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Council Meeting Minutes

Held on Monday 13 December 2021 at 7 PM

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

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Councillors Present:

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

Council Officers Present:

Jacqui Weatherill	Chief Executive Officer
Annaliese Battista	Director Planning & Place
Liz Daley	Acting Director Community & Wellbeing
Rick Kwasek	Director Environment & Infrastructure
Greg Curcio	Director Customer & Technology
Tracey Limpens	Chief of Staff
Julia Gallace	Chief Financial Officer
Tony Mcilroy	Manager Councillor & Civic Support
Judy Hogan	Civic Support Officer

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The meeting commenced at 7:00pm.

1 Reading of the Statement of Reconciliation

The Chair read the following Statement of Reconciliation:

The City of Stonnington acknowledges that we are on the Traditional Lands of the Wurundjeri Woi Wurrung and Bunurong peoples of the East Kulin Nations and pay our respect to their Elders past, present and emerging.

We extend that respect to all Aboriginal and Torres Strait Islander peoples.

2 Reading of the Statement of Commitment

The Chair read the following Statement of Commitment:

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

3 Apologies

There were no apologies for the meeting.

4 Introduction of Councillors & Executive Staff

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

5 Confirmation of the Minutes of the previous meeting

5.1 Minutes of the Council Meetings held on 23 & 29 November 2021

MOTION:

MOVED: Cr Mike Scott

SECONDED: Cr Nicki Batagol

That the Minutes of the Meetings of the Council held on 23 November 2021 and 29 November 2021 be confirmed as an accurate record of the proceedings.

Carried

6 Disclosure of Conflicts of Interest

Cr Griffin declared a conflict of interest in Item 8.6 Albion Street South Yarra - Footpath Accessibility on the basis that a family member resides in the street.

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Cr Sehr declared a conflict of interest in Item 8.1 56, 57 & 58 Porter Street Prahran on the basis that she resides close by.

7 Questions From the Community

There were no questions to the Council from members of the community.

8 Business

8.1 Planning Application 0524/21 - 56, 57 & 58 Porter Street, Prahran

7:03pm Cr Sehr declared a conflict of interest in the item on the basis that she resides close by and left the meeting.

MOTION:

MOVED: Cr Nicki Batagol

SECONDED: Cr Mike Scott

That the Council authorise Officers to issue a Notice of Decision to Grant a Planning Permit No. 524/21 for the land located at 56, 57 & 58 Porter Street, Prahran under the Stonnington Planning Scheme for the construction of a mixed use development in the Activity Centre Zone, use of the land for dwellings and office, and a reduction in the standard car parking requirements subject to the following conditions:

- 1. Before the commencement of the development, one (1) electronic copy of plans drawn to scale and fully dimensioned, must be submitted to and approved by the Responsible Authority. The plans must be generally in accordance with the application plans prepared by Cera Stribley Architects date stamped by Council on 2 August 2021, but modified to show:***
 - a. ~~The building height reduced to a maximum of 33.8 metres above natural ground level (not including the core and services).~~***
 - a) Deletion of one residential level from within the podium. The building height to be subsequently reduced to a maximum of 33.8 metres above natural ground level (not including the core and services).***
 - b. Increased ground level activation with provision of a retail premises to the Porter Street frontage and an increase in size of the retail premises facing the adjacent public open space, generally in accordance with the submitted sketch plan prepared by Cera Stribley Architects dated 10.11.2021.***
 - c. Deletion of direct access to the existing public open space from all commercial premises abutting the southern title boundary.***
 - d. The provision of screening to limit overlooking from east facing habitable room windows and balconies which are setback less than 4.5 metres from the centre of Hinton Lane, to the satisfaction of the Responsible Authority.***

- e. Any changes to incorporate the recommendations within the Environmental Wind Assessment prepared by MEL Consulting for the corner balconies, including increasing the heights of the balcony balustrades and returns to improve the wind conditions on the balconies.
- f. External shading devices provided to north facing glazing of habitable rooms on levels 8 and 9, which should ensure that the north windows/glazed doors are shaded from the spring equinox until the autumn equinox (21 September to 21 March). Where sun shading devices are being utilised, a dimensioned section diagram is to be included to demonstrate their effectiveness.
- g. External sun shading devices provided to east and west facing glazing of habitable rooms, which could be in the form of operable louvres, sliding shutters or external blinds. The external shading devices are to be clearly shown/noted on the plans and elevations.
- h. Apartment type 204, 304, 404, 504 and 604 redesigned to improve daylight access by transposing the layout to locate the living rooms on the perimeter and the bedrooms behind the balcony, resulting in both rooms achieving Council's best practice standard for daylight, where a minimum daylight factor of 1% is achieved for 90% of the floor area in each living area including kitchens, and a minimum daylight factor of 0.5% is achieved for 90% of the floor area for each bedroom.
- i. The 1.7m high privacy screens between adjoining balconies finished in a light colour with a minimum light reflectance of 70%.
- j. The external lightwell walls (proposed building) finished in a light colour with a minimum reflectance of 70%.
- k. The roofing material finish have a minimum three year Solar Reflectance Index (SRI) of 64 to reduce the urban heat island effect, which is to be noted on the plans and within the SMP.
- l. Service cupboards within the basement designed to ensure they are accessible when adjacent parking bays are occupied.
- m. A minimum floor grade of 1:200 for the covered parking area to allow for drainage.
- n. Substation designed to ensure doors do not open over the Hinton Lane carriageway.
- o) Increase in the ground level floor to floor height from 3.55 metres to 4 metres.
- p) Increase the first level floor to floor height from 3.55 metres to 3.8 metres.

All to the satisfaction of the Responsible Authority.

1. The layout of the site and the size, levels, design and location of buildings and works shown on the endorsed plans must not be modified for any reason, without the prior written consent of the Responsible Authority.
2. No alterations to the 'public' space will be permitted without the written consent of the Responsible Authority.
3. Prior to or concurrent with the endorsement of plans, the owner of the land must enter into an Agreement under Section 173 of the Planning and Environment Act, 1987, with the Responsible Authority. The agreement shall provide that Council's decision to allow the Owner to construct a building to the height permitted under the Planning Permit is in consideration of the Owner agreeing to provide the Public Space pursuant to the conditions and obligations set out within this Agreement in perpetuity. The agreement will require (amongst other things) that the owner must:

- a. ***Provide a detailed design of the Public Space in consultation with Council, including but not limited to hard and soft landscape and paving treatments, levels, furniture, bicycle parking, lighting and any outdoor seating area associated with the food and drink premises. The treatments and design of the Public Space must be similar and/or align with the pocket park so that the Public Space compliments the pocket park and the area is viewed as one space;***
 - b. ***Construct the works at the Owner's cost under the supervision of the Responsible Authority and complete the works to the satisfaction of the Responsible Authority prior to the occupation of the building;***
 - c. ***Maintain 24 hour public access, 7 days a week, to the Public Space at the Owner's cost;***
 - d. ***Assume responsibility for all security and risk in the Public Space;***
 - e. ***Ensure the Public Space is kept and maintained at all times in a structurally sound and safe condition to the reasonable satisfaction of Council;***
 - f. ***Regularly clean the Public Space;***
 - g. ***Make no alterations to the Public Space without the written consent of the Responsible Authority;***
 - h. ***Ensure the Public Space complies with all applicable laws and legal requirements; and***
 - i. ***Pay the legal costs and be responsible for the registration of the said agreement.***
- 1. Concurrent with the endorsement of plans, a detailed landscape plan to be prepared by a landscape architect or suitably qualified or experienced landscape designer, must be submitted to and approved by the Responsible Authority. When approved, the landscape plan will be endorsed and will then form part of the permit. The landscape plan must be drawn to scale with dimensions. The landscape plan must show:***
- a. ***A detailed design of the Public Space, including but not limited to hard and soft landscape and paving treatments, levels, retaining walls, furniture, lighting, bicycle parking and any outdoor seating area associated with the food and drink premises;***
 - b. ***A planting schedule for the Public Space of all proposed trees, shrubs and ground covers, including botanical names, common names, pot sizes, sizes at maturity, quantities of each plant, and soil volume detail of any planter box;***
 - c. ***A planting schedule for the terrace areas of the building of all proposed trees, shrubs and ground covers, including botanical names, common names, pot sizes, sizes at maturity, quantities of each plant, and soil volume detail of any planter box;***
 - d. ***An irrigation design to accompany the landscaping planted in situ;***

All to the satisfaction of the Responsible Authority.

1. ***Before the occupation of the development, the landscaping works as shown on the endorsed plans must be carried out and completed to the satisfaction of the Responsible Authority. Landscaping must then be maintained to the satisfaction of the Responsible Authority, including that any dead, diseased or damaged plants are to be replaced.***

2. Concurrent with the endorsement of any plans pursuant to Condition 1, a Sustainable Management Plan (SMP) must be submitted to and approved by the Responsible Authority. Upon approval the SMP will be endorsed as part of the planning permit and the development must incorporate the sustainable design initiatives outlined in the SMP to the satisfaction of the Responsible Authority. Amendments to the SMP must be incorporated into plan changes required under Condition 1. The report must include, but is not limited to, the following:

- a. Demonstrate how Best Practice measures from each of the 10 key Sustainable Design Categories of Stonnington Council's Sustainable Design Assessment in the Planning Process (SDAPP) have been addressed.**
- b. Identify relevant statutory obligations, strategic or other documented sustainability targets or performance standards.**
- c. Document the means by which the appropriate target or performance is to be achieved.**
- d. Identify responsibilities and a schedule for implementation, and ongoing management, maintenance and monitoring.**
- e. Demonstrate that the design elements, technologies and operational practices that comprise the SMP can be maintained over time.**
- f. Information is required on the topics that will be covered as a minimum in the proposed Building User Information Guide.**
- g. A notation is to be included on the plans confirming the type of irrigation system to be used.**
- h. If the fire protection system test water is to be collected and re-used, the following information is to be included on the plans; the location of the fire test system water tank and specifications including tank capacity and intended re-use.**
- i. Preliminary NatHERS certificates are to be provided for one apartment on each level rated.**
- j. A notation is to be included on the plans confirming that all common lighting will be controlled by motion detectors and daylight sensors.**
- k. A notation is to be added to the roof plan detailing the angle of inclination the Photovoltaic (PV) panels are to be installed at.**
- l. A notation is to be included on the plans confirming that the mechanical ventilation system for the basement carpark is to use Carbon Monoxide (CO) monitoring to control the speed and operation of ventilation fans if provided.**
- m. The reflectance values for materials and visible light transmittance (VLT) for the glazing, which has been used for the daylight modelling is to be noted on the plans.**
- n. Updated daylight modelling of the apartments is to be provided incorporating any changes required under Condition 1 and the following amendments:**
 - The maximum reflectance values for the lightwell floor finish is to be 20%.**
 - The visible light transmittance (VLT) of the glazing used as part of the NatHERS assessment is to align with the value(s) used for the daylight modelling.**
- o. Daylight calculations/modelling is to be provided for the office areas of the development, demonstrating a daylight factor (DF) of 2% for 30% of the floor area for each level is achievable.**

All works must be undertaken in accordance with the endorsed Sustainability Management Plan to the satisfaction of the Responsible Authority. No alterations to the Sustainable Management Plan may occur without written consent of the Responsible Authority.

- 1. Prior to the occupation of the development approved under this permit, a report from the author of the Sustainability Management Plan, approved pursuant to this permit, or similarly qualified person or company, must be submitted to the Responsible Authority. The report must be to the satisfaction of the Responsible Authority and must confirm that all measures specified in the Sustainability Management Plan have been implemented in accordance with the approved plan.***

As part of the commitment to pursue net zero carbon certification based on the Climate Active framework via the NABERS framework, the following documents are to be provided to the Responsible Authority prior to the occupation of the development:

- a. Completion of the NABERS Commitment Agreement process evidenced by a full Commitment Agreement licence.***
 - b. A letter from the applicant confirming their commitment to seeking Carbon Neutral certification for the development.***
- 1. Concurrent with the endorsement of plans, the applicant must provide a Water Sensitive Urban Design (WSUD) Response addressing the Application Requirements of the Water Sensitive Urban Design Policy to the satisfaction of the Responsible Authority and also include the following additional information:***
 - a. A marked up plan detailing all impervious and permeable areas as used for the WSUD assessment.***
 - b. A notation is to be included on the plans confirming the area in (m2) to drain to the rainwater tank.***
 - c. Within the SMP and on the drawing it is to be noted the number and which toilets the rainwater tank(s) is to be connected to.***
 - d. Information is to be provided on how the proposed rainwater tank(s) will be accessed for maintenance.***

All proposed treatments included within the Water Sensitive Urban Design Response must be indicated on the plans.

- 1. The project must incorporate the Water Sensitive Urban Design initiatives detailed in the endorsed site plan and/or stormwater management report.***
- 2. Concurrent with the endorsement of plans, a Waste Management Plan (WMP) must be submitted to and approved by the Responsible Authority. The Waste Management Plan is to be generally in accordance with the WMP prepared by Traffix Group dated June 2021, but modified to incorporate plan changes required under Condition 1 and must include:***
 - a. Dimensions of waste areas.***
 - b. The number of bins to be provided.***
 - c. Method of waste and recyclables collection.***

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- d. Hours of waste and recyclables collection in accordance with Council's Local Laws.***
- e. Method of presentation of bins for waste collection.***
- f. Strategies for how the generation of waste and recyclables from the development will be minimised.***
- g. Provision of internal access for all commercial tenants to dispose of their waste.***

When approved, the WMP will be endorsed and will then form part of the permit. Waste collection from the development must be in accordance with the WMP, to the satisfaction of the Responsible Authority.

- 1. The collection of wastes and recyclables from the premises (other than normal Stonnington City Council collection) must be in accordance with Council's General Local Laws.***
- 2. Prior to a building permit being issued, a report for the legal point of discharge must be obtained from Council and a drainage design for the development must be prepared by a suitably qualified Engineer in accordance with all 'recommendations' and requirements contained in that report. All drainage must be by means of a gravity based system with the exception of runoff from any basement ramp and agricultural drains which may be pumped. As required by the Building Regulations, the relevant building surveyor must check and approve the drainage design and ensure that protection of the building is provided from a 1 in 100 A.R.I. rainfall event.***
- 3. Prior to an 'Occupancy Permit' being issued, a suitably qualified Engineer must carry out a detailed inspection of the completed stormwater drainage system and associated works including all water storage tanks to ensure that all works has been constructed in strict accordance with the approved design and the relevant planning permit conditions. Certification of the completed drainage from the Engineer must be provided to Council prior to a 'Statement of Compliance' being issued for the subdivision.***
- 4. The existing footpath levels must not be lowered or altered in any way at the property line (to facilitate the basement ramp).***
- 5. All redundant vehicular crossings must be removed and the footpath and kerb reinstated at the owner's cost to the satisfaction of Council.***
- 6. All doors to services facing the street or laneway must be contained wholly within the title boundary when in the open position.***
- 7. This permit will expire if one of the following circumstances applies:***
 - a) The development is not started within two years of the date of this permit.***
 - b) The development is not completed within four years of the date of this permit.***
 - c) The use is not commenced within five years of the date of this permit.***

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

NOTES:

- A. This permit does not constitute any authority to carry out any building works or occupy the building or part of the building unless all relevant building permits are obtained.**
- B. This permit is for the use of the land and/or buildings and does not constitute any authority to conduct a business requiring Health Act/Food Act registration without prior approval from the Council's Health Services.**
- C. The crossover must be constructed to Council's Standard Vehicle Crossover Guidelines unless otherwise approved by the Responsible Authority. Separate consent for crossovers is required from Council's Building and Local Law Unit.**
- D. The owners and occupiers of the dwelling/s hereby approved are not eligible to receive "Resident Parking Permits".**
- E. At the permit issue date, Section 69 of the Planning and Environment Act 1987 stated that the Responsible Authority may extend the periods referred to if a request is made in writing within the following timeframes:**
 - i. Before or within 6 months after the permit expiry date, where the development allowed by the permit has not yet started; and**
 - ii. Within 12 months after the permit expiry date, where the development allowed by the permit has lawfully started before the permit expires.**

Carried

7:08pm Cr Sehr returned to the meeting.

8.2 Planning Application 0172/21 - 873 Dandenong Road, Malvern East

MOTION:

MOVED: Cr Polly Morgan

SECONDED: Cr Jami Klisaris

That the Council AUTHORISE Officers to issue a Notice of Decision to Grant a Planning Permit No: 172/21 for the land located at 873 Dandenong Road, Malvern East under the Stonnington Planning Scheme for the construction of a mixed-use development comprising office and dwellings in a Commercial 1 Zone and Design and Development Overlay and a reduction in the car parking requirements subject to the following conditions:

- 1. Before the commencement of the development, one (1) electronic copy of plans drawn to scale and fully dimensioned, must be submitted to and approved by the Responsible Authority. The plans must be generally in accordance with the amended plans prepared by Anthony G. and Associates P/L (identified as Drawing No's: TP05-D to TP08-D and TP10-D to TP14-D, Council date stamped 20 October 2021) but modified to show:***
 - a) Reduction in building height of 0.7 metres, measured at the mid-point of the frontage from the footpath to the parapet.***

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- b) Provision of an awning across the building frontage, extending approximately 750mm from the kerb with a height not exceeding 3.6 metres above footpath level.**
 - c) The plans annotated to confirm that south facing bedrooms do not exceed the relevant noise levels of Standard D16 of Clause 58.04-3.**
 - d) Minimum headroom clearance of 2.2 metres at the entrance to the garage dimensioned on the elevations.**
 - e) Design details of the bicycle parking spaces and access in accordance with Australian Standards.**
 - f) Any changes to comply with Conditions 11 (SDA), 12 (WSUD) and 14 (WMP).**
 - g) A schedule of construction materials, external finishes and colours, including glazing to the satisfaction of the Responsible Authority. The materials must be of a high quality as determined in consultation with Council's Urban Designer.**
- 2. The layout of the site and the size, levels, design and location of buildings and works shown on the endorsed plans must not be modified for any reason, without the prior written consent of the Responsible Authority.**
- 3. All utility services to the subject land and buildings approved as part of this permit must be provided underground to the satisfaction of the Responsible Authority by completion of the development.**
- 4. Any poles, service pits or other structures/features on the footpath required to be relocated to facilitate the development must be done so at the cost of the applicant and subject to the relevant authority's consent.**
- 5. The level of the footpaths and/or laneways must not be lowered or altered in any way to facilitate access to the site.**
- 6. All plant and equipment (including air-conditioning units) shall be located or screened so as to minimise visibility from any of the surrounding footpaths and from overhead views and shall be baffled so as to minimise the emission of unreasonable noise to the environment in accordance with Section 48A of the Environment Protection Act 1970 to the satisfaction of the Responsible Authority.**
- 7. The car stacker modules must be installed in accordance with the technical specifications shown on the endorsed plans to the satisfaction of the Responsible Authority.**
- 8. The car stackers must be maintained in good working order and be made permanently available for the parking of vehicles in accordance with their purpose, to the satisfaction of the Responsible Authority.**
- 9. All loading and unloading of goods must be undertaken in accordance with Council's Local Laws.**
- 10. The awning must be constructed and maintained to the satisfaction of the Responsible Authority.**
- 11. Concurrent with the endorsement of any plans pursuant to Condition 1, a Sustainable Design Assessment (SDA) must be submitted to and approved by**

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the Responsible Authority. Upon approval the SDA will be endorsed as part of the planning permit and the development must incorporate the sustainable design initiatives outlined in the SDA to the satisfaction of the Responsible Authority.

- 12. Concurrent with the endorsement of plans, the applicant must provide a Water Sensitive Urban Design Response (WSUD) addressing the Application Requirements of the Stormwater Management (Water Sensitive Urban Design) Policy to the satisfaction of the Responsible Authority.***
- 13. The project must incorporate the Water Sensitive Urban Design initiatives detailed in the endorsed site plan and/or stormwater management report.***
- 14. Concurrent with the endorsement of plans, a Waste Management Plan must be submitted to and approved by the Responsible Authority. The Waste Management Plan is to be generally in accordance with the WMP prepared by Green Rate dated 30 April 2021, but modified to show:***
 - a) The number of apartments to be consistent with the architectural plans and the size and/or number of bins adjusted accordingly;***
 - b) Hours of waste and recyclables collection in accordance with Council's waste management guidelines.***
 - c) Provide flexibility for future ratepayers to opt for Council waste collections.***

When approved, the WMP will be endorsed and will then form part of the permit. Waste collection from the development must be in accordance with the WMP, to the satisfaction of the Responsible Authority.

- 15. The collection of waste and recyclables from the premises (other than normal Stonnington City Council collection) must be in accordance with Council's General Local Laws.***
- 16. This permit will expire if one of the following circumstances applies:***
 - a) The development is not started within two years of the date of this permit.***
 - b) The development is not completed within four years of the date of this permit.***

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

NOTES:

- A. This permit does not constitute any authority to carry out any building works or occupy the building or part of the building unless all relevant building permits are obtained.***
- B. The owners and occupiers of the dwelling/s hereby approved are not eligible to receive "Resident Parking Permits".***
- C. At the permit issue date, Section 69 of the Planning and Environment Act 1987 stated that the Responsible Authority may extend the periods referred to if a request is made in writing within the following timeframes:***

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

Carried

8.3 Planning Amendment 1119/16 - 7-9 Robinson Street, Prahran

MOTION:

MOVED: Cr Mike Scott

SECONDED: Cr Nicki Batagol

That the Council AUTHORISE Officers to issue a Notice of Decision to Amend a Permit No: 1119/16 for the land located at 7-9 Robinson Street, Prahran under the Stonnington Planning Scheme for the construction of buildings and works in the Commercial 1 Zone and a Design and Development Overlay and a reduction in the car parking requirements subject to the following conditions:

1. ***Before the commencement of the development, one electronic copy of plans drawn to scale and fully dimensioned, must be submitted to and approved by the responsible authority. The plans must be generally in accordance with the amended plans prepared by Warren and Mahoney Architects, Council date stamped 10 September 2021, but modified to show:***
 - a) ***Retention of the existing street tree to be clearly indicated on all applicable plans;***
 - b) ***Dimensioned width of the accessible car parking space in accordance with the Australian Standards; and***
 - c) ***Any changes required to comply with Condition 5 (Waste Management Plan);******all to the satisfaction of the responsible authority.***
2. ***The layout of the site and the size, levels, design and location of buildings and works shown on the endorsed plans must not be modified for any reason (unless the Stonnington Planning Scheme specifies that a permit is not required) without the prior written consent of the responsible authority.***
3. ***Concurrent with the endorsement of any plans pursuant to Condition 1, the applicant must provide a Water Sensitive Urban Design Response addressing the Application Requirements of the Water Sensitive Urban Design Policy at Clause 22.18 to the satisfaction of the responsible authority.***
4. ***The project must incorporate the Water Sensitive Urban Design initiatives detailed in the endorsed site plan and/or stormwater management report.***
5. ***Concurrent with the endorsement of plans, a Waste Management Plan must be submitted to and approved by the responsible authority. The Waste Management Plan must be generally in accordance with the Waste Management Plan prepared by Leigh Design dated 1 July 2021 but modified to show:***

- a) *The size and number of bins to be provided in accordance with the Sustainability Victoria Guidelines for an office development, or to the satisfaction of the Responsible Authority.*
6. *Concurrent with the endorsement of any plans pursuant to Condition 1, a Sustainable Design Assessment (SDA) must be submitted to and approved by the responsible authority. Upon approval the SDA will be endorsed as part of the planning permit and the development must incorporate the sustainable design initiatives outlined in the SDA to the satisfaction of the responsible authority. The SDA must be generally in accordance with the report prepared by ADP Consulting dated 15 July 2021 but modified to reflect any changes required by Condition 1.*
7. *A report for the legal point of discharge must be obtained from Council and a drainage design for the development must be prepared by a suitably qualified Engineer in accordance with that report prior to a building permit being issued. The drainage must be constructed in accordance with the Engineer's design.*
8. *The existing right-of-way levels must not be lowered or altered in any way at the property line (to facilitate the proposed parking).*
9. *Prior to the commencement of the development, the owner of the land must enter into an agreement with the responsible authority under section 173 of the Planning and Environment Act 1987 to covenant that it will:*
 - a) *Allow the public, including Stonnington City Council, to access all of the land between the title boundaries and the building at ground floor as shown on the endorsed plans (shown as widened lane) at all times and without charge.*
 - b) *Indemnifies Council for any damage to the development by reason of, or in connection with, the use of the widened lane by the public.*
 - c) *Will not make any claim for damages or loss of any kind against Council for any damage or injury caused to the widened lane or to any person using the widened lane.*
 - d) *Will maintain public liability insurance for the use of the widened section of lane by the public.*
 - e) *Will maintain the land subject to the widened lane in accordance with the endorsed plans and to a standard that is safe and fit for public access all to the satisfaction of the responsible authority.*

The agreement must be registered with the Registrar of Titles in accordance with section 181 of the Planning and Environment Act 1987 and will run with the land or any common property land that may be created as part of the subdivision of the land.

