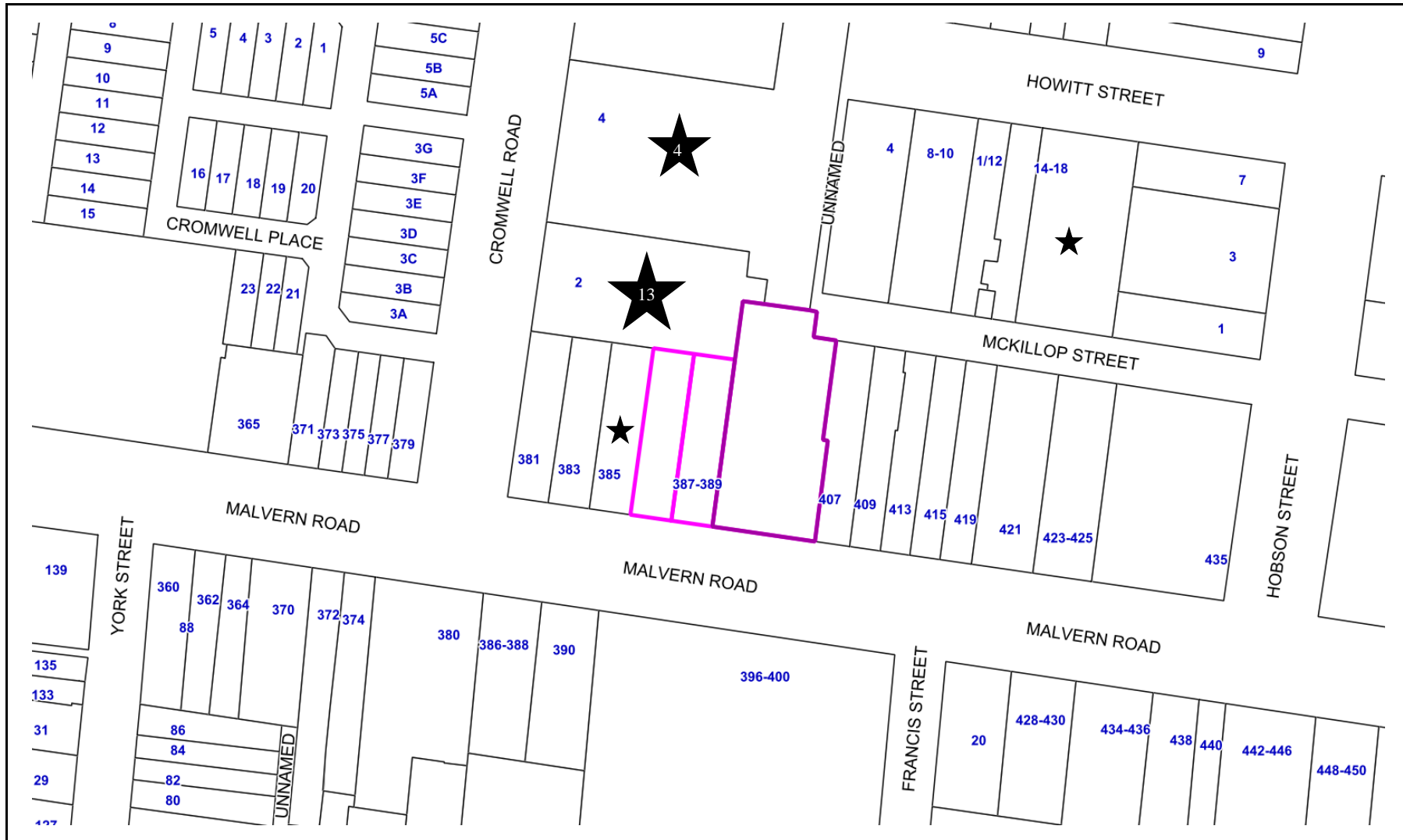


## Ordinary Council Meeting 7 June 2021 Attachments

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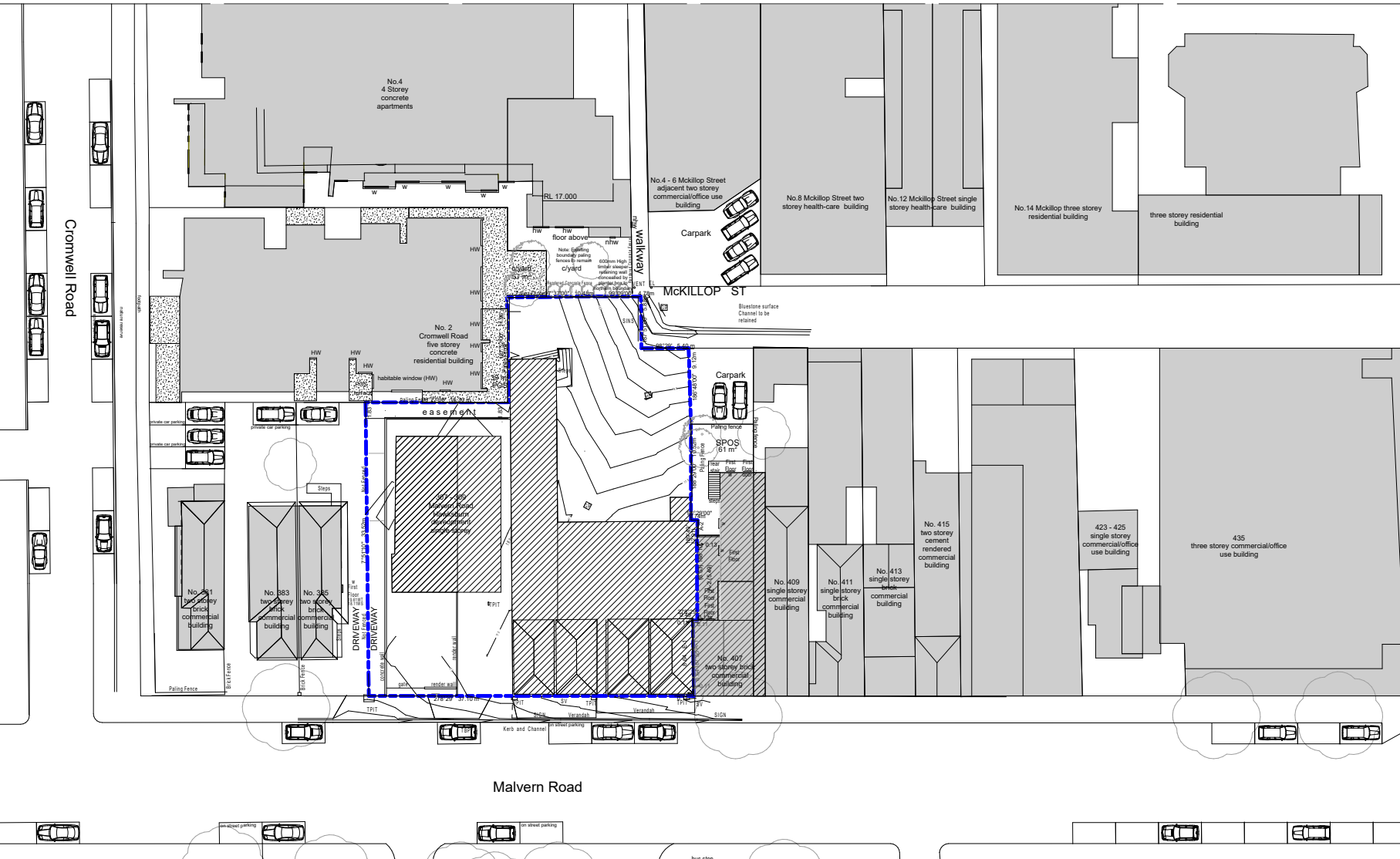


**387-403 Malvern Road, South Yarra**

★ = Objectors

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**Existing site plan**  
scale 1:400 @A3

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Existing streetscape elevation

scale 1:200 @A3

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**PROJECT/** PROPOSED NEW COMMERCIAL OFFICE BUILDING  
387-403 MALVERN ROAD SOUTH YARRA

**DRAWING/** EXISTING STREETScape ELEVATION

Rev D - 20.04.21 Revised privacy screens

**CLIENT/**

METROBUILD PTY LTD

**DATE/** 20/04/2021  
**SCALE/**  
**STATUS/**

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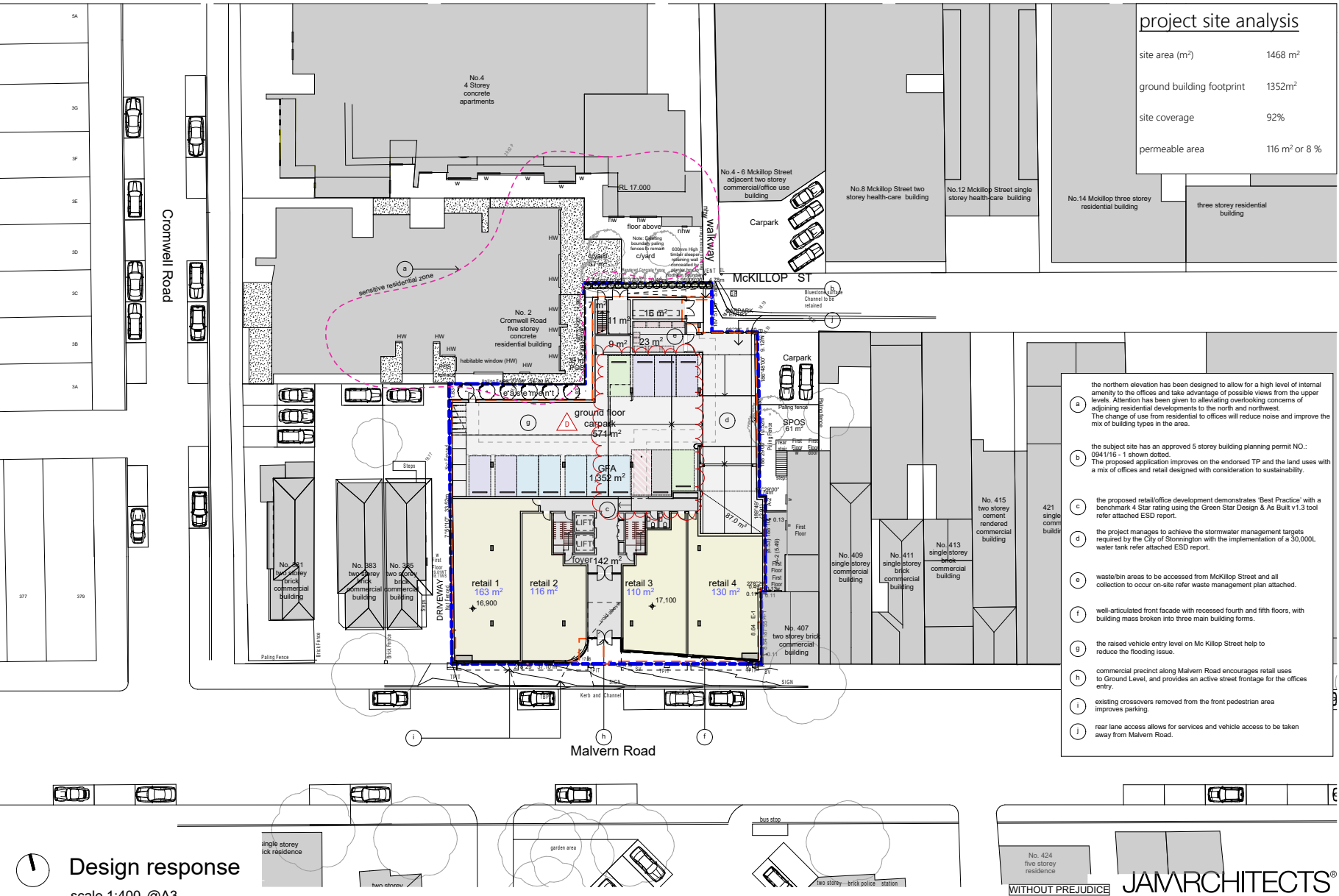
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- a the northern elevation has been designed to allow for a high level of internal amenity to the offices and take advantage of possible views from the upper levels. Attention has been given to alleviating overlooking concerns of adjoining residential developments to the north and northwest. The change of use from residential to offices will reduce noise and improve the mix of building types in the area.
- b the subject site has an approved 5 storey building planning permit NO.: 094/1/16 - 1 shown dotted. The proposed application improves on the endorsed TP and the land uses with a mix of offices and retail designed with consideration to sustainability.
- c the proposed retail/office development demonstrates 'Best Practice' with a benchmark 4 Star rating using the Green Star Design & As Built v1.3 tool refer attached ESD report.
- d the project manages to achieve the stormwater management targets required by the City of Stonnington with the implementation of a 50,000L water tank refer attached ESD report.
- e waste/bin areas to be accessed from McKillop Street and all collection to occur on-site refer waste management plan attached.
- f well-articulated front facade with recessed fourth and fifth floors, with building mass broken into three main building forms.
- g the raised vehicle entry level on Mc Killop Street help to reduce the flooding issue.
- h commercial precinct along Malvern Road encourages retail uses to Ground Level, and provides an active street frontage for the offices entry.
- i existing crossovers removed from the front pedestrian area improves parking.
- j rear lane access allows for services and vehicle access to be taken away from Malvern Road.

**Design response**  
scale 1:400 @A3

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PROJECT/ PROPOSED NEW COMMERCIAL OFFICE BUILDING  
387-403 MALVERN ROAD, SOUTH YARRA

DRAWING/ DESIGN RESPONSE

CLIENT/ METROBUILD PTY LTD

DATE/ 20/04/2021

SCALE/ STATUS/

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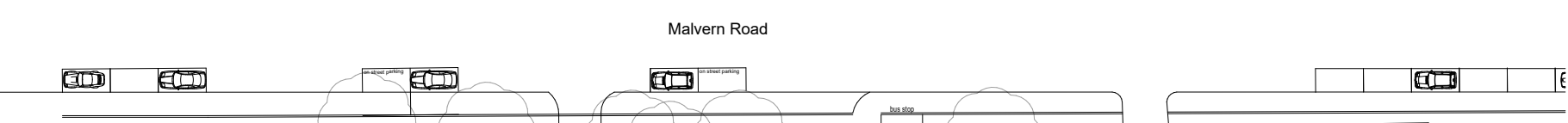
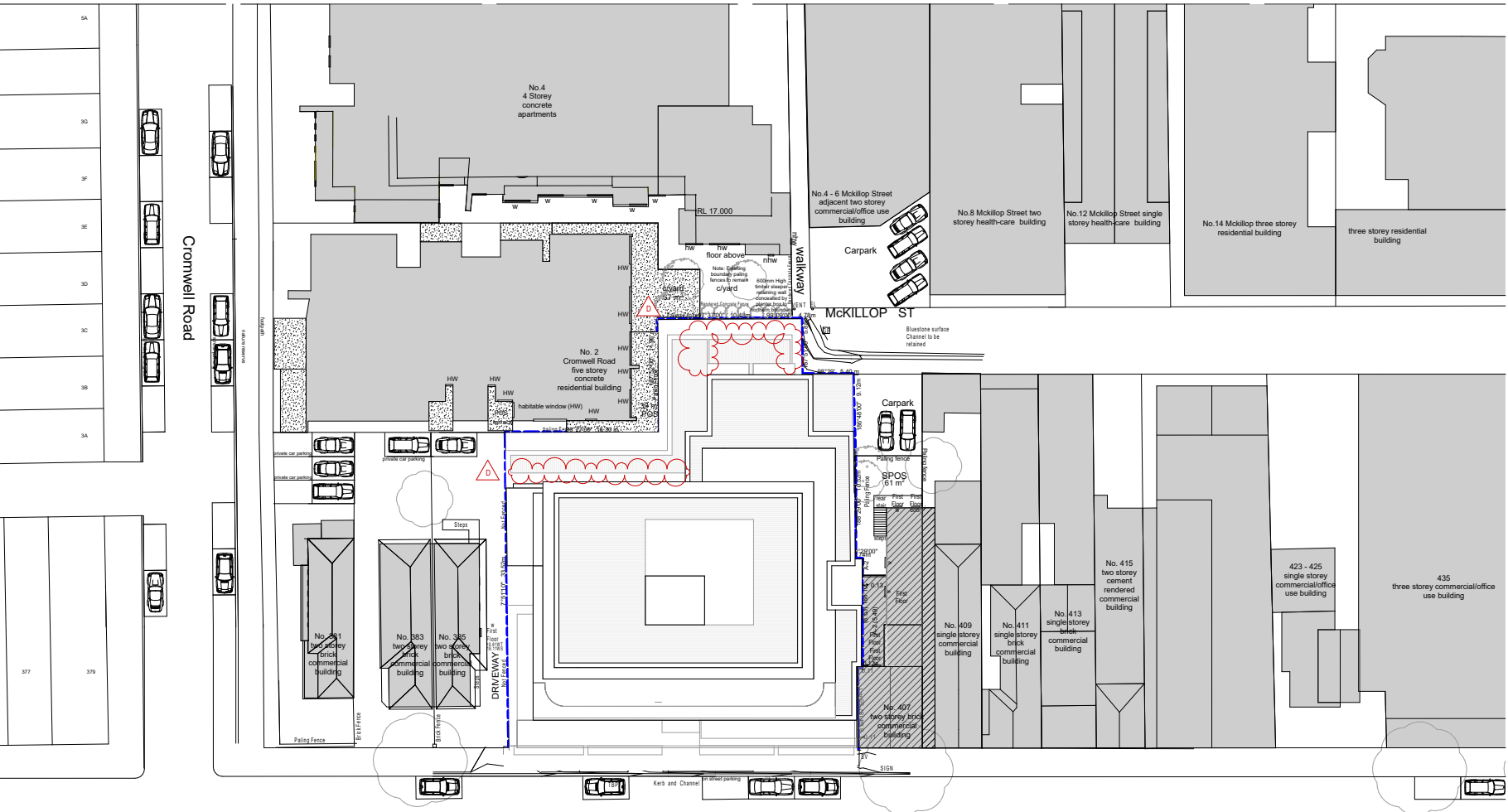
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**Proposed Site plan**  
scale 1:400 @A3

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PROJECT/ PROPOSED NEW COMMERCIAL OFFICE BUILDING  
387-403 MALVERN ROAD, SOUTH YARRA

DRAWING/ PROPOSED SITE PLAN

CLIENT/ METROBUILD PTY LTD

DATE/ 20/04/2021

SCALE/ STATUS/

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DEVELOPMENT SCHEDULE								
Project		387-403 Malvern Rd South Yarra			<b>JAMRCHITECTS®</b>			
Project No.		2009						
Date		24 February 2021						
Revision								
Levels	Carpark		services	office	retail	terrace	Area Per Level	
	Spaces	NFA Area (m2)	Area (m2)	GFA Area (m2)	NFA Area (m2)	balcony Area (m2)	(Sellable) NFA (m2)	GFA (m2)
Basement 2	38	1173	122	1363	0	0	1173	1363
Basement 1	38	1173	122	1363	0	0	1173	1363
Ground Floor	13	571	208	0	519	0	1090	1352
First Floor			107	1149	0	0	1007	1149
Second Floor			107	1163	0	10	1022	1163
Third Floor			82	1033	0	84	923	1033
Fourth Floor			82	1033	0	10	923	1033
Fifth Floor			42	489	0	350	430	489
<b>Totals</b>	<b>89</b>	<b>2917</b>	<b>872</b>	<b>7593</b>	<b>519</b>	<b>454</b>	<b>7741</b>	<b>8945</b>
Total Offices NFA	4305							
<p>For preliminary Feasibility purposes only. Areas are not to be used for the purposes of Lease or Sale agreements. Layout may not comply with the Building Regulations or other Regulatory requirements. The information contained in this schedule is believed to be correct at the time of printing. Areas are generally measured in accordance with the Property Council of Australia – Method of Measurement. JAM Architects Pty Ltd retain all common law, statutory law and other rights including copyright and intellectual property right in respect of this document. The recipient indemnifies JAM Architects Pty Ltd against all claims resulting from use if this document for any purposes other than its intended use, unauthorized changes, or reuse of the document on other projects without the permission of JAM Architects Pty Ltd. Under no circumstances shall transfer of this document be deemed a sale or constitute a transfer of the license to use this document.</p>								

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**PROJECT/** PROPOSED NEW COMMERCIAL OFFICE BUILDING  
387-403 MALVERN ROAD SOUTH YARRA

**DRAWING/** DEVELOPMENT SCHEDULE

**CLIENT/**

METROBUILD PTY LTD

**DATE/** 20/04/2021  
**SCALE/**  
**STATUS/**

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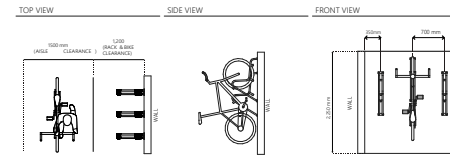
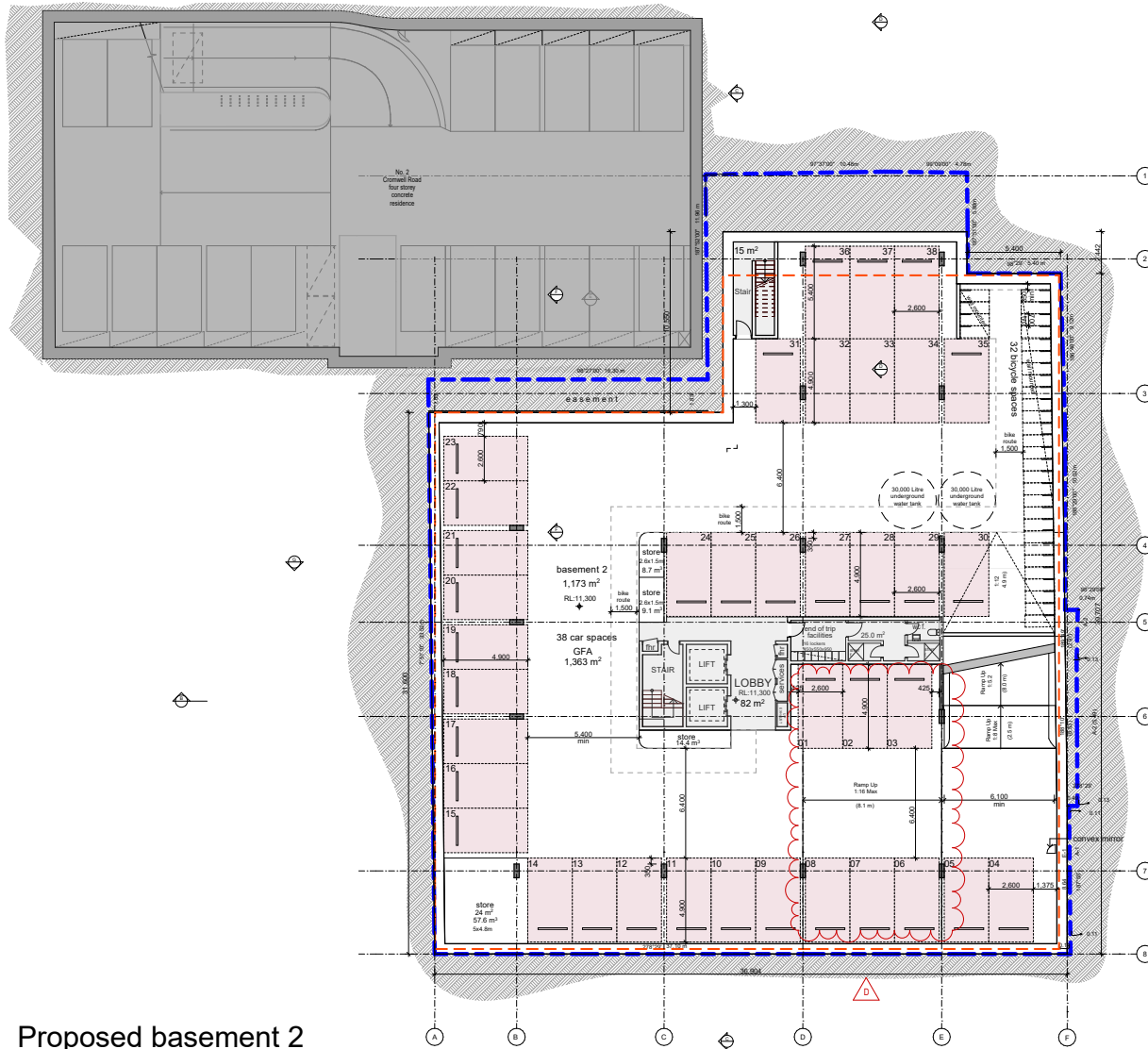
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LEVEL 2  
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VICTORIA 3121 AUSTRALIA

**JOB NUMBER/** 2009  
**REVISION/** C

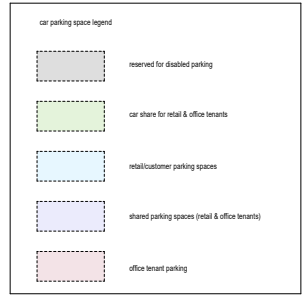
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Wall Mounted Bike Racks  
scale 1 : 100



Note:  
Columns to be located outside area to be kept clear as specified in Figure 5.2 of AS2890.1:2004

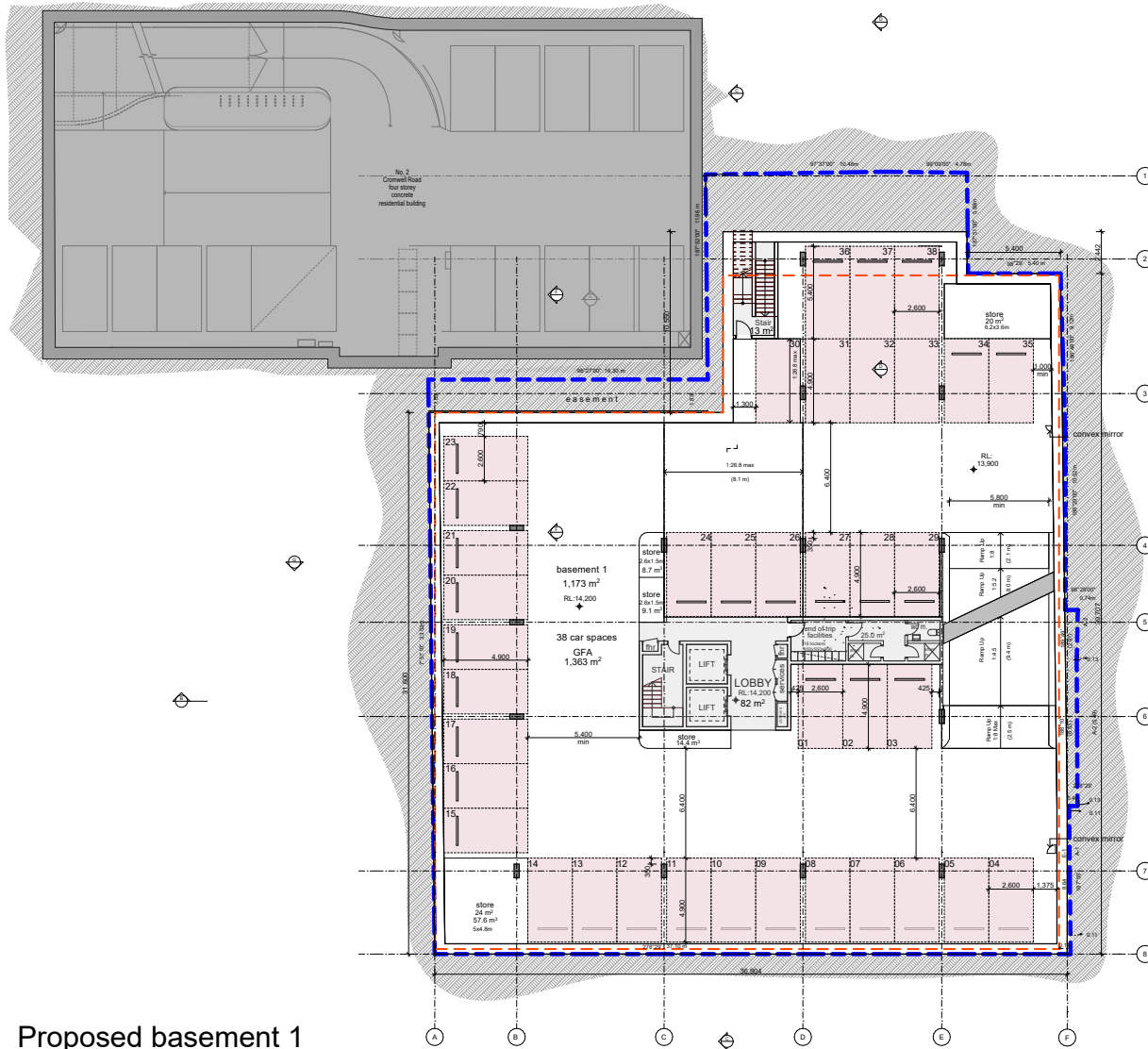


**Proposed basement 2**  
scale 1:250 @A3

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 DATE/ SCALE/ STATUS: 20/04/2021  
 PROJECT/ PROPOSED NEW COMMERCIAL OFFICE BUILDING 387-403 MALVERN ROAD SOUTH YARRA  
 DRAWING/ PROPOSED BASEMENT 2 FLOOR PLAN  
 CLIENT/ METROBUILD PTY LTD  
 JOB NUMBER/ 2009  
 REVISION/ D  
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**Proposed basement 1**  
scale 1:250 @A3

car parking space legend

- reserved for disabled parking
- car share for retail & office tenants
- retail/customer parking spaces
- shared parking spaces (retail & office tenants)
- office tenant parking

