Agenda

Ordinary Council Meeting

Monday, 30th November 2026

Commencing at 6:30pm
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

这是市政府例会议事日程。要寻求有关议事内容的协助，请拨我们的免费口译服务电话131 450

Это повестка собрания муниципалитета. Если вам нужна помощь с какими-либо пунктами повестки, звоните через бесплатную службу переводчиков по тел. 131 450

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 नि:शुल्क 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 يتعلّق بأيّ بندٍ 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

Peter Bean
Chief Executive Officer
Kingston City Council

City of KINGSTON

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.

Notice is given that a Meeting of Kingston City Council will be held at the Council Chamber, 1230 Nepean Highway, Cheltenham at 6:30pm on Monday 23 November 2026.

1. Apologies

2. Confirmation of Minutes of Previous Meetings
Minutes of Ordinary Council Meeting 26 October 2026
Minutes of Special Council Meeting 9 November 2026
Minutes of Annual Statutory Meeting 11 November 2026

3. Foreshadowed Declarations of any Conflict of Interest

4. Petitions

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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

City of KINGSTON

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?

The Council Meeting is live streamed with closed captions. iPads are available for members of the public in the gallery to view the live stream. Please ask a member of staff for a unit prior to the meeting.

Interpreting Service

131 450
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Recording of Meetings

Council Meetings are recorded and streamed live on the internet.

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

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

Minutes

Ordinary Council Meeting

Monday, 26th October 2026

kingston.vic.gov.au

Peter Bean
Chief Executive Officer
Kingston City Council

City of KINGSTON

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The meeting commenced at 7:00 PM in the Council Chamber, 1230 Nepean Highway, Cheltenham.

Present:
Cr Georgina Oxley (Mayor)
Cr Sarah O'Donnell (Deputy Mayor)
Cr Jane Agirtan
Cr Kirralee Ashworth-Collett
Cr Tony Athanasopoulos
Cr Georgia Erevnidis
Cr Chris Hill
Cr Chris Howe
Cr Nikki Kaur
Cr Hadi Saab

In Attendance:
Peter Bean, Chief Executive Officer
Jonathan Guttmann, General Manager Planning and Place
Samantha Krull, General Manager Infrastructure and Open Space
Kate Waters, General Manager Community Strengthening
Matt Wilson, General Manager Customer and Corporate Support
Jaclyn Murdoch, Manager City Development
Kelly Shacklock, Manager Governance, Risk and Integrity
Sharon Lozsan, Team Leader Council Governance
Ellie Lockard, Council Governance Officer
Justin Welsford, Media and Communications Advisor
Tamara Pellas, Executive Assistant to the Mayor and Councillors

1. Apologies

An apology from Cr White was submitted to the meeting.

COUNCIL RESOLUTION

Moved: Cr Agirtan **Seconded: Cr O'Donnell**

That Council receive the apology from Cr White.

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

AGAINST: Nil (0)

CARRIED

2. Confirmation of Minutes of Previous Meetings

COUNCIL RESOLUTION

Moved: Cr O'Donnell **Seconded: Cr Erevnidis**

That Council confirm the Minutes of the Ordinary Council Meeting held on 28 September 2026.

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

AGAINST: Nil (0)

CARRIED

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

Cr Howe foreshadowed a direct material conflict of interest at Item 12.1 Patterson Lakes NOM.

Cr Ashworth-Collett foreshadowed a general conflict of interest at Item 8.2 Community Small Grants Quarterly Report July to September 2026.

Peter Bean foreshadowed a general conflict of interest at Item 14.3 CEO Employment Matters.

4. Petitions

Nil

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

Statement by Chief Executive Officer

The Chief Executive Officer, Peter Bean, addressed the meeting regarding written notice received from Cr White regarding her prospective candidacy for the electoral district of Clarinda in the forthcoming Victorian State Government Election to be held on 28 November 2026.

Councillor Statements

Cr O'Donnell made a statement regarding motions submitted to the MAV State Council meeting on 23 October 2026, and attendance at the 2026 MAV Councillor Service Awards Dinner where Mayor Oxley and Cr Athanasopoulos received awards. Cr O'Donnell also expressed appreciation for Mayor Oxley's leadership during her past two years as Mayor, as this Mayoral term approaches a close.

Cr Erevnidis made a statement regarding the successful Highett Festival held on 17 October 2026 and congratulated all involved.

Cr Athanasopoulos made a statement regarding attendance at the MAV State Council meeting, the Kingston Spring Fair held on 17 October 2026 and action taken to address illegal dumping on Westall Road, Clayton.

COUNCIL RESOLUTION

Moved: Cr Saab **Seconded: Cr O'Donnell**

That Council:

1. Note the advice received from the Chief Executive Officer regarding notice from Cr White of her prospective candidacy for the electoral district of Clarinda in the 2026 Victorian State Government Election to be held on 28 November; and

2. Receive the Councillor statements.

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

AGAINST: Nil (0)

CARRIED

6. Question Time

Question time was held at 7.12pm.

A total of 27 questions were received, with six disallowed under the Governance Rules. Preambles submitted with questions were not read out.

Questions from Sharron

My question is relating to the recent Melaleuca by-election and the allegations of misconduct with the vote.

1. What is the update on that investigation?
2. Why is the new councillor able to sit on council while an investigation is underway?

Response from GM Customer and Corporate Support, Matt Wilson

The Victorian Electoral Commission referred the postal voting irregularities identified in the Melaleuca Ward by-election to the Local Government Inspectorate and applied to the Victorian Civil and Administrative Tribunal for an inquiry into whether the election is valid. These matters sit with those independent bodies, and questions should go to the VEC or the Local Government Inspectorate.

Questions from Ian

Tonight's Council meeting's agenda contains the latest Planning decisions, & I noticed that KP-2026/591 was approved on 15/9/26for the construction of a 2 storey building.

1. Could Council please provide me with the documentation regarding the proposed demolition & construction for Appl # KP-2026/591 for 2 Lawborough Ave, Parkdale, in order that I can investigate that my property remains inhabitable during the development period?
2. Also, could I be provided with contact details of the developer, in order to be able to discuss any concerns rising from the development?

Response from GM Planning and Place, Jonathan Guttman

I would like to thank Ian for his question and appreciate that he also contacted me today to explain the context for his query. The question relates to Item 7.1 on tonight's agenda.

In relation to Planning Application KP-2026/591 the only permit trigger for the application to construct a double storey dwelling on land was the Special Building Overlay. In this instance the application was exempt from public notification.

In speaking to Ian, I reassured him that Council would formally contact South East Water (who is responsible for sewerage) and the adjacent landowner to make sure they are aware of the potential impact on the management of the sewerage connection to his property.

The following 8 questions were grouped together for response:

Questions from Gil

1. How can Council justify putting these new Governance changes to public survey and feedback right now on the Council website (Oct 2026), which aim to ban all questions from the public during general election periods and effectively stop question time at Council meetings at these times, going to improve our Council, when their clear effect is to make it harder for ratepayers to hold Councillors and the executive at Kingston accountable, especially during such election periods?
2. Why would anyone vote yes to allowing this potential censorship of the community's voice?

Questions from Roslyn

1. With regard to the proposed governance changes to remove the ability of the public to put forward questions during question time during a general election, I ask, why treat these questions as a problem that must be shut down rather than as a legitimate exercise of democratic accountability?
2. What has Council to fear from the public asking questions?

Questions from Dominique

1. Does the proposed ban on public questions (and notices of motion) during election periods within the new Governance changes being proposed and advertised online in the Kingston Council website for public feedback, indicate a preference for reduced public questioning rather than robust debate?
2. How does this align with the stated aim of Kingston Council to uphold governance that improves transparency?

Questions from Irina

1. Can Council explain how suspending public question time during elections is consistent with the principles of open and accountable local government, or does this change, which is being currently proposed online in a governance rule change survey on Kingston Council's website, prioritise procedural convenience over public participation?
2. Is this Council strategy of putting this proposed retrograde governance change out to 'consultation' and 'feedback' a way to rubber stamp this governance change through, as having been through the process of public consultation, even though it achieves minimal public support and interaction?

Response from GM Customer and Corporate Support, Matt Wilson

The draft Governance Rules are currently out for community consultation, and Council will receive a further report regarding the feedback received when considering adoption of the next iteration of the Governance Rules.

In terms of the suggestion to pause public questions and notices of motion during an election period, the basis for this is to ensure that Council meetings aren't used, or are seen to be used, as a platform for campaigning or to influence voters. This suggested change also aligns with Council’s Election Period Policy. Public question time is proposed to still be held at every other Ordinary Council Meeting.

Community members can also keep contacting Council through its usual channels at any time.

The following 2 questions were grouped together for response:

Question from Una

Will the Mayor use her role of providing advice to the CEO when the agenda is set, to ensure that important, contentious or controversial items of community interest are placed early in the agenda rather than late, so the public can see and respond to them at a reasonable hour on Council night?

Question from Yvette

Why are items that are important, contentious or of clear community interest repeatedly placed nearly last on the agenda when the Mayor has a statutory role to advise the CEO on agenda setting and the public has a legitimate interest in seeing those matters considered while people are still present or awake?

Response from GM Customer and Corporate Support, Matt Wilson

I confirm that under the *Local Government Act 2020*, the CEO is responsible for setting the agenda in consultation with the Mayor. Agenda items for a City of Kingston Council meeting are grouped by directorate.

Should Council wish to alter the order of business, they may do so by resolution as per Council's Governance Rules.

If there are any suggested improvements, we are always happy to receive that feedback.

The following 3 questions were grouped together for response:

Question from Les Amy

Question in relation to Item 12.1. What has the following items – flood gate maintenance, boat and barge jetty maintenance – got to do with 'beach maintenance'? Those 3 items alone total 341,000 (should be excluded entirely in estimate).

Response from GM Infrastructure and Open Space, Samantha Krull

Floodgate maintenance, jetty maintenance and maintenance of boats and barges relate to the broader management of the Patterson Lakes waterways and are distinct from beach maintenance activities. Specialist boat and barge access is, however, required to undertake beach maintenance in parts of the Tidal Waterways.

Future reports presented to Council will separate direct beach maintenance expenditure from broader waterway infrastructure and operational costs, ensuring financial assessments accurately reflect the services being considered.

Questions from Neil

1. Did the appointment of an external consultant go to public tender?
2. If not, why?

Response from GM Infrastructure and Open Space, Samantha Krull

The Patterson Lakes Beach Maintenance Strategic Review was jointly commissioned by Council and Melbourne Water in 2023. Melbourne Water managed the tender process through which Marsden Jacob Associates was appointed to undertake the independent review on behalf of both organisations.

As Council did not undertake a separate tender process, the procurement of the consultant was managed by Melbourne Water.

Questions from Luke

Re Le Page Park works:

1. Current project status: What is the current status of the rectification works, and what has caused the delay in commencement?
2. Confirmed commencement date: When are works now expected to begin on Ovals 1 and 2?

Response from GM Infrastructure and Open Space, Samantha Krull

Item 9.3 of tonight's agenda considers the Le Page Park – Northern Contract Award. If awarded by Council these works, including ovals 1 & 2, are due to commence in December and take just under 12 months to complete.

We're excited to be delivering these significant sporting and park improvements for local athletes, clubs and the broader community. We acknowledge the disruption construction will cause local sporting clubs and thank the clubs for their patience and valuable input throughout consultation.

Question from Jenny

What can Council do now to stop the overdevelopment of the Kingswood golf course?

Response from GM Planning and Place, Jonathan Guttmann

On the 23rd April, 2025 the Council was notified by the State Department of Transport and Planning that under delegation from the Minister for Planning the delegate had exercised its powers under section 20(4) of the Planning and Environment Act to exempt public notification and prepare and adopt Planning Scheme Amendment C226 to the Kingston Planning Scheme.

The effect of this planning scheme amendment was to amend the Schedule to Clause 72.01 of the Kingston Planning Scheme to make the Minister the responsible authority for determining Planning Permit Applications for the former Kingswood Golf Course land.

Upon informal referral from the State Department of Transport and Planning, the Council then considered a detailed Council Officer assessment of Planning Application PA2503725 for the former Kingswood Golf Course site at its Ordinary Council Meeting on 27th April, 2026. Council resolved that the application before the State Department of Transport and Planning should not be supported in its current form.

Despite the Councils submission a Planning Permit was granted by the delegate of the Minister for Planning on the 21st September, 2026 in its capacity as the Responsible Authority under the Kingston Planning Scheme.

Question from Jenny

Is Nick Stakios still involved in the council?

Response from GM Customer and Corporate Support, Matt Wilson

No, Nick Staikos is not now nor has ever been a Kingston Councillor. Nick Staikos is currently a member of State Parliament.

7. Planning and Place Reports

7.1 Town Planning Application Decisions - September 2026

COUNCIL RESOLUTION

Moved: Cr Saab **Seconded: Cr O'Donnell**

That Council note the report of Town Planning Application Decisions for the month of September 2026.

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

AGAINST: Nil (0)

CARRIED

7.2 KP-2024/634 - 24 Olive Grove, Parkdale

COUNCIL RESOLUTION

Moved: Cr O'Donnell **Seconded: Cr Ashworth-Collett**

That Council determine to support the proposal and issue a Notice of Decision to develop the land for Construction of four (4) two storey dwellings at 24 Olive Grove, Parkdale, subject to the following conditions:

1. Before the development starts, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and generally in accordance with advertised plans, drawing nos. TP01, TP02, dated 14 December 2023, TP03 Rev A, dated 27 Jan 2025, TP04 to TP19 inclusive, TP21 to TP25, all Rev B dated 25 October 2025, and TP20 Rev A dated 20 May 2025, prepared by Joseph Galati Architecture, but modified to show:
   (a) the surface material of all driveways, accessways and car parking spaces nominated in all-weather coloured concrete sealcoat, or similar.
   (b) the provision of minimum 2000 litre rainwater tank clearly nominated for each dwelling with water re-used for toilet flushing;
   (c) the location of all externally located heating and cooling units, exhaust fans and the like.
   (d) The metal canopy (shading device) above the glazed opening to Dwelling 2's living room, in elevation and sections, consistent with the ground floor plan or an alternative external shading device consistent with standard B5-4.
   (e) vehicle crossings must be constructed at a 90 degree alignment with the kerb on Olive Street and all internal driveways must align with the existing / proposed vehicle crossing.
   (f) the internal driveway must be at least 500mm from the side boundary at the front boundary.
   (g) the proposed vehicle crossing must be kept separate from the neighbours vehicle crossing to create a pedestrian refuge of no less than 1 metre wide.
   (h) the crossovers (inclusive of splays) to be designed to allow sufficient room for a 5.4 metre long on-street car parking space in front of the site

(i) splay areas within proximity of driveways notated to remain clear in accordance with Clause 52.06-9

(j) the provision of an amended landscape plan in accordance with the submitted Landscape Plan prepared by Etched (Date: 18.06.2025) with such plans to be prepared by a suitably qualified landscape professional to the satisfaction of the responsible authority and incorporating:

i) Clearly illustrate and label all trees to be removed on the site;

ii) Notes regarding site preparation, including installation of permeable driveway and paving and root sensitive installation of fencing where required for Dwelling 1 and any specific maintenance requirements;

iii) Sectional details of permeable driveway surface and paving to be illustrated to scale and notation including materials and dimensions;

iv) Tree protection measures including for street trees accurately drawn to scale and labelled as per the endorsed Tree Protection Specifications and Tree Protection Plan;

v) *Noting the variation to standard B2-7 of the Kingston Planning Scheme, provision of additional tree canopy within the site, either through the reduction in building footprints or change to the perimeter and driveway planting, including consideration of species, size and location;*

(k) the location of tree protection measures illustrated to scale and labeled on the Proposed Demolition Plan and Ground Floor Plan as per the endorsed Tree Protection Specifications and Tree Protection Plan

(l) any changes as required by Condition 5.

(m) any amendments required by Condition 11 (waste management plan).

(n) any amendments required by Condition 13 (sustainable design assessment).

(o) *seeds from Tree 5 Argyrodendron trifoliolatum (White Booyong) are to be collected prior to the removal of the tree by the project arborist and then cleaned, dried and stored in an air tight container in a cool area away from direct sunlight by the land owner or person nominated by the land owner and provided to Council's Open Space Team.*

Endorsed Plans

2. The development as shown on the endorsed plans must not be altered without the prior written consent of the responsible authority.

3. The landscaping shown on the endorsed plans must be maintained to the satisfaction of the responsible authority, including that any dead, diseased or damaged plants are to be replaced

Trees to be retained

4. The retention of T1- *Washingtonia robusta* (Mexican Fan Palm), T3- *Argyrodendron trifoliolatum* (White Booyong), T7- *Citrus x sinensis* (Sweet Orange), T8- *Melaleuca styphelioides* (Prickly-leaved Paperbark) located along the southern boundary and T18- *Archontophoenix cunninghamiana* (Bangalow Palm) located in the south-east corner of the property.

Tree Protection Specifications and Tree Protection Specifications

5. Concurrent with the endorsement of plans, Tree Protection Specifications and a Tree Protection Plan prepared by a suitably qualified arborist in accordance with AS4970-2025, must be submitted to and be endorsed by the responsible authority and incorporating:

   (a) Tree Protection Specifications (written report) must provide details of:
      i) Any non-destructive root investigation undertaken to determine the location and distribution of roots of trees nominated on the Tree Protection Plan.
      ii) Proposed footings and construction methods for any buildings or structures within the Notional Root Zone nominated on the Tree Protection Plan.
      iii) How excavation impacts, including soil level changes, on trees to be retained will be managed.
      iv) How the canopy of trees nominated on the Tree Protection Plan will be protected.
      v) Any other measures required to demonstrate the successful ongoing retention and viability post-construction of any trees nominated on the Tree Protection Plan.

   (b) A Tree Protection Plan (scale drawing) must provide details of:
      i) The Notional Root Zone and Structural Root Zone, calculated in accordance with AS4970-2025, for all trees to be retained on the site and for all trees on neighbouring properties where the Notional Root Zone falls partially within the subject site.
      ii) Tree protection fencing, or ground protection where required, provided in accordance with AS4970-2025.
      iii) Stages of development at which inspections are required to ensure tree protection measures are adhered to must be specified.
      iv) Appropriate signage on any tree protection fencing prohibiting access, excavation, changes in soil levels, or any storage within the Notional Root Zone accordance with AS4970-2025 unless with the prior written consent and under the direct supervision of the consulting arborist.
      v) Maintenance of the area(s) within the Tree Protection Zone in accordance with AS4970-2025.
      vi) Any pruning to be undertaken being in accordance with AS4373-2007.
      vii) A notation to refer to the Tree Protection Specifications.

6. All protection measures identified in the Tree Protection Specifications must be implemented, and development works undertaken on the land must be undertaken in accordance with the Tree Protection Specifications and Tree Protection Plan, to the satisfaction of the responsible authority.
7. Prior to the commencement of works, the name and contact details of the project arborist responsible for implementing the Tree Protection Specifications and Tree Protection Plan must be submitted to the responsible authority.

Street Trees

8. Tree Protection Fencing is to be established around the street tree 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 and relocated only as required during the preparation of the installation of the Dwelling 1 crossover.

(c) All works within the Notional Root Zone of the street tree must carried out by or under the supervision of the nominated project arborist and in accordance with he endorsed Tree Protection Specifications and Tree Protection Plan.

Drainage and Water Sensitive Urban Design

9. Unless with the prior written consent of the responsible authority, before the development commences, the following Integrated Stormwater Management documents must be prepared, by a suitably qualified person, to the satisfaction of the responsible authority:

(a) Stormwater Management/drainage (drainage) Plan(s) must be prepared, with supporting computations, showing the stormwater (drainage) works to the nominated point of discharge. The plan(s) must show all details of the proposed stormwater (drainage) works including all existing and proposed features that may have impact on the stormwater (drainage) works, including landscaping details.

(b) The Stormwater Management (drainage) Plan must address the requirements specified within Council's "Civil Design requirements for Developers – Part A: Integrated Stormwater Management".

(c) A Blue Factor modelling report with results demonstrating water sensitive urban design treatments that achieve Victorian best practice objectives with a minimum 100% rating must be provided as part of the Stormwater Management (drainage) Plan to the satisfaction of the responsible authority. These may include the use of an infiltration or bio-retention system, rainwater tanks connected for reuse, or other treatments to the satisfaction of the responsible authority.

(d) The water sensitive urban design treatments as per conditions 9(a), 9(b) & 9(c) above must be implemented on-site, unless an alternative agreement for stormwater quality in-lieu contribution is reached with the responsible authority.

10. Stormwater/drainage works must be implemented in accordance with the approved stormwater management/drainage plan(s) and to the satisfaction of the responsible authority including the following:

(a) All stormwater/drainage works must be provided on the site so as to prevent overflows onto adjacent properties.

(b) The implementation of stormwater/drainage detention system(s) which restricts stormwater discharge to the maximum allowable flowrate of 10.5L/s.

(c) All stormwater/drainage works must be maintained to the satisfaction of the responsible authority.

Waste Management Plan

11. Concurrent with the endorsement of Condition 1 plans, a Waste Management Plan (WMP) to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the Plan will be endorsed

and will then form part of the permit. The plan must include, but is not limited to, the following:

(a) The manner in which waste will be stored and collected including: type, size and number of containers.

(b) Spatial provision for on-site storage.

(c) Details whether waste collection is to be performed by Council's services or privately contracted.

(d) The size of the collection vehicle and the frequency, time and point of collection.

12. The WMP must be implemented to the satisfaction of the responsible authority. The WMP must not be modified unless without the written consent of the responsible authority.

Sustainable Design Assessment

13. Prior to the endorsement of the plans required pursuant to condition 1 of this planning permit, an amended sustainable design assessment (SDA) must be prepared by a suitably qualified professional and must be submitted to the satisfaction of and approved by the responsible authority. The SDA must be substantially in accordance with the advertised SDA prepared by Frater Consulting Services, dated 16 December 2025, but modified to:

(a) remove BESS Credit: Water 3.1 Water Efficient Landscaping from the assessment or alternatively,

(b) the development plans, required under condition 1 to include a note on the ESD notes section stating that water efficient landscaping including no irrigation system will be installed and remove specification of an irrigation system on the corresponding landscape plan.

14. Prior to the occupation of any building approved under this permit, written confirmation from the author of the endorsed SDA is to be submitted to and approved by the responsible authority detailing that all of the required measures specified in the SDA have been implemented, to the satisfaction of the responsible authority.

Construction Management

15. 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 Management 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.

Infrastructure and Road Works

16. 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.
17. Prior to the commencement of development, property boundary, footpath and vehicle crossing levels must be obtained from Council's Roads and Drains Department with all levels raised or lowered to the satisfaction of the responsible authority.
18. Property boundary and footpath levels must not be altered without the prior written consent form the responsible authority.
19. Any reinstatements and vehicle crossings are to be constructed to the satisfaction of the responsible authority.
20. The replacement of all footpaths, including offsets, must be constructed to the satisfaction of the responsible authority.
21. Any redundant vehicle crossings must be removed (including redundant portions of vehicle crossings) to the satisfaction of the responsible authority.
22. All front and side fences must be contained wholly within the title property boundaries of the subject land.

Residential Reticulated Gas Service Connection

23. Any new dwelling allowed by this permit must not be connected to a reticulated gas service (within the meaning of clause 53.03 of the relevant planning scheme). This condition continues to have force and effect after the development authorised by this permit has been completed.

General Amenities

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

Completion of Works

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

Permit Expiry

29. 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:

    (a) The development is not started within three (3) years from the date of permit issue.

    (b) The development is not completed within five (5) 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.

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

AGAINST: Nil (0)

CARRIED

Allison de Koning spoke in objection to Item 7.3 KP-2026/468 - Tootal Road, Dingley Village.

7.3 KP-2026/468 - Tootal Road, Dingley Village

COUNCIL RESOLUTION

Moved: Cr O'Donnell **Seconded: Cr Kaur**

That Council determine to support the proposal and issue a Notice of Decision for the Removal of Native Vegetation at Tootal Road DINGLEY VILLAGE, subject to the following conditions:

1. Before the vegetation removal starts, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and an electronic copy must be provided. The plans must be substantially in accordance with the plans submitted to Council but modified to show:

    a) A provision of a plan that shows 'Porous Lane Permeable Paving' for the section of shared user path within the Nominal Root Zone (NRZ) of Tree 2 Eucalyptus pauciflora (Snow Gum).to the satisfaction of the Responsible Authority.

Endorsed Plans

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

Vegetation

3. To offset the permitted clearing in accordance with Guidelines for the removal, destruction or lopping of native vegetation (DEECA, 2025), the permit holder must secure offset amount of 0.00 general habitat units.

Tree Management and Protection Plan

4. Concurrent with the endorsement of plans, a Tree Management and Protection Plan prepared by a suitably qualified arborist in accordance with AS4970-2025 for Tree2, Eucalyptus pauciflora (Snow Gum), must be submitted to and be endorsed by the Responsible Authority and incorporating:

    a) A Tree Management Plan (written report) must provide details of:
        i) Tree protection measures that will be utilized to ensure all trees to be retained remain viable post-construction.
        ii) Stages of development at which inspections are required to ensure tree protection measures are adhered to must be specified.

    b) A Tree Protection Plan (scale drawing) must provide details of:
        i) The Tree Protection Zone and Structural Root Zone for all trees to be retained on the site and for all trees on neighboring properties where any part of the Tree Protection Zone falls within the subject site.
        ii) The location of tree protection measures to be utilized.
        iii) A notation to refer to the Tree Management Plan.

5. 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.

6. 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.

Aboriginal Cultural Heritage

7. If any potential Aboriginal cultural heritage is encountered during excavation or construction works, all works in the immediate vicinity of the discovery must cease immediately. A suitably qualified Heritage Advisor must be notified and engaged to inspect and verify the discovery and advise on any further actions required. Works within the affected area must not recommence until any required actions have been undertaken in accordance with the advice of the Heritage Advisor and the requirements of the *Aboriginal Heritage Act 2006* and *Aboriginal Heritage Regulations 2018*.

Completion of Works

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

Permit Expiry

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

    - The vegetation removal is not started before three (3) years from date of this permit.
    - The vegetation removal is not completed before five (5) years from the date of permit issue.

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

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

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

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

Note: 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.

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

AGAINST: Nil (0)

CARRIED

7.4 Planning Scheme Review

COUNCIL RESOLUTION

Moved: Cr O'Donnell **Seconded: Cr Hill**

That Council endorse the Planning Scheme Review 2026 and submit it to the Minister for Planning.

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

AGAINST: Nil (0)

CARRIED

7.5 Climate Resilience Plan - Update

COUNCIL RESOLUTION

Moved: Cr Hill **Seconded: Cr Saab**

That Council note:

1. That this report was presented to Council's Audit and Risk Committee at its 10 September 2026 meeting.

2. The update provided in relation to implementation of Council's Climate Resilience Plan.

FOR: Crs Ashworth-Collett, Athanasopoulos, Hill, Howe, Kaur, O'Donnell, Oxley and Saab (8)

AGAINST: Nil (0)

ABSTAINED: Crs Agirtan and Erevnidis (2)

CARRIED

7.6 Domestic Animal Management Plan 2026-2029: Year 1 Achievements Report

COUNCIL RESOLUTION

Moved: Cr O'Donnell **Seconded: Cr Howe**

That Council note the achievements of the Domestic Animal Management Plan, from the period of November 2025 to October 2026.

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

AGAINST: Nil (0)

CARRIED

8. Community Strengthening Reports

8.1 Response to Resolution - Mordialloc Community Centre

COUNCIL RESOLUTION

Moved: Cr Kaur **Seconded: Cr Ashworth-Collett**

That Council:

1. Note that this report provides the final response to the resolved Notice of Motion 10/2024 and the Council resolution from March 2025 regarding future planning of Mordialloc Community Centre.

2. Endorse a staged future planning and decision-making approach consistent with Council's Project Management Framework, including:
   a) Undertaking an updated building condition assessment in 2026/2027;
   b) Completing site investigations to assess contamination, geotechnical conditions and landfill-related constraints subject to the capital works budget process for 2027/2028; and
   c) Reporting the outcomes of these investigations and any recommended next phase of work to Councillors for consideration through Council's Project Management Framework and future budget processes.

3. Note that any future development of a masterplan be informed by Council's Project Management Framework.

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

AGAINST: Nil (0)

CARRIED

Cr Ashworth-Collett declared a general conflict of interest in Item 8.2 Community Small Grants Quarterly Report July to September 2026 due to previous board membership of the Edithvale Life Saving Club and a close personal association with a member of the Nippers program, and left the meeting at 7.50pm prior to any discussion on the matter.

8.2 Community Small Grants - Quarterly Report (July-September 2026)

COUNCIL RESOLUTION

Moved: Cr Saab **Seconded: Cr O'Donnell**

That Council note the funding outcomes of the Community Small Grants for 1 July - 30 September 2026, as presented in Appendix 1.

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

AGAINST: Nil (0)

CARRIED

8.3 Response to Resolution - Community Events Grants and Event Sponsorship Program Review

Moved: Cr Erevnidis **Seconded: Cr Hill**

That Council:

1. Endorse a single Event Sponsorship funding stream within the Kingston Grants Program from 1 July 2027, which would:
   a) Expand eligibility to incorporated organisations, companies and other legal entities with separate legal status;
   b) Offer grants of up to $15,000 per recipient per annum available through a biannual funding round; and
   c) Offer a one-year funding agreement for new and emerging events and a two-year funding agreement for established events;
2. Note the single Event Sponsorship funding stream within the Kingston Grants Program commencing 1 July 2027, will replace:
   a) The Community Events Grants stream;
   b) The Small Community Events category within the Community Bi-annual Grants stream; and
   c) The Event Sponsorship (Sponsor) Program;
3. Discontinue the Event Sponsorship (Sponsor) Program effective 30 June 2027; and
4. Authorise officers to update the Kingston Grants Program Policy and relevant Guidelines to reflect the endorsed changes.

AMENDMENT

Moved: Cr Kaur

That point 1(b) of the motion be amended to read:

1(b) Offer grants of up to $25,000 per annum available through a biannual funding round.

The amendment was not accepted by the Mover.

AMENDMENT

Moved: Cr Kaur **Seconded: Cr Ashworth-Collett**

That Council:

1. Endorse a single Event Sponsorship funding stream within the Kingston Grants Program from 1 July 2027, which would:
   a) Expand eligibility to incorporated organisations, companies and other legal entities with separate legal status;
   b) Offer grants of up to $25,000 per recipient per annum available through a biannual funding round; and
   c) Offer a one-year funding agreement for new and emerging events and a two-year funding agreement for established events;

2. Note the single Event Sponsorship funding stream within the Kingston Grants Program commencing 1 July 2027, will replace:

    a) The Community Events Grants stream;

    b) The Small Community Events category within the Community Bi-annual Grants stream; and

    c) The Event Sponsorship (Sponsor) Program;

3. Discontinue the Event Sponsorship (Sponsor) Program effective 30 June 2027; and

4. Authorise officers to update the Kingston Grants Program Policy and relevant Guidelines to reflect the endorsed changes.

Through the Chair, the wording of point 1(b) was altered to remove the words 'per annum' to reflect the original intent of the Mover, for the motion to read as follows:

Moved: Cr Kaur **Seconded: Cr Ashworth-Collett**

That Council:

1. Endorse a single Event Sponsorship funding stream within the Kingston Grants Program from 1 July 2027, which would:

    a) Expand eligibility to incorporated organisations, companies and other legal entities with separate legal status;

    b) Offer grants of up to $25,000 per recipient available through a biannual funding round; and

    c) Offer a one-year funding agreement for new and emerging events and a two-year funding agreement for established events;

2. Note the single Event Sponsorship funding stream within the Kingston Grants Program commencing 1 July 2027, will replace:

    a) The Community Events Grants stream;

    b) The Small Community Events category within the Community Bi-annual Grants stream; and

    c) The Event Sponsorship (Sponsor) Program;

3. Discontinue the Event Sponsorship (Sponsor) Program effective 30 June 2027; and

4. Authorise officers to update the Kingston Grants Program Policy and relevant Guidelines to reflect the endorsed changes.

FOR: Crs Ashworth-Collett, Athanasopoulos, Hill, Howe, Kaur, O'Donnell and Saab (7)

AGAINST: Crs Agirtan and Erevnidis (2)

ABSTAINED: Cr Oxley (1)

CARRIED

The amendment became the substantive motion upon the carried vote.

COUNCIL RESOLUTION

Moved: Cr Erevnidis **Seconded: Cr Hill**

That Council:

1. Endorse a single Event Sponsorship funding stream within the Kingston Grants Program from 1 July 2027, which would:
   a) Expand eligibility to incorporated organisations, companies and other legal entities with separate legal status;
   b) Offer grants of up to $25,000 per recipient available through a biannual funding round; and
   c) Offer a one-year funding agreement for new and emerging events and a two-year funding agreement for established events;
2. Note the single Event Sponsorship funding stream within the Kingston Grants Program commencing 1 July 2027, will replace:
   a) The Community Events Grants stream;
   b) The Small Community Events category within the Community Bi-annual Grants stream; and
   c) The Event Sponsorship (Sponsor) Program;
3. Discontinue the Event Sponsorship (Sponsor) Program effective 30 June 2027; and
4. Authorise officers to update the Kingston Grants Program Policy and relevant Guidelines to reflect the endorsed changes.

Cr Ashworth-Collett returned to the meeting at 7.51pm.

FOR: Crs Ashworth-Collett, Athanasopoulos, Hill, Howe, Kaur, O'Donnell, Oxley and Saab (8)

AGAINST: Cr Erevnidis (1)

ABSTAINED: Cr Agirtan (1)

CARRIED

8.4 Kingston Grants Program Improvements and Funding Considerations

PROCEDURAL MOTION

Moved: Cr Ashworth-Collett **Seconded: Cr O'Donnell**

That Council defer consideration of this matter until the November 2026 Council Meeting.

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

AGAINST: Nil (0)

CARRIED

Cr Athanasopoulos left the meeting at 8.03pm.

9. Infrastructure and Open Space Reports

9.1 Award of Contract - CON-26/011 Stormwater Drain Repair Services (Panel)

COUNCIL RESOLUTION

Moved: Cr Hill **Seconded: Cr Howe**

That Council:

1. Award CON 26/011 Stormwater Drain Repair Services (Panel) to Scope Building Projects (ABN 681 184 110 82) and Plumbtrax Infrastructure Services Pty. Ltd. (ABN 111 428 724 91) as per the Schedule of Rates and with the following conditions:
   a) An initial contract period of two (2) years with an estimated Year 1 cost of $702,526 excluding GST; and
   b) Two optional 2-year extensions upon completion of the initial 2-year contract term, for a maximum contract term of six (6) years, up to a maximum contract value of $4,498,784 exclusive of GST; and
2. Authorise the Chief Executive Officer or their delegate to exercise the contract documentation and any associated documents, and to undertake all actions necessary to give effect to this resolution.

FOR: Crs Agirtan, Ashworth-Collett, Erevnidis, Hill, Howe, Kaur, O'Donnell, Oxley and Saab (9)

AGAINST: Nil (0)

CARRIED

9.2 Award of Contract - CON-26/097 Provision of Cleaning Services - Aquatic Centres

COUNCIL RESOLUTION

Moved: Cr Saab **Seconded: Cr Howe**

That Council:

1. Award Contract CON-26/097 Provision of Cleaning Services - Aquatic Centres, to Quayclean Australia Pty Ltd with the following conditions:
   a) An initial contract period of three (3) years; and
   b) Two (2) optional 2-year extensions upon completion of the initial 3-year contract term, for a maximum contract term of seven(7) years, up to a maximum contract value of $5,082,582.11 excluding GST;
2. Note that the contract commencement will occur in stages, with services for Mordi Aquatic Centre commencing in 2026 to align with facility handover, and services for Waves Leisure Centre commencing from 1 November 2027, following completion of the existing contract arrangements for that site; and
3. Authorise the Chief Executive Officer or their delegate to exercise the contract documentation and any associated documents, and to undertake all actions necessary to give effect to this resolution.

FOR: Crs Agirtan, Ashworth-Collett, Erevnidis, Hill, Howe, Kaur, O'Donnell, Oxley and Saab (9)

AGAINST: Nil (0)

CARRIED

Cr Athanasopoulos returned to the meeting at 8.06pm.

9.3 CON-26/110 Le Page Park – Northern Contract Award

COUNCIL RESOLUTION

Moved: Cr Saab **Seconded: Cr Ashworth-Collett**

That Council:

1. Note the outcome of the tender assessment process for Contract CON-26/110 Le Page Park Masterplan Northern Package, as set out in confidential Appendix 1;

2. Award Contract CON-26/110 Le Page Park Masterplan Northern Package for the fixed lump sum price of $7,828,020 (exclusive of GST) to South Rd Construct Pty Ltd (ABN 51 637 585 490);

3. Approve the allocation of a separate contingency of the amount nominated in confidential Appendix 2 and delegate authority to the CEO or delegate to expend this allowance to ensure the successful completion of the project; and

4. Authorise the Chief Executive Officer or their delegate to execute the contract documentation and any associated documents and to undertake all actions necessary to give effect to this resolution.

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

AGAINST: Nil (0)

CARRIED

9.4 Cheltenham Youth Club Funding Request

COUNCIL RESOLUTION

Moved: Cr O'Donnell **Seconded: Cr Howe**

That Council:

1. Note the findings of the 12-month review of the initial $50,000 grant awarded to Cheltenham Youth Club Inc.;
2. Award a final one-off grant of $50,000 to Cheltenham Youth Club Inc. for 2026/27, subject to execution of an amended funding agreement, to support:
   a) Participation by Kingston residents in all-abilities gymnastics programs, including improved access to existing and new Club programs;
   b) Participation in Club programs by families experiencing disadvantage, supported through partnerships with relevant funding bodies;
   c) Facility improvements, particularly the provision of fit-for-purpose, female-friendly and child-safe amenities; and
   d) Appropriate recognition of Council's contribution through branding at the Club's facility and at relevant programs and events delivered in schools and community settings;
3. Approve an in-year budget adjustment of $50,000 in 2026/27, to be offset by identified savings; and
4. Note that, from 2027, the Cheltenham Youth Club Inc. may apply through Council's competitive Operational and Partnership Grants Program, with any application to be assessed against the relevant program criteria and available funding.

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

AGAINST: Nil (0)

CARRIED

9.5 Draft Tennis, Pickleball and Padel Plan For Consultation

COUNCIL RESOLUTION

Moved: Cr Saab **Seconded: Cr Agirtan**

That Council:

1. Endorse the draft Tennis, Pickleball and Padel Plan for the purpose of community engagement; and
2. Receive a future report on the community engagement feedback and the final Tennis, Pickleball and Padel Plan.

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

AGAINST: Nil (0)

CARRIED

9.6 Community Indoor Stadium Partnership

Moved: Cr O'Donnell **Seconded: Cr Agirtan**

That Council:

1. Endorse the delivery of a four-court, multi-use community indoor stadium located at the Kennedy Community Centre, Dingley in a partnership with Hawthorn Football Club;
2. Note the proposed development includes an Allied Health facility adjacent to the indoor courts, not funded by Council and to be managed by Hawthorn Football Club;
3. Approve a maximum Council funding commitment of up to $17.5 million towards the four-court, multi-use community indoor stadium project, subject to:
    a) Confirmation of funding commitments of $20 million from the Victorian Government, $15 million from the Australian Government, and $10 million from Hawthorn Football Club towards the overall project;
    b) The indoor courts facility being Kingston City Council branded and managed by Council for a term of 50 years;
    c) Council retaining responsibility for managing and determining sport and community access, allocations, programming and fees and charges, with a focus on affordable, inclusive and multi-use community outcomes;
    d) Council entering into a ground lease agreed with Hawthorn Football Club that is reflective of the community use of the facility for the term of 50 years; and
    e) Hawthorn Football Club and Council reaching agreement on project scope, design, funding, governance, risk allocation, delivery and whole-of-life financial obligations, including Council's responsibility for maintenance and renewal of the leased stadium area, supported by an agreed lifecycle cost model and sinking fund arrangement;
4. Endorse an increase in Council funding up to a total maximum of $20 million towards a six-court multi-use community indoor stadium, subject to confirmed increased funding of $25 million from the Victorian Government, $20 million from the Australian Government, and $10.5 million funding from Hawthorn Football Club towards the overall project, and subject to points 3b, 3c, 3d and 3e above;
5. Endorse the allocation of funding in Council's capital works program over three financial years 2028/29, 2029/30 and 2030/31 up to a maximum of $17.5 million for a four-court facility and up to a maximum of $20 million for a six-court facility;
6. Receive a future report on funding strategies;
7. Authorise the Chief Executive Officer, or delegate, to develop and negotiate a Memorandum of Understanding with Hawthorn Football Club, to the satisfaction of both parties, as an initial strategic statement of intent setting out the agreed relationship and respective rights and obligations of the parties, including, but not limited to, community access and management arrangements, roles and responsibilities, risk management, project funding, project governance, operating arrangements, maintenance and renewal costs, funding obligations and project milestones;
8. Note that the Memorandum of Understanding is an initial strategic statement of intent and that subsequent legally binding agreements with Hawthorn Football Club will be subject to further approval and endorsement of Council; and
9. Continue to advocate for additional indoor court opportunities and facilities in Kingston.

PROCEDURAL MOTION

Moved: Cr Saab **Seconded: Cr Ashworth-Collett**

That Council defer consideration of this matter until the November 2026 Council Meeting.

FOR: Crs Ashworth-Collett, Athanasopoulos, Hill, Howe, Kaur and Saab (6)

AGAINST: Crs Agirtan, Erevnidis, O'Donnell and Oxley (4)

CARRIED

10. Customer and Corporate Support Reports

10.1 Kingston Annual Report 2025-26

COUNCIL RESOLUTION

Moved: Cr Oxley **Seconded: Cr Agirtan**

That Council:

1. Receive the Kingston Annual Report 2025-26 as presented by the Mayor, in accordance with the *Local Government Act 2020.*
2. Note that the Kingston Annual Report 2025–26 will be published on Kingston's corporate website.
3. Authorise the Chief Executive Officer to make any minor corrections/amendments to the document if required and provide Councillors with a summary of all amendments made to the Annual Report following its presentation to Council.

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

AGAINST: Nil (0)

CARRIED

10.2 Quarterly Advocacy Report: 1 July-30 September 2026

COUNCIL RESOLUTION

Moved: Cr Howe **Seconded: Cr Erevnidis**

That Council note the Quarterly Advocacy Report for the period of 1 July to 30 September 2026.

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

AGAINST: Nil (0)

CARRIED

10.3 Councillor Position Description and Role Statements

COUNCIL RESOLUTION

Moved: Cr O'Donnell **Seconded: Cr Howe**

That Council adopt the Councillor Position Description and Role Statements.

FOR: Crs Ashworth-Collett, Athanasopoulos, Hill, Howe, Kaur and Saab (6)

AGAINST: Crs Agirtan, Erevnidis, O'Donnell and Oxley (4)

CARRIED

10.4 Governance and Compliance Report

COUNCIL RESOLUTION

Moved: Cr O'Donnell **Seconded: Cr Athanasopoulos**

That Council:

1. Rescind point 3 of the resolution made on 25 August 2025 of Item 12.5 *Notice of Motion No. 37/2025 - Cr Agirtan - Councillor Expenses and Reimbursements*, which read:

   That Council:

   1. *Cap eligible Councillor expenses for non–peak body Councillor training, together with associated travel and accommodation, at 10% of the councillor allowance per annum to prevent disproportionate spending on non-essential activities, with unused funding for each Councillor to be rolled over for use in future years and expiring at the end of a Council term;*
   2. *Receive a quarterly report of all councillor expenses and approved reimbursements to be recorded in the minutes of council meetings, ensuring a permanent and public record;*
   3. *Table a summary of any excessive claims or rejected reimbursement requests before the Audit and Risk Committee ~~biannually~~ each quarter, to identify patterns of potential misuse early and reduce the likelihood of reputational or financial risk to the organisation and for this summary to date back to the start of this Council term.; and*
   4. *That officers refer to the Local Government Inspectorate reports into Councillor expenses and reimbursements.*

2. Resolve that, for expense reimbursement requests dating from the commencement of the 2026/2027 financial year onwards, a summary of excessive or rejected reimbursement claims be tabled before the Audit and Risk Committee meeting at least biannually, to identify patterns of potential misuse early and reduce the likelihood of reputational or financial risk to the organisation; and

3. Receive and note Informal Meetings of Councillors records.

FOR: Crs Agirtan, Ashworth-Collett, Athanasopoulos, Erevnidis, Hill, Howe, Kaur, O'Donnell and Saab (9)

AGAINST: Cr Oxley (1)

CARRIED

11. Chief Finance Office Reports

Nil

Cr Howe declared a direct material conflict of interest in 12.1 Notice of Motion No. 19/2026 - Cr Athanasopoulos - Future Delivery of Beach Maintenance within Patterson Lakes, left the meeting at 8.47pm prior to any discussion on the matter and did not return to the meeting.

Written notice of the nature of the conflict of interest was provided to the CEO prior to the meeting in accordance with the Governance Rules.

Item 12.1 was originally tabled at the 28 Sepember 2026 Council Meeting and was deferred. The motion in debate at the time of deferral was as printed in the agenda and shown below.

12. Notices of Motion

12.1 Notice of Motion No. 19/2026 - Cr Athanasopoulos - Future Delivery of Beach Maintenance within Patterson Lakes

Moved: Cr Athanasopoulos **Seconded: Cr Saab**

That Council receive a report no later than 30 November 2026 regarding the future delivery of beach maintenance within the Patterson Lakes waterway system, including:

1. Options to establish beach maintenance within the Patterson Lakes waterways as an ongoing municipal service of the City of Kingston, including the operational and contractual arrangements necessary to maintain the current or an improved level of service into the future;
2. Advice on the long-term arrangements required to ensure the City of Kingston retains responsibility for the delivery, oversight and quality of beach maintenance services, recognising the waterways as an important municipal asset;
3. Advice on incorporating the ongoing cost of beach maintenance into Council's recurrent operating budget as a municipal service, together with any opportunities to improve operational efficiency or obtain external funding, excluding the introduction of a special charge or similar levy on affected property owners;
4. An assessment of the current maintenance arrangements, 1 of 2 including service frequency, performance measures, contract management and opportunities to improve service delivery;
5. Options to achieve the best financial and service outcomes through contractual arrangements with Melbourne Water or another suitably qualified and equipped provider, while ensuring that the City of Kingston retains responsibility, oversight and accountability for the service;
6. Advice regarding the continued use of existing maintenance access easements along the Tidal Waterways where practical, safe and lawful to support efficient maintenance operations;
7. Opportunities to improve public access to the Patterson Lakes beaches and waterways, where practical and environmentally appropriate, recognising these areas as community assets for the enjoyment of all residents; and
8. A summary of community consultation undertaken to date together with recommendations for ongoing engagement with residents regarding future maintenance and access improvements.

AMENDMENT

Moved: Cr O'Donnell

That Council receive a report no later than 30 November 2026 regarding the current arrangements and future delivery of beach maintenance within the Patterson Lakes waterway system, drawing principally on existing information, previous independent advice and consultation undertaken to date, including:

1. Options to establish beach maintenance within the Patterson Lakes waterways as an ongoing municipal service of the City of Kingston, including the operational and contractual arrangements necessary to maintain the current or an improved level of service into the future;
2. Advice on the long-term arrangements required to ensure the City of Kingston retains responsibility for the delivery, oversight and quality of beach maintenance services, recognising the waterways as an important municipal asset;
3. Advice on incorporating the ongoing cost of beach maintenance into Council's recurrent operating budget as a municipal service, together with any opportunities to improve operational efficiency or obtain external funding, excluding the introduction of a special charge or similar levy on affected property owners;
4. An assessment of the current maintenance arrangements, 1 of 2 including service frequency, performance measures, contract management and opportunities to improve service delivery;
5. Options to achieve the best financial and service outcomes through contractual arrangements with Melbourne Water or another suitably qualified and equipped provider, while ensuring that the City of Kingston retains responsibility, oversight and accountability for the service;
6. Advice regarding the continued use of existing maintenance access easements along the Tidal Waterways where practical, safe and lawful to support efficient maintenance operations;
7. Opportunities to improve public access to the Patterson Lakes beaches and waterways, where practical and environmentally appropriate, recognising these areas as community assets for the enjoyment of all residents;
8. A summary of community consultation undertaken to date together with an outline of opportunities for further engagement with affected Patterson Lakes residents, the broader Kingston community, Melbourne Water and other relevant stakeholders, to ensure that any future consideration of changes to maintenance arrangements, funding or public access is informed by the views of those affected;
9. Ensure that any options presented in the report are considered objectively and without a predetermined preferred outcome, including consideration of existing arrangements, the respective responsibilities of Council and Melbourne Water, financial sustainability, equitable allocation of ratepayer funding, accessibility, and the extent of the wider municipal community benefit;
10. Note that consideration of options relating to beach maintenance does not constitute an endorsement of any particular delivery model, ongoing municipal service, funding arrangement, service standard, contractual obligation or change to public access, and does not create a commitment or expectation that Council will implement any option presented; and
11. Note that any future proposal to materially change the existing arrangements for beach maintenance, including Council's financial or operational responsibilities, would require separate consideration and resolution of Council, informed by appropriate community consultation, financial assessment and consideration of the roles and responsibilities of relevant authorities.

The amendment was accepted by the Mover and Seconder to become the substantive motion.

AMENDMENT

Moved: Cr Athanasopoulos

That Council receive a report no later than 30 November 2026 regarding the current arrangements and future delivery of beach maintenance within the Patterson Lakes waterway system, drawing principally on existing information, previous independent advice and consultation undertaken to date, including:

1. Options to establish beach maintenance within the Patterson Lakes waterways as an ongoing municipal service of the City of Kingston, including the operational and contractual arrangements necessary to maintain the current or an improved level of service into the future;

2. Advice on the long-term arrangements required to ensure the City of Kingston retains responsibility for the delivery, oversight and quality of beach maintenance services, recognising the waterways as an important municipal asset;

3. Advice on incorporating the ongoing cost of beach maintenance into Council's recurrent operating budget as a municipal service, together with any opportunities to improve operational efficiency or obtain external funding, excluding the introduction of a special charge or similar levy on affected property owners;

4. An assessment of the current maintenance arrangements, 1 of 2 including service frequency, performance measures, contract management and opportunities to improve service delivery;

5. Options to achieve the best financial and service outcomes through contractual arrangements with Melbourne Water or another suitably qualified and equipped provider, while ensuring that the City of Kingston retains responsibility, oversight and accountability for the service;

6. Advice regarding the continued use of existing maintenance access easements along the Tidal Waterways where practical, safe and lawful to support efficient maintenance operations;

7. Opportunities to improve public access to the Patterson Lakes beaches and waterways, where practical and environmentally appropriate, recognising these areas as community assets for the enjoyment of all residents;

8. A summary of community consultation undertaken to date together with an outline of opportunities for further engagement with affected Patterson Lakes residents, the broader Kingston community, Melbourne Water and other relevant stakeholders, to ensure that any future consideration of changes to maintenance arrangements, funding or public access is informed by the views of those affected;

9. Ensure that any options presented in the report are considered objectively and without a predetermined preferred outcome, including consideration of existing arrangements, the respective responsibilities of Council and Melbourne Water, financial sustainability, equitable allocation of ratepayer funding, accessibility, and the extent of the wider municipal community benefit;

10. Ensure that the report provides advice regarding how Council can enact usage of the waterways and drainage charge as it was envisioned to fund public assets including beach maintenance in the 2012 Independent Review;

11. Note that consideration of options relating to beach maintenance does not constitute an endorsement of any particular delivery model, ongoing municipal service, funding arrangement, service standard, contractual obligation or change to public access, and does not create a commitment or expectation that Council will implement any option presented; and

12. Note that any future proposal to materially change the existing arrangements for beach maintenance, including Council's financial or operational responsibilities, would require separate consideration and resolution of Council, informed by appropriate community consultation, financial assessment and consideration of the roles and responsibilities of relevant authorities.

The amendment was accepted by the Mover and Seconder to become the substantive motion.

COUNCIL RESOLUTION

Moved: Cr Athanasopoulos **Seconded: Cr Saab**

That Council receive a report no later than 30 November 2026 regarding the current arrangements and future delivery of beach maintenance within the Patterson Lakes waterway system, drawing principally on existing information, previous independent advice and consultation undertaken to date, including:

1. Options to establish beach maintenance within the Patterson Lakes waterways as an ongoing municipal service of the City of Kingston, including the operational and contractual arrangements necessary to maintain the current or an improved level of service into the future;

2. Advice on the long-term arrangements required to ensure the City of Kingston retains responsibility for the delivery, oversight and quality of beach maintenance services, recognising the waterways as an important municipal asset;

3. Advice on incorporating the ongoing cost of beach maintenance into Council's recurrent operating budget as a municipal service, together with any opportunities to improve operational efficiency or obtain external funding, excluding the introduction of a special charge or similar levy on affected property owners;

4. An assessment of the current maintenance arrangements, 1 of 2 including service frequency, performance measures, contract management and opportunities to improve service delivery;

5. Options to achieve the best financial and service outcomes through contractual arrangements with Melbourne Water or another suitably qualified and equipped provider, while ensuring that the City of Kingston retains responsibility, oversight and accountability for the service;

6. Advice regarding the continued use of existing maintenance access easements along the Tidal Waterways where practical, safe and lawful to support efficient maintenance operations;

7. Opportunities to improve public access to the Patterson Lakes beaches and waterways, where practical and environmentally appropriate, recognising these areas as community assets for the enjoyment of all residents;

8. A summary of community consultation undertaken to date together with an outline of opportunities for further engagement with affected Patterson Lakes residents, the broader Kingston community, Melbourne Water and other relevant stakeholders, to ensure that any future consideration of changes to maintenance arrangements, funding or public access is informed by the views of those affected;

9. Ensure that any options presented in the report are considered objectively and without a predetermined preferred outcome, including consideration of existing arrangements, the respective responsibilities of Council and Melbourne Water, financial sustainability, equitable allocation of ratepayer funding, accessibility, and the extent of the wider municipal community benefit;

10. Ensure that the report provides advice regarding how Council can enact usage of the Waterways and Drainage Charge as it was envisioned to fund public assets including beach maintenance in the 2012 Independent Review;

11. Note that consideration of options relating to beach maintenance does not constitute an endorsement of any particular delivery model, ongoing municipal service, funding arrangement, service standard, contractual obligation or change to public access, and does not create a commitment or expectation that Council will implement any option presented; and

12. Note that any future proposal to materially change the existing arrangements for beach maintenance, including Council's financial or operational responsibilities, would require separate consideration and resolution of Council, informed by appropriate community consultation, financial assessment and consideration of the roles and responsibilities of relevant authorities.

FOR: Crs Ashworth-Collett, Athanasopoulos, Hill, Kaur, Oxley and Saab (6)

AGAINST: Nil (0)

ABSTAINED: Crs Agirtan, Erevnidis and O'Donnell (3)

CARRIED

Cr Hill left the meeting at 9.04pm.

13. Urgent Business

PROCEDURAL MOTION

Moved: Cr O'Donnell **Seconded: Cr Agirtan**

That Council consider an item of urgent business in relation to antisocial behaviour in Mordialloc.

Cr Hill returned to the meeting at 9.05pm.

FOR: Crs Agirtan, Ashworth-Collett, Erevnidis, Hill, Kaur, O'Donnell, Oxley and Saab (8)

AGAINST: Nil (0)

ABSTAINED: Cr Athanasopoulos (1)

CARRIED

13.1 Urgent Business Item in Relation to Antisocial Behaviour in Mordialloc

COUNCIL RESOLUTION

Moved: Cr O'Donnell **Seconded: Cr Kaur**

That Council:

1. Strongly condemn the recent incidents of serious violence, threatening behaviour and antisocial activity in Mordialloc, particularly the incident at Mordialloc Pier on 18 October 2026, and reaffirm that every resident, business owner, worker and visitor has the right to feel safe in our streets, shopping precincts, parks and foreshore areas;
2. Urgently write to the Victorian Government, including the Minister for Police, and the Chief Commissioner of Victoria Police, expressing Council's serious concern regarding repeated incidents of violence and antisocial behaviour in Mordialloc and requesting immediate action to strengthen community safety;
3. Acknowledge Victoria Police's announcement of increased proactive patrols and seek urgent written confirmation of the measures being implemented specifically in Mordialloc, including the extent of additional resources, anticipated patrol arrangements, coordination with local police and arrangements for responding to large gatherings or emerging safety risks;
4. Request the Chief Executive Officer to urgently engage with Victoria Police and relevant Victorian Government agencies to identify and coordinate immediate practical measures available to improve community safety, including:
    a) An immediate review of lighting, visibility, public space design and other safety infrastructure around Mordialloc Pier, Main Street, the foreshore and surrounding public spaces;
    b) A review of existing CCTV coverage and opportunities to improve surveillance and information sharing, subject to appropriate legal, privacy and operational requirements;
    c) Coordination of appropriate Council Local Laws, amenity and community safety activities within Council's existing powers and responsibilities; and
    d) Opportunities for improved engagement with local businesses, residents, young people and community organisations to identify emerging issues and support prevention initiatives; and
5. Reaffirm Council's commitment to working collaboratively with Victoria Police, the Victorian Government, local traders, residents and community stakeholders to ensure Mordialloc remains a safe, welcoming and vibrant destination for everyone, while recognising that responsibility for policing and criminal law enforcement rests with Victoria Police and the Victorian Government.

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

AGAINST: Nil (0)

CARRIED

14. Confidential Items

Moved: Cr O'Donnell **Seconded: Cr Saab**

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

14.1 Property Matter

This report is designated as Confidential Information in accordance with Section 3(1)(a), (c) and (e) of the Act, because:

- It contains:
  - 3(1)(a) Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released;
  - 3(1)(c) Land use planning information, being information that if prematurely released is likely to encourage speculation in land values and
  - 3(1)(e) Legal privileged information, being information to which legal professional privilege or client legal privilege applies; and
- The specified grounds apply due to commercial sensitivity.

14.2 Planning Matter

This report is designated as Confidential Information in accordance with Section 3(1)(c) of the Act, because:

- It contains land use planning information, being information that if prematurely released is likely to encourage speculation in land values; and
- The specified grounds apply because, if released, the information would prejudice the Council's position at VCAT. This report relates to a Compulsory Conference which is a private hearing at VCAT only for the parties involved in the proceeding.

14.3 CEO Employment Matters

This report is designated as Confidential Information in accordance with Section 3(1)(f) of the Act, because:

- It contains personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs; and
- The specified grounds apply because the report and attachment contain information relating to the Chief Executive Officer's employment.

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

AGAINST: Nil (0)

CARRIED

The meeting was closed to members of the public at 9.17pm.

Moved: Cr O'Donnell **Seconded: Cr Agirtan**

That Council open the meeting to members of the public.

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

AGAINST: Nil (0)

CARRIED

The meeting was opened to members of the public at 9.25pm.

The meeting closed at 9.25pm.

Minutes

Special Council Meeting

Monday 9 November 2026

kingston.vic.gov.au

Peter Bean
Chief Executive Officer
Kingston City Council

City of KINGSTON

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The meeting commenced at 7:34pm in the Council Chamber, 1230 Nepean Highway, Cheltenham.

Present:
Cr Georgina Oxley, Mayor
Cr Sarah O'Donnell, Deputy Mayor
Cr Jane Agirtan
Cr Kirralee Ashworth-Collett
Cr Tony Athanasopoulos
Cr Georgia Erevnidis
Cr Chris Hill
Cr Chris Howe
Cr Nikki Kaur
Cr Hadi Saab (attended online)

In Attendance:
Peter Bean, Chief Executive Officer
Jacquetta Griggs, Chief Finance Officer
Jonathan Guttmann, General Manager Planning and Place
Samantha Krull, General Manager Infrastructure and Open Space
Kate Waters, General Manager Community Strengthening
Matt Wilson, General Manager Customer and Corporate Support
Kelly Shacklock, Manager Governance, Risk and Integrity
Sharon Lozsan, Team Leader Council Governance
Gemma Jacob, Council Governance Officer

Cr Athanasopoulos called a point of order under 37.2.1 of the Governance Rules, on the grounds that the meeting was in contravention of sub-rules 11.4 and 12.1.
The Chair ruled against the point of order.

Cr Athanasopoulos indicated an intention to move a motion of dissent.

Cr Oxley vacated the Chair and Cr O'Donnell assumed the Chair at 7.32pm.

PROCEDURAL MOTION

Moved: Cr Athanasopoulos **Seconded: Cr Ashworth-Collett**

That Council dissent from the ruling of the Chair regarding the Point of Order.

Cr Oxley called a point of order under sub-rule 37.2.3 of the Governance Rules regarding the relevance of Cr Athanasopoulos' speech to the motion of dissent.
The Chair upheld the point of order and Cr Athanasopoulos continued speaking.

Cr Oxley called a further point of order under sub-rule 37.2.3 of the Governance Rules regarding the relevance of Cr Athanasopoulos' speech to the motion of dissent.
Cr Athanasopoulos withdrew his statement and continued speaking.

Cr Athanasopoulos left the meeting at 7.45pm.

Cr Athanasopoulos returned to the meeting at 7.47pm.

Cr Oxley called a point of order under sub-rules 37.2.1, 2, 3 and 4 of the Governance Rules regarding Cr Saab's speech to the motion of dissent.
The Chair upheld the point of order and Cr Saab continued speaking.

FOR: Crs Ashworth-Collett, Athanasopoulos, Hill, Howe, Kaur and Saab (6)

AGAINST: Crs Agirtan, Erevnidis, O'Donnell and Oxley (4)

CARRIED

A Division was Called by Cr Oxley:

FOR: Crs Ashworth-Collett, Athanasopoulos, Hill, Howe, Kaur and Saab (6)

AGAINST: Crs Agirtan, Erevnidis, O'Donnell and Oxley (4)

CARRIED

The carried vote on the motion of dissent reversed the Chair's ruling, resulting in the point of order raised by Cr Athanasopoulos being upheld.

Cr O'Donnell vacated the Chair and Cr Oxley resumed the Chair at 7.26pm.

1. Welcome and Apologies

An apology was received from Cr White.

Moved: Cr Athanasopoulos **Seconded: Cr Agirtan**

That Council receive the apology from Cr White.

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

AGAINST: Nil (0)

CARRIED

2. Foreshadowed Declarations of any Conflicts of Interest

No conflicts of interest were declared at the meeting.

Circumstances Requiring the Calling of a Special Council Meeting

In accordance with Governance rule 11.4, the urgent or extraordinary circumstances requiring less than 72 hours' notice for the calling of this Special Council Meeting are as follows:

Since Council's consideration of the Community Indoor Stadium Partnership on 26 October 2026, new information has emerged regarding potential funding opportunities and the prospect of securing financial commitments from other levels of government.

These developments present a time-sensitive opportunity for Council to clarify its position regarding the proposed project and enable further discussions with key stakeholders to progress. Given the timing of these potential opportunities, including the forthcoming Victorian State Election, there is a genuine need for Council to consider whether it wishes to formally communicate its in-principle support as soon as possible.

3. Community Indoor Stadium Partnership

Moved: Cr O'Donnell **Seconded: Cr Agirtan**

That Council:

1. Recognise the significant and growing need for additional indoor sporting courts within the City of Kingston and the broader south-east Melbourne region, particularly for basketball and other indoor sports, noting:

    a) The longstanding shortage of accessible, affordable and fit-for-purpose indoor sporting facilities across the municipality;

    b) The substantial number of Kingston residents, particularly children and young people, who are required to travel outside the municipality to participate in organised indoor sport;

    c) Council's previous investigations and strategic planning identifying a significant existing and projected shortfall in indoor sporting courts; and

    d) The important role that accessible community sporting facilities play in supporting participation, physical and mental wellbeing, social connection and opportunities for young people;

2. Endorse, in principle, the proposed development of a multi-use community indoor stadium at the Kennedy Community Centre, Dingley Village, in partnership with Hawthorn Football Club, comprising a minimum of four indoor courts with the potential for expansion to six courts, recognising that:

    a) The project represents a significant opportunity to address an identified and longstanding community infrastructure need and is the proposal that is furthest progressed at this time;

    b) The proposed development has the potential to deliver substantial and lasting community benefits, including increased access to indoor sporting opportunities;

    c) The proposed partnership presents an opportunity to leverage investment from Hawthorn Football Club and the Victorian and Australian Governments to deliver community infrastructure that would otherwise require significant Council investment; and

    d) Council's in-principle support is subject to confirmation of external funding, further negotiations and the satisfactory resolution of all financial, governance, operational and contractual arrangements;

3. Authorise the Chief Executive Officer or delegate to promptly prepare and issue a formal, non-binding Letter of Intent and In-Principle Support to Hawthorn Football Club, which may be provided to the Victorian and Australian Governments and other relevant funding stakeholders, confirming:

    a) Council's strong in-principle support for the proposed community indoor stadium and recognition of its strategic importance to Kingston;

    b) Council's support for Hawthorn Football Club seeking and securing funding commitments from the Victorian and Australian Governments to progress the project;

    c) Council's willingness to continue discussions in good faith regarding a potential partnership and the arrangements necessary to deliver a community-focused facility; and

d) That any future financial contribution, contractual arrangement or formal participation by Council remains entirely subject to separate consideration and approval by Council;

4. Authorise the Chief Executive Officer or delegate to continue discussions with Hawthorn Football Club and relevant government stakeholders, including the preparation of a proposed Memorandum of Understanding for future Council consideration, addressing matters including:

   a) Confirmation of project scope, design, costings and funding arrangements;
   b) Council's potential role and the financial implications of any proposed partnership;
   c) Community access, affordability, facility management, programming and governance arrangements;
   d) Lease arrangements, ongoing maintenance, operational responsibilities and long-term asset renewal obligations; and
   e) Appropriate financial protections, risk allocation, milestones and safeguards to ensure any future agreement delivers sustainable long-term benefits to the Kingston community.

5. Expressly confirm that this resolution constitutes an expression of in-principle support only and does not:

   a) Approve the quantum of Council funding or financial contribution towards the project;

   b) Create any legally binding obligation, financial liability, guarantee or enforceable commitment on Council to proceed with the project;

   c) Authorise the execution of any binding Memorandum of Understanding, funding agreement, lease or other contractual arrangement;

   d) Predetermine any future Council decision regarding financial participation; or

   e) Oblige Council to enter into any future agreement should the proposed terms, financial arrangements or community outcomes not be satisfactory;

6. Require that any Letter of Intent or proposed Memorandum of Understanding clearly reflects the non-binding nature of Council's current position, and that any decision to make a financial contribution, enter into a binding agreement or formally participate in the delivery or operation of the facility must be subject to a further report and express resolution of Council, following appropriate financial, legal and governance due diligence; and

7. Commit to considering and progressing other opportunities for additional indoor sporting courts across the City of Kingston as suitable opportunities arise, recognising that the proposed Kennedy Community Centre development forms part of a broader response to the municipality’s growing sporting infrastructure needs and is the proposal that is most progressed in planning and delivery at this time. Council will continue to explore and assess potential projects, partnerships and investment opportunities, subject to the preparation and consideration of appropriate business cases, strategic plans, feasibility assessments and funding proposals, to ensure future investments deliver sustainable, accessible and equitable sporting facilities for the Kingston community.

PROCEDURAL MOTION

Moved: Cr Athanasopoulos **Seconded: Cr Hill**

That Council defer this matter until the next Ordinary Council Meeting which is currently scheduled for 23 November 2026.

Cr O'Donnell called a point of order under sub-rule 37.2.3 of the Governance Rules regarding the relevance of Cr Hill's speech to the deferral motion.
The Chair upheld the Point of Order and Cr Hill continued speaking.

FOR: Crs Ashworth-Collett, Athanasopoulos, Hill, Howe, Kaur and Saab (6)

AGAINST: Crs Agirtan, Erevnidis, O'Donnell and Oxley (4)

CARRIED

The meeting closed at 8.19pm.

Minutes

Annual Statutory Meeting

Wednesday 11th November 2026

kingston.vic.gov.au

Peter Bean
Chief Executive Officer
Kingston City Council

City of KINGSTON

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The meeting commenced at 7:00 PM in the Council Chamber, 1230 Nepean Highway, Cheltenham.

Present:
Cr Jane Agirtan
Cr Kirralee Ashworth-Collett
Cr Tony Athanasopoulos
Cr Georgia Erevnidis
Cr Chris Hill
Cr Chris Howe
Cr Nikki Kaur
Cr Sarah O'Donnell
Cr Georgina Oxley
Cr Hadi Saab
Cr Caroline White

In Attendance:
Peter Bean, Chief Executive Officer (Chair)
Jacquetta Griggs, Chief Finance Officer
Jonathan Guttmann, General Manager Planning and Place
Samantha Krull, General Manager Infrastructure and Open Space
Kate Waters, General Manager Community Strengthening
Matt Wilson, General Manager Customer and Corporate Support
Kelly Shacklock, Manager Governance, Risk and Integrity
Sharon Lozsan, Team Leader Council Governance
Ellie Lockard, Council Governance Officer
Gemma Jacob, Council Governance Officer

1. Welcome and Acknowledgement of Country

2. Apologies

Nil

3. Disclosure of any Conflicts of Interest

Nil

4. Term of Office of Mayor

Moved: Cr Oxley **Seconded: Cr O'Donnell**

That Council set the term of Office of Mayor for one year.

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

AGAINST: Nil (0)

CARRIED

5. Office and Term of Deputy Mayor

Moved: Cr O'Donnell **Seconded: Cr Agirtan**

That Council establish the Office of Deputy Mayor for one year.

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

AGAINST: Nil (0)

CARRIED

Address by outgoing Mayor

Cr Oxley addressed the meeting regarding her term as Mayor for 2025/2026.

A gift was presented to Cr Oxley, and flowers were presented to her husband, David Eden.

Cr O'Donnell addressed the meeting regarding Cr Oxley's term as Mayor for 2025/26.

Cr Erevnidis addressed the meeting regarding Cr Oxley's term as Mayor for 2025/26.

Cr Agirtan addressed the meeting regarding Cr Oxley's term as Mayor for 2025/26.

Cr White addressed the meeting regarding Cr Oxley's term as Mayor for 2025/26.

Address by outgoing Deputy Mayor

Cr O'Donnell addressed the meeting regarding her term as Deputy Mayor.

A gift was presented to Cr O'Donnell, and flowers were presented to her husband, Paddy O'Donnell.

Cr Agirtan addressed the meeting regarding Cr O'Donnell's term as Deputy Mayor for 2025/26.

Cr Hill left the meeting at 7.57pm.

Cr Hill returned to the meeting at 7.59pm.

Cr Oxley addressed the meeting regarding Cr O'Donnell's term as Deputy Mayor for 2025/26.

Cr Kaur addressed the meeting regarding Cr Oxley's and Cr O'Donnell's terms as Mayor and Deputy Mayor respectively for 2025/26.

Cr Erevnidis addressed the meeting regarding Cr O'Donnell's term as Deputy Mayor for 2025/26.

6. Election of the Mayor

The Chair invited nominations for the office of Mayor for 2026/27:

- Cr Saab nominated Cr Athanasopoulos and Cr Athanasopoulos accepted the nomination
- Cr Oxley nominated Cr O'Donnell and Cr O'Donnell accepted the nomination

A vote was taken by a show of hands and Cr Athanasopoulos received an absolute majority of votes.

The Chief Executive Officer declared Cr Athanasopoulos duly elected as Mayor for 2026/2027.

The Chief Executive Officer presented the Mayoral robes and chains to the incoming Mayor, Cr Athanasopoulos.

The Mayor, Cr Athanasopoulos, assumed the Chair at 8.10pm.

Address by incoming Mayor

The Mayor, Cr Athanasopoulos, addressed the meeting regarding his aspirations for the 2026/2027 term.

Expression of congratulations to incoming Mayor

Cr Ashworth-Collett addressed the meeting to congratulate Mayor Athanasopoulos on his election.

Cr Agirtan left the meeting at 8.23pm.

Cr Agirtan returned to the meeting at 8.26pm.

7. Election of the Deputy Mayor

The Chair invited nominations for the office of Deputy Mayor for 2026/27:

- Cr O'Donnell nominated Cr Oxley and Cr Oxley accepted the nomination
- Cr Ashworth-Collett nominated Cr Howe and Cr Howe accepted the nomination

A vote was taken by a show of hands and Cr Howe received an absolute majority of votes.

The Mayor declared Cr Howe duly elected as Deputy Mayor for 2026/2027.

The Mayor presented the Deputy Mayoral pendant to the Deputy Mayor, Cr Howe.

Crs Agirtan, O'Donnell and White left the meeting at 8.30pm.

Address by incoming Deputy Mayor

The Deputy Mayor, Cr Howe, addressed the meeting regarding his aspirations for the 2026/2027 term.

Expression of Congratulations to incoming Deputy Mayor

Cr Oxley addressed the meeting to express their congratulations the Deputy Mayor on his election.

The meeting closed at 8.33pm.

7. Planning and Place Reports

Ordinary Council Meeting

23 November 2026

Agenda Item No: 7.1

TOWN PLANNING APPLICATION DECISIONS - OCTOBER 2026

Contact Officer: Carly De Mamiel, Senior Customer Liaison and Administration Officer

Attached for information is the report of Town Planning Decisions for the month of October, 2026.

A summary of the decisions is as follows:

Type of Decision	Number of Decisions Made	Percentage (%)
Planning Permits	58	75
Notice of Decision	3	4
Refusal to Grant a Permit	3	4
Other - Withdrawn (8) - Prohibited (0) - Permit not required (2) - Lapsed (3) - Failure to Determine (0)	13	17
Total	**77**	**100**

(NB: Percentage figures have been rounded)

RECOMMENDATION

That Council note the report of Town Planning Application Decisions for the month of October 2026.

Appendices

Appendix 1 - Town Planning Application Decisions October 2026 (Ref 26/317626)

Author/s: Carly De Mamiel, Senior Customer Liaison and Administration Officer

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

7.1

TOWN PLANNING APPLICATION DECISIONS - OCTOBER 2026

1 Town Planning Application Decisions October 2026 9

Planning Decisions October, 2026

APPL. No.	PROPERTY ADDRESS	SUBURB	APPL. DATE	DATE DECIDED	PROPOSAL DESCRIPTION	DECISION	VCAT DECISION
KP-2026/113	The removal of a canopy tree	MOORABBIN	24/02/2026	1/10/2026	156 Rowans Road	Refused	No
KP-2025/591	To construct two (2) or more dwellings (2 dwellings) and to create access to a Transport Zone 2.	MOORABBIN	23/12/2025	2/10/2026	1069 Nepean Highway	Notice of Decision	No
KP-2012/189/C	The use and development of the land for a food and drink premises (cafe), the construction of thirteen dwellings, a reduction in the car parking requirement for a food and drink premises, the waiver of the requirement for a loading	PATTERSON LAKES	17/07/2026	2/10/2026	G01/98 Gladesville Boulevard PATTERSON LAKES VIC	Withdrawn	No

	bay for a food and drink premises and a reduction in the bicycle par						
KP-2025/438	Construction of a six (6) storey apartment building, containing sixty-nine (69) dwellings	MOORABBIN	10/10/2025	2/10/2026	13 Healey Street	Permit	No
KP-2005/426/A	To construct buildings and works to the existing medical centre on this site and to erect one (1) internally illuminated business identification sign	CHELTENHAM	31/03/2026	2/10/2026	155 Park Road	Permit	No
KP-2026/327	The removal of a canopy tree	CHELSEA HEIGHTS	8/05/2026	2/10/2026	54 Seccull Drive	Withdrawn	No
KP-2026/528	The removal of a canopy tree	MENTONE	13/08/2026	5/10/2026	1 8 Anderson Court	Permit	No
KP-2026/462	The construction of building	EDITHVALE	14/07/2026	5/10/2026	11 Bridges Avenue	Permit	No

	and works associated with the existing boatshed						
KP-2018/1019/A	Develop the land for forty (40) warehouses and twenty (20) storage units	BRAESIDE	17/04/2025	5/10/2026	13-15 Bate Drive	Permit	No
KP-2026/616	The construction of a double storey dwelling	PARKDALE	30/09/2026	5/10/2026	16 Stewart Avenue	Permit	No
KP-2026/625	Subdivide the land into two (2) lots	ASPENDALE	30/09/2026	6/10/2026	58 Glen Street	Permit	No
KP-2020/713/B	The development of five (5) dwellings and associated works in accordance with the endorsed plans	ASPENDALE	11/06/2026	6/10/2026	105 Nepean Highway	Notice of Decision	No
KP-2026/628	Subdivide the land into two (2) Lots	HIGHETT	1/10/2026	7/10/2026	6 Greta Court	Permit	No
KP-2026/429	Removal of Restrictive Covenant	EDITHVALE	25/06/2026	7/10/2026	30 Lochiel Avenue	Permit	No

	PS427655S on Lots 1 and 2 on Plan of subdivision 427655S, Parent Title Volume 03439 Folio 613						
KP-2015/300/A	Develop the land for the construction of one (1) dwelling to the rear of an existing dwelling and alterations to the existing dwelling	MOORABBIN	9/06/2026	7/10/2026	5 Rosebud Avenue	Permit	No
KP-2016/620/F	Develop the land for warehouse and the development and use of the land for office, restricted retail premises and a reduction to the car parking requirements of Clause	HIGHETT	24/09/2026	7/10/2026	Office 2 119 Chesterville Road	Permit	No

	52.06 and alter access to a road in a Transport Zone 2						
KP-2026/626	Subdivide the land into two (2) lots	MOORABBIN	30/09/2026	7/10/2026	68A Bulli Street	Permit	No
KP-2026/516	To construct or put up for display business identification signage	MENTONE	7/08/2026	7/10/2026	34 Balcombe Road	Permit Not Required	No
KP-2026/467	The construction of an extension to the existing single storey dwelling	CHELTENHAM	16/07/2026	7/10/2026	1 Weymar Street	Permit	No
KP-2026/617	The removal of a canopy tree	PARKDALE	30/09/2026	7/10/2026	6 Robert Street	Permit	No
KP-2026/376	Subdivide the land into three (3) lots	CHELTENHAM	28/05/2026	8/10/2026	1 Mena Avenue	Permit	No
KP-2026/531	The removal of a canopy tree	OAKLEIGH SOUTH	14/08/2026	8/10/2026	7 Bourke Road	Refused	No
KP-2026/219	The use of the land for materials recycling, buildings and works	CLAYTON SOUTH	8/04/2026	9/10/2026	90 Fairbank Road	Permit	No

	including a concrete hardstand, the display business identification and major promotion signage and a reduction in the car parking requirement						
KP-2026/597	To carry out buildings and works to the existing dwelling, construction of a louvred patio	PATTERSON LAKES	15/09/2026	9/10/2026	139 Palm Beach Drive	Withdrawn	No
KP-2024/646/A	The construction of six (6) dwellings, comprising one (1) double storey and five (5) single storey dwellings	BONBEACH	26/05/2026	9/10/2026	64 Golden Avenue	Notice of Decision	No
KP-2025/47	Construct and put up for display an electronic major	MENTONE	13/02/2025	9/10/2026	114 Nepean Highway	Permit	Yes

	promotional sky sign						
KP-2022/185/A	The construction of two or more dwellings on a lot (22 dwellings)	BONBEACH	22/12/2025	12/10/2026	41 Broadway	Permit	No
KP-2026/636	Removal of one (1) tree	BRAESIDE	8/10/2026	13/10/2026	31-41 Woodlands Drive	Withdrawn	No
KP-2000/447/B	To develop the site for two (2) dwellings, in accordance with plans to be submitted pursuant to Condition 1 hereof.	MORDIALLOC	10/06/2026	13/10/2026	113B Barkly Street	Permit	No
KP-2026/604	The removal of a canopy tree	CHELTENHAM	20/09/2026	13/10/2026	5 Robross Street	Permit	No
KP-2026/634	Subdivide the land into two (2) lots	MOORABBIN	6/10/2026	14/10/2026	25A Isabella Street	Permit	No
KP-2025/290	To construct two (2) dwellings on a lot	PARKDALE	11/07/2025	14/10/2026	46 Robert Street	Permit	No
KP-2026/147	The construction of a ground floor extension and	PARKDALE	11/03/2026	14/10/2026	23 Stewart Avenue	Permit	No

	pool associated with the existing dwelling						
KP-2026/152	To subdivide the land into three (3) lots	EDITHVALE	11/03/2026	14/10/2026	63 Fraser Avenue	Permit	No
KP-2026/526	The removal of a canopy tree	ASPENDALE GARDENS	11/08/2026	14/10/2026	280 Wells Road	Permit	No
KP-2022/487/B	Use and develop the land for warehouses, restricted retail premises, service station (with ancillary convenience shop); create access to a road in a Transport Zone 2; reduce the car parking requirements of Clause 52.06, remove native vegetation in accordance	CLAYTON SOUTH	10/08/2026	14/10/2026	142 Fairbank Road	Permit	No

	with Clause 52.17 and construct and put u						
KP-2026/648	Construction of a new crossover	MENTONE	13/10/2026	15/10/2026	207 Lower Dandenong Road	Withdrawn	No
KP-2026/319	To use the land as a retail premises (motor vehicle sales)	CHELTENHAM	4/05/2026	16/10/2026	Warehouse 6 138 Argus Street	Lapsed	No
KP-2026/519	The construction of fencing	CHELTENHAM	10/08/2026	16/10/2026	6 Courtney Street	Permit	No
KP-2026/630	The removal of two (2) canopy trees	EDITHVALE	5/10/2026	16/10/2026	20 Rae Avenue	Permit	No
KP-2026/642	The construction of an extension to the existing dwelling	HIGHETT	10/10/2026	16/10/2026	78 Rowans Road	Permit	No
KP-2026/644	To subdivide the land into two (2) lots	BONBEACH	9/10/2026	19/10/2026	2 Monaco Avenue	Permit	No
KP-2005/597/A	The development of this site for two (2) dwellings	PARKDALE	31/08/2026	19/10/2026	21 MacGregor Street	Permit	No
KP-2026/570	The removal of a canopy tree	CHELTENHAM	1/09/2026	19/10/2026	53 Silver Street	Permit	No

KP-2018/384/B	Develop the land for the construction of five (5) dwellings	BONBEACH	9/09/2026	20/10/2026	1 508-509 Nepean Highway	Permit	No
KP-2026/43	To demolish a building (dwelling and associated garage) and to construct one (1) dwelling	MOORABBIN	30/01/2026	20/10/2026	36 Hillston Road	Permit	No
KP-2026/601	The removal of a canopy tree	BONBEACH	15/09/2026	20/10/2026	1 2-4 Williams Grove	Permit	No
KP-2026/615	Removal of one (1) tree	CHELTENHAM	29/09/2026	21/10/2026	5 Sinclair Street	Withdrawn	No
KP-2026/649	To subdivide the land into two (2) lots	BONBEACH	12/10/2026	21/10/2026	55 Scotch Parade	Permit	No
KP-2023/540/A	The development of two (2) dwellings	ASPENDALE	26/03/2026	21/10/2026	2 Attenborough Road	Permit	No
KP-2026/517	This submission presents planning and arboriculturally justifications for the removal of two subject tree 2: Silver	ASPENDALE	7/08/2026	21/10/2026	63 Nirringa Avenue	Withdrawn	No

	birch located within the development footprint of the proposed new residential dwelling.						
KP-2025/249	Subdivide the land into two (2) lots	CLAYTON SOUTH	19/06/2025	22/10/2026	15 Fraser Road	Permit	No
KP-2026/123	Subdivide the land into three (3) lots	CARRUM	27/02/2026	22/10/2026	556 Station Street	Permit	No
KP-2025/490/A	Subdivide the land into two (2) lots	CLARINDA	29/09/2026	23/10/2026	48-50 Springs Road	Permit	No
KP-2026/661	The pruning of a canopy tree	CHELTENHAM	19/10/2026	23/10/2026	25 Garfield Street	Withdrawn	No
KP-2025/526	The construction of two (2) double storey dwellings	PARKDALE	25/11/2025	26/10/2026	4 Stewart Avenue	Lapsed	No
KP-2026/600	The construction of a verandah	CHELSEA	14/09/2026	26/10/2026	1 372-373 Station Street	Permit Not Required	No
KP-2026/660	To subdivide the land into two (2) lots	CLARINDA	16/10/2026	26/10/2026	15 Rosella Avenue	Permit	No
KP-2026/576	The construction of two (2) double storey dwellings	ASPENDALE	4/09/2026	27/10/2026	86 Nepean Highway	Permit	No

KP-2026/544	The construction of a sunroom	MORDIALLOC	20/08/2026	27/10/2026	1 5 Park Street	Permit	No
KP-2026/457	The use of the land for car sales	MORDIALLOC	10/07/2026	27/10/2026	247 Boundary Road	Permit	No
KP-2026/598	The removal of a canopy tree	MOORABBIN	15/09/2026	27/10/2026	1 12 Baker Street	Permit	No
KP-2026/650	The removal of a canopy tree	CHELTENHAM	13/10/2026	28/10/2026	1 Clara Court	Permit	No
KP-2026/337	To demolish or remove a building (fence) and to construct or replace a front fence	MOORABBIN	6/05/2026	28/10/2026	5 Hillston Road	Refused	No
KP-2025/524	Construction of two (2) dwellings on a lot	MORDIALLOC	24/11/2025	28/10/2026	3A Bradshaw Street	Permit	No
KP-2026/86	Construction of three (3) dwellings on a lot, and alter access to a road in a Transport Zone 2	CLAYTON SOUTH	17/02/2026	29/10/2026	91 Osborne Avenue	Permit	No
KP-2026/15	To construct two (2) or more dwellings (3 dwellings) on	CHELSEA	15/01/2026	29/10/2026	61 Argyle Avenue	Permit	No

	a lot and to remove a canopy tree						
KP-2025/534	To construct a building and carry out works (warehouse) in a Public Acquisition Overlay	CLAYTON SOUTH	28/11/2025	29/10/2026	29-33 Ryans Road	Permit	No
KP-2026/540	To construct or put up for display business identification signs	HIGHETT	19/08/2026	29/10/2026	1114 Nepean Highway	Permit	No
KP-2026/605	The removal of two (2) Hymenosporum flavum (Native Frangipani) canopy trees	ASPENDALE	21/09/2026	29/10/2026	9 Iluka Avenue	Permit	No
KP-2026/639	The construction of a shed	BRAESIDE	9/10/2026	29/10/2026	84 Mills Road	Permit	No
KP-2018/289/B	Develop the land for the construction of a mixed use four (4) storey building, comprising of seventeen	MENTONE	28/04/2026	30/10/2026	1 Station Street	Lapsed	No

	(17) dwellings and food and drink premises						
KP-2026/488	To construct or put up for display Internally Illuminated Business Identification Signs	BRAESIDE	24/07/2026	30/10/2026	31-41 Woodlands Drive	Permit	No
KP-2016/737/B	The construction of two (2) double storey dwellings	CHELSEA	30/07/2026	30/10/2026	9 Wimborne Avenue	Permit	No
KP-2026/633	Removal of one (1) tree	BONBEACH	7/10/2026	30/10/2026	7 26 Broadway	Permit	No
KP-2026/663	The removal of a canopy tree	OAKLEIGH SOUTH	19/10/2026	30/10/2026	22 Glennie Avenue	Permit	No
KP-1998/715/A	The development and use of this land for three (3) multi dwellings	EDITHVALE	7/09/2026	30/10/2026	99 Berry Avenue	Permit	No

Ordinary Council Meeting

23 November 2026

Agenda Item No: 7.2

KP-2025/583 - 468-508 HEATHERTON ROAD, CLAYTON SOUTH

Contact Officer: Kirsty Slater, Principal Statutory Planner

Purpose of Report

This report is for the Council to consider Planning Permit Application No. KP-2025/583 - 468-508 Heatherton Road, CLAYTON SOUTH.

Disclosure of Officer / Contractor Direct or Indirect Interest

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

RECOMMENDATION

That Council determine to support the proposal and issue a Planning Permit to develop the land for Use and development of land for an outdoor recreation facility (Golf driving range and mini-golf facility), alteration of access to a road in a Transport Zone 2, display of business identification signage and removal of native vegetation at 468-508 Heatherton Road, CLAYTON SOUTH, subject to the conditions contained within this report.

This application requires a decision by Council as the cost of development exceeds $250,000 for land located outside the Urban Growth Boundary.

Address	468-508 Heatherton Road, CLAYTON SOUTH
Legal Description	Lot 2 on PS 434331F
Applicant	Canter Town Planning Pty Ltd
Planning Officer	Kirsty Slater

PLANNING REQUIREMENTS

Planning Scheme	Kingston
Zoning	Clause 35.04 – Green Wedge Zone (Schedule 2)
Overlays	Clause 45.01 – Public Acquisition Overlay (Schedule 1)
Particular Provisions	Clause 51.02 – Metropolitan Green Wedge Land: Core Planning Provisions Clause 52.05 – Signs Clause 52.06 – Car Parking Clause 52.17 – Native vegetation Clause 52.29 – Land Adjacent to the Principal Road Network Clause 52.34 – Bicycle Facilities

Permit Trigger/s	Clause 35.04-1 – To use the land for an outdoor recreation facility.
	Clause 35.04-5 – Construct or carry out buildings and works associated with a use in Section 2 of Clause 35.04-1.
	• Clause 35.04-5 – To construct or carry out a building within the following setbacks:
	  ○ 100 metres of a Transport Zone 2 or land in a Public Acquisition Overlay if the Head, Transport for Victoria is the acquiring authority, and the purpose of the acquisition is for a road and,
	  ○ 100 metres from a dwelling not in the same ownership.
	Clause 45.01-1 - To use land for any Section 2 use in the zone.
	Clause 45.01-1 – To damage, remove destroy or lop any vegetation.
	Clause 52.05-13 – To display a business identification sign.
	Clause 52.17-1 – To remove, destroy or lop native vegetation.
	Clause 52.29-2 – Create or alter access to a road in a Transport Zone 2.

APPLICATION / PROCESS

Proposal	Use and development of land for an outdoor recreation facility (Golf driving range and mini-golf facility), alteration of access to a road in a Transport Zone 2, display of business identification signage and removal of native vegetation		
Reference No.	KP-2025/583	**RFI Received**	24 March 2026
App. Received	19 December 2025	**App. Amended**	S50 – 24 March 2026
Site Inspection	Yes		
S.52 Advertising	Commenced: 13 April 2026	**Advertising Completed**	Yes
S.52 Notice	South East Water		
S.55 Referrals	Transport for Victoria		
Internal Referrals	Yes, Vegetation Management, Traffic Engineering, Development Approvals, Road and Drains, Environmental Protection.		
Objection(s)	Nil (TRIM checked 12 October 2026)		
ESD Summary	N/A		
Vegetation	**Trees > 8m** Yes	**No. of Trees to be Removed (110cm circumference)**	One (1) Tree 47

LEGISLATIVE

Covenant/Other Restriction	Yes – S173 Agreement AC661511V.	Complies: Does not conflict

Aboriginal Cultural Sensitivity Area	Yes
CHMP	Exempt – significant ground disturbance demonstrated.
Considered Plans	Development Plans comprising Sheets 2 to 6, Revision B, dated 23 January 2-26, prepared by Formex Studio. Landscape Plans comprising Sheets 1 to 5, dated October 2025, prepared by Formex Studio. Arboricultural Impact Assessment, dated 24 February 2026, prepared by Chatfield Arborists & Consultants. Root Investigation Report, Verson 1, dated 17 August 2026, prepared by TMC Reports. Ecological Assessment, dated February 2026, prepared by Ranges Environmental. Traffic Impact Assessment, dated 12 March 2026, prepared by Red Square Traffic. DTP RFI response (SIDRA Analysis), dated 23 June 2026, prepared by Red Square Traffic. Waste Management Plan, dated 16 December 2024, prepared by Red Square Traffic. Landfill Gas Risk Assessment, dated 23 February 2026, prepared by Automated Environmental. Landfill Gas Risk Assessment, dated 3 July 2026, prepared by ARC Environmental.

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

1.1 The main issues arising from this proposal relate to:

- Land use
- Design and built form.
- Amenity considerations.
- Carparking and traffic impacts.
- Vegetation and landscaping considerations.
- Advertising signage.

2. SITE AND SURROUNDS

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



Image 1: View of the site from the northeast, December 2025.



Image 2: View of the site from the northwest, December 2025.

Allotment Placement and Size	The subject site is located on the south side of Heatherton Road in Clayton South. The site is irregular in shape with a frontage to Heatherton Road of approx. 250 metres and a side depth of approx.110 metres.
Size (m^2)	35,555.53m^2
Built Form	The eastern portion of the site is occupied by a number of sheds and storage containers.
Topography	The land has a varied topography with mounding occurring in various parts of the site.
Fencing	Boundaries are largely enclosed by 1.2 metre high post and wire fencing. The southeast corner of the site is however enclosed by 1.8 metres high cyclone fencing.
Vegetation	The perimeter of the site populated with a number of trees. Scattered trees and patches of native and non-native vegetation occupy parts of the site.
Easement(s)	None.
Footpath Assets / Access	A total of two vehicular accesses serve the site, one in the eastern end of the north roadside boundary of the site giving access to Heatherton Road and another in the southern end of the eastern boundary giving access to Grange Road. A number of power poles occupy the adjacent reserve to Heatherton Road and Grange Road, as well as a number of scattered trees. The road reserve to the south separates the site from the Dingley Bypass and is occupied by a shared user path and a number of canopy trees.
Covenant(s) / Restrictions	S173 AC661511V is attached to the land. In summary, it covenants that if a reticulated sewerage system is not providing to the land that the owner agrees to make a request that all sewerage will be treated and retained on the land without danger to public health, safety and environment and any treatment systems meet the relevant requirements of all Laws relating to such systems. It further covenants the ongoing treatment and management of sewage to the satisfaction of Council and otherwise, at the cost of the owner extend or connect reticulated sewerage services should South East Water provide, agree to provide or be legally required to provide such a connection.

3. SURROUNDING LAND

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



Image 3: Aerial image of site and surrounds, 24 September 2026, Source: Nearmap

Northeast	Developed by a single storey dwelling and associated outbuildings.
North	Beyond Heatherton Road, 421 Heatherton Road in use as a plant nursery occupied by a complex of greenhouses and utilitarian metal sheds.
East	512-540 Heatherton Road, occupied by a single storey dwelling and outbuildings and a dam. The land is largely used for an Arboricultural Business involving the Storage and Cultivation of Vegetation and an associated Contractors Depot.
South	Road reserve with Dingley bypass beyond.
West	Vacant land comprising 462-466 Heatherton Road.

4. PROPOSAL

Description	It is proposed to remove all buildings from the land, regrade the land and remove native vegetation to allow the use and development of the site for an outdoor recreation facility comprising a golf driving range and mini-golf facility. The golf driving range, would include a clubhouse building and three (3) undercover bays, constructed on the eastern portion of the site, north to south and orientated west towards the driving range to be formed through the site's regrading. 24 metre high wire mesh fencing would enclose the driving range to contain golf ball strike. 4.8 metre high lighting columns would be erected along the western side of the driving bays/ clubhouse to illuminate the course. The southeast corner of the site would accommodate the mini-golf facility with the land being recontoured to form the course and surfaced in part, with artificial turf and enclosed by 1.8m high wire mesh fencing along its north and west sides. 1.8m high timber paling fencing would enclose its south and east sides.

The existing vehicular access to Heatherton Road would be reinstated and a new access formed to Heatherton Road, giving access to a formal carpark serving the facility.

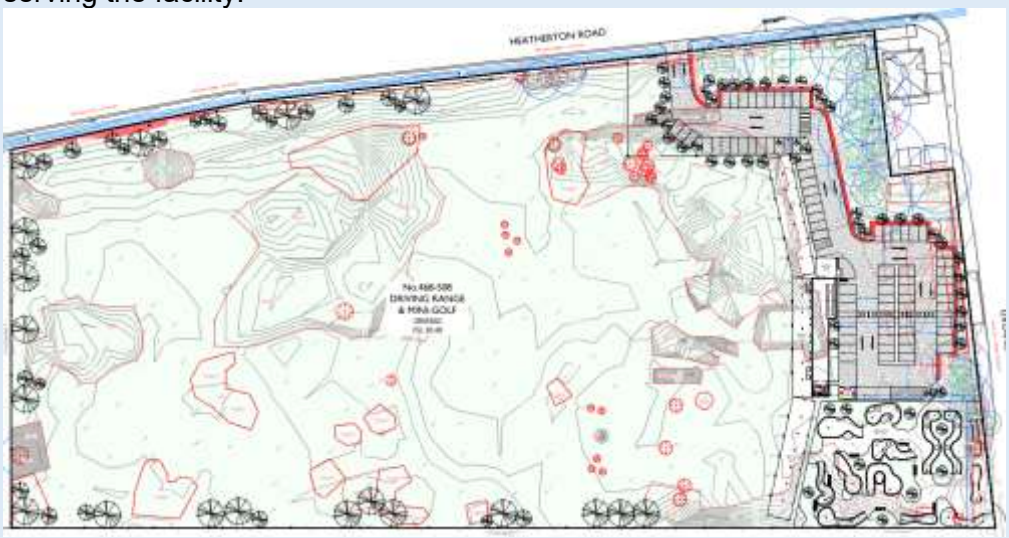


Image 4: Extract of GF & Site Plan, Sheet 3 of 6, prepared by Formex Studio

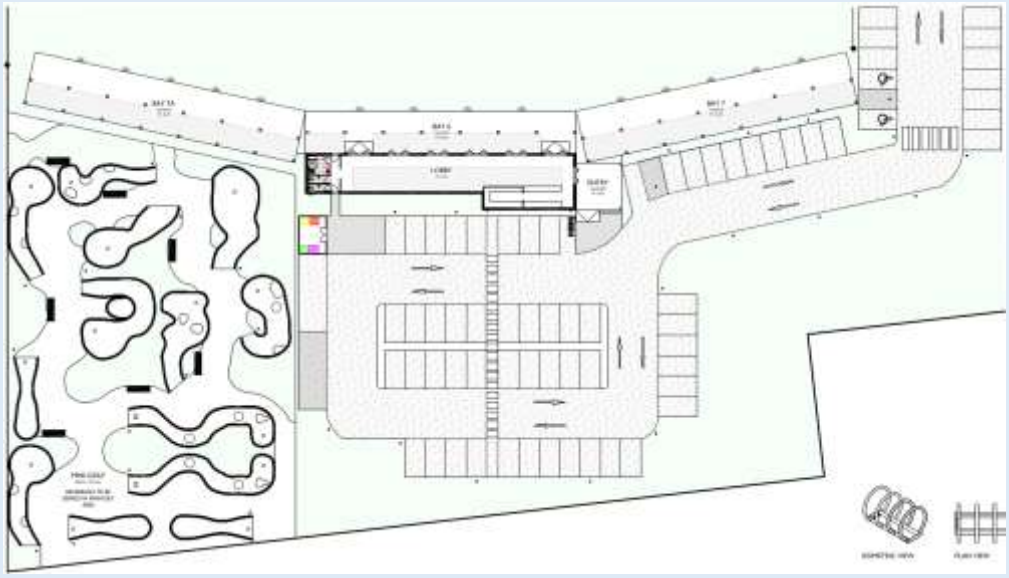


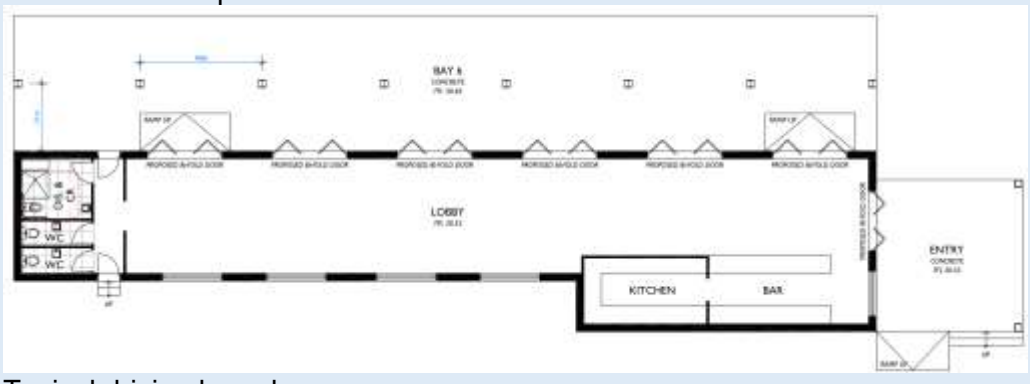
Image 5: Extract of Serving Plan, Sheet 6 of 6, prepared by Formex Studio

Operating Hours

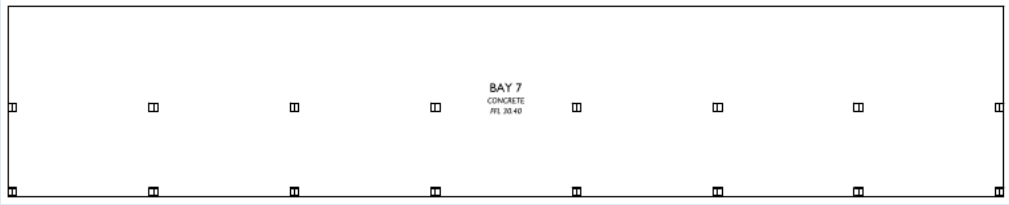
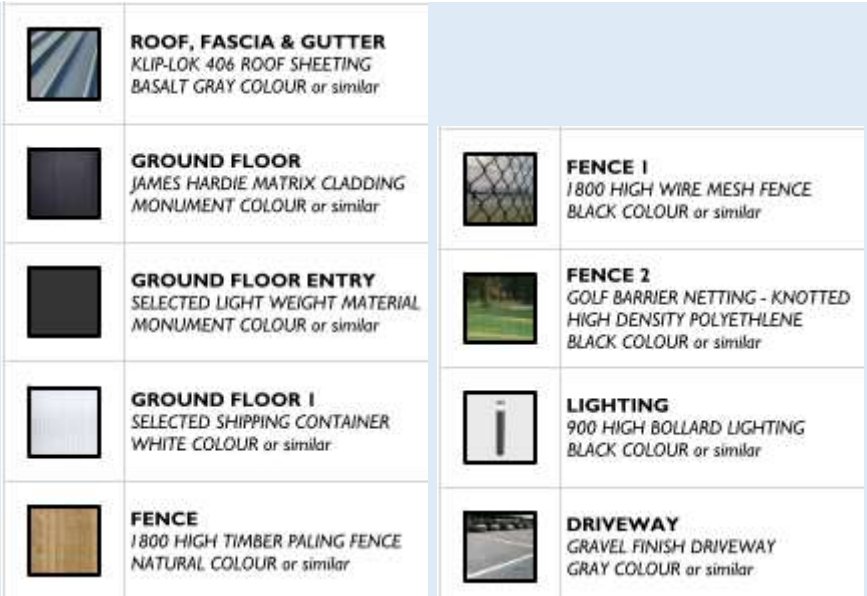
Monday to Sunday inclusive 9.00am to 11.00pm

Internal Layout / Seating

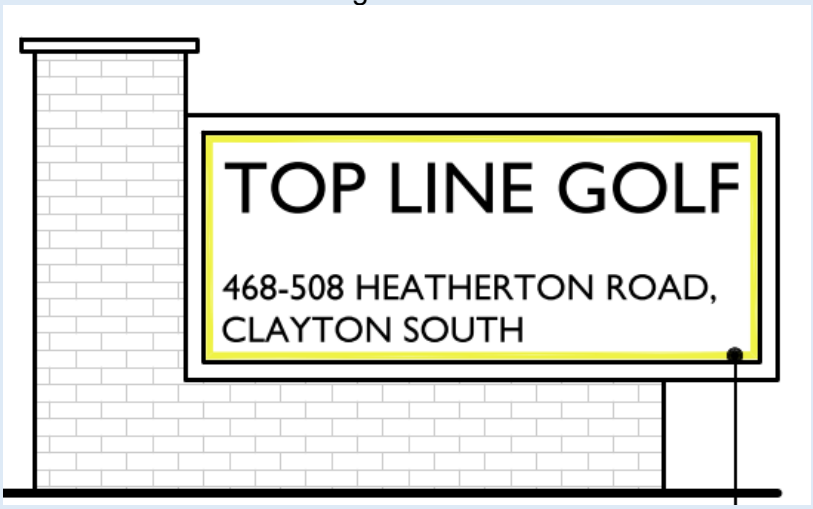
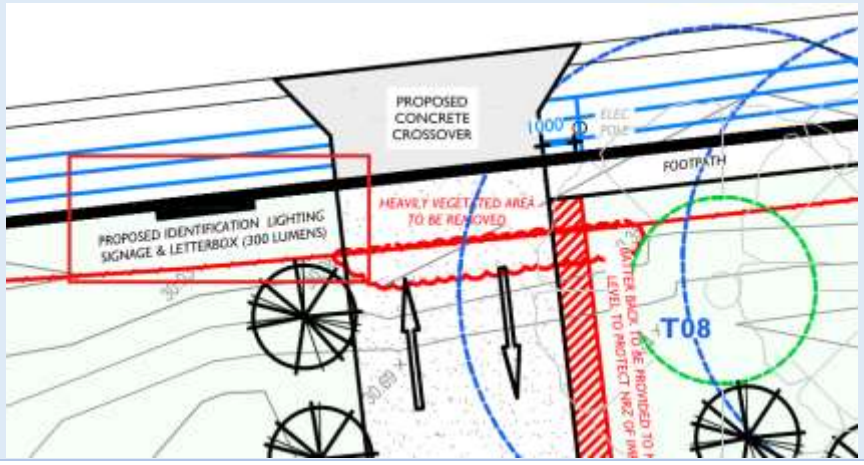
Clubhouse floor plan:



Typical driving bay plan:

	
Staff / Employees	The proposed use will employ a maximum of five (5) staff at any one time.
Storeys	Single storey
Maximum Building/ Structure Height	Maximum 4.965 metres – golf driving bays Maximum – 4.815 metres - clubhouse 4.8 metres – lighting columns illuminating the driving range
Car Parking	Seventy-eight (78) car parking spaces in total.
Loading and Unloading	A loading bay facility is proposed to the south of the carpark facilitating deliveries and waste collection.
Setbacks	The bays would be setback in excess of 30 metres from the roadside boundary with Heatherton Road and carparking setback a minimum of 12.75 metres. At its closest point, the carparking area would be setback 2.6 metres from the roadside Boundary with Grange Road.
Access	Existing vehicular access is to be removed and reinstated and a new access formed from Heatherton Road, a Transport Zone 2.
Vegetation Removal / Retention	All vegetation that is the subject of the PAO is to be removed as well as a scattered tree and one (1) patch of native and other vegetation across parts of the site and its perimeter. A total of thirty-four (34) trees are to be retained. Further detail is provided in the proceeding sections of this report.
Building Materials	
Bicycle Spaces	Eight (8) bicycle hoops are to be provided.

4.1 It is also proposed to erect business identification signage in association with the proposed use on the site. Signage details are outlined in the table(s) below:

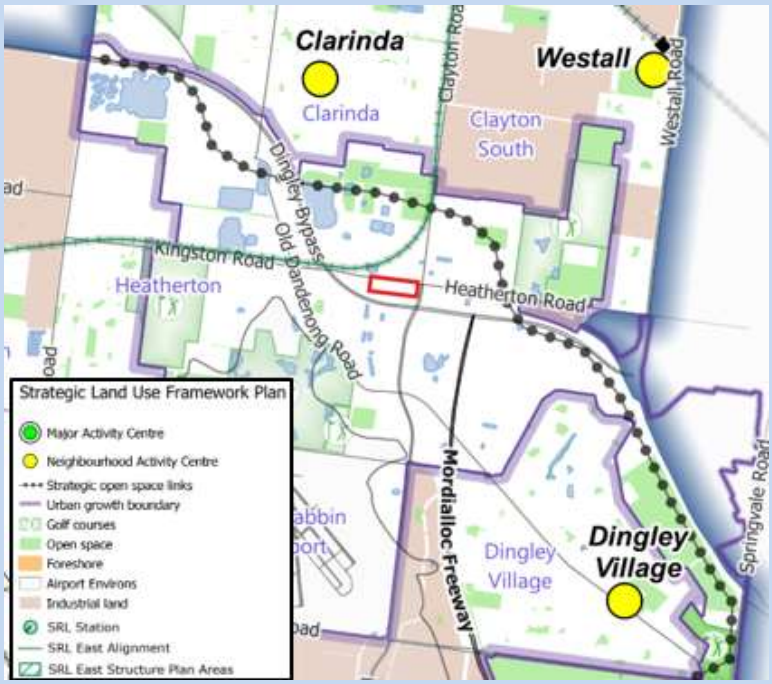
Sign No. 1 – Main entry sign	
Height:	1,750mm
Width:	2,950mm
Depth:	600mm
Total Area of Sign:	2.47m²
Text:	Top Line Golf
Colours:	Black Text on a white background 
Lighting:	LED strip lighting.
Positioning:	West of the new vehicular access to the site. 

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

5.1 The application was amended pursuant to Section 50 of the Act to include land use and vegetation removal planning permit triggers under the Public Acquisition Overlay at Clause 45.01-1 of the KPS.

6. PLANNING CONTROLS

Zone / Overlay / Particular Provisions	Rationale
Clause 35.04 – Green Wedge Zone	Pursuant to Clause 35.04-1, the use of land for an outdoor recreation facility (golf driving range and mini-golf facility) is a Section 2 – permit required land use. Pursuant to Clause 35.04-5, a permit is required to construct or carry out a building or works associated with a use in Section 2 of Clause 34.04-1. Further, to construct or carry out a building which is within the following setbacks: • 100 metres of a Transport Zone 2 or land in a Public Acquisition Overlay if the Head, Transport for Victoria is the acquiring authority and the purpose of the acquisition is for a road and, • 100 metres from a dwelling not in the same ownership. The golf driving range bays and clubhouse are within 100 metres of a Transport Zone 2 (Heatherton Road and Dingley Bypass). Driving Bay 7 and the Clubhouse building are within 100 metres of a dwelling not in the same ownership (510 Heatherton Road). 24 metre high mesh fencing is shown to enclose the perimeter of the driving range and 1.8 metre high metal or timber paling fencing, to enclose the mini-golf course. Whilst a fence (fencing) constitutes a 'building' as defined in Part 1, Section 3 of the Planning Environment Act 1987, Clause 62.02-2 of the KPS, states that any requirement in this scheme relating to the construction of a building or the construction or carrying out of works, other than a requirement in the Public Conservation and Resource Zone, does not apply to a fence. Therefore, other than conditions imposed by Head, Transport for Victoria, a determining referral authority, to control the height of the fence (see proceeding sections of this report,) the 'responsible authority' has no mandate to the consider or control the physical form or height of the fence as part of the assessment of the buildings and works proposed in this application.
Clause 45.04 – Public Acquisition Overlay	The northwest part of the site is within the Public Acquisition Overlay. See Nearmap imagery below:  Pursuant to Clause 45.04-1 a permit is required to use the land for any Section 2 use in the zone. Further, to damage, remove, destroy or lop any vegetation on the land.

Zone / Overlay / Particular Provisions	Rationale
	Clause 45.01-3 requires referral of the application pursuant to Section 55 of the Act to the acquiring authority for the land. In this case, Head, Transport for Victoria where referred the application, being the acquiring roads authority.
Clause 51.02 – Metropolitan Green Wedge Land: Core Planning Provisions	Clause 51.02 applies to land outside the urban growth boundary as shown at Clause 02.04 (Strategic Framework Plans) of the Kingston Planning Scheme. The subject site is one such parcel of land as is shown in the extract of the Strategic Land Use Framework Plan, below:  The purpose of Clause 51.02 is to protect metropolitan green wedge land from uses and development that would diminish agricultural and landscape values and to protect productive agricultural land from incompatible uses. The proposed use and development would be compatible with its Green Wedge context and would not conflict with the purpose of the Metropolitan Green Wedge Lane: Core Planning Provisions.
Clause 52.05 – Signs	The subject site is in Category 3 for sign requirement purposes. Pursuant to Clause 52.05-2, a planning permit is required to construct or put up for display a business identification sign. This is discussed in more detail at the assessment section of this report.
Clause 52.06 – Car Parking	Clause 52.06 applies to a new use. Clause 52.06-2 states that before a new use commences the minimum number of carparking spaces required under Clause 52.06-5 for a use must be provided to the satisfaction of the responsible authority in one or more of the following ways: • on the land; or

Zone / Overlay / Particular Provisions	Rationale
	• in accordance with a permit issued under clause 52.06-3; or • in accordance with a financial contribution requirement specified in a schedule to the Parking Overlay. An outdoor recreation facility as described in the application, is not a land use specifically listed at Clause 52.06-5. Accordingly, Clause 52.06-6 states that when this is the case, and before the new use commences car parking spaces must be provided to the satisfaction of the responsible authority. As discussed in more detail in the assessment section of this report, the car parking and traffic impacts of the proposed development are considered acceptable.
Clause 52.17 – Native Vegetation	Pursuant to Clause 52.17 – a permit is required to remove, destroy or lop native vegetation, including dead native vegetation. A scattered tree (T1 – River Red Gum) and two (2) patches of native understorey and canopy vegetation have been assessed as part of this application. The scattered tree and one (1) patch is to be removed from the site to facilitate the use and development. In support of the application an Ecological Assessment has been provided that responds to the Guidelines for the removal, destruction or lopping of native vegetation (Department of Energy, Environment and Climate Action, 2025) (the Guidelines). This is discussed further in the assessment section of this report.
Clause 52.29 - Land Adjacent to the Principal Road Network	Pursuant to Clause 52.29-2, a planning permit is required to create or alter access to a road in the Transport Zone 2. Heatherton Road is designated a Transport Zone 2 and it is proposed to reinstate the existing access and create a new access to this road, to allow for the efficient movements of vehicles to and from the site. The application was referred to Head, Transport for Victoria, as the relevant determining referral authority, who considered the application.
Clause 52.34 – Bicycle Parking	Clause 52.34-1 states that a new use must not commence until the required bicycle facilities and associated signage has been provided on the land. An outdoor recreation facility is not a land use listed at Clause 52.34-3. The rates typically associated with a minor sport and recreation facility have therefore been applied. In this a rate of 1 bicycle space per 4 employees and 1 bicycle space per 200 square metres of net floor area, equating to four (4) spaces for the 899.44 square metres of net floor area to be provided. The total statutory bicycle parking rate is therefore five (5) spaces. A total of eight (8) bicycle hoops are to be provided, exceeding the bicycle parking requirement.

Zone / Overlay / Particular Provisions	Rationale
	As only one (1) employee bicycle space is required, no shower or change room facilities are required pursuant to Clause 52.34-5. Nevertheless, the development includes showering facilities within the accessible toilet, which can equally function as a change room facility, as needs be.

7. REFERRALS

External Referrals

7.1 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
Head, Transport for Victoria	55	Determining	No	Subject to conditions included verbatim within the recommendation section of this report.
Moorabbin Airport	52	Recommending	No	Neither supports or objects to the proposal, noting that the applicant must observe the National Airport Safeguarding Framework (NASF). A condition is recommended to require the provision of an aviation impact assessment to consider the permitter fencing and lighting and its exceedance of the Obstacle Limitation Surface (OCL).

Internal Referrals

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

Department / Area	Comments / Rationale / Recommended Conditions
Traffic Engineer	No objection raised, being satisfied that the carparking on site will satisfy anticipated demands. However, recommends conditions requiring: (i) all accessible (DDA) car parking spaces designed and constructed in accordance with the requirements of AS/NZS 2890.6, (ii) all car parking spaces clearly line marked, (iii) directional line marking and signage to clearly define internal vehicle circulation and flow within the site and (iv) all loading and unloading activities occur entirely within the site. These conditions are included in the officer recommendation section of this report.
Development Approvals Engineer	No objection raised, subject to conditions included on any permit issued relating to integrated stormwater management and stormwater drainage.

Roads and Drains	No objection raised, subject to conditions included on any permit issued controlling the alignment of vehicle crossing with the internal driveway and distance of the crossing from power poles in the adjacent road reserve. Conditions to this effect are included in the officer recommendation as well as standard conditions relating to property boundary and footpath levels and reinstatement of crossing and footpaths to the satisfaction of the responsible authority.
Waste Management	No objection raised, noting the Waste Management Plan submitted with the application is satisfactory.
Vegetation Management Officer	Concern raised with respect to impact on trees denoted as T8 & T13 on the site as a result of the site cut to form the driveway and carparking area and otherwise on T35 & T36 owing to site recontouring to form the mini-golf course. In response, the applicant provided a non-destructive root investigation report to assess the extent of potential impact to those trees. On review of the NDRI, Council's Vegetation Management Officer is content that any impacts to T8 & T13 can be appropriately mitigated during construction subject to Arborist supervision during the works and tree protection measures being implemented. Concern is maintained with respect to impacts to T38 & T36. However, recommended conditions of permit will control the extent of any works within the NRZ of those trees, limiting incursions to no more than 10% in accordance with AS4970-2025 Protection of Tree on Development Sites. In addition, conditions will require the submission of an amended landscape plan that includes additional canopy tree buffer planting along the Heatherton Road interface and in between carparking bays, consistent with design standards at Clause 52.06-9. Further that there be a substitution of plant types to ensure all ground covers, large shrubs and trees comprise a 100% selection from the Gippsland Plain bioregions ecological vegetation class EVC927 – Plains Grassy Woodland (55)/ Swamp Scrub (53)/ Plains Grassy Wetland (125) Mosaic. No objection was raised to the removal of the native vegetation from the land. Recommended conditions of any permit that issues will require appropriate off-sets to mitigate for its loss in accordance with the 'Guidelines'. It is considered that subject to these measures, the development will achieve an appropriate landscape response.
Contamination	No objection subject to the inclusion of conditions on any permit issued requiring additional landfill gas risk assessment prior to the detailed design stage, detailed landfill gas mitigation measures, provision of a construction landfill gas management plan and a verification and validation plan to ensure appropriate testing and quality assurances are evidenced during construction and completion of mitigation measures. These matters are controlled by conditions included in the officer recommendation.

Environmental Health	A land capability assessment was submitted in support of the application, in response to initial referral comments from Council's Environmental Health Department. No further comment was received from Environmental Health at the time of writing of this report. In addition, the S173 Agreement covenanted on title, includes obligations for the landowner to implement a sewage treatment system at their cost and to the satisfaction of Council, the EPA and the Chief General Manager and in agreement with South East Water. Whilst this controls the provision of a sewerage treatment system on the land, it is nevertheless prudent to include a condition on any future permit issued that a sewerage treatment system be implemented prior to the proposed use being instituted, with reference to the recommendations of the LCA.

8. ADVERTISING

8.1 The proposal was advertised by sending notices to adjoining, and opposite property owners and occupiers and by maintaining a notice on site for fourteen (14) days. No objections were received to the application.

9. PLANNING CONSULTATION MEETING

9.1 As no objections to this application were received, no planning consultation meeting was required.

10. PLANNING CONSIDERATIONS

Municipal Planning Strategy

10.1 **Clause 02.02** (Vision) seeks to ensure that green wedge land is effectively managed to achieve sustainable land use outcomes, in a manner which supports the long-term role of Kingston's green wedge.

10.2 **Clause 02.03-1** (Green Wedge) encourages land use outcomes in the green wedge which provide sustainable outcomes. Increased pressure for more intensive urban development has led to a decline in agricultural production. Activities must be consistent with, and contribute to, optimal long-term planning solutions for the whole of the south-eastern regional green wedge. Land use and development must respond to and support the following strategic directions:

- *Protect the green wedge land from intrusion of urban uses.*
- *Ensure activities in the green wedge are consistent with, and contribute to, optimal long-term planning solutions for the whole of the south eastern regional green wedge.*
- *Improve the region's environmental values (including flood storage, water quality and flora/fauna habitats).*
- *Support development of regional parks and creation of a network of regional open space linkages, including a north-south open space spine (Chain of Parks – Sandbelt).*
- *Manage the edge of urban areas to protect the green wedge and ensure that the green wedge area is both stable and enduring.*
- *Protect and improve the rural landscape character of the green wedge particularly along main roads.*
- *Protect the economic and operational viability of key industries and infrastructure.*

10.3 **Clause 02.03-2** (Environmental and Landscape Values) recognises the significance of Kingston's environmental landscape(s) contribution to the diversity of fauna and flora. The quality and ecological value of Kingston's natural environments must be maintained and

enhanced (and not degraded), including retention and provision of native tree canopies, and vegetation corridors. Evolution of the green wedge area seeks to promote further development of the green wedge landscape character.

10.4 **Clause 02.03-4** (Natural Resource Management) emphasises that the role of agricultural production throughout Kingston is on a decline, particularly agricultural land use along Heatherton Road. Fragmentation of land holdings through non-compatible land uses reduces land capabilities for agricultural purposes. High quality agricultural land must be protected for agricultural purposes.

10.5 The proposal would maintain the existing agricultural use of the land and provide infrastructure that would support its ongoing viability.

10.6 **Clause 02.03-5** (Environmentally Sustainable Development) commits to integrate environmentally sustainable principles into all land-use planning, new developments, and redevelopments of existing infrastructure.

10.7 **Clause 02.03-8 (Transport)** at a local level, provides strategic directions for transport planning including to improve traffic circulation, car parking, site layout and truck access to sites within Kingston's older industrial areas, integrate land use and transport planning to create a more sustainable community and to minimise conflict with abutting land uses. The proposal provides appropriate parking and will include a new vehicular access to ensure vehicle movements to the site do not substantial burden the existing road network.

Planning Policy Framework

10.8 **Clause 11.01-1R** (Green Wedge Land – Metropolitan Melbourne) seeks to protect the non-urban values of metropolitan green wedge land. It includes various strategies to ensure this objective is achieved, seeking to ensure that use and development enhances the non-urban values of green wedge land, including agricultural, built form character, cultural heritage, economic, environmental and landscape values.

10.9 Development with sensitive land uses and commercial, tourism and other population dense activities are to be located a suitable distance from land use that poses a human health risk or reduce amenity, including intensive agricultural production, rural industry, mining and extractive industry. Appropriately sited, community facilities such as those that serve a religious, spiritual, cultural or community function, are to be supported. The cumulative impact of development associated with accommodation, commercial tourism, industrial and other intensive activities are to remain ancillary to or in conjunction with non-urban land uses, including agriculture, natural systems, outdoor recreation and rural industry.

10.10 Support is to be given to existing and potential agribusiness activities, forestry, food production and tourism. encouraged. environmental, economic, social benefit and landscape values must be safeguarded.

10.11 **Clause 11.01-1L** (Green Wedge – Kingston) encourages land use and development that contribute to the enhancement and re-creation of landscapes. Land use and development must support the rural role and function of Kingston's green wedge areas through their use, layout, building design and landscape elements, particularly in the Heatherton area.

10.12 **Clause 12.01-1S** (Protection of Biodiversity) emphasises the protection of biodiversity and significant landscapes as well as improving landscape qualities. Planning must limit the fragmentation of habitats and must protect and enhance habitats for indigenous plants and animals in urban areas. **Clause 12.01-1L** (Protection of Biodiversity – Kingston) reinforces

this and seeks to reinstate and enhance local biodiversity by way of retaining and replanting of native trees and vegetation cover.

10.13 As per the directives of **Clause 12.01-2S** (Native Vegetation Management), there should be no net loss to biodiversity as a result of the removal, destruction or lopping of native vegetation. This is reinforced at **Clause 12.01-2L** (Native Vegetation Management – Kingston) which promotes the use of indigenous plant species in all landscaping throughout the green wedge area. Existing native vegetation should be retained, where possible.

10.14 A total of forty- seven (47) trees were surveyed as part of the application. Thirty-four (34) of them are to be retained. Twenty-seven (27) are native trees. Patches of native ground covers also populate the site.

10.15 It is proposed that one native tree (denoted at T1 on the development plans) as well as one (1) patch of native understory vegetation (denoted as Habitat Zone 1 in the supporting Ecology Assessment) be removed from the site. Consideration of this removal is given relative to Clause 52.17 – Native Vegetation in proceeding sections of this report. Recommended conditions of any planning permit that may issue will ensure appropriate indigenous/ native planting by species and count to off-set their removal and otherwise supplement existing canopy and plant cover on site. Please see the officer recommendation at Section 14 of this report that details conditional requirements to include twenty (20) canopy trees on site in addition to the forty-three (43) already proposed by the applicant and as shown on the submitted landscape plan.

10.16 **Clause 13** (Environmental Risks and Amenity) aims to ensure that planning adopts a best practice environmental management and risk management approach which aims to avoid or minimise environmental degradation and hazards. Further, planning should identify and manage the potential for the environment, and environmental changes, to impact upon the economic, environmental or social well-being of society. Planning should ensure that development and risk mitigation does not detrimentally interfere with the important natural process as well as preparing for and responding to the impacts of climate change.

10.17 **Clause 13.07-1S** (Land Use Compatibility) incorporates strategies to ensure new uses do not create adverse offsite impacts and are compatible with the surrounding uses. **Clause 13.07-1L** (Land Use Compatibility – Kingston) further reinforces the aforementioned policy.

10.18 **Clause 14** (Natural Resource Management), seeks to protect agricultural land within Melbourne's green wedges and permanent fragmentation of land.

10.19 **Clause 14.01-1S** (Protection of Agricultural Land) seeks to protect the state's agricultural land by preserving productive agricultural land with strategies which seek to:

- *Plan land use and development to retain productive agricultural land having regard to climate adaption to more intensive agriculture, diverse crop varieties and livestock breeds, soil type where relevant, growing season, economies of scale, climate change, technology, availability of labour and infrastructure and any other relevant factor.*
- *Prevent the permanent removal or fragmentation of productive agricultural land without the consideration of its existing and potential importance for local, regional and state needs, including the agricultural production and processing sectors.*
- *Prevent productive agricultural land from unplanned loss due to permanent changes in non-agricultural land uses.*
- *Prevent land use conflict by directing non-agricultural land uses away from all agricultural land uses and incompatible agricultural land uses from irrigated agricultural land.*

10.20 **Clause 14.01-1R** (Protection of Agricultural Land – Metropolitan Melbourne) aims to prevent irrigated agricultural land from unplanned loss due to permanent changes in urban and incompatible agricultural land uses, including the Werribee Irrigation District, the Maribyrnong River Flats, Cora Lynn, Koo Wee Rup and Boneo. Similarly, **Clause 14.01-2S** (Sustainable Agricultural Land Use) seeks to support diversification and value-adding of agriculture through effective agricultural production and processing, rural industry and farm-related retailing, and development with innovative and sustainable approaches to agricultural rural land use practices.

10.21 **Clause 15** (Built Environment and Heritage) aims to ensure the role of urban design, building design, heritage and anergy 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.

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

10.23 The Aboriginal Heritage Act 2006 (the Act) and Aboriginal Heritage Regulations 2018 provides for the protection and management of Victoria's Aboriginal heritage with streamlined processes linked to the Victorian planning system. The Act also provides clear guidance to planners and developers about when, and how, Aboriginal cultural heritage needs to be considered, and in some situations, work cannot proceed until compliance is met. Large developments and other high impact activities in culturally sensitive landscapes can cause significant harm to Aboriginal cultural heritage (source: DCPD website).

10.24 The subject land **is** identified in an area of Aboriginal cultural heritage sensitivity, and the use and development of the land are considered to be a high impact activity under Regulation 46(1)(b)(xv)). However, pursuant to Regulation 34(2) of the *Aboriginal Heritage Regulations 2018*, the proposed activity is **exempt** from requiring a cultural heritage management plan, as it has been established that the activity area has been subject to significant ground disturbance as defined by the Regulation 5. This is evidenced in the significant ground disturbance desktop assessment, prepared by JEM Archaeology, dated 29 January 2026.

10.25 **Clause 17** (Economic Development) includes various objectives and strategies relating to promoting employment and business. Furthermore, **Clause 17.04-1R** (Tourism in Metropolitan Melbourne) encourages the development of tourism opportunities**.**

10.26 **Clause 18.01-1S** (Land Use and Transport Integration) seeks to facilitate access to social, cultural and economic opportunities by effectively integrating land use and transport. With respect to land use and development strategies, inter alia, policy seeks to protect existing transport infrastructure from encroachment or detriment that would impact on the current or future function of the asset and support urban development that makes jobs and services more accessible**.**

10.27 **Clause 18.02-4S** (Roads) seeks to facilitate an efficient and safe road network that integrates all movement networks and makes best use of existing infrastructure. Strategies are to plan and develop the road network to, inter alia, ensure people are safe on and around roads, improve connections for all road users, facilitate the use of public transport, cycling and walking. Further, plan an adequate supply of car parking that is designed and located to, as relevant, protect the role and function of nearby roads, protect residential areas from the effects of road congestion created by on-street car parking, enable easy and efficient use and achieve a high standard of urban design**.**

10.28 It is considered that the proposed use and development of the subject site generally complies with and satisfies the Planning Policy Framework guidelines, subject to conditions included on any permit issued as discussed throughout this report, which aim to encourage suitable land use and development in the Green Wedge Zone.

10.29 Clause 14.02-2S (Water Quality) seeks to protect water quality. This is further advanced through Clause 19.03-3S (Integrated Water Management) which seeks to sustainably manage water supply and demand, water resources, wastewater, drainage and stormwater through an integrated water management approach, and Kingston's local content at Clause 19.03-3L (Stormwater Management).

10.30 Clause 19.03-3L is applicable to the consideration of medium and large-scale developments as specified within the policy. This clause seeks to improve the quality and reduce the impact of stormwater run-off, incorporate the use of water sensitive urban design principles in development and to ensure that developments are designed to meet best practice performance objectives.

10.31 It is considered that the proposed development is capable of complying with the above guidelines and policies. It provides for an ability to incorporate water sensitive urban design and adequate space to include measures that can be used to reduce run-off. Council's development engineer is satisfied with the proposal, subject to conditions included on any future planning permit that issues.

Zoning Provisions

10.32 The application has been assessed against the relevant zoning (Green Wedge Zone), and it is considered that the proposed development satisfies the purpose of the zoning controls contained within the Kingston Planning Scheme.

10.33 The proposal is responsive to the purpose(s) of the Green Wedge Zone, which seek to:

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To provide for the use of land for agriculture.*
- *To recognise, protect and conserve green wedge land for its agricultural, environmental, historic, landscape, recreational and tourism opportunities, and mineral and stone resources.*
- *To encourage use and development that is consistent with sustainable land management practices.*
- *To encourage sustainable farming activities and provide opportunity for a variety of productive agricultural uses.*
- *To protect, conserve and enhance the cultural heritage significance and the character of open rural and scenic non-urban landscapes.*
- *To protect and enhance the biodiversity of the area.*

10.34 Regard is given to the decision guidelines of **Clause 35.04-6**. In relation to general considerations, the proposal satisfies the purpose and vision, and the Planning Policy Framework of the Kingston Planning Scheme, relating to the capability of the land to accommodate the proposed use and development as well as the suitability of the use and development and the compatibility of the proposal with adjoining land uses.

10.35 Having consideration to the sites physical characteristics and the proposal's ability to support recreational and tourism opportunities, the proposal satisfies the overarching purpose of the Green Wedge Zone, and Schedule 2 of the Zone, including through implementing the Municipal Planning Strategy and the Planning Policy Framework.

10.36 The proposed use of the land and associated buildings and works do not limit the use of the green wedge land for future agricultural, environmental and recreational opportunities, and the land can be restored to the current conditions if necessary.

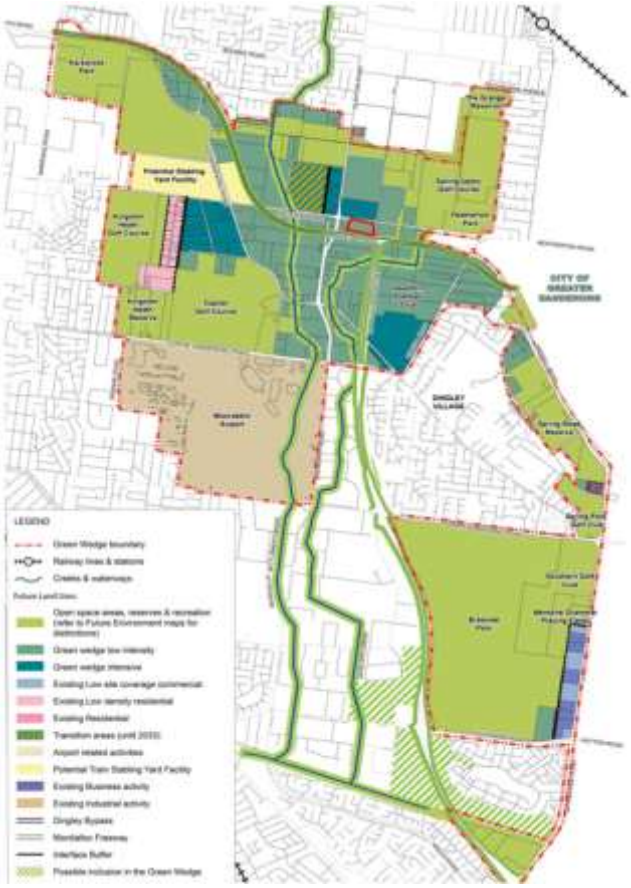
Kingston Green Wedge Management Plan

10.37 Regard must be given to the *Green Wedge Management Plan 2023 (GWMP 2023)* which was adopted by Council in December 2023.

10.38 The GWMP 2023 identifies that buildings in the Green Wedge should protect and strengthen the existing character of the Green Wedge environment, be sited and designed to maintain an overall sense of spaciousness in the landscape, provide adequate space around buildings for existing and new vegetation and landscaping, maintain open views and vistas from roads and public spaces, do not dominate the landscape, are fit for purpose, and screened by vegetation if this necessitates a larger structure, utilise materials, colours and finishes that best immerse buildings within the landscape, reflect the particular locality and future use of the land within the Green Wedge, are sited and designed to minimise the effects of the use/development on nearby properties and ensure future development is protected from adjoining uses that may have off-site impacts.

10.39 The Green Wedge Management Plan 2023 identifies the need to encourage new agriculture and other 'green' uses (and associated structures), including small-scale horticultural activities. In order to retain an agricultural presence within the green wedge, greenhouse agriculture activities are encouraged (subject to water supply). The site is capable of access to reticulated water.

10.40 The subject site is identified as being within a Green Wedge Low Intensity Area on the Future Land Use – Map 7 contained within the Green Wedge Management Plan 2023. The site interfaces with existing green wedge low intensity and green wedge intensive areas.



Land Use

10.41 Green Wedge low intensity areas should accommodate agriculture, open space, recreational and sporting facilities, low sit coverage community and education uses.

10.42 The proposed use of the land falls under the umbrella use of Leisure and Recreation which aligns with the strategic direction for the green wedge.

10.43 The proposed use and development will not result in the loss of agricultural land, nor does it compromise the future use of the land with the land able to be restored to current conditions. It is also noted that the proposed use will provide employment and entertainment opportunities for the local community without adversely impacting the existing biodiversity or landscape qualities of the surrounding area. The appropriateness of proposed buildings and works is discussed below.

10.44 Furthermore, the proposal is consistent with the planning outcomes for, and supports the role of, the green wedge area. The proposal will ensure that the agricultural base continues to be preserved and the land easily remedied if necessary and ensures that the rural landscape character is protected and enhanced, in part, through the retention and planting of native canopy tree planting. Accordingly, the natural environment will be enhanced.

10.45 The Green Wedge Management Plan 2023 provides building design guidelines to manage new development, control negative change and protect and strengthen the valued qualities of the green wedge environment. The guidelines are structured around eight typologies, based on existing characteristics and reflective of the varying land uses that occur throughout the green wedge.

10.46 The subject site, being Green Wedge Low Intensity, falls within ‘Precinct 4’.

10.47 The design guidelines for this precinct are:

- A preferred 10 metre minimum front setback, 20 metre minimum rear setback, 5 metre minimum side setbacks to both sides.
- A preferred maximum height of 8 metres and 2 storeys.

Built form and Character

- Buildings should be highly articulated and avoid contemporary rendered styles.
- Site coverage must not exceed 20% of the total site area.
- Maintain the semi-rural and low-density character of properties along Pietro Road, which are characterised by large private open spaces, hobby farms and the absence of footpaths.
- Ensure new dwellings are sited at a distance from boundaries to minimise potential interface issues with adjoining golf course or agricultural uses.

Landscape

- Landscape front and side setbacks to enhance spaciousness between buildings and include the planting of large canopy trees.

Pavements and surfaces

- Minimise crossovers, garages and driveways, such that they do not dominate the streetscape and are less than 20% of the street frontage.

Design Response

10.48 The clubhouse structure would have a maximum height of 4.815 metres and the driving bays and overall height of 4.965 metres.

10.49 The proposal locates the clubhouse and driving bays a minimum of 33.22 metres from Heatherton Road and 39.135 metres from Grange Road. Whilst the southernmost driving bay would be 2.15 metres from the southern boundary of the site, it would be intervened by the extensive road reserve that forms the north side of the Dingley Bypass, which of itself is some 50 metres deep, populated by canopy trees and a shared user path.

10.50 The buildings are utilitarian in appearance and finished in materials that are appropriate to their function. They are consistent with other similar structures on land east and north of the site.

10.51 The associated flood-lighting columns, although 4.8 metres in height, comparable to the height of the proposed buildings and below the preferred building height within the precinct. By their likely form and location on the west side of the complex of buildings, they would not appear incongruous in their setting. As no specific detail, other than height, has been given of the lighting columns, a condition is included in the officer recommendation to request this.

10.52 Landscaping including existing and proposed canopy trees would largely screen carparking areas from views outside of the site. With this, the driving range, mini-golf course and associated buildings and carparking, would be appropriately integrated into their landscape setting.

10.53 Overall, the proposed site coverage (approximately 2.55%), front, side and rear setbacks and height of the proposed buildings is considered acceptable for the site to maintain the spacious setting of the site and surrounds and will deliver sufficient space for additional landscaping opportunities without dominating the streetscape. Furthermore, the proposed buildings have been clustered in one area to avoid impact on the visual amenity of the area. The new vehicular access at 6.4 metres wide occupies only 2.54% of the Heatherton Road boundary. By virtue of this and in that is replaces an existing access to be reinstated, it will not dominate the streetscape.

10.54 The perimeter fencing, at a height of 24 metres, is considerably tall. However, its purpose is to ensure ball strike does not occur within the adjacent Transport Zone 2 and is therefore contained within the site. The Head, Transport for Victoria (HTfV) has considered this prospect and requires the fencing to be least 30 metres high, unless a Golf Ball Trajectory Study is undertaken by the applicant to advise an alternative. Nevertheless, the fencing does not require a planning permit as it is a form of building that is exempt from the need of a permit pursuant to Clause 62.02-2 of the KPS. Accordingly, other than the mandate to include conditions of the determining referral authority, HTfV, consideration and control of the height and form of the fencing cannot be exercised in the assessment of this application. This applies also to fencing that would enclose the min-golf course.

Off-site amenity

10.55 The nearest sensitive receptor is the dwelling at 510 Heatherton Road that is within 50 metres to the northeast of the clubhouse and driving bays structures on the site. Whilst no objection to the application was raised by the owner / occupier of that, it is nevertheless incumbent on the responsible authority to consider the impact of the proposed use on that neighbouring property.

10.56 Flood lighting has been nominated on the plans with the indication that this be directed towards the driving range. It is therefore a recommended condition of any permit issued that

the details of the layout, siting and design of all external lighting be provided including that it be baffled and directed to prevent any adverse impact to adjoining land.

10.57 A condition is also included in the officer recommendation to ensure that noise levels emanating from the premises does not exceed those required to be met under relevant EPA regulations. Further, that the hours of operation be limited to between 9am to 10pm Monday to Sunday inclusive, as opposed to extending to 11pm each evening in order to protect the residential amenity of 510 Heatherton Road to the northeast.

10.58 On the foregoing considerations, the proposed use and development is appropriate and will make a positive contribution to its location and recreational use of this part of Kingston Green Wedge. It is consistent with the purpose of the zone and the design outcomes directed by the Green Wedge Management Plan 2023.

Particular Provisions

10.59 The application has been assessed against the relevant particular provisions, and it is considered that the proposed use and development meet, the requirements contained within this section of the Kingston Planning Scheme.

Clause 51.02 - Metropolitan Green Wedge Land: Core Planning Provisions

10.60 Clause 51.02 applies to land outside the urban growth boundary as shown at Clause 02.04 (Strategic Framework Plans) of the Kingston Planning Scheme. The purpose of Clause 51.02 is to protect metropolitan green wedge land from uses and development that would diminish agricultural and landscape values and to protect productive agricultural land from incompatible uses.

10.61 Clause 51.02 provides overarching objectives for the use and development of land in the green wedge. The policy **does not prohibit** the use of the land for an outdoor recreation facility.

Clause 52.05 – Advertising Signs

10.62 The purpose of Clause 52.05 is:

- *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, efficiency or a road.*

10.63 The sign that is the subject to this application is appropriate to its location, being to the west of the new access to the site. The text it displays is limited to the business name only and with this is purposeful in its context. LED lighting would halo the sign and otherwise, the structure the sign would be displayed on, is appropriate in form and finish. It would not appear incongruous in its setting and is compatible with the existing and future character of this part of Kingston's Green Wedge. It would not by its form, text displayed or method of illumination, cause driver distraction so as to impact the safety or efficiency of the adjacent road network.

Clause 52.06 – Car Parking

10.64 Clause 52.06 does not contain a specified car parking rate for the proposed use. Therefore, pursuant to Clause 52.06-6, car parking spaces must be provided to the satisfaction of the responsible authority.

10.65 The purpose of Clause 52.06, amongst other things, is:

- *To ensure that car parking is provided in accordance with the Municipal Planning Strategy and the Planning Policy Framework.*

- *To ensure the provision of an appropriate number of car parking spaces having regard to the demand likely to be generated, the activities on the land and the nature of the locality.*
- *To support sustainable transport alternatives to the motor car.*
- *To promote the efficient use of car parking spaces through the consolidation of car parking facilities.*
- *To ensure that car parking does not adversely affect the amenity of the locality.*
- *To ensure that the design and location of car parking is of a high standard, creates a safe environment for users and enables easy and efficient use.*

10.66 In accordance with Clause 52.06-7 of the Kingston Planning Scheme, an assessment of car parking demand likely to be generated by the use must have regard to a number of factors, including:

- *The likelihood of multi-purpose trips within the locality which are likely to be combined with a trip to the land in connection with the proposed use.*
- *The variation of car parking demand likely to be generated likely to be generated by the proposed use over time.*
- *The short-stay and long-stay parking demand likely to be generated by the proposed use.*
- *The availability of public transport in the locality of the land.*
- *The convenience of pedestrian and cyclist's access to the land.*
- *The provision of bicycle parking and end of trip facilities for cyclists in the locality of the land.*
- *The anticipated car ownership rates of likely or proposed visitors to or occupants (residents or employees) of the land.*
- *Any empirical assessment or case study.*

10.67 A Traffic Impact Assessment (TIA) has been submitted in support of the application which considers the anticipated carparking demands associated with the proposed use. In this, it has applied a conservative rate of 0.5 carparking spaces per patron, whilst also noting the use will likely attract attendance by small groups, vehicle sharing.

10.68 Based on the applied rate and number of patrons, which is anticipated to be a maximum of 100 persons, there is an expected demand for fifty (50) carparking spaces.

10.69 The development would be inclusive of seventy-eight (78) carparking spaces, and it is the conclusion of the TIA, that the supply exceeds anticipated demands**.**

10.70 Council's Traffic Engineer has reviewed the TIA and satisfied that carparking provision associated with the use is consistent with the anticipate demands.

10.71 In relation to the proposed car parking location and accessway design, Council's Traffic Engineer is content with these arrangements subject to conditions of any permit issued that disabled carparking be set out in accordance with Australian Standard, and otherwise carparking area line marked and direction of travel delineated in accordance with design standards at Clause 52.06-9. These requirements are included in the officer recommendation.

Clause 52.17 – Native Vegetation

10.72 An Ecological assessment has been submitted in support of the application, which assesses native removal of site in accordance with Victoria's Guidelines for removal, destruction and lopping of native vegetation' (DELWP) 2017 sited at Clause 52.17.

10.73 The assessment identifies one (1) scattered tree, denoted as T1 (River Red Gum) and two patches of native understorey and canopy covers, denoted as Habitat Zone 1 and Habitat Zone 2 respectively.

10.74 Habitat Zone 1 comprises 0.018 hectares of understorey species including Pale Rush, Creeping Cudweed and Common Spike-sedge. Habitat Zone 2 contains a canopy only patch of seven (7) individual specimens of River Red Gum as the only native species found among several high threat weeds including African boxthorn.

10.75 Only scattered tree T1 and understorey vegetation in Habitat Zone 1 are proposed for removal. However, for the purpose of calculating off-set contributions for their loss, canopy in Habitat Zone 2 is assumed lost (but is not proposed to be removed) and is included in the calculation.

