	<b>45,291</b>	<b>43,545</b>



## 7. Draft Financial Plan 2025-2035

Key highlights and financial plan influences:

- Grants (operating and capital) and contributions all reflect agreed schedules, apart from financial assistance grant revenue that assumes advanced payment and long-term projection based on historical performance. Years 2025/26 and 2026/27 show an increase in capital grants, primarily due to scheduled funding for Mordi Aquatic project. The longer-term forecast, however, indicates a decline in capital grants, as fewer grants have been confirmed at this point.
- Increased user fees for Mordi Aquatic Centre operation begin from year 2026/27.
- Employee Costs reflect Enterprise Agreement (2.75 per cent), WorkCover impacts and staffing levels. The following year 2025/26 includes the final Superannuation increases (0.5 per cent to 12.0 per cent) with subsequent years indexed at 2.5 per cent.
- Materials and services costs have been adjusted to account for inflation through indexation. Additionally, these costs have been aligned with efficiency targets.

### 7.1 Financial Ratios

The 10-year Financial Plan incorporates financial ratios to assess Council's performance and highlight areas for active management.

- Negative underlying result – The reported result, net of capital grants and contributions is a deficit, which in time needs to be improved to be regarded as sustainable. This is a wider issue across the sector reflecting the closing gap of revenue to fund increasing costs of service delivery and capital investments.
- Unrestricted cash exceeding current liabilities – Council manages its financial resources at levels to manage its obligations. The unrestricted cash (not held for specified, dedicated purposes) represent an increasing share of the cash base, contributed by active mobilisation of Council reserves.
- Asset renewal gap – the ability for the assets to be upgraded and renewed above depreciation levels is sound in the medium term but will be a growing challenge as the asset base (and depreciation) grows.

Policy Statement	Measure	Target	Forecast										
			2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29
Consistent underlying surplus results	Adjusted underlying result greater than 0%	> 0%	-4.5%	-6.6%	-5.1%	-5.7%	-5.8%	-5.5%	-5.2%	-4.9%	-4.9%	-4.2%	-3.8%
Ensure Council maintains sufficient working capital to meet its debt obligations as they fall due	Current Assets / Current Liabilities greater than 1.50	> 1.5	2.1	1.9	1.5	1.6	1.7	1.7	1.8	1.9	2.0	2.2	2.3
Allocate adequate funds towards renewal capital in order to replace assets and infrastructure as they reach the end of their service life	Asset renewal and upgrade expenses / Depreciation above 100%	> 100%	106.8%	136.0%	132.1%	74.4%	57.2%	63.8%	61.5%	59.3%	57.3%	55.4%	53.7%
That Council applies loan funding to new capital and maintains total borrowings in line with rate income and growth of the municipality	Total borrowings / Rate revenue to remain below 40%	< 40%	8.2%	1.2%	1.2%	1.1%	1.0%	0.9%	0.8%	0.7%	0.6%	0.5%	0.4%
Council maintains sufficient unrestricted cash to ensure ongoing liquidity as well as to address unforeseen cash impacts if required	Unrestricted cash / current liabilities to be maintained above 100%	> 100%	144.8%	126.2%	86.8%	90.1%	98.1%	104.0%	111.6%	120.9%	130.6%	143.9%	158.4%
Council generates sufficient revenue from rates plus fees and charges to ensure a consistent funding for new and renewal capital	Capital Outlays as a % of Own Source Revenue to remain above 30%	> 30%	32.1%	47.6%	38.7%	19.1%	17.8%	18.0%	18.7%	18.6%	18.5%	18.3%	18.2%

## 8. Kingston Cost of Living Support Package

The rising cost of living continues to place significant financial pressure on many households across our community. As a Council, we recognise the need to balance the cost of delivering critical services and capital works, while supporting those that need it most.

The Kingston Cost of Living Support Package helps vulnerable residents access Council's available support and highlights a range of free and low-cost services for everyone.

It consolidates all Council support options, making them easy to find and access, and promotes additional free services from other agencies, such as financial counselling.

### **8.1 Support**

The support will be in the form of available hardship consideration across a range of Council services and programs. Officers will ensure that there is more accessible communication of the support available across:

- Waves – concessions, entry/membership - school groups, MCH, First Nations, community outreach
- Sport and Recreation – sports club discounts, hardship
- AccessCare – tailored packages
- Family Youth Children's Services – Commonwealth Subsidies
- Community Hubs – subsidies
- Compliance and Amenity – payment plans, pension discounts
- City Economy and Innovation – hardship support for business registration, payment plans for permits
- City Development – concessions and hardship discounts

Additionally, Council resolved on 24 March 2025 to implement a 75% discount for pet registration fees for pensioners, commencing for the 2026 animal registration period.

Finally, Ratepayers qualifying for financial hardship as per Council's [Rates Hardship Policy](#) could apply and make a request to **not have an increase in general rates** year on year from 2024/25 to 2025/26.

- Under the current policy, officers can assess hardship and provide assistance in the form of payment plans, deferrals, waivers on penalty interest on rates in arrears, and paused debt collection. The policy currently does not allow officers to waive rates.

Details of the support initiatives are included in the attachment.

### **8.2 Approach**

The communications plan will be rolled out in a staged approach.

- **Stage 1** will align with the public exhibition of the Draft 2025/26 Budget and is designed to provide advance notice that Community Support options will be coming.
- **Stage 2** will commence following Budget adoption and includes full promotion of all Community Support options. The campaign will continue throughout the 2025/26 financial year

**8.3 Objectives**

- To ensure all residents/community are aware that Kingston has community support options for those that need it most
- To ensure vulnerable community members are aware of the options available to them.
- To provide clear, easy-to-find, consolidated information on all support options available.
- To educate the broader community on the importance of balancing the things we need to deliver with providing support options to those who need it most.
- To ensure the community is aware that we remain committed to investing in our city.

**8.4 Communication Action Plan**

Below is the detailed Communication Action plan, as planned out in Stage 1 and Stage 2.

**Stage 1**

Communication method/channel	Details	Audience	Timing
CNET update	Provide Councillors with advance copy of Community Support stage 1 messaging (this may be combined with a general draft budget update)	Councillors	Late April
Brief/FAQ	Key messages and frequently asked questions for Customer Care and rates team	Customer Care/relevant departments/community	Late April
Draft Budget Mayoral message	Incorporate high level Community Support package info in Draft Budget Mayoral message	Community	Late April
Draft Budget YKYS page	Incorporate high level Community Support package info on public exhibition page for the Draft Budget	Community	Late April
Email marketing	Incorporate high level Community Support package info on email marketing comms announcing public exhibition of Draft Budget	Community	Late April
Media release	Incorporate high level Community Support package info in Draft Budget media release	Media/Community	Late April

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**Stage 2**

<b>Communication method/channel</b>	<b>Details</b>	<b>Audience</b>	<b>Timing</b>
CNET update	Provide Councillors with advance copy of Community Support collateral	Councillors	Late June
Website landing page	Create a landing page on the corporate site outlining all support options available and linking to the relevant area for more info	Community	Late June
Brief/FAQ	Key messages and frequently asked questions for Customer Care and rates team	Customer Care/relevant departments/ community	Late June
Fact sheet/infographic	Prepare an engaging, visual snapshot of support options available	Community	Late June
Mayoral video	Video from the Mayor encouraging community doing it tough to find out about the support options available	Community	Late June
Media release	Incorporate Community Support package info in Budget adoption media release	Media/Community	Late June
Social media	Promote Community support package on social media (organic and boosted content)	Community	Ongoing
Postcard	Postcard promoting Community Support options and pointing to the website for more info for on-the-ground staff to provide vulnerable community members	Community	Late June

**9. Community Consultation**

Development of the Draft Budget and 10-year Financial Plan are informed by feedback and ideas contributed by residents through Kingston's very own 365-day consultation platform, *Talking Kingston*.

The Draft 2025/26 Budget, Draft 2025-35 Financial Plan and Draft 2025-29 Revenue and Rating Plan will be made for public viewing following Council's endorsement at the 28 April 2024 Council meeting. The documents will then be brought back to Council for consideration and adoption in the June 2025 Ordinary Council Meeting.

Officers will ensure copies of the draft documents are made available on Council's website: [www.kingston.vic.gov.au](http://www.kingston.vic.gov.au). They will also be on display at Council's Customer Service Centres, Libraries and Community Hubs. There will be online promotions and sessions in addition to Talking Kingston that continues throughout the year. Interested parties are welcome to contact Council for copies of the documents.

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It is then intended for the Budget, Long Term Financial Plan, and Revenue and Rating Plan to be further considered by Council on 23 June 2025 for adoption.

**10. Conclusion**

The Draft 2025/26 Budget, Draft 2025/2035 Financial Plan, and Draft 2025/2029 Revenue and Rating Plan are recommended for Council in-principle adoption for purposes of public exhibition.

**Appendices**

Appendix 1 - Budget 2025/26 Draft (Ref 25/90447)  [↓](#)

Appendix 2 - Financial Plan 2025-35 Draft (Ref 25/90450)  [↓](#)

Appendix 3 - Revenue and Rating Plan 2025-29 Draft (Ref 25/92420)  [↓](#)

Appendix 4 - Financial Hardship Measures (Ref 25/97918)  [↓](#)

Author/s:	Kamal Khangura, Management Accountant Magda Hordejuk, Team Leader Budgeting and Reporting Scott Moore, Manager Finance
Reviewed and Approved By:	Bernard Rohan, Chief Finance Officer



# 11.1

## DRAFT 2025/26 BUDGET, DRAFT 2025-35 FINANCIAL PLAN, AND DRAFT 2025-29 REVENUE AND RATING PLAN

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2	Financial Plan 2025-35 Draft.....	499
3	Revenue and Rating Plan 2025-29 Draft .....	523
4	Financial Hardship Measures .....	547

City of Kingston

# DRAFT **BUDGET**

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**2025/26**



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## Message from the Mayor



I am extremely proud to present our Budget for 2025/26, the first for our new group of councillors.

We love hearing your ideas and aspirations for our great city, and we were absolutely thrilled to have a record 724 people take the time to make submissions to this budget process through our Talking Kingston platform.

Among the key themes we heard were the need for traffic improvements, more active recreation facilities, clean and well-maintained open spaces, and to encourage more lively and vibrant shopping strips – all of which are reflected in this year's Budget.

Like you, we are passionate about the future of Kingston, and we want you to feel empowered to talk to us about the place you know best.

Ideas from our community will always make us more adaptive, innovative, connected, and resilient and we can't wait to put what we've heard from you into practice over the next year and beyond. You can submit feedback at any time via [yourkingstonyoursay.com.au/talking-kingston](https://yourkingstonyoursay.com.au/talking-kingston)

These are really challenging economic times, and that is reflected in the cost-of-living relief provided in this budget.

This includes financial hardship assistance, offering reduced fees on services such as aged care, leisure centres, and pet registration, and providing a range of low-cost and free community activities.

We are acutely focused on investing your rates efficiently and effectively. This is a financially responsible budget that focusses on delivering key community services and renewing and maintaining vital infrastructure to ensure it continues to deliver for the community well into the future, while still looking out for those that need a little more help.

It also accommodates new projects and programs that our growing community needs, with our planned capital works program topping \$103.6 million.

It includes projects like our new Mordi Aquatic Centre, the revitalisation of the Edithvale Shopping Strip, major upgrades to roads like Beilby Street in Moorabbin and Broadway Road in Bonbeach, a swath of playground improvements and important access improvements along the foreshore.

Your rates continue to help us build a strong, connected Kingston community with great facilities, programs, and support for all.

Importantly, your continued engagement also has us in a very strong position to advocate to the State and Federal Governments around important issues and projects like housing, the Suburban Rail Loop and level crossing removals.

This advocacy has also extended to securing funding for important local projects like the Mordi Aquatic Centre that is well underway and major upgrades to Le Page Park and Namatjira Park, which will now be able to happen sooner.

It is shaping as another big year as we continue to make Kingston an even better place.

Cr Georgina Oxley  
MAYOR, CITY OF KINGSTON

# Highlights of our capital works program

Council is proposing to invest \$103.6m in capital works for our community.

We've prepared a sustainable budget that balances the renewal and upgrade of existing community facilities with the delivery of new infrastructure, ensuring our facilities remain functional, accessible, and aligned with the community's needs.



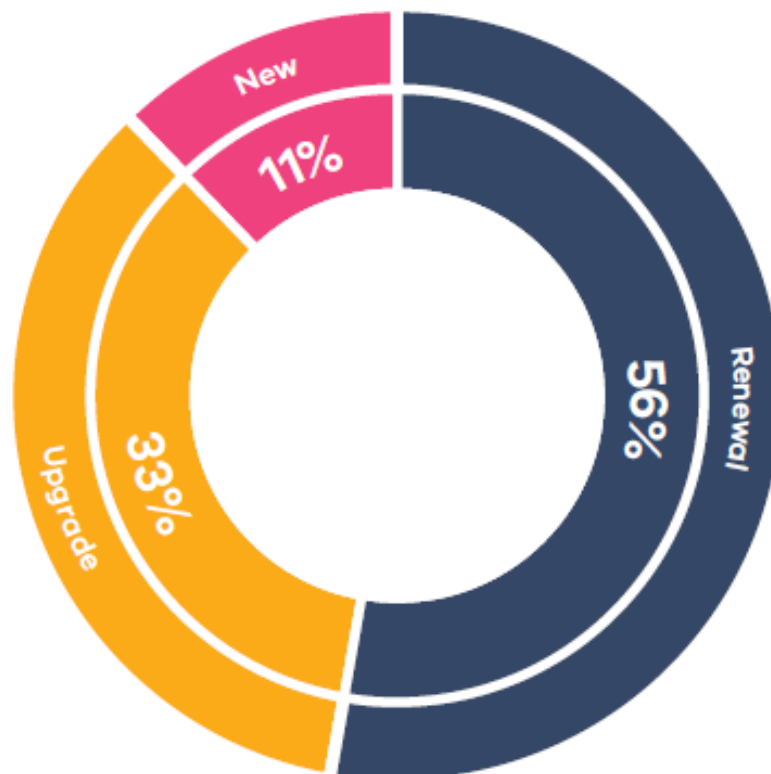
**Upgrade:**  
Improves an existing asset to provide a higher level of service, capacity or functionality.  
*For example – extending an existing sporting pavilion to add additional change facilities*



**Renewal:**  
Restores an existing asset back to its original condition and level of service.  
*For example – replacing the surface of a hockey pitch*



**New:**  
Creates a new asset to deliver a new service  
*For example – building a new community centre*



**Note -** The above graphic excludes the Mordi Aquatic Centre development (classified as expansion and renewal), summarised on the following page.



# Type of capital investment

## Summary of capital works by category

	Mordi Aquatic Centre development	\$48.6m
	Community & Sporting Facilities	\$20.5m
	Fleet, Equipment & Technology	\$2.4m
	Parks & Reserves	\$6.3m
	Playgrounds & Active Recreation	\$5.6m
	Roads, Drains, Footpaths and Bike paths	\$20.2m

## Key strategies, plans and programs

Road Resurfacing & Renewal Program	\$6.9m
Drainage Flood Mitigation Program	\$6.6m
Namatjira Master Plan	\$4.5m
Building Renewal Program	\$4.0m
Le Page Master Plan	\$3.3m
Local Shopping Centre Amenity Renewal Program	\$2.8m
Playspace Strategy Implementation	\$1.7m
Foreshore Renewal Program	\$12m
Community Sports Club Infrastructure Program	\$1.0m
Footpath Renewal Program	\$1.0m
Walking & Cycling Strategy Implementation	\$1.0m
Sportground Lighting Program	\$0.8m

## Budget – at a glance

- Continuous improvement on customer service
- The Total Average General Rate and Municipal Charge to increase by 3.0% in compliance with the Fair Go Rates System Legislation
- Municipal Charge to remain at \$100
- No change to the differential rate categories and levels, as follows:
  - Extractive / Landfill Land differential +300%
  - Agricultural / Farmland differential -20%
  - Retirement Village Land differential -10%
  - Heritage Land differential -10%
- Pensioner Rebate to increase by the 3.0% rate cap increase to \$127.00 (2024/25, \$123.30) for eligible pensioners
- Waste service charge is compliant with the new Minister's Good Practice Guidelines for Service Rates and Charges
- Total Capital Works program of \$103.6 million
- Overall cash holdings to decrease by \$9.9 million in 2025/26.

### Operational highlights:

- Open Space in-house mowing team and new mowing contractors are servicing an increased volume of open space to provide welcoming parks and reserves across Kingston - \$1.1 million
- Open Space new contractors are mowing and caring for our high-quality playing surfaces on the sportsground - \$0.4 million
- New Foreshore Cleaning contractors are delivering manual litter collection, sand raking and seaweed removal to ensure our beaches remain safe, clean and inviting - \$0.4 million.
- Investment in IT software pertaining to Unified Communications, telephony licensing, application whitelisting, vulnerability detection and remediation platforms, and geospatial systems - \$0.7 million
- Increased drainage cleaning and maintenance costs due to continued adverse wet weather and storm events as well as managing new assets handed over for maintenance - \$0.7 million
- Grants program allocation across Operational & Partnership grants, Community Bi- annual grants, Community Small grants, Individual Development grants and Community festivals, Events & Creative Activities grants, plus SES funding & Cheltenham Community Centre rent - \$2.0 million.
- Strengthened governance and service delivery for critical teams and readiness for the New Mordi Aquatic Centre operations (\$0.6 million)

## Chief Executive Officer's Summary



Responsible financial management and future thinking are the key characteristics of our 2025/26 Budget.

We are a thriving city thanks to our great community and local businesses and our council is committed to building on our great strengths.

Investing your rates wisely means continuing to deliver the services needed, renewing and maintaining our facilities and key infrastructure and delivering new projects in a collaborative, considered and cost-effective manner, as outlined in this blueprint for the year ahead.

With a proposed operational expenditure budget of \$296.1 million, and \$103.6 million committed to capital works, we are very well placed to deliver a significant portfolio of projects and services for our community.

It has been extremely helpful to again have such strong buy-in from our community through our year-round Talking Kingston platform, with your ideas and feedback playing a huge role in informing the development of this budget.

I'm proud to be leading an organisation that places so much value in the opinions and voices of our Kingston community, we are certainly stronger and better placed to deliver through doing this.

These remain challenging economic times, with cost-of-living pressures an immediate and pressing issue and the Victorian Government's rate-capping legislation placing further pressure on councils like ours right across the state.

The development of any budget is a balancing act, and we are focused on strengthening our community while future-proofing our city. Key to this is placing even more emphasis on innovation and efficiency, areas where we continue to make great gains.

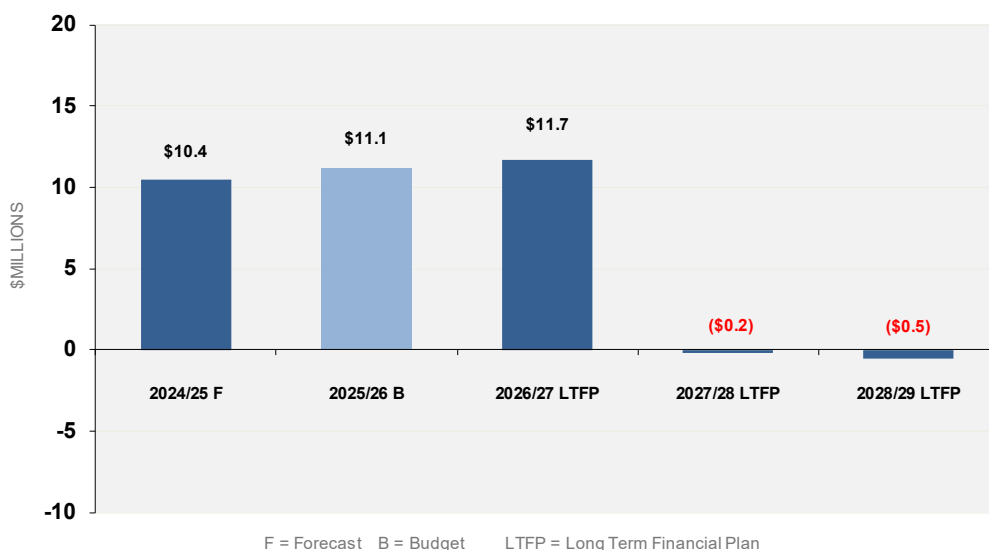
Sector leading work being done through our Integrated Water Strategy, in the Early Learning space and by our Project Management Office have been recognised on the national stage and are examples of this.

We are solutions focused, flexible and adaptable and believe this budget sets a strong platform from where we can pursue the key objectives of our proposed Council and Wellbeing Plan, which include Kingston being Healthy & Connected, Vibrant & Prosperous, Liveable & Sustainable and Responsibly Governed.

Kingston is a place we can all be proud of, as we work together to build an even brighter future for our city. I'm excited about what the future holds and pleased to present our Budget for 2025/26.

**Peter Bean**  
CHIEF EXECUTIVE OFFICER  
CITY OF KINGSTON

## FINANCIAL PERFORMANCE

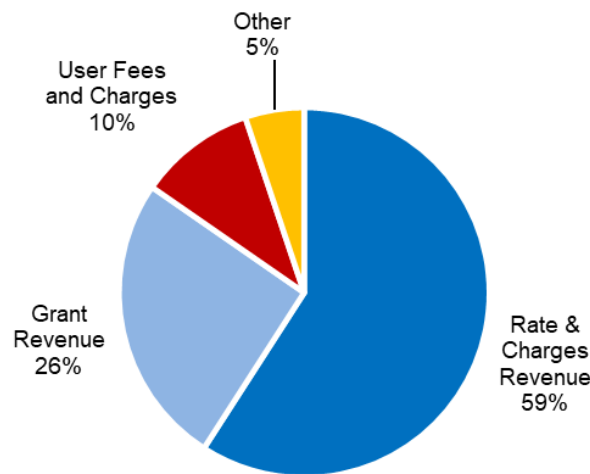
**Graph 1** Projected net operating result

Council's projected 2025/26 net operating result is a \$11.1 million surplus.

This reflects the increased costs in labour and materials due to inflation pressure and additional service demand anticipated in the year. It takes into account depreciation and amortisation expenses of \$46.2 million.

The projected net operating surpluses in 2025/26 and 2026/27 are largely due to capital grants. Over the period 2024/25 to 2026/27, forecast capital grants include the additional \$20.0 million funding for Council's new Mordi Aquatic Centre. The project is further funded with borrowing of \$56.0 million over the period 2024/25 to 2026/27.

Whilst the 10-year Financial Plan fully responds to Council's obligation to comply with the Fair Go Rates System Legislation (rate capping), the ongoing costs pressures in the following years means a decreasing revenue and worsening surplus position.

**Graph 2 Budget 2025/26 Revenue sources****Revenue sources**

In developing the four-year financial plan, rates and charges revenue is identified as an important source of revenue and accounts for approximately 59% of the total revenue received by Council annually. Planning for future rates is therefore an important component of the long-term financial planning process. Council has a responsibility to ensure that sufficient income is generated (including rates) to ensure both continuity of services and the provision and renewal of community assets.

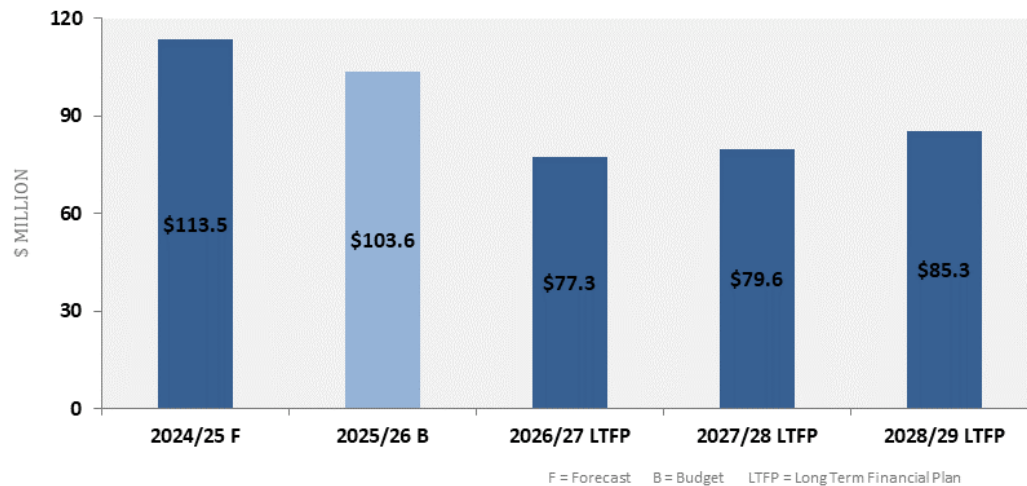
Council's reliance on rates and charges revenue as its principal source of revenue at 59% is close to the average for metropolitan Melbourne councils. Graph 2 above indicates that Council has a reliance on rate revenue as grant revenue and user fees and fines do not traditionally keep up in real terms with growth in price changes.

'Cost shifting' from other levels of government also requires Council to try to find new revenue from other sources. Cost shifting refers to situations when other levels of government reduce, in real term, grants or contributions to Council but maintain the same level of requirement or service standard. It also happens when decisions are made requiring Council to perform new or additional functions without providing adequate resources.

Kingston's grant revenue and user fees and charges is expected to remain relatively constant in 2025/26. Grant revenue in 2025/26 includes \$19.6 million for capital grants, featuring \$10.0 million for the new Mordi Aquatic Centre, \$2.4 million Namatjira Park Masterplan Implementation, \$1.5 million Le Page Park Masterplan Implementation, \$1.3 million for Local Roads & Community Infrastructure and \$1.2 million Library stock purchasing.



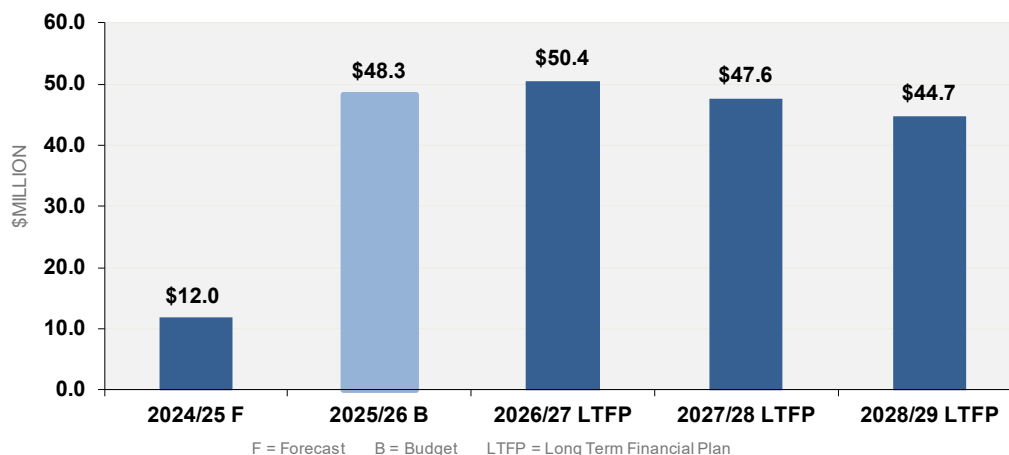
## FINANCIAL POSITION

**Graph 3** Closing cash position**Cash position**

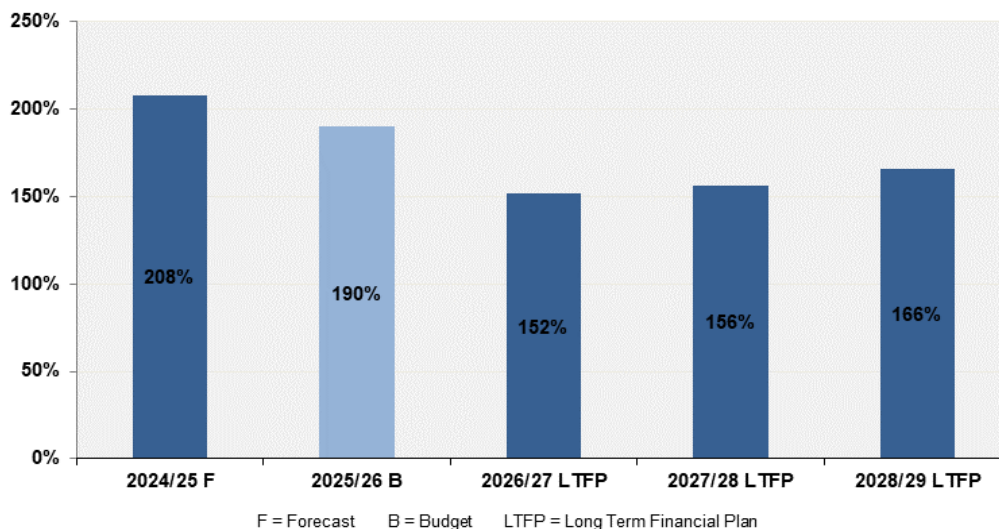
Budgeting cash flow is key in ensuring Council's ability to continuously providing services and meeting its financial obligations whilst providing a guide to the level of sustainable capital expenditure.

As indicated in the graph 3 above, Council forecast a reduction of \$9.9 million in cash holding by the end of 2025/26 in anticipation of increased costs compounded by slower revenue collection. To maintain a balanced cash position in the long-term, borrowings of approximately \$56.0 million have been assumed (\$12.5 million in 2024/25, \$38.6 million in 2025/26 and \$4.8 million in 2026/27) to fund the development of new Mordi Aquatic Centre. This ensures Council's continuous strong cash position to support long-term financial strategy and sustainability, as well as it has the flexibility to respond to unexpected events or opportunities.

Cash levels are expected to remain stable across the long-term financial plan. It is important to note that while the forecasts do not assume any carry forward capital works (which refers to work not completed within the financial year and therefore transition with budget to the next year), based on history this amount is likely to be between \$5.0 million and \$10.0 million at each year's end and spent in the next financial year.

**Graph 4 Debt outstanding****Debt outstanding**

Debt outstanding as at 30 June 2025 is expected to be \$12.0 million. Council is planning to borrow \$12.5 million in 2024/25, \$38.6 million in 2025/26 and \$4.8 million in 2026/27 (total approximately \$56.0 million) to fund the new Mordi Aquatic Centre as shown in the graph 4 above. The graph reflects repayment of the loan from 2025/26 onwards.

**FINANCIAL INDICATOR****Graph 5 Working capital ratio****Working capital**

Graph 5 above, demonstrates that Council has the ability to discharge its short-term financial obligations as the value of current assets is in excess of the value of current liabilities. Refer to section 3 Financial Statements with Balance Sheet for more details.

Over the next four years Council's working capital ratio is expected to be in the range of 152% to 190%.

## ASSET MANAGEMENT

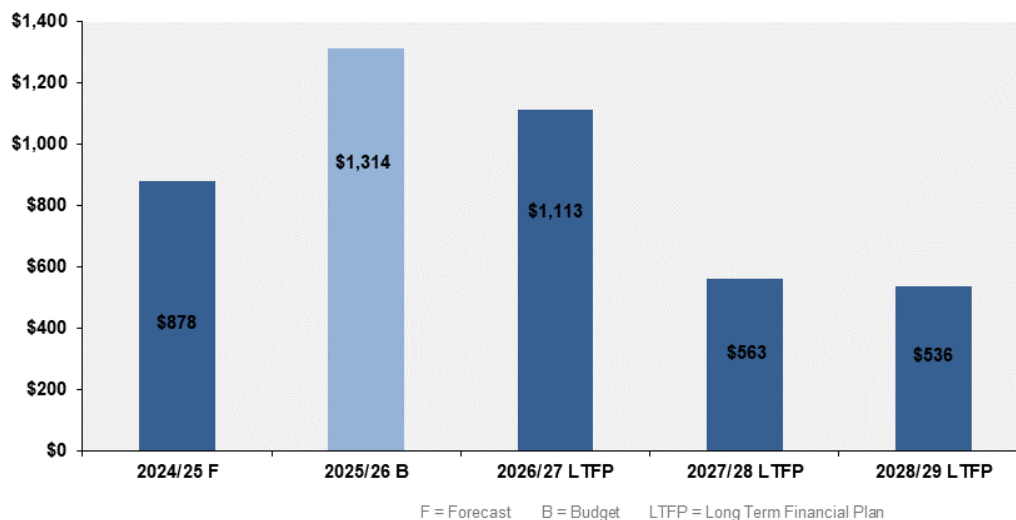
### Capital expenditure

Council's adopted *Asset Management Strategy* sets out the capital expenditure requirements of Council for the medium term and remains a key input to the 10-year Financial Plan. It predicts infrastructure renewal needs and considers other asset needs to meet current and future community service expectations.

Council does not have sufficient resources to immediately meet all the expressed community requests for new assets and the renewal of existing assets. To address this challenge, however, Council is focusing on improving its asset data to help inform its asset renewal requirements.

Council is proposing to spend \$281.0 million on new assets, asset renewal, expansion and upgrade by 2028/29. This level of expenditure will ensure assets are generally maintained within intervention levels through the medium to longer term to 2034. Refer to section 3 Financial Statements and Statement of Capital Works for more details.

**Graph 6** Capital expenditure per assessment



### Capital expenditure per assessment

An often-used measure in local government is capital expenditure per assessment. In 2025/26 this is forecast to be approximately \$1,314 per assessment which is slightly higher than year 2024/25 and lower than 2026/27. The 10-year Financial Plan forecasts an average of \$882 per assessment in the four-year outlook reflecting the confirmed level of funding for capital projects. Capital spending in the immediate two financial years has been impacted by the Council's new aquatic district project.

However, the longer-term projection presents a more balanced capital spending outlook. Council will continue to advocate for grant funding for specific projects to supplement the capital works program and these will be added as new grants are confirmed in the future.

## CONCLUSION

The 2025/26 Budget presented in this report has been prepared on the basis of responsible and prudent financial management responding to revenue constraints and increased costs pressure. It has been developed through a rigorous process of internal consultation and ongoing public engagement through Talking Kingston and strategic review with Council.

The Budget considers and responds to the current global economic environment; it is forward-looking, financially responsible and has regard to the State Government's rate capping policy and, most importantly, it facilitates the achievement of the Council & Wellbeing Plan.

More detailed financial information is in the following sections of this document.

## Budget Influences

This section sets out the key budget influences arising from the internal and external environment Council operates within.

### SNAPSHOT OF KINGSTON CITY COUNCIL

Council faces changes in the external environment that are outside its control. This includes the highly regulated environment Council operates in, with decisions by other levels of government impacting locally. Several assumptions have been necessary to undertake the planning and budgeting processes.

### KINGSTON AT A GLANCE

Located 15 kilometres south of the Melbourne CBD, the City of Kingston was formed in 1994 by the merging of the former Cities of Mordialloc and Chelsea with sections of the former Cities of Springvale, Oakleigh and Moorabbin. The City's landmarks are diverse and distinct. The area, known for its 'village like' neighbourhoods, offers a relaxed quality of life. Spanning 91 square kilometres with 13 kilometres of foreshore along Port Phillip Bay it includes natural wetlands, historic market garden districts and world class golf courses. The prosperity of the community, underpinned by the Moorabbin and Braeside manufacturing areas, vital shopping precincts and an enviable choice of quality schools and tertiary institutions has attracted growth and development particularly in the more popular coastal areas.

### OUR CHALLENGES AND OPPORTUNITIES

#### **Enabling better and fairer health and wellbeing outcomes**

While many people in Kingston enjoy good health, preventable chronic diseases are increasing, and health inequity is becoming more pronounced. Our health and wellbeing are shaped by our daily lives and the neighbourhoods we live in. Everyone deserves a fair chance to be healthy, regardless of postcode, gender, ability or cultural background.

Council plays a vital role in supporting health and wellbeing through urban planning, open spaces, transport, food environments, and community services. By focusing on reducing inequalities, we can help create a healthier and more connected community for everyone.

#### **Maintaining a prosperous local economy**

Kingston's economy is evolving from traditional industries to service-based sectors. Council is working to support this shift by encouraging local investment and collaborating with businesses and government to drive new growth and create more local jobs.

Our retail sector is thriving in some areas but facing challenges in others. Council's business support programs, streetscape improvements and community events help strengthen local businesses, create lively public spaces and support stable employment – all of which contribute to a stronger, more vibrant local economy.



**Enhancing Liveability**

Liveability is shaped by neighbourhood qualities that support wellbeing and quality of life. Kingston's 2024 Liveability Survey highlighted the importance of public open space, natural features, local businesses, walking and cycling paths, and a sense of safety.

Council is committed to improving liveability by maintaining open spaces, playgrounds, libraries, and sports fields, and by fostering cultural and social connections. As our community grows, protecting and enhancing these qualities will ensure Kingston remains a welcoming and supportive place to live.

**Responding to climate and ecological emergency**

Climate change poses immediate threats to Kingston's beaches, biodiversity, infrastructure and people. Council's Climate and Ecological Emergency Response Plan targets net zero emissions for operations by 2025 and community-wide net zero by 2030.

As our climate changes, Kingston will be subject to more frequent and intense storm events and increased risks of flooding. Council is working with Melbourne Water on a flood modelling project to better understand and manage these risks. We are determined to ensure Kingston remains resilient in the face of climate change.

**Housing our growing population**

Kingston's population is expected to grow by 17.7% to 192,026 by 2046, with the most growth around Highett, Moorabbin and Cheltenham. State planning changes, including the 2023 Housing Statement, the Suburban Rail Loop and Plan for Victoria will likely drive even higher growth.

Council is focused on providing the infrastructure and services needed to support this growth, including more open spaces, recreation facilities and affordable housing. By carefully managing development, we can ensure Kingston remains a place where people feel at home and connected to their community.

**Demand on our services and assets**

Council manages a large network of community assets – from roads and drainage to playgrounds and community buildings. As our infrastructure ages, maintaining these assets becomes more challenging.

A significant part of Council's capital budget is needed to keep existing assets in good condition. Careful planning is essential to balance maintenance costs with community needs and funding strategies. By making thoughtful decisions, we can maximise the lifespan of our assets and continue to provide high-quality services.

**Victoria's Big Build Program**

The State Government's Big Build Program is transforming Kingston, with 20 level crossings set to be removed by 2029 and Suburban Rail Loop works progressing in Heatherton and Cheltenham.

Council is actively working to ensure these projects deliver positive outcomes for our community. This includes advocating for well-designed Suburban Rail Loop structure plans for Cheltenham and Clayton supporting traders affected by works, and ensuring new infrastructure enhances local liveability and connectivity.

**Planning for our services now and into the future**

Delivering effective services in Kingston means adapting to changing needs while managing limited financial and staffing resources. Rising costs, legislative changes and shifting demographics are key challenges.

Council's service planning model helps us respond to these changes, improve efficiency, and ensure services are aligned with community needs. Our goal is to provide high-quality, accessible and responsive services that support the wellbeing of all residents.

**Financial Sustainability**

Kingston faces growing financial pressures from population growth, rising service costs, ageing infrastructure and climate change. Rate capping and limited government funding make financial planning even more challenging.

Council is working hard to maintain financial stability while continuing to meet community needs. We offer hardship support and flexible payment options for ratepayers under financial stress. Careful management of resources will ensure we can continue to deliver essential services and infrastructure into the future.

**BUDGET PRINCIPLES**

In response to these significant influences, budget targets were set, and guidelines were prepared and distributed to all council officers with budget responsibilities. The guidelines set out the key budget principles upon which the officers were to prepare their budgets. The principles included:

- existing fees and charges to be increased by approximately 3% of market levels unless set by other levels of government or benchmarked
- grants to be based on confirmed funding levels and is subject to timing of payment
- new revenue sources to be identified where possible
- service levels to be maintained at prior year levels with an aim to use less resources with an emphasis on innovation and efficiency
- staff levels to be maintained at sustainable levels
- no increase in materials expenditure unless a contracted cost escalation clause applies; budget 2025/26 is particularly complex and challenging given the rapid movement in Consumer Price Index (CPI)
- real savings in expenditure and increases in revenue identified in prior years to be preserved
- total borrowing of \$56.0 million assumed over 2024/25, 2025/26 and 2026/27 for the new Mordí Aquatic Centre
- a total of 98% of total rates and charges raised will be collected in the 2025/26 year with 20% collection of rates and charges in arrears
- trade creditors to be based on total capital and operating expenditure
- other debtors and creditors to remain consistent with 2024/25 levels
- employee entitlements to be increased by enterprise bargaining agreements; and employees will continue to take annual leave at the current rate.

## FIRE SERVICES PROPERTY LEVY (FSPL) AND EMERGENCY SERVICES VICTORIA FUND (ESVF)

On 1 July 2025 Fire Services Property Levy (FSPL) will be replaced by the Emergency Services and Volunteers Fund (ESVF), as announced by Victorian State Government – Treasury & Finance.

Like the FSPL, the ESVF will be calculated based on a fixed charge that varies by property type, and a variable charge based on property value. Pensioners, veterans and single farm enterprises will continue to receive concessions. Every dollar raised will go towards vital life-saving equipment, vehicles, staff, training for volunteers, community education, and recovery support for when Victorians need it most.

The Emergency Services Victoria Fund (ESVF) will operate on a similar model to the Fire Services Property Levy (FSPL), employing a dual-component calculation. This calculation will comprise a fixed charge, which will vary according to property classification, and a variable charge, directly proportional to the assessed property value. Continuing the established practice, concessions will be maintained for eligible pensioners, veterans, and single farm enterprises, ensuring equitable financial consideration for these groups.

The collection of the ESVF will be administered through local councils, facilitating a streamlined and established collection process.

All revenue generated through the ESVF will be exclusively allocated to the enhancement of vital emergency services. These funds will be directed towards the acquisition of life-saving equipment, procurement of essential vehicles, provision of staffing resources, delivery of comprehensive volunteer training programs, implementation of community education initiatives, and the provision of crucial recovery support services, ensuring Victorians receive the necessary assistance during times of crisis.

## Economic Assumptions

Assumptions	Notes	Forecast	Budget	Projections		
		2024/25	2025/26	2026/27	2027/28	2028/29
CPI	1	2.75%	3.00%	2.75%	2.50%	2.50%
Rates and charges	2	2.75%	3.00%	2.75%	2.50%	2.50%
Growth of population	3	1.00%	1.00%	1.00%	1.00%	1.00%
Statutory fees and fines		1.50%	1.50%	1.50%	1.50%	1.50%
User fees	4	3.00%	3.00%	3.00%	3.00%	3.00%
Grants - Operating	5	3.00%	3.00%	3.00%	3.00%	3.00%
Grants - Capital		As per Capital Works program				
Contributions - monetary		Based on Planning Trend				
Other income		1.00%	1.00%	1.00%	1.00%	1.00%
Employee costs	6	As per Council's Enterprise Agreement, and Superannuation Guarantee				
Materials and services		2.75%	3.00%	2.75%	2.50%	2.50%
Depreciation & Amortisation		As per Additions from Capital Works program				
Other expenses		1.50%	1.50%	1.50%	1.50%	1.50%

### Notes to Assumptions

#### 1. CPI

Council utilises the CPI rate projected by the Department of Treasury & Finance in the State Budget, extrapolated for a longer term outlook.

#### 2. Rates and charges (Rate Cap)

Council is compliant with the rate cap (Fair Go Rates System) each year, which is determined by the Minister for Local Government on the advice of the Essential Services Commission. Refer to the Revenue & Rating Plan 2025-2029 for further information on the Fair Go Rates System.

#### 3. Growth of population

Kingston's community is constantly growing with population estimated to increase by 18% and reaching approximately 196,000 residents by 2041.

#### 4. User Fees

Council endeavours to maximise user fees & charges revenue each year. Refer to the Revenue & Rating Plan 2025-2029 for further information on user fees.

#### 5. Grants Operating - Recurrent

Recurrent Grants are often tied to CPI and therefore Council uses CPI as the assumption for grant funding growth unless predetermined in the grant agreements.

#### 6. Employee Costs

Increases in employee costs are linked to Council's Enterprise Agreement (EA). Council's current EA expires on 30 June 2027.

## Budget Reports

The following reports include all statutory disclosures of information and are supported by the strategies described below.

This Section includes the following reports and statements in accordance with the Local Government Act 2020 and the Local Government (Planning and Reporting) Regulations 2020.

1. Link to the Integrated Strategic Planning and Reporting Framework
2. Services and Service Performance Indicators
3. Financial Statements
4. Human Resources Summary
5. Notes to the Financial Statements
6. Capital Works Program
7. Targeted and Financial Performance Indicators



## 1. Link to the Integrated Strategic Planning and Reporting Framework

This section describes how the Budget links to the achievement of the Community Vision and Council & Wellbeing Plan 2025-29 within an overall integrated strategic planning and reporting framework. This framework guides Council in identifying community needs and aspirations over the long term (Community Vision and Financial Plan), medium term (Council & Wellbeing Plan, Workforce Plan, and Revenue and Rating Plan) and short term (Budget and Annual Action Plan) and then holding itself accountable (Annual Report).

### 1.1 LEGISLATIVE PLANNING AND ACCOUNTABILITY FRAMEWORK

The Budget is a rolling four-year plan that outlines the financial and non-financial resources that Council requires to achieve the strategic objectives described in the Council & Wellbeing Plan. The diagram overleaf shows the City of Kingston's integrated strategic planning and reporting framework.

At each stage of the framework there are opportunities for community and stakeholder input to ensure transparency and accountability to residents and ratepayers.

#### 1.1.2 KEY PLANNING CONSIDERATIONS

##### **Service level planning**

Councils have a legal obligation to provide some services such as animal management, local roads, food safety and statutory planning. However, there are many services which are delivered by councils that are not legally mandated, including libraries, swimming pools, family and children's services, parks and sporting facilities.

Since the needs and expectations of communities can change over time, robust processes for service planning and review are required to ensure all councils consider equity, accessibility, quality, value and continuous improvement when planning for and delivering services, ensuring they are in line with community expectations.

To achieve this, councils engage with their communities to determine how to prioritise resources and balance service provision against other responsibilities such as asset maintenance and capital works.

Community consultation by the City of Kingston is held in line with Council's adopted Community Engagement Policy and Public Transparency Policy.



## 1.2 OUR PURPOSE

### Community vision<sup>1</sup>

*Kingston is a resilient, inclusive and diverse community. We are building the most liveable and sustainable city in Victoria.*

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

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

### Council's vision

*Kingston: Unique, Connected, Thriving!*

*We are a Council shaping a brighter future that champions wellbeing and safe communities. We are building an accessible and sustainable city that is truly a unique destination where everyone belongs.*

## 1.3 COUNCIL & WELLBEING PLAN KEY DIRECTIONS

The Council & Wellbeing Plan 2025-29 sets the organisation's key directions, objectives and demonstrates what we will do to achieve our objectives which contribute to the realising of Council's long-term Community Vision. It details how we will ensure the Community Vision is attained, whilst also focusing on how we will work with our community, key stakeholders, community organisations, surrounding municipalities and other levels of government to achieve this.

The Council & Wellbeing Plan 2025-29 was developed in close collaboration with our Deliberative Community Panel, and with consideration to other research and feedback from both internal and external stakeholders.

The Council & Wellbeing Plan 2025-29 is structured into four Key Directions and Strategic Objectives, as follows:

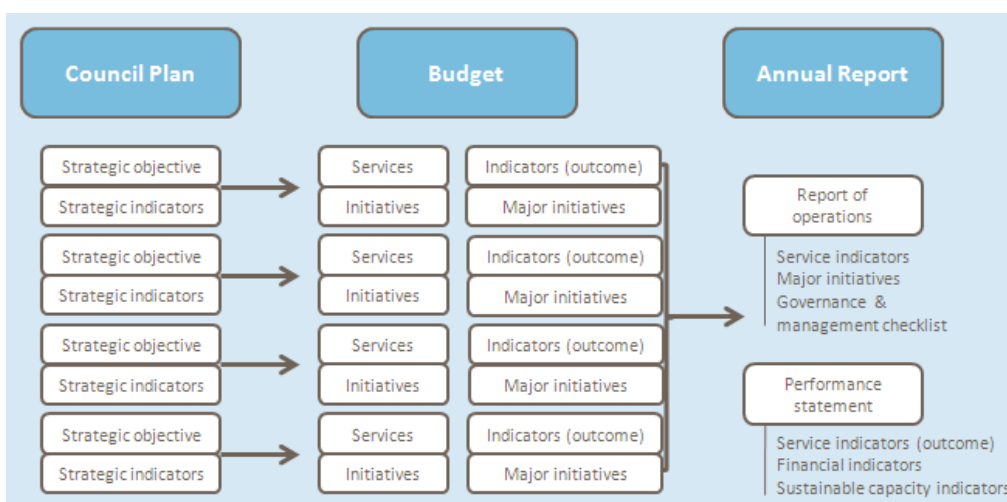
Key Direction	Objective
HEALTHY & CONNECTED	We are a healthy, inclusive and accessible community, where social connections thrive and everyone feels supported and safe.
VIBRANT & PROSPEROUS	We are a welcoming, lively and creative city that celebrates well-utilised community spaces and thriving local businesses.
LIVEABLE & SUSTAINABLE	We live in a sustainable, well-planned and maintained city that preserves neighbourhood character, protects the environment and is future-focused.
RESPONSIBLY GOVERNED	We are a transparent and efficient organisation that is accountable, responsive and cost-effective.

<sup>1</sup> Your Kingston Your Say Community Vision – the community's long-term vision for Kingston, developed through extensive community engagement and adopted in 2021. For more information visit [kingston.vic.gov.au/vision](https://kingston.vic.gov.au/vision)

## 2. Services and Service Performance Indicators

This section describes the services and initiatives to be funded in the Budget for 2025/26 and how these will contribute to achieving the objectives outlined in the Council & Wellbeing Plan. It also describes several initiatives and service performance outcome indicators for key areas of Council's operations.

To support transparency and accountability, Council is required by legislation to identify major initiatives, initiatives and service performance outcome indicators in the Budget and report against them in its Annual Report. The relationship between these accountability requirements in the Council & Wellbeing Plan, the Budget and the Annual Report is shown below.



Source: Department of Jobs, Precincts and Regions

The City of Kingston's Council & Wellbeing Plan 2025-29 and Annual Reports can be found on Kingston's website [kingston.vic.gov.au](https://kingston.vic.gov.au)

## 2.1 KEY DIRECTION - HEALTHY &amp; CONNECTED

**Objective - We are a healthy, inclusive and accessible community, where social connections thrive and everyone feels supported and safe.**

**What we will do to achieve our objective:**

- Provide affordable, accessible and high-quality local services that address the different needs of our community members.
- Support our diverse and growing community to participate in community life and strengthen connections to foster a sense of belonging and address loneliness and isolation.
- Provide environments and services that promote and support mental and physical health and wellbeing.
- Support our community to feel safe and be safe.
- Prevent and reduce all forms of family violence in our community.
- Empower and nurture our community to develop and lead community-based initiatives.

**Services**

Service area	Description		2023/24 Actual \$'000	2024/25 Forecast \$'000	2025/26 Budget \$'000
Access Care	provides comprehensive support for vulnerable and aged individuals with complex care needs, including personal care, homeless outreach, domestic assistance, nursing, shopping assistance, care management and social outings.	<i>Inc</i>	40,256	39,319	37,414
		<i>Exp</i>	39,056	39,638	37,435
		<i>Surplus / (deficit)</i>	1,200	(319)	(21)
Active Kingston	provides recreational, educational and health services and infrastructure to all ages and physical abilities to improve the physical, social and mental health and wellbeing of the community.	<i>Inc</i>	6,085	6,046	6,153
		<i>Exp</i>	9,105	9,452	10,070
		<i>Surplus / (deficit)</i>	(3,020)	(3,406)	(3,918)
Compliance & Amenity	works with the community to provide a safer and more liveable municipality through education, compliance and enforcement of the Road Safety Rules, Local Laws, animal management, local school crossing supervisors and reducing pollution and fire risks.	<i>Inc</i>	5,667	5,866	6,178
		<i>Exp</i>	6,232	6,280	6,289
		<i>Surplus / (deficit)</i>	(565)	(414)	(112)
Environmental Health	safeguards public health by regulating food and personal care businesses for compliance with Victorian Government legislation and responding to health and environmental risks across the municipality.	<i>Inc</i>	1,252	1,404	1,403
		<i>Exp</i>	1,849	1,752	1,843
		<i>Surplus / (deficit)</i>	(597)	(347)	(439)
Family, Youth & Children's Services	provides early, middle years and youth services that support the health, wellbeing, and development of children, young people and families, which includes service provision, planning and coordination, facility planning, advocacy, and strengthening community capacity.	<i>Inc</i>	18,852	19,664	19,991
		<i>Exp</i>	24,502	24,841	25,364
		<i>Surplus / (deficit)</i>	(5,650)	(5,177)	(5,373)



Service area	Description		2023/24 Actual \$'000	2024/25 Forecast \$'000	2025/26 Budget \$'000
Inclusive Communities	provides information, support, and a wide range of programs and events to enhance community wellbeing. It also manages Community Hubs, delivering programs and events that foster community engagement.	Inc	646	931	917
		Exp	7,362	7,841	7,740
		Surplus / (deficit)	(6,716)	(6,910)	(6,822)
Total Healthy & Connected			(15,348)	(16,573)	(16,685)

#### Other initiatives

- Implement a transparent expression of interest process to ensure fair access to all spaces in Community Hubs, optimising the utilisation of Council-managed facilities.
- Implement community connection initiatives to acknowledge Loneliness Awareness Week 2025.
- Develop a First Nations youth program through the Derrimut Weelam Gathering Place to foster cultural pride, develop skills and create pathways for future education and workforce success.
- Support sports clubs to enhance access and inclusion opportunities to increase community participation in sport and recreation.
- Create a localised 2025 campaign to encourage young women to get active.
- Design and deliver with council partners local anti-smoking campaigns for young people to strengthen tobacco control and protect children and young people.
- Provide information to the community about gambling harm and supports available to reduce harms from gambling in our community.
- Progress the update of Council's Gambling Policy to prevent and reduce harm from gambling in the City of Kingston.
- Complete the pilot Community Food Connections study to establish a baseline food profile that will identify future food initiatives to increase healthy eating in the community.
- Develop an alcohol profile for Kingston to identify opportunities for Council to prevent and minimise alcohol-related harm in our community.
- Co-design anti-smoking campaigns with secondary school aged young people to reduce the prevalence of vaping.
- Collaborate with organisational and community partners to support initiatives that promote connection, belonging and good mental wellbeing in the community.
- Develop and test a model for providing Casual Counsellor training to enhance community skills in supporting people experiencing mental health challenges.
- Support foreshore clubs to promote and provide increased community participation opportunities and programs around accessibility and water safety.
- Strengthen regional community safety networks to identify opportunities for collaboration on projects that improve community safety and create positive change.
- Maintain an active swimming pool and spa safety program.

- Deliver local activities for 16 Days of Activism Against Gender-Based Violence to increase understanding of the prevention of violence towards women and children.
- Implement initiatives to promote healthy masculinities and improve men's mental health in response to identified needs.
- Collaborate with regional, strategic and community partners to support initiatives that prevent all forms of family violence in our community.
- Collaborate with partners to promote women's health, increase health literacy, and support health screening efforts.
- Review the community event application process for events held on Council land to ensure events are well-governed and safe for all attendees.
- Deliver the Kingston Grants Program, incorporating review recommendations, to improve flexibility, responsiveness and ease of access for community organisations.
- Implement the recommendations of Council's awards program review to enhance the recognition and celebration of community achievements.
- Continue to promote existing programs and services to young people in residential care, including sporting and recreational activities, to improve their access to programs, services, and supports.

