

Ordinary Council Meeting 15 February 2021 Attachments

14.1 Planning Application 1024/19 - 543, 545, 547 & 555 Malvern Road, Toorak.....	2
14.1.1 1024/19 - 543, 545, 547 and 555 Malvern Road, Toorak.....	2
14.2 Council Financial Report Ending 31 Dec 2020.....	31
14.2.1 Council Financial Report for the period ending 31 December 2020.....	31
14.4 Bendigo Street, Prahran (between High Street and Murray Street) - Consultation Results of Traffic Management Proposal.....	56
14.4.1 Bendigo Street, Prahran - First Background Report.....	56
14.4.2 Bendigo Street, Prahran - Second Background Report.....	66
14.4.3 Bendigo Street, Prahran - Consultation Material.....	72
14.4.4 Bendigo Street, Prahran - Consultation Report.....	76
14.6 Councillor Code of Conduct.....	78
14.6.1 Councillor Code of Conduct.....	78
14.7 Community Sports Infrastructure Stimulus Program - Princes Gardens Sports Courts & Skate Park Redevelopment.....	102
14.7.1 Princes Gardens Staging Plan.....	102
14.7.2 Concept Plans and Aerial Map - Princes Gardens.....	103



The State of Victoria does not warrant the accuracy or completeness of information in this publication and any person using or relying upon such information does so on the basis that the State of Victoria shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information.

No Guarantee or warranty is given as to the accuracy or completeness of the details shown on this map. The City of Stonnington shall not be liable in any way for loss of any kind including, damages, costs, interest, loss of profits arising from error, inaccuracy, incompleteness of this information.

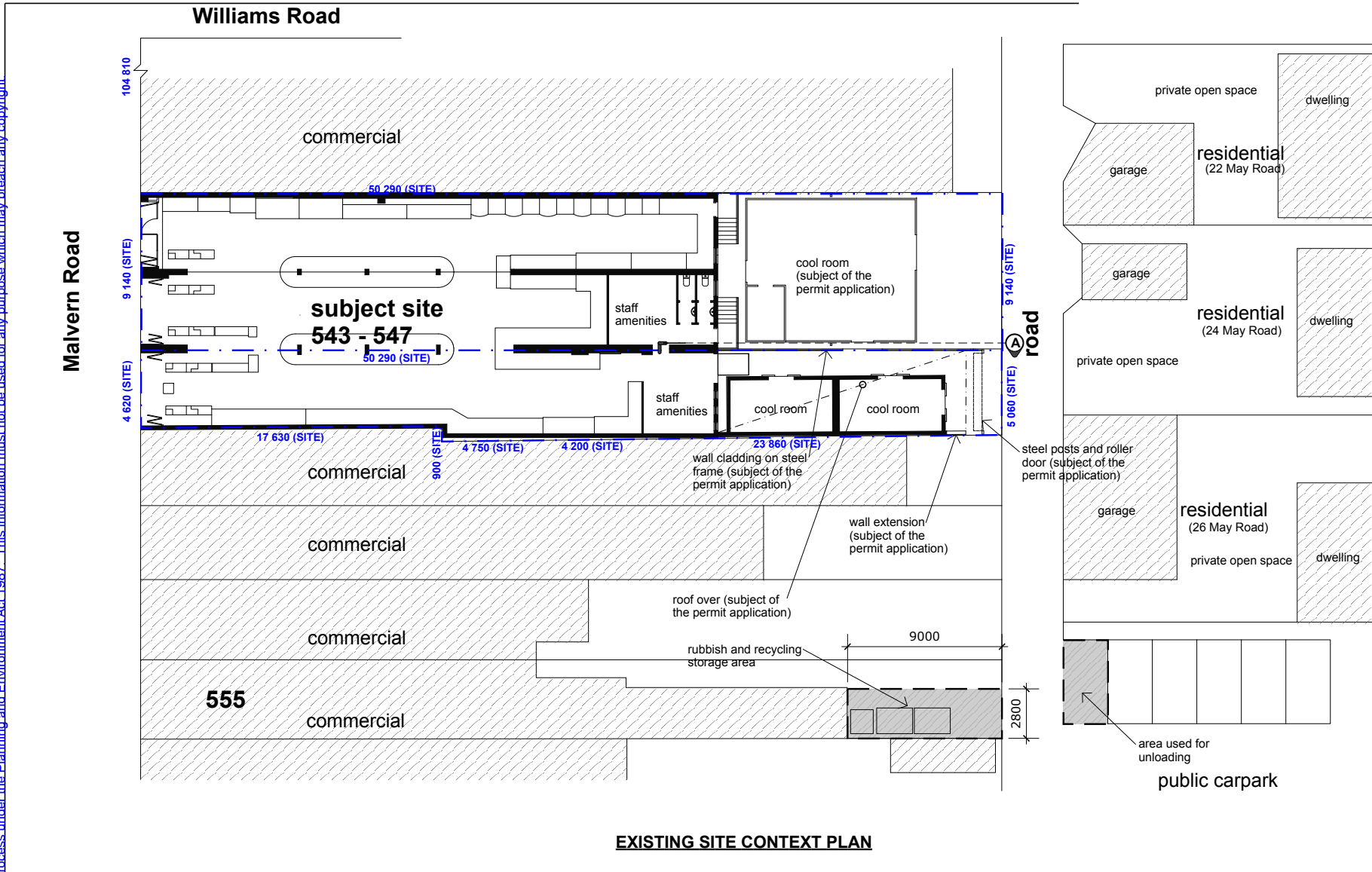


543, 545, 547 and 555 Malvern Road Toorak

● = Objector

Date printed: 12/01/2021
Scale: 1:1078

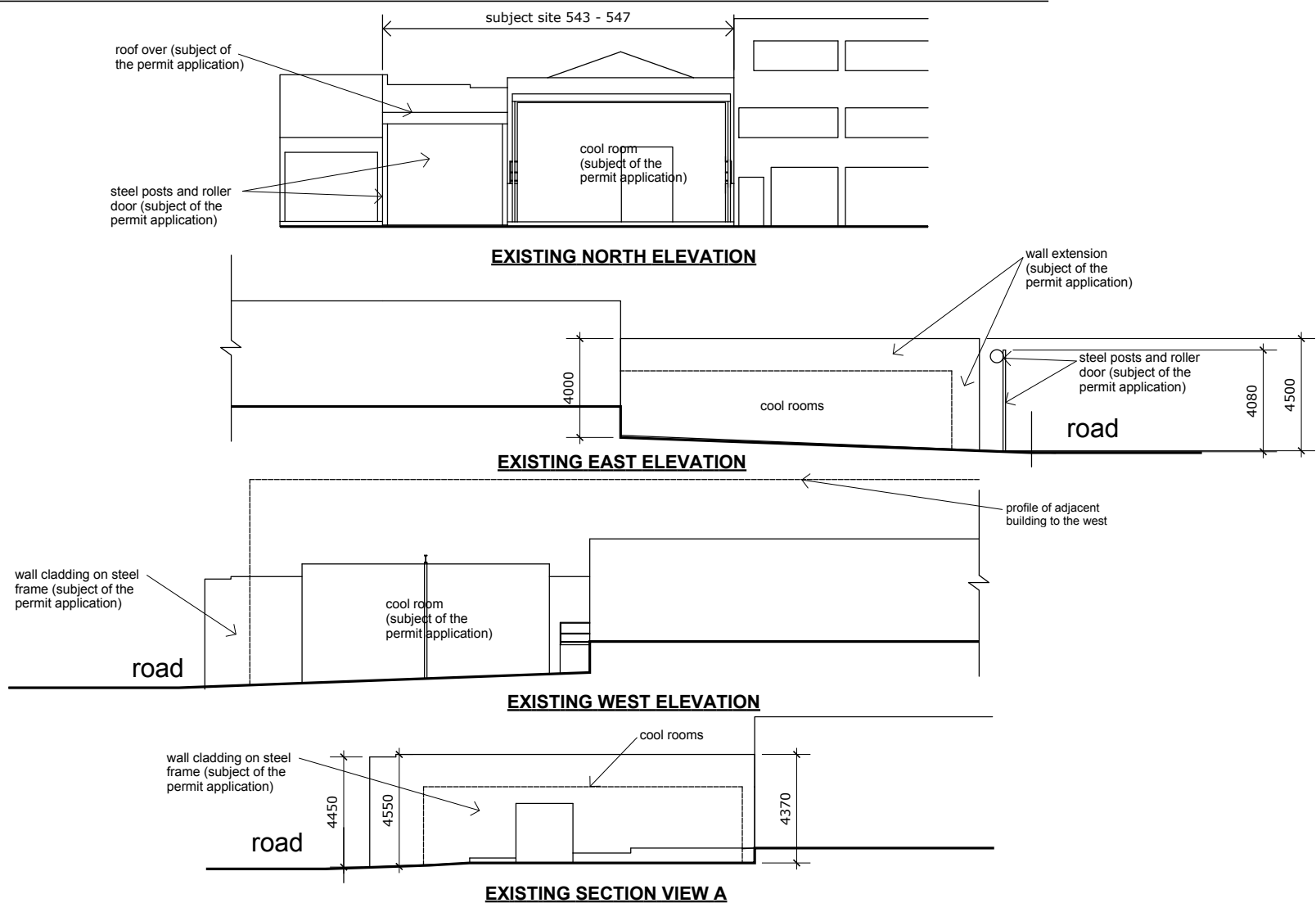
Received by City of Stonnington on 17/04/2020. Any document provided is made available for the sole purpose of enabling its consideration and review as part of a planning process, under the Planning and Environment Act 1987. This information must not be used for any purpose which may breach any copyright.



EXISTING SITE CONTEXT PLAN

	97 Johnston Street, Collingwood Vic Ph. 9419 5497 Email enquiries@mhadesign.com.au RBP No DP-AD 1289	PROPOSED ADDITIONS TO SHOP AT AT 543 TO 547 MALVERN ROAD TOORAK			Date	Job no.
					Scale	Drawing no.
				1:200	TP1c	

Received by City of Stonnington on 17/04/2020. Any document provided is made available for the sole purpose of enabling its consideration and review as part of a planning process, under the Planning and Environment Act 1987. This information must not be used for any purpose which may breach any copyright.

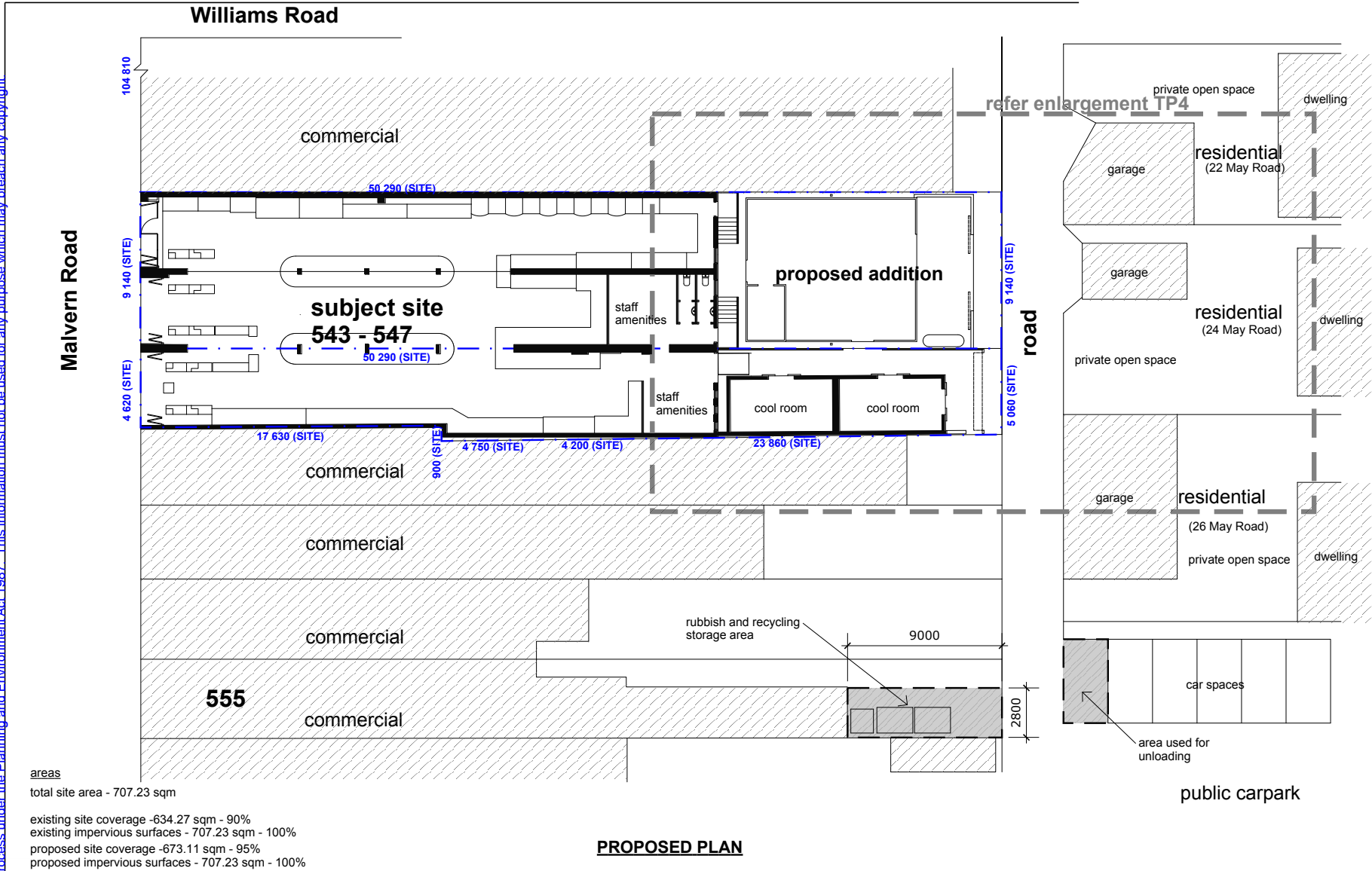


	97 Johnston Street, Collingwood Vic Ph. 9419 5497 Email enquiries@mhadesign.com.au RBP No DP-AD 1289

**PROPOSED ADDITIONS TO SHOP AT
AT 543 TO 547 MALVERN ROAD TOORAK**

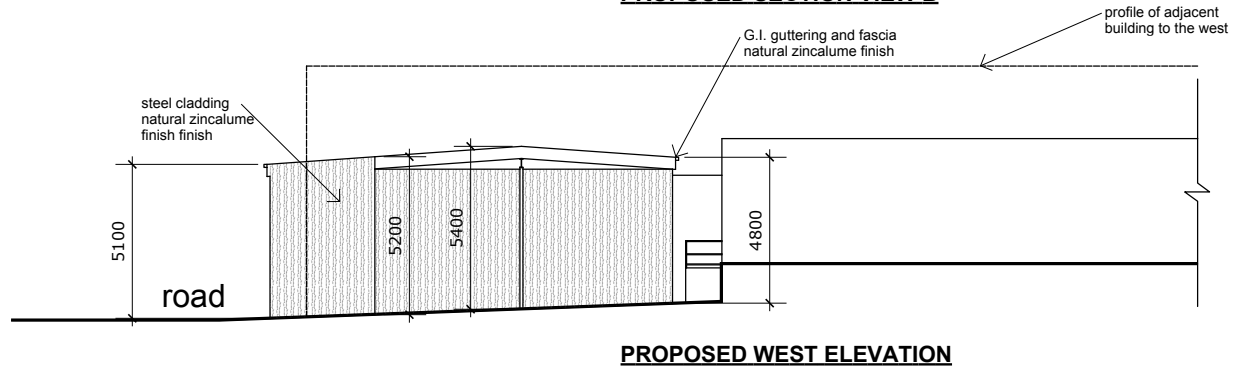
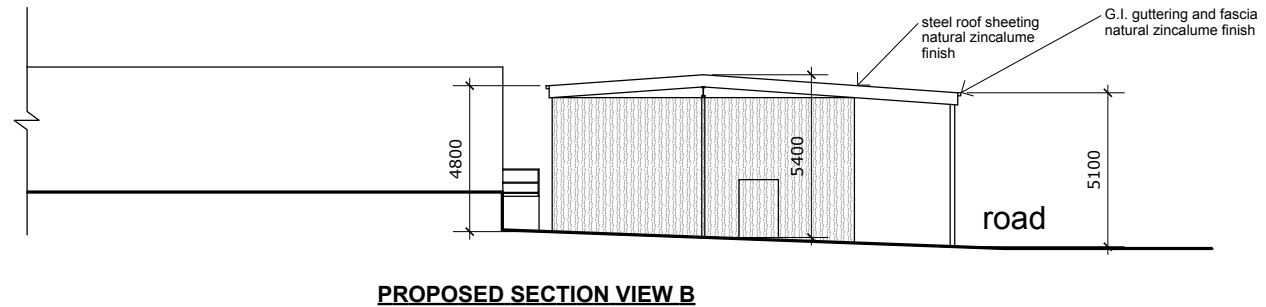
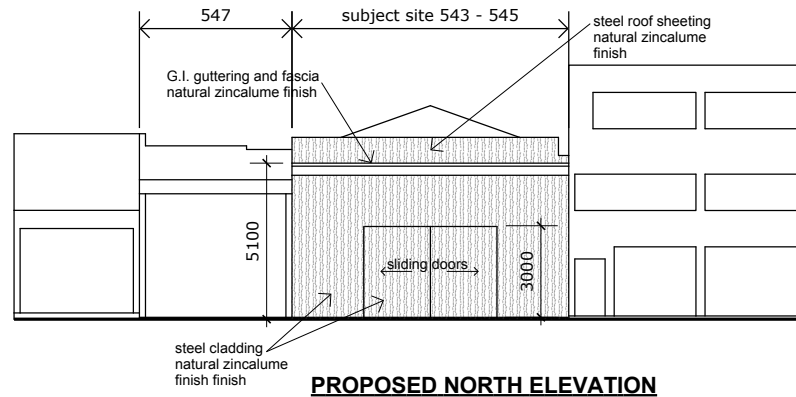
Date	Job no.
OCT 2019	39/72
Scale	Drawing no.
1:150	TP2c

Received by City of Stonnington on 17/04/2020. Any document provided is made available for the sole purpose of enabling its consideration and review as part of a planning process under the Planning and Environment Act 1987. This information must not be used for any purpose which may breach any copyright.



	97 Johnston Street, Collingwood Vic Ph. 9419 5497 Email enquiries@mhadesign.com.au RBP No DP-AD 1289	PROPOSED ADDITIONS TO SHOP AT AT 543 TO 547 MALVERN ROAD TOORAK			Date	Job no.
		Scale	1:200		OCT 2019	39/72
					Drawing no.	TP3c

Received by City of Stonnington on 17/04/2020. Any document provided is made available for the sole purpose of enabling its consideration and review as part of a planning process, under the Planning and Environment Act 1987. This information must not be used for any purpose which may breach any copyright.



MHA BUILDING DESIGN CONSULTANTS
 97 Johnston Street,
 Collingwood Vic Ph. 9419 5497
 Email enquiries@mhadesign.com.au
 RBP No DP-AD 1289

**PROPOSED ADDITIONS TO SHOP AT
 AT 543 TO 547 MALVERN ROAD TOORAK**

Date	Job no.
OCT 2019	39/72
Scale	Drawing no.
1150	TP5c



TOSCANO'S OF TOORAK, 543- 547 MALVERN ROAD, TOORAK

Acoustic Report for Retrospective Planning Permit Application

For

TOSCANO'S HAWKS BURN C/- SOPHIE JORDAN
CONSULTING

DOC. REF: V318-01-P ACOUSTIC REPORT (R0)
17 APRIL 2020

Enfield Acoustics Pty Ltd
ABN 15 628 634 391
Ph: +61 3 9111 0090
PO Box 920
North Melbourne, VIC 3051

Received by City of Stonnington on 17/04/2020. Any document provided is made available for the sole purpose of enabling its consideration and review as part of a planning process under the Planning and Environment Act 1987. This information must not be used for any purpose which may breach any copyright.



Project	Toscano's of Toorak, 543-547 Malvern Road, Toorak
Subject	Acoustic Report for Retrospective Planning Permit Application
Client	Toscano's Hawksburn c/- Sophie Jordan Consulting
Document Reference	V318-01-P Acoustic Report (r0).docx
Date of Issue	17 April 2020

Disclaimer:

The information contained in this document shall remain the property of Enfield Acoustics Pty Ltd and the Client. The information contained within this document shall not be distributed to third parties without the written consent of Enfield Acoustics Pty Ltd and the Client.

The information contained within this document should not be relied upon by any third parties or applied under any context other than that described within this document. Advice provided in this document is done so with respect to instructions, on the basis of information supplied to Enfield Acoustics Pty Ltd at the time of writing, and in accordance with any reasonable assumptions, estimations, modelling and engineering calculations that we have been required to undertake. Enfield Acoustics Pty Ltd do not represent, warrant or guarantee that the use of guidance in the report will lead to any certified outcome or result, including any data relied on by third parties.

Toscano's of Toorak, 543-547 Malvern Road,
Toorak

V318-01-P Acoustic Report (r0).docx

coustic Report for Retrospective Planning Permit
Applicatio

Page i of 10

Received by City of Stonnington on 17/04/2020. Any document provided is made available for the sole purpose of enabling its consideration and review as part of a planning process under the Planning and Environment Act 1987. This information must not be used for any purpose which may breach any copyright.



Table of Contents

- 1 Introduction & Proposal..... 3
- 2 Permits 3
- 3 Site Inspection 3
 - 3.1 Nearby Uses 4
 - 3.2 Background Noise and SEPP N-1 Noise Limits 4
 - 3.3 Cool Room Noise Levels..... 4
- 4 Assessment 6
- 5 Recommendations and Conclusion 7
- Appendix A: Site Photographs..... 8

Toscano's of Toorak, 543-547 Malvern Road,
Toorak

V318-01-P Acoustic Report (r0).docx

coustic Report for Retrospective Planning Permit
Applicatio

Page ii of 10



1 Introduction & Scope

Enfield Acoustics has been engaged by Toscano's Hawksburn c/- Sophie Jordan Consulting to assess the new cool room and refrigeration plant at the rear of the Toscano's Toorak (Store), on the Subject Land of 543-547 Malvern Road, Toorak..

The Store currently operates as a grocery store and the Application relates to the following works and additions, as shown on plans prepared by MHA Building Design Consultants, dated October 2019 (Plans):

- Self contained cool room at the rear of the Subject Land; and
- Minor cladding additions at the rear of the Subject Land.

In addition to the retrospective works noted above, Council has provided correspondence to the Applicant that noise complaints have been received from refrigeration plant on the Subject Premises. Specific identification of the complainant and source of noise has not been provided in the correspondence. There is a sensitive use land interface to the rear of the Subject Land with residential properties along May Road. It is reasonable to expect that any representative noise complaint needs to first consider these properties at the sensitive use interface.

The Store, being a commercial premise is required to comply with *State Environment Protection Policy (Control of Noise from Industry, Commerce and Trade) No. N-1 (SEPP N-1)*.

To this end, our assessment takes into consideration:

1. Works relating to the Application and approval sought; and
2. Investigation of existing noise emission compliance at the sensitive use interface, both from plant relating to the Application and cumulative noise impacts from existing plant on the Subject Land as well as other nearby commercial uses.

2 Permits

The Application seeks endorsement of the Plans (and retrospective works) in relation to Planning Permit no 1024/19.

3 Site Inspection

Enfield Acoustics visited the Store and the surrounding site on 9 April and 15 April 2020 to carry out attended noise measurements.

Toscano's of Toorak, 543-547 Malvern Road,
Toorak

V318-01-P Acoustic Report (r0).docx

Acoustic Report for Retrospective Planning Permit
Application

Page 3 of 10

Received by City of Stonnington on 17/04/2020. Any document provided is made available for the sole purpose of enabling its consideration and review as part of a planning process under the Planning and Environment Act 1987. This information must not be used for any purpose which may breach any copyright.



3.1 Nearby Uses

The following nearby uses were identified during our site inspection:

1. The Store is within Commercial 1 zoning. The nearest residential zone is situated across the laneway to the north of the Subject Land, being the sensitive use interface described above.
2. The nearest residential properties are 24 and 26 May Road located to the north of the Subject Land.
3. The Store is situated on Malvern Road, next to several other commercial uses with similar refrigeration and mechanical plant at the rear.

3.2 Background Noise and SEPP N-1 Noise Limits

Due to the operational nature of cool rooms, it is expected that they would operate 24-hours a day. Therefore, where mechanical plant noise can comply with SEPP N-1 'Night' noise limits (the most stringent period), it is intrinsic that they would also comply at all other times.

Attended background noise measurements were taken at a derived measurement location at the north residential interface of 26 May Road, in absence of any mechanical plant noise. The recorded background noise along with the associated SEPP N-1 noise limits are tabled below:

Time Period	Background Noise Level	SEPP N-1 Zoning Level	SEPP N-1 Noise Limit
Night, between 10pm to 11pm	36 dB(A)	43 dB(A)	43 dB(A)

The resulting SEPP N-1 noise limit was taken to be the Zoning Level as measured background noise levels were found to be 'neutral', as defined by SEPP N-1.

3.3 Cool Room Noise Levels

In addition to the Subject Premises cool rooms, our site inspection discovered other cool rooms from adjacent commercial premises that contribute to the overall noise emissions at the nearest sensitive use.

SEPP N-1 requires that where two or more premises contribute to the effective noise level in a noise sensitive area, each shall be controlled so that the contribution from each of the premises, when combined, will meet the noise limit at the noise sensitive area. The purpose of this clause under SEPP N-1 is to limit cumulative noise impacts from industry and commerce.