10.76 Overall, the extent of native vegetation removal is 0.109 hectares.

10.77 The purpose of the Clause 52.17 is:

- To ensure that there is no net loss of biodiversity as a result of the removal, destruction or lopping or native vegetation. This is achieved by applying the following three step approach in accordance with the Guidelines for the removal, destruction or lopping of native vegetation (Department of Environment, Land, Water and Planning, 2017) (the Guidelines):
  1. Avoid the removal, destruction or lopping of native vegetation.
  2. Minimise impacts from the removal, destruction or lopping of native vegetation that cannot be avoided.
  3. Provide an off-set to compensate for the biodiversity impact if a permit is granted to remove, destroy or lop native vegetation.
- To manage the removal, destruction or lopping of native vegetation to minimise land degradation.

10.78 Given the extent of removal, the proposal falls within the 'Intermediate Assessment Pathway' under the Guidelines.

10.79 A Native Vegetation Removal assessment was included in the Ecological Assessment Report, assessing offset requirements, resulting in a General Habitat Unit (GHU) Offset amount of 0.019 attributed to the removal of the scattered tree and patch vegetation.

10.80 Council's Vegetation Management Officer is content with the off-sets calculated subject to conditions of any permit issued, to secure them, as well as evidence of them having been obtained. These are included in the officer recommendation.

Clause 52.29 – Land Adjacent to the Principal Road Network

10.81 A new crossover is proposed to Heatherton Road which is a Transport Zone 2. A permit is required according to Clause 52.29 Land Adjacent to the Principal Road Network, to create or alter access to a road in a Transport Zone 2 or Land in a Public Acquisition Overlay if a transport manager (other than a municipal council is the acquiring authority and the acquisition is for the purpose of a road. Following review of SIDRA analysis, mapping vehicle movements to and from the site during various snapshots in a day including peak times, Head, Transport for Victoria have recommended operational conditions for vehicles entering and exiting Heatherton Road. These conditions are included verbatim in the officer recommendation.

Clause 52.34 – Bicycle Facilities

10.82 This provision requires that only five (5) bicycle spaces be provided. The proposal exceeds this requirement by providing a total of eight (8) bicycle spaces on site. In addition, and

although not a statutory requirement, showering/ changing facilities are included within the clubhouse building. Accordingly, requirements at Clause 52.34 are met.

11. PLANNING SCHEME AMENDMENT

11.1 Planning scheme Amendment C220 seeks to implement the recommendations of the Kingston Green Wedge Management Plan 2023 (KGWMP) into the KPS. With this, Green Wedge Zone land will be rezoned Green Wedge A Zone, other zoning anomalies will be corrected, and planning controls and policy will be updated. The Amendment also seeks to control built form within the green wedge by applying a Design and Development Overlay, which will align with the precinct design guidelines in the KGWMP.

11.2 It is considered that the proposed use and development aligns with the recommendations of the KGWMP and will not conflict with the controls envisaged to be implemented into the KPS in the future.

12. GENERAL COMMENT

12.1 The proposed use and development accords with the provisions of the Green Wedge Zone and is not considered a departure from the built form guidelines of the Green Wedge Management Plan 2023. The proposal is appropriate for its context and well located in an area, which is characterised by a wide range of agricultural or relatively low intensity uses that contribute to and compliment the role and function of the area.

13. CONCLUSION

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

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

13.3 The proposed use and 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.
- It does not conflict with the design guidelines within Kingston's Green Wedge Management Plan 2023.

14. RECOMMENDATION

14.1 That Council determine to support the proposal and issue a planning permit for the use and development of land for an outdoor recreation facility (golf driving range and mini-golf facility), alteration of access to a road in a Transport Zone 2, display of business identification signage and removal of vegetation at 468-508 Heatherton Road, CLAYTON 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 advertised plans, but modified to show:

a) A landscape provision of an amended landscape plan in accordance with the submitted Landscape Plans Sheets 1-5, prepared by Formex Studio, dated October 2025, with such plans to be prepared by a suitably qualified landscape professional to the satisfaction of the responsible authority and incorporating:

   i) Continuation of the buffer planting along the Heatherton Road setback to the proposed driveway to be illustrated and notated;

   ii) Indigenous understorey vegetation to be planted in mulched garden beds beneath all proposed canopy trees;

   iii) Finished ground surface including vegetation of garden beds containing existing retained canopy trees to be illustrated and notated;

   iv) Intrusion from works relating to the mini golf course into the Notional Root Zone of T35 Eucalyptus camaldulensis (River Red Gum) and T36 Ulmus procera (English Elm) to be limited to 10%;

   v) A range of plant types from ground covers to large shrubs and trees, provided at adequate planting densities (e.g. plants 1 metre width at maturity planted 1 metre apart); with the species chosen to comprise 100% from the Gippsland Plain bioregion ecological vegetation class EVC927- Plains Grassy Woodland(55)/Swamp Scrub(53)/Plains Grassy Wetland (125) Mosaic;

   vi) All proposed Acacia implexa (Lightwood) and all Exocarpus cuppressiformis (Cherry Ballart) except for those located adjacent car park spaces 72-75 to be substituted with a mix of Eucalyptus camaldulensis (River Red Gum) and Eucalyptus ovata (Swamp Gum);

   vii) All proposed Mentha pulegium (Pennyroyal), Watsonia meriana var. bulbillifera (Bulbil Watsonia) and Hypericum gramineum (Small St John's Wort) to be substituted with vegetation from the Gippsland Plain bioregion ecological vegetation class EVC927- Plains Grassy Woodland(55)/Swamp Scrub(53)/Plains Grassy Wetland (125) Mosaic;

   viii) Four (4) Allocasuarina littoralis (Black Sheoak) to be planted in locations, along the garden bed edge of car parking spaces no. 6 to 13;

   ix) Five (5) Allocasuarina littoralis (Black Sheoak) to be planted along the garden bed edge of car parking spaces no. 25 to 33 and the shared car parking space;

   x) Two (2) Acacia mearnsii (Black Wattle) located either side of one (1) Allocasuarina littoralis (Black Sheoak) to be planted in the garden bed located on each side of the pedestrian path dividing car parking spaces no. 51 to 70;

   xi) Five (5) Allocasuarina littoralis (Black Sheoak) to be planted in the garden beds located between the Lobby and bins area, pedestrian paved area and car parking spaces 71-75;

   xii) Gravel surfaces of car spaces numbered 1-14, 25-33, 51-70 and 71-75 where located adjacent canopy trees to be underpinned with structural cells and structural soils;

   xiii) Sectional details of gravel carpark surfaces underpinned with structural soils and structural cells to be illustrated to scale and notated;

   xiv) 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;

   xv) Notes regarding site preparation, including the removal of all weeds, proposed mulch, soil types and thickness, subsoil preparation and any specific maintenance requirements;

xvi) Tree protection measures including for street trees accurately drawn to scale and labelled as per the endorsed Tree Protection Specifications;

b) The location of tree protection measures illustrated to scale and labelled on the Ground Floor Plan as per the endorsed Tree Protection Specifications.

c) Any changes as required by Condition 5 of this permit.

d) All requirements of Head, Transport for Victoria, in accordance with conditions 25 and 28 of this permit.

e) All accessible (DDA) car parking spaces designed and constructed in accordance with the requirements of AS/NZS 2890.6.

f) All car parking spaces clearly line marked. Directional line marking and signage provided to clearly define internal vehicle circulation and flow within the site.

g) Vehicle crossings must be constructed at a 90-degree alignment with the kerb on Heatherton Road and all internal driveways must align with the existing / proposed vehicle crossing.

h) The crossover a minimum 1 metre away from any electricity pole.

i) Details of external lighting columns and bollards including their dimensions, materials, luminosity and baffling, where applicable.

j) the layout and design of all external lighting to achieve the recommended maximum values of illuminance in the Australian Standard 4282 – Control of the obtrusive effects of outdoor lighting

k) A full colour, finishes and building materials schedule (including samples) for all external elevations and driveways/ carparking areas of the development.

l) a notation on the site plan to refer to the sewerage treatment system on site.

Endorsed Plans

2. The development and use as shown on the endorsed plans must not be altered without the written consent of the responsible authority.

3. The landscaping shown on the endorsed plans must be maintained to the satisfaction of the responsible authority, including that any dead, diseased or damaged plants are to be replaced

Trees to be retained

4. Trees numbered 3-7 *Casuarina cunninghamiana* (River She-oak), 8-10 Eucalyptus camaldulensis (Red Gum), 12-13 *Casuarina cunninghamiana* (River She-oak), 14 *Melaleuca armillaris* (Bracelet Honey Myrtle), 15-19 *Eucalyptus botryoides* (Southern Mahogany), 20 *Melaleuca armillaris* (Bracelet Honey Myrtle), 21 *Eucalyptus botryoides* (Southern Mahogany), 22 *Melaleuca armillaris* (Bracelet Honey Myrtle), 23-28 *Eucalyptus botryoides* (Southern Mahogany), 29-35 *Eucalyptus botryoides* (Southern Mahogany), 46 *Eucalyptus leucoxylon* (Yellow Gum) located within the property are to be retained and protected as per the conditions of this permit during works and construction and thereafter retained and maintained to the satisfaction of the responsible authority.

Tree Protection Specifications

5. Concurrent with the endorsement of plans, a Tree Protection Plan & Tree Protection Specifications prepared by a suitably qualified arborist in accordance with AS4970-2025 *Protection of trees on development sites,* must be submitted to and be endorsed by the responsible authority, incorporating:

a) A Tree Protection Plan (scale drawing) with a notation referring to the Tree Protection Specifications that provides details of:

   i) The Notional Root Zone and Structural Root Zone, calculated in accordance with AS4970-2025, for all trees to be retained on the site and for all trees on neighbouring properties where the Notional Root Zone falls partially within the subject site.

   ii) The location of tree protection fencing, or ground protection where required, provided in accordance with AS4970-2025.

b) Tree Protection Specifications (written report) which references the Tree Protection Plan and provides details of:

   i) Specifications for tree protection fencing and/or ground protection

   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 Notional Root 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 AS4970-2025.

   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.

6. All protection measures identified in the Tree Protection Specifications must be implemented, and development works undertaken on the land must be undertaken in accordance with the Tree Protection Specifications, to the satisfaction of the responsible authority.

7. Prior to the commencement of works, the name and contact details of the project arborist responsible for implementing the Tree Protection Specifications must be submitted to the responsible authority.

Street Trees

8. Tree Protection Fencing is to be established around the street tree T36 *Ulmus procera* (English Elm) prior to demolition and maintained until all works on site are complete.

   a) The fencing is to be a minimum 1.8 metre high, mesh panel temporary fence on concrete bases or similar,

   b) The fencing is to encompass the entire nature strip with each end 4 metres from the base of the tree.

   c) The fenced Tree Protection Zone is only to be accessed for maintenance purposes.

Off-set requirements

9. 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 0.019 general habitat units:

a) located within the Melbourne Water Catchment Management Authority boundary or Kingston municipal area.

b) with a minimum strategic biodiversity value score of at least 0.1768.

10. Concurrent with the endorsement of plans, evidence that the required offset 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. Within 30 days of endorsement of the offset evidence by the responsible authority, a copy of the endorsed offset evidence must be provided to the Department of Environment, Land, Water and Planning.

Use

11. The use must operate only between the hours of:

    Monday to Sunday: 9.00am to 10.00pm

    Or otherwise as approved by the responsible authority in writing.

12. No more than one-hundred (100) persons (inclusive of staff and patrons) may be present on the premises at any one time, unless with further written consent of the responsible authority.

General Amenity

13. 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.

14. 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.

15. All external lighting on the driving range and mini-golf course, carparking areas and buildings must be designed and fitted with suitable baffles and located to prevent any adverse effect on adjoining land, to the satisfaction of the responsible authority.

16. All outdoor lights must be switched off by 10.00 pm each night to the satisfaction of the responsible authority.

17. Any damaged fencing surrounding the paintball field must be repaired within a reasonable timeframe to ensure golf balls do not enter the surrounds.

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 engineering plans, a comprehensive stormwater management (drainage) strategy for the site must be prepared that addresses the requirements specified within Council's "Civil Design requirements for Developers – Part A: Integrated Stormwater Management".

    b) The stormwater management (drainage) strategy must include a report with MUSIC modelling results demonstrating water sensitive urban design treatments that achieve Victorian best practice objectives. These may include the use of an infiltration or bio-retention system, rainwater tanks connected for reuse, or other treatments to the satisfaction of the responsible authority.

    c) The water sensitive urban design treatments as per conditions 18a) & 18b) above must be implemented on-site, unless an alternative agreement for stormwater quality in-lieu contribution is reached with the responsible authority.

    d) Detailed Stormwater Management (drainage) Plan(s) must be prepared, with supporting computations, showing the stormwater (drainage) works to the nominated point of discharge in line with approved Stormwater Management (drainage) Strategy Report. The plan(s) must show all details of the proposed stormwater works including all existing and proposed features that may have an impact on the stormwater (drainage) works, including landscaping details.

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 as per Council's nominated legal point of discharge response.

    c) All stormwater (drainage) works must be maintained to the satisfaction of the responsible authority.

Wastewater Treatment System

20. Prior to the commencement of the use, the recommendations of the Land Capability Assessment, dated 10 June 2026, prepared by Geotesta, must be carried out, or an alternative treatment system as otherwise agreed to in writing to the satisfaction of the responsible authority.

Landfill Gas

21. Before the use and development commences, a detailed landfill gas risk assessment must be submitted to the satisfaction of and approved by the responsible authority. It must:

    a) consider the final approved development layout, including all proposed buildings, structures, enclosed spaces, occupied areas, service corridors and other areas where landfill gas accumulation may occur;

    b) consider the influence of final site levels, earthworks, regrading, retaining structures, landscaping, services and other site infrastructure on gas migration pathways and risks;

c) identify the landfill gas risks associated with the final development design; and

d) confirm the level of gas protection required for the development.

Once approved, it shall be endorsed and form part of the Permit.

22. Before the use and development commences, a detailed landfill gas mitigation design documentation must be submitted to the satisfaction of and approved by the responsible authority. It must:

a) identify the selected gas protection and mitigation measures;

b) provide design drawings and technical specifications for all mitigation measures;

c) include supporting calculations, modelling and technical justification demonstrating that the proposed measures will achieve the required level of protection;

d) demonstrate that the performance of any proposed ventilation-based systems will not be materially compromised by earthworks, regrading, retaining structures, landscaping or other site features; and

e) address all potential landfill gas ingress pathways, including service penetrations, interfaces and building connections.

Once approved, it shall be endorsed and form part of the Permit.

23. Before the use and development commences, a Construction Landfill Gas Management Plan must be submitted to the satisfaction of and approved by the responsible authority. It must:

a) identify landfill gas risks associated with construction activities including excavation, trenching and confined space works;

b) specify procedures, controls, monitoring requirements and responsibilities for managing landfill gas risks during construction; and,

c) outlines contingency measures should elevated landfill gas concentrations be encountered during construction.

Once approved, it shall be endorsed and form part of the Permit.

24. Before the use and development commences, a Verification and Validation Plan must be submitted to the satisfaction of and approved by the responsible authority. It must:

a) establishes the inspection, testing and quality assurance requirements applicable during construction;

b) specifies the validation and performance verification requirements for the completed landfill gas mitigation measures; and

c) identifies the evidence required to demonstrate that the installed mitigation measures have been constructed in accordance with the approved design and achieve the required level of protection.

Once approved, it shall be endorsed and form part of the Permit.

Head, Transport for Victoria

25. Before the use and development starts, or at such other time agreed to in writing by the Head, Transport for Victoria, a Functional Layout Plan (FLP) must be submitted to and approved by the Head, Transport for Victoria. The FLP must be generally in accordance with the application plans prepared by Red Square Traffic labelled Concept Access Design, undated, Revision A (Final) and forming part of the Red Square report dated 23 June 2026, must:

a) be prepared to the satisfaction of and at no cost to the Head, Transport for Victoria; and
b) include the following details:
    i) Dimensions of the dedicated right turning lane and median islands
    ii) Line markings and traffic signage confirming no right turn exiting the site.

26. Before the use starts, the access crossover and required roadworks in accordance with the approved Functional Layout Plan must be completed to the satisfaction of and at no cost to the Head, Transport for Victoria.
27. Vehicles must always enter and exit the site in a forward direction.
28. A safety fence must be erected along the Heatherton Road frontage of the site. Except with the written consent of the Head, Transport for Victoria and the submission of a satisfactory Golf Ball Trajectory Study, the height of the fence must be at least 30m.

Carparking, Bicycle Parking and Access

29. 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.
30. In areas set aside for car parking, measures must be taken to the satisfaction of the responsible authority to prevent damage to fences or landscaped areas.
31. Prior to the occupation of the development, all bicycle parking facilities must be installed, made available for use and thereafter maintained to the satisfaction of the responsible authority.

Infrastructure and Road Works

32. Property boundary and footpath levels must not be altered without the prior written consent form the responsible authority.
33. The replacement of all footpaths, including offsets, must be constructed the satisfaction of the responsible authority.
34. All reinstatements and vehicle crossings must be constructed to the satisfaction of the responsible authority.
35. Vehicle crossings and other reinstatements must be constructed to council's industrial strength specifications.
36. All redundant vehicle crossings must be removed (including redundant portions of vehicle crossings) to the satisfaction of the responsible authority.
37. The loading and unloading of goods to and from vehicles must only be carried out on the land.
38. 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.

39. 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.

40. No signs or other advertising or identification may be erected or displayed on the site without written Council consent.

Waste Management

41. Concurrent with the endorsement of plans required under condition 1 of this planning permit, a waste management plan (WMP) generally in accordance with the WMP prepared by Red Square Traffic, dated 16 December 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 a copy or extract of the amended development plans (ground floor and site plan) to illustrate arrangements for waste storage and collection to occur within the site.

42. The waste management plan must be implemented to the satisfaction of the responsible authority. The waste management plan must not be modified unless with the prior written consent of the responsible authority.

Moorabbin Airport Environs

43. Prior to the commencement of development (excluding remediation works), evidence must be provided to confirm that the proposal meets with the requirements of the Airports (Protection of Airspace) Regulations 1996 and be below the relevant Obstacle Limitation Surface (OLS), unless with the written consent of the relevant authority.

Signage

44. The location and details of the sign(s) as shown on the endorsed plans must not be altered without the prior written consent of the responsible authority.

45. All signs must be located wholly within the title boundary of the land and must not protrude above the overall height of the building.

46. The sign(s) must not be located within or encroach onto the road reservation.

47. No sign(s) or other advertising or identification may be erected or displayed on the site without written Council consent.

48. The sign(s) must not be animated, and no flashing or intermittent lights may be displayed.

49. The intensity of the light on the sign(s) must be limited so as not to cause glare or distraction to motorists or other persons or loss of amenity in the surrounding area all to the satisfaction of the responsible authority.

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

Completion of Works

51. Prior to the occupation of the building(s) hereby permitted, all buildings and works and the conditions of this permit must be complied with to the satisfaction of the responsible authority, unless with the further prior written consent of the responsible authority.

52. Before occupation of the development hereby permitted, landscaping works as shown on the endorsed plans must be completed to the satisfaction of the responsible authority. The landscaping must then be maintained to the satisfaction of the responsible authority.

53. Once the development has started it must be continued and completed to the satisfaction of the responsible authority.

Permit Expiry

54. 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:

    a) The development is not started before three (3) years from date of this permit.

    b) The development is not completed before five (5) years from the date of permit issue.

    c) The use is not started within three (3) years from the date of this permit.

    d) The use is discontinued for a period of three (3) 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: As necessary, an application to install/alter a wastewater system must be lodged with Council's environmental health team. This application will determine the type and size of wastewater system. The wastewater system must comply with Environment Protection Authority (EPA) document 891.4: Code of practice – onsite wastewater management and be drawn to scale and represented on the endorsed plans.

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

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

Note: The proposed development requires the construction of a dedicated right turn lane in Heatherton Road and a new crossover. Separate approval under the *Road Management Act 2004* for this activity will be required from the Head, Transport for Victoria. Please contact the Department of Transport and Planning prior to commencing any works.

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.

Appendices

Appendix 1 - Considered Development Plans (Ref 26/299617)
Appendix 2 - Considered Landscape Plans (Ref 26/299619)

Author/s:	Kirsty Slater, Principal Statutory Planner
Reviewed and Approved By:	Craig Tate, Team Leader Statutory Planning
	Jaclyn Murdoch, Manager City Development

7.2

KP-2025/583 - 468-508 HEATHERTON ROAD, CLAYTON SOUTH

1 Considered Development Plans 61
2 Considered Landscape Plans 67

ADVERTISED PLANS
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No.468-508 HEATHERTON ROAD, CLAYTON SOUTH VIC 3169 DRIVING RANGE & MINI-GOLF FACILTY



CONTENTS

1. COVER SHEET
2. EXISTING SITE & DEMO PLAN
3. PROPOSED GROUND FLOOR & SITE PLAN
4. PROPOSED LOBBY GROUND FLOOR PLAN & ELEVATIONS
5. PROPOSED BAY 7 GROUND FLOOR PLAN & ELEVATIONS
6. PROPOSED SERVING PLAN

NOTE
A PUBLIC ACQUISITION OVERLAY (PAO) RESERVES LAND FOR A PUBLIC PURPOSE AND INDICATES THAT YOUR LAND HAS BEEN DESIGNATED FOR COMPULSORY ACQUISITION.

NOTE
UNDER THE PLANNING AND ENVIRONMENTAL ACT 1987, GREEN WEDGE LAND IS DEFINED AS NON-URBAN AREAS OF METROPOLITAN MELBOURNE THAT LIE OUTSIDE THE URBAN GROWTH BOUNDARY

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COVER SHEET

PROJECT:

PROPOSED GOLF RANGE & MINI-GOLF:
No.468-508 HEATHERTON ROAD,
CLAYTON SOUTH VIC 3169
TP REF: KP-2024/693

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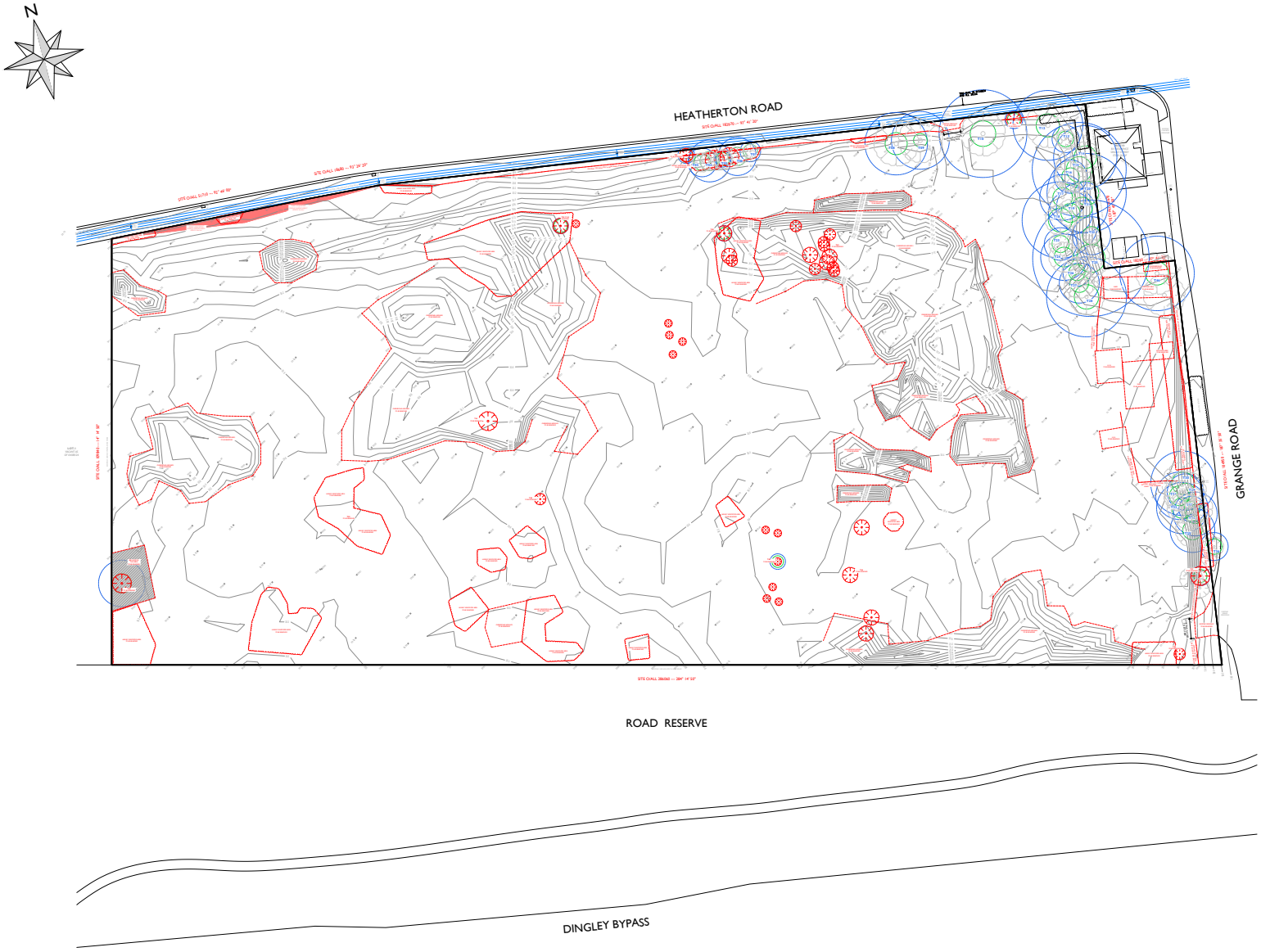

EXISTING SITE & DEMO PLAN
SCALE 1:500 (A1 PAPER SIZE)

AREA SCHEDULE

AREAS	M²	Sq
LOBBY	202.95	
ENTRANCE LOBBY	35.35	
BAY 6	186.30	
BAY 7	237.42	
BAY 7A	237.42	
TOTAL	899.44	97.02
TOTAL CAR SPACES	78	-

SITE COVERAGE

AREAS	M²
SITE AREA	35555.53
BUILDING AREA	899.44
SITE BUILDING COVERAGE	**2.52%**
AREA OF DRIVEWAY/ PATHWAY	2478.91
TOTAL IMPERMEABLE	3378.35
TOTAL IMPERMEABLE	**9.50%**

NOTE
PERMEABLE: 90.50% (GARDEN AREA)
TOTAL: 32177.18m²

LEGEND

- TREES TO BE REMOVED
- TREES TO BE RETAINED
- STRUCTURES TO BE REMOVED
- FENCES TO BE REMOVED
- PROPOSED TREES
- SRZ
- TPZ

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EXISTING SITE & DEMOLITION PLAN

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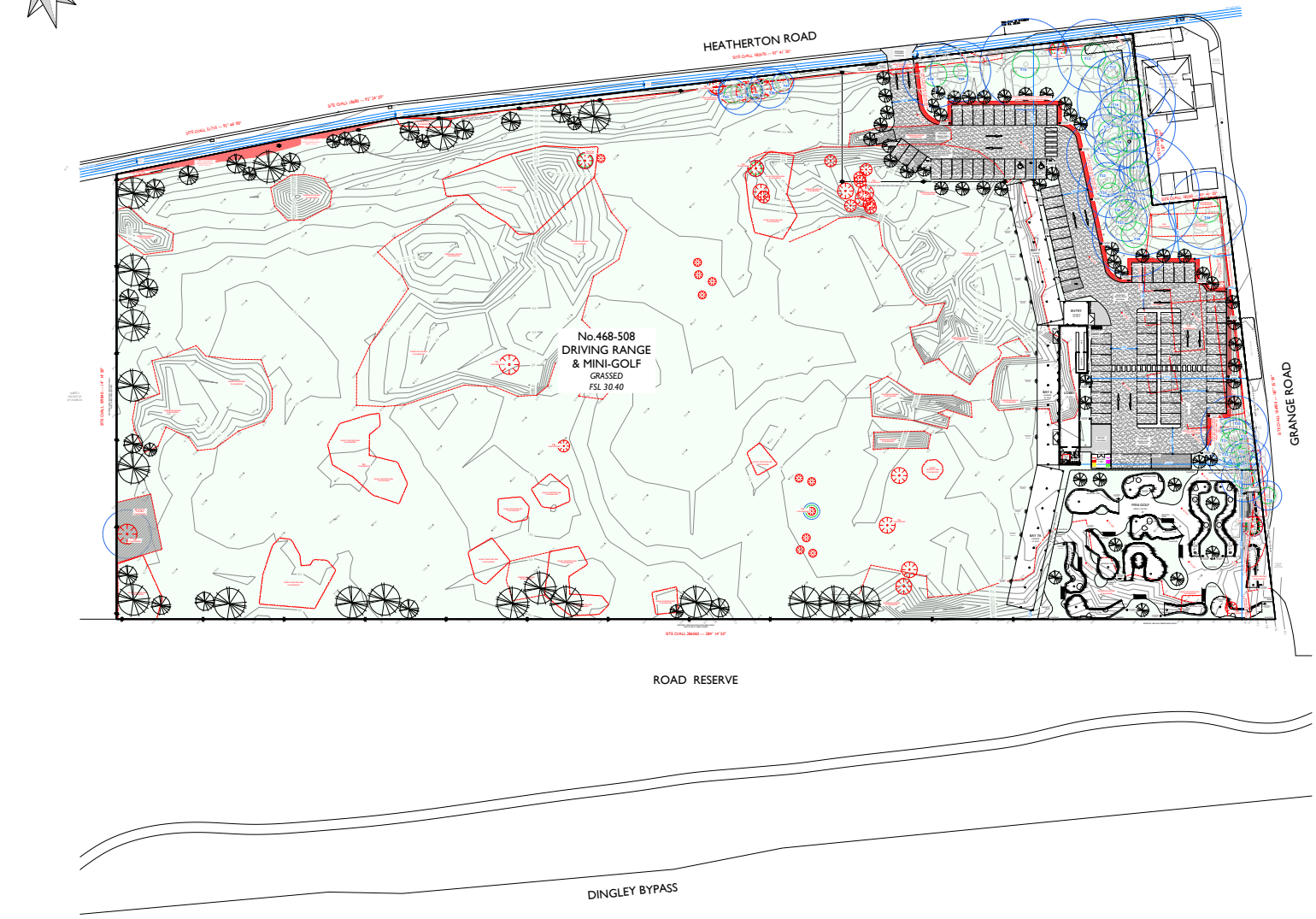

PROPOSED GROUND FLOOR & SITE PLAN

SCALE 1:500 (A1 PAPER SIZE)

AREA SCHEDULE

AREAS	M²	Sq
LOBBY	202.95	
ENTRANCE LOBBY	35.35	
BAY 6	186.30	
BAY 7	237.42	
BAY 7A	237.42	
TOTAL	899.44	97.02
TOTAL CAR SPACES	78	-

SITE COVERAGE

AREAS	M²
SITE AREA	35555.53
BUILDING AREA	899.44
SITE BUILDING COVERAGE	**2.52%**
AREA OF DRIVEWAY/ PATHWAY	2478.91
TOTAL IMPERMEABLE	3378.35
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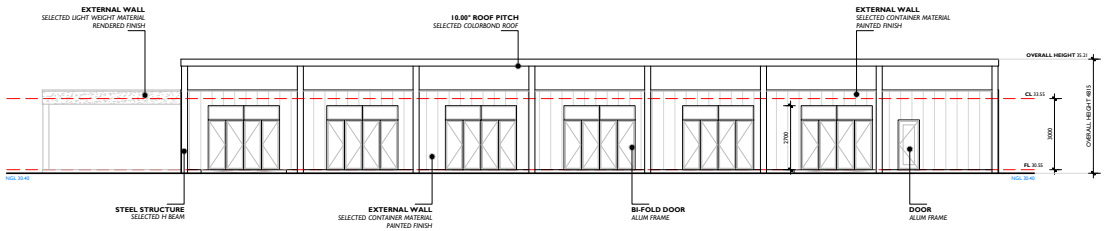
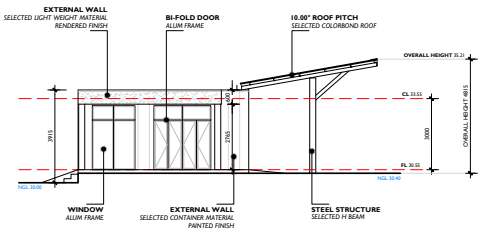


WESTERN ELEVATION

SCALE 1:100



NORTHERN ELEVATION

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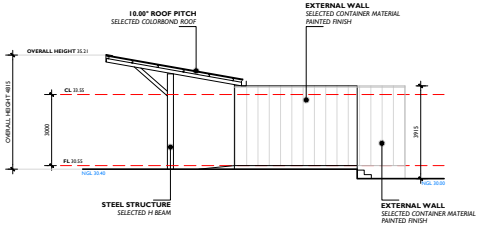

SOUTHERN ELEVATION

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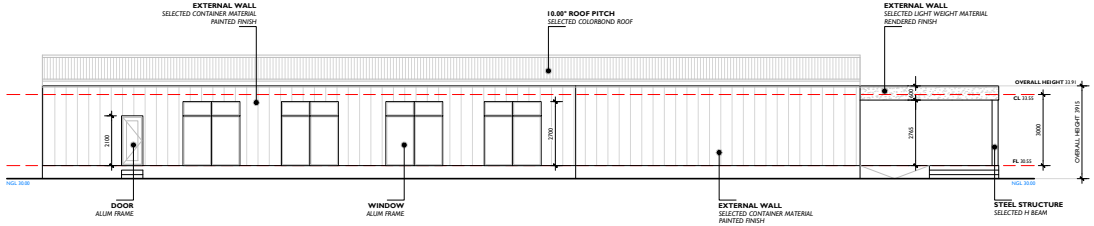
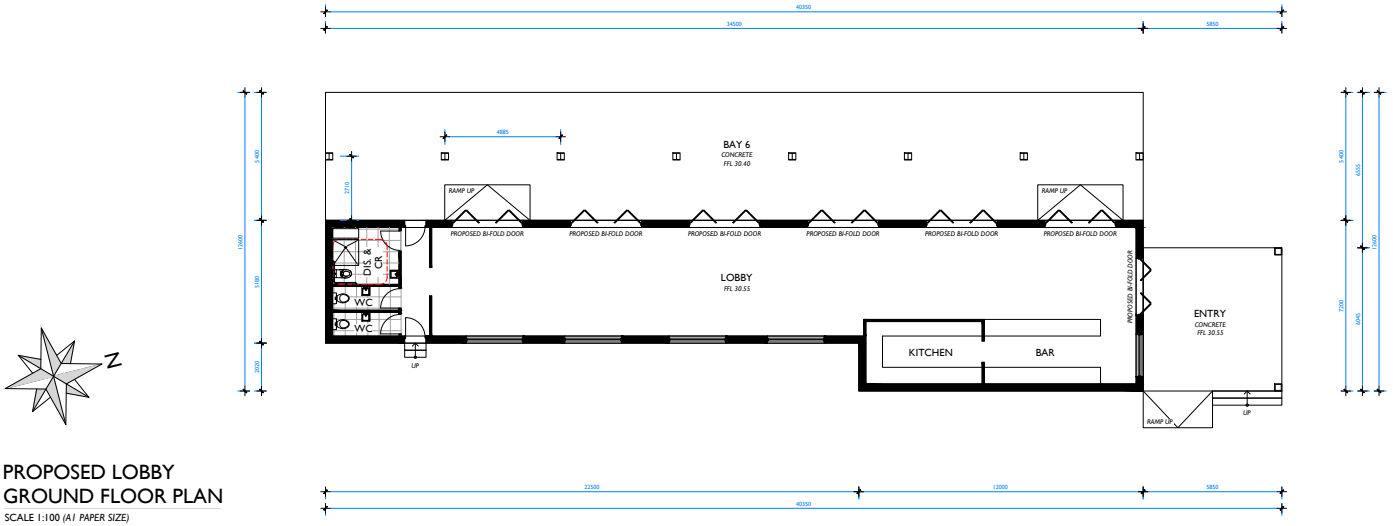


EASTERN ELEVATION

SCALE 1:100

NOTE
INDICATIVE KITCHEN AND BAR DESIGN



PROPOSED LOBBY GROUND FLOOR PLAN

SCALE 1:100 *(A1 PAPER SIZE)*

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PROPOSED GROUND FLOOR & ELEVATIONS

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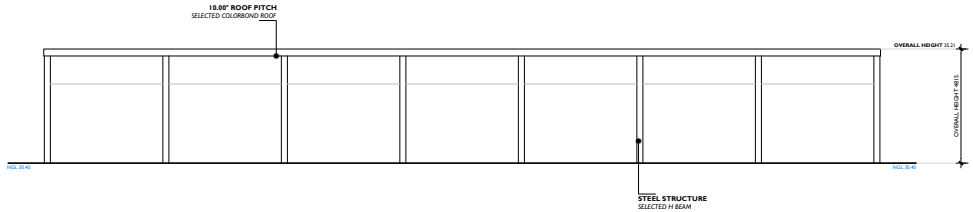

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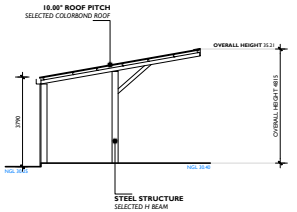

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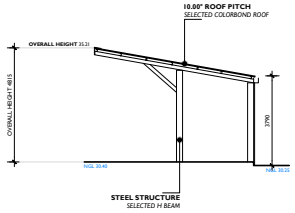
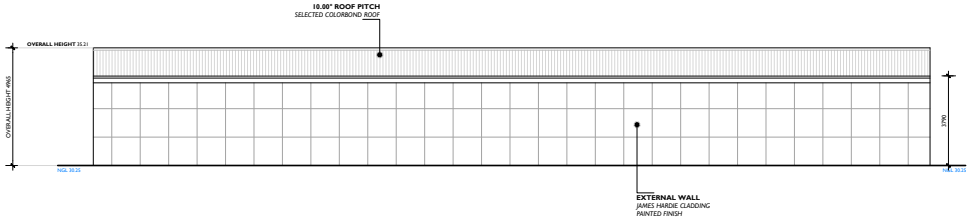
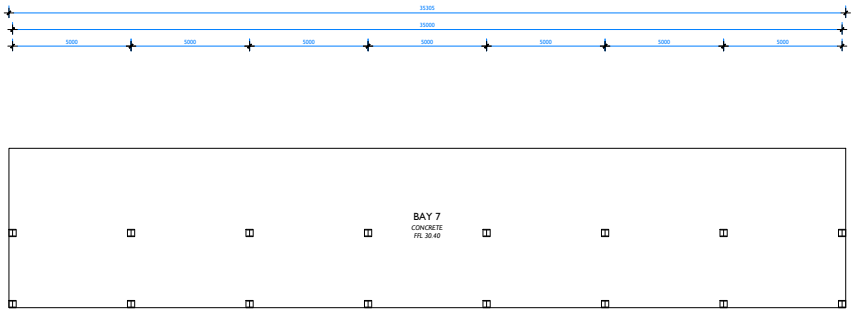


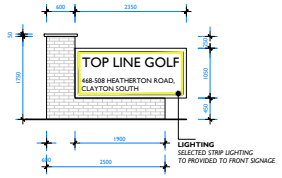
SOUTHERN ELEVATION
SCALE 1:100

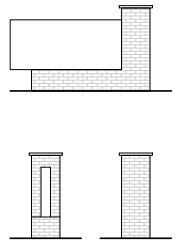


EASTERN ELEVATION
SCALE 1:100



PROPOSED BAY 7 & 7A GROUND FLOOR PLAN
SCALE 1:100 (A1 PAPER SIZE)





SIGNAGE DETAIL
SCALE 1:50 (A1 PAPER SIZE)

BUILDING MATERIAL & FINISHES SCHEDULE

ROOF, FASCIA & GUTTER
KLIP-LOK 406 ROOF SHEETING
BASALT GRAY COLOUR or similar

GROUND FLOOR
JAMES HARDIE MATRIX CLADDING
MONUMENT COLOUR or similar

GROUND FLOOR ENTRY
SELECTED LIGHT WEIGHT MATERIAL
MONUMENT COLOUR or similar

GROUND FLOOR 1
SELECTED SHIPPING CONTAINER
WHITE COLOUR or similar

FENCE
1800 HIGH TIMBER PALING FENCE
NATURAL COLOUR or similar

FENCE 1
1800 HIGH WIRE MESH FENCE
BLACK COLOUR or similar

FENCE 2
GOLF BARRIER NETTING - KNOTTED
HIGH DENSITY POLYETHLENE
BLACK COLOUR or similar

LIGHTING
900 HIGH BOLLARD LIGHTING
BLACK COLOUR or similar

DRIVEWAY
GRAVEL FINISH DRIVEWAY
GRAY COLOUR or similar

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PROPOSED GROUND FLOOR & ELEVATIONS

PROJECT:

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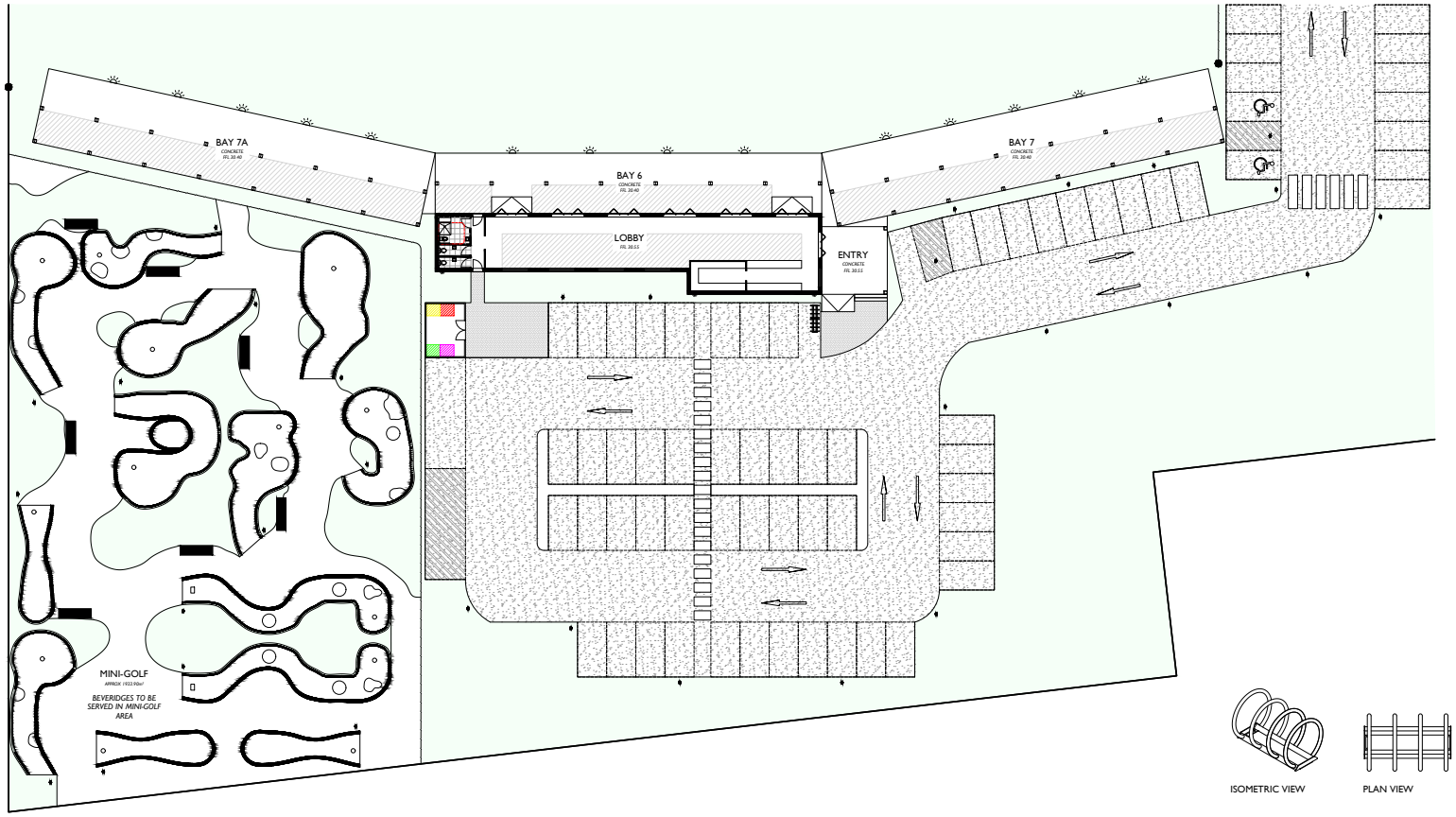
NOTE
MAXIMUM PATRONAGE AT ANY ONE TIME IS 100

NOTE
INDICATIVE KITCHEN AND BAR DESIGN



PROPOSED SERVING PLAN
SCALE 1:200 *(A1 PAPER SIZE)*



BIN AREA DETAIL
SCALE 1:50 *(A1 PAPER SIZE)*

BICYCLE HOOP DETAIL
NOT TO SCALE *(A1 PAPER SIZE)*

LEGEND

INDICATIVE SEATING & FOOD / DRINK AREA

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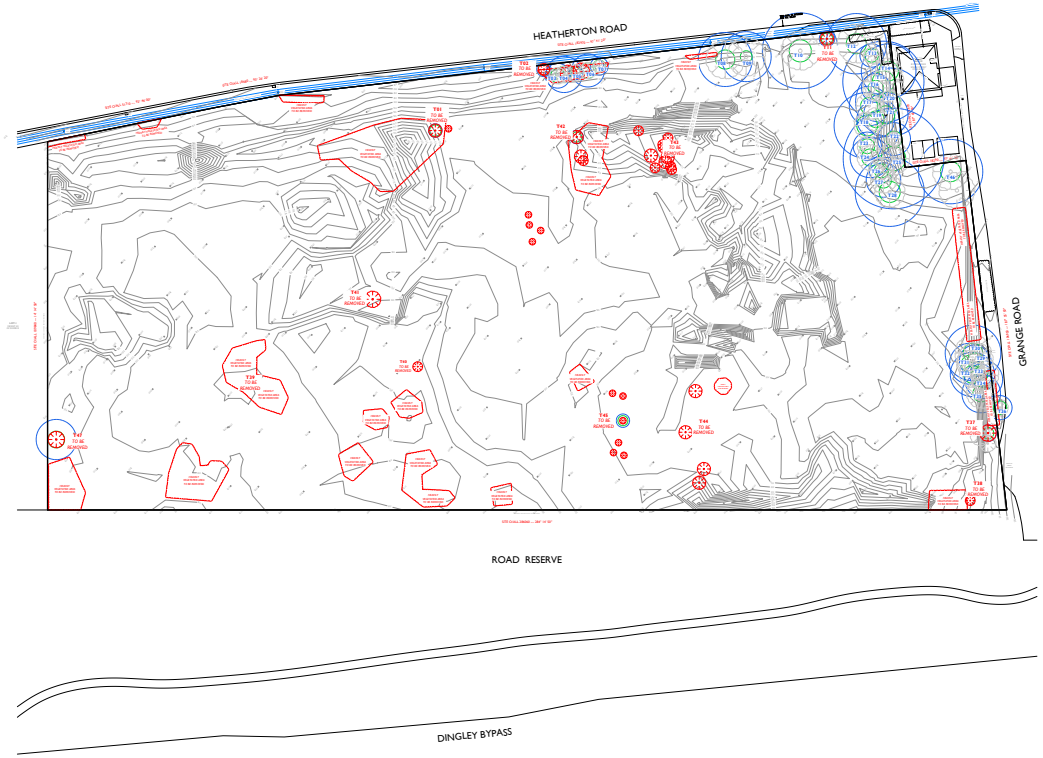

REMOVAL & RETENTION PLAN

SCALE 1:500 *(A0 PAPER SIZE)*

TREES TO BE REMOVED

No.	BOTANICAL NAME	COMMON NAME	HEIGHT	CANOPY
1	Eucalyptus cameldulensis	Red Gum	4m	3m
2	Casuarina cunninghamiana	River She-Oak	8m	2m
11	Casuarina cunninghamiana	River She-Oak	6m	5m
37	Cytisus proliferus	Lucerne Tree	3.5m	4m
38	Cytisus " & Westingia fruticosa	Lucerne & Coastal Rosemary	3m	3m
39	Melaleuca armillaris	Bracelet Honey Myrtle	3m	3m
40	Westingia fruticosa	Coastal Rosemary	3m	3m
41	Cytisus proliferus	Lucerne Tree	3m	5m
42	Paraserianthes lophantha	Cape Wattle	2m	2m
43	Cytisus proliferus	Lucerne Tree	3m	2m
44	Cytisus proliferus	Lucerne Tree	4m	5m
45	Paraserianthes lophantha	Cape Wattle	2m	2m
47	Fraxinus angustifolia	Desert Ash	6m	10m

TREES TO BE RETAINED

No.	BOTANICAL NAME	COMMON NAME	HEIGHT	CANOPY
3	Casuarina cunninghamiana	River She-Oak	11m	2m
4	Casuarina cunninghamiana	River She-Oak	11m	3m
5	Casuarina cunninghamiana	River She-Oak	11m	2m
6	Casuarina cunninghamiana	River She-Oak	11m	3m
7	Casuarina cunninghamiana	River She-Oak	9m	2m
8	Eucalyptus cameldulensis	Red Gum	13m	11m
9	Eucalyptus cameldulensis	Red Gum	13m	9m
10	Eucalyptus cameldulensis	Red Gum	13m	17m
12	Casuarina cunninghamiana	River She-Oak	15m	10m
13	Casuarina cunninghamiana	River She-Oak	14m	6m
14	Melaleuca armillaris	Bracelet Honey Myrtle	7m	12m
15	Eucalyptus botrioides	Southern Mahogany	16m	13m
16	Eucalyptus botrioides	Southern Mahogany	14m	6m
17	Eucalyptus botrioides	Southern Mahogany	16m	7m
18	Eucalyptus botrioides	Southern Mahogany	17m	8m
19	Eucalyptus botrioides	Southern Mahogany	15m	5m
20	Melaleuca armillaris	Bracelet Honey Myrtle	6m	13m
21	Eucalyptus botrioides	Southern Mahogany	6m	1m
22	Melaleuca armillaris	Bracelet Honey Myrtle	5m	7m
23	Eucalyptus botrioides	Southern Mahogany	14m	5m
24	Eucalyptus botrioides	Southern Mahogany	14m	5m
25	Eucalyptus botrioides	Southern Mahogany	15m	13m
26	Eucalyptus botrioides	Southern Mahogany	13m	4m
27	Eucalyptus botrioides	Southern Mahogany	15m	7m
28	Eucalyptus botrioides	Southern Mahogany	16m	9m
29	Eucalyptus cameldulensis	Red Gum	9m	7m
30	Eucalyptus cameldulensis	Red Gum	16m	10m
31	Eucalyptus cameldulensis	Red Gum	14m	8m
32	Eucalyptus cameldulensis	Red Gum	16m	8m
33	Eucalyptus cameldulensis	Red Gum	10m	4m
34	Eucalyptus cameldulensis	Red Gum	17m	10m
35	Eucalyptus cameldulensis	Red Gum	17m	9m
36	Ulmus procera	English Elm	6m	5m
46	Eucalyptus leucoxylon	Yellow Gum	13m	14m

MAINTENANCE NOTES

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FERTILISERS: *A GENERAL ORGANIC LOW PHOSPHOROUS FERTILISER SHALL BE PLACED UNDER MULCH OR INCORPORATED INTO THE SOIL WITH A VERTICAL SPADE CUT ONCE EVERY 6 MONTHS.*
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GARDEN BEDS SHALL BE MULCHED TO DEPTH OF 75-100mm WITH A SUSTAINABLY SOURCED MATERIAL WITH AN AVERAGE PARTICLE SIZE OF 10mm.

DATE REV AMENDMENTS

LANDSCAPING PLAN

PROJECT:

PROPOSED GOLF RANGE & MINI-GOLF:
No.468-508 HEATHERTON ROAD,
CLAYTON SOUTH VIC 3169
TP REF: KP-2024/693

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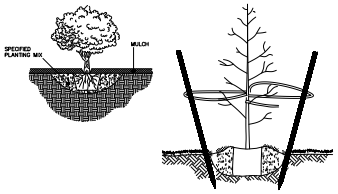
NOTE
CONSIDERATION SHOULD BE GIVEN TO INSTALLING STRUCTURAL CELLS/VAULTS AND SOILS BENEATH CARPARKS SPACED TO PREVENT SOIL COMPACTION AND ENHANCE CANOPY TREE GROWTH;

NOTE
PASSIVE IRRIGATION SUCH AS BIOSWALES OR SIMILAR TO BE INCORPORATED ALONG CAR PARK EDGES;

NOTE
ALL TREES SHOULD BE SUPPLIED AT MINIMUM OF 2 METRES IN HEIGHTS AT THE TIME OF PLANTING;

NOTE
ALL TREES SHOULD BE UNDERPLANTED WITH INDIGENOUS SHRUBS TO ENHANCE BIRD HABITAT AND MITIGATE HABITAT FOR THE INVASIVE BIRD SPECIES SUCH AS THE NOISY MINOR



LEGEND

- PROPOSED CANOPY TREES
- TREE TO BE REMOVED
- EXISTING TREES & SHRUBS TO BE RETAINED
- PROPOSED SHRUBS
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- PROPOSED LAWN AREA
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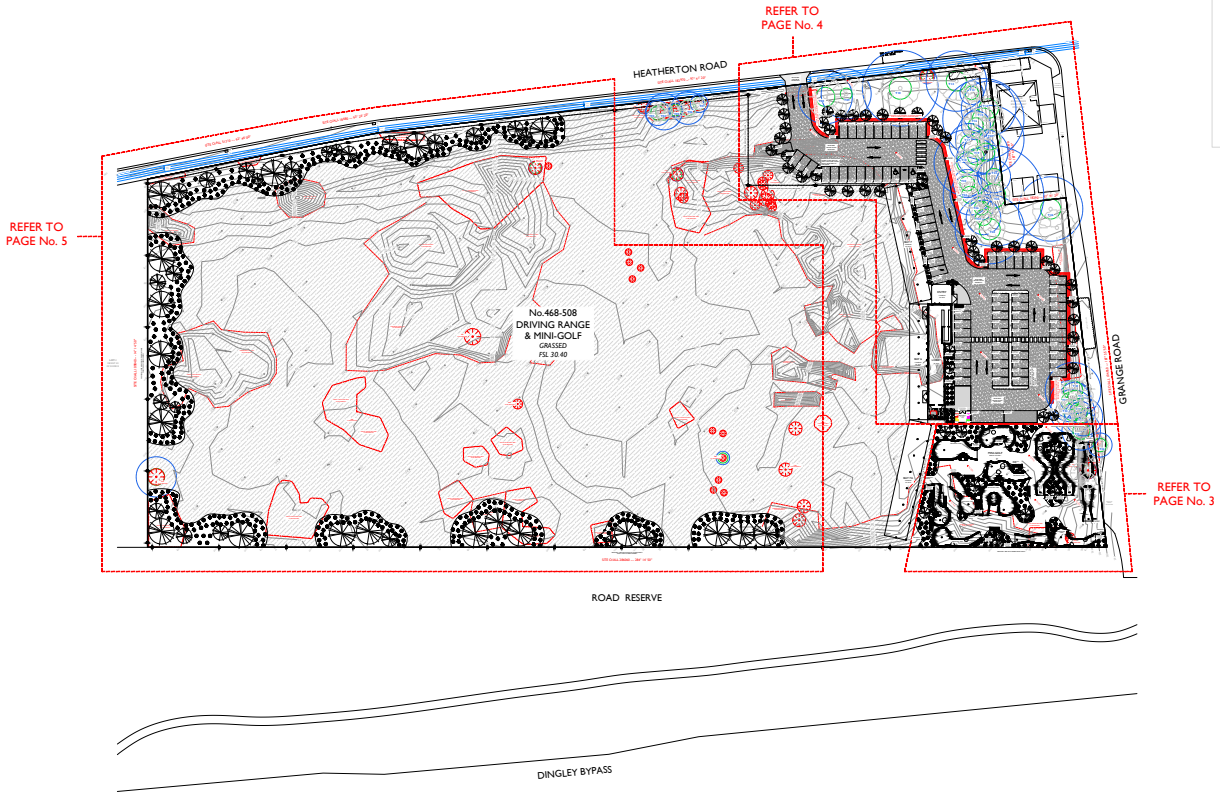

LANDSCAPING PLAN

SCALE 1:500 *(A0 PAPER SIZE)*

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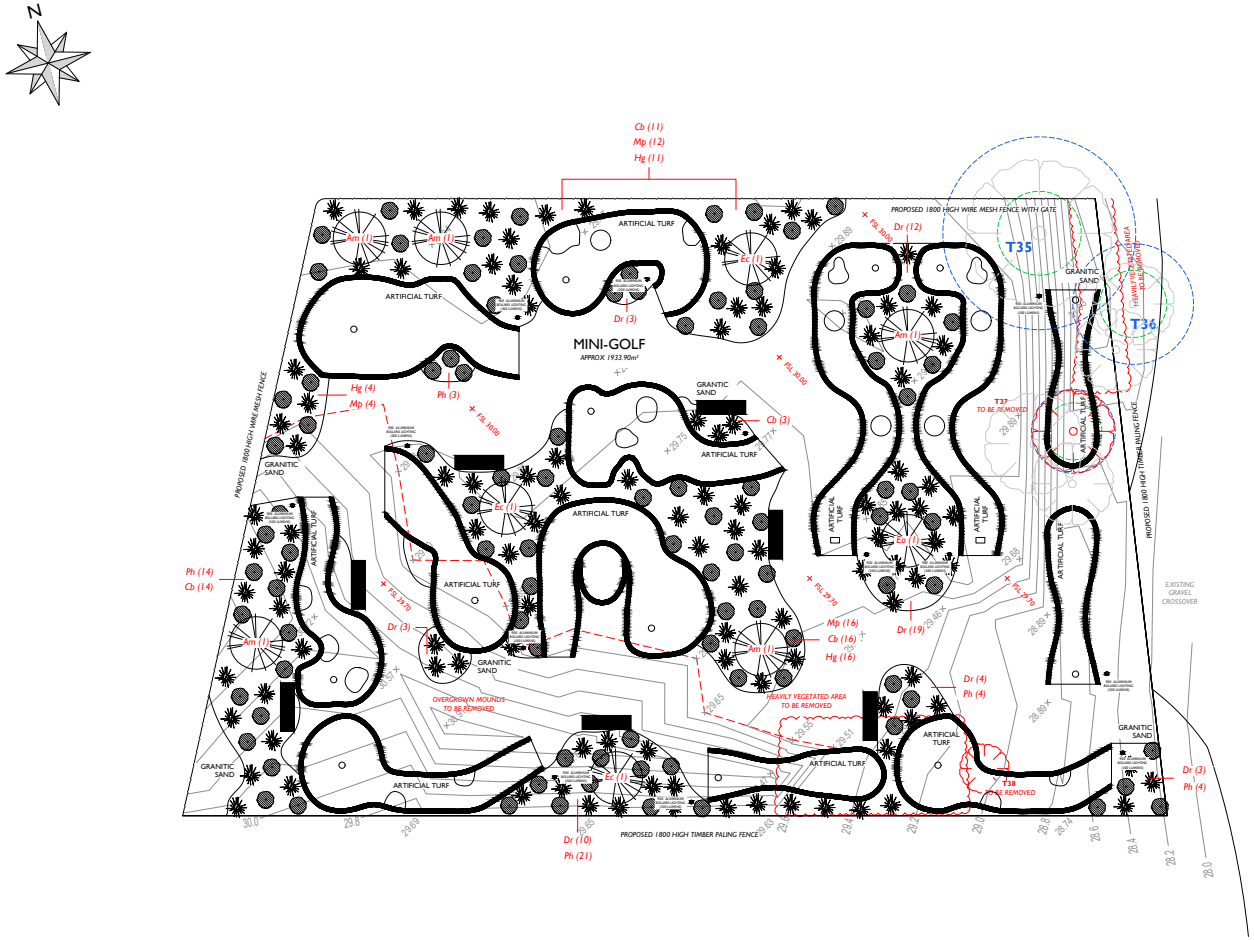
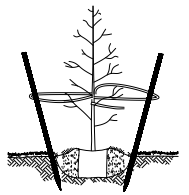


LEGEND

- PROPOSED CANOPY TREES
- TREE TO BE REMOVED
- EXISTING TREES & SHRUBS TO BE RETAINED
- PROPOSED SHRUBS
- GRAVEL DRIVEWAY
- PROPOSED LAWN AREA
- SELECTED PAVERS



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PLANTING SCHEDULE

KEY	BOTANICAL NAME	COMMON NAME	HEIGHT	WIDTH	PLANT SIZE	QTY.
CANOPY TREES						
Ai	Acacia implexa	Lightwood	15m	10m	ADVANCED	-
Am	Acacia melanoxylon	Blackwood	10m	6m	ADVANCED	5
Al	Allocasuarina littoralis	Black Sheoak	12m	5m	ADVANCED	-
Ac	Acacia mearnsii	Black Wattle	15m	10m	ADVANCED	-
Ec	Eucocarpos cupressiformis	Cherry Ballart	8m	6m	ADVANCED	4
SHRUBS / GROUND COVERS AND TUFTING PLANTS						
KEY	BOTANICAL NAME	COMMON NAME	HEIGHT	WIDTH	POT SIZE	QTY.
Ph	Pimelea humilis	Common Rice-flower	0.5m	1m	~200mm	46
Dr	Dichondra repens	Kidney-weed	0.2m	2m	~200mm	54
Tr	Themeda triandra	Kangaroo Grass	1.5m	0.5m	~200mm	-
Cb	Carex breviculmis	Common Grass-sedge	1m	1m	~200mm	44
Mp	Mentha pulegium	Pennyroyal	0.3m	1m	~200mm	32
Wm	Watsonia meriana var. bulbillifera	Bulbil Watsonia	2m	1m	~200mm	-
Hg	Hypericum gramineum	Small St John's Wort	0.4m	0.2m	~200mm	31
TOTAL						216

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LANDSCAPING PLAN

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LANDSCAPING PLAN

SCALE 1:200 *(A0 PAPER SIZE)*

LEGEND

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- PROPOSED SHRUBS
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- PROPOSED LAWN AREA
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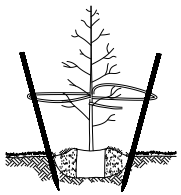

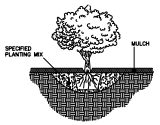

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SHRUBS / GROUND COVERS AND TUFTING PLANTS						
KEY	BOTANICAL NAME	COMMON NAME	HEIGHT	WIDTH	POT SIZE	QTY.
Ph	Pimelea humilis	Common Rice-flower	0.5m	1m	~200mm	7
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Tr	Themeda triandra	Kangaroo Grass	1.5m	0.5m	~200mm	-
Cb	Carex breviculmis	Common Grass-sedge	1m	1m	~200mm	-
Mp	Mentha pulegium	Pennyroyal	0.3m	1m	~200mm	27
Wm	Watsonia meriana var. bulbillifera	Bulbil Watsonia	2m	1m	~200mm	-
Hg	Hypericum gramineum	Small St John's Wort	0.4m	0.2m	~200mm	11
TOTAL						98

MAINTENANCE NOTES

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DATE REV AMENDMENTS

LANDSCAPING PLAN

PROJECT:

PROPOSED GOLF RANGE & MINI-GOLF:
No.468-508 HEATHERTON ROAD,
CLAYTON SOUTH VIC 3169
TP REF: KP-2024/693

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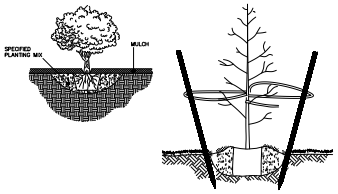
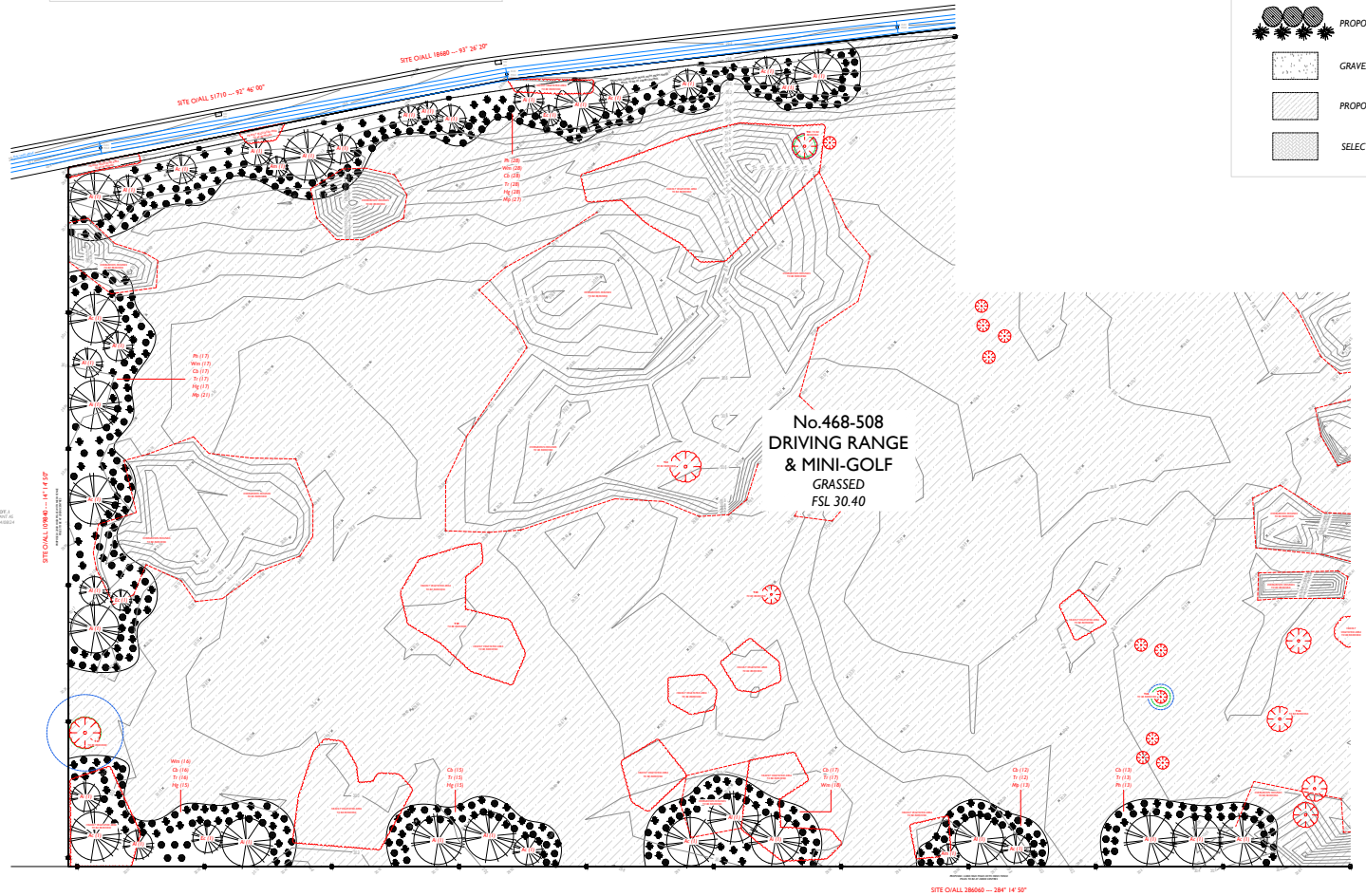
PLANTING SCHEDULE

KEY	BOTANICAL NAME	COMMON NAME	HEIGHT	WIDTH	PLANT SIZE	QTY.
CANOPY TREES						
Ai	Acacia implexa	Lightwood	15m	10m	ADVANCED	14
Am	Acacia melanoxylon	Blackwood	10m	6m	ADVANCED	2
Al	Allocasuarina littoralis	Black Sheoak	12m	5m	ADVANCED	13
Ac	Acacia mearnsii	Black Wattle	15m	10m	ADVANCED	11
Ec	Exocarpos cupressiformis	Cherry Ballart	8m	6m	ADVANCED	3
SHRUBS / GROUND COVERS AND TUFTING PLANTS						
KEY	BOTANICAL NAME	COMMON NAME	HEIGHT	WIDTH	POT SIZE	QTY.
Ph	Pimelea humilis	Common Rice-flower	0.5m	1m	~200mm	58
Dr	Dichondra repens	Kidney-weed	0.2m	2m	~200mm	-
Tr	Themeda triandra	Kangaroo Grass	1.5m	0.5m	~200mm	118
Cb	Carex breviculmis	Common Grass-sedge	1m	1m	~200mm	118
Mp	Mentha pulegium	Pennyroyal	0.3m	1m	~200mm	61
Wm	Watsonia meriana var. bulbillifera	Bulbil Watsonia	2m	1m	~200mm	79
Hg	Hypericum gramineum	Small St John's Wort	0.4m	0.2m	~200mm	75
TOTAL						**552**



LEGEND

- PROPOSED CANOPY TREES
- TREE TO BE REMOVED
- EXISTING TREES & SHRUBS TO BE RETAINED
- PROPOSED SHRUBS
- GRAVEL DRIVEWAY
- PROPOSED LAWN AREA
- SELECTED PAVERS



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LANDSCAPING PLAN

SCALE 1:250 *(A0 PAPER SIZE)*

Ordinary Council Meeting

23 November 2026

Agenda Item No: 7.3

TREE REMOVAL APPLICATION UNDER THE COMMUNITY LOCAL LAW FOR 179-217 CENTRE DANDENONG ROAD, DINGLEY VILLAGE (FORMER KINGSWOOD GOLF COURSE)

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

Purpose of Report

The purpose of this report is to brief Council on an application under the Kingston Community Local Law reference number PT-2026/172 which seeks approval for the removal of 65 trees from the site at 179- 217 Centre Dandenong Road, Dingley Village (also known as the former Kingswood golf course).

Disclosure of Officer / Contractor Conflict of Interest

No Council officer who has provided advice in relation to this report has declared a Conflict of Interest regarding the matter under consideration.

RECOMMENDATION

That Council approve the grant of the Community Local Law permit allowing for the removal of 65 trees and pruning of 2 trees, subject to conditions including tree replacement planting at a ratio of 6:1 in accordance with Council requirements and as discussed within this report.

1. Executive Summary

Application PT-2026/172 has been received seeking approval for the removal and management of trees located within the former Kingswood Golf Course site at 179- 217 Centre Dandenong Road, Dingley Village. The application is supported by an arboricultural assessment prepared by ATC Arborists. The assessment identified a total of 70 tree assets (67 individual trees and 3 tree groups) across the site.

The trees subject to this application are protected under Council's Local Law and are not protected under a planning permit, planning overlay or any other provision of the Victorian Planning Scheme. Accordingly, Council is the responsible authority for determining the application under the relevant provisions of the Community Local Law.

The assessment recommends:

- Removal of 65 trees/tree groups;
- Retention of 3 trees; and
- Conversion of 2 trees to habitat trunks through retention pruning.

2. Background

The former Kingswood Golf Course site at 179- 217 Centre Dandenong Road, Dingley Village is subject to a Ministerial planning approval issued on the 21 September 2026, for, in summary, a residential development comprising 932 dwellings, subdivision of land, removal of vegetation and associated buildings, works and infrastructure.

Given Council was not the decision maker for the planning permit, Council considered a report at its Ordinary Council Meeting of 27 April 2026 to put a position to the Department of Transport and Planning (DTP). Council resolved that the development in the form proposed, should not be supported.

As it relates to vegetation matters, concerns were expressed including but not limited to matters relating to vegetation removal, biodiversity impacts and the adequacy of supporting information. Key concerns included the increased extent of proposed tree and native vegetation removal, inconsistencies regarding the total amount of native vegetation on the site and the extent of proposed removals. Council also expressed concerns regarding the limited retention of existing mature and healthy trees within future residential allotments and along residential interfaces, the absence of an adequate response to identified biodiversity values within parts of the site, and insufficient evidence demonstrating the long-term viability of trees proposed for retention within future public open spaces.

The arboricultural assessment submitted with the planning application identified a total of 4,138 trees across the site and nominated approximately 2,892 trees suitable for removal. While the planning report associated with the Minister's approval refers to the assessment of 227 trees, with 49 trees identified for retention and 178 trees identified for removal, the extent to which this figure reflects the total number of trees ultimately approved for removal is unclear. Approval of further detailed plans is required under the permit, which is expected to clarify this matter further.

Nevertheless, the planning approval has now established a development framework that includes vegetation removal across the site. Officers note that the trees with the highest retention value form part of the planning application, as they are protected under the Vegetation Protection Overlay Schedule 3 and the Native Vegetation controls under in the planning scheme. In contrast the trees under this Community Local Law application are generally of lower arboricultural value. In addition, the number of trees protected under the community local law proposed to be removed (65) represents approximately 1.6% of the total tree population, with the remaining 98.4% protected under the planning controls approved by the State Government.

Council's Community Local Law requires permits for the trees subject to this application (PT-2026/172) and Council is therefore the responsible authority for assessing and determining whether a permit should be granted for their removal. This recommendation and the decision Council is being asked to make relates solely to the Local Law requirements applicable to the identified trees and does not reconsider the merits of the approved development.

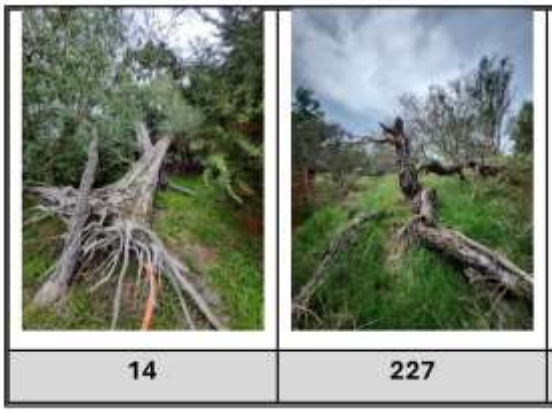
3. Discussion

The Kingswood former Golf Course at 179- 217 Centre Dandenong Road, Dingley Village contains a mix of indigenous, native and exotic tree species. The application is supported by an arboricultural assessment prepared by ATC Arborists (Appendix 1). The assessment identified a total of 70 tree assets (67 individual trees and 3 tree groups) across the site. This report assessed each tree's health, structure, useful life expectancy and retention value. The permit applicant also includes a map with the location of each tree that forms part of this application (Appendix 2)

The assessment found that a significant proportion of the trees proposed for removal are:

- Dead or in severe decline;
- Have completely failed or have significant branch failures;
- Structurally defective;
- Classified as hazards;
- At the end of their useful life expectancy; or
- Of low to very low arboricultural retention value.

Some examples include:



14	227



482	483	488

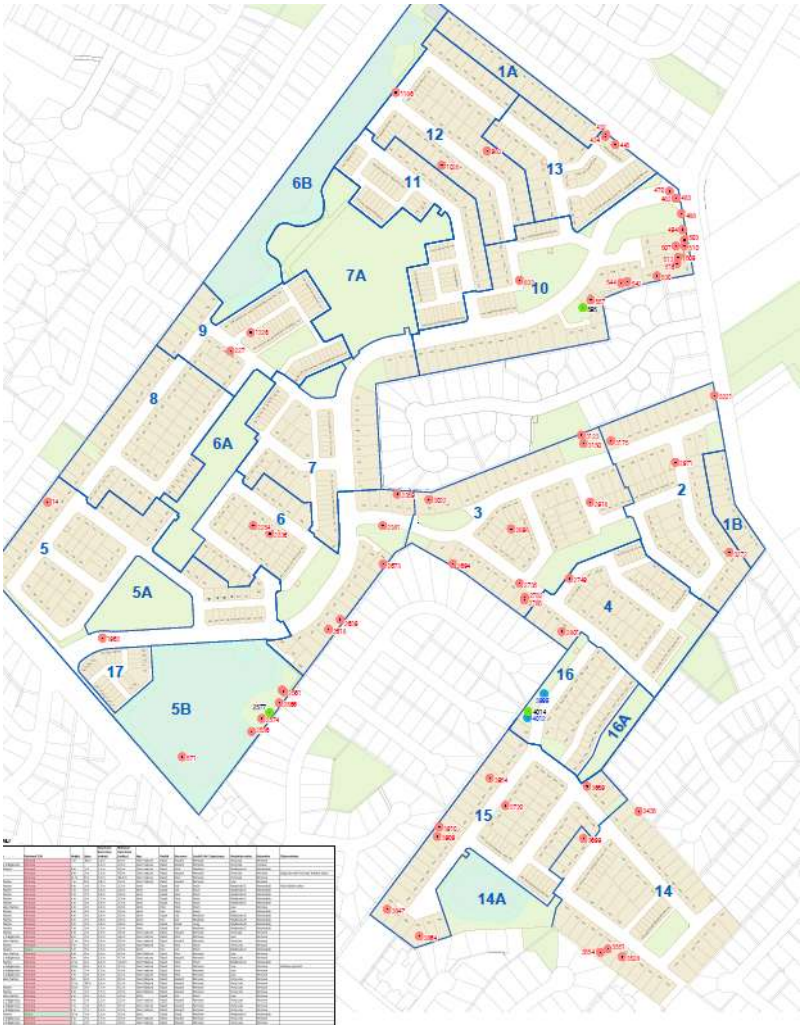


2561	2566	2574

Importantly, the proposal provides for the retention of three (3) trees and the creation of two (2) habitat trunks through pruning rather than complete removal. Trees identified for habitat retention include dead trees with hollows and habitat characteristics which can continue to provide value for fauna while minimising risk of failure.

Of the 70 assessed tree assets:

- 65 are proposed for removal;
- 3 are proposed to be retained; and
- 2 are proposed to be retained as habitat trunks through pruning.



4. Consultation

4.1 Community Consultation:

Having regard to the nature of the proposal and the level of potential community interest, Council required public notice to be given to surrounding landowners and occupiers to provide interested persons with an opportunity to make submissions. Council have taken a similar approach with the previous applications for tree removals at this site and therefore, notice to adjoining properties was undertaken from the period commencing on the 15 October 2026 and ending on 30 October 2026 (2 weeks).

The consultation included five (5) notice boards (with 2 large signs each), two (2) located along the site's frontage to McClure Road, two (2) along the site's frontage to Centre Dandenong Road and one (1) along Spring Road. The information provided to the residents in the notice included:

- A map with locations of trees within the site
- The arboricultural assessment prepared by ATC





In addition, letters were sent to properties within the surrounding area. Feedback from the community was sought via online submissions at 'YourKingstonYourSay' website. In total the website received 423 visitors with 258 responses recorded with the following feedback:

- 248 respondents indicating opposition to the removal of all trees
- 9 respondents indicating support to some of the trees but not all of them
- 1 respondents indicating support for all trees

Community feedback demonstrated strong opposition to the proposed removal of 65 trees. The most frequently raised concern related to the loss of wildlife habitat and biodiversity values, with submitters noting the importance of the trees for native birds, bats, possums, insects and other fauna.

Additional concerns related to flooding and drainage impacts, the loss of neighbourhood character and landscape amenity, and the perception that development outcomes should be redesigned to retain more mature trees. Many respondents also emphasised the environmental benefits provided by mature trees, including urban cooling, shade, air quality improvement, carbon sequestration and stormwater management. A recurring sentiment was that established trees cannot be readily replaced by new plantings due to the significant time required for canopy and habitat values to develop.

Officers acknowledge that many submissions raised concerns regarding the overall extent of tree and vegetation loss associated with development of the site. While these concerns are understood, it is important to note that the current application is limited to the removal of 65 trees regulated under Council's Local Law which represents a small proportion of the trees identified on the site.

Several issues raised in submissions, including the overall scale of vegetation removal, the layout and design of the development, and opportunities for increased tree retention across the site in the context of the approved scheme. Accordingly, while these matters have been noted, the assessment of this application has focused on the individual trees subject to the Local Law approval process and their respective arboricultural, environmental and landscape values.

5. Assessment against Clause 33-35 of the Community Local Law

Council's Senior Vegetation Management Officer undertook a detailed assessment of the vegetation proposed to be removed including a site inspection. This assessment concurs with the assessment provided with the application with respect to the condition of the trees proposed to be removed.

It is acknowledged that some of the trees proposed for removal are native to Victoria, however, officers agree that the removal of this vegetation is exempt from the planning permit requirements of Clause 52.17 (Native Vegetation) of the Kingston Planning Scheme.

The exemptions most relevant to the current application include:

- Dead Native Vegetation: Native vegetation that is dead may be removed without a planning permit. This exemption does not apply to standing dead trees with a trunk diameter of 40 centimetres or greater, measured at a height of 1.3 metres above ground level.
- Planted Vegetation: Native vegetation may be removed without a planning permit where it has been planted or established through direct seeding, rather than occurring naturally.

Similarly, the Vegetation Protection Overlay (schedule 3), includes the following exemption:

> *A permit is required to remove, lop or destroy any vegetation:*
>
> - *within 10 metres of a property boundary abutting the former Kingswood Golf Course area; or*
> - *in other areas, other than:*
>   - *a tree with a trunk diameter less than 25 centimetres measured at breast height; or*
>   - *a multi-stemmed tree where the diameter of its exterior stems measured at breast height is less than 25 centimetres; or*
>   - *a tree planted as a requirement of a prior planning permit.*
>
> *A permit is not required to remove dead vegetation or to remove, lop or destroy vegetation which is considered an environmental or noxious weed.*

Based on the information provided, officers are satisfied that the native vegetation proposed for removal falls within the applicable exemptions under Clause 42.02 Vegetation Protection Overlay (Schedule 3) and 52.17 Native Vegetation and therefore do not trigger a planning permit requirement for vegetation removal.

In determining the application, Council has considered the matters prescribed under Clause 35 of the Community Local Law as relevant:

35.1 Effect on the Local Environment and Amenity

Officers recognise that the removal of established trees has the potential to affect local landscape amenity, neighbourhood character and habitat values. These impacts have been considered in the assessment of the application.

Of the 65 trees proposed for removal, 49 are assessed as either dead or in poor health, encompassing young, mature and over-mature specimens. This demonstrates that the majority of trees subject to the application are making a limited ongoing contribution to landscape character, canopy cover and environmental values.

A further eight (8) trees are assessed as being in fair health. However, these trees are also characterised by poor structural condition, resulting in low retention values. Significant defects identified include active insect borer infestations, advanced trunk

decay, extensive deadwood and weakly attached co-dominant stems with included bark. Such defects increase the likelihood of branch or stem failure and diminish the trees' capacity to provide a safe and sustainable long-term contribution to the site. Two of these trees are proposed to be retained as habitat trees through habitat pruning (see below).

While 13 trees are assessed as being in good health, health alone does not necessarily indicate suitability for retention. Arboricultural assessment requires consideration of a range of factors, including structural integrity, useful life expectancy, retention value and the ability to successfully integrate trees within the approved development outcome. Of those trees assessed as being in good health, a number exhibit poor or fair structural characteristics and have only a short to medium life expectancy, limiting their suitability for long-term retention. The remaining trees are either proposed to be retained or are located within areas required for the approved development.

The 3 trees proposed to be retained due to their location within open space and retention value are as follows:

Tree number	Tree species	Origin	Proposal
595	Eucalyptus botryoides	State Native	Retain
2577	Casuarina cunninghamiana	State Native	Retain
4014	Angophora costata	Australian Native	Retain

Council officers agree with this assessment and subject to conditions requiring replacement planting we recommend support to this application.

35.2 Condition of the Protected Trees and Associated Risk

The arboricultural assessment undertaken by ATC Arborists concludes that the majority of trees proposed for removal are in poor condition and exhibit defects, decline or structural issues that significantly diminish their retention value. Some of these trees have already failed or partially failed on the site.

Whist a quantified risk assessment has not been carried out on each tree, officers are satisfied that many of the identified risks cannot be reasonably mitigated without removal which is justified on arboricultural grounds to avoid risks.

35.3 Property Damage

There is no evidence before Council that property damage is proposed as justification for the proposed removals. However, a number of the trees proposed for removal have been assessed as dead or in significant decline. Such trees present an increased risk of branch or whole-tree failure, which may result in damage to adjoining property, infrastructure or other assets if not appropriately managed.

35.4 Effect of Proposed Pruning on Long-Term Viability

The proposal includes the creation of habitat pruning for two trees selected due to their locations within future open spaces and their existing habitat features. The pruning works are not intended to preserve the long-term viability of those trees but rather to retain habitat features where this can be achieved without creating an unacceptable risk.

Tree number	Species	Origin	Proposal
4012	Eucalyptus globulus subsp bicostata	State Native	Retain (Prune to habitat trunk)
3999	Eucalyptus viminalis	Locally Indigenous	Retain (Prune to habitat trunk)

Typically, habitat pruning is most suitable for larger trees that contain existing habitat features and are located in areas where they can be safely retained over the long term. In this instance, there are relatively few trees that meet these criteria due to their size, condition and location within the future development layout. Accordingly, opportunities for habitat pruning are limited.

Officers are satisfied that this approach achieves an appropriate balance between habitat retention and risk management.

35.5 Impact of Building Works on Long-Term Viability

The associated planning development has been granted planning approval. As a consequence of the approved development, some impacts to the subject trees are anticipated. Given that the development has already been determined to be an acceptable outcome through the planning process by the Minister for Planning, this consideration weighs in favour of granting approval for the proposed tree removal. This will matter be further discussed in the section below.

35.6 Other Relevant Matters

Officers acknowledge that the site is subject to an approved residential development granted by the Minister for Planning. The strategic land use and redevelopment of the site have therefore already been determined through the planning approval process and are not matters that can be revisited through the assessment of this Local Law application.

As considered previously in this report, the trees with the highest retention value form part of the planning application, as they are protected under the Vegetation Protection Overlay Schedule 3 and the Native Vegetation controls under in the planning scheme. In contrast the trees under this application are generally of lower arboricultural value.

The assessment provided includes 70 trees protected under the Community Local Law, out of a total of 4,138 trees identified on the site. Therefore, the removal of 65 trees represents approximately 1.6% of the total tree population, with the remaining 98.4% not requiring approval under this application.

Nevertheless, officers have carefully reviewed the arboricultural assessment and inspected the trees to identify any healthy and structurally sound trees with potential for retention within future residential lots, public open space areas, or road reserves. In undertaking this assessment, particular consideration has been given to trees assessed as being in good health, possessing reasonable structural integrity, providing habitat value, or having the capacity to be successfully integrated into the future development layout.

Having reviewed the 70 trees protected under the Community Local Law, officers are satisfied that the trees identified for retention represent the most suitable candidates for long term retention and it is agreed that no additional trees warrant retention beyond those already proposed to be retained.

Conditions

It is recommended that any approval granted be subject to conditions requiring replacement planting to offset the loss of tree canopy resulting from the proposal.

The applicant has indicated a willingness to contribute to replacement planting on Council land within the vicinity of the site at a ratio of six (6) new trees for every one (1) tree removed under this application. Officers support this commitment, noting that the development of the site is likely to occur over an extended period of time and the establishment of replacement trees within nearby Council managed land will provide more immediate canopy benefits whilst the development is constructed.

Officers therefore recommend that this commitment be secured through an appropriate agreement to ensure the delivery and ongoing establishment of the replacement planting. The details of this are yet to be resolved, however, the drafting of the conditions will obligate the details of this to be resolved prior to the permit being acted upon.

6. Compliance Checklist

6.1 Council and Wellbeing Plan Alignment

Strategic Direction: Liveable and Sustainable - We live in a sustainable, well-planned and maintained city that preserves neighbourhood character, protects the environment and is future-focused
Strategy: Protect, preserve and enhance our natural environment for current and future generations

As part of the assessment, officers have carefully considered opportunities to retain healthy and significant trees within the approved development outcome. The application proposes the retention of those trees considered suitable for long-term integration into the future development layout, while the removal of other trees is supported based on arboricultural grounds given the conditions of the trees.

6.2 Governance Principles Alignment

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

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

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

The recommendation aligns with the Governance Principles of the *Local Government Act 2020* by ensuring the application has been assessed in accordance with relevant legislation and policy, balancing environmental considerations with the implementation of an approved development, and providing a transparent and evidence basis for this decision.

7. Conclusion

While the redevelopment of the former Kingswood Golf Course has already been approved through a separate planning process, Council has undertaken an independent assessment of the trees protected under the Community Local Law.

In doing so, officers have not simply relied upon the existence of the approved development, but have critically assessed the condition, retention value and future opportunities for integration of individual trees within the redevelopment.

Having reviewed the 70 trees subject to the application, officers are satisfied that the trees identified for retention represent the most suitable candidates for long-term retention. It is agreed that no additional trees warrant retention beyond those already proposed to be retained.

Officers consider that pursuant to Clause 33 and 35 of the Community Local Law a permit should be granted for:

The removal of sixty-five (65) trees given the following:

- There are health and safety reasons justifying the removal of the protected trees.
- The protected trees give rise to risk of damage to property within the vicinity of the golf club.

Pruning of two (2) trees given the following:

- Habitat pruning is proposed to retain tree's habitat values where possible, rather than undertaking complete removal. The works are not intended to ensure the trees' long-term viability, but to preserve habitat features while maintaining an acceptable level of safety. Officers are satisfied that this approach appropriately balances habitat retention and risk management.

It is recommended that the approval of these applications should be subject to conditions requiring replacement planting. The applicant has committed to replacement planting on Council land within the vicinity of the site at a ratio of six (6) trees for everyone (1) tree removed. This commitment will assist in offsetting canopy loss, delivering more immediate environmental benefits to the local area, and supporting Council's urban forest and biodiversity objectives.

Appendices

Appendix 1 - Tree Assessment by ATC (Ref 26/312652)
Appendix 2 - Kingswood Local Law Tree Removal Plan (Ref 26/312542)

Author/s:	Guillermo Henning, Team Leader Vegetation and Compliance
	Corey Smith, Senior Vegetation Management Officer
Reviewed and Approved By:	Jaclyn Murdoch, Manager City Development
	Jonathan Guttmann, General Manager Planning and Place

7.3

TREE REMOVAL APPLICATION UNDER THE COMMUNITY LOCAL LAW FOR 179-217 CENTRE DANDENONG ROAD, DINGLEY VILLAGE (FORMER KINGSWOOD GOLF COURSE)

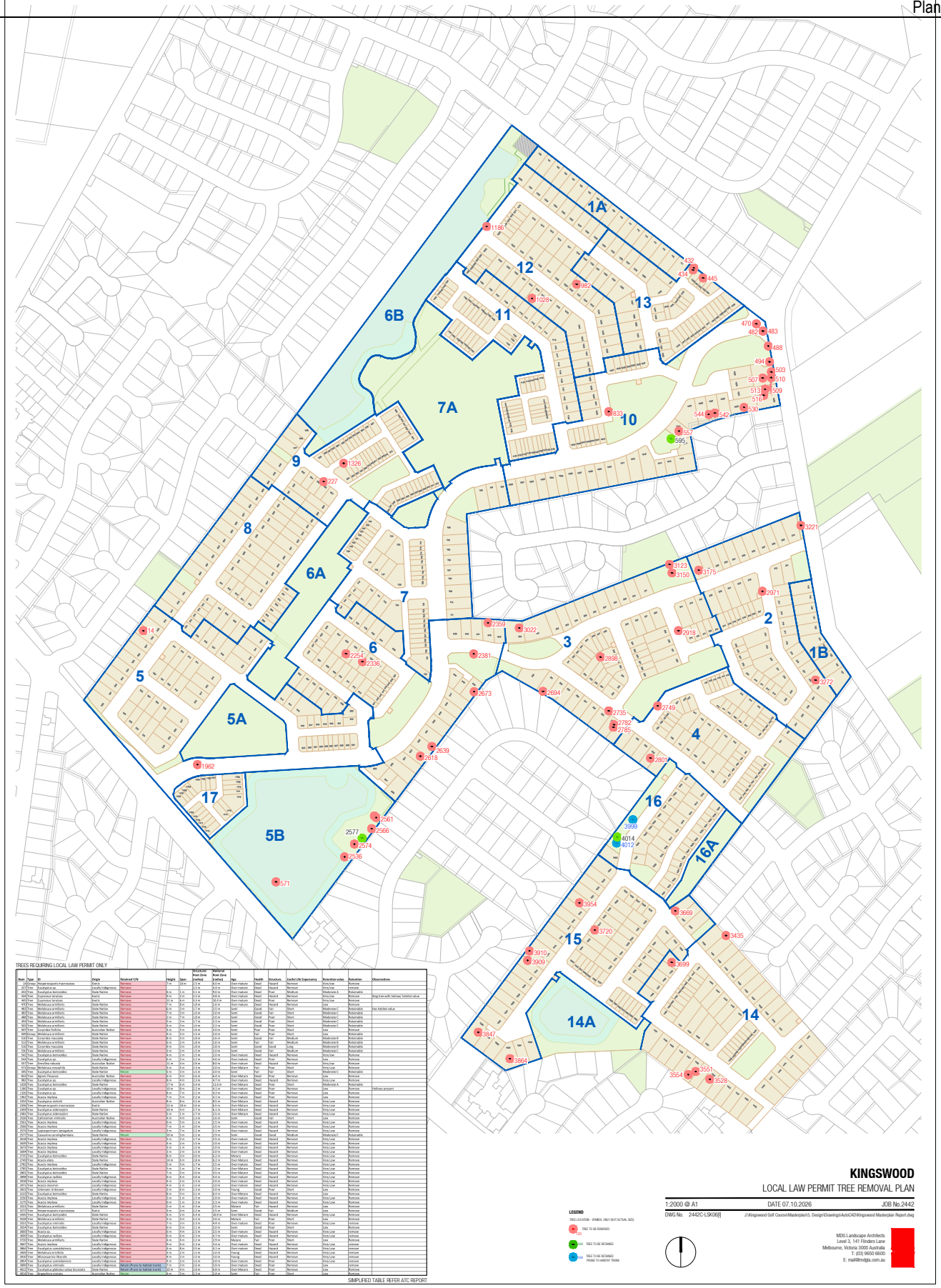
1 Tree Assessment by ATC 85

2 Kingswood Local Law Tree Removal Plan 87

Trees Requiring Local Law Permit Only

number	Tree number	Type	ID	Origin	Retained Y/N	Height	Span	Structural Root Zone (radius)	Notional Root Zone (radius)	Age	Health	Structure	Retention value
1	14	Group	Hesperocyparis macrocarpa	Exotic	Remove	7 m	10 m	2.5 m	6.0 m	Over mature	Dead	Hazard	Very low
2	227	Tree	Eucalyptus sp.	Locally Indigenous	Remove	-	-	2.2 m	4.4 m	Over mature	Dead	Hazard	Very low
3	432	Tree	Eucalyptus botryoides	State Native	Remove	6 m	1 m	3.1 m	9.6 m	Over mature	Dead	Poor	Moderate A
4	434	Tree	Cupressus torulosa	Exotic	Remove	9 m	2 m	2.3 m	4.8 m	Over mature	Dead	Hazard	Very low
5	445	Tree	Cupressus torulosa	Exotic	Remove	11 m	6 m	3.3 m	10.4 m	Over mature	Dead	Poor	Very low
6	470	Tree	Melaleuca armillaris	State Native	Remove	7 m	8 m	1.8 m	2.6 m	Over mature	Dead	Hazard	Low
7	482	Tree	Melaleuca armillaris	State Native	Remove	6 m	3 m	1.7 m	2.5 m	Semi	Good	Fair	Moderate C
8	483	Tree	Melaleuca armillaris	State Native	Remove	7 m	3 m	1.6 m	2.0 m	Semi	Good	Fair	Moderate C
9	488	Tree	Melaleuca armillaris	State Native	Remove	2 m	7 m	1.8 m	2.6 m	Semi	Good	Poor	Moderate C
10	494	Tree	Melaleuca armillaris	State Native	Remove	5 m	3 m	1.7 m	2.3 m	Semi	Good	Poor	Moderate C
11	503	Tree	Melaleuca armillaris	State Native	Remove	4 m	3 m	1.6 m	2.2 m	Semi	Good	Poor	Moderate C
12	507	Tree	Corymbia ficifolia	Australian Native	Remove	3 m	3 m	1.6 m	2.0 m	Semi	Poor	Poor	Low
13	509	Group	Melaleuca armillaris	State Native	Remove	4 m	3 m	1.5 m	2.0 m	Semi	Fair	Poor	Low
14	510	Tree	Corymbia maculata	State Native	Remove	8 m	3 m	1.8 m	2.6 m	Semi	Good	Fair	Moderate B
15	513	Tree	Melaleuca armillaris	State Native	Remove	6 m	2 m	1.8 m	2.6 m	Semi	Fair	Fair	Moderate B
16	516	Tree	Corymbia maculata	State Native	Remove	9 m	3 m	1.8 m	2.8 m	Semi	Good	Good	Moderate B
17	530	Tree	Melaleuca armillaris	State Native	Remove	3 m	3 m	1.5 m	2.0 m	Semi	Good	Fair	Moderate C
18	542	Tree	Eucalyptus botryoides	State Native	Remove	4 m	2 m	1.5 m	2.0 m	Over mature	Dead	Hazard	Very low
19	544	Tree	Eucalyptus sp.	Locally Indigenous	Remove	6 m	2 m	2.2 m	4.6 m	Over mature	Dead	Poor	Low
20	557	Tree	Grevillea robusta	Australian Native	Remove	11 m	4 m	2.8 m	8.0 m	Over mature	Dead	Hazard	Very low
21	571	Group	Melaleuca nesophila	State Native	Remove	3 m	5 m	2.3 m	2.0 m	Over Mature	Fair	Poor	Very Low
22	595	Tree	Eucalyptus botryoides	State Native	Retain	5 m	3 m	1.5 m	2.0 m	Semi	Fair	Fair	Moderate C
23	833	Tree	Agonis flexuosa	Australian Native	Remove	6 m	4 m	2.6 m	6.4 m	Over Mature	Dead	Poor	Low
24	982	Tree	Eucalyptus sp.	Locally Indigenous	Remove	8 m	4 m	2.3 m	4.7 m	Over Mature	Dead	Hazard	Very Low
25	1028	Tree	Eucalyptus botryoides	State Native	Remove	17 m	6 m	3.4 m	11.6 m	Over Mature	Dead	Poor	Moderate A
26	1186	Tree	Eucalyptus sp.	Locally Indigenous	Remove	10 m	8 m	2.2 m	4.1 m	Over mature	Dead	Poor	Low
27	1326	Tree	Eucalyptus sp.	Locally Indigenous	Remove	8 m	7 m	2.2 m	4.3 m	Over mature	Dead	Poor	Low
28	1962	Tree	Acacia implexa	Locally Indigenous	Remove	7 m	3 m	2.2 m	4.1 m	Over Mature	Dead	Poor	Low
29	2254	Tree	Eucalyptus nicholii	Australian Native	Remove	8 m	8 m	3.2 m	8.5 m	Over Mature	Dead	Hazard	Very Low
30	2336	Tree	Hesperocyparis macrocarpa	Exotic	Remove	12 m	10 m	2.6 m	6.5 m	Over Mature	Dead	Hazard	Very Low
31	2359	Tree	Eucalyptus sideroxylon	State Native	Remove	10 m	4 m	2.7 m	6.1 m	Over Mature	Dead	Hazard	Very Low
32	2381	Tree	Eucalyptus sideroxylon	State Native	Remove	5 m	1 m	1.7 m	2.5 m	Over Mature	Dead	Hazard	Very Low
33	2536	Tree	Callistemon viminalis	Australian Native	Remove	4 m	4 m	2.3 m	2.6 m	Semi	Good	Fair	Low
34	2561	Tree	Acacia implexa	Locally Indigenous	Remove	6 m	5 m	2.2 m	2.5 m	Over mature	Dead	Hazard	Very Low
35	2566	Tree	Acacia implexa	Locally Indigenous	Remove	7 m	1 m	2.0 m	3.5 m	Over mature	Dead	Hazard	Very Low
36	2574	Tree	Leptospermum laevigatum	Locally Indigenous	Remove	3 m	7 m	2.2 m	3.1 m	Over mature	Dead	Hazard	Very Low
37	2577	Tree	Casuarina cunninghamiana	State Native	Retain	10 m	3 m	2.2 m	2.9 m	Semi	Good	Good	Moderate C
38	2618	Tree	Acacia implexa	Locally Indigenous	Remove	5 m	2 m	1.7 m	2.5 m	Over mature	Dead	Hazard	Very Low
39	2639	Tree	Acacia implexa	Locally Indigenous	Remove	4 m	2 m	1.5 m	2.0 m	Over mature	Dead	Hazard	Very Low
40	2673	Tree	Acacia implexa	Locally Indigenous	Remove	3 m	1 m	1.5 m	2.0 m	Over mature	Dead	Hazard	Very Low
41	2694	Tree	Acacia implexa	Locally Indigenous	Remove	3 m	2 m	1.5 m	2.0 m	Over mature	Dead	Hazard	Very Low
42	2735	Tree	Eucalyptus botryoides	State Native	Remove	8 m	3 m	3.0 m	6.2 m	Mature	Dead	Hazard	Very Low
43	2749	Tree	Acacia elata	State Native	Remove	14 m	6 m	2.8 m	6.2 m	Over Mature	Dead	Hazard	Very Low

44	2782	Tree	Acacia implexa	Locally Indigenous	Remove	5 m	3 m	1.7 m	2.5 m	Over mature	Dead	Hazard	Very Low
45	2785	Tree	Eucalyptus botryoides	State Native	Remove	5 m	1 m	1.7 m	2.5 m	Over Mature	Dead	Hazard	Very Low
46	2801	Tree	Eucalyptus botryoides	State Native	Remove	7 m	3 m	2.0 m	3.5 m	Over Mature	Dead	Hazard	Very Low
47	2898	Tree	Eucalyptus radiata	Locally Indigenous	Remove	6 m	6 m	2.6 m	4.4 m	Over mature	Dead	Hazard	Very Low
48	2918	Tree	Acacia implexa	Locally Indigenous	Remove	4 m	2 m	1.5 m	2.0 m	Over mature	Dead	Hazard	Very Low
49	2971	Tree	Acacia mearnsii	Locally Indigenous	Remove	4 m	1 m	1.5 m	2.0 m	Over mature	Dead	Hazard	Very Low
50	3022	Tree	Unknown Unknown	Locally Indigenous	Remove	3 m	6 m	2.3 m	2.0 m	Young	Good	Poor	Low
51	3123	Tree	Eucalyptus botryoides	State Native	Remove	8 m	4 m	3.1 m	6.4 m	Over Mature	Dead	Hazard	Low
52	3150	Tree	Acacia implexa	Locally Indigenous	Remove	3 m	1 m	1.5 m	2.0 m	Over mature	Dead	Hazard	Very Low
53	3175	Tree	Acacia implexa	Locally Indigenous	Remove	6 m	1 m	2.3 m	2.3 m	Over mature	Dead	Hazard	Very Low
54	3221	Tree	Melaleuca armillaris	State Native	Remove	2 m	1 m	2.3 m	2.5 m	Mature	Fair	Hazard	Low
55	3272	Tree	Hesperocyparis macrocarpa	Exotic	Remove	3 m	4 m	2.2 m	2.5 m	Semi	Good	Fair	Low
56	3435	Tree	Eucalyptus botryoides	State Native	Remove	3 m	2 m	3.4 m	10.9 m	Over Mature	Dead	Hazard	Very Low
57	3528	Tree	Melaleuca armillaris	State Native	Remove	3 m	4 m	2.2 m	2.6 m	Mature	Fair	Poor	Low
58	3551	Tree	Eucalyptus viminalis	Locally Indigenous	Remove	7 m	3 m	2.3 m	4.4 m	Over mature	Dead	Poor	Very Low
59	3554	Tree	Eucalyptus botryoides	State Native	Remove	6 m	5 m	2.1 m	2.0 m	Semi	Good	Poor	Low
60	3669	Tree	Acacia sp.	Locally Indigenous	Remove	6 m	4 m	2.5 m	3.5 m	Over mature	Dead	Hazard	Very Low
61	3699	Tree	Eucalyptus radiata	Locally Indigenous	Remove	6 m	6 m	2.3 m	4.7 m	Over mature	Dead	Hazard	Very Low
62	3720	Tree	Melaleuca armillaris	State Native	Remove	4 m	6 m	2.2 m	2.9 m	Mature	Fair	Poor	Low
63	3847	Tree	Acacia implexa	Locally Indigenous	Remove	9 m	6 m	2.3 m	3.4 m	Over mature	Dead	Hazard	Very Low
64	3864	Tree	Eucalyptus camaldulensis	Locally Indigenous	Remove	4 m	8 m	2.5 m	4.1 m	Over mature	Dead	Hazard	Very Low
65	3909	Tree	Melaleuca ericifolia	Locally Indigenous	Remove	3 m	2 m	1.5 m	2.0 m	Young	Dead	Hazard	Very Low
66	3910	Tree	Allocasuarina littoralis	Locally Indigenous	Remove	4 m	2 m	1.5 m	2.0 m	Young	Dead	Hazard	Very Low
67	3954	Tree	Eucalyptus camaldulensis	Locally Indigenous	Remove	4 m	2 m	1.5 m	2.0 m	Over mature	Dead	Poor	Very Low
68	3999	Tree	Eucalyptus viminalis	Locally Indigenous	Retain (Prun	7 m	3 m	2.6 m	3.9 m	Over mature	Dead	Poor	Low
69	4012	Tree	Eucalyptus globulus subsp bic	State Native	Retain (Prun	10 m	4 m	2.8 m	6.8 m	Over Mature	Dead	Poor	Low
70	4014	Tree	Angophora costata	Australian Native	Retain	4 m	3 m	2.3 m	2.4 m	Semi	Fair	Poor	Low



TREES REQUIRING LOCAL LAW PERMIT ONLY

Num	Type	ID	Origin	Retained Y/N	Height	Span	Width/Dia Trunk (radius)	Width/Dia Trunk (radius)	Age	Health	Structure	Useful Life Expectancy	Retention value	Retention	Observations
1186	Tree	Pinaceae spp.	Exotic	Removal	8 m	10 m	0.5 m	0.6 m	Over-mature	Dead	Hazard	Removal	Very low	Remove	
1028	Tree	Eucalyptus sp.	Locally Indigenous	Removal			0.2 m	0.4 m	Over-mature	Dead	Hazard	Removal	Very low	Remove	
432	Tree	Eucalyptus botryoides	State Native	Removal	8 m	5 m	0.1 m	0.6 m	Over-mature	Dead	Poor	Medium	Moderate A	Retainable	
434	Tree	Cupressus lanatus	Exotic	Removal	8 m	2 m	0.3 m	0.6 m	Over-mature	Dead	Hazard	Removal	Very low	Remove	
445	Tree	Cupressus lanatus	Exotic	Removal	11 m	6 m	0.6 m	1.0 m	Over-mature	Dead	Poor	Remove	Very low	Remove	dog tree with hollow/ habitat value
382	Tree	Melaleuca armillaris	State Native	Removal	7 m	5 m	0.8 m	1.0 m	Over-mature	Dead	Hazard	Removal	Very low	Remove	
482	Tree	Melaleuca armillaris	State Native	Removal	6 m	2 m	0.2 m	0.5 m	Semi	Good	Fair	Short	Moderate C	Retainable	Has habitat value
483	Tree	Melaleuca armillaris	State Native	Removal	6 m	2 m	0.2 m	0.5 m	Semi	Good	Fair	Short	Moderate C	Retainable	
488	Tree	Melaleuca armillaris	State Native	Removal	7 m	3 m	0.4 m	0.6 m	Semi	Good	Poor	Short	Moderate C	Retainable	
494	Tree	Melaleuca armillaris	State Native	Removal	5 m	3 m	0.2 m	0.5 m	Semi	Good	Poor	Short	Moderate C	Retainable	
503	Tree	Melaleuca armillaris	State Native	Removal	8 m	3 m	0.4 m	0.7 m	Semi	Good	Poor	Short	Moderate C	Retainable	
507	Tree	Melaleuca armillaris	State Native	Removal	8 m	3 m	0.4 m	0.7 m	Semi	Good	Poor	Short	Moderate C	Retainable	
510	Tree	Corymbia ficifolia	Australian Native	Removal	3 m	3 m	0.6 m	0.9 m	Semi	Poor	Poor	Short	Low	Remove	
509	Group	Melaleuca armillaris	State Native	Removal	4 m	3 m	0.3 m	0.6 m	Semi	Fair	Poor	Short	Low	Remove	
516	Tree	Corymbia maculata	State Native	Removal	8 m	3 m	0.6 m	0.9 m	Semi	Good	Fair	Medium	Moderate B	Retainable	
513	Tree	Corymbia maculata	State Native	Removal	8 m	3 m	0.6 m	0.9 m	Semi	Good	Good	Long	Moderate B	Retainable	
530	Tree	Corymbia maculata	State Native	Removal	7 m	3 m	0.8 m	1.0 m	Semi	Good	Good	Long	Moderate B	Retainable	
530	Tree	Melaleuca armillaris	State Native	Removal	7 m	3 m	0.5 m	0.8 m	Semi	Good	Fair	Medium	Moderate C	Retainable	
542	Tree	Eucalyptus botryoides	State Native	Removal	8 m	2 m	0.3 m	0.6 m	Over-mature	Dead	Poor	Removal	Very low	Remove	
544	Tree	Eucalyptus sp.	Locally Indigenous	Removal	8 m	2 m	0.3 m	0.6 m	Over-mature	Dead	Poor	Removal	Very low	Remove	
973	Group	Melaleuca linariifolia	State Native	Removal	5 m	4 m	0.2 m	0.5 m	Over-mature	Poor	Poor	Removal	Very low	Remove	
595	Tree	Eucalyptus botryoides	State Native	Retain	5 m	3 m	0.5 m	0.8 m	Semi	Fair	Fair	Short	Moderate C	Retainable	
833	Tree	Agonis flexuosa	Australian Native	Removal	6 m	4 m	0.6 m	0.9 m	Over-mature	Dead	Poor	Removal	Low	Remove	
382	Tree	Eucalyptus sp.	Locally Indigenous	Removal	8 m	4 m	0.3 m	0.7 m	Over-mature	Dead	Hazard	Removal	Very Low	Remove	
1028	Tree	Eucalyptus botryoides	State Native	Removal	17 m	5 m	0.6 m	0.9 m	Over-mature	Dead	Poor	Short	Moderate A	Retainable	
1186	Tree	Eucalyptus sp.	Locally Indigenous	Removal	13 m	8 m	0.2 m	0.5 m	Over-mature	Dead	Poor	Removal	Low	Remove	hollows present
1326	Tree	Eucalyptus sp.	Locally Indigenous	Removal	8 m	4 m	0.2 m	0.4 m	Over-mature	Dead	Poor	Removal	Low	Remove	
1962	Tree	Acacia implexa	Locally Indigenous	Removal	7 m	3 m	0.2 m	0.3 m	Over-mature	Dead	Poor	Removal	Low	Remove	
2254	Tree	Eucalyptus nicholii	Australian Native	Removal	8 m	4 m	0.2 m	0.5 m	Over-Mature	Dead	Hazard	Removal	Very Low	Remove	
2336	Tree	Allocasuarina littoralis	Locally Indigenous	Removal	13 m	6 m	0.3 m	0.6 m	Over-Mature	Dead	Hazard	Removal	Very Low	Remove	
2359	Tree	Eucalyptus sideroxylon	State Native	Removal	10 m	4 m	0.7 m	0.1 m	Over-Mature	Dead	Hazard	Removal	Very Low	Remove	
2381	Tree	Eucalyptus sideroxylon	State Native	Removal	9 m	5 m	0.7 m	0.5 m	Over-Mature	Dead	Hazard	Removal	Very Low	Remove	
2561	Tree	Callistemon viminalis	Australian Native	Removal	6 m	4 m	0.3 m	0.6 m	Semi	Good	Fair	Short	Low	Remove	
2566	Tree	Acacia implexa	Locally Indigenous	Removal	6 m	3 m	0.2 m	0.4 m	Over-Mature	Dead	Hazard	Removal	Very Low	Remove	
2574	Tree	Acacia implexa	Locally Indigenous	Removal	6 m	3 m	0.2 m	0.5 m	Over-Mature	Dead	Hazard	Removal	Very Low	Remove	
2577	Tree	Leptospermum laevigatum	Locally Indigenous	Removal	8 m	7 m	0.2 m	0.5 m	Over-mature	Dead	Hazard	Removal	Very Low	Remove	
2536	Tree	Casuarina cunninghamiana	State Native	Retain	10 m	5 m	0.2 m	0.5 m	Semi	Good	Good	Medium	Moderate C	Retainable	
2673	Tree	Acacia implexa	Locally Indigenous	Removal	9 m	2 m	0.7 m	0.5 m	Over-mature	Dead	Hazard	Removal	Very Low	Remove	
2694	Tree	Acacia implexa	Locally Indigenous	Removal	9 m	2 m	0.7 m	0.5 m	Over-mature	Dead	Hazard	Removal	Very Low	Remove	
2735	Tree	Acacia implexa	Locally Indigenous	Removal	9 m	3 m	0.7 m	0.5 m	Over-mature	Dead	Hazard	Removal	Very Low	Remove	
2749	Tree	Acacia implexa	Locally Indigenous	Removal	9 m	3 m	0.7 m	0.5 m	Over-mature	Dead	Hazard	Removal	Very Low	Remove	
2782	Tree	Acacia implexa	Locally Indigenous	Removal	9 m	3 m	0.7 m	0.5 m	Over-mature	Dead	Hazard	Removal	Very Low	Remove	
2785	Tree	Acacia implexa	Locally Indigenous	Removal	9 m	3 m	0.7 m	0.5 m	Over-mature	Dead	Hazard	Removal	Very Low	Remove	
2801	Tree	Acacia implexa	Locally Indigenous	Removal	9 m	3 m	0.7 m	0.5 m	Over-mature	Dead	Hazard	Removal	Very Low	Remove	
2639	Tree	Eucalyptus botryoides	State Native	Removal	8 m	3 m	0.5 m	0.8 m	Over-mature	Dead	Poor	Removal	Low	Remove	
2618	Tree	Eucalyptus botryoides	State Native	Removal	8 m	3 m	0.5 m	0.8 m	Over-mature	Dead	Poor	Removal	Low	Remove	
2858	Tree	Eucalyptus botryoides	State Native	Removal	8 m	3 m	0.5 m	0.8 m	Over-mature	Dead	Poor	Removal	Low	Remove	
2918	Tree	Eucalyptus botryoides	State Native	Removal	8 m	3 m	0.5 m	0.8 m	Over-mature	Dead	Poor	Removal	Low	Remove	
2971	Tree	Eucalyptus botryoides	State Native	Removal	8 m	3 m	0.5 m	0.8 m	Over-mature	Dead	Poor	Removal	Low	Remove	
3022	Tree	Eucalyptus botryoides	State Native	Removal	8 m	3 m	0.5 m	0.8 m	Over-mature	Dead	Poor	Removal	Low	Remove	
3123	Tree	Eucalyptus botryoides	State Native	Removal	8 m	3 m	0.5 m	0.8 m	Over-mature	Dead	Poor	Removal	Low	Remove	
3150	Tree	Eucalyptus botryoides	State Native	Removal	8 m	3 m	0.5 m	0.8 m	Over-mature	Dead	Poor	Removal	Low	Remove	
3175	Tree	Eucalyptus botryoides	State Native	Removal	8 m	3 m	0.5 m	0.8 m	Over-mature	Dead	Poor	Removal	Low	Remove	
3221	Tree	Eucalyptus botryoides	State Native	Removal	8 m	3 m	0.5 m	0.8 m	Over-mature	Dead	Poor	Removal	Low	Remove	
3272	Tree	Eucalyptus botryoides	State Native	Removal	8 m	3 m	0.5 m	0.8 m	Over-mature	Dead	Poor	Removal	Low	Remove	
3435	Tree	Eucalyptus botryoides	State Native	Removal	8 m	3 m	0.5 m	0.8 m	Over-mature	Dead	Poor	Removal	Low	Remove	
3528	Tree	Eucalyptus botryoides	State Native	Removal	8 m	3 m	0.5 m	0.8 m	Over-mature	Dead	Poor	Removal	Low	Remove	
3551	Tree	Eucalyptus botryoides	State Native	Removal	8 m	3 m	0.5 m	0.8 m	Over-mature	Dead	Poor	Removal	Low	Remove	
3554	Tree	Eucalyptus botryoides	State Native	Removal	8 m	3 m	0.5 m	0.8 m	Over-mature	Dead	Poor	Removal	Low	Remove	
3669	Tree	Eucalyptus botryoides	State Native	Removal	8 m	3 m	0.5 m	0.8 m	Over-mature	Dead	Poor	Removal	Low	Remove	
3699	Tree	Eucalyptus botryoides	State Native	Removal	8 m	3 m	0.5 m	0.8 m	Over-mature	Dead	Poor	Removal	Low	Remove	
3720	Tree	Eucalyptus botryoides	State Native	Removal	8 m	3 m	0.5 m	0.8 m	Over-mature	Dead	Poor	Removal	Low	Remove	
3847	Tree	Eucalyptus botryoides	State Native	Removal	8 m	3 m	0.5 m	0.8 m	Over-mature	Dead	Poor	Removal	Low	Remove	
3864	Tree	Eucalyptus botryoides	State Native	Removal	8 m	3 m	0.5 m	0.8 m	Over-mature	Dead	Poor	Removal	Low	Remove	
3910	Tree	Eucalyptus botryoides	State Native	Removal	8 m	3 m	0.5 m	0.8 m	Over-mature	Dead	Poor	Removal	Low	Remove	
3909	Tree	Eucalyptus botryoides	State Native	Removal	8 m	3 m	0.5 m	0.8 m	Over-mature	Dead	Poor	Removal	Low	Remove	
3954	Tree	Eucalyptus botryoides	State Native	Removal	8 m	3 m	0.5 m	0.8 m	Over-mature	Dead	Poor	Removal	Low	Remove	
3969	Tree	Eucalyptus botryoides	State Native	Removal	8 m	3 m	0.5 m	0.8 m	Over-mature	Dead	Poor	Removal	Low	Remove	
4014	Tree	Eucalyptus botryoides	State Native	Removal	8 m	3 m	0.5 m	0.8 m	Over-mature	Dead	Poor	Removal	Low	Remove	
4012	Tree	Eucalyptus botryoides	State Native	Removal	8 m	3 m	0.5 m	0.8 m	Over-mature	Dead	Poor	Removal	Low	Remove	

SIMPLIFIED TABLE REFER ATC REPORT

KINGSWOOD

LOCAL LAW PERMIT TREE REMOVAL PLAN

1:2000 @ A1 DATE 07.10.2026 JOB No.2442

DWG No. 2442C-LSK06[1] J:\Kingswood Golf Course\Masterplan\5. Design\Drawings\AutoCAD\Kingswood Masterplan Report.dwg

LEGEND

TREES LOCATION - SYMBOL ONLY (NOT ACTUAL SIZE)

TREE TO BE REMOVED

TREE TO BE RETAINED

TREE TO BE RETAINED PRUNE TO HABITAT TRUNK

MDG Landscape Architects
Level 3, 141 Flinders Lane
Melbourne, Victoria 3000 Australia
T: (03) 9650 6600
E: mail@mdgla.com.au

8. Community Strengthening Reports

Ordinary Council Meeting

23 November 2026

Agenda Item No: 8.1

KINGSTON GRANTS PROGRAM IMPROVEMENTS AND FUNDING CONSIDERATIONS

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

Purpose of Report

The purpose of this report is to present amendments to the Kingston Grants Program for Council's 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. Endorse the following changes to the Kingston Grants Program:
    a) Operational & Partnership Grants:
        i. Establish a new Community Interest & Support category by combining the existing Welfare Support sub-category and Community Interest Organisations category, with triennial funding of up to $40,000 each year available per grant recipient; and
        ii. Remove the existing Welfare Support sub-category and rename the Welfare Services category the Emergency Relief category, with triennial funding of up to $110,000 each year available per grant recipient, under Council's previously endorsed Emergency Relief Funding Model;
    b) Community Small Grants:
        i. Refocus the Community Small Grants - Community Celebrations category to support one-off commemorative, milestone and recognition activities, and remove the requirement for activities to be publicly accessible; and
        ii. Amend the Community Small Grants - Capacity Building category to specify that training-related activities, including but not limited to Responsible Service of Alcohol (RSA), First Aid, governance, compliance and similar training, are eligible for funding only once every three years per organisation;
2. Authorise officers to update the Kingston Grants Program Policy and relevant Guidelines to reflect the endorsed changes; and
3. Note the indicative grant program budget allocations outlined in Section 4.3, subject to Council's annual budget process.

1. Executive Summary

This report presents a series of improvements to the Kingston Grants Program arising from officer identified continuous improvement opportunities, the work of the Kingston Grants Governance Working Group and the review of Council's Community Events Grants and Event Sponsorship (Sponsor) Program.

The current Kingston Grants Program commenced in January 2024 and the triennial grants streams conclude on 30 June 2027. The program has continued to evolve since 2024, and officers continue to identify continuous improvement opportunities.

In addition, a Councillor Grants Governance Working Group was established in 2025 and reconvened in 2026 to support the continuous improvement of the Kingston Grants Program. The Working Group has focused on opportunities to strengthen transparency, accountability, consistency and long-term sustainability across Council's grant programs.

Through its discussions, the Working Group emphasised the importance of ensuring funding decisions are informed by demonstrated community benefit, participation by Kingston residents, return on investment, equitable distribution of funding and strong governance practices. The Working Group also identified opportunities to simplify the grants framework, improve consistency between funding categories and ensure funding remains aligned with Council's strategic priorities and current community needs.

In response, a series of improvements to the Kingston Grants Program are proposed, including:

- Establishing a new Community Interest & Support category through the consolidation of the current Community Interest Organisations category and Welfare Support sub-category;
- Renaming the Welfare Services category as the Emergency Relief category;
- Clarifying the distinction between operational funding, event funding and community celebration funding;
- Refocusing Community Small Grants - Community Celebrations category funding on commemorative, milestone and recognition activities; and
- Clarifying the Community Small Grants - Capacity Building category by limiting funding for training-related activities to once every three years per organisation and ensuring funding remains focused on broader organisational development and sustainability outcomes.

The report also presents indicative funding allocations for 2027/28. These allocations have been informed by historical utilisation, demonstrated community demand, available alternative funding sources, Council's current financial position and opportunities identified through the Grants Governance Working Group. These indicative funding allocations are subject to Council’s annual budget approval process.

Collectively, the proposed changes seek to improve applicant understanding, reduce duplication, support more consistent and transparent funding decisions and ensure Council funding continues to support activities that contribute to an inclusive, connected, healthy and resilient Kingston community.

2. Background

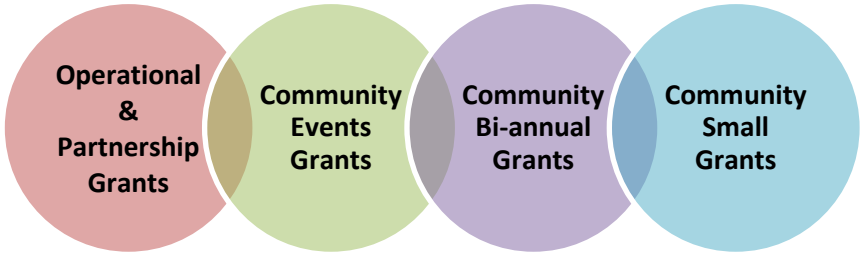
The Kingston Grants Program supports organisations and community groups to deliver initiatives that benefit the Kingston community and advance Council's strategic priorities. Approximately $1.8 million is distributed annually across areas including health and wellbeing, arts and culture, sport and recreation, education, environment, and community development.

In 2023, Council undertook a comprehensive review of its grants program, informed by the Victorian Auditor-General's Office (VAGO) report, *Fraud Control Over Local Government Grants*. The review identified opportunities to strengthen governance, transparency, consistency and accountability across Council's grant funding programs. In response, Council implemented a revised Kingston Grants Program.

Introduced on 1 January 2024, the revised program consolidated grant administration within a single framework and strengthened governance, assessment, decision-making and acquittal processes. Since its introduction, Council has continued to refine the program through a series of amendments to improve clarity, consistency and alignment with community needs.

The Program now consists of four grant streams, (as outlined in Figure 1):

Figure 1 - Kingston Grants Program funding streams



This report relates to proposed changes to the Operational & Partnership Grants – 'Welfare Services' and 'Community Interest Organisations' categories and Community Small Grants – 'Community Celebrations' and 'Capacity Building' categories. The Operational & Partnership Grants consists of the following categories and sub-categories:

- Welfare Services (Welfare Support sub-category and Emergency Relief sub-category)
- Community Interest Organisations
- Neighbourhood Houses & Community Centres
- Multicultural & Seniors

The Community Small Grants consists of the following categories:

- Community Projects & Programs
- Community Celebrations
- Small Equipment
- Capacity Building
- New Group Start-Up Support

2.1 Kingston Grants Governance Working Group

A Councillor Grants Governance Working Group was established in 2025 and reconvened in early 2026 to support the continuous improvement of the Kingston Grants Program. The Working Group was established following implementation of the revised Kingston Grants Program and has focused on strengthening governance, transparency, *accountability and long-term sustainability across Council's grant programs.*

The Working Group comprises the Mayor, Deputy Mayor and two Councillors and met on four occasions throughout 2026 to consider governance arrangements, funding priorities, funding allocation models and opportunities to strengthen transparency, equity and accountability across Council's grants programs.

Discussion focused on:

- Ensuring funding allocations are proportionate to demonstrated community benefit and participation by Kingston residents.
- Improving consistency of reporting and outcome measurement.
- Reviewing funding levels across grant streams.
- Strengthening governance and transparency in funding decisions.
- Reducing duplication and simplifying the grants framework.
- Improving long-term financial sustainability of the Kingston Grants Program.

Feedback from the Working Group has informed the proposed changes outlined in this report.

3. Discussion

3.1 Opportunities for improvement identified by the Kingston Grants Governance Working Group

The Kingston Grants Governance Working Group identified a number of opportunities to strengthen the effectiveness, equity and sustainability of the Kingston Grants Program.

Key themes included ensuring funding decisions are informed by demonstrated community benefit, participation by Kingston residents, return on investment and transparent reporting of outcomes. The Working Group also identified opportunities to simplify the grants framework, reduce duplication between funding categories and improve consistency in how funding is allocated and reported.

The Working Group expressed support for reviewing funding levels across a number of grant categories, improving the alignment between funding objectives and funding allocations, and ensuring organisations with access to alternative government, philanthropic or sector funding sources continue to leverage those opportunities alongside Council support.

The Working Group also supported further consideration of reforms to Council's event funding framework, increased emphasis on outcomes reporting and the ongoing refinement of grant categories to improve applicant understanding and program effectiveness.

These themes have informed the development of the proposed changes outlined in this report.

3.2 Opportunities Identified Through the Community Events and Event Sponsorship Review

On 27 April 2026, Council resolved to review the Community Events Grants Stream and the Event Sponsorship (Sponsor) Program Policy. Through this work, officers identified a number of broader opportunities to strengthen the Kingston Grants Program, including reducing overlap between funding categories, clarifying eligibility requirements and improving alignment between funding categories, funding caps and community need.

For example, recurring creative programs may be eligible under both the Community Events Grants and Operational & Partnership Grants streams, while activities that celebrate culture, identity and community connection may align with both the Community Celebrations category of the Community Small grant stream and Multicultural & Seniors

category of the Operational & Partnership grant stream. This overlap can create uncertainty for applicants and increase complexity in the assessment process.

The review also identified an opportunity to better distinguish between event funding and community celebration funding. Proposed changes to the Community Celebrations category are included in this report, while options relating to Community Events Grants, Community Bi-annual Grants - Small Community Events category and the Event Sponsorship (Sponsor) Program are considered separately in the report, Response to Resolution - Community Events Grants and Event Sponsorship Program Review.

Under the proposed approach, the Community Small Grants - Community Celebrations category would be repositioned as a dedicated funding category for commemorative, milestone and recognition activities, while event-related activities would be supported through Council's event funding programs. This clearer delineation of funding purposes would reduce overlap between grant categories, improve applicant understanding and support more consistent assessment and funding decisions.

Refining grant category objectives, eligibility criteria and funding priorities would improve program clarity, reduce duplication and support more consistent and transparent funding decisions.

3.3 Proposed Changes

The following proposed changes seek to improve applicant understanding, support more consistent funding decisions and ensure Council funding is directed to the areas that align with Council’s strategic directions and provide the greatest community benefit.

3.3.1 Establishing an Operational & Partnership Grants - Community Interest & Support Category

The Kingston Grants Governance Working Group identified opportunities to simplify the Operational & Partnership Grants, reduce duplication between funding categories and improve consistency in funding allocation decisions.

The current Community Interest Organisations category and Welfare Support sub-category (of the Welfare Services category) both provide operational funding to organisations delivering ongoing programs, services and community outcomes. While the categories have different funding caps and target cohorts, there is significant overlap in the activities funded and the outcomes they seek to achieve.

It is therefore proposed that the existing Community Interest Organisations category and Welfare Support sub-category be consolidated into a new Community Interest & Support category within the Operational & Partnership Grants Program.

The proposed category would provide triennial funding of up to $40,000 each year per grant recipient for organisations delivering ongoing programs, services and initiatives that strengthen community wellbeing, inclusion, participation, capacity building and social connection.

The new category would simplify the grants framework by bringing together organisations with similar objectives, while providing greater flexibility to support a broader range of community organisations delivering ongoing community outcomes.

The proposed funding cap of $40,000 reflects feedback from the Grants Governance Working Group and balances the need to provide meaningful

operational support while ensuring available funding can be distributed across a range of organisations and emerging community needs.

The increased funding cap for current Community Interest Organisations recipients recognises that some organisations currently funded through other grant streams may be more appropriately supported through operational funding arrangements in the future. Conversely, the reduced cap for organisations currently funded through the Welfare Support sub-category recognises the availability of alternative State Government, Commonwealth Government and philanthropic funding opportunities available to many specialist welfare organisations.

The impact of the proposed changes on existing recipients and funding arrangements is outlined in Appendix 1.

It is important to note the current funding agreements conclude on 30 June 2027 and therefore applicants seeking grant funding beyond this date would need to reapply and would be subject to eligibility checks and the assessment and decision-making process outlined in the Kingston Grants Program Policy.

3.3.2 Renaming the Operational & Partnership Grants - Emergency Relief Category

The current Welfare Services funding category contains two funding sub-categories: Emergency Relief and Welfare Support.

As outlined in Section 3.3.1, the proposed Community Interest & Support category would replace the existing Welfare Support sub-category. As a result, Emergency Relief would become the sole remaining sub-category within Welfare Services. It is therefore proposed that the Welfare Services category be renamed Emergency Relief to better reflect its purpose and simplify the structure of the Kingston Grants Program.

The proposed change would not affect Council's existing Emergency Relief Funding Model or the level of support available to emergency relief providers. Triennial funding of up to $110,000 each year per grant recipient would continue to be available based on service scale, service provision, operating hours and alignment with the Community Information and Support Victoria (CISVic) model.

This change is administrative in nature and is intended to improve the clarity and consistency of the grants framework for applicants, assessors and Council.

3.3.3 Refocusing the Community Small Grants - Community Celebrations Category

Analysis identified overlap between the Community Small Grants – Community Celebrations category and the Operational & Partnership – Multicultural & Seniors category. While Community Celebrations is intended to support one-off celebrations and recognition activities, and Multicultural & Seniors supports ongoing social and community participation activities, the distinction between the two categories is not always clear for applicants.

This is particularly the case for organisational milestone celebrations, anniversary events and recognition activities, which may not be designed as public events but also fall outside the intended purpose of the Multicultural & Seniors category.

It is proposed that the Community Celebrations category be refocused on one-off commemorative, milestone and recognition activities. This would provide greater

clarity for applicants, reduce duplication across funding categories and support more consistent assessment outcomes.

It is also proposed that the current requirement for activities to be publicly accessible be removed. This would enable support for activities such as organisational anniversary celebrations, volunteer recognition events and activities that acknowledge significant achievements or milestones.

These activities play an important role in recognising volunteer contributions, celebrating organisational achievements and strengthening community connections. The proposed changes would maintain support for community celebration and recognition activities while providing greater certainty regarding the most appropriate funding pathway for applicants.

3.3.4 Clarifying the Community Small Grants - Capacity Building Category

The Capacity Building category is intended to support initiatives that strengthen the capability, sustainability and long-term effectiveness of community organisations beyond their normal operations.

To better align with the purpose of the category, it is proposed that training-related activities, including but not limited to Responsible Service of Alcohol (RSA), First Aid, governance, compliance and similar training, be eligible for funding only once every three years per organisation.

While training can play an important role in supporting the effective operation of community organisations, it is generally considered a recurring organisational responsibility and cost. Limiting funding for training activities to once every three years recognises that organisations may occasionally require assistance to build capability, while encouraging them to plan for ongoing training and professional development expenses as part of their normal operations.

This change would help ensure Capacity Building funding remains focused on initiatives that deliver broader organisational development, innovation, sustainability and long-term community benefit. It will also improve consistency in funding decisions and provide greater clarity to applicants regarding Council's expectations for training-related funding requests.

Table 1: Summary of Proposed Changes to Kingston Grants Program Categories

Category	Current Approach	Proposed Change	Rationale
Operational & Partnership – Community Interest Organisations category	Standalone category providing operational funding of up to $20,000 for ongoing community programs and activities.	Category removed and merged with the Welfare Support sub-category to create a new Community Interest & Support category, with funding of up to $40,000.	Simplifies the grants framework, reduces duplication and provides a more flexible funding pathway for organisations delivering ongoing community benefit.
Operational & Partnership – Welfare Services - Welfare Support sub-category	Provides operational funding of up to $60,000 for specialist welfare and support services.	Sub-category removed and merged with Community Interest Organisations category to create the new Community Interest & Support category, with funding of up to $40,000.	Maintains support for community organisations while supporting a more equitable distribution of Council funding and recognising access to alternative government and philanthropic funding sources.
Proposed New Category: Operational & Partnership – Community Interest & Support	Not applicable.	New category established by combining the existing Community Interest Organisations category and Welfare Support sub-category. Funding of up to $40,000 available for organisations delivering ongoing community programs, services and activities.	Creates a simpler and more consistent operational funding model, improves applicant understanding and supports transparent and equitable funding decisions.
Operational & Partnership – Welfare Services grant category	Contains two sub-categories: Emergency Relief and Welfare Support.	Rename category to Emergency Relief following removal of the Welfare Support sub-category. Emergency Relief funding model unchanged.	Better reflects the purpose of the stream and simplifies the structure of the Kingston Grants Program.
Community Small Grants – Community Celebrations category	Supports a broad range of celebration activities, with some overlap with other funding categories.	Refocus the category on one-off commemorative, milestone and recognition activities and remove the requirement for activities to be publicly accessible.	Improves clarity, reduces duplication and supports more consistent assessment outcomes.
Community Small Grants – Capacity Building category	Supports initiatives that strengthen the capability, sustainability and long-term effectiveness of organisations beyond their normal operations.	Training-related activities to be eligible for funding once every three years per organisation.	To better align with the purpose of this category by supporting strategic, rather than ongoing capability building.

3.4 Funding Considerations

As part of the review of the Community Events Grants stream and Event Sponsorship (Sponsor) Program, officers identified opportunities to improve the alignment between grant program objectives, funding allocations and community demand.

This work considered historical funding allocations, program utilisation, the availability of alternative funding sources, and Council's current financial position.

The timing of this review is particularly important as the next Operational & Partnership Grants allocation process will occur in July 2027. This process will involve Council determining funding allocations and entering into three-year funding agreements for the 2027-2030 funding period.

While the grants program budget will continue to be determined through Council's annual budget process, the proposed reforms outlined in this report may influence future funding demand, category structures and funding allocations. For this reason, indicative budget allocations are provided in Section 4.3 to demonstrate how the proposed changes could support the long-term sustainability of the Kingston Grants Program and inform future funding considerations.

4. Compliance Checklist

4.1 Council and Wellbeing Plan Alignment

Strategic Direction: Responsibly Governed - We are a transparent and efficient organisation that is accountable, responsive and cost-effective
Strategy: Ensure good governance through integrity, accountability, and continuous improvement

The continuous improvement of the Kingston Grants Program supports Council’s commitment to good governance by enhancing the transparency, consistency and efficiency of funding assessment and allocation processes, ensuring the accountable and effective use of public resources.

4.2 Governance Principles Alignment

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

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

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

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

The proposed improvements support the achievement of the best outcomes for the municipal community by promoting transparent, equitable and financially sustainable funding practices, while supporting informed and accountable Council decision-making.

4.3 Financial Considerations

The recommendations can be implemented within existing grant program budgets.

The proposed 2027/28 budgets for the Kingston Grants Program streams and categories affected by the proposed changes in this report are outlined in Table 2. Table 2 does not represent the total annual Kingston Grants Program budget.

Recognising that Kingston provides a comparatively large grants program relative to many other Victorian councils, and in the context of sector-wide financial constraints, officers have reviewed grant program budgets alongside the proposed policy changes outlined in this report. The recommended budget allocations reflect historical funding demand, utilisation trends, the availability of alternative funding sources, and the proposed refinement of grant category objectives and eligibility criteria.

Table 2: Proposed Kingston Grant Program Budgets

Grant Stream	Summary	Current	Proposed Budget 2027/28
Proposed: Event Sponsorship	The proposed Event Sponsorship stream combines the existing Community Events Grants stream, the Small Community Events category within the Community Bi-annual Grants stream and the Event Sponsorship (Sponsor) Program into a single funding stream. The combined 2026/27 budget for Community Events Grants and Event Sponsorship is $191,600, comprising $141,600 for Community Events Grants and $50,000 for Event Sponsorship. A budget of $170,000 is proposed for 2027/28, reflecting historical demand, including $35,000 in sponsorship funding distributed in 2025/26, the proposed maximum funding cap of $15,000 per recipient, and the consolidation of event funding into a single stream. The proposed budget will continue to reserve $20,000 to support community celebrations recognising days of cultural significance. The proposed model supports Council's role as a contributor to community events rather than the primary funding source, while providing a single, consistent funding pathway for event organisers.	2026-27 budget: $191,600, comprising $141,600 for Community Events Grants and a $50,000 Event Sponsorship budget. For context, $35,000 of the Event Sponsorship budget was allocated in 2025-26; no Event Sponsorship funding has been allocated in 2026-27.	$170,000
Operational & Partnership - Neighbourhood Houses & Community Centres	No change to budget is proposed. On 2 February 2026, Council resolved to apply an annual 3% CPI increase to Neighbourhood Houses and Community Centres funding allocations. This increase will be applied in Year 2 of the next triennial funding period.	$568,000	$568,000
Proposed: Operational & Partnership – Emergency Relief	Under the proposed funding model, the Welfare Support sub-category would be merged with Community Interest Organisations to create a new Community Interest & Support category. As a result, the remaining Emergency Relief sub-category would become a standalone funding category and be renamed accordingly.	NA	$370,000
Operational & Partnership – Welfare Services	The current Welfare Services category contains two sub-categories Emergency Relief and Welfare Support. Proposal to merge the Welfare Support funding sub-category with the Community Interest Organisations category and rename to Community Interest & Support category.	$510,000	NA
Operational & Partnership – Community Interest Organisations	Proposal to merge this funding category with the Welfare Support sub-category and rename to Community Interest & Support category.	$83,881*	NA
Proposed: Operational &	A budget of $140,000 is proposed for the new category. The proposed model introduces a maximum funding cap of $40,000	NA	$140,000

Grant Stream	Summary	Current	Proposed Budget 2027/28
Partnership – Community Interest & Support	per organisation. While this would increase the maximum funding available to some organisations, one current recipient receives funding above the proposed cap and would therefore be eligible for a lower maximum funding amount. The revised category simplifies the grants framework and provides a more consistent and flexible funding model for community organisations.		
Operational & Partnership – Multicultural & Seniors	A budget of $150,000 is proposed for this category. The proposed budget reflects changing participation patterns among multicultural and seniors groups and the evolving operating environment for these organisations, including challenges in maintaining membership, governance and volunteer capacity. Funding will continue to support organisational sustainability, including costs such as insurance, venue hire and administration. Council funding is intended to support, rather than fully fund, the operation of these organisations and the activities they deliver to the community, helping groups remain active, connected and sustainable.	$168,142	$150,000
Total		**$1,506,623**	**$1,398,000**

** The figures in Table 2 reflect the 2026/27 budgets for grant streams and categories relevant to this report under the current grant structure, while the figures in Appendix 1 reflect allocations mapped to the proposed funding categories. Consequently, differences may occur due to both variations between budget and actual expenditure and the reclassification of some organisations under the proposed framework. For example, the six St Vincent de Paul organisations currently included in the Community Interest Organisations category would be classified under the Emergency Relief category in future funding rounds.*

Community Bi-annual Grants

No change to the Community Bi-annual Grants budget is proposed although the Small Community Events category would be removed from the Community Bi-annual Grants stream. The existing $200,000 budget would remain available for the continuing categories within that stream.

Community Small Grants

A budget of $90,000 is proposed for the Community Small Grants program. The maximum grant available under this program is $2,000 per application, enabling Council to support up to 45 community-led initiatives at the maximum grant amount, or a greater number where smaller grants are awarded. The proposed budget is considered sufficient to maintain access to small-scale grant funding across the municipality and represents a reduction of $10,000 from the current allocation.

While reductions are proposed across several funding streams, the Kingston Grants Program will continue to provide almost $1.7 million annually to support community organisations, services, events and initiatives that contribute to community wellbeing, participation, inclusion and community resilience across Kingston.

The proposed funding allocations have been informed by historical utilisation, demonstrated community demand, available alternative funding sources, the outcomes of the Kingston Grants Governance Working Group, and Council's current financial position. Analysis of existing funding recipients indicates that the proposed reductions can largely be achieved through revised funding structures, updated eligibility criteria and refinements

to funding priorities, rather than significant reductions to support for existing funded organisations.

Grant program budgets are ultimately determined by Council through its annual budget process and may be reviewed over time in response to changing community needs, Council priorities and financial capacity. However, Operational & Partnership Grants involve three-year funding agreements. The next funding allocation process will occur in July 2027 and will involve Council committing funding to successful applicants for the 2027-2030 funding period. For this reason, the indicative budget settings outlined in this report are provided to support consideration of the long-term sustainability of the Kingston Grants Program alongside the proposed policy and guideline changes.

Consistent with current practice, the Assessment Panel may recommend a combination of full, partial and no funding allocations to maximise the impact of available resources and support a broader range of organisations and initiatives. Partial funding recognises Council's role as a contributor towards community outcomes rather than the sole funder of activities and encourages organisations to leverage funding from other sources, partnerships, volunteer contributions and in-kind support. This approach enables Council to support a greater number of community initiatives while continuing to achieve strong community outcomes and value for money.

4.4 Risk considerations

The proposed changes are intended to improve clarity, consistency and equity within the Kingston Grants Program. Key risks include:

- Stakeholder concern regarding funding changes, particularly from organisations affected by revised category objectives or reduced maximum funding amounts.
- Transitional impacts for current and prospective applicants, who may require support to understand and adapt to the revised funding categories and eligibility criteria.
- Potential reduction in funding for some organisations, particularly within the Welfare Services category, which may affect the scale or scope of funded activities.
- Reputational risk if changes are perceived as reducing support for particular sectors or community groups.
- Implementation risk if program guidelines, application materials and communications are not updated clearly and consistently.

These risks will be mitigated through clear communication, updated program guidelines, targeted applicant support and ongoing monitoring of funding outcomes.

Appendices

Appendix 1 - Impact of proposed Community Interest & Support category (Ref 26/267706) 

Author/s:	Rachael Hurley, Community Grants Officer
	Gillian Turnbull, Coordinator Community Capacity
Reviewed and Approved By:	Trent Carpenter, Team Leader Community Capacity and Partnerships
	Susan Quach, Manager Inclusive Communities
	Kate Waters, General Manager Community Strengthening

8.1

KINGSTON GRANTS PROGRAM IMPROVEMENTS AND FUNDING CONSIDERATIONS

1 Impact of proposed Community Interest & Support category. 105

Impact of Proposed Community Interest & Support Category on Current Funding Recipients

All organisations listed below that would transition to the proposed Community Interest & Support category would be eligible to apply for up to $40,000 per year, subject to eligibility, assessment and Council approval.

Current Community Interest Organisation recipients potentially transitioning to Community Interest & Support	Current Year 3 Funding Allocation
AWARE Wildlife Rescue	$1,500
Chelsea and District Historical Society	$3,500
Chelsea Concert Band	$8,500
Dingley Village Historical Society	$4,500
Mentone Public Library	$3,000
Mordialloc & District Historical Society	$3,500
Mordialloc Jazz Orchestra (MoJO) - Mordialloc Brass Band	$10,600
Radio Carrum	$3,200
Rotary Club of Chelsea	$3,000
South Oakleigh Wildlife Shelter	$7,000
Southern Area Concert Band Inc	$9,581
Southern Community Broadcasters Inc (88.3 Southern FM)	$4,000
Sub-total	**$61,881**
Current Welfare Support recipients potentially transitioning to Community Interest & Support	**Current Year 3 Funding Allocation**
Emerge Women & Children's Support Network	$61,669*
Family Life Limited	$30,000
Peninsula Community Legal Centre Inc	$40,000
The Motivation Ltd t/a The Women's Spirit Project	$38,500
Sub-total	**$170,169**
Current Community Events Grants recipient potentially transitioning to Community Interest & Support	**Current Year 3 Funding Allocation**
Eisteddfod by the Bay	$25,000
Total current Year 3 funding allocation	**$257,050**

* Emerge Women & Children's Support Network currently receives $61,669 and would be eligible to apply for a maximum of $40,000 under the proposed funding model.