All costs (including legal costs) associated with the preparation and review of the agreement and the registration of the agreement on the Certificate of Title for the land must be paid by the owner.
10. *All loading and unloading of goods must be undertaken in accordance with Council's Local Laws.*
11. *Prior to the commencement of any works, including demolition, a construction plan must be submitted to the responsible authority for approval that details*

how the works will be undertaken to protect the street tree (canopy and roots) to the satisfaction of the responsible authority. All construction works must be undertaken in accordance with the approved plan.

- 12. Prior to the commencement of all works, a security deposit of \$10,000, must be lodged with Council to ensure the development will not impact on the long term health of the Lophostemon confertus (Queensland Brush Box) street tree, and to ensure there is no excessive reduction in crown cover within the public realm. Council accepts that property clearance pruning will need to be completed prior to construction commencing, which must be carried out by Council contractors. This deposit will be refunded when Council is satisfied that the health and structure of this tree is not affected by the development.*
- 13. All plant and equipment (including air-conditioning units) shall be located or screened so as to minimise visibility from any of the surrounding footpaths and from overhead views and shall be baffled so as to minimise the emission of unreasonable noise to the environment in accordance with Section 48A of the Environment Protection Act 1970 to the satisfaction of the responsible authority. Ventilation systems must be designed and installed in accordance with relevant Australian Standards.*
- 14. Any poles, service pits or other structures/features on the footpath required to be relocated to facilitate the development must be done so at the cost of the applicant and subject to the relevant authority's consent.*
- 15. All services to the subject land and buildings approved as part of this permit must be provided underground to the satisfaction of the responsible authority.*
- 16. The development must be provided with external lighting capable of illuminating access to each car parking space, bicycle parking spaces, store, refuse areas, pedestrian walkways, stairwells and lifts to the satisfaction of the responsible authority. Lighting must be located, directed, shielded and of limited intensity so that no nuisance or loss of amenity is caused to any person within and beyond the site, to the satisfaction of the responsible authority.*
- 17. Prior to occupation of the building, the walls on the boundary of the adjoining properties must be cleaned and finished to the satisfaction of the responsible authority.*
- 18. This permit will expire if one of the following circumstances applies:*
 - a) The development is not started within two years of the date of this permit.*
 - b) The development is not completed within four years of the date of this permit.*

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

Carried

8.4 Planning Application 0224/20 - 77 Repton Road, Malvern East

MOTION:

MOVED: Cr Alexander Lew

SECONDED: Cr Polly Morgan

That the Council AUTHORISE Officers to support the issue of Planning Permit No:224/20 for the land located at 77 Repton Road, Malvern East under the Stonnington Planning Scheme for partial demolition and the construction of a building in a Heritage Overlay subject to the following conditions:

- 1. Before the commencement of the development, 1 copy of plans drawn to scale and fully dimensioned, must be submitted to and approved by the Responsible Authority. The plans must be generally in accordance with the VCAT Amended Plans (known as, Project No. RR-77/2021, sheets 1 to 10 (of 10), revision "VCAT Amended Plans", dated 09.11.2021, and prepared by Premier Projects PTY LTD) but modified to show:***
 - a) Any changes required by Condition 3 (WSUD) and Condition 5 (TMP).
All to the satisfaction of the Responsible Authority.***
- 2. The layout of the site and the size, levels, design and location of buildings and works shown on the endorsed plans must not be modified for any reason, without the prior written consent of the Responsible Authority.***
- 3. Prior to the endorsement of plans, the applicant must provide a Water Sensitive Urban Design Response addressing the Application Requirements of the Water Sensitive Urban Design Policy at Clause 22.18 to the satisfaction of the Responsible Authority. All proposed treatments included within the Water Sensitive Urban Design Response must also be indicated on the plans.***
- 4. The project must incorporate the Water Sensitive Urban Design initiatives detailed in the endorsed site plan and/or stormwater management report.***
- 5. Prior to the endorsement of development plans a Tree Management Plan prepared by a suitably qualified arborist must be submitted to and approved by the Responsible Authority. When approved, the Tree Management Plan will form part of this permit and all works must be done in accordance with the Tree Management Plan (AS 4970). The Tree Management Plan must detail measures to protect and ensure the viability of the Lilly Pilly at the rear of the site. Among other things, the Tree Management Plan must include the following information:***
 - a) Pre-construction (including demolition) – details to include a tree protection zone, height barrier around the tree protection zone, amount and type of mulch to be placed above the tree protection zone and method of cutting any roots or branches which extend beyond the tree protection zone. A plan must be submitted detailing any tree protection fencing, where the fencing is clearly identified and dimensioned.***
 - b) During-construction – details to include watering regime during construction and method of protection of exposed roots.***

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

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

6. ***Before the development (including excavation and demolition) starts, a tree protection fence must be erected around the Street Tree in front of the site and the Lilly Pilly at the rear of the site. Fencing is to be compliant with Section 4 of AS 4970. Signage identifying the need for approval from Council's Parks Unit for any root cutting (prior to it occurring) must also be displayed on the fence.***
7. ***Concurrent with the endorsement of plans or prior to the commencement of any works at the site (including demolition and excavation whether or not a planning permit is required), whichever occurs sooner, a letter of engagement must be provided to the Responsible Authority from the project arborist selected to oversee all relevant tree protection works. The project arborist must be an appropriately experienced and qualified professional (minimum Cert IV or equivalent in experience).***
8. ***The project arborist must maintain a log book detailing all site visits. The log book must be made available to the Responsible Authority within 24 hours of any request.***
9. ***Prior to the commencement of any works at the site (including demolition and excavation whether or not a planning permit is required), the project arborist must advise the Responsible Authority in writing that the Tree Protection Fences have been installed to their satisfaction.***
10. ***The crossover must be constructed to Council's Standard Vehicle Crossover Guidelines unless otherwise approved by the Responsible Authority. Separate consent for crossovers is required from Council's Building and Local Law Unit.***
11. ***Any poles, service pits or other structures/features on the footpath required to be relocated to facilitate the development must be done so at the cost of the applicant and subject to the relevant authority's consent.***
12. ***Prior to the occupation of the building/ commencement of use, the walls on the boundary of the adjoining properties must be cleaned and finished to the satisfaction of the Responsible Authority***
13. ***A report for the legal point of discharge must be obtained from Council and a drainage design for the development must be prepared by a suitably qualified Engineer in accordance with all 'recommendations' and requirements in that report prior to a building permit being issued. Protection of the building must be provided from a 1 in 100 A.R.I. event as required by the Building Regulations and all drainage must be by means of a gravity based system and not pumped***
14. ***This permit will expire if one of the following circumstances applies:***
 - a) ***The development is not started within two years of the date of this permit.***
 - b) ***The development is not completed within four years of the date of this permit.***

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

NOTES

- A. This permit does not constitute any authority to carry out any building works or occupy the building or part of the building unless all relevant building permits are obtained.**
- B. This permit application was not assessed against the provisions of Clause 54 – One Dwelling on a Lot (ResCode) of the Stonnington Planning Scheme. As such, it is the responsibility of the applicant/owner to appoint a Registered Building Surveyor to determine compliance of the endorsed plans associated with the issue of this Planning Permit against Part 5 of the Building Regulations 2018. Non-compliance with any Regulation under Part 5 will require the report and consent from Council's Building and Local Law Services Department.**
- C. The crossover must be constructed to Council's Standard Vehicle Crossover Guidelines unless otherwise approved by the Responsible Authority. Separate consent for crossovers is required from Council's Building and Local Law Unit.**
- D. Nothing in this permit hereby issued shall be construed to allow the removal of, damage to or pruning of a significant tree (including the roots) without the further written approval of Council.**

"Significant Tree" means a tree or palm:

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

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

- E. Nothing in the permit hereby issued may be construed to allow the removal of, damage to or pruning of any street tree without the further written consent of the Stonnington City Council. Contact the Council Arborists on 8290 1333 for further information.**
- F. Council has adopted a zero tolerance approach in respect to the failure to implement the vegetation related requirements of Planning Permits and endorsed documentation. Any failure to fully adhere to these requirements will be cause for prosecution. This is the first and only warning which will be issued.**

Carried

8.5 State Government Planning Reforms - Council Advocacy

MOTION:

MOVED: Cr Kate Hely

SECONDED: Cr Melina Sehr

That the Council:

1. ***NOTE the State Government has commenced engagement with Victorian Councils on its Planning Reform Program 2020-24;***
2. ***NOTE the City of Stonnington's pro-active advocacy to date to the Minister for Planning and the Department of Environment, Land, Water and Planning (DELWP) to ensure the community's needs and aspirations are sufficiently considered in local planning decisions through:***
 - a) ***maintenance of third-party appeal rights.***
 - b) ***consultation with the community and Council on all planning reform program proposals to inform any changes before reforms are considered or introduced.***
 - c) ***the community's voice remaining central to any planning decisions.***
 - d) ***strong engagement with Council and the community remaining a core process to inform major planning decisions.***
 - e) ***retaining a transparent planning system that strengthens local neighbourhoods and economies; and***
3. ***ADVOCATE to the Minister for Planning for:***
 - a) ***greater consultation with Local Governments and the communities they represent on any proposed changes to the State and Local Planning system.***
 - b) ***maintenance of third-party appeal rights.***
 - c) ***retention of Council's control and input into major and 'State significant' developments within the Municipality.***

A Division was called.

Voting For the motion: Cr Alexander Lew, Cr Jami Klisaris, Cr Kate Hely, Cr Marcia Griffin, Cr Matthew Koce, Cr Melina Sehr, Cr Mike Scott, Cr Nicki Batagol and Cr Polly Morgan

Voting Against the motion: No votes recorded

Carried

8.6 Albion Street South Yarra - Footpath Accessibility

7:28pm Cr Griffin declared a conflict of interest in the item on the basis that a relative resides in the street and left the meeting.

MOTION:

MOVED: Cr Matthew Koce

SECONDED: Cr Mike Scott

That Cr Morgan be granted an extension of time of one minute to speak to the item.

Carried

MOVED: Cr Matthew Koce

SECONDED: Cr Polly Morgan

That the Council:

- 1. APPROVE the reconstruction of Albion Street to create a 1.2m wide compliant footpath on the north side and a narrow path on the south side, and retain parking on both sides of the street, as the preferred option to treat the access issue;***
- 2. NOTIFY the local residents previously consulted of the outcome;***
- 3. COMMENCE detailed design of the Albion Street reconstruction in FY21/22, and make allowance in the FY22/23 budget for construction; and***
- 4. REPORT to Council the outcome of the detailed design process and seek approval to consult residents and absentee owners of Albion Street on a final design.***

A Division was called.

Voting For the motion: Cr Alexander Lew, Cr Jami Klisaris, Cr Kate Hely, Cr Matthew Koce, Cr Melina Sehr, Cr Mike Scott, Cr Nicki Batagol and Cr Polly Morgan

Voting Against the motion: No votes recorded

Carried

7:40pm Cr Griffin returned to the meeting.

8.7 Central Park Malvern East - John Landy Oval Lighting Project

MOTION:

MOVED: Cr Polly Morgan

SECONDED: Cr Nicki Batagol

That the Council:

- 1. NOTE the feedback from the community consultation process undertaken for the proposal to install low-spill and adjustable lights at Central Park's John Landy Oval (refer Attachment 1);***
- 2. APPROVE the delivery of the 6-pole design for low-spill and adjustable lights based on the results collected from the community consultation (refer Attachment 3);***
- 3. APPROVE the proposed days and times of operation and balance of community and sports training use for a second stage of community consultation; and***
- 4. APPROVE officers to submit a funding application to the 2021-2022 Local Sports Infrastructure Fund.***

Carried

8.8 Volunteer Support Framework

Cr Koce left the meeting (7:46pm)

Cr Koce returned to the meeting (7:48pm)

Cr Lew left the meeting at (7:53pm)

MOTION:

MOVED: Cr Marcia Griffin

SECONDED: Cr Mike Scott

That the Council:

- 1. APPROVE the following approach to volunteering support in line with the outcomes of the community volunteer support survey:***
 - a. Establish a facilitated networking forum for community groups and organisations as peer support and local collaboration opportunity;***
 - b. Promote the benefits of volunteering, opportunities, and the work of hosting agencies through the Council social media channels;***

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- c. Build a volunteering hub of information for volunteers and host organisations on the Council's website;*
 - d. Profile volunteering work of volunteers in the community to highlight and recognise them.*
- 2. NOTE a further report will be presented to the Council by August 2022 on achievements and any additional recommendations for support required for volunteering.**

Carried

8.9 Community Grant 2021/22: Quick Response & Request for Variation

MOTION:

MOVED: Cr Nicki Batagol

SECONDED: Cr Marcia Griffin

That the Council:

- 1. APPROVE the funding recommendations; and***
- 2. NOTE that Quick Response Grants will remain open until the funds are fully expended.***

Carried

Cr Lew returned to the meeting at (7:55pm)

8.10 COVID Recovery Fund - Recommended Expenditure

MOTION:

MOVED: Cr Kate Hely

SECONDED: Cr Marcia Griffin

That the Council:

- 1. APPROVE the drawdown of \$170,000 against the remaining balance of the COVID Response/Recovery Fund within the 2021/22 Budget;***
- 2. NOTE that after this drawdown the remaining balance within the COVID Response/Recovery Fund will be \$587,845;***
- 3. NOTE an update on initiatives under the fund which were endorsed by the Council in September 2021.***

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4. **NOTE that as the COVID environment continues to evolve over the next few months, the Council will consider further targeted community support initiatives that will be relevant to address community needs as the recovery continues.**
5. **NOTE that Council Officers will present a report to the Council in the second half of 2022 that evaluates the return on investment of the marketing campaign.**

Carried

8.11 FY22 Quarter 1 - September 21 Council Financial Report

MOTION:

MOVED: Cr Marcia Griffin

SECONDED: Cr Polly Morgan

That the Council:

1. **NOTE the Council Financial Report for the period ending 30 September 2021, which is projecting a full year surplus of \$25.96 million (including Open Space Contributions and Capital Grants) which is \$7.65 million unfavorable compared to the budget of \$33.61million (refer Attachment 1 – Income Statement);**
2. **NOTE the Council Financial Report for the period ending 30 September 2021, which is projecting an adjusted surplus of \$2.96 million (excluding Open Space Contributions and Capital Grants) which is \$8.01 million unfavorable compared to the budget of \$11.02 million (refer Attachment 1 – Financial Summary);**
3. **NOTE that at 30 September 2021 the Council has allocated \$3.46 million of the capital program for deferral into 2022/23 (refer Attachment 1 – Capital Works Expenditure Overview);**
4. **NOTE the Council was recently notified of an additional \$1.57 million of funding from the Victorian Government as part of their COVID Safe Outdoor Activation Fund. This funding is for works, services and promotion of outdoor activation; and**
5. **NOTE the Council expects to continue to meet the Victoria Auditor-General Office (VAGO) financial sustainability overall low risk indicators over the medium to long-term.**

Carried

8.12 Engagement Policy - six-month review

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MOTION:

MOVED: Cr Nicki Batagol

SECONDED: Cr Kate Hely

That the Council:

- 1. NOTE the review and operational initiatives to be delivered; and***
- 2. APPROVE the updated Community Engagement Policy.***

Carried

8.13 Procurement Policy

MOTION:

MOVED: Cr Mike Scott

SECONDED: Cr Melina Sehr

That the Council:

- 1. NOTE the requirement of the Local Government Act 2020 for the Council to prepare a compliant Procurement Policy;***
- 2. ADOPT the new Procurement Policy; and***
- 3. NOTE the Policy will be reviewed in six months.***

A Division was called.

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

Voting Against the motion: Cr Alexander Lew and Cr Marcia Griffin

Carried

8.14 Flag Protocol

MOTION:

MOVED: Cr Polly Morgan

SECONDED: Cr Kate Hely

That the Council APPROVE the Flag Protocol .

AMENDMENT:

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MOVED: Cr Melina Sehr

SECONDED: Cr Matthew Koce

That consideration of the Flag Protocol be deferred to the Council meeting to be held on 7 February 2022.

A Division was called.

Voting For the amendment: Cr Alexander Lew, Cr Marcia Griffin, Cr Matthew Koce and Cr Melina Sehr

Voting Against the amendment: Cr Jami Klisaris, Cr Kate Hely, Cr Mike Scott, Cr Nicki Batagol and Cr Polly Morgan

Lost

AMENDMENT:

MOVED: Cr Melina Sehr

SECONDED: Cr Matthew Koce

That the motion be amended with the addition of Part 2 “ That a review of the Flag Protocol be undertaken by the Council in six months.”

Carried

The amendment was put and Carried. The amendment became Part 2 of the motion and the motion was put to the vote.

A Division was called.

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

Voting Against the motion: Cr Alexander Lew and Cr Marcia Griffin

Carried

8.15 Percy Treyvaud Multipurpose Sports and Recreation Facility - Groundbreaking Plaque

MOTION:

MOVED: Cr Matthew Koce

SECONDED: Cr Mike Scott

That Cr Morgan be granted an extension of time of one minute to speak to the item.

Carried

MOTION:

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MOVED: Cr Matthew Koce

SECONDED: Cr Polly Morgan

That the Council APPROVE the purchase of a standard design plaque to commemorate the official ground-breaking of the Percy Treyvaud Multipurpose Sports and Recreation Facility, with the wording as outlined in the body of the report.

A Division was called.

Voting For the motion: Cr Alexander Lew, Cr Jami Klisaris, Cr Marcia Griffin, Cr Matthew Koce, Cr Melina Sehr and Cr Polly Morgan

Voting Against the motion: Cr Kate Hely, Cr Mike Scott and Cr Nicki Batagol

Carried

9 Correspondence

Cr Morgan tabled correspondence relating to safety issues in Dandenong Road, Windsor specifically lack of adequate crossing infrastructure across Dandenong Road connecting Boyd Park and the Urban Forest.

Cr Koce tabled correspondence relating to a proposed development at 537 Hawksburn Road, Hawksburn.

Cr Batagol tabled correspondence relating to unacceptable noise late in the evening in the vicinity of the College Lawn Hotel in Prahran.

Cr Griffin tabled correspondence relating to temporary loading zones in Toorak Road and fencing along Surrey Road Park.

10 Tabling of Petitions and Joint Letters

The Chair tabled a petition regarding traffic issues in Chesterfield Avenue, Malvern, specifically drivers emerging from Chesterfield Avenue intending to turn right into Glenferrie Road are not able to see nor be seen by on coming traffic. It is proposed to have two no standing signs placed on the East side of Glenferrie Road, north of Chesterfield Avenue where at present four cars park blocking visibility and endangering motorists turning right out of Chesterfield Avenue.

Cr Hely tabled a petition regarding traffic issues in Sam's Way, Toorak.

Cr Koce tabled a petition regarding parking issues in Fawkner Street, South Yarra.

MOTION:

MOVED: Cr Matthew Koce

SECONDED: Cr Polly Morgan

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That the petitions be received.

Carried

11 Notices of Motion

There were no notices of motion presented to the meeting.

12 Reports by Councillors

Cr Hely indicated that the Prahran Arcade, Chapel St was undergoing an amazing restoration.

Cr Morgan indicated she had attended the opening of JobCo Employment Services Inc on 3 December 2021 which is a not for profit service for people with mental health issues.

Cr Batagol indicated she had attended *Unpacking the Man Box* which is part of Council's Community Recovery Fund and the event is part of the 16 Days of Activism against Gender-Based Violence campaign running from 25 November to 10 December 2021.

The Mayor, Cr Klisaris acknowledged the following:

- Heritage Strategy and Action Plan 2018-2029 and Great Summer Clothes Swap were winners at the Keep Victoria Beautiful Sustainable Cities Awards
- The Director Environment & Infrastructure was awarded the Public Works Leadership Award at the Engineering Excellence Awards conducted by the IPWEA.

13 Questions to Council Officers

Cr Griffin asked the following questions of the Director Planning & Place

How many businesses have closed in Stonnington since the start of the Covid lockdowns? How many new businesses have opened?

The Director Planning & Place responded.

Cr Griffin asked the following question of the Director Planning & Place.

According to Economy ID, Stonnington and Australian Business Registry data sets, from March 2020 until June 2021, 2,810 new businesses have been registered in Stonnington and 1,829 businesses have cancelled their business registrations, which leaves a net figure of 981 business openings. The 2,810 businesses mentioned above are new registrations. This number does not include businesses who are renewing an existing registration. Noting that some businesses can be registered in Stonnington, but not be operational in Stonnington. And many will not have shopfronts, so this does not automatically correlate with vacancy data.

The Director Planning & Place responded.

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

Has the Council been impacted by supply shortages due to COVID?

The Chief Executive Officer responded.

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Cr Sehr asked the following question of the Director Planning & Place

Can Council Officers please investigate why there is a Telstra Smart Cities box obstructing the area in front of the Prahran Town Hall on Chapel Street?

The question was taken on notice.

14 Urgent Business

There was no urgent business raised at the meeting.

15 General Business

There was no general business considered at the meeting.

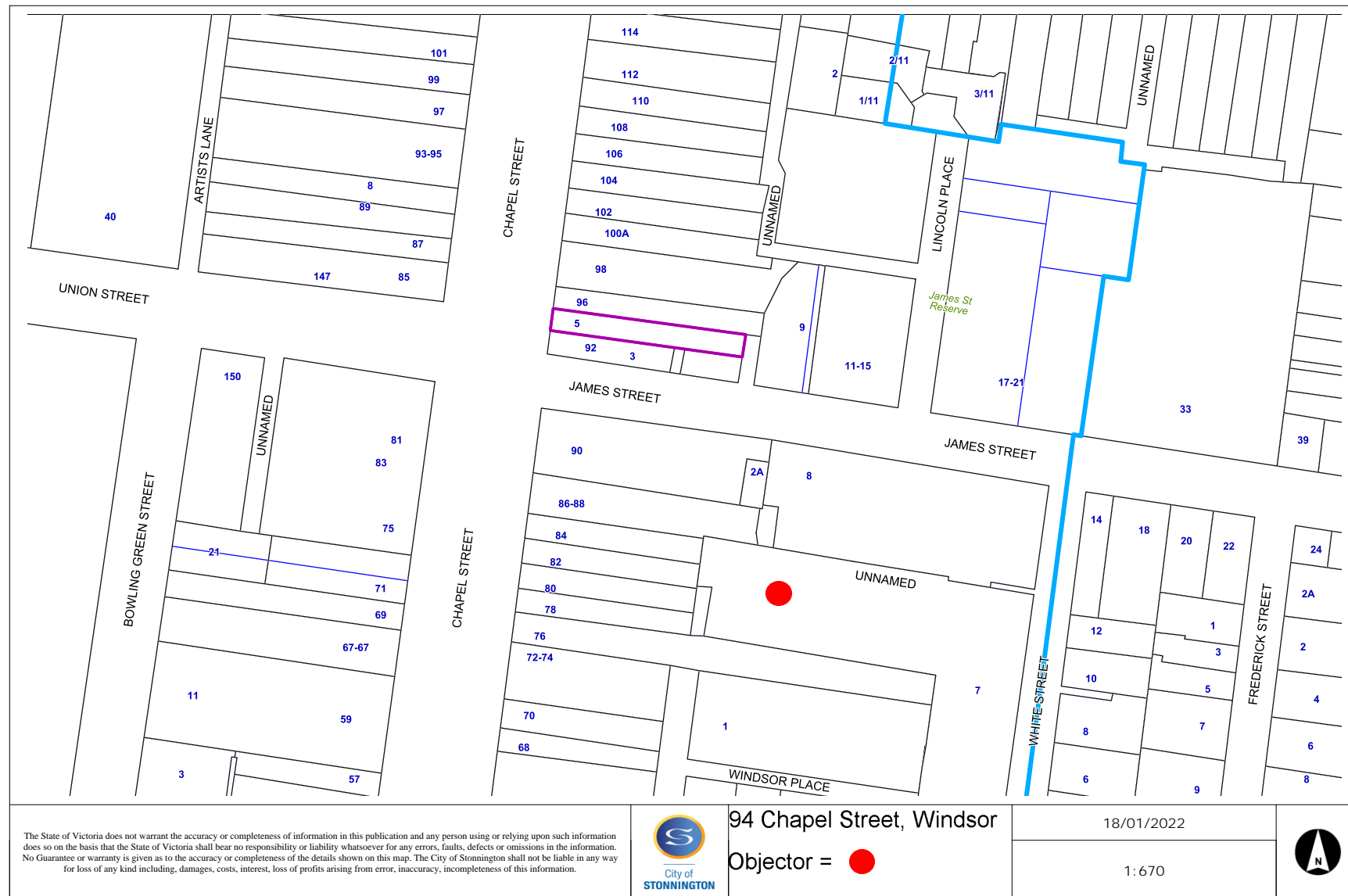
16 Confidential Business

There was no confidential business considered at the meeting.