Note:  
Columns to be located outside area to be kept clear as specified in Figure 5.2 of AS2890.1:2004

- dashed line of title boundary
- dashed line of approved external envelope on planning permit No. : 0941/16
- dashed line of approved balcony envelope on planning permit No. : 0941/16

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PROJECT/

PROPOSED NEW COMMERCIAL OFFICE BUILDING  
387-403 MALVERN ROAD SOUTH YARRA

DRAWING/

PROPOSED BASEMENT 1 FLOOR PLAN

CLIENT/

METROBUILD PTY LTD

DATE/

20/04/2021

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JOB NUMBER/

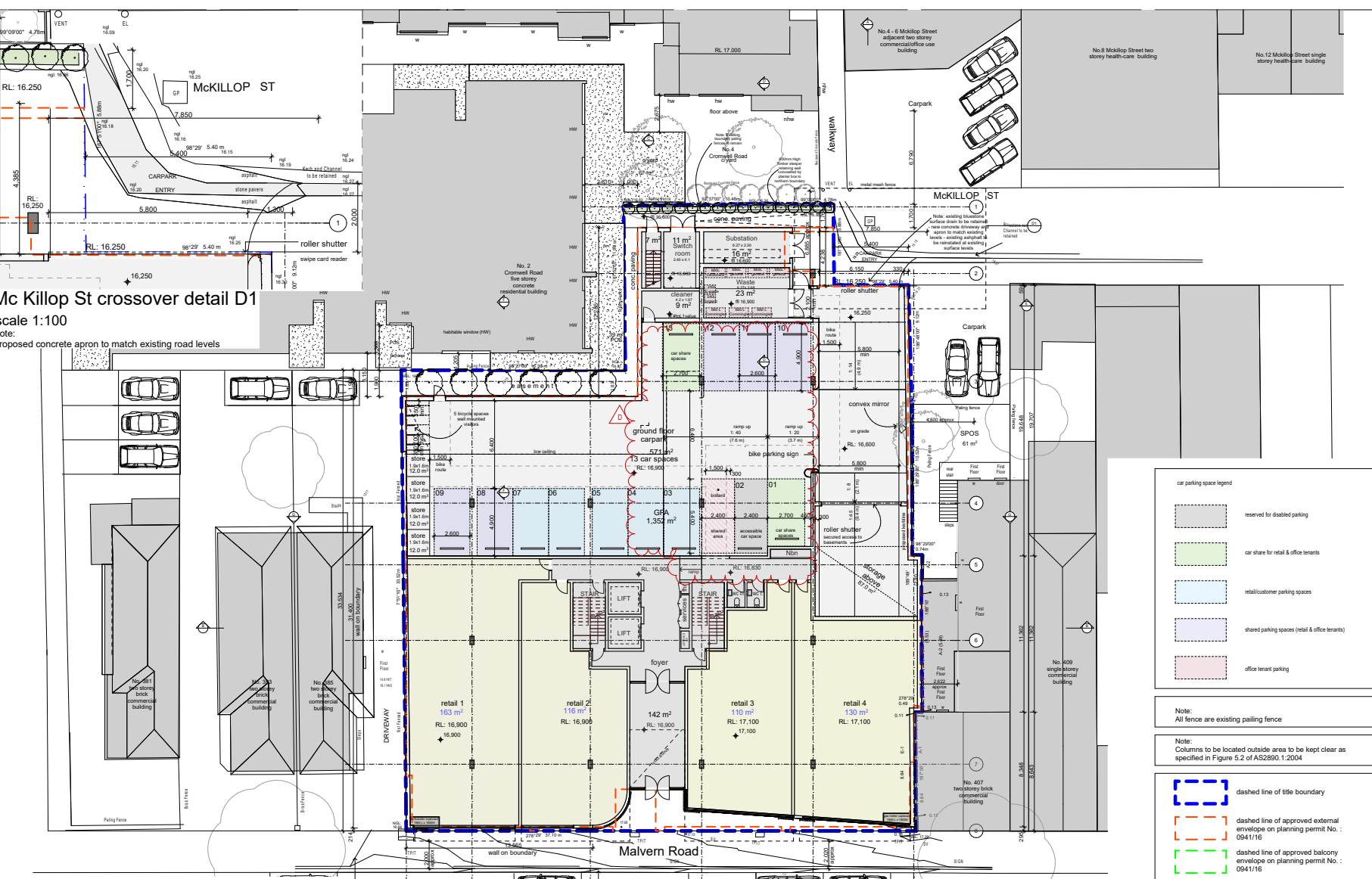
2009

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**Proposed ground floor plan**  
scale 1:250 @A3

**car parking space legend**

- reserved for disabled parking
- car share for retail & office tenants
- retail/customer parking spaces
- shared parking spaces (retail & office tenants)
- office tenant parking

Note:  
All fence are existing paling fence

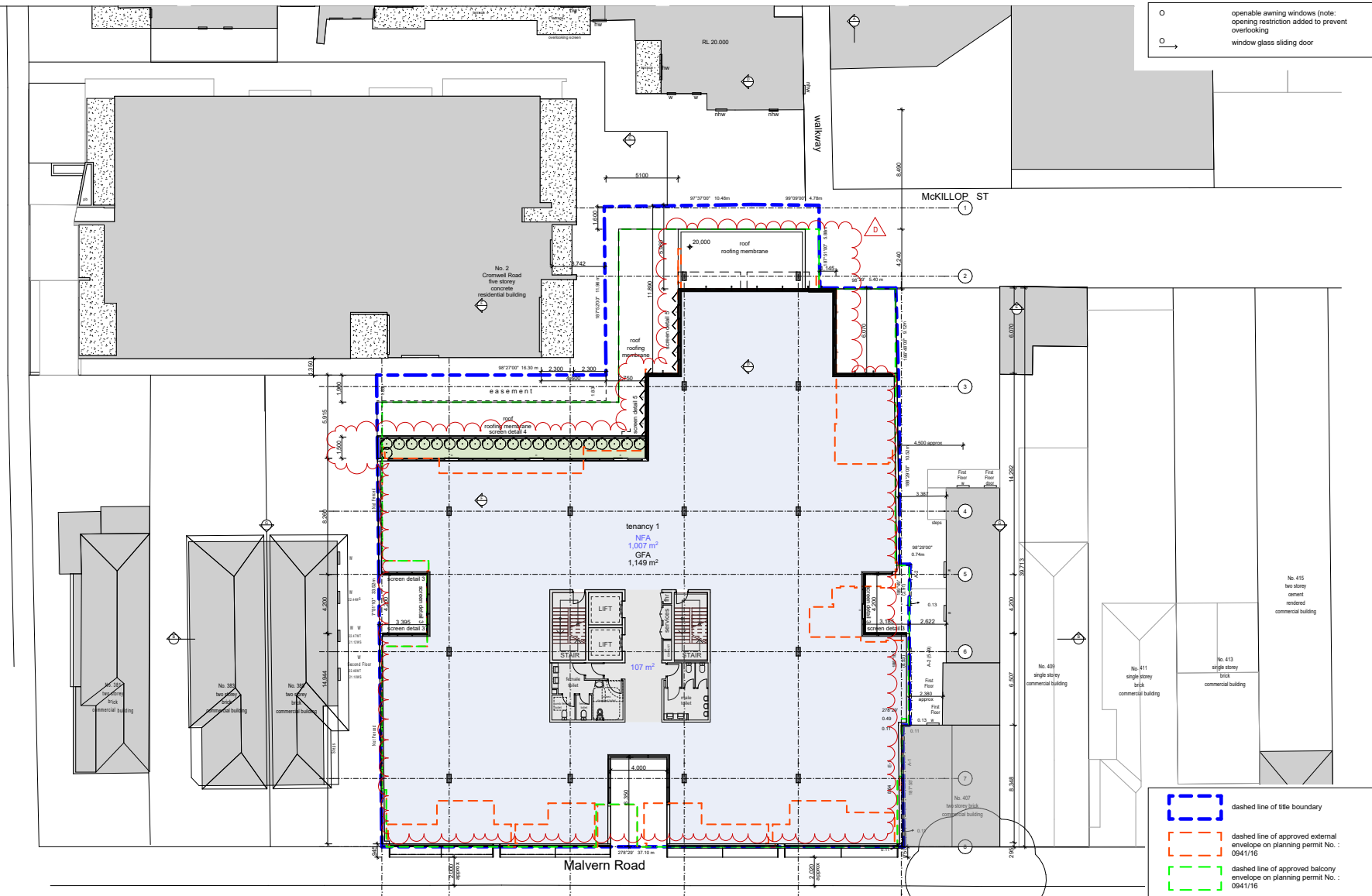
Note:  
Columns to be located outside area to be kept clear as specified in Figure 5.2 of AS2890.1:2004

- dashed line of title boundary
- dashed line of approved external envelope on planning permit No. : 0941/16
- dashed line of approved balcony envelope on planning permit No. : 0941/16

PROJECT/	PROPOSED NEW COMMERCIAL OFFICE BUILDING 387-403 MALVERN ROAD SOUTH YARRA	DRAWING/	PROPOSED GROUND FLOOR PLAN	CLIENT/	METROBUILD PTY LTD	DATE/	20/04/2021	JAM ARCHITECTS PTY LTD	JOB NUMBER/	2009
			Rev D - 20.04.21 Revised ramp layout			SCALE/		JAM ARCHITECTS PTY LTD LEVEL 2 7 HOWARD STREET RICHMOND VICTORIA 3121 AUSTRALIA	REVISION/	D

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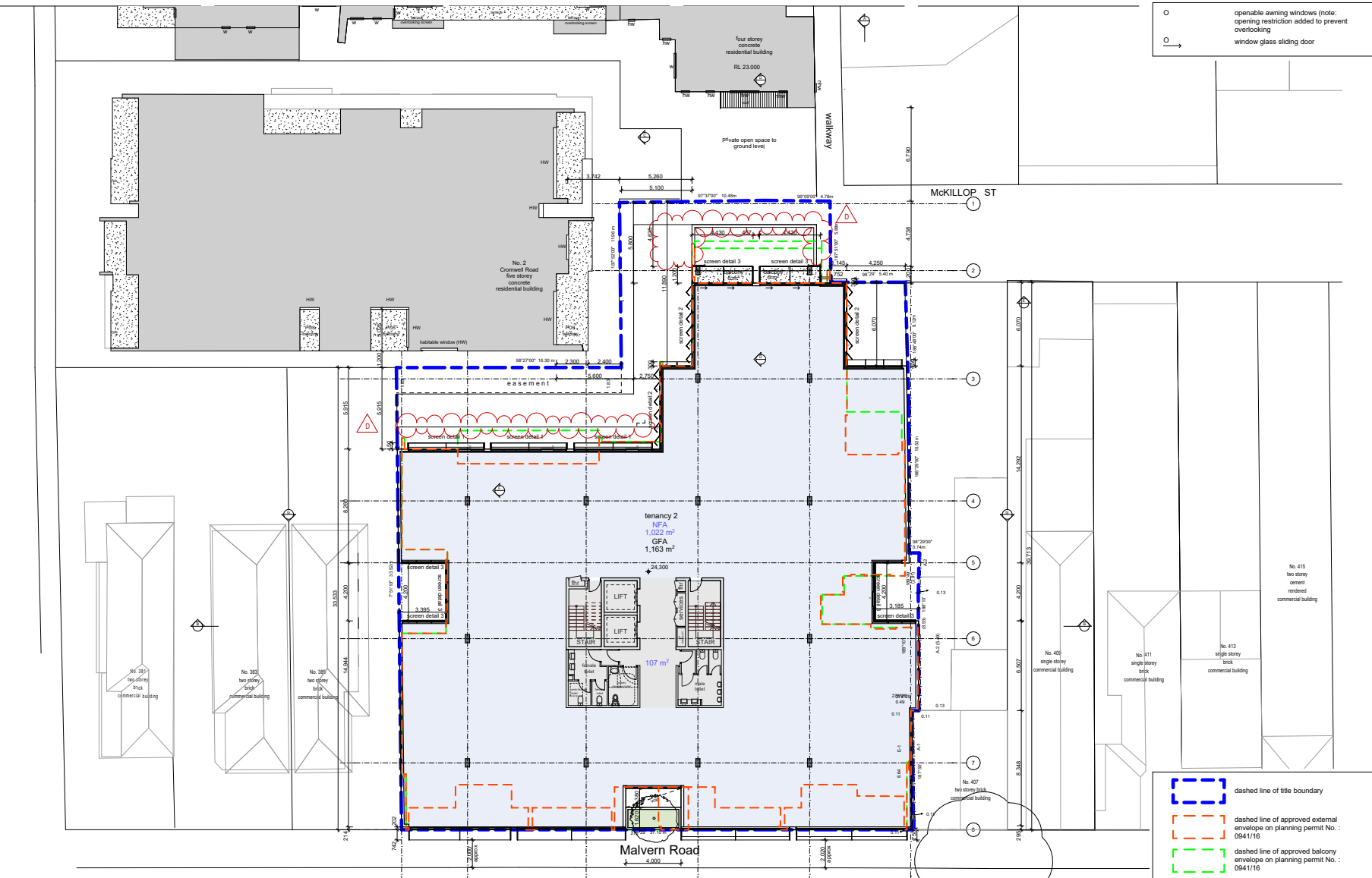


**Proposed first floor plan**  
scale 1:250 @A3

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 REVISION/ D  
**TP11**

PROJECT/	PROPOSED NEW COMMERCIAL OFFICE BUILDING 387-403 MALVERN ROAD SOUTH YARRA	DRAWING/	PROPOSED FIRST FLOOR PLAN	CLIENT/	METROBUILD PTY LTD	DATE/ SCALE/ STATUS/	20/04/2021	JAM ARCHITECTS PTY LTD LEVEL 2 7 HOWARD STREET RICHMOND VICTORIA 3121 AUSTRALIA	JOB NUMBER/ 2009 REVISION/ D
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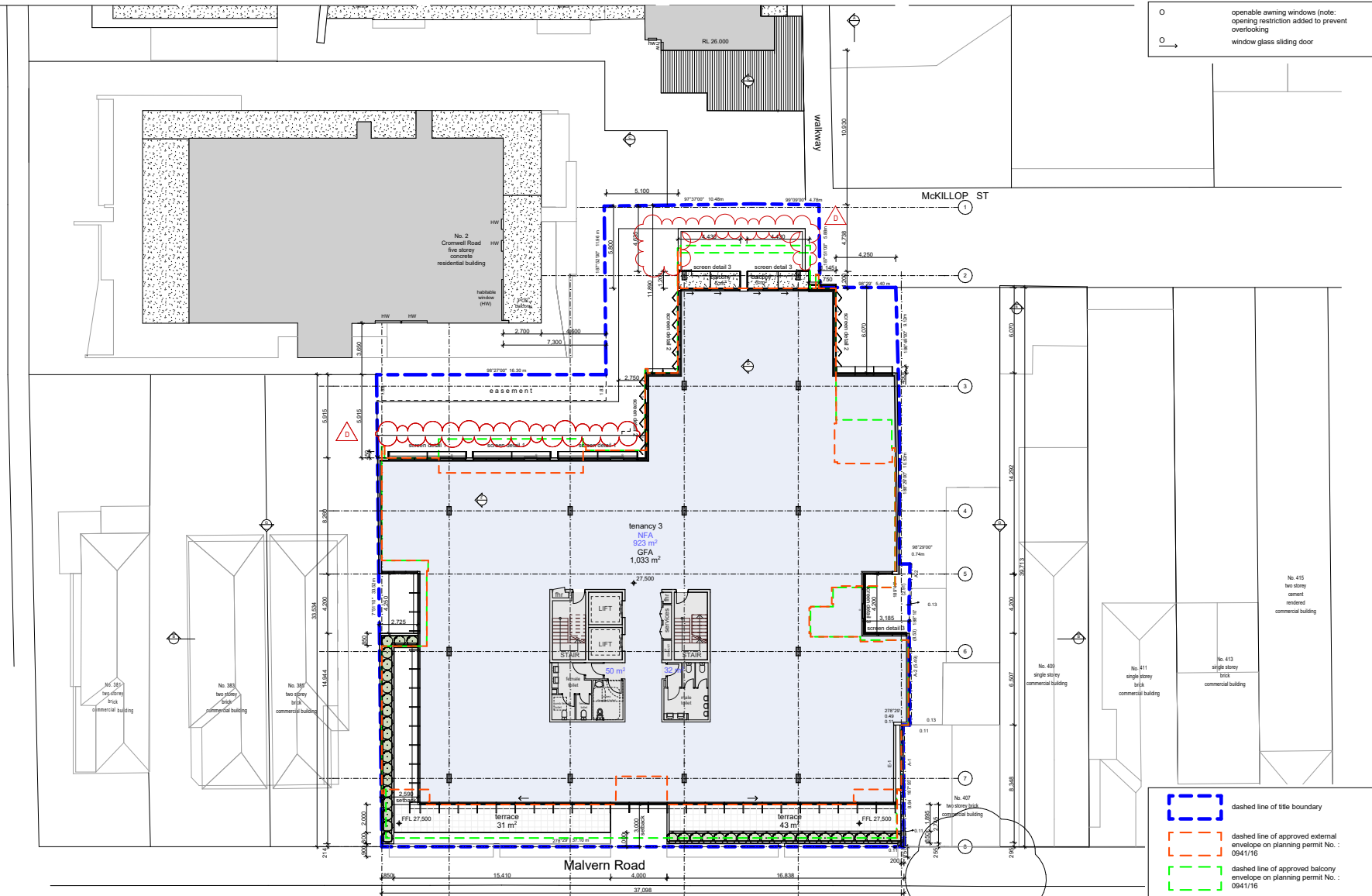
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**Proposed second floor plan**  
scale 1:250 @A3

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**Proposed third floor plan**  
scale 1:250 @A3

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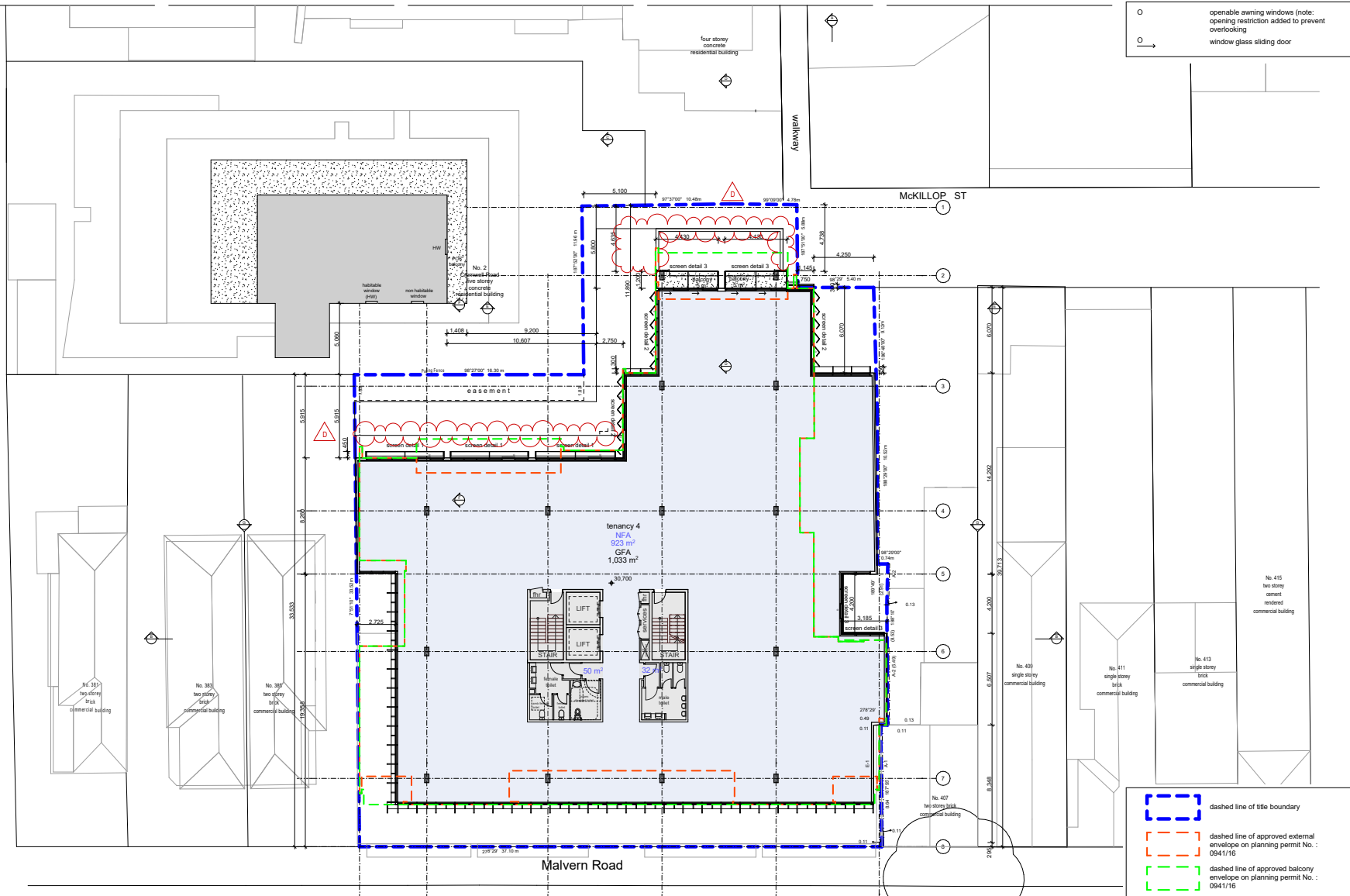
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**Proposed fourth floor plan**  
scale 1:250 @A3

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387-403 MALVERN ROAD, SOUTH YARRA

DRAWING/ PROPOSED FOURTH FLOOR PLAN

CLIENT/ METROBUILD PTY LTD

DATE/ SCALE/ STATUS/ 20/04/2021

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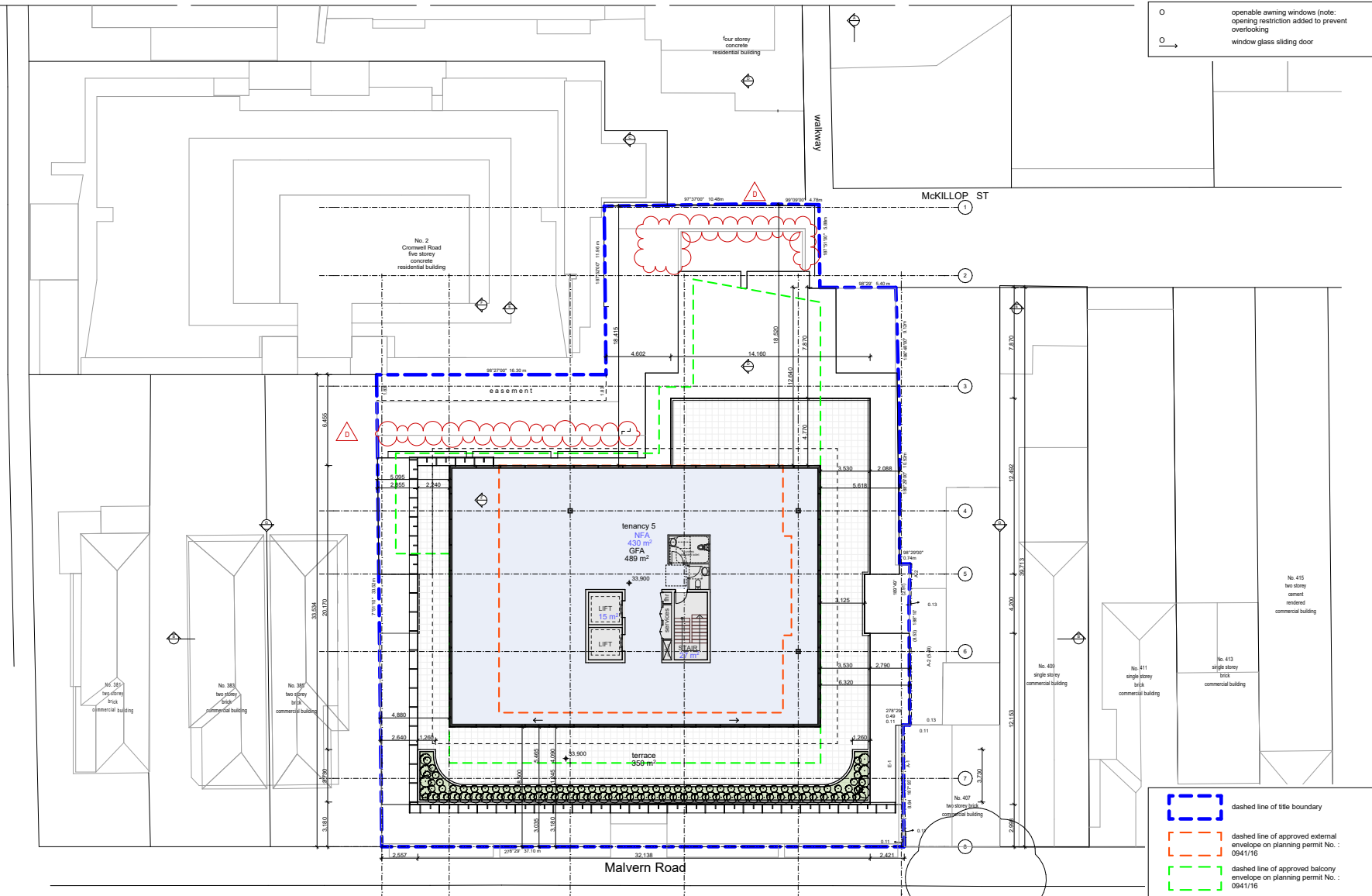
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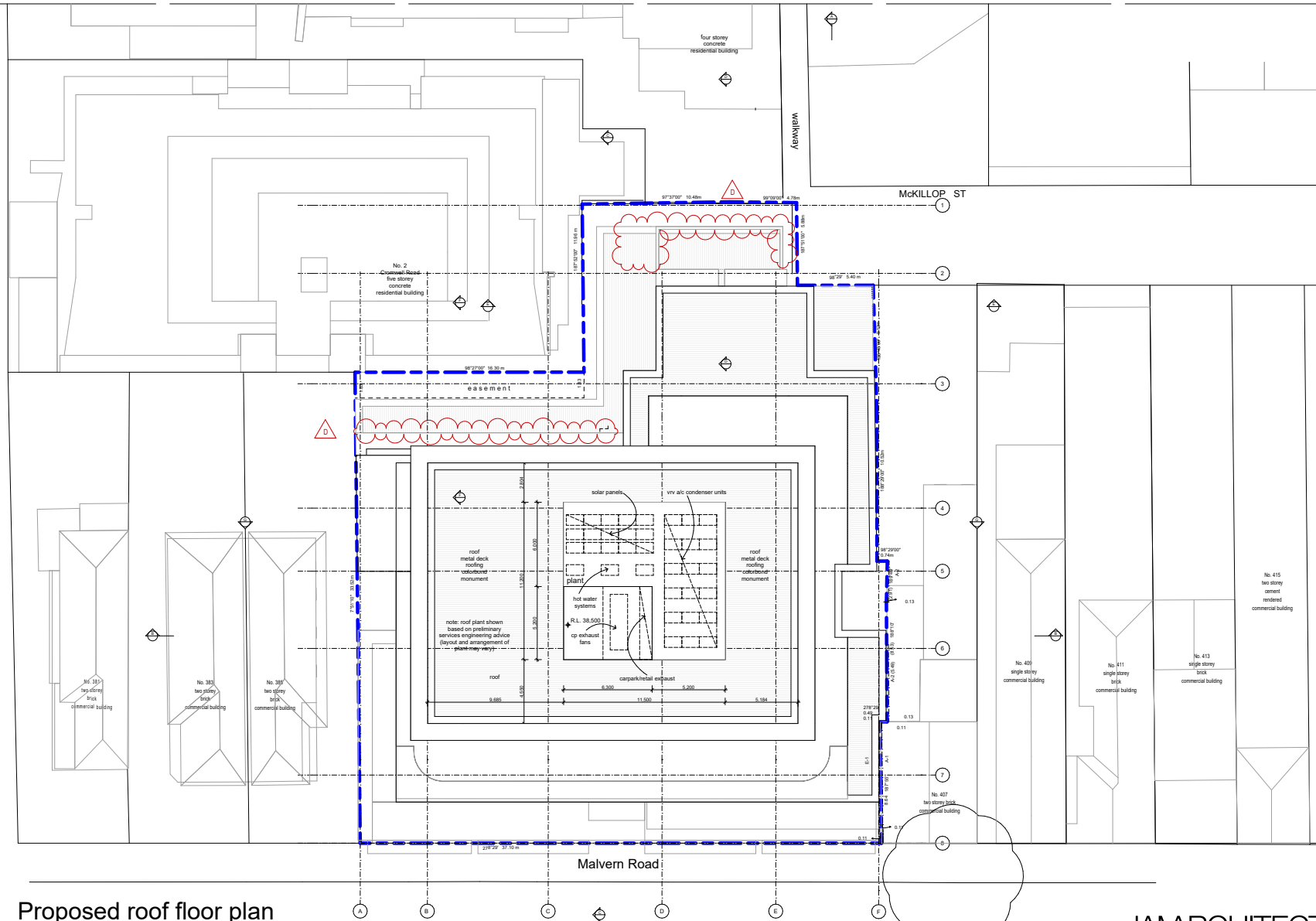