A map showing the locations of all cool rooms and measurement locations that form part of this assessment is shown below:

Toscano's of Toorak, 543-547 Malvern Road,
Toorak

V318-01-P Acoustic Report (r0).docx

coustic Report for Retrospective Planning Permit
Applicatio

Page 4 of 10

Received by City of Stonnington on 17/04/2020. Any document provided is made available for the sole purpose of enabling its consideration and review as part of a planning process under the Planning and Environment Act 1987. This information must not be used for any purpose which may breach any copyright.



The map indicates cool rooms and plant associated with the Subject Land and Application in red. Other plant from adjacent premises are indicated in yellow.

A façade correction of -2dB(A) was applied to all measured results as attended noise measurements were taken within 1-2m of a façade. The results of our measurements are summarised below:

Cool Room	Measurement Location	Noise Level, dB(A)	Exceedance, dB(A)
TCR 1 and OCR plant	24 May Road	43	-
TCR 1	26 May Road	39	-
TCR 2	24 May Road	Inaudible	-
TCR 2	26 May Road	Inaudible	-
OCR 1	26 May Road	47	4
OCR 2	26 May Road	47	4
OCR 3	26 May Road	44	1
OCR 4	26 May Road	46*	3

Toscano's of Toorak, 543-547 Malvern Road, Toorak

V318-01-P Acoustic Report (r0).docx

Acoustic Report for Retrospective Planning Permit Application

Page 5 of 10

Received by City of Stonnington on 17/04/2020. Any document provided is made available for the sole purpose of enabling its consideration and review as part of a planning process under the Planning and Environment Act 1987. This information must not be used for any purpose which may breach any copyright.



OCR 1 & OCR 2	26 May Road	49	6
OCR 1, OCR 2, OCR 3 & OCR 4	26 May Road	52	9
Notes:	*This figure is an estimate. Exact measurements were not possible due to other cool room noise being present during the measurement.		

Refer to Appendix A for site photographs of the cool rooms.

4 Assessment

It is noted that the audible sources of different plant identified varies depending on whether the assessment observation is at the rear of 24 or 26 May Road. Plant relating to the Application is audible at the rear of 24 May Road but is not audible or contributing to the cumulative noise impacts at 26 May Road. Conversely, off-site plant is impacting the rear of 26 May Road but does not appear to be impacting the rear of 24 May Road.

From our observations and measurements, TCR plant which relates to the Application complies with SEPP N-1 at the rear of both 24 and 26 May Road. To this end, no further attenuation works are deemed necessary to plant on the Subject Land and we are therefore satisfied that the Plans can be endorsed by Council.

With regard to the compliance investigation requested by Council, other cool rooms which are adjacent the Subject Land are exceeding the SEPP N-1 noise limits by up to 9dB(A) at the rear of 26 May Road.

Generally, compliance at 26 May Road would require a reduction of noise levels for each of the 'Other Cool Rooms' of between 4-9dB(A), or reducing their individual noise emissions to approximately <40dB(A) at the rear of 26 May Road. This would ensure that the cumulative noise impacts comply with the SEPP N-1 noise limit at night.

While it is beyond the scope of this report to investigate and provide specific noise attenuation advice for plant which does not relate to the Subject Land or Application, we note that the required reductions are likely to be achieved with the installation of acoustic shrouds or noise barriers around the refrigeration compressors and condensers we observed attached to each of the off-site cool rooms.

Please refer to Appendix A for photographs taken during our site assessments which includes off-site cool rooms unrelated to the Application.

Toscano's of Toorak, 543-547 Malvern Road,
Toorak

V318-01-P Acoustic Report (r0).docx

coustic Report for Retrospective Planning Permit
Applicatio

Page 6 of 10



5 Recommendations and Conclusion

Enfield Acoustics is satisfied that the proposed Application amendment can be endorsed. While there does appear to be a valid noise complaint at the rear of 26 May Road, the impacts do not appear to relate to refrigeration plant on the land of 543-547 Malvern Road, Toorak.

With regard to noise impacts from off-site plant, it is likely to require the co-ordination of several commercial premises owners and tenants between 551 and 557 Malvern Road to attenuate noise emissions so that cumulative noise impacts are reasonable. Notwithstanding this, our observations are that because each commercial premises appears to have similar plant, the attenuation packages for each can be generalised, likely in the form of a dedicated acoustic shroud or noise barrier to shield compressor / condenser noise.

Toscano's of Toorak, 543-547 Malvern Road,
Toorak

V318-01-P Acoustic Report (r0).docx

Acoustic Report for Retrospective Planning Permit
Application

Page 7 of 10

Received by City of Stonnington on 17/04/2020. Any document provided is made available for the sole purpose of enabling its consideration and review as part of a planning process under the Planning and Environment Act 1987. This information must not be used for any purpose which may breach any copyright.



Appendix A: Site Photographs

Toscano's of Toorak, 543-547 Malvern Road,
Toorak

V318-01-P Acoustic Report (r0).docx

Acoustic Report for Retrospective Planning Permit
Application

Page 8 of 10

Received by City of Stonnington on 17/04/2020. Any document provided is made available for the sole purpose of enabling its consideration and review as part of a planning process under the Planning and Environment Act 1987. This information must not be used for any purpose which may breach any copyright.

TCR 1 (Mechanical plant located above store)



TCR 2 (Mechanical plant located inside shed)



Received by City of Stonnington on 17/04/2020. Any document provided is made available for the sole purpose of enabling its consideration and review as part of a planning process under the Planning and Environment Act 1987. This information must not be used for any purpose which may breach any copyright.

OCR 1



OCR 2



Received by City of Stonnington on 17/04/2020. Any document provided is made available for the sole purpose of enabling its consideration and review as part of a planning process under the Planning and Environment Act 1987. This information must not be used for any purpose which may breach any copyright.

OCR 3 (Mechanical plant located inside shed)



OCR 4



Received by City of Stonnington on 17/04/2020. Any document provided is made available for the sole purpose of enabling its consideration and review as part of a planning process under the Planning and Environment Act 1987. This information must not be used for any purpose which may breach any copyright.



Leigh Design

waste management plans for all urban developments

Leigh Design Pty Ltd
ABN 37 139 522 437
PO Box 115
Carnegie VIC 3163

P +61 3 8516 5399
E info@leighdesign.com.au
I www.leighdesign.com.au

Waste Management Plan



Approved Development:

543-547 Malvern Road, Hawksburn, Victoria

Prepared for:

Toscano's Hawksburn

Document Control

Report Date: 13 March 2020 (supersedes report dated 28-02-20)

Prepared By: Andrew McIntosh, Associate

Leigh Design retains copyright and intellectual property rights on this document. Except for planning purposes associated with the above-referenced site, it may not be copied or used in whole or part by any person or entity for this or any other site without prior written consent from Leigh Design.

Received by City of Stonnington on 17/04/2020. Any document provided is made available for the sole purpose of enabling its consideration and review as part of a planning process under the Planning and Environment Act 1987. This information must not be used for any purpose which may breach any copyright.

<u>TABLE OF CONTENTS</u>	
SECTION	PAGE No.
Waste Management Summary.....	2
Glossary.....	2
1 Space and System for Waste Management.....	3
2 Access for Users, Collectors and Collection Vehicles.....	6
3 Amenity, Local Environment and Facility Design	7
4 Management and Sustainability.....	8
5 Supplementary Information.....	10
6 Contact Information	11
7 Limitations	11

WASTE MANAGEMENT SUMMARY

- The Operator, as defined below, shall be responsible for managing the waste system, and for developing and implementing adequate safe operating procedures.
- Waste shall be stored within the development (hidden from external view).
- Users shall sort their waste, and dispose garbage and recyclables into dedicated collection bins.
- Waste shall be collected on the rear laneway.
- A private contractor shall provide waste collection services.

GLOSSARY

Operator: refers to the Owners Corporation/Business Management, who shall manage site operations (via cleaners, staff and contractors, if required).

User: refers to site staff, who shall utilise the waste system.

Received by City of Stonnington on 17/04/2020. Any document provided is made available for the sole purpose of enabling its consideration and review as part of a planning process under the Planning and Environment Act 1987. This information must not be used for any purpose which may breach any copyright.

1 SPACE AND SYSTEM FOR WASTE MANAGEMENT

1.1 Development Description and Use

This development consists of an existing retail tenancy -greengrocers (floor-areas are stated in Table 1, below).

1.2 Estimated Garbage and Recycling Generation

The following table summarises the waste estimate (m³/week):

Table 1: Waste Estimate

Waste Source	Base Qty (est.)	Garbage	Commingled Recycling
Retail (greengrocer)	area (m ²) = 700	11.76	2.39
TOTAL (m³/wk)		11.76	2.39

Note: Waste figures are based on adjusted Sustainability Victoria Guidelines.

1.3 Collection Services

Owing to the high waste volume, a private contractor shall be required to collect waste. The Operator shall choose a waste collection provider, negotiate a service agreement and pay for these services.

1.4 Location, Equipment and System Used for Managing Waste

The waste management system is summarised as follows:

- Internal receptacles in rooms/work/amenity areas.
- Bin Area located at Ground Level (at 555 Malvern Road – owned by Toscano’s).
- Collection bins (kept within the Bin Area - refer to Table 2).

The various collection waste-streams are summarised as follows:

Garbage: General waste shall be placed in tied plastic bags and stored within bins.

Recycling: Recyclables shall be sorted onsite into the following collection bins/containers: 1) Bin for cardboard; and 2) Steel frame for flattened waxed cardboard boxes.

Green Waste: Based on no landscaping, there is no garden waste generation.

Food Waste: Previous experience at the site has shown that the separation of food waste for recycling is impracticable.

Other Waste Streams: The disposal of hard/electronic/liquid and other wastes (polystyrene, batteries, paint, chemicals and detox items, etc) shall be organised with the assistance of the Operator.

Received by City of Stonnington on 17/04/2020. Any document provided is made available for the sole purpose of enabling its consideration and review as part of a planning process under the Planning and Environment Act 1987. This information must not be used for any purpose which may breach any copyright.

The following table summarises bin quantity/capacity, collection frequency and area requirements (based on Table 1):

Table 2: Bin Schedule and Collection Frequency

Waste Source	Waste Stream	Bin Qty	Bin Litres	Collections per Week	Net Area m ²
Whole Development (dedicated private bins)	Garbage	1	4,500	6	3.8
	Recycling	1	4,500	6	3.8
	Waxed Cardboard	1	Frame	3	1.0
	Hard/E-Waste/Other	-	-	At Call	2.0
Net Waste Storage Area (excludes circulation), m²:					10.6

Notes:

- Private bins shall be sourced by the Operator (either purchased from a supplier or leased from the collection contractor).
- Subject to stakeholders' preference/capability (and as built constraints), bin sizes and quantities can be changed. Also, recyclables can be either commingled or split into bins for separate recycling streams.

1.5 Planning Drawings, Waste Areas, and Management of the Waste System

The plans illustrate that sufficient space has been allocated for bin storage, as required by the above schedule. The approx. Bin Area dimensions are 2m x 5m.

Notwithstanding the above, collection days shall be staged appropriately and the Operator shall stipulate procedures for effective management of the available space.

1.6 Collection Bin Information

The following bins shall be utilised (see Sect. 4.4 for signage requirements):

Table 3: Bin Details

Capacity (litres)	Height (mm)	Width (across front, mm)	Depth (side on, mm)	Empty Weight (kg)	Average* Gross Weight (kg)
4500 FLB*	1930	2050	1650	~500	1100

Notes:

- *= Front Lift Bin
- * = Average Gross Weight is based on domestic waste studies (which vary subject to locality and waste-type). Expect greater weight for wet or compacted waste.
- Use the above details as a guide only – variations will occur. The above is based on Wastech front-lift bins (FLB).
- For front-lift bins, consider counter-weight lids (for ease of opening) and swivel / lockable / rubber-lined castors (for ease of transfers to/from the truck).

Received by City of Stonnington on 17/04/2020. Any document provided is made available for the sole purpose of enabling its consideration and review as part of a planning process under the Planning and Environment Act 1987. This information must not be used for any purpose which may breach any copyright.

Table 4: AS 4123.7-2006 Plastic Bin Colour Coding

Bin	Garbage	Recyclables	Green Waste
Lid	Red	Yellow	Lime Green
Body	Dark Green / Black	Dark Green / Black	Dark Green / Black

Note: Private bins shall be labelled to identify the waste generator and site address.

2 ACCESS FOR USERS, COLLECTORS AND COLLECTION VEHICLES

2.1 User Access to Waste Facilities

Users shall transfer waste from the internal receptacles to the bins located within the Bin Store (if required, using a suitable trolley and the internal scissor lift).

2.2 Collection Arrangements and Access to Waste Facilities

- A private contractor shall collect waste on the rear laneway.
- Front-lift bins (4500L FLB) shall be collected by front-lift trucks (nom. 11.5m long, 6.5m operational height and 30 tonnes gross vehicle mass).

Notes:

- Due to their weight, front-lift bins need to be stored in a position that minimises the task of shifting these to the truck (level and smooth hard-wearing surfaces are required).
- Waste collections shall occur during off-peak traffic periods (to reduce traffic disruptions and for safer truck manoeuvres).

3 AMENITY, LOCAL ENVIRONMENT AND FACILITY DESIGN

3.1 Noise Minimisation Initiatives

- Collection bins shall feature rubber wheels for quiet rolling during transfers.
- Waste areas shall meet BCA and AS2107 acoustic requirements.
- Local laws shall be observed for all operations in public and private areas.
- As specified in Council's Local Law, private waste collections must only occur between the hours of 7:00am and 10:00pm Monday-Saturday and between the hours of 9:00am and 10:00pm on Sunday and Public Holidays. The waste collector shall protect the acoustic amenity by minimising noise during the collection.

3.2 Litter Reduction and Prevention of Stormwater Pollution

The Operator shall be responsible for:

- Promoting adequate waste disposal into the bins (to avoid waste-dumping).
- Securing the waste areas (whilst affording access to users/staff/contractors).
- Preventing overfilled bins, keeping lids closed and bungs leak-free.
- Abating any site litter and taking action to prevent dumping and/or unauthorised use of waste areas.
- Requiring the collection contractor to clean-up any spillage that might occur when clearing bins.

The above will minimise the dispersion of site litter and prevent stormwater pollution (thus avoiding impact to the local amenity and environment).

3.3 Ventilation, Washing and Vermin-Prevention Arrangements

Waste areas shall feature:

- Ventilation in accordance with Australian Standard AS1668.
- Impervious flooring (also, smooth, slip-resistant and appropriately drained).
- The Operator shall engage a contractor to conduct off-site bin washing.

The Operator shall regularly clean waste areas/equipment. Also, access doors and bin-lids shall be kept closed.

3.4 Design and Aesthetics of Waste Storage Areas and Equipment

Waste shall be placed within collection bins and stored in designated onsite areas (hidden from external view). Following waste collection activities, bins shall be returned to the storage areas as soon as practicable.

The design and construction, of waste facilities and equipment, shall conform to the Building Code of Australia, Australian Standards and local laws.

4 MANAGEMENT AND SUSTAINABILITY

4.1 Waste Sorting, Transfer, and Collection Responsibilities

Garbage shall be placed within tied plastic bags prior to transferring into collection bins. Cardboard shall be flattened, and any recycling containers un-capped, drained and rinsed prior to disposal into the appropriate bin. Bagged recycling is not permitted.

Refer to Section 2 for waste transfer requirements and collection arrangements.

4.2 Facility Management Provisions to Maintain & Improve the Waste System

The Operator shall manage site operations (refer to the glossary in page 2).

It shall be the responsibility of the Operator to maintain all waste areas and components, to the satisfaction of users, staff and the relevant authority (users shall maintain their internal waste receptacles).

The Operator shall ensure that maintenance and upgrades are carried-out, on the facility and components of the waste system. When required, the Operator shall engage an appropriate contractor to conduct services, replacements or upgrades.

4.3 Arrangements for Protecting Waste Equipment from Theft and Vandalism

It shall be the responsibility of the Operator to protect the equipment from theft and vandalism. This shall include the following initiatives:

- Secure the waste areas.
- Label the bins according to property address.
- Waste bins shall be collected on the rear laneway (bins shall not await collection on public areas).

4.4 Arrangements for Bins/Equipment Labelling, and Ensuring Users and Staff are Aware of How to Use the Waste System Correctly

- The Operator shall provide appropriate signage for the bins. Signage is available at the following internet address: www.sustainability.vic.gov.au.
- The Operator shall publish/distribute "house rules" and educational material to:
 - Inform users/staff about the waste management system and the use/location of the associated equipment (provide the summary in page 2 of this report).
 - Improve facility management results (lessen equipment damage, reduce littering and achieve cleanliness).
 - Advise users/staff to sort and recycle waste with care to reduce contamination of recyclables.

4.5 Sustainability and Waste Avoidance/Reuse/Reduction Initiatives

The *Environment Protection Act 1970* includes principles of environment protection and guidance for waste management decision making. Also, the *Sustainability Victoria Act 2005* established Sustainability Victoria as the statutory authority for delivering programs on integrated waste management and resource efficiency.

From a design perspective, the development shall support the acts by providing an adequate waste system with ability to sort waste.

The Operator shall promote the observance of the acts (where relevant and practicable) and encourage users and staff to participate in minimising the impact of waste on the environment. For improved sustainability, the Operator shall carry-out the following:

- Observe the waste hierarchy in the *Environment Protection Act 1970* (in order of preference): a) waste avoidance, b) reuse, c) recycle, d) recovery of energy, e) treatment, f) containment and g) disposal.
- Peruse the Sustainability Victoria website: www.sustainability.vic.gov.au.
- Participate in Council and in-house programs for waste minimisation.
- Establish waste reduction and recycling targets; including periodic waste audits, keeping records and monitoring of the quantity of recyclables found in landfill-bound bins (sharing results with users/staff).

4.6 Waste Management Plan Revisions

For any future appropriate Council request, changes in legal requirements, changes in the development's needs and/or waste patterns (waste composition, volume or distribution), or to address unforeseen operational issues, the Operator shall be responsible for coordinating the necessary Waste Management Plan revisions, including (if required):

- A waste audit and new waste strategy.
- Revision of the waste system (bin size/quantity/streams/collection frequency).
- Re-education of users/staff.
- Revision of the services provided by the waste collector(s).
- Any necessary statutory approval(s).

Received by City of Stonnington on 17/04/2020. Any document provided is made available for the sole purpose of enabling its consideration and review as part of a planning process under the Planning and Environment Act 1987. This information must not be used for any purpose which may breach any copyright.

5 SUPPLEMENTARY INFORMATION

- The Operator shall observe local laws and ensure that bins aren't overfilled or overloaded.
- Waste incineration devices are not permitted, and offsite waste treatment and disposal shall be carried-out in accordance with regulatory requirements.
- For bin traffic areas, either level surfaces (smooth and without steps) or gentle ramps are recommended, including a roll-over kerb or ramp. Should ramp gradients, bin weight and/or distance affect the ease/safety of bin transfers, the Operator shall consider the use of a suitable tug.
- The Operator and waste collector, shall observe all relevant OH&S legislation, regulations and guidelines. The relevant entity shall define their tasks and:
 - Comply with Worksafe Victoria's Occupational Health and Safety Guidelines for the Collection, Transport and Unloading of Non-hazardous Waste and Recyclable Materials (June 2003).
 - Assess the Manual Handling Risk, and prepare a Manual Handling Control Plan for waste and bin transfers (as per regulatory requirements and Victorian COP for Manual Handling).
 - Obtain and provide to staff/contractors; equipment manuals, training, health and safety procedures, risk assessments and adequate personal protective equipment (PPE) to control/minimise risks/hazards associated with all waste management activities. As a starting point, these documents and procedures shall address the following:

Task (to be confirmed)	Hazard (TBC)	Control Measures (TBC)
Sorting waste and cleaning the waste system	Bodily puncture. Biological & electrical hazards	Personal protective equipment (PPE). Develop a waste-sorting procedure
Bin manual handling	Sprain, strain, crush	PPE, staff training. Maintain bin wheel-hubs. Limit bin weight. Provide mechanical assistance to transfer bins Use a powered device to tip smaller bins/receptacles into bulk collection bins. Provide direct access for collection vehicle to each Front Lift Bin
Bin transfers and emptying into truck	Vehicular strike, run-over	PPE. Develop a Hazard Control Plan for transfers and collections. Maintain visibility. Use a mechanical bin-tipper
Truck access (reversing & manoeuvring)	Vehicular incident, strike, run-over	PPE. Use a trained spotter. Develop a truck-manoeuving and traffic-control procedure

Note: The above shall be confirmed by a qualified OH&S professional who shall also prepare site-specific assessments, procedures and controls (refer to Section 6).

6 CONTACT INFORMATION

City of Stonnington (local Council), ph 03 8290 1333

KS Environmental (private waste collector), ph 03 9551 7833

FJP Safety Advisors Pty Ltd (OH&S consultant), ph 03 9255 3660

Electrodrive Pty Ltd (tug & trailer supplier – for bin transfers), ph 1800 033 002

Warequip (tug supplier – for bin transfers), ph 1800 337 711

Sulo MGB Australia (bin supplier), ph 1300 364 388

One Stop Garbage Shop (bin supplier), ph 03 9338 1411

Wastedrive Equipment (steel bin supplier), ph 02 9630 9333

Note: The above includes a complimentary listing of contractors and equipment suppliers. The stakeholders shall not be obligated to procure goods/services from these companies. Leigh Design does not warrant (or make representations for) the goods/services provided by these suppliers.

7 LIMITATIONS

The purpose of this report is to document a Waste Management Plan, as part of a Planning Permit Application.

This report is based on the following conditions:

- Operational use of the development (excludes demolition/construction stages).
- Drawings and information supplied by the project architect.
- The figures presented in this report are estimates only. The actual amount of waste will depend on the development's occupancy rate and waste generation intensity, the user's disposition toward waste and recycling, and the Operator's approach to waste management. The Operator shall make adjustments, as required, based on actual waste volumes (if the actual waste volume is greater than estimated, then the number of bins and/or the number of collections per week shall be increased, STCA).
- This report shall not be used to determine/forecast operational costs, or to prepare feasibility studies or to document operational/safety procedures.



Financial Report

December 2020



Table Of Contents

Financial overview.....	1
Income statement.....	2
Full year forecast major variances.....	3
Year to date budget variance overview.....	5
Capital works expenditure overview.....	7
Capital works expenditure detail	8
Capital works - project income.....	19
Balance sheet.....	20
Statement of cash flow.....	21

Financial Report 31 December 2020**Financial overview**

The Monthly Financial Report has been prepared in accordance with Australian Accounting Standards.

The report identifies major variances against the 2020/21 Adopted Budget approved by Council on 31st August 2020 and includes the carry forwards/deferrals from 2019/120.

Key financial summary - 31 December 2020

	YTD Actual (1)	YTD Budget (2)	YTD Variance (1) - (2)	YTD Variance %	Annual Forecast (3)	Annual Budget (4)	Annual Forecast Variance (3) - (4)	Annual Forecast Variance %
	\$'000	\$'000	\$'000	%	\$'000	\$'000	\$'000	%
Income	145,949	146,832	(883)	(1%)	169,359	175,670	(6,310)	(4%)
Expenditure (including Operating Initiatives)	72,111	77,772	5,661	7%	153,381	155,715	2,334	1%
Surplus/(Deficit)	73,839	69,060	4,779	7%	15,978	19,954	(3,976)	(20%)
Surplus/(Deficit) excluding open space contributions	68,146	65,060	3,086	5%	7,978	11,954	(3,976)	(33%)

The year to date surplus including open space contributions was \$73.84m against a budget of \$69.06m, a favourable variance of \$4.779m.

The year to date surplus excluding open space contributions was \$68.15m against a budget of \$65.06m, a favourable variance of \$3.09m.

The full year surplus including open space contributions is expected to be \$15.98m against a budget of \$19.95m, resulting in a forecast unfavourable variance to budget of \$-3.98m.

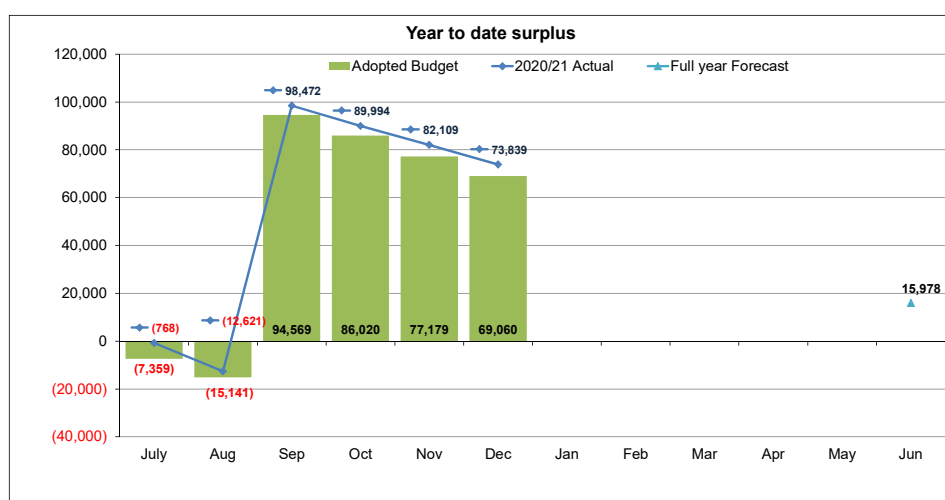
The full year surplus excluding open space contributions is expected to be \$7.98m against a budget of \$11.95m, resulting in a forecast unfavourable variance to budget of \$-3.98m.