The meeting concluded at 9:15pm.

Confirmed on 7 February 2022.

.....
CR JAMI KLISARIS, MAYOR





TP 00	COVER
TP 01	SITE ANALYSIS
TP 02	SITE ANALYSIS
TP 03	EXISTING CONDITIONS
TP 04	EXISTING CONDITIONS
TP 05	EXISTING CONDITIONS
TP 06	EXISTING CONDITIONS
TP 07	DESIGN RESPONSE
TP 08	GROUND FLOOR PLAN
TP 09	FIRST FLOOR PLAN
TP 10	SECOND FLOOR PLAN
TP 11	THIRD FLOOR PLAN
TP 12	ROOF PLAN
TP 13	PROPOSED ELEVATIONS
TP 14	PROPOSED ELEVATIONS
TP 15	PROPOSED ELEVATIONS
TP 16	SECTION B
TP 17	SECTION A
TP 18	RENDERS - TERRACE
TP 19	RENDERS - TERRACE

**Andell Pty Ltd Project**
**DEVELOPMENT AT
94 CHAPEL STREET
WINDSOR**
project no. 113**revision**

Drawn By B.D

Checked By A.J

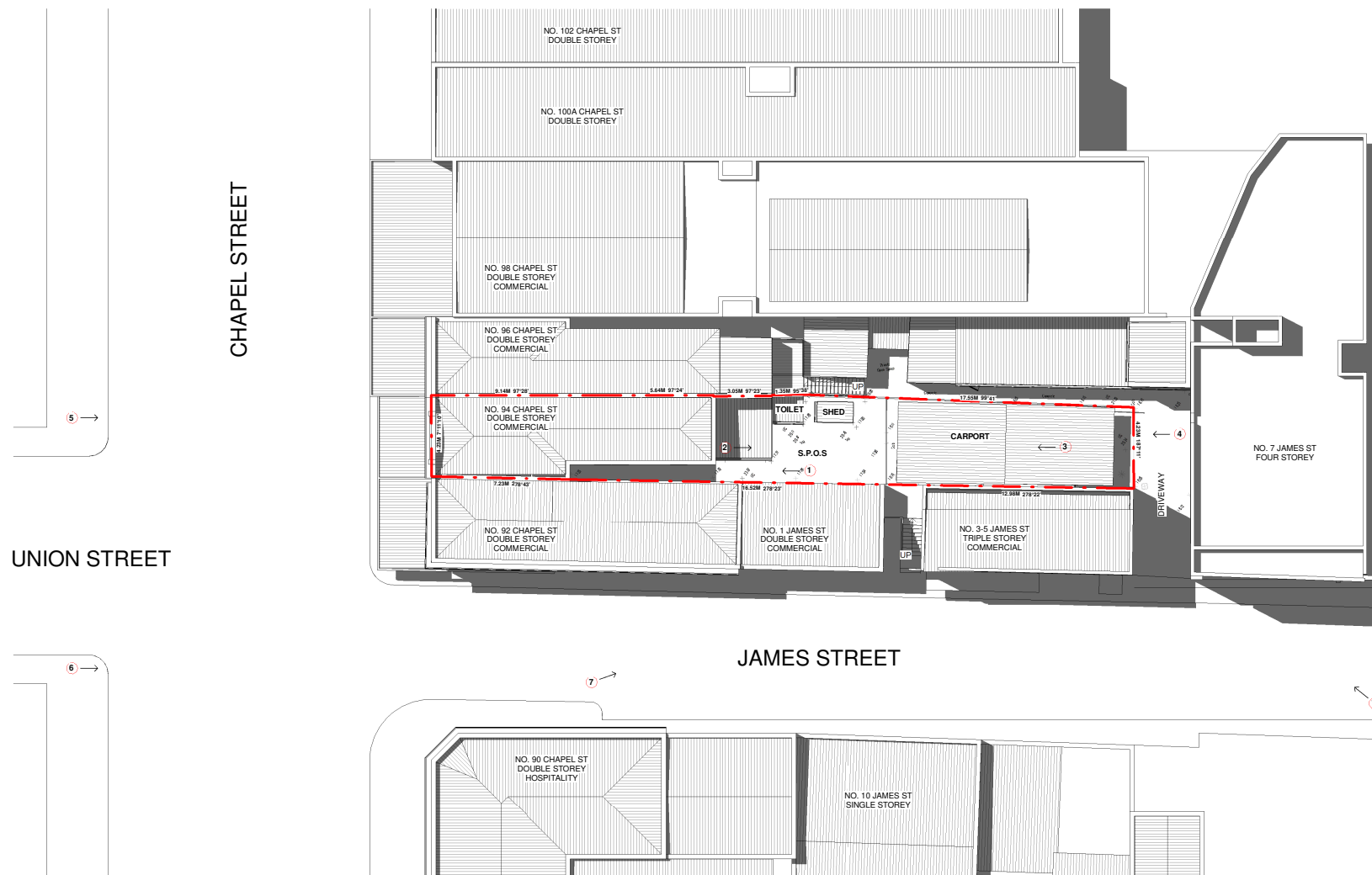
municipality**Andell Pty Ltd COUNCIL****28/04/21**

E: andrew@auburndrafting.com.au

A: 1a Inkerman Gr.
St Kilda Vic 3182

T: 1300 3 86423

Third Voice Studio P/L t.a.
Auburn Drafting
ABN 44 164 944 772



1 (EX) SITE ANALYSIS

1 : 200 A3



E: info@thirdvoice.com.au
A: 1a Inkerman Grove,
St Kilda, Vic 3182
T: 1300 3 86423
ABN 44 164 944 772



ISSUE AMENDMENT DATE

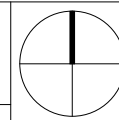
ALL WORKS TO BE CARRIED OUT IN STRICT COMPLIANCE WITH THE BCA. CONTRACTORS TO CHECK ALL SITE DIMENSIONS BEFORE COMMENCEMENT OF WORK. WRITTEN DIMENSIONS TO TAKE PRECEDENCE OVER SCALE.

16/08/2021 4:15:53 PM
01/0000 Third Voice Studio/000001 WORKING/113 94 Chapel Street Windsor, Andell Pty Ltd/ASL_Cat/Revit Control/113-2 1A James Street Windsor, Andell Pty Ltd 16/08/21 v4

Client
Andell Pty Ltd

94 Chapel Street, Windsor

DRAWING
SITE ANALYSIS

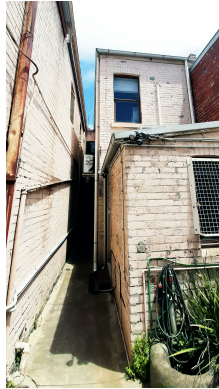


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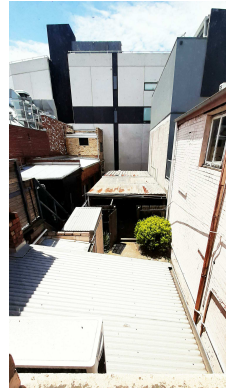
DATE	10/06/21
DRAWN	BD.
CHECKED	AJ.
APPROVED	AJ.
SCALE	As indicated

PROJECT NUMBER	113
DRAWING NUMBER	TP 01
REV	

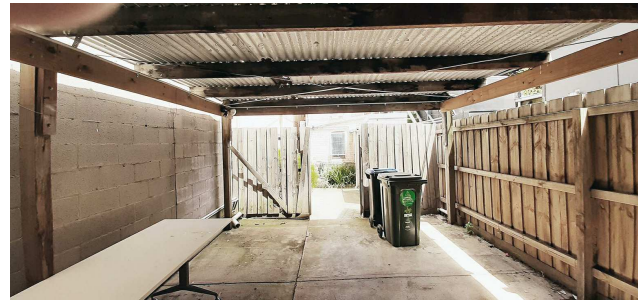
The levels shown are derived from the Feature and Level Survey Plan, prepared by Vic Survey, dated 29 January 2021
All levels are expressed in Australian Height Datum (AHD)



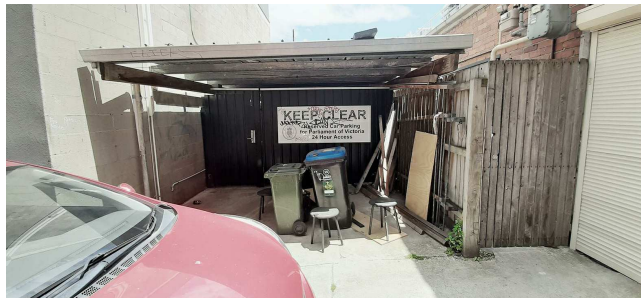
1. Subject site - Back side



2. Subject site - Back side



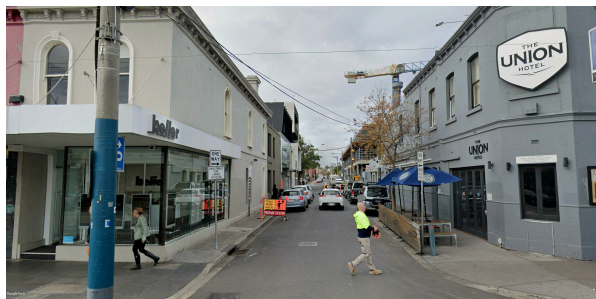
3. Subject site - Carport



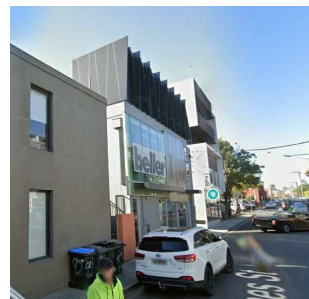
4. Subject site - Rear driveway from James Street



5. Front facade (Chapel Street)





6. James Street



7. No. 3-5 James Street






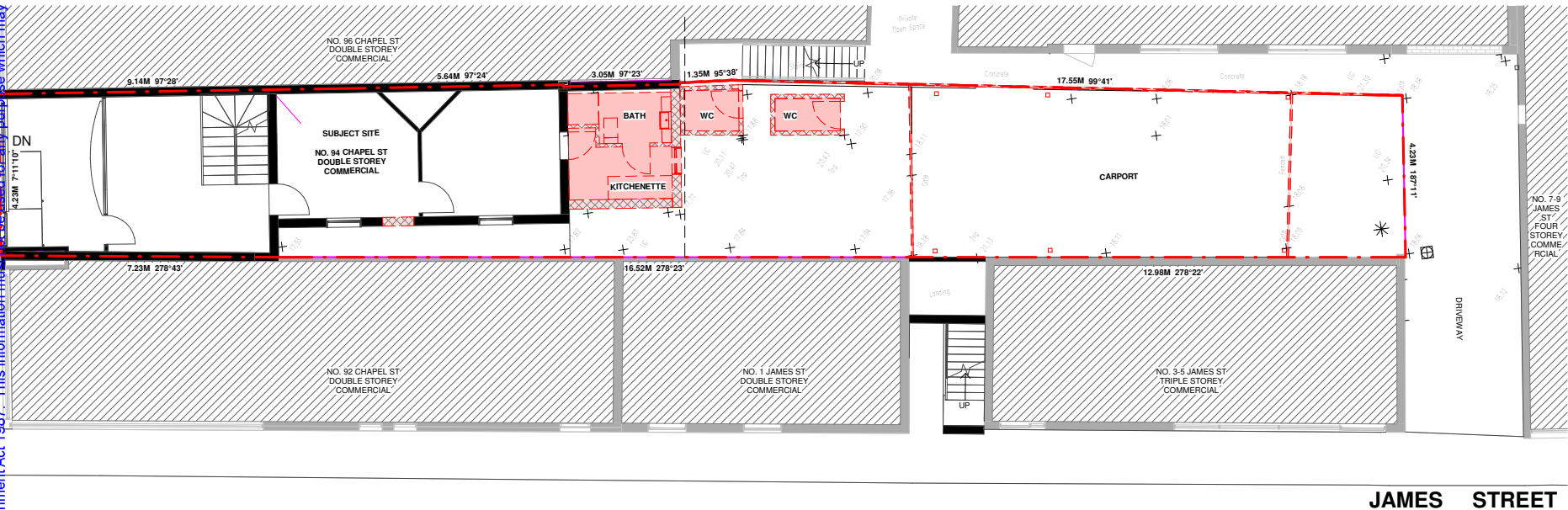
8. No. 7 James Street

 <p> Third Voice STUDIO E: info@thirdvoice.com.au A: 1a Inkerman Grove, St Kilda, Vic 3182 T: 1300 3 86423 ABN 44 164 944 772 </p>	<p> ISSUE ALL WORKS TO BE CARRIED OUT IN STRICT COMPLIANCE WITH THE BCA. CONTRACTORS TO CHECK ALL SITE DIMENSIONS BEFORE COMMENCEMENT OF WORK. WRITTEN DIMENSIONS TO TAKE PRECEDENCE OVER SCALE. </p>	<p> AMENDMENT 16/08/2021 4:15:55 PM 01/0000 Third Voice Studio/000001 WORKING/113 94 Chapel Street Windsor, Andell Pty Ltd/ASL_Cat/Revit Carrall/113-2 1A James Street Windsor, Andell Pty Ltd 16/08/21 v4 </p>	<p> DATE 10/06/21 </p>	<p> PROJECT NUMBER 113 </p>
	<p> DATE 10/06/21 </p>	<p> PROJECT NUMBER 113 </p>	<p> DRAWN BD. </p>	<p> DRAWING NUMBER TP 02 </p>
<p> © COPYRIGHT </p>	<p> SCALE </p>	<p> APPROVED AJ. </p>	<p> REV </p>	<p> DRAWING NUMBER TP 02 </p>

SITE AREA ANALYSIS		
SITE AREA	162.4 m ²	100.00%
BUILDING SITE COVERAGE	116.4 m ²	71.69%
PERMEABILITY	33.3 m ²	20.52%
GARDEN AREA	33.3 m ²	20.52%
EXISTING BACKYARD	33.3 m ²	20.5%
EXISTING CARPORT	43.9 m ²	27.0%
EXISTING DRIVEWAY	12.6 m ²	7.8%
EXISTING FIRST FLOOR AREA	58.9 m ²	36.2%
EXISTING GROUND FLOOR AREA	68.3 m ²	42.1%
EXISTING TOILETS	2.1 m ²	1.3%

LEGENDS

-  TITLE BOUNDARY
 EXISTING OBJECTS
 DEMOLISHED OBJECTS

**JAMES STREET****1 (EX) GROUND FLOOR PLAN**

1 : 100 A3



E: info@thirdvoice.com.au
 A: 1a Inkerman Grove,
 St Kilda, Vic 3182
 T: 1300 3 86423
 ABN 44 164 944 772



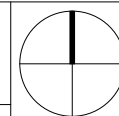
ISSUE AMENDMENT DATE
 ALL WORKS TO BE CARRIED OUT IN STRICT COMPLIANCE WITH THE BCA.
 CONTRACTORS TO CHECK ALL SITE DIMENSIONS BEFORE COMMENCEMENT OF
 WORK. WRITTEN DIMENSIONS TO TAKE PRECEDENCE OVER SCALE.

16/08/2021 4:15:55 PM
 01/0000 Third Voice Studio/000000 WORKING/113 94 Chapel Street Windsor, Andell Pty Ltd/AS/ASL_Cat/Revit Control/113-2 1A James Street
 Windsor, Andell Pty Ltd 16/08/21/14

Client
 Andell Pty Ltd

94 Chapel Street, Windsor

DRAWING
 EXISTING CONDITIONS & DEMOLITION PLAN






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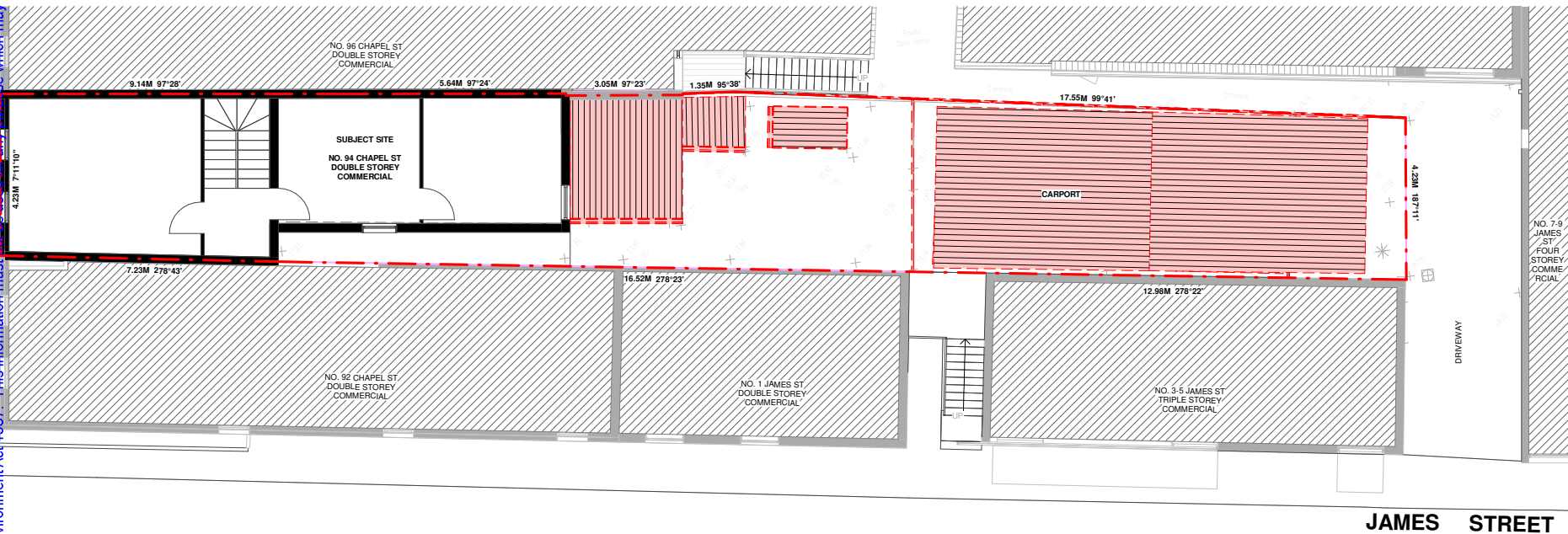
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DRAWN	BD.
CHECKED	AJ.
APPROVED	AJ.
SCALE	1 : 100

PROJECT NUMBER	113
DRAWING NUMBER	TP 03
REV	



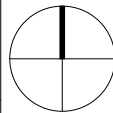
The levels shown are derived from the Feature and Level
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LEGENDS

-  TITLE BOUNDARY
 EXISTING OBJECTS
 DEMOLISHED OBJECTS

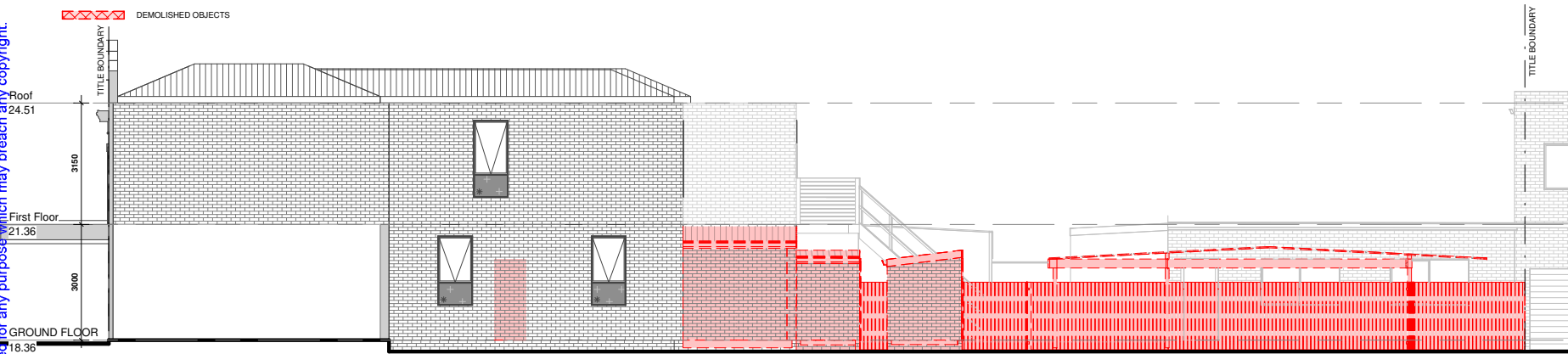


1 (EX) FIRST FLOOR PLAN
1 : 100 A3

 <p> Third Voice STUDIO E: info@thirdvoice.com.au A: 1a Inkerman Grove, St Kilda, Vic 3182 T: 1300 3 86423 ABN 44 164 944 772 </p>		<p> ISSUE AMENDMENT DATE ALL WORKS TO BE CARRIED OUT IN STRICT COMPLIANCE WITH THE BCA. CONTRACTORS TO CHECK ALL SITE DIMENSIONS BEFORE COMMENCEMENT OF WORK. WRITTEN DIMENSIONS TO TAKE PRECEDENCE OVER SCALE. 16/08/2021 4:15:56 PM <small>©/0000 Third Voice Studio/000000 WORKING/113 94 Chapel Street Windsor, Andell Pty Ltd/ASL_Cat/Revit Central/113-2 1A James Street Windsor, Andell Pty Ltd 16/08/21.v4</small> </p>	<p> Client Andell Pty Ltd 94 Chapel Street, Windsor DRAWING EXISTING CONDITIONS & DEMOLITION PLAN </p>	 <p>© COPYRIGHT</p>	<p>DATE 10/06/21</p>	<p>PROJECT NUMBER 113</p>
					<p>DRAWN BD.</p>	<p>DRAWING NUMBER TP 04</p>
					<p>CHECKED AJ.</p>	<p>REV</p>
					<p>APPROVED AJ.</p>	
					<p>SCALE 1 : 100</p>	

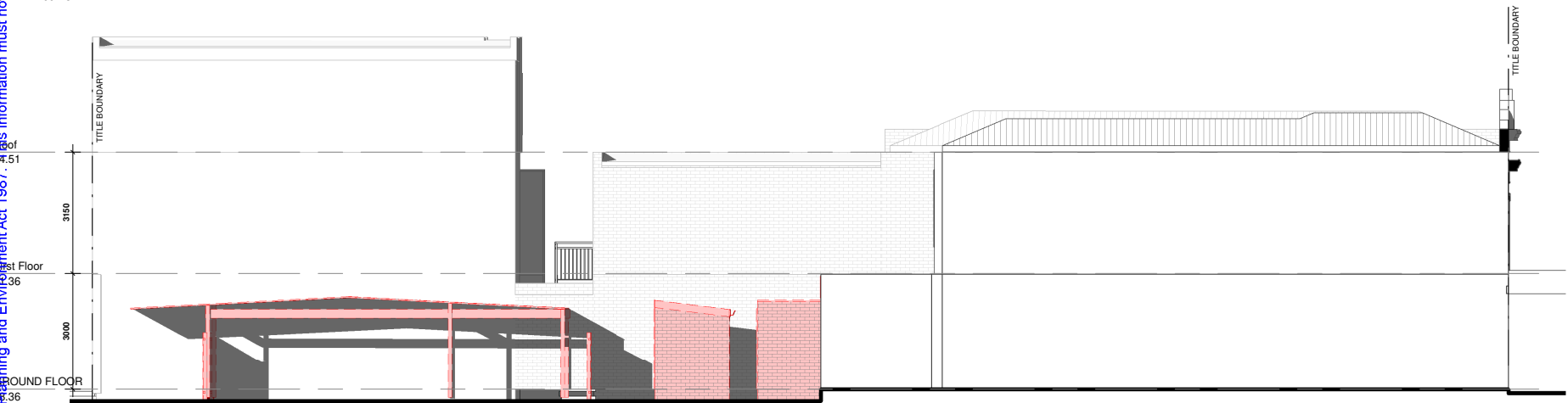
LEGENDS

- TITLE BOUNDARY
- EXISTING OBJECTS
- DEMOLISHED OBJECTS



(EX) EAST ELEVATION

1 : 100 A3



(EX) WEST ELEVATION

1 : 100 A3

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All levels are expressed in Australian Height Datum (AHD)

