



KNOX CITY COUNCIL

AGENDA

Ordinary Meeting of Council

To be held at the

Civic Centre

511 Burwood Highway

Wantirna South

On

Tuesday 23 August 2016

KNOX CITY COUNCIL

**AGENDA FOR THE ORDINARY MEETING OF COUNCIL TO BE HELD AT THE
CIVIC CENTRE, 511 BURWOOD HIGHWAY, WANTIRNA SOUTH**

**ON
TUESDAY 23 AUGUST 2016 AT 7.00 P.M.**

BUSINESS:

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held on Tuesday 26 July 2016

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Meeting held on Tuesday 9 August 2016

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TONY DOYLE
CHIEF EXECUTIVE OFFICER

5. REPORTS BY COUNCILLORS

5.1 Committees & Delegates

5.2 Ward Issues

ALL WARDS**6.1 REPORT OF PLANNING APPLICATIONS DECIDED UNDER DELEGATION**

SUMMARY: *Acting Manager – City Planning (Greg Kent)*

Details of planning applications considered under delegation are referred for information. It is recommended that the items be noted.

RECOMMENDATION

That the planning applications decided under delegation report (between 1 July to 31 July 2016) be noted.

REPORT

Details of planning applications decided under delegation from 1 July to 31 July 2016 are attached. The applications are summarised as follows:

Application Type		No
Building & Works:	Residential	7
	Other	4
Subdivision		19
Units		20
Tree Removal/Pruning		18
Change of use		9
Signage		3
Single Dwelling		2
Boundary Realignment		1
TOTAL		83

Report Prepared By: *Acting Manager – City Planning & Building (Greg Kent)*

Report Authorised By: *Director – City Development (Angelo Kourambas)*

Knox City Council
Planning Applications Decided by Responsible Officer

1 June – 30 June 2016

Ward	No/Type	Address	Description	Decision
Baird	2016/6452	10 Fuchsia Street FERNTREE GULLY VIC 3156	Removal of (2) two trees (Eucalyptus botryoides, Eucalyptus camaldulensis)	7/07/2016 Approved
Baird	2016/6293	924 Mountain Highway BAYSWATER VIC 3153	14 Lot Subdivision (Approved Industrial Development)	7/07/2016 Approved
Baird	2015/6948	10/4 Dunlop Court BAYSWATER VIC 3153	Change of Use - Personal Training Facility	13/07/2016 Notice of Decision
Baird	2015/6148	279 Dorset Road BORONIA VIC 3155	Use and develop the land for five (5) three level dwellings and altering access to a Category 1 Road	14/07/2016 Notice of Decision
Baird	2016/6048	30 & 32 Sinclair Road BAYSWATER VIC 3153	The construction of six (6) double storey dwellings	26/07/2016 Refused
Baird	2016/6351	31 Pine Crescent BORONIA VIC 3155	3 lot Subdivision (Approved Unit Site)	22/07/2016 Approved
Baird	2016/6185	10 Woodvale Road BORONIA VIC 3155	7 Lot Subdivision (Approved Unit Development)	19/07/2016 Approved
Baird	2016/6342	5 Sinclair Road BAYSWATER VIC 3153	Development of the land for three (3) double storey dwellings	20/07/2016 Notice of Decision
Baird	2016/6363	46 Wattletree Road FERNTREE GULLY VIC 3156	2 Lot Subdivision (Approved Unit Development)	29/07/2016 Approved
Baird	2016/6058	16 Phyllis Avenue BORONIA VIC 3155	The construction of four double storey dwellings and one single storey dwelling (total five dwellings)	26/07/2016 Approved
Baird	2016/6400	30 Moira Avenue FERNTREE GULLY VIC 3156	2 lot subdivision (Approved Unit Site)	28/07/2016 Approved
Baird	2016/6191	7 Zeising Court BORONIA VIC 3155	The construction of three (3) dwellings on the land (two (2) double storey and one (1) single storey)	27/07/2016 Notice of Decision
Chandler	2016/6343	17 Judith Avenue BORONIA VIC 3155	Extension to existing residence	5/07/2016 Approved

Ward	No/Type	Address	Description	Decision
Chandler	2015/6824	170 Albert Avenue BORONIA VIC 3155	8 Lot Subdivision (Approved Unit Development)	6/07/2016 Approved
Chandler	2016/6489	1/31 McDonald Crescent BORONIA VIC 3155	Removal of three (3) Eucalyptus trees	20/07/2016 Approved
Chandler		19 Casuarina Avenue BORONIA VIC 3155	request for removal of a tree and pruning of a tree	18/07/2016 Approved
Chandler	2016/6484	1 Sapphire Avenue BORONIA VIC 3155	Construction of a garage	21/07/2016 Approved
Chandler	2016/9072	1/65 Albert Avenue BORONIA VIC 3155	Removal of (1) one Dead Eucalyptus tree	13/07/2016 Approved
Chandler	2015/6613	49 Albert Avenue BORONIA VIC 3155	2 Lot Subdivision and removal of vegetation	21/07/2016 Approved
Chandler	2016/9078	38 Landscape Drive BORONIA VIC 3155	Removal of one (1) tree	25/07/2016 Approved
Chandler	2016/6488	12 Garden Avenue BORONIA VIC 3155	Removal of (2) two trees (Eucalyptus obliqua & Agonis flexuosa)	14/07/2016 Approved
Chandler	2016/6404	51 Olive Grove BORONIA VIC 3155	Buildings and Works (construction of a carport)	27/07/2016 Approved
Chandler	2016/6521	13 Montana Avenue BORONIA VIC 3155	Removal of tree and pruning of three other trees	29/07/2016 Approved
Chandler	2016/9074	53 Miller Road THE BASIN VIC 3154	Removal of (1) one tree	18/07/2016 Approved
Chandler	2015/6963	3, 5 & 7 Prospect Place BORONIA VIC 3155	Air Drying of Drill Mud and Spoil Storage	29/07/2016 Notice of Decision
Collier	2016/6116	620 Boronia Road WANTIRNA VIC 3152	The construction of two (2) double storey dwellings, alterations to access into a Road Zone Category 1 and the removal of an easement	5/07/2016 Notice of Decision
Collier	2015/6960	10 Apple Grove BAYSWATER VIC 3153	The construction of two (2) double storey dwellings on the land.	21/07/2016 Notice of Decision
Collier	2016/6354	331 Wantirna Road WANTIRNA VIC 3152	3 Lot Subdivision (Approved Unit Site)	15/07/2016 Approved
Collier	2016/6334	2 Magnolia Street WANTIRNA VIC 3152	Double storey Dwelling	29/07/2016 Approved
Dinsdale	2016/6332	11 Railway Parade BAYSWATER VIC 3153	10 Lot Subdivision (Approved Unit Development)	7/07/2016 Approved
Dinsdale	2015/6931	57 Pentlowe Road WANTIRNA SOUTH VIC 3152	The construction of two (2) double storey dwellings on the land	12/07/2016 Approved

Ward	No/Type	Address	Description	Decision
Dinsdale	2015/6972	1&2/538 Mountain Highway BAYSWATER VIC 3153	Use and development of a medical centre with office including one three storey building (including a basement), one two storey building with a basement, business identification signage, alteration of access to a road in a Road Zone Category 1 and reduction	6/07/2016 Notice of Decision
Dinsdale	2016/6010	299 Stud Road WANTIRNA SOUTH VIC 3152	The construction of three (3) triple storey dwellings and one (1) double storey dwelling	11/07/2016 Notice of Decision
Dinsdale	2016/6262	10 Coleman Road WANTIRNA SOUTH VIC 3152	Development of the land for two (2) double storey dwellings	8/07/2016 Notice of Decision
Dinsdale	2016/6392	780 Mountain Highway BAYSWATER VIC 3153	Erection of two pylon signs containing internally illuminated LED screen	13/07/2016 Approved
Dinsdale	2015/6880	6 Dianne Street BAYSWATER VIC 3153	The construction of two (2) dwellings on the land (one (1) single storey and one (1) double storey)	27/07/2016 Notice of Decision
Dinsdale	2016/6119	14 Coolibah Crescent BAYSWATER VIC 3153	The construction of two (2) double storey dwellings on the land	20/07/2016 Notice of Decision
Dinsdale	2016/6203	13 Coolibah Crescent BAYSWATER VIC 3153	The construction of two (2) double storey dwellings on the land.	20/07/2016 Notice of Decision
Dinsdale	2016/6383	10 Lance Road BAYSWATER VIC 3153	3 Lot Subdivision (Approved Unit Site)	28/07/2016 Approved
Dinsdale	2016/6078	641 Mountain Highway BAYSWATER VIC 3153	The construction of sixteen (16) triple storey dwellings and four (4) double storey dwellings (total 20 dwellings) and alterations to access to a Road Zone Category 1	28/07/2016 Notice of Decision
Dinsdale	2016/6368	68 Parkhurst Drive KNOXFIELD VIC 3180	Change of Use - Motor Vehicle Sales	27/07/2016 Approved
Dobson	2016/6470	5A Lane Road FERNTREE GULLY VIC 3156	Removal of two trees (Populus nigra Italica & Melaleuca linariifolia)	7/07/2016 Approved

