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# Minutes of the Council Meeting

Held on Monday 20 September 2021 at 7 PM

Virtual Meeting  
via Zoom



# Ordinary Council Meeting Minutes Monday 20 September 2021 Order of Business

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**Councillors Present:**

**Cr Kate Hely, Mayor (Chair)**  
**Cr Melina Sehr Deputy Mayor**  
**Cr Jami Klisaris**  
**Cr Alexander Lew**  
**Cr Polly Morgan**  
**Cr Marcia Griffin**  
**Cr Matthew Koce**  
**Cr Mike Scott**

**Council Officers Present:**

<b>Jacqui Weatherill</b>	<b>Chief Executive Officer</b>
<b>Annaliese Battista</b>	<b>Director Planning &amp; Place</b>
<b>Cath Harrod</b>	<b>Director Community &amp; Wellbeing</b>
<b>Rick Kwasek</b>	<b>Director Environment &amp; Infrastructure</b>
<b>Greg Curcio</b>	<b>Director Customer &amp; Technology</b>
<b>Tracey Limpens</b>	<b>Chief of Staff</b>
<b>Tony Mcilroy</b>	<b>Manager Councillor &amp; Civic Support</b>
<b>Julia Gallace</b>	<b>Chief Financial Officer</b>
<b>Judy Hogan</b>	<b>Civic Support Officer</b>

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The meeting commences at 7:02pm.

### **1 Reading of the Reconciliation Statement**

The Mayor, Cr Hely read the following reconciliation statement:

*We acknowledge we are meeting on the Traditional Lands of the Kulin Nations and pay our respects to their Elders past, present and emerging. We extend that respect to all Aboriginal and Torres Strait Islander peoples.*

### **2 Reading of Statement of Commitment**

The Mayor, Cr Hely read the following Statement of Commitment:

*We are reminded that as Councillors we are bound by our Oath of Office to undertake the duties of Councillor in the best interests of the people of the City of Stonnington and to faithfully and impartially carry out the functions, powers, authorities and discretions vested in us under the Local Government Act and any other relevant Act.*

### **3 Apologies**

It was noted that Cr Batagol had previously been granted leave of absence for the meeting.

### **4 Introductions of Councillors & Executive Staff**

The Chair introduced the Councillors and the Chief Executive Officer introduced the Council Officers present.

### **5 Confirmation of the Minutes of the previous meeting**

#### **5.1 Minutes of the Council Meeting held on 6 September 2021**

MOTION:

MOVED: Cr Matthew Koce

SECONDED: Cr Jami Klisaris

***That the Minutes of the Meeting of the Stonnington City Council held on 6 September 2021 be confirmed as an accurate record of the proceedings.***

**Carried**

### **6 Disclosure of Conflicts of Interest**

Cr Sehr declared a conflict of interest in item 8.3 Perth Street, Prahran Permanent One Way Flow as she resides in close proximity.

Cr Scott declared a conflict of interest in item 8.7 as he is employed by an organisation which has submitted an application for a community grant.



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Cr Griffin declared a conflict of interest in an item she wished to raise for consideration under Urgent Business as the correspondence from the Local Government Inspectorate relates to her.

## 7 Questions From the Community

There were no questions from members of the community.

## 8 Business

### 8.1 Planning Application 0992/20 - 39-43 Newry Street, Windsor

MOTION:

MOVED: Cr Melina Sehr

SECONDED: Cr Mike Scott

***That a Notice of Decision to Grant a Planning Permit No: 992/20 be issued for the land located at 39-43 Newry Street, Windsor under the Stonnington Planning Scheme for construction of four dwellings in a Neighbourhood Residential Zone and Special Building Overlay and a reduction of the car parking requirements subject to the following conditions:***

1. ***Before the commencement of the development, 1 copy of plans drawn to scale and fully dimensioned, must be submitted to and approved by the Responsible Authority. The plans must be generally in accordance with the plans prepared by ev-d and known as Project WQ2020, Drawing No's: TP010, TP021, TP050, TP100 through TP109, TP120, TP201, TP202, TP203, TP250 and TP300, Council date stamped 29 July 2021 but modified to show:***
  - a. ***Pedestrian access to Townhouse 4 must only be provided from Newry Street. An internal connection must be provided between the study within the existing shop front of Townhouse 4 to the rear section of the proposed dwelling.***
  - b. ***The eastern most service gate to Townhouse 4 deleted and replaced with fixed fencing along the southern boundary.***
  - c. ***All three north facing windows at 37 Newry Street to be identified on the plans as habitable.***
  - d. ***Townhouse 4 must be setback at first floor from the north facing windows at 37 Newry Street to comply with Standard B20, this can be achieved by a reduction in the wall height and / or increased setbacks without reducing any other setbacks.***
  - e. ***The wall on boundary associated with the entry to Townhouse 4 must be setback to align with the southern setback to the living/meals area on the western side of the ground floor or at a minimum be setback to comply with Standard B20.***

- f. The garden shed/studio to Townhouse 4 must be reduced in height so that the walls on boundaries are a maximum of 3.2 metres.**
- g. The convex mirror for the rear car parking spaces is to be relocated to the south of the car parking garage to Townhouse 3, facing north to the satisfaction of Council's Transport Department.**
- h. The screening notation to the west facing first floor windows of Townhouses 1, 2 and 3 amended to refer to 'horizontal' screen.**
- i. Roof plan to show 1.7m high vertical timber screening on the northern, western and southern sides of the roof decks to Townhouses 1 and 2 and balustrading on the eastern side.**
- j. Fully dimensioned design detail for the vertical timber screen for the roof terraces demonstrating that the screen is no more than 25% transparent and complies with Standard B22.**
- k. Fully dimensioned design detail for the hit and miss brickwork to Townhouse 4 demonstrating that the screening is no more than 25% transparent and complies with Standard B22.**
- l. The hit and miss brickwork to the first floor balcony to Townhouse 4 must be dimensioned on the elevations to a minimum height of 1.7m above finished floor level.**
- m. Any changes required by Condition 3 (Landscape Plan) and Condition 5 (Sustainable Design Assessment).**
- n. The floor to ceiling levels to the first floor of Townhouse 4 to be reduced to 2.7m and a subsequent reduction in the overall building height.**

**All to the satisfaction of the Responsible Authority.**

- 2. The layout of the site and the size, levels, design and location of buildings and works shown on the endorsed plans must not be modified for any reason, without the prior written consent of the Responsible Authority.**
- 3. Prior to the endorsement of any plans in accordance with Condition 1, an amended landscape plan must be submitted to and approved by the Responsible Authority. When approved, the landscape plan will be endorsed and will then form part of the permit. The landscape plan must be generally in accordance with the Landscape Concept Plan prepared by memLa as advertised February 2021, but modified to include:
  - a. Amended to reflect the changes to the architectural plans as per the Section 57A revision submitted to Council on 29 July 2021.**
  - b. Any changes required by Condition 1 or 5.****
- 4. Before the occupation of the development, the landscaping works as shown on the endorsed plans must be carried out and completed to the satisfaction of the Responsible Authority. Landscaping must then be maintained to the satisfaction of the Responsible Authority, including that any dead, diseased or damaged plants are to be replaced.**

5. ***Prior to the endorsement of any plans in accordance with Condition 1, an amended Sustainable Design Assessment (SDA) in accordance with Clause 22.05 must be submitted to and approved by the Responsible Authority. Upon approval the SDA will be endorsed as part of the planning permit and the development must incorporate the sustainable design initiatives outlined in the SDA to the satisfaction of the Responsible Authority. Recommendations of the SDA must be incorporated into the plans required under Condition 1. The SDA must be generally in accordance with the response prepared by Sustainable Development Consultants as advertised February 2021, but modified to include:***
- a. ***Amended to reflect the changes to the architectural plans as per the Section 57A revision submitted to Council on 29 July 2021.***
  - b. ***The Water Sensitive Urban Design (WSUD) response included within the SDA amended to include all impermeable surfaces as shown on the landscape plan (Condition 3) and continue to achieve a minimum STORM rating of 100%.***
  - c. ***Any changes required by Condition 1 or 3.***
6. ***All works must be undertaken in accordance with the endorsed Sustainable Design Assessment to the satisfaction of the Responsible Authority. No alterations to the Sustainable Design Assessment may occur without written consent of the Responsible Authority.***
7. ***The project must incorporate the Water Sensitive Urban Design initiatives detailed in the endorsed site plan and/or stormwater management report.***
8. ***Prior to the endorsement of any plans in accordance with Condition 1, a Tree Management Plan prepared by a suitably qualified arborist must be submitted to and approved by the Responsible Authority. When approved, the tree management plan will form part of this permit and all works must be done in accordance with the tree management plan (AS 4970).***

***The tree management plan must detail measures to protect and ensure the viability of the *Melaleuca styphelioides* (Prickly Paperbark) and *Lophostemon confertus* (Queensland Box) street trees.***

***Among other things, the tree management plan must include the following information:***

- a. ***Pre-construction (including demolition) – details to include a tree protection zone, height barrier around the tree protection zone, amount and type of mulch to be placed above the tree protection zone and method of cutting any roots or branches which extend beyond the tree protection zone. A plan must be submitted detailing any tree protection fencing, where the fencing is clearly identified and dimensioned.***
- b. ***During-construction – details to include watering regime during construction and method of protection of exposed roots.***

- c. Post-construction – details to include watering regime and time of final inspection when barrier can be removed and protection works and regime can cease.**

**Pre-construction works and any root cutting must be inspected and approved by the Responsible Authority's Parks Unit. Removal of protection works and cessation of the Tree Management Plan must be authorised by the Responsible Authority's Parks Unit.**

- 9. Prior to the endorsement of any plans in accordance with Condition 1 and prior to any development commencing on the site (including demolition and excavation whether or not a planning permit is required), the owner/developer must enter into a Deed with the Responsible Authority and provide it with a bank guarantee of \$16,240 + GST as security against a failure to protect the health of *Melaleuca styphelioides* (Prickly Paperbark) and *Lophostemon confertus* (Queensland Box) street trees. The applicant must meet all costs associated with drafting and execution of the Deed, including those incurred by the responsible authority. Once a period of 12 months has lapsed following the completion of all works at the site the Responsible Authority may discharge the bank guarantee upon the written request of the obligor. At that time, the Responsible Authority will inspect the trees and, provided they have not been detrimentally affected, the bank guarantee will be discharged.**
- 10. Prior to the endorsement of any plans in accordance with Condition 1 or prior to the commencement of any works at the site (including demolition and excavation whether or not a planning permit is required), whichever occurs sooner, a letter of engagement must be provided to the Responsible Authority from the project arborist selected to oversee all relevant tree protection works. The project arborist must be an appropriately experienced and qualified professional (minimum Cert IV or equivalent in experience).**
- 11. The project arborist must maintain a log book detailing all site visits. The log book must be made available to the Responsible Authority within 24 hours of any request.**
- 12. Before the development (including excavation and demolition) starts, tree protection fencing must be erected around the *Melaleuca styphelioides* (Prickly Paperbark) and *Lophostemon confertus* (Queensland Box) Street trees in front of the site. Fencing is to be compliant with Section 4 of AS 4970. Signage identifying the need for approval from Council's Parks Unit for any root cutting (prior to it occurring) must also be displayed on the fence.**
- 13. The permit holder / developer must advise Council in writing that a Certificate of Occupancy has been issued in respect to the development and that the 12 month period in relation to the protection of the street trees has commenced.**
- 14. All plant and equipment (including air-conditioning units) shall be located or screened so as to minimise visibility from any of the surrounding footpaths and from overhead views and shall be baffled so as to minimise the emission**

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***of unreasonable noise to the environment in accordance with Section 48A of the Environment Protection Act 1970 to the satisfaction of the Responsible Authority.***

15. ***Any poles, service pits or other structures/features on the footpath required to be relocated to facilitate the development must be done so at the cost of the applicant and subject to the relevant authority's consent.***
16. ***All utility services to the subject land and buildings approved as part of this permit must be provided underground to the satisfaction of the Responsible Authority by completion of the development.***
17. ***Prior to the occupation of the building, fixed privacy screens (not adhesive film) designed to limit overlooking as required Standard B22 of Clause 55.04-6 in accordance with the endorsed plans must be installed to the satisfaction of the Responsible Authority and maintained to the satisfaction of the Responsible Authority thereafter for the life of the building.***
18. ***Prior to the occupation of the building, the walls on the boundary of the adjoining properties must be cleaned and finished to the satisfaction of the Responsible Authority.***
19. ***Prior to a building permit being issued, a report for the legal point of discharge must be obtained from Council and a drainage design for the development must be prepared by a suitably qualified Engineer in accordance with all 'recommendations' and requirements contained in that report. All drainage must be by means of a gravity-based system and not pumped. The relevant building surveyor must check and approve the drainage design and ensure that protection of the building is provided from a 1 in 100 A.R.I. rainfall event as required by the Building Regulations. (Please do not state drainage design to satisfaction of Council, that is the responsibility of the relevant building surveyor to check and approve in accordance with the report and 'recommendations' for the legal point of discharge).***
20. ***The existing Newry Street footpath levels must not be raised nor altered in any way at the property line (to facilitate the garage access ramp).***

**Start Melbourne Water Conditions**

21. ***The dwellings must be constructed with finished floor levels set no lower than 26.82 metres to Australian Height Datum (AHD), which is 300mm above the applicable flood level of 26.52 m to AHD.***
22. ***The garages must be constructed with finished floor levels set no lower than 26.67 metres to Australian Height Datum (AHD), which is 150mm above the applicable flood level of 26.52 m to AHD.***

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23. ***A setback of 1m is required from the eastern property boundary, maintained at natural surface level and free of obstructions, with the exception of 39 Newry St.***
24. ***No fill is permitted outside of the building footprint with the exception of minimal fill required for ramping to garages, provided this is outside of any required setbacks.***
25. ***Prior to the commencement of works a separate application direct to Melbourne Water, must be made and approved of any new or modified storm water connection to Melbourne Water's drains or watercourses. Prior to accepting an application, evidence must be provided demonstrating that Council considers that it is not feasible to connect to the local drainage system.***

**End Melbourne Water Conditions**

26. ***This permit will expire if one of the following circumstances applies:***
  - a. ***The development is not started within two years of the date of this permit.***
  - b. ***The development is not completed within four years of the date of this permit.***

***In accordance with Section 69 of the Planning and Environment Act 1987, a request may be submitted to the Responsible Authority within the prescribed timeframes for an extension of the periods referred to in this condition.***

**NOTES:**

- A. ***This permit does not constitute any authority to carry out any building works or occupy the building or part of the building unless all relevant building permits are obtained.***
- B. ***Nothing in this permit hereby issued shall be construed to allow the removal of, damage to or pruning of a significant tree (including the roots) without the further written approval of Council.***

***“Significant Tree” means a tree or palm:***

- a) ***with a trunk circumference of 140 cm or greater measured at 1.4 m above its base;***
- b) ***with a total circumference of all its trunks of 140 cm or greater measured at 1.4 m above its base;***
- c) ***with a trunk circumference of 180 cm or greater measured at its base; or***

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***d) with a total circumference of all its trunks of 180 cm or greater measured at its base.***

***Please contact the Council Arborists on 8290 1333 to ascertain if permission is required for tree removal or pruning or for further information and protection of trees during construction works.***

***C. Nothing in the permit hereby issued may be construed to allow the removal of, damage to or pruning of any street tree without the further written consent of the Stonnington City Council. Contact the Council Arborists on 8290 1333 for further information.***

***D. The owners and occupiers of the dwellings hereby approved are not eligible to receive "Resident Parking Permits".***

***E. Council has adopted a zero tolerance approach in respect to the failure to implement the vegetation related requirements of Planning Permits and endorsed documentation. Any failure to fully adhere to these requirements will be cause for prosecution. This is the first and only warning which will be issued.***

***F. At the permit issue date, Section 69 of the Planning and Environment Act 1987 stated that the Responsible Authority may extend the periods referred to if a request is made in writing within the following timeframes:***

- i. Before or within 6 months after the permit expiry date, where the development allowed by the permit has not yet started; and***
- ii. Within 12 months after the permit expiry date, where the development allowed by the permit has lawfully started before the permit expires.***

**Carried**

## 8.2 Planning Application 0277/21 - 627 Chapel Street, South Yarra

MOTION:

MOVED: Cr Marcia Griffin

SECONDED: Cr Alexander Lew

***That the Council AUTHORISE Officers to issue a Notice of Decision to Grant a Planning Permit No: 277/21 for the land located at Ground and Floor 1 (Tenancy 'A' and 'B'), 627 Chapel Street, South Yarra under the Stonnington Planning Scheme for use of the land (ground and first floor retail tenancies) for the sale and consumption of liquor (two restaurant and cafe liquor licenses) in association with the use of the tenancies as food and drink premises (restaurant and cafe) (as of right) in the Activity Centre Zone and a reduction in the bicycle parking requirement subject to the following conditions:***

1. ***The plans endorsed to accompany the permit must not be amended without the written consent of the Responsible Authority.***
2. ***The approved Noise and Amenity Action Plans form part of the permit and both tenancies must operate in accordance with the applicable plan to the satisfaction of the Responsible Authority.***
3. ***A maximum of 461 patrons may be housed on the premises at any one time to the satisfaction of the Responsible Authority, comprising of:***
  - a) ***Tenancy 'A':***
    - ***150 patrons at ground floor;***
    - ***30 patrons in the external dining area on Chapel Street; and***
    - ***195 patrons at first floor.***
  - b) ***Tenancy 'B':***
    - ***62 patrons internally; and***
    - ***24 patrons in the external dining area on the Daly Street frontage.***
4. ***Without the prior written consent of the Responsible Authority, the sale and consumption of liquor shall only occur within the licenced area between the following hours:***
  - a) ***Internal areas:***
    - ***7am to midnight, seven days a week.***
  - b) ***Footpath trading / external areas:***
    - ***7am to 11pm, seven days a week.***
5. ***The predominant activity carried out at all times on the licensed premises must be the preparation and serving of meals to be consumed on the premises to the satisfaction of the Responsible Authority. The kitchen must remain open at all times the premises is operating.***



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6. **Tables and chairs must be placed in position on the licensed premises so as to be available for at least 75% of the patrons in each area at any one time, to the satisfaction of the Responsible Authority.**
7. **There must be no patron queueing outside the venue to the satisfaction of the Responsible Authority.**
8. **Internal sound systems within both tenancies must be fitted with a noise limiter capable of octave band control housed in a tamper proof enclosure. Noise limiters must be installed and calibrated by a suitably qualified acoustic engineer to achieve compliance with Environment Protection Regulations under the Environment Protection Act 2017 and the incorporated Noise Protocol (Publication 1826.2, Environment Protection Authority, November 2020), to the satisfaction of the Responsible Authority.**
9. **No speakers are to be located externally.**
10. **Noise emanating from the subject land must comply with Environment Protection Regulations under the Environment Protection Act 2017 and the incorporated Noise Protocol (Publication 1826.2, Environment Protection Authority, November 2020), to the satisfaction of the Responsible Authority. Any works required to ensure and maintain the noise levels from the premises are in compliance with this policy must be completed prior to the commencement of the use or occupation of the site and maintained thereafter, all to the satisfaction of the Responsible Authority.**
11. **The provision of music and entertainment on the premises must be limited to background music or entertainment by performers using non-amplified instruments unless with the written consent of the Responsible Authority.**
12. **Bottles and rubbish must not be removed from within the premises to the waste storage area between the hours of 11pm and 7am the following day.**
13. **The collection of wastes and recyclables from the premises (other than normal Stonnington City Council collection) must be in accordance with Council's General Local Laws.**
14. **The use must be managed so that the amenity of the area is not detrimentally affected through the:**
  - a) **Transport of materials, goods or commodities to or from the land;**
  - b) **Appearance of any building, works or materials;**
  - c) **Emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil, and**
  - d) **Presence of vermin.**
15. **This permit will expire if one of the following circumstances applies:**
  - a) **The use is not started within two years from the date of this permit.**
  - b) **The use is discontinued for a period of two years or more.**

**In accordance with Section 69 of the Planning and Environment Act 1987, the Responsible Authority may extend the periods referred to if a request is made in writing within the prescribed timeframes, where the use allowed by the permit has not yet started.**

**NOTES**

- A. This permit is for the use of the land and/or buildings and does not constitute any authority to conduct a business requiring Health Act/Food Act registration without prior approval from the Councils Health Services.**
- B. This permit does not constitute any authority to carry out any building works or occupy the building or part of the building unless all relevant building permits are obtained.**
- C. Unless a permit is not required under the Stonnington Planning Scheme, signs must not be constructed or displayed without a further planning permit.**
- D. Background music level, in relation to premises, means a level that enables patrons to conduct a conversation at a distance of 600 millimetres without having to raise their voices to a substantial level.**
- E. This permit does not give any authority to occupy the footpath for trading without prior approval from Council's Local Laws department. A permit must be obtained for footpath trading and it must accord with the relevant Footpath Trading Code.**
- F. At the permit issue date, Section 69 of the Planning and Environment Act 1987 stated that the Responsible Authority may extend the periods referred to if a request is made in writing within the following timeframes:**
- i. Before or within 6 months after the permit expiry date, where the development allowed by the permit has not yet started; and**
  - ii. Within 12 months after the permit expiry date, where the development allowed by the permit has lawfully started before the permit expires.**

Cr Koce foreshadowed his intention to move a motion to change the hours of operation to conclude at 9:30pm

MOTION:

MOVED: Cr Alexander Lew

SECONDED: Cr Matthew Koce

**That Cr Klisaris be granted an extension of one minute to speak.**

**Carried**

The motion was put and declared

**Lost**

MOTION:

MOVED: Cr Matthew Koce

SECONDED: Cr Jami Klisaris

***That a Notice of Decision to Grant a Planning Permit No: 277/21 for the land located at Ground and Floor 1 (Tenancy 'A' and 'B'), 627 Chapel Street, South Yarra under the Stonnington Planning Scheme for use of the land (ground and first floor retail tenancies) for the sale and consumption of liquor (two restaurant and cafe liquor licenses) in association with the use of the tenancies as food and drink premises (restaurant and cafe) (as of right) in the Activity Centre Zone and a reduction in the bicycle parking requirement subject to the following conditions:***

- 1. The plans endorsed to accompany the permit must not be amended without the written consent of the Responsible Authority.***
- 2. The approved Noise and Amenity Action Plans form part of the permit and both tenancies must operate in accordance with the applicable plan to the satisfaction of the Responsible Authority.***
- 3. A maximum of 461 patrons may be housed on the premises at any one time to the satisfaction of the Responsible Authority, comprising of:***
  - a. Tenancy 'A':***
    - 150 patrons at ground floor;***
    - 30 patrons in the external dining area on Chapel Street; and***
    - 195 patrons at first floor.***
  - b. Tenancy 'B':***
    - 62 patrons internally; and***
    - 24 patrons in the external dining area on the Daly Street frontage.***
- 4. Without the prior written consent of the Responsible Authority, the sale and consumption of liquor shall only occur within the licenced area between the following hours:***
  - a. Internal areas:***
    - 7am to midnight, seven days a week.***
  - b. Footpath trading / external areas:***
    - 7am to 9.30pm, seven days a week.***
- 5. The predominant activity carried out at all times on the licensed premises must be the preparation and serving of meals to be consumed on the premises to the satisfaction of the Responsible Authority. The kitchen must remain open at all times the premises is operating.***
- 6. Tables and chairs must be placed in position on the licensed premises so as to be available for at least 75% of the patrons in each area at any one time, to the satisfaction of the Responsible Authority.***
- 7. There must be no patron queueing outside the venue to the satisfaction of the Responsible Authority.***

8. ***Internal sound systems within both tenancies must be fitted with a noise limiter capable of octave band control housed in a tamper proof enclosure. Noise limiters must be installed and calibrated by a suitably qualified acoustic engineer to achieve compliance with Environment Protection Regulations under the Environment Protection Act 2017 and the incorporated Noise Protocol (Publication 1826.2, Environment Protection Authority, November 2020), to the satisfaction of the Responsible Authority.***
9. ***No speakers are to be located externally.***
10. ***Noise emanating from the subject land must comply with Environment Protection Regulations under the Environment Protection Act 2017 and the incorporated Noise Protocol (Publication 1826.2, Environment Protection Authority, November 2020), to the satisfaction of the Responsible Authority. Any works required to ensure and maintain the noise levels from the premises are in compliance with this policy must be completed prior to the commencement of the use or occupation of the site and maintained thereafter, all to the satisfaction of the Responsible Authority.***
11. ***The provision of music and entertainment on the premises must be limited to background music or entertainment by performers using non-amplified instruments unless with the written consent of the Responsible Authority.***
12. ***Bottles and rubbish must not be removed from within the premises to the waste storage area between the hours of 11pm and 7am the following day.***
13. ***The collection of wastes and recyclables from the premises (other than normal Stonnington City Council collection) must be in accordance with Council's General Local Laws.***
14. ***The use must be managed so that the amenity of the area is not detrimentally affected through the:***
  - a. ***Transport of materials, goods or commodities to or from the land;***
  - b. ***Appearance of any building, works or materials;***
  - c. ***Emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil, and***
  - d. ***Presence of vermin.***
15. ***This permit will expire if one of the following circumstances applies:***
  - a. ***The use is not started within two years from the date of this permit.***
  - b. ***The use is discontinued for a period of two years or more.***

***In accordance with Section 69 of the Planning and Environment Act 1987, the Responsible Authority may extend the periods referred to if a request is made***

*in writing within the prescribed timeframes, where the use allowed by the permit has not yet started.*

## **NOTES**

- A. *This permit is for the use of the land and/or buildings and does not constitute any authority to conduct a business requiring Health Act/Food Act registration without prior approval from the Council's Health Services.*
- B. *This permit does not constitute any authority to carry out any building works or occupy the building or part of the building unless all relevant building permits are obtained.*
- C. *Unless a permit is not required under the Stonnington Planning Scheme, signs must not be constructed or displayed without a further planning permit.*
- D. *Background music level, in relation to premises, means a level that enables patrons to conduct a conversation at a distance of 600 millimetres without having to raise their voices to a substantial level.*
- E. *This permit does not give any authority to occupy the footpath for trading without prior approval from Council's Local Laws department. A permit must be obtained for footpath trading and it must accord with the relevant Footpath Trading Code.*
- F. *At the permit issue date, Section 69 of the Planning and Environment Act 1987 stated that the Responsible Authority may extend the periods referred to if a request is made in writing within the following timeframes:*
  - i. Before or within 6 months after the permit expiry date, where the development allowed by the permit has not yet started; and*
  - ii. Within 12 months after the permit expiry date, where the development allowed by the permit has lawfully started before the permit expires.*

A Division was called :

Voting For: Cr Jami Klisaris, Cr Kate Hely, Cr Matthew Koce, Cr Melina Sehr, Cr Mike Scott and Cr Polly Morgan

Voting Against: Cr Alexander Lew and Cr Marcia Griffin

The motion was declared

**Carried**

## 8.3 Perth Street, Prahran - Permanent Implementation of One-Way Flow Consultation

Cr Sehr declared a conflict of interest in item 8.3 Perth Street, Prahran Permanent One Way Flow as she resides in close proximity.

(7:34pm) Cr Sehr left the meeting.

MOTION:

MOVED: Cr Mike Scott

SECONDED: Cr Jami Klisaris

***That the Council:***

- 1. APPROVE the permanent implementation of one-way flow arrangement in the southbound direction in Perth Street, Prahran between Commercial Road and Greville Street.***
- 2. APPROVE the permanent implementation of one-way flow arrangement in the northbound direction in Perth Street, Prahran between High Street and Greville Street.***
- 3. APPROVE the undertaking of civil works at the Commercial Road, High Street and Greville Street intersections with Perth St and notify affected properties.***
- 4. AUTHORISE officers to conduct traffic surveys, in a period not affected by COVID-19 lockdowns, in all local streets previously surveyed (bounded by Commercial Road, Punt Road, High Street and Porter St) following the completion of the works in Recommendation 3.***
- 5. NOTE that the results of the surveys outlined in Recommendation 4 will be considered at a future Council Meeting***
- 6. NOTE that subject to the survey outcomes, the community will be engaged on any proposed improvements.***
- 7. AUTHORISE officers to notify those who made a submission as part of the consultation process of this decision.***

**Carried**

(7:40pm) Cr Sehr returned to the meeting.

## 8.4 Devorgilla Avenue, Toorak - Traffic and Pedestrian Concerns

MOTION:

MOVED: Cr Matthew Koce

SECONDED: Cr Marcia Griffin

***That the Council:***

- 1. NOTE the results of speed and volume counts undertaken in Devorgilla Avenue, Toorak, and that no further action is required to attenuate traffic speed;***
- 2. NOTE the matter will be referred to the Council's Infrastructure Unit for the investigation of a footpath in Devorgilla Avenue, Toorak; and***
- 3. NOTE that officers will advise the lead resident of the outcome and Council's determination accordingly.***

Carried

## 8.5 Percy Treyvaud Multipurpose Sports and Recreation Facility - Project Update

MOTION:

MOVED: Cr Jami Klisaris

SECONDED: Cr Alexander Lew

***That the Council:***

- 1. NOTE the revised Project Budget of \$49.90M for the Percy Treyvaud Multi-Purpose Facility Development Project;***
- 2. NOTE the Project Program for the Percy Treyvaud Multi-Purpose Facility Development Project;***
- 3. NOTE that a subsequent report will be brought to Council to award the contract for Principal Contractor at the completion of the procurement process.***

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A Division was called:

Voting For: Cr Alexander Lew, Cr Jami Klisaris, Cr Kate Hely, Cr Marcia Griffin, Cr Matthew Koce, Cr Melina Sehr, Cr Mike Scott and Cr Polly Morgan  
Voting Against: No votes recorded

The motion was declared

**Carried**

## 8.6 COVID Recovery Fund - Recommended Expenditure

MOTION:

MOVED: Cr Polly Morgan

SECONDED: Cr Marcia Griffin

***That the Council:***

- ***APPROVE the drawdown of \$790,285 against the remaining balance of the COVID Response/Recovery Fund within the 2021/22 Budget;***
- ***NOTE that after this drawdown the remaining balance within the COVID Response/Recovery Fund will be \$757,845; and***
- ***NOTE that as the COVID environment continues to evolve over the next few months the Council will consider further targeted community support initiatives that will be relevant to address the community need at the time.***

A Division was called :

Voting For: Cr Alexander Lew, Cr Jami Klisaris, Cr Kate Hely, Cr Marcia Griffin, Cr Matthew Koce, Cr Melina Sehr, Cr Mike Scott and Cr Polly Morgan  
Voting Against: No votes recorded

The motion was declared

**Carried**



## 8.7 Community Grants Program 2021/22

Cr Scott declared a conflict of interest in item 8.7 as he is employed by an organisation which has submitted an application for a community grant.

(8:09pm) Cr Scott left the meeting.

MOTION:

MOVED: Cr Jami Klisaris

SECONDED: Cr Melina Sehr

***That the Council:***

- 1. APPROVE the recommendations for Community Capacity Building (annual) grants funding for the Community Grants Program 2021/2022 as shown in Attachment 1;***
- 2. APPROVE the recommendations for Partnership (triennial) grants funding for the Community Grants Program 2021/2022 for the first of three years funding (subject to the annual budget and accountability provisions) as shown in Attachment 1;***
- 3. APPROVE the allocation of Ethnic Meals Program subsidies to community groups for 2021/2022 as shown in Attachment 2, noting this is a restricted historical program not available to new groups;***
- 4. NOTE any applicant unable to expend the grant during the 2021/22 financial year will be required to return unspent funds to the Council;***
- 5. NOTE grant recipients, including funding amount and project description, will be publicised on the Council's website; and***
- 6. NOTE that the remaining balance of funding will be made available for Quick Response grants.***

MOTION:

MOVED: Cr Marcia Griffin

SECONDED: Cr Jami Klisaris

***That Cr Lew be granted an extension of one minute to speak.***

**Carried**

A Division was called :

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Voting For: Cr Jami Klisaris, Cr Kate Hely, Cr Marcia Griffin, Cr Matthew Koce, Cr Melina Sehr and Cr Polly Morgan

Voting Against: No votes recorded

It was noted that Cr Alexander Lew abstained from voting.

The motion was declared

**Carried**

(8:24pm) Cr Scott returned to the meeting.

## 8.8 Advisory Committees - New Member Appointments

MOTION:

MOVED: Cr Polly Morgan

SECONDED: Cr Melina Sehr

***That the Council APPROVE the following appointments to the below listed Committees of Council:***

- a. Wendy Stone to the Community Recovery Committee.***
- b. Liza Coburn to the Disability Access Committee.***
- c. Melanie Jeffries to the Disability Access Committee.***
- d. Alexander Batsis to the LGBTIQ+ Advisory Committee.***

**Carried**

## 8.9 Climate Emergency Action Plan

MOTION:

MOVED: Cr Mike Scott

SECONDED: Cr Jami Klisaris

***That the Council:***

- 1. APPROVE the Climate Emergency Action Plan 2021-2024;***
- 2. NOTE that a quarterly report will be brought to Council to provide an update on the implementation of the Climate Emergency Action Plan; and***
- 3. NOTE the Sustainability Snapshot 2020-21 report and the achievements of Council and the community in working towards the goals of the Sustainable Environment Strategy 2018-2023.***

MOTION:

MOVED: Cr Alexander Lew

SECONDED: Cr Melina Sehr

***That Cr Morgan be granted an extension of one minute to speak.***

**Carried**

MOTION:

MOVED: Cr Marcia Griffin

SECONDED: Cr Polly Morgan

***That Cr Lew be granted an extension of one minute to speak.***

**Carried**

MOTION:

MOVED: Cr Polly Morgan

SECONDED: Cr Alexander Lew

***That Cr Griffin be granted an extension of one minute to speak.***

**Carried**

A Division was called :

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Voting For: Cr Jami Klisaris, Cr Kate Hely, Cr Matthew Koce, Cr Melina Sehr, Cr Mike Scott and Cr Polly Morgan

Voting Against: Cr Alexander Lew and Cr Marcia Griffin

The motion was declared

**Carried**

## 8.10 Yarra Integrated Water Management Plan

MOTION:

MOVED: Cr Jami Klisaris

SECONDED: Cr Polly Morgan

***That the Council ENDORSE the Yarra Catchment Integrated Water Management Plan.***

**Carried**

## 8.11 Roadside Dining Policy and Handbook

MOTION:

MOVED: Cr Mike Scott

SECONDED: Cr Jami Klisaris

***That the Council:***

- 1. APPROVE the Roadside Dining Policy, updated after consultation with the resident and business community, noting necessary amendments may be made from time to time;***
- 2. NOTE the Roadside Dining Handbook updated after benchmarking noting necessary amendments may be made from time to time; and***
- 3. NOTE the Beatty Avenue community and business engagement.***

**Carried**

## 8.12 State Government Planning Reforms - Council Advocacy

MOTION:

MOVED: Cr Polly Morgan

SECONDED: Cr Melina Sehr

***That the Council:***

- 1. NOTE the Victorian Government has made a number of changes to the planning system in the last 18 months which have reduced the community's third-party public notice and appeal rights and the Council's role as responsible planning authority.***
- 2. NOTE the Victorian Government is currently considering further significant planning reform through the Planning Reform Program 2020-2024.***
- 3. ADVOCATE to the Victorian Government for the Stonnington community to retain its right to influence local planning outcomes through:***
  - a) consultation with community and the Council on any reform proposals occurring before reforms are considered or introduced.***
  - b) the community's voice remaining central in planning decisions.***
  - c) strong community consultation remaining a core process to inform major planning decisions.***
  - d) retaining a transparent planning system that strengthens local neighbourhoods and economies.***
- 4. ADVOCATE to the Minister for Planning that:***
  - a) full consultation with the Council and the community takes place prior to consideration of any planning reforms.***
  - b) ensure appropriate time is provided for feedback, including consideration of council meeting cycles.***
- 5. WRITE to the Municipal Association of Victoria (MAV) and the Victorian Local Governance Association (VLGA) to advocate on behalf of all Victorian Councils about the Planning Reform Program.***
- 6. WRITE to the Minister for Planning and the Shadow Minister for Planning to outline the Council's position.***
- 7. AUTHORISE the Chief Executive Officer or their delegate to collaborate with other Councils on a shared advocacy position on the Planning Reform Program.***
- 8. REQUEST a report to the Council within one month with an update and advice on any further action the Council can take to advocate effectively on this matter.***

Carried

## 8.13 Instrument of Delegation from Council to Chief Executive Officer (S 5)

MOTION:

MOVED: Cr Matthew Koce

SECONDED: Cr Melina Sehr

***That the Council:***

1. ***RESOLVE to exercise the power conferred by s 11 (1)(b) of the Local Government Act 2020 (the Act) that:***
  - a. ***there be delegated to the person holding the position, or acting in or performing the duties, of Chief Executive Officer the powers, duties and functions set out in the attached Instrument of Delegation to the Chief Executive Officer, subject to the conditions and limitations specified in that Instrument.***
  - b. ***the Instrument comes into force immediately the common seal of the Council is affixed to the Instrument.***
  - c. ***on the coming into force of the Instrument the previous Instrument of Delegation to the Chief Executive Officer that was executed on 6 July 2020 is revoked.***
  - d. ***the duties and functions set out in the Instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of the Council that it may from time to time adopt.***

Carried

## 8.14 Toorak Park Cricket Nets Plaque

MOTION:

MOVED: Cr Mike Scott

SECONDED: Cr Melina Sehr

***That the Council APPROVE the purchase of a new plaque to commemorate the official opening of the Toorak Park Cricket Nets on 11 February 2021.***

Carried

## 9 Correspondence

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Cr Morgan indicated that she had received numerous themes of correspondence relating to a proposed planning application for 173 Burke Road, Malvern East.

Cr Lew indicated that he had received numerous themes of correspondence relating to a proposed planning application for 173 Burke Road, Malvern East and also a change.org petition with 900 signatures.

Cr indicated that she had received an email from a resident regarding Como Oval renovation works.

### **10 Tabling of Petitions and Joint Letters**

Cr Klisaris tabled a petition with 36 signatures requesting the Council to retain the blossom trees in Dundonald Avenue, Malvern East.

MOTION:

MOVED: Cr Jami Klisaris

SECONDED: Cr Polly Morgan

***That the petition be received and noted for report.***

**Carried**

### **11 Notices of Motion**

There were no notices of motion presented to the meeting.

### **12 Reports by Councillors**

Cr Griffin indicated she had attended the Economic & Place Development Bi-Monthly meeting held on 1 September 2021.

The Mayor, Cr Hely indicated she had attended the following events and meetings.

1. Local Government Mayoral Advisory Panel – presentation on Council Culture
2. Citizenship Ceremonies – online with 78 new Australians
3. Chapel Street Precinct Association AGM
4. Meeting with Dr Katie Allen MP
5. M9 Mayors and CEO group meeting
6. Meeting with the Glenferrie Road Malvern Business Association

### **13 Reports by Delegates**

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There were no reports presented to the meeting.

**14 Questions to Council Officers**

Cr Griffin asked the following questions of the Director Environment & Infrastructure.

Will the park area in Como park entrance from Como Avenue be open for use?

When will the dog park construction in north Como begin?

Will the lower area in North Como be available for use?

Is it possible to delay the commencement of the dog park to allow residents maximum use while the lockdown continues?

The Director Environment & Infrastructure responded.

Cr Lew asked the following question of the Chief Executive Officer.

Is the Council considering having an independent arm's length investigation into the issues surrounding a complaint made to the Council by the Chapel Street Precinct Association?

The Chief Executive Officer responded to the question.

Cr Lew asked a question to the Chief Executive Officer.

I have been approached by traders of Chapel Street who are concerned with the breakdown of the relationship between the Council and the Chapel Street Precinct Association. Does the Council have a plan to improve its relationship with the Chapel Street Precinct Association?

The Chief Executive Officer responded.

Cr Lew asked a question of the Chief Executive Officer.

The Mayor told the Herald Sun that she would pay back what she saw as an overpayment for mentoring and training costs. Has the mayor made any such repayment to the Council?

The Chief Executive Officer responded that no reimbursement had been made.

**15 Urgent Business**

Cr Scott indicated he had a matter of urgent business for consideration regarding the Local Government Inspectorate correspondence dated 2 July 2020 which required a response from the Council.

Cr Griffin declared a conflict of interest in the item proposed to be considered under Urgent Business as the correspondence referred to relates to her.

(9:18pm) Cr Griffin left the meeting.

MOTION:



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MOVED: Cr Mike Scott

SECONDED: Cr Melina Sehr

***That the item regarding the Local Government Inspectorate correspondence dated 2 July 2021 be admitted for consideration under Urgent Business.***

**Carried**

MOTION:

MOVED: Cr Mike Scott

SECONDED: Cr Melina Sehr

***Following an investigation from the Local Government Inspectorate (LGI) in reference to a complaint made by City of Stonnington staff in July 2020 which referenced communications that were made by Cr Griffin which formed the basis of the complaint the Council:***

- 1. NOTE a response to the LGI recommendations must be made by 2nd October, 2021***
- 2. NOTE a letter signed by a number of councillors to staff acknowledging the inappropriate behaviour***
- 3. NOTE actions being taken to improve Council's framework for governing councillor and staff interactions***
- 4. NOTE the apology made at the Council Meeting of 6 September 2021 by Cr Griffin in response to the findings of the LGI investigation was incorrect in that:***
  - Cr Griffin asserted the car was abandoned when it wasn't. It was fully registered and parked legally.***
  - Cr Griffin said that the finding of the LGI "...was the end of the matter, so far as it concerns me personally". The LGI has indicated that the Council should determine if Cr Griffin's behaviour constitutes a breach of the Code of Conduct***
- 5. We URGE that Cr Griffin make a fulsome apology consistent with addressing the findings of the LGI investigation***
- 6. ASK that the issue be referred back to the next Audit and Risk Committee meeting to track and monitor progress in line with the LGI recommendations***
- 7. We recognise the impact of this behaviour on Council Staff***
- 8. We THANK Council Staff for their bravery and encourage all staff to hold Councillors to account where there is inappropriate conduct and hope that we can continue to work collaboratively.***

A Division was called :

Voting For: Cr Jami Klisaris, Cr Kate Hely, Cr Matthew Koce, Cr Melina Sehr, Cr Mike Scott and Cr Polly Morgan

Voting Against: Cr Alexander Lew

The motion was declared

**Carried**

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(9:34pm ) Cr Griffin returned to the meeting.

The Chair foreshadowed that a report would come to the next Council meeting to cancel the Council meeting to be held on Monday 1 November 2021.

### **16 General Business**

Cr Griffin indicated that she wished to make a statement as she was aware of an issue which had been the subject of discussion amongst Councillors concerning the Local Government Inspectorate complaint.

I needed to recuse myself from the item but am aware of the detail, as this material was sent to all Councillors at around 5.30pm this afternoon.

I think it is a matter of natural justice that I speak to this item.

This matter relates to my attempt to get a van removed from my street.

The van was there for around 3 months before it became vandalized and remained there for around another 7 months.

My neighbours became increasingly concerned.

I corresponded these concerns to Council Officers and it is around this correspondence that the matter was reported to the Local Government Inspectorate.

Now to quote from the Local Government Inspectorate whilst the Inspectorate identified no offence under the Act but we did identify deficiencies in the Council's relevant policy and procedures.

The Local Government Inspectorate provided me with the entirety of the evidence in respect of my conduct.

My fellow Councillors have not asked to see that at any stage even though I made a public apology about this at the last meeting so I would now like to read these emails that constitute this evidence. It won't take very long, there weren't many of them because I believe in transparency. I have made an apology but I don't think we have gone quite far enough yet in terms of natural justice so Mayor if you will bear with me I would now like to read these emails. I have to be careful as I don't want to put any names in so I am just going to use the words neighbour and officer if you will bear with me.

The Chief Executive Officer interjected and informed Cr Griffin that it was inappropriate to proceed with discussing the nature of the emails as Council staff had made complaints to the Local Government Inspectorate on a confidential basis.

Cr Lew raised a point of order that Cr Griffin was not allowed procedural justice under the Councillor Code of Conduct.

The Chair ruled against the point of order.

Cr Lew indicated he wished to move a motion " That the ruling of the Chair on the breach of the Code of Conduct be dissented from".

MOTION:

MOVED: Cr Alexander Lew

SECONDED: Cr Marcia Griffin

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***That the ruling of the Chair on the breach of the Code of Conduct be dissented from.***

The motion was not put to the vote and the meeting was adjourned to seek clarification of the Governance Rules.

9:40pm The meeting was adjourned.

9:45pm The meeting resumed.

The Chair requested that Cr Griffin not read out the confidential emails, however invited her to sum up the matter.

**17 Confidential Business**

MOTION:

MOVED: Cr Melina Sehr

SECONDED: Cr Mike Scott

***That the meeting be closed to the public to consider confidential business.***

**Carried**

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### **17.1 Toorak Open Space**

The Confidential report is circulated separately under the Local Government Act.

The document is confidential information under Section 66 (2) (a) of the Local Government Act 2020. The matter is deemed to be confidential under Section 3 (1) (c) land use planning information, being information that if prematurely released is likely to encourage speculation in land values.

The meeting concluded at 9:55pm following consideration of Confidential business.