Ordinary Council Meeting

23 November 2026

Agenda Item No: 8.2

KINGSTON GRANTS PROGRAM - FUNDING RECOMMENDATIONS FOR ROUND 2 COMMUNITY BI-ANNUAL GRANTS 2026-27

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

Purpose of Report

The purpose of this report is to present the funding recommendations, as determined by the Kingston Grants Program Assessment Panel, for Round 2 of the 2026-27 Community Bi-annual Grants (Appendix 1).

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.

Kingston Grants Program Assessment Panel

The Kingston Grants Program Assessment Panel Terms of Reference have been established to guide the panel in their assessment of grants, including addressing any potential conflicts of interest that arise during the process:

> *The Local Government Act 2020 identifies material and general conflicts of interest which require disclosure as and when they arise. Panel members must be fully aware of their responsibilities with regard to the management of interests in relation to the discharge of their duties as Panel members.*
>
> *All Panel members will be required to complete a Conflict of Interest Declaration and Deed of Confidentiality.*
>
> *Conflict of Interest*
> - *Any matter deemed by a member to represent a Conflict of Interest shall be reported to the Chair prior to a meeting or before the specific item is discussed and dealt with in line with the Act and any relevant Council policies or guidelines.*
> - *The Panel will be a forum for discussing information and making recommendations that may impact the Kingston community.*

No Council officers or Kingston Grants Program Assessment Panel members who have assessed applications or made funding recommendations in relation to Round 2 of the 2026-27 Community Bi-annual Grants have declared a Conflict of Interest.

The Assessment Panel meeting was observed by a Probity Advisor (Manager Governance, Risk & Integrity), who noted:

> *"As Probity Advisor, I attended the Round 2 Community Bi-annual Grants Assessment Panel meeting on 23 September 2026, between 9.30am and 2:15pm. Further matters were managed via email correspondence with all panel members engaging and agreed outcomes reached.*

No conflicts of interest were declared.

The panel assessed 40 eligible applications. I observed a process that involved individual panel member scoring with comments against each application, followed by robust discussion of the merits of every application as a group panel, with criteria and budget thoroughly considered in forming recommendations for the award of grants.

The panel referred to the application contents, the Grants Policy and available budget throughout. The consideration of these factors ensured that the criteria and limitations were applied consistently.

All members of the panel were respectful and robust in discussion. Further, the panel identified areas where support could be provided to applicants, including engagement to direct some organisations to more suitable grant streams."

Councillor Declaration Regarding Conflicts of Interest

At the Council Meeting on 27 October 2025, Council resolved to:

Establish a declaration process for all Councillors regarding major grant streams (Community Bi-annual Grants, Operational & Partnership Grants (excluding Multicultural and Seniors category), and Community Festivals, Events & Creative Activities Grant) – declaring that Councillors with a Conflict of Interest have not engaged in lobbying/influencing other Councillors or officers, nor that other Councillors (without a Conflict of Interest) have been lobbied/influenced by a Councillor who has declared a Conflict of Interest.

Each time a major grant stream is presented to Council, Councillors will be asked to complete a declaration only in relation to the grant stream/s, and funding period (i.e. round 2, 2026-27) being considered at that Council Meeting. The declaration is not applied retrospectively or prospectively.

In relation to Round 2 of the 2026-27 Community Bi-annual Grants, Councillors were asked to declare that they have not engaged in, nor been subject to, lobbying or influence in circumstances where a Conflict of Interest exists. Councillor declarations were received from all Councillors except Cr White. Of the Councillors that completed the declaration, all declared that they had not engaged in, nor been subject to, lobbying or influence in circumstances where a Conflict of Interest exists. At the time of publishing this Agenda, no Conflicts of Interest had been declared. The Councillor declarations are presented at Appendix 2.

RECOMMENDATION

That Council approve the funding recommendations for Round 2 of the 2026–27 Community Bi-annual Grants, as determined by the Kingston Grants Program Assessment Panel.

1. Executive Summary

This report presents the funding recommendations, as determined by the Kingston Grants Program Assessment Panel, for Round 2 of the 2026-27 Community Bi-annual Grants (Appendix 1).

A total of 52 applications were received. Following an eligibility assessment, 12 applications were deemed ineligible, with the remaining 40 progressing to full assessment.

Assessment Process and Recommendations

The Kingston Grants Program Policy (Appendix 3) outlines the assessment and decision-making processes as follows:

- Community Bi-annual Grants will be assessed by the Kingston Grants Assessment Panel who make recommendations to Council for their authorisation by way of funding decision.
- Grant funding decisions are made by Council.
- Where funding decisions differ from the Assessment Panel recommendations, Council will provide their reasons for amending recommendations.

The Kingston Grants Program is also supported by the Kingston Grants Program – Community Bi-annual Grant Guidelines (Appendix 4).

The Kingston Grants Program Assessment Panel, comprising four senior officers (Acting Manager Open Space, Manager City Economy and Innovation, Manager Arts, Events and Libraries and Manager Inclusive Communities) and three community representatives, met on 23 September 2026. One community representative was an apology, with six Panel members participating in the assessment meeting to review, discuss and make funding recommendations for Round 2 of the 2026-27 Community Bi-annual Grants for Council's consideration. The Assessment Panel meeting was observed by a Probity Advisor (Manager Governance, Risk and Integrity) and supported by Grants officers and subject matter experts.

The Kingston Grants Program Assessment Panel recommends:

- Two applications receive full funding
- 24 applications receive partial funding
- 14 applications receive no funding.

The recommended total funding allocation for Round 2 of the 2026-27 Community Bi-annual Grants is $98,000.

There is a total of $200,000 allocated to both rounds of the Community Bi-annual Grants in the 2026-27 budget.

Table 1. Community Bi-annual Grants applications and recommendation summary

Grant	Adopted budget	Eligible applications received	Funding requested	Number of applications recommended for funding (full or partial)	Total funding recommended by Panel
Community Bi-annual (Round 2)	$200,000 for Rounds 1 & 2 (Round 1 allocation: $102,000)	40	$329,569	26	$98,000

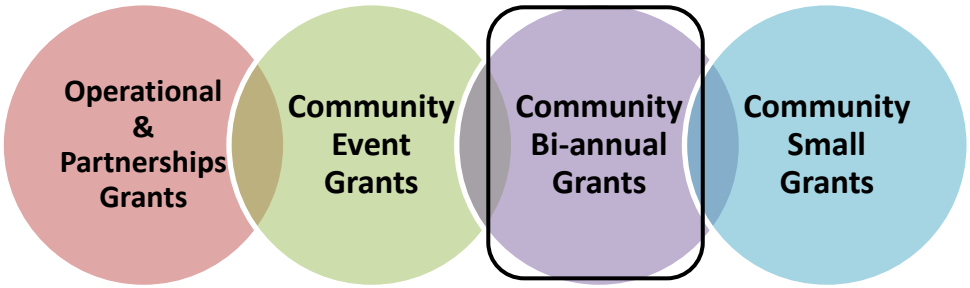
2. Background

2.1 Kingston Grants Program

The Kingston Grants Program supports organisations and community groups to deliver initiatives that benefit the Kingston community and advance Council's strategic priorities. Approximately $1.8 million is distributed annually across areas including health and wellbeing, arts and culture, sport and recreation, education, environment, and community development.

Introduced on 1 January 2024 and subsequently refined in 2025 and 2026, the Kingston Grants Program comprises four grant streams (outlined in Figure 1) and is administered by a dedicated central grants team. This report relates to the Community Bi-annual Grants stream.

Figure 1 - Kingston Grants Program funding streams



This report presents the funding recommendations for Round 2 of the Community Bi-annual Grants. The grant round and assessment process were conducted under Version 5 of the Kingston Grants Program Policy (see Appendix 3). The Policy has since been updated following further changes endorsed by Council.

2.1.1 Local Business Community Impact Category and Funding Priorities

At the Council Meeting on 27 April 2026, Council resolved to pilot the Local Business Community Impact category for 12 months, with a report on the findings to be provided to Council by December 2027. The category provides funding opportunities for for-profit businesses that have operated in Kingston for a minimum of 12 months to deliver activities that enhance community diversity and participation.

This is the first funding round to include the new category.

At the same Council meeting, Council also resolved to:

Endorse the proposed 2026-27 funding priorities for the Community Small Grants and Community Bi-annual Grants streams.

As part of the application process, applicants were asked to demonstrate alignment with the endorsed funding priorities:

- Initiatives that strengthen social connection and community wellbeing including activities aligned with Neighbour Day, World Mental Health Day, or Loneliness Awareness Week.
- Initiatives that promote mental health and wellbeing outcomes in the community.
- Family violence prevention initiatives designed and delivered by culturally diverse community groups for community.
- Capacity-building programs that strengthen leadership, governance, and administrative skills within community organisations and trader associations.
- Programs or events that recognise days of cultural significance such as Australia Day or Lunar New Year.
- Activities that use art as an avenue to connect with community.
- Climate action and resilience education initiatives.
- Support for integrating sustainability and waste management practices into community events or activities.

- Volunteer engagement and succession planning initiatives that support the sustainability of community groups.

Alignment with the funding priorities formed part of the assessment of each application.

2.2 Kingston Grants Program Promotion

Round 2 of the 2026-27 Community Bi-annual Grants was open for applications from 22 June to 19 July 2026.

- The Kingston Grants Program was widely promoted via the following Council avenues:
    - Kingston Council website – 1,051 page views and 488 clicks on specific grants page within the accordion menu (22 June – 19 July)
    - Social media – Facebook & Instagram organic posts
        - Post 1 – 22 June: Views / impressions: 3,532; reach: 2,241; engagements: 21; link clicks: 23
        - Post 2 – 7 July: Views / impressions: 2,159; reach: 1,257; engagements: 9; link clicks: 5
    - Kingston News article (e-newsletter) – sent to 3,021 recipients (26 June)
    - Other newsletters - sent to 2210 recipients (June editions)
    - Mailchimp mailout 1 – sent to 425 recipients in Community Grants database and 2587 recipients in Business database (22 June)
    - Mailchimp mailout 2 – sent to 425 recipients in Community Grants database (10 July)
    - Kingston Business e-News article – sent to 6,062 recipients (15 July)
    - Digital screen promotion at Council sites (June / July)
    - Posters – distributed via Hubs, Libraries and Community Centres
    - Knet / Pinboard article – promoted to 1,200 Council staff members (25 June)

2.3 Assessment Process

Four steps guided the assessment of grant applications against the criteria outlined in the Kingston Grants Program Policy (Appendix 3) and Community Bi-annual Grant Guidelines (Appendix 4):

1. Compliance and eligibility checks conducted by grants officers.
2. Application review by staff with relevant subject matter expertise across the organisation.
3. Application review by Kingston Grants Program Assessment Panel members, recording of individual assessment comments, scores and funding recommendations.
4. Convening a meeting of the Kingston Grants Program Assessment Panel to discuss each application and make a collective recommendation for Council's consideration and decision.

The membership of the Kingston Grants Program Assessment Panel consists of four senior officers (Acting Manager Open Space, Manager City Economy and Innovation, Manager Arts, Events and Libraries and Manager Inclusive Communities) and three community representatives. One community representative was an apology for the panel assessment meeting.

The Assessment Panel met on 23 September 2026 to review, discuss and make funding recommendations for Round 2 of the 2026-27 Community Bi-annual Grants, for Council's consideration. The meeting was observed by a Probity Advisor (Manager Governance, Risk and Integrity) and supported by grants officers. Subject matter experts attended the assessment of relevant applications to answer Panel members' questions.

2.3.1 Assessment Criteria

As outlined in the Community Bi-annual Grant Guidelines (Appendix 4), the Assessment Panel considered each application against the endorsed funding priorities and the assessment criteria, which relate to:

- Community Need & Benefit
- Activity Description
- Clear Activity Plan
- Alignment to Council & Wellbeing Plan
- Budget
- Organisation's Financials

2.4 Councillor Opportunity to Seek Further Information on Recommendations

At the Council Meeting on 27 October 2025, Council also resolved to:

Establish a process to provide Councillors, via a briefing session, the opportunity to seek further information on recommendations.

To give effect to this resolution, Councillors were given the opportunity to submit questions to the General Manager Community Strengthening between October 19 and 30, cc'ing all Councillors. Two questions were received, with responses provided to all Councillors via cNet.

2.5 Councillor Declaration

At the Council Meeting on 27 October 2025, Council resolved to:

Establish a declaration process for all Councillors regarding major grant streams (Community Bi-annual Grants, Operational & Partnership Grants (excluding Multicultural and Seniors category), and Community Festivals, Events & Creative Activities Grant) – declaring that Councillors with a Conflict of Interest have not engaged in lobbying/influencing other Councillors or officers, nor that other Councillors (without a Conflict of Interest) have been lobbied/influenced by a Councillor who has declared a Conflict of Interest.

This declaration forms part of Council's integrity framework for major grant streams including the Community Bi-annual Grants.

In relation to Round 2 of the 2026-27 Community Bi-annual Grants, Councillors were asked to declare that they have not engaged in, nor been subject to, lobbying or influence in circumstances where a Conflict of Interest exists. Councillor declarations were received from all Councillors except Cr White. Of the Councillors that completed the declaration, all declared that they had not engaged in, nor been subject to, lobbying or influence in circumstances where a Conflict of Interest exists. At the time of publishing this Agenda, no Conflicts of Interest had been declared. The Councillor declarations are presented at Appendix 2.

3. Discussion

3.1 Community Bi-annual Grant

Community Bi-annual grants support new or once-off activities that align with Council's strategic priorities and are located in Kingston. The program is open for applications twice a year, with each recipient eligible to receive only one grant annually.

Funding categories include:

- Community Projects & Programs - Funding is available for projects and programs that enable not-for-profit organisations and community groups to strengthen the social fabric of Kingston. Equipment may be included as part of a broader project or program; however, applications solely for the purchase of equipment will not be accepted.
- Small Community Events - These grants provide support for smaller-scale events that connect, strengthen, and celebrate Kingston's diverse community. Examples include small performing arts, community festivals, competitions or cultural and religious celebrations such as NAIDOC Week, Australia Day, Chinese New Year, Diwali, Eid al-Fitr, or Hanukkah. Council will not provide funding for events associated with religious worship, congregation, secular promotion, protest, or campaigns.
- Minor Capital Works – These grants help pay for small improvements to community buildings or outdoor spaces in Kingston. They can also help with buying and installing energy-efficient appliances or equipment, such as small repairs or upgrades, or energy-saving appliances or equipment that need installation.
- Arts Projects & Programs - These grants provide support for artists seeking to create and present arts activities in Kingston, such as performances, exhibitions, or other creative initiatives.
- Local Business Community Impact - These grants provide support to for-profit businesses that have operated in Kingston for a minimum of 12 months to deliver activities that enhance community diversity and participation.

3.2 Recommendations for Round 2 of the 2026-27 Community Bi-annual Grants

Round 2 of the 2026-27 Community Bi-annual Grants received a total 52 applications. Of these, 12 were deemed ineligible, and 40 were assessed as eligible.

Of the eligible applications:

- Two are recommended for full funding
- 24 are recommended for partial funding
- 14 are not recommended for funding.

The funding recommendations of the Kingston Grants Program Assessment Panel are detailed in Appendix 1.

A total of $200,000 was allocated to both rounds of the Community Bi-annual Grants Stream in the 2026-27 budget. Following the allocation of $102,000 in Round 1, $98,000 remained available for Round 2. Round 2 attracted funding requests totalling $329,569. The Assessment Panel has therefore recommended allocating the remaining $98,000 available under the program.

Grant applications were made available to Councillors via cNet to support their role as decision makers.

Pending Council's decision, unsuccessful applicants will be provided with feedback and may re-apply in future funding rounds. The next round of the 2027-28 Community Bi-annual Grants will open for four weeks in early 2027, with the funding recommendations to be presented to the Council Meeting in June 2027.

3.3 Partial Funding

Historically, the Assessment Panel recommends a combination of full funding, partial funding or no funding. Given the total amount of funding requested, the Assessment Panel sought to maximise the impact of available resources and support a larger number of projects through partial funding.

Partial funding provides support to applicants while also encouraging applicants to seek additional funding from other sources, fostering a more sustainable and diversified financial base for their projects. Partial funding may also encourage collaboration amongst local community organisations and groups.

3.4 Multiple Grant Streams

The Kingston Grants Program accepts applications from the same applicant in multiple grant streams, but the applicant cannot be funded for the same activity in multiple grant streams.

4. Consultation

4.1 Internal Consultation

Internal consultation has occurred in the grant assessment process with the following teams/departments:

- Active Kingston
- Advocacy, Community and Engagement
- Arts, Events and Libraries
- Environmental Planning
- Family Services
- Finance
- Inclusive Communities
- Infrastructure
- Kingston Business
- Open Space
- Property Services

5. Compliance Checklist

5.1 Council & Wellbeing Plan Alignment

Strategic Direction: Healthy and Connected - We are a healthy, inclusive and accessible community, where social connections thrive and everyone feels supported and safe.

The Kingston Grants Program provides grant funds to organisations, groups, artists and businesses to enable activities and services that help deliver against the Council and Wellbeing Plan.

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

Table 2 provides a summary of Round 2 of the 2026-27 Community Bi-annual Grants.

Table 2: Community Bi-annual Grants funding summary

Grant stream	Grant stream Round 2 budget	Funding requested	Total funding recommended
Community Bi-annual (Round 2, 2026-27)	$98,000	$329,569	$98,000

Following the allocation of $102,000 in Round 1, $98,000 remained available for Round 2 of the 2026-27 Community Bi-annual Grants. Applications requesting a total of $329,569 were received, with funding recommendations totalling $98,000, consistent with the available budget.

Unsuccessful applicants will be provided feedback and are eligible to re-apply for future funding. Applications to the Kingston Grants Program are assessed by the Assessment Panel against the program guidelines, funding priorities and available budget.

5.4 Risk considerations

The Kingston Grants Program and Kingston Grants Program Policy and stream-based Guidelines address 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 - Fraud Control over Local Government Grants.

Councillors were asked to complete a declaration that they have not engaged in, nor been subject to, lobbying or influence in circumstances where a Conflict of Interest exists, relating to the applications being considered as part of this report: *Kingston Grants Program – Funding Recommendations for Round 2 Community Bi-annual Grants 2026-27*. The declaration is not applied retrospectively or prospectively. Councillor declarations are provided as Appendix 2.

Appendices

Appendix 1 - 2026-27 Community Bi-annual Grants - Round 2 - Assessment Panel Recommendations (Ref 26/276755)

Appendix 2 - Councillor Declarations - Community Bi-annual Grants 2026-27 Round 2 (Ref 26/329717)

Appendix 3 - Kingston Grants Program Policy - Version 5 (Ref 26/170680)

Appendix 4 - Kingston Grants Program - Community Bi-annual Grant Guidelines - 2026-27 (Ref 26/120569)

Author/s:	Gillian Turnbull, Coordinator Community Capacity
	Rachael Hurley, Community Grants Officer
Reviewed and Approved By:	Trent Carpenter, Team Leader Community Capacity and Partnerships
	Susan Quach, Manager Inclusive Communities
	Kate Waters, General Manager Community Strengthening

8.2

KINGSTON GRANTS PROGRAM - FUNDING RECOMMENDATIONS FOR ROUND 2 COMMUNITY BI-ANNUAL GRANTS 2026-27

1 2026-27 Community Bi-annual Grants - Round 2 - Assessment Panel Recommendations 119

2 Councillor Declarations - Community Bi-annual Grants 2026-27 Round 2 131

3 Kingston Grants Program Policy - Version 5 161

4 Kingston Grants Program - Community Bi-annual Grant Guidelines - 2026-27 179

Kingston Grants Program - 2026/27 Community Bi-annual Grants - Round 2
Funding Recommendations

Score out of 100	Applicant	Description	Category	Panel Comments	Deliverable with partial funding (Y/N)	Funding Requested	Recommended by Panel
81	**Mentone Scouts**	Installation of heating and cooling systems	Minor Capital Works	Full funding is recommended. The Panel recognised the importance of improving the comfort and usability of a community facility used by local young people and volunteers throughout the year. The project demonstrated a clear need, strong organisational commitment and a significant contribution from the group toward the overall project. The activity provides an enduring benefit to a Council-owned community asset and aligns with the objectives of the Minor Capital Works category.	Y	$3,500	$3,500
82	**The Salvation Army (Victoria) Property Trust**	Kitchen Upgrade at Dingley Village site	Minor Capital Works	Partial funding is recommended. The Panel recognised the importance of the kitchen upgrade in supporting food relief activities and community wellbeing outcomes for a broad range of Kingston residents. The project demonstrates a clear community benefit, strong alignment with identified community need, and will improve the organisation's capacity to continue delivering essential services. As the applicant is required to co-fund 1:1, the Panel recommends funding of up to 50% of the total project cost.	Y	$8,881	$4,441
80	**Road Safety Education Limited**	Ryda road safety education for young drivers and passengers from two Kingston schools	Community Projects & Programs	Partial funding is recommended. The Panel recognised the strong community benefit of providing evidence-based road safety education for young people and the demonstrated need identified by local schools. The program aligns with community wellbeing outcomes and supports safer decision-making for future drivers and passengers.	Y	$7,000	$4,000

Score out of 100	Applicant	Description	Category	Panel Comments	Deliverable with partial funding (Y/N)	Funding Requested	Recommended by Panel
77	**Triumph of Good Inc**	Community singing and wellbeing for the elderly, CALD, and socially isolated people	Community Projects & Programs	Partial funding is recommended. The Panel recognised the demonstrated success of previous programs and the positive social connection and wellbeing outcomes achieved through participation in community singing activities. The application presented a clear delivery plan, evidence of participant benefit and alignment with Council priorities relating to social inclusion and mental wellbeing.	Y	$5,423	$3,000
76	**Evolve Community Hub Limited**	Finding Ground: Art Therapy for Displaced Ukrainian Women	Community Projects & Programs	Partial funding is recommended. The Panel supported the project's focus on improving mental health and wellbeing outcomes for a vulnerable and socially isolated cohort through a structured art therapy program. The application demonstrated a clear activity plan, evidence of successful pilot delivery and strong alignment with the Council & Wellbeing Plan.	Y	$7,620	$5,500
76	**Chelsea & District Basketball Association**	All abilities basketball and canteen program	Community Projects & Programs	Partial funding is recommended. The Panel recognised the strong community benefit of providing inclusive sporting and skill development opportunities for people with disability. The application demonstrated organisational capacity, a clear delivery plan and meaningful outcomes relating to participation, confidence, inclusion and community connection.	Y	$10,000	$5,000
76	**LOTS Theatre Inc**	Legends of the Skies Series during seniors month October 2027, Moorabbin Air Museum	Small Community Events	Partial funding is recommended. The Panel recognised the project's long-standing contribution to Kingston through arts participation, intergenerational engagement and the celebration of local aviation history. The application demonstrated clear community benefit and strong organisational capacity to deliver the activity.	Y	$8,800	$8,000

Score out of 100	Applicant	Description	Category	Panel Comments	Deliverable with partial funding (Y/N)	Funding Requested	Recommended by Panel
75	**Omega Cricket Club**	Comprehensive clinical and cultural wellbeing initiative	Community Projects & Programs	Partial funding is recommended. The Panel recognised the organisation's commitment to strengthening mental health awareness, wellbeing and safety within the sporting club environment. The proposed initiative demonstrates community benefit through education, leadership development and increased capacity to support participant wellbeing. The recommended funding supports a key component of the proposed initiative that aligns strongly with the identified community need.	Y	$6,370	$1,770
75	**Mentone Public Library**	Kingston Lives - biographical portrait in words and images of Kingston's citizens	Arts Projects & Programs	Partial funding is recommended. The Panel supported the project's focus on preserving and sharing local stories while building community connection through creative participation. The application demonstrated organisational capacity, a clear project vision and meaningful benefits for local participants.	Y	$9,996	$4,000
74	**Beata Heymann (Auspiced by Fitzroy Learning Network)**	Meditative Musical Performance - Kingston Arts Centre	Arts Projects & Programs	Partial funding is recommended. The Panel considered the project is an innovative use of arts and wellbeing activities to strengthen social connection and support mental wellbeing outcomes. The application demonstrated strong alignment with the funding priorities and identified experienced facilitators and delivery partners.	Y	$10,000	$6,500
74	**Clarinda Tennis Club**	Installation of accessible seating	Minor Capital Works	Full funding is recommended. The Panel supported the project's focus on improving accessibility and inclusion for people who use wheelchairs and other members of the tennis community. The proposed seating will enhance participation, social connection and equitable access to club facilities. The project represents strong value, aligns with the objectives of the Minor Capital Works category and provides a lasting community benefit.	Y	$1,882	$1,882

Score out of 100	Applicant	Description	Category	Panel Comments	Deliverable with partial funding (Y/N)	Funding Requested	Recommended by Panel
74	**Chelsea Football Club (Soccer)**	Chelsea football club player wellbeing, connection and team culture program	Community Projects & Programs	Partial funding is recommended. The Panel supported the club's proactive approach to promoting mental health, wellbeing and positive culture among young participants. The application demonstrated strong alignment with the Council & Wellbeing Plan and identified clear benefits for social connection, resilience and participant wellbeing within the club environment.	Y	$7,150	$3,500
74	**Kathryn Watt (Auspiced by Women Veterans Network Australia)**	Professional portraits and personal stories of women veterans exhibition	Arts Projects & Programs	Partial funding is recommended. The Panel recognised the project's value in promoting social connection, community awareness and recognition of women veterans through storytelling and exhibition activities. The application demonstrated strong planning, clear community benefit and a well-considered delivery approach.	Y	$10,000	$5,161
73	**Rotary Club of Mordialloc Mentone**	Gnome & Fairy Festival, 21/3/2027, Governor Rd Mordialloc	Small Community Events	Partial funding is recommended. The Panel acknowledged the event's strong history of community participation and its contribution to social connection, family engagement and local community activation. The activity demonstrates significant reach and aligns with the objectives of strengthening community wellbeing through inclusive and accessible events.	Y	$10,000	$5,000
73	**Australian Skateboarding Federation**	Kingston Shred - free community skateboarding sessions	Community Projects & Programs	Partial funding is recommended. The Panel supported the delivery of free and inclusive skateboarding sessions that encourage physical activity, social connection and participation among young people. The project makes effective use of existing community infrastructure and demonstrates strong alignment with the objective of creating healthy and connected communities.	Y	$5,000	$3,300
72	**Oot and Aboot Outdoors Ltd**	Pride in the park outdoor cinema and community event, Peter Scullin Reserve	Community Projects & Programs	Partial funding is recommended. The Panel recognised the project as a unique opportunity to strengthen social connection and wellbeing for LGBTQIA+ community members through an inclusive and welcoming community event. The application demonstrated a clear community need and addressed a cohort that can experience barriers to participation and social isolation.	Y	$6,745	$3,000

Score out of 100	Applicant	Description	Category	Panel Comments	Deliverable with partial funding (Y/N)	Funding Requested	Recommended by Panel
72	**Mum Walk Ltd**	Loneliness awareness week flagship event	Community Projects & Programs	Partial funding is recommended in recognition of the project's community wellbeing and social connection outcomes. The Panel considered the initiative valuable but noted opportunities to reduce event costs and that the organisation is well established and able to leverage other sources of support.	Y	$10,000	$2,500
71	**Parkdale Traders Association Inc**	Parkdale Village Easter Extravaganza, 20/3/2027, Como Pde, Parkdale	Small Community Events	Partial funding is recommended. The Panel recognised the success of the inaugural event and its contribution to strengthening community connection, activating the local activity centre and supporting local businesses. The application demonstrated positive community outcomes and the potential to attract visitors to the precinct. The Panel considered that a partial contribution was appropriate given the demonstrated community benefit and available budget.	N	$8,000	$5,646
71	**The NCJW (Victoria) Social Support Trust**	Caring Mums in Kingston: Recruiting and training the 2027 volunteer cohort	Community Projects & Programs	Partial funding is recommended. The Panel supported the project's focus on volunteer recruitment, training and succession planning to strengthen support services available to mothers experiencing social isolation and other challenges. The application demonstrated clear community need, organisational capacity and positive outcomes for Kingston families.	Y	$10,000	$4,000
69	**FoodFilled Inc**	Growing local food rescue through community volunteering	Community Projects & Programs	Partial funding is recommended in recognition of the organisation's role in supporting local food relief services and strengthening volunteer participation. The Panel acknowledged the value of the project while noting the applicant's established networks and strong organisational capability, supporting delivery with a smaller funding contribution.	Y	$9,823	$2,000

Score out of 100	Applicant	Description	Category	Panel Comments	Deliverable with partial funding (Y/N)	Funding Requested	Recommended by Panel
68	**Victorian Skateboard Association (VSA)**	Developing Kingston's Skate Ecosystem, building on the 2025-26 project	Community Projects & Programs	Partial funding is recommended. The Panel recognised the project's capacity to activate local skate parks, encourage participation and strengthen community connections through accessible recreational opportunities. The application demonstrated previous success in Kingston and the potential to engage a broad range of young people and families.	Y	$9,200	$4,600
66	**NTTF Alumni Association of Victoria**	35th Annual Stage Show annual cultural event, 1/5/2027, St Louis de Montfort, Aspendale	Small Community Events	Partial funding is recommended. The Panel acknowledged the event's role in celebrating cultural diversity, maintaining community connections and providing social and cultural benefits for participants. The organisation demonstrated an established history of successfully delivering the event and identified multiple opportunities for community participation.	Y	$4,000	$2,000
64	**C Care Inc**	Food security for disadvantaged CALD senior households in Kingston	Community Projects & Programs	Partial funding is recommended. The Panel acknowledged the increasing demand for food relief services and the organisation's support for culturally diverse older residents experiencing food insecurity. The project demonstrated community benefit through the provision of culturally appropriate food support and wellbeing check-ins for vulnerable households.	Y	$10,000	$2,000
63	**Aspendale Gardens Community Service**	Installation of promotional signage and screens	Minor Capital Works	Partial funding is recommended. The Panel recognised the potential for improved external signage to increase the centre's visibility and improve community awareness of and access to local programs and services. The Panel considered a contribution towards one external sign to be a practical use of the available funding. However, further project planning detail and supporting information would have strengthened the application and provided greater confidence in the project's scope, implementation and expected outcomes.	Y	$10,000	$3,000

Score out of 100	Applicant	Description	Category	Panel Comments	Deliverable with partial funding (Y/N)	Funding Requested	Recommended by Panel
63	**Zee Cheng Khor Moral Uplifting Society Inc**	Celebrating multiculturalism, 13/2/2027, Audsley St, Clayton South	Small Community Events	Partial funding is recommended. The Panel recognised the event's contribution to celebrating cultural diversity, fostering social connection and bringing together people from different cultural and faith backgrounds. The organisation demonstrated experience delivering similar community events and providing inclusive participation opportunities.	Y	$6,500	$2,200
61	**Digiwhiz Pty Ltd**	Innovative digital solutions for 10 community organisations, customised to specific needs	Local Business Community Impact	Partial funding is recommended. The Panel recognised the potential community benefit of strengthening leadership, governance and administrative capability within community organisations through digital and emerging technology solutions. The proposal responds to an identified need and presents an innovative approach to building organisational capacity, although additional planning regarding participant selection and project governance was considered necessary. As a new initiative, the Panel considered it appropriate to support the project at a reduced level to enable the organisation to test and refine the approach.	Y	$10,000	$2,500
58	**Acacia Avenue Pre-School Assoc Inc**	Installation of four storage cabinets with 20 storage tubs	Minor Capital Works	No funding is recommended. The Panel acknowledged the quality of the application, the applicant's demonstrated capacity to deliver the project, and the potential operational benefits of additional storage infrastructure in response to growing demand for kindergarten services. However, when assessed against the annual funding priorities and other applications demonstrating more direct and immediate community outcomes, the project was considered a lower priority. As a result, the Panel did not consider the activity a priority for support within the limits of the available funding.	Y	$9,950	$0

Score out of 100	Applicant	Description	Category	Panel Comments	Deliverable with partial funding (Y/N)	Funding Requested	Recommended by Panel
58	**Tigers Netball Club Inc.**	Young volunteer coaches leadership, communication and wellbeing development program	Community Projects & Programs	No funding is recommended. The Panel recognised the value of supporting young volunteers through leadership and skills development opportunities. However, concerns were raised regarding the level of benefit to Kingston residents, the location of the club outside Kingston, and the overall value for money of the proposed activity. The Panel did not consider the activity to be a priority within the limits of available funding.	Y	$10,000	$0
58	**Our Village Inc**	Rehoming quality pre-loved baby / children's essentials to vulnerable families in Kingston	Community Projects & Programs	No funding is recommended. The Panel acknowledged the valuable support the organisation provides to families experiencing hardship and recognised the broader community need for essential goods and services. However, concerns were raised regarding the demonstrated benefit to Kingston residents, existing service connections within Kingston, and the suitability of grant funding for the proposed expenditure. The Panel did not consider the activity to be a priority within the limits of available funding.	Y	$10,000	$0
57	**Daniella Hogarth (Auspiced by Auspicious Arts Projects)**	Community arts program exploring beaches, bushland, birds and trees within Kingston	Arts Projects & Programs	No funding is recommended. While the project sought to connect community members through arts and nature-based experiences, the Panel identified concerns regarding value for money, limited participation numbers and insufficient detail regarding accessibility and delivery. The application would benefit from further development to strengthen the activity plan and supporting budget information.	Y	$10,000	$0
57	**Mercy Place Mentone**	Sing for strength: Voice and wellbeing choir at Mercy Place Mentone	Community Projects & Programs	No funding is recommended. The Panel acknowledged the potential wellbeing benefits of the proposed choir program for participants. However, the activity was designed primarily for residents of a single facility and was considered to have limited broader community reach and benefit compared with other applications. The Panel did not consider the activity to be a priority within the limits of available funding.	Y	$10,000	$0

Score out of 100	Applicant	Description	Category	Panel Comments	Deliverable with partial funding (Y/N)	Funding Requested	Recommended by Panel
57	**Mordialloc Neighbourhood House**	Mordi beach volleyball - Free community recreation program to bring local residents together	Community Projects & Programs	No funding is recommended. The Panel supported the intention to activate community space and encourage social connection through recreation; however, concerns were raised regarding the clarity of the activity plan, value for money and the long-term sustainability of the proposal. The application would benefit from further development, including a stronger implementation strategy and clearer justification for the proposed expenditure. Applicant indicated they could not deliver without full funding.	N	$7,000	$0
57	**SecondBite**	Kingston health, nutrition and food security study - place based research across Kingston	Community Projects & Programs	No funding is recommended. The Panel recognised the importance of food security and the value of research in understanding community needs. However, the application did not clearly demonstrate how the research findings would translate into direct community outcomes or benefits for Kingston residents. The Panel did not consider the activity to be a priority within the limits of available funding.	N	$10,000	$0
56	**Get Started Disability Support Australia Ltd**	Get started disability and beyond program	Community Projects & Programs	No funding is recommended. The Panel acknowledged the importance of supporting people recently diagnosed with disability to build social connections and access information. However, concerns were raised regarding the proposed delivery model, project readiness and the ability to demonstrate how participants would be identified and engaged. Applicant indicated they could not deliver without full funding.	N	$10,000	$0
55	**Jarrod Grech (Auspiced by Auspicious Arts Projects)**	Kingston street art tour and creative workshop	Arts Projects & Programs	No funding is recommended. The Panel acknowledged the potential community benefit of activating Kingston's street art assets through guided tours and creative workshops. However, concerns were raised regarding the clarity of the activity plan, project logistics, venue arrangements and supporting budget information, making it difficult to assess the project's readiness for delivery. The Panel considered the application would benefit from further development before funding could be supported.	Y	$10,000	$0

Score out of 100	Applicant	Description	Category	Panel Comments	Deliverable with partial funding (Y/N)	Funding Requested	Recommended by Panel
55	**Victoria Mantynen (Auspiced by Auspicious Arts Projects)**	Sincerely Yours - musical events for seniors and information on local services	Arts Projects & Programs	No funding is recommended. The Panel acknowledged the positive social connection outcomes associated with the proposed musical events for older residents and noted previous successful delivery of similar activities. However, concerns were raised regarding the high cost of delivery, overlap with other available community activities and the inability to accommodate full funding within the available budget. Applicant indicated they could not deliver without full funding.	N	$10,000	$0
55	**Womens Spirit Project trading as the Motivation Project Ltd**	Mindfulness & movement circles building women's confidence and wellbeing	Community Projects & Programs	No funding is recommended. The Panel recognised the positive wellbeing outcomes achieved through the organisation's work supporting women who have experienced trauma and social isolation. However, the organisation already receives substantial support through another funding stream and the Panel was not satisfied that sufficient additional benefit to Kingston residents had been demonstrated through this proposal. The Panel did not consider the activity to be a priority within the limits of available funding.	Y	$10,000	$0
54	**Tide and Times Alliance Inc**	Distribution of free elder rights booklets promoting safety, dignity and abuse prevention	Community Projects & Programs	No funding is recommended. The Panel acknowledged the importance of raising awareness of elder abuse and promoting the safety and wellbeing of older people. However, similar information and resources are already widely available through established organisations and existing initiatives, and the Panel was not satisfied that the application demonstrated a clear need for the proposed resource. The Panel did not consider the activity to be a priority within the limits of available funding.	N	$8,979	$0

Score out of 100	Applicant	Description	Category	Panel Comments	Deliverable with partial funding (Y/N)	Funding Requested	Recommended by Panel
54	**LiveSafe Education Pty Ltd (trading as Krav Maga Australia)**	Open day to support people who have experienced family violence and women	Local Business Community Impact	No funding is recommended. The Panel acknowledged the intention to support community wellbeing and personal safety through the proposed activity. However, concerns were raised regarding the appropriateness of the proposed approach for people who have experienced family violence and the absence of support from specialist organisations operating in this area. The Panel did not consider the activity to be a priority within the limits of available funding.	Y	$5,250	$0
50	**Kondia Limnos Senior Citizens Club**	Father's Day golden years gathering for the community, 1/9/2027, Morris Moor	Small Community Events	No funding is recommended. The Panel acknowledged the social connection and wellbeing benefits of the proposed gathering for older community members. However, the activity was considered consistent with the organisation's regular community engagement activities and, when assessed against other applications, demonstrated a more limited broader community benefit. Within the available funding, the application was therefore not prioritised for funding.	Y	$2,500	$0
						$329,569	**$98,000**

Key	
	Full funding recommended
	Partial funding recommended
	Not recommended for funding

Councillor Declaration – Major Grant Streams

Submitted on	9 November 2026, 8:59PM
Receipt number	36
Related form version	7

Purpose

To ensure transparency and integrity in the assessment and decision-making processes for major Kingston Grants Program streams by requiring Councillors to declare that they have not engaged in, nor been subject to, lobbying or influence in circumstances where a Conflict of Interest exists.

Background

At the 27 October 2025 Council Meeting, Council resolved to:
Establish a declaration process for all Councillors regarding major grant streams (Community Bi-Annual Grants, Operational & Partnership Grants (excluding Multicultural and Seniors category), and Community Festivals, Events & Creative Activities Grant) – declaring that Councillors with a Conflict of Interest have not engaged in lobbying/influencing other Councillors or officers, nor that other Councillors (without a Conflict of Interest) have been lobbied/influenced by a Councillor who has declared a Conflict of Interest.

Declaration

This declaration form applies to the following major grant streams:	Community Bi-annual Grants – Round 2, 2026/27

This major grants stream is being presented to the Council Meeting on 14 December 2026.

Community Bi-annual Grants - Round 1

Have you declared a conflict of interest?	
Nature of conflict	
Have you been lobbied (or lobbied others)?	
If you have been lobbied or lobbied others in relation to a grant application, provide details and the name of grant application involved	

Community Bi-annual Grants - Round 2

Have you declared a conflict of interest?	No

Nature of conflict	
Have you been lobbied (or lobbied others)?	No
If you have been lobbied or lobbied others in relation to a grant application, provide details and the name of grant application involved	

Operational & Partnership Grants - Year 3

Have you declared a conflict of interest?	
Nature of conflict	
Have you been lobbied (or lobbied others)?	
If you have been lobbied or lobbied others in relation to a grant application, provide details and the name of grant application involved	

Community Festivals, Events & Creative Activities Grants – Year 3

Have you declared a conflict of interest?	
Nature of conflict	
Have you been lobbied (or lobbied others)?	
If you have been lobbied or lobbied others in relation to a grant application, provide details and the name of grant application involved	

Obligations and acknowledgements

Cr given name	Kirralee
Cr family name	Ashworth-Collett
Cr email address	Kirralee.Ashworth-Collett@kingston.vic.gov.au
I, Cr Kirralee Ashworth-Collett, declare that:	
	I have read and understood my obligations under the Local Government Act 2020, Council's Governance Rules, and Model Councillor Code of Conduct regarding Conflict of Interest and improper influence.

I acknowledge the resolution of Council on 27 October 2025 requiring a declaration that Councillors with a Conflict of Interest have not engaged in lobbying/influencing other Councillors or officers, nor that other Councillors (without a Conflict of Interest) have been lobbied/influenced by a Councillor who has declared a Conflict of Interest.

Reporting a Breach

Any breaches to this declaration will be presented to the Mayor and Chief Executive Officer for further investigation.
If a Councillor becomes aware of a breach, or believe they may have breached the terms of this declaration, they should report it to the Mayor or CEO.

Please note

- This declaration must be completed prior to any Council meeting where funding recommendations for major grant streams are considered.
- Completed Declarations will be attached to Council reports relating to decision-making for the Major Grants Streams, and any Councillors who have not completed the Declaration will be noted in the report.

In relation to the selected grant stream(s), I declare the responses provided to be true.

Signature Name of signatory: Kirralee Ashworth-Collett



Uploaded signature image: KA-C sign.jpg

Councillor Declaration – Major Grant Streams

Submitted on	9 November 2026, 9:08PM
Receipt number	37
Related form version	7

Purpose

To ensure transparency and integrity in the assessment and decision-making processes for major Kingston Grants Program streams by requiring Councillors to declare that they have not engaged in, nor been subject to, lobbying or influence in circumstances where a Conflict of Interest exists.

Background

At the 27 October 2025 Council Meeting, Council resolved to:
Establish a declaration process for all Councillors regarding major grant streams (Community Bi-Annual Grants, Operational & Partnership Grants (excluding Multicultural and Seniors category), and Community Festivals, Events & Creative Activities Grant) – declaring that Councillors with a Conflict of Interest have not engaged in lobbying/influencing other Councillors or officers, nor that other Councillors (without a Conflict of Interest) have been lobbied/influenced by a Councillor who has declared a Conflict of Interest.

Declaration

This declaration form applies to the following major grant streams:	Community Bi-annual Grants – Round 2, 2026/27

This major grants stream is being presented to the Council Meeting on 14 December 2026.

Community Bi-annual Grants - Round 1

Have you declared a conflict of interest?	
Nature of conflict	
Have you been lobbied (or lobbied others)?	
If you have been lobbied or lobbied others in relation to a grant application, provide details and the name of grant application involved	

Community Bi-annual Grants - Round 2

Have you declared a conflict of interest?	No

Nature of conflict	
Have you been lobbied (or lobbied others)?	No
If you have been lobbied or lobbied others in relation to a grant application, provide details and the name of grant application involved	

Operational & Partnership Grants - Year 3

Have you declared a conflict of interest?	
Nature of conflict	
Have you been lobbied (or lobbied others)?	
If you have been lobbied or lobbied others in relation to a grant application, provide details and the name of grant application involved	

Community Festivals, Events & Creative Activities Grants – Year 3

Have you declared a conflict of interest?	
Nature of conflict	
Have you been lobbied (or lobbied others)?	
If you have been lobbied or lobbied others in relation to a grant application, provide details and the name of grant application involved	

Obligations and acknowledgements

Cr given name	Tony
Cr family name	Athanasopoulos
Cr email address	Tony.A@kingston.vic.gov.au
I, Cr Tony Athanasopoulos, declare that:	
	I have read and understood my obligations under the Local Government Act 2020, Council's Governance Rules, and Model Councillor Code of Conduct regarding Conflict of Interest and improper influence.

I acknowledge the resolution of Council on 27 October 2025 requiring a declaration that Councillors with a Conflict of Interest have not engaged in lobbying/influencing other Councillors or officers, nor that other Councillors (without a Conflict of Interest) have been lobbied/influenced by a Councillor who has declared a Conflict of Interest.

Reporting a Breach

Any breaches to this declaration will be presented to the Mayor and Chief Executive Officer for further investigation.
If a Councillor becomes aware of a breach, or believe they may have breached the terms of this declaration, they should report it to the Mayor or CEO.

Please note

- This declaration must be completed prior to any Council meeting where funding recommendations for major grant streams are considered.
- Completed Declarations will be attached to Council reports relating to decision-making for the Major Grants Streams, and any Councillors who have not completed the Declaration will be noted in the report.

In relation to the selected grant stream(s),

Signature

Name of signatory: Tony Athanasopoulos



Link to signature

Councillor Declaration – Major Grant Streams

Submitted on	10 November 2026, 7:19AM
Receipt number	38
Related form version	7

Purpose

To ensure transparency and integrity in the assessment and decision-making processes for major Kingston Grants Program streams by requiring Councillors to declare that they have not engaged in, nor been subject to, lobbying or influence in circumstances where a Conflict of Interest exists.

Background

At the 27 October 2025 Council Meeting, Council resolved to:
Establish a declaration process for all Councillors regarding major grant streams (Community Bi-Annual Grants, Operational & Partnership Grants (excluding Multicultural and Seniors category), and Community Festivals, Events & Creative Activities Grant) – declaring that Councillors with a Conflict of Interest have not engaged in lobbying/influencing other Councillors or officers, nor that other Councillors (without a Conflict of Interest) have been lobbied/influenced by a Councillor who has declared a Conflict of Interest.

Declaration

This declaration form applies to the following major grant streams:	Community Bi-annual Grants – Round 2, 2026/27

This major grants stream is being presented to the Council Meeting on 14 December 2026.

Community Bi-annual Grants - Round 1

Have you declared a conflict of interest?	
Nature of conflict	
Have you been lobbied (or lobbied others)?	
If you have been lobbied or lobbied others in relation to a grant application, provide details and the name of grant application involved	

Community Bi-annual Grants - Round 2

Have you declared a conflict of interest?	No

Nature of conflict	
Have you been lobbied (or lobbied others)?	No
If you have been lobbied or lobbied others in relation to a grant application, provide details and the name of grant application involved	

Operational & Partnership Grants - Year 3

Have you declared a conflict of interest?	
Nature of conflict	
Have you been lobbied (or lobbied others)?	
If you have been lobbied or lobbied others in relation to a grant application, provide details and the name of grant application involved	

Community Festivals, Events & Creative Activities Grants – Year 3

Have you declared a conflict of interest?	
Nature of conflict	
Have you been lobbied (or lobbied others)?	
If you have been lobbied or lobbied others in relation to a grant application, provide details and the name of grant application involved	

Obligations and acknowledgements

Cr given name	Jane
Cr family name	Agirtan
Cr email address	Jane.Agirtan@kingston.vic.gov.au
I, Cr Jane Agirtan, declare that:	
	I have read and understood my obligations under the Local Government Act 2020, Council's Governance Rules, and Model Councillor Code of Conduct regarding Conflict of Interest and improper influence.

I acknowledge the resolution of Council on 27 October 2025 requiring a declaration that Councillors with a Conflict of Interest have not engaged in lobbying/influencing other Councillors or officers, nor that other Councillors (without a Conflict of Interest) have been lobbied/influenced by a Councillor who has declared a Conflict of Interest.

Reporting a Breach

Any breaches to this declaration will be presented to the Mayor and Chief Executive Officer for further investigation.
If a Councillor becomes aware of a breach, or believe they may have breached the terms of this declaration, they should report it to the Mayor or CEO.

Please note

- This declaration must be completed prior to any Council meeting where funding recommendations for major grant streams are considered.
- Completed Declarations will be attached to Council reports relating to decision-making for the Major Grants Streams, and any Councillors who have not completed the Declaration will be noted in the report.

In relation to the selected grant stream(s),	I declare the responses provided to be true.
Signature	Name of signatory: Jane Agirtan  Link to signature

Councillor Declaration – Major Grant Streams

Submitted on	12 November 2026, 12:17PM
Receipt number	42
Related form version	8

Purpose

To ensure transparency and integrity in the assessment and decision-making processes for major Kingston Grants Program streams by requiring Councillors to declare that they have not engaged in, nor been subject to, lobbying or influence in circumstances where a Conflict of Interest exists.

Background

At the 27 October 2025 Council Meeting, Council resolved to:
Establish a declaration process for all Councillors regarding major grant streams (Community Bi-Annual Grants, Operational & Partnership Grants (excluding Multicultural and Seniors category), and Community Festivals, Events & Creative Activities Grant) – declaring that Councillors with a Conflict of Interest have not engaged in lobbying/influencing other Councillors or officers, nor that other Councillors (without a Conflict of Interest) have been lobbied/influenced by a Councillor who has declared a Conflict of Interest.

Declaration

This declaration form applies to the following major grant streams:	Community Bi-annual Grants – Round 2, 2026/27

This major grants stream is being presented to the Council Meeting on 14 December 2026.

Community Bi-annual Grants - Round 1

Have you declared a conflict of interest?	
Nature of conflict	
Have you been lobbied (or lobbied others)?	
If you have been lobbied or lobbied others in relation to a grant application, provide details and the name of grant application involved	

Community Bi-annual Grants - Round 2

Have you declared a conflict of interest?	No

Nature of conflict	
Have you been lobbied (or lobbied others)?	No
If you have been lobbied or lobbied others in relation to a grant application, provide details and the name of grant application involved	

Operational & Partnership Grants - Year 3

Have you declared a conflict of interest?	
Nature of conflict	
Have you been lobbied (or lobbied others)?	
If you have been lobbied or lobbied others in relation to a grant application, provide details and the name of grant application involved	

Community Festivals, Events & Creative Activities Grants – Year 3

Have you declared a conflict of interest?	
Nature of conflict	
Have you been lobbied (or lobbied others)?	
If you have been lobbied or lobbied others in relation to a grant application, provide details and the name of grant application involved	

Obligations and acknowledgements

Cr given name	Georgina
Cr family name	Oxley
Cr email address	Georgina.Oxley@kingston.vic.gov.au
I, Cr Georgina Oxley, declare that:	
	I have read and understood my obligations under the Local Government Act 2020, Council's Governance Rules, and Model Councillor Code of Conduct regarding Conflict of Interest and improper influence.

I acknowledge the resolution of Council on 27 October 2025 requiring a declaration that Councillors with a Conflict of Interest have not engaged in lobbying/influencing other Councillors or officers, nor that other Councillors (without a Conflict of Interest) have been lobbied/influenced by a Councillor who has declared a Conflict of Interest.

Reporting a Breach

Any breaches to this declaration will be presented to the Mayor and Chief Executive Officer for further investigation.
If a Councillor becomes aware of a breach, or believe they may have breached the terms of this declaration, they should report it to the Mayor or CEO.

Please note

- This declaration must be completed prior to any Council meeting where funding recommendations for major grant streams are considered.
- Completed Declarations will be attached to Council reports relating to decision-making for the Major Grants Streams, and any Councillors who have not completed the Declaration will be noted in the report.

In relation to the selected grant stream(s), I declare the responses provided to be true.

Signature Name of signatory: Georgina Oxley



Link to signature

Councillor Declaration – Major Grant Streams

Submitted on	12 November 2026, 9:46PM
Receipt number	43
Related form version	8

Purpose

To ensure transparency and integrity in the assessment and decision-making processes for major Kingston Grants Program streams by requiring Councillors to declare that they have not engaged in, nor been subject to, lobbying or influence in circumstances where a Conflict of Interest exists.

Background

At the 27 October 2025 Council Meeting, Council resolved to:
Establish a declaration process for all Councillors regarding major grant streams (Community Bi-Annual Grants, Operational & Partnership Grants (excluding Multicultural and Seniors category), and Community Festivals, Events & Creative Activities Grant) – declaring that Councillors with a Conflict of Interest have not engaged in lobbying/influencing other Councillors or officers, nor that other Councillors (without a Conflict of Interest) have been lobbied/influenced by a Councillor who has declared a Conflict of Interest.

Declaration

This declaration form applies to the following major grant streams:	Community Bi-annual Grants – Round 2, 2026/27

This major grants stream is being presented to the Council Meeting on 14 December 2026.

Community Bi-annual Grants - Round 1

Have you declared a conflict of interest?	
Nature of conflict	
Have you been lobbied (or lobbied others)?	
If you have been lobbied or lobbied others in relation to a grant application, provide details and the name of grant application involved	

Community Bi-annual Grants - Round 2

Have you declared a conflict of interest?	No

Nature of conflict	
Have you been lobbied (or lobbied others)?	No
If you have been lobbied or lobbied others in relation to a grant application, provide details and the name of grant application involved	

Operational & Partnership Grants - Year 3

Have you declared a conflict of interest?	
Nature of conflict	
Have you been lobbied (or lobbied others)?	
If you have been lobbied or lobbied others in relation to a grant application, provide details and the name of grant application involved	

Community Festivals, Events & Creative Activities Grants – Year 3

Have you declared a conflict of interest?	
Nature of conflict	
Have you been lobbied (or lobbied others)?	
If you have been lobbied or lobbied others in relation to a grant application, provide details and the name of grant application involved	

Obligations and acknowledgements

Cr given name	Chris
Cr family name	Hill
Cr email address	Chris.Hill@kingston.vic.gov.au
I, Cr Chris Hill, declare that:	
	I have read and understood my obligations under the Local Government Act 2020, Council's Governance Rules, and Model Councillor Code of Conduct regarding Conflict of Interest and improper influence.

I acknowledge the resolution of Council on 27 October 2025 requiring a declaration that Councillors with a Conflict of Interest have not engaged in lobbying/influencing other Councillors or officers, nor that other Councillors (without a Conflict of Interest) have been lobbied/influenced by a Councillor who has declared a Conflict of Interest.

Reporting a Breach

Any breaches to this declaration will be presented to the Mayor and Chief Executive Officer for further investigation.
If a Councillor becomes aware of a breach, or believe they may have breached the terms of this declaration, they should report it to the Mayor or CEO.

Please note

- This declaration must be completed prior to any Council meeting where funding recommendations for major grant streams are considered.
- Completed Declarations will be attached to Council reports relating to decision-making for the Major Grants Streams, and any Councillors who have not completed the Declaration will be noted in the report.

In relation to the selected grant stream(s), I declare the responses provided to be true.

Signature Name of signatory: Cr Chris Hill



Uploaded signature image: Cr Chris Hill Signature.jpg

Councillor Declaration – Major Grant Streams

Submitted on	16 November 2026, 3:38PM
Receipt number	44
Related form version	8

Purpose

To ensure transparency and integrity in the assessment and decision-making processes for major Kingston Grants Program streams by requiring Councillors to declare that they have not engaged in, nor been subject to, lobbying or influence in circumstances where a Conflict of Interest exists.

Background

At the 27 October 2025 Council Meeting, Council resolved to:
Establish a declaration process for all Councillors regarding major grant streams (Community Bi-Annual Grants, Operational & Partnership Grants (excluding Multicultural and Seniors category), and Community Festivals, Events & Creative Activities Grant) – declaring that Councillors with a Conflict of Interest have not engaged in lobbying/influencing other Councillors or officers, nor that other Councillors (without a Conflict of Interest) have been lobbied/influenced by a Councillor who has declared a Conflict of Interest.

Declaration

This declaration form applies to the following major grant streams:	Community Bi-annual Grants – Round 2, 2026/27

This major grants stream is being presented to the Council Meeting on 14 December 2026.

Community Bi-annual Grants - Round 1

Have you declared a conflict of interest?	
Nature of conflict	
Have you been lobbied (or lobbied others)?	
If you have been lobbied or lobbied others in relation to a grant application, provide details and the name of grant application involved	

Community Bi-annual Grants - Round 2

Have you declared a conflict of interest?	No

Nature of conflict	
Have you been lobbied (or lobbied others)?	No
If you have been lobbied or lobbied others in relation to a grant application, provide details and the name of grant application involved	

Operational & Partnership Grants - Year 3

Have you declared a conflict of interest?	
Nature of conflict	
Have you been lobbied (or lobbied others)?	
If you have been lobbied or lobbied others in relation to a grant application, provide details and the name of grant application involved	

Community Festivals, Events & Creative Activities Grants – Year 3

Have you declared a conflict of interest?	
Nature of conflict	
Have you been lobbied (or lobbied others)?	
If you have been lobbied or lobbied others in relation to a grant application, provide details and the name of grant application involved	

Obligations and acknowledgements

Cr given name	Chris
Cr family name	Howe
Cr email address	Chris.Howe@kingston.vic.gov.au
I, Cr Chris Howe, declare that:	
	I have read and understood my obligations under the Local Government Act 2020, Council's Governance Rules, and Model Councillor Code of Conduct regarding Conflict of Interest and improper influence.

I acknowledge the resolution of Council on 27 October 2025 requiring a declaration that Councillors with a Conflict of Interest have not engaged in lobbying/influencing other Councillors or officers, nor that other Councillors (without a Conflict of Interest) have been lobbied/influenced by a Councillor who has declared a Conflict of Interest.

Reporting a Breach

Any breaches to this declaration will be presented to the Mayor and Chief Executive Officer for further investigation.
If a Councillor becomes aware of a breach, or believe they may have breached the terms of this declaration, they should report it to the Mayor or CEO.

Please note

- This declaration must be completed prior to any Council meeting where funding recommendations for major grant streams are considered.
- Completed Declarations will be attached to Council reports relating to decision-making for the Major Grants Streams, and any Councillors who have not completed the Declaration will be noted in the report.

In relation to the selected grant stream(s), I declare the responses provided to be true.

Signature Name of signatory: Chris Howe



Link to signature

Councillor Declaration – Major Grant Streams

Submitted on	16 November 2026, 3:43PM
Receipt number	45
Related form version	8

Purpose

To ensure transparency and integrity in the assessment and decision-making processes for major Kingston Grants Program streams by requiring Councillors to declare that they have not engaged in, nor been subject to, lobbying or influence in circumstances where a Conflict of Interest exists.

Background

At the 27 October 2025 Council Meeting, Council resolved to:
Establish a declaration process for all Councillors regarding major grant streams (Community Bi-Annual Grants, Operational & Partnership Grants (excluding Multicultural and Seniors category), and Community Festivals, Events & Creative Activities Grant) – declaring that Councillors with a Conflict of Interest have not engaged in lobbying/influencing other Councillors or officers, nor that other Councillors (without a Conflict of Interest) have been lobbied/influenced by a Councillor who has declared a Conflict of Interest.

Declaration

This declaration form applies to the following major grant streams:	Community Bi-annual Grants – Round 2, 2026/27

This major grants stream is being presented to the Council Meeting on 14 December 2026.

Community Bi-annual Grants - Round 1

Have you declared a conflict of interest?	
Nature of conflict	
Have you been lobbied (or lobbied others)?	
If you have been lobbied or lobbied others in relation to a grant application, provide details and the name of grant application involved	

Community Bi-annual Grants - Round 2

Have you declared a conflict of interest?	No

Nature of conflict	
Have you been lobbied (or lobbied others)?	No
If you have been lobbied or lobbied others in relation to a grant application, provide details and the name of grant application involved	

Operational & Partnership Grants - Year 3

Have you declared a conflict of interest?	
Nature of conflict	
Have you been lobbied (or lobbied others)?	
If you have been lobbied or lobbied others in relation to a grant application, provide details and the name of grant application involved	

Community Festivals, Events & Creative Activities Grants – Year 3

Have you declared a conflict of interest?	
Nature of conflict	
Have you been lobbied (or lobbied others)?	
If you have been lobbied or lobbied others in relation to a grant application, provide details and the name of grant application involved	

Obligations and acknowledgements

Cr given name	Sarah
Cr family name	ODonnell
Cr email address	Sarah.ODonnell@kingston.vic.gov.au
I, Cr Sarah ODonnell, declare that:	
	I have read and understood my obligations under the Local Government Act 2020, Council's Governance Rules, and Model Councillor Code of Conduct regarding Conflict of Interest and improper influence.

I acknowledge the resolution of Council on 27 October 2025 requiring a declaration that Councillors with a Conflict of Interest have not engaged in lobbying/influencing other Councillors or officers, nor that other Councillors (without a Conflict of Interest) have been lobbied/influenced by a Councillor who has declared a Conflict of Interest.

Reporting a Breach

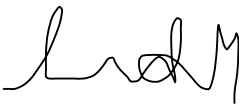
Any breaches to this declaration will be presented to the Mayor and Chief Executive Officer for further investigation.
If a Councillor becomes aware of a breach, or believe they may have breached the terms of this declaration, they should report it to the Mayor or CEO.

Please note

- This declaration must be completed prior to any Council meeting where funding recommendations for major grant streams are considered.
- Completed Declarations will be attached to Council reports relating to decision-making for the Major Grants Streams, and any Councillors who have not completed the Declaration will be noted in the report.

In relation to the selected grant stream(s), I declare the responses provided to be true.

Signature Name of signatory: Sarah O'Donnell



Link to signature

Councillor Declaration – Major Grant Streams

Submitted on	16 November 2026, 9:27PM
Receipt number	46
Related form version	8

Purpose

To ensure transparency and integrity in the assessment and decision-making processes for major Kingston Grants Program streams by requiring Councillors to declare that they have not engaged in, nor been subject to, lobbying or influence in circumstances where a Conflict of Interest exists.

Background

At the 27 October 2025 Council Meeting, Council resolved to:
Establish a declaration process for all Councillors regarding major grant streams (Community Bi-Annual Grants, Operational & Partnership Grants (excluding Multicultural and Seniors category), and Community Festivals, Events & Creative Activities Grant) – declaring that Councillors with a Conflict of Interest have not engaged in lobbying/influencing other Councillors or officers, nor that other Councillors (without a Conflict of Interest) have been lobbied/influenced by a Councillor who has declared a Conflict of Interest.

Declaration

This declaration form applies to the following major grant streams:	Community Bi-annual Grants – Round 2, 2026/27

This major grants stream is being presented to the Council Meeting on 14 December 2026.

Community Bi-annual Grants - Round 1

Have you declared a conflict of interest?	
Nature of conflict	
Have you been lobbied (or lobbied others)?	
If you have been lobbied or lobbied others in relation to a grant application, provide details and the name of grant application involved	

Community Bi-annual Grants - Round 2

Have you declared a conflict of interest?	No

Nature of conflict	
Have you been lobbied (or lobbied others)?	No
If you have been lobbied or lobbied others in relation to a grant application, provide details and the name of grant application involved	

Operational & Partnership Grants - Year 3

Have you declared a conflict of interest?	
Nature of conflict	
Have you been lobbied (or lobbied others)?	
If you have been lobbied or lobbied others in relation to a grant application, provide details and the name of grant application involved	

Community Festivals, Events & Creative Activities Grants – Year 3

Have you declared a conflict of interest?	
Nature of conflict	
Have you been lobbied (or lobbied others)?	
If you have been lobbied or lobbied others in relation to a grant application, provide details and the name of grant application involved	

Obligations and acknowledgements

Cr given name	Hadi
Cr family name	Saab
Cr email address	Hadi.Saab@kingston.vic.gov.au
I, Cr Hadi Saab, declare that:	
	I have read and understood my obligations under the Local Government Act 2020, Council's Governance Rules, and Model Councillor Code of Conduct regarding Conflict of Interest and improper influence.

I acknowledge the resolution of Council on 27 October 2025 requiring a declaration that Councillors with a Conflict of Interest have not engaged in lobbying/influencing other Councillors or officers, nor that other Councillors (without a Conflict of Interest) have been lobbied/influenced by a Councillor who has declared a Conflict of Interest.

Reporting a Breach

Any breaches to this declaration will be presented to the Mayor and Chief Executive Officer for further investigation.
If a Councillor becomes aware of a breach, or believe they may have breached the terms of this declaration, they should report it to the Mayor or CEO.

Please note

- This declaration must be completed prior to any Council meeting where funding recommendations for major grant streams are considered.
- Completed Declarations will be attached to Council reports relating to decision-making for the Major Grants Streams, and any Councillors who have not completed the Declaration will be noted in the report.

In relation to the selected grant stream(s),	I declare the responses provided to be true.
Signature	Name of signatory: Hadi Saab



Link to signature

Councillor Declaration – Major Grant Streams

Submitted on	17 November 2026, 2:58PM
Receipt number	48
Related form version	8

Purpose

To ensure transparency and integrity in the assessment and decision-making processes for major Kingston Grants Program streams by requiring Councillors to declare that they have not engaged in, nor been subject to, lobbying or influence in circumstances where a Conflict of Interest exists.

Background

At the 27 October 2025 Council Meeting, Council resolved to:
Establish a declaration process for all Councillors regarding major grant streams (Community Bi-Annual Grants, Operational & Partnership Grants (excluding Multicultural and Seniors category), and Community Festivals, Events & Creative Activities Grant) – declaring that Councillors with a Conflict of Interest have not engaged in lobbying/influencing other Councillors or officers, nor that other Councillors (without a Conflict of Interest) have been lobbied/influenced by a Councillor who has declared a Conflict of Interest.

Declaration

This declaration form applies to the following major grant streams:	Community Bi-annual Grants – Round 2, 2026/27

This major grants stream is being presented to the Council Meeting on 14 December 2026.

Community Bi-annual Grants - Round 1

Have you declared a conflict of interest?	
Nature of conflict	
Have you been lobbied (or lobbied others)?	
If you have been lobbied or lobbied others in relation to a grant application, provide details and the name of grant application involved	

Community Bi-annual Grants - Round 2

Have you declared a conflict of interest?	No

Nature of conflict	
Have you been lobbied (or lobbied others)?	No
If you have been lobbied or lobbied others in relation to a grant application, provide details and the name of grant application involved	

Operational & Partnership Grants - Year 3

Have you declared a conflict of interest?	
Nature of conflict	
Have you been lobbied (or lobbied others)?	
If you have been lobbied or lobbied others in relation to a grant application, provide details and the name of grant application involved	

Community Festivals, Events & Creative Activities Grants – Year 3

Have you declared a conflict of interest?	
Nature of conflict	
Have you been lobbied (or lobbied others)?	
If you have been lobbied or lobbied others in relation to a grant application, provide details and the name of grant application involved	

Obligations and acknowledgements

Cr given name	Georgia
Cr family name	Erevnidis
Cr email address	Georgia.Erevnidis@kingston.vic.gov.au
I, Cr Georgia Erevnidis, declare that:	
	I have read and understood my obligations under the Local Government Act 2020, Council's Governance Rules, and Model Councillor Code of Conduct regarding Conflict of Interest and improper influence.

I acknowledge the resolution of Council on 27 October 2025 requiring a declaration that Councillors with a Conflict of Interest have not engaged in lobbying/influencing other Councillors or officers, nor that other Councillors (without a Conflict of Interest) have been lobbied/influenced by a Councillor who has declared a Conflict of Interest.

Reporting a Breach

Any breaches to this declaration will be presented to the Mayor and Chief Executive Officer for further investigation.
If a Councillor becomes aware of a breach, or believe they may have breached the terms of this declaration, they should report it to the Mayor or CEO.

Please note

- This declaration must be completed prior to any Council meeting where funding recommendations for major grant streams are considered.
- Completed Declarations will be attached to Council reports relating to decision-making for the Major Grants Streams, and any Councillors who have not completed the Declaration will be noted in the report.

In relation to the selected grant stream(s), I declare the responses provided to be true.

Signature Name of signatory: Georgia Erevnidis



Link to signature

Councillor Declaration – Major Grant Streams

Submitted on	18 November 2026, 12:00PM
Receipt number	51
Related form version	9

Purpose

To ensure transparency and integrity in the assessment and decision-making processes for major Kingston Grants Program streams by requiring Councillors to declare that they have not engaged in, nor been subject to, lobbying or influence in circumstances where a Conflict of Interest exists.

Background

At the 27 October 2025 Council Meeting, Council resolved to:
Establish a declaration process for all Councillors regarding major grant streams (Community Bi-Annual Grants, Operational & Partnership Grants (excluding Multicultural and Seniors category), and Community Festivals, Events & Creative Activities Grant) – declaring that Councillors with a Conflict of Interest have not engaged in lobbying/influencing other Councillors or officers, nor that other Councillors (without a Conflict of Interest) have been lobbied/influenced by a Councillor who has declared a Conflict of Interest.

Declaration

This declaration form applies to the following major grant streams:	Community Bi-annual Grants – Round 2, 2026/27

This major grants stream is being presented to the Council Meeting on 14 December 2026.

Community Bi-annual Grants - Round 2

Have you declared a conflict of interest?	No
Have you been lobbied (or lobbied others)?	No

Obligations and acknowledgements

Cr given name	Nikki
Cr family name	Kaur
Cr email address	Nikki.Kaur@kingston.vic.gov.au

I, Cr Nikki Kaur, declare that:

I have read and understood my obligations under the Local Government Act 2020, Council's Governance Rules, and Model Councillor Code of Conduct regarding Conflict of Interest and improper influence.

I acknowledge the resolution of Council on 27 October 2025 requiring a declaration that Councillors with a Conflict of Interest have not engaged in lobbying/influencing other Councillors or officers, nor that other Councillors (without a Conflict of Interest) have been lobbied/influenced by a Councillor who has declared a Conflict of Interest.

Reporting a Breach

Any breaches to this declaration will be presented to the Mayor and Chief Executive Officer for further investigation.
If a Councillor becomes aware of a breach, or believe they may have breached the terms of this declaration, they should report it to the Mayor or CEO.

Please note

- This declaration must be completed prior to any Council meeting where funding recommendations for major grant streams are considered.
- Completed Declarations will be attached to Council reports relating to decision-making for the Major Grants Streams, and any Councillors who have not completed the Declaration will be noted in the report.

In relation to the selected grant stream(s), I declare the responses provided to be true.

Signature

Name of signatory: Nikki Kaur



Link to signature

Kingston Grants Program Policy

City of KINGSTON

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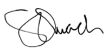
1 Document Control

The electronic version of this document is the controlled version. Printed copies are considered uncontrolled. Before using a printed copy, verify that it is the current version.

RESPONSIBLE GENERAL MANAGER	General Manager Community Strengthening
POLICY OWNER	Manager Inclusive Communities
APPROVED BY	Council
EFFECTIVE DATE (If different from approval date)	18/6/2026
SIGNATURE	
REVIEW DATE	1/01/2030
CM REF AND VERSION	26/170680 V5
VERSION HISTORY	This Policy Replaces Versions 23/251230, 25/101827 25/209354, & 26/33502.

2 Purpose

This Policy sets out the approach to Council's provision of financial assistance to the community through *grants*, as offered through the Kingston Grants Program.

3 Scope

3.1 Grants

This Policy applies to the *grant streams* listed below and further detailed at Appendix A: 'Kingston Grants Program – Grants Streams Overview' of this Policy.

- Community Events Grants
- Operational & Partnership Grants
- Community Bi-annual Grants
- Community Small Grants

3.2 Council Representatives

This Policy applies to all Council officers, Councillors and external personnel who have responsibility for planning, assessing, deciding, managing and/or evaluating *grants* for any *activities* of any dollar value for, or on behalf of, Council.

3.3 Community Representatives

This Policy applies to community members who apply for (*applicants*) and/or receive (*recipients*) a Council *grant* for any *activities* of any dollar value, or who at Council's discretion, are engaged by Council to contribute to assessing and making recommendations for *grants*.

4 Policy Details

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 key directions (*strategic priorities)* as identified in the Council & Wellbeing Plan 2025-29 and other strategic documents.

4.1 Strategic Context

Council provides *grants* consistent with the following *key directions* under the Council & Wellbeing Plan 2025-29:

- Healthy & Connected
- Vibrant & Prosperous
- Liveable & Sustainable
- Responsibly Governed

The latest published Council & Wellbeing Plan 2025-29, together with supporting policies, strategies, and action plans can be found on Council's website at:
www.kingston.vic.gov.au/council/council-documents/plans-policies-and-reports

4.2 Objectives

The Kingston Grants Program aims to:

- Assist the delivery of Council's *key directions*
- Provide fair, inclusive, and equitable opportunity for the Kingston community to seek financial assistance through *grants* from Council
- Support a diverse range of *organisations and community groups*, businesses, artists, and *activities*, that respond to identified local needs and achieve positive outcomes for the Kingston community
- Commit to processes that support sound management and governance of *grants*

4.3 Guiding Principles

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.

4.4 Funding Priorities

Council is committed to ensuring the best use of funds through its *grants* programs to maximise benefits for the Kingston community. Funding priorities are guided by the Council & Wellbeing Plan 2025–29 and are delivered through Council's established grant *streams* and categories.

In addition, Council may endorse specific priorities to guide the allocation of funding through the Community Bi-annual Grants and Community Small Grants streams. These priorities may reflect key focus areas of the Council & Wellbeing Plan 2025–29, including:

- Youth Engagement and Support
- Climate Action and Sustainability
- Aboriginal and Torres Strait Islander Recognition and Self-Determination
- Equity, Inclusion and Social Justice
- Community Health and Wellbeing
- Welfare support
- Community Safety and Family Violence Prevention
- Connected and Resilient Communities
- Arts, Culture and Heritage
- Active and Healthy Lifestyles
- Digital Inclusion and Innovation
- Support for Older Adults and Carers
- Access to Nature and Open Space

4.5 Kingston Grants Program – Grant Streams and Categories

The Kingston Grants Program includes the following grant *streams* and categories:

- **Community Events Grants** (up to $25,000 annually) – For not-for-profit *organisations and community groups* to deliver established, regular, and significant events within Kingston that are accessible to the entire community.

- **Operational & Partnership Grants –** For the operational costs of not-for-profit *organisations and community groups.*
    - **Neighbourhood Houses & Community Centres (NH&CC)** (up to $100,000 annually with a 3% annual increase) – For community Neighbourhood Houses and Centres.
    - **Welfare Services**
        - **Emergency Relief** (up to $110,000 annually) – For services that align with the *Emergency Relief Funding Model*.
        - **Welfare Support** (up to $60,000 annually) - For non-Emergency Relief welfare services that deliver specialist programs.
    - **Community Interest Organisations** (Up to $20,000 annually) – For organisations that strengthen community life.
    - **Multicultural & Seniors** (Up to $7,000 annually) - For Kingston's multicultural and seniors groups.

- **Community Bi-annual Grants** (up to $10,000) – For new or once-off activities that align with the Council & Wellbeing Plan 2025-29.

  - **Community Projects & Programs –** For not-for-profit *organisations and community groups* activities.
  - **Small Community Events** – For not-for-profit *organisations and community groups* delivering smaller-scale events in Kingston.
  - **Minor Capital Works** – For not-for-profit *organisations and community groups* to make small improvements to community buildings or outdoor spaces in Kingston or install energy-efficient appliances or equipment.
  - **Arts Projects & Programs -** For artists seeking to create and present arts activities in Kingston.
  - **Local Business Community Impact** – For for-profit businesses that contribute to the diversity of community activities within Kingston.

- **Community Small Grants** (up to $2,000) - For not-for-profit *organisations and community groups* delivering smaller-scale once-off activities that align with the Council & Wellbeing Plan 2025-29.
  - **Community Projects & Programs** – For activities that strengthen the Kingston community.
  - **Community Celebrations** – For small-scale gatherings that celebrate culture, identity, or local milestones.
  - **Small Equipment** - For the purchase of small equipment.
  - **Capacity Building** – For activities that build capability (skills, succession planning, governance).
  - **New Group Start-Up Support** – For new groups to become established and *incorporated*.

4.6 Grants Administration & Decision-Making

The Kingston Grants Program involves *application*, eligibility, assessment, decision-making, funding allocation, grant management and reporting stages.

4.6.1 Application Requirements and Eligibility

Application Process

All *application*s must be submitted via the official *application* process. Only complete *application*s, including all required approvals and supporting documentation, will be considered. Council will not fund any costs associated with the preparation of funding *application*s, reporting, or grant management. Support will be provided to assist *applicant*s and grant *recipients*.

Late applications will only be considered by the Manager of Inclusive Communities in exceptional circumstances. Exceptional circumstances do not include illness, leave, or holidays of one community group member or family member.

Alignment with Council Priorities

*Application*s must:

- Align with funding priorities related to the Council & Wellbeing Plan 2025-29.
- Align with the purpose of the relevant grant *stream* and *category*.
- Comply with all Council policies, applicable laws, government directions, and legal agreements.

Funding Restrictions

*Application*s must be for a distinct *activity* not already funded through another Kingston Grants Program *stream* or the Kingston Charitable Fund.
Funding will not be provided for:

- Replacing reduced or discontinued income from other sources.
- Duplicating funding for the same *activity* across multiple grant *streams*.
- Duplicating activities already provided by Council or other sources for the same audience.
- Activities that are the core responsibility of the State or Commonwealth Government, non-government entities, or part of the school curriculum.
- Reimbursement for costs incurred prior to funding allocation and execution of a *Funding Agreement*.

Eligibility
Each grant *stream* or *category* has specific eligibility requirements, as outlined in the respective program guidelines.

To be eligible for funding from the Kingston Grants Program, *applicant*s must:

- Be, or be *auspiced* by, an incorporated not-for-profit organisation or community group - unless applying under the following grant *streams* or *categories*:
  - *Community Bi-annual Grants – Local Business Community Impact*
  - *Community Small Grants – New Group Start-up Support*
- Be located in Kingston or demonstrate a significant benefit to the Kingston community.
- Hold appropriate insurances.
- Not have outstanding debts to Council (unless subject to an approved payment plan).
- Have met all applicable obligations to relevant government institutions, such as Consumer Affairs Victoria, the Australian Not-for- Profit and Charities Commission, the Australian Securities and Investment Commission, and WorkSafe Victoria.

4.6.2 Assessment

All *application*s will be assessed against the published Assessment Criteria. The criteria and assessment processes for each grant *stream* and *category* are detailed in the relevant Guidelines.

The following grants will be assessed by the Kingston Grants Program Assessment Panel:

- Community Events Grants
- Operational & Partnership Grants – Neighbourhood Houses & Community Centres category
- Operational & Partnership Grants – Welfare Services category
- Operational & Partnership Grants – Community Interest Organisations category
- Community Bi-annual Grants

The Assessment Panel membership and role is defined in the Kingston Grants Program Assessment Panel Terms of Reference. The Panels specialist advice from subject matter experts and make funding recommendations to Council.

The assessment of Operational & Partnership Grants – Multicultural & Seniors category, and Community Small Grants are delegated to Council Officers. Delegations and authorisations are outlined in Section 5.1 of this Policy.

The Operational & Partnerships - Multicultural & Seniors category is assessed by a formula-based funding model. If the total amount calculated under the funding formula exceeds the available budget, allocations for all successful applicants will be reduced proportionally to remain within the approved budget.

4.6.3 Decision-Making

Grant funding decisions are made by Council unless delegated to Council Officers. Delegations and authorisations are outlined in Section 5.1 of this Policy.

4.6.4 Funding Allocation

Following the funding decision, the successful *applicant* must enter into a *Funding Agreement* before any payment is released. Payment will only be made once all grant requirements have been met. Funding will not be released if the *applicant* has any previous Council *grants* that have not been successfully acquitted. Triennial grant instalments will only be released once the previous year's funding has been successfully acquitted and all reporting requirements have been met.

4.6.5 Grant Management

Grant recipients must acknowledge Council's support in any publications or advertisements related to their activity.

Any proposed changes to funded activities must be communicated to Council as early as possible, and completion of a *Funding Variation* form may be required. Grant funds must be expended within the timeframe specified in the funding agreement, unless a *Funding Variation* has been approved to extend the *activity* timelines and *acquittal* due date.

4.6.6 Reporting

Grant recipients are required to submit an acquittal within two months of completing the funded activity or event. The acquittal must include a report on activity outcomes and evidence demonstrating that funds were expended in accordance with the approved application and funding agreement.

For Community Small Grants, Community Bi-annual Grants, Operational and Partnership Grants in the Multicultural and Seniors category, and Community Events Grants, acceptable evidence of expenditure includes receipts, or where receipts are not available, a Statutory Declaration outlining how grant funds were spent.

For Operational and Partnership Grants within the Neighbourhood Houses and Community Centres, Welfare Services, and Community Interest Organisations categories, recipients may provide receipts or the following evidence in lieu of receipts:

- a detailed financial summary, including an annual financial report, together with a Statutory Declaration confirming that the grant funds were expended in accordance with the funding agreement; or
- an audited financial statement.

Acquittals must be submitted by the specified due date. Council reserves the right to decline acquittals that are incomplete, inaccurate, or submitted after the deadline.

All acquittals will be reviewed to confirm that funding has been used in accordance with the approved purpose. Where an acquittal is not accepted and further information is required, recipients will be given 30 days to provide the requested documentation. If the acquittal remains outstanding or unresolved, a final follow-up period of 10 days will be provided.

Failure to submit an approved acquittal within this timeframe will result in the recipient being deemed ineligible for funding in the following year. For triennial grant recipients, the following year's payment will not be released.

Information collected through acquittals, including outcomes, scoring, and associated metadata, may be made publicly available through Council meeting records to support transparency and public accountability.

4.7 Good Governance

Council will ensure high standards of governance are upheld in the provision of *grants*. Our approach to *grants* governance activates the Guiding Principles at section 4.3 of this Policy, and is guided by Australian Standard AS 8000 that sets standards in relation to governance, including probity assurance.

4.7.1 Transparency and accountability

- All *grants* available will be promoted to the community.
- Approved *grants* will be published to the community.
- Program Guidelines will be developed and published for all *grant streams* and *grant categories* determined by Council.
- Program Guidelines will provide information about:
    - All *grant streams* and *grant categories* available
    - The *application* process
    - Eligibility requirements as to who can apply and the types of *activities* and expenses that can be considered
    - *Assessment* criteria and process
    - Funding priorities
    - Timelines
    - General conditions that apply to *grants*
    - Reporting and *acquittal* requirements
    - Support available for *applicants*.
- Unsuccessful *applicants* will be provided feedback on the reasons their *application* was unsuccessful.
- *Applicants* approved for partial funding will be provided feedback on the reasons for partial funding.
- *Recipients* must enter into a *funding agreement* with Council before any monies are released.
- Any variation to a *grant* approved by Council must be requested in writing by the *recipient* and approved by Council officers. A variation may relate to time, value or scope. *Recipients* cannot be allocated additional funding.
- *Recipients* must acquit their *grant* to ensure that the *grant* received has been spent in accordance with this Policy, the published Program Guidelines, and in accordance with the *funding agreement*.
- Unspent funds must be returned to Council.

4.7.2 Fairness and equity

- Council will ensure that *grants* are equitably available to a diverse range of *organisations and community groups, businesses* and artists across a broad range of *activities* that are consistent with Council's *strategic priorities*.

- Available *grants* will be widely promoted to the community using multiple channels to reach as many people as possible. This may include (but is not limited to) Council's website, Council's eNews, Council's social media, advertisement in local newspapers, direct e-mail to previous *applicants* and *recipients*, notices across Council's community hub locations, and provision of information sessions.
- Council will provide *application* development support and links to language and accessible services to assist *applicants* who are from non-English speaking backgrounds or have a vision or audio impairment.
- Council will make its best efforts to remove barriers and discrimination in the *grants* process. This includes (but is not limited to) where barriers arise due to language, culture, mobility, disability, age, gender, safety, and technology access and literacy.
- *Application*, *assessment*, *funding agreement*, and *acquittal* requirements will be proportionate to the monetary value and risk level of a *grant* requested or received.
- All *applications* will be considered using the same eligibility and *assessment* criteria for the applicable *grant stream* as set out in published program Guidelines.
- *Applicants* and *recipients* must demonstrate that their *activity* is made available to the community without discrimination on the basis of access, equity, and human rights and responsibilities.
- Whilst Council's funding decisions are final, *applicants* can choose to contact Council to appeal a funding decision, to be dealt with in accordance with Council's Complaints Policy.

4.7.3 Impartiality and ethical conduct

- All staff, Assessment Panel members, and Councillors involved in the administration, assessment, or decision-making of grants are required to complete annual training on maintaining the integrity of the grants program and managing fraud and corruption risks, as recommended in the VAGO Fraud Control Over Local Government Grants report. Council provides mandatory training for staff and Councillors that covers:
    - Declaring and managing conflicts of interest
    - Fraud risks specific to grant programs
    - The council's relevant policies and procedures.
- Council will offer *grants* without bias to maintain trust in the *application* and *assessment* process.
- Council will ensure that collusive or otherwise unethical behaviours that may lead to bias or undue influence are well-managed by ensuring that *applications* are considered on their merits consistent with published program Guidelines.
- The *assessment* process will ensure separation between those that assess and make recommendations on *applications* and those that decide on *applications*.
- Council will establish a Grants Assessment Panel to assess and make recommendations on *applications* that are determined to be higher value/higher risk (i.e. *applications* to Operational & Partnership *Grants* (except Multicultural & Seniors *category)*, Community Bi-annual *Grants*, and Community Events *Grants*). This panel will operate to a documented Terms of Reference.
- Council will appoint an independent probity representative to observe meetings of Council's Grants Assessment Panel, where this panel is used in the *assessment* process and in accordance with the Terms of Reference of this panel.

- All funding decisions will be recorded. If a funding decision is inconsistent with a funding recommendation, the reason for this difference will also be recorded.
- Letters of support from Councillors submitted with an *application* by *applicants* will not be considered during the *assessment* process.
- No funding recommendations will be presented to Councillors for decision at the time of Council elections, in accordance with Council's Election Period Policy.

4.7.4 Misuse of position

- Under Section 123 of the Local Government Act 2020 (Vic), Councillors and members of delegated committees must not intentionally misuse their position to gain or attempt to gain, directly or indirectly, an advantage for themselves or another person, or to cause or attempt to cause detriment to the Council or another person.
- Examples of misuse of position could include, but are not limited to:
    - Making improper use of information or confidential material acquired as a Councillor;
    - Disclosing confidential information without authority;
    - Directing or improperly influencing staff;
    - Using public resources or funds for unauthorised purposes;
    - Councillors with a conflict of interest trying to influence other Councillors; or
    - Participating in decision-making where a conflict of interest exists.
- To mitigate risks associated with grants decision-making, Council will ensure that:
    - All Councillors, Assessment Panel members, and staff involved in grant assessment or decision-making undertake annual governance and probity training, including managing conflicts of interest and maintaining program integrity;
    - Conflicts of interest are declared, documented, and managed in accordance with Sections 127–131 of the Act;
    - Councillor involvement in the grants process is limited to considering and approving recommendations made through the established assessment process; and
    - All decisions are documented and made transparently in accordance with Section 9(2)(i) of the Act, which requires that Council decisions, actions, and information are to be transparent.
- These measures collectively uphold the integrity of the Kingston Grants Program and ensure compliance with legislative and governance obligations.

4.7.5 Value for money

- Council will obtain best value in the use of public funds in the way it provides *grants*. This will be done in accordance with Council's *key directions* set out in the Council & Wellbeing Plan 2025-29, and in alignment with published Program Guidelines.
- *Applications* will be considered against financial and non-financial value-for-money considerations, expressed in formula funding approaches and as *assessment* criteria set out in published Program Guidelines.
- Council will consider the monetary value of *grants* in its expectations of community

benefit that can reasonably be delivered through the *activity*.

- Council will ensure that periodic evaluation of the benefits and outcomes achieved from *grants* is undertaken.

4.7.6 Conflict of interest management

- In line with expected conduct standards for Councillors and Council officers, Council will proactively manage actual, potential or perceived conflicts of interest when assessing, making recommendations, and deciding on *applications*.
- Any person involved in assessing, making recommendations, and deciding on *applications* will be subject to Council's conflict of interest declaration and management process for *grants* set out in Council's Grants Practice Manual and in accordance with Council's Conflict of Interest Policy.
- Councillors will be subject to standing conflict of interest declarations and management processes where recommendations are presented to a meeting of Council for a decision.
- Grant funds must be used solely for approved purposes. Grant funds must not directly or indirectly financially benefit the recipient, or any family members or friends of the recipient.
- Recipients must take reasonable steps to avoid conflicts of interest and manage unavoidable conflicts transparently and in accordance with Council or officer directions.
- Failure to disclose or appropriately manage conflicts may result in suspension, termination or recovery of grant funds.

4.7.7 Confidentiality management

- Notwithstanding Council's commitment to transparency, some information collected, developed and held in relation to *applications*, *applicants*, *recipients*, and *acquittals*, needs to remain confidential as per the *Local Government Act 2020* (VIC), to uphold *grants* process integrity.
- Council will use appropriate systems and procedures, including access permissions and controls, to ensure the security and disposal of *grants* information.
- Information about *grants* will only be shared on a need-to-know basis with time limits imposed to access certain information, as appropriate.
- Any person involved in assessing, making recommendations, and deciding on *applications* or otherwise having access to *grants*-related information will be subject to Council's conduct and policy requirements for handling Council information.

4.8 Budget

Council allocates an annual funding pool for distribution across the nominated *grant streams* in accordance with Council's annual budget planning process.

For nominated multi-year *grant streams*, Council makes a multi-year budget commitment for allocation through the annual funding pool for distribution.

Council will reserve the right to target funding to areas that align with its *key directions* or other identified emerging need. The community will be notified of such preferences through published program Guidelines.

4.9 State of Disaster, State of Emergency or Critical Incidents

Council will reserve the right to adopt streamlined and flexible *grants* processes to facilitate an immediate response to an emergency, crisis or disaster.

This includes, but may not be limited to, instances where a State of Disaster or a State of Emergency is declared under the *Emergency Management Victoria Act 2005* (Vic) or *Public Health and Wellbeing Act 2008* (Vic).

For all such events and incidents, Council officers are required to deliver *grants* as directed by Council's Chief Executive Officer, or their delegate, and in accordance with Council's Instruments of Delegation.

4.10 Relationship to Other Funding Programs

4.10.1 Kingston Charitable Fund

Established in 2006, the Greater Melbourne Foundation operates as a not-for-profit *organisation* independent from Council. Its purpose is to raise and distribute funds to community *organisations* with Deductible Gift Recipient (DGR) and Tax Concession Charity (TCC) status (i.e. charitable *organisations*), to support initiatives that deliver benefits to the Kingston community.

Council supports the program by promoting funding opportunities through the Kingston Charitable Fund and providing recommendations to the Greater Melbourne Foundation board for approval. Council does not directly manage or distribute the funding pool.

4.10.2 Other Funding Sources

Where appropriate, Council at its discretion may:

- Transfer or delegate a funding request to another Council program for consideration.
- When assessing a request for any Council *grant*, consider and advise an *applicant* of alternative means of funding or in-kind support that may be appropriate for the nature of the *application* submitted. This support may be within or external to Council.

4.11 Review and Evaluation

From time to time, circumstances may require minor administrative changes to this Policy. Changes to this Policy that are not considered material, will be made administratively, such as updates to Council department or position title names, legislative amendments affecting the name of the legislation, updates to *key priorities* aligned to the latest Council & Wellbeing Plan 2025-29, or operational details relevant to *grant streams* or *grant categories* including (but not limited to) names and funding amount thresholds. Any other changes that materially impact this Policy's intent must be considered by Council.

The Kingston Grants Program and its *grants streams* will undergo periodic review to ensure they remain responsive to Council's *key directions* and community needs. Council uses information collected in the *grants* process and through targeted consultation as required to inform continuous improvement in how *grants* are provided. The information will be considered against the objectives for the Kingston Grants Program outlined in this Policy.

5 Delegation Authority and Decision Guidelines

5.1 Delegations/Authorisations

Council delegates:

- The Manager Inclusive Communities to accept or reject late applications.
- The Manager Inclusive Communities, Team Leader Community Capacity and Partnerships, and Coordinator Community Capacity, to:
    - determine *applicant* eligibility and *application* alignment with funding *streams*, categories and Emergency Relief funding tiers.
    - make funding decisions for the Community Small *Grants stream.*
    - approve *Funding Variation*s aligning with the intent of the funded *activity* (excluding increases to approved funding amounts). These changes will be documented via *Funding Variation* forms.
- The Chief Executive Officer, or their delegate, in the event of a State of Disaster, State of Emergency or Critical Incidents in accordance with section 4.9 of this Policy.

Where funding decisions differ from Assessment Panel recommendations, Council will provide their reasons for amending recommendations.

5.2 Exemptions

Exemption to this Policy must be requested in writing to the Manager Inclusive Communities, with information outlining:

- The requesting Council officer and department
- The nature of the *grants*
- Reason(s) as to why an exemption required
- Sign-off by the Manager of the requesting department.

Requestors should note that exemption is not automatic and will only be considered in exceptional circumstances.

5.3 Human Rights Charter

This Policy has been reviewed against and complies with the Charter of Human Rights and Responsibilities 2006.

6 Related Documents and Resources

6.1 Legislation / External Documents

Key relevant legislation and external documents include (but are not limited to):

- *Local Government Act 2020* (Vic), with specific reference to:
    - s47 – Delegations by Chief Executive Officer
    - s49 – Code of conduct for members of Council staff
    - s53-54 – Audit and risk committee
    - s55-58 – Community accountability
    - s70 – Prohibition of Councillor discretionary funds
    - s107 – Complaints policy

  - s123-125 – Improper conduct
  - s126-131 – Conflict of interest
  - s137-138 – Gifts
  - s139-140 – Councillor conduct
- *Associations Incorporation Reform Act 2012* (Vic) & Associations Incorporation Reform Regulations 2023
- Australian National Audit Office (ANAO) Reports
- *Charities Act 2013* (Cth)
- Charter of Human Rights and Responsibilities
- *Commonwealth Grants Rules and Guidelines (CGRGs, 2017, Dept. of Finance)*
- *Corporations Act 2001* (Cth)
- *Disability Discrimination Ast 1992 (Cth) & Disability Inclusion Principles*
- *Emergency Management Victoria Act 2005* (Vic)
- *Equal Opportunity Act 2010* (Vic)
- *Gender Equality Act 2020* (Vic)
- *Occupational Health and Safety Act 2004* (Vic)
- *Privacy Act 1988* (Vic)
- *Privacy and Data Protection Act 2014* (Vic)
- *Public Health and Wellbeing Act 2008* (Vic)
- *Racial and Religious Tolerance Act 2001* (Vic)
- *Victorian Auditor-General's Office (VAGO) Fraud and Corruption Control – Local Government and Grants Programs*
- Victorian Child Safe Standards (2022)
- *Victorian Grants Management Framework (DFFH/DTF)*
- *Victorian Integrity Agencies Guidance (from IBAC and the Local Government Inspectorate)*

6.2 Internal Documents

Key relevant internal documents include (but are not limited to):

- Child Safe Policy
- Complaints Policy
- Conflict of Interest Policy
- Council & Wellbeing Plan 2025-29 and supporting policies, strategies and action plans
- Election Period Policy
- Fraud and Corruption Policy
- Grants Assessment Panel Terms of Reference
- *Grant application and funding forms*:
  - *Application*
  - *Eligibility Check*
  - *Assessment*

- *Funding Agreement*
- *Funding Variation*
- *Acquittal*
- *Conflict of Interest declaration*
- *Councillor Declaration*

- Instruments of Delegation
- Leasing Policy
- Kingston *Grants* Program Guidelines

6.3 Resources

For all Kingston Grants Program information including this Policy, the Program Guidelines, and supporting guidance, please refer to Kingston's website: https://www.kingston.vic.gov.au/community/grants

This Policy is available in a variety of formats including hard copy, electronic, and large print from Council's website and Community Grants Officers - 1800 635 356. For translation services please call TIS on 131 450.

7 Definitions

Activity	A service, program, project, event, or other pursuit that is the subject of an *application* or *grant*.
Acquittal	Information provided by a *recipient* that ensures that funds have been spent and administered in line with the conditions of the *grant*. An *acquittal* is a report that outlines how the funds were spent (financial) and what was achieved with the support, including activities delivered, outcomes and benefits to the community.
Applicant	An *organisation,* business or artist who applies for a *grant*.
Application	The formal documented request for a *grant* submitted by an *applicant*, typically in response to a set of questions and information requested.
Auspice	An agreement where one *organisation* agrees to apply for and manage a *grant* on behalf of another *organisation*. The *auspice* is responsible for financial and *acquittal* requirements.
Category	Refers to a specific offering under a *grant stream*. At times, they may have further specified objectives.
Funding Agreement	Sets out the general terms and conditions, additional terms and conditions and schedules relevant to the funded *activity.*
Funding Variation	Any approved change to the original terms of a funding agreement between Council and a grant *recipient*. This may include amendments to the purpose, scope, timelines, or conditions of a funded activity. Variations must be formally requested by the grant *recipient*, assessed by Council, and approved in writing before the change can take effect.

Grant	Money given to organisations and community groups, business or artists for a specified purpose that is consistent with, and helps achieve, priority objectives and outcomes of both Council and the *organisation,* business or artist.
Grant stream	A specific offering under an umbrella *grants* program tied to specific objectives.
Incorporated	Incorporated under the *Associations Incorporation Reform Act 2012* (Vic) or other relevant legislation.
Kingston	Municipality of Kingston, Victoria (City of Kingston)
Local Business	In the context of these grants, a local business is defined as a business registered within the City of Kingston that has been operating for at least 12 months, has an annual turnover of less than $1,000,000 and provides their Australian Business Number (ABN)
Minor capital works	In the context of this Policy, Minor Capital works includes the renewal of fitted or fixed equipment or furnishings for community use (such as netting behind goal posts, goal post installation, fencing, carpet replacement, lighting upgrades, playing surface upgrades, kitchen upgrades, electronic scoreboards, painting a hall, and seating), where the total project value is less than $100k.
Organisation and Community Group	An entity consisting of a group of people that has a shared purpose and carries out *activities* in support of the shared purpose. In context of this Policy, it includes community groups and clubs.
Recipient	An *organisation,* business or artist who receives a *grant*.
Strategic priorities	Collective term referring to Council's strategic directions, objectives and priorities as set out in the Council & Wellbeing Plan 2025-29 supporting policies, strategies, and action plans.

8 Appendix A: Kingston Grants Program - Grant Streams Overview

Grant stream	**Community Events Grants**	**Operational & Partnership Grants**	**Community Bi-Annual Grants**	**Community Small Grants**
Focus	Community Event support	Operational support	One-off activity support	One-off activity support
Description	Support event organisers to establish and deliver safe, successful, and sustainably operated-annual community events or a program or series of community events in Kingston	Support provision and development of key community services, programs and other initiatives that align with Council's strategic priorities.	Support delivery of projects and activities that align with Council's strategic priorities.	Support smaller scale projects and activities that strengthen community participation, help the environment, improve group sustainability.
Who the grants are for	Not-for-profit organisations and community groups	Not-for-profit organisations and community groups	Not-for-profit organisations and community groups, auspiced artists, and local businesses	Not-for-profit organisations and community groups seeking incorporation

Categories	No categories but can support larger community events or a series of community events	• Neighbourhood Houses & Community Centres
		• Multicultural & Seniors
		• Welfare Services
		  ○ Emergency Relief
		  ○ Welfare Support
		• Community Interest Organisations
			• Community Projects & Programs
			• Small Community Events
			• Minor Capital Works
			• Arts Projects & Programs
			• Local Business Community Impact
				• Community Projects & Programs
				• Community Celebrations
				• Small Equipment
				• Capacity Building
				• New Group Start-up Support

Amount (ex GST unless specified)	Up to $25,000	• Neighbourhood Houses & Community Centres – up to $100,000 (with 3% annual increase)
		• Welfare Services
		  ○ Emergency Relief – Up to $110,000
		  ○ Welfare Support – Up to $60,000
		• Community Interest Organisations – up to $20,000
		• Multicultural & Seniors – up to $7,000 (including maximum qualitative funding)
			Up to $10,000	Up to $2,000

Term	3 years	3 years	1 year	1 year
Frequency offered	Assessed annually (until funding is exhausted)	Assessed annually (until funding is exhausted)	Bi-annual (twice a year)	Always open (until funding is exhausted)
Application process	Application form, online	Application form, online	Application form, online	Application form, online
Assessment and approval process	Council officer(s) eligibility check and assessment. Panel recommendation presented to Council for a decision.	Council officer(s) eligibility check and assessment. Panel or funding formula recommendation presented to Council for a decision.	Council officer(s) eligibility check and assessment. Panel recommendation presented to Council for a decision.	Council officer(s) eligibility check and assessment. Decision by Council officer(s) by delegations, reporting to Council for noting.
Contract type	Funding Agreement	Funding Agreement	Funding Agreement	Funding Agreement - simple
Report type	Annual Report Financial Acquittal	Annual Report Financial Acquittal	Final Report Financial Acquittal	Final Report Financial Acquittal

Kingston Grants Program

Community Bi-annual Grant Guidelines 2026-2027

community inspired leadership

City of KINGSTON

Support and Accessibility

Council is committed to ensuring that every person interested in applying for a grant has equal access to information and services.

- Council officers can help support you to submit your application.
- Language Assistance: Call 131 450, say 'City of Kingston,' and provide 1300 653 356.
  - Βοήθεια Γλώσσας: Καλέστε το 131 450, πείτε «City of Kingston» και δώστε τον αριθμό 1300 653 356.
  - 语言协助：请拨打 131 450，说“City of Kingston”，然后提供 1300 653 356.
  - Языковая помощь: Позвоните по номеру 131 450, скажите «City of Kingston» и предоставьте номер 1300 653 356.
  - Assistenza linguistica: Chiama il 131 450, dì “City of Kingston” e fornisci il numero 1300 653 356.
- Communication Access: Call the National Relay Service on 133 677 and quote 1300 653 356.

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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About these Guidelines

These guidelines explain what the grant can fund, who can apply, how to apply, how applications are assessed, how funding decisions are made, how to manage your grant, and where to get help. Applicants should refer to both the Kingston Grants Program Policy and these guidelines to prepare an application.

What we fund

Community Bi-annual grants support new or once-off activities that align with Council's strategic priorities and are located in Kingston. The program is open for applications twice a year, with each recipient eligible to receive only one grant annually.

Funding categories include:

- Community Projects & Programs
- Small Community Events
- Minor Capital Works
- Arts Projects & Programs
- Local Business Community Impact

Funding available

Community Bi-annual grants provide funding up to $10,000.

2026/27 Funding Priorities

Council has identified annual funding priorities to encourage applications that respond to emerging needs. While applicants are encouraged to apply for any project that aligns with the overall objectives of the grant program, proposals that clearly demonstrate alignment with one or more of the following funding priorities will be highly regarded:

- Initiatives that strengthen social connection and community wellbeing including activities aligned with Neighbour Day, World Mental Health Day, or Loneliness Awareness Week.
- Initiatives that promote mental health and wellbeing outcomes in the community.
- Family violence prevention initiatives designed and delivered by culturally diverse community groups for community.
- Capacity-building programs that strengthen leadership, governance, and administrative skills within community organisations and trader associations.
- Programs or events that recognise days of cultural significance such as Australia Day or Lunar New Year.
- Activities that use art as an avenue to connect with community.
- Climate action and resilience education initiatives.
- Support for integrating sustainability and waste management practices into community events or activities.
- Volunteer engagement and succession planning initiatives that support the sustainability of community groups.

Eligibility

Applications must:

- Align with the key directions of the Council & Wellbeing Plan 2025–29.
- Align with the purpose and requirements of this grant stream.
- Include current public liability insurance with an appropriate level of cover and Certificate of Currency.
- Provide quotes for each item or service to be funded.
- Be submitted by the due date.

Applicants must:

- Be located in Kingston; or if located outside of Kingston, be able to demonstrate your activity provides a significant benefit to the Kingston community; OR for the Local Business Community Impact category, have a registered business within Kingston.
- Have no overdue grant reports or debts with Council.
- Not have received a Kingston Grants Program or Kingston Charitable Fund grant for the same activity within the same financial year.
- Comply with all Council policies, laws (including Child Safe Standards), government directions, and legal agreements, and provide a copy of your Child Safe Standards Policy (if applicable).
- Have no active breaches against the obligations of Consumer Affairs Victoria, the Australian Not-for-Profit and Charities Commission, the Australian Securities and Investment Commission, Fair Work Ombudsman, WorkSafe Victoria, or Environmental Protection Authority Victoria as applicable.
- Be legally constituted (e.g. incorporated association, company limited by guarantee, Aboriginal Corporation, Statutory Authority, or a Church established by legislation) or be auspiced by a legally constituted organisation. If applicable, evidence of legal status and/or a copy of the auspicing agreement must be provided.
- Be not-for-profit and managed by a volunteer board/committee of management; or auspiced by a not-for-profit managed by a volunteer board/committee of management and provide evidence of your last Annual Report or AGM minutes complying with Consumer Affairs Victoria, Australian Charities and Not-for-Profits Commission, or Australian Securities and Investments Commission obligations; OR for the Local Business Community Impact category, be a for-profit business having operated in Kingston for a minimum of 12 months, have an annual turnover of less than $1 million, and provide your Australian Business Number (ABN).
- Be financially sustainable and able to operate for the full funding and reporting period with support from the grant and provide your organisations latest financial statement complying with Consumer Affairs Victoria, Australian Charities and Not-for-Profits Commission, or Australian Securities and Investments Commission obligations.
- Not receive a direct income from gambling activities, undertake or promote gambling.

Funding will not be provided for:

- Religious or political activities related to worship, promotion, protest or campaigns.
- Activities that are the core responsibility of State or Federal Governments or schools.
- Gambling-related activities; building works or facility hire at a venue with gaming machines or other forms of gambling (unless no viable alternative exists).
- Hire of venues that are inappropriate for the nature of the activity, owned by the applicant, or outside the geographical boundaries of the City of Kingston.

- Replacement or top-up of discontinued or reduced income.
- Retrospective funding (for activities already completed).
- Minor Capital Works that are already budgeted in Council's latest Capital Works Program.
- Fireworks, alcohol or other drugs.
- Trophies, prizes or fundraising items.

Category overview

Community Projects & Programs

Funding is available for projects and programs that enable not-for-profit organisations and community groups to strengthen the social fabric of Kingston. Equipment may be included as part of a broader project or program; however, applications solely for the purchase of equipment will not be accepted.

Projects must align with the Council & Wellbeing Plan 2025-29 and may focus on areas such as:

- Access and inclusion
- Physical or mental health
- Loneliness and isolation
- Safety and community wellbeing
- Animal welfare
- Climate action

Small Community Events

These grants provide support for smaller-scale events that connect, strengthen, and celebrate Kingston's diverse community.

Events must:

- Be held within Kingston
- Be open to and widely promoted across the Kingston community
- Align with the Council & Wellbeing Plan 2025-29

Examples include small performing arts, community festivals, competitions or cultural celebrations such as NAIDOC Week, Australia Day, Chinese New Year, Diwali, Eid al-Fitr, or Hanukkah.

Council will not provide funding for events associated with religious worship, congregation, secular promotion, protest, or campaigns.

If your activity uses a venue or public space, you are responsible for organising and managing the hire.

Additional Required Documents
Provide evidence of an Event Notification form for events held in an open (outdoor) space on Council land.

Minor Capital Works

These grants help pay for small improvements to community buildings or outdoor spaces in Kingston.

They can also help with buying and installing energy-efficient appliances or equipment.

You can use the funding for:

- Small repairs or upgrades
- Energy-saving appliances or equipment that need installation

Examples include fixing or improving buildings, adding energy-efficient fittings, new flooring or paving, security cameras, weather stations, fences and gates, shade structures, and community gardens. Funding is not available for Minor Capital Works already included in Council's current Capital Works Program or ongoing maintenance.

Projects that make buildings easier to use or that save energy will be given priority.

Minor Capital Works have funding co-contribution requirements:

- If you have a Group 1 Council Lease (no liquor license): No co-funding needed.
- If you have a Group 1 Council Lease (with a liquor license): You must match Council's funding 1:1 (cash or in-kind).
- If you have a Group 2 Council Lease (with or without a liquor license): You must match Council's funding 1:1 (cash or in-kind).
- If you are a not-for-profit leasing private property: You must match Council's funding 1:1 in cash (in-kind not accepted).

Note: Group 1 and Group 2 are defined in Council's Lease and License Policy and relate to an organisation's capacity to generate significant income.

For the installation of cameras (including weather stations), applicants must also:

- Make sure your footage does not capture anyone else's private property.
- Store footage securely.
- Not store footage for more than 30 days.

Additional Required Documents

Provide evidence of an Approval in Principle (AIP) from Council for works on Council-owned property; or for works on non-Council-owned property provide evidence of ownership, or a letter of approval from the landlord.

Arts Projects & Programs

These grants provide support for artists seeking to create and present arts activities in Kingston, such as performances, exhibitions, or other creative initiatives. Non-incorporated artists or creative groups must be auspiced by a not-for-profit organisation or group to be eligible.

Additional Required Documents

Include the artists resumé and examples of recent work, if applying for works of art.

Local Business Community Impact

Funding is available to for-profit businesses that have operated in Kingston for a minimum of 12 months, who deliver activities enhancing community diversity and participation.

You can use the funding for activities or services that enable Kingston residents to participate, learn,

connect, or improve wellbeing. Activities must demonstrate clear community benefit beyond commercial gain.

Examples include:

- Creative participation such as visual arts classes, pottery workshops, music and choir sessions, theatre groups, photography courses, or sewing and craft programs.
- Physical and wellbeing activities such as dance, yoga, Pilates, martial arts, Tai Chi, low-impact fitness for older adults, or inclusive sports programs designed to build skills and social engagement.
- Cultural enrichment and community connection such as multicultural cooking classes, language learning groups, or cultural arts programs that celebrate and share diverse traditions.
- Skill-building experiences such as creative writing courses, digital literacy workshops tailored to community needs, or capacity-building programs for youth.
- Inclusive and accessible programs designed specifically for priority groups such as people with disability, older people, young people, or culturally diverse communities.

The Local Business Community Impact category has funding co-contribution requirements. Applicants must match $1:$1 funding.

Additional Required Documents

- Evidence of operation in Kingston for a minimum of 12 months
- Evidence your business has an annual turnover of less than $1million
- Provide your Australian Business Number (ABN)

When to apply

Applications open twice a year. You can apply once per round and receive only one grant per financial year in this stream. Check Council's website for opening dates.

Who can apply

- Not-for-profit organisations and community groups or those operating under an approved auspice agreement.
- Incorporated or auspiced artists through the Arts Projects & Programs category.
- Eligible businesses can apply to the Local Business Community Impact category.

How to apply

1. Visit: www.kingston.vic.gov.au/community/grants/grants-program
2. Create a SmartyGrants account if you don't have one.
3. Fill in the application form and provide the required documents.

Required documents:

- Your annual report or AGM minutes
- Evidence of legal status
- A copy of your latest annual financial statement
- A copy of your (or your Auspice) current Public Liability Insurance (Certificate of Currency)

- Your Child Safe Standards Policy (if applicable)
- Any required permits or approvals (e.g., building, planning, landowner, business owner)
- Quotes for any items or services you intend to purchase with grant funds
- Category specific – see 'Additional Required Documents'

4. Review your application. We can only assess applications that include all required documents.
5. Submit your application through SmartyGrants. You will receive notification if you have successfully submitted.

How applications are assessed

Applications are assessed and scored by the Kingston Grants Program Assessment Panel against the following criteria:

Assessment Criteria	Good (5)	Okay (3)	Poor (1)
Activity Description (Weighting 10%) (Project Activity, Event or Operational activities)	The activity is clearly described and aligns well with the project plan and budget.	The activity description is somewhat unclear and partially aligns with the plan and budget.	The activity is unclear and does not align with the project plan or budget.
Community Need & Benefit (Weighting 35%)	Clear and convincing evidence of community need, showing benefit to a broad or specific group in Kingston.	Some evidence of community need and potential benefit to a group in Kingston.	Community need and benefit are unclear or not demonstrated.
Clear Activity Plan (Weighting 30%) (Project Activity, Event or Operational activities)	Detailed tasks with timelines, demonstrating clear capacity to deliver the activity.	Basic activity plan with some tasks and timelines, showing some capacity to deliver.	Activity plan lacks clarity, timelines are missing, and capacity to deliver is not demonstrated.
Alignment to Council and Wellbeing Plan (Weighting 10%)	Completely aligned	Partially aligned	Not aligned
Budget (Weighting 10%)	Budget aligns with the activity plan, includes detailed itemised quotes, and shows balanced and realistic income and expenses.	Budget generally aligns with the plan, includes some quotes, with minor inconsistencies.	Budget lacks detail, does not align with the activity plan, lacks itemised quotes, and is unbalanced.
Organisation's Financials (Weighting 5%)	Applicant needs Council funding to deliver the activity	Applicant could benefit from Council funding to deliver the activity	Applicant can fund the activity without Council funding

Funding decisions

Round 1 Applicants will be notified of the outcome following the June Council meeting.
Round 2 Applicants will be notified of the outcome following the December Council meeting.

To keep the process fair for everyone, applicants must not contact or try to influence Councillors, Council staff, or members of the Assessment Panel about the outcome of your application. Any lobbying or attempt to influence the outcome may result in the application being withdrawn from consideration.

Funding decisions are made by Council. Council's decision is final.

- If your application is successful, your funding amount is fixed.
- If your application is not successful, you can ask for feedback or apply again.
- If you are unhappy with the process, you can make a complaint through the Kingston website: www.kingston.vic.gov.au/council/council-documents/plans-policies-and-reports/complaints-policy

Managing your grant

Successful applicants will need to:

- Sign a funding agreement and provide a tax invoice for payment.
- Acknowledge Council support in any promotions.
- Report back with receipts and a short summary (acquittal) of what was achieved (the outcome) within two months of completing your activity. If receipts cannot be provided, please contact Kingston Grants officers to discuss alternative documentation. Council may request further information to verify acquittal information. Failure to submit an acceptable acquittal by the due date will result in ineligibility to apply for future grants.
- Agree to any audit requests related to the funded activity.

Any change to your activity as outlined in your application require a funding variation request. Please contact the Kingston Grants Officers to discuss the proposed changes.

Where to get support

For more information about the Kingston Grants Program, please contact the Kingston Grants Officers.

Postal Address:	PO Box 1000, Mentone VIC 3194
Telephone:	1300 653 356
Email:	community@kingston.vic.gov.au
Website:	kingston.vic.gov.au

It is recommended you speak with a Council officer before applying — they can guide you through the process.

Ordinary Council Meeting

23 November 2026

Agenda Item No: 8.3

KINGSTON GRANTS PROGRAM 2024-25 AND 2025-26 ACQUITTALS

Contact Officer: Gillian Turnbull, Coordinator Community Capacity

Rachael Hurley, Community Grants Officer

Purpose of Report

The purpose of this report is to present a summary of acquittals for the following Kingston Grants Program funding streams:

- 2024-25 Round 2 Community Bi-annual Grants;
- 2025-26 Round 1 Community Bi-annual Grants;
- 2025-26 Operational & Partnership Grants (excluding the Multicultural & Seniors category);
- 2025-26 Community Events Grants.

The report also presents three late acquittals for Council's consideration and a request to transfer the Careworks funding agreement from Chelsea Community Church of Christ to Uniting By the Bay Chelsea Carrum.

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 acquittal outcomes for the following Kingston Grants Program funding streams:
   a) 2024-25 Round 2 Community Bi-annual Grants;
   b) 2025-26 Round 1 Community Bi-annual Grants;
   c) 2025-26 Operational & Partnership Grants, excluding the Multicultural & Seniors category; and
   d) 2025-26 Community Events Grants;
2. Accept the late acquittals from Emerge, Chabad House of Dingley Village and Zee Cheng Khor Moral Uplifting Society;
3. Note that the Danny Frawley Centre has not submitted its acquittal for the 2025-26 Round 1 Community Bi-annual Grants and is therefore is ineligible to apply for funding through the Kingston Grants Program for 12 months, remaining ineligible thereafter until the acquittal is received and accepted, in accordance with the Kingston Grants Program Policy; and
4. Approve the transfer of the 2024-27 Operational & Partnership Grant (ID: 2024-27 13 CIO), including the 2026-27 allocation of $13,200 and associated rights and obligations, from Chelsea Community Church of Christ to Uniting By the Bay Chelsea Carrum, subject to completion of the required administrative arrangements.

1. Executive Summary

This report presents a summary of acquittal outcomes for the following Kingston Grants Program funding streams:

- 2024-25 Round 2 Community Bi-annual Grants;
- 2025-26 Round 1 Community Bi-annual Grants;
- 2025-26 Operational & Partnership Grants (excluding the Multicultural & Seniors category); and
- 2025-26 Community Events Grants.

This report responds to a recommendation of the Councillor Grants Governance Working Group which was endorsed by Council on 27 October 2025:

> *Acquittal summaries regarding major grant streams are provided to Council annually (Community Bi-annual Grants, Operational & Partnership Grants (excluding Multicultural & Seniors category), and Community Events Grants).*

Grant acquittals provide assurance that funded activities have been delivered in accordance with grant agreements and that Council funding has been used appropriately. They report on project outcomes, community benefit, participation levels and expenditure.

The report also seeks Council approval to accept three acquittals for which the required supporting information was received after the final extended deadline. The acquittals have been assessed as satisfactory, the funded activities were delivered, and grant funds were expended in accordance with the relevant funding agreements. However, the acquittals cannot be accepted administratively under the current Kingston Grants Program Policy (Appendix 2) due to the late receipt of the information. Further details are provided in Section 3.3.

The report also proposes transfer of the 2024-27 Operational & Partnership Grant (ID: 2024-27 13 CIO), including the 2026-27 allocation of $13,200 and all associated rights and obligations, from Chelsea Community Church of Christ to Uniting By the Bay Chelsea Carrum, as outlined in Section 3.5.

1.1 Acquittals Summary

A total of 94 acquittals were due across the relevant Kingston Grants Program funding streams, representing an investment of $1,523,443. During the reporting period, two funding agreements were terminated and the full grant amounts returned. As these agreements are no longer subject to acquittal, they have been excluded from the results reported below. Excluding the terminated grants, $1,517,600 in funding is represented in the acquittal outcomes.

Of the remaining 92 acquittals, representing $1,517,600 in funding, 89 have been received. Of these, 86 have been accepted and three have been assessed as satisfactory but remain subject to Council consideration. The three acquittals required additional supporting information. Following multiple email and telephone follow-ups and extended submission timeframes, the outstanding information was received one day after the extended deadline for two recipients and two days after for the third. Officers are satisfied that the funded activities were delivered and grant funds were expended in accordance with the funding agreements. The proposed acceptance of these acquittals, including the relevant policy considerations, is discussed in Section 3.3.

Of the remaining three grants, one acquittal has not been submitted, one has an approved variation extending the funding term to July 2027, and one is subject to a variation request currently under consideration (officers are awaiting further information from grant recipient).

One Operational & Partnership Community Interest Organisation grant is also the subject of a proposed funding agreement transfer. Their 2024-25 and 2025-26 acquittals have been accepted, unspent funds of $4,084.90 from 2025-26 have been returned to Council, and the proposed transfer of the remaining funding to the continuing delivery partner is discussed further in Section 3.5.

A total of 89 acquittals have been received and assessed as satisfactory. Of these, 86 have been accepted administratively and three are subject to Council acceptance due to the late receipt of supporting information. Together, these 89 acquittals report total participation of 277,546 participants, including 213,310 Kingston residents. Refer to Appendix 1 for full acquittal details.

Key outcomes included:

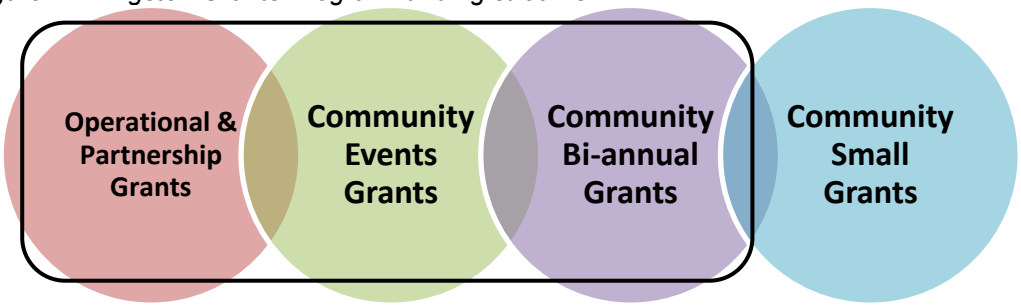
- Improved community infrastructure and facilities - grants funded upgrades such as air conditioning, shade sails, flooring, storage facilities, accessibility equipment, sporting equipment and community spaces, creating safer, more accessible, comfortable and functional environments for participants.
- Increased social connection and reduced isolation - programs brought people together through community events, arts and cultural activities, singing groups, cooking workshops, sporting activities and volunteer opportunities, helping strengthen relationships, belonging and community cohesion.
- Enhanced health, wellbeing and participation - initiatives supported physical activity, mental health, healthy lifestyles, road safety education and wellbeing programs, improving confidence, resilience, fitness and overall quality of life for participants.
- Greater inclusion and accessibility - funding increased participation opportunities for seniors, women and girls, people with disabilities, culturally diverse communities, young people and financially disadvantaged residents, reducing barriers and promoting equitable community access.
- Strengthened community services and support for vulnerable residents - grants enabled the delivery of food relief, emergency assistance, counselling, legal support, community information, financial assistance and volunteer led services that helped residents experiencing hardship.
- Growth in community capacity, skills and cultural vibrancy - projects built skills through education, training, mentoring and volunteer development, while supporting arts, culture, heritage and community events that celebrated diversity, encouraged lifelong learning and fostered local pride.

2. Background

The Kingston Grants Program supports organisations and community groups to deliver initiatives that benefit the Kingston community and advance Council's strategic priorities. Approximately $1.8 million is distributed annually across areas including health and wellbeing, arts and culture, sport and recreation, education, environment, and community development.

Introduced on 1 January 2024 and subsequently refined in 2025 and 2026, the Kingston Grants Program comprises four grant streams (outlined in Figure 1) and is administered by a dedicated central grants team. This report relates to the Operational and Partnership Grants, Community Events Grants and Community Bi-annual Grants.

Figure 1 - Kingston Grants Program funding streams



This report responds to recommendation nine of the Councillor Grants Governance Working Group, as endorsed at the Council Meeting on 27 October 2025, to provide Council with acquittal summaries for all major grant streams.

An acquittal is the process of reporting back to Council on how the grant money was spent and whether the funded activity or project was completed as agreed. It is the final accountability step following receipt of a grant and includes a written report describing what was achieved, evidence of how the funds were spent, and outcomes such as participant numbers, community benefit and feedback.

Acquittals must be received and accepted before an applicant is eligible to receive further funding, either through a new grant or the next year of funding under a triennial agreement, such as an Operational & Partnership Grant.

2.1 Governance Improvements Implemented

Since the 2024-25 acquittal report, a range of governance improvements have been implemented to strengthen accountability, consistency and transparency across the Kingston Grants Program, informing the assessment process outlined in this report.

3. Discussion

3.1 Acquittals Governance

The Councillor Grants Governance Working Group met on three occasions (9 February, 2 March and 30 March 2026) and made six recommendations to strengthen acquittal governance, which were endorsed by Council on 27 April 2026.

The recommendations resulted in a range of improvements to strengthen accountability, transparency and consistency across the acquittals process. These included updates to funding agreements, enhanced conflict of interest requirements, clearer evidence-of-expenditure requirements, defined submission timeframes, and the introduction of an acquittal assessment framework.

Key changes to acquittal reporting requirements include:

- Grant recipients are required to submit a complete acquittal by the specified due date. Council reserves the right to decline acquittals that are incomplete, inaccurate or submitted late.
- All acquittals are reviewed to confirm that funding has been used for the approved purpose. Where additional information is required, recipients are provided with 30 days to address outstanding matters, followed by a final 10-day follow-up period if required.
- Failure to submit an accepted acquittal within these timeframes will result in the organisation being ineligible for future funding. For triennial grant recipients, subsequent annual payments will not be released until acquittal requirements have been satisfactorily met.

To improve transparency and consistency, an acquittal assessment framework was also introduced. Acquittals are assessed against three criteria:

- Timely submission of a complete acquittal (30%);
- Delivery of the funded activity in line with its intended purpose (30%); and
- Achievement of the proposed outcomes (40%).

The total acquittal score for each grant is included in Appendix 1.

Acquittal assessments consider the extent to which grant acquittals have complied with funding conditions, demonstrated appropriate use of funds, delivered funded activities and reported on intended outcomes. Assessment scores indicate alignment with Council's assessment criteria and support consistent reporting of acquittal outcomes.

A score of 75 or above has been adopted as an internal benchmark to identify acquittals demonstrating strong alignment with these criteria and provide a consistent basis for comparison over time. Scores do not, of themselves, determine grant eligibility or replace assessment against funding agreement and policy requirements. The benchmark is specific to Council's assessment framework and does not represent an industry-wide standard.

The governance outcomes for the 2024-25 Round 2 Community Bi-annual Grants, 2025-26 Round 1 Community Bi-annual Grants, 2025-26 Operational & Partnership Grants (excluding the Multicultural & Seniors category), and 2025-26 Community Events Grants are outlined in Table 1. Acquittal assessments demonstrated strong performance across compliance, delivery and outcomes, with most grant recipients delivering funded activities in line with their approved purpose, achieving the intended outcomes, and attaining scores 75 or above out of 100.

Table 1: Grant Acquittal Status

Grant Stream	Number of Acquittals Due	Funding Variations Approved / Pending	Acquittals Not Submitted	Acquittals Submitted Late, Pending Council Acceptance	Acquittals Accepted	Accepted Acquittals Scoring 75/100 or Above
2024-25 Round 2 Community Bi-annual Grants	19*	0	0	0	18	15 (83%)
2025-26 Round 1 Community Bi-annual Grants	26*	2	1**	1	21	16 (76%)
2025-26 Community Interest Organisations	22	0	0	0	22	21 (95%)
2025-26 Specialist Community & Welfare Services	11	0	0	1	10	9 (90%)
2025-26 Neighbourhood Houses & Community Centres	7	0	0	0	7	7 (100%)

2025-26 Community Events	9	0	0	1	8	7 (88%)

* The “number of acquittals due” column includes one funding agreement in each of these grant streams that was terminated following approval, with the full grant amount returned to Council. These agreements have been excluded from the remaining acquittal status columns.
**Grants Policy consequence: Recipient is ineligible to apply for funding for 12 months and will remain ineligible after this period until the acquittal is received and accepted.

3.2 Community outcomes

This section summarises outcomes reported through acquittals across the relevant grant streams. Participation figures and outcome measures presented in this report are self-reported by grant recipients and have not been independently verified by Council. These figures are considered alongside other acquittal evidence, including narrative reporting, expenditure verification and reported outcomes, to assess the delivery and impact of funded activities.

3.2.1 2024-25 Round 2 Community Bi-annual Grants

Acquittals from the 2024-25 Round 2 Community Bi-annual Grants stream demonstrate strong community outcomes through improvements to local facilities, delivery of essential services, and opportunities for residents to participate, connect and thrive. Funded projects included heating and cooling upgrades, playground improvements, kindergarten furnishings, accessible beach equipment, and resources for local clubs. Grants also supported inclusive programs and events that promoted health and wellbeing, cultural participation, recreation, creativity, social connection, and support for vulnerable community members. Collectively, these activities engaged approximately 8,279 participants, including 6,799 Kingston residents.

3.2.2 2025-26 Round 1 Community Bi-annual Grants

Acquittals from the Round 1 Community Bi-annual Grants stream demonstrate a range of community benefits, including improved facilities, increased social support, and opportunities for learning, wellbeing and connection. Funded projects supported safer and more inclusive facilities, sporting equipment and participation pathways, as well as food relief, winter essentials, road safety education and mental wellbeing initiatives. Grants also enabled accessible arts, cultural and social events that celebrated diversity, shared local stories, and strengthened connections among young people, seniors and the broader Kingston community. Collectively, these activities engaged approximately 11,332 participants, including 8,336 Kingston residents.

Acquittals for the 2025-26 Community Bi-annual Grants (Round 2) are due in February 2027 and will be reported to Council later that year.

3.2.3 2025-26 Operational & Partnership Grants – Community Interest Organisations

Funding through the Operational & Partnership Grants – Community Interest Organisations category supported a broad range of operational and program costs, enabling community organisations to continue delivering services such as wildlife rescue and education, local history preservation, community broadcasting, accessible music and writing programs, volunteer recognition initiatives, and activities that strengthened cultural participation and community connection. The funding also supported the delivery of essential emergency

relief across Kingston, including food, meals, clothing, furniture, utility assistance, and education-related support for residents experiencing hardship.

These activities engaged 18,594 participants, including 15,307 Kingston residents.

3.2.4 2025-26 Operational & Partnership Grants – Specialist Community & Welfare Services

Funding through the Operational & Partnership Grants – Specialist Community & Welfare Services category supported the delivery of emergency relief, financial counselling, advocacy, referral services, and specialist legal, family violence, youth and women's wellbeing programs. Most organisations reported no significant changes to service delivery, with one expanding program days and another reducing hours in line with its funding agreement. Activities engaged 36,173 participants, including 15,545 Kingston residents. The lower proportion of Kingston residents reflects the regional catchments of several funded organisations.

3.2.5 2025-26 Operational & Partnership Grants – Neighbourhood Houses & Community Centres

Funding through the Operational & Partnership Grants – Neighbourhood Houses & Community Centres category supported the operational capacity of community centres, including staffing, administration, maintenance and operating costs. This enabled affordable programs, education, food relief, volunteering opportunities and social support that reduced isolation, strengthened wellbeing and inclusion, and increased community participation. Activities engaged 186,277 participants, including 154,521 Kingston residents.

3.2.6 2025-26 Community Events Grants

Funding through the Community Events Grants category supported inclusive cultural, arts, recreation and community events that reduced participation barriers, sustained event delivery, increased attendance, and strengthened community connections across Kingston. Funded events promoted cultural celebration, social inclusion, volunteering, family engagement and skill development, fostering a sense of belonging and bringing together people of all ages, backgrounds and cultures. Activities engaged 16,891 participants, including 12,802 Kingston residents.

3.2.7 Summary of all acquittals

Acquittal reports for the 2024-25 Round 2 Community Bi-annual Grants and 2025-26 Round 1 Community Bi-annual Grants, Operational & Partnership Grants (excluding the Multicultural & Seniors category), and Community Events Grants streams demonstrate significant community reach and impact across all funding streams. Collectively, funded activities and programs engaged 277,546 participants, including 213,310 Kingston residents. This reflects the breadth of engagement achieved through the program and its significant benefit to Kingston residents. Overall, acquittals demonstrate strong community outcomes and broad participation by Kingston residents.

Table 2: Summary of funding and participants

Grant Stream	Funding Allocated	Funding Expenditure (excluding terminated grants)	Participants	Kingston Resident Participants
2024-25 Round 2 Community Bi-annual Grants	$80,327	$76,984*	8,279	6,799 *(82%)*
2025-26 Round 1 Community Bi-annual Grants	$118,609	$116,109*	11,332	8,336 (74%)
2025-26 Community Interest Organisations	$87,131	$87,131	18,594	15,307 *(82%)*
2025-26 Specialist Community & Welfare Services	$534,480	$534,480	36,173	15,545 *(43%)***
2025-26 Neighbourhood Houses & Community Centres	$568,000	$568,000	186,277	154,521 *(83%)*
2025-26 Community Events	$134,896	$134,896	16,891	12,802 *(76%)*
Totals	**$1,523,443**	**$1,517,600**	**277,546**	**213,310**

* Differences between allocated and actual expenditure are from grant terminations (total $5,843).
** The proportion of Kingston residents in the Specialist Community & Welfare Services category is lower because several funded organisations provide services across multiple municipalities. For example, one organisation supported 16,500 people, including 1,851 Kingston residents, during the reporting period.

Overall, the acquittals demonstrate strong compliance with grant requirements, significant community participation, and the successful delivery of a diverse range of initiatives that support Council's community wellbeing objectives. Funded projects improved community infrastructure and facilities, strengthened social connection, enhanced health and wellbeing, and increased opportunities for participation across the municipality.

The grants also promoted greater inclusion and accessibility for seniors, young people, people with disabilities, culturally diverse communities, women and girls, and residents experiencing financial hardship. Funding supported essential community services such as food relief, emergency assistance, counselling and volunteer-led programs, while also building community capacity through education, training, mentoring, arts, culture and community events that fostered skills development, social cohesion and local pride.

3.3 Acquittals submitted after the extended deadline

At its meeting on 27 April 2026, Council endorsed the recommendations of the Councillor Grants Governance Working Group to strengthen accountability, transparency and consistency in acquittal reporting.

These changes were incorporated into the Kingston Grants Program Policy, Funding Agreements and Program Guidelines. Following further changes endorsed by Council on 26 October 2026, the Policy was updated and is now in effect (refer to Appendix 2).

Consistent with the acquittal timeframes outlined in Section 3.1, three acquittals remained incomplete beyond the specified due date and follow-up periods. The three

acquittals detailed below relate to grant applications approved prior to these policy changes. Two relate to triennial grants approved in 2024 and 2025, while one relates to a Community Bi-annual grant approved in 2025.

Under the current Policy, acquittals that remain incomplete after the extended deadline will be treated as non-compliant. For two recipients, this would result in the withholding of 2026-27 grant payments under their triennial funding agreements. For one recipient, this would result in the ineligibility to apply for funding for a period of 12 months.

Officers undertook multiple follow-up actions, including email and telephone contact, to advise the recipients of their overdue acquittals and request the outstanding supporting documentation. Each recipient was advised that failure to provide a complete acquittal could affect their eligibility for future funding, including payments under existing triennial agreements.

The organisations subsequently provided the outstanding information, enabling a final assessment of their acquittals. The funded activities were delivered, and grant funds were expended in accordance with the relevant funding agreements. However, as the information was received after the final deadline, the acquittals do not meet the requirements of the current Grants Policy and cannot be accepted administratively.

It is recommended that Council accept the three late acquittals. This would enable the release of the next scheduled funding instalments where applicable. Table 3 summarises the acquittal due dates, follow-up activity and receipt of outstanding information for these grant recipients.

Table 3: Late acquittals requiring Council consideration

Organisation	Grant Stream	Acquittal Due Dates	Date Information Received
Emerge	Operational & Partnership - Specialist Community & Welfare Services	• 31 August 2026 • Extended to 30 September 2026 • Further extended to 14 October 2026	15 October 2026
Chabad House of Dingley Village	Community Events	• 31 August 2026 • Extended to 30 September 2026 • Further extended to 14 October 2026	16 October 2026
Zee Cheng Khor Moral Uplifting Society	Community Bi-annual	• 31 August 2026 • Extended to 30 September 2026 • Further extended to 14 October 2026	15 October 2026

The strengthened acquittal framework has improved Council's ability to proactively manage acquittal compliance. In previous reporting periods, a number of acquittals remained unresolved for extended periods beyond their due dates. The introduction of structured follow-up processes, extended deadline provisions and clearer impacts for non-compliance has supported earlier resolution of acquittal issues. While three recipients required additional follow-up and submitted information after the extended deadline, the three acquittals have now been received and assessed.

Notwithstanding this improvement, the three acquittals outlined in Table 3 require Council consideration because the supporting documentation was received after the

final deadline and the acquittals therefore cannot be accepted administratively under the current Policy.
Council approval to accept these acquittals is appropriate as a transitional measure, having regard to the following:

- the affected organisations entered into funding agreements prior to the introduction of the revised acquittal framework and associated compliance requirements;
- all outstanding information has now been received and assessed;
- the acquittals were ultimately assessed as satisfactory, with the issue relating to the timing of documentation submission rather than project delivery or expenditure of grant funds;
- for two organisations, non-acceptance of the acquittals would result in the withholding of approved 2026-27 funding under existing triennial funding agreements;
- the funded activities demonstrated community benefit and were completed in accordance with the relevant funding agreements; and
- acceptance of the acquittals on this occasion provides a reasonable transition arrangement while maintaining the integrity of the revised acquittal framework.

Should Council accept these acquittals, this would remove the acquittal-related barrier to future funding, subject to all other applicable eligibility requirements. Future acquittals will continue to be administered in accordance with the current Policy, including prescribed timeframes and consequences for non-compliance.

3.4 Outstanding Acquittal

The Danny Frawley Centre received a $5,000 grant in the 2025-26 Round 1 Community Bi-annual Grants. Consistent with the acquittal timeframes outlined in Section 3.1, their acquittal has not been received.

As per the Policy, the Danny Frawley Centre will not be eligible to apply for a Kingston Grants Program grant for 12 months. Following this period, the organisation will remain ineligible until the acquittal is received and accepted.

Officers have made several attempts to contact the Danny Frawley Centre; however, no response has been received.

3.5 Transfer of Operational & Partnership Grant – Chelsea Community Church of Christ (Careworks)

In 2024, Chelsea Community Church of Christ (Chelsea Community Church) was awarded triennial funding through the Operational & Partnership Grants - Community Interest Organisations category. The funding supports Careworks, a free weekly hot breakfast for Kingston residents experiencing financial hardship. The original application stated that the program was being delivered jointly by Chelsea Community Church and Uniting By the Bay Chelsea Carrum (Uniting By the Bay), and both organisations have been involved since 2009. In May 2025, Council approved a 10% funding increase for organisations providing emergency relief, which increased funding for Year 2 (2025-26) and Year 3 (2026-27) to $13,200 per year.

In May 2026, Chelsea Community Church advised Council that it had closed in March 2026 due to declining attendance. Uniting By the Bay has continued to deliver the program without interruption. In August 2026, both organisations formally confirmed the closure and supported transferring the funding agreement to Uniting By the Bay.

Officers have reviewed Uniting By the Bay's documentation and confirmed it is eligible under the Kingston Grants Program.

The 2024-25 and 2025-26 acquittals have been accepted, and unspent 2025-26 funds of $4,084.90 have been returned. The program supported 2,505 Kingston residents in 2025-26 (Appendix 1).

Neither the Kingston Grants Program Policy nor the existing funding agreement specifically provides for the transfer of a grant to another organisation. Legal advice was therefore sought and recommended that the proposed transfer be referred to Council for consideration, given that Council approved the original funding allocation. In considering the proposed transfer, it is relevant that Uniting By the Bay was identified in the original grant application as a joint delivery partner and has continued to deliver the funded program. Although Chelsea Community Church ceased operating in March 2026, it remains a registered legal entity and is able to participate in a deed of novation. If approved, the deed would transfer the existing funding agreement to Uniting By the Bay, which would assume the associated rights and obligations.

No changes are proposed to the program's scope, objectives, delivery model or funding amount. The transfer would:

- formalise Uniting By the Bay's existing role in delivering the program;
- maintain the original intent of Council's funding decision;
- avoid disruption to a food relief service supporting vulnerable residents; and
- allow the remaining 2026-27 funding of $13,200 to be paid to the organisation delivering the program.

If approved, a funding agreement will be executed between Chelsea Community Church, Uniting By the Bay and Council. Officers will then update grant records and release the 2026-27 allocation of $13,200 to Uniting By the Bay, subject to the terms of the funding agreement.

4. Compliance Checklist

4.1 Council and Wellbeing Plan Alignment

Strategic Direction: Responsibly Governed - We are a transparent and efficient organisation that is accountable, responsive and cost-effective
Strategy: Ensure good governance through integrity, accountability, and continuous improvement

The grant acquittal report supports good governance by ensuring accountability and transparency in the use of Council funds. Regular acquittal reporting enables continuous improvement through monitoring outcomes, identifying trends, and informing future grant program enhancements.

4.2 Governance Principles Alignment

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

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

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

The grant acquittal report demonstrates Council’s commitment to continuous improvement by evaluating program outcomes and identifying opportunities to strengthen future grant processes. It supports Council’s financial sustainability by

ensuring that funds are acquitted appropriately and used for their intended purpose. The publication and reporting of acquittal outcomes enhance transparency and accountability in Council's decision-making and use of public funds.

4.3 Financial Considerations

The Kingston Grants Program continues to operate within the approved budget. Acceptance of the three acquittals will permit the release of the next scheduled grant payments to Emerge ($61,669) and Chabad House of Dingley Village ($10,000), consistent with existing funding agreements. These payments are already provided for within current budget allocations and do not require additional funding.

The proposed Careworks grant transfer relates to the existing 2026-27 allocation of $13,200 and does not seek additional funding. Subject to Council approval and execution of the deed of novation, payment would be made to Uniting By the Bay Chelsea Carrum. Unspent 2025-26 funding of $4,084.90 has been returned to Council.

4.4 Risk considerations

Strengthened acquittal processes improve oversight of grant expenditure and enhance consistency across the grants program, mitigating financial, governance and reputational risk.

Requiring acquittals to be submitted and accepted before an applicant can receive further funding, either through a new grant or the next year of funding under a multi-year agreement, supports transparency and accountability, helps ensure public funds are used for their intended purpose, and reduces the risk of mismanagement or inappropriate expenditure.

The introduction of clearer acquittal requirements and a structured acquittal framework further reduce Council's exposure to financial and compliance risk by providing more consistent assessment and earlier identification of non-compliance. The framework also establishes a fair and transparent basis for managing acquittal reporting issues and informing future funding decisions.

While the strengthened framework seeks to ensure that acquittal requirements are met within prescribed timeframes, three acquittals included in this report were not compliant with the current policy due to the late submission of supporting documentation. Officers have since received and reviewed the outstanding information and are satisfied that the funded activities were delivered and grant funds were expended in accordance with the relevant funding agreements. As such, the risk relates to the timing of documentation submission rather than the delivery of funded outcomes or the appropriate use of grant funds.

There is a governance risk associated with accepting acquittals that do not meet the prescribed submission deadlines. This risk is mitigated by the transitional nature of the recommendation, noting the funding agreements were entered into prior to the introduction of the strengthened acquittal requirements and that all requested information has now been received and assessed. Approval of these acquittals would not affect the application of the current Policy to future acquittals, which will be administered under the revised framework.

The proposed transfer of the Careworks funding agreement presents manageable governance and service continuity risk. Uniting By the Bay was identified as a joint delivery partner in the original funding application, has continued delivering the program and has been confirmed as eligible under the Kingston Grants Program. A deed of novation will ensure that all rights and obligations under the existing funding agreement transfer to the new recipient.