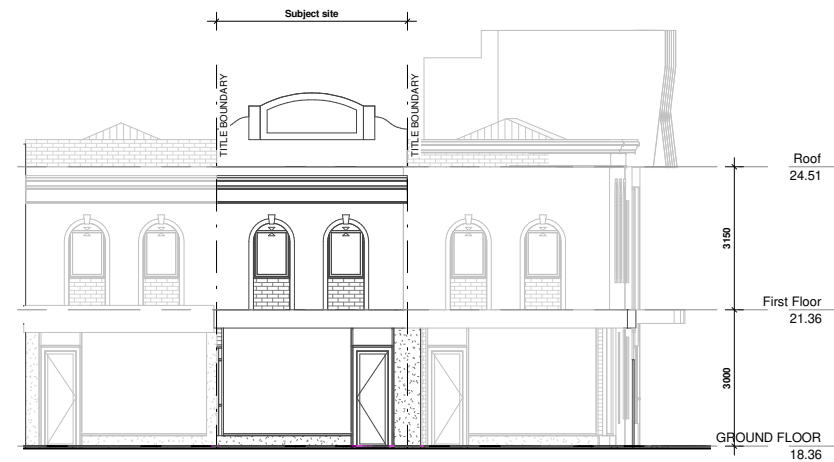
<div><div>Third Voice</div><div>STUDIO</div><div><div></div><div></div><div></div><div></div><div></div><div></div></div></div> <div>E: info@thirdvoice.com.au A: 1a Inkerman Grove, St Kilda, Vic 3182 T: 1300 3 86423 ABN 44 164 944 772</div> <div><div><div></div><div></div><div></div><div></div><div></div><div></div></div><div>THIRD VOICE STUDIO</div><div>Architectural Drawing Studio</div></div>	<div>ISSUE</div> <div>AMENDMENT</div> <div>DATE</div>	<div>Client Andell Pty Ltd</div> <div>94 Chapel Street, Windsor</div> <div>DRAWING</div> <div>EXISTING CONDITIONS & DEMOLITION ELEVATIONS</div>	<div>DATE</div> <div>10/06/21</div>	<div>PROJECT NUMBER</div> <div>113</div>
	<div>ALL WORKS TO BE CARRIED OUT IN STRICT COMPLIANCE WITH THE BCA. CONTRACTORS TO CHECK ALL SITE DIMENSIONS BEFORE COMMENCEMENT OF WORK. WRITTEN DIMENSIONS TO TAKE PRECEDENCE OVER SCALE.</div> <div>16/08/2021 6:15:56 PM</div> <div>01/0000 Third Voice Studio/00000 WORKING/113 94 Chapel Street Windsor, Andell Pty Ltd/AS/1_Cat/Revit Control/113-2 1A James Street Windsor, Andell Pty Ltd 16-08-21.vet</div>		<div>DRAWN</div> <div>BD.</div>	<div>DRAWING NUMBER</div> <div>TP 05</div>
			<div>CHECKED</div> <div>AJ.</div>	
			<div>APPROVED</div> <div>AJ.</div>	<div>REV</div>
			<div>© COPYRIGHT</div>	<div>SCALE</div> <div>1 : 100</div>

LEGENDS

- TITLE BOUNDARY
- EXISTING OBJECTS
- X DEMOLISHED OBJECTS



1 (EX) NORTH ELEVATION
1 : 100 A3



2 (EX) SOUTH ELEVATION
1 : 100 A3



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A: 1a Inkerman Grove,
St Kilda, Vic 3182
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ABN 44 164 944 772



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Client Andell Pty Ltd
94 Chapel Street, Windsor
DRAWING EXISTING CONDITIONS & DEMOLITION ELEVATIONS

© COPYRIGHT	DATE	10/06/21	PROJECT NUMBER
	DRAWN	BD.	113
	CHECKED	AJ.	DRAWING NUMBER
	APPROVED	AJ.	TP 06
	SCALE	1 : 100	REV

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1 (TP) DESIGN RESPONSE

1 : 200 A3



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A: 1a Inkerman Grove,
St Kilda, Vic 3182
T: 1300 3 86423
ABN 44 164 944 772



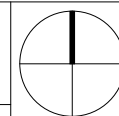
ISSUE	AMENDMENT	DATE
ALL WORKS TO BE CARRIED OUT IN STRICT COMPLIANCE WITH THE BCA. CONTRACTORS TO CHECK ALL SITE DIMENSIONS BEFORE COMMENCEMENT OF WORK. WRITTEN DIMENSIONS TO TAKE PRECEDENCE OVER SCALE.		

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Client
Andell Pty Ltd

94 Chapel Street, Windsor

DRAWING
DESIGN RESPONSE

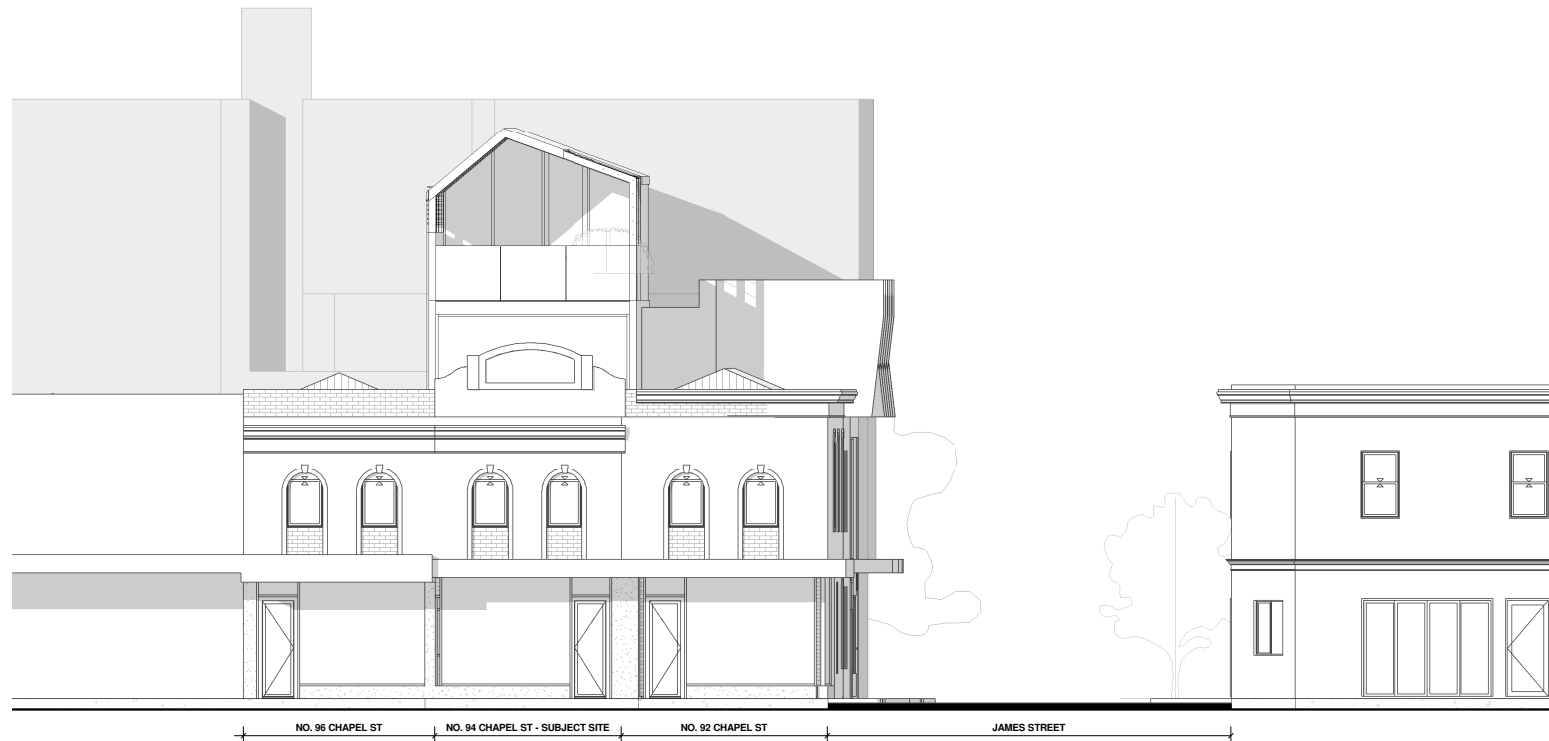


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DATE	10/06/21
DRAWN	BD.
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APPROVED	AJ
SCALE	As indicated



PROJECT NUMBER	113
DRAWING NUMBER	TP 07
REV	

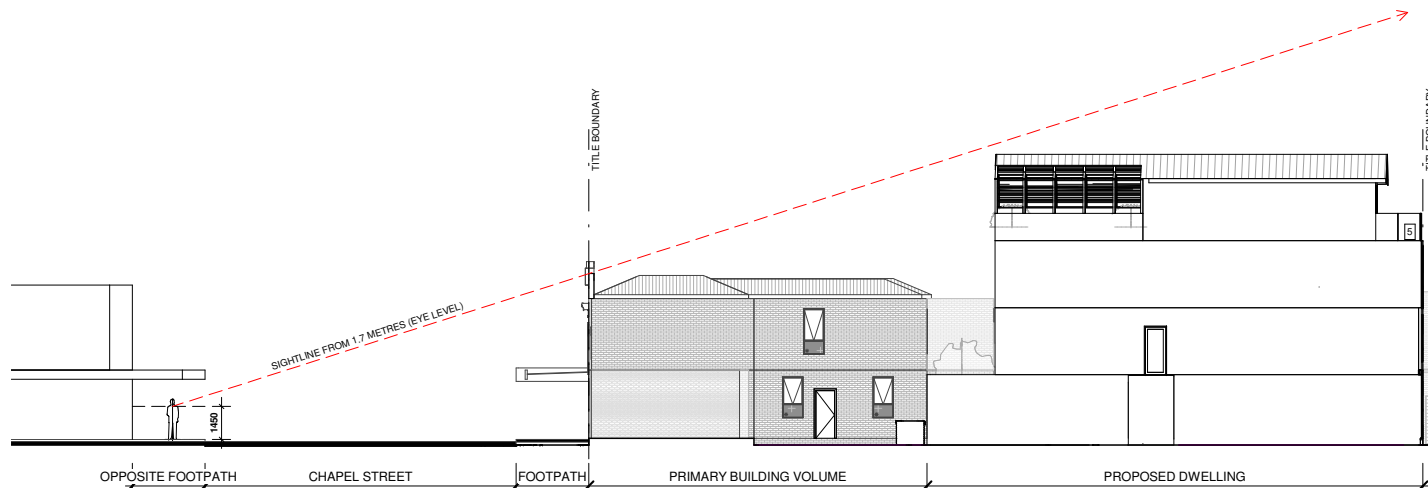
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1 CHAPEL STREET STREETScape ELEVATION



1 : 100 A3

 <p> Third Voice STUDIO E: info@thirdvoice.com.au A: 1a Inkerman Grove, St Kilda, Vic 3182 T: 1300 3 86423 ABN 44 164 944 772 </p>	 <p> <small>16/08/2021 4:16:00 PM</small> <small>01/0000 Third Voice Studio/000001 WORKING/113 94 Chapel Street Windsor, Andell Pty Ltd/ASL_Cat/Revit Central/113-2 1A James Street Windsor, Andell Pty Ltd 16-08-21.v4</small> </p>	<p>Client Andell Pty Ltd</p> <p>94 Chapel Street, Windsor</p> <p>DRAWING CHAPEL STREET STREETScape ELEVATION</p>	<p>© COPYRIGHT</p>	DATE 07/27/21	PROJECT NUMBER 113
				DRAWN Author	DRAWING NUMBER TP 07.1
				CHECKED Checker	REV
				APPROVED Approver	SCALE 1 : 100



1 (TP) OBLIQUE VIEWS DIAGRAM

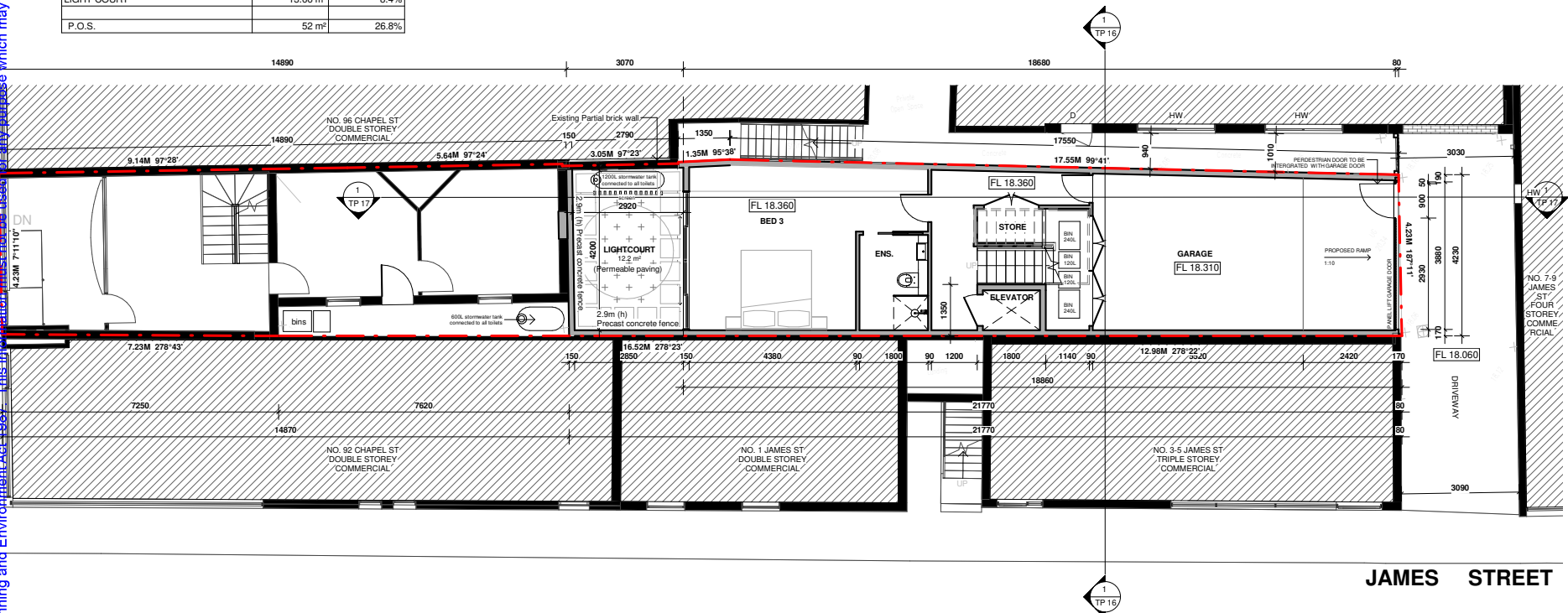
1 : 200 A3

<div><div>Third Voice</div><div>STUDIO</div><div></div></div> <div>E: info@thirdvoice.com.au A: 1a Inkerman Grove, St Kilda, Vic 3182 T: 1300 3 86423 ABN 44 164 944 772</div> <div><div>Architectural Associates Pty Ltd A+</div></div>	ISSUE	AMENDMENT	DATE	Client Andell Pty Ltd 94 Chapel Street, Windsor DRAWING OBLIQUE VIEWS DIAGRAM © COPYRIGHT	DATE	07/27/21	PROJECT NUMBER	
	ALL WORKS TO BE CARRIED OUT IN STRICT COMPLIANCE WITH THE BCA. CONTRACTORS TO CHECK ALL SITE DIMENSIONS BEFORE COMMENCEMENT OF WORK. WRITTEN DIMENSIONS TO TAKE PRECEDENCE OVER SCALE.					DRAWN	Author	113
	16/08/2021 4:16:00 PM					CHECKED	Checker	DRAWING NUMBER
	D:\0000 Third Voice Studio\00000 WORKING\113 94 Chapel Street Windsor, Andell Pty Ltd\A05_Cut\Revit Central\113-2 1A James Street Windsor, Andell Pty Ltd 16-08-21.rvt					APPROVED	Approver	TP 07.2
						SCALE	1 : 200	REV

SITE AREA ANALYSIS

SITE AREA	162.4 m ²	100.00%
BUILDING SITE COVERAGE	142.26 m ²	87.6%
PERMEABILITY	13.66 m ²	8.4%
GARDEN AREA	13.66 m ²	8.4%
EXISTING GF. AREA TO REMAIN	58.88 m ²	36.2%
EXISTING FF. AREA TO REMAIN	58.91 m ²	36.3%
GROUND FLOOR AREA	48.7 m ²	30.0%
FIRST FLOOR AREA	75.06 m ²	46.2%
SECOND FLOOR AREA	75.09 m ²	46.2%
THIRD FLOOR AREA	36.79 m ²	22.6%
TOTAL FLOOR AREA	353.44 m ²	
GARAGE	34.68 m ²	
TERRACE	29.8 m ²	18.3%
LIGHT COURT	13.66 m ²	8.4%
P.O.S.	52 m ²	26.8%

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1 (TP) GROUND FLOOR PLAN

1 : 100 A3



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A: 1a Inkerman Grove,
St Kilda, Vic 3182
T: 1300 3 86423
ABN 44 164 944 772



ISSUE AMENDMENT DATE

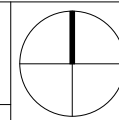
ALL WORKS TO BE CARRIED OUT IN STRICT COMPLIANCE WITH THE BCA. CONTRACTORS TO CHECK ALL SITE DIMENSIONS BEFORE COMMENCEMENT OF WORK. WRITTEN DIMENSIONS TO TAKE PRECEDENCE OVER SCALE.

16/08/2021 4:16:01 PM
C:\0000 Third Voice Studio\000001 WORKING\113 94 Chapel Street Windsor, Andell Pty Ltd\A05_Cad\Revit\113-2 1A James Street Windsor, Andell Pty Ltd 16-08-21.rvt

Client
Andell Pty Ltd

94 Chapel Street, Windsor

DRAWING
GROUND FLOOR PLAN



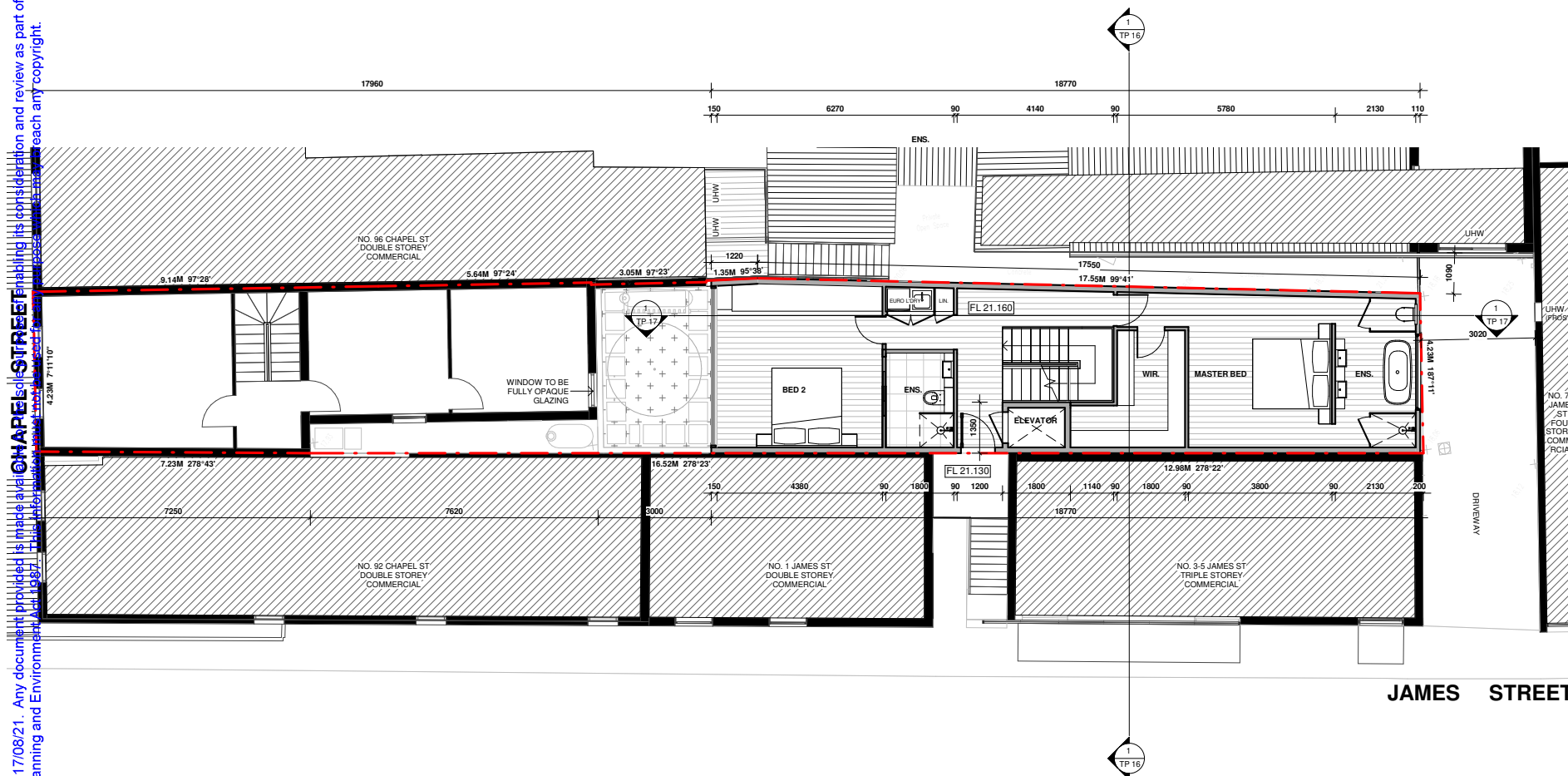
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CHECKED	AJ.	DRAWING NUMBER
APPROVED	AJ.	TP 08
SCALE	1 : 100	REV

All toilets of the dwelling are to be connected to the rainwater tank system

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1 TP - PRO. FIRST FLOOR PLAN

1 : 100 A3



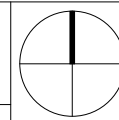
E: info@thirdvoice.com.au
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ABN 44 164 944 772



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Client
Andell Pty Ltd
94 Chapel Street, Windsor
DRAWING
FIRST FLOOR PLAN

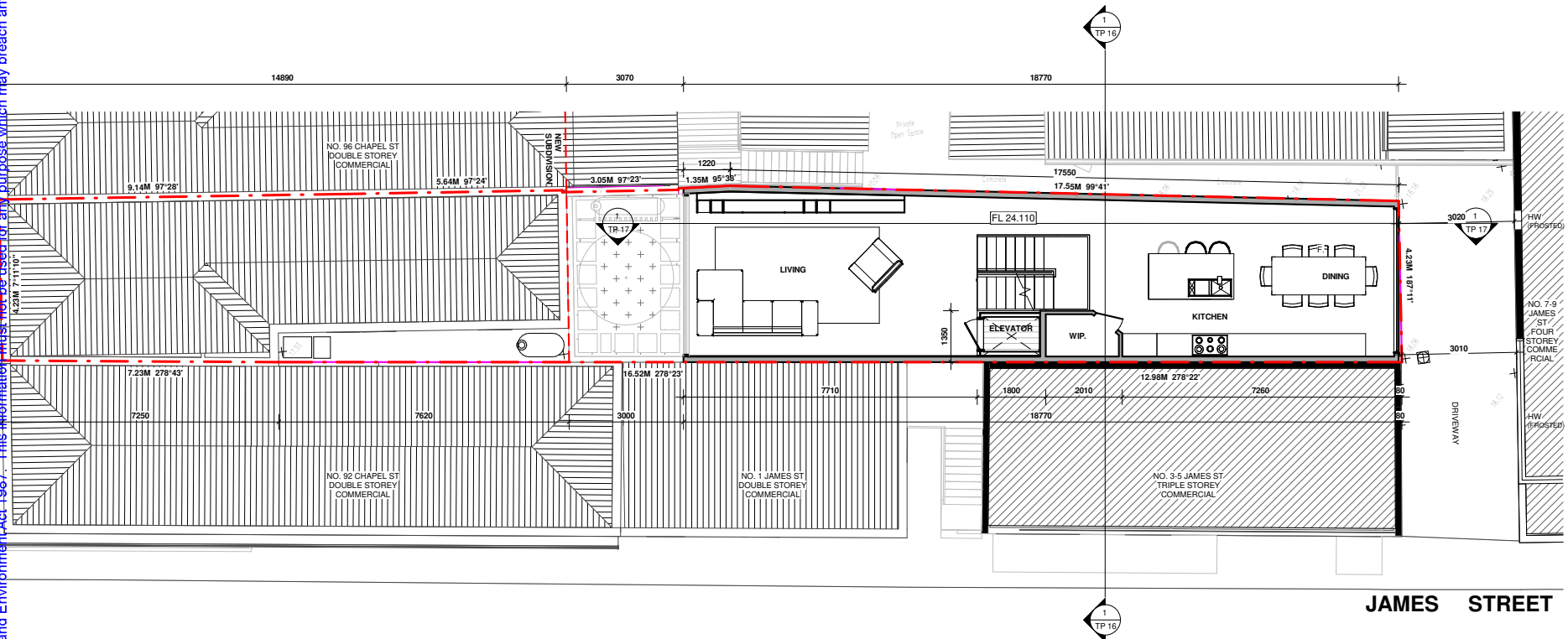


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1 PRO. SECOND FLOOR PLAN

1 : 100 A3



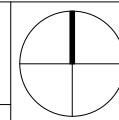
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ABN 44 164 944 772