Ward	No/Type	Address	Description	Decision
Dobson	2016/6461	12 Drake Street FERNTREE GULLY VIC 3156	Remove three (3) trees (Eucalyptus robusta, Cedrus deodara, Eucalyptus cladocalyx) and prune trees (Eucalyptus saligna, two Photinia serratifolia, Syzygium paniculatum)	7/07/2016 Approved
Dobson	2016/9070	5 Brenock Park Drive FERNTREE GULLY VIC 3156	Removal of poplar tree	7/07/2016 Approved
Dobson	2016/6389	33 Mont Albert Road FERNTREE GULLY VIC 3156	Buildings and Works (shed and Verandah) and vegetation removal	13/07/2016 Approved
Dobson	2016/6376	43 Willow Road UPPER FERNTREE GULLY VIC 3156	Dissolve Common Property, Consolidate C.P. land with No. 43A and realign the common boundary between No.43 and 43A	7/07/2016 Approved
Dobson	2016/6480	22 Clow Avenue UPPER FERNTREE GULLY VIC 3156	Removal of two (2) Acacia melanoxylon, two (2) Eucalyptus trees and the pruning of four (4) Melia azedarach var. australasica.	14/07/2016 Approved
Dobson	2016/6398	14 Seascape Close FERNTREE GULLY VIC 3156	Buildings and works (construction of a deck)	22/07/2016 Approved
Dobson	2016/6374	37 Doysal Avenue FERNTREE GULLY VIC 3156	2 Lot Subdivision (Approved unit site)	22/07/2016 Approved
Dobson	2016/6492	18 Tarana Avenue UPPER FERNTREE GULLY VIC 3156	Removal of (2) two large trees	18/07/2016 Approved
Dobson	2016/6319	6 Perra Street FERNTREE GULLY VIC 3156	Construction of dwelling additions and a garage	18/07/2016 Approved
Dobson	2016/6154	4 The Glen FERNTREE GULLY VIC 3156	Removal of vegetation (Grevillea robusta)	26/07/2016 Approved
Friberg	2016/9068	7 Samantha Court KNOXFIELD VIC 3180	Buildings and Works (extension to the existing warehouse)	5/07/2016 Approved
Friberg	2015/6902	44 Allister Close KNOXFIELD VIC 3180	The construction of a double storey dwelling to rear of the existing dwelling and 2 Lot Subdivision	4/07/2016 Approved

Ward	No/Type	Address	Description	Decision
Friberg	2016/6284	10/1845 Ferntree Gully Road FERNTREE GULLY VIC 3156	Change of Use to an Indoor Recreation Facility (Swim School) and alteration to the access of a Category 1 Road.	5/07/2016 Approved
Friberg	2016/6208	1B/1829 Ferntree Gully Road FERNTREE GULLY VIC 3156	Change of Use - Leisure and Recreational Facility (gym) and associated business identification signage	12/07/2016 Approved
Friberg	2016/6020	716 Burwood Highway FERNTREE GULLY VIC 3156	Change of Use (Warehouse), Building and works, car parking reduction and alteration to the access of a Category 1 Road.	12/07/2016 Approved
Friberg	2016/6395	5 Henderson Road KNOXFIELD VIC 3180	Use part of land for industry (seafood processing) and a reduction in the car parking requirements	13/07/2016 Approved
Friberg	2016/6428	748 Burwood Highway FERNTREE GULLY VIC 3156	Erection of five signs (three internally illuminated)	20/07/2016 Approved
Friberg	2016/6095	1656 Ferntree Gully Road KNOXFIELD VIC 3180	Buildings and works (construction of 20 warehouses), erection of advertising signage, alterations to access to a Road Zone Category 1 and a reduction in the car parking and loading requirements	26/07/2016 Approved
Friberg	2016/6390	8 Lloyd Street KNOXFIELD VIC 3180	2 Lot Subdivision (Approved Unit Site)	28/07/2016 Approved
Friberg	2015/6983	125 Bunjil Way KNOXFIELD VIC 3180	43 Lot Subdivision (Approved Development)	28/07/2016 Approved
Friberg	2016/6182	47 Allister Close KNOXFIELD VIC 3180	The construction of a double storey to the rear of the existing dwelling	26/07/2016 Notice of Decision
Scott	2016/9067	82 Kathryn Road KNOXFIELD VIC 3180	Remove one (1) Eucalyptus nicholii	1/07/2016 Approved
Scott	2015/6916	25 Cherrytree Rise KNOXFIELD VIC 3180	The construction of three dwellings (Two double storey dwellings and one single storey dwelling)	14/07/2016 Refused

Ward	No/Type	Address	Description	Decision
Taylor	2016/9073	63 Oaktree Rise LYSTERFIELD VIC 3156	Removal of one (1) tree	18/07/2016 Approved
Taylor	2016/6387	1560 Wellington Road LYSTERFIELD VIC 3156	Construction of dwelling additions (new alfresco/sunroom and verandah)	18/07/2016 Approved
Taylor	2015/6633	22 Tamboon Drive ROWVILLE VIC 3178	Development of land for two (2) double storey dwellings	27/07/2016 Notice of Decision
Taylor	2016/9077	4 Prior Court ROWVILLE VIC 3178	2 Lot Subdivision	22/07/2016 Approved
Tirhatuan	2015/6617	48 Deschamp Crescent ROWVILLE VIC 3178	One Double Storey Dwelling to the rear of the existing	5/07/2016 Approved
Tirhatuan	2016/6377	33 Joelson Avenue SCORESBY VIC 3179	Installation of a louvred roof verandah to rear of existing double storey dwelling	7/07/2016 Approved
Tirhatuan	2016/6341	11 Sheppard Drive SCORESBY VIC 3179	2 Lot Subdivision (Approved Unit Site)	7/07/2016 Approved
Tirhatuan	2016/6352	64 Rosehill Street SCORESBY VIC 3179	2 Lot Subdivision (Approved Unit Site)	7/07/2016 Approved
Tirhatuan	2015/6802	31 Lakeview Avenue ROWVILLE VIC 3178	The construction of two (2) double storey and one (1) single storey dwelling on the land	7/07/2016 Notice of Decision
Tirhatuan	2016/6357	Stud Park SC 61B/1101 Stud Road ROWVILLE VIC 3178	To install 3 signs to the existing building exterior	6/07/2016 Approved
Tirhatuan	2016/6362	7 Elizabeth Court ROWVILLE VIC 3178	3 Lot Subdivision (Approved Unit Development)	19/07/2016 Approved
Tirhatuan	2016/6067	960 Stud Road ROWVILLE VIC 3178	Use of the land for Motor Vehicle Repairs (Panel Beating), buildings and works, a reduction in the car parking requirements, alterations to access to a Road Zone Category 1 and the display of advertising signage	20/07/2016 Approved
Tirhatuan	2016/9076	42 Carrara Road ROWVILLE VIC 3178	Removal of (1) one tree	19/07/2016 Approved
Tirhatuan	2016/6384	10 Eureka Crescent ROWVILLE VIC 3178	2 Lot Subdivision (Approved Unit Site)	28/07/2016 Approved