Appendices

Appendix 1 - Kingston Grants Program Acquittal Outcomes and Scoring 2024–25 and 2025–26 (Ref 26/266226)

Appendix 2 - Kingston Grants Program Policy - Updated November 2026 (Ref 26/317019)

Author/s:	Gillian Turnbull, Coordinator Community Capacity
	Rachael Hurley, Community Grants Officer
Reviewed and Approved By:	Trent Carpenter, Team Leader Community Capacity and Partnerships
	Susan Quach, Manager Inclusive Communities
	Kate Waters, General Manager Community Strengthening

8.3

KINGSTON GRANTS PROGRAM 2024-25 AND 2025-26 ACQUITTALS

1 Kingston Grants Program Acquittal Outcomes and Scoring 2024–25 and 2025–26 205

2 Kingston Grants Program Policy - Updated November 2026 .. 233

Kingston Grants Program - 2024-25 and 2025-26 Acquittals

Community Bi-annual Grants - 2024-25 Round 2

	Name	Details	Funding Allocated	Acquittal Status	Reported Participants	Reported Kingston Resident Participants	Reported Impact of Funding, based on information provided by grant recipients	Date Held (Events Only)	Total Weighted Score
1	Bentleigh Calisthenics Club	Minor capital works - Purchase and installation of reverse cycle split systems (x2) for new studio. Installation of 2 split systems into the new studio space at 9 Walter St, Moorabbin to provide air conditioning and heating in a space that currently has none, to ensure optimal training environment for all performers aged 3-50+.	$ 4,285.80	Completed	n/a minor capital works	n/a minor capital works	Due to recieving partial funding, our club was able to install one split system into our new Studio 1 located at 9 Walter Street, Moorabbin. This has contributed to providing a more comfortable environment for our students and external hirers to train and perform in. The installation of the split system has improved the training facilities for both our students and external hirers of our studio.		52
2	Bonbeach Football Netball Club	Community program - Womens health and wellbeing sports program across Football and Netball The program is designed to enhance the ongoing growth and development for females and will focus on participation, mental health, leadership, mentoring, respect and playing to your strengths. It also aims to improve health and well being, retaining and increasing the number of women participating in sports and to create an environment where all of the women feel included, involved, well informed an supported.	$ 2,025.00	Completed	70	70	Based on council recommendations the grant was slightly changed & reduced which became 2 sessions provided, one last year for Nutrition & Body image this was for any female in the club. It was held by 2 Accredited Practicing dietitians , the session was about nutrition & the role in sport. This was held on a Saturday morning and also covered understanding body image & the effects from social media. Lots of questions were asked and was very well received with those unable to attend quite disappointed. As this was a female only course they all felt very open to asking questions. The second session was held a few weeks ago and this was aimed for fitness for the female football teams. This was run by 2 x AFLW football players and the feedback has been amazing from not only the players but the coach. Drills were learnt with a Q&A at the end, again the nutrition subject was raised.		76
3	Chabad of Dingley Village	Community festival - Purim - Spreading Joy and Unity Jewish festival of Purim 15 March 2025. The festival is a community-driven event designed to celebrate the Jewish festival of Purim, focusing on spreading joy and unity among the diverse residents of Dingley Village. This event is for families, individuals of all ages, and community members from various cultural backgrounds, aiming to bring people together in a festive atmosphere to foster a sense of belonging and cultural appreciation. The activities will include a parade, costume contests, traditional storytelling, live performances, and the distribution of gift baskets. The event will also feature art installations and interactive workshops where participants can engage in creative expression, reflecting the joyous and inclusive spirit of Purim.	$ 3,600.00	Completed	250	150	The Purim celebration was held on 13 March 2025 at the Mordialloc Life Saving Club (5:30pm–8:00pm), bringing together families and community members from diverse backgrounds to mark the Jewish festival of Purim in an inclusive, festive atmosphere. The evening successfully united residents of Dingley Village in a joyful communal celebration, blending Jewish tradition with accessible, family-friendly programming open to the broader community.	13/03/2025	76
4	Chelsea Heights Community Centre	Community project - Community cooking classes (CHECK-IN). The CHECK-IN project provides the opportunity for vulnerable community members to meet to cook and share a meal, enabling social connections, increase access to healthy meals, learning a new life skill and bring together people from diverse backgrounds. The program will offer 10 workshops where participants are guided by a professional tutor, to plan, budget, cook nutritious meals together.	$ 2,700.00	Completed	16	15	The CHECK-IN project delivered a series of community-based cooking workshops that brought vulnerable community members together to plan, budget, cook, and share nutritious meals under the guidance of a professional tutor. The workshops created a welcoming space for people to connect, share experiences, and form new friendships, helping to reduce isolation. Through shared meals and cultural exchange, the project also fostered a sense of community and belonging among participants.		72
5	Dingley Kindergarten Centres	Community project - New furniture (tables, chairs, bookshelves, display cupboards, easels, paint dryers, wooden blocks). Dingley Kinder will be moving into a new building in Term 1 2025 which will enable two rooms to be occupied. This request is to help fund the costs of furnishing the new kindergarten room with engaging play spaces.	$ 8,036.10	Completed	176	150	The kindergarten environment has been beautifully set up with children's health and wellbeing in mind. We have used wood shelves and white tables to soften the room and have a calming space for children. The children and families feel welcome when entering our new environment. Children with physical disabilities have space to safely explore their learning environment.		68

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6	Echo Community	Community project - Food hamper distribution program Echo Community provides food hampers, meals, and a place of encouragement, support and connection for those in need. The food hampers provide people with ingredients to prepare nutritious meals. People in need are also provided with personal care items. Whilst people need to be fed, they must also be able to carry out basic personal hygiene, to maintain a sense of personal pride and dignity. This request is to provide assistance to disadvantaged Kingston community members.	$ 2,001.00	Completed	1386	1080	Echo Community exists to provide care and practical assistance to the disadvantaged members of our local community. The most visible way we do this is to provide Food Hampers and morning tea to our clients. Through this program we assist our clients to put food on the table for themselves and their families, helping to relieve some of the stress that financial disadvantage brings. In addition, we offer emotional support, and connection to other services where needed, so that our clients can access the assistance they need, and help to find solutions to the crises they sometimes find themselves in. The Annual Grant we were awarded specifically assisted us provide Food Hampers each week for our clients.		94
7	Elonera Pre School	Minor capital works - New shade sail for playground Purchase of a new four-sided shade sail to be installed at the back of the building to provide an additional shaded area for children to play in.	$ 4,182.75	Completed	n/a minor capital works	n/a minor capital works	We successfully obtained a new shade sail which was installed around the back of our new building. The children now have another shaded area to play in. It has made the children more aware of the benefits of UV protection.		86
8	Farm Road Pre-school	Minor capital works - New shade sail for playground Purchase and installation of new shade sails as a replacement to the existing shade sails for the playground area to benefit both teachers and students, providing much needed sun protection during the summer months.	$ 4,500.00	Completed	n/a minor capital works	n/a minor capital works	We have replaced our 20 year old shade sails. The shades had deteriorated to the point that they were providing limited sun protection and needed expensive repairs and maintenance. Having new, UV rated shade sails has provided the children with greater UV protection during the summer months, allowed us to spend more time outdoors and has also helped reduce maintenance costs.		92
9	Glen Education	Minor capital works - New flooring for Glen Edithvale Kindergarten in Edithvale New flooring to replace vinyl flooring in the kindergarten room, children's bathroom, kitchen and staff office. The building is 70 years old and is in need of repairs. Replacing the current flooring, will improve the aesthetics and ensure longevity.	$ 2,442.60	Completed	n/a minor capital works	n/a minor capital works	Remove existing carpet. Supply & install new vinyl flooring. This has improved the aesthetic cohesion of the environment. Better quality flooring for the benefit of the whole community.		86
10	Kingston Billiard Senior Citizen Club	Community project - New billiard table for seniors group activities The main activities of Kingston Billiards Senior Citizens Club is to play billiards to connect elderly isolated people. This request is for a new billiard table to replace an old uneven and worn table that is no longer suitable for use.	$ 4,275.00	Completed	43	24	The overall result is to provide our club with a social activity that stimulates the senior citizens wellbeing and mental health. By providing a social activity that the club currently engages in and wishes to continue. All the club have been very inspired by the proactive actions from the committee and their willingness to provide social activities and support for the seniors and their wellbeing		86

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11	Kiteboarding Australia	Community project - 2025 Wing Foil Nationals at Parkdale Yacht Club 13 Jan-10 Feb 2025 This event is aiming to introduce and grow the sport of wing foiling through development clinics and have-a-go sessions. These activities will provide participants with hands-on experience and skills training. Activities will also feature a marquee event of the National Wing Series, taking place at Parkdale Yacht Club. This 3-day event will showcase competitions across male, female, and junior categories, catering to all skill levels. The expected outcomes include increased community engagement, enhanced participation in wing foiling, and the development of the wing foil nationals as a future Olympic sport.	$ 2,001.00	Completed	312	200	The 2025 Australian Wing Class National Championships, hosted by Kiteboarding Australia at Parkdale Yacht Club from 7–9 February 2025, was a key event in the Vaikobi National Wing Series. The competition brought together a diverse mix of elite and emerging wing foilers from across Australia and internationally, showcasing three days of high-energy racing on Port Phillip Bay. The event delivered a range of benefits to the local Kingston community, including: * Increased community engagement, with over 230 spectators and local attendees contributing to a vibrant event atmosphere. * Opportunities for local participants and spectators to engage with an emerging sport, including informal exposure and “have a go” style activities. * Economic benefits to local businesses through increased visitation, accommodation stays, and spending. * Development opportunities for volunteers, including training in officiating, event operations, and logistics. * Overall, the event contributed to both community activation and local economic activity while showcasing Kingston as a destination for national sporting events.		88
12	Mentone Public Library	Community festival - Centenary literary festival Celebrating 100 years of Mentone Public Library's service to the community. This four-day event, in May 2025, will be held both at the Library and the Mentone Activity Hub, and will cater to the creative and literature-loving communities of Kingston. The festival will feature more than 10 literary, artistic, historic and community based events.	$ 3,975.30	Completed	187	140	The object of the exercise was to celebrate the Library’s Centenary in two directions – firstly amongst our members, volunteers and supporters, as a ‘thank you’ for their efforts, and secondly displaying to the wider community what a significant creative contributor the Library has been for 100 years. To achieve this, the theme was to deliver a series of events that underlined this unique and very productive service, making people aware of its ideals and its input. For those who knew of our contribution, this was an enjoyable program confirming those attributes. For those who were attracted to us for the first time, it came as something of a surprise, making them aware of the depth and long-term impact of our input.		94
13	Mordialloc Life Saving Club	Community project - Beach accessibility project - Purchase of an all-terrain beach wheelchair to enhance the accessibility of the beach. An all-terrain beach wheelchair is ideal for people who have mobility limitations, including people with permanent disability, temporary disability, or reduced mobility due to age.	$ 8,479.99	Completed	30	20	The introduction of the All Terrain Beach Wheelchair has delivered significant and meaningful benefits to community members with mobility challenges. With over 30 uses during the summer period, the chair has enabled individuals who may otherwise be unable to access the sand or shoreline to fully participate in beach experiences. Key benefits include: • Improved accessibility, allowing users to safely reach the water’s edge and enjoy the beach environment with dignity and independence. • Enhanced social inclusion, enabling families and friends to share beach outings together without physical barriers. This project has significantly improved access to the beach environment, enabling individuals and families to participate more fully in coastal activities. The positive uptake highlights the value of continued investment in inclusive resources and reinforces MLSC’s commitment to creating a welcoming, accessible, and community-focused beach experience for all.		94
14	Mordialloc Neighbourhood House	Community project - Purchase of new playground equipment New movable play equipment, planter boxes and storage cabinets to provide children with a more child friendly space to play in, boosting physical skills such as balance, hand and foot coordination, and agility.	$ 6,300.00	Completed	87	87	We were able to install three new storage sheds and two small storage boxes. Create a vertical green wall in the play area, replace old climbing equipment and purchase new outdoor seating for the children and replace old outdoor toys for the children to play with. We have created a safe and compliant play space for the children who attend our neighbourhood house. This space was a point of concern with the education department and we are now happy that is completed and presentable.		88

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15	Mordialloc Theatre Company	Community project - Assistance with venue hire of Shirley Burke Theatre (65 Mundy St, Mentone, 3194) for two productions "Holmes and Watson" by Jeffrey Hatcher, a mystery, and "The Children" by Lucy Kirkwood, a drama on the nuclear issue.	$ 6,930.00	Completed	2200	2000	The Mordialloc Theatre company delivered, as promised, a number of theatrical productions in the 2025 year. There was strong community support for the productions, as indicated by the document provided which includes both external reviews from the Victorian Drama League and audience feedback. The grant money went towards assisting with the hiring costs of The Shirley Burke Theatre. Community members were provided with live theatre entertainment in the form of two productions, "Holmes and Watson" and "The Children". They were plays mounted in the City of Kingston by community members that benefited theatre goers, actors, directors, tech crews, the City of Kingston and local businesses who also benefited from our patrons. There was much social media feedback from community members praising the productions and the efforts of all the volunteers.		94
16	Mordialloc Trader Association	Community Festival - Mordy Main Street Market for Mums 26 Apr 2025 The Main Street Market is a pre-Mother's Day market and family fun day. It is a free street festa with on-street entertainers, craft stations, face painting, giveaways for mum, a photobooth for free photos and more. Approximately 30 stalls lining both sides of the street, selling different products and services will be in place. All Mordialloc Main Street businesses are also invited to have a stall, selling products or services or simply raising the profile of their business to those in attendance.	$ 4,500.00	Completed	500	500	The funded activity was delivered as a pre-Mother's Day market and family fun day, celebrating local businesses and encouraging visitation and spending across the precinct. The event included free family activities such as a craft station, face painting and balloon twisting, alongside a popular "wind machine" activation where visitors could step inside to win gift cards and prizes donated by local traders. Due to being partially funded, the program was adjusted to maximise impact on the day. Paid entertainers were removed and replaced with a Mother's Day Hunt activation, where children could win one of four $300 gift cards for their mum. The hunt encouraged exploration of the precinct, with love hearts placed in the windows of 52 businesses. Participants were required to locate 20 hearts, mark them on a map and and submit, to enter the draw. The event featured a record number of stallholders, with 32 market stalls offering gifts, food, services and community engagement opportunities. A new "dog mum" element was also introduced in response to a high number of dog owning families in the area, including dog-focused stalls, photo opportunities and a hands-on activity where participants could make a tug toy for their dog. While overall attendance was good and engagement high, numbers were somewhat impacted by the event date later being announced as election day. Despite this, the event delivered community participation, high trader involvement and meaningful activation across the precinct.	3/05/2025	94
17	Parkrun Australia	Community program - Launch for a new parkrun at Braeside Park The goal of hosting a parkrun event at Braeside Park is to encourage the health and wellbeing of community members in the Kingston region. It will allow the community to access a free, timed 5km group social event every weekend, where participants will have the choice to walk, jog, run or volunteer at each event, promoting a healthy lifestyle and improving social cohesion in the community. The project aims to engage people from all backgrounds and all fitness levels, abilities and ages, both as volunteers and as participants, irrespective of gender, socio-economic status, ethnicity, disability, or mental health status.	$ 3,375.00	Completed	2959	2300	We have successfully launched the parkrun event at Braeside Park called The Phar Lap Track parkrun on the 30 August 2025. parkrun is a free weekly 5k community event fully run by volunteers, The Phar Lap Track parkrun holds every Saturday since launched, where participants have a choice to volunteer, walk, jog or run, promoting a healthy lifestyle and improving social cohesion in the community. Since launch, we had: * 26 Events to date, and continuing. * 4420 Finishes * 2753 Finishers * 423 Volunteer Occasions * 206 Volunteers * Largest Attendance we had 281 finishers		76

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18	Triumph of Good	Community project - Find Your Voice The Find Your Voice program is a series of 16 weekly 2-hour sessions designed to enhance the health and well-being of seniors in the Kingston City Council area. Each session is a standalone activity and new participants can join any session at their convenience. A trained professional music teacher will lead the group, including learning and performing a dozen popular tunes from the 60s, 70s and 80s and will feature a mid-program concert as well as a final performance performing in public. The program aims to alleviate feelings of loneliness and social isolation by fostering a supporting environment for social connections.	$ 3,375.00	Completed	63	63	Find Your Voice was delivered between July and November 2025 as a free, weekly singing and wellbeing program for Kingston-based residents aged 65+, delivered at community venues across the City of Kingston. In line with the original program design, sessions operated as stand-alone activities, allowing participants to join at any point during the delivery period. With support from Kingston City Council, the project delivered 19 facilitated group singing sessions, engaging approximately 60 Kingston residents aged 65+ across the program, with typical session attendance ranging from 15–18 participants. The flexible participation model supported accessibility and enabled seniors to attend according to their availability and needs. The program provided a safe, inclusive, and welcoming environment where participants were supported to engage in group singing, build confidence, and form social connections. Attendance data, participant surveys, and feedback indicate positive outcomes, including increased social participation, improved wellbeing, and a strengthened sense of belonging among participants. Two public performances were delivered as part of the project to support community engagement and visibility. One of these performances was delivered in December 2025 as a supplementary community concert and was supported through non-Council funding and in-kind contributions. Overall, the project achieved its intended outcomes as outlined in the original application, supporting active ageing, participation, and wellbeing for Kingston-based residents aged 65+, and contributing to stronger community connection across the City of Kingston.		100

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Community Bi-annual Grants - 2025-26 Round 1									
1	Bentleigh Calisthenics Club	Minor Capital Works - Connection of studios with a doorway	$ 2,500.00	Variation pending					
2	Chelsea Calisthenics Club	Minor Capital Works - Floor replacement that has a high degree of shock absorbency for dancing	$ 8,000.00	Completed	n/a minor capital works	n/a minor capital works	We were able to install our new floor as we planned over the top of our existing flooring. We are now able to utilise the upgraded floor with the extra spring support for the future dancers of our teams. In our application we expressed concern for the joints and strain on the body that dancing can cause due to repetitive movements especially when not completed correctly or when the surface or equipment is not ideal. We are pleased to note that we have no reported injuries for the 2026 year.		80
3	Cheltenham Baseball Club	Community Program - Pathway program for young female baseball players - To address the challenge of transitioning young female players aged 13-17 from junior to senior baseball	$ 5,000.00	Completed	31	12	The grant enabled Cheltenham Baseball Club to turn its proposed pathway for younger female baseball players into a practical and visible program. Targeted recruitment promoted a welcoming, no-experience-needed entry point for participants aged 13 and over, including a dedicated under-25 pathway. This recruitment resulted in two women's teams: a younger team supported by several experienced players who provided informal mentoring, and an open-age team. The younger team progressed to the finals, an important achievement that demonstrated the players' developing skills, commitment and confidence. Grant-funded specialist pitching coaching strengthened technical capability and provided structured development. The club secured former Major League Baseball player Travis Blackley for two hours each Wednesday over five weeks, at a total cost of $1,000. The program also reduced financial barriers through shared or affordable uniforms and team equipment. Playing tops were designed and sourced for rental in the following season so participants who could not readily purchase a top could still take part in a consistent team uniform. Training tops, a team kit bag and a catcher's glove further supported safe, organised participation. The activity also built social connection.		74
4	Cheltenham Community Centre	Minor Capital Works - Replacing an outdated commercial oven to ensure continuation of community food services	$ 5,000.00	Completed	n/a minor capital works	n/a minor capital works	The installation of the new double oven has ensured uninterrupted delivery of affordable meals and food relief to vulnerable residents, including older adults, families experiencing financial hardship, culturally diverse community members and people with disabilities. With increased cooking capacity and improved reliability, the café and food programs are now operating more efficiently and safely. Importantly, the activity has strengthened knowledge and skills within the community. Volunteers, students and placement participants continue to gain hands-on experience in food preparation, safe food handling, teamwork and hospitality practices. The improved equipment has enhanced the quality of training and increased confidence among participants, supporting pathways to employment and further education. The kitchen also continues to act as a genuine hub for social connection. Volunteers work side by side across generations and cultures, building relationships, reducing isolation and fostering a sense of belonging. By securing the infrastructure behind these programs, this project has reinforced community resilience and strengthened social cohesion within Kingston.		88
5	Claire Bridge	Arts Project - The Water Carriers solo exhibition at Kingston Arts - sculptural ceramics and new media installations focussing on connections between woman, water and the environment	$ 8,500.00	Completed	2000	1600	The Water Carriers: Trans-formations is an exhibition of sculptural ceramics by Claire Bridge. Exploring connections between women, water, and reimagined myths. Impacts: - Auslan tour benefiting the local and broader Deaf community and demonstrating Kingston's committment to inclusion and accessibility. - professional exhibition to a high standard Artist and Curator talk providing opportunities for community engagement with professional artist and deeper connection with the work		46

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6	Danny Frawley Centre	Community Program - MindFit for Clubs pilot program fostering psychological safety, resilience, and mental well-being within local clubs	$ 5,000.00	Not received					
7	FoodFilled	Community Program - Filling the gaps building sustainable food rescue capacity in Kingston	$ 6,500.00	Completed	16	16	We continued to grow our coordination of food rescue and redistribution operations to supply local agencies supporting community members experiencing food insecurity. As frontline food relief programs experienced an increase in demand from people in need of support, FoodFilled's service became even more valuable. We continued to expand our reach and engage more community members in the efforts to make a difference within their local community. We recruited 7 new volunteers within the local Kingston community to facilitate collections and deliveries of food donations, and worked closely with our three main charity partners within the community, and three key retailers supplying food donations for local beneficiaries. We added three more local food relief programs to our waitlist and have continued to work towards formalising a regular scheduled service that meets their needs. In total our volunteers rescued 4042 kg of food, which was enough to provide over 8000 meals for local families and individuals experiencing food insecurity.		57
8	Kathryn Watt	Arts Project - Saluting service, courage and resilience photography exhibition for veteran stories from different deployments	$ 3,000.00	Completed	3000	2000	"Saluting Service, Courage & Resilience" Photography Exhibition was held in the Upstairs Function Room at Highett RSL from 17th-27th April, 2026. In the period leading to Anzac Day April 2026. Open to Community of Kingston & general public as well as RSL Veterans (including Family engagement) at Opening of Exhibition. Also Photography & wellness talk at Veterans Luncheon. The Exhibition told the stories of veterans of varying ages, different deployments or Wars visually. The project covered topics of wellbeing, courage, strength, resilience & mateship. And connected Kingston community/general public with Veterans and their stories over Anzac Day period 2026. Impact: Increased awareness and appreciation of Veterans service for Australia by the Kingston Council Community. Acknowledgement of Veterans stories from their service & a chance for the community to connect and share stories. Increased appreciation of the Visual Arts through portraits of veterans from different areas of service & different wars & peacekeeping missions. Veterans who shared their stories & featured in the Exhibition were given their Framed portraits at the close of the Exhibition.	17/04/2026-27/04/2026	82
9	Le Page Cricket Club	Community Project - Women's cricket initiative to develop and engage more women and girls with cricket	$ 2,001.00	Completed	40	30	The funding has supported the continued development and growth of women's and girls' cricket at LPPCC by providing increased opportunities for participation, skill development and engagement. Through dedicated women's and girls' training, players have been able to develop their cricket skills in a supportive and inclusive environment. The program has provided opportunities to improve batting, bowling, fielding, running between wickets and overall confidence and understanding of the game. The funding has also helped us provide more targeted coaching for women and girls across a range of ages and abilities. Dedicated coaching sessions have allowed players to receive specialist guidance and work on individual skills, while also creating a stronger sense of connection and belonging within the club. As a result, LPPCC has been able to strengthen its pathway for women and girls in cricket and create greater opportunities for players to participate and continue developing their skills. The program has helped build confidence, encourage ongoing participation and support the continued growth of women's and girls' cricket within our club. Importantly, the funding has helped establish a stronger foundation for the future, enabling LPPCC to continue providing dedicated opportunities and coaching for women and girls and encouraging more players to become involved in cricket. This season we are able to have a dedicated coach for the womens/girls teams.		80

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10	Longbeach Anglican Parish	Community Program - Winter warmers - provides basic winter items to families such as blankets, socks, hand knitted items identified by local participating schools	$ 6,000.00	Completed	500	400	This was the 16th year we have been providing Hampers to schools. Throughout the year we receive donations of knitted goods, which we periodically sort and store. In addition, several fundraising events are held. Local schools were contacted in February – our contacts include Wellness officers, admin staff and Vice Principals. Families were identified by each participating school and high-level summaries were provided after the families have agreed they wish to get a hamper. Once we have the numbers and gender and age splits, we review was we already have, contact our various suppliers and place orders. We arrange several packing/sorting dates with our team and several external parties such as Rotary and Men's Shed and prepare all the identification stickers and tags to allow us to get the correct items to the families through several packing sessions. After several day-long packing events, the hampers are collected together. We reach out to the schools and request them to advise us when they wish to collect the hampers. Hampers are distributed to the families through school staff. The families receive a hamper at the start of June in time for the colder weather. Families are identified by the school and not identified to us; their privacy is maintained. This year we supplied our hampers to 104 families made up of 387 individuals. Each hamper contained new queen size blankets, lap blankets, sherpa socks for everyone, hats, scarves, warm socks, and Kmart gift certificates. In addition, after considering the prior Kingston Grant feedback, the team decided to change this year from Coles gift cards to Kmart gift cards (paid for by our fundraising) to focus more clearly on warm clothes rather than food related items.		82
11	Legends of the Sky (LOTS) Theatre	Community Program - Legends of the Skies Series 13 performances of an all new production featuring Sir Charles Kingsford Smith	$ 5,000.00	Completed	343	260	Legends of the Skies Series 13 was again a very successful performance with a record number of seats being sold, all performances running on time and no safety or security issues. The colourful aviation career of Sir Charles Kingsford-Smith was the focus of our production, and the stories certainly captivated the audience. An unexpected element came about when we were contacted by the well-known country singer, Jonnie Russell who had written the song, "The Immortal Southern Cross" which actually has Smithy's voice at the end of the song. Jonnie authorised us to play his song free of charge at the conclusion of each performance. The performances were another example of LOT's delivering its mission statement of keeping our aviation history alive through linking these pioneers to broader aspects of Australian life. Positive audience responses covered both their appreciation of the history and the professional way it was presented through theatrical performance. Several audience participants had family that had actually met and flown with Smithy and we arranged for them to say a few short words at the conclusion of the performances they attended. Wide recognition of the LOTS 13 show was received through the aeronautical, theatre and history bodies that either attended or became aware of the show.	23/10/2025	82
12	Maryam Ebtekar	Arts Project - Recycled Rhythms: Persian Patterns Reborn exhibition at Kingston Arts exploring sustainable living through contemporary sculptures made from recycled materials, reinterpreting historical patterns in modern context	$ 2,500.00	Completed	200	150	Recycled Rhythms: Persian Patterns Reborn was successfully delivered as a contemporary art exhibition at Kingston Art Gallery in August 2025, featuring sculptures made from recycled materials inspired by Persian architectural tiling. The program included an artist talk and two hands-on workshops: one for children aged 8–12, who created small sculptures from recycled paper pulp, and one for women focused on making eco-friendly jewellery. Participants gained practical skills in repurposing materials while engaging with sustainable art-making and cultural storytelling. The activities encouraged creativity, environmental awareness, and appreciation of Persian artistic heritage. The project extended its impact through online documentation and sharing, ensuring broader community reach beyond the gallery space.		80

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13	Mordialloc Lapidary Club	Minor Capital Works - Rear workshop upgrade to meet OHS and relevant safety standards	$ 5,000.00	Completed	n/a minor capital works	n/a minor capital works	After an initial delay due to railway works, the members of the club removed working tools and old cupboards and materials. We then had the asbestos removal team come in to remove asbestos. Having completely stripped the room members volunteered time to prepare and paint the walls and prepare floors for carpet. We then engaged a plumber to install a sink and electrician to add hanging power points and make minor improvements to existing electrics. We then had a carpet layer to install new carpets. Having sourced cabinetry and benches these were installed by members. We had our desks delivered from mens shed and all items were moved back in to the room. During the process we worked together with internal and external groups to build a functional workshop. This space will welcome old and new members to develop thier craft in a social setting.		86
14	Mordialloc Sailing Club	Community Program - Freedom of windsurfing program for young community members	$ 2,001.00	Completed	7	3	Those members who are enrolled to do the Learn to Windsurf course are now closer to the other club members who are already sailing the Windsurfer class board. It is now a small step for them to progress and they can visualise a pathway to where we hope they they want to be. The first group is due to graduate at the end of our season. We already have two courses running serving seven new people that wish to learn windurfing on a Saturday morning. The board that we purchased has also been used amongst some of our members who are exploring the possibilities of extending their sailing skills into windsurfing. The momentum of the new people and existing members combining into one windsurfing community is our goal.		74
15	Mordialloc Theatre Company	Community Program - Three theatre productions offering diverse and accessible entertainment for Kingston residents	$ 6,000.00	Completed	3000	2500	The Mordialloc Theatre Company successfully delivered three plays that covered the period of funding, namely, "Lord Arthur Savile's Crime", "Broadway Bound", "Birthday Candles". These plays are delivered the community a diverse selection of plays from a comedy period piece, "Lord Arthur Savile's Crime", based on Oscar Wilde's short story set in England, a Neil Simon classic "Broadway Bound", set in Brooklyn, 1949 and a contemporary play, "Birthday Candles" which is both a comedic and dramatic look at family dynamics and dealing with loss. These productions follow our charter of being diverse, inclusive and aims at providing a social network for the community to meet up and discuss the content of the productions. The plays were both well-attended and well-received and added to our body of work for the community.	23/08/25 - 14/09/25	86
16	Parkrun Australia	Community Program - Establish Parkrun events for Victory Road Reserve	$ 4,000.00	Completed	286	200	The Victory Road Reserve parkrun was launched on 31 January, there continue to have this weekly 5km community event to encourage the health and wellbeing of the community members in the Kingston region. The ultimate goals of the project are: 1. To provide a free, weekly, timed 5km running/walking event with the aim of increasing participation in sport, promoting a healthy lifestyle and improving social cohesion in the community. 2. To engage people from all backgrounds and fitness levels, abilities and ages, both as volunteers and as runners, irrespective of gender, socio-economic status, ethnicity, disability, or mental health status. 3. To remove traditional barriers to participation in sport and physical activity. And we believe all these goals have been achieved.	31/01/2026	82
17	Patterson Lakes Outrigger Club	Community Project - Capacity and safety project to strengthen the club's coaching capability and safety standards, helping ensure members can continue to participate in paddling activities safely and confidently	$ 2,360.00	Completed	34	15	This funding enabled our club to purchase essential new equipment, including a set of club Personal Flotation Devices (PFDs) and new paddles. Additionally, it supported vital compliance training by covering the costs to update our coaches' CPR and First Aid certifications, ensuring a safe, fully equipped environment for all participants.		88

	Name	Details	Funding Allocated	Acquittal Status	Reported Participants	Reported Kingston Resident Participants	Reported Impact of Funding, based on information provided by grant recipients	Date Held (Events Only)	Total Weighted Score
18	Peninsula Dragonflys	Community Program - Dragon boating program promoting physical activity, wellbeing, social connection, with the purchase of a new boat supporting membership growth and increased participation	$ 2,001.00	Completed	22	17	The total cost of the boat is $12,750.00. After applying your grant of $2,001.00, we required an additional $10,749.00. Thanks to our recent sponsorship and fundraising efforts, we now have sufficient funds to cover the entire purchase and shipping costs. Additionally, the broker is currently placing a bulk order for multiple boats, which has saved us $5,000.00 in shipping fees. We anticipate receiving the boat in November. This additional boat will allow us to accommodate 22 more members across our three weekly sessions, creating 66 new paddling opportunities and providing a total of 66 additional hours of weekly exercise.		80
19	Red Chamber Chinese Art Group	Community Festival - Mid-Autumn festival cultural performance late including Chinese Yue Opera, Beijing Opera, Shanghai Opera and dance, martial arts, chorus	$ 2,001.00	Completed	140	70	We prepared thoroughly for the performance celebrating the traditional Chinese Mid-Autumn Festival, beginning rehearsals several months in advance. Starting from July 2025, we entered the final intensive stage of preparation, holding two dress rehearsals at the community center on August 19 and September 16, 2025. The official performance took place on September 27, 2025, at Shirley Burke Theatre. Most of the audience were members of the Kingston community, who praised the show enthusiastically and highly commended our artistic quality, enjoying a rich and vibrant cultural experience. After the performance, commemorative gifts were distributed to the attending residents of Kingston. This event successfully achieved its goals—allowing everyone to fully appreciate the charm of multiculturalism and the brilliance of Chinese arts and culture, overcoming feelings of loneliness among seniors, and deepening their sense of happiness and joy living in Australia's free, democratic, and equal society.	27/09/2025	62
20	Road Safety Education	Community Program - Supporting equity of access to the Ryda Road Safety Education program for young Kingston drivers and their passengers	$ 4,000.00	Completed	493	493	Our Ryda road safety and youth development program reached three high schools across Kingston in FY2026, made possible by generous funding from the City of Kingston Council. Full-day workshops engaged 493 students from Mentone Girls Secondary College, Cheltenham Secondary College and Mentone Grammar School. For students unable to attend in person, we supplied digital and classroom tools so teachers could still weave these critical safety messages directly into their everyday lessons. By attending our full-day workshops, students achieved the following outcomes: •Strengthened Road Safety Awareness Students developed strategies to reduce distraction and risky behaviours, improving both personal safety and community wellbeing. •Greater Empathy for Vulnerable Road Users Through interactive sessions, students gained a deeper understanding of others on the road and learned how to anticipate and respond to varying road user behaviours. •Improved Self-Awareness and Decision-Making Participants explored how their own personality traits influence driving decisions, equipping them with transferrable life skills that support broader mental wellbeing. •Stronger Community Connectedness Workshops were led by trusted local mentors—police officers, driving instructors, and crash survivors—enhancing relatability and reinforcing the shared responsibility for safer roads.		100
21	STEM Incubators	Community Program - Youth tourism ambassador program providing local students and graduates with skills development, community engagement and leadership opportunities	$ 2,001.00	Variation approved	n/a	n/a			

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22	Team Sports 4 All	Community Project - enabling financially disdvantaged children in Kingston to play team sport	$ 10,000.00	Completed	20	20	Kingston City Council's funding enabled TeamSports4All to pay community sport registration costs for 20 children from financially disadvantaged households living in the City of Kingston during the 2025–26 seasons and provide ongoing support. Children were referred through family support services and partner sporting clubs and placed with local clubs. Grant funds paid registration fees directly to clubs, along with uniforms and essential equipment where needed, so families faced no upfront cost. TeamSports4All stayed in contact with families and clubs through the season to help each child keep playing. Each child joined a local team with regular training and weekly games. That gave them ongoing contact with teammates, coaches and club volunteers in their own neighbourhood. Children built physical and sporting skills, along with teamwork, resilience and confidence that come from being part of a team across a full season. Families were also connected to their local club community, and for many this was their first involvement with a Kingston sporting club.		80
23	Triumph of Good	Community Event - Melodies of Belonging community concert at Kingston Town Hall, providing an inclusive, low-cost live music concert that fosters social connection, celebrates cultural diversity, and supports community wellbeing	$ 7,743.00	Completed	250	200	The funded activity included a pre-concert singing workshop, a multicultural live music concert and opportunities for community connection. The event reached approximately 250 people in total, including 231 attendees and 18 volunteers. The program provided an accessible, inclusive and culturally diverse arts experience for Kingston residents and the wider community, with strong participation from older adults and culturally diverse audiences. Approximately 100 free or low-cost tickets were distributed to support access for disadvantaged community members, including seniors experiencing social isolation, low-income residents, people facing mental health challenges, students, families and culturally diverse community members. This helped ensure the event remained accessible and inclusive. The event achieved positive community outcomes. Evaluation evidence included 34 online survey responses, 7 video reviews, social media feedback, more than 30 additional audience comments and online reviews, and an external written review. Post-event communication also involved more than 30 phone calls and over 20 texts with attendees, community members and stakeholders. Survey responses showed that attendees felt happy or uplifted, enjoyed experiencing different cultures through music, felt inspired by the performances, more connected, part of the community, and in some cases made new friends or social connections. Feedback also showed interest in future concerts, volunteering and ongoing connection with Triumph of Good. The activity built social connections, supported cultural participation and contributed to Kingston's community wellbeing, inclusion and cultural vibrancy.	2/05/2026	88
24	Victoria Mantynen	Community Project - Sincerely Yours event is for seniors to come and enjoy a musical performance, followed by a social afternoon tea where they have the opportunity to access information at stalls set-up by local community support services/clubs/community groups and council, linking the neighbourhood	$ 8,000.00	Completed	250	250	Our Sincerely Yours community program involved 4 events aimed to link the neighbourhood and residents with local council services, community clubs and organisations whilst making theatre accessible for all. It was aimed to mostly encourage and help facilitate Seniors in the community to improve their social, physical and mental wellbeing by providing opportunities for seniors and vulnerable members to access the arts and community services/groups. We aimed to address issues like accessibility, health and wellbeing, social connection, and inclusion through the arts. We activated the entire metropolis with the 4 Sincerely Yours events being held throughout each pocket of the council district (The Aspendale Gardens Community Centre, Dingley Village Neighbourhood Centre, Patterson Lakes Community Centre and Clarinda Community Hall) for Seniors to come and enjoy a musical performance, followed by a social afternoon tea where they have the opportunity to access information at stalls setup by local community support services/clubs/community groups and council, linking the neighbourhood. We sucessfully delivered on all aspects. Please feel free to watch our documented reel of the program: https://youtu.be/7gSQp-jZcrw	Multiple dates	80

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25	Zee Cheng Khor Moral Uplifting Society	Community Event - Stronger Kingston - Various Activities including Lanterns for All, Chinese Lunar New Year with lots of performances - lion dances different cultures all celebrating together	$ 2,001.00	Received after extended deadline – subject to Council decision	700	100	Community members gained opportunities to connect with neighbours, share Chinese Mid-Autumn traditions and learn from families of different cultural backgrounds. Children enjoyed hands-on activities and the lantern parade, while young volunteers developed confidence, teamwork and leadership skills. The celebration also gave parents, grandparents and children time to participate together, strengthening family and community connections. Community members gained greater cultural understanding, social connection and a stronger sense of belonging. Families and children experienced Chinese and multicultural traditions through the Dragon Dance, performances, red-packet presentation and shared cuisine. Seniors contributed their skills through volunteering, building self-esteem, cultural pride and friendships while reducing social isolation. The event strengthened intergenerational bonds, encouraged generosity and gratitude, celebrated cultural diversity, and created new connections among people from different cultural and faith backgrounds. Overall, it promoted inclusion, mutual respect and social cohesion across Kingston.	4/10/2025; & 28/02/2026	44

	Name	Details	Funding Allocated	Acquittal Status	Reported Participants	Reported Kingston Resident Participants	Reported Impact of Funding, based on information provided by grant recipients	Date Held (Events Only)	Total Weighted Score
Operational & Partnership Grants - Community Interest Organisations									
1	AWARE Wildlife Rescue	Rescues and rehabilitates sick, injured or orphaned native wildlife, educates the community about wildlife and runs a 24/7 wildlife emergency hotline.	$ 2,250.00	Completed	67	25	The grant has allowed us to keep our wildlife rescue and rehabilitation services ongoing. It has contributed in allowing us to keep our 24/7 wildlife rescue hotline in operation and to provide the essential species specific food/formula in order to successfully rehabilitate orphaned or injured wildlife. Our educational workshops have also encouraged community involvement in the protection and preservation of wildlife and the environment. Impact: Contributing to the welfare of wildlife and the environment in our area of operation by providing a 24hr rescue and rehabilitation service.		88
2	Chelsea and District Historical Society	Operational costs to preserve Kingston's history.	$ 3,500.00	Completed	3000	2500	Funding was used to cover operating expenses for the period 1 July 2025 to 30 June 2026. The Kingston community has benefited because we are insured to cover volunteers and equipment used by the Society and through our activities we assist Kingston Council to achieve its strategic goals for community engagement and wellbeing. Facebook followers have increased to 1922, our Instagram pages are seeing increased views, we have launched a new website and we have seen increased engagement in local history talks. Developed joint plans with Radio Carrum and set up a joint committee. Increased participation at the annual Carrum ANZAC commemoration CDHS is now partnered with Radio Carrum to present.The Chelsea Rotary Art Show involvement continues. Initiated contact with Bunurong Land Council. Increase in members and volunteers, developing new walks for podcasting and the website. Developing new histories for Aspendale, Bonbeach and Patterson Lakes.		65
3	Chelsea Community Church of Christ Careworks	Big Breakfast - A menu style, 3 course hot breakfast offered every Wednesday.	$ 13,200.00	Completed	2505	2505	Receiving the grant allows us to cover the cost of food for an average of 70 patrons each week, additional costs have been covered by donations. Attendance is seasonal, with less patrons attending over the winter. Donations are not a consistent source of income and have been decreasing as the cost of living has increased.		94
4	Chelsea Concert Band	The Chelsea Concert Band provides musical entertainment at various events.	$ 8,500.00	Completed	400	350	The funding from the City of Kingston was used for a variety of purposes such as instrument insurance insurance, public liability, hall hire, music purchase, instrument repair, and concert supplies for audience members amongst other expenses. The Chelsea Concert Band has continued to interact with different facets of the community through our many concerts. The activities undertaken by the Chelsea Concert Band provide an opportunity for musicians and budding musicians to participate in music-making at a level that challenges and assists them. Our musicians come from a variety of abilities and ages, which helps the young, the old and the in-betweeners to learn to get along. The wider community benefit by having the opportunity to attend inexpensive concerts or free performances at local venues.		88
5	Dingley Village Historical Society	Research, collate and verify the history of Dingley Village; undertake projects of particular interest to the community and school children; regular social and educational activities.	$ 4,500.00	Completed	300	250	The funding has been used for the day-to-day running of the Society. This includes Society insurance, internet, maintenance, rent and consumables. This funding helps the Society supply research, information and assistance to local community facilities such as schools, churches and Braeside Park all of whom have been or are about to celebrate significant events. Dingley Village Historical Society has increased knowledge by exhibits, talks and open days. Evidence this has occurred is that we have an increasing number of requests for information from the society.		94

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6	Golden Days Radio	Community radio and internet broadcast service to 50+ citizens.	$ 2,500.00	Completed	2500	2500	This funding assisted us in continuing our vital community services in liaising with the over 50s cohort in meeting our requirements with the Community Broadcasting Association of Australia as part of our licensing agreement. More community groups have engaged with the station over the period		94
7	Mentone Public Library	Writers Development Program involving author read-throughs, discussions, and idea development sessions.	$ 3,000.00	Completed	600	550	The funding was used to pay ongoing, day-to-day, operational costs, including annual building and hub rent, internet monthly cost, annual subscription for Zoom, Public Liability Insurance, Consumer Affairs lodgement fees, author presentation fees, auditing fees, book purchases, etc. A new group of volunteers led by Steve Carey, President, and Warren Duncan, Treasurer, are focusing on the activities which proved most successful in recent years, concentrating on writer events, courses and the Annual Writing Competition. The organisation's original purpose as a subscription-based public lending library has been effectively defunct for several years, and we have taken steps to de-emphasise that aspect of our original remit. Provision of this funding made a large difference, assuring that they had the capacity to cover running costs whereas before we were reliant on a combination of income from programs and various other Kingston Grants. This enabled us to have a strong financial platform to support our initiatives. Under the Partnership, we achieved a consistency and surety that we had never had before, including far less administration requirements. Funds have been efficiently used to offload our stock of ageing, unattractive books and cupboards, refurbish and thereby allow the space to be a more enticing place for workshops, courses, seminars, author talks and writer meetings. This is bringing new people into the centre thereby building greater community interest in programs including poetry and competitions. An example of impact is that we now have a strong presence of young people eager to play Dungeons and Dragons. We have already witnessed new people eager to be members for new programs and the future looks bright.		100
8	Mordialloc & District Historical Society	Redesign our display space and add several new displays to attract and educate visitors on local history.	$ 3,500.00	Completed	350	300	Purchase of new computers to comply with Windows 11, prof IT support to set up; printing and laminating photos for exhibitions and history walks. Impact: Visitors experience - Kingston's only local history museum. Facebook members and followers increased. Walks still popular with local people. No age demographic is measured but visitors appear to include ages 20 - 90. Society seems stronger.		82
9	Mordialloc Jazz Orchestra (MoJO) - Mordialloc Brass Band	A community band that rehearses weekly and performances, including: Big Band Sunsets Festival, Jazzeoke, Carols by Kingston, ANZAC day services.	$ 10,600.00	Completed	2000	1500	Most of our funding was used to pay for our monthly Jazzeoke events. Money was paid back to Kingston for venue hire. Other expenses include new music charts and equipment. We would not have been able to run the September jazzeoke if some of the hire fees had not been waived. Our Musical Director has not been paid his monthly honorarium for the last 2 months. 2026 saw an increase in the number of gigs that we did, meaning that we reached more members of the community		94

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10	Our Lady of the Assumption Cheltenham Conference, St Vincent de Paul Society Vic	Emergency assistance to residents in the Cheltenham area, including home visitation, and material aid such as food or food vouchers, clothing, furniture, help with utility bills or back to school costs.	$ 1,100.00	Completed	1503	1490	The amount of $1,100 received under this Agreement was absorbed into the general funds of the Conference and was completely spent in providing a wide variety of assistance to the poor, needy and disadvantaged persons in our community. During 2025-26, our volunteers made 609 visits to the homes of those seeking help and provided help valued at around $120,000. For example, we purchased and distributed Supermarket food vouchers $30,400 and food parcels of purchased & donated foods valued at $31,300. Also, we made Part payments of Utility Bills $5,300, Education costs $19,200, Transport Costs $5,000, Accommodation $2,000, Whitegoods $1,900 and furniture $6,600. Included is our Christmas Hamper Project. Food Hampers were delivered to 82 families(127 adults & 89 children). Also we provided Retailers Gift cards for children's Christmas presents ($6,200). Our Sunday Bread Run delivered donated bread valued at about $9,900. Finally, we distributed Vouchers for shopping at Vinnies Stores (Op Shops) $10,700. Our goal was to satisfy as many requests from needy households as possible. We have made nearly 7% more home visits than last year.		100
11	Radio Carrum	Radio Carrum Helping Hand - community internet radio station providing quality, state of the art service.	$ 3,200.00	Completed	400	275	Funding assisted us with payments to broadcasting organisations, internet fees, podcast distributors, etc. and also to update equipment that was unserviceable. It has been a huge relief to get the funding as sponsorship is very difficult to obtain. Also, due to the cost increase to business we have lost sponsors, so the grant took pressure off having to chase more sponsorship. At Radio Carrum we continue to showcase a unique voice that complements the dynamic and exciting vibrancy of our local community. We are monitoring the opportunities and access that would eventuate with a Temporary Community Broadcast Licence.		94
12	Rotary Club of Chelsea	Vital Volunteers Night to thank the volunteers over an evening meal and festivities.	$ 3,000.00	Completed	65	65	The purpose of the Vital Volunteers working group is to bring together many of the local community groups and thank them for their efforts on behalf of Kingston Council. These funds were used to provide a meal as a means of thanking the Volunteers. Guest speaker for the night was - Phil Wall from Chelsea SES. This is a way for Kingston Council to thank its volunteer groups for their efforts and also gives the volunteer groups the opportunity to promote themselves and network between the groups. The Networking goal is having a positive effect. Volunteers enjoy meeting other volunteers.		80
13	South Oakleigh Wildlife Shelter	The largest wildlife shelter in suburban Melbourne delivering a ‘caring for wildlife’ program involving community education, engaging the men’ shed to build possum boxes, and coordinate volunteers to plant trees and put-up possum boxes.	$ 7,000.00	Completed	342	170	Funding supported: * Educational training programs * Design and printing of brochures * Catering * Possum boxes * Rescue equipment. I get a lot of calls from Kingston residents. Sometimes queries and sometimes rescues. Sometimes they want to volunteer. The funding meant that people could come to my place and pick up possum boxes. They also learned about the type of trees to plant. I had an open day which was a really big event. A lot of people attended, approximately 400 attended to my place. Deakin uni students have to do a project. One updated a website, one organised the open day. People attend the open day to learn about a particular animal. I have a program for the kids which are the uni students run, the program helps kids learn about animals. At the end, the kids receive a certificate of appreciation. Around 40-50 kids participate annually. At the end of the open day, we ask attendees to complete a survey.		88
14	Southern Area Concert Band	The Southern Area Concert Band (SACB) provides musical entertainment at various events. All Musicians of all abilities are welcome.	$ 9,581.00	Completed	950	400	The funding was used to support the SACB ongoing activities and programs. The grant accounted for approx 40% of the budget. This was for used for payment of musical directors of the three bands, new music and band equipment, venue hiring, etc. The funding has enabled the band to operate a balanced budget and continue our regular program of activities. The bands have performed in 14 music/concert events. We have 6 more music/concert events scheduled for the remainder of 2026. We have ongoing new members joining the bands, and returning members. We have dynamic community membership. The diversity of the membership continues to grow, reflecting the changes we see in the community.		94

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15	Southern Community Broadcasters (88.3 Southern FM)	Enhancing radio coverage of Kingston news and Council activities.	$ 4,000.00	Completed	1000	220	We used the funds for both the acquisition of new equipment to improve the resilience and reliability of the station, as well as to support our running costs. Purchases from the grant included a new rode microphone for use in the studio, a Dream Machine Pro piece of networking equipment, a 4G router to give our studio to broadcast link greater resilience, and 16 Ch Digital Rack Mixer/Stage Box to improve the flexibility of our broadcast chain. The funding helped us provide exposure for Kingston Council intiatives to the wider community. Some of examples of these were: On-air interviews with Cr Georgina Oxley — Mayor, City of Kingston. Giving regular Kingston Council updates including council governance/municipal monitors, Kingswood golf course development, youth strategy, stormwater and sporting projects, community priorities, budgets and local events. On-air interview with Mikail Liakos — Kingston Young Citizen of the Year, on living with vision impairment, accessibility advocacy, fundraising, sport and youth leadership. Feature of Marlene Nanscawen / Make a Difference Dingley Village Volunteer community service; recognised as Kingston Citizen of the Year 2026. A recurring Kingston Arts Hour showcasing exhibitions, theatre, performance and local artists.		94
16	St Brigid's Mordialloc Conference, St Vincent de Paul Society Vic	Emergency assistance to residents in the Mordialloc area, including home visitation, and material aid such as food or food vouchers, clothing, furniture, help with utility bills or back to school costs.	$ 1,100.00	Completed	352	352	St. Brigid's Mordialloc, St. Vincent De Paul Society has used the funds over the past 12 Months to supply food, essential supermarket cards and furniture/whitegoods or other forms of assistance to those disadvantaged residents within our community. The funding has assisted our clients to meet their immediate necessitates including food, furniture and transport costs. We have had an increase in requests from the needy from within the Kingston Council and have continued to meet their immediate needs.		100
17	St Vincent de Paul (Aspendale Conference)	Emergency assistance to residents in the Aspendale area, including home visitation, and material aid such as food or food vouchers, clothing, furniture, help with utility bills or back to school costs.	$ 1,100.00	Completed	150	150	The financial support provided by Kingston City Council was used to provide assistance in the form of material aid such as food or food vouchers, clothing, furniture, help with utility bills and educational costs. The services we provided helped struggling community members with meeting the financial and emotional demands of living with limited resources. The need for assistance has increased over the past year.		100
18	St Vincent de Paul Society, Mentone Conference No: 286	Emergency assistance to residents in the Mentone area, including home visitation, and material aid such as food or food vouchers, clothing, furniture, help with utility bills or back to school costs.	$ 1,100.00	Completed	246	231	Funding used to purchase Woolworths Essentials Cards for provision to Callers in need to enable them to purchase groceries, fresh food & vegetables, meat & personal items from a Woolworths Supermarket. Cards do not allow for the purchase of any liquor &/or cigarettes. The impact of the funding allows our Conference to provide Essentials' Cards to people who are urgently in need of groceries, food, vegetables, meat etc. This provides them with a source to be able to purchase items for their own use and helps them in difficult times. Callers are very grateful for our assistance in this regard. Assistance has remained steady over the past year in helping the needy when they are short on funds & unable to purchase groceries, fresh food & other items to help feed either themselves &/or family members. We endeavour to support them to help out when expenditure is more than income.		100
19	St Vincent de Paul Society, Chelsea	Emergency assistance to residents in the Chelsea area, including home visitation, and material aid such as food or food vouchers, clothing, furniture, help with utility bills or back to school costs.	$ 1,100.00	Completed	810	810	During the year the funding received was used to help purchase food ,clothing and furniture that was supplied to those in need. Impacted the lives of those who we visit by providing urgent material needs thus making their lives a little bit easier by improving their quality of life and sense of well being. In many cases our visitations to provide aid have resulted in financial and psychological relief and enabled a more positive attitude by the companion.Evidenced by face to face contact. An ease in financial stress in the short term allows for a mind set change that allows for a more positive outlook for the future over the longer term.		100

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20	St Vincent de Paul Society, Clayton South Conference	Emergency assistance to residents in the Clayton South area, including home visitation, and material aid such as food or food vouchers, clothing, furniture, help with utility bills or back to school costs.	$ 1,100.00	Completed	236	236	We have assisted deserved families with food and fuel vouchers, clothing and educational support. Several underprevileaged families were supported with their basic necessities including clothing and food. Assistance with educational expenses has a lasting impact on these children. The assistance provided helped the children from disadvantaged famielies to continue their education. The support provided every alternate month assisted many families even families with physically/mentally challenged members. Provided emergency support to family that was impacted by family violence.		100
21	St Vincent de Paul Society, Moorabbin	Emergency assistance to residents in the Moorabbin area, including home visitation, and material aid such as food or food vouchers, clothing, furniture, help with utility bills or back to school costs.	$ 1,100.00	Completed	740	350	These funds were utilised to assist disadvantaged residents of Moorabbin with supermarket vouchers for purchasing essential food supplies. Disadvantaged residents have been supplied with the means of overcoming critical food shortages in their lives. There has been a small increase in demand for our services.		100
22	St Vincent de Pauls, East Parkdale Conference	Emergency assistance to residents in the Parkdale area, including home visitation, and material aid such as food or food vouchers, clothing, furniture, help with utility bills or back to school costs.	$ 1,100.00	Completed	78	78	Funding enabled those in need to continue their struggle and progress from their disadvantaged state to the limit of our resources. Provision of emergency support to those in need by supplying them with Woolworths Essential cards to enable them to purchase food and other essential items, assistance with utility bills,rates,rent,car rego & other transport costs,removal expenses and other emergency relief. Delivering bread, rolls and cakes on a weekly basis and gift cards for the Vinnies Stores and bags of donated food generously provided by the local community via a bin at Thrift Park Shopping Centre. By regular attendance via donated bread & food delivery we have come to know the companions better and are able to discuss more openly their situations and offer help & advice. Our Companions feel that they are not alone. All assistance is provided with respect and empathy. We direct our Companions to other Government assistance including the City of Kingston and other Charities both in our area or other sources of assistance further afield. We believe that we are helping our companions manage their situation better by providing help when they are struggling. They learn to trust us & value our visits knowing that help without judgement is available.		100

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Operational & Partnership Grants - Specialist Community & Welfare Services									
1	Anglican Parish of Longbeach – Pantry 5000	Emergency and ongoing food relief for eligible people in the Southern Kingston and Northern Frankston regions.	$ 40,700.00	Completed	640	500	Pantry 5000 has provided emergency and ongoing food relief to 700 individuals and families in financial need in the local area including homeless people, pensioners, single parent families and people with mental health issues. Each week people receive about $100 -$120 value of food. A total of 10,543 hampers were distributed with a value of over $1,120,000 that has been saved by the community. The grant has; i) enabled Pantry 5000 to provide a varied range of food items that support families and individuals. ii) supported the ongoing operating costs of the activities including support for the power to run a cool room, 8 freezers and a large refrigerator, as well as the collection of garbage.		100
2	Bayside Community Information and Support Service	Emergency relief operating over two sites providing information, referral, support, advocacy and emergency relief to low income and vulnerable community members, experiencing financial hardship, disability or mental health issues within Kingston and Bayside regions.	$ 55,000.00	Completed	6653	1995	Funding contributes to our community outreach, emergency relief and administration costs. This funding allows BayCISS to avoid transactional emergency relief. Whilst emergency relief is the most common request, this funding supports us to provide wraparound services which help us identify the underlying crises and appropriate services and referrals to facilitate ongoing positive change. Outcome: An increase in Prepare4work appointments, less food vouchers and more food parcels with focus on nutrition, more students to support improved digital literacy, bill assistance including review of best prices.		100
3	Chelsea Community Support Service	Welfare services. Provision of emergency relief, food parcels, energy hardship support, financial literacy workshops.	$ 99,000.00	Completed	3605	3546	Funding received was allocated to the running costs of our agency allowing for ALL other funding received to be distributed to community members in need. Food vouchers, food parcels, car registration and license renewal, household goods, phones and phone credit, gap fees for medical and dental, prescription medications, travel expenses (MYKI's), school relief supports, utility bills, support with moving expense and storage unit fees. Without infrastructure in place that Kingston funds such as paid staff (0.9 FTE) utilities, IT, insurance, office expenses etc. we would not be able to open 5 days per week and manage our team of 22 volunteers to deliver the services we do to the community. Outcome: Broader reach to community members seeking support and assistance demonstrated by an increase in first time presentations and an increase in external referrals		100
4	Christian Resource Care	Emergency Resources exists to support those in our community facing hardship by providing emergency food relief.	$ 4,500.00	Completed	180	89	The funds were used to purchase food from Foodbank throughout the year. The funding helped emergency resources cover some of the cost of Foodbank purchases, allowing us to continue providing quality food parcels to families across Kingston (up to 100 families each week). As the cost of living continues to rise, this support helped many families manage the challenges of the past year. It also created opportunities for clients to connect with volunteers, helping to reduce social isolation and build stronger community connections. Overall, the funding made a real difference by providing practical support to people who needed it most.		86
5	Emerge Women & Children's Support Network	Family violence support service. In partnership with Peninsula Community Legal Centre, to provide specialist legal support services for women coming into refuge.	$ 61,669.00	Received after extended deadline – subject to Council decision	257	230	Place-based Legal Health Checks have been a significant and deeply helpful addition to holistic service delivery at our specialist family violence service. Most clients present with multiple interconnecting legal issues, and having on-site legal health checks have assisted the clients to access legal support, ensure that clients are referred to the right service and are allocated duty lawyers as is required.		50

	Name	Details	Funding Allocated	Acquittal Status	Reported Participants	Reported Kingston Resident Participants	Reported Impact of Funding, based on information provided by grant recipients	Date Held (Events Only)	Total Weighted Score
6	Family Life Limited	Welfare services. Specialist family services provider providing whole-of-community approach to build resiliency and healthy relationships, and to achieve better outcomes for survivors of family violence.	$ 45,088.25	Completed	234	33	This funding enabled the provision of 33 new counselling packages, each consisting of five psychology sessions through the Heartlinks program. The funded sessions were delivered by qualified psychologists and supported individuals and families experiencing a range of mental health concerns. Through this investment, clients were able to access timely, targeted support that may not otherwise have been available due to financial or service access barriers. The provision of structured counselling packages supported engagement in ongoing therapeutic work, contributing to improved mental health and wellbeing outcomes. Overall, the funding was directed entirely toward the delivery of direct client services, ensuring maximum community benefit through increased access to high-quality psychological care. The funding provided by the City of Kingston has delivered a meaningful and lasting impact on access to psychological care for vulnerable children and adults in the Kingston community. By pairing the grant funds with Medicare rebates, the upfront cost of ongoing support was significantly reduced, enabling many clients to continue beyond their initial funded sessions. This has supported longer-term engagement in care and contributed to more stable mental health outcomes. Importantly, the funding helped address a critical service gap. Alternative free services such as Headspace and Child and Youth Mental Health Services are often constrained by long wait times and strict eligibility criteria. The Kingston grant has enabled timely, affordable access to support for those who may otherwise have gone without care. Overall, this investment strengthened continuity of care and improved equitable access to essential mental health services within the community.		72
7	Make a Difference Dingley Village	Emergency Relief support offering food items, grocery vouchers, vegetables from the veggie patch, pharmacy scripts, portion of utility bill payments, fuel cards and financial counselling.	$ 80,000.00	Completed	3391	3306	1) Emergency food relief distribution covers - grocery vouchers & milk and bread - vegetables from our vegetable patch - fresh vegetables and fruit, eggs from Oz Harvest - essential pharmacy scripts assistance - utility bills (portion paid) - fuel cards - basic food for pantry usage 2) Financial counselling utilised by residents of Kingston - work goes beyond just budgeting and debt waivers; it's about a holistic and caring approach to each person's situation. This advocacy has taken many forms over the past year, including but not limited to: - Negotiating debt waivers, whether partial or total - Identifying areas of saving/reduced spending in budgets - Setting up long-term payment plans that are genuinely affordable - Getting a much-needed break from debt collectors/creditors (moratoriums) - Applying for utility relief grants and concessional discounts - Guiding clients on how to get early access to their superannuation in hardship cases - Identifying consumer law breaches and escalating matters to the Ombudsman We have found both areas overwhelmed with requests for assistance. The financial counselling requests skyrocket continually as need increases. Our work to build hope, motivation, and capacity — while offering practical support and walking alongside people experiencing homelessness — has only strengthened our commitment. Each story of resilience deepens our resolve to serve a hurting community with dignity, compassion, and the belief that brighter futures can be rebuilt. We are seeing more people step forward to volunteer and give back — including those who have overcome financial hardship and those who first arrived seeking emergency relief. Their willingness to help others reflects a growing strength, resilience, and generosity within our community, showing how support can inspire renewed purpose.		88

	Name	Details	Funding Allocated	Acquittal Status	Reported Participants	Reported Kingston Resident Participants	Reported Impact of Funding, based on information provided by grant recipients	Date Held (Events Only)	Total Weighted Score
8	Mentone Community Assistance & Information Bureau	Welfare services including emergency relief support (offering food, food vouchers, assistance with household bills, education and medical costs, transport costs and other material or financial support), budgeting, legal, advocacy, tax assistance, referral services and drop-in for a chat.	$ 60,394.29	Completed	1533	1410	*Emergency Relief Program - support in the form of food, food vouchers, assistance with household bills, education costs, medical costs, transport costs and other material or financial support. *Referral and Support Services - client referrals to appropriate providers where other resources are needed to fully support and assist the client. *Emergency Relief After Hours Food Support - food parcels supplied to local Police Stations for after-hours collection by individuals in need of emergency food relief. *Budgeting Service - to promote financial literacy of clients and address underlying reasons for their financial difficulties. *Free Legal Advisory Service - after hours service delivered by qualified solicitors. *Advocacy Service - assist in contacting organisations to help with their situation (eg Utility Relief Grants). *Information Service - provision of brochures and information to local residents advising them of the services and/or assistance available to them. *Tax Help Program - free Income Tax Return lodgement for low-income community members. *Assistance with Correspondence and Completing and Understanding Forms *Financial Counselling Referrals to a local provider. The position of a co-ordinator for Mentone Community Assistance & Information Bureau is vitally important to the service. The co-ordinator trains and supports the volunteers, provides considerable knowledge and experience to volunteers in understanding the complex needs of the clients who attend the service. New clients are increasing, often in acute distress due to uncharted circumstances and being unaware of where to get ongoing help. There is a growing need to support clients in determining a pathway to improving circumstances. This would be a difficult service to provide without a co-ordinator.		94
9	Peninsula Community Legal Centre	Legal support services at Chelsea and Westall Community centres. Family violence services.	$ 40,000.00	Completed	16500	1851	Free legal services to Kingston residents through a centralised intake service and visiting services in Chelsea and the Westall Hub. Services included advice, casework and court representation, community legal education and systemic advocacy activities to support Kingston residents. The funding enhanced our capacity to deliver free legal services, this not only improved access to justice for vulnerable and disadvantaged Kingston community members, it also enhanced the health and wellbeing for residents, when PCLC was able to secure legal outcomes. Kingston community accessed PCLC's suite of services via multiple entry points, intake, visiting services and court based services as well through community legal education and promotional activities. 31% of Kingston residents accessing PCLC's services were provided with casework and/or court representation services resulting in a positive resolution to their legal problem and 69% were provided with legal advice tailored to their circumstances to improve understanding of the law. PCLC lodged seven written submissions and participated in four government consultations, relating to family violence, renting, rooming houses and intervention orders and children.		100
10	South East Community Links	Youth welfare program to increase client and community engagement, strengthen and achieve positive outcomes for young people's social participation, wellbeing, economic and social inclusion and creation of pathways for future employment.	$ 9,628.00	Completed	3000	2500	Funding was used for the continuing presence of SECL support staff at the Westall Community Hub. This year of funding - supported by other programs has been a wrap up of program activities but has lead to a broader support of Kingston youth through the hub by our continuing presence of a youth worker and subsequent referrals into specialist services.		100

	Name	Details	Funding Allocated	Acquittal Status	Reported Participants	Reported Kingston Resident Participants	Reported Impact of Funding, based on information provided by grant recipients	Date Held (Events Only)	Total Weighted Score
11	The Motivation Ltd t/a The Women's Spirit Project	Welfare services to support and empower vulnerable women in the Kingston, Frankston, Mornington Peninsula and Casey regions, to transform their lives through participation in fitness, health and wellbeing activities.	$ 38,500.00	Completed	180	85	The program, delivered in partnership with Frankston City Council from March to May 2026, supported women experiencing multiple risk factors and social determinants impacting wellbeing. The 10-week program commenced with 29 participants and concluded with 22. Participants commonly experienced anxiety and depression (88%), loneliness and social isolation (82%), and low self-esteem (78%), alongside challenges such as grief, divorce, poverty, poor health and fitness, and social disconnection. Designed to inspire, empower and support women to transform their lives, the program delivered weekly health, wellbeing and personal development activities including goal and boundary setting, journaling, yoga, Wayapa, mandala creation, women's health and menopause education, group fitness, walking, communication and presentation skills. The program was supported by 12 mentors, four staff and two volunteers. Intentional mentor matching provided tailored support, including pairing women experiencing family violence or neurodivergence with mentors who had relevant lived experience or expertise. Participants developed strong social connections, with many continuing relationships through a post-program Facebook group and community activities. Past participants also became advocates, encouraging others to join. Mentors reported significant improvements in participants' confidence, wellbeing, resilience and social connectedness, while also experiencing personal growth, stronger wellbeing practices and meaningful friendships through their involvement.		86

	Name	Details	Funding Allocated	Acquittal Status	Reported Participants	Reported Kingston Resident Participants	Reported Impact of Funding, based on information provided by grant recipients	Date Held (Events Only)	Total Weighted Score
Operational & Partnership Grants - Neighbourhood Houses & Community Centres									
1	Cheltenham Community Centre	Operational Expenses	$ 89,000.00	Completed	49000	34300	The funding strengthened CCC's capacity to remain open, welcoming and accessible, enabling community members to participate in education, volunteering, food relief and community activities. Customer service staffing provided a consistent first point of contact for participants, families and residents seeking information, enrolment support, referrals and access to services. Funding supported the recruitment, training and supervision of 125 volunteers and 22 student placements, extending service capacity across the Community Café, food relief, education, administration and community programs. These opportunities also helped build skills, confidence, social connection and pathways to employment or further study. As Kingston's only community centre operating as a Registered Training Organisation, CCC maintained accessible Adult Education programs for 263 students, including 68 Adult Migrant English Program learners, while meeting essential compliance, administration and learner support requirements. This support is particularly valuable for people from CALD backgrounds and others facing barriers to education and participation. Funding also enabled CCC to continue its important food relief and Community Café services. During 2025, CCC distributed 3,432 kilograms of food relief and provided an average of 286 meals per month, alongside affordable refreshments, informal welfare support and opportunities for social connection. Overall, the funding enhanced access, inclusion, education, volunteering and community participation, supporting approximately 980 participants each week across Cheltenham and surrounding Kingston communities.		100
2	Mordialloc Neighbourhood House	Operational Expenses	$ 89,000.00	Completed	18240	15360	Mordialloc Neighbourhood House is and will be using the the funds for operational support. The funds are allocated toward salary and on costs of the finance, administration and the program coordinators positions. With the implementation of this new role since the funding, it allowed usus to increase the number of programs we deliver and our operation hours. Prior to the funding we were running at capacity with our staffing, having the ability to employee a program coordinator has allowed us to improve our media exposure, run new programs, collaborate more with other community business and organisations. In turn this has meant we have more foot traffic coming in the house and more community presence and made a huge on really understanding our community needs.		100
3	Mordialloc Community Centre	Operational Expenses	$ 85,000.00	Completed	1900	1400	The funds were used to provide operational and program support to suite of activities and services that we provide to the Kingston Community. The funding helps keep the doors open, assisting with operational costs such as staff wages, and utility costs. This inturn creates a safe, accessible space where people of all ages and backgrounds can gather, connect, and feel a sense of belonging. Council funding enables the centre to run affordable or free activities, these programs offer positive outlets for young people, lifelines for seniors, and support for families. This year we have added a number of new recreational programs for our seniors including Yoga and table tennis. Importantly for our centre funding provides volunteering opportunities, boosting confidence, skill-building, and community pride. We have seen an increase in volunteer participation.		100

	Name	Details	Funding Allocated	Acquittal Status	Reported Participants	Reported Kingston Resident Participants	Reported Impact of Funding, based on information provided by grant recipients	Date Held (Events Only)	Total Weighted Score
4	Aspendale Gardens Community Centre	Operational Expenses	$ 83,000.00	Completed	67600	64220	Our funding was used to support staff wages to over a range of our programs including operational staff and staffing wages to cover a range of our services and programs including our soft plastics recycling program, container deposit scheme, Kogo (knit one give one) sessions, playgroup, karate, junior giants basketball and our Friday childcare program. This funding allowed us to administrate our programs for the community. Without this funding we would not be able to manage these programs within our centre. Participation in our programs provides opportunities for people to develop friendships, learn, grow, connect and be active in their community. A kind and connected community reduces isolation, can break down barriers between different cultures and groups and improves mental well-being within the community. Our programs also support the physical wellbeing of our community members as a number of our programs align with physical fitness and personal well-being. The funding also allowed us to prioritise our environment by providing programs aligned to recycling and sustainable living education.		100
5	Chelsea Heights Community Centre	Operational Expenses	$ 75,000.00	Completed	37325	29860	The funding was strategically allocated to strengthen the Centre's operations, enhance programs and increase community participation. Funding supported program development through the purchase of equipment and resources, and the engagement of qualified instructors to deliver health and wellbeing, creative and skill-building activities. Funding also contributed to staffing costs, including key part-time roles responsible for service delivery, administration, program coordination and financial management. Professional development and essential compliance requirements, such as First Aid, Working with Children Checks and Police Checks, were also supported. Operational funding helped maintain a safe, accessible and welcoming facility, covering utilities, insurance, cleaning, maintenance, internet and essential software systems. Marketing and outreach activities, including promotional materials and local advertising, increased awareness of programs and services and helped attract new participants. The funding had a significant positive impact on the Centre's ability to respond to community needs. Enhanced programs and resources improved the quality, diversity and accessibility of activities, supporting increased participation and engagement. Investment in marketing and community partnerships broadened the Centre's reach and strengthened social connections among residents. Funding for operations and maintenance ensured the Centre remained a clean, safe and inclusive space that encourages learning, participation and belonging. Overall, the funding strengthened community connection, wellbeing and inclusion, while creating opportunities for people to engage, learn and thrive.		100
6	Dingley Village Neighbourhood Centre	Operational Expenses	$ 75,000.00	Completed	6500	5000	The funding was used in support of the ongoing delivery of programs and services at Dingley Village Neighbourhood Centre throughout the funding period. The funds were primarily used to contribute to operational expenses, including staffing, program facilitation, administration, and essential running costs such as utilities and insurance. This funding also enabled us to strengthen community engagement by maintaining core services, supporting volunteer coordination, and enhancing our communication with participants. It has allowed us to remain a welcoming, inclusive, and reliable space for the local community, with programs and services continuing to respond to emerging needs. It had a positive impact on our local community by enabling Dingley Village Neighbourhood Centre to continue offering accessible and inclusive programs, services, and events. It helped ensure that our doors remained open to people of all ages, backgrounds, and abilities, particularly during times of social and economic uncertainty. We could maintain a welcoming and safe environment where community members could connect and learn. It also allowed us to respond more flexibly to community needs, support volunteers, and reduce isolation through meaningful engagement and activities.		100

	Name	Details	Funding Allocated	Acquittal Status	Reported Participants	Reported Kingston Resident Participants	Reported Impact of Funding, based on information provided by grant recipients	Date Held (Events Only)	Total Weighted Score
7	Longbeach Learning and Activity Centre	Operational Expenses	$ 72,000.00	Completed	5712	4381	Funding was utilised to cover core operational expenses and staff salaries. All expenditure supported the ongoing delivery of programs and services at LLAC. This included wages for key staff and essential running costs (utilities, insurance, and administration), enabling us to deliver a growing program of community activities throughout 2025-26. The funding has had a significant positive impact on the LLAC community. It enabled us to maintain open doors, offer a stable program of activities, and provide a safe, welcoming space for people of all backgrounds. Support allowed us to: - Deliver a wide range of programs for adults of all ages, including health and wellbeing, art, language, and all-abilities classes. - Reduce barriers to participation for culturally and linguistically diverse (CALD) community members and people with disabilities. - Maintain social support groups and volunteering opportunities that directly address loneliness and social isolation, improving mental health and wellbeing. - Strengthen community partnerships with local schools, disability providers, and other community organisations. - Respond flexibly to emerging needs in the community by adding or adapting programs where needed, including new after-hours youth programming. As a result, the funding has directly contributed to building a more connected, resilient, and inclusive local community.		94

	Name	Details	Funding Allocated	Acquittal Status	Reported Participants	Reported Kingston Resident Participants	Reported Impact of Funding, based on information provided by grant recipients	Date Held (Events Only)	Total Weighted Score
Community Events Grants									
1	Australia Mission of SAI (AUMSAI)	Kingston Diwali – Festival of Lights	$ 25,000.00	Completed	5000	5000	The City of Kingston's funding support for Kingston Diwali 2025 helped bring the community together through a celebration of culture, inclusion and shared belonging. Council's contribution strengthened our capacity to deliver the festival and provided a foundation for community participation. The support helped create opportunities for residents from diverse backgrounds to experience Indian traditions, cultural performances and the spirit of Diwali. It encouraged intercultural understanding and provided a welcoming setting where families, young people and older residents could connect and celebrate together. For the Indian community, the funding recognised the value of preserving and sharing cultural heritage within Kingston. It supported opportunities for younger generations to engage with their traditions while strengthening their connection to wider Australian community. The festival also provided a platform for community organisations, volunteers and cultural participants to contribute their skills and build relationships. Working together strengthened local partnerships and encouraged a shared commitment to community wellbeing. Beyond the celebration itself, Council's support reinforced the importance of cultural diversity in Kingston. It demonstrated that multicultural celebrations are valued as opportunities to strengthen social connections, mutual respect and community pride.	29/11/2025	76
2	Chabad House of Dingley Village	Annual Jewish Community Festival	$ 10,000.00	Received after extended deadline – subject to Council decision	1000	450	City of Kingston funding enabled Chabad House of Dingley Village Inc to deliver three free community celebrations open to residents of all backgrounds and ages. Chanukah 2025 was an outdoor evening celebration where funding covered a mobile stage truck with sound and lighting, a large public menorah, seating, decorations and refreshments, allowing live music, speeches and a menorah lighting to be presented to families gathered on the lawn. Purim 2026, held on 3 March as Purim at the Beach, used funding for venue hire, a professional magic show, virtual reality and science experiment stations, Purim craft tables, a buffet dinner and the Megillah reading, providing structured activities for every age group. Lag B'Omer 2026 concluded the period with a beach bonfire gathering, with funding applied to firewood, fire safety equipment, permits, lighting, sound, seating and catering for an evening of singing and storytelling. Across all three events the funding removed cost barriers to participation, delivered professional entertainment and catering that would otherwise have been unaffordable, and strengthened a visible, recurring presence of Jewish cultural celebration in the public spaces of the City of Kingston. All funds were expended in line with the approved budget and within the funding period.	14/12/25, 3/03/26 & 4/05/26	64
3	Eisteddfod by the Bay	Eisteddfod by the Bay performing arts	$ 25,000.00	Completed	1451	752	The funding was used for the payment of venue hire, technical support and operational costs which have risen dramatically over the past few years. This funding will have a positive and lasting impact on the Kingston community by supporting an Eisteddfod that brings people of all ages and backgrounds together through singing, acting and instrumental. The Eisteddfod provides opportunities for local children, young people and adults to participate, develop their skills and build confidence in a supportive community and environment. It encourages creativity, celebrates achievement and gives participants the opportunity to share their talents with family, friends and the wider Kingston community. We have had positive feedback that people are unaware of such accessible and professional venues available in the City of Kingston. Funding will also help ensure that the Eisteddfod remains accessible and inclusive, reducing barriers to participation and enabling more members of the community to take part, The event strengthens connection between local families, schools, teachers, performers volunteers and community organisations, helping to foster a strong sense of belonging. Beyond the participants themselves, the Eisteddfod creates opportunities for the broader community to come together, attend performances and celebrate local talent. By investing in this event, the grant will help sustain an important community and cultural activity that contributes to the vibrancy, wellbeing and connectedness of Kingston.	Various	74

	Name	Details	Funding Allocated	Acquittal Status	Reported Participants	Reported Kingston Resident Participants	Reported Impact of Funding, based on information provided by grant recipients	Date Held (Events Only)	Total Weighted Score
4	Hellenic Community of the City of Moorabbin	Greek carnival	$ 5,796.37	Completed	600	500	We used the funds to run our annual festival celebrating diversity of cultures that has been running for the last 20yrs. The festival is very popular which brings together different cultures/nationalities/families and people who are isolated. The Carnival drew the attention and interest of people/cultures throughout Melbourne & country Victoria to our carnival sponsored by the City of Kingston.	23/2/26-23/3/26	88
5	L'Chaim Chabad	Chanukah @The Foreshore	$ 10,000.00	Completed	1000	800	Funds were used towards the cost of entertainment, activities & food for the event. The funding enabled us to create a beautiful community event that attracted people from all over to the Mordialloc foreshore, and created an amazing sense of community cohesion that has continued through the year. Outcomes: We have had letters, calls and visits of support from local residents of other faiths. We had attendees from various areas of the community, As the event is free of charge, we were able to offer food a drink to those who are living rough. We were able to showcase our wonderful jewish culture.	26/12/2025	76
6	Melbourne Shwetambar Jain Sangh	Paryushan Maha Parva - Festival of Kshamapana (forgiveness)	$ 10,000.00	Completed	1340	750	The funding was utilized towards the hiring of Kingston Hall in Moorabbin to support the Festival of forgiveness event during the event dates. The funding had a positive impact on the Kingston community by enabling the successful delivery of a two-day Paryushan Maha Parva celebration at Kingston City Hall in Moorabbin. The funding assisted with the cost of hiring a suitable community venue, making it possible for local families and community members to come together in a safe, accessible and welcoming environment. The event provided an opportunity for community members of different ages to participate in cultural activities, maintain important traditions, and strengthen their connection with the community. It also encouraged families and younger members to engage with their culture. The celebration helped promote community inclusion, social connection and a sense of belonging, while providing a meaningful opportunity for members of the broader Kingston community to learn about and appreciate Festival of forgiveness. Overall, the funding directly contributed to bringing the community together and supporting the continuation of important cultural and Community activities within the Kingston area & celebrate the festival at this scale.	July - September 2025	100
7	Mordialloc Jazz Orchestra (MoJO)	Big Band Sunsets Festival	$ 13,600.00	Completed	2000	1500	Over the course of 4 weeks we delivered our Big Band Sunsets festival at Hazel Pierce Reserve. We provided free, family-friendly and inclusive entertainment to the residents of Kingston and its surrounds. Local school and community groups were invited to perform throughout the afternoon, and we held free swing dance lessons each evening. This year we had bigger crowds than in previous years.	February 2026	88
8	Parkdale Gift	Beachside Gift and Sand Classics	$ 25,000.00	Completed	2000	700	The funding was utilised by supporting the events through funding of logistics for both the Beachside Gift and the Sand Classic. The impact of the funding is crucial as it pays for the logistics of the events and without Councils support the events would not proceed.	31/01/26 & 1/03/26	94

	Name	Details	Funding Allocated	Acquittal Status	Reported Participants	Reported Kingston Resident Participants	Reported Impact of Funding, based on information provided by grant recipients	Date Held (Events Only)	Total Weighted Score
9	Waterways Residents Association	Waterways Community Festival	$ 10,500.00	Completed	2500	2350	The City of Kingston Annual Grant funding was utilised to support the delivery of the 2025 Waterways Community Festival, which was held on Sunday, 7 December 2025. The funding contributed directly to event costs, including sound equipment, entertainment, marketing and promotion, children's activities and equipment hire. These elements were essential to ensuring that the festival was free, safe, and accessible to all members of the Waterways community. The 2025 festival was very similar in scope and delivery to the 2024 event, again attracting more than 2,500 attendees. The funding allowed us to continue to bring together a highly diverse community – with over 40% of residents born overseas and many speaking languages other than English – to celebrate cultural inclusion, community pride, and local connections. The grant enabled us to provide: - A wide range of entertainment and cultural performances representing our diverse community. - Activities and amusements for children and families that encouraged participation across all age groups. All grant funds were fully expended in line with the funding agreement, and no variations to the budget were required. City of Kingston funding supported WRA to deliver a well-attended local community festival that brought residents and families together and strengthened community connections. Approximately 2,500 people attended the Waterways Community Festival, demonstrating strong community participation in the event. The festival provided an opportunity for residents to connect with neighbours, participate in activities and enjoy a shared community experience within their local area. It supported community wellbeing by encouraging social interaction, participation and a stronger sense of belonging. The event welcomed people of different ages and backgrounds and provided an opportunity for families, children and other residents to participate together in a positive and inclusive environment. For WRA, Council's funding was important in enabling us to deliver an event that supports community cohesiveness and provides opportunities for residents to connect and actively participate in community life.	7/12/2025	100

Notes:
•A total of 94 grants were originally due for acquittal. Two funding agreements were terminated during the funding period, with the full grant amounts returned to Council. These grants were therefore not required to submit acquittals and are not included in the 92 grants reported above.
•Participant and Kingston resident participant figures are self-reported by grant recipients and have not been independently verified by Council.
•Reported impact statements are based on information provided by grant recipients. Three responses were too lengthy for inclusion in full and have been summarised with AI assistance.
•Acquittals are assessed against three criteria: timely submission of a complete acquittal (30%); delivery of the funded activity in line with its approved purpose (30%); and achievement of the proposed outcomes (40%).

Kingston Grants Program Policy

City of KINGSTON

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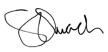
1 Document Control

The electronic version of this document is the controlled version. Printed copies are considered uncontrolled. Before using a printed copy, verify that it is the current version.

RESPONSIBLE GENERAL MANAGER	General Manager Community Strengthening
POLICY OWNER	Manager Inclusive Communities
APPROVED BY	Council
EFFECTIVE DATE (If different from approval date)	17/11/2026
SIGNATURE	
REVIEW DATE	1/01/2030
CM REF AND VERSION	26/317019 V6
VERSION HISTORY	This Policy Replaces Versions 23/251230, 25/101827 25/209354, 26/33502, and 26/170680.

2 Purpose

This Policy sets out the approach to Council's provision of financial assistance to the community through *grants*, as offered through the Kingston Grants Program.

3 Scope

3.1 Grants

This Policy applies to the *grant streams* listed below and further detailed at Appendix A: 'Kingston Grants Program – Grant Streams Overview' of this Policy.

- Event Sponsorship Grants
- Operational & Partnership Grants
- Community Bi-annual Grants
- Community Small Grants

3.2 Council Representatives

This Policy applies to all Council officers, Councillors and external personnel who have responsibility for planning, assessing, deciding, managing and/or evaluating *grants* for any *activities* of any dollar value for, or on behalf of, Council.

3.3 Community Representatives

This Policy applies to community members who apply for (*applicants*) and/or receive (*recipients*) a Council *grant* for any *activities* of any dollar value, or who at Council's discretion, are engaged by Council to contribute to assessing and making recommendations for *grants*.

4 Policy Details

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 key directions (*strategic priorities)* as identified in the Council & Wellbeing Plan 2025-29 and other strategic documents.

4.1 Strategic Context

Council provides *grants* consistent with the following *key directions* under the Council & Wellbeing Plan 2025-29:

- Healthy & Connected
- Vibrant & Prosperous
- Liveable & Sustainable
- Responsibly Governed

The latest published Council & Wellbeing Plan 2025-29 can be found on Council's website, together with supporting policies, strategies, and action plans.

4.2 Objectives

The Kingston Grants Program aims to:

- Assist the delivery of Council's *key directions*
- Provide fair, inclusive, and equitable opportunity for the Kingston community to seek financial assistance through *grants* from Council
- Support a diverse range of *organisations and community groups*, businesses, artists, and *activities*, that respond to identified local needs and achieve positive outcomes for the Kingston community
- Commit to processes that support sound management and governance of *grants*

4.3 Guiding Principles

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.

4.4 Funding Priorities

Council is committed to ensuring the best use of funds through its *grants* programs to maximise benefits for the Kingston community. Funding priorities are guided by the Council & Wellbeing Plan 2025–29 and are delivered through Council's established grant *streams* and categories.

In addition, Council may endorse specific priorities to guide the allocation of funding through the Community Bi-annual Grants and Community Small Grants streams. These priorities may reflect key focus areas of the Council & Wellbeing Plan 2025–29, including:

- Youth Engagement and Support
- Climate Action and Sustainability
- Aboriginal and Torres Strait Islander Recognition and Self-Determination
- Equity, Inclusion and Social Justice
- Community Health and Wellbeing
- Welfare support
- Community Safety and Family Violence Prevention
- Connected and Resilient Communities
- Arts, Culture and Heritage
- Active and Healthy Lifestyles
- Digital Inclusion and Innovation
- Support for Older Adults and Carers
- Access to Nature and Open Space

4.5 Kingston Grants Program – Grant Streams and Categories

The Kingston Grants Program includes the following grant *streams* and categories:

- **Event Sponsorship Grants** (up to $25,000 annually, for up to two years for established events or one year for new events) – For the delivery of large-scale events in Kingston that are accessible to the wider community. Eligible events may include cultural celebrations, performing arts, community festivals, and competitions that recognise and celebrate Kingston's diversity, places, talents, cultures, and unique characteristics.

- **Operational & Partnership Grants** (three years of funding) **–** For the operational costs of not-for-profit *organisations and community groups.*
    - **Neighbourhood Houses & Community Centres (NH&CC)** (up to $100,000 annually with a 3% annual increase) – For Neighbourhood Houses & Community Centres.
    - **Welfare Services**
        - **Emergency Relief** (up to $110,000 annually) – For services that align with the *Emergency Relief Funding Model*.
        - **Welfare Support** (up to $60,000 annually) - For non-Emergency Relief welfare services that deliver specialist programs.
    - **Community Interest Organisations** (Up to $20,000 annually) – For organisations that strengthen community life.
    - **Multicultural & Seniors** (Up to $7,000 annually) - For Kingston's multicultural and seniors groups.

- **Community Bi-annual Grants** (one year of funding up to $10,000) – For new or once-off activities that align with the Council & Wellbeing Plan 2025-29.
    - **Community Projects & Programs –** For not-for-profit *organisations and community groups* activities.

  - **Minor Capital Works** – For not-for-profit *organisations and community groups* to make small improvements to community buildings or outdoor spaces in Kingston or install energy-efficient appliances or equipment.
  - **Arts Projects & Programs -** For artists seeking to create and present arts activities in Kingston.
  - **Local Business Community Impact** – For for-profit businesses that contribute to the diversity of community activities within Kingston.

- **Community Small Grants** (one year of funding up to $2,000) - For not-for-profit *organisations and community groups* delivering smaller-scale once-off activities that align with the Council & Wellbeing Plan 2025-29.
  - **Community Projects & Programs** – For activities that strengthen the Kingston community.
  - **Community Celebrations** – For small-scale gatherings that celebrate culture, identity, or local milestones.
  - **Small Equipment** - For the purchase of small equipment.
  - **Capacity Building** – For activities that build capability (skills, succession planning, governance).
  - **New Group Start-Up Support** – For new groups to become established and *incorporated*.

4.6 Grants Administration & Decision-Making

The Kingston Grants Program involves *application*, eligibility, assessment, decision-making, funding allocation, grant management and reporting stages.

4.6.1 Application Requirements and Eligibility

Application Process

All *application*s must be submitted via the official *application* process. Only complete *application*s, including all required approvals and supporting documentation, will be considered. Council will not fund any costs associated with the preparation of funding *application*s, reporting, or grant management. Council will provide support to assist *applicant*s and grant *recipients*.

Late applications will only be considered by the Manager of Inclusive Communities in exceptional circumstances. Exceptional circumstances will generally not include the illness, leave or holiday of a single member of an applicant organisation where the organisation could reasonably have made alternative arrangements.

Alignment with Council Priorities

*Application*s must:

- Align with funding priorities related to the Council & Wellbeing Plan 2025-29.
- Align with the purpose of the relevant grant *stream* and *category*.
- Comply with all Council policies, applicable laws, government directions, and legal agreements.

Funding Restrictions

*Application*s must be for a distinct *activity* not already funded through another Kingston Grants Program *stream* or the Kingston Charitable Fund.

Funding will not be provided for:

- Replacing reduced or discontinued income from other sources.
- Duplicating funding for the same *activity* across multiple grant *streams*.

- Duplicating activities already provided by Council or other sources for the same audience.
- Activities that are the core responsibility of the State or Commonwealth Government, non-government entities, or part of the school curriculum.
- Reimbursement for costs incurred prior to funding allocation and execution of a *Funding Agreement*.

Eligibility
Each grant *stream* or *category* has specific eligibility requirements, as outlined in the respective program guidelines.

To be eligible for funding from the Kingston Grants Program, *applicant*s must:

- For Community Small Grants (including Community Projects & Programs, Community Celebrations, Small Equipment and Capacity Building categories), Community Bi-annual Grants (including Community Projects & Programs, Minor Capital Works and Arts Project & Programs categories), and Operational & Partnership Grants you must be, or be *auspiced* by, an incorporated not-for-profit organisation or community group.
- For Event Sponsorship Grants applicants must be an incorporated organisation, company or other legal entity with separate legal status.
- For Community Bi-annual Grants – Local Business Community Impact applicants must be for-profit businesses that have operated in Kingston for a minimum of 12 months, and have an annual turnover of less than $1,000,000.
- For Community Small Grants – New Group Start-up Support applicants must be an unincorporated not-for-profit community group applying to become incorporated.
- Be located in Kingston or demonstrate a significant benefit to the Kingston community.
- Hold appropriate insurances.
- Not have outstanding debts to Council (unless subject to an approved payment plan).
- Have met all applicable obligations to relevant government institutions, such as Consumer Affairs Victoria, the Australian Not-for- Profit and Charities Commission, the Australian Securities and Investment Commission, and WorkSafe Victoria.

4.6.2 Assessment

All *application*s will be assessed against the published Assessment Criteria. The criteria and assessment processes for each grant *stream* and *category* are detailed in the relevant Guidelines.

The following grants will be assessed by the Kingston Grants Program Assessment Panel:

- Event Sponsorship Grants
- Operational & Partnership Grants – Neighbourhood Houses & Community Centres category
- Operational & Partnership Grants – Welfare Services category
- Operational & Partnership Grants – Community Interest Organisations category
- Community Bi-annual Grants

The Assessment Panel membership and role is defined in the Kingston Grants Program Assessment Panel Terms of Reference. The Panel receives specialist advice from subject matter experts and makes funding recommendations to Council.

The assessment of Operational & Partnership Grants – Multicultural & Seniors category, and Community Small Grants are delegated to Council Officers. Delegations and authorisations are outlined in Section 5.1 of this Policy.

The Operational & Partnership - Multicultural & Seniors category is assessed by a formula-based funding model. If the total amount calculated under the funding formula exceeds the available budget, allocations for all successful applicants will be reduced proportionally to remain within the approved budget.

4.6.3 Decision-Making

Grant funding decisions are made by Council unless delegated to Council Officers. Delegations and authorisations are outlined in Section 5.1 of this Policy.

4.6.4 Funding Allocation

Following the funding decision, the successful *applicant* must enter into a *Funding Agreement* before any payment is released. Payment will only be made once all grant requirements have been met. Funding will not be released if the *applicant* has any previous Council *grants* that have not been successfully acquitted. Annual *grant* instalments for multi-year *grants* will only be released once the previous year's funding has been successfully acquitted and all reporting requirements have been met.

4.6.5 Grant Management

Grant recipients must acknowledge Council's support in any publications or advertisements related to their activity.

Any proposed changes to funded activities must be communicated to Council as early as possible, and completion of a *Funding Variation* form may be required. Grant funds must be expended within the timeframe specified in the funding agreement, unless a *Funding Variation* has been approved to extend the *activity* timelines and *acquittal* due date.

4.6.6 Reporting

Grant recipients are required to submit an acquittal within two months of the annual funding period or within two months of completing the funded event. The acquittal must include a report on activity outcomes and evidence demonstrating that funds were expended in accordance with the approved application and funding agreement.

For Community Small Grants, Community Bi-annual Grants, Operational and Partnership Grants in the Multicultural and Seniors category, and Event Sponsorship Grants, acceptable evidence of expenditure includes receipts, or where receipts are not available, a Statutory Declaration outlining how grant funds were spent.

For Operational and Partnership Grants within the Neighbourhood Houses & Community Centres, Welfare Services, and Community Interest Organisations categories, recipients may provide receipts or the following evidence in lieu of receipts:

- a detailed financial summary, including an annual financial report, together with a Statutory Declaration confirming that the grant funds were expended in accordance with the funding agreement; or
- an audited financial statement.

Information collected through acquittals, including outcomes, scoring and associated metadata, may be made publicly available through Council meeting records to support transparency and public accountability.

4.6.6.1 Acquittal requirements

Acquittals must be submitted by the specified due date and contain all information required by Council. Acquittals will be reviewed to confirm that funding has been used in accordance with the approved purpose.

Where an acquittal is incomplete or further information is required, recipients will have 30 days from the date of notification to provide the requested information or documentation. If the acquittal remains outstanding or unresolved, a final 10-day period will be provided from the date of Council's final notification.

Failure to have an acquittal completed and accepted within the required timeframe will be considered a breach of the funding agreement and will result in the following:

Annual funding recipients

- The recipient will be ineligible to apply for Council funding in the following financial year.

Multi-year funding recipients

- The recipient will forfeit payment in the following year of the multi-year funding agreement.
- The recipient will be ineligible to apply for other Council funding in the following year.

4.6.6.2 Requests for an exception

Recipients who do not meet the required timeframe but subsequently submit a complete and satisfactory acquittal may request an exception to the consequences outlined in section 4.6.6.1.

An exception will not be granted automatically and will only be considered where the recipient can demonstrate compelling reasons for the delay. Any request for an exception must be considered and approved by Council.

Where Council approves an exception, the recipient will remain eligible to apply for Council funding in the following financial year and will not be required to repay funding that has been satisfactorily acquitted. For multi-year funding recipients, the subsequent year's payment will also remain payable in accordance with the funding agreement.

4.7 Good Governance

Council will ensure high standards of governance are upheld in the provision of *grants*. Our approach to *grants* governance gives effect to the Guiding Principles in section 4.3 of this Policy, and is guided by Australian Standard AS 8000 that sets standards in relation to governance, including probity assurance.

4.7.1 Transparency and accountability

- All *grants* available will be promoted to the community.
- Approved *grants* will be published to the community.
- Program Guidelines will be developed and published for all *grant streams* and *grant categories* determined by Council.

- Program Guidelines will provide information about:
    - All *grant streams* and *grant categories* available
    - The *application* process
    - Eligibility requirements as to who can apply and the types of *activities* and expenses that can be considered
    - *Assessment* criteria and process
    - Funding priorities
    - Timelines
    - General conditions that apply to *grants*
    - Reporting and *acquittal* requirements
    - Support available for *applicants*.
- Unsuccessful *applicants* will be provided feedback on the reasons their *application* was unsuccessful.
- *Applicants* approved for partial funding will be provided feedback on the reasons for partial funding.
- *Recipients* must enter into a *funding agreement* with Council before any monies are released.
- Any variation to a *grant* approved by Council must be requested in writing by the *recipient* and approved by Council officers. A variation may relate to time, value or scope. *Recipients* cannot be allocated additional funding.
- *Recipients* must acquit their *grant* to ensure that the *grant* received has been spent in accordance with this Policy, the published Program Guidelines, and in accordance with the *funding agreement*.
- Unspent funds must be returned to Council.

4.7.2 Fairness and equity

- Council will ensure that *grants* are equitably available to a diverse range of *organisations and community groups, businesses* and artists across a broad range of *activities* that are consistent with Council's *strategic priorities*.
- Available *grants* will be widely promoted to the community using multiple channels to reach as many people as possible. This may include (but is not limited to) Council's website, Council's eNews, Council's social media, advertisement in local newspapers, direct e-mail to previous *applicants* and *recipients*, notices across Council's community hub locations, and provision of information sessions.
- Council will provide *application* development support and links to language and accessible services to assist *applicants* who are from non-English speaking backgrounds or have a vision or audio impairment.
- Council will make its best efforts to remove barriers and discrimination in the *grants* process. This includes (but is not limited to) where barriers arise due to language, culture, mobility, disability, age, gender, safety, and technology access and literacy.
- *Application*, *assessment*, *funding agreement*, and *acquittal* requirements will be proportionate to the monetary value and risk level of a *grant* requested or received.
- All *applications* will be considered using the same eligibility and *assessment* criteria for the applicable *grant stream* as set out in published program Guidelines.
- *Applicants* and *recipients* must demonstrate that their *activity* is made available to the community without discrimination on the basis of access, equity, and human

rights and responsibilities.

- While funding decisions are final, applicants may raise concerns about the administration or process associated with a funding decision in accordance with Council's Complaints Policy.

4.7.3 Impartiality and ethical conduct

- All staff, Assessment Panel members, and Councillors involved in the administration, assessment, or decision-making of grants are required to complete annual training on maintaining the integrity of the grants program and managing fraud and corruption risks, as recommended in the VAGO Fraud Control Over Local Government Grants report. Council provides mandatory training for staff and Councillors that covers:
    - Declaring and managing conflicts of interest
    - Fraud risks specific to grant programs
    - The council's relevant policies and procedures.
- Council will offer *grants* without bias to maintain trust in the *application* and *assessment* process.
- Council will ensure that collusive or otherwise unethical behaviours that may lead to bias or undue influence are well-managed by ensuring that *applications* are considered on their merits consistent with published program Guidelines.
- The *assessment* process will ensure separation between those that assess and make recommendations on *applications* and those that decide on *applications*.
- Council will establish a Grants Assessment Panel to assess and make recommendations on *applications* that are determined to be higher value/higher risk (i.e. *applications* to Operational & Partnership *Grants* (except Multicultural & Seniors *category)*, Community Bi-annual *Grants*, and Event *Sponsorship Grants*). This panel will operate to a documented Terms of Reference.
- Council will appoint an independent probity representative to observe meetings of Council's Grants Assessment Panel, where this panel is used in the *assessment* process and in accordance with the Terms of Reference of this panel.
- All funding decisions will be recorded. If a funding decision is inconsistent with a funding recommendation, the reason for this difference will also be recorded.
- Letters of support from Councillors submitted with an *application* by *applicants* will not be considered during the *assessment* process.
- No funding recommendations will be presented to Councillors for decision at the time of Council elections, in accordance with Council's Election Period Policy.

4.7.4 Misuse of position

- Under Section 123 of the Local Government Act 2020 (Vic), Councillors and members of delegated committees must not intentionally misuse their position to gain or attempt to gain, directly or indirectly, an advantage for themselves or another person, or to cause or attempt to cause detriment to the Council or another person.
- Examples of misuse of position could include, but are not limited to:
    - Making improper use of information or confidential material acquired as a Councillor;
    - Disclosing confidential information without authority;

- Directing or improperly influencing staff;
- Using public resources or funds for unauthorised purposes;
- Councillors with a conflict of interest trying to influence other Councillors; or
- Participating in decision-making where a conflict of interest exists.

- To mitigate risks associated with grants decision-making, Council will ensure that:
  - All Councillors, Assessment Panel members, and staff involved in grant assessment or decision-making undertake annual governance and probity training, including managing conflicts of interest and maintaining program integrity;
  - Conflicts of interest are declared, documented, and managed in accordance with Sections 127–131 of the Act;
  - Councillor involvement in the grants process is limited to considering and approving recommendations made through the established assessment process; and
  - All decisions are documented and made transparently in accordance with Section 9(2)(i) of the Act, which requires that Council decisions, actions, and information are to be transparent.
- These measures collectively uphold the integrity of the Kingston Grants Program and ensure compliance with legislative and governance obligations.

4.7.5 Value for money

- Council will obtain best value in the use of public funds in the way it provides *grants*. This will be done in accordance with Council's *key directions* set out in the Council & Wellbeing Plan 2025-29, and in alignment with published Program Guidelines.
- *Applications* will be considered against financial and non-financial value-for-money considerations, expressed in formula funding approaches and as *assessment* criteria set out in published Program Guidelines.
- Council will consider the monetary value of *grants* in its expectations of community benefit that can reasonably be delivered through the *activity*.
- Council will ensure that periodic evaluation of the benefits and outcomes achieved from *grants* is undertaken.

4.7.6 Conflict of interest management

- In line with expected conduct standards for Councillors and Council officers, Council will proactively manage actual, potential or perceived conflicts of interest when assessing, making recommendations, and deciding on *applications*.
- Any person involved in assessing, making recommendations, and deciding on *applications* will be subject to Council's conflict of interest declaration and management process for *grants* set out in Council's Grants Standard Operating Procedures and in accordance with Council's Conflict of Interest Policy.
- Councillors will be subject to standing conflict of interest declarations and management processes where recommendations are presented to a meeting of Council for a decision.
- Grant funds must be used solely for approved purposes. Grant funds must not be used to provide an improper private benefit to an individual associated with the

recipient, or their family members or associates. Any actual, potential or perceived conflict of interest must be declared and appropriately managed.

- Recipients must take reasonable steps to avoid conflicts of interest and manage unavoidable conflicts transparently and in accordance with Council or officer directions.
- Failure to disclose or appropriately manage conflicts may result in suspension, termination or recovery of grant funds.

4.7.7 Confidentiality management

- Notwithstanding Council's commitment to transparency, some information collected, developed and held in relation to *applications*, *applicants*, *recipients*, and *acquittals*, needs to remain confidential as per the *Local Government Act 2020* (VIC), to uphold *grants* process integrity.
- Council will use appropriate systems and procedures, including access permissions and controls, to ensure the security and disposal of *grants* information.
- Information about *grants* will only be shared on a need-to-know basis with time limits imposed to access certain information, as appropriate.
- Any person involved in assessing, making recommendations, and deciding on *applications* or otherwise having access to *grants*-related information will be subject to Council's conduct and policy requirements for handling Council information.

4.8 Budget

Council allocates an annual funding pool for distribution across the nominated *grant streams* in accordance with Council's annual budget planning process.

For nominated multi-year *grant streams*, Council makes a multi-year budget commitment for allocation through the annual funding pool for distribution.

Council will reserve the right to target funding to areas that align with its *key directions* or other identified emerging needs. The community will be notified of such preferences through published program Guidelines.

4.9 State of Disaster, State of Emergency or Critical Incidents

Council will reserve the right to adopt streamlined and flexible *grants* processes to facilitate an immediate response to an emergency, crisis or disaster.

This includes, but may not be limited to, instances where a State of Disaster or a State of Emergency is declared under the *Emergency Management Act 1986 (Vic), Emergency Management Act 2013 (Vic),* or *Public Health and Wellbeing Act 2008* (Vic).

For all such events and incidents, Council officers are required to deliver *grants* as directed by Council's Chief Executive Officer, or their delegate, and in accordance with Council's Instruments of Delegation.

4.10 Relationship to Other Funding Programs

4.10.1 Kingston Charitable Fund

Established in 2006, the Greater Melbourne Foundation operates as a not-for-profit *organisation* independent from Council. Its purpose is to raise and distribute funds to community *organisations* with Deductible Gift Recipient (DGR) and Tax Concession Charity (TCC) status (i.e. charitable *organisations*), to support initiatives that deliver benefits to the Kingston community.

Council supports the program by promoting funding opportunities through the Kingston Charitable Fund and providing recommendations to the Greater Melbourne Foundation board for approval. Council does not directly manage or distribute the funding pool.

4.10.2 Other Funding Sources

Where appropriate, Council at its discretion may:

- Transfer or delegate a funding request to another Council program for consideration.
- When assessing a request for any Council *grant*, consider and advise an *applicant* of alternative means of funding or in-kind support that may be appropriate for the nature of the *application* submitted. This support may be within or external to Council.

4.11 Review and Evaluation

From time to time, circumstances may require minor administrative changes to this Policy. Minor administrative changes that do not alter eligibility, funding entitlements, assessment criteria, decision-making authority or the substantive intent of a grant stream or category may be approved administratively. Any material change must be considered and approved by Council.

The Kingston Grants Program and its *grants streams* will undergo periodic review to ensure they remain responsive to Council's *key directions* and community needs. Council uses information collected in the *grants* process and through targeted consultation as required to inform continuous improvement in how *grants* are provided. The information will be considered against the objectives for the Kingston Grants Program outlined in this Policy.

5 Delegation Authority and Decision Guidelines

5.1 Delegations / Authorisations

Council delegates:

- The Manager Inclusive Communities to accept or reject late applications.
- The Manager Inclusive Communities, Team Leader Community Capacity and Partnerships, and Coordinator Community Capacity, to:
    - determine *applicant* eligibility and *application* alignment with funding *streams*, categories and Emergency Relief funding tiers.
    - make funding decisions for the Community Small *Grants and Operational & Partnership – Multicultural & Seniors grants.*
    - approve *Funding Variation*s aligning with the intent of the funded *activity,* excluding increases to approved funding amounts. These changes will be documented via *Funding Variation* forms.

- The Chief Executive Officer, or their delegate, in the event of a State of Disaster, State of Emergency or Critical Incidents in accordance with section 4.9 of this Policy.

Where funding decisions differ from Assessment Panel recommendations, Council will provide their reasons for amending recommendations.

5.2 Exemptions

Exemption to this Policy must be requested in writing to the Manager Inclusive Communities, with information outlining:

- The requesting Council officer and department
- The nature of the *grants*
- Reason(s) as to why an exemption is required
- Sign-off by the Manager of the requesting department.

Requestors should note that exemption is not automatic and will only be considered in exceptional circumstances.

5.3 Human Rights Charter

This Policy has been reviewed against and complies with the Charter of Human Rights and Responsibilities Act 2006 (Vic).

6 Related Documents and Resources

6.1 Legislation / External Documents

Key relevant legislation and external documents include (but are not limited to):

- *Local Government Act 2020* (Vic), with specific reference to:
  - s47 – Delegations by Chief Executive Officer
  - s49 – Code of conduct for members of Council staff
  - s53-54 – Audit and risk committee
  - s55-58 – Community accountability
  - s70 – Prohibition of Councillor discretionary funds
  - s107 – Complaints policy
  - s123-125 – Improper conduct
  - s126-131 – Conflict of interest
  - s137-138 – Gifts
  - s139-140 – Councillor conduct
- *Associations Incorporation Reform Act 2012* (Vic) & Associations Incorporation Reform Regulations 2023
- Australian National Audit Office (ANAO) Reports
- *Charities Act 2013* (Cth)
- Charter of Human Rights and Responsibilities 2006 (Vic)
- *Commonwealth Grants Rules and Guidelines (CGRGs, 2017, Dept. of Finance)*
- *Corporations Act 2001* (Cth)

- *Disability Discrimination Act 1992 (Cth) & Disability Inclusion Principles*
- *Emergency Management Act 1986 & 2013 (Vic)*
- *Equal Opportunity Act 2010* (Vic)
- *Gender Equality Act 2020* (Vic)
- *Occupational Health and Safety Act 2004* (Vic)
- *Privacy Act 1988* (Cth)
- *Privacy and Data Protection Act 2014* (Vic)
- *Public Health and Wellbeing Act 2008* (Vic)
- *Racial and Religious Tolerance Act 2001* (Vic)
- *Victorian Auditor-General's Office (VAGO) Fraud and Corruption Control – Local Government and Grants Programs*
- Victorian Child Safe Standards (2022)
- *Victorian Grants Management Framework (DFFH/DTF)*
- *Victorian Integrity Agencies Guidance (from IBAC and the Local Government Inspectorate)*

6.2 Internal Documents

Key relevant internal documents include (but are not limited to):

- Child Safe Policy
- Complaints Policy
- Conflict of Interest Policy
- Council & Wellbeing Plan 2025-29 and supporting policies, strategies and action plans
- Election Period Policy
- Fraud and Corruption Policy
- Grants Assessment Panel Terms of Reference
- *Grant application and funding forms*:
    - *Application*
    - *Eligibility Check*
    - *Assessment*
    - *Funding Agreement*
    - *Funding Variation*
    - *Acquittal*
    - *Conflict of Interest declaration*
    - *Councillor Declaration*
- Instruments of Delegation
- Leasing Policy
- Kingston *Grants* Program Guidelines

6.3 Resources

For all Kingston Grants Program information including this Policy, the Program Guidelines, and supporting guidance, please refer to Kingston's website:
https://www.kingston.vic.gov.au/community/grants

This Policy is available in a variety of formats including hard copy, electronic, and large print from Council's website and Community Grants Officers - 1800 635 356. For translation services please call TIS on 131 450.

7 Definitions

Activity	A service, program, project, event, or other pursuit that is the subject of an *application* or *grant*.
Acquittal	Information provided by a *recipient* that ensures that funds have been spent and administered in line with the conditions of the *grant*. An *acquittal* is a report that outlines how the funds were spent (financial) and what was achieved with the support, including activities delivered, outcomes and benefits to the community.
Applicant	An *organisation,* business or artist who applies for a *grant*.
Application	The formal documented request for a *grant* submitted by an *applicant*, typically in response to a set of questions and information requested.
Auspice	An agreement where one *organisation* agrees to apply for and manage a *grant* on behalf of another *organisation*. The *auspice* is responsible for financial and *acquittal* requirements.
Category	Refers to a specific offering under a *grant stream*. At times, they may have further specified objectives.
Funding Agreement	Sets out the general terms and conditions, additional terms and conditions and schedules relevant to the funded *activity.*
Funding Variation	Any approved change to the original terms of a funding agreement between Council and a grant *recipient*. This may include amendments to the scope, delivery method, timelines or conditions of the funded activity, provided the variation remains consistent with the intent and purpose of the activity originally approved. Variations must be formally requested by the grant *recipient*, assessed by Council, and approved in writing before the change can take effect.
Grant	Money given to organisations and community groups, businesses or artists for a specified purpose that is consistent with, and helps achieve, priority objectives and outcomes of both Council and the *organisation,* business or artist.
Grant stream	A specific offering under an umbrella *grants* program tied to specific objectives.
Incorporated	Incorporated under the *Associations Incorporation Reform Act 2012* (Vic) or other relevant legislation.
Kingston	Municipality of Kingston, Victoria (City of Kingston)
Local Business	In the context of these grants, a local business is defined as a business registered within the City of Kingston that has been operating for at least 12 months, has an annual turnover of less than $1,000,000 and provides their Australian Business Number (ABN)

Minor capital works	In the context of this Policy, Minor Capital works includes the renewal of fitted or fixed equipment or furnishings for community use (such as netting behind goal posts, goal post installation, fencing, carpet replacement, lighting upgrades, playing surface upgrades, kitchen upgrades, electronic scoreboards, painting a hall, and seating), where the total project value is less than $100,000, noting that grant funding remains subject to the maximum amount available under the relevant grant stream.
Recipient	An *organisation,* business or artist who receives a *grant*.
Strategic priorities	Collective term referring to Council's strategic directions, objectives and priorities as set out in the Council & Wellbeing Plan 2025–29 and supporting policies, strategies and action plans**.**

8 Appendix A: Kingston Grants Program - Grant Streams Overview

Grant stream	**Event Sponsorship Grants**	**Operational & Partnership Grants**	**Community Bi-annual Grants**	**Community Small Grants**
Focus	Event support	Operational support	One-off activity support	One-off activity support
Description	Support event organisers to establish and deliver safe, successful, and sustainably operated-annual community events in Kingston	Support provision and development of key community services, programs and other initiatives that align with Council's strategic priorities.	Support delivery of projects and activities that align with Council's strategic priorities.	Support smaller scale projects and activities that strengthen community participation, help the environment, improve group sustainability.
Who the grants are for	Incorporated organisations, companies and other legal entities with separate legal status	Not-for-profit organisations and community groups	Not-for-profit organisations and community groups, auspiced artists, and local businesses	Not-for-profit organisations, including unincorporated groups seeking incorporation through the New Group Start-up Support category.

Categories	No categories but can support larger community events	• Neighbourhood Houses & Community Centres
		• Multicultural & Seniors
		• Welfare Services
		  ○ Emergency Relief
		  ○ Welfare Support
		• Community Interest Organisations
			• Community Projects & Programs
			• Minor Capital Works
			• Arts Projects & Programs
			• Local Business Community Impact
				• Community Projects & Programs
				• Community Celebrations
				• Small Equipment
				• Capacity Building
				• New Group Start-up Support

Amount (ex GST unless specified)	Up to $25,000	• Neighbourhood Houses & Community Centres – Up to $100,000 (with 3% annual increase)
		• Welfare Services
		  ○ Emergency Relief – Up to $110,000
		  ○ Welfare Support – Up to $60,000
		• Community Interest Organisations – Up to $20,000
		• Multicultural & Seniors – Up to $7,000 (including maximum qualitative funding)
			Up to $10,000	Up to $2,000

Term	Up to 2 years for established events, or 1 year for new events	3 years	1 year	1 year
Frequency offered	Bi-annual (twice yearly, subject to available funding)	Assessed annually (until funding is exhausted)	Bi-annual (twice yearly)	Always open (until funding is exhausted)
Application process	Application form, online	Application form, online	Application form, online	Application form, online
Assessment and approval process	Council officer(s) eligibility check and assessment. Panel recommendation presented to Council for a decision.	Council officer(s) eligibility check and assessment. **NH&CC, Welfare Services and Community Interest Organisations:** Panel recommendation presented to Council for decision. **Multicultural & Seniors:** formula-based	Council officer(s) eligibility check and assessment. Panel recommendation presented to Council for a decision.	Council officer(s) eligibility check and assessment. Decision by Council officer(s) by delegations, reporting to Council for noting.

		assessment and decision by delegated Council officers.		
Contract type	Funding Agreement	Funding Agreement	Funding Agreement	Funding Agreement - simple
Report type	Annual Report Financial Acquittal	Annual Report Financial Acquittal	Final Report Financial Acquittal	Final Report Financial Acquittal

9. Infrastructure and Open Space Reports

Ordinary Council Meeting

23 November 2026

Agenda Item No: 9.1

COMMUNITY INDOOR STADIUM PARTNERSHIP

Contact Officer: Bridget Draper, Manager Active Kingston

Purpose of Report

The purpose of this report is for Council to consider endorsing the development of a multi-court, multi-use community indoor stadium located at the Kennedy Community Centre, Dingley in partnership with the Victorian and Australian Governments and Hawthorn Football Club, and endorse a Council funding contribution subject to funding from the Victorian and Australian Governments.

Disclosure of Officer / Contractor Conflict of Interest

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

RECOMMENDATION

That Council:

1. Endorse the delivery of a four-court, multi-use community indoor stadium located at the Kennedy Community Centre, Dingley in a partnership with Hawthorn Football Club;
2. Note the proposed development includes an Allied Health facility adjacent to the indoor courts, not funded by Council and to be managed by Hawthorn Football Club;
3. Approve a maximum Council funding commitment of up to $17.5 million towards the four-court, multi-use community indoor stadium project, subject to:
    a) Confirmation of funding commitments of $20 million from the Victorian Government, $15 million from the Australian Government, and $10 million from Hawthorn Football Club towards the overall project;
    b) The indoor courts facility being Kingston City Council branded and managed by Council for a term of 50 years;
    c) Council retaining responsibility for managing and determining sport and community access, allocations, programming and fees and charges, with a focus on affordable, inclusive and multi-use community outcomes;
    d) Council entering into a ground lease agreed with Hawthorn Football Club that is reflective of the community use of the facility for the term of 50 years; and
    e) Hawthorn Football Club and Council reaching agreement on project scope, design, funding, governance, risk allocation, delivery and whole-of-life financial obligations, including Council's responsibility for maintenance and renewal of the leased stadium area, supported by an agreed lifecycle cost model and sinking fund arrangement;
4. Endorse an increase in Council funding up to a total maximum of $20 million towards a six-court multi-use community indoor stadium, subject to confirmed increased funding of $25 million from the Victorian Government, $20 million from the Australian Government, and $10.5 million funding from Hawthorn Football Club towards the overall project, and subject to points 3b, 3c, 3d and 3e above;

5. Endorse the allocation of funding in Council's capital works program over three financial years 2028/29, 2029/30 and 2030/31 up to a maximum of $17.5 million for a four-court facility and up to a maximum of $20 million for a six-court facility;
6. Receive a future report on funding strategies;
7. Authorise the Chief Executive Officer, or delegate, to develop and negotiate a Memorandum of Understanding with Hawthorn Football Club, to the satisfaction of both parties, as an initial strategic statement of intent setting out the agreed relationship and respective rights and obligations of the parties, including, but not limited to, community access and management arrangements, roles and responsibilities, risk management, project funding, project governance, operating arrangements, maintenance and renewal costs, funding obligations and project milestones;
8. Note that the Memorandum of Understanding is an initial strategic statement of intent and that subsequent legally binding agreements with Hawthorn Football Club will be subject to further approval and endorsement of Council; and
9. Continue to advocate for additional indoor court opportunities and facilities in Kingston.

1. Executive Summary

An opportunity exists for Council to contribute funding towards a four-court, multi-use community indoor stadium at the Kennedy Community Centre in Dingley in partnership with Hawthorn Football Club (HFC), and subject to funding from the Victorian and Australian Governments.

Council has considered Kingston's need for additional indoor courts through multiple Councillor Briefings, reports and resolutions since 2016. Basketball participation continues to grow, approximately 6,500 registered players live in Kingston and around 80 per cent currently travel outside the municipality to participate.

Demand modelling indicates a need for a minimum of five additional courts by 2031 and a further 12 to 15 courts by 2041 if population and participation growth continue as forecast.

The Kennedy Community Centre is well located to respond to this need, with the majority of Kingston residents within an approximate 15-minute drive time catchment. Hawthorn Football Club has proposed progressing Stage 2 of its Kennedy Community Centre development in Dingley, which includes a four-court, community multi-use indoor stadium. Existing land and approvals are in place and supporting infrastructure constructed in Stage 1.

Basketball Victoria has identified the Kennedy Community Centre Stage 2 project as one of its six priority infrastructure projects across Victoria and the only one in metropolitan Melbourne's south-east.

In addition to a multi-court, multi-use indoor stadium, Hawthorn Football Club's Stage 2 development also includes an Allied Health facility, to be funded and managed by Hawthorn Football Club. The full Stage 2 development is currently estimated at $62.5 million, with the four-court indoor stadium cost estimated at $48.5 million. Council's funding contribution would only be towards the indoor courts stadium.

A funding request of Council up to a maximum of $17.5 million has been sought as part of a multi-level government and Hawthorn Football Club funding partnership towards the indoor court development. Pending confirmation of funding from the other levels of government, the Council funding would be proposed to be phased over three financial years commencing in 2028/29 to align with the commencement of construction.

Council's investment will be towards the indoor court multi-use community facility only, including four competition standard indoor courts and the supporting amenities and site

infrastructure required for operation. Hawthorn Football Club's commercial and Allied Health components would be excluded from Council's funded scope.

The proposed concept layout has opportunity for expansion to 6 indoor courts. This would increase the total project cost by $12.9 million. Should this option be supported, the Council funding request would be up to a maximum of $20 million towards a six-court multi-use community indoor stadium, subject to confirmed increased funding to $25 million from the Victorian Government, $20 million from the Australian Government, and $10.5 million funding from Hawthorn Football Club towards the overall project.

The indoor courts stadium would be Kingston Council branded and managed in-house by Council over the life of the asset for a 50-year term, with Council determining community access, allocations and programming. It would support basketball and multiple other indoor sports, as well as a range of community programs including schools' use, older adults programs, people with disability, culturally diverse communities' activities, casual recreation, tournaments and community events.

Throughout the proposed 50-year term, Council would be responsible for day-to-day operations, retaining full control over allocations, fee setting and maximising community access to ensure the facility maintains genuine multi-use. Council would also be responsible for the maintenance and renewal of the building.

Council has demonstrated capability in operating community aquatic and leisure facilities, and maintains good working relationships with peak sporting bodies, clubs, schools, and community organisations.

Should the project receive the required funding from all levels of government and proceed, a more detailed business case will be undertaken to support the development of the operating model and ongoing operating, renewal and lifecycle costs, detailing responsibilities of both Council and Hawthorn Football Club.

A Memorandum of Understanding would be negotiated with Hawthorn Football Club as an initial strategic statement of intent. Subsequent legally binding agreements with Hawthorn Football Club would be subject to further Council consideration and endorsement.

2. Background

Indoor courts formed part of Hawthorn Football Club's approved master plan for the Kennedy Community Centre. Stage 1 which included the high-performance centre and oval, as well as the community oval and pavilion was completed. Council contributed $5 million towards the community oval and pavilion, securing a 30-year community use agreement for a minimum of 20 hours a week for community sports club usage, focussed on promoting women and girls playing football.

In early 2025, Hawthorn Football Club approached Council to explore progressing Stage 2 of their master plan, which includes a four-court indoor stadium. There is a shortfall in indoor courts provision across Kingston, which has been the subject of discussion with Councillors since 2016. Demand for basketball continues to grow, with basketball being the fastest-growing sport in Kingston and one of the fastest-growing sports in Victoria.

Hawthorn Football Club subsequently prepared an extensive Community Benefit Business Case, provided in confidential Appendix 2, which outlines the strategic need, anticipated community benefits and value proposition associated with delivery of the indoor stadium.

On 2 October 2026, Hawthorn Football Club formally wrote to Council seeking a funding commitment to the project. The formal request is provided in confidential Appendix 1.

3. Discussion

The proposed multi-level government partnership represents a significant opportunity to deliver a much-needed community multi-court indoor stadium that will be managed by Council.

Council's investment contribution of up to $17.5 million towards the $48.5 million indoor stadium development would help secure a four-court community facility as part of the broader $62.5 million development (including Hawthorn's Allied Health component) The balance is proposed to be funded by Hawthorn Football Club and the Victorian and Australian Governments.

The proposed concept has opportunity for expansion to six indoor courts. This would increase the total project cost by $12.9 million. The Council funding request would be up to a maximum of $20 million towards a six-court multi-use community indoor stadium, with commensurate increase in funding by Hawthorn Football Club and the Victorian and Australian Governments.

The stadium would provide a new local home for basketball and other indoor sports in Kingston, reduce the need for Kingston residents to travel outside the municipality and enable Council to deliver a range of inclusive community programs for the next 50 years.

3.1 Strategic Need for Indoor Courts

The need for additional indoor courts in Kingston has been considered through a number of Council reports, resolutions and Councillor Briefings since 2016. This work has consistently identified limited access to suitable indoor courts, particularly in the north and centre of the municipality, and the need to monitor population growth, participation trends and developments across the wider south-east region.

Basketball is the fastest-growing team sport in Victoria and continues to experience strong growth in Kingston. Approximately 6,500 registered basketball players reside in Kingston, yet around 80 per cent currently travel outside the municipality to participate. Kingston has 24 indoor courts, but Council controls only three and does not own a venue with four or more courts suitable for competition. Reliance on school and privately controlled venues limits Council's ability to secure affordable, consistent and long-term access for competition, training and community programs.

Demand modelling indicates that Kingston will require approximately five additional indoor courts by 2031 and a further 12 to 15 courts by 2041 if population and participation growth continue as forecast. The shortfall extends beyond basketball, with demand also identified for netball, volleyball, badminton, pickleball, table tennis and inclusive indoor programs. A multi-court, community multi-use stadium would provide competition capacity while also supporting training, schools, active-ageing, all-abilities programs and broader community use.

The Kennedy Community Centre is strategically located in Dingley Village, close to the northern and central areas where Kingston's strongest population growth and unmet demand are expected. Drive-time analysis for competition use indicates that the majority of Kingston residents would be within approximately 15 minutes of the facility. The site provides broad municipal access while also serving a wider regional basketball catchment, reflecting the way associations, clubs and participants currently operate across local government boundaries.

The location also builds on an established sporting precinct, with land, planning approvals in place and Stage 1 infrastructure already constructed. This avoids the need for Council to acquire a separate site and supports integration with the community oval and pavilion. The proposal would not meet Kingston's entire forecast indoor court shortfall, but it would make a significant contribution in the area of greatest anticipated need and improve Council's ability to control community access, allocations and programming.

Basketball Victoria has identified the Kennedy Community Centre Stage 2 project as a priority within its 2026 Facility and Infrastructure Priorities, ranking it third among its six

priority projects across Victoria and identifying it as the only supported priority project in metropolitan Melbourne's south-east.

The proposal aligns with Basketball Victoria's priorities to address the statewide indoor-court shortage, expand year-round participation, improve equitable access, support female and inclusive participation pathways, and deliver multi-court competition venues in Kingston.

3.2 Partnership and Community Value Proposition

The proposed partnership would build on Council's existing relationship with Hawthorn Football Club for community use of the oval and pavilion at the Kennedy Community Centre. It would allow Council to leverage an established site, existing planning approvals and infrastructure, and significant partner and all levels of government investment.

Delivering an equivalent standalone facility would require Council to secure a suitable site, fund enabling infrastructure and assume the full development cost and delivery risk, at a significantly higher cost that the requested funding.

While the stadium would be located on the Kennedy Community Centre site, it would operate as a Council-branded and Council-managed community facility for a 50-year term of the life of the asset. Council would determine and manage community access, allocations, programming and fees. Council's funding would only be towards the indoor courts and would not contribute to Hawthorn Football Club-specific, commercial or Allied Health components.

Council's investment would secure defined community infrastructure and long-term public access, directly managed by Council.

The community benefits would extend beyond organised basketball. The facility would enable more children and young people to play locally, provide clubs, associations and schools with reliable access to competition and training courts; support programs for older adults, people with disability and culturally diverse communities; and accommodate netball, volleyball, badminton, pickleball, table tennis, casual recreation, tournaments and community events. For Kingston families, this would mean less travel outside the municipality, greater access to affordable local activity and stronger community connections through sport and participation.

Council will continue to work with Basketball Victoria, local and regional basketball associations, and other sporting associations to support coordinated participation and develop sustainable competition, programming and facility-use arrangements, while retaining Council control over allocations, fees and charges, and broader community access.

3.3 Project Scope

The base project scope is proposed to comprise four competition-standard, multi-use indoor courts and the supporting facilities required for effective community operation. This includes change rooms, toilets, referee and first-aid facilities, storage, reception and Council operational areas, together with the furniture, fittings and equipment needed to commission and operate the courts. The scope would also include the associated share of car parking, landscaping, civil works, stormwater infrastructure and the proposed second vehicle entrance required to safely service the facility.

Council's contribution may include an agreed proportion of genuinely shared facilities and site infrastructure, such as the café and common circulation areas. Allied Health suites and any Hawthorn Football Club-specific, commercial or tenant building component and fit-out would be excluded from Council's funded scope.

Council's $17.5 million contribution is towards a defined community four-court facility scope—and not to provide a general contribution to the broader Hawthorn Football Club development. The detailed scope, cost allocation and boundary between community, shared and Hawthorn Football Club components will be documented through the Memorandum of Understanding and subsequent legally binding agreement/s.

The design will, where practical, future-proof the site for potential expansion to six courts. Council will have input into and approve the final design for the community facility.

3.4 Council In-House Operating Model

The proposed model for ongoing stadium operations is for Council to operate the facility in-house within its existing aquatic and leisure portfolio. Under a proposed 50-year term, the life of the asset, Council would be responsible for day-to-day operations, maintenance, staffing, programming, bookings, customer service and fee setting, retaining full control over allocations and ensuring genuine multi-use which maximises community access.

Council has demonstrated capability in operating community aquatic and leisure facilities, and has access to an established workforce, relevant technology, and operational management systems that could be expanded to support stadium operations.

Council maintains good working relationships with peak sporting bodies and clubs, allowing for a coordinated programming approach across sports such as basketball, netball, volleyball, badminton, and pickleball, as well as schools, pre-school groups, active-ageing and all-abilities programs, casual hire, tournaments and broader community groups and events.

There is demonstrated demand for peak usage, and the opportunity to maximise off peak utilisation from a range of sporting and community groups, will support improved venue performance.

The six-court model allows for increased peak usage and income potential, which exceeds the anticipate expenditure uplift between a four to six court option.

In addition to operational management control, under this model Council would be responsible for facility renewal and lifecycle costs associated with the stadium component of the building over the proposed 50-year term. A detailed lifecycle and renewal plan, inclusive of sinking fund requirements, would be developed prior to establishing a formal agreement. The plan would clearly outline renewal requirements and responsibilities for both Council and the HFC in respect to shared building elements and infrastructure.

Should the project proceed, a more detailed business case will be undertaken to support the development of the operating model and ongoing operating, renewal and lifecycle costs, detailing responsibilities of both Council an HFC This information will be presented to Council prior to entering into any legally binding agreement/s.

4. Consultation

4.1 Internal Consultation:

Finance, City Development, City Strategy, and PMO to review all possible funding sources.

4.2 Community Consultation:

Key Stakeholders	Hawthorn Football Club, Basketball Victoria, Chelsea and District Basketball Association (CADBA), McKinnon Basketball Association, and Cornish College.
General community	Officers have responded to several submissions via Talking Kingston and direct emails from the broader community seeking provision of additional courts within Kingston.
Advisory Committees	Active Kingston Advisory Committee have provided input on strategic growth of basketball and the need for facility provision.

Should Council endorse this report, a comprehensive community engagement plan will be prepared.

4.3 Results/Findings:

Consultation undertaken to date has consistently identified strong demand for additional indoor courts in Kingston and support for improved access to local, affordable and fit-for-purpose facilities. Feedback from basketball associations, community members and the Active Kingston Advisory Committee has reinforced the need to address current court shortages, reduce the number of Kingston participants travelling outside the municipality and provide a flexible venue capable of supporting basketball and a range of other indoor sports and community programs.

Internal consultation has also confirmed that further work is required to finalise the funding model, project governance, risk allocation, operating arrangements and whole-of-life costs. These findings support progressing the proposed partnership and Memorandum of Understanding, with any subsequent legally binding agreement to be presented to Council for further consideration and approval.

5. Compliance Checklist

5.1 Council and Wellbeing Plan Alignment

Strategic Direction: Healthy and Connected - We are a healthy, inclusive and accessible community, where social connections thrive and everyone feels supported and safe.
Strategy: Provide environments and services that promote and support mental and physical health and wellbeing

The proposed multi-use indoor stadium aligns with this strategic direction by increasing access to local, inclusive and accessible opportunities for physical activity, sport and community participation. Council management of the facility will support diverse programming and community use, helping to strengthen physical and mental wellbeing, social connection and a sense of belonging across Kingston.

5.2 Governance Principles Alignment

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

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

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

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

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

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

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

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

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

The proposed approach supports the Governance Principles by establishing a transparent and staged decision-making process focused on achieving long-term community benefit. It promotes collaboration with Hawthorn Football Club and other levels of Government, responds to demonstrated community need, and protects Council's financial sustainability through a capped contribution, defined project scope, detailed due diligence, clear governance and risk-allocation arrangements, and further Council approval before any legally binding agreement is entered into.

5.3 Financial Considerations

The current funding model for the four-court project provides for a total development cost of $62.5 million (excluding GST), comprising proposed contributions of $15 million from the Australian Government, $20 million from the Victorian Government, $17.5 million from Council and $10 million from Hawthorn Football Club.

The 4-court indoor stadium cost is estimated at $48.5 million. Council's funding would only be towards the indoor courts stadium.

The proposed concept layout has opportunity for expansion to 6 indoor courts. This would increase the total project cost by $12.9 million. The Council funding is a maximum of $20 million towards a six-court multi-use community indoor stadium, subject to confirmed increased funding to $25 million from the Victorian Government, $20 million from the Australian Government, and $10.5 million funding from Hawthorn Football Club towards the overall project.

Council's contribution would be capped and conditional on confirmation of the required contributions from the other funding partners, an agreed project scope and cost, and execution of agreements that protect Council's investment and community outcomes.

Projected costings

The timing of Council's contribution is proposed over 3 financial years, commencing in 2028/29 to align with HFC's current construction program. Timing is subject to funding arrangements from other levels of Government. The spread of Council's contribution in each year will be discussed in a future funding strategy report to Council.

The proposed funding contribution milestones will be refined through the Memorandum of Understanding and subsequent legally binding agreement/s.

Budget

There is currently no funding allocation for the indoor stadium in Council's adopted Long Term Financial Plan. Subject to Council endorsement, the capped $17.5 million contribution for four courts, or $20 million contribution for six courts would be incorporated into the Long Term Financial Plan and future capital budgets.

A future funding strategy report will be presented to Council.

Council's capital contribution would not proceed until the Victorian Government, Australian Government and Hawthorn Football Club funding commitments are confirmed and the project scope, cost, delivery milestones and risk allocation are agreed. Council's contribution will be capped at a maximum $17.5 million for the four-court indoor stadium, or $20 million for the six court stadium, with any project cost escalation, scope change or cost overrun to be addressed through the project agreements without increasing Council's commitment, unless separately resolved by Council.

In addition to the initial capital contribution, Council would assume operating and asset-renewal obligations for the stadium components under the 50-year management term.

Indicative lifecycle modelling identifies renewal, and replacement costs as material long-term commitments. Detailed budgets, lifecycle schedules and an appropriate sinking-fund arrangement will therefore be developed and agreed to by both parties before Council enters into any legally binding agreement/s with Hawthorn Football Club.

Staff Resources

Progressing the project will require input from a cross-organisational Council project team, including Active Kingston, Aquatic and Leisure, Finance, Legal and Governance, City Development, City Strategy, Procurement, Project Management Office, Communications and Advocacy and Asset Management. Initial work to develop the Memorandum of Understanding and undertake the required financial, legal and technical due diligence will be managed within existing resources.

As the project proceeds, dedicated project management and specialist external advice may be required to support detailed design, procurement, construction, commissioning and establishment of the operating model. The staffing and resourcing required for Council to manage and program the facility over the proposed 50-year term will be considered. Additional resource or budget requirements will be presented to Council as part of a future approval before entry into any legally binding agreement/s.

5.4 Risk considerations

The project remains at an early stage, and the nature and extent of the risks will be further assessed through development of the Memorandum of Understanding, detailed due diligence and any subsequent legally binding agreement. Key risks include:

- project scope, design, approvals, cost escalation, construction delivery and timing;
- securing the required funding contributions from Hawthorn Football Club and the Victorian and Australian Governments;
- impacts on Council's capital program and competing investment priorities;
- ongoing operating, maintenance, renewal and lifecycle costs, together with demand, utilisation and revenue assumptions over the proposed 50-year management term;
- governance, contractual, tenure and risk-allocation arrangements between Council and Hawthorn Football Club;
- protecting Council's authority over facility branding, community access, allocations, programming and service outcomes; and

- reputational and community expectation risks if the project does not proceed or does not deliver the anticipated community benefits.

These risks will be managed through a number of controls including the Council contribution, confirmation of partner funding, detailed financial and technical due diligence, agreed project governance and milestone arrangements through a memorandum of Understanding to be agreed go by Council. Further legally binding agreements finalising this arrangement will be subject to Council approval and endorsement.

Appendices

Appendix 1 - Kingston Indoor Community Facility - Partnership Letter - Oxley (2) (Ref 26/298653) - Confidential

Pursuant to Chapter 6, Rule 2 of the Governance Rules, this appendix is designated as confidential in accordance with the Local Government Act 2020.

Section 3(1)(g)(ii) of the Local Government Act 2020 applies as the appendix contains private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

The specified grounds apply because the information in the appendix is commercial-in-confidence.

Appendix 2 - Kingston Indoor court Facility - Community Benefit Business Case(2) (Ref 26/298658) - Confidential

Pursuant to Chapter 6, Rule 2 of the Governance Rules, this appendix is designated as confidential in accordance with the Local Government Act 2020.

Section 3(1)(g)(i) of the Local Government Act 2020 applies as the appendix contains private commercial information, being information provided by a business, commercial or financial undertaking that relates to trade secrets.

The specified grounds apply because the information in the appendix is commercial-in-confidence.

Author/s:	Bridget Draper, Manager Active Kingston
Reviewed and Approved By:	Samantha Krull, General Manager Infrastructure and Open Space

Ordinary Council Meeting

23 November 2026

Agenda Item No: 9.2

DEFERRED ITEM BY COUNCIL PERTAINING TO COMMUNITY INDOOR STADIUM PARTNERSHIP

Contact Officer: Kelly Shacklock, Manager Governance, Risk and Integrity

This item was considered at the 9 November 2026 Special Council Meeting where Council resolved the following:

> *That Council defer this matter until the next Ordinary Council Meeting which is currently scheduled for 23 November 2026.*

The below was published on Council's website regarding the Special Council Meeting:

> *The purpose of this special council meeting is to consider a motion regarding Council's in-principle support for the proposed development of a multi-use community indoor stadium at the Kennedy Community Centre, Dingley Village, in partnership with Hawthorn Football Club.*

Author/s:	Kelly Shacklock, Manager Governance, Risk and Integrity
Reviewed and Approved By:	Matt Wilson, General Manager Customer and Corporate Support

Ordinary Council Meeting

23 November 2026

Agenda Item No: 9.3

SUBURBAN RAIL LOOP STABLING YARD HEATHERTON - URBAN DESIGN AND LANDSCAPE PLAN SUBMISSION

Contact Officer: Emily Boucher, A/ Manager PMO and Major Projects

Paul Marsden, Manager City Strategy

Purpose of Report

The purpose of this report is for Council to endorse a submission to the Urban Design and Landscape Plan (UDLP) for the Suburban Rail Loop Southern Stabling Yards in Heatherton.

Disclosure of Officer / Contractor Conflict of Interest

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

RECOMMENDATION

That Council:

1. Note that the Suburban Rail Loop Authority's community consultation process for the Urban Design and Landscape Plan for the Heatherton Southern Stabling Yards closed on 23 October 2026;
2. Endorse the submission to the Urban Design and Landscape Plan (UDLP) for the Suburban Rail Loop Southern Stabling Yards in Heatherton; and
3. Continue to advocate for the SRL to fund and deliver upgrades to the Henry Street Playground and to connect the proposed Kingston Rd shared user path with the existing Dingley Bypass shared user path.

1. Executive Summary

The Urban Design and Landscape Plan (UDLP) is being developed by the State Government to guide the future planning, detailed design and construction of parts of the facility at Suburban Rail Loop (SRL) Stabling Yards in Heatherton as well as the landscape treatment, including the delivery of the surrounding open space at Henry Street Linear Reserve and a new shared user path at Kingston Road. This is a particularly important submission given the positioning of the stabling facility within the Kingston Green Wedge and the sensitive interfaces which surround the stabling facility.

Community consultation for the Urban Design and Landscape Plan for the Heatherton Southern Stabling Yards closed on 23 October 2026. A draft of the submission in Appendix 1 was provided to the Suburban Rail Loop Authority before consultation closed and noted that it was subject to Council endorsement. SRLA were made aware that this was a draft submission and that a formal submission would be considered by Council at the November Council meeting.

2. Background

The Urban Design and Landscape Plan (UDLP) forms part of the documentation within the planning scheme required for the Minister for Planning to approve and progress the detailed design and site construction. The UDLP addresses all above ground items and is primarily an urban design document.

The Heatherton Stabling Yards will house the supporting infrastructure for the operation of the Suburban Rail Loop. The current UDLP includes two tunnel entries (Western and Eastern Tunnels), an administration and operations building and landscaping for the land within and immediately surrounding the facility.

3. Discussion

Details on the plan and consultation can be found via SRL East train stabling facility Urban Design and Landscape Plan | Engage Victoria.

The UDLP raises some key items for discussion:

3.1 Context

The SRL Heatherton site neighbours the Henry Street Trail which is proposed to be enhanced in the UDLP through additional tree planting. Whilst the UDLP talks to other open space enhancements, minimal outcomes are detailed other than relocating the perimeter fence to provide additional open space.

The Council submission seeks to reinforce the broader context associated with the site's setting within the Green Wedge including:

- the interface to the north (beyond the Henry Street Trail) with the former landfill site that has been purchased by the State Government as part of the Chain of Parks Project;
- the established sensitive interface to the west with the well-established residential area; and
- the internationally recognised Kingston Heath Golf Club located immediately to the south of the stabling facility.

3.2 Shared User Path on Kingston Road

SRL are proposing a shared user path along the north side of Kingston Road, with bus stop seating. Some functional concerns have been raised through the submission with this design, namely path connections to surrounding assets and how the path will function for mixed user groups.

3.3 UDLP exclusions

SRL have advised that the Henry St Playground is to be excluded from the open space upgrades being completed. As one of Council's oldest playgrounds, and its prominent location at the intersection of the Henry St Linear Reserve and the Kingston Walk Linear Reserve, this should be considered within the UDLP for upgrade and enhancement.

Additionally, SRL have advised that a connection from the proposed Kingston Rd shared user path with the existing Dingley Bypass shared user path is outside the scope of the project. The SRL's failure to provide this connection would severely compromise the functionality and useability of the proposed new Kingston Rd shared user path.

3.4 Interface with Council Assets

Concerns have been raised through the submission regarding how the function of the site will impact the surrounding areas; with particular concern around water management. The site proposes to host a wetland system and retarding basin for enhancing biodiversity and water management, however this interfaces with future open space and could lead to management issues in the future.

3.5 Ongoing asset discussions / Open Space Needs

SRLA are yet to provide Council with any details of proposed asset agreements relating to the stabling facility; although it is noted, the land it occupies is owned by the State Government.

A key consideration in future discussions with the Victorian Infrastructure Delivery Authority / SRLA will be informed by the actual open space needs for the Kingston community.

In relation to open space needs, substantial progress has been made in establishing the Chain of Parks. Councils' submission makes clear that gaps within the Chain of Parks still exist, and reinforces Councils view on the type of land required to meet community needs and offset the former Delta site. Whilst the UDLP does not address this directly, highlighting the potential for any land on the stabling site seen as 'surplus' to the needs of the SRLA would require further careful consideration based on actual community needs, mindful of the significant extent of passive open space recently created.

4. Consultation

4.1 Internal Consultation:

A number of Council departments were involved in developing the submission including:

PMO & Major Projects

City Strategy

Open Space

Infrastructure

City Works

4.2 Community Consultation:

Was run by SRL via the engagement platform Engage Victoria – see SRL East train stabling facility Urban Design and Landscape Plan | Engage Victoria which ran from 24 September – 23 October 2026.

Council also on shared via Your Kingston Your Say – see Victorian Government's SRL Heatherton Stabling Yards - Landscape Plan | Your Kingston Your Say

5. Compliance Checklist

5.1 Council and Wellbeing Plan Alignment

Strategic Direction: Liveable and Sustainable - We live in a sustainable, well-planned and maintained city that preserves neighbourhood character, protects the environment and is future-focused
Strategy: Provide infrastructure and public spaces that enhance liveability, accessibility and are well-maintained now and into the future

Council providing feedback via a submission to the Urban Design and Landscape Plan (UDLP) for the Suburban Rail Loop Southern Stabling Yards in Heatherton helps to ensure that infrastructure and public spaces enhance liveability, accessibility and are well-maintained now and into the future.

5.2 Governance Principles Alignment

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

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

Council providing feedback via submission to the Urban Design and Landscape Plan (UDLP) for the Suburban Rail Loop Southern Stabling Yards in Heatherton helps to ensure Council will not inherit infrastructure and public spaces which it is unable or unwilling to maintain.

5.3 Financial Considerations

The submission has been drafted with no external funding.

5.4 Risk considerations

The Urban Design and Landscape Plan (UDLP) is being developed to guide the future planning, detailed design and construction of parts of the facility at Suburban Rail Loop (SRL) Stabling Yards in Heatherton. SRLA are yet to provide any details of proposed asset agreements relating to the stabling facility, however it is unlikely Council will inherit any assets as the land it occupies is owned by the State Government.

Appendices

Appendix 1 - SRL Heatherton UDLP - Kingston Submission (Ref 26/304588)

Author/s:	Emily Boucher, A/ Manager PMO and Major Projects
	Paul Marsden, Manager City Strategy
Reviewed and Approved By:	Samantha Krull, General Manager Infrastructure and Open Space
	Jonathan Guttmann, General Manager Planning and Place

9.3

SUBURBAN RAIL LOOP STABLING YARD HEATHERTON - URBAN DESIGN AND LANDSCAPE PLAN SUBMISSION

1 SRL Heatherton UDLP - Kingston Submission..... 275

SRL East Train Stabling Facility Urban Design and Landscape Plan

Kingston City Council Submission

Draft subject to Council Consideration – 22nd October, 2026

City of KINGSTON

Introduction

Kingston City Council appreciates the opportunity to provide feedback on the Suburban Rail Loop's Urban Design and Landscape Plan for the Heatherton Stabling Yards. The information provided by Engage Victoria for the SRL East train stabling facility Urban Design and Landscape Plan | Engage Victoria has allowed council to comment and understand the implications to the surrounding Kingston neighbourhood and character.

Council has provided sound responses that we look forward to discussing and developing further as the project stages continue.

Visual Impact

In response to the SRL East – Environmental Management Framework – Environmental Performance Requirement LV6 – Minimise visual impacts from changed interface with residential dwellings and LV7 – Enhance visual screening for the Stabling Facility, we acknowledge that the design implements landscaping and site topography as the main forms of interface management, particularly to existing roads, walks and residential areas.

However, Council suggests that the visualisations should also show a project completion (day zero) and 5 year set of visualisations. Similar approaches have been undertaken for level crossing removals and will demonstrate how, as the vegetation matures over the intervening years, the area will present to residential properties and the public realm.

Visualisations should also demonstrate nighttime outcomes, given the 24/7 operation of the facility, which balance the expectations of 5.6 Lighting, Place Specific Requirements on amenity at EC4(2) of the EPRs:

- Any feature lighting if being considered for the east and west tunnel entrances
- Lighting needed to provide safe access into the sites
- Provision of construction and operational lighting that meets the expectation of Appendix A of the National Light Pollution Guidelines for Wildlife, (DAWE, 2020).

Dingley Bypass and Kingston Road

It is appreciated that the relocation of the Westernport-Altona-Geelong (WAG) pipeline poses a significant constraint on the capacity to achieve landscape screening along the Dingley Bypass and the south-east corner of the site and that effort has been made to plant trees within the site boundary as well as provide low impact planting above the pipeline.

The scale and extent of walls required poses issues around graffiti and Crime Prevention through Environmental Design (CPTED) risk. This risk is illustrated by the existing graffiti and regular paint over required just north of the site on the Dingley Bypass.

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Image 1. Google Street view of graffiti in the Dingley area

Furthermore, the wall presents a solid edge along the site boundary, where landscape settings are preferred. Whilst land outside the site may not fall within the project area, landscaping within the Dingley Bypass land should be further explored with Department of Transport and Planning (DTP) to reinstate and enhance the landscape response that has been impacted by project works. Plant selection should be considered carefully to ensure any future paths along this edge are afforded visibility, shading and alignment with CPTED principles.

We query the limited level of screen planting to be provided around the network support facility, which we understand will require future works. Given the industrial nature of this facility, we suggest that landscape screening and higher quality architectural outcomes (which can embrace its function) must be explored.