## 2.2 KEY DIRECTION - VIBRANT & PROSPEROUS

**Objective - We are a welcoming, lively and creative city that celebrates our well-utilised community spaces and thriving local businesses.**

### What we will do to achieve our objective:

- Support activity centres and shopping villages to be vibrant, unique and destination-focused.
- Support local businesses to stay in Kingston and thrive.
- Explore and engage in partnerships with local businesses and organisations to enhance leisure and entertainment opportunities for the community.
- Provide and promote vibrant community spaces that support public arts and are welcoming for all.
- Enhance opportunities for everyone to participate in creative arts, learning and recreational activities and services.
- Transform and maximise the use of community spaces and enhance libraries and hubs to meet the diverse and changing needs of the population.

### Services

Service area	Description		2023/24 Actual \$'000	2024/25 Forecast \$'000	2025/26 Budget \$'000
Arts, Events & Libraries	provides inclusive library services, diverse arts and cultural programs, and innovative festivals and events, including looking after Kingston Arts Centre, City Hall, Shirley Burke Theatre, and eight library branches.	Inc	1,304	1,701	1,636
		Exp	12,608	13,722	13,928
		Surplus / (deficit)	(11,303)	(12,021)	(12,292)
Kingston Business	focuses on enhancing the local economy by supporting businesses, fostering innovation, and promoting Kingston as a prime business location	Inc	159	190	224
		Exp	1,592	1,635	1,676
		Surplus / (deficit)	(1,433)	(1,445)	(1,452)
Property Services	manages all elements of Council's property holdings including acquisition and investment, leasing, development and maintenance, and disposal of property.	Inc	3,939	3,201	2,502
		Exp	1,777	1,351	1,668
		Surplus / (deficit)	2,162	1,850	834
Total Vibrant & Prosperous			(10,574)	(11,616)	(12,910)

### Major initiatives

- Invest in the renewal of local shopping centres and villages including Edithvale; Cavanagh Street, Cheltenham and Thames Promenade, Chelsea Heights to support local businesses and enhance liveability.
- Commence implementation of the community use agreement for Hawthorn Football Club's community oval and pavilion to provide additional opportunities for physical activity and inclusion with a focus on women's sport.
- Deliver phase 1 of the Kingston Precinct Masterplan, and advance the project aligned with the Council's direction

**Other initiatives**

- Lead the implementation of streamlined processes and procedures to support businesses through the planning application process.
- Establish a new partnership with a business development provider to support local entrepreneurs.
- Engage with major industry sectors to strengthen business to business opportunities and build capability.
- Continue to facilitate the Better Approvals coordination service which provides a single point of contact for businesses and reduces the time, cost, and uncertainty of starting a business.
- Pursue opportunities to develop partnerships with local organisations to enhance leisure, events and entertainment experiences in Kingston.
- Work with local businesses to promote participation in place activation events in commercial precincts.
- Engage with local artists to deliver a suite of cultural programming to showcase local talent alongside professional artists.
- Increase local performer representation across council-led festivals and events to create more opportunities for local talent.
- Deliver engaging and high-quality library programs and events for 2025-26 to address recreational, informational, creative and social needs of the community.
- Establish a creative careers and networking hub for young people to promote everyday creativity

## 2.3 KEY DIRECTION – LIVEABLE & SUSTAINABLE

**Objective – We live in a sustainable, well-planned and maintained city that preserves neighbourhood character, protects the environment and is future-focused.**

**What we will do to achieve our objective:**

- Provide infrastructure and public spaces that enhance liveability, accessibility and are well-maintained now and into the future.
- Support appropriate and affordable housing development and infrastructure to meet the current and future needs of our diverse community.
- Protect, preserve and enhance our natural environment for current and future generations.
- Respond and adapt to the impacts of climate change on our community and infrastructure.
- Maintain our neighbourhood character and preserve our heritage and cultural history

### Services

Service area	Description		2023/24 Actual \$'000	2024/25 Forecast \$'000	2025/26 Budget \$'000
City Development	provides integrated planning solutions and represents Kingston City Council at forums, while managing urban biodiversity, ensuring compliance with Kingston's Planning Scheme and guiding stakeholders on planning permits and construction policies.	Inc	2,610	2,711	2,756
		Exp	5,939	6,181	5,746
		Surplus / (deficit)	(3,330)	(3,470)	(2,991)
City Strategy	leads the development and implementation of a strategic framework for land use and planning across Kingston, deliver Council's emissions reduction and sustainability agenda and coordinates design advocacy, urban design and strategic placemaking outcomes.	Inc	217	18	-
		Exp	3,454	3,810	3,788
		Surplus / (deficit)	(3,237)	(3,792)	(3,788)
City Works	provides maintenance to the municipality's civil and building assets, along with the presentation of high-profile activity centres and residential and commercial waste collection and education.	Inc	932	1,498	1,477
		Exp	39,186	41,313	45,451
		Surplus / (deficit)	(38,255)	(39,816)	(43,974)
Infrastructure	provides comprehensive asset planning to create safe and effective transport systems and deliver buildings, roads and drainage capital projects.	Inc	1,669	823	969
		Exp	6,330	7,768	8,396
		Surplus / (deficit)	(4,661)	(6,946)	(7,427)
Municipal Building Surveyor	Provides regulatory and technical advice to the Council and stakeholders for all municipal building projects.	Inc	392	500	414
		Exp	1,415	1,382	1,412
		Surplus / (deficit)	(1,023)	(883)	(997)
Open Space	provides protection, enhancement, and maintenance of Kingston's parks and open space, foreshore, playgrounds and sports grounds.	Inc	731	911	1,495
		Exp	26,204	25,665	27,851
		Surplus / (deficit)	(25,472)	(24,754)	(26,357)
Total Liveable & Sustainable			(75,979)	(79,659)	(85,534)



**Major initiatives**

- Work with the Victorian Government to secure suitable replacement land in the Green Wedge for regional sporting facilities (Kingston Fields).
- Upgrade Highett Reserve Pavilion to provide public toilets, umpire rooms and changing rooms for use by all genders and abilities.
- Progress construction of the Walter Galt Pavilion upgrade to provide additional umpire rooms and change rooms for use by all genders and abilities, and improve accessibility.
- Commence delivery of the Le Page Park Masterplan program of works for 2025-26 to improve recreational facilities and accessibility.
- Commence delivery of the Namatjira Reserve Masterplan program of works for 2025-26 to improve recreational facilities and accessibility.
- Investigate and develop an investment strategy for future investment into Waves, including electrifying operations and other environmentally sustainable design solutions, to improve efficiencies and reduce our greenhouse gas emissions.

**Other initiatives**

- Deliver sporting infrastructure renewals and upgrades to support community participation in sport and staying active.
- Investigate locations to establish a purpose-built BMX/Pump track designed in collaboration with the community to facilitate the growing need for off road cycling facilities.
- Progress phase one of the program to install electric vehicle chargers in 18 prioritised locations across the City of Kingston, including community education.
- Commence improvements at Doug Denyer Reserve and Kevin Hayes Reserve to enhance amenity across the two reserves.
- Advocate for Council's decisions at VCAT and continue to provide positive, mediated outcomes in the interests of the community.
- Explore and facilitate social and affordable housing opportunities with private developers and on key Victorian Government and Council-owned sites to increase the provision of social and affordable housing across the municipality in accordance with the Social and Affordable Housing Strategy (2020).
- Lead the review of the Significant Tree Register to provide a robust strategic basis for a future planning scheme amendment of the Environmental Significance Overlay – Schedule 3 to protect Kingston's best trees.
- Deliver Gardens for Wildlife assessments to enhance habitat for native wildlife and connect the community with nature.
- Develop and deliver communications and education to the Kingston community, through membership of the Lower Dandenong Creek Litter Collaborative, to reduce litter in our waterways and Port Philip Bay.
- Continue to manage the Kingston foreshore consistent with the Coastal and Marine Management Plan, focusing on creating safe and welcoming beaches and balancing the needs of users and the environment.
- Continue to work in partnership with the Victorian Government on the development and realisation of the Chain of Parks.

- Implement Environmentally Sustainable Design training for internal and external stakeholders to improve the built form in the municipality, including passive design.
- Launch the Sustainable Event Guidelines to Council staff to embed high-quality, accessible and sustainable practices in Kingston-run events.
- Engage the community in environmental education and behaviour change activities to enhance stewardship of our urban forest, reduce community greenhouse emissions and potable water use, and save on bills.
- Work in collaboration with Melbourne Water to develop flood mapping for Kingston to inform capital works and maintenance projects, strategic planning and emergency management.
- Continue to transition Council's fleet to zero/low emission vehicles, including electric vehicles and hybrids, to help achieve Council's NetZero emissions goals.
- Progress implementation of the Kingston Heritage Review to identify and preserve significant heritage places across Kingston.

## 2.4 KEY DIRECTION - RESPONSIBLY GOVERNED

**Objective – We are a transparent and efficient organisation that is accountable, responsive and cost-effective.**

**What we will do to achieve our objective:**

- Provide value for rates through efficiency and innovation.
- Prioritise the current and future needs of the community through effective and sustainable long-term management and planning.
- Provide a diverse range of engagement opportunities for our community to influence decision-making.
- Enhance promotion of our services and ensure communication with the community is proactive, clear and accessible.
- Advocate for more equitable and improved outcomes that respond to the diverse needs of the community.
- Provide people-centred customer service that is responsive, effective and empathetic.
- Ensure good governance through integrity, accountability, and continuous improvement

**Services**

Service area	Description		2023/24 Actual \$'000	2024/25 Forecast \$'000	2025/26 Budget \$'000
Advocacy, Engagement & Communication	provides organisational support for branding & design services, corporate websites, social media, media management, communications campaigns and provides strategic advocacy to support the Mayor and councillors, driven by communications strategies and community engagement.	<i>Inc</i>	-	-	-
		<i>Exp</i>	3,171	3,344	3,427
		<i>Surplus / (deficit)</i>	(3,171)	(3,344)	(3,427)
Customer Experience & Corporate Performance	oversees initiatives that work to ensure our services are effective, efficient and empathetic towards customer needs.	<i>Inc</i>	-	2	2
		<i>Exp</i>	3,292	4,011	3,558
		<i>Surplus / (deficit)</i>	(3,292)	(4,009)	(3,556)
Finance	provides organisational budgeting and forecasting, providing financial advice and management of accounts ensuring compliance with relevant legislation and standards.	<i>Inc</i>	204	540	544
		<i>Exp</i>	3,378	3,665	3,840
		<i>Surplus / (deficit)</i>	(3,174)	(3,125)	(3,296)
Governance, Risk & Integrity	supports Council and Councillors in their roles, ensuring effective decision-making and implementation and promotes organisational accountability, integrity, and transparency. Additionally, the service provides in house legal advice.	<i>Inc</i>	158	249	202
		<i>Exp</i>	3,836	5,276	3,669
		<i>Surplus / (deficit)</i>	(3,678)	(5,028)	(3,467)
	provides organisation with IT infrastructure, software and	<i>Inc</i>	-	-	-
		<i>Exp</i>	11,526	13,209	15,271

Service area	Description		2023/24 Actual \$'000	2024/25 Forecast \$'000	2025/26 Budget \$'000
Information Services & Strategy	cybersecurity to ensure effective and efficient service delivery.	Surplus / (deficit)	(11,526)	(13,209)	(15,271)
Office of the Chief Executive	provides support for the executive leadership team, Mayor and Councillors, facilitating communications across the organisation and with stakeholders.	Inc	(1)	-	-
		Exp	3,735	3,177	2,835
		Surplus / (deficit)	(3,736)	(3,177)	(2,835)
People & Culture	provides organisational support in recruitment, safety management, professional development and inclusion in the workspace.	Inc	690	563	563
		Exp	4,660	4,662	5,430
		Surplus / (deficit)	(3,971)	(4,099)	(4,868)
Procurement & Contracts	provides organisational support on procurement matters.	Inc	1	1	1
		Exp	3,485	3,568	3,744
		Surplus / (deficit)	(3,484)	(3,567)	(3,744)
Project Management Office & Major Projects	provides resources, governance, framework, systems and best practices for project delivery.	Inc	300	1,873	1,079
		Exp	2,532	3,169	2,926
		Surplus / (deficit)	(2,232)	(1,296)	(1,847)
Total Responsibly Governed			(38,264)	(40,855)	(42,310)

### Major initiatives

- Deliver the Website Redevelopment Project for 2025-26 to provide contemporary, simple-to-use and accessible websites for Council's services, including the new Kingston Arts website.
- Establish a unified, cloud-based communications platform to modernise Council operations, improve accessibility, collaboration, and customer engagement

### Other initiatives

- Commence the service review program for 2025-26 to ensure adaptable, capable, and sustainable services.
- Deliver Council's Representative Community Panel and deliberative engagement program for 2025-26, including identification of key topics and induction of a new panel, to provide opportunities for public consultation and ensure a diverse and inclusive range of views are considered in key Council decisions.
- Provide information to the community in a variety of accessible and responsive formats to ensure Council communication is accessible and inclusive.
- Advocate for the Victorian Government to improve maintenance on state-owned assets to meet community expectations and enhance liveability.

- Advocate for Council's position on the Suburban Rail Loop Authority's precinct planning process through the Independent Advisory Committee to ensure the planning and infrastructure outcomes meet the current and future needs of the Kingston community.
- Advocate for the Level Crossing Removal Project to deliver good urban design outcomes, including connectivity and open space, to support vibrant and safe localities, active transport and community participation and recreation.
- Advocate for urban design excellence in development within Kingston to provide a high-quality and accessible built environment for our community.
- Leverage the unified, cloud-based communications platform and explore future opportunities around data analytics and AI to enhance customer service and experience.
- Implement a framework to collect and analyse customer complaints data to identify new trends and systemic issues across Council, with the objective to support service delivery and enhanced customer experience.
- Communicate Council's performance for 2025-26 via the Annual Community Satisfaction Survey, Local Government Performance Reporting Framework, Kingston Annual Report and Quarterly Council & Wellbeing Plan Performance Reports to provide accountability and transparency to the community.
- Review all strategic and operational risks and high-risk compliance obligations to drive accountability as part of the Good Governance Framework.
- Implement relevant processes and practices upon the enactment of the Model Public Transparency Policy to drive transparency as part of the Good Governance Framework.
- Update the procurement guidelines and contract management framework to enhance accountability and integrity



## 2.5 RECONCILIATION WITH BUDGETED OPERATING RESULT

	Surplus/ (Deficit)	Expenditure	Income / Revenue
	\$'000	\$'000	\$'000
Healthy & Connected	(16,685)	88,741	72,057
Vibrant & Prosperous	(12,910)	17,271	4,361
Liveable & Sustainable	(85,534)	92,645	7,111
Responsively Governed	(42,310)	44,700	2,390
<b>Total</b>	<b>(157,439)</b>	<b>243,357</b>	<b>85,919</b>
<b>Expenses added in:</b>			
Depreciation	44,877		
Capital projects to be expensed to operating	1,500		
Amortisation of leases	1,800		
Pension rebates	1,391		
Borrowing cost	2,209		
Other expenses	984		
<b>Surplus/(Deficit) before funding sources</b>	<b>(210,199)</b>		
<b>Funding sources added in:</b>			
Rates and charges revenue	181,495		
Capital grants	19,581		
Capital contributions	2,864		
State Government grant	5,665		
Interest Income	3,500		
Contributions	8,143		
Net proceeds from Disposal of Assets	100		
<b>Total funding sources</b>	<b>221,347</b>		
<b>Operating surplus/(deficit) for the year</b>	<b>11,149</b>		

### 3. Financial Statements

This section presents information in regard to the Financial Statements and Statement of Human Resources. The budget information for the years 2025/26 to 2028/29 has been extracted from the 10-year Financial Plan.

At the end of each financial year Council is required to include in the Financial Statements in its Annual Report a comparison of actual income and expenditure compared with the income and expenditure in the financial statements in the Budget.

The section includes the following budgeted information:

- Comprehensive income statement
- Balance sheet
- Statement of changes in equity
- Statement of cash flows
- Statement of capital works
- Statement of human resources

## Comprehensive Income Statement

FOR THE FOUR YEARS ENDING 30 JUNE 2029

		Forecast Actual	Budget	Projections		
	NOTES	2024/25 \$'000	2025/26 \$'000	2026/27 \$'000	2027/28 \$'000	2028/29 \$'000
<b>Income / Revenue</b>						
Rates and charges	4.1.1	175,566	<b>181,554</b>	186,982	192,993	199,237
Statutory fees and fines	4.1.2	9,348	<b>9,819</b>	9,966	10,116	10,268
User fees	4.1.3	23,399	<b>21,492</b>	27,696	29,836	30,841
Grants - operating	4.1.4	59,010	<b>58,874</b>	60,640	62,459	64,333
Grants - capital	4.1.4	15,052	<b>19,581</b>	21,234	8,498	8,873
Contributions - monetary	4.1.5	8,700	<b>11,209</b>	8,428	8,513	8,598
Net gain (or loss) on disposal of property, infrastructure, plant and equipment		100	<b>100</b>	100	100	100
Other income	4.1.6	6,094	<b>4,637</b>	4,148	4,160	4,171
<b>Total income / revenue</b>		297,268	<b>307,266</b>	319,195	316,675	326,421
<b>Expenses</b>						
Employee costs	4.1.7	125,854	<b>130,170</b>	137,632	140,996	146,327
Materials and services	4.1.8	113,955	<b>116,297</b>	118,449	122,521	125,439
Depreciation	4.1.9	43,915	<b>44,642</b>	46,877	48,877	50,877
Amortisation - intangible assets		225	<b>235</b>	-	-	-
Depreciation - right of use assets	4.1.10	1,300	<b>1,300</b>	1,000	1,000	1,000
Allowance for impairment losses	4.1.11	50	<b>50</b>	50	50	50
Borrowing costs	4.1.12	318	<b>2,209</b>	2,283	2,137	1,983
Finance costs - leases	4.1.13	500	<b>500</b>	500	500	500
Other expenses		714	<b>714</b>	734	752	771
<b>Total expenses</b>		286,832	<b>296,117</b>	307,525	316,834	326,946
<b>Surplus/(deficit) for the year</b>		10,436	<b>11,149</b>	11,670	(159)	(524)
<b>Other comprehensive income</b>						
<b>Items that will not be reclassified to surplus or deficit in future periods</b>						
<b>Items that will not be reclassified to surplus or deficit in future periods</b>						
Net asset revaluation gain /(loss)						
<b>Total other comprehensive income</b>		-	-	-	-	-
<b>Total comprehensive result</b>		10,436	<b>11,149</b>	11,670	(159)	(524)

The above Comprehensive Income Statement should be read in conjunction with the accompanying notes.

## Balance Sheet

FOR THE FOUR YEARS ENDING 30 JUNE 2029

		Forecast Actual	Budget	Projections		
		2024/25	2025/26	2026/27	2027/28	2028/29
	NOTES	\$'000	\$'000	\$'000	\$'000	\$'000
Assets						
Current assets						
Cash and cash equivalents		113,476	103,584	77,296	79,625	85,279
Trade and other receivables		16,464	17,917	18,964	19,980	20,947
Prepayments		1,000	1,000	1,000	1,000	1,000
Non-current assets classified as held for sale		-	-	-	-	-
Other assets		5,928	5,928	5,928	5,928	5,928
Total current assets	4.2.1	136,867	128,428	103,188	106,533	113,154
Non-current assets						
Other financial assets		250	250	250	250	250
Property, infrastructure, plant & equipment		2,978,871	3,036,294	3,076,025	3,070,439	3,061,107
Right-of-use assets	4.2.4	7,697	6,397	5,397	4,397	3,397
Investment property		4,704	4,704	4,704	4,704	4,704
Intangible assets		606	371	371	371	371
Total non-current assets	4.2.1	2,992,127	3,048,016	3,086,746	3,080,160	3,069,828
Total assets		3,128,994	3,176,444	3,189,934	3,186,693	3,182,982
Liabilities						
Current liabilities						
Trade and other payables		24,041	24,041	24,041	24,041	24,041
Trust funds and deposits		11,590	11,590	11,590	11,590	11,590
Contract and other liabilities		6,673	6,673	6,673	6,673	6,673
Provisions		21,921	21,921	21,921	21,921	21,921
Interest-bearing liabilities	4.2.3	590	2,440	2,801	2,955	3,117
Lease liabilities	4.2.4	948	948	948	948	948
Total current liabilities	4.2.2	65,763	67,614	67,974	68,128	68,291
Non-current liabilities						
Provisions		1,802	1,802	1,802	1,802	1,802
Interest-bearing liabilities	4.2.3	11,380	45,830	47,622	44,667	41,549
Lease liabilities	4.2.4	8,467	8,467	8,136	7,854	7,622
Total non-current liabilities		21,649	56,099	57,559	54,322	50,973
Total liabilities		87,412	123,713	125,533	122,450	119,264
Net assets		3,041,582	3,052,730	3,064,401	3,064,243	3,063,718
Equity						
Accumulated surplus		1,523,332	1,537,986	1,569,370	1,567,624	1,564,314
Asset revaluation reserve		1,458,828	1,458,828	1,458,828	1,458,828	1,458,828
Reserves		59,421	55,917	36,203	37,790	40,576
Total equity	4.2.5	3,041,582	3,052,730	3,064,401	3,064,242	3,063,718

The above Balance Sheet should be read in conjunction with the accompanying notes.

## Statement of Changes in Equity

FOR THE FOUR YEARS ENDING 30 JUNE 2029

	NOTES	Total \$'000	Accumulated Surplus \$'000	Revaluation Reserve \$'000	Other Reserves \$'000
<b>2025 Forecast Actual</b>					
Balance at beginning of the financial year		3,031,145	1,519,843	1,458,828	52,474
Surplus/(deficit) for the year		10,437	10,437	-	-
Net asset revaluation gain/(loss)		-	-	-	-
Transfers to other reserves		-	(15,842)	-	15,842
Transfers from other reserves		-	8,895	-	(8,895)
<b>Balance at end of the financial year</b>		<b>3,041,582</b>	<b>1,523,332</b>	<b>1,458,828</b>	<b>59,421</b>
<b>2026 Budget</b>					
Balance at beginning of the financial year		3,041,582	1,523,332	1,458,828	59,421
Surplus/(deficit) for the year		11,149	11,149	-	-
Net asset revaluation gain/(loss)		-	-	-	-
Transfers to other reserves	4.3.1	-	(10,736)	-	10,736
Transfers from other reserves	4.3.1	-	14,241	-	(14,241)
<b>Balance at end of the financial year</b>		<b>3,052,730</b>	<b>1,537,986</b>	<b>1,458,828</b>	<b>55,917</b>
<b>2027</b>					
Balance at beginning of the financial year		3,052,730	1,537,986	1,458,828	55,917
Surplus/(deficit) for the year		11,670	11,670	-	-
Net asset revaluation gain/(loss)		-	-	-	-
Transfers to other reserves		-	(10,172)	-	10,172
Transfers from other reserves		-	29,885	-	(29,885)
<b>Balance at end of the financial year</b>		<b>3,064,401</b>	<b>1,569,370</b>	<b>1,458,828</b>	<b>36,203</b>
<b>2028</b>					
Balance at beginning of the financial year		3,064,401	1,569,370	1,458,828	36,203
Surplus/(deficit) for the year		(159)	(159)	-	-
Net asset revaluation gain/(loss)		-	-	-	-
Transfers to other reserves		-	(10,173)	-	10,173
Transfers from other reserves		-	8,586	-	(8,586)
<b>Balance at end of the financial year</b>		<b>3,064,242</b>	<b>1,567,624</b>	<b>1,458,828</b>	<b>37,790</b>
<b>2029</b>					
Balance at beginning of the financial year		3,064,242	1,567,624	1,458,828	37,790
Surplus/(deficit) for the year		(524)	(524)	-	-
Net asset revaluation gain/(loss)		-	-	-	-
Transfers to other reserves		-	(10,336)	-	10,336
Transfers from other reserves		-	7,550	-	(7,550)
<b>Balance at end of the financial year</b>		<b>3,063,718</b>	<b>1,564,314</b>	<b>1,458,828</b>	<b>40,576</b>

The above Statement of Changes in Equity should be read in conjunction with the accompanying notes.



## Statement of Cash Flows

FOR THE FOUR YEARS ENDING 30 JUNE 2028

*The above Statement of Cash Flows should be read in conjunction with the accompanying notes.*

	Notes	Forecast	Budget	Projections		
		Actual 2024/25 \$'000	2025/26 \$'000	2026/27 \$'000	2027/28 \$'000	2028/29 \$'000
		Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)
<b>Cash flows from operating activities</b>						
Rates and charges		180,003	181,215	186,825	192,926	199,249
Statutory fees and fines		9,348	9,574	9,717	9,863	10,011
User fees		23,399	20,955	27,004	29,090	30,070
Grants - operating		59,010	58,874	60,640	62,459	64,333
Grants - capital		15,052	19,581	21,234	8,498	8,873
Contributions - monetary		8,700	11,209	8,428	8,513	8,598
Other receipts		6,093	4,637	4,148	4,160	4,171
Employee costs		(125,854)	(130,170)	(137,632)	(140,996)	(146,327)
Materials and services		(113,955)	(116,297)	(118,449)	(122,521)	(125,439)
Other payments		(714)	(714)	(734)	(752)	(771)
<b>Net cash provided by/(used in) operating activities</b>	4.4.1	61,082	58,864	61,183	51,240	52,769
<b>Cash flows from investing activities</b>						
Payments for property, infrastructure, plant and equipment		(66,812)	(102,066)	(86,607)	(43,291)	(41,545)
Proceeds from sale of property, infrastructure, plant and equipment		100	100	100	100	100
<b>Net cash provided by/ (used in) investing activities</b>	4.4.2	(66,712)	(101,966)	(86,507)	(43,191)	(41,445)
<b>Cash flows from financing activities</b>						
Finance costs		(318)	(2,209)	(2,283)	(2,137)	(1,983)
Proceeds from borrowings		12,529	38,614	4,807	-	-
Repayment of borrowings		(445)	(2,313)	(2,655)	(2,801)	(2,955)
Interest paid - lease liability		(500)	(500)	(500)	(500)	(500)
Repayment of lease liabilities		(382)	(382)	(332)	(282)	(232)
<b>Net cash provided by/(used in) financing activities</b>	4.4.3	10,885	33,210	(963)	(5,720)	(5,670)
<b>Net increase/(decrease) in cash &amp; cash equivalents</b>		5,255	(9,892)	(26,288)	2,329	5,654
<b>Cash and cash equivalents at the beginning of the financial year</b>		108,221	113,476	103,584	77,296	79,625
<b>Cash and cash equivalents at the end of the financial year</b>		113,476	103,584	77,296	79,625	85,279

**Statement of Capital Works**  
FOR THE FOUR YEARS ENDING 30 JUNE 2029

	NOTES	Forecast Actual	Budget	Projections		
		2024/25	2025/26	2026/27	2027/28	2028/29
		\$'000	\$'000	\$'000	\$'000	\$'000
<b>Property</b>						
Land		410	170	315	235	3,735
Land improvements		-	-	-	-	-
Buildings		36,896	59,969	24,487	5,476	4,950
Heritage buildings		-	-	-	-	-
Building improvements		-	-	-	-	-
Leasehold improvements		-	-	-	-	-
<b>Total property</b>		<b>37,305</b>	<b>60,139</b>	<b>24,802</b>	<b>5,711</b>	<b>8,685</b>
<b>Plant and equipment</b>						
Plant, machinery and equipment		1,206	550	930	2,500	2,750
Fixtures, fittings and furniture		-	-	-	-	-
Computers & Telecommunications		1,012	346	730	1,530	230
Library books		1,181	1,213	1,237	1,262	1,287
Cultural Assets		476	300	300	300	100
<b>Total plant and equipment</b>		<b>3,875</b>	<b>2,409</b>	<b>3,197</b>	<b>5,592</b>	<b>4,367</b>
<b>Infrastructure</b>						
Roads		6,293	7,008	4,107	14,888	8,188
Bridges		47	-	-	-	-
Footpaths & Cycleways		3,746	2,455	4,771	2,396	1,446
Drainage		5,280	7,400	5,379	6,329	4,429
Recreational, Leisure & Community Facilities		5,368	14,400	36,827	3,190	8,800
Parks, open space and streetscapes		5,848	9,545	9,015	7,185	7,630
Off Street Carparks		1,050	210	510	-	-
Other infrastructure		-	-	-	-	-
<b>Total infrastructure</b>		<b>27,632</b>	<b>41,018</b>	<b>60,608</b>	<b>33,988</b>	<b>30,493</b>
<b>Total capital works expenditure</b>	4.5.1	<b>68,812</b>	<b>103,566</b>	<b>88,608</b>	<b>45,291</b>	<b>43,545</b>
<b>Represented by:</b>						
New asset expenditure		9,178	13,457	11,957	7,910	13,792
Asset renewal expenditure		29,986	32,617	23,755	29,693	21,763
Asset expansion expenditure		12,743	29,404	14,750	1,039	667
Asset upgrade expenditure		16,905	28,088	38,146	6,649	7,324
<b>Total capital works expenditure</b>	4.5.1	<b>68,812</b>	<b>103,566</b>	<b>88,608</b>	<b>45,291</b>	<b>43,545</b>
Grants		15,052	19,581	21,234	8,498	8,873
Contributions		594	2,864	200	-	-
Council cash		40,536	42,508	62,367	36,793	34,672
Borrowings / Other		12,629	38,614	4,807	-	-
<b>Total capital works expenditure</b>	4.5.1	<b>68,812</b>	<b>103,566</b>	<b>88,608</b>	<b>45,291</b>	<b>43,545</b>

*The above Statement of Capital Works should be read in conjunction with the accompanying notes.*

## Statement of Human Resources

FOR THE FOUR YEARS ENDING 30 JUNE 2029

	Forecast	Budget	Projections		
	Actual				
	2024/25	2025/26	2026/27	2027/28	2028/29
	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Staff expenditure</b>					
Employee costs - operating	125,854	<b>130,170</b>	137,632	140,996	146,327
Employee costs - capital	-	-	-	-	-
<b>Total staff expenditure</b>	<b>125,854</b>	<b>130,170</b>	<b>137,632</b>	<b>140,996</b>	<b>146,327</b>
	FTE	FTE	FTE	FTE	FTE
<b>Staff numbers</b>					
Employees	1,102.9	<b>1,085.0</b>	1,085.0	1,085.0	1,085.0
<b>Total staff numbers</b>	<b>1,102.9</b>	<b>1,085.0</b>	<b>1,085.0</b>	<b>1,085.0</b>	<b>1,085.0</b>

A summary of human resources expenditure categorised according to the organisational structure of Council is included below:

Department	Budget	Comprises			
		Permanent		Casual	Temporary
	2025/26	Full Time	Part time		
	\$'000	\$'000	\$'000	\$'000	\$'000
Access Care	22,377	12,002	9,784	591	
Active Kingston	7,228	3,778	335	3,115	
Advocacy, Communications & Engagement	2,759	2,759	-	-	
Arts, Events & Libraries	9,038	5,898	2,279	861	
City Development	5,137	4,721	416	-	
City Economy and Innovation	2,692	2,488	204	-	
City Strategy	2,593	2,362	229	2	
City Works	4,853	4,642	211	-	
Compliance and Amenity	4,855	3,159	1,354	341	
Customer Experience and Corporate Performance	3,098	2,236	862	-	
Executive Services	3,454	3,389	65	-	
Family, Youth & Childrens' Services	20,562	10,199	8,615	1,748	
Finance	2,981	2,640	342	-	
Governance	1,305	931	374	-	
Inclusive Communities	4,501	3,659	702	141	
Information Services & Strategy	4,627	4,515	113	-	
Infrastructure	6,001	5,511	104	386	
Municipal Building Surveyor	1,135	1,048	87	-	
Open Space	8,629	8,629	-	-	
People and Culture	3,032	2,719	313	-	
Procurement & Contracts	898	898	-	-	
Project Management Office	2,619	2,619	-	-	
Property Services	924	796	128	-	
<b>Total permanent staff expenditure</b>	<b>125,302</b>	<b>91,600</b>	<b>26,517</b>	<b>7,185</b>	
<b>Other employee related expenditure</b>	<b>4,869</b>				
<b>Total expenditure</b>	<b>130,170</b>				

A summary of the number of full time equivalent (FTE) Council staff in relation to the above expenditure is included below:

Department	Budget 2025/26	Comprises			
		Permanent Full Time	Part time	Casual	Temporary
Access Care	210.3	89.7	120.0	0.6	
Active Kingston	43.1	32.7	5.5	4.9	
Advocacy, Communications & Engagement	21.6	21.0	0.6	-	
Arts, Events & Libraries	81.2	52.2	24.5	4.5	
City Development	45.3	40.8	4.5	-	
City Economy and Innovation	21.2	19.2	2.0	-	
City Strategy	18.4	16.6	1.8	-	
City Works	49.4	47.4	2.0	-	
Compliance and Amenity	55.7	32.0	22.5	1.3	
Customer Experience and Corporate Performance	29.7	20.6	9.1	-	
Executive Services	11.6	11.0	0.6	-	
Family, Youth & Childrens' Services	183.7	90.4	84.8	8.6	
Finance	26.4	24.0	2.4	-	
Governance	9.8	7.0	2.8	-	
Inclusive Communities	36.5	32.0	4.1	0.4	
Information Services & Strategy	39.0	37.8	1.2	-	
Infrastructure	44.9	43.7	0.8	0.3	
Municipal Building Surveyor	9.0	7.0	2.0	-	
Open Space	92.0	92.0	-	-	
People and Culture	23.8	20.6	3.2	-	
Procurement & Contracts	7.0	7.0	-	-	
Project Management Office	18.0	18.0	-	-	
Property Services	7.4	6.0	1.4	-	
<b>Total staff</b>	<b>1,085.0</b>	<b>768.7</b>	<b>295.7</b>	<b>20.6</b>	<b>-</b>

See 4.1.7 for further information on Employee Costs.

### 3.1 Human Resources Summary

	2025/26 \$'000	2026/27 \$'000	2027/28 \$'000	2028/29 \$'000
<b>Customer &amp; Corporate Support</b>				
Permanent - Full time	16,550	17,499	17,927	18,605
Women	10,038	10,613	10,873	11,284
Men	5,605	5,926	6,071	6,301
Persons of self-described gender	-	-	-	-
Vacant positions	491	519	531	552
New positions	417	441	452	469
Permanent - Part time	1,726	1,825	1,870	1,941
Women	1,468	1,552	1,590	1,650
Men	258	273	280	290
Persons of self-described gender	-	-	-	-
Vacant positions	-	-	-	-
New positions	-	-	-	-
<b>Total Customer &amp; Corporate Support</b>	<b>18,277</b>	<b>19,325</b>	<b>19,797</b>	<b>20,545</b>
<b>CFO Office</b>				
Permanent - Full time	4,334	4,582	4,694	4,871
Women	2,589	2,737	2,804	2,910
Men	1,624	1,717	1,759	1,825
Persons of self-described gender	-	-	-	-
Vacant positions	-	-	-	-
New positions	121	128	131	136
Permanent - Part time	470	497	509	528
Women	470	497	509	528
Men	-	-	-	-
Persons of self-described gender	-	-	-	-
Vacant positions	-	-	-	-
New positions	-	-	-	-
<b>Total CFO Office</b>	<b>4,803</b>	<b>5,079</b>	<b>5,203</b>	<b>5,400</b>
<b>Community Strengthening</b>				
Permanent - Full time	31,758	33,578	34,399	35,699
Women	25,327	26,779	27,433	28,470
Men	5,303	5,607	5,744	5,961
Persons of self-described gender	-	-	-	-
Vacant positions	1,128	1,193	1,222	1,268
New positions	-	-	-	-
Permanent - Part time	21,381	22,606	23,159	24,034
Women	20,484	21,658	22,187	23,026
Men	701	741	759	788
Persons of self-described gender	-	-	-	-
Vacant positions	196	207	212	220
New positions	-	-	-	-
<b>Total Community Strengthening</b>	<b>53,138</b>	<b>56,185</b>	<b>57,558</b>	<b>59,734</b>
<b>Infrastructure and Open Space</b>				
Permanent - Full time	25,179	26,622	27,273	28,304
Women	9,422	9,962	10,205	10,591
Men	14,487	15,318	15,692	16,285
Persons of self-described gender	82	87	89	92
Vacant positions	1,101	1,164	1,192	1,238
New positions	87	92	95	98
Permanent - Part time	650	688	704	731
Women	626	662	678	704
Men	24	26	27	28
Persons of self-described gender	-	-	-	-
Vacant positions	-	-	-	-
New positions	-	-	-	-
<b>Total Infrastructure and Open Space</b>	<b>25,829</b>	<b>27,310</b>	<b>27,978</b>	<b>29,035</b>
<b>Planning and Place</b>				
Permanent - Full time	13,779	14,569	14,925	15,489
Women	6,591	6,968	7,139	7,409
Men	6,553	6,928	7,098	7,366
Persons of self-described gender	-	-	-	-
Vacant positions	583	616	631	655
New positions	53	56	57	59
Permanent - Part time	2,290	2,421	2,480	2,574
Women	2,220	2,347	2,404	2,495
Men	70	75	76	79
Persons of self-described gender	-	-	-	-
Vacant positions	-	-	-	-
New positions	-	-	-	-
<b>Total Planning and Place</b>	<b>16,069</b>	<b>16,990</b>	<b>17,405</b>	<b>18,063</b>
<b>Total permanent staff</b>	<b>118,117</b>	<b>124,888</b>	<b>127,941</b>	<b>132,777</b>
<b>Casuals, temporary and other expenditure</b>	<b>12,053</b>	<b>12,744</b>	<b>13,056</b>	<b>13,549</b>
<b>Capitalised labour costs</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total staff expenditure</b>	<b>130,170</b>	<b>137,632</b>	<b>140,996</b>	<b>146,327</b>



	2025/26 FTE	2026/27 FTE	2027/28 FTE	2028/29 FTE
<b>Customer &amp; Corporate Support</b>				
Permanent - Full time	118.0	118.0	118.0	118.0
Women	72.6	72.6	72.6	72.6
Men	38.0	38.0	38.0	38.0
Persons of self-described gender	-	-	-	-
Vacant positions	3.0	3.0	3.0	3.0
New positions	4.4	4.4	4.4	4.4
Permanent - Part time	17.5	17.5	17.5	17.5
Women	15.4	15.4	15.4	15.4
Men	2.7	2.7	2.7	2.7
Persons of self-described gender	-	-	-	-
Vacant positions	(0.6)	(0.6)	(0.6)	(0.6)
New positions	-	-	-	-
<b>Total Customer &amp; Corporate Support</b>	<b>135.5</b>	<b>135.5</b>	<b>135.5</b>	<b>135.5</b>
<b>CFO Office</b>				
Permanent - Full time	37.0	37.0	37.0	37.0
Women	23.0	23.0	23.0	23.0
Men	13.0	13.0	13.0	13.0
Persons of self-described gender	-	-	-	-
Vacant positions	-	-	-	-
New positions	1.0	1.0	1.0	1.0
Permanent - Part time	3.8	3.8	3.8	3.8
Women	3.8	3.8	3.8	3.8
Men	-	-	-	-
Persons of self-described gender	-	-	-	-
Vacant positions	-	-	-	-
New positions	-	-	-	-
<b>Total CFO Office</b>	<b>40.8</b>	<b>40.8</b>	<b>40.8</b>	<b>40.8</b>
<b>Community Strengthening</b>				
Permanent - Full time	264.3	264.3	264.3	264.3
Women	206.4	206.4	206.4	206.4
Men	48.9	48.9	48.9	48.9
Persons of self-described gender	-	-	-	-
Vacant positions	9.0	9.0	9.0	9.0
New positions	-	-	-	-
Permanent - Part time	233.3	233.3	233.3	233.3
Women	224.5	224.5	224.5	224.5
Men	7.2	7.2	7.2	7.2
Persons of self-described gender	-	-	-	-
Vacant positions	1.7	1.7	1.7	1.7
New positions	-	-	-	-
<b>Total Community Strengthening</b>	<b>497.6</b>	<b>497.6</b>	<b>497.6</b>	<b>497.6</b>
<b>Infrastructure and Open Space</b>				
Permanent - Full time	233.8	233.8	233.8	233.8
Women	85.8	85.8	85.8	85.8
Men	136.0	136.0	136.0	136.0
Persons of self-described gender	1.0	1.0	1.0	1.0
Vacant positions	10.0	10.0	10.0	10.0
New positions	1.0	1.0	1.0	1.0
Permanent - Part time	8.3	8.3	8.3	8.3
Women	7.2	7.2	7.2	7.2
Men	0.3	0.3	0.3	0.3
Persons of self-described gender	-	-	-	-
Vacant positions	0.7	0.7	0.7	0.7
New positions	-	-	-	-
<b>Total Infrastructure and Open Space</b>	<b>242.1</b>	<b>242.1</b>	<b>242.1</b>	<b>242.1</b>
<b>Planning and Place</b>				
Permanent - Full time	115.6	115.6	115.6	115.6
Women	59.6	59.6	59.6	59.6
Men	51.0	51.0	51.0	51.0
Persons of self-described gender	-	-	-	-
Vacant positions	4.0	4.0	4.0	4.0
New positions	1.0	1.0	1.0	1.0
Permanent - Part time	32.7	32.7	32.7	32.7
Women	31.5	31.5	31.5	31.5
Men	1.6	1.6	1.6	1.6
Persons of self-described gender	-	-	-	-
Vacant positions	(0.4)	(0.4)	(0.4)	(0.4)
New positions	-	-	-	-
<b>Total Planning and Place</b>	<b>148.3</b>	<b>148.3</b>	<b>148.3</b>	<b>148.3</b>
<b>Total permanent staff</b>	<b>1,064.4</b>	<b>1,064.4</b>	<b>1,064.4</b>	<b>1,064.4</b>
<b>Casuals and temporary staff</b>	<b>20.6</b>	<b>20.6</b>	<b>20.6</b>	<b>20.6</b>
<b>Capitalised labour</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total staff numbers</b>	<b>1,085.0</b>	<b>1,085.0</b>	<b>1,085.0</b>	<b>1,085.0</b>

## 4. Notes to the Financial Statements

This section presents detailed information on material components of the financial statements.

### 4.1 COMPREHENSIVE INCOME STATEMENT

#### 4.1.1 Rates and Charges (\$6.0 million, 3.41% increase)

Rates and charges are required by the Act and the Regulations to be disclosed in Council's budget.

As per the Local Government Act 2020, Council is required to have a Revenue and Rating Plan which is a four year plan for how Council will generate income to deliver the Council Plan, program and services and capital works commitments over a four-year period.

In developing the Budget, rates and charges were identified as an important source of revenue. Planning for future rate increases has therefore been an important component of the financial planning process. The Fair Go Rates System (FGRS) sets out the maximum amount councils may increase rates in a year. For 2025/26 the FGRS cap has been set at 3.0%. The cap applies to both general rates and municipal charges and is calculated on the basis of council's average rates and charges.

The level of required rates and charges has been considered in this context, with reference to Council's other sources of income and the planned expenditure on services and works to be undertaken for the community.

To achieve these objectives while maintaining service levels and a strong capital expenditure program, the average general rate and the municipal charge will increase by 3.0% in line with the rate cap.

This will raise total rates and charges for 2025/26 to \$181.6 million.

#### Fair Go Rates System Compliance

Kingston City Council is fully compliant with the State Government's Fair Go Rates System.

**4.1.1(a)** The reconciliation of the total rates and charges to the Comprehensive Income Statement is as follows:

	2024/25 Forecast Actual	2025/26 Budget	Change	%
	\$'000	\$'000	\$'000	
General rates*	143,856	148,172	4,316	3.00%
Municipal charge*	7,834	7,909	75	0.96%
Cultural and Recreational Land rates	205	205	-	0.00%
Waste management charge	21,011	22,808	1,797	8.55%
Special rates and charges	59	59	-	0.00%
Supplementary rates and rate adjustments	1,600	1,200	(400)	(25.00%)
Interest on rates and charges	1,000	1,200	200	20.00%
<b>Total rates and charges</b>	<b>175,566</b>	<b>181,554</b>	<b>5,988</b>	<b>3.41%</b>

\*These items are subject to the rate cap established under the FGRS.

**4.1.1(b)** Rates will be raised by the application of differential rates. The rate in the dollar to be levied for each type or class of land compared with the previous financial year:

Type or class of land	2024/25	2025/26	Change
	Forecast Actual cents/\$CIV*	Budget cents/\$CIV*	
Agricultural	0.0014078	<b>0.0014560</b>	3%
Extractive	0.0052793	<b>0.0054602</b>	3%
General	0.0017598	<b>0.0018201</b>	3%
Residential Heritage	0.0015838	<b>0.0016381</b>	3%
Retirement	0.0015838	<b>0.0016381</b>	3%

\* Capital Improved Value (CIV)

**4.1.1(c)** The estimated total amount to be raised by general rates in relation to each type or class of land, and the estimated total amount to be raised by general rates, compared with the previous financial year.

Type or class of land	2024/25	2025/26	Change	
	Forecast Actual \$'000	Budget \$'000	\$'000	%
Agricultural	166	<b>172</b>	6	3.41%
Extractive	26	<b>25</b>	(1)	(2.03%)
General	142,640	<b>146,876</b>	4,236	2.97%
Residential Heritage	169	<b>178</b>	9	5.45%
Retirement	855	<b>921</b>	66	7.70%
<b>Total amount to be raised by general rates</b>	<b>143,855</b>	<b>148,172</b>	<b>4,316</b>	<b>3.00%</b>

**4.1.1(d)** The number of assessments in relation to each type or class of land, and the total number of assessments, compared with the previous financial year.

Type or class of land	2024/25	2025/26	Change	
	Forecast Actual Number	Budget Number	Number	%
Agricultural	39	<b>39</b>	-	0.00%
Extractive	2	<b>1</b>	(1)	(50.00%)
General	77,056	<b>77,521</b>	465	0.60%
Residential Heritage	105	<b>104</b>	-1	(0.95%)
Retirement	1,140	<b>1,140</b>	-	0.00%
<b>Total number of assessments</b>	<b>78,342</b>	<b>78,805</b>	<b>463</b>	<b>0.59%</b>

**4.1.1(e)** The basis of valuation to be used is the Capital Improved Value (CIV). This method assesses the total value of a property, encompassing both the land and all improvements upon it.

**4.1.1(f)** The estimated total value of each type or class of land, and the estimated total value of land, compared with the previous financial year:

Type or class of land	2024/25	2025/26	Change	
	Forecast Actual \$'000	Budget \$'000	\$'000	%
Agricultural	117,815	<b>117,790</b>	-25	(0.02%)
Extractive	4,930	<b>4,670</b>	(260)	(5.27%)
General	80,929,530	<b>80,698,263</b>	-231,268	(0.29%)
Residential Heritage	106,675	<b>108,765</b>	2,090	1.96%
Retirement	539,698	<b>561,990</b>	22,293	4.13%
<b>Total value of land</b>	<b>81,698,648</b>	<b>81,491,478</b>	<b>-207,170</b>	<b>(0.25%)</b>

**4.1.1(g)** A fixed component of the rates will be a municipal charge. The municipal charge compared with the previous financial year is:

Type of Charge	Per Rateable Property 2024/25	Per Rateable Property 2025/26	Change	
	\$	\$	\$	%
Municipal	100	100	-	0.00%

**4.1.1(h)** The estimated total amount to be raised by municipal charges compared with the previous financial year:

Type of Charge	2024/25 Forecast Actual	2025/26 Budget	Change	
	\$'000	\$'000		
Municipal	7,779	7,909	130	1.68%

**4.1.1(i)** The rate or unit amount to be levied for each type of service rate or charge under Section 162 of the Act compared with the previous financial year:

Type of Charge	Per Rateable Property 2024/25	Per Rateable Property 2025/26	Change	
	\$	\$	\$	%
Waste Choice A - 120lt Refuse, 240lt Recycling, 240lt Green	371	402	31	8.41%
Waste Choice B - 80lt Refuse, 240lt Recycling, 240lt Green	307	333	26	8.46%
Waste Choice C - 120lt Refuse, 240lt Recycling, 120lt Green	340	369	29	8.47%
Waste Choice D - 80lt Refuse, 240lt Recycling, 120lt Green	284	310	25	8.93%
Waste Choice E - 120lt Refuse, 240lt Recycling	276	300	24	8.81%
Waste Choice F - 80lt Refuse, 240lt Recycling	228	248	20	8.72%
Waste Choice G - 240lt x 2 Share Refuse, 240lt Recycling	216	234	19	8.63%
Waste Choice H - 240lt x 3 Share Refuse, 240lt Recycling	173	187	15	8.43%
Waste Choice I - 240lt x 4 Share Refuse, 240lt Recycling	155	168	13	8.55%
Waste Choice P - 120lt x 2 Share Refuse, 240lt Recycling	155	168	14	8.77%
Waste Choice W - Additional 120Lt Green Waste	70	75	5	7.88%
Waste Choice X - Additional 240Lt Green Waste	86	93	7	7.72%
Waste Choice Y - Additional 240Lt Refuse	213	230	17	7.77%
Waste Choice Z - Additional 120Lt Refuse	201	217	16	8.10%

**4.1.1(j)** The estimated total amount to be raised by each type of service rate or charge, and the estimated total amount to be raised by service rates and charges, compared with the previous financial year

Type of Charge	2024/25 Forecast Actual	2025/26 Budget	Change	
	\$'000	\$'000	\$'000	%
Municipal Charge	7,834	7,909	75	0.96%
Special Rates & Charges	59	59	-	0.00%
Waste Management Charges	21,011	22,808	1,797	8.55%
<b>Total</b>	<b>28,905</b>	<b>30,777</b>	<b>1,872</b>	<b>6.48%</b>

**4.1.1(k)** The estimated total amount to be raised by all rates and charges compared with the previous financial year.

	2024/25	2025/26	Change	
	Forecast Actual \$'000	Budget \$'000	\$'000	%
<i>General Rates</i>	143,856	148,172	4,316	3.00%
<i>Municipal Charge</i>	7,834	7,909	75	0.96%
<i>Waste Management Charges</i>	21,011	22,808	1,797	8.55%
<i>Special Rates &amp; Charges</i>	59	59	-	0.00%
<i>Supplementary Rates</i>	1,600	1,200	(400)	(25.00%)
<i>Cultural &amp; Recreational Lands Rates</i>	205	205	-	0.00%
<i>Interest on Rates</i>	1,000	1,200	200	20.00%
<b>Total Rates and charges</b>	<b>175,566</b>	<b>181,554</b>	<b>5,988</b>	<b>3.41%</b>

**4.1.1(l)** Fair Go Rates System Compliance

Kingston City Council is required to comply with the State Government's Fair Go Rates System (FGRS). The table below details the budget assumptions consistent with the requirements of the Fair Go Rates System:

	2024/25	2025/26
	Forecast Actual	Budget
Total Rates & Charges Prior Year	\$ 151,544,699	\$ 156,081,140
Number of rateable properties	78,805	78,805
Base Average Rate	\$ 1,923	\$ 1,923.0
Maximum Rate Increase (set by the State Government)	<b>2.75%</b>	<b>3.00%</b>
Capped Average Rate	\$ 1,975.9	\$ 1,980.6
Maximum General Rates and Municipal Charges Revenue	\$ 155,712,178	\$ 156,083,159
Budgeted General Rates and Municipal Charges Revenue	\$ 151,690,019	\$ 156,081,140
Budgeted Other Charges	\$ 22,275,872	\$ 24,272,584
Budgeted Supplementary Rates	\$ 1,600,000	\$ 1,200,000
<b>Budgeted Total Rates and Municipal Charges Revenue</b>	<b>\$ 175,565,891</b>	<b>\$ 181,553,724</b>

**4.1.1(m)** Any significant changes that may affect the estimated amounts to be raised by rates and charges

There are no known significant changes which may affect the estimated amounts to be raised by rates and charges. However, the total amount to be raised by rates and charges may be affected by:

- The making of supplementary valuations (2025/26: estimated \$1200.00 and 2024/25: \$989)
- The variation of returned levels of value (e.g. valuation appeals)
- Changes of use of land such that rateable land becomes non-rateable land and vice versa
- Changes of use of land such that residential land becomes business land and vice versa.

**4.1.1(n)** Differential rates

Kingston's Revenue & Rating Plan outlines Council's approach to its differential rates. Please refer to the 2025-2029 Adopted Revenue and Rating Plan for further information.



## FIRE SERVICES PROPERTY LEVY (FSPL) – CHANGE TO EMERGENCY SERVICES AND VOLUNTEERS FUND (ESVF)

Victorian State Government – Treasury & Finance has announced from 1 July 2025, the Fire Services Property Levy (FSPL) will be replaced by the Emergency Services and Volunteers Fund (ESVF).

This initiative will expand funding to support a wider range of emergency services, including Victoria State Emergency Service (VICSES), Triple Zero Victoria, the State Control Centre, Forest Fire Management Victoria, and Emergency Recovery Victoria, in addition to the Country Fire Authority (CFA) and Fire Rescue Victoria (FRV). This will align Victoria's emergency service funding with other states' practices. VICSES volunteers are increasingly responding to more frequent and severe natural disasters in Victoria. Callouts have risen from 20,000 annually (2009-2013) to 35,000 in recent years. Resources have to be increased to support their vital work and aid community recovery.

Like the FSPL, the ESVF will be calculated based on a fixed charge that varies by property type, and a variable charge based on property value. Pensioners, veterans and single farm enterprises will continue to receive concessions. Every dollar raised will go towards vital life-saving equipment, vehicles, staff, training for volunteers, community education, and recovery support for when Victorians need it most. The Emergency Services Victoria Fund (ESVF) will operate on a similar model to the Fire Services Property Levy (FSPL), employing a dual-component calculation. This calculation will comprise a fixed charge, which will vary according to property classification, and a variable charge, directly proportional to the assessed property value. Continuing the established practice, concessions will be maintained for eligible pensioners, veterans, and single farm enterprises, ensuring equitable financial consideration for these groups.

The collection of the ESVF will be administered through local councils, facilitating a streamlined and established collection process.

All revenue generated through the ESVF will be exclusively allocated to the enhancement of vital emergency services. These funds will be directed towards the acquisition of life-saving equipment, procurement of essential vehicles, provision of staffing resources, delivery of comprehensive volunteer training programs, implementation of community education initiatives, and the provision of crucial recovery support services, ensuring Victorians receive the necessary assistance during times of crisis.

### 4.1.2 Statutory Fees and Fines (\$0.5 million and 5.0% increase)

Statutory fees and fines relate to fees and fines levied in accordance with legislation and include animal registrations, Public Health and Wellbeing Act 2008 registrations and parking fines. Increases in statutory fees are made in accordance with legislation. The Town Planning fees budget has been increased by \$0.2 million to reflect registration renewal however this is a cautious estimate due to volatility in construction and potential adverse impacts on permits due to State Government's planning approval scheme. The parking infringements budget has been increased by \$0.1 million to align with normalised infringement court income in 2025/26. Family Day Care fees have increased by \$0.1 million due to parent levy rise.

	Forecast Actual 2024/25	Budget 2025/26	Change	
	\$'000	\$'000	\$'000	%
Infringements and Costs	1,720	1,723	4	0.2%
Parking Infringements	2,546	2,618	72	2.8%
Permits	728	776	49	6.7%
Town Planning	3,543	3,784	241	6.8%
Family Day Care	387	485	99	25.5%
Land Information Certificates	190	194	4	2.0%
Other	234	239	5	2.0%
<b>Total statutory fees and fines</b>	<b>9,348</b>	<b>9,819</b>	<b>471</b>	<b>5.0%</b>

#### 4.1.3 User Fees (\$1.9 million and 8.2% decrease)

User charges relate mainly to the recovery of service delivery costs through the charging of fees to users of Council's services. These include use of leisure centre, and other community facilities and personal contributions to the provision of human services such as family day care, long day care and home help services. In setting the budget, the key principle for determining the level of user charges has been to have regard to cost escalations and market forces.