**Proposed fifth floor plan**  
scale 1:250 @A3

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 TP15

PROJECT/	PROPOSED NEW COMMERCIAL OFFICE BUILDING 387-403 MALVERN ROAD SOUTH YARRA	DRAWING/	PROPOSED FIFTH FLOOR	CLIENT/	METROBUILD PTY LTD	DATE/ SCALE/ STATUS/	20/04/2021	JAM ARCHITECTS PTY LTD LEVEL 2 7 HOWARD STREET RICHMOND VICTORIA 3121 AUSTRALIA
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**Proposed roof floor plan**  
scale 1:250 @A3

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PROJECT/ PROPOSED NEW COMMERCIAL OFFICE BUILDING  
387-403 MALVERN ROAD, SOUTH YARRA

DRAWING/ PROPOSED ROOF FLOOR PLAN

CLIENT/

METROBUILD PTY LTD

DATE/ 20/04/2021  
SCALE/  
STATUS/

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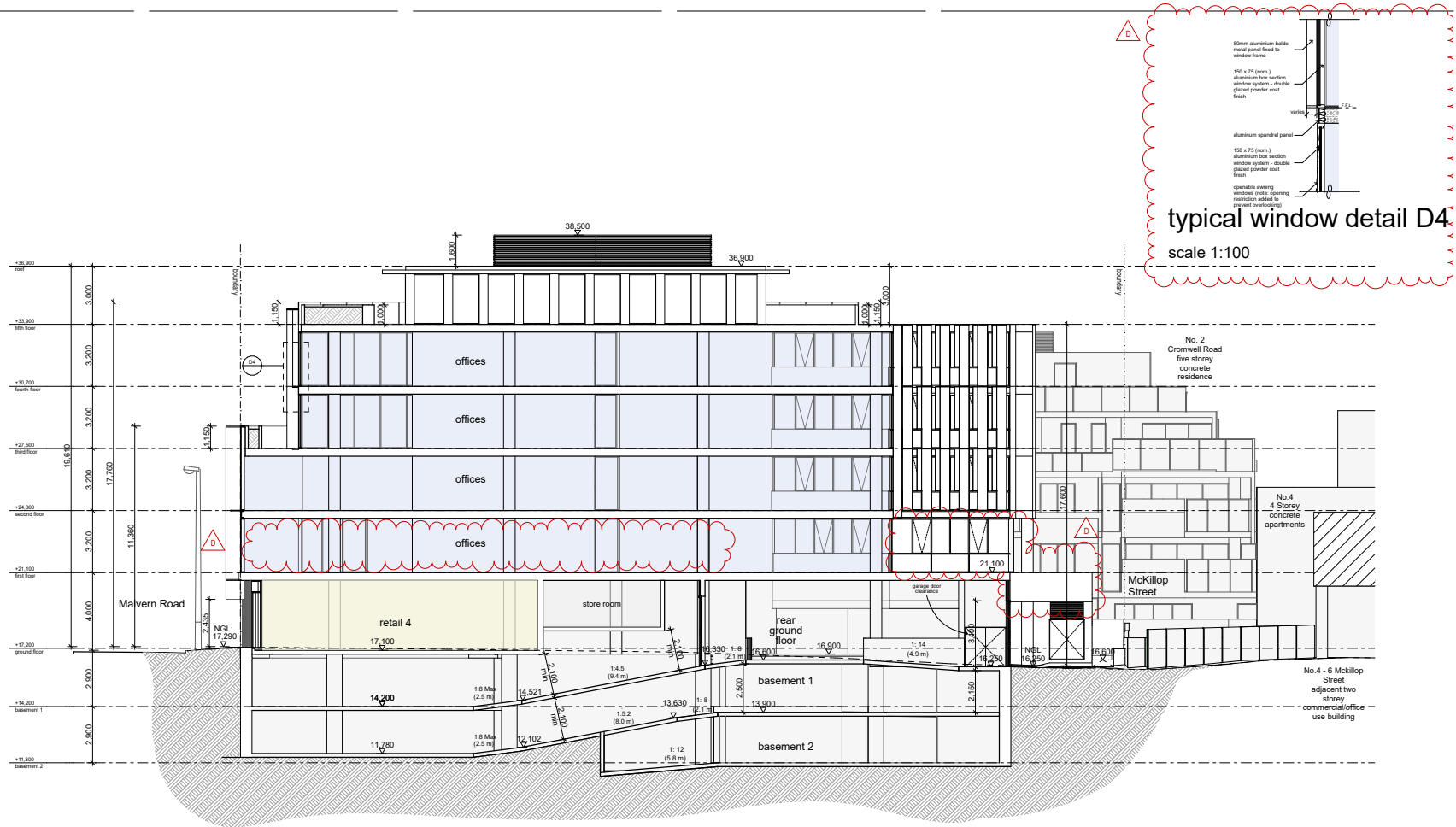
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Section A- A  
scale 1:200

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PROJECT/ PROPOSED NEW COMMERCIAL OFFICE BUILDING  
387-403 MALVERN ROAD SOUTH YARRA

DRAWING/ SECTION A - A

CLIENT/ METROBUILD PTY LTD

DATE/ 20/04/2021

SCALE/ STATUS/

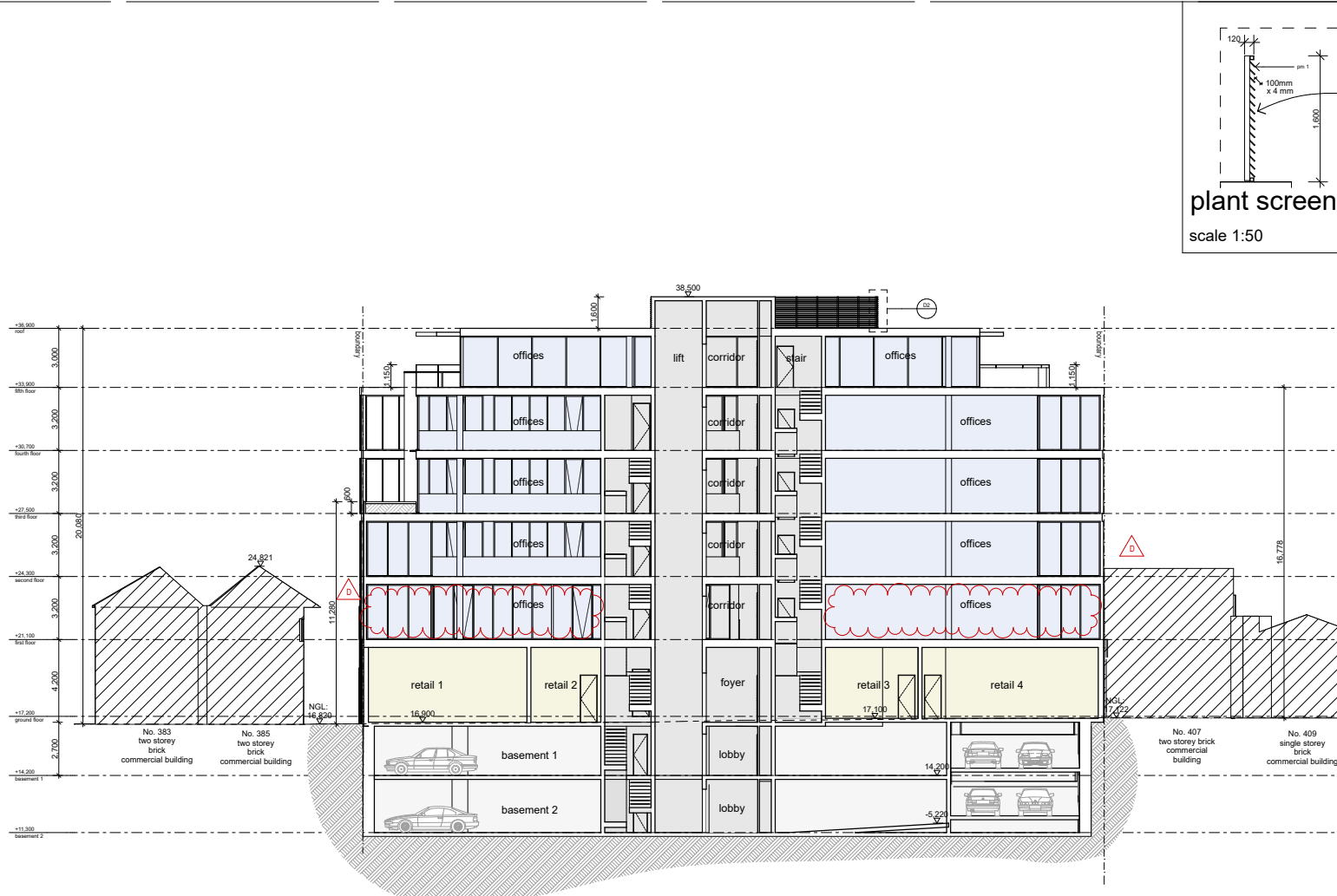
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Section B - B  
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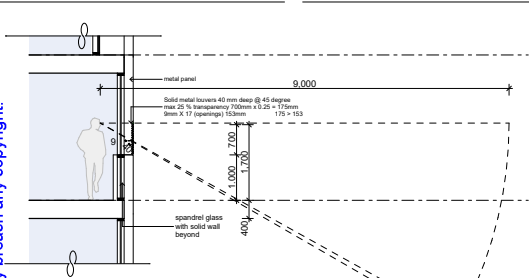
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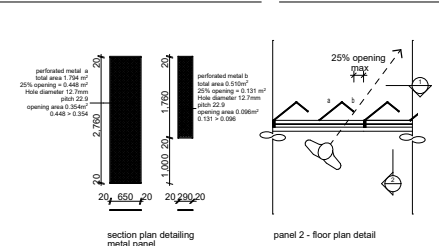
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Rev D - 20.04.21 Revised first floor internal layout							

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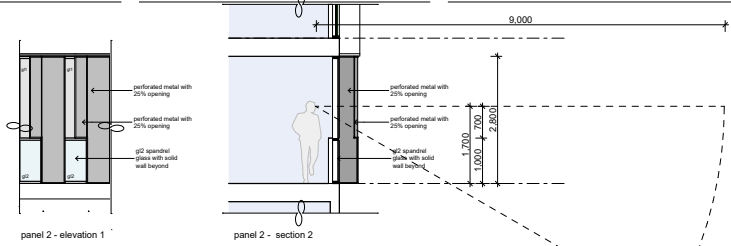
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scale 1:100



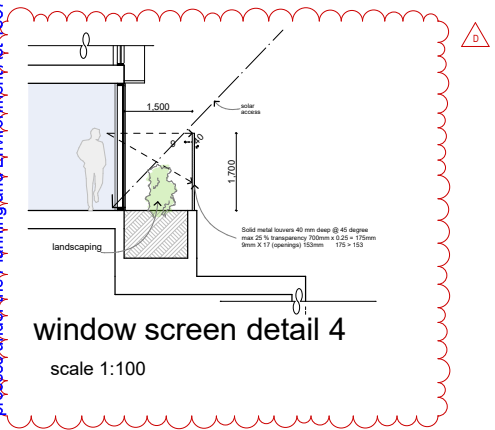
window screen detail 2

scale 1:100



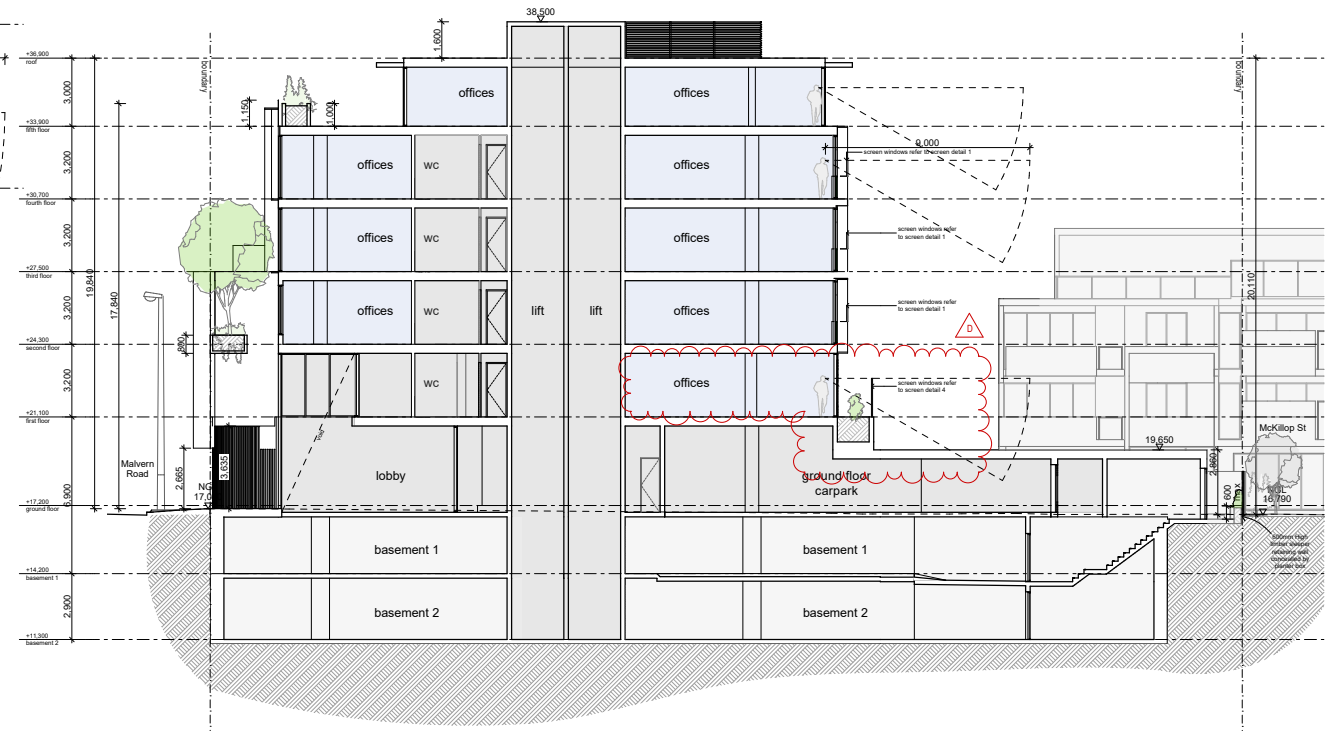
window screen detail 3

scale 1:100



window screen detail 4

scale 1:100



Section C - C

scale 1:200

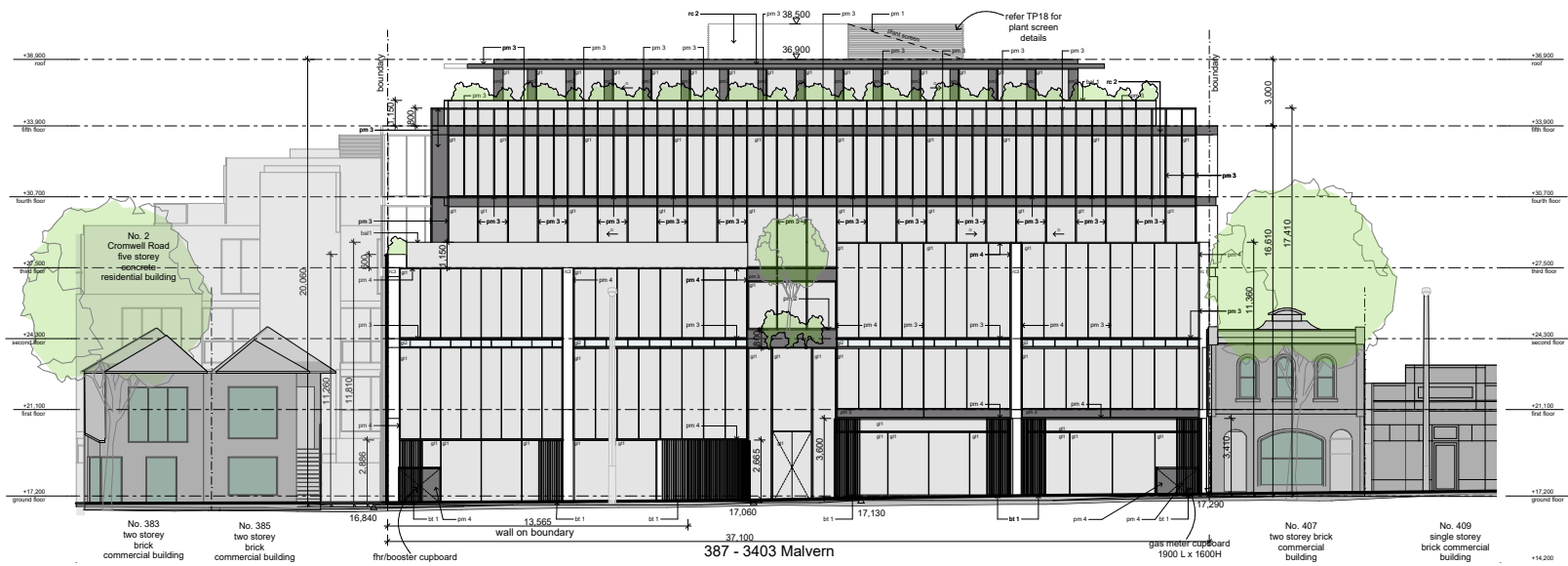
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Proposed south elevation

scale 1:200

- 101. screen panel datus based on similar
- 102. screen panel datus based on similar
- 103. screen panel datus based on similar
- 104. screen panel datus based on similar
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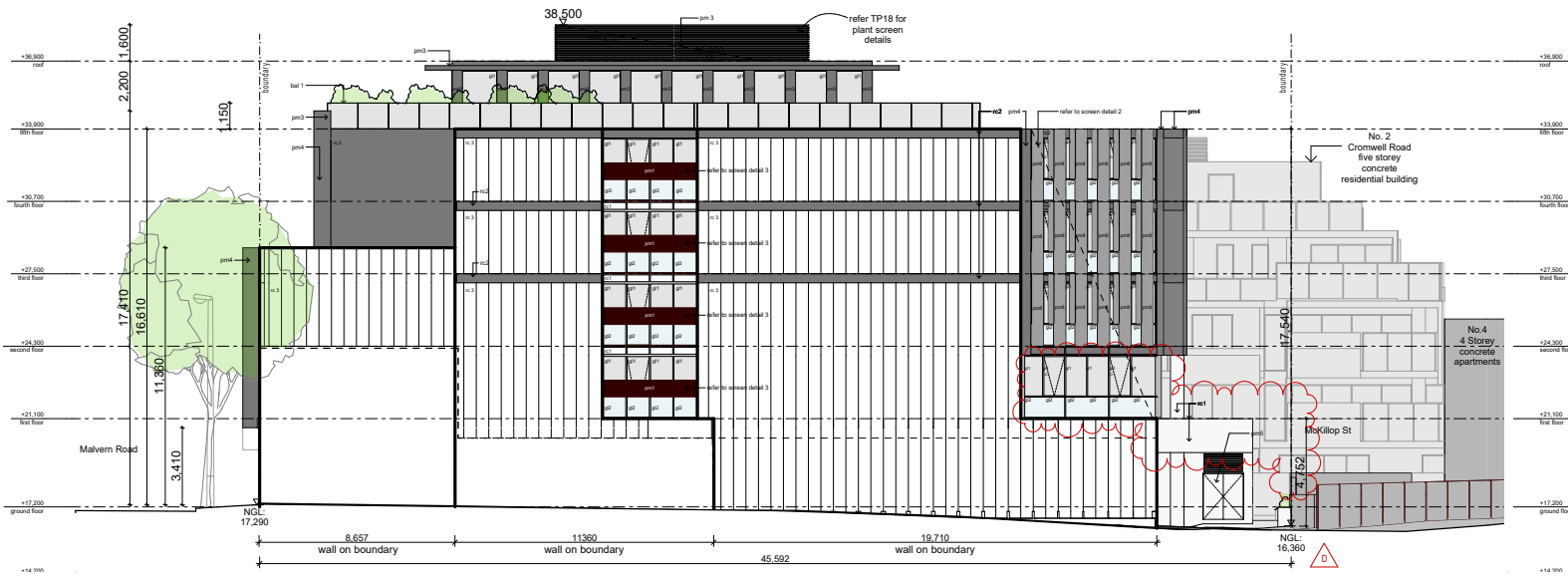
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PROJECT/	PROPOSED NEW COMMERCIAL OFFICE BUILDING 387-403 MALVERN ROAD SOUTH YARRA	DRAWING/	SOUTH ELEVATION	CLIENT/	METROBUILD PTY LTD	DATE/ SCALE/ STATUS/	20/04/2021	JAM ARCHITECTS PTY LTD LEVEL 2 7 HOWARD STREET RICHMOND VICTORIA 3121 AUSTRALIA	JOB NUMBER/ REVISION/	2009 D
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Proposed east elevation

scale 1:200

- 1. aluminium framing system (refer operating mechanism added to privacy screen)
- 2. aluminium glass sliding door
- 3. screen panel (aluminium base) refer to screen detail
- 4. screen base, metal panel (aluminium base) or similar
- 5. metal panel (aluminium base) or similar
- 6. metal panel (aluminium base) or similar
- 7. metal panel (aluminium base) or similar
- 8. screen panel (aluminium base) refer to screen detail
- 9. screen panel (aluminium base) or similar (transparency 25% max)
- 10. screen panel (aluminium base) or similar (transparency 25% max)
- 11. aluminium base (powdercoated alu base) or similar (TBC)
- 12. screen base (aluminium base) or similar (TBC)
- 13. screen base (aluminium base) or similar (TBC)
- 14. 1000 mm fire glass (transparency 25% max.) fixed glazing refer to screen detail
- 15. glass balustrade 1
- 16. glass balustrade 2
- 17. glass balustrade 3
- 18. glass balustrade 4
- 19. glass balustrade 5
- 20. glass balustrade 6
- 21. glass balustrade 7
- 22. glass balustrade 8
- 23. glass balustrade 9
- 24. glass balustrade 10
- 25. glass balustrade 11
- 26. glass balustrade 12
- 27. glass balustrade 13
- 28. glass balustrade 14
- 29. glass balustrade 15
- 30. glass balustrade 16
- 31. glass balustrade 17
- 32. glass balustrade 18
- 33. glass balustrade 19
- 34. glass balustrade 20
- 35. glass balustrade 21
- 36. glass balustrade 22
- 37. glass balustrade 23
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- 39. glass balustrade 25
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- 108. glass balustrade 94
- 109. glass balustrade 95
- 110. glass balustrade 96
- 111. glass balustrade 97
- 112. glass balustrade 98
- 113. glass balustrade 99
- 114. glass balustrade 100

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PROJECT/	PROPOSED NEW COMMERCIAL OFFICE BUILDING 387-403 MALVERN ROAD SOUTH YARRA	DRAWING/	EAST ELEVATION	CLIENT/	METROBUILD PTY LTD	DATE/	20/04/2021	JAM ARCHITECTS PTY LTD LEVEL 2 7 HOWARD STREET RICHMOND VICTORIA 3121 AUSTRALIA	JOB NUMBER/	2009	REVISION/	D
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Proposed north elevation

scale 1:200

- 1. operable window (refer opening restriction added to permit)
- 2. window blind (refer detail)
- 3. screen panel (refer detail)
- 4. screen panel (refer detail)
- 5. screen panel (refer detail)
- 6. screen panel (refer detail)
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- 95. screen panel (refer detail)
- 96. screen panel (refer detail)
- 97. screen panel (refer detail)
- 98. screen panel (refer detail)
- 99. screen panel (refer detail)
- 100. screen panel (refer detail)



PROJECT/	PROPOSED NEW COMMERCIAL OFFICE BUILDING 387-403 MALVERN ROAD SOUTH YARRA	DRAWING/	NORTH ELEVATION	CLIENT/	METROBUILD PTY LTD	DATE/	20/04/2021	JAM ARCHITECTS PTY LTD	JOB NUMBER/	2009
						SCALE/		LEVEL 2	REVISION/	D
						STATUS/		7 HOWARD STREET RICHMOND VICTORIA 3121 AUSTRALIA		