Ward	No/Type	Address	Description	Decision
Tirhatuan	2016/6295	760 Stud Road SCORESBY VIC 3179	Change of Use - Restricted Recreation Facility and alteration of access to a road in a Road Zone, Category 1.	14/07/2016 Notice of Decision
Tirhatuan	2016/6503	158 Seebeck Road ROWVILLE VIC 3178	Removal of two (2) Eucalyptus nicholii trees	29/07/2016 Approved
Tirhatuan	2016/6385	7 Roma Street SCORESBY VIC 3179	2 Lot Subdivision (Approved Unit Site)	28/07/2016 Approved
Tirhatuan	2016/6209	39 Koornang Road SCORESBY VIC 3179	Additions to existing warehouse and reduction in the car parking requirements of Clause 52.06 (Car Parking) of the Knox Planning Scheme	27/07/2016 Approved

Total: 83

COLLIER WARD**6.2 APPLICATION FOR THE CONSTRUCTION OF SEVEN (7) DOUBLE STOREY DWELLINGS AT 45 BARMAH DRIVE EAST, WANTIRNA (Application No. P/2016/6035)****1. SUMMARY:**

Land:	45 Barmah Drive East, Wantirna
Applicant:	Jesse Ant Architects
Proposed Development:	The construction of seven (7) double storey dwellings
Existing Land Use:	Single dwelling
Area/Density:	2349sqm; 1:336sqm
Zoning:	General Residential Zone - Schedule 2.
Overlays:	No overlays
Local Policy:	Municipal Strategic Statement (MSS) Housing Policy Development in Residential Areas and Neighbourhood Character Policy
Application Received:	20 January 2016
Number of Objections:	Thirty four (34)
PCC Meeting:	21 June 2016

Assessment:

Subject to conditions the development can provide an appropriate balance between the need for additional housing within an established residential area, the amenity of occupants and adjoining residents, and planting of new canopy vegetation.

The proposal can comply with the Housing Policy, the Development in Residential Areas and Neighbourhood Character Policy, and ResCode subject to conditions.

The proposal complies with the General Residential Zone – Schedule 2.

On balance it is considered that the proposal responds reasonably to State and Local Planning Policies. It is recommended that Council issue a Notice of Decision to Grant a Planning Permit, subject to conditions.

6.2 45 Barmah Drive East, Wantirna (cont'd)

2. BACKGROUND

2.1 Subject Site and Surrounds

The location of the subject site is shown in Appendix A.

- The subject site is located at the north western end of Barmah Drive East, Wantirna. The site currently contains a single storey rendered brick dwelling setback approximately 10 metres from the street frontage. The site also accommodates two sheds. Vegetation exists to the frontage of the site.
- Vehicle access to the site is via a single crossover to Barmah Drive East; the road ends just beyond the site's access point and becomes a pedestrian linkage to Barmah Drive West.
- The site is affected by a small sewerage easement in the northern corner of the site and no Covenants apply to the land.
- The subject site is located within an established residential area; containing a mixture of single and two storey dwellings. There are no examples of multi dwelling developments within the immediate area.

2.2 The Proposal

(Refer to attached plans at Appendix B)

It is proposed to remove the existing dwelling and construct seven (7) double storey dwellings. Details are as follows:

- Dwellings 1 and 4 - 7 will contain four (4) bedrooms, kitchen / living / dining area, bathrooms, laundry, retreat and ensuites. Dwellings 2 - 3 contain three (3) bedrooms.
- Dwellings 2, 3, 4 and 6 will be accessed via a new shared driveway and crossover to Barmah Drive East. Dwellings 1 and 5 will be accessed by individual crossovers to Barmah Drive East; and Dwelling 7 will be accessed via a new crossover and driveway to Barmah Drive West. All dwellings have been proposed with double garages with Dwelling 5 containing a lower level double garage. One (1) visitor car parking space is proposed between Dwelling 5 and 6.
- Each dwelling has been proposed with a minimum of 80sqm of open space, with 60sqm secluded private open space with a minimum dimension of 5 metres.

6.2 45 Barmah Drive East, Wantirna (cont'd)

- Dwellings will reach a maximum height of 8.6 metres and will be constructed of a mixture of facebrick and lightweight render and tiled roofing. Colours include light and dark greys. Existing front fencing is to be removed.
- All vegetation onsite is proposed to be removed.

3. CONSULTATION

3.1 Advertising

The application was advertised by way of a sign on the sites frontage and notices were sent to adjoining property owners and occupiers. Council received thirty four (34) objections to the application that can be summarised as follows:

Provision of car parking onsite

- *The proposal is consistent with Clause 52.06 (Car Parking) of the Knox Planning Scheme. See Section 4.3 of this report.*

Location and number of crossovers

- *Council's Traffic Engineers have reviewed the planning application and have no objection to the number or location of crossovers proposed.*
- *In addition to this, the proposal complies with Clause 55.03-9 (Access) of the Knox Planning Scheme, as the width of accessways does not exceed 40 percent of the street frontage.*

Traffic / Congestion

- *Council's Traffic Engineers have reviewed the planning application and have no objection to the amount of traffic generated from the development or resultant traffic congestion.*

New access to Barmah Drive West

- *Council's Traffic Engineers have reviewed the planning application and have no objection to the new access within Barmah Drive West. Only one (1) dwelling will access the site from this access point and appropriate conditions of any permit issued will ensure this is constructed to Council's standards.*

6.2 45 Barmah Drive East, Wantirna (cont'd)

Neighbourhood Character / Density / Overdevelopment

- *The proposed design response / density is considered reasonable; this will be discussed further in Section 4.2.2.*
- *The preferred dwelling typology for the Knox Neighbourhood area includes villa unit developments (more than two dwellings) on lots greater than 1000 square metres. The proposal is consistent with this.*

Non-compliance with Planning Scheme i.e. Neighbourhood Character Policies, Knox Housing Strategy, ResCode

- *The proposed design response / density is considered reasonable; this will be discussed further in Section 4.2.2.*
- *The proposal is generally consistent with ResCode, see Section 4.3.*

Negative precedent

- *While it is acknowledged there are no examples of multi-dwelling development within the immediate vicinity of the subject site, the proposal is considered consistent with Clause 22.07 (Development in residential areas and neighbourhood character).*

Insufficient landscaping

- *Sufficient space has been made available onsite for the provision of meaningful landscaping to integrate the development into the area. In addition to this, a landscape plan will be required as a condition of any permit issued.*

Previous subdivision of the land and Covenant restricting lots to one dwelling

- *A review of the Title confirms there are no covenants that apply to the land.*

Waste Management

- *The application and submitted Waste Management Plan has been referred to Council's Waste Management Team for comments who have not raised any concerns with the proposal.*

6.2 45 Barmah Drive East, Wantirna (cont'd)

Overlooking

- *Elevation plans have not been labelled according to orientation and no north or northeast elevation plans have been provided. These will be required to be submitted as a condition of any permit issued including the provision of obscured glazing to a height of 1.7m or raised sill heights in accordance with Clause 55.04-6 (Overlooking) of the Knox Planning Scheme.*
- *Other windows with the ability to overlook adjoining properties areas of open space or habitable room windows have been proposed with obscured glazing to a height of 1.7m or raised sill heights in accordance with Clause 55.04-6 (Overlooking) of the Knox Planning Scheme.*

Negative impact on property values

- *This is not a relevant planning consideration.*

3.2 Planning Consultation Committee (PCC)

- *A PCC was held on 21 June 2016, twenty-three (23) people were in attendance and the issues listed above were discussed. No resolutions were made at the meeting.*

3.3 Referrals

The application has been referred to internal departments for comment. No objection has been raised; the following is a summary of relevant advice:

Traffic Engineer

- *Visitor space to be identifiable.*
- *In accordance with the Knox Planning Scheme, Clause 52.06, a transition section of at least 2m is required where the difference in grade between two sections of the driveway is greater than 1:8 (12.5%) for a summit grade change and 1:6.7 (15%) for a sag grade change.*
- *Further information is required to show the grade and direction of slope on the footpath near the driveway for unit 1. A grade of 1:6.5 (approximately 15.4%) is shown for the driveway. If the footpath slopes down away from the road, the resulting change in grade would exceed 15% and a transition section of at least 2m must be provided to prevent vehicles scraping or bottoming.*

6.2 45 Barmah Drive East, Wantirna (cont'd)

- *The footpaths to townhouse 5 and 7 should be extended out to connect to the existing public footpath.*
- *Standard conditions to be included on any permit issued.*

Officer Comment: These matters can be addressed through a condition of any permit issued.