User charges are projected to decrease by \$1.9 million compared to 2024/25 predominantly in Home Care Packages in Aged and health services due to change in internal recharges model under expected levels of demand. Additionally, the Waves Leisure Centre and the Arts Centre are expected to be operational for the entire year, contributing \$0.1 million to the increase. Increase in user fees for Child care/ children's by \$0.6 million is due to the continuing interest in the child care services and high utilisation. Rental income has reduced by \$0.7 million due to departure of long-term tenants. Council is seeking to mobilise alternative tenants or arrangements, while budget reflects known conditions.

	Forecast Actual	Budget	Change	
	2024/25	2025/26		
	\$'000	\$'000	\$'000	%
Aged and health services	4,201	1,934	(2,267)	(54.0%)
Building services	1,278	1,231	(48)	(3.7%)
Child care/children's programs	5,181	5,812	631	12.2%
Leisure centre and recreation	7,839	7,941	102	1.3%
Registration and other permits	1,359	1,451	92	6.8%
Waste management services	595	635	40	6.7%
Rental Income	2,866	2,197	(669)	(23.3%)
Other	78	291	212	270.7%
<b>Total user fees</b>	<b>23,399</b>	<b>21,492</b>	<b>(1,907)</b>	<b>(8.2%)</b>

##### 4.1.3.1. Proposals to Lease Council Land

Council gives notice, under section 115 of the Local Government Act 2020 and under Council's Community Engagement Policy, of its intention to grant the following leases during the 2025/26 financial year in accordance with Council's adopted 2018 Lease & Licence Policy or as subsequently amended.

- **To Amplitel Pty. Ltd. (the Tenant)** on the following terms and conditions.
  - Leased premises being the property known as Dolamore Reserve Queen Street Mentone 3194 (more specifically that part of the Reserve fronting Nepean Highway).
  - A term of 20 years with a break date granted to Amplitel every 5 years in lieu of option periods.
  - Commencing market rental plus GST plus statutory charges adjusted annually as agreed to by Council's certified practising valuer.
  - Permitted use being for the installation, inspection, maintenance, construction, excavation (if necessary), replacement, repair, renewal alteration, upgrade, cleaning, operation and removal of the Tenant's Equipment for the purpose of communications operations.
  - The Tenant maintaining and repairing the Tenant's Equipment, including the external walls and structure of the Tenant's Equipment, removing any graffiti and repairing any vandalism or damage to the Tenant's Equipment or the Premises; and repairing or replacing anything in the Premises which is damaged or destroyed.

- The Tenant complying at all times with the Electro Magnetic Radiation Safety Standards as set by the Australian Radiation Protection and Nuclear Safety Agency (**ARPANSA**) and regulated by the Australian Communications and Media Authority (**ACMA**), the independent regulator of the Australian telecommunications industry (**ARPANSA Standards**), as updated from time to time.
- **To Amplitel Pty. Ltd. (the Tenant)** on the following terms and conditions.
  - Leased premises being the property known as Walter Galt Reserve Warren Road Parkdale 3195 (more specifically in the corner of the carpark facing Warren Road).
  - A term of 20 years with a break date granted to the Tenant every 5 years in lieu of option periods.
  - Commencing market rental plus GST plus statutory charges adjusted annually as agreed to by Council's certified practising valuer.
  - Permitted use being for the installation, inspection, maintenance, construction, excavation (if necessary), replacement, repair, renewal alteration, upgrade, cleaning, operation and removal of the Tenant's Equipment for the purpose of communications operations.
  - The Tenant maintaining and repairing the Tenant's Equipment, including the external walls and structure of the Tenant's Equipment, removing any graffiti and repairing any vandalism or damage to the Tenant's Equipment or the Premises; and repairing or replacing anything in the Premises which is damaged or destroyed.
  - The Tenant complying at all times with the Electro Magnetic Radiation Safety Standards as set by the Australian Radiation Protection and Nuclear Safety Agency (**ARPANSA**) and regulated by the Australian Communications and Media Authority (**ACMA**), the independent regulator of the Australian telecommunications industry (**ARPANSA Standards**), as updated from time to time;
- **To Optus Mobile Pty. Ltd. (the Tenant)** on the following terms and conditions.
  - Leased premises being the property known as Keeley Park, Main Road Clayton South 3169 (more specifically next to the carpark adjoining the scoreboard).
  - A term of 20 years with a break date granted to the Tenant every 5 years in lieu of option periods.
  - Commencing market rental plus GST plus statutory charges adjusted annually as agreed to by Council's certified practising valuer.
  - Permitted use being for constructing, maintaining and operating a telecommunications network and telecommunications service including but not limited to installing, storing, operating, repairing, maintaining, altering and replacing and removal the Tenant's Equipment consistent with the evolving nature of telecommunications services.
  - The Tenant maintaining and repairing the Tenant's Equipment, including the external walls and structure of the Tenant's Equipment, removing any graffiti and repairing any vandalism or damage to the Tenant's Equipment or the Premises; and repairing or replacing anything in the Premises which is damaged or destroyed.
  - The Tenant complying at all times with the Electro Magnetic Radiation Safety Standards as set by the Australian Radiation Protection and Nuclear Safety Agency (**ARPANSA**) and regulated by the Australian Communications and Media Authority (**ACMA**), the independent regulator of the Australian telecommunications industry (**ARPANSA Standards**), as updated from time to time;

- **To Optus Mobile Pty. Ltd. (the Tenant)** on the following terms and conditions.
  - Leased premises being the property known as Edithvale Recreation Reserve, Edithvale Road Edithvale 3196 (more specifically in between the water tanks and the machinery shed).
  - A term of 20 years with a break date granted to the Tenant every 5 years in lieu of option periods.
  - Commencing market rental plus GST plus statutory charges adjusted annually as agreed to by Council's certified practising valuer.
  - Permitted use being for constructing, maintaining and operating a telecommunications network and telecommunications service including but not limited to installing, storing, operating, repairing, maintaining, altering and replacing and removal the Tenant's Equipment consistent with the evolving nature of telecommunications services.
  - The Tenant maintaining and repairing the Tenant's Equipment, including the external walls and structure of the Tenant's Equipment, removing any graffiti and repairing any vandalism or damage to the Tenant's Equipment or the Premises; and repairing or replacing anything in the Premises which is damaged or destroyed.
  - The Tenant complying at all times with the Electro Magnetic Radiation Safety Standards as set by the Australian Radiation Protection and Nuclear Safety Agency (**ARPANSA**) and regulated by the Australian Communications and Media Authority (**ACMA**), the independent regulator of the Australian telecommunications industry (**ARPANSA Standards**), as updated from time to time;
- **To Optus Mobile Pty. Ltd. (the Tenant)** on the following terms and conditions.
  - Leased premises being the property known as Mentone Reserve, Brindisi Street Mentone 3194 (more specifically adjoining the carpark behind the municipal offices).
  - A term of 20 years with a break date granted to the Tenant every 5 years in lieu of option periods.
  - Commencing market rental plus GST plus statutory charges adjusted annually as agreed to by Council's certified practising valuer.
  - Permitted use being for constructing, maintaining and operating a telecommunications network and telecommunications service including but not limited to installing, storing, operating, repairing, maintaining, altering and replacing and removal the Tenant's Equipment consistent with the evolving nature of telecommunications services.
  - The Tenant maintaining and repairing the Tenant's Equipment, including the external walls and structure of the Tenant's Equipment, removing any graffiti and repairing any vandalism or damage to the Tenant's Equipment or the Premises; and repairing or replacing anything in the Premises which is damaged or destroyed.
  - The Tenant complying at all times with the Electro Magnetic Radiation Safety Standards as set by the Australian Radiation Protection and Nuclear Safety Agency (**ARPANSA**) and regulated by the Australian Communications and Media Authority (**ACMA**), the independent regulator of the Australian telecommunications industry (**ARPANSA Standards**), as updated from time to time;
- **To Optus Mobile Pty. Ltd. (the Tenant)** on the following terms and conditions.
  - Leased premises being the property known as Gerry Green Reserve, Nepean Highway Parkdale 3195 (more specifically on the eastern side of the oval boundary the tennis club carpark).
  - A term of 20 years with a break date granted to the Tenant every 5 years in lieu of option periods.
  - Commencing market rental plus GST plus statutory charges adjusted annually as agreed to by Council's certified practising valuer.

- Permitted use being for constructing, maintaining and operating a telecommunications network and telecommunications service including but not limited to installing, storing, operating, repairing, maintaining, altering and replacing and removal the Tenant's Equipment consistent with the evolving nature of telecommunications services.
- The Tenant maintaining and repairing the Tenant's Equipment, including the external walls and structure of the Tenant's Equipment, removing any graffiti and repairing any vandalism or damage to the Tenant's Equipment or the Premises; and repairing or replacing anything in the Premises which is damaged or destroyed.
- The Tenant complying at all times with the Electro Magnetic Radiation Safety Standards as set by the Australian Radiation Protection and Nuclear Safety Agency (**ARPANSA**) and regulated by the Australian Communications and Media Authority (**ACMA**), the independent regulator of the Australian telecommunications industry (**ARPANSA Standards**), as updated from time to time;
- **To Optus Mobile Pty. Ltd. (the Tenant)** on the following terms and conditions.
  - Leased premises being the property known as Regents Park, Sixth Avenue Aspendale 3195 (more specifically the premises that the Tenant currently occupies).
  - A term of 20 years with a break date granted to the Tenant every 5 years in lieu of option periods.
  - Commencing market rental plus GST plus statutory charges adjusted annually as agreed to by Council's certified practising valuer.
  - Permitted use being for constructing, maintaining and operating a telecommunications network and telecommunications service including but not limited to installing, storing, operating, repairing, maintaining, altering and replacing and removal the Tenant's Equipment consistent with the evolving nature of telecommunications services.
  - The Tenant maintaining and repairing the Tenant's Equipment, including the external walls and structure of the Tenant's Equipment, removing any graffiti and repairing any vandalism or damage to the Tenant's Equipment or the Premises; and repairing or replacing anything in the Premises which is damaged or destroyed.
  - The Tenant complying at all times with the Electro Magnetic Radiation Safety Standards as set by the Australian Radiation Protection and Nuclear Safety Agency (**ARPANSA**) and regulated by the Australian Communications and Media Authority (**ACMA**), the independent regulator of the Australian telecommunications industry (**ARPANSA Standards**), as updated from time to time;
- **To Waveconn Pty. Ltd. (the Tenant)** on the following terms and conditions.
  - Leased premises being the property known as deals Road Clayton South 3169 (more specifically the premises that the Tenant currently occupies).
  - A term of 20 years with a break date granted to the Tenant every 5 years in lieu of option periods.
  - Commencing market rental plus GST plus statutory charges adjusted annually as agreed to by Council's certified practising valuer.
  - Permitted use being for constructing, maintaining and operating a telecommunications network and telecommunications service including but not limited to installing, storing, operating, repairing, maintaining, altering and replacing and removal the Tenant's Equipment consistent with the evolving nature of telecommunications services.
  - The Tenant maintaining and repairing the Tenant's Equipment, including the external walls and structure of the Tenant's Equipment, removing any graffiti and repairing any vandalism or damage to the Tenant's Equipment or the Premises; and repairing or replacing anything in the Premises which is damaged or destroyed.



- The Tenant complying at all times with the Electro Magnetic Radiation Safety Standards as set by the Australian Radiation Protection and Nuclear Safety Agency (**ARPANSA**) and regulated by the Australian Communications and Media Authority (**ACMA**), the independent regulator of the Australian telecommunications industry (**ARPANSA Standards**), as updated from time to time.
- **To United Energy Distribution Pty. Ltd. (the Tenant)** on the following terms & conditions.
  - Leased premises being part of the land addressed as 1-7 Wells Road Mordialloc
  - A term not exceeding 50 years including options.
  - Annual rental of 10 cents p.a. payable on demand.
  - Permitted use being for the construction and use of an electrical substation and for other purposes incidental to the receiving, distribution, transforming and supply of electricity.
  - To keep the substation in good repair and condition.

For any further information relating to the lease proposals in this notice, or to view plans of the proposed leased premises, please contact [property.services@kingston.vic.gov.au](mailto:property.services@kingston.vic.gov.au)

**4.1.4 Grants – Operating & Capital (\$4.4 million and 5.9% increase)**

	Forecast Actual	Budget	Change	
	2024/25	2025/26		
	\$'000	\$'000	\$'000	%
<b>Grants were received in respect of the following:</b>				
Summary of grants				
Commonwealth funded grants	50,698	51,069	370	0.7%
State funded grants	23,363	27,386	4,022	17.2%
<b>Total grants received</b>	<b>74,062</b>	<b>78,454</b>	<b>4,393</b>	<b>5.9%</b>
<b>(a) Operating Grants</b>				
<b>Recurrent - Commonwealth Government</b>				
Financial Assistance Grants	5,508	5,665	157	2.8%
Family and children	10,557	10,108	(449)	(4.3%)
Access Care	12,406	12,824	418	3.4%
Home and community care	21,084	21,084	(0)	(0.0%)
Other	-	-	-	0.0%
<b>Recurrent - State Government</b>				
Access Care	1,656	1,591	(65)	(3.9%)
Family and children	3,530	3,617	87	2.5%
Libraries and education	738	642	(96)	(13.1%)
School crossing supervisor program	606	625	18	3.0%
Beach and foreshore cleaning	498	513	15	3.0%
Level crossing grant	2,161	1,936	(225)	(10.4%)
Other	53	78	25	46.6%
<b>Total recurrent grants</b>	<b>58,798</b>	<b>58,681</b>	<b>(116)</b>	<b>(0.2%)</b>
<b>Non-recurrent - Commonwealth Government</b>				
Other	80	79	(1)	(0.9%)
<b>Non-recurrent - State Government</b>				
Other	132	113	(19)	(14.4%)
<b>Total non-recurrent grants</b>	<b>212</b>	<b>192</b>	<b>(20)</b>	<b>(9.3%)</b>
<b>Total operating grants</b>	<b>59,010</b>	<b>58,874</b>	<b>(136)</b>	<b>(0.2%)</b>
<b>(b) Capital Grants</b>				
<b>Recurrent - Commonwealth Government</b>				
Roads to recovery	1,063	1,309	245	23.1%
<b>Total recurrent grants</b>	<b>1,063</b>	<b>1,309</b>	<b>245</b>	<b>23.1%</b>
<b>Non-recurrent - State Government</b>				
Sporting facilities	4,198	600	(3,598)	(85.7%)
Aquatic new facility	5,000	10,000	5,000	100.0%
Lifesaving clubs	-	-	-	0%
Children's facilities	881	714	(167)	100.0%
Civil infrastructure	2,828	760	(2,068)	(73.1%)
Community facilities, parks, reserves	-	4,675	4,675	0.0%
Library books purchase	1,082	1,213	131	12.1%
Other	-	310	310	0.0%
<b>Total non-recurrent grants</b>	<b>13,989</b>	<b>18,272</b>	<b>4,283</b>	<b>30.6%</b>
<b>Total capital grants</b>	<b>15,052</b>	<b>19,581</b>	<b>4,529</b>	<b>30.1%</b>
<b>Total Grants</b>	<b>74,062</b>	<b>78,454</b>	<b>4,393</b>	<b>5.9%</b>

#### Operating Grants – (\$0.1 million and 0.2% decrease)

Operating grants include all monies received from State and Federal sources for the purposes of funding the delivery of Council's services to ratepayers. Overall, the level of operating grants has decreased by \$0.1 million compared to 2024/25 primarily in Family and Children due to before and after school program closures for all Catholic school centres.

#### Capital grants – (\$4.5 million and 30.1% increase)

Capital grants include all monies received from Commonwealth and State Government sources for the purposes of funding the capital works program. In line with funding agreements Capital grants in 2025/26 have increased by \$4.5 million to a total of \$19.6 million featuring \$10.0 million for the new Mordi Aquatic Centre, \$2.4 million Namatjira Park Masterplan Implementation, \$1.5 million Le Page Park Masterplan Implementation, \$1.3 million for Local Roads & Community Infrastructure and \$1.2 million Library stock purchasing.

#### 4.1.5 Contributions – Monetary (\$2.5 million and 28.8% increase)

Open Space developer Contributions are budgeted to remain unchanged, while capital contributions are projected to increase by \$2.5 million in line with capital program works.

	Forecast Actual 2024/25 \$'000	Budget 2025/26 \$'000	Change \$'000	%
Capital Contributions	400	2,864	2,464	615.9%
Open Space Developer Contributions	7,000	7,000	-	0.0%
Donations	1	1	-	0.0%
Other Contributions	1,278	1,278	-	0.0%
Farmers Market	21	21	1	3.1%
<b>Total contributions</b>	<b>8,700</b>	<b>11,209</b>	<b>2,509</b>	<b>28.8%</b>

#### 4.1.6 Other income (\$1.5 million and 23.9% decrease)

	Forecast Actual 2024/25 \$'000	Budget 2025/26 \$'000	Change \$'000	%
Interest	4,549	3,500	(1,049)	(23.1%)
Other income	1,545	1,137	(408)	(26.4%)
<b>Total other income</b>	<b>6,094</b>	<b>4,637</b>	<b>(1,456)</b>	<b>(23.9%)</b>

Interest revenue on investments is budgeted to decrease in 2025/26 by \$1.0 million with anticipation of decrease in interest rates. Other income relates to a range of minor miscellaneous income items and reimbursements. The decrease in other income in 2025/26 is due to miscellaneous reimbursements received in 2024/25 which won't occur in 2025/26.

**4.1.7 Employee costs (\$4.3 million and 3.4% increase)**

	Forecast Actual 2024/25 \$'000	Budget 2025/26 \$'000	Change \$'000	%
Wages and salaries	115,905	<b>119,521</b>	3,616	3.1%
WorkCover	2,654	<b>3,465</b>	811	30.5%
Casual staff	7,295	<b>7,185</b>	(111)	(1.5%)
<b>Total employee costs</b>	<b>125,854</b>	<b>130,170</b>	<b>4,316</b>	<b>3.4%</b>

Employee costs include all labour related expenditure such as wages and salaries and on-costs such as allowances, leave entitlements, employer superannuation, etc. As staff vacancies are expected throughout the year, Council continues to budget for 96.45% of the cost of permanent staff which is recognised as a productivity measure which saves approximately \$2.7 million per annum.

Employee costs are forecast to increase by \$4.3 million in 2025/26. The change from 2024/25 includes allowances for the following factors:

- Assumed wages and salaries increase in line with the current Enterprise Bargaining Agreement (EBA)
- Incorporated increase for banding level increments
- A 0.5% increase in the Superannuation Guarantee.
- Increased workforce in Aged and Disability to sufficiently provide service level expectation set by increased grants (\$0.4 million).

**4.1.8 Materials and services (\$2.3 million and 2.0% increase)**

	Forecast Actual 2024/25 \$'000	Budget 2025/26 \$'000	Change \$'000	%
Road infrastructure maintenance	9,705	<b>11,794</b>	2,089	21.5%
Building maintenance	7,479	<b>7,813</b>	333	4.5%
Waste and cleansing	24,774	<b>26,298</b>	1,524	6.2%
Aged services	20,015	<b>16,905</b>	(3,111)	(15.5%)
Parks, gardens and reserves	16,332	<b>17,910</b>	1,577	9.7%
Leisure and culture	7,561	<b>7,514</b>	(47)	(0.6%)
Accommodation expense	665	<b>726</b>	61	9.2%
Information systems and telecommunications	8,677	<b>10,468</b>	1,791	20.6%
Family services	3,344	<b>4,095</b>	750	22.4%
Community engagement	2,882	<b>2,779</b>	(103)	(3.6%)
Parking, monitoring and enforcement	1,735	<b>1,700</b>	(35)	(2.0%)
Procurement and fleet management	3,263	<b>3,120</b>	(143)	(4.4%)
Council business	1,306	<b>315</b>	(990)	(75.9%)
People and culture	1,038	<b>922</b>	(116)	(11.2%)
Finance and legal	3,118	<b>2,293</b>	(824)	(26.4%)
Planning and building	1,137	<b>637</b>	(499)	(43.9%)
Other	971	<b>1,009</b>	38	4.0%
<b>Total materials and services</b>	<b>114,001</b>	<b>116,297</b>	<b>2,297</b>	<b>2.0%</b>

Materials and services include the purchases of consumables, payments to contractors for the provision of services, and utility costs. Materials and services are budgeted to increase by \$2.3 million in 2025/26.

Expenditure on all goods and services has been mainly kept at 2024/25 budget levels except for contractual expenditure subjected to annual price adjustment or newly contracted services occurring in predominantly Open Space, Aged Services, Waste Management and Civil Maintenance.

Major items of contractual expenditure in the Budget 2025/26 include:

- Garden and Green Waste Collections Contract - \$4.5 million.
- General and Hard Waste Collections Contracts - \$8.2 million.
- Landfill and Recycling Collections Processing Contracts - \$11.7 million.
- Street Sweeping contracts – \$1.7 million.
- Civil maintenance contracts (drain, road, kerb, and channel) – \$5.8 million.
- Open space and sports grounds mowing maintenance – \$6.7 million.
- Parks cleansing contract – \$1.0 million.
- Foreshore cleaning contract - \$1.9 million
- Programmed tree maintenance – \$2.2 million.
- Reactive tree maintenance - \$1.5 million.
- Tree planting - \$1.2 million.
- Programmed and Reactive Cleaning Contract – \$1.4 million.
- Builder's, Electricians and Plumbers Contract - \$2.1 million.
- Security Services and Labour Contract - \$0.4 million.
- ICT Systems and Cloud hosting - \$1.1 million.
- Software Applications and Subscriptions - \$7.4 million.
- Pool chemicals and Swim centre's cleaning – \$0.5 million.

The Waste Management budget is proposed to increase by 6.2% for the 2025/26 financial year, it is primarily driven by landfill levy increase introduced by Department of Energy, Environment and Climate Action (DEECA).

#### **4.1.9 Depreciation (\$0.7 million and 1.7% increase)**

Depreciation is an accounting measure which allocates the value of an asset over its useful life. Council applies this to property, plant and equipment. This includes infrastructure assets such as roads and drains and reflects the effect of revaluing Council's assets to their current realisable value in accordance with Australian Accounting Standards. The level of depreciation is also affected by the net change in assets in 2024/25 and the full year effect of depreciation of the 2024/25 capital works program.

Refer to Section 4.5 (Capital works program) for a more detailed analysis of Council's 2025/26 capital works program. The budgeted costs of depreciation in 2025/26 is estimated to be \$44.6 million.

#### **4.1.10 Amortisation Right of use of assets (no change)**

Based on the accounting standard AASB 16 – Leases, Council has identified assets which include vehicles, equipment, property pertaining to long-term contracts with exclusive use of the assets. In accordance with the standard, Council has recognised the amortisation of those assets and the amortisation cost budgeted for 2025/26 is estimated to be \$1.3 million.

#### **4.1.11 Allowance for impairment losses (previously bad and doubtful debts) - No change**

Allowance for impairment losses (previously bad and doubtful debts) are projected to remain at 2025/26 levels of \$0.05 million.



**4.1.12 Borrowing costs (\$2.2 million and over 100% increase)**

Borrowing costs relate to interest charged by financial institutions on funds borrowed in accordance with loan agreements. Council is planning to borrow \$12.5 million in 2024/25, \$38.6 million in 2025/26 and \$4.8 million in 2026/27 (total \$56.0 million) to fund the new Mordi Aquatic Centre, resulting in a borrowing cost.

**4.1.13 Finance costs – leases (No change)**

Council has budgeted \$0.5 million for finance lease costs – for leases of right of use assets in line with the applicable accounting standard AASB 16-Leases, which include vehicles, equipment, and property pertaining to long-term contracts with the exclusive use of the assets.

**4.2 BALANCE SHEET****4.2.1 Current assets (\$8.4 million and 6.2% decrease)**

Cash and cash equivalents include cash and investments, such as cash held in the bank, and the value of investments in deposits or other highly liquid investments with short term maturities between one to twelve months. The 2025/26 budget for current assets shows a decrease of \$8.0 million compared to 2024/25 which reflects the increased capital spending in the year comparatively to last year. Council remains committed to the asset renewal and upgrade programs.

Trade and other receivables are monies owed to Council by ratepayers and others. Short-term debtors are expected to increase in 2025/26 (by \$1.4 million).

**4.2.1 Non-current assets (\$55.9 million and 1.9% increase)**

Property, infrastructure, plant and equipment is the largest component of Council's worth and represents the value of all the land, buildings, roads, vehicles, equipment, etc. which has been built up by Council over many years. The increase in this balance is attributable to the addition of assets as a net result of the capital works program, the depreciation and amortisation of existing assets and the effect of annual revaluation of assets in 2024/25 that is required under the Australian Accounting Standards Board.

**4.2.2 Current Liabilities (\$1.9 million and 2.8% increase)**

Current liabilities include trade and other payables, trust funds and deposits and the provisions for accrued long service leave and annual leave owing to employees, as well as short-term interest-bearing liabilities.

**4.2.3 Borrowings and Interest Bearing Liabilities current and non-current**

Council intends to recognise the borrowing of \$12.5 million in 2024/25, \$38.6 million in 2025/26 and \$4.8 million in 2026/27 (total approximately \$56.0 million). Current liabilities account for expected payment in less than 12 months. Meanwhile, non-current liabilities account for the remaining payable balance of the collective loan in excess of 12 months.

The table below shows information on borrowings specifically required by the Regulations.

	Forecast Actual 2024/25	Budget 2025/26	2026/27	Projections 2027/28	2028/29
	\$	\$	\$	\$	\$
Amount borrowed as at 30 June of the prior year	-	12,529	51,143	55,950	55,950
Amount proposed to be borrowed	12,529	38,614	4,807	-	-
<b>Amount of borrowings as at 30 June</b>	<b>12,529</b>	<b>51,143</b>	<b>55,950</b>	<b>55,950</b>	<b>55,950</b>
Repayments	(559)	(2,872)	(5,527)	(8,328)	(11,283)
<b>Debt outstanding</b>	<b>11,970</b>	<b>48,271</b>	<b>50,423</b>	<b>47,622</b>	<b>44,667</b>

#### 4.2.4 Lease Liabilities and Right of Use Asset

The budget includes \$0.9 million in current lease liability and \$8.5 million liability in non-current lease liabilities as a result of recognising vehicles, equipment and property from right of use assets in accordance with AASB 16-Leases.

#### 4.2.5 Equity (\$11.1 million and 0.4% increase)

Total equity always equals net assets and is made up of the following components:

- Asset revaluation reserve, which represents the difference between the previously recorded value of assets and their current valuations.
- Other reserves are funds that Council wishes to separately identify as being set aside to meet a specific purpose in the future.
- Accumulated surplus, which is the value of all net assets less reserves that have accumulated over time. The increase in accumulated surplus is being used as part of the funding for the 2024/25 Capital Works Program.

### 4.3 STATEMENT OF CHANGES IN EQUITY

#### 4.3.1 Reserves

During 2025/26 a net amount of \$3.5 million is budgeted to be transferred from the accumulated surplus. This reflects the usage of the accumulated reserves and current year surplus to partly fund the capital works program associated with development of open space, land in the green wedge and building assets along the foreshore.

### 4.4 STATEMENT OF CASH FLOWS

#### 4.4.1 Operating activities (\$2.2 million and 3.6% decrease)

Operating activities refer to the cash generated or used in the normal service delivery functions of Council. The net cash flows from operating activities does not equal the surplus/(deficit) for the year as the expected revenues and expenses of the Council include non-cash items, which have been excluded from the Cash Flow Statement. See Notes 4.1.1 to 4.1.13 (excluding 4.1.9, 4.1.10 and 4.1.11) for detailed commentary on the movement of individual items.

#### 4.4.2 Investing activities (\$35.3 million and 52.8% decrease)

Investing activities refer to cash generated or used in the enhancement or creation of infrastructure or other assets. These activities can also include the acquisition and sale of other assets such as vehicles, property or equipment. Council's planned expenditure on capital renewal, upgrade or expansion works, which is discussed in detail in Section 4.5 Capital Works Program of this report, amounts to \$103.6 million. It also assumes that all capital works expenditure will be spent in 2025/26.

#### 4.4.3 Financing activities (\$22.3 million and over 100% increase)

Financing activities refer to cash generated or used in the financing of Council functions and can include borrowings from financial institutions and advancing of repayable loans to other organisations. It also includes interest and repayment costs of lease liabilities. Council's intends to borrow \$12.0 million in 2024/25, \$39.0 million in 2025/26 and \$5.0 million in 2026/27 (total \$56.0 million). This contributes to the increase in cash flow from financing activities.

#### 4.4.4 Cash and cash equivalents at end of the year (\$9.9 million and 8.7% decrease)

Overall, total cash and cash equivalents are expected to decrease by \$9.5 million and this is primarily due to the significant capital works program. Cash is forecast to be \$103.5 million as at 30 June 2026 with a continued declining outlook in the future.

## 4.5 Capital Works Program

### Capital Works Program

This section presents a listing of the capital works projects that will be undertaken for the year ending 30 June 2026. Any future years' capital works program is indicative and subject to future years' annual budget considerations by Council.

The capital works projects are grouped by class and include the following:

- New works for 2025/26.
- There will be works carried over from the 2024/25 which will be added to the total capital works delivered in 2025/26.

Capital Works Program

2025/26 Budget  
CITY OF KINGSTON

4.5.1 Summary

	Forecast Actual 2024/25 \$'000	Budget 2025/26 \$'000	Change \$'000	%
Property	37,305	60,139	22,834	61.21%
Plant and equipment	3,875	2,409	(1,466)	-37.84%
Infrastructure	27,632	41,018	13,386	48.44%
<b>Total</b>	<b>68,812</b>	<b>103,566</b>	<b>34,753</b>	<b>50.50%</b>

	Project Cost \$'000	Asset expenditure types				Summary of Funding Sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contrib. \$'000	Council cash \$'000	Borrowings \$'000
Property	60,139	9,800	14,314	6,858	29,168	11,849	190	9,487	38,614
Plant and equipment	2,409	440	1,751	149	69	1,213	-	1,196	-
Infrastructure	41,018	3,218	16,553	21,081	167	6,519	2,674	31,825	-
<b>Total</b>	<b>103,566</b>	<b>13,457</b>	<b>32,617</b>	<b>28,088</b>	<b>29,404</b>	<b>19,581</b>	<b>2,864</b>	<b>42,508</b>	<b>38,614</b>

## Capital Works Program

2025/26 Budget  
CITY OF KINGSTON

## 4.5.2 Current Budget

Capital Works Area - 2025/26	Project Cost \$'000	Asset expenditure types				Summary of Funding Sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contrib. \$'000	Council cash \$'000	Borrowings \$'000
<b>PROPERTY</b>									
<b>Land</b>									
Landfill Remediation	170	-	170	-	-	-	-	170	-
<b>Buildings</b>									
Buildings Renewal Program	4,567	2,650	1,800	118	-	714	110	3,743	-
Waves - Asset Replacement Program	400	-	300	100	-	-	-	400	-
Waves Investment Strategy	50	-	50	-	-	-	-	50	-
Public Toilets Renewal Program - General	270	-	216	54	-	-	-	270	-
Hawthorn - Kennedy Centre & Aflw Sports Ground Contribution	1,500	1,500	-	-	-	-	-	1,500	-
Kingston Aquatics Facility (Grant Approved - \$20M)	48,614	4,861	9,723	4,861	29,168	10,000	-	-	38,614
Walter Galt Pavilion (Grant Approved - \$750k)	2,550	-	1,275	1,275	-	500	-	2,050	-
All Ability Improvements – Buildings	150	-	-	150	-	-	-	150	-
Pavilion Renewal Program	1,130	250	580	300	-	325	-	805	-
Mentone Heritage Station Building - Stage 2 (Grant Approved - \$390K)	538	538	-	-	-	310	80	148	-
Future Project Planning	200	-	200	-	-	-	-	200	-
<b>TOTAL PROPERTY</b>	<b>60,139</b>	<b>9,800</b>	<b>14,314</b>	<b>6,858</b>	<b>29,168</b>	<b>11,849</b>	<b>190</b>	<b>9,487</b>	<b>38,614</b>
<b>PLANT AND EQUIPEMENT</b>									
<b>Plant, Machinery and Equipment</b>									
Library Amenity Improvements	200	-	180	20	-	-	-	200	-
Vehicles, Plant & Equipment Replacement (Operational Areas)	150	-	120	15	15	-	-	150	-
Kingston Arts Asset Upgrade and Replacement Program	200	120	20	60	-	-	-	200	-



Capital Works Program

2025/26 Budget  
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Capital Works Area - 2025/26	Project Cost \$'000	Asset expenditure types				Summary of Funding Sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contrib. \$'000	Council cash \$'000	Borrowings \$'000
<b>Fixtures, Fittings &amp; Furniture</b>									
<b>COMPUTERS AND TELECOMMUNICATIONS</b>									
<i>Desktop Fleet - PC'S And Notebooks Renewal</i>	200	20	120	30	30	-	-	200	-
<i>Asset Management System - Dev &amp; Support</i>	66	-	66	-	-	-	-	66	-
<i>IS Strategy Implementation</i>	80	-	32	24	24	-	-	80	-
<b>Heritage Plant and Equipment</b>									
<b>Library Books</b>									
<i>Library Service Stock Purchasing (Grant Approved - \$1.1M per year)</i>	1,213	-	1,213	-	-	1,213	-	-	-
<b>Cultural Arts</b>									
<i>Public Art /Mural Art In Activity Centres</i>	100	100	-	-	-	-	-	100	-
<i>Public Art and Cultural Assets Program</i>	200	200	-	-	-	-	-	200	-
<b>TOTAL PLANT AND EQUIPMENT</b>	<b>2,409</b>	<b>440</b>	<b>1,751</b>	<b>149</b>	<b>69</b>	<b>1,213</b>	<b>-</b>	<b>1,196</b>	<b>-</b>
<b>INFRASTRUCTURE</b>									
<b>Roads</b>									
<i>Road Renewal Program</i>	6,908	-	6,883	25	-	1,309	-	5,599	-
<i>Traffic Management Program</i>	100	43	13	23	23	-	-	100	-
<b>Footpaths and Cycleways</b>									
<i>Footpath Renewal Program</i>	1,000	200	800	-	-	-	-	1,000	-

## Capital Works Program

2025/26 Budget  
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Capital Works Area - 2025/26	Project Cost \$'000	Asset expenditure types				Summary of Funding Sources			
		New	Renewal	Upgrade	Expansion	Grants	Contrib.	Council cash	Borrowings
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<i>Drainage Flood Mitigation Program</i>	-	-	-	-	-	-	-	-	-
<i>Walking &amp; Cycling Strategy Implementation</i>	955	-	9	937	9	760	-	195	-
<i>Inner Harbour Boardwalk and DDA access to Public Jetty</i>	500	500	-	-	-	-	-	500	-
<b>Drainage</b>									
<i>Integrated Water Management</i>	300	150	-	150	-	-	-	300	-
<i>Recycled Water Supply In The Green Wedge (Purple Pipe)</i>	500	500	-	-	-	-	-	500	-
<i>Drainage Flood Mitigation Program</i>	6,600	-	1,000	5,600	-	-	-	6,600	-
<b>Recreational, Leisure &amp; Community Facilities</b>									
<i>Active Recreation and Exercise Equipment Program</i>	200	200	-	-	-	-	-	200	-
<i>Tennis Facility Planning</i>	100	-	100	-	-	-	-	100	-
<i>Community Sports Club Infrastructure Program</i>	950	-	950	-	-	-	-	950	-
<i>Kingston Heath Hockey and Baseball Facility</i>	100	-	-	40	60	-	-	100	-
<i>Gerry Green Reserve Netball Upgrades</i>	200	-	200	-	-	200	-	-	-
<i>Kingston Multi Purpose Basketball Court</i>	450	-	450	-	-	-	-	450	-
<i>Le Page Park Masterplan Implementation Staged</i>	3,250	-	-	3,250	-	1,500	-	1,750	-
<i>Namatjira Park Masterplan Implementation Staged</i>	4,450	-	-	4,450	-	2,350	-	2,100	-
<i>Playspace Strategy Implementation</i>	1,700	-	1,538	163	-	-	-	1,700	-
<i>Sports Ground Synthetic Program</i>	50	-	50	-	-	-	-	50	-
<i>Sportsground Lighting Program</i>	750	-	-	750	-	-	-	750	-
<i>Sportsground Renewal Program</i>	700	-	140	560	-	-	-	700	-
<i>Bowls Green Renewal Program</i>	950	-	950	-	-	350	300	300	-
<b>Parks, Open Space and Streetscapes</b>									
<i>Foreshore Renewal Program</i>	2,526	-	850	1,676	-	-	-	2,526	-

## Capital Works Program

## 2025/26 Budget CITY OF KINGSTON

Capital Works Area - 2025/26	Project Cost	Asset expenditure types				Summary of Funding Sources			
		New	Renewal	Upgrade	Expansion	Grants	Contrib.	Council cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Local Shopping Centre Amenity Renewal Program	2,754	-	1,427	1,327	-	-	2,324	430	-
Christmas Decorations	200	200	-	-	-	-	-	200	-
Wayfinding Strategy Implementation	500	100	400	-	-	-	-	500	-
Public Park Lighting	50	50	-	-	-	-	-	50	-
Dog Off Leash Park Upgrade Program	500	-	-	500	-	-	-	500	-
Aquatic Precinct	100	-	-	100	-	-	-	100	-
Green Wedge Implementation	615	615	-	-	-	-	-	615	-
Minor Reserve Improvements	400	-	200	200	-	-	-	400	-
Irrigation and Drainage Renewal Program	500	-	500	-	-	-	-	500	-
Foreshore Accessible Beach Matting	200	200	-	-	-	-	-	200	-
Open Space Strategy Implementation	200	60	-	140	-	-	-	200	-
Heights Park Chelsea Heights	1,000	-	-	1,000	-	-	-	1,000	-
<b>Off Street Carparks</b>									
Off Street Carpark Renewal and Upgrade Program	210	-	19	191	-	-	-	210	-
<b>TOTAL INFRASTRUCTURE</b>	<b>41,018</b>	<b>3,218</b>	<b>16,553</b>	<b>21,081</b>	<b>167</b>	<b>6,519</b>	<b>2,674</b>	<b>31,825</b>	<b>-</b>
<b>TOTAL NEW CAPITAL WORKS</b>	<b>103,566</b>	<b>13,457</b>	<b>32,617</b>	<b>28,088</b>	<b>29,404</b>	<b>19,581</b>	<b>2,864</b>	<b>42,508</b>	<b>38,614</b>

## Capital Works Program

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## 4.6 Summary of Planned Capital Works Expenditure for the four years ended 30 June 2029

2026/27	\$'000 Total	Asset expenditure types '000				Summary of Funding Sources '000				
		New	Renewal	Upgrade	Expansion	Grants	Contrib.	Council cash	Other	Borrowings
Land	315	-	315	-	-	-	-	315	-	-
Buildings	24,487	2,209	7,652	3,676	10,950	5,523	150	14,008	-	4,807
<b>Property Total</b>	<b>24,802</b>	<b>2,209</b>	<b>7,967</b>	<b>3,676</b>	<b>10,950</b>	<b>5,523</b>	<b>150</b>	<b>14,323</b>	<b>-</b>	<b>4,807</b>
Plant, Machinery & Equipment	930	120	491	304	15	-	-	930	-	-
Fixtures, Fittings and Furniture	-	-	-	-	-	-	-	-	-	-
Computers & Telco	730	60	442	114	114	-	-	730	-	-
Library Books	1,237	-	1,237	-	-	1,237	-	-	-	-
Cultural Assets	300	300	-	-	-	-	-	300	-	-
<b>Plant &amp; Equipment Total</b>	<b>3,197</b>	<b>480</b>	<b>2,170</b>	<b>418</b>	<b>129</b>	<b>1,237</b>	<b>-</b>	<b>1,960</b>	<b>-</b>	<b>-</b>
Roads	4,107	43	4,019	23	23	1,554	-	2,553	-	-
Bridges	-	-	-	-	-	-	-	-	-	-
Footpaths & Cycleways - Paved	4,771	4,025	536	192	19	-	-	4,771	-	-
Footpaths & Cycleways - Gravel	-	-	-	-	-	-	-	-	-	-
Drainage	5,379	450	796	4,133	-	-	-	5,379	-	-
Recreational, Leisure & Facilities	36,827	2,200	4,335	26,662	3,630	12,920	50	23,857	-	-
Parks, Open Space and Streetscape	9,015	2,550	3,933	2,533	-	-	-	9,015	-	-
Off Street Carparks - Sealed	510	-	-	510	-	-	-	510	-	-
Off Street Carparks - Unsealed	-	-	-	-	-	-	-	-	-	-
<b>Infrastructure Total</b>	<b>60,608</b>	<b>9,267</b>	<b>13,618</b>	<b>34,052</b>	<b>3,672</b>	<b>14,474</b>	<b>50</b>	<b>46,084</b>	<b>-</b>	<b>-</b>
<b>Total</b>	<b>88,608</b>	<b>11,957</b>	<b>23,755</b>	<b>38,146</b>	<b>14,750</b>	<b>21,234</b>	<b>200</b>	<b>62,367</b>	<b>-</b>	<b>4,807</b>

Capital Works Program

2025/26 Budget  
CITY OF KINGSTON

2027/28	\$'000 Total	Asset expenditure types '000				Summary of Funding Sources '000 *				
		New	Renewal	Upgrade	Expansion	Grants	Contrib.	Council cash	Other	Borrowings
Land	235	-	235	-	-	-	-	235	-	-
Buildings	5,476	1,243	3,375	753	106	1,000	-	4,476	-	-
<b>Property Total</b>	<b>5,711</b>	<b>1,243</b>	<b>3,610</b>	<b>753</b>	<b>106</b>	<b>1,000</b>	<b>-</b>	<b>4,711</b>	<b>-</b>	<b>-</b>
Plant, Machinery & Equipment	2,500	-	2,460	25	15	-	-	2,500	-	-
Fixtures, Fittings and Furniture	-	-	-	-	-	-	-	-	-	-
Computers & Telco	1,530	140	922	234	234	-	-	1,530	-	-
Library Books	1,262	-	1,262	-	-	1,262	-	-	-	-
Cultural Assets	300	300	-	-	-	-	-	300	-	-
<b>Plant &amp; Equipment Total</b>	<b>5,592</b>	<b>440</b>	<b>4,644</b>	<b>259</b>	<b>249</b>	<b>1,262</b>	<b>-</b>	<b>4,330</b>	<b>-</b>	<b>-</b>
Roads	14,888	43	14,801	23	23	1,636	-	13,253	-	-
Bridges	-	-	-	-	-	-	-	-	-	-
Footpaths & Cycleways - Paved	2,396	815	525	1,049	8	-	-	2,396	-	-
Footpaths & Cycleways - Gravel	-	-	-	-	-	-	-	-	-	-
Drainage	6,329	450	2,746	3,133	-	-	-	6,329	-	-
Recreational, Leisure & Facilities	3,190	400	1,600	536	654	-	-	3,190	-	-
Parks, Open Space and Streetscape	7,185	4,520	1,768	898	-	4,600	-	2,585	-	-
Off Street Carparks - Sealed	-	-	-	-	-	-	-	-	-	-
Off Street Carparks - Unsealed	-	-	-	-	-	-	-	-	-	-
<b>Infrastructure Total</b>	<b>33,988</b>	<b>6,227</b>	<b>21,439</b>	<b>5,638</b>	<b>685</b>	<b>6,236</b>	<b>-</b>	<b>27,752</b>	<b>-</b>	<b>-</b>
<b>Total</b>	<b>45,291</b>	<b>7,910</b>	<b>29,693</b>	<b>6,649</b>	<b>1,039</b>	<b>8,498</b>	<b>-</b>	<b>36,793</b>	<b>-</b>	<b>-</b>

\* Asset class yet to be confirmed



## Capital Works Program

## 2025/26 Budget

CITY OF KINGSTON

2028/29	\$'000 Total	Asset expenditure types '000				Summary of Funding Sources '000 *				
		New	Renewal	Upgrade	Expansion	Grants	Contrib.	Council cash	Other	Borrowings
Land	3,735	3,500	235	-	-	-	-	3,735	-	-
Buildings	4,950	225	3,765	960	-	-	-	4,950	-	-
<b>Property Total</b>	<b>8,685</b>	<b>3,725</b>	<b>4,000</b>	<b>960</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,685</b>	<b>-</b>	<b>-</b>
Plant, Machinery & Equipment	2,750	-	2,710	25	15	-	-	2,750	-	-
Fixtures, Fittings and Furniture	-	-	-	-	-	-	-	-	-	-
Computers & Telco	230	10	142	39	39	-	-	230	-	-
Library Books	1,287	-	1,287	-	-	1,287	-	-	-	-
Cultural Assets	100	100	-	-	-	-	-	100	-	-
<b>Plant &amp; Equipment Total</b>	<b>4,367</b>	<b>110</b>	<b>4,139</b>	<b>64</b>	<b>54</b>	<b>1,287</b>	<b>-</b>	<b>3,080</b>	<b>-</b>	<b>-</b>
Roads	8,188	43	8,101	23	23	1,636	-	6,553	-	-
Bridges	-	-	-	-	-	-	-	-	-	-
Footpaths & Cycleways - Paved	1,446	65	567	765	50	-	-	1,446	-	-
Footpaths & Cycleways - Gravel	-	-	-	-	-	-	-	-	-	-
Drainage	4,429	450	766	3,213	-	-	-	4,429	-	-
Recreational, Leisure & Facilities	8,800	6,200	1,600	460	540	4,950	-	3,850	-	-
Parks, Open Space and Streetscape	7,630	3,200	2,590	1,840	-	1,000	-	6,630	-	-
Off Street Carparks - Sealed	-	-	-	-	-	-	-	-	-	-
Off Street Carparks - Unsealed	-	-	-	-	-	-	-	-	-	-
<b>Infrastructure Total</b>	<b>30,493</b>	<b>9,957</b>	<b>13,623</b>	<b>6,300</b>	<b>613</b>	<b>7,586</b>	<b>-</b>	<b>22,907</b>	<b>-</b>	<b>-</b>
<b>Total</b>	<b>43,545</b>	<b>13,792</b>	<b>21,763</b>	<b>7,324</b>	<b>667</b>	<b>8,873</b>	<b>-</b>	<b>34,672</b>	<b>-</b>	<b>-</b>

\* Asset class yet to be confirmed

## 5. Targeted and Financial Performance Indicators

### Targeted performance indicators

The following tables highlight Council's current and projected performance across a selection of targeted service and financial performance indicators. These indicators provide a useful analysis of Council's intentions and performance and should be interpreted in the context of the organisation's objectives.

The targeted performance indicators below are the prescribed performance indicators contained in Schedule 4 of the Local Government (Planning and Reporting) Regulations 2020. Results against these indicators and targets will be reported in Council's Performance Statement included in the Annual Report.

### Targeted performance indicators - Service

Long-term performance indicators			Actual	Forecast	Target	Target Projections			Trend
Indicator	Measure	Notes	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	+/-
Governance									
Satisfaction with community consultation and engagement	<b>Satisfaction with community consultation and engagement</b> Community satisfaction rating out of 100 with the consultation and engagement efforts of Council	1	58.0	58.0	59.0	59.3	59.6	59.9	
Roads									
Sealed local roads below the intervention level	<b>Sealed local roads below the intervention level</b> Number of kms of sealed local roads below the renewal intervention level set by Council / Kms of sealed local roads	2	99.0%	99.5%	95.6%	96.2%	96.8%	97.3%	
Statutory planning									
Planning applications decided within the relevant required time	<b>Planning applications decided within the relevant required time</b> Number of planning application decisions made within the relevant required time / Number of planning application decisions made	3	69.6%	72.3%	60.0%	60.0%	60.0%	60.0%	
Waste management									
Kerbside collection waste diverted from landfill	<b>Kerbside collection waste diverted from landfill</b> Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins	4	54.2%	53.3%	54.2%	54.2%	54.2%	54.2%	

### Targeted performance indicators - Financial

<b>Liquidity</b>									
Working Capital (sufficient working capital is available to pay bills as and when they fall due)	<b>Current assets compared to current liabilities</b> Current assets / current liabilities	5	209.0%	208.1%	189.9%	151.8%	156.4%	165.7%	-
<b>Obligations</b>									
Asset renewal (assets are renewed as planned)	<b>Asset renewal compared to depreciation</b> Asset renewal and upgrade expense / Asset depreciation	6	126.9%	106.8%	136.0%	132.1%	74.4%	57.2%	-
<b>Stability</b>									
Rates concentration (revenue is generated from a range of sources)	<b>Rates compared to adjusted underlying revenue</b> Rate revenue / adjusted underlying revenue	7	64.0%	63.9%	65.4%	63.9%	64.4%	64.5%	o
<b>Efficiency</b>									
Expenditure level (resources are used efficiently in the delivery of services)	<b>Expenses per property assessment</b> Total expenses / no. of property assessments		\$3,388	\$3,640	\$3,758	\$3,902	\$4,020	\$4,149	+

## Financial performance indicators

The following table highlights Council's current and projected performance across a range of key financial performance indicators. These indicators provide a useful analysis of Council's financial position and performance and should be interpreted in the context of the organisation's objectives.

The financial performance indicators below are the prescribed financial performance indicators contained in Part 3 of Schedule 3 of the Local Government (Planning and Reporting) Regulations 2020. Results against these indicators will be reported in Council's Performance Statement included in the Annual Report.

Indicator	Measure	Notes	Actual	Forecast	Budget	Projections			Trend
			2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	+/-
Operating position									
Adjusted underlying result (an adjusted underlying surplus is generated in the ordinary course of business)	Adjusted underlying surplus (or deficit) Adjusted underlying surplus (deficit) / Adjusted underlying revenue	8	-1.9%	-4.5%	-6.6%	-5.1%	-5.7%	-5.8%	-
Liquidity									
Unrestricted cash (sufficient cash that is free of restrictions is available to pay bills as and when they fall due)	Unrestricted cash compared to current liabilities Unrestricted cash / current liabilities	9	132.5%	144.8%	126.2%	86.8%	90.1%	98.1%	-
Obligations									
Loans and borrowings (level of interest bearing loans and borrowings is appropriate to the size and nature of Council's activities)	Loans and borrowings compared to rates Interest bearing loans and borrowings / rate revenue		0.0%	6.8%	26.6%	27.0%	24.7%	22.4%	+
Loans and borrowings (level of interest bearing loans and borrowings is appropriate to the size and nature of Council's activities)	Loans and borrowings repayments compared to rates Interest and principal repayments on interest bearing loans and borrowings / rate revenue		0.0%	0.4%	2.5%	2.6%	2.6%	2.5%	+
Indebtedness (level of long term liabilities is appropriate to the size and nature of a Council's activities)	Non-current liabilities compared to own-source revenue Non-current liabilities / own source revenue		5.1%	10.1%	25.8%	25.1%	22.9%	20.8%	+
Stability									
Rates effort (rating level is set based on the community's capacity to pay)	Rates compared to property values Rate revenue / CIV of rateable properties in the municipal district		0.2%	0.2%	0.2%	0.2%	0.2%	0.2%	o
Efficiency									
Revenue level (resources are used efficiently in the delivery of services)	Average rate per property assessment General rates and municipal charges / no. of property assessments		\$1,845	\$1,961	\$2,014	\$2,075	\$2,144	\$2,216	+

### Key to Forecast Trend:

- + Forecasts improvement in Council's financial performance/financial position indicator
- o Forecasts that Council's financial performance/financial position indicator will be steady
- Forecasts deterioration in Council's financial performance/financial position indicator

**Notes to indicators**

1. **Governance** – Council is focused on consultation and community engagement, with engagement activities including, Kingston Represent program, Community Reference Group (for the new aquatic facility), Talking Kingston, and an increase in in-person pop-up engagements. We anticipate that this will result in increased community satisfaction on the previous year.
2. **Roads** – Since 2018-19 the condition of Kingston's local roads has continued to improve. However, every 3 to 4 years council conducts a survey on the condition standard of our roads. Therefore, we anticipate our target to drop after the new Condition Report is conducted to identify those roads which require intervention.
3. **Statutory planning** – Considering previous years performance and other external factors, Kingston Council recognises that 60% is an achievable and realistic target for 2024-25 financial year.
4. **Waste management** – Council does not anticipate any major service change for the 2024-25 financial year. With the current service, 55.8% is a realistic target for Kingston.
5. **Working capital** – The proportion of current liabilities represented by current assets. Working capital is forecast to decrease steadily.
6. **Asset renewal** – This percentage indicates the extent of Council's renewals & upgrades against its depreciation charge (an indication of the decline in value of its existing capital assets). A percentage greater than 100 indicates Council is adequately maintaining its existing assets, while a percentage less than 100 means its assets are deteriorating faster than they are being renewed and future capital expenditure will be required to renew assets.
7. **Rates concentration** – Reflects extent of reliance on rate revenues to fund all of Council's on-going services. Trend indicates Council will remain reliant on rate revenue when compared to all other revenue sources.
8. **Adjusted underlying result** – An indicator of the sustainable operating result required to enable Council to continue to provide core services and meet its objectives. Financial performance is slowly decreasing over the period.
9. **Unrestricted Cash** – An indicator of Council's ability to pay its short-term liabilities using cash and cash equivalents other than restricted cash (identified for specific purpose). Council's unrestricted cash is forecast to decline.

## 6. Fees and Charges Schedule

This appendix presents the fees and charges of a statutory/non-statutory nature which will be charged in respect to various goods and services during the financial year 2025/26.

Fees and charges are based on information available at the time of publishing and may vary during the financial year subject to any changes in Council's policy or legislation.