Confirmed on 4 October 2021

.....  
**CR KATE HELY, MAYOR**

## **AUDIT & RISK COMMITTEE REPORT – SEPTEMBER 2021**

### **PURPOSE OF THE REPORT**

The report meets the reporting requirements to the Council as mandated by the Local Government Act 2020 pursuant to section 54(5) and importantly provides the Council with a summary of the activities of the Audit and Risk Committee (the Committee) has addressed in discharging its responsibilities under its Charter. It is the first such report under the new Local Government Act.

### **PERIOD OF THE REPORT**

The last report of the Committee to the Council was made in February 2020 and covered the calendar year 2019. Given that, this report will note separately the activities for the calendar year 2020 and for the meetings to date in 2021.

Going forward, as required under the Charter, the Committee will prepare and present bi-annual reports to the Council for tabling at the end of the first and third quarters each year.

### **COMMITTEE CHARTER**

The Audit and Risk Committee Charter was last updated and approved by the Council on 1 June 2020 to be consistent with the new Local Government Act.

Under the Charter, the primary objective of the Committee is to assist the Council to fulfill its responsibilities relating to organisation risk management practices, accounting and reporting of the City. In particular it is required to

- Monitor the Council's exposure to risk and manage risks.
- Maintain open lines of communication among the Council, internal auditors, external auditors and officers to enable an exchange of views and information.
- Determine through regular review of audit activity, the adequacy and effectiveness of the City's administrative, operating and accounting controls.
- Assist in establishing and maintaining appropriate corporate conduct and good governance.
- Oversee and appraise the quality of the audits conducted by the City's internal and external auditors.
- Review the annual financial statements of the Council.
- Provide advice in determining the Council's risk control audit programs and risk minimisation measures.

## COMMITTEE STRUCTURE AND MEETINGS

The Committee consists of two Councillors and three independent external members. The membership during the period covered was:

- Mr Bruce Potgieter Independent Member and Chair until 30 April 2021  
Retired as a member of the committee having served three terms with the committee.
- Ms Bev Excell Independent Member, appointed on 17 February 2020 and appointed Chair on 17 May 2021.
- Mr David Ashmore Independent Member appointed on 1 October 2018 and appointed Deputy Chair on 17 May 2021
- Ms Pallavi Khanna Independent Member, appointed on 17 May 2021

### ***Councillor Members***

- Cr Kate Hely Member from 7 December 2020
- Cr Marcia Griffin Member from 7 December 2020
- Cr Steve Stefanopoulos Member from 17 February to 24 October 2020
- Cr Matthew Koce Member from 17 February to 24 October 2020

The Committee met four times in 2020 and three times in 2021, with attendance as below.

Member	20 Feb 2020	4 Jun 2020	23 Sep 2020	10 Dec 2020	18 Mar 2021	19 May 2021	26 Aug 2021
Bruce Potgieter	R	R	R	Apology	R retired		
Bev Excell	R	R	R	R	R	R	R
David Ashmore	R	R	R	R	R	R	R
Pallavi Khanna						R commenced	R
Cr Steve Stefanopoulos	R	R	R	R			
Cr Matthew Koce	R	R late arrival	R late arrival	R			
Cr Kate Hely					R commenced	R	R
Cr Marcia Griffin					R commenced	R	R

## **BUSINESS OF THE COMMITTEE**

This is a summary of the key items (but not all) considered by the committee.

### **Risk Management**

Risk management has remained a key focus of the Committee and has been reviewed at all meetings. The Committee continued to focus on and prioritisation of risks associated with internal audit reviews and external audit reports.

The Committee was provided with regular updates on the response to COVID-19 along with matters such as financial impacts, supporting the workforce and security of IT Systems.

The Committee was presented with the following matters in 2020:

- Cyber Security Review
- Gift Benefits Register
- Planning & Place Division update
- Procurement Controls Initiative update

The Committee was presented with the following matters in 2021:

- Quarterly Reports – Risk Management, Health & Safety Wellbeing
- An overview of the Community and Wellbeing Division
- Draft Risk Management and Opportunities Framework
- Councillor Code of Conduct

The committee remains keen to see more progress to further embed the risk management culture. This is a key area for ongoing focus.

The Committee was provided details on a small number of confidential issues and received regular updates on the actions the Council was taking in response.

### **Financial Reporting and External Audit**

The committee reviewed the 2019-2020 and the 2020-2021 Financial and Performance Statements.

Management letters issued by the external auditors as part of the annual audit were received and considered. The Council received an unqualified audit opinions from the Victorian Auditor General.

### **Internal Audit**

HLB Mann Judd have been our Internal Auditors throughout the reporting period.

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The three-year Internal Audit plan was reviewed and updated. The following reports were tabled at Audit and Risk Committee meetings for endorsement in 2020:

- Fleet Management
- Environmental Health Services
- Councillors Expenses
- Tree Management
- Parking Infringement Management
- Procurement and Supplier Management.
- Tendering & Contract Management
- Records Management
- Governance of the Council's Support Package (COVID-19)
- Review of Payroll
- Special Review of Contract and Procurement Processes
- Follow-up on Previous Internal Audits

The following reports have been tabled at Audit and Risk Committee meetings for endorsement to date in 2021:

- Review of Councillor Expenses
- Review of Compliance with Key Legislative Requirements
- Management of Rates Revenue

#### **Other Audits and Information Presented**

In addition, the Audit and Risk Committee have had information presented on the following audits, investigations or internal projects, including some that have been conducted by other agencies:

Calendar year 2020:

- VAGO Results of previous years Local Government audits and other relevant integrity agency reports
- Local Government Performance Reporting Framework results
- Protecting integrity: Yarriambiack Shire Council Investigation' report

Calendar year 2021 to date

- Quarterly Performance Reports
- Response to the new Gender Equality Act
- VAGO Sexual Harassment Audit
- VAGO Local Roads Audit

#### **OVERALL CONDUCT OF THE AUDIT AND RISK COMMITTEE**

- The work of the committee is driven by the Committee's Annual Work Plan. The role of the Committee was expanded with the new Local Government Act and the agenda are very full and it is a challenge to complete the agenda each meeting. The Council has approved the addition of a fourth independent member of the committee.
-



- Transition to virtual meetings: In line with the COVID-19 response the committee has conducted all meetings virtually from May 2020. There is a strong preference to return to in-person when it is appropriate and safe to do so.
- In addition to the regular quarterly meetings, committee members have attended a number of extraordinary or informal meetings, for example, to receive an update on the Council's response to Covid-19, an update on the Digital Transformation program, or to provide input into proposed changes to the Risk Management Framework.
- The Committee has agreed that its minutes will be made public through the Council.
- Communication with management: The management team members have been made available for consultation with members of the Committee at any time during the year. Management have been very supportive of the activities of the committee and are looking at options to enhance the administrative support.
- Strategy: The Committee has discussed a Value for Money focus and is considering possible approaches. The committee is planning a half-day strategy session (which has already been postponed due to Covid restrictions). The intention is to review the role and purpose of the committee and the value it adds to the City of Stonnington. Additionally, the session will look at how we could develop a more strategic approach to risk management, including embedding a strong risk culture.

### **COMMITTEE ANNUAL SELF-ASSESSMENT RESULTS**

The Committee conducted a self-assessment in February 2020; the Summary of Responses is in the Attachment. Overall, the survey did not reveal any significant shortcomings and was quite encouraging but highlighted opportunities

- to identify some training opportunities for committee members
- to work closer with the Council by circulating minutes to all Councillors and increasing Councillor understanding of the role of the Committee.

### **CONCLUSION**

- The Committee's overall assessment is that the Council is managing its responsibilities regarding financial control and compliance well and the risk management approach and the governance culture of the Council continues to strengthen and adapt to changes in the Council.
- The Committee would like to thank the management team for its support in running the Committee and I would like to thank my colleagues, both the independent members and the Councillors, for their contribution to an effective and passionate Committee.

Bev Excell  
Chair, Audit and Risk Management Committee

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## Audit & Risk Committee Self-Assessment Survey 2019/20

### *Summary of Responses*

Question		Strongly Agree	Agree	N/A
1	The Audit & Risk Committee has the ability to review the scope of the internal audit plan	5		1
2	The Audit & Risk Committee has the ability to evaluate special internal audit assignments undertaken	5	1	1
3	The Audit & Risk Committee has the ability to review the resources allocated to internal audit and its authority	2	2	
4	The Audit & Risk Committee has the ability to review internal audit reports and monitor responses and implementation of recommendations	3		
5	The Audit & Risk Committee has the ability to liaise with internal and external auditors to promote compatibility between audit programs	2	3	
6	The Audit & Risk Committee has the ability to critically analyse internal and external audit reports	5		
7	The Audit & Risk Committee has the ability to review management responses	4	1	
8	The Audit & Risk Committee has the ability to determine if council has appropriate information management systems and risk management processes including risk minimization procedures	4	2	
9	The Audit & Risk Committee has the ability to determine whether systems of control are adequate	1	3	
10	The Audit & Risk Committee has the ability to determine whether systems of control embrace good governance concepts and procedures	1	3	
11	The Audit & Risk Committee has the ability to review Council's draft financial report	4	1	1
12	The Audit & Risk Committee has the ability to review any significant changes in Council's annual financial report	6		1
13	The Audit & Risk Committee has the ability to review the annual performance statement	5	1	
14	The Audit & Risk Committee has the ability to identify specific projects for investigation		4	
15	The Audit & Risk Committee has the ability to oversee investigation of any suspected cases of fraud	2	2	
16	The Audit & Risk Committee has the ability to monitor the progress of major lawsuits facing Council through executive reporting	2	1	
17	Adequate training opportunities are made available to Audit & Risk Committee members on a needs basis		1	
18	Members of the Audit & Risk Committee are provided with agendas on the Friday prior to the meeting	2	1	
19	Minutes are provided in timely manner	2	1	
20	Information provided with the agenda meets Members' needs	2	1	
21	Officers assist in ensuring outstanding agenda items are actioned	2	1	
22	Officers respond promptly in providing management comments in audits reports	3	2	
23	Information provided by internal auditors is complete	4		1
24	Information provided by the internal auditor is adequate for the Committee's needs	2	1	
25	Open lines of communication are maintained with Council	2	1	
26	Adequate information is supplied regarding the Annual External Audit Strategy and Plan	4		
27	External Audit report is supplied on a timely basis	2	1	
28	Council understands the role and responsibilities of the Audit Committee		3	
29	The Chairman of the Audit & Risk Committee has the skills to adequately control the meeting	2		
30	Members of the Audit & Risk Committee have the necessary skills to meaningfully contribute	4		
31	Internal Audit reports to the correct level and has the appropriate authority	4	1	
32	The Audit & Risk Committee has the ability to liaise with internal and external auditors	4		
33	External Audit visits are appropriately timed	2		1
34	The internal auditor communicates effectively with management and staff	1	2	1
35	The external auditor communicates effectively with management and staff	2		1
36	Internal Audit visits are appropriately timed	1	3	2
37	The internal audit program has focused on the activities which constitute the highest risk #		3	2
38	The internal audit program has focused on activities which are important to Council's operations #	1	3	
39	The internal audit program focuses on activities which have the greatest impact on managing risk. #	3	1	1

**Audit & Risk Committee Self-Assessment Survey 2019/20**

*Summary of Responses*

40	Internal audit report findings and recommendations are clear and address the identified issues	4		1
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Preferred Candidate Profile

Jenny Johanson has had an extensive career in Audit, Risk Management , Corporate Governance and Information Technology with a strong focus on technology –enabled digital transformation and achieving return on investment for technology projects. Jenny holds a Bachelor of Commerce from the University of Melbourne and is a Graduate of the Australian Institute of Company Directors .She is currently employed by RSM Australia ,Melbourne in the role of Senior Advisor ,Risk and Advisory Services, Cyber Security and Privacy.

Jenny is an experienced Chartered Accountant with broad public sector experience being a member of three Local Government Audit and Risk Committees and on two State/Territory entities.

She is currently an independent member of the following Audit & Risk Committees:

- Bayside City Council
- Hume City Council,
- South Gippsland Shire Council,
- University of Melbourne ,
- Independent Broad-Based Anti-Corruption Commission (IBAC)
- Chief Minister ,Treasury & Economic Development Directorate ACT Government
- Education Services Australia Limited.

**Stonnington City Council Innovate Reconciliation Action Plan July 2021 – July 2023**

[Insert Statement from Mayor] To be inserted into final draft

[Insert statement from CEO] To be inserted into final draft

[Insert Reconciliation Statement] This needs to be requested from RA

**Introduction**

This Reconciliation Action Plan (2021-2023) will provide leadership for our community as we continue our Reconciliation journey. We have listened to the ambitions of our community and the aspirations of Traditional Owners, internal stakeholders and the lessons of our experience. We will continue to advocate for a city in which connections are forged and maintained with Aboriginal and Torres Strait Islander peoples; cultural awareness is raised; history is respected and contributions are honoured. This Innovate Reconciliation Action Plan is built on the achievements of our previous plans. The actions will be delivered between July 2021 and July 2023.

**Statement of Commitment**

The City of Stonnington acknowledges that the Wurundjeri Woi Wurrung and Bunurong peoples of the East Kulin Nations are the Traditional Custodians of this land who have strived to retain their identity and cultures through more than two hundred years of dispossession and colonisation.

We recognise and accept our responsibility to learn from and promote the intrinsic value of Aboriginal and Torres Strait Islander cultures, heritage and contemporary aspirations to the wider community; understanding that this enriches Australia's heritage and our community.

We acknowledge the right of Aboriginal and Torres Strait Islander peoples to live according to their own values and customs in our diverse community, subject to Australian law. We respect the Wurundjeri Woi Wurrung and Bunurong peoples' special relationship to the land and recognise Aboriginal and Torres Strait Islander sacred sites and significant places. We extend that respect to all Aboriginal and Torres Strait Islander peoples, and we acknowledge their living connection to Country; a relationship with the land and all living things extending back tens of thousands of years.

Council recognises the valuable contributions to Victoria made by all the people of the East Kulin Nations and all Aboriginal and Torres Strait Islander peoples and will work together towards a future of mutual respect and harmony.

### **Reconciliation Acknowledgement Statement**

Council's Reconciliation Acknowledgement Statement is read at all Council meetings, Citizenship ceremonies, Mayoral and Civic receptions, and official occasions.

We acknowledge we are meeting on the Traditional Lands of the Wurundjeri Woi Wurrung and Bunurong peoples of the East Kulin Nations and pay our respect to their Elders past, present and emerging.

We extend that respect to all Aboriginal and Torres Strait Islander peoples. We acknowledge their living connection to Country, a relationship with the land and all living things extending back tens of thousands of years.

### **Our Vision for Reconciliation**

Our vision for reconciliation is a united, equitable community where Aboriginal and Torres Strait Islander peoples' voices, experiences and ideas are heard and respected; and where there is deep understanding of the wrongs of the past and their impact.

In the context of City of Stonnington, this represents a healthy and cohesive community with equal opportunities to participate in community life and to access services and programs. Ours will be a welcoming, inclusive, and supportive city where truth telling strengthens relationships between Aboriginal and Torres Strait Islander peoples and all our other community members. As a workplace, the City of Stonnington is inclusive, culturally safe, diverse and vibrant.

Through our Innovate Reconciliation Action Plan, we will share a mutually beneficial pathway that will lead to a meaningful reconciliation journey with Aboriginal and Torres Strait Islander peoples and Traditional Owners. We endeavour to demonstrate our commitment to reconciliation and its mutually beneficial outcomes for all people living in and associated with the City of Stonnington.

### **Our Business and Peoples**

As a local government, the City of Stonnington has a broad sphere of influence as an employer and as the provider of a diverse range of service.

The City of Stonnington owns and operates three primary sites (Malvern Corporate Office, Malvern Town Hall and Tooronga Depot) and over forty community facilities including aquatic centres, childcare centres, community centres, kindergartens, libraries, maternal child health centres and older persons centres.

The City of Stonnington delivers a broad range of programs and services to support the health and wellbeing of everyone who lives, works or visits Stonnington including:

- services supporting people of all ages, abilities, cultures; economic backgrounds and orientations;
- management and maintenance of community infrastructure including libraries, pools, parks, gardens, sporting facilities, roads, drains and street lighting;
- general services such as waste collection, street cleaning and animal management;
- development and enforcement of local laws - building, planning, health and wellbeing;
- development and implementation of policies and strategies; and
- land management including the preservation of natural features such as the Yarra River, parks, reserves and urban canopy.

The Council Plan (2017-2021) provides an overview of Council's key functions and legislative requirements, centred around four key pillars:

- Community – An inclusive city that enhances the health and wellbeing of all residents, where people can feel safe, socially connected and engaged.
- Liveability – The most desirable place to live, work and visit.
- Environment – A cleaner, safer, and better environment for current and future generations to enjoy.
- Economy – A city that will grow its premier status as a vibrant, innovative and creative business community.

### **Our City**

The City of Stonnington is located in Melbourne's inner south-eastern suburbs, about three to thirteen kilometres from the Melbourne CBD. It was formed in June 1994 through the amalgamation of the Cities of Malvern and Prahran. Stonnington covers an area of 25.62 square kilometres and takes in the suburbs of Prahran, Windsor (part), South Yarra (part), Toorak, Armadale, Malvern, Malvern East, Kooyong, and Glen Iris (part). Stonnington is primarily a residential area, with some commercial, industrial, office and institutional land uses. It is well known for its shopping and lifestyle precincts, parks and gardens, leafy streets, and historical architecture.

The forecast population of the municipality in 2021 was just over 123,000. The City of Stonnington has 890 employees, of which five are Aboriginal and/or Torres Strait Islander people.

**Our RAP**

The City of Stonnington's Reconciliation Action Plan (RAP) 2021–2023 will provide a focus for our entire community. It advocates for a city in which connections are forged and maintained with Aboriginal and Torres Strait Islander peoples, cultural awareness is raised, history is respected and contributions are honoured.

**Our RAP Champions**

Internally, at the executive level the Stonnington RAP is championed by the CEO, Chief People Officer and the Director of Community and Wellbeing, and the Mayor at the Councillor level.

Stonnington has supported RAP development and implementation through the establishment of a RAP Advisory Committee, and an Internal staff RAP Working Group.

The RAP Advisory Committee (SRAC) is chaired by the CEO and is comprised of the Director of Community and Wellbeing, Chief People Officer, Manager of Aged, Diversity and Community Planning, and the Aboriginal Reconciliation Officer. External members include a representative from the Traditional Owner groups (Wurundjeri Woi Wurrung and Bunurong) and local group, Reconciliation Stonnington. The Terms of Reference are focused on the provision of guidance and advocacy for RAP objectives and implementation within Council, with community members, and relevant stakeholders such as the Victorian Government, neighbouring Councils, and peak bodies.

The RAP Working Group is comprised of the Aboriginal Liaison Officer and coordinators and team leaders from Economic Development and Place; Communications; People; Community Planning; Community Support; Middle years and Youth Service; Early Years; Maternal and Child Health; Library Services; Events, Arts and Culture; Sustainable Environment; Venues and Care Services. A future action is to extend the RAP working group to include local Aboriginal representative/s.



**Our RAP Journey**

In late 2020, Council commenced engagement to inform the development of the RAP 2021-23. Consultation was undertaken with the Wurundjeri Woi Wurrung Cultural Heritage Aboriginal Corporation, Bunurong Land Council and Boonwurrung Land and Sea Council; and Reconciliation Stonnington, a local community group. Internally, consultation was undertaken with the members of the RAP Working Group and Diversity and Inclusion Working Group. Feedback gathered from the community engagement has informed the development of this Plan. The Plan implementation will be guided by the RAP Working Group with oversight by the Stonnington RAP Advisory Committee (SRAC).

This Reconciliation Action Plan is built on the achievements of the previous RAP July 2018-December 2020 (Council's third RAP). The Achievements during this RAP included:

- Hosted annual Reconciliation week celebrations in partnership with Prahran Market.
- Celebrated NAIDOC week events which including displaying two-storey banners on the outside of Malvern Town Hall to celebrate NAIDOC week featuring local artist Christinaray Nadja Weetra art.
- Local Aboriginal artist mentors Uncle Les Stanley and Christinaray Nadja Weetra, facilitated creative art workshops at Prahran Community Learning Centre, Horace Petty Estate and Prahran High School and Windsor Primary School. The young peoples' artwork created went on to become the exhibition pieces for the NAIDOC art show at Chapel off Chapel.
- Cultural consultations held with Traditional Owners for the commission of public artwork/markers for the Yarra River Biodiversity Project.
- Cultural consultations were completed as part of the masterplan project for Gardiners Creek Parkland.
- Smoking Ceremonies and Welcome to Country events were held at the local Children's Hub to support children who identify as Aboriginal through daily programs, a collaboration with Council's Middle Years and Youth Services, Aboriginal service providers and the Working Together Network.
- Aboriginal Heritage walks were introduced as part of Council's older person's program.
- Aboriginal and Torres Strait Islander cultural awareness training delivered, including induction training for all new employees. Over 190 members of City of Stonnington staff received in-house cross-cultural training from the Victorian Aboriginal Community Services Limited (VACSAL).
- Cultural Awareness Training for all Aged Services staff was delivered by Boon Wurrung Foundation.
- Cultural Awareness training for the Statutory Planners' general staff meeting conducted by Parbinarta Carolyn Briggs and Boonwurrung CEO Gerhan Steel.
- All of Stonnington's early years teaching staff were provided capacity building and respectful learning environments training to promote appropriate cultural teaching and learning resources at our early years' centres.

- Victorian Aboriginal Community Services Association Limited (VACSAL) delivered a number of cross-cultural safety training sessions for all Family and Children's Early Years educators and staff.
- Each of the Stonnington Childcare Centres were presented with a collection of story books from Boonwurrung and Wurundjeri elders and authors as well as storybooks that tell a range of Aboriginal and Torres Strait Islander contemporary stories to support culture and truth telling history. Each of the book collections were wrapped in an originally designed painted calico book bag, painted by Christinaray Nadja Weetra.
- A collaboration with John Holland and Metro Tunnel RIA and support from Youth Services team saw two young people complete their Certificate in Rail Infrastructure and transition into full time work.
- Ongoing engagement of headline performers such as Casey Donovan, Christine Anu and Isaiah Firebrace for Council festival and cultural events including Carols at Como and the jazz festival. Glow Winter Lights Festival also featured Aboriginal and Torres Strait Islander Artwork installations.
- Celebrated Reconciliation Week 2020 with a heartfelt community Acknowledgement of Country video released on the City of Stonnington Facebook page, received over 2800 views.
- Developed two cultural walks connecting local community to Gardiners Creek hosted by Council's Environment Department. This included education on what the area means to Traditional Owners and how people can recognise and respect the area where they live. The walks included an ecology or biodiversity focus.
- Stonnington Libraries hosted a book chat at home featuring Aboriginal and Torres Strait Islander authors.
- Prahran square commissioned artist Fiona Foley to create the "Murnalong" (Boon Wurrung word for Bee) sculptures.
- Welcome to Country and Smoking Ceremony delivered at the opening for Prahran Square by Gerhan Steel.
- Consulted with the Traditional Owners in Stonnington regarding a new Nature Play Program and handbook publication released in July 2020 as part of the Stonnington Sustainable Schools Program. The purpose of the program is to encourage kids to connect with nature across kindergartens in Stonnington.
- The Mayor presented two local students from Stonnington Primary School and Toorak Primary School with an award from the Koorie Arts Project in December 2019.
- Youth Services initiated an Aboriginal and Torres Strait Islander Artist mentoring with young people to facilitate a street art project.

**Actions to be carried forward include, including lessons learned:**

- Enhance our internal process to be inclusive and further strengthen our commercial relationships with and support Aboriginal and Torres Strait Islander owned businesses in Stonnington.

- Initiate engagement with Aboriginal and Torres Strait Islander staff on employment strategies including professional development to increase workforce participation.
- Look for new ways to Increase staff cultural competency and promote and advocate for Aboriginal and Torres Strait Islander communities.

<b>Relationships [image from RA]</b>			
<p>The City of Stonnington recognises we can do more to build greater respectful connections with First Nations peoples within our community of stakeholders including Aboriginal and Torres Strait Islander peoples, community members, Traditional Owners, community-controlled organisations, and the Local Aboriginal Network (LAN) community. This will create opportunities for mutually beneficial relationships, strength, growth, and opportunity for all. We will strengthen these relationships through providing access and participation to council services, programs, events, and Council decision-making resulting in additional open positivity toward Aboriginal and Torres Strait Islander peoples and cultures.</p> <p><b>Focus area:</b> <i>An inclusive city that enhances the health and wellbeing of all residents, where people can feel safe, socially connected, and engaged.</i></p>			
<b>Action</b>	<b>Deliverable</b>	<b>Timeline</b>	<b>Person responsible</b>
1. Establish and maintain mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.	<ul style="list-style-type: none"> <li>Meet regularly with local Aboriginal and Torres Strait Islander stakeholders and organisations to develop guiding principles for future engagement.</li> </ul>	Monthly from July 2021	Aboriginal Liaison Officer
	<ul style="list-style-type: none"> <li>Develop and implement an engagement plan to work with Aboriginal and Torres Strait Islander stakeholders and organisations.</li> </ul>	May 2021,2022	Aboriginal Liaison Officer
	<ul style="list-style-type: none"> <li>Invite Aboriginal and Torres Strait Islander community members to events to continue building relationships.</li> </ul>	Jul and Aug 2021 Jan, Feb, May, Jun, Jul and Aug 2022 Jan, Feb, May and Jun 2023	Aboriginal Liaison Officer
2. Build relationships through celebrating National Reconciliation Week (NRW).	<ul style="list-style-type: none"> <li>Circulate Reconciliation Australia’s NRW resources and reconciliation materials to our staff.</li> </ul>	May 2021, 2022 and 2023	Aboriginal Liaison Officer Manager Communications and Engagement
	<ul style="list-style-type: none"> <li>Encourage all RAP Working Group members to participate in external NRW events.</li> </ul>	27 May-3 June, 2022 and 2023	Chief People Officer Aboriginal Liaison Officer

	<ul style="list-style-type: none"> <li>Encourage and support Councillors, Council staff and senior leaders to participate in external events to recognise and celebrate NRW every year.</li> </ul>	27 May-3 June, 2022 and 2023	CEO
	<ul style="list-style-type: none"> <li>Organise at least one NRW event each year.</li> </ul>	27 May-3 June 2022 and 2023	Aboriginal Liaison Officer
	<ul style="list-style-type: none"> <li>Register all National Reconciliation Week events on the Reconciliation Australia's <a href="#">NRW website</a>.</li> </ul>	May 2022 and 2023	Aboriginal Liaison Officer
3. Promote reconciliation through our sphere of influence.	<ul style="list-style-type: none"> <li>Implement strategies to engage our staff in reconciliation.</li> </ul>	August 2021	Chief People Officer
	<ul style="list-style-type: none"> <li>Promote and communicate our commitment to reconciliation internally and publicly.</li> </ul>	May 2022 and 2023	Manager Communications and Engagement
	<ul style="list-style-type: none"> <li>Explore opportunities to positively influence our external stakeholders to drive reconciliation outcomes.</li> </ul>	August 2021 and 2022	Manager Communications and Engagement
	<ul style="list-style-type: none"> <li>Collaborate with RAP and other like-minded organisations to develop ways to advance reconciliation.</li> </ul>	August 2021	Aboriginal Liaison Officer
	<ul style="list-style-type: none"> <li>Promote reconciliation through City of Stonnington champions (Councillors, Council's Diversity and Inclusion Consultative Committee and Executive Team).</li> </ul>	July 2021	CEO Chief People Officer
	<ul style="list-style-type: none"> <li>Display Aboriginal and Torres Strait Islander signage (e.g. window decals and/or art work and/or language) at Council venues; and fly the flags at 311, Malvern Town Hall and Prahran Town Hall.</li> </ul>	August 2022	Chief Governance Officer Manager Active Communities Coordinator Venues
	<ul style="list-style-type: none"> <li>Engage with Aboriginal and Torres Strait Islander stakeholders annually and report to Council to endorse planned Australia Day activities that include respectful recognition of Aboriginal and Torres Strait Islander histories.</li> </ul>	October 2021 and 2022	Aboriginal Liaison Officer Manager Aged, Diversity and Community Planning Chief Governance Officer

			Manager Events, Arts and Culture
	<ul style="list-style-type: none"> <li>Celebrate Aboriginal Children’s Day in collaboration with local early learning centres, primary schools and Aboriginal and Torres Strait Islander communities.</li> </ul>	August 2022	Manager Community Services (Library, Early Years and Middle years and Youth Services)
4. Promote positive race relations through anti-discrimination strategies.	<ul style="list-style-type: none"> <li>Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions, and future needs.</li> </ul>	April 2022	Diversity and Inclusion Specialist / Workplace Relations
	<ul style="list-style-type: none"> <li>Develop, implement, and communicate an anti-discrimination policy for our organisation.</li> </ul>	April 2022	Diversity and Inclusion Specialist / Workplace Relations
	<ul style="list-style-type: none"> <li>Engage with Aboriginal and Torres Strait Islander staff and/or Aboriginal and Torres Strait Islander advisors to consult on our anti-discrimination policy.</li> </ul>	June 2022	Diversity and Inclusion Specialist/Workplace Relations
	<ul style="list-style-type: none"> <li>Educate senior leaders on the effects of racism.</li> </ul>	July 2022	Chief of Staff Chief People Officer
5. Improve Aboriginal and Torres Strait Islander residents’ access to information and services.	<ul style="list-style-type: none"> <li>Communicate positive stories of Aboriginal and Torres Strait Islander employees, community members, local businesses and local events through City of Stonnington social media and internal communication channels.</li> </ul>	November 2021	Manager Communications and Engagement, Manager Economic Development and Place
	<ul style="list-style-type: none"> <li>Use inclusive images and language to promote Council services and programs to Aboriginal and Torres Strait Islander residents.</li> </ul>	July 2021	Manager Communications and Engagement

<b>Respect [image from RA]</b>			
<p>Council believes that respecting the histories, cultures, land, environment, and all the people that make up our community will lead to greater empowerment, equity, participation, encouragement, and confidence. Through respect we will build trust and awareness and augment our ability as a community to best deliver the story of our history and that of the land and people. Through a committed approach to building knowledge and understanding to address inequality, including barriers to participation in services and community life. Council believes that by effective communication between council, community members' and stakeholders', recognition and respect will become evident. Council acknowledges Aboriginal and Torres Strait Islander peoples as the First Peoples of Australia and that the inter-generational impacts of dispossession and colonisation continue to impact disadvantage today. Our actions through the RAP aim to educate us without cleansing history.</p> <p><i><b>Focus area:</b> An inclusive city that enhances the health and wellbeing of all residents, where people can feel safe, socially connected and engaged.</i></p>			
<b>Action</b>	<b>Deliverable</b>	<b>Timeline</b>	<b>Person responsible</b>
6. Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge, and rights through cultural learning.	<ul style="list-style-type: none"> <li>Conduct a review of cultural learning needs within our organisation.</li> </ul>	October 2021	Diversity and Inclusion Specialist Organisational Development Advisor
	<ul style="list-style-type: none"> <li>Consult local Traditional Owners and/or Aboriginal and Torres Strait Islander advisors on the development and implementation of a cultural learning strategy.</li> </ul>	February 2022	Aboriginal Liaison Officer Diversity and Inclusion Specialist
	<ul style="list-style-type: none"> <li>Develop, implement, and communicate a cultural learning strategy for our staff.</li> </ul>	April 2022	Diversity and Inclusion Specialist Organisational Development Advisor
	<ul style="list-style-type: none"> <li>Provide opportunities for members of the RAP Working Group, HR managers and other key leadership staff to participate in formal and structured cultural learning.</li> </ul>	October 2021	Diversity and Inclusion Specialist

			Organisational Development Advisor
	<ul style="list-style-type: none"> <li>Embed cultural training into Council's staff training program undertaken by all employees every two years.</li> </ul>	July 2022	Diversity and Inclusion Specialist Organisational Development Advisor
7. Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.	<ul style="list-style-type: none"> <li>Increase staff's understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.</li> </ul>	August 2021	Aboriginal Liaison Officer Diversity and Inclusion Specialist Manager Communications and Engagement
	<ul style="list-style-type: none"> <li>Develop, implement, and communicate a cultural protocol document, including protocols for Welcome to Country and Acknowledgement of Country.</li> </ul>	August 2021	Chief Governance Officer
	<ul style="list-style-type: none"> <li>Invite a local Traditional Owner or Custodian to provide a Welcome to Country or other appropriate cultural protocol at significant events each year.</li> </ul>	Jul 2021, Mar, Jun, Jul & significant events 2022 & 2023	Chief Governance Officer Manager Events, Arts and Culture
	<ul style="list-style-type: none"> <li>Include an Acknowledgement of Country or other appropriate protocols at the commencement of meetings.</li> </ul>	August 2021	Aboriginal Liaison Officer Manager Communications and Engagement
	<ul style="list-style-type: none"> <li>Embed the significance of the Welcome to Country and Acknowledgement of Country into Council's induction and staff training program.</li> </ul>	July 2021	Aboriginal Liaison Officer Organisational Development Advisor



	<ul style="list-style-type: none"> <li>Invite Traditional Owners to conduct a Welcome to Country at citizenship ceremonies and other significant events.</li> </ul>	July 2021, 2022, 2023	Chief Governance Officer Manager Events, Arts and Culture
	<ul style="list-style-type: none"> <li>Include an Acknowledgement of Country statement with staff email signatures and key Council documents, publications, and website.</li> </ul>	September 2021	Manager Communications and Engagement
8. Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week.	<ul style="list-style-type: none"> <li>RAP Working Group to participate in an external NAIDOC Week event.</li> </ul>	July 2021; 2022	Coordinators from Community and Wellbeing, Planning and Place, Environment and Infrastructure and People
	<ul style="list-style-type: none"> <li>Review HR policies and procedures to remove barriers to staff participating in NAIDOC Week.</li> </ul>	August 2021	Diversity and Inclusion Specialist Workplace Relations
	<ul style="list-style-type: none"> <li>Promote and encourage participation in external NAIDOC events to all staff.</li> </ul>	July 2021 July 2022	Aboriginal Liaison Officer Manager Communications and Engagement
	<ul style="list-style-type: none"> <li>Consult with Traditional Owners to develop and deliver a culturally sensitive program of NAIDOC week events.</li> </ul>	May-June 2022 and 2023	Aboriginal Liaison Officer
	<ul style="list-style-type: none"> <li>Provide opportunities for Aboriginal and Torres Strait Islander staff to participate with their cultures and communities during NAIDOC Week and other significant cultural events.</li> </ul>	July 2021 and 2022	Aboriginal Liaison Officer Department Managers
	<ul style="list-style-type: none"> <li>Investigate conducting an annual Welcome to Country Ceremony for babies, children, and new families with local Aboriginal and Torres Strait Islander communities during NAIDOC or Children's Week.</li> </ul>	July 2022	Manager Community Services

			Coordinator Maternal and Child Health
9. Promote and encourage the value of Aboriginal and Torres Strait Islander arts and cultures.	<ul style="list-style-type: none"> <li>Acquire, commission or exhibit Aboriginal and Torres Strait Islander artwork and programming as part of Council's annual Visual Arts program.</li> </ul>	July 2022	Manager Events, Arts and Culture
	<ul style="list-style-type: none"> <li>Identify opportunities to include Aboriginal and Torres Strait Islander imagery in new Council-owned developments.</li> </ul>	March 2022	Managers - Project Management and Delivery; Open Space and Environment; and Events, Arts and Culture
10. Promote truth telling by updating the Indigenous History of Stonnington documents.	<ul style="list-style-type: none"> <li>Update the Indigenous History of Stonnington teacher and student curriculum resources.</li> </ul>	July 2021	Aboriginal Liaison Officer Manager Communications and Engagement
	<ul style="list-style-type: none"> <li>Consult with Traditional Owners and apply for funding to undertake a review of the Indigenous History of Stonnington.</li> </ul>	December 2022	Manager Community Services - Stonnington History Centre

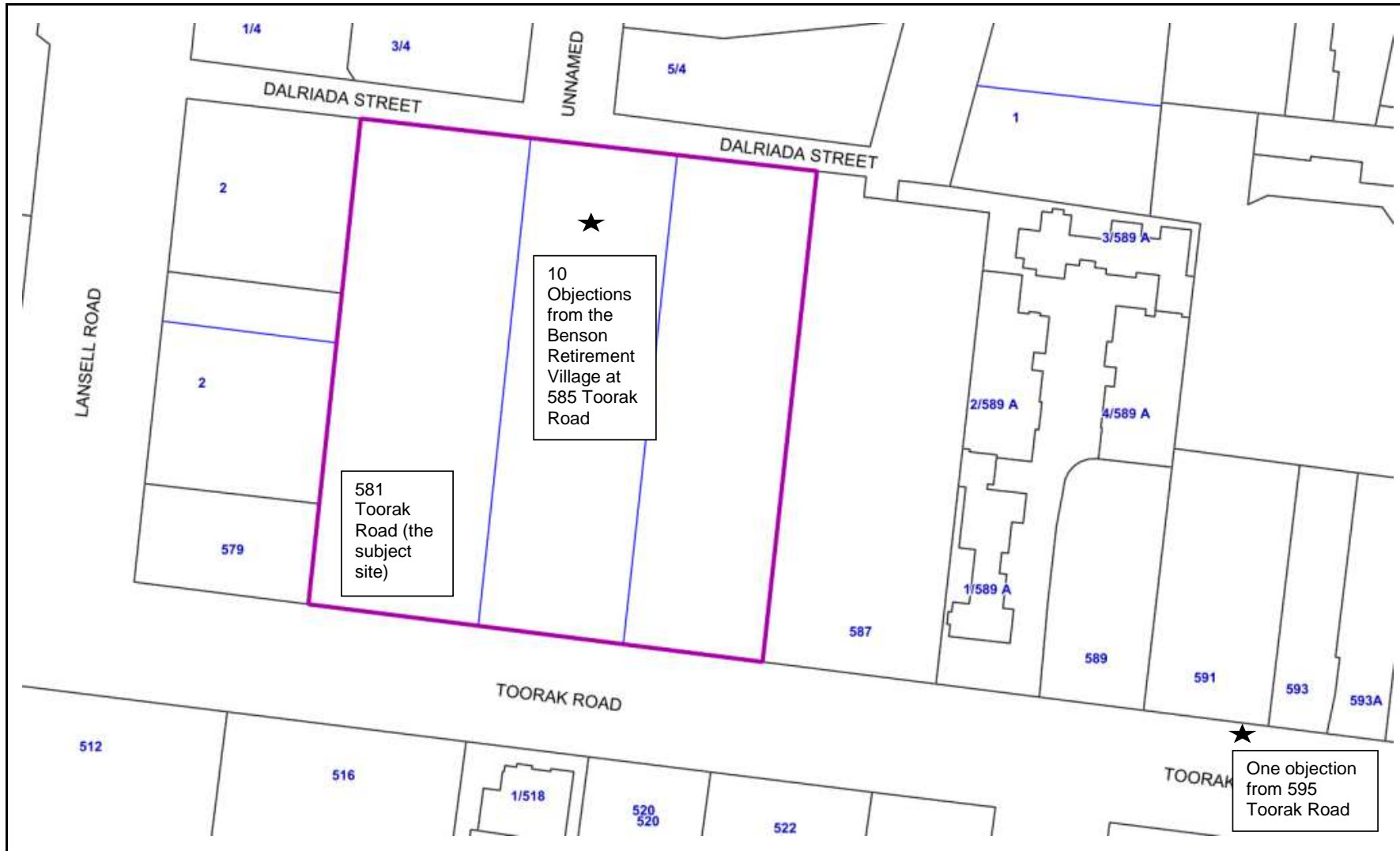
<b>Opportunities [image from RA]</b>			
<p>At Stonnington we are working to create opportunities for Aboriginal and Torres Strait Islander Peoples to feel comfortable participating in education, economic activities, employment and services linked to our organisation. We are actively building and adapting our internal systems and processes so that cultural safety, increased access and inclusion are also achieved. We respect the rights of Aboriginal and Torres Strait Islander Peoples to self-determination, resulting in the best possible outcomes for individual, family and community life.</p> <p><b>Focus area:</b> <i>Liveability – The most desirable place to live, work and visit.</i></p>			
<b>Action</b>		<b>Timeline</b>	<b>Person responsible</b>
11. Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention, and professional development.	<ul style="list-style-type: none"> <li>Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities.</li> </ul>	July 2021, 2022, 2023	Chief People Officer
	<ul style="list-style-type: none"> <li>Engage with Aboriginal and Torres Strait Islander staff to consult on our recruitment, retention, and professional development strategy.</li> </ul>	September 2021, 2022, 2023	Diversity and Inclusion Specialist
	<ul style="list-style-type: none"> <li>Develop and implement an Aboriginal and Torres Strait Islander recruitment, retention and professional development strategy.</li> </ul>	August 2021	Talent Acquisition Lead
	<ul style="list-style-type: none"> <li>Advertise job vacancies to effectively reach Aboriginal and Torres Strait Islander stakeholders.</li> </ul>	August 2021	Talent Acquisition Lead
	<ul style="list-style-type: none"> <li>Review HR and recruitment procedures and policies to remove barriers to Aboriginal and Torres Strait Islander participation in our workplace.</li> </ul>	August 2021, 2022, 2023	Talent Acquisition Lead Diversity and Inclusion Specialist
	<ul style="list-style-type: none"> <li>Increase the percentage of Aboriginal and Torres Strait Islander staff employed in our workforce.</li> </ul>	September 2022	Chief People Officer
	<ul style="list-style-type: none"> <li>Engage an Aboriginal and Torres Strait Islander consultant to complete a cultural safety audit to identify any barriers to a safe and culturally appropriate workplace for Aboriginal and Torres Strait Islander peoples.</li> </ul>	July 2022	Diversity and Inclusion Specialist
	<ul style="list-style-type: none"> <li>Create a formal or informal support network for Aboriginal and Torres Strait Islander staff.</li> </ul>	December 2021	Diversity and Inclusion Specialist

			Aboriginal Liaison Officer
12. Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.	<ul style="list-style-type: none"> <li>Develop and implement an Aboriginal and Torres Strait Islander procurement strategy.</li> </ul>	December 2021	Manager Procurement
	<ul style="list-style-type: none"> <li>Investigate ways council can lead other businesses to applying procurement of services and goods from Aboriginal and Torres Strait Islander owned businesses</li> </ul>	May 2022	Manager Procurement Manager Economic Development & Place
	<ul style="list-style-type: none"> <li>Develop and communicate opportunities for procurement of goods and services from Aboriginal and Torres Strait Islander businesses to staff.</li> </ul>	January 2022	Manager Procurement
	<ul style="list-style-type: none"> <li>Review and update procurement practices to remove barriers to procuring goods and services from Aboriginal and Torres Strait Islander businesses.</li> </ul>	December 2021, 2022, 2023	Manager Procurement
	<ul style="list-style-type: none"> <li>Develop commercial relationships with Aboriginal and/or Torres Strait Islander businesses.</li> </ul>	February 2022	Chief Executive Officer
	<ul style="list-style-type: none"> <li>Continue to develop and deliver employment pathway opportunities for Aboriginal and Torres Strait Islanders to facilitate ongoing employment.</li> </ul>	July 2022	Talent Acquisition Lead

<b>Governance</b>			
<b>Action</b>	<b>Deliverable</b>	<b>Timeline</b>	<b>Person responsible</b>
13. Establish and maintain an effective RAP Working Group (RWG) to drive governance of the RAP	<ul style="list-style-type: none"> <li>Maintain Aboriginal and Torres Strait Islander representation on the RWG.</li> </ul>	Established 2018	Aboriginal Liaison Officer
	<ul style="list-style-type: none"> <li>Establish and apply a Terms of Reference for the RWG.</li> </ul>	July 2021	Aboriginal Liaison Officer
	<ul style="list-style-type: none"> <li>Meet at least four times per year to drive and monitor RAP implementation.</li> </ul>	Bi-monthly commencing March 2021, 2022, 2023	Aboriginal Liaison Officer

14. Provide appropriate support for effective implementation of RAP commitments.	<ul style="list-style-type: none"> <li>Define resource needs for RAP implementation.</li> </ul>	September 2021, 2022, 2023	Aboriginal Liaison Officer Manager Aged, Diversity and Community Planning
	<ul style="list-style-type: none"> <li>Engage our senior leaders and other staff in the delivery of RAP commitments.</li> </ul>	July 2021	Aboriginal Liaison Officer Manager Aged, Diversity and Community Planning
	<ul style="list-style-type: none"> <li>Define and maintain appropriate systems to track, measure and report on RAP commitments.</li> </ul>	July 2021	Aboriginal Liaison Officer
	<ul style="list-style-type: none"> <li>Appoint and maintain an internal RAP Champion from senior management.</li> </ul>	July 2021	Director Community and Wellbeing
	<ul style="list-style-type: none"> <li>Revise the Stonnington RAP Advisory Committee (SRAC) Terms of Reference membership (Councillor and Traditional Owners) and frequency of meetings.</li> </ul>	August 2021	Manager Aged, Diversity and Community Planning
15. Build accountability and transparency through reporting RAP achievements, challenges, and learnings both internally and externally.	<ul style="list-style-type: none"> <li>Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia.</li> </ul>	30 September, 2021, 2022, 2023	Aboriginal Liaison Officer
	<ul style="list-style-type: none"> <li>Report RAP progress to all staff and senior leaders quarterly.</li> </ul>	March 2021, 2022, 2023 June 2021, 2022, 2023 September 2021, 2022, 2023 December 2021, 2022, 2023	Aboriginal Liaison Officer Executive team (CEO and Directors - Community and Wellbeing, Planning and Place, Customer and Technology, Environment and Infrastructure)
	<ul style="list-style-type: none"> <li>Publicly report our RAP achievements, challenges and learnings, annually.</li> </ul>	September 2021, 2022, 2023	Manager Strategy & Performance

	<ul style="list-style-type: none"> <li>Investigate participating in Reconciliation Australia's biennial Workplace RAP Barometer.</li> </ul>	March 2021	Chief People Officer
16. Continue our reconciliation journey by developing our next RAP.	<ul style="list-style-type: none"> <li>Register via Reconciliation Australia's <a href="#">website</a> to begin developing our next RAP.</li> </ul>	December 2022	Aboriginal Liaison Officer
<p><b>Contact details</b></p> <p><i>Name: Lisa Stafford</i></p> <p><i>Position: Coordinator Community Planning</i></p> <p><i>Phone: 0409 012 895</i></p> <p><i>Email: <a href="mailto:lstaffor@stonnington.vic.gov.au">lstaffor@stonnington.vic.gov.au</a></i></p>			



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581 Toorak Road Toorak

★ = objectors

Advised Document page 9 of 14, Apr 2021  
address

**ST PETERS CHURCH  
& EARLY LEARNING CENTRE**

581 TOORAK RD, TOORAK

project

**PROPOSED SIGNAGE**

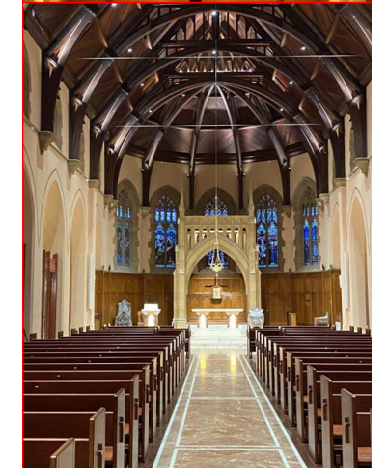
index

**TOWN PLANNING DRAWINGS**

PRINTED 30/11/20

BASE DRAWINGS - ARCHITECTURAL

DWG No	SCALE	TITLE
A.00	NTS	TITLE SHEET & LOCALITY PLAN
A.01	1:200 @ A3	MAIN SIGNAGE LAYOUT - SITE PLAN
A.01.1	1:100 @ A3	TOORAK ROAD ELEVATION - EXISTING
A.02	1:100 @ A3	TOORAK ROAD ELEVATION - PROPOSED
A.03	1:20 @ A3	SIGNAGE DETAILS
A.04	NTS	SIGNAGE PERSPECTIVES



**01 LOCALITY PLAN**  
SCALE NTS @ A3

1. PROPOSED ST PETERS CHURCH SIGNAGE.  
55m FROM LANSELL ROAD  
195m FROM ORRONG ROAD (NEAREST TRAFFIC LIGHTS)
2. PROPOSED ST PETERS ELC SIGNAGE.  
55m FROM LANSELL ROAD  
195m FROM ORRONG ROAD (NEAREST TRAFFIC LIGHTS)
3. INTERSECTION OF TOORAK ROAD & ORRONG ROAD  
NEAREST TRAFFIC CONTROL LIGHTS TO THE PROPOSED SIGNAGE
4. INTERSECTION OF TOORAK ROAD & LANSELL ROAD  
NO TRAFFIC CONTROL LIGHTS
5. PARKING AREA FOR PARISH CENTRE STAFF (2 CAR PARKS).
6. CAR PARK FOR PARISH PRIEST (1 CAR PARK).  
NOTE CARS IN IMAGE ARE CONSTRUCTION VEHICLES FOR CHURCH RESTORATION  
NORMALLY ONLY 1 CAR TO THIS AREA.
7. PARISH CENTRE CAR PARK ENTRY/EXIT.  
ELC SIGNAGE WILL HAVE MINIMAL IMPACT ON SIGHT LINES FOR CAR PARK EXIT  
MAIN VISUAL OBSTRUCTIONS ARE CARS PARKED ON TOORAK ROAD & STREET TREES.
8. PARISH CENTRE BUILDING ENTRY.
9. ELC ENTRY.
10. ST PETERS CHURCH ENTRY.