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Client
Andell Pty Ltd
94 Chapel Street, Windsor
DRAWING
SECOND FLOOR PLAN

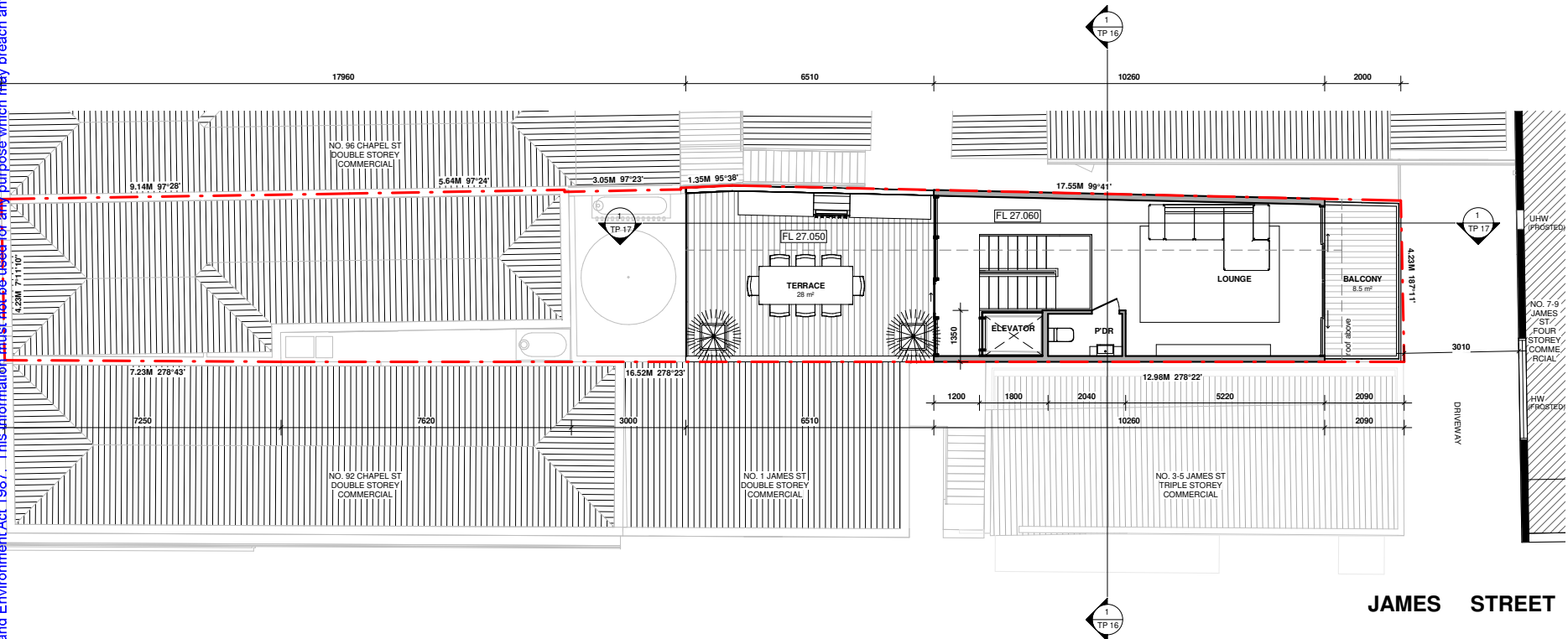


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APPROVED	AJ.	TP 10
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1 PRO. THIRD FLOOR PLAN

1 : 100 A3



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A: 1a Inkerman Grove,
St Kilda, Vic 3182
T: 1300 3 86423
ABN 44 164 944 772



ISSUE AMENDMENT DATE

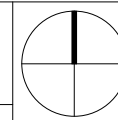
ALL WORKS TO BE CARRIED OUT IN STRICT COMPLIANCE WITH THE BCA. CONTRACTORS TO CHECK ALL SITE DIMENSIONS BEFORE COMMENCEMENT OF WORK. WRITTEN DIMENSIONS TO TAKE PRECEDENCE OVER SCALE.

16/08/2021 4:16:02 PM
010000 Third Voice Studio/000000 WORKING/113 94 Chapel Street Windsor, Andell Pty Ltd/ASL_Cat/Revit Central/113-2 1A James Street
THIRD FLOOR PLAN

Client
Andell Pty Ltd

94 Chapel Street, Windsor

DRAWING
THIRD FLOOR PLAN

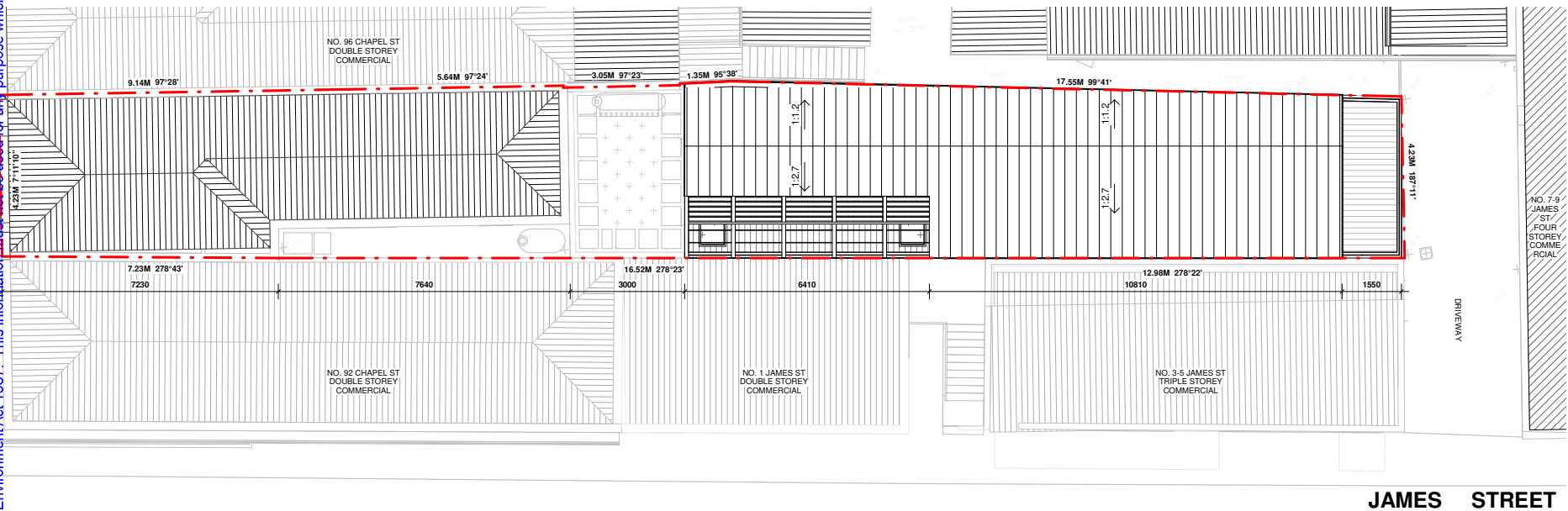


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CHECKED AJ.
APPROVED AJ.
SCALE 1 : 100

PROJECT NUMBER
113
DRAWING NUMBER
TP 11
REV

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1 PRO. ROOF PLAN

1 : 100 A3



E: info@thirdvoice.com.au
A: 1a Inkerman Grove,
St Kilda, Vic 3182
T: 1300 3 86423
ABN 44 164 944 772



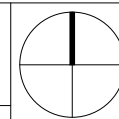
ISSUE	AMENDMENT	DATE
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16/08/2021 4:16:03 PM
010000 Third Voice Studio/000001 WORKING/113 94 Chapel Street Windsor, Andell Pty Ltd/AS/AS_Cat/Revit Control/113-2 1A James Street Windsor, Andell Pty Ltd 16/08/21.v4

Client
Andell Pty Ltd

94 Chapel Street, Windsor

DRAWING
ROOF PLAN













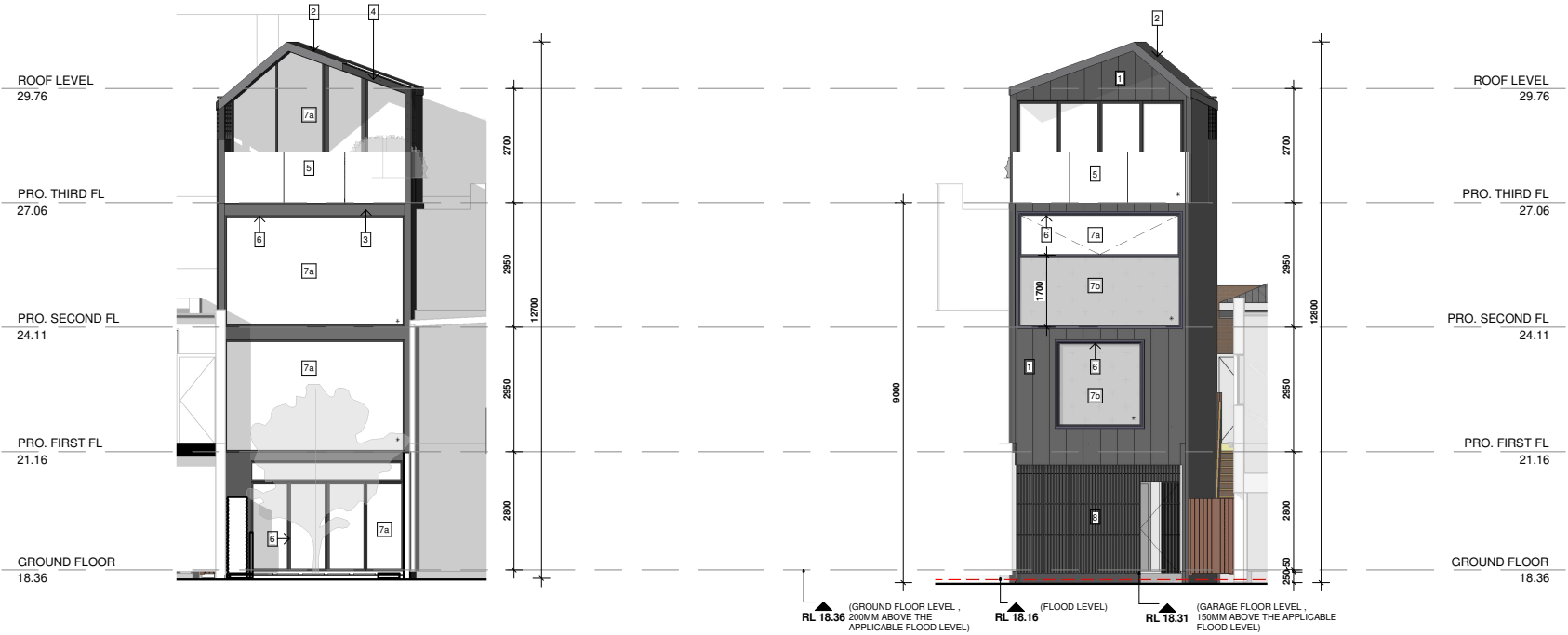
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DATE	10/06/21	PROJECT NUMBER
DRAWN	BD.	113
CHECKED	AJ.	DRAWING NUMBER
APPROVED	AJ.	TP 12
SCALE	1 : 100	REV

MATERIALS & FINISHES SCHEDULE

	1. STANDING SEAM METAL CLADDING WALL, vertical profile "Charcoal"		2. STANDING SEAM METAL CLADDING ROOF, vertical profile "Charcoal"		3. PRECAST OR CONCRETE BLOCK WALL, rendered finish "Charcoal"		4. METAL FRAME "Charcoal"		5. GLASS BALUSTRADE 1.2m high, Frameless
	6. WINDOW AND DOOR FRAMES Aluminium, "Charcoal"		7a. LOW-E DOUBLE CLEAR GLASS PANELS		7b. LOW-E DOUBLE OBSCURED GLASS PANEL		8. TILT PANEL GARAGE DOOR "Charcoal"		* FIXED GLASS PANEL



1 WEST ELEVATION
1 : 100 A3

2 EAST ELEVATION
1 : 100 A3

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	ALL WORKS TO BE CARRIED OUT IN STRICT COMPLIANCE WITH THE BCA. CONTRACTORS TO CHECK ALL SITE DIMENSIONS BEFORE COMMENCEMENT OF WORK. WRITTEN DIMENSIONS TO TAKE PRECEDENCE OVER SCALE.						DRAWN	BD.	113
	16/08/2021 4:16:04 PM						CHECKED	AJ.	DRAWING NUMBER
	01/0000 Third Voice Studio/000000 WORKING/113 94 Chapel Street Windsor, Andell Pty Ltd/ASL_Cat/Revit Control/113-2 1A James Street Windsor, Andell Pty Ltd 16/08/21.vst						APPROVED	AJ.	TP 13
							SCALE	1 : 100	REV

MATERIALS & FINISHES SCHEDULE



1. STANDING SEAM METAL
CLADDING WALL,
vertical profile
"Charcoal"



2. STANDING SEAM METAL
CLADDING ROOF,
vertical profile
"Charcoal"



3. PRECAST OR CONCRETE
BLOCK WALL,
rendered finish
"Charcoal"



4. METAL FRAME
"Charcoal"



5. GLASS BALUSTRADE
1.2m high,
Frameless



6. WINDOW AND DOOR
FRAMES
Aluminium, "Charcoal"



7a. LOW-E DOUBLE
CLEAR GLASS PANELS



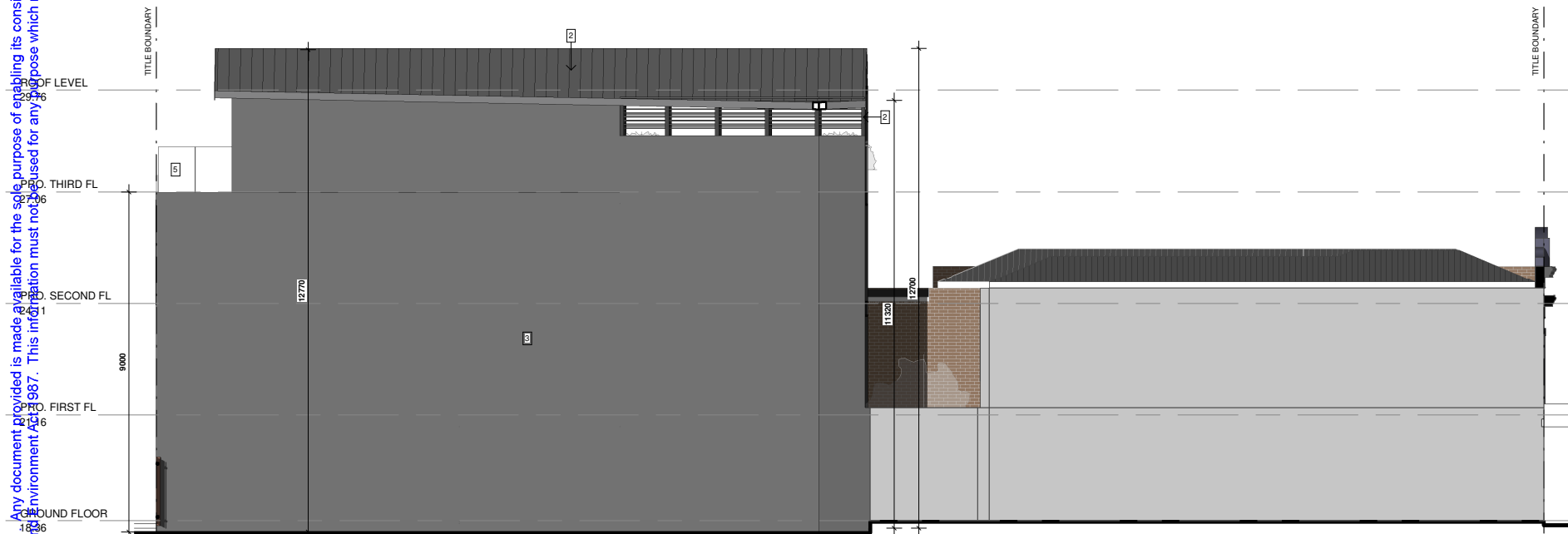
7b. LOW-E DOUBLE
OBSCURED GLASS PANEL



8. TILT PANEL GARAGE DOOR
"Charcoal"

* FIXED GLASS
PANEL

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1 (TP) NORTH ELEVATION
1 : 100 A3



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A: 1a Inkerman Grove,
St Kilda, Vic 3182
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ABN 44 164 944 772



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16/08/2021 4:16:05 PM
C:\0000 Third Voice Studio\000000 WORKING\113 94 Chapel Street Windsor, Andell Pty Ltd\A05_Clad\Revit Central\113-2 1A James Street Windsor, Andell Pty Ltd 16-08-21.rvt

Client
Andell Pty Ltd

94 Chapel Street, Windsor

DRAWING
PROPOSED ELEVATIONS

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CHECKED	AJ.
APPROVED	AJ.
SCALE	1 : 100

PROJECT NUMBER 113
DRAWING NUMBER TP 14
REV

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MATERIALS & FINISHES SCHEDULE



1. STANDING SEAM METAL CLADDING WALL, vertical profile "Charcoal"



2. STANDING SEAM METAL CLADDING ROOF, vertical profile "Charcoal"



3. PRECAST OR CONCRETE BLOCK WALL, rendered finish "Charcoal"



4. METAL FRAME "Charcoal"



5. GLASS BALUSTRADE 1.2m high, Frameless



6. WINDOW AND DOOR FRAMES Aluminium, "Charcoal"



7a. LOW-E DOUBLE CLEAR GLASS PANELS



7b. LOW-E DOUBLE OBSCURED GLASS PANEL

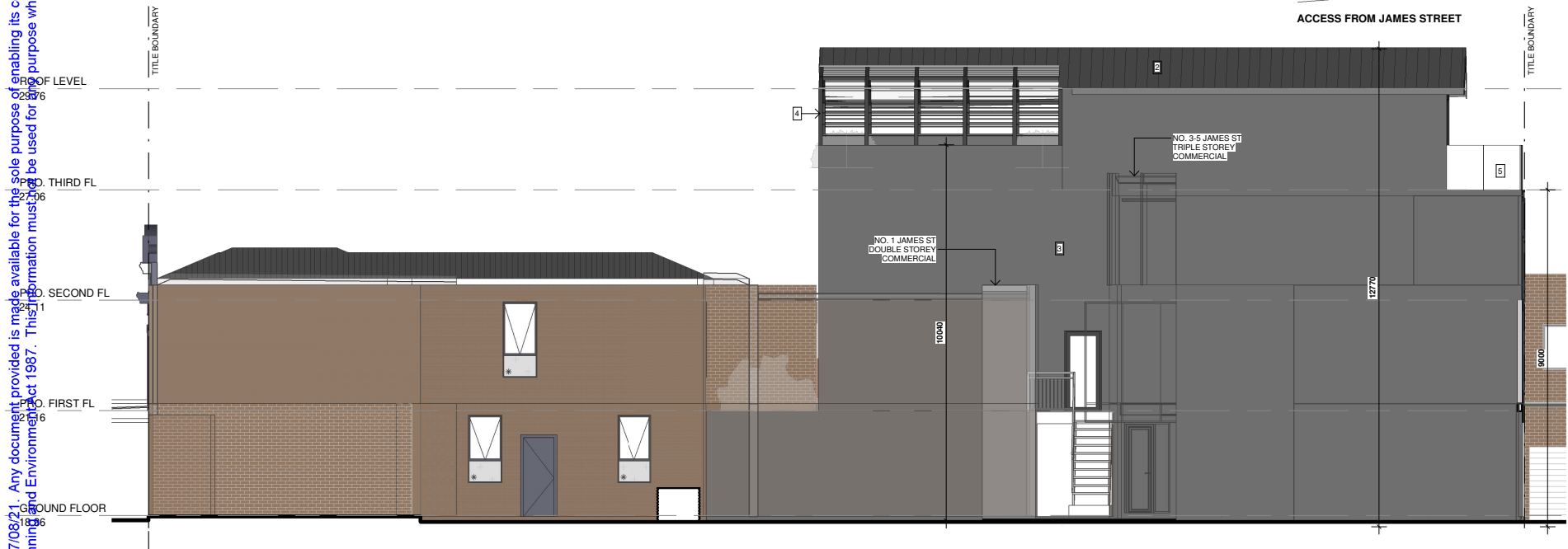


8. TILT PANEL GARAGE DOOR "Charcoal"

* FIXED GLASS PANEL



ACCESS FROM JAMES STREET



1 (TP) SOUTH ELEVATION

1 : 100 A3



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A: 1a Inkerman Grove,
St Kilda, Vic 3182
T: 1300 3 86423
ABN 44 164 944 772



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94 Chapel Street, Windsor

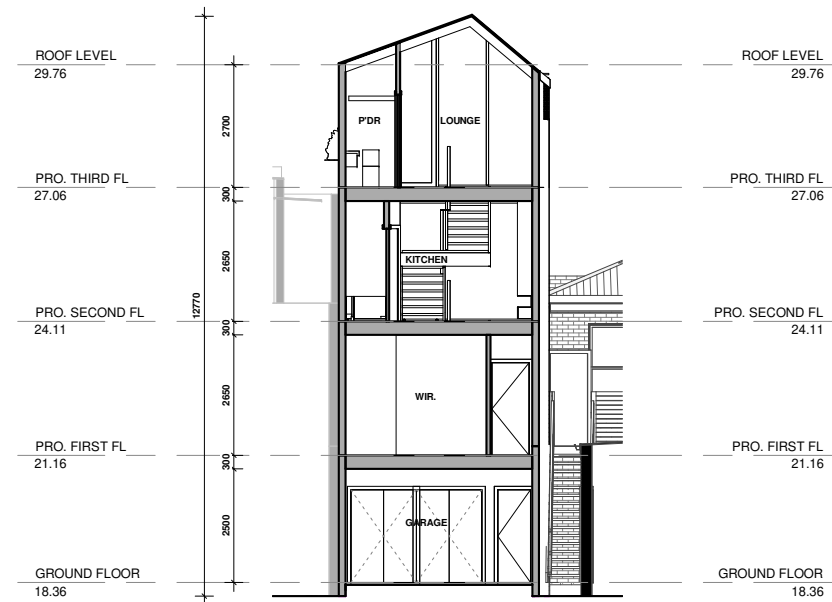
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1 SECTION B

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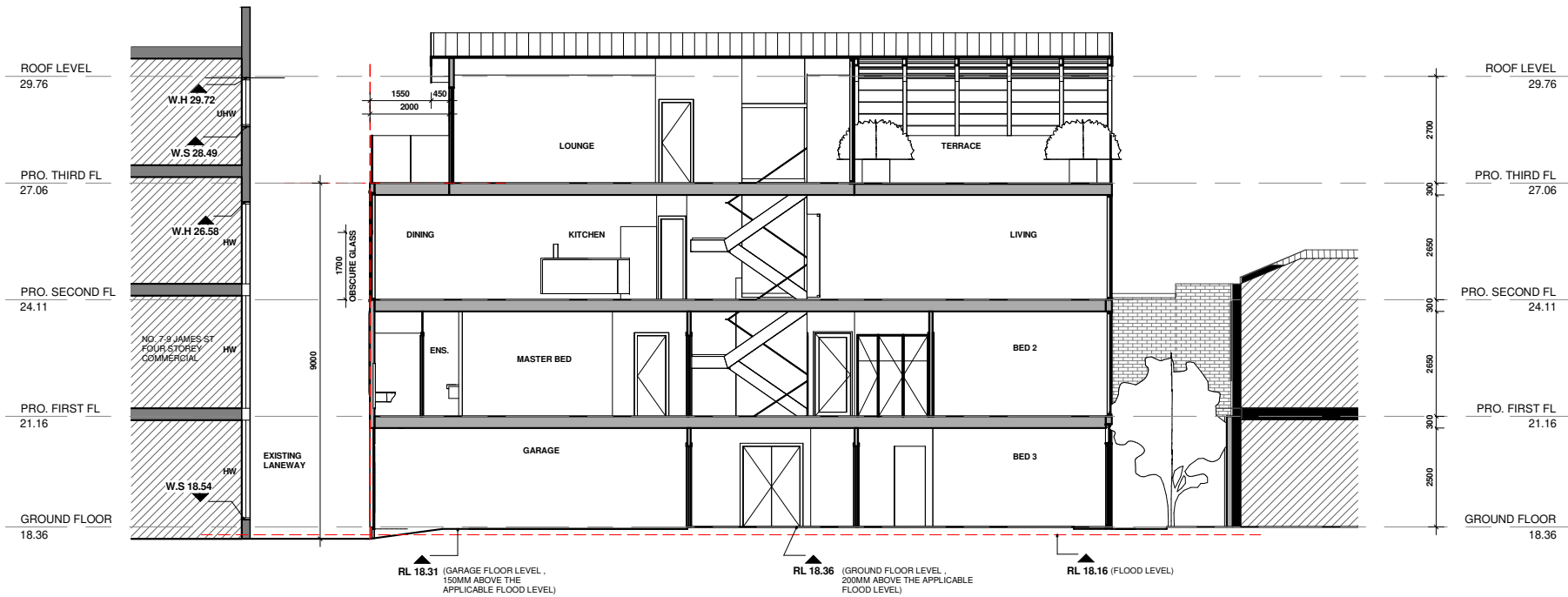
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1 SECTION A
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INTERNAL ARBITRATION PROCESS - STONNINGTON COUNCIL - IAP 2021-20

In the matter of an Application by Councillor Nicki Batagol concerning Councillor Alexander Lew

HEARING PURSUANT TO DIVISION 5 OF PART 6 OF THE *LOCAL GOVERNMENT ACT 2020*

Applicant: Councillor Nicki Batagol
Respondent: Councillor Alexander Lew
Date of hearing: Thursday, 16 December 2021
Place of hearing: Council Chamber, Malvern Town Hall, 1251 Malvern Road, Malvern
Arbiter: Simon Heath

DETERMINATION:

The Arbiter determines that there has been no breach of the prescribed standards of conduct by Councillor Lew and, as such, no finding of misconduct is made.