## 2025/26 Budget

CITY OF KINGSTON

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
<b>FREEDOM OF INFORMATION</b>							
Freedom of Information - Request	Per Application	Taxable	2 Fee Units	2 Fee Units	-	-	Statutory
Freedom of Information - Search Time	Per Application	Taxable	1.5 Fee Units	1.5 Fee Units	-	-	Statutory
Freedom of Information - Supervision Fee	Per Application	Taxable	1.5 Fee Units	1.5 Fee Units	-	-	Statutory
Freedom of Information - Black & White Photocopy	Per A4 page	GST Free	\$0.20	\$0.20	-	-	Non-statutory
<b>PARKING METER INCOME</b>							
Foreshore Parking Fees	Per Hour	Taxable	\$5.50	\$5.70	\$0.20	4%	Non-statutory
Foreshore Parking Fees	Per Day	Taxable	\$18.50	\$19.00	\$0.50	3%	Non-statutory
<b>PARKING INFRINGEMENTS</b>							
Parking for longer than indicated	Per infringement	GST Free	0.5 Penalty Unit	0.5 Penalty Unit	-	-	Statutory
Parked—fail to pay fee and obey instructions on sign, meter, ticket or ticket-vending machine	Per infringement	GST Free	0.5 Penalty Unit	0.5 Penalty Unit	-	-	Statutory
Stopped on a bicycle parking area	Per infringement	GST Free	0.5 Penalty Unit	0.5 Penalty Unit	-	-	Statutory
Stopped on a motor bike parking area	Per infringement	GST Free	0.5 Penalty Unit	0.5 Penalty Unit	-	-	Statutory
Parked contrary to requirement of parking area	Per infringement	GST Free	0.5 Penalty Unit	0.5 Penalty Unit	-	-	Statutory
Parked—fail to comply with angle parking requirement	Per infringement	GST Free	0.5 Penalty Unit	0.5 Penalty Unit	-	-	Statutory
Parked—fail to comply with 90° angle parking requirement	Per infringement	GST Free	0.5 Penalty Unit	0.5 Penalty Unit	-	-	Statutory
Parked not completely within a parking bay	Per infringement	GST Free	0.5 Penalty Unit	0.5 Penalty Unit	-	-	Statutory
Parked—long vehicle exceeding minimum number of bays	Per infringement	GST Free	0.5 Penalty Unit	0.5 Penalty Unit	-	-	Statutory
Parked—wide vehicle exceeding minimum number of bays	Per infringement	GST Free	0.5 Penalty Unit	0.5 Penalty Unit	-	-	Statutory
Stopped contrary to a no parking sign	Per infringement	GST Free	0.5 Penalty Unit	0.5 Penalty Unit	-	-	Statutory
<b>RESIDENT PARKING SCHEME</b>							
Application Fee for Resident Parking Permit (waived for first permit)	Per Application	Taxable	\$50.00	\$50.00	-	-	Non-statutory
<b>PRIVATE PARKING AGREEMENTS</b>							
Application Fee for Private Parking Agreement	Per Application	Taxable	\$530.00	\$545.00	\$15.00	3%	Non-statutory
<b>TRAFFIC MANAGEMENT PLAN ASSESSMENT FEE</b>							

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CITY OF KINGSTON

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
Traffic Management Plan Assessment for Local Roads	Per Assessment	Taxable	\$373.70	\$383.80	\$10.10	3%	Statutory
Traffic Management Plan Assessment for Main Roads	Per Assessment	Taxable	\$685.30	\$703.80	\$18.50	3%	Statutory
<b>Plan Copy Charges</b>							
A4	Per A4 page	Taxable	\$1.20	\$1.20	-	-	Non-statutory
A3	Per A3 page	Taxable	\$1.70	\$1.70	-	-	Non-statutory
A2	Per A2 page	Taxable	\$3.90	\$3.90	-	-	Non-statutory
A1	Per A1 page	Taxable	\$6.80	\$6.80	-	-	Non-statutory
B1	Per B1 page	Taxable	\$9.00	\$9.00	-	-	Non-statutory
A0	Per A0 page	Taxable	\$11.30	\$11.30	-	-	Non-statutory
<b>NEW PLANNING PERMIT</b>							
Class 1 Use only	Per Application	GST Free	\$1415.10	\$1,453.40	\$38.30	3%	Statutory
Class 2 - < \$10,000	Per Application	GST Free	\$214.60	\$220.50	\$5.90	3%	Statutory
Class 3 - \$10,000 to \$100,000	Per Application	GST Free	\$675.70	\$694.00	\$18.30	3%	Statutory
Class 4 - \$100,000 to \$500,000	Per Application	GST Free	\$1383.30	\$1,420.70	\$37.40	3%	Statutory
Class 5 - \$500,000 to \$1,000,000	Per Application	GST Free	\$1494.60	\$1,535.00	\$40.40	3%	Statutory
Class 6 - \$1,000,000 to \$2,000,000	Per Application	GST Free	\$1605.90	\$1,649.30	\$43.40	3%	Statutory
<b>NEW DEVELOPMENTS BOTH RESIDENTIAL AND COMMERCIAL AND ANYTHING ELSE NOT RELATED TO A SINGLE DWELLING</b>							
Class 11 - < \$100,000	Per Application	GST Free	\$1,232.20	\$1,265.60	\$33.40	3%	Statutory
Class 12 - \$100,001 to \$1,000,000	Per Application	GST Free	\$1,661.50	\$1,706.50	\$45.00	3%	Statutory
Class 13 - \$1,000,001 and \$5,000,000	Per Application	GST Free	\$3,665.00	\$3,764.10	\$99.10	3%	Statutory
Class 14 - \$5,000,001 to \$15,000,000	Per Application	GST Free	\$9,341.20	\$9,593.90	\$252.70	3%	Statutory
Class 15 - \$15,000,000 to \$ 50,000,000	Per Application	GST Free	\$27,546.70	\$28,291.70	\$745.00	3%	Statutory
Class 16 - More than \$ 50,000,001	Per Application	GST Free	\$60,914.60	\$63,589.00	\$2674.40	4%	Statutory
<b>PLANNING PERMIT/AMENDED PERMITS (INCLUDING PLANS) UNDER SECTION 72</b>							

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
Class 1 & 2 - Amendment to a permit to change the use of land allowed by the permit or allow a new use of land Amendment to a permit (other than a permit to develop land or to use and develop land for a single dwelling per lot or to undertake development ancillary to the use of the land for a single dwelling per lot) – a. To change the statement of what the permit allows ; or b. To change any or all	Per Application	GST Free	\$1,415.10	\$1,453.40	\$38.30	3%	Statutory
Class 3 - < \$10,000	Per Application	GST Free	\$214.60	\$220.50	\$5.90	3%	Statutory
Class 4 - \$10,001 to \$100,000	Per Application	GST Free	\$675.80	\$694.00	\$18.20	3%	Statutory
Class 5 - \$100,001 to \$500,000	Per Application	GST Free	\$1,383.30	\$1,420.70	\$37.40	3%	Statutory
Class 6 - \$500,001 to above	Per Application	GST Free	\$1,494.60	\$1,535.00	\$40.40	3%	Statutory
<b>NEW VICSMART APPLICATIONS (INCLUDING PLANS) &amp; VIA SECTION 72 REG 8B</b>							
Class 7 - If the estimated development is < \$10,000	Per Application	GST Free	\$214.60	\$220.50	\$5.90	3%	Statutory
Class 8 - If the estimated development is > \$10,000	Per Application	GST Free	\$461.10	\$473.60	\$12.50	3%	Statutory
Class 9 - Vic Smart application to subdivide or consolidate land	Per Application	GST Free	\$214.60	\$220.50	\$5.90	3%	Statutory
Class 10 - other than class 7, class 8 or class 9 permit	Per Application	GST Free	\$214.60	\$220.50	\$5.90	3%	Statutory
<b>TO AMEND DEVELOPMENTS BOTH RESIDENTIAL AND COMMERCIAL AND ANYTHING ELSE NOT RELATED TO A SINGLE DWELLING</b>							
Class 11 - < \$100,000	Per Application	GST Free	\$1,232.20	\$1,265.60	\$33.40	3%	Statutory
Class 12 - \$100,000 to \$1,000,000	Per Application	GST Free	\$1,661.50	\$1,706.50	\$45.00	3%	Statutory
Class 13 - \$1,000,000 and above	Per Application	GST Free	\$3,664.90	\$3,764.10	\$99.20	3%	Statutory
Class 21 - A permit not otherwise provided for in the regulation	Per Application	GST Free	\$1,415.10	\$1,453.40	\$38.30	3%	Statutory
<b>NEW APPLICATIONS FOR SUBDIVISION PERMITS UNDER SECTION 47 (REGULATION 9)</b>							
Class 17 - To subdivide an existing building (other than a Vic Smart Application)	Per Application	GST Free	\$1,415.10	\$1,453.40	\$38.30	3%	Statutory
Class 18 - To subdivide land into 2 lots (other than a Vic smart Application)	Per Application	GST Free	\$1,415.10	\$1,453.40	\$38.30	3%	Statutory

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CITY OF KINGSTON

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
Class 19 - To effect a realignment of a common boundary between lots or consolidate 2 or more lots (other than a Vic Smart Application)	Per Application	GST Free	\$1,415.10	\$1,453.40	\$38.30	3%	Statutory
Class 20 - To subdivide land (other than a class 9, class 16, class 17 or class 18 permit)	Per Application	GST Free	\$1,415.10	\$1,453.40	\$38.30	3%	Statutory
Class 21 - To: a. create, vary or remove a restriction within the meaning of the Subdivision Act 1988; or b. create or remove a right of way; or c. vary or remove a condition in the nature of an easement (other than right of way) in a Crown grant.	Per Application	GST Free	\$1,415.10	\$1,453.40	\$38.30	3%	Statutory
<b>TO AMEND AN APPLICATION FOR SUBDIVISION</b>							
Class 14 - To subdivide an existing building (other than a Vic Smart Application)	Per Application	GST Free	\$1,415.10	\$1,453.40	\$38.30	3%	Statutory
Class 15 - To subdivide land into 2 lots (other than a Vic Smart Application)	Per Application	GST Free	\$1,415.10	\$1,453.40	\$38.30	3%	Statutory
Class 16 - To effect a realignment of a common boundary between lots or consolidate 2 or more lots (other than a Vic Smart Application)	Per Application	GST Free	\$1,415.10	\$1,453.40	\$38.30	3%	Statutory
Class 17 - To subdivide land (other than class 17, class 18 or class 19 permit)	Per Application	GST Free	\$1,415.10	\$1,453.40	\$38.30	3%	Statutory
Class 18 - To amend an application for: a. create, vary or remove a restriction within the meaning of the Subdivision Act 1988; or b. create or remove a right of way; or c. create, vary or remove an easement other than a right of way; or d. vary or remove a condition in the nature of an easement (other than right of way) in a Crown grant	Per Application	GST Free	\$1,415.10	\$1,453.40	\$38.30	3%	Statutory
<b>APPLICATIONS FOR SUBDIVISION (CERTIFICATION)</b>							
Regulation 6 - For processing an application to certify a plan of subdivision	Per Application	GST Free	\$187.60	\$192.70	\$5.10	3%	Statutory
Regulation 7 - Alteration of plan under section10(2) of the Act	Per Application	GST Free	\$119.20	\$122.50	\$3.30	3%	Statutory
Regulation 8 - Amendment of Certified plan under section 11(1) of the Act	Per Application	GST Free	\$151.00	\$155.10	\$4.10	3%	Statutory

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CITY OF KINGSTON

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
Class 9 - Checking of engineering plans	Per Application	GST Free	0.75% of the estimated cost of construction of the works proposed in the engineering plan	0.75% of the estimated cost of construction of the works proposed in the engineering plan	-	-	Statutory
Class 11 - Supervision of works	Per Application	GST Free	2.5% of the estimated cost of construction works	2.5% of the estimated cost of construction works	-	-	Statutory
Class 12 - Section 57A - Amend an application for a permit or amend an application to amend a permit	Per Application	GST Free	A) New Application 40% of the application fee if amended after advertising B) Section 72 Amendment - 40% of the application fee if amended after advertising; and C) f S57A changes class of permit to new class (new application or S72 amendment) – additional fee will between the original class and the new class be the difference	A) New Application 40% of the application fee if amended after advertising B) Section 72 Amendment - 40% of the application fee if amended after advertising; and C) f S57A changes class of permit to new class (new application or S72 amendment) – additional fee will between the original class and the new class be the difference	-	-	Statutory
Class 14 - Combined Permit and Planning Scheme Amendment	Per Application	GST Free	Sum of highest of fees plus 50% of each of the other fees	Sum of highest of fees plus 50% of each of the other fees	-	-	Statutory



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CITY OF KINGSTON

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
Class 15 - Certificate of compliance (97N)	Per Application	GST Free	\$349.80	\$359.30	\$9.50	3%	Statutory
Class 16 - For an agreement to a proposal to amend or end an agreement under section 173 of the Act	Per Application	GST Free	\$707.50	\$726.70	\$19.20	3%	Statutory
Class 18 - Where a planning scheme specifies that a matter must be done to the satisfaction of a responsible authority, Minister, public authority or municipal council	Per Application	GST Free	\$349.80	\$359.30	\$9.50	3%	Statutory
<b>NON STATUTORY PLANNING FEES</b>							
Planning Permit - Extension of Time (uses, subdivisions and less than \$1million cost of development)	Per Application	Taxable	\$655.00	\$675.00	\$20.00	3%	Non-statutory
Planning Permit - Extension of Time (\$1-5million cost of development)	Per Application	Taxable	-	\$1000.00	\$1000.00	100%	Non-statutory
Planning Permit - Extension of Time (\$5million plus cost of development)	Per Application	Taxable	-	\$1500.00	\$1500.00	100%	Non-statutory
<b>COMPLETED PLANNING FILES</b>							
Copy of Planning Permit & Endorsed Plan	Per Application	Taxable	\$185.00	\$190.00	\$5.00	3%	Non-statutory
General Planning Enquiry/Property Information	Per Application	Taxable	\$225.00	\$235.00	\$10.00	4%	Non-statutory
Copy of Title	Per Application	Taxable	\$76.00	\$79.00	\$3.00	4%	Non-statutory
Pre application Advice (written)	Per Application	Taxable	\$155.00	\$235.00	\$80.00	52%	Non-statutory
Pre application Advice (meeting with officers)	Per Application	Taxable	-	\$470.00	\$470.00	100%	Non-statutory
Secondary Consent Application	Per Application	Taxable	\$655.00	\$675.00	\$20.00	3%	Non-statutory
Secondary Consent Application (Landscape Changes only)	Per Application	Taxable	\$258.00	\$265.00	\$7.00	3%	Non-statutory
Retrospective Secondary Consent Application	Per Application	Taxable	\$835.00	\$860.00	\$25.00	3%	Non-statutory
<b>ADVERTISING FEES</b>							
Standard Notice	Per Application	Taxable	\$300.00	\$310.00	\$10.00	3%	Non-statutory
Additional Standard Notice	Per Application	Taxable	\$31.00	\$32.00	\$1.00	3%	Non-statutory
Large Notice	Per Application	Taxable	\$360.00	\$370.00	\$10.00	3%	Non-statutory
Additional Large Notice	Per Application	Taxable	\$248.00	\$255.00	\$7.00	3%	Non-statutory
First 20 Letters	Per Application	Taxable	\$180.00	\$185.00	\$5.00	3%	Non-statutory
Each Letter After That	Per Application	Taxable	\$5.80	\$6.00	\$0.20	3%	Non-statutory
<b>CONDITION 1 PLANNING FEE (ADDITIONAL CHECKS)</b>							
Condition 1 Plan Fee (Additional Checks) (under \$5m)	Per Application	Taxable	\$175.00	\$180.00	\$5.00	3%	Non-statutory

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CITY OF KINGSTON

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
Condition 1 Plan Fee (Additional Checks) (\$5m-\$15m)	Per Application	Taxable	\$300.00	\$310.00	\$10.00	3%	Non-statutory
Condition 1 Plan Fee (Additional Checks) (above \$15m)	Per Application	Taxable	\$500.00	\$515.00	\$15.00	3%	Non-statutory
<b>SECTION 173 PREPARATION ADMINISTRATIVE FEE</b>							
Section 173 Preparation Administrative Fee	Per Application	Taxable	\$1,155.00	\$1,155.00	-	-	Non-statutory
Section 173 Lodgement fee to amend or remove	Per Application	Taxable	\$440.00	\$440.00	-	-	Non-statutory
<b>CONSENT FROM COUNCIL</b>							
Determining whether something has been done to the satisfaction of Council	Per Application	Taxable	\$160.00	\$165.00	\$5.00	3%	Non-statutory
<b>Commercial Use of Council Land</b>							
Construction Zone Fee (Exclusive Occupation)	Per SQM / Per Week	Taxable	\$15.65	\$16.12	\$0.47	3%	Non-statutory
Construction Zone Fee (Non-Exclusive Occupation)	Per SQM / Per Week	Taxable	\$7.82	\$8.06	\$0.23	3%	Non-statutory
Works Zone Fee (Exclusive Use)	Per Linear Metre	Taxable	\$32.46	\$33.44	\$0.97	3%	Non-statutory
Works Zone Fee (Non Exclusive Use)	Per Linear Metre	Taxable	\$16.23	\$16.72	\$0.49	3%	Non-statutory
Works Zone Signage	Per Sign	Taxable	\$455.44	\$469.10	\$13.66	3%	Non-statutory
Shipping Container Fee (20ft)	Per Day	Taxable	\$33.87	\$34.88	\$1.02	3%	Non-statutory
Shipping Container Fee (40ft)	Per Day	Taxable	\$67.73	\$69.76	\$2.03	3%	Non-statutory
Licence Application Fee	Per Application	Taxable	\$310.00	\$320.00	\$10.00	3%	Non-statutory
Commercial Use of Council Land Fees - Small Activity Groups	Per Annum	Taxable	Minimum \$630 per Annum	Minimum \$650 per Annum	-	-	Non-statutory
<b>Sporting Ground - Hire / Rental</b>							
Class A Ground - Senior Rate	Per Season	Taxable	\$695.00	\$716.00	\$21.00	3%	Non-statutory
Class A Ground - Discount Rate	Per Season	Taxable	\$170.00	\$175.00	\$5.00	3%	Non-statutory
Class B Ground - Senior Rate	Per Season	Taxable	\$350.00	\$361.00	\$11.00	3%	Non-statutory
Class B Ground - Discount Rate	Per Season	Taxable	\$95.00	\$98.00	\$3.00	3%	Non-statutory
Class A Ground - Senior Rate - Finals	Per Finals Match	Taxable	\$375.00	\$386.00	\$11.00	3%	Non-statutory
Class A Ground - Discount Rate - Finals	Per Finals Match	Taxable	\$94.00	\$97.00	\$3.00	3%	Non-statutory
Class B Ground - Senior Rate - Finals	Per Finals Match	Taxable	\$188.00	\$194.00	\$6.00	3%	Non-statutory
Class B Ground - Discount Rate - Finals	Per Finals Match	Taxable	\$48.00	\$49.50	\$1.50	3%	Non-statutory
Skills (incl Auskick, Goal kick, Netta, etc)	Per Season	Taxable	\$87.00	\$90.00	\$3.00	3%	Non-statutory
Athletics (Junior)	Per Season	Taxable	\$465.00	\$479.00	\$14.00	3%	Non-statutory
Athletics (Senior)	Per Season	Taxable	\$940.00	\$969.00	\$29.00	3%	Non-statutory
Dog Training	Per Season	Taxable	\$700.00	\$721.00	\$21.00	3%	Non-statutory
Casual Use of Seasonal Grounds - Community Groups	Per Day	Taxable	\$94.00	\$97.00	\$3.00	3%	Non-statutory

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CITY OF KINGSTON

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
Casual Use of Seasonal Grounds - Charity Groups	Per Day	Taxable	\$94.00	\$97.00	\$3.00	3%	Non-statutory
Casual Use of Seasonal Grounds - Schools - Kingston Based	Per Day	Taxable	\$94.00	\$97.00	\$3.00	3%	Non-statutory
Casual Use of Seasonal Grounds - Schools - Non Kingston Based	Per Day	Taxable	\$94.00	\$97.00	\$3.00	3%	Non-statutory
Casual Use of Seasonal Grounds - Private - Social	Per Day	Taxable	\$188.00	\$194.00	\$6.00	3%	Non-statutory
Casual Use of Seasonal Grounds - Private - Commercial	Per Day	Taxable	\$188.00	\$194.00	\$6.00	3%	Non-statutory
Miscellaneous Pavilions - Seasonal Fee	Per Season	Taxable	\$460.00	\$474.00	\$14.00	3%	Non-statutory
Seasonal Pavilion Use - pavilion (Basic facilities - i.e. change room facilities) - Brown Reserve, Keeley Reserve (East and West), Souter Reserve, Namatjira Park, GR Bricker, Doug Denyer, Dane Road, Roy Dore Reserve, Highett Reserve No. 1, Dolamore Reserve, Southern Road, Chadwick Reserve, Browns Reserve, Glen Street Reserve, Edithvale Common, Bonbeach - Curwood Hall,	Per Season	Taxable	\$188.00	\$194.00	\$6.00	3%	Non-statutory
Seasonal Pavilion Use - pavilion (Small meeting space/social room) - Le Page Reserve, Highett Reserve No. 2, The Grange, Rowan Road Reserve - Baseball & Netball, Kingston Heath Reserve, Keys Road Reserve, Jack Grut Reserve, Regents Park, Beazley Reserve	Per Season	Taxable	\$188.00	\$194.00	\$6.00	3%	Non-statutory
Seasonal Pavilion Use - pavilion (Large meeting space/social room) - Heatherton Reserve, Mentone Reserve, Walter Galt Reserve, Gerry Green, Ben Kavanagh Reserve, Edithvale Recreation Reserve, Chelsea Recreation Reserve, Bonbeach Recreation Reserve,	Per Season	Taxable	\$188.00	\$194.00	\$6.00	3%	Non-statutory
<b>KINGSTON HEATH REGIONAL SOCCER CENTRE SYNTHETIC PITCH HIRE</b>							
Full Pitch - Visiting Club Match	Per Hire	Taxable	\$85.00	\$87.50	\$2.50	3%	Non-statutory
Full Pitch - Visiting Club Match (with floodlights)	Per Hire	Taxable	\$118.00	\$122.00	\$4.00	3%	Non-statutory
Full Pitch - Visiting Club Training	Per Hire	Taxable	\$58.00	\$60.00	\$2.00	3%	Non-statutory
Full Pitch - Visiting Club Training (with floodlights)	Per Hire	Taxable	\$85.00	\$87.50	\$2.50	3%	Non-statutory
Half Pitch - Visiting Club Training	Per Hire	Taxable	\$39.00	\$40.00	\$1.00	3%	Non-statutory
Half Pitch - Visiting Club Training (with floodlights)	Per Hire	Taxable	\$58.00	\$60.00	\$2.00	3%	Non-statutory
Full Pitch - Casual Club / User Match	Per Hire	Taxable	\$111.00	\$114.50	\$3.50	3%	Non-statutory
Full Pitch - Casual Club / User Training	Per Hire	Taxable	\$78.00	\$80.50	\$2.50	3%	Non-statutory
Full Pitch - Casual Club / User Clinic	Per Hire	Taxable	\$85.00	\$87.50	\$2.50	3%	Non-statutory
Full Pitch - Casual Club / User School	Per Hire	Taxable	\$59.00	\$61.00	\$2.00	3%	Non-statutory

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CITY OF KINGSTON

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
Full Pitch - Casual Club / User Commercial	Per Hire	Taxable	\$170.00	\$175.00	\$5.00	3%	Non-statutory
Full Pitch - Casual Club / User Match (with floodlights)	Per Hire	Taxable	\$157.00	\$162.00	\$5.00	3%	Non-statutory
Full Pitch - Casual Club / User Training (with floodlights)	Per Hire	Taxable	\$111.00	\$114.50	\$3.50	3%	Non-statutory
Full Pitch - Casual Club / User Clinic (with floodlights)	Per Hire	Taxable	\$115.00	\$118.50	\$3.50	3%	Non-statutory
Full Pitch - Casual Club / User School (with floodlights)	Per Hire	Taxable	\$82.00	\$84.50	\$2.50	3%	Non-statutory
Full Pitch - Casual Club / User Commercial (with floodlights)	Per Hire	Taxable	\$235.00	\$242.00	\$7.00	3%	Non-statutory
Half Pitch - Casual Club / User Training	Per Hire	Taxable	\$39.00	\$40.00	\$1.00	3%	Non-statutory
Half Pitch - Casual Club / User Clinic	Per Hire	Taxable	\$55.00	\$56.50	\$1.50	3%	Non-statutory
Half Pitch - Casual Club / User School	Per Hire	Taxable	\$39.00	\$40.00	\$1.00	3%	Non-statutory
Half Pitch - Casual Club / User Commercial	Per Hire	Taxable	\$115.00	\$118.50	\$3.50	3%	Non-statutory
Half Pitch - Casual Club / User Training (with floodlights)	Per Hire	Taxable	\$77.00	\$79.50	\$2.50	3%	Non-statutory
Half Pitch - Casual Club / User Clinic (with floodlights)	Per Hire	Taxable	\$80.00	\$82.50	\$2.50	3%	Non-statutory
Half Pitch - Casual Club / User School (with floodlights)	Per Hire	Taxable	\$54.00	\$56.00	\$2.00	4%	Non-statutory
Half Pitch - Casual Club / User Commercial (with floodlights)	Per Hire	Taxable	\$158.00	\$163.00	\$5.00	3%	Non-statutory
Floodlight usage per hour (Kingston Club or clinic use)	Per Hour	Taxable	\$30.00	\$31.00	\$1.00	3%	Non-statutory
Floodlight usage per hour (Non Kingston Club or clinic use)	Per Hour	Taxable	\$38.50	\$40.00	\$1.50	4%	Non-statutory
Floodlight usage per hour (Commercial use)	Per Hour	Taxable	\$58.00	\$60.00	\$2.00	3%	Non-statutory
<b>COMMUNITY BUS TRANSPORT HIRE FEES</b>							
Single Trip	Per Single Trip	GST Free	\$2.15	\$2.25	\$0.10	5%	Non-statutory
Return Trip	Per Return Trip	GST Free	\$4.35	\$4.50	\$0.15	3%	Non-statutory
Community Bus Day Trip	Per Trip	GST Free	\$16.80	\$17.30	\$0.50	3%	Non-statutory
Community Bus Self Drive Hire - half day	Per Half Day	GST Free	\$99.90	\$102.90	\$3.00	3%	Non-statutory
Community Bus Self Drive Hire - full day	Per Day	GST Free	\$158.30	\$163.05	\$4.75	3%	Non-statutory
Community Bus Group Hire - full day	Per Day	GST Free	\$259.55	\$267.35	\$7.80	3%	Non-statutory
Community Bus Self Drive Hire & Cleaning	Per Day	GST Free	\$216.20	\$222.70	\$6.50	3%	Non-statutory
Community Bus Self Drive Hire & Fuel	Per Day	GST Free	\$249.65	\$257.15	\$7.50	3%	Non-statutory
Community Bus Self Drive Hire & Fuel & Cleaning	Per Day	GST Free	\$307.55	\$316.80	\$9.25	3%	Non-statutory

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CITY OF KINGSTON

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
<b>LOCAL LAWS - Other Income</b>							
Building Materials/Nature Strip Permits	Per Application	Taxable	\$172.00	\$175.00	\$3.00	2%	Non-statutory
Impounded Goods Release	Per Application	Taxable	\$132.00	\$135.00	\$3.00	2%	Non-statutory
Permit for livestock	Per Application	Taxable	\$185.00	\$185.00	-	-	Non-statutory
Annual Renewal Permit Livestock	Per Application	Taxable	\$59.00	\$60.00	\$1.00	2%	Non-statutory
Permit to store oversize/overweight vehicles (on private property)	Per Application	Taxable	\$328.00	\$335.00	\$7.00	2%	Non-statutory
<b>WAVES - AQUATIC ENTRY</b>					-	-	
Adult Swim	Per Adult	Taxable	\$9.50	\$9.80	\$0.30	3%	Non-statutory
Child Swim	Per Child	Taxable	\$8.00	\$8.30	\$0.30	4%	Non-statutory
Child (Under 3)	N/A	N/A	Free	Free	-	-	Non-statutory
Student Swim	Per Student	Taxable	\$8.00	\$8.30	\$0.30	4%	Non-statutory
Concession Swim	Per Concession	Taxable	\$8.00	\$8.30	\$0.30	4%	Non-statutory
Family	Per Family	Taxable	\$31.00	\$31.90	\$0.90	3%	Non-statutory
Spectator	Per Spectator	Taxable	\$2.50	\$2.50	-	-	Non-statutory
<b>WAVES OCCASIONAL CHILD CARE</b>					-	-	
Members	Per Session	Taxable	\$8.30	\$8.60	\$0.30	4%	Non-statutory
Casuals	Per Session	Taxable	\$11.90	\$12.50	\$0.60	5%	Non-statutory
<b>GR BRICKER ATHLETICS CENTRE</b>					-	-	
Kingston Schools and community groups - non-seasonal (per hour)	Per Hour	Taxable	\$105.00	\$108.00	\$3.00	3%	Non-statutory
Schools and community groups (non-seasonal) outside of Kingston (per hour)	Per Hour	Taxable	\$128.00	\$132.00	\$4.00	3%	Non-statutory
Commercial (per hour)	Per Hour	Taxable	\$188.00	\$194.00	\$6.00	3%	Non-statutory
Kingston Schools and community groups - non-seasonal (Half Day - up to 3 hours)	Per Half Day	Taxable	\$285.00	\$294.00	\$9.00	3%	Non-statutory
Schools and community groups (non-seasonal) outside of Kingston (Half Day - up to 3 hours)	Per Half Day	Taxable	\$349.00	\$360.00	\$11.00	3%	Non-statutory
Commercial (Half Day - up to 3 hours)	Per Half Day	Taxable	\$372.00	\$384.00	\$12.00	3%	Non-statutory
Kingston Schools and community groups - non-seasonal (Full Day - up to 6 hours)	Per Day	Taxable	\$490.00	\$505.00	\$15.00	3%	Non-statutory
Schools and community groups (non-seasonal) outside of Kingston (Full Day - up to 6 hours)	Per Day	Taxable	\$615.00	\$634.00	\$19.00	3%	Non-statutory
Commercial (Full Day - up to 6 hours)	Per Day	Taxable	\$640.00	\$660.00	\$20.00	3%	Non-statutory
<b>OUTDOOR NETBALL COURT HIRE</b>							



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CITY OF KINGSTON

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
Kingston Schools and community groups - Per hour 8 Courts	Per Hour	Taxable	\$77.00	\$79.50	\$2.50	3%	Non-statutory
Kingston Schools and community groups - Per hour 4 Courts	Per Hour	Taxable	\$44.50	\$46.00	\$1.50	3%	Non-statutory
Kingston Schools and community groups - Per hour 1 Court	Per Hour	Taxable	\$24.00	\$25.00	\$1.00	4%	Non-statutory
Non Kingston Schools and community groups - Per hour 8 Courts	Per Hour	Taxable	\$101.00	\$104.00	\$3.00	3%	Non-statutory
Non Kingston Schools and community groups - Per hour 4 Courts	Per Hour	Taxable	\$58.00	\$60.00	\$2.00	3%	Non-statutory
Non Kingston Schools and community groups - Per hour 1 Court	Per Hour	Taxable	\$39.50	\$40.50	\$1.00	3%	Non-statutory
Netball court lighting per hour	Per Hour	Taxable	\$7.50	\$7.75	\$0.25	3%	Non-statutory
Team Based Charges (per Season) - Asphalt surface - Senior Rate	Per Season	Taxable	\$123.00	\$127.00	\$4.00	3%	Non-statutory
Team Based Charges (per Season) - Painted surface - Senior Rate	Per Season	Taxable	\$188.00	\$194.00	\$6.00	3%	Non-statutory
Team Based Charges (per Season) - Asphalt surface - Junior Rate	Per Season	Taxable	\$31.00	\$32.00	\$1.00	3%	Non-statutory
Team Based Charges (per Season) - Painted surface - Junior Rate	Per Season	Taxable	\$47.00	\$48.50	\$1.50	3%	Non-statutory
<b>RESIDENTIAL TENANCIES REGISTRATION AND RENEWAL</b>							
Caravan Parks (per site)	Per Site	GST Free	State Legislation	State Legislation	-	-	Statutory
Caravan Parks Registration Transfer	Per Transfer	GST Free	State Legislation	State Legislation	-	-	Statutory
<b>PUBLIC HEALTH AND WELLBEING ACT REGISTRATION AND RENEWAL</b>							
Prescribed Accommodation up to 5 Rooms	Per Accommodation	GST Free	\$360.00	\$370.00	\$10.00	3%	Non-statutory
Prescribed Accommodation for each additional Room over 5	Per Additional Room	GST Free	\$39.00	\$40.00	\$1.00	3%	Non-statutory
Hotels/Motels - Up to 10 units/rooms	Per Hotel / Motel	GST Free	\$309.00	\$318.00	\$9.00	3%	Non-statutory
Hotels/Motels - 10 to 20 units/rooms	Per Hotel / Motel	GST Free	\$412.00	\$424.00	\$12.00	3%	Non-statutory
Hotels/Motels - 20 to 40 units/rooms	Per Hotel / Motel	GST Free	\$515.00	\$530.00	\$15.00	3%	Non-statutory
Hotels/Motels - plus each additional unit/room above 40	Per Additional Unit/Room	GST Free	\$29.00	\$30.00	\$1.00	3%	Non-statutory
Personal Care and Body Art Industries - Hairdressers (once off registration)	Per Business	GST Free	\$257.00	\$265.00	\$8.00	3%	Non-statutory

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CITY OF KINGSTON

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
Personal Care and Body Art Industries - High Risk e.g. Skin penetration	Per Business	GST Free	\$206.00	\$212.00	\$6.00	3%	Non-statutory
Public Health and Wellbeing Act Initial Registration (pro rata - monthly)	Per Business	GST Free		pro rata monthly of applicable registration fee			Non-statutory
<b>FOOD ACT REGISTRATION AND RENEWAL</b>							
Category 1 (Complex FSP)	Per Application	GST Free	\$618.00	\$637.00	\$19.00	3%	Non-statutory
Category 2 (Simple FSP)	Per Application	GST Free	\$463.00	\$477.00	\$14.00	3%	Non-statutory
Category 3 (Minor FSP / 3rd Party Audit)	Per Application	GST Free	\$360.00	\$371.00	\$11.00	3%	Non-statutory
Category 4 (FSP Exempt)	Per Application	GST Free	\$257.00	\$265.00	\$8.00	3%	Non-statutory
Relevant Category (FTE 6-19), for each EFT above 5	Per Application	GST Free	\$35.00	\$36.00	\$1.00	3%	Non-statutory
Relevant Category (FTE 20+), for each EFT above 20	Per Application	GST Free	-	\$46.00	\$46.00	100%	Non-statutory
Category 1 - 4 Initial registration (pro rata - monthly)	Per Application	GST Free	-	pro rata monthly of applicable registration fee	-	-	Non-statutory
Additional assesment in lieu of Audit	Per Application	GST Free	\$618.00	\$637.00			Non-statutory
Club Pavilions - full year	Per Club	GST Free	50% of the applicable Category	50% of the applicable Category	-	-	Non-statutory
Club Pavilions - per season	Per Season	GST Free	25% of the applicable Category	25% of the applicable Category	-	-	Non-statutory
School Canteens - School operated	Per Canteen	GST Free	25% of the applicable Category	25% of the applicable Category	-	-	Non-statutory
<b>CHANGE OF PREMISES OWNERSHIP DETAILS</b>							
Registration Transfer	Per Transfer	GST Free	\$389.00	\$401.00	\$12.00	3%	Non-statutory
Registration Transfer - Packaged Food and Personal Care and Body Art Industries	Per Transfer	GST Free	\$206.00	\$212.00	\$6.00	3%	Non-statutory
<b>PREMISES OWNERSHIP - OTHER FEES</b>							
Late Payment of Registration Fee	Per Late Registration	GST Free	\$121.00	\$125.00	\$4.00	3%	Non-statutory
Urgent Report and Inspection Fee (within 7 days)	Per Report	GST Free	\$716.00	\$740.00	\$24.00	3%	Non-statutory

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CITY OF KINGSTON

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
<b>NEW PREMISES</b>							
Urgent new premises Application - Full fee less than 14 days	Per Application	Taxable	\$952.00	\$984.00	\$32.00	3%	Non-statutory
Urgent new premises Application - Half fee less than 14 days	Per Application	Taxable	\$476.00	\$492.00	\$16.00	3%	Non-statutory
Urgent new premises Application - Quarter fee less than 14 days	Per Application	Taxable	\$238.00	\$246.00	\$8.00	3%	Non-statutory
New Premises Application - Full Fee	Per Application	Taxable	\$476.00	\$492.00	\$16.00	3%	Non-statutory
New Premises Application - Half Fee	Per Application	Taxable	\$238.00	\$246.00	\$8.00	3%	Non-statutory
New Premises Application - Quarter Fee	Per Application	Taxable	\$119.00	\$123.00	\$4.00	3%	Non-statutory
<b>PREMISES</b>							
File Enquiries	Per Enquiry	GST Free	\$107.00	\$110.00	\$3.00	3%	Non-statutory
Reinspection Fee	Per Reinspection	GST Free	\$148.00	\$152.00	\$4.00	3%	Non-statutory
Ministry of Housing Declaration (Cessation)	Per Declaration	GST Free	\$209.00	\$215.00	\$6.00	3%	Non-statutory
<b>BUSINESS EVENTS &amp; WORKSHOPS</b>							
Business networking events	Per event	Taxable	Up to \$150	Up to \$180	-	-	Non-statutory
Business mentor program sessions	Per session	Taxable	up to \$40	up to \$50	-	-	Non-statutory
<b>PUBLIC POOL / SPA REGISTRATION</b>							
1 to 3 Pools / Spas	Per 1 to 3 Pools / Spas	GST Free	\$213.00	\$219.00	\$6.00	3%	Non-statutory
Plus each additional Pool / Spa	Per Pool / Spa	GST Free	\$58.00	\$60.00	\$2.00	3%	Non-statutory
<b>TRADER PARKING PERMITS</b>							
Trader car parking permit - Cheltenham	Per Permit	Taxable	\$302.25	\$311.30	\$9.05	3%	Non-statutory
Trader car parking permit - Mordialloc	Per Permit	Taxable	\$302.25	\$311.30	\$9.05	3%	Non-statutory
Trader car parking permit - Chelsea	Per Permit	Taxable	\$302.25	\$311.30	\$9.05	3%	Non-statutory
<b>PARKLET PERMITS</b>							
Parklet application fee	Per Permit	GST Free	\$233.40	\$240.40	\$7.00	3%	Non-statutory
Parklet Permit - Seasonal Permit - 1 Parking Bay	Per Permit	GST Free	\$1676.20	\$1726.50	\$50.30	3%	Non-statutory
Parklet Permit - Seasonal Permit - 2 Parking Bays	Per Permit	GST Free	\$3347.15	\$3447.55	\$100.40	3%	Non-statutory
Parklet Permit - Yearly Permit - 1 Parking Bay	Per Permit	GST Free	\$2535.55	\$2611.60	\$76.05	3%	Non-statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
Parklet Permit - Yearly Permit - 2 Parking Bays	Per Permit	GST Free	\$5071.10	\$5223.25	\$152.15	3%	Non-statutory
<b>FOOTPATH AMENITY</b>							
Council street furniture and amenity movement and / or reinstatement costs			100% of the cost prices	100% of the cost prices			Non-statutory
<b>DISPLAY OF GOODS &amp; SIGNS</b>							
New Permit Application Fee	Per Application	Taxable	Pro Rata for new applications	Pro Rata for new applications	-	-	Non-statutory
A-frame / Tear Drop sign	Per Application	Taxable	\$227.00	\$234.00	\$7.00	3%	Non-statutory
Display goods and sign	Per Application	Taxable	\$515.00	\$530.00	\$15.00	3%	Non-statutory
Display goods	Per Application	Taxable	\$447.00	\$460.00	\$13.00	3%	Non-statutory
<b>TABLES &amp; CHAIRS</b>							
New Permit Application Fee	Per Application	Taxable	Pro Rata for new applications	Pro Rata for new applications	-	-	Non-statutory
Up to 8 persons seated	Per Application	Taxable	\$447.00	\$460.00	\$13.00	3%	Non-statutory
For each additional person seated > 8	Per Application	Taxable	\$89.00	\$92.00	\$3.00	3%	Non-statutory
<b>IMMUNISATION</b>							
Hepatitis B (Adult) (per vaccine)	Per Vaccine	GST Free	\$38.00	\$38.00	-	-	Non-statutory
Hepatitis A (adult) (per Vaccine)	Per Vaccine	GST Free	\$72.00	\$72.00	-	-	Non-statutory
Flu Vax (per vaccine)	Per Vaccine	GST Free	\$29.50	\$29.50	-	-	Non-statutory
Varivax (Chicken Pox) (per vaccine)	Per Vaccine	GST Free	\$79.50	\$79.50	-	-	Non-statutory
Boostrix (per vaccination)	Per Vaccine	GST Free	\$54.00	\$54.00	-	-	Non-statutory
Nimenrix (per vaccination)	Per Vaccine	GST Free	\$90.50	\$90.50	-	-	Non-statutory
Bexsero (per vaccination)	Per Vaccine	GST Free	\$134.00	\$134.00	-	-	Non-statutory
<b>LONG DAY CARE (CHILDCARE)</b>							
Late Collection Fee (per 15 mins)	Per 15 minutes	Taxable	\$30.00	\$30.00	-	-	Non-statutory
1/2 day session / orientation (child care transition)	Per 1/2 Day	Taxable	\$81.50	\$85.50	\$85.50	5%	Non-statutory
Daily Flat Fee - Child Care & Kindergarten PLUS - Parkdale, Edithvale and Carrum FCC	Per Day	Taxable	\$163.00	\$171.00	\$8.00	5%	Non-statutory
State Government subsidised Extended Day Kindergarten fee	Per Day	Taxable	\$153.00	\$161.00	\$8.00	5%	Non-statutory

## 2025/26 Budget

CITY OF KINGSTON

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
Child Care / Kindergarten PLUS Enrolment Fee Deposit for new families - Part-time - per day	Per Family	Taxable	\$100.00	\$100.00	\$100.00	-	Non-statutory
Child Care / Kindergarten PLUS Enrolment Fee Deposit for new families - Full-time	Per Family	Taxable	\$500.00	\$500.00	-	-	Non-statutory
Excursion / Incursion Fee	Per Excursion	Taxable	\$15.00	\$25.00	\$10.00	67%	Non-statutory
Children's Hats	Per Hat	Taxable	\$10.00	\$10.00	-	-	Non-statutory
Children's T-shirts	Per T-Shirt	Taxable	\$33.00	\$33.00	-	-	Non-statutory
<b>FAMILY DAY CARE</b>							
Parent Administration Fee - per child per hour	Per Hour	Taxable	\$2.20	\$2.40	\$0.20	9%	Non-statutory
Care Provider Scheme Contribution - per fortnight	Per Fortnight	Taxable	\$10.00	\$12.00	\$2.00	20%	Non-statutory
Playgroup Attendance Fee	Per Attendance	Taxable	\$5.00	-	-	-	Non-statutory
<b>BEFORE &amp; AFTER SCHOOL CARE</b>							
Before School Care - Permanent	Per Session	Taxable	\$24.50	\$25.00	\$0.50	2%	Non-statutory
After School Care - Permanent	Per Session	Taxable	\$31.00	\$31.50	\$0.50	2%	Non-statutory
Curriculum Day Fee	Per Session	Taxable	\$80.00	\$81.00	\$1.00	1%	Non-statutory
Late collection fee (per 15 mins)	Per 15 mins	Taxable	\$32.00	\$35.00	\$3.00	9%	Non-statutory
ASC - Early finish fee (e.g. end of term 2.30 start)	Per Session	Taxable	\$45.00	\$47.00	\$2.00	4%	Non-statutory
<b>VACATION CARE</b>							
Flat fee term	Per Term	Taxable	\$80.00	\$82.00	\$2.00	3%	Non-statutory
In Centre activities	Per Activity	Taxable	Per Activity	Per Activity	-	-	Non-statutory
Excursions	Per Excursion	Taxable	Per Excursion	Per Excursion	-	-	Non-statutory
Late booking enrolment fee	Per Enrolment	N/A	\$85.00	\$87.00	\$2.00	2%	Non-statutory
<b>YOUTH SERVICES</b>							
FReeZA Canteen Supplies (Confectionary/Chocolate)	Per Item	Taxable	\$2.00	\$2.00	-	-	Non-statutory
FReeZA Battle of the Sounds & Other Events (Gold Coin Donation)	Per Entry	Taxable	\$2.00	\$2.00	-	-	Non-statutory
FReeZA Canteen Supplies (Chips/Drinks)	Per Item	Taxable	\$2.00	\$2.00	-	-	Non-statutory
<b>FAMILY SERVICES</b>							
Pit Stop Parenting Program	Per Program	Taxable	\$2.00	\$2.00	-	-	Non-statutory
<b>REZONING APPLICATIONS</b>							
Application Fee	Per Application	Taxable	\$3,149.70	\$3,149.70 - subject to State Government increase release	-	-	Statutory



## 2025/26 Budget

CITY OF KINGSTON

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
To consider - (1-10 submissions)	Per Application	Taxable	\$15,611.10	\$15,611.10 - subject to State Government increase release	-	-	Statutory
To consider - (11-20 submissions)	Per Application	Taxable	\$31,191.60	\$31,191.60 - subject to State Government increase release	-	-	Statutory
To consider - (>20 submissions)	Per Application	Taxable	\$41,695.80	\$41,695.80 - subject to State Government increase release	-	-	Statutory
To adopt	Per Application	Taxable	\$496.90	\$496.9 - subject to State Government increase release	-	-	Statutory
To the Minister	Per Application	Taxable	\$496.90	\$496.9 - subject to State Government increase release	-	-	Statutory
Application Fee – Temporary discharge permit	Per Permit	Taxable	\$71.00	\$71.00	-	-	Non-statutory
<b>STORMWATER QUALITY IN-LIEU CONTRIBUTION</b>							
Stormwater quality in-lieu contribution rate for total impervious area <300 sqm (optional contribution)	Per SQM	GST Free	\$2,200	\$3,190	\$990.00	45%	Non-statutory
Stormwater quality in-lieu contribution rate for total impervious area 400 sqm (optional contribution)	Per SQM	GST Free	\$13,930	\$20,199	\$6268.68	45%	Non-statutory
Stormwater quality in-lieu contribution rate for total impervious area 500 sqm (optional contribution)	Per SQM	GST Free	\$15,824	\$22,944	\$7120.58	45%	Non-statutory
Stormwater quality in-lieu contribution rate for total impervious area 600 sqm (optional contribution)	Per SQM	GST Free	\$17,560	\$25,463	\$7902.18	45%	Non-statutory
Stormwater quality in-lieu contribution rate for total impervious area 700 sqm (optional contribution)	Per SQM	GST Free	\$19,176	\$27,806	\$8629.34	45%	Non-statutory
Stormwater quality in-lieu contribution rate for total impervious area 800 sqm (optional contribution)	Per SQM	GST Free	\$20,695	\$30,008	\$9312.93	45%	Non-statutory
Stormwater quality in-lieu contribution rate for total impervious area 900 sqm (optional contribution)	Per SQM	GST Free	\$22,135	\$32,096	\$9960.89	45%	Non-statutory
Stormwater quality in-lieu contribution rate for total impervious area 1000 sqm (optional contribution)	Per SQM	GST Free	\$23,508	\$34,087	\$10578.65	45%	Non-statutory
Stormwater quality in-lieu contribution rate for total impervious area 1500 sqm (optional contribution)	Per SQM	GST Free	\$29,634	\$42,969	\$13335.30	45%	Non-statutory
Stormwater quality in-lieu contribution rate for total impervious area 2000 sqm (optional contribution)	Per SQM	GST Free	\$34,925	\$50,641	\$15716.25	45%	Non-statutory
Stormwater quality in-lieu contribution rate for total impervious area 2500 sqm (optional contribution)	Per SQM	GST Free	\$39,672	\$57,524	\$17852.18	45%	Non-statutory
Stormwater quality in-lieu contribution rate for total impervious area 3000 sqm (optional contribution)	Per SQM	GST Free	\$44,025	\$63,837	\$19811.39	45%	Non-statutory

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CITY OF KINGSTON

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
Stormwater quality in-lieu contribution rate for total impervious area 3500 sqm (optional contribution)	Per SQM	GST Free	\$48,077	\$69,711	\$21634.47	45%	Non-statutory
Stormwater quality in-lieu contribution rate for total impervious area 4000 sqm (optional contribution)	Per SQM	GST Free	\$51,887	\$75,236	\$23349.15	45%	Non-statutory
Stormwater quality in-lieu contribution rate for total impervious area 4500 sqm (optional contribution)	Per SQM	GST Free	\$55,497	\$80,471	\$24973.74	45%	Non-statutory
Stormwater quality in-lieu contribution rate for total impervious area 5000 sqm (optional contribution)	Per SQM	GST Free	\$58,939	\$85,462	\$26522.60	45%	Non-statutory
Stormwater quality in-lieu contribution rate for total impervious area 5500 sqm (optional contribution)	Per SQM	GST Free	\$62,236	\$90,242	\$28006.11	45%	Non-statutory
Stormwater quality in-lieu contribution rate for total impervious area 6000 sqm (optional contribution)	Per SQM	GST Free	\$65,407	\$94,840	\$29433.20	45%	Non-statutory
Stormwater quality in-lieu contribution rate for total impervious area 6500 sqm (optional contribution)	Per SQM	GST Free	\$68,466	\$99,276	\$30809.79	45%	Non-statutory
Stormwater quality in-lieu contribution rate for total impervious area 7000 sqm (optional contribution)	Per SQM	GST Free	\$71,426	\$103,568	\$32141.84	45%	Non-statutory
Stormwater quality in-lieu contribution rate for total impervious area 7500 sqm (optional contribution)	Per SQM	GST Free	\$74,296	\$107,729	\$33433.29	45%	Non-statutory
Stormwater quality in-lieu contribution rate for total impervious area 8000 sqm (optional contribution)	Per SQM	GST Free	\$77,086	\$111,774	\$34688.61	45%	Non-statutory
<b>MORDIALLOC FESTIVAL</b>							
Beer Vendor - Marquee (3m x 3m or 6m x 3m)	Per SQM	Taxable	\$200.00	\$200.00	-	-	Non-statutory
Beer Vendor - Truck / Trailer / Van (no size restrictions)	Per SQM	Taxable	\$180.00	\$180.00	-	-	Non-statutory
Wine Vendor - Marquee (3m x 3m or 6m x 3m)	Per SQM	Taxable	\$120.00	\$120.00	-	-	Non-statutory
Wine Vendor - Truck / Trailer / Van (no size restrictions)	Per SQM	Taxable	\$100.00	\$100.00	-	-	Non-statutory
Food Vendor - Marquee (3m x 3m or 6m x 3m)	Per SQM	Taxable	\$120.00	\$120.00	-	-	Non-statutory
Food Vendor - Truck / Trailer / Van (no size restrictions)	Per SQM	Taxable	\$100.00	\$100.00	-	-	Non-statutory
Snack Vendor - Marquee (3m x 3m or 6m x 3m)	Per SQM	Taxable	\$65.00	\$65.00	-	-	Non-statutory
Snack Vendor - Truck / Trailer / Van (no size restrictions)	Per SQM	Taxable	\$50.00	\$50.00	-	-	Non-statutory
Premium Sites - Minimum as above + Additional fee	Determined by EOI	Taxable	EOI	EOI	-	-	Non-statutory
Event Entry Fee - Per person, 5 years +	Per Person	Taxable	\$5.00	\$5.00	-	-	Non-statutory
Event Entry Fee - Per family	Per Family	Taxable	\$10.00	\$10.00	-	-	Non-statutory
<b>CAROLS BY KINGSTON</b>							
Food Vendor - Marquee (3m x 3m or 6m x 3m)	Per SQM	Taxable	\$65.00	\$65.00	-	-	Non-statutory

## 2025/26 Budget

CITY OF KINGSTON

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
Food Vendor - Truck / Trailer / Van (no size restrictions)	Per SQM	Taxable	\$50.00	\$50.00	-	-	Non-statutory
Snack Vendor - Commercial - Marquee / Truck / Trailer / Van (no size restrictions)	Per SQM	Taxable	\$20.00	\$20.00	-	-	Non-statutory
Snack Vendor - Community - Marquee / Truck / Trailer / Van (no size restrictions)	Per SQM	Taxable	\$10.00	\$10.00	-	-	Non-statutory
Market Vendor - Commercial - Marquee / Truck / Trailer / Van (no size restrictions)	Per SQM	Taxable	\$20.00	\$20.00	-	-	Non-statutory
Market Vendor - Community - Marquee / Truck / Trailer / Van (no size restrictions)	Per SQM	Taxable	\$10.00	\$10.00	-	-	Non-statutory
Reserved Seating	Per Seat	Taxable	\$20.00	\$20.00	-	-	Non-statutory
<b>SPRING FAIR</b>							
Food Vendor - Marquee (3m x 3m or 6m x 3m)	Per SQM	Taxable	\$65.00	\$65.00	-	-	Non-statutory
Food Vendor - Truck / Trailer / Van (no size restrictions)	Per SQM	Taxable	\$50.00	\$50.00	-	-	Non-statutory
Market Vendor - Commercial - Marquee / Truck / Trailer / Van (no size restrictions)	Per SQM	Taxable	\$20.00	\$20.00	-	-	Non-statutory
Market Vendor - Community - Marquee / Truck / Trailer / Van (no size restrictions)	Per SQM	Taxable	\$10.00	\$10.00	-	-	Non-statutory
<b>PET EXPO</b>							
Food Vendor - Marquee (3m x 3m or 6m x 3m) Per SQM	Per SQM	Taxable	\$65.00	\$65.00	-	-	Non-statutory
Food Vendor - Truck / Trailer / Van (no size restrictions) Per SQM	Per SQM	Taxable	\$50.00	\$50.00	-	-	Non-statutory
Market Vendor - Commercial - Marquee / Truck / Trailer / Van (no size restrictions) Per SQM	Per SQM	Taxable	\$20.00	\$20.00	-	-	Non-statutory
Market Vendor - Community - Marquee / Truck / Trailer / Van (no size restrictions) Per SQM	Per SQM	Taxable	\$10.00	\$10.00	-	-	Non-statutory
<b>COMMERCIAL EVENTS - TRIATHLONS, MARATHONS ETC</b>							
Commercial Use of Council Land Fees - Primary Sites	Per Day	Taxable	\$1,500.00	\$1,500.00	-	-	Non-statutory
Commercial Use of Council Land Fees - Secondary Sites	Per Day	Taxable	\$750.00	\$750.00	-	-	Non-statutory
<b>ACCESSCARE - LINKAGES USER FEES AND CHARGES</b>							
User Service Fees	Per User Service	Taxable	Based on AccessCare Package	Based on AccessCare Package	-	-	Non-statutory
<b>ACCESSCARE SUPPORT AT HOME - USER FEES</b>							

## 2025/26 Budget

CITY OF KINGSTON

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
Nursing care	Per Hour	GST Free		Subject to government announcement	-	-	Non-statutory
Allied health and other therapeutic services	Per Hour	GST Free		Subject to government announcement	-	-	Non-statutory
Nutrition	Per Hour	GST Free		Subject to government announcement	-	-	Non-statutory
Care management	Per Hour	GST Free		Subject to government announcement	-	-	Non-statutory
Restorative care management	Per Hour	GST Free		Subject to government announcement	-	-	Non-statutory
Personal care	Per Hour	GST Free		Subject to government announcement	-	-	Non-statutory
Social support and community engagement	Per Hour	GST Free		Subject to government announcement	-	-	Non-statutory
Therapeutic services for independent living	Per Hour	GST Free		Subject to government announcement	-	-	Non-statutory
Respite	Per Hour	GST Free		Subject to government announcement	-	-	Non-statutory
Transport	Per Hour	GST Free		Subject to government announcement	-	-	Non-statutory
Assistive technology and home modifications	Per Hour	GST Free		Subject to government announcement	-	-	Non-statutory
Domestic assistance	Per Hour	GST Free		Subject to government announcement	-	-	Non-statutory
Home maintenance and repairs	Per Hour	GST Free		Subject to government announcement	-	-	Non-statutory
Meals	Per Hour	GST Free		Subject to government announcement	-	-	Non-statutory