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CONSERVATION  
ARCHITECTURE**

THE COACH HOUSE  
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VIC 3002 Australia  
tel / 03 9416 2437  
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www.andronas.com.au

REVISIONS:  
No DATE REVISION  
NA 04/11/20 NOT ISSUED WITH ORIGINAL SET  
PI 30/11/20 PLANNING ISSUE - ORIGINAL ISSUE THIS SHEET

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PROJECT:  
**PROPOSED MAIN SIGNAGE FOR  
ST PETERS CHURCH &  
EARLY LEARNING CENTRE**

FOR:  
**ST PETER'S CHURCH**  
581 TOORAK RD  
TOORAK, VIC  
3142

PLANNING ISSUE

SCALE: JOB NO.:  
NTS 262B

JOB DATE: PLOT DATE:  
30/11/2020

DRAWN BY: CHECKED BY:  
GS/LP AA

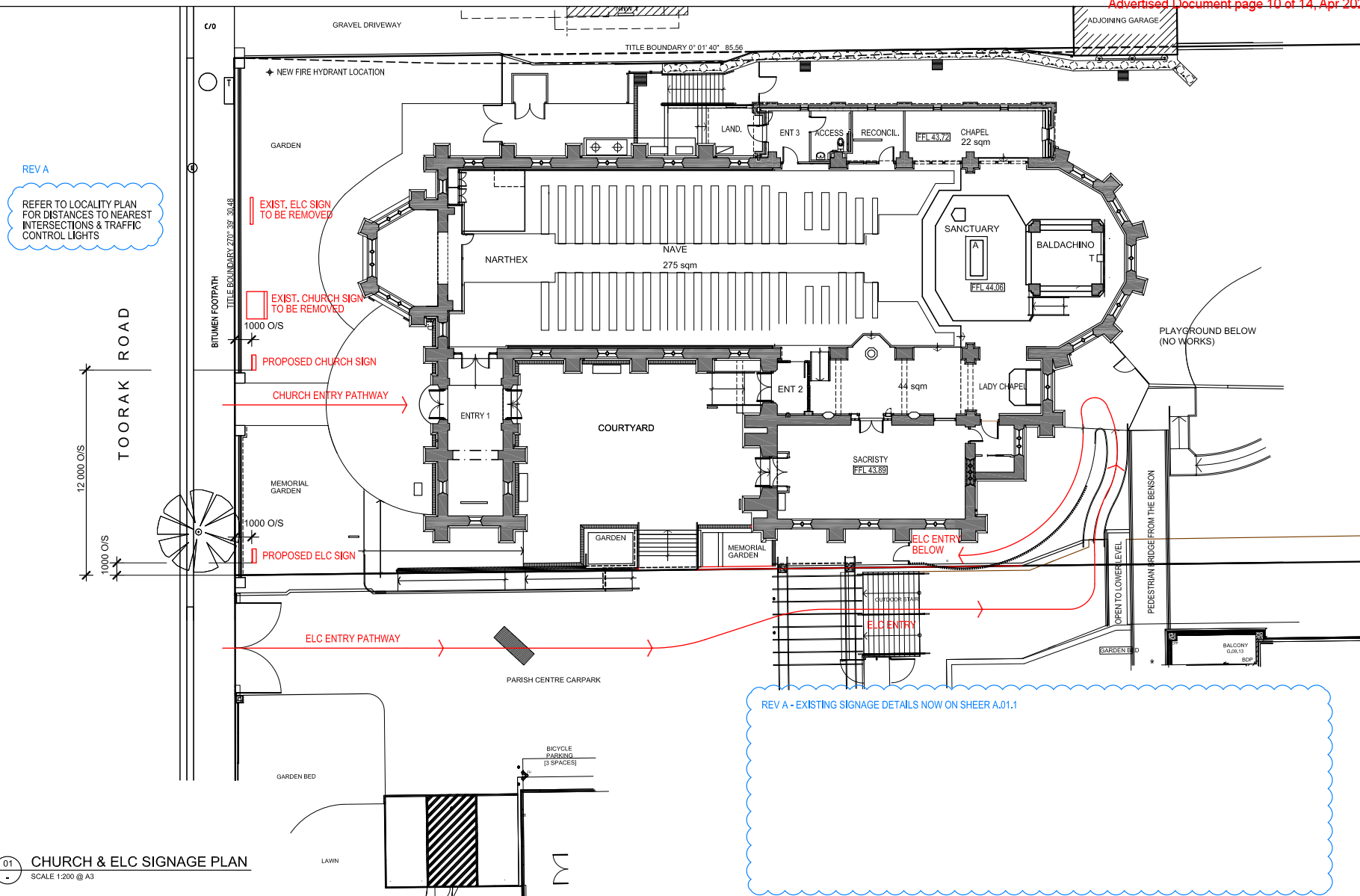
DRAWING TITLE:  
**TITLE SHEET &  
LOCALITY PLAN**



DRAWING NO.  
**A.00**  
REVISION:  
P2



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REV A  
REFER TO LOCALITY PLAN FOR DISTANCES TO NEAREST INTERSECTIONS & TRAFFIC CONTROL LIGHTS

REV A - EXISTING SIGNAGE DETAILS NOW ON SHEER A.01.1

01 CHURCH & ELC SIGNAGE PLAN  
SCALE 1:200 @ A3

<b>ANDRONAS CONSERVATION ARCHITECTURE</b> THE COACH HOUSE BIONIC EAR LANE VIC 3002 Australia tel / 03 9416 2437 fax / 03 9416 2349 www.andronas.com.au	REVISIONS: No. DATE REVISION P1 30/11/20 PLANNING ISSUE P2 30/11/20 PLANNING ISSUE - REVISED AS CLOUDED	PROJECT: PROPOSED MAIN SIGNAGE FOR ST PETERS CHURCH & EARLY LEARNING CENTRE	FOR: ST PETER'S CHURCH 581 TOORAK RD TOORAK, VIC 3142	PLANNING ISSUE SCALE: 1:200 @ A3 JOB NO.: 262B	JOB DATE: PLOT DATE: 30/11/2020 DRAWN BY: GS/LP CHECKED BY: AA	DRAWING TITLE: CHURCH & ELC MAIN SIGNAGE LAYOUT SITE PLAN	DRAWING NO. <b>A.01</b> REVISION: P2

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**01 EXISTING ST PETERS ELC SIGNAGE TO BE REMOVED**

**01 EXISTING ST PETERS ELC SIGNAGE TO BE REMOVED**

**TOORAK ROAD ELEVATION - EXISTING SIGNAGE**  
SCALE 1:100 @ A3

1. PAINTED TIMBER SIGNAGE WITH CLEAR ACRYLIC PANEL OVER  
2. PAINTED TIMBER POSTS

1. PAINTED TIMBER SIGNAGE WITH CLEAR ACRYLIC PANEL OVER  
2. PAINTED TIMBER POSTS  
3. PAINTED AC SHEET CLADDING TO SCREEN AROUND WATER METER & PREVIOUS FIRE HYDRANT (HYDRANT HAS BEEN REMOVED)

EXISTING ST PETERS ELC SIGNAGE TO BE REMOVED SEE DETAILS SHEET A.02  
EXISTING ST PETERS CHURCH SIGNAGE TO BE REMOVED SEE DETAILS SHEET A.02

EXISTING BLUESTONE PIERS  
EXISTING BLACK STEEL PICKET FENCE OVER A BLUESTONE PLINTH  
EXISTING RENDERED MASONRY PIER

01 EXISTING ST PETERS ELC SIGNAGE TO BE REMOVED

01 EXISTING ST PETERS ELC SIGNAGE TO BE REMOVED

01 TOORAK ROAD ELEVATION - EXISTING SIGNAGE SCALE 1:100 @ A3

<b>ANDRONAS CONSERVATION ARCHITECTURE</b> THE COACH HOUSE BIONIC EAR LANE VIC 3002 Australia tel / 03 9416 2437 fax / 03 9416 2349 www.andronas.com.au	REVISIONS: No. DATE REVISION N/A 04/11/20 NOT ISSUED WITH ORIGINAL SET P1 30/11/20 PLANNING ISSUE - ORIGINAL ISSUE THIS SHEET	© COPYRIGHT PROJECT: PROPOSED MAIN SIGNAGE FOR ST PETERS CHURCH & EARLY LEARNING CENTRE	FOR: ST PETER'S CHURCH 581 TOORAK RD TOORAK, VIC 3142	PLANNING ISSUE SCALE: 1:100 @ A3 JOB NO.: 262B	JOB DATE: PLOT DATE: 30/11/2020 DRAWN BY: GS/LP CHECKED BY: AA	DRAWING TITLE: EXISTING TOORAK ROAD ELEVATION	DRAWING NO. <b>A.01.1</b> REVISION: P1
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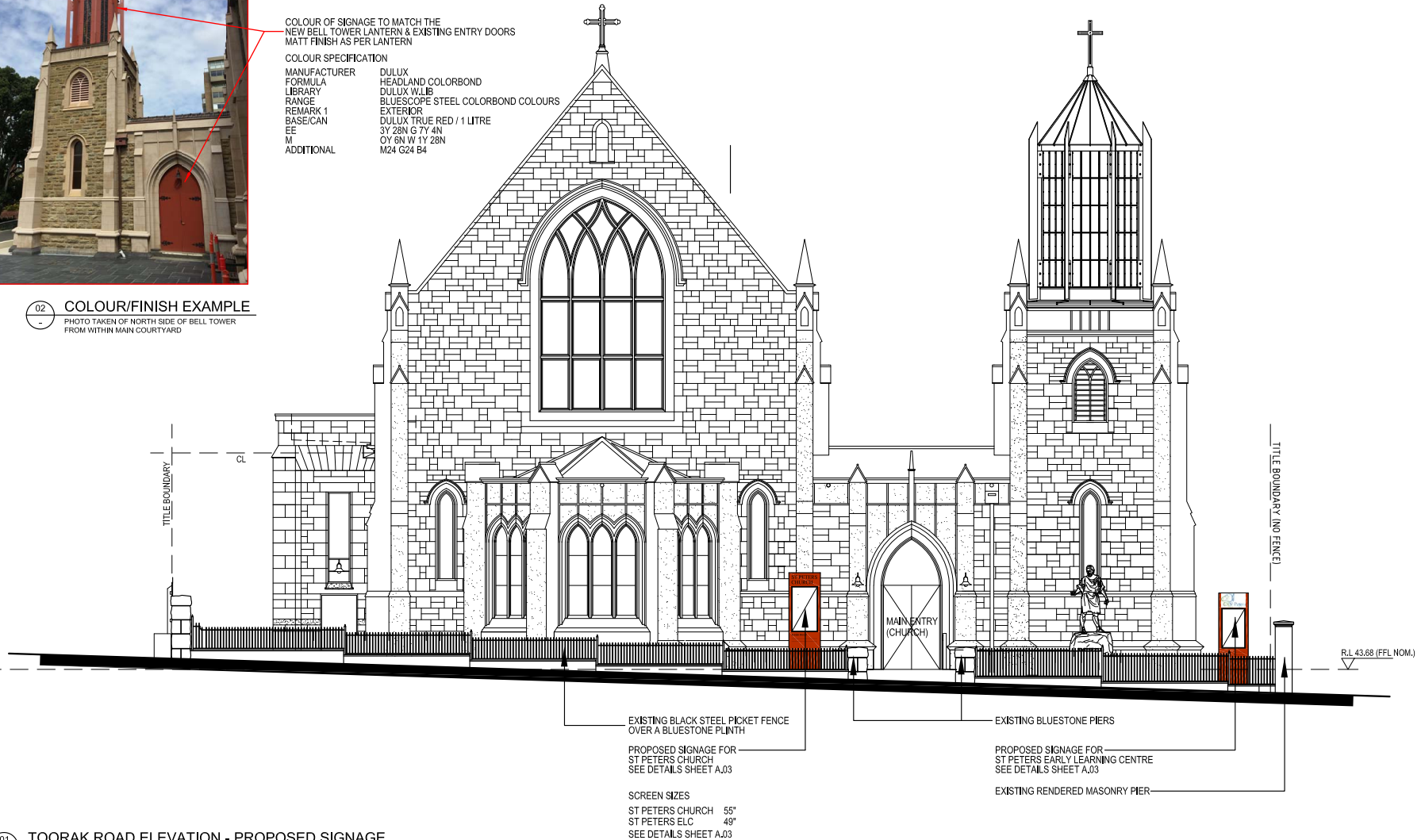


COLOUR OF SIGNAGE TO MATCH THE NEW BELL TOWER LANTERN & EXISTING ENTRY DOORS  
MATT FINISH AS PER LANTERN

**COLOUR SPECIFICATION**

MANUFACTURER DULUX  
 FORMULA HEADLAND COLORBOND  
 LIBRARY DULUX W.LIB  
 RANGE BLUESCOPE STEEL COLORBOND COLOURS  
 REMARK 1 EXTERIOR  
 DULUX TRUE RED / 1 LITRE  
 3Y 28N G 7Y 4N  
 QY 8N W 1Y 28N  
 M  
 ADDITIONAL M24 G24 B4

02 COLOUR/FINISH EXAMPLE  
 PHOTO TAKEN OF NORTH SIDE OF BELL TOWER FROM WITHIN MAIN COURTYARD



EXISTING BLACK STEEL PICKET FENCE OVER A BLUESTONE PLINTH

PROPOSED SIGNAGE FOR ST PETERS CHURCH  
SEE DETAILS SHEET A.03

SCREEN SIZES  
 ST PETERS CHURCH 55"  
 ST PETERS ELC 49"  
 SEE DETAILS SHEET A.03

EXISTING BLUESTONE PIERS

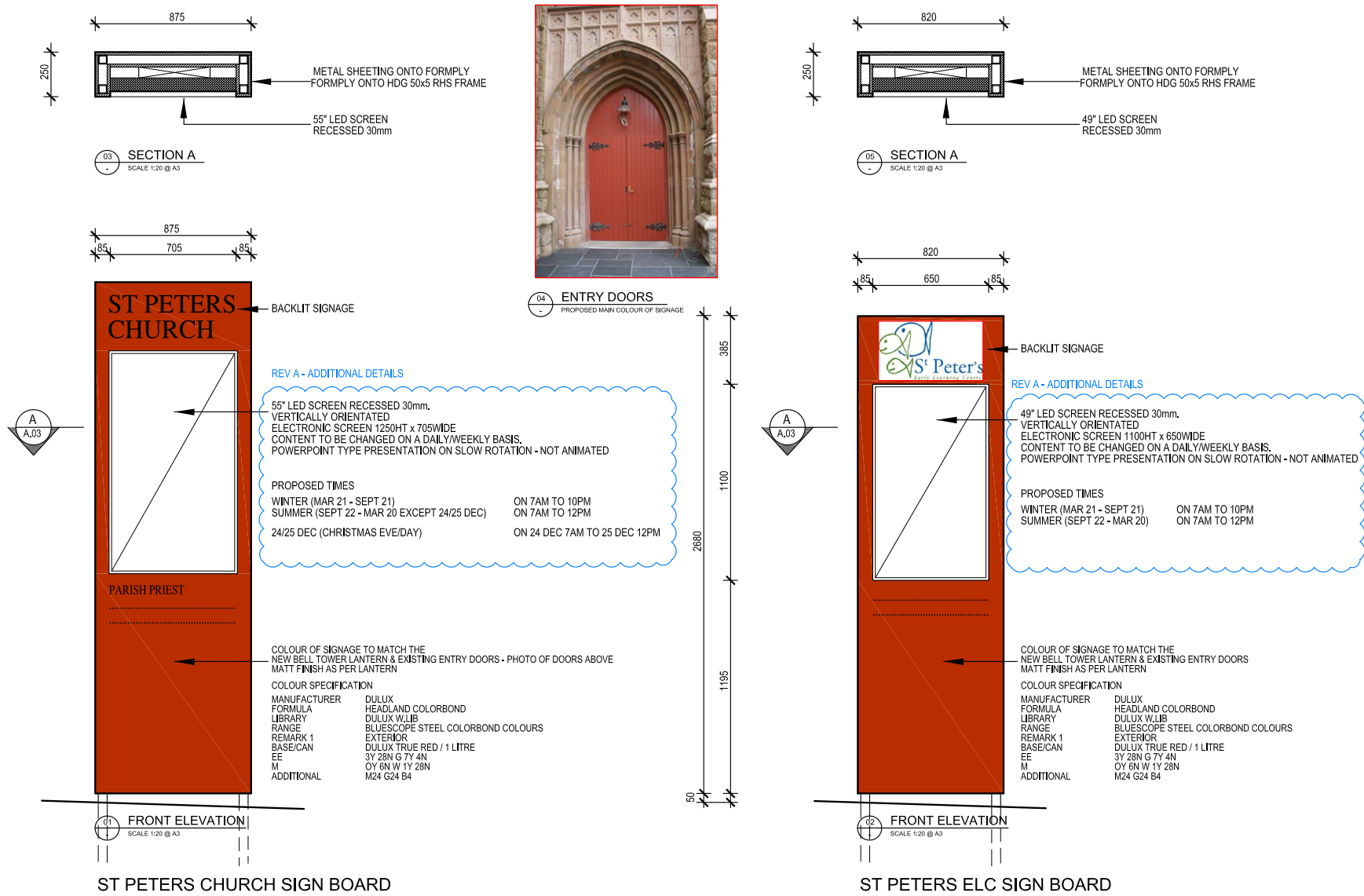
PROPOSED SIGNAGE FOR ST PETERS EARLY LEARNING CENTRE  
SEE DETAILS SHEET A.03

EXISTING RENDERED MASONRY PIER

01 TOORAK ROAD ELEVATION - PROPOSED SIGNAGE  
 SCALE 1:100 @ A3

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**PROJECT:**  
PROPOSED MAIN SIGNAGE FOR ST PETERS CHURCH & EARLY LEARNING CENTRE

**FOR:**  
ST PETER'S CHURCH  
581 TOORAK RD  
TOORAK, VIC  
3142

**PLANNING ISSUE**

SCALE: 1:20 @ A3  
JOB NO.: 262B

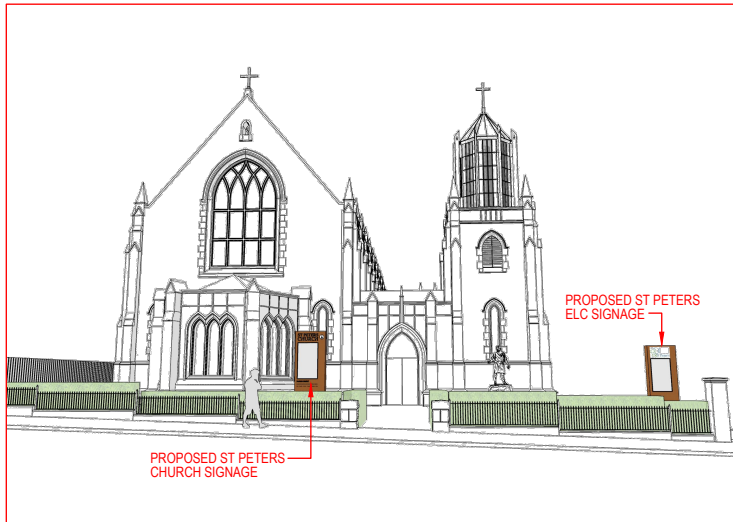
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30/11/2020  
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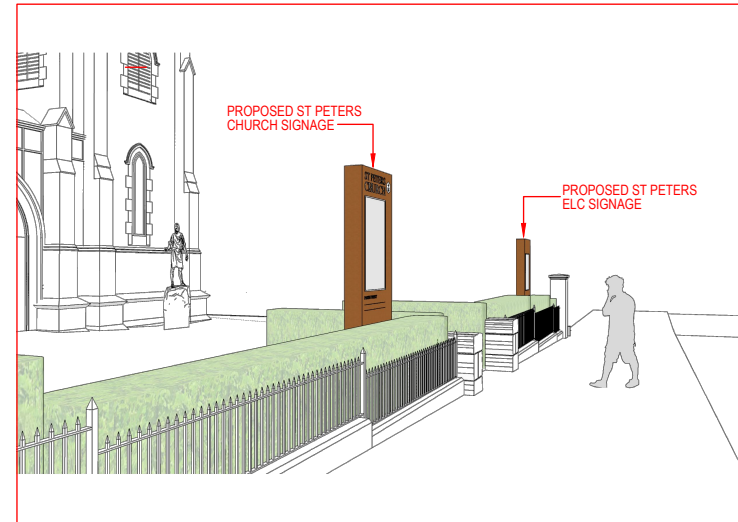
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SIGNBOARD DETAILS

**DRAWING NO.:**  
A.03  
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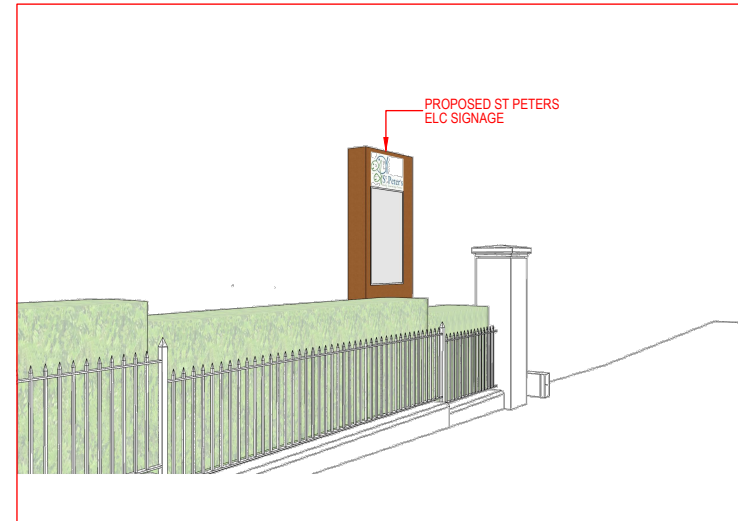
01 TOORAK ROAD PERSPECTIVE  
SCALE - NTS



02 TOORAK ROAD PERSPECTIVE  
SCALE - NTS



01 CHURCH SIGNAGE PERSPECTIVE  
SCALE - NTS



01 ELC SIGNAGE PERSPECTIVE  
SCALE - NTS

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PROJECT:  
PROPOSED MAIN SIGNAGE FOR  
ST PETER'S CHURCH &  
EARLY LEARNING CENTRE

FOR:  
ST PETER'S CHURCH  
581 TOORAK RD  
TOORAK, VIC  
3142

PLANNING ISSUE  
SCALE: NOT TO SCALE  
JOB NO.: 262B

JOB DATE:  
PLOT DATE: 04/11/2020  
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CHECKED BY: AA

DRAWING TITLE:  
PROPOSED  
PERSPECTIVES

DRAWING NO.  
**A.04**  
REVISION:  
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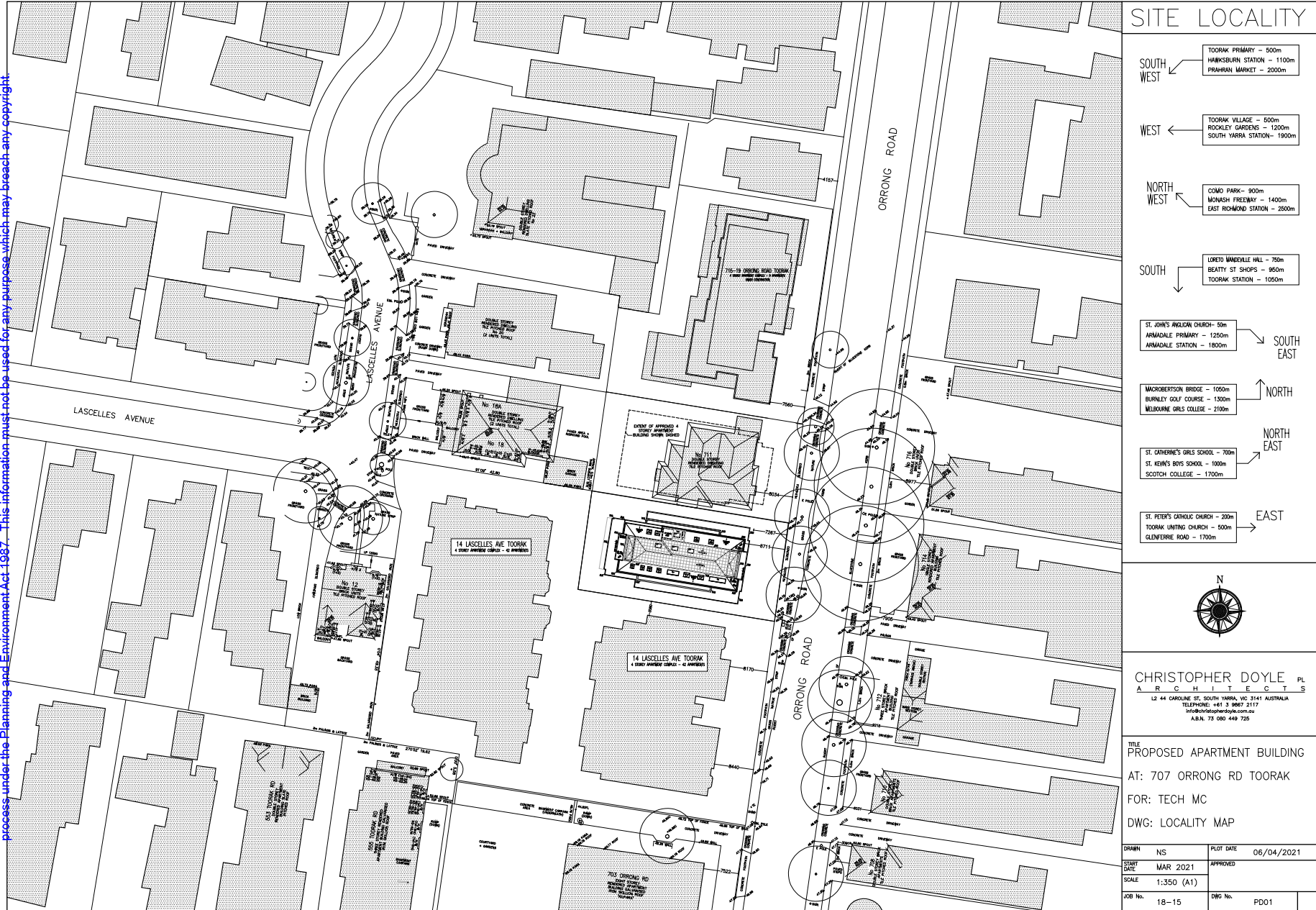
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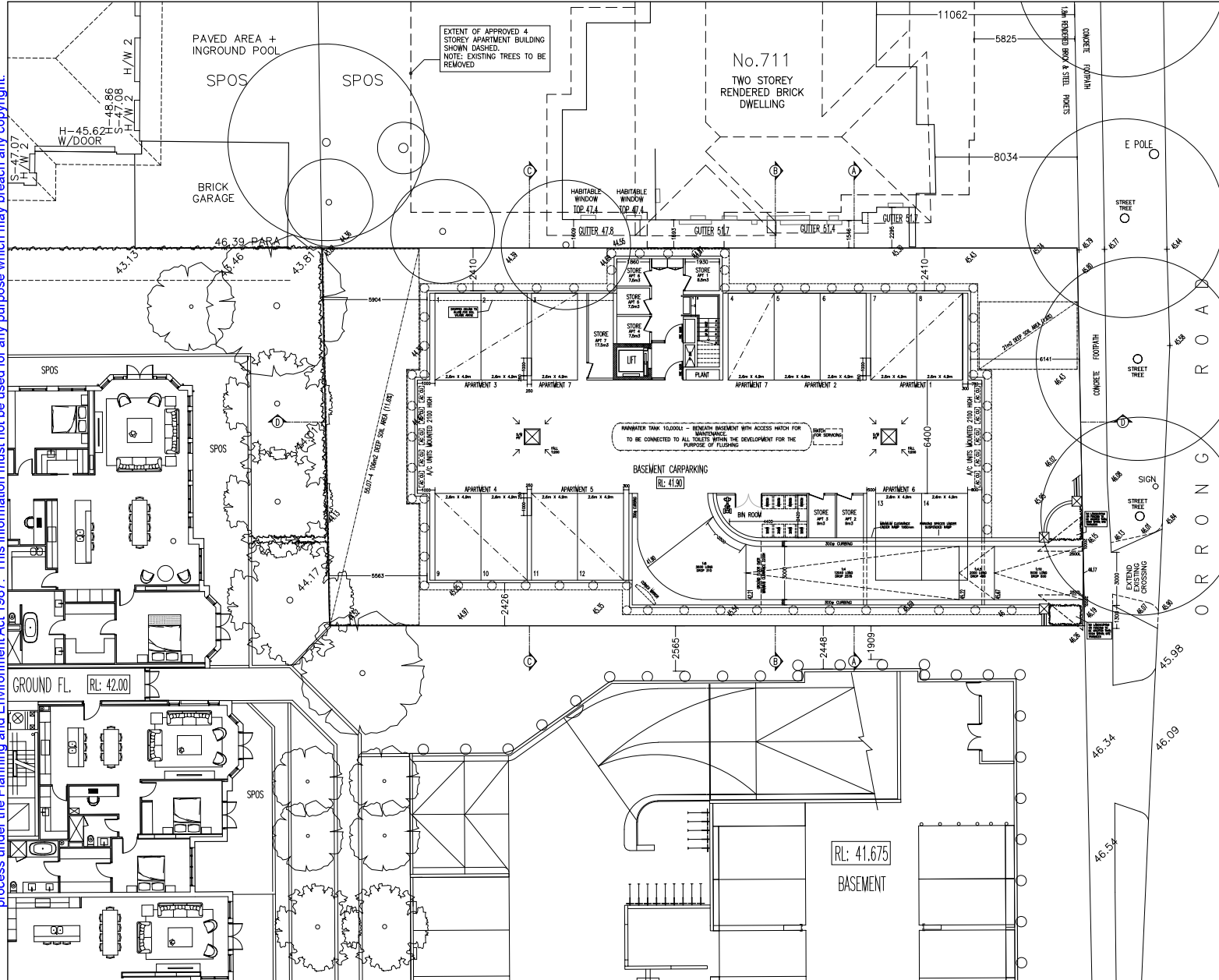
**707 Orrong Road Toorak**  
**★ - Objector property**

Date printed: 7/09/2021  
 Scale: 1:1487

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**AREAS:**

SITE :	910m2
BASEMENT :	549m2 (60.3%)
SITE COVERAGE :	476m2 (52.3%)
PERMEABILITY :	294m2 (32.3%)
GARDEN AREA :	380m2 (41.7%)
DEEP PLANTING :	21m2 FRONT - 106m2 REAR (15.9%)

<b>CARPARKING:</b>	<b>APARTMENT 1</b>
TOTAL SPACES : 14	AREA : 200m2
REQ. ALLOCATION : 14	GARDEN/TCE : 99m2
REQ. VISITOR : 0	CAR SPACES : 2
SURPLUS : 0	EXT STORAGE : 8.5m3
	INT STORAGE : 38.2m3

<b>APARTMENT 2</b>	<b>APARTMENT 3</b>
AREA : 200m2	AREA : 215m2
GARDEN/TCE : 192m2	GARDEN/TCE : 192m2
CAR SPACES : 2	CAR SPACES : 2
EXT STORAGE : 9m3	EXT STORAGE : 9m3
INT STORAGE : 45.5m3	INT STORAGE : 30.3m3

<b>APARTMENT 4</b>	<b>APARTMENT 5</b>
AREA : 190m2	AREA : 160m2
GARDEN/TCE : 20m2	GARDEN/TCE : 82m2
CAR SPACES : 2	CAR SPACES : 2
EXT STORAGE : 7.5m3	EXT STORAGE : 7.5m3
INT STORAGE : 36.1m3	INT STORAGE : 21.3m3

<b>APARTMENT 6</b>	<b>APARTMENT 7</b>
AREA : 139m2	AREA : 212m2
GARDEN/TCE : 137m2	GARDEN/TCE : 137m2
CAR SPACES : 2	CAR SPACES : 2
EXT STORAGE : 7.5m3	EXT STORAGE : 17.5m3
INT STORAGE : 20m3	INT STORAGE : 60.9m3

**LEVELS**

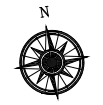
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THIRD CEILING	CL: 67.20
THIRD FLOOR	FL: 54.50
SECOND CEILING	CL: 54.00
SECOND FLOOR	FL: 51.30
FIRST CEILING	CL: 50.80
FIRST FLOOR	FL: 48.10
GROUND CEILING	CL: 47.60
GROUND FLOOR	FL: 44.90
BASEMENT CEILING	CL: 44.30
BASEMENT FLOOR	FL: 41.90

No	DATE	AMENDMENT

**CHRISTOPHER DOYLE** PL  
 ARCHITECTS PTY LTD  
 12 44 CAROLINE ST, SOUTH YARRA, VIC 3141 AUSTRALIA  
 TELEPHONE: +61 3 9887 2117  
 christopherdoyle.com.au  
 A.B.N. 75 080 449 725

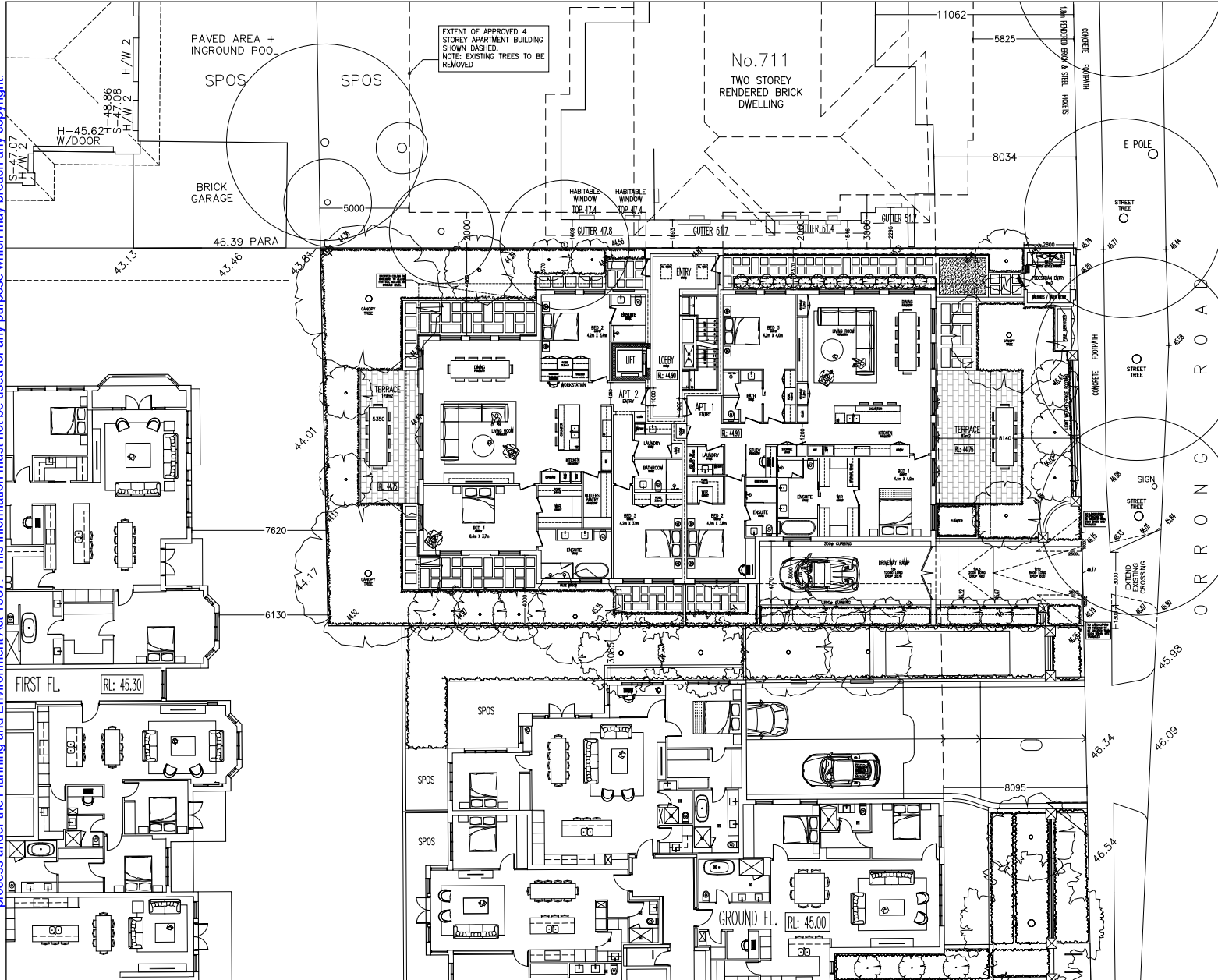
FILE NO: **PROPOSED APARTMENT BUILDING**  
 AT: **707 ORRONG RD TOORAK**  
 FOR: **TECH MC**  
 DWG: **BASEMENT PLAN**

DRAWN	NS	PLUT DATE	06/04/2021
DATE	MAR 2021	APPROVED	
SCALE	1:100 (TYP)		
DWG No.	18-15	DWG No.	PD04





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**AREAS:**

SITE :	910m2
BASEMENT :	549m2 (60.3%)
SITE COVERAGE :	476m2 (52.3%)
PERMEABILITY :	294m2 (32.3%)
GARDEN AREA :	380m2 (41.7%)
DEEP PLANTING :	21m2 FRONT - 106m2 REAR (15.9%)

<b>CARPARKING:</b>	<b>APARTMENT 1</b>
TOTAL SPACES : 14	AREA : 200m2
REQ. ALLOCATION : 14	GARDEN/TCE : 99m2
REQ. VISITOR : 0	CAR SPACES : 2
SURPLUS : 0	EXT STORAGE : 8.5m3
	INT STORAGE : 38.2m3

<b>APARTMENT 2</b>	<b>APARTMENT 3</b>
AREA : 200m2	AREA : 215m2
GARDEN/TCE : 197m2	GARDEN/TCE : 15m2
CAR SPACES : 2	CAR SPACES : 2
EXT STORAGE : 9m3	EXT STORAGE : 9m3
INT STORAGE : 45.5m3	INT STORAGE : 30.3m3

<b>APARTMENT 4</b>	<b>APARTMENT 5</b>
AREA : 190m2	AREA : 160m2
GARDEN/TCE : 20m2	GARDEN/TCE : 82m2
CAR SPACES : 2	CAR SPACES : 2
EXT STORAGE : 7.5m3	EXT STORAGE : 7.5m3
INT STORAGE : 36.1m3	INT STORAGE : 21.3m3

<b>APARTMENT 6</b>	<b>APARTMENT 7</b>
AREA : 139m2	AREA : 212m2
GARDEN/TCE : 137m2	GARDEN/TCE : 25m2
CAR SPACES : 2	CAR SPACES : 2
EXT STORAGE : 7.5m3	EXT STORAGE : 17.5m3
INT STORAGE : 20m3	INT STORAGE : 60.9m3

**LEVELS**

RIDGE LEVEL	RL: 57.30
THIRD CEILING	CL: 67.20
THIRD FLOOR	FL: 54.50
SECOND CEILING	CL: 54.00
SECOND FLOOR	FL: 51.30
FIRST CEILING	CL: 50.80
FIRST FLOOR	FL: 48.10
GROUND CEILING	CL: 47.60
GROUND FLOOR	FL: 44.90
BASEMENT CEILING	CL: 44.30
BASEMENT FLOOR	FL: 41.90