The Arbiter therefore dismisses the Application.

STATEMENT OF REASONS FOR DECISION

The Application

1. The 'Application for an Internal Arbitration Process' is dated 19 August 2021 (**Application**).
2. In the Application, the Applicant seeks a finding of misconduct against the Respondent in relation to alleged breaches of the prescribed standards of conduct.
3. The alleged breaches are said to have occurred between 12 July 2021 and 9 August 2021 (**period**) and relate to the Respondent's concerns with the process and governance of the Council's 'Covid-19 Community Recovery Grants' (**Grants**).

Arbiter's jurisdiction

4. Section 143 of the *Local Government Act 2020* (**Act**) provides that an Arbiter may hear an Application that alleges misconduct by a Councillor.
5. The Arbiter was appointed pursuant to section 144 of the Act.
6. Pursuant to section 147 of the Act, an Arbiter may determine whether a Councillor has engaged in misconduct.
7. "Misconduct" is defined in section 3 of the Act as:
"...any breach by a Councillor of the prescribed standards of conduct included in the Councillor Code of Conduct" (**Code**).
8. The "prescribed standards of conduct" (**Standards**) are set out in Schedule 1 to the *Local Government (Governance and Integrity) Regulations 2020* (**Regulations**). A copy of the Standards is attached as 'Annexure A'.
9. The relevant Standards which the Applicant alleges the Respondent breached are:
Clause 1 Treatment of others
Clause 2 Performing the role of Councillor
Clause 4 Councillor must not discredit or mislead Council or public.
10. These Standards are included in the Stonnington City Council Code under clauses 5.1, 6.1 and 10.1 respectively.

Hearings

11. The internal arbitration process comprised Directions given on 4 November 2021, a Directions hearing on 10 November 2021, further Directions given on 14 December 2021, and the hearing on 16 December 2021.

12. The Applicant appeared in person.
13. The Respondent also appeared in person but, for medical reasons, was permitted to be represented by Ms. Rachel Walsh of Counsel.

Applicant's evidence

14. The Applicant's written evidence comprised the Application, a Zip file containing a copy of the documents referred to in the Application, a Witness Statement from Councillor Kate Hely dated 23 November 2021, an Outline of Evidence dated 24 November 2021 and a Chronology of Events.
15. The Applicant gave oral evidence at the hearing. The Applicant addressed the matters and allegations in the Application and the Outline of Argument.
16. The Applicant's submissions were that the Respondent's emails and text messages during the period were not only "threatening and aggressive" but contained "false allegations and misinformation", that the Respondent failed to diligently use Council processes, and that in meetings, a newspaper article, a television interview and a social media post. the Respondent had brought discredit on and misled the Council.
17. The Applicant was cross-examined by Ms. Walsh in relation to a number of documents produced on behalf of the Respondent.
18. After the hearing, the Applicant provided a copy of further emails in response to that cross-examination.

Respondent's evidence

19. The Respondent did not give oral evidence and relied on an Outline of Argument dated 8 December 2021 and the documents the Applicant was cross-examined on.

Respondent's Submissions

20. On the Respondent's behalf, it was submitted that the Arbiter did not have the power to hear the Application because the allegations related to conduct by the Respondent when he was not performing the "role of a Councillor" as defined in section 28(1) of the Act.
21. In the alternative, it was submitted that the Arbiter should discontinue the hearing immediately pursuant to Regulation 11(3)(c)(i) of the Regulations because the Application is "vexatious, misconceived, frivolous and lacking in substance".
22. Further, it was submitted, that the Applicant had failed to prove that the Respondent had breached the Standards.

Arbiter's findings

23. The Arbiter finds that the Respondent was performing the "role of a Councillor" and, as such, the Arbiter had the power to hear the Application.
24. The evidence shows clearly that the Respondent was not acting in a personal capacity. As evidenced by his correspondence, the Respondent's stated aim was to ensure "transparency" and "good governance" in relation to decisions made, or that may be made, by the Council, in relation to the Grants and that he was doing so for the benefit of the "municipal community".
25. The Arbiter did not consider that the Application was "vexatious, misconceived, frivolous and lacking in substance" and therefore directed that the hearing should proceed.
26. The Arbiter finds that the Applicant's Outline of Evidence or Councillor Hely's Witness Statement elaborated on matters in the Application, as opposed to introducing new matters and therefore was not prepared to set them aside.
27. Having carefully considered the documents submitted by the parties and the evidence presented at the hearing, however, the Arbiter finds that the Respondent has not breached the Standards and, as such, no finding of misconduct is made.
28. As there has been no breach, the Arbiter dismisses the Application.

Arbiter's Reasons

29. The Applicant alleges that the Respondent breached clauses 1(c) and 2(b) of the Standards in emails sent on 12 and 13 July 2021 (**Allegation A**)
30. The Arbiter does not find that the emails constitute "abusive, obscene or threatening behaviour". The language and tone of the emails is measured, they explain the Respondent's concerns with the Grants' process and invite responses to the issues raised.
31. The Arbiter finds that emails do not support the allegation that the Respondent failed to diligently use Council processes. To the contrary, the emails indicate that the Respondent was using such processes to become informed about the Council's decision on the Grants.
32. The Applicant further alleges that the Respondent breached clauses 2(b), 4(1) and 4(2) of the Standards during and after a Council Meeting on 19 July 2021 (**Allegation B**).

33. The recording of the meeting and the Respondent's emails and text messages do not support the allegation that he had failed to diligently use Council processes. The Respondent was using such processes with a view to obtaining details of the Grants.
34. Further the recording, emails and messages do not support the allegations that the Respondent brought discredit on the Council or that he misled the Council or the public, whether deliberately or otherwise. It is difficult to see how questions about process and governance can be said to constitute behaviour bringing discredit on the Council.
35. It is to be noted that the Respondent withdrew his comment in relation to "76%" of the Grants and that in cross-examination, the Applicant accepted that the Respondent's comment in relation to his "97%" of the Grants was not misleading.
36. The Applicant further alleges that the Respondent breached clauses 4(1) and 4(2) of the Standards in a newspaper article on 23 July 2021 (**Allegation C**).
37. The Arbiter does not find that the Applicant has established that the statements in the article were incorrect or misleading. As such, the Arbiter does not find that the Respondent brought discredit upon the Council or that he misled the Council or the public.
38. The Applicant further alleges that the Respondent breached clauses 4(1) and 4(2) in a television interview on 23 July 2021, and by allowing that interview to be shared on social media (**Allegation D**).
39. The Arbiter notes that in the interview, the Respondent does not name the Council or individual Councillors. Further the Arbiter notes that in cross-examination, the Applicant agreed that the Respondent's statements in relation to the Grants were not misleading.
40. The Applicant further alleges that the Respondent breached clauses 1(d), 4(1) and 4(2) of the Standards in relation to a social media post on 23 July 2021 (**Allegation E**).
41. The Applicant's complaint that the photograph in the post had been "cropped" is misguided, as it is the photograph from the earlier newspaper article.
42. The Arbiter finds that the Applicant has failed to establish that the Respondent's statements in the post were factually incorrect.
43. The Applicant further alleges that the Respondent breached clauses 1(c) and 2(b) of the Standards in a Councillor briefing on 26 July 2021 (**Allegation F**).

44. While the Respondent might have been firm and persistent, the Arbiter does not find that his behaviour was “abusive, obscene or threatening”. The Arbiter finds that the Respondent was respectful in his communication.
45. The Arbiter also does not find that the Respondent failed to diligently use Council processes. Again, the evidence supports that the Respondent was using the processes to obtain information about his ventilated concerns.
46. The Applicant further alleges that the Respondent breached clauses 1(d), 2(b), 4(1) and 4(2) of the Standards in a Council meeting on 2 August 2021 and in three subsequent texts (**Allegation G**).
47. The Arbiter does not find that the Respondent failed to diligently use Council processes. Rather that he was using those processes to obtain information about the allocation of the Grants.
48. Finally, the Applicant further alleges that the Respondent breached clause 1(c) of the Standards in a Council Briefing on 8 August 2021 and in subsequent text messages on 9 August 2021 (**Allegation H**).
49. The Arbiter finds that the Respondent’s behavior was not “abusive, obscene or threatening”. Again, while the Respondent may have been persistent, his messages were measured.

Simon Heath

Arbiter

Dated: 17 January 2022

Annexure A

Schedule 1—Standards of conduct

Regulation 12

1 Treatment of others

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

- (a) takes positive action to eliminate discrimination, sexual harassment and victimisation in accordance with the **Equal Opportunity Act 2010**; and
- (b) supports the Council in fulfilling its obligation to achieve and promote gender equality; and
- (c) does not engage in abusive, obscene or threatening behaviour in their dealings with members of the public, Council staff and Councillors; and
- (d) in considering the diversity of interests and needs of the municipal community, treats all persons with respect and has due regard for their opinions, beliefs, rights and responsibilities.

2 Performing the role of Councillor

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

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

3 Compliance with good governance measures

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

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

4 Councillor must not discredit or mislead Council or public

- (1) In performing the role of a Councillor, a Councillor must ensure that their behaviour does not bring discredit upon the Council.
- (2) In performing the role of a Councillor, a Councillor must not deliberately mislead the Council or the public about any matter related to the performance of their public duties.

5 Standards do not limit robust political debate

Nothing in these standards is intended to limit, restrict or detract from robust public debate in a democracy.

Stonnington City Council Innovate Reconciliation Action Plan February 2022 – February 2024

Mayor's message

On behalf of the City of Stonnington, I am delighted to present our Reconciliation Action Plan 2022-2024 (the RAP) and I acknowledge the Traditional Lands of the Wurundjeri Woi Wurrung and Bunurong peoples of the East Kulin Nations and pay my respect to their Elders past, present and emerging.

The RAP strengthens our commitment to reconciliation and outlines the pathway that we will take to establish a connected and inclusive community with Aboriginal and Torres Strait Islander peoples.

Stonnington has a rich indigenous history and, as a local government, we have a responsibility to provide services that benefit and enhance the lives of all members of the community.

Reconciliation is an ongoing journey and it requires commitment, action and accountability. The RAP builds on the foundations of previous strategies and shows us where we need to improve as we continue along the path to reconciliation with our Traditional Custodians.

The RAP will ensure that we continue to provide diverse opportunities for the indigenous community — to promote and advocate for indigenous groups, provide inclusive opportunities for business and employment, and seek innovative methods that build and maintain a strong community where cultural awareness is respected.

I thank everyone that has contributed their voice in developing the RAP and feel very proud to present it to our community.

Cr Jami Klisaris

Mayor

City of Stonnington

CEO's message

As a community, we value our relationships with people from diverse backgrounds for all to live, work or study in Stonnington. I am proud to present the City of Stonnington's fourth Reconciliation Action Plan.

The City of Stonnington has a critical role to play in influencing and enacting change, both as an employer and as the provider of a vast range of community services. Our Reconciliation Action Plan 2022-2024 (the RAP) is our promise that we will work together with Aboriginal and Torres Strait Islander peoples to strengthen relationships and opportunities for all Stonnington residents.

The RAP demonstrates how we will continue to develop connections with First Nations peoples in our community and build on the four key areas of relationships, respect, opportunities and governance through 16 key actions. These actions, detailed in the RAP, cement Council's commitment to reconciliation.

The RAP has been developed in consultation with the Traditional Custodians, the Wurundjeri Woi Wurrung Cultural Heritage Aboriginal Corporation and Bunurong Land Council Aboriginal Corporation. Consultation was also undertaken with the Boonwurrung Land and Sea Council and Reconciliation Stonnington, a local community group, the Stonnington RAP Advisory Committee and the RAP Working Group.

I thank everyone involved in the consultation, planning and drafting of the RAP who generously gave their time and voice in our continued journey towards reconciliation.

Jacqui Weatherill

Chief Executive Officer

City of Stonnington

Reconciliation Australia Statement

To be inserted following final endorsement and design

Introduction

This Reconciliation Action Plan (2022-2024) will provide leadership for our community as we continue our Reconciliation journey. We have listened to the ambitions of our community and the aspirations of Traditional Owners, internal stakeholders and the lessons of our experience. We will continue to advocate for a city in which connections are forged and maintained with Aboriginal and Torres Strait Islander peoples; cultural awareness is raised; history is respected and contributions are honoured. This Innovate Reconciliation Action Plan is built on the achievements of our previous plans. The actions will be delivered between February 2022 and February 2024.

Statement of Commitment

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

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

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

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

Reconciliation Acknowledgement Statement

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

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

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

Our Vision for Reconciliation

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

In the context of City of Stonnington, this represents a healthy and cohesive community with equal opportunities to participate in community life and to access services and programs. Ours will be a welcoming, inclusive, and supportive city where truth telling strengthens relationships between Aboriginal

and Torres Strait Islander peoples and all our other community members. As a workplace, the City of Stonnington is inclusive, culturally safe, diverse and vibrant.

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

Our Business and Peoples

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

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

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

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

The Council Plan (2021-2025) provides an overview of Council's key functions and legislative requirements centred around three strategic directions:

- A thriving and unique place
- An inclusive and healthy community
- A people centred and future ready city.

Our City

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

The forecast population of the municipality in 2021 was just over 123,000. The City of Stonnington has 988 employees, of which five are Aboriginal and/or Torres Strait Islander people.

Our RAP

The City of Stonnington's Reconciliation Action Plan (the RAP) 2022–2024 will provide a focus for our entire community. It advocates for a city in which connections are forged and maintained with Aboriginal and Torres Strait Islander peoples, cultural awareness is raised, history is respected and contributions are honoured.

Our RAP Champions

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

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

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

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

Our RAP Journey

In late 2020, Council commenced engagement to inform the development of the RAP 2022-24. Consultation was undertaken with Traditional Custodians, the Wurundjeri Woi Wurrung Cultural Heritage Aboriginal Corporation and Bunurong Land Council. Consultation was also undertaken with the Boonwurrung Land and Sea Council and Reconciliation Stonnington (a local community group). Internally, consultation was undertaken with the members of the RAP Working Group and Diversity and Inclusion Working Group. Feedback gathered from the community engagement has informed the development of the RAP. The RAP implementation will be guided by the RAP Working Group with oversight by the Stonnington RAP Advisory Committee (SRAC).

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

- Annual Reconciliation week celebrations in partnership with Prahran Market.
- Celebrating NAIDOC week with events which included displaying two-storey banners on the outside of Malvern Town Hall featuring local artist, Christinaray Nadja Weetra art.
- Creative art workshops facilitated by local Aboriginal artist mentors Uncle Les Stanley and Christinaray Nadja Weetra at Prahran Community Learning Centre, Horace Petty Estate, Prahran High School and Windsor Primary School. The young peoples' artwork created went on to become the exhibition pieces for the NAIDOC art show at Chapel off Chapel.
- Cultural consultations held with Traditional Owners for the commission of public artwork/markers for the Yarra River Biodiversity Project.
- Completing cultural consultations as part of the masterplan project for Gardiners Creek Parkland.
- Smoking Ceremonies and Welcome to Country events held at the local Children's Hub to support children who identify as Aboriginal through daily programs, a collaboration with Council's Middle Years and Youth Services, Aboriginal service providers and the Working Together Network.
- The introduction of Aboriginal Heritage walks as part of Council's older person's program.
- Aboriginal and Torres Strait Islander cultural awareness training, including induction training for all new employees. Over 190 members of City of Stonnington staff received in-house cross-cultural training from the Victorian Aboriginal Community Services Limited (VACSAL).

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

Actions to be carried forward and lessons learned include:

- Enhance our internal process to be inclusive and further strengthen our commercial relationships with and support Aboriginal and Torres Strait Islander owned businesses in Stonnington.
- Initiate engagement with Aboriginal and Torres Strait Islander staff on employment strategies including professional development to increase workforce participation.
- Look for new ways to increase staff cultural competency and promote and advocate for Aboriginal and Torres Strait Islander communities.
- Develop a Public Places Naming Policy that acknowledges the Aboriginal heritage of the City of Stonnington.

Relationships [image from RA]			
<p>The City of Stonnington recognises we can do more to build greater respectful connections with First Nations peoples within our community of stakeholders including Aboriginal and Torres Strait Islander peoples, community members, Traditional Owners, community-controlled organisations, and the Local Aboriginal Network (LAN) community. This will create opportunities for mutually beneficial relationships, strength, growth, and opportunity for all. We will strengthen these relationships through providing access and participation to council services, programs, events, and Council decision-making resulting in additional open positivity toward Aboriginal and Torres Strait Islander peoples and cultures.</p> <p>Focus area: <i>An inclusive and healthy community</i></p>			
Action	Deliverable	Timeline	Person responsible
1. Establish and maintain mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.	<ul style="list-style-type: none"> Meet regularly with local Aboriginal and Torres Strait Islander stakeholders and organisations to develop guiding principles for future engagement. 	Monthly from February 2022	Aboriginal Liaison Officer Manager Aged, Diversity & Community Planning
	<ul style="list-style-type: none"> Develop and implement an engagement plan to work with Aboriginal and Torres Strait Islander stakeholders and organisations. 	May 2022, 2023	Aboriginal Liaison Officer Manager Aged, Diversity & Community Planning
	<ul style="list-style-type: none"> Invite Aboriginal and Torres Strait Islander community members including Traditional Custodians to events to continue building relationships. 	February, May, June, July and August 2022 January, February, May, June, July and August 2023, February 2024	Aboriginal Liaison Officer Manager Aged, Diversity & Community Planning
2. Build relationships through celebrating National	<ul style="list-style-type: none"> Circulate Reconciliation Australia's NRW resources and reconciliation materials to our staff. 	May 2022 and 2023	Aboriginal Liaison Officer

Reconciliation Week (NRW).			Manager Aged, Diversity & Community Planning Manager Communications and Engagement
	<ul style="list-style-type: none"> Encourage all RAP Working Group members to participate in external NRW events. 	27 May-3 June 2022 and 2023	Chief People Officer Aboriginal Liaison Officer Manager Aged, Diversity & Community Planning
	<ul style="list-style-type: none"> Encourage and support Councillors, Council staff and senior leaders to participate in external events to recognise and celebrate NRW every year. 	27 May-3 June 2022 and 2023	CEO
	<ul style="list-style-type: none"> Organise at least one NRW event each year. 	27 May-3 June 2022 and 2023	Aboriginal Liaison Officer Manager Aged, Diversity & Community Planning
	<ul style="list-style-type: none"> Register all National Reconciliation Week events on the Reconciliation Australia's NRW website. 	May 2022 and 2023	Aboriginal Liaison Officer Manager Aged, Diversity & Community Planning
3. Promote reconciliation through our sphere of influence.	<ul style="list-style-type: none"> Implement strategies to engage our staff in reconciliation. 	August 2022	Chief People Officer
	<ul style="list-style-type: none"> Promote and communicate our commitment to reconciliation internally and publicly. 	May 2022 and 2023	Manager Communications and Engagement
	<ul style="list-style-type: none"> Explore opportunities to positively influence our external stakeholders to drive reconciliation outcomes. 	August 2022 and 2023	Manager Communications and Engagement
	<ul style="list-style-type: none"> Collaborate with RAP and other like-minded organisations to develop ways to advance reconciliation. 	August 2022	Aboriginal Liaison Officer Manager Aged, Diversity & Community Planning

	<ul style="list-style-type: none"> Promote the meaning of reconciliation, including Uluru Statement from the Heart, through City of Stonnington champions (Councillors, Council's Diversity and Inclusion Working Group and Executive Team). 	July 2022	CEO Chief People Officer
	<ul style="list-style-type: none"> Display Aboriginal and Torres Strait Islander signage (e.g. window decals and/or artwork and/or language/stories/posters) at Council venues; and fly the flags at 311, Malvern Town Hall and Prahran Town Hall. 	August 2022	Chief Governance Officer Manager Active Communities Coordinator Venues
	<ul style="list-style-type: none"> Meet with Aboriginal and Torres Strait Islander stakeholders quarterly and report to Council annually to endorse planned Australia Day activities that include respectful recognition of Aboriginal and Torres Strait Islander histories. 	October 2022 and 2023	Aboriginal Liaison Officer Manager Aged, Diversity and Community Planning Chief Governance Officer Manager Events, Arts and Culture
	<ul style="list-style-type: none"> Celebrate Aboriginal Children's Day through story telling in collaboration with local early learning centres, primary schools and Aboriginal and Torres Strait Islander communities. 	August 2022	Manager Community Services (Library, Early Years and Middle years and Youth Services)
4. Promote positive race relations through anti-discrimination strategies.	<ul style="list-style-type: none"> Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions, and future needs. 	April 2023	Diversity and Inclusion Specialist / Workplace Relations
	<ul style="list-style-type: none"> Develop, implement, and communicate an anti-discrimination policy for our organisation. 	April 2023	Diversity and Inclusion Specialist / Workplace Relations
	<ul style="list-style-type: none"> Engage with Aboriginal and Torres Strait Islander staff and/or Aboriginal and Torres Strait Islander advisors to consult on our anti-discrimination policy. 	June 2023	Diversity and Inclusion Specialist/Workplace Relations
	<ul style="list-style-type: none"> Educate senior leaders on the effects of racism. 	July 2023	Chief of Staff Chief People Officer

5. Improve Aboriginal and Torres Strait Islander residents' access to information and services.	<ul style="list-style-type: none"> Communicate positive stories of Aboriginal and Torres Strait Islander employees, community members, local businesses and local events through City of Stonnington social media, internal communication and Indigenous channels. 	November 2022	Manager Communications and Engagement, Manager Economic Development and Place
	<ul style="list-style-type: none"> Use culturally appropriate images and language to promote Council services and programs to Aboriginal and Torres Strait Islander residents. 	July 2022	Manager Communications and Engagement