Drainage Engineer

- *Inadequate overland flow path through the property is shown. The applicant must demonstrate how overland flow for the 100 year ARI will be appropriately managed to Council's satisfaction - details must be included in the engineering stormwater design plans.*
- *Standard conditions to be included on any permit issued.*

Officer Comment: These matters can be addressed through conditions of any permit issued.

Assets

- *Existing crossing to unit 5 to be constructed to match width of internal driveway.*
- *Proposed communal crossing to be constructed to Council standards and remain a minimum 3 m clear of street tree or else approval from Parks to remove street tree at developers cost will be required.*
- *Proposed crossing for unit one to be constructed a minimum of 500mm from boundary and match width of internal driveway.*
- *Proposed crossing to unit 7 to be constructed a minimum 500mm from boundary and match width of internal driveway.*

Officer Comment: These matters will be addressed through conditions of any permit issued.

Arborist

- *Street trees not affected by proposal.*

6.2 45 Barmah Drive East, Wantirna (cont'd)

- *Only one large, mature tree grows on the site and this is a Quercus robur (English Oak). This is located within the POS of Dwelling 7. This is shown to be removed. The successful retention of the tree will require the retention of the natural ground level around the tree i.e. the area encompassing the tree's TPZ area and the protection of the tree's crown and root system. Although a permit is not required to remove the Quercus robur, the tree merits retention.*
- *Council's aerial photograph of the property dated March 2015 shows several other large canopy trees grew on the property but these have been removed and only the English oak has been retained and several smaller trees/shrubs. None of this smaller vegetation is deemed especially significant.*
- *The proposed development of the property does not adversely affect vegetation growing on neighbour's property.*

Officer Comment: A planning permit would not have been required to remove vegetation from the site previously. A condition of any permit issued will ensure the retention of the English Oak within the open space of Dwelling 7.

Landscape Officer

- *Standard conditions of permit requiring the submission of a landscape plan, including location and percentage of indigenous planting to be shown on plans.*
- *The pathways leading from the porch of Unit's 1, 5 and 7 through the front setbacks to the road should be deleted and replaced with paths leading to the adjacent driveway. This will maximize the tree planting opportunities in the front setback.*

Officer Comment: These matters will be addressed through conditions of any permit issued.

Building

- *No details of site cuts and retaining walls on plans.*

Officer Comment: These matters will be addressed through conditions of any permit issued.

Sustainability

- *Satisfied with submitted Sustainable Design Assessment. Standards conditions of permit required.*

6.2 45 Barmah Drive East, Wantirna (cont'd)

Officer Comment: Compliance with the SDA will be required through conditions of any permit issued.

Waste Management

- *Satisfied with the submitted Waste Management Plan (WMP) for a kerbside collection service in this instance.*

Parks

- *Tree 1 will incur approx 5% encroachment from the new dwelling being built. This level of encroachment is acceptable though adequate TPZ protection within the property will be required as per AS 4970-2009.*
- *Tree 2 has a proposed cross-over constructed approx 3.5m from this tree and will be outside of the TPZ. Tree can be retained.*
- *Standard Tree Protection conditions required.*

Officer Comment: These matters will be addressed through conditions of any permit issued.

4. DISCUSSION

4.1 Zoning and Overlays

4.1.1 Zone

The site is located within the General Residential Zone – Schedule 2. Within the General Residential Zone – Schedule 2, a Planning Permit is required to construct more than one dwelling on a lot.

- *The proposal is considered consistent with the purpose of the General Residential Zone by providing for diversity in housing types that respects the neighbourhood character of the area.*

Schedule 2 to the General Residential Zone varies the ResCode requirements for Standard B6 (Minimum Street Setback) which requires that if there is a building on the abutting allotment facing the front street, walls of building are to be setback the same distance as the setback of the front wall of the existing building on the abutting allotment facing the front street or 9 metres, whichever is the lesser. If there is no building on the abutting allotment facing the front street, 6 metres for streets in a Road Zone, Category 1, and 4 metres for other streets.

6.2 45 Barmah Drive East, Wantirna (cont'd)

And walls of buildings are to be setback the same distance as the setback of the front wall of any existing building on the abutting allotment facing the side street or 4.5 metres, whichever is the lesser.

- *The subject site is an irregular shaped allotment, with frontage to Barmah Drive East as well as a reserve. Dwelling 1 is proposed with a setback of 9.16m from Barmah Drive East which is consistent with this requirement.*
- *Dwelling 5 is proposed with a setback of 6.38m from the reserve, providing for a graduated setback to the frontage of the site. This setback allows for sufficient landscaping to the frontage of the site and is considered reasonable.*

Schedule 2 to the General Residential Zone also varies the ResCode requirements for Standard B13 (Landscaping) which requires a minimum of one canopy tree per 175 square metres of the site area including a minimum of one canopy tree within each area of secluded private open space and one canopy tree within the front setback per 5 metres of width of the site. Each tree should be required to be surrounded by 20 square metres of permeable surface with a minimum radius of 3 metres. Up to 50 per cent of the permeable surface may be shared with another tree.

- *It is considered that the proposed development can accommodate the required canopy tree planting; subject to a condition of any permit issued.*

Schedule 2 to the General Residential Zone also varies the ResCode requirements for Standard B28 (Private Open Space) which requires the provision of private open space consisting of a minimum area of 80 square metres including one part of secluded private open space at the side or rear of the dwelling with a minimum area of 60 square metres with a minimum dimension of 5 metres with convenient access from a living room.

- *Each dwelling has been proposed with 80sqm of open space, including 60sqm of secluded open space with a minimum dimension of 5 metres.*

Schedule 2 to the General Residential Zone also varies the ResCode requirements for Standard B32 (Front fence height) which requires a maximum front fence height of 2m to a street in a Road Zone Category 1 and 1.2m to other streets:

6.2 45 Barmah Drive East, Wantirna (cont'd)

- *No front fencing is proposed to the frontage of Dwellings 1 -5 and the existing 1.8m high iron fencing to the reserve is proposed to be retained. While it is acknowledged this fence is existing, a condition of any permit issued will require this fence to be reduced in length to abut only the 'secluded' private open space associated with this dwelling, therefore opening up the remainder of the subject site to the public reserve and allowing for additional passive surveillance.*

4.1.2 Overlays

No overlays apply to the land.

4.2 Policy Consideration

4.2.1 State Planning Policy Framework

State policy requires Council to integrate the range of policies relevant to the issues to be determined, and balance conflicting objectives in favour of net community benefit and sustainable development.

Key Policies:

Clause 15 Built Environment and Heritage – Encourages high quality architecture and urban design outcomes that reflect the particular characteristics, aspirations and cultural identity of the community; enhances liveability, diversity, amenity and safety of the public realm; and promotes attractiveness of towns and cities within broader strategic contexts.

- *Subject to modifications, the design of the development reflects the built form, scale and modern finishes found in the area. The proposal provides for an increased density, with minimal adverse amenity impacts and is within reasonable distance of shops, services, and public transport.*

Clause 15.02 Sustainable Development – Encourage land use and development that is consistent with the efficient use of energy and the minimisation of greenhouse gas emissions.

- *The proposal contributes to the consolidation of urban development through the provision of increased density with access to urban services and transport. Dwellings are orientated to the north to provide for passive solar access.*

6.2 45 Barmah Drive East, Wantirna (cont'd)

- *A Sustainable Design Assessment (SDA) was submitted with the application and is considered appropriate. A condition of any permit issued will also require the development to be constructed in accordance with the approved SDA.*

Clause 16 Housing – Encourage the development of well-designed medium-density housing that respects the neighbourhood character; improves housing choice; makes better use of existing infrastructure; and, improves energy efficiency of housing.