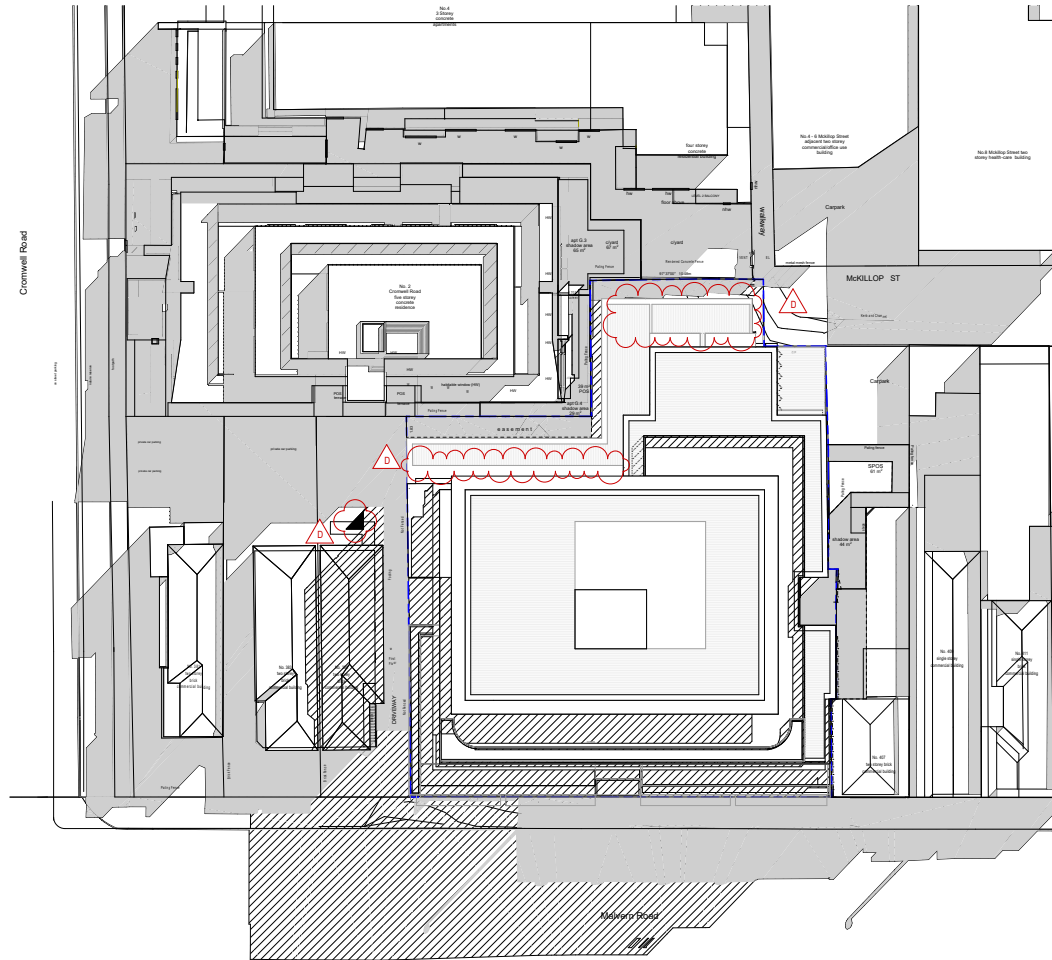
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**Legend**

-  existing shadows
-  proposed shadows



 **proposed shadow diagram 9.00 am - 22 september**  
scale 1:400

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**PROJECT/** PROPOSED NEW COMMERCIAL OFFICE BUILDING  
387-403 MALVERN ROAD SOUTH YARRA

**DRAWING/** SHADOW DIAGRAMS  
Rev D - 20.04.21 Revised privacy screens

**CLIENT/** METROBUILD PTY LTD

**DATE/** 20/04/2021

**SCALE/** 1:400  
**STATUS/**

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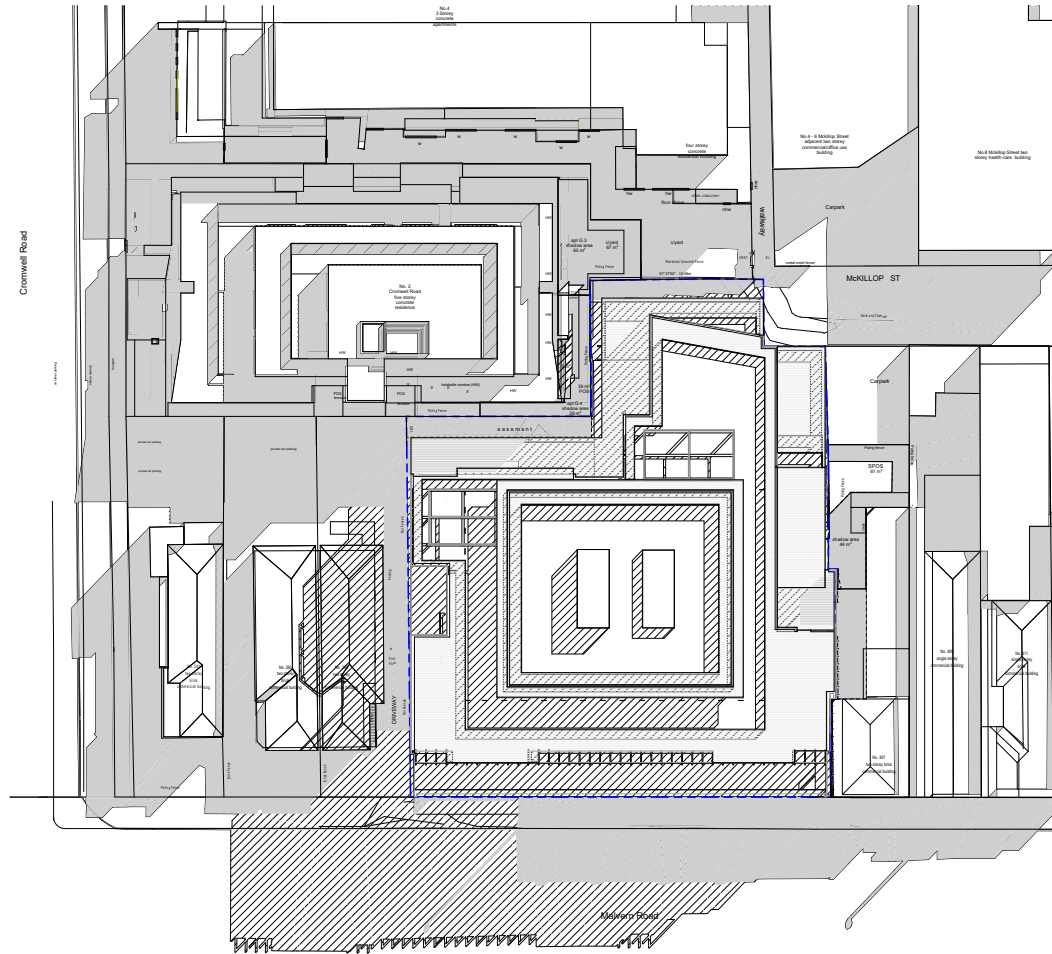
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**Legend**

- existing shadows
- PL No: 0941/16 - 1 approved development shadows

shadow by the approved development diagram 9.00 am - 22 september  
scale 1:400

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**PROJECT/** PROPOSED NEW COMMERCIAL OFFICE BUILDING  
387-403 MALVERN ROAD SOUTH YARRA

**DRAWING/** APPROVED DEVELOPMENT SHADOW DIAGRAMS

**CLIENT/**

METROBUILD PTY LTD

**DATE/** 20/04/2021  
**SCALE/**  
**STATUS/**

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**REVISION/** A



**TP24A**

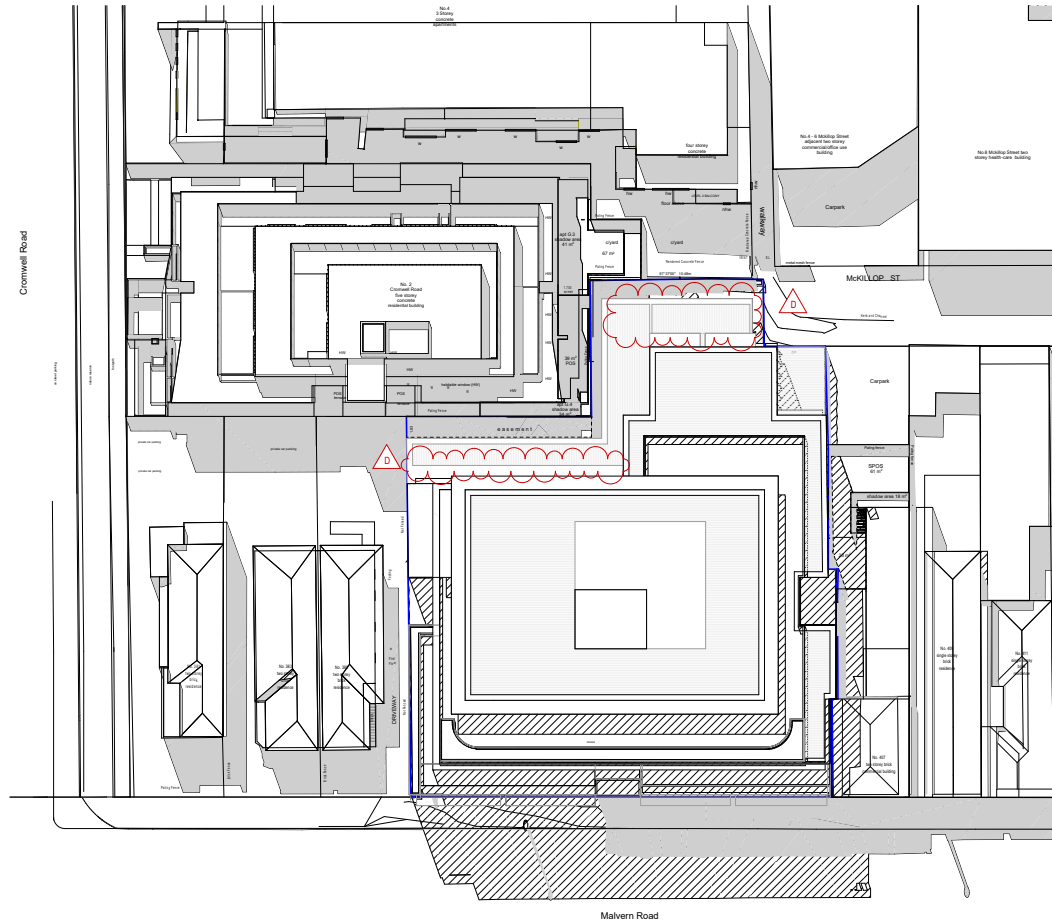
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**Legend**

-  existing shadows
-  proposed shadows



 **proposed shadow diagram 12.00 pm - 22 september**  
scale 1:400

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**PROJECT/** PROPOSED NEW COMMERCIAL OFFICE BUILDING  
387-403 MALVERN ROAD SOUTH YARRA

**DRAWING/** SHADOW DIAGRAMS  
Rev D - 20.04.21 Revised privacy screens

**CLIENT/** METROBUILD PTY LTD

**DATE/** 20/04/2021  
**SCALE/**  
**STATUS/**

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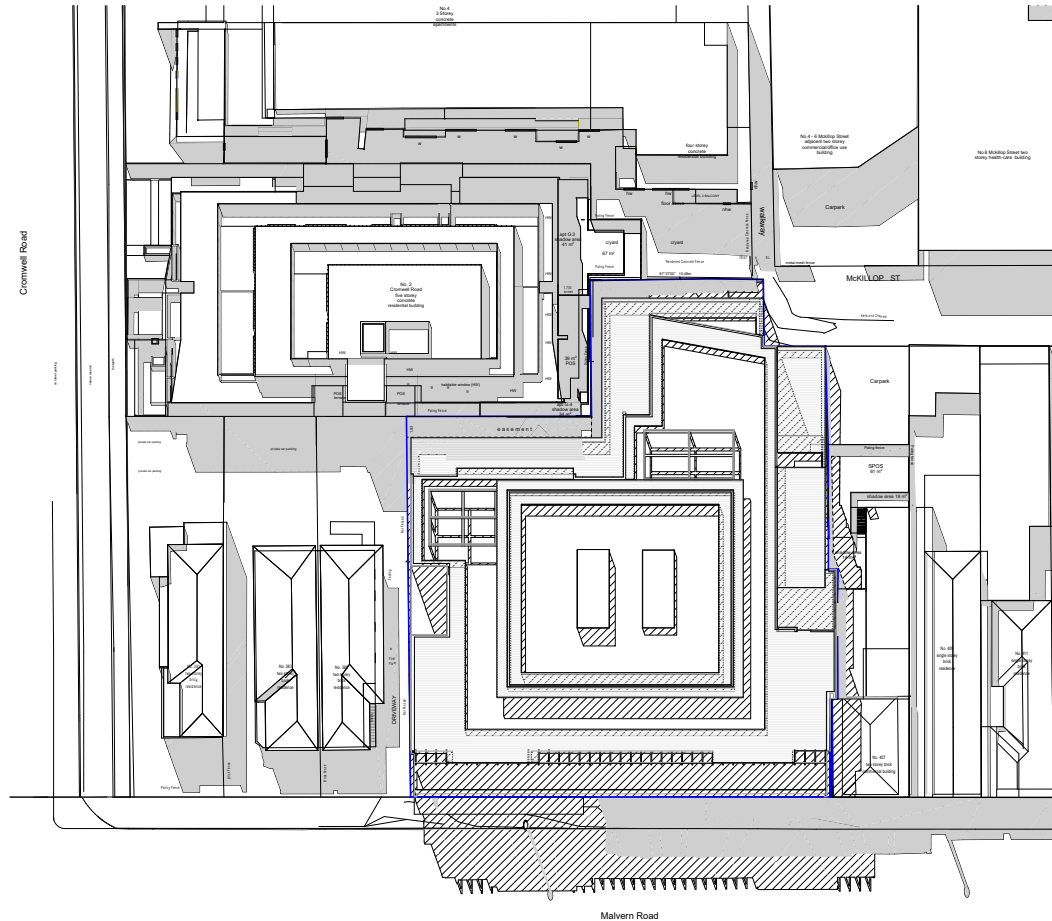
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**Legend**

- existing shadows
- PL No: 0941/16 - 1 approved development shadows

shadow by the approved development diagram 12.00 pm - 22 september  
scale 1:400

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387-403 MALVERN ROAD SOUTH YARRA

**DRAWING/** APPROVED DEVELOPMENT SHADOW DIAGRAMS

**CLIENT/**

METROBUILD PTY LTD

**DATE/**  
**SCALE/**  
**STATUS/**

20/04/2021

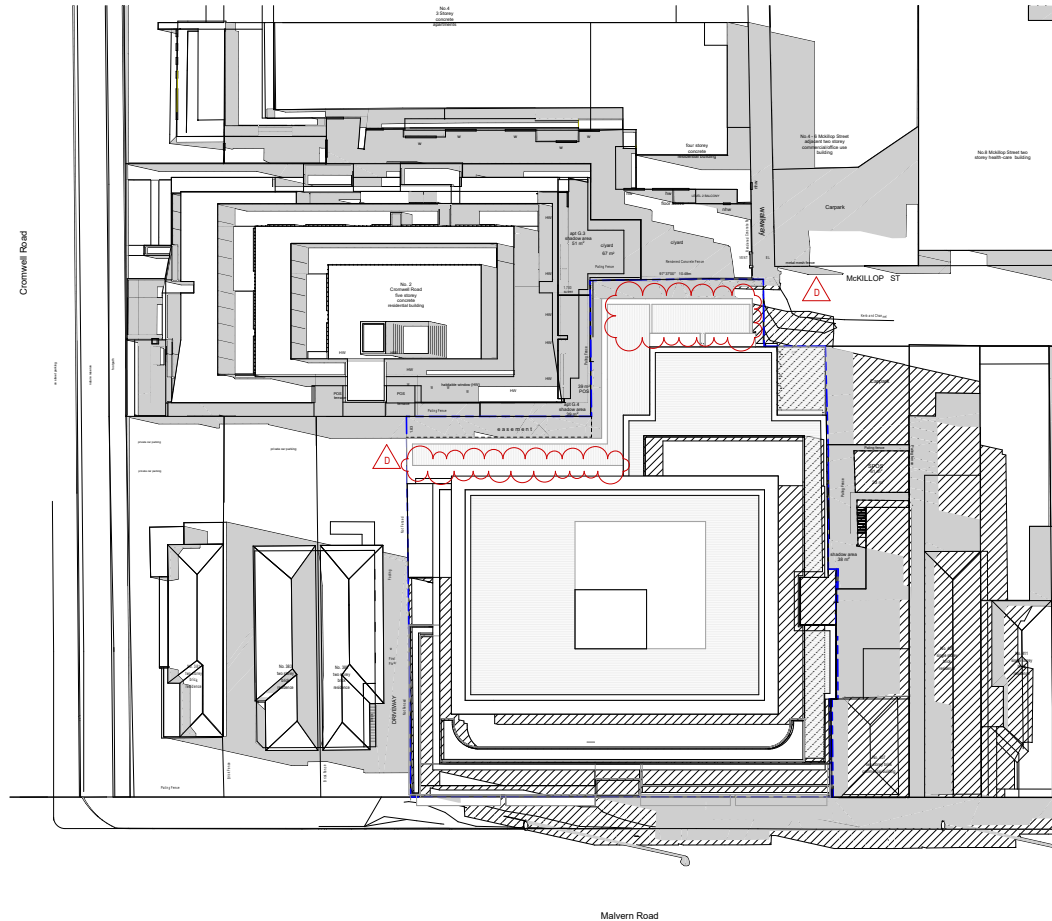
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**Legend**

- existing shadows
- proposed shadows

**proposed shadow diagram 3.00 pm - 22 september**  
scale 1:400

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**PROJECT/** PROPOSED NEW COMMERCIAL OFFICE BUILDING  
387-403 MALVERN ROAD SOUTH YARRA

**DRAWING/** SHADOW DIAGRAMS  
Rev D - 20.04.21 Revised privacy screens

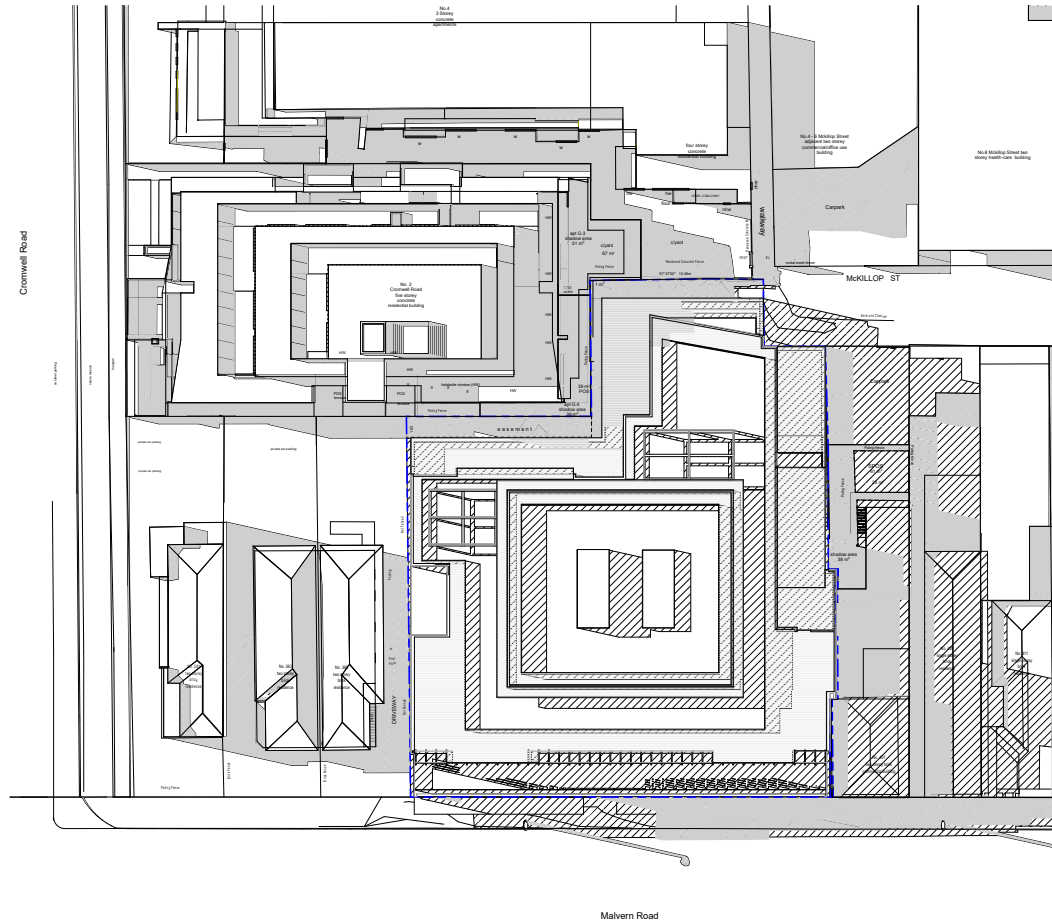
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**DATE/** 20/04/2021  
**SCALE/**  
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**Legend**

- existing shadows
- PL No: 0941/16 - 1 approved development shadows

shadow by the approved development diagram 3.00 pm - 22 september  
scale 1:400

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**PROJECT/** PROPOSED NEW COMMERCIAL OFFICE BUILDING  
387-403 MALVERN ROAD SOUTH YARRA

**DRAWING/** APPROVED DEVELOPMENT SHADOW DIAGRAMS

**CLIENT/**

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	existing secluded open space area	existing shadows	approved development shadows	proposed shadows	comparison approved and proposed shadows
No. 2 Cromwell Road apt. G.3	67m <sup>2</sup>	65 m <sup>2</sup>	65 m <sup>2</sup>	65 m <sup>2</sup>	0 m <sup>2</sup>
No. 2 Cromwell Road apt. G.4	39 m <sup>2</sup>	29 m <sup>2</sup>	34 m <sup>2</sup>	29 m <sup>2</sup>	-5 m <sup>2</sup>
No. 407 Malvern Road	61 m <sup>2</sup>	44 m <sup>2</sup>	44 m <sup>2</sup>	44 m <sup>2</sup>	0 m <sup>2</sup>
No. 385 Malvern Road	carpark area. no private secluded open space area	0 m <sup>2</sup>	0 m <sup>2</sup>	0 m <sup>2</sup>	0 m <sup>2</sup>

9.00 am shadow diagram summary

	existing secluded open space area	existing shadows	approved development shadows	proposed shadows	comparison approved and proposed shadows
No. 2 Cromwell Road apt. G.3	67 m <sup>2</sup>	41 m <sup>2</sup>	41 m <sup>2</sup>	41 m <sup>2</sup>	0 m <sup>2</sup>
No. 2 Cromwell Road apt. G.4	39 m <sup>2</sup>	34 m <sup>2</sup>	34 m <sup>2</sup>	34 m <sup>2</sup>	0 m <sup>2</sup>
No. 407 Malvern Road	61 m <sup>2</sup>	18 m <sup>2</sup>	32 m <sup>2</sup>	41 m <sup>2</sup>	+ 9 m <sup>2</sup>
No. 385 Malvern Road	carpark area. no private secluded open space area	0 m <sup>2</sup>	0 m <sup>2</sup>	0 m <sup>2</sup>	0m <sup>2</sup>

12.00 pm shadow diagram summary

	existing secluded open space area	existing shadows	approved development shadows	proposed shadows	comparison approved and proposed shadows
No. 2 Cromwell Road apt. G.3	67 m <sup>2</sup>	51 m <sup>2</sup>	51 m <sup>2</sup>	51 m <sup>2</sup>	0 m <sup>2</sup>
No. 2 Cromwell Road apt. G.4	39 m <sup>2</sup>	39 m <sup>2</sup>	39 m <sup>2</sup>	39 m <sup>2</sup>	0 m <sup>2</sup>
No. 407 Malvern Road	61 m <sup>2</sup>	38 m <sup>2</sup>	61 m <sup>2</sup>	61 m <sup>2</sup>	0 m <sup>2</sup>
No. 385 Malvern Road	carpark area. no private secluded open space area	0 m <sup>2</sup>	0 m <sup>2</sup>	0 m <sup>2</sup>	0m <sup>2</sup>

3.00 pm shadow diagram summary


shadow area summary

<b>PROJECT/</b> PROPOSED NEW COMMERCIAL OFFICE BUILDING 387-403 MALVERN ROAD SOUTH YARRA	<b>DRAWING/</b> SHADOW AREA SUMMARY	<b>CLIENT/</b> METROBUILD PTY LTD	<b>DATE/ SCALE/ STATUS/</b> 20/04/2021	<b>WITHOUT PREJUDICE</b>
---	-------------------------------------	-----------------------------------	--	--------------------------


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7 HOWARD STREET RICHMOND  
VICTORIA 3121 AUSTRALIA

**JAMARCHITECTS®**  
**JOB NUMBER/** 2009  
**REVISION/** A  
**TP26B**


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**pm1**  
louvre metal panel dulux basalt - 25 % opening




**pm2**  
planter box, metal panel dulux basalt or similar



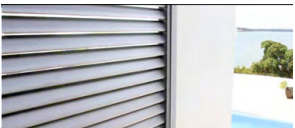
**pm3**  
metal panel dulux basalt tbc



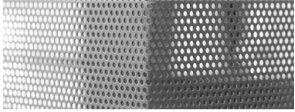
**pm4**  
metal panel dulux basalt or similar



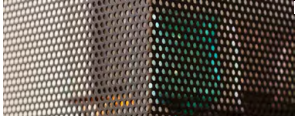
**pm5**  
metal panel dulux accord or similar




**pm6**  
louvre metal panel dulux accord - 25 % opening




**pm7**  
perforated metal panel dulux accord or similar 25 % opening




**pm8**  
perforated metal panel dulux basalt or similar 25 % opening




**bt1**  
metal battens dulux basalt tbc




**rc 1**  
Textured render finish - colour dulux accord or similar tbc




**rc 2**  
Textured render finish - colour dulux basalt or similar tbc




**rc 3**  
Natural Concrete - natural off-form concrete colour




**bal 1**  
glazed balustrade 1 - clear glass




**rc 3**  
off form concrete wall light grey rendered wall tbc similar




**roof**  
Colorbond matt metal roof sheets colour monument or similar



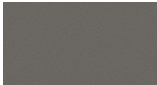
**gl1**  
viridian evantage bronze tinted glass







**gl2**  
viridian evantage bronze tinted glass with backing frit (opaque)



**gl3**  
viridian evantage bronze tinted glass with backing frit (opaque)



**Window Frames**  
aluminium windows frame dulux malay grey or similar tbc

**external finishes**

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**PROJECT/** PROPOSED NEW COMMERCIAL OFFICE BUILDING  
387-403 MALVERN ROAD SOUTH YARRA

**DRAWING/**  
Rev D - 20.04.21 Revised finishes

**MATERIAL FINISHES**

**CLIENT/**

**METROBUILD PTY LTD**

**DATE/ SCALE/ STATUS/**

20/04/2021

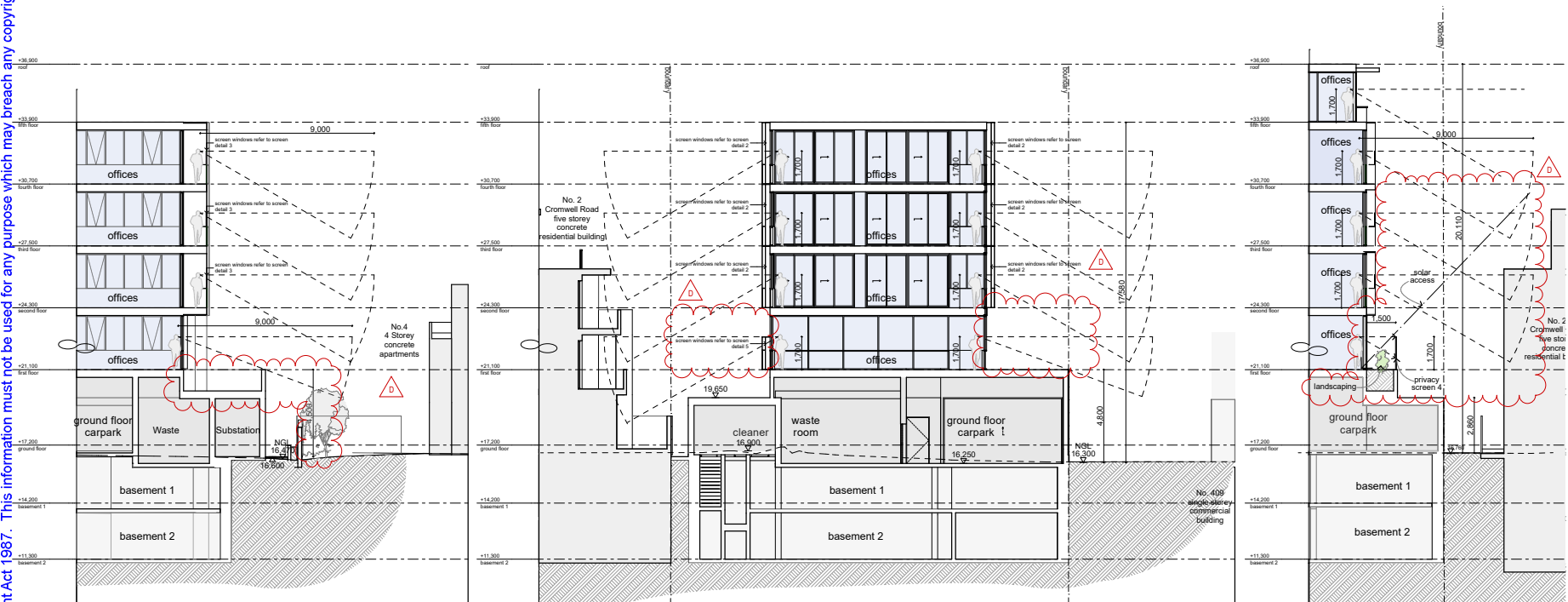
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**JOB NUMBER/** 2009  
**REVISION/** D