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

	<ul style="list-style-type: none"> Provide opportunities for members of the RAP Working Group, HR managers and other key leadership staff to participate in formal and structured cultural learning. 	October 2022	Diversity and Inclusion Specialist Organisational Development Advisor
	<ul style="list-style-type: none"> Embed cultural awareness training into Council's staff training program undertaken by all employees every two years. 	July 2023	Diversity and Inclusion Specialist Organisational Development Advisor
7. Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.	<ul style="list-style-type: none"> Increase staff's understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols. 	August 2022	Aboriginal Liaison Officer Diversity and Inclusion Specialist Manager Aged, Diversity & Community Planning Manager Communications and Engagement
	<ul style="list-style-type: none"> Develop, implement, and communicate a cultural protocol document, including protocols for Welcome to Country and Acknowledgement of Country. 	August 2022	Chief Governance Officer
	<ul style="list-style-type: none"> Invite a local Traditional Owner or Custodian to provide a Welcome to Country or other appropriate cultural protocol at significant events each year. 	March, June, July and significant events 2022, 2023 and 2024	Chief Governance Officer Manager Events, Arts and Culture
	<ul style="list-style-type: none"> Include an Acknowledgement of Country or other appropriate protocols at the commencement of meetings. 	August 2022	Aboriginal Liaison Officer Manager Aged, Diversity &

			Community Planning Manager Communications and Engagement
	<ul style="list-style-type: none"> Embed the significance of the Welcome to Country and Acknowledgement of Country into Council's induction and cultural awareness staff training program. 	July 2022	Aboriginal Liaison Officer Manager Aged, Diversity & Community Planning Organisational Development Advisor
	<ul style="list-style-type: none"> Invite Traditional Owners to conduct a Welcome to Country at citizenship ceremonies and other significant events. 	February 2022 ongoing	Chief Governance Officer Manager Events, Arts and Culture
	<ul style="list-style-type: none"> Include an Acknowledgement of Country statement with staff email signatures and key Council documents, publications, and website. 	March 2022	Manager Communications and Engagement
8. Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week.	<ul style="list-style-type: none"> RAP Working Group to participate in an external NAIDOC Week event. 	July 2022 and 2023	Coordinators from Community and Wellbeing, Planning and Place, Environment and Infrastructure and People
	<ul style="list-style-type: none"> Review HR policies and procedures to remove barriers to staff participating in NAIDOC Week. 	August 2022	Diversity and Inclusion Specialist Workplace Relations

	<ul style="list-style-type: none"> Promote and encourage participation in external NAIDOC events to all staff. 	July 2022 July 2023	Aboriginal Liaison Officer Manager Aged, Diversity & Community Planning Manager Communications and Engagement
	<ul style="list-style-type: none"> Consult with Traditional Owners to develop and deliver a culturally sensitive program of NAIDOC week events including smoking ceremonies, guest speakers and traditional food. 	May-June 2022 and 2023	Aboriginal Liaison Officer Manager Aged, Diversity & Community Planning
	<ul style="list-style-type: none"> Provide opportunities for Aboriginal and Torres Strait Islander staff to attend events, journey and story tell with their cultures and communities during NAIDOC Week and other significant cultural events. 	July 2022 and 2023	Aboriginal Liaison Officer Manager Aged, Diversity & Community Planning Department Managers
	<ul style="list-style-type: none"> Invite Traditional Owner to conduct an annual Welcome to Country Ceremony for babies, children, and new families with local Aboriginal and Torres Strait Islander communities during NAIDOC or Children's Week. 	July 2022	Manager Community Services Coordinator Maternal and Child Health
9. Promote and encourage the value of Aboriginal and Torres Strait Islander arts and cultures.	<ul style="list-style-type: none"> Acquire, commission or exhibit Aboriginal and Torres Strait Islander artwork and programming as part of Council's annual Visual Arts program. 	July 2022	Manager Events, Arts and Culture
	<ul style="list-style-type: none"> Identify opportunities to include Aboriginal and Torres Strait Islander imagery in new Council-owned developments. 	March 2022	Managers - Project Management and

			Delivery; Open Space and Environment; and Events, Arts and Culture
10. Promote truth telling by updating the Indigenous History of Stonnington documents.	<ul style="list-style-type: none"> Update the Indigenous History of Stonnington teacher and student curriculum resources. 	July 2022	Aboriginal Liaison Officer Manager Aged, Diversity & Community Planning Manager Communications and Engagement
	<ul style="list-style-type: none"> Consult with Traditional Owners and apply for funding to undertake a review of the Indigenous History of Stonnington. 	December 2022	Manager Community Services - Stonnington History Centre

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

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

Governance			
Action	Deliverable	Timeline	Person responsible
13. Establish and maintain an effective RAP Working Group (RWG) to drive	<ul style="list-style-type: none"> Maintain Aboriginal and Torres Strait Islander representation on the RWG. 	Established 2018	Aboriginal Liaison Officer Manager Aged, Diversity & Community Planning

governance of the RAP	<ul style="list-style-type: none"> Establish and apply a Terms of Reference for the RWG. 	July 2022	Aboriginal Liaison Officer Manager Aged, Diversity & Community Planning
	<ul style="list-style-type: none"> Meet at least four times per year to drive and monitor RAP implementation. 	Bi-monthly commencing March 2022 and 2023	Aboriginal Liaison Officer Manager Aged, Diversity & Community Planning
14. Provide appropriate support for effective implementation of RAP commitments.	<ul style="list-style-type: none"> Define resource needs for RAP implementation. 	Sep 2022 and 2023	Aboriginal Liaison Officer Manager Aged, Diversity and Community Planning
	<ul style="list-style-type: none"> Engage our senior leaders and other staff in the delivery of RAP commitments. 	July 2022	Aboriginal Liaison Officer Manager Aged, Diversity and Community Planning
	<ul style="list-style-type: none"> Define and maintain appropriate systems to track, measure and report on RAP commitments. 	July 2022	Aboriginal Liaison Officer
	<ul style="list-style-type: none"> Appoint and maintain an internal RAP Champion from senior management. 	July 2022	Director Community and Wellbeing
	<ul style="list-style-type: none"> Revise the Stonnington RAP Advisory Committee (SRAC) Terms of Reference membership (Councillor and Traditional Owners) and frequency of meetings. 	August 2022	Manager Aged, Diversity and Community Planning
15. Build accountability and transparency through reporting RAP	<ul style="list-style-type: none"> Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia. 	30 September 2022 and 2023	Aboriginal Liaison Officer Manager Aged, Diversity & Community Planning

achievements, challenges, and learnings both internally and externally.	<ul style="list-style-type: none"> Report RAP progress to all staff and senior leaders quarterly. 	March 2022, 2023. June 2022, 2023, September 2022, 2023 and December 2022, 2023	Aboriginal Liaison Officer Manager Aged, Diversity & Community Planning Executive team (CEO and Directors - Community and Wellbeing, Planning and Place, Customer and Technology, Environment and Infrastructure)
	<ul style="list-style-type: none"> Publicly report our RAP achievements, challenges and learnings, annually. 	September 2022, 2023	Manager Strategy & Performance
	<ul style="list-style-type: none"> Investigate participating in Reconciliation Australia's biennial Workplace RAP Barometer. 	March 2022	Chief People Officer
16. Continue our reconciliation journey by developing our next RAP.	<ul style="list-style-type: none"> Register via Reconciliation Australia's website to begin developing our next RAP. 	December 2023	Aboriginal Liaison Officer Manager Aged, Diversity & Community Planning
Contact details <i>Name: Lisa Stafford</i> <i>Position: Coordinator Community Planning</i> <i>Phone: 8290 1333</i> <i>Email: lstaffor@stonnington.vic.gov.au</i>			

Draft Reconciliation Action Plan – Feedback Summary

Engagement summary

Connect Stonnington	91	<ul style="list-style-type: none"> • Visits to website (1 Oct – 3 Nov)
Submissions	3	<ul style="list-style-type: none"> • Reconciliation Stonnington • Bunurong Land Council Aboriginal Corporation • Anonymous Resident (3145)

Submission Summary

Submitter	Feedback	Action
Bunurong Land Council Aboriginal Corporation	<u>Rap Journey</u> Amend engagement sentence to identify engagement undertaken with the Traditional Custodians and other parties.	Amended
	<u>Action 1 (Deliverable 3)</u> Include reference to Traditional Custodians	Included
	<u>Action 3 (Deliverable 5)</u> Include reference to the Uluru Statement of the Heart	Included
	<u>Action 3 (Deliverable 6)</u> Include posters and stories along with other opportunities for signage	Included
	<u>Action 3 (Deliverable 7)</u> Include reference to 'story telling'	Included
	<u>Action 5 (Deliverable 1)</u> Include 'indigenous channels' as a communication method	Included
	<u>Action 5 (Deliverable 2)</u> Update to include 'culturally appropriate' images	Included
	<u>Action 6 (Deliverable 5)</u> Clarify training as 'cultural' awareness training	Included
	<u>Action 7 (Deliverable 5)</u> Insert – 'cultural awareness' staff training	Included

Submitter	Feedback	Action
	<u>Action 8 (Deliverable 4)</u> Include examples of NAIDOC Week activities - including smoking ceremonies, guest speakers and traditional food.	Included
	<u>Action 8 (Deliverable 5)</u> Provide opportunities for Aboriginal and Torres Strait Islander staff to 'attend events, journey and story tell'	Included
	<u>Action 8 (Deliverable 6)</u> Modify investigate a Welcome to Country to – 'Invite a traditional owner to conduct an annual' Welcome to Country for babies	Included
	<u>Action 11 (Deliverable 7)</u> Change cultural audit to - cultural 'survey'	Included
Reconciliation Stonnington	One action in the previous 2018-20 RAP, to 'develop a public places naming policy that acknowledges Aboriginal heritage of the City of Stonnington' has not been completed, is not included in the new RAP, and is not flagged as an action to be carried forward	Public Places naming policy added to the 'Actions to be carried forward'.
	Many of the deliverables are allocated to the Aboriginal Liaison Officer. There would be value in also indicating the manager/executive who has ultimate responsibility.	Updated responsibility to include Manager Aged, Diversity and Community Planning
	Action 3: 'Engage with Aboriginal and Torres Strait Islander stakeholders annually and report to Council to endorse planned Australia Day activities that include respectful recognition of Aboriginal and Torres Strait Islander histories.' This implies the engagement is only annual and related to Australia Day activities. Engagement with Aboriginal and Torres Strait Islander stakeholders should be at least quarterly, and as needed on key issues, which would include options for Australia Day.	Updated to reflect quarterly consultation and annual consultation with respect to Australia Day.
	Introduction to Respect section (p11) '... Council acknowledges Aboriginal and Torres Strait Islander peoples as the First Peoples of Australia and that the inter-generational impacts of dispossession and colonisation continue to impact disadvantage today. Our actions through the RAP aim to educate us without cleansing history.' [our emphasis]	Sentence modified to include truth telling

Submitter	Feedback	Action
	We strongly support this important statement, but the clause 'without cleansing history' is open to several interpretations. Truth-telling acknowledges both the negative and positive aspects of our history – this should be made clear in the RAP.	
	Action 7 (p12) 'Include an Acknowledgement of Country statement with staff email signatures and key Council documents, publications, and website.' We strongly support this action and are surprised it is not already in place.	Action has been implemented. Statement to be updated in accordance with the Registered Aboriginal Party determination (Wurundjeri Woi Wurung and Bunurong) on endorsement of the RAP
	Last item in action 8 (p13) is to 'investigate': it should go beyond that to commit to deliver the action, which would include the investigation.	Altered the action to 'conduct' rather than investigate.
	Item 10 p14 (Indigenous history) includes action to 'apply for funding' to review the Indigenous History of Stonnington: as with the previous point, this should be a commitment to do the review – how it is funded is not a RAP matter. This is a key action in the RAP and should have a high level of commitment	No change
	The introduction to the Opportunities section (p15) includes '... Aboriginal and Torres Strait Islander Peoples to feel comfortable participating in education, economic activities, employment and services linked to our organisation.' [my emphasis] The outcome should be to increase participation, not just 'feel comfortable'.	Sentence modified to ...increase participation ... as suggested
	Throughout, deliverables have what appear to be external suppliers (such as Diversity and Inclusion Specialist) as the responsible person. Responsible people should be Council officers.	No action required - all deliverables are attributed to Council officers.
	RAP Advisory Committee: for the 2018-20 RAP the first meeting of the Advisory Committee was not until July 2020. A commitment is needed to strengthen the Committee's effectiveness.	Action 14 includes the deliverable – Revise the RAP Advisory Committee (SRAC) Terms of Reference membership and frequency of meetings

Submitter	Feedback	Action
	There should be a plan for future RAPs to refer to cultural heritage protection, and linkages between reconciliation and environmental issues including developing and researching native food growing initiatives.	No change required. To be considered in the development of the next RAP
Anonymous resident (3145)	I do not think that inviting Aboriginal and Torres Strait Islander residents to participate in Australia Day festivities is sensitive- or holding those festivities at all. If the day is to be recognized, it should be a somber day of mourning the invasion of this land and acknowledging the survival and resilience of the First Nations people of Australia, not a day of shallow nationalism.	This action has been discussed with the Wurundjeri Woi Wurrung and Bunurong. The Wurundjeri are supportive of a 'Healing' Ceremony.
	Public signage of local history can be found around many Victorian suburbs but are nearly always speaking about the lives of white settlers. Kooyongkoot (Gardiner's Creek) and many other areas have a rich history from far earlier than the first colonies and would give residents and all passerby a greater appreciation of the depth of the connection the Wurundjeri Woi Wurrung and Bunurong have to this land.	To be addressed by Council's Place Naming Policy, action identified in previous action plan and to be carried forward in the new RAP.

Administrative amendments

Page Number	Section	Change
1	Heading	RAP date amended to February 2022-2024
1	Introduction	Implementation dates amended 2022-2024
3	Our Business our Peoples	Council Plan date and strategic directions updated
4	Our City	Workforce figure updated
8	Action Plan – Relationships (Focus Area)	Amended in accordance with Council Plan 2021-2025
8-20	Actions / Deliverables	Dates amended in accordance with revised implementation timeframe (2022 – 2024)
12	Action Plan - Respect (Focus Area)	Amended in accordance with Council Plan 2021-2025
17	Action Plan – Opportunities (Focus Area)	Amended in accordance with Council Plan 2021-2025

GENERAL BUSINESS
19 FEBRUARY 2018

9. ELM ROAD, GLEN IRIS - REQUEST FOR ADDITIONAL PARKING

Traffic Engineer: Jordan Allan
Manager Transport & Parking: Ian McLauchlan
General Manager Assets & Services: Simon Thomas

Councillor Briefing at its meeting on 29 January 2018 resolved that the matter be deferred to the meeting to be held on 12 February 2018.

PURPOSE

To advise Council of the investigation into the request for additional parking on Elm Road, Glen Iris.

BACKGROUND

On 23 June 2017, the Mayor Cr Klisaris met with a small group of residents on Elm Road, Glen Iris to discuss various matters, including car parking, possum prevention, and the creation of a footpath connection to Great Valley Road. Council officers from Transport and Parking and the Arboriculture departments were also in attendance.

During the site meeting, the residents provided a multi-signature letter, clarifying their request. At the Council meeting on 26 June 2017, the following was minuted:

The Mayor Cr Klisaris tabled a multi-signed letter with (25 signatures from residents regarding various matters at No's 7,9 and 11 Elm Road, Glen Iris. The letter covered carparking, possum prevention footpath to Great Valley Road and desire to work with the Council on the subjects.

This report is provided to clarify the land ownership, the history of the development of the MECWA housing on Elm Road, and to address the issues raised.

A brief summary of the issues raised is outlined below.

Car Parking

The signatories are of the view that the current parking provision is inadequate, as a result of development of the area by MECWA over time. The letter requests the following (also illustrated in Figure 1):

- a) *The Council area immediately adjoining 7 Elm Road, be stripped, cleaned and resurfaced to accommodate at least 6 cars for that residence. The overflow from no: 7 finds its way to the main car park, resulting in a lack of space for the residents of nos: 9 & 11 Elm Road.*
- b) *Additional space be made available by the council by moving the green bollards (east of the main carpark) 12 to 15 metres.*
- c) *Conversion of Elm Road garden bed (recently replanted) second garden from the corner of the car park, to enable residents (particularly disabled) who live on that side of no. 9, to park their cars closer to their residences.*
- d) *Build-up of ground surface on the southern side, adjacent to the street light accommodating 2 cars.*
- e) *Bituminizing and bay marking of the parking section outside no: 11 Elm Road.*
- f) *Disabled parking signage on at least 2 additional marked parking bays. There is currently only one marked.*

GENERAL BUSINESS
19 FEBRUARY 2018

- g) *We ask that the entire marked parking bays, together with the section outside no: 11, be re-classified/ re-zoned "Mecwacare Residents Only". By having this it will deter outsiders (non-visitors) from parking in the area and then, perhaps, all residents will be able to park their cars.*

The following image (Figure 1) has been prepared to give context to the above requests. The letters provided by the signatories have been marked on the plan to indicate the location of the requests.

Possum Prevention

The letter outlines concerns with possum activity, including messes created on footpaths, roads, and on private vehicles caused by possum droppings/urination, and requests metal or plastic skirts around the trunks of key trees.

Footpath to Great Valley Road

The letter raises an issue, stated to have been in discussion between MECWA and Council, to implement a footpath between 7 Elm Road and Great Valley Road. The letter raises the concern that elderly residents have to walk on the roadway to access Great Valley Road.

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Figure 1: Actions Requested by Residents

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DISCUSSION

Title Search/Land Ownership

To identify the intent of the subject site and establish the responsible authority of the road and abutting areas, an investigation of the road status and land titles has been undertaken. The Register of Public roads lists Elm Road as a public road. Land title searches reveal the parcel of privately owned land in the name of MECWA, a parcel of land under the responsibility of Council set aside as park and open space, and various segments of road reserve that are the responsibility of Council and VicRoads.

According to the details on the titles, (see Attachment 2) the City of Stonnington is the responsible authority for the local road segments and VicRoads is the responsible authority for the freeway and some strips of land adjacent to Elm Road. These strips of land are remnant land parcels from the construction of the Monash Freeway and VicRoads are gazetting these remnant strips of land to Council to manage (see Attachment 3).

The title search reveals the land along Elm Road requested by the residents to be used for additional vehicle parking is a road reserve. Council have powers over the road reserve as it is listed in the name of the original subdividers and accordingly vests in Council. The title plan indicates that this road reserve is 20.12 metres wide and 163.63 metres long. It appears that planting in this area not undertaken by Council may have occurred in the past.

Planning History

The development of the building referred to in the multi-signatory letter as 7 Elm Road (refer Figure 1) appears to have contributed to the parking concerns now raised by residents of Elm Road.

The planning history for the development is outlined in the Delegate's Report for the development application.

The report indicates that there was a requirement at that time, to provide 27 spaces on site (23 for residents and 4 for visitors), and that the applicant through their traffic engineer argued for a reduction in the parking provision. This was on the basis of empirical studies which suggested car ownership rates of 0.33 spaces per dwelling for housing units for low-income elderly tenants.

The Transport and Parking Unit had considered the submission from the applicant and raised concerns that the parking provision would not be sufficient to cater for future demand.

The Delegate's Report concludes that the parking dispensation could be supported on the basis that the residents would be expected to have low rates of car ownership, the development includes self-contained units with no staff on-site, the close proximity to public transport, the residents are not eligible for parking permits (thereby limiting impact on existing residential parking areas), the parking area available next to the existing building, and that a parking waiver is consistent with sustainable travel objectives.

It should be noted that under the current Clause 52.06 of the Stonnington Planning Scheme, land use classified as "residential aged care facility" has a parking requirement of 0.3 spaces to each lodging room. Applying this rate to the development at 7 Elm Road with 23 1-bedroom units would result in a parking requirement of 6-7 parking spaces. The development was constructed with 8 parking spaces in a basement parking area. In hindsight, the current overspill of parking nearby would suggest the parking requirement adopted in this case does not address the current needs.

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Car Parking

In order to ensure that each of the concerns from the multi-signatory letter are addressed, a response is provided to each of the items, using the lettering format provided by the residents.

- a) The Council area immediately adjoining 7 Elm Road, be stripped, cleaned and resurfaced to accommodate at least 6 cars for that residence. The overflow from no: 7 finds its way to the main car park, resulting in a lack of space for the residents of nos: 9 & 11 Elm Road.*

As outlined above in the Planning History section, the provision of parking for the development of 7 Elm Road was deemed reasonable, and accords with the current requirements for parking for residential aged care.

The area identified for the additional car parking is zoned as Public Park and Recreation Zone. Council's "Strategies for Creating Open Space" document outlines an ongoing commitment to provide additional open space within the municipality, and to improve accessibility to existing open space and recreational reserves. The commitment to open space has seen allocation of considerable expenditure to acquire available property for conversion to open space, and also in the case of the Cato Square project to provide underground car parking to allow for a large new open space at-grade. In consideration of this strategy, it would not be appropriate to take an existing open space area and convert it to at-grade car parking.

The area identified had been used during construction of 7 Elm Road for materials storage and site amenities, which damaged the landscaping, and following the completion of the building was observed to be used for car parking which continued to cause damage.

Following the recent construction of the footpath connecting Great Valley Road and 7 Elm Road, bollards have been installed at the back of the footpath (refer Figure 1) to prevent vehicle access, and it is anticipated that the landscaping will recover. Additional planting has occurred.

- b) Additional space be made available by the Council by moving the green bollards (east of the main carpark) 12 to 15 metres.*

The green bollards referred to above (and indicated below in Figure 2) are in place to prevent vehicles travelling further north-east from the informal parking area into the Gardiners Creek reserve area. The image shows that the bollards are already set back from the end of the formal parking area, allowing for an area of informal parking to occur. The area is not vegetated on the development side and the area can continue to function as informal parking without detrimental impacts.

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Figure 2: Informal parking area and bollards

Relocating the bollards further to the north-east would allow for additional informal parking to occur in the nature reserve area currently vegetated. Allowing parking in this area would impact the existing vegetation. As previously outlined, this would be inconsistent with Council's commitment to open space.

c) Conversion of Elm Road garden bed (recently replanted) second garden from the corner of the car park, to enable residents (particularly disabled) who live on that side of no. 9, to park their cars closer to their residences.

The title search has revealed that this area referred to belongs to Council, and therefore could theoretically be used for car parking. The area specifically referred to above is shown in Figure 3 below. It is noted that this area has recently been landscaped (around mid-2017 based on aerial images). This landscaping was not completed by Council.

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Figure 3: Area on Elm Road south of the 9 & 11 Elm Road building

The area shown in Figure 3 includes a footpath, and there is not sufficient length between the footpath and the fence (which houses a bin store) to accommodate parking. The removal of fence and enclosure would be required for parking to be accommodated.

This presents a further issue, as the fenced area in Figure 3 highlights the approximate boundary between the road reserve (controlled by Council) and the private MECWA property. Any parking created would likely extend into private property, which may create a liability concern. An approximation of this parking area is shown in Figure 4 below.

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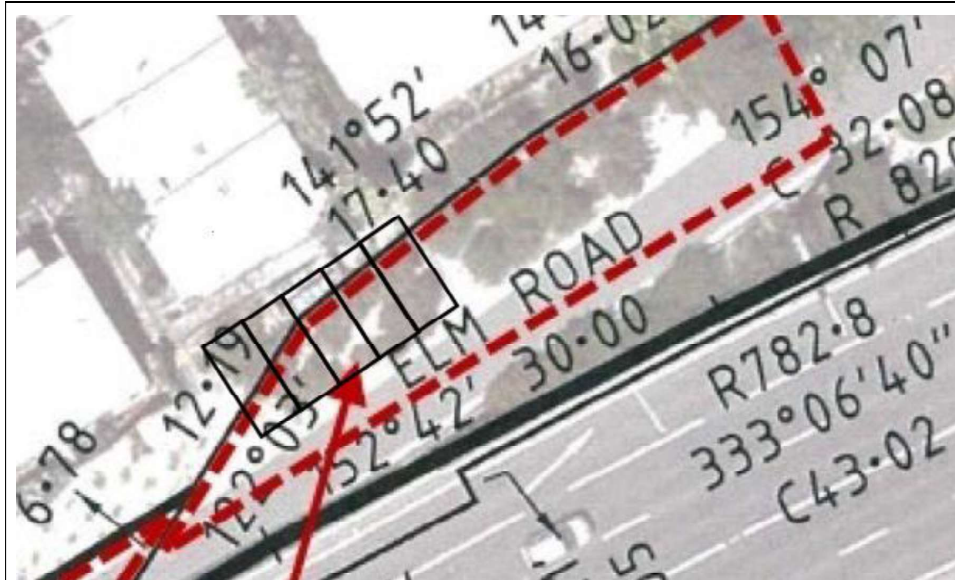


Figure 4: Proposed Parking Area (Approximate)

At this stage comment has not been sought from MECWA regarding this proposal. It may be appropriate for the creation of parking in this location, for the benefit of MECWA residents, to be the financial responsibility of MECWA.