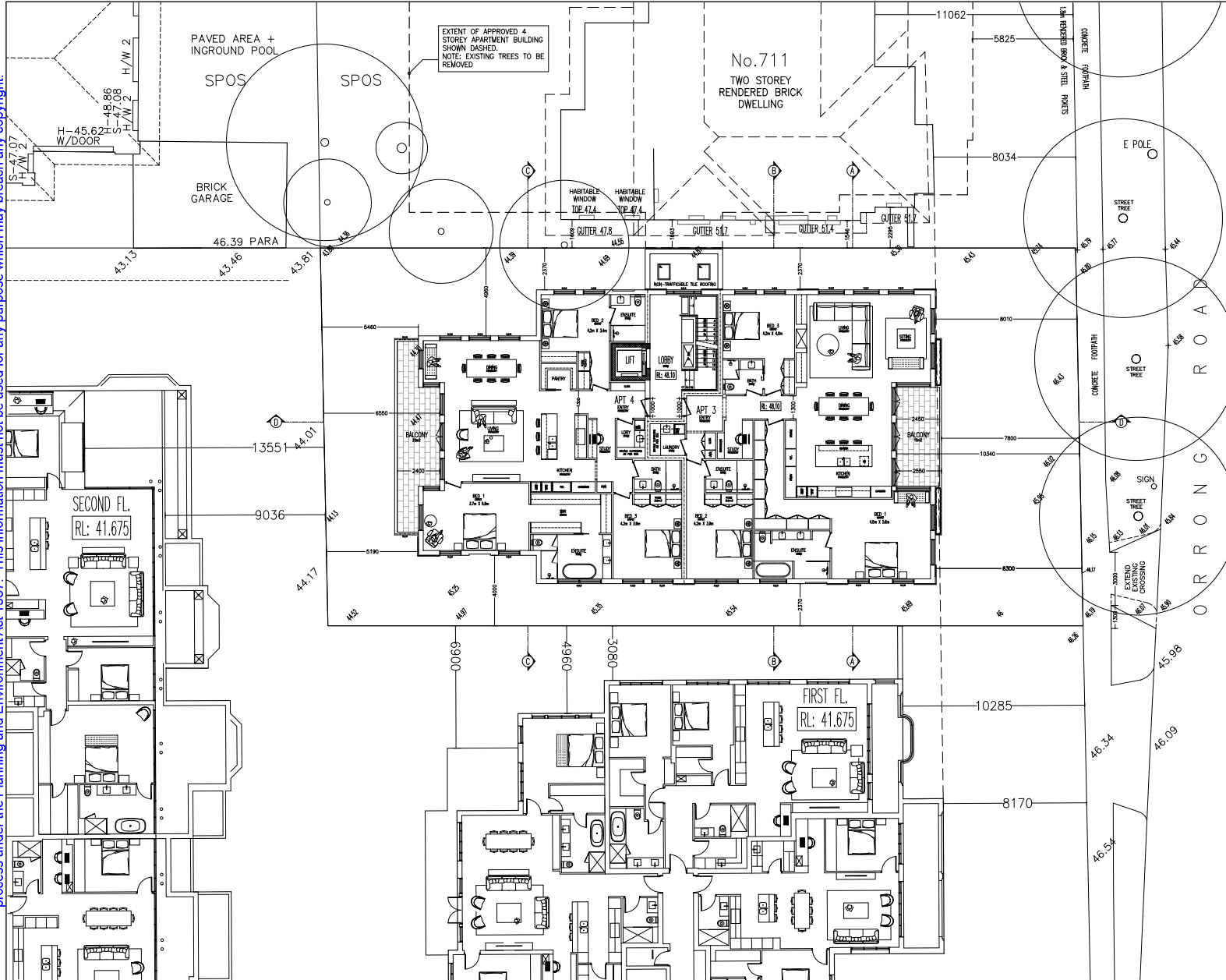
No.	DATE	AMENDMENT

**CHRISTOPHER DOYLE** PL  
 ARCHITECTS  
 12 44 CAROLINE ST, SOUTH YARRA, VIC 3141 AUSTRALIA  
 TELEPHONE: +61 3 9887 2117  
 INFO@CHRISTOPHERDOYLEARCHITECTS.COM.AU  
 A.B.N. 75 080 449 725

THE PROPOSED APARTMENT BUILDING  
 AT: 707 ORRONG RD TOORAK  
 FOR: TECH MC  
 DWG: GROUND FLOOR PLAN

DRAWN	NS	PLUT DATE	06/04/2021
DATE	MAR 2021	APPROVED	
SCALE	1:100 (A3)		
DWG No.	18-15	DWG No.	P005

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**AREAS:**

SITE :	910m <sup>2</sup>
BASEMENT :	549m <sup>2</sup> (60.3%)
SITE COVERAGE :	476m <sup>2</sup> (52.3%)
PERMEABILITY :	294m <sup>2</sup> (32.3%)
GARDEN AREA :	380m <sup>2</sup> (41.7%)
DEEP PLANTING :	21m <sup>2</sup> FRONT - 106m <sup>2</sup> REAR (15.9%)

<b>CARPARKING:</b>	<b>APARTMENT 1</b>
TOTAL SPACES : 14	AREA : 200m <sup>2</sup>
REQ. ALLOCATION : 14	GARDEN/TCE : 99m <sup>2</sup>
REQ. VISITOR : 0	CAR SPACES : 2
SURPLUS : 0	EXT STORAGE : 8.5m <sup>3</sup>
	INT STORAGE : 38.2m <sup>3</sup>

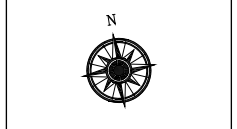
<b>APARTMENT 2</b>	<b>APARTMENT 3</b>
AREA : 200m <sup>2</sup>	AREA : 215m <sup>2</sup>
GARDEN/TCE : 197m <sup>2</sup>	GARDEN/TCE : 15m <sup>2</sup>
CAR SPACES : 2	CAR SPACES : 2
EXT STORAGE : 9m <sup>3</sup>	EXT STORAGE : 9m <sup>3</sup>
INT STORAGE : 45.5m <sup>3</sup>	INT STORAGE : 30.3m <sup>3</sup>

<b>APARTMENT 4</b>	<b>APARTMENT 5</b>
AREA : 190m <sup>2</sup>	AREA : 160m <sup>2</sup>
GARDEN/TCE : 20m <sup>2</sup>	GARDEN/TCE : 82m <sup>2</sup>
CAR SPACES : 2	CAR SPACES : 2
EXT STORAGE : 7.5m <sup>3</sup>	EXT STORAGE : 7.5m <sup>3</sup>
INT STORAGE : 36.1m <sup>3</sup>	INT STORAGE : 21.3m <sup>3</sup>

<b>APARTMENT 6</b>	<b>APARTMENT 7</b>
AREA : 139m <sup>2</sup>	AREA : 212m <sup>2</sup>
GARDEN/TCE : 137m <sup>2</sup>	GARDEN/TCE : 25m <sup>2</sup>
CAR SPACES : 2	CAR SPACES : 2
EXT STORAGE : 7.5m <sup>3</sup>	EXT STORAGE : 17.5m <sup>3</sup>
INT STORAGE : 20m <sup>3</sup>	INT STORAGE : 60.9m <sup>3</sup>

**LEVELS**

RIDGE LEVEL	RL: 57.30
THIRD CEILING	CL: 67.20
THIRD FLOOR	FL: 54.50
SECOND CEILING	CL: 54.00
SECOND FLOOR	FL: 51.30
FIRST CEILING	CL: 50.80
FIRST FLOOR	FL: 48.10
GROUND CEILING	CL: 47.60
GROUND FLOOR	FL: 44.90
BASEMENT CEILING	CL: 44.30
BASEMENT FLOOR	FL: 41.90



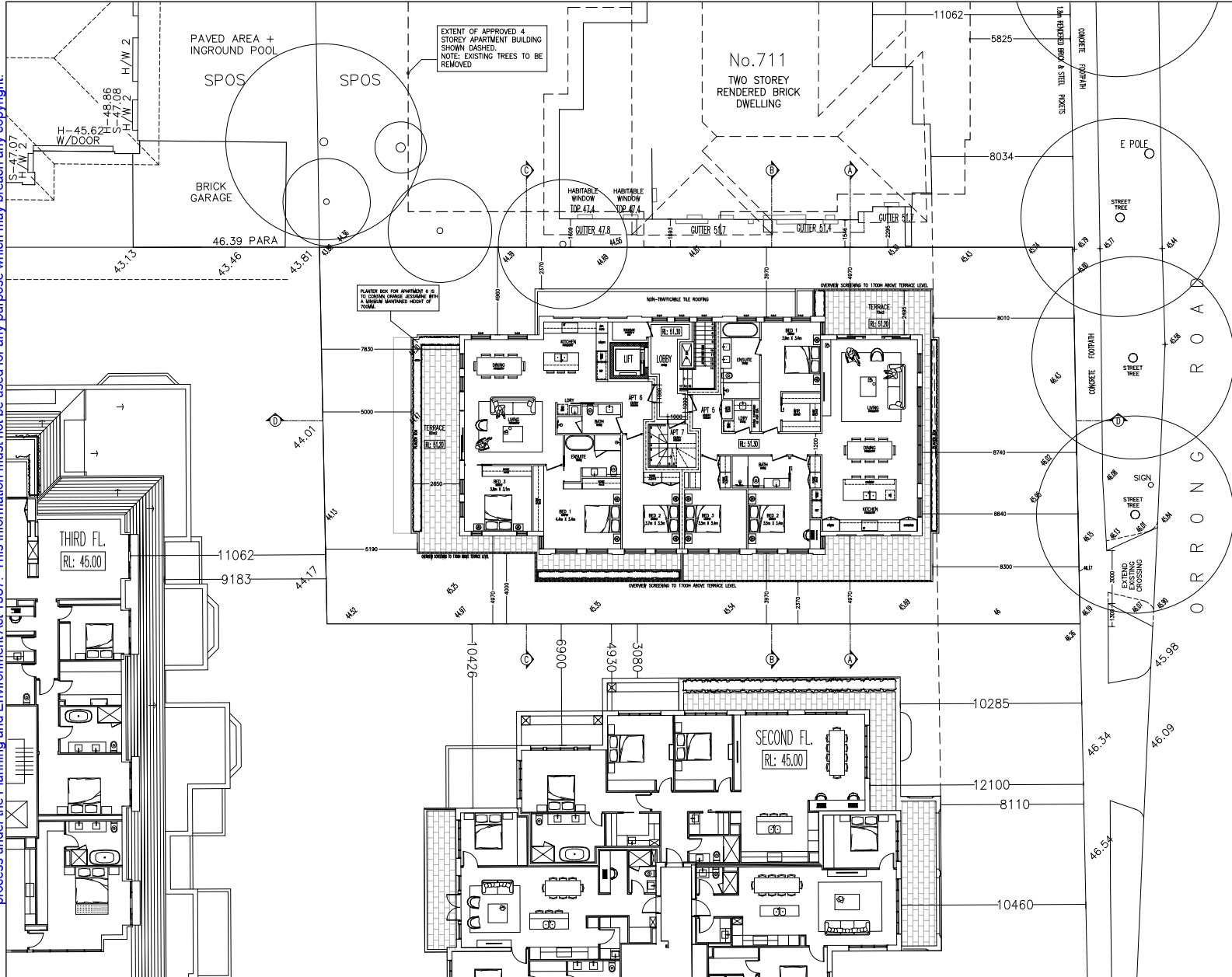
No	DATE	AMENDMENT

**CHRISTOPHER DOYLE** PL  
 ARCHITECTS  
 12 44 CAROLINE ST, SOUTH YARRA, VIC 3141 AUSTRALIA  
 TELEPHONE: +61 3 9887 2117  
 INFO@CHRISTOPHERDOYLE.COM.AU  
 A.B.N. 75 080 449 725

FILE NO: **PROPOSED APARTMENT BUILDING**  
 AT: **707 ORRONG RD TOORAK**  
 FOR: **TECH MC**  
 DWG: **FIRST FLOOR PLAN**

DRAWN	NS	PLAT DATE	06/04/2021
DATE	MAR 2021	APPROVED	
SCALE	1:100 (MET)		
DWG No.	18-15	DWG No.	PD06

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**AREAS:**

SITE :	910m2
BASEMENT :	549m2 (60.3%)
SITE COVERAGE :	476m2 (52.3%)
PERMEABILITY :	294m2 (32.3%)
GARDEN AREA :	380m2 (41.7%)
DEEP PLANTING :	21m2 FRONT - 106m2 REAR (15.9%)

<b>CARPARKING:</b>	<b>APARTMENT 1</b>
TOTAL SPACES : 14	AREA : 200m2
REQ. ALLOCATION : 14	GARDEN/TCE : 99m2
RES. VISITOR : 0	CAR SPACES : 2
SURPLUS : 0	EXT STORAGE : 8.5m3
	INT STORAGE : 38.2m3

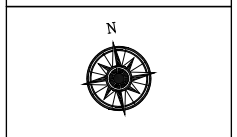
<b>APARTMENT 2</b>	<b>APARTMENT 3</b>
AREA : 200m2	AREA : 215m2
GARDEN/TCE : 197m2	GARDEN/TCE : 15m2
CAR SPACES : 2	CAR SPACES : 2
EXT STORAGE : 9m3	EXT STORAGE : 9m3
INT STORAGE : 45.5m3	INT STORAGE : 30.3m3

<b>APARTMENT 4</b>	<b>APARTMENT 5</b>
AREA : 190m2	AREA : 160m2
GARDEN/TCE : 20m2	GARDEN/TCE : 82m2
CAR SPACES : 2	CAR SPACES : 2
EXT STORAGE : 7.5m3	EXT STORAGE : 7.5m3
INT STORAGE : 36.1m3	INT STORAGE : 21.3m3

<b>APARTMENT 6</b>	<b>APARTMENT 7</b>
AREA : 139m2	AREA : 212m2
GARDEN/TCE : 127m2	GARDEN/TCE : 25m2
CAR SPACES : 2	CAR SPACES : 2
EXT STORAGE : 7.5m3	EXT STORAGE : 17.5m3
INT STORAGE : 20m3	INT STORAGE : 60.9m3

**LEVELS**

RIDGE LEVEL	RL: 57.30
THIRD CEILING	CL: 67.20
THIRD FLOOR	FL: 54.50
SECOND CEILING	CL: 54.00
SECOND FLOOR	FL: 51.30
FIRST CEILING	CL: 50.80
FIRST FLOOR	FL: 48.10
GROUND CEILING	CL: 47.60
GROUND FLOOR	FL: 44.90
BASEMENT CEILING	CL: 44.30
BASEMENT FLOOR	FL: 41.90



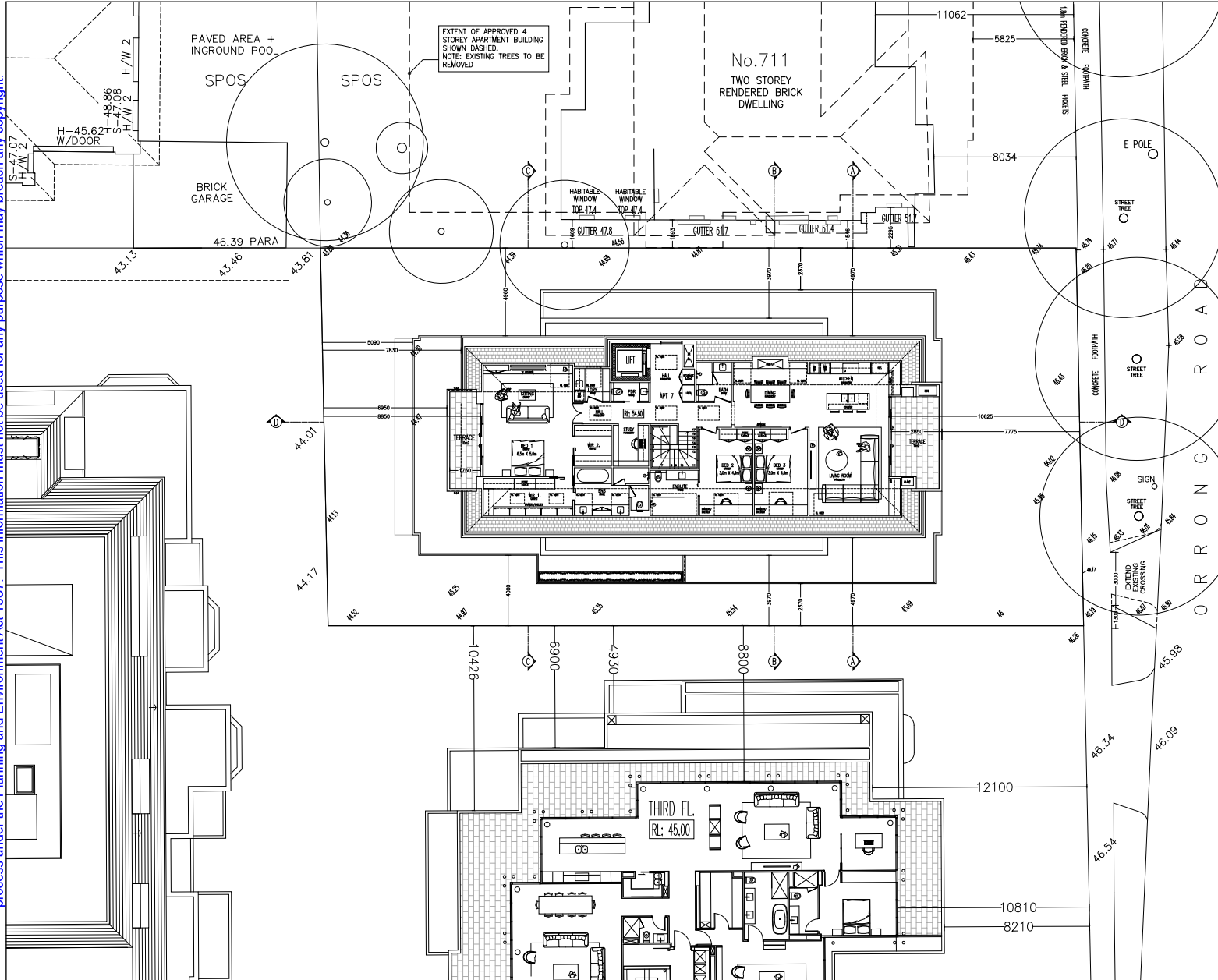
No	DATE	AMENDMENT

**CHRISTOPHER DOYLE** PL  
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 12 44 CAROLINE ST, SOUTH YARRA, VIC 3141 AUSTRALIA  
 TELEPHONE: +61 3 9887 2117  
 INFO@CHRISTOPHERDOYLE.COM.AU  
 A.B.N. 75 080 449 725

FILE NO: **PROPOSED APARTMENT BUILDING**  
 AT: **707 ORRONG RD TOORAK**  
 FOR: **TECH MC**  
 DWG: **SECOND FLOOR PLAN**

DRAWN	NS	PLUT DATE	06/04/2021
DATE	MAR 2021	APPROVED	
SCALE	1:100 (A3)		
DWG No.	18-15	DWG No.	PD07

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**AREAS:**

SITE :	910m2
BASEMENT :	549m2 (60.3%)
SITE COVERAGE :	476m2 (52.3%)
PERMEABILITY :	294m2 (32.3%)
GARDEN AREA :	380m2 (41.7%)
DEEP PLANTING :	21m2 FRONT - 106m2 REAR (15.9%)

<b>CARPARKING:</b>	<b>APARTMENT 1</b>
TOTAL SPACES : 14	AREA : 200m2
REQ. ALLOCATION : 14	GARDEN/TCE : 99m2
REQ. VISITOR : 0	CAR SPACES : 2
SURPLUS : 0	EXT STORAGE : 8.5m3
	INT STORAGE : 38.2m3

<b>APARTMENT 2</b>	<b>APARTMENT 3</b>
AREA : 200m2	AREA : 215m2
GARDEN/TCE : 5	GARDEN/TCE : 15m2
CAR SPACES : 2	CAR SPACES : 2
EXT STORAGE : 9m3	EXT STORAGE : 9m3
INT STORAGE : 45.5m3	INT STORAGE : 30.3m3

<b>APARTMENT 4</b>	<b>APARTMENT 5</b>
AREA : 190m2	AREA : 160m2
GARDEN/TCE : 20m2	GARDEN/TCE : 82m2
CAR SPACES : 2	CAR SPACES : 2
EXT STORAGE : 7.5m3	EXT STORAGE : 7.5m3
INT STORAGE : 36.1m3	INT STORAGE : 21.3m3

<b>APARTMENT 6</b>	<b>APARTMENT 7</b>
AREA : 139m2	AREA : 212m2
GARDEN/TCE : 17m2	GARDEN/TCE : 25m2
CAR SPACES : 2	CAR SPACES : 2
EXT STORAGE : 7.5m3	EXT STORAGE : 17.5m3
INT STORAGE : 20m3	INT STORAGE : 60.9m3

**LEVELS**

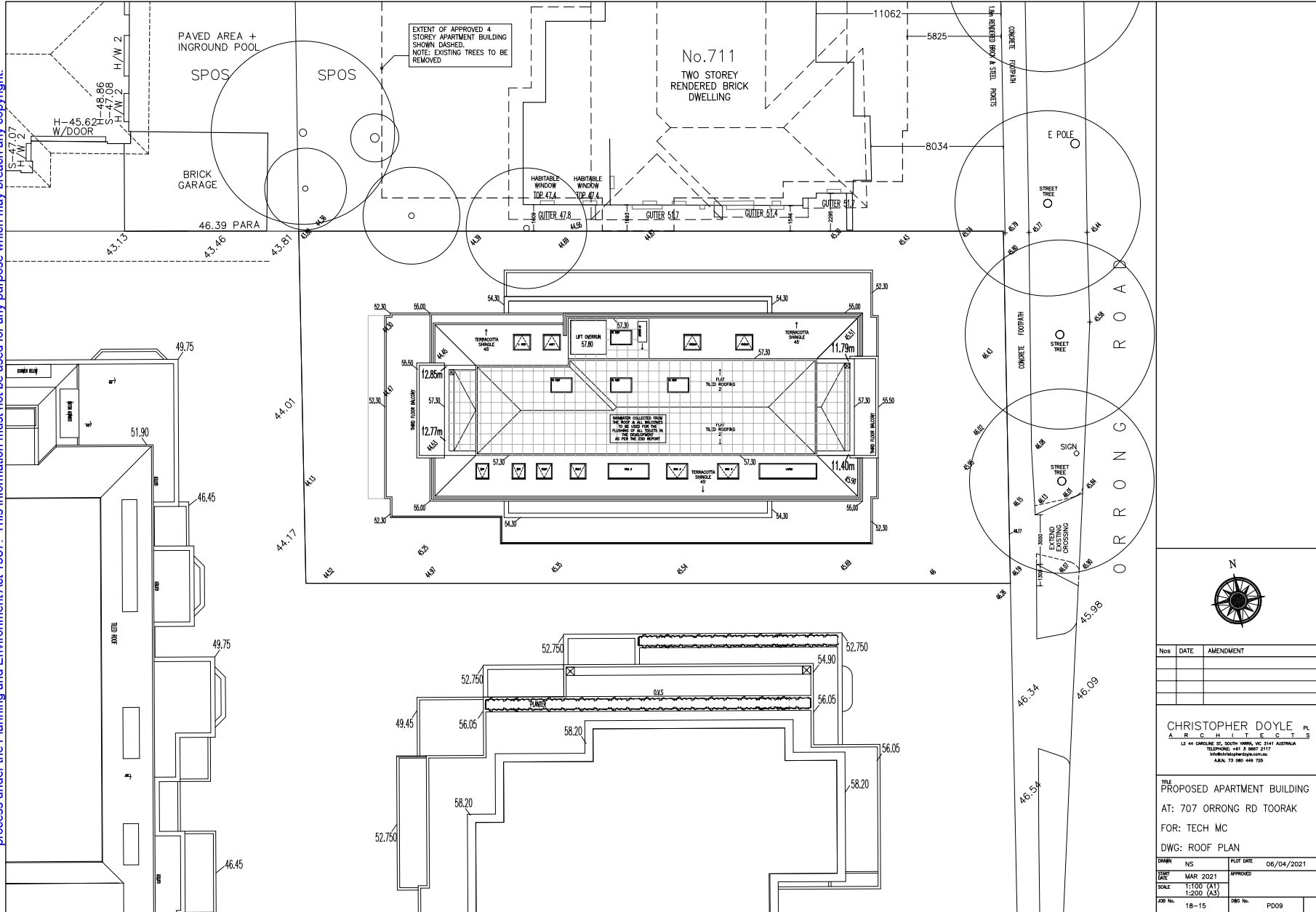
RIDGE LEVEL	RL: 57.30
THIRD CEILING	CL: 67.20
THIRD FLOOR	FL: 54.50
SECOND CEILING	CL: 54.00
SECOND FLOOR	FL: 51.30
FIRST CEILING	CL: 50.80
FIRST FLOOR	FL: 48.10
GROUND CEILING	CL: 47.60
GROUND FLOOR	FL: 44.90
BASEMENT CEILING	CL: 44.30
BASEMENT FLOOR	FL: 41.90

**CHRISTOPHER DOYLE** P.L.  
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TELEPHONE: +61 3 9887 2117  
INFO@CHRISTOPHERDOYLE.COM.AU  
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**FILE PROPOSED APARTMENT BUILDING**  
**AT: 707 ORRONG RD TOORAK**  
**FOR: TECH MC**  
**DWG: THIRD FLOOR PLAN**

<b>DRAWN</b>	NS	<b>PLUT DATE</b>	06/04/2021
<b>DATE</b>	MAR 2021	<b>APPROVED</b>	
<b>SCALE</b>	1:100 (VERT) 1:200 (AS)		
<b>DWG No.</b>	18-15	<b>DWG No.</b>	PD08

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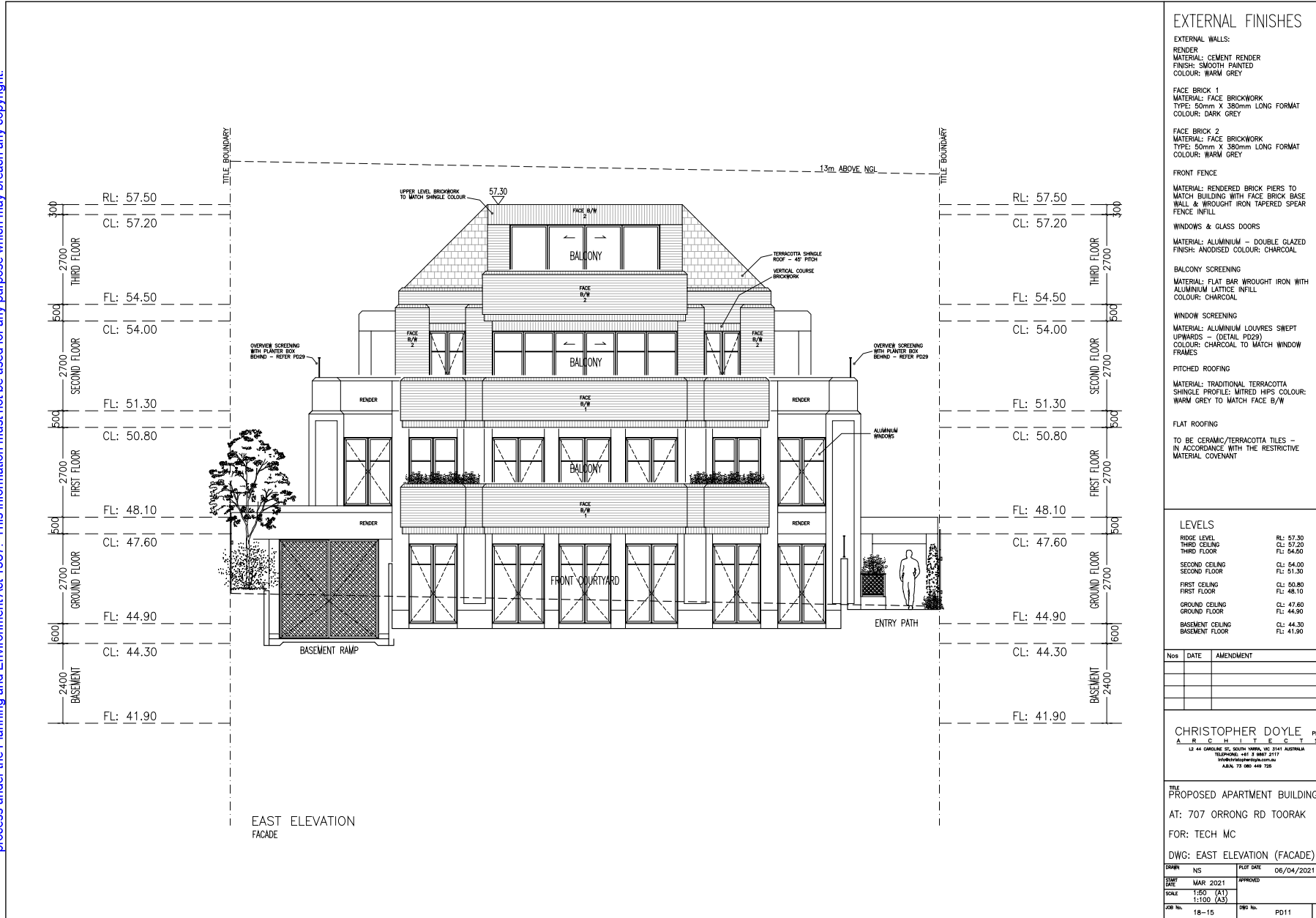
No	DATE	AMENDMENT

CHRISTOPHER DOYLE PL  
**A R C H I T E C T S**  
 12 44 CAROLINE ST, SOUTH YARRA, VIC 3141 AUSTRALIA  
 TELEPHONE: +61 3 9887 2117  
 INFO@CHRISTOPHERDOYLE.COM.AU  
 A.B.N. 75 080 449 725

THE  
 PROPOSED APARTMENT BUILDING  
 AT: 707 ORRONG RD TOORAK  
 FOR: TECH MC  
 DWG: ROOF PLAN

DRAWN	NS	PLAT DATE	06/04/2021
DATE	MAR 2021	APPROVED	
SCALE	1:100 (A3) 1:200 (A3)		
DWG No.	18-15	DWG No.	PD09

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**EXTERNAL FINISHES**

EXTERNAL WALLS:  
 RENDER  
 MATERIAL: CEMENT RENDER  
 FINISH: SMOOTH PAINTED  
 COLOUR: WARM GREY

FACE BRICK 1  
 MATERIAL: FACE BRICKWORK  
 TYPE: 50mm X 380mm LONG FORMAT  
 COLOUR: DARK GREY

FACE BRICK 2  
 MATERIAL: FACE BRICKWORK  
 TYPE: 50mm X 380mm LONG FORMAT  
 COLOUR: WARM GREY

FRONT FENCE  
 MATERIAL: RENDERED BRICK PIERS TO MATCH BUILDING WITH FACE BRICK BASE WALL & WROUGHT IRON TAPERED SPEAR FENCE INFILL

WINDOWS & GLASS DOORS  
 MATERIAL: ALUMINIUM - DOUBLE GLAZED  
 FINISH: ANODISED COLOUR: CHARCOAL

BALCONY SCREENING  
 MATERIAL: FLAT BAR WROUGHT IRON WITH ALUMINIUM LATTICE INFILL  
 COLOUR: CHARCOAL

WINDOW SCREENING  
 MATERIAL: ALUMINIUM LOUVRES SWEEP UPWARDS - (DETAIL PD29)  
 COLOUR: CHARCOAL TO MATCH WINDOW FRAMES

PITCHED ROOFING  
 MATERIAL: TRADITIONAL TERRACOTTA SHINGLE PROFILE: MITRED HIPS COLOUR: WARM GREY TO MATCH FACE B/W

FLAT ROOFING  
 TO BE CERAMIC/TERRACOTTA TILES - IN ACCORDANCE WITH THE RESTRICTIVE MATERIAL COVENANT

**LEVELS**

RIDGE LEVEL THIRD CEILING THIRD FLOOR SECOND CEILING SECOND FLOOR FIRST CEILING FIRST FLOOR GROUND CEILING GROUND FLOOR BASEMENT CEILING BASEMENT FLOOR	RL: 57.30 CL: 57.20 FL: 54.50 CL: 54.00 FL: 51.30 CL: 50.80 FL: 48.10 CL: 47.60 FL: 44.90 CL: 44.30 FL: 41.90
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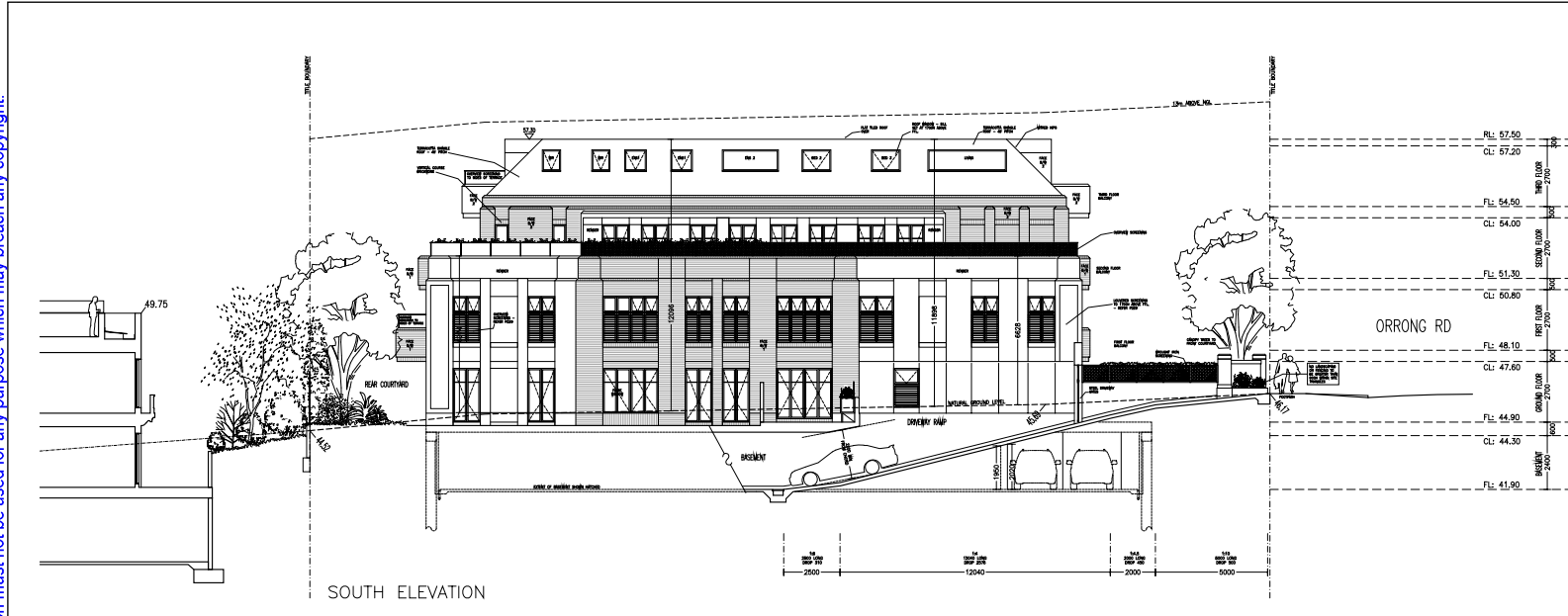
No	DATE	AMENDMENT

CHRISTOPHER DOYLE PL  
 ARCHITECT PT  
 12 44 CAROLINE ST, SOUTH YARRA, VIC 3141 AUSTRALIA  
 TELEPHONE: +61 3 9887 2117  
 christopherdoyle.com.au  
 A.B.N. 75 080 449 725

THE PROPOSED APARTMENT BUILDING  
 AT: 707 ORRONG RD TOORAK  
 FOR: TECH MC  
 DWG: EAST ELEVATION (FACADE)

DESIGNER DATE SCALE JOB No.	NS MAR 2021 1:500 (TEXT) 1:100 (A3) 18-15	PLOT DATE 06/04/2021 APPROVED DWG No. PD11	#
--------------------------------------	-------------------------------------------------------	-----------------------------------------------------	---

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**EXTERNAL FINISHES**

EXTERNAL WALLS:  
 RENDER  
 MATERIAL: CEMENT RENDER  
 FINISH: SMOOTH PAINTED  
 COLOUR: WARM GREY

FACE BRICK 1  
 MATERIAL: FACE BRICKWORK  
 TYPE: 50mm X 380mm LONG FORMAT  
 COLOUR: DARK GREY

FACE BRICK 2  
 MATERIAL: FACE BRICKWORK  
 TYPE: 50mm X 380mm LONG FORMAT  
 COLOUR: WARM GREY

FRONT FENCE  
 MATERIAL: RENDERED BRICK PIERS TO MATCH BUILDING WITH FACE BRICK BASE WALL & WROUGHT IRON TAPERED SPEAR FENCE INFILL

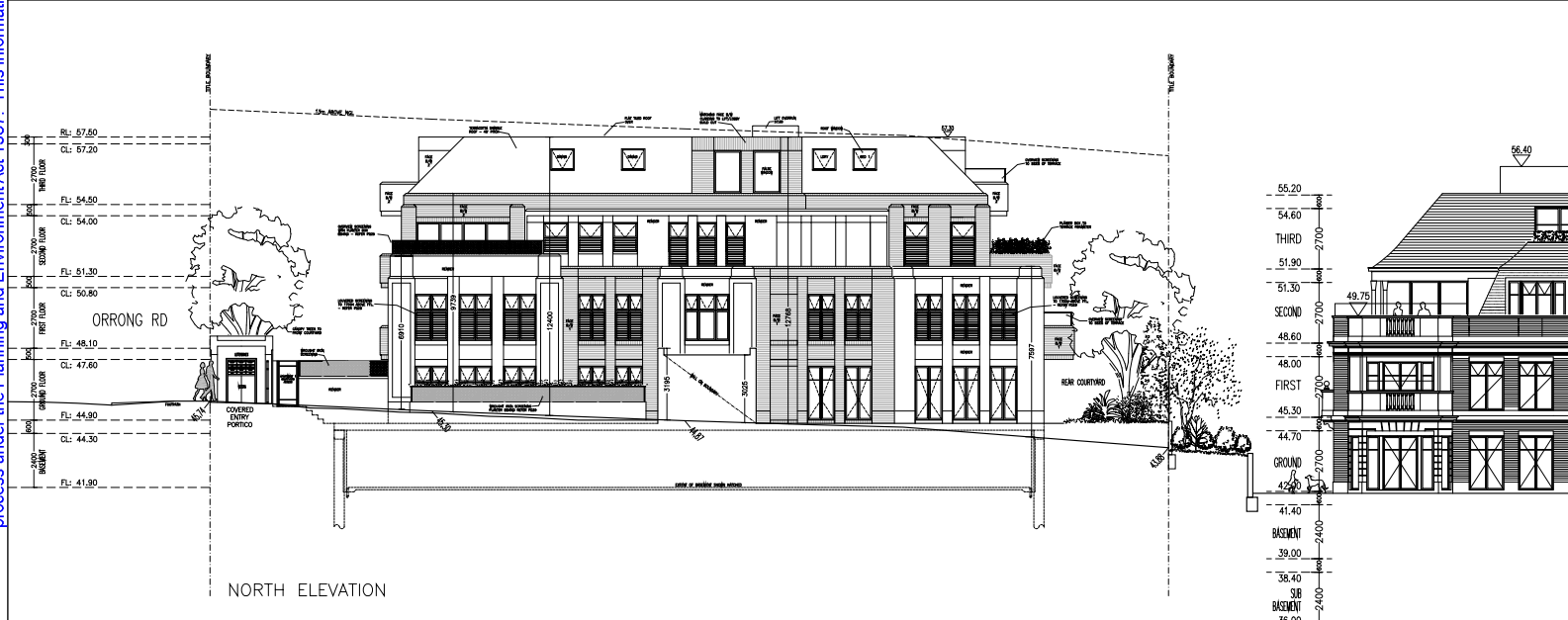
WINDOWS & GLASS DOORS  
 MATERIAL: ALUMINIUM - DOUBLE GLAZED  
 FINISH: ANODISED COLOUR: CHARCOAL

BALCONY SCREENING  
 MATERIAL: FLAT BAR WROUGHT IRON WITH ALUMINIUM LATTICE INFILL  
 COLOUR: CHARCOAL

WINDOW SCREENING  
 MATERIAL: ALUMINIUM LOUVRES SWEEP UPWARDS - (DETAIL PD29)  
 COLOUR: CHARCOAL TO MATCH WINDOW FRAMES

PITCHED ROOFING  
 MATERIAL: TRADITIONAL TERRACOTTA SHINGLE PROFILES: MIMED 'HIPS' COLOUR: WARM GREY TO MATCH FACE B/W

FLAT ROOFING  
 TO BE CERAMIC/TERRACOTTA TILES - IN ACCORDANCE WITH THE RESTRICTIVE MATERIAL COVENANT



**LEVELS**

RIDGE LEVEL	RL: 57.30
THIRD CEILING	CL: 57.20
THIRD FLOOR	FL: 54.50
SECOND CEILING	CL: 54.00
SECOND FLOOR	FL: 51.30
FIRST CEILING	CL: 50.80
FIRST FLOOR	FL: 48.10
GROUND CEILING	CL: 47.60
GROUND FLOOR	FL: 44.90
BASMENT CEILING	CL: 44.30
BASMENT FLOOR	FL: 41.90

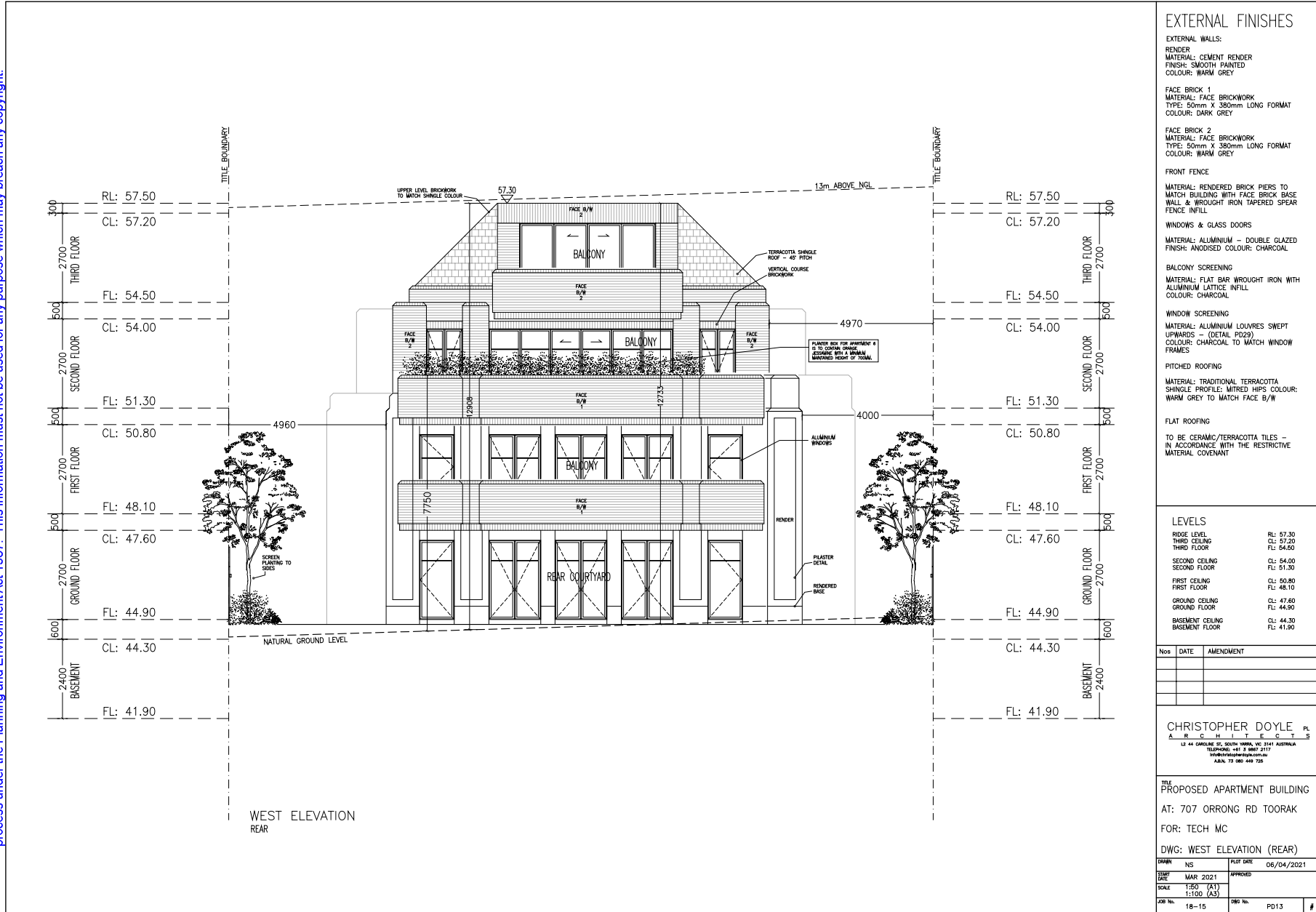
No	DATE	AMENDMENT

**CHRISTOPHER DOYLE** PL  
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 12 44 CAROLINE ST, SOUTH YARRA, VIC 3141 AUSTRALIA  
 TELEPHONE: +61 3 9887 2117  
 INFO@CHRISTOPHERDOYLEARCHITECTS.COM.AU  
 A.B.N. 75 080 449 725

THE PROPOSED APARTMENT BUILDING  
 AT: 707 ORRONG RD TORAK  
 FOR: TECH MC  
 DWG: NORTH & SOUTH ELEVATIONS

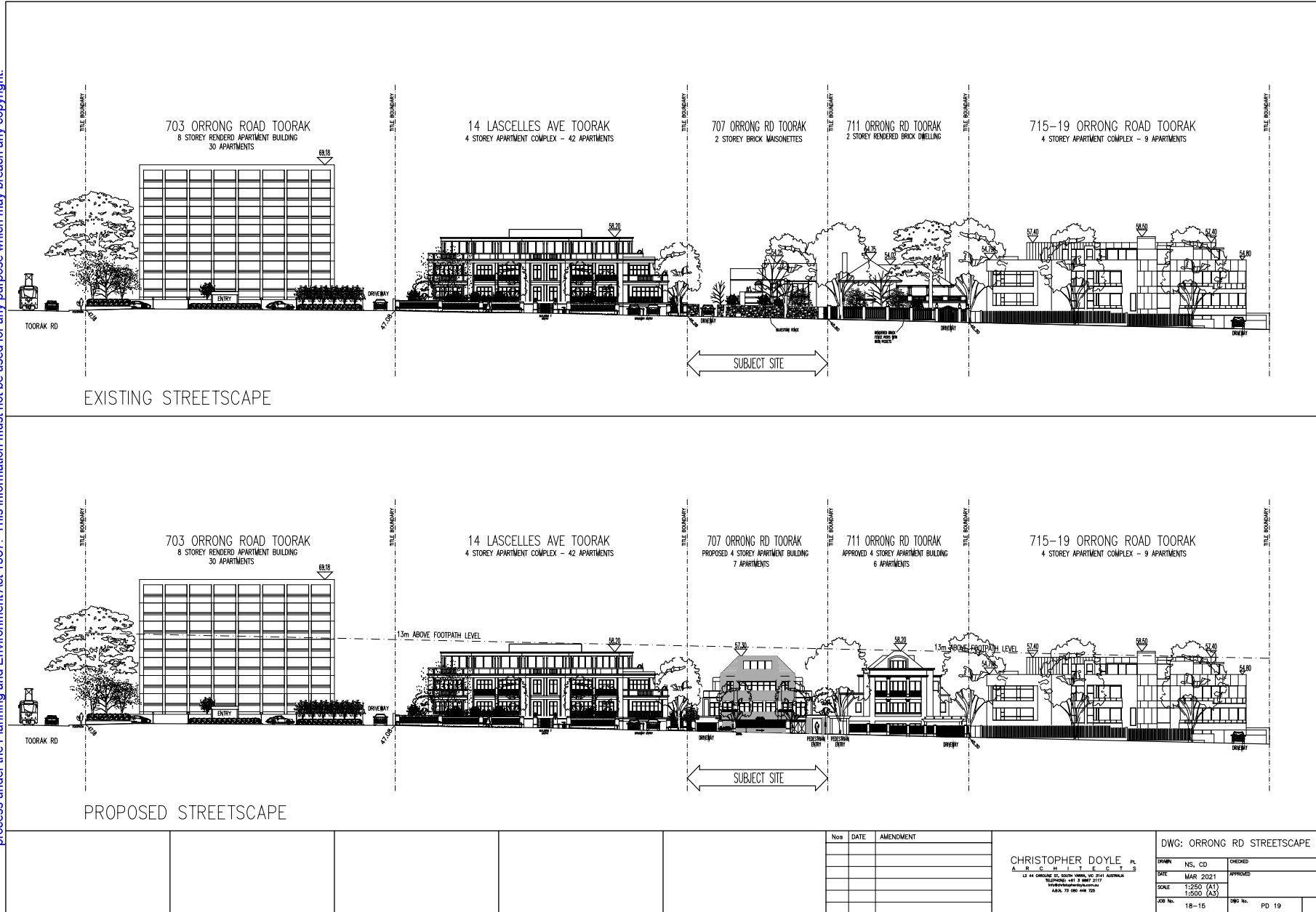
DRAWN	NS	PLUT DATE	06/04/2021
DATE	MAR 2021	APPROVED	
SCALE	1:1500 (TEXT) 1:2000 (A3)		
JOB No.	18-15	DWG No.	PD12

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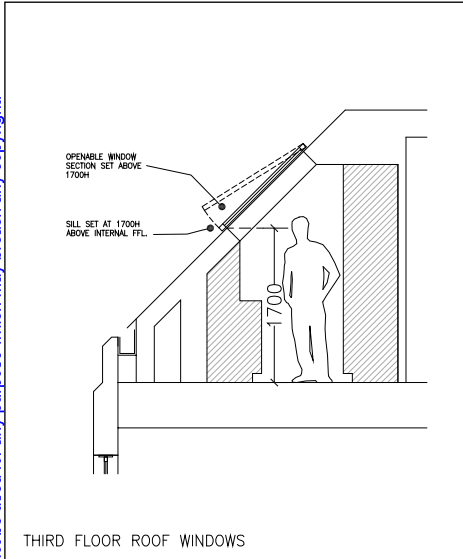




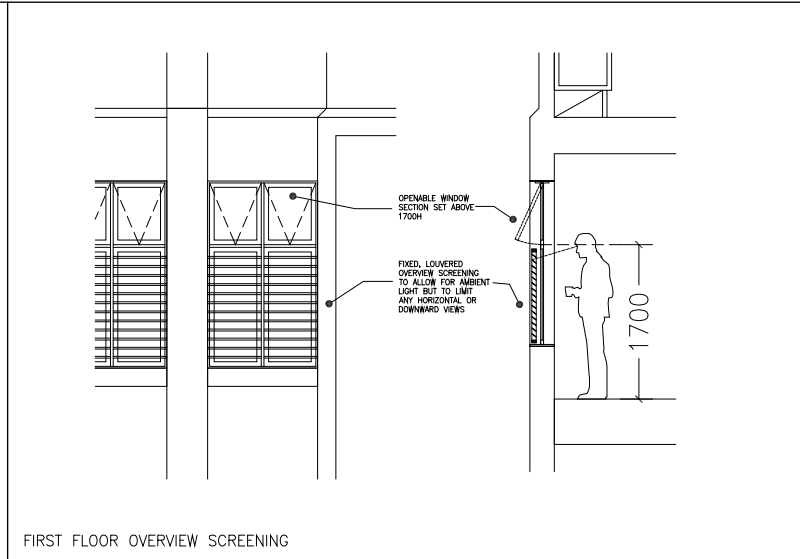
Received by City of Stonnington on 21/06/2021. Any document provided is made available for the sole purpose of enabling its consideration and review as part of a planning process under the Planning and Environment Act 1987. This information must not be used for any purpose which may breach any copyright.