Financial Report 31 December 2020



Income statement for period ended 31 December 2020

	Year to date				Full Year			
	Actual \$'000	Budget \$'000	Variance \$'000	Variance %	Forecast \$'000	Budget \$'000	Variance \$'000	Variance %
Income								
Rates Income	\$119,494	\$118,978	\$517	0%	\$120,094	\$119,575	\$518	0%
Statutory Fees and Fines	\$6,810	\$7,599	(\$790)	-10%	\$12,886	\$15,144	(\$2,258)	-15%
User Fees	\$6,043	\$6,949	(\$907)	-13%	\$13,535	\$15,700	(\$2,165)	-14%
Grants Operating	\$4,790	\$4,128	\$662	16%	\$9,303	\$8,385	\$919	11%
Grants - Capital	\$404	\$1,429	(\$1,024)	-72%	\$315	\$1,429	(\$1,113)	-78%
Contributions - Monetary	\$5,699	\$4,000	\$1,699	42%	\$8,007	\$8,000	\$7	0%
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	\$431	(\$122)	\$553	-452%	\$141	(\$295)	\$436	-148%
Other Income	\$2,279	\$3,871	(\$1,592)	-41%	\$5,078	\$7,732	(\$2,654)	-34%
Total Income	\$145,949	\$146,832	(\$883)	-1%	\$169,359	\$175,670	(\$6,310)	-4%
Expenditure								
Employee Costs	\$34,925	\$33,706	(\$1,219)	-4%	\$71,392	\$69,557	(\$1,836)	-3%
Materials and Services	\$23,193	\$27,662	\$4,469	16%	\$54,266	\$55,062	\$797	1%
Depreciation and amortisation	\$10,280	\$10,526	\$246	2%	\$21,076	\$21,052	(\$25)	0%
Bad and Doubtful Debts	\$0	\$1	\$1	100%	\$20	\$20	\$0	0%
Borrowing Costs and Lease Interest	\$287	\$286	(\$1)	0%	\$609	\$573	(\$36)	-6%
Other Expenses	\$2,735	\$3,434	\$699	20%	\$3,876	\$6,173	\$2,297	37%
Operating Initiatives	\$691	\$2,156	\$1,466	68%	\$2,142	\$3,279	\$1,137	35%
Total Expenditure	\$72,111	\$77,772	\$5,661	7%	\$153,381	\$155,715	\$2,334	1%
Surplus /(deficit)	\$73,839	\$69,060	\$4,779	7%	\$15,978	\$19,954	(\$3,976)	-20%



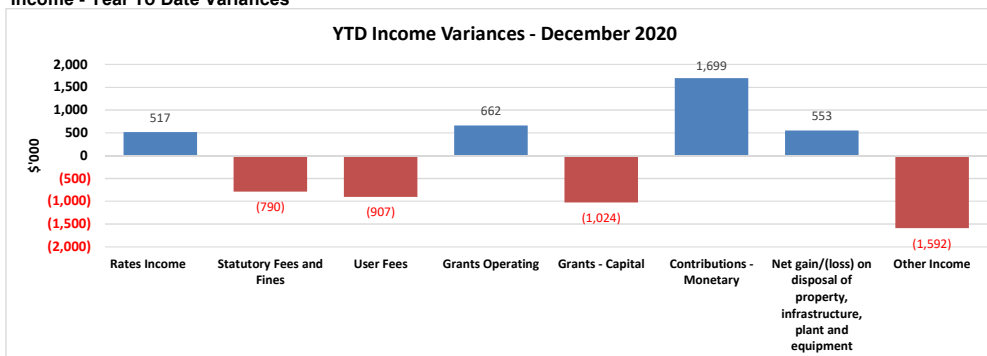
Financial Report 31 December 2020		
Council Full Year Forecast Variances to Full Year Budget - Operating Income		
		Favourable/ (Unfavourable) \$'000
Rates income		518
	Increase due to actual supplementary rates and garbage collection charges.	
Statutory Fees & Fines		(2,258)
	Reduction in parking infringements income forecast at \$2.9m as a result of Covid-19 stage 4 lockdown in place through-out the first quarter of 2020-21 which was extended to October 2020.	(2,900)
	Increase in Permits/Lodgment (Statutory Planning) income inline with increase in YTD December actual.	216
	Registration (Statutory) income inline with decrease in YTD December actual.	(322)
	Increase in court income as Fines Victoria have increased their collection activity higher than anticipated within the budget.	770
User Fees		(2,165)
	The closure of non-essential services and social distancing rules put in place by the Victorian Government as part of the State of Emergency response resulted in loss of user fees income from the following services. Associated costs are forecasted to reduce (see expenditure section below):	
	Aquatic Centers	(471)
	Learn to swim program	(606)
	Waste disposal tipping	(241)
	Compliance (Footpath trading Fees)	(348)
	Social support services	(46)
	Road opening	(43)
	Municipal Building Surveyor unit	(36)
	Chapel off Chapel - bar sales and agency fee	(54)
	Service Fees	(82)
	Retail sales within Aquatic and Chapel off Chapel	(138)
	Carpark Operations	(254)
	Ticket/Meter Income	(124)
	Offset by increase in Lodgment/Applications (Non Statutory)	111
Grants Operating		919
	Grants received from the following programs that were not budgeted:	
	Youth Services (Freeza funding and Department of Education and Training)	188
	Covid Response for Local Council Outdoor eating and entertainment package	500
	Engineering Projects operating grant for Local community infrastructure projects	149
Grants - Capital		(1,113)
	Reduction in forecast due to timing of revenue recognition of grants primarily as a result of delay in projects.	
	Mount Street Master Plan	(550)
	Road to Recovery & Local roads community infrastructure projects	(425)
	Dog Park	(138)
Contributions - Monetary		7
	Open Space contributions in line with budget.	
Net gain on disposal of property, infrastructure, plant and equipment.		436
	Increase in forecast as a result of proceeds from right of way for Trafalgar st, Avoca st & Argyle place.	
Other Income		(2,654)
	In line with adopted Council financial hardship policy, rental income for Council owned properties was waived and / or significantly reduced as a result of restrictions extending to October 2020.	(803)
	In line with the commercial tenants relief scheme Prahran Market is required to provide rental abatement for traders up until March 2021 which has been supported by Council.	(381)
	Forecast adjusted to reflect Covid-19 lockdown and trading restrictions in Community Rental Waivers offset by waivers expense (Other Expenses)	(1,590)

Financial Report 31 December 2020**Council Full Year Forecast Variances to Full Year Budget - Operating Expenditure**

	Favourable/ (Unfavourable) \$'000
Employee Costs	
Employee cost savings driven from closed facilities as a result of Covid-19 restrictions has been offset against efficiencies that were built into employee cost budget. Reduction in forecast is driven by below.	(1,836)
Annual Leave: Reduction in Annual leave taken by staff during the first six months of 2020-21 as a result of Covid-19 restrictions.	(990)
Work Cover: Increase in Work Cover due to Council exiting out of the MAV scheme which has resulted in a capital contribution to MAV upon withdrawal.	(398)
Contractor Staff: Increase in contractor cost within the infrastructure & environment to provide response to Covid-19 and comply with social distancing requirements within areas of waste collection and tipping.	(610)
Materials and Services	797
Security has seen an increase in forecast due to increase in patrol activity during Covid-19 lockdown on Council owned properties.	(386)
Staff Amenities in response to Covid-19 related cost including purchase of extra PPE equipment and cleaning supplies.	(202)
Stamp duty/Lodgment cost for registering enforcements with Fines Victoria inline with increase in enforcement post Covid-19 restrictions	(471)
Landfill levy freeze until 1 Jan 2021 resulting in a tipping fees and waste disposal permanent YTD variance.	484
Major contracts DCA Contract, saving due to negotiated contract due to reduction of enforcement during Covid-19 lockdown.	391
Minor Contracts savings due to reduced activity during Covid-19 lockdown period resulting in negotiated contracts	247
Utilities cost have decrease in forecast predominantly driven from water usage within parks & horticulture.	637
Depreciation and amortisation	(25)
Depreciation and Amortization in line with budget.	
Borrowing Costs	(36)
Increase in finance lease cost to recognise Right of Use asset in accordance with AASB16 - Leases, due to leases on garbage trucks.	
Other Expenses	2,297
Sundry Expenditure is reduced in line with lower activity YTD.	260
Community Grants forecast is reduced in line with YTD actual	552
Community rental waivers forecast directly offsetting other income	1,456
Operating Initiatives	1,137
Reduction in operating initiative is predominantly driven by projects put on hold due to Covid-19 related lockdown including:	
FOGO Collection Services	216
Community engagement for the new council plan	135
Glow Festival	155
Inclusion plan implementation	60
Strategic review of Prahran market	70

Financial Report - 31 December 2020

Income - Year To Date Variances

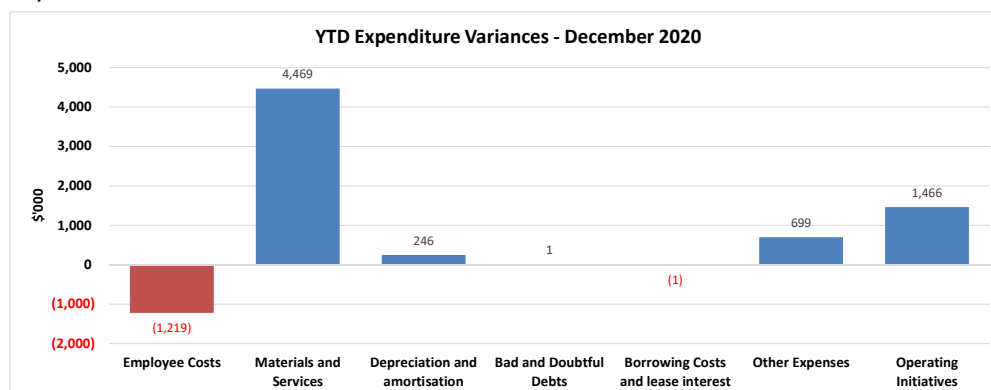


Year to date income is \$-0.88 million unfavourable compared to budget as a result of:

Rates \$0.517m Favorable	Rates Notices mailed out in September YTD favorable variance due to the timing of Supplementary Rates & Garbage collection charges.
Statutory Fees & Charges \$0.790m Unfavorable	\$0.790m unfavorable YTD variance driven by: •\$1.94m unfavorable parking enforcement income due to Covid-19 related lockdown to Oct 20. Offset by: •\$460k favorable court income (Fines Victoria collections have improved above assumptions). •\$372k favorable permits/lodgments income from statutory planning permits. •\$104k favorable application fees income (Municipal building surveyors unit).
User Fees \$0.907m Unfavorable	\$0.907 unfavorable YTD variance driven by. •\$872k unfavorable variance resulting from facility closures throughout the first and second quarter. •\$525k unfavorable YTD variance in Ticket/Meter & Carpark income due to lockdown. Offset by: •\$390k favorable variance in lodgment/application (Non Stat).
Grants Operating \$0.662m Favorable	\$662k favorable variance due to timing of state and Commonwealth grants received
Grants Capital \$1.024m Unfavorable	\$1.02m unfavorable timing variance due to delay in income recognition which is dependent on Capital delivery.
Contributions Monetary \$1.699m Favorable	Contributions relate to monies paid by developers in regard to public open space, drainage and car parking in accordance with planning permits issued for property development. \$1.699m favorable YTD variance driven by the timing of budgeted public open space contributions.
Net gain/loss on disposal \$0.553m Favorable	YTD favorable variance of \$553k, predominantly driven by proceeds from right of way for Trafalgar st, Avoca st & Argyle place.
Other Income: \$1.592m Unfavorable	\$1.592m unfavorable YTD variance driven by rental income for Council properties. Reduced income from council owned properties in line with Covid-19 restrictions imposed and Council Financial Hardship Policy in place to support local business.

Financial Report - 31 December 2020

Expenditure - Year To Date Variances



Year to date expenditure is \$5.96m favourable compared to budget as a result of:

Employee Cost YTD unfavorable variance \$1.219m driven by:
\$1.219m
Unfavorable

- \$898k unfavorable Annual leave variance as a result of leave not taken during lockdown.
- \$371k unfavorable contract staff variance as a result of increase reliance on contractors to meet Covid-19 response requirements.

Material & Services \$4.46m favorable YTD materials and services variance driven by permanent savings achieved from closure of various services during Covid lockdown as well as timing of expenditure including:
\$4.46m
Favorable

- \$222k timing variance for planning amendments.
- \$342k permanent variance in tipping & waste disposal due to Landfill levy freeze until 1 Jan 2021.
- \$311k timing variance under vehicle fuel & oil and registration, registration charges for this year was paid in May 2020, 2021 registration charges expected to be paid by May 2021.
- \$339k permanent variance for property maintenance and general maintenance predominantly driven by Car parks maintenance, Golf course maintenance and Hydrant maintenance.
- \$540k permanent variance parking control contract.
- \$460k timing variance Council election charges.
- \$678k permanent variance for minor contract resulting from closure of Prahran Square and other facilities.
- \$437k permanent variance in Council events and programs.
- \$751k permanent and timing variance for utility costs.
- \$427k timing variance land tax and fire service levy payable.

Offset by

- \$146k unfavorable variance for telecommunication expense to support WFH arrangement.
- \$323k unfavorable variance for security due to increase site patrol activity during lockdown.
- \$232k unfavorable variance for legal arising due to increase planning appeals and human resource disputes.
- \$286k unfavorable stamp duty/lodgment cost around parking controls.

Other Expenses \$0.699m favorable YTD variance is driven by:
\$0.699m
Favorable

- \$458k permanent variance community grants to be distributed.
- \$175k permanent sundry expenditure.

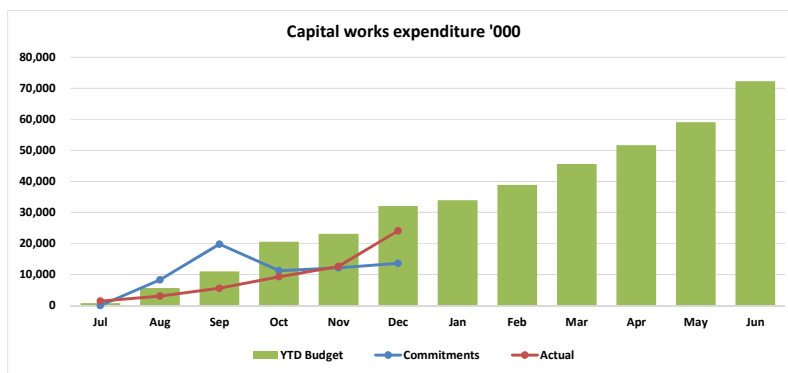
Operating Initiatives Operating initiatives are \$1.46m favorable due to re-scoping activities as a result of the Covid-19 restrictions imposed for the first 6 months of 2020-21.
\$1.46m
Favorable

Financial Report - 31 December 2020

Capital works expenditure overview

	Commitments (\$'000)	Budget (\$'000)	Actual (\$'000)	Variance (\$'000)	% Budget Expended	Budget (\$'000)	Forecast (\$'000)	Variance (\$'000)	Deferrals C/Forward (\$'000)
Total Capital Expenditure	13,617	32,021	24,108	7,913	33%	72,249	74,151	-1,902	5,117

The year to date actuals, budget and commitments for capital works is depicted in the graph below:



As at 31 December 2020 year to date capital works expenditure was \$24.11 million in comparison to YTD budget \$32.02 million. This is \$-7.91 million lower than the YTD budget.

The full year forecast expenditure is \$74.15 million compared to the adopted budget of \$72.25 million.

\$5.12 million has been identified as carry forwards.

Projects that will be deferred/Carried forward into 2021-22 include:

- Soil remediation - various Child Care Centre \$70k
- Council Building Accessibility Improvements \$30k
- Harold Holt Swim Centre (HHSC) Masterplan \$2.90m
- Healey Pavilion upgrade \$120k
- Mount Street Masterplan Delivery \$400k
- Chapel Street Precinct Masterplan Implementation \$750k
- Prahran Market - Sub station upgrade \$500k
- Prahran Market - Distribution boards upgrade \$300k
- Prahran Aquatic Centre - Paint 50m pool \$50k

Capital works expenditure

It is anticipated that there will be a net overspend (excluding carry forwards) of \$0.402 million. The key project overspends/underspends include:

- Car Parks - Multi Deck - Urgent Maintenance \$147k overspend compared to budget due to Comms work & Drainage leak at Prahran Sq and speed sign upgrade to MacFarlan St Carpark.
- Ferrie Oval Redevelopment \$350k overspend compared to budget, due to change in scope and tender.
- Road Safety Minor Works Implementation \$192k underspend compared to budget, due to reduction in scope and cost.
- Minor Shopping Centre Precinct Upgrades \$100k overspend compared to budget for Malvern Valley shopping center upgrades, overspend to be funded by Govt

Budget Transfers

- Digital Transformation \$6.617m forecast variance to budget is a result of future year budget brought forward into 2020-21 to fund technology enablement initiatives. These initiatives have been endorsed by the Audit Committee and Council via Briefing, and the initiatives prioritised as a result of a high percentage of our staff working from home.
- Landscape Plans/Master plans for Parks \$353k underspend compared to budget this will offset with an overspend in Toorak park Masterplan
- Toorak Park Masterplan Implementation \$353k overspend compared to budget, offset by savings from Landscape Plans projects.



Capital works expenditure report for the period ended 31 December (excluding operating initiatives)

Project No and Description	Year to date					Full Year		Variance (\$)	Variance (%)	Deferrals to 2021/22 (\$)
	Commitments (\$)	Actual (\$)	Budget (\$)	Variance (\$)	Variance (%)	Budget (\$)	Forecast Expenditure (\$)			
<u>Aged Services Facilities</u>										
X9348 - Aged Care Condition Audit Works	23,173	1,333	1,001	(332)	(33%)	40,000	40,000	0	0%	-
Aged Services Facilities	23,173	1,333	1,001	(332)	(33%)	40,000	40,000	0	0%	-
<u>Aquatic Facilities</u>										
X8528 - PAC mechanical plant and equip replacement	22,654	16,871	40,000	23,129	58%	80,000	80,000	-	0%	-
X8530 - HHMCS mechanical plant and equip replacement	38,916	19,436	110,000	90,564	82%	200,000	200,000	-	0%	-
X9019 - Furniture and Equipment replacement - PAC	3,936	-	20,000	20,000	100%	20,000	20,000	-	0%	-
X9020 - Furniture and Equipment replacement - HHSC	364	-	-	-	0%	20,000	20,000	-	0%	-
X9297 - Aquatics facilities functional upgrades	80	39,034	-	(39,034)	0%	51,000	51,000	-	0%	-
X9466 - HHSC - Refurbish 50m circulation pump	-	-	35,000	35,000	100%	35,000	-	35,000	100%	-
X9895 - Aquatic Centres Building Renewal and Upgrade Program	9,262	40,959	1,601	(39,358)	(2458%)	64,000	64,000	0	0%	-
X9897 - Harold Holt Swim Centre - Concourse and grandstand repairs	-	3,325	3,990	665	17%	159,500	159,500	0	0%	-
Aquatic Facilities	75,212	119,624	210,591	90,967	43%	629,500	594,500	35,000	6%	-
<u>Arts Acquisition</u>										
X8200 - Art program - Art acquisition	23,703	3,371	108,950	105,579	97%	143,950	143,950	-	0%	-
X9434 - Public Open Space Art Program	18,336	918	50,000	49,082	98%	80,000	80,000	-	0%	-
X9714 - Sculptures in Public Realm	-	-	60,000	60,000	100%	200,000	200,000	-	0%	-
Arts Acquisition	42,040	4,289	218,950	214,661	98%	423,950	423,950	-	0%	-
<u>Bin Replacement & Upgrades</u>										
X7035 - Garbage & Recycling Bin Replacement Program	7,469	117,713	112,500	(5,213)	(5%)	225,000	225,000	-	0%	-
X7406 - Litter Bin Upgrade Program	140	-	10,000	10,000	100%	25,000	25,000	-	0%	-
Bin Replacement & Upgrades	7,609	117,713	122,500	4,787	4%	250,000	250,000	-	0%	-
<u>Bridges</u>										
X8752 - Bridges - Level 2 inspection program - compliance works	9,795	-	-	-	0%	26,000	26,000	-	0%	-
X8753 - Bridges - general maintenance/improve program	31,559	28,119	-	(28,119)	0%	60,000	60,000	-	0%	-
Bridges	41,354	28,119	-	(28,119)	0%	86,000	86,000	-	0%	-



Capital works expenditure report for the period ended 31 December (excluding operating initiatives)

Project No and Description	Year to date					Full Year		Variance (\$)	Variance (%)	Deferrals to 2021/22 (\$)
	Commitments (\$)	Actual (\$)	Budget (\$)	Variance (\$)	Variance (%)	Budget (\$)	Forecast Expenditure (\$)			
<u>Chapel off Chapel</u>										
X9352 - Chapel off Chapel Condition Audit work	6,945	1,333	1,001	(332)	(33%)	40,000	40,000	0	0%	-
X9656 - COC - Functional Upgrades	588	6,318	32,764	26,446	81%	67,923	67,923	-	0%	-
X9888 - Chapel off Chapel Entrance Upgrade	10,880	131,282	135,983	4,701	3%	139,682	139,682	0	0%	-
X9913 - Chapel off Chapel (COC) - Website upgrades	-	-	5,000	5,000	100%	5,000	5,000	-	0%	-
Chapel off Chapel	18,414	138,934	174,748	35,814	20%	252,605	252,604	1	0%	-
<u>Community Based Child Care Centres</u>										
X8910 - Children & Family Services Implementation Works from Audit Rpt	2,876	28,917	90,147	61,230	68%	460,000	460,000	0	0%	-
Community Based Child Care Centres	2,876	28,917	90,147	61,230	68%	460,000	460,000	0	0%	-
<u>Council Owned Child care Centres</u>										
X9765 - Princes Close Child Care Centre Refurbishment Stage 1	2,199	-	-	-	0%	-	-	-	0%	-
Council Owned Child care Centres	2,199	-	-	-	0%	-	-	-	0%	-
<u>Community Centres, Town Hall and Council Buildings</u>										
X7249 - Roof Safety Syst Renewal & Upgrade Prog	-	1,467	1,200	(267)	(22%)	48,000	48,000	-	0%	-
X8169 - Essential Services Council Buildings	1,999	76,704	61,760	(14,944)	(24%)	112,550	112,550	0	0%	-
X8187 - MTH Precinct Conservation Plan Implementation	10,448	213,212	179,381	(33,831)	(19%)	190,199	190,199	(0)	(0%)	-
X8590 - Building Condition Audit	-	9,667	9,041	(626)	(7%)	50,000	50,000	-	0%	-
X8848 - Air Conditioning Plant Replacement	-	24,290	33,125	8,835	27%	390,000	390,000	(0)	(0%)	-
X8962 - Council Properties - Switchboard Upgrades	-	1,333	1,001	(332)	(33%)	40,000	40,000	0	0%	-
X9216 - MCAC Functional Upgrades	-	4,333	-	(4,333)	0%	10,000	10,000	-	0%	-
X9260 - Civic and Commercial Buildings Condition Audit Works	12,735	18,578	16,267	(2,311)	(14%)	164,179	164,179	0	0%	-
X9263 - MTH Precinct Public Realm Spatial Improvements	5,513	22,145	650,000	627,855	97%	809,007	809,007	-	0%	-
X9282 - Pound functional upgrades	456	10,017	10,000	(17)	(0%)	31,000	31,000	-	0%	-
X9349 - Cultural Centres Services Condition Audit Works	5,895	2,884	1,001	(1,883)	(188%)	40,000	40,000	0	0%	-
X9527 - MTH & PTH Function Centres - Facility Im	3,201	-	10,000	10,000	100%	21,000	21,000	-	0%	-
X9534 - Council Buildings Accessibility Improve	3,368	3,962	1,999	(1,963)	(98%)	80,000	50,000	30,000	38%	30,000
X9542 - Provision for HVAC maintenance and impro	69,887	57,582	77,200	19,618	25%	154,000	154,000	-	0%	-
X9705 - Stonnington History Centre Project	4,078	-	20,000	20,000	100%	30,000	30,000	-	0%	-



Capital works expenditure report for the period ended 31 December (excluding operating initiatives)

Project No and Description	Year to date					Full Year		Variance (\$)	Variance (%)	Deferrals to 2021/22 (\$)
	Commitments (\$)	Actual (\$)	Budget (\$)	Variance (\$)	Variance (%)	Budget (\$)	Forecast Expenditure (\$)			
X9852 - Brookville Kinder Playroom Floor Reconstruction	2,235	-	-	-	0%	-	-	-	0%	-
X9854 - Lansbury Pavilion Grandstand floor Repair/Reconstruction	1,250	-	-	-	0%	-	-	-	0%	-
X9857 - 311 & MTH Furniture, equipment & improve	213	-	5,000	5,000	100%	20,000	20,000	-	0%	-
X9886 - Prahran Market - Sub-station upgrade	-	5,900	-	(5,900)	0%	770,000	270,000	500,000	65%	500,000
X9887 - Prahran Market - Distribution boards upgrades	-	5,423	-	(5,423)	0%	627,000	327,000	300,000	48%	300,000
X9889 - Phoenix Park Library Toilet Refurbishment	278,545	6,248	4,999	(1,249)	(25%)	200,000	200,000	-	0%	-
X9896 - Malvern Library SE Roof Reconstruction	3,898	-	-	-	0%	-	-	-	0%	-
X9898 - Community CCTV strategic initiatives	36,596	35,394	87,000	51,606	59%	87,000	87,000	-	0%	-
X9930 - Upgrade the security access control system across Council	55,399	87,275	82,918	(4,357)	(5%)	102,918	102,918	-	0%	-
X9938 - Internal building modification works – staff accommodation	3,738	500	68,687	68,187	99%	128,687	128,687	-	0%	-
X9982 - Fitout of Prahran Square Opportunity Spaces	153,757	182,179	250,000	67,821	27%	350,000	340,000	10,000	3%	-
X9986 - Demolition East Malvern RSL	172,727	-	-	-	0%	-	-	-	0%	-
Community Centres, Town Hall and Council Buildings	825,937	769,093	1,570,579	801,486	51%	4,455,540	3,615,540	840,000	19%	830,000
<u>Corporate systems</u>										
X7133 - Network Infrastructure Development	1,073	23,637	120,000	96,363	80%	120,000	120,000	-	0%	-
X8929 - 3D Model Development	-	57,500	-	(57,500)	0%	55,000	66,000	(11,000)	(20%)	-
X9242 - Asset Management System - purchase and implementation	-	-	-	-	0%	30,000	30,000	-	0%	-
X9316 - General Finance Enhancements	19,750	3,500	50,000	46,500	93%	50,000	50,000	-	0%	-
X9421 - Asset Condition Assessments	2,954	-	70,000	70,000	100%	100,000	100,000	-	0%	-
Corporate systems	23,777	84,637	240,000	155,363	65%	355,000	366,000	(11,000)	(3%)	-
<u>Drainage</u>										
X9066 - Kerb Rehabilitation Program	10,550	19,430	300,000	280,570	94%	300,000	300,000	-	0%	-
X9231 - Infrastructure Design Works for Future Year Construction	58,735	48,743	60,000	11,257	19%	133,000	133,000	-	0%	-
X9232 - Drainage program - relining existing drains & construction	256,046	162,482	200,000	37,518	19%	300,000	300,000	-	0%	-
X9233 - Drainage Improvement Works	55,022	151,323	200,000	48,677	24%	394,000	394,000	-	0%	-
X9330 - Drainage - minor works program	21,144	47,143	200,000	152,858	76%	461,000	461,000	-	0%	-
X9639 - Urgent renewal of drainage around Council	19,869	43,310	10,000	(33,310)	(333%)	61,500	61,500	-	0%	-
X9718 - Stormwater drain network pit modification	28,635	90,898	50,000	(40,898)	(82%)	144,000	144,000	-	0%	-
Drainage	450,000	563,329	1,020,000	456,671	45%	1,793,500	1,793,500	-	0%	-