Notwithstanding the above, this location presents the best possible location for the inclusion of further parking if desired.

d) Build up of ground surface on the southern side, adjacent to the street light accommodating 2 cars.

This refers to the area shown in Figure 2 above in the informal parking area. The building up of the ground surface to create additional parking, based on a preliminary review, would be significant, and would impact low level planting and some larger trees. As with several of the requested areas, this area is zoned as Public Park and Recreation Zone, and as such is not appropriate for car parking. As previously outlined, this would be inconsistent with Council's commitment to open space.

e) Bituminizing and bay marking of the parking section outside no: 11 Elm Road.

This refers to the informal parking area, and specifically seeks the area to be surfaced in asphalt and the car parking area to be formalised. This could be considered, however it is noted that the overall intent of the multi-signatory letter (see Attachment 1) is to provide additional parking, and installing formal parking bays will at best result in no loss of parking opportunities. When formal parking is created, the design would need to accord with the Australian Standards, and typically this results in fewer parking opportunities. It is for this reason, by way of example, that parking bays are not marked in residential streets throughout the municipality.

At this stage comment has not been sought from MECWA, however it is understood that residents are seeking Council to fund their request.

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In consideration of the above, it is recommended that the parking be left as-is, to ensure the maximum parking is available for the community.

f) Disabled parking signage on at least 2 additional marked parking bays. There is currently only one marked.

As above, this request could be accommodated, but would result in fewer overall parking spaces being available. Disabled parking spaces installed to accord with the Australian Standards require a shared zone to be kept clear of parked vehicles. This is shown in Figure 5 below, which is an example from the James Street off-street car park.



Figure 5: Disabled parking space design, with shared zone

As the majority of vehicles parking in the area are associated with the MECWA developments, it is unlikely that the provision of additional disabled parking bays would provide a significant benefit. A timed restriction could be included, but it appears that most of the MECWA residents are seeking longer term parking, so while this would improve availability it may not suit the needs of the users.

Notwithstanding, as part of the concept for the additional parking along Elm Road, additional disabled parking spaces could be included for consultation with MECWA, seeking their views.

g) We ask that the entire marked parking bays, together with the section outside no: 11, be re-classified/ re-zoned "Mecwacare Residents Only". By having this it will deter outsiders (non-visitors) from parking in the area and then, perhaps, all residents will be able to park their cars.

This request cannot be accommodated. The only parking permits currently available are as part of the Residential Parking Permit Scheme, to which the residents of the MECWA units are not eligible.

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Further, while the residents of the MECWA site clearly feel some ownership of the parking spaces, and are likely the primary users of these spaces, they are within the public road network, and therefore are available for use by the general public.

In developing the site MECWA has elected not to provide parking for the majority of the residents, and while this may be inconvenient for the current residents, it is not necessarily the responsibility of Council to pick up any shortfall. This is consistent with the position Council has taken toward other residential developments which do not include sufficient car parking, with multi-unit developments after March 2007 not being eligible to participate in the Resident Parking Scheme.

Footpath to Great Valley Road

The footpath connection between Great Valley Road and 7 Elm Road has now been completed. The works were already underway when the interim letter on 10 July 2017 was sent to the lead signatory, and was referenced in the letter.

POLICY IMPLICATIONS

The Planning Scheme includes as Stonnington's strategic vision the following statement:

"The City's valued open space is protected and enhanced through no net loss in public open space and increases in areas of identified shortage; it is safe and accessible for public use and meets the diverse and changing needs of the community."

The local policy for open space (Clause 21.07) identifies that Stonnington has a low ratio of public open space compared to the metropolitan average and adjacent municipalities and a key issue is *"managing the impact of private development in and beside public open space on the perceived and actual accessibility, usability and safety of public space"*.

The overall objective of the Open Space Policy is as follows:

"To provide an equality of public open space quality and quantity across the municipality, sufficient to meet future needs and which improves the accessibility, safety and environmental sustainability of the open space system."

These policy positions do not support the conversion of green open space to car parking.

FINANCIAL AND RESOURCES IMPLICATIONS

The options for creating car parking and installing further disabled parking bays have not been costed at this stage. However, there would be a capital cost incurred for any works, and this would need to be programmed into a future budget, potentially the 2018/19 capital budget, depending on the extent of the works.

CONCLUSION

In response to the issues raised in the multi-signatory letter (see Attachment 1) from Elm Road residents, the specific requests have been considered, and an opportunity exists to create some additional car parking in a landscaped area on the north side of Elm Road, and to install some additional disabled car parking (or convert some existing car parking to disabled parking). This would require consultation with MECWA in the first instance. The other requests regarding the creation of car parking cannot be accommodated for either reasons of policy or practicality.

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HUMAN RIGHTS CONSIDERATION

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

ATTACHMENTS

- | | |
|---|----------|
| 1. Attachment 1 - Multi-Signatory Letter from Residents | Excluded |
| 2. Attachment 2 - Elm Road Titles Ownership | Excluded |
| 3. Attachment 3 - Elm Road Land Parcel Detailed Map | Excluded |

RECOMMENDATION

That:

- 1. The multiple requests for assistance including the provision of additional parking contained in the mutisignatory letter tabled at the Council meeting of 26 June 2017, and the consideration associated with each of the proposed locations as outlined in the body of the report be noted;***
- 2. Council note that the parking provision associated with the MECWA facility is consistent with the requirements of the Stonnington Planning Scheme;***
- 3. Consistent with the principles of Council's 'Strategies for Creating Open Space' Council not support the creation of additional carparking in areas zoned as Public Park and Recreation, or in areas that would impact on or require the loss of mature existing vegetation.***
- 4. Council write to MECWA advising them of the requests received from the residents of the facility, advising them of the above considerations and seeking their views on;***
 - a) Whether they would support and fund the construction of additional car parking spaces in the area south of 9 & 11 Elm Road (land part controlled by Council, and part owned by MECWA).***
 - b) Reconfiguration of existing parking to provide additional disabled parking spaces.***
- 5. A further report be prepared for consideration by Council once a response has been received from MECWA.***
- 6. The lead signatory be advised accordingly.***



Ref: 18/29347

5 March 2018

Linda Smart
General Manager – Community Services
1287 Malvern Road
MALVERN VIC 3144

Dear Ms Smart,

RE: PARKING CONCERNS RAISED BY RESIDENTS OF MECWA DEVELOPMENT ON ELM ROAD, GLEN IRIS

As you may be aware, in June 2017 then Mayor Jami Klisaris met with a group of residents on Elm Road, Glen Iris to discuss various matters including car parking, possum prevention, and the creation of a footpath connection to Great Valley Road. A letter signed by multiple residents detailing their concerns was also presented to the Mayor, and was subsequently tabled at a Council meeting.

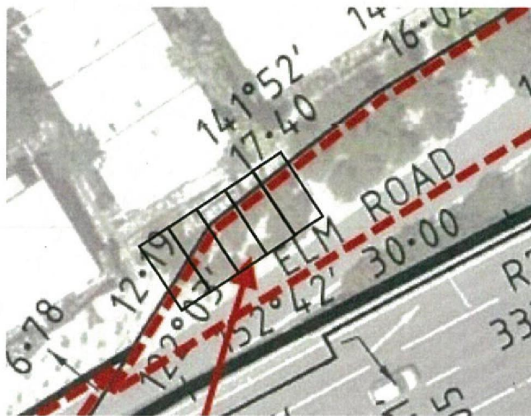
The matters relating to the possum prevention and the footpath have since been attended to, but the issue of car parking required investigation by officers, and was subsequently considered at a meeting of Council. The letter from residents sought Council to undertake works to provide additional car parking in a number of areas around the MECWA development site. The majority of the works requested would require conversion of open space to car parking. This was considered at the Council meeting, and it was ultimately resolved that consistent with the principles of Council's 'Strategies for Creating Open Space' Council not support the creation of additional carparking in areas zoned as Public Park and Recreation, or in areas that would impact on or require the loss of mature existing vegetation.

However, there was an area identified in the resident letter along the frontage of the MECWA development on Elm Road which may be appropriate for conversion to angled parking. This area, as shown in title documents below, falls partly on land which is part of the road reserve (Council land), and partly on the land controlled by MECWA. Please note that the bays marked are indicative only.

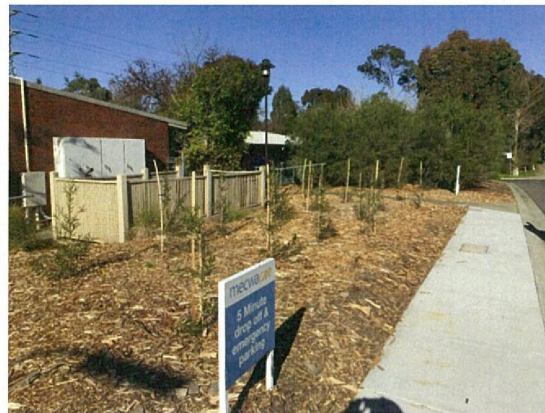
Service Centres

311 Glenferrie Road, Malvern
Cnr Chapel and Greville Streets, Prahran
293 Tooronga Road, Malvern

PO Box 21, Prahran Victoria 3181
T 8290 1333
F 9521 2255
council@stonnington.vic.gov.au
AUSDOC PX 30108
STONNINGTON.VIC.GOV.AU



Title Information



Location Photo

As such, in response to the request from the residents of the MECWA development, Council is asking if MECWA is prepared to support and fund the resident request for parking bays in this area to the south of the development at 9 and 11 Elm Road.

In a separate component of the request, the residents have asked Council to reconfigure the existing car park at the east end of Elm Road to provide more disabled car parking spaces. This request can be accommodated without impacting open space areas, but would result in fewer overall parking spaces being available. Disabled parking spaces installed to accord with the Australian Standards require a shared zone to be kept clear of parked vehicles. This is shown below from a Council off-street car park.



Australian Standards Layout

Additional bays of this type can be created by Council within the existing off-street car park, however there would be a loss of parking opportunities to accommodate the change.

Council is asking if MECWA has a view on this request from residents to provide more disabled parking bays.

Your response to the 2 issues outlined above is sought. If you wish to discuss this matter any further, please feel free to telephone Jordan Allan on 8290 2045.

Sincerely,

A handwritten signature in blue ink, appearing to read 'B Rogers'.

Brian Rogers

ACTING TRANSPORT AND PARKING MANAGER



Audit & Risk Committee Meeting Minutes

Held on 18 November 2021 at 4.00 PM

Virtual Meeting via Zoom



Audit & Risk Committee Meeting 18 November 2021 - Minutes

Committee	
Bev Excell	Chair
David Ashmore	Deputy Chair
Pallavi Khanna	Independent Member
Jenny Johanson	Independent Member
Cr Kate Hely	Council Representative
Cr Marcia Griffin	Council Representative
Invitees	
Jacqui Weatherill	Chief Executive Officer
Greg Curcio	Director Customer & Technology
Cath Harrod	Director Community & Wellbeing
Julia Gallace	Chief Financial Officer
Tony Mcilroy	Manager Councillor & Civic Support
Tracey Limpens	Chief of Staff
Mathew Burke	Manager City Strategy & Performance
Sarah Taylor	Manager People & Performance
Claire Wynn	Coordinator Risk Integrity & People
Matthew Naylor	Manager Procurement
Marnie Benny	Team Leader Procurement
Philip Delahunty	Director Richmond, Sinott & Delahunty – External Auditor
Blessing Mendoza	Audit Manager Richmond , Sinott & Delahunty – External Auditor
Mark Peters	HLB Mann Judd – Internal Auditor
Kapil Kukreja	Senior Manager, HLB Mann Judd – Internal Auditor
Andy Viswanath	HLB Mann Judd – Internal Auditor
Peter Anderson	Partner Grant Thornton
Katherine Shamai	Partner Grant Thornton

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The Chair declared the meeting open at 4pm.

Statement of Reconciliation

The Chair recited the following Statement of Reconciliation.

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

We extend that respect to all Aboriginal and Torres Strait Islander peoples.

1 Apologies

An apology for the meeting was received from Independent Member Pallavi Khanna.

Welcome

The Chair welcomed newly appointed independent Member, Jenny Johanson, and External Auditor Philip Delahunty of Richmond Sinnot & Delahunty Audit (VAGO Appointed External Auditor).

Mr Delahunty introduced Ms Blessing Mendoza, Audit Manager, Richmond, Sinnot & Delahunty.

The Chair indicated that the meeting would be recorded for minute taking purposes. The Chair thanked the Mayor, Cr Hely and Cr Griffin on their active participation in the Committee during the last twelve months on the basis that the meeting may be their last pending the annual appointment of Councillors on 23 November 2021.

The Chair indicated that there would be a brief confidential segment at the end of the meeting for committee members.

2 Disclosure of Conflicts of Interest

Cr Griffin declared a conflict of interest in the item to be discussed by committee members.

Cr Hely declared a conflict of interest in item 3 Confirmation of Minutes of the previous meeting held on 26 August 2021 in relation to the item on Councillor expenses.

3 Confirmation of the Minutes of the Previous Meeting

Cr Hely left the meeting.

The meeting resolved that the minutes of the Audit and Risk Committee held on 26 August 2021 and 7 October 2021 be confirmed as a true record of the proceedings.

Cr Hely returned to the meeting.

The Chair explained to the meeting the process for preparation and circulation of minutes of meetings.

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4 Probity Questions

The Chair provided an opportunity for committee members to raise any issues.

The Chief Executive Officer on invitation raised a health & safety concern relating to a recent trench collapse incident.

The Internal & External Auditors indicated they had no issues to raise.

Cr Hely raised recent inflammatory postings directed at the Council on social media.

5 Business Arising from Previous Meetings

The meeting discussed business arising from previous meetings as follows:

- Compliance with Key Legislation Audit – to be discussed at the Strategy and Planning Workshop in February 2022
- Year to date Financial Report – the Chief Financial Officer indicated that the financial report for the quarter is reported to the Council in the first instance.
- Local Government Inspectorate Correspondence - progress of implementation of recommendations to be included in the outstanding actions listing
- Item 5.6 Draft Audit Strategy 30 June 2021 – the Chief of Staff indicated that this item had been completed.

That the Audit & Risk Committee note the status report on matters arising and outstanding from previous Audit & Risk Committee meetings.

6 Business**6.1 Risk Report For the Quarter Ended 30 June 2021**

The meeting proposed a review of risk ratings in relation to the following:

- Tree root damage
- Flooding/Flood Management Plan
- Investment Portfolio
- Budget Process

That the Audit & Risk Committee:

- 1. NOTE the Risk Management Report for the Quarter ended 30 June 2021; and***
- 2. NOTE the Risk Profile Report for Corporate and Operational Risk.***

6.2 Risk Report for the Quarter Ended 30 September 2021

The status of the cyber incident insurance claim was questioned. The Director Customer & Technology responded that the claim had not yet been settled.

That the Audit & Risk Committee:

1. ***NOTE the Risk Management Report for the Quarter ended 30 September 2021.***

6.3 Health, Safety & Wellbeing Report for the quarter ended 30 June 2021

That the Audit & Risk Committee NOTE the Health, Safety & Wellbeing Report for the quarter ended 30 June 2021.

6.4 Health, Safety & Wellbeing Report for the quarter ended 30 September 2021

That the Audit & Risk Committee NOTE the Health Safety & Wellbeing Report for the quarter ended 30 September, 2021.

6.5 Internal Audit Status Report

The Internal Auditor indicated that the COVID Recovery Grants Internal Audit Report was currently with management for comment and would be presented to the next meeting.

That the Audit & Risk Committee

1. ***NOTE the Internal Audit Recommendations Status Report prepared by the internal auditor HLB Mann Judd as at November 2021.***
2. ***NOTE the progress of the Review of Community Recovery Grants Application and Assessment Processes.***

6.6 Review of Compliance with the Victorian Protective Data Security Standards

Andy Viswanath, HLB Mann Judd – Internal Auditor detailed the findings of the review.

He indicated that it will take some time for management to comply with the recommended measures.

The question was asked whether the risk rating of moderate was understated and needed to be re-examined recognizing the residual risk. A request was made to update the Committee on third-party data risks.

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The Chief Executive Officer commented on the need for ongoing investment by the Council in relation to the Digital Transformation Project.

That the Audit and Risk Committee:

- 1. ENDORSE the internal audit report Review of Compliance with the Victorian Protective Data Security Standards; and***
- 2. ACCEPT the findings, recommendations and management comments.***

6.7 Quarterly Cyber Security Report

The Director Customer & Technology reported on progress against the Protective Data Security standards.

The meeting requested that the Director Customer & Technology report at six monthly intervals.

That the Audit and Risk Committee NOTE the report and associated outcomes from the August/September 2021 cyber incident.

Item 6.13 was brought forward.

6.13 Chapel Street Precinct Association Audit Findings – Financial and Governance

Peter Anderson & Katherine Shamai of Grant Thornton Risk Consulting outlined the findings of the Special Rate Funds Audit – Chapel Street Precinct Association, which was the first of five audits to be completed by 30 June 2022. It was noted that the purpose of the engagement was to conduct an audit that would identify areas of concern and risk to the Council and identify areas of possible training which need to be provided.

It was noted that a copy of the report had been provided to CSPA, however, a response had not been received to date.

The significance of the Auditors not having access to the membership list was questioned. It was noted that there would be benefit in tightening controls and moving to better practice.

It was confirmed that when all five audits had been completed there would be a consolidated report presented to the Council.

That the Audit & Risk Committee:

- 1. RECEIVE the special audit report prepared by Grant Thornton;***
- 2. NOTE the summary of findings and recommendations in relation to the Chapel Street Precinct Association; and***
- 3. NOTE the correspondence from the Chair of the Audit and Risk Committee forwarded to the Association.***

5:41pm Cr Hely left the meeting.

6.8 Self-Assessment on recent VAGO Audits: VAGO – Managing Conflicts of Interest in Procurement (September 2021)

That the Audit & Risk Committee:

- 1. NOTE the VAGO – Managing Conflicts of Interest in Procurement (September 2021) audit self-assessment.***

6.9 Draft Procurement Policy

The Manager Procurement provided an overview of the draft policy.

The suggestion was made that the wording within the policy in relation to conflict of interest provisions needed to be more robust.

That the Audit & Risk Committee:

- 1. REVIEW and ENDORSE the Procurement Policy;***
- 2. NOTE that the Procurement Policy must be adopted by the Council by 31 December 2021.***

Item 6.12 was brought forward.

6.12 Parking infringement debtor provision review

The meeting agreed that the administration of infringements by Fines Victoria was totally unsatisfactory and discussed opportunities for advocacy to the State Government.

That the Audit & Risk Committee:

- 1. NOTE the review of Council Parking infringement debtor provision.***
- 2. ENDORSE an updated Council Parking infringement debtor provision analysis method for future financial years.***

Item 6.16 was brought forward on the agenda.

6.16 Audit & Risk Committee Administrative Matters (Audit Program, meeting dates, self-assessment)

That the Audit & Risk Committee:

- 1. NOTE the Internal Audit Reviews to be undertaken in the 2021/22 Financial Year commencing with the following reviews:***
 - (01) Risk Management Framework***
 - (02) Occupational Health & Safety***
 - (03) Core Financial Controls***

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and relegating IT Strategy and Governance to later in the program.

- 2. APPROVE the proposed schedule of Audit and Risk Committee meetings for 2022**
- 3. CONDUCT a Strategy and Planning Workshop on Thursday 17 February 2022.**
- 4. REVIEW the Strategic Internal Audit Program at the upcoming Audit & Risk Committee Strategy Workshop to be held on 17 February 2022, and**
- 5. DETERMINE the method and timing to complete the performance review.**

It was agreed by the meeting that the Committee self-assessment survey for the year end 31 December 2021 would be circulated in mid-January 2022 for the results to be presented to the Strategy & Planning Workshop on 17 February 2022 and would take the form of the template provided as a resource by Local Government Victoria.

6:14pm Cr Griffin left the meeting.

As the meeting lacked a quorum the following matters were held over to the next meeting of the Committee.

6.10 Statutory declarations by Councillors and Officers - Gift or Benefit Notifications

The item was deferred to the next meeting.

6.11 Councillor Expenses - 2020-2021 Financial Year

The item was deferred to the next meeting.

6.14 Local Government Performance Reporting Framework

The item was deferred to the next meeting.

6.15 Local Government Sector: Recent Reports & Publications

The item was deferred to the next meeting.

7 Confidential Business

There was no confidential business presented to the meeting.

8 Committee Members Only Discussion

9 Close of Meeting

The meeting concluded at 7:10pm.

Audit & Risk Committee Meeting 18 November 2021 - Minutes

HLB MANN JUDD- High Level Scopes for Proposed 2021-2022 Internal Audit Reviews

Listing revised as of 18/11/2021 Audit Committee

Reference Number	
Fy21/22 – 01	Risk Management Framework (ISO 31000:2018) (Including Risk Awareness Survey)
Fy21/22 – 02	Occupational Health and Safety (Including Victoria's New Workplace Manslaughter Amendment)
Fy21/22 – 03	Core Financial Controls Including Treasury Management
Fy21/22 – 04	Procurement (minor and major)
Fy21/22 – 05	Review of Councillor Expenses
Fy21/22 – 06	IT Infrastructure
Fy21/22 – 07	Developer and Open Space Contributions
Fy21/22 – 08	Asset Management
Fy21/22 – 09	IT Strategy & Governance
Fy21/22 – 10	Follow Up Review



Record of Councillor Briefing Session

Held on Monday 31 January 2022 at 5:30PM

Virtual via Zoom

Councillor Briefing Session 31 January 2022 - Minutes

Meeting Information	
Meeting Name/Type	Councillor Briefing Session
Meeting Date	Monday 31 January 2022 at 5:30PM
Attendees	
Councillors	<p>Cr. Jami Klisaris (Mayor)(Chair)</p> <p>Cr. Melina Sehr (Deputy Mayor)</p> <p>Cr. Nicki Batagol</p> <p>Cr. Marcia Griffin</p> <p>Cr. Kate Hely</p> <p>Cr. Matthew Koce</p> <p>Cr. Alexander Lew</p> <p>Cr. Polly Morgan</p> <p>Cr. Mike Scott</p>
Staff	<p>Chief Executive Officer</p> <p>Director Community & Wellbeing</p> <p>Director Environment & Infrastructure</p> <p>Director Customer & Technology</p> <p>Director Planning & Place</p> <p>Executive Manager Legal & Governance</p> <p>Manager Statutory Planning</p> <p>Civic Support Officer</p> <p>Manager Active Communities</p> <p>Manager Aged, Diversity & Community Planning</p>

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	<p>Manager Transport & Parking</p> <p>Chief Financial Officer</p> <p>Acting Chief People Officer</p> <p>Manager City Operations</p>
Matters discussed	<p>The record of the previous Briefing Session held on 6 December 2021 and an outstanding action schedule were circulated.</p> <p>Business:</p> <ol style="list-style-type: none"> 1. Presentation: Prahran Market Board Quarterly Update 2. Confidential Report: Prahran Market Update 3. Planning Application 535/21 - 94 Chapel Street, Windsor 4. COVID Recovery Fund - Recommended Expenditure 5. COVID-19 Community Recovery: Community Adaptation and Resilience Building Grant Extensions 6. Reconciliation Action Plan 7. Confidential Report: Waste Reforms 8. Elm Road, Glen Iris - Request for Car Parking 9. Councillor Representative - Eastern Alliance for Greenhouse Action 10. Internal Arbitration Determination 11. Official Openings 2022 - Plaque Approval <p>Issues raised by Councillors requesting a briefing:</p> <ol style="list-style-type: none"> 1. Cr. Griffin, hard waste removal outcome. Ward meetings briefing - When will it occur?

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	<div>2. Cr. Scott, opportunities to engage with communities – e.g. listening post.</div> <div>3. Cr. Morgan – concerns regarding the proper disposal of medical waste?</div> <div>4. Cr. Sehr, car spaces for business are not being used, barricades in Windsor. Llaneast Street parking permits issued</div> <div>5. Cr. Koce, massive rain downpour cleaning of pits was well done. Menzies Reserve landscaping looks great. Harold Holt Pool Dive Tower work and Spa managed works were really well done during summer.</div> <div>6. Cr. Batagol, healing ceremony was wonderful and respectful. Outdoor dining approvals . Electric Vehicles (EV) charging of vehicles at more sites in the City.</div> <div>7. Cr. Scott, healing ceremony on Australia Day was a well conducted event.</div> <div>8. Cr. Hely – advocacy listing to be prepared.</div>	
Conflict of Interest Disclosures		
Matter No.	Councillor making disclosure	Councillor left meeting
There were no disclosures of Conflict of Interest made at the Briefing.		

The Briefing Session concluded at 9:06pm