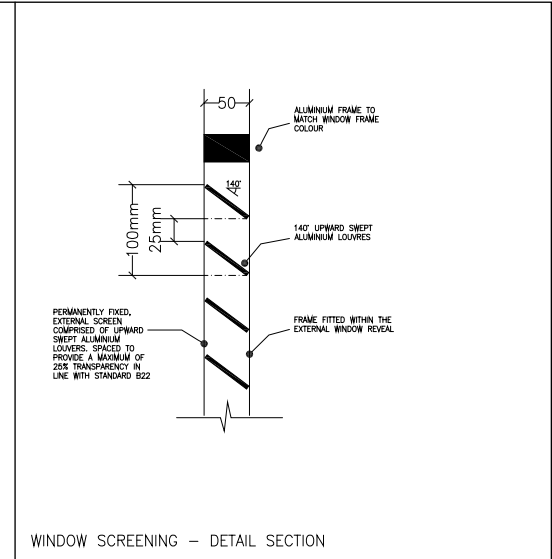
Received by City of Stonnington on 21/06/2021. Any document provided is made available for the sole purpose of enabling its consideration and review as part of a planning process under the Planning and Environment Act 1987. This information must not be used for any purpose which may breach any copyright.



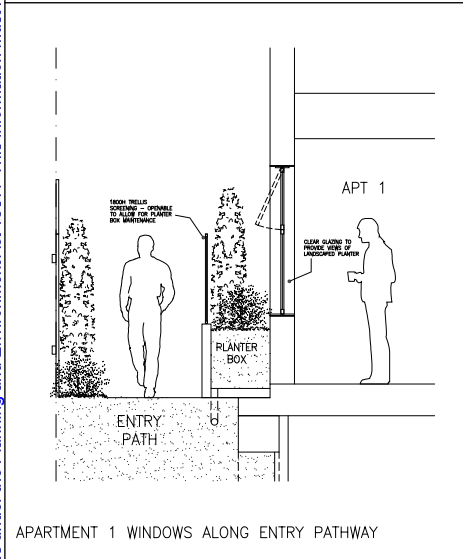
THIRD FLOOR ROOF WINDOWS



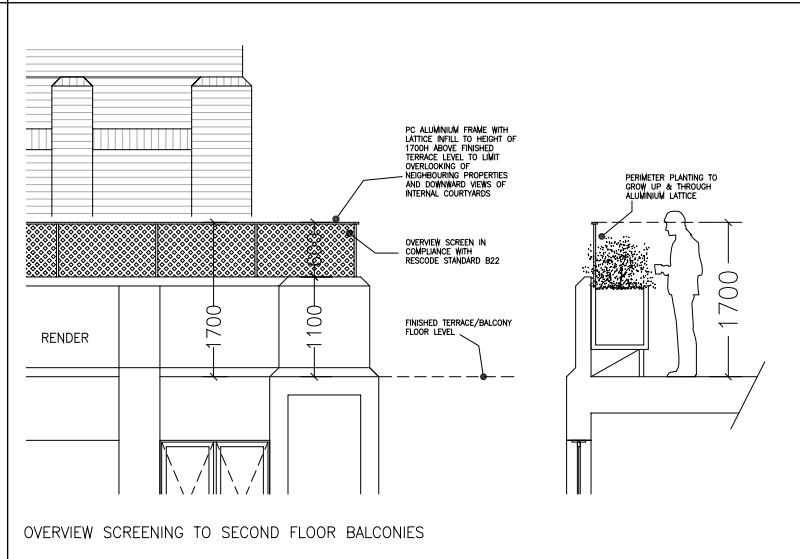
FIRST FLOOR OVERVIEW SCREENING



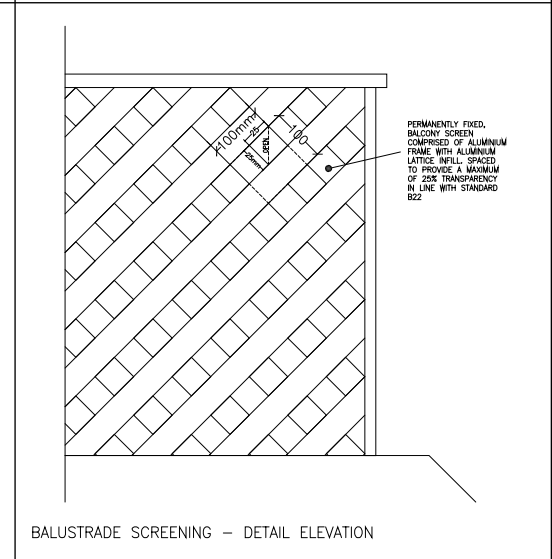
WINDOW SCREENING - DETAIL SECTION



APARTMENT 1 WINDOWS ALONG ENTRY PATHWAY



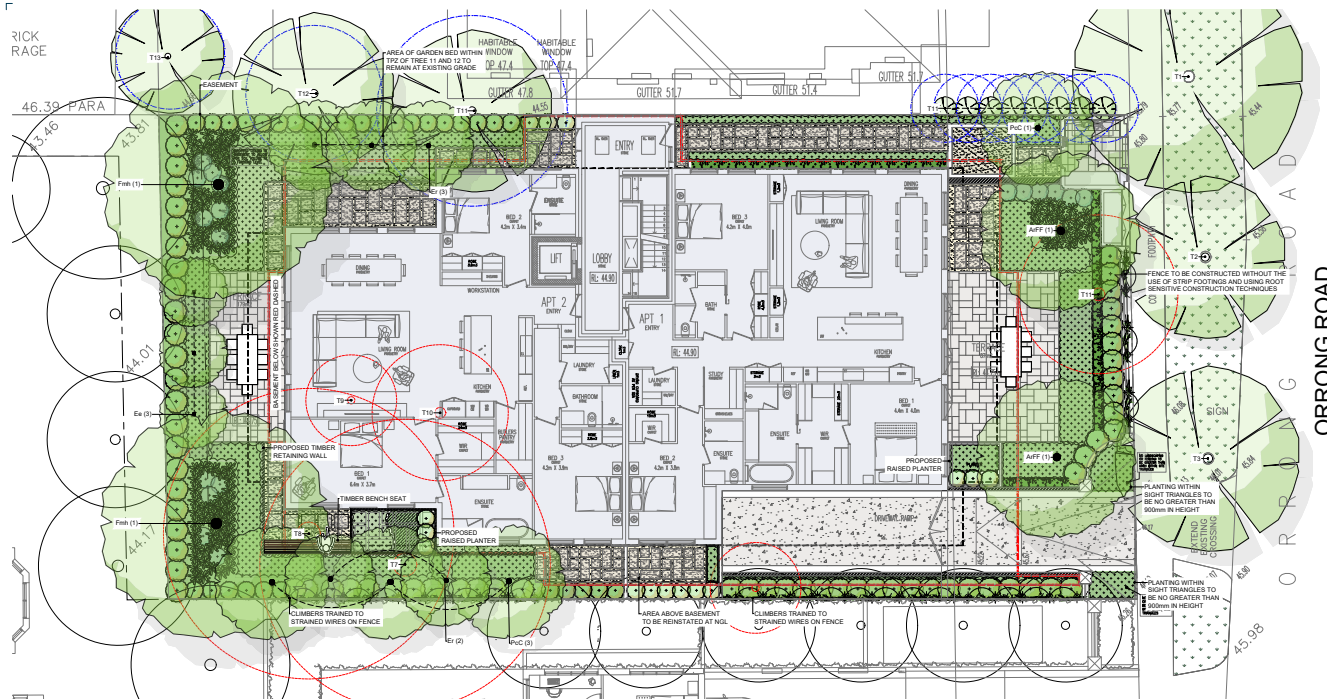
OVERVIEW SCREENING TO SECOND FLOOR BALCONIES



BALUSTRADE SCREENING - DETAIL ELEVATION

THE PROPOSED APARTMENT BUILDING		CHRISTOPHER DOYLE <small>PL</small> ARCHITECTS <small>12 44 CAROLINE ST, SOUTH YARRA, VIC 3141 AUSTRALIA                  TELEPHONE: +61 3 9847 2117                  A.B.N. 75 080 449 725</small>	
DATE	NS	PLAT DATE	06/04/2021
DATE	MAR 2021	APPROVED	
SCALE	1:25 (A1) 1:50 (A3)		
JOB No.	18-15	DWG No.	PD29

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SPECIFICATION NOTES

Soil Preparation: All plants shall be appropriately hardened off in the nursery... Mulch: Any imported top soil is to be free of weeds, rubble and other materials... Weeds Removal: All weeds shall be thoroughly removed... Planting: Plants shall be carried out using accepted horticultural practices...

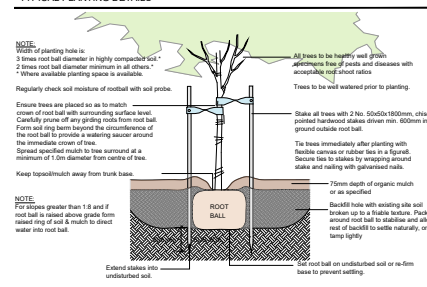
PLANT SCHEDULE

Table with columns: SYM, BOTANICAL NAME, COMMON NAME, DIE NEW, HEIGHT X WIDTH AT Maturity, MN SUPPLY, QTY. Includes categories like TREES, SHRUBS, GROUNDCOVERS, and CLIMBERS.

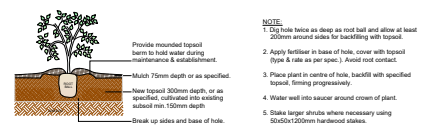
LEGEND

- Existing Tree To Be Retained (TP2 Shown Blue Dashed)
Existing Tree To Be Removed (Refer to Arborist Report Prepared By Open Space Management Dated 7 November 2018)
Proposed New Trees (Refer to Neighbouring Application)
Proposed New Shrubs (Refer to Plant Schedule)
Proposed New Groundcovers & Grasses (Refer to Plant Schedule)
Proposed New Climbers (Refer to Plant Schedule)
Proposed New Paving (To Later Detail)
Proposed New Steps in Gravel Surface (Refer to Specification)
Proposed New Coloured Concrete (To Later Detail)
Reinstated/Repaired Network (Refer to Specification)
Proposed New Retaining Wall (As Specified by Architect)
Proposed New Raised Planter Box (Refer to Specification)

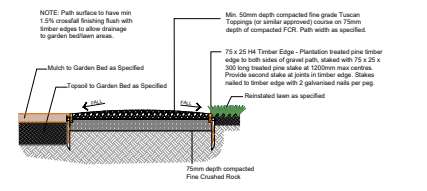
TYPICAL PLANTING DETAILS



D1 TYPICAL TREE PLANTING DETAIL Scale: 1:5



D2 TYPICAL SHRUB PLANTING DETAIL Scale: 1:5



D3 TYPICAL GRAVEL PATH & TIMBER EDGING DETAIL Scale: 1:20

JOHN PATRICK LANDSCAPE ARCHITECTS PTY LTD logo and contact information including address, phone, and website.

Revision table with columns: REVISED, DATE, BY. Includes project details like CLIENT (Tech MC Pty Ltd), DRAWING (Landscape Plan for Town Planning), and SCALE (1:100 @ A1).

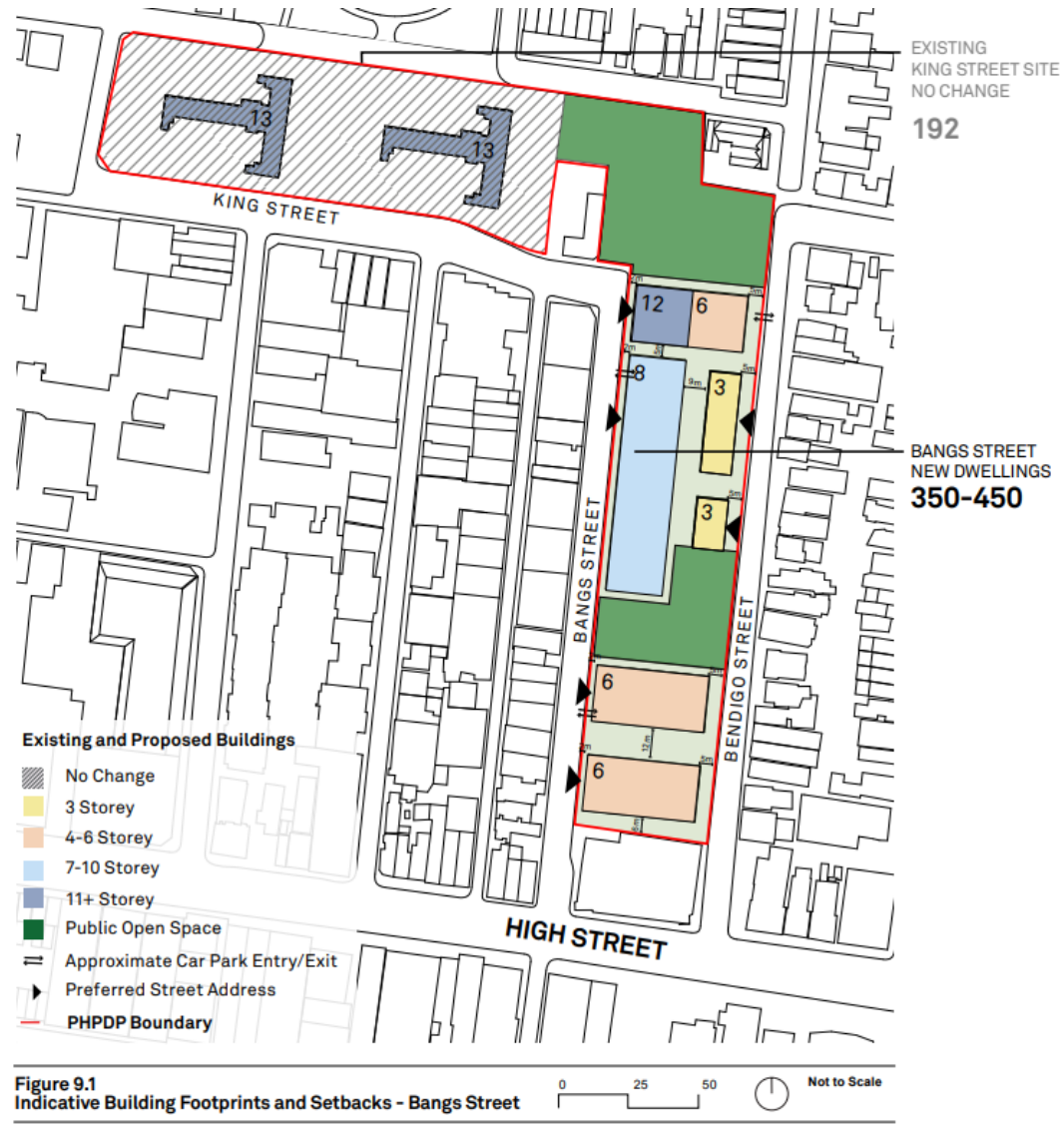
### Prahran Housing Precinct Development Plan – Bangs Street Estate Summary

The priorities of the Development Plan and the proposed response are summarised in the following table:

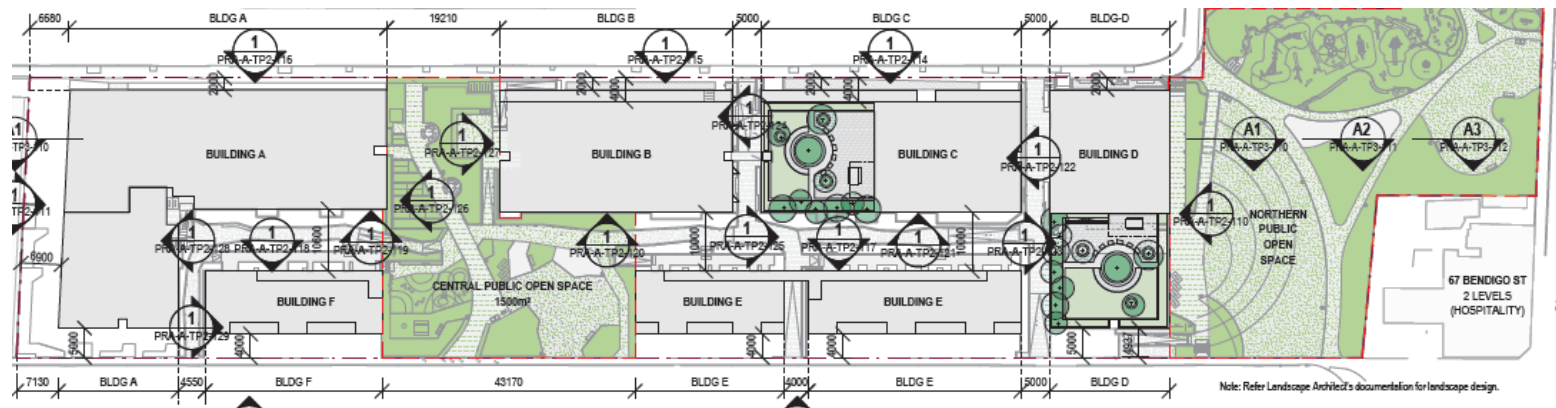
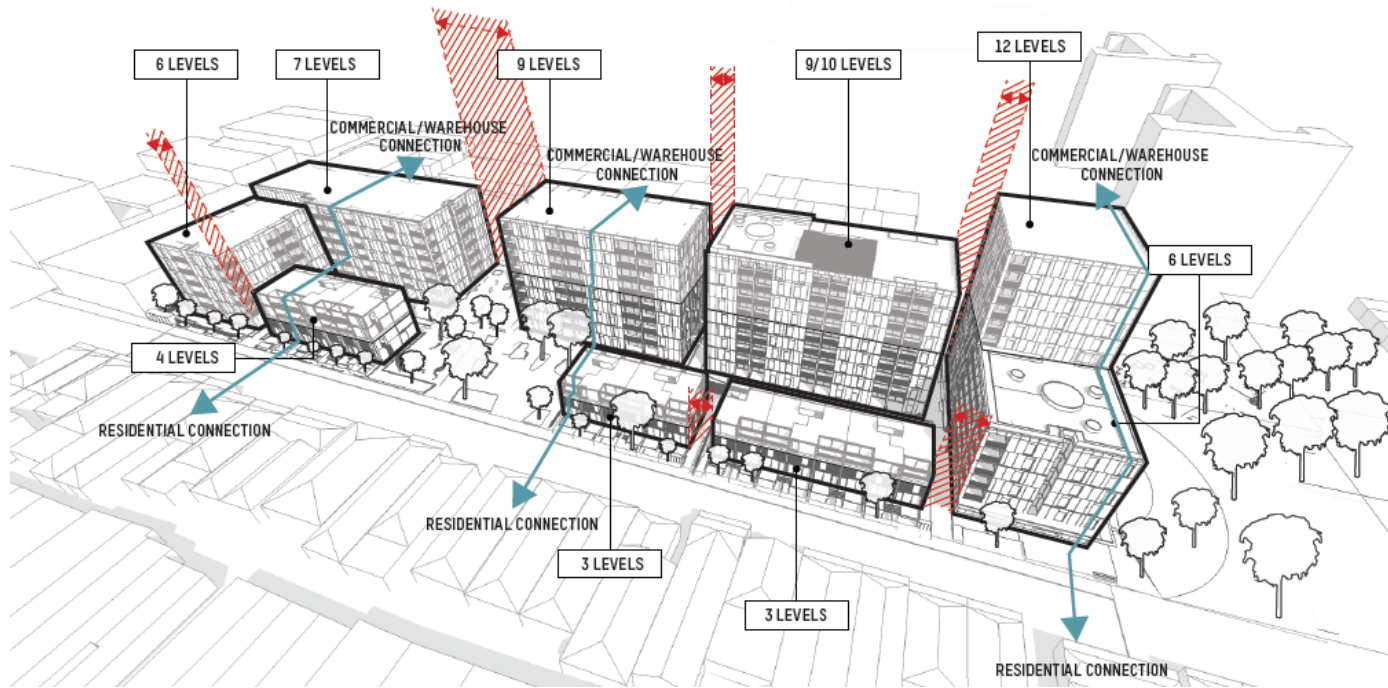
	GUIDELINES	INDICATIVE REQUIREMENTS	PROPOSED DEVELOPMENT
<b>LAND USE</b>	Predominantly residential and 1500sqm of commercial floor space	Commercial use on the ground floor of a predominantly residential building on the north boundary fronting open space.	All buildings contain dwellings. Non-residential spaces include: <ul style="list-style-type: none"> <li>- Commercial floor space totalling 368sqm (located on ground level of northern building)</li> <li>- Community space of 78sqm</li> <li>- Artist's studio of 100sqm</li> <li>- Indoor communal spaces totalling 163sqm</li> </ul> <b>Inconsistent with Development Plan: Reduced commercial floor area.</b>
<b>TOTAL DWELLINGS</b>	350-450	Final number to be determined during detailed planning stage.	445 dwellings.
<b>DWELLING MIX &amp; FORM</b>	Public and private (approx. 50% each)	Mix of public and private will vary and will be in the form of one, two, or three-bedroom apartments or terrace style dwellings.	228 social housing dwellings (51%). 217 market rental homes (49%). Dwelling mix: <ul style="list-style-type: none"> <li>- Studio: 41 (9%)</li> <li>- 1 Bedroom: 257 (58%)</li> <li>- 2 Bedroom: 126 (28%)</li> <li>- 3 Bedroom: 21 (5%)</li> </ul> 16 of the social dwellings have been designed as flexible dwellings to allow 1 and 2 bedroom units apartments to be consolidated to create or 3 or 4 bedroom apartments to meet demand.
<b>NUMBER OF BUILDINGS</b>	6	Indicative building footprints identified.	6 buildings (labelled A to F) <b>Inconsistent with Development Plan: Alternative building footprints proposed.</b>
<b>BUILDING HEIGHT</b>	3 to 12 storeys	Preferred building heights identified. Tallest building to be located in the north-west, with a reduction in scale to 3-6 storeys to Bendigo Street to respond to established residential development to the east.	3 to 12 storeys: <ul style="list-style-type: none"> <li>- Building A: 7 storeys</li> <li>- Building B: 9 storeys</li> <li>- Building C: 10 storeys</li> <li>- Building D: 12 storeys</li> <li>- Building E: 3 storeys (x2)</li> <li>- Building F: 4 storeys</li> </ul> <b>Inconsistent with Development Plan: Building A partially exceeds height guideline by 1 storey, noting reduced heights to Buildings B (1 storey) and F (2 storeys).</b>

GUIDELINES		INDICATIVE REQUIREMENTS	PROPOSED DEVELOPMENT
<b>BUILDING SETBACKS</b>	5 metres to Bendigo Street 2 metres to Bangs Street	Indicative setbacks identified. Development to be setback to reflect the estimated overland flow path. Setbacks to be reviewed at building design stage. Building footprints to minimise extent of shadows over public open space reserve.	Bendigo Street: 4 metres to the 3 and 4 storey buildings and 5 metres to the 6 storey buildings. Bangs Street: 2 metres to all buildings. Some overshadowing from Buildings B and E of central public open space and adjacent Council park proposed to west occurs throughout various times of day. <b>Inconsistent with Development Plan: Setback to Bendigo Street reduced by 1 metre to Buildings E and F.</b>
<b>CONNECTIONS</b>	Connected pedestrian and bicycle links	Indicative 1.5m wide footpath locations identified. East-west connection to be provided through open space reserve connecting Bangs Street to Bendigo Street. Open space to link with adjacent public open space to improve connectivity.	Pedestrian and cycling links throughout the site, including several east-west links crossing a central north-south spine. The entire ground level plane is DDA accessible via ramps or graded paths.
<b>OPEN SPACE PROVISION</b>	New centrally located public reserve of approx. 1,500sqm (in addition to existing northern space of approx. 3,500sqm)	Common areas to include children's play space, active and passive recreation, community gardens, rooftop areas and barbeque areas. Private open space to be provided in form of balconies or ground level courtyards.	1500sqm centrally located public open space; 2 rooftop garden terraces with adjacent indoor communal spaces; children's play areas; productive garden Upgrade of the northern public open space. Planting of 70 new trees.
<b>CAR PARKING PROVISION</b>	295 to 415 spaces (0.85 to 0.92 spaces per dwelling)	Car parking to be provided in basement/s, with the exact number to be determined through detailed planning and updated traffic assessments.	Total of 272 car parking spaces within basement (0.6 spaces per dwelling): - Basement Level 1: 137 social housing spaces, including 11 accessible spaces. - Basement Level 2: 135 private housing spaces, including 4 accessible spaces and 3 'Go-Get' car share spaces. Total of 305 bicycle parking spaces, including 131 social spaces, 126 private spaces and 48 visitor spaces. <b>Inconsistent with Development Plan: Parking shortfall of 23 spaces, noting car share and surplus of 27 resident bicycle spaces.</b>
<b>VEHICULAR ACCESS</b>	Multiple access points Primary access from Bangs Street with secondary access from Bendigo Street	Approximate access points indicated (2 from Bangs Street and 1 from Bendigo Street). Precise locations to be determined at the planning application stage.	One double-width access/exit point from Bangs Street at southern end of frontage. <b>Inconsistent with Development Plan: Reduced number of access points.</b>

The indicative built form requirements of the Development Plan are indicated in the following plan:



The proposed design response is depicted in the following plans:





[date]

[name]

[title]

Department of Environment, Land, Water and Planning

Dear [name]

### **BANGS STREET HOUSING ESTATE REDEVELOPMENT**

Please accept the City of Stonnington's feedback on the planning application submitted by Building Communities on **date**.

At its meeting on 4 October 2021, Council considered this matter and endorsed a position, which is summarised below.

Council welcomes the opportunity to provide feedback on the proposed design for the Bangs Street Housing Estate site. Council supports the redevelopment of the Prahran Housing Estate site and remains committed to achieving the best outcome for existing and future residents of the site and wider Prahran Housing Estate Precinct.

Council recognises that the proposed design is broadly consistent with the vision for the site as outlined in the Prahran Housing Precinct Development Plan. Notwithstanding this, Council Officers have identified several elements of the proposal which Council suggests require further consideration as detailed in the attached document.

The key matters of concern primarily relate to the retention and protection of all established street trees on Bangs Street, the impact of reduced car parking provision on local amenity, lack of loading/unloading facilities on site, the functionality and integration of community and commercial facilities, waste management issues, and insufficient evidence to support environmentally sustainable design claims. Council also notes that the proposed design provides separate buildings for social and private dwellings. It is Council's position that social and private dwellings should be integrated within the same buildings.

It is requested that the views of Council as outlined in this letter and the attachment are considered in DELWP's assessment of the application.

Should any clarification on the attached comments be sought, please contact Amanda Connolly on 8290 3360 or via email at [aconnoll@stonnington.vic.gov.au](mailto:aconnoll@stonnington.vic.gov.au) should you have any queries.

Yours sincerely,

**ANNALIESE BATTISTA**  
Director Planning & Place

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**Prahran Town Hall**  
Corner Chapel and Greville Streets  
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## **Bangs Street Estate Proposed Redevelopment**

### **Summary of feedback from Council Officers**

*NB. All comments are based on plans and technical reports provided to Council prior to submission of the application to DELWP.*

#### **Town Planning**

- The application seeks planning permission for the following:
  - Use of the land for dwellings, office, artist's studio and community space under the Activity Centre Zone, Schedule 1 (noting the retail and café spaces are as-of-right);
  - Buildings and works under the Activity Centre Zone and the Special Building Overlay;
  - Reduction in the car parking requirements; and
  - Variation/removal of easements.
- The proposed land uses are considered appropriate in the context of the Prahran Housing Precinct Development Plan and are consistent with the purpose of the Activity Centre Zone.
- It is noted that the built form controls of the ACZ1 differ from the approved Development Plan which supports more intense development with higher built form on the Bangs Street Estate which is identified as a 'response site' within ACZ1.
- The proposed siting and height of buildings is not strictly in accordance with the Development Plan by way of the following:
  - The building arrangement and orientation south of the central public open space area varies from the two east-west forms depicted in the Development Plan. Building A adopts an 'L' shaped footprint which wraps around the corner of Bangs Street and the southern boundary, while Building F runs north-south fronting Bendigo Street.
  - North of the central public open space area the Development Plan indicates one long building. However this has been split into two (Buildings B and C) which provides increased pedestrian connections and permeability through the site, breaks up the massing to Bangs Street and improves internal daylight access and natural ventilation of apartments.
  - Buildings E and F are setback 4 metres from Bendigo Street in lieu of the 5 metres indicated in the Development Plan.
  - Building A exceeds the height indicated in the Development Plan by 1 storey to the Bangs Street side only.
  - Building B is one storey below the height indicated in the Development Plan.
  - Building F is at the lower end of the height range in the Development Plan.
  - Buildings C, D, and E are in line with the heights indicated in the Development Plan.
- Despite the above anomalies, the development may be considered to be broadly consistent with the Development Plan in terms of the number of buildings, their general siting and height.
- The Better Apartment Design Standards provide the appropriate assessment tool to determine if the internal amenity of the development is considered satisfactory. Detailed information and plans provided indicate the development achieves full compliance with the relevant standards and objectives.
- Offsite amenity impacts such as overshadowing, overlooking, and noise from the community and commercial uses appear reasonably limited.

## Urban Design

### Built form, massing, and architectural expression in relation to the interface with the Bendigo St residential neighbourhood

- The 5 buildings proposed with interface to Bendigo Street replace 2 existing linear 5-storey walk-up residential blocks, each approximately 60-metres long.

#### *Proposed built form, height, and massing*

- Along Bendigo St, the proposed building scale is predominately 3-storeys and 4-storeys, 'bookended' by the 6-storey frontages of Building D (at the north end) and Building A (at the South end). The taller parts of Building A (7-storeys) and Building D (12-storeys) are located towards the Bangs St part of the site, away from the Bendigo St residential interface and, in general, the taller built forms are partly screened from view in Bendigo St by the lower buildings in the foreground. The exceptions are Building B (7-storeys) which will be visible from Bendigo St across the Central Public Open Space; and the 12-storey part of Building D which will be visible in oblique view from the north end of Bendigo St, across North Park. However the substantial setbacks of these taller forms from Bendigo St, and location of existing established canopy trees in the North Park and at the Bendigo St frontage to Central Public Open Space will assist with 'softening' views to the taller buildings from the Bendigo Street interface.
- The massing of the proposal along Bendigo Street, articulated into five clearly separated blocks, is an appropriate response at the interface with the lower-scale, smaller-grain residential neighbourhood.

#### *Street-level activation and integration with the residential neighbourhood*

- Although the main building entries (to Buildings A, B, C, and D) are all located in Bang St, the high level of pedestrian permeability through the site (via five east-west and one north-south laneway links) will assist with street-level activation in both Bangs St and Bendigo St. There are no vehicle access points proposed in Bendigo Street, and an existing vehicle access is removed, which is a good outcome.
- Ground level dwellings in Buildings A, E1, E2 and F have private front courtyard gardens fronting on to Bendigo St, with individual access gates, and open slat front fences with landscape behind providing screening. This is a better outcome than the existing condition of solid front fences set behind a landscape buffer which, despite individual access gates, somewhat 'disengages' the existing buildings from the street. In addition, upper level windows and balconies will provide a high degree of visual engagement between the building interiors and the street, improving passive surveillance.
- Building D has a different street-level frontage design, with full height glazing to the two commercial spaces, set-back 5m from the street-frontage. There is no direct access from Bendigo St to either tenancy – Retail 1 is entered from the central pedestrian undercroft 'arcade', while Retail 2 has entries from both the arcade and the terrace facing North Park. The frontage set-back to Bendigo St is partly occupied by the ramp access and a bin collection hardstand (for the commercial and communal tenancies only), while the remaining (approximately 60%) of frontage is a garden area with a canopy tree.
- The level change complicates direct access from Bendigo St to these tenancies, and the Urbis Report notes that Retail 1 (with frontage to Bendigo St) is an office for the social housing provider/manager, so access for the tenants from within the development is appropriate. However, the larger Retail 2 tenancy may suit a variety of uses. It is recognised that further detailed design development will happen as the project progresses, and recommended that strategies are investigated to further activate the street-level frontage of Building D. For example, while a direct physical access may not be necessary (or possible), perhaps some

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sections of sliding or operable glazing might allow engagement between the building interior and the street.

- Above street-level, Levels 01-05 of Building D have windows and balconies overlooking the street, providing activation and passive surveillance.

#### *Architectural expression*

- The lower scale buildings have an expressed 2-storey brick base, with a layer of double height metal 'frames' articulating the linear street facades into individual frontages, and open frames and panels of metal cladding articulating the upper level(s). The finer grain materials and detailing provide a residential character, responding to the interface to the residential lower-scale residential neighbourhood across Bendigo Street. The taller 6-storey buildings at each end have a more 'robust' expression, which provides a transition between the residential character of Bendigo St and the 'warehouse' character of Bangs St.

#### *Integration and interaction with North Park*

- The direct access provided to North Park through the north-south pedestrian laneway link, or 'spine' (in addition to access from Bendigo St and Bangs St), integrates the park with the residential development, and is a good outcome. Upper level windows and balconies of Building D overlook the park and provide an activated façade, and passive surveillance.
- The proposed retail tenancies (anticipating food and beverage), and exterior seating occupying the forecourt (Bangs St frontage) and commercial terrace (North Park frontage) will potentially provide an active interface with the park. However consideration should be paid to options for temporary façade treatments or occupation strategies, or other activation methods, to avoid 'blank shopfronts' if the tenancies are not occupied in a timely manner.
- The 12-storey built form presents to the wider section of the park, stepping down to 6-storeys at the narrower part of the park, which will somewhat reduce potential visual impacts on the public open space. The articulation of the facades, with a shifting pattern of solid and void, and vertical 'slots' of recessed balconies, will provide a smaller 'grain', also helping to reduce the visual mass.
- Due to the site orientation, there are no overshadowing impacts from the development on North Park. Potential wind impacts at the street-level and park level interface are identified (see Report by Mel Consultants), but the proposed strategies to mitigate these impacts (i.e. perforated screens integrated with landscaped planters) are a good solution. A projecting awning for the full length of the park frontage will provide weather protection at the edge of the building.

#### Overshadowing impacts on existing and proposed publicly accessible open space

- The shadow diagrams provided for the September 21 Equinox and June 22 Winter Solstice show that there will be overshadowing of most of the proposed Council Bangs Street Park on winter mornings before (approx.) 10.30am, and of the Central Public Open Space within the development at different times during the day at both the Equinox and Solstice.
- That said, while the shadow diagrams show that there will be an impact on the public realm and publicly accessible spaces, the overshadowing is not 'constant', and there will always be options available to 'catch' the sun i.e. when Bangs St Park is overshadowed in the early morning, much of the Central Public Open Space (just across the road) is in sun, and vice versa in the afternoon. In short, due to the alignment of these publicly accessible spaces, there will be opportunities to 'follow the sun'; and, conversely, in the warmer months to 'follow the shade'.

### Other issues

- In general, the proposed internal layouts and circulation arrangements of the buildings are expertly handled. One aspect of the proposed design that is somewhat less successful is that the access stairs are all 'internal' i.e. they do not have a visual connection with the exterior of the building, which may make them less 'appealing' for walk-up use (at the lower levels) and reduce opportunities for social interaction. While recognising that there are many factors which impact on, and constrain, stairway locations (e.g. working with carpark layouts; fire-rating considerations etc.), and that locating stairs on external walls can reduce apartment frontage, it is noted as perhaps being a 'lost opportunity'.
- A question also arises as to whether the proposed 5m separation between Building C (9-storeys) and Building D (12-storeys) is adequate, in terms of aspect, and daylight penetration to the lower levels of the building.

### **Parks**

- The use of the word 'Public Realm' would normally signify Council managed public open space. Both of the areas of open space are located and managed within DHHS land under the proposed Ground Lease Model. Council will not be responsible for the maintenance of these areas.
- The Bangs Street public footpath is listed as 'expanded'. There is no detail of the expansion and how that will affect the width of the road reserve.
- All of the established Council managed trees in Bangs Street are listed to be removed. There is no justification for the removal of these trees. The previous public housing building on this site contained sub-grade precast concrete panel walls against the Bangs Street boundary. This previous structure has greatly reduced the incursion of roots from the street trees into this site, and it is predicted that the proposed construction works will not compromise the health and stability of these trees if all works are contained within the current boundaries of the property.
- There is no meaningful above and below ground space along the western aspect of the site with which to establish large landscape elements as part of this project. The design is reliant on a 'borrowed landscape' from street trees in Bangs Street, although all of them are listed to be removed.
- The architectural plans list a footpath awning to be attached to the building at the northern end of Bangs Street. There is no detail on the size of the awning and where it is located in relation to the current established street trees within the vicinity.

### **Environmentally Sustainable Design (ESD)**

- The documentation indicates the development offers the following ESD commitments:
  - Targeting a five star Green Star certified rating V1.3.
  - A 100kW rooftop solar photovoltaic system (250 panels at 400W/panel) operated by an embed network operator distributing energy to tenants and common areas.
  - A total rainwater tank (RWT) capacity of 78kL connected to toilets and irrigation.
  - Stormwater biofiltration treatment system.
  - Water efficient fixtures and fittings.
  - Water efficient irrigation.
  - Achieves a minimum average NatHERS energy rating of 7 stars and no apartments less than 6 stars.
  - All electric design with no use of natural gas.
  - Energy efficient equipment and fixtures.
  - Hot water supplied by a central electric heat-pump system.

- Double glazing to all habitable space windows and glazed doors.
- Naturally ventilated common area corridors.
- Ceiling fans to bedrooms.
- Low VOC products and paints.
- A total of 305 bicycle parking spaces.
- A target recycling rate of 80% of construction waste.
- Sustainable building materials.
- Whilst some good sustainability initiatives have been proposed, there is insufficient supporting evidence to back these up. It is recommended that the following information be provided:

#### *ESD*

- Confirmation from the Green building Council of Australia (GBCA) that the project has been registered for green star certification and a GBCA Design Review Certificate demonstrating a 5 star Green Star rating is to be supplied to the responsible authority prior to the commencement of the use of the proposed development.
- NatHERS ratings of each thermally similar group of apartments to demonstrate that the residential component of the development achieves a minimum 10% improvement on the current National Construction Code (NCC) Energy Efficiency requirement and no apartment exceeds the maximum NatHERS annual cooling load identified in Table B4 Cooling Load, (Clause 55.07-1 of the Stonnington Planning Scheme).
- Preliminary NatHERS certificates to be included within the ESD report for all apartments rated. All fabric assumptions including added insulation, window type and performance values used for the NatHERS assessments are to be included within the SMP.
- As a mechanical ventilation system is proposed for the basement carpark, Carbon Monoxide (CO) monitoring should be provided and an annotation included on the basement plans confirming this commitment.
- A notation on the roof plan detailing the total system capacity of the proposed photovoltaic (PV) system and the angle of inclination the panels are to be installed at.
- Due to the enclosed nature of the balconies to the apartments living areas, only one side is open to the sky. Unless it can be demonstrated via daylight modelling alternative reflectance values can be used, the finishes to the balconies should have the following minimum reflectance values to improve daylight access:
  - o Floors 40%;
  - o Walls 70%; and
  - o Ceiling/soffit 80%.
- A notation on the plans confirming the glazing is to have a minimum Visible Light Transmittance (VLT) of 60%.
- The energy efficiency of the proposed heating/cooling system to be noted within the SMP.
- External shading devices provided to north facing glazing of habitable rooms, which do not have a balcony directly above, to ensure that the north windows are shaded from the spring equinox until the autumn equinox (21 September to 21 March). Where sun shading devices are being utilised, a dimensioned section diagram should be included to demonstrate their effectiveness.
- External sun shading devices provided to east and west facing glazing of habitable rooms, which do not have a balcony directly above, to be in the form of operable louvres, sliding shutters or external blinds. The external shading devices should be clearly indicated on the plans and elevations.
- Ceiling fans provided to the living areas of apartments which are not effectively naturally ventilated.
- The number of bicycle parking spaces is required to be increased to achieve Council's best practice standards for bicycle parking, which for residential developments is to provide at least one secure bicycle parking space per dwelling and one visitor bicycle parking space

per 4 dwellings. Alternatively, 5% of the car parking may be dedicated to electric vehicles with charging infrastructure provided for each space.