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
<b>BOAT SHEDS</b>							
Small under 15.99 m2	Per Shed	GST Free	\$815.00	\$840.00	\$25.00	3%	Non-statutory
Medium 16m2 - 29.99 m2	Per Shed	GST Free	\$1,125.00	\$1,160.00	\$35.00	3%	Non-statutory
Large 30m2 +	Per Shed	GST Free	\$1,385.00	\$1,425.00	\$40.00	3%	Non-statutory
Pension Rebate for Boatshed	Per Shed	GST Free	10% Discount	10% Discount	-	-	Non-statutory
Late Fee charges	Per Shed	GST Free	5% of Outstanding Fee	5% of Outstanding Fee	-	-	Non-statutory
Transfer Fee - category A - small under 15.99 sq. metres	Per Transfer	GST Free	1,630 (Transfer fee 1,450 + Administration Charge 180)	1,680 (Transfer fee 1,495 + Administration Charge 185)	-	-	Non-statutory
Transfer Fee - category B - medium 16 sq. metres - 29.99 sq. Metres	Per Transfer	GST Free	2,700 (Transfer fee 2,520 + Administration Charge 180)	2,780 (Transfer fee 2,595 + Administration Charge 185)	-	-	Non-statutory
Transfer Fee - category C - large 30 sq. Metres+	Per Transfer	GST Free	3,810 (Transfer fee 3,630 + Administration Charge 180)	3,925 (Transfer fee 3,740 + Administration Charge 185)	-	-	Non-statutory
Administration Charge	Per Transfer	GST Free	\$180.00	\$185.00	\$5.00	3%	Non-statutory
<b>RIGHT OF WAY</b>							
Minimum charge for sale of right of way	Per Application	Taxable	Per Council Policy	Per Council Policy	-	-	Non-statutory
Right of Way Admin Fee/Application fee for Discontinuance and sale of Right of Ways, Roads, and Reserves	Per Application	Taxable	\$340.00	\$350.00	\$10.00	3%	Non-statutory
<b>PROPERTY RENTAL</b>							
Groups with Liquor Licence	Per Rental	Taxable	2% of Gross Takings	2% of Gross Takings	-	-	Non-statutory
Minimum Rental Group 1	Per Lease	Taxable	\$114.40	\$200.00	\$85.60	75%	Non-statutory
Minimum Licence Fee Group 1	Per annum	Taxable	\$1 per annum, if demanded	\$1 per annum, if demanded			Non-statutory
<b>LAND INFORMATION CERTIFICATES</b>							



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CITY OF KINGSTON

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
Land Information Certificate	Per Certificate	Taxable	1.82 Fee Units	1.82 Fee Units	-	-	Statutory
Land Information Certificate (24hr turnaround)	Per Certificate	Taxable	1.82 Fee Units + \$42.00	1.82 Fee Units + \$42.00	-	-	Statutory
<b>REVENUE AND COLLECTION FEES</b>							
Rate Notice Copy	Per Copy	Taxable	\$17.10	\$17.50	\$0.40	2%	Non-statutory
Interim Rate Notice Request	Per Request	Taxable	\$17.10	\$17.50	\$0.40	2%	Non-statutory
Refund	Per Refund	Taxable	\$22.70	\$23.50	\$0.80	4%	Non-statutory
Reapportionment	Per Item	Taxable	\$39.80	\$41.00	\$1.20	3%	Non-statutory
Manual Ledger Reconciliation	Per Item	Taxable	\$51.20	\$52.50	\$1.30	3%	Non-statutory
<b>HOME AND COMMUNITY SUPPORT: TRANSPORT</b>							
Volunteer Transport	Per Kilometre	GST Free	\$1.55	\$1.45	-\$0.10	-6%	Non-statutory
Transport	Per Trip	GST Free	\$2.90	\$3.00	\$0.10	3%	Non-statutory
Reablement – Occupational Therapy	Per Visit	GST Free	\$11.25	\$11.60	\$0.35	3%	Non-statutory
<b>HOME AND COMMUNITY SUPPORT: DELIVERED MEALS</b>							
Delivered Meals - Main Meal	Per Meal	GST Free	\$13.15	\$13.55	\$0.40	3%	Non-statutory
Delivered Meals - Sandwiches	Per Meal	GST Free	\$13.15	\$13.55	\$0.40	3%	Non-statutory
Delivered Meals - Soups	Per Meal	GST Free	\$2.70	\$2.80	\$0.10	4%	Non-statutory
Delivered Meals - Dessert	Per Meal	GST Free	\$2.70	\$2.80	\$0.10	4%	Non-statutory
Delivered Meals Commercial Rate- Main Meal	Per Meal	Taxable	\$24.85	\$25.60	\$0.75	3%	Non-statutory
Delivered Meals Commercial Rate- Sandwiches	Per Meal	Taxable	\$24.85	\$25.60	\$0.75	3%	Non-statutory
Delivered Meals Commercial Rate - Soups	Per Meal	Taxable	\$3.65	\$3.75	\$0.10	3%	Non-statutory
Delivered Meals Commercial Rate- Dessert	Per Meal	Taxable	\$3.65	\$3.75	\$0.10	3%	Non-statutory
<b>HOME AND COMMUNITY SUPPORT: LOW INCOME CATEGORY - INDIVIDUAL/COUPLE/FAMILY</b>							
Domestic Care	Per Hour	GST Free	\$9.05	\$9.30	\$0.25	3%	Non-statutory
Unescorted Shopping	Per Hour	GST Free	\$9.05	\$9.30	\$0.25	3%	Non-statutory
Personal Care	Per Hour	GST Free	\$6.80	\$7.00	\$0.20	3%	Non-statutory

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CITY OF KINGSTON

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
Escorted Shopping	Per Hour	GST Free	\$6.80	\$7.00	\$0.20	3%	Non-statutory
Social Support Individual	Per Hour	GST Free	\$6.80	\$7.00	\$0.20	3%	Non-statutory
Social Support Technology	Per Hour	GST Free	\$6.80	\$7.00	\$0.20	3%	Non-statutory
Social Support Group	Per Hour	GST Free	\$6.80	-	-\$6.80	-100%	Non-statutory
Meal Preparation	Per Hour	GST Free	\$6.80	\$7.00	\$0.20	3%	Non-statutory
Respite Care	Per Hour	GST Free	\$5.55	\$5.70	\$0.15	3%	Non-statutory
Nursing	Per Hour	GST Free	\$6.80	\$7.00	\$0.20	3%	Non-statutory
Property Maintenance	Per Hour	GST Free	\$16.60	\$17.10	\$0.50	3%	Non-statutory
Travel Charges	Per Kilometre	GST Free	\$1.25	\$1.45	\$0.20	16%	Non-statutory
<b>HOME AND COMMUNITY SUPPORT MEDIUM INCOME CATEGORY - INDIVIDUAL/COUPLE/FAMILY</b>							
Domestic Care	Per Hour	GST Free	\$13.70	\$14.10	\$0.40	3%	Non-statutory
Unescorted Shopping	Per Hour	GST Free	\$13.70	\$14.10	\$0.40	3%	Non-statutory
Personal Care	Per Hour	GST Free	\$12.35	\$12.70	\$0.35	3%	Non-statutory
Escorted Shopping	Per Hour	GST Free	\$12.35	\$12.70	\$0.35	3%	Non-statutory
Social Support Individual	Per Hour	GST Free	\$12.35	\$12.70	\$0.35	3%	Non-statutory
Social Support Technology	Per Hour	GST Free	\$12.35	\$12.70	\$0.35	3%	Non-statutory
Social Support Group	Per Hour	GST Free	\$12.35	-	-\$12.35	-100%	Non-statutory
Meal Preparation	Per Hour	GST Free	\$12.35	\$12.70	\$0.35	3%	Non-statutory
Respite Care	Per Hour	GST Free	\$7.40	\$7.60	\$0.20	3%	Non-statutory
Nursing	Per Hour	GST Free	\$6.80	\$7.00	\$0.20	3%	Non-statutory
Property Maintenance	Per Hour	GST Free	\$19.65	\$20.25	\$0.60	3%	Non-statutory
Travel Charges	Per Kilometre	GST Free	\$1.25	\$1.45	\$0.20	16%	Non-statutory
<b>HOME AND COMMUNITY SUPPORT HIGH INCOME CATEGORY - INDIVIDUAL/COUPLE/FAMILY</b>							

## 2025/26 Budget

CITY OF KINGSTON

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
Domestic Care	Per Hour	GST Free	\$35.65	\$36.70	\$1.05	3%	Non-statutory
Unescorted Shopping	Per Hour	GST Free	\$35.65	\$36.70	\$1.05	3%	Non-statutory
Personal Care	Per Hour	GST Free	\$35.65	\$36.70	\$1.05	3%	Non-statutory
Escorted Shopping	Per Hour	GST Free	\$35.65	\$36.70	\$1.05	3%	Non-statutory
Social Support Individual	Per Hour	GST Free	\$35.65	\$36.70	\$1.05	3%	Non-statutory
Social Support Technology	Per Hour	GST Free	\$35.65	\$36.70	\$1.05	3%	Non-statutory
Social Support Group	Per Hour	GST Free	\$35.65	-	-\$35.65	-100%	Non-statutory
Meal Preparation	Per Hour	GST Free	\$35.65	\$36.70	\$1.05	3%	Non-statutory
Respite Care	Per Hour	GST Free	\$27.60	\$28.45	\$0.85	3%	Non-statutory
Nursing	Per Hour	GST Free	\$6.80	\$7.00	\$0.20	3%	Non-statutory
Property Maintenance	Per Hour	GST Free	\$46.85	\$48.25	\$1.40	3%	Non-statutory
Travel Charges	Per Kilometre	GST Free	\$1.25	\$1.45	\$0.20	16%	Non-statutory
<b>HOME AND COMMUNITY SUPPORT COMMERCIAL RATE</b>							
Domestic Care	Per Hour	Taxable	\$73.25	\$75.45	\$2.20	3%	Non-statutory
Unescorted Shopping	Per Hour	Taxable	\$73.25	\$75.45	\$2.20	3%	Non-statutory
Personal Care	Per Hour	Taxable	\$76.65	\$78.95	\$2.30	3%	Non-statutory
Escorted Shopping	Per Hour	Taxable	\$76.65	\$78.95	\$2.30	3%	Non-statutory
Social Support Individual	Per Hour	Taxable	\$76.65	\$78.95	\$2.30	3%	Non-statutory
Social Support Technology	Per Hour	Taxable	\$76.65	\$78.95	\$2.30	3%	Non-statutory
Social Support Group	Per Hour	Taxable	\$76.65	-	-\$76.65	-100%	Non-statutory
Meal Preparation	Per Hour	Taxable	\$76.65	\$78.95	\$2.30	3%	Non-statutory
Respite Care	Per Hour	Taxable	\$86.95	\$89.55	\$2.60	3%	Non-statutory
Nursing	Per Hour	Taxable	\$76.65	\$78.95	\$2.30	3%	Non-statutory
Property Maintenance	Per Hour	Taxable	\$74.05	\$76.25	\$2.20	3%	Non-statutory
Travel Charges	Per Kilometre	Taxable	\$1.45	\$1.60	\$0.15	10%	Non-statutory
<b>KINGSTON ARTS CENTRE THEATRE</b>							
Monday-Friday (min 3 hours)	Per Hour	Taxable	\$120.00	\$120.00	-	-	Non-statutory

## 2025/26 Budget

CITY OF KINGSTON

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
Saturday-Sunday (min 3 hours)	Per Hour	Taxable	\$140.00	\$140.00	-	-	Non-statutory
<b>KINGSTON ARTS CENTRE THEATRE AND CHAMBER</b>							
Monday-Friday (min 3 hours)	Per Hour	Taxable	\$140.00	\$140.00	-	-	Non-statutory
Saturday-Sunday (min 3 hours)	Per Hour	Taxable	\$170.00	\$170.00	-	-	Non-statutory
<b>KINGSTON ARTS CENTRE CHAMBER</b>							
Monday-Friday (min 3 hours)	Per Hour	Taxable	\$80.00	\$80.00	-	-	Non-statutory
Saturday-Sunday (min 3 hours)	Per Hour	Taxable	\$120.00	\$120.00	-	-	Non-statutory
<b>KINGSTON ARTS CENTRE WORKSHOPS</b>							
Kingston Arts Centre Ceramic Studio (min 3 Hrs) - Regular hire	Per hour	Taxable	-	\$30.00	\$30.00	100%	Non-statutory
Kingston Arts Centre Ceramic Studio (min 3 Hrs) - Casual hire Monday-Saturday	Per hour	Taxable	-	\$70.00	\$70.00	100%	Non-statutory
Kingston Arts Centre Ceramic Studio (min 3 Hrs) - Casual hire Sunday	Per hour	Taxable	-	\$100.00	\$100.00	100%	Non-statutory
Kingston Arts Centre Ceramic Studio (daily) - Regular hire	Per day	Taxable	-	\$180.00	\$180.00	100%	Non-statutory
Kingston Arts Centre Ceramic Studio (daily) - Casual hire Monday-Saturday	Per day	Taxable	-	\$420.00	\$420.00	100%	Non-statutory
Kingston Arts Centre Ceramic Studio (daily) - Casual hire Sunday	Per day	Taxable	-	\$600.00	\$600.00	100%	Non-statutory
Kingston Arts Centre Workshop (min 3 Hrs) - Regular hire	Per hour	Taxable	-	\$40.00	\$40.00	100%	Non-statutory
Kingston Arts Centre Workshop (min 3 Hrs) - Casual hire Monday-Saturday	Per hour	Taxable	-	\$80.00	\$80.00	100%	Non-statutory
Kingston Arts Centre Workshop (min 3 Hrs) - Casual hire Sunday	Per hour	Taxable	-	\$110.00	\$110.00	100%	Non-statutory
Kingston Arts Centre Workshop (daily) - Regular hire	Per day	Taxable	-	\$240.00	\$240.00	100%	Non-statutory
Kingston Arts Centre Workshop (daily) - Casual hire Monday-Saturday	Per day	Taxable	-	\$480.00	\$480.00	100%	Non-statutory
Kingston Arts Centre Workshop (daily) - Casual hire Sunday	Per day	Taxable	-	\$660.00	\$660.00	100%	Non-statutory
Kingston Arts Centre Kiln firing	Per item / Per fire	Taxable		On Application			Non-statutory
<b>KINGSTON CITY HALL GRAND HALL</b>							
Monday-Thursday (500 capacity)	Per Day / Night	Taxable	\$2,112.50	\$2,112.50	-	-	Non-statutory
Monday-Thursday (500 capacity) School	Per Day / Night	Taxable	\$1,161.00	\$1,161.00	-	-	Non-statutory
Monday-Thursday (500 capacity) Kingston Not for Profit	Per Day / Night	Taxable		\$422.00	\$422.00	100%	Non-statutory
Monday-Thursday (500 capacity) Not for Profit	Per Day / Night	Taxable		\$1,056.00	\$1,056.00	100%	Non-statutory
Monday-Thursday (500 capacity) Overtime rate	Per hour	Taxable		\$162.00	\$162.00	100%	Non-statutory
Friday-Sunday (500 capacity)	Per Day / Night	Taxable	\$3,250.00	\$3,250.00	-	-	Non-statutory
Friday-Sunday (500 capacity) Kingston Not for Profit	Per Day / Night	Taxable		\$650.00	\$650.00	100%	Non-statutory
Friday-Sunday (500 capacity) Not for Profit	Per Day / Night	Taxable		\$1,625.00	\$1,625.00	100%	Non-statutory
Friday-Sunday (500 capacity) Overtime rate	Per Hour	Taxable		\$250.00	\$250.00	100%	Non-statutory

## 2025/26 Budget

CITY OF KINGSTON

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
Monday-Thursday (800 Capacity)	Per Day / Night	Taxable	\$2,957.00	\$2,957.00	-	-	Non-statutory
Monday-Thursday (800 capacity) School	Per Day / Night	Taxable	\$1,626.00	\$1,626.00	-	-	Non-statutory
Monday-Thursday (800 capacity) Kingston Not for Profit	Per Day / Night	Taxable		\$592.00	\$592.00	100%	Non-statutory
Monday-Thursday (800 capacity) Not for Profit	Per Day / Night	Taxable		\$1,478.00	\$1478.00	100%	Non-statutory
Monday-Thursday (800-1000 capacity) Overtime rate	Per Hour	Taxable		\$228.00	\$228.00	100%	Non-statutory
Friday-Sunday (800 capacity)	Per Day / Night	Taxable	\$4,550.00	\$4,550.00	-	-	Non-statutory
Friday - Sunday (800 capacity) Kingston Not for Profit	Per Day / Night	Taxable		\$910.00	\$910.00	100%	Non-statutory
Friday - Sunday (800 capacity) Not for Profit	Per Day / Night	Taxable		\$2,275.00	\$2275.00	100%	Non-statutory
Friday - Sunday (800-1000 capacity) Overtime rate	Per Hour	Taxable		\$350.00	\$350.00	100%	Non-statutory
Monday-Thursday (1000 capacity)	Per Day / Night	Taxable	\$3,380.00	\$3,380.00	-	-	Non-statutory
Monday-Thursday (1000 capacity) School	Per Day / Night	Taxable	\$2,145.00	\$2,145.00	-	-	Non-statutory
Monday-Thursday (1000 capacity) Kingston Not for Profit	Per Day / Night	Taxable		\$676.00	\$676.00	100%	Non-statutory
Monday-Thursday (1000 capacity) Not for Profit	Per Day / Night	Taxable		\$1,690.00	\$1690.00	100%	Non-statutory
Friday-Sunday (1000 capacity)	Per Day / Night	Taxable	\$5,200.00	\$5,200.00	-	-	Non-statutory
Friday-Sunday (1000 capacity) Kingston Not for Profit	Per Day / Night	Taxable		\$1,040.00	\$1040.00	100%	Non-statutory
Friday-Sunday (1000 capacity) Not for Profit	Per Day / Night	Taxable		\$2,600.00	\$2600.00	100%	Non-statutory
Kingston City Hall with Banquet Room surcharge	Per Day / Night	Taxable		\$200.00	\$200.00	100%	Non-statutory
Kingston City Hall Kitchen with Grand Hall	Per Day / Night	Taxable		\$750.00	\$750.00	100%	Non-statutory
<b>KINGSTON CITY HALL BANQUET ROOM</b>							
Monday-Thursday	Per Day / Night	Taxable	\$884.00	\$884.00	-	-	Non-statutory
Monday-Thursday School	Per Day / Night	Taxable	\$486.00	\$486.00	-	-	Non-statutory
Monday-Thursday Kingston Not for Profit	Per Day / Night	Taxable		\$177.00	\$177.00	100%	Non-statutory
Monday-Thursday Not for Profit	Per Day / Night	Taxable		\$442.00	\$442.00	100%	Non-statutory
Friday-Sunday	Per Day / Night	Taxable	\$1,360.00	\$1,360.00	-	-	Non-statutory
Friday-Sunday Kingston Not for Profit	Per Day / Night	Taxable		\$272.00	\$272.00	100%	Non-statutory
Friday-Sunday Not for Profit	Per Day / Night	Taxable		\$680.00	\$680.00	100%	Non-statutory
Monday - Thursday Overtime rate	Per Hour	Taxable		\$110.00	\$110.00	100%	Non-statutory
Friday - Sunday Overtime rate	Per Hour	Taxable		\$170.00	\$170.00	100%	Non-statutory
Kingston City Hall Kitchen with Banquet Room	Per Day / Night	Taxable	\$750.00	\$250.00	-\$500.00	-67%	Non-statutory
<b>KINGSTON CITY HALL FUNCTION ROOM</b>							
Function Room A or B - Monday-Friday (min 3 hours)	Per Hour	Taxable	\$80.00	\$80.00	-	-	Non-statutory
Function Room A & B - Monday-Friday (min 3 hours)	Per Hour	Taxable	\$97.50	\$97.50	-	-	Non-statutory



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CITY OF KINGSTON

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
Function Room A or B - Saturday-Sunday (min 3 hours)	Per Hour	Taxable	\$120.00	\$120.00	-	-	Non-statutory
Function Room A & B - Saturday-Sunday (min 3 hours)	Per Hour	Taxable	\$150.00	\$150.00	-	-	Non-statutory
<b>KINGSTON CITY HALL LOUNGE</b>							
Monday-Thursday (min 3 hours)	Per Hour	Taxable		\$98.00	\$98.00	100%	Non-statutory
Friday-Sunday (min 3 hours)	Per Hour	Taxable		\$150.00	\$150.00	100%	Non-statutory
Monday Thursday Overtime rate	Per Hour	Taxable		\$98.00	\$98.00	100%	Non-statutory
Friday-Sunday Overtime rate	Per Hour	Taxable		\$150.00	\$150.00	100%	Non-statutory
<b>KINGSTON ARTS VENUES - OTHER CHARGES</b>							
Technicians/Front of House/Box Office/Cleaners Staff Monday-Saturday 9pm	Per Hour	Taxable	\$55.00	\$56.50	\$1.50	3%	Non-statutory
Technicians/Front of House/Box Office/Cleaners Staff Saturday 9pm - Sunday	Per Hour	Taxable	\$72.50	\$75.00	\$2.50	3%	Non-statutory
Technicians/Front of House/Box Office/Cleaners Staff Public Holidays	Per Hour	Taxable	\$120.00	\$123.50	\$3.50	3%	Non-statutory
Security - weekday 6am - 6pm (min 4 hours)	Per Hour	Taxable		\$58.00	\$58.00	100%	Non-statutory
Security - weekday 6pm - 6am (min 4 hours)	Per Hour	Taxable		\$67.00	\$67.00	100%	Non-statutory
Security - Saturdays (min 4 hours)	Per Hour	Taxable		\$79.00	\$79.00	100%	Non-statutory
Security - Sundays (min 4 hours)	Per Hour	Taxable		\$101.00	\$101.00	100%	Non-statutory
Security - Public Holiday (min 4 hours)	Per Hour	Taxable		\$122.00	\$122.00	100%	Non-statutory
Hire Bond	Per Hour	Taxable	On Application	On Application	-	-	Non-statutory
Public Liability Insurance - part A - per hire for 1 to 700 hires declared			\$12.65	\$12.65	-	-	Non-statutory
Public Liability Insurance - part A - per hire for 701 and greater hires declared			\$8.80	\$8.80	-	-	Non-statutory
Public Liability Insurance - part B - stallholders, one off festivals, programs or events, performers, presenters, buskers, street stallholders and artist (one off commissions)			\$29.25	\$29.25	-	-	Non-statutory
Public Liability Insurance - part B - stallholders (regular markets - 3 or more per annum)			\$15.30	\$15.30	-	-	Non-statutory
Public Liability Insurance - part B - tutors, instructors and artists leasing/ occupying artist studios			\$110.00	\$110.00	-	-	Non-statutory
Public Liability Insurance - part C - permit holders (local traders/ community gardens)			\$15.30	\$15.30	-	-	Non-statutory
Audio/Lighting/Production equipment and services	Per hire / Per item	Taxable		On Application	-	100%	Non-statutory
Front of House equipment and services	Per hire / Per item	Taxable		On Application	-	100%	Non-statutory

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
Food and beverage charges	Per person / Per item	Taxable		On Application	-	100%	Non-statutory
Commission on hirer merchandise sales	Total sales	Taxable		10%	\$0.10	100%	Non-statutory
Damage or loss - venue equipment	Per item	Taxable		Cost recovery	-	100%	Non-statutory
Damage to venue	Per booking	Taxable		Cost recovery	-	100%	Non-statutory
Additional cleaning of venues	Per booking	Taxable		Cost recovery	-	100%	Non-statutory
Administration fee - Equipment hire - Standard	Per invoice	Taxable		20% of invoice	-	100%	Non-statutory
Administration fee - Equipment hire - Schools	Per invoice	Taxable		10% of invoice	-	100%	Non-statutory
Administration fee - Equipment hire - Not for Profit	Per invoice	Taxable		No charge	-	100%	Non-statutory
Lost security pass	Per card	Taxable		\$55.00	\$55.00	100%	Non-statutory
<b>KINGSTON ARTS VENUES - BOX OFFICE CHARGES</b>		Taxable					
Ticketing fees (charged to purchaser, inside charge)	Per ticket	Taxable		\$2.75	\$2.75	100%	Non-statutory
Ticketing fees Not for Profit (charged to purchaser, inside charge)	Per ticket	Taxable		\$1.50	\$1.50	100%	Non-statutory
Ticketing fees - Complimentary tickets (charged to hirer)	Per ticket	Taxable		\$2.75	\$2.75	100%	Non-statutory
Ticketing fees - Complimentary tickets Not for Profit hire (charged to hirer)	Per ticket	Taxable		\$1.50	\$1.50	100%	Non-statutory
Ticketing booking fee (charged to purchaser)	Per transaction	Taxable		\$3.00	\$3.00	100%	Non-statutory
Merchant fee (charged to hirer)	Per EFT transaction	Taxable		3%	\$0.03	100%	Non-statutory
Ticketing event build - Standard	Per build	Taxable		\$50.00	\$50.00	100%	Non-statutory
Ticketing event build - Non Standard	Per build	Taxable		\$75.00	\$75.00	100%	Non-statutory
Ticketing event build - Not for Profit Standard	Per build	Taxable		No Charge	-	100%	Non-statutory
Ticketing event build - Not for Profit Non Standard	Per build	Taxable		\$50.00	\$50.00	100%	Non-statutory
Ticketing event build - Internal	Per build	Taxable		\$100.00	\$100.00	100%	Non-statutory
Express ticketing event build (5 days or less before event) - Standard	Per build	Taxable		\$100.00	\$100.00	100%	Non-statutory
Express ticketing event build (5 days or less before event) - Non Standard	Per build	Taxable		\$125.00	\$125.00	100%	Non-statutory
Express ticketing event build (5 days or less before event) - Not for profit Standard	Per build	Taxable		\$50.00	\$50.00	100%	Non-statutory
Express ticketing event build (5 days or less before event) - Not for profit Non Standard	Per build	Taxable		\$100.00	\$100.00	100%	Non-statutory
Performance Alteration/Late Changes Fee	Per instance	Taxable		\$50.00	\$50.00	100%	Non-statutory
Performance Alteration/Late Changes Fee - Not for Profit	Per instance	Taxable		\$25.00	\$25.00	100%	Non-statutory
Ticketing Cancellation Fee (7 Days or Less)	Per ticket	Taxable		\$2.75	\$2.75	100%	Non-statutory
Ticketing Cancellation Fee (8-29 Days)	Per ticket	Taxable		\$1.00	\$1.00	100%	Non-statutory
Ticketing Cancellation Fee (30+ Days)	Per ticket	Taxable		\$0.50	\$0.50	100%	Non-statutory
<b>KINGSTON ARTS VENUES - TICKETING</b>		Taxable					Non-statutory

## 2025/26 Budget

CITY OF KINGSTON

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
Council curated event or program ticket - full / one price	Per ticket	Taxable		Up to a maximum of \$150			Non-statutory
Council curated event or program ticket - concession / under 18	Per ticket	Taxable		Up to a maximum of \$150			Non-statutory
Council curated event or program ticket - groups	Per ticket	Taxable		Up to a maximum of \$800			Non-statutory
<b>SHIRLEY BURKE THEATRE</b>		Taxable					
Monday-Sunday (min 5 hours)	Per Hour	Taxable	\$200.00	\$200.00	-	-	Non-statutory
Monday-Sunday (daily maximum)	Per Day / Night	Taxable		\$2,600.00	\$2600.00	100%	Non-statutory
Monday-Sunday (min 5 hours) School	Per hour	Taxable		\$160.00	\$160.00	100%	Non-statutory
Monday-Sunday (daily maximum) School	Per Day / Night	Taxable		\$2,080.00	\$2080.00	100%	Non-statutory
Monday-Sunday (min 5 hours) Not for profit	Per Hour	Taxable	\$160.00	\$160.00	-	-	Non-statutory
Monday-Sunday (daily maximum) Not for profit	Per Day / Night	Taxable		\$2,080.00	\$2080.00	100%	Non-statutory
Monday-Sunday (min 5 hours) Kingston Not for profit	Per Hour	Taxable		\$140.00	\$140.00	100%	Non-statutory
Monday-Sunday (daily maximum) Kingston Not for profit	Per Day / Night	Taxable		\$1,820.00	\$1820.00	100%	Non-statutory
Weekly rate (38 hours)	Per Week	Taxable	\$4,940.00	\$4,940.00	-	-	Non-statutory
Weekly rate (38 hours) School	Per Week	Taxable	\$3,952.00	\$3,952.00	-	-	Non-statutory
Weekly rate (38 hours) Not for profit	Per Week	Taxable	\$3,458.00	\$3,952.00	\$494.00	14%	Non-statutory
Weekly rate (38 hours) Kingston Not for profit	Per Week	Taxable		\$3,458.00	\$3458.00	100%	Non-statutory
Foyer and Bar (min 3 hours)	Per Hour	Taxable	\$130.00	\$130.00	-	-	Non-statutory
Foyer and Bar (min 3 hours) School	Per Hour	Taxable		\$104.00	\$104.00	100%	Non-statutory
Foyer and Bar (min 3 hours) Not for profit	Per Hour	Taxable	\$91.00	\$104.00	\$13.00	14%	Non-statutory
Foyer and Bar (min 3 hours) Kingston Not for profit	Per Hour	Taxable		\$91.00	\$91.00	100%	Non-statutory
Studio (min 3 hours)	Per Hour	Taxable	\$45.00	\$45.00	-	-	Non-statutory
Studio (min 3 hours) School	Per Hour	Taxable		\$36.00	\$36.00	100%	Non-statutory
Studio (min 3 hours) Not for profit	Per Hour	Taxable	\$29.00	\$36.00	\$7.00	24%	Non-statutory
Studio (min 3 hours) Kingston Not for profit	Per Hour	Taxable		\$32.00	\$32.00	100%	Non-statutory
<b>LICENCE FEES FOR LANEWAYS</b>							
Minimum Annual Fee	Per Year	Taxable	\$310.00	\$320.00	\$10.00	3%	Non-statutory
<b>FILMING PERMIT FEES</b>							
Television Productions - First Full Day	Per Day	GST Free	\$640.00	\$660.00	\$20.00	3%	Non-statutory
Television Productions - Each Additional Day	Per Day	GST Free	\$135.00	\$140.00	\$5.00	4%	Non-statutory

## 2025/26 Budget

CITY OF KINGSTON

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
Television Productions - Half Day	Per Half Day	GST Free	\$355.00	\$365.00	\$10.00	3%	Non-statutory
Still Photography - First Full Day	Per Day	GST Free	\$230.00	\$235.00	\$5.00	2%	Non-statutory
Still Photography - Each Additional Day	Per Day	GST Free	\$125.00	\$130.00	\$5.00	4%	Non-statutory
Still Photography - Half Day	Per Half Day	GST Free	\$175.00	\$180.00	\$5.00	3%	Non-statutory
Charge per Oversized Vehicle Parking	Per Vehicle	GST Free	\$41.00	\$42.00	\$1.00	2%	Non-statutory
Student Productions	Per Production	GST Free	No Charge	No Charge	-	-	Non-statutory
<b>LIBRARY FEES , AUDIO/VISUAL, INTERNET</b>							
Interlibrary loans	Per Item	Taxable	\$5.10	\$5.10	-	-	Non-statutory
University and Interstate Interlibrary loans	Per Item	Taxable	\$29.00	\$32.40	\$3.60	12%	Non-statutory
Lost and damaged books	Per Item	Taxable	Replacement Cost	Replacement Cost	-	-	Non-statutory
Printing	Per A4 Page	GST Free	\$0.20	\$0.20	-	-	Non-statutory
3D printing	Per Print	Taxable	\$5.10	\$5.10	-	-	Non-statutory
<b>COMMUNITY ORGANISATION PHOTOCOPYING (LIBRARY)</b>							
A4 - (black & white)	Per Page	GST Free	\$0.20	\$0.20	-	-	Non-statutory
A4 - (colour)	Per Page	GST Free	\$0.20	\$0.20	-	-	Non-statutory
A3 - (black & white)	Per Page	GST Free	\$0.20	\$0.20	-	-	Non-statutory
A3 - (colour)	Per Page	GST Free	\$0.20	\$0.20	-	-	Non-statutory
<b>KINGSTON HERITAGE CENTRE</b>							
Not for Profit- All Hours	Per Hour	Taxable	\$5.00	\$5.00	-	-	Non-statutory
Standard - All Hours	Per Hour	Taxable	\$10.00	\$10.00	-	-	Non-statutory
<b>CLARINDA HALL HIRE HALL 1</b>							
Not for Profit- All Hours	Per Hour	Taxable	\$38.50	\$38.50	-	-	Non-statutory
Standard - All Hours	Per Hour	Taxable	\$49.50	\$49.50	-	-	Non-statutory
<b>CLARINDA HALL HIRE HALL 2</b>							
Not for Profit- All Hours	Per Hour	Taxable	\$20.00	\$22.00	\$2.00	10%	Non-statutory
Standard - All Hours	Per Hour	Taxable	\$33.00	\$33.00	-	-	Non-statutory
<b>CLARINDA HALL HIRE HALL 1 &amp; 2 COMBINED</b>							

## 2025/26 Budget

CITY OF KINGSTON

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
Not for Profit- All Hours	Per Hour	Taxable	\$44.00	\$44.00	-	-	Non-statutory
Standard - All Hours	Per Hour	Taxable	\$55.00	\$55.00	-	-	Non-statutory
<b>CLARINDA MULTIPURPOSE ROOM</b>							
Not for Profit- All Hours	Per Hour	Taxable	\$27.50	\$27.50	-	-	Non-statutory
Standard - All Hours	Per Hour	Taxable	\$38.50	\$38.50	-	-	Non-statutory
<b>All Hub Commercial Kitchens</b>							
Not for Profit- All Hours	Per Hour	Taxable	\$15.00	\$15.00	-	-	Non-statutory
Standard - All Hours (Kitchen use only) - per hour	Per Hour	Taxable	\$50.00	\$50.00	-	-	Non-statutory
Standard- Daily Rate (8 hour booking)	For 8 hour booking	Taxable	\$275.00	\$275.00	-	-	Non-statutory
Standard in combination with hall booking - per hour			\$25.00	\$25.00	-	-	Non-statutory
<b>CLARINDA TRAINING ROOM</b>							
Not for Profit- All Hours	Per Hour	Taxable	\$16.50	\$16.50	-	-	Non-statutory
Standard - All Hours	Per Hour	Taxable	\$27.50	\$27.50	-	-	Non-statutory
<b>CARRUM ACTIVITY HUB - HALL</b>							
Not for Profit- All Hours	Per Hour	Taxable	\$20.00	\$30.00	\$10.00	50%	Non-statutory
Standard	Per Hour	Taxable	\$40.00	\$40.00	-	-	Non-statutory
<b>CHELSEA ACTIVITY HUB HALL</b>							
Not for Profit- All Hours	Per Hour	Taxable	\$38.50	\$33.00	-\$5.50	-14%	Non-statutory
Standard- All Hour	Per Hour	Taxable	\$49.50	\$44.00	-\$5.50	-11%	Non-statutory
<b>CHELSEA ACTIVITY HUB PARK MEETING ROOM</b>							
Not for Profit- All Hours	Per Hour	Taxable	\$10.00	\$16.50	\$6.50	65%	Non-statutory
Standard - All Hours	Per Hour	Taxable	\$27.50	\$27.50	-	-	Non-statutory
<b>CHELSEA ACTIVITY HUB NEPEAN MEETING ROOM</b>							
Not for Profit- All Hours	Per Hour	Taxable	\$10.00	\$16.50	\$6.50	65%	Non-statutory
Standard - All Hours	Per Hour	Taxable	\$27.50	\$27.50	-	-	Non-statutory
<b>DUTY OFFICER FEE</b>							
Not for Profit- Weekdays	Per Hour	Taxable	\$44.00	\$45.50	\$1.50	3%	Non-statutory
Standard- Weekdays	Per Hour	Taxable	\$44.00	\$45.50	\$1.50	3%	Non-statutory
Not for Profit- Weekends	Per Hour	Taxable	\$67.00	\$69.00	\$2.00	3%	Non-statutory
Standard- Weekends	Per Hour	Taxable	\$67.00	\$69.00	\$2.00	3%	Non-statutory
Not for Profit- Public Holidays	Per Hour	Taxable	\$87.00	\$90.00	\$3.00	3%	Non-statutory



## 2025/26 Budget

CITY OF KINGSTON

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
Standard- Public Holiday	Per Hour	Taxable	\$87.00	\$90.00	\$3.00	3%	Non-statutory
<b>HIRE BOND - All Hub Buildings</b>							
Not for Profit- All Hours	Per Hire	Taxable	\$500.00	\$500.00	-	-	Non-statutory
Standard- All Hour	Per Hire	Taxable	\$500.00	\$500.00	-	-	Non-statutory
Cleaning charges from Bond	Per Hour	Taxable	\$50.00	\$50.00			Non-statutory
<b>MELALEUCA ACTIVITY HUB - HALL</b>							
Not for Profit- All Hours	Per Hour	Taxable	\$20.00	\$30.00	\$10.00	50%	Non-statutory
Standard - All Hours	Per Hour	Taxable	\$40.00	\$40.00	-	-	Non-statutory
<b>MENTONE ACTIVITY HUB - HALL</b>							
Not for Profit- All Hours	Per Hour	Taxable	\$33.00	\$33.00	-	-	Non-statutory
Standard - All Hours	Per Hour	Taxable	\$44.00	\$44.00	-	-	Non-statutory
<b>MOORABBIN ACTIVITY HUB</b>							
Not for Profit- All Hours	Per Hour	Taxable	\$20.00	\$35.00	\$15.00	75%	Non-statutory
Standard - All Hours	Per Hour	Taxable	\$45.00	\$45.00	-	-	Non-statutory
<b>OLD CHELSEA COURT HOUSE</b>							
Not for Profit- All Hours	Per Hour	Taxable	\$20.00	\$25.00	\$5.00	25%	Non-statutory
Standard - All Hours	Per Hour	Taxable	\$35.00	\$35.00	-	-	Non-statutory
<b>PATTERSON LAKES COMMUNITY CENTRE - MAIN HALL</b>							
Not for Profit- All Hours	Per Hour	Taxable	\$44.00	\$44.00	-	-	Non-statutory
Standard - All Hours	Per Hour	Taxable	\$55.00	\$55.00	-	-	Non-statutory
<b>PATTERSON LAKES COMMUNITY CENTRE - SMALL HALL</b>							
Not for Profit- All Hours	Per Hour	Taxable	\$20.00	\$27.50	\$7.50	38%	Non-statutory
Standard - All Hours	Per Hour	Taxable	\$38.50	\$38.50	-	-	Non-statutory
<b>PATTERSON LAKES COMMUNITY CENTRE - MULTIPURPOSE ROOM</b>							
Not for Profit- All Hours	Per Hour	Taxable	\$27.50	\$27.50	-	-	Non-statutory
Standard - All Hours	Per Hour	Taxable	\$38.50	\$38.50	-	-	Non-statutory
<b>PATTERSON LAKES COMMUNITY CENTRE - MEETING ROOM (single)</b>							
Not for Profit- All Hours	Per Hour	Taxable	\$11.00	\$11.00	-	-	Non-statutory
Standard - All Hours	Per Hour	Taxable	\$22.00	\$22.00	-	-	Non-statutory

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CITY OF KINGSTON

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
<b>PATTERSON LAKES COMMUNITY CENTRE - MEETING ROOM COMBINED</b>							
Not for Profit- All Hours	Per Hour	Taxable	\$16.50	\$16.50	-	-	Non-statutory
Standard - All Hours	Per Hour	Taxable	\$27.50	\$27.50	-	-	Non-statutory
<b>SCOTT AVE COMMUNITY BUILDING</b>							
Not for Profit- All Hours	Per Hour	Taxable	\$10.00	\$15.00	\$5.00	50%	Non-statutory
Standard - All Hours	Per Hour	Taxable	\$20.00	\$25.00	\$5.00	25%	Non-statutory
<b>SUNDOWNER COMMUNITY CENTRE</b>							
Not for Profit- All Hours	Per Hour	Taxable	\$20.00	\$33.00	\$13.00	65%	Non-statutory
Standard - All Hours	Per Hour	Taxable	\$44.00	\$44.00	-	-	Non-statutory
<b>WESTALL COMMUNITY HUB - BRADY ROOM 1</b>							
Not for Profit- All Hours	Per Hour	Taxable	\$22.00	\$22.00	-	-	Non-statutory
Standard - All Hours	Per Hour	Taxable	\$33.00	\$33.00	-	-	Non-statutory
<b>WESTALL COMMUNITY HUB - BRADY ROOM 2</b>							
Not for Profit- All Hours	Per Hour	Taxable	\$16.50	\$16.50	-	-	Non-statutory
Standard - All Hours	Per Hour	Taxable	\$27.50	\$27.50	-	-	Non-statutory
<b>WESTALL COMMUNITY HUB - BRADY ROOMS 1&amp;2 COMBINED</b>							
Not for Profit- All Hours	Per Hour	Taxable	\$27.50	\$27.50	-	-	Non-statutory
Standard - All Hours	Per Hour	Taxable	\$38.50	\$38.50	-	-	Non-statutory
<b>WESTALL COMMUNITY HUB - FAIRBANK ROOM</b>							
Not for Profit- All Hours	Per Hour	Taxable	\$22.00	\$22.00	-	-	Non-statutory
Standard - All Hours	Per Hour	Taxable	\$33.00	\$33.00	-	-	Non-statutory
<b>WESTALL COMMUNITY HUB - OFFICE SPACE</b>							
Not for Profit- All Hours	Per Hour	Taxable	\$5.50	\$5.50	-	-	Non-statutory
Standard - All Hours	Per Hour	Taxable	\$16.50	\$16.50	-	-	Non-statutory
<b>WESTALL COMMUNITY HUB - ROOM 6</b>							
Not for Profit- All Hours	Per Hour	Taxable	\$11.00	\$11.00	-	-	Non-statutory
Standard - All Hours	Per Hour	Taxable	\$22.00	\$22.00	-	-	Non-statutory
<b>ALL HUBS AND SITES</b>							
Council facilitated classes	Per class per person	Taxable	\$5.00	\$5.00	-	-	Non-statutory
Council volunteer supported classes	Per class per person	Taxable	\$2.00	\$2.00	-	-	Non-statutory

## 2025/26 Budget

CITY OF KINGSTON

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
Council facilitated classes with weekly costs to run the program	Per class per person	Taxable	\$10.00	\$10.00	-	-	Non-statutory
Extra cleaning charges	Per Hour	Taxable	\$50.00	\$50.00	-	-	Non-statutory
Additional swipe cards	Per Swipe	Taxable	\$15.00	\$15.00	-	-	Non-statutory
Cupboards/ Drawer storage for groups on licence	Per Licence	Taxable	\$16.50	\$16.50	-	-	Non-statutory
Storage room/ sheds for groups on licence	Per Licence	Taxable	\$55.00	\$55.00	-	-	Non-statutory
Non-emergency call outs	Per Call Out	Taxable	\$50.00	\$50.00	-	-	Non-statutory
Occupancy Fee community groups- per block of time	Per block of time	Taxable	\$114.40	\$114.40			Non-statutory
Licence Fee for eligible service providers – per office space	Per office space	Taxable	\$114.40	\$114.40			Non-statutory
<b>ROAD OPENING CHARGES</b>							
Road Opening Permit	Per Application	Taxable	\$250.00	\$257.50	\$7.50	3%	Non-statutory
Drainage Connection Permit	Per Application	Taxable	\$250.00	\$257.50	\$7.50	3%	Non-statutory
<b>VEHICLE CROSSINGS</b>							
Vehicle Crossing Permits	Per Application	Taxable	\$250.00	\$257.50	\$7.50	3%	Non-statutory
<b>ASSET PROTECTION</b>							
Asset Protection Permit	Per Permit	Taxable	\$314.00	\$323.50	\$9.50	3%	Non-statutory
Asset Protection Permit Extension	Per Permit	Taxable	\$158.00	\$163.00	\$5.00	3%	Non-statutory
Asset Protection/Vehicle Crossing/Road Opening - additional inspection	Per Permit	Taxable	\$158.00	\$163.00	\$5.00	3%	Non-statutory
Asset Protection Compliance	Per Permit	Taxable	\$181.00	\$186.50	\$5.50	3%	Non-statutory
Building site make safe - Call out fee	Per Call Out	Taxable	\$267.00	\$275.00	\$8.00	3%	Non-statutory
<b>SUPERVISION OF NATURE STRIP OPENINGS</b>							
Supervision of nature strip	Per Opening	Taxable	\$90.00	\$93.00	\$3.00	3%	Non-statutory
Grass covered nature strip	Per Opening	Taxable	\$101.00	\$104.00	\$3.00	3%	Non-statutory
<b>PROJECT MANAGEMENT SERVICES</b>							
Hourly Fee	Per Hour	Taxable	\$169.00	\$174.00	\$5.00	3%	Non-statutory
<b>PLAN CHECKING OF LAND SUBDIVISIONS</b>							
Where certain works will become the responsibility of Council	Per Sub Division	Taxable	0.75% / construction cost	0.75% / construction cost	-	-	Non-statutory
<b>SUPERVISION OF LAND SUBDIVISIONS</b>							
Where Certain Works will become responsibility of Council	Per Sub Division	Taxable	2.50% / construction cost	2.50% / construction cost	-	-	Non-statutory

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CITY OF KINGSTON

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
<b>DEVELOPMENT PLAN CHECKING</b>							
2 Lot development with common property	Per Development	Taxable	\$169.00	\$174.00	\$5.00	3%	Non-statutory
3-4 Lot development with common property	Per Development	Taxable	\$279.00	\$287.00	\$8.00	3%	Non-statutory
5-8 Lot development with common property	Per Development	Taxable	\$450.00	\$463.00	\$13.00	3%	Non-statutory
9-12 Lot development with common property	Per Development	Taxable	\$675.00	\$695.00	\$20.00	3%	Non-statutory
13-19 Lot development with common property	Per Development	Taxable	\$843.00	\$868.00	\$25.00	3%	Non-statutory
20+ Lot development with common property	Per Development	Taxable	\$1125.00	\$1159.00	\$34.00	3%	Non-statutory
<b>UNIT APARTMENT DEVELOPMENT PLANS CHECKING</b>							
Up to 20 unit apartment building	Per Development	Taxable	\$279.00	\$287.00	\$8.00	3%	Non-statutory
20-60 unit apartment building	Per Development	Taxable	\$450.00	\$463.00	\$13.00	3%	Non-statutory
60+ unit apartment building	Per Development	Taxable	\$675.00	\$695.00	\$20.00	3%	Non-statutory
<b>COMMERCIAL DEVELOPMENT PLANS CHECKING</b>							
Small commercial development (<500m2)	Per Development	Taxable	\$279.00	\$287.00	\$8.00	3%	Non-statutory
Medium commercial development (500-2000m2)	Per Development	Taxable	\$675.00	\$695.00	\$20.00	3%	Non-statutory
Large commercial development (2000m2+)	Per Development	Taxable	\$1125.00	\$1159.00	\$34.00	3%	Non-statutory
<b>INDUSTRIAL/FACTORY/WAREHOUSE DEVELOPMENTS</b>							
Single industrial/factory/warehouse development	Per Development	Taxable	\$169.00	\$174.00	\$5.00	3%	Non-statutory
2-5 industrial/factory/warehouse developments	Per Development	Taxable	\$395.00	\$407.00	\$12.00	3%	Non-statutory
6+ industrial/factory/warehouse developments	Per Development	Taxable	\$618.00	\$637.00	\$19.00	3%	Non-statutory
<b>SUPERVISION OF WATER MAIN CONSTRUCTION</b>							
Water main renewals	Per Renewal	Taxable	\$99.00	\$102.00	\$3.00	3%	Non-statutory
<b>STREET TREE REPLACEMENT</b>							
Provide a nature strip tree	Per Tree	Taxable	Fee varies on application	Fee varies on application	-	-	Non-statutory
<b>ON CALL HARD GARBAGE COLLECTION</b>							
On Call Hard Garbage Collection	Per Collection	Taxable	\$85.77	\$91.70	\$5.93	7%	Non-statutory
<b>COMMERCIAL WASTE FEE</b>							
240 Litre Bin	Per Bin	Taxable	\$695.00	\$730.00	\$35.00	5%	Non-statutory
Each additional 240 Litre Bin	Per Bin	Taxable	\$695.00	\$730.00	\$35.00	5%	Non-statutory
120 Litre Bin	Per Bin	Taxable	\$509.13	\$535.00	\$25.87	5%	Non-statutory
Bin Service Adjustment Fees	Per Bin	Taxable	Fee varies on application	Fee varies on application	-	-	Non-statutory

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
<b>WORKING IN THE ROAD RESERVE - APPLICATION FOR CONSENT FEE</b>							
Works other than minor works - on roadway, shoulder or pathway	Per Application	Taxable	\$757.00	\$780.00	\$23.00	3%	Non-statutory
Works other than minor works - not on roadway, shoulder or pathway	Per Application	Taxable	\$421.00	\$434.00	\$13.00	3%	Non-statutory
Minor works - on roadway, shoulder or pathway	Per Application	Taxable	\$194.00	\$200.00	\$6.00	3%	Non-statutory
Minor works - not on roadway, shoulder or pathway	Per Application	Taxable	\$84.00	\$86.50	\$2.50	3%	Non-statutory
Works other than minor works - on roadway, shoulder or pathway	Per Application	Taxable	\$336.00	\$346.00	\$10.00	3%	Non-statutory
Works other than minor works - not on roadway, shoulder or pathway	Per Application	Taxable	\$84.00	\$86.50	\$2.50	3%	Non-statutory
Minor works - on roadway, shoulder or pathway	Per Application	Taxable	\$194.00	\$200.00	\$6.00	3%	Non-statutory
Minor works - not on roadway, shoulder or pathway	Per Application	Taxable	\$84.00	\$86.50	\$2.50	3%	Non-statutory
<b>BIN/SKIP PERMIT FEES</b>							
Bin/Skip Application Fee	Per Application	Taxable	\$103.00	\$106.00	\$3.00	3%	Non-statutory
Bin/Skip One Day Permit	Per Application	Taxable	\$32.00	\$33.00	\$1.00	3%	Non-statutory
Bin/Skip Weekly Permit	Per Application	Taxable	\$133.00	\$137.00	\$4.00	3%	Non-statutory
On Road Permit	Per Application	Taxable	\$138.00	\$142.00	\$4.00	3%	Non-statutory
<b>ANIMAL RELEASE FEES</b>							
Cat release fees	Per Animal	Taxable	\$200.00	\$205.00	\$5.00	3%	Non-statutory
Dog release fees	Per Animal	Taxable	\$213.00	\$220.00	\$7.00	3%	Non-statutory
<b>ANIMAL SURRENDER FEES</b>							
ANIMAL SURRENDER FEES (dog and cat)	Per Animal	Taxable		\$80.00	\$80.00	100%	Non-statutory
<b>DOG/CAT REGISTRATION</b>							
Category 1 Cat	Per Animal	Taxable	\$186.00	\$189.00	\$3.00	2%	Non-statutory
Category 2 Cat	Per Animal	Taxable	\$48.00	\$49.00	\$1.00	2%	Non-statutory
Category 1 Cat - pensioner	Per Animal	Taxable	\$92.50	\$94.50	\$2.00	2%	Non-statutory
Category 2 Cat - pensioner	Per Animal	Taxable	\$23.50	\$12.00	-\$11.50	-49%	Non-statutory
Cat with temporary desexing exemption from a vet	Per Animal	Taxable		\$103.00	\$103.00	100%	Non-statutory
Foster Care Cat Registration	Per Animal	Taxable	\$4.00	\$4.00	-	-	Non-statutory
Cat disposal / euthanasia	Per Animal	Taxable	Equal to fee charged by contractor	Equal to fee charged by contractor	-	-	Non-statutory
Category 1 Dog	Per Animal	Taxable	\$195.00	\$198.00	\$3.00	2%	Non-statutory



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CITY OF KINGSTON

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
Category 2 Dog	Per Animal	Taxable	\$65.00	\$66.00	\$1.00	2%	Non-statutory
Category 1 Dog - pensioner	Per Animal	Taxable	\$96.00	\$49.50	-\$46.50	-48%	Non-statutory
Category 2 Dog - pensioner	Per Animal	Taxable	\$32.00	\$16.50	-\$15.50	-48%	Non-statutory
Dog with temporary desexing exemption from a vet	Per Animal	Taxable		\$103.00	\$103.00	100%	Non-statutory
Foster Care Dog Registration	Per Animal	Taxable	\$7.00	\$7.00	-	-	Non-statutory
Dog disposal / euthanasia	Per Animal	Taxable	Equal to fee charged by contractor	Equal to fee charged by contractor	-	-	Non-statutory
Foster Carer dog / cat (Register a person to provide foster care for a cat/dog)	Per Animal	Taxable	\$41.20	\$42.00	\$0.80	2%	Non-statutory
Permit for excess animals on property	Per Animal	Taxable	\$187.00	\$190.00	\$3.00	2%	Non-statutory
Registration of Restricted Breed / Declared Dangerous Dog, Menacing Dog	Per Animal	Taxable	\$355.00	\$365.00	\$10.00	3%	Non-statutory
Impounded Livestock	Per Animal	Taxable	Equal to fee charged by contractor	Equal to fee charged by contractor	-	-	Non-statutory
Domestic Animal Business	Per Animal	Taxable	\$300.00	\$310.00	\$10.00	3%	Non-statutory
Database search on animal history	Per Animal	Taxable	FOI Request Fee	FOI Request Fee	-	-	Non-statutory
<b>FIRE PREVENTION WORKS - RECOVERY COSTS</b>							
Fire Prevention Clearance non compliance	Per Permit	Taxable	Invoice Cost + 20%	Invoice Cost + 20%	-	-	Non-statutory
Fire Prevention owners request	Per Permit	Taxable	Invoice Cost + 10%	Invoice Cost + 10%	-	-	Non-statutory
Permit to Burn	Per Permit	Taxable	\$180.00	\$185.00	\$5.00	3%	Non-statutory
<b>DERELICT &amp; ABANDONED VEHICLES</b>							
Reclaimed Vehicle	Per Vehicle	Taxable	\$470.00	\$485.00	\$15.00	3%	Non-statutory
Storage Fee (from date of impoundment, first 5 days free to encourage quick pick up by owner)	Per Vehicle	Taxable	\$31.00	\$32.00	\$1.00	3%	Non-statutory
<b>VEGETATION PRE INSPECTION PERMIT</b>							
Tree Inspection and Report on Private Property - Block < 800sqm	Per Application	Taxable	\$300.00	\$310.00	\$10.00	3%	Non-statutory
Tree Inspection and Report on Private Property - Block 801sqm - 1500sqm	Per Application	Taxable	\$500.00	\$520.00	\$15.00	3%	Non-statutory
Tree Inspection and Report on Private Property - Block 1501 - 3000 sqm	Per Application	Taxable	\$1000.00	\$1030.00	\$30.00	3%	Non-statutory