Capital works expenditure report for the period ended 31 December (excluding operating initiatives)

Project No and Description	Year to date					Full Year				Deferrals to 2021/22 (\$)
	Commitments (\$)	Actual (\$)	Budget (\$)	Variance (\$)	Variance (%)	Budget (\$)	Forecast Expenditure (\$)	Variance (\$)	Variance (%)	
<u>Environmental initiatives</u>										
X8329 - Soil Remediation - Various Child Care Centre	-	1,867	1,800	(67)	(4%)	72,000	1,867	70,133	97%	70,133
X8497 - Parks - Irrigation system maintenance & renewal	-	85,217	45,000	(40,217)	(89%)	90,000	90,000	-	0%	-
X8498 - Public Street Lighting	11,205	42,470	14,839	(27,631)	(186%)	41,000	44,648	(3,648)	(9%)	-
X8726 - MVGC - Course maintenance & renewal	-	3,450	10,000	6,550	66%	80,000	80,000	-	0%	-
X9227 - Aerial Bundling of Electrical cables	-	-	84,220	84,220	100%	138,220	138,220	-	0%	-
X9515 - Public Place Recycling	50	-	30,000	30,000	100%	106,275	106,275	-	0%	-
Environmental initiatives	11,255	133,003	185,859	52,856	28%	527,495	461,010	66,485	13%	70,133



Capital works expenditure report for the period ended 31 December (excluding operating initiatives)

Project No and Description	Year to date				Full Year		Forecast Expenditure (\$)	Variance (\$)	Variance (%)	Deferrals to 2021/22 (\$)
	Commitments (\$)	Actual (\$)	Budget (\$)	Variance (\$)	Variance (%)	Budget (\$)				
<u>Footpath Replacement - Residential Areas</u>										
X7046 - Fire Hydrant Replacement & maintenance	1,872	32,164	15,442	(16,722)	(108%)	26,000	32,165	(6,165)	(24%)	-
X8454 - Footpaths - Risk Management Works	4,766	88,671	96,000	7,329	8%	192,000	192,000	-	0%	-
X8737 - Footpaths - refurbishment program	261,990	897,940	630,000	(267,940)	(43%)	1,410,000	1,410,000	-	0%	-
X8738 - Road & Footpath - defect inspection program	-	-	70,000	70,000	100%	151,000	151,000	-	0%	-
Footpath Replacement - Residential Areas	268,628	1,018,775	811,442	(207,333)	(26%)	1,779,000	1,785,165	(6,165)	(0%)	-
<u>Furniture & Equipment</u>										
X9281 - Aged Facilities furniture replacement	-	-	5,000	5,000	100%	5,000	5,000	-	0%	-
X9306 - Furniture and equipment upgrades for MCH and childcare	839	820	10,000	9,180	92%	25,000	25,000	-	0%	-
X9309 - Technical Equipment Upgrades & Replacements	10,088	30,346	42,000	11,654	28%	48,000	48,000	(0)	(0%)	-
X9524 - Furniture Replacement - MTH & PTH Funct	909	4,560	-	(4,560)	0%	20,000	20,000	-	0%	-
X9707 - RFID - Maintenance and equipment upgrade	-	-	27,000	27,000	100%	27,000	27,000	-	0%	-
X9709 - Youth Services: Furniture and Storage	36	-	2,000	2,000	100%	5,000	5,000	-	0%	-
X9859 - Hub Equipment	10,669	11,177	10,000	(1,177)	(12%)	25,000	55,000	(30,000)	(120%)	-
X9899 - Secure Display cabinets for Council Mayoral Chains	-	14,750	50,000	35,250	71%	50,000	50,000	-	0%	-
X9915 - Upright Piano Chapel off Chapel	-	-	13,000	13,000	100%	23,000	23,000	-	0%	-
Furniture & Equipment	22,542	61,653	159,000	97,347	61%	228,000	258,000	(30,000)	(13%)	-
<u>Function Centres</u>										
X9525 - MTH - Equipment Replacement	-	-	-	-	0%	20,000	20,000	-	0%	-
Function Centres	-	-	-	-	0%	20,000	20,000	-	0%	-
<u>Hardware replacement</u>										
X8853 - PC & Desktop Equipment Replacement	909	292,063	263,974	(28,089)	(11%)	263,974	263,974	-	0%	-
X9280 - Aged IT upgrades	-	-	30,000	30,000	100%	30,000	30,000	-	0%	-
X9294 - Aquatics IT upgrades	-	-	80,000	80,000	100%	80,000	80,000	-	0%	-
X9457 - Network Printer Replacements / Enhancements	-	-	10,000	10,000	100%	10,000	10,000	-	0%	-
Hardware replacement	909	292,063	383,974	91,911	24%	383,974	383,974	-	0%	-
<u>Investment Property</u>										



Capital works expenditure report for the period ended 31 December (excluding operating initiatives)

Project No and Description	Year to date					Full Year		Variance (\$)	Variance (%)	Deferrals to 2021/22 (\$)
	Commitments (\$)	Actual (\$)	Budget (\$)	Variance (\$)	Variance (%)	Budget (\$)	Forecast Expenditure (\$)			
X9984 - William St Nos. 2A & 4 South Yarra	-	6,757,792	-	(6,757,792)	0%	-	-	-	0%	-
X9985 - William St nos 17 South Yarra	-	3,015,154	-	(3,015,154)	0%	-	-	-	0%	-
Investment Property	-	9,772,946	-	(9,772,946)	0%	-	-	-	0%	-
<u>Libraries IT Renewal/ Upgrade</u>										
X8303 - Library IT replacements PCs and printers	-	1,471	65,000	63,529	98%	95,000	95,000	-	0%	-
X8787 - Library book processing	-	201,712	175,000	(26,712)	(15%)	310,000	310,000	-	0%	-
X8788 - Library books and materials	-	254,291	335,000	80,709	24%	650,000	650,000	-	0%	-
X8789 - Libraries - assorted furniture and equipment	-	2,877	9,000	6,123	68%	27,000	27,000	-	0%	-
X9343 - Library IT upgrades	659	3,054	3,000	(54)	(2%)	10,000	10,000	-	0%	-
X9468 - Read Now Collection Project	-	21,138	20,000	(1,138)	(6%)	40,000	40,000	-	0%	-
Libraries IT Renewal/ Upgrade	659	484,543	607,000	122,457	20%	1,132,000	1,132,000	-	0%	-
<u>Local Roads Refurbishment</u>										
X8706 - Local Roads - Urgent works & contingency	26,703	63,844	82,468	18,624	23%	154,000	154,000	-	0%	-
X9002 - Roads to Recovery Funded Projects	4,435	135,853	-	(135,853)	0%	298,000	298,000	-	0%	-
X9394 - Local Roads Refurbishment Design Service	21,383	74,990	75,000	10	0%	154,000	154,000	-	0%	-
X9622 - Annual Road Infrastructure Defect Survey	98,967	26,033	33,000	6,967	21%	135,000	138,000	(3,000)	(2%)	-
X9981 - Local Roads Community Infrastructure Projects	228,182	88,695	-	(88,695)	0%	298,000	298,000	-	0%	-
Local Roads Refurbishment	379,670	389,415	190,468	(198,947)	(104%)	1,039,000	1,042,000	(3,000)	(0%)	-
<u>Local Roads Resurfacing</u>										
X8710 - Local Road - road asphalt resurfacing program	819,367	842,382	1,460,000	617,618	42%	2,255,000	2,255,000	-	0%	-
X9590 - Hedgeley Ave - Road Refurbishment	517,028	6,326	350,000	343,674	98%	650,000	650,000	-	0%	-
X9625 - Avenel Road - Road Refurbishment	702,239	6,000	600,000	594,000	99%	600,000	600,000	-	0%	-
X9627 - Car Park Facility Rehabilitation	-	3,000	200,000	197,000	99%	500,000	500,000	-	0%	-
X9900 - Local Roads Footpath Renewal	167,719	257,194	374,939	117,745	31%	700,000	700,000	-	0%	-
X9901 - Gaynor Court Malvern	6,286	102,035	99,244	(2,791)	(3%)	99,244	102,035	(2,791)	(3%)	-
X9902 - Orrong Road Toorak 3 Stages	108,687	530,353	700,000	169,647	24%	1,310,844	1,310,844	-	0%	-
X9903 - Lorne Road Refurbishment	13,884	480,640	500,000	19,360	4%	500,000	480,640	19,360	4%	-
X9904 - Kingston Street Parking Bay Refurbishment	415	-	-	-	0%	-	-	-	0%	-



Capital works expenditure report for the period ended 31 December (excluding operating initiatives)

Project No and Description	Year to date					Full Year				
	Commitments (\$)	Actual (\$)	Budget (\$)	Variance (\$)	Variance (%)	Budget (\$)	Forecast Expenditure (\$)	Variance (\$)	Variance (%)	Deferrals to 2021/22 (\$)
Local Roads Resurfacing	2,335,625	2,227,929	4,284,183	2,056,254	48%	6,615,088	6,598,519	16,569	0%	-
<u>Major projects</u>										
X8727 - Environment - Waterways & Biodiversity Projects	26,347	61,607	200,000	138,393	69%	530,000	592,000	(62,000)	(12%)	-
X8843 - Prahran Market Annual Contribution as per Agreement	-	442,064	684,025	241,961	35%	684,025	684,025	-	0%	-
X8986 - Forest Hill Public Realm (Co-contribution)	278,219	506,794	473,238	(33,556)	(7%)	1,292,285	1,292,285	-	0%	-
X9379 - Environment - Energy Efficiency Program	94,539	25,753	-	(25,753)	0%	550,000	550,000	-	0%	-
X9388 - Chapel Street Precinct Masterplan Implementation	104,936	94,895	150,000	55,105	37%	1,750,000	1,000,000	750,000	43%	750,000
X9447 - Prahran Square Development	1,075,325	131,509	1,096,022	964,513	88%	1,296,022	1,296,022	-	0%	-
X9504 - Prahran Aquatic Centre Feasibility and R	20,450	12,625	100,000	87,375	87%	100,000	100,000	-	0%	-
X9505 - AQC Pool tiling works	-	8,417	817,500	809,083	99%	1,400,000	1,368,417	31,583	2%	-
X9565 - Prahran Town Hall Master Plan - Developm	96,184	169,023	400,000	230,977	58%	435,426	435,426	-	0%	-
X9580 - Landscape Plans/Master plans for Parks	15,324	14,354	253,736	239,382	94%	367,031	14,355	352,676	96%	-
X9598 - Floodlighting Development Program	12,020	14,371	(276)	(14,647)	5307%	349,000	349,000	0	0%	-
X9608 - HHSC Masterplan	560,079	1,091,828	109,182	(982,646)	(900%)	4,327,162	1,428,745	2,898,417	67%	2,898,417
X9620 - Percy Treymud Masterplan Implementation	514,450	-	400,000	400,000	100%	600,000	600,000	-	0%	-
X9696 - Princess Close Redevelopment	27,690	-	-	-	0%	-	-	-	0%	-
X9698 - Princess Gardens Master Plan	730,676	108,983	750,000	641,017	85%	1,369,791	1,369,791	-	0%	-
X9699 - Strategic Land Purchases for Open Space	-	-	4,000,000	4,000,000	100%	10,000,000	10,000,000	-	0%	-
X9800 - Cato Street Road Refurbishment	13,353	-	-	-	0%	-	-	-	0%	-
X9825 - Open space – 20-22 Regent Street,Prahran	832	3,439	-	(3,439)	0%	-	-	-	0%	-
X9828 - Open space - Lot 1, 18 - 22 Grattan Street	-	63	-	(63)	0%	-	-	-	0%	-
X9846 - Open space -7 Hobson Street South Yarra	9,914	24,495	-	(24,495)	0%	-	-	-	0%	-
X9847 - Open space 290-294 Malvern Rd, Prahran	78,260	4,551	-	(4,551)	0%	-	-	-	0%	-
X9882 - Mount Street Masterplan delivery	6,304	6,677	(493,500)	(500,177)	101%	1,225,000	825,000	400,000	33%	400,000
X9980 - Dog Park	53,000	11,615	(116,160)	(127,775)	110%	300,000	300,000	-	0%	-
Major projects	3,717,903	2,733,064	8,823,767	6,090,703	69%	26,575,742	22,205,066	4,370,676	16%	4,048,417
<u>Masterplan Implentation</u>										
X9544 - Windsor Siding Masterplan	9,968	224,328	200,000	(24,328)	(12%)	542,356	542,356	-	0%	-
Masterplan Implentation	9,968	224,328	200,000	(24,328)	(12%)	542,356	542,356	-	0%	-



Capital works expenditure report for the period ended 31 December (excluding operating initiatives)

Project No and Description	Year to date					Full Year		Variance (\$)	Variance (%)	Deferrals to 2021/22 (\$)
	Commitments (\$)	Actual (\$)	Budget (\$)	Variance (\$)	Variance (%)	Budget (\$)	Forecast Expenditure (\$)			
<u>Multi-story Car Parks</u>										
X9259 - Car parks Condition Audit Works	24,846	2,000	1,999	(1)	(0%)	80,000	80,000	-	0%	-
X9366 - Car Parks - Multi Deck - Urgent Maintenance	9,109	11,818	20,000	8,182	41%	99,000	246,297	(147,297)	(149%)	-
Multi-story Car Parks	33,955	13,818	21,999	8,181	37%	179,000	326,297	(147,297)	(82%)	-
<u>Not Applicable</u>										
X9944 - Allenby Avenue - Wilton Vale Crescent to Railway Reserve	515,704	13,228	200,000	186,772	93%	550,000	550,000	-	0%	-
X9945 - Joy Street Refurbishment	319,767	3,000	350,000	347,000	99%	350,000	350,000	-	0%	-
X9946 - ROW Asset LANE: REAR 1415 HIGH/2 EDGAR, OSBORNE AVENUE TO BE	-	3,000	230,000	227,000	99%	230,000	230,000	-	0%	-
X9947 - ROW Asset LANE: REAR 64 CLAREMONT/REAR 1 HUNTER, HUNTER STRE	36	6,600	-	(6,600)	0%	320,000	320,000	-	0%	-
X9948 - Solar compacting bins	-	-	50,000	50,000	100%	50,000	50,000	-	0%	-
X9950 - Sunnyside Kindergarten - Veranda Roof Reconstruction	-	1,667	1,500	(167)	(11%)	60,000	60,000	0	0%	-
X9951 - Wattleree Early Childhood Centre - Weatherboard, Roof Drain	-	2,000	2,002	2	0%	80,000	80,000	-	0%	-
X9952 - Phoenix Park Library Desk and Front Entry Upgrade	-	2,167	1,230	(937)	(76%)	90,000	90,000	(0)	(0%)	-
X9953 - Chapel off Chapel Entrance Upgrade Stage 2	-	3,000	136,502	133,502	98%	140,000	140,000	-	0%	-
X9954 - Harold Holt Swim Centre Outdoor Change room Roof Replacement	-	1,417	1,127	(290)	(26%)	45,000	45,000	0	0%	-
X9955 - Orrong Romanis Recreation Centre Wall Insulation Stage 2	-	73,133	88,770	15,637	18%	90,000	77,826	12,174	14%	-
X9956 - Dunlop Pavilion Accessible Ramp Completion	-	3,167	3,750	583	16%	150,000	150,000	(0)	(0%)	-
X9957 - Prahran Aquatic Centre - Paint 50m Pool	-	1,500	1,248	(252)	(20%)	50,000	1,500	48,500	97%	48,500
X9958 - Malvern Valley Golf Club Hub Roof Replacement	-	4,333	7,500	3,167	42%	300,000	300,000	0	0%	-
X9959 - Parks - Fitness equipment installations	-	-	-	-	0%	80,000	80,000	-	0%	-
X9960 - Sportsgrounds - Maintenance & Renewal	30,182	131,716	240,000	108,284	45%	500,000	500,000	-	0%	-
X9961 - Moray Street/ Kings Arcade Public Realm Master plan	-	-	-	-	0%	100,000	100,000	-	0%	-
X9962 - 15 Balmoral Street, South Yarra - Pocket Park development	-	-	-	-	0%	150,000	150,000	-	0%	-
X9963 - 22A Grattan Street, Prahran Pocket Park Development	-	-	-	-	0%	150,000	150,000	-	0%	-
X9964 - 7 Hobson Street, South Yarra Pocket Park Development	-	-	200,000	200,000	100%	300,000	300,000	-	0%	-
X9965 - Vista Grove, Toorak - Road Conversion to New Open space	-	-	-	-	0%	250,000	250,000	-	0%	-
X9966 - Library Strategy Implementation	-	-	(5,000)	(5,000)	100%	25,000	15,000	10,000	40%	-
X9967 - MTH Uplight Purchase	-	1,333	30,000	28,667	96%	30,000	30,000	-	0%	-
X9968 - MTH Acoustic Panel Replacement	-	2,000	80,000	78,000	98%	80,000	80,000	-	0%	-
X9969 - Digital Transformation	1,397,261	1,998,667	5,720,000	3,721,333	65%	5,720,000	12,337,000	(6,617,000)	(116%)	-


Capital works expenditure report for the period ended 31 December (excluding operating initiatives)

Project No and Description	Year to date					Full Year		Variance (\$)	Variance (%)	Deferrals to 2021/22 (\$)
	Commitments (\$)	Actual (\$)	Budget (\$)	Variance (\$)	Variance (%)	Budget (\$)	Forecast Expenditure (\$)			
X9970 - Additional TRIM (CM9) Licenses	-	-	-	-	0%	59,000	59,000	-	0%	-
X9971 - CCTV and Access Control System Upgrade	103,505	7,180	412,000	404,820	98%	612,000	612,000	-	0%	-
X9972 - Upgrade CCTV consoles and cameras at various locations of Co	-	29,941	84,000	54,059	64%	84,000	84,000	-	0%	-
X9973 - Recreation Facility Functional Upgrades	-	-	(76,000)	(76,000)	100%	113,000	113,000	-	0%	-
X9974 - Harold Holt Dry Program Rejuvenation Project	23,110	-	189,000	189,000	100%	189,000	189,000	-	0%	-
X9975 - Foyer Furniture	-	-	25,000	25,000	100%	25,000	25,000	-	0%	-
X9976 - Ezistage - portable staging	-	29,818	30,000	182	1%	30,000	30,000	-	0%	-
X9977 - Roundabout & Traffic Treatment /Landscape Upgrades	-	-	50,000	50,000	100%	100,000	100,000	-	0%	-
X9978 - Darling Street South Yarra Toorak Rd to Domain Rd	-	-	5,000	5,000	100%	5,000	5,000	-	0%	-
X9979 - ROW Newry Lane Newry St to Road End; Asset 18782	1,850	3,000	100,000	97,000	97%	100,000	100,000	-	0%	-
Not Applicable	2,391,415	2,321,866	8,157,629	5,835,764	72%	11,207,000	17,753,326	(6,546,326)	(58%)	48,500
<u>Parks Improvements</u>										
X8745 - Parks - Playground renewal	10,861	360,016	150,000	(210,016)	(140%)	425,367	425,367	-	0%	-
X9222 - Parks - Path maintenance & renewal	25,506	31,128	50,000	18,872	38%	90,000	90,000	-	0%	-



Capital works expenditure report for the period ended 31 December (excluding operating initiatives)

Project No and Description	Year to date					Full Year		Variance (\$)	Variance (%)	Deferrals to 2021/22 (\$)
	Commitments (\$)	Actual (\$)	Budget (\$)	Variance (\$)	Variance (%)	Budget (\$)	Forecast Expenditure (\$)			
X9258 - Parks and Gardens Condition Audit Works	1,999	1,333	1,001	(332)	(33%)	40,000	40,000	0	0%	-
X9383 - Playground Shade Sail Implementation and Maintenance Program	-	-	10,000	10,000	100%	51,000	51,000	-	0%	-
X9417 - Parks - Major maintenance & renewal	20,306	54,424	60,000	5,576	9%	189,433	189,433	-	0%	-
X9419 - Environment-Surrey Rd Groundwater Mgmt	-	-	25,000	25,000	100%	50,000	50,000	-	0%	-
X9797 - Toorak Park Masterplan Implementation	294,530	726,849	600,000	(126,849)	(21%)	600,000	952,676	(352,676)	(59%)	-
X9798 - Floodlight Maintenance and Renewal Program	24,049	33,832	22,000	(11,832)	(54%)	102,000	102,000	-	0%	-
X9803 - Sir Robert Menzies Reserve Drainage / Retaining Wall	32,500	6,945	-	(6,945)	0%	1,500,000	1,500,000	-	0%	-
X9885 - Parks - Regional accessible playgrounds	3,650	1,800	30,000	28,200	94%	350,000	350,000	-	0%	-
X9912 - Urban Forest Strategy Implementation - Parks and Open Space	163,905	53,609	102,000	48,391	47%	205,000	205,000	-	0%	-
Parks Improvements	577,306	1,269,936	1,050,001	(219,935)	(21%)	3,602,800	3,955,476	(352,676)	(10%)	-
<u>Parks Plant Renewal/ Upgrade</u>										
X8427 - Parks - Fencing maintenance & renewal	528	15,956	40,000	24,044	60%	100,000	100,000	-	0%	-
X8445 - Parks - Furniture maintenance & renewal	19,843	60,743	40,000	(20,743)	(52%)	80,000	80,000	-	0%	-
X8449 - Parks - Signage maintenance & renewal	6,000	-	20,000	20,000	100%	50,000	50,000	-	0%	-
X8743 - Parks - Playground maint & safety comply	10,467	26,459	20,000	(6,459)	(32%)	50,000	50,000	-	0%	-
X8951 - Parks - Structures maintenance & renewal	29,578	9,635	20,000	10,365	52%	40,000	40,000	-	0%	-
X9141 - Parks - Minor Equipment	-	-	-	-	0%	10,000	10,000	-	0%	-
Parks Plant Renewal/ Upgrade	66,417	112,794	140,000	27,206	19%	330,000	330,000	-	0%	-


Capital works expenditure report for the period ended 31 December (excluding operating initiatives)

Project No and Description	Year to date					Full Year		Variance (\$)	Variance (%)	Deferrals to 2021/22 (\$)
	Commitments (\$)	Actual (\$)	Budget (\$)	Variance (\$)	Variance (%)	Budget (\$)	Forecast Expenditure (\$)			
<u>Recreation & Sporting Facilities</u>										
X8978 - Leisure Facilities Implementation of Works From Audit	66,069	23,140	18,037	(5,103)	(28%)	256,000	256,000	0	0%	-
X9224 - Sports Grounds - Oval renovations	-	13,055	-	(13,055)	0%	-	-	-	0%	-
X9267 - Recreational Buildings Condition Audit Works	44,101	7,557	3,502	(4,055)	(116%)	96,000	96,000	0	0%	-
X9363 - Recreation Facility functional upgrades	70,548	299,391	100,000	(199,391)	(199%)	412,000	412,000	-	0%	-
X9473 - Pavilion functional upgrades	19,305	4,104	120,000	115,896	97%	231,293	231,293	-	0%	-
X9475 - Tennis Facility Review and Redevelopment Strategy - Impleme	29,078	29,599	613,750	584,151	95%	1,100,000	1,100,000	-	0%	-
X9550 - Rec Strategy Implementation	3,221	680	50,000	49,320	99%	113,000	113,000	-	0%	-
X9757 - Healey Pavilion Upgrade	6,816	3,333	(14,000)	(17,333)	124%	160,000	40,000	120,000	75%	120,000
X9940 - Ferrie Oval Redevelopment	2,850	1,623	150,000	148,377	99%	150,000	500,000	(350,000)	(233%)	-
Recreation & Sporting Facilities	241,988	382,483	1,041,289	658,806	63%	2,518,293	2,748,292	(229,999)	(9%)	120,000
<u>Right of Ways</u>										
X9230 - Design of various Right of Ways for future works	-	5,173	20,000	14,827	74%	36,000	36,000	-	0%	-
X9862 - ROW South of Ardrie Road Btw Emo and Warley Roads	-	3,000	-	(3,000)	0%	350,000	350,000	-	0%	-
X9906 - ROW, Lane: Rear 103 Commercial / 2 Hardy, change of seal to	-	3,000	-	(3,000)	0%	56,000	56,000	-	0%	-
X9907 - ROW, Lane: 30 Tintern / 402 Toorak, Tintern Avenue to No Thr	2,727	3,000	202,990	199,990	99%	202,990	202,990	-	0%	-
X9908 - ROW, Lane: Rear 1 Monomeath / 26 Warra, Power Avenue To Lane	281,475	3,000	314,125	311,125	99%	314,125	314,125	-	0%	-
Right of Ways	284,202	17,173	537,115	519,942	97%	959,115	959,115	-	0%	-
<u>Road Safety Works</u>										
X8836 - Road Safety Works - Project Development	9,782	5,150	45,000	39,850	89%	70,000	70,000	-	0%	-
X8970 - Road Safety Works - Construction by Infrastructure	1,271	7,550	162,048	154,498	95%	331,642	331,642	-	0%	-
X9244 - Walking Policy Works Implementation	5,116	-	5,000	5,000	100%	20,000	20,000	-	0%	-
X9249 - Road Safety Minor Works Implementation	16,164	74,923	-	(74,923)	0%	285,000	93,389	191,611	67%	-
Road Safety Works	32,332	87,623	212,048	124,425	59%	706,642	515,031	191,611	27%	-