Image 2 & 3 – Google images highlighting the proximity to the Dingley Bypass





Image 4 & 5 – Google Street view images of the landscape screening prior to development

Kingston Linear Walk

The surface and tunnel plans and Urban Design Strategy detail a landscaping buffer as the primary strategy to mitigate visual impacts to the Linear Walk. This appears to be successfully implemented in the middle sections of the walk, however:

- At the corner of Kingston Linear Walk and Kingston Road, there is a strong reveal of the western tunnel entrance. The reveal exposes the industrial nature of the sites use in a location where rural landscape character is valued. As discussed in the portal section of Councils submission, we understand the 'veil' around the tunnel structure is not yet defined sufficiently to understand potential visual impact. In this case, further screen planting (in lieu of buffer planting) is needed to maintain the rural landscape character and mitigate views into the site, noting in the Suburban Rail Loop East – Urban Design Strategy September 2025 – under Place Specific Requirements – Outcome SF1d requires:
  - Provide a landscape buffer within the western site boundary, to the immediate east of the Kingston Walk Linear Reserve, to:
    - Mitigate visual impacts on the existing residential area to the west
    - Optimise and extend the landscape values of the Kingston Walk Linear Reserve.

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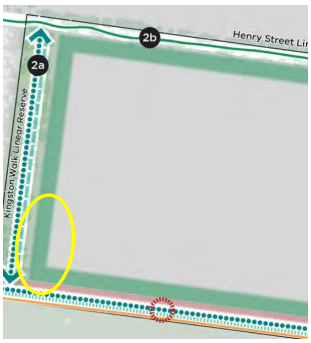

Image 6 – Target location of expanded Kingston Linear Reserve opportunities to screen the west tunnel entrance

- The visualisation at the corner of Kingston Linear Walk and Henry Street Reserve reveals the Train Maintenance Facility (TMF). Whilst it is acknowledged that the building is over 150m from the perimeter fence, further planting density should be provided to increase screening of the facility to meet:

  SF3c (ii) Contribute to the mitigation of views toward rail infrastructure, supporting an attractive experience for users of the Henry Street trail and open space.

- Whilst not part of the UDLP being assessed, the interface treatment along the walk should also consider its capacity to screen rail infrastructure. For example, cross section illustrates the interface with outdoor train stabling. Further detail is needed showing the overhead rail infrastructure and lighting to ensure the landforms and topography will screen these elements that are less design focussed.

- Similarly, the use of the laydown areas shown in cross section C & D may be a determinant as to whether the topography will perform its role as well as is depicted.

Future Open Spaces

Like the visualisations, the visual impacts of the facility should be considered in light of the future context of the area. Implementation of the Chain of Parks vision will see the Heatherton Sands site immediately to the north of the Stabling Yard realised as public open space following the State Government's purchase of the site.

At SF1e, the Suburban Rail Loop East – Urban Design Strategy September 2025 requires:

> *SF1e Provide a landscape buffer within the northern site boundary along the Henry Street Linear Reserve to selectively screen rail infrastructure and filter views from existing and future open space.*

On this basis, compliance with the Urban Design Strategy must demonstrate through visualisations:

- Views from elevated spaces within the Heatherton Sands

- Views from land termed 'Mt Heatherton', based on the likely site profile. Critically, interface treatments within this UDLP must consider any likely future context.

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Image 7 – Topographical surrounds of the Stabling Yard

Elevated views from either of these locations further highlights the reasoning for the approved UDS requiring:

> *4a iv Include green roof structures where appropriate and feasible*

Whilst screen planting and considered built form are recognised, green roofs on buildings visible from surrounding future open space should be considered as a further mitigating measure. Recognising the value of solar generation and bio solar can and should be considered to provide both greening and energy generation outcomes.

Landscape and Enhancement of the Linear Reserves

The landscape plans appear to place limited focus on the enhancement of the existing Kingston Walk and Henry Street Reserve. Whilst planting adjacent to the reserves is welcome, further enhancement is required to achieve compliance with the Suburban Rail Loop East – Urban Design Strategy September 2025:

> *SF2b Enhance the east west Henry Street Linear Reserve trail for walking, cycling and horse riding, including wayfinding to Kingston Walk Linear Reserve and Karkarook Park, in collaboration with relevant authorities.*

> *SF3a …supplement planting located within Kingston Walk Linear Reserve and Henry Street Linear Reserve…*

SF3b Enhance the recreation, biodiversity and habitat value of the Kingston Walk Linear Reserve.

Furthermore, enhancements to the linear reserve should be integrated with improvements to existing open space including the playground at the termination of Henry Street as detailed in Council's Design Advocacy work from January 2022. Opportunities exist for the playground to expand into either of the Linear Reserves.

The alignment of the 3m wide gravel path from Henry Street Trail at the Old Dandenong Road intersection (access point to the Stabling Yard Carpark) is to be clarified. Terminating the path in a southerly direction into the carpark entrance is not an ideal outcome. Council would prefer the path to continue in an east / west direction to align with a future expansion into Henry Street on the east of Old Dandenong Road.

The usability of the Linear Reserves would be further enhanced through investment in Wayfinding signage. Council has established a comprehensive suite of sign designs (see Wayfinding Strategy) and would like to see these installed throughout the area to assist the community confidently utilise the space.

General Landscaping Enhancement and Canopy Cover

Planting in Dingley Bypass

As referenced in the visual amenity section of this submission, we reiterate seeking replanting within the Dingley Bypass to assist in addressing visual impacts as well as boosting canopy coverage given the canopy loss from the project.

Extensive use of grass

Whilst Council acknowledges the functional requirements of the stabling facility, including the need to future proof further expansion opportunities within the stie, the landscape design response appears to default to grass. We suggest the maintenance requirements of regular mowing might outweigh an approach of 'sacrificial' native plantings which could be adopted in these locations. Once established low maintenance native vegetation would require less active maintenance and provide a better biodiversity outcome in the short to medium term.

Maximise landscaping for workers

Whilst all the details of landscaping within the Stabling Yard is not provided, from what has been shared there appears that there is a high level of hard surfaces immediately surrounding the Administration and Operational Control Centre (AOCC). Council question whether such hard, impermeable and hot expanses are suitable and whether further soft landscaping could enhance the experience of workers.

Similarly, we suggest greater canopy cover could be achieved within the car park to the north of the AOCC. This will simultaneously benefit both worker amenity and contribute to the Kingston Urban Forest Strategy, as well as reduce the car parks heating effect on the environment – further details can be found in the Technical Background Report supporting Council's Urban Cooling Strategy.

Integrated Water Management

The UDLP illustrates the changes made to the wetland design over time, from Environmental Effects Statement (EES), tender and UDLP. Given the specific expectations for drainage and WSUD

infrastructure within the Place Specific Requirements of the Urban Design Strategy, we request plans showing the necessary level of detail to demonstrate compliance with SF3f:

> *SF3f Locate and design drainage and WSUD infrastructure (for example retarding basins, wetlands and permanent water bodies) to:*
>
> *i. Maximise environmental benefits and opportunities for potential recreational uses*
>
> *ii. Ensure that drainage lines, flood ways and constructed wetland features are naturalistically incorporated into the landscape.*

Clarification on how the Dingley Recycled Water Scheme will be used to irrigate the site to achieve greening, cooling and operational maintenance objectives should be provided. The use of recycled water will be critical to the overall O&M costs of maintaining the sites facility management and green infrastructure across its extended life and much can be learnt from recent considerations about the importance of recycled water to supplement data centres. It is critical when consider the work across State Government Departments and Agencies in relation to Integrated Water Management as well as Councils own potable vs recycled water targets contained within its nationally recognised Integrated Water Strategy that this opportunity is fully capitalised upon.

While understanding this is a technical aspect that will be progressed through detailed design, there should be consideration of the species selection, planting layouts relative to annual volume, irrigated areas, and irrigation network implementation and ongoing management methodology to inform the detailed design phase; divided into areas inside and outside of the fenced areas. When considering greening and operational recycled water needs 'site storage' of recycled water and captured rainfall warrants demand considerations based on increasing climate variability and potable water demand management.

Built Form and Architecture

Council supports the move away from the architecture adopted for the network support facility (substation) and recognises the efforts to provide for a campus of buildings which adopt a colour palette aligned with Kingston's Green Wedge Management Plan.

Campus Buildings

Given the adoption for simple and more 'industrial' style buildings, including the main Administration and Operational Control Centre (AOCC) building, the execution of the forms and detail is important and we make note of the following issues which should be addressed:

- The entry lobby is set back from the north and south principal façades, providing articulation and relief to the significant 135 metres length of the building. However, the first-floor façade over the lobby is not set back, which is a missed opportunity to break up the massing and visual bulk of the building. Whilst we appreciate the need for weather protection, this could be afforded through alternative means.

  We suggest that the lobby recess is extended vertically through the full height of the building and lowering the parapet along this section. This would create a more pronounced interruption in the building form, strengthen façade articulation, and provide a clearer break in the overall massing and provided architectural wayfinding to the building entrance. Refer markup below.

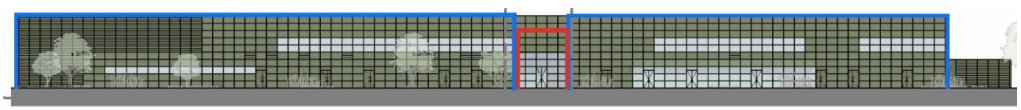

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Image 8 – Proposed amended façade

- Integration of landscape and architecture has not been demonstrated through the package, noting the limited material provided at adequate scale for landscape designs within the site.
- An opportunity to maximise the simplified grid façade of the AOCC by better aligning windows and openings within the grid pattern. For example, aligning the ground and first floor window extents (horizontally) to create further regularity and precision in the design.
- Council seeks to further understand how environmental performance has been optimised within the buildings (beyond solar generation) in accordance with Urban Design Strategy objective UD1.4 Environmentally Sustainable.

Portals / Tunnel Entrances

It appears efforts have been made to reduce the scale of the portals presented through the Environmental Effects Statement process to much smaller buildings (veiled by a white perforated screen). To that extent, it appears this structure is no longer significant landscape markers given their smaller scale, however their design should continue to meet the expectations of the UDS.

At this point, the portals read like an ancillary building, with similar approaches commonly used for substations and other infrastructure. We suggest that the quality of these structures is lifted, particularly given their continued exposure to the public realm at either end of the site. This is highlighted through the Urban Design Strategy.

> *SF4b Provide portal structures that:*
>
> *i. Make a positive contribution to the identity of the local area*
>
> *ii. Mitigate negative visual impacts to the extent practicable on the surrounding context and particularly the residential area to the west*
>
> *iii. Contribute to a positive experience for users of adjacent public realm and open space and for drivers using adjacent roads.*

Visualisation sheets 01 and 02 demonstrate the basic approach to the portals on Kingston Road and Dingley Bypass, with the flat ends being an unremarkable response, similar to drive in cinema screen. It appears that the design has not found the language to celebrate its purpose, nor has the landscape been designed to hide it. This highly exposed corner warrants a much higher quality response which also complements with the layers of fencing and walls that we understand to be necessary at this location. Visualisation 04 highlights the same issue at the west end.

Whilst a minor issue, Council suggests that the quality outcomes of the gatehouse should be further extended to the ramp wall architecture.

Fencing and site security

The UDLPs indicate a layering of fencing with a 3m security fence serving a specific functional purpose. We understand that they 1.8m perimeter fence serves a purpose of site delineation only. The Urban Design Strategy requires:

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SF1f Minimise the extent of fences, barriers and walls located on the site perimeter

To satisfy this requirement of the UDS, the perimeter fence should be removed. The fence style is misaligned with Councils preferred rural style fencing. Its removal would provide for a seamless transition of landscape, offering a generous, natural buffer between the walking paths and the stabling facility.

From a biodiversity perspective, fencing and / or edge treatments (e.g. culverts) should provide opportunities for local fauna to cross the site's boundaries.

Critically, the extent of 3m high concrete walls along the south portion of the site raises concerns with graffiti and maintenance, especially in landscaping establishment period. If, SRLA chooses to pursue solid walls along the sites edge:

- Screened by landscaping to minimise exposure to the wall
- The finish and detailing are critical, noting the quality of the 'sandstone finish' on the network support facility being lacklustre
- The rail operator must commit to a strict maintenance regime that addresses graffiti attacks immediately

Additionally, responding to key CPTED principles will address concerns Council has around anti-social behaviour and the potential for rough sleepers using concealed locations to establish camps. Without passive surveillance there is a risk that such anti-social behaviour will increase in the area.

Active and Public Transport accessibility

Improvements to the comfort and safety of the SUP

The provision of a Shared User Path (SUP) along Kingston Road is strongly supported, with strong community interest to better access popular public bus routes. Visualisation Sheet 03 also illustrates trees on the southern side of the footpath. These outcomes support the Urban Design Strategy SF2c which requires:

2c Provide a quality shared connection along the southern site boundary on Kingston Road that is shaded and comfortable…

The following improvements are critical to the integrity of the landscape / urban design approach:

- Exploration of further planting on the southern side of the SUP, particularly where tree planting is constrained by the WAG easement
- Consideration of tree planting between the internal access road and the Hostile Vehicle Mitigation (HVM) rock wall between the driveway and eastern tunnel entrance (similar to the approach at the south east corner of the site)
- Undertaking shade modelling to confirm that tree placement on the northern side of the SUP will provide shade to the SUP and its users particularly during the summer months.
- Consideration of materiality, path dimensions and pinch points within the SUP and connecting path networks for less conflict at key avenues.

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Council queries the scale of the eastern driveway entrance on Kingston Road which appears at least 11m wide where it crosses the SUP. We ask that the width is reduced and that the finish of the crossover clearly prioritises SUP users to align with SF2d:

> *SF2d Provide well-designed vehicle entries and vehicular crossing points that provide safe pedestrian and cycle crossing points, do not negatively impact the safety, accessibility and legibility of walking and cycling routes…*

Integration with Kingston Heath Golf Club and South side of Kingston Rd

The proximity of and connection to the Kingston Heath Golf Course should be considered through this UDLP as this is critical to the local economy and encourages visitation to the area, particularly during tournament events.

The shared user path and other linear reserve pathways are key integration points to link into the southern side of Kingston Rd. Not only will this further respond to SF2 but will strengthen the opportunity for public transport during major tournaments in well connected and thought out links to this site and highlight the benefit the Heatherton site provides to the community.

There should also consideration for, either in partnership with council or through future works, for similar enhancements proposed around the SUP to be replicated along the southern side of Kingston Rd to provide a visual linkage, as well as planting and canopy enhancements to meet the objectives of the UDLP framework.

Public Transport access for workers

As a public transport infrastructure project and in line with its own objectives for modal shift, SRLA should prioritise public transport access for its own workers. The route from the Kingston Road bus stop to the front gate of the site would require workers to walk 1.3km from the nearest bus stop to the gate via Kingston Linear Walk. Safe passage would also require appropriate lighting given the 24/7 operation of the site.

A more convenient path would be for workers to access the site from the bus stop at the east end of the site via the future pedestrian paths depicted in the UDS map, bringing forward the following:

> *SF2e Do not preclude the potential for a pedestrian connection (by others) along the western side of the Dingley Bypass, ensuring the Design supports good user experience of the adjacent public realm.*
>
> *SF2f Do not preclude the potential future extension of the Henry Street walking and cycling connections to the Dingley Bypass and north to Elder Street South, ensuring the Design supports these future connections and good user experience of the adjacent public realm.*

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Image 9 – Potential pathway connections

This could reduce the path of travel to approx. 850m travelling on the inside of the land for future discussion. We suggest an informal gravel pathway would be an appropriate outcome, noting VIVA energy constraints, coupled with appropriate planting within the bypass land to support some visibility for users. This could also make use of the area already being used for vehicle access on the periphery of the site.

Asks outside of the UDLP

Open Space offset

Of critical strategic importance to the Kingston and neighbouring Local Government Areas is appreciating the broader Chain of Parks in relation to what open space has been created (largely over the last decade) by Council, and what remains planned (following years of planning) and for what purpose. To best present the evolution of the area, and the broader needs, the Council with its community has prepared a video – see Kingston's Chain of Parks - City of Kingston.

It is necessary for Government, its agencies; and the Urban Design Advisory Panel and Public Open Space Advisory Panel to fully appreciate the 'unparalleled extent' of existing and planning passive open space created in middle Melbourne as part of the Chain of Parks through the rehabilitation of former landfill sites. Having a full appreciation of the extent of this planned transition, places decision makers into a clearer position to appreciate why the Councils original intent for the former Delta site to provide for a differentiated need, illustrated below is clear.

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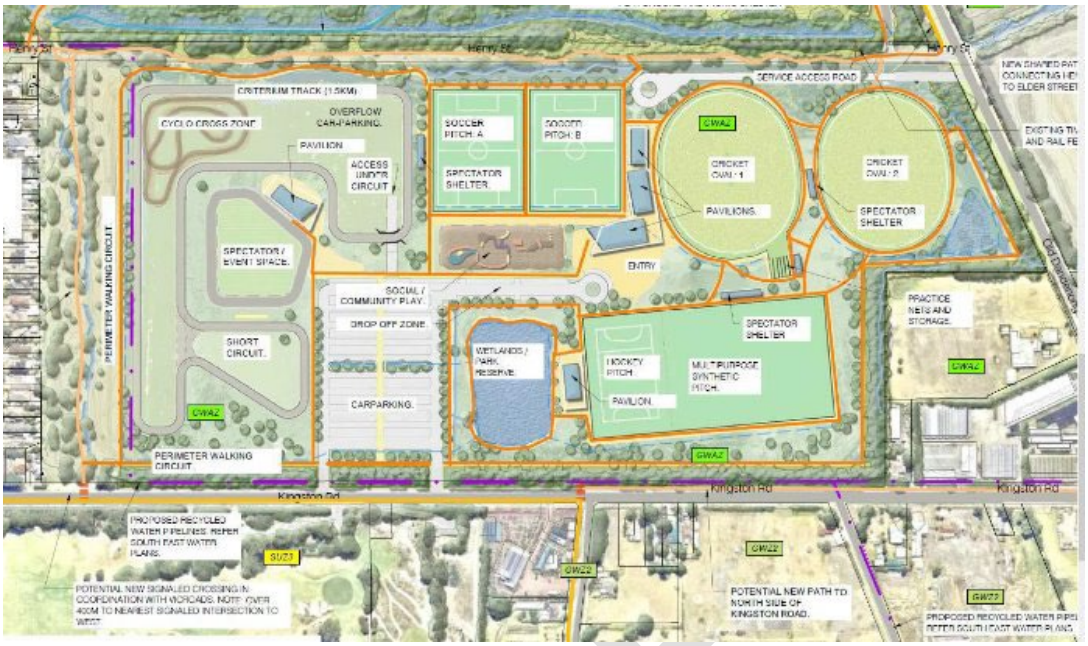

Image 10 – Kingston Fields masterplan at Delta Site

Council and its community has and continues to make clear to Government that the 'Offset' required for the loss of the Delta Site must provide for the purpose a growing inner and middle South East Melbourne, which requires to address enormous demand for organised sporting activities. Within this broader context the Council is firmly of the view that any surplus land on the subject site should not be viewed as a 'practical or necessary' offset as unsuitable or sufficiently aggregated to meet the needs reflected in the image above.

Shared User Path Connection to the South side of Kingston RD

Kingston City Council would welcome further investigations and discussions around connecting the SUP to the southern side of Kingston Rd. As it currently stands the SUP in the UDLP presents as a standalone feature for the Stabling Yard frontage and Council seeks opportunities to better integrate the path into the surrounding path and cycling network.

Ongoing Engagement for Assets and Arrangements

Kingston City Council has noted a significant amount of service assets and interconnectivity between this facility and the surrounding area. There is a significant need to coordinate the development and eventual installation of the facility to the surrounding environment.

To support this, council would welcome the opportunity to collaborate further on these items through workshops and planning sessions to ensure the support and integrate the facility functionally into the area as well as visually.

Planning Scheme Amendment C220 king

Kingston Council adopted its 10-year Green Wedge Management Plan in 2023. As part of the plan's recommendations, Council is seeking to strengthen planning controls to protect our Green Wedge via a Planning Scheme Amendment (Amendment C220king) to:

- Update zoning
    - Rezone all existing Green Wedge Zone (GWZ) land to Green Wedge A Zone (GWAZ) to prevent future land uses with negative environmental impacts.
    - Rectify existing zoning anomalies to align with state planning policy.
- Introduce a new Design and Development Overlay
    - New permit requirement for buildings and works in green wedge precincts
    - New built form guidelines to ensure new buildings are sited, landscaped and designed appropriately in green wedge areas.
- Update local planning policies relating to Green Wedge land.
    - New local planning policy to guide decision making on appropriate land uses and signage in the Kingston green wedge.
    - Update maps of the Chain of Parks (Sandbelt Parklands) to reflect project progress and meet current planning scheme format requirements.
    - Update Public Acquisition Overlay (PAO2) mapping to remove land already acquired for the Chain of Parks (Sandbelt Parklands).
- Transport zone amendments
    - Updating zoning to parts of the Dingley and Mordialloc Bypass and Boundary Road to reflect their status as transport corridors.
    - Introducing a Specific Control Overlay to retain existing subdivision requirements for the rezoned roads to ensure compliance with state green wedge planning policy.

Council is currently consulting on these proposed changes to planning controls via here. These will be presented for Council consideration mid 2027 and subsequently submitted to the Victorian Minister for Planning.

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Ordinary Council Meeting

23 November 2026

Agenda Item No: 9.4

SUBURBAN RAIL LOOP RESOURCE MEMORANDUM OF UNDERSTANDING

Contact Officer: Robert Egerton, Senior Project Manager - Strategic Projects

Purpose of Report

The purpose of this report is to seek Council endorsement for execution of the Resource and Engagement Memorandum of Understanding (MoU) with the Suburban Rail Loop Authority (SRLA).

Disclosure of Officer / Contractor Conflict of Interest

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

RECOMMENDATION

That Council:

1. Endorse the Resource and Engagement Memorandum of Understanding (MoU) with the Suburban Rail Loop Authority (SRLA); and
2. Authorise the CEO or delegate to execute the Memorandum of Understanding (MoU) with the Suburban Rail Loop Authority (SRLA).

1. Executive Summary

Council has been developing the Resource and Engagement Memorandum of Understanding (MoU) with the Suburban Rail Loop Authority (SRLA) (see Appendix 1). The MoU enables SRLA to fund Council for resourcing support to assist with project planning, approvals and coordination required of a major project occupying three sites and influencing four precincts across Kingston.

The MOU also sets out key activities under engagement and resourcing, as well as outlining data sharing, claims and reimbursements, intellectual property and dispute resolution. The document has been reviewed and is now ready for execution.

It should be noted this MoU does not cover tasks associated with Precinct Planning Outcomes as outlined in Council Report 8.5 at August 2026 Meeting. Following that meeting Council has written to SRLA CEO Kevin Devlin to advocate for resourcing funding to support activities associated with those Planning Outcomes. The outgoing letter is attached in Appendix 2.

2. Background

The SRLA East project involves the construction of 26km of twin rail tunnels, the creation of six new underground stations (Cheltenham, Clayton, Monash, Glen Waverly, Burwood and Box Hill) and a new stabling yard located in Heatherton. In addition to the rail infrastructure component of the project, there is also a structure planning element under which SRLA are looking to complete a planning scheme amendment in the areas surround the stations to create more homes and community facilities to account for the growing population.

Kingston City Council has significant involvement in this project as Cheltenham Station, Cheltenham structure plan area, Heatherton Stabling Yard and part of the Clayton structure plan area fall within the municipality.

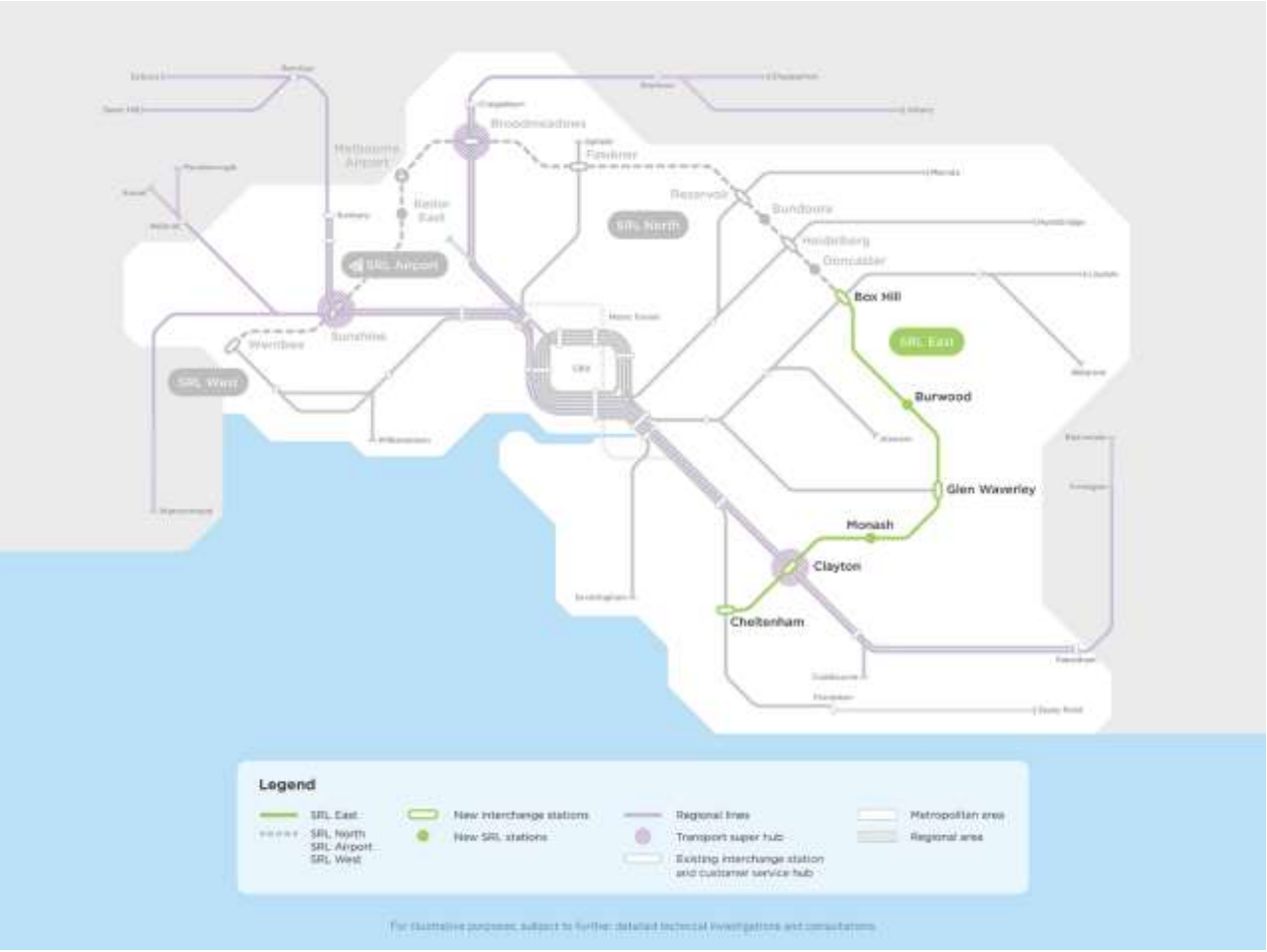


Figure 1: Suburban Rail Loop (SRL) East map

Whilst this project is ultimately controlled by the State Government, Council plays an important role in advocating for community outcomes, both through infrastructure and planning.

For Council to effectively undertake this work, staff resources need to be committed to these projects. Projects of this scale requires input from departments right across the organisation, including Project Management Office and Major Projects; City Strategy; Advocacy; Infrastructure; City Works; Open Space; and Legal - to name a few. The level of involvement from each department can vary depending on the type of the work and the phase of the project.

Given this project was not initiated by Council, but requires critical input as the local authority, it is reasonable that Council should have some staff costs offset by the State Government.

The mechanism under which this occurs is known as a Memorandum of Understanding (MOU).

Council first entered into an MOU with SRLA in 2021 under the CEO's delegation, with approval for a letter of variation granted at the June 2025 Council Meeting.

This report is seeking Council approval to enter into a new MoU which allows for SRLA to fund Council for resourcing support to assist with project planning and approvals, but also outlines data sharing, claims and reimbursements, intellectual property and dispute resolution.

As outlined in the August 2026 Council Meeting Report 8.5, as a result of the Precinct Planning Outcomes, Council us required to support SRL with a number of tasks including planning and

securing new open space, along with planning for Integrated Water Management. Council has outlined our resourcing constraints in a letter to SRL CEO is attached in Appendix 2.

3. Consultation

3.1 Internal Consultation:

Consultation with the following internal departments during the development of the MOU agreements:

- PMO and Major Projects
- Legal
- City Strategy
- Infrastructure
- Communications and Engagement

4. Compliance Checklist

4.1 Council and Wellbeing Plan Alignment

Strategic Direction: Liveable and Sustainable - We live in a sustainable, well-planned and maintained city that preserves neighbourhood character, protects the environment and is future-focused
Strategy: Provide infrastructure and public spaces that enhance liveability, accessibility and are well-maintained now and into the future

The SRLA project is a long-term infrastructure and housing project that aims to better connect Melbourne's public train network and improve housing opportunities into the future.

4.2 Governance Principles Alignment

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

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

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

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

Entering into a Resource and Engagement Memorandum of Understanding (MoU) with the Suburban Rail Loop Authority (SRLA) allows SRLA to fund Council for resourcing support to assist with project approvals and coordination required of a major build project occupying three sites and influencing four precincts across Kingston.

4.3 Financial Considerations

Projected costings

This agreement does not require any expenditure of Council funds. This agreement enables Council to bring in funds to offset the cost of staff working on this significant State Government project.

Budget

By signing this agreement, Council will be receiving funds to offset staff costs. This has been considered as part of Council's operational budget.

Staff Resources

The Resource MOU provides funding to offset the costs of staff who are working on the SRLA project.

4.4 Risk considerations

The primary risk sits with the timing of the execution of this agreement and the caretaker period leading into the State election. If the MoU is not executed then Council staff would not be able to focus on SRL activities, likely impacting business as usual functions with staff involvement needing to be covered under Council's budget.

Appendices

Appendix 1 - Engagement and Resource Memorandum of Understanding 26 - 29 For Execution (Ref 26/301826) - Confidential

Pursuant to Chapter 6, Rule 2 of the Governance Rules, this appendix is designated as confidential in accordance with the Local Government Act 2020.

Section 3(1)(a)of the Local Government Act 2020 applies as the appendix contains Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released

The specified grounds apply because this appendix includes Council business information that is commercially sensitive.

Appendix 2 - Letter to Suburban Rail Loop Authority - Outcomes of August 2026 Council Meeting (Ref 26/310054) - Confidential

Pursuant to Chapter 6, Rule 2 of the Governance Rules, this appendix is designated as confidential in accordance with the Local Government Act 2020.

Section 3(1)(ii)of the Local Government Act 2020 applies as the appendix contains private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

Author/s:	Robert Egerton, Senior Project Manager - Strategic Projects
Reviewed and Approved By:	Emily Boucher, A/ Manager PMO and Major Projects
	Samantha Krull, General Manager Infrastructure and Open Space

Ordinary Council Meeting

23 November 2026

Agenda Item No: 9.5

LEVEL CROSSING REMOVAL PARKDALE - ASSET SERVICES FUNDING

Contact Officer: Emily Boucher, A/ Manager PMO and Major Projects

Purpose of Report

The purpose of this report is for Council to authorise the Chief Executive Officer (CEO) to execute the letter of agreement with the Level Crossing Removal Project (LXRP) to allow Council to receive the asset services funding for the Parkdale Project.

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 authorise the CEO or delegate to execute the letter of agreement with the Level Crossing Removal Project (LXRP) to receive the Asset Services Funding for the Parkdale Project.

1. Executive Summary

Following the State Government's removal of the level crossings in Parkdale, a significant number of new community assets have been constructed and will need to be maintained.

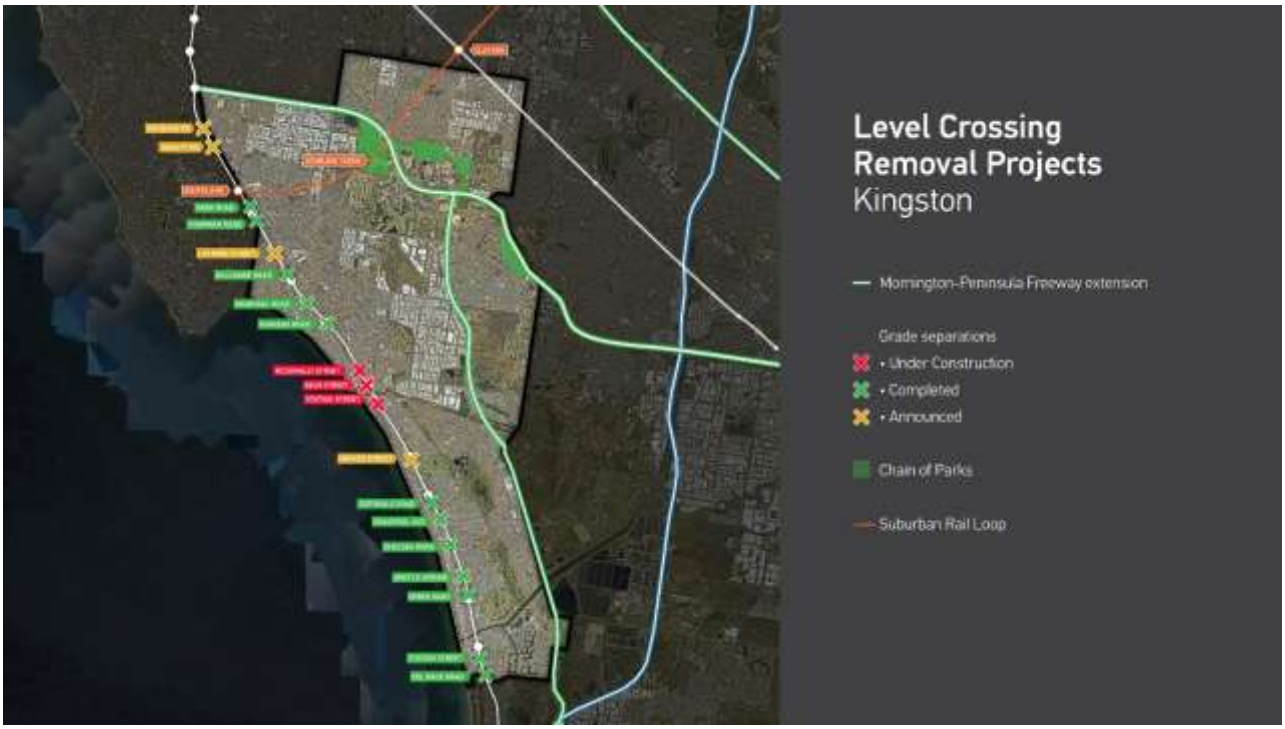
To assist with offsetting some of the costs, an agreement with Level Crossing Removal Project (LXRP) has been reached that they will provide Council with ten years of asset services funding.

Following consultation with the relevant teams across the organisation, the total amount of funding that has been agreed to for Parkdale is outlined in Appendix 1.

The mechanism under which Council receives this funding is through the previously executed Memorandum of Understanding (MOU). LXRP have provided a letter of agreement (Appendix 2) to accompany the milestone table which details the steps Council needs to take to receive the funds.

2. Background

The LXRP works have had a major impact in the City of Kingston. The State Government has committed to making the Frankston Line level crossing free by 2033. As part of this commitment, 19 level crossings will be removed in Kingston and ten new stations constructed.



To date the following level crossings have been removed:

- Carrum
- Cheltenham
- Mentone
- Edithvale
- Chelsea
- Bonbeach
- Parkdale
- Mordialloc
- Station Street, Aspendale

The level crossings committed to be removed in the future are (although timing is unclear):

- Highett (including Wickham Road)
- Latrobe Street
- Aspendale

Whilst this project is ultimately controlled by the State Government, Council plays an important role in advocating for community outcomes.

These projects create a significant amount of community assets that need to be maintained. These include open space, landscaping, playgrounds, public toilets, recreational facilities by way of example. Council has historically accepted handover of these assets for the previously completed projects.

The acceptance of these assets places a significant financial burden on Council in both the short and long-term. As for Chelsea, Edithvale and Bonbeach LXR projects, to offset some of the initial costs, an agreement with LXRP has been reached to provide Council with funding for 10-years of asset services for the Parkdale Project.

Previously at the October 2025 Ordinary Meeting of Council, the following resolution was endorsed:

That Council authorise the CEO to:

1. *Execute the extended Memorandum of Understanding (MOU) with the Level Crossing Removal Project (LXRP) included in confidential Appendix 1;*
2. *Execute the LXRP Parkdale Land and Asset Agreement (LAA) included in confidential Appendix 2; and*
3. *Execute licenses and transfer deeds to ensure Council can comply with its obligations under the Parkdale Land and Asset Agreement (LAA).*

By executing the LAA and other relevant agreements and licences, Council has committed to taking ownership and ongoing asset servicing responsibilities for these community assets.

3. Discussion

3.1 Asset Services Funding Estimate

To develop the estimated costs of servicing the assets which Council will take ownership and maintenance responsibility, existing contracts as well as experience from previous LXRP locations such as Carrum have been used to ensure the estimates are accurate.

A full breakdown of the different asset service items for Parkdale, as agreed with LXRP, can be found in Appendix 1.

It is important to note that these asset service costs do not include the costs of servicing the assets beyond ten years or any asset renewal, as there is currently no agreement in place with the State Government to cover these ongoing costs.

The CEO wrote to the Director General of the Victorian Infrastructure Delivery Authority (VIDA) in July 2026 outlining the significant costs that Council will be facing for asset renewal in the coming years following the volume of state government infrastructure works within Kingston such as level crossing removals, Chain of Parks development, and the Suburban Rail Loop.

This issue is not yet resolved, officers will continue to work with the State Government to seek an outcome whereby at the end of the ten years of asset services, there is a mechanism to fund asset renewal, or an option for Council to consider ongoing responsibilities.

3.2 Letter Agreement for Asset Services Funding

LXRP have provided Council with a letter of agreement as the mechanism under the MOU through which Council will receive the funds.

The letter also provides an updated milestone table which Council will need to meet to receive the funds.

This letter has been reviewed by a number of Council departments and is now ready for execution. The letter can be seen in Appendix 2.

3.3 Handover of Assets

Following execution of the letter of agreement and receipt of the funds, Council will begin accepting handover of hardscape assets, with the handover of softscape due to take place in May 2027 – which is the end of the two-year landscaping establishment period through which LXRP are responsible for maintenance.

4. Consultation

4.1 Internal Consultation:

Consultation on the asset servicing figure estimates included the following departments:

- PMO and Major Projects
- Infrastructure
- City Works
- Open Space
- Finance
- Legal

5. Compliance Checklist

5.1 Council and Wellbeing Plan Alignment

Strategic Direction: Liveable and Sustainable - We live in a sustainable, well-planned and maintained city that preserves neighbourhood character, protects the environment and is future-focused
Strategy: Provide infrastructure and public spaces that enhance liveability, accessibility and are well-maintained now and into the future

The LXRP works are major infrastructure projects and as part of these projects high-quality open space and assets are created for our community to enjoy. Council has provided input into design and construction of these assets and therefore should receive funding to maintain these assets.

5.2 Governance Principles Alignment

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

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

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

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

Building strong relationships with the State Government and the agencies such as LXRP, who are completing major infrastructure projects within the municipality, allows Council to more effectively advocate for good community outcomes. Receiving this funding also assists in ensuring the future financial viability of Council.

5.3 Financial Considerations

Projected costings
The asset services funding received from LXRP is intended to cover maintenance costs over the first ten years once Council has accepted handover of the assets.

Budget

By taking over the assets created as part of the Parkdale LXRP, Council will be responsible for the ownership and servicing in the long term. The funding received only

covers ten years of asset servicing. Beyond this period, the costs will need to be funded by Council. Additionally, the renewal of these assets will also be at the cost of Council.

Staff Resources

Servicing the community assets created by the LXRP will impact resourcing in the various departments who are responsible for servicing the assets. This will be particularly impactful given the significant number of level crossings removed within the municipality, and the large amount of open space created. These costs have been included in the servicing costing for the first ten years.

5.4 Risk considerations

The primary risk with the funding is financial given that it only covers the first ten years of asset servicing. Beyond this period, Council will need to cover maintenance costs. Additionally, the renewal of these assets will also be at the cost of Council.

Appendices

Appendix 1 - LXRP Parkdale - Asset Services Funding - Final (Ref 26/295353) - Confidential

Pursuant to Chapter 6, Rule 2 of the Governance Rules, this appendix is designated as confidential in accordance with the Local Government Act 2020.

Section 3(1)(a) of the Local Government Act 2020 applies as the appendix contains Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released.

The specified grounds apply because the appendix includes Council business information that is commercially sensitive.

Appendix 2 - LXR Parkdale - Asset Services Funding Letter Agreement (Ref 26/295370) - Confidential

Pursuant to Chapter 6, Rule 2 of the Governance Rules, this appendix is designated as confidential in accordance with the Local Government Act 2020.

Section 3(1)(a) of the Local Government Act 2020 applies as the appendix contains Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released.

The specified grounds apply because the appendix includes Council business information that is commercially sensitive.

Author/s:	Emily Boucher, A/ Manager PMO and Major Projects
Reviewed and Approved By:	Samantha Krull, General Manager Infrastructure and Open Space

Ordinary Council Meeting

23 November 2026

Agenda Item No: 9.6

2026/2027 QUARTER ONE CAPITAL WORKS RESULTS

Contact Officer: Emily Boucher, A/ Manager PMO and Major Projects

Purpose of Report

The purpose of this report is to provide an update on the progress of the 2026/27 capital works program at the end of the first financial quarter and to respond to the resolution at the 28 September 2026 Council Meeting for a report on the adjustments to the 2026/27 Adopted Capital Works Budget to increase the program to incorporate carry over for projects from 2025/26.

Disclosure of Officer / Contractor Conflict of Interest

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

RECOMMENDATION

That Council:

1. Note that $13.7 million has been delivered against a forecast of $18.7 million at the end of Quarter One of the 2026/27 Capital Works Program;
2. Endorse the Quarter One 2026/27 Capital Works Project changes (Appendix 1); and
3. Approve the adjustment to the 2026/27 Adopted Capital Works Budget to increase the program from $74.7 million to $77.4 million to include the carry over projects from 2025/26.

1. Executive Summary

At the Ordinary Council Meeting 28 September 2026, Council resolved to receive a further report to consider adjustments to the 2026/27 Adopted Capital Works Budget as a result of the final outcome of the 2025/26 Capital Works Program.

At the end of Quarter One, the 2026/27 Capital Works Program spent $13.7 million against a planned $18.7 million, a variance of $5 million. This shortfall is largely due to the timing of contract awards across nine projects. Most projects currently still forecast to be completed within the 2026/27 financial year.

Across Quarter One, 21 project change requests were submitted and recommended to be endorsed. These are primarily due to increased grant funding and contributions received, increases to project budgets due to unforeseen conditions, project deferrals and project savings.

Although the program has commenced more strongly than the previous year, continued oversight is required to maintain delivery momentum and manage emerging risks.

2. Background

The Capital Planning Team monitors the performance of the Capital Works Program to provide assurance that projects are progressing in line with approved budgets, schedules and delivery commitments. Quarter One expenditure totalled $13.7 million against a forecast of $18.7

million, with the variance primarily attributable to the timing of procurement activities, contract awards and milestone payments across nine projects.

The Capital Planning Team will continue to monitor expenditure, delivery progress and procurement outcomes against adopted budget throughout the year to ensure Council is provided with timely advice on the program's performance and any future budget implications.

At the Ordinary Council Meeting 28 September, Item 11.1 Full-year Finance Report June 2026 and Financial Statements for the Year Ended 30 June 2026, Council resolved to:

> *Receive a further report to consider adjustments to the 2026/27 Adopted Capital Works Budget to increase the program from $74.7 million to $77.4 million; and reflecting the final outcome of the 2025/26 Capital Works Program in the 2025/26 Financial Statements, including approved carry overs from 2025/26.*

An adjustment to the 2026/27 Capital Works Program is required to include the carry over projects from 2025/26. Of the $13.7 million spent in Quarter One, $2.3 million relates to 2025/26 carry over works, representing more than 55% spend of the $4.2 million carried forward.

3. Discussion

3.1 Quarter 1 result

At the end of Q1, the 2026/27 Capital Works Program has delivered $13.7 million against a forecast spend of $18.7 million including carry over projects. This represents a 73% spend against Quarter One forecast, and 18% spend against the 2026/2027 $74.7 million budget adopted by Council in May. Details on key projects completed and underway are outlined in Appendix 1.

The $5 million variance is primarily attributable to nine projects where expenditure has not yet aligned with contract award timing. Of this, $2.4 million relates to the Mordi Aquatic Centre, with the corresponding invoice for payment received in October.

The remaining $2.6 million relates to eight projects across the Active Kingston, Infrastructure, Major Projects and Open Space teams. The Capital Planning Team has reviewed the status of each project and confirmed that most remain on track for delivery within the 2026/27 financial year.

Major projects are also progressing through Council procurement processes, with contract awards for Le Page Park and the Namatjira Master Plan representing a combined 2026/27 budget of approximately $17 million.

The Capital Works Steering Committee (CWSC) provides internal governance oversight of the Capital Works Program, including consideration of change requests and associated funding sources impacts. During Quarter One the CWSC considered 21 change requests impacting the program. These changes total $1.86 million and comprise $890,580 in additional project costs funded from reserves, $965,000 in increased grant income, $60,000 increase in contributions income; offset by a decrease of $58,419 from rates. These adjustments will be managed within the adopted budget and there is no proposed adjustment to the overall Capital Works Budget.

3.2 Adjusted Budget

At the Ordinary Council Meeting 28 September, Item 11.1 Full-year Finance Report June 2026 and Financial Statements for the Year Ended 30 June 2026 Council resolved:

Receive a further report to consider adjustments to the 2026/27 Adopted Capital Works Budget to increase the program from $74.7 million to $77.4 million; and reflecting the final outcome of the 2025/26 Capital Works Program in the 2025/26 Financial Statements, including approved carry overs from 2025/26.

This movement consists of:

- the carry over of $3.5 million for projects and $0.6 million for the Mordi Aquatic Centre project from 2025/26 into 2026/27
- a reduction of $1.5 million for projects that were delivered ahead of schedule in 2025/26 and therefore no longer required budget in 2026/27
- The $5.7 million of expenditure brought forward for the Mordi Aquatic Centre project has already been incorporated into the adopted 2026/27 budget and therefore does not require further adjustment

($'million)	Capital Works Budget 2025/26	Capital Works Budget 2026/27
Budget	**Adjusted Budget *91.4**	**Adopted Budget 74.7**
Non Aquatic projects:		
Early delivery - non Aquatic (2026/27 to 2025/26)	1.5	-1.5
Carry over - non Aquatic (2025/26 to 2026/27)	-3.5	3.5
Net overspend non Aquatic (overspends less underspends)	0.5	
Mordi Aquatic Centre:		
Early delivery - Aquatic (2026/27 to 2025/26)	5.7	already in Budget
Carry over - Aquatic (2025/26 to 2026/27)	-0.6	0.6
Actuals/ Adjusted Budget	**Actuals 94.9**	**Adjusted Budget 77.4**

Carry overs were for projects comprising of ten multi-year projects and six single year projects, where already committed spend was required to be carried over from 2025/2026 to complete delivery in 2026/27.

Of the carry over projects, Allan McLean Hall, Edithvale Public Golf Course Pro Shop, Waves Pilates Studio and Caruana Woodland Reserve footpath have now been delivered.

4. Compliance Checklist

4.1 Council and Wellbeing Plan Alignment

Strategic Direction: Responsibly Governed - We are a transparent and efficient organisation that is accountable, responsive and cost-effective
Strategy: Ensure good governance through integrity, accountability, and continuous improvement

The Capital Planning Team closely monitors project performance across the entire Council capital works program, helping to ensure projects are delivered efficiently, cost-effectively and deliver the best outcomes for our community.

4.2 Governance Principles Alignment

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

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

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

The Capital Planning Team closely monitors project performance across the entire Council capital works program to ensure the best outcomes for our community are achieved.

4.3 Financial Considerations

An adjustment to the 2026/27 Adopted Capital Works Budget to increase the program from $74.7 million to $77.4 million is required to be endorsed by Council. As outlined the majority of these carried over projects have now been completed, and the budget needs to reflect the delivery of these projects carried over from 2025/26.

By the end of Quarter One, the 2026/27 Capital Works Program had spent $13.7 million against a planned $18.7 million, a variance of $5 million. This shortfall is largely due to the timing of contract awards across nine projects, with most projects still forecast for completion within the 2026/27 financial year.

In addition, 21 project change requests were submitted during the quarter. These changes total $1.86 million and comprise $890,580 in additional project costs funded from reserves, $965,000 in increased grant income, $60,000 increase in contributions income; offset by a decrease of $58,419 from rates. These adjustments will be managed within the adopted budget and there is no proposed adjustment to the overall Capital Works Budget. These are included in Appendix 2.

4.4 Risk considerations

Continued oversight is required to maintain delivery momentum and manage emerging risks.

Appendices

Appendix 1 - Q1 Change Request Register (Ref 26/301464)

Appendix 2 - Q1 Capital Works Program Quarterly Update 2026-27 (Ref 26/302335)

Author/s:	Emily Boucher, A/ Manager PMO and Major Projects
Reviewed and Approved By:	Samantha Krull, General Manager Infrastructure and Open Space

9.6

2026/2027 QUARTER ONE CAPITAL WORKS RESULTS

1 Q1 Change Request Register 307

2 Q1 Capital Works Program Quarterly Update 2026-27 309

26/27 Budget Variation (Change Request & New Bids) Register

New CRs / New Bids – up to September CWSC

Code	Name	26/27 Adopted Budget	26/27 Adjusted Budget	26/27 Approved Budget	CWSC Date	FY	Comments	Total Value	Rates	Reserves	Grant	Contribution	Other
P1664	Southern Road Reserve Sports Lighting Upgrade	-	-	270,000	10 Sep'26	26/27	Increase in grant funding	**270,000**			270,000		
P1217	Allan McLean Hall - Roof, Switchboard, LED & HVAC Renewal	-	36,354	152,935	10 Sep'26	26/27	Change request #2- approved in May but was not spent in 25/26	**73,581**	73,581				
P1196	Edithvale Bowls Resurfacing	400,000	144,913	224,913	12 Jun'26	26/27	Increase in club contribution	**50,000**	-	-	-	50,000	-
P1616	EV Charging Phase 1 - Dingley Village Library	2,000	2,000	5,000	12 Jun'26	26/27	Budget transfer to P1616 from P1250	**3,000**	3,000	-	-	-	-
P1250	Future Project Planning	62,000	62,000	59,000	22 Jul'26	26/27	Budget decrease in P1250	**(3,000)**	(3,000)				
P1528	Mordi Aquatics Centre Integrated Public Art Work	76,448	90,131	213,711	12 Jun'26	26/27	Arts Reserve Budget increase	**123,580**	-	123,580	-	-	-
P1217	Allan McLean Hall - Roof, Switchboard, LED & HVAC Renewal	-	36,354	79,354	22 Jul'26	26/27	Budget increase, funded from P1567 (CR#C000166)	**43,000**	43,000				
P1567	Cheslea Swanpool Occasional Care - Roof Replacement	150,000	150,000	-	22 Jul'26	26/27	Project cancellation	**(150,000)**	(150,000)				
P1634	Chelsea Activity Hub - Flooring Replacement	25,000	25,000	-	22 Jul'26	26/27	Project cancellation	**(25,000)**	(25,000)				
P1637	Ben Kavanagh Reserve Turf Wicket	50,000	50,000	-	22 Jul'26	26/27	Budget deferral to FY27/28	**(50,000)**	(50,000)				
P1637	Ben Kavanagh Reserve Turf Wicket	-	50,000	50,000	22 Jul'26	27/28	Budget deferral from FY26/27	**50,000**	50,000				
P1700	GR Bricker reserve athletics track lighting	-	-	500,000	22 Jul'26	26/27	OCM meeting 22nd Jun	**500,000**	-	250,000	250,000	-	-
P1068	Bonbeach St. Chads Baseball Dug Out Upgrades	-	106,663	346,663	22 Jul'26	26/27	Budget increase - Open Space Reserve	**200,000**		200,000			
P1531	Patterson River Sculpture Trail - delivery of second work	100,000	100,000	227,000	22 Jul'26	26/27	Arts Reserve Budget increase	**127,000**		127,000			
N0796	Waves Investment Strategy	100,000	100,000	150,000	22 Jul'26	26/27	Waves Budget Transer	**50,000**	50,000				
P1557	Waves Electrification Upgrade	685,000	706,400	656,400	22 Jul'26	26/27	Budget decrease in P1557	**(50,000)**	(50,000)				
P1251	Mordi Aquatics Centre - Cardio Equipment	350,000	350,000	412,000	22 Jul'26	26/27	Cardio Budget Transfer	**62,000**	62,000				
C0532	Waves Aquatics Centre - Cardio Equipment	350,000	350,000	288,000	22 Jul'26	26/27	Budget Decrease in C0532	**(62,000)**	(62,000)				
P1196	Edithvale Bowls Resurfacing	400,000	144,913	224,913	22 Jul'26	26/27	addition to CR#C0000157	**30,000**		20,000		10,000	
N1113	Community Sports Club Infrastructure Renewal and Upgrade	62,000	97,240	77,240	22 Jul'26	26/27	Budget Decrease in N1113	**(20,000)**		(20,000)			
P1559	GR BRicker Reserve Stage 2	550,000	550,000	700,000	Out of	26/27	Budget increase - Open Space Reserve	**150,000**		150,000			
P1068	Bonbeach St. Chads Baseball Dug Out Upgrades	-	106,663	346,663	12 Aug'26	26/27	Additional $40k	**40,000**		40,000			
P1041	Governor Rd-Jack Grut Reserve Crossing Improvements	-	40,851	485,851	12 Aug'26	26/27	funded by the TAC grant	**445,000**			445,000		
							Total CRs / New Bids presented and supported by CWSC up to September 2026	**1,857,161**	**-58,419**	**890,580**	**965,000**	**60,000**	**0**

21 items | $1,857,161


City of
KINGSTON
CAPITAL WORKS PROGRAM
QUARTERLY UPDATE
Q1 | FY 2026/27

Improving our streets and neighbourhoods

Supporting local sport



Edithvale Bowls Club

This project delivered the resurfacing of two bowling greens and increasing open space.

Accessible community places



Highett Pavilion

Modern, functional and accessible facilities have been delivered as part of this building refurbishment.

Improving our streets and neighbourhoods

Footpath renewal program



McLeod Road

A new footpath between Manhattan Court to Gladesville Blvd now connects to the school crossing.

Footpath renewal program



Caruana Woodland Reserve

The reconstructed footpath through Caruana Woodland Reserve of granitic sand and a length of Boardwalk within the reserve now allows water to flow to River Red Gums under the boardwalk.

Walking and Cycling Strategy



Shared User Path, Edithvale Road

New Shared User path section between Edithvale Wetland Education Centre and Branagan Drive has delivered a safer route for pedestrians and cyclists.

Improving our streets and neighbourhoods

Flood mitigation



Sherwood Av Easement Drain

Easement drain construction has completed the drainage upgrades at the Sherwood Avenue / Bicentennial Park precinct.

Flood mitigation



Stormwater Harvesting, Bricker Reserve

Stormwater can now be treated and stored for the purpose of irrigating the oval, athletics track and sections of the botanical gardens on the east side of Rowans Road.

Quarter 1 – Progress and tracking

Capital works program – Actuals tracking against budget (YTD Sep'26)

YTD Actuals | Remaining Budget

	Spend vs Budget ($m)	Total Budget ($m)	YTD Actuals ($m)	% of Budget Spent
Community and Sporting Facilities	1.3 / 14.0	15.3	1.3	8%
Playgrounds and Active Recreation	1.3 / 17.5	18.8	1.3	7%
Mordi Aquatic Centre development	4.6 / 7.5	12.1	4.6	38%
Equipment & Technology	1.1 / 2.8	3.9	1.1	27%
Parks & Reserves	0.3 / 3.1	3.4	0.3	8%
Roads, Drains, Footpaths and Bike Paths	5.2 / 16.0	21.2	5.2	25%
Grand Total	13.7 / 61.0	74.7	13.7	18%

City of Kingston

Ordinary Council Meeting

23 November 2026

Agenda Item No: 9.7

RESPONSE TO RESOLUTION - NOTICE OF MOTION 19/2026 - FUTURE DELIVERY OF BEACH MAINTENANCE IN PATTERSON LAKES

Contact Officer: Luke Dexter, A/ Manager Open Space

Jason Davenport, Contract Administrator Open Space

Purpose of Report

The purpose of this report is to respond to Notice of Motion No. 19/2026 regarding the current arrangements and future delivery of artificial beach maintenance in the Patterson Lakes Waterways.

Disclosure of Officer / Contractor Conflict of Interest

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

RECOMMENDATION

That Council receive this report in response to the resolution regarding Notice of Motion No. 19/2026 – Future Delivery of Beach Maintenance in Patterson Lakes.

1. Executive Summary

Patterson Lakes comprises the Tidal Waterways and the three Quiet Lakes of Lake Legana, Lake Illawong and Lake Carramar. Melbourne Water owns the waterways and associated artificial beach land.

Under the Patterson Lakes Waterways Management Plan 2022, Council funds and is responsible for artificial beach maintenance, while Melbourne Water controls access to its land and manages physical delivery arrangements, including the maintenance provider and specialist marine access.

The arrangement provides established specialist capability. Council's responsibility for the service is currently separated from direct control of physical delivery and the maintenance provider.

Melbourne Water's review of the FY2025/26 program identified both service efficiencies and variations from the planned program. Against a quoted program of $409,849, actual expenditure was $350,624, including $38,969 of planned works that were not completed.

Opportunities identified through the review include improved reporting, regular operational meetings, stronger financial reconciliation and greater flexibility in responding to missed or changed works.

In response to Notice of Motion 19/2026 - Future Delivery of Beach Maintenance within Patterson Lakes, officers have assessed four models through which Council could retain artificial beach maintenance as a municipal service.

Model	Delivery approach	Indicative annual recurrent cost	Council establishment
A. Strengthened existing arrangement	Council funds and remains responsible; Melbourne Water manages physical delivery with strengthened oversight	$409,849 FY2025/26 benchmark*	No material new establishment identified
B. Council-held external contract	Council directly contracts a provider to deliver the whole service	$586,940 ex GST	Limited / TBC
C. Council-run operational service	Council establishes a workforce and routine plant, with specialist plant and marine services procured as required	~$406,000	~$245,000
D. Split delivery by precinct (hybrid)	Council delivers Quiet Lakes; Melbourne Water or its provider delivers Tidal Waterways, with Council retaining overall municipal-service responsibility	~$412,000 very preliminary estimate	TBC, potentially up to ~$245,000 if dedicated plant is required
Independent comparator – Melbourne Water responsibility from 2031	Service and funding responsibility transfer to Melbourne Water	TBC	Dependent on transition arrangements

**The FY2025/26 Melbourne Water quoted program is the closest existing whole-of-service benchmark. It is not the confirmed future price of a strengthened Melbourne Water arrangement*.

Preliminary external market testing confirms that a Council-held contract is operationally feasible. The indicative estimate of $586,940 is approximately $177,000, or 43 per cent, above the Melbourne Water FY2025/26 quoted benchmark.

The indicative Council-run model comprises one full-time Band 6 Coordinator, one full-time Band 5 Lead Maintenance Officer and approximately 600 hours of Band 3 casual support annually. The model assumes new commercial-grade routine plant, hired specialist tracked plant and externally procured marine/barge access. Its estimated recurrent cost is approximately $406,000 per annum, with approximately $245,000 initial establishment expenditure.

The recurrent Council-run estimate is broadly comparable with the Melbourne Water benchmark. The small difference between these planning estimates is within the current level of uncertainty and should not be interpreted as demonstrating a lower-cost model.

Council operational delivery would also create new workforce, asset-management and future replacement obligations.

A split-delivery model has been assessed at a high level. Its approximately $412,000 recurrent estimate assumes that the existing Tidal Waterways component of Melbourne Water's program could continue at approximately its current allocated cost, while Council delivers the more readily land-accessible Quiet Lakes. This has not been confirmed with Melbourne Water and may be materially affected by procurement, contractor mobilisation, management fees, access and workforce arrangements.

The independent Marsden Jacob Associates Strategic Review recommended a Melbourne Water-only model as its preferred longer-term governance option. Melbourne Water has advised officers that it supports this option in principle and is willing to assume responsibility from 2031, subject to the necessary regulatory, funding and community consultation processes. Council has not adopted this as Council's position.

No material change to existing arrangements is proposed through this report.

2. Background

2.1 Patterson Lakes Waterways

Patterson Lakes comprises two distinct waterway environments with different functions, access arrangements and maintenance requirements.

Consideration	Tidal Waterways	Quiet Lakes
Waterway form	Canal and harbour network connected to Patterson River and Port Phillip Bay	Lake Legana, Lake Illawong and Lake Carramar
Primary infrastructure function	Regional drainage and flood protection	Stormwater retention and drainage
Broader recreational use	Boating, fishing and water-based recreation	Predominantly local recreation and amenity
Maintenance access	Constrained at a number of locations; specialist water-based access required for some activities	Greater potential for land-based maintenance
Landowner	Melbourne Water	Melbourne Water

The term *municipal asset*, as used in Council's resolution, recognises the municipal and community significance of Patterson Lakes. It does not imply City of Kingston ownership of the waterways or artificial beaches.

2.2 Development of the current arrangements

Year	Key development
1973	Dandenong Valley Authority undertakes management and maintenance of Patterson Lakes, supported by a Precept Rate
2012–13	Community concern regarding proposed changes to the Precept Rate results in an Independent Review of governance and funding arrangements
2017	Council establishes a Special Charge to partially offset Quiet Lakes beach-maintenance costs
2021–22	Council allows the Special Charge to expire, and artificial beach maintenance becomes fully funded from General Rates Revenue
2022	Council and Melbourne Water establish the current Patterson Lakes Waterways Management Plan

2023	Council and Melbourne Water jointly commission Marsden Jacob Associates to independently review governance, funding and service delivery
2024–25	MJA completes the Strategic Review, subsequently presented to Councillors and publicly released
2026	Council considers further advice regarding future funding, service delivery, public access and community engagement and adopts Notice of Motion No. 19/2026

The 2012 Independent Review anticipated that Council could achieve efficiencies by drawing on municipal foreshore-maintenance capability.

In practice, many Tidal Waterways locations have constrained land access and require specialist water-based servicing. The Patterson Lakes operating environment consequently differs from Council's ordinary foreshore-maintenance environment.

The MJA Strategic Review was subsequently commissioned to reconsider the governance, funding and delivery arrangements. It identified the separation between Council's funding and service responsibility and Melbourne Water's ownership, operational access and provider management as a key governance issue.

2.3 Melbourne Water's advised position from 2031

The MJA Strategic Review recommends a Melbourne Water-only model as its preferred longer-term governance option, under which Melbourne Water would assume responsibility for funding and delivery of artificial beach maintenance.

Melbourne Water has advised officers that it accepts this option in principle and is willing to assume maintenance responsibility from 2031, subject to the necessary regulatory, funding and community consultation processes.

This represents Melbourne Water's advised future position. It does not constitute a completed transfer of responsibility, regulatory approval or an adopted Council position.

If Council wished to retain responsibility beyond 2031, discussions with Melbourne Water would be required to resolve future responsibility, access, service standards, delivery arrangements, funding and community engagement.

The scheduled review of the Patterson Lakes Waterways Management Plan provides an opportunity to address arrangements applying before any potential change from 2031.

2.4 Council Resolution

At its Ordinary Council Meeting on 26 October 2026, Council adopted Notice of Motion No. 19/2026 – Future Delivery of Beach Maintenance within Patterson Lakes:

1. *Options to establish beach maintenance within the Patterson Lakes waterways as an ongoing municipal service of the City of Kingston, including the operational and contractual arrangements necessary to maintain the current or an improved level of service into the future;*
2. *Advice on the long-term arrangements required to ensure the City of Kingston retains responsibility for the delivery, oversight and quality of beach maintenance services, recognising the waterways as an important municipal asset;*
3. *Advice on incorporating the ongoing cost of beach maintenance into Council's recurrent operating budget as a municipal service, together with any opportunities to*

improve operational efficiency or obtain external funding, excluding the introduction of a special charge or similar levy on affected property owners;

4. *An assessment of the current maintenance arrangements, including service frequency, performance measures, contract management and opportunities to improve service delivery;*
5. *Options to achieve the best financial and service outcomes through contractual arrangements with Melbourne Water or another suitably qualified and equipped provider, while ensuring that the City of Kingston retains responsibility, oversight and accountability for the service;*
6. *Advice regarding the continued use of existing maintenance access easements along the Tidal Waterways where practical, safe and lawful to support efficient maintenance operations;*
7. *Opportunities to improve public access to the Patterson Lakes beaches and waterways, where practical and environmentally appropriate, recognising these areas as community assets for the enjoyment of all residents;*
8. *A summary of community consultation undertaken to date together with an outline of opportunities for further engagement with affected Patterson Lakes residents, the broader Kingston community, Melbourne Water and other relevant stakeholders, to ensure that any future consideration of changes to maintenance arrangements, funding or public access is informed by the views of those affected;*
9. *Ensure that any options presented in the report are considered objectively and without a predetermined preferred outcome, including consideration of existing arrangements, the respective responsibilities of Council and Melbourne Water, financial sustainability, equitable allocation of ratepayer funding, accessibility, and the extent of the wider municipal community benefit;*
10. *Ensure that the report provides advice regarding how Council can enact usage of the Waterways and Drainage Charge as it was envisioned to fund public assets including beach maintenance in the 2012 Independent Review;*
11. *Note that consideration of options relating to beach maintenance does not constitute an endorsement of any particular delivery model, ongoing municipal service, funding arrangement, service standard, contractual obligation or change to public access, and does not create a commitment or expectation that Council will implement any option presented; and*
12. *Note that any future proposal to materially change the existing arrangements for beach maintenance, including Council's financial or operational responsibilities, would require separate consideration and resolution of Council, informed by appropriate community consultation, financial assessment and consideration of the roles and responsibilities of relevant authorities.*

Items 1–10 are addressed directly in Section 3. Items 11 and 12 establish that consideration of the available options does not represent endorsement of a preferred model and that any material future change requires separate Council consideration.

3. Discussion

3.1 Options for Council to retain beach maintenance

Council can seek to retain artificial beach maintenance as an ongoing municipal service under a number of delivery arrangements. Retaining responsibility for the service does not require Council to physically undertake every maintenance activity itself.

The following Council-retained models have been assessed:

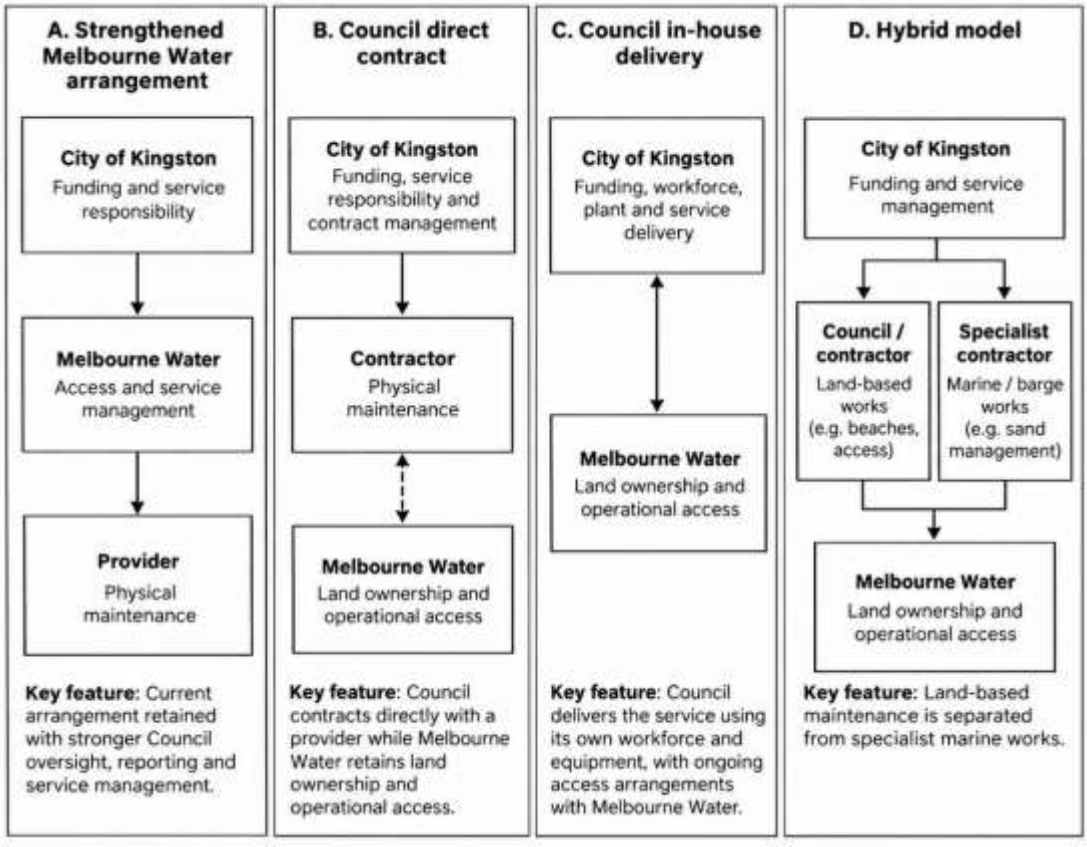
Model	Delivery arrangement
A. Strengthened existing arrangement	Council remains responsible and funds the service; Melbourne Water manages physical delivery under strengthened oversight arrangements
B. Council-held external contract	Council directly contracts a suitably qualified provider to deliver the whole service
C. Council-run operational service	Council establishes its own workforce and routine plant, while specialist plant and marine access are procured as required
D. Split delivery by precinct (hybrid)	Council delivers Quiet Lakes; Melbourne Water or its provider delivers Tidal Waterways, while Council retains overall responsibility for the municipal service

A Melbourne Water-responsibility model from 2031 is considered separately as an independent comparator.

The Council-run model assumes one full-time Band 6 Coordinator, one full-time Band 5 Lead Maintenance Officer and approximately 600 hours of Band 3 casual support annually. The permanent workforce could also support broader foreshore and coastal operations when not engaged on Patterson Lakes programmed or reactive work. No financial offset has been assumed for that potential broader utilisation.

All Council-retained models remain dependent on appropriate access to Melbourne Water-owned land and waterways.

The service models explored are outlined in the following figure.



The financial and operational implications are compared at Item 9.

3.2 Item 2 – Long-term arrangements for Council responsibility, oversight and service quality

For Council to retain responsibility for artificial beach maintenance, future arrangements would require clearer service expectations, stronger visibility of delivery and appropriate mechanisms for Council to oversee service quality.

The current Management Plan establishes the respective roles of Council and Melbourne Water and includes a broad service outcome that artificial sand beaches have no more than 10 per cent weed cover or lose debris.

Current arrangement	Future service framework opportunity
Annual service schedule	Agreed annual program with a documented process for managing changes
Broad beach-condition outcome	Defined inspection and service-verification arrangements
Melbourne Water manages the physical provider	Clear Council information and oversight requirements
Variances may be identified after delivery	Routine reporting of completed, deferred and missed activities
Financial reconciliation occurs after delivery	Regular forecast-to-actual monitoring
Issues escalated as they arise	Scheduled operational reviews
Customer requests may cross organisations	Defined customer contact and escalation responsibilities

Under a strengthened existing arrangement, these mechanisms could form part of a revised inter-agency service framework recognising Council's service responsibility and Melbourne Water's land ownership, access and operational role.

Under a Council-held contract or Council-run model, equivalent controls would operate through Council's own contract-management or operational systems.

A split-delivery model would require particularly clear precinct boundaries, service standards, reporting arrangements, customer escalation pathways and responsibility for missed or changed works.

3.3 Item 3 – Recurrent operating budget, efficiencies and external funding

Council can continue to fund artificial beach maintenance through General Rates Revenue as a recurrent municipal service. The Notice of Motion excludes a new Council Special Charge or similar levy on affected property owners.

For comparative purposes, the FY2025/26 Melbourne Water quoted program of $409,849 is used as the closest current whole-of-service benchmark.

Model	Indicative recurrent cost	Key qualification
A. MW-managed benchmark	$409,849	FY2025/26 quoted whole-of-service program
B. Council-held external contract	$586,940 ex GST	Preliminary market estimate
C. Council-run operational service	~$406,000 (+245k)	Officer planning estimate including full new staffing and operating allowances
D. Split delivery by precinct	~$412,000	High-level estimate requiring Melbourne Water confirmation
MW responsibility from 2031	TBC	Subject to future regulatory and funding arrangements

The FY2025/26 Melbourne Water actual expenditure of $350,624 is lower than the quoted program because of a combination of delivery efficiencies, timing differences and works not completed. It is not used as the normalised comparator for alternative models.
The Council-run estimate includes approximately $75,600 as a planning allowance for specialist marine/barge access based on the existing FY2025/26 Melbourne Water allowance. A direct local marine quotation has not yet replaced this assumption.

The Council-run and split-delivery estimates are broadly comparable with the Melbourne Water benchmark at recurrent-cost level. Differences of this scale are within the uncertainty of the current planning assumptions.

The Council-run model would additionally require approximately $245,000 of initial establishment expenditure and create future plant, fleet and equipment replacement obligations.

Before any implementation decision, financial assumptions would require confirmation through Finance, including consistent GST treatment and any relevant internal corporate or fleet allocations across the models.

Efficiency opportunities

Opportunity	Strengthened MW arrangement	Council-held contract	Council-run service	Split delivery
In-year service management	Can be strengthened	Direct	Direct	Direct/shared
Competitive procurement	Through MW	Council procurement	Specialist inputs only	Council inputs plus MW arrangements
Post-work inspection	Can be agreed	Direct	Direct	Direct/shared
Service variation	Negotiated	Direct contract control	Direct operational control	Requires agreed interface

Financial reconciliation	Can be strengthened	Direct	Direct	Separate Council/MW reconciliation
Land/marine access optimisation	Joint opportunity	Joint opportunity	Council-led with MW agreement	Central to model
Existing marine capability	Yes	Contractor-dependent	Externally procured	MW/provider, subject to agreement

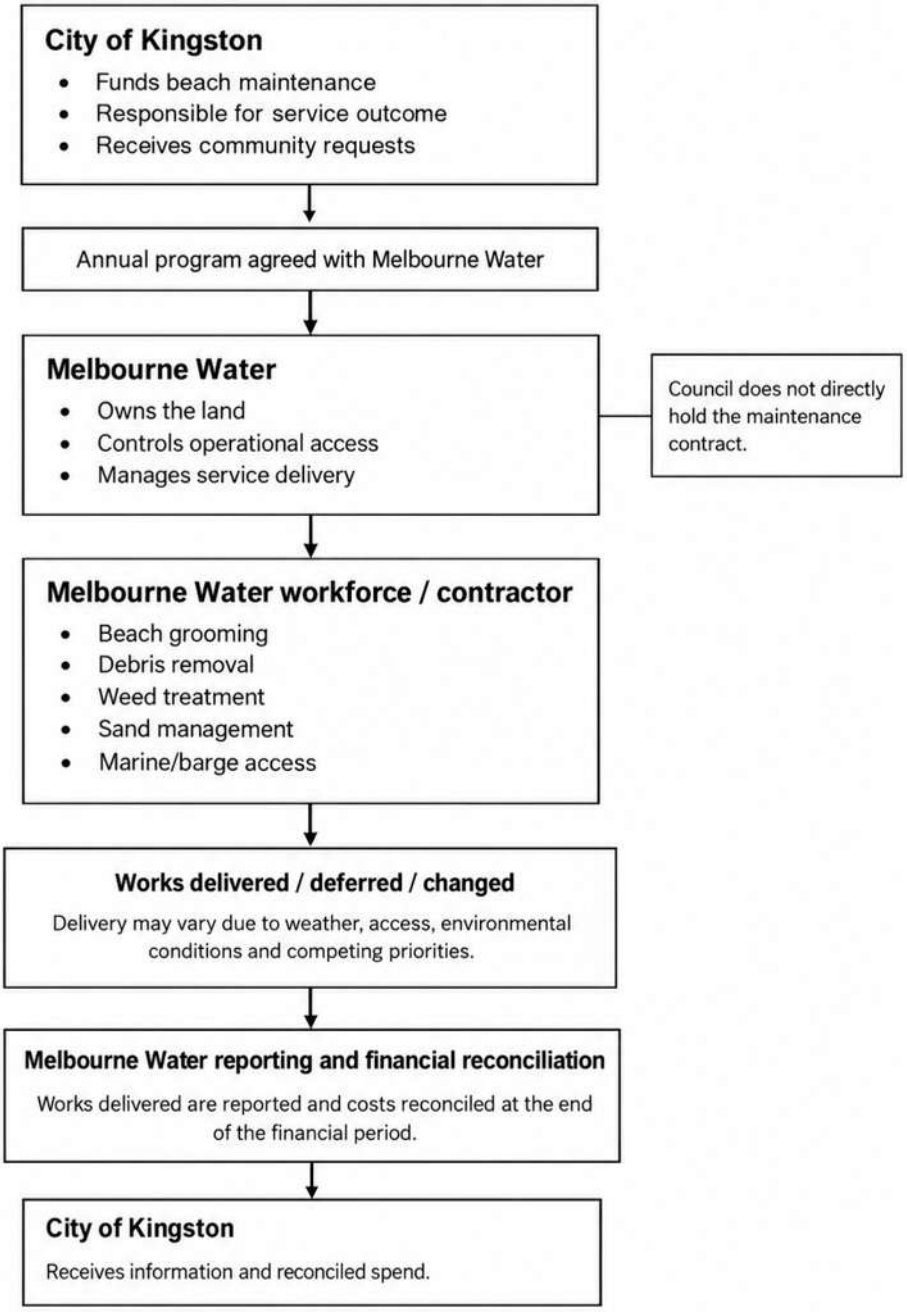
External funding
Officers have not identified a current grant program designed to fund the complete recurrent cost of routine artificial beach maintenance.

Funding programs may support discrete components of future Patterson Lakes waterway management where eligibility is established, including waterway health, flood resilience, erosion management, environmental restoration, water quality, boating access and public-access infrastructure.
External funding should be treated as a potential offset to eligible components rather than a substitute for the recurrent maintenance budget.

The Waterways and Drainage Charge is addressed at Item 10.

3.4 Item 4 – Current maintenance arrangements, service performance and opportunities for improvement

The current arrangement provides established specialist capability. Council's visibility and control of physical delivery are indirect, and changes to the planned program may be identified through subsequent reporting and reconciliation rather than direct Council contract management.



Service scope and frequency
The preliminary external market estimate was developed using service frequencies broadly aligned with the FY2025/26 program. The FY2025/26 Melbourne Water quoted program is therefore the closest available cost comparator.

Activity	MW FY2025/26 published program	External quote basis	Current FY2026/27 program
Tidal beach grooming / debris	6 services	6 services including relevant barge access	6 grooming/raking plus 2 additional debris/hand-raking services

Quiet Lakes beach maintenance	6 services	6 services	6 grooming/raking plus 4 additional debris/hand-raking services
Tidal weed spraying	6 services*	6 services	7 services
Quiet Lakes weed spraying	6 services*	6 services	4 services
Tidal spoon drains	2 services	2 services including barge access where required	Incorporated within current arrangements
Quiet Lakes spoon drains	2 services	2 services	Incorporated within current arrangements
Tidal sand retrieval	No routine service	No routine service	No routine service
Quiet Lakes sand retrieval	1 annual program	1 annual program, limited to five days targeting worst-affected areas	1 annual service
Marine/barge access	Required for relevant Tidal works	Included in relevant Tidal quote items	Required for relevant locations

**Melbourne Water's later FY2025/26 fee reconciliation records seven Quiet Lakes and eight Tidal spraying occurrences despite the published maintenance schedule identifying six in each precinct. Individual spraying-price comparisons should therefore be interpreted cautiously.*

The FY2026/27 service schedule more clearly separates grooming, additional debris/hand-raking and weed-management activities. The external quote should not be represented as pricing the complete FY2026/27 program without further scope confirmation.

FY2025/26 delivery evidence

Service issue	Planned position	FY2025/26 outcome	Improvement opportunity
Overall program	$409,849 quoted	$350,624 actual	More frequent forecast-to-actual monitoring
Planned works	Full annual program	$38,969 subsequently identified as not completed	Identify and redirect unused capacity
Tidal spoon drains	2 services	One programmed activity missed due to work-order issue	Direct completion tracking

Weed treatment	Programmed treatment	Some delivery affected by contractor/vessel constraints and site conditions	Condition-based variation management
Sand retrieval	Annual Quiet Lakes program	Delivery modified according to site conditions	Earlier scope review
Barge operations	Programmed specialist access	One run deferred	Forward mobilisation planning
Financial adjustment	Quoted annual program	Subsequent reconciliation and credit	In-year reconciliation

Melbourne Water reported an increase in its beach maintenance customer-satisfaction measure from 4.2 in FY2024/25 to 4.8 in FY2025/26, while identifying continuing concerns regarding sand replenishment, algae, dredging, weed-management methods and consistency with the published schedule.

Melbourne Water has proposed regular operational meetings, monthly delivery summaries, milestone-based cost management, improved identification of delivery barriers and greater flexibility to redirect unused scheduled-maintenance funding toward reactive work where appropriate.

These measures could be incorporated into a strengthened service framework irrespective of the longer-term delivery model.

3.5 Item 5 – Contractual arrangements with Melbourne Water or another provider

Council could retain service responsibility through the existing Melbourne Water-managed arrangement, a direct Council-held contract or a split-delivery arrangement.

Council-held external contract
Officers sought indicative pricing from a suitably qualified contractor with experience delivering coastal-maintenance services for Council.

The provider confirmed that delivery of the whole Patterson Lakes service through a Council-held contract is operationally feasible and provided an indicative annual estimate of $586,940 ex GST.
The estimate was prepared broadly against the FY2025/26 maintenance frequencies and remains subject to detailed site inspection, confirmation of access arrangements and finalisation of service scope.

Comparison	**MW FY2025/26 benchmark**	**Council-held contract**
Whole annual program	$409,849	$586,940
Difference	Baseline	+$177,091 (+43.2%)
Contract relationship	MW manages provider	Council directly manages provider
Marine access	Existing MW arrangement	Contractor assumes specialist access remains available

Waste disposal	Current arrangements	Tip fees excluded
Council contract administration	Existing Council/MW interface	Additional internal Council resource
Pricing status	Existing quoted program	Indicative estimate, not tendered

The whole-of-program comparison is more reliable than comparing individual service rates because activities, service occurrences and access costs are allocated differently between the two pricing structures.

The external quote identifies Tidal Waterways delivery as particularly resource-intensive due to dispersed sites, repeated mobilisation and reliance on specialist barge access. Detailed pricing and methodology have been identified by the provider as commercial-in-confidence. The level of pricing information included in any public report or attachment should be confirmed with Procurement and Governance.

Split delivery by precinct
A split-delivery model has also been assessed in response to the Notice of Motion's request for arrangements involving Melbourne Water or another suitably qualified provider while Council retains responsibility, oversight and accountability.

Under this model:
- Council retains overall responsibility and funding for the municipal service;
- Council directly delivers Quiet Lakes maintenance;
- Melbourne Water or a Melbourne Water-managed provider continues physical delivery within the Tidal Waterways; and
- responsibilities are governed through an agreed inter-agency service framework.

This broadly reflects the operational division contemplated by the MJA precinct-based model. The funding mechanism proposed by MJA is not adopted in this assessment because the Notice of Motion expressly excludes a new Council Special Charge or similar levy.

A high-level recurrent estimate of approximately $412,000 per annum has been developed solely to allow **preliminary** like-for-like comparison.

Component	**Preliminary estimate**	**Basis**
Tidal Waterways delivered through MW/provider	~$282,000	FY2025/26 Tidal service allocation plus proportional MW management allowance
Quiet Lakes delivered by Council	~$130,000	Indicative share of Council operational workload and costs
Indicative split-delivery total	~$412,000	Planning estimate only

This estimate carries substantial uncertainty.

It does not represent a quotation, offer or confirmed position from Melbourne Water. It assumes that Melbourne Water could continue to procure and deliver a Tidal-only service

at approximately its current allocated cost and that separating the existing whole-of-program arrangement would not materially alter contractor pricing, mobilisation, management charges or procurement arrangements.

The Council component assumes that Quiet Lakes work could be efficiently integrated with wider Open Space staffing and plant. Dedicated staffing or plant solely for Quiet Lakes would increase the cost.

Before this model could be treated as implementation-ready, Melbourne Water would need to confirm:

- whether a Tidal-only service could be accommodated within its procurement and contractor arrangements;
- the likely financial impact of separating the current service;
- the access arrangements required for Council staff and plant within the Quiet Lakes;
- the future availability of specialist marine capability; and
- compatibility with Melbourne Water's intended 2031 pathway.

3.6 Item 6 – Maintenance access easements

Existing maintenance easements may support more efficient land-based servicing at selected Tidal Waterways locations. Their practical value must be assessed site by site, and specialist marine access will continue to be required for parts of the service area.
The Notice of Motion specifically asks that easements continue to be considered where practical, safe and lawful.

Existing three-metre waterfront boundary easements along the Tidal Waterways remain relevant to the efficient delivery of maintenance activities where they are practical, safe and lawful to use.

Officers have sought further advice from Melbourne Water regarding locations where existing structures or improvements within the easement may constrain maintenance access. Preliminary discussions with Melbourne Water indicate that only a limited number of locations are likely to be affected by structures within the easement; however, written confirmation and site-specific information remain outstanding.

For the purposes of this report, no evidence has been identified to suggest that existing easement arrangements prevent the continued use of land-based maintenance access where it is otherwise operationally suitable. The maintenance approach for any future service model should continue to utilise available easement access where appropriate, supplemented by water-based or specialist access where site conditions require.

More detailed consideration of individual structures, encroachments and associated planning or compliance matters within the waterfront easement is being progressed separately through the relevant Notice of Motion and Planning. That process will incorporate Melbourne Water's site-specific advice once received.

No financial saving has been attributed to increased easement use within the comparative models while this assessment remains incomplete.

3.7 Item 7 – Opportunities to improve public access

Melbourne Water owns the waterways and artificial beach land. Practical public access to many maintained artificial beaches is restricted and Council cannot independently alter access to Melbourne Water-owned land.

The Tidal Waterways provide broader recreational benefits through boating, fishing and water-based recreation. MJA found that land-based access to many Tidal artificial beaches is highly constrained by restricted access points, jetties, moorings, rock walls and terrain.

The Quiet Lakes have some land-based access points but also significant practical restrictions. MJA observed signage discouraging public access at Lake Legana, an apparently locked access gate at Lake Illawong and signage indicating private property at Lake Carramar.

Observed signage and physical barriers describe the practical access environment. They do not themselves determine legal ownership or access rights.

Broader waterway access	Artificial beach access
Tidal Waterways support boating, fishing and water-based recreation	Land-based access to many maintained beaches is highly constrained
Waterways provide drainage, flood-management and amenity functions	Practical beach access is concentrated around adjoining properties
Melbourne Water land forms part of the broader waterway system	Gates, signage, terrain and residential interfaces constrain public entry

There is an opportunity to investigate improved access with Melbourne Water, including legal access, gates and signage, accessibility, pedestrian connections, environmental and flood-management constraints, residential interfaces and the cost of any improvements.

Public access should be considered separately from the maintenance delivery model. A change in funding or delivery does not itself alter legal or practical access.

3.8 Item 8 – Community consultation and future engagement

Patterson Lakes has a long history of community input regarding waterway management and funding. There has not been formal community consultation on the current Notice of Motion delivery options.

Engagement	What it established	What it did not establish
2012 Precept process	Approximately 150 submissions and strong resident interest in funding and governance	Current preference on 2026 delivery options
Quiet Lakes Special Charge process	Views regarding the former targeted funding arrangement	Broader Kingston position on future funding
Melbourne Water customer surveys	Customer experience and maintenance feedback	Formal preference between governance models
2025 MJA public release	Community awareness of the Review and its options	Endorsement or rejection of a future model
2026 resident correspondence	64 resident households expressed concerns, particularly regarding targeted charging	Representative view of all affected residents or the wider municipality

Current NoM options	Not yet formally consulted on	No settled community position

Joint communications following release of the Strategic Review advised that changes to maintenance service levels would not occur without further community consultation.

The 2026–31 Melbourne Water Price Submission engagement did not include beach maintenance. Melbourne Water has advised that, if its proposed assumption of responsibility from 2031 progresses, the associated service and funding proposal would be considered through the relevant future pricing and consultation process.

Future engagement should reflect the pathway under consideration:

- **Melbourne Water 2031 pathway:** Melbourne Water-led regulatory and community consultation, with Council participation.
- **Council-retained model:** Council-led engagement on service standards, cost, funding and delivery implications.
- **Split-delivery model:** joint engagement on the division of responsibilities, customer contact, service standards and accountability.
- **Public-access changes:** joint Council/Melbourne Water engagement reflecting Melbourne Water ownership and access responsibilities.

Engagement should occur once a sufficiently defined proposal exists so the community can understand the proposed change, responsibility, service standard, financial implications, access implications and transition timing.

3.9 Item 9 – Objective comparison of future arrangements

The available models have been assessed objectively against responsibility, operational control, financial requirements, access dependency, workforce and capital requirements, procurement complexity and accountability.

The financial estimates are at different stages of development:

- the Melbourne Water figure is an existing quoted program;
- the Council-held contract is preliminary external market testing;
- the Council-run service is an officer-developed planning estimate informed by Council employment rates and market-based operating assumptions; and
- the split-delivery figure is a high-level allocation exercise requiring Melbourne Water validation.

No preferred model is recommended.

	A. Strengthened MW arrangement	**B. Council-held external contract**	**C. Council-run service**	**D. Split delivery by precinct**	**MW responsibility from 2031**
Council retains service responsibility	Yes	Yes	Yes	Yes	No
Council retains funding responsibility	Yes	Yes	Yes	Yes	No, subject to future arrangement

Operational control	Indirect, strengthened through agreement	Direct contractual control	Direct operational control	Direct Quiet Lakes / shared Tidal oversight	MW
Physical delivery	MW-managed provider	Council-held provider	Council workforce + specialist inputs	Council Quiet Lakes; MW/provider Tidal	MW/provider
Council workforce	Existing interface	Contract-management resource	1 Band 6 + 1 Band 5 + ~600 casual hrs	Smaller/shared resource assumption	No delivery workforce
Marine capability	Existing MW arrangement	Contractor	Externally procured	MW/provider for Tidal, subject to agreement	MW/provider
MW access dependency	Existing arrangement	Access agreement required	Access agreement required	Access arrangements required	Internal to MW
Recurrent cost	$409,849 benchmark	$586,940	~$406,000	~$412,000, very preliminary	TBC
Initial Council establishment	Limited	Limited / TBC	~$245,000	TBC, potentially up to ~$245,000	TBC
Council asset/replacement responsibility	Limited	Limited	Significant	Depends on Council plant established	Limited
Procurement/interface complexity	Existing MW framework	Council procurement	Specialist inputs	Council delivery + MW contractual interface	MW
Implementation requirement	Strengthen framework	Procure and mobilise	Recruit, procure plant and establish operations	Establish Quiet Lakes capability and agree Tidal arrangements	Regulatory/transition process
Accountability	Can be clarified	Clear Council accountability	Clear Council accountability	Requires clear inter-agency interface	Clear MW accountability

Current estimate confidence	Benchmark high; future price TBC	Medium	Medium-High planning estimate	Low-Medium	TBC

The Melbourne Water benchmark, Council-run estimate and split-delivery estimate are currently in a similar recurrent-cost range. Differences between them are smaller than the uncertainty in the planning assumptions.

The Council-run model requires additional establishment expenditure and creates workforce, plant and future asset-replacement responsibilities.

The split-delivery model aligns delivery more closely with the differing access characteristics of the two precincts, while introducing an additional operational and contractual interface. Its feasibility and cost are particularly dependent on Melbourne Water.

The Council-held external contract provides direct contractual control without establishment of a Council operational workforce, with preliminary market testing indicating a materially higher recurrent cost.

The models consequently involve different combinations of operational control, capital investment, workforce establishment, access dependency and contractual complexity.

No preferred model is identified through this assessment.

3.10 Item 10 – Waterways and Drainage Charge

Council cannot itself redirect or apply Melbourne Water's Waterways and Drainage Charge to Patterson Lakes beach maintenance.

Council can request that Melbourne Water assess whether particular activities have a sufficient connection to its statutory waterway functions and advocate for eligible costs to be considered through the appropriate regulatory process.

The current Management Plan distinguishes between Melbourne Water functions funded through its Waterways and Drainage Charge and artificial sand-beach maintenance funded through Council rate revenue.

Independent advice obtained by Council indicates that relevant artificial beach-management costs could only be considered through the Waterways and Drainage Charge where Melbourne Water determines that the activities form part of its statutory responsibilities.

Potential connections include waterway stability, erosion control, drainage performance, sediment management, water quality, foreshore integrity and safe access required to maintain waterway assets.

Available Council pathway

Step	Council action
1	Request Melbourne Water formally assess which, if any, artificial beach-maintenance activities fall within its statutory waterway functions
2	Seek agreement regarding activities Melbourne Water considers eligible

3	Advocate for eligible costs to be considered through Melbourne Water's relevant future price submission
4	Engage with Melbourne Water, the Victorian Government and Essential Services Commission as required

Separate Melbourne Water beneficiary-pays mechanisms are distinct from the Waterways and Drainage Charge. They are not proposed in this report as a Council funding option and are separate from the Notice of Motion's exclusion of a new Council Special Charge or similar levy.

4. Consultation

Community engagement undertaken to date and the proposed approach to future consultation are detailed at Item 8.

No new community consultation has been undertaken specifically for this report because the report does not propose implementation of a material change to the existing arrangements.

Community feedback demonstrates sustained interest in Patterson Lakes maintenance and funding. Existing feedback should inform future decision-making but does not establish a representative community position on the current delivery models.

Any material future change will require a dedicated engagement process appropriate to the option being considered.

5. Compliance Checklist

5.1 Council and Wellbeing Plan Alignment

Strategic Direction: Responsibly Governed - We are a transparent and efficient organisation that is accountable, responsive and cost-effective
Strategy: Prioritise the current and future needs of the community through effective and sustainable long-term management and planning

This report supports the strategic direction by providing an objective assessment of long-term governance, service delivery, financial implications and community-engagement requirements associated with Patterson Lakes artificial beach maintenance.

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

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

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

The report supports the achievement of the best outcomes for the municipal community by considering the long-term service, financial and governance implications of future beach-maintenance arrangements, including their sustainability and broader community benefit. It also reflects Council's ongoing collaboration with Melbourne Water and other relevant authorities in developing and assessing future options.

The report supports Council's financial viability by comparing the recurrent, establishment and longer-term implications of the available delivery models before any future commitment is made. Transparency is supported through clear presentation of the available options, their assumptions and limitations, and the requirement that any material future change be subject to separate Council consideration and appropriate community consultation.

5.3 Financial Considerations

No new budget commitment or material change to Council's current financial responsibilities is sought through this report.

Indicative comparative costs are detailed at Items 3 and 9.

The Council-run operational estimate is approximately $406,000 per annum recurrent, together with approximately $245,000 of initial establishment expenditure. The estimate incorporates new staffing and employee on-costs, casual support, specialist marine access, plant hire, fuel, maintenance, insurance, registration, chemicals, safety consumables, training, waste and other operating allowances.

The costing model assumes an annual escalation factor of 2.5 per cent for future planning and identifies indicative useful lives and replacement points for Council-owned plant. No multi-year funding commitment is proposed through this report.

The split-delivery estimate of approximately $412,000 per annum is a high-level planning estimate only and requires confirmation of Melbourne Water's procurement, pricing and delivery position before it could be relied upon for budget purposes.

Formal supplier quotations, access arrangements, fleet and depot requirements, GST treatment and operational assumptions would require confirmation before implementation of any alternative model.

Staff Resources

No additional staff resources are sought through this report.

If a Council-run operational model were progressed in future, the current planning model assumes:

- one full-time Band 6 Coordinator;
- one full-time Band 5 Lead Maintenance Officer; and
- approximately 600 hours of Band 3 casual support annually.

Staffing requirements under a split-delivery model would require further validation.

5.4 Risk considerations

No material change is proposed through this report.

The principal implementation considerations associated with future delivery models include:

- access to Melbourne Water-owned land and waterways;
- specialist marine access and capability;
- workforce establishment and competency;
- procurement and contractor interfaces;
- service continuity during transition;
- capital and recurrent financial requirements;
- future asset replacement;

- clarity of service responsibility and customer accountability; and
- consultation and regulatory requirements.

These matters are reflected in the comparative assessment at Item 9 and would require further assessment before any future Council decision.

Appendices

Appendix 1 - Patterson Lakes Beach Maintaince External Quote.pdf (Ref 26/315481) - Confidential

Pursuant to Chapter 6, Rule 2 of the Governance Rules, this appendix is designated as confidential in accordance with the Local Government Act 2020.

Section 3(1)(a)of the Local Government Act 2020 applies as the appendix contains Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released

The specified grounds apply because this there is no RFT, or RFQ - quote for reporting purposes

Appendix 2 - Indicative Council In-House Beach Maintenance Delivery Model.pdf (Ref 26/315483)

Appendix 3 - FINAL Marsden Jacob Associates Strategic Review of Patterson Lakes Waterways (Ref 24/192926)

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9.7

RESPONSE TO RESOLUTION - NOTICE OF MOTION 19/2026 - FUTURE DELIVERY OF BEACH MAINTENANCE IN PATTERSON LAKES

1 Indicative Council In-House Beach Maintenance Delivery Model.pdf..... 339

2 FINAL Marsden Jacob Associates Strategic Review of Patterson Lakes Waterways 347

Indicative Council In-House Beach Maintenance Delivery Model

1. Basis of estimate

This assessment provides an indicative planning estimate for Council to establish an operational capability to deliver Patterson Lakes artificial beach maintenance.

The model assumes:

Assumption	**Working basis**
Staffing	1.0 FTE Band 6C Coordinator, 1.0 FTE Band 5D Lead Maintenance Officer and 600 hours Band 3D casual labour annually
Employment costs	2026–27 City of Kingston rates, including Council on-costs
Routine plant	New, commercial-grade equipment suitable for ongoing municipal operations
Specialist earthmoving plant	Hired as required rather than purchased
Specialist marine access	Externally procured
Annual escalation	2.5% applied to future recurrent budgets and future replacement values
Asset replacement	Indicative useful-life planning assumptions only. Replacement expenditure is not included in the annual recurrent cost

2. Indicative annual recurrent cost

Cost component	Annual estimate	Basis / assumption	Confidence
Band 6C Coordinator, 1.0 FTE	$130,686	2026–27 Kingston rate including permanent employee on-costs	High
Band 5D Lead Maintenance Officer, 1.0 FTE	$113,963	2026–27 Kingston rate including permanent employee on-costs	High
Band 3D casual labour, 600 hrs	$34,076	Derived from anticipated second-person/spotter requirements, reactive coverage, training and leave support	Medium-High
Total staffing	$278,725		High
Specialist barge / marine access	$75,600	Existing MW FY2025/26 allowance for six barge runs. Replace with local wet-hire quote when obtained	Medium-High
Positrack / tracked-loader hire and attachment	$3,000	Approx. five-day annual hire including attachment and delivery/collection	Medium
Fuel, vehicle and powered plant	$7,500	Allows vehicle travel, towing and operation of beach cleaner, sand rake, sprayer and small plant	Medium
Scheduled servicing, repairs, tyres and wear parts	$10,000	Commercial plant and fleet servicing allowance across new asset base	Medium
Vehicle, plant and tools insurance allocation	$7,000	Commercial motor and mobile-plant planning allowance. Excludes WorkCover already included in employee on-costs and separate corporate public-liability cover	Medium

Vehicle and trailer registration	$1,030	Current Victorian metropolitan ute and light-trailer renewal rates	High
Herbicide / weed-control products and consumables	$2,500	Planning allowance pending final chemical-management program	Medium
PPE and safety consumables	$1,500	Replacement respirator components, gloves, disposable PPE, spill-kit replenishment and related consumables	Medium
Training / accreditation refresher costs	$1,500	Chemical-use, first aid, plant competency and refresher training	Medium
Waste disposal	$5,000	Provisional allowance pending Council waste-account analysis	Low-Medium
Wash-down consumables / water	$1,000	Operational allowance	Low-Medium
Reactive specialist plant / attachments	$5,000	Allows equipment hire outside programmed annual works	Medium
IT / mobile communications allocation	$2,000	Phones/tablets/data and associated operational allocation	Low-Medium
Overtime / penalty / additional leave coverage	$5,000	Allows limited out-of-hours work associated with tide/access windows and operational coverage	Medium
Indicative annual recurrent cost	$406,355		Medium-High overall

3. Indicative establishment cost

Establishment item	Indicative cost	Basis / specification	Confidence
Commercial walk-behind beach cleaner	$45,000	New BeachTech Sweepy Hydro or equivalent commercial beach-screening machine	Low-Medium pending Australian dealer quote
Commercial ride-on sand / bunker rake	$50,000	New Toro Sand Pro 5040 or equivalent with appropriate commercial attachments	Low-Medium pending dealer quote
Commercial spray unit	$17,500	New Silvan 400L twin-reel commercial skid sprayer or equivalent	High
4x4 utility with tray and towbar	$69,490	New Toyota HiLux WorkMate 4x4 or equivalent commercial vehicle	High
Additional vehicle operational fit-out	$5,000	Tool storage, beacon, signage, restraints and ancillary fit-out	Medium
Heavy-duty 3.5t plant trailer package	$16,000	New commercial trailer including appropriate tie-down/restraint accessories	High-Medium
Compliant pesticide / chemical cabinet	$2,000	Commercial 250L pesticide cabinet or equivalent	High
Commercial small plant and hand tools	$10,000	Blower, rakes, shovels, hoses, pumps, litter equipment and ancillary tools	Medium

Initial PPE and spill/safety equipment	$4,000	Initial establishment for permanent and casual workforce	Medium
Wash-down facility / modifications	$7,500	Allowance where existing Council facilities are unsuitable	Low-Medium
Secure depot / storage fit-out	$10,000	Allowance pending confirmation of existing Open Space capacity	Low
ICT / radios / field devices	$5,000	Initial field communications and equipment	Medium
Initial training and competency	$3,000	Chemical, first aid, plant and operational competency	Medium
Indicative establishment cost	$244,490	Use approximately $245,000 for planning	Medium overall

4. Asset life and indicative replacement planning

Replacement timing is provided for planning purposes only and is not included in the recurrent annual estimate. Replacement values assume the current acquisition allowance increases by 2.5% per annum to the indicative replacement year.

Asset	Current Indicative Cost	Planning useful life	Indicative replacement point	Indicative replacement value at 2.5% p.a.
Commercial beach cleaner	$45,000	10 years	Year 10	~$57,600
Toro Sand Pro / equivalent	$50,000	10 years	Year 10	~$64,000
Commercial spray unit	$17,500	10 years	Year 10	~$22,400
4x4 utility	$69,490	7.5 years	Approx. Year 7–8	~$83,600
Vehicle operational fit-out	$5,000	7.5 years	With replacement vehicle	~$6,000
3.5t plant trailer	$16,000	12 years	Year 12	~$21,500
Chemical cabinet	$2,000	15 years	Year 15	~$2,900
Small plant / hand tools	$10,000	5 years	Year 5	~$11,300
Wash-down facility	$7,500	10 years	Year 10	~$9,600
Depot / storage fit-out	$10,000	10 years	Year 10	~$12,800
ICT / radios / field devices	$5,000	4 years	Year 4	~$5,500

These useful-life assumptions should be reviewed against Council Fleet and Asset Management standards before implementation. They are intended to identify the likely future replacement obligation rather than establish depreciation policy.

5. Summary comparison

Delivery model	Indicative annual recurrent cost	Initial Council establishment cost	Current pricing status
Existing MW-managed benchmark	$409,849	Nil new Council establishment	FY2025/26 quoted program benchmark
Council in-house operational model	~$406,355	~$245,000	Officer planning estimate based on defined staffing and operating assumptions
Council direct contract	$586,940	Limited / TBC	Indicative market estimate subject to final scope and site inspection
Hybrid	TBC	TBC	To be developed from in-house and specialist-delivery components

The estimated recurrent cost of the Council in-house model is broadly comparable with the FY2025/26 Melbourne Water quoted benchmark. The difference between the two estimates is approximately $3,500 per annum, or less than one per cent, and is not considered material given the current level of estimation.

The in-house model would require an estimated initial establishment investment of approximately $245,000 and would create future asset-replacement obligations that do not arise to the same extent under the existing externally delivered arrangement.

The estimate should be refined through supplier quotations, confirmation of existing Council depot and fleet capacity, finalisation of marine-access arrangements and validation of operational assumptions before any future implementation decision.

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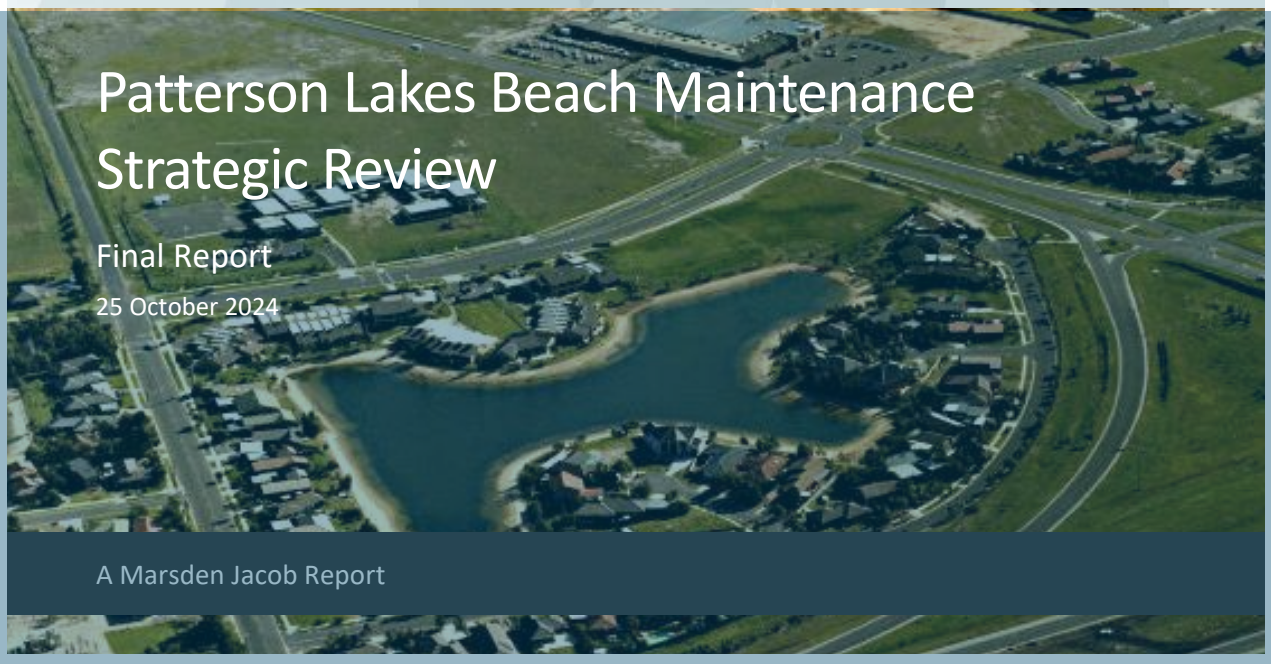
economics
public policy
markets
strategy



Patterson Lakes Beach Maintenance Strategic Review

Final Report

25 October 2024

A Marsden Jacob Report

OFFICIAL

Prepared for Kingston City Council and Melbourne Water Corporation

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1. Executive summary

1.1 About this Strategic Review

This Strategic Review explores options to enhance the value and outcomes of maintaining the artificial beaches in the Tidal Waterways and Quiet Lakes precincts of Patterson Lakes Waterways. This collaborative effort between Kingston City Council (KCC) and Melbourne Water (MW) responds to governance and institutional challenges identified post the 2012 Patterson Lakes Independent Review. These challenges include reconciling General Rates Revenue allocation, managing resident expectations, and addressing rising beach maintenance costs.

1.2 Objectives

The Report, commissioned by MW and KCC, has six primary objectives:

- Identify challenges faced by KCC and MW in beach management and maintenance.
- Outline public safety considerations and potential service delivery models.
- Propose options for improved beach management, including governance, customer experience, service delivery, erosion control, and public safety enhancement.
- Identify potential economic benefits and partnerships to support recommended management strategies.
- Reassess the Independent Review recommendations against current societal expectations and agency obligations.
- Focus on Governance Arrangements

The Patterson Lakes Waterways Management Plan ('the Plan'), renewed for 2022-2027, clarifies the roles and responsibilities of MW and KCC. It aims to guide the management and maintenance of Patterson Lakes Waterways, outlining services provided by MW and KCC and setting measurable targets. The Plan mandates a review of shared governance every five years or sooner if performance targets are not met.

The Project Steering Group's assessment indicates that current governance arrangements, although resilient and effective over the past decade, could be more efficient. A reset of these arrangements is necessary to better align with the desired outcomes.

1.3 Scope

The project scope includes:

- Reviewing existing reports, studies, and data from the Independent Review into Patterson Lakes Management.

- Conducting site visits to assess beach conditions and identify management, safety, and customer experience issues.
- Researching best practices for artificial beach management, including erosion control, weed and litter management, and public safety enhancement.
- Developing a report with findings, recommendations, and potential governance structures and economic models.
- Presenting the report to the local council and MW.

1.4 Brief history of Patterson Lakes

Before the 1970s, Patterson Lakes was a low-lying, flood-prone area. In the 1970s, developers transformed it into a residential suburb with man-made canals and three land-locked lakes (Lake Legana, Lake Illawong, and Lake Carramar) known as the Quiet Lakes. The Tidal Waterways, separated from the Patterson River by floodgates, serve both flood protection and recreational purposes. The Quiet Lakes function as stormwater runoff retarding basins, interconnected by pumps and drains.

In 1973, the Dandenong Valley Authority (DVA) was tasked with maintaining the Patterson Lakes Waterways, funded by a Special Precept Rate. This rate was levied on properties within the DVA's boundary, requiring each Council to levy a rate on behalf of the DVA.

In 1991, MW merged with the successor to the DVA - Dandenong Valley and Western Port Authority (DVWPA) – and assumed management of the Patterson Lakes Waterways, funded by the Special Precept Rate introduced by the DVA. A regulatory change in 1997[1] resulted in the Special Drainage and River Improvement Rate replacing the Special Precept Rate and explicitly required that Melbourne Water consult a community-based committee before imposing the Special Drainage and River Improvement Rate.

In 2005 MW was required by the economic regulator[2] to formally consult with the customer committees prior to submitted its proposed Special Drainage and River Improvement Rate for approval[3].

In 2012 MW proposed replacing the basis for calculating the Special Drainage and River Improvement Rate from a percentage of property value to a fixed annual charge designed to recover the costs of providing services to properties subject to the Rate. The change in approach had the consequence of increasing the amount paid per property. MW received around 150 submissions to its consultation paper on this proposal, the majority of which expressed dissatisfaction.

—

[1] The MMBW (Amendment) Act 1997
[2] the Essential Services Commission (ESC)
[3] In June 2008 the requirement for consultation was further strengthened by inclusion of prescribed matters and that consultation occur annually

In response to community concerns, the Minister for Water established the Patterson Lakes Independent Review (IR) in September 2012 to recommend actions for a sustainable management framework and equitable funding model.

1.5 The Independent Review

1.5.1 Terms of Reference

The IR considered historical agreements, asset responsibilities, capital renewal responsibilities, regional services, local services, and effective delivery methods. It concluded that the 1973 Agreement was no longer relevant, the Precept Rate[4] should cease, and that MW should manage the waterways with funding from the Melbourne Metropolitan Waterways and Drainage Charge, a fixed annual charge which all properties in Greater Melbourne were required to pay.

1.5.2 Conclusions

Key conclusions of the IR included:

- Management and governance of the waterways have changed since their creation.
- The Precept Rate is no longer suitable.
- The 1973 Agreement is no longer in operation.
- The waterways serve drainage and recreational functions.
- Water quality for primary contact cannot be guaranteed; secondary contact standards should be maintained.
- A full audit of waterways' assets is needed.
- Various funding sources are available.
- Shared governance is appropriate.

1.5.3 Recommendations

Key recommendations included:

- Consolidate titles to the waterways.
- Maintain minimum water quality standards.
- Implement the Quiet Lakes Water Quality Management Plan.
- Review and manage the Quiet Lakes infrastructure.
- Cease the Precept Rate and replace it with a new funding framework.

[4] The Special Drainage and River Improvement Rate continued to be known as 'The Precept Rate' by the majority of people who were required to pay it.

- Empower Parks Victoria as the Waterways Manager.
- Conduct a full audit of assets.
- Develop a Management Plan collaboratively.

Option 1 – the preferred governance model

The IR Report outlined three alternative institutional and governance models as a means of illustrating the scope of change required. The preferred model of the IR was Option 1, which proposed that the waterways be managed as public assets, funded by the Melbourne Metropolitan Waterways and Drainage Charge. Additional services required by stakeholders would be funded on a project basis. Parks Victoria would manage the recreational functions of the Tidal Waterways. However, Option 1 did not recommend that beach maintenance services be funded and delivered by KCC.

1.6 Evaluation of the Independent Review findings and recommendations

This Strategic Review has evaluated the IR Report recommendations, identifying a number of recommendations that have hampered the funding and delivery of beach maintenance services ever since the IR Report was released.

1.6.1 Discontinuation of the Precept Rate

The IR Report recommended ceasing the Precept Rate, a regulated revenue source for beach maintenance. The Precept Rate mandated transparency and formal consultation, requiring MW to outline proposed activities, forecast efficient expenditure, propose prices, and submit detailed plans for approval. This system allowed ratepayers to understand service fees and encouraged efficient service delivery. Discontinuing the Precept Rate removed these regulatory benefits and oversight by the Essential Services Commission (ESC).

1.6.2 Sand renourishment of Tidal Waterways beaches

The IR Report did not address the responsibility for renourishing artificial beaches within the Tidal Waterways or their funding sources, despite recognising their importance for public recreation and the existence of State Government policy[5] on Port Phillip Bay beach renourishment. This omission has led to concerns about beach erosion and public safety among residents.

1.6.3 Funding of artificial beach maintenance

The IR Report recommended Option 1 for managing Patterson Lakes Waterways, which allocated beach maintenance to KCC, funded by General Rates Revenue. The IR Report failed to recognise that

[5] The Victorian Government classifies sand renourishment of Port Phillip Bay's natural beaches as a capital project, periodically funded through the Department of Environment, Energy, and Climate Action (DEECA). Similar considerations were not extended to artificial inland beaches, although it would have been logical to do so.

KCC had the option of imposing a Special Charge on properties that would benefit from beach maintenance services.

1.7 Current Arrangements as articulated in the 2022 Management Plan

The current arrangements for management of all functions relating to the Patterson Lakes Waterways are set out in the 2022 Management Plan. These arrangements are as follows:

- **Melbourne Water:** Manages flood protection and drainage, including floodgates, retaining walls, and water quality. It conducts structural assessments, repairs, and sediment removal, and supports recreational benefits by maintaining rock beaching and jetties.
- **Kingston City Council:** Manages stormwater and local infrastructure, maintaining stormwater quality and incorporating Water Sensitive Urban Design (WSUD) practices. It also manages artificial sand beaches and lighting bollards.
- **Beach maintenance funding:** In 2017 KCC introduced a Special Charge that applied to properties adjacent to the Quiet Lakes. It recovered approximately 49% of beach maintenance costs at Quiet Lakes. That Special Charge was removed in 2022 as a result of a KCC resolution in September 2021. KCC has not imposed a Special Charge on Tidal Waterways properties. As a result, from 2022 onwards, beach maintenance costs are entirely funded from General Rates Revenue[6].
- **Beach maintenance delivery:** Shortly following the release of the IR Report, KCC reached an agreement with MW for beach maintenance services at both Quiet Lakes and Tidal Waterways to be delivered by MW under contract. This was a pragmatic approach that recognised that MW and its predecessors had been delivering these services since the artificial beaches were created. MW has contracted third party service providers from a panel of pre-qualified organisations to deliver the services. The service provider is given access to the Tidal Waterways artificial beaches by MW-employed staff who operate a MW-owned boat and barge within the Tidal Waterways.

1.8 The private benefits of Patterson Lakes artificial beaches

This review aims to determine whether the artificial beaches of Patterson Lakes Waterways serve a public or private purpose, assessing the extent to which those benefits can be enjoyed by all members of the public or just a specific group. Drawing this distinction is necessary for understanding the public policy implications of the current funding arrangements for artificial beach maintenance whereby KCC funds beach maintenance services entirely from General Rates Revenue and evaluating options to reform those arrangements.

The artificial beaches of Patterson Lakes provide benefits that are only available to properties adjacent to those beaches. While Tidal Waterways offer public recreational benefits, the adjoining artificial beaches do not. The general public is not permitted to access the artificial beaches and in

[6] KCC reduced the frequency of beach maintenance activities at Quiet Lakes from monthly to bi-monthly at this time.

most cases infrastructure such as fences and signage actively discourage entering the artificial beach areas.

Given the private nature of these benefits, it is fair and practical for the adjacent property owners to bear the maintenance costs. Mechanisms like the now discontinued Precept Rate and Special Charge ensure that private beneficiaries pay for the benefits only they can enjoy. Governance and funding should reflect these private benefits, with targeted charges on benefiting properties being a fair and efficient approach, aligning with economic principles. A Victorian Civil and Administrative Tribunal (VCAT) ruling on the validity of a Special Charge imposed on properties adjacent to Quiet Lakes confirmed the validity of the Special Charge, based partly on these principles.

1.9 Challenges with beach maintenance

KCC and MW have faced a range of challenges in maintaining the artificial beaches of Patterson Lakes Waterways since the IR Report was released. This Strategic Review focus on four in particular.

1.9.1 Financial constraints

KCC faces substantial financial burdens in funding beach maintenance, significantly impacting its budget. The operational costs for beach maintenance, which includes activities such as beach raking, debris collection, and weed spraying, are high. Asset maintenance within Tidal Waterways and Quiet Lakes further strains resources, with costs from 2014 to 2021 estimated at $287,300 over that period.

Annual maintenance costs have increased significantly since the IR Report was released. KCC expects total costs to approach $350,000 in the 2025 financial year.

All beach maintenance costs are funded from General Rates Revenue. This can be partly attributed to the IR Report identifying General Rates as a funding source in its preferred ‘Option 1’ governance model and failing to recognise a new Special Charge as a valid mechanism to recover the costs of providing beach maintenance services. Had it done so, it is arguable that far less uncertainty would exist regarding the validity of applying a Special Charge to fund the service.

1.9.2 Policy and process inefficiencies

The process that led to the discontinuation of the Special Charge for Quiet Lakes properties in September 2021 highlights significant deficiencies in the local government decision-making process compared to the more formal regulatory price determination framework that Melbourne Water adheres to. In that instance, a decision with material financial implications for KCC (agreeing to re-enter a management plan with Melbourne Water without a corresponding funding mechanism) was made without thorough analysis or supporting evidence from professional Council staff. Decision-makers were not provided with the necessary information to understand the potential unintended consequences of their actions. Additionally, local government lacks an appeal or submission process, which can impede the achievement of optimal policy outcomes.

1.9.3 Funding mechanisms and their impacts

The reliance on General Rates Revenue as the primary funding source for beach maintenance created funding instability because the funding allocated was typically lower than the cost of providing the services. This drew continued attention to beach maintenance services, motivated in part by concern for the implications for the broader financial position of KCC as a result of allocating a growing share of General Rates Revenue to the services. The discontinuation of the Special Charge further exacerbated the situation. This means the current funding model is inherently unsustainable, highlighting the need for a dedicated and stable funding mechanism to support long-term maintenance and management of the Patterson Lakes Waterways artificial beaches.

1.9.4 Governance and institutional challenges

The absence of a single lead agency responsible for both funding and delivering beach maintenance services is likely the primary factor contributing to residents' dissatisfaction with the current governance and institutional arrangements. The existing structure, where KCC is responsible for funding while contracting MW to deliver services through a third-party provider, creates a disconnect in accountability. Residents direct their complaints to KCC, which distances them from the actual service provider, leading to a perception that it is impossible to hold any one party accountable. The complexity of these arrangements, along with KCC's sense of disconnection from service delivery and MW's concerns over unstable funding and compensation risks, further exacerbates the governance challenges.

1.10 Strategic objectives for reform

Four objectives for reform have been developed to address the four challenges. These are summarised in Table 1, along with the expected benefits from identifying and implementing a reform option that aligns to the objectives.

Table 1: Objectives for, and expected benefits of, reform to address problems

Problem statements	Reform objectives	Expected benefits
• Financial constraints in beach maintenance funding. • Funding mechanisms and their impacts.	Establish a long-term, stable, and feasible funding source	By adopting a stable funding mechanism, KCC or MW can ensure efficient allocation of resources, reduce financial constraints, and enhance the transparency of beach maintenance funding.
	Demonstrate value for money in delivering agreed Level of Service targets	By demonstrating value for money KCC and MW can ensure that beach maintenance services are delivered efficiently and effectively, providing clear evidence of value for money to all stakeholders.
Policy and process inefficiencies	Integrate stakeholder feedback and expert recommendations into decision-making	A more transparent approach to decision-making that is more likely to result in outcomes that are prudent, efficient, and better address the practical and financial challenges faced by the responsible institutions.
Governance and Institutional Challenges	Principles for decision-making on changes to governance of beach maintenance service funding and delivery	KCC and MW can have confidence that any changes to the governance of beach maintenance services are well-considered, transparent, and effective.

1.11 Reform options

Six alternative options for reform of institutional and governance arrangements of beach maintenance services have been developed with the aim of providing plausible reform options to achieve the reform objectives.

Table 2 provides a concise description of each model, outlining the proposed adjustments to institutional responsibilities and funding arrangements.

Table 2: Summary of reform option attributes

Option	Institutional responsibilities	Funding mechanism/s
1. Precinct-Based	MW responsible for Tidal Waterways beaches KCC responsible for Quiet Lakes beaches	MW and KCC would introduce a new property-based charge to fund the beach maintenance services provided to the properties in each of the precincts serviced by each institution
2. MW Only Option	MW solely responsible for all Patterson Lakes Waterways beaches	MW would introduce a new property-based charge to fund the beach maintenance services provided
3. KCC Only Option	KCC solely responsible for all Patterson Lakes Waterways beaches	KCC would introduce a new property-based charge to fund the beach maintenance services provided.
4. Self-Regulation Option	An Owners Corporation would be established to be responsible for beach maintenance services at both the Tidal Waterways and Quiet Lakes Precincts. would be established to be responsible for beach maintenance services.	The Owners Corporation would fund beach maintenance services through revenue raised by a charge imposed by the Owners Corporation on member properties.
5. Beach Maintenance Utility Option	Formation a dedicated utility jointly owned by MW and KCC that has the sole purpose of providing beach maintenance services in both precincts.	The utility would be funded by a new property-based charge introduced by either MW or KCC.
6. Refreshed Management Plan	MW and KCC maintain their current roles and responsibilities for beach maintenance, enhanced by greater transparency for: • KCC as the funding institution • MW as the institution providing the services • Property owners with respect to achievement of agreed Level of Service	Funded by a new property-based charge introduced by either MW or KCC.

1.11.1 Option 1 – Precinct-Based

Option 1 – the Precinct-Based Model – proposes reallocating beach maintenance responsibilities between MW and KCC based on their respective precincts. MW would manage the Tidal Waterways precinct, leveraging its specialised equipment and expertise in water management, while KCC would oversee the Quiet Lakes precinct, drawing on its experience with local recreational parks and community engagement. This division of responsibilities ensures that each entity is best suited to deliver the desired outcomes for their designated areas.

Funding for beach maintenance under this model is also precinct-based. MW would introduce a tariff under section 259(1) of the *Water Act 1989*, subject to determination by the ESC, to cover the costs in the Tidal Waterways precinct. KCC would implement a Special Charge under section 163 of the *Local Government Act 1989*, specifically targeting properties that benefit from the services in the Quiet Lakes precinct. This approach aligns the costs with the beneficiaries, promoting financial stability and reducing reliance on general rates revenue. Enhanced transparency and accountability would be achieved through regular public reporting and community engagement, ensuring residents are informed and can hold the responsible entities accountable.

1.11.2 Option 2 – Melbourne Water only model

Option 2 assigns both funding and delivery of beach maintenance services in the Tidal Waterways and Quiet Lakes precincts to MW, reverting to the pre-IR arrangement. This model simplifies accountability by making MW the sole responsible entity, leveraging its long-standing role since 1991. The approach provides a unified management structure, one funding avenue, and a single authority for resident and external agency interactions. However, it must address historical dissatisfaction with service standards noted in the IR Report.

Under this model, MW would introduce a tariff under section 259(1) of the *Water Act 1989*, determined by the ESC, to fund the maintenance services. The transition plan includes stakeholder engagement, defining roles, securing funding, and implementing a service delivery framework. MW would also commit to transparent and regular reporting on its performance, enhancing community engagement through newsletters, forums, and online updates. This model aligns with reform objectives by providing a stable funding source, demonstrating value for money, integrating stakeholder feedback, and establishing clear governance, although it faces challenges in securing political support and managing stakeholder resistance.

1.11.3 Option 3 – Kingston City Council only model

Option 3 proposes that KCC assume full responsibility for both the funding and delivery of beach maintenance services in Patterson Lakes Waterways. While this model aims to streamline governance, ensure direct accountability, and leverage KCC's expertise in managing local recreational reserves, it faces significant challenges that undermine its viability as a reform option.

The proposed funding mechanism involves introducing a Special Charge under section 163 of the *Local Government Act 1989*, targeting properties that directly benefit from the beach maintenance services. However, garnering political support for reintroducing this charge, especially given Council passed a resolution that it be removed in September 2021, is a substantial obstacle. Resistance to the new charges that would be introduced by KCC, particularly from those who will face the charge for the first time, could further impede implementation. Moreover, the transition of responsibilities from MW to KCC is fraught with logistical challenges, including the acquisition of specialised equipment and the transfer or recruitment of skilled staff to operate that equipment in the Tidal Waterways.

Given these significant obstacles, Option 3 is unlikely to be a feasible reform option, despite its potential benefits in terms of unified governance and local accountability.

1.11.4 Option 4 – Self-Regulation model

Option 4 proposes a self-regulatory model where residents form an Owners Corporation to manage and fund beach maintenance services in Patterson Lakes. This model aims to empower residents by giving them direct control over service levels and pricing, theoretically leading to tailored solutions that meet local needs and preferences. Funding would be raised through fees levied by the Owners Corporation, ensuring that costs are directly linked to the services provided. Service delivery would be managed by the corporation, leveraging local knowledge and resident input to prioritise and customise maintenance activities.

However, the feasibility of this model is highly questionable. Achieving unanimous participation from property owners is critical for financial viability, yet it is inherently difficult to secure. This reliance on full participation makes the funding model unstable and potentially unworkable. Additionally, the complexity of managing public reserves and ensuring consistent service levels due to diverse stakeholder interests presents significant challenges. Effective governance structures and conflict resolution mechanisms are crucial but difficult to implement. The need for comprehensive legal advice, the potential for service delivery interruptions, and the lack of a precedent for such a model further undermine its practicality. Given these substantial obstacles, Option 4 poses high risks and is poorly aligned with the reform objectives.

1.11.5 Option 5 – Beach maintenance utility model

Option 5 proposes the creation of a joint venture between MW and KCC to form a dedicated utility focused on beach maintenance services. This model aims to centralise asset management and contractor engagements, leveraging the combined resources and expertise of both entities to enhance service delivery efficiency. The joint venture would handle all beach maintenance services across both the Tidal Waterways and Quiet Lakes precincts, aiming for a cohesive and coordinated approach. While the establishment of a new organisational structure introduces overhead costs and complex legal matters, the potential long-term benefits of improved coordination and service efficiency are significant, making this a potentially viable option for sustainable beach maintenance.

Funding for this model would be sourced through a beneficiary pays mechanism, with MW introducing a tariff under section 259(1) of the *Water Act 1989* and KCC implementing a Special Charge under section 163 of the *Local Government Act 1989*. The centralisation of services under the joint venture is expected to optimise the use of resources from both MW and KCC, although the transition involves complex coordination and potential service disruptions.

The joint venture would commit to transparent updates to keep the community informed. However, the success of this model hinges on the regulatory framework it falls under, with ESC oversight being most likely to ensure robust stakeholder engagement and the incorporation of expert recommendations. Without such oversight, the regulatory uncertainty poses a risk to the effectiveness of this model.

1.11.6 Option 6 – Refreshed Management Plan model

Option 6, the Refreshed Management Plan model, proposes maintaining KCC as the primary entity responsible for funding and managing beach maintenance services while enhancing the existing framework to improve transparency, accountability, and community engagement. This option builds on the current Management Plan, which has been effective for over seven years, by addressing identified deficiencies through strengthened governance and reporting mechanisms. The aim is to maintain the stability of the current system while introducing targeted improvements that ensure better oversight and service delivery, ultimately reinforcing trust with the community.

Under this model, KCC would reintroduce a Special Charge under section 163 of the Local *Government Act 1989*, targeting properties adjacent to the artificial beaches in both the Tidal Waterways and Quiet Lakes precincts. KCC would continue to contract MW to deliver the beach maintenance services, with enhanced procurement processes to ensure competitive selection of service providers. An evaluation committee, comprising members from both KCC and MW, would oversee contractor performance. Robust reporting and accountability measures would be implemented, with regular updates on beach maintenance activities communicated to the community. This model emphasises comprehensive stakeholder engagement and continuous improvement through annual performance reviews, ensuring that community needs and preferences are effectively integrated into the decision-making process.

1.12 Recommendations

Based on the in-depth analysis of six proposed options, the primary recommendation of MJA is to pursue **Option 2 – Melbourne Water Only Model**. Recognising potential resistance to this option, **Option 6 – Refreshed Management Plan Model** and **Option 1 – Precinct-based Model** are also suggested as contingencies.

1.12.1 Primary recommendation: Option 2 – Melbourne Water Only model

Option 2 – Melbourne Water Only model is identified as the most robust and pragmatic solution. This model assigns MW the sole responsibility for funding and delivering beach maintenance services in both the Tidal Waterways and Quiet Lakes precincts. Key advantages include:

- **Streamlined Governance:** Consolidates all responsibilities under MW, simplifying accountability.
- **Stable Revenue Stream:** Introduces a tariff under section 259(1) of the *Water Act 1989*, ensuring predictable and transparent funding through the ESC price determination process.
- **Expertise and Efficiency:** Leverages MW's long-standing experience in managing large-scale waterway projects to maintain consistent service standards.
- **Enhanced Monitoring and Accountability:** Regular performance reporting and community engagement will incentivise MW to meet service standards and address past issues.

Despite potential political challenges associated with introducing a tariff, these can be mitigated through transparent communication and stakeholder engagement.

1.12.2 Contingency recommendations

Option 6 – Refreshed Management Plan model serves as a balanced alternative that builds on the existing framework while addressing current deficiencies. Key features include:

- **KCC Responsibility:** KCC remains the primary entity responsible for funding and managing beach maintenance.
- **Dedicated Revenue Stream:** Reintroduces a Special Charge under section 163 of the Local Government Act 1989, ensuring stable funding.
- **Enhanced Procurement and Oversight:** Improved contractor selection processes and an evaluation committee comprising KCC and MW members.
- **Robust Reporting and Community engagement:** Regular public updates and enhanced transparency measures.

Challenges related to political will and community resistance can be managed through comprehensive consultations and phased implementation.

Option 1 – Precinct-based model divides responsibilities along precinct lines, assigning MW to the Tidal Waterways and KCC to the Quiet Lakes. Benefits include:

- **Specialised Expertise:** MW's experience with complex waterways and KCC's familiarity with local recreational spaces.
- **Clear Funding Mechanism:** MW introduces a tariff under the Water Act, while KCC implements a Special Charge under the Local Government Act.
- **Efficiency and Accountability:** Utilises each entity's strengths and promotes transparency through regular updates and community engagement.

Potential challenges of political resistance and coordination between MW and KCC can be mitigated through proactive stakeholder engagement and clear communication protocols.

1.12.3 Options to discard

- **Option 3 – Kingston City Council Only model:** Faces significant logistical and political challenges, including the need for KCC to acquire specialised equipment and trained personnel, and likely community resistance to reintroducing Special Charges.
- **Option 4 – Self-Regulation model:** Deemed impractical due to complexity and reliance on full resident participation, leading to potential financial instability and governance challenges.
- **Option 5 – Beach Maintenance Utility model:** Introduces bureaucratic and regulatory complexities, potential service duplication, and the need for clear demarcation of responsibilities, making it less viable.

1.12.4 Conclusion

MJA recommends pursuing Option 2 – Melbourne Water Only model as the primary approach for managing beach maintenance services in Patterson Lakes Waterways. This model offers a streamlined, efficient, and transparent solution under a single accountable entity. The Refreshed Management Plan model and Precinct-based model are viable alternatives that also address the core objectives of stability, accountability, and effective service delivery. Adopting these recommendations will ensure sustainable and effective beach maintenance services that meet the community's needs and expectations.

2. About this Strategic Review

The purpose of this Strategic Review is to investigate options that may deliver better value and outcomes for the maintenance of the artificial beaches located in the Tidal Waterways and Quiet Lakes precincts of the Patterson Lakes Waterways.

KCC and MW agreed, in partnership, to explore beach maintenance improvement options for Patterson Lakes Waterways.

This was in response to the ongoing challenges of maintaining the artificial sand beaches following governance and institutional changes implemented in response to the Patterson Lakes IR. Challenges have included reconciling allocation of General Rates Revenue to maintenance of artificial beaches that are not accessible to all ratepayers, managing the expectations of residents with respect to the maintenance level of service that can be provided by KCC while the beneficiaries of beach maintenance services do not contribute to the costs through a beneficiary pays mechanism and the rising overall cost to ratepayers of providing beach maintenance services that are entirely funded from General Rates Revenue.

2.1 Objectives

This Report reviews current arrangements for artificial beach maintenance services in Patterson Lakes Waterways, evaluates options for the reform of current governance arrangements, and makes recommendations for consideration by KCC and MW.

The Project, commissioned jointly by MW and KCC, has five objectives:

1. Identify the challenges faced by KCC and MW in managing and maintaining the beaches to meet community expectations
2. Outline public safety considerations and explore possible service delivery models
3. Provide options to improve future management of the beaches, including governance and land management arrangements, strategies for improved customer experience, service delivery, reduced erosion, and enhancing public safety
4. Identify potential economic benefits in both public and private, and potential partnerships, that could be leveraged to implement the recommended management strategies
5. Retest the IR recommendations and assigned responsibilities against current society expectations and current agency remits / statutory obligations

2.2 Why the focus on governance arrangements?

The Patterson Lakes Waterways Management Plan ('the Plan') is a collaborative arrangement developed through negotiation by MW and KCC to clarify roles and responsibilities of the agencies with the goals of:

- providing the framework to guide the management and maintenance of the different water bodies of Patterson Lakes Waterways in a manner that is responsive to a range of environmental and community values
- outlining the management services provided by MW and KCC
- providing measurable targets which the management services should achieve

The Plan was renewed in 2022 for the five-year period 2022-2027.

Section 5 of the Plan requires that "*the agreed shared governance of the Patterson Lakes Waterway assets and management services is to be reviewed every five years. An earlier review can be undertaken as agreed by the responsible management agency if the performance targets outlined within Section* 4.0 Assets and Management Services *are not being satisfactorily met*."

This Strategic Review concentrates on reviewing current arrangements and presenting various options for reform of arrangements that govern beach maintenance services within Patterson Lakes Waterways.

The existing cooperative arrangement has demonstrated resilience and effectiveness over the past decade, despite facing numerous challenges described in detail in this Review.

However, the Project Steering Group's initial assessment is that the current governance arrangements could be more efficient and effective in delivering the desired outcomes outlined in the Plan. Consequently, a review of these arrangements was commissioned.

For the purposes of this evaluation, key terms are defined as follows:

- **Institutional Arrangements:** This refers to the organisations involved, the rules under which they operate, and their functions and practices.
- **Governance:** As defined by the Governance Institute of Australia (2018), governance encompasses "the systems by which one or more institutions is controlled and operates, and the mechanisms by which it, and its people, are held to account." This includes setting objectives, ethics, risk management, compliance, and administration.
- **Collaborative:** This term signifies MW and KCC establishing a partnership to achieve mutually beneficial goals, which neither could accomplish independently.

2.3 Scope

The project scope of works included, but was not limited to the following tasks:

- Reviewing existing reports, studies, and data related to the IR into Patterson Lakes Management**.**

- Conducting site visits to assess the current state of the beaches and to identify any issues related to beach management, safety, customer experience, and asset management.
- Conducting research to identify best practices for managing artificial beaches, including strategies for reducing erosion, managing weeds and litter, and enhancing public safety. All delivery and service options were to be considered.
- Developing a report outlining the consultant's findings, recommendations, and potential governance structures and economic models addressing public and private benefits and potential partnerships.
- Presenting the report to the local council and Melbourne Water.

2.4 The purpose of this Report

This Report will be used by MW and KCC to inform their consideration of future institutional and governance arrangements for beach maintenance services. Delivery of this Report does not trigger any decisions by either MW or KCC, and the commissioning of this Report should not be misconstrued as a commitment by either institution to reforming the current governance arrangements.

We appreciate some readers of this Report will be well-versed in the context and history of the Patterson Lakes Waterways and may have a high level of awareness of current institutional and governance issues. However, it has been necessary to set out the relevant events that led to the need for this Project, because the weaknesses apparent in the current arrangements are in part a function of these events.

3. Background

3.1 Brief history of Patterson Lakes

Prior to the 1970s, the region now known as Patterson Lakes consisted of low-lying, flood-prone terrain. In the 1970s, developers transformed this area into a residential suburb featuring a network of man-made canals and tidal waterways that connect directly to the Patterson River, and three land-locked lakes —Lake Legana, Lake Illawong, and Lake Carramar - collectively known as the Quiet Lakes.

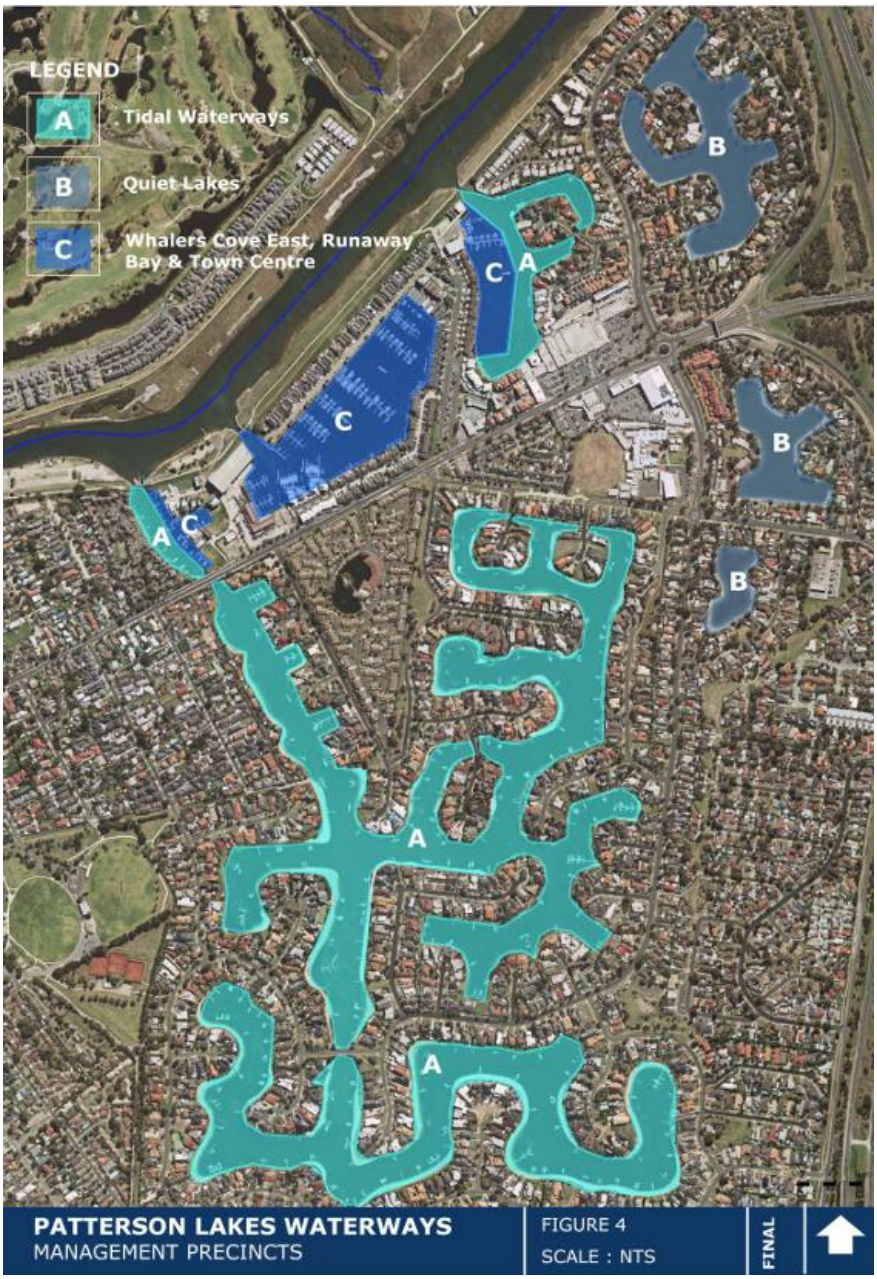
The Tidal Waterways are demarcated from the Patterson River by floodgates, which play a crucial flood protection role infrastructure of the area. The Tidal Waterways function both as a drainage system and as a recreational space, particularly for the boating community.

In contrast, the Quiet Lakes comprise a brackish system of three man-made, shallow lakes designed as stormwater runoff retarding basins. The three lakes are interconnected through a network of pumps and drains, which also serve to connect the lakes to the Patterson River and Kananook Creek.

A key aspect of the Patterson Lakes development was its establishment as a private waterfront community, characterised by artificial beaches. Access is generally exclusive to properties directly bordering the artificial beaches, even though the artificial beaches are on land owned by Melbourne Water and over which it has a three-metre easement.

The layout of the Patterson Lakes Waterways is illustrated in Figure 1.

Figure 1: Patterson Lakes Waterways Management Precincts



In 1973, an Agreement was established, stipulating that the Dandenong Valley Authority (DVA) would be responsible for maintaining the Patterson Lakes Waterways. As part of this arrangement, a Special Precept Rate was introduced to fund these maintenance efforts. The term 'Special' is important because the DVA already raised funds through a precept to fund its ordinary works and undertakings. The precept was to each of the municipalities within the boundary of the DVA and effectively

required each Council to levy a rate (based on the value of a property) on behalf of the DVA. This was necessary because the DVA was not authorised to make or levy a rate on properties directly.

Properties that were subject to both the Precept and Special Precept Rates are illustrated in Figure 2.

Figure 2: Properties that were subject to the Precept Rate



The powers to impose the Special Precept Rate were granted through passage of the *Dandenong Valley Authority (Amendment) Act (1975).*

Section 33A of the amendment permitted DVA to issue a special precept where:

- the DVA had been requested by a majority of the persons within the special precept Area to undertake works
- it appeared to the DVA that such works or undertakings were for the particular benefit of the special precept area
- A detailed budget of expected costs, funds available to offset the costs and revenue sources had been submitted to the Minister at least two months prior to the financial year in which the works were to be undertaken
- Ministerial approval had been granted to imposing the special precept.

Of particular relevance to this Strategic Review, the DVA was required to set out each year a budget for the services requested under the special precept and to demonstrate to the Minister that the revenue would be sufficient to offset the expected costs. The Council collecting the special precept was entitled to retain up to 5% of the total to offset the costs of collecting the funds.

The amendment did not explicitly detail the extent to which the Authority was required to consult with the properties requesting the services regarding the costs of providing those services. However, certain implications and responsibilities can be inferred based on the provisions of the amendment and general principles of public administration.

Given that the process required a majority of the persons liable to be rated for the works or undertakings to be supportive, this suggests an initial level of consultation and agreement among the property owners that the works were necessary.

The requirement that the Special Precept Rate be approved by the Minister implies the Minister was representing the interests of the properties that were to be subject to the Special Precept Rate.

The amendment that made the Special Precept Rate possible indicates therefore that a degree of consultation regarding the reasonableness of the costs of delivering the requested services was a core element of the institutional settings from the time Patterson Lakes was first developed.