## 2025/26 Budget

CITY OF KINGSTON

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
Tree Inspection and Report on Private Property - Block >3001 sqm	Per Application	Taxable	\$2000.00	\$2060.00	\$60.00	3%	Non-statutory
Appeal against Refusal for Tree Removal for Local Law Application	Per Application	Taxable	\$700.00	\$725.00	\$25.00	4%	Non-statutory
Application for tree removal	Per Application	Taxable	\$116.00	\$125.00	\$9.00	8%	Non-statutory
Application for tree Pruning	Per Application	Taxable	\$116.00	\$125.00	\$9.00	8%	Non-statutory
Application for tree works within the Tree Protection Zone	Per Application	Taxable	\$116.00	\$125.00	\$9.00	8%	Non-statutory
<b>MISCELLANEOUS BUILDING FEES</b>	Per Application	Taxable					
ResCode 410 Siting Dispensation Report & Consent Fee	Per Application	GST Free	\$311.80	\$448.30	\$136.50	44%	Statutory
Combined Allotments 502 Report & Consent Fee	Per Application	GST Free	\$311.80	\$448.30	\$136.50	44%	Statutory
Subdivision 503 Report & Consent Fee	Per Application	GST Free	\$311.80	\$331.80	\$20.00	6%	Statutory
Street Projection 513 Report & Consent Fee	Per Application	GST Free	\$311.80	\$331.80	\$20.00	6%	Statutory
Public Area 515 Report & Consent Fee	Per Application	GST Free	\$311.80	\$331.80	\$20.00	6%	Statutory
Public Protection 604 Report & Consent Fee	Per Application	GST Free	\$311.80	\$331.80	\$20.00	6%	Statutory
Septic Tank 801 Report & Consent Fee	Per Application	GST Free	\$311.80	\$331.80	\$20.00	6%	Statutory
Flooding 802 Report & Consent Fee	Per Application	GST Free	\$311.80	\$331.80	\$20.00	6%	Statutory
Designated Land 806 Report & Consent Fee	Per Application	GST Free	\$311.80	\$331.80	\$20.00	6%	Statutory
Place Public Entertainment POPE 1101 Report & Consent Fee	Per Application	GST Free	\$1,545.00	\$1,600.00	\$55.00	4%	Non-statutory
Temporary Structures	Per Application	GST Free	\$1,030.00	\$1,100.00	\$70.00	7%	Non-statutory
Report and Consent Amended Application Fee	Per Application	GST Free	\$225.00	\$250.00	\$25.00	11%	Non-statutory
Demolition 29A Report and Consent Fee	Per Application	GST Free	\$91.40	\$91.4 - subject to State Government increase release	-	-	Statutory
Demolition 29A Report and Consent Fee - Amendments	Per Application	GST Free	\$57.00	\$60.00	\$3.00	5%	Non-statutory
Stormwater LPD 610 Report & Consent Fee	Per Application	GST Free	\$155.30	\$155.3 - subject to State Government increase release	-	-	Statutory

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CITY OF KINGSTON

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
Building Permit/Hazard Information Reg 51(1) & 51 (2), (3)	Per Application	GST Free	\$50.70	\$50.7 - subject to State Government increase release	-	-	Statutory
Council Building Swimming Pool & Spa Safety Audits per Hour	Per Application	GST Free	\$842.55	\$990.00	\$147.45	18%	Non-statutory
Swimming Pool / Spa Barrier Registration	Per Application	GST Free	\$34.20	\$84.90	\$50.70	148%	Statutory
Swimming Pool Certificate Lodgement	Per Application	GST Free	\$21.90	\$21.10	-\$0.80	-4%	Statutory
Swimming Pool Non Compliance Fee	Per Application	GST Free	\$413.40	\$411.50	-\$1.90	-0%	Statutory
Building Permit Information Reg 51(1) & 51 (2), (3) (48 Hour Turn around)	Per Application	GST Free	\$101.40	\$101.4 - subject to State Government increase release	-	-	Statutory
Copies of Building Plans and Documents - Residential	Per Application	Taxable	\$250.00	\$250.00	-	-	Non-statutory
Copies of Building Plans and Documents - Commercial	Per Application	Taxable	\$350.00	\$350.00	-	-	Non-statutory
Copies of Building Documents only - Residential	Per Application	Taxable	\$125.00	\$150.00	\$25.00	20%	Non-statutory
Copies of Building Documents only - Commercial	Per Application	Taxable	\$175.00	\$200.00	\$25.00	14%	Non-statutory
Report and Consent Advertising	Per Application	Taxable	\$200.00	\$200.00	-	-	Non-statutory
<b>MELALEUCA ACTIVITY HUB - GARDEN ROOM</b>			-	-	-	-	Non-statutory
Not for Profit- All Hours	Per Hour	Taxable	-	\$15.00	\$15.00	100%	Non-statutory
Standard - All Hours	Per Hour	Taxable	-	\$25.00	\$25.00	100%	Non-statutory
<b>PATTERSON LAKES COMMUNITY CENTRE - LARGE HALL PARTIONED - SMALLER AREA</b>							
Not for Profit- All Hours	Per Hour	Taxable	-	\$22.00	\$22.00	100%	Non-statutory
Standard - All Hours	Per Hour	Taxable	-	\$33.00	\$33.00	100%	Non-statutory
<b>PATTERSON LAKES COMMUNITY CENTRE - LARGE HALL PARTIONED - WITH STAGE</b>			-		-	-	Non-statutory
Not for Profit- All Hours	Per Hour	Taxable	-	\$27.50	\$27.50	100%	Non-statutory
Standard - All Hours	Per Hour	Taxable	-	\$38.50	\$38.50	100%	Non-statutory
<b>ALL HUBS AND SITES</b>							
Replacement keys	Per Key	Taxable	-	\$25.00	\$25.00	100%	Non-statutory
<b>HALL HIRE - Cheltenham Hall</b>	Per Hour	Taxable	-		-	-	
Cheltenham Hall Complex - Not for Profit-All Hours	Per Hour	Taxable	-	\$25.00	\$25.00	100%	Non-statutory
Cheltenham Hall Complex - Standard- All Hours	Per Hour	Taxable	-	\$35.00	\$35.00	100%	Non-statutory

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CITY OF KINGSTON

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
<b>HALL HIRE - Allan McLean Hall</b>	Per Hour	Taxable	-		-	-	
Not for Profit- All Hours	Per Hour	Taxable	-	\$40.00	\$40.00	100%	Non-statutory
Standard - All Hours	Per Hour	Taxable		\$50.00	\$50.00	100%	Non-statutory
<b>HALL HIRE - A.T. Niemann Community Centre</b>	Per Hour	Taxable					
Not for Profit- All Hours	Per Hour	Taxable	-	\$25.00	\$25.00	100%	Non-statutory
Standard - All Hours	Per Hour	Taxable	-	\$35.00	\$35.00	100%	Non-statutory
<b>HALL HIRE - Carrum Community Hall</b>	Per Hour	Taxable					
Not for Profit- All Hours	Per Hour	Taxable	-	\$25.00	\$25.00	100%	Non-statutory
Standard - All Hours	Per Hour	Taxable	-	\$35.00	\$35.00	100%	Non-statutory
<b>HALL HIRE - Cheltenham Hall</b>							
Cheltenham Hall Complex - Day	Per Day	Taxable	\$18.50	-	-\$18.50	-100%	Non-statutory
Cheltenham Hall Complex - Evening	Per Evening	Taxable	\$35.00	-	-\$35.00	-100%	Non-statutory
Cheltenham Hall Complex - Weekend	Per Weekend	Taxable	\$99.00	-	-\$99.00	-100%	Non-statutory
Cheltenham Hall Main Hall - Day	Per Day	Taxable	\$18.50	-	-\$18.50	-100%	Non-statutory
Cheltenham Hall Main Hall - Evening	Per Evening	Taxable	\$24.00	-	-\$24.00	-100%	Non-statutory
Cheltenham Hall Main Hall - Weekend	Per Weekend	Taxable	\$67.00	-	-\$67.00	-100%	Non-statutory
Cheltenham Hall Supper Room - Day	Per Day	Taxable	\$11.50	-	-\$11.50	-100%	Non-statutory
Cheltenham Hall Supper Room - Evening	Per Evening	Taxable	\$18.50	-	-\$18.50	-100%	Non-statutory
Cheltenham Hall Supper Room - Weekend	Per Weekend	Taxable	\$40.00	-	-\$40.00	-100%	Non-statutory
<b>HALL HIRE - Allan McLean Hall</b>							
Allan McLean Hall Complex - Day	Per Day	Taxable	\$47.00	-	-\$47.00	-100%	Non-statutory
Allan McLean Hall Complex - Evening	Per Evening	Taxable	\$103.00	-	-\$103.00	-100%	Non-statutory
Allan McLean Hall Complex - Weekend	Per Weekend	Taxable	\$143.00	-	-\$143.00	-100%	Non-statutory

## 2025/26 Budget

CITY OF KINGSTON

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
Allan McLean Hall Main Hall - Day	Per Day	Taxable	\$35.00	-	-\$35.00	-100%	Non-statutory
Allan McLean Hall Main Hall - Evening	Per Evening	Taxable	\$56.00	-	-\$56.00	-100%	Non-statutory
Allan McLean Hall Main Hall - Weekend	Per Weekend	Taxable	\$104.00	-	-\$104.00	-100%	Non-statutory
Allan McLean Hall Supper Room - Day	Per Day	Taxable	\$29.00	-	-\$29.00	-100%	Non-statutory
Allan McLean Hall Supper Room - Evening	Per Evening	Taxable	\$49.00	-	-\$49.00	-100%	Non-statutory
Allan McLean Hall Supper Room - Weekend	Per Weekend	Taxable	\$49.00	-	-\$49.00	-100%	Non-statutory
<b>HALL HIRE - A.T. Niemann Community Centre</b>							
A.T. Niemann Community Centre Main Hall - Day	Per Day	Taxable	\$35.00	-	-\$35.00	-100%	Non-statutory
A.T. Niemann Community Centre Main Hall - Evening	Per Evening	Taxable	\$42.00	-	-\$42.00	-100%	Non-statutory
A.T. Niemann Community Centre Main Hall - Weekend	Per Weekend	Taxable	\$49.00	-	-\$49.00	-100%	Non-statutory
<b>HALL HIRE - Carrum Community Centre</b>							
Carrum Community Centre Main Hall - Day	Per Day	Taxable	\$35.00	-	-\$35.00	-100%	Non-statutory
Carrum Community Centre Main Hall - Evening	Per Evening	Taxable	\$42.00	-	-\$42.00	-100%	Non-statutory
Carrum Community Centre Main Hall - Weekend	Per Weekend	Taxable	\$49.00	-	-\$49.00	-100%	Non-statutory
<b>Mordialloc Court House Hire</b>							
Complex - Day	Per Day	Taxable	\$35.00	-	-\$35.00	-100%	Non-statutory
Main Hall - Day	Per Day	Taxable	\$24.00	-	-\$24.00	-100%	Non-statutory
Supper Room - Day	Per Day	Taxable	\$19.50	-	-\$19.50	-100%	Non-statutory
Audio/Lighting Charge on application		Per Hour	On Application	On Application			
Wurlitzer Organ & Piano	Per Day	Taxable	\$71.00	-	-\$71.00	-100%	Non-statutory
Wurlitzer Organ & Piano	Per Hour	Taxable	\$30.00	-	-\$30.00	-100%	Non-statutory
Baby Grand Piano	Per Day	Taxable	\$100.00	-	-\$100.00	-100%	Non-statutory
Public Liability Insurance - part A - per hire for 1 to 700 hires declared			\$12.65	-	-\$12.65	-100%	Non-statutory



2025/26 Budget  
CITY OF KINGSTON

Description of Fees and Charges	Unit of Measure	GST Status	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase/ Decrease \$	Fee Increase/ Decrease %	Basis of Fee
Public Liability Insurance - part A - per hire for 701 and greater hires declared			\$8.80	-	-\$8.80	-100%	Non-statutory
Public Liability Insurance - part B - stallholders, one off festivals, programs or events, performers, presenters, buskers, street stallholders and artist (one off commissions)			\$29.25	-	-\$29.25	-100%	Non-statutory
Public Liability Insurance - part B - stallholders (regular markets - 3 or more per annum)			\$15.30	-	-\$15.30	-100%	Non-statutory
Public Liability Insurance - part B - tutors, instructors and artists leasing/ occupying artist studios			\$110.00	-	-\$110.00	-100%	Non-statutory
Public Liability Insurance - part C - permit holders (local traders/ community gardens)			\$15.30	-	-\$15.30	-100%	Non-statutory
Public Liability Insurance (one-off events)	Per Event	Taxable	-	-	-	-	Non-statutory
Monday-Thursday (min 8 hours)		Per Hour	\$304.00	-	-\$304.00	-100%	Non-statutory
Friday-Sunday (min 8 hours)		Per Hour	\$381.50	-	-\$381.50	-100%	Non-statutory

Appendix A: Budget Processes

This section lists the processes to be undertaken in order to adopt the Budget in accordance with the *Local Government Act 2020* (the Act) and Local Government (Planning and Reporting) Regulations 2020 (the Regulations).

Under the Act, Council is required to prepare and adopt an annual budget for each financial year. The budget is required to include certain information about the rates and charges that Council intends to levy as well as a range of other information required by the Regulations which support the Act.

The 2025/26 Budget is for the year 1 July 2025 to 30 June 2026. The Budget includes financial statements being a budgeted Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows and Statement of Capital Works. These statements have been prepared for the year ended 30 June 2026 in accordance with the Act and the Regulations and are consistent with the annual financial statements which are prepared in accordance with Australian Accounting Standards. The budget also includes information about the rates and charges to be levied, the capital works program to be undertaken, the human resources required, and other financial information Council requires in order making an informed decision about the adoption of the budget.

In advance of preparing the budget, officers firstly review and update Council's long-term financial projections, which includes consideration of Council's Community Panel recommendations. The preparation of the budget, within this broader context, begins with Officers preparing Departmental Business Plans identifying the operating and capital components of the annual budget between December and February. A consolidated budget is then prepared and various iterations are considered by Council at informal briefings during March and April, informed by Community feedback. A 'proposed' budget is then prepared in accordance with the Acts and submitted to Council for approval 'in principle' for consultation with the community.

The final step is for Council to adopt the budget after receiving and considering any comments from interested parties. The budget is required to be adopted by 30 June and a copy submitted to the Minister within 28 days of adoption. The key dates for the budget process are summarised as follows:

Budget Process	Timing
Officers complete Department Business Plans	Jan - February 2025
Councillor Strategic workshops on the Council Plan & Budget	February 2025
Officers update Council's Long Term Financial Plan	Dec 2024 - March 2025
Community feedback sought – through Talking Kingston	Ongoing
Officers prepare detailed Operating & Capital Budgets	February 2025
Council Meeting to adopt Budget, LTFP, and Revenue & Rating Plan in principle	March 2025
Public exhibition and online information session	March - April 2025
Council Meeting to adopt Budget, LTFP and Revenue & Rating Plan	May 2025
Copy of Budget, LTFP and Revenue & Rating Plan to the Minister	July 2025

## Appendix B: Departmental Activities and Resources 2025/26

This section sets out the activities and associated resource requirements for each department.

The column headed 'Net' represents the amount of contribution to the overall cost of delivering this program from rate revenue. Amounts shown as '( )' indicate programs where the amount of revenue achieved from sources other than rates is more than the amount of expenditure, except for the Central department which includes rates and charges as revenue.

### CUSTOMER EXPERIENCE AND CORPORATE SUPPORT

#### Advocacy, Engagement & Communications

The Advocacy, Engagement & Communications department provides organisational support for branding & design services, corporate websites, social media, media management, communications campaigns and provides strategic advocacy to support the Mayor and councillors, driven by communications strategies and community engagement.

Department	Income	2025/26 Budget \$ '000		NET
		Employee Cost	Material & Services	
Advocacy, Communications & Engagement	-	2,848	579	3,427
<b>Full Time Equivalent (FTE):</b>	21.6			

#### Customer Experience & Corporate Performance

The Customer Experience & Corporate Performance department oversees initiatives that work to ensure our services are effective, efficient and empathetic towards customer needs.

Department	Income	2025/26 Budget \$ '000		NET
		Employee Cost	Material & Services	
Customer Experience and Corporate Performance	2	3,230	328	3,556
<b>Full Time Equivalent (FTE):</b>	29.7			

#### Governance, Risk & Integrity

The Governance department supports Council and Councillors in their roles, ensuring effective decision-making and implementation and promotes organisational accountability, integrity, and transparency.

Department	Income	2025/26 Budget \$ '000		NET
		Employee Cost	Material & Services	
Governance	202	1,368	1,003	2,169
<b>Full Time Equivalent (FTE):</b>	9.8			

#### Information Services & Strategy

The role of Information Services & Strategy is to support Council and Councillors in their roles, ensuring effective decision-making and implementation and promotes organisational accountability, integrity, and transparency.

## 2025/26 Budget

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Department	Income	2025/26 Budget \$ '000		NET
		Employee Cost	Material & Services	
Information Services & Strategy	-	4,802	10,468	15,271
<b>Full Time Equivalent (FTE):</b>	39.0			

### People & Culture

The People & Culture department provides organisational support in recruitment, safety management, professional development and inclusion in the workspace.

Department	Income	2025/26 Budget \$ '000		NET
		Employee Cost	Material & Services	
People and Culture	-	3,104	922	4,026
<b>Full Time Equivalent (FTE):</b>	23.8			

## INFRASTRUCTURE AND OPEN SPACE

### Active Kingston

The Active Kingston department provides organisational support in recruitment, safety management, professional development and inclusion in the workspace.

Department	Income	2025/26 Budget \$ '000		NET
		Employee Cost	Material & Services	
Active Kingston	6,153	7,331	2,740	3,918
<b>Full Time Equivalent (FTE):</b>	43.1			

### City Works

The City Works department provides maintenance to the municipality's civil and building assets, along with the presentation of high-profile activity centres and residential and commercial waste collection and education.

Department	Income	2025/26 Budget \$ '000		NET
		Employee Cost	Material & Services	
City Works	1,477	5,075	40,290	43,888
<b>Full Time Equivalent (FTE):</b>	49.4			

### Infrastructure

The Infrastructure department is responsible for comprehensive asset planning to create safe and effective transport systems and deliver buildings, roads and drainage capital projects.

Department	Income	2025/26 Budget \$ '000		NET
		Employee Cost	Material & Services	
Infrastructure	969	6,136	2,260	7,427
<b>Full Time Equivalent (FTE):</b>	44.9			

### Open Space

The Open Space department provides comprehensive asset planning to create safe and effective transport systems and deliver buildings, roads and drainage capital projects.

Department	Income	2025/26 Budget \$ '000		NET
		Employee Cost	Material & Services	
Open Space	1,495	8,848	19,003	26,357
<b>Full Time Equivalent (FTE):</b>	92.0			

### Project Management Office & Major Projects

The Project Management Office & Major Projects department is responsible for comprehensive asset planning to create safe and effective transport systems and deliver buildings, roads and drainage capital projects.

Department	Income	2025/26 Budget \$ '000		NET
		Employee Cost	Material & Services	
Project Management Office	1,079	2,678	248	1,847
<b>Full Time Equivalent (FTE):</b>	18.0			

## PLANNING AND PLACE

### City Development

The City Development department provides integrated planning solutions and represents Kingston City Council at forums, while managing urban biodiversity, ensuring compliance with Kingston's Planning Scheme and guiding stakeholders on planning permits and construction policies.

Department	Income	2025/26 Budget \$ '000		NET
		Employee Cost	Material & Services	
City Development	2,756	5,292	454	2,991
<b>Full Time Equivalent (FTE):</b>	45.3			

### City Economy & Innovation

The City Economy & Innovation department safeguards public health by regulating food and personal care businesses for compliance with Victorian Government legislation and responding to health and environmental risks across the municipality. The department also focuses on enhancing the local economy by supporting businesses, fostering innovation, and promoting Kingston as a prime business location.



## 2025/26 Budget

CITY OF KINGSTON

Department	Income	2025/26 Budget \$ '000		NET
		Employee Cost	Material & Services	
City Economy & Innovation	1,627	2,788	730	1,892
<b>Full Time Equivalent (FTE):</b>	21.2			

### City Strategy

The City Strategy department leads the development and implementation of a strategic framework for land use and planning across Kingston, deliver Council's emissions reduction and sustainability agenda and coordinates design advocacy, urban design and strategic placemaking outcomes.

Department	Income	2025/26 Budget \$ '000		NET
		Employee Cost	Material & Services	
City Strategy	-	2,665	923	3,588
<b>Full Time Equivalent (FTE):</b>	18.4			

### Compliance & Amenity

The Compliance & Amenity department works with the community to provide a safer and more liveable municipality through education, compliance and enforcement of the Road Safety Rules, Local Laws, animal management, local school crossing supervisors and reducing pollution and fire risks.

Department	Income	2025/26 Budget \$ '000		NET
		Employee Cost	Material & Services	
Compliance and Amenity	6,178	5,033	1,257	112
<b>Full Time Equivalent (FTE):</b>	55.7			

### Municipal Building Surveyor

The Municipal Building Surveyor's department provides regulatory and technical advice to the Council and stakeholders for all municipal building projects.

Department	Income	2025/26 Budget \$ '000		NET
		Employee Cost	Material & Services	
Municipal Building Surveyor	414	1,176	236	997
<b>Full Time Equivalent (FTE):</b>	9.0			

## COMMUNITY STRENGTHENING

## AccessCare

The Access Care department's purpose is to provides comprehensive support for vulnerable and aged individuals with complex care needs, including personal care, homeless outreach, domestic assistance, nursing, shopping assistance, care management and social outings.

Department	Income	2025/26 Budget \$ '000 Employee Cost	Material & Services	NET
Access Care	37,414	22,931	16,905	2,421
<b>Full Time Equivalent (FTE):</b>	210.3			

## Arts, Events &amp; Libraries

The Arts, Events & Libraries department is focused on providing inclusive library services, diverse arts and cultural programs, and innovative festivals and events, including looking after Kingston Arts Centre, City Hall, Shirley Burke Theatre, and eight library branches.

Department	Income	2025/26 Budget \$ '000 Employee Cost	Material & Services	NET
Arts, Events & Libraries	1,636	9,845	4,083	12,292
<b>Full Time Equivalent (FTE):</b>	81.2			

## Family, Youth &amp; Children's Services

Family, Youth & Children's Services provides early and middle years services that support the health, wellbeing, and development of children and families. Our roles include service provision, planning and coordination, facility planning, advocacy, and strengthening community capacity.

Department	Income	2025/26 Budget \$ '000 Employee Cost	Material & Services	NET
Family, Youth & Childrens' Services	19,991	21,269	4,095	5,373
<b>Full Time Equivalent (FTE):</b>	183.7			

## Inclusive Communities

The Inclusive Communities department provides information, support, and a wide range of programs and events to enhance community wellbeing. It also manages Community Hubs, delivering programs and events that foster community engagement.

Department	Income	2025/26 Budget \$ '000 Employee Cost	Material & Services	NET
Inclusive Communities	917	4,630	3,110	6,822
<b>Full Time Equivalent (FTE):</b>	36.5			

## CHIEF FINANCE OFFICER

## Finance

The Finance department provides organisational budgeting and forecasting, providing financial advice and management of accounts ensuring compliance with relevant legislation and standards.

Department	Income	2025/26 Budget \$ '000		NET
		Employee Cost	Material & Services	
Finance	544	3,055	784	3,296
<b>Full Time Equivalent (FTE):</b>	26.4			

## Procurement &amp; Contracts

The Procurement & Contracts department provides organisational support on procurement matters.

Department	Income	2025/26 Budget \$ '000		NET
		Employee Cost	Material & Services	
Procurement & Contracts	1	922	2,823	3,744
<b>Full Time Equivalent (FTE):</b>	7.0			

## Property Services

The Property Services department manages all elements of Council's property holdings including acquisition and investment, leasing, development and maintenance, and disposal of property.

Department	Income	2025/26 Budget \$ '000		NET
		Employee Cost	Material & Services	
Property Services	2,502	942	726	(834)
<b>Full Time Equivalent (FTE):</b>	7.4			

## Executive Services

This includes the Chief Executive Officer and Executive Management Team and associated support staff. The department provides support for the executive leadership team, Mayor and Councillors, facilitating communications across the organisation and with stakeholders. Additionally, the service provides in house legal advice.

Department	Income	2025/26 Budget \$ '000		NET
		Employee Cost	Material & Services	
Executive Services	-	2,998	1,718	4,716
<b>Full Time Equivalent (FTE):</b>	11.6			

Central

This area includes income and expenditure of a corporate nature which, if attributed to an individual department, would distort the presentation of the budgets of that area.

Income includes rates and charges revenue, capital grants associated with capital projects, the annual allocation from the Victorian Grants Commission and interest income.

Expenditure includes the Council-funded pensioner rate rebate, finance and banking costs and non-cash items such as depreciation and bad debts.

Department	Income	2025/26 Budget \$ '000		NET
		Employee Cost	Material & Services	
Central	221,910	1,204	1,328	(219,378)
Full Time Equivalent (FTE):	-			



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City of Kingston

# DRAFT FINANCIAL PLAN

**2025/26 TO 2034/35**



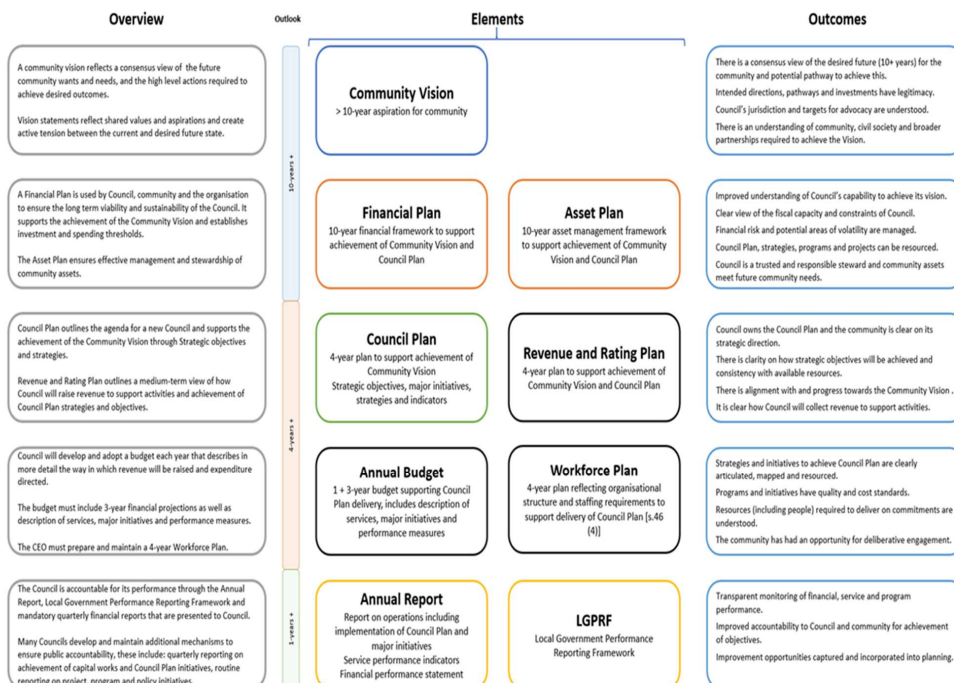
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## 1. Legislative Requirements

This section outlines the link of the Financial Plan to the achievement of the Community Vision and the Council Plan within the Integrated Strategic Planning & Reporting framework. This framework guides Council in identifying community needs and aspirations over the long term (Community Vision), medium term (Council Plan) and short term (Annual Budget) and holding itself accountable (Annual Report).

The following diagram provides an overview of the core legislated elements of an integrated strategic planning and reporting framework and outcomes.



The following figure demonstrates how each element might inform or be informed by other parts of the integrated framework.



### 1.1 Strategic Planning Principles

The Financial Plan provides a 10 year financially sustainable projection regarding how the actions of the Council Plan may be funded to achieve the Community Vision. The Financial Plan is developed in the context of the following strategic planning principles:

- a) Council has an integrated approach to planning, monitoring and performance reporting.
- b) Council's financial plan addresses the Community Vision by funding the aspirations of the Council Plan. The Council Plan aspirations and actions are formulated in the context of the Community Vision.
- c) The Financial Plan statements articulate the 10-year financial resources necessary to implement the goals and aspirations of the Council Plan to achieve the Community Vision.
- d) Council's strategic planning principles identify and address the risks to effective implementation of the Financial Plan. The financial risks are included at section 1.2.2 below under 1.2 Financial Management Principles.
- e) The Financial Plan provides for the strategic planning principles of progress monitoring of progress and reviews to identify and adapt to changing circumstances.

### 1.2 Financial Management Principles

The Financial Plan demonstrates the following financial management principles:

- 1.2.1 Revenue, expenses, assets, liabilities, investments and financial transactions are managed in accordance with Council's financial policies and strategic plans.
- 1.2.2 Management of the following financial risks:
  - a) the financial viability of the Council (refer to section 2.1 Financial Policy Statements).
  - b) the management of current and future liabilities of the Council. The estimated 10 year-liabilities are disclosed in section 3.2 Balance Sheet projections.
  - c) the beneficial enterprises of Council (where appropriate).
- 1.2.3 Financial policies and strategic plans are designed to provide financial stability and predictability to the community.
- 1.2.4 Council maintains accounts and records that explain its financial operations and financial position (refer section 3 Financial Statements)

### 1.3 Engagement Principles

Council has developed a comprehensive community engagement framework. As part of this framework, Council recently gathered a community panel of 45 independently selected community members, bringing together a diverse group of people who reflect the broader community. Council sought feedback from the panel on the Financial Plan.

### 1.4 Service Performance Principles

Council services are designed to be purpose driven, targeted to community needs and value for money. The service performance principles are listed below:

- a) Services are provided in an equitable manner and are responsive to the diverse needs of the community. The Council Plan is designed to identify the key services and projects to be delivered to the community. The Financial Plan provides the mechanism to demonstrate how the service aspirations within the Council Plan may be funded.
- b) services should be accessible to the members of the municipal community for whom the services are intended;

- c) quality and costs standards for services set by the Council should provide good value to the municipal community;
- d) Council should seek to continuously improve service delivery to the municipal community in response to performance monitoring;
- e) service delivery must include a fair and effective process for considering and responding to complaints about service provision.

## 1.5 Asset Plan Integration

Integration to the Asset Plan is a key principle of the Council's strategic financial planning principles. The purpose of this integration is designed to ensure that future funding is allocated in a manner that supports service delivery in terms of the plans and the effective management of Council's assets into the future.

The Asset Plan identifies the operational and strategic practices which will ensure that Council manages assets across their life cycle in a financially sustainable manner. The Asset Plan, and associated asset management policies, provide council with a sound base to understand the risk associated with managing its assets for the community's benefit.

The Asset Plan is designed to inform the 10-year Financial Plan by identifying the amount of capital renewal, backlog and maintenance funding that is required over the life of each asset category. The level of funding will incorporate knowledge of asset condition, the risk assessment issues as well as the impact of reviewing and setting intervention and service levels for each asset class.

In addition to identifying the operational and strategic practices that ensure that Council manages assets across their life cycle in a financially sustainable manner, the Asset Plan quantifies the asset portfolio and the financial implications of those practices. Together the Financial Plan and Asset Plan seek to balance projected investment requirements against projected budgets.

## 2. Financial Plan Context

This section describes the context and external / internal environment and consideration in determining the 10-year financial projections and assumptions.

### 2.1 Financial Policy Statements

This section defines the policy statements, and associated measures, that demonstrates Council's financial sustainability to fund the aspirations of the Community Vision and the Council Plan.

Policy Statement	Measure	Target	Forecast Actual										
			2024/25	2029/26	2029/27	2029/28	2029/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
Consistent underlying surplus results	Adjusted underlying result greater than 0%	> 0%	-4.5%	-6.6%	-5.1%	-5.7%	-5.8%	-5.5%	-5.2%	-4.9%	-4.9%	-4.2%	-3.8%
Ensure Council maintains sufficient working capital to meet its debt obligations as they fall due	Current Assets / Current Liabilities greater than 1.50	> 1.5	2.1	1.9	1.5	1.6	1.7	1.7	1.8	1.9	2.0	2.2	2.3
Allocate adequate funds towards renewal capital in order to replace assets and infrastructure as they reach the end of their service life	Asset renewal and upgrade expenses / Depreciation above 100%	> 100%	106.8%	136.0%	132.1%	74.4%	57.2%	63.8%	61.5%	59.3%	57.3%	55.4%	53.7%
That Council applies loan funding to new capital and maintains total borrowings in line with rate income and growth of the municipality.	Total borrowings / Rate revenue to remain below 40%	< 40%	0.2%	1.2%	1.2%	1.1%	1.0%	0.9%	0.8%	0.7%	0.6%	0.5%	0.4%
Council maintains sufficient unrestricted cash to ensure ongoing liquidity as well as to address unforeseen cash imposts if required.	Unrestricted cash / current liabilities to be maintained above 100%	> 100%	144.8%	126.2%	86.8%	90.1%	98.1%	104.0%	111.6%	120.9%	130.6%	143.9%	159.4%
Council generates sufficient revenue from rates plus fees and charges to ensure a consistent funding for new and renewal capital.	Capital Outlays as a % of Own Source Revenue to remain above 30%	> 30%	32.1%	47.6%	38.7%	19.1%	17.8%	18.8%	18.7%	18.6%	18.5%	18.3%	18.2%

### 2.2 Strategic Actions



Following a series of community engagement activities, Council has identified the following strategic actions that will support the aspirations of the Council Plan.

The strategic actions are included in the 10-year financial plan and, where appropriate, referenced in the commentary associated with the 10-year Comprehensive Income Statement and the 10-year Statement of Capital Works.

- Increase investment in renewal capital to reduce the escalating risk and maintenance of aging infrastructure.
- Additional funding to address climate change.
- Debt funding to be applied to growth infrastructure where necessary.
- Maintaining current service levels.

## 2.3 Assumptions to the financial plan statements

This section presents information regarding the assumptions to the Comprehensive Income Statement for the 10 years from 2025/26 to 2034/35. The assumptions comprise the annual escalations / movement for each line item of the Comprehensive Income Statement.

Escalation Factors % movement	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
CPI	3.00%	2.75%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Rates and charges	3.00%	2.75%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Growth of population	1.00%	1.00%	1.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Statutory fees and fines	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%
User fees	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Grants - Operating	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Grants - Capital	As per Capital Works program									
Contributions - monetary	Based on Planning Trend									
Other income	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
Employee costs	As per Council's Enterprise Agreement, and Superannuation Guarantee									
Materials and services	3.00%	2.75%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Depreciation & Amortisation	As per Additions from Capital Works program									
Other expenses	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%

### 2.3.1 Rates and charges

Average base rate revenue will increase by 3.0% for the 2025/26 year, based on the state government rate cap, with estimated future annual increases of 3.0% per annum for the ensuing years of the long-term financial plan.

Estimates of rate revenue is not a straight line projection due to the unpredictability of volumes and value of supplementary rates processed each financial year.

Waste charges are proposed to increase in order to cover the total costs of waste management incurred across the municipal district. Waste charges are compliant with the Minister's Good Practice Guidelines for Service Rates and Charges issued in December 2023. Future years waste charges are estimated to increase in line with the contractual cost escalation to ensure Council continues to recover the full costs of providing waste services.

### **2.3.2 Statutory fees and fines**

The Financial Plan indexes statutory fees, set by legislation by 1.5%. This is often a best case scenario given some fees are outside of the control of Council and therefore may be subject to increases less than CPI, and in many cases, doesn't increase at all.

### **2.3.3 User fees**

Revenue from user fees is expected to increase by 3% for the 2025/26 year, unless benchmarked against the sector. Details of user fees for the 2025/26 budget year can be found in Council's schedule of Fees and Charges that is proposed in conjunction with the 2025/26 Budget.

Revenue increases for the ensuing years are based on a conservative annual rate of increase of 3%.

The long-term financial plan has assumed increased User Fees from an operational new district level leisure centre from financial year 2026/27.

### **2.3.4 Grants**

Council currently receives grants for tied (specific purpose grants) and un-tied Financial Assistance grant funding received via the Victorian Local Government Grants Commission (VLGGC). Operating grants are expected to increase on an annual basis by approximately 3%.

### **2.3.5 Contributions**

Council receives Open Space Contributions from developers. These contributions represent funds to enable council to provide the necessary infrastructure and infrastructure improvements to accommodate development growth. These contributions are statutory contributions and are transferred to a restricted reserve until utilised for a specific purpose through the capital works program or delivered as works in kind by developers.

### **2.3.6 Other income**

Revenue from other income mainly comprises investment income plus the recovery income from a variety of sources and rental income received from the hire of Council facilities.

### **2.3.7 Employee costs**

The 2025/26 year includes 3.4% increase for employee costs that mainly reflects the salary increase, banding adjustment, organisation restructure and superannuation guarantee increase.

Increases in employee costs are linked to Council's Enterprise Agreement (EA). The ensuing years from 2027/28 to 2033/34 reflect annual increases to provide for anticipated annual EA. Council's current EA expires on 30 June 2027.

The financial plan incorporates increased employee costs from an operational new district level leisure centre, currently planned, from financial year 2026/27.

### **2.3.8 Materials and services**

Materials and services costs include items required for the maintenance and repairs of Council buildings, roads, drains and footpaths which are more driven by contract pricing. Council's payments to family day carers are also included under this category. Other associated costs included are utilities, materials for the supply of meals on wheels and consumable items for a range of services. These costs are kept to within CPI levels year on year.

Similarly, the financial year has estimated additional costs to a fully operational new swimming pool commencing financial year 2026/27.

**2.3.9 Depreciation & amortisation**

Depreciation estimates have been based on the projected capital spending contained within this LTFP document. Depreciation has been further increased by the indexing of the replacement cost of Council's fixed assets.

**2.3.10 Borrowing costs**

Borrowing costs comprise the interest expense to service Council's loan portfolio that is described in Section 5.5 Borrowing Strategy. Council is expecting the commencement of a loan for the new aquatic centre in 2025.

**2.3.11 Other expenses**

Other expenses include administration costs such as Councillor allowances and audit costs associated with the day to day running of Council.

**2.4 Other Matters impacting the 10-year financial projections**

Description of the current challenges and expected future events likely to impact the Financial Plan projections.

**Superannuation**

Council has obligations under a defined benefit superannuation scheme that may result in the need to make additional contributions to the scheme. As a result of the volatility in financial markets, the likelihood of making such contributions in future periods exists.

### 3. Financial Plan Statements

This section presents information regarding the Financial Plan Statements for the 10 years from 2025/26 to 2034/35.

- Comprehensive Income Statement
- Balance Sheet
- Statement of Changes in Equity
- Statement of Cash Flows
- Statement of Capital Works
- Statement of Human Resources

#### 3.1 Comprehensive Income Statement

	Forecast/ Actual										
	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Income / Revenue</b>											
Rates and charges	175,566	181,554	186,982	192,993	199,237	205,725	212,468	219,478	226,767	234,349	242,237
Statutory fees and fines	9,348	9,819	9,966	10,116	10,268	10,422	10,578	10,737	10,898	11,061	11,227
User fees	23,399	21,492	27,696	29,836	30,841	31,812	32,609	33,531	34,481	35,374	36,091
Grants - Operating	59,010	58,874	60,640	62,459	64,333	65,263	66,221	67,208	68,224	69,271	70,349
Grants - Capital	15,052	19,581	21,234	8,498	8,873	8,131	8,162	8,194	8,226	8,258	8,291
Contributions - monetary	8,700	11,209	8,428	8,513	8,598	8,684	8,771	8,858	8,947	9,036	9,127
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	100	100	100	100	100	100	100	100	100	100	100
Other income	6,093	4,637	4,148	4,160	4,171	4,183	4,195	4,207	4,219	4,231	4,244
<b>Total income</b>	<b>297,268</b>	<b>307,266</b>	<b>319,195</b>	<b>316,675</b>	<b>326,421</b>	<b>334,320</b>	<b>343,104</b>	<b>352,313</b>	<b>361,862</b>	<b>371,680</b>	<b>381,665</b>
<b>Expenses</b>											
Employee costs	125,854	130,170	137,632	140,996	146,327	149,694	153,212	156,621	160,522	164,315	168,077
Materials and services	113,955	116,297	118,449	122,521	125,439	127,672	130,616	133,810	138,084	140,404	143,630
Depreciation	43,915	44,642	46,877	48,877	50,877	52,877	54,877	56,877	58,877	60,877	62,877
Amortisation - intangible assets	225	235	-	-	-	-	-	-	-	-	-
Depreciation - right of use assets	1,300	1,300	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Allowance for impairment losses	50	50	50	50	50	50	50	50	50	50	50
Borrowing costs	318	2,209	2,283	2,137	1,983	1,820	1,649	1,468	1,277	1,076	864
Finance Costs - leases	500	500	500	500	500	500	500	500	500	500	500
Other expenses	714	714	734	752	771	790	810	830	851	872	894
<b>Total expenses</b>	<b>296,831</b>	<b>296,117</b>	<b>307,525</b>	<b>316,834</b>	<b>326,946</b>	<b>334,403</b>	<b>342,714</b>	<b>351,357</b>	<b>361,161</b>	<b>369,094</b>	<b>377,891</b>
<b>Surplus/(deficit) for the year</b>	<b>10,437</b>	<b>11,149</b>	<b>11,670</b>	<b>(159)</b>	<b>(524)</b>	<b>(83)</b>	<b>390</b>	<b>956</b>	<b>701</b>	<b>2,586</b>	<b>3,773</b>
<b>Other comprehensive income</b>											
<b>Items that will not be reclassified to surplus or deficit in future periods</b>											
Net asset revaluation gain /(loss)	-	-	-	-	-	-	-	-	-	-	-
<b>Total other comprehensive income</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total comprehensive result</b>	<b>10,437</b>	<b>11,149</b>	<b>11,670</b>	<b>(159)</b>	<b>(524)</b>	<b>(83)</b>	<b>390</b>	<b>956</b>	<b>701</b>	<b>2,586</b>	<b>3,773</b>

## 3.2 Balance Sheet

	Forecast										
	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Assets</b>											
<b>Current assets</b>											
Cash and cash equivalents	113,476	103,584	77,296	79,625	85,279	89,465	94,845	101,460	108,440	117,876	129,028
Trade and other receivables	16,464	17,917	18,964	19,980	20,947	21,878	22,781	23,671	24,557	25,443	26,332
Prepayments	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Non-current assets classified as held for sale	-	-	-	-	-	-	-	-	-	-	-
Other assets	5,928	5,928	5,928	5,928	5,928	5,928	5,928	5,928	5,928	5,928	5,928
<b>Total current assets</b>	<b>136,867</b>	<b>128,428</b>	<b>103,188</b>	<b>106,533</b>	<b>113,154</b>	<b>118,271</b>	<b>124,554</b>	<b>132,060</b>	<b>139,924</b>	<b>150,248</b>	<b>162,288</b>
<b>Non-current assets</b>											
Other financial assets	250	250	250	250	250	250	250	250	250	250	250
Property, infrastructure, plant & equipment	2,978,871	3,036,294	3,076,025	3,070,439	3,061,107	3,053,608	3,045,293	3,036,193	3,026,337	3,015,756	3,004,483
Right-of-use assets	7,697	6,397	5,397	4,397	3,397	2,397	1,397	397	(603)	(1,603)	(2,603)
Investment property	4,704	4,704	4,704	4,704	4,704	4,704	4,704	4,704	4,704	4,704	4,704
Intangible assets	606	371	371	371	371	371	371	371	371	371	371
<b>Total non-current assets</b>	<b>2,992,127</b>	<b>3,048,015</b>	<b>3,086,746</b>	<b>3,080,160</b>	<b>3,069,828</b>	<b>3,061,329</b>	<b>3,052,014</b>	<b>3,041,914</b>	<b>3,031,058</b>	<b>3,019,477</b>	<b>3,007,204</b>
<b>Total assets</b>	<b>3,128,994</b>	<b>3,176,443</b>	<b>3,189,934</b>	<b>3,186,693</b>	<b>3,182,982</b>	<b>3,179,599</b>	<b>3,176,569</b>	<b>3,173,973</b>	<b>3,170,982</b>	<b>3,169,725</b>	<b>3,169,492</b>
<b>Liabilities</b>											
<b>Current liabilities</b>											
Trade and other payables	24,041	24,041	24,041	24,041	24,041	24,041	24,041	24,041	24,041	24,041	24,041
Trust funds and deposits	11,590	11,590	11,590	11,590	11,590	11,590	11,590	11,590	11,590	11,590	11,590
Contract and other liabilities	6,673	6,673	6,673	6,673	6,673	6,673	6,673	6,673	6,673	6,673	6,673
Provisions	21,921	21,921	21,921	21,921	21,921	21,921	21,921	21,921	21,921	21,921	21,921
Interest-bearing liabilities	590	2,440	2,801	2,955	3,117	3,289	3,470	3,661	3,862	4,074	4,298
Lease liabilities	948	948	948	948	948	948	948	948	948	948	948
<b>Total current liabilities</b>	<b>65,763</b>	<b>67,614</b>	<b>67,974</b>	<b>68,128</b>	<b>68,291</b>	<b>68,462</b>	<b>68,643</b>	<b>68,834</b>	<b>69,035</b>	<b>69,247</b>	<b>69,471</b>
<b>Non-current liabilities</b>											
Provisions	1,802	1,802	1,802	1,802	1,802	1,802	1,802	1,802	1,802	1,802	1,802
Interest-bearing liabilities	11,380	45,830	47,622	44,667	41,549	38,260	34,791	31,130	27,268	23,194	18,896
Lease liabilities	8,467	8,467	8,136	7,854	7,622	7,441	7,309	7,227	7,195	7,214	7,282
<b>Total non-current liabilities</b>	<b>21,649</b>	<b>56,099</b>	<b>57,559</b>	<b>54,322</b>	<b>50,973</b>	<b>47,503</b>	<b>43,901</b>	<b>40,159</b>	<b>36,265</b>	<b>32,209</b>	<b>27,980</b>
<b>Total liabilities</b>	<b>87,412</b>	<b>123,713</b>	<b>125,533</b>	<b>122,450</b>	<b>119,264</b>	<b>115,965</b>	<b>112,544</b>	<b>108,993</b>	<b>105,300</b>	<b>101,457</b>	<b>97,451</b>
<b>Net assets</b>	<b>3,041,582</b>	<b>3,052,730</b>	<b>3,064,401</b>	<b>3,064,242</b>	<b>3,063,718</b>	<b>3,063,635</b>	<b>3,064,025</b>	<b>3,064,981</b>	<b>3,065,682</b>	<b>3,068,268</b>	<b>3,072,041</b>
<b>Equity</b>											
Accumulated surplus	1,523,332	1,537,986	1,569,370	1,567,624	1,564,314	1,566,798	1,568,333	1,570,269	1,571,795	1,575,048	1,579,734
Asset revaluation reserve	1,458,828	1,458,828	1,458,828	1,458,828	1,458,828	1,458,828	1,458,828	1,458,828	1,458,828	1,458,828	1,458,828
Other reserves	59,421	55,917	36,203	37,790	40,576	38,009	36,864	35,884	35,059	34,392	33,479
<b>Total equity</b>	<b>3,041,582</b>	<b>3,052,730</b>	<b>3,064,401</b>	<b>3,064,242</b>	<b>3,063,718</b>	<b>3,063,635</b>	<b>3,064,025</b>	<b>3,064,981</b>	<b>3,065,682</b>	<b>3,068,268</b>	<b>3,072,041</b>



**3.3 Statement of Changes in Equity**

	Total \$'000	Accumulated Surplus \$'000	Revaluation Reserve \$'000	Other Reserves \$'000
<b>2025 Forecast Actual</b>				
Balance at beginning of the financial year	3,031,145	1,519,843	1,458,828	52,474
Surplus/(deficit) for the year	10,437	10,437	-	-
Net asset revaluation gain/(loss)	-	-	-	-
Transfers to other reserves	-	(15,842)	-	15,842
Transfers from other reserves	-	8,895	-	(8,895)
<b>Balance at end of the financial year</b>	<b>3,041,582</b>	<b>1,523,332</b>	<b>1,458,828</b>	<b>59,421</b>
<b>2026 Budget</b>				
Balance at beginning of the financial year	3,041,582	1,523,332	1,458,828	59,421
Surplus/(deficit) for the year	11,149	11,149	-	-
Net asset revaluation gain/(loss)	-	-	-	-
Transfers to other reserves	-	(10,736)	-	10,736
Transfers from other reserves	-	14,241	-	(14,241)
<b>Balance at end of the financial year</b>	<b>3,052,730</b>	<b>1,537,986</b>	<b>1,458,828</b>	<b>55,917</b>
<b>2027</b>				
Balance at beginning of the financial year	3,052,730	1,537,986	1,458,828	55,917
Surplus/(deficit) for the year	11,670	11,670	-	-
Net asset revaluation gain/(loss)	-	-	-	-
Transfers to other reserves	-	(10,172)	-	10,172
Transfers from other reserves	-	29,885	-	(29,885)
<b>Balance at end of the financial year</b>	<b>3,064,401</b>	<b>1,569,370</b>	<b>1,458,828</b>	<b>36,203</b>
<b>2028</b>				
Balance at beginning of the financial year	3,064,401	1,569,370	1,458,828	36,203
Surplus/(deficit) for the year	(159)	(159)	-	-
Net asset revaluation gain/(loss)	-	-	-	-
Transfers to other reserves	-	(10,173)	-	10,173
Transfers from other reserves	-	8,586	-	(8,586)
<b>Balance at end of the financial year</b>	<b>3,064,242</b>	<b>1,567,624</b>	<b>1,458,828</b>	<b>37,790</b>
<b>2029</b>				
Balance at beginning of the financial year	3,064,242	1,567,624	1,458,828	37,790
Surplus/(deficit) for the year	(524)	(524)	-	-
Net asset revaluation gain/(loss)	-	-	-	-
Transfers to other reserves	-	(10,336)	-	10,336
Transfers from other reserves	-	7,550	-	(7,550)
<b>Balance at end of the financial year</b>	<b>3,063,718</b>	<b>1,564,314</b>	<b>1,458,828</b>	<b>40,576</b>

	Total \$'000	Accumulated Surplus \$'000	Revaluation Reserve \$'000	Other Reserves \$'000
<b>2030</b>				
Balance at beginning of the financial year	3,063,718	1,564,314	1,458,828	40,576
Surplus/(deficit) for the year	(83)	(83)	-	-
Net asset revaluation gain/(loss)	-	-	-	-
Transfers to other reserves	-	(10,643)	-	10,643
Transfers from other reserves	-	13,210	-	(13,210)
<b>Balance at end of the financial year</b>	<b>3,063,635</b>	<b>1,566,798</b>	<b>1,458,828</b>	<b>38,009</b>
<b>2031</b>				
Balance at beginning of the financial year	3,063,635	1,566,798	1,458,828	38,009
Surplus/(deficit) for the year	390	390	-	-
Net asset revaluation gain/(loss)	-	-	-	-
Transfers to other reserves	-	(11,015)	-	11,015
Transfers from other reserves	-	12,160	-	(12,160)
<b>Balance at end of the financial year</b>	<b>3,064,025</b>	<b>1,568,333</b>	<b>1,458,828</b>	<b>36,864</b>
<b>2032</b>				
Balance at beginning of the financial year	3,064,025	1,568,333	1,458,828	36,864
Surplus/(deficit) for the year	956	956	-	-
Net asset revaluation gain/(loss)	-	-	-	-
Transfers to other reserves	-	(11,181)	-	11,181
Transfers from other reserves	-	12,160	-	(12,160)
<b>Balance at end of the financial year</b>	<b>3,064,981</b>	<b>1,570,269</b>	<b>1,458,828</b>	<b>35,884</b>
<b>2033</b>				
Balance at beginning of the financial year	3,064,981	1,570,269	1,458,828	35,884
Surplus/(deficit) for the year	701	701	-	-
Net asset revaluation gain/(loss)	-	-	-	-
Transfers to other reserves	-	(11,335)	-	11,335
Transfers from other reserves	-	12,160	-	(12,160)
<b>Balance at end of the financial year</b>	<b>3,065,682</b>	<b>1,571,795</b>	<b>1,458,828</b>	<b>35,059</b>
<b>2034</b>				
Balance at beginning of the financial year	3,065,682	1,571,795	1,458,828	35,059
Surplus/(deficit) for the year	2,586	2,586	-	-
Net asset revaluation gain/(loss)	-	-	-	-
Transfers to other reserves	-	(11,493)	-	11,493
Transfers from other reserves	-	12,160	-	(12,160)
<b>Balance at end of the financial year</b>	<b>3,068,268</b>	<b>1,575,048</b>	<b>1,458,828</b>	<b>34,392</b>
<b>2035</b>				
Balance at beginning of the financial year	3,068,268	1,575,048	1,458,828	34,392
Surplus/(deficit) for the year	3,773	3,773	-	-
Net asset revaluation gain/(loss)	-	-	-	-
Transfers to other reserves	-	(11,560)	-	11,560
Transfers from other reserves	-	12,473	-	(12,473)
<b>Balance at end of the financial year</b>	<b>3,072,041</b>	<b>1,579,734</b>	<b>1,458,828</b>	<b>33,479</b>

## 3.4 Statement of Cash Flows

	Forecast										
	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)
<b>Cash flows from operating activities</b>											
Rates and charges	180,003	181,215	186,825	192,926	199,249	205,800	212,594	219,645	226,966	234,573	242,481
Statutory fees and fines	9,348	9,574	9,717	9,863	10,011	10,161	10,313	10,468	10,625	10,785	10,946
User fees	23,399	20,955	27,004	29,090	30,070	31,017	31,793	32,693	33,619	34,490	35,189
Grants - operating	59,010	58,874	60,640	62,459	64,333	65,263	66,221	67,208	68,224	69,271	70,349
Grants - capital	15,052	19,581	21,234	8,498	8,873	8,131	8,162	8,194	8,226	8,258	8,291
Contributions - monetary	8,700	11,209	8,428	8,513	8,598	8,684	8,771	8,858	8,947	9,036	9,127
Other receipts	6,093	4,637	4,148	4,160	4,171	4,183	4,195	4,207	4,219	4,231	4,244
Employee costs	(125,854)	(130,170)	(137,632)	(140,996)	(146,327)	(149,694)	(153,212)	(156,821)	(160,522)	(164,315)	(168,077)
Materials and services	(113,955)	(116,297)	(118,449)	(122,521)	(125,439)	(127,672)	(130,616)	(133,810)	(138,084)	(140,404)	(143,630)
Other payments	(714)	(714)	(734)	(752)	(771)	(790)	(810)	(830)	(851)	(872)	(894)
<b>Net cash provided by/(used in) operating activities</b>	<b>61,082</b>	<b>58,864</b>	<b>61,183</b>	<b>51,240</b>	<b>52,769</b>	<b>55,083</b>	<b>57,412</b>	<b>59,811</b>	<b>61,370</b>	<b>65,053</b>	<b>68,025</b>
<b>Cash flows from investing activities</b>											
Payments for property, infrastructure, plant and equipment	(66,812)	(102,066)	(86,607)	(43,291)	(41,545)	(45,378)	(46,562)	(47,777)	(49,021)	(50,296)	(51,604)
Proceeds from sale of property, infrastructure, plant and equipment	100	100	100	100	100	100	100	100	100	100	100
<b>Net cash provided by/ (used in) investing activities</b>	<b>(66,712)</b>	<b>(101,966)</b>	<b>(86,507)</b>	<b>(43,191)</b>	<b>(41,445)</b>	<b>(45,278)</b>	<b>(46,462)</b>	<b>(47,677)</b>	<b>(48,921)</b>	<b>(50,196)</b>	<b>(51,504)</b>
<b>Cash flows from financing activities</b>											
Finance costs	(318)	(2,209)	(2,283)	(2,137)	(1,983)	(1,820)	(1,649)	(1,468)	(1,277)	(1,076)	(864)
Proceeds from borrowings	12,529	38,614	4,807	-	-	-	-	-	-	-	-
Repayment of borrowings	(445)	(2,313)	(2,655)	(2,801)	(2,955)	(3,117)	(3,289)	(3,470)	(3,661)	(3,862)	(4,074)
Interest paid - lease liability	(500)	(500)	(500)	(500)	(500)	(500)	(500)	(500)	(500)	(500)	(500)
Repayment of lease liabilities	(382)	(382)	(332)	(282)	(232)	(182)	(132)	(82)	(32)	18	68
<b>Net cash provided by/(used in) financing activities</b>	<b>10,885</b>	<b>33,210</b>	<b>(963)</b>	<b>(5,720)</b>	<b>(5,670)</b>	<b>(5,620)</b>	<b>(5,570)</b>	<b>(5,520)</b>	<b>(5,470)</b>	<b>(5,420)</b>	<b>(5,370)</b>
<b>Net increase/(decrease) in cash &amp; cash equivalents</b>	<b>5,255</b>	<b>(9,892)</b>	<b>(26,288)</b>	<b>2,329</b>	<b>5,654</b>	<b>4,186</b>	<b>5,380</b>	<b>6,615</b>	<b>6,979</b>	<b>9,437</b>	<b>11,151</b>
Cash and cash equivalents at the beginning of the financial year	108,221	113,476	103,584	77,296	79,625	85,279	89,465	94,845	101,460	108,440	117,876
<b>Cash and cash equivalents at the end of the financial year</b>	<b>113,476</b>	<b>103,584</b>	<b>77,296</b>	<b>79,625</b>	<b>85,279</b>	<b>89,465</b>	<b>94,845</b>	<b>101,460</b>	<b>108,440</b>	<b>117,876</b>	<b>129,028</b>