Capital works expenditure report for the period ended 31 December (excluding operating initiatives)

Project No and Description	Year to date					Full Year		Variance (\$)	Variance (%)	Deferrals to 2021/22 (\$)
	Commitments (\$)	Actual (\$)	Budget (\$)	Variance (\$)	Variance (%)	Budget (\$)	Forecast Expenditure (\$)			
<u>Software replacement</u>										
X9307 - Children & Family Services IT upgrades	-	-	5,000	5,000	100%	10,000	10,000	-	0%	-
X9458 - IT Admin Tools Development / Enhancements	7,300	-	-	-	0%	-	-	-	0%	-
X9595 - Microsoft (ELA) Enterprise Licensing Agreement	491	-	50,000	50,000	100%	50,000	50,000	-	0%	-
X9687 - Corporate WiFi Network	11,703	14,691	-	(14,691)	0%	-	-	-	0%	-
X9689 - IT Security Initiatives	-	16,300	70,000	53,700	77%	70,000	70,000	-	0%	-
X9691 - TechnologyOne - Enhancements / Integrati	-	1,935	-	(1,935)	0%	-	-	-	0%	-
X9861 - Property and Rating Ci Anywhere Implementation	14,655	-	-	-	0%	-	-	-	0%	-
Software replacement	34,149	32,926	125,000	92,074	74%	130,000	130,000	-	0%	-
<u>Specialised Equipment Replacement</u>										
X8756 - Fleet Wshop -Replace Plant & Assoc Equip	-	9,580	-	(9,580)	0%	10,000	10,000	-	0%	-
X8762 - Annual Specialised Vehicles Purchase/ Replacement Program	1,130,324	33,317	20,000	(13,317)	(67%)	1,913,000	1,913,000	-	0%	-
X8763 - Annual Light Fleet Vehicles Purchase/ Replacement Program	3,087	35,380	87,000	51,620	59%	87,000	38,000	49,000	56%	-
X9243 - Traffic Engineering Equipment	-	9,060	2,000	(7,060)	(353%)	10,000	10,000	-	0%	-
X9327 - Inf Maint Section - replace minor equip	337	-	10,000	10,000	100%	15,000	15,000	-	0%	-
X9772 - CCTV Installation and Upgrade - Various Facilities	55,990	57,957	84,000	26,043	31%	170,000	170,000	-	0%	-
Specialised Equipment Replacement	1,189,738	145,295	203,000	57,705	28%	2,205,000	2,156,000	49,000	2%	-
<u>Sportsground improvements</u>										
X8436 - Sports Grounds - Wicket Upgrade & Drainage	-	-	-	-	0%	30,803	30,803	-	0%	-
X9361 - Righetti Sportground flood lighting - SRV Funding	5,000	4,217	5,116	899	18%	205,000	205,000	(0)	(0%)	-
X9364 - Sportsground facility upgrades	11,222	22,928	386,000	363,072	94%	404,904	404,904	-	0%	-
X9374 - Sportsground - surface improvement program	7,010	7,091	-	(7,091)	0%	-	-	-	0%	-
X9377 - Sportsgrounds - Drainage Improvements	-	3,710	-	(3,710)	0%	-	-	-	0%	-
X9418 - Sports - Irrigation Systems Upgrades	-	13,290	-	(13,290)	0%	-	-	-	0%	-
Sportsground improvements	23,232	51,236	391,116	339,880	87%	640,707	640,707	(0)	(0%)	-



Capital works expenditure report for the period ended 31 December (excluding operating initiatives)

Project No and Description	Year to date					Full Year		Variance (\$)	Variance (%)	Deferrals to 2021/22 (\$)
	Commitments (\$)	Actual (\$)	Budget (\$)	Variance (\$)	Variance (%)	Budget (\$)	Forecast Expenditure (\$)			
<u>Streetscape Improvements</u>										
X9313 - Precinct branding and gate way signage	42,201	97,430	308,450	211,020	68%	313,693	313,693	-	0%	-
X9373 - Minor Shopping Centre Precinct Upgrades	2,850	5,665	20,000	14,335	72%	350,000	450,000	(100,000)	(29%)	-
X9375 - Environment -Integrated Water Management	29,447	3,435	20,000	16,565	83%	140,000	185,000	(45,000)	(32%)	-
X9500 - Pocket park upgrades - Detailed design a	62,280	23,530	37,274	13,744	37%	255,000	255,000	-	0%	-
X9911 - Urban Forest Strategy Implementation - Streets and Boulevard	235,113	171,312	225,000	53,688	24%	450,000	450,000	-	0%	-
Streetscape Improvements	371,892	301,372	610,724	309,352	51%	1,508,693	1,653,693	(145,000)	(10%)	-
<u>Transport & Parking Improvements</u>										
X7218 - At Grade Carparks - Rehabilitation Works	22,256	1,138	5,000	3,862	77%	60,000	55,530	4,470	7%	-
X8345 - Parking Signage - Upgrade & maintenance	11,920	11,315	42,000	30,685	73%	87,000	87,000	-	0%	-
X8584 - On-Street Parking Improvements	294	2,000	5,000	3,000	60%	36,000	36,000	-	0%	-
X9556 - Cycling Strategy - COS Managed On-Road S	4,870	5,475	160,000	154,525	97%	250,000	250,000	-	0%	-
X9557 - Cycling Strategy - Major Shared Path Ren	44,897	157,626	10,000	(147,626)	(1476%)	200,000	202,522	(2,522)	(1%)	-
X9574 - Cycling Strategy - Advocacy Actions - Bi	4,925	-	10,000	10,000	100%	20,000	20,000	-	0%	-
X9594 - Accessible Car Parks - DDA Compliance Audit - Implementatio	21,633	-	5,000	5,000	100%	20,000	21,633	(1,633)	(8%)	-
Transport & Parking Improvements	110,796	177,554	237,000	59,446	25%	673,000	672,685	315	0%	-
TOTAL COUNCIL	13,617,172	24,107,781	32,021,130	7,913,349	25%	72,249,000	74,150,806	(1,901,806)	(3%)	5,117,050

Financial Report - 31 December 2020

**Capital works - project income as at 31 December 2020**

Project No	Project Description	YTD Income Received (\$'000)	Full Year Budgeted Income (\$'000)	Full Year Forecast Income (\$'000)
X7000	FOGO collection service	0	-	-
X7014	Website Redevelopment	3	-	-
X8345	Parking Signage - Upgrade & maintenance	-0	-	-
X8710	Local Road - road asphalt resurfacing program	14	-	-
X8727	Environment - Waterways & Biodiversity Projects	11	-	-
X9002	Roads to Recovery Funded Projects	170	298	298
X9026	Health Promotion	3	-	-
X9249	Road Safety Minor Works Implementation	3	-	-
X9330	Drainage - minor works program	3	-	-
X9361	Righetti Sportground flood lighting - SRV Funding	10	-	-
X9364	Sportsground facility upgrades	-	16	16
X9373	Minor Shopping Centre Precinct Upgrades	40	-	100
X9598	Floodlighting Development Program	-	9	9
X9724	Melbourne Metro Rail Authority	29	120	120
X9757	Healey Pavilion Upgrade	-	20	20
X9882	Mount Street Masterplan delivery	-	650	650
X9900	Local Roads Footpath Renewal	3	-	-
X9940	Ferrie Oval Redevelopment	211	-	-
X9980	Dog Park	-	138	138
X9981	Local Roads Community Infrastructure Projects	149	298	298
X9983	Outdoor Eating and Entertainment Package	500	-	-
Total		1,195	1,549	1,649

Financial Report - 31 December 2020



Balance Sheet as at 31 December 2020

	Year To Date			Full Year		
	Actuals	Budget	Variance	Forecast	Adopted Budget	Variance
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Cash and cash equivalents	3,045	83,564	(80,519)	75,613	81,418	(5,805)
Trade and Other Receivables	88,592	92,292	(3,699)	11,248	14,370	(3,122)
Investments	81,000	0	81,000	0	0	0
Accrued Income	202	927	(725)	424	1,044	(620)
Prepayments	1,367	2,253	(886)	277	2,297	(2,020)
Other current assets	15,520	241	15,279	240	246	(6)
Total Current Assets	189,725	179,276	10,448	87,802	99,375	(11,573)
Non Current Assets						
Investments - non-current	2,015	245	1,770	15	245	(230)
Infrastructure, property, plant and equipment	2,942,102	2,914,444	27,659	2,979,552	2,943,029	36,523
Right of Use Assets	2,603	0	2,603	1,265	903	362
Investments in joint operation and subsidiary	363	2,632	(2,269)	2,363	2,632	(269)
Investment Property	7,485	9,100	(1,615)	7,485	9,100	(1,615)
Intangible Assets	1,715	4,291	(2,576)	6,915	7,070	(155)
Total Non Current Assets	2,956,284	2,930,712	25,572	2,997,595	2,962,979	34,616
Total Assets	3,146,009	3,109,988	36,021	3,085,397	3,062,354	23,043
Current Liabilities						
Trade and Other Payables	27,419	24,041	(3,378)	22,551	24,041	1,491
Trust Funds and Deposits	6,446	7,496	1,050	7,754	7,052	(702)
Interest Bearing Loans and Borrowings	3,500	3,500	0	1,500	3,912	2,412
Provisions	15,970	15,359	(611)	15,831	16,021	190
Total Current Liabilities	53,369	50,808	(2,561)	47,636	51,026	3,390
Non Current Liabilities						
Payables - non-current	1,441	1,738	297	1,441	1,566	125
Interest Bearing Loans and Borrowings - non-current	19,600	19,000	(600)	23,913	20,515	(3,398)
Lease Liability - arising from Right of Use assets recognised	1,414	0	(1,414)	0	0	0
Provision - non recurrent	2,148	2,033	(115)	2,232	2,010	(222)
Total Non Current Liabilities	24,602	22,771	(1,832)	27,586	24,091	(3,495)
Total Liabilities	77,971	73,579	(4,392)	75,222	75,117	(105)
Net Assets	3,068,038	3,036,410	31,628	3,010,175	2,987,237	22,938
Equity						
Accumulated Surplus	1,109,344	1,117,717	(8,373)	1,123,527	1,126,821	(3,294)
Year-to-date surplus/(deficit)	73,839	69,128	4,711	15,978	19,955	(3,977)
Revaluation reserves	1,809,653	1,772,663	36,990	1,809,653	1,772,663	36,990
Other Reserves	75,202	76,902	(1,700)	61,018	67,798	(6,780)
Total Equity	3,068,038	3,036,410	31,628	3,010,175	2,987,237	22,938

Financial Report - 31 December 2020



Statement of cash flow for the period ended 31 December 2020

	Year to date			Annual Forecast \$'000	Full Year	
	Actual \$'000	Budget \$'000	Variance \$'000		Annual Budget \$'000	Forecast variance \$'000
Cashflows from operating activities						
Rates and annual charges	43,915	42,183	1,732	120,098	120,575	(477)
Statutory Fees & Fines	4,261	6,999	(2,739)	12,778	14,930	(2,152)
User charges and Fees	5,996	8,206	(2,210)	17,051	17,917	(866)
Contributions	5,681	4,400	1,281	8,807	8,800	7
Grants	4,790	4,541	249	10,234	9,223	1,011
Grants (Capital)	404	1,571	(1,167)	347	1,571	(1,225)
Reimbursements	445	1,045	(600)	339	2,087	(1,748)
Investment revenue and interest	115	500	(385)	(14)	780	(794)
Other Receipts/Payments	2,322	3,641	(1,319)	6,663	7,134	(471)
Net GST Refund/(Payment)	10,175	4,381	5,795	1,909	3,035	(1,126)
Trust funds and deposits	(729)	175	(904)	(680)	(269)	(411)
Employee benefits and on-costs	(34,488)	(33,794)	(694)	(70,613)	(69,435)	(1,179)
Materials and contracts	(35,245)	(35,116)	(129)	(63,090)	(64,512)	1,422
Other payments - operating	(4,176)	(5,902)	1,726	(6,011)	(10,397)	4,386
Net cash provided by operating activities	3,466	2,829	637	37,817	41,440	(3,623)
Cashflows from investing activities						
Payments for property, plant and equipment	(26,152)	(30,451)	4,298	(74,151)	(72,249)	(1,902)
Proceeds from the sale of property, plant and equipment	431	(122)	553	141	(295)	436
Net cash used in investing activities	(25,721)	(30,573)	4,852	(74,010)	(72,544)	(1,466)
Cashflows from financing activities						
Finance Costs	(295)	(286)	(8)	(609)	(573)	(36)
Repayment of Borrowings	(117)	0	(117)	(3,500)	(3,500)	0
Proceeds of Borrowings		0	0	6,413	5,000	1,413
Net cash provided by financing activities	(412)	(286)	(125)	2,304	927	1,377
Net Increase/(Decrease) in Cash Held	(22,667)	(28,030)	5,364	(33,889)	(30,177)	(3,713)
Cash at the Beginning of the Period	106,711	111,594	(4,883)	106,711	111,594	(4,883)
Cash at the End of the Period	84,044	83,564	481	72,822	81,417	(8,596)
Less Restricted Assets	(92,732)	(86,311)	(6,421)	(80,310)	(86,311)	6,001
Net Cash from Restricted Assets & Capital Carryover	(8,688)	(2,747)	(5,941)	(7,488)	(4,894)	(2,594)

GENERAL BUSINESS
19 AUGUST 2019

8. STREETS BOUNDED BY BENDIGO STREET (SOUTH OF MURRAY STREET), HIGH STREET, WILLIAMS ROAD, MALVERN ROAD, AND YORK STREET, PRAHRAN - LOCAL AREA TRAFFIC MANAGEMENT (LATM) STUDY - RESULTS AND OPTIONS

Traffic Engineer: Umesh Jegarajan
Manager Transport & Parking: Ian McLauchlan
Acting General Manager Assets & Services: Rick Kwasek

PURPOSE

To advise Council of the results of the Local Area Traffic Management (LATM) study undertaken between Bendigo Street (south of Murray Street), High Street, Williams Road and York Street (north of Murray Street), and to provide options for Council to consider.

BACKGROUND

The following Notice of Motion was passed at the Council Meeting on 23 April 2018:

“1. That appropriate traffic speed, volume and origin/destination surveys be conducted as soon as possible in the local traffic area bounded by Bendigo Street (south of Murray Street), York Street (north of Murray Street) Malvern Rd, Williams Rd and High Street, Prahran to determine traffic conditions operating in the area.

2. Upon completion of the surveys, a report be bought back to Council to identify any issues arising and options for Council to consider.”

This report seeks to advise of the LATM results, and to provide options for Council to consider.

Following the Notice of Motion, Council sought quotes from an independent contractor to undertake surveys in the following streets:

- Bendigo Street (south of Murray Street);
- York Street (south of Murray Street);
- Lewisham Road North;
- Murray Street;
- Mackay Street;
- Clarke Street;
- Francis Street; and
- York Street (north of Murray Street).

Street Characteristics

All of these streets are subject to a 40 km/h AREA speed limit. Some streets have been typically treated with roundabouts, slow points, outstands and turn restrictions (i.e. NO LEFT TURN, NO RIGHT TURN).

Study Formulation

The origin/destination (O-D) survey requested by Council, is undertaken on a single day. It is a detailed traffic survey that captures the number plates of vehicles entering and exiting a specific area, to gain an understanding of the type of traffic utilising the road network i.e. the

GENERAL BUSINESS
19 August 2019

proportion of traffic on the local road network which is using the roads as a short-cut as opposed to having an origin or destination within the local traffic area.

Speed and volume counts were also sought in each of these streets. The speed and volume counts are undertaken over a 2 week period.

Council engaged Austraffic to undertake both the O-D study, and the speed and volume counts. Austraffic have been used for speed and volume counts, so their previous work was known.

Speed and volume counts were undertaken between May and June 2018.

Initially, there was a delay for the contractor to program the O-D study, as a number of streets were affected by road occupations or road closures due to building activity and utility works.

The O-D study was subsequently programmed to occur on 7 September 2018. However, the contractor later advised there was a technical issue with a camera, and only partial data was obtained. The contractor arranged for a repeat study to occur on 19 September 2018. Council's Building and Local Laws, and Infrastructure Units were consulted on any planned road closures during the date.

Prior to the repeat O-D study, officers observed that one of the roads were closed for building activity, so the study was again postponed.

Due to contractor availability, the study was postponed until after the September school holidays.

The O-D study was eventually conducted on Wednesday 17 October 2018 between 7am and 10am (AM), and between 4pm and 7pm (PM).

The contractor set up cordons (vehicle matching stations) in 8 locations (per the below image).

GENERAL BUSINESS
19 AUGUST 2019



The contractor adopted a match time of 5 minutes, which meant that if a vehicle entered a cordon, and did not pass through another exit within 5 minutes, they were classified as a local trip. This duration of 5 minutes to match through traffic vehicles is considered reasonable for such an area. Any through traffic is anticipated to leave the area in less than 5 minutes.

For the purposes of the O-D study, a local trip is defined as having a destination (or origin) within the subject area. Any trips that do not have an origin or destination (cut through traffic) within the subject area would be classified as a non-local trip.

A local trip does not necessarily need to utilise a single local street only, it could utilise a number of local streets. For example, a local trip to Clarke Street could use Bendigo Street, Murray Street and York Street, and this would be reasonable.

GENERAL BUSINESS
19 AUGUST 2019

DISCUSSION

Traffic Speed and Volume Survey Analysis

The key data obtained in the speed and volume surveys can be seen in Attachment A.

The 85th percentile speed (that is the speed in which 85% of vehicles travel at or below) is used in the industry for design. Council considers streets where the 85th percentile speed is over the speed limit by 10% as a candidate for speed attenuation. As the speed limit in these streets is 40 km/h, where the 85th percentile speed is over 44 km/h, the street is potentially a candidate for speed attenuation.

The 85th percentile speed of 44 km/h was met or exceeded in 3 particular streets – Bendigo Street, Murray Street, and Clarke Street. In each case, the volume of traffic using the street was reasonable from an engineering and functional perspective. However given the majority of vehicles were travelling in excess of 44 km/h, speed attenuation could be considered.

The remaining streets surveyed – Lewisham Road North, Mackay Street, Francis Street, and York Street (north and south of Murray Street) appear to have reasonable 85th percentile speeds, and reasonable traffic volumes. As such, it is recommended that these streets only be monitored at this stage. Speed and volume survey data is typically valid for 3 years, so the streets could be revisited in May-June 2021, and if speeds have increased, speed attenuation could be considered at that time.

In light of the results from the speed and volume survey, the following summary can be considered.

<i>Streets with further investigation proposed</i>	<i>Streets where no further investigation is proposed</i>
Bendigo Street	Lewisham Road North
Murray Street	Mackay Street
Clarke Street	Francis Street
	York Street (north of Murray Street)
	York Street (south of Murray Street)

Options for Speed Attenuation

An initial option to consider for speed attenuation is the installation of vertical deflection devices. These include road cushions, road humps, or flat-top road humps. No loss of on-street parking is anticipated with the above options, however each will create potential noise (the noise profile may differ between treatments) and some could impact property access.

Another option that could be considered is the installation of additional 40 km/h AREA signs. As mentioned earlier, all the subject streets are within a 40 km/h AREA. In an AREA speed restriction, signage is only required at the start and end of the area. Additional speed signs may not be effective, as vehicles using the subject streets are already aware the speed limit is 40 km/h, and vehicles travelling over the speed limit are knowingly doing so.

Further options such as slow points or road narrowing treatments are available, however their effectiveness in slowing vehicle speeds can be compromised by need to cater for emergency service and waste vehicles, which can result in passenger vehicles being able to pass through without slowing down. These treatments also require on-street parking to be

GENERAL BUSINESS
19 August 2019

lost (directly where the treatment is installed, but also on both approaches to ensure the safe operation of the treatment).

Considering the speed and volume data, it is recommended that properties in Bendigo Street, Murray Street, and Clarke Street be consulted in the first instance on whether they would like speed restriction devices installed in their street. Following the results of the first consultation, further options can be developed taking into account drainage, property access, lighting, and what device would be best for the street. This would then be consulted to each street where the occupiers would like speed attenuation devices.

Origin-Destination Survey Analysis

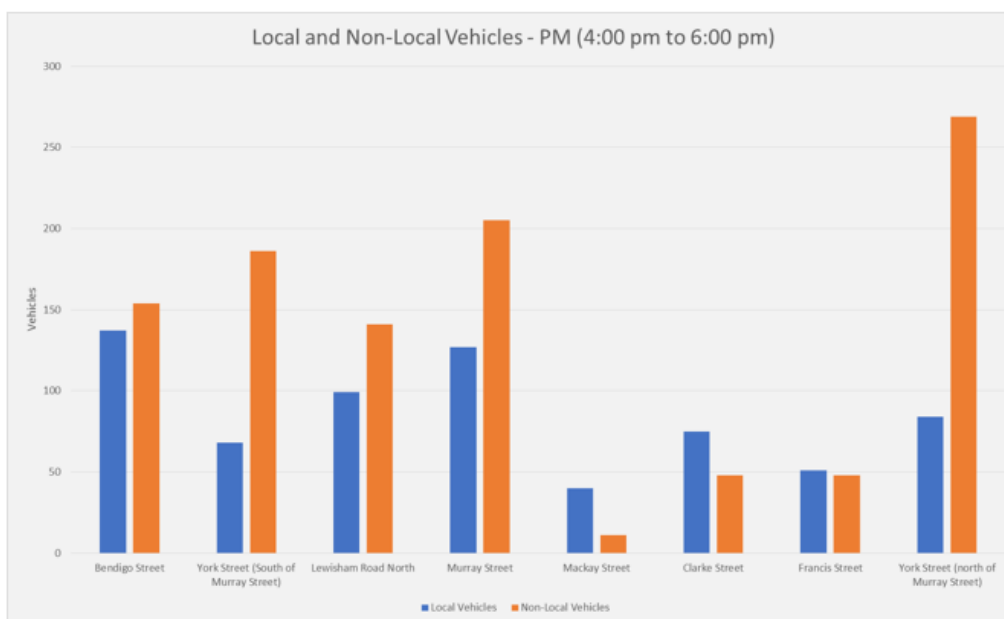
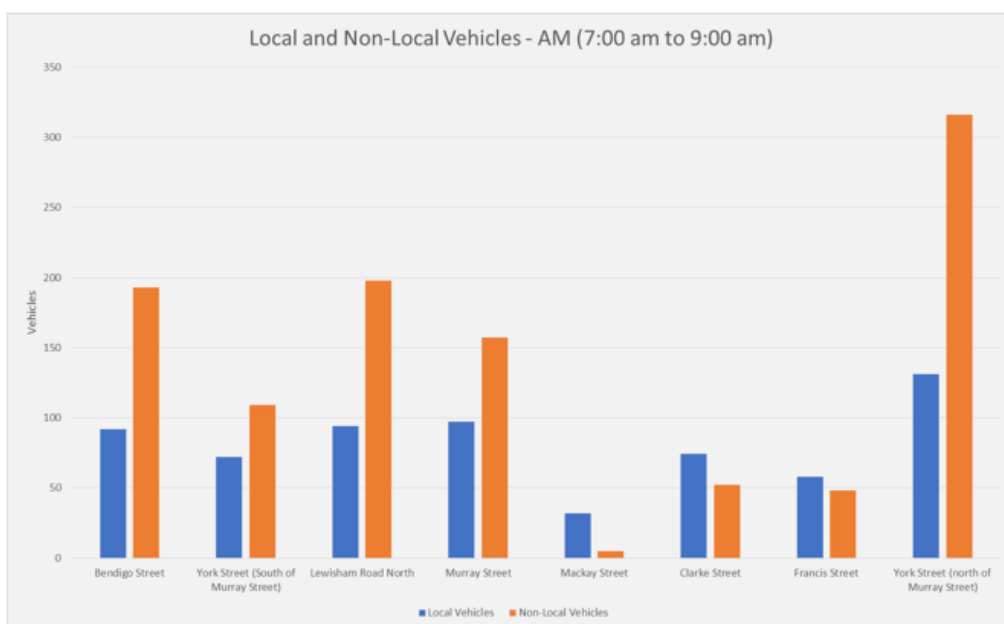
During the O-D survey period of 7am to 9am, a total of 1,728 vehicles passed through the cordons (vehicle matching stations). Of these, 650 vehicles (38%) were considered local and 1,078 vehicles (62%) were considered non-local.

During the period of 4pm to 6pm, a total of 1,743 vehicles passed through the cordons. Of these, 680 vehicles (39%) were considered local and 1,062 vehicles (61%) were considered non-local.