3.2 Microeconomic and water sector reforms of relevance to Patterson Lakes

Significant reforms to the Victorian water sector were implemented through the two decades spanning 1990 to 2010. Two outcomes from the reform process were of direct relevance to this Strategic Review.

3.2.1 Merger of Melbourne Water and the Dandenong Valley and Western Port Authority (DVWPA)

Melbourne Water and the Dandenong Valley and Western Port Authority (DVWPA) merged on 5 November 1991, which resulted in Melbourne Water assuming the management role for the Patterson Lakes waterways, funded by revenue raised by the Special Precept Rate.

Amendments made through passage of the *MMBW (Amendment) Act 1997*[7] allow Melbourne Water to impose a Special Drainage and River Improvement Rate to effectively replace the Special Precept Rate levied by the former DVA. Patterson Lakes was split into two distinct sub-areas: Tidal Waterways and Quiet Lakes. This was for the purpose of applying differentiated rates on properties in each sub-area.

The amendment also put beyond doubt the powers of Melbourne Water to impose both the Metropolitan Drainage and River Improvement Rate[8] (the precursor to the Waterways and Drainage Charge) under s281 of the MMBW Act and the Special Drainage and River Improvement Rate under s281A.

The amendment to the *MMBW (Amendment) Act 1997* explicitly set out a framework for consultation with those who would be paying the Special Drainage and River Improvement Rate. Melbourne Water was not permitted to impose the Special Rate unless a community-based committee, with a membership comprising at least two-thirds of its number from owners or occupiers of rateable properties, had been consulted. The broad consultation provisions set out in the DVA (Amendment) Act 1975 were changed to explicitly require consultation with the impacted parties directly rather than with the Minister.

From 2005 onwards Melbourne Water submitted its prices for approval by the ESC on an annual basis after consulting with customer committees established under the provisions of the *Dandenong Valley Authority (Amendment) Act 1975*. Customers continued to be actively involved in the committees and the ESC had not identified any preference to change the approach. In the ESC price determination published in June 2008, the consultation requirements were further strengthened through the ESC setting out precise and detailed pricing principles that Melbourne Water was required to follow when developing annual pricing proposals for the Patterson Lakes Special Rate over the period 2009-10 to 2012-13:

- consult with the respective customer committees in each special drainage area on the prices to apply in subsequent regulatory years of this regulatory period. In doing so, it must provide members of the committees with details of:
  - the activities proposed to be undertaken over the forthcoming year;
  - detailed forecasts of the efficient level of expenditure that is directly related to those activities; and

[7] "The purpose of this Act is to empower Melbourne Water Corporation to levy a special drainage and river improvement rate in the Patterson Lakes area and validate the metropolitan drainage and river improvement rates levied in that area since its inclusion in the metropolis on 6 November 1991."
[8] To fund drainage management and flood protection across the 'metropolis' of Melbourne

  - proposed prices and estimated revenue for each special drainage area;
- not propose prices that seek to recover more than the efficient level of expenditure that is directly related to those activities;
- submit the proposed prices, detailed expenditure forecasts and proposed activities/service levels to the Commission for approval at least 30 business days prior to the commencement of the regulatory year; and
- separately record the actual costs and revenue associated with each of the special drainage areas, which the ESC would review as part of its regulatory accounting and audit processes.

Table 3 is taken from the documentation that was provided to the community committees for the 2012-13 year. It provides a comprehensive overview of the proposed works and services and the frequency at which those services were proposed to be undertaken. This illustrates the level of transparency that those paying the Special Charge were entitled to under the regulatory framework that existed prior to the appointment of the IR (see section 3.3). In this context it is understandable why some customers are unhappy with the extent of consultation regarding the provision of beach maintenance services and the charges that have been imposed at times.

We note that the IR Report did not mention the history of consultation requirements in relation to the Special Precept Rate and/or the Special Charge, or the increasing formalisation of those requirements right up until the commencement of the IR. It is likely therefore that in forming its conclusions that the IR was unaware that these provisions were a key attribute of the institutional and governance arrangements it was reviewing, and therefore unaware of the consequences of making changes to those arrangements.

We outline in further detail what those consequences have been in section 3.3.4.

MJA is of the view that this has been a contributing factor to the difficulties faced by KCC and MW in managing residents' expectations with respect to beach maintenance services.

Table 3: Service delivery as reported in the Independent Review Report

Works	Frequency of works	Annual $ cost
Tidal Waterways (Opex)		
Beach raking	Monthly	16,600
Debris collection beach and foreshore	Monthly	60,000
Beach weed spraying	Monthly	21,900
Limited waterway dredging	As required within budget	39,000
Grass maintenance to access easements	Monthly	12,800
Operation of the floodgates	As required	6,600
Retaining wall maintenance and monitoring	Yearly	9,700
Jetty maintenance	Yearly	30,500
Inter-connecting pipe maintenance	Yearly	3,000
Convening the PLAC, newsletter and website		14,600
Floodgate maintenance and dredging	Quarterly	70,000
Boat and barge maintenance	Yearly	45,900
General civil assets monitoring/works	As required	17,400
TOTAL		**348,000**
Quiet Lakes (Opex)		
Beach grooming	Monthly	9,908
Debris collection	Monthly	45,000
Carp removal	Annual	12,500
Water quality improvement program	Yearly	30,000
Water quality testing	Weekly	20,000
Beach weed spraying	Monthly	7,008
Lighting bollards inspection program	Half yearly	1,000
Sand retrieval/replenishment	As required	15,000
Grass maintenance to access easements	Monthly	18,000
Convening the PLAC, newsletter and website		11,000
TOTAL		**169,416**

Source: PLIR (2013), p.78-79

3.2.2 Replacing property value rates with cost-reflective charges

The second reform came in June 2004 when the Bracks Government released its action plan, *Our Water Our Future*[9]. Action 7.9 (page 148) committed the Government to designating Melbourne Water as the Authority responsible for waterway management, regional drainage and floodplain management throughout the whole of the Port Phillip and Westernport catchment. The policy was enacted by virtue of an Order in Council (Government Gazette No. S 224, published 18 November 2005).

A bundle of regulatory changes was required to permit Melbourne Water to impose a property-based charge (the 'Waterways and Drainage Charge') to recover the additional costs. The Minister made a series of changes to the Melbourne Water Statement of Obligations (SOO) between 2005 and 2007 to set out clear requirements in relation to waterway management, regional drainage and floodplain management functions. The jurisdiction of the ESC set out in the Water Industry Regulatory Order (WIRO) published in 2003 already allowed it to consider a charge related to waterways functions.

Initially the Waterways and Drainage Charge was calculated by multiplying a rate in the dollar by the 1990 Net Annual Value (NAV) of a property[10], subject to a minimum price. The charge was levied on all properties located within the area designated as the Urban Growth Boundary[11] at that point in time.

Victoria had agreed to phase out drainage charges set as a proportion of property value through National Competition Policy agreed at the Council of Australian Governments (COAG) in April 1995. Consistent with the intent of the Victorian Government policy commitment, Melbourne Water set out its intent to phase out Waterways and Drainage Charges based on property values for residential customers over the next regulatory period (2008 to 2013) in its 2008 Water Plan submission. In addition to the National Competition Policy driver, Melbourne Water argued that the property value approach was inconsistent with the cost reflective pricing principles set out in the Water Industry Regulatory Order, was costly to maintain and was confusing for customers because it was on a different basis to that used by local government.

For residential customers Melbourne Water proposed to stage the reform on a gradual basis by maintaining the rate on $NAV constant in real terms and increasing the minimum price by approximately $2 per year in real terms over the regulatory period, thereby increasing the percentage of customers facing the fixed minimum charge. As it stood, around 60% of residential customer already paid the minimum price. Melbourne Water proposed to abolish charges based on

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[9] Dept. of Sustainability and Environment. (2004) 'Securing our water future together', Victorian Department of Sustainability and Environment, Melbourne.

[10] Section 280 of the then Melbourne and Metropolitan Board of Works Act 1958 set out the powers of the Board to impose a fee under a tariff on property in the form of (a) a fixed amount; or (b) an amount fixed according to (i) the net annual value of the property; or (ii) the site value of the property; or (iii) the capital improved value of the property; or (iv) the size of the property; or (v) the use of the property; or (vi) how the use or development of the property is controlled under a planning scheme; or (vii) the extent of use of or benefit from works or services provided by the Board; or (c) any combination of amounts referred to in paragraphs (a) and (b).

[11] Department of Infrastructure (2002) *Melbourne 2030: Planning for Sustainable Growth*, Melbourne

$NAV for residential customers and charge every residential customer the same fixed charge from 2012-13 onwards.

Given the potentially significant change involved in such reform, Melbourne Water proposed to conduct an extensive community consultation and engagement program prior to the submission of its 'Water Plan 3' proposal to the ESC in 2012.

Consultations attracted around 500 submissions regarding Melbourne Water's pricing reform proposals for Patterson Lakes. A variety of issues were raised, including the inequities of the approach and the size of the proposed price increases. Although, we note that at least one submission recognised a distinction between the public benefits of the waterways and the private benefits of the artificial beaches:

> *For non visual amenity and non Drainage and Flood protection, of course, residents should have to pay for their exclusive recreation facilities, but this is limited to the Jetties and Beach Maintenance. All other works are primarily for Drainage and Flood protection by Melbourne Water Assets and should be paid for by the Waterways and Drainage Charge (WDC).*[12]

In response to these issues, in September 2012, the Minister for Water established the Patterson Lakes IR. A four-member expert panel was appointed to consider submissions and conduct a public hearing. The purpose was to recommend actions for creating a sustainable management framework based on a fair and equitable funding model, recognising all beneficiaries of both the Patterson Lakes Tidal Waterways and Quiet Lakes.

3.3 The Independent Review

3.3.1 Terms of Reference

Outlined below are the matters that the Terms of Reference (ToR) required the IR to consider (Table 4) and the outcomes the ToR required the IR to deliver (Table 5). Each table also includes how the IR addressed each matter in the Patterson Lakes IR Report:

Table 4: Terms of Reference – Matters the IR was to consider

Terms of Reference	How the Independent Review responded
Review relevant historical agreements and their legal status today	The Review has considered historical matters including the creation of the Patterson Lakes Waterways, their approvals, the 1973 Agreement and the influence of the events that have occurred over the past 40 years. The Review has concluded that the 1973 Agreement has been discharged and has done its job. The Review is also comfortable with the view that the charging of a Precept Rate has been possible over time. However, the Review has also concluded that it is no longer relevant and suitable given the classification of the Tidal Waterways and Quiet Lakes.

[12] Submission to 2011-12 Price Review Melbourne Water's Special Drainage Areas, Andrew and Lynne Meehan

Terms of Reference	How the Independent Review responded
Review and identify what assets and services should be the sole responsibility of the Precept Rate Payers	In response to this question, the Review considers that those assets that should be the sole responsibility of the residents are their own properties. The Review has recommended that the Precept Rate in its current form cease and hence the assets within the Patterson Lakes Waterways remain the responsibility of Melbourne Water. The jetties and moorings remain the responsibility of Melbourne Water and managed by Parks Victoria on a cost recovery basis.
Review and identify what percentage of the proposed capital renewal should be the responsibility of Precept Rate Payers	The Review considers that the responsibilities for capital renewal of assets associated with the Patterson Lakes Waterways lie primarily with Melbourne Water. This is because these assets, apart from those associated with private boating such as mooring areas and jetties, are inherently linked to their flood protection and drainage benefit to the wider community beyond just the residents of the Patterson Lakes Waterways.
Clarify what regional services Patterson Lakes Residents receive from Melbourne Water's General Drainage Charge	The Review considers that the residents of Patterson Lakes receive regional services from the flood protection and drainage functions of the Tidal Waterways and Quiet Lakes. The tidal Waterways also offer a regional recreational service associated with the public boating and fishing community.
Clarify the services Patterson Lakes Residents receive from Kingston City Council rates	The Review considers the residents of Patterson Lakes receive those services from Council that are linked to local drainage and management of stormwater flows that feed into the Patterson Lakes Waterways. The management of drainage and stormwater infrastructure supports and influences both the quantity and quality of water that ends up in the waterways and lakes. Accordingly, Council plays an important if not symbiotic role in conjunction with Melbourne Water with respect to managing water quality. Council also should extend its municipal functions to provide beach raking, promenade maintenance & cleaning, litter & debris removal, beach weed control, grass mowing at access points, and maintenance of drains and pits.
Explore the most effective delivery method to provide value for money services to Patterson Lakes Tidal Waterways and Quiet Lakes Precept Rate payers and the broader community	The Review considers the best value for money method for delivering services to the Patterson Lakes residents and broader community is through action coordinated under an integrated and collaboratively developed management plan for the Patterson Lakes Waterways. Whether actions are to support public or private benefit, having an agreed framework under which decisions are made and resources costed, allocated and funded will be of most value. Options for delivery of services are available from Melbourne Water, Parks Victoria and/or Kingston City Council. Funding sources could be from the Metropolitan Waterways and Drainage Charge, tariffs levied under the *Water Act 1989* or via private contracts. The key element from the Review's perspective is that whatever approach is used, it is one that has been developed under a management plan process.

Terms of Reference	How the Independent Review responded
Seek expert industry advice on the management of constructed lakes systems and related funding/pricing approaches to inform the recommendations	The Review has considered other examples of similar forms of residential waterfront development in helping to form its views. Examples include Sanctuary Lakes and Martha Cove in Melbourne, Riviera Harbours in Paynesville, West Lakes and Glenelg Patawalonga Lakes in South Australia, and Hope Island and Kawana Waters in Queensland. The Review has also considered other lake environments with respect to management arrangements such as Albert Park Lake to assist in its deliberations. Whilst these examples are of some guidance, the ultimate management plan for the future of the Patterson Lakes will rely upon the joint and collaborative approaches contained in the Review's Recommendations. This has been achieved elsewhere, and the Review is confident that a sustainable management framework will produce a better collective outcome for the property owners, the public users of the waterways, and for government.

Table 5: Terms of Reference – Outcomes the IR was to deliver

Outcomes required by the ToR	How the Independent Review Responded
Outcomes-Based and Accountable Management Framework	Management and governance for the Patterson Lakes Waterways has changed since they were created from the former Carrum Carrum Swamp around 40 years ago. Although the intentions for a private residential waterfront living environment may have been clear at the time the Quiet Lakes and Tidal Waterways were created, the statutory intent is not so clear. The Review considers that the Patterson Lakes Waterways are made up of a series of waterbodies that have distinctive characteristics and issues. These elements warrant the application of an outcomes based management framework that reflects these differences and is sustainable in the long term. The Review has put forward in this report a management framework that better reflects the current function, use and context within which the Quiet Lakes and Tidal Waterways occur.
Economic, environmental, and socially sustainable management arrangements	It is a framework that is considered to be sustainable and equitable because it draws upon both public and private values, sources of funding and engagement of management expertise within a process of collaborative action via a management plan process.
Clearly documented and agreed levels of service that meet residents' expectations under a sustainable funding arrangement where costs of delivering the	The Review has provided information in its report on documenting levels of service that reflects both the public flood protection/drainage function of the Patterson Lakes Waterways as well as the public recreational value of the Tidal Waterways and private recreational value of the Quiet Lakes.

Outcomes required by the ToR	How the Independent Review Responded
recreational and drainage services are recovered	

The IR Report, published on 8 March 2013, made 15 conclusions and 26 recommendations in total. Each are outlined below.

3.3.2 Conclusions

The Review made 15 conclusions. Those of direct relevance to this Report are in **bold**:

1. Management and statutory governance of the Tidal Waterways and Quiet Lakes (Patterson Lakes Waterways) has changed since they were created 40 years ago.
2. The Patterson Lakes Waterways have different characteristics and issues and generally applying a Precept Rate over them is no longer relevant and suitable.
3. The 1973 Agreement is no longer in operation; it was brought to an end when the obligations were discharged;
   a. The 1973 Agreement was never binding on Melbourne Water; and
   b. The 1973 Agreement has been overtaken by the events of time and requires replacement through a new management framework.
4. The Quiet Lakes and Tidal Waterways are reserved for drainage and recreational functions.
5. Any intention in the 1973 Agreement to designate the Patterson Lakes Waterways as a private reservation was displaced by their subsequent reservation in the subdivision plans and their design and construction as public drains.
6. **The Tidal Waterways are used for public purposes, both in terms of their drainage function and being a place of recreation.**
7. The Quiet Lakes have a public drainage function.
8. Maintaining water quality for primary contact purposes (including swimming) in waterways and lakes in urban areas cannot be guaranteed.
9. The goal should be to maintain water quality to secondary contact standard as a minimum and warnings posted when quality falls below this standard or when algal blooms are a health hazard.
10. A full audit of waterways' assets and condition report should be compiled by Melbourne Water in conjunction with the three Authorities, prior to the roles and responsibilities being transferred.
11. **A variety of funding sources are available to support a sustainable management framework. The primary sources of ongoing funding are considered to be associated with the Melbourne Metropolitan Waterways and Drainage Charge for those services considered to have a regional and**

community benefit or the application of user pays funding alternatives for those services and assets that are linked to private recreational benefit.

12. **Implementation options are available and shared governance is an appropriate way forward.**
13. **Following the circulation of the Review's Report, a Management Plan needs to be developed by Melbourne Water collaboratively with the Patterson Lakes Waterways stakeholders to complement the Review's Report.**
14. The Management Plan and its development process aims to:
    a. Build more trusting relationships between all stakeholders
    b. Provide the framework to guide the management and maintenance of the different water bodies of Patterson Lakes in a manner responsive to a range of environmental and community values
    c. Communicate management intent associated with managing and maintaining the Lakes
    d. Document the management vision, objectives and services that will be aimed for
    e. Identify needed funds and personnel and roles of the different authorities
    f. Provide performance indicators to monitor the achievement of the Management Plan objectives.

3.3.3 Recommendations

The Review made 26 recommendations. Those of direct relevance to this Report are in **bold**:

1. That the Review recommends that Melbourne Water make arrangements to consolidate the titles to the waterways into one Certificate of Title.
2. That minimum water quality standards in the Quiet Lakes and Tidal Waterways is maintained to comply with secondary contact criteria as defined under the ANZECC Guidelines and SEPP – Waters of Victoria as amended from time to time.
3. That the recommendations of the Design Flow 'Quiet Lakes Water Quality Management Plan' be implemented, following the completion and an assessment of the bore water trial.
4. That a review of the Quiet Lakes headworks infrastructure be undertaken by Melbourne Water, to determine what has been altered from the original engineering design. Adequate through flows in Lake Carramar are to be guaranteed by Melbourne Water.
5. That Melbourne Water review the current bore water trial, and by the end of 2013 ascertain the long term quantity and quality of groundwater required. Then consult with Southern Rural Water and Kingston Council regarding the on-going sustainability of groundwater extraction for the Quiet Lakes.
6. That the system of the interconnecting water flows between the three Quiet Lakes be managed, funded, and operated by Melbourne Water to deliver the outcomes recommended in this Review. These are to be funded from the Melbourne Metropolitan Waterways and Drainage Charge.
7. That Kingston City Council maintains the local drainage network in accordance with its Integrated Water Cycle Strategy 2012, to ensure maximum water volume inflows, and the highest practical water quality

stormwater flows into the waterways. This is to be funded from rate revenue, and other government project funds. Deliverables are to be audited annually, and reported to the Patterson Lakes community.

8. That Kingston City Council investigate the pre-treatment of stormwater inflows into the Quiet Lakes to achieve the appropriate water quality standard to maintain secondary contact criteria in the Quiet Lakes. Any re-development projects that stem from this investigation should be scoped and designed in consultation with the Patterson Lakes community and Melbourne Water.
9. That the Quiet Lakes property owners consider what, if any, additional capital projects they may jointly require to achieve water quality levels over and above secondary contact standard, e.g.: Class A recycled water, and Solar Bees for each lake.
10. **That Melbourne Water manage, operate, and maintain the Tidal Waterways functions from the Melbourne Metropolitan Waterways and Drainage Charge.**
11. **That the Precept Rate in its current form is to cease from the end of the 2012/13 financial year, and be replaced by a funding framework that augments the Melbourne Metropolitan Waterways and Drainage Charge.**
12. **That Option 1 as outlined in Chapter 6 of this Report is to be the basis of the future sustainable management governance for service provision.**
13. That Melbourne Water empower Parks Victoria as "Waterways Manager" for all the Patterson Lakes Waterways (with the exception of Runaway Bay/Middle Harbour which is under the control of Cavendish Properties), subject to contractual Agreement covering services provision and funding revenues.
14. That Melbourne Water, in conjunction with Kingston City Council and Parks Victoria conduct and report on a full audit of the assets and conditions of the Patterson Lakes Waterways, prior to the roles and responsibilities being transferred.
15. **That any additional services sought and agreed between the Authorities and the property owners are to be delivered on a user pays cost recovery basis.**
16. That renewal costs for retaining walls are the responsibility of Melbourne Water.
17. **That remaining services, maintenance, and assets renewals as itemised in the Review's Report are split between the three Authorities (Melbourne Water, Kingston City Council, and Parks Victoria), and funded from appropriate revenue streams within each jurisdiction**.
18. That the Melbourne Water works depot located on the Patterson River bank abutting "The Boulevard" is closed, and Melbourne Water cooperatively utilize the existing and additional Kingston City Council and Parks Victoria depots as alternative sites.
19. That existing jetty and mooring leases are replaced with new leases entered into on a full cost recovery basis that includes jetty maintenance, replacement and dredging necessary for navigation and berthing, under the auspice of Parks Victoria (under delegation from Melbourne Water).
20. That the section of the Tidal Waterways known as Whalers Cove located between the westernmost floodgates and McLeod Road bridge be vested to Melbourne Water by Kingston City Council.

21. That Melbourne Water retain ownership and management of the drainage functions of the Patterson Lakes Waterways.

22. That Parks Victoria and Kingston City Council work cooperatively with Melbourne Water and the community to achieve a long term management framework for the Patterson Lakes Waterways.

23. That Parks Victoria assume responsibility for the recreational functions of the Tidal Waterways, including appointment as a Waterway Manager under the Marine Safety Act (Vic) 2010 and funding provision through the Parks and Reserves Trust Account.

24. That in the event that Parks Victoria is unwilling or unable to assume responsibility for the Tidal Waterways, then Melbourne Water will need to pursue the following:

    a. Declaration of the Tidal Waterways as a recreational area pursuant to s122ZA of the Water Act and adopt Model By-Laws: Recreational Areas

    b. Approval from the Minister for funding from the Parks and Reserves Trust Account;

    c. Appointment of Melbourne Water as a Waterway Manager for the Tidal Waterways pursuant to the Marine Safety Act 2010.

25. That Melbourne Water liaise with Kingston City Council to pursue a rezoning of the Patterson Lakes Waterways from the Residential 3 Zone to the Public Use Zone 1 - Service and Utility.

26. Prepare a Management Plan as follows:

    a. Establish a Steering Committee and appoint an independent facilitator.

    b. Determine content of the Management Plan. The content of the Management Plan complements the outcomes of the Review and needs to include:

        i. Definition of different precincts or components of the water bodies.

        ii. Classification of the waterways and environs.

        iii. Statutory requirements and policy framework.

        iv. Clear indication of where and when actions relating to the delivery of the Plan will differ between areas, “one size fits all” will not apply.

        v. Roles and responsibilities of authorities including services to be delivered and funding sources.

        vi. Ongoing monitoring, investigations and research.

    c. Identification of indicators for measuring performance over time.

    d. Application and implementation of the Management Plan in both a statutory and management governance sense.

3.3.4 Option 1

Recommendation 12 identified Option 1 as the basis of future sustainable management governance for service provision.

Option 1, as described in the IR Report, is outlined below. Note that beach maintenance services are not directly referenced in the passage.

1. *The Quiet Lakes and all the Tidal Waterways being holistically and equally regarded as "waterways" under the* Water Act*, and additionally being part of the regional drainage network and floodplain management jurisdictional responsibility of Melbourne Water.*
2. *The Melbourne Metropolitan Waterways and Drainage Charge funds should then be applied to these assets in the same manner as for Melbourne Water's entire broader catchment jurisdiction, and be treated as public assets.*
3. *The current Precept Rate would cease.*
4. *Any additional service provision required and agreed to by the stakeholders would be costed, and funded equitably by the respective beneficiaries, on a project basis.*
5. *For example, if the Quiet Lakes residents seek water quality for swimming, the additional cost of delivery (both operational and assets renewal) should be compiled and agreed with Melbourne Water. Melbourne Water should ensure that the current assets are functioning as originally designed, in order to achieve at least Secondary Contact quality water as a minimum standard. (It was acknowledged in the 1994 MOU that no water quality guarantee was ever expected nor provided.)*
6. *Kingston City Council should review its performance with regard to the quality and quantity of stormwater inflows to the waterways from the local drainage network.*
7. *The Tidal Waterways from the westernmost floodgates, and within Mariner's Cove and Town Centre Harbour are entirely Melbourne Water public waterways. Melbourne Water under this overarching jurisdiction should appoint Parks Victoria as "Waterways Manager" for these waterways.*
8. *Melbourne Water also owns the Runaway Harbour and Inner Harbour waterways. Cavendish Properties Pty has assigned responsibilities under the Licence Agreement to manage and operate these waterways.*
9. *Melbourne Water, Kingston City Council, and Parks Victoria should deliver services related to their respective responsibilities, and this service provision should be based upon separate contractual Agreement/s.*
10. *Melbourne Water should respond to the Essential Services Commission that the costs for operations, maintenance, and future capital works to deliver these functions, be included within its total 2013 Water Plan budget under the Melbourne Metropolitan Waterways and Drainage Charge.*
11. *The Precept Rate in its current form is no longer charged after the 2012-13 Financial Year.*
12. *This should result in a benchmark level quality of services being provided, where secondary contact water quality (meeting ANZECC and Environment Protection Authority criteria) would be the reasonable and practical standard in all the Patterson Lakes Waterways.*
13. *The section of the Tidal Waterways at Whaler's Cove (floodgates to McLeod Road) should be vested by Kingston City Council to Melbourne Water, and continuity created along the property boundaries with respect to access. The tidal Waterways should be contiguous, and Melbourne Water should have established legal grounds to enter into and manage the leases for jetties and moorings. Melbourne Water should engage Parks Victoria to fulfill this function under contractual Agreement, such that Parks Victoria generates revenue on a costs recovery basis.*
14. *All retaining wall maintenance and renewal costs should be the responsibility of Melbourne Water, on the basis that they constitute part of the waterways infrastructure. Parks Victoria should similarly be contracted by Melbourne Water to deliver these services, because Parks Victoria is best equipped in the area.*
15. *All of the balance of the commercial and residential properties within the Runaway Bay precinct (CDZ1 zoning) would continue to be subject to the Cavendish Properties Pty Ltd Licence Agreement covering the operations and maintenance of those waterways and foreshore assets, including*

relevant retaining walls. This should also include the Pier One development and The Cove Hotel (which are currently not included).

16. *All current jetty and mooring leases under Melbourne Water control should be annulled. Melbourne Water should contract the services of Parks Victoria to manage and operate the new leases, with lease charges being on a total cost recovery basis. This should include the maintenance of existing jetties, the jetty replacement program capital costs, and dredging of the Tidal canals/Mariners Cove/Town Centre Harbour inside the floodgates. Implementation of this new arrangement is detailed further in Chapter 7.*

3.4 Current arrangements

The Patterson Lakes Waterways Management Plan ('the Plan') was renewed in 2022.

The Management Plan outlines the roles and responsibilities of Melbourne Water, Kingston City Council, and Parks Victoria for the management and maintenance of the waterway systems.

3.4.1 MW responsibilities

Melbourne Water is responsible for flood protection and drainage within the Patterson Lakes Waterways. The agency manages and maintains flood protection infrastructure, including floodgates and retaining walls. Melbourne Water conducts structural assessments, repairs, and replacements of drainage pipes and interconnecting pits. Additionally, Melbourne Water removes accumulated sediments in the Quiet Lakes to maintain drainage function and storage capacity.

For water quality management, Melbourne Water undertakes water quality surveillance and testing, particularly for Blue-Green Algae (BGA) and E. coli, to ensure the water remains safe for recreational use. Melbourne Water also manages and funds the operation of drainage pump stations and maintains water quality through measures such as sediment removal and control of exotic fish populations.

In supporting recreational benefits, Melbourne Water maintains rock beaching associated with sand beaches, ensuring structural integrity through repairs and replacements as necessary. The agency also manages jetties and maintenance access points, conducting regular inspections and performing necessary repairs.

3.4.2 KCC responsibilities

Kingston City Council focuses on stormwater management and local infrastructure maintenance. The Council maintains the local drainage network to ensure high water quality in stormwater flows and incorporates Water Sensitive Urban Design (WSUD) practices in road upgrades. Regular maintenance activities include structural assessments, repairs, and replacements of concrete edging, drainage pipes, and bridge culverts. The Council also removes litter, debris, and sediment from drainage pits and sand beaches.

In this context, KCC has adopted a coordinated approach to integrated water management that addresses both local and broader regional challenges and opportunities, reflected in 'Our Local

Waterways: Kingston's Integrated Water Strategy' adopted in 2022. Developed in collaboration with state government agencies, this strategy aims for comprehensive water and drainage system management within the municipality. Effective management within the City of Kingston necessitates the involvement and coordination of numerous stakeholders. These include Melbourne Water, neighbouring councils, the Environmental Protection Authority, water retailers, emergency services agencies, Commonwealth agencies, businesses, and the local Kingston community. Kingston City Council allocates approximately $8 million annually to renew old stormwater drains and roads[13].

Kingston City Council also manages sand beaches through activities such as beach planning/raking, debris collection, and beach spraying. Additionally, the Council is responsible for lighting bollards, conducting inspections, repairs, and replacements as needed to ensure safety.

Beach maintenance is currently performed as a service by MW on behalf of KCC, funded by General Rates revenue.

MW uses an integrated weed management approach at the Quiet Lakes and Tidal Waterways. This approach consists of mechanical raking and herbicide treatment.

3.4.3 Parks Victoria responsibilities

Parks Victoria is responsible for boating safety within the tidal waterways under the Marine Safety Act 2010. As the waterway manager, Parks Victoria applies and enforces the 'Vessel Operating and Zone Rules' to promote safe boating practices. This ensures that the tidal waterways remain safe for recreational boating, contributing to the overall enjoyment and safety of the waterways for all users.

3.4.4 Artificial beach maintenance targets and measures

The section of the Plan that relates to artificial beach maintenance is replicated in Table 6. KCC is required to fund, manage and maintain sand beaches for the function of recreational benefit. The Plan is silent on sand renourishment responsibilities.

[13] Kingston City Council (2022) *Our Local Waterways: Kingston's Integrated Water Strategy*

Table 6: Section of the Plan relating to Beach Maintenance

Asset	Landowner	Function	Responsible Agency	Funding	Management Service(s)	Target	Measure
Sand Beaches	MW	Recreational benefit	KCC	Rate Revenue	Manage and fund maintenance activities to the sand beaches (this does not include sand renourishment).	Ensure sand beaches have no more than 10% weed cover or loose debris.	Performance assessed annually by reference to KCC record of incident response.

The most recently available schedule for Beach Maintenance planned for FY23/24 is outlined in Figure 3 below.

Figure 3: Patterson Lakes Waterways planned beach maintenance schedule FY23/24

Patterson Lakes Waterways - Beach Maintenance 2023/24 delivered by Melbourne Water for Kingston City Council

QUIET LAKES

Service	FREQUENCY PER ANNUM	SCHEDULED SERVICE DATES 2022/23											
		JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Beach Maintenance of the sand areas (including Debris Raking & collection, Beach Planing followed by Weed Spraying)	6	■		■		■		■		■		■	
Beach Spraying	6	■		■		■		■		■		■	
Sand Retrieval	1		■										
clearing of spoon drains to remove sand buildup	2					■				■			

TIDAL WATERWAYS

Service	FREQUENCY PER ANNUM	SCHEDULED SERVICE DATES 2022/23											
		JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Beach Raking & Debris Collection	6	■			■		■		■		■		■
Beach Spraying	6	■			■	■	■		■		■		
clearing of spoon drains to remove sand buildup	2						■				■		

Notes:
Please note the following:
Maintenance will generally begin the first week of the month unless other wise advised.(Please Note times may vary throughout the month as access to locations via the barge will be based on suitable tide times, height and access in and around moorings.)

3.5 Summary

The historical development and management of Patterson Lakes illustrate a complex interaction between urban planning, flood control, and community expectations. The transformation of the area from low-lying, flood-prone land into a residential suburb with man-made canals and lakes led to significant legislative and structural changes. Initially, the Dandenong Valley Authority, through a Special Precept Rate, managed the area. Responsibility for maintenance and funding shifted to Melbourne Water following the merger with the Dandenong Valley and Western Port Authority, accompanied by legislative amendments that formalised consultation requirements with residents.

The evolution of the funding model, from property value rates to cost-reflective charges, reflects broader microeconomic and water sector reforms aimed at enhancing transparency and equity. The Patterson Lakes IR, initiated in response to community concerns, highlights the need for an outcomes-based and accountable management framework. The Review's recommendations emphasise collaborative governance, sustainable funding, and equitable service provision, balancing public and private interests.

The next chapter will provide an evaluation of the conclusions and recommendations of the IR Report.

4. Evaluation of the Independent Review findings and recommendations

This section evaluates the conclusions and recommendations of the IR Report regarding beach maintenance services. It assesses the potential implementation challenges following the report's delivery and addresses the difficulties experienced in managing beach maintenance since the IR Report was completed.

4.1 Removed a regulated source of revenue for beach maintenance services

The IR Report recommended discontinuing the Precept Rate, which had been a regulated revenue source for beach maintenance services. The regulated pricing process mandated transparency and formal consultation, ensuring that the service provider outlined the basis for the regulated price and engaged with ratepayers on:

- Proposed activities for the forthcoming year
- Detailed forecasts of efficient expenditure directly related to those activities
- Proposed prices and estimated revenue for each special drainage area

The service provider was obligated to:

- Propose prices that did not exceed the efficient level of related expenditure
- Submit proposed prices, detailed expenditure forecasts, and service levels to the Commission for approval 30 days before the regulatory year
- Record actual costs and revenue for each drainage area, subject to the ESC review

This system allowed ratepayers to understand service fees and incentivised efficient service delivery. By discontinuing the Precept Rate, the IR removed these regulatory benefits and ESC oversight.

4.2 Failed to address the question of sand renourishment of Tidal Waterways beaches

Despite recognising that the Tidal Waterways beaches are intrinsically linked to public recreation, the IR Report did not provide any findings, conclusions, or recommendations concerning the responsibility for the renourishment of artificial beaches within the Tidal Waterways or their funding sources. The report's conclusions omit mention of the Tidal Waterways' artificial beach areas, contrasting with the explicit reference to the renewal costs of retaining walls, which also serve as interfaces between the Tidal Waterways and waterfront properties. The reason for this omission remains unclear. However, the lack of allocated responsibility in Option 1 has resulted in residents' concerns regarding beach erosion and the associated public safety risks.

The Victorian Government classifies sand renourishment of Port Phillip Bay's natural beaches as a capital project. The DEECA receives periodic funding to execute renourishment projects at designated locations following a Business Case evaluation. A recent example is the Whitecliffs renourishment, part of the Blairgowrie to Tootgarook project, as shown in Figure 4.

Figure 4: Blairgowrie to Tootgarook beach renourishment (Whitecliffs) works



Source: https://www.marineandcoasts.vic.gov.au/coastal-programs/port-phillip

Beach renourishment is therefore similar in nature to renewal of retaining walls, suggesting it would have been logical for the IR to consider it a capital works item alongside the various other capital costs related to Patterson Lakes Waterways.

4.3 Incomplete expert consultation and hasty recommendations

The poorly worded findings and conclusions of the IR Report, lacking robust empirical evidence, caused significant uncertainty and confusion, and the financial implications of some recommendations suggest that the IR did not consult with local government finance and regulatory economic experts.

As an example, the Review recommended a model of shared responsibilities, assigning various functions across Patterson Lakes Waterways to KCC, Melbourne Water, and Parks Victoria. However, the IR Report did not explicitly recommend that KCC fund and deliver beach maintenance services.

The first instance where beach maintenance is linked to KCC appears on page 96, stating, "The Review concludes that cost efficiencies might be achieved if the following services were undertaken by the nominated authorities as shown in Table 6." This table is replicated below as Table 7.

Table 7: Allocation of Management Responsibilities for the Patterson Lakes Waterways

Authority	Tidal Canals, including Whaler's Cove & Pier One	Mariner's Cove/Inner & Town Centre Harbour	Quiet Lakes
• Kingston City Council	• Beach raking • Promenade maintenance & cleaning • Litter & debris removal • Beach weed control • Grass mowing at access points • Maintenance of drains and pits • Enforce Planning ordinance compliance.	• Beach raking • Promenade maintenance & cleaning • Litter & debris removal • Beach weed control • Grass mowing at access points • Maintenance of drains and pits • Enforce Planning ordinance compliance.	• Beach raking • Litter & debris removal • Beach weed control • Grass mowing at access points • Maintenance of drains and pits • Civil works outside MW Title. • Enforce Planning ordinance compliance.
• Parks Victoria	• Dredging • Waterweed control • Retaining wall maintenance • Jetty maintenance and replacement • Waterway Management (under the Marine Safety Act).	• Dredging • Waterweed control • Retaining wall maintenance • Jetty maintenance and replacement • Waterway Management (under the Marine Safety Act).	• Sand retrieval (if deemed appropriate) • Waterweed control.
• Melbourne Water	• Tidal floodgates operation and maintenance. • Interconnecting pipelines and pumps maintenance & operations.	• Tidal floodgates operation and maintenance. • Interconnecting pipelines and pumps maintenance & operations.	• Bore and groundwater supply. • Interconnecting pipelines and pumps maintenance & operations. • Water quality monitoring and improvement program. • Algae monitoring. • Solar Bee. • Civil works within MW Title.

The allocation of functions lacked empirical evidence and relied on the following justifications:

- "many services provided by Melbourne Water are already part of the routine works programs of

Council, DSE, and Parks Victoria" – suggesting that KCC has overlapping responsibilities and capabilities with Melbourne Water regarding beach maintenance.

- "(C)ost efficiencies might be achieved if the following services were undertaken by the nominated authorities" – implying that KCC possesses the necessary expertise and resources to deliver beach maintenance functions at Tidal Waterways and Quiet Lakes at a lower cost compared to Melbourne Water.

It can be inferred from Table 6 (replicated as Table 7) that the authors were comfortable allocating the function of beach maintenance to KCC based on high-level principles rather than an analysis of current practices. The principle suggests that by utilising existing staff and equipment, KCC could reduce the costs incurred by Melbourne Water, leading to lower total costs for beach maintenance services at Patterson Lakes Waterways.

However, the IR Report did not consider significant differences between the Port Phillip Bay beach services delivered by KCC and the beach maintenance services at Patterson Lakes Waterways. KCC faces severe constraints in accessing Tidal Waterways and Quiet Lakes artificial beaches with the equipment used on Port Phillip Bay beaches. These artificial beaches are not as accessible, and Melbourne Water accesses them via waterways using specialised barges operated by trained professionals.

Furthermore, KCC performs Port Phillip Bay beach cleaning as a service to Parks Victoria, for which it receives recurrent grant funding from the Victorian state government ($412k[14] in 2022/23). No equivalent agreement was recommended by the IR Report for KCC to undertake beach maintenance without increasing General Rates Revenue or reallocating funds from other functions.

No government directive requires KCC to perform this function.

The sole reason KCC has taken on this function is because the IR Report listed beach maintenance as a Council function in Option 1, supported only by a statement that there may be cost efficiencies from Council performing the function.

In doing so the IR Report recommended a transfer of services to KCC while simultaneously recommending the removal of the source of funding that gave MW the fiscal capacity to deliver the services. This practice is known as 'cost shifting' in the Australian local government context, "where State and Commonwealth governments oblige councils to extend, improve, create, or take over functions without adequate (or sometimes even any) financial compensation" (Dollery, et al., 2006, p. 349). Cost shifting is widely recognised as a causal factor in the state of permanent financial austerity that Australian local government often finds itself.

This indicates that the IR did not have the benefit of advice from economic and financial advisers with expertise in local government and best practice regulatory economics.

[14] City of Kingston (2023) *Adopted Budget 2023/24*, p.64

4.4 Failed to recognise all funding sources available to KCC

The IR Report did not recognise that Victorian local governments could impose a Special Charge with characteristics similar to the Precept Rate. Acknowledging this could have enabled KCC to fund beach maintenance without relying on General Rates Revenue. Instead, the report recommended funding through General Rates Revenue, exposing KCC to risk of significant cost escalations, such as those observed with respect to Tidal Waterways in Financial Year 2023.

Costs are discussed in more detail in Section 5.

4.5 Inconsistencies and ambiguities in the recommended management framework

As outlined, the IR Report recommended Option 1 for future institutional and governance arrangements for Patterson Lakes Waterways. This option suggests managing the Quiet Lakes and Tidal Waterways holistically under the Water Act, integrating them into Melbourne Water's regional drainage network and floodplain management jurisdiction.

However, Option 1 in the IR Report is fraught with inconsistencies and ambiguities, rendering implementation practically impossible under current legislative and regulatory frameworks applicable to MW and KCC. Examples include:

- **Paragraph 4:** "Any additional service provision required and agreed to by the stakeholders would be costed, and funded equitably by the respective beneficiaries, on a project basis." The term "additional service" is not clearly defined. It is unclear what distinguishes an additional service from core services, which are also undefined. Stakeholders may have differing interpretations, leading to disputes and challenges in reaching agreements.
- **Paragraph 9:** "Melbourne Water, Kingston City Council, and Parks Victoria should deliver services related to their respective responsibilities, and this service provision should be based upon separate contractual Agreement/s." The responsibilities of Melbourne Water, KCC, and Parks Victoria are not explicitly defined. Furthermore, it is ambiguous whether the contractual agreements are intended between the three institutions or between each institution and the residents. If agreements are with residents, it is unclear whether there should be a joint contract involving all three institutions or separate individual contracts.
- **Paragraph 10:** "Melbourne Water should respond to the Essential Services Commission that the costs for operations, maintenance, and future capital works to deliver these functions, be included within its total 2013 Water Plan budget under the Melbourne Metropolitan Waterways and Drainage Charge." The term "these functions" is unspecified, leaving ambiguity about which specific operations, maintenance, and capital works are included. The document does not detail the scope and scale of these activities or the nature of the required future capital works.
- **Paragraph 11:** "The Precept Rate in its current form is no longer charged after the 2012-13 Financial Year." The phrase "in its current form" appears here but not in the earlier mention of the cessation of the Precept Rate in paragraph 3. This inconsistency creates confusion about whether the Precept Rate

will be modified or entirely abolished. The lack of clarity on the Precept Rate could lead to different interpretations about its continuation, causing uncertainty and resistance among stakeholders during the transition.

4.6 Inconsistent application of criteria to determine public recreation benefits of artificial beaches

The IR Report selectively highlights public recreational activities in accessible parts of the Tidal Waterways while minimizing the impact of restricted access to the artificial beaches. It observes and emphasizes activities such as boating, fishing, and canoeing in accessible areas but fails to adequately consider that the artificial beaches are inaccessible to the general public.

For instance, the report states, "The Review inspected the Tidal Waterways and observed people in boats fishing, people canoeing as well as the usage of a jet ski." This observation supports the argument for public funding, yet it overlooks the lack of similar public activities on the sandy beaches. Additionally, the report acknowledges, "Land-based access to the Tidal Waterways is extremely limited...public land-based access is through the Melbourne Water depot area, which is presently fenced and locked." This restricted access is significant and undermines the report's conclusion about the public benefits of these areas.

This selective observation leaves open the interpretation of the public benefits of the artificial beaches. The reasoning follows that since the Tidal Waterways provide public recreation benefits, the artificial beaches do too, justifying funding maintenance costs of those beaches from General Rates Revenue.

The IR Report applies inconsistent standards in evaluating the public recreation benefits of Quiet Lakes and the Tidal Waterways. For the Quiet Lakes, the report concludes they do not serve a public purpose due to restricted access, resulting in private benefits for adjoining residents. It states, "The Review concludes that the Quiet Lakes are not exclusively used for a public purpose – this will have an effect on the Review's recommendations with respect to funding allocation for services."

In contrast, it implies that the Tidal Waterways serve a public purpose: "The Review considers the Tidal Waterways to clearly be a place for public recreation and enjoyment." This is despite the report noting on the same page that the Tidal Waterways suffer from similar public access restrictions: "[The artificial beaches] are not significantly used by the public, or that they are, in many instances, incapable of public access, primarily due to many beaches being fronted at the water's edge by rock walls and beaching."

It appears that the IR Report authors applied inconsistent criteria, downplaying restricted public access to Tidal Waterways beaches while highlighting it for Quiet Lakes. This inconsistent application has led to logically flawed and inequitable conclusions about the public recreational benefits derived from artificial beaches at Quiet Lakes and Tidal Waterways, which in turn has led to flawed conclusions by KCC regarding the rationale for publicly funding artificial beach maintenance at both locations.

4.7 Conclusion

The evaluation of the IR findings and recommendations highlights several critical issues regarding the management and funding of beach maintenance services at Patterson Lakes Waterways. The IR's recommendation to discontinue the Precept Rate has inadvertently removed a transparent and regulated source of revenue, thereby eliminating the benefits associated with oversight by the Essential Services Commission.

Furthermore, the IR failed to provide clear guidance on the responsibility and funding for sand renourishment of Tidal Waterways beaches, leaving a significant aspect of beach maintenance unresolved. The report also generated confusion through poorly worded findings and conclusions that lacked robust empirical evidence, particularly in the allocation of management responsibilities. The proposed shared responsibility model, while well-intentioned, did not consider the practical challenges and constraints faced by the KCC in delivering beach maintenance services.

The IR failed to recognise alternative funding sources, such as a Special Charge introduced by KCC. Acknowledging this could have enabled KCC to fund beach maintenance from revenue raised from those exclusively and directly benefiting from the services. Instead, the report recommended funding through General Rates Revenue, exposing KCC to risk of significant cost escalations.

Inconsistencies and ambiguities in the recommended management framework, along with the selective application of criteria to determine public recreation benefits, have led to flawed conclusions.

The findings of this evaluation call for a reconsideration of the IR Report's recommendations, with a focus on establishing clear, evidence-based guidelines and funding mechanisms that reflect the unique challenges of managing artificial beaches within the Patterson Lakes Waterways.

5. The private benefits of Patterson Lakes artificial beaches

The pivotal question of this review is to ascertain whether Patterson Lakes Waterways' artificial beaches serve a public or private purpose, and to determine the extent of the benefits derived by the public versus a specific group, such as adjoining landowners. This distinction is fundamental for evaluating reform options. The question of public versus private benefits from the artificial beaches has plagued policy development, shaped how policy has been implemented, and had profound consequences for the degree to which KCC has been exposed to financial risks.

To the best of MJA's knowledge, this has not been considered from an economic perspective previously. This section will explore this in detail, aligning conclusions with the IR's findings on the private nature of benefits and judicial rulings.

5.1 Summary of findings

Although the IR drew clear conclusions regarding the public and private benefits of the waterways, it did not consider the public versus private function and benefits of the **artificial beaches** in detail. Nor has this been considered in detail in the broader literature reviewed by MJA.

It is therefore necessary in this section to outline MJA's arguments as to why the function of the artificial beaches of the Quiet Lakes and Tidal Waterways is private in nature and why the benefits derived from those beaches accrue exclusively to the properties that adjoin those beaches. This is necessary to support conclusions regarding the most appropriate institutional and governance arrangements for beach maintenance services, including renourishment to address public safety concerns, and the most efficient funding mechanisms.

There appears to be a prevailing assumption among some households that are adjacent to artificial beaches that the public function and benefit of the retarding basins and waterways extend to the artificial beaches and that arguments with respect to management and funding also apply to the artificial beaches. However, MJA is of the view that the evidence does not support this conclusion.

This review concludes that the overwhelming evidence supports a conclusion that the artificial beaches of Patterson Lakes provide an amenity and recreation purpose that is of benefit to a group of clearly identifiable properties that adjoin the beaches. Our conclusion is consistent with Dwyer DP (VCAT) who found "(t)he so-called 'beaches' are not a natural part of the lake, and there is no direct evidence before me that works such as sand retrieval form a necessary part of works required to maintain the water ecosystems, or the drainage system." (para. 55, VCAT P2755/2017 & P2094/2017).

5.2 The artificial beaches of Patterson Lakes Waterways provide private benefits to a small, clearly identifiable group

The IR found that the "Tidal Waterways are clearly used by the public for recreational purposes and are accessible by watercraft" (IR, 2013, p.58) and reported that when the IR "inspected the Tidal Waterways (it) observed people in boats fishing, people canoeing as well as the usage of a jet ski (and) many of the submissions referred to their regular use by recreational and community groups for boating, kayaking, canoeing and fishing." (IR, 2013, p.55-56).

From this, the IR concluded that, in economic terms, the Tidal Waterways are public goods due to these public recreational benefits. This in turn justified "(g)overnment intervention (due to) the community, social and economic benefits of recreational areas. The benefits of open access to recreational areas provides a basis for the government to under-recover its costs and not apply its general policy of full cost recovery" (IR, 2013, p.58).

The IR partly relied on this argument to support its recommendation that MW manage, operate and maintain the Tidal Waterways functions, the Precept Rate cease and be replaced by a funding framework that augments the Melbourne Metropolitan Waterways and Drainage Charge (IR, 2013, p.76).

While it is true that the Tidal Waterways meet the definition of a public good[15] that is not the case for the artificial beaches of the Tidal Waterways.

A public good has two properties to differentiate it from a private good:

- **Non-rival consumption:** consumption by one individual does not reduce the benefits derived by all other individuals.
- **Non-excludability:** consumers cannot, at less than prohibitive cost, be excluded from enjoying the benefits derived from the good.

In the view of MJA the artificial beaches of both the Tidal Waterways and Quiet Lakes largely satisfy the property of non-rival consumption. However, it is clearly not possible for people other than residents of households adjacent to the artificial beaches to enjoy the amenity and recreational benefits.

Yet, it is also not possible to exclude those residents from enjoying the recreation and amenity benefits of the artificial beaches that are accessible from each location.

Public goods with this characteristic are classified as **Local public goods**.

Local public goods differ from public goods because they are only available to people within a certain locality or community rather than in general. Their consumption is non-excludable among the defined local population but is excludable to outsiders. Put differently, private benefits are enjoyed by a small group of clearly identifiable properties and their occupants.

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[15] A public good was first defined by Samuelson (1954) as a good 'which all enjoy in common in the sense that each individual's consumption of such a good leads to no subtraction from any other individual's consumption of that good' in contrast to private goods which 'can be parcelled out among different individuals'.

5.2.1 Evidence that Tidal Waterways artificial beaches provide private benefits to a small, clearly identifiable group

The high degree of excludability in place is evidence of private benefits from Tidal Waterways artificial beaches.

There appear to be two possible avenues for the public to access the Tidal Waterway beaches. The first is the Melbourne Water depot area, which is fenced and locked, and is not signposted in any respect to indicate a right of way for the public. The second is via a handful of steeply sloped undeveloped areas immediately adjacent to certain culverts and bridges. 'Goat track' informal pathways have developed over time at some of these locations. However, it would be unreasonable for a member of the public to interpret this as a wayfinding initiative with the intent of signalling public access.

Even if members of the public did gain access via either of these avenues, access would be limited to only a small portion of the Tidal Waterways beaches. Some residents have constructed fences across the artificial beach that adjoins their property, presumably to discourage passage by other residents. In other instances, residents have placed furniture, fire pits, trampolines and watercraft such as kayaks on the artificial beaches.

Figure 5: Equipment stored on Tidal Waterways beach



This supports a conclusion that the artificial beaches of the Tidal Waterways are for some residents viewed as extensions from the private property that adjoins the beach, rather than a public easement for the purpose of public recreation.

The IR Report commentary on the Tidal Waterways artificial beaches is consistent with these findings.

The IR found that the Tidal Waterways were accessed by the general public for sightseeing, especially during the Christmas festive period (IR, 2013, p.33). This suggests that the artificial beaches may contribute to the amenity enjoyed by these members of the public. However, there is no evidence to suggest that the presence of artificial beaches is a key reason for people visiting the Tidal Waterways.

"land-based access to the Tidal Waterways beaches is extremely limited, primarily available to adjoining residents. During our visit we observed that maintenance staff and residents could access these areas, but access was impeded by unlawful structures and difficult terrain in some parts.

In the absence of public boat ramps, the Tidal Waterways beaches offer limited public access. Private jetties, mooring rights, and physical barriers such as rock walls contribute to this limited accessibility, reinforcing the notion that the beaches primarily serve as a private benefit to adjoining residents".

5.2.2 Evidence that Quiet Lakes artificial beaches provide private benefits to a small, clearly identifiable group

For the Quiet Lakes, there are a handful of access points to the artificial beaches; however, there are large, prominently placed signs clearly indicating that the beaches are private property for the enjoyment of residents only (see Figure 6).

Site visits by MJA to the Quiet Lakes beaches on 21 November 2023 further reinforced the notion of private amenity benefits for residents adjacent to these artificial beaches. The visits highlighted the very clear signalling from signage and wayfinding infrastructure that the artificial beaches are not for the general public to enjoy:

Lake Legana: Access is predominantly through adjoining private properties, with limited public road access. Signs discourage public access, and observational evidence supported this during the visit.

Lake Illawong: Access is restricted to adjoining properties, with land-based entry possible only through what appeared to be a locked gate.

Lake Carramar: Access appeared to be similarly restricted, with signs clearly indicating that it is private property.

However, in contrast to the Tidal Waterways, no structures such as fences have been built on the easement, and it is less common for residents to impede free passage by placing items on the artificial beaches adjoining their properties. This supports a conclusion that excludability from the enjoyment of the recreation function applies to non-residents. Residents appear to enjoy full access to the entirety of the artificial beach that their property adjoins.

Lake Legana is the largest of the Quiet lakes with a relevant interacting group of 127 households. The smallest is Lake Caramar, with 34 households.

Figure 6: Signage at Lake Legana



The Victorian Civil and Administrative Tribunal (VCAT) ruled on the Special Charge levied by KCC to recover costs of beach maintenance services for properties adjacent to the Quiet Lakes. It provided a detailed analysis of the special benefits these services confer on the abutting properties. The tribunal's decision is grounded in the principle that services providing direct and exclusive benefits to specific properties justify a targeted charge on those properties.

The ruling highlights that the Quiet Lakes area, comprising Lake Legana, Lake Illawong, and Lake Carramar, is a private residential waterfront community with limited public access. This restricted access ensures that only the properties directly abutting the lakes enjoy the recreational and aesthetic benefits of the beach maintenance services. "A feature of the development was that the land was developed as a private residential waterfront community, with limited public access to the waterways" (p. 7). The special charge scheme in place from 1 August 2017 – 30 June 2022, which levied each of the 284 rateable properties a flat fee of $173.92 per annum. It was designed to cover the costs of services that enhance the amenity value of the lakes exclusively for these properties (p. 2).

These services ensure that the artificial beaches are maintained for the exclusive recreational use of the residents, thereby providing a tangible and special benefit. "The abutting residents have a clear expectation that a higher-level service will be provided in relation to the maintenance of the lakes and waterways, over and beyond their drainage function, to enhance their amenity value, and to enable the lakes and waterways (and the immediately surrounding 'beaches' and reserve) to be used for recreational purposes" (p. 10).

The tribunal emphasises that the maintenance services go beyond basic drainage and water quality functions, aiming instead to enhance the recreational and aesthetic qualities of the lakes for the abutting residents (p. 15).

In conclusion, the VCAT ruling provides robust evidence that the benefits of the beach maintenance services funded through the Special Charge are predominantly private in nature. The restricted access to the Quiet Lakes and the specific enhancements to property value and recreational use for the abutting residents justify the targeted charge. "The land abutting the Quiet Lakes arguably enjoys a special benefit, by virtue of the direct and restricted access to the lakes, and the value and use of the land is arguably enhanced by safe and suitable beach maintenance" (p. 17).

5.3 Who should pay for private benefits?

Private beneficiaries of goods and services have an incentive to pay for the provision of those goods and services. However, where a good or service provides private benefits to a small, clearly identifiable group, there is an incentive for each member of the group to 'free-ride' on the contributions made by other members of the group, in the hope that they will be able to contribute less but still enjoy the group benefit. This typically results in an under provision of the beneficial service because private sector providers find that it is difficult to recover the full willingness to pay from each member of the group because some members engage in free-riding behaviour.

The viability of private delivery hinges on the practicality and cost-effectiveness of preventing non-payers from accessing the goods. The presence of 'free-riding', where individuals benefit from a good or service without contributing to its cost, can significantly hinder the market's ability to supply these goods adequately. Without effective mechanisms to exclude non-contributors, there is a risk of these goods being underprovided, as the market fails to capture the full value of the service for all beneficiaries.

This will lead to an inefficient outcome because the quantity of the service provided will be less than the quantity demanded. For example, the efficient quantity of sand renourishment at Tidal Waterways is greater than zero because at some point the degree of erosion will increase to the point where it is a threat to the safety of the users of those beaches.

A public institution can step in to ensure that the efficient quantity of the service (in this case, sand renourishment) is provided. Doing so overcomes the free-rider effect that is a barrier to private sector service provision. The public sector institution 'completes the market' by ensuring the efficient level of demand is met.

This does not mean the public institution should also fund the service. The public sector institution typically 'completes the market' with the intent of recovering the costs of provision through a mechanism such as an annual charge paid by members of the private beneficiary group.

This explains why a Special Precept Rate had been applied to residential properties to recover the costs of provision of various maintenance works, including beach maintenance, since 1975.

KCC continued this practice by introducing a Special Charge in 2017 payable by property owners benefiting from Quiet Lakes beach maintenance services, following the transfer of beach maintenance responsibilities to KCC under the Management Plan. KCC opted to recover only 49% of the total costs through the Special Charge, presumably reflecting a belief that some minimum level of service should be provided and only the costs of providing services that were provided over and above the minimum should be recovered through the Special Charge.

However, in the view of MJA this was not necessary because there is no public benefit derived from the artificial beaches at Quiet Lakes. This is consistent with Dwyer DP who stated "some might hold the view that, given the restricted access to Quiet Lakes, and the fact that the residents whose properties abut the Quiet Lakes enjoy special and private recreational benefits that are not generally available to the public at large, the 51% community contribution to the works is generous." (VCAT P2755/2017 & P2094/2017, para. 105). That arrangement came to an end on 30 June 2022 and beach maintenance services are now funded by an allocation from General Rates revenue.

In making its ruling on the validity of the Special Charge, VCAT noted that the development of the Quiet Lakes area as a private community with limited public access created a scenario where the benefits of beach maintenance services are not widely shared by the broader community. This restricted access underpins the rationale for the Special Charge, as the services provided directly enhance the value, use, occupation, and enjoyment of the properties abutting the lakes (p. 8).

The ruling further elaborated that the Council's decision to implement the Special Charge scheme was supported by historical context and practical considerations. The Council's resolutions, surveys of residents to determine their support for contributing toward an annual special charge[16], and ongoing advocacy for state funding[17] demonstrate a systematic approach to recognising and addressing the special benefits conferred on the properties in question.

The VCAT 2017 ruling affirmed that the Special Charge is a fair and appropriate mechanism to fund the beach maintenance services, ensuring that those who receive the special benefits are the ones who bear the costs (p. 18).

5.4 Why it is economically efficient for the beneficiaries to pay for local public goods

The framework applied by the ESC in its determination of the Quiet Lakes bore flushing tariff outlines the economic rationale for recovering costs from the beneficiaries of local public goods.

When considering whether it is economically efficient for a tariff or charge or fee to recover the costs of providing services to a small, clearly identifiable group, the ESC considers:

- the extent to which the proposed tariff would result in the promotion of efficient use of the services by consumers[18]; and

[16] City of Kingston (2016) Ordinary Meeting of Council Monday, 25th July 2016, Agenda Item No: 10.4, p. 363
[17] City of Kingston (2017) Ordinary Meeting of Council Monday, 27th February 2017, Agenda Item No: 10.5, p. 182
[18] WIRO clause 8 (b)(i)

- provide price signals about the efficient costs of providing services to customers[19].

In the case of the Quiet Lakes bore flushing tariff, the ESC concluded that the allocation of a tariff to consumers that benefit from the services would promote efficient use of the services because the consequences of inefficient demand would be felt financially by the beneficiary. The tariff would also provide appropriate price signals to indicate what the efficient costs of delivery are.

The ESC concluded that a user pays approach to recovering the costs of the services is appropriate and efficient for the following reasons:

- The residents adjacent to Lake Legana and Lake Illawong are the primary beneficiaries of the services covered by the bore flushing tariff, and thus the user pay approach promotes the efficient use of those services by the residents.
- It is efficient to allocate costs to the residents and achieve cost reflective pricing where the residents are the clear primary beneficiaries of the services.
- The residents place value on the bore flushing and monitoring services and want those services to be provided.

5.5 Conclusion

The analysis of Patterson Lakes Waterways' artificial beaches demonstrates that the benefits derived from these beaches are predominantly private, serving a specific group of properties that directly adjoin them. While the Tidal Waterways offer public recreational benefits that justify their classification as public goods, the artificial beaches do not meet the criteria of non-rival consumption and non-excludability to the broader public.

Evidence supports the conclusion that these beaches function as local public goods, providing exclusive recreational and amenity benefits to adjacent residents. The IR's observations, site visits, and judicial rulings consistently indicate restricted public access and significant private use, reinforcing the notion of private benefit.

Given this private nature, it is economically efficient for the beneficiaries—namely, the adjacent property owners—to bear the costs of maintaining these beaches. Mechanisms like the Special Charge ensure that those who directly benefit from the services contribute to their provision, thereby overcoming issues related to free-riding and under-provision.

The governance and funding of artificial beach maintenance should reflect the private benefits conferred, with targeted charges on the benefiting properties being a fair and efficient approach. This aligns with economic principles and judicial findings, ensuring sustainable and equitable management of Patterson Lakes' artificial beaches.

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[19] WIRO clause 11(d)(ii)

6. Challenges with beach maintenance

The purpose of this chapter is to identify the challenges faced by KCC and MW in managing and maintaining the beaches to meet community expectations.

Institutional arrangements are the organisations, the rules under which they operate and their functions and practices. Governance is the system by which one or more institutions are controlled and operate, and the mechanisms by which they, and its people, are held to account. Objective setting, ethics, risk management, compliance, and administration are all elements of governance (Governance Institute of Australia, 2018).

Institutional and governance issues are restraining efficient and effective solutions to the underlying problems.

The following four problem statements encapsulate the challenges faced by KCC and MW in artificial beach maintenance.

6.1 Financial constraints

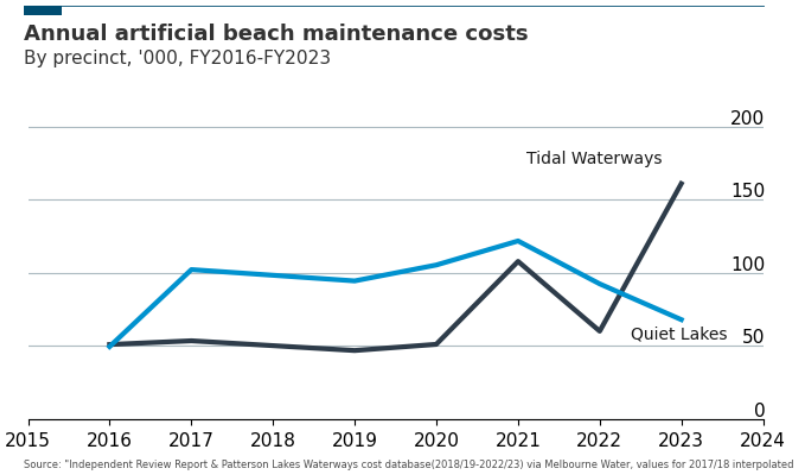
KCC faces substantial financial burdens in funding beach maintenance, with operational costs and asset maintenance expenses significantly impacting the budget.

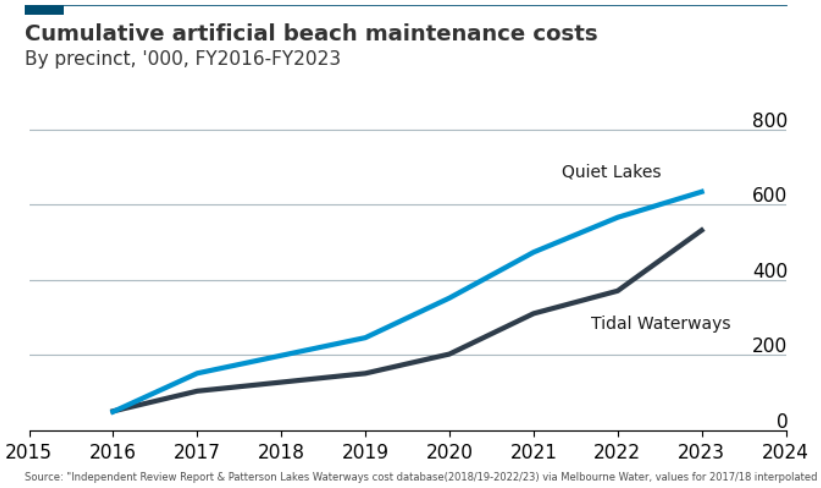
The financial impact of beach maintenance on KCC is well-documented. Operational costs for beach maintenance have escalated from around $200,000 per annum to now around $350,000 per annum.

The decision to ban glyphosate had a documented financial impact. The shift to alternative weed control methods in 2020 resulted in an increase in maintenance costs Council-wide of approximately $1 million. This significant rise in expenditure is reflected in Council financial reports and illustrates the budgetary consequences of the policy change.

The lack of a dedicated revenue stream exacerbates this issue, creating instability and complicating long-term financial planning. Balancing financial sustainability with community values requires careful consideration of both the benefits and costs associated with maintenance practices. Implementing a more stable funding mechanism and reassessing the overall maintenance strategy could help alleviate the financial pressures on the Council and ensure the continued maintenance of the beaches.

The following charts illustrate the financial challenges faced by KCC. The first figure shows the annual artificial beach maintenance costs by precinct from FY2016 to FY2023, highlighting the significant cost increases for both Tidal Waterways and Quiet Lakes. The second figure provides a cumulative view of these maintenance costs over the same period, demonstrating the escalating financial burden on the Council.





6.2 Policy and process inefficiencies

The local government decision-making process often lacks an appeal or submission process and does not provide adequate opportunities for stakeholders to study the basis for decisions, challenge unsubstantiated claims, offer evidence-based counterarguments, or influence decisions that will impact them. This lack of transparency can hinder optimal policy outcomes.

An example of this is the decision by KCC to re-enter the Management Plan with MW without renewing the corresponding funding mechanism. This decision was made based on a resolution put to Council at short notice and without evidence-based or expert input on the potential consequences for KCC. Had there been an opportunity for such input, it is highly likely that a submission would have

demonstrated that eliminating the Special Charge scheme, which generated approximately $49,000 annually, would exacerbate the financial challenges for KCC rather than improving the situation.

This example illustrates the need for a more robust, transparent, and evidence-based decision-making process. Implementing such a process would likely result in policy outcomes that are prudent, efficient, and effectively address the practical and financial challenges faced by the responsible institution.

The local government decision-making process often lacks alignment with principles of prudence, efficiency, and effectiveness. The absence of an appeal or submission process and insufficient transparency in decision-making hinder optimal policy outcomes.

The governance structure does not provide adequate opportunities for stakeholders to study the basis for decisions, challenge unsubstantiated claims, or offer evidence-based counterarguments.

The divergence between Council Report recommendations and Councillor decisions has created notable challenges in managing and maintaining the Patterson Lakes Waterways. This divergence is exemplified by the decision to allocate only $80,000 per annum to Melbourne Water for beach maintenance, a sum significantly lower than the actual costs incurred when Melbourne Water was responsible for these services under the Precept Rate.

The initial Report recommendation was for a more prudent financial allocation, highlighting the real costs of maintaining the beaches. For instance, Melbourne Water's expenses for beach raking, debris collection, and weed spraying in the Tidal Waterways alone amounted to approximately $98,500 annually, while the Quiet Lakes required an additional $62,916, bringing the total to $161,416 per year. Despite these detailed cost analyses, Councillors opted to allocate only $80,000 annually[20].

The financial strain imposed by this insufficient allocation became evident as the reduced budget could not cover the necessary maintenance activities. Council then had to work with Melbourne Water to develop a maintenance schedule that fit within the constrained budget. This resulted in significant service reductions and lower maintenance frequencies by around 50%, which were inadequate to meet community expectations and maintain the beaches' condition.

Moreover, the Officers had also considered alternative funding mechanisms, such as introducing a special rate or levy for properties benefiting from the services. These discussions aimed to establish a more sustainable and equitable funding model that would align with the actual costs and service needs. However, the final Council resolution did not incorporate these recommendations, leading to continued financial instability and suboptimal service levels.

Likewise, the decision to eliminate the Special Charge scheme from 30 June 2022, which partially funded beach maintenance, resulted in financial instability. This scheme, previously generating approximately $49,000 annually, provided a dedicated revenue stream that partially mitigated the financial burden on Council's general rate revenue. Without it, Council now fully funds maintenance

[20] City of Kingston (2015) Ordinary Meeting of Council, Monday 27 July 2015 Agenda item 10.4, p. 400

costs from its general rate revenue, increasing financial strain and potentially diverting funds from other essential services.

The absence of transparent and evidence-based decision-making processes is further exemplified by the Council's resolution to re-enter a management plan with Melbourne Water without a corresponding funding mechanism. This decision reflects a failure to align policy decisions with financial prudence and operational efficiency. Despite acknowledging the need for effective weed management strategies, the Council did not address the funding gap created by discontinuing the Special Charge scheme, illustrating the weakness in the Council decision-making process that does not include a formal process of consultation on draft decisions and resolutions made by Council. Had there been a process for submissions to be made on the draft resolution, it is likely that stakeholders would have made submissions highlighting the potential consequences for the financial sustainability of KCC as a result of re-entering into the Management Plan without the benefit of a cost recovery mechanism.

Additionally, the local governance framework does not facilitate effective stakeholder engagement or provide clear avenues for appeals. Residents and stakeholders are often left without sufficient information or opportunities to influence decisions, resulting in a lack of accountability and potential financial exposure for the Council.

Council decisions on beach maintenance at Patterson Lakes Waterways underscore the need for a more robust, transparent, and evidence-based decision-making process. Implementing such a process would be more likely to result in policy outcomes that are not only prudent and efficient but also effectively address the practical and financial challenges faced by the responsible institution.

6.3 Funding mechanisms and their impacts

The reliance on General Rates Revenue for beach maintenance has created funding instability, particularly for Tidal Waterways. The discontinuation of the Special Charge scheme has further exacerbated financial challenges, leaving KCC without a dedicated revenue stream for these services. This instability complicates long-term financial planning and strains the Council's budget.

The reliance on General Rates Revenue for beach maintenance has created significant funding instability, particularly for the Tidal Waterways. This approach has led to financial challenges due to the absence of a dedicated revenue stream. Initially, the beach maintenance was funded through the Precept Rate, which provided a regulated and transparent revenue source. This rate required formal consultation and oversight by the ESC, ensuring that the service provider outlined the basis for the price and engaged with ratepayers on proposed activities and expenditure forecasts.

However, following the discontinuation of the Precept Rate, the Council was left to fund these services through General Rates Revenue. The Special Charge scheme, which was introduced to offset some of these costs, provided an annual revenue of approximately $49,000 but was allowed to expire on 30 June 2022.

This decision left the Council without a dedicated funding mechanism for beach maintenance, forcing it to fully fund the maintenance plan, which is estimated to cost around $350,000 annually, from its

general revenue. This shift places additional financial pressure on the Council's budget, potentially diverting funds from other critical services and projects.

The implications of this funding instability are significant. The absence of a stable and dedicated revenue stream complicates long-term financial planning and strains the Council's budget. This scenario is reminiscent of the cost-shifting that resulted from the poorly justified suggestion that by the IR that KCC be responsible for beach maintenance without adequate financial compensation.

Council now faces the challenge of managing and maintaining the artificial beaches without the financial stability provided by the Precept Rate or a Special Charge scheme.

Moreover, the decision not to expand the Special Charge scheme to include all Tidal Waterways waterfront properties further exacerbates the issue. This decision limits the Council's ability to equitably distribute the maintenance costs among all beneficiaries of the artificial beaches, placing an undue burden on general rates revenue.

The current funding model is unsustainable and highlights the need for a reconsideration of the funding mechanisms to support long-term maintenance and management of the Patterson Lakes Waterways.

Alternative perspectives suggest that the higher general rates paid by waterfront properties should cover the specific service fees for beach maintenance. However, this view conflicts with the principles of horizontal and vertical equity and the wealth tax principle, which states that local government or general rates are based on property values and not on specific service consumption.

6.4 Governance and institutional challenges

The absence of a single lead agency responsible for both funding and delivering beach maintenance services is likely to be the primary factor in the sense of dissatisfaction with the governance and institutional arrangements for beach maintenance services expressed by residents.

As outlined previously, at present KCC is responsible for the funding and delivery of beach maintenance services under the Management Plan. But this is only the case because KCC was allocated this role under the preferred option outlined in the IR Report. Without the intervention of the IR, it is highly unlikely that this set of governance arrangements would have emerged.

Notwithstanding the allocation of beach maintenance responsibilities under the Management Plan, in practice, KCC has contracted MW to deliver beach maintenance services, funded by KCC through payments to MW under a stand-alone agreement. This arrangement is a pragmatic response to the IR Report, reflecting the fact that MW had both the capability and capacity to continue delivery of those services because it had been doing so in both the Tidal Waterways and Quiet Lakes precincts since 1991.

However, the services are in practice provided by a third-party service provider chosen from a MW tender panel, as has been the case since MW became responsible for beach maintenance services in 1991.

Although some residents are aware that MW engages the service provider from its panel, a key difference since the Management Plan was entered into is that residents are advised to direct complaints regarding those services to KCC, not MW. This may be creating a sense among some residents that it is impossible to hold the service provider accountable because residents are unable to engage with the institution that has the contractual relationship with the service provider.

Looked at from the resident's perspective, the governance arrangements may appear unnecessarily complex, resulting in the 'buck stopping with no one'. Most residents are unlikely to have allocated their time to understanding why those arrangements are in place by carefully reading the IR Report or following the subsequent sequence of decisions that led to the formation of the current governance arrangements.

It may be that for some residents the absence of a single institution accountable for the delivery of beach maintenance services that also has the direct contractual relationship with the service provider is seen as falling short of the governance arrangements that were in place prior to the establishment of the IR.

From the perspective of KCC, the governance arrangements may be seen as falling short of best practice because KCC is 'disconnected' from the delivery of the services it is responsible for under the Management Plan. This is because the contractual arrangements are between MW and the third party delivering the services, not KCC and the service provider.

From the perspective of MW, it may be frustrated by the lack of a stable, long-term funding mechanism for the provision of beach maintenance services, since it is responsible for payment under the terms of the panel from which the service provider is selected. It may be perceived that there is a risk that MW will at some point not be fully compensated by KCC for the services MW procures from the service provider, given the volatile arrangements for funding the contract between KCC and MW for beach maintenance services.

In summary, the absence of a single lead agency responsible for both funding and delivering beach maintenance services is likely the primary factor contributing to residents' dissatisfaction with the current governance and institutional arrangements. The existing structure, where KCC is responsible for funding while contracting MW to deliver services through a third-party provider, creates a disconnect in accountability. Residents direct their complaints to KCC, which distances them from the actual service provider, leading to a perception that it is impossible to hold any one party accountable. The complexity of these arrangements, along with KCC's sense of disconnection from service delivery and MW's concerns over unstable funding and compensation risks, further exacerbates the governance challenges.

7. Strategic objectives for reform

A unified approach to refining institutional and governance arrangements for beach maintenance is required to achieve improved customer experience and service delivery, enhanced public safety and reduced erosion.

Four objectives for reform have been developed to address the four problems identified in section 6. The four objectives and how they link to the problem statements is summarised in Table 8, along with the expected benefits from identifying and implementing a reform option that aligns to the objectives.

Table 8: Objectives for and expected benefits of reform to address problems

Problem statements	Reform objectives	Expected benefits
• Financial constraints in beach maintenance funding. • Funding mechanisms and their impacts.	Establish a long-term, stable, and feasible funding source	By adopting a stable funding mechanism, KCC or MW can ensure efficient allocation of resources, reduce financial constraints, and enhance the transparency of beach maintenance funding.
	Demonstrate value for money in delivering agreed Level of Service targets	By demonstrating value for money KCC and MW can ensure that beach maintenance services are delivered efficiently and effectively, providing clear evidence of value for money to all stakeholders.
Policy and process inefficiencies	Integrate stakeholder feedback and expert recommendations into decision-making	a more transparent approach to decision-making that is more likely to result in outcomes that are prudent, efficient, and better address the practical and financial challenges faced by the responsible institutions.
Governance and Institutional Challenges	Principles for decision-making on changes to governance of beach maintenance service funding and delivery	KCC and MW can have confidence that any changes to the governance of beach maintenance services are well-considered, transparent, and effective.

A reform strategy that meets these four objectives will provide a comprehensive, coherent, and targeted response to the challenges, ensuring that governance, funding, evaluation, and communication mechanisms are aligned to improve customer experience and service delivery from beach maintenance services. Each of these objectives is outlined in greater detail below.

7.1 Establish a long term, stable and feasible funding source

KCC and MW have utilised various funding sources for beach maintenance services.

Prior to the establishment of the IR, MW was responsible for funding beach maintenance services. MW raised revenue through the Precept Rate, a dedicated charge applied to all properties with direct access to artificial beaches in the Tidal Waterways and Quiet Lakes Precincts. This rate provided a stable and transparent revenue stream specifically earmarked for beach maintenance. The Precept Rate required formal consultation and oversight by the ESC, ensuring that the service provider outlined the basis for the price and engaged with ratepayers on proposed activities and expenditure forecasts. This system allowed MW to effectively fund and manage beach maintenance activities, ensuring that costs were directly linked to the beneficiaries of the services.

General Rates revenue has been the primary source of funding utilised by KCC. However, from 2017 to 2022, a Special Charge was levied on properties with direct access to the Quiet Lakes only, generating $49,000 annually. This charge covered approximately 49% of the estimated maintenance costs for Quiet Lakes beaches. All costs related to Tidal Waterways beaches have been funded entirely by General Rates revenue. The Special Charge was discontinued in July 2022, leaving General Rates revenue as the sole funding source for beach maintenance services in both Tidal Waterways and Quiet Lakes.

To ensure long-term stability and feasibility in funding beach maintenance, it is essential to establish a dedicated revenue stream that directly recovers costs from the beneficiaries. This approach would reflect the private benefits derived from exclusive access to the artificial beaches and provide a transparent, evidence-based process for cost estimation and public scrutiny.

Both KCC and MW have the authority to introduce such charging mechanisms. KCC can levy a Special Charge under section 163(1) of the *Local Government Act 1989,* and MW is empowered under section 259(1) of the *Water Act 1989.*

By adopting a stable funding mechanism, KCC or MW can ensure efficient allocation of resources, reduce financial constraints, and enhance the transparency of beach maintenance funding.

7.2 Demonstrate value for money in delivery of agreed Level of Service targets

Effective institutional and governance arrangements are essential for ensuring value for money in beach maintenance services. This can be achieved through:

- **Central Coordination:** Establish a central coordination point to promptly address beach maintenance issues, ensure necessary actions are taken, and track resolution progress.
- **Performance Tracking and Evaluation:** Implement systems to track and evaluate performance against agreed Levels of Service. This includes identifying and addressing issues through corrective measures.
- **Competitive Contracting:** Award contracts for beach maintenance services through a competitive process. This ensures MW and/or KCC can meet governance requirements and demonstrate value for

money to residents funding these services.

- **Efficient Service Delivery:** Ensure the institution best placed to deliver beach maintenance services is responsible for achieving agreed Level of Service outcomes at the lowest economic cost. Allocate sufficient resources to consistently meet these targets.
- **Transparent Reporting:** Regularly and transparently report performance against the agreed Level of Service outcomes as outlined in the Management Plan. This provides accountability and allows stakeholders to see the value for money achieved.

By focusing on these strategies, KCC and MW can ensure that beach maintenance services are delivered efficiently and effectively, providing clear evidence of value for money to all stakeholders.

7.3 Integrate stakeholder feedback and expert recommendations into decision-making

To enhance service delivery efficiency and financial sustainability, decision-making processes should provide opportunities for stakeholder feedback on the proposed decision, be grounded in empirical evidence and align with expert recommendations. Adopting a decision-making process with these attributes would:

- allow stakeholders to study the basis for decisions, challenge unsubstantiated claims, and offer evidence-based counterarguments
- provide adequate opportunities for stakeholders to influence decisions that will impact them by involving them early and raising potentially unintended consequences from the proposed course of action
- increase the likelihood that policy decisions are based on comprehensive data analysis, empirical evidence, and best practices, minimising the risks associated with decisions based on unchallenged assertions
- provide a structured approach to evaluating the potential impacts of decisions, leading to more informed and effective outcomes.
- Provide an avenue for reviewing and updating decisions when new evidence comes to hand
- ensure stakeholders have access to relevant information, and establish clear accountability structures.

By adopting a decision making process for beach maintenance institutional and governance arrangements with these attributes KCC and MW can develop a more transparent approach to decision-making that is more likely to result in outcomes that are prudent, efficient, and better address the practical and financial challenges faced by the responsible institutions.

7.4 Principles for decision-making on changes to governance of beach maintenance service funding and delivery

This reform objective outlines principles to guide decision-making on governance changes to improve service delivery and financial sustainability in beach maintenance across the Patterson Lakes area. Whether MW, KCC, or a combination of both serve as the lead agency, adopting these principles will identify effective and unified governance arrangements relative to those currently in place:

- **Clarify Oversight Responsibilities:** Ensure clear and defined roles for oversight in each precinct or the entire Patterson Lakes area. This may involve designating a single lead agency or maintaining shared responsibilities between MW and KCC, but with clarified authority and accountability for managing all aspects of beach maintenance.
- **Realign Contractual Arrangements:** Realign contractual agreements to reflect the updated governance structure. This involves revising existing contracts and negotiating new ones to ensure they align with the governance model, whether it is a refresh of current arrangements or a new designation of roles.
- **Define Roles and Responsibilities:** Clearly define the roles and responsibilities of all parties involved in beach maintenance. This ensures that everyone understands their obligations and how they contribute to overall service delivery, promoting accountability and clarity.
- **Establish a Coordination Mechanism:** Develop a robust coordination mechanism to facilitate communication and collaboration between the lead agency or agencies and all other parties involved in beach maintenance. This includes setting up regular meetings, reporting systems, and shared information platforms.
- **Implement Performance Monitoring:** Establish comprehensive performance monitoring and evaluation systems. This includes setting clear performance indicators, conducting regular assessments, and using feedback to make necessary adjustments, ensuring continuous improvement.
- **Work within regulatory Constraints:** Recognise and consider any regulatory constraints faced by KCC and MW. Ensure these constraints are factored into the governance and contractual arrangements to avoid legal and operational issues.

By adopting these principles, KCC and MW can have confidence that any changes to the governance of beach maintenance services are well-considered, transparent, and effective.

7.5 Options for reform

Six alternative options for reform of institutional and governance arrangements of beach maintenance services have been developed with the aim of providing plausible reform options to achieve the reform objectives.

Table 9 provides a concise description of each model, outlining the proposed adjustments to institutional responsibilities and funding arrangements.

Table 9: Summary of reform option attributes

Option	Institutional responsibilities	Funding mechanism/s
1. Precinct-Based	MW responsible for Tidal Waterways beaches KCC responsible for Quiet Lakes beaches	MW and KCC would introduce a new property-based charge to fund the beach maintenance services provided to the properties in each of the precincts serviced by each institution
2. MW Only Option	MW solely responsible for all Patterson Lakes Waterways beaches	MW would introduce a new property-based charge to fund the beach maintenance services provided
3. KCC Only Option	KCC solely responsible for all Patterson Lakes Waterways beaches	KCC would introduce a new property-based charge to fund the beach maintenance services provided.
4. Self-Regulation Option	An Owners Corporation would be established to be responsible for beach maintenance services at both the Tidal Waterways and Quiet Lakes Precincts. would be established to be responsible for beach maintenance services .	The Owners Corporation would fund beach maintenance services through revenue raised by a charge imposed by the Owners Corporation on member properties.
5. Beach Maintenance Utility Option	would Formation a dedicated utility jointly owned by MW and KCC that has the sole purpose of providing beach maintenance services in both precincts.	The utility would be funded by a new property-based charge introduced by either MW or KCC.
6. Refreshed Management Plan	MW and KCC maintain their current roles and responsibilities for beach maintenance, enhanced by greater transparency for: • KCC as the funding institution • MW as the institution providing the services • Property owners with respect to achievement of agreed Level of Service	Funded by a new property-based charge introduced by either MW or KCC.

The remaining chapters of this report provide a detailed description of each option, a high level overview of implementing the option, potential challenges and mitigation strategies and an evaluation of the option against the reform objectives.

7.6 Conclusion

A unified approach to refining institutional and governance arrangements for beach maintenance is essential to improve customer experience, service delivery, public safety, and reduce erosion. The

four strategic objectives for reform outlined in this chapter directly address the challenges identified in the previous section. These objectives are:

- establishing a stable funding source
- demonstrating value for money
- integrating stakeholder feedback
- adopting clear principles for decision-making on governance changes.

By implementing these objectives, KCC and MW can ensure that governance, funding, evaluation, and communication mechanisms are aligned to meet community expectations and maintain the beaches effectively. This comprehensive and targeted reform strategy will lead to more transparent, efficient, and sustainable beach maintenance practices, ultimately benefiting all stakeholders involved.

Six options for institutional and governance reform designed to meet the strategic objectives are outlined in the following chapters.

8. Option 1 – Precinct-based model

8.1 Overview

This model reallocates responsibilities along precinct lines: MW for the Tidal Waterways precinct and KCC for the Quiet Lakes precinct. The rationale is to assign maintenance responsibilities to the entity best suited for delivering the desired outcomes. MW's expertise and specialised equipment for managing the Tidal Waterways make it the ideal entity for this precinct. Conversely, KCC's experience with local recreational parks and varied stakeholder needs positions it well to manage the Quiet Lakes, where resident concerns are most apparent.

8.2 Funding of services

Under this option, funding responsibilities are clearly divided along precinct lines, ensuring that each entity is accountable for securing the necessary resources to maintain their designated areas.

Melbourne Water

Responsible for funding beach maintenance in the Tidal Waterways precinct. MW would introduce a tariff under section 259(1) of the *Water Act 1989*, subject to determination by the ESC.

Kingston City Council

Responsible for funding beach maintenance in the Quiet Lakes precinct. KCC would introduce a Special Charge under section 163 of the *Local Government Act 1989*, specifically targeting properties that directly benefit from the beach maintenance services.

8.3 Delivery of services

Service delivery is also divided along precinct lines, allowing each entity to utilise its expertise and resources to effectively manage beach maintenance activities.

Melbourne Water

Delivers beach maintenance services in the Tidal Waterways precinct. This includes the use of specialised equipment, such as purpose-built barges, and managing contractors.

Kingston City Council

Delivers beach maintenance services in the Quiet Lakes precinct. KCC can leverage its experience in managing natural beaches and utilise land-based access to maintain artificial beaches.

8.4 Reporting and accountability

Both MW and KCC would commit to transparent and regular reporting on their performance against targets defined in the Management Plan. This would involve informing the community about the

changes in responsibilities and the rationale behind them, as well as providing updates on maintenance activities and outcomes.

Public reporting

Each entity would report performance at least annually, with an ambition to provide quarterly updates where feasible. This ensures that residents are kept informed and can hold the responsible entities accountable.

Community engagement

Enhanced communication through newsletters, public forums, and online platforms would be essential to maintain transparency and build trust within the community.

8.5 Implementation plan

This implementation plan details the sequential steps necessary to reallocate beach maintenance responsibilities between MW and KCC along precinct lines. The plan covers stakeholder engagement, defining roles, securing funding, developing a service delivery framework, and implementing the new responsibilities. It also includes measures for ongoing reporting and accountability to ensure transparency and continuous improvement.

8.5.1 Step 1: Stakeholder engagement and communication

The first step involves identifying all relevant stakeholders, including MW, KCC, and householders adjacent to the beaches. Consultations will be conducted through meetings and workshops to gather input and address any concerns. Following these consultations, a detailed communication plan will be developed to inform residents about the changes. This plan will include the rationale, benefits, and potential impacts of the new responsibilities.

8.5.2 Step 2: Define roles and responsibilities

In the second step, the specific responsibilities of MW and KCC will be clearly outlined. This clarification will ensure that each entity understands its role in the maintenance of the beaches. The existing Management Plan will be finalised, confirming that its performance targets and service standards will be maintained.

8.5.3 Step 3: Secure funding

For MW, a tariff will be introduced under section 259(1) of the *Water Act 1989*, subject to determination by the ESC. The tasks involved include preparing the tariff proposal, submitting it to the ESC, and conducting the necessary public consultations as required by the ESC.

For KCC, a Special Charge will be introduced under section 163 of the *Local Government Act 1989*. This involves identifying properties that will benefit from the services, developing the Special Charge proposal, and conducting public consultations to secure approval from the council.

8.5.4 Step 4: Develop service delivery framework

Kingston City Council will develop operational plans for the Quiet Lakes precinct. This will include ensuring that land-based access and the necessary equipment are in place. Additionally, training will be provided for staff to effectively manage the artificial beaches.

8.5.5 Step 5: Implementation

During this step, decisions will be made on whether to use a glide path that starts the tariff and Special Charge at a value less than required for full cost recovery, to aid affordability. KCC will then begin service delivery in the Quiet Lakes precinct according to the defined plan.

8.5.6 Step 6: Reporting and accountability

Both entities will commit to regular public reporting, at least annually, with an ambition for quarterly updates where feasible. The community will be kept informed about progress, challenges, and outcomes through newsletters, public meetings, and online platforms.

8.5.7 Assessment and review

Annually, a performance review will be conducted to assess performance against the Management Plan's targets and standards. Feedback from residents and stakeholders will be gathered to inform continuous improvement. Based on performance data and feedback, management plans will be revised and adjusted accordingly.

8.6 Potential challenges and mitigation strategies

8.6.1 Political will and support

Engaging with political leaders early is crucial to securing their buy-in for the precinct-based option. By highlighting the benefits of this approach and building a strong case for the beneficiary-pays funding mechanism, political leaders can better understand and support the rationale behind the reform. This early engagement will help create a solid foundation of political will and support for the successful implementation of the new responsibilities.

8.6.2 Resistance to change

Resistance to change is a common challenge in any reform. To address this, it is important to engage in transparent communication with all stakeholders and actively involve them in the decision-making process. Providing clear evidence of the benefits and long-term sustainability of the Precinct-Based Option will help to alleviate concerns and gain the support of those affected by the changes. Through open dialogue and demonstrated advantages, resistance can be effectively managed.

8.6.3 Bureaucracy and complexity

Implementing the Precinct-Based Option may introduce additional layers of bureaucracy and complexity. To mitigate these issues, it is essential to streamline processes wherever possible to reduce unnecessary bureaucracy. Providing adequate training and resources to those involved in the implementation will also help manage the complexity and ensure a smooth transition. By focusing on efficiency and equipping staff with the necessary skills and tools, the challenges of bureaucracy and complexity can be minimised.

8.7 Assessment against reform objectives

Option 1 is highly aligned with all four reform objectives. It proposes clear and feasible funding mechanisms, leverages the expertise of MW and KCC, integrates stakeholder feedback, and establishes robust governance principles. Despite potential challenges with political will and coordination complexity, the benefits of focused expertise, transparency, and stakeholder engagement offer a compelling case for its adoption.

Table 10: Evaluation of Option 1 against reform objective one

Objective	1. Establish a long-term, stable, and feasible funding source
Evaluation	Highly aligned with establishing a long-term, stable, and feasible funding source.
Reasoning	**MW:** Introducing a tariff under section 259(1) of the *Water Act 1989* ensures a stable and dedicated revenue stream directly from the beneficiaries of the Tidal Waterways. This method aligns with past practices and provides predictability and transparency in funding. **KCC:** Implementing a Special Charge under section 163 of the *Local Government Act 1989* offers a long-term solution specifically targeted at property owners who derive the most benefit from Quiet Lakes. Similar to MW's tariff, this charge is clear, direct, and involves consultation, ensuring that stakeholders are aware of and agree to the costs.
Benefits	**Financial Stability:** Both methods directly align the costs with the beneficiaries, reducing reliance on General Rates revenue and ensuring more consistent and targeted funding. **Stakeholder Support:** Majority of rate-payers who do not directly benefit from the artificial beaches may support measures ensuring they do not subsidize these services.
Challenges	**Political Will:** Implementing beneficiary-pays funding mechanisms can face political resistance and requires substantial political commitment. **Complexity of Implementation:** The process is complex due to the need for stakeholder engagement, public consultation, and bureaucratic approvals.

Table 11: Evaluation of Option 1 against reform objective two

Objective	2. Demonstrate value for money in delivering agreed Level of Service targets
Evaluation	Strong alignment with demonstrating value for money through focused, expertise-based delivery and transparent reporting.
Reasoning	**Central Coordination:** The precinct-based model delineates clear responsibilities, potentially improving focus and efficiency in service delivery. **Performance Tracking and Evaluation:** Reporting mechanisms and performance tracking can ensure both MW and KCC meet agreed service levels. **Competitive Contracting:** Each entity can leverage its existing contracting expertise to ensure competitive service delivery. **Efficient Service Delivery:** MW's specialized equipment and KCC's experience in recreational park management can be utilized to full potential by focusing on their respective areas. Transparent Reporting: Commitment to regular public reporting ensures transparency and accountability.
Benefits	**Focused Expertise:** Assignment of responsibilities to entities best suited for each precinct enhances service delivery efficiency. **Accountability:** Regular and transparent reporting mechanisms ensure that both entities are held accountable for delivering value for money.
Challenges	**Coordination Complexity:** Ensuring seamless coordination between MW and KCC could be challenging, potentially leading to bureaucratic inefficiencies.

Table 12: Evaluation of Option 1 against reform objective three

Objective	3. Integrate stakeholder feedback and expert recommendations into decision-making
Evaluation	Well-aligned with integrating stakeholder feedback and expert recommendations into decision-making, ensuring prudent and efficient outcomes.
Reasoning	**Stakeholder Engagement:** The model includes multiple consultative steps for tariff and charge introductions, ensuring stakeholder feedback is integrated. **Empirical Evidence:** Both entities have the capacity to ground their decisions in empirical evidence, given their past performance and expertise**.** **Transparent Decision-Making:** Regular public reporting and community updates further encourage stakeholder engagement and transparency.
Benefits	**Enhanced Decision-Making:** Integration of feedback and expert recommendations likely leads to more informed, effective decisions. **Stakeholder Acceptance:** Active engagement helps pre-empt potential resistance and aligns decisions with stakeholder interests, leading to higher acceptance.
Challenges	**Consultation Fatigue:** Multiple rounds of consultation can be time-consuming and may fatigue stakeholders, potentially impacting the quality of feedback.

Table 13: Evaluation of Option 1 against reform objective four

Objective	4. Principles for decision-making on changes to governance of beach maintenance service funding and delivery
Evaluation	Strong alignment with principles for decision-making on governance changes, establishing clear and effective governance structures.
Reasoning	**Clarify Oversight Responsibilities:** The delineation between MW and KCC responsibilities reduces ambiguity and clearly defines oversight roles. **Realign Contractual Arrangements:** Existing contractual arrangements can be updated to reflect this new governance model without major disruptions. **Define Roles and Responsibilities:** This model inherently comes with well-defined roles and responsibilities. **Establish a Coordination Mechanism:** Requires robust coordination mechanisms to ensure that both entities work collaboratively. **Implement Performance Monitoring:** Performance monitoring and evaluation systems are integral through regular reporting requirements. **Work within Regulatory Constraints:** Both MW and KCC are already operating within relevant regulatory frameworks, and this model leverages these existing structures.
Benefits	**Clear Governance:** Establishes clear and transparent governance structures, enhancing coordination and accountability. **Regulatory Compliance:** The model fits within existing regulatory constraints, minimizing legal and operational risks.
Challenges	**Coordination Complexity:** Managing coordination between two entities could be cumbersome and requires effective mechanisms to ensure seamless operation.

8.8 Summary

Option 1 – the precinct-based model – proposes reallocating beach maintenance responsibilities between MW and KCC based on their respective precincts. MW would manage the Tidal Waterways precinct, leveraging its specialised equipment and expertise in water management, while KCC would oversee the Quiet Lakes precinct, drawing on its experience with local recreational parks and community engagement. This division of responsibilities ensures that each entity is best suited to deliver the desired outcomes for their designated areas.

Funding for beach maintenance under this model is also precinct-based. MW would introduce a tariff under section 259(1) of the *Water Act 1989*, subject to determination by the ESC, to cover the costs in the Tidal Waterways precinct. KCC would implement a Special Charge under section 163 of the *Local Government Act 1989*, specifically targeting properties that benefit from the services in the Quiet Lakes precinct. This approach aligns the costs with the beneficiaries, promoting financial stability and reducing reliance on general rates revenue. Enhanced transparency and accountability

would be achieved through regular public reporting and community engagement, ensuring residents are informed and can hold the responsible entities accountable.

9. Option 2 – Melbourne Water only model

9.1 Overview

This model assigns responsibility for both funding and delivering beach maintenance services in the Tidal Waterways and Quiet Lakes precincts to MW. Essentially, this reverts to the arrangements in place when the Interim Report (IR) was established.

The rationale is to retain MW as the beach maintenance service provider, a role it has fulfilled since 1991. This approach simplifies accountability for residents by making MW the responsible entity under the Management Plan and leverages stakeholder engagement and transparent decision-making processes available under an ESC determined tariff for beach maintenance services. MW was responsible for funding and delivery between 1991 and 2013 in both precincts, demonstrating a proven track record of service delivery. However, the IR Report noted dissatisfaction from some stakeholders regarding service standards.

The IR Report outlined several advantages of this unified model:

- Coordinated management
- one avenue for funding arrangements
- a single authority to organise and correspond with resident stakeholders and external agencies.

9.2 Funding of services

Under this option MW is accountable for securing the necessary resources to fund the beach maintenance services in both precincts. MW would introduce a tariff under section 259(1) of the *Water Act 1989*, subject to determination by the ESC. The tariff would apply to all properties that are adjacent to the artificial beaches in the two precincts.

9.3 Delivery of services

MW would be responsible for the delivery of services in both precincts under this model. Relative to the existing arrangements the only change would be MW being accountable to residents for service delivery rather than KCC.

9.4 Reporting and accountability

MW would commit to transparent and regular reporting on its performance against the targets for each precinct outlined in the Management Plan. This would involve informing the community about the changes in responsibilities and the rationale behind them, as well as providing updates on maintenance activities and outcomes.

Public reporting

MW would report performance at least annually, with an ambition to provide quarterly updates where feasible. This ensures that residents are kept informed and can hold the MW accountable to property owners.

Community engagement

Enhanced communication through newsletters, public forums, and online platforms would be essential to maintain transparency and build trust within the community.

9.5 Implementation plan

This implementation plan details the sequential steps necessary to allocate beach maintenance responsibilities to MW in both the Tidal Waterways and Quiet Lakes precincts. The plan covers stakeholder engagement, defining roles, securing funding, developing a service delivery framework, and implementing the new responsibilities. It also includes measures for ongoing reporting and accountability to ensure transparency and continuous improvement.

9.5.1 Step 1: Stakeholder engagement and communication

Identifying all relevant stakeholders is crucial for the successful implementation of this model. Stakeholders include MW, householders adjacent to the beaches, and the ESC. Consultations will be conducted through meetings and workshops to gather input and address concerns. Following these consultations, a detailed communication plan will be developed to inform residents about the changes. This plan will include the rationale, benefits, and potential impacts of the new responsibilities.

9.5.2 Step 2: Define roles and responsibilities

In the second step, the specific responsibilities of MW for the maintenance of the beaches in both precincts will be clearly outlined. This involves confirming the performance targets and service standards in the existing Management Plan to ensure consistency. Clearly defining these roles and responsibilities will ensure that MW understands its role and is fully prepared to take on the additional responsibilities associated with the maintenance of both precincts.

9.5.3 Step 3: Secure funding

MW will introduce a tariff under section 259(1) of the *Water Act 1989*, subject to determination by the ESC. This tariff will apply to all properties adjacent to the artificial beaches in both precincts. The tasks involved include preparing the tariff proposal, submitting it to the ESC, and conducting the necessary public consultations as required by the ESC.

9.5.4 Step 4: Implementation

During this step, MW will begin the transition to being the sole responsible entity for beach maintenance in both precincts, replacing KCC in this role. This step involves the actual rollout of the

service delivery framework developed in Step 4, ensuring MW is accountable to residents for service delivery.

9.5.5 Step 5: Reporting and accountability

MW will commit to regular and transparent reporting on its performance against the targets for each precinct outlined in the Management Plan. This involves informing the community about changes in responsibilities and providing updates on maintenance activities and outcomes. Public reporting will be conducted at least annually, with an ambition to provide quarterly updates where feasible. This ensures residents are kept informed and can hold MW accountable.

9.5.6 Assessment and review

Annually, a performance review will be conducted to assess performance against the Management Plan's targets and standards. Feedback from residents and stakeholders will be gathered to inform continuous improvement. Based on performance data and feedback, management plans will be revised and adjusted accordingly.

9.6 Potential challenges and mitigation strategies

9.6.1 Political will and support

Securing political will is crucial for the success of this model. It is necessary for KCC to agree to relinquish its current role in beach maintenance, allowing MW to take over the responsibilities for both precincts. Additionally, MW must have the political support to introduce a tariff that covers both precincts, especially considering the tariff that previously funded these services was removed in 2012 by the IR. Furthermore, the Minister for Water must be willing to support reverting to the arrangements that were in place prior to the IR commencing. Engaging with political leaders early and highlighting the benefits and necessity of these changes will be essential in gaining their support.

9.6.2 Resistance to change

There may be resistance from householders who are reluctant to pay a tariff that essentially replaces the Precinct Rate in place before the IR was commissioned. To address this resistance, transparent communication is vital. Householders need to be clearly informed about the rationale behind reintroducing the tariff, including the benefits of consistent and reliable beach maintenance services. Providing evidence of the long-term sustainability and advantages of the new funding mechanism will help in alleviating concerns and gaining support from the community.

9.6.3 Bureaucracy and complexity

Ensuring that the tariff can be determined through an ESC process efficiently is critical. The process should not introduce unnecessary complexity to what should be a straightforward implementation. Streamlining the tariff determination process and working closely with the ESC will help in avoiding bureaucratic delays and ensuring a smooth and efficient transition to the new funding model.

9.7 Assessment against reform objectives

Option 2 is highly aligned with the reform objectives. It offers a clear, stable, and feasible funding source through a dedicated MW tariff, leveraging the experience and infrastructure of MW to deliver services efficiently, integrates stakeholder feedback through transparent processes, and establishes clear and simplified governance. Challenges primarily revolve around securing political and community support for reintroducing previously opposed funding mechanisms. However, the model's benefits in terms of financial sustainability, centralised coordination, and streamlined governance present a compelling case for its adoption.

Table 14: Evaluation of Option 2 against reform objective one

Objective	1. Establish a long-term, stable, and feasible funding source
Evaluation	Highly aligned with establishing a long-term, stable, and feasible funding source. However, political resistance and stakeholder acceptance could pose challenges.
Reasoning	**MW:** MW introducing a tariff under section 259(1) of the *Water Act 1989* applied to all properties adjacent to the artificial beaches provides a dedicated and stable revenue stream. This mechanism ensures transparency and direct cost-recovery from the primary beneficiaries. **Previous Precept Rate Model:** This approach is a return to the historically proven model where MW managed funding and service delivery from 1991 to 2013 until the IR was established.
Benefits	**Financial Stability:** Direct beneficiary-pays principle ensures that the funding is consistently sourced from those who benefit the most. **Simplified Accountability:** With MW solely responsible, funding mechanisms are streamlined, reducing complexities in budget allocation and oversight.
Challenges	**Political Will:** Requires significant political support to reintroduce the tariff and revert to pre-IR arrangements, including ministerial backing. **Resistance from Residents:** Potential pushback from householders who previously opposed the Precinct Rate.

Table 15: Evaluation of Option 2 against reform objective two

Objective	2. Demonstrate value for money in delivering agreed Level of Service targets
Evaluation	Strong alignment with demonstrating value for money, leveraging MW's expertise and centralised coordination for efficient service delivery.
Reasoning	**Centralised Coordination:** By consolidating responsibilities under MW, this model simplifies the coordination of beach maintenance activities and ensures consistency across both precincts. **Performance Tracking and Evaluation:** MW's established processes and comprehensive reporting abilities provide a robust framework for monitoring performance. **Efficient Service Delivery:** Leveraging MW's long-term experience and specialised equipment ensures efficiency and expertise in delivering maintenance services. **Transparent Reporting:** Commitment to regular, public reporting enhances transparency and accountability.
Benefits	**Efficient Resource Utilisation:** MW's experience and existing infrastructure ensure that service delivery is efficient, meeting agreed Level of Service targets. **Single Accountability Point:** Simplifies resident interactions and feedback mechanisms, improving overall service satisfaction.
Challenges	**Service Standard Concerns:** Previous stakeholder dissatisfaction with MW's service standards, though historical, could resurface if not adequately addressed.

Table 16: Evaluation of Option 2 against reform objective three

Objective	3. Integrate stakeholder feedback and expert recommendations into decision-making
Evaluation	Well-aligned with integrating stakeholder feedback and expert recommendations, ensuring transparent and evidence-based decision-making.
Reasoning	**Enhanced Stakeholder Engagement:** The model includes extensive stakeholder engagement and public consultations as part of the ESC tariff approval process. **Expert Recommendations:** MW can draw on past performance data and expert recommendations to guide improvements and address historical concerns. **Transparent Decision-Making:** Regular reporting and community updates ensure that stakeholders remain informed and engaged, facilitating a transparent decision-making process.
Benefits	**Continuous Feedback Integration:** Regular consultations and public reporting incorporate stakeholder feedback into ongoing service delivery improvements. **Evidence-Based Decisions:** Utilising past data and expert insights ensures decisions are grounded in empirical evidence**.**
Challenges	**Stakeholder Resistance:** Historical dissatisfaction and resistance to funding mechanisms may present hurdles in achieving broad acceptance.

Table 17: Evaluation of Option 2 against reform objective four

Objective	4. Principles for decision-making on changes to governance of beach maintenance service funding and delivery
Evaluation	Strong alignment with principles for decision-making on governance changes, establishing clear and effective governance structures.
Reasoning	**Clarify Oversight Responsibilities:** Centralising all responsibilities with MW simplifies governance and clarifies oversight. **Realign Contractual Arrangements:** Existing contracts and responsibilities can be realigned within MW's current framework, streamlining transitions. **Define Roles and Responsibilities:** MW's established governance model and historical track record provide clear role definitions. **Establish a Coordination Mechanism:** With a single entity in charge, coordination mechanisms are inherently simpler and more efficient**.** **Implement Performance Monitoring:** MW's commitment to regular assessments and performance reviews ensures continuous improvement.
Benefits	**Unified Governance:** Centralised under MW, the model provides clear, simplified, and unified governance, enhancing accountability and reducing complexity. **Regulatory Compliance:** MW's operations under existing legal frameworks ensure compliance and minimise operational risks.
Challenges	**Change Management:** Transitioning fully back to MW requires effective change management and stakeholder buy-in to mitigate resistance.

9.8 Summary

Option 2 assigns both funding and delivery of beach maintenance services in the Tidal Waterways and Quiet Lakes precincts to MW, reverting to the pre-IR arrangement. This model simplifies accountability by making MW the sole responsible entity, leveraging its long-standing role since 1991. The approach provides a unified management structure, one funding avenue, and a single authority for resident and external agency interactions. However, it must address historical dissatisfaction with service standards noted in the IR Report.

Under this model, MW would introduce a tariff under section 259(1) of the *Water Act 1989*, determined by the ESC, to fund the maintenance services. The transition plan includes stakeholder engagement, defining roles, securing funding, and implementing a service delivery framework. MW would also commit to transparent and regular reporting on its performance, enhancing community engagement through newsletters, forums, and online updates. This model aligns with reform objectives by providing a stable funding source, demonstrating value for money, integrating stakeholder feedback, and establishing clear governance, although it faces challenges in securing political support and managing stakeholder resistance.

10. Option 3 – Kingston City Council only model

10.1 Overview

This model proposes that KCC assume full responsibility for both the funding and delivery of beach maintenance services in the Patterson Lakes area, encompassing both the Tidal Waterways and Quiet Lakes precincts. This approach seeks to streamline governance, ensure direct accountability, and leverage KCC's expertise in managing numerous local recreational reserves with diverse stakeholder needs.

The rationale of the model seeks to address the disconnect between service funding and delivery that exists under current arrangements. By consolidating these responsibilities within a single entity, KCC could provide a more coherent and responsive service delivery model. This approach leverages KCC's experience in managing local amenities and its established relationship with the community.

10.2 Funding of services

KCC would be solely responsible for the funding of beach maintenance services. This responsibility includes securing the necessary funds, budgeting, and financial planning to ensure the sustainability and efficiency of the services provided. Funding mechanisms would need to align with legal and regulatory frameworks governing local government finances.

KCC would introduce a Special Charge under section 163 of the *Local Government Act 1989*. specifically targeting properties that directly benefit from the beach maintenance services. The tariff would apply to all properties that are adjacent to the artificial beaches in the two precincts.

10.3 Delivery of services

KCC would take full control over the delivery of beach maintenance services. This includes planning, procurement, execution, and oversight of all maintenance activities. KCC would either directly perform these services using its resources or contract external service providers.

KCC could establish an internal team dedicated to beach maintenance, leveraging existing expertise in managing natural beaches within its jurisdiction.

Alternatively, KCC could establish a panel of pre-qualified contractors to deliver services. KCC would manage the entire procurement process, including drafting scope of works, evaluating proposals, and monitoring contractor performance.

10.4 Reporting and accountability

KCC would implement robust reporting and accountability measures to ensure transparency and maintain public trust. Regular updates on beach maintenance activities, performance metrics, and financial expenditures would be communicated to the community.

Public reporting

KCC would commit to reporting performance against the targets defined in the Management Plan at least annually, with an ambition to provide quarterly updates where feasible.

Community engagement

Enhanced communication through newsletters like the Patterson Lakes News and public forums would ensure residents are informed and engaged with the maintenance activities and their outcomes.

10.5 Implementation plan

This implementation plan outlines the steps necessary for KCC to assume full responsibility for both funding and delivering beach maintenance services in the Patterson Lakes area.

10.5.1 Step 1: Stakeholder engagement and communication

The first step involves identifying all relevant stakeholders, including householders adjacent to the beaches, local councillors, and community groups. KCC will conduct consultations through meetings and public forums to gather input and address any concerns. Following these consultations, a detailed communication plan will be developed to inform residents about the changes, including the rationale, benefits, and potential impacts of the new responsibilities.

10.5.2 Step 2: Define roles and responsibilities

KCC will clearly outline its specific responsibilities for the maintenance of the beaches in both precincts. This involves confirming the existing Management Plan's performance targets and service standards to ensure consistency. Clearly defining these roles and responsibilities will ensure that KCC understands its role and is fully prepared to take on the additional responsibilities associated with the maintenance of both precincts.

10.5.3 Step 3: Secure funding

KCC will introduce a Special Charge under section 163 of the *Local Government Act 1989*, specifically targeting properties that directly benefit from the beach maintenance services. This charge will apply to all properties adjacent to the artificial beaches in both precincts. The tasks involved include developing the Special Charge proposal, conducting public consultations, and securing approval from the council.

10.5.4 Step 4: Develop service delivery framework

KCC will develop operational plans for the maintenance of the Tidal Waterways and Quiet Lakes precincts. This includes ensuring that necessary resources and equipment are in place to effectively manage both areas. KCC could establish an internal team dedicated to beach maintenance or a panel of pre-qualified contractors to deliver the services. Training will be provided for KCC staff to ensure they are fully equipped to handle the responsibilities of maintaining the artificial beaches.

10.5.5 Step 5: Implementation

KCC will begin the transition to being the sole responsible entity for beach maintenance in both precincts. This step involves the actual rollout of the service delivery framework developed in Step 4, ensuring KCC is accountable to residents for service delivery.

10.5.6 Step 6: Reporting and accountability

KCC will commit to regular and transparent reporting on its performance against the targets for each precinct outlined in the Management Plan. This involves informing the community about changes in responsibilities and providing updates on maintenance activities and outcomes. Public reporting will be conducted at least annually, with an ambition to provide quarterly updates where feasible. This ensures residents are kept informed and can hold KCC accountable.

10.5.7 Assessment and review

An annual performance review will be conducted to assess KCC's performance against the Management Plan's targets and standards. Feedback from residents and stakeholders will be gathered to inform continuous improvement. Based on performance data and feedback, management plans will be revised and adjusted accordingly.

10.6 Potential challenges and mitigation strategies

10.6.1 Political will and support

One of the significant challenges in introducing a Special Charge that covers both the Quiet Lakes and Tidal Waterways precincts is garnering sufficient political will and support from the KCC. Previously, KCC removed the Special Charge for the Quiet Lakes precinct in 2022, following a decision made at a Council meeting in September 2021. Reinstating this charge will require KCC to convincingly demonstrate the necessity and benefits of this move to overcome potential political resistance.

Extending the Special Charge to include the Tidal Waterways precinct presents an additional challenge. Historically, KCC chose not to implement a Special Charge for this area. Overcoming this historical stance will require significant political advocacy and clear, evidence-based arguments to show why the Special Charge is now justified.

To mitigate these challenges, it is essential to engage in comprehensive consultations with the community and key stakeholders. This process should aim to explain the benefits and necessity of

the Special Charge in detail. Transparent communication about how the funds from the Special Charge will be utilised and the direct benefits to the community can help build trust and support.

Additionally, engaging with local councillors and political leaders to address their concerns can further strengthen political advocacy efforts.

10.6.2 Resistance to change

Householders in the Quiet Lakes precinct may resist paying a higher Special Charge than the one removed in 2022, perceiving it as an additional financial burden. Similarly, householders in the Tidal Waterways precinct may resist the introduction of a Special Charge for the first time, questioning its fairness and necessity. Another potential challenge is the resistance from highly skilled staff responsible for operating the barge in Tidal Waterways transferring to KCC, which could jeopardise the continuity of beach maintenance services.

To address these issues, a phased or glide path approach for introducing the Special Charge could mitigate the financial impact on householders. Clear and consistent communication about the phased approach and its benefits is crucial in alleviating concerns. Involving community members in the decision-making process will also help to ensure that their voices are heard and considered, encouraging a sense of ownership and acceptance.

Developing comprehensive transition plans for the highly skilled staff is another critical strategy. These plans should include training, support, and incentives to ensure a smooth transfer to KCC, thereby maintaining service continuity. By addressing these potential sources of resistance proactively, KCC can facilitate a smoother implementation of the Special Charge.

10.6.3 Bureaucracy and complexity

Introducing a Special Charge and transferring responsibilities to KCC involves navigating significant bureaucratic and logistical complexities. One such complexity is the risk of duplicating efforts and resources, as MW will still need access to the boat for other functions it delivers in the Tidal Waterways. Additionally, transferring assets from MW to KCC, or procuring new equipment if MW is unwilling to transfer existing assets, can be complex and time-consuming.

To mitigate these challenges, it is crucial to encourage close collaboration between MW and KCC. Establishing clear protocols and agreements for shared use of resources can minimise duplication of efforts. Developing a detailed asset transfer plan, including timelines, responsibilities, and contingency measures, will ensure a smooth transition. Engaging legal experts to navigate the regulatory and legal requirements of asset transfer is also essential to avoid unintended consequences.

If KCC decides not to provide beach maintenance services in-house, establishing a tender panel of pre-qualified contractors can ensure a smooth and efficient procurement process. Defining clear criteria for selection and performance monitoring will help maintain high service standards.

By addressing these potential challenges with thoughtful and strategic mitigation measures, KCC can enhance the likelihood of successful implementation and operation of the beach maintenance services under the proposed model.

10.7 Assessment against reform objectives

Option 3 is poorly aligned with the reform objectives of establishing a stable and feasible funding source, demonstrating value for money, integrating stakeholder feedback, and establishing clear governance principles. The primary challenges revolve around securing political support for reintroducing and extending the Special Charge, as well as managing the transition of responsibilities from MW to KCC.

Table 18: Evaluation of Option 3 against reform objective one

Objective	1. Establish a long-term, stable, and feasible funding source
Evaluation	Aligned with establishing a long-term, stable, and feasible funding source, but significant challenges exist in gaining political support and resident acceptance.
Reasoning	**KCC Special Charge:** KCC would introduce a Special Charge under section 163 of the *Local Government Act 1989*, targeting properties adjacent to artificial beaches. This funding model ensures that costs are borne by the direct beneficiaries of the services.
Benefits	**Dedicated Funding Source:** This approach provides a clear and dedicated revenue stream specifically for beach maintenance, ensuring financial stability. **Local Accountability:** KCC's established relationship with the local community can facilitate effective communication and acceptance of the funding mechanism.
Challenges	**Political Will:** The reintroduction of the Special Charge requires substantial political support and advocacy, particularly in light of its previous removal. **Resident Resistance:** Potential pushback from householders, particularly those who will face the charge for the first time in the Tidal Waterways precinct.

Table 19: Evaluation of Option 3 against reform objective two

Objective	2. Demonstrate value for money in delivering agreed Level of Service targets
Evaluation	Alignment with demonstrating value for money through centralised coordination and leveraging KCC's expertise from managing recreational reserves. However, this is countered by significant challenges to be overcome, particularly with providing services to the Tidal Waterways precinct.
Reasoning	**Centralised Coordination:** KCC becoming the sole entity responsible for beach maintenance simplifies coordination and has the potential to improve efficiency. **Performance Tracking and Evaluation:** KCC can leverage its existing systems for tracking and reporting performance. **Efficient Service Delivery:** KCC's experience with local amenities and managing recreational areas positions it well to deliver Quiet Lakes beach maintenance services but this is not the case for Tidal Waterways where KCC would need to either acquire a boat and barge and crew to operate the equipment, or have those assets and staff transferred from MW. **Competitive Contracting:** KCC could ensuring competitive and efficient service delivery through using pre-qualified contractors to deliver the services. However, this will require resources to establish the panel and then procure services from the panel.
Benefits	**Central Accountability:** A single point of accountability fosters better service delivery and clear communication with residents. **Expertise Utilisation:** KCC's existing expertise in managing recreational spaces can be effectively extended to beach maintenance at Quiet Lakes in particular.
Challenges	**Transition and Continuity:** Smoothly transitioning responsibility for delivery of the services, specialist equipment to deliver the services to Tidal Lakes artificial beaches and transferring skilled staff from MW or recruiting similarly skilled staff is likely to be challenging.

Table 20: Evaluation of Option 3 against reform objective three

Objective	3. Integrate stakeholder feedback and expert recommendations into decision-making
Evaluation	Potentially aligned with integrating stakeholder feedback and expert recommendations if Council requires stakeholder input before final decisions. Not aligned with expert recommendations as Council can ignore them without explanation.
Reasoning	**Stakeholder Engagement:** KCC engages with residents through forums and consultations, which can facilitate stakeholder feedback in decision-making if explicitly required. However, Ordinary Meetings can make binding decisions without this input. **Transparent Decision-Making:** Ordinary Council Meetings are public and recorded, but there is no procedure for public comment on draft decisions. **Expert Recommendations:** KCC uses expert advice through papers presented to Councillors but is not required to explain why recommendations are not adopted.
Benefits	**Enhanced Stakeholder Engagement:** Requiring stakeholder input before final decisions can make them more reflective of community needs, increasing public trust. **Improved Transparency:** Establishing a process for public comments on draft decisions can enhance transparency and community understanding.
Challenges	**Potential Delays:** Incorporating feedback can be time-consuming, delaying project implementation. **Conflict Resolution:** Conflicts between stakeholder feedback and expert recommendations, or among stakeholders, require fair resolution mechanisms. **Resource Intensive:** Engaging stakeholders and experts demands significant resources**.** **Risk of Inconsistency:** Without a clear policy, ignoring expert recommendations can lead to inconsistent decisions, undermining credibility.

Table 21: Evaluation of Option 3 against reform objective four

Objective	4. Principles for decision-making on changes to governance of beach maintenance service funding and delivery
Evaluation	Strong alignment with principles for decision-making on governance changes, ensuring clear, effective, and unified governance structures.
Reasoning	**Clarify Oversight Responsibilities:** Consolidating responsibilities under KCC simplifies governance structures and clarifies oversight roles. **Realign Contractual Arrangements:** KCC will need to realign existing contracts and responsibilities to reflect their new role. **Define Roles and Responsibilities:** Clear and well-defined roles ensure that all parties understand their responsibilities and contribution to service delivery. **Establish a Coordination Mechanism:** With KCC as the sole responsible entity, coordination mechanisms are inherently simpler. **Implement Performance Monitoring:** Robust performance monitoring and accountability measures are essential to ensure continuous improvement.
Benefits	**Unified Governance:** A single entity responsible for both funding and service delivery simplifies governance and enhances accountability. **Regulatory Compliance:** KCC's operations under local government frameworks ensure compliance and minimise operational risks.
Challenges	**Change Management:** Effective change management and stakeholder engagement are critical to successfully transitioning services to KCC.

10.8 Summary

Option 3 proposes that KCC assume full responsibility for both the funding and delivery of beach maintenance services in Patterson Lakes Waterways. While this model aims to streamline governance, ensure direct accountability, and leverage KCC's expertise in managing local recreational reserves, it faces significant challenges that undermine its viability as a reform option.

The proposed funding mechanism involves introducing a Special Charge under section 163 of the *Local Government Act 1989*, targeting properties that directly benefit from the beach maintenance services. However, garnering political support for reintroducing this charge, especially given Council passed a resolution that it be removed in September 2021, is a substantial obstacle. Resistance to the

new charges that would be introduced by KCC, particularly from those who will face the charge for the first time, could further impede implementation. Moreover, the transition of responsibilities from MW to KCC is fraught with logistical challenges, including the acquisition of specialised equipment and the transfer or recruitment of skilled staff to operate that equipment in the Tidal Waterways.

Given these significant obstacles, Option 3 is unlikely to be a feasible reform option, despite its potential benefits in terms of unified governance and local accountability.

11. Option 4 – Self-Regulation model

11.1 Overview

Option 4 proposes a self-regulatory model where residents are empowered to enhance service levels and ensure tailored maintenance by establishing an Owners Corporation. This model provides residents with direct control over service levels and pricing, enabling solutions that meet local needs and preferences. The goal is to increase resident satisfaction and a sense of ownership over the services provided. However, the complexity of managing public reserves and ensuring consistent service levels due to diverse stakeholder interests poses significant challenges. Effective governance structures and conflict resolution mechanisms are crucial for mitigating these challenges and ensuring the success of this self-regulatory approach.

11.2 Funding of services

Funding for this model is raised through fees levied by the Owners Corporation, aligning with the self-management approach used in similar Victorian developments.

11.2.1 Owners Corporation

The Owners Corporation will be responsible for raising funds through fees charged to residents. This approach empowers residents with greater control over service levels and pricing, enabling them to tailor services to their specific needs and preferences. The funding model is designed to reflect the principles of self-management, ensuring that the costs are directly linked to the services provided.

11.3 Delivery of services

Service delivery under this model is managed by the Owners Corporation, which leverages the collective decision-making of residents to ensure that maintenance activities meet local needs.

The Owners Corporation will oversee the delivery of beach maintenance services in both the Tidal Waterways and Quiet Lakes Precincts. By utilising local knowledge and resident input, the corporation can prioritise and customise maintenance activities to better reflect community preferences. This includes the following processes and procedures:

- Establishing Maintenance Standards:
  - Define clear standards for beach maintenance activities, including frequency of maintenance, quality of work, and specific tasks (e.g., litter removal, sand replenishment, vegetation control).
- Procurement Process:
  - Develop and implement a robust procurement process to engage appropriately qualified providers. This involves:
    - Creating a Request for Proposal (RFP): Outline the scope of work, maintenance standards, and

evaluation criteria for selecting providers.

- Bid Solicitation: Publicly advertise the RFP to attract bids from qualified contractors.
- Bid Evaluation: Establish a committee to evaluate bids based on criteria such as experience, qualifications, cost, and proposed maintenance plans.
- Contract Award: Select the most suitable contractor and negotiate terms and conditions to ensure alignment with community expectations and standards.

- Contract Management:
  - Monitoring and Oversight: Implement procedures for regular monitoring of contractor performance to ensure compliance with agreed-upon maintenance standards. This includes scheduled inspections and feedback mechanisms.
  - Performance Reviews: Conduct periodic performance reviews to assess contractor effectiveness and identify areas for improvement.
  - Conflict Resolution: Establish protocols for addressing any issues or disputes that arise during the contract period, ensuring timely and fair resolution.
- Resident Engagement:
  - Feedback Mechanisms: Create channels for residents to provide feedback on maintenance activities, ensuring their concerns and suggestions are addressed.
  - Regular Updates: Keep residents informed about maintenance schedules, activities, and any changes through newsletters, public forums, and online platforms.
- Continuous Improvement:
  - Review and Adjust: Regularly review the maintenance processes and standards, making adjustments based on resident feedback and evolving community needs.
  - Training and Development: Provide training for the Owners Corporation members on effective contract management and community engagement practices.

11.4 Reporting and accountability

The success of the self-regulatory model relies on transparent and regular reporting, as well as strong community engagement to build trust and ensure accountability.

Public reporting

The Owners Corporation will commit to transparent and regular reporting on its performance against targets defined in the Management Plan. This involves informing the community about changes in responsibilities, the rationale behind them, and providing updates on maintenance activities and outcomes. Performance reports will be published at least annually, with an ambition to provide quarterly updates where feasible, ensuring residents are kept informed and can hold the corporation accountable.

Community engagement

Enhanced communication through newsletters, public forums, and online platforms will be essential to maintain transparency and build trust within the community. The Owners Corporation will facilitate regular engagement opportunities for residents to voice their concerns, provide feedback, and participate in decision-making processes. This approach ensures that the services remain responsive to the evolving needs and preferences of the community, fostering a sense of ownership and collective responsibility among residents.

11.5 Implementation plan

This implementation plan details the sequential steps necessary to implement the Self-regulation model.

11.5.1 Step 1: Stakeholder engagement and communication

The first step involves identifying all relevant stakeholders, including residents, local councillors, community groups, and MW. Comprehensive consultations through meetings, public forums, and online platforms will gather input and address concerns. A detailed communication plan will be developed to inform residents about the changes, including the rationale, benefits, and potential impacts of the self-regulation model.

11.5.2 Step 2: Define roles and responsibilities

The next step involves establishing the Owners Corporation, which will be responsible for funding and managing beach maintenance services. This includes drafting the constitution, outlining roles and responsibilities, and developing governance frameworks. Legal advice will be sought to ensure compliance with relevant laws and regulations. A clear framework for decision-making and conflict resolution will be established to address diverse stakeholder interests.

11.5.3 Step 3: Secure funding

For MW, a tariff will be introduced under section 259(1) of the *Water Act 1989*, subject to determination by the ESC. The tasks involved include preparing the tariff proposal, submitting it to the ESC, and conducting the necessary public consultations as required by the ESC.

For KCC, a Special Charge will be introduced under section 163 of the *Local Government Act 1989*. This involves identifying properties that will benefit from the services, developing the Special Charge proposal, and conducting public consultations to secure approval from the council.

11.5.4 Step 4: Develop service delivery framework

The Owners Corporation will develop a service delivery framework to manage beach maintenance activities. This includes:

- Establishing Maintenance Standards: Define clear standards for beach maintenance, including frequency, quality of work, and specific tasks.

- Procurement Process: Develop a robust procurement process to engage qualified providers. This involves creating a Request for Proposal (RFP), bid solicitation, bid evaluation, and contract award.
- Contract Management: Implement procedures for regular monitoring of contractor performance, performance reviews, and conflict resolution.
- Resident Engagement: Create feedback mechanisms and regular updates to keep residents informed and engaged.

11.5.5 Step 5: Implementation

The implementation phase involves the actual rollout of the service delivery framework. The Owners Corporation will oversee the selection of contractors, monitor their performance, and ensure maintenance activities align with community preferences. This step also includes establishing channels for continuous resident engagement and feedback .

11.5.6 Step 6: Reporting and accountability

Transparent and regular reporting is crucial for the success of the self-regulation model. The Owners Corporation will commit to reporting performance against targets defined in the Management Plan at least annually, with an ambition to provide quarterly updates. This ensures residents are kept informed and can hold the corporation accountable. Enhanced communication through newsletters, public forums, and online platforms will maintain transparency and build trust within the community.

11.6 Potential challenges and mitigation strategies

11.6.1 Political will and support

Securing political will and support is essential for the successful implementation of the self-regulation model. A significant challenge lies in convincing KCC to withdraw from its current role under the Management Plan. This transition may face resistance due to concerns about accountability and service quality. To mitigate this, it is crucial to engage in early and continuous dialogue with KCC officials, presenting detailed benefits and case studies from similar successful models. Securing commitments through formal agreements can ensure KCC's support for the transition.

Another challenge is ensuring that KCC does not intervene in the internal affairs of the Owners Corporation, particularly if a group of residents lobby for its dissolution or reform. Establishing clear governance frameworks and dispute resolution mechanisms within the Owners Corporation's charter can help mitigate this risk. Obtaining formal assurances from KCC regarding non-intervention policies, supported by directives from the State Government, if necessary, will also be important.

Gaining approval from MW for the Owners Corporation to manage MW-owned land is another potential hurdle. MW may have regulatory and liability concerns that need to be addressed. Detailed management agreements outlining roles, responsibilities, and liabilities will be essential. Highlighting the potential benefits to MW, such as reduced operational burdens and enhanced local engagement, can also aid in securing their cooperation.

Additionally, given the lack of leverage available to incentivise existing owners of properties that are adjacent to artificial beaches to join the Owners Corporation it is likely that significant numbers of property owners will simply not join unless required to do so by MW as the land owner and/or State Government as the ultimate regulatory body. Apart from the fact that requiring existing property owners to join an Owners Corporation appears to be without precedent, a regulatory requirement of this nature is likely to meet strong opposition from property owners. This suggests the self-regulation option will require strong and enduring political commitment for it to be implemented.

11.6.2 Resistance to change

Householders' resistance to joining the Owners Corporation poses a significant challenge, especially since the model relies on 100% participation for financial viability. Overcoming this resistance requires comprehensive outreach and education campaigns to inform residents about the benefits and necessity of the Owners Corporation. Offering initial incentives or phased fee structures can ease the transition and encourage participation.

Another concern is the nervousness among residents about adopting an untested model for beach maintenance management. To address this, providing examples of similar successful initiatives and engaging residents in pilot programs can demonstrate the model's effectiveness. Facilitating community meetings and Q&A sessions will also help address concerns and build confidence in the new approach.

Resistance from skilled barge operators who may be reluctant to transition to private sector providers is another issue. Ensuring job security and competitive compensation packages for these staff members will be crucial. Offering training and support during the transition period, and considering retaining key personnel on a consultancy basis, can help maintain expertise and ensure continuity in service delivery.

11.6.3 Bureaucracy and complexity

The complexity of setting up a self-regulation model is likely to require significant legal advice, which could delay implementation. Navigating the legal intricacies of establishing an Owners Corporation necessitates engaging experienced legal firms early in the process. Developing clear legal frameworks and compliance strategies, and budgeting adequately for legal expenses, are essential steps to ensure a smooth transition. Property owners are highly unlikely to accept that they should pay for this legal advice since the reform would be led by government, not the property owners.

Handling scenarios where less than 100% of property owners decide to join the Owners Corporation presents a substantial challenge. Incomplete participation can jeopardise the financial and operational feasibility of the model. Working with the State Government to introduce legislative measures that encourage full participation could mitigate this risk.

The risk of service delivery interruptions during the transition period is another concern. Service gaps could lead to unmaintained beaches. Creating a detailed transition plan with interim service

agreements to ensure continuity, and maintaining close coordination with current service providers and the Owners Corporation, will be key to avoiding disruptions.

The potential duplication of services and the need for asset transfers, such as MW retaining boat access for other functions, complicates the transition. Establishing clear demarcation of responsibilities and asset ownership, and negotiating asset transfer agreements or shared usage arrangements, could minimise duplication and ensure efficient use of resources.

Finally, ensuring the Owners Corporation has the legal right to manage the land and establishing a tender process for service providers are critical steps. Obtaining comprehensive legal advice to confirm those rights exist is a key step for implementing this option.

11.7 Assessment against reform objectives

Option 4 is poorly aligned with all four reform objectives.

Table 22: Evaluation of Option 4 against reform objective one

Objective	1. Establish a long-term, stable, and feasible funding source
Evaluation	Although a dedicated funding source from residents ensures direct cost recovery, the feasibility of obtaining unanimous participation is highly questionable. This reliance on full participation makes the funding model unstable and unworkable.
Reasoning	The Owners Corporation will raise funds through fees levied on residents. The funding source directly recovers costs from residents benefiting from the services, ensuring that funding is linked to the services provided. Achieving 100% participation from property owners is critical for financial viability. Without mandatory participation, the corporation may struggle to collect sufficient funds. Resistance from property owners may hinder the establishment of a stable and reliable funding mechanism.
Benefits	**Direct Cost Recovery:** Ensures that the costs are directly linked to the services provided. **Customisation:** Allows residents to tailor service levels and pricing according to their specific needs.
Challenges	**Participation Rates:** Achieving 100% property owner participation is critical but inherently difficult**.** **Resistance:** Property owners may resist mandatory fees, jeopardising the stability and feasibility of the funding model.

Table 23: Evaluation of Option 4 against reform objective two

Objective	2. Demonstrate value for money in delivering agreed Level of Service targets
Evaluation	The Owners Corporation will handle centralised decision-making, procurement, and performance monitoring. However, governance effectiveness and ensuring consistent service levels are major areas of concern.
Reasoning	While localised control theoretically allows for more targeted and efficient resource use, the practicality of achieving this is doubtful given the need for all property owners to uniformly engage in the process.
Benefits	**Competitive Contracting:** Engaging qualified contractors through a transparent process outside of the public sector procurement standards has potential to reduce costs of service delivery.
Challenges	**Governance Effectiveness:** The Owners Corporation is likely to struggle with effective governance due to inconsistent participation and engagement from property owners across such a large footprint. **Complexity of Management:** Diverse preferences among such a large group of property owners will make it difficult to agree what the Level of Service should be for the artificial beaches.

Table 24: Evaluation of Option 4 against reform objective three

Objective	3. Integrate stakeholder feedback and expert recommendations into decision-making
Evaluation	The model suggests regular community engagement and feedback mechanisms, but sustaining this level of involvement and effectively utilising the input is problematic.
Reasoning	While stakeholder engagement is intended to increase transparency and responsiveness, maintaining consistent and meaningful involvement is highly challenging and resource-intensive.
Benefits	**Potential for Enhanced Transparency:** Provides a platform for residents' input, if executed effectively.
Challenges	**Continuous Engagement:** Sustaining ongoing and effective stakeholder involvement is unrealistic and complex. **Differing Opinions:** Balancing diverse and sometimes conflicting stakeholder interests will likely hinder decision-making efficiency.

Table 25: Evaluation of Option 4 against reform objective four

Objective	4. Principles for decision-making on changes to governance of beach maintenance service funding and delivery
Evaluation	Establishing clear roles, responsibilities, and coordination mechanisms within the Owners Corporation will be essential but it is difficult to determine how likely this will be in practice given the lack of a precedent to examine.
Reasoning	Effective governance requires well-defined structures and robust performance monitoring. However, the likelihood of securing consistent high quality professional support for the administration of the Owners Corporation and the lack of a precedent model to examine suggests this option introduces a high degree of risk.
Benefits	**Defined Accountability:** Could theoretically promote accountability if roles and responsibilities are clearly established.
Challenges	**Political Support:** Securing sustained and professional administrative support for the operation of the Owners Corporation is unlikely given the scale of the area to be covered. **Legal Compliance:** The complexity of legal and regulatory requirements poses significant hurdles to adoption of this option. **Service Continuity:** Ensuring uninterrupted service during the transition is likely to be exceedingly difficult to achieve.

11.8 Summary

Option 4 proposes a self-regulatory model where residents form an Owners Corporation to manage and fund beach maintenance services in Patterson Lakes. This model aims to empower residents by giving them direct control over service levels and pricing, theoretically leading to tailored solutions that meet local needs and preferences. Funding would be raised through fees levied by the Owners Corporation, ensuring that costs are directly linked to the services provided. Service delivery would be managed by the corporation, leveraging local knowledge and resident input to prioritise and customise maintenance activities.

However, the feasibility of this model is highly questionable. Achieving unanimous participation from property owners is critical for financial viability, yet it is inherently difficult to secure. This reliance on full participation makes the funding model unstable and potentially unworkable. Additionally, the complexity of managing public reserves and ensuring consistent service levels due to diverse stakeholder interests presents significant challenges. Effective governance structures and conflict resolution mechanisms are crucial but difficult to implement. The need for comprehensive legal advice, the potential for service delivery interruptions, and the lack of a precedent for such a model

further undermine its practicality. Given these substantial obstacles, Option 4 poses high risks and is poorly aligned with the reform objectives.

12. Option 5 – Beach maintenance utility model

12.1 Overview

Option 5 proposes the formation of a joint venture between MW and KCC to establish a dedicated utility focused on beach maintenance services. This model aims to centralise asset management and contractor engagements, leveraging the combined resources and expertise of both entities to enhance service delivery efficiency. While the establishment of a new organisational structure may introduce additional overhead costs and complex legal matters, the potential long-term benefits of improved coordination and service efficiency are considered significant, making this a viable option for sustainable beach maintenance across both precincts.

12.2 Funding of services

Funding for the services under this option can be arranged through a beneficiary pays mechanism, with either entity or a joint financial arrangement covering the expenditure. This approach is designed to streamline processes and ensure financial transparency.

Melbourne Water

Responsible for contributing to the joint venture's funding requirements. MW would introduce a tariff under section 259(1) of the *Water Act 1989*, subject to determination by the ESC.

Kingston City Council

Also responsible for contributing to the joint venture's funding requirements. KCC would introduce a Special Charge under section 163 of the *Local Government Act 1989*, specifically targeting properties that directly benefit from the beach maintenance services.

12.3 Delivery of services

The delivery of services under this option will be centralised, allowing the joint venture to optimise the use of resources and expertise from both MW and KCC. This centralised approach is expected to lead to more efficient operations and better service outcomes.

12.3.1 Joint Venture

The joint venture will handle all beach maintenance services across both the Tidal Waterways and Quiet Lakes precincts. This includes asset management, contractor engagement, and service delivery. By centralising these functions, the joint venture can ensure a cohesive and coordinated approach to beach maintenance.

12.4 Reporting and accountability

Both MW and KCC will commit to transparent and regular reporting on the performance of the joint venture against targets defined in the Management Plan. This will involve keeping the community informed about the changes in responsibilities, the rationale behind them, and providing updates on maintenance activities and outcomes.

Public reporting

The joint venture will report performance at least annually, with an ambition to provide quarterly updates where feasible. This ensures that residents are kept informed and can hold the responsible entities accountable.

Community engagement

Enhanced communication through newsletters, public forums, and online platforms will be essential to maintain transparency and build trust within the community. This engagement will ensure that the community remains informed and involved in the beach maintenance process.

12.5 Implementation plan

This implementation plan details the sequential steps necessary to reallocate beach maintenance responsibilities to a joint venture storm water utility owned by KCC and MW.

12.5.1 Step 1: Stakeholder engagement and communication

The first step involves identifying all relevant stakeholders, including MW, KCC, and householders adjacent to the beaches. Consultations will be conducted through meetings and workshops to gather input and address any concerns. Following these consultations, a detailed communication plan will be developed to inform residents about the changes. This plan will include the rationale, benefits, and potential impacts of the new responsibilities.

12.5.2 Step 2: Define roles and responsibilities

In the second step, the specific responsibilities of MW and KCC will be clearly outlined. This clarification will ensure that each entity understands its role in the maintenance of the beaches. The existing Management Plan will be finalised, confirming that its performance targets and service standards will be maintained. Establishing clear roles and responsibilities will be crucial for the effective operation of the joint venture.

12.5.3 Step 3: Secure funding

For MW, a tariff will be introduced under section 259(1) of the *Water Act 1989*, subject to determination by the ESC. The tasks involved include preparing the tariff proposal, submitting it to the ESC, and conducting the necessary public consultations as required by the ESC.

For KCC, a Special Charge will be introduced under section 163 of the *Local Government Act 1989*. This involves identifying properties that will benefit from the services, developing the Special Charge proposal, and conducting public consultations to secure approval from the council.

12.5.4 Step 4: Develop service delivery framework

The joint venture will develop operational plans for the maintenance of the Tidal Waterways and Quiet Lakes precincts. This includes ensuring that necessary resources and equipment are in place. The joint venture will centralise all beach maintenance services, including asset management, contractor engagement, and service delivery. Training will be provided for staff to effectively manage the artificial beaches.

12.5.5 Step 5: Implementation

During this step, the joint venture will begin the actual rollout of the service delivery framework. Decisions will be made on whether to use a glide path that starts the tariff and Special Charge at a value less than required for full cost recovery, to aid affordability. The joint venture will ensure that service providers are selected competitively and performance is closely monitored to maintain high service standards

12.5.6 Step 6: Reporting and accountability

Both MW and KCC will commit to regular and transparent reporting on the performance of the joint venture against targets defined in the Management Plan. This involves informing the community about changes in responsibilities, the rationale behind them, and providing updates on maintenance activities and outcomes. Public reporting will be conducted at least annually, with an ambition to provide quarterly updates where feasible. Enhanced communication through newsletters, public forums, and online platforms will maintain transparency and build trust within the community.

12.5.7 Assessment and review

An annual performance review will be conducted to assess the joint venture's performance against the Management Plan's targets and standards. Feedback from residents and stakeholders will be gathered to inform continuous improvement. Based on performance data and feedback, management plans will be revised and adjusted accordingly.

12.6 Potential challenges and mitigation strategies

12.6.1 Political will and support

key challenge for Option 5, the Beach Maintenance Utility Model, is securing the political will and support necessary for the formation of a joint venture between MW and KCC. Both entities must agree to collaborate, which may involve overcoming historical divisions or differing operational priorities. To mitigate this challenge, early and continuous engagement with political leaders and stakeholders from both organisations is essential. This includes presenting a clear and compelling

case for the benefits of the joint venture, supported by data and case studies from similar successful initiatives. Additionally, formal agreements outlining the roles, responsibilities, and benefits for both MW and KCC can help solidify political support.

Another political challenge is ensuring sustained support throughout the implementation and operational phases. Changes in political leadership or priorities could jeopardise the project. Mitigation strategies include securing long-term commitments through formalised contracts and engaging with community leaders to build broad-based support that can withstand political shifts. Regular updates and transparent reporting on progress and benefits can also help maintain political backing.

12.6.2 Resistance to change

Resistance to change is a significant hurdle when introducing a new organisational structure, such as a joint venture for beach maintenance. Employees from MW and KCC may be apprehensive about the new model, fearing job security and changes in work culture. To address this, it is crucial to communicate the benefits of the joint venture clearly to all stakeholders. Offering job security assurances, clear transition plans, and opportunities for training and professional development can help alleviate concerns.

Residents may also resist the change, particularly if they are concerned about potential increases in fees or changes in service quality. Comprehensive outreach and education campaigns will be essential to inform residents about the benefits of the joint venture, such as improved efficiency and service delivery. Providing transparent information on how fees are determined and demonstrating the value for money through enhanced services can help garner resident support. Additionally, engaging residents through public forums and feedback mechanisms can help address concerns and build trust in the new model.

12.6.3 Bureaucracy and complexity

The formation of a joint venture between MW and KCC introduces significant bureaucratic and legal complexities. Setting up a new organisational structure requires extensive legal advice to navigate regulatory requirements and ensure compliance with relevant laws. To mitigate these challenges, it is important to engage experienced legal and financial advisors early in the process. Developing a clear and detailed legal framework for the joint venture, including governance structures, decision-making processes, and accountability mechanisms, is crucial.

Another complexity is the potential duplication of services and assets, such as equipment used by MW and KCC for other functions. Clear demarcation of responsibilities and asset ownership, along with agreements on shared usage or asset transfers, can minimise duplication and ensure efficient use of resources. Additionally, establishing a centralised procurement process for contractor engagement can streamline operations and reduce overhead costs.

The risk of service delivery interruptions during the transition period is another concern. Creating a detailed transition plan with interim service agreements and maintaining close coordination between

MW and KCC can help ensure continuity. Regular monitoring and performance reviews, along with robust conflict resolution mechanisms, will be essential to address any issues that arise promptly and maintain service quality.