- *Neighbourhood character - This is discussed at Section 4.2.2 of the report.*
- *Housing choice – The development provides for dwellings with smaller open space areas.*
- *Integration with infrastructure – The site is located in a fully serviced area. Drainage plans will be required as a condition of any permit issued.*
- *Energy efficiency – This has been discussed at Clause 15.02 (Sustainable Development).*
- *Location – While the site is not located within an Activity Centre, this is a large site that has access to a number of urban services. Subject to modifications, the subject site is capable of accommodating the proposed dwellings whilst making a positive contribution to the character of the area and complying with the private open space requirements of the General Residential Zone – Schedule 2. Refer to the assessment against Council's Residential Development and Neighbourhood Character Policy at Section 4.2.2 below.*

Clause 18 Transport – To create a safe and sustainable transport system by integrating land use and transport.

- *The site is located over 550 metres from the closest bus stop.*

6.2 45 Barmah Drive East, Wantirna (cont'd)

4.2.2 Local Planning Policy Framework

Clause 21.01 Municipal Strategic Statement (MSS).- encourages planning and development occurring with the necessary consideration to such matters as managing population growth, encouraging sustainable development and influencing the urban form so that Knox itself becomes more sustainable.

All development therefore is encouraged within this clause to incorporate Ecologically Sustainable Design (ESD) and Water Sensitive Urban Design (WSUD) principles to ensure that a sustainable urban environment is ultimately achieved with a strong use of existing infrastructure, and to reduce dependence on private vehicle travel.

- *The site is located in an established urban area reasonably close to urban services and open space areas. The development provides additional housing on an existing residential allotment where existing infrastructure will be utilised.*
- *Council is satisfied with the submitted Sustainable Design Assessment and a condition of any permit issued will require the development to be constructed in accordance with this Clause.*

21.04 Urban Design - Municipal Strategic Statement (MSS) – To ensure that all development responds positively to the existing patterns of urban form and character, the landscape, qualities, historic and cultural elements and social aspirations of the Knox community.

- *While the land is not in an Activity Centre, the proposal respects the preferred neighbourhood character and is consistent with the requirements of the MSS.*
- *An assessment against Council's Development in Residential Areas and Neighbourhood Character Policy (Clause 22.07) is below. The development complies with the open space requirements of the General Residential Zone – Schedule 2 and provides opportunities for meaningful landscaping.*

6.2 45 Barmah Drive East, Wantirna (cont'd)

Clause 21.05 – Housing – This clause implements the *Knox Housing Strategy 2015*. In managing Knox's current and future housing needs, Council supports a scaled approach to residential development. This scaled approach recognises that some parts of the City will need to accommodate change, due to population growth and the community's changing household needs. Development in residential areas will need to respond positively to the desired future character of the local area and take account of the particular built form and natural environmental elements that make up the neighbourhood character of Knox. The strong landscape character is the unifying element of the neighbourhood character of Knox.

The subject site is located within a "Knox Neighbourhood" area, which has sense of spaciousness within the public and private realm. These areas will continue to be low-scale neighbourhoods, characterised by detached dwellings with large backyards which contribute to the area's green and leafy character.

Objective 1 for Housing Objectives and Strategies is to support residential development in accordance with the Knox Housing Strategy 2013, which identifies a scaled approach to residential development. A Strategy is to direct housing growth toward Local Living and Activity Areas.

- *The site is not located in an Activity Centre or key redevelopment site. The site is large and can comply with the requirements of the Knox Neighbourhood character area in terms of open space and ability to provide canopy planting.*

Objective 2 is to support a diversity of housing choice in appropriate locations. Strategies include encouraging a diversity of housing styles, types, forms and sizes to cater for the changing needs of the community.

- *The proposed development can contribute to the diversity of housing in Knox within the context of the changing household types described in Council's MSS. The development provides dwellings with smaller open spaces and with a mixture of amenities.*

6.2 45 Barmah Drive East, Wantirna (cont'd)

Objective 3 is to ensure the quality of housing design in Knox is improved to better respond to neighbourhood identity and to create a stronger sense of place. Strategies include ensuring that residential development enhances the City's "green and leafy" image, support development that makes a positive contribution to the preferred future character of the area and that is innovative, environmentally sustainable, accessible and site responsive.

- *Each dwelling is provided with a minimum of 80 square metres of open space and the front setback complies with ResCode. The site provides suitable opportunities to plant a substantial number of canopy trees.*

Objective 4 is to protect and enhance the landscape and environmental values of the nature areas of significance within the municipality.

- *The site is not located in an area of biological significance.*

Objective 5 is to ensure that residential development better responds to the community's current and future needs, and allows people to 'age-in-place' by supporting the provision of a diverse range of housing including smaller scale dwellings.

- *The proposed development can contribute to the diversity of housing in Knox within the context of the changing household types described in the MSS.*

Clause 22.07 – Development in Residential Areas and Neighbourhood Character: Knox Neighbourhood Area – (Amendment C131) The desired future character of this area is to:

- Continue to be low-scale neighbourhoods, characterised by detached houses and dual occupancies; with some villa unit developments on larger blocks.
- Retain their green and leafy identity and character through the retention of front and back yards, and the establishment of a garden setting that includes canopy trees.

The key design objectives are:

To retain and enhance the streetscape by the planting of appropriate trees on private land.

6.2 45 Barmah Drive East, Wantirna (cont'd)

- *A condition of any permit issued will require the retention of the English Oak located within Dwelling 7's POS. Other vegetation onsite is not considered significant and does not require a planning permit to be removed.*
- *A landscape plan will be required as a condition of any permit issued; as well as relevant Tree Protection Zones for vegetation to be retained.*

To avoid dominance of buildings from the street.

- *Dwellings are appropriately setback from the street and reserve; this will minimise the dominance of buildings when viewed from the street.*
- *Upper storeys of dwellings fronting Barmah Drive East have also been setback to minimise the dominance of the dwellings when viewed from the street.*
- *Landscaping to the frontage of the land will help integrate the development into the area.*

To avoid loss of front and rear garden space.

- *Dwellings are setback from all boundaries. The development provides adequate areas for the establishment of additional landscaping within private open space areas and within setbacks.*

To avoid the dominance of car storage facilities from the street.

- *Car parking facilities are located to the side or rear of each dwelling and are not considered to dominate the streetscape or the internal accessway.*

To retain large backyards for landscaping and open space.

- *Each dwelling is proposed with a minimum of 80sqm of open space; setbacks and open space areas within the proposed design provide opportunities to plant new canopy trees.*

To ensure buildings reflect the prevailing scale of buildings in the street.

6.2 45 Barmah Drive East, Wantirna (cont'd)

- *Subject to conditions ensuring there is no provision of two storey sheer walls within the development and the upper floor areas are recessed a minimum of 1 metre from the ground floor level to better integrate with the surrounds, dwellings are not considered to not be excessive in scale or bulk.*

The relevant design guidelines are:

Design buildings to accommodate landscaping including canopy trees in front and rear gardens.

- *A landscape plan will be required as a condition of any permit issued; this will also detail landscaping to the street frontage.*

Retain existing canopy trees and understory planting, wherever possible.

- *A condition of any permit issued will require the retention of the English Oak located within Dwelling 7's POS. Other vegetation onsite is not considered significant and does not require a planning permit to be removed.*

Provide a landscaped front and rear yard and plant indigenous canopy trees in accordance with the requirements of the applicable zone schedule.

- *A condition of any permit issued will require the provision of a landscape plan in accordance with the Zone schedule and landscape officer comments.*
- *In addition to this, a condition of any permit issued will require weed species and trees with poor health and / or structure to be removed and suitably replaced with native trees and shrubs.*

In developments of three or more dwellings, ensure that the rear dwelling is single storey in height.

- *While it is acknowledged that the proposal technically does not comply with this design guideline, it is considered appropriate within the sites context.*

6.2 45 Barmah Drive East, Wantirna (cont'd)

- *The land is irregular in shape and abuts numerous properties, containing a mixture of single and double storey dwellings. The proposed dwellings are appropriately setback from the boundary to allow for landscaping to help screen the development when viewed from adjoining land and integrate the development into the area. In addition to this, upper stories are recessed from ground floor levels.*
- *A condition of any permit will require the upper storey of Dwellings to be setback a minimum of 1 metre from the ground floor level to minimise the impact of the upper storey when viewed from adjoining land.*

Locate carports and garages behind the line of the dwelling or in the rear yard.