## 3.5 Statement of Capital Works

	Forecast / Actual	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Property</b>												
Land	410	170	-	315	235	3,735	1,735	1,778	1,823	1,868	1,915	1,963
Land improvements	-	-	-	-	-	-	-	-	-	-	-	-
Buildings	36,886	59,969	24,487	5,476	4,950	11,810	12,105	12,408	12,718	13,036	13,362	-
Heritage buildings	-	-	-	-	-	-	-	-	-	-	-	-
Building improvements	-	-	-	-	-	-	-	-	-	-	-	-
Leasehold improvements	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total property</b>	<b>37,305</b>	<b>60,139</b>	<b>24,802</b>	<b>5,711</b>	<b>8,685</b>	<b>13,545</b>	<b>13,884</b>	<b>14,231</b>	<b>14,586</b>	<b>14,951</b>	<b>15,325</b>	
<b>Plant and equipment</b>												
Plant, machinery and equipment	1206	550	930	2,500	2,750	250	256	263	269	276	283	-
Furniture, fittings and furniture	-	-	-	-	-	-	-	-	-	-	-	-
Computers & Telecommunications	1012	346	730	1,530	230	230	236	242	248	254	260	-
Library books	1181	1,213	1,237	1,262	1,287	1,313	1,346	1,379	1,414	1,449	1,486	-
Cultural Assets	476	300	300	300	100	100	103	105	108	110	113	-
<b>Total plant and equipment</b>	<b>3,875</b>	<b>2,409</b>	<b>3,197</b>	<b>5,592</b>	<b>4,367</b>	<b>1,893</b>	<b>1,940</b>	<b>1,989</b>	<b>2,039</b>	<b>2,090</b>	<b>2,142</b>	
<b>Infrastructure</b>												
Roads	6,233	7,008	4,107	14,888	8,188	7,870	8,067	8,269	8,476	8,688	8,905	-
Bridges	47	-	-	-	-	-	-	-	-	-	-	-
Footpaths & Cycleways	3,746	2,455	4,771	2,396	1,446	646	662	678	695	713	731	-
Drainage	5,280	7,400	5,379	6,329	4,429	4,279	4,386	4,496	4,608	4,723	4,841	-
Recreational, Leisure & Community Facilities	5,388	14,400	38,627	3,190	8,800	12,800	12,915	13,238	13,569	13,908	14,256	-
Parks, open space and streetscapes	5,848	9,545	9,015	7,185	7,630	6,945	6,709	6,876	7,048	7,224	7,405	-
Off Street Carparks	1,050	210	510	-	-	-	-	-	-	-	-	-
Other infrastructure	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total infrastructure</b>	<b>27,632</b>	<b>41,018</b>	<b>60,608</b>	<b>33,988</b>	<b>30,493</b>	<b>31,940</b>	<b>32,738</b>	<b>33,557</b>	<b>34,396</b>	<b>35,256</b>	<b>36,137</b>	
<b>Total capital works expenditure</b>	<b>68,812</b>	<b>103,566</b>	<b>85,608</b>	<b>45,291</b>	<b>43,545</b>	<b>47,378</b>	<b>48,622</b>	<b>49,777</b>	<b>51,021</b>	<b>52,296</b>	<b>53,604</b>	
<b>Represented by:</b>												
New asset expenditure	9,178	13,457	11,957	7,910	13,792	10,567	11,752	12,966	14,210	15,486	16,793	-
Asset renewal expenditure	29,986	32,617	23,755	29,693	21,763	24,736	24,736	24,736	24,736	24,736	24,736	-
Asset expansion expenditure	12,743	29,404	14,750	1,039	667	3,077	3,077	3,077	3,077	3,077	3,077	-
Asset upgrade expenditure	16,205	28,088	38,146	6,649	7,324	8,999	8,999	8,999	8,999	8,999	8,999	-
<b>Total capital works expenditure</b>	<b>68,812</b>	<b>103,566</b>	<b>85,608</b>	<b>45,291</b>	<b>43,545</b>	<b>47,378</b>	<b>48,622</b>	<b>49,777</b>	<b>51,021</b>	<b>52,296</b>	<b>53,604</b>	
<b>Funding sources represented by:</b>												
Grants	15,051	19,351	21,234	8,498	8,873	8,131	8,162	8,194	8,226	8,258	8,291	-
Contributions	584	2,884	200	-	-	-	-	-	-	-	-	-
Council cash	40,637	42,508	62,367	36,793	34,672	44,247	40,400	41,583	42,795	44,038	45,313	-
Borrowings	12,529	38,614	4,807	-	-	-	-	-	-	-	-	-
<b>Total capital works expenditure</b>	<b>68,812</b>	<b>103,566</b>	<b>88,608</b>	<b>45,291</b>	<b>43,545</b>	<b>47,378</b>	<b>48,622</b>	<b>49,777</b>	<b>51,021</b>	<b>52,296</b>	<b>53,604</b>	

### 3.6 Statement of Human Resource

Staff expenditure	2024/25 \$'000	2025/26 \$'000	2026/27 \$'000	2027/28 \$'000	2028/29 \$'000	2029/30 \$'000	2030/31 \$'000	2031/32 \$'000	2032/33 \$'000	2033/34 \$'000	2034/35 \$'000
<b>Staff expenditure</b>											
Employee costs - operating	125,854	130,170	137,632	140,996	146,327	149,694	153,212	156,821	160,522	164,315	168,077
Employee costs - capital	-	-	-	-	-	-	-	-	-	-	-
<b>Total staff expenditure</b>	<b>125,854</b>	<b>130,170</b>	<b>137,632</b>	<b>140,996</b>	<b>146,327</b>	<b>149,694</b>	<b>153,212</b>	<b>156,821</b>	<b>160,522</b>	<b>164,315</b>	<b>168,077</b>

Staff numbers	2024/25 FTE	2025/26 FTE	2026/27 FTE	2027/28 FTE	2028/29 FTE	2029/30 FTE	2030/31 FTE	2031/32 FTE	2032/33 FTE	2033/34 FTE	2034/35 FTE
<b>Staff numbers</b>											
Employees	1,102.9	1,085.0	1,085.0	1,085.0	1,085.0	1,085.0	1,085.0	1,085.0	1,085.0	1,085.0	1,085.0
<b>Total staff numbers</b>	<b>1,102.9</b>	<b>1,085.0</b>	<b>1,085.0</b>	<b>1,085.0</b>	<b>1,085.0</b>	<b>1,085.0</b>	<b>1,085.0</b>	<b>1,085.0</b>	<b>1,085.0</b>	<b>1,085.0</b>	<b>1,085.0</b>

A summary of human resources expenditure categorised according to the organisational structure of Council is included below:

Department	Budget 2025/26 \$'000	Comprises			
		Permanent		Casual	Temporary
		Full Time \$'000	Part time \$'000	\$'000	\$'000
Access Care	22,377	12,002	9,784	591	-
Active Kingston	7,228	3,778	335	3,115	-
Advocacy, Communications & Engagement	2,759	2,759	-	-	-
Arts, Events & Libraries	9,038	5,898	2,279	861	-
City Development	5,137	4,721	416	-	-
City Economy and Innovation	2,692	2,488	204	-	-
City Strategy	2,593	2,362	229	2	-
City Works	4,853	4,642	211	-	-
Compliance and Amenity	4,855	3,159	1,354	341	-
Customer Experience and Corporate Performance	3,098	2,236	862	-	-
Executive Services	3,454	3,389	65	-	-
Family, Youth & Childrens' Services	20,562	10,199	8,615	1,748	-
Finance	2,981	2,640	342	-	-
Governance	1,305	931	374	-	-
Inclusive Communities	4,501	3,659	702	141	-
Information Services & Strategy	4,627	4,515	113	-	-
Infrastructure	6,001	5,511	104	386	-
Municipal Building Surveyor	1,135	1,048	87	-	-
Open Space	8,629	8,629	-	-	-
People and Culture	3,032	2,719	313	-	-
Procurement & Contracts	898	898	-	-	-
Project Management Office	2,619	2,619	-	-	-
Property Services	924	796	128	-	-
<b>Total permanent staff expenditure</b>	<b>125,302</b>	<b>91,600</b>	<b>26,517</b>	<b>7,185</b>	
<b>Other employee related expenditure</b>	<b>4,869</b>				
<b>Total expenditure</b>	<b>130,170</b>				



A summary of the number of full time equivalent (FTE) Council staff in relation to the above expenditure is included below:

Department	Budget 2025/26	Comprises			
		Permanent Full Time	Part time	Casual	Temporary
Access Care	210.3	89.7	120.0	0.6	
Active Kingston	43.1	32.7	5.5	4.9	
Advocacy, Communications & Engagement	21.6	21.0	0.6	-	
Arts, Events & Libraries	81.2	52.2	24.5	4.5	
City Development	45.3	40.8	4.5	-	
City Economy and Innovation	21.2	19.2	2.0	-	
City Strategy	18.4	16.6	1.8	-	
City Works	49.4	47.4	2.0	-	
Compliance and Amenity	55.7	32.0	22.5	1.3	
Customer Experience and Corporate Performance	29.7	20.6	9.1	-	
Executive Services	11.6	11.0	0.6	-	
Family, Youth & Childrens' Services	183.7	90.4	84.8	8.6	
Finance	26.4	24.0	2.4	-	
Governance	9.8	7.0	2.8	-	
Inclusive Communities	36.5	32.0	4.1	0.4	
Information Services & Strategy	39.0	37.8	1.2	-	
Infrastructure	44.9	43.7	0.8	0.3	
Municipal Building Surveyor	9.0	7.0	2.0	-	
Open Space	92.0	92.0	-	-	
People and Culture	23.8	20.6	3.2	-	
Procurement & Contracts	7.0	7.0	-	-	
Project Management Office	18.0	18.0	-	-	
Property Services	7.4	6.0	1.4	-	
<b>Total staff</b>	<b>1,085.0</b>	<b>768.7</b>	<b>295.7</b>	<b>20.6</b>	<b>-</b>

**3.7 Planned Human Resource Expenditure**

	2025/26 \$'000	2026/27 \$'000	2027/28 \$'000	2028/29 \$'000	2029/30 \$'000	2030/31 \$'000	2031/32 \$'000	2032/33 \$'000	2033/34 \$'000	2034/35 \$'000
<b>Customer &amp; Corporate Support</b>										
Permanent - Full time	16,550	17,499	17,927	18,605	19,033	19,480	19,939	20,410	20,892	21,370
Women	10,038	10,613	10,873	11,284	11,543	11,815	12,093	12,378	12,671	12,961
Men	5,605	5,926	6,071	6,301	6,446	6,597	6,753	6,912	7,075	7,237
Persons of self-described gender	-	-	-	-	-	-	-	-	-	-
Vacant positions	491	519	531	552	564	578	591	605	619	634
New positions	417	441	452	469	480	491	502	514	526	538
Permanent - Part time	1,726	1,825	1,870	1,941	1,985	2,032	2,080	2,129	2,179	2,229
Women	1,468	1,552	1,590	1,650	1,688	1,728	1,769	1,811	1,853	1,896
Men	258	273	280	290	297	304	311	318	326	333
Persons of self-described gender	-	-	-	-	-	-	-	-	-	-
Vacant positions	-	-	-	-	-	-	-	-	-	-
New positions	-	-	-	-	-	-	-	-	-	-
<b>Total Customer &amp; Corporate Support</b>	<b>18,277</b>	<b>19,325</b>	<b>19,797</b>	<b>20,545</b>	<b>21,018</b>	<b>21,512</b>	<b>22,019</b>	<b>22,539</b>	<b>23,071</b>	<b>23,599</b>
<b>CFO Office</b>										
Permanent - Full time	4,334	4,582	4,694	4,871	4,984	5,101	5,221	5,344	5,470	5,596
Women	2,589	2,737	2,804	2,910	2,977	3,047	3,119	3,193	3,268	3,343
Men	1,624	1,717	1,759	1,825	1,867	1,911	1,956	2,002	2,049	2,096
Persons of self-described gender	-	-	-	-	-	-	-	-	-	-
Vacant positions	-	-	-	-	-	-	-	-	-	-
New positions	121	128	131	136	139	142	146	149	153	156
Permanent - Part time	470	497	509	528	540	553	566	579	593	607
Women	470	497	509	528	540	553	566	579	593	607
Men	-	-	-	-	-	-	-	-	-	-
Persons of self-described gender	-	-	-	-	-	-	-	-	-	-
Vacant positions	-	-	-	-	-	-	-	-	-	-
New positions	-	-	-	-	-	-	-	-	-	-
<b>Total CFO Office</b>	<b>4,803</b>	<b>5,079</b>	<b>5,203</b>	<b>5,400</b>	<b>5,524</b>	<b>5,654</b>	<b>5,787</b>	<b>5,923</b>	<b>6,063</b>	<b>6,202</b>
<b>Community Strengthening</b>										
Permanent - Full time	31,758	33,578	34,399	35,699	36,521	37,379	38,260	39,163	40,088	41,006
Women	25,327	26,779	27,433	28,470	29,125	29,810	30,512	31,232	31,970	32,702
Men	5,303	5,607	5,744	5,961	6,098	6,242	6,389	6,540	6,694	6,847
Persons of self-described gender	-	-	-	-	-	-	-	-	-	-
Vacant positions	1,128	1,193	1,222	1,268	1,297	1,328	1,359	1,391	1,424	1,457
New positions	-	-	-	-	-	-	-	-	-	-
Permanent - Part time	21,381	22,606	23,159	24,034	24,587	25,165	25,758	26,366	26,989	27,607
Women	20,484	21,658	22,187	23,026	23,556	24,110	24,678	25,260	25,857	26,449
Men	701	741	759	788	806	825	845	865	885	905
Persons of self-described gender	-	-	-	-	-	-	-	-	-	-
Vacant positions	196	207	212	220	225	231	236	242	247	253
New positions	-	-	-	-	-	-	-	-	-	-
<b>Total Community Strengthening</b>	<b>53,138</b>	<b>56,185</b>	<b>57,558</b>	<b>59,734</b>	<b>61,108</b>	<b>62,545</b>	<b>64,018</b>	<b>65,529</b>	<b>67,077</b>	<b>68,613</b>
<b>Infrastructure and Open Space</b>										
Permanent - Full time	25,179	26,622	27,273	28,304	28,955	29,636	30,334	31,050	31,784	32,511
Women	9,422	9,962	10,205	10,591	10,835	11,089	11,351	11,619	11,893	12,165
Men	14,487	15,318	15,692	16,285	16,660	17,052	17,453	17,865	18,287	18,706
Persons of self-described gender	82	87	89	92	94	96	99	101	103	106
Vacant positions	1,101	1,164	1,192	1,238	1,266	1,296	1,326	1,358	1,390	1,421
New positions	87	92	95	98	100	103	105	108	110	113
Permanent - Part time	650	688	704	731	748	765	783	802	821	840
Women	626	662	678	704	720	737	754	772	790	808
Men	24	26	27	28	28	29	29	30	31	32
Persons of self-described gender	-	-	-	-	-	-	-	-	-	-
Vacant positions	-	-	-	-	-	-	-	-	-	-
New positions	-	-	-	-	-	-	-	-	-	-
<b>Total Infrastructure and Open Space</b>	<b>25,829</b>	<b>27,310</b>	<b>27,978</b>	<b>29,035</b>	<b>29,703</b>	<b>30,401</b>	<b>31,118</b>	<b>31,852</b>	<b>32,604</b>	<b>33,351</b>
<b>Planning and Place</b>										
Permanent - Full time	13,779	14,569	14,925	15,489	15,845	16,218	16,600	16,992	17,393	17,791
Women	6,591	6,968	7,139	7,409	7,579	7,757	7,940	8,127	8,319	8,510
Men	6,553	6,928	7,098	7,366	7,535	7,713	7,894	8,081	8,272	8,461
Persons of self-described gender	-	-	-	-	-	-	-	-	-	-
Vacant positions	583	616	631	655	670	686	702	718	735	752
New positions	53	56	57	59	61	62	64	65	67	68
Permanent - Part time	2,290	2,421	2,480	2,574	2,633	2,695	2,759	2,824	2,891	2,957
Women	2,220	2,347	2,404	2,495	2,552	2,612	2,674	2,737	2,802	2,866
Men	70	75	76	79	81	83	85	87	89	91
Persons of self-described gender	-	-	-	-	-	-	-	-	-	-
Vacant positions	-	-	-	-	-	-	-	-	-	-
New positions	-	-	-	-	-	-	-	-	-	-
<b>Total Planning and Place</b>	<b>16,069</b>	<b>16,990</b>	<b>17,405</b>	<b>18,063</b>	<b>18,479</b>	<b>18,913</b>	<b>19,359</b>	<b>19,816</b>	<b>20,284</b>	<b>20,748</b>
<b>Total permanent staff</b>	<b>118,117</b>	<b>124,888</b>	<b>127,941</b>	<b>132,777</b>	<b>135,833</b>	<b>139,025</b>	<b>142,300</b>	<b>145,658</b>	<b>149,100</b>	<b>152,513</b>
<b>Casuals, temporary and other expenditure</b>	<b>12,053</b>	<b>12,744</b>	<b>13,056</b>	<b>13,549</b>	<b>13,861</b>	<b>14,187</b>	<b>14,521</b>	<b>14,864</b>	<b>15,215</b>	<b>15,563</b>
<b>Total staff expenditure</b>	<b>130,170</b>	<b>137,632</b>	<b>140,996</b>	<b>146,327</b>	<b>149,694</b>	<b>153,212</b>	<b>156,821</b>	<b>160,522</b>	<b>164,315</b>	<b>168,077</b>

	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE
<b>Customer &amp; Corporate Support</b>										
Permanent - Full time	117.4	117.4	117.4	117.4	117.4	117.4	117.4	117.4	117.4	117.4
Women	72.6	72.6	72.6	72.6	72.6	72.6	72.6	72.6	72.6	72.6
Men	38.0	38.0	38.0	38.0	38.0	38.0	38.0	38.0	38.0	38.0
Persons of self-described gender	-	-	-	-	-	-	-	-	-	-
Vacant positions	2.4	2.4	2.4	2.4	2.4	2.4	2.4	2.4	2.4	2.4
New positions	4.4	4.4	4.4	4.4	4.4	4.4	4.4	4.4	4.4	4.4
Permanent - Part time	18.1	18.1	18.1	18.1	18.1	18.1	18.1	18.1	18.1	18.1
Women	15.4	15.4	15.4	15.4	15.4	15.4	15.4	15.4	15.4	15.4
Men	2.7	2.7	2.7	2.7	2.7	2.7	2.7	2.7	2.7	2.7
Persons of self-described gender	-	-	-	-	-	-	-	-	-	-
Vacant positions	-	-	-	-	-	-	-	-	-	-
New positions	-	-	-	-	-	-	-	-	-	-
<b>Total Customer &amp; Corporate Support</b>	<b>135.5</b>	<b>135.5</b>	<b>135.5</b>	<b>135.5</b>	<b>135.5</b>	<b>135.5</b>	<b>135.5</b>	<b>135.5</b>	<b>135.5</b>	<b>135.5</b>
<b>CFO Office</b>										
Permanent - Full time	37.0	37.0	37.0	37.0	37.0	37.0	37.0	37.0	37.0	37.0
Women	23.0	23.0	23.0	23.0	23.0	23.0	23.0	23.0	23.0	23.0
Men	13.0	13.0	13.0	13.0	13.0	13.0	13.0	13.0	13.0	13.0
Persons of self-described gender	-	-	-	-	-	-	-	-	-	-
Vacant positions	-	-	-	-	-	-	-	-	-	-
New positions	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Permanent - Part time	3.8	3.8	3.8	3.8	3.8	3.8	3.8	3.8	3.8	3.8
Women	3.8	3.8	3.8	3.8	3.8	3.8	3.8	3.8	3.8	3.8
Men	-	-	-	-	-	-	-	-	-	-
Persons of self-described gender	-	-	-	-	-	-	-	-	-	-
Vacant positions	-	-	-	-	-	-	-	-	-	-
New positions	-	-	-	-	-	-	-	-	-	-
<b>Total CFO Office</b>	<b>40.8</b>	<b>40.8</b>	<b>40.8</b>	<b>40.8</b>	<b>40.8</b>	<b>40.8</b>	<b>40.8</b>	<b>40.8</b>	<b>40.8</b>	<b>40.8</b>
<b>Community Strengthening</b>										
Permanent - Full time	264.3	264.3	264.3	264.3	264.3	264.3	264.3	264.3	264.3	264.3
Women	206.4	206.4	206.4	206.4	206.4	206.4	206.4	206.4	206.4	206.4
Men	48.9	48.9	48.9	48.9	48.9	48.9	48.9	48.9	48.9	48.9
Persons of self-described gender	-	-	-	-	-	-	-	-	-	-
Vacant positions	9.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0
New positions	-	-	-	-	-	-	-	-	-	-
Permanent - Part time	233.3	233.3	233.3	233.3	233.3	233.3	233.3	233.3	233.3	233.3
Women	224.5	224.5	224.5	224.5	224.5	224.5	224.5	224.5	224.5	224.5
Men	7.2	7.2	7.2	7.2	7.2	7.2	7.2	7.2	7.2	7.2
Persons of self-described gender	-	-	-	-	-	-	-	-	-	-
Vacant positions	1.7	1.7	1.7	1.7	1.7	1.7	1.7	1.7	1.7	1.7
New positions	-	-	-	-	-	-	-	-	-	-
<b>Total Community Strengthening</b>	<b>497.6</b>	<b>497.6</b>	<b>497.6</b>	<b>497.6</b>	<b>497.6</b>	<b>497.6</b>	<b>497.6</b>	<b>497.6</b>	<b>497.6</b>	<b>497.6</b>
<b>Infrastructure and Open Space</b>										
Permanent - Full time	233.8	233.8	233.8	233.8	233.8	233.8	233.8	233.8	233.8	233.8
Women	85.8	85.8	85.8	85.8	85.8	85.8	85.8	85.8	85.8	85.8
Men	136.0	136.0	136.0	136.0	136.0	136.0	136.0	136.0	136.0	136.0
Persons of self-described gender	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Vacant positions	10.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0
New positions	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Permanent - Part time	8.3	8.3	8.3	8.3	8.3	8.3	8.3	8.3	8.3	8.3
Women	7.2	7.2	7.2	7.2	7.2	7.2	7.2	7.2	7.2	7.2
Men	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3
Persons of self-described gender	-	-	-	-	-	-	-	-	-	-
Vacant positions	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7
New positions	-	-	-	-	-	-	-	-	-	-
<b>Total Infrastructure and Open Space</b>	<b>242.1</b>	<b>242.1</b>	<b>242.1</b>	<b>242.1</b>	<b>242.1</b>	<b>242.1</b>	<b>242.1</b>	<b>242.1</b>	<b>242.1</b>	<b>242.1</b>
<b>Planning and Place</b>										
Permanent - Full time	115.2	115.2	115.2	115.2	115.2	115.2	115.2	115.2	115.2	115.2
Women	59.6	59.6	59.6	59.6	59.6	59.6	59.6	59.6	59.6	59.6
Men	51.0	51.0	51.0	51.0	51.0	51.0	51.0	51.0	51.0	51.0
Persons of self-described gender	-	-	-	-	-	-	-	-	-	-
Vacant positions	3.6	3.6	3.6	3.6	3.6	3.6	3.6	3.6	3.6	3.6
New positions	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Permanent - Part time	33.1	33.1	33.1	33.1	33.1	33.1	33.1	33.1	33.1	33.1
Women	31.5	31.5	31.5	31.5	31.5	31.5	31.5	31.5	31.5	31.5
Men	1.6	1.6	1.6	1.6	1.6	1.6	1.6	1.6	1.6	1.6
Persons of self-described gender	-	-	-	-	-	-	-	-	-	-
Vacant positions	-	-	-	-	-	-	-	-	-	-
New positions	-	-	-	-	-	-	-	-	-	-
<b>Total Planning and Place</b>	<b>148.3</b>	<b>148.3</b>	<b>148.3</b>	<b>148.3</b>	<b>148.3</b>	<b>148.3</b>	<b>148.3</b>	<b>148.3</b>	<b>148.3</b>	<b>148.3</b>
<b>Total permanent staff</b>	<b>1,064.4</b>	<b>1,064.4</b>	<b>1,064.4</b>	<b>1,064.4</b>	<b>1,064.4</b>	<b>1,064.4</b>	<b>1,064.4</b>	<b>1,064.4</b>	<b>1,064.4</b>	<b>1,064.4</b>
<b>Casuals and temporary staff</b>	<b>20.6</b>	<b>20.6</b>	<b>20.6</b>	<b>20.6</b>	<b>20.6</b>	<b>20.6</b>	<b>20.6</b>	<b>20.6</b>	<b>20.6</b>	<b>20.6</b>
<b>Total staff numbers</b>	<b>1,085.0</b>	<b>1,085.0</b>	<b>1,085.0</b>	<b>1,085.0</b>	<b>1,085.0</b>	<b>1,085.0</b>	<b>1,085.0</b>	<b>1,085.0</b>	<b>1,085.0</b>	<b>1,085.0</b>

## 4. Financial Performance Indicators

The following table highlights Council's projected performance across a range of key financial performance indicators. These indicators provide an analysis of Council's 10-year financial projections and should be interpreted in the context of the organisation's objectives and financial management principles.

Indicator	Measure	Notes	Forecast											Trend
			Actual 2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35	
Operating position														
Adjusted underlying result	Adjusted underlying surplus (deficit) / Adjusted underlying revenue		-4.5%	-6.6%	-5.1%	-5.7%	-5.8%	-5.5%	-5.2%	-4.9%	-4.9%	-4.2%	-3.8%	
Liquidity														
Working Capital	Current assets / current liabilities		208.1%	189.9%	151.8%	156.4%	165.7%	172.8%	181.5%	191.9%	202.7%	217.0%	233.6%	
Unrestricted cash	Unrestricted cash / current liabilities		144.8%	126.2%	86.8%	90.1%	98.1%	104.0%	111.6%	120.9%	130.6%	143.9%	159.4%	
Obligations														
Loans and borrowings	Interest bearing loans and borrowings / rate revenue		6.8%	26.6%	27.0%	24.7%	22.4%	20.2%	18.0%	15.9%	13.7%	11.6%	9.6%	
Loans and borrowings	Interest and principal repayments on interest bearing loans and borrowings / rate revenue		0.4%	2.5%	2.6%	2.6%	2.5%	2.4%	2.3%	2.2%	2.2%	2.1%	2.0%	
Indebtedness	Non-current liabilities / own source revenue		10.1%	25.8%	25.1%	22.9%	20.8%	18.8%	16.9%	15.0%	13.1%	11.3%	9.5%	
Asset renewal	Asset renewal and upgrade expense / Asset depreciation		106.8%	136.0%	132.1%	74.4%	57.2%	63.8%	61.5%	59.3%	57.3%	55.4%	53.7%	
Stability														
Rates concentration	Rate revenue / adjusted underlying revenue		63.9%	65.4%	63.9%	64.4%	64.5%	64.9%	65.2%	65.5%	65.8%	66.2%	66.5%	
Rates effort	Rate revenue / CIV of rateable properties in the municipality		0.2%	0.2%	0.2%	0.2%	0.2%	0.3%	0.3%	0.3%	0.3%	0.3%	0.3%	
Efficiency														
Expenditure level	Total expenses/ no. of property assessments		\$3,640	\$3,758	\$3,902	\$4,020	\$4,149	\$4,243	\$4,349	\$4,459	\$4,583	\$4,684	\$4,795	
Revenue level	Total rate revenue / no. of property assessments		\$1,961	\$2,014	\$2,075	\$2,144	\$2,216	\$2,290	\$2,368	\$2,449	\$2,533	\$2,620	\$2,712	

### Key to Forecast Trend:

- + Forecasts improvement in Council's financial performance/financial position indicator
- o Forecasts that Council's financial performance/financial position indicator will be steady
- Forecasts deterioration in Council's financial performance/financial position indicator

## 5. Strategies and Plans

This section describes the strategies and plans that support the 10-year financial projections included to the Financial Plan.

### 5.1 Borrowing Strategy

#### 5.1.1 Current Debt Position

The total amount borrowed as at 30 June 2025 will be \$28.0 million for the new district level aquatic centre, subject to procurement processes.

#### 5.1.2 Future Borrowing Requirements

The following table highlights Council's projected loan balance, including new loans and loan repayments for the 10 years of the Financial Plan.

The total \$56.0 million budgeted across 2024/25, 2025/26 and 2026/27 is to fund the construction of a new Aquatic Facility.

	Forecast / Actual 2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Opening balance	-	12,529	51,143	55,950	55,950	55,950	55,950	55,950	55,950	55,950	55,950
Plus New loans	12,529	38,614	4,807	-	-	-	-	-	-	-	-
Amount of borrowings as at 30 June	12,529	51,143	55,950	55,950	55,950	55,950	55,950	55,950	55,950	55,950	55,950
Less Principal repayment	(559)	(2,872)	(5,527)	(8,328)	(11,283)	(14,401)	(17,690)	(21,159)	(24,820)	(28,682)	(32,756)
Debt outstanding	11,970	48,271	50,423	47,622	44,667	41,549	38,260	34,791	31,130	27,268	23,194

#### 5.1.3 Performance Indicators

The following table highlights Council's projected performance across a range of debt management Performance indicators.

Performance Indicator	Target	Forecast / Actual 2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
		%	%	%	%	%	%	%	%	%	%	%
Loans and borrowings (level of interest bearing loans and borrowings is appropriate to the size and nature of Council's activities)	Loans and borrowings compared to rates Interest bearing loans and borrowings / rate revenue	6.8%	26.6%	27.0%	24.7%	22.4%	20.2%	18.0%	15.9%	13.7%	11.6%	9.6%
Loans and borrowings (level of interest bearing loans and borrowings is appropriate to the size and nature of Council's activities)	Loans and borrowings repayments compared to rates Interest and principal repayments on interest bearing loans and borrowings / rate revenue	0.4%	2.5%	2.6%	2.6%	2.5%	2.4%	2.3%	2.2%	2.2%	2.1%	2.0%
Indebtedness (level of long term liabilities is appropriate to the size and nature of a Council's activities)	Non-current liabilities compared to own-source revenue Non-current liabilities / own source revenue	10.1%	25.8%	25.1%	22.9%	20.8%	18.8%	16.9%	15.0%	13.1%	11.3%	9.5%

Council maintains its loan borrowing within prudent and management limits as demonstrated by the following performance indicators.

#### Total borrowings / Rate revenue

With Council at the end of its loan term, the total borrowings indicator is well within target.

#### Debt servicing / Rate revenue

With Council at the end of its loan term, the debt servicing indicator is well within target.

#### Debt commitment / Rate revenue

With Council at the end of its loan term, the debt commitment indicator is well within target.

#### Indebtedness / Own source revenue

With Council at the end of its loan term, and with leases decreasing in value as their terms complete, the indebtedness indicator is well within target.



## 5.2 Reserves Strategy

### 5.2.1 Current Reserves

#### Asset Replacement Reserve

- Purpose - The Asset Replacement Reserve is an appropriation to partially fund future costs associated with Council's buildings.
- Movements – Transfers from this reserve will be for nominated capital works related to Council Buildings.

#### Asset Development Reserve

- Purpose – This reserve recognises the cash contributions made by developers, pursuant to the requirements of the Subdivision of Land Act.
- Movements – Transfers from this reserve will be for nominated open space purchases and development, and are tied to the catchment area in which the subdivision was occurring.

#### Aged Care Reserve

- Purpose – This reserve holds funds for home care clients who have not fully spent their Linkages package funding.
- Movements – Inflows to the reserve are from home care clients who have not fully spent their Linkages funding, and outflows are reallocated from the reserve when the services are delivered.

#### Foreshore Reserve

- Purpose – The Foreshore Reserve is a reserve created by Council in 2011, designed to accelerate and improve Council's foreshore areas.
- Movements – The annual contributions are an appropriation of surplus based on the previous year's allocation incremented by the rate cap. Outflows from the reserve are used to fund foreshore related projects.

#### Green Wedge Reserve

- Purpose – The Green Wedge Reserve is a reserve created by Council in 2011, designed to accelerate and improve Council's green wedge areas.
- Movements – The annual contributions are an appropriation of surplus based on the previous year's allocation incremented by the rate cap. Outflows from the reserve are used to fund green wedge related projects.

#### Defined Benefits Reserve

- Purpose – The Defined Benefits Reserve is a reserve created by Council in 2014, designed to provide for possible future calls on any unfunded liability of the Local Government Defined Benefits Superannuation Fund.
- Movements – Council has not made any further contributions to this Reserve since 2014/15.

Stormwater Quality Reserve

- Purpose – The Storm Water Quality Reserve is a reserve created by Council in 2017/18, designed to help fund various stormwater improvement projects.
- Movements – Funds are received from development works related to drainage and are used to fund stormwater improvement projects.

Other Reserves

- Purpose – Other Reserves represent contributions received from the community to be used for specific purposes.
- Movements – Funds have been received from the community to be spent on specific projects.

Art Fund Reserves

- 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 2% of project construction cost for Open Space & Building Projects over \$1.0 million in value.

Capex Fund Reserves

- Reserves - implemented as per Council Resolution since financial year 2023/24.

**5.2.2 Reserve Usage Projections**

The table below discloses the balance and annual movement for each reserve over the 10-year life of the Financial Plan.

Appropriation from accumulated surplus is required from years 2025/26 onwards which will form part of the adopted plan. It is a non-cash movement between Reserves and Accumulated Surplus.

Reserves	Forecast	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
	2024-25 \$000's	2025-26 \$000's	2026-27 \$000's	2027-28 \$000's	2028-29 \$000's	2029-30 \$000's	2030-31 \$000's	2031-32 \$000's	2032-33 \$000's	2033-34 \$000's	2034-35 \$000's
Asset Replacement Reserve											
Opening balance	259	259	259	259	259	259	259	259	259	259	259
Transfer to reserve	-	-	-	-	-	-	-	-	-	-	-
Transfer from reserve	-	-	-	-	-	-	-	-	-	-	-
Closing balance	259	259	259	259	259	259	259	259	259	259	259
Asset Development (Open Space)											
Opening balance	25,986	26,574	23,894	11,479	14,253	15,416	10,390	8,476	6,636	4,870	3,179
Transfer to reserve	7,000	7,000	7,070	7,141	7,212	7,284	7,357	7,431	7,505	7,580	7,656
Transfer from reserve	(6,412)	(9,680)	(19,485)	(4,366)	(6,050)	(12,310)	(9,271)	(9,271)	(9,271)	(9,271)	(9,271)
Closing balance	26,574	23,894	11,479	14,253	15,416	10,390	8,476	6,636	4,870	3,179	1,117
Agd Care											
Opening balance	8,698	8,470	8,470	8,470	8,470	8,470	8,470	8,470	8,470	8,470	8,470
Transfer to reserve	-	-	-	-	-	-	-	-	-	-	-
Transfer from reserve	(228)	-	-	-	-	-	-	-	-	-	-
Closing balance	8,470	8,470	8,470	8,470	8,470	8,470	8,470	8,470	8,470	8,470	8,470
Reserves Summary											
Opening balance	34,943	35,303	32,623	20,208	22,983	24,145	19,119	17,205	15,365	13,599	11,908
Transfer to reserve	7,000	7,000	7,070	7,141	7,212	7,284	7,357	7,431	7,505	7,580	7,656
Transfer from reserve	(6,640)	(9,680)	(19,485)	(4,366)	(6,050)	(12,310)	(9,271)	(9,271)	(9,271)	(9,271)	(9,271)
Closing balance	35,303	32,623	20,208	22,983	24,145	19,119	17,205	15,365	13,599	11,908	9,847
Fonshore											
Opening balance	2,562	3,390	2,017	2,882	4,138	4,736	5,976	6,760	7,589	8,463	9,385
Transfer to reserve	1,527	1,572	1,616	1,656	1,697	1,740	1,783	1,828	1,874	1,920	1,968
Transfer from reserve	(698)	(2,946)	(750)	(400)	(1,100)	(500)	(999)	(999)	(999)	(999)	(1,066)
Closing balance	3,390	2,017	2,882	4,138	4,736	5,976	6,760	7,589	8,463	9,385	10,288
Green Wedge											
Opening balance	6,077	6,322	6,407	5,791	3,535	4,531	5,560	5,454	5,382	5,345	5,343
Transfer to reserve	1,166	1,201	1,234	1,264	1,296	1,328	1,362	1,396	1,431	1,466	1,503
Transfer from reserve	(921)	(1,115)	(1,850)	(3,520)	(300)	(300)	(1,468)	(1,468)	(1,468)	(1,468)	(1,334)
Closing balance	6,322	6,407	5,791	3,535	4,531	5,560	5,454	5,382	5,345	5,343	5,512

Reserves												
Restricted / Discretionary	Forecast	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	
	2024-25 \$000's	2025-26 \$000's	2026-27 \$000's	2027-28 \$000's	2028-29 \$000's	2029-30 \$000's	2030-31 \$000's	2031-32 \$000's	2032-33 \$000's	2033-34 \$000's	2034-35 \$000's	
Defined Benefits Call	Discretionary											
	Opening balance	1,000	1,000	-	-	-	-	-	-	-	-	
	Transfer to reserve	-	-	-	-	-	-	-	-	-	-	
	Transfer from reserve	-	(1,000)	-	-	-	-	-	-	-	-	
	Closing balance	1,000	1,000	-	-	-	-	-	-	-	-	
Stormwater Quality	Discretionary											
	Opening balance	4,249	4,249	4,249	4,249	4,249	4,249	4,249	4,249	4,249	4,249	
	Transfer to reserve	-	-	-	-	-	-	-	-	-	-	
	Transfer from reserve	-	-	-	-	-	-	-	-	-	-	
	Closing balance	4,249	4,249	4,249	4,249	4,249	4,249	4,249	4,249	4,249	4,249	
Other Reserves	Discretionary											
	Opening balance	2,410	2,410	2,410	2,410	2,410	2,410	2,410	2,410	2,410	2,410	
	Transfer to reserve	-	-	-	-	-	-	-	-	-	-	
	Transfer from reserve	-	-	-	-	-	-	-	-	-	-	
	Closing balance	2,410	2,410	2,410	2,410	2,410	2,410	2,410	2,410	2,410	2,410	
Art Fund Reserves	Discretionary											
	Opening balance	233	447	910	663	474	505	695	785	889	993	
	Transfer to reserve	850	963	253	112	131	291	513	526	526	433	
	Transfer from reserve	(636)	(500)	(500)	(300)	(100)	(100)	(423)	(423)	(423)	(356)	
	Closing balance	447	910	663	474	505	695	785	889	993	1,096	
CAPEX Fund Reserves	Discretionary											
	Opening balance	1,000	6,300	6,300	-	-	-	-	-	-	-	
	Transfer to reserve	5,300	-	-	-	-	-	-	-	-	-	
	Transfer from reserve	-	-	(6,300)	-	-	-	-	-	-	-	
	Closing balance	6,300	6,300	-	-	-	-	-	-	-	-	
Reserves Summary	Total Discretionary											
	Opening balance	17,531	24,118	23,293	15,995	14,807	16,431	18,890	19,658	20,519	21,460	
	Transfer to reserve	8,842	3,736	3,102	3,032	3,124	3,359	3,658	3,750	3,830	3,913	
	Transfer from reserve	(2,255)	(4,561)	(10,400)	(4,220)	(1,500)	(900)	(2,889)	(2,889)	(2,889)	(2,756)	
	Closing balance	24,118	23,293	15,995	14,807	16,431	18,890	19,658	20,519	21,460	22,484	
Reserves Summary	Restricted & Discretionary											
	Opening balance	52,474	59,421	55,917	36,203	37,790	40,576	38,009	36,864	35,884	35,059	
	Transfer to reserve	15,842	10,736	10,172	10,173	10,336	10,643	11,015	11,181	11,335	11,560	
	Transfer from reserve	(8,895)	(14,241)	(29,885)	(8,586)	(7,550)	(13,210)	(12,160)	(12,160)	(12,160)	(12,160)	
	Closing balance	59,421	55,917	36,203	37,790	40,576	38,009	36,864	35,884	35,059	34,392	

City of Kingston

# DRAFT **REVENUE & RATING PLAN**

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**2025-29**





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## 1. Revenue and Rating Plan

### 1.1. Purpose

The *Local Government Act 2020 (Vic)* ("LGA 2020") requires each council to prepare a Revenue and Rating Plan to cover a minimum period of four years following each Council election. The Revenue and Rating Plan establishes the revenue raising framework within which the Council proposes to work.

The purpose of the Revenue and Rating Plan is to determine the most appropriate and affordable revenue and rating approach for the City of Kingston.

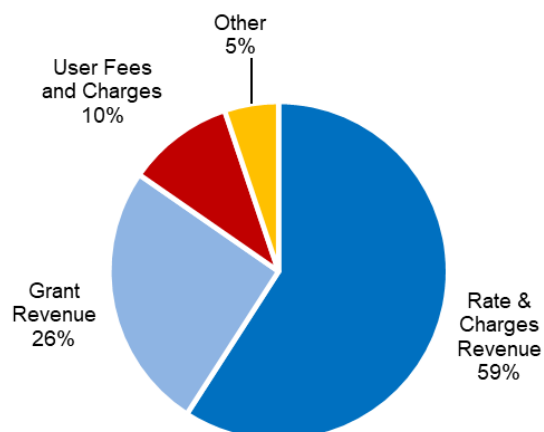
### 1.2. Introduction

Council must raise revenue each year to provide the appropriate services, infrastructure, and support for the Kingston community. The services Council provide are broad and are allocated according to community needs. The major services provided by Council include (but are not limited to):

- Kindergarten, early learning, and children's programs
- Home and community care, and positive ageing programs
- Waste collection and disposal
- Road and street construction, upgrades, and maintenance
- Recreational and leisure facilities and programs
- Community infrastructure construction, upgrades, and maintenance
- Environmental management and services, including vegetation and pest control
- Public health services including food safety and immunisations
- Economic development, Tourism, and local area marketing
- Local laws governance and enforcement
- Statutory and strategic planning services
- Emergency planning and management

The most important sources of revenue to fund these services and infrastructure are:

- General rates
- Government grants
- Fees and charges
- Other



In the Draft Budget 2025/26, income from government grants and fees & charges and other revenue represents 41 per cent of the total revenue required. The balance of 59 per cent is to be obtained from general rates and charges income.

Council's assumptions and approaches to each of the revenue classifications in its Income Statement (Council Annual Budget) are explained within this Plan.

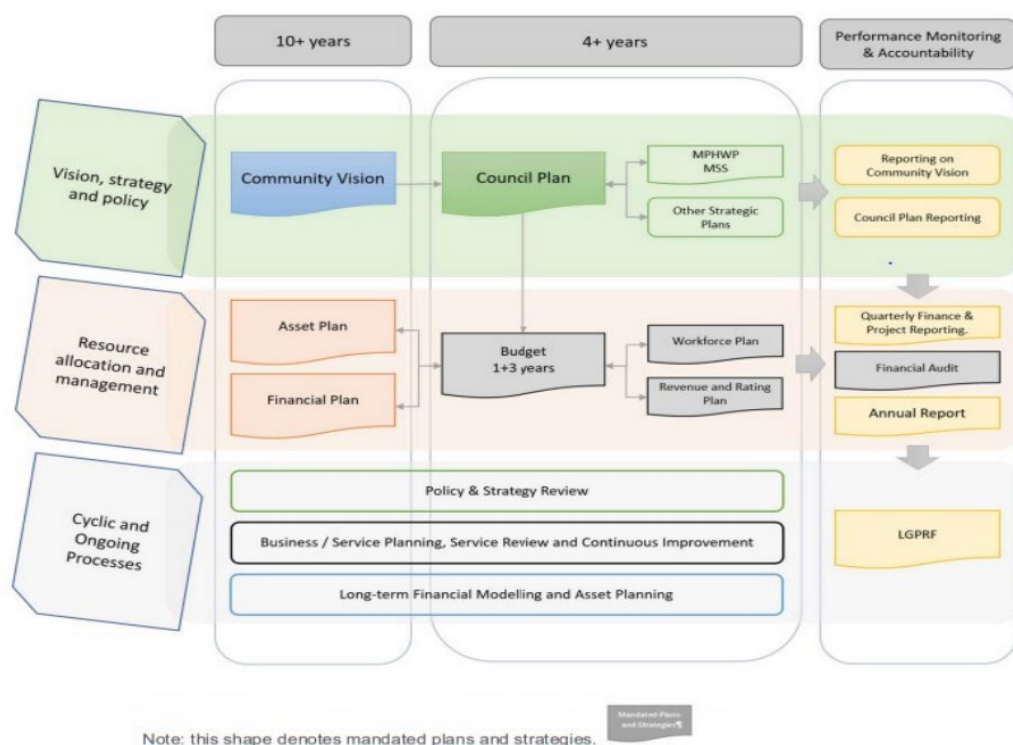
Council's current approach to revenue and rating is to meet the needs for the delivery of the Council Plan, and to ensure Council remains financially sustainable into the future.

### 1.3. Legislative context

Section 93 of LGA 2020 states:

*"A Council must prepare and adopt a Revenue and Rating Plan by the next 30 June after a general election for a period of at least the next 4 financial years."*

The diagram below shows how this Plan sits within the strategic planning framework of Council.



In preparing the Plan, Council has taken into consideration the following other LGA 2020 sections.

#### Section 89 of LGA 2020 - Strategic planning principles

- (1) A Council must undertake the preparation of its Council Plan and other strategic plans in accordance with the strategic planning principles.
- (2) The following are the strategic planning principles—
  - (a) an integrated approach to planning, monitoring and performance reporting is to be adopted;
  - (b) strategic planning must address the Community Vision;
  - (c) strategic planning must take into account the resources needed for effective implementation;
  - (d) strategic planning must identify and address the risks to effective implementation;
  - (e) strategic planning must provide for ongoing monitoring of progress and regular reviews to identify and address changing circumstances.

Section 101 of LGA 2020 – Financial management principles

- (1) The following are the financial management principles—
  - (a) revenue, expenses, assets, liabilities, investments and financial transactions must be managed in accordance with a Council's financial policies and strategic plans;
  - (b) financial risks must be monitored and managed prudently having regard to economic circumstances;
  - (c) financial policies and strategic plans, including the Revenue and Rating Plan, must seek to provide stability and predictability in the financial impact on the municipal community;
  - (d) accounts and records that explain the financial operations and financial position of the Council must be kept.
- (2) For the purposes of the financial management principles, financial risk includes any risk relating to the following—
  - (a) the financial viability of the Council;
  - (b) the management of current and future liabilities of the Council;
  - (c) the beneficial enterprises of the Council.

Section 106 of LGA 2020 - Service performance principles

- (1) A Council must plan and deliver services to the municipal community in accordance with the service performance principles.
- (2) The following are the service performance principles—
  - (a) services should be provided in an equitable manner and be responsive to the diverse needs of the municipal community;
  - (b) services should be accessible to the members of the municipal community for whom the services are intended;
  - (c) quality and costs standards for services set by the Council should provide good value to the municipal community;
  - (d) a Council should seek to continuously improve service delivery to the municipal community in response to performance monitoring;
  - (e) service delivery must include a fair and effective process for considering and responding to complaints about service provision.

## 2. Rates & Charges

Rates and charges are an important source of revenue, accounting for 59% of operating revenue received by Council. The collection of rates is an important factor in funding Council services and infrastructure. The following sections outline the elements Council has considered in adopting its rating framework.

### 2.1. Taxation principles

Council rates are a form of taxation based on property value. They are not a fee for service. Listed below are good practice taxation principles often applied within tax regimes.

#### Wealth tax

The wealth tax principle implies that the rates paid are dependent upon the value of a ratepayer's property and have no correlation to the individual ratepayer's consumption of services or the perceived benefits derived by individual ratepayers from the expenditures funded from rates.

#### Equity

Horizontal equity – ratepayers in similar situations within the City of Kingston should pay similar amounts of rates (ensured mainly by accurate property valuations undertaken in a consistent manner, their classification into homogenous property classes, and the right of appeal against valuation).



Vertical Equity – those who are better off should pay more rates than those worse off (the rationale applies for the use of progressive and proportional income taxation. It implies a “relativity” dimension to the fairness of the tax burden).

### Efficiency

Economic efficiency is measured by the extent to which production and consumption decisions by people are affected by rates.

### Simplicity

How easily a rates’ system can be understood by ratepayers and the practicality and ease of administration.

### Benefit

The extent to which there is a nexus between consumption/benefit and the rate burden.

### Capacity to pay

The capacity of ratepayers or groups of ratepayers to pay rates.

### Diversity

The capacity of ratepayers within a group to pay rates.

The rating challenge for Council is to determine the appropriate balance of competing considerations of all of the above principles. Council’s rating strategy is to adopt the wealth tax, horizontal equity, and simplicity principles, with some capacity to pay principles in place for pensioners.

## 2.2. Fair Go Rates System

In 2015, a system to cap rates was introduced for the 2016/17 financial year. This rates cap is designed to limit the amount of revenue increases a Council can levy through rates.

Each year the Minister for Local Government sets a cap on rate increases based on that period’s Consumer Price Index (“CPI”) and advice from the Essential Services Commission (“ESC”). The decision must be made by 31 December each year to apply to rates for the following financial year.

For the 2025/26 financial year, Council’s total average rate rise has been capped at 3.00%.

Council can apply for a higher cap if it can demonstrate community support and a critical need for spending on services or projects that require a rate rise above the capped amount.

The rate cap limits the total amount a municipal council can increase its rates each year based on the amount it levied in the previous year.

Planning for future rate increases is therefore an essential component of the long-term financial planning process and plays a significant role in funding both additional service delivery and the increasing costs related to providing Council services.

Only the general rates and municipal charges part of a rates bill are subject to the rate cap. All other parts, such as waste charges and other user fees and levies, remain uncapped.

The rate cap applies to Council’s total rate revenue and not individual properties. In many cases, an individual’s rates bill may increase or decrease by more (or less) than the capped rise amount. This may happen because:

- the value of the property has increased or decreased in relation to the value of other properties in the municipality.
- other charges and levies that are not subject to the cap, such as the waste charge, have risen. The capped increases apply to the general rates and municipal charges only.
- the amount of rates levied from properties of that type (residential, commercial or rural) has changed through Council’s application of differential rates.

The Fair Go Rates System constrains Council's ability to deliver the range of services and projects that the Kingston community would like Kingston to deliver on.

Since the introduction of rate capping in 2015, the rate caps have been:

Financial Year	Rate Cap
2016/17	2.50%
2017/18	2.00%
2018/19	2.25%
2019/20	2.50%
2020/21	2.00%
2021/22	1.50%
2022/23	1.75%
2023/24	3.50%
2024/25	2.75%
2025/26	3.00%

### 2.3. Rates burden

A primary objective of all Victorian Local Governments is to ensure the equitable imposition of rates and charges.

The rating system is based on property valuations, these being carried out annually by the Victorian Valuer-General. Rates are based on these valuations. Council has several means by which it can vary the amounts which are levied, including:

- a general rate
- a municipal charge
- differential rates
- service rates and charges
- special rates and charges
- rebates, waivers, deferrals, concessions, and exemptions

Council's rating process is designed to incorporate multiple differential rates, which provides flexibility with our rating system regarding different property types. Council uses capital improved values as the base valuation for the rates being raised. Council's rating approach takes into account several factors, such as:

- the valuation base being the capital improved value (CIV)
- the use of differential rates
- a municipal charge being set and reviewed annually during annual budget process
- The use of rebates for eligible aged pensioners across the municipality
- Subsidised rating of Cultural and Recreational Land

Striking a proper balance between these elements provides equity in the distribution of the rate burden across residents.

### 3. Property valuations

In raising Council rates, Council is required to primarily use the valuation of the rateable property to levy rates.

Section 157 of the *Local Government Act 1989 (Vic)* (LGA 1989) provides Council with three choices in terms of which valuation base to utilise. They are:

- Capital improved valuation – Value of land and improvements upon the land.
- Site value – Value of land only.
- Net annual value – Rental valuation based on capital improved value.

In choosing a valuation base, Council must decide on whether it wishes to adopt a differential rating system (different rates in the dollar for different property categories) or a uniform rating system (same rate in the dollar). If Council was to choose the former, under the LGA 1989 it must adopt either the capital improved valuation or net annual value method of rating.

#### 3.1. Capital improved value

Capital improved value is the most commonly used valuation base by Local Government in Victoria. Based on the value of both land and all improvements on the land, it is generally easily understood by ratepayers as it equates to the market value of the property.

Section 161 of the LGA 1989 provides that a Council may raise any general rates by the application of a differential rate if –

- a) it uses the capital improved value system of valuing land; and
- b) it considers that a differential rate will contribute to the equitable and efficient carrying out of its functions.

Where a Council does not utilise capital improved value, it may only apply limited differential rates in relation to farmland, urban farmland or residential use land in circumstances set out in section 161A of the LGA 1989.

#### Advantages of using capital improved value

Capital improved valuation includes all improvements, and hence is often supported on the basis that it more closely reflects “capacity to pay”. The capital improved value rating method takes into account the full development value of the property, and therefore better meets the equity criteria than site value and net annual value.

With the valuations being set annually, the market values are more predictable.

The concept of the market value of property is more easily understood with capital improved value rather than net annual value or site value.

Makes it easier to compare relative movements in rates and valuations across councils.

The use of capital improved value allows Council to apply differential rates which adds to Council’s ability to equitably distribute the rating burden based on ability to afford Council rates. The capital improved value allows Kingston to apply higher rating differentials to current and former extractive land and lower rating differentials to retirement villages, some heritage properties and agricultural land.

#### Disadvantages of using capital improved value

The main disadvantage with capital improved value is the fact that rates are based on the total property value which may not necessarily reflect the income level of the property owner as with pensioners and low-income earners.

### 3.2. Site value

Site value is based on the valuation of land only. The Site Value is the value of the land only, and assumes the land is vacant with no improvements (such as buildings).

#### Advantages of site value

Scope for possible concessions for urban farm land and residential use land.

#### Disadvantages in using site value

Under site value, there would be a significant rate burden shift from the Industrial/Commercial sector onto the residential sector of Council. The percentage increases in many cases would be in the extreme range.

Site value is a major burden on property owners that have large areas of land. A typical example is flats, units, or townhouses which would all pay lower rates compared to traditional housing styles.

The use of site value can place pressure on Council to give concessions to categories of landowners on whom the rating burden is seen to fall disproportionately (e.g. farm land and residential use properties). Large landowners, such as farmers for example, are disadvantaged using site value.

Site value would reduce Council's rating flexibility and options to deal with any rating inequities due to the removal of the ability to levy differential rates.