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**TP32**

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**Section D - D**  
scale 1:200

**Section E - E**  
scale 1:200

**Section F - F**  
scale 1:200

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PROJECT/ PROPOSED NEW COMMERCIAL OFFICE BUILDING  
387-403 MALVERN ROAD SOUTH YARRA

DRAWING/ SECTIONS D, E AND F

Rev D - 20.04.21 Revised privacy screens

CLIENT/

METROBUILD PTY LTD

DATE/  
SCALE/  
STATUS/

15/04/2021

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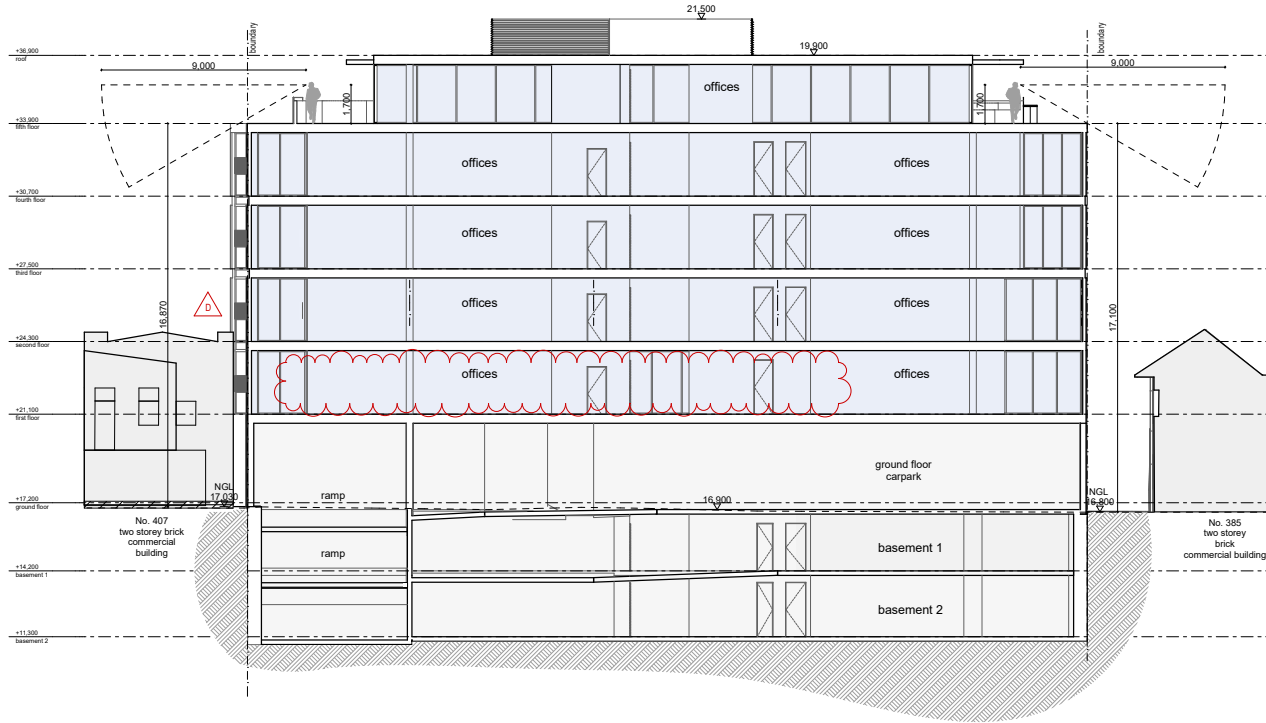
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REVISION/ D

TP33



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Section G - G  
scale 1:200

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PROJECT/ PROPOSED NEW COMMERCIAL OFFICE BUILDING  
387-403 MALVERN ROAD SOUTH YARRA

DRAWING/ SECTION G  
Rev D - 20.04.21 Revised first floor internal layout

CLIENT/ METROBUILD PTY LTD

DATE/ 20/04/2021

SCALE/ STATUS/

WITHOUT PREJUDICE

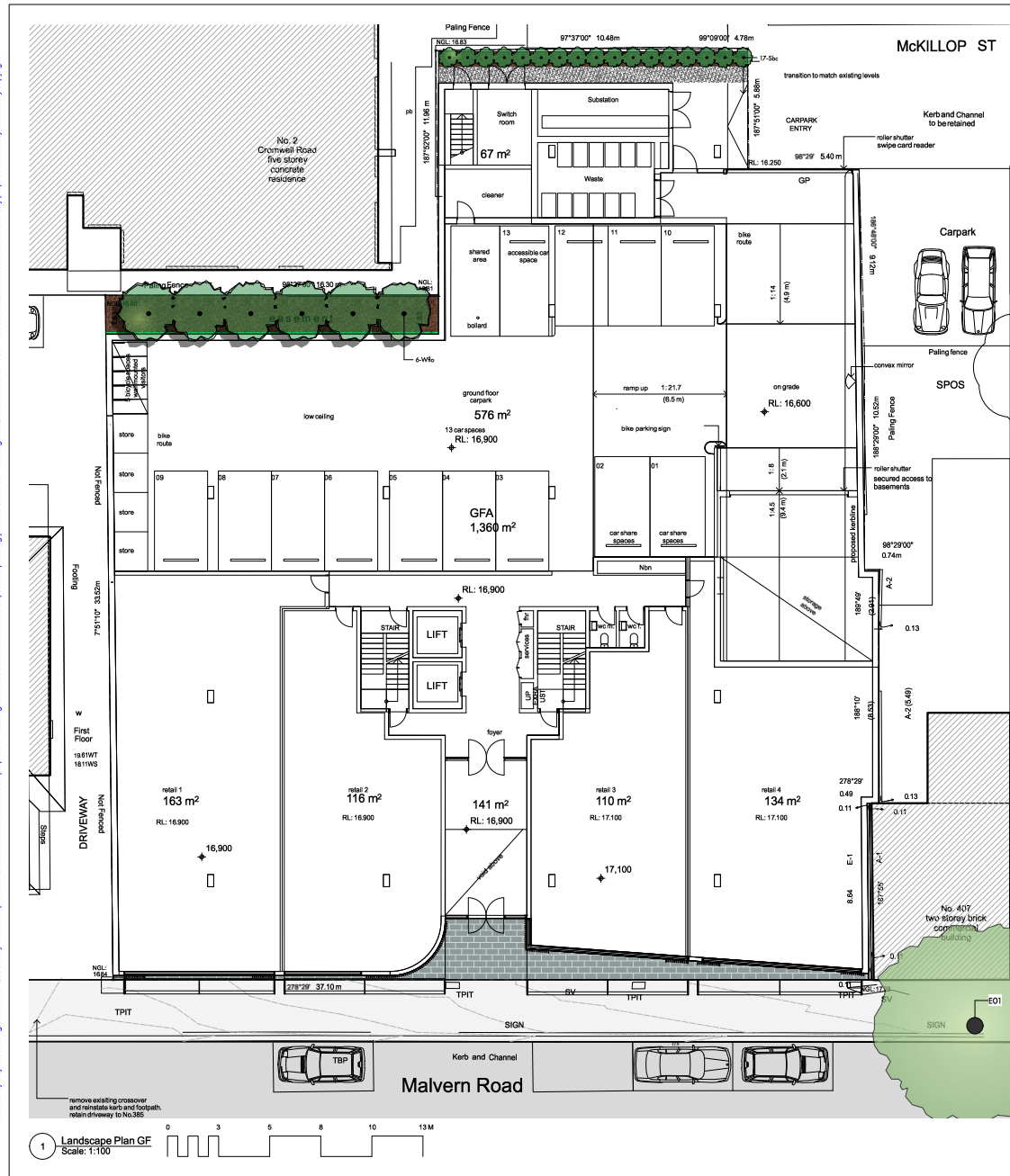
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General Notes

- 1. Town Planning Landscape Notes - General Construction**
  - These notes are to read as a general guide for implementation of the landscape plan. This drawing is for construction and is to be used for Town Planning purposes only. The final locations of all services and other areas may not be known at the time of planning and the landscape plan may need to be revised to respond to building permit and architectural plans.
  - Direction: Vegetation to be removed shall be marked for re-use on the site. Strip and stoop existing site (top) prior to building works commencing and re-use in the landscape.
  - Pavement: Consider using recycled concrete aggregate for sub-grade materials. Drain pavements to garden beds. Install butyrate drains in garden beds in poor draining soils where required.
  - Plant Control: All areas shown on the drawings as mulched planting beds, grassed areas and trees in grassed areas shall include a weed eradication programme using an approved non-residual contact herbicide (Glyphosphosphate) following the manufacturer's specifications. Leave sprayed areas for a period of 10 days prior to disturbance and repeat for any weeds still alive.
  - Landscape Set Out: Install edging between all lawn areas and garden beds - type and location as shown in the drawings. The contractor is solely responsible for locating, avoiding and protection of all services on and associated with the site. Call before you dig - Telephone No. 1100.
  - Sub-soil Preparation for Planting:
    - Sub-surface Drainage: Install sub-surface drainage which discharges to stormwater or soakage pits for any garden bed or grassed areas that is poorly drained.
    - Sub-soil Ripping: For garden bed areas and advanced trees, rip to depths shown in the planting details. Mark location of all underground services prior to commencing ripping operations.
    - Sub-soil Additives: Contact your local nursery to obtain advice on additives to adjust the pH level to the desired range of pH 5.5 to 7.0. Some plants tolerate high or low pH levels. Fertiliser: Heavy yellow clay, add gypsum at the rate of 1.5 - 2kg/m<sup>2</sup> for garden beds and 1.5 kg/m<sup>2</sup> for lawns. In very dry or dystrophic soils a soil wetting agent shall be added.
    - Rotary Cultivation: After application of soil additives, cultivate plant bed and lawn areas to depths shown on planting plan so as to eliminate compaction and to mix sub-soil and soil additives.
  - Topsoil:
    - Supply: 30% stripped topsoil shall be used where possible and improved so as to meet the specifications for imported topsoil blends in AS 419-2003. All topsoil to meet this standard.
    - Installation: Spread topsoil as per detailed drawing.
  - Mulching:
    - Supply: Wood chips AS 4454-1999 or inorganic sawdust or infill material when NMD.
    - Installation: Spread over all garden beds to max consolidated depth as per detail.
  - Planting of Mulched Beds & Advanced Trees:
    - Supply: These to comply with National Planning of Landscape Trees - A Field Guide to Assessing Tree Quality. Sites shall demonstrate a large, well-developed and healthy fibrous root system with repeated and sequential division and no evidence of root cut, restriction or damage.
    - Installation: Set out plants in accordance with the drawings. Water plants prior to planting and when planted at a rate of 0.8 - 1.4m<sup>2</sup> for garden beds and 1.5 - 2.0m<sup>2</sup> for lawns. 300mm x 300mm x 100mm concrete curbs to be installed in accordance with the drawings.
    - Basic: Comply with the drawings.
    - Planting of Grassed Areas:
      - Supply: Install low water-use grass species such as Palmeto or Sir Walter Buffalo. Use NPK 10:4:6 + trace elements lawn starter.
      - Installation: Follow seeding preparation and topsoiling, re-grade to provide smooth contours and to eliminate soil clods. Apply turf roll per manufacturer's instructions. Keep continuously moist until established.
    - Irrigation: Install a programmable sub-surface drip irrigation system activated by a soil moisture probe to all mulched garden beds areas and for trees in pavement, designed, installed and supplied to the relevant Australian Standards and Codes and used in accordance with current water restrictions. If grassed areas are to be irrigated, they shall be on separate zones to the mulched beds and preferably sub-surface drip.
- 2. PLANTS PLANTING**

Plant material: Provide plant material, fertilisers, stakes and labour to plant garden beds as depicted and scheduled on the landscape drawings.

Supply: All plants to be true to species and the BEST of their respective kinds supplied from approved nurseries whose plants are exposed and hard-wooded in the open. Plants are to have well-developed healthy root systems, be free from pests and disease, and of good form consistent with the species. Plants will be subject to inspection and acceptance by the Landscape Architect and Project Manager. Plants are to be handled to prevent damage during transit and delivered to site in the accepted healthy state.

Ensure availability of all nominated species in the specified sizes. Place orders for the required plants immediately upon award of the Contract. No plant substitutions are acceptable unless by specific agreement with the Landscape Architect.

Advanced Trees: Advanced trees shall have a minimum 3.0 metre spray height (above soil level), a single straight trunk and strong well-formed crowns in sizes as specified. It may be appropriate for the Landscape Architect to make necessary arrangements for an advance nursery order to select and reserve specified trees in sizes for the project.

Shrubs and Groundcovers: Shrubs and groundcovers are to be supplied in burlap, viro-coils 150mm and/or 200mm pots as nominated.

Herbicide weed control: pre-planting

Remove all weeds from all planting areas before planting. Weeds can be treated with approved systemic herbicide (e.g. active ingredient glyphosate) until eradication is achieved. Herbicide to be applied in accordance with manufacturer's directions and safety regulations.

**Planting procedures**  
Set out the plant material in accordance with the planting plan and obtain on-site approval of the Landscape Architect before planting.

Planting operations are to be suspended in periods of drought, or when the soil is too wet, or during periods of frost. Planting in large areas should be done in stages, but containers are not to be left on-site during non-working hours.

Roots of plant material must not be exposed to direct influences from sun, wind or frost. On hot or windy days, the nursery stock must be covered with shade netting during planting operations.

Any plants found dead, damaged, missing or showing signs of poor horticultural care during the Contract period must be replaced with the same kind as specified.

**Shrubs/groundcovers:** Planting procedure  
Thoroughly soak each plant before planting.  
Clear mulch 200mm around each hole (repeated mulch after planting).  
Dig hole into the prepared plant beds with an overall size providing not less than 75mm of topsoil beneath and around the root system.  
If the soil is very dry, fill hole with water and allow to drain completely.  
Fertilise at the following rates:  
150 - 200mm pot size Viro-coil / Agriform<sup>TM</sup> 2 tables 1 tablet  
or  
Osmocote Plus 12-14 months 2 teaspoons (20g) / 1 teaspoon (10g)

Mix fertiliser into bacfill and ensure no contact between the roots and fertiliser.  
Place plant into the centre of the hole. Backfill with topsoil and water-in.  
Stake each plant firmly and level with soil surface; ensure no soil is piled up the stem. Remove plant labels.

**Advanced trees:** Planting procedure  
Thoroughly soak roots before planting.  
Dig hole of sufficient width, with domed bottom, to take root ball without restricting root diameter. Minimum diameter 500mm.  
If soil is very dry, fill hole with water and allow to drain completely.  
Cut back any damaged roots to healthy tissue.  
Fertiliser: Mix Dynamic Lifter or approved similar into bacfill soil, 1 shovel per tree.

Planting: Spread roots of open-rooted stock evenly in the hole. Do not bend roots to fill the hole. Place them into the hole to match level as grown in the nursery. Use tree trailer to position superior-orientated container grown stock.  
Staking: Provide two (2) 50 x 450mm hardwood stakes per tree, set minimum 300mm from trunk. Use approved flexible ties to loosely guy the tree between stakes. Note: Staking may not be required, refer Landscape Architect for site instruction.  
Basic: Comply with drawings.  
Bacfill: Comply with drawings with approved site topsoil in 150mm layers and tamp around the perimeter of the hole with the foot to eliminate air pockets and break root ends downwards. Ensure roots are not pressed against the bottom of the hole due to uneven backfilling or lumpy soil. Firm soil gently with the foot to surface level. Shape surface soil into water saucer.  
Planting: prune newly planted trees to remove crossed limbs, twin forks, lower branches (down to minimum 1.2m), broken, bruised and/or dead branches with a clean cut, avoiding short stubs.

**Watering-in**  
Arrange on-site water supply with sufficient quantities of water to satisfactorily complete watering-in of the plants and turf. Depending on the season, allow 10 litres for each shrub and groundcover, and 100 litres for each tree.

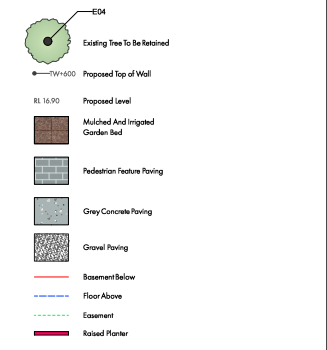
All plants to be watered during, and immediately after, planting and as required during the Establishment Period to maintain growth free of water stress.

Mulch  
Organic mulch to be fine pine bark mulch, maximum 25mm particle size, free from silvers, soil, weed seeds, rocks or ant/termite matter. Average depth 75mm. Samples to be approved by Landscape Architect one week before delivery, including name/address of supplier.

Inorganic mulch (e.g. decomposed granite gravel, crushed stone, crushed quartz) may be appropriate on certain sites, to be determined and checked during landscape design.

- 3. SPECIAL SOIL MIX FOR RAISED PLANTING**  
Minimum 500mm depth (all and low shrubs)  
40% Sandy loam  
15% Mountain soil  
10% Com-mure (nutrient)  
20% Pro-bark (10mm minus)  
10% Com-mure (nutrient)  
100% plus Dolomite to pH 6.5  
200g/ltr Osmocote Plus 12-14 months  
500g/ltr Micromax
- 4. SUPPLY OF PLANT STOCK**  
The Contractor will provide all plant stock required for the Works. Plants for the Works will be supplied in the sizes specified. All plants will show healthy growth, be undamaged, free of disease, have a 50% proportion to their pot size and species, not be pot bound and have roots penetrating to the edge of the pot.  
The Contractor will provide samples of all plants species to the Superintendent for inspection prior to commencement of planting. All plants will be subject to inspection by the Superintendent. If they do not meet the above requirements.  
The Contractor is advised that plant species and quantities specified for landscape Works may not be immediately available through nurseries. Indigenous plant species required under the Contract must be found within the vicinity of the Works and must be ordered well in advance of planting. All plants must be ordered upon notification of acceptance of Contract.

LEGEND

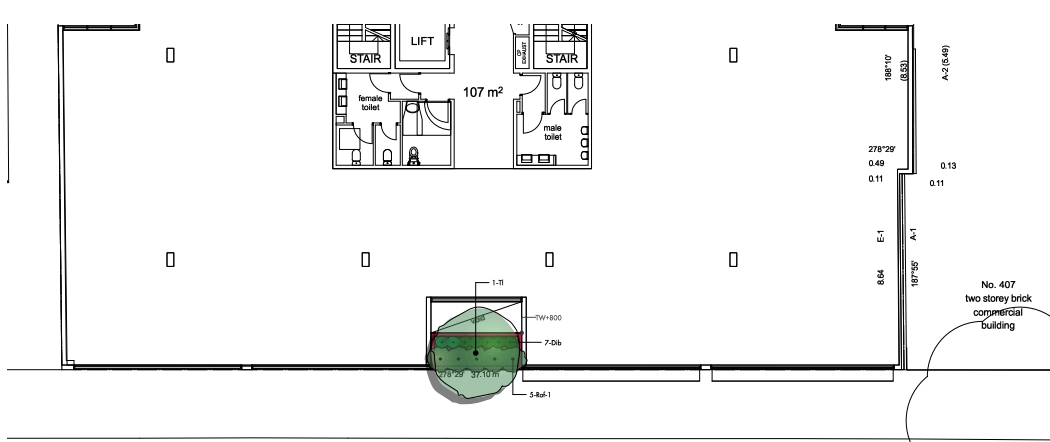


DRAFT - 23/6/20

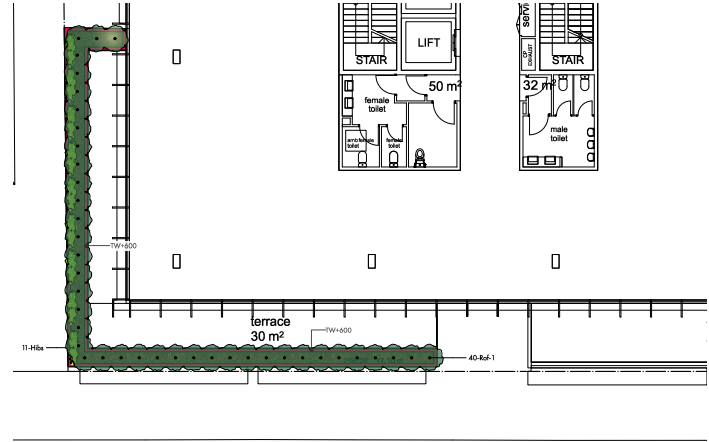
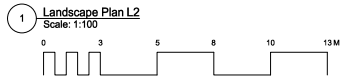
memLa  
387-403 Malvern Road, South Yarra VIC 3142  
387-403 Malvern Rd South Yarra Yr Pty Ltd  
MEMLA Pty Ltd  
Shop 1/455 Nepean Highway, Highgate East VIC 3187 p (03) 9560 6813 m 04543617

Advertised Document page 243 of 244, Nov 2020

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Malvern Road



Malvern Road

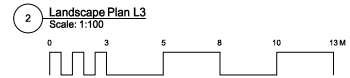
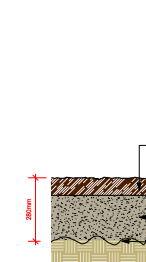
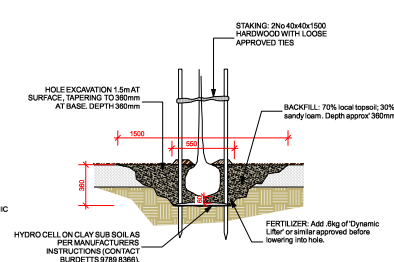


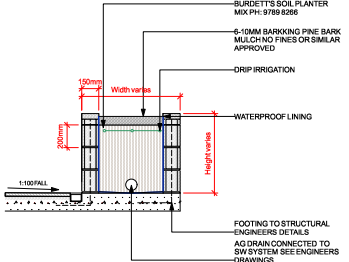
Image	Trees	ID	Qty	Common Name	Botanical Name	Scheduled Size	Mature Height	Mature Spread
	Trees	T1	1	Kanooka, Water Gum	<i>Tristanopsis laurina</i> 'Lucious'	2.0m Ht 45 L	7m	4m
	W10	6	Weeping Lily Pilly	<i>Waterhousea floribunda</i> 'ST1' Whisper	2.0m Ht 45 L	5 - 10m	4 - 6m	
<b>Shrubs</b>								
	Rof-1	64	Prostrate Rosemary	<i>Rosemary officinalis</i> 'Prostrate'	200mm Pot		3m	1.5m
	Sbc	17	Select Lillypilly	<i>Syzygium paniculata</i> 'Backyard Bliss'	300mm Pot 1.8m High		3-4m	1.8m
<b>Ground Covers</b>								
<b>Grasses</b>								
	Db	7	Dianella	<i>Dianella brevicaulis</i> 'Bery Blue'	150mm Pot		0.45 - 0.6m	0.3 - 0.6m
	Ltani	48	Dwarf mat-rush	<i>Lomandra longifolia</i> 'Tanika'	150mm Pot		0.6m	0.65m
<b>Climbers</b>								
	Hibs	11	Golden Guinea Flower, Snake Vine	<i>Hibbertia scandens</i>	150mm Pot		0.3m	1.5m
<b>Succulent</b>								
<b>Total</b>								
			154					



3 Garden Bed Detail Scale: 1:10



4 Semi Advanced Tree Detail Scale: 1:20



5 Planter Box Detail Scale: 1:20



*Tristanopsis laurina* 'Lucious'

**LEGEND**

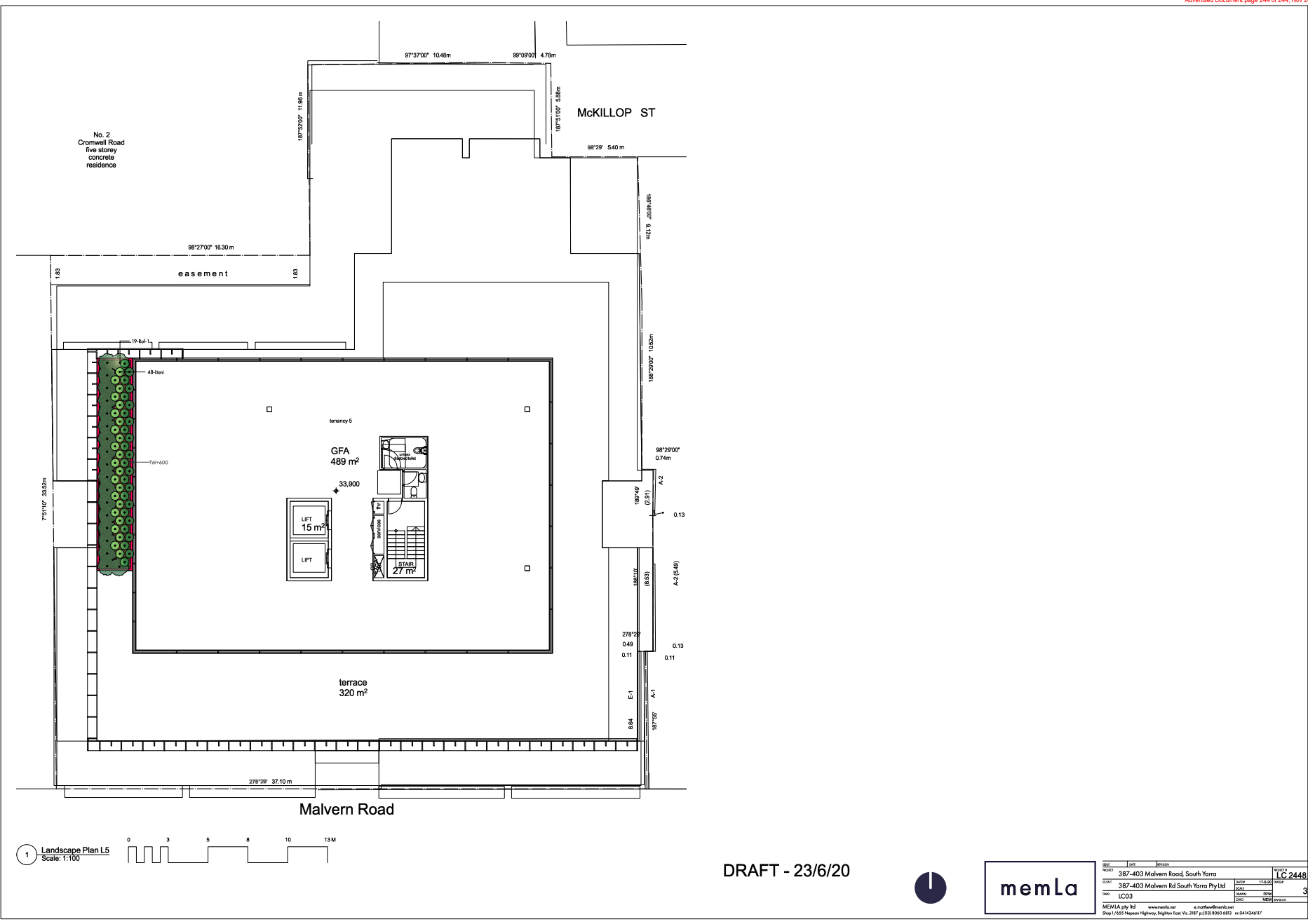
- Existing Tree To Be Retained
- Proposed Top of Wall
- Proposed Level
- Mulched And Irrigated Garden Bed
- Pedestrian Feature Paving
- Grey Concrete Paving
- Gravel Paving
- Basement Below
- Floor Above
- Easement
- Raised Planter