#### *WSUD*

- As a MUSIC assessment was carried out to demonstrate the WSUD best practice requirements can be achieved the following information should be included:
  - o Version of MUSIC used,
  - o Rainfall station closest to the project site selected; and
  - o Modelling parameters.
- A plan detailing all impervious and permeable areas entered as part of the WSUD assessment.
- A notation on the roof plan confirming the area (m<sup>2</sup>) to drain to the rainwater tank.
- In-ground rainwater tanks (RWT) are detailed on the basement plan therefore the proposed access to the RWT for maintenance should be detailed on the plans.
- If any biofilters/raingardens are proposed, design details should be provided including cross sections which show details of the depth and materials for each layer of the biofilters/raingardens.
- A brief statement outlining construction measures to prevent litter, sediments and pollution entering the stormwater system. The statement should include the types of measures required to be implemented on site (such as adoption of 'Keeping our stormwater clean' guide by Melbourne Water and typical measures suggested).
- A brief statement outlining operational and maintenance measures to check the effective operation of all systems.

### **Traffic and Parking**

#### *Car Parking Provision*

- Pursuant to the statutory car parking rates, the total number of spaces required for the development is 491, broken down as 466 for the dwellings and 25 for the ancillary uses (1 for the café, 12 for the offices, 12 for the place of assembly).
- The office use is described as being for artist studios and the community hub and shop are taken as place of assembly and food and drink respectively. This is described in the Transport and Traffic Management Report (TTMR) as a conservative approach.
- The development proposes 272 car parking on site. The proposal therefore has a significant parking shortfall of 219 spaces. The TTMR states that this is deliberate, to encourage the use of public transport, cycling, and walking.
- In order to analyse this, we need to separate the use into 3 components; the social housing, the private housing, and the ancillary uses.
- The ancillary uses are unlikely to draw a significant parking demand from outside the residents of the site.
- The social housing accounts for 211 x 1- and 2-bedroom dwellings, and 17 x 3-bedroom dwellings, for a total parking requirement of 245 spaces. There are 137 spaces proposed for social housing, so a shortfall of 108 spaces.
- The private housing accounts for 213 x 1- and 2-bedroom dwellings and 4 x 3-bedroom dwellings, for a total parking requirement of 221 spaces. There are 132 spaces proposed for the private housing, so a shortfall of 89 spaces.
- An additional 3 spaces are provided for car share, so these have not been allocated to any particular use.
- In support of this reduced parking, the key piece of information provided is the ABS rates of car ownership for Stonnington in rented 4+ storey developments. Applying the rates provided to the

apartment mix indicates a parking demand of 273 spaces for the development, which is very close to the overall parking provision.

- It is also understood that social housing typically generates parking at a rate lower than the Planning Scheme assumptions.
- Despite this, if there is parking in nearby streets which is available, history has shown that people in multi-unit developments will use it. The future occupants, in both private and social housing, would not be eligible for resident parking permits and therefore could not rely on the on-street supply to meet any shortfall in demand. It is recommended that this be clearly outlined to any future residents, particularly those who are not allocated a car parking space with their dwelling.

#### *Traffic Generation and Impact*

- The TTMR settles on a rate of 2.5 trips per dwelling per day and 0.25 trips per dwelling in the peak hour. This is a lower rate than would be typical for residential use but is reasonable for the lower parking provision outlined above. This results in the TTMR stating 105 trips are projected in the commuter peak hour, however we calculate 111 trips (445 dwellings, 0.25 trips per dwelling).
- Vehicle access to the site is via Bangs Street and the TTMR assumes that 80% of the traffic will use the Bangs Street/High Street intersection. Given this is the most direct connection to the arterial network, it is broadly reasonable as an assumption. The material provided in the TTMR does not include a comparison of pre- and post-development SIDRA modelling on the intersection of Bangs Street/High Street; it only includes a post-development scenario, showing that it remains within reasonable limits. This is primarily an issue for the Department of Transport.

#### *Bicycle Parking Provision*

- The TTMR indicates that there is a requirement for 230 resident and 48 visitor bicycle spaces. The plans include 257 bicycle spaces for residents, and 48 spaces for visitors. This exceeds the statutory requirement, including the higher requirement for dwellings without car spaces.

#### *Loading/Removals*

- Given the scale of the development, removal activity is likely to be common. The TTMR does not specifically state how this is to be accommodated. Given the size of the site, this should occur within the development and not in the public road network.

### **Sustainable Transport Planning**

- The Green Travel Plan (GTP) should compare this development to similar private and social housing developments to determine a baseline of actual car parking utilisation and therefore feasible parking reductions at least to this level. The provision of green travel initiatives can then be used to justify car parking reductions beyond that e.g. if 50% of parking is for bikes, a lower car parking provision can then be justified.
- The targeted travel mode split should be compared to ABS Journey to Work data and Victorian Integrated Survey of Travel and Activity data.
- A bike maintenance station or workshop, with power points to recharge e-bikes, adequate bike parking spaces aligning with Australian Standards, and a few larger spaces for cargo bikes should be encouraged.
- The proposal includes a Micromobility Hub that will supply electric bikes and scooters to residents. Provision of one power plug per 10 bike parking bays is preferable.
- One bike workstation per floor should be provided where bike parking is proposed.

- The GTP should outline the proportion of floor mounted versus wall mounted bike hoops. Bike stores on ground level are very good and those in the basements will be less utilised.
- Supporting individual bike ownership is preferable over bicycle and scooter share services.
- Cycling route maps/Travel Smart maps should be promoted within the development.
- Connectivity and paths proposed across the site look sufficient, provided that the main paths are wide enough to promote walking and cycling, and that the broader urban links have pedestrian priority e.g. raised pedestrian crossings.
- To promote public transport, a lobby map for nearby walking destinations, nearest PT and PT timetables should be provided to residents.
- Each car share can replace up to 10 private vehicles, therefore it is reasonable that car parking provision may be reduced by up to 30 vehicles depending who has access to the car share.
- Three GoGet car share spaces are provided however the location shown in the architectural plans is not ideal. Council's Car Share Procedures specify they should be the first level down in a multistorey car park rather than the second as is shown. This is because they are likely to be the most utilised vehicles in the car park and so should be easy to access and get out of the carpark. All three spaces are at the furthest end on the private level. It is preferred to have them on the social housing level or split between the two levels to ensure they are accessible to both social and private residents as well as the broader public if possible.
- Other best practice rules for locating car share:
  - The car share space must be accessible 24 hours a day, seven days a week by any member of the car share provider, and by employees or contractors of the car share operator in order to clean, detail or service the car.
  - Security arrangements should be simple to follow (and where customers can use the same mechanism that they use to get into the vehicle e.g. fob or RFID card which is tracked so is no problem to residents).
  - In a well-lit part of the site.
  - A short distance from an entry point, lift or staircase.
  - In a standard car space where manoeuvring in and out of the space is limited to no more than three movements.
  - On common property managed by the Owners' Corporation.
  - Minimum height clearance of 2.2m to allow a cleaning van to enter, manoeuvre and exit.
  - With mobile data and GPS reception.
  - Marked for exclusive use of the car share vehicle.
- Walkways within the building should be well lit and well signed particularly when pedestrians are interacting with cars.
- The body corporate is encouraged to hold a yearly survey on the effectiveness of the Green Travel Plan to ascertain its efficacy. The data should be shared with Council so we can assist with improvements to the plan. Relevant survey questions can be provided by Council.

### **Community and Wellbeing**

- The community and commercial spaces appear very small, particularly in a COVID environment that requires social distancing. There are concerns this will limit viability and meaningful community use given size limitations. It would be preferable if the spaces could be opened up to create more flexibility of use (ie. operable/retractable walls).
- To have meaningful deliverables, spaces need to be integrated or have a common purpose given the current size limitations, e.g. employment opportunities through social enterprise programs. As the spaces are separated by distance and buildings they lack the potential for integration and creating larger spaces.



- The site needs to provide the opportunity for connection to draw people through from the Prahran side of the site through to the Mount Street Masterplan area and then connecting through to Chapel Street. This appears to be a lost opportunity.
- The initiative is a good one and it is understood there have been discussions regarding social enterprises and it is hoped this is realised in the final product.

### **Waste Management**

- Council's *Waste Collection & Disposal Services Policy* states that every rateable tenement is liable to pay a garbage charge irrespective of the level of waste collection services provided to the tenement by Council. This Policy principal should be reinforced within any Waste Management Plan which is endorsed to form part of a Planning Permit.
- Issues with the prepared Waste Management Plan include:
  - Two different bin sizes are suggested for the one waste stream –1100 litre and 240 litre. Irrespective of bin colouring or decals placed thereon, this will prove confusing to apartment buildings with waste chutes. Only one bin size per waste stream is to be used. It is also unclear whether the 240 litre bins can be used at the waste chute as outlined.
  - It is indicated that the proposed 240 litre garbage bins shall be changed into food organics (FOGO) in the future. It is unclear what calculation has been used for this assumption, it is also unclear whether these 240 litre bins will be re used or replaced as FOGO bins.
  - The swept path diagram outlined (basement 1), shows a waste garbage truck using the opposing traffic lane to swing within the circulation aisle. If the truck is required to use opposing traffic lane it is recommended a spotter be used within the car parking area.
  - The truck loading areas shown in circulation aisles may result in blocking vehicle access, impacting lines of sight and conflict with contractor moving bins between bin store and truck. Is a recommended that alternative loading areas be provided.
  - The plans should demonstrate that there is sufficient height clearances for the proposed waste truck to traverse through ramps and car parking aisles, and that there is sufficient height clearance within the proposed truck loading area.

### **Asset Management**

- The site is impacted by the Special Building Overlay along both Bangs Street and Bendigo Street. Melbourne Water will therefore have requirements relating to the floor levels and the basement access ramp.
- Melbourne Water will need to establish where the stormwater discharge from the development should be directed, particularly bearing in mind the existing flooding in the area.
- It is recommended that the following conditions be included on any Planning Permit for this development:
  - Prior to a building permit being issued, a report for the legal point of discharge must be obtained from Council and a drainage design for the development must be prepared by a suitably qualified Engineer in accordance with all 'recommendations' and requirements contained in that report. All drainage must be by means of a gravity based system and not pumped, with the exception of runoff from any basement ramp and agricultural drains which may be pumped. The relevant building surveyor must check and approve the drainage design and ensure that protection of the building is provided from a 1 in 100 A.R.I. rainfall event as required by the Building Regulations.
  - Prior to an 'Occupancy Permit' being issued, a suitably qualified Engineer must carry out a detailed inspection of the completed storm water drainage system and associated works including all water storage tanks and detention (if applicable) to ensure that all works have been constructed in accordance with the approved design and the relevant planning permit

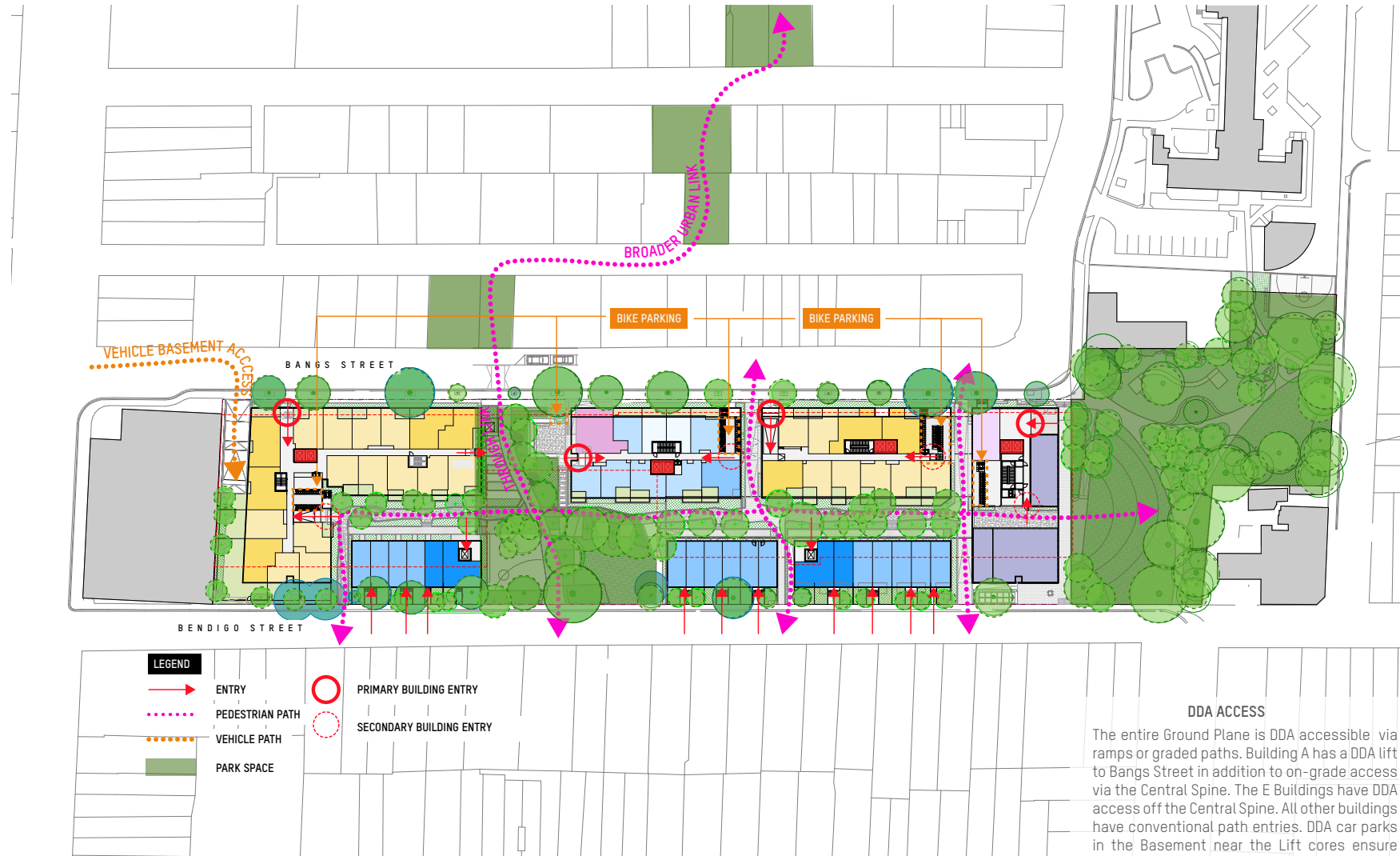
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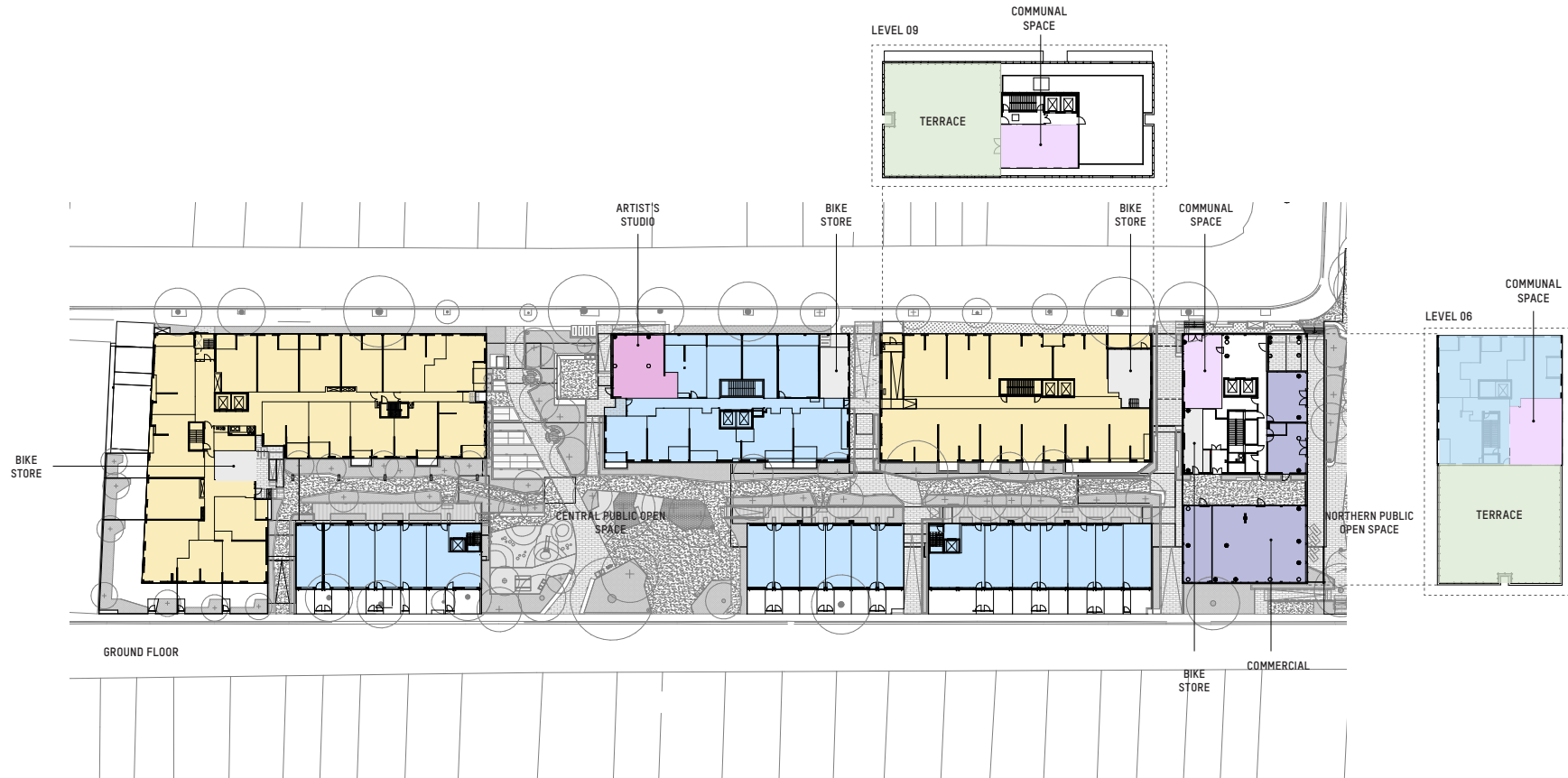
conditions. Certification of the completed drainage from the Engineer must be provided to Council prior to a 'Statement of Compliance' being issued for the subdivision.

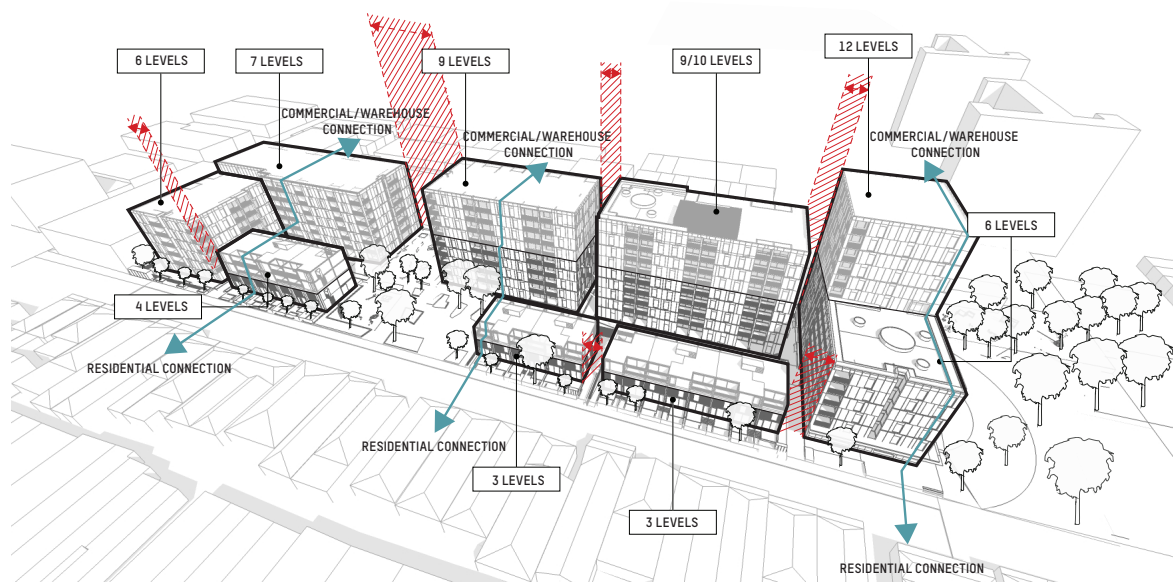
- The existing footpath levels must not be lowered or altered in any way at the property line to facilitate the basement ramp.
- The redundant vehicular crossings must be removed and the footpath and kerb reinstated at the permit holder's cost to the satisfaction of Council.

DESIGN RESPONSE

GROUND PLANE ACTIVATION







Site Constraints and Opportunities:

The existing site measures approximately 12,500m<sup>2</sup> and prior to demolition, had four 5-storey Social housing buildings with 120 dwellings, a playground and a basement carpark with 112 car spaces with vehicle access from both Bendigo and Bangs Streets. The area and position of the site offer an opportunity of an increased yield.

The surrounding context has a mixture of existing Social and Private housing, commercial and retail typologies, as well as a good transport network.

The site is framed by Bangs Street on the West and Bendigo Street on the East. Bangs Street has a mixture of building typologies and heights ranging from 1 to 5-storeys, whilst Bendigo Street is a primarily residential street with single storey cottages. To the North, the site has a Public Open Space and King Street Estate of 13 storeys. To the South, a Centrelink building of 2 storeys and High Street with buildings of 1 to 5-storeys in vicinity of the site. This offers an opportunity for a taller form to the Northern Park and Kings Street interface and for a medium scale form along Bangs Street, whilst a sensitive lower scale solution is required at Bendigo Street interface.

Both Bangs and Bendigo Street have a number of significant mature trees that are an asset for any future landscape plans. Important considerations for the Ground Plane are the Flood Overlay and the cross fall of the site. The site falls approximately 3m from South-East corner to North-West corner of the site. Both constraints still permit an accessible and interconnected Ground Floor Plane.

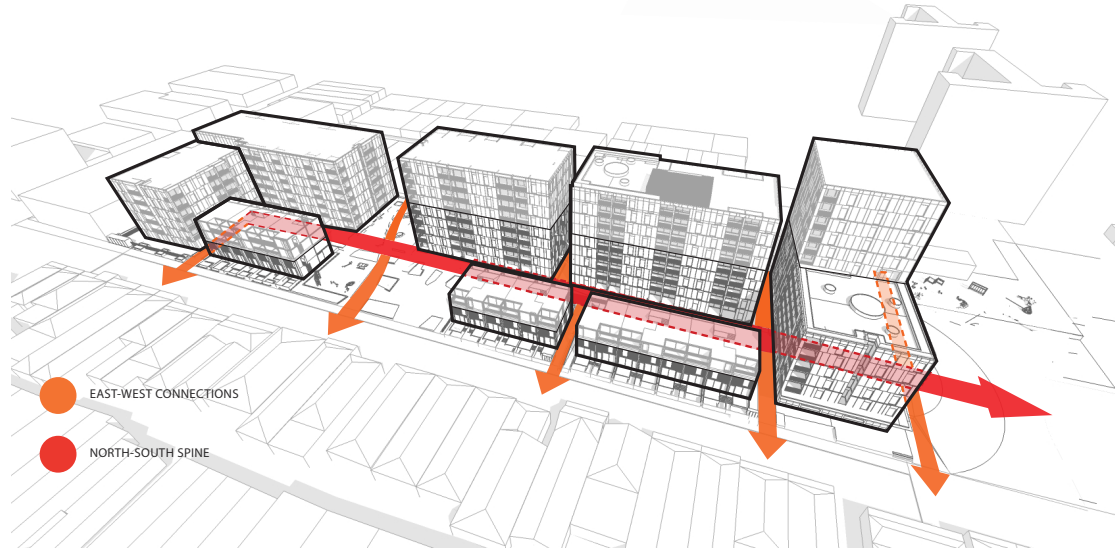
Stonnington Council has a neighbourhood framework plan which identifies a series of sites for future pocket park with one being immediately adjacent to the subject site on Bangs Street. This gives an opportunity to connect the site to the wider neighbourhood.

The orientation and shape of the site provide opportunity to make the most of North, West and East aspects whilst minimising the number of South facing built-form.



DESIGN RESPONSE

PLANNING & MASSING PRINCIPLES



GROUND LEASE MODEL, BANGS ST PRAHRAN  
Urban Context Report  
03.08.2021

CONNECTIONS

Public links are landscaped pedestrian laneways with lighting, seating & bike stores, all passively surveilled by juliet balconies. The entire Ground Plane is DDA accessible via ramps or graded paths. The various connections through the site are strategically located to offer an easy and safe path through the site to existing connections beyond.

GREENERY AND OPEN SPACES

The North-South spine which runs the length of the site allows all residents to access both the Northern Public Open Space and the Central Open Space. Robust, high quality soft and hard landscaping is combined with Water-sensitive urban design strategies.

Two rooftop terraces with communal rooms serve both social and private residents, while the extensive groundplane landscape is open and inviting to the public, seeking to create integrated, engaging open spaces for the broader neighbourhood.

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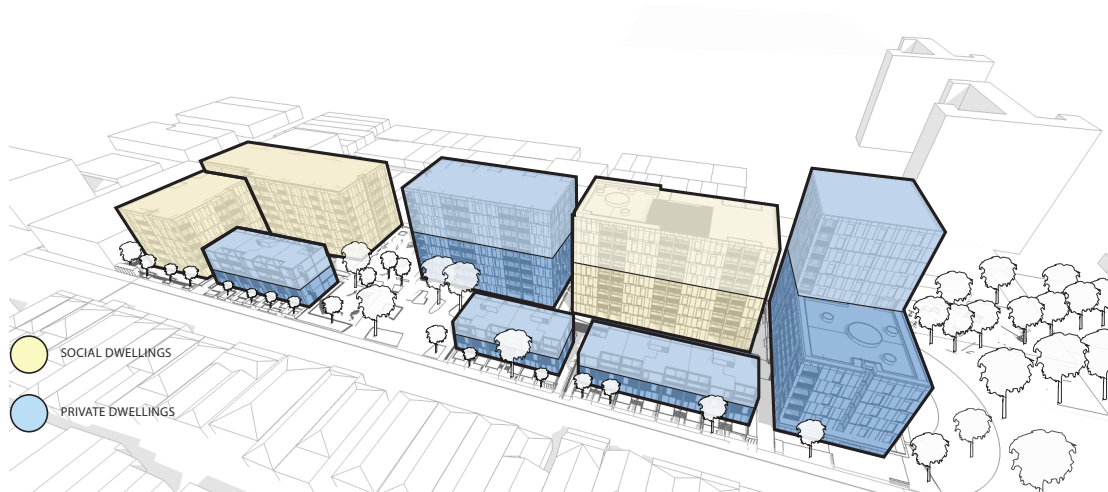
DESIGN RESPONSE

PLANNING & MASSING PRINCIPLES



FACADE ARTICULATION

The facade and massing strategy has been formed around the idea that the site contains a 'family' of unified but individual buildings. The facade strategy is consistent across all buildings, but allows for individuality in the form of coloured pre-cast, and context-specific materiality. The lower forms to Bendigo St take on a finer, more residential brick and grey-metal clad facade, responding to their residential neighbours. The buildings to Bangs St adopt a warehouse materiality with the brick podiums and pre-cast upper forms. The pre-cast alternates in colour, breaking down the seven buildings into individual variations within a coherent whole-site approach.



INTEGRATION

The proposal has an equitable distribution of Social and Private apartments across the site, shown in the diagram to the left. The Ground Plane is entirely DDA accessible and the Artists Studio, Commercial spaces, children's play areas and productive garden all promote the shared use of the entire site. Building entries are clearly defined and legible and the architectural language is consistent across all buildings so the Social and Private buildings are indistinguishable.

- SOCIAL DWELLINGS
- PRIVATE DWELLINGS



DESIGN RESPONSE

FACADE ARTICULATION

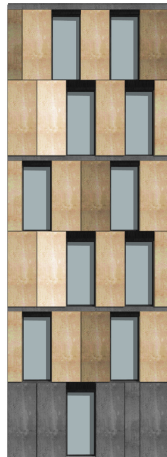


**SAMPLES OF SURROUNDING CONTEXT**  
MATERIALITY, COLOUR AND TEXTURE INFORMING THE PROPOSAL

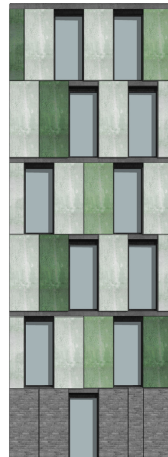
**RED/PINK TONES**  
BUILDINGS A (BENDIGO ST)  
BUILDING B (UPPER FORM)



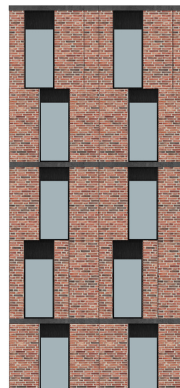
**OCHRE TONES**  
BUILDING D



**GREEN/GREY TONES**  
BUILDING A (BANGS ST)  
BUILDING C (UPPER FORM)



**RED BRICK**  
BUILDING B & C (PODIUM)



**RESPONDING TO CONTEXT & EXISTING STREETScape**

The surrounding context in which the proposed buildings sit has directly influenced the design through the referencing of materiality, colour and scale. The residential interface on Bendigo street to the East has a series of low-scale houses with a variety of colours and tones from reds in the brickwork to ochre timber and grey masonry, all amongst the green vegetation and front gardens. This patchwork of colours and materials informed the facade approach which draws on these colours in the pigmented concrete facade. The variation of tone and texture found in the streetscape is also referenced through the application of the pigmented concrete which is proposed to have variations in the intensity of colour, which is an inherent characteristic of pigmented concrete and will only improve with time.

Bendigo Street is largely composed of low-rise residential development. To respect this interface the proposal has a 3 & 4 storey massing along the street, which utilise a red-brick and black-metal materiality which is sympathetic in scale and utilises a familiar and finer-grain materiality found in the existing building fabric.

Bangs Street is currently composed of a more urban, gritty and industrial character, which is reflected in the use of precast concrete in the various colour tones, as well as brick to the podium levels, tying into the 'warehouse' character while also introducing a more tactile and finer grain materiality where it is perceived by the public and residents alike. Metal elements in the form of shade fins and balcony screens also add a level of detail and nuance that elevates and contrasts the robust concrete and brick facade.

**FACADE ARTICULATION**

The coloured concrete façades have a subtle 'shuffle' in the panel breakup and window placement, which serves to breakdown the scale and provide a sense of playfulness. Further to this, the slab levels are expressed on the facade every second levels, again to breakdown the perceived scale of the buildings.

The facade design is 'tenure blind' in the sense that there is no distinguishing features between the buildings, other than the colour variation which has no hierarchy. The colours used in the façades are complimented by the colour to the lobby entry loops, acting as an intuitive wayfinding device to each building.





DESIGN RESPONSE

FACADE ARTICULATION & WIND MITIGATION



TYPICAL ELEVATION (BENDIGO STREET)



TYPICAL ELEVATION (BANGS STREET)

WIND MITIGATION STRATEGIES

Three key wind mitigation strategies have been employed to ensure user comfort to areas identified through wind-tunnel testing.

The walkway in front of the commercial spaces adjacent to the northern park utilises full height and half-height perforated screens integrated into the landscape at both the East and West ends, while the communal rooftop terraces are protected by a glazed screen.



DESIGN RESPONSE

GROUND PLANE ENTRANCES

**BUILDING D UNDERCROFT WALKWAY**

A colourful, highly activated walkway through building D on Ground level allows residents and the public alike to easily and safely move through the site, connecting the central public open space with the northern public open space.

**COLOURFUL BATTEN PORTAL**

- Brightly coloured battens line the passageway through the building, creating a sense of movement and invitation to walk safely through the site

**SPACIOUS DIMENSIONS**

- The DDA accessible, 5m width of the walkway encourages multiple users to pass through easily

**ACTIVATED SPACE**

- Planting, Lighting and entrances to commercial spaces off the walkway create a sense of activation, making the space inviting and safe to use.

**CLEAR SIGHTLINES**

- Direct views through to the park to the north (and the central walkway to the south) allow users to intuitively understand where the walkway leads



LOOKING SOUTH FROM NORTHERN PUBLIC OPEN SPACE TO THE CENTRAL WALKWAY (THROUGH BUILDING D)



REFERENCE PROJECT - MONASH UNIVERSITY (JCB)  
COLOURED BATTEN UNDERPASS WITH LIGHTING

**BUILDING LOBBY ENTRIES**

Coloured metal entry portals signify building entrances to each residential lobby on the site. The portals provide an attractive and clear entry point to each building, while also protecting from weather and providing an opportunity for signage. The building entry colours relate to the colour used on the upper concrete facade for intuitive site-wide way finding. The lobby locations themselves are also activated by other functions such as bike stores, planted pedestrian laneways and lighting.

**COLOURFUL METAL PORTAL**

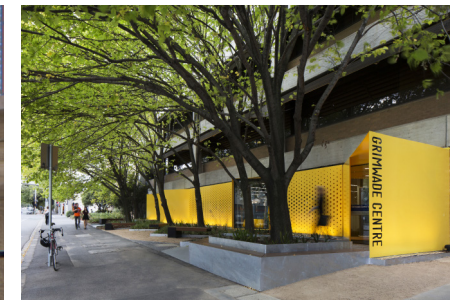
- Coloured portals offer intuitive, weather protected lobby entries

**ACTIVATED LOCATIONS**

- Building entries are activated by a number of other functions such as bike stores, planted pedestrian laneways and lighting.



A STREET LEVEL VIEW OF BUILDING C ENTRY, ADJACENT TO AN EAST-WEST PEDESTRIAN LANE-WAY.



REFERENCE PROJECT - GRIMWADE CENTRE (JCB)  
COLOURED METAL ENTRY PORTAL

DESIGN RESPONSE

MASSING STRATEGY RELATING TO DP



DEVELOPMENT PLAN - INDICATIVE FOOTPRINTS AND SETBACKS

DEVELOPMENT PLAN KEY DEPARTURES RATIONALE:

BUILDINGS B & C

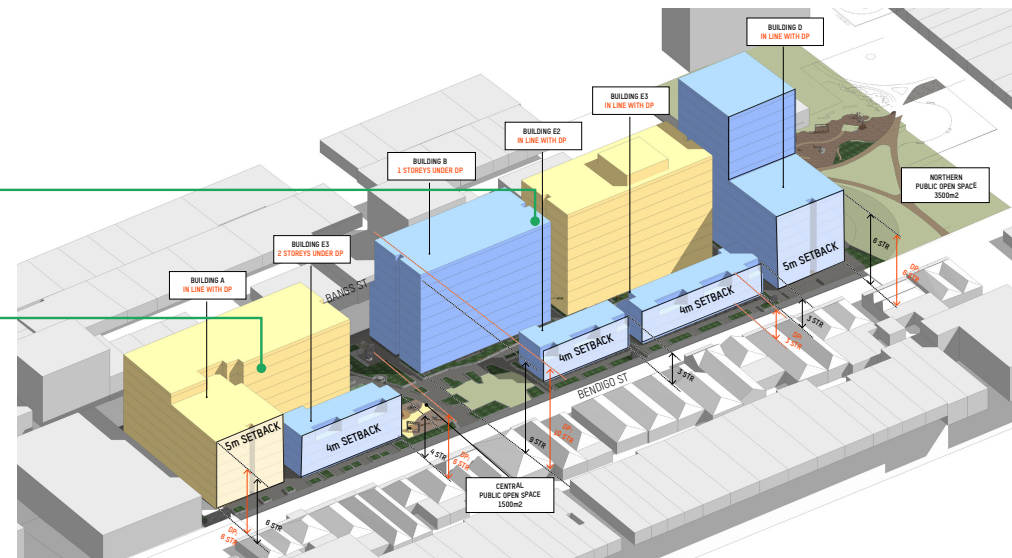
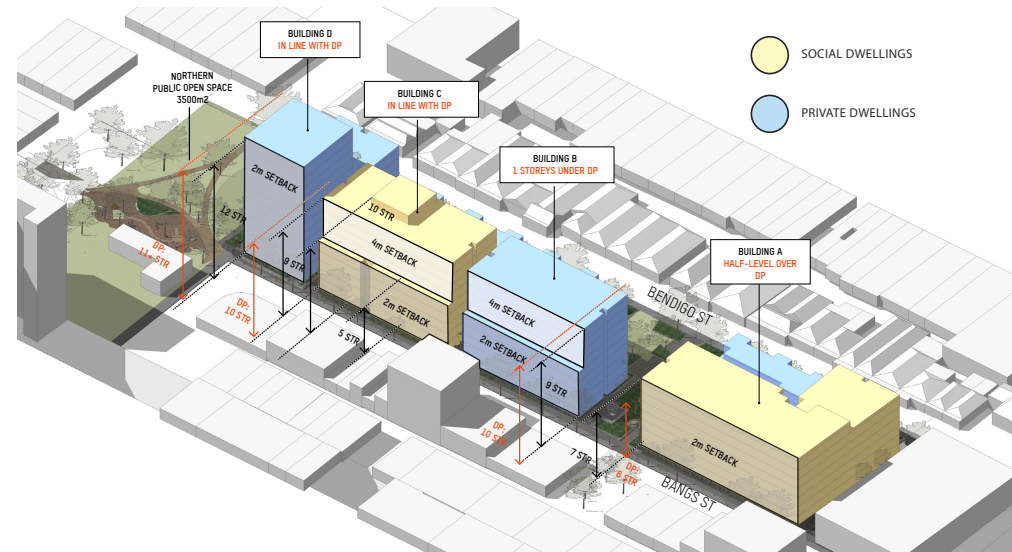
- Buildings B & C have been split in order to provide a 5m wide east-west pedestrian laneway to improve connections at Ground Level, improve apartment amenity (cross-flow, daylight access) and break up otherwise very long massing to Bangs St

BUILDING A

Building-A adopts an 'L' shaped footprint instead of the two east-west forms as shown above. This is in order to:

- minimise south facing apartments
- minimise overlooking
- maximise access to northern sun
- Provide lower massing to Bendigo St

An additional level to Bangs St side (only) has been adopted where the larger scale development exists, and no additional overshadowing results.



DESIGN RESPONSE

DESIGN FEATURES + MATERIALITY

- 01 Ochre Pigmented Concrete
- 02 Charcoal "L" fins for sun shading
- 03 Charcoal metal balustrade
- 04 Clear Glazing
- 05 Grey brick
- 06 Landscape Planters

FACADE

- Metal fins provide solar shading to windows
- Expressed Slab edges
- Staggered window and facade panel patterment

GROUND FLOOR

- Grey brick facade to lower portion anchors form to ground
- Greenery along perimeter of building
- Yellow metal portal over entrance

PARK & STREET INTERFACE

- Extensive planting to park interface, planting to pedestrian interfaces provides soft edge to development



DESIGN RESPONSE

DESIGN FEATURES + MATERIALITY

- 01 Green Pigmented Concrete
- 02 Red Brick
- 03 Juliette Balconies
- 04 Clear Glazing
- 05 Green metal portal to lobby

UPPER FACADE

- Metal fins provide solar shading to windows
- Expressed Slab edges
- Staggered window and facade panel patternation

LANEWAY FACADE

- Allows framed views to Bangs Street
- Passive surveillance
- Perforated metal screens for privacy



DESIGN RESPONSE

DESIGN FEATURES + MATERIALITY

- 01 Grey metal cladding
- 02 Red Brick
- 03 Extruded aluminium batten screen
- 04 Clear Glazing
- 05 Charcoal metal frame

UPPER FACADE

- Grey metal cladding
- Charcoal expressed metal frame
- Inset balconies with views to street and park for passive surveillance

FIRST FLOOR

- Metal loop to individual units to express residential scale
- Red brick and charcoal detailing

PARK & STREET INTERFACE

- Planting integrated with fencing to pedestrian interfaces provides soft edge to development



DESIGN RESPONSE

MATERIALITY

EXISTING & PROPOSED  
LANDSCAPE TO WALKWAYS  
AND PARKS

GREY BRICKS

RED BRICKS

CHARCOAL METAL  
BALUSTRADE & FENCING



PIGMENTED PRECAST  
CONCRETE  
(REDS, OCHRES, GREENS)

CLEAR GLAZING

METAL SHADING FIN  
(CHARCOAL)



VISUALISATION



VIEW FROM NORTHERN PUBLIC OPEN SPACE





VISUALISATION



STREET LEVEL VIEW SHOWING PRIMARY CENTRAL OPEN SPACE, AS VIEWED FROM BANGS STREET



VISUALISATION



A STREET LEVEL VIEW LOOKING THROUGH SITE TOWARDS BENDIGO STREET



VISUALISATION



STREET LEVEL VIEW SHOWING PRIMARY CENTRAL OPEN SPACE,  
AS VIEWED FROM BENDIGO STREET



VISUALISATION



VIEW FROM NORTHERN PUBLIC OPEN SPACE



A STREET LEVEL VIEW FROM BENDIGO STREET SHOWING PATH LOOKING WEST



VISUALISATION



A STREET LEVEL VIEW ALONG THE GREEN NORTH-SOUTH SPINE LOOKING NORTH



A STREET LEVEL VIEW OF EAST-WEST WALKING PATH LOOKING EAST



<b>TITLE PLAN</b>		<b>EDITION 1</b>	<b>TP969010E</b>	
<b>LOCATION OF LAND</b> PARISH: PRAHRAN TOWNSHIP: CROWN PORTION: CROWN ALLOTMENT:  MGA CO-ORDINATES: E 326 905      ZONE: 55 (of approximate centre of      N 5 809 070      GDA 94 land in plan) DEPTH LIMITATION: DOES NOT APPLY		<b>NOTATIONS</b>   THIS PLAN HAS BEEN PREPARED FOR LAND VICTORIA FOR TITLE DIAGRAM PURPOSES.		
		CHECKED BY: ..... DATE:      /      / Assistant Registrar of Titles		
<b>EASEMENT INFORMATION</b>				
<b>LEGEND:</b> A - APPURTENANT EASEMENT    E - ENCUMBERING EASEMENT    R - ENCUMBERING EASEMENT (ROAD)				
EASEMENT REFERENCE	PURPOSE	WIDTH (METRES)	ORIGIN	LAND BENEFITED /IN FAVOUR OF
E-1	AS PROVIDED FOR IN SEC 207(C) LGA 1989 FOR SEWERAGE PURPOSES AND WATER SUPPLY	SEE DIAG	SEC 207(C) LGA1989	YARRA VALLEY WATER CORPORATION
E-1	AS PROVIDED FOR IN SEC 207(C) LGA 1989 FOR POWERLINE PURPOSES	SEE DIAG	SEC 207(C) LGA1989	UNITED ENERGY DISTRIBUTION PTY. LTD
REF: 21744	VERSION: A	DATE: 27/10/20 21744-0-TP-A,DGN	SCALE 1:200 LENGTHS ARE IN METRES	ORIGINAL SHEET SIZE A3
			LICENSED SURVEYOR	
Reeds Consulting Pty Ltd Lvl 6, 440 Elizabeth Street Melbourne Victoria 3000 p (03) 8660 3000 www.reedsconsulting.com.au survey@reedsconsulting.com.au			GOVERNMENT GAZETTE No.: DEALING/FILE No.: DEALING CODE:	

CONFIDENTIAL BUSINESS  
6 MAY 2019

## 1. SOMERS AVENUE - FORMAL REVIEW OF ROAD - ROAD SEGMENT REMOVAL

**Asset Management Engineer: Tze-Sian Hor**  
**Manager Transport & Parking: Ian McLauchlan**  
**Acting General Manager Assets & Services: Rick Kwasek**

### PURPOSE

This report:

1. Advises Council of a property development at 15-17 Somers Avenue, Malvern (**Site**), where part of the road has been encroached upon by the development.
2. Seeks authority to consider removing the encroached part of the road from Council's register of public roads pursuant to section 17(4) of the *Road Management Act 2004* (Vic) (**RMA**); and
3. Seeks approval to commence the statutory procedures pursuant to the *Local Government Act 1989* (Vic) (**Act**) to consider the discontinuance and sale of the encroached part of the road (**Encroached Road**).
4. To seek council approval to sell the encroach area to the owners corporation at market rate as outlined in this report.

### BACKGROUND

The whole of Somers Avenue, Malvern is listed as a road on the City of Stonnington's Register of Public Roads and, is shown as a road on title. Attachment 1 shows a plan of Somers Avenue and the segments listed on Council's Register of Public Roads.

Assets and Services officers have become aware that the developer of the Site (**EBG**) has constructed landscaping and disabled access ramps on the Encroached Road. The area of encroachment has been highlighted in purple in Figure 1 below.

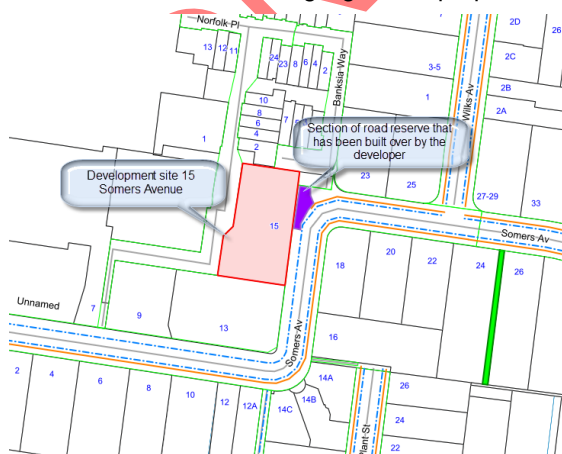


Figure 1. Location of site – 15 Somers Avenue, Malvern

CONFIDENTIAL BUSINESS  
6 MAY 2019

The Planning Permit for the Site stipulates that the details of surface finishes of pathways, driveways, landscaping and planting in open areas of the site must be submitted to and approved by the Responsible Authority. The private disabled ramp and landscaping have not been included in the approved plans as they are outside the title boundary.