12.7 Assessment against reform objectives

Option 5 is potentially aligned with all four reform objectives, however uncertainty as to how the joint venture would be regulated means an evaluation of strong alignment is not possible on the available evidence.

Table 26: Evaluation of Option 5 against reform objective one

Objective	1. Establish a long-term, stable, and feasible funding source
Evaluation	Highly aligned with establishing a long-term, stable, and feasible funding source.
Reasoning	**Joint Financial Arrangement:** Funding through both MW via a tariff (section 259(1) of the *Water Act 1989*) and KCC via a Special Charge (section 163 of the *Local Government Act 1989*) ensures a blended and diversified funding stream. **Beneficiary Pays Model:** Both funding mechanisms are designed to ensure that costs are transparently and directly recovered from beneficiaries.
Benefits	**Financial Stability:** The combined funding mechanisms of both MW and KCC potentially create a robust and stable financial foundation. **Transparency:** Introducing dedicated tariffs and charges ensures clear and direct funding from those benefiting, promoting financial transparency.
Challenges	**Complexity of Coordination:** Implementing a joint funding structure requires significant coordination and agreement between MW and KCC, which may be complex to achieve in practice. **Political Will:** Securing agreement from both entities and gaining public support for joint funding mechanisms could be challenging.

Table 27: Evaluation of Option 5 against reform objective two

Objective	2. Demonstrate value for money in delivering agreed Level of Service targets
Evaluation	Weak alignment with demonstrating value for money, leveraging centralised coordination and combined expertise for efficient service.
Reasoning	**Centralised Coordination:** The joint venture model has the potential to leverage resources and expertise from both MW and KCC, potentially increasing efficiency and effectiveness in service delivery. **Performance Tracking and Evaluation:** Joint oversight could ensure robust monitoring and accountability, promoting value for money. But this could be at the cost of delayed decision making due to the time it would take to develop consensus across MW and KCC. **Efficient Service Delivery:** Centralised management through the joint venture, once operational, has the potential to optimise resource use. But this would be offset by the costs of establishing the joint venture.
Benefits	**Resource Optimisation:** Combined resources when transferred to the joint venture from MW in particular and expertise from KCC in managing diverse stakeholder requirements has the potential to result in more effective utilisation of those resources.
Challenges	**Operational Complexity:** The joint venture approach introduces additional complexity in coordination and management, which could affect efficiency if not well managed.

Table 28: Evaluation of Option 5 against reform objective three

Objective	3. Integrate stakeholder feedback and expert recommendations into decision-making
Evaluation	Partially aligned with integrating stakeholder feedback and expert recommendations, dependent upon the regulatory framework that the joint venture falls under.
Reasoning	**Stakeholder Engagement:** The potential for regular community engagement and transparent updates is contingent on whether the joint venture is subject to ESC oversight. If not, it is unclear how opportunities for stakeholder input will be structured and maintained. **Expert Recommendations:** The integration of expert recommendations hinges on the regulatory framework. With ESC oversight, the joint venture can ensure that expert advice is systematically considered. Without such oversight, the mechanism for incorporating expert recommendations remains uncertain and poses a risk.
Benefits	**Community Trust:** If ESC oversight is in place, enhanced engagement and transparency can build trust and ensure that decisions align with stakeholder expectations. **Evidence-Based Decisions:** Under ESC regulation, leveraging the combined expertise of MW and KCC ensures that decisions are based on comprehensive data and best practices, leading to more informed and effective outcomes.
Challenges	**Resistance to Change:** Both internal (staff) and external (residents) resistance to the new structure must be carefully managed through comprehensive communication and reassurance strategies to mitigate potential pushback and ensure a smooth transition. **Regulatory Uncertainty:** The primary challenge lies in the uncertain regulatory oversight. Without clear ESC involvement, the processes for stakeholder engagement and incorporating expert recommendations are unclear, increasing the risk of inconsistent decision-making.

Table 29: Evaluation of Option 5 against reform objective four

Objective	4. Principles for decision-making on changes to governance of beach maintenance service funding and delivery
Evaluation	Potentially aligned with principles for decision-making on governance changes, though the complexity of establishing a joint venture and the uncertainty of regulatory oversight pose significant challenges.
Reasoning	**Clarify Oversight Responsibilities:** The effectiveness of defining roles within the joint venture is contingent on whether the ESC oversees the venture. ESC oversight can simplify governance and accountability, while its absence could lead to ambiguity**.** **Realign Contractual Arrangements:** Existing contracts will need to be adapted to fit the new joint venture structure. This realignment will be more straightforward under a clear regulatory framework, which is currently uncertain. **Implement Performance Monitoring:** Robust monitoring and evaluation systems are essential for continuous improvement and alignment with service standards. The ability to implement these systems effectively is influenced by the level of regulatory oversight.
Benefits	**Unified Governance:** Centralising governance within a joint venture simplifies structures and enhances accountability particularly if ESC oversight ensures clear guidelines and frameworks. **Regulatory Compliance:** Ensuring operations remain compliant with existing legal frameworks is crucial. ESC oversight is more likely to ensure regulatory compliance and minimise risks.
Challenges	**Bureaucratic Complexity:** Setting up and managing a joint venture involves navigating significant legal, operational, and bureaucratic complexities, which are compounded by the uncertain regulatory environment. **Service Disruption:** Ensuring continuity and quality of service during the transition to the new model requires careful planning, especially in the face of regulatory ambiguity.

12.8 Summary

Option 5 proposes the creation of a joint venture between MW and KCC to form a dedicated utility focused on beach maintenance services. This model aims to centralise asset management and contractor engagements, leveraging the combined resources and expertise of both entities to enhance service delivery efficiency. The joint venture would handle all beach maintenance services across both the Tidal Waterways and Quiet Lakes precincts, aiming for a cohesive and coordinated approach. While the establishment of a new organisational structure introduces overhead costs and

complex legal matters, the potential long-term benefits of improved coordination and service efficiency are significant, making this a potentially viable option for sustainable beach maintenance.

Funding for this model would be sourced through a beneficiary pays mechanism, with MW introducing a tariff under section 259(1) of the *Water Act 1989* and KCC implementing a Special Charge under section 163 of the *Local Government Act 1989*. The centralisation of services under the joint venture is expected to optimise the use of resources from both MW and KCC, although the transition involves complex coordination and potential service disruptions.

The joint venture would commit to transparent updates to keep the community informed. However, the success of this model hinges on the regulatory framework it falls under, with ESC oversight being most likely to ensure robust stakeholder engagement and the incorporation of expert recommendations. Without such oversight, the regulatory uncertainty poses a risk to the effectiveness of this model.

13. Option 6 – Refreshed Management Plan model

13.1 Overview

The Refreshed Management Plan option proposes maintaining KCC as the primary entity responsible for funding and managing beach maintenance services while introducing enhancements to the existing framework to improve transparency, accountability, and community engagement. This approach builds on the existing Management Plan, which has been effective for over seven years, and aims to address current deficiencies by strengthening governance and reporting mechanisms.

The option acknowledges the effectiveness of the existing Management Plan while addressing the lack of direct connection between KCC and service producers. By enhancing governance and reporting mechanisms, KCC can ensure better oversight and accountability, improving service delivery and reinforcing trust with the community. This model aims to maintain the stability of the current system while introducing targeted improvements to address identified deficiencies.

13.2 Funding of services

KCC would continue to be responsible for funding beach maintenance services across both the Tidal Waterways and Quiet Lakes precincts.

KCC would reintroduce a Special Charge under section 163 of the *Local Government Act 1989*. The tariff would apply to all properties that are adjacent to the artificial beaches in the two precincts.

13.3 Delivery of services

KCC would continue to contract MW to deliver the beach maintenance services at both precincts. However, enhanced procurement processes would be introduced to ensure competitive selection of service providers. KCC would form an evaluation committee with MW to select contractors and oversee performance.

13.4 Reporting and accountability

KCC would implement robust reporting and accountability measures to ensure transparency and maintain public trust. Regular updates on beach maintenance activities, performance metrics, and financial expenditures would be communicated to the community.

Public reporting

KCC would commit to reporting performance against targets defined in the Management Plan at least annually, with an ambition to provide quarterly updates where feasible.

Community engagement

Enhanced communication through newsletters, public forums, and online platforms would ensure residents are informed and engaged with the maintenance activities and their outcomes.

13.5 Implementation plan

This implementation plan details the sequential steps necessary to implement the refreshed Management Plan option.

13.5.1 Step 1: Stakeholder engagement and communication

The first step involves identifying all relevant stakeholders, including householders adjacent to the beaches, local councillors, community groups, and MW. KCC will conduct consultations through meetings and public forums to gather input and address any concerns. Following these consultations, a detailed communication plan will be developed to inform residents about the changes, including the rationale, benefits, and potential impacts of the new responsibilities.

13.5.2 Step 2: Define roles and responsibilities

KCC will clearly outline its specific responsibilities for the maintenance of the beaches in both precincts. This involves confirming the existing Management Plan's performance targets and service standards to ensure consistency. Additionally, the roles of the evaluation committee, which includes members from KCC and MW, will be defined to ensure a collaborative and transparent selection process for service providers.

13.5.3 Step 3: Secure funding

KCC will reintroduce a Special Charge under section 163 of the *Local Government Act 1989*, specifically targeting properties that directly benefit from the beach maintenance services. This charge will apply to all properties adjacent to the artificial beaches in both precincts. The tasks involved include developing the Special Charge proposal, conducting public consultations, and securing approval from the council.

13.5.4 Step 4: Develop service delivery framework

KCC will develop operational plans for the enhanced maintenance of the Tidal Waterways and Quiet Lakes precincts. This includes improving procurement processes to ensure competitive selection of service providers. KCC will form an evaluation committee with MW to select contractors and oversee performance. Training will be provided for KCC staff to ensure they are fully equipped to handle the responsibilities of managing the artificial beaches.

13.5.5 Step 5: Implementation

KCC will begin the implementation of the enhanced service delivery framework. This step involves the actual rollout of the improved processes and systems developed in Step 4. KCC, in collaboration

with MW, will ensure that service providers are selected competitively and performance is closely monitored to maintain high service standards.

13.5.6 Step 6: Reporting and accountability

KCC will implement robust reporting and accountability measures to ensure transparency and maintain public trust. This involves informing the community about changes in responsibilities and providing updates on maintenance activities and outcomes. Public reporting will be conducted at least annually, with an ambition to provide quarterly updates where feasible. This ensures residents are kept informed and can hold KCC accountable.

13.5.7 Assessment and review

An annual performance review will be conducted to assess KCC's performance against the Management Plan's targets and standards. Feedback from residents and stakeholders will be gathered to inform continuous improvement. Based on performance data and feedback, management plans will be revised and adjusted accordingly.

13.6 Potential challenges and mitigation strategies

13.6.1 Political will and support

Introducing a Special Charge that covers both the Quiet Lakes and Tidal Waterways precincts requires strong political will from the KCC. The Council needs to reinstate the Special Charge that was previously in place to fund 50% of the Quiet Lakes precinct services but was removed in 2022 following a Council meeting in September 2021. This reinstatement could face political resistance and demands a compelling justification to gain support.

Moreover, extending the Special Charge to the Tidal Waterways precinct presents another political challenge. KCC initially chose not to implement this charge for the Tidal Waterways because the beaches were considered to provide some public benefits due to their accessibility. Reversing this decision will require clear, evidence-based arguments to convince stakeholders of the necessity of the Special Charge.

To mitigate these challenges, comprehensive consultations with the community and key stakeholders are essential. Explaining the benefits and necessity of the Special Charge in detail through transparent communication will help build trust and support. Engaging local councillors and political leaders to address their concerns and highlight successful case studies from other regions can further strengthen political advocacy efforts.

13.6.2 Resistance to change

Householders in the Quiet Lakes precinct may resist paying a higher Special Charge than the one removed in 2022, viewing it as an additional financial burden. Similarly, householders in the Tidal Waterways precinct might resist the introduction of a Special Charge for the first time, questioning its fairness and necessity.

To address these issues, a phased or glide path approach for introducing the Special Charge could mitigate the financial impact on householders. Clear and consistent communication about the phased approach and its benefits is crucial in alleviating concerns. Involving community members in the decision-making process will also help to ensure that their voices are heard and considered, fostering a sense of ownership and acceptance.

13.6.3 Bureaucracy and complexity

The introduction of an evaluation committee and the collaborative decision-making process between KCC and MW adds a layer of bureaucracy and complexity. This complexity can become problematic if KCC and MW do not agree on which service provider to choose from the MW tender panel. Disagreements could delay the procurement process and affect the timely delivery of beach maintenance services.

To mitigate these risks, it is important to establish clear protocols and decision-making frameworks for the evaluation committee. Regular coordination meetings and predefined criteria for selecting service providers can help ensure that both KCC and MW are aligned in their choices. Additionally, engaging a neutral third-party mediator could be considered to resolve any disagreements that arise, ensuring that the procurement process remains efficient and effective.

By addressing these potential challenges with thoughtful and strategic mitigation measures, KCC can enhance the likelihood of successful implementation and operation of the beach maintenance services under the Refreshed Management Plan model.

13.7 Assessment against reform objectives

Option 6 has the potential to be aligned with all four reform objectives. However, this largely depends on the extent to which KCC is willing to require opportunities for stakeholder input into to draft decisions and adoption of recommendations made by experts in the maintenance of the Patterson Lakes Waterways artificial beaches.

Table 30: Evaluation of Option 6 against reform objective one

Objective	1. Establish a long-term, stable, and feasible funding source
Evaluation	Aligned with establishing a long-term, stable, and feasible funding source, but significant challenges exist in gaining political support and resident acceptance.
Reasoning	KCC would reintroduce a Special Charge under section 163 of the *Local Government Act 1989*, targeting properties adjacent to artificial beaches. This funding model ensures that costs are borne by the direct beneficiaries of the services.
Benefits	**Dedicated Funding Source:** This approach provides a clear and dedicated revenue stream specifically for beach maintenance, ensuring financial stability. **Local Accountability:** The established relationship of KCC increases the likelihood that the change will be effectively communicated with the local community.
Challenges	**Political Will:** The reintroduction of the Special Charge requires substantial political support and advocacy, particularly in light of its previous removal. **Resident Resistance:** Potential pushback from householders, particularly those who will face the charge for the first time in the Tidal Waterways precinct.

Table 31: Evaluation of Option 6 against reform objective two

Objective	2. Demonstrate value for money in delivering agreed Level of Service targets
Evaluation	Aligned with demonstrating value for money through improved monitoring and procurement processes. KCC's enhanced oversight over contractors engaged by MW aims to ensure efficient and effective service delivery.
Reasoning	KCC will enhance procurement processes to ensure competitive selection of service providers and establish an evaluation committee with MW to oversee contractor performance. This allows KCC to effectively monitor and ensure the quality of services provided by contractors engaged by MW, thus improving accountability and service delivery.
Benefits	**Enhanced Monitoring:** Increased oversight by KCC of contractors increases the likelihood that KCC can assure the community and Council decision makers that performance standards are being met.
Challenges	**Coordination Complexity:** Ensuring seamless coordination between MW and KCC could be challenging, potentially leading to bureaucratic inefficiencies.

Table 32: Evaluation of Option 6 against reform objective three

Objective	3. Integrate stakeholder feedback and expert recommendations into decision-making
Evaluation	Potentially aligned with integrating stakeholder feedback and expert recommendations if Council requires stakeholder input before final decisions. Not aligned with expert recommendations as Council can ignore them without explanation.
Reasoning	KCC engages with residents through forums and consultations, which can facilitate stakeholder feedback in decision-making if explicitly required. However, Ordinary Council Meetings can make binding decisions without this input.
Benefits	**Enhanced Stakeholder Engagement:** If implemented by KCC, requiring stakeholder input before final decisions can make them more reflective of community needs, increasing public trust. **Improved Transparency:** If implemented by KCC, establishing a process for public comments on draft decisions can enhance transparency and community understanding.
Challenges	**Potential Delays:** Incorporating feedback can be time-consuming, delaying project implementation. **Conflict Resolution:** Conflicts between stakeholder feedback and expert recommendations, or among stakeholders, require fair resolution mechanisms. **Resource Intensive:** Engaging stakeholders and experts demands significant resources. **Risk of Inconsistency:** Without a clear policy, ignoring expert recommendations can lead to inconsistent decisions, undermining credibility.

Table 33: Evaluation of Option 6 against reform objective four

Objective	4. Principles for decision-making on changes to governance of beach maintenance service funding and delivery
Evaluation	Strong alignment with principles for decision-making on governance changes, ensuring clear, effective, and unified governance structures.
Reasoning	KCC will establish clear roles and responsibilities for managing beach maintenance, involving both KCC and MW in the evaluation committee. This approach aims to enhance governance and accountability while maintaining consistency with the existing Management Plan's performance targets and service standards.
Benefits	**Unified Governance:** Giving KCC greater insight into the selection of and monitoring the performance of the contractor selected to deliver beach maintenance services enhances accountability.
Challenges	**Bureaucratic Complexity:** The introduction of an evaluation committee and new oversight mechanisms adds a layer of bureaucracy that needs to be managed effectively. **Service Continuity:** Ensuring uninterrupted and high-quality service delivery during the transition to the new governance model requires careful planning and coordination.

13.8 Summary

Option 6, the Refreshed Management Plan model, proposes maintaining KCC as the primary entity responsible for funding and managing beach maintenance services while enhancing the existing framework to improve transparency, accountability, and community engagement. This option builds on the current Management Plan, which has been effective for over seven years, by addressing identified deficiencies through strengthened governance and reporting mechanisms. The aim is to maintain the stability of the current system while introducing targeted improvements that ensure better oversight and service delivery, ultimately reinforcing trust with the community.

Under this model, KCC would reintroduce a Special Charge under section 163 of the *Local Government Act 1989,* targeting properties adjacent to the artificial beaches in both the Tidal Waterways and Quiet Lakes precincts. KCC would continue to contract MW to deliver the beach maintenance services, with enhanced procurement processes to ensure competitive selection of service providers. An evaluation committee, comprising members from both KCC and MW, would oversee contractor performance. Robust reporting and accountability measures would be implemented, with regular updates on beach maintenance activities communicated to the community. This model emphasises comprehensive stakeholder engagement and continuous improvement through annual performance reviews, ensuring that community needs and preferences are effectively integrated into the decision-making process.

14. Recommendations

This chapter presents a detailed analysis of the six proposed options for the future management and funding of beach maintenance services in Patterson Lakes Waterways. Based on this analysis, we recommend the pursuit of Option 2 – Melbourne Water Only Model as the preferred reform option. However, since Option 2 is likely to face some degree of resistance, Option 6 – Refreshed Management Plan Model and Option 1 – Precinct-based Model should also be further developed as contingencies.

14.1 Primary Recommendation: Option 2 – Melbourne Water Only Model

Option 2-Melbourne Water Only model-presents the most robust and pragmatic solution. This model assigns MW the sole responsibility for funding and delivering beach maintenance services in both the Tidal Waterways and Quiet Lakes precincts. This approach simplifies accountability and leverages MW's established processes and infrastructure, which have been in place since 1991.

A key strength of this model is the streamlined governance structure, which consolidates all responsibilities under a single entity. MW will introduce a tariff under section 259(1) of the *Water Act 1989*, ensuring a dedicated and stable revenue stream. This method aligns with past practices and provides predictability and transparency in funding, benefiting from the robust ESC price determination process.

The model also benefits from MW's long-running expertise in managing large-scale waterway projects. By maintaining consistent service delivery standards across both precincts, MW can ensure efficiency and effectiveness by drawing on this expertise. Enhanced monitoring and accountability mechanisms, including regular performance reporting and community engagement, will incentivise MW to meet service standard targets and address any past service provision issues.

The political challenges associated with introducing a tariff are common to all options, whether in the form of a tariff or a Special Charge. By addressing these challenges through transparent communication and stakeholder engagement, and the proven track record of the ESC determination process, MW can build support for the funding mechanism and ensure its successful implementation.

14.2 Contingency recommendations

14.2.1 Option 6 – Refreshed Management Plan Model

As a contingency recommendation, the Refreshed Management Plan model offers a balanced approach that builds on the existing framework while introducing enhancements to address current deficiencies. Under this model, KCC remains the primary entity responsible for funding and managing beach maintenance services. The key enhancement involves the reintroduction of a Special Charge

under section 163 of the *Local Government Act 1989*, ensuring a dedicated revenue stream from properties adjacent to the artificial beaches in both precincts.

This model maintains the stability of the current system, which has been effective for over seven years in the face of numerous challenges previously discussed in this Strategic Review, while implementing targeted improvements in transparency and accountability. KCC will continue to contract MW for service delivery but with enhanced procurement processes to ensure competitive selection of service providers. An evaluation committee, comprising members from both KCC and MW, will oversee contractor performance, ensuring rigorous monitoring and adherence to service standards.

Robust reporting and accountability measures will be a cornerstone of this model, with KCC committing to regular public updates on maintenance activities and financial expenditures. Enhanced community engagement through various communication channels will further reinforce transparency and trust.

While the Refreshed Management Plan Model faces challenges related to political will and community resistance to reintroducing Special Charges, these can be managed through comprehensive consultations and a phased implementation approach. By clearly communicating the benefits and necessity of the Special Charge, KCC can build support and mitigate potential resistance.

14.2.2 Option 1 – precinct-based model

The precinct-based model reallocates responsibilities along precinct lines, assigning MW to the Tidal Waterways precinct and KCC to the Quiet Lakes precinct. The rationale behind this division is to capitalise on the strengths and specialised expertise of each entity. MW's extensive experience and specialised equipment make it well-suited to manage the complex needs of the Tidal Waterways, while KCC's familiarity with local recreational spaces and stakeholder engagement equips it to handle the Quiet Lakes precinct effectively.

A key advantage of this model is its clear and feasible funding mechanism. MW will introduce a tariff under section 259(1) of the *Water Act 1989*, ensuring a stable revenue stream determined by the ESC. Concurrently, KCC will implement a Special Charge under section 163 of the *Local Government Act 1989*, targeting properties that directly benefit from the maintenance services. This delineation of financial responsibilities ensures transparency and accountability, with costs borne by the beneficiaries of the services.

The model also promotes efficient service delivery by allowing each entity to leverage its strengths. MW will utilise its specialised equipment for the Tidal Waterways, while KCC can draw on its experience in managing local parks and recreational areas for the Quiet Lakes. Moreover, the model emphasises robust reporting and accountability, with both entities committing to regular public updates and community engagement through newsletters, forums, and online platforms. This transparency builds trust within the community and ensures residents are well-informed about maintenance activities and outcomes.

Despite the potential challenges of political resistance and the complexity of coordination between MW and KCC, these can be mitigated through proactive stakeholder engagement and the establishment of clear protocols and communication channels. By addressing these challenges head-on, the Precinct-based model can effectively meet all four reform objectives: establishing a stable funding source, demonstrating value for money, integrating stakeholder feedback, and ensuring strong governance principles.

14.3 Options to Discard

In our evaluation, Options 3, 4, and 5 were considered less viable for various reasons outlined below.

14.3.1 Option 3 – Kingston City Council Only model

While the Kingston City Council Only model promises unified governance, it faces significant logistical and political challenges that undermine its feasibility. The model proposes that KCC assume full responsibility for both funding and delivering beach maintenance services in the Patterson Lakes Waterways, covering both the Tidal Waterways and Quiet Lakes precincts.

The primary logistical challenge is the need for KCC to acquire specialised equipment and trained personnel to manage the Tidal Waterways, which currently relies on MW's resources and expertise. Transitioning these responsibilities would require substantial investment and coordination. Additionally, there is a significant risk of service disruption during the transition period, as KCC would need to establish new operational frameworks and procurement processes.

Politically, garnering support for reintroducing and extending the Special Charge to both precincts presents a major hurdle. KCC previously removed the Special Charge for the Quiet Lakes precinct in 2022, following community resistance. Reinstating this charge and extending it to the Tidal Waterways precinct, where it has never been applied, would likely face substantial opposition from residents and stakeholders. This resistance could impede the implementation and long-term stability of the funding mechanism.

14.3.2 Option 4 – Self-Regulation model

The Self-Regulation model, while innovative, is deemed impractical due to its complexity and reliance on full resident participation. This model proposes that residents form an Owners Corporation to manage and fund beach maintenance services, giving them direct control over service levels and pricing.

A critical issue with this model is achieving 100% participation from property owners, which is essential for financial viability. Without mandatory participation, the Owners Corporation may struggle to collect sufficient funds, leading to financial instability. Furthermore, the complexity of managing a large and diverse group of residents, each with their own preferences and expectations, poses significant governance challenges.

The legal and logistical complexities of establishing and operating an Owners Corporation for such a large and public-facing service are also substantial. Navigating regulatory requirements, securing

resident buy-in, and ensuring consistent service delivery across all properties would require extensive resources and coordination, making this model highly impractical.

14.3.3 Option 5 – Beach Maintenance Utility model

The Beach Maintenance Utility model offers potential long-term benefits through the formation of a joint venture between MW and KCC to establish a dedicated utility for beach maintenance services. This model aims to centralise asset management and contractor engagements, leveraging the combined resources and expertise of both entities to enhance service delivery efficiency.

However, the establishment of a new organisational structure introduces significant bureaucratic and regulatory complexities. Setting up a joint venture requires extensive legal and financial arrangements, which can be time-consuming and costly. The process of aligning the operational priorities and management practices of MW and KCC also presents a major challenge.

Additionally, the potential for service duplication and the need for clear demarcation of responsibilities and asset ownership further complicate the implementation of this model. Ensuring regulatory compliance and maintaining service continuity during the transition period would require meticulous planning and coordination, increasing the risk of operational inefficiencies.

14.4 Conclusion

In conclusion, MJA recommends the pursuit of Option 2–Melbourne Water Only model–as the primary approach to managing beach maintenance services in Patterson Lakes Waterways. This model offers a streamlined, efficient, and transparent solution under a single accountable entity. As viable alternatives, the Refreshed Management Plan model and the Precinct-based model provide complementary approaches that address the core objectives of stability, accountability, and effective service delivery. By adopting these recommendations, the government can ensure sustainable and effective beach maintenance services that meet the needs and expectations of the community.

Appendix 1. Responses to the Independent Review recommendations

In the period following the release of the IR Report, consistent with the recommendations of the IR, MW and KCC joined a Steering Group to work through the recommendations in detail. Parks Victoria declined to join the Steering Group, arguing that the functions allocated to it by the IR did not fall within the charter of Parks Victoria and it was not funded to provide those functions.

A1.1. Parks Victoria

Parks Victoria was appointed to undertake specified tasks as the Waterways Manager (under the *Maritime Safety Act 2010*) for the Patterson River between the Nepean Highway Bridge and Eumemmering Creek and carries out that function to this day. However, it had no direct management role or responsibilities with respect to the Patterson Lakes Waterways at the time the IR Report was prepared. As noted in previous sections, the preferred IR governance model (Option 1) argued that Melbourne Water should contract Parks Victoria to deliver the following additional functions:

- Tidal Waterways:
  - Dredging of the Tidal Waterways, Mariners Cove and Town Centre Harbour inside the floodgates
  - Waterweed control
  - Retaining wall maintenance
  - Jetty management, operation, maintenance and replacement
- Quiet Lakes:
  - Sand retrieval (if deemed appropriate)
  - Waterweed control.

Parks Victoria did not accept this recommendation and did not deem it appropriate to take over this function. There were a variety of regulatory and funding issues that underscored Parks Victoria's position. This however left the responsibility and funding for sand retrieval at Quiet Lakes 'unallocated', which became a difficult issue to address for MW and KCC in how each responded to the IR Report.

A1.2. Melbourne Water

Melbourne Water was not able to provide a pricing proposal for Patterson Lakes for the Commission's assessment as part of its 2013-16 Price Review. However, as an interim measure Melbourne Water proposed to:

- cease the existing Precept Charge
- fund services that the IR concluded had a public benefit through the Melbourne Metropolitan Waterways and Drainage Charge
- conduct further consultation with residents to inform a more detailed proposal at a later date

Though continuing to be of the view that it had no ongoing responsibility for the beach maintenance works, Melbourne Water had agreed to fund some ongoing works (primarily beach maintenance services) until the outcomes of the IR Report had been finalised and implemented.

The Commission approved Melbourne Water's interim proposal in its 2013 water price review final decision, subject to a further proposal from Melbourne Water.

That more detailed proposal was submitted to the ESC by MW on 19 December 2013. It set out the proposed arrangements for service delivery and cost recovery for the Patterson Lakes special drainage area for the period from 1 July 2014 to 30 June 2016.

Melbourne Water consulted with customers and key stakeholders on its proposed pricing strategy for Patterson Lakes in July and August 2013 for both the Tidal Waterways and Quiet Lakes. Consultation took the form of:

- distribution of information packs to households, doorknocking of homes within the area, three community information sessions
- a community ballot on dredging service level options for the Tidal Waterways
- a community ballot on water quality service options for Quiet Lakes.

The pricing proposal took into account the findings from those consultation. Key elements of the proposal were:

- implementing uniform user pays pricing for jetty related services and assets that are linked to private recreational benefit, including jetty replacement, maintenance and dredging feasibility costs.
- continuing to fund waterway health and regional drainage services through the Waterways and Drainage Charge.
- a negotiated transfer of the following functions to Kingston City Council, consistent with the IR Report recommendations:
  - beach raking and grooming
  - debris collection
  - beach weed spraying
  - grass maintenance to access easements, and
  - convening the Patterson Lakes Advisory Committee, and its newsletter and website.

If KCC agreed to the transfer of functions. MW estimated that a reduction in the Melbourne Metropolitan Waterways and Drainage Charge of 10 cents per Melbourne metropolitan customer would be required in 2014-15 to reflect the costs of those functions no longer being incurred by MW.

A1.3. Kingston City Council

Of the three institutions that were captured by the IR Report recommendations, the impact on KCC has arguably been the most significant.

Initial KCC Response (2014-2015)

The IR Report recommendations had significant financial and policy consequences for KCC, particularly the cost-shifting that resulted from implementation of the recommendations with respect to beach maintenance. At the time, KCC Council estimated these to be:

- operational costs of approximately $200,000 per annum, in addition to resourcing, administration, equipment and asset maintenance costs
- total asset maintenance costs, estimated to be $287,300 over the period 2014 to 2021, to ensure assets within Tidal Waterways were maintained to an acceptable condition rating

On 22 September 2014, Council resolved to:

- acknowledge the IR Report and 'in principle' accept the Report recommendations
- allocate $80k per annum to MW, to be reviewed every 5 years (an amount that it later increased) to assist with the cost of Melbourne Water continuing to undertake the responsibilities allocated to the Council (specifically beach raking and debris clean up activity)
- investigate an additional fee on the rates notice of Quiet Lakes residents, to recover their portion of the expenses to reflect the private nature of the quiet lakes beaches from these properties these expenses due to the private nature of the Quiet Lakes beaches.

This resolution formed the genesis of the Special Charge levied on Quiet Lakes properties from 2017, and the genesis of the decision to not levy a Special Charge on Tidal Waterways properties.

The $80,000 budget allocation was significantly lower than the actual costs incurred by MW when providing the services when funded by the Precept Rate. Table 34 provides the costs as outlined in the IR Report.

Table 34: Beach Maintenance costs incurred by Melbourne Water when funded by the Precept Rate as reported in the Independent Review Report

Works	Frequency of works/yr	Annual $ cost
Tidal Waterways (Opex)		
Beach raking	12	16,600
Debris collection beach and foreshore	12	60,000
Beach weed spraying	12	21,900
TOTAL		**98,500**
Quiet Lakes (Opex)		
Beach grooming	12	9,908
Debris collection	12	45,000
Beach weed spraying	12	7,008
Lighting bollards inspection program	6	1,000
TOTAL		**62,916**
GRAND TOTAL		**161,416**

KCC worked with Melbourne Water to develop a maintenance schedule that did not exceed Council's $80,000 per annum contribution. This new schedule (see Table 35) resulted in a more than 50% decrease in frequency of beach raking and debris collection and 41% decline in frequency of beach weed spraying for Tidal Waterways beaches.

Table 35: Proposed beach maintenance schedule

Works	Frequency of works/yr	Annual $ cost
Tidal Waterways (Opex)		
Beach raking	5	$8,444
Debris collection beach and foreshore	5	$21,887
Beach weed spraying	7	$20,702
TOTAL		**$51,033**
Quiet Lakes (Opex)		
Beach grooming	12	$6,492
Debris collection without hand raking	12	$15,853
Beach weed spraying	12	$7,260
Beach Sand Retrieval	1	$17,000
Lighting bollards inspection program	1	$982
Electricity supply	1	$2,000
TOTAL		**$49,587**
GRAND TOTAL		**$100,620**

As is apparent from Table 35, there was to be no change in the frequency of beach maintenance services at Quiet Lakes. Council presented the results of investigations into mechanisms that would establish an 'alternate charge system' to require Quiet Lakes property owners to contribute funds to offset the relatively higher 'level of service' provision. The estimated additional costs of providing the more frequent services was $41,857, which would equate to an additional rates charge of $154.00 per property, based on 273 properties directly benefiting from the services.

Council papers argued that the alternative charge system was warranted on the basis that the Quiet Lakes:

- had limited broader community access
- beach maintenance benefits accrued directly to a limited number of property owners
- were private in nature as opposed to the publicly accessible Tidal Waterways

With the benefit of hindsight, the conclusion that the public accessibility of the Tidal Waterways extended to the adjacent artificial beaches was unfortunate. From this point on, it appears Council has made funding decisions on the basis that maintenance of Tidal Waterways beaches must be funded from General Rates Revenue because the public accessibility of the waterway rules out introducing a Special Charge. This has resulted in 100% of Tidal Waterways artificial beach maintenance costs being funded from General Rates Revenue.

Introduction of the Special Charge Scheme (2015-2017)

The decisions made by KCC in 2015-2016 regarding beach maintenance in Patterson Lakes Waterways laid the foundation for an unsustainable funding framework. This outcome stemmed from KCC's assumption of responsibility for beach maintenance across Patterson Lakes Waterways, its acceptance that General Rates Revenue should contribute to offset maintenance costs, and the view that the artificial beaches in the Tidal Waterways precinct provide benefits to the entire KCC population.

These principles are evidenced by the Council's actions and reports during this period. On 27 July 2015, Council resolved to enter an agreement with Melbourne Water to maintain beaches at a cost of $80,000 for 2015/16 and to consult Quiet Lakes residents about a potential contribution mechanism. The subsequent Council report on 25 July 2016 highlighted reduced scope and frequency of maintenance services compared to the previous precept charge arrangement, increased inquiries from Quiet Lakes residents about maintenance standards, issues with sand depletion and potential safety hazards, and a lack of budget flexibility to address cost increases.

In response to these issues, the report proposed a resident contribution mechanism for Quiet Lakes properties to offset costs above the $30,000 budget allocation from General Rates Revenue. Notably, the Council papers did not present an option to fund additional costs entirely from General Rates Revenue. Instead, the $80,000 budget allocated in September 2015 was assumed to be the 'minimum' funding from General Rates Revenue, with the proposed resident contribution not expected to be the sole funding source.

While the report did acknowledge an alternative option of maintaining the status quo - continuing to pay $80,000 annually to Melbourne Water for the existing service level - this was noted to provide a level of service below resident expectations, particularly for Quiet Lakes.

The decisions made in these Council meetings established a precedent for using General Rates Revenue to maintain artificial beaches, while also introducing the concept of a resident contribution. This approach, which attempted to balance public and private benefits, ultimately led to the creation of an unsustainable funding model that is now under review.

Council was presented with the following recommendations in Council papers for the Council meeting on 27 February 2017:

That Council:

1. Note the results of the preliminary Quiet Lakes residents survey (Appendix 1) with regard to contributing toward an annual special charge per Quiet Lakes property for a higher level of beach maintenance service. The Special Charge would offset the cost of increasing service frequency to monthly and include debris raking (refer Appendix 4 Table 4.2).
2. Pursuant to section 163 of the *Local Government Act* introduce a Special Charge (estimated to be $175 per property based on Melbourne Water figures for 2016/17) to offset the cost of Quiet Lakes beach maintenance increasing to a monthly service year round, including debris raking by Melbourne Water, as set out in Appendix 4 Table 4.2.

3. Resolve that the existing Council contribution of $80,000 toward Patterson Lakes beach maintenance be adjusted on an annual basis to reflect the actual cost of providing the beach maintenance service agreed with Melbourne Water.
4. Resolve that Council allocate an additional $16,905 to increase the base level of service (as per Appendix 4 Table 4.1) of beach maintenance service at the Quiet Lakes.
5. Allocate an additional $5,720 annually should the State Government not commit to funding the sand retrieval activity for Quiet Lakes (refer to Appendix 4 Table 4.3) and adjust the special charge accordingly for residents to contribute the remaining 50% of the total cost of sand retrieval.

To initiate the formal Local Government Act process, the Council resolved on 22 May 2017 to announce its intention to declare the Special Charge. The proposed works included beach planing, debris hand raking, collection and disposal, beach spraying, sand retrieval, and maintenance of light bollards. Public notice was issued as per the Local Government Act requirements. The Special Charge was designated for properties with direct access to Lake Legana, Lake Illawong, and Lake Carramar, excluding properties in the former Tidal Waterways Special Precept Area.

On 24 July 2017, the Council approved the Special Charge, setting it at $173.92 per rateable property per year for five years starting 1 August 2017, aiming to partially cover the estimated $510,965 total cost for maintaining the Quiet Lakes artificial beaches.

Following the commencement of the Special Charge scheme a property owner subject to the Special Charge sought a declaration under s 185AA of the *Local Government Act 1989* that the whole Special Charge scheme was invalid. A second property owner sought to have KCC's decision to impose the Special Charge reviewed, pursuant to s 185 of the *Local Government Act 1989.*

The Victorian Civil and Administrative Tribunal (VCAT) heard both proceedings together over the period 18 to 22 June 2018. On 10 October 2018 the Deputy President of VCAT declared that the decision of KCC to declare the Quiet Lakes Special Charge Scheme was valid and confirmed the declaration of the Special Charge Scheme.

Operational Challenges (2019-2021)

In October 2019, Council resolved to eliminate the use of glyphosate for weed control due to health and environmental concerns. This decision significantly impacted beach maintenance operations and associated costs. Alternative methods such as steam weeding and manual weeding proved to be more costly and less efficient.

In the 2020 fiscal year, these alternative methods added approximately $1 million to KCC's overall weed control expenses, straining the budget allocated for maintaining the Quiet Lakes artificial beaches and other public spaces. The inefficiency of these alternatives led to a noticeable decline in the overall amenity of these areas.

In response to these challenges, KCC reconsidered its stance on glyphosate. After research conducted in collaboration with Deakin University and the Municipal Association of Victoria (MAV), KCC resolved in September 2021 to reintroduce the selective use of glyphosate in low-risk locations.

KCC Reconsideration of the Management Plan (November 2021)

With the Special Charge due to expire on 31 July, 2022 KCC was presented with an information paper on 22 November 2021, setting out three options for the future maintenance of the Patterson Lakes Waterways and beaches:

- **Option 1 - Cease Payment and Maintenance Responsibility:** This option proposed that the Council cease paying MW for the maintenance of their land and waterways. The rationale was that these waterways are a fundamental component of the regional drainage network and floodplain, thus falling under MW's jurisdiction. The recommendation was to shift the maintenance responsibility entirely to MW and apply the Melbourne Metropolitan Waterways and Drainage Charge funds to these assets. This was the recommended option
- **Option 2 - Re-enter Management Plan with MW with No Cost Recovery:** Under this option, the Council would re-enter into a management plan with MW, continuing the current arrangement. This would likely maintain the annual maintenance cost at around $350,000 for the next five years. The use of glyphosate for weed management might reduce this cost slightly. However, this option was not recommended because it would continue to impose significant costs on the Council without addressing the root issue of responsibility and jurisdiction
- **Option 3 - Re-enter Management Plan with a New Special Charge Scheme:** This option involved re-entering a management plan with MW and implementing a new Special Charge scheme that would cover the entire service area. This scheme would offset the maintenance costs through charges to residents. The process would be complex and lengthy, requiring extensive community consultation and approval. This option was also not recommended due to its complexity and the need for extensive community engagement and approval processes

An alternative motion was put by the Councillor representing the ward where the artificial beaches are located. It read as follows:

That Council:

1. Note that a premium in rates is derived from waterfront properties and the Patterson Lakes waterways comprise public open space, which are designated as reserves for recreation and drainage, and under the Water Act classed as waterways, with an essential regional drainage network and floodplain role;

2. Re-enter a management plan with Melbourne Water for the next 5 years with a revised cost base due to glyphosate usage;

3. Allow the special charge scheme for the Quiet Lakes to expire on 30 June 2022;

4. Enter into separate discussions to address sand replenishment of beaches with Melbourne Water, including for erosion at locations expressed to the open space department as public safety risks; and

5. Communicate via a distributed bulletin an update on the beach maintenance agreement to impacted properties now, and hereafter biannually a Patterson Lakes Waterways bulletin detailing maintenance and relevant waterways issues.

Following debate, the alternative motion was adopted by KCC on 22 November, 2021.

Ordinary Council Meeting

23 November 2026

Agenda Item No: 9.8

AWARD OF CONTRACT CON-25/090 - EDITHVALE ROAD, CHELSEA HEIGHTS - CONSTRUCTION OF BOARDWALK (CENTRE SWAMP DRAIN TO 400M EAST) - SOUTH SIDE

Contact Officer: Brian Trower, Team Leader Roads and Drains

Purpose of Report

The purpose of this report is to seek Council approval to award Contract No. 25/090 Edithvale Road, Chelsea Heights – Construction of Boardwalk (Centre Swamp Drain to 400m east) – south side on a lump sum basis to D&M Composites Pty Ltd at their submitted tender price of $2,376,074.00 (exclusive of GST).

Disclosure of Officer / Contractor Conflict of Interest

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

RECOMMENDATION

That Council:

1. Note the outcome of the tender evaluation report for Contract No. 25/090 Edithvale Road, Chelsea Heights – Construction of Boardwalk (Centre Swamp Drain to 400m east) – south side, as set out in confidential Appendix 2 attached to this report;
2. Award Contract No. 25/090 Edithvale Road, Chelsea Heights – Construction of Boardwalk (Centre Swamp Drain to 400m east) – south side for the lump sum price of $2,376,074.00 (exclusive of GST) to D&M Composites Pty Ltd; and
3. Approve the allocation of a separate contingency as described in the attached confidential Appendix 3; and
4. Authorise the Chief Executive Officer or their delegate to execute the contract documentation and any associated documents and to undertake all actions necessary to give effect to this resolution.

1. Executive Summary

The project to construct a boardwalk on Edithvale Road, between Longbeach Trail and the Edithvale-Seaford Wetlands Education Centre was identified through community consultation in the Walking & Cycling Plan and to address flooding on the existing path.

Tender submissions received for Contract No. 25/090 Edithvale Road, Chelsea Heights – Construction of Boardwalk (Centre Swamp Drain to 400m east) – south side have been assessed, and D&M Composites Pty Ltd was ranked as the highest scoring tenderer, after assessing company capabilities and financial factors.

The pre-tender estimate of this contract was $2.51M. The recommended tender price is lower than the estimate which aligns with current market trends in tendering.

The recommended tenderer has passed an independent financial viability check with appropriate financial guarantees being put in place. Council's Procurement and Contracts team have verified that their OH&S system is compliant as a Level 1 Contractor within the Amalgamated Councils of Victoria OHS Management System. D&M Composites Pty Ltd has extensive history in the construction industry, and they are deemed to be capable of successfully delivering the specified works at the submitted tender price.

2. Background

This request for Tender was undertaken to engage a suitably qualified contractor to deliver the construction of a boardwalk and Shared User Path along the south side of Edithvale Road between Longbeach Trail and the Edithvale-Seaford Wetlands Education Centre. The project will improve accessibility for pedestrians and cyclists between Chelsea Heights and Edithvale.

The proposal rated highly in the community consultation for the Walking & Cycling Plan. In addition, solutions were required to address constant flooding of the existing path along the southern side of Edithvale Road. An increase to the height of the path would raise it above Edithvale Road and prevent effective drainage into the wetlands. As a result, a boardwalk was identified as the most effective solution to improve access along this vital corridor for pedestrians and cyclists.

This project has been in design for 3 years due to it being a very complex design requiring approval from the Department of Transport and Planning (DTP) and Melbourne Water. Constraints include traffic management alongside an arterial road as well as concerns regarding migratory birds in the Edithvale Wetlands. As a result of the comments and requirements of Melbourne Water, it is proposed to deliver this project over the winter months of 2027 to avoid clashes with the movements and nesting periods of the birds in this important ecosystem. The project will be delivered between April and August 2027 in line with Melbourne Waters requirements.

The Edithvale Road, Chelsea Heights Construction of Boardwalk (from Centre Swamp Drain to 400m east) – south side works include the following:

- Construction of FRP (Fibre Reinforced Polymer) boardwalk and a new section of concrete shared user path to connect the existing shared path along Edithvale Road
- Bike safe rails on both sides of the boardwalk
- Line marking and signage
- Concrete sleeper retaining wall
- Bike safe rails near the concrete retaining wall
- Remove and replace concrete including footpaths and vehicle crossings

3. Discussion

3.1 Tender Evaluation

Responses were sought by advertised Public Tender which closed on Thursday 15 October 2026, at 2:00pm.

Five tenders were received. Evaluation of the results of this public tender process was carried out by a Tender Evaluation Panel in accordance with Kingston's Procurement Policy and advice received from Procurement and Contracts Department.

The tenders were assessed using a combination of qualitative and quantitative criteria.

In the evaluation matrix, the scoring was undertaken using the following weightings:

Qualitative Assessment:

- OH&S, Environmental and Insurance compliance – Pass / Fail
- Financial capacity of organization/business – Pass / Fail
- Experience / Past Performance – 20%
- Capacity and Resourcing – 20%
- Methodology – 10%
- Environmental – 10%

Quantitative Assessment:

- Price / Financial Benefit to Council – 40%

Appendix 2 (Confidential) includes a breakdown of scoring for each criterion as well as the overall score inclusive of price.

The highest overall score was achieved by D&M Composites Pty Ltd with a tender price of $2,376,074.00. D&M Composites Pty Ltd confirmed during a post tender interview their ability to meet the program and goals for this project.

4. Consultation

4.1 Internal Consultation:

Internal teams were consulted during the design phase of this project. These included Engineering Design, Open Space, City Works, Drainage Maintenance, Procurement and the Traffic and Transport Team.

4.2 Community Consultation:

Group	Method
Key Stakeholders Local Residents in Edithvale Road	Information bulletins have been sent out to residents in December 2025 Project signs on site in June 2026
General community	Your Kingston Your Say, Website Updates, Walking & Cycling Plan

4.3 Results/Findings:

Stakeholder feedback was implemented by the engineering design team.

5. Compliance Checklist

5.1 Council and Wellbeing Plan Alignment

Strategic Direction: Liveable and Sustainable - We live in a sustainable, well-planned and maintained city that preserves neighbourhood character, protects the environment and is future-focused
Strategy: Provide infrastructure and public spaces that enhance liveability, accessibility and are well-maintained now and into the future

Works covered by Contract No. 25/090 have been identified as necessary to sustain Council Road Infrastructure in the vicinity of Edithvale Road, Chelsea Heights between Longbeach Trail and the Edithvale-Seaford Wetlands Education Centre.

5.2 Governance Principles Alignment

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

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

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

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

5.3 Financial Considerations

Projected costings

Year 1 2026/2027	Year 2 2027/2028	Total Cost
$0.30M	$2.08M	$2.38M

Note: The contingency in the attached confidential Appendix 3 will only be required in the event of unexpected items or issues during construction.

Budget

The submitted price from the preferred tender is within the engineering estimated range and Council's overall Civil Infrastructure budget for 2026/2027 and 2027/2028. The project will be delivered over two financial years.

Staff Resources

All works required for this project are to be carried out under this contract. Council's contribution to staffing is limited to supervisory works which will be covered by existing staff resourcing.

5.4 Risk considerations

For the subject contract the preferred tenderer represents the best outcome to Council in terms of value for money.

Financial and OHS risks associated with this project will be appropriately managed through established procurement policies and contract clauses.

A financial risk assessment was completed for D&M Composites Pty Ltd, and they have passed the independent financial viability check with appropriate financial guarantees now in place.

Appendices

Appendix 1 - Edithvale Road, Chelsea Hights Boardwalk and Shared Path Construction - Face Sheet of Drawing K6888 (Ref 26/309383)

Appendix 2 - Combined Scoring Matrix (Ref 26/309372) - Confidential

Pursuant to Chapter 6, Rule 2 of the Governance Rules, this appendix is designated as confidential in accordance with the Local Government Act 2020.

Section 3(1)(h) of the Local Government Act 2020 applies as the appendix contains confidential meeting information, being the records of meetings closed to the public under section 66(2)(a).

The specified grounds apply because the appendix contains commercial information and assessments on unsuccessful suppliers

Appendix 3 - Contract CON 25-090 confidential contingency (Ref 26/319621) - Confidential

Pursuant to Chapter 6, Rule 2 of the Governance Rules, this appendix is designated as confidential in accordance with the Local Government Act 2020.

Section 3(1)(h) of the Local Government Act 2020 applies as the appendix contains confidential meeting information, being the records of meetings closed to the public under section 66(2)(a).

The specified grounds apply because the appendix contains commercial information

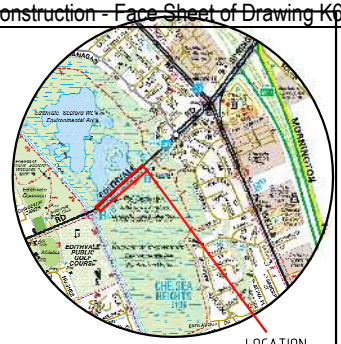
Author/s:	Brian Trower, Team Leader Roads and Drains
Reviewed and Approved By:	James Lenihan, Manager Infrastructure
	Samantha Krull, General Manager Infrastructure and Open Space

9.8

AWARD OF CONTRACT CON-25/090 - EDITHVALE ROAD, CHELSEA HEIGHTS - CONSTRUCTION OF BOARDWALK (CENTRE SWAMP DRAIN TO 400M EAST) - SOUTH SIDE

1 Edithvale Road, Chelsea Hights Boardwalk and Shared Path Construction - Face Sheet of Drawing K6888 487

EDITHVALE ROAD, CHELSEA HEIGHTS
SHARED PATH & BOARDWALK CONSTRUCTION



LOCATION OF WORKS

LOCALITY PLAN
NOT TO SCALE
MELWAYS REFERENCE MAP 93 E8

ASBESTOS
DRAINAGE PIPES, WATER PIPES, TELSTRA CONDUITS AND PITS CONTAINING ASBESTOS ARE LIKELY TO BE PRESENT IN THE VICINITY OF THESE WORKS. ANY WORKS WITHIN THE VICINITY OF THESE ASSETS MUST BE CARRIED OUT IN ACCORDANCE WITH COMPANY ASBESTOS HANDLING PROCEDURES

IMPORTANT
PROPOSED FOOTPATH LEVELS MUST BE SET CORRECTLY TO ENSURE D.D.A. COMPLIANCE. INCORRECT LEVELS MAY RESULT IN THE CROSSING REQUIRING REPLACEMENT OR THE FITTING OF TACTILE INDICATORS.

WARNING
BEWARE OF UNDERGROUND SERVICES AND OVERHEAD POWERLINES
THE LOCATION OF UNDERGROUND SERVICES SHOWN ARE APPROXIMATE ONLY AND THEIR EXACT POSITION MUST BE PROVEN ON SITE

NOTE
TRAFFIC MANAGEMENT
CONTRACTOR TO SUBMIT TRAFFIC MANAGEMENT PLAN WITH "APPLICATION FOR APPROVAL OF TRAFFIC MANAGEMENT PLAN".

DRAWING LIST

SHEET 1	FACE SHEET
SHEET 2	PAVEMENT AND SPEED CUSHION DETAILS
SHEET 3	RETAINING WALL AND BIKE SAFE FENCE DETAILS
SHEET 4	PLAN 1 IN FRONT OF BIRD HIDE PAVILION CAR PARK
SHEET 5	CROSS SECTION OF SUP IN FRONT OF BIRD HIDE PAVILION CARPARK
SHEET 6	PLAN 2 NEAR EDITHVALE SEAFORD EDUCATION CENTRE
SHEET 7	DETAILS ON PLAN 2
SHEET 8	CROSS SECTION 1 SUP NEAR SUP NEAR EDITHVALE SEAFORD EDUCATION CENTRE
SHEET 9	CROSS SECTION 2 SUP NEAR SUP NEAR EDITHVALE SEAFORD EDUCATION CENTRE
SHEET 10	SETOUTS 1
SHEET 11	SETOUTS 2
SHEET 12	LINE MARKRING AND SIGNAGES PLAN 1
SHEET 13	LINE MARKRING AND SIGNAGES PLAN 2

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FIGURE 1 EXAMPLE OF TPZ SIGN FROM AS4970-2009

TPZ FENCE - AS DENOTED ON THE PLANS

3.2.1 ERECTION OF TREE/VEGETATION PROTECTION FENCES

TREE PROTECTION FENCES MUST BE ERECTED AS PER THE TPP. NOTE THAT SOME FLEXIBILITY WILL BE REQUIRED IN PLACEMENT OF THE FENCE TO AVOID DAMAGING VEGETATION WHILE ALLOWING SUFFICIENT ROOM FOR WORKS. THE PA MUST APPROVE AND CERTIFY THE FINAL FENCE PLACEMENT.

TREE PROTECTION FENCES MUST BE PLACED SUCH THAT TREE BRANCHES DO NOT REQUIRE PRUNING OR ARE INTERFERED WITH. IF THE FENCES CANNOT BE PLACED SATISFACTORILY TO PROTECT TREES THEN THE PA SHOULD BE CONSULTED FOR ADVICE BEFORE PROCEEDING. IN THE SOUTH CAR PARK SECTION OF THE PROJECT SITE WHERE WORKS ARE CLOSE TO TREE STEMS AND FOLIAGE, TREE PROTECTION FENCES MAY CONSIST OF PROPERLY ERECTED AND MAINTAINED HIGH VISIBILITY WEB-MESH FENCING OR SIMILAR (E.G. 'BARRIER MESH', 'SAFETY MESH'). THE MESH FENCE MUST BE IN GOOD CONDITION AND AFFIXED WITH STURDY POSTS SUCH AS STAR PICKETS WITH SAFETY CAPS. THE FENCE IS TO BE ERRECTED IN LOCATIONS SHOWN IN THE TPP.

IN THE NORTH SECTION OF THE PROJECT AREA WHERE WORKS ARE NOT CLOSE TO TREE STEMS BRANCHES AND FOLIAGE TREE PROTECTION FENCES SHOULD CONSIST OF PROPERLY ERECTED 1.8M HEIGHT TEMPORARY FENCING PANELS SECURELY FASTENED TOGETHER. SIGNS MUST BE SECURELY FASTENED TO THE WEB MESH AND TEMPORARY FENCES FACING THE WORKS AREA AT INTERVALS THAT MAKE THEM VISIBLE AND LEGIBLE DURING DAYLIGHT HOURS FROM A DISTANCE OF UP TO UP TO10 METRES. SIGNS MUST DISPLAY THE WORDS: 'TREE PROTECTION ZONE. NO ACCESS' (SEE FIGURE 1 THIS SHEET).

SIGNS MUST BE MADE FROM A STURDY MATERIAL SUCH AS CORRUGATED PLASTIC (E.G., 'CORFLUTE') OR METAL. SIGNS MADE FROM CARDBOARD, PAPER (INCLUDING LAMINATED) OR OTHER MATERIALS THAT CAN FADE, TEAR OR DISINTEGRATE ARE NOT ACCEPTABLE. HANDWRITTEN SIGNS ARE NOT ACCEPTABLE AND PRINTED SURFACES MUST BE INDELIBLE. CONSTRUCTION PERSONNEL AND ASSOCIATED SERVICE PEOPLE (DELIVERY PERSONNEL, ETC.) AND CONTRACTORS MUST NOT BE ALLOWED TO ENTER THE FENCED TPZ AREAS WITHOUT PRIOR APPROVAL FROM THE PA. COUNCIL STAFF AND CONTRACTORS MAY ENTER THE FENCED AREA TO CARRY OUT NORMAL MAINTENANCE, MANAGEMENT AND INSPECTION DUTIES.
ARBORICULTURE PTY LTD ELEVATED BOARDWALK, EDITHVALE ROAD, CHELSEA HEIGHTS TMP PAGE 4 OF 12

MATERIALS MUST NOT BE STORED WITHIN FENCED TPZ AREAS, GARDEN BEDS OR NEAR OTHER BUCKETS, MACHINES, WHEELBARROWS, VEHICLES AND EQUIPMENT MUST NOT BE WASHED IN OR NEAR ANY TREE PROTECTION AREA (TPA) OR OTHER TREES ON THE SITE.

GENERAL NOTES

1. ALL WORKS TO BE CARRIED OUT IN ACCORDANCE WITH THE CITY OF KINGSTON STANDARD DRAWINGS AND SPECIFICATION AND TO THE SATISFACTION OF THE SUPERINTENDENT OR HIS NOMINATED REPRESENTATIVE.
2. PRESENCE OF HIGH PRESSURE GAS MAINS IN THE EXISTING FOOTPATH RESTRICTS ANY EXCAVATIONS WITHOUT PRIOR APPROVAL FROM PIPELINES SECURITY SERVICESTREAM.
3. THE LOCATION OF EXISTING SERVICES SHOULD BE DETERMINED BY THE CONTRACTOR PRIOR TO COMMENCING ANY EXCAVATION OR FOOTING WORKS BY CONTACTING ALL SERVICE AUTHORITIES. ANY EXISTING SERVICES SHOWN IN THE DRAWINGS ARE OFFERED AS A GUIDE ONLY AND ARE NOT GUARANTEED AS CORRECT.
4. TBM'S ARE SPIKES / NAILS LOCATED IN FOOTPATHS OR THE ROAD PAVEMENT, CHISEL GROOVES IN FOOTPATHS OR SPIKES IN THE BASE OF SEC POLES. ALL TBM'S ARE TO BE CONFIRMED BY THE CONTRACTOR PRIOR TO COMMENCEMENT OF WORKS. IT IS THE CONTRACTORS RESPONSIBILITY TO INSTALL EXTRA TBM'S IF SO REQUIRED.
5. IT IS THE CONTRACTOR'S RESPONSIBILITY TO MAINTAIN THE CONSTRUCTION AREA IN A SAFE MANNER AND TO BE SURE THAT ADEQUATE BARRIERS, LIGHTS AND SIGNS ARE INSTALLED AND MAINTAINED WHERE NECESSARY IN ACCORDANCE WITH A.S. 1742.3 - 2009 AND AS DIRECTED BY THE SUPERINTENDENT'S REPRESENTATIVE.
6. ALL ROAD CROSSINGS, VEHICLE CROSSINGS, FOOTPATHS AND RIGHT OF WAYS TO BE SAWCUT TO EXISTING SOIL / ROCK PRIOR TO EXCAVATION.
7. AT THE COMPLETION OF THE CONSTRUCTION WORKS, ALL AREAS DISTURBED DURING THE CONSTRUCTION e.g. KERBS, FOOTPATHS, VEHICLE CROSSINGS, ROAD PAVEMENT, SIGNS, STREET FURNITURE etc. ARE TO BE REINSTATED BY THE CONTRACTOR AT THE CONTRACTOR'S COST.
8. MINIMUM CONCRETE COMPRESSIVE STRENGTH: 32 MPa.
9. EXCAVATED MATERIAL, INCLUDING PIPES, PITS AND BROKEN CONCRETE ARE TO BE REMOVED FROM THE SITE. ALL TIPPING CHARGES TO BE BORNE BY THE CONTRACTOR.
10. LINE ON CROSS SECTIONS BETWEEN THE FOOTPATH AND PROPOSED KERB IS REPRESENTATIVE ONLY, CROSS SECTIONS MAY REQUIRE CUT OR FILL.
11. THIS DRAWING IS NOT TO BE SCALED, USE WRITTEN DIMENSIONS ONLY.
12. THE SITE SHALL BE CLEANED UP, ALL RUBBISH REMOVED AND THE SITE LEFT IN A CLEAN AND TIDY CONDITION TO THE SATISFACTION OF THE SUPERINTENDENT'S REPRESENTATIVE. ALL CONCRETE REINSTATEMENT TO BE CARRIED OUT BETWEEN EXISTING JOINTS.
13. ALL TREES CANNOT BE REMOVED AND MUST BE PRESERVED AND PROTECTED AT ALL TIMES.
14. TREE ROOTS - CUTTING, TEARING, SNAPPING AND BREAKING OF THE TREE ROOTS IS NOT ACCEPTED AND IS NOT IN ACCORDANCE WITH ACCEPTED ARBORICULTURAL PRACTICES.
15. NO TREE ROOTS GREATER THAN 50mm IN DIAMETER ARE TO BE CUT AND SMALLER SIZE ROOTS THAT ARE REQUIRED TO BE REMOVED ARE TO BE CLEANLY CUT USING A SHARP PRUNING SAW.
16. REMOVE BY GRINDING (OR OTHER METHOD APPROVED BY COUNCILS SUPERINTENDENT) ALL REDUNDANT LINE MARKING PRIOR TO INSTALLATION OF NEW LINEMARKING.
17. SECTIONS OF THE EXISTING PAVEMENT TO BE REMOVED, SHALL BE SAWCUT AND EXCAVATED TO PROPOSED SUBGRADE LEVEL. THE SUBGRADE IS TO BE COMPACTED TO THE SATISFACTION OF THE SUPERINTENDENT'S REPRESENTATIVE PRIOR TO CONSTRUCTION OF THE PROPOSED PAVEMENT AS PER THE DETAIL SHOWN.
18. CONCRETE COLOUR MUST BE 'ABILOX - PREMIUM SPECIAL BLACK' AT A DOSE RATE OF 2.0% BY WEIGHT IN GREY CEMENT. THE FINISH OF THE CONCRETE IS TO BE STEEL TROWEL INITIAL FINISH WITH A FINAL BROOM FINISH. THE BROOM FINISH IS TO BE PERPENDICULAR TO THE BACK OF KERB.
19. SHARED PATH ALONG THE VEHICLE CROSSING MUST BE SAFETY YELLOW OMNIGRIP. INSTALL YELLOW 3.0MM SYNTHITE AGGREGATE FROM THE OMNIGRIP CST RANGE ON CONCRETE PATH.
20. BIKESAFE BIKEWAY BARRIER TO BE MODDEX BS40 OR EQUIVALENT. COMPLIANCE TO AUSTROAD GUIDE TO ROAD DESIGN ANS RELEVANT STATUTORY WHS CODES OF PRACTICE/GUIDELINES. GALVANISED TO AS4792 AND AS/NZS 4680:2006. ALL STEEL MATERIAL TO BE STAINLESS STEEL HDG390 HOT-DIP GALVANISED (MIN 390G/M2)

REF.	DATE	CHECKED	REVISION
H	5/08/2026		ISSUED FOR CONSTRUCTION
G	5/05/2026		ISSUED FOR CONSTRUCTION
F	27/04/2026		ISSUED FOR DETAILED DESIGN ENDORSEMENT
E	12/03/2026		ISSUED FOR DETAILED DESIGN ENDORSEMENT
D	5/03/2026		ISSUED FOR DETAILED DESIGN ENDORSEMENT
C	23/02/2026		ISSUED FOR DETAILED DESIGN ENDORSEMENT
B	5/01/2026		ISSUED FOR DTP ENDORSEMENT
A	17/11/2025		ISSUED FOR COMMENTS

LEGEND

SEWER LINE — S —	VALVE	EXISTING DRAIN PIT	
GAS MAIN — G —	FIRE HYDRANT F.H.	PROPOSED DRAIN	
WATER MAIN — W —	TELSTRA PIT	PROPOSED DRAIN PIT	
TELSTRA CABLE — T —	ELEC. POLE	EXISTING K. & CH.	
ELEC. CABLE — E —	ELEC. AERIAL	EXISTING K. & CH. TO BE REMOVED	
HOUSE DRAIN — H —	EX.BOLLARD	PROPOSED K. & CH.	
EXISTING DRAIN — D —	POLE FENCE		
FENCE — \ —	GATE		

City of KINGSTON
1230 NEPEAN HWY CHELTENHAM 3192
Ph. 1300 653 356
PO BOX 1000 MENTONE VICTORIA 3194

EDITHVALE ROAD, CHELSEA HEIGHTS (CENTRE SWAMP DRAIN TO 400M EAST)
BOARDWALK AND SHARED PATH CONSTRUCTION
FACE SHEET

ENGINEERING DESIGN DEPARTMENT

DATUM	A.H.D
DESIGNED	P.S
DRAWN	P.S
FILE No.	185/4787

DRAWING NUMBER K6888 (H G F E)
SHEET 1 OF 13

Ordinary Council Meeting

23 November 2026

Agenda Item No: 9.9

AWARD OF CONTRACT CON-26/012 - SIGNS & STREET FURNITURE MAINTENANCE

Contact Officer: Mark Ciavaglia, Coordinator Road Maintenance

Matthew Hogan, A/ Team Leader Civil Maintenance

Purpose of Report

The purpose of this report recommends Council award CON 26/012 Signs & Street Furniture Maintenance to Summerhill Maintenance Services Pty Ltd.

Disclosure of Officer / Contractor Conflict of Interest

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

RECOMMENDATION

That Council:

1. Award CON 26/012 Signs & Street Furniture Maintenance to Summerhill Maintenance Services Pty Ltd (ABN 61 676 714 902), as per the Schedule of Rates and with the following conditions:
   a) An initial contract period of two (2) years from 1 December 2026 to 30 November 2028 at estimated Year 1 cost of $484,678 excluding GST; and
   b) Two optional 2-year extensions upon completion of the initial 2-year contract term, for a maximum contract term of six (6) years, up to a maximum contract value of $3,429,181.08 excluding GST; and
2. Authorise the Chief Executive Officer or their delegate to exercise the contract documentation and any associated documents, and to undertake all actions necessary to give effect to this resolution.

1. Executive Summary

The current Signs & Street Furniture Maintenance contract (CON 23/100) expires on 31 October 2026, and a public tender was advertised to establish a new contract, seeking one suitably qualified contractor to support the management and maintenance of Council's street signage and furniture assets, in accordance with the Council's Road Management Plan.

Following evaluation of all the submissions received, this report recommends that Council award Contract CON 26/012 – Signs & Street Furniture Maintenance to Summerhill Maintenance Services Pty Ltd as a Schedule of Rates contract. The proposed contract has an initial term of two (2) years, with two (2) further two-year extension options exercisable at Council's sole discretion, subject to satisfactory performance, providing a maximum contract term of six (6) years.

The adopted 2026/27 operational budget for these services is $484,678 excluding GST

Based on current adopted budget, assumed CPI increases and current workload indicators, the maximum projected expenditure over the full six-year contract term is $3,429,181.08 excluding GST.

The new contract supports Council's internal civil maintenance services in maintaining and repairing regulatory Signage and Street Furniture throughout the City of Kingston's road corridors and streetscapes, in accordance with Council's Road Management Plan. This will ensure the continued delivery of Signs and Street Furniture Maintenance across Council's network while maintaining service continuity, competitive pricing and access to a suitably qualified contractor capable of delivering responsive maintenance and repair work.

2. Background

With the current contract for Signs & Street Furniture Maintenance (CON 23/100) expiring on 31 October 2026, Council issued a request for tender to establish a new sole award contract for these services. The contract is intended to appoint a contractor that can provide specialised services to complement Council's internal teams in maintaining and repairing regulatory Signage and Street Furniture assets.

Routine and reactive maintenance of Council's signs and street furniture is currently carried out by two specialist contractors, Summerhill Maintenance Services Pty Ltd and ArtCraft Pty Ltd, who have provided this service to Council under successive contracts since 2016.

Council's regulatory signs and street furniture must be maintained in accordance with relevant VicRoads standards and Council's Road Management Plan (RMP), ensuring assets remain safe, compliant, and fit for purpose. Due to the specialised nature of this work and the need to meet prescribed engineering and maintenance standards, these services have historically been delivered through specialist contractors.

The proposed arrangement will provide Council with the capacity, expertise, and flexibility required to undertake both planned and reactive maintenance activities in a timely and cost-effective manner.

3. Discussion

3.1 Internal Review

As part of the due diligence for this procurement, an internal service review was undertaken of the service specifications, contract conditions and proposed delivery arrangements. The review confirmed that the requirements reflect contemporary industry standards and established good practice, are sufficiently clear to support consistent contractor performance and provide appropriate mechanisms for monitoring service quality, safety, responsiveness and value for money throughout the contract term.

A key objective of the contract is to support a more proactive and planned approach to Signage and Street Furniture maintenance, reducing reliance on reactive repairs where practicable. The sole award arrangement will provide access to an appropriately qualified contractor with the capacity to respond to emerging priorities, undertake programmed works and address identified defects before they escalate.

This approach aims to improve asset condition and service reliability, minimise disruption and safety risks, and deliver better long-term outcomes for the community.

3.2 Social Implications

Signs and street furniture are essential community assets relied upon daily by residents, businesses and visitors. Accordingly, maintaining the safety, functionality and

presentation of these assets is a key priority. This service contract will support the provision of a safe, accessible and well-maintained environment across the municipality, enhancing the amenity and usability of public spaces for all users.

The contract also requires the successful contractor to minimise disruption to pedestrians, motorists and other stakeholders during the delivery of works, while maintaining positive community and customer relationships. The preferred tenderer has demonstrated extensive experience in traffic management, stakeholder engagement and customer service, providing confidence in their ability to deliver the required services safely, efficiently and with minimal impact on the community.

3.3 Tender Process

The tender was advertised through Council's e-tendering portal, Tenderlink, on 23 July 2026 and closed on 20 August 2026. Prospective tenderers were invited to submit responses in accordance with the RFT specifications and supporting documentation.

A total of four (4) tender submissions were received. Following an initial compliance assessment, one submission was identified as non-conforming due to contract departures noted within the tender response. However, this did not preclude the submission from further evaluation.

Each submission was assessed in accordance with the evaluation criteria set out in the RFT Specification documents:

- Price 40%
- Experience 20%
- Community Benefit 10%
- Environmental Sustainability 10%
- Methodology 10%
- Capacity and Resourcing 5%
- Reporting 5%

Qualitative assessments were undertaken independently by each member of the Evaluation Panel against the approved evaluation criteria. Individual scores were subsequently reviewed and discussed at a consensus meeting, where final consensus scores were agreed. Upon completion of the qualitative assessment process, tender pricing was released to the Evaluation Panel for evaluation.

Based on the overall evaluation Summerhill Maintenance Services Pty Ltd demonstrated the capability, experience and capacity to deliver the services whilst providing the best value for money for Council.

4. Consultation

4.1 Internal Consultation:

The specification for Signs & Street Furniture Maintenance has been updated from the previous contract to reflect changes to the services and updated technical specification requirements. This was discussed with internal stakeholders prior to the tender process to ensure appropriate outcomes could be achieved. As a result of this consultative process necessary changes were made to ensure that the current contract meets stakeholder requirements.

The current contract arrangements are delivered by Summerhill Maintenance Services Pty Ltd and ArtCraft Pty Ltd. Following contingency internal discussion and consultation,

it was agreed the preferred option moving forward would be to appoint a sole contractor arrangement to ensure more consistent service delivery and value for money.

5. Compliance Checklist

5.1 Council and Wellbeing Plan Alignment

Strategic Direction: Liveable and Sustainable - We live in a sustainable, well-planned and maintained city that preserves neighbourhood character, protects the environment and is future-focused.

Strategy: Provide infrastructure and public spaces that enhance liveability, accessibility and are well-maintained now and into the future.

5.2 Governance Principles Alignment

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

The recommendation supports Council's ongoing financial sustainability by establishing a defined maximum contract value, utilising a competitive tender process to achieve best value for money, and assessing future funding requirements through Council's annual budget process.

The proactive maintenance of Council's signs and street furniture assets will help extend their service life, improve asset performance, and reduce the need for premature capital renewal. This approach is expected to deliver long-term financial benefits by minimising future renewal costs and maximising the value of Council's existing infrastructure investment.

5.3 Financial Considerations

Projected costings

Yr1	Yr2	Yr3	Yr4	Yr5	Yr6	Total 6 Yr Cost
$484,678.00	$504,065.12	$577,808.72	$598,777.63	$620,585.71	$643,265.90	$3,429,181.08

The projected annual costs include CPI adjustments and the allocation of contingency funding in Years 3 to 6.

Budget

The adopted 2026/27 operational budget for street sign and furniture maintenance is $484,678 (excl. GST), comprising $380,133 for the Civil Maintenance Team and $104,545 for the Traffic & Transport Team (excl. GST).

In this Schedule of Rates contract, the year 1 expenditure is based on the current workload indicators and to be in line with the current annual budget.

Based on this initial annual expenditure and allowing for an annual CPI increase of approximately 4%, the estimated total contract value over the full six-year term is $3,214,857.26 (excl. GST).

To provide flexibility for potential future growth and increased service demand arising from new residential developments within Kingston, an estimated contingency allowance of $214,323.82 excluding GST has been included over the life of the contract term, enabling Council to respond to additional traffic infrastructure and signage requirements that may arise from future development without the need for contract variations or additional procurement processes.

The inclusion of this contingency gives a maximum total contract value of $3,429,181.08 excl. GST.

Note this is a Schedule of Rates contract and future operational budgets will be reviewed annually through the budget cycle.

Staff Resources

This contract will be implemented and managed using existing resources within the City Works department.

Appropriate system access will be maintained for Summerhill Maintenance Services Pty Ltd to support the ongoing delivery, recording and reporting of maintenance activities, ensuring compliance with Council's Road Management Plan intervention timeframes and the effective management of routine and reactive maintenance requests.

5.4 Risk considerations

The service delivery, financial and occupational health and safety risks associated with the appointment of Summerhill Maintenance Services Pty Ltd are considered low and acceptable. These risks will be managed through established contract management practices, including clearly defined service requirements, regular performance monitoring, verification of insurances and relevant certifications, and compliance with applicable legislation, Council policies and procedures.

The appointment of a specialist contractor with demonstrated experience in the maintenance of signs and street furniture will support the efficient and timely delivery of both routine and reactive maintenance activities across the municipality. This will assist Council in meeting its obligations under the Road Management Plan (RMP) by ensuring defects and maintenance requirements are addressed within the required intervention timeframes, reducing risks to road users and maintaining the safety and functionality of Council's road related assets throughout the contract term.

Appendices

Appendix 1 - CON - 26/012 Tender Evaluation Summary - Total Consolidated Scores (Ref 26/303426) - Confidential

Pursuant to Chapter 6, Rule 2 of the Governance Rules, this appendix is designated as confidential in accordance with the Local Government Act 2020.

Section 3(1)(g)(ii) of the Local Government Act 2020 applies as the appendix contains private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage;

The specified grounds apply because this appendix includes commercially sensitive information.

Author/s:	Mark Ciavaglia, Coordinator Road Maintenance
	Matthew Hogan, A/ Team Leader Civil Maintenance
Reviewed and Approved By:	Daniel Smith, Team Leader Civil Maintenance, City Works
	Michael Eddington, Manager City Works
	Samantha Krull, General Manager Infrastructure and Open Space

Ordinary Council Meeting

23 November 2026

Agenda Item No: 9.10

AWARD OF CONTRACT CON 26/117 - NAMATJIRA PARK MASTERPLAN

Contact Officer: **Michelle Devanny, A/ Head of Project Delivery**
Fiona Mitchell, Project Delivery Lead (Major Projects)

Purpose of Report

The purpose of this report is to seek Council approval to award CON 26/117 Namatjira Park Masterplan – Head Contractor on a Lump Sum basis to 2Construct Pty Ltd (ABN: 28 109 517 188) at their submitted tender price of $11,630,469 (exclusive of GST).

Disclosure of Officer / Contractor Conflict of Interest

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

RECOMMENDATION

That Council:

1. Note the outcome of the tender assessment process for CON 26/117 Namatjira Park Masterplan – Head Contractor, as set out in confidential Appendix 1;
2. Award CON 26/117 Namatjira Park Masterplan – Head Contractor to 2Construct Pty Ltd (ABN: 28 109 517 188) for the fixed lump sum price of $11,630,469 (exclusive of GST);
3. Approve the allocation of a separate contingency of the amount nominated in confidential Appendix 2 and delegate authority to the Chief Executive Officer or delegate to expend this allowance to ensure the successful completion of the project; and
4. Authorise the Chief Executive Officer or their delegate to execute the contract documentation and any associated documents and to undertake all actions necessary to give effect to this resolution.

1. Executive Summary

As part of Kingston City Council's continued commitment to enhancing open space and sporting infrastructure, Council is delivering the Namatjira Park Masterplan (endorsed in August 2021). The project is supported by funding from the Australian Government's Thriving Suburbs Program and Council contributions.

The Namatjira Park Masterplan includes:

- New sports pavilion located at the southern end of the sports field
- Upgraded multi-sports field with new sports lighting
- Upgraded playground, including a new nature play area
- Outdoor gym upgrade
- New expanded skate/scooter/BMX facility for all skill levels

- Active play zone which includes:
    - 1 x tennis court
    - 1 x multi-use court (basketball/netball/futsal)
    - Table tennis
- Traffic and parking improvements
- Improved path and trail network with improved lighting
- Landscaping works to increase canopy cover with minimal tree loss.

Procurement for the project has been undertaken through a two-stage process. Stage 1 was a public Expression of Interest (EOI), with submissions assessed against mandatory and weighted criteria to establish a shortlist of four respondents. These respondents were then invited to participate in Stage 2, the Nominated Request for Tender (RFT) process.

In the Stage 2 tender process, submissions for CON 26/117 were assessed against both qualitative and quantitative criteria, with 2Construct Pty Ltd (the contractor) ranked as the highest scoring submission. The process has been overseen by an independent Probity Advisor.

Based on the assessment, it is recommended CON 26/117 Namatjira Park Masterplan – Head Contractor is awarded to the contractor at a fixed lump sum cost of $11,630,469 (exclusive of GST).

Taking both quality and price into account, the recommended tender is assessed as offering the best value for money for Council. The recommended contract price is within the budget allocated for the contract in the Quantity Surveyor's Pre-Tender Cost Plan.

The recommended contractor has passed financial viability checks. Council's Procurement and Contracts Department has verified that their OH&S system is compliant as a Level 1 Contractor within the Amalgamated Councils of Victoria OHS Management System.

The contractor has an extensive history in the construction industry, and they are deemed to be capable of successfully delivering the specified works at the submitted tender price.

Works are planned to commence in December 2026 and conclude in November 2027.

2. Background

At its Ordinary Council Meeting in August 2021, Kingston City Council resolved:

> *That Council:*
>
> *1. Note the consultation input and feedback on the draft Namatjira Park Masterplan;*
>
> *2. Adopt the Namatjira Park Masterplan;*
>
> *3. Refer the funding for the implementation of the Namatjira Park Masterplan to the development of future Council budgets and review of the Long-Term Financial Plan; and*
>
> *4. Commence advocacy activities to attract funding from Federal and State Governments towards the implementation of the Namatjira Park Masterplan.*

The Namatjira Park Masterplan sets a long-term vision for the 12.1-hectare site in Clayton South, strengthening its role as a key sporting and recreational space.

The park currently has a single oval playing field, single tennis court, sporting pavilion, bowls club, skate park, playground, tennis hit up wall, basketball half court and dog off-leash park.

It is currently home to three sporting tenants, including training and competition use for gridiron (a regional club), competition only use for cricket (no training facilities on site) and year-round use for lawn bowls.

The site also has wetlands with a catchment area of 634 ha. In addition to sporting groups, it is home to the Friends of Namatjira Park, which is an unincorporated community group with a long-standing history dedicated to enhancing the site's natural environment.

As part of Council's commitment to improve its open spaces, developing a masterplan for Namatjira Park has enabled working with the community to set the long-term vision for the park. This ensures the park continues to meet the current and future community needs.

The endorsed masterplan proposes significant improvements, including a relocated sporting pavilion, upgraded sports lighting, enhanced skate/scooter and BMX facilities, an improved playground and accessible pathways.

Following Council adoption of the masterplan, officers actively pursued funding opportunities to accelerate implementation. In October 2024, Council secured $9,167,500 through the Australian Government's Thriving Suburbs Program, with Council committing matched funding of $9,167,500 to fully deliver the masterplan.

A principal consultant was engaged in December 2025 to develop detailed designs for the implementation of the masterplan. The final design incorporates the key elements identified in the masterplan and meets the associated funding and delivery requirements.

3. Discussion

3.1 Stage 1 Expression of Interest (EOI) process

A public EOI process was undertaken as Stage 1 of the procurement process to establish a shortlist of suitably qualified contractors to participate in the Stage 2 Nominated Request for Tender.

The EOI was released on 21 July 2026 and closed on 31 July 2026. A total of 10 submissions were received, of which 6 met the mandatory criteria and progressed to evaluation.

Conforming submissions were assessed by the Evaluation Panel against the following weighted criteria:

- Capability and Performance
- Organisational Capacity and Structure
- Customer and Stakeholder Management
- Project Timing

Following individual assessment, panel review and consensus scoring, four respondents were shortlisted to proceed to the Stage 2 Nominated Request for Tender.

The shortlisted respondents demonstrated the strongest combination of relevant sports and community infrastructure experience, organisational capacity, ability to meet the required project timeframes and stakeholder management capability.

The Stage 1 EOI process was undertaken in accordance with Council's Procurement Policy and the approved Evaluation and Probity Plan. All tender evaluation panel members completed confidentiality and conflict of interest declarations, with no conflicts identified that required management.

3.2 Stage 2 Nominated Request for Tender (RFT) Evaluation

The construction contract was issued via TenderLink for a 6-week period closing on 20 October 2026 and only open to the shortlisted respondents from Stage 1. Prospective tenderers were invited to submit proposals in accordance with the Project Brief and were required to attend one mandatory site visit to be eligible to submit a conforming tender.

All four shortlisted contractors submitted a tender.

1. Following the tender close, submissions were assessed for conformance against tender criteria, and all four companies were assessed as conforming. Evaluation of this tender was carried out by a Tender Evaluation Panel in accordance with Kingston's Procurement Policy and advice received from the Procurement and Contracts Department. The tender process has also been overseen by an independent Probity Advisor. The tenderers were assessed using a combination of qualitative and quantitative criteria.

In the evaluation matrix, the tenders were assessed in accordance with the following criteria:

Qualitative Assessment:

- Construction Methodology and Program Schedule
- Capacity and Resourcing

Quantitative Assessment:

- Price

Confidential Appendix 1 includes a breakdown of scoring for each criteria as well as the overall score inclusive of price.

Post-tender interviews were conducted with three shortlisted tenderers, with the successful tenderer strongly demonstrating their ability to meet the program and goals for this project.

Following post-tender clarifications and interviews, the highest overall score was achieved by 2Construct.

The submitted price from 2Construct is $11,630,469 and is recommended for award. The recommended contract price is within the budget allocated for the contract in the Quantity Surveyor's Pre-Tender Cost Plan.

4. Consultation

4.1 Internal Consultation:

A Project Working Group (PWG) including members from across the organisation, has been established and met regularly throughout the design phase to inform the resolved masterplan.

Members include Inclusive Communities, Infrastructure, Major Projects Team, Active Kingston, Open Space, City Works, City Strategy, PMO and Traffic and Transport.

A Project Control Group (PCG) consisting of Managers from PMO and Major Projects, Active Kingston, Open Space, City Works and General Manager Infrastructure & Open Space has been established to ensure project governance during the construction phase of the project.

4.2 Community Consultation:

Not applicable during the tender evaluation phase. During construction, regular communications will be distributed to key stakeholders, neighbouring residents and the broader community to keep them informed of the project's progress and provide notice of any impact.

5. Compliance Checklist

5.1 Council and Wellbeing Plan Alignment

Strategic Direction: Liveable and Sustainable - We live in a sustainable, well-planned and maintained city that preserves neighbourhood character, protects the environment and is future-focused
Strategy: Provide infrastructure and public spaces that enhance liveability, accessibility and are well-maintained now and into the future

This contract will deliver improved opportunities to participate in sport and recreation at Namatjira Park by constructing renewed and improved community infrastructure.

5.2 Governance Principles Alignment

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

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

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

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

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

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

The project aligns with these principles by delivering important community infrastructure through responsible planning, funding and collaboration.

5.3 Financial Considerations

Projected costings

Previous Spend	FY26/27	FY27/28	Total Project Cost
$1,124,301	$10,099,680	$7,111,019	$18,335,000

Budget

Appropriate funding including cost escalations and contingencies has been allocated in Council's Capital Works Program for the implementation of the masterplan across the 26/27 and 27/28 financial years, including Federal Government funding through its Thriving Suburbs Program.

Federal Government	Council	Total
$9,167,500	$9,167,500	$18,335,000

Staff Resources

Two Project Managers are required to deliver the project over the construction delivery period and will be resourced from within Council.

Given the size and complexity of the project, the internal team will be supported by external Project Managers, Turner & Townsend, who have been appointed to provide additional specialist expertise and oversight and support successful project delivery.

5.4 Risk considerations

Key project delivery risks are being tracked and mitigated through the Project Control Group.

Key Risk	Details	Mitigation
Tree protection	A number of trees located near proposed works	Ongoing and close consultation with Council's Urban Forest team
Site access and traffic management	High volume of heavy vehicles entering and exiting site	Targeted engagement with impacted residents and traffic management plan review
Weather	Wet weather delaying progress on site	10 days of weather delays have been included in the proposed contract.

Appendices

Appendix 1 - Namatjira Park Masterplan Tender Evaluation Matrix (Ref 26/321625) - Confidential

Pursuant to Chapter 6, Rule 2 of the Governance Rules, this appendix is designated as confidential in accordance with the Local Government Act 2020.

Section 3(1)(g)(ii) of the Local Government Act 2020 applies as the appendix contains private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

The specified grounds apply because the appendix includes confidential pricing information from tender submissions.

Appendix 2 - Namatjira Park Masterplan Contingency (Ref 26/321860) - Confidential

Pursuant to Chapter 6, Rule 2 of the Governance Rules, this appendix is designated as confidential in accordance with the Local Government Act 2020.

Section 3(1)(a) of the Local Government Act 2020 applies as the appendix contains Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released.

The specified grounds apply because the appendix includes project contingency information.

Author/s:	Michelle Devanny, A/ Head of Project Delivery
	Fiona Mitchell, Project Delivery Lead (Major Projects)
Reviewed and Approved By:	Emily Boucher, A/ Manager PMO and Major Projects
	Samantha Krull, General Manager Infrastructure and Open Space

10. Customer and Corporate Support Reports

Ordinary Council Meeting

23 November 2026

Agenda Item No: 10.1

AWARD OF CONTRACT CON-24/121 - PROVISION OF ENTERPRISE ASSET MANAGEMENT SOLUTION

Contact Officer: Jordan Perdevski, Manager Information & Digital Technology

Purpose of Report

The purpose of this report is to seek that Council award Contract No. 24/121 Enterprise Asset Management Solution to Brightly Software Australia Pty Ltd, for an initial contract period of three (3) years, with two (2) x three (3) year contract extension options.

The estimated contract spend for the first year is $608,500 excluding GST, and the estimated cost for the initial three-year term is $1,394,163 excluding GST. The potential total contract value over the maximum nine (9) year contract is $4,695,016 excluding GST, including a 10% contingency of $426,820.

Disclosure of Officer / Contractor Conflict of Interest

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

RECOMMENDATION

That Council:

1. Award Contract 24/121 – Provision of Enterprise Asset Management Solution to Brightly Software Australia Pty Ltd as per the contract cost schedule and with the following conditions:
   a) An initial contract period of three (3) years at an estimated Year 1 cost of $608,500 excluding GST with an estimated cost for the initial three-year term of $1,394,163 excluding GST; and
   b) Two optional 3-year extensions upon completion of the initial 3-year contract term subject to satisfactory performance, for a maximum contract term of nine (9) years, up to a maximum contract value of $4,695,016 excluding GST, inclusive of a ten (10) per cent contingency allowance; and
2. Authorise the Chief Executive Officer or their delegate to exercise the contract documentation and any associated documents, and to undertake all actions necessary to give effect to this resolution.

1. Executive Summary

Council currently uses multiple systems to support management of its $2.2 billion community asset portfolio and associated maintenance activities, inspections, compliance functions and mobile workforce operations. Over time, Council's asset management environment has evolved to include a combination of asset management, work management, inspection and supporting systems that collectively support service delivery requirements across the organisation. The combined costs of these systems total $374,000 annually.

To support the long-term management of Council's asset portfolio and reduce complexity within the current environment, Council undertook a public tender process to identify a single Enterprise Asset Management (EAM) Solution capable of consolidating asset management, mobile work management, inspections, compliance activities and associated operational processes within a single integrated platform.

Following a competitive procurement process, evaluation panel assessment, supplier demonstrations, reference checks and due diligence activities, Brightly Software Australia Pty Ltd has been identified as the preferred supplier. The proposed solution will provide a consolidated platform for managing asset information, maintenance activities, inspections, work management and associated operational processes.

The proposed solution will consolidate multiple asset management, work management, inspection and compliance systems into a single enterprise platform.

Key financial and contract details	Amount / term
Initial contract term	3 years
Initial three-year contract value	$1.394 million (excluding GST)
Year 1 contract cost	$608,500 (excluding GST), comprising implementation costs of $243,500 and annual subscription costs of $365,000
Current annual operating cost of multiple systems.	Approximately $374,000 per annum
Future annual Enterprise Asset Management subscription cost	Approximately $365,000 per annum in Year 1, increasing annually in line with CPI (currently estimated at 5% per annum)
Maximum potential contract term	9 years, comprising an initial 3-year term and two optional 3-year extensions
Maximum contract value	$4.695 million (excluding GST), including contingency provisions

Please note: the contingency is not committed expenditure and has been included to provide flexibility over the maximum nine-year term for additional licensing, training, support, consultancy services, and changes to operational requirements.

2. Background

Council maintains a significant portfolio of community assets that support the delivery of services to the municipality, including roads, footpaths, drainage infrastructure, buildings, parks, sporting facilities and open space assets. Council's Asset Plan 2025-2035 values this portfolio at approximately $2.2 billion and identifies significant investment in asset operations, maintenance, renewal and upgrade activities over the next decade.

To support the complex management of these assets, Council currently utilises multiple systems that provide asset information, maintenance management, mobile work management, inspections, compliance activities and operational reporting. Over time, these capabilities have been delivered through multiple applications and supporting technology platforms.

The current primary asset management system was awarded under Contract 09/67 in February 2011. The current system has been utilised for more than a decade as Council's primary asset management platform and supports the management of Council's diverse asset portfolio.

The current mobile work order solution was subsequently awarded under Contract 18/110 through an initial multi-stage system development contract in March 2019. The program supports field-based operations through mobile inspections, maintenance activities, defect management and work order processing.

Over time, additional supplementary systems, integrations and supporting technology solutions have been introduced to address evolving business requirements, operational needs and functionality gaps within the existing environment. While these investments have enabled Council to continue meeting service delivery requirements, they have also resulted in a fragmented asset management environment comprising multiple applications, interfaces, datasets and support arrangements.

Together, these systems support the planning, inspection, maintenance and lifecycle management of Council's asset portfolio and are used across multiple operational and infrastructure service areas.

Recognising the increasing complexity of the current environment, the limitations of the existing systems, implications associated with maintaining multiple systems, and the need to support Council's long-term asset management objectives, Council commenced a competitive procurement process to identify a contemporary Enterprise Asset Management solution. The procurement sought an integrated platform capable of consolidating asset management, mobile work management, inspections and associated operational processes into a single strategic solution, reducing system fragmentation and supporting improved management of Council's asset portfolio into the future.

3. Discussion

3.1 Tender Evaluation

Tenders were sought through a publicly advertised Request for Tender for the provision of an Enterprise Asset Management Solution, with tender submissions closing on 20 February 2026. Ten submissions were received.

Evaluation of the tender submissions was undertaken by a Tender Evaluation Panel in accordance with Council's Procurement Policy and with support from the Procurement and Contracts Department. The Evaluation Panel comprised representatives from Information & Digital Technology, City Works, Infrastructure and Open Space.

Tender submissions were assessed against the approved evaluation criteria, comprising:

Qualitative Assessment

- Compliance with Business and Technical Requirements (30%)
- Methodology and Service Delivery (20%)
- Experience with Similar Projects (20%)

Quantitative Assessment

- Price (30%)

Following evaluation of the written submissions, two suppliers were shortlisted for supplier demonstrations and further assessment. This process included demonstrations against Council's operational use cases, clarification of proposed solutions, best and final offers, reference checks and procurement due diligence activities.

The Evaluation Panel determined that Brightly Software Australia Pty Ltd provided the strongest overall response to Council's requirements. The proposed solution demonstrated strong alignment with Council's asset management, maintenance and mobile workforce requirements, together with a defined implementation approach and experience delivering comparable solutions within local government. Reference checks and supplier due diligence activities provided additional assurance regarding the supplier's capability and experience.

A detailed Tender Evaluation Report is attached at Appendix 1.

3.2 Enterprise Asset Management Solution

The Enterprise Asset Management Solution will provide a single enterprise platform to support the management of Council's asset information, inspections, maintenance activities, work management and associated operational records. The solution will support a broad range of community assets including roads, drainage infrastructure, buildings, parks, open space and other infrastructure assets managed by Council.

Council currently relies on multiple systems to support asset management, maintenance and operational activities across Infrastructure, City Works and Open Space. The proposed solution will consolidate these systems within a single integrated enterprise platform.

The Enterprise Asset Management Solution is necessary for transformational change and capability uplift in asset management. It will ensure direct support for asset owners to make timely decisions about the assets required to deliver their services. Reporting and analysis timelines will be significantly improved for internal teams to have greater insight into asset performance. This will improve efficiencies and reduce waste on operational maintenance.

The Enterprise Asset Management Solution will provide:

- a significant uplift in Council's asset management capability and information management practices
- improved visibility of asset condition, performance, maintenance history and expenditure
- more timely and informed decision-making for asset owners, operational managers and service areas
- improved reporting and analytical capability to support maintenance, renewal and upgrade planning
- integration of asset information, inspections, maintenance activities and customer requests within a single enterprise platform
- improved coordination of planned maintenance programs and reactive customer requests
- reduced duplication of maintenance activities and associated operational effort
- stronger alignment between customer demand, maintenance programs and long-term asset planning
- improved integration with Council's Financial, Property & Rating and Customer Request Management systems
- reduced reliance on multiple standalone applications and supporting technology infrastructure.

The transformational uplift will be delivered through data-led integration of planned programs and reactive requests. When a customer submits a request, it will register against an asset which will also display other requests or planned maintenance. The requirement for extensive maintenance can be reduced if further works are already planned and the focus can be directed to maximising the customer experience.

The solution will also strengthen the connection between customer demand, asset performance and long-term asset planning, enabling information captured through customer requests, inspections and operational activities to better inform maintenance programs, renewal priorities and future asset investment decisions.

The solution will be delivered as a Software as a Service platform, providing ongoing vendor-managed maintenance, security updates and product enhancements while reducing Council's reliance on supporting application infrastructure and legacy technology environments.

The proposed contract structure provides Council with flexibility through extension options that may be considered at the completion of each contract term. This allows Council to review supplier performance, organisational requirements and alignment with Council's technology roadmap before committing to any future contract term.

4. Consultation

4.1 Internal Consultation:

Representatives from Information & Digital Technology, City Works, Infrastructure, Open Space, Active Kingston, Community Hubs and Facilities, and other operational business areas were consulted throughout the development of the requirements and procurement process. Operational stakeholders also participated in supplier demonstrations, interviews and evaluation activities.

4.2 Results/Findings:

Consultation with operational stakeholders informed the development of the tender specification, business requirements and evaluation criteria. The procurement sought an integrated Enterprise Asset Management Solution capable of supporting Council's asset management requirements and integrating with Council's Property & Rating, Customer Request Management and Financial systems.

5. Compliance Checklist

5.1 Council and Wellbeing Plan Alignment

Strategic Direction: Responsibly Governed - We are a transparent and efficient organisation that is accountable, responsive and cost-effective

5.2 Strategy: Ensure good governance through integrity, accountability, and continuous improvement.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.

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

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

5.3 Financial Considerations

Projected costings

Contract Component	Value
Initial 3-Year Term	$1.39m
Extension 1 (Years 4-6)	$1.33m
Extension 2 (Years 7-9)	$1.54m
Contingency (10%)	$0.43m
Maximum Contract Value	**$4.69m**

The initial three-year contract value comprises implementation services, software licensing and support costs. Subscription and support costs are subject to annual increases in accordance with the contract.

The contingency allowance of up to $426,820 excluding GST is not committed expenditure and will only be utilised if required for additional licensing, training, support, consultancy services or changes to operational requirements across the total nine-year term. An annual cost schedule is provided in Appendix 2.

Budget

Capital funding

The Year 1 cost of $608,500 excluding GST can be accommodated within the approved 2026/27 capital budget for the Enterprise Asset Management Solution project. This includes a one-off implementation cost of $243,500 and the first-year subscription cost of $365,000.

Current and proposed operating costs

The proposed solution replaces identified systems and supporting IT infrastructure with a consolidated software-as-a-service Enterprise Asset Management subscription. The comparison below shows the current environment and the proposed solution on a like-for-like annual basis.

Description	Current environment	Proposed solution
System - Asset Management	$79k	Included in proposed solution
System - Work Orders	$159k	Included in proposed solution
Supplementary Systems - Inspections, Compliance and Auditing	$100k	Included in proposed solution
Supporting IT hosted infrastructure	$36k	Included in proposed solution
Enterprise Asset Management subscription (Software as a Service)	–	$365k
Total annual operating cost	**$374k**	**$365k**
* Costs are shown excluding GST		

The 2026/27 financial year represents a transition period during which implementation of the Enterprise Asset Management Solution will commence with progressive migration from the existing asset management environment. During this period, both the current and replacement environments will operate concurrently to support data migration, integration, testing and business readiness activities.

Council currently invests approximately $374,000 per annum across asset management, work management, inspection, compliance and supporting technology platforms. These costs will continue to be incurred during implementation while existing systems remain operational.

From 2027/28 onwards:

- the Information & Digital Technology operational budget will fund the ongoing licensing, support and maintenance costs of the Enterprise Asset Management Solution
- the Enterprise Asset Management Solution will become Council's primary asset management platform
- existing asset management, work management, inspection, compliance and supporting technology systems are expected to be retired and will no longer require ongoing operational funding.

5.4 Risk considerations

Council manages a significant portfolio of community assets requiring ongoing investment, maintenance, renewal and lifecycle planning. The proposed solution will support the information, processes and reporting required to manage these assets and deliver Council’s Asset Plan.

The risk of not proceeding is that Council would continue to rely on multiple systems, limiting the ability to consolidate asset information, maintenance records and operational processes. This would retain existing support and lifecycle constraints and reduce Council’s ability to connect customer requests, planned maintenance and asset investment decisions.

Implementation involves asset data, business processes, system integrations and users across several departments. Principal risks include implementation capacity, data readiness, integration, service continuity, user adoption, supplier capacity and cost control. These will be managed through project governance, staged migration and testing, clear acceptance criteria, formal change control and monitoring of benefits and system retirement.

The recommended supplier has completed financial viability, compliance and reference checking processes. The contract structure provides future review points through extension options subject to satisfactory performance and continued alignment with Council’s operational requirements and technology roadmap.

Appendices

Appendix 1 - CON-24 121 Enterprise Asset Management Solution - Tender Evaluation Report - Signed (Ref 26/256326) - Confidential

Pursuant to Chapter 6, Rule 2 of the Governance Rules, this appendix is designated as confidential in accordance with the Local Government Act 2020.

Section 3(1)(g)(ii) of the Local Government Act 2020 applies as the appendix contains private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

The specified grounds apply because the document contains confidential commercial information provided by tenderers as part of a competitive procurement process, including supplier assessments, evaluation outcomes, commercial methodologies, reference checking and due diligence information. Public release would unreasonably expose the commercial positions of the tenderers to disadvantage and may prejudice future procurement activities.

Appendix 2 - CON-24_121 EAMS Contract Cost Table (Ref 26/255914) - Confidential

Pursuant to Chapter 6, Rule 2 of the Governance Rules, this appendix is designated as confidential in accordance with the Local Government Act 2020.

Section 3(1)(g)(ii) of the Local Government Act 2020 applies as the appendix contains private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

The specified grounds apply because the document contains commercially sensitive pricing information provided by the recommended supplier. Public release would unreasonably expose the supplier's commercial position to disadvantage and may impact future commercial negotiations and procurement activities.

Author/s:	Jordan Perdevski, Manager Information & Digital Technology
Reviewed and Approved By:	Matt Wilson, General Manager Customer and Corporate Support

Ordinary Council Meeting

23 November 2026

Agenda Item No: 10.2

GOVERNANCE AND COMPLIANCE REPORT

Contact Officer: Mariacela Lozano, Organisational Governance Officer

Purpose of Report

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

- The draft revised S6 Instrument of Delegation Council to Members of Council Staff (Appendix 1), incorporating new and amended legislative provisions (Appendix 2) and additional delegated positions.
- Informal Meetings of Councillor records. (Appendices 3, 4 and 5).

Disclosure of Officer / Contractor Conflict of Interest

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

RECOMMENDATION

That Council:

1. In the exercise of the powers conferred by the legislation referred to in the attached S6 Instrument of Delegation – Council to Members of Council Staff, 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 *S6 Instrument of Delegation - Council 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;
   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) is revoked;and
   d) The duties and functions set out in the instrument must be performed, and the powers set out in the instruments must be exercised, in accordance with any guidelines or policies of Council that it may from time to time adopt; and
2. Receive and note Informal Meetings of Councillors records.

1. Executive Summary

1.1 Instruments of Delegation

The proposed revised S6 *Instrument of Delegation – Council to Members of Council Staff* incorporates new and amended legislative provisions identified by Maddocks, including changes relating to the *Planning and Environment Act 1987*, *Road Management Act 2004* and *Food Act 1984*, together with amendments arising from replacement regulations.

The proposed instrument also includes new delegates under section 14 of the *Planning and Environment Act 1987*.

Council is requested to revoke the existing S6 Instrument of Delegation and adopt the proposed revised instrument provided at Appendix 1 with relevant legislative changes detailed in Appendix 2.

1.2 Informal Meetings of Councillors Records

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

Informal meetings of Councillors records are attached at Appendices 3, 4 and 5..

2. Discussion

2.1 Updates to the S6 Instrument of Delegation - Council to Members of Council Staff

New and Amended Legislative Provisions

Instruments of Delegation are regularly updated based on legislative changes and amendments identified by Maddocks that affect Council's powers, duties and functions.

The current S6 Instrument of Delegation was adopted by Council on 23 March 2026. The proposed amendments reflect legislative updates identified by Maddocks and have been reviewed and approved by relevant senior officers and General Managers.

The legislative changes, allocated delegates and applicable conditions and limitations, are detailed in Appendix 2.

Addition of delegated positions

In alignment with their operational responsibilities, the Vegetation Compliance Officer (VCO) and Senior Construction Liaison & Compliance Officer (CLCO) have been included as delegates under section 14 of the Planning and Environment Act 1987.

Summary of Changes

The following table summarises all changes made in the proposed revised instrument:

Legislation	New provisions or changes
Food Act 1984	New and amended delegations relating to food premises, including powers to issue directions and duties to revoke orders. Certain delegations are limited to temporary or mobile food premises.
***Planning and Environment Act 1987* – infrastructure contributions**	New and amended provisions relating to infrastructure contributions plans, including powers and duties under sections 46GG and 46GJ.
***Planning and Environment Act 1987* – compliance and enforcement**	New provisions relating to criminal proceedings and applications for specific, adverse publicity and commercial benefits orders under sections 126B, 132B, 132C and 132D.
Planning and Environment Interim Regulations 2026	Updated delegations following the replacement of the *Planning and Environment Regulations 2015*.

Road Management Act 2004	New provisions under Schedule 7, clauses 16(2B) and 16(2C).
Road Management (General) Regulations 2026	Updated delegations following the replacement of the 2016 Regulations, including provisions relating to consultation and applications for consent.
Road Management (Works and Infrastructure) Regulations 2026	Updated delegations following the replacement of the 2015 Regulations.
Planning and Environment Act 1987 – section 14	Include the Vegetation Compliance Officer (VCO) and Senior Construction Liaison & Compliance Officer (CLCO) as delegates to correct a previous omission.

2.2 Informal Meetings of Councillors Records

Rule 1 of Chapter 6 of the Governance Rules requires that records of informal meetings that are:

- Held for the purpose of discussing Council business, or for briefing Councillors; and
- Attended by at least six Councillors and at least one member of Council staff

must be tabled at, and recorded in the minutes of, the next convenient Council meeting.

The tabling of informal meetings of Councillors records aims to promote openness and transparency regarding Council decision making. Records are attached at Appendices 3, 4 and 5.

3. Consultation

3.1 Internal Consultation:

The proposed revised S6 Instrument of Delegation was reviewed in consultation with the General Manager Planning & Place, General Manager Infrastructure & Open Space, Manager City Development, Manager City Economy & Innovation and Manager Compliance & Amenity.

3.2 Community Consultation:

Consultation was not required.

4. Compliance Checklist

4.1 Council and Wellbeing Plan Alignment

Strategic Direction: Responsibly Governed - We are a transparent and efficient organisation that is accountable, responsive and cost-effective

Strategy: Ensure good governance through integrity, accountability, and continuous improvement.

S6 Instrument of Delegation – Council to Members of Council Staff

The revised S6 Instrument of Delegation – Council to Members of Council Staff ensures accountability by specifying the members of Council staff responsible for performing the relevant duties and functions.

Informal Meetings of Councillors Records

The tabling of Informal Meetings of Councillors Records promotes accountability by providing publicly available details of Councillor attendance at briefings and meetings other than formal meetings of the Council.

4.2 Governance Principles Alignment

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

S6 Instrument of Delegation – Council to Members of Council Staff

Adoption of the revised S6 Instrument of Delegation – Council to Members of Council Staff ensures that Council remains compliant with current legislative requirements.

Informal Meetings of Councillors Records

The tabling of Informal Meetings of Councillors Records is in accordance with Rule 1 of Chapter 6 of the Governance Rules, which Council is required to adopt and keep in force under Section 60(1) of the *Local Government Act 2020* (Act).

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

S6 Instrument of Delegation – Council to Members of Council Staff

The revised S6 Instrument of Delegation – Council to Members of Council Staff promotes transparency of Council actions and decisions by specifying the members of Council staff responsible for performing the relevant duties and functions.

Informal Meetings of Councillors Records

The recording of informal meetings of Councillors promotes public transparency regarding the actions of Council.

4.3 Financial Considerations

There are no budget or staff resource considerations associated with the recommendations of this report.

4.4 Risk Considerations

S6 Instrument of Delegation – Council to Members of Council Staff

Failure to adopt the revised S6 Instrument of Delegation – Council to Members of Council Staff may expose Council to governance and legal risks through reliance on outdated legislative references and the omission of new statutory powers and functions. Adoption of the revised instrument mitigates these risks and supports compliance with current legislative requirements.

Informal Meetings of Councillors Records

Failure to table Informal Meetings of Councillors Records would be inconsistent with Council's Governance Rules, which Council is required to adopt and keep in force under section 60(1) of the Act.

Appendices

Appendix 1 - Draft S6 Instrument of Delegations Members of Staff (Ref 26/57312)

Appendix 2 - S6 Instrument of Delegation - New and Changed Provisions Marked up - August 2026 (Ref 26/308299)

Appendix 3 - Informal Meeting of Councillors Record - Councillor Briefing - 4 November 2026 (Ref 26/320296)

Appendix 4 - Informal Meeting of Councillors Record - Draft Agenda Briefing - 9 November 2026 (Ref 26/322928)

Appendix 5 - Informal Meeting of Councillors Record - Strategic Briefing - 16 November 2026 (Ref 26/329957)

Author/s:	Mariacela Lozano, Organisational Governance Officer
Reviewed and Approved By:	Sharon Lozsan, Team Leader Council Governance
	Carly Mandich, Team Leader Organisational Governance
	Kelly Shacklock, Manager Governance, Risk and Integrity
	Matt Wilson, General Manager Customer and Corporate Support

10.2

GOVERNANCE AND COMPLIANCE REPORT

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2 S6 Instrument of Delegation - New and Changed Provisions Marked up - August 2026 597

3 Informal Meeting of Councillors Record - Councillor Briefing - 4 November 2026 617

4 Informal Meeting of Councillors Record - Draft Agenda Briefing - 9 November 2026 619

5 Informal Meeting of Councillors Record - Strategic Briefing - 16 November 2026 623

City of
KINGSTON

INSTRUMENT OF DELEGATION

S6 INSTRUMENT OF DELEGATION - MEMBERS OF STAFF

23 NOVEMBER 2026

Preamble

Instrument of Delegation

In exercise of the powers conferred by the legislation referred to in the attached Schedule, the Council:

1. delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described opposite each such duty and/or function and/or power in column 3 of the Schedule;

2. record that references in the Schedule are as follows:

Abbreviation	Position	Position Number
BSEH	Business Support - Environmental Health	3343
CEO	Chief Executive Officer	1714
CFO	Chief Finance Officer	3511
CDTSA	City Development Technical & Systems Administrator	2665, 3566
CMB	Coordinator Major Buildings	2510
CLAO	Customer Liaison and Administration Officer	1018, 1130, 1162, 1447, 1660, 1995, 2048, 2738, 2758, 3725
EHO	Environmental Health Officer	1377, 1405, 1489, 1574, 1592, 1790, 1879, 2052, 2562, 3192, 1028
GMCCorp	General Manager Customer & Corporate Support	1323
GMIOS	General Manager Infrastructure & Open Space	2773
GMPP	General Manager Planning & Place	2774
MCD	Manager City Development (Planning & Place)	1721
MCEI	Manager City Economy and Innovation (Planning & Place)	1302
MCS	Manager City Strategy (Planning & Place)	1365
MCW	Manager City Works (Inf & Open Space)	3517
MCA	Manager Compliance and Amenity (Planning & Place)	1141
MF	Manager Finance (CFO)	1145

Abbreviation	Position	Position Number
MGRI	Manager Governance, Risk & Integrity (Cust & Corp Support)	2969
MI	Manager Infrastructure	1036
MPS	Manager Property Services (CFO)	1384
MBS	Municipal Building Surveyor (MBS)	1810
PLAC	Planning Appeals Coordinator	3044
PLEO	Planning Liaison and Enforcement Officer	1558, 1855
PP	Principal Planner	2585, 2586, 2919
PStrgP	Principal Strategic Planner	2664, 3060, 3123, 3671
CLCO	Senior Construction Liaison & Compliance Officer	2790
SCLAO	Senior Customer Liaison and Administration Officer	2667, 2668
SPLEO	Senior Planning Liaison and Enforcement Officer	1715
SStatBP	Senior Statutory and Business Planner	1160, 1465, 1514, 1579, 1964
SStrgP	Senior Strategic Planner	3205, 3522
StatP	Statutory Planner	1415, 1816, 1889, 2735, 3039
StP	Student Planning Officer	2358
SO	Subdivisions Officer	1557
TLED	Team Leader Engineering Design (Infrastructure)	2028
TLEH	Team Leader Environmental Health (P&P)	1440
TLPPA	Team Leader Planning and Place Administration	1615
TLProp	Team Leader Property Services (CFO)	1330
TLRD	Team Leader Roads & Drains (Infrastructure)	1978
TLStatP	Team Leader Statutory Planning	1190, 1704, 2637, 3470
TLStrgP	Team Leader Strategic Planning	2990
TLTT	Team Leader Traffic and Transport (Infrastructure)	3272
TLVC	Team Leader Vegetation and Compliance	2924
TLWM	Team Leader Waste Management	1497
VCO	Vegetation Compliance Officer	3178
VSFTO	VicSmart / Fast Track Officer	3097

Positions Group	Position	Positions
All General Managers	All General Managers	GMIOS, GMCCorp, GMPP, GMCommS, CFO

3. declares that:

3.1 this Instrument of Delegation is authorised by a resolution of Council passed on 23 November 2026; and

3.2 the delegation:

3.2.1 comes into force immediately when the Chief Executive Officer of Council is authorised under resolution, the Chief Executive Officer executes the Instrument of Delegation;

3.2.2 remains in force until varied or revoked;

3.2.3 is subject to any conditions and limitations set out in sub-paragraph 3.3, and the Schedule; and

3.2.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and

3.3 the delegate must not determine the issue, take the action or do the act or thing:

3.3.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council;

3.3.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a

(a) policy; or

(b) strategy

adopted by Council;

3.3.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation; or

3.3.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff or delegated committee.

Signed by the Chief Executive Officer of Council)
in the presence of:)

Witness

Date:

Delegation Sources

- Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024
- Domestic Animals Act 1994
- Food Act 1984
- Heritage Act 2017
- Local Government Act 1989
- Planning and Environment Act 1987
- Residential Tenancies Act 1997
- Road Management Act 2004
- Planning and Environment Interim Regulations 2026
- Planning and Environment (Fees) Regulations 2016
- Road Management (General) Regulations 2026
- Road Management (Works and Infrastructure) Regulations 2026

S6 Instrument of Delegation - Members of Staff

Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
r 7	Power to enter into a written agreement with a caravan park owner	TLEH, GMPP, MCS, MCEI	
r 10	Function of receiving application for registration	TLEH, EHO, GMPP, MCS, MCEI, BSEH	
r 11	Function of receiving application for renewal of registration	TLEH, EHO, GMPP, MCEI, BSEH	
r 12(1)	Duty to grant the registration if satisfied that the caravan park complies with these regulations	TLEH, GMPP, MCD, MCEI	
r 12(1)	Power to refuse to grant the registration if not satisfied that the caravan park complies with these regulations	TLEH, GMPP, MCD, MCEI	

Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
r 12(2)	Duty to renew the registration if satisfied that the caravan park complies with these regulations	TLEH, GMPP, MCS, MCEI	
r 12(2)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	TLEH, EHO, GMPP, MCEI	
r 12(3)	Duty to have regard to matters in determining an application for registration or an application for renewal of registration	TLEH, EHO, GMPP, MCEI	
r 12(4) & (5)	Duty to issue certificate of registration	TLEH, EHO, GMPP, MCS, MCEI	
r 14(1)	Function of receiving notice of transfer of ownership.	TLEH, EHO, GMPP, MCS, MCEI	
r 14(3)	Power to determine where notice of transfer is displayed	TLEH, EHO, GMPP, MCS, MCEI	
r 15(1)	Duty to transfer registration to new caravan park owner	TLEH, EHO, GMPP, MCS, MCEI	
r 15(2)	Duty to issue a certificate of transfer of registration	TLEH, EHO, GMPP, MCS, MCEI	
r 15(3)	Power to determine where certificate of transfer of registration is displayed	TLEH, EHO, GMPP, MCS, MCEI	
r 16(1)	Power to determine the fee to accompany applications for registration or applications for renewal of registration	TLEH, EHO, GMPP, MCS, MCEI	
r 17	Duty to keep register of caravan parks	TLEH, GMPP, MCS, MCEI	
r 21(1)	Duty to notify a caravan park owner of the relevant emergency services agencies for the caravan park, on the request of the caravan park owner	TLEH, EHO, GMPP, MCS, MCEI	
r 21(2)	Duty to consult with relevant emergency services agencies	TLEH, EHO, GMPP, MCS, MCEI	
r 22	Power to determine places in which caravan park owner must display a copy of emergency procedures	TLEH, EHO, GMPP, MCS, MCEI	

Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
r 23	Power to determine places in which caravan park owner must display copy of public emergency warnings	TLEH, EHO, GMPP, MCS, MCEI	
r 24(2)	Power to consult with relevant floodplain management authority	TLEH, EHO, GMPP, MCS, MCEI	
r 26(b)(i)	Power to approve system for the discharge of sewage and wastewater from a movable dwelling	TLEH, EHO, GMPP, MCS, MCEI	
r 38	Function of receiving notice of proposed installation of unregistrable movable dwelling or rigid annexe	TLEH, EHO, GMPP, MCS, MCEI	
r 38(b)	Power to require notice of proposal to install unregistrable movable dwelling or rigid annexe	TLEH, EHO, GMPP, MCS, MCEI	
r 39(3)	Function of receiving installation certificate	TLEH, EHO, GMPP, MCS, MCEI	
r 45(3)	Power to determine places in which caravan park owner must display name and telephone number of an emergency contact person	TLEH, EHO, GMPP, MCS, MCEI	
r 45(5)	Power to determine places in which caravan park owner must display the certificate of registration or certificate of renewal of registration, the plan of the caravan park and a copy of the caravan park rules	TLEH, EHO, GMPP, MCS, MCEI	

Domestic Animals Act 1994			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 41A(1)	Power to declare a dog to be a menacing dog	GMPP	Council may delegate this power to a Council authorised officer

Food Act 1984			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 19(2)(a)	Power to direct by written order that the particular food premises be put into a clean and sanitary condition	TLEH, EHO, GMPP, MCEI, EHL	If s 19(1) applies Only in relation to temporary food premises or mobile food premises
s 19(2)(b)	Power to direct by written order that specified steps be taken to ensure that food prepared, sold or handled is safe and suitable	TLEH, EHO, GMPP, MCEI, EHL	If s 19(1) applies Only in relation to temporary food premises or mobile food premises
s 19(2)(c)	Power to direct by written order that any applicable requirement of the Food Safety Standards referred to in s 19(1)(d) is complied with	GMPP, TLEH, EHO, MCEI, EHL	If s 19(1) applies Only in relation to temporary food premises or mobile food premises
s 19(3)	Power to direct by written order that the food premises not be kept or used for the sale, or handling for sale, of any food, or for the preparation of any food, or for any other specified purpose, or for the use of any specified equipment or a specified process	TLEH, EHO, GMPP, MCEI	If s 19(1) applies Only in relation to temporary food premises or mobile food premises
s 19(4)(a)	Power to direct that an order made under 19(3)(a) or (b), (i) be affixed to a conspicuous part of the premises, (ia) displayed at any point of sale, (ib) be published on the food business's Internet site and (ii) inform the public by notice in a published newspaper, on the Internet site or otherwise	CEO	If s 19(1) applies Only in relation to temporary food premises or mobile food premises
s 19(6)(a)	Duty to revoke any order under section 19 if satisfied that an order has been complied with	TLEH, EHO, GMPP, MCEI, EHL	If s 19(1) applies Only in relation to temporary food premises or mobile food premises

Food Act 1984			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 19(6)(b)	Duty to give written notice of revocation under section 19(6)(a) if satisfied that an order has been complied with	TLEH, EHO, GMPP, MCEI, EHL	If s 19(1) applies Only in relation to temporary food premises or mobile food premises
s 19AA(2)	Power to direct, by written order, that a person must take any of the actions described in (a)-(c).	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority
s 19AA(4)(c)	Power to direct, in an order made under s 19AA(2) or a subsequent written order, that a person must ensure that any food or class of food is not removed from the premises	TLEH, EHO, GMPP, MCEI	Note: the power to direct the matters under s 19AA(4)(a) and (b) not capable of delegation and so such directions must be made by a Council resolution Only in relation to temporary food premises or mobile food premises
s 19AA(7)	Duty to revoke order issued under s 19AA and give written notice of revocation, if satisfied that that order has been complied with	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority
s 19CB(4)(b)	Power to request copy of records	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority
s 19E(1)(d)	Power to request a copy of the food safety program	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority
s 19EA(3)	Function of receiving copy of revised food safety program	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority
s 19FA(1)	Power to direct a proprietor of a food premises to revise the food safety program for the premises or comply with any requirements specified in the food safety program	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority Subject to s 19FA(2), which requires a time limit for compliance to be specified

Food Act 1984			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 19FA(3)(a)	Power to refuse to approve an application for registration or renewal of the premises, where a proprietor of a food premises fails to comply with a direction given under s 19FA(1)	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority Refusal to grant or renew the registration of a food premises must be ratified by Council or the CEO (see s 58A(2)) Where officers exercise this delegation, notification will be provided to Council.
s 19FA(3)(b)	Power to revoke a registration granted in respect of premises, where a proprietor of a food premises fails to comply with a direction given under s 19FA(1)	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority Where officers exercise this delegation, notification will be provided to Council.
s 19FA(3)(c)	Power to suspend the registration of the premises, where a proprietor of a food premises fails to comply with a direction given under s 19FA(1)	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority Where officers exercise this delegation, notification will be provided to Council.
s 19GB	Power to request proprietor to provide written details of the name, qualification or experience of the current food safety supervisor	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority
s19IA(1)	Power to form opinion that the food safety requirements or program are non-compliant.	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority

Food Act 1984			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 19IA(2)	Duty to give written notice to the proprietor of the premises	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority Note: Not required if Council has taken other appropriate action in relation to deficiencies (see s 19IA(3))
s 19M(4)(a) & (5)	Power to conduct a food safety audit and take actions where deficiencies are identified	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority
s 19N(2)	Function of receiving notice from the auditor	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority
s 19NA(1)	Power to request food safety audit reports	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority
s 19U(3)	Power to waive and vary the costs of a food safety audit if there are special circumstances	TLEH, GMPP, MCEI	
s 19UA	Power to charge fees for conducting a food safety assessment or inspection	TLEH, EHO, GMPP, MCEI	Except for an assessment required by a declaration under s 19C or an inspection under ss 38B(1)(c) or 39.
s 19W	Power to direct a proprietor of a particular food premises to comply with any requirement under Part IIIB	TLEH, EHO, GMPP,	is the registration authority
s 19W(3)(a)	Power to direct a proprietor of a particular food premises to have staff at the premises undertake training or instruction	TLEH, EHO, GMPP, MCEI, EHL	is the registration authority
s 19W(3)(b)	Power to direct a proprietor of a food premises to have details of any staff training incorporated into the minimum records required to be kept or food safety program of the premises	TLEH, EHO, GMPP, MCEI	is the registration authority

Food Act 1984			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
	Power to register or renew the registration of a food premises	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority Refusal to grant or renew the registration of a food premises must be ratified by Council or the CEO (see s 58A(2))
s 36A	Power to accept an application for registration or notification using online portal	TLEH, EHO, GMPP, MCEI, BSEH	Where Council is the registration authority
s 36B	Duty to pay the charge for use of online portal	TLEH, GMPP, MCEI	Where Council is the registration authority
s 38AA(5)	Power to (a) request further information; or (b) advise the proprietor that the premises must be registered if the premises are not exempt	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority
s 38AB(4)	Power to fix a fee for the receipt of a notification under s 38AA in accordance with a declaration under s 38AB(1)	TLEH, GMPP, MCEI	Where Council is the registration authority
s 38A(4)	Power to request a copy of a completed food safety program template	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority
s 38B(1)(a)	Duty to assess the application and determine which class of food premises under s 19C the food premises belongs	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority
s 38B(1)(b)	Duty to ensure proprietor has complied with requirements of s 38A	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority
s 38B(2)	Duty to be satisfied of the matters in s 38B(2)(a)-(b)	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority
s 38D(1)	Duty to ensure compliance with the applicable provisions of s 38C and inspect the premises if required by s 39	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority

Food Act 1984			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 38D(2)	Duty to be satisfied of the matters in s 38D(2)(a)-(d)	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority
s 38D(3)	Power to request copies of any audit reports	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority
s 38E(2)	Power to register the food premises on a conditional basis	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority not exceeding the prescribed time limit defined under s 38E(5)
s 38E(4)	Duty to register the food premises when conditions are satisfied	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority
s 38F(3)(b)	Power to require proprietor to comply with requirements of this Act	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority
s 38G(1)	Power to require notification of change of the food safety program type used for the food premises	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority
s 38G(2)	Function of receiving notice from proprietor if there is a change of the food safety program type used for the food premises	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority
s 38G(4)	Power to require the proprietor of the food premises to comply with any requirement of the Act	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority
s 39(2)	Duty to carry out an inspection of the premises during the period of registration before the registration of the food premises is renewed	TLEH, EHO, GMPP, MCEI	

Food Act 1984			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 39A	Power to register, or renew the registration of a food premises despite minor defects	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority Only if satisfied of matters in s 39A(2)(a)-(c)
s 39A (6)	Duty to comply with a direction of Food Victoria under s 39A(4)	TLEH, EHO, GMPP, MCEI, EHL	
s 40(1)	Duty to give the person in whose name the premises is to be registered a certificate of registration	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority
s 40(2)	Power to incorporate the certificate of registration in one document with any certificate of registration under Part 6 of the Public Health and Wellbeing Act 2008	TLEH, EHO, GMPP, MCEI	
s 40C(2)	Power to grant or renew the registration of food premises for a period of less than 1 year	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority
s 40D(1)	Power to suspend or revoke the registration of food premises	TLEH, GMPP, MCEI	Where Council is the registration authority
s 40E (4)	Duty to comply with direction of Food Victoria under s 40E(1)	TLEH, EHO, GMPP, MCEI, EHL	
s 40F	Power to cancel registration of food premises	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority
s 43	Duty to maintain records of registration	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority

Food Act 1984			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 43F(6)	Duty to be satisfied that registration requirements under Division 3 have been met prior to registering or renewing registration of a component of a food business	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority
s 43F(7)	Power to register the components of the food business that meet requirements in Division 3 and power to refuse to register the components that do not meet the requirements	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority Refusal to grant or renew the registration of a food premises must be ratified by Council or the CEO (see s 58A(2))
s 45AC	Power to bring proceedings	TLEH, EHO, GMPP, MCEI	
s 46(5)	Power to institute proceedings against another person where the offence was due to an act or default by that other person and where the first person charged could successfully defend a prosecution, without proceedings first being instituted against the person first charged	TLEH, EHO, GMPP, MCEI	Where Council is the registration authority

Heritage Act 2017			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 116	Power to sub-delegate Executive Director's functions, duties or powers	CEO	Must first obtain Executive Director's written consent Council can only sub-delegate if the Instrument of Delegation from the Executive Director authorises sub-delegation

Local Government Act 1989			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 185L(4)	Power to declare and levy a cladding rectification charge	CEO	The only member of staff who can be a delegate in Column 3 is the CEO.