DRAFT - 23/6/20



DATE	DATE	ISSUED	PROJECT
2020	2020	2020	387-403 Malvern Road, South Yarra
CLIENT	MEMLA	SCALE	LC 2448
387-403 Malvern Rd South Yarra Pty Ltd		1:10, 1:20, 1:50	
IC02		DATE	BY
		2020	MEMLA
MEMLA Pty Ltd	www.memla.com.au	MEMLA PROJECT	
Shop 1/655 Napier Highway, Highgate East Vic. 3187, p (03) 8060 6813, m 041346017			

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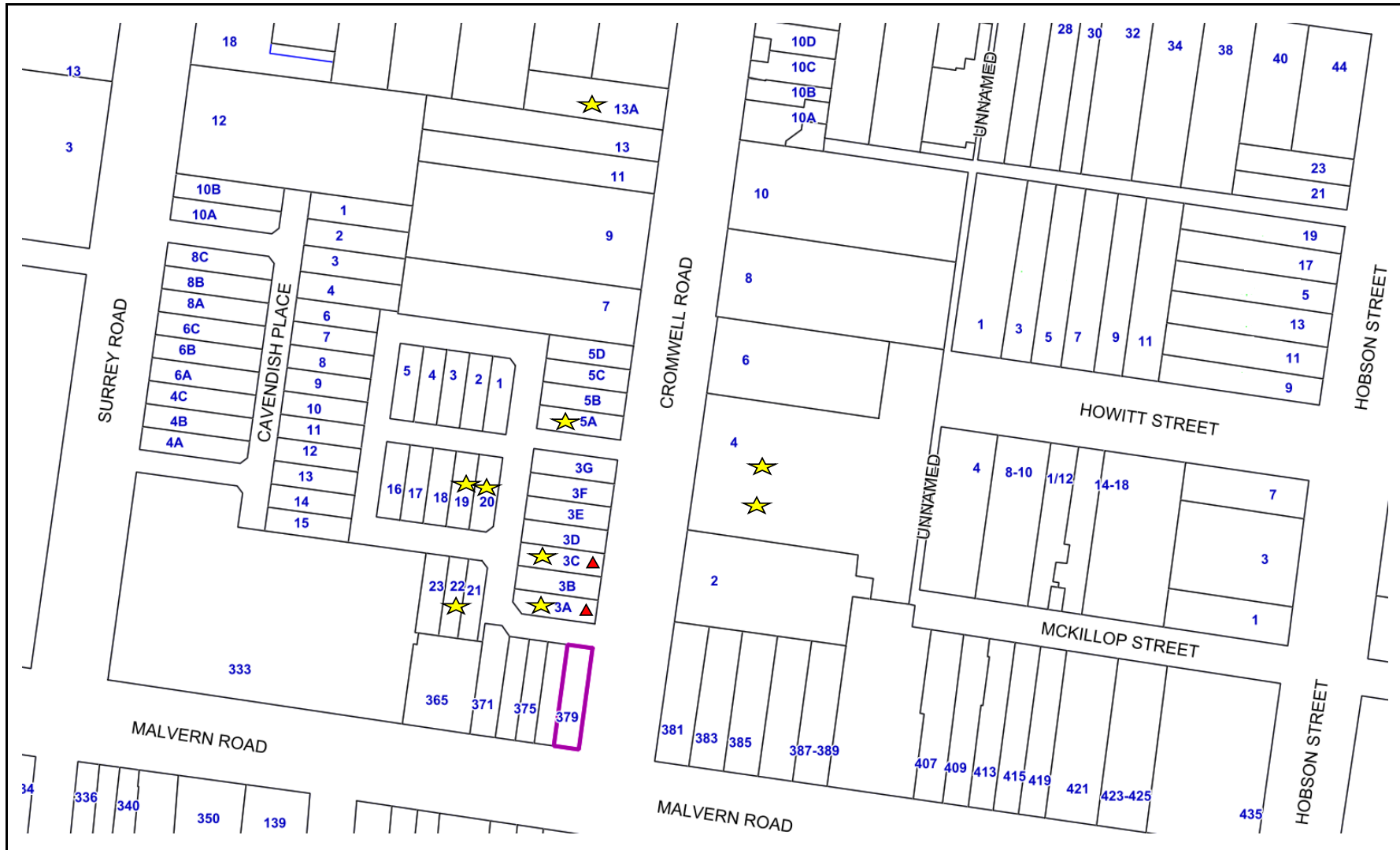


1 Landscape Plan L5  
Scale: 1:100

DRAFT - 23/6/20



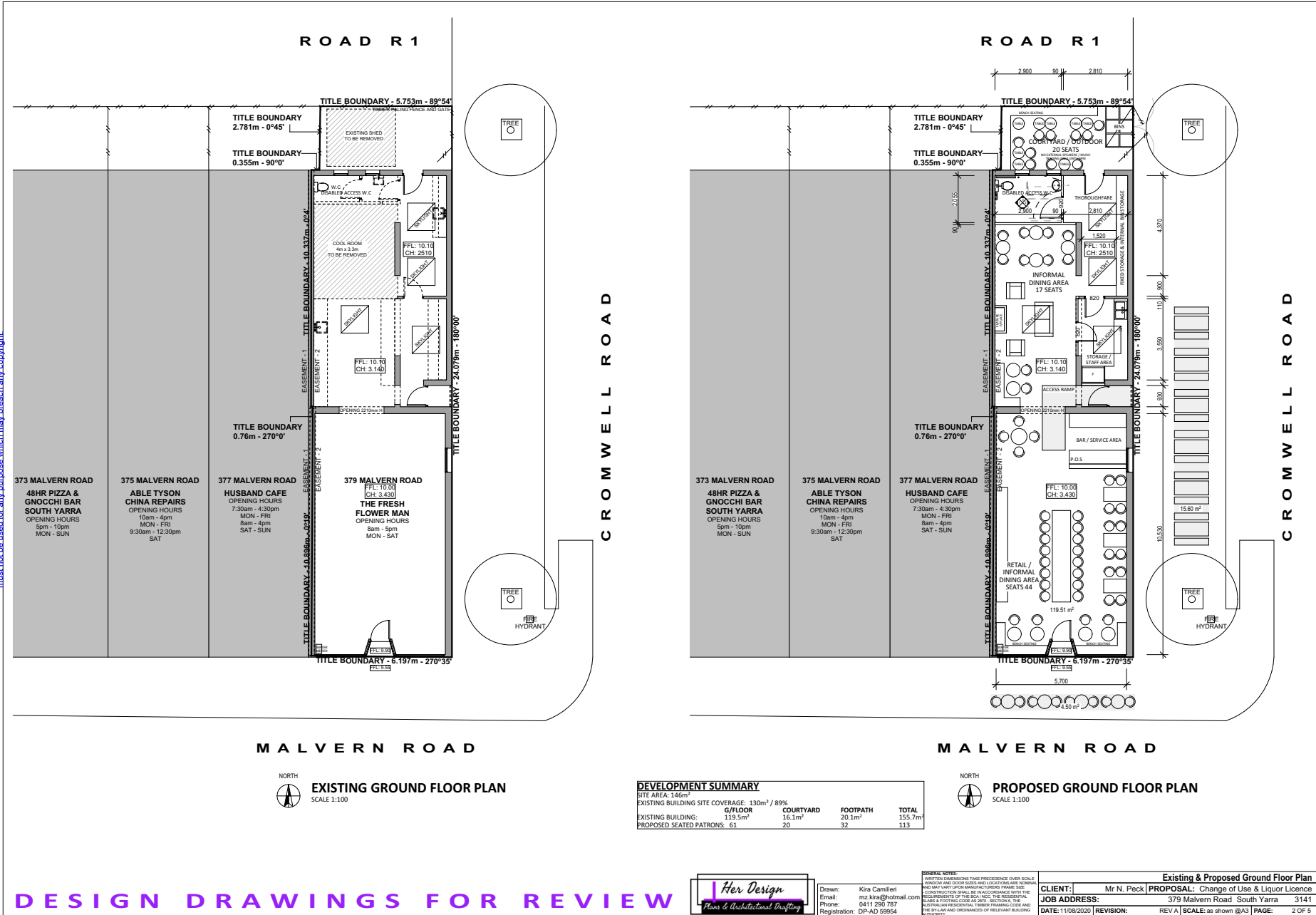
<b>memLa</b>		MEMLA Pty Ltd Shop 1/655 Mareson Highway, Highway Exit Yc, 3187, p: (03) 8560 6813, m: 0414346017	
DATE	11/11/2020	PROJECT	387-403 Malvern Road, South Yarra
CLIENT	387-403 Malvern Rd South Yarra Pty Ltd	SCALE	1:100
NO	IC03	DATE	11/11/2020
DESIGNER	MEMLA	NO	3



379 Malvern Road, South Yarra  
★ = Objector.  
▲ = Statement of grounds lodged with VCAT.



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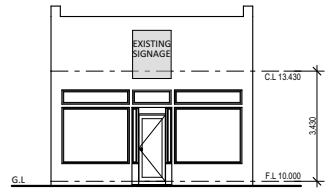
DESIGN DRAWINGS FOR REVIEW



Drawn: Kira Camilleri  
 Email: kz.kira@hotmail.com  
 Phone: 0411 290 787  
 Registration: DP-AD 59854

GENERAL NOTES:  
 1. WINDOW AND DOOR SIZES AND LOCATIONS ARE NOMINAL AND NOT TO EXCEED MANUFACTURER FRAME SIZE.  
 2. CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE REQUIREMENTS OF THE BCA AND THE RESIDENTIAL FRAMEWORK CODE OF PRACTICE.  
 3. ALL WORK SHALL BE IN ACCORDANCE WITH THE AUSTRALIAN RESIDENTIAL FRAMEWORK CODE AND THE BY-LAW AND ORDINANCES OF RELEVANT LOCAL GOVERNMENT.

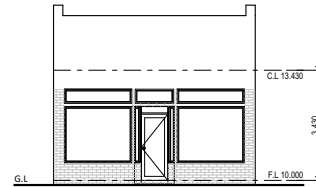
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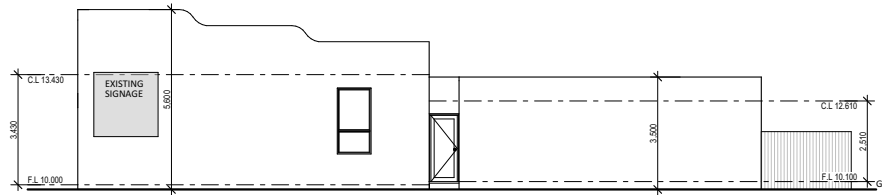
**EXISTING SOUTH ELEVATION**  
SCALE 1:100



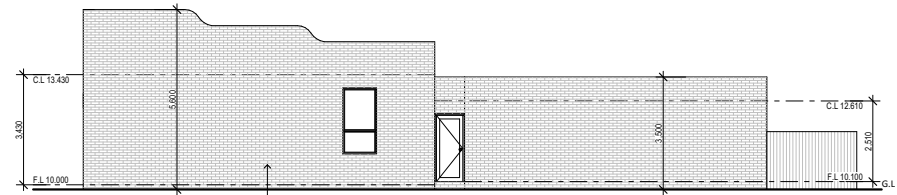
PHOTOGRAPH NOT TO SCALE



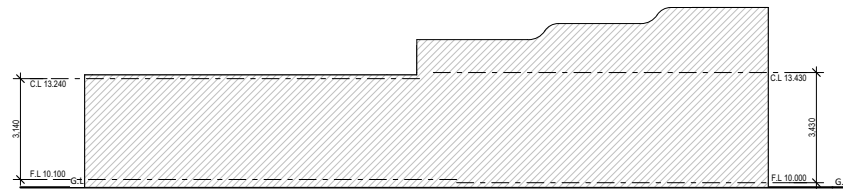
**PROPOSED SOUTH ELEVATION**  
SCALE 1:100



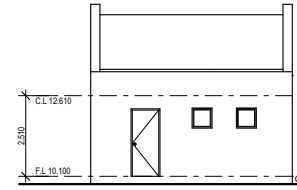
**EXISTING EAST ELEVATION**  
SCALE 1:100



**PROPOSED EAST ELEVATION**  
SCALE 1:100



**EXISTING / PROPOSED WEST ELEVATION**  
SCALE 1:100



**EXISTING / PROPOSED NORTH ELEVATION**  
SCALE 1:100

DESIGN DRAWINGS FOR REVIEW



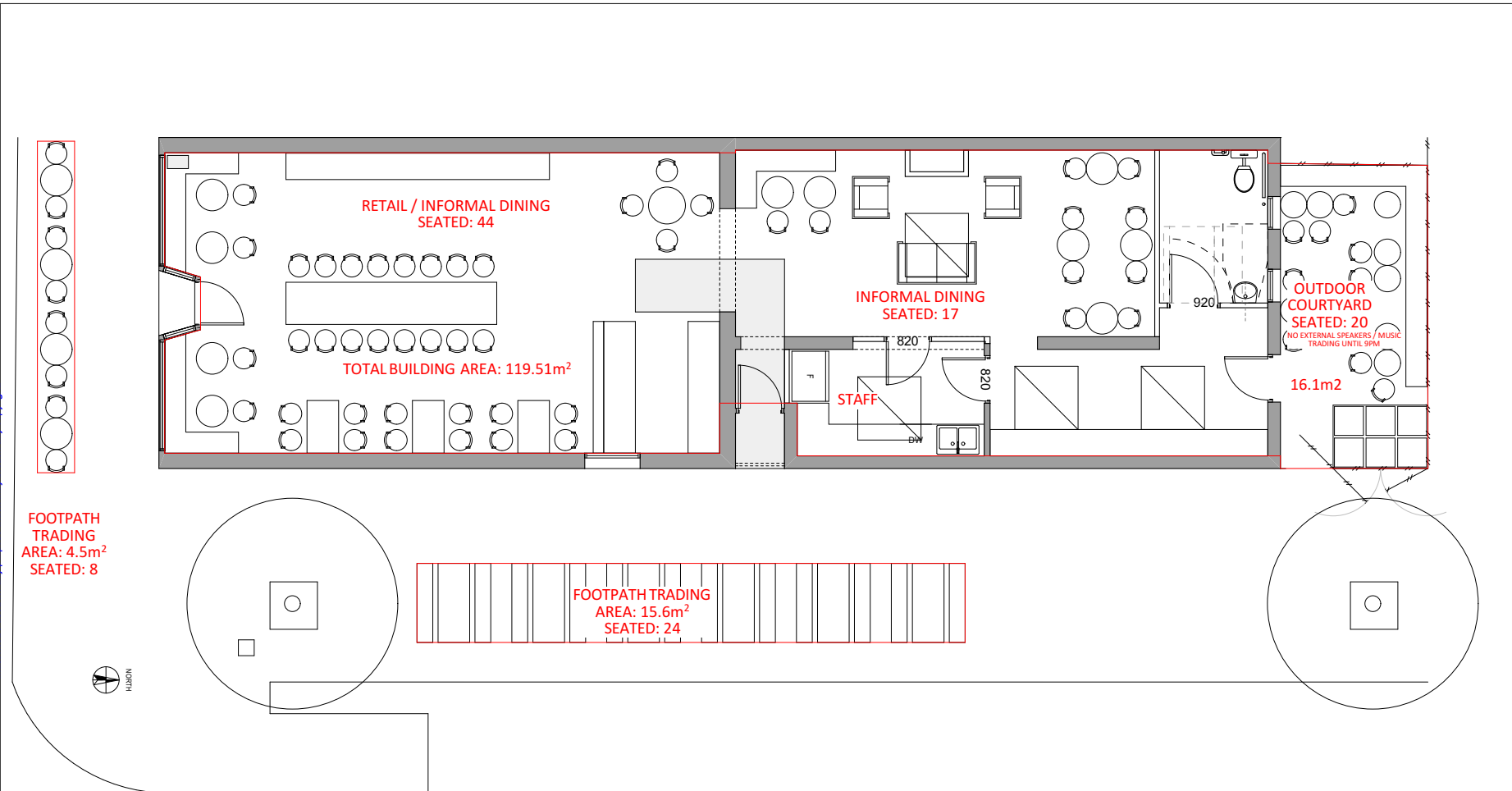
Drawn: Kira Camilleri  
Email: mz.kira@hotmail.com  
Phone: 0411 290 787  
Registration: DP-AD 59854

**GENERAL NOTES:**  
1. WHERE DIMENSIONS TAKE PRECEDENCE OVER SCALE WINDOW AND DOOR SIZES AND LOCATIONS ARE NOMINAL AND NOT MANUFACTURER'S FRAME SIZE.  
2. CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE REQUIREMENTS OF THE BCA AND THE RESIDENTIAL RULES & REGULATIONS AS SET OUT IN THE AUSTRALIAN RESIDENTIAL FRAMING CODE AND THE BY-LAW AND ORDINANCES OF RELEVANT BUILDING AUTHORITY.

Existing & Proposed Elevations			
<b>CLIENT:</b>	Mr N. Peck	<b>PROPOSAL:</b>	Change of Use & Liquor Licence
<b>JOB ADDRESS:</b>	379 Malvern Road South Yarra 3141		
<b>DATE:</b>	11/08/2020	<b>REVISION:</b>	REV A   SCALE: as shown @A3   PAGE: 3 OF 5



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**PROPOSED RED LINE PLAN**  
SCALE 1:50

**C R O M W E L L   R O A D**

**DESIGN DRAWINGS FOR REVIEW**

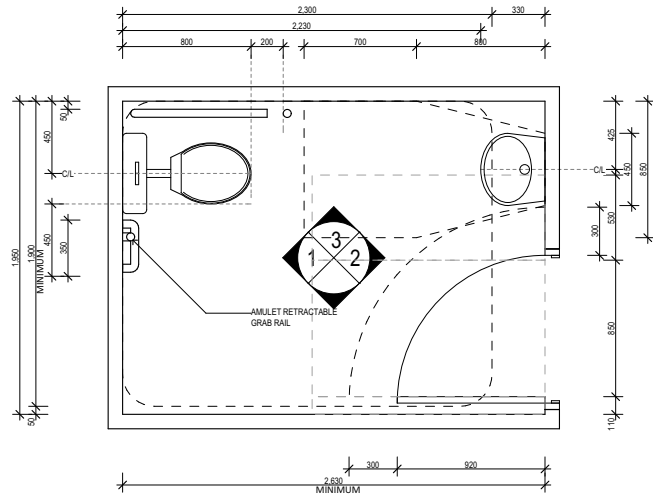


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Email: kz.kira@hotmail.com  
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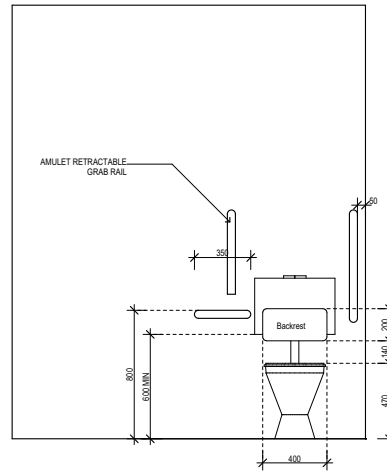
**GENERAL NOTES**  
1. ALL DIMENSIONS TAKE PRECEDENCE OVER SCALE.  
2. WINDOW AND DOOR SIZES AND LOCATIONS ARE NOMINAL AND NOT MANUFACTURER'S FRAME SIZE.  
3. CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE REQUIREMENTS OF THE SC AND THE RESIDENTIAL RULES FOR THE CODE AS SET OUT IN THE AUSTRALIAN RESIDENTIAL FRAMING CODE AND THE STANDARDS AND ORDINANCES OF RELEVANT REGULATORY AUTHORITY.

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<b>JOB ADDRESS:</b> 379 Malvern Road		South Yarra 3141	
<b>DATE:</b> 11/08/2020	<b>REVISION:</b> REV A	<b>SCALE:</b> as shown @A3	<b>PAGE:</b> 4 OF 5

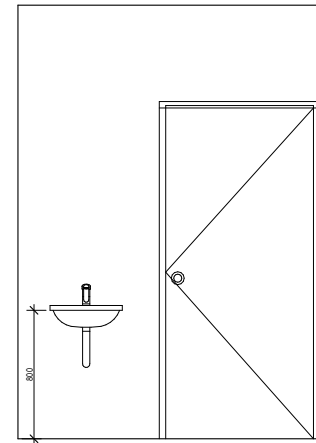
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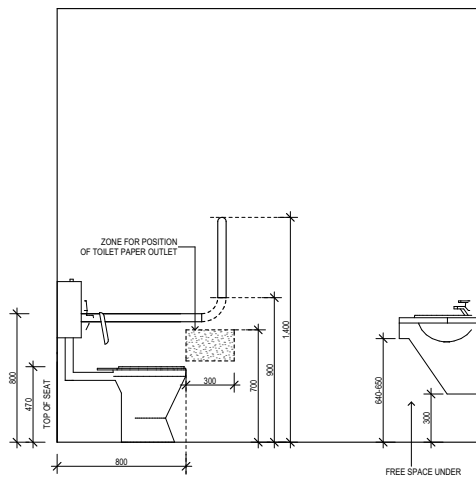
**ACCESSIBLE W.C PLAN**  
SCALE 1:20



**DISABLED WC ELEVATION 1**  
SCALE 1:20



**DISABLED WC ELEVATION 2**  
SCALE 1:20



**DISABLED WC ELEVATION 3**  
SCALE 1:20

**DESIGN DRAWINGS FOR REVIEW**



Drawn: Kira Camilleri  
Email: kira.kira@hotmail.com  
Phone: 0411 290 787  
Registration: DP-AD 59854

**GENERAL NOTES**  
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AUSTRALIAN RESIDENTIAL TRUSS FRAMING CODE AND THE STANDARDS AND ORDINANCES OF RELEVANT BUILDING AUTHORITY.

**Access Toilet Details**  
CLIENT: Mr N. Peck PROPOSAL: Change of Use & Liquor Licence  
JOB ADDRESS: 379 Malvern Road South Yarra 3141  
DATE: 11/08/2020 REVISION: REV A SCALE: as shown @A3 PAGE: 5 OF 5

# Case Study: Blanket and Booked Municipal Hard Waste Collection Services

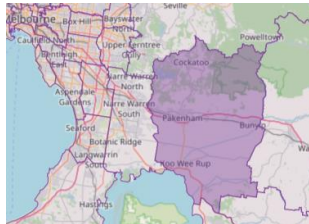
Prepared by Inside-Out Consulting Pty Ltd, with data provided by the City of Stonnington, Moreland City Council, and Cardinia Shire Council. February 2021.



## Blanket Hard Waste Collection Services: A comparison of Councils

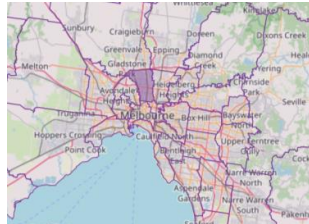
The three Councils below present an interesting representation of Councils offering blanket hard waste collection services. **Moreland** historically provided a single annual blanket hard waste collection, and changed to a biannual service (two collections per year) in 2018/19. **Cardinia** historically operated a biannual blanket service, and changed to a booked on-call service in July 2020. **Stonnington** operates a biannual blanket service. The figures below compare the periods each operated a biannual blanket service.

### Cardinia Shire Council



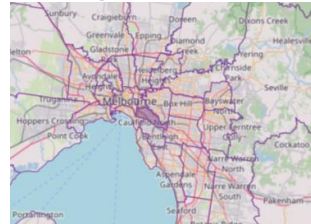
Population: 107,100 (2018)  
Area: 1,283 square km

### Moreland City Council



Population: 181,700 (2018)  
Area: 51 square km

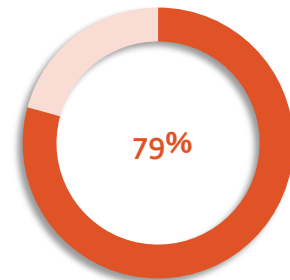
### Stonnington City Council



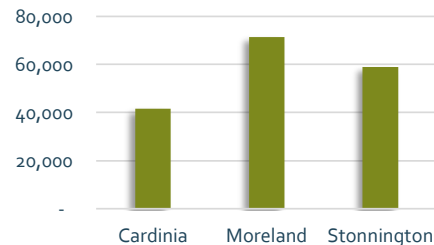
Population: 116,200 (2018)  
Area: 25 square km

Moreland is the only one of the three Councils with participation data available for its blanket hard waste collection service. It has 79% participation per service, and 158% participation per annum (number tenements using service per year).

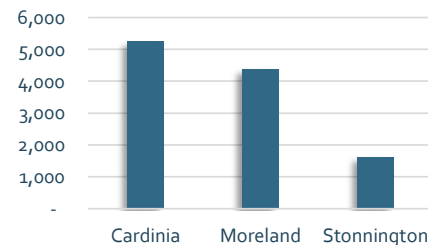
### Moreland Participation Rate



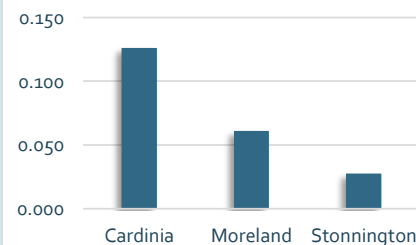
### Tenaments



### Tonnes collected per year



### Tonnes per tenement per year

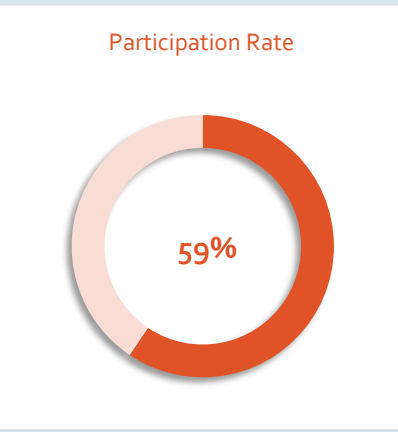
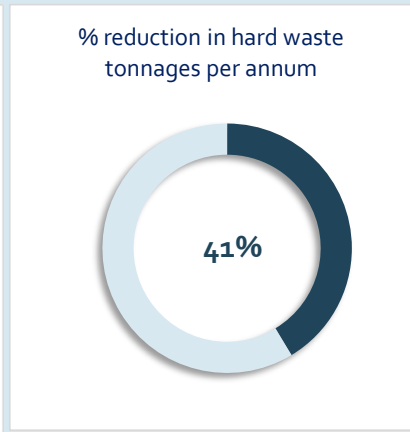
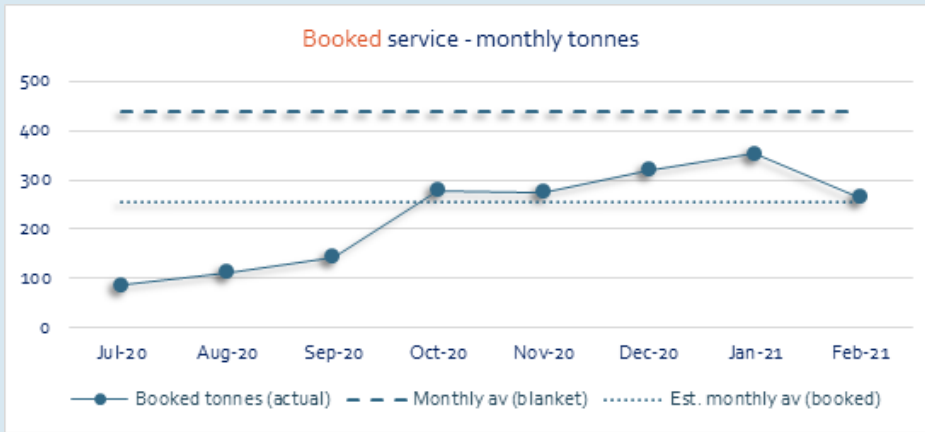


Stonnington covers a small geographic area (1/50<sup>th</sup> the size of Cardinia and 1/2 the size of Moreland.