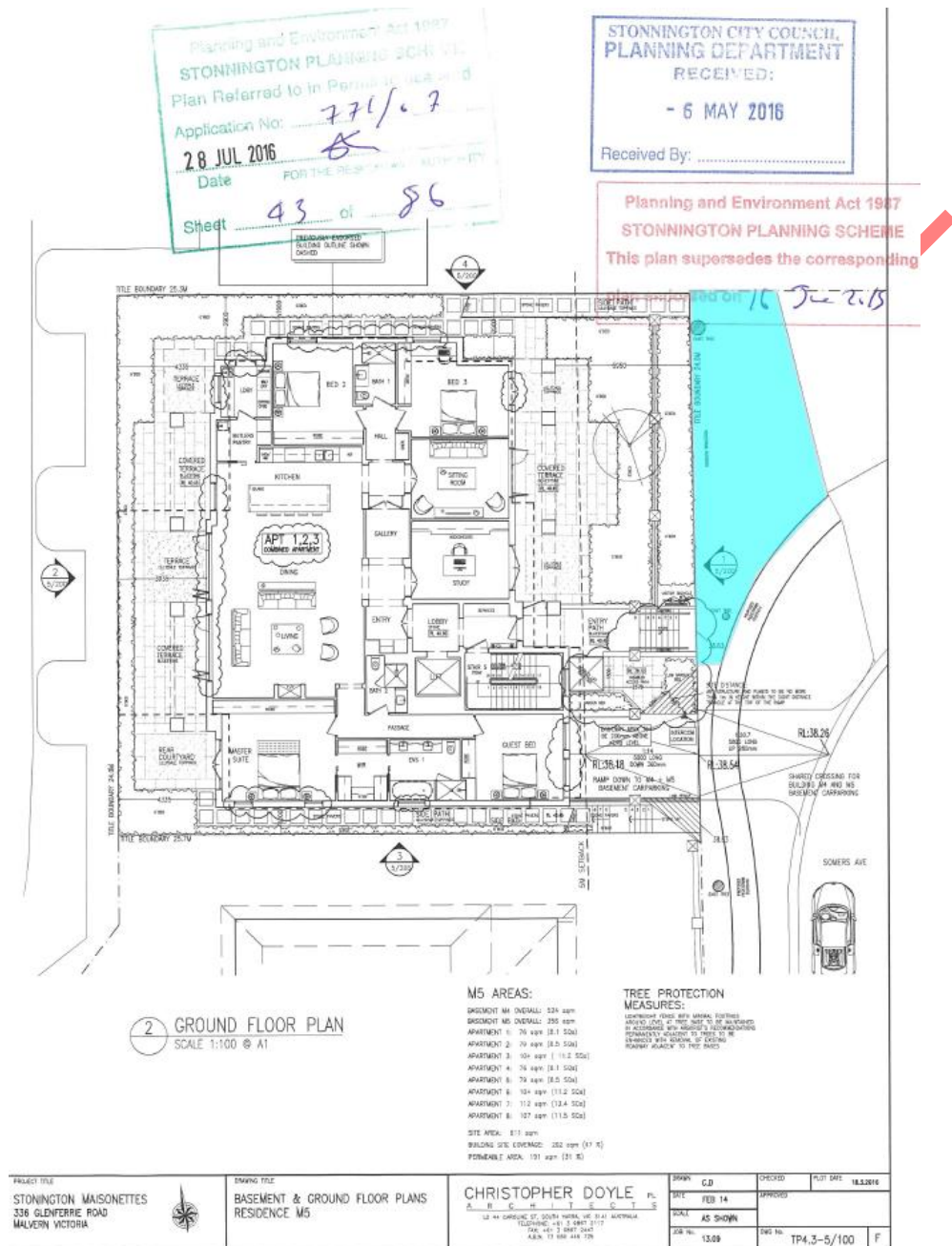


Figure 2. Plans extract from Planning Permit



CONFIDENTIAL BUSINESS  
6 MAY 2019

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Figure 2 is an extract from the Plans submitted for the development application which do not show the disability ramp or landscaping and the highlighted blue section shows the Encroached Road.

The encroachment error was discovered by the Asset Management Unit when Council's Arboriculture Unit queried the title boundary when inspecting the trees in Somers Avenue. It was discovered that during construction, the building surveyor wouldn't issue the occupancy permit based on the lack of disabled access at the property. This resulted in the builder, VCON, constructing the area at the last minute unknowingly on council property.

Council's Infrastructure Design and Project Management Unit were emailed plans to inspect the footpath which included the disability ramp. The inspection was however related to the footpath and not the disability ramp which was considered to be within the land owner's title. Council officers inspecting the footpath construction were not aware that the disability ramp and garden beds were not within the property's title boundary.

There are no issues or disputes with the Owners Corporation's driveway, which is named Banksia Way, as the correct relevant permits have been granted for this as it is a shared vehicle crossing.

Legal advice has indicated that the disability ramp, services and landscaping becomes the responsibility of Council, by nature of the infrastructure being on Council road reserve. It is not advisable for Council to be responsible for the maintenance and management of private infrastructure.

In a meeting with Council officers, members of the Owners Corporation and EBG contractors in July 2018, EBG advised that they accept full responsibility for the error that has occurred with regards to the property's disability ramp, services and front garden bed being erected on council land. They acknowledged their error with regards to the development's encroachment on the road.

EBG agreed to fund the costs associated with resolving the matter with Council on behalf of the Owners Corporation. It was acknowledged that the costs associated with resolving the matter will include but are not limited to;

- Surveying
- New Plan of Subdivision
- Valuation
- Purchasing of the Land
- Transfer costs

The utility of this obscure piece of land would not be easily maintained by Council due to the shape and location of the encroached road, and it is suggested that the sale of the land would be an appropriate outcome, as the Owners Corporation would be ultimately responsible for the maintenance of the land and associated assets.

Attachment 2 is a detailed survey plan of the site that has been commissioned by EBG to outline the property boundaries and the features that are on the Encroached Road.

A valuation of the land has been undertaken which estimates the current value at \$50,000. (See Attachment 3 – Current Land Valuation). Council cannot have a valuation any more than six months old at time of sale as this is a legislative requirement in the Act. A further valuation will be undertaken closer to the time of sale.

CONFIDENTIAL BUSINESS  
6 MAY 2019



**Figure 3. Disabled Ramps, steps and landscaping built on Council road Reserve**

Figure 3 is a photo of the disability ramp, steps and landscaping that the development has built over the Encroached Road. Everything from the back of the footpath to the steps in this image are private assets that have been installed on Council road reserve.

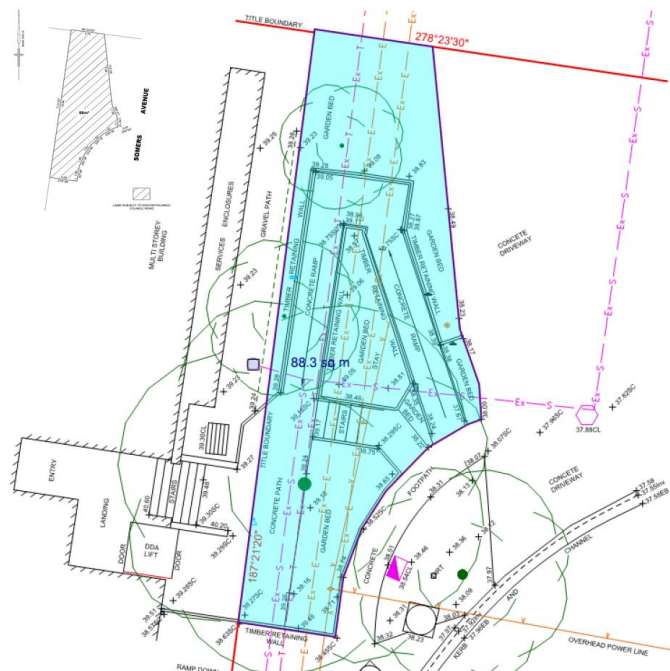
#### **DISCUSSION**

It is considered that the encroached road is no longer reasonably required for general public use pursuant to section 17(4) of the RMA, as the Encroached Road:

1. forms part of Somers Avenue, Malvern but is not part of the constructed road; and
2. is not required for public access.

An area of 88 square metres as shown in Figure 4 is the Encroached Road which is occupied by the development, highlighted in blue.

CONFIDENTIAL BUSINESS  
6 MAY 2019



**Figure 4. Land that has been encroached upon.**

The Owners Corporation 1 on Plan of Sub: 730833D1 (**Owners Corporation**) and EBG have requested the consideration by Council of the discontinuance of the Encroached Road. This discontinuance would enable Council to consider the sale of the Encroached Road to the Owners Corporation at market rate, subject to formal Council approval.

Any proposed transfer to the Owners Corporation is subject to the requirements of any service authorities who have existing assets within the subject area. The proposal is also subject to the required statutory processes. All terms and conditions are to be agreed to and documented prior to any decision or approval by Council and co-signed by the relevant authorities and until that point is reached, no legally binding arrangements will exist. If the encroached road is to be discontinued, a Public Notice of the discontinuance and sale will need to be given.

The Owners Corporation manager advised that before the Corporation is in a position to resolve the matter with Council, it will need to seek legal advice to ensure it is able to make informed decisions regarding the correct processes to take ownership of council land.

#### **POLICY IMPLICATIONS**

Reviewing this encroached road segment is in accordance with the Council's Road Management Plan 2017 and Public Road Register Policy.

#### **FINANCIAL AND RESOURCES IMPLICATIONS**

The effect of discontinuing and selling the encroached road means that Council will no longer be responsible for the future inspection and maintenance of the area as specified under the current Road Management Plan 2017.

If Council does not discontinue the encroached road, then Council will need to consider the removal of the disability ramp and landscaping at the cost of the Owners Corporation. This

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6 MAY 2019

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outcome provides little benefit to Council as the encroached road is an ancillary area to Somers Avenue, Malvern and serves little benefit to the road infrastructure and Council.

The Developer, EBG Pty Ltd. agreed to fund the costs associated with resolving the matter with Council on behalf of the Owners Corporation. It was acknowledged that the costs associated with resolving the matter will include but are not limited to;

- Surveying
- New Plan of Subdivision
- Valuation
- Purchasing of the Land
- Transfer costs

Currently the parcel of land is estimated to be valued at \$50,000 which will be revalued if required closer to the date of sale.

#### LEGAL ADVICE & IMPLICATIONS

The Road Management Act states that Council is obligated to list all public highways under its responsibility as the responsible road authority on its Register of Public Roads. These roads are to be maintained to standards defined in Council's Road Management Plan 2017. Council do not want the responsibility for managing or maintaining assets which do not serve the wider community.

#### CONCLUSION

For the reasons outlined in this report, it is reasonable for Council to consider:

1. that the encroached road is not reasonably required for general public use in this context and may be removed from Council's Register of Public Roads;
2. commencing the statutory process for the discontinuance and sale of the encroached part of the road to the Owners Corporation.

#### HUMAN RIGHTS CONSIDERATION

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

#### ATTACHMENTS

- |                                                       |          |
|-------------------------------------------------------|----------|
| 1. Attachment 1 - Plan Map of Somers Avenue           | Excluded |
| 2. Attachment 2 - Detailed Survey Plan - 15-17 Somers | Excluded |
| 3. Attachment 3 - Valuation - 15-17 Somers            | Excluded |

#### RECOMMENDATION

***That Council:***

1. ***acting under section 17(4) of the Road Management Act 2004: resolves that the Encroached Road being part of Somers Avenue, Malvern, which is shown marked yellow on the plan contained in Attachment 1 to this report, being part of the road on plan of subdivision LP13883, contained in certificate of title volume 5931 folio 127 (Road) be removed from Council's register of public roads***
2. ***acting under clause 3 of Schedule 10 of the Local Government Act 1989; resolves that the statutory procedures be commenced to discontinue the Encroached Road;***

CONFIDENTIAL BUSINESS  
6 MAY 2019

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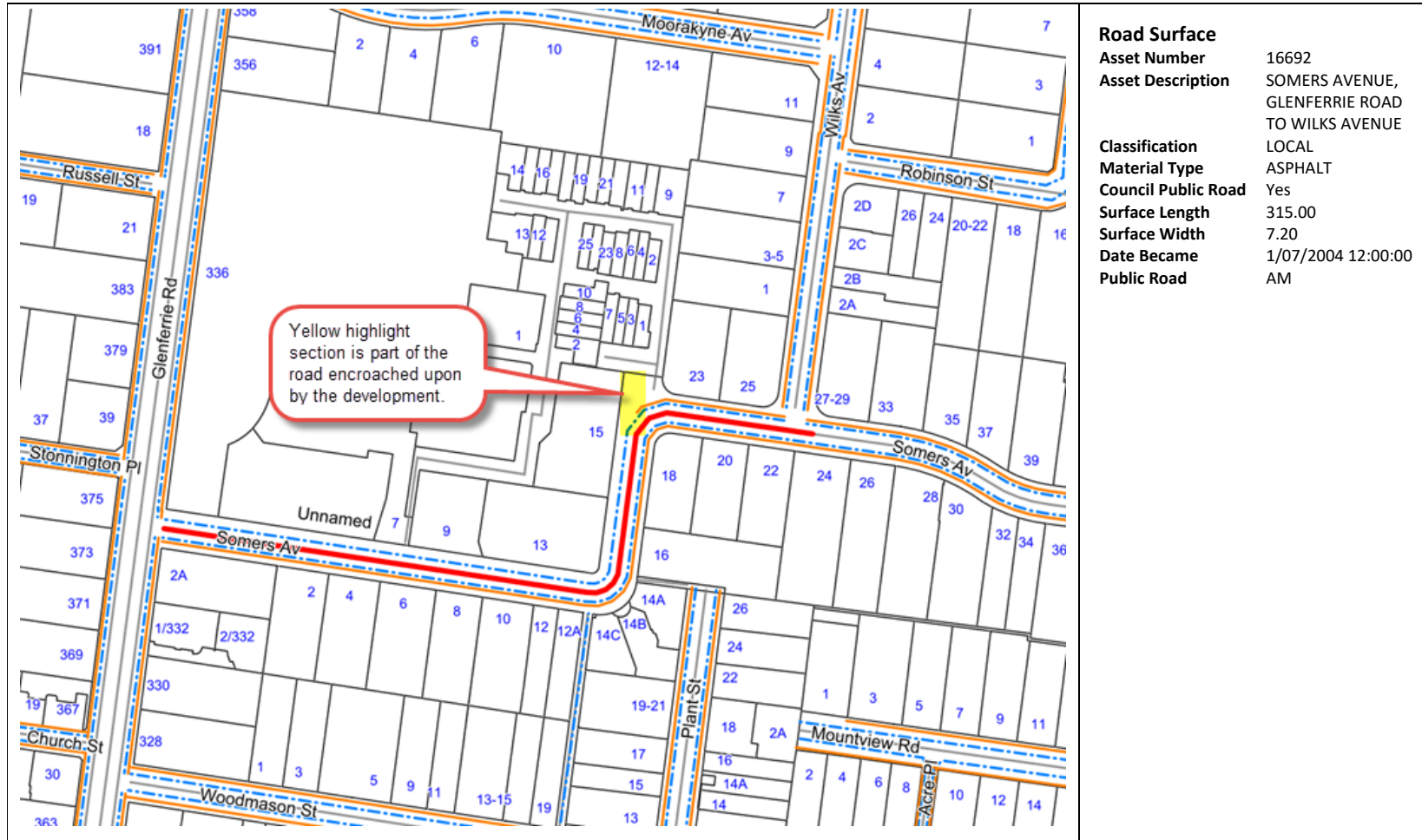
3. *directs that under sections 207A and 223 of the Act that public notice of the proposed discontinuance be given in the "Stonnington Leader" newspaper;*
4. *resolves that the public notice required to be given under sections 207A and 223 of the Act should state that if the Encroached Road is discontinued, Council proposes to sell the land;*
5. *note a further report will be brought to council to consider any submissions received pursuant to section 223 of the Act at a meeting to be held at a place, time and date to be advised; and*
6. *note that the developer of the land has agreed to resolve the issue with the Council and cover all costs on behalf of the owner's corporation.*

This document is confidential information under Section 77 of the Local Government Act 1989 (as amended). The matter is deemed to be confidential under Section 89(2) (d) contractual matters



Simon Thomas  
Interim Chief Executive Officer  
Monday, 1 March 2021

CONFIDENTIAL



<b>Road Surface</b>	
<b>Asset Number</b>	16692
<b>Asset Description</b>	SOMERS AVENUE, GLENFERRIE ROAD TO WILKS AVENUE
<b>Classification</b>	LOCAL
<b>Material Type</b>	ASPHALT
<b>Council Public Road</b>	Yes
<b>Surface Length</b>	315.00
<b>Surface Width</b>	7.20
<b>Date Became Public Road</b>	1/07/2004 12:00:00 AM

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.



**Attachment 1 - Plan Map of Somers Avenue**

Date printed: 8/02/2019  
Scale: 1:2000

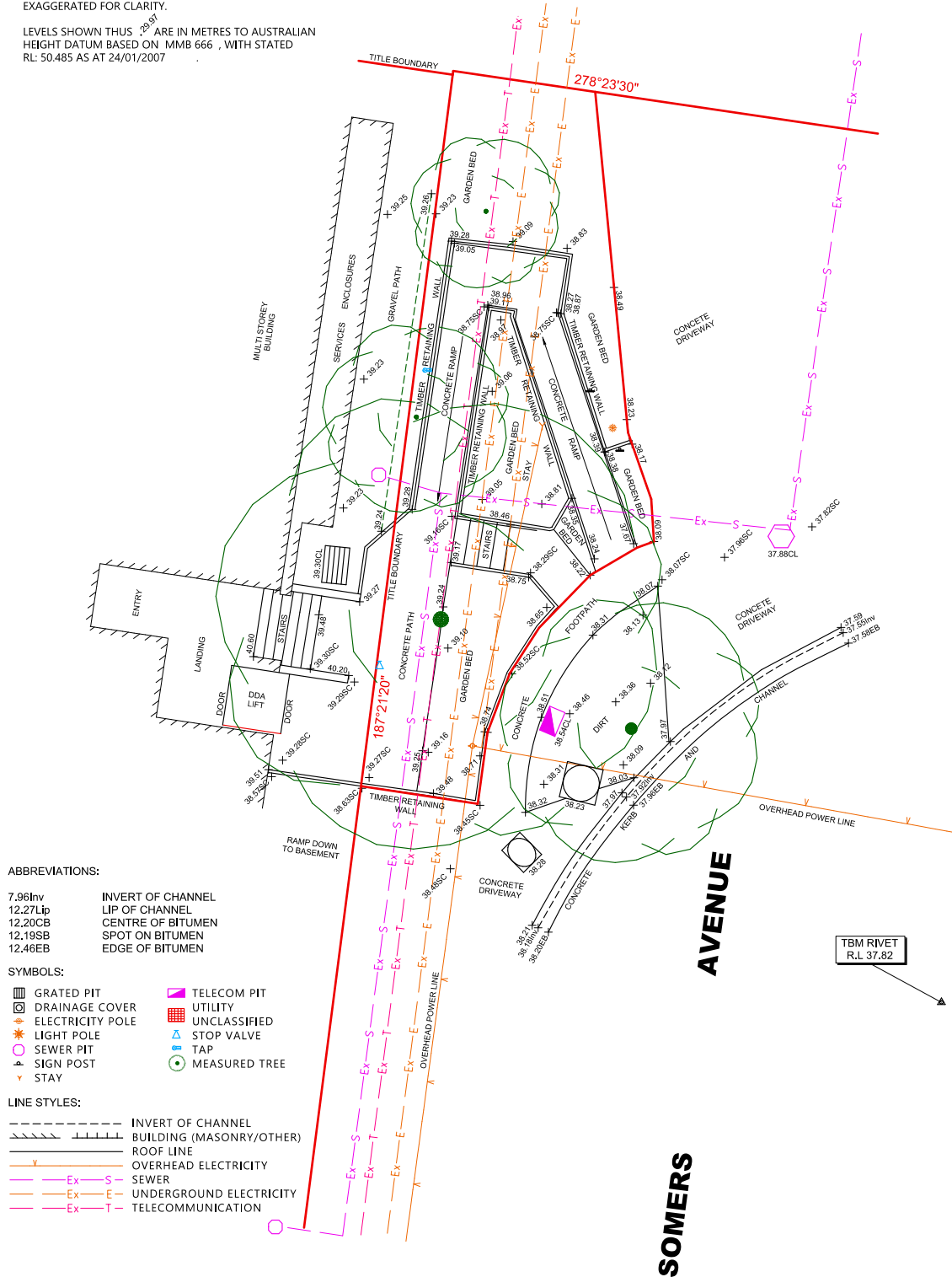
NOTATIONS:

CRITICAL DIMENSIONS SHOULD BE VERIFIED ON SITE AND NOT SCALED FROM THIS DRAWING OR TAKEN FROM THE DIGITAL DATA WHICH CREATES IT.

DATE OF SURVEY: 04/05/18

DO NOT SCALE DISTANCES TO FENCES OR BUILDINGS. THE POSITION OF THESE FEATURES MAY HAVE BEEN EXAGGERATED FOR CLARITY.

LEVELS SHOWN THUS  $\pm$  ARE IN METRES TO AUSTRALIAN HEIGHT DATUM BASED ON MMB 666 , WITH STATED RL: 50.485 AS AT 24/01/2007



ABBREVIATIONS:

- 7.96Inv INVERT OF CHANNEL
- 12.27Lip LIP OF CHANNEL
- 12.20CB CENTRE OF BITUMEN
- 12.19SB SPOT ON BITUMEN
- 12.46EB EDGE OF BITUMEN

SYMBOLS:

- [Grated Pit Symbol] GRATED PIT
- [Drainage Cover Symbol] DRAINAGE COVER
- [Electricity Pole Symbol] ELECTRICITY POLE
- [Light Pole Symbol] LIGHT POLE
- [Sewer Pit Symbol] SEWER PIT
- [Sign Post Symbol] SIGN POST
- [Stay Symbol] STAY
- [Telecom Pit Symbol] TELECOM PIT
- [Utility Symbol] UTILITY
- [Unclassified Symbol] UNCLASSIFIED
- [Stop Valve Symbol] STOP VALVE
- [Tap Symbol] TAP
- [Measured Tree Symbol] MEASURED TREE

LINE STYLES:

- [Dashed Line] INVERT OF CHANNEL
- [Solid Line] BUILDING (MASONRY/OTHER)
- [Solid Line] ROOF LINE
- [Solid Line] OVERHEAD ELECTRICITY
- [Ex-S Line] SEWER
- [Ex-E Line] UNDERGROUND ELECTRICITY
- [Ex-T Line] TELECOMMUNICATION

PLAN OF FEATURES AND LEVELS

17 SOMERS AVENUE, MALVERN, 3144



LEVEL 6  
440 ELIZABETH STREET  
MELBOURNE VIC 3000  
(03) 8660 3000  
SURVEY@REEDSCONSULTING.COM.AU  
WWW.REEDSCONSULTING.COM.AU





**To** Tze-Sian Hor  
**From** Dixon Thai  
**Subject** Valuation – Part Road Reserve – 17 Somers Avenue, Malvern  
**Date** 9 April 2019

I am writing in response to your request for a valuation on part of the road reserve adjoining 15 Somers Avenue, Malvern for the purposes of a potential road discontinuance.

An overview of the subject property is shown on the diagrams below.



### Title / Land Details

The property forms part of the road reserve and is located on the eastern boundary of 15 Somers Avenue. The land is irregularly shaped and shows a total site area of approximately 88 square metres.

### Planning / Statutory Controls

The subject property is located in a Neighbourhood Residential Zone 2 (NRZ2) which purpose is:

- To implement the Municipal Planning Strategy and the Planning Policy Framework.
- To recognise areas of predominantly single and double storey residential development.
- To manage and ensure that development respects the identified neighbourhood character, heritage, environmental or landscape characteristics.
- To allow educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate locations.

A copy of title has not been sighted to confirm registered easements, however the provided "Plan of Features and Levels" prepared by Reeds Consulting (Ref 21744 Version B – Dated 26/07/2018) does show extensive services traversing the site. Existing services include Sewer, Underground Electricity, Telecommunications and overhead power lines.





### General Discussion / Comments

The subject site currently facilitates access to 15 Somers Avenue and consists of concrete ramps and stairs rising up from street level to meet the entry stairs of the new apartment development. The remaining areas has landscaping and newly established raised garden beds throughout the site.

The photo below shows the extent of the improvements as well as the extent of the encroachment outlined in green.



### Opinion of Value

Due to the limited utility of the land, shape and the extensive easements affecting the subject site as well as having regard to all relevant factors, sales evidence and other matters referred to above, in my opinion the current market value as at 9 April 2019 would be in the vicinity of:

**Fifty Thousand Dollars (\$50,000)**

A handwritten signature in black ink, appearing to read 'Dixon Thai', written over a white background.

Dixon Thai AAPI  
Certified Practising Valuer





Ref: MAN:RGRA:7747624

Maddocks  
Lawyers  
Collins Square, Tower Two  
Level 25, 727 Collins Street  
MELBOURNE 3000

**Stonnington City Council  
Proposed discontinuance of road adjoining 15-17 Somers Avenue, Malvern**

DATE OF INSPECTION: 07 / 10 /2020

PHOTOGRAPHS OF THE ROAD: Attached at Annexure A

IS THE ROAD OPEN AND AVAILABLE FOR USE BY THE PUBLIC? Yes  No

WHAT OBSTRUCTIONS ARE OVER OR IN THE ROAD?

Fencing	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No	Vegetation*	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Rubbish	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Services*#	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Other*	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	(# Including fire hydrants/plugs.)				

\* Provide Details: Landscaped gardens, pedestrian entry to existing building. Water valves and mains, as well as electrical power pole, rodding eyes, over head wires and sewer mains.

THE MATERIAL WITH WHICH THE ROAD IS CONSTRUCTED:

<input checked="" type="checkbox"/> Nil	<input type="checkbox"/> Bitumen	<u>See above. It is not functioning as Road.</u>
<input type="checkbox"/> Bluestone	<input checked="" type="checkbox"/> Other	<u>See above. It is not functioning as Road.</u>

EVIDENCE OF THE ROAD BEING USED:

<input checked="" type="checkbox"/> Nil	<input type="checkbox"/> Gates opening onto the road
<input type="checkbox"/> Tyre marks	<input type="checkbox"/> Garages opening onto the road
<input type="checkbox"/> Worn grass	<input checked="" type="checkbox"/> Other <u>See above. It is not functioning as Road.</u>

TYPE OF TRAFFIC:

Pedestrian     Vehicular     Animal     Nil

WHAT IS THE ROAD PROVIDING ACCESS TO?

<input checked="" type="checkbox"/> Adjoining properties @ <u>exclusive access to 15-17.</u>	<input type="checkbox"/> Reserve/Park
<input type="checkbox"/> Main Road	<input type="checkbox"/> Shops



Maddocks

Other \_\_\_\_\_

@ Specify which properties \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DETAILS OF OTHER SUITABLE MEANS OF ACCESS NEARBY.

Unobstructed access to public pedestrian foot path and bitumen  
Road (Sommers Ave) remain.

DETAILS OF FENCES, BUILDINGS AND/OR LANDSCAPING PLACED ON OR OVER  
ANY PORTION OF THE ROAD BY ABUTTING PROPERTY OWNERS, AND THE EXTENT OF  
SUCH ENCROACHMENT.

Please refer to Annexure B - existing conditions survey  
prepared by our office.

IS THE ROAD REQUIRED FOR PUBLIC ACCESS? Yes  No

OTHER OBSERVATIONS:  
The area is now exclusively used and maintained for access  
to 15-17 Sommers Ave.  
\_\_\_\_\_  
\_\_\_\_\_

Signed: Mantelanti Date: 07/10/20

Title/Position: Licensed Surveyor Company: Reeds Consulting P/L

ATTACH ADDITIONAL PAGES IF THERE IS NOT ENOUGH SPACE ON THIS FORM



Maddocks

**ANNEXURE A – Photographs**



## ANNEXURE B - SITE CONDITIONS

**NOTATIONS:**

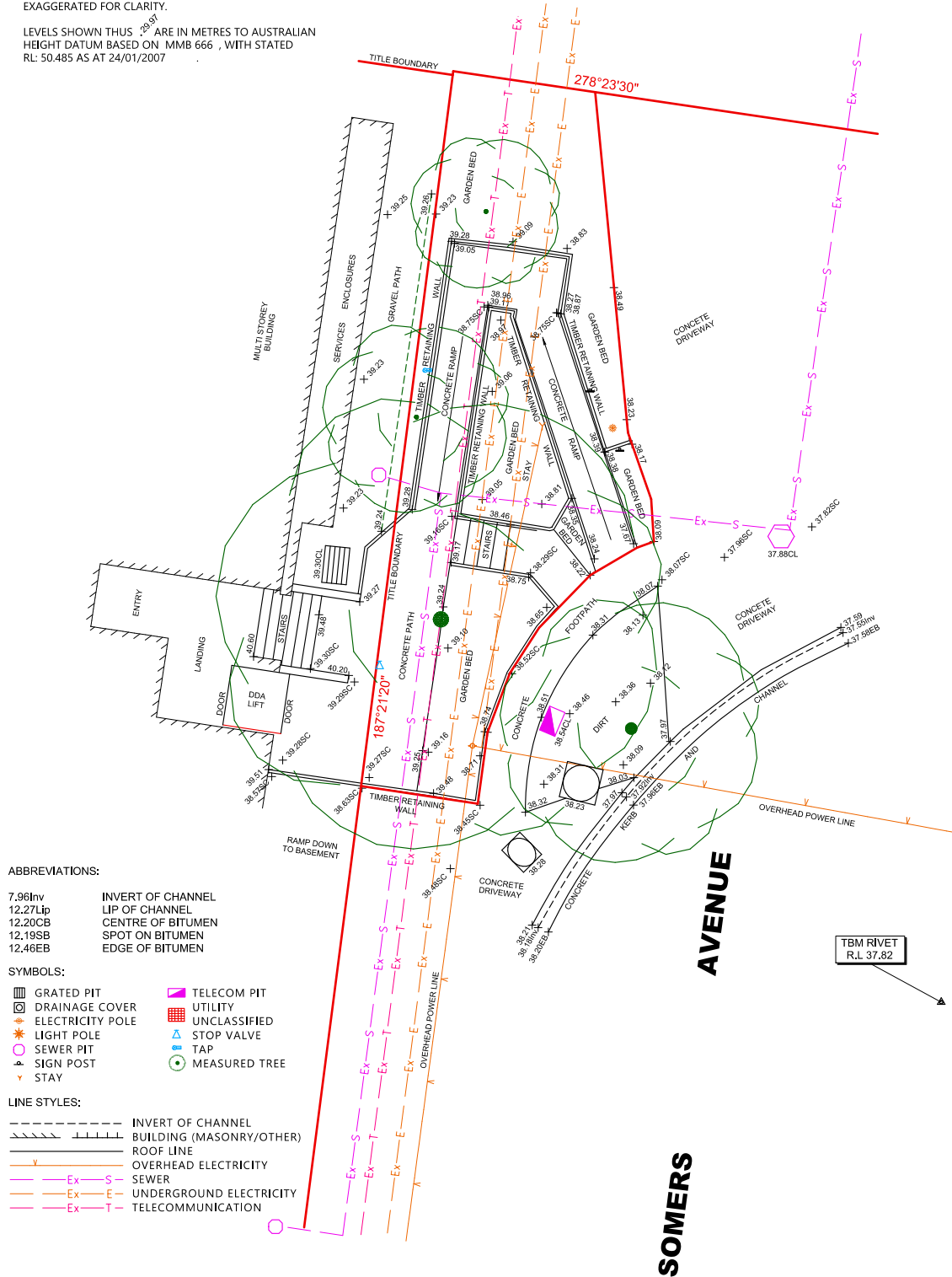
CRITICAL DIMENSIONS SHOULD BE VERIFIED ON SITE AND NOT SCALED FROM THIS DRAWING OR TAKEN FROM THE DIGITAL DATA WHICH CREATES IT.

VERIFIED SAME 07/10/2020

DATE OF SURVEY: 04/05/18

DO NOT SCALE DISTANCES TO FENCES OR BUILDINGS. THE POSITION OF THESE FEATURES MAY HAVE BEEN EXAGGERATED FOR CLARITY.

LEVELS SHOWN THUS  $\pm$  ARE IN METRES TO AUSTRALIAN HEIGHT DATUM BASED ON MMB 666 , WITH STATED RL: 50.485 AS AT 24/01/2007



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**SYMBOLS:**

- GRATED PIT
- DRAINAGE COVER
- ELECTRICITY POLE
- LIGHT POLE
- SEWER PIT
- SIGN POST
- STAY
- TELECOM PIT
- UTILITY
- UNCLASSIFIED
- STOP VALVE
- TAP
- MEASURED TREE

**LINE STYLES:**

- INVERT OF CHANNEL
- BUILDING (MASONRY/OTHER)
- ROOF LINE
- OVERHEAD ELECTRICITY
- Sewer
- UNDERGROUND ELECTRICITY
- TELECOMMUNICATION


### PLAN OF FEATURES AND LEVELS

17 SOMERS AVENUE, MALVERN, 3144



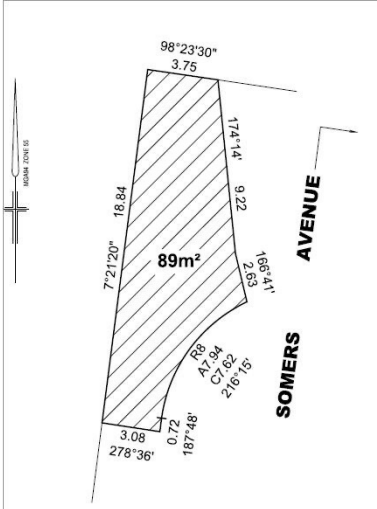
LEVEL 6  
440 ELIZABETH STREET  
MELBOURNE VIC 3000  
(03) 8660 3000  
SURVEY@REEDSCONSULTING.COM.AU  
WWW.REEDSCONSULTING.COM.AU





City of  
**STONNINGTON**  
**STONNINGTON CITY COUNCIL**  
**NOTICE OF INTENTION TO DISCONTINUE ROAD AND SELL LAND**  
**PUBLIC NOTICE INVITING SUBMISSIONS UNDER SECTION 223**

Stonnington City Council (Council), acting under clause 3 of Schedule 10 to the *Local Government Act 1989 (Act)*, proposes to discontinue part of the road abutting 15-17 Somers Avenue, Malvern, being part of land contained in certificate of title volume 5931 folio 127 and shown as hatched on the plan below (Road), and sell the land comprising the Road to the adjoining owner for market value.



In accordance with section 223 of the Act, any person wishing to make a submission on the proposal must do so in writing by 18th January 2021. Please note that any submissions received may be made available on the public record. Submissions should be sent to:

Mr Tze-Sian Hor  
Stonnington City Council  
P O Box 58  
MALVERN VIC 3144

Written submissions will be considered in accordance with section 223 of the Act.

Any person requesting to be heard in support of his or her submission is entitled to be heard before Council (or a Committee established by Council for this purpose) or be represented by a person acting on his or her behalf and will be notified of the time and date of the hearing.

Following consideration of submissions, Council may resolve:

1. not to discontinue the Road; or
2. to discontinue the Road and sell the land comprising the Road to the adjoining owner.

Further information regarding the proposal may be obtained from Council's Property Coordinator, Tze-Sian Hor on (03) 8290 1333.

**Jacqui Weatherill**  
Chief Executive Officer  
Stonnington City Council

MV1106

- PROOF ONLY -

<b>JOB NO:</b>	MV1106	<b>VERSION</b>	VR01	<b>SECTION</b>	PN	<b>MODULE</b>	-	<b>DIMENSIONS (H x W)</b>	24(cm) x 2columns (63mm)	<b>COLOUR</b>	MONO	<b>APPEARS</b>	21/12
<b>PUBLICATION</b>	Herald Sun												
<b>CLIENT CHANGES</b>													
<b>INTERNAL CHANGES</b>													
												<b>PROOF APPROVAL (PLEASE SIGN &amp; DATE)</b>	
												/	/
												<b>MEDIACOM</b>	
<p><b>SIGNED APPROVAL MUST BE GIVEN BEFORE BOOKING AND MATERIAL DEADLINES.</b> Please ensure you check and read your proof carefully. Also note that our proof checking procedures do not correct any grammar, spelling or date inaccuracies. Best practice to request updates to artwork is please provide changes as: 1) PDF: mark-up of where changes are 2) Word Document with tracked changes 3) Scan of changes clearly indicated on this proof.</p>													



**Telstra Plan Services**

Level 7, 275 George Street  
Brisbane, QLD 4000

Postal Address:  
Locked Bag 3820  
Brisbane, QLD 4000

Email: [F0501488@team.telstra.com](mailto:F0501488@team.telstra.com)

Date : **23/05/2020**

Your Ref: MAN:RGRA:7747624

Our Ref: **MF308806-1**

Rachel Grant  
[rachel.grant@maddocks.com.au](mailto:rachel.grant@maddocks.com.au)

Dear Rachel,

**Re: Stonnington City Council to Owners Corporation 1 on Plan of Subdivision PS730833D Proposed discontinuance and sale of right of way adjoining 15-17 Somers Avenue, Malvern**

Thank you for your original communication dated **18/05/2019** in relation to the location specified above.

Telstra's plant records indicate that there are **Telstra assets in the vicinity**. Subject to your compliance with the below conditions, **Telstra have NO OBJECTIONS** to the discontinuance and sale of right of way.

We note that our plant records merely indicate the approximate location of the Telstra assets and should not be relied upon as depicting a true and accurate reflection of the exact location of the assets. **Accordingly, if you haven't already done so please contact Dial Before You Dig for a detailed site plan and a list of Telstra Accredited Plant Locators (APL) to establish the exact location of Telstra assets (phone 1100 or visit [www.1100.com.au](http://www.1100.com.au)).**

**The network located by a Telstra Accredited Plant Locators may ensure the network is located within the proposed closure.**

**In the event Telstra's assets require relocation**, please engage **Telstra's Asset Relocation** team to obtain a quote to relocate the assets from the location in question. The relocation of the assets would be carried out at your cost, however the relocation would ensure that the land/s and its projected use would not be hindered or restricted by easements. The existing network on this road cannot be built over.

Please phone 1800 810 443 (opt 1) or email [F1102490@team.telstra.com](mailto:F1102490@team.telstra.com) to arrange for asset relocation at the property.

As these assets comprise an essential component of the Telstra network, we take this opportunity to highlight Telstra's rights and requirements to ensure that they are understood. The following is stated for your information:

- (1) Telstra's existing facilities are grandfathered under the 1997 Telecommunications Act. This enables such facilities to legally occupy land in perpetuity for the duration of that facilities use.
- (2) Part 1 of Schedule 3 of the Telecommunications Act 1997 authorises a carrier to enter land and exercise any of the following powers:

- inspect the land
- install a facility
- maintain a facility

**In the case of installation and planned maintenance a notification will be afforded and such work will generally proceed during business hours. However, from time to time, certain activities need to be carried out without delay in order to protect the integrity of the network. Such activities may require vehicular access without notice and at any time of the day or night. 24/7 access for maintenance must be maintained.**

(3) If at any time in the future it becomes necessary, in the opinion of the carrier because of a subdivision of any land to remove, or alter the position of a facility, the carrier may enter the land and do anything necessary or desirable for that purpose. The person who proposes to subdivide the land is liable to pay the carrier the reasonable cost of anything reasonably done by the carrier in this regard.

(4) If at any time in the future it becomes necessary, in the opinion of the carrier or the land owner to remove, or alter the position of any Telstra assets, the carrier may enter the land and do anything necessary or desirable for that purpose. If the land owner is contemplating carrier relocation of these assets, then the land owner is liable to pay the carrier the reasonable cost of anything done in this regard.

(5) All individuals have a legal "Duty of Care" that must be observed when working in the vicinity of Telstra's communication plant. It is the constructors/land owner's responsibility to anticipate and request the nominal location of Telstra plant in advance of any construction activities in the vicinity of Telstra's assets. **All enquires for plant locations should be made through Dial Before You Dig's freecall "1100" enquiry number. On receipt of plans, notwithstanding the recorded location of Telstra's plant, the constructor/land owner is responsible for potholing and physical exposure to confirm the actual plant location before site civil work begins.** Telstra reserves all rights to recover compensation for loss or damage caused by interference to its cable network or other property.

Telstra would also appreciate due confirmation when this proposed acquisition proceeds so as to update its **Cadastre** records. Information regarding acquisition of the land would be of benefit to us and should be directed to the following location:

**VICTORIA**

Telstra - Cadastre Updates  
PO Box 61  
Ballarat VIC 3353  
Attention: - Team Leader  
[F1501634@team.telstra.com](mailto:F1501634@team.telstra.com)  
[F1103432@team.telstra.com](mailto:F1103432@team.telstra.com)

Please pass all information contained in this communication to all parties involved in this proposed process. Any difficulties in meeting the above conditions, or questions relating to them, please do not hesitate to contact Telstra Plan Services; email [F0501488@team.telstra.com](mailto:F0501488@team.telstra.com)

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Anthony Lebessis', written in a cursive style.

**Anthony Lebessis**

**For**

Manager – Brian O’Shea  
Telstra Plan Services

[F0501488@team.telstra.com](mailto:F0501488@team.telstra.com)

**Rachel Grant**

---

**From:** easyaccess@yvw.com.au  
**Sent:** Wednesday, 27 January 2021 3:17 PM  
**To:** Rachel Grant  
**Cc:** Marine Nincevic; thor@stonnington.vic.gov.au  
**Subject:** Re: Proposed DROW adjoining 15-17 SOMERS AVENUE MALVERN 3144 [MADDOCKS-M.FID3385293]

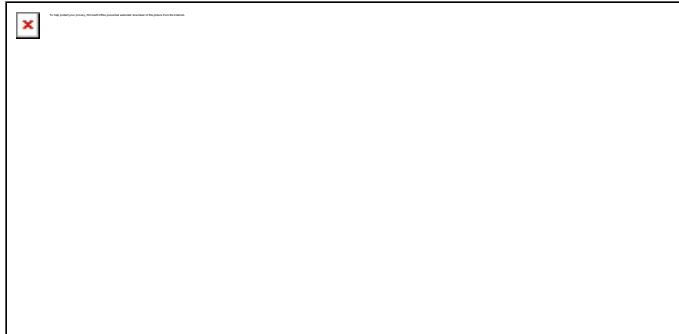
Hi Rachel

I can confirm that the title plan you have attached and easement applied is acceptable to Yarra Valley Water.

Kind regards

Cait

**Land Development Team**  
Development Services  
Lucknow St, Mitcham, Victoria 3132  
T: +1300 651 511  
E: [easyACCESS@yvw.com.au](mailto:easyACCESS@yvw.com.au)



On 27/01/2021 1:12 PM, Rachel Grant wrote:

**CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.**

Dear Sir/Madam

We refer to your attached letter dated 18 May 2020.

Please see attached the title plan of the road proposed to be discontinued and sold, which saves Yarra Valley Water's existing rights under section 207C of the *Local Government Act 1989*. Please confirm that the title plan is acceptable to Yarra Valley Water as soon as possible.

Kind regards

Rachel

**Rachel Grant** | Lawyer  
Property  
**Direct** +61 3 9258 3368  
[rachel.grant@maddocks.com.au](mailto:rachel.grant@maddocks.com.au)



**Maddocks**

Collins Square | Tower Two, Level 25,  
727 Collins Street, Melbourne VIC 3008  
[maddocks.com.au](http://maddocks.com.au)

---

**From:** easyaccess@yvw.com.au <easyaccess@yvw.com.au>  
**Sent:** Monday, 18 May 2020 5:12 PM  
**To:** Rachel Grant <Rachel.Grant@maddocks.com.au>  
**Subject:** 15-17 SOMERS AVENUE MALVERN 3144

Good afternoon,

Re: 15-17 SOMERS AVENUE MALVERN 3144,

Please find the attached response.

Kind regards

Anthony

**Land Development Team**  
Development Services  
Lucknow St, Mitcham, Victoria 3132  
T: +1300 651 511  
E: [easyACCESS@yvw.com.au](mailto:easyACCESS@yvw.com.au)

**Rachel Grant**

---

**From:** Rachel Grant <Rachel.Grant@maddocks.com.au>  
**Sent:** Thursday, 11 February 2021 1:39 PM  
**To:** Huf, Leah  
**Cc:** Tze-Sian Hor; Marine Nincevic  
**Subject:** RE: Proposed DROW adjoining 15-17 Somers Ave, Malvern - United Energy Access [MADDOCKS-M.FID3385293]

Hi Leah

Further to our earlier telephone conversation, we understand that the proposed title plan is acceptable to United Energy and that you have no further objection to the proposed road discontinuance and sale.