- *Car parking facilities are located to the side or rear of each dwelling and are not considered to dominate the streetscape or the internal accessway.*

Minimise the amount of paving in front yards and driveways.

- *A condition of any permit issued will require the pathways leading from the porch of Unit's 1, 5 and 7 through the front setbacks to the road to be deleted and replaced with paths leading to the adjacent driveway. This will maximize the tree planting opportunities in the front setback.*

Design new buildings to incorporate pitched, hipped or gabled roof forms.

- *Pitched roofs have been proposed to reflect roof forms found in the area.*

Significantly setback first floor levels from the ground floor level.

- *As previously mentioned, a condition of any permit issued will ensure there is no provision of two storey sheer walls within the development and the upper floor areas are recessed a minimum of 1 metre from ground floor level to better integrate with the surrounds, other dwellings are not considered to be excessive in scale or bulk.*

Provide no, low or transparent front fencing.

- *The majority of the street frontage will be unfenced however; the existing 1.8m high fence abutting the public reserve is to be retained. This is considered reasonable as this is existing and abuts a public reserve.*

6.2 45 Barmah Drive East, Wantirna (cont'd)

4.3 Particular Provisions

Clause 52.06 – Car Parking

Prior to a new use commencing or a new building being occupied the car parking spaces required under Clause 52.06-5 must be provided on the land or as approved under Clause 52.06-3 to the satisfaction of the responsible authority.

Clause 52.06-5 outlines the requisite amount of parking to be provided as follows:

To each dwelling at a ratio of one car space to each one or two bedroom dwelling and two spaces for each dwelling with three or more bedrooms (with studies or studios that are separate rooms counted as bedrooms).

- *Each three or more bedroom dwelling is provided with a double garage; this complies with Clause 52.06.2.*
- *One (1) visitor car parking space is provided in between the garages of Dwellings 5 and 6; this complies with Clause 52.06.2.*

Clause 52.06-8 details the design standards for car parking. The provision of car parking should meet the design requirements of this Clause. An assessment of the design standards, including any areas of non-compliance are considered below:

Design Standard 1: Accessways – Can Comply. A condition of any permit issued would require that the letter boxes have a maximum height of 900mm and that meter boxes are outside the driveway sightline splay area.

A condition of any permit issued will require a transition section of at least 2m is required where the difference in grade between two sections of the driveway is greater than 1:8 (12.5%) for a summit grade change and 1:6.7 (15%) for a sag grade change; in accordance with Clause 52.06 the Knox Planning Scheme.

In addition to this, a condition of permit will require the grade and direction of slope on the footpath near the driveway for Dwelling 1 to be shown. A grade of 1:6.5 (approximately 15.4%) is shown for the driveway. If the footpath slopes down away from the road, the resulting change in grade would exceed 15% and a transition section of at least 2m must be provided to prevent vehicles scraping or bottoming.

6.2 45 Barmah Drive East, Wantirna (cont'd)

Design Standard 2: Car Parking Spaces – *Can comply. A condition of any permit issued will require visitor spaces to be landmarked, sign posted and identifiable.*

Design Standard 3: Gradients – *See above.*

Design Standard 4: Mechanical Parking – *Not applicable.*

Design Standard 5: Urban Design – *Complies.*

Design Standard 6: Safety – *Complies.*

Design Standard 7: Landscaping – *Complies.*

4.4 Clause 55 – Two or More Dwellings on a Lot and Residential Buildings (ResCode)

The proposal generally complies with the provisions of Clause 55 of the Knox Planning Scheme, an assessment of the key criteria; including any areas of non compliance are considered below:

Neighbourhood Character and Infrastructure

Neighbourhood Character – *Complies. Refer to assessment and recommended conditions above at Section 4.2.2.*

Residential Policy – *Complies.*

Dwelling Diversity – *N/A.*

Infrastructure – *Complies. A drainage plan will be a condition on any permit issued.*

Integration with the Street – *Complies.*

Site Layout and Building Massing

Street Setback – *See GRZ2 assessment.*

Building Height – *Complies.*

Site Cover/permeability – *Complies.*

Energy Efficiency – *Complies.*

Safety – *Complies.*

Landscaping – *Complies. A condition on any permit issued will require a landscape plan to the satisfaction of the Responsible Authority.*

Access – *Complies.*

6.2 45 Barmah Drive East, Wantirna (cont'd)

Parking Location – *Can comply subject to conditions. A condition of any permit issued will require shared accessways to be located at least 1.5 metres from the windows of habitable rooms. This setback may be reduced to 1 metre where window sills are at least 1.4 metres above the accessway.*

Amenity Impacts

Side and rear setbacks – *Complies.*

Walls on boundaries – *Complies.*

Daylight to existing windows/north facing windows – *Complies.*

Overshadowing open space – *Complies.*

Overlooking – *Can comply subject to conditions. Elevation plans have not been labelled according to orientation and no north or northeast elevation plans have been provided. These will be required to be submitted as a condition of any permit issued including the provision of obscured glazing to a height of 1.7m or raised sill heights in accordance with Clause 55.04-6 (Overlooking) of the Knox Planning Scheme.*

Other windows with the ability to overlook adjoining properties areas of open space or habitable room windows have been proposed with obscured glazing to a height of 1.7m or raised sill heights in accordance with Clause 55.04-6 (Overlooking) of the Knox Planning Scheme.

Windows are shown to be screened to a height of 1.7m above finished floor level however; a condition of any permit issued will require these to be noted with 'adhesive film must not be used'.

Internal views – *Can comply subject to conditions. Submitted plans do not include all internal development elevations however; it is clear that there will be opportunity for internal overlooking between Dwellings 5 and 7. A condition of any permit issued will require the provision of internal all elevations and compliance with Clause 55.04-7 (Internal Views) of the Knox Planning Scheme. A condition of any permit issue will also require elevations to be labelled correctly, based on their orientation.*

Noise – *Complies.*

On-Site Amenity and Facilities

Accessibility – *Complies.*

6.2 45 Barmah Drive East, Wantirna (cont'd)

Dwelling Entry – *Complies.*

Daylight to new windows – *Complies.*

Private Open Space – *Complies. See General Residential Zone – Schedule 2 assessment.*

Solar access – *Complies.*

Storage – *Complies.*

Detailed Design

Detailed Design – *Can comply subject to conditions. A condition of any permit issued will require some upper floor levels to be further setback from ground floor level to ensure there are appropriate upper storey setbacks when viewed from adjoining land and to ensure mass and bulk is minimised.*

Front fence – *See GRZ2 assessment.*

Common Property – *Complies.*

Site Services – *Complies.*

4.5 General Decision Guidelines

Clause 65 of the Knox Planning Scheme and Section 60 of the *Planning and Environment Act 1987* set out decision guidelines/matters which the responsible authority must consider when deciding any planning application.

- *The decision guidelines of Clause 65 of the Knox Planning Scheme and Section 60 of the Planning and Environment Act (1987) have been appropriately considered.*

5. CONCLUSION

Clause 10.04 of the Knox Planning Scheme requires Council to balance relative policy objectives when making decisions to ensure resulting development is sustainable and achieves a net community gain. In this context, the development is appropriate given the following:

6.2 45 Barmah Drive East, Wantirna (cont'd)

- *The proposal is considered to be consistent with Council's Development in Residential Areas and Neighbourhood Character Policy. While it is acknowledged development to the rear of the site is two storey in form, this is considered reasonable as these dwellings abut other two storey built form on adjoining land.*
- *Subject to modifications, the design of the new dwellings are generally consistent with Council's Development in Residential Areas and Neighbourhood Character Policy (Clause 22.07 of Knox Planning Scheme) in that the dwelling heights reflect those found in the area, will be setback a reasonable distance from side boundaries, and the open space areas will allow for landscaping opportunities. In addition to this, all dwellings are provided with usable areas of private open space and appropriate internal amenity.*
- *The development is consistent with State and Local Planning Policy Framework (including the Municipal Strategic Statement) and Clause 22.10 (Housing) of the Knox Planning Scheme.*
- *The development is generally compliant with ResCode and Clause 52.06 (Car Parking) subject to changes that could be conditioned on any permit issued. The proposal is consistent with the purpose of the General Residential Zone – Schedule 2.*
- *Subject to conditions the development can provide an appropriate balance between the need for additional housing within an established residential area while ensuring the amenity of occupants and adjoining residents is not compromised.*

6. CONFIDENTIALITY

There are no confidentiality issues associated with this report.