It collects a significantly lower amount of waste through its hard waste service (37% of Moreland's volume and 31% of Cardinia's).

### Booked Hard Waste Collection Case Study: Cardinia Shire Council

Cardinia Shire Council operated two blanket hard waste collection services per year until the end of 2019/20, historically occurring in autumn and spring. It commenced a new booked service on 1 July 2020. Bookings increased in October 2020, when the blanket service has traditionally occurred, and remained high over the Christmas period, which is a period of seasonally high demand for Councils offering booked hard waste collection.



## Booked Hard Waste: Modelling for Stonnington's Transition from a Blanket to a Booked Service

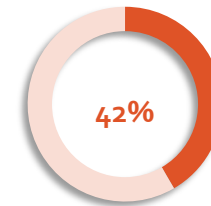
### Participation

Insufficient raw data exists to directly forecast participation levels. The assumptions used in modelling participation are:

1. Stonnington residents participating in blanket hard waste collection present a similar volume of waste to Moreland residents participating in blanket hard waste collection.
2. Stonnington will experience a similar change in participation to that experienced by Cardinia, when Cardinia changed from a blanket service to a booked service.

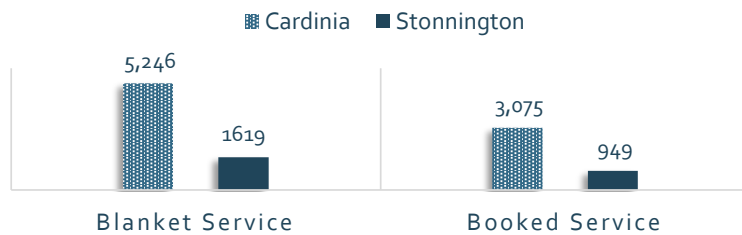
Modelling suggests Stonnington will experience a participation rate in the range of 38% to 43%, with an estimate of 42%.

Forecast Participation Rate

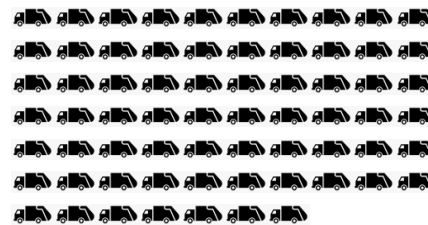


### Landfill volume

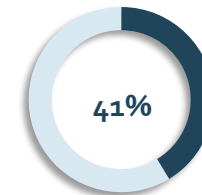
A result similar to Cardinia's 41% decrease in waste tonnages per year would extrapolate to a reduction in Stonnington tonnages from 1,619 tonnes to 949 tonnes per year.



67 trucks of waste diverted from landfill



% reduction in hard waste tonnages per annum



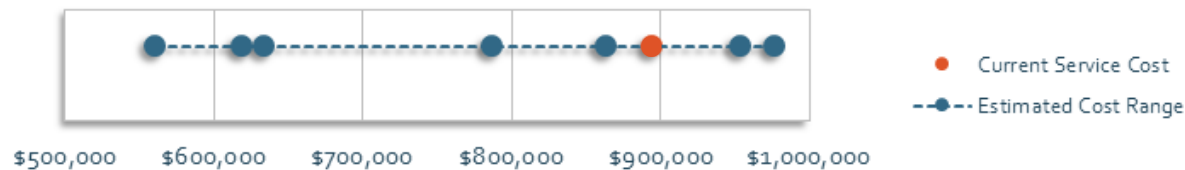
Estimated annual landfill cost savings:

**\$96,435**

### Collection Cost

The two factors impacting collection costs are the contractor's unit rate, and the number of bookings (participation rate). Modelling assumption: the booked collection unit rate will be similar to the current blanket service unit rate for commercial property hard waste collection. Stonnington's current blanket hard waste collection costs \$895,047 per annum. Modelling suggests Stonnington will experience a collection cost in the range of \$560,500 to \$977,252 per annum, with an estimate of \$787,013.

Proposed range of service cost based on participation and cost reference points



Estimated annual collection cost:

**\$787,013**

Estimated annual collection cost saving:

**\$108,034**

# Booked Hard Waste Collection Service

## The Customer Experience Journey...



### Flexible

***"I can just book a collection when I need it!"***

Whether it's my lease ending, I'm doing a DIY project, bought a new mattress, or just an old fashioned spring clean, I don't have to stockpile my waste for the next hard waste collection. I just book it when I need it.

### Easy to Use

***"Its so easy to make a booking!"***

I can book online anytime 24/7, at a time that suits my busy lifestyle. I can make a phone booking if I prefer to talk to someone.



### Kept in the Loop

***"I know what's happening with my request!"***

I receive information about the service by text or email. I know what can be put out and what can't. I receive a text message reminder the weekend before my collection day.



### It's my service

***"It's like Council's working around me, and not me working around Council!"***

My waste can be collected from inside property boundary if I live in a unit. They offer assistance if I'm elderly or disabled.



## COMMUNICATIONS & ENGAGEMENT SUMMARY

### Hard waste Blanket to Book Service Transition

Purpose: To seek community views about the proposed change in service.

IAP2 Goal: Involve (to work directly with the public throughout the process to ensure concerns and aspirations are understood and considered – defined as a deliberative engagement process under the policy).

Exhibition period: July/August.

Method: Connect Stonnington feedback survey, statistically valid and randomised telephone survey, engagement with targeted stakeholders

Communications reach: Social media and Connect Stonnington page, confirmed brochure to be included in rates notices, confirmed article in June/July edition of Stonnington News, newsletters to businesses and interest groups, voice recorded message on Council’s call wait lines, banner on Council’s website. The rates notice and Stonnington News ensures every household will have been informed about the hard waste engagement opportunity.

Impact: Feedback and input will directly shape the service delivery option(s) and will influenced decision-making.

#### Key Stakeholders

External	Internal
<ul style="list-style-type: none"> <li>Stonnington community</li> <li>Traders Associations</li> <li>Stonnington businesses</li> <li>Local media</li> </ul>	<ul style="list-style-type: none"> <li>Councillors</li> <li>Executive Team</li> <li>Sustainable Environment Unit</li> </ul>

- Engagement and communication tools**

Type	Timing
<ul style="list-style-type: none"> <li><b>External</b></li> </ul>	
<ul style="list-style-type: none"> <li>Web news article</li> </ul>	<ul style="list-style-type: none"> <li>June to July 2021</li> </ul>
<ul style="list-style-type: none"> <li>Rates Notice to all property owners</li> </ul>	<ul style="list-style-type: none"> <li>June to July 2021</li> </ul>
<ul style="list-style-type: none"> <li>Stonnington website – banner on homepage</li> </ul>	<ul style="list-style-type: none"> <li>June to July 2021</li> </ul>
<ul style="list-style-type: none"> <li>Environment newsletter</li> </ul>	<ul style="list-style-type: none"> <li>June to July 2021</li> </ul>
<ul style="list-style-type: none"> <li>Article in Council newsletters</li> <li>Stonnington Engaged</li> <li>Youth Services</li> </ul>	<ul style="list-style-type: none"> <li>June to July 2021</li> </ul>

<ul style="list-style-type: none"> <li>• Childcare centres</li> <li>• Libraries</li> <li>• What's On</li> </ul>	
<ul style="list-style-type: none"> <li>• On-hold messages</li> </ul>	<ul style="list-style-type: none"> <li>• June to July 2021</li> </ul>
<ul style="list-style-type: none"> <li>• Environmental Change Champions</li> </ul>	<ul style="list-style-type: none"> <li>• June to July 2021</li> </ul>
Statistically valid and randomised telephone survey	July
<ul style="list-style-type: none"> <li>• Social media – Facebook posts</li> </ul>	<ul style="list-style-type: none"> <li>• June to July 2021</li> </ul>
<ul style="list-style-type: none"> <li>• Intranet</li> </ul>	<ul style="list-style-type: none"> <li>• June to July 2021</li> </ul>
<ul style="list-style-type: none"> <li>• Just Cos</li> </ul>	<ul style="list-style-type: none"> <li>• June to July 2021</li> </ul>







## City of Stonnington

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# Volunteer Awards Program Policy

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Version	0.2
Date	3 March 2021
Prepared For	City of Stonnington
Author	James Rouse

**Document History**

<b>Version</b>	<b>Date</b>	<b>Author</b>	<b>QA Review</b>	<b>Comments</b>
0.2	25/5/2021	Manager Active Communities		

**Document Authorisation**

<b>City of Stonnington</b>	
Owner (By Directorate)	CEO
Date of Initial Adoption by Council	TBA

DRAFT

## 1 Purpose

The Purpose of this Policy is to provide a clear framework for the management of the Volunteer Awards Program.

## 2 Scope

This Policy applies to Volunteer Awards issued to the community by the Council but does not apply to any awards issued to staff or teams within the Organisation.

## 3 Objectives

To provide an appropriate framework that facilitates the recognition of people and community groups whose commitment to volunteering makes a difference to the local community, positively impacts the lives of others and makes the City of Stonnington a better place to live.

## 4 Definitions

Term	Definition
Community member	A person who lives in the City of Stonnington, or makes a significant contribution to the Stonnington community through their work or volunteering.
Serious disrepute	Misconduct that directly and adversely affects the Councils reputation or the dignity and honour of the award.
Volunteer	A person who works in an unpaid capacity.

## 5 Policy Principles

5.1 Outstanding achievement or contribution towards our community is the basis of the awards for which the City of Stonnington wishes to provide recognition.

5.2 Nominations are open to any and all community members and therefore will be promoted as broadly as possible.

## 6 Categories of Community Awards

6.1 Volunteer Award categories will be:

- a) Community Service
- b) Youth Volunteer
- c) Community Group
- d) Sport
- e) Sustainability
- f) Arts & Culture
- g) Mayor's award

6.2 The Council by resolution may consider each year additional or alternative categories of Volunteer Awards that reflect extraordinary circumstance or challenges and opportunities facing the broader community at that time.

## 7 Eligibility

7.1 Nominees do not have to be a resident of the City of Stonnington, but must have made a substantial contribution to the municipality.

7.2 Community group nominees must be a group active within the municipality of at least four members.

7.3 Youth Volunteer nominees must be aged under 26 years.

7.4 Current serving Councillors and Council staff members are not eligible to be considered for these awards.

## 8 Evaluation Panel

8.1 The evaluation panel for the Volunteer Awards will consist of members including;

- a) The Mayor (chair) and any other interested Councillors;
- b) Three recipients of prior year Volunteer Awards (aged over 18), subject to availability.
- c) A Council officer (non-voting) will provide administrative support to the panel.

8.2 For the first year of the program, the panel will include members from the Community Recovery Committee, as there will be no prior Volunteer Award winners.

8.3 The panel is to be constituted of volunteer members and no person shall be paid for their attendance or contribution outside of their normal employment remuneration.

8.4 Each panel member will be expected to make an objective assessment of the candidates placed before them for consideration.

## 9 Governance

9.1 The panel deliberations, process and conduct will be overseen by the Chief of Governance who will play no active part in the evaluation of the candidates.

9.2 As this Award process must be conducted in the strictest confidence, all evaluation panel members will need to sign both;

- a) a confidentiality agreement not to disclose any aspect of the candidates, documents, panel discussions or decisions; and
- b) a declaration that they have no conflict of interest regarding any of the awards and the nominated candidates.

## 10 Preliminary Governance review of candidates

10.1 All candidates who have been nominated for an award will be background checked as far as is permitted under privacy frameworks by the Chief of Governance.

10.2 Such checks are to ensure that they are a fit and proper person to receive the honour under consideration by Council.

10.3 Any findings will be advised to the evaluation panel under strict confidence.

## 11 Council Approval

11.1 Following the confirmation process outlined above, a report will be prepared by Governance and presented to Council for acceptance of the Volunteer Awards Panel recommendations.

## 12 Withdrawal of Award

12.1 Should it become known that a recipient of any Volunteer Award may have conducted themselves in a manner which brings serious disrepute to the Council or the dignity of the award, then Council will investigate the matter and reserves the right to withdraw the award by resolution under confidential business.

## 13 Responsibilities

<b>Party/parties</b>	<b>Roles and responsibilities</b>	<b>Timelines</b>
Council	Approve annual award categories.	Annual
Mayor	Chair Evaluation Panels	Annual
Governance	Oversight of process	Annual

## 14 Human Rights Charter

14.1 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.

14.2 It is also in line with section 18, which recognises a person's right to participate in the conduct of public affairs.

## 15 Monitoring, Evaluation and Review

15.1 Council commits to monitoring processes, information sharing and decision making to understand the overall level of success in the Policy's implementation.

15.2 A periodic review of this policy will be undertaken to ensure any changes required to strengthen or update the policy are made on a biennial basis or earlier if required.

15.3 The policy will be initially endorsed by Council but periodic review updates can be approved by the CEO.

DRAFT



City of  
**STONNINGTON**

# Community Grants Program Policy

**2021-2022**

[STONNINGTON.VIC.GOV.AU](http://STONNINGTON.VIC.GOV.AU)



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[StonningtonNews](https://twitter.com/StonningtonNews)



## Contents

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Grievance procedure .....	6
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Appendix: Grant Management Life Cycle .....	7

## Introduction

The City of Stonnington is an inclusive City that enhances the health and wellbeing of all residents, where people feel safe, socially connected and engaged. Council is committed to supporting local community organisations with equitable access to facilities, support and resources.

## Program objectives

Council provides the Community Grant Program to eligible community organisations delivering Stonnington-based programs that respond to community needs and align with the priorities of the Council Plan and key Council strategies.

The objectives of the Community Grants program are to:

- foster community participation, build social connections and reduce isolation
- respond to local issues and priority areas of need within the community
- provide accessible and inclusive opportunities for communities who are considered vulnerable or under-represented
- build the capacity of local groups and organisations to develop, implement and sustain positive impact in their community
- encourage sustainability and strong governance in the delivery of services and programs.

This policy outlines the guiding principles and management of the community grant funding lifecycle in line with best practice and good governance to maximise benefits to the community.

## Scope

This policy applies to the City of Stonnington Community Grants Program, including its funding categories:

- Community Capacity Building
- Partnership
- Quick Response
- In-kind (venue or bus hire)

This policy does not apply to other grant programs offered by Council.

## Definitions

Assessment	The steps that are followed to judge the merit of an application. These will normally include eligibility, evaluation against criteria and ranking applications for merit. Applicants need to address the assessment criteria as part of their application for a grant.
Auspice	An agreement where an incorporated organisation agrees to apply for and manages a grant on behalf of another organisation that is not incorporated. The auspice is responsible for the financial management and acquittal requirements on behalf of the unincorporated organisation.

Acquittal	Final reporting requirements for a funded project that demonstrate how the funds have been used in accordance with the funding agreement. These requirements can include financial reports and non-financial items, such as detailing project outcomes and participation and photographs.
Community organisation	Not-for-profit organisations and community-based groups that offer a wide range of activities, programs and services. The community sector consists of organisations that vary significantly in size and can range from small volunteer-run and locally based groups to larger organisations.
Conflict of interest	A conflict that arises where a person makes a decision or exercises power in a way that may be perceived to be influenced by either material to personal interests (finance or non-financial) or material personal associations.
Equity	Fair treatment, access opportunity, and advancement for all people, while at the same time striving to identify and eliminate barriers that have prevented the full participation of some groups.
Funding agreement	A legally-binding contract established with a funding recipient, which is used as the primary legal instrument to monitor the implementation of the funded activity through to its completion.  The funding agreement states the purpose of the funding, the financial amount, and the conditions of the grant, including key deliverables. It also defines the rights and responsibilities of the parties. Once signed, parties are under a legal obligation to comply with the stated terms and conditions.
Grant	A single instance of funding given to an organisation for a specified purpose, directed at achieving goals and objectives consistent with organisational policy, where the recipient is selected on merit against a set of criteria.
Grant program	Pool of grant funding designated to organisations on a merit basis to achieve stated objectives through a grant application process.
Grants administration	The end-to-end grant management process that comprises planning and design, assessment and decision-making, grant establishment, including the funding agreement and relationship management, monitoring, acquittal and review, and evaluation.
Inclusive community	Where all people feel valued, their differences are respected, and their basic needs are met so they can live in dignity (Cappo 2002).
In-kind	Contribution of a good or a service other than money. Council offers in-kind grants for the use of Council venues and/or community buses.
Not-for-profit organisation	Not-for-profit organisations are organisations that provide services or undertake activities for the benefits of the community and do not operate to make a profit for its members or personal gain.

## Policy statement

- The City of Stonnington is committed to funding community services and activities that support community outcomes aligned with its vision of supporting an inclusive, healthy, creative, sustainable and smart community.
- Council will ensure that grant processes reflect its strategic priorities and are delivered in a fair and transparent manner within the City of Stonnington community. Strategic priorities will be reviewed annually in line with the strategic planning process, and the relevant assessment criteria will be adjusted to maximise those strategic outcomes.
- Council will provide grants that have demonstrated links to the Council Plan 2017-2021 and strategic objectives, met application eligibility criteria and assessment processes and agreed to its funding conditions.
- Grants programs will be managed consistently in line with the grants management lifecycle.
- The level of assistance available is limited by Council's budget allocation and its priorities. No applicant can be guaranteed funding, nor can any applicant be guaranteed to receive the full requested amount.

## Community development principles

Principles for the Community Grants program have been developed from best practice experience and underpin funding approaches and priorities.

- **Access and equity** – We will support programs and organisations which address social inequity, promote social inclusion, embrace diversity, and establish environments that are supportive of all people regardless of age, ability, culture or identity.
- **Social and economic participation** – We will support programs and organisations which support the local community and economy, encourage community involvement, facilitate volunteerism, and empower the community.
- **Positive working relationships** – We will support programs and organisations which operate with transparency, link with Council priorities, and maintain relationships based on mutual trust and respect.
- **Flexibility and responsiveness** – We will support programs which recognise and can adapt to changing needs and circumstance.
- **Sustained benefit** – We will support programs with approaches that can remain financially viable and achieve sustained participation and positive impact into the future.
- **Environmental sustainability** – We will support activities that have low to zero environmental impacts and promote environmentally sustainable practices.

## Administrative principles

Principles for the administration of the Community Grants program have been developed from best practice experience and underpin program delivery.

### Maximise outcomes from investment

- **Value for money** – obtaining the best mix of services to meet the community's needs within available funding and selecting the mix of resources that delivers the best possible outcomes to clients.

### Sound administration

- **Robust planning and design** – efficient, effective, and ethical funding administration, including the establishment of effective risk management processes.

- **Proportionality** – program design and administrative processes are commensurate to the scale, complexity and risks associated with the funding.
- **Governance and accountability** – establishment of a robust governance framework that:
  - defines roles and responsibilities
  - establishes the policies, procedures and guidelines necessary for defensible grant recipient selection
  - supports public accountability for decision making, grant administration and performance monitoring.
- **Probity and transparency** – program administration reflects public sector values, grant decisions are impartial, well documented and publicly defensible and appropriate reporting and fraud control measures are in place.

## Conflict of interest

All Council officers involved in the grant assessment process are required to declare their interests prior to assessing any grant applications or reviewing project evaluations and reports. Councillors involved in the review of recommendations are also required to disclose their interests prior to their involvement in the grants allocation process. This process ensures that any potential, actual or perceived conflict of interest is promptly identified and managed appropriately. In the event of a conflict of interest, the relevant person must decline to participate in any discussion about the application, report or recommendation and this declaration noted in relevant reports to Council and managed according to Council policy.

## Grievance procedure

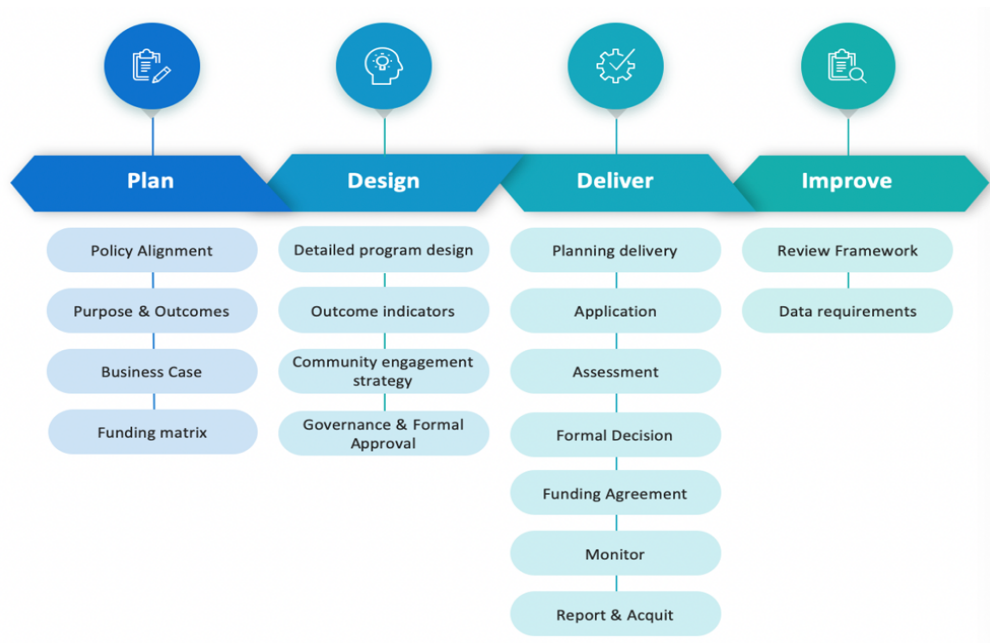
The Council's decision is final. Should an applicant wish to appeal a funding decision, this will be in accordance with the Council's Complaints Handling Policy.

## Review

Grant funding priorities will be reviewed in accordance with the Council Plan, other key Council strategies and issues of concern to the community identified throughout the year.

The results of the review will be used by Council to inform and updates to, and improve implementation of, the Community Grants Policy.

## Appendix: Grant Management Life Cycle





## Community Grants Program 2021/22

### Overview of Grant Categories

	Community Capacity Building Grant	Partnership Grant	In-kind Grant	Quick Response Grant
<b>Approach</b>	<ul style="list-style-type: none"> <li>Competitive</li> </ul>	<ul style="list-style-type: none"> <li>Competitive</li> </ul>	<ul style="list-style-type: none"> <li>Competitive</li> </ul>	<ul style="list-style-type: none"> <li>Competitive</li> <li>Opens once the application for annual and partnership closes</li> </ul>
<b>Term</b>	<ul style="list-style-type: none"> <li>12 months</li> </ul>	<ul style="list-style-type: none"> <li>3 years</li> </ul>	<ul style="list-style-type: none"> <li>12 months</li> </ul>	<ul style="list-style-type: none"> <li>Financial year (will be offered until funds are exhausted)</li> </ul>
<b>Scope of funding</b>	<ul style="list-style-type: none"> <li>Social and cultural activities and events</li> <li>Minor equipment purchase (less than \$2,000)</li> <li>Environmental initiatives and programs</li> <li>Health and wellbeing activities</li> <li>Activities promoting organised and passive physical exercise</li> <li>Programs addressing priorities issues identified by the Council (e.g. disaster event; significant social issues)</li> </ul>	<ul style="list-style-type: none"> <li>Multi-year projects</li> <li>Intervention programs addressing disadvantage or social harm</li> <li>Programs addressing financial hardship and deliver basic needs</li> <li>Programs addressing priorities issues identified by the Council (e.g. disaster event; significant social issues)</li> </ul>	<ul style="list-style-type: none"> <li>Access to Council venues at no cost, for activities which</li> <li>Use of community bus by eligible groups and organisations to enable the transport of members or participants at no cost.</li> </ul>	<ul style="list-style-type: none"> <li>Unforeseen events or emerging issues that need to be addressed urgently and requires the support of the Council</li> <li>Groups that have missed out on the annual grant due to circumstances beyond their control (e.g. incapacity of the person responsible for grant applications due to illness)</li> </ul>
<b>Funding level</b>	<ul style="list-style-type: none"> <li>Up to \$15,000</li> <li>Maximum of 2 funded projects per organisation across all categories (except Quick Response)</li> </ul>	<ul style="list-style-type: none"> <li>Up to \$50,000</li> <li>Maximum of 2 funded projects per organisation across all categories (except Quick Response)</li> </ul>	<ul style="list-style-type: none"> <li>In-kind only</li> <li>Maximum of 2 funded projects per organisation across all categories (except Quick Response)</li> </ul>	<ul style="list-style-type: none"> <li>Up to \$1,000</li> <li>Maximum of 1 funded projects per organisation across all categories</li> </ul>

	Community Capacity Building Grant	Partnership Grant	In-kind Grant	Quick Response Grant
<b>Eligibility</b>	<ul style="list-style-type: none"> <li>Incorporated not-for-profit organisations</li> <li>Not-for-profit organisations in auspice arrangements</li> </ul>	<ul style="list-style-type: none"> <li>Incorporated not-for-profit organisations</li> </ul>	<ul style="list-style-type: none"> <li>Incorporated not-for-profit organisations</li> <li>Not-for-profit organisations in auspice arrangements</li> </ul>	<ul style="list-style-type: none"> <li>Incorporated not-for-profit organisations</li> <li>Not-for-profit organisations in auspice arrangements</li> </ul>
<b>Assessment</b>	<ul style="list-style-type: none"> <li>Internal panel composed of subject matter experts using weighted criteria</li> </ul>	<ul style="list-style-type: none"> <li>Internal panel composed of subject matter experts using weighted criteria</li> </ul>	<ul style="list-style-type: none"> <li>Internal panel composed of subject matter experts using weighted criteria</li> </ul>	<ul style="list-style-type: none"> <li>Internal panel composed of two people to assess applications as they come in using weighted criteria</li> </ul>
<b>Legal instrument</b>	<ul style="list-style-type: none"> <li>Standard grant agreement</li> </ul>	<ul style="list-style-type: none"> <li>Standard grant agreement</li> </ul>	<ul style="list-style-type: none"> <li>Standard grant agreement</li> </ul>	<ul style="list-style-type: none"> <li>Standard grant agreement</li> </ul>
<b>Reporting</b>	<ul style="list-style-type: none"> <li>Acquittal form containing project description, achievements and how funds were used</li> </ul>	<ul style="list-style-type: none"> <li>Acquittal form containing project description, achievements and how funds were used</li> </ul>	<ul style="list-style-type: none"> <li>Acquittal form containing project description, achievements and how funds were used</li> </ul>	<ul style="list-style-type: none"> <li>Acquittal form containing project description, achievements and how funds were used</li> </ul>





## Engagement plan: Community Grants Program 2021-2022

### Key dates:

- Community Grants Program opens 14 June 2021
- Community Grants Program closes 12 July 2021

### Summary of consultation and engagement for the 2021-2022 Community Grants Program

Activity	Distribution target group	Date
Promotion through Council digital communications		
Stonnington Council Website – Connect – Have Your Say	Target audience: residents; community service providers and community groups 2,115,004 page views between 12 May 2020 and 12 May 2021	10 June 2021
Intranet news	Target audience: Council staff	10 June 2021
Social media (organic) Facebook and Twitter – Link to Connect Stonnington Page	8,965 followers on Facebook 2,956 followers on Twitter	Between 10 June and 8 July 2021
Internal Engagement		
Email script for Council Officers to use when distributing information to their networks	Target audience: community groups, community service providers and residents	8 June 2021
Briefing session	Target audience: Council Officers (brief them on the program and assessment process)	12 June 2021
Direct Community Engagement		
Community information session	Zoom online session	18 June 2021
Individual drop-in sessions	Weekly online or in person applicant assistance	Weekly from 14 June until 9 July 2021
Direct notification	Emails through SmartyGrants to inform community grants database of program opening and closing	8; 10 June and 7 July 2021
Face-to-Face sessions for non-English speaking community groups	Target group: mostly CALD senior groups (to provide them information about the program).	Between 11 June and 17 June 2021



AUSTRALIAN  
LOCAL GOVERNMENT  
ASSOCIATION

# 27<sup>th</sup> National General Assembly

20—23 June 2021  
CANBERRA

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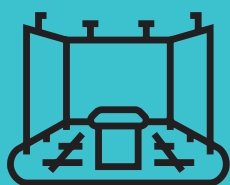


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# Great Benefits of NGA



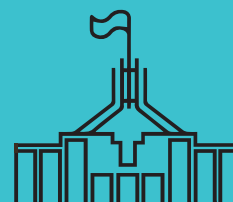
Largest national conference for Local Government held in Australia with over 870 delegates



Over 10 hours of professional development



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Take advantage of Canberra's location and visit your Federal Member



Over 15 hours available to network with other Local Government leaders



Over 140 motions debated and used to engage with 24 Ministers and Federal portfolios



Encounter over 60 exhibitors with innovative and new solutions

# President Welcome

National General Assembly  
20 - 23 June 2021



Friends,

I am so excited to invite you to the 2021 National General Assembly of Local Government (NGA) at the National Convention Centre in Canberra, to be held from 20 to 23 June.