### 3.3. Net annual value

Net annual value, in concept, represents the annual rental value of a property. However, in practice, net annual value is closely linked to capital improved value for residential and farm properties. Valuers derive the net annual value directly as 5 per cent of capital improved value. In contrast to the treatment of residential properties and farms, net annual value for commercial and industrial properties are assessed with regard to actual market rental.

#### Advantages of site value

This differing treatment of commercial versus residential properties and farms has led to some suggestions that all properties should be valued on a rental basis.

#### Disadvantages in using site value

Overall, the use of net annual value is not well supported. For residential and farm ratepayers, actual rental values pose some problems. The artificial rental estimate used may not represent actual market value, and means the base is the same as capital improved value but is harder to understand.

Council's chosen valuation basis is capital improved value as it allows greater equity outcomes.

### 3.4. How properties are valued

The *Valuation of Land Act 1960 (Vic)* ("VLA") is the principal legislation in determining property valuations.

Under the VLA the Victorian Valuer-General conducts property valuations on an annual basis. As mentioned above, Council applies a capital improved value to all properties within the municipality to consider the full development value of the property. This basis of valuation considers the total market value of the land including buildings and other improvements. The value of land is always derived by the principle of valuing land for its highest and best use at the relevant time of valuation.

### 3.5. Objections to property valuations

Part 3 of the VLA provides that a property owner may lodge an objection against the valuation of a property or the Australian Valuation Property Classification Code ("AVPCC") within two months of the issue of the original or amended (supplementary) Rates and Valuation Charges Notice ("Rates Notice"), or within four months if the notice was not originally issued to the occupier of the land.

A property owner must lodge their objection to the valuation or the AVPCC in writing to the Valuer-General. Property owners also can object to the site valuations on receipt of their Land Tax Assessment. Property owners can appeal their land valuation within two months of receipt of their Rate Notice (via the Valuer-General) or within two months of receipt of their Land Tax Assessment (via State Revenue Office).

### 3.6. Supplementary valuations

Supplementary valuations are carried out for a variety of reasons including rezoning, subdivisions, amalgamations, renovations, new constructions, extensions, occupancy changes and corrections.

The Victorian Valuer-General is tasked with undertaking supplementary revaluations and advises Council on a monthly basis of valuation and AVPCC changes. Supplementary valuations bring the value of the affected property into line with the general valuation of other properties within the municipality.

Objections to supplementary valuations can be lodged in accordance with Part 3 of the VLA. Any objections must be lodged with the Valuer-General within two months of the issue of the supplementary Rates Notice.

### 3.7. Differential rates

Council makes a further distinction within the property value component of rates based on the purpose for which the property is used, that is, whether the property is used for general purposes (residential, industrial, commercial), agricultural purposes, extractive, retirement, or residential heritage purposes.

This distinction is based on the concept that different property categories should pay a fair and equitable contribution, considering the benefits those properties derive from the local community.

These rates are structured in accordance with the requirements of section 161 'Differential Rates' of the LGA 1989, and the Ministerial Guidelines for Differential Rating. The differential rates are currently set as follows:

- General Rate 100%
- Extractive/Landfill 300%
- Agricultural 80%
- Residential Retirement 90%
- Residential Heritage 90%
- Valuation (Capital Improved Value) x Rate in the Dollar (Differential Rate Type)

Section 161 of the LGA 1989 says:

- (1) A Council may raise any general rates by the application of a differential rate if it uses the capital improved value system of valuing land.
- (2) If a Council declares a differential rate for any of the land, the Council must-
  - a) specify the objectives of the differential rate which must include the following –
    - i. a definition of the types of classes of land which are subject to the rate and a statement of the reasons for the use and level of that rate in relation to those types or classes of land;
    - ii. an identification of the types or classes of land which are subject to the rate in respect of the uses, geographic location (other than location on the basis of whether or not the land is within a specific ward in the Council's municipal district) and planning scheme zoning of the land and the types of buildings situated on it and any other criteria relevant to the rate;
    - iii. if there has been a change in the valuation system, any provision for relief from a rate for certain land to ease the transition for that land; and
  - b) specify the characteristics of the land which are the criteria for declaring the differential rate.



The general objectives of each of the differential rates are to ensure that all rateable land makes an equitable financial contribution to cost of carrying out the functions of Council. There is no limit on the number or types of differential rates that can be levied, but the highest differential rate can be no more than four times the lowest differential rate.

#### **Advantages of a differential rating system**

The advantages of utilising a differential rating system are summarised below:

- There is greater flexibility to distribute the rate burden between all classes of property.
- It allows Council to reflect the unique circumstances of some rating categories where the application of a uniform rate may create an inequitable outcome.
- It allows Council discretion in the imposition of rates to facilitate and encourage appropriate development of its municipal district in the best interest of the community.

#### **Disadvantages of a differential rating system**

The disadvantages in applying differential rating are summarised below:

- The justification of the differential rate can at times be difficult for the various rate paying groups to accept, giving rise to queries, objections, and complaints where the differentials may seem to be excessive.
- Differential rates can be confusing to ratepayers, as they may have difficulty understanding the system. Some rating customers may feel they are being unfavourably treated because they are paying a higher level of rates than other ratepayer groups.
- Differential rating involves a degree of administrative complexity as properties may shift from one type of land use to another (e.g. residential to retirement village land) requiring Council to update its records. Ensuring the accuracy/integrity of Council's data base is critical to ensure that properties are correctly classified into their right category.
- Council may not achieve the objectives it aims for through differential rating. For example, Council may set its differential rate objectives to levy a higher rate on land not developed, however it may be difficult to prove whether the differential rate achieves those objectives.

## **4. Differential rate definitions and objectives**

Council believes each differential rate will contribute to the equitable and efficient carrying out of Council functions. Details of the objectives of each differential rate, the types of classes of land which are subject to each differential rate, and the uses of each differential rate are set out below.

### **4.1. General land**

#### **Characteristics**

General land is any land which does not have the characteristics of agricultural land, extractive and landfill land, retirement village land, or residential heritage land.

#### **Objectives**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the:

- Construction and maintenance of public infrastructure;
- Development and provision of health and community services;
- Provision of general support services; and
- Requirement to ensure that Council has adequate funding to undertake its strategic, statutory, and service provision obligations.

### **Types and classes**

Rateable land having the relevant characteristics described above.

### **Use and level of General Land**

The generated rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the generated rate is the level which Council considers is necessary to achieve the objectives specified above.

### **Geographic location**

Wherever located within the municipal district as amended from time to time.

### **Use of land**

As permitted under the relevant Planning Scheme.

### **Planning Scheme zoning**

The zoning applicable to each rateable land within this category, as determined by consulting maps in the Kingston Planning Scheme.

### **Types of buildings**

All buildings which are now constructed on the land, or which are constructed prior to the expiry of the 202/2 Financial Year.

## **4.2. Agricultural Land**

### **Characteristics**

Agricultural land is land that is:

- used for agricultural purposes;
- having an area of 2 hectares or more; and
- is located outside the Urban Growth Boundary.

### **Objectives**

1. To support and encourage the agricultural use of land in the non-urban areas of the municipality of Kingston to achieve the stated purposes of the Urban Growth Boundary being the development of a sustainable and viable agricultural industry; and
2. To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the:
  - Construction and maintenance of public infrastructure;
  - Development and provision of health and community services;
  - Provision of general support services; and
  - Requirement to ensure that Council has adequate funding to undertake it's strategic, statutory and service provision obligations.

### **Types and classes**

Rateable land having the relevant characteristics described above.

**Use and level of Agricultural Land**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

**Geographic location**

Wherever located within the municipal district outside of the Urban Growth Boundary as shown in the Kingston Planning Scheme.

**Use of land**

Use consistent with the characteristics set out above.

**Planning Scheme zoning**

The zoning applicable to each rateable land within this category, as determined by consulting maps in the Kingston Planning Scheme.

**Types of buildings:**

All buildings which are now constructed on the land, or which are constructed prior to the expiry of the 2024/25 Financial Year.

**4.3. Extractive and Landfill Land****Characteristics**

Extractive and landfill land is land located outside the Urban Growth Boundary that:

- is used for the extraction of natural resources; or
- was previously used for the extraction of natural resources and is not filled; or
- is used as an Environment Protection Authority licensed landfill; or
- is used as a resource recovery centre, recycling depot or transfer station.

**Objectives**

1. To encourage the early rehabilitation of land having the above characteristics; and
2. To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the:
  - construction and maintenance of public infrastructure;
  - development and provision of health and community services;
  - provision of general support services; and
  - requirement to ensure that Council has adequate funding to undertake its strategic, statutory and service provision obligations.

**Types and classes**

Rateable land having the relevant characteristics described above.

**Use and Level of Extractive Landfill Land Rate**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

**Geographic Location**

Wherever located within the municipal district outside of the Urban Growth Boundary as shown in the Kingston Planning Scheme.

**Use of land**

Use consistent with the characteristics set out above.

**Planning Scheme Zoning**

The zoning applicable to each rateable land within this category, as determined by consulting maps in the Kingston Planning Scheme.

**Types of Buildings**

All buildings which are now constructed on the land, or which are constructed prior to the expiry of the 2024/25 Financial Year.

**4.4. Retirement Village Land****Characteristics**

Retirement Village Land is land that is defined under the Retirement Village Act 1986 (Vic).

**Objective**

Guidelines issued by the Valuer-General have disallowed Valuers from making allowances for the constraints imposed by the operation of the Retirement Village Act. It is the opinion of Council that this has led to a proportionately higher statutory valuation for retirement village dwellings occasioning in an inequitable distribution of the municipal rate burden. A differential rate for retirement village dwellings is a recognition of the special nature of this class of land and would assist in the equitable distribution of the rate burden.

**Types and classes**

Rateable land having the relevant characteristics described above.

**Use and Level of Retirement Village Land**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

**Geographic location**

Wherever located within the municipal district.

**Use of land**

Use consistent with the characteristics set out above.

**Planning Scheme zoning**

The zoning applicable to each rateable land within this category, as determined by consulting maps in the Kingston Planning Scheme.

**Types of buildings**

All buildings which are now constructed on the land, or which are constructed prior to the expiry of the 2024/25 Financial Year.

## 4.5. Residential Heritage Land

### Characteristics

Residential heritage sites:

- Are protected in the Kingston Planning Scheme by the Heritage Overlay.
- Can have heritage significance at a local or state level.

### Objectives

1. To support and encourage the retention of heritage listed land; and
2. To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the:
  - Construction and maintenance of public infrastructure;
  - Development and provision of health and community services;
  - Provision of general support services; and
  - Requirement to ensure that Council has adequate funding to undertake its strategic, statutory and service provision obligations.

### Types and classes

Rateable land having the relevant characteristics described above.

### Use and level of Heritage Land

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

### Geographic location

Wherever located within the municipal district.

### Use of land

Use consistent with the characteristics set out above.

### Planning Scheme zoning

The zoning applicable to each rateable land within this category, as determined by consulting maps in the Kingston Planning Scheme.

### Types of buildings

All buildings which are now constructed on the land, or which are added to the Kingston Planning Scheme Heritage Overlay during the 2024/25 Financial Year.



## 5. Municipal charge

Council also levies a municipal charge. The municipal charge is declared for the purpose of covering some of the administrative costs of Council.

Under section 159 of the LGA 1989, Council may declare a municipal charge to cover some of its administrative costs. The legislation is not definitive on what comprises administrative costs and does not require Council to specify what is covered by the charge.

Under the LGA 1989, a Council's total revenue from a municipal charge in a financial year must not exceed 20% of the combined sum total of the Council's total revenue from the municipal charge and the revenue from general rates (total rates).

The application of a municipal charge represents a choice to raise a portion of the rates by a flat fee for all properties, rather than sole use of the capital improved valuation method. The municipal charge applies equally to all properties and is based upon the recovery of a fixed cost of providing administrative services irrespective of valuation. The same contribution amount per assessment to cover a portion of Council's administrative costs can be seen as an equitable method of recovering these costs or regressive in the sense that every rateable property pays this amount regardless of the property value.

## 6. Cultural & Recreational Land

In addition to the LGA 1989, there is also the *Cultural and Recreational Lands Act 1963 (Vic)*. This Act amends the law in relation to the rating of certain lands used for cultural, recreational, sporting activities, and similar purposes.

Under this Act, Council can vary the rates payable to be "any such amount as the municipal council thinks reasonable, having regard to the services provided by Council in relation to such lands and having regard to the benefit to the community derived from such recreational lands."

Refer to Council's adopted [Cultural & Recreational Lands Policy](#).

Council levies 11 properties under this Act.

## 7. Rebates & concessions

Holders of a Pension Centrelink or Veteran Affairs Pension Concession card or a Veteran Affairs Gold card (given to Totally or Permanently Incapacitated (TPI), War Widow, Extreme Disablement Adjustment (EDA), or Prisoners of War (POW) may claim a rebate on their sole or principal place of residence.

Upon initial application, ongoing eligibility is maintained, unless rejected by Centrelink or the Department of Families, Fairness and Housing during the annual verification procedure. Upon confirmation of an eligible pensioner concession status, the pensioner rebate is deducted from the rate account before payment is required by the ratepayer. With regards to new applicants, after being granted a Pensioner Concession Card, pensioners can then apply for the rebate at any time throughout the rating year. Retrospective claims up to a maximum of one previous financial year can be approved by Council on verification of eligibility criteria, for periods prior to these claims may be approved by the relevant government department.

There are two rebates available to Kingston eligible pensioners –

- the State Government rebate (2025/26 – not yet released, 2024/25 – \$259.50; 2023/24 – \$253.20), and
- Kingston's additional pensioner rate rebate (2025/26 – \$127.00 not yet determined, 2024/25 - \$123.30; 2023/24 - \$120.00).

## 8. Special Rate and Special Charge

The LGA 1989 recognises that councils need help to provide improved infrastructure for their local communities. Legislation allows councils to pass on the cost of capital infrastructure to the owner of a property that generally receives a unique benefit from the construction works.

The technical explanation of a special rate or special charge comes from legislation (the LGA 1989). These charges allow councils to recover the cost of works from property owners who will gain special benefit from that work.

The purposes for which special rates and special charges may be used include (but are not limited to) road construction, kerb and channelling, footpath provision, drainage, and other capital improvement projects.

Before declaring a special charge scheme, the Council must comply with the requirements of the LGA 1989 as well as any Ministerial Guidelines.

According to section 163(1) of the LGA 1989, a council may declare a special rate, a special charge or a combination of both only for the purposes of –

- (a) defraying any expenses; or
- (b) repaying (with interest) any advance made to or debt incurred or loan raised by the Council

*“in relation to the performance of a function or the exercise of a power of the Council, if the Council considers that the performance of the function or the exercise of the power is or will be of special benefit to the persons required to pay the special rate or special charge.”*

The special rates and charges provisions are flexible and can be used to achieve a wide range of community objectives. The fundamental principle of special rates and charges is to ensure an additional benefit applies to those being levied. For example, they could be used to fund co-operative fire prevention schemes. This would ensure that there were no non-contributors reaping the benefits but not contributing to fire prevention. Landscaping and environmental improvement programs that benefit small or localised areas could also be funded using special rates or charges.

Council has successfully used special charge schemes in the past and is likely to continue to do so.

## 9. Service Rates & Service Charges

Section 162 of the LGA 1989 provides Council with the opportunity to declare a service rate or an annual service charge or any combination of such rate and charge for any of the following services:

- The provision of a water supply
- The collection and disposal of refuse
- The provision of sewerage services
- Any other prescribed service (as prescribed by regulations).

Council currently applies a service charge for the collection and disposal of refuse on urban properties (compulsory) and rural properties (optional) and for providing waste services for the municipality. Council retains the objective of setting the service charge for waste at a level that seeks to recover the cost of its waste services.

The waste service charge is not capped under the Fair Go Rates legislation.

## 10. Fire Services Levy

In 2012, the Victorian State Government passed the *Fire Services Property Levy Act 2012 (Vic)*. This Act requires a fire levy to be collected by Council from ratepayers. Previously this was collected through building and property insurance premiums.

The Fire Services Property Levy helps fund services provided by Fire Rescue Victoria (FRV) and all levies collected by Council are passed through to the State Government.

The Fire Services Property Levy is based on two components, a fixed charge, and a variable charge which is linked to the capital improved value of the property. This levy is not included in the rate cap and increases in the levy are at the discretion of the State Government.

### Changes in 2025/26 – Fire Services Property Levy

Victorian State Government – Treasury & Finance has announced from 1 July 2025, the Fire Services Property Levy (FSPL) will be replaced by the Emergency Services and Volunteers Fund (ESVF).

This initiative will expand funding to support a wider range of emergency services, including VICSES, Triple Zero Victoria, the State Control Centre, Forest Fire Management Victoria, and Emergency Recovery Victoria, in addition to the Country Fire Authority (CFA) and Fire Rescue Victoria (FRV). This will align Victoria's emergency service funding with other states' practices. VICSES volunteers are increasingly responding to more frequent and severe natural disasters in Victoria.

Callouts have risen from 20,000 annually (2009-2013) to 35,000 in recent years. Resources have to be increased to support their vital work and aid community recovery.

### **How the ESVF will work**

Like the FSPL, the ESVF will be calculated based on a fixed charge that varies by property type, and a variable charge based on property value. Pensioners, veterans and single farm enterprises will continue to receive concessions. Every dollar raised will go towards vital life-saving equipment, vehicles, staff, training for volunteers, community education, and recovery support for when Victorians need it most.

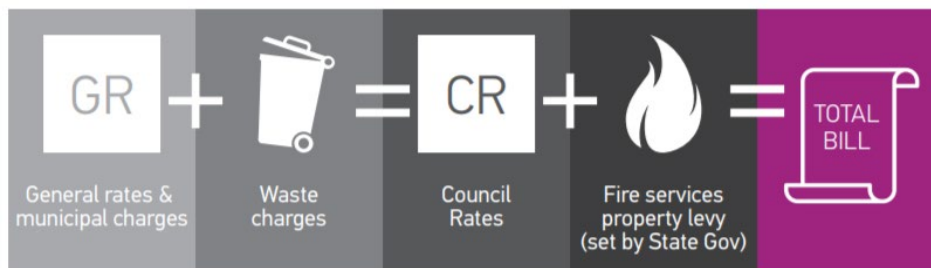
The Emergency Services Victoria Fund (ESVF) will operate on a similar model to the Fire Services Property Levy (FSPL), employing a dual-component calculation. This calculation will comprise a fixed charge, which will vary according to property classification, and a variable charge, directly proportional to the assessed property value. Continuing the established practice, concessions will be maintained for eligible pensioners, veterans, and single farm enterprises, ensuring equitable financial consideration for these groups.

The collection of the ESVF will be administered through local councils, facilitating a streamlined and established collection process.

All revenue generated through the ESVF will be exclusively allocated to the enhancement of vital emergency services. These funds will be directed towards the acquisition of life-saving equipment, procurement of essential vehicles, provision of staffing resources, delivery of comprehensive volunteer training programs, implementation of community education initiatives, and the provision of crucial recovery support services, ensuring Victorians receive the necessary assistance during times of crisis.

## 11. How are my rates calculated?

Your share of the total rate amount is set by the value of your property multiplied by the applicable differential rate in the dollar, plus a municipal charge, a user-pays waste charge and a Fire Services Levy. Your rates bill is made up of the following components:



## 12. Collection and administration of rates

The purpose of this section is to outline the rate payment options, processes, and the support services available to ratepayers facing financial hardship.

### 12.1. Payment options

In accordance section 167 of the LGA 1989 rates can be paid in full by 15 February or, alternatively, ratepayers have the option of paying rates and charges in four instalments. Payments are due on the prescribed dates below.

- 1st Instalment: 30 September
- 2nd Instalment: 30 November
- 3rd Instalment: 28 February
- 4th Instalment: 31 May

Council offers a range of payment options including: in person at Council offices (cheques, money orders, EFTPOS, credit/debit cards and cash), online via Council's ratepayer portal, direct debit (on prescribed instalment due dates or monthly), BPAY, using Australia Post (over the counter, over the phone via credit card and on the internet), instalment payment and by mail (cheques and money orders only).

### 12.2. Interest on arrears and overdue rates

Interest is charged on all overdue rates in accordance with section 172 of the LGA 1989. The interest rate applied is fixed under the *Penalty Interest Rates Act 1983 (Vic)*, which is determined by the Minister and published by notice in the Government Gazette.

The *Local Government Legislative Amendment (Rating and Other Matters) Act 2022* introduced reforms allowing the Minister for Local Government to set the cap for interest rates for unpaid rates and charges. This rate is yet to be announced.

### 12.3. Rates Assistance Policy

It is acknowledged that various ratepayers may experience financial hardship for many reasons and that meeting rate obligations constitutes just one element of a number of difficulties that they are facing.

The purpose of the Rates Hardship Policy is to provide options for ratepayers facing such situations to deal with the situation positively and reduce the strain imposed by financial hardship. Ratepayers may elect to either negotiate a rate payment plan or apply for a rate deferral.

Ratepayers seeking to apply for such provision will be required to submit a Rates Deferral Application or a Rates Payment Arrangement Application which is available at Council's offices, or via the website at [www.kingston.vic.gov.au](http://www.kingston.vic.gov.au).

### Deferred payments

Under Section 170 of the *Local Government Act 1989*, Council may defer the payment of any rate or charge for an eligible ratepayer whose property is their sole place of residency, allowing ratepayers an extended period of time to make payments or alternatively to forestall payments on an indefinite basis until the ratepayer ceases to own or occupy the land in respect of which rates and charges are to be levied.

Deferral of rates and charges are available to all ratepayers who satisfy the eligibility criteria and have proven financial difficulties. Where Council approves an application for deferral of rates or charges, interest will continue to be levied on the outstanding balance of rates and charges but at an interest rate fixed annually by Council. This deferred interest rate will typically be well under the penalty interest rate levied by Council on unpaid rates and charges.

Ratepayers seeking to apply for such provision will be required to submit a Rates Deferment Application form which is available at the council offices, on the Council website or which can be posted upon request.

### Rates Hardship Policy

The Rates Hardship Policy is designed to offer supportive options to ratepayers navigating these difficult situations, aiming to alleviate the stress associated with financial hardship. Ratepayers may choose to pursue either a negotiated rates payment plan or apply for a rates deferral.

### Application Process

Ratepayers seeking to apply for such provision will be required to submit a Rates Deferral Application or a Rates Payment Arrangement Application which is available at Council's offices, or via the website at [www.kingston.vic.gov.au](http://www.kingston.vic.gov.au)

## 12.4. Debt recovery

Council makes every effort to contact ratepayers at their correct address, but it is the ratepayers' responsibility to properly advise Council of their contact details.

Both the vendor and buyer of a property, or their agents (e.g. solicitors and or conveyancers) are required to notify Council by way of a notice of disposition or acquisition of an interest in land.

Council makes every effort to communicate and remind ratepayers via phone call, mail and e-communication of any outstanding rates and applicable payment dates.

In the event that an account becomes overdue, Council will issue an overdue reminder notice which may include accrued penalty interest. In the event that the account remains unpaid, Council may take legal action to recover the overdue amount. All fees and court costs incurred will be recoverable from the ratepayer. If an amount payable by way of rates in respect to land has been in arrears for three years or more, without a payment plan in place, Council may sell the land in accordance with section 181 of the LGA 1989.

## 12.5. Rates & charges summary

In Council's view, the proposed rates and charges framework sets equitable rates, complies with the rate cap set by the Minister for Local Government, and generates the revenue required for Council to deliver its current services and infrastructure needs.



## 13. Non-Rate Revenue

### 13.1. Government grants

Government grants are also an important source of revenue for Council, particularly in relation to capital works projects, and subsidising the cost of many operational services.

Grant income is not, however, guaranteed, and in some instances, Council is unable to deliver on projects if grant income is not forthcoming.

All avenues have been pursued to obtain external grant funds for prioritised services and works, and continued advocacy is ongoing.

### 13.2. Statutory fees & fines

Council's statutory fees and fines are determined by the many fee levels set by Victorian Government and relate mainly to parking infringements and planning related fees & charges.

### 13.3. User fees & charges

Each of Council's services determine their fees and charges based on a number of factors such as benchmarked competitor pricing, direct and or indirect cost recovery, and the capacity of our community to pay for services. For 2025/26, Council has reviewed its fees and charges and either held the fee at the previous year's level or increased the fee with the application of the user pays principle – that is, so far as is possible, the cost of providing a direct service will be met by the fees charged.

A schedule of the current user fees and charges is presented in the annual budget.

Council has proposed to utilise a baseline of 3 per cent, unless benchmarked, for 2025/26 with regard to the increment of fees to cover the increasing cost of delivering its services.

The table below outlines some of the constraints Kingston can experience with setting its user fees & charges.

Area	Type of fee or charge	Examples of constraints
Business & Economic	Planning application fees	Many fee levels set by the Victorian Government
Traffic & Streets	Parking fees & fines	Nil
Recreation & Culture	Leisure Centre fees	Competition from other centres
	Library fees	Basic services free as a condition of State Govt funding
Family & Community	Child care centres	Constraints from funding agreements Competition from other providers
	Maternal & child health	Basic services free as a condition of State Govt funding
Aged & Disabled	HACC services fees	Maximums set by State Govt
Governance	Local Law fees or fines	Some related to penalty units set annually by State Govt.

### 13.4. Contributions

Council will also receive cash contributions from time to time from community groups contributing towards capital projects. This income is not guaranteed and is subject to the capacity of the community group involved in the project.

Council also receives cash contributions for open space reserves. This money is held in trust for specific purpose open space projects.

### 13.5. Other income

Council receives investment income from cash it holds in investment term deposits, until it needs to spend the money on services or projects.

## 14. Community engagement

The Revenue and Rating Plan outlines Council's decision-making process on how revenues are calculated and collected. The following public consultation process was followed to ensure due consideration and feedback is received from relevant stakeholders.

Revenue and Rating Plan community engagement process:

- Proposed Revenue and Rating Plan prepared by officers;
- Proposed Revenue and Rating Plan placed on public exhibition via *Your Kingston Your Say* website for a period of 28 days providing the opportunity to view and submit feedback;
- Review and consideration of public feedback; and
- Proposed Revenue and Rating Plan (with any revisions) presented to the June Council meeting for adoption.

Whilst community engagement is not prescribed for the Plan, Kingston intends to update and release the Plan each year to enhance our community's understanding of how rates work, and how Council's budgeted income is derived on a yearly basis.



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**Draft Budget 2025/26 - Current Financial Hardship Measures**

Item	Department	Team	Fee	Target Group	Reduction for individual users/ taxpayers
1	Active Kingston	Waves	Swim lessons	School Groups	Discounted swim lessons for 15 schools groups across the year. 6 off site education aquatic education sessions provided to local school groups.
2	Active Kingston	Waves	Lane and room hire Cheltenham Swim Club	Cheltenham Swim Club	Discounted lane hire - 30% discount off the standard rate.
3	Active Kingston	Waves	Lane and room hire	Discounted lane and room hire	Discounted room hire and lane hire for Lifesaving Victoria and KidzAid. Discount is based on 30%
4	Active Kingston	Waves	Group entry on lane hire	Discounted group entry on lane hire	15% discount on the standard entry fees. Lane hire charged as per User fees and charges.
5	Active Kingston	Waves	Swim lessons	City of Kingston Sponsorship Program	Partnerships with Youth and Children Services offering complementary swimming lessons for families experiencing hardship. The requested families are referred through the City of Kingston caseworkers.
6	Active Kingston	Waves	Room hire	Maternal Health Team	Deliver approximately 25 New Parent Water Safety Talks through the City of Kingston Maternal Health Team. Complementary room hire for 1 session.
7	Active Kingston	Waves	Swim lessons	Swim School	Mutiple family member discount on 2nd child (10%) and 3 and subsequent (30%)
8	Active Kingston	Waves	Swim lessons	Derrimut Gathering Weelam Place	Water Safety session for our First Nations community. Waves swim teachers deliver the session.
9	Active Kingston	Waves	Daily entry fee	Vic Swim Program	Discounted daily entry fee charged to participants (current rate as of 2025 program \$5.00 per participant – normally \$8.00)
10	Active Kingston	Waves	Community Water Safety Programs	Community Water Safety Programs	These are requested by other council departments to assist with community outreach and to support Councils Health and Wellbeing Plan on Water Safety Education. Current partnerships Supported Playgroup and Community Safety Team. No cost currently charged for Waves services.

Item	Department	Team	Fee	Target Group	Reduction for individual users/ taxpayers
11	Active Kingston	Waves	Aquatic entry fee	Aquatic entry	Discount for concession card, seniors card, students, child swim and Swim Sauna Spa
12	Active Kingston	Waves	Memberships	Senior, student and health care concessions available on Active and Aquatic Memberships	Senior, student and health care concessions available on Active and Aquatic Memberships
13	Active Kingston	Waves	Memberships	Off peak membership offered at a discounted rate (reduced hours weekdays only)	Off peak membership offered at a discounted rate (reduced hours weekdays only)
14	Active Kingston	Waves	Memberships	Teen memberships for 14-17yrs offered at a discounted rate for age-appropriate pricing	Teen memberships for 14-17yrs offered at a discounted rate for age-appropriate pricing
15	Active Kingston	Waves	Memberships	Family memberships available – two adult memberships provide free entry for swimming for up to 2 children	Family memberships available – two adult memberships provide free entry for swimming for up to 2 children
16	Active Kingston	Waves	Memberships	Sales Campaigns	3 new business campaigns per year offering 30% off 12mth Active and/or Aquatic membership products
17	Active Kingston	Waves	Memberships	Corporate & Sports Clubs	Offer 30% off 12mth Active and Aquatic membership products when 5 or more employees or club members join at one time
18	Active Kingston	Waves	Memberships	Kingston Employees	Offer 30% off 12mth Active and Aquatic membership products ongoing with pre-tax salary sacrifice deductions
19	Active Kingston	Waves	Memberships	Seniors Fit Club	Older adult program specifically designed for less active seniors provided on a term basis at a reduced rate



Item	Department	Team	Fee	Target Group	Reduction for individual users/ taxpayers
20	Active Kingston	Waves	Memberships	Active Seniors	All active seniors gym, fitness consultations and group fitness classes provided at a reduced rate to mainstream programs
21	Active Kingston	Waves	Memberships	Disability Clients - SWEAT Program	Program for those with physical or intellectual disabilities that may require a carer to participate, offered at reduced pricing to mainstream programming offered in both aquatic and gym spaces
22	Active Kingston	Waves	Annual member breakfast event	Health & Fitness Members	Annual member breakfast event – free training, giveaways, breakfast and raffle delivered every December
23	Active Kingston	Waves	Special events	Kingston Community - Event Days & Fundraising	Celebration and event days for community inclusivity and wellbeing through group fitness programming – Diwali Lights, IDAHOBIT, Chinese Lunar Year and Men's Health week. Seniors Festival and Spring Fair attendance to deliver free interactive Zumba and Yoga presentations. Fundraising for Good Friday Appeal, Red in Feb Heart Disease, September by Cerebral Palsy Alliance and Push Up challenge for Mental Health
24	Active Kingston	Waves	Donation vouchers	Kingston/Community - Donations for Leisure Centre products/services	By written request and as per Leisure Centre donations policy various donation vouchers are provided to community and sporting groups, schools and kindergartens, Kingston Council etc for events, raffles, fetes, expo's, marketing launches; including free family swims, 3mth memberships and group fitness passes throughout the year.

Item	Department	Team	Fee	Target Group	Reduction for individual users/ taxpayers
25	Active Kingston	Waves	Donations for Leisure Centre products/services	Kingston Community	By written request and as per Leisure Centre donations policy various donation vouchers are provided to community and sporting groups, schools and kindergartens, Kingston Council etc for events, raffles, fetes, expo's, marketing launches; including free family swims, 3mth memberships and group fitness passes throughout the year.
26	Active Kingston	Sport and Recreation	Various discounts	Sports Clubs	Various sports clubs within Kingston offer discounts and support for members for various reasons: (i) Hardships discounts; (ii) Discounts on membership fees and uniforms; (iii) Supporting members from CALD communities; (iv) Various programs to support members and allow all of the community to be a part of their clubs
27	Active Kingston	Sport and Recreation	Discounts for early invoice payment	Seasonal allocation fees	Council has Discounted seasonal allocation fees of 5% for clubs that pay their invoice within 30 days.
28	Active Kingston	Sport and Recreation	Team and membership fees	Team Sports 4 All	Foundation that offers support and programs for low socio-economic families and children. Examples – (i) paying for team and membership fees, uniforms and equipment; (ii) Help create networks for the family and children to connect them into clubs. Sport and Recreation department partner with TS4A and promote their work at the Annual Sports Forum.
29	Active Kingston	Sport and Recreation	Active Kids Voucher Program	Sports Club participants - Children	The State Government through Sport and Recreation Victoria has an 'Active Kids Voucher Program'. Grants are available for children on an Australian Government Health Care Card or Pensioner Concession Card and named on a valid Australian Government Medicare Card

Item	Department	Team	Fee	Target Group	Reduction for individual users/ taxpayers
30	Accesscare	Accesscare	Service fees	Older and vulnerable Kingston residents - 500 residents	Reduction dependent on person's income level and needs; Provision of home and community services regardless of ability to pay through tailored packages, fee reductions, fee waivers and payment arrangements to suit individual needs
31	Family Youth Childrens Services	Family and Children's Centres	Daily fee - Family & Children's Centres	Service users - Approx 500 families	Federal Govt Child Care Subsidy rates high for lower income families. The service is effectively free for vulnerable families. Policies provide for one-off waiving of fees under special circumstances.
32	Family Youth Childrens Services	Family and Children's Centres	Program fees - Outside School Hours Programs	Service users - Approx 400 families	Federal Govt Child Care Subsidy rates high for lower income families. The service is effectively free for vulnerable families. Policies provide for one-off waiving of fees under special circumstances.
33	Family Youth Childrens Services	Family and Children's Centres	Daily fee - Family Day Care	Service users - Approx 190 families	Federal Govt Child Care Subsidy rates high for lower income families. The service is effectively free for vulnerable families. Policies provide for one-off waiving of fees under special circumstances.
34	Inclusive Communities	Community Hubs	Program fees - Community Hubs	Refugee (ineligible for Medicare or pension) - 50 people	100% (Free); Prices are either \$2 or \$5 per program - already heavily subsidised by Council
35	Compliance and Amenity	Local Laws	Full Fee Dog Pensioner	Residents that are pet owners and pensioners - 44 registered dog owners that are pensioners	75% discount - This discount is already offered and is part of budgetted revenue

Item	Department	Team	Fee	Target Group	Reduction for individual users/ taxpayers
36	Compliance and Amenity	Local Laws	Reduced Fee Dog Pensioner	Residents that are pet owners and pensioners - 2,011 registered dog owners that are pensioners	75% discount - This discount is already offered and is part of budgetted revenue
37	Compliance and Amenity	Local Laws	Reduced Fee Cat Pensioner	Residents that are pet owners and pensioners - 933 registered cat owners that are pensioners	75% discount - This discount is already offered and is part of budgetted revenue
38	Compliance and Amenity	Local Laws	Guide dogs & assistant dogs registration fee	Residents that have assistant dogs - vulnerable people	100% discount - This discount is already offered and is part of budgetted revenue
39	Compliance and Amenity	Local Laws	Payment plans for parking and local law fines	Recipients of infringements	No reduction; Ideally pensioner healthcare card and centrelink users
40	City Economy and Innovation	Environmental Health	Applicable annual business registration fee	Any registered business experiencing hardship - 12 businesses	No reduction but payment plans offered; Application in line with Council's Rates Hardship Policy or a proprietor who has one of the following eligible concession cards: <ul style="list-style-type: none"> <li>• Pensioner Concession Card</li> <li>• Health Care Card</li> <li>• Veterans' Affairs Gold Card.</li> </ul>
41	City Economy and Innovation	Environmental Health	Applicable 'Display of goods and signs' fee	All relevant businesses - 6 businesses	No reduction but payment plans offered; Application in line with Council's Rates Hardship Policy or a proprietor who has one of the following eligible concession cards: <ul style="list-style-type: none"> <li>• Pensioner Concession Card</li> <li>• Health Care Card</li> <li>• Veterans' Affairs Gold Card.</li> </ul>
42	City Economy and Innovation	Kingston Business	Applicable 'Parklet permit' fee	All relevant businesses - 2 businesses	No reduction but payment plans offered; On a case-by-case basis as determined by Kingston Business

Item	Department	Team	Fee	Target Group	Reduction for individual users/ taxpayers
43	City Economy and Innovation	Kingston Business	Business networking events	All relevant businesses - 10 businesses	100% discount on applicable fee for event; On a case-by-case basis as determined by Kingston Business
44	City Economy and Innovation	Kingston Business	Business mentor program sessions	All relevant businesses - 10 businesses x 3 sessions each	100% discount on applicable fee for event; On a case-by-case basis as determined by Kingston Business
45	City Development	Vegetation Team	Tree removal applications under Community Local Law	Concession card holders / pensioners	100% discount provided
46	City Development	Vegetation Team	Tree removal applications under Community Local Law	Other people experiencing financial hardship	100% fee waivers or reductions in fees offered.
47	City Development	Statutory Planning	Waivers or reductions in statutory planning application fees	Where an application relates to land used exclusively for charitable purposes	Up to 100% fee waivers or reductions in fees available upon request and upon meeting the requirement of section 20 of the Planning and Environment (Fees) Regulations 2016 part (d)
48	City Development	Statutory Planning	Waivers or reductions in non-statutory planning fees	Upon request, fees relating to extensions of time, secondary consent amendments, request for advice etc.	Up to 100% fee waivers or reductions in fees available upon request.
49	Finance	Rates	Financial Hardship Assistance Rebate	Ratepayers qualifying for financial hardship	Ratepayers qualifying for financial hardship as per Council's Rates Hardship Policy could apply and make a request to not have an increase in general rates year on year from 2024/25 to 2025/26

## **12. Notices of Motion**



## Ordinary Council Meeting

28 April 2025

Agenda Item No: 12.1

### **NOTICE OF MOTION NO. 8/2025 - CR O'DONNELL - TRANSPARENCY AND COUNCILLOR INVOLVEMENT FOR AWARDING GRANTS**

That Council:

1. Acknowledge the substantial concerns around the awarding of grants in June 2024 under the previous Council;
2. Refer the matter and any relevant information to the Local Government Inspectorate for review;
3. Establish a working group of the Mayor, Deputy Mayor and two Councillors to review issues and make recommendations to improve governance in relation to grants, conflicts of interest and other matters. For example: reviewing processes to strengthen conflict of interest declarations to prevent councillors lobbying behind the scenes or 'horse-trading' support for other issues;
4. Note that this working group may consult with and seek advice from relevant integrity agencies, local government peak bodies and legal advice; and
5. Develop online training modules for Councillors with respect to recognising and preventing fraud and corruption, and conflict of interest training, with senior Council staff to also complete such training where appropriate.

Cr Sarah O'Donnell

**Guidance Note**

**Notice of Motion No. 8/2025 – Cr O'Donnell**

**Transparency and Councillor Involvement in Awarding Grants**



**Officer Advice**

A referral to an integrity agency, including the Inspectorate can be done by an individual Councillor, a group of Councillors or by a Council resolution.

In respect to points 2 and 3, it is recommended that Terms of Reference be adopted to guide the working group with clear roles and responsibilities set out. The ability for a working group to review issues is limited, given remit for investigation and associated powers lies with integrity agencies. It is therefore recommended that the working group focus on '*improving governance in relation to grants, conflicts of interest and other matters*'. It is suggested this would consider the current legislative requirements, the Governance Rules and relevant policies.

Consultation and advice from integrity agencies may occur, and it is noted that several reports and resources already exist. Legal advice may be facilitated; however it is preferred this align with established Terms of Reference and not exceed expenditure of \$25,000 as per Governance Rules requirements.

Work is underway for relevant training and development for Councillors, including the mandatory professional development requirements and an e-module regarding fraud and corruption control in relation to community grants. Council staff are already required to complete mandatory fraud and corruption control training every two years.

Author/s: Dan Hogan, General Manager Customer and Corporate Support

Reviewed and Approved By: Peter Bean, Chief Executive Officer

## Ordinary Council Meeting

28 April 2025

Agenda Item No: 12.2

### **NOTICE OF MOTION NO. 10/2025 - CR LAW - MORDIALLOC SHARED USER PATH (UNDERPASS) MEMORANDUM OF UNDERSTANDING**

That Council requests the Local Member for Mordialloc:

1. Secure funding and facilitate the development of a Memorandum of Understanding (MoU) to actively explore, through a design process, what is the best viable alternative solution to the Mordialloc creek stabling yard underpass, connecting Pompei's Landing with the reserves on the other side of the rail corridor, and thus the broader shared user path network; and
2. The MoU make clear the need to have participation from all relevant Government Agencies and Departments who would be required to have input into decision making on a possible alternative solution.

#### **Rationale**

The intention of the motion would be to seek the support of the Victorian Government to agree on a Memorandum of Understanding (MOU) to properly fund and evaluate an alternative design solution to address the closure of the underpass because of the Mordialloc Level Crossing Removal.

This solution would focus on ensuring that the existing shared user path from the Bay Trail and through Pompei's landing is connected 'off road' to the existing established path in the George Woods Reserve.

Cr Tess Law

**Guidance Note**

**Notice of Motion No. 10/2025 – Cr Law**

**Mordialloc Creek Shared User Path (Underpass) Memorandum  
of Understanding**



**Officer Advice**

The Council adopted Urban Design Framework has identified the importance of an off-road link between the Kingston Bay Trail and the inland trail network formed along Mordialloc Creek.

The closure of the underpass by the Level Crossing Removal Project will terminate the path network.

Officers understand that the intention of the Notice of Motion has been the subject of an earlier briefing between the Mayor, Ward Councill and Chief Executive Officer and the Member for Mordialloc. The Notice of Motion formalises the request previously made.

A letter is being prepared to the Member for Mordialloc actioning the intent of the Notice of Motion.

If the letter is sent prior to the Ordinary Council Meeting, Councillors will be advised as this would make the Notice of Motion unnecessary.

Author/s: Jonathan Guttmann, General Manager Planning and Place  
Reviewed and Approved By: Peter Bean, Chief Executive Officer

## Ordinary Council Meeting

28 April 2025

Agenda Item No: 12.3

### **NOTICE OF MOTION NO. 11/2025 - CR LAW - NATURE STRIP RUBBISH DUMPING OUTSIDE OF THE HARD RUBBISH COLLECTIONS**

That Council receive a report that seeks to identify the causes of constant rubbish dumping outside of hard rubbish collection allowances and this report may include Council presenting options to support residents who require the frequent disposal of hard rubbish.

#### **Rationale**

Due to a number of recent concerns raised by local residents regarding frequent hard rubbish dumping on nature strips across Kingston, it is important to obtain insights into contributing factors for the repeated dumping which is causing constant eyesores and ongoing safety hazards.

Cr Tess Law

**Guidance Note**

**Notice of Motion No. 11/2025 – Cr Law**

**Nature Strip Rubbish Dumping Outside of the Hard Rubbish Collections**



**Officer Advice**

Council provides two complimentary booked hard waste collections for residential properties that have a Council waste service, with further collections available for a fee. This enables flexibility for residents to book these collections at a time that suits them, such as at end of lease. This was also intended to minimise the dumping of hard rubbish items in residential areas.

Council currently has multicultural brochures and online information to support residents with the Booked Hard Waste service along with signage in hot spots and notices about dumping. The City Works team undertakes regular proactive inspections across several areas, where all dumped rubbish items are collected every 4 – 8 weeks, or as required, or at known timelines such as in line with university semesters.

The current cost to Council for dumped rubbish is around \$360K per annum with most of the smaller items dumping occurring in residential areas, while green wedge dumping usually involves commercial and industrial items. The cost of landfill disposal in Victoria has doubled in the previous 5 years which has the flow on effect of increasing the cost to dispose all items, contributing to dumping.

There are problem locations in Kingston where habitual dumping occurs, and Local Laws have extensive interactions with these residents. Many of the sites are managed by the Department of Health and Human Services while others are managed by Homes Victoria. Typically, the problem also occurs where there are higher numbers of rental properties.

Compliance and enforcement of dumped rubbish requires a high bar of evidence with either an admission of guilt or the offender recorded performing the dumping. This makes prosecution difficult, while the use of CCTV needs to consider privacy. The Local Laws teams also undertake regular patrols of problem sites with a view to identifying any dumping early and inspecting the contents for potential identification.

This issue will be further considered in the upcoming Waste Strategy, which will be commencing with a Councillor briefing scheduled in May. One of the proposals for discussion involves the possibility of expanding the Booked Hard Waste service for a nominal fee to properties that do not have a Council Waste service. This recognises that many landlords or owners' corporations do not provide appropriate hard waste disposal options.

Author/s: Tim Scott, Team Leader Waste Management

Samantha Krull, General Manager Infrastructure and Open Space

Reviewed and Approved By: Peter Bean, Chief Executive Officer



## Ordinary Council Meeting

28 April 2025

Agenda Item No: 12.4

### **NOTICE OF MOTION NO. 17/2025 - CR WHITE - TOOTAL ROAD, DINGLEY VILLAGE**

That Council:

1. Acknowledges that our community cannot safely access the Hawthorn Football Club site.
2. Provide a traffic report within 28 days on the safest road crossing option for our community including traffic lights at McClures Road. The intent of the report is to ensure our community has a pedestrian crossing and can safely access the Hawthorn Football Club when it opens later this year.
3. Will prioritise the project given its safety risk, to reduce the current timeframe for the delivery of the Tootal Rd drainage and resurfacing upgrade.
4. Report back to Councillors with bi-monthly updates on the progress of this project.

Cr Caroline White

**Guidance Note**

**Notice of Motion No. 17/2025 – Cr White**

**Tootal Road, Dingley Village**



**Officer Advice**

Through ongoing consultation with the Hawthorn Football Club most users are expected to access the Kennedy Community Centre by driving onto the site where there will be sufficient parking. Tootal Rd is safe for all users and meets the obligations in our Road Management Plan (RMP). The opening of the site is not anticipated to change pedestrian movements and vehicle movements will be safely accommodated as guided by the original planning process.

Council officers will complete traffic investigations as part of the ongoing scoping and design for the Tootal Rd upgrade project. It is recommended this is completed when the Kennedy Community Centre is open as vehicle and pedestrian movements can then be accurately measured. A traffic investigation at this stage will not provide an accurate guide to inform future works. This will ensure efficiency of spending and prevent upgrades which may need to be removed or changed when the overall project is delivered. Tootal Rd will continue to be inspected and maintained as required in the RMP which will also provide information about the operational impact of the Kennedy Community Centre.

Minor improvements for pedestrians will be delivered by 30 July 2025. We will continue to look for opportunities to reduce the timeframe of the complete upgrade project.

Further information and updates will be provided to Councillors at project milestones and regular updates will be provided to the Ward Councillor.

Author/s:	James Lenihan, Manager Infrastructure
Reviewed and Approved By:	Michael Eddington, Acting General Manager Infrastructure and Open Space
	Peter Bean, Chief Executive Officer

## Ordinary Council Meeting

28 April 2025

**Agenda Item No: 12.5**

### **NOTICE OF MOTION NO. 18/2025 - CR WHITE - SOCIAL MEDIA**

That Council:

1. Provide social media plans (including a calendar) to Councillors within 14 days.
2. Provide social media procedures which Kingston City Council follows to Councillors within 14 days.
3. Updates its Social Media Policy, dated 7 September 2020 by 30 June 2025.
4. Bring forward the review of the Media and External Communications Policy, dated 14 December 2020 to 1 June 2025.
5. Within 14 days, supply Councillors with a list of Facebook posts from 1 October 2024 to 12 April 2025, including -
  - a) The authority by title who made each post, and the General Manager and Manager responsible.
  - b) The authority by title who moderated each post, and the General Manager and Manager responsible.

Cr Caroline White

**Guidance Note**

**Notice of Motion No. 18/2025 – Cr White**

**Social Media**



**Officer Advice**

Officers have provided the requested information in points 1 and 2.

Work on the policy reviews (points 3&4) is already underway. Review of both the Social Media Policy and the External Communications Policy was discussed at the Governance & Policy Committee (2 February 2025).

Regarding point 5 requesting a list of Facebook posts; a list of posts can be provided within the time frame requested. However, Council is advised that authority and responsibility for the content of social media posts rests with the relevant General Manager of the subject matter, and more generally, the General Manager of Customer & Corporate Support, Dan Hogan. It would not be appropriate to name individual officers for whom accountability does not rest and staffing responsibility lies with the Chief Executive Officer under the Local Government Act 2020.

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

Reviewed and Approved By: Dan Hogan, General Manager Customer and Corporate Support  
Peter Bean, Chief Executive Officer

**Agenda Item No: 12.6**

### **NOTICE OF MOTION NO. 19/2025 - CR HOWE - THOMPSON ROAD TRAFFIC**

That Council:

1. During the pre-election and post-election periods advocate to Federal Election Candidates to improve the known traffic issues on Thompson Road Patterson Lakes at the intersections of Gladesville Boulevard and the Frankston Freeway
2. Begin to advocate to the Victorian State Government via the Carrum MP to improve the known traffic issues on Thompson Road Patterson Lakes from the Freeway intersections to the intersection at Station Street, Carrum and the Carrum Promenade, Carrum
3. Report back to the Ward Councillor bi monthly the advocacy activity

#### **Rationale**

Thompson Road, a State arterial road, running through the suburbs of Carrum and Patterson Lakes has significant daily traffic delays / issues in 3 locations with a 4th pending a development on Thompson Road.

These traffic issues have become a concern for residents in Carrum, Patterson Lakes, Bonbeach and parts of Seaford which in addition the traffic delays to residents do impact on the free movement of the Carrum Fire Brigade located on Thompson Road and other emergency services expecting an expedient route along Thompson Road.

Broadly the issues are:

1. Traffic, each morning, travelling west along Thompson Road and as the traffic must turn right onto the freeway and give way to oncoming traffic is banks up to @ 1.5klm to enter the Frankston freeway and travel north. A new flyover bridge/ lane to deposit the traffic directly onto the freeway will remove this bottleneck.
2. Traffic attempting to reduce their delay in the above by moving into the left lane over the Frankston freeway, travelling into Patterson Lakes to make a 180 degree turn through the roundabout and then traveling east entering the freeway from the left lane of Thompson Road. The impact of this behaviour is a delay in traffic on the west side of the Thompson Road roundabout causing traffic to bank back approx. 150 to 300metres of a morning and also delaying traffic along both sides of Gladesville Boulevard. A flyover bridge as above will reduce this delay.
3. Traffic daily at the intersection of Thompson Road with Station Steet and Nepean Highway. What was once an intersection before the LXRA works, controlling 4 flows of traffic now controls a minimum of 10 combinations of traffic flow. Often the sequence of light is so short only a couple of cars may get through, e.g. from Carrum Promenade, and this leads to drivers running orange and red lights and has result in an increase of accidents.

The impact being traffic:

- banking up along Thompson Road which is travelling west for between 400 metres to 1km of nighttime or weekend mornings.
  - delays for Bonbeach residents turning left from Station Street Carrum into Thompson Road
4. Given the approval for the Patterson Lakes Marina development into a multi story apartment complex which is the last VCAT submission held 224 car spaces with the developer seeking to reduce this to 135 car spaces. This will result in a new flow of traffic, just in front of the bridge between Snapper point drive and Canberra Street, onto Thompson Road causing further delays and possibly requiring a controlled intersection causing even more delays

Cr Chris Howe



**Guidance Note**

**Notice of Motion No. 19/2025 – Cr Howe  
Thompson Road Traffic**



**Officer Advice**

Council officers in the Traffic and Transport team meet with the Department of Transport and Planning (DTP) every two months. Thompson Rd, from the Gladesville Rd Blvd roundabout to the freeway, is a regular agenda item. DTP staff have committed to providing regular updates and planning for the resolution of traffic issues along Thompson Rd.

Following the Councillor Briefing on 14 April, Officers will communicate with major Federal Election Candidates to advocate for improvements to the intersection of Gladesville Boulevard and the Frankston Freeway. Additionally, communication will be made to the State Government MP of Carrum to advocate for these improvements.

Any activity relating to these matters will be reported bi-monthly through the advocacy report.

Author/s: Michael Eddington, Acting General Manager Infrastructure and Open Space  
Tracey Cheeseman, Manager Advocacy, Engagement and Communications

Reviewed and Approved By: Peter Bean, Chief Executive Officer

## Ordinary Council Meeting

28 April 2025

Agenda Item No: 12.7

### **NOTICE OF MOTION NO. 20/2025 - CR HILL - GOVERNANCE INTERNAL REVIEW**

That Council:

1. Where possible, release details of the internal review that has taken place into the events that led to the standing down of a councillor;
2. Develop a robust process for the handling of similar matters in future that incorporates the principles of good governance;
3. Note independent legal advice received thus far and schedule a future legal briefing for all interested Councillors, preferably during the week commencing 19 May 2025, where Councillors will have the opportunity to ask further questions and raise any concerns they feel have not been adequately addressed;
4. Address the level of awareness Council had of the matter, including reports in the media, social media and public questions, and how Council responded;
5. Present a report in response to this Notice of Motion at the May Ordinary Meeting; and
6. Make this report available to the relevant agencies.

Cr Chris Hill

**Guidance Note**

**Notice of Motion No. 20/2025 – Cr Hill**

**Governance Internal Review**



**Officer Advice**

For context, on 9 April 2025, Council issued the following statement:

*“Kingston Councillor Jane Agirtan has been stood down from her role as a Councillor under Section 229 of the Local Government Act (standing down of Councillor charged with offence).*

*As a result, Chicquita Ward Councillor Agirtan must not perform the functions and duties of, or exercise the powers of a councillor, including attending Council meetings, delegated committee meetings or attending Council premises, until the conclusion of the court proceedings.*

*Under the Act, Cr Agirtan is stood down until the outcome of the court proceedings is finalised and next steps can be determined. A timeline for this is not yet known.*

*During this period Council will have 10 Councillors.*

*Community members from Chicquita ward who want to contact a local councillor will be directed to the Mayor.*

*As this matter is before the courts, Council will not be making further comment.”*

As per confidential briefing to Council 22 April 2025, Council has already taken significant action to address the intent and directions of the Notice of Motion as written.

Council sought legal advice in relation to the implications of these events as it pertained to process, internal governance, existing Council resolutions and confidentiality.

The independent legal advice confirmed that no breach of the Local Government Act by Council has occurred, but two previous resolutions of Council require reconsideration by Council. These two items are contained within this April Council Meeting Agenda, discharging this responsibility.

Having been in regular contact with the Local Government Inspectorate, the integrity agency responsible for compliance with the Local Government Act, Council further advised the Local Government Inspectorate in writing of the legal advice, results of an internal investigation and intent to reconsider two resolutions of Council. The Inspectorate have provided a comment which Council has been briefed upon.

Confidentiality provisions apply to this matter, so any formal report to Council would be so bound and heard in confidential session.

Author/s: Dan Hogan, General Manager Customer and Corporate Support  
Reviewed and Approved By: Peter Bean, Chief Executive Officer

## **14. Confidential Items**

## **14 Confidential Items**

This information is confidential information under section 3(1) of the *Local Government Act 2020* and therefore suitable for consideration in closed session. In accordance with the *Local Government Act 2020*, Council may resolve to consider these items in open or closed session.

### **14.1 CEO Performance Matters**

Agenda item *14.1 CEO Performance Matters* is designated confidential:

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

### **RECOMMENDATION**

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

### **14.1 CEO Performance Matters**

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

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