6.2 45 Barmah Drive East, Wantirna (cont'd)**RECOMMENDATION**

That Council issue a Notice of Decision to Grant a Planning Permit for The construction of seven (7) double storey dwellings at 45 Barmah Drive East, Wantirna subject to the following conditions:

Amended Plans

- 1. Prior to the commencement of any buildings or works, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with the plans submitted with application but modified to show:**
 - 1.1 All dwellings with upper storey setbacks of less than 1 metre from ground floor level, to have a minimum upper storey setback of 1 metre.**
 - 1.2 The English Oak located within private open space of Dwelling 7 to be shown to be retained. Natural ground level is to be retained around this tree, encompassing the Tree's Tree Protection Zone area.**
 - 1.3 Front fencing detail to be nominated on site plans, including areas to be unfenced.**
 - 1.4 The existing 1.8m high front fence adjacent to Dwelling 7 to be reduced in length to abut only the 'secluded' private open space associated with this dwelling.**
 - 1.5 The pathway leading from the porch of Dwellings 1, 5 and 7 through the front setbacks to the road to be deleted and replaced with paths to the adjacent driveways.**
 - 1.6 Windows shown to be screened to a height of 1.7m above finished floor level to include a note 'adhesive film must not be used'.**
 - 1.7 Shared accessways to be located at least 1.5 metres from the windows of habitable rooms. This setback may be reduced to 1 metre where window sills are at least 1.4 metres above the accessway in accordance with Clause 55.03-10 (Parking Location).**
 - 1.8 Elevations to be labelled according to orientation.**

6.2 45 Barmah Drive East, Wantirna (cont'd)**Recommendation (cont'd)**

- 1.9 All elevations provided, including north and northwest with obscure glass to height of 1.7m above finished floor level to habitable room windows. Adhesive film must not be used.**
- 1.10 Development to comply with Clause 55.04-7 (Internal Views) of the Knox Planning Scheme.**
- 1.11 A transition section of at least 2m to be shown where the difference in grade between two sections of the driveway is greater than 1:8 (12.5%) for a summit grade change and 1:6.7 (15%) for a sag grade change in accordance with Clause 52.06 of the Knox Planning Scheme.**
- 1.12 Crossover to Dwelling 5 to be constructed to match the width of the internal driveway.**
- 1.13 Visitor car parking spaces to be easily identifiable through the provision of line marking and signs.**
- 1.14 Proposed crossing for Dwelling 1 to be constructed a minimum of 500mm from boundary and match width of internal driveway.**
- 1.15 Proposed crossing to Dwelling 7 to be constructed a minimum 500mm from boundary and match width of internal driveway.**
- 1.16 Details of the slope of the land and any proposed cut and fill, including the height and location of any retaining walls.**
- 1.17 Letterboxes and all other structures (including meter boxes) shall be constructed to a maximum height of 900mm or relocated clear of a splayed area (2m x 2.5m) in accordance with AS2890.1, Clause 3.2.4 to ensure safe sight distances. Letterboxes shall face towards the street frontage.**
- 1.18 Location and details of letterboxes and metre boxes.**
- 1.19 Tree Protection Fencing for all trees to be retained in accordance with Conditions 12 - 18.**
- 1.20 Drainage plans in accordance with Condition 2 of this Permit and any necessary modifications.**

6.2 45 Barmah Drive East, Wantirna (cont'd)**Recommendation (cont'd)**

- 1.21 Landscape plans in accordance with Condition 3 of this Permit and any necessary modifications.**

To the satisfaction of the Responsible Authority.

Drainage

- 2. Prior to commencement of any buildings or works, three copies of drainage plans and computations must be submitted to and approved by the Responsible Authority. Construction of the drainage is to be in accordance with these plans. The plans must show the following:**

- 2.1 All stormwater drainage discharge from the site connected to a legal point of discharge.**
- 2.2 The internal drains of the dwellings to be independent of each other.**
- 2.3 An on-site detention system designed by a suitably qualified Civil Engineering Consultant to ensure no net increase in stormwater discharge from the proposed development.**
- 2.4 The on-site detention system to be installed in a suitable location for easy access and maintenance.**
- 2.5 A suitable overland flow path for the entire site to the satisfaction of the Responsible Authority. Details of the overland flow path are to be included on the plans.**
- 2.6 All levels to be to AHD (Australian Height Datum).**

To the satisfaction of the Responsible Authority.

Landscaping

- 3. Prior to the commencement of any buildings or works, a landscape plan to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plan will be endorsed and will then form part of the permit. The plan must show:**

6.2 45 Barmah Drive East, Wantirna (cont'd)**Recommendation (cont'd)**

- 3.1 A survey (including botanical names, height and width) of all existing vegetation to be retained and / or removed.**
- 3.2 The identification and removal of all vegetation identified as an environmental weed in Knox (as outlined in Appendix 2 of Council's Landscape Guidelines for Planning Permits).**
- 3.3 Buildings and trees (including botanical names, height and width) on neighbouring properties within three metres of the boundary.**
- 3.4 Details of the surface finishes of pathways and driveways.**
- 3.5 Details and location of all existing and proposed services including above and below ground lines, cables and pipes.**
- 3.6 A planting schedule of all proposed trees, shrubs and ground covers, including botanical names, common names, pot sizes, sizes at maturity, and quantities of each plant.**
- 3.7 Landscaping and planting within all open areas of the site (including additional planting within open space areas of the existing dwelling/s).**
- 3.8 All vegetation to be removed.**
- 3.9 The provision of at least 23 additional indigenous or native canopy trees, 2 additional large feature shrubs with a mature height of 4-5 metres and at least 15 additional medium-large shrubs chosen from Appendix 4 or 5 of Council's Landscape Guidelines for Planning Permits. These canopy trees must be a minimum 1.5metres tall when planted and are to be in the following areas:**

Eastern boundary of Site in the direction of South to North:

- 1 large canopy tree, 1 medium canopy tree and 1 small canopy tree in the front setback of TH 1 to Barmah Dr East.**

6.2 45 Barmah Drive East, Wantirna (cont'd)**Recommendation (cont'd)**

- 1 large canopy tree, 1 medium canopy tree and 1 large feature shrub with a mature height of 4-5 metres in the front setback of TH 5 to Barmah Dr East.
- 1 large canopy tree in the garden bed adjacent to the entry driveway fronting Barmah Dr East
- 1 medium canopy tree and 2 small canopy trees in the front setback to Barmah Dr East, on the northern side of driveway to TH 5.
- 1 large canopy tree, 1 medium canopy tree and 1 small canopy tree in the P.O.S of TH 7
- 1 large canopy tree and 1 small canopy tree in the front setback of TH 7

Remaining Private Open Spaces:

- 2 small canopy trees and 1 large feature shrub with a mature height of 4-5 metres in the P.O.S of TH 5
- 2 small canopy trees in the P.O.S of TH 6
- 1 medium canopy tree and 1 small canopy tree in the P.O.S of TH 4
- 1 small canopy tree in the P.O.S of TH 3
- 1 small canopy tree in the P.O.S of TH 2
- 1 medium canopy tree in the P.O.S of TH 1

To the satisfaction of the Responsible Authority.

4. Before the occupation of the development, the landscaping works shown on the endorsed plans must be carried out and completed to the satisfaction of the responsible authority.
5. The landscaping shown on the endorsed plans must be maintained to the satisfaction of the responsible authority. Any dead, diseased or damaged plants are to be replaced.

General

6. All development must be in accordance with the endorsed plans.
7. The development as shown on the endorsed plans must not be altered without the written consent of the Responsible Authority.