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 4B	Power to prepare an amendment to the Victorian Planning Provisions	GMPP, MCS	If authorised by the Minister
s 4G	Function of receiving prescribed documents and a copy of the Victorian Planning Provisions from the Minister	TLStrgP, GMPP, MCD, MCS	
s 4H	Duty to make amendment to Victoria Planning Provisions available in accordance with public availability requirements	TLStrgP, GMPP, MCS	
s 4I(2)	Duty to make and copy of the Victorian Planning Provisions and other documents available in accordance with public availability requirements	TLStrgP, GMPP, MCS	
s 12(3)	Power to carry out studies and do things to ensure proper use of land and consult with other persons to ensure co-ordination of planning scheme with these persons	GMPP, MCD, MCS	
s 12B(1)	Duty to review planning scheme	GMPP, MCS	
s 12B(2)	Duty to review planning scheme at direction of Minister	GMPP, MCD, MCS	
s.12B(5)	duty to report findings of review of planning scheme to Minister without delay	GMPP, MCS	

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 14	Duties of a Responsible Authority as set out in s 14(a) to (d)	StP, TLStatP, TLStrgP, PP, SO, SPLEO, PStrgP, GMPP, MCD, MCS, VSFTO, StatP, SStrgP, PLAC, SStatBP, StrgP, CLCO, VCO	In accordance with this Instrument of Delegation.
s 16B	Duty (upon receiving a request to prepare an amendment to the planning scheme) to decide: - to apply to the Minister for authorisation to prepare the amendment, with or without changes, under section 16F, or - to refuse the request. Note: see also sections 16A, 16D, 16E and 16K.	GMPP, MCS	
s 16C(1)	Duty to give written notice of its decision under section 16B to the person who made the request within 10 business days of making the decision. Note: The notice must contain prescribed information, and reasons if it is a refusal.	GMPP, MCS	
s 16C(4)	Duty to give a copy of the request and the notice under subsection 16C(1) to the Minister.	TLStrgP, GMPP, MCS	
s 16F	Power to apply to the Minister for authorisation to prepare an amendment to the State standard provisions or the local provisions of a planning scheme in force in the municipal district. Note: see also sections 16G and 16K.	GMPP, MCS	

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 16F	Power to prepare an amendment to the planning scheme where the Minister has authorised Council to do so under section 16F	TLStrgP, GMPP, MCS	
s 16H	Power to prepare an amendment specified in an application without the Minister's authorisation if no response received after 10 business days Note: see also section 16K.	GMPP, MCS	Does not apply in relation to an application for the preparation of an amendment that will apply to land to which a Suburban Rail Loop planning area declaration applies.
s 16I	Power to apply to the Minister for authorisation to prepare an amendment to any part of the State standard provisions and local provisions of a planning scheme applying to an area adjoining its municipal district.	GMPP, MCS	
s 16I	Power to prepare amendment to the planning scheme applying to an area adjoining Council's municipal district where the Minister has authorised Council to do so under section 16I. Note: see also sections 16D, 16G and 16J.	GMPP, MCS	
s 17(1)	Duty of giving copy amendment to the planning scheme	TLStrgP, GMPP, MCS	
s 17(2)	Duty of giving copy s 173 agreement	TLStrgP, GMPP, MCS	
s 17(3)	Duty of giving copy amendment, explanatory report and relevant documents to the Minister within 10 business days	GMPP, MCS	
s 18	Duty to make amendment etc. available in accordance with public availability requirements	TLStrgP, GMPP, MCS	Until the proposed amendment is approved or lapsed

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 19	Power to give notice, to decide not to give notice, to publish notice of amendment to a planning scheme and to exercise any other power under s 19 to a planning scheme	GMPP, MCS	
s 19	Function of receiving notice of preparation of an amendment to a planning scheme	GMPP, MCS	Where Council is not the planning authority and the amendment affects land within Council's municipal district; or Where the amendment will amend the planning scheme to designate Council as an acquiring authority.
s 20(1)	Power to apply to Minister for exemption from the requirements of s 19	GMPP, MCS	Where Council is a planning authority
s 21(2)	Duty to make submissions available in accordance with public availability requirements	TLPPA, TLStrgP, PStrgP, GMPP, MCS, SStrgP, StrgP	Until the end of 2 months after the amendment comes into operation or lapses
s 21A(4)	Duty to publish notice	GMPP, MCS	
s 22(1)	Duty to consider all submissions received before the date specified in the notice	TLStrgP, PStrgP, GMPP, MCS, SStrgP	Except submissions which request a change to the items in s 22(5)(a) and (b)
s 22(2)	Power to consider a late submission Duty to consider a late submission, if directed by the Minister	TLStrgP, PStrgP, GMPP, MCS, SStrgP	
s 23(1)(b)	Duty to refer submissions which request a change to the amendment to a panel	TLStrgP, GMPP, MCS	
s 23(2)	Power to refer to a panel submissions which do not require a change to the amendment	TLStrgP, GMPP, MCS	

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 23A(2)	Power to: - change the amendment in the manner requested; - not change the amendment in the manner requested; or - abandon the amendment or part of the amendment.	GMPP, MCS	Where Council is the planning authority. After considering a submission which requests a change to a 'low-impact' amendment (as described in section 16N).
s 24	Function to represent Council and present a submission at a panel hearing (including a hearing referred to in s 96D)	TLED, TLRD, TLStatP, TLStrgP, PP, PStrgP, TLTT, GMPP, MCD, MCS, StatP, SStrgP, PLAC, SStatBP	
s 26(1)	Power to make report available for inspection in accordance with the requirements set out in s 197B of the Act	GMPP, MCS	
s 26(2)	Duty to keep report of panel available in accordance with public availability requirements	TLStrgP, PStrgP, GMPP, MCS, SStrgP, StrgP	During the inspection period
s 27(2)	Power to apply for exemption if panel's report not received	GMPP, MCS	
s 28(1)	Duty to notify the Minister if abandoning an amendment, with a copy of any submission considered, and a statement of reasons for the decision	TLStrgP, GMPP, MCS	Note: the power to make a decision to abandon an amendment cannot be delegated
s 28(2)	Duty to publish notice of the decision on Internet site	TLStrgP, PStrgP, MCS, SStrgP	
s 28(4)	Duty to make notice of the decision available on Council’s Internet site for a period of at least 2 months	TLStrgP, PStrgP, MCS, SStrgP	
s 28C	Duty to comply with directions of the Minister after abandoning the amendment with respect to: - providing relevant documentation; and	TLStrgP, GMPP, MCS	

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
	- providing assistance with steps to be taken for the amendment.		
s 30(4)(a)	Duty to say if amendment has lapsed	TLStrgP, GMPP, MCS	
s 30(4)(b)	Duty to provide information in writing upon request	TLStrgP, GMPP, MCS	
s 32(2)	Duty to give more notice if required	GMPP, MCS	
s 33(1)	Duty to give more notice of changes to an amendment	GMPP, MCS	
s 36(2)	Duty to give notice of approval of amendment	GMPP, MCS	
s 38(5)	Duty to give notice of revocation of an amendment	GMPP, MCS	
s 39	Function of being a party to a proceeding commenced under s 39 and duty to comply with determination by VCAT	GMPP, MCS	
s 40(1)	Function of lodging copy of approved amendment	TLStrgP, GMPP, MCS	
s 41(1)	Duty to make a copy of an approved amendment available in accordance with the public availability requirements during inspection period	TLPPA, TLStrgP, PStrgP, GMPP, MCS, SStrgP, StrgP	
s 41(2)	Duty to make a copy of an approved amendment and any documents lodged with it available in person in accordance with the requirements set out in s 197B of the Act after the inspection period ends	TLStrgP, MCS	
s 42(2)	Duty to make copy of planning scheme available in accordance with the public availability requirements	TLPPA, TLStrgP, GMPP, MCD, MCS	
s 46AW	Function of being consulted by the Minister	GMPP, MCS	Where Council is a responsible public entity

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 46AX	Function of receiving a draft Statement of Planning Policy and written direction in relation to the endorsement of the draft Statement of Planning Policy Power to endorse the draft Statement of Planning Policy	GMPP, MCS	Where Council is a responsible public entity
s 46AZC(2)	Duty not to prepare an amendment to a declared area planning scheme that is inconsistent with a Statement of Planning Policy for the declared area that is expressed to be binding on the responsible public entity	GMPP, MCS	Where Council is a responsible public entity
s 46AZK	Duty not to act inconsistently with any provision of the Statement of Planning Policy that is expressed to be binding on the public entity when performing a function or duty or exercising a power in relation to the declared area	GMPP, MCS	Where Council is a responsible public entity
s 46GI(2)(b)(i)	Power to agree to a lower rate of standard levy for a class of development of a particular type of land than the rate specified in a Minister's direction	GMIOS, GMCCorp, GMPP, MCS, MI	Where Council is the planning authority, the municipal Council of the municipal district in which the land is located and/or the development agency
s 46GJ(1)	Function of receiving written directions from the Minister in relation to the preparation, content and administration of infrastructure contributions plans	GMPP, MCS	
s 46GG(1)(d)	Power to incorporate into a planning scheme an infrastructure contributions plan that provides for the imposition of infrastructure contributions to fund the reasonable costs and expenses incurred by the planning authority, the collecting agency and a development agency in carrying out their respective functions under this Part in relation to the infrastructure contributions plan and the related precinct	GMPP, MCS	

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
	structure plan or strategic plan, capped at an annual percentage of the standard levy		
s 46GG(1A)	Power to incorporate into a planning scheme an infrastructure contributions plan that provides for the monetary component to fund any acquisition of land (other than public purpose land) necessary for the provision of works, services and facilities referred to in s 46GG(1), where the plan does not include a land component	GMPP, MCS, MF, MPS	
s 46GJ(2A)(a)	Power to specify an infrastructure contributions plan the priority categories of works, services or facilities and relevant land acquisitions to be funded through a standard levy	GMPP, GMIOS, MCS, MF,	Where Council is the planning authority and Minister makes a direction under s 46GJ(2A)
s 46GJ(2A)(b)	Power to determine from time to time the specific works, services or facilities and relevant land acquisitions to be funded	GMIOS, GMPP, MCS	Where Council is the development agency specified in the infrastructure contributions plan and Minister makes a direction under s 46GJ(2A)
s 46GJ(2C)	Duty to make available in accordance with the public availability requirements any document relied on for the determination of specific works, services or facilities or relevant land acquisitions to be funded, and written notice of any such determination	GMIOS, GMPP, MCS	Where Council is the development agency specified in the infrastructure contributions plan and Minister makes a direction under s 46GJ(2A)
s 46GK	Duty to comply with a Minister's direction that applies to Council as the planning authority	GMPP, MCS	
s 46GN(1)	Duty to arrange for estimates of values of inner public purpose land	GMIOS, GMPP, MCS, MPS	
s 46GO(1)	Duty to give notice to owners of certain inner public purpose land	GMIOS, GMPP, MCS, MPS	

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 46GP	Function of receiving a notice under s 46GO	GMIOS, GMPP, MCS, MPS	Where Council is the collecting agency
s 46GQ	Function of receiving a submission from an affected owner who objects to the estimated value per hectare (or other appropriate unit of measurement) of the inner public purpose land	GMIOS, GMPP, MCS, MPS	
s 46GR(1)	Duty to consider every submission that is made by the closing date for submissions included in the notice under s 46GO	GMIOS, GMPP, MCS, MPS	
s 46GR(2)	Power to consider a late submission Duty to consider a late submission if directed to do so by the Minister	GMIOS, GMPP, MCS, MPS	
s 46GS(1)	Power to accept or reject the estimate of the value of the inner public purpose land in a submission made under s 46GQ	GMIOS, GMPP, MCS, MPS	
s 46GS(2)	Duty, if Council rejects the estimate of the value of the inner public purpose land in the submission, to refer the matter to the valuer-general, and notify the affected owner of the rejection and that the matter has been referred to the valuer-general	GMIOS, GMPP, MCS, MPS	
s 46GT(2)	Duty to pay half of the fee fixed by the valuer-general for arranging and attending the conference	GMIOS, GMPP, MCS, MPS	
s 46GT(4)	Function of receiving, from the valuer-general, written confirmation of the agreement between the planning authority's valuer and the affected owner's valuer as to the estimated value of the inner public purpose land	GMIOS, GMPP, MCS, MPS	
s 46GT(6)	Function of receiving, from the valuer-general, written notice of a determination under s 46GT(5)	GMIOS, GMPP, MCS, MPS	

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 46GU	Duty not to adopt an amendment under s.29 to an infrastructure contributions plan that specifies a land credit amount or a land equalisation amount that relates to a parcel of land in the ICP plan area of the plan unless the criteria in s 46GU(1)(a) and (b) are met	GMIOS, GMPP, MCS, MI	
s 46GV(3)	Function of receiving the monetary component and any land equalisation amount of the infrastructure contribution Power to specify the manner in which the payment is to be made	GMIOS, GMCCorp, GMPP, MCS, MI	Where Council is the collecting agency
s 46GV(3)(b)	Power to enter into an agreement with the applicant	GMIOS, GMPP, MCS	Where Council is the collecting agency
s 46GV(4)(a)	Function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)	GMIOS, GMPP, MCS, MPS	Where Council is the development agency
s 46GV(4)(b)	Function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)	GMIOS, GMPP, MCS, MPS	Where Council is the collecting agency
s 46GV(7)	Duty to impose the requirements set out in s 46GV(3) and (4) as conditions on the permit applied for by the applicant to develop the land in the ICP plan area	GMIOS, GMPP, MCS	
s 46GV(9)	Power to require the payment of a monetary component or the provision of the land component of an infrastructure contribution to be secured to Council's satisfaction	GMIOS, GMPP, MCS, MI, MPS	Where Council is the collecting agency
s 46GX(1)	Power to accept works, services or facilities in part or full satisfaction of the monetary component of an infrastructure contribution payable	GMIOS, GMPP, MCS, MI, MPS	Where Council is the collecting agency
s 46GX(2)	Duty, before accepting the provision of works, services or facilities by an applicant under s 46GX(1), to obtain the agreement of the	GMIOS, GMPP, MCS, MI, MPS	Where Council is the collecting agency

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
	development agency or agencies specified in the approved infrastructure contributions plan		
s 46GY(1)	Duty to keep proper and separate accounts and records	GMIOS, GMPP, MCS, MF, CFO	Where Council is the collecting agency
s 46GY(2)	Duty to keep the accounts and records in accordance with the Local Government Act 2020	GMIOS, GMPP, MCS, MF, MI, CFO	Where Council is the collecting agency
s 46GZ(2)(a)	Duty to forward any part of the monetary component that is imposed for plan preparation costs or plan administration costs to the planning authority that incurred those costs The forwarding duty does not apply to any monetary component that is imposed for plan administration costs incurred by the collecting agency	GMIOS, GMPP, MCS, MI	Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is that planning authority
s 46GZ(2)(a)	Function of receiving the monetary component imposed for plan preparation costs or plan administration costs The monetary component does not include plan administration costs incurred by the collecting agency	GMIOS, GMPP, MCS, MF, MI, MPS, CFO	Where the Council is the planning authority This duty does not apply where Council is also the collecting agency
s 46GZ(2)(b)	Duty to forward any part of the monetary component that is imposed for the provision of works, services or facilities to the development agency that is specified in the plan,as responsible for those works, services or facilities	GMIOS, GMPP, MCS, MF, MI, MPS, CFO	Where Council is the collecting agency under an approved infrastructure contributions plan This provision does not apply where Council is also the relevant development agency

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 46GZ(2)(b)	Function of receiving the monetary component	GMIOS, GMPP, MCS, MF, MI, MPS, CFO	Where Council is the development agency under an approved infrastructure contributions plan This provision does not apply where Council is also the collecting agency
s 46GZ(4)	Duty to use any land equalisation amounts to pay land credit amounts under s 46GZ(7), except any part of those amounts that are to be forwarded to a development agency under s 46GZ(5)	GMIOS, GMPP, MCS, MF, MI, MPS, CFO	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZ(5)	Duty to forward any part of a land equalisation amount required for the acquisition of outer public purpose land by a development agency specified in the approved infrastructure contributions plan to that development agency	GMIOS, GMPP, MCS, MF, MI, MPS, CFO	Where Council is the collecting agency under an approved infrastructure contributions plan This provision does not apply where Council is also the relevant development agency
s 46GZ(5)	Function of receiving any part of a land equalisation amount required for the acquisition of outer public purpose land	GMIOS, GMPP, MCS, MI, MPS	Where Council is the development agency specified in the approved infrastructure contributions plan This provision does not apply where Council is also the collecting agency
s 46GZ(7)	Duty to pay to each person who must provide an infrastructure contribution under the approved infrastructure contributions plan any land credit amount to which the person is entitled under s 46GW	GMIOS, GMPP, MCS, MF, MI, MPS, CFO	Where Council is the collecting agency under an approved infrastructure contributions plan

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 46GZ(9)	Duty to transfer the estate in fee simple in the land to the development agency specified in the approved infrastructure contributions plan as responsible for the use and development of that land	GMIOS, GMCCorp, GMPP	If any inner public purpose land is vested in Council under the Subdivision Act 1988 or acquired by Council before the time it is required to be provided to Council under s 46GV(4) Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is also the development agency
s 46GZ(9)	Function of receiving the fee simple in the land	GMIOS, GMCCorp, GMPP	Where Council is the development agency under an approved infrastructure contributions plan This duty does not apply where Council is also the collecting agency
s 46GZA(1)	Duty to keep proper and separate accounts and records	GMIOS, GMPP, MCS, MF, CFO	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZA(2)	Duty to keep the accounts and records in accordance with the Local Government Act 2020	GMIOS, GMPP, MCS, MF, CFO	Where Council is a development agency under an approved infrastructure contributions plan

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 46GZB(3)	Duty to follow the steps set out in s 46GZB(3)(a) – (c)	GMIOS, GMCCorp, GMPP, MCS	Where Council is a development agency under an approved infrastructure contributions plan
s 46GZB(4)	Duty, in accordance with requirements of the VPA, to report on the use of the infrastructure contribution in the development agency's annual report and provide reports on the use of the infrastructure contribution to the VPA	GMIOS, GMPP, MCS, MF, MI, CFO	If the VPA is the collecting agency under an approved infrastructure contributions plan Where Council is a development agency under an approved infrastructure contributions plan
s 46GZD(2)	Duty, within 6 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s.46GZD(2)(a) and (b), including expenditure of remaining monetary component for the provision of other works, services or facilities or relevant land acquisitions in the ICP plan area	GMIOS, GMPP, MCS, MI	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZD(3)	Duty to follow the steps set out in s 46GZD(3)(a) and (b)	GMIOS, GMPP, MCS, MI	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZD(5)	Duty to make payments under s 46GZD(3) in accordance with ss 46GZD(5)(a) and 46GZD(5)(b)	GMIOS, GMPP, MCS, MI	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZE(2)	Duty to forward the land equalisation amount back to the collecting agency within 6 months after the expiry date if any part of a land equalisation amount paid or forwarded to a development agency for acquiring outer public purpose land has not been expended by the	GMIOS, GMPP, MCS, MF, MI, CFO	Where Council is the development agency under an approved infrastructure contributions plan

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
	development agency to acquire that land at the date on which the approved infrastructure contributions plan expires		This duty does not apply where Council is also the collecting agency
s 46GZE(2)	Function of receiving the unexpended land equalisation amount	GMIOS, GMPP, MCS, MF, CFO	Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is also the development agency
s 46GZE(3)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZE(3)(a) and (b)	GMIOS, GMPP, MCS, MF, CFO	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZF(2)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to use the public purpose land for a public purpose approved by the Minister or sell the public purpose land	GMIOS, GMPP, MCS, MI	Where Council is the development agency under an approved infrastructure contributions plan
s.46GZF(3)	Duty, if land is sold under s.46GZF(2)(b), to follow the steps in s.46GZF(3)(a) and (b)	GMIOS, GMPP, MCS, MPS	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZF(3)	Function of receiving proceeds of sale	GMIOS, GMPP, MCS, MF, MPS, CFO	Where Council is the collection agency under an approved infrastructure contributions plan

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
			This provision does not apply where Council is also the development agency
s 46GZF(4)	Duty to divide the proceeds of the public purpose land among the current owners of each parcel of land in the ICP plan area and pay each current owner a portion of the proceeds in accordance with s 46GZF(5)	GMIOS, GMCCorp, GMPP, MCS, MPS	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZF(6)	Duty to make the payments under s 46GZF(4) in accordance with s 46GZF(6)(a) and (b)	GMIOS, GMPP, MF, CFO	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZH	Power to recover the monetary component, or any land equalisation amount of the land component, payable under Part 3AB as a debt in any court of competent jurisdiction	GMIOS, GMPP, MCS, MF, CFO	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZI	Duty to prepare and give a report to the Minister at the times required by the Minister	GMIOS, GMPP, MCS, MF, CFO	Where Council is a collecting agency or development agency
s 46GZK	Power to deal with public purpose land which has vested in, been acquired by, or transferred to, Council	GMIOS, GMCCorp, GMPP, MCS, MPS	Where Council is a collecting agency or development agency
s 46LB(3)	Duty to publish, on Council's Internet site, the payable dwelling amount for a financial year on or before 1 July of each financial year for which the amount is adjusted under s 46LB (2)	GMIOS, GMCCorp, GMPP, MCS, MI	
s 46N(1)	Duty to include condition in permit regarding payment of development infrastructure levy	StP, TLVC, TLStatP, PP, GMIOS, MCD, MI, StatP, PLAC, SStatBP	

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 46N(2)(c)	Function of determining time and manner for receipt of development contributions levy	TLVC, TLStatP, TLStrgP, PP, GMIOS, GMPP, MCD, MCS, MF, MI, PLAC, CFO	
s 46N(2)(d)	Power to enter into an agreement with the applicant regarding payment of development infrastructure levy	TLVC, TLStatP, TLStrgP, PP, GMIOS, GMPP, MCD, MCS, MI, PLAC	
s 46O(1)(a) & (2)(a)	Power to ensure that community infrastructure levy is paid, or agreement is in place, prior to issuing building permit	MBS, GMIOS, GMPP, MCD, MI	
s 46O(1)(d) & (2)(d)	Power to enter into agreement with the applicant regarding payment of community infrastructure levy	GMIOS, GMPP, MCD, MCS, MI	
s 46P(1)	Power to require payment of amount of levy under s 46N or s 46O to be satisfactorily secured	GMIOS, GMPP, MCD, MCS, MF, MI, CFO	
s 46P(2)	Power to accept provision of land, works, services or facilities in part or full payment of levy payable	GMIOS, GMPP, MCD, MCS, MF, MI, MPS, CFO	
s 46Q(1)	Duty to keep proper accounts of levies paid	GMIOS, GMPP, MF, MI, CFO	
s 46Q(1A)	Duty to forward to development agency part of levy imposed for carrying out works, services, or facilities on behalf of development agency or plan preparation costs incurred by a development agency	GMIOS, GMPP, MCD, MF, MI, CFO	
s 46Q(2)	Duty to apply levy only for a purpose relating to the provision of plan preparation costs or the works, services and facilities in respect of which the levy was paid etc	GMIOS, GMPP, MCD, MF, MI, CFO	

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 46Q(3)	Power to refund any amount of levy paid if it is satisfied the development is not to proceed	GMIOS, GMPP, MCD, MF, MI, CFO	Only applies when levy is paid to Council as a 'development agency'
s 46Q(4)(c)	Duty to pay amount to current owners of land in the area if an amount of levy has been paid to a municipal council as a development agency for plan preparation costs incurred by the Council or for the provision by the Council of works, services or facilities in an area under s 46Q(4)(a)	GMIOS, GMPP, MCD, MF, MI, CFO	Must be done within six months of the end of the period required by the development contributions plan and with the consent of, and in the manner approved by, the Minister
s 46Q(4)(d)	Duty to submit to the Minister an amendment to the approved development contributions plan	GMPP, MCD, MCS	Must be done in accordance with Part 3
s46Q(4)(e)	Duty to expend that amount on other works etc.	GMIOS, GMPP, MCD, MCS, MI	With the consent of, and in the manner approved by, the Minister
s 46QC	Power to recover any amount of levy payable under Part 3B	GMIOS, GMPP, MCD, MF, MI, CFO	
s 46QD	Duty to prepare report and give a report to the Minister	GMPP, MCD, MCS	Where Council is a collecting agency or development agency
s 46V(3)	Duty to make a copy of the approved strategy plan (being the Melbourne Airport Environs Strategy Plan) and any documents lodged with it available in accordance with the public availability requirements, during the inspection period	GMPP, MCD, MCS	
s 46V(4)	Duty to make a copy of the approved strategy plan (being the Melbourne Airport Environs Strategy Plan) and any documents lodged with it available in accordance with s 197B of the Act and on payment of the prescribe fee, after the inspection period	GMPP, MCD, MCS	

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 46V(5)	Duty to keep a copy of the approved strategy plan incorporating all amendments to it	GMPP, MCD, MCS	
s 46V(6)	Duty to make a copy of the approved strategy plan incorporating all amendments to it available in accordance with the public available requirements	GMPP, MCD, MCS	
s 46Y	Duty to carry out works in conformity with the approved strategy plan	GMPP, MCD	
s 47	Power to decide that an application for a planning permit does not comply with that Act	TLVC, TLStatP, PP, GMPP, MCD, PLAC	
s 48A	Power to notify an applicant that the application is incomplete Note: The notice must set out any required fees or information, the date for payment or production, and the effect of non-compliance set out in section 48B(1).	TLStatP, TLStrgP, PP, GMPP, MCS	Where Council is the responsible authority
s 48C	Power to refund a fee paid for an application which is void and of no effect under section 48B(1)	TLPPA, TLStatP, GMPP, MCD, MCS	Where Council is the responsible authority
s 49(1)	Duty to keep a register of all applications for permits and determinations relating to permits	TLVC, TLPPA, TLStatP, PP, CDTSA, GMPP, MCD, StatP, PLAC	
s 49(2)	Duty to make register available for inspection in accordance with the public availability requirements	TLVC, TLPPA, TLStatP, PP, SCLAO, CDTSA, GMPP, MCD, StatP, PLAC, SStatBP	

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 50(4)	Duty to amend application	StP, TLVC, TLStatP, PP, CDTSA, GMPP, MCD, StatP, PLAC, SStatBP	
s 50(5)	Power to refuse to amend application	StP, TLVC, TLStatP, PP, CDTSA, GMPP, MCD, StatP, PLAC, SStatBP	
s 50(6)	Duty to make note of amendment to application in register	TLVC, TLPPA, TLStatP, PP, CDTSA, GMPP, MCD, StatP, PLAC, SStatBP	
s 50A(1)	Power to make amendment to application	StP, TLVC, TLStatP, PP, CDTSA, GMPP, MCD, StatP, PLAC, SStatBP	
s 50A(3)	Power to require applicant to notify owner and make a declaration that notice has been given	StP, TLVC, TLStatP, PP, CDTSA, GMPP, MCD, StatP, PLAC, SStatBP	
s 50A(4)	Duty to note amendment to application in register	TLVC, TLPPA, TLStatP, PP, SCLAO, CDTSA, GMPP, MCD, StatP, PLAC, SStatBP	
s 51	Duty to make copy of application available for inspection in accordance with the public availability requirements	StP, TLVC, TLPPA, TLStatP, PP, SCLAO, CDTSA, GMPP, MCD, StatP, PLAC, SStatBP	

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 52(1)(a)	Duty to give notice of the application to owners/occupiers of adjoining allotments unless satisfied that the grant of permit would not cause material detriment to any person	TLVC, TLStatP, PP, GMPP, MCD, PLAC, SStatBP	
s 52(1)(b)	Duty to give notice of the application to other municipal council where appropriate	TLVC, TLStatP, PP, GMPP, MCD, PLAC, SStatBP	
s 52(1)(c)	Duty to give notice of the application to all persons required by the planning scheme	TLVC, TLStatP, PP, GMPP, MCD, PLAC, SStatBP	
s 52(1)(ca)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if may result in breach of covenant	TLVC, TLStatP, PP, GMPP, MCD, PLAC, SStatBP	
s 52(1)(cb)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if application is to remove or vary the covenant	TLVC, TLStatP, PP, GMPP, MCD, PLAC, SStatBP	
s 52(1)(d)	Duty to give notice of the application to other persons who may be detrimentally effected	TLVC, TLStatP, PP, GMPP, MCD, PLAC, SStatBP	
s.52(1AA)	Duty to give notice of an application to remove or vary a registered restrictive covenant	TLVC, TLStatP, PP, GMPP, MCD, PLAC, SStatBP	
s 52(3)	Power to give any further notice of an application where appropriate	TLVC, TLStatP, PP, GMPP, MCD, PLAC, SStatBP	

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 53(1)	Power to require the applicant to give notice under s 52(1) to persons specified by it	TLVC, TLStatP, PP, GMPP, MCD, PLAC	
s 53(1A)	Power to require the applicant to give the notice under s 52(1AA)	TLVC, TLStatP, PP, GMPP, MCD, PLAC	
s 54(1)	Power to require the applicant to provide more information	TLVC, TLStatP, PP, GMPP, MCD, StatP, PLAC, SStatBP	
s 54(1A)	Duty to give notice in writing of information required under s 54(1)	TLVC, TLStatP, PP, GMPP, MCD, StatP, PLAC, SStatBP	
s 54(1B)	Duty to specify the lapse date for an application	TLVC, TLStatP, PP, GMPP, MCD, StatP, PLAC, SStatBP	
s 54A(3)	Power to decide to extend time or refuse to extend time to give required information	StP, TLVC, TLStatP, PP, GMPP, MCD, StatP, PLAC, SStatBP	
s 54A(4)	Duty to give written notice of decision to extend or refuse to extend time under s 54A(3)	StP, TLVC, TLStatP, PP, GMPP, MCD, StatP, PLAC, SStatBP	
s 55(1)	Duty to give copy application, together with the prescribed information, to every referral authority specified in the planning scheme	StP, TLVC, TLPPA, TLStatP, TLStrgP, PP, SCLAO, CLAO, CDTSA, GMPP, MCD, StatP, PLAC, SStatBP	

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 57(2A)	Power to reject objections considered made primarily for commercial advantage for the objector	TLVC, TLStatP, PP, GMPP, MCD, PLAC, SStatBP	
s 57(3)	Function of receiving name and address of persons to whom notice of decision is to go	StP, TLVC, TLStatP, PP, SCLAO, CLAO, CDTSA, GMPP, MCD, StatP, PLAC, SStatBP	
s 57(5)	Duty to make a copy of all objections available in accordance with the public availability requirements	StP, TLVC, TLPPA, TLStatP, PP, SCLAO, CLAO, CDTSA, GMPP, MCD, StatP, PLAC, SStatBP	
s 57A(4)	Duty to amend application in accordance with applicant's request, subject to s 57A(5)	StP, TLVC, TLStatP, PP, CDTSA, GMPP, MCD, StatP, PLAC, SStatBP	
s 57A(5)	Power to refuse to amend application	TLVC, TLStatP, PP, GMPP, MCD, PLAC, SStatBP	
s 57A(6)	Duty to note amendments to application in register	StP, TLVC, TLPPA, TLStatP, PP, SCLAO, CDTSA, GMPP, MCD, StatP, PLAC, SStatBP	
s 57B(1)	Duty to determine whether and to whom notice should be given	TLVC, TLStatP, PP, GMPP, MCD, PLAC, SStatBP	

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 57B(2)	Duty to consider certain matters in determining whether notice should be given	TLVC, TLStatP, PP, GMPP, MCD, PLAC, SStatBP	
s 57C(1)	Duty to give copy of amended application to referral authority	StP, TLVC, TLPPA, TLStatP, PP, SCLAO, CLAO, CDTSA, GMPP, MCD, StatP, PLAC, SStatBP	
s 58	Duty to consider every application for a permit	TLVC, TLStatP, PP, SO, PStrgP, GMPP, MCD, StatP, PLAC, SStatBP	
s 58A	Power to request advice from the Planning Application Committee	TLVC, TLStatP, GMPP, MCD, PLAC	
s 60	Duty to consider certain matters	TLVC, TLStatP, PP, SO, GMPP, MCD, StatP, PLAC, SStatBP	
s 60(1A)	Duty to consider certain matters	TLVC, TLStatP, PP, SO, GMPP, MCD, StatP, PLAC, SStatBP	
s 60(1B)	Duty to consider number of objectors in considering whether use or development may have significant social effect	TLVC, TLStatP, PP, SO, GMPP, MCD, StatP, PLAC, SStatBP	
s 61(1)	Power to determine permit application, either to decide to grant a permit, to decide to grant a permit with conditions or to refuse a permit application	StP, TLVC, TLStatP, PP, SO, GMPP, MCD, CLCO, StatP, PLAC, SStatBP, CFO	The permit must not be inconsistent with a cultural heritage management plan under the Aboriginal Heritage Act 2006

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
			The power to determine the following applications is withheld by Council: a. any application for a planning permit seeking approval to remove ten or more trees as required by the Kingston Planning Scheme b. any application for a planning permit for the use and/or development of land, where the removal of ten or more trees forms part of the application (where not specifically required by the Kingston Planning Scheme) in the following circumstances: i. A tree with a trunk circumference greater than 110 centimetres measured at its base; or ii. A multi-stemmed tree where the circumference of its exterior stems measured at its base is greater than 110 centimetres; or iii. A tree planted as required by a replanting condition of a permit issued for the removal of a protected tree, excluding species which are environmental weeds or noxious weeds.
s 61(2)	Duty to decide to refuse to grant a permit if a relevant determining referral authority objects to grant of permit	StP, TLVC, TLStatP, PP, SO, GMPP, MCD, StatP, PLAC, SStatBP	

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 61(2A)	Power to decide to refuse to grant a permit if a relevant recommending referral authority objects to the grant of permit	StP, TLVC, TLStatP, PP, SO, GMPP, MCD, StatP, PLAC, SStatBP	
s 61(3)(a)	Duty not to decide to grant a permit to use coastal Crown land without Minister's consent	StP, TLVC, TLStatP, PP, SO, GMPP, MCD, StatP, PLAC, SStatBP	
s 61(3)(b)	Duty to refuse to grant the permit without the Minister's consent	StP, TLVC, TLStatP, PP, SO, GMPP, MCD, StatP, PLAC, SStatBP	
s 61(4)	Duty to refuse to grant the permit if grant would authorise a breach of a registered restrictive covenant	StP, TLVC, TLStatP, PP, SO, GMPP, MCD, StatP, PLAC, SStatBP	
s 62(1)	Duty to include certain conditions in deciding to grant a permit	StP, TLVC, TLStatP, PP, SO, GMPP, MCD, StatP, PLAC, SStatBP	
s 62(2)	Power to include other conditions	StP, TLVC, TLStatP, PP, SO, GMPP, MCD, StatP, PLAC, SStatBP	
s 62(4)	Duty to ensure conditions are consistent with paragraphs (a),(b) and (c)	StP, TLVC, TLStatP, PP, SO, GMPP, MCD, StatP, PLAC, SStatBP	

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 62(5)(a)	Power to include a permit condition to implement an approved development contributions plan or an approved infrastructure contributions plan	StP, TLVC, TLStatP, PP, SO, GMPP, MCD, StatP, PLAC, SStatBP	Note: The scope of approved infrastructure contributions plans has been expanded by the Planning Amendment (Better Decisions Made Faster) Act 2026 (No. 3 of 2026) to include works outside the ICP plan area, plan administration costs, and relevant land acquisitions.
s 62(5)(b)	Power to include a permit condition that specified works be provided on or to the land or paid for in accordance with s 173 agreement	StP, TLVC, TLStatP, PP, SO, GMPP, MCD, StatP, PLAC, SStatBP	
s 62(5)(c)	Power to include a permit condition that specified works be provided or paid for by the applicant	StP, TLVC, TLStatP, PP, SO, GMPP, MCD, StatP, PLAC, SStatBP	
s 62(6)(a)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except in accordance with ss 46N(1), 46GV(7) or 62(5)	StP, TLVC, TLStatP, PP, SO, GMPP, MCD, StatP, PLAC, SStatBP	
s 62(6)(b)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except a condition that a planning scheme requires to be included as referred to in s 62(1)(a)	StP, TLVC, TLStatP, PP, SO, GMPP, MCD, StatP, PLAC, SStatBP	
s 63	Duty to issue the permit where made a decision in favour of the application (if no one has objected)	StP, TLVC, TLStatP, PP, SO, GMPP, MCD, StatP, PLAC, SStatBP	
s 64(1)	Duty to give notice of decision to grant a permit to applicant and objectors	StP, TLVC, TLStatP, PP, SO, GMPP, MCD, StatP, PLAC, SStatBP	This provision applies also to a decision to grant an amendment to a permit - see s 75

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 64(3)	Duty not to issue a permit until after the specified period	StP, TLVC, TLStatP, PP, SO, GMPP, MCD, StatP, PLAC, SStatBP	This provision applies also to a decision to grant an amendment to a permit - see s 75
s 64(5)	Duty to give each objector a copy of an exempt decision	StP, TLVC, TLPPA, TLStatP, PP, SCLAO, CLAO, CDTSA, GMPP, MCD, StatP, PLAC, SStatBP	This provision applies also to a decision to grant an amendment to a permit - see s 75
s 64A	Duty not to issue permit until the end of a period when an application for review may be lodged with VCAT or until VCAT has determined the application, if a relevant recommending referral authority has objected to the grant of a permit	StP, TLVC, TLStatP, PP, SO, GMPP, MCD, MCA, StatP, PLAC, SStatBP	This provision applies also to a decision to grant an amendment to a permit - see s 75A
s 65(1)	Duty to give notice of refusal to grant permit to applicant and person who objected under s 57	StP, TLVC, TLPPA, TLStatP, PP, SO, SCLAO, CLAO, CDTSA, GMPP, MCD, MCA, StatP, PLAC, SStatBP	
s 66(1)	Duty to give notice under s 64 or s 65 and copy permit to relevant determining referral authorities	StP, TLVC, TLPPA, TLStatP, PP, SO, SCLAO, CLAO, CDTSA, GMPP, MCD, StatP, PLAC, SStatBP	
s 66(2)	Duty to give a recommending referral authority notice of its decision to grant a permit	StP, TLVC, TLPPA, TLStatP, PP, SO, SCLAO, CLAO, CDTSA, GMPP,	If the recommending referral authority objected to the grant of the permit or the responsible authority decided not to

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
		MCD, StatP, PLAC, SStatBP	include a condition on the permit recommended by the recommending referral authority
s 66(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	StP, TLVC, TLPPA, TLStatP, PP, SO, SCLAO, CLAO, CDTSA, GMPP, MCD, StatP, PLAC, SStatBP	If the recommending referral authority objected to the grant of the permit or the recommending referral authority recommended that a permit condition be included on the permit
s 66(6)	Duty to give a recommending referral authority a copy of any permit which Council decides to grant and a copy of any notice given under s 64 or 65	StP, TLVC, TLPPA, TLStatP, PP, SO, SCLAO, CLAO, CDTSA, GMPP, MCD, StatP, PLAC, SStatBP	If the recommending referral authority did not object to the grant of the permit or the recommending referral authority did not recommend a condition be included on the permit
s 69(1)	Function of receiving application for extension of time of permit	StP, TLVC, TLPPA, TLStatP, PP, SCLAO, CLAO, CDTSA, GMPP, MCD, StatP, PLAC, SStatBP	
s 69(1A)	Function of receiving application for extension of time to complete development	StP, TLVC, TLPPA, TLStatP, PP, SCLAO, CLAO, CDTSA, GMPP, MCD, StatP, PLAC, SStatBP	
s 69(2)	Power to extend time	TLVC, TLStatP, PP, GMPP, MCD, PLAC, SStatBP	Planning permits two years old or more in Green Wedge or environmentally sensitive areas (ie foreshore, wetlands and natural

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
			resources environs) for works worth more than $20,000 in value should be submitted to an Ordinary Council Meeting for decision before being renewed or endorsed if there is a material change.
s 70	Duty to make copy permit available for inspection in accordance with the public availability requirements	StP, TLVC, TLPPA, TLStatP, PP, SCLAO, CLAO, CDTSA, GMPP, MCD, StatP, PLAC, SStatBP	
s 71(1)	Power to correct certain mistakes	TLVC, TLStatP, PP, GMPP, MCD, PLAC	
s 71(2)	Duty to note corrections in register	StP, TLVC, TLPPA, TLStatP, PP, SCLAO, CDTSA, GMPP, MCD, StatP, PLAC, SStatBP	
s 73	Power to decide to grant amendment subject to conditions	StP, TLVC, TLStatP, PP, SO, GMPP, MCD, StatP, PLAC, SStatBP	
s 74	Duty to issue amended permit to applicant if no objectors	StP, TLVC, TLStatP, PP, SO, GMPP, MCD, StatP, PLAC, SStatBP	
s 76	Duty to give applicant and objectors notice of decision to refuse to grant amendment to permit	StP, TLVC, TLStatP, PP, SO, GMPP, MCD, StatP, PLAC, SStatBP	

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 76A(1)	Duty to give relevant determining referral authorities copy of amended permit and copy of notice	StP, TLVC, TLPPA, TLStatP, PP, SO, SCLAO, CLAO, CDTSA, GMPP, MCD, StatP, PLAC, SStatBP	
s 76A(2)	Duty to give a recommending referral authority notice of its decision to grant an amendment to a permit	StP, TLVC, TLPPA, TLStatP, PP, SO, SCLAO, CLAO, CDTSA, GMPP, MCD, StatP, PLAC, SStatBP	If the recommending referral authority objected to the amendment of the permit or the responsible authority decided not to include a condition on the amended permit recommended by the recommending referral authority
s 76A(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	StP, TLVC, TLPPA, TLStatP, PP, SO, SCLAO, CLAO, CDTSA, GMPP, MCD, StatP, PLAC, SStatBP	If the recommending referral authority objected to the amendment of the permit or the recommending referral authority recommended that a permit condition be included on the amended permit
s 76A(6)	Duty to give a recommending referral authority a copy of any amended permit which Council decides to grant and a copy of any notice given under s 64 or 76	StP, TLVC, TLPPA, TLStatP, PP, SO, SCLAO, CLAO, CDTSA, GMPP, MCD, StatP, PLAC, SStatBP	If the recommending referral authority did not object to the amendment of the permit or the recommending referral authority did not recommend a condition be included on the amended permit
s 76D	Duty to comply with direction of Minister to issue amended permit	StP, TLVC, TLStatP, PP, SO, GMPP, MCD, StatP, PLAC, SStatBP	

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 83	Function of being respondent to an appeal	TLVC, TLStatP, PP, GMPP, MCD, MCA, PLAC	
s 83B	Duty to give or publish notice of application for review	TLVC, TLStatP, PP, GMPP, MCD, PLAC	
s 84(1)	Power to decide on an application at any time after an appeal is lodged against failure to grant a permit	StP, TLVC, TLStatP, PP, SO, GMPP, MCD, MCA, StatP, PLAC, SStatBP	
s 84(2)	Duty not to issue a permit or notice of decision or refusal after an application is made for review of a failure to grant a permit	StP, TLVC, TLStatP, PP, SO, GMPP, MCD, StatP, PLAC, SStatBP	
s 84(3)	Duty to tell principal registrar if decide to grant a permit after an application is made for review of its failure to grant a permit	StP, TLVC, TLStatP, PP, SO, GMPP, MCD, MCA, StatP, PLAC, SStatBP	
s 84(6)	Duty to issue permit on receipt of advice within 3 business days	StP, TLVC, TLPPA, TLStatP, PP, SO, SCLAO, CLAO, CDTSA, GMPP, MCD, MCA, StatP, PLAC, SStatBP	
s 84AB	Power to agree to confining a review by the Tribunal	TLVC, TLStatP, PP, GMPP, MCD, PLAC	
s 86	Duty to issue a permit at order of Tribunal within 3 business days	StP, TLVC, TLPPA, TLStatP, PP, SO, SCLAO, CLAO, CDTSA, GMPP,	

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
		MCD, MCA, StatP, PLAC, SStatBP	
s 87(3)	Power to apply to VCAT for the cancellation or amendment of a permit	TLVC, TLStatP, PP, GMPP, MCD, MCA, PLAC	
s 90(1)	Function of being heard at hearing of request for cancellation or amendment of a permit	TLVC, TLStatP, PP, GMPP, MCD, MCA, StatP, PLAC, SStatBP	
s 91(2)	Duty to comply with the directions of VCAT	TLVC, TLPPA, TLStatP, PP, GMPP, MCD, PLAC	
s 91(2A)	Duty to issue amended permit to owner if Tribunal so directs	TLVC, TLPPA, TLStatP, PP, SCLAO, CLAO, CDTSA, GMPP, MCD, MCA, PLAC	
s 92	Duty to give notice of cancellation/amendment of permit by VCAT to persons entitled to be heard under s 90	StP, TLVC, TLStatP, PP, CDTSA, GMPP, MCD, MCA, StatP, PLAC, SStatBP	
s 93(2)	Duty to give notice of VCAT order to stop development	TLVC, TLStatP, PP, SPLEO, GMPP, MCS, PLAC	
s 95(3)	Function of referring certain applications to the Minister	TLVC, TLStatP, GMPP, MCD, MCS, MCA, PLAC	
s 95(4)	Duty to comply with an order or direction	TLVC, TLStatP, GMPP, MCD, MCS, MCA, PLAC	

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 96(1)	Duty to obtain a permit from the Minister to use and develop its land	TLVC, TLStatP, GMPP, MCD, MCS, PLAC	
s 96(2)	Function of giving consent to other persons to apply to the Minister for a permit to use and develop Council land	TLVC, TLStatP, GMIOS, GMPP, MCD, MPS, PLAC	
s 96A(2)	Power to agree to consider an application for permit concurrently with preparation of proposed amendment	TLVC, TLStatP, TLStrgP, PP, GMPP, MCD, MCS, PLAC	The request to prepare the amendment must be made under section 16A. Delegate must not agree to consider the application for the permit concurrently with the preparation of the proposed amendment unless it has made a decision under section 16B(a) to apply to the Minister for authorisation to prepare the amendment, with or without changes, under section 16F.
s 96C	Power to give notice, to decide not to give notice, to publish notice and to exercise any other power under s 96C	TLVC, TLStatP, TLStrgP, PP, GMPP, MCD, MCS, PLAC	
s 96F	Duty to consider the panel's report under s 96E	TLVC, TLStatP, TLStrgP, GMPP, MCD, MCS, PLAC	
s 96G(1)	Power to determine to recommend that a permit be granted or to refuse to recommend that a permit be granted and power to notify applicant of the determination (including power to give notice under s 23 of the Planning and Environment (Planning Schemes) Act 1996	GMPP, MCD, MCS	
s 96H(3)	Power to give notice in compliance with Minister's direction	TLVC, TLStatP, TLStrgP, GMPP, MCD, MCS, PLAC	

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 96J	Duty to issue permit as directed by the Minister	TLVC, TLStatP, PP, GMPP, MCD, PLAC	
s 96K	Duty to comply with direction of the Minister to give notice of refusal	TLVC, TLStatP, PP, GMPP, MCD, PLAC	
s 96Z	Duty to keep levy certificates and levy exemption certificates given to it under ss 47 or 96A for no less than 5 years from receipt of the certificate	TLPPA, GMPP, MCD, MCS	
s 97C	Power to request Minister to decide the application	TLVC, TLStatP, GMPP, MCD, PLAC	
s 97D(1)	Duty to comply with directions of Minister to supply any document or assistance relating to application	TLVC, TLStatP, GMPP, MCD, PLAC	
s 97G(3)	Function of receiving from Minister copy of notice of refusal to grant permit or copy of any permit granted by the Minister	TLVC, TLStatP, PP, GMPP, MCD, MCS, PLAC	
s 97G(6)	Duty to make a copy of permits issued under s 97F available in accordance with the public availability requirements	StP, TLVC, TLPPA, TLStatP, PP, SCLAO, CLAO, CDTSA, GMPP, MCD, MCS, StatP, PLAC, SStatBP	
s 97L	Duty to include Ministerial decisions in a register kept under s 49	StP, TLVC, TLPPA, TLStatP, PP, CDTSA, GMPP, MCD, MCS, StatP, PLAC, SStatBP	
s 97MH	Duty to provide information or assistance to the Planning Application Committee	TLVC, TLStatP, GMPP, MCD, PLAC	

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 97MI	Duty to contribute to the costs of the Planning Application Committee or subcommittee	TLVC, TLStatP, GMPP, MCD, PLAC	
s 97O	Duty to consider application and issue or refuse to issue certificate of compliance	TLVC, TLStatP, PP, SPLEO, GMPP, MCD, MCA, PLAC	
s 97P(3)	Duty to comply with directions of VCAT following an application for review of a failure or refusal to issue a certificate	TLVC, TLStatP, PP, SPLEO, GMPP, MCD, MCA, PLAC	
s 97Q(2)	Function of being heard by VCAT at hearing of request for amendment or cancellation of certificate	TLVC, TLStatP, PP, SPLEO, GMPP, MCD, MCA, StatP, PLAC, SStatBP	
s 97Q(4)	Duty to comply with directions of VCAT	TLVC, TLStatP, PP, SPLEO, GMPP, MCD, MCA, PLAC	
s 97R	Duty to keep register of all applications for certificate of compliance and related decisions	StP, TLVC, TLPPA, TLStatP, PP, CDTSA, GMPP, MCD, MCA, StatP, PLAC, SStatBP	
s 98(1)&(2)	Function of receiving claim for compensation in certain circumstances	GMIOS, GMPP, MCD, MPS	
s 98(4)	Duty to inform any person of the name of the person from whom compensation can be claimed	GMIOS, GMPP, MCD, MPS	

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 101	Function of receiving claim for expenses in conjunction with claim	GMIOS, GMPP, MCD, MPS	
s 103	Power to reject a claim for compensation in certain circumstances	GMIOS, GMPP, MCD, MPS	
s.107(1)	Function of receiving claim for compensation	GMIOS, GMPP, MCD, MPS	
s 107(3)	Power to agree to extend time for making claim	GMIOS, GMPP, MCD, MF, MPS, CFO	
s 113(2)	Power to request a declaration for land to be proposed to be reserved for public purposes	TLVC, TLStatP, PP, SPLEO, GMPP, MCD, PLAC	
s 114(1)	Power to apply to the VCAT for an enforcement order	TLVC, TLStatP, PP, SPLEO, GMPP, MCD, PLAC	
s 117(1)(a)	Function of making a submission to the VCAT where objections are received	TLVC, TLStatP, PP, SPLEO, GMPP, MCD, MCA, StatP, PLAC, SStatBP	
s 120(1)	Power to apply for an interim enforcement order where s 114 application has been made	TLVC, TLStatP, PP, SPLEO, GMPP, MCD, MCA, PLAC	
s 123(1)	Power to carry out work required by enforcement order and recover costs	TLVC, TLStatP, PP, SPLEO, GMIOS, GMPP,	

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
		MCD, MF, MI, MCA, PLAC, CFO	
s 123(2)	Power to sell buildings, materials, etc salvaged in carrying out work under s 123(1)	GMIOS, GMPP, MCD, MF, MI, MCA, CFO	Except Crown Land
s 125(1)	Power to apply to any court of competent jurisdiction or to the tribunal for an injunction restraining any person from contravening an enforcement order or an interim enforcement order.	TLVC, TLStatP, PP, SPLEO, GMPP, MCD, MCA, PLAC	Section 123 of the Victorian Civil and Administrative Tribunal Act 1998 applies on an application to the Tribunal.
s 126B	Power to commence criminal proceedings	GMPP, MCD, MCA	
s 129	Function of recovering penalties	TLVC, TLStatP, PP, SPLEO, GMPP, MCD, MF, MCA, PLAC, CFO	
s 130(5)	Power to allow person served with an infringement notice further time	TLStatP, PLEO, SPLEO, GMPP, MCD, MCA, CLCO, PLAC, VCO	
s 132B	Power to make application for specific orders	GMPP, MCD, MCA	
s 132C	Power to make application for adverse publicity orders	GMPP, MCD, MCA	
s 132D	Power to apply for commercial benefits orders	GMPP, MCD, MCA	
s 132E	Power to apply for supervisory intervention orders	GMPP, MCD, MCA	
s 132G	Power to apply for industry exclusion orders	GMPP, MCD, MCA	

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 132J	Power to apply for contravention orders	GMPP, MCD, MCA, SPLEO	
s 133A	Power for an authorised person to be assisted by a relevant expert	GMPP, MCD, MCA	
s 134A	Power for immediate entry of land	GMPP, MCD, MCA	
s 147A	Power to issue an identity card to each authorised officer	MGRI	
s 149A(1)	Power to refer a matter to the VCAT for determination	TLVC, TLStatP, PP, SPLEO, GMPP, MCD, MCA, PLAC	
s 149A(1A)	Power to apply to VCAT for the determination of a matter relating to the interpretation of a s.173 agreement	TLVC, TLStatP, PP, SPLEO, GMPP, MCD, MCA, PLAC	
s 149B	Power to apply to the Tribunal for a declaration.	TLVC, TLStatP, PP, SPLEO, GMPP, MCD, MCA, PLAC	
s 156	Duty to pay fees and allowances (including a payment to the Crown under s 156(2A)), and payment or reimbursement for reasonable costs and expenses incurred by the panel in carrying out its functions unless the Minister directs otherwise under s 156(2B)power to ask for contribution under s 156(3) and power to abandon amendment or part of it under s 156(4)	TLVC, TLStrgP, GMPP, MCS	Where Council is the relevant planning authority
s 158F	Power to make submissions in response to a directions panel	TLStrgP, GMPP, MCD, MCS	

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 171(2)(f)	Power to carry out studies and commission reports	TLVC, TLStatP, GMPP, MCD, MCS, PLAC	
s 171(2)(g)	Power to grant and reserve easements	TLVC, TLStatP, PP, GMIOS, GMPP, MCD, MI, MPS, PLAC	
s 172C	Power to compulsorily acquire any outer public purpose land that is specified in the approved infrastructure contributions plan	GMIOS, GMPP, MCS, MI, MPS	Where Council is a development agency specified in an approved infrastructure contributions plan
s 172D(1)	Power to compulsorily acquire any inner public purpose land that is specified in the plan before the time that the land is required to be provided to Council under s 46GV(4)	GMIOS, GMPP, MCS, MI, MPS	Where Council is a collecting agency specified in an approved infrastructure contributions plan
s 172D(2)	Power to compulsorily acquire any inner public purpose land, the use and development of which is to be the responsibility of Council under the plan, before the time that the land is required to be provided under s 46GV(4)	GMIOS, GMPP, MCS, MI, MPS	Where Council is the development agency specified in an approved infrastructure contributions plan
s 173(1)	Power to enter into agreement covering matters set out in s 174	GMIOS, GMPP, MCD, MCS	
s 173(1A)	Power to enter into an agreement with an owner of land for the development or provision of land in relation to affordable housing	GMPP, MCS	Where Council is the relevant responsible authority
	Power to decide whether something is to the satisfaction of Council, where an agreement made under s 173 of the Planning and Environment Act 1987 requires something to be to the satisfaction of Council or Responsible Authority	TLVC, TLStatP, PP, GMIOS, GMPP, MCD, MCS, MCA, PLAC	

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
	Power to give consent on behalf of Council, where an agreement made under s 173 of the Planning and Environment Act 1987 requires that something may not be done without the consent of Council or Responsible Authority	GMIOS, GMPP, MCD, MCS	
s 177(2)	Power to end a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	GMIOS, GMPP, MCD, MCS	
s 178	power to amend a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	GMIOS, GMPP, MCD, MCS	
s 178A(1)	Function of receiving application to amend or end an agreement	StP, TLVC, TLPPA, TLStatP, PP, SCLAO, CLAO, CDTSA, GMIOS, GMPP, MCD, StatP, PLAC, SStatBP	
s 178A(3)	Function of notifying the owner as to whether it agrees in principle to the proposal under s 178A(1)	StP, TLVC, TLPPA, TLStatP, PP, CDTSA, GMIOS, GMPP, MCD, StatP, PLAC, SStatBP	
s 178A(4)	Function of notifying the applicant and the owner as to whether it agrees in principle to the proposal	StP, TLVC, TLPPA, TLStatP, PP, CDTSA, GMIOS, GMPP, MCD, StatP, PLAC, SStatBP	

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 178A(5)	Power to propose to amend or end an agreement	StP, TLVC, TLPPA, TLStatP, PP, CDTSA, GMIOS, GMPP, MCD, StatP, PLAC, SStatBP	
s 178B(1)	Duty to consider certain matters when considering proposal to amend an agreement	StP, TLVC, TLPPA, TLStatP, PP, CDTSA, GMIOS, GMPP, MCD, StatP, PLAC, SStatBP	
s 178B(2)	Duty to consider certain matters when considering proposal to end an agreement	StP, TLVC, TLPPA, TLStatP, PP, CDTSA, GMIOS, GMPP, MCD, StatP, PLAC, SStatBP	
s 178C(2)	Duty to give notice of the proposal to all parties to the agreement and other persons who may be detrimentally affected by decision to amend or end	TLVC, TLStatP, PP, GMPP, MCD, MCS, PLAC, SStatBP	
s 178C(4)	Function of determining how to give notice under s 178C(2)	TLVC, TLStatP, PP, GMPP, MCD, MCS, PLAC, SStatBP	
s 178E(1)	Duty not to make decision until after 14 days after notice has been given	TLVC, TLStatP, GMPP, MCD, MCS, PLAC	
s.178E(2)(a)	Power to amend or end the agreement in accordance with the proposal	TLVC, TLStatP, GMIOS, GMPP, MCD, MCS, PLAC	If no objections are made under s 178D Must consider matters in s 178B

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 178E(2)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	TLVC, TLStatP, GMIOS, GMPP, MCD, MCS, PLAC	If no objections are made under s 178D Must consider matters in s 178B
s 178E(2)(c)	Power to refuse to amend or end the agreement	TLVC, TLStatP, GMIOS, GMPP, MCD, MCS, PLAC	If no objections are made under s 178D Must consider matters in s 178B
s 178E(3)(a)	Power to amend or end the agreement in accordance with the proposal	TLVC, TLStatP, GMIOS, GMPP, MCD, MCS, PLAC	After considering objections, submissions and matters in s 178B
s 178E(3)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	TLVC, TLStatP, GMIOS, GMPP, MCD, MCS, PLAC	After considering objections, submissions and matters in s 178B
s.178E(3)(c)	power to amend or end the agreement in a manner that is substantively different from the proposal	TLVC, TLStatP, GMIOS, GMPP, MCD, MCS, PLAC	After considering objections, submissions and matters in s.178B
s 178E(3)(d)	Power to refuse to amend or end the agreement	TLVC, TLStatP, GMIOS, GMPP, MCD, MCS, PLAC	After considering objections, submissions and matters in s 178B
s 178F(1)	Duty to give notice of its decision under s 178E(3)(a) or (b)	TLVC, TLPPA, TLStatP, PP, SCLAO, CLAO, CDTSA, GMPP, MCD, MCS, PLAC	
s 178F(2)	Duty to give notice of its decision under s 178E(2)(c) or (3)(d)	TLVC, TLPPA, TLStatP, PP, SCLAO, CLAO, CDTSA, GMPP, MCD, MCS, PLAC	

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 178F(4)	Duty not to proceed to amend or end an agreement under s 178E until at least 21 days after notice has been given or until an application for review to the Tribunal has been determined or withdrawn	TLVC, TLStatP, PP, GMIOS, GMPP, MCD, MCS, PLAC	
s 178G	Duty to sign amended agreement and give copy to each other party to the agreement	GMIOS, GMPP, MCD, MCS	
s 178H	Power to require a person who applies to amend or end an agreement to pay the costs of giving notices and preparing the amended agreement	TLVC, TLPPA, TLStatP, PP, SCLAO, CLAO, CDTSA, GMIOS, GMPP, MCD, MCS, PLAC	
s 178I(3)	Duty to notify, in writing, each party to the agreement of the ending of the agreement relating to Crown land	TLVC, TLStatP, PP, GMIOS, GMPP, MCD, MCS, PLAC	
s 179(2)	Duty to make copy of each agreement available in accordance with the public availability requirements	TLVC, TLPPA, TLStatP, TLStrgP, GMPP, MCD, MCS, PLAC	
s 181	Duty to apply to the Registrar of Titles to record the agreement	TLVC, TLPPA, TLStatP, GMIOS, GMPP, MCD, MCS, PLAC	
s 181(1A)(a)	Power to apply to the Registrar of Titles to record the agreement	TLPPA, TLStatP, GMIOS, GMPP, MCD, MCS, PLAC	
s 181(1A)(b)	Duty to apply to the Registrar of Titles, without delay, to record the agreement	TLPPA, TLStatP, SO, GMIOS, GMPP, MCD, MCS, PLAC	

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 182	Power to enforce an agreement	TLVC, TLStatP, SPLEO, GMIOS, GMPP, MCD, MCS, MCA, PLAC	
s 183	Duty to tell Registrar of Titles of ending/amendment of agreement	TLVC, TLPPA, TLStatP, SO, GMIOS, GMPP, MCD, MCS, PLAC	
s 184F(1)	Power to decide to amend or end an agreement at any time after an application for review of the failure of Council to make a decision	TLVC, TLStatP, PP, GMIOS, GMPP, MCD, MCS, MCA, PLAC	
s 184F(2)	Duty not to amend or end the agreement or give notice of the decision after an application is made to VCAT for review of a failure to amend or end an agreement	TLVC, TLStatP, PP, GMIOS, GMPP, MCD, MCS, MCA, PLAC	
s 184F(3)	Duty to inform the principal registrar if the responsible authority decides to amend or end an agreement after an application is made for the review of its failure to end or amend the agreement	TLVC, TLPPA, TLStatP, GMPP, MCD, MCS, MCA, PLAC	
s 184F(5)	Function of receiving advice from the principal registrar that the agreement may be amended or ended in accordance with Council's decision	TLVC, TLPPA, TLStatP, GMPP, MCD, MCS, PLAC	
s 184G(2)	Duty to comply with a direction of the Tribunal	TLVC, TLPPA, TLStatP, GMIOS, GMPP, MCD, MCS, MCA, PLAC	
s 184G(3)	Duty to give notice as directed by the Tribunal	TLVC, TLPPA, TLStatP, GMPP, MCD, MCS, MCA, PLAC	

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 185B(1)	Duty to comply with a request from the Minister to provide the name, address, email address or telephone number of any person to whom the Minister is required to give notice	GMPP, MCD, MCS	
s 198(1)	Function to receive application for planning certificate	StP, TLVC, TLPPA, TLStatP, PP, SCLAO, CLAO, CDTSA, GMPP, MCD, StatP, PLAC, SStatBP	
s 199(1)	Duty to give planning certificate to applicant	StP, TLVC, TLPPA, TLStatP, PP, SCLAO, CLAO, CDTSA, GMPP, MCD, StatP, PLAC, SStatBP	
s 201(1)	Function of receiving application for declaration of underlying zoning	StP, TLVC, TLPPA, TLStatP, PP, SCLAO, CLAO, CDTSA, GMPP, MCD, MCS, PLAC, SStatBP	
s 201(3)	Duty to make declaration	TLVC, TLStatP, PP, GMPP, MCD, MCS, PLAC	
-	Power to decide, in relation to any planning scheme or permit, that a specified thing has or has not been done to the satisfaction of Council	TLVC, TLStatP, PP, GMPP, MCD, MCS, PLAC	
-	Power to decide, in relation to any planning scheme or permit, that a specified thing may be altered or modified with Council's consent	TLVC, TLStatP, PP, GMPP, MCD, MCS, CLCO, PLAC	

Planning and Environment Act 1987			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
-	Power to decide, in relation to any planning scheme or permit, that a specified thing may be done subject to Council's prior consent or must not be done without Council's prior consent	TLVC, TLStatP, PP, GMPP, MCD, MCS, CLCO, PLAC	
-	Power to decide, in relation to any planning scheme or permit, that a specified thing is required to be approved and or endorsed by Council	TLVC, TLStatP, PP, GMPP, MCD, MCS, CLCO, PLAC	
-	Power, in relation to any planning scheme or permit, to consent or refuse to consent to any matter which requires the consent or approval of Council	TLVC, TLStatP, PP, GMPP, MCD, MCS, PLAC	
-	Power to approve and or endorse any plan or any amendment to a plan or other document in accordance with a provision of a planning scheme or condition in a permit	TLVC, TLStatP, PP, GMPP, MCD, MCS, CLCO, PLAC	
-	Power to give written authorisation in accordance with a provision of a planning scheme	TLVC, TLStatP, PP, GMPP, MCD, MCS, PLAC	
s 201UAB(1)	Function of providing the Victoria Planning Authority with information relating to any land within municipal district	GMPP, MCD, MCS	
s 201UAB(2)	Duty to provide the Victoria Planning Authority with information requested under s 201UAB(1) as soon as possible	GMPP, MCD, MCS	

Residential Tenancies Act 1997			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 518F	Power to issue notice to caravan park regarding emergency management plan if determined that the plan does not comply with the requirements	TLEH	

Residential Tenancies Act 1997			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 522(1)	Power to give a compliance notice to a person	TLEH, MBS, EHO	
s 525(2)	Power to authorise an officer to exercise powers in s 526 (either generally or in a particular case)	CEO	Retained at Council / CEO level
s 525(4)	Duty to issue identity card to authorised officers	CMB, GMCCorp, MGRI	
s 526(5)	Duty to keep record of entry by authorised officer under s526	TLEH, MBS, EHO, PLEO, GMPP, MCS, MCEI, EHL	
s 526A(3)	Function of receiving report of inspection	TLEH, MBS, GMPP, MCS, MCEI	
s 527	Power to authorise a person to institute proceedings (either generally or in a particular case)	CEO	Retained at Council / CEO level

Road Management Act 2004			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 11(1)	Power to declare a road by publishing a notice in the Government Gazette	TLRD, GMIOS, MI, MPS	Obtain consent in circumstances specified in s 11(2)
s 11(8)	Power to name a road or change the name of a road by publishing notice in Government Gazette	TLRD, GMIOS, MI, MPS	
s 11(9)(b)	Duty to advise Registrar	TLRD, GMIOS, MI, MPS	

Road Management Act 2004			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 11(10)	Duty to inform Secretary to Department of Environment, Land, Water and Planning of declaration etc.	TLRD, GMIOS, MI	Subject to s 11(10A)
s 11(10A)	Duty to inform Secretary to Department of Environment, Land, Water and Planning or nominated person	TLRD, GMIOS, MI	Where Council is the coordinating road authority
s 12(2)(b)	Function of providing consent to the Head, Transport for Victoria for the discontinuance of a road or part of a road	TLProp, TLRD, GMIOS, MI, MPS, CFO	Council is to be notified where section 12(2)(b) of The Road Management Act 2004 is exercised.
s 12(10)	Duty to notify of decision made	TLProp, TLRD, GMIOS, MI, MPS	Duty of coordinating road authority where it is the discontinuing body Does not apply where an exemption is specified by the regulations or given by the Minister
s 13(1)	Power to fix a boundary of a road by publishing notice in Government Gazette	TLRD, GMIOS, MI	Power of coordinating road authority and obtain consent under s 13(3) and s 13(4) as appropriate
s 14(4)	Function of receiving notice from the Head, Transport for Victoria	TLRD, GMIOS, MI	
s 14(7)	Power to appeal against decision of the Head, Transport for Victoria	GMIOS	
s 15(1)	Power to enter into arrangement with another road authority, utility or a provider of public transport to transfer a road management function of the	GMIOS, GMPP, MI	

Road Management Act 2004			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
	road authority to the other road authority, utility or provider of public transport		
s 15(1A)	Power to enter into arrangement with a utility to transfer a road management function of the utility to the road authority	GMIOS, MI	
s 15(2)	Duty to include details of arrangement in public roads register	TLRD, GMIOS, MI	
s 16(7)	Power to enter into an arrangement under s 15	GMIOS	
s 16(8)	Duty to enter details of determination in public roads register	TLRD, GMIOS, MI	
s 17(2)	Duty to register public road in public roads register	TLRD, GMIOS, MI	Where Council is the coordinating road authority
s 17(3)	Power to decide that a road is reasonably required for general public use	TLRD, GMIOS, MI	Where Council is the coordinating road authority
s 17(3)	Duty to register a road reasonably required for general public use in public roads register	TLRD, GMIOS, MI	Where Council is the coordinating road authority
s 17(4)	Power to decide that a road is no longer reasonably required for general public use	TLRD, GMIOS, MI	Where Council is the coordinating road authority
s 17(4)	Duty to remove road no longer reasonably required for general public use from public roads register	TLRD, GMIOS, MI	Where Council is the coordinating road authority
s 18(1)	Power to designate ancillary area	TLRD, GMIOS, MI	Where Council is the coordinating road authority, and obtain consent in

Road Management Act 2004			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
			circumstances specified in s 18(2)
s 18(3)	Duty to record designation in public roads register	TLRD, GMIOS, MI	Where Council is the coordinating road authority
s 19(1)	Duty to keep register of public roads in respect of which it is the coordinating road authority	TLRD, GMIOS, MI	
s 19(4)	Duty to specify details of discontinuance in public roads register	TLRD, GMIOS, MI	
s 19(5)	Duty to ensure public roads register is available for public inspection	TLRD, GMIOS, MI	
s 21	Function of replying to request for information or advice	TLRD, GMIOS, MI	Obtain consent in circumstances specified in s 11(2)
s 22(2)	Function of commenting on proposed direction	TLRD, GMIOS, MI	
s 22(4)	Duty to publish a copy or summary of any direction made under s 22 by the Minister in its annual report.	TLRD, GMIOS, MI	
s 22(5)	Duty to give effect to a direction under s 22	TLRD, GMIOS, MI	
s 40(1)	Duty to inspect, maintain and repair a public road.	TLRD, MCW, GMIOS, MI	
s 40(5)	Power to inspect, maintain and repair a road which is not a public road	TLRD, MCW, GMIOS, MI	
s 41(1)	Power to determine the standard of construction, inspection, maintenance and repair	TLRD, MCW, GMIOS, MI	

Road Management Act 2004			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 42(1)	Power to declare a public road as a controlled access road	TLRD, GMIOS, MI	Power of coordinating road authority and sch 2 also applies
s 42(2)	Power to amend or revoke declaration by notice published in Government Gazette	GMIOS	Power of coordinating road authority and sch 2 also applies
s 42A(3)	Duty to consult with Head, Transport for Victoria and Minister for Local Government before road is specified	GMIOS	Where Council is the coordinating road authority If road is a municipal road or part thereof
s 42A(4)	Power to approve Minister's decision to specify a road as a specified freight road	GMIOS	Where Council is the coordinating road authority If road is a municipal road or part thereof and where road is to be specified a freight road
s 48EA	Duty to notify the owner or occupier of land and provider of public transport on which rail infrastructure or rolling stock is located (and any relevant provider of public transport)	TLRD, GMIOS, MI	Where Council is the responsible road authority, infrastructure manager or works manager
s 48M(3)	Function of consulting with the relevant authority for purposes of developing guidelines under s 48M	GMIOS, MI	
s 49	Power to develop and publish a road management plan	GMIOS, MI	

Road Management Act 2004			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 51	Power to determine standards by incorporating the standards in a road management plan	GMIOS, MI	
s 53(2)	Power to cause notice to be published in Government Gazette of amendment etc of document in road management plan	GMIOS, MI	
s 54(2)	Duty to give notice of proposal to make a road management plan	GMIOS, MI	
s 54(5)	Duty to conduct a review of road management plan at prescribed intervals	GMIOS, MI	
s 54(6)	Power to amend road management plan	GMIOS, MI	
s 54(7)	Duty to incorporate the amendments into the road management plan	GMIOS, MI	
s 55(1)	Duty to cause notice of road management plan to be published in Government Gazette and newspaper	GMIOS, MI	
s 63(1)	Power to consent to conduct of works on road	TLRD, MCW, GMIOS, MI	Where Council is the coordinating road authority
s 63(2)(e)	Power to conduct or to authorise the conduct of works in, on, under or over a road in an emergency	MCW, GMIOS, MI	Where Council is the infrastructure manager
s 64(1)	Duty to comply with cl 13 of sch 7	GMIOS, MI	Where Council is the infrastructure manager or works manager
s 66(1)	Power to consent to structure etc	TLRD, GMIOS, MI	Where Council is the coordinating road authority
s 67(2)	Function of receiving the name & address of the person responsible for distributing the sign or bill	TLRD, GMIOS, MI	Where Council is the coordinating road authority

Road Management Act 2004			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 67(3)	Power to request information	TLRD, GMIOS, MI	Where Council is the coordinating road authority
s 68(2)	Power to request information	TLRD, GMIOS, MI	Where Council is the coordinating road authority
s 71(3)	Power to appoint an authorised officer	All General Managers	
s 72	Duty to issue an identity card to each authorised officer	CMB, MGRI	
s 85	Function of receiving report from authorised officer	TLRD, TLTT, GMIOS, MI	
s 86	Duty to keep register re s 85 matters	TLRD, TLTT, GMIOS, MI	
s 87(1)	Function of receiving complaints	TLRD, MCW, GMIOS, MI	
s 87(2)	Duty to investigate complaint and provide report	TLRD, MCW, TLTT, GMIOS, MI	
s 96	Power to authorise a person for the purpose of instituting legal proceedings	All General Managers	
s 112(2)	Power to recover damages in court	MCW, TLTT, GMIOS, MI	
s 116	Power to cause or carry out inspection	TLRD, MCW, TLTT, GMIOS, MI	
s 119(2)	Function of consulting with the Head, Transport for Victoria	TLRD, GMIOS, MI	
s 120(1)	Power to exercise road management functions on an arterial road (with the consent of the Head, Transport for Victoria)	TLRD, GMIOS, MI	
s 120(2)	Duty to seek consent of the Head, Transport for Victoria to exercise road management functions before exercising power in s 120(1)	TLRD, GMIOS, MI	

Road Management Act 2004			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
s 121(1)	Power to enter into an agreement in respect of works	TLRD, TLTT, GMIOS, MI	
s 122(1)	Power to charge and recover fees	MF, CFO	
s 123(1)	Power to charge for any service	MF, CFO	
sch 2 cl 2(1)	Power to make a decision in respect of controlled access roads	TLRD, TLTT, GMIOS, MI	
sch 2 cl 3(1)	Duty to make policy about controlled access roads	GMIOS	
sch 2 cl 3(2)	Power to amend, revoke or substitute policy about controlled access roads	GMIOS	
sch 2 cl 4	Function of receiving details of proposal from the Head, Transport for Victoria	TLRD, TLTT, GMIOS, MI	
sch 2 cl 5	Duty to publish notice of declaration	TLRD, GMIOS, MI	
sch 7 cl 7(1)	Duty to give notice to relevant coordinating road authority of proposed installation of non-road infrastructure or related works on a road reserve	TLRD, TLTT, GMIOS, MI	Where Council is the infrastructure manager or works manager
sch 7 cl 8(1)	Duty to give notice to any other infrastructure manager or works manager responsible for any non-road infrastructure in the area, that could be affected by any proposed installation of infrastructure or related works on a road or road reserve of any road	TLRD, TLTT, GMIOS, MI	Where Council is the infrastructure manager or works manager
sch 7 cla 9(1)	Duty to comply with request for information from a coordinating road authority, an infrastructure manager or a works manager responsible for existing or proposed infrastructure in relation to the location of any non-road infrastructure and technical advice or assistance in conduct of works	TLRD, TLTT, GMIOS, MI	Where Council is the infrastructure manager or works manager responsible for non-road infrastructure

Road Management Act 2004			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
sch 7 cl 9(2)	Duty to give information to another infrastructure manager or works manager where becomes aware any infrastructure or works are not in the location shown on records, appear to be in an unsafe condition or appear to need maintenance	TLRD, TLTT, GMIOS, MI	Where Council is the infrastructure manager or works manager
sch 7 cl 10(2)	Where Sch 7 cl 10(1) applies, duty to, where possible, conduct appropriate consultation with persons likely to be significantly affected	TLRD, TLTT, GMIOS, MI	Where Council is the infrastructure manager or works manager
sch 7 cl 12(2)	Power to direct infrastructure manager or works manager to conduct reinstatement works	TLRD, MCW, TLTT, GMIOS, MI	Where Council is the coordinating road authority
sch 7 cl 12(3)	Power to take measures to ensure reinstatement works are completed	TLRD, MCW, TLTT, GMIOS, MI	Where Council is the coordinating road authority
sch 7 cl 12(4)	Duty to ensure that works are conducted by an appropriately qualified person	TLRD, MCW, TLTT, GMIOS, MI	Where Council is the coordinating road authority
sch 7 cl 12(5)	Power to recover costs	TLRD, MCW, TLTT, GMIOS, MI	Where Council is the coordinating road authority
sch 7 cl 13(1)	Duty to notify relevant coordinating road authority within 7 days that works have been completed, subject to sch 7 cl 13(2)	TLRD, TLTT, GMIOS, MI	Where Council is the works manager
sch 7 cl 13(2)	Power to vary notice period	TLRD, TLTT, GMIOS, MI	Where Council is the coordinating road authority
sch 7 cl 13(3)	Duty to ensure works manager has complied with obligation to give notice under sch 7 cl 13(1)	TLTT, GMIOS, MI	Where Council is the infrastructure manager
sch 7 cl 16(1)	Power to consent to proposed works	TLRD, TLTT, GMIOS, MI	Where Council is the coordinating road authority

Road Management Act 2004			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
sch 7 cl 16(2B)	Power to refuse to consider an application made under sch 7 cl 16(1) if the application does not comply with sch 7 cl 16(2A)	TLRD, TLTT, GMIOS, MI	Where Council is the coordinating road authority
sch 7 cl 16(2C)	Power to request further information in relation to an application made under sch 7 cl 16(1)	TLRD, TLTT, GMIOS, MI	
sch 7 cl 16(4)	Duty to consult	TLRD, TLTT, GMIOS, MI	Where Council is the coordinating road authority, responsible authority or infrastructure manager
sch 7 cl 16(5)	Power to consent to proposed works	TLRD, TLTT, GMIOS, MI	Where Council is the coordinating road authority
sch 7 cl 16(6)	Power to set reasonable conditions on consent	TLRD, TLTT, GMIOS, MI	Where Council is the coordinating road authority
sch 7 cl 16(8)	Power to include consents and conditions	TLRD, TLTT, GMIOS, MI	Where Council is the coordinating road authority
sch 7 cl 17(2)	Power to refuse to give consent and duty to give reasons for refusal	TLRD, TLTT, GMIOS, MI	Where Council is the coordinating road authority
sch 7 cl18(1)	Power to enter into an agreement	GMIOS	Where Council is the coordinating road authority
sch7 cl 19(1)	Power to give notice requiring rectification of works	TLRD, TLTT, GMIOS, MI	Where Council is the coordinating road authority
sch 7 cl 19(2) & (3)	Power to conduct the rectification works or engage a person to conduct the rectification works and power to recover costs incurred	TLRD, MCW, TLTT, GMIOS, MI	Where Council is the coordinating road authority

Road Management Act 2004			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
sch 7 cl 20(1)	Power to require removal, relocation, replacement or upgrade of existing non-road infrastructure	TLRD, MCW, TLTT, GMIOS, MI	Where Council is the coordinating road authority
sch 7A cl 2	Power to cause street lights to be installed on roads	GMIOS, MI	Power of responsible road authority where it is the coordinating road authority or responsible road authority in respect of the road
sch 7 cl 3(1)(d)	Duty to pay installation and operation costs of street lighting - where road is not an arterial road	GMIOS, MI	Where Council is the responsible road authority
sch 7A cl 3(1)(e)	Duty to pay installation and operation costs of street lighting - where road is a service road on an arterial road and adjacent areas	GMIOS, MI	Where Council is the responsible road authority
sch 7A cl (3)(1)(f)	Duty to pay installation and percentage of operation costs of street lighting - for arterial roads in accordance with cls 3(2) and 4	GMIOS, MI	Duty of Council as responsible road authority that installed the light (re: installation costs) and where Council is relevant municipal council (re: operating costs)

Planning and Environment Interim Regulations 2026			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
r.6	function of receiving notice, under section 19(1)(c) of the Act, from a planning authority of its preparation of an amendment to a planning scheme	GMPP, MCS	where Council is not the planning authority and the amendment affects land within Council's municipal district; or where the amendment will amend the planning scheme to designate Council as an acquiring authority.
r.21	power of responsible authority to require a permit applicant to verify information (by statutory declaration or other written confirmation satisfactory to the responsible authority) in an application for a permit or to amend a permit or any information provided under section 54 of the Act	TLVC, TLStatP, PP, GMPP, MCD, PLAC, SStatBP	
r.25(a)	Duty to make copy of matter considered under section 60(1A)(g) in accordance with the public availability requirements	TLVC, TLPPA, TLStatP, TLStrgP, PP, GMPP, MCD, MCS, PLAC	Where Council is the responsible authority
r.25(b)	Function of receiving a copy of any document considered under section 60(1A)(g) by the responsible authority and duty to make the document available in accordance with the public availability requirements	TLVC, TLPPA, TLStatP, TLStrgP, PP, GMPP, MCD, MCS, PLAC	Where Council is not the responsible authority but the relevant land is within Council's municipal district
r.42	function of receiving notice under section 96C(1)(c) of the Act from a planning authority of its preparation of a combined application for an amendment to a planning scheme and notice of a permit application	GMPP, MCS	where Council is not the planning authority and the amendment affects land within Council's municipal district; or where the amendment will amend the planning scheme to designate Council as an acquiring authority.

Planning and Environment (Fees) Regulations 2016			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
r 19	Power to waive or rebate a fee relating to an amendment of a planning scheme	GMPP, MCD, MCS	
r 20	Power to waive or rebate a fee other than a fee relating to an amendment to a planning scheme	TLStatP, GMPP, MCD, PLAC	
r 21	Duty to record matters taken into account and which formed the basis of a decision to waive or rebate a fee under r 19 or 20	TLPPA, TLStatP, GMPP, MCD, MCS, PLAC	

Road Management (General) Regulations 2026			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
r 8(1)	Duty to conduct reviews of road management plan	GMIOS, MI	
r 9(2)	Duty to produce written report of review of road management plan and make report available	GMIOS, MI	
r 9(3)	Duty to give notice where road management review is completed and no amendments will be made (or no amendments for which notice is required)	TLTT, GMIOS, MI	is the road authority
r.10	Duty to give notice of amendment which relates to standard of construction, inspection, maintenance or repair under s 41 of the Act	GMIOS, MI	
r 13(1)	Duty to publish notice of amendments to road management plan	GMIOS, MI	Where Council is the road authority
r 13(3)	Duty to record on road management plan the substance and date of effect of amendment	GMIOS, MI	Where Council is the road authority
r 16(6)	Power to issue permit	TLRD, TLTT, GMIOS, MI	is the coordinating road authority

Road Management (General) Regulations 2026			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
r 18(1)	Power to give written consent re damage to road	TLRD, GMIOS, MI	is the coordinating road authority
r 20(2)	Function of being consulted with by the Head, Transport for Victoria prior to it granting authorisation under r 20(1)	GMIOS, MI	Where Council is the road authority
r 23(1)	Function of receiving application for written consent for the purpose of s 66(1) of the Road Management Act 2004	GMIOS, MI	Where Council is the road authority Must consider the matters in r 23(4)
r 23(2)	Power to make submission to Tribunal	GMIOS, MI	Where Council is the coordinating road authority
r 23(3)	Power to charge a fee for application made under r23(1)	MCW, TLTT, GMIOS, MI	is the coordinating road authority
r 25(1)	Power to remove objects, refuse, rubbish, substance or other material deposited or left on road or part of a road	TLWM, MCW, TLTT, GMIOS, MI	is the coordinating road authority
r 25(2)	Power to sell or dispose of things removed from road under (after first complying with regulation 25(3)	MCW, TLTT, GMIOS, MI	is the coordinating road authority
r 25(5)	Power to recover in the Magistrates' Court, expenses from person responsible	TLWM, MCW, TLTT, GMIOS, MI	Where Council is the appropriate road authority

Road Management (Works and Infrastructure) Regulations 2015			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
r 15	Power to exempt a person from requirement under cl 13(1) of sch 7 of the Act to give notice as to the completion of those works	TLRD, GMIOS, MI	Where Council is the coordinating road authority and where consent given under s 63(1) of the Act

Road Management (Works and Infrastructure) Regulations 2015			
Provision	**Power and Functions Delegated**	**Delegate**	**Conditions and Limitations**
r 22(2)	Power to waive whole or part of fee in certain circumstances	TLRD, GMIOS, MI	Where Council is the coordinating road authority

S6 Instrument of Delegation - Members of Staff – August 2026

#	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
850194	Food Act 1984	s 19(2)(c)	Power to direct by written order that any applicable requirement of the Food Safety Standards referred to in s 19(1)(d) is complied with	GMPP, TLEH, EHO, MCEI, EHL	If s 19(1) applies Only in relation to temporary food premises or mobile food premises
850195	Planning and Environment Act 1987	s 46GG(1)(d)	Power to incorporate into a planning scheme an infrastructure contributions plan that provides for the imposition of infrastructure contributions to fund the reasonable costs and expenses incurred by the planning authority, the collecting agency and a development agency in carrying out their respective functions under this Part in relation to the infrastructure contributions plan and the related precinct structure plan or strategic plan, capped at an annual percentage of the standard levy	GMPP, MCS	
850196	Planning and Environment Act 1987	s 46GG(1A)	Power to incorporate into a planning scheme an infrastructure contributions plan that provides for the monetary component to fund any acquisition of land (other than public purpose land) necessary for the provision of works, services and facilities referred to in s 46GG(1), where the plan does not include a land component	GMPP, MCS, MF, MPS	

#	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
850197	Planning and Environment Act 1987	s 46GJ(2A)(a)	Power to specify an infrastructure contributions plan the priority categories of works, services or facilities and relevant land acquisitions to be funded through a standard levy	GMPP, GMIOS, MCS, MF,	Where Council is the planning authority and Minister makes a direction under s 46GJ(2A)
850198	Planning and Environment Act 1987	s 46GJ(2A)(b)	Power to determine from time to time the specific works, services or facilities and relevant land acquisitions to be funded	GMIOS, GMPP, MCS	Where Council is the development agency specified in the infrastructure contributions plan and Minister makes a direction under s 46GJ(2A)
850199	Planning and Environment Act 1987	s 46GJ(2C)	Duty to make available in accordance with the public availability requirements any document relied on for the determination of specific works, services or facilities or relevant land acquisitions to be funded, and written notice of any such determination	GMIOS, GMPP, MCS	Where Council is the development agency specified in the infrastructure contributions plan and Minister makes a direction under s

#	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
					46GJ(2A)
850200	Planning and Environment Act 1987	s 126B	Power to commence criminal proceedings	GMPP, MCD, MCA	Note: This provision commences on 3 August 2026 as proclaimed by proclamation order dated 2 June 2026.
850201	Planning and Environment Act 1987	s 132B	Power to make application for specific orders	GMPP, MCD, MCA	Note: This provision commences on 3 August 2026 as proclaimed by proclamation order dated 2 June 2026.
850202	Planning and Environment Act 1987	s 132C	Power to make application for adverse publicity orders	GMPP, MCD, MCA	Note: This provision commences on 3 August 2026 as proclaimed by

#	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
					proclamation order dated 2 June 2026.
850203	Planning and Environment Act 1987	s 132D	Power to apply for commercial benefits orders	GMPP, MCD, MCA	Note: This provision commences on 3 August 2026 as proclaimed by proclamation order dated 2 June 2026.
850204	Planning and Environment Act 1987	s 132E	Power to apply for supervisory intervention orders	GMPP, MCD, MCA	Note: This provision commences on 3 August 2026 as proclaimed by proclamation order dated 2 June 2026.
850205	Planning and Environment Act 1987	s 132G	Power to apply for industry exclusion orders	GMPP, MCD, MCA	Note: This provision commences on 3 August 2026 as

#	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
					proclaimed by proclamation order dated 2 June 2026.
850206	Planning and Environment Act 1987	s 132J	Power to apply for contravention orders	GMPP, MCD, MCA, SPLEO	Note: This provision commences on 3 August 2026 as proclaimed by proclamation order dated 2 June 2026.
850207	Planning and Environment Act 1987	s 133A	Power for an authorised person to be assisted by a relevant expert	GMPP, MCD, MCA	Note: This provision commences on 3 August 2026 as proclaimed by proclamation order dated 2 June 2026.

#	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
850208	Planning and Environment Act 1987	s 134A	Power for immediate entry of land	GMPP, MCD, MCA	Note: This provision commences on 3 August 2026 as proclaimed by proclamation order dated 2 June 2026.
850209	Planning and Environment Act 1987	s 147A	Power to issue an identity card to each authorised officer	MGRI	Note: This provision commences on 3 August 2026 as proclaimed by proclamation order dated 2 June 2026.
850210	Road Management Act 2004	sch 7 cl 16(2B)	Power to refuse to consider an application made under sch 7 cl 16(1) if the application does not comply with sch 7 cl 16(2A)	TLRD, TLTT, GMIOS, MI	Where Council is the coordinating road authority

#	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
850211	Road Management Act 2004	sch 7 cl 16(2C)	Power to request further information in relation to an application made under sch 7 cl 16(1)	TLRD, TLTT, GMIOS, MI	Where Council is the coordinating road authority
850212	Road Management (General) Regulations 2026	r 20(2)	Function of being consulted with by the Head, Transport for Victoria prior to it granting authorisation under r 20(1)	GMIOS, MI	Where Council is the road authority
850213	Road Management (General) Regulations 2026	r 23(1)	Function of receiving application for written consent for the purpose of s 66(1) of the Road Management Act 2004	GMIOS, MI	Where Council is the coordinating road authority Must consider the matters in r 23(4)

CHANGED Provisions

#	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
123934	Food Act 1984	s~~.19~~ 19(2)(a)	~~power~~Power to direct by written order that the particular food premises be put into a clean and sanitary condition	TLEH, EHO~~,~~ ~~OCEH - TO DELETE~~, GMPP, MCEI, ~~MSEC,~~EHL	If ~~sections~~ 19(1) applies Only in relation to temporary food premises or mobile food premises
123935	Food Act 1984	s~~.19~~ 19(2)(b)	~~power~~Power to direct by written order that specified steps be taken to ensure that food prepared, sold or handled is safe and suitable	TLEH, EHO~~,~~ ~~OCEH - TO DELETE~~, GMPP, MCEI, ~~MSEC,~~EHL	If ~~sections~~ 19(1) applies Only in relation to temporary food premises or mobile food premises
123936	Food Act 1984	s~~.19~~ 19(4)(a)	~~power~~Power to direct that an order made under ~~sections~~ 19(3)(a) or (b), (i) be affixed to a conspicuous part of the premises, (ia) displayed at any point of sale, (ib) be published on the food business's Internet site and (ii) inform the public by notice in a published newspaper, on the Internet site or otherwise	CEO	If ~~sections~~ 19(1) applies Only in relation to temporary food premises

#	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
					or mobile food premises
123937	Food Act 1984	s~~.19~~ 19(6)(a)	~~duty~~Duty to revoke any order under section 19 if satisfied that an order has been complied with	TLEH, EHO~~,~~ ~~OCEH - TO DELETE~~, GMPP, MCEI, ~~MSEC,~~EHL	If ~~sections~~ 19(1) applies Only in relation to temporary food premises or mobile food premises
123938	Food Act 1984	s~~.19~~ 19(6)(b)	~~duty~~Duty to give written notice of revocation under section 19(6)(a) if satisfied that an order has been complied with	TLEH, EHO~~,~~ ~~OCEH - TO DELETE~~, GMPP, MCEI, ~~MSEC,~~EHL	If ~~sections~~ 19(1) applies Only in relation to temporary food premises or mobile food premises
123949	Food Act 1984	s~~.19W~~ 19W	~~power~~Power to direct a proprietor of a particular food premises to comply with any requirement under Part IIIB	TLEH, EHO~~,~~ ~~OCEH - TO DELETE~~, GMPP,	~~where~~Where~~council~~Council is the registration authority

#	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
				MCEI, ~~MSEC,~~EHL	
123950	Food Act 1984	s~~.19W~~ 19W(3)(a)	~~power~~Power to direct a proprietor of a particular food premises to have staff at the premises undertake training or instruction	TLEH, EHO~~,~~ ~~OCEH - TO DELETE~~, GMPP, MCEI, ~~MSEC,~~EHL	~~where~~Where~~council~~Council is the registration authority
123951	Food Act 1984	s~~.19W~~ 19W(3)(b)	~~power~~Power to direct a proprietor of a particular food premises to have details of any staff training incorporated into the minimum records required to be kept or food safety program of the premises	TLEH, EHO~~,~~ ~~OCEH - TO DELETE~~, GMPP, MCEI, ~~MSEC,~~EHL	~~where~~Where~~council~~Council is the registration authority
594537	Food Act 1984	s 39A(6)	Duty to comply with a direction of ~~the~~~~Safe~~~~Secretary~~Food Victoria under s 39A(4)	TLEH, EHO, GMPP, MCEI, EHL	
594539	Food Act 1984	s 40E(4)	Duty to comply with direction of ~~the~~Safe~~Secretary~~Food Victoria under s 40E(1)	TLEH, EHO, GMPP, MCEI, EHL	

#	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
202117	Planning and Environment Act 1987	s~~.46GJ~~ 46GJ(1)	~~function~~Function of receiving written directions from the Minister in relation to the preparation, content and ~~content~~administration of infrastructure contributions plans	GMPP, MCS	
202140	Planning and Environment Act 1987	s~~.46GZ~~ 46GZ(2)(a)	~~duty~~Duty to forward any part of the monetary component that is imposed for plan preparation costs or plan administration costs to the planning authority that incurred those costs The forwarding duty does not apply to any monetary component that is imposed for plan administration costs incurred by the collecting agency	GMIOS, GMPP, MCS, MI	~~where~~Where Council is the collecting agency under an approved infrastructure contributions plan ~~this~~ This duty does not apply where Council is that planning authority
202141	Planning and Environment Act 1987	s~~.46GZ~~ 46GZ(2)(a)	~~function~~Function of receiving the monetary component imposed for plan preparation costs or plan administration costs The monetary component does not include plan administration costs incurred by the collecting agency	GMIOS~~,~~ ~~GMCCorp~~, GMPP, MCS, MF, MI, MPS, CFO	~~where~~Where the Council is the planning authority ~~this~~ This duty does not apply where Council is also the collecting agency

#	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
202149	Planning and Environment Act 1987	s~~.46GZD~~ 46GZD(2)	~~duty~~Duty, within 6 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s~~.46GZD~~ 46GZD(2)(a) and (b), including expenditure of remaining monetary component for the provision of other works, services or facilities or relevant land acquisitions in the ICP plan area	GMIOS, GMPP, MCS, MI	~~where~~Where Council is the development agency under an approved infrastructure contributions plan
124081	Planning and Environment Act 1987	s~~.62~~ 62(5)(a)	~~power~~Power to include a permit condition to implement an approved development contributions plan or an approved infrastructure contributions plan	StP, TLVC, TLStatP, PP, SO, GMPP, MCD, StatP, PLAC, SStatBP	Note: The scope of approved infrastructure contributions plans has been expanded by the Planning Amendment (Better Decisions Made Faster) Act 2026 (No. 3 of 2026) to include works outside the ICP plan area, plan administration costs, and relevant land acquisitions.
124239	Residential Tenancies Act 1997	s~~.522~~ 522(1)	~~power~~Power to give a compliance notice to a person	TLEH, MBS, EHO~~, OCEH - TO DELETE~~,	

#	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
				GMPP, MCS, MCEI, ~~MSEC,~~EHL	
124242	Residential Tenancies Act 1997	s~~.526~~ 526(5)	~~duty~~Duty to keep record of entry by authorised officer under ~~sections~~ 526	TLEH, MBS, EHO~~, OCEH - TO DELETE~~, PLEO, GMPP, MCS, MCEI, ~~MSEC,~~EHL	
124348	Planning and Environment Interim Regulations ~~20152005~~2026	r~~.6~~ 6	~~function~~Function of receiving notice, under section 19(1)(c) of the Act, from a planning authority of its preparation of an amendment to a planning scheme	GMPP, MCS	~~where~~Where Council is not the planning authority and the amendment affects land within Council's municipal district; or ~~where~~ Where the amendment will amend the planning scheme to designate Council as an acquiring authority. Note: the Planning and Environment Interim Regulations 2026 will be

#	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
					revoked on 8 May 2027, it is anticipated that new regulations will commence prior to this date.
124349	Planning and Environment Interim Regulations ~~20152005~~2026	r.~~21~~ 21	~~power~~Power of responsible authority to require a permit applicant to verify information (by statutory declaration or other written confirmation satisfactory to the responsible authority) in an application for a permit or to amend a permit or any information provided under section 54 of the Act	TLVC, TLStatP, PP, GMPP, MCD, PLAC, SStatBP	Note: the Planning and Environment Interim Regulations 2026 will be revoked on 8 May 2027, it is anticipated that new regulations will commence prior to this date.
124398	Planning and Environment Interim Regulations ~~20152005~~2026	r.~~25~~ 25(a)	~~duty~~Duty to make copy of matter considered under section 60(1A)(g) ~~available~~in~~for~~accordance~~i-nspection~~with~~free~~the~~f~~public~~charge~~availabilityrequirements	TLVC, TLPPA, TLStatP, TLStrgP, PP, GMPP, MCD, MCS, PLAC	~~where~~Where Council is the responsible authority Note: the Planning and Environment Interim Regulations 2026 will be revoked on 8 May 2027, it is anticipated that new regulations will commence

#	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
					prior to this date.
124399	Planning and Environment Interim Regulations 201520052026	r.25 25(b))	functionFunction of receiving a copy of any document considered under section 60(1A)(g) by the responsible authority and duty to make the document available forininspectionaccordancefreewithofthechargepublic availability requirements	TLVC, TLPPA, TLStatP, TLStrgP, PP, GMPP, MCD, MCS, PLAC	whereWhere Council is not the responsible authority but the relevant land is within Council's municipal district Note: the Planning and Environment Interim Regulations 2026 will be revoked on 8 May 2027, it is anticipated that new regulations will commence prior to this date.
124350	Planning and Environment Interim Regulations 201520052026	r.42 42	functionFunction of receiving notice under section 96C(1)(c) of the Act from a planning authority of its preparation of a combined application for an amendment to a planning scheme and notice of a permit application	GMPP, MCS	whereWhere Council is not the planning authority and the amendment affects land within Council's municipal district; or where Where the amendment will

#	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
					amend the planning scheme to designate Council as an acquiring authority. Note: the Planning and Environment Interim Regulations 2026 will be revoked on 8 May 2027, it is anticipated that new regulations will commence prior to this date.
124376	Road Management (General) Regulations ~~2016~~2026	r.~~8~~ 8~~(1(3~~)	~~duty~~Duty to conduct reviews of road management plan within the period specified in s 90(3) of the Local Government Act 2020.	GMIOS, MI	Where Council is the road authority
124377	Road Management (General) Regulations ~~2016~~2026	r.~~9~~ 9(2)	~~duty~~Duty to produce written report of review of road management plan and make report available	GMIOS, MI	Where Council is the road authority

#	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
124456	Road Management (General) Regulations ~~2016~~2026	r.~~9~~ 9(3)	Duty to give notice where road management review is completed and no amendments will be made (or no amendments for which notice is required)	TLTT, GMIOS, MI	~~where~~Where~~council~~Council is the ~~coordinating~~road authority
124378	Road Management (General) Regulations ~~2016~~2026	r.~~10~~ 10	~~duty~~Duty to give notice of amendment which relates to standard of construction, inspection, maintenance or repair under ~~sections~~ 41 of the Road Management Act 2024	GMIOS, MI	Where Council is the road authority
124457	Road Management (General) Regulations ~~2016~~2026	r.~~13~~ 13(1)	Duty to publish notice of amendments to road management plan	GMIOS, MI	where ~~council~~Council is the ~~coordinating~~road authority
124379	Road Management (General) Regulations ~~2016~~2026	r.~~13~~ 13(3)	~~duty~~Duty to record on road management plan the substance and date of effect of amendment	GMIOS, MI	Where Council is the road authority

#	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
124380	Road Management (General) Regulations ~~2016~~2026	r.~~16~~ 16(~~3~~6)	~~power~~Power to issue permit	TLRD, TLTT, GMIOS, MI	~~where~~Where~~council~~Council is the coordinating road authority
124381	Road Management (General) Regulations ~~2016~~2026	r.~~18~~ 18(1)	~~power~~Power to give written consent re damage to road	TLRD, GMIOS, MI	~~where~~Where~~council~~Council is the coordinating road authority
124458	Road Management (General) Regulations ~~2016~~2026	r.~~23~~ 23(~~4~~3)	~~power~~Power to charge a fee for application made under ~~sectionsr66~~23(1)~~Road Management Act~~	MCW, TLTT, GMIOS, MI	~~where~~Where~~council~~Council is the coordinating road authority
124383	Road Management (General) Regulations ~~2016~~2026	r.~~25~~ 25(1)	~~power~~Power to remove objects, refuse, rubbish, substance or other material deposited or left on road or part of a road	TLWM, MCW, TLTT, GMIOS, MI	~~where~~Where~~council~~Council is the ~~responsible~~appropriate road authority

#	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
124384	Road Management (General) Regulations 20162026	r.25 25(2)	powerPower to sell or dispose of things removed from road orunderpartref road25 (after first complying with regulation 25(3))	TLWM,MCW, TLTT, GMIOS, MI	whereWherecouncilCouncil is the responsibleappropriate road authority
124385	Road Management (General) Regulations 20162026	r.25 25(5)	powerPower to recover in the Magistrates' Court, expenses from person responsible	TLWM, MCW, TLTT, GMIOS, MI	Where Council is the appropriate road authority
124454	Road Management (Works and Infrastructure) Regulations 2015200502026	r.15 1516	powerPower to exempt a person from requirement under clauseCl 13(1) of ScheduleSch 7 of the Act to give notice as to the completion of those works	TLRD, GMIOS, MI	whereWherecouncilCouncil is the coordinating road authority and where consent given under sections 63(1clause16(5) of Schedule 7 to the Road Management Act 2004
124455	Road Management (Works and	r.22 2224(2)	powerPower to waive whole or part of fee in certain circumstances	GMIOS, MI	whereWherecouncilCouncil is the coordinating road

#	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
	Infrastructure) Regulations ~~20152005~~2026				authority

Informal Meeting of Councillors Record

Submitted on	6 November 2026, 4:42PM
Receipt number	179
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	Ellie Lockard
Title of meeting	Councillor briefing
Meeting date	04/11/2026
Meeting time	6pm
Meeting location	Online In person

Attendance

Councillors in attendance	Cr Georgina Oxley (Mayor) Cr Sarah O'Donnell (Deputy Mayor) Cr Jane Agirtan (attended online from 6.13pm to 9pm) Cr Kirralee Ashworth-Collett (attended online) Cr Tony Athanasopoulos Cr Georgia Erevnidis Cr Chris Hill Cr Chris Howe Cr Nikki Kaur (arrived at 6.07pm)
Council officer(s) in attendance	Peter Bean, Chief Executive Officer Jonathan Guttmann, General Manager Planning and Place Kate Waters, General Manager Community Strengthening Samantha Krull, General Manager Infrastructure and Open Space Tracey Cheeseman, A/ General Manager Customer and Corporate Support Kelly Shacklock, Manager Governance Risk and Integrity Ellie Lockard, Council Governance Officer Jaclyn Murdoch, Manager City Development Emma Cadd, Manager Family Youth and Children's Services

	Simon Doyle, Manager Arts Events and Libraries Sarah Morris, A/ Head of Creative Activities Melanie Starr, A/ Manager Active Kingston Emily Boucher, A/ Manager PMO and Major Projects Paul Marsden, Manager City Strategy Kim Marshall, Manager Aquatic and Leisure Anne Diplock, Principal Project Manager
Apologies	Cr Hadi Saab
Summary of matters discussed	Apologies Acknowledgement of Country Declaration by Councillors, Officers and Contractors of any Conflict of Interest Notes of Briefing of 19 October 2026 5. Executive Updates 6. Governance Matters 7. KP-2025/583 - 468-508 Heatherton Road, CLAYTON SOUTH 8. Draft Youth Strategy 2027-2036 9. Kingston Arts Venue Hire Policy 10. Placeholder: Community Indoor Stadium Partnership 11. Suburban Rail Loop Resource Memorandum of Understanding 12. SRL Southern Stabling Yard - Heatherton Urban Design and Landscape Plan 13. LXRP Parkdale - Asset Services Funding 14. Mordi Aquatic Centre - Project Update Invitations Councillor/CEO Only Discussion Councillor Only Discussion
Did a Councillor or Council officer disclose a conflict of interest?	No

Informal Meeting of Councillors Record

Submitted on	10 November 2026, 12:01PM
Receipt number	180
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	09/11/2026
Meeting time	6.00pm
Meeting location	In person

Attendance

Councillors in attendance	Cr Georgina Oxley (Mayor) (left the meeting between 8.25pm-8.37pm) Cr Sarah O'Donnell (Deputy Mayor) (Chaired the meeting between 8.25-8.37pm) (left the meeting between 8.53pm - 8.57pm) Cr Jane Agirtan Cr Kirralee Ashworth-Collett Cr Tony Athanasopoulos Cr Georgia Erevnidis Cr Chris Hill (arrived at 6.15pm) Cr Chris Howe Cr Nikki Kaur (left meeting at 9pm stayed online) Cr Hadi Saab (online joined at 5:59pm) (left the meeting between 8.25pm and 8.44pm)
Council officer(s) in attendance	Peter Bean, Chief Executive Officer Jacquetta Griggs, Chief Finance Officer Jonathan Guttmann, General Manager Planning and Place Jaclyn Murdoch, Manager City Development Samantha Krull, General Manager Infrastructure and Open Space

	Melanie Starr, Acting Manager Active Kingston Emily Boucher, Acting Manager PMO & Major Projects James Lenihan, Manager Infrastructure (online from 9.23pm-9.24pm) Michael Eddington, Manager City Works Shane Marr, Manager Finance Spyros Karamesinis, Manager Finance Kate Waters, General Manager Community Strengthening Susan Quach, Manager Inclusive Communities Trent Carpenter, Team Leader Community Capacity & Partnerships Matt Wilson, General Manager Customer and Corporate Support Kelly Shacklock, Manager Governance Risk and Integrity Sharon Lozsan, Team Leader Council Governance Gemma Jacob, Council Governance Officer
External attendees	Chris Kotur, Leader in Residence, Leadership Victoria Jo-Anne Mazzeo, Municipal Monitor at Wyndham City Council
Apologies	Cr Caroline White
Summary of matters discussed	Welcome Acknowledgement of Country Apologies Declaration of any Conflict of Interest Notes of Briefing of 4 November 2026 Executive Updates Councillor Training Session Draft 23 November 2026 Council Meeting Agenda 7.1 Town Planning Application Decisions - October 2026 7.2 KP-2025/583 - 468-508 Heatherton Road, Clayton South 7.3 Tree Removal Application Under the Community Local Law for 179-217 Centre Dandenong Road, Dingley 8.2 Kingston Grants Program Improvements and Funding Considerations 8.3 Kingston Grants Program - Funding Recommendations for Round 2 Community Bi-annual Grants 2026-27 8.4 Kingston Grants Program 2024-25 and 2025-26 Acquittals 9.1 Community Indoor Stadium Partnership 9.2 SRL Southern Stabling Yards Heatherton Urban Design & Landscape Plan 9.3 Suburban Rail Loop Resource Memorandum of Understanding 9.4 LXRP Parkdale - Asset Services Funding 9.5 2026/2027 Quarter One Capital Works Results 9.6 Namatjira Park Contract Award 9.7 Award of Contract CON-25/090 - Edithvale Road, Chelsea Heights - Construction of Boardwalk (Centre Swamp Drain to 400m East) - South Side 9.8 Award of Contract CON-26/012 - Signs & Street Furniture Maintenance 10.1 Award of Contract CON-24/121 - Provision of Enterprise Asset Management Solution 10.2 Governance and Compliance Report 11.1 Quarterly Finance Report September 2026 12. Notices of Motion 13. Urgent Business 14. Confidential Items

9. Invitations
10. Councillor/CEO Discussion
11. Councillor Only Discussion

Did a Councillor or Council officer disclose a conflict of interest?	No

Informal Meeting of Councillors Record

Submitted on	17 November 2026, 11:14AM
Receipt number	181
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	Gemma Jacob
Title of meeting	Strategic Briefing
Meeting date	16/11/2026
Meeting time	6:00pm
Meeting location	In person

Attendance

Councillors in attendance	Cr Jane Agirtan Cr Kirralee Ashworth-Collett Cr Tony Athanasopoulos (Mayor) Cr Georgia Erevnidis Cr Chris Hill Cr Chris Howe (Deputy Mayor) Cr Nikki Kaur Cr Sarah O'Donnell (left at 8.53pm) Cr Georgina Oxley Cr Hadi Saab
Council officer(s) in attendance	Peter Bean, Chief Executive Officer Jacquetta Griggs, Chief Finance Officer Jonathan Guttmann, General Manager Planning and Place Kate Waters, General Manager Community Strengthening Samantha Krull, General Manager Infrastructure and Open Space Matt Wilson, General Manager Customer and Corporate Support Kelly Shacklock, Manager Governance Risk and Integrity Ellie Lockard, Council Governance Officer Emma Cadd, Manager Family Youth and Children's Services Donna Feore, Team Leader – Children's Services Partnerships

	Susan Quach, Manager Inclusive Communities Simon Doyle, Manager Arts Events and Libraries Veronica Cybulski, A/ Head of Libraries Emma Bruce, Team Leader Community Diversity and Inclusion Kirsten Palfrey, Team Leader Community Hubs Paul Marsden, Manager City Strategy Tanya Sokolowski, Principal Strategic Planner Amber Swales, Team Leader Strategic Planning Luke Dexter, A/ Manager Open Space Melanie Starr, Strategic and Interface Projects Lead Emily Boucher, A/ Manager PMO and Major Projects James Lenihan, Manager Infrastructure Nicky Skinner, A/ Communications and Engagement Lead
External attendees	nil
Apologies	nil
Summary of matters discussed	Acknowledgement of Country Apologies Declaration by Councillors, Officers and Contractors of any Conflict of Interest Notes of Briefing 9 November 2026 were agreed. Briefings 5. Executive Updates 6. Update on Family Day Care Data and Trends 7. Draft Youth Strategy 2027-2036 8. Kingston Women of the Year Awards 2027 - Nominations and Selection of Winners 9. Reimagining Co-Located Libraries and Community Hubs 10. Confidential: Property Matter 11. Weed Management Trial Outcome Update 12. Response to Resolution - Notice of Motion 19/2026 - Future Delivery of Beach Maintenance within Patterson Lakes 13. Response to Resolution - Playground Upgrades 14. Sportsgrounds Facilities Fees, Charges Policy and Fee Structure Engagement and Timeline 15. Award of Contract CON-26/117 - Namatjira Park Masterplan 16. Award of Contract CON-25/090 - Edithvale Road, Chelsea Heights - Construction of Boardwalk (Centre Swamp Drain to 400m East) - South Side 17. Transparency and Integrity Hub Update Standing Items In Focus: Upcoming Meeting Procedure 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** Cr Howe declared a material conflict of interest in item 12. **Type of conflict of interest** Material (M) **Did the Councillor/officer leave the meeting prior to discussion?** Yes

11. Chief Finance Office Reports

Ordinary Council Meeting

23 November 2026

Agenda Item No: 11.1

QUARTERLY FINANCE REPORT SEPTEMBER 2026

Contact Officer: Shane Marr, Manager Finance
Magda Hordejuk, Team Leader Budgeting and Reporting
Spyros Karamesinis, Manager Finance

Purpose of Report

To present the quarterly financial results for the City of Kingston during 2026/27.

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:

1. First quarter report for the three months ending 30 September 2026 financial report and investment report;
2. Forecast operating results for 2026/27 and that these results are primarily affected by timing of grant revenue receipt; and
3. Statement by the Chief Executive Officer, as required under section 97(3) of the *Local Government Act 2020* that a revised budget is not required.

1. Executive Summary

The quarterly financial report highlights Council's financial position and performance for the three months to 30 September 2026. The report comprises the Income Statement, Cash Flow Statement, Balance Sheet, and Capital Works Statement for the 2026/27 Quarter 1 ending 30 September 2026.

The overall financial performance in the first quarter broadly aligns with budget expectations and the previous year:

- The **surplus for the three months** ending 30 September 2026 of $132.7 million is reflective of the accounting treatment whereby Council's primary funding source – revenue from Rates and Waste Service Charges – is recognised at the time that the rates notices are issued (July 2026), with the cash then collected throughout the year. The year-to-date results therefore recognise a full year of this revenue source, in combination with the quarterly results of other revenue items and the operating expenses of providing Council services. Throughout the year, officers are constantly managing staffing levels and contracts for materials and services within the budget parameters approved by Council.
- **Total revenue** raised from rates and charges in the year is $188.3 million, which is above full year budget. This revenue includes interest on outstanding rates of $0.5 million.
- The timing of **operating expenditure** reflects the profile of service areas and individual expenditure categories. For example, insurance premiums and subscription payments for Information Services are paid in advance in July.

- **Employee costs and materials and services** expenditure were favourable to budget YTD, primarily in AccessCare, offset by movements across materials and services, Commonwealth Government grants and user fees.
- Council's **Total Cash, Cash Equivalents** and other Financial Assets (**investments**) is $87.6 million, which is a decrease of $27.0 million from the opening balance as of 1 July 2026 of $114.6 million. This decrease is in line with budget as well as the actual position at the same time in the prior year.

2. Background

Under section 97 of the *Local Government Act 2020*, a quarterly budget report must be presented to Council, at a Council meeting open to the public. This report provides financial information for the first quarter of the financial year 2026/27.

3. Discussion

3.1 Financial Summary

The City of Kingston's **Income Statement** reports a net operating surplus for the first quarter 2026/27 (three months ending 30 September 2026) of $132.7 million, which was $1.5 million (1.1%) favourable to budget. This result reflects a combination of factors, outlined in the following table:

Table 1: Operating variances:

Category	Variance to budget favourable/ (unfavourable)		Explanation
	$M	%	
Rates	0.1	0.0%	No change
Grants and Subsidies	(0.5)	(3.1%)	Unfavourable primarily due to reduced AccessCare grant funding, offset by corresponding favourable impacts in employee costs and materials and services
Contributions	0.3	272.8%	Favourable due to Open Space receiving income not budgeted for from Suburban Rail Loop for tree planting. This amount will be offset by additional employee and materials and services expenses
User Fees	0.3	5.5%	Favourable primarily in: (1) increased user fees and casual entries in Family and Children's centres, (2) Inclusive Communities casual facility.
Interest Income	0.3	59.0%	Favourable owing to higher than expected interest rates on term deposits
Employee Costs	1.6	4.6%	Favourable primarily in: (1) AccessCare, due to movements across Commonwealth Government grants and materials and services, (2) Family, Youth & Children Services due to staff vacancies.
Materials & Services	0.8	2.4%	Favourable primarily in AccessCare brokerage which is offset by movements across employee costs and Commonwealth Government grants.
Depreciation & Amortisation	(1.4)	(12.0%)	Higher depreciation is mainly due to the increased value of capitalised assets following the 2025/26 revaluation
TOTAL	**1.5**	**1.1%**	

The **Cash Flow Statement** as at 30 September 2026 reports:

- **Total Cash, Cash Equivalents, and other Financial Assets** of $87.6 million, which is a decrease of $27.0 million from the opening balance on 1 July 2026 of $114.6 million.

  This is broadly consistent with the trend that cash accumulation be used to pay for suppliers and capital works whilst collection of Council's primary source of revenue, Rates and Charges, progresses throughout the year.

- **Net Cash provided by Operating Activities** cash flow is $11.4 million outflow, which is driven by inflows from various revenue sources and outflows resulting from timing of payments to employees and suppliers.
- Council made $13.7 million payment towards **capital works** which represents approximately 18% spend of the annual adopted budget including carryovers.
- Net cash flow from **financing activities** is an outflow of $1.9 million, reflecting repayments on the $49.0 million loan drawn for the Mordi Aquatic Centre. Council is planning to draw the final loan tranche of $6.95 million during 2026/27.

The **Balance Sheet** as at 30 September 2026 records:

- $3.8 billion of **total assets** for the City of Kingston, which is attributable to the level of Cash holdings maintained ($87.6 million), Infrastructure, Property, Plant & Equipment assets ($3.5 billion), and a high level of trade receivables ($223.8 million) reflecting the accrual accounting of total rates raised and the rate of collection.
- $112.9 million **total liabilities,** including an increase in trade and Other Payables ($28.0 million) as well as a decrease in Trust Funds and Deposits ($6.2 million) since the end of the last financial year. At year-end, liabilities are expected to align with budget as retentions and deposits are refunded and unearned income is reconciled.

The **Capital Works Statement** as at 30 September 2026 records capital spend of $13.7 million, which was 18% of the full year adopted budget of $74.7 million or adjusted budget of $77.4 million. Of that, the Mordi Aquatic Centre project spend is $4.6 million.

3.2 Operating Budget Forecast 2026/27 Update

Officers have been analysing and assessing the 2026/27 operating budget forecasts to scrutinise risks, pressures, and opportunities.

The **Quarter 1** Forecast 2026/27 shows a $2.5 million surplus representing an unfavourable decrease by $3.3 million to the $5.8 million surplus in adopted Budget 2026/27.

The variance is primarily reflecting the timing impact of $4.8 million in Commonwealth Financial Assistance Grant, of which 80% was received in advance in 2025/26. This timing adjustment favourably contributed to the 2025/26 result and correspondingly reduced revenue in 2026/27. Various favourable variances and savings opportunities have been identified, which partly offset the $4.8 million unfavourable grant impact.

3.3 Investment report

The Investment Report for September 2026 provides an overview of the performance and status of term deposit investments held by Council. In accordance with Council's adopted Investment Policy, funds not immediately required for operating purposes are invested in accordance with relevant legislative requirements. Consideration is given to risk, the most favourable rate of interest available, and investment type, with preference given to 'green investment products', while ensuring liquidity requirements are met.

As of 30 September 2026, Council had invested with 4 financial institutions: Commonwealth Bank (CBA), Westpac, NAB and Bendigo. Council meets all risk management guidelines of its Investment Policy. The financial institutions are all rated AA- to A-. Council has deposited funds in term deposits with fixed maturities ranging from 1 to 12 months. There is a combination of green tailored deposits and non-green deposits, but this is subject to the availability of the green tailored deposits. In accordance with Australian Accounting Standards, only term deposits with a maturity greater than 90 days (three months) are classified as investments, while term deposits with a maturity of 90 days or less are classified as cash and cash equivalents.

As at 30 September 2026 Council had a total of $87.6 million held in Cash and Investments. Term deposits held total $46.1 million, of which $26.1 million relates to term deposits with maturities exceeding three months and are therefore classified as investments, while the remaining $20.0 million is invested in term deposits with maturities of between one and three months and are classified as cash and cash equivalents. The use of short-term maturity deposits reflects Council's liquidity management, ensuring sufficient funds are available to meet all reasonably anticipated cash flow requirements. Funds invested for shorter periods are planned to be utilised for operating purposes in the relevant months.

The average YTD interest rate across all term deposits is 4.71%, inclusive of short-term deposits with maturities under 90 days. The 90-day Bank Bill Swap (BBSW) rate was 4.67% in September 2026. With performance benchmark 20 basis points, the rate is 4.87%. As the BBSW rate fluctuates monthly, Council benchmarks investment performance against the rates applicable in the month each investment is made. There were 6 long-term deposits placed over July-September, all of them with an interest rate in excess of the 90-day Bank Bill Swap.

It needs to be noted that the cash position has been significantly influenced by expenditure on the Mordi Aquatic Centre project. The project is budgeted to be funded by borrowings of $55.95 million dollars, a $20 million Commonwealth Government grant, and Council funds. To date, $49 million of the loan has been drawn down and $10 million of the Commonwealth Government grant has been received.

4. Consultation

4.1 Internal Consultation:
There is ongoing contact between Finance and Departments on significant transactions and budget variances.

4.2 Community Consultation:
N/A

5. Compliance Checklist

5.1 Council and Wellbeing Plan Alignment
Strategic Direction: Responsibly Governed - We are a transparent and efficient organisation that is accountable, responsive and cost-effective.

Strategy: Ensure good governance through integrity, accountability, and continuous improvement.

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

5.3 Risk considerations
The financial sustainability of council will be challenged by inflation and budget pressures, which requires active management from council and officers.

Appendices

Appendix 1 - Quarterly Finance Report - September 2026 (Ref 26/299304)
Appendix 2 - Investment Report - September 2026 (Ref 26/299305)
Appendix 3 - Financial Statements Glossary (Ref 26/318222)

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11.1

QUARTERLY FINANCE REPORT SEPTEMBER 2026

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2 Investment Report - September 2026 643
3 Financial Statements Glossary 647

City of Kingston

Quarterly Finance Report

September 2026

community inspired leadership

City of KINGSTON

EXECUTIVE SUMMARY

The quarterly financial report highlights Council's financial position and performance for the three months to September 2026. The report comprises the Income Statement, Cash Flow Statement, Balance Sheet, and Capital Works Statement for the 2026/27 Quarter 1 ending 30 September.

The overall financial performance in the first quarter broadly aligns with budget expectations and the previous year, however with the added cost pressures outlined below warranting continuous monitoring:

The **surplus for the three months** ending 30 September 2026 of $ of $132.7 million is reflective of the accounting treatment whereby Council's primary funding source – revenue from Rates and Waste Service Charges – is recognised at the time that the rates notices are issued (July 2026), with the cash then collected throughout the year. The year-to-date results therefore recognise a full year of this revenue source, in combination with the quarterly results of other revenue items and the operating expenses of providing Council services. Throughout the year, officers are constantly managing staffing levels and contracts for materials and services within the budget parameters approved by Council.

Total revenue raised from rates and charges in the year is $188.3 million, which is above full year budget. This revenue includes interest on outstanding rates of $0.5 million.

The timing of **operating expenditure** reflects the profile of service areas and individual expenditure categories. For example, insurance premiums and subscription payments for Information Services and Strategy are paid in advance in July.

Materials and services expenditure YTD was $0.8 million favourable to budget. This was primarily due to favourable Access Care brokerage third party providers (which need to be looked at in conjunction with revenue and employee costs).

Council's **Total Cash, Cash Equivalents** and other Financial Assets (**investments**) of $87.6 million, which is a decrease of $27.0 million from the opening balance at 1 July 2026 of $114.6 million. This decrease is in line with budget and prior year actual trends.

The rate of **revenue collection** reflects a consistent result with collectible rates, charges, and Emergency Services and Volunteers Fund (ESVF, replacing the previous Fire Services Property Levy, FSPL) with debtor balance totalling $215.4 million compared to last year to date balance of $202.9 million.

Kingston City Council
Quarterly Financial Statements
For the 3 Months ending 30th September 2026
Income Statement

		Year to Date					Full Year	Full Year
		Budget	Actual	Variance Fav/(Unfav)		Ref	Budget	Forecast 1
		$'000	$'000	$'000	%		$'000	$'000
Revenue								
	Rates and Charges	188,277	188,346	69	0.0%		190,752	190,752
	Grants and Subsidies	15,469	14,995	(474)	(3.1%)		69,023	65,466
	Grants - Capital	1,329	1,311	(18)	(1.3%)		16,964	16,964
	Contributions	105	392	287	272.8%	1	7,496	7,854
	Statutory fees and fines	2,169	2,180	11	0.5%		10,352	10,343
	User Fees	5,401	5,700	299	5.5%		24,667	24,630
	Interest Income	575	914	339	59.0%	2	2,300	3,500
	Other Income	182	141	(42)	(22.7%)	3	1,080	1,089
	Net Gain/(Loss) on Disposal of Infrastructure, Property, Plant and Equipment	0	0	0	0.0%		100	100
Total Revenue		**213,508**	**213,980**	**472**	**0.2%**		**322,734**	**320,698**
Expenses								
	Employee Costs	35,684	34,039	1,645	4.6%		141,267	139,484
	Materials and Services	34,134	33,331	804	2.4%		125,793	128,838
	Bad and Doubtful Debts	13	6	7	55.7%	4	50	50
	Depreciation & Amortisation	11,719	13,125	(1,405)	(12.0%)	5	46,877	46,877
	Interest/Borrowing Costs	744	766	(22)	(2.9%)		2,976	2,976
Total Expenses		**82,294**	**81,265**	**1,029**	**1.2%**		**316,963**	**318,225**
Surplus		**131,215**	**132,715**	**1,500**	**1.1%**		**5,771**	**2,474**

Variance Explanations (for material variances > 10%)

Ref	Item	Explanation
1	Contributions	Contributions are favourable by $0.3 million due to Tree Planting unbudgeted contribution from Suburban Rail Loop in Open Space
2	Interest income	Interest income is forecast to be favourable, driven by higher interest rates and maintained levels of term deposits year to date
3	Other income	Other Income is $42k unfavourable (12% unfavourable) at this early stage of the financial year, as this category primarily comprises non-recurring income such as insurance recoveries and legal cost reimbursements, which are typically received later in the year and are difficult to forecast on a monthly basis
4	Bad and Doubtful Debts	There are no Bad and Doubtful Debts in the year to date.
5	Depreciation & Amortisation	Depreciation and Amortisation expenditure is $1.4 million unfavourable, primarily reflecting higher asset valuations resulting from the 2025/26 year-end revaluation process. The increased asset base has led to a corresponding increase in depreciation expense compared to budget assumptions.

Kingston City Council
Quarterly Financial Statements
For the 3 Months ending 30th September 2026
Cash Flow Statement

	Full Year	Year to Date	remaining to collect/ (to spend)	% received/ spend	
	Budget $'000	Actual $'000	$'000	%	Ref
Cash Flows from Operating Activities					
Rates and charges	192,444	51,016	141,428	26.5%	
Grants - Operating	69,023	3,304	65,719	4.8%	
Grants - Capital	16,964	9,722	7,242	57.3%	1
Contributions	6,496	618	5,878	9.5%	
Statutory fees and fines	10,093	2,180	7,913	21.6%	
User fees	24,050	5,818	18,232	24.2%	2
Increase/(Repayment) of Trust Funds and Deposits	0	140	(140)	0.0%	3
Other Receipts	3,380	1,055	2,325	31.2%	4
Payments to Employees	(140,221)	(33,211)	(107,010)	23.7%	
Payments to Suppliers	(132,539)	(52,062)	(80,477)	39.3%	5
Net Cash Provided by Operating Activities	**49,690**	**(11,421)**	**61,111**	**(23.0%)**	
Cash Flows from Investing Activities					
Payment for Infrastructure, Property, Plant & Equipment	(73,237)	(13,660)	(59,577)	18.7%	6
Proceeds from sale of Infrastructure, Property, Plant & Equipment	100	0	100	0.0%	
Net Cash Provided by Investing Activities	**(73,137)**	**(13,660)**	**(59,477)**	**18.7%**	
Cash Flows from Financing Activities					
Borrowing Costs	6,950	0	6,950	0.0%	7
Increase/(Repayment) of interest bearing loa	(5,280)	(1,327)	(3,953)	25.1%	8
Interest paid - lease liability	(500)	(147)	(353)	29.5%	9
Repayment of lease liabilities	(332)	(435)	103	131.0%	10
Net Cash (used in) Financing Activities	**838**	**(1,909)**	**2,747**	**(227.8%)**	
Net Increase/(Decrease) in Cash and Cash Equivalents	**(22,609)**	**(26,990)**			
Cash, Cash Equivalents and Other Financial Assets at the Beginning of the Financial Year	104,952	114,591			
Cash, Cash Equivalents and Other Financial Assets at the End of Period	**82,342**	**87,601**	**(5,259)**		

Variance Explanations for significant items:

Ref	Item	Explanation
1	Grants - Capital	Capital grants received are $9.7 million year to date. Grant inflows are not evenly phased throughout the year but align with project milestones and deliverables.
2	User fees	User fees received total $5.8 million year to date. The full-year budget is higher due to the planned opening of the Mordi Aquatic Centre in January 2027, which is expected to generate additional user fee revenue during the second half of the financial year.
3	Increase / (repayment) of trust funds and deposits	Trust funds and deposits have increased by $140k. This is not budgeted for as it is difficult to predict. Trust funds and deposits include retentions held for capital works in progress and refundable deposits, including asset protection deposits, which will be required to be returned on completion of works.
4	Other receipts	Other receipts income is favourable and includes interest from term deposits.
5	Payments to Suppliers	Payments to suppliers are $62.0 million year to date, including payment of prior-year accruals. Cash outflows are expected to reduce over the remainder of the year and track in line with budget
6	Payments for infrastructure, property, plant and equipment	Payments for infrastructure, property, plant and equipment are $13.7 million and represent 19% spent of the total budget. As the capital works are progressing, this variance will be moving during the year.
7,8	Increase/(Repayment) of interest bearing loans & borrowings	Council has taken loan $17.0 million in June 2025 and $32 million in March 2026 for the Mordi Aquatic centre. Borrowing costs and loan repayments have commenced and are reflected in the cash flow. Further loan of $6.950 million is planned to be drawn in 2026/27
9,10	Lease liability - interest paid and repayments	Lease liability payments are in line with budget and lease accounting requirements, with $0.1 million of interest paid and $0.4 million of principal repayments made year to date.

Kingston City Council
Quarterly Financial Statements
For the 3 Months ending 30th September 2026
Balance Sheet

		Opening balance	Year to Date	Variance YTD v opening balance			Full Year
		Actual $'000	Actual $'000	Fav/(Unfav) $'000	%	Ref	Budget $'000
Current Assets							
	Cash and cash equivalents	114,591	87,601	(26,989)	(23.6%)		82,343
	Trade and other receivables	38,224	223,813	185,589	485.5%	1	26,668
	Other Assets	9,408	428	(8,979)	(95.4%)	2	4,741
	Non-current assets classified as held for sale	0	0	0	0.0%		1,738
Total Current Assets		**162,222**	**311,843**	**149,621**	**92.2%**		**115,490**
Non Current Assets							
	Infrastructure, Property, Plant & Equipment	3,501,162	3,496,078	(5,084)	(0.1%)		3,358,098
	Right of use assets	10,141	9,716	(425)	(4.2%)		8,447
	Investment Property	5,163	5,163	0	0.0%		5,163
	Other Assets	250	250	0	0.0%		250
	Intangible Assets	1,027	962	(65)	(6.3%)		181
Total Non Current Assets		**3,517,743**	**3,512,170**	**(5,574)**	**(0.2%)**		**3,372,139**
Total Assets		**3,679,965**	**3,824,013**	**144,047**	**3.9%**		**3,487,629**
Current Liabilities							
	Trade and Other Payables	37,821	65,799	27,978	74.0%	3	24,114
	Trust Funds and Deposits	12,866	6,706	(6,161)	(47.9%)	4	10,044
	Unearned income	10,900	912	(9,988)	(91.6%)	5	10,109
	Provisions	22,773	23,297	525	2.3%		22,815
	Interest Bearing Loans and Borrowings	2,805	2,842	37	0.0%		3,270
	Lease Liabilities	1,579	1,574	(5)	(0.3%)		1,402
Total Current Liabilities		**88,744**	**101,130**	**29,376**	**40.9%**		**71,754**
Non Current Liabilities							
	Provisions	2,435	2,435	0	0.0%		2,049
	Interest Bearing Loans and Borrowings	44,945	44,199	(746)	(1.7%)		48,623
	Lease Liabilities	9,681	9,298	(384)	(4.0%)		9,600
Total Non Current Liabilities		**57,061**	**55,931**	**(1,129)**	**(2.0%)**		**60,272**
Total Liabilities		**145,805**	**157,062**	**11,257**	**7.7%**		**132,026**
Net Assets		**3,534,160**	**3,666,951**	**132,790**	**3.8%**		**3,355,603**
Equity							
	Accumulated Surplus	1,585,937	1,718,916	132,978	8.4%		1,570,430
	Asset Revaluation Reserve	1,892,250	1,892,250	0	0.0%		1,746,197
	Other Reserves	55,973	55,785	(188)	(0.3%)		38,977
Total Equity		**3,534,160**	**3,666,951**	**132,790**	**3.8%**		**3,355,603**

Variance Explanations for significant items:

Ref	Item	Explanation
1	Trade and other receivables	Trade and other receivables are higher than than opening balance at the start of the year. Of that $215.4 million is related to rate debtors which are expected to keep decreasing during the year as rate instalments are paid.
2	Other assets (current)	Other assets of $0.4 million are $9.0 million higher than opening balance at the start of the year. Other assets include accrued interest income and Access Care accrued income.
3	Trade and Other Payables	Trade and other payables are $65.8 million and are higher than opening balance at the start of the year. The budget is a year-end position and the level of creditors and accruals is dependent on the timing of invoices and expenditure receipted as at reporting date.
4	Trust funds and deposits	Trust funds and deposits are lower than opening balance at the start of the year. At the year-end the actuals are expected to match budget as retentions and deposits are refunded during the year. Trust funds and deposits include retentions held for capital works in progress and refundable deposits, including asset protection deposits, which will be required to be returned on completion of works.
5	Unearned income	Unearned income is lower than opening balance at the start of the year. At the year-end the actuals are expected to match budget as assessment of unearned capital grants and user fees will be recorded.

Kingston City Council
Quarterly Financial Statements
For the 3 Months ending 30th September 2026
Capital Works

Asset	Adjusted Budget $'000	Actual YTD to 0 $'000	% Complete	Remaining to spend	Ref	Annual Adopted Budget $'000
Property						
Land	430	3	1%	427	1	430
Buildings	29,938	6,038	20%	23,899	2	27,110
Plant & Equipment						
Plant, machinery and equipment	900	263	29%	637		900
Fixtures, Fittings and Furniture	0	0	0%	0		0
Computers and telecommunications	1,100	0	0%	1,100	3	1,100
Library Books	1,237	639	52%	599		1,237
Cultural Assets	471	113	24%	358	4	457
Infrastructure						
Roads	6,586	2,178	33%	4,408		6,643
Footpaths and cycleways	3,999	522	13%	3,477	5	3,786
Bridges	0	0	0%	0		0
Drainage	9,814	2,406	25%	7,408		10,090
Recreational, leisure and community facilities	17,981	1,160	6%	16,820	6	18,590
Parks, open space and streetscapes	4,415	367	8%	4,048	7	3,848
Off street car parks	525	6	1%	519	8	525
Other infrastructure	22	0	0%		9	21
Total capital works expenditure	**77,418**	**13,695**	**18%**	**63,700**		**74,737**
Projects Represented by:						
New asset expenditure	26,358	6,979	26%	19,380		25,622
Asset expansion expenditure	100	0	0%	100		6,027
Asset renewal expenditure	49,326	6,145	12%	43,180		41,413
Asset upgrade expenditure	1,634	572	35%	1,062		1,675
Total capital works expenditure	**77,418**	**13,695**	**18%**	**63,722**		**74,737**

* The Adopted budget doesn't include carry over from 2025/26. The Adjusted budget includes the bring forward and carry overs from 2025/26.

Variance Explanations - less than 25% complete

Ref	Item	Explanation
1	Land	The budget includes landfill remediation works at Spring Road, Heatherton Park and Elder Street. These works are currently in progress.
2	Buildings	The budget includes works at Mordialloc Aquatics Centre, Walter Galt Pavilion, Namatjira and Le Page Masterplan. These works are currently in progress.
3	Computers and telecommunications	The budget includes the Aquatics and Leisure facility software implementation, computer fleet and notebook renewal, and Enterprise Asset Management solution. These projects are currently in progress.
4	Cultural Assets	The budget includes the implementation of public art and cultural asset projects. These works are currently in progress..
5	Footpaths and cycleways	The budget includes various footpath and cycleway renewal projects. These works are currently in progress.
6	Recreational, leisure and community facilities	The budget includes works relating to Community Sports Club Infrastructure, Open Space Strategy implementation and sportsground renewal. These works are currently in progress.
7	Parks, open space and streetscapes	The budget includes Jack Grut Reserve Aquatics Precinct improvements and park upgrades at Heights Park, Chelsea Heights. These works are currently in progress.
8	Off street car parks	The budget includes various car park renewal and upgrade projects. These works are currently in progress.
9	Other infrastructure	The budget includes electric vehicle (EV) charging infrastructure at various locations. These works are currently in progress.

City of Kingston

Investment Report

September 2026

community inspired leadership

City of KINGSTON

1. EXECUTIVE SUMMARY

This report provides an overview of the performance and status of the term deposit investments held by the Kingston City Council. In accordance with Council's adopted Investment Policy, funds that are not immediately required for operating purposes are invested in accordance with the relevant legislative requirements and prudential requirements, with consideration of risk and at the most favourable rate of interest available to it at the time, for that investment type, while ensuring that our liquidity requirements are being met. Council's investment portfolio is based on the following key objectives:

Capital Preservation: Investments are to be managed in a manner that seeks to ensure security and safeguarding the investment portfolio. This includes managing credit and interest rate risk within identified thresholds and parameters.

Liquidity: Investment portfolio will ensure there is sufficient liquidity to meet all reasonably anticipated cash flow requirements, as and when they fall due

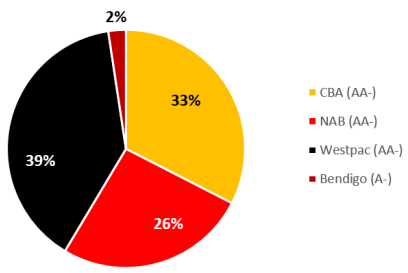
Security: The investment is expected to achieve a prudent rate of return that takes into account the Council having a low risk tolerance in regard to investments.

2. INVESTMENT PORTFOLIO

Risk Profile

As of 30th September 2026, Council has invested with 4 financial institutions and meets all risk management guidelines of its Investment Policy. Please refer to **Chart 1** for breakdown of portfolio. 1% of investments are held with A- rated Financial Institution (Bendigo and Adelaide Bank (**Bendigo**)) while the remaining 99% is held with Financial Institutions rated AA-.

Chart 1 - Short Term Deposit Portfolio



Source: S&P credit ratings from S&P Global rating report.

Investment decisions are based on a combination of factors, including the highest potential return, credit risk rating, projected future cash flow and sustainable investments. The investment in Bendigo bank (rated A-) reflects our commitment to the community banking concept, which yields a social dividend to the local Kingston community. All the Council's investments with Bendigo bank are in Green Tailored Deposits. These deposits carry the same credit risk as regular Term Deposits. Green Tailored Deposits have been certified to meet the Climate Bonds Standard; an internationally recognized scheme aimed at prioritising investments that effectively contribute to addressing climate change.

Maturity Profile

Council has deposited funds in term deposits with fixed maturities ranging from 1 to 12 month.

In accordance with Australian Accounting Standards, only term deposits with a maturity greater than 90 days (three months) are classified as investments, while term deposits with a maturity of 90 days or less are classified as cash and cash equivalents.

3. PERFORMANCE OVERVIEW

As at 30th September 2026 Council had a total of $87.6 million held in Cash and Investments. These funds were held in the following categories:

Type of Investment	September'26 ('000)	June'26 ('000)
Cash on hand	**$10**	**$10**
Cash at bank	**$41,492**	**$32,857**
Term Deposits – short term	**$20,000**	**$15,000**
Term Deposits – long term (incl accrued interest)	**$26,100**	**$66,724**
Total	**$87,601**	**$114,591**
Term deposits TOTAL excl accrued interest	*$46,100 ($20,000 short term and $26,100 long term)*	*$81,100 ($15,000 short term and $66,100 long term)*

Average interest YTD: 4.71%
Interest income YTD: $0.9 million

For detailed cash flow breakdown, please refer to the year to date (YTD) Cash Flow Statement.

It needs to be noted that the cash position has been influenced by expenditure on the Mordi Aquatic Pool project. The project is budgeted to be funded through a $55.950 million loan, a $20 million Commonwealth grant, and Council reserves. Council has already drawn the loan of $17 million in 2024-25, $32 million in 2025-26 and is planning to draw remaining $7 million in 2026-27.

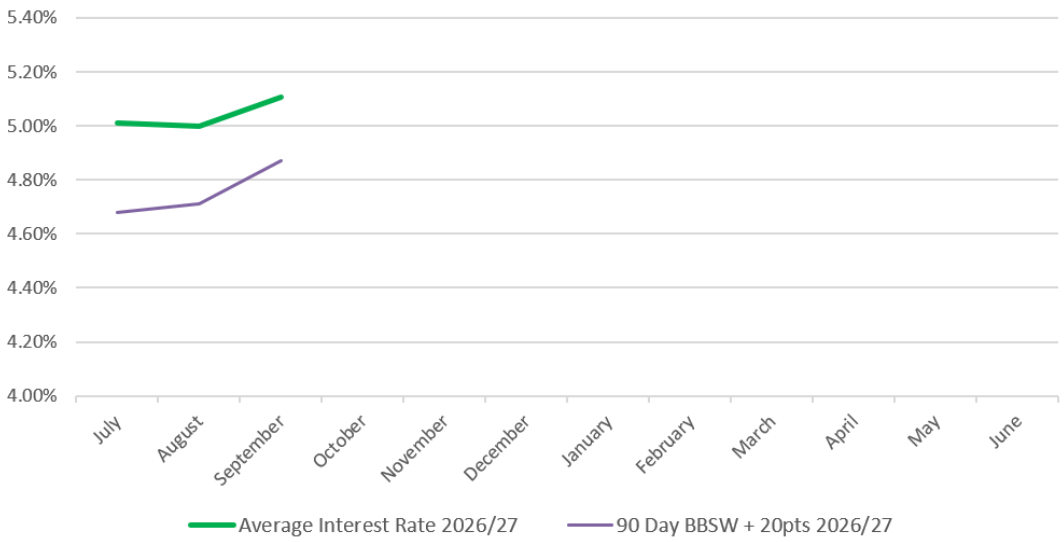
In accordance with Australian Accounting Standards, only term deposits with a maturity greater than 90 days (three months) are classified as investments, while term deposits with a maturity of 90 days or less are classified as cash and cash equivalents.

Of the total $46.1 million held by Council in term deposits, $26.1 million relates to term deposits with maturities exceeding three months and is therefore classified as investments. The remaining $20 million is invested in term deposits with maturities of between one and three months and is classified as cash and cash equivalents.

The use of short-term maturity deposits reflects Council's liquidity management strategy, ensuring sufficient funds are available to meet all reasonably anticipated cash flow requirements. Funds invested for shorter periods are planned to be utilised for operating purposes in the relevant months.

The average interest rate is benchmarked to the performance benchmark of the 90-day BBSW rate plus 20 basis points and represents the average rate achieved on long-term deposits placed during the relevant month. Please refer to Chart 2 below.

Chart 2 - Average Interest Rates



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4. CONCLUSION

This Investment Report underscores Council's commitment to preserving the Council's funds while maintaining liquidity and security through conservative and highly rated term deposits. The portfolio is structured to align with the Council's risk tolerance and short-term financial obligation in accordance with Council's adopted Investment Policy.

Income Statement Category Line Item Glossary

Income	Description	Example
Rates and charges	These are the taxes levied on ratepayers within the council. Rates are most commonly based on the valuation of the property subject to charge. A number of methods are employed for calculating rates payable by property holders; however, all are linked to either the valuation of the property or its capacity to generate income (such as rental). In addition to rates other specific charges may also be levied as part of the rating process. For example, many councils will include a charge for waste collection as part of the overall rates and charges. Typically, these charges are based on the cost of providing the service and will be levied without regard to the specific property valuation.	• Rates • Garbage (Residential & Commercial) • Green waste recycling charge
Statutory fees and fines	A key function of a council is the administration of a range of regulatory functions. These can vary from administering the town planning process through to parking enforcement. Under this regulatory function there will be a range of fees and fines that will be levied by the council. These can be distinguished from user fees and charges (defined below) in that the amount of the fee or fine is (often) set externally (by statute or regulation) and the payment is compulsory.	• Statutory Fines • Statutory Fees • Court Recoveries
User fees	All councils generate a level of income through the charging of fees for goods and services. The fees can vary from admission to an aquatic facility through to the payment of a hall hire fee. The one characteristic that all user fees and charges have is that they are entered into at the election of the user rather than as a result of any legislative or regulatory compulsion.	• User Charges • Hall and equipment hire • Event revenue
Grants - operating	All councils rely, to a certain extent, on the provision of operating grants to fund the delivery of services. Operating grants typically fall into one of two categories:	• Grants - Operating recurrent Commonwealth • Grants - Operating recurrent State • Grants - Operating non-recurrent State • Grants - Operating non-recurrent Commonwealth
Grants - capital	External funding from the other levels of governments to assist in the acquisition, development, and renewal of community assets. These grants are mainly non-recurring in nature essentially for the purposes of funding the purchase of a large asset or capital works project and are usually expended by councils to construct new or upgrade existing assets. The grants are in addition to the funds allocated by council to the capital works project.	• Grants - Capital recurrent Commonwealth • Grants - Capital recurrent State • Grants - Capital non-recurrent Commonwealth • Grants - Capital non-recurrent State
Contributions - monetary	Councils receive Monetary contributions, typically from developers, in relation to the development or redevelopment activities occurring within the municipality. Monetary contributions are received to assist the councils deliver additional infrastructure that is required to service new developments.	• Contributions - cash
Contributions - non-monetary	Councils receive Non-monetary contributions, typically from developers, in relation to the development or redevelopment activities occurring within the municipality. Non-monetary contributions are received in the form of gifted assets, such as roads, footpaths, drainage and other community facilities, which are brought to account by the council at their fair value.	• Contributions - Non cash
Net gain on asset revaluation	Net gain on asset revaluation recognised in profit and loss to reverse prior year losses, in line with AASB 116	• Off-street car parks revaluation
Other income	Other income is measured at the fair value of the consideration received or receivable and is recognised when Council gains control over the right to receive the income.	• Interest • Cost recoveries

Expenses	Description	Example
Employee costs	These represent the total cost of staff employed in the delivery of council services. These costs are also likely to include temporary or casual staff employed to assist in the delivery of services. In general, they will not include the costs of engaging contractors providing services to the council on an outsourced basis.	• Wages • Superannuation • Employee leave entitlements • Fringe Benefits Tax • Other on costs
Materials and services	These are the costs incurred in the purchase of material or other services necessary to deliver council services. The actual costs can be extremely varied; accordingly, councils will often include a note providing a breakdown of the types of costs that make up this category.	• Contractor payments • Maintenance costs • Utilities • ICT costs • Consultants and professional services
Depreciation	The consumption of property, infrastructure, plant and equipment is measured through depreciation for physical assets and amortisation for non-physical assets. This is recognised as a cost to council and is measured as an estimate of the reduction of the future value of the assets over the period. While this is a significant cost, it does not represent a cash outflow to the council.	• Depreciation building • Depreciation Plant & Machinery • Depreciation Furniture, Equipment & Computers • Depreciation roads, Footpaths, Bridges
Amortisation - intangible assets	An intangible asset is an asset that is not physical in nature. Amortization of intangibles is the process of expensing the cost of an intangible asset over the projected life of the asset accounting purposes.	• Software
Amortisation - right of use assets	The right-of-use asset is a lessee's right to use an asset over the life of a lease. The amortization period for the right-of-use asset is from the lease commencement date to the earlier of the end of the lease term or the end of the useful life of the asset.	• Right of use vehicles, waste trucks, equipment
Bad and doubtful debts	These are the costs associated with the provision for or writing off of bad or doubtful debts. Councils often have a high level of write off in relations to fines due to the inherently difficult nature of collection. Other receivables such as those related to rates have a very low level of write off due to councils having the ability to recover any outstanding amounts at the time of sale of the subject property or otherwise through legal action.	• Fines • Rates • Facility hire fees
		• Interest on loans

Expenses	Description	Example
Borrowing costs	These are the costs associated with borrowings held by council, typically interest. In certain, qualifying, cases rather than recognised as a cost, borrowing costs can be incorporated into the cost of an asset purchased or constructed by council.	
Finance costs - leases	These are borrowing costs related to leases. As a requirement of the change in accounting standards it's disclosed separately. (Previously was part of Borrowing costs)	• Leases related Interest & Bank charges
Net loss on disposal of property, infrastructure, plant and equipment	Council will recognise a loss in disposal of a plant asset when the proceeds on disposal is less than the book value.	• Proceeds from sale • Written down value of assets disposed
Other expenses	Other expenses is measured at the fair value of the consideration paid or payable.	• Councillor Allowances • Other Expenses
Surplus/(deficit) for the year		
less: Capital income and other abnormals	Any External capital funding from the other levels of governments, Monetary and Non-Monetary capital contributions typically from developers that is of non-recurrent nature is removed	• Capital Contributions (cash & non cash) • Capital Grants (recurrent and non-recurrent) • Developer Contributions (cash & non cash)
add back: Recurrent capital grants	Any External capital grant funding from the other levels of governments that is of recurrent nature is added back	• Capital Grants of recurrent nature (Roads to recovery)
Adjusted underlying result		

Balance Sheet Category Line Item Glossary

Current Assets	Description	Example
Cash and cash equivalents	The most liquid of all assets cash is listed here. Cash Equivalents are also lumped under this line item and includes assets that have short-term maturities.	• Cash on hand • Cash at bank • Term deposits
Trade & Other Receivables (Current)	This account includes the balance of all sales revenue still on credit, net of any allowances for doubtful accounts (which generates a bad debt expense). As the councils recover accounts receivables, this account decreases and cash increases by the same amount.	• Rate Debtors • Infringement Debtors • Other Debtors
Accrued Income	Accrued Income Reported on the Balance Sheet is the amount of accrued income that he council has a right to receive as of the date of the balance sheet will be reported. Also known as accrued receivables.	
Prepayments	Prepayments represents goods or services paid for upfront where the council expects to use the benefit within 12 months. It is a future expense that the council has paid for in advance.	• Software paid for a full year

Non-Current Assets	Description	Example
Intangible Assets	Intangible assets are identifiable, non-monetary assets without physical substance. (Intangible assets lack a physical substance like other assets such as inventory and equipment) Like all assets, intangible assets are expected to generate economic returns for the company in the future. As a Non current asset, this expectation extends for more than 12 months.	• Intangibles At Cost • Intangibles accumulated depreciation at cost • Intangibles incl software WIP
Trade and other receivables (Non-current)	This account includes the balance of all sales revenue still on credit, that is not due within the next twelve months	• Non Current Debtors
Property, infrastructure, plant and equipment	Property, Plant, and Equipment (PP&E) is a non-current, tangible capital asset shown on the balance sheet of the council and is used to generate revenues and profits. PP&E plays a key part in the financial planning and analysis of the councils operations and future expenditures, especially with regards to capital expenditures.	• Land • Buildings • Recreational, Leisure & Community Facilities • Plant & Machinery • Furniture, Equiipment & Computers

Current liabilities	Description	Example
Trade and other payables	This is the amount the council owes suppliers for items or services purchased on credit expected to be settled in 12 months. As the council pays off their AP, it decreases along with an equal amount decrease to the cash account.	• Trade payables • Accrued expenses • Income in advance (current)
Trust funds and deposits	Trust funds and deposits, are to be disclosed separately on the balance sheet. Trust funds and deposits are amounts received by a council with the expectation that they will be returned to the contributor once certain conditions are met.	• Asset Protection Security Deposit
Provisions (Current)	Councils are required to recognise, as a liability, the value of leave entitlements (annual and long service) accrued (earned but not yet taken) by existing employees expected to be settled with in 12 months.	• Annual leave (current) • Long service leave (current)
Interest-bearing loans and borrowings (Current)	This account includes the total amount of loans and borrowings expected to be settled with in 12 months. This includes the councils outstanding debt, the interest expense, and the principal repayment for the period.	• Borrowings - secured (current)

Non-Current liabilities	Description	Example
Provisions (Non-current)	Councils are required to recognise, as a liability, the value of leave entitlements (annual and long service) accrued (earned but not yet taken) by existing employees expected to be settled after 12 months.	• Annual leave (current) • Long service leave (current)
Interest-bearing loans and borrowings (Non-current)	This account includes the total amount of loans and borrowings expected to be settled after 12 months. This includes the councils outstanding debt, the interest expense, and the principal repayment for the period.	
Trade and other payables (Non-current)	Councils are required to recognise, as a liability, the value of leave entitlements (annual and long service) accrued (earned but not yet taken) by existing employees expected to be settled after 12 months.	• Other non-current creditors

Equity	Description	Example
Accumulated Surplus	An accumulated fund holds excess money received by the council . The accumulated fund grows when revenues are greater than expenses and there is a budgetary surplus.	• Developer Reserve Movements • Asset Adjustments
Reserves	Reserves is also known as retained earnings is the portions of the councils profits which have been set aside to strengthen the councils financial position.	• Asset Revaluation Reserves • Public Open Space Reserves • Foreshore reserve • Green wedge reserve • Capex Fund reserve • Other Reserves

12. Notices of Motion

Ordinary Council Meeting

23 November 2026

Agenda Item No: 12.1

NOTICE OF MOTION NO. 20/2026 - CR OXLEY - BICENTENNIAL PARK MASTERPLAN AND SURROUNDING PRECINCT REVIEW

That Council:

1. Recognise the significant recreational, sporting, environmental and community value of Bicentennial Park and its surrounding reserves to the Chelsea and broader Kingston community;
2. Acknowledge that Bicentennial Park, as one of Kingston's largest municipal managed reserves, does not have a Masterplan; and
3. Receive a report regarding the development of a Masterplan for Bicentennial associated planning documents, with this report to include a proposed approach to community consultation and engagement with local residents, sporting clubs, community groups and other impacted stakeholders, and to consider:
   a) A broader, integrated precinct approach that includes:
      i) Bicentennial Park;
      ii) Beazley Reserve; and
      iii) Chelsea Recreation Reserve;
   b) The current and future needs of the entire precinct, including recreational facilities, sporting infrastructure, community infrastructure, open space, accessibility and connectivity between the respective reserves;
   c) Relevant findings, identified needs and opportunities arising from Council's Community Infrastructure Framework 2026–2036, Open Space Strategy 2023–2033, Play Your Way Strategy and other applicable strategies and plans;
   d) Existing and emerging infrastructure requirements of sporting clubs, community organisations and other users of the precinct;
   e) Opportunities to improve the coordinated planning, utilisation and development of the precinct;
   f) Existing masterplan priorities, outstanding actions and opportunities for future improvements; and
   g) Potential funding opportunities, strategic priorities and indicative resource implications.

Cr Georgina Oxley

Guidance Note

Notice of Motion No. 20/2026 – Cr Oxley

Bicentennial Park Masterplan and Surrounding Precinct Review

Officer Advice

Bicentennial Park is one of Kingston's key regional open spaces, supporting a broad range of recreational activities, sporting facilities, community events and informal community use. The surrounding Beazley Reserve and Chelsea Recreation Reserve provide additional sporting and recreational infrastructure, creating opportunities for coordinated precinct planning.

Council has undertaken significant investment across the precinct over time, including the redevelopment of the Bicentennial Park skate and youth precinct, improvements to playgrounds and active recreation facilities, sporting infrastructure upgrades, and drainage and landscape improvements.

A number of strategic planning and community engagement processes have also informed improvements across these reserves, including historical master planning for Chelsea Recreation Reserve and consultation associated with individual infrastructure projects. Council's *Open Space Strategy 2023–2033* specifically identifies the preparation of a Reserve Improvement Plan for Bicentennial Park as a planning priority, together with opportunities to increase tree canopy and investigate recycled water infrastructure. Council's *Play Your Way Strategy* also recognises Bicentennial Park as a significant regional playspace and supports the continued provision of high-quality play and active recreation opportunities.

A review can provide an opportunity to build upon these existing strategic directions and consider the broader precinct, including Beazley Reserve and Chelsea Recreation Reserve, in a coordinated manner. This could enable consideration of existing infrastructure, sporting and community facility needs, recreational opportunities, accessibility and connectivity, environmental improvements, and opportunities to improve the utilisation of facilities across the precinct.

Site-specific requirements would be considered, including with Bicentennial Park's former landfill use, existing drainage infrastructure and other relevant environmental and construction considerations.

Officers acknowledge the importance of meaningful engagement with local residents, sporting clubs, community organisations and existing users of the precinct. Previous consultation undertaken across individual projects, together with current strategic engagement processes, would provide a foundation for developing an integrated community engagement approach.

A report can be prepared for Council responding to the Notion of Motion and outlining an approach to precinct planning, including:

- A review of existing masterplans, strategic priorities, previous engagement and outstanding infrastructure requirements,
- The proposed geographic and functional scope of the precinct planning process,
- A coordinated approach to engagement with residents, sporting clubs, community organisations and other stakeholders; and
- Consideration of technical requirements, infrastructure dependencies and opportunities for staged improvements.

Author/s:	Luke Dexter, A/ Manager Open Space
Reviewed and Approved By:	Samantha Krull, General Manager Infrastructure and Open Space
	Peter Bean, Chief Executive Officer

Ordinary Council Meeting

23 November 2026

Agenda Item No: 12.2

NOTICE OF MOTION NO. 21/2026 - CR OXLEY - COUNCIL POLICY AND STRATEGY FORWARD WORK PROGRAM

That Council:

1. Recognise the importance of a coordinated, transparent and strategic approach to the development, review and adoption of Council policies and strategies; and
2. Receive a report considering the establishment of a Council Policy and Strategy Forward Work Program, with this report to:
    a) Provide Councillors with improved visibility and oversight of Council policies and strategies scheduled for review, development or consideration;
    b) Outline how Council policies and strategies interrelate;
    c) Include a framework which:
        i) Identifies existing Council policies and strategies, including their adopted review dates and any outstanding reviews;
        ii) Identifies new policies and strategies proposed or planned for development;
        iii) Provides indicative timeframes for the review, development and presentation of policies and strategies to Council;
        iv) Identifies relevant legislative requirements, strategic priorities, dependencies between policies and strategies, and opportunities to address inconsistencies, duplication or gaps through consolidation or alignment;
        v) Identifies anticipated community consultation requirements; and
        vi) Considers the resourcing implications and capacity of Council to deliver the proposed work program;
    d) Consider opportunities for the proposed work program to be reviewed and updated annually where required, including whether it should be made publicly available to improve transparency and community awareness of Council's strategic priorities; and
    e) Outline recommended next steps for Council's consideration, including options for implementation and ongoing reporting.

Cr Georgina Oxley

Guidance Note
Notice of Motion No. 21/2026 – Cr Oxley
Council Policy and Strategy Forward Work Program

Officer Advice
Officers support the request for a report on the above matters.

As proposed, the report will investigate the potential benefits of establishing a Council Adopted Policy and Strategy Forward Work Program Framework, or similar, for presentation at a future Council briefing.

A potential framework will establish a consistent approach to giving Councillors greater visibility and oversight of Council adopted policies and strategies, including their planned review and development across multiple years.

A framework would set out how the following will be reported to Council annually:

- A consolidated view of Council adopted policies and strategies, including relevant review dates;
- An annual planning and review process to identify the Council adopted policies and strategies proposed for inclusion in the Council and Wellbeing Plan Annual Action Plan for the coming financial year;
- As part of this process, the sequencing needed to deliver the proposed annual program will be advised by the framework.

When individual Council adopted policies and strategies are presented to Council for consideration, the accompanying report will address, where applicable:

- relevant legislative requirements and strategic priorities; and
- community consultation and engagement requirements for the policy or strategy.

This approach will allow these matters to be considered in the context of each policy or strategy. The annual forward work program will give Council a broader view of workload, sequencing, organisational capacity and strategic alignment.

The framework presented at the future Council briefing will recommend governance and reporting arrangements for the forward work program. These will cover Council's annual review of the program, reporting mechanisms and intended audiences.

The proposed report will also recommend the implementation steps and associated timeline.

Author/s:	Chris Heath, Manager Customer Experience and Corporate Performance
Reviewed and Approved By:	Matt Wilson, General Manager Customer and Corporate Support
	Peter Bean, Chief Executive Officer

Ordinary Council Meeting

23 November 2026

Agenda Item No: 12.3

NOTICE OF MOTION NO. 22/2026 - CR OXLEY - HEIGHTS PARK PUBLIC TOILET PROVISION AND COMMUNITY FEEDBACK

That Council:

1. Acknowledge the recent investment in and improvements to Heights Park, Chelsea Heights, and the feedback received from the local community regarding opportunities for further improvements to the precinct;
2. Note that Council officers are proactively undertaking further work in response to community feedback, including consideration of:
    a) Temporary shade solutions while newly planted trees establish and provide greater natural shade;
    b) Additional fencing to improve safety and amenity; and
    c) Improved access to drinking water facilities; and
3. Receive a report reviewing the need for, and feasibility of, providing public toilet facilities at Heights Park outlining potential options and recommended next steps, including any practical alternatives or opportunities to overcome the identified site constraints, having regard to:
    a) Council's Play Your Way Strategy, Public Toilet Strategy 2026–2036, Open Space Strategy and any other relevant Council strategies or policies, including the provision of amenities appropriate to the existing or proposed classification of Heights Park;
    b) The classification, role and anticipated level of use of Heights Park, including whether existing or future usage supports the provision of public toilets;
    c) Community feedback received regarding the need for public toilet facilities, particularly from families and users of the upgraded playground;
    d) The existing availability and accessibility of nearby public toilet facilities; and
    e) Land ownership, site constraints, applicable restrictions, required approvals and any other limitations that may impact the delivery of public toilets at this location.

Cr Georgina Oxley

Guidance Note

Notice of Motion No. 22/2026 – Cr Oxley

Heights Park Public Toilet Provision and Community Feedback

Officer Advice

Recent community feedback has been received on Heights Park, Chelsea Heights following the playspace investment regarding opportunities to further improve the amenity and functionality of the reserve.

The redevelopment of Heights Park is being delivered in stages, with Stage 2 works still to be undertaken. This provides an opportunity to consider additional infrastructure and amenities in the context of the broader development of the reserve and its future role within Council's open space network.

In response to community feedback, officers have commenced progressing a number of improvements, including:

- Shade: Investigating opportunities for additional shade provision while newly planted trees establish, including potential temporary shade structures.
- Fencing: Progressing extensions to existing fencing to improve safety and amenity for playground users.
- Drinking water: Investigating the installation of additional drinking water facilities, including connection and metering requirements with South East Water.

Officers also acknowledge the community interest in the provision of public toilet facilities at Heights Park. Any consideration of additional facilities will need to have regard to Council's *Play Your Way Strategy*, *Public Toilet Strategy 2026–2036*, *Open Space Strategy* and the existing and anticipated use of the reserve, including the availability of nearby public amenities.

The delivery of public toilet facilities at Heights Park presents several site-specific considerations that will require further investigation. These include the reserve's land ownership arrangements with the Department of Education, the presence of significant native vegetation and conservation areas, and potential cultural heritage requirements, including the need to prepare a new Cultural Heritage Management Plan (CHMP).

Further considerations include identifying suitable locations that minimise impacts on existing vegetation and recreational uses, establishing feasible sewer, water and other service connections, and determining the relevant landowner consents, statutory approvals and construction requirements. These matters will influence the location, design, feasibility and potential cost of any future facilities.

Officers have commenced preliminary investigations into potential locations and servicing requirements. These investigations will be progressed alongside consideration of the remaining Stage 2 works to identify practical opportunities for the future provision of public amenities.

A report to Council would consider the strategic need for public toilet facilities, community feedback, potential locations and alternatives, site and servicing constraints, indicative capital and ongoing operational costs, and recommended next steps.

Author/s:	Luke Dexter, A/ Manager Open Space
Reviewed and Approved By:	Samantha Krull, General Manager Infrastructure and Open Space
	Peter Bean, Chief Executive Officer

14. Confidential Items

14 Confidential Items

RECOMMENDATION

That in accordance with Section 66(2)(a) of the *Local Government Act 2020* (the Act), Council close the meeting to members of the public to consider the following matters:

14.1 Property Matter

This report is designated as Confidential Information in accordance with Section 3(1)(a), (c) and (e) of the Act, because it contains:

(a) Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released;

(c) Land use planning information, being information that if prematurely released is likely to encourage speculation in land values; and

(e) Legal privileged information, being information to which legal professional privilege or client legal privilege applies.

The specified grounds apply because of commercial sensitivity.