The key data obtained in the O-D survey can be seen in Attachment B. Proportions of traffic in some streets did suggest evidence of vehicles using local streets to avoid arterial roads. Attachment C indicates the distribution of vehicle trips in streets with high proportions of local and non-local trips. Data obtained from the speed and volume surveys indicate that the daily volume of traffic using the streets are also functionally acceptable.

The below graphs represent both the local (blue) and non-local (orange) vehicles that used each street as part of the O-D study. These are the results for the 7-9am and 4-6pm peak periods.

GENERAL BUSINESS
19 AUGUST 2019



Whilst the overall volume levels are considered reasonable for local streets, the proportion of through traffic using York Street, Murray Street, Lewisham Road and perhaps Bendigo Street is likely indicative of non-local through traffic using the area as a short-cut to avoid congestion on the arterial road network.

As part of an earlier study, a number of turn restrictions have already been installed at:

- York Street/Malvern Road (NO RIGHT TURN 4-6pm Monday to Friday);
- Lewisham Road North/High Street (NO RIGHT TURN 7-9am Monday to Friday);
- Murray Street/Williams Road (NO LEFT TURN 7-9am Monday to Friday);
- Mackay Street/Williams Road (NO LEFT TURN 7-9am Monday to Friday); and

GENERAL BUSINESS
19 August 2019

- Clarke Street/Williams Road (NO LEFT TURN 7-9am Monday to Friday)

These were aimed at addressing through traffic in the peak periods at the time of installation, however their effectiveness is dependent on motorist compliance and the Police enforcement undertaken,

Options for Through Traffic Attenuation

In order to be more effective in reducing through traffic, measures which involve physically restricting vehicle access are likely to be required. Typically road closures or 1-way flow treatments with road narrowings may be considered.

However, the results of the O-D study indicate significant local vehicle trips are also occurring during the time periods surveyed. So any action to remove the non-local vehicle trips (i.e. road closures) would negatively impact local vehicles exiting or returning to their property.

Whilst the installation of further turn restrictions may be possible, these would not involve physical impediments, so outside of the hours of operation, vehicles could enter and exit the street. The data collected from the O-D survey may suggest vehicles are ignoring existing turn bans (shown in red in Attachment B).

The installation of road hump style slow point traffic devices may discourage some non-local traffic, but is unlikely to remove it.

In light of the above, it is recommended that the O-D study data be noted at this stage and the Police be requested to undertake further enforcement of the turn restrictions in already place.

Summary

To summarise both the speed and volume surveys, and the O-D study, it is recommended that the following streets be consulted on whether they would like speed restriction devices installed:

- Bendigo Street;
- Murray Street; and
- Clarke Street.

It is also recommended that at this stage, no further action is proposed in the following streets:

- Lewisham Road North;
- Mackay Street;
- Francis Street;
- York Street (north of Murray Street); and
- York Street (south of Murray Street).

Should either Bendigo Street, Murray Street, or Clarke Street have speed restriction devices installed following consultation, it is recommended that 1 year after the installation, speed and volume counts be undertaken in the other streets to see if the speeds or volumes have increased.

FINANCIAL AND RESOURCES IMPLICATIONS

The cost to undertake the O-D study was \$13,500.00 ex GST. The cost to undertake the speed and volume counts was \$4,840.00 ex GST.

CONCLUSION

GENERAL BUSINESS
19 AUGUST 2019

The O-D study, and speed and volume surveys were undertaken in the streets generally bounded by the area between Bendigo Street (south of Murray Street), High Street, Williams Road, Malvern Road, and York Street. The results of the O-D study indicated whilst there was a portion of non-local vehicles using the streets, there was also local vehicles. The only way to completely stop non-local vehicles is to physically restrict access. Given this would negatively impact the local vehicles currently using the streets, it is recommended that the results of the O-D study be noted at this stage and the Police be requested to enforce the existing turn restrictions in operation.

The speed and volume surveys indicated that the 85th percentile speed (that is, the speed at which 85% of vehicles travel at or below) in the following streets may be candidates for speed restriction devices:

- Bendigo Street;
- Murray Street; and
- Clarke Street.

It is recommended that these streets be consulted on whether they would like speed restriction devices installed.

Should either Bendigo Street, Murray Street, or Clarke Street have speed restriction devices installed following consultation, it is recommended that 1 year after the installation, speed and volume counts be undertaken in the other streets to see if speeds or volumes have increased.

HUMAN RIGHTS CONSIDERATION

This recommendation complies with the Charter of Human Rights and Responsibilities Act 2006.

ATTACHMENTS

1. Attachment A
2. Attachment B
3. Attachment C

RECOMMENDATION

That Council:

1. ***Note both the Origin-Destination study results, and the result of the speed and volume surveys undertaken in Bendigo Street, Murray Street, Clarke Street, Lewisham Road North, Mackay Street, Francis Street, York Street (north of Murray Street), and York Street (south of Murray Street).***
2. ***Request the Prahran Police to enforce the existing turn restrictions at the intersections of :***
 - ***York Street/Malvern Road (NO RIGHT TURN 4-6pm Monday to Friday);***
 - ***Lewisham Road North/High Street (NO RIGHT TURN 7-9am Monday to Friday);***
 - ***Murray Street/Williams Road (NO LEFT TURN 7-9am Monday to Friday);***
 - ***Mackay Street/Williams Road (NO LEFT TURN 7-9am Monday to Friday); and***
 - ***Clarke Street/Williams Road (NO LEFT TURN 7-9am Monday to Friday)***
3. ***Consult the abutting property occupiers on whether they would like speed restriction devices installed in the following streets:***
 - a) ***Bendigo Street;***
 - b) ***Murray Street; and***

GENERAL BUSINESS
19 AUGUST 2019

- c) Clarke Street.*
- 4. Conduct speed and volume surveys in the following streets 1 year following the installation of any speed restriction devices installed in either Bendigo Street, Murray Street, or Clarke Street:**

 - a) Lewisham Road North;*
 - b) Mackay Street;*
 - c) Francis Street;*
 - d) York Street (north of Murray Street); and*
 - e) York Street (south of Murray Street).*

**COUNCIL MINUTES
MONDAY 19 AUGUST 2019**

8 STREETS BOUNDED BY BENDIGO STREET (SOUTH OF MURRAY STREET), HIGH STREET, WILLIAMS ROAD, MALVERN ROAD, AND YORK STREET, PRAHRAN - LOCAL AREA TRAFFIC MANAGEMENT (LATM) STUDY - RESULTS AND OPTIONS

MOTION: MOVED CR MELINA SEHR SECONDED CR STEVEN STEFANOPOULOS

That Council:

- 1. *Note both the Origin-Destination study results, and the result of the speed and volume surveys undertaken in Bendigo Street, Murray Street, Clarke Street, Lewisham Road North, Mackay Street, Francis Street, York Street (north of Murray Street), and York Street (south of Murray Street).***
- 2. *Authorise officers to request the Prahran Police to enforce the existing turn restrictions at the boundary of the area.***

- 3. *Consult the abutting property occupiers on whether they would like speed restriction devices installed in the following streets:***
 - *Bendigo Street;***
 - *Murray Street; and***
 - *Clarke Street.***
- 4. *Conduct speed and volume surveys in the following streets 1 year following the installation of any speed restriction devices installed in either Bendigo Street, Murray Street, or Clarke Street:***
- 5. *Lewisham Road North;***
 - *Mackay Street;***
 - *Francis Street;***
 - *York Street (north of Murray Street); and***
 - *York Street (south of Murray Street).***

Carried



Ordinary Council Meeting Agenda

Monday 17 February 2020 at 7 pm

**Malvern Council Chamber, Malvern Town Hall
Corner Glenferrie Road & High Street Malvern**



Ordinary Council Meeting Agenda Monday 17 February 2020 Order of Business

1 Reading of the Reconciliation Statement and Affirmation Statement.....	8
2 Introductions.....	8
3 Apologies.....	8
4 Adoption and confirmation of minutes of previous meeting(s) in accordance with Section 93 of the Act and Clause 49 of General Local Law 2018 (No. 1).....	8
4.1 Minutes of the Ordinary Council Meeting held on 3 February 2020 & Minutes of the Confidential Council Meeting held on 3 February 2020.....	8
5 Disclosure by Councillors of any conflicts of interest in accordance with Section 79 of the Act.....	9
6 Questions to Council from Members of the Public.....	9
7 Correspondence (only if related to Council business).....	9
8 Questions to Council Officers from Councillors.....	9
9 Tabling of Petitions and Joint Letters.....	9
10 Notices of Motion.....	9
11 Reports by Special and Other Committees - Assembly of Councillors.....	9
12 Reports by Delegates.....	9
13 General Business.....	10
13.1 Planning Application 0649/19 - Village Way, 489-505 Toorak Road, Toorak.....	10
13.2 Climate change response.....	42
13.3 Community Grants Program 2020-2021.....	46
13.4 Council Committees, Delegates/Representatives.....	49
13.5 Council Financial Report for the period ending 31 December 2019.....	53

Ordinary Council Meeting 17 February 2020 - Agenda

13.6	Bendigo Street (south of Murray Street), Clarke Street and Murray Street - Speed Restriction Devices Consultation Results	58
13.7	Proposed Leasing/Licencing Policy for Council Property	61
13.8	Integrated Transport Plan - community consultation report.....	63
13.9	Tree-of-Heaven - Options in addressing proliferation of noxious weeds	67
13.10	Appointment of Authorised Officer pursuant to the Planning & Environment Act 1987	70
14	Other General Business.....	72
15	Urgent Business	72
16	Confidential Business	73
16.1	Confidential: Municipal Wide Project	73
16.2	Confidential: Audit Committee Appointments	73

13.6 Bendigo Street (south of Murray Street), Clarke Street and Murray Street - Speed Restriction Devices Consultation Results

Manager Transport & Parking: Ian McLauchlan

Director Environment & Infrastructure: Rick Kwasek

Linkage to Council Plan

Liveability: The most desirable place to live, work and visit.

L6 Maintain Council's infrastructure and assets essential for the sustainable operation of the City.

Purpose of Report

To advise of the results of consultation in Bendigo Street (south of Murray Street), Clarke Street and Murray Street, Prahran, for the installation of speed restriction devices.

Officer Recommendation

That Council:

- 1. ENDORSE consultation on road humps/speed cushions in Bendigo Street (between High Street and Murray Street) with a detailed plan indicating locations of road hump/speed cushions.**
- 2. ABANDON the proposals to install speed restriction devices in Clarke Street and Murray Street, based on the responses received.**
- 3. INVESTIGATE the feasibility of a pedestrian (zebra) crossing on Murray Street outside Victoria Gardens once the building works for the property opposite the proposed location are complete and the vehicle crossing relocated.**
- 4. AUTHORISE officers to notify those consulted of the decision.**

Executive Summary

Following a traffic study, occupiers of Bendigo Street (south of Murray Street), Clarke Street and Murray Street in Prahran were consulted to determine their opinions on the possible installation of speed restriction devices in their street. Based on the responses received, occupiers do not want devices in Clarke Street or Murray Street, but there is a desire for treatment in Bendigo Street (south of Murray Street). Respondents also requested a pedestrian (zebra) crossing in Murray Street near Victoria Gardens, which can be investigated following the relocation of a vehicle crossing occurs as part of a development in the street.

Background

At the Council Meeting on 19 August 2019, a report was presented outlining the results of the traffic study undertaken in Bendigo Street (south of Murray Street), York Street, Lewisham Road North, Murray Street, Mackay Street, Clarke Street, and Francis Street. This report can be seen in **Attachment 1**.

Council directed consultation with properties in Bendigo Street (south of Murray Street), Clarke Street and Murray Street to determine whether occupiers would like speed restriction devices in their streets. This report considers the results of the consultation.

Ordinary Council Meeting 17 February 2020 - Agenda

Key Issues and Discussion

For each street, the consultation material asked the following questions:

- Do you support the installation of speed restriction devices in your street?
- Preferred speed restriction devices?
- Do you support the installation of speed restriction devices directly outside your property?

The types of speed restriction devices offered were road humps/speed cushions, landscaped road hump, one-lane raised slow point, blister treatment, or a roundabout (Clarke Street and Murray Street). The consultation material forwarded to occupiers consulted explained the potential devices and the advantages/disadvantages of each device.

The detailed response analysis for each of Bendigo Street (south of Murray Street), Clarke Street and Murray Street can be seen in **Attachments 2, 3 and 4** respectively.

Based on responses received, the following is recommended:

- Develop a plan for further consultation on road humps/speed cushions in Bendigo Street (south of Murray Street);
- Abandon the proposals for speed restriction devices in Clarke Street and Murray Street; and
- Investigate the feasibility of a pedestrian (zebra) crossing on Murray Street outside Victoria Gardens once the building works for the property opposite the proposed location is complete and the vehicle crossing relocated.

Conclusion

Following a traffic study, residents of Bendigo Street (south of Murray Street), Clarke Street and Murray Street were consulted on their opinion of speed restriction devices in their street. Occupiers of Clarke Street and Murray Street were generally not in favour, however residents of Bendigo Street (south of Murray Street) were in favour. It is recommended that the proposal be abandoned in Clarke and Murray Streets, and further consultation occur with occupiers of Bendigo Street (south of Murray Street) on the installation of road humps/speed cushions.

A further investigation is also recommended into a pedestrian (zebra) crossing on Murray Street outside Victoria Gardens. However, this can only commence once the building works for the property opposite the proposed location are complete and the vehicle crossing relocated.

Governance Compliance

Policy Implications

There are no policy implications associated with this report.

Financial and Resource Implications

There are no financial and resource implications associated with this report.

Conflicts of Interest Disclosure

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

Legal / Risk Implications

[Ordinary Council Meeting 17 February 2020 - Agenda](#)

There are no legal / risk implications relevant to this report.

[Stakeholder Consultation](#)

The detailed response analysis for Bendigo Street (south of Murray Street), Clarke Street and Murray Street can be seen in **Attachment 2,3 and 4** respectively.

[Human Rights Consideration](#)

Complies with the Charter of Human Rights & Responsibilities Act 2006.

[Attachments](#)

1. Bendigo Street, Clarke Street, Murray Street, Prahran - Speed Restriction Devices [13.6.1 - 10 pages]
2. Bendigo Clarke Murray Streets, Prahran - Speed Restriction Devices - Bendigo St Consultation [13.6.2 - 2 pages]
3. Bendigo Clarke Murray Streets, Prahran - Speed Restriction Devices - Clarke St Consultation [13.6.3 - 4 pages]
4. Bendigo Clarke Murray Streets, Prahran - Speed Restriction Devices - Murray St Consultation [13.6.4 - 7 pages]

Ref: 20/257613

27 November 2020



Occupier
Properties abutting Bendigo Street (between High Street and Murray Street)
PRAHRAN VIC 3181

Dear Sir/Madam

BENDIGO STREET, PRAHRAN (BETWEEN HIGH STREET AND MURRAY STREET) – PROPOSAL TO INSTALL TRAFFIC MANAGEMENT (SPEED CUSHIONS)

I refer to the notification letter from Council on 20 March 2020, with the decision to proceed to detailed consultation on speed cushions in Bendigo Street between High Street and Murray Street. Officers were seeking approval from Melbourne Water to ensure anything installed on the carriageway would not impact drainage or cause flooding, and the approval on the proposed locations has been received.

Based on the length of the street, 2 sets of rubber speed cushions are considered reasonable. The key features of the proposal are:

- The speed cushions are proposed in a regular spacing in sequence with the existing raised crossing, to encourage motorists to travel at a uniform speed, and not speed-up and then brake suddenly between treatments;
- Property access is not compromised;
- Devices are to be located near existing street lighting where practical;
- No loss of on-street parking is expected;
- Some residents feel humps/cushions tend to increase noise.

The concept plan shows the indicative speed cushion locations, however the final locations may differ slightly. An example of speed cushions can be seen in Chatsworth Road, Prahran (below photo).



Stonnington City Centre
311 Glenferrie Road, Malvern
Prahran Town Hall
Corner Chapel and Greville Streets
Depot
293 Tooronga Road, Malvern

PO Box 58, Malvern Victoria 3144
T 8290 1333
F 9521 2255
council@stonnington.vic.gov.au
AUSDOC DX 30106
STONNINGTON.VIC.GOV.AU

It is recognised that circulars and plans do not always provide all the information that residents would like to know prior to responding to them. Therefore, in order to assist, **Council officers will be available on site at the Bendigo Street and Murray Street intersection on Tuesday 8 December 2020 at 6pm to explain and discuss the proposal**, and you are invited. If you wish to attend, please make an effort to be there at the designated time. Social distancing will be observed.

If you have any COVID-like symptoms, or are self-isolating, we ask that you **do not** attend the meeting. You may contact Umesh Jegarajan on 8290 3203 to discuss the proposal.

Please note that the above meeting is not compulsory, and at this meeting officers will be providing information only. There is no voting at this meeting; all voting is via the attached feedback form.

To have your say please complete and return the attached questionnaire by Friday 18 December 2020.

If you require any further information, please telephone Umesh Jegarajan on 8290 3203.

Yours sincerely



Peter Kyrkylis

TRANSPORT AND PARKING COORDINATOR

Enc: Bendigo Street Questionnaire
Reply Paid envelope

Cc: South Ward Councillors



BENDIGO STREET, PRAHRAN (BETWEEN HIGH STREET AND MURRAY STREET) – PROPOSAL TO INSTALL TRAFFIC MANAGEMENT (SPEED CUSHIONS)

CONCEPT PLAN

The proposed speed cushion locations are indicated with the blue lines.



BENDIGO STREET, PRAHRAN (BETWEEN HIGH STREET AND MURRAY STREET)

PROPOSAL TO INSTALL TRAFFIC MANAGEMENT (SPEED CUSHIONS)



City of **STONNINGTON**

Ref: 20/257613

QUESTIONNAIRE

Do you support:

- Installing traffic management (speed cushions) on Bendigo Street (between High Street and Murray Street) as outlined in the concept plan?

Yes

No

*Name:

*Signature:

*Address:

Telephone No:

Please provide details marked with * as these are required fields.

Comments

RETURNING THE QUESTIONNAIRE

Please return the questionnaire by close of business **Friday 18 December 2020** to: Umesh Jegarajan - Transport and Parking.

Return the questionnaire using the enclosed Reply-Paid envelope, by email council@stonnington.vic.gov.au or fax to 9521 2255.

WHEN ASSESSING THIS PROPOSAL, ONLY **ONE** RESPONSE PER PROPERTY WILL BE TAKEN INTO CONSIDERATION

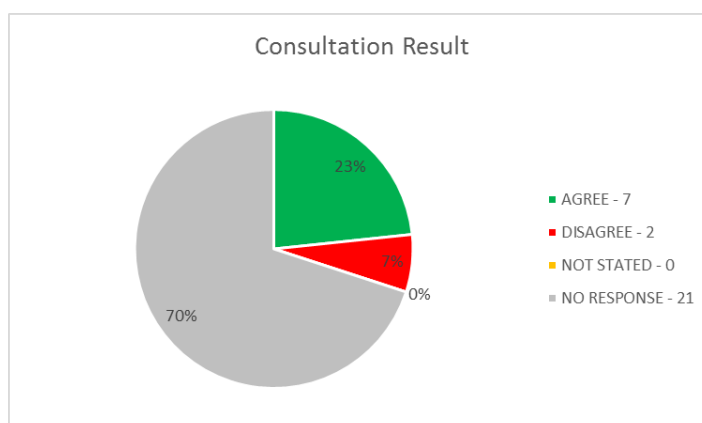
Privacy Act: The information above is collected for municipal purposes as part of the consultative process to assist in the provision of services and/or development of new infrastructure. The information collected will only be used for that purpose and not passed to any other agency.

CONSULTATION REPORT

A total of 30 properties were distributed the circular with 11 replies received, equating to a 30% response rate.

Table 1: Response Total

Proposal	Agree	Disagree	Responded, But Opinion Not Stated	Did Not Respond
Install Speed Cushions	7 (23%)	2 (7%)	0 (0%)	21 (70%)



Community Response

The below table includes the responses from the community which were provided with their votes in favour of, or opposed to, the proposal.

Respondent Comments in Favour
Much needed in Bendigo Street to slow drivers down.
This is long overdue - we have already been asked to vote on this so not sure why second vote is required.
Very supportive of anything that will reduce the speed of vehicles in Bendigo Street - before somebody gets injured.
I am very pleased with this decision to install speed cushions on Bendigo Street. If possible I would be very grateful if you could install another speed cushion.

No objections were received by properties directly abutting the speed cushions.

Consideration of Comments

A respondent requested for another set of speed cushions to be installed as part of the proposal. The 2 sets of speed cushions are equally spaced per the recommendations in the Australian Standards, with the spacing appropriate to encourage motorists to maintain the 40 km/h speed limit on the street.

Options for Council

In considering the community feedback, the following options seem possible:

- **Proceed as presented.** The proposal received 23% support of those consulted (or 78% of respondents). There is some risk to Council with proceeding, as while the treatments could be removed if necessary without damage to the road surface, the anticipated cost of the treatments of \$6,500 could not be recovered. However, given the support provided, there are risks with not proceeding as well.
- **Abandon the proposal.** The proposal could be abandoned, however it would be difficult to justify this as the majority of respondents were in favour.



FEBRUARY 2021

Councillors Code of Conduct

STONNINGTON.VIC.GOV.AU

 [stonningtoncouncil](#)  [StonningtonNews](#)  [city-of-stonnington](#)

Contents

1	Definitions	4
2	Preamble	4
3	Overarching Principles	5
4	Councillor Values	5
5	Treatment of Others	6
5.1	Standard.....	6
5.2	Promoting Wellbeing in the Workplace	6
5.3	Fairness and equity	6
5.4	Harassment and discrimination.....	7
5.5	Bullying	7
5.6	Occupational Health and Safety.....	7
5.7	Disputes between Councillors.....	8
5.7.1	<i>Resolving Conduct Related Matters</i>	8
5.7.2	<i>Self Resolution (Optional)</i>	8
5.7.3	<i>Optional Mediation Undertaken by an External Mediator</i>	10
5.7.4	<i>Internal Arbitration Process</i>	11
5.7.5	<i>Councillor Conduct Panel</i>	13
5.7.6	<i>The Victorian Civil and Administrative Tribunal (VCAT)</i>	14
5.7.7	<i>Handling and Use of Confidential and Personal Information</i>	14
5.8	Councillor Relationships with Council Staff	15
5.9	Binding Caucus Votes.....	16
5.10	Obligations in Relation to Meetings.....	16
5.11	Disputes between Councillors and Council Staff.....	17
5.12	Disputes between Members of the Public and Councillors	17
5.13	Access to Council Buildings.....	17
6	The Council and performing the role of the Councillor	17
6.1	Standard.....	17
6.2	The Council's role	18
7	Roles and Responsibilities	18
7.1	The Role of the Mayor	18
7.2	The Role of the Councillor	19
7.3	The Role of the Chief Executive Officer (CEO)	20
7.4	The Role of Councillor Conduct Officer.....	21

8	Councillor Misconduct	21
8.1	Misconduct	21
	8.1.1 <i>Serious Misconduct</i>	21
	8.1.2 <i>Gross Misconduct</i>	22
9	Compliance with Good Governance Principles	22
9.1	Standard	22
9.2	Elections	22
9.3	Planning and Lobbying	22
9.4	Social Media	22
10	Reputation of the Council.....	23
10.1	Standard	23
10.2	Conflict of Interest.....	23
10.3	Significant and/or Intimate Relationships	24
10.4	Gifts and Hospitality	24
10.5	Reporting Fraud and Corruption	24
10.6	Use of Council Resources	24

DRAFT

1 DEFINITIONS

AB	Arbitrator
CCO	Councillor Conduct Officer
CCP	Councillor Conduct Panel
CEO	Chief Executive Officer
CMI	Chief Municipal Inspector
Code	This Councillor Code of Conduct
IBAC	Independent Broad-based anticorruption Commission
LGA	Local Government Act
LGI	Local Government Inspectorate
ME	Mediator
MAV	Municipal Association Victoria
Officer	A member of Council staff
OHS Act	<i>Occupational Health and Safety Act 2004</i>
PCCR	Principal Councillor Conduct Registrar
Standards of Conduct	The standards of conduct prescribed by the Regulations
Regulations	<i>Local Government (Governance and Integrity) Regulations 2020</i>
VCAT	Victoria Civic and Administrative Tribunal

2 PREAMBLE

The *Local Government Act 2020* requires that a Council must have adopted a Councillors Code of Conduct. The purpose of the Code is to specify the standards of conduct and behaviour expected from Councillors in performing their duties and functions including prohibiting discrimination, harassment and vilification¹.

It is important that as a Councillor you must commit to the required standards of the Code of Conduct which are laid down in the *Local Government (Governance and Integrity) Regulation 2020* and the four standards are outlined in this document.

A Code of Conduct whilst a statutory requirement is seen as good governance that provides clear direction of the expectations of elected members and supplements the training provided as part of the Councillor Induction programme.

The Officers of Council are not empowered to discipline or admonish Councillors where a breach of this Code or any regulatory framework may have been violated. Officers may however report any complaints directly to the Local Government Inspectorate (LGI) or Independent Broad-based Anticorruption Commission (IBAC) for investigation.

¹ S 139 *Local Government Act 2020*.

3 OVERARCHING PRINCIPLES

- a. The Council is required in the performance of its role to observe the following overarching governance principles². These requirements should be front of mind in fulfilling the role of both Councillors and the Council.
- i. *Council decisions are to be made and actions taken in accordance with the relevant law;*
 - ii. *priority is to be given to achieving the best outcomes for the municipal community, including future generations;*
 - iii. *the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted;*
 - iv. *the municipal community is to be engaged in strategic planning and strategic decision making;*
 - v. *innovation and continuous improvement is to be pursued;*
 - vi. *collaboration with other Councils and Governments and statutory bodies is to be sought;*
 - vii. *the ongoing financial viability of the Council is to be ensured;*
 - viii. *regional, state and national plans and policies are to be taken into account in strategic planning and decision making;*
 - ix. *the transparency of Council decisions, actions and information is to be ensured.*

4 COUNCILLOR VALUES

As a result of a workshop the following have been adopted as the shared values and behaviours expected of City of Stonnington councillors for the current electoral term.