As President of Australian Local Government Association (ALGA), I am proud to be convening the 27th NGA. Frankly, it has never been held at a more important time in Australia's recent history.

COVID-19 cut a swathe through our communities in 2020, but it is with a sense of having prevailed as a nation that ALGA is planning a forward-looking 2021 NGA. And that future is about jobs, and the work local government is doing to drive a locally led recovery from COVID.

Australia's 537 councils provide direct employment for almost 200,000 people and expend about \$40 billion purchasing goods and services each year, supporting thousands of small and medium sized business enterprises.

We play a critical role in facilitating, establishing, and growing local businesses and economies, not only through their services and networks but in partnership with the states and Commonwealth in infrastructure and job-creation programs.

We cannot forget, however, that local government's ability to support communities going forward has been adversely impacted by drought, bushfires, COVID and floods. Our capacity to generate own-source income has been diminished, and financial reserves have taken a hit.

The NGA is a unique opportunity to send a powerful message to the Australian Government that financial support, particularly the Financial Assistance Grants provided by the Commonwealth, is essential for councils and their communities.

It is our chance to make the case for local government's inclusion in National Cabinet as First Ministers refocus on job creation and economic growth.

Your attendance sends a powerful message to the Australian Government that Local Government is strong, purposeful and can be trusted to partner in the delivery of government services and infrastructure on the ground. A partnership that will help to deliver national goals and local opportunities.

I am also pleased to invite you to attend the Regional Forum, which provides an opportunity for delegates with a specific interest in regional affairs to gain a deeper understanding of common issues.

It's a forum to hear from experts, to share experiences, to listen, and network.

By June, the Australian Government will have brought down the Federal Budget and in all likelihood, attention will begin to turn to the next Federal election.

The 27th session of the NGA has never been more important. This is Local Government's time. We know our communities. We know the challenges they have faced, and we know what is needed to go forward.

Join me and your fellow Mayors and Councillors at this year's NGA and help us shape the recovery.

*Linda Scott*

Councillor Linda Scott  
ALGA President

# NGA21

## WORKING TOGETHER FOR OUR COMMUNITIES

### Key Dates:

**Early Bird Registration**  
on or before Friday 21 May 2021

**Standard Registration**  
on or before Friday 4 June 2021

**Late Registration**  
after Friday 4 June 2021

Register online for onsite  
or virtually at

[NGA21.com.au](https://nga21.com.au)

# Provisional Program

## SUNDAY 20 JUNE

8.30am Registrations Open

5.00pm - 7.00pm Welcome Reception & Exhibition Opening

**SALTO**  
inspired access

## MONDAY 21 JUNE

8.00am Registrations Open

9.00am Opening Ceremony  
Welcome to Country

9.20am ALGA President Opens the Assembly

9.30am **Prime Minister Address (invited)**  
The Hon Scott Morrison MP

10.00am **ALGA President Address**  
Cr Linda Scott, ALGA President

### MORNING TEA

11.00am **Keynote Address: All Politics is Local - The Context for the Next Federal Election**  
Peter Van Onselen, Political Editor, Network Ten and Professor of Politics and Public Policy, Griffith University

11.45am Debate on Motions

### LUNCH

1.30pm **COVID - The Long Goodbye**  
Professor Mary-Louise McLaws, Epidemiologist, Hospital Infection and Infectious Diseases Control, UNSW  
Professor Gigi Forster, School of Economics, UNSW  
Professor Sanjaya Senanayake, Infectious Diseases Specialist, ANU

2.30pm Debate on Motions

### AFTERNOON TEA

**McArthur** | 50 YEARS  
A proud past. A bright future.

4.00pm Debate on Motions

4.30pm **Shadow Minister Address (invited)**  
The Hon Jason Clare MP, Shadow Minister for Regional Services, Territories and Local Government

5.00pm ALGA President Close

7.00pm - 11.00pm **Networking Dinner**  
National Arboretum

 **University of South Australia**



**TUESDAY 22 JUNE**

9.00am	<b>Keynote Address: Planning a Prosperous Future</b> Danielle Wood, CEO, Grattan Institute
9.45am	<b>Panel of Mayors: Local Employment and Economic Stimulus</b> Panelists TBC
10.30am	<b>MORNING TEA</b>
11.00am	<b>Panel of Mayors: Locally Led - Better Futures</b> Panelists TBC
12.00pm	<b>Launch of ALGA Federal Election Priorities</b>
12.30pm	<b>LUNCH</b>
1.30pm	<b>Concurrent Sessions</b> <ul style="list-style-type: none"> <li>• Actions on Climate - At Home and Around the World</li> <li>• Safer Communities</li> <li>• The Circular Economy and You</li> </ul>
3.00pm	<b>AFTERNOON TEA</b>
3.30pm	<b>Federal Local Government Minister Address (invited)</b> The Hon Mark Coulton MP, Minister for Regional Health, Regional Communications and Local Government
4.00pm	<b>Keynote Address: Indigenous Voice</b>
5.00pm	<b>Session Close</b>
7.00pm - 11.00pm	<b>General Assembly Dinner</b> Exhibition Park in Canberra (EPIC)

**WEDNESDAY 23 JUNE**

9.00am	<b>Keynote Address: Recovery and Resilience</b> Commissioner Shane Fitzsimmons AFSM
9.45am	<b>Panel Discussion</b> <b>Recovery and Resilience</b> Panelists TBC 
10.30am	<b>MORNING TEA</b>
11.00am	<b>Resilience in a Digital World</b>
11.30am	<b>Keynote Address: Leadership, Human Rights and Persistence</b> Craig Foster AM, Human Rights and Refugee Ambassador
12.15pm	<b>ALGA President Closing Address</b>
12.30pm	<b>LUNCH</b>



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# REGIONAL FORUM 2021

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NATIONAL  
CONVENTION CENTRE  
CANBERRA

SUNDAY 20 JUNE



## PROVISIONAL PROGRAM

9.00AM	Registrations Open
9.30AM	Welcome to Country
9.40AM	ALGA President Opening Cr Linda Scott, President, Australian Local Government Association
9.50AM	Keynote Address: Politics and the Bush Speaker TBC
10.30AM	Keynote Address: Regional Awareness Kim Houghton, Chief Economist, Regional Australia Institute
11.00AM	MORNING TEA
11.30AM	Shadow Minister Address ( <i>Invited</i> ) The Hon Jason Clare MP, Shadow Minister for Regional Services, Territories and Local Government
12.00PM	Regional Health Challenges and Opportunities Professor David Perkins, Director, Centre for Rural and Remote Mental Health, University of Newcastle
1.00PM	LUNCH
2.00PM	Keynote Address: Regional Trends Speaker TBC
2.30PM	Panel of Mayors: Communities that Thrive - Strategies for Success
3.30PM	AFTERNOON TEA
4.00PM	Federal Local Government Minister Address ( <i>invited</i> ) The Hon Mark Coulton MP, Minister for Regional Health, Regional Communications and Local Government
4.20PM	Closing Remarks

## GENERAL INFORMATION

### REGISTRATION FEES

Forum Only Registration  
\$425

NGA Delegate Discount Registration  
\$225

Register Online Now:  
[regionalforum.com.au](http://regionalforum.com.au)

Hard copy registration forms and PDF versions are available by emailing [confco@confco.com.au](mailto:confco@confco.com.au)

Dress Code: Smart Casual

# 2021 Speakers



## **PETER VAN ONSELEN**

Political Editor, Network Ten and Professor of Politics and Public Policy, Griffith University

Peter van Onselen is Network Ten's political editor and a contributing editor for The Australian, where he writes a weekly column. He is also a professor of political science and Foundation Chair of Journalism at the University of Western Australia, as well as a professor of politics and public policy at Griffith University.

Peter is a host on The Project and appears as a panelist on ABC Insiders. He has won Walkley and Logie awards for his broadcast journalism on Sky News where he worked for nearly ten years as a host, and a News Award for his feature and opinion writing in the Australia.

He is the author or editor of six books, including a biography of former Prime Minister John Howard, rated by the Wall Street Journal as the best biography of 2007. He has a PhD in political science and a masters of policy studies and a masters of commerce.



## **PROFESSOR MARY-LOUISE MCLAWS**

Epidemiologist, Hospital Infection and Infectious Diseases Control, UNSW

Mary-Louise is a Professor of Epidemiology. Her COVID-19 related activities include: member of the World Health Organization Health Emergencies Program Advisory Panel for Infection Prevention and Control Preparedness, Readiness and Response to COVID-19 and is the Focal Point for the WHO Global Outbreak Alert and Response Network. Previously Mary-Louise a member of several other World Health Organization patient safety programs and a World Health Organization Advisor to China and Malaysia during the development of national infection surveillance. There were many lessons to be learnt from the response to the Severe Acute Respiratory Syndrome (SARS) outbreak and she reviewed the healthcare worker safety for the Hong Kong SARS designated hospital and with Beijing reviewed their response. She reviewed the Pandemic Influenza Infection Control Guidelines for healthcare workers on behalf of the then Federal Chief Medical Officer.

She enjoys capacity building infection control in low and middle income countries and research with her PhD students in Cambodia, China, Bangladesh, Mali, Indonesia, Iran, Viet Nam, Taiwan and Turkey.



**CRAIG FOSTER AM**

**Human Rights and Refugee Ambassador**

Craig Foster is a decorated former Captain of the Socceroos and broadcaster who is leading the way in sport and social justice as an Adjunct Professor with Torrens University.

Craig is a member of the Australian Multicultural Council and was recognized for his leadership of the #SaveHakeem campaign to free a young Bahraini from a Thai prison, his advocacy of inclusion and multiculturalism and anti-racism with an Order of Australia Medal in the 2021 Australia Day honors.



**DANIELLE WOOD**

**CEO, Grattan Institute**

Danielle is the CEO of the Grattan Institute. She believes in the power of public policy to make Australia a better place. Danielle has published extensively on economic reform priorities, budget policy, tax reform, generational inequality and reforming political institutions. She is a sought-after media commentator and speaker on policy issues.

Danielle previously worked at the ACCC, NERA Economic Consulting and the Productivity Commission. She holds an Honours degree in Economics from the University of Adelaide and Masters degrees in Economics and Competition Law, from the University of Melbourne.

Danielle is the National President of the Economic Society of Australia and co-founder and former Chair of the Women in Economics Network.

# 2021 Speakers



## **PROFESSOR SANJAYA SENANAYAKE**

Infectious Diseases Specialist, ANU

Sanjaya is an Infectious Diseases Specialist dealing with patients in a hospital setting. Medicine has also given him the opportunity to diversify into media, writing and education as he loves to communicate and educate. This was the driving force behind two medical textbooks he wrote as well as writing a novel, "Chilli, Chicks and Heart Attacks: The Misadventures of an Intern" - a tale of medicine, migrants and mayhem. His enthusiasm and engaging manner have inadvertently resulted in a number of media interviews as a medical expert. Some of these included The Project, Ten's Breakfast show, the PM radio show about Ebola and Sunrise on the topic of "superbugs".

He has written a chapter on Infectious Diseases for the biennial publication from the Australian Institute of Health and Welfare: "Australia's Health". This is the official snapshot of the health of the nation, tabled at Parliament by the Federal Health Minister.

Sanjaya has a strong interest in the Public Health response to Communicable Diseases, as evidenced in his book, "Clinical Cases in Infectious Diseases: A Public Health Approach" (McGraw-Hill 2007) and his Masters of Applied Epidemiology from the ANU (2003-4).



## **PROFESSOR GIGI FORSTER**

School of Economics, UNSW

Gigi Foster is a Professor with the School of Economics at the University of New South Wales Business School, having received her BA from Yale, majoring in Ethics, Politics, and Economics, and her PhD in Economics from the University of Maryland. Upon receiving her PhD she joined the University of South Australia's School of Commerce, and moved to Sydney in 2009 as a Senior Lecturer in UNSW's Australian School of Business. She has held several ARC Discovery Grants and authored more than 25 scholarly works, including the book (joint with Paul Frijters) An Economic Theory of Greed, Love, Groups, and Networks, published in 2013 by Cambridge University Press. Gigi is active in the Australian media, particularly in regard to matters of education policy and economic thought and has served the profession in a variety of roles such as ARC Expert Assessor and National Economics Learning Standards Working Party member.



#### **SHANE FITZSIMMONS AFSM**

##### **Commissioner, Resilience NSW**

In the terrifying 2019/20 bushfire season, Australians were reassured by the exemplary leadership and empathetic presence of then NSW Fire Commissioner Shane Fitzsimmons.

Shane began as a volunteer with NSW RFS in 1985, in the footsteps of his father George – a full-time firefighter who was tragically killed in an out-of-control hazard reduction burn in 2000.

In 1994, Shane joined the NSW RFS full-time, working in a range of leadership positions before being endorsed as the organisation's commissioner in 2007 – a role he held for 12 years.

In 2019/20, Shane guided a state-wide response including a 74,000-strong crew of mostly volunteers through one of Australia's worst fire seasons. Working long hours, he informed and calmed the public in daily press conferences, liaised with government leaders and provided comfort to colleagues and family members of firefighters who lost their lives in service to others.

In April 2020, Shane was appointed leader of the new disaster management and recovery agency, Resilience NSW.



#### **HON SCOTT MORRISON MP**

##### **Prime Minister of Australia**

Scott Morrison was sworn in as Prime Minister of Australia on 24 August 2018.

Prior to becoming Prime Minister, Scott Morrison was Federal Treasurer. His achievements as Treasurer include:

- Record jobs growth
- Delivering tax relief for families and small businesses
- Reducing the deficit
- Getting debt under control
- Ensuring multinationals pay their fair share of tax
- The Prime Minister says the achievement he is most proud of is the more than 100,000 jobs that were created for young people during 2017-18. This is the best result on record.

As Minister for Immigration and Border Protection, Scott Morrison successfully stopped the boats. This stopped the deaths at sea that had been occurring over the previous six years under Labor. Stopping the boats meant that, the Government could close 19 detention centres and remove all children from detention and from Nauru.

As Social Services Minister, Scott reduced abuse of the welfare system and put Australia's social safety net on a more sustainable footing.

Throughout his career in government and in the private sector, Scott Morrison has established a reputation as someone who listens to people and solves difficult policy problems.

Scott Morrison is from the Sutherland Shire in Sydney's south. He has represented his local community in Parliament for over 11 years.

# 2021 Speakers



**HON MARK COULTON MP**

Minister for Regional Health, Regional Communications and Local Government

Mark was first elected to the House of Representatives for the seat of Parkes, New South Wales, in 2007. He has since been reelected in 2010, 2013, 2016 and 2019.

In January 2020, Mark was appointed to the Coalition Government Ministry by Prime Minister Scott Morrison as the Minister for Regional Health, Regional Communications and Local Government, and was officially sworn-in on 29 May 2019. From March 2018 to May 2019, Mark was the Assistant Minister for Trade, Tourism and Investment.

During his time in the Federal Parliament, Mark has also held the positions of Deputy Speaker of the House of Representatives, National Party's Chief Whip, Shadow Parliamentary Secretary for Ageing and the Voluntary Sector, Shadow Parliamentary Secretary for Water and Conservation and Shadow Parliamentary Secretary for Regional Development and Emerging Trade Markets.

Prior to his election to the House of Representatives, Mark was the Mayor of Gwydir Shire Council from 2004 until 2007. Mark has an extensive agricultural background having spent 30 years as a farmer and grazier. Mark and his wife Robyn owned and operated a mixed farming system growing cereal crops and running beef cattle. As the Federal Member for Parkes, Mark represents one of the largest Aboriginal populations in the Australian Parliament.



**HON JASON CLARE MP**

Shadow Minister for Regional Services, Territories and Local Government

Jason was born and raised in western Sydney where he attended Cabramatta Public School and Canley Vale High School before graduating with a Bachelor of Arts (Honours) and a Bachelor of Laws from the University of New South Wales.

In June 2019, Jason was appointed Shadow Minister for Regional Services, Territories and Local Government and Shadow Minister for Housing and Homelessness.

He joined the Australian Labor Party because of its commitment to improving the lives of working Australians, particularly through education.

Jason is the Patron of Care Leavers Australia Network (CLAN), the Bankstown Youth Development Service (BYDS), the Bankstown Sports Club and the Bankstown RSL.

# General Registration

GENERAL ASSEMBLY REGISTRATION FEES		INCLUSIONS
Registration Fees — Early Bird Payment received by Friday 21 May 2021	\$989.00	<ul style="list-style-type: none"> <li>— Attendance at all General Assembly sessions</li> <li>— Morning tea, lunch and afternoon tea as per the General Assembly program</li> <li>— One ticket to the Welcome Drinks, Sunday</li> <li>— General Assembly satchel and materials</li> </ul>
Registration Fees — Standard Payment received on or before Friday 4 June 2021	\$1,099.00	
Registration Fees — Late Payment received after Friday 4 June 2021	\$1,199.00	

VIRTUAL REGISTRATION FEES		INCLUSIONS
Full Virtual Registration	\$689.00	<ul style="list-style-type: none"> <li>— Virtual access to all General Assembly sessions for day(s) selected</li> <li>— Meeting hub to connect with other virtual attendees</li> </ul>
Virtual Day Registration (Monday or Tuesday)	\$489.00	

DAY REGISTRATION FEES		INCLUSIONS
Monday 21 June 2021	\$529.00	<ul style="list-style-type: none"> <li>— Attendance at all General Assembly sessions on the day of registration</li> <li>— Morning tea, lunch and afternoon tea as per the General Assembly program on that day</li> <li>— General Assembly satchel and materials</li> </ul>
Tuesday 22 June 2021	\$529.00	
Wednesday 23 June 2021	\$280.00	

SUNDAY REGIONAL FORUM REGISTRATION FEES	
Forum Only Sunday 20 June 2021	\$425.00
NGA Delegate Delegates attending the Regional Forum and the NGA are entitled to this discount	\$225.00

ACCOMPANYING PARTNERS REGISTRATION FEES		INCLUSIONS
Accompanying Partners Registration Fee	\$280.00	<ul style="list-style-type: none"> <li>— 1 ticket to the Welcome Reception, Sunday 20 June</li> <li>— Day tour Monday 21 June</li> <li>— Day tour Tuesday 22 June</li> <li>— Lunch with General Assembly Delegates on Wednesday 23 June</li> </ul>

*All amounts include GST*



# Cancellation Policy

## Cancellation Policy

All alterations or cancellations to your registration must be made in writing and will be acknowledged by email. Notification should be sent to:

E-mail: [nga@confco.com.au](mailto:nga@confco.com.au)

### Standard Terms

An administration charge of \$110.00 will be made to any participant cancelling before Friday 21 May 2021. Cancellations received after Friday 21 May 2021 will be required to pay full registration fees. However, if you are unable to attend, substitutes are welcome at no additional cost.

### COVID Terms

Conditions that apply to cancellations, substitutions and rescheduling of the Assembly due to COVID-19 are listed below.

All other cancellation will be subject to the standard cancellation policy.

#### **Cancellation of face-to-face event**

If the face-to-face event has to be cancelled as a result of an outbreak of COVID-19 restricting travel to, or circulation in Canberra, your registration will be transferred to virtual attendance. The difference in price between in-person attendance and virtual attendance will be refunded. All ancillary costs (cancelled flights etc) will not be the responsibility of ALGA.

#### **Registration changes**

Delegates who are unable to attend the Assembly due to their location in a declared COVID-19 hot spot will be automatically transferred to become virtual delegates. The difference in price between in-person attendance and virtual attendance will be refunded. It is the responsibility of the individual to contact the conference organisers (in writing) if they are affected by a local lock-down.

No refund will be applicable to no shows.

#### **Substitutions**

As with all ALGA events, substitutions are allowed for delegates. Please notify the conference organisers in writing if substitutions are required.

## Payment Procedures

Payment can be made by:

### Credit card

MasterCard and Visa

### Cheque

Made payable to ALGA

### Electronic Funds Transfer

Bank: Commonwealth Bank

Branch: Woden

BSB No: 062905

Account No: 10097760

### ALGA ABN

31 008 613 876

## Contact Details

### Conference Co-ordinators

PO Box 905

Woden ACT 2606

Phone: 02 6292 9000

Email: [nga@confco.com.au](mailto:nga@confco.com.au)

*All amounts include GST. Invoices are sent once a registration has been completed.*

# General Information

## Privacy Disclosure

ALGA collects your personal contact information in its role as a peak body for local government. ALGA may disclose your personal contact information to the sponsors of the event for the purposes of commercial business opportunities.

If you consent to ALGA using and disclosing your personal contact information in this way, please tick the appropriate box on the registration form.

Importantly, your name may also be included in the General Assembly List of Participants. You must tick the appropriate box on the registration form if you wish your name to appear in this list.

## Photographs

During the National General Assembly there will be a contracted photographer. The photographer will take images during the sessions and social functions. If you have your picture taken it is assumed that you are giving consent for ALGA to use the image.

Images may be used for print and electronic publications.

## Coach Transfers

**Welcome Reception and Exhibition Opening - Sunday 20 June 2021**  
Coaches will collect delegates from all General Assembly hotels (except Crowne Plaza Canberra) at approximately 4:45pm. The return coaches will depart at 7:00pm.

**Daily Shuttles to and from the National Convention Centre**  
A shuttle service between all General Assembly hotels (except Crowne Plaza Canberra) and the National Convention Centre will operate between 8:00am and 8:30am. Return shuttles will depart the National Convention Centre at 5:30pm.

**Networking Dinner – National Arboretum – Monday 21 June 2021**  
Coaches will collect delegates from all General Assembly hotels at approximately 6:45pm. A return shuttle service will commence at 10:15pm.

**General Assembly Dinner – Exhibition Park in Canberra – Tuesday 22 June 2021**  
Coaches will collect delegates from all General Assembly hotels at approximately 6:40pm. A return shuttle service will operate between 10:30pm and 11:45pm.

## Canberra Weather in June

Winter days in Canberra are characterised by clear sunny skies but the days are cool at around 12-15C and temperatures do drop to 1C on average in the evenings, so be sure to bring a warm jacket. Mornings can be foggy so keep this in mind when booking flights. It is best to avoid early arrivals or departures in case of delays due to fog.

## Car Parking

Parking for delegates is available underneath the National Convention Centre for a cost of approximately \$19.00 per day. Alternatively, voucher public parking is available 300m from the Centre at a cost of approximately \$15.70 per day. The voucher machines accept either coins or credit cards (Visa or MasterCard).

# Social Functions

## Welcome Reception and Exhibition Opening

**Sunday 20 June 2021**

**Venue:** National Convention Centre Canberra.

The Welcome Reception will be held in the exhibition hall and foyer.

05:00pm - 07:00pm

\$50.00 per person for day delegates and guests. No charge for full registered delegates. No charge for registered accompanying partners.

**Dress Code:** Smart casual

## Networking Dinner

**Monday 21 June 2021**

**Venue:** National Arboretum

The dinner is being held in the Village Centre

07:00pm - 11:00pm

\$150.00 per person

**Dress Code:** Smart casual

The Networking Dinner will be held at the National Arboretum where you get the breathtaking views of the living forests and gardens whilst having the opportunity to network with delegates from other councils.

With over 44,000 rare and endangered trees across a 250-hectare site, the Arboretum is a place of conservation, research, education, tourism and recreation.

## General Assembly Dinner

**Tuesday 22 June 2021**

**Venue:** Exhibition Park in Canberra (EPIC)

The dinner is being held in The Budawang Pavillion.

07:00pm - 11:00pm

\$175.00 per person

**Dress Code:** Formal/Cocktail

We are excited to bring the 2021 General Assembly dinner back to Exhibition Park. The space offers us ample opportunity to provide guests with great entertainment, food and networking opportunities.

## General Assembly Business Sessions

**Monday 21 June 2021 -  
Wednesday 23 June 2021**

**Venue:** National Convention Centre Canberra

All plenary sessions will be held in the Royal Theatre at the National Convention Centre.

**Dress Code:** Smart casual

## Exhibition

**Monday 21 June 2021 -  
Wednesday 23 June 2021**

**Venue:** National Convention Centre

The exhibition is being held in the Exhibition Hall at the National Convention Centre.

**Dress code:** Smart casual

## Partner Tours

**Monday 21 June & Tuesday 22 June 2021**

The Partner program consists of two full day tours highlighting what Canberra has to offer. Both days will include lunch.

The partners meet at the National Convention Centre Canberra each morning to join the tour guide for their specialised trip around Canberra.

The tour details will be announced soon via email.

To register your partner, please select the partner fee on the registration form.

# Accommodation

## Crowne Plaza

*1 Binara Street, Canberra*

The Crowne Plaza is adjacent to the Convention Centre and only a short walk from restaurants, bars and the main shopping district.

Twin option at the hotel consists of two double beds.

Superior Room \$325 per night  
— Single/twin/double

Deluxe Room \$375 per night  
— Single/twin/double

## A by Adina

**\*New Property\***

*1 Constitution Avenue, Canberra*

A by Adina Canberra is the newest hotel to Canberra which is located on Constitution Avenue only a 5-minute walk from the National Convention Centre.

The hotel combines spacious apartment living with 24-hour reception, room service, service provided by knowledgeable concierges and a well-equipped gym.

A new dining district is also newly constructed in the immediate area.

All rooms have a king bed and the studios offer a twin option of two singles beds.

Studio Rooms: \$199 per night  
— single/twin/double

1 Bedroom Apartments: \$239 per night  
— single/double

## Avenue Hotel

*80 Northbourne Avenue, Canberra*

The Avenue Hotel is one of the only 5 star options in the Canberra city and offers guests both studio and apartment style rooms. The hotel is a 15-20 minute walk from the Convention Centre.

The apartments have a fully functioning kitchen. Twin option at the hotel consists of two king singles.

Superior King Rooms \$285 per night  
— Single/twin/double

1 Bedroom Apartments \$335 per night  
— Single/double

## Nesuto Apartments (previously the Waldorf)

*2 Akuna Street, Canberra*

Located in the heart of Canberra's CBD, the Nesuto Apartments is only a five-minute walk from the National Convention Centre. The one-bedroom apartments also offer a separate lounge/dining area.

Twin option at the hotel consists of two single beds. Additional costs will apply if more than 2 guests are within the one room.

Studio Apartment \$210 per night  
— Single/twin/double

1 Bedroom Apartments \$230 per night  
— Single/twin/double

## The Sebel Canberra Civic

*197 London Circuit, Canberra*

The Sebel Canberra Civic is one of Canberra's newest hotels which opened in June 2019 and is just a 7-minute walk from the National Convention Centre.

This property offers free WiFi throughout the hotel, a fully equipped gym, and an onsite restaurant and bar lounge.

All rooms come with a fully equipped kitchenette with Nespresso machine and dining table. Every bathroom is accessibility friendly with walk in showers.

Superior rooms come with a queen bed.

Superior Room \$160 per night  
— Single/double



**20—23 June 2021**

**CANBERRA**

Registrations:

Online: [NGA21.com.au](https://nga21.com.au)

Hard copy registration forms  
and PDF versions are available  
by emailing

[NGA@confco.com.au](mailto:NGA@confco.com.au)

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FOR OUR COMMUNITIES**