Please let us know if you have any queries.

Kind regards

Rachel

**Rachel Grant** | Lawyer  
Property  
**Direct** +61 3 9258 3368  
[rachel.grant@maddocks.com.au](mailto:rachel.grant@maddocks.com.au)

**Maddocks**

Collins Square | Tower Two, Level 25,  
727 Collins Street, Melbourne VIC 3008  
[maddocks.com.au](http://maddocks.com.au)

---

**From:** Huf, Leah <Leah.Huf@ue.com.au>  
**Sent:** Tuesday, 9 February 2021 2:34 PM  
**To:** Rachel Grant <Rachel.Grant@maddocks.com.au>  
**Cc:** Tze-Sian Hor <thor@stonnington.vic.gov.au>; Marine Nincevic <Marine.Nincevic@maddocks.com.au>  
**Subject:** RE: Proposed DROW adjoining 15-17 Somers Ave, Malvern - United Energy Access [MADDOCKS-M.FID3385293]

Hi Rachel,

The initial advice still stands that we have HV and LV underground assets and we have easements there for our cables.

Thanks

**Leah Huf**  
Real Estate Coordinator  
Finance  
CitiPower, Powercor and United Energy

Phone: (03) 8846 9867  
email: [leah.huf@ue.com.au](mailto:leah.huf@ue.com.au)



---

**From:** Rachel Grant [<mailto:Rachel.Grant@maddocks.com.au>]  
**Sent:** Wednesday, 3 February 2021 12:51 PM  
**To:** Huf, Leah <[Leah.Huf@ue.com.au](mailto:Leah.Huf@ue.com.au)>  
**Cc:** Tze-Sian Hor <[thor@stonnington.vic.gov.au](mailto:thor@stonnington.vic.gov.au)>; Marine Nincevic <[Marine.Nincevic@maddocks.com.au](mailto:Marine.Nincevic@maddocks.com.au)>  
**Subject:** RE: Proposed DROW adjoining 15-17 Somers Ave, Malvern - United Energy Access [MADDOCKS-M.FID3385293]

Dear Leah

We refer to our email below dated 27 January 2021.

Please let us know if the attached title plan is acceptable to United Energy as soon as possible.

Kind regards

Rachel

**Rachel Grant** | Lawyer  
Property  
**Direct** +61 3 9258 3368  
[rachel.grant@maddocks.com.au](mailto:rachel.grant@maddocks.com.au)



**Maddocks**

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727 Collins Street, Melbourne VIC 3008  
[maddocks.com.au](http://maddocks.com.au)

---

**From:** Rachel Grant  
**Sent:** Wednesday, 27 January 2021 1:17 PM  
**To:** Huf, Leah <[Leah.Huf@ue.com.au](mailto:Leah.Huf@ue.com.au)>  
**Cc:** Tze-Sian Hor <[thor@stonnington.vic.gov.au](mailto:thor@stonnington.vic.gov.au)>; Marine Nincevic <[Marine.Nincevic@maddocks.com.au](mailto:Marine.Nincevic@maddocks.com.au)>  
**Subject:** RE: Proposed DROW adjoining 15-17 Somers Ave, Malvern - United Energy Access [MADDOCKS-M.FID3385293]

Dear Leah

We refer to your email below dated 28 July 2020.

Please see attached the title plan of the road proposed to be discontinued and sold, which saves United Energy's existing rights under section 207C of the *Local Government Act 1989*. Please confirm that the title plan is acceptable to United Energy as soon as possible.

Kind regards

Rachel

**Rachel Grant** | Lawyer  
Property  
**Direct** +61 3 9258 3368  
[rachel.grant@maddocks.com.au](mailto:rachel.grant@maddocks.com.au)



## Maddocks

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727 Collins Street, Melbourne VIC 3008  
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---

**From:** Huf, Leah <[Leah.Huf@ue.com.au](mailto:Leah.Huf@ue.com.au)>  
**Sent:** Tuesday, 28 July 2020 7:26 PM  
**To:** Rachel Grant <[Rachel.Grant@maddocks.com.au](mailto:Rachel.Grant@maddocks.com.au)>  
**Subject:** 15-17 Somers Ave, Malvern - United Energy Access

Hi Rachel,

Please note there are High voltage and low voltage underground cables on the highlighted map of the city council ('purple area from 15-17 Somers avenue, Malvern).

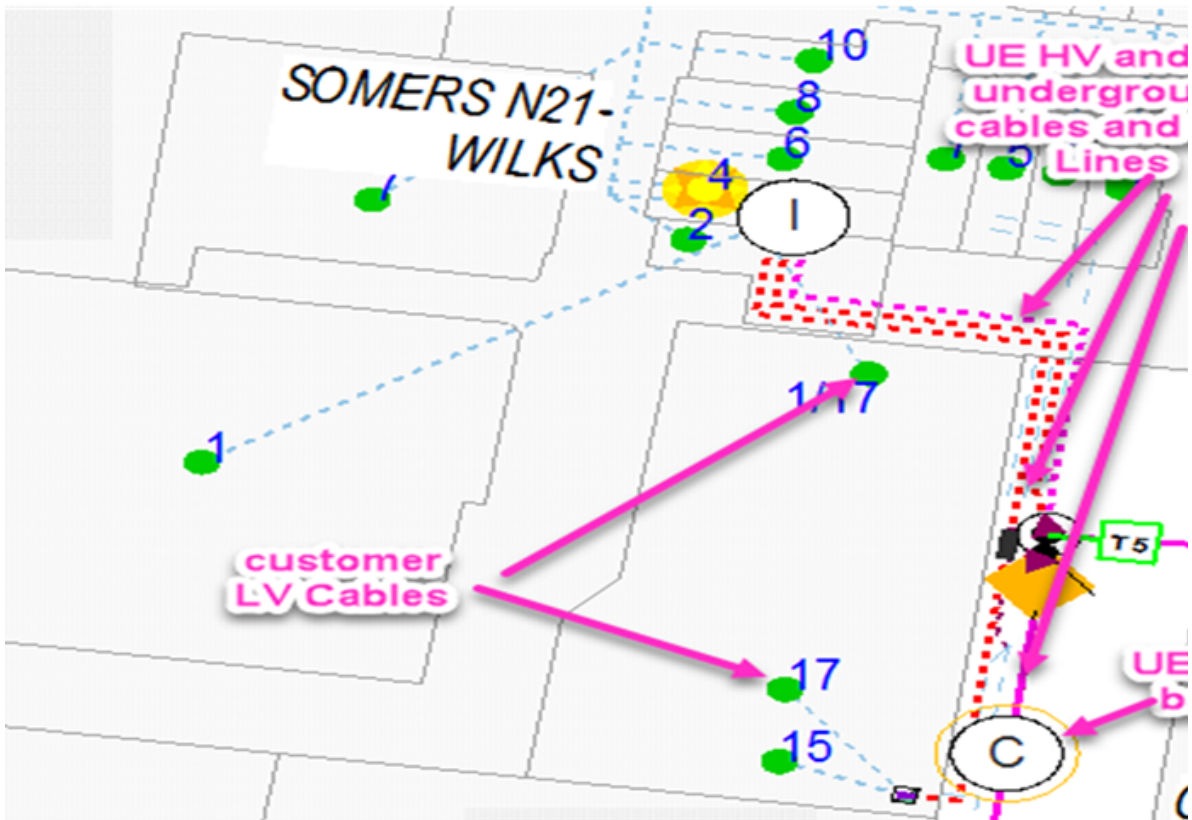
United Energy require 24/7 Access to this site for any overhead and underground maintenance.

Please advise if you require any further information.

Thanks







Leah Huf

Real Estate Coordinator  
Finance  
CitiPower, Powercor and United Energy

Phone: (03) 8846 9867  
email: [leah.huf@ue.com.au](mailto:leah.huf@ue.com.au)



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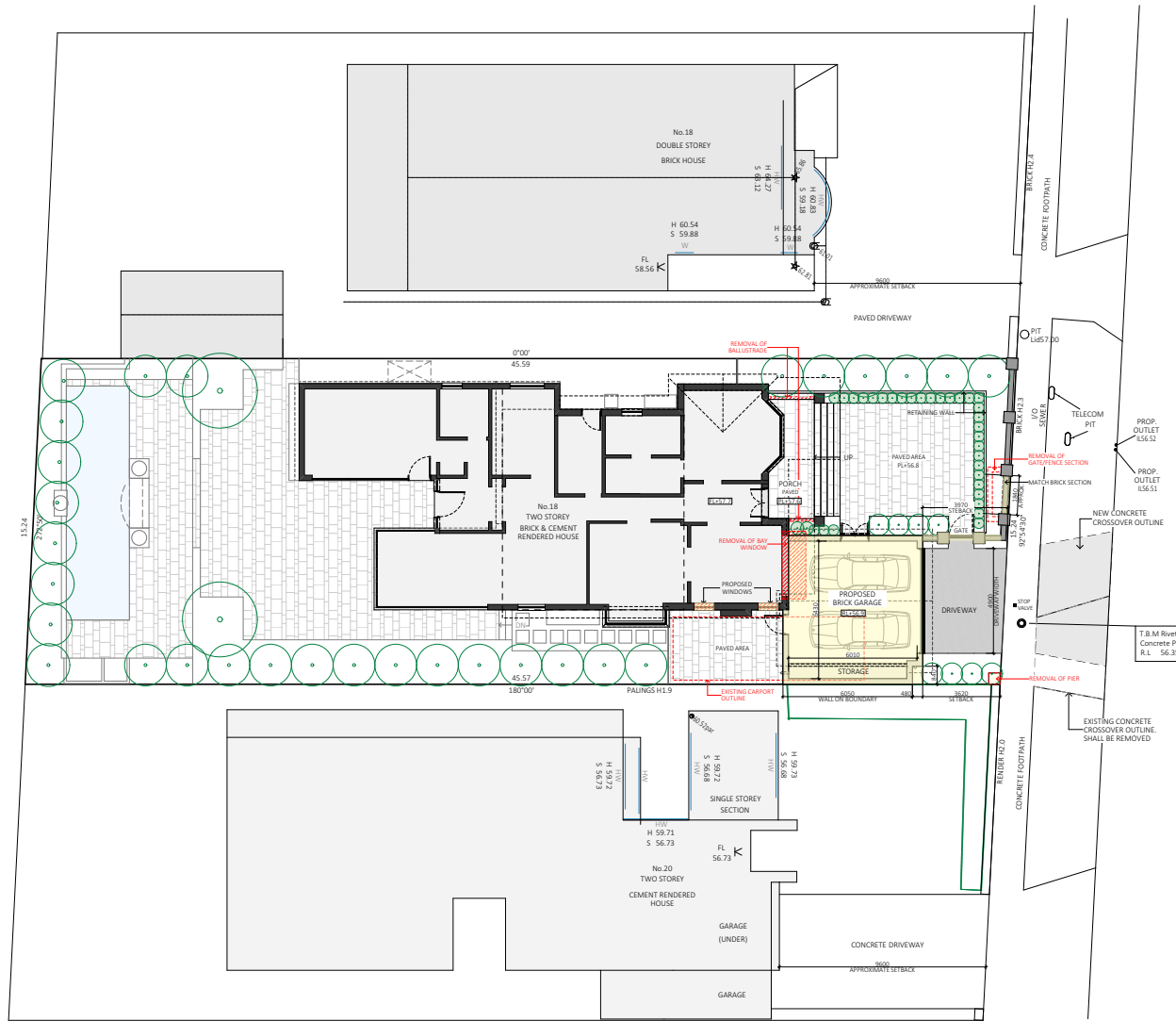
Canberra - Tel: (61 2) 6120 4800 Fax: (61 2) 6230 1479  
Melbourne - Tel: (61 3) 9258 3555 Fax: (61 3) 9258 3666  
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PROPOSED SITE PLAN

1:100

SITE DATA	
SITE AREA	619m <sup>2</sup>
FLOOR AREAS	
LEVEL G EXISTING (approx.)	205m <sup>2</sup>
LEVEL F EXISTING (approx.)	725m <sup>2</sup>
TOTAL EXISTING (approx.)	930m <sup>2</sup>
PROPOSED GARAGE	14m <sup>2</sup>
TOTAL AREA (approx.)	944m <sup>2</sup>

**ERIC SETTE ARCHITECTS**  
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 WILLOWBUSH NSW 1596  
 PH (02) 9390 9443  
 www.ericsette.com.au

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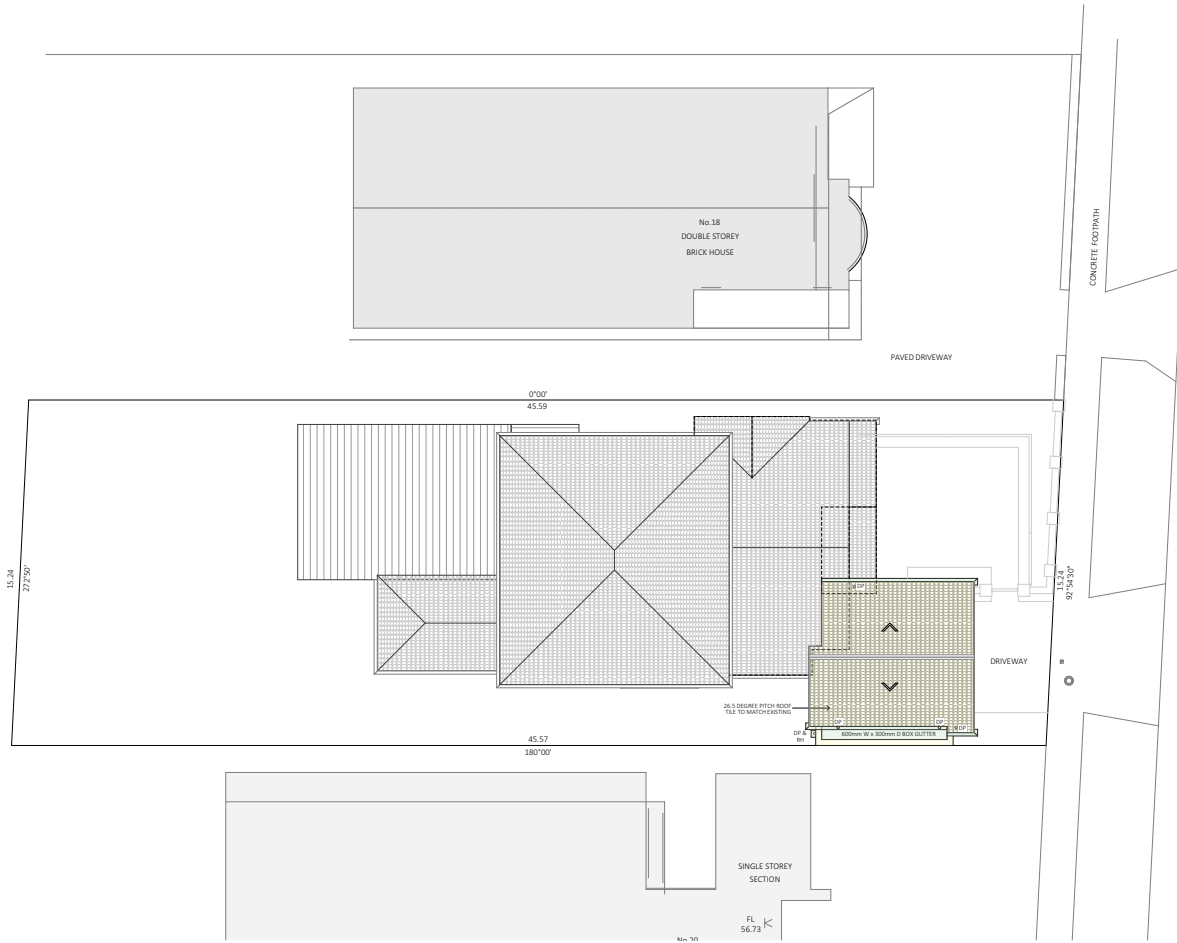
LEGEND	NOTES
[Symbol] EXISTING SURFACE LEVEL TO AHD	ALL LAND SURVEY INFORMATION SHOWN IS PREPARED BY A LITE SURVEYING
[Symbol] FINISHED SURFACE LEVEL TO AHD	PH (02) 9390 9443
[Symbol] EXTERIOR FINISHMENT LEVEL TO AHD	www.litesurveying.com.au
[Symbol] EXTERIOR NATURAL SURFACE LEVEL	

No.	Revision Description	Date
1		
2		
3		

Client: MR & MRS MACKIE  
 Project Address: 18 EMBLING ROAD MAVERVIEW VICTORIA  
 Project Title: MACKIE RESIDENCE  
 Project Number: P192101  
 Date: 24/05/2021  
 Document Stage / Phase: COUNCIL SUBMISSION  
 Scale: 1:100 @ A1



Drawing Title: PROPOSED SITE PLAN  
 Drawing Number: A101  
 Rev No: -



ROOF PLAN

1:100

SITE DATA

SITE AREA 694m<sup>2</sup>

FLOOR AREAS

LEVEL G EXISTING (approx.)	205m <sup>2</sup>
LEVEL F EXISTING (approx.)	725m <sup>2</sup>
TOTAL EXISTING AREA (approx.)	930m <sup>2</sup>
PROPOSED GARAGE	44m <sup>2</sup>
TOTAL AREA (approx.)	974m <sup>2</sup>

**ERIC SETTE ARCHITECTS**  
 88 BURNING BUSH CIRCUIT  
 ST ALBANS  
 VIC 3021  
 08 9498 1000  
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NO.	REVISION DESCRIPTION	DATE
01	ISSUED FOR PERMIT	24/05/2021
02	REVISED TO SHOW CHANGES TO THE ROOF PLAN	24/05/2021
03	REVISED TO SHOW CHANGES TO THE ROOF PLAN	24/05/2021
04	REVISED TO SHOW CHANGES TO THE ROOF PLAN	24/05/2021
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06	REVISED TO SHOW CHANGES TO THE ROOF PLAN	24/05/2021
07	REVISED TO SHOW CHANGES TO THE ROOF PLAN	24/05/2021
08	REVISED TO SHOW CHANGES TO THE ROOF PLAN	24/05/2021
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10	REVISED TO SHOW CHANGES TO THE ROOF PLAN	24/05/2021

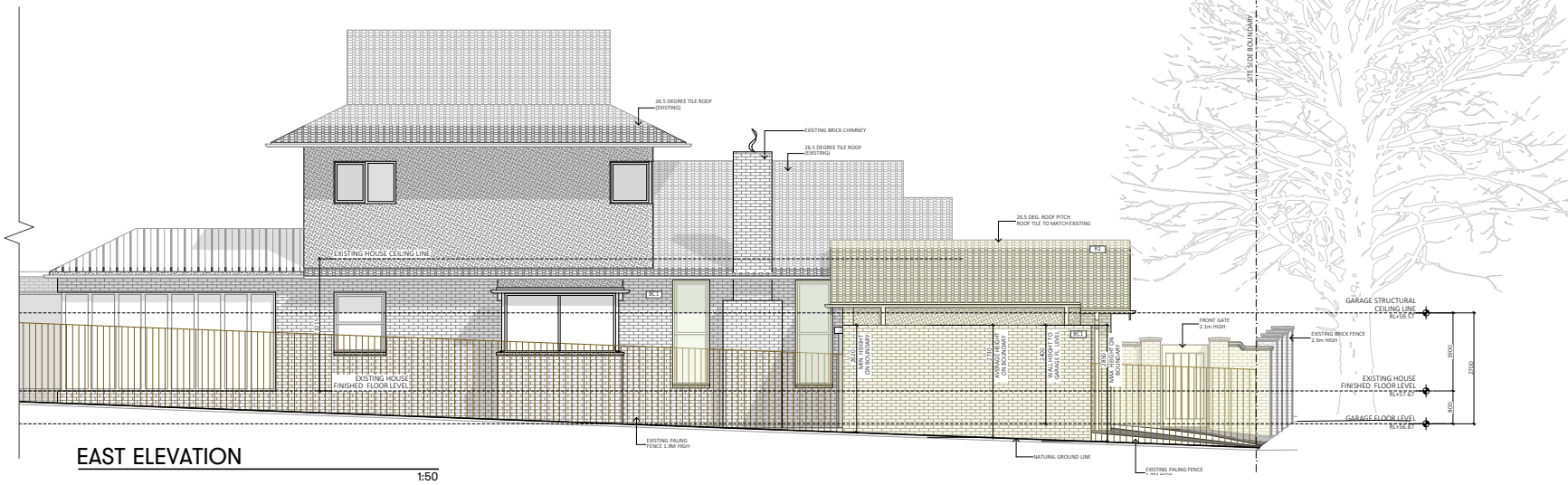
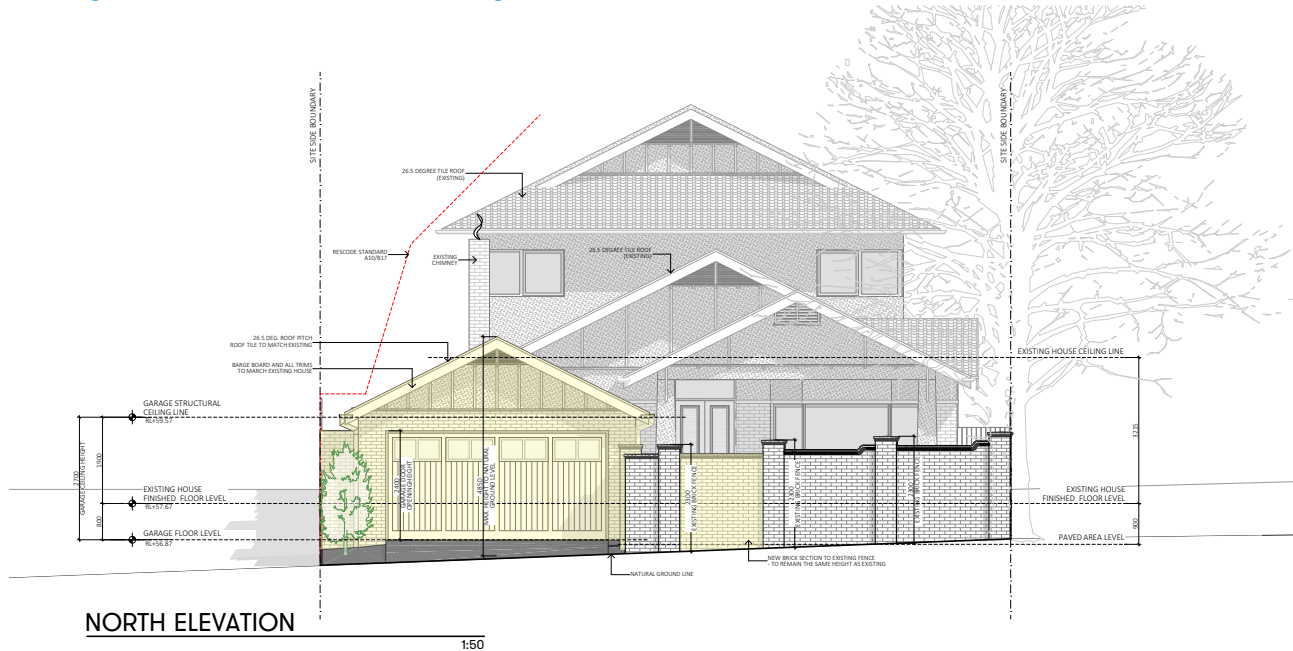
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13	REVISED TO SHOW CHANGES TO THE ROOF PLAN	24/05/2021
14	REVISED TO SHOW CHANGES TO THE ROOF PLAN	24/05/2021
15	REVISED TO SHOW CHANGES TO THE ROOF PLAN	24/05/2021
16	REVISED TO SHOW CHANGES TO THE ROOF PLAN	24/05/2021
17	REVISED TO SHOW CHANGES TO THE ROOF PLAN	24/05/2021
18	REVISED TO SHOW CHANGES TO THE ROOF PLAN	24/05/2021
19	REVISED TO SHOW CHANGES TO THE ROOF PLAN	24/05/2021
20	REVISED TO SHOW CHANGES TO THE ROOF PLAN	24/05/2021

NO.	REVISION DESCRIPTION	DATE
21	REVISED TO SHOW CHANGES TO THE ROOF PLAN	24/05/2021
22	REVISED TO SHOW CHANGES TO THE ROOF PLAN	24/05/2021
23	REVISED TO SHOW CHANGES TO THE ROOF PLAN	24/05/2021
24	REVISED TO SHOW CHANGES TO THE ROOF PLAN	24/05/2021
25	REVISED TO SHOW CHANGES TO THE ROOF PLAN	24/05/2021
26	REVISED TO SHOW CHANGES TO THE ROOF PLAN	24/05/2021
27	REVISED TO SHOW CHANGES TO THE ROOF PLAN	24/05/2021
28	REVISED TO SHOW CHANGES TO THE ROOF PLAN	24/05/2021
29	REVISED TO SHOW CHANGES TO THE ROOF PLAN	24/05/2021
30	REVISED TO SHOW CHANGES TO THE ROOF PLAN	24/05/2021

Client	MR & MRS MACKIE
Project Address	18 EMBLING ROAD MAVERVIEW VICTORIA
Project Title	MACKIE RESIDENCE
Project Number	PN2101
Date	24/05/2021
Document Stage / Phase	COUNCIL SUBMISSION
Scale	1:100 @ A1



Drawing Title  
**ROOF PLAN**  
 Drawing Number  
**A213**  
 Rev No.  
 -



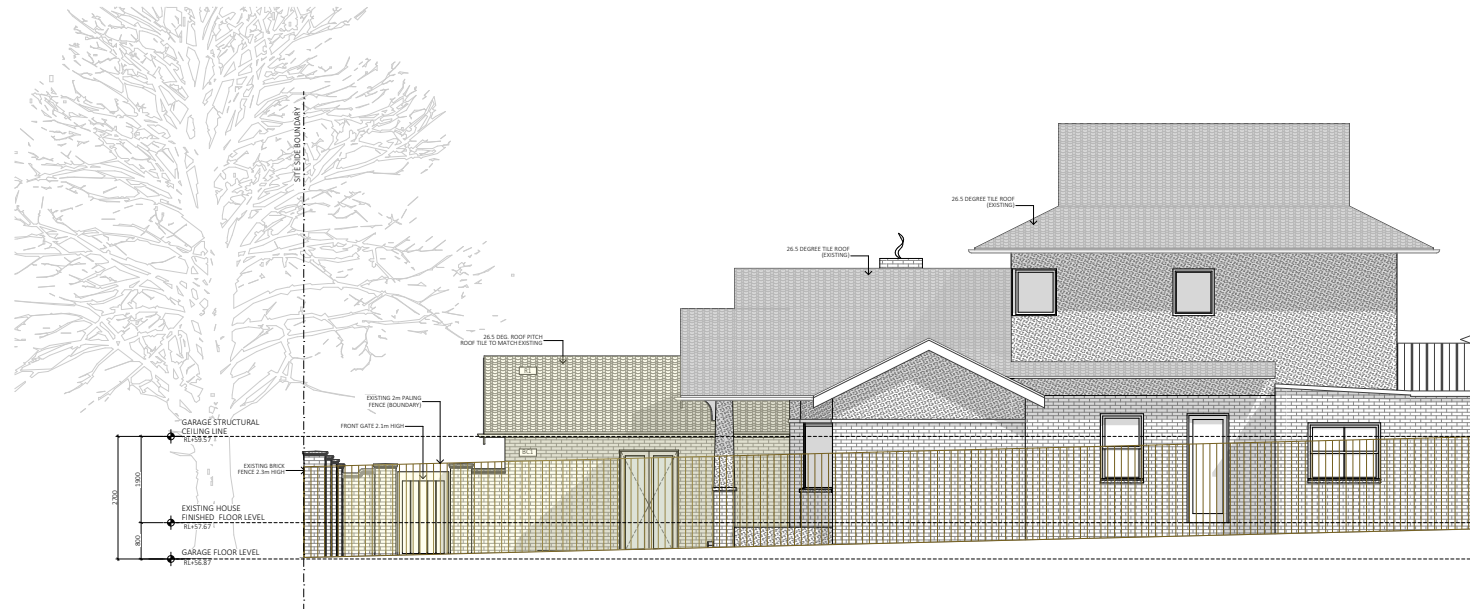
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NO.	REVISION DESCRIPTION	DATE

NO.	REVISION DESCRIPTION	DATE

Client <b>MR &amp; MRS MACKIE</b>	Project Address <b>18 EMBLING ROAD MALVERN VICTORIA</b>	Project Title <b>MACKIE RESIDENCE</b>	Project Number <b>P42101</b>	Drawing Title <b>NORTH &amp; EAST ELEVATIONS</b>
Document Stage / Phase <b>COUNCIL SUBMISSION</b>	Scale <b>150 @ A1</b>	Date <b>24/05/2021</b>	Drawing Number <b>A102</b>	Rev No. <b>-</b>



WEST ELEVATION

1:60

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 25 BAIN STREET MELBOURNE  
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**LEGEND**

No.	Revision Description	Date
1	ISSUED FOR TENDERS	
2	REVISED TO REFLECT ARCHITECTURAL CHANGES	
3	REVISED TO REFLECT ARCHITECTURAL CHANGES	
4	REVISED TO REFLECT ARCHITECTURAL CHANGES	
5	REVISED TO REFLECT ARCHITECTURAL CHANGES	
6	REVISED TO REFLECT ARCHITECTURAL CHANGES	
7	REVISED TO REFLECT ARCHITECTURAL CHANGES	
8	REVISED TO REFLECT ARCHITECTURAL CHANGES	
9	REVISED TO REFLECT ARCHITECTURAL CHANGES	
10	REVISED TO REFLECT ARCHITECTURAL CHANGES	

No.	Revision Description	Date
1	ISSUED FOR TENDERS	
2	REVISED TO REFLECT ARCHITECTURAL CHANGES	
3	REVISED TO REFLECT ARCHITECTURAL CHANGES	
4	REVISED TO REFLECT ARCHITECTURAL CHANGES	
5	REVISED TO REFLECT ARCHITECTURAL CHANGES	
6	REVISED TO REFLECT ARCHITECTURAL CHANGES	
7	REVISED TO REFLECT ARCHITECTURAL CHANGES	
8	REVISED TO REFLECT ARCHITECTURAL CHANGES	
9	REVISED TO REFLECT ARCHITECTURAL CHANGES	
10	REVISED TO REFLECT ARCHITECTURAL CHANGES	

Client	MR & MRS MACKIE	Project Address	18 EMBLING ROAD MALVERN VICTORIA	Project Title	MACKIE RESIDENCE	Project Number	P21201 Date 24/05/2021
Document Stage / Phase	COUNCIL SUBMISSION	Scale	160 @ A1				

Drawing Title	WEST ELEVATION
Drawing Number	A103
Rev No.	-



3D RENDERINGS 2 OF 2

**ERIC  
SITE  
ARCHITECTS**  
1/24/2021 10:48:00 AM  
1/24/2021 10:48:00 AM  
1/24/2021 10:48:00 AM

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No.	Revision Description	Date

Client MR & MRS. MACKIE	Project Address 18 EMBURY ROAD MALVERN VICTORIA	Project Title MACKIE RESIDENCE	Project Number PM2021
Document Stage / Phase COUNCIL SUBMISSION	Scale N/A	Date 17 May 2021	

Drawing Title 3D RENDERINGS 2 OF 2	
Drawing Number A105	Rev No. -

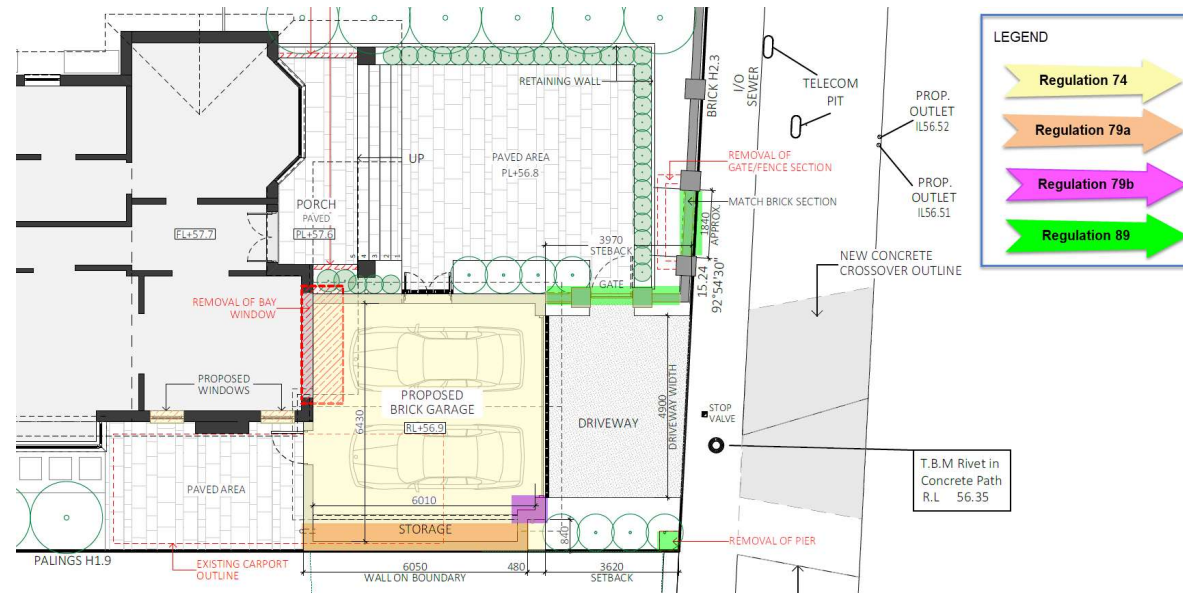




Southern Frontage (Embling Street)



Eastern Elevation (view towards Glenferrie Road)



## Local Government Benchmarking

An online survey was sent to 16 local government authorities to understand the opportunities available to Council supporting volunteering. Officers also met directly with representatives from the City of Bayside, City of Greater Dandenong and City of Boroondara. Eight survey responses were received.

### Summary of volunteering framework offered by surveyed Councils

#### In-house programs

All councils that responded to the survey surveyed provide in-house volunteering opportunities. Some of these included volunteering within their Libraries, Youth Services, Aged & Disability, Gallery, Environment and Sustainability.

#### External support for Volunteer community organisations

Five of the councils that responded to the survey provide an integrated volunteer software management system linking compatible volunteers and community groups.

#### Resource Centers

The City of Boroondara and the City of Greater Dandenong have a dedicated Volunteer Resource Centre.

### Volunteering networks or committees

All councils that responded to the survey provide or are a part of a volunteer network in their municipality.

### Key agencies

All Councils that responded to the survey interacted with some or all of the below key agencies:

- Volunteering Victoria
- Volunteering Australia
- LGA Pro / Volunteering SIG
- MAV
- Local agencies
- Volunteer-involving organisations including health promotion organisations etc.

## Summary of responses

Council	Volunteering opportunities provided	Online volunteer platform or external provider	External volunteering programs provided and/or skills-building	EFT	Number of volunteers
<a href="#">City of Bayside</a>	Libraries, Youth Services, Aged & Disability, Gallery - a whole range of programs that are currently getting revamped!	<a href="#">Better Impact (presenting using uWorkin)</a>	Bayside NFP's can apply for Council grants. Environment groups and Friends of Bayside groups have around 25 small group activities they can be involved in that focus on local indigenous plants and the local environment. These are hosted and run by an external organisation.	1.0 EFT. Within Council, we have 5 other staff members that work closely with volunteers within their department however it is not their main role.	Approximately 400 volunteers with Bayside Council and just over 1,500 registered volunteers using our external volunteering site, Bayside Volunteering.
<a href="#">City of Melbourne</a>	Events, Libraries, Ageing and Inclusion, Tourism, Gardens for Wildlife, International Students, advisory committees	<a href="#">Better Impact</a>	N/A	1.0 EFT	1000
<a href="#">Nillumbik Shire</a>	In Home Family Mentoring, Friends of Groups, community transport, Neighbourhood Houses, Edendale Farm, L2P, Gardens for Wildlife, frEEza.	<a href="#">Better Impact</a>	Provide occasional volunteer-management related training and grants.	0.6 EFT	Internally around 500 volunteers
<a href="#">Yarra City Council</a>	Library Outreach, L2P, tree planting days	<a href="#">Better Impact</a>	Free capacity training for NFP organisations and volunteer managers	1.0 EFT Community Development Officer and volunteer support.	Unsure of external numbers in the City of Yarra but 40 L2P volunteers and 20 Library volunteers. About to start new volunteer programs in council e.g. Family Services playgroups.

Council	Volunteering opportunities provided	Online volunteer platform or external provider	External volunteering programs provided and/or skills-building	EFT	Number of volunteers
<a href="#">Wyndham City Council</a>	Coordinate the following - Delivered Meals, 121 Transport, Lunch with the Bunch, Dog Walking Program. However Wyndham City Council has a range of volunteer opportunities such as: Planned Activity Group, Libraries, Community Centres, Visitor Info, Youth etc.	<a href="#">Microsoft Dynamics – CRM, but moving to Better Impact</a>	Community Grants program. Hold Volunteer and Community Group training for external volunteers and community groups (approx. 25 per year), and we host a Wyndham Volunteer Manager Network.	2.0 EFT. One is the Volunteer Recruitment Officer for internal programs. One is Senior Volunteer Development Officer - more external focus and is responsible for the implementation of the Volunteering Strategy. There are many staff who manage volunteers in their individual programs (approx. 25).	In our organisation, we have approximately 300 volunteers.
<a href="#">City of Boroondara</a>	Various opportunities in house and with community organisations	<a href="#">About to implement Better Impact into the internal volunteer recruitment and management processes.</a>	Capacity building program	2,0 EFT this is for our volunteer resource function. Council also has 14 staff who as part of their role, oversee their respective volunteer programs.	250
<a href="#">City of Monash</a>	Meals on Wheels, Libraries, Social Inclusion, Child & Family services, Sustainability, Monash Gallery of Art	<a href="#">Externally, we refer people to Go Volunteer, Seek Volunteer, our Wyndham Volunteer Directory and Volunteer West Resource Centre</a>	N/A	2.0 EFT	140

Council	Volunteering opportunities provided	Online volunteer platform or external provider	External volunteering programs provided and/or skills-building	EFT	Number of volunteers
<a href="#">City of Greater Dandenong</a>	Meals on Wheels, Home Library, Jan Wilson Community Centre Playgroups and Receptionist, Events Ambassadors, Conversation circle, Drum Theatre Encore, Planned Activity, Youth Programs, Arts Heritage, Immunisation Support Back Your Neighbour, Karma Knitters	<a href="#">VIKTOR/VIRA</a>	N/A - All Internal	1.4 EFT (0.8 + 0.6)	176 active with a current total of 194 registered but due to COVID and programs not fully resuming not all are active but all have confirmed they wish to stay on in the hope of resuming in due course.



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## DRAFT Chief Executive Officer Employment and Remuneration Policy

---

Version	3
Original Adoption Date	<i>TBC</i>
Policy Owner	<i>Chief People Officer</i>
Next Review Date	<i>31 August 2022</i>

*\*unless legislative change, regulatory requirement or request by CEO or Councillors.*

## 1 Purpose

The City of Stonnington Chief Executive Officer (**CEO**) Employment and Remuneration policy sets out Council's approach to managing CEO performance and remuneration in accordance with Section 45 of the *Local Government Act 2020*.

This policy has also been written in accordance with section 21 of the Victorian Independent Remuneration Tribunal and Improving Parliamentary Standards Act 2019 and the Council Enterprise Bargaining Agreement (**EBA**).

## 2 Scope

The policy sets out a process and framework for evaluating performance and setting Chief Executive remuneration in accordance with the mandatory contract terms and conditions.

## 3 Policy Principles

### 3.1 – Preparation of Submissions

The following principles are to guide those preparing submissions to the Council for the appointment of the Chief Executive Officer;

Principle 1: CEO remuneration should be fair and reasonable recompense for performing the inherent requirements of the role.

Principle 2: CEO remuneration should be competitive. Remuneration should be set at a competitive level for the relevant market and sector in order to attract and retain talent.

Principle 3: CEO remuneration should reflect the non-financial benefits of local government employment.

Principle 4: CEO remuneration arrangements and decisions should be robust, transparent and based on rigorous analysis of all relevant factors including those principles listed above.

### 3.2 – Mandatory Contract Terms

The mandatory contractual terms and conditions for the Chief Executive Officer are:

- A contract of employment is to be offered for a period of up to five years;
- A CEO is eligible to be reappointed under a new contract of employment;
- If there is a vacancy in the office of the CEO or the CEO is unable to perform the duties of the office of the CEO, the Council must appoint a person to be the Acting CEO;
- The total remuneration package (TRP) includes salary, superannuation, the cost of a motor vehicle to an employer and the cost of other employment benefits and associated fringe benefits tax, but excludes general business expenses such as laptop computers, mobile phones or study leave; and
- Termination of contract provisions – the employer may terminate with just cause and through due process a contract by providing the Chief Executive Officer with six months' notice in writing.

### 3.3 Independent Professional Advice

Council may obtain independent professional advice in relation to any matters dealt with in the CEO Employment and Remuneration policy, including but not limited to, CEO performance review and CEO recruitment.



### **3.4 Chief Executive Officer Performance Review**

An independent consultant will be appointed by the Council to assist with the CEO's review process. The consultant will assist Council with assessing the performance of the CEO against the current annual objectives, and the development of new objectives for the following performance year.

The review will also include the opportunity for Council to provide the CEO with performance related feedback and input into the CEO's development plan. The CEO will also provide feedback on the performance of the Council as part of a 360-degree (2 way) feedback process, which will be facilitated by the independent consultant. The 360-degree (2 way) feedback process will operate for both the CEO and the Council.

The performance review will be completed annually to coincide with the anniversary of the CEO's commencement date. An informal performance review will be conducted within 6 months of the formal annual review each year thereafter. The informal review will provide the CEO with feedback and the opportunity to adjust any of the objectives set in the formal performance review if required.

### **3.5 Chief Executive Officer Remuneration**

Following the annual formal performance review of the CEO the Council will work with the independent consultant to review the remuneration of the CEO. Any decision to increase the remuneration of the CEO must be in accordance with the Policy Principles outlined above.

### **3.6 Chief Executive Officer Recruitment**

The Council will appoint a specialist recruitment consultant to manage the end-to-end process of CEO recruitment. This will include;

- Taking a detailed brief from the Council on the role and the ideal candidate;
- Preparing a detailed schedule outlining the end to end process;
- Developing an advertising strategy to attract suitable candidates;
- Assisting the Council to conduct first and second round interviews to determine a shortlist of candidates;
- Conducting the relevant psychometrics to determine best fit;
- Conducting reference checks on the preferred candidate;
- Performing probity checks on the preferred candidate;
- Working with the People team to issue the contract of employment for the new CEO;
- Preparing the communications for the Council to announce the appointment of the new CEO; and
- Working with the People team to induct the new CEO.

## **4 BREACH OF POLICY**

Failure to maintain and comply with this policy may be a breach of Section 45 of the *Local Government Act 2020* and accordingly be subject to review by the Local Government Inspectorate.

## 5 DISPUTE RESOLUTION

5.1 In relation to any matter under this policy or the CEO's employment contract that may be in dispute, either the CEO or Council may:

- (a) give written notice to each other of particulars of any matter in dispute; and
- (b) within 14 days of receiving a notice specified in subclause 7.1(a), a meeting will be convened between the Mayor and Deputy Mayor (along with any nominated representative of Council) and the CEO (along with any nominated representative of the CEO) in an attempt to resolve the dispute.

5.2 The CEO, Mayor and Deputy Mayor will attempt to resolve the dispute at the workplace level.

5.3 Upon failure to resolve the dispute at the workplace level, the CEO and Council will:

- (a) refer the dispute to an independent mediator as agreed by the CEO and Council, or otherwise as nominated by the Executive Director of Local Government Victoria.
- (b) agree to participate in any mediation process in good faith, with such mediation to operate in a manner as agreed by the CEO and Council; and
- (c) acknowledge the right of either the CEO or Council to appoint, in writing, another person to act on their behalf in relation to any mediation process.

5.4 The cost of the mediation service will be met by Council.

5.5 The employee and Council will each be responsible for meeting the cost of any advisor or nominated representative used by them.

## 6 Responsibilities

Party/parties	Roles and responsibilities	Timelines
Council	Adopting, executing and reviewing this policy	Ongoing

## 7 Human Rights Charter

This policy has been reviewed against and complies with section 13 of the *Charter of Human Rights and Responsibilities Act 2006*, as this Policy aligns with and provides for the protection of an individual's right not to have their privacy unlawfully or arbitrarily interfered with. It is also in line with section 18, which recognises a person's right to participate in the conduct of public affairs.

## 8 Monitoring, Evaluation and Review

No.	Change	Date Approved	Review date
1.	New policy	TBC – to be adopted by Council	August 2022

DRAFT Chief Executive Officer Employment and  
Remuneration Policy

## Document History

Version	Date	Author	QA Review	Comments
1	August 2021	Jacqui Campbell	Tracey Limpens and Lucy Bastick	Revised policy incorporates Councillor & Audit & Risk Committee feedback.

## Document Authorisation

Owner (By Role and Directorate)	Chief People Officer, People team
Date of Initial Approval (Internal)	August 2021
Date of Adoption (By Council)	TBC