- Integrity
- Courage
- Accountability
- Respect
- Excellence

² S 45 Local Government Act 2020.

5 TREATMENT OF OTHERS

5.1 Standard

A Councillor must, in performing the role of a Councillor, treat other Councillors, members of Council staff, the municipal community and members of the public with dignity, fairness, objectivity, courtesy and respect, including by ensuring that the Councillor:

- (a) takes positive action to eliminate discrimination, sexual harassment and victimisation in accordance with the *Equal Opportunity Act 2010*; and
- (b) supports the Council in fulfilling its obligation to achieve and promote gender equality; and
- (c) does not engage in abusive, obscene or threatening behaviour in their dealings with members of the public, Council staff and Councillors; and
- (d) in considering the diversity of interests and needs of the municipal community, treats all persons with respect and has due regard for their opinions, beliefs, rights and responsibilities; and
- (e) ensures that all public comments are factually correct, non-defamatory and are evidenced based; and
- (f) does not engage in any behavior which reflects poorly on the Councillor or brings the Council into disrepute.

5.2 Promoting Wellbeing in the Workplace

Stonnington prides itself on having a culture that embraces and encourages diversity and inclusion. This diversity is reflected in our workforce and the backgrounds of our elected members.

Diversity encompasses differences in our work background, experience, education, age, gender, race, national origin, ethnicity, disability, religious belief, sexual orientation, gender identity, and other real and perceived differences.

An inclusive culture is one where everyone feels valued, respected and willing to contribute their talents and perspectives. Inclusion occurs when everyone can fully participate in the workplace and have equal access to opportunities.

Our commitment to diversity and inclusion also helps us to provide a more innovative, responsive and customer focused organisation.

There is a responsibility for Councillors to support and promote diversity, equality and the elimination of discrimination in the Council workplace. A range of workplace policies have been implemented at Council and legislative requirements support these ideals.

5.3 Fairness and equity

Councillors must consider issues consistently, promptly and fairly. You must deal with matters in accordance with established procedures and in a non-discriminatory manner. Know the relevant facts that you should be reasonably aware in assessing the particular merits of each case. Do not take irrelevant matters or circumstances into consideration when making decisions.

5.4 Harassment and discrimination

As a Councillor you must not harass or unlawfully discriminate against others, or support others who harass or unlawfully discriminate against others, on the grounds of age, disability, race (including colour, national or ethnic origin or immigrant status), sex, pregnancy, marital or relationship status, family responsibilities or breastfeeding, sexual orientation, gender identity or intersex status or political, religious or other affiliation.

For the purposes of this code, “harassment” is any form of behaviour towards a person that:

- is not wanted by the person
- offends, humiliates or intimidates the person, and
- creates a hostile environment.

5.5 Bullying

Councillors must not engage in bullying behaviour towards others.

For the purposes of this code, “bullying behaviour” is any behaviour in which:

- a person or a group of people repeatedly behaves unreasonably towards another person or a group of persons, and
- the behaviour creates a risk to health and safety.

Bullying behaviour may involve, but is not limited to, any of the following types of behaviour:

- aggressive, threatening or intimidating conduct
- belittling or humiliating comments
- spreading malicious rumours
- teasing, practical jokes or ‘initiation ceremonies’
- displaying offensive material
- pressure to behave in an inappropriate manner.

5.6 Occupational Health and Safety

Whilst Councillors are elected officials not employees of the Council, you have a statutory responsibility and duties under the Occupational Health and Safety Act 2004 (OHS Act). You must comply with your duties under the OHS Act and your responsibilities under any policies or procedures adopted by the council to ensure workplace health and safety.

Specifically, you must:

- take reasonable care for your own health and safety
- take reasonable care that your acts or omissions do not adversely affect the health and safety of other persons
- comply, so far as you are reasonably able, with any reasonable instruction that is given to ensure compliance with the OHS Act and any policies or procedures adopted by the council to ensure workplace health and safety

- cooperate with any reasonable policy or procedure of the council relating to workplace health or safety that has been notified to council staff
- report accidents, incidents, near misses, to the CEO or such other staff member nominated by the CEO, and take part in any incident investigations
- so far as is reasonably practicable, consult, co-operate and coordinate with all others who have a duty under the OHS Act in relation to the same matter.

5.7 Disputes between Councillors

5.7.1 Resolving Conduct Related Matters

At times there may be disputes between Councillors that extend beyond political differences or differences of opinion and may lead to an application being made to commence the dispute resolution processes in this Code.

Before commencing any formal dispute resolution process, the Councillors who are parties to a dispute will use their best endeavours to resolve the matter in a courteous and respectful manner between themselves. After all attempts have been exhausted, and the matter remains unresolved, the parties may resort to any or all of the available dispute resolution processes, set out in this Code.

That said, Councillors acknowledge that not all disputes will be suitable for resolution without resort to formal processes. For example, a Councillor who feels that they have been subjected to bullying or sexual harassment by another Councillor may not be comfortable pursuing any of the informal dispute resolution processes set out in this Code. Those informal dispute resolution processes are not compulsory in the case of alleged bullying or sexual harassment and, while Councillors are generally encouraged to resolve disputes informally, there is no expectation that they will do so in those circumstances.

A Councillor who feels that they have been subjected to bullying or sexual harassment by another Councillor may, instead of, or as well as, following the dispute resolution processes set out in this Code:

- make an allegation of 'serious misconduct' by way of an application to convene a Councillor Conduct Panel in accordance with the Act, with details of that process available from the CCO; and/or
- make a complaint to an appropriate external body, such as the Local Government Inspectorate, the Victorian Equal Opportunity and Human Rights Commission and Victoria Police.

5.7.2 Self Resolution (Optional)

Under this Code, conduct related matters should, in the first instance be, addressed internally and usually are:

- an interpersonal conflict between Councillors, where the conflict is or is likely to affect the operations of Council; or
- an alleged contravention of the Standards of Conduct or other parts of this Code.

Either or both Councillors may request the Mayor to convene a meeting of the parties.

The Councillor requesting the self-resolution meeting (**Applicant**) will make a written request to the Mayor, with a copy to the CCO, advising of the name of the other Councillor(s) (**Respondent(s)**) and the written details of the dispute. The written request must:

- specify the name of the other Councillor(s)
- an outline of the interpersonal conflict or alleged contravention of the Code;
- specify the provisions of the Code that allegedly have been contravened;
- include evidence in support of the allegation;
- name the Councillor appointed to be their representative where the request has been made by a group of Councillors; and
- it must be signed and dated.

The Mayor is to contact the Respondent(s) within five working days of receiving the request from the Applicant to ascertain whether or not the Respondent(s) is prepared to attend the meeting.

The Respondent(s) is required to advise the Mayor within five days if they are prepared to attend the meeting and the Mayor shall advise the Applicant immediately of such advice. No further action is required of the Mayor. Declining to participate in a meeting does not constitute a contravention of this Code and the Applicant may consider whether to escalate the request to a later stage in the dispute resolution process. If the Respondent(s) fails to inform the Mayor whether they are prepared to attend the meeting within five working days of the Mayor's communication, they will be taken to have declined.

If the Respondent(s) consents to the meeting, the Mayor will convene the meeting as soon as possible, which should be within five working days of receiving consent to the meeting.

The Mayor may present the parties with guidelines in advance of or at the meeting, to help facilitate the meeting.

The Mayor will document any resolution to the matter reached at the meeting. Copies of the resolution are to be provided to all parties and the CCO. If a resolution cannot be reached at the meeting, the Applicant may consider whether to escalate the request to a later stage in the dispute resolution process.

Where the parties reach a resolution to the matter, the document containing the basis of that resolution is to be signed by the parties and witnessed by the Mayor.

If the parties cannot resolve the dispute at the meeting a further meeting may be convened with the consent of all concerned. If the dispute remains unresolved, the Applicant may consider whether to escalate the request to a later stage in the dispute resolution process.

Where the Mayor is a party to the dispute the application is to be made:

- a) in the first instance, to the Deputy Mayor (if the Deputy Mayor is not a party to the dispute); or
- b) in the event that (a) is not possible, the immediate past Mayor (if the immediate past Mayor is not a party to the dispute).

The person so appointed will perform the functions as outlined as if he or she was the Mayor.

5.7.3 *Optional Mediation Undertaken by an External Mediator*

This process is discretionary and a further means to resolve conflicts between Councillors. It is a process coordinated by the Council whereas a process for "internal arbitration" is mandated in the Local Government Act 2020.

A Councillor or a group of Councillors may make an application for a dispute to the CCO to be dealt with under Optional Mediation for similar reasons to those outlined under optional self-resolution, whether or not the dispute has been the subject to self-resolution process.

The Councillor making the request for Optional Mediation (**Applicant**) is to submit a written application to the CCO setting out the name of the Councillor(s) who is the subject of the allegation (**Respondent(s)**) and the details of the dispute. The application is to indicate that the dispute/issue is to be referred for Optional Mediation. The application must:

- specify the name of the Respondent(s);
- outline the alleged contravention(s) of the Code;
- specify the provisions of the Code that allegedly have been contravened;
- include evidence in support of the allegation(s);
- name the Councillor appointed to be their representative, where the request has been made by a group of Councillors; and
- be signed and dated.

A copy of the request and details is to be provided to all Councillor(s) at the same time as it is submitted to the CCO.

The CCO is to ascertain (in writing) whether or not the other Councillor(s) is prepared to attend the optional mediation and if they decline to participate, the Councillor must advise the CCO in writing of the reasons for doing so. These reasons may be taken into account if the matter is subsequently the subject of an application to the Councillor Conduct Panel³. Declining to participate in an external mediation does not constitute a contravention of this Code.

If the Respondent(s) agree to Optional Mediation, the CCO will advise the applicant, the Mayor and the CEO immediately. The CEO will then arrange for an independent, external mediator to be appointed by either the Chief Executive of the MAV or the Institute of Arbitrators and Mediators Australia.

³ S 154 Local Government Act 2020.

The mediator will facilitate the Optional Mediation as soon as practicable after their appointment. The mediation will occur within 20 working days after their engagement, unless otherwise agreed by the parties. The mediator will document any agreement reached. Copies of the agreement are to be provided to all parties, the Mayor and the CCO.

If the parties cannot agree to an outcome, the Applicant may consider whether to escalate the matter to internal arbitration, if the dispute relates to an alleged contravention of the Standards of Conduct.

5.7.4 *Internal Arbitration Process*⁴

This is a process prescribed by the Act whereby an application can be made for an independent arbiter to investigate alleged misconduct (i.e. a breach of one or more of the Standards of Conduct) by a Councillor(s). An application may be made by:

- a Councillor;
- a group of Councillors; or
- Council resolution.

An application for Internal Arbitration must:

- specify the name of the Councillor(s) alleged to have breached the Standards of Conduct (**Respondent(s)**);
- specify the clause(s) of the Standards of Conduct that the Respondent(s) is alleged to have breached;
- specify the misconduct that the Respondent(s) is alleged to have engaged in that resulted in the breach;
- include evidence in support of the allegation(s);
- name the Councillor appointed to be their representative, where the request has been made by a group of Councillors; and
- be signed and dated.

When a compliant application is submitted to the CCO, the CCO will:

- refer the application to the PCCR for assessment;
- provide a copy of the application to the Respondent(s);
- notify the Applicant and the Respondent(s) of the referral;
- notify the Mayor and the CEO (for their information only);
- await advice from the PCCR about the application; and

⁴ S 141 Local Government Act 2020.

- take such steps as are necessary to give effect to the PCCR's advice, in accordance with any instructions received.

Councillors recognise that an application for Internal Arbitration for an alleged breach of the Standards of Conduct will only be accepted by the PCCR, and an independent arbiter will only be appointed, if the PCCR is satisfied that:

- the application is not frivolous, vexatious, misconceived or lacking in substance; and
- there is sufficient evidence to support an allegation of a breach of the Standards of Conduct.

It is for the Councillor submitting an application to ensure that the application meets these requirements.

If the PCCR is satisfied that an application for Internal Arbitration should be accepted, the PCCR will appoint an independent arbiter from a panel list maintained by the Secretary to the Department of Jobs, Precincts and Regions⁵.

The independent arbiter will conduct the Internal Arbitration process in accordance with legal requirements⁶ and must:

- ensure that the parties involved are given an opportunity to be heard;
- ensure that a Councillor who is a party does not have a right to representation, unless the arbiter considers that representation is necessary to ensure that the process is conducted fairly;
- ensure that the hearing is not open to the public.

Additionally, in conducting an Internal Arbitration, the independent arbiter:

- may hear each party to the matter in person or solely by written or electronic means of communication;
- is not bound by the rules of evidence and may be informed in any manner the independent arbiter sees fit; and
- may at any time discontinue the hearing if the independent arbiter considers that the:
 - application is vexatious, misconceived or lacking in substance; or
 - Councillor making the application, or representing the group of Councillors making the application, has not responded, or has responded inadequately, to a request for further information.

⁵ S 143 Local Government Act 2020.

⁶ Reg 11 Local Government (Governance & integrity) Regulation 2020

If it is determined, at the conclusion of the Internal Arbitration process, that the Respondent(s) has failed to comply with the Standards of Conduct, the arbiter may make a finding of misconduct against the Respondent(s) and can do one or more of the following⁷—

- direct the Respondent(s) to make an apology in a form or manner specified by the independent arbiter;
- suspend the Respondent(s) from the office of Councillor for a period specified by the independent arbiter not exceeding one month;
- direct that the Respondent(s) be removed from any position where the Respondent(s) represents Council for the period determined by the independent arbiter;
- direct that the Respondent(s) is removed from being the chair of a delegated committee for the period determined by the independent arbiter;
- direct the Respondent(s) to attend or undergo training or counselling specified by the independent arbiter.

The independent arbiter must provide a written copy of their decision and statement of reasons to:

- Council;
- the Applicant(s);
- the Respondent(s); and
- the PCCR.

A copy of that decision and those reasons must be tabled at the next Ordinary Council meeting after they have been received and recorded in the minutes of that Ordinary Council meeting (provided that any confidential information must first be redacted from the decision and reasons).

The independent arbiter, at any time during the Internal Arbitration process, must refer a matter of serious misconduct to the PCCR for action.

A Councillor who does not participate in the Internal Arbitration process may be guilty of serious misconduct.

5.7.5 *Councillor Conduct Panel*⁸

An allegation of serious misconduct by a Councillor(s) can be the subject of an application to the PCCR to convene a (CCP). An application must be made within 12 months of the

⁷ S 147 Local Government Act 2020.

⁸ Part 5 Division 7 Local Government Act 2020.

alleged serious misconduct occurring, and details of the application process can be obtained from the CCO.

On making a finding of serious misconduct, the CCP can impose a range of sanctions, including:

- directing that the Respondent(s) make an apology in a form or manner specified by the CCP; and
- suspending the Respondent(s) from office for a period not exceeding 12 months.

A Councillor who is subject to a finding of serious misconduct is automatically disqualified from holding the office of Mayor for the remainder of their term.

5.7.6 The Victorian Civil and Administrative Tribunal (VCAT).

A person who is affected by the decision made by a CCP may apply to VCAT for a review of the decision. In addition, VCAT may hear an application made by the CMI that alleges gross misconduct by a Councillor.

VCAT may order that the Councillor is disqualified for a period up to eight years; and the office of the Councillor is vacated, in which case the Victorian Electoral Commission conducts an electronic countback of votes from the previous election to fill the vacancy.

5.7.7 Handling and Use of Confidential and Personal Information

Councillors must maintain the integrity and security of confidential information in their possession, or for which they are responsible. It is expected that all Councillors will be prudent in the use of information acquired in their role as a Councillor.

In addition the general obligations relating to the use of council information, Councillors must:

- only access confidential information that they are authorised to access and only do so for the purposes of exercising official functions.
- protect confidential information.
- only release confidential information if there is authority to do so.
- only use confidential information for the purpose for which it is intended to be used.
- not use confidential information gained through their official position for the purpose of securing a private benefit for themselves or for any other person.
- not use confidential information with the intention to cause harm or detriment to the Council or any other person or body.
- Respect Council's policies in relation to public comments and communications with the media and the persons authorised to speak on Council's behalf.
- not disclose any confidential information discussed during a confidential session of a council or committee meeting or any other confidential forum (such as, but not limited to, workshops or briefing sessions).

When dealing with personal information Councillors must comply with the Privacy and Data Protection Act 2014 and Council's privacy obligations. This includes the release of personal details about individuals including, name, address, family details, phone numbers, email address and other more sensitive information including racial or ethnic origin, political memberships and opinions, religious beliefs or affiliations, philosophical beliefs, professional, trade or union memberships; sexual preferences or practices; or a criminal record.

5.8 Councillor Relationships with Council Staff

The role of the Council is defined in the *Local Government Act 2020* and the good governance principles.

Council's role includes the development and endorsement of the strategic plans, programs, strategies and policies of the Council and to keep the performance of the Council under review.

The CEO is responsible for the day-to-day management of the Council in accordance with the Council Plan and other strategies, plans, programs, and policies of the Council and will facilitate implementation without undue delay Council decisions. The CEO shall ensure that the Mayor and Councillors are given timely information and advice and will arrange administrative and professional support necessary to effectively discharge their official functions.

The two roles are distinctly different, mutually exclusive and to achieve the best results all parties must work together as a team and mutually respect each other's role.

Councillors must:

- acknowledge that the CEO, in accordance with the Act, is responsible for staff and the administrative management of the Council;
- acknowledge that they are not responsible for implementing Council actions;
- not direct Council staff⁹ other than by giving appropriate direction to the CEO (or the CEO's delegate).
- not contact a member of the staff of the Council on Council-related business unless in accordance with the policy and procedures governing the interaction of Councillors and Council staff.
- not contact or issue instructions to any of the Council's contractors, including the Council's legal advisers.
- refrain from using their position to improperly influence members of staff in their duties or functions to gain advantage for themselves or others;

⁹ S 124 *Local Government Act 2020*

- respect the role of Council officers and staff and treat them in a way that engenders mutual respect at all times;
- acknowledge the professional obligation officers have to give advice based on their knowledge and experience and to write reports and recommendations in a professional, objective and unbiased way;
- act with courtesy towards Council staff and avoid intimidatory behaviour; and
- refrain from publicly criticising Council Officers in a way that casts aspersions on their professional competency or credibility. Councillors should advise the CEO in a timely manner of any concerns that they may have with any Council officer.

Similarly, Council staff members must:

- give their attention to the business of the Council while on duty;
- ensure that their work is carried out ethically, efficiently, economically and effectively;
- carry out reasonable and lawful directions given by any person having authority to give such directions;
- give effect to the lawful decisions, policies and procedures of the Council, whether or not the staff member agrees with or approves of them;
- ensure that any participation in political activities outside the service of the Council does not interfere with the performance of their official duties.

5.9 Binding Caucus Votes

A binding caucus vote is a process whereby a group of Councillors are compelled by a threat of disciplinary or other adverse action to comply with a predetermined position on a matter before the Council or committee, irrespective of the personal views of individual members of the group on the merits of the matter before the Council or committee.

Councillors must not participate in binding caucus votes in relation to matters to be considered at a Council or committee meeting.

Nevertheless, Councillors are not prohibited from discussing a matter before the Council or committee prior to considering the matter in question at a Council or committee meeting, or from voluntarily holding a shared view with other councillors on the merits of a matter.

These provisions do not apply to a decision to elect the Mayor or Deputy Mayor, or to nominate a person to be a member of a Council Committee or a representative of the Council on an external body.

5.10 Obligations in Relation to Meetings

Councillors must comply with rulings by the Chair at Council and committee meetings or other proceedings of the Council unless a motion dissenting from the ruling is passed.

Councillors must not engage in bullying behaviour towards the Chair, other Council officials or any members of the public present during Council or committee meetings or other proceedings of the Council (such as, but not limited to, workshops and briefing sessions).

In addition, Councillors must not engage in conduct that disrupts Council or committee meetings or other proceedings of the Council (such as, but not limited to, workshops and briefing sessions), or that would otherwise be inconsistent with the orderly conduct of meetings.

Councillors must not engage in any acts of disorder or other conduct that is intended to prevent the proper or effective functioning of the Council, or of a committee of the Council. Without limiting this clause, they must not:

- leave a meeting of the Council or a committee for the purposes of depriving the meeting of a quorum, or
- submit a rescission motion with respect to a decision for the purposes of voting against it to prevent another Councillor from submitting a rescission motion with respect to the same decision, or
- deliberately seek to impede the consideration of business at a meeting.

5.11 Disputes between Councillors and Council Staff

At times Councillors and staff members may have disagreements or disputes. Any such issues shall be addressed in accordance with a Councillor and Staff Interaction Protocol developed in accordance with S 46(3)(c) of the *Local Government Act 2020*.

5.12 Disputes between Members of the Public and Councillors

Members of the public at times may make a complaint against a Councillor. Any such complaint shall be dealt with in accordance with the City of Stonnington's *Complaints Handling Policy* and a *Customer Service Charter*.

5.13 Access to Council Buildings

Councillors may only enter the areas designated above and should not access operational areas with the exception of egress or access to bathroom facilities.

6 THE COUNCIL AND PERFORMING THE ROLE OF THE COUNCILLOR

6.1 Standard

A Councillor must, in performing their role do everything reasonably necessary to ensure that they performs the role of a Councillor effectively and responsibly, including by ensuring that they

- a) undertake any training or professional development activities the Council decides it is necessary for all Councillors to undertake in order to effectively perform the role of a Councillor;
- b) diligently use Council processes to become informed about matters which are subject to Council decisions;
- c) is fit to conscientiously perform the role of a Councillor when acting in that capacity or purporting to act in that capacity; and
- d) represents the interests of the municipal community in performing the role of a Councillor by considering and being responsive to the diversity of interests and needs of the municipal community.

6.2 The Council's role

The Council is the elected governance body for the City. It must provide good governance for the benefit and wellbeing of its residents. Councillors comprise the Council, which oversees the service provided to the Community and represents the community on issues of concern.

Guidance in this role is provided by the good governance principles now included in the *Local Government Act 2020*.

Namely that Council decisions are to be made and actions taken in accordance with the relevant law:

- priority is to be given to achieving the best outcomes for the municipal community, including future generations
- the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted
- the municipal community is to be engaged in strategic planning and strategic decision making
- innovation and continuous improvement is to be pursued
- collaboration with other Councils and Governments and statutory bodies is to be sought;
- the ongoing financial viability of the Council is to be ensured
- regional, state and national plans and policies are to be taken into account in strategic planning and decision making, and
- the transparency of Council decisions, actions and information is to be ensured.

The Act also provides further guidance with principles outlined for community engagement, public transparency, strategic planning, financial management and service performance.

7 ROLES AND RESPONSIBILITIES

7.1 The Role of the Mayor

The Mayor, as the lead Councillor is considered to be “the voice of the Council” and a leader within the local community. It is a demanding role with extra workload and civic responsibilities additional to the role of a Councillor.

The Mayor is elected by their fellow Councillors for a one or two year term pending a Council decision at the first meeting after the general election. This is usually held in November. The procedure is outlined in the Governance Rules

The Mayor is “first among equals” and he or she has the same role and responsibilities as other Councillors but has additional responsibilities that reflects their leadership role.

The Local Government Act 2020 provides that the role of the Mayor is to:

- chair Council meetings
- be the principal spokesperson for the Council

- lead engagement with the municipal community on the development of the Council Plan
- report to the municipal community, at least annually, on the implementation of the Council Plan
- promote behaviour among Councillors that meets the standards of conduct set out in the Councillor Code of Conduct
- assist Councillors to understand their role
- take a leadership role in ensuring the regular review of the performance of the CEO
- provide advice to the CEO when the CEO is setting the agenda for Council meetings, and
- perform civic and ceremonial duties on behalf of the Council.

There is a significant advocacy role assumed by the Mayor on behalf of the local community.

7.2 The Role of the Councillor

Being a councillor is one of the most rewarding forms of public service. As a democratically elected local representative, their role is a unique and privileged position which has the potential to make a real difference to people's lives and the community.

Being a good Councillor is demanding and an expectation exists to balance the needs and interests of the local area and residents, community groups, local businesses and the Council. Legitimate demands will be made for time in addition to the existing commitments to family, friends and career.

Councillors will have many different roles to balance. First and foremost, a Councillor will represent their ward, engaging with residents and groups of on a wide range of different issues and taking on an important community leadership role.

At the Council, they will contribute to the development of policies and strategies, including its budget setting and may be involved in reviewing staff recommendations or making decisions on planning matters. Councillors provide a bridge between the community and the Council.

As a Councillor they are responsible for making fair and just decisions in the best interests of all residents and the wider Stonnington community.

The *Local Government Act 2020* requires all Councillors to fulfil the expectation of their role and are required to:

- participate in the decision making of the Council;
- represent the interests of the municipal community in that decision making, and
- contribute to the strategic direction of the Council through the development and review of key strategic documents of the Council, including the Council Plan.

In performing your role as a Councillor, Councillors must:

- consider the diversity of interests and needs of the municipal community;

- support the role of the Council;
- acknowledge and support the role of the Mayor;
- act lawfully and in accordance with the oath or affirmation of office;
- act in accordance with the standards of conduct, and
- comply with Council procedures required for good governance.

7.3 The Role of the Chief Executive Officer (CEO)

The CEO is the most senior employee of a Council and is the only member of staff selected and appointed by Councillors and the only officer to which Councillors may give a direction. This is a key position and vital to the success of the Council.

The CEO's role is to implement Council decisions without undue delay and carry out functions imposed by legislation. The Council's monitors the implementation of its decisions via reports by CEO to Council.

Under the Act, the CEO has responsibility for following functions:

- supporting the Mayor and the Councillors in the performance of their roles;
- ensuring the effective and efficient management of the day to day operations of the Council;
- ensuring that the decisions of the Council are implemented without undue delay;
- ensuring that the Council receives timely and reliable advice;
- setting the agenda for Council meetings after consulting the Mayor;
- when requested by the Mayor, reporting to the Council in respect of the implementation of a Council decision;
- carrying out the Council's responsibilities with respect to the *Workplace Injury Rehabilitation and Compensation Act 2013*;
- establishing and maintaining an organisational structure for the Council;
- being responsible for all staffing matters, including appointing, directing, managing and dismissing members of Council staff; and
- managing interactions between staff and Councillors and ensuring that policies, practices and protocols that support arrangements such are developed and implemented.

Strategy development is a requirement of the role and the CEO must deliver the Council Plan, a Workforce Plan, annual financial plans and other strategies determined by the Council and by the Local Government Act 2020.

The CEO can delegate to staff specific functions that have been approved by the Council for delegation. This is important to provide direction of staff responsibilities and provide operational boundaries.

The CEO is a contract appointment determined in accordance with the Council's Chief Executive Officer Employment and Remuneration Policy which covers recruitment,

employment conditions and remuneration, a process for performance monitoring and an annual review.

7.4 The Role of Councillor Conduct Officer.

The CEO can appoint a member of staff as the Councillor Conduct Officer¹⁰ (CCO) who will co-ordinate any request for internal arbitration in accordance with Clause 5.7.4.

For the City of Stonnington, the Chief People Officer has been appointed to this role.

8 COUNCILLOR MISCONDUCT

There are three levels categorised by degree of severity; misconduct, serious misconduct and gross misconduct.

Allegations determined by level of transgression.

8.1 Misconduct

- Types – abuse, inappropriate behaviour and predominantly Code of Conduct breaches.
- Internal Arbitration process exists for reporting and considering breach of the standards of conduct.
- Complaint can be lodged by Council, a Councillor or group of Councillors.
- Independent arbiter appointed to consider reported breaches and make findings.
- Sanctions can be ordered including an apology, suspension or removal from office.

8.1.1 Serious Misconduct

- Types – bullying, failure to comply with arbiters sanction, conflict of interest, sexual harassment etc.
- CEO to appoint a Councillor Conduct Officer to assist with these matters.
- Complaint can be lodged by Council, a Councillor or group of Councillors or Chief Municipal Inspector (CMI)
- Councillor Conduct Panel appointed and conducts a hearing to consider serious misconduct complaints.
- May make findings of misconduct or serious misconduct and suggest remedial actions.
- Serious misconduct could lead to suspension or dismissal as a Councillor.

¹⁰ S 150 Local Government Act 2020.

- Some offences to be notified to CMI and there are appeal provisions to VCAT.

8.1.2 *Gross Misconduct*

- Types – not of good character and not fit to hold office.
- CMI can refer matters considered gross misconduct to VCAT for determination.

9 COMPLIANCE WITH GOOD GOVERNANCE PRINCIPLES

9.1 Standard

A Councillor, in performing the role of a Councillor, to ensure the good governance of the Council, must diligently and properly comply with the following—

- a) any policy, practice or protocol developed and implemented by the Chief Executive Officer in accordance with section 46 of the Act for managing interactions between members of Council staff and Councillors;
- b) the Council Expenses Policy adopted and maintained by the Council under section 41 of the Act;
- c) the Governance Rules developed, adopted and kept in force by the Council under section 60 of the Act; and
- d) any directions of the Minister issued under section 175 of the Act.

9.2 Elections

Elections conducted by the City of Stonnington shall be conducted fairly and democratically and in accordance with the highest standards of governance, the *Local Government Act 2020* and the *Electoral Act 2002*. A sitting Councillor during any election period is obliged to abide by the requirements of the applicable legislation and the Council Election Period Policy (which forms part of the Council's adopted Governance Rules) and, whether or not standing for re-election, will at all times act respectfully towards all candidates for the election.

Councillors that nominate as candidates in Federal or State Elections shall not use their position as a Stonnington Councillor to further their campaign for election to another level of Government.

9.3 Planning and Lobbying

The Council has adopted a protocol in respect of lobbying of Councillors in respect of planning and other matters. Councillors are required to observe these protocols in dealing with lobbying and representations to support matters that come before the Council for a decision.

9.4 Social Media

Social media is part of society's fabric and an integral part of our daily lives. Councillors can have personal or public office social media accounts but must operate such accounts and any posts or comments that are made in a respectful and appropriate way that accords with this Code of Conduct.

Transparency is a fundamental cornerstone of the Local Government Act 2020 reforms and accordingly Councillors must not at any time use any non-official letterhead, crests, email or social media or other information that mimics Councils format or could give the appearance that it is official Council material:

Councillors must not use social media to host, post or share comments, photos, videos, electronic recordings or other information that:

- a) is offensive, humiliating, threatening or intimidating to other Council officials or those who deal with the Council;
- b) contains content about the Council that is misleading or deceptive;
- c) divulges confidential Council information;
- d) breaches the privacy of other Council officials or those who deal with Council;
- e) contains allegations of suspected breaches of this code or information about the consideration of a matter under the Procedures, or
- f) could be perceived to be an official comment on behalf of the Council where you have not been authorised to make such comment.

Whilst Council is in the Caretaker Period prior to a Council election, Council social media accounts must not engage with the accounts of elected Councillors, candidates or potential candidates. Further, any links to Council social media accounts should be turned off and not be operative during the Caretaker Period.

Councillors should not use their personal social media accounts to personally criticise Council staff or denigrate fellow Councillors or members of the community. Any such criticism would be a breach of the Code of Conduct.

Councillors and Council staff should not have direct communications on Council business via social media. All staff contact is to be coordinated through the CEO and Directors.

10 REPUTATION OF THE COUNCIL

10.1 Standard

Councillors must not discredit or mislead Council or public in performing the role of a Councillor, and must ensure that their behaviour does not bring discredit upon the Council. Further, in performing their role, a Councillor must not deliberately mislead the Council or the public about any matter related to the performance of their public duties.

10.2 Conflict of Interest

Sections 126 to 131 of the *Local Government Act 2020*, and Chapter 5 of the *Governance Rules* require each Councillor to identify, manage and disclose any conflicts of interest they may have.

Councillors must acknowledge that they have read and understand these provisions and will abide by them. In the event of an actual or perceived conflict of interest in relation to a matter, the Councillor will declare and identify this at the commencement of any discussion on the matter.

The Councillor will seek advice from the Chief Executive Officer or Governance staff if any assistance is needed in the interpretation of the legislative provisions.

Any declaration must be in writing, and must be made at any Council meeting, Committee meeting or meeting conducted under the auspices of Council, at which the matter is to be discussed.

10.3 Significant and/or Intimate Relationships

There is potentially a conflict and bias can arise from situations where relatives or people with significant and/or intimate relationships work together. This can potentially lead or be seen to lead to decisions made by a Councillor being made for reasons other than the public interest.

If a Councillor is involved in a relationship of a significant or intimate nature with another Councillor or an employee, the Councillor must disclose the fact of this relationship to the Mayor and the Chief Executive Officer.

10.4 Gifts and Hospitality

Councillors must meet any statutory obligations in relation to gifts and hospitality. In addition, they will comply with Council's Gift's Benefits and Hospitality Policy and disclose all gifts, benefits or hospitality received in accordance with the Policy.

In addition, Councillors must notify the Chief Executive Officer and Chief Governance Officer if in the conduct of their duties they are offered or receive an inappropriate offer or benefit of any kind.

10.5 Reporting Fraud and Corruption

The Council has a zero tolerance attitude to fraud and corruption and in addition to the Council policy, there are also obligations under the *Public Interest Disclosures Act 2012*.

Councillors are encouraged to make a disclosure of any improper conduct by public officers and public bodies, including Council, its employees and Councillors.

Councillors are encouraged to immediately report to the Chief Executive Officer and/or appropriate integrity body, in line with the Council's Public Interest Disclosures Procedures, any suspected, potential or actual fraudulent, criminal, unethical, corrupt or other unacceptable behaviour that comes to my knowledge.

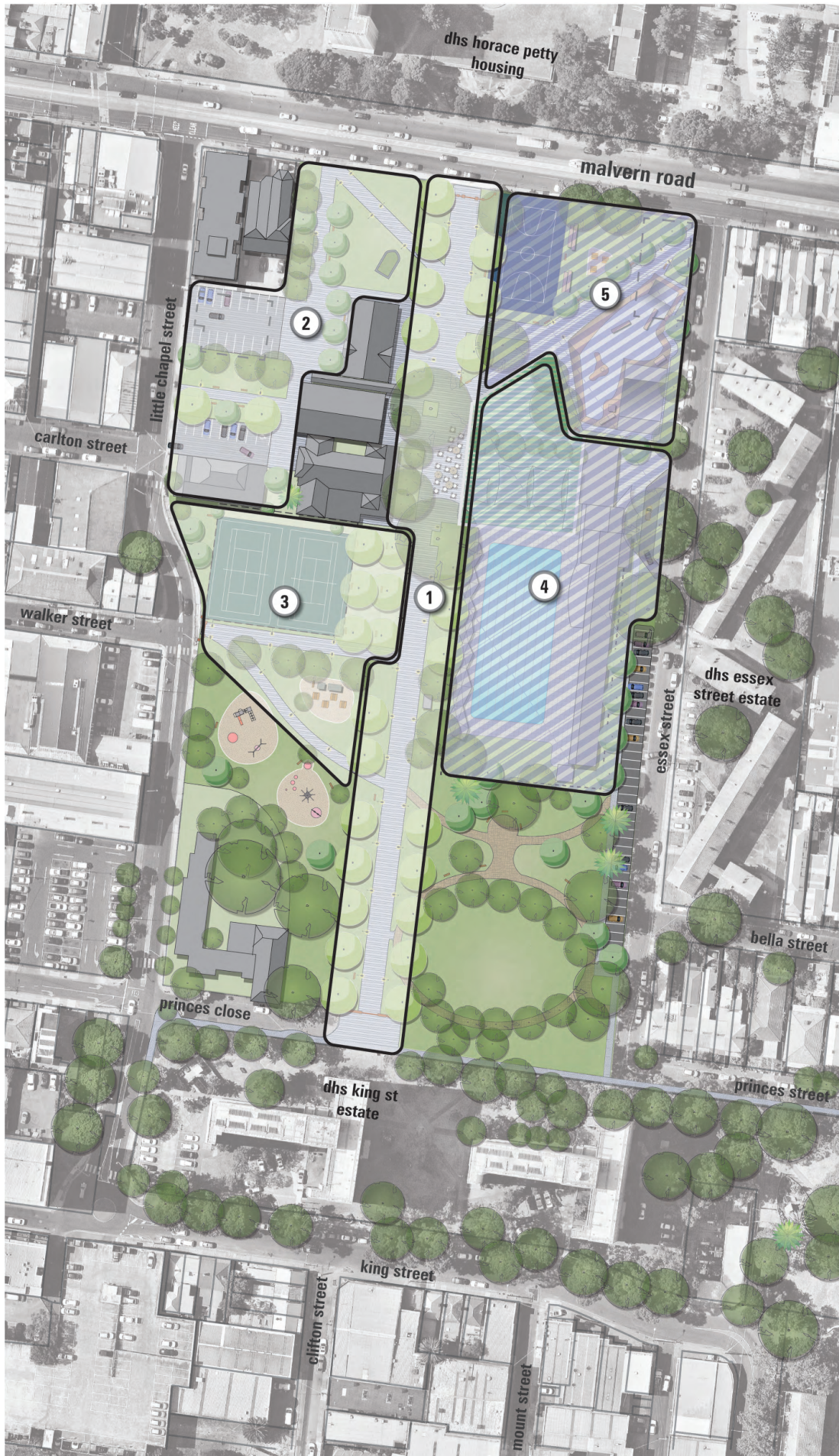
Councillors may be required to assist with any investigation whether undertaken internally or externally.

10.6 Use of Council Resources

Councillors undertake to use Council resources ethically, effectively, efficiently and carefully in exercising official functions, and not to use them for private purposes, unless this use is lawfully authorised and proper payment is made where appropriate.

Councillors also undertake to maintain adequate security over Council property, facilities and resources in their possession or control.

Any claims for expenses will be in accordance with all legislative obligations and Council policies and public funds or resources will not be used in a manner that is improper or unauthorised.



Princes Gardens Draft Masterplan

construction works staging plan

legend

- new paving
- existing paving
- new vehicular paving
- pool area
- existing parking
- basketball courts
- multi-use courts
- new skate park
- existing buildings
- existing building to be demolished
- outdoor pool shade structure
- existing play area
- furniture
- new promenade trees
- new park trees
- existing trees
- existing palm trees
- grassed area
- potential extension to aquatic centre (future projects)

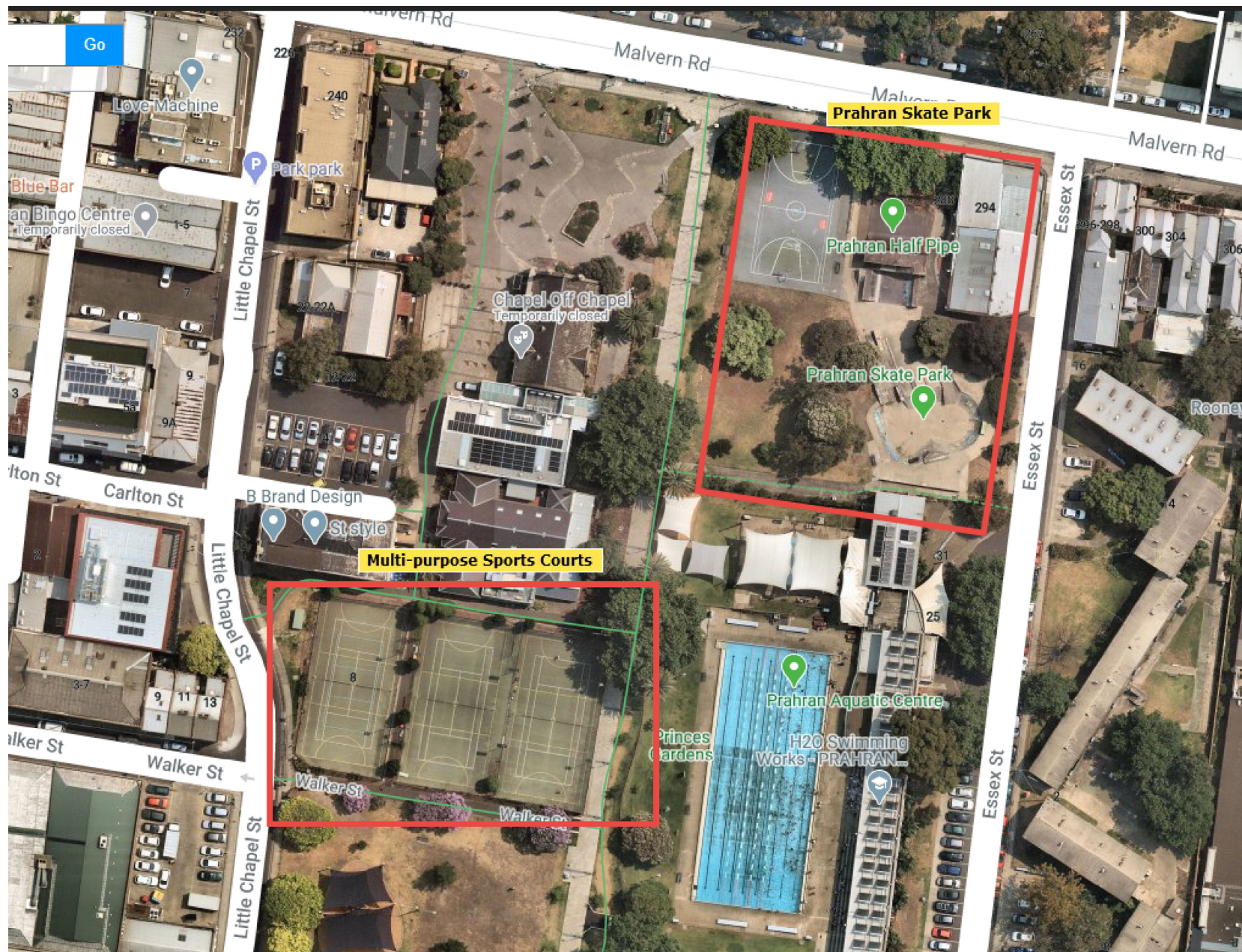
stages

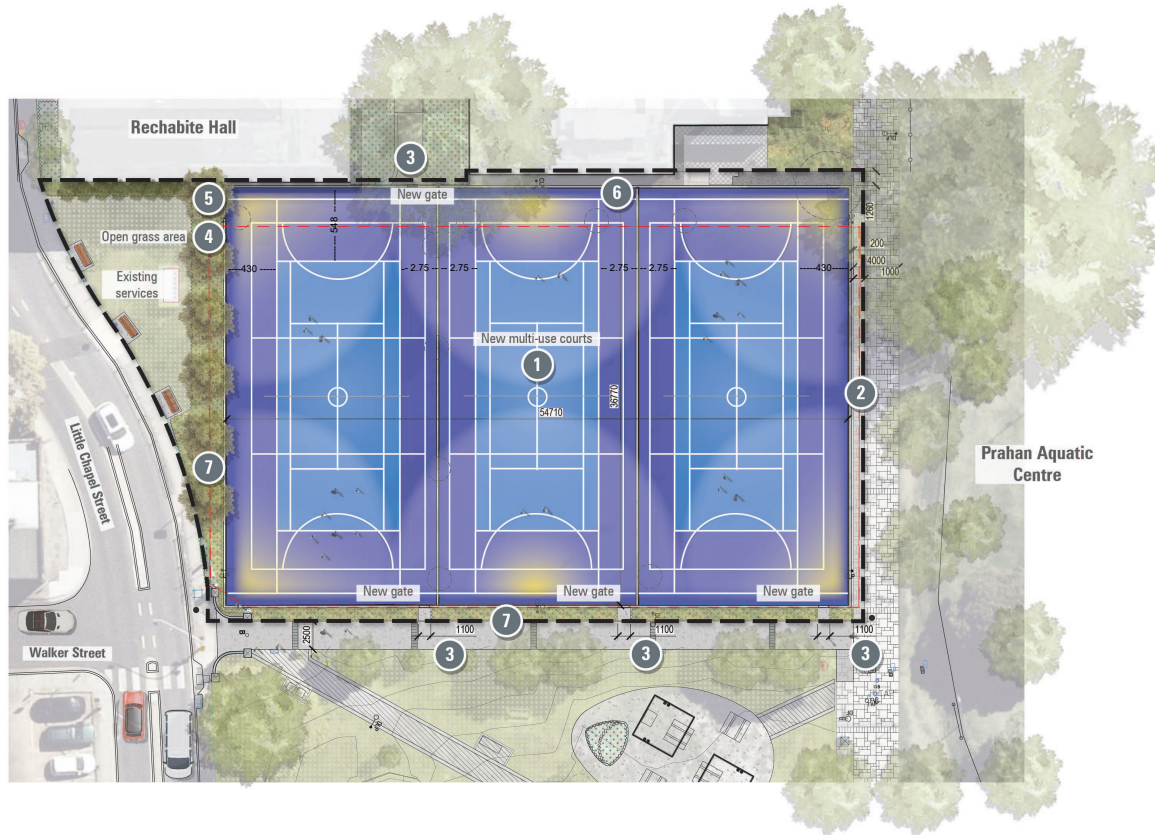
- 1** main axis path
- 2** chapel forecourt
- 3** tennis precinct
- 4** future aquatic centre redevelopment
- 5** future skate precinct & open space



Not for construction
 Project Ref: 15.663
 Scale: 1:500@A1
 Date: 30/01/2018
 Revision: M

hansen partnership pty ltd
 melbourne | vietnam
 level 4 136 exhibition st
 melbourne vic 3000
 t 61 3 9654 8844 f 61 3 9654 8088
 e info@hansenpartnership.com.au
 w hansenpartnership.com.au



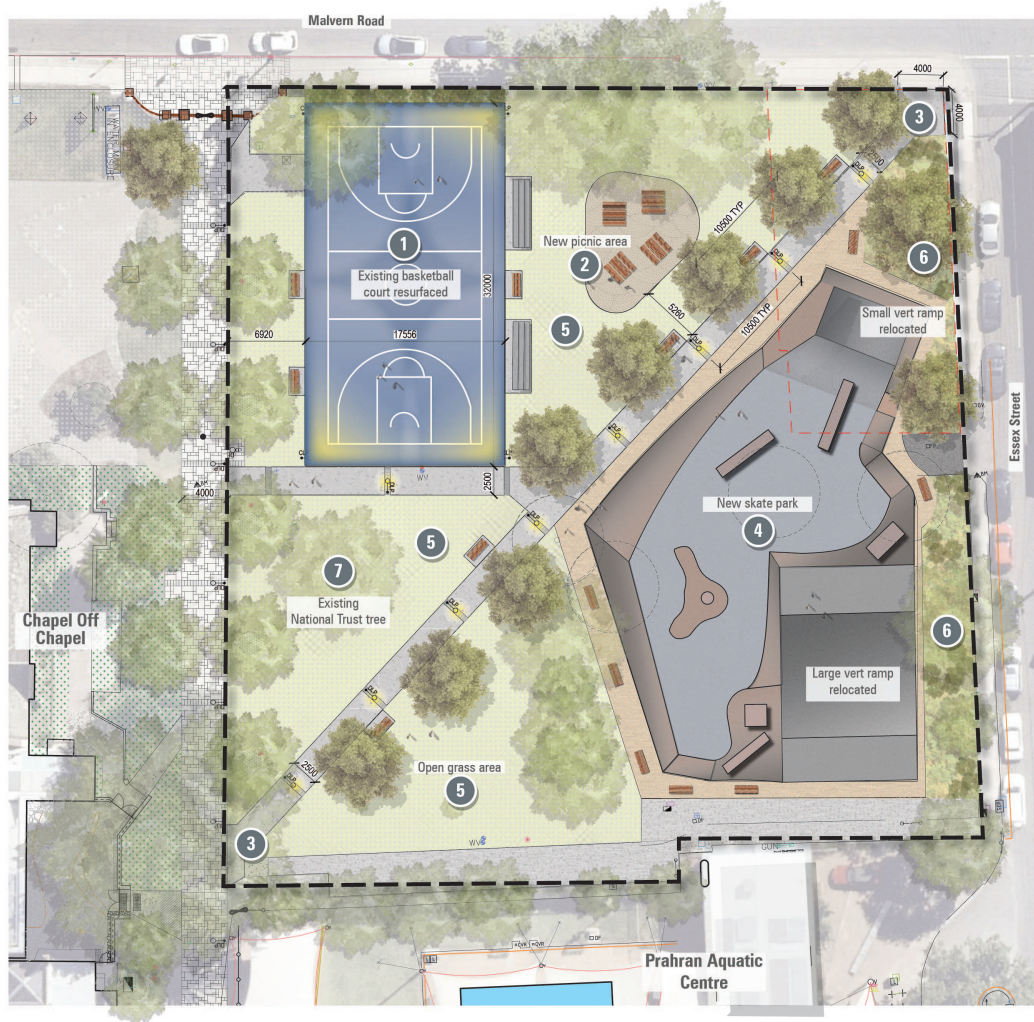


Legend

- Site works boundary
- Extent of existing courts to be demolished
- Existing trees
- Proposed trees
- Existing trees to be removed
- Proposed shrubs
- Planting bed
- Grass area
- Granite paving
- Asphalt paving
- Honed aggregate concrete paving
- Multi-court surface
- New court fence
- Seating
- New court light

Key Objectives

- 1** Upgrade the three existing courts to multi-use sports courts (tennis and netball), with new surface, nets, hoops, fencing and gates, and floodlights.
- 2** Complete section of main path with infill granite pavers.
- 3** Provide new gate access to each court from the path south of the courts.
- 4** Clear and upgrade existing planting to open sightlines and remove visual and physical clutter, including replacement of garden beds with lawn area.
- 5** New tree planting along western court interface; and new shrub planting along southern facade of Rechabite Hall.
- 6** Extend court area and perimeter fence to building interface, removing existing asphalt path and underutilised secluded space.
- 7** Low level garden bed planting to perimeter of courts.



Legend

- Site works boundary
- Existing building to be demolished
- Existing trees to be retained
- Proposed trees
- Existing trees to be removed
- Proposed shrubs
- Planting bed
- Grass area
- Granite paver bands
- Asphalt paving
- Honed aggregate concrete paving
- New gravel surface
- New coloured concrete surface
- Existing basketball court resurfaced
- New skate park with relocated vert ramps
- Seating
- Picnic tables
- New light pole
- New basketball court light

Key Objectives

- 1** Retain existing basketball court and resurface with new linemarking and floodlights. Lights to be installed on timers to balance night use with local residents needs.
- 2** Provide new picnic area with seating options allowing for multiple user groups at a time.
- 3** Establish a new entrance to the gardens at Malvern Road (with the demolition of the existing building). A new pedestrian path with lighting will provide a key connection from the north and eastern neighbourhoods into the skate park and the centre of the Gardens.
- 4** Develop a new and improved skate park, with the existing small and large vert ramps relocated and integrated into the layout.
- 5** Maintain and enhance open grass areas for passive use and recreation.
- 6** Clear out and upgrade garden beds along Essex Street to open sightlines and reduce visual and physical clutter.
- 7** Retain and protect existing mature trees, including the existing National Trust listed tree *Combretum cafrum*.