6.2 45 Barmah Drive East, Wantirna (cont'd)**Recommendation (cont'd)**

- 8. Once the development has started it must be continued and completed to the satisfaction of the Responsible Authority.**
- 9. Prior to the occupation of the dwellings the development is to be completed in accordance with the endorsed plan/s to the satisfaction of the Responsible Authority.**
- 10. All walls on the boundaries of adjoining properties must be cleaned and finished to the satisfaction of the Responsible Authority.**

Sustainable Design Assessment

- 11. Prior to the occupation of the development, the development must be constructed in accordance with the Sustainable Design Assessment.**

Tree Protection

- 12. All works, including excavation, within the critical root zone areas of the tree/s to be retained and other critical root zones on the land must be undertaken under the supervision of a qualified Arborist to ensure that there is no unreasonable damage to the root system of trees to be retained and/or protected, to the satisfaction of the Responsible Authority.**
- 13. Before the development starts, the owner must submit to the Responsible Authority details of the name of the Arborist who will supervise the works and the tasks to be undertaken by the Arborist, to the satisfaction of the Responsible Authority.**
- 14. Prior to any works commencing on the site, all trees and vegetation to be retained including other critical root zones must be fenced off to create a protection zone. The protection zone must extend around the trees canopy drip-line unless an alternative tree protection zone has been approved by the responsible authority.**
- 15. The fence is to be chain link or wire mesh, comprise either wooden or steel posts set into the ground or on concrete pads, and be a minimum height of 1.4 metres. Signage is to be affixed to the fence advising that the area is a tree protection zone and a no-go development area.**

6.2 45 Barmah Drive East, Wantirna (cont'd)**Recommendation (cont'd)**

16. The fence and signage is to be maintained throughout the construction period and the signage removed at the completion of all works.
17. No temporary removal of the fence, or encroachment into the protection zone is permitted without the written consent of the responsible authority.
18. The following activities are prohibited from the tree protection area, without the written consent of the responsible authority:
 - 18.1 Construction activities.
 - 18.2 Dumping and/or storage of materials, goods and/or soil.
 - 18.3 Trenching or excavation.
 - 18.4 Lopping branches, nailing or affixing signs, service lines, lights etc to the trees.
19. Prior to any works commencing on site, the Responsible Authority must be contacted to inspect the Tree Protection fencing.

Car Parking & Accessways

20. Before the dwellings are occupied, driveways and car parking areas must be:
 - 20.1 Fully constructed to the minimum standard of 100mm reinforced concrete and available for use in accordance with the plans submitted to and approved by the Responsible Authority; and
 - 20.2 Formed to such levels and drained so that they can be used in accordance with the approved plan; and
 - 20.3 Treated with an all-weather seal or some other durable surface; and
 - 20.4 Line-marked or provided with some other adequate means of showing the car parking spaces.

To the satisfaction of the Responsible Authority.

6.2 45 Barmah Drive East, Wantirna (cont'd)**Recommendation (cont'd)**

- 21. Parking areas and driveways must be kept available and maintained for these purposes at all times to the satisfaction of the Responsible Authority.**
- 22. Visitor spaces are to be accessible to visitors at all times and are to be linemarked/paved and signed.**

Fencing

- 23. All costs associated with the provision of the fencing are to be borne by the owner/developer under this permit.**
- 24. Prior to the occupancy of the development all fencing shall be in a good condition to the satisfaction of the Responsible Authority.**

Amenity During Construction

- 25. Upon commencement and until conclusion of the development, the developer shall ensure that the development does not adversely affect the amenity of the area in any way, including:**

- 25.1 The appearance of building, works or materials on the land**
- 25.2 Parking of motor vehicles**
- 25.3 Transporting of materials or goods to or from the site**
- 25.4 Hours of operation**
- 25.5 Stockpiling of top soil or fill materials**
- 25.6 Air borne dust emanating from the site**
- 25.7 Noise**
- 25.8 Rubbish and litter**
- 25.9 Sediment runoff**
- 25.10 Vibration**

Should the development cause undue detriment to the amenity of the area then immediate remedial measures must be undertaken to address the issue as directed by, and to the satisfaction of, the Responsible Authority.

6.2 45 Barmah Drive East, Wantirna (cont'd)**Recommendation (cont'd)****Stormwater**

- 26. Stormwater runoff from all buildings and hard standing surfaces shall be properly collected and discharged in a complete and effective system of drains within the property and shall not cause or create a nuisance to abutting properties.**

Permit Expiry

- 27. This permit will expire if one of the following circumstances applies:**

27.1 The development is not started within two years of the date of this permit.

27.2 The development is not completed within four years of the date of this permit.

Pursuant to Section 69 of the Planning & Environment Act 1987, the Responsible Authority may extend:

- The commencement date referred to if a request is made in writing before the permit expires or within six (6) months afterwards.**
- The completion date referred to if a request is made in writing within 12 months after the permit expires and the development started lawfully before the permit expired.**

NOTES

Drainage Notes (to be read in conjunction with the above drainage conditions):

- Applicant shall engage a certified Engineering Consultant to analyse the site's existing drainage to determine type and size of the Onsite Detention (OSD) system. This shall be designed in accordance with the Knox City Council (Responsible Authority) Stormwater Drainage Guidelines, (copy available on request), and approved drainage design methods specified in the current edition of Australian Rainfall and Runoff. It should be located preferably in a common area to the dwellings, and be easily accessible for maintenance.**

6.2 45 Barmah Drive East, Wantirna (cont'd)**Recommendation (cont'd)**

- **Applicant is to direct all stormwater discharge from property is to be directed to the Council Stormwater pit near the eastern corner of the property as this represents the Legal Point of Discharge (LPD) for the property. Applicant is to verify this on site. Connect all stormwater discharge from the site to the LPD via an Onsite Detention (OSD) system. The internal drains for the dwellings are to be independent of each other.**
- **The total Permissible Site Discharge for the property including all dwellings is 15.5 L/s to the existing Council drainage system for a 5 year ARI event.**
- **The Applicant is required to use Australian Height Datum (AHD) to present levels in all future plans. Applicant must ensure that levels on the plan are accurate.**
- **Drainage works in the Road reserve or in the Council easement will require a road opening permit.**
- **Drainage system designed so as to avoid impact on any vegetation shown on the endorsed plans as being retained.**
- **Water Sensitive Urban Design (WSUD) should be addressed as part of this development, e.g. water storage tanks, swale drains, etc.**

Other Notes:

- **Road Opening Permit shall be required for any works within or affecting the road reserve.**
- **Council encourages the consideration of water storage tanks for all existing and proposed residential developments.**
- **A building permit must be obtained before development is commenced.**
- **Buildings are not allowed to be built over Council easements.**
- **The dwelling/s must achieve a minimum 6-Star Energy Rating.**
- **In accordance with Council policy, an 8.5% public open space contribution may apply in the event of the subdivision of the land.**

6.2 45 Barmah Drive East, Wantirna (cont'd)**Recommendation (cont'd)**

- Dwelling numbers as shown on the endorsed plans do not necessarily indicate any future street numbers. Property (street) numbering shall be in accordance with Council's Property (Street) Numbering Policy. Information regarding this can be obtained from Council's Property and Revenue Services Department on 9298 8215.
- All letterboxes shall face towards the street frontage and if located adjacent to the driveway the letterboxes and any associated structures shall not be greater than 900mm in height.
- Internal public lighting shall be provided to the satisfaction of the relevant authority and in accordance with AS1158. This would generally be low height or bollard type lighting to avoid spill-over into adjacent properties. It may be sensor activated, to avoid all night running costs.
- Raised concrete slabs on the existing footpath fronting the site should be grounded.
- All litter and rubbish associated with the construction must be contained on site at all times.

Report Prepared By: *Principal Planner
(Michelle Willis)*

Report Authorised By: *Director – City Development
(Angelo Kourambas)*



Knox City Council
REPORT APPENDIX A

Location
Melway 63 F8

Property Address
45 Barmah Drive East,
WANTIRNA

Application Number
P/2016/6035

Description
The construction of
seven (7) double storey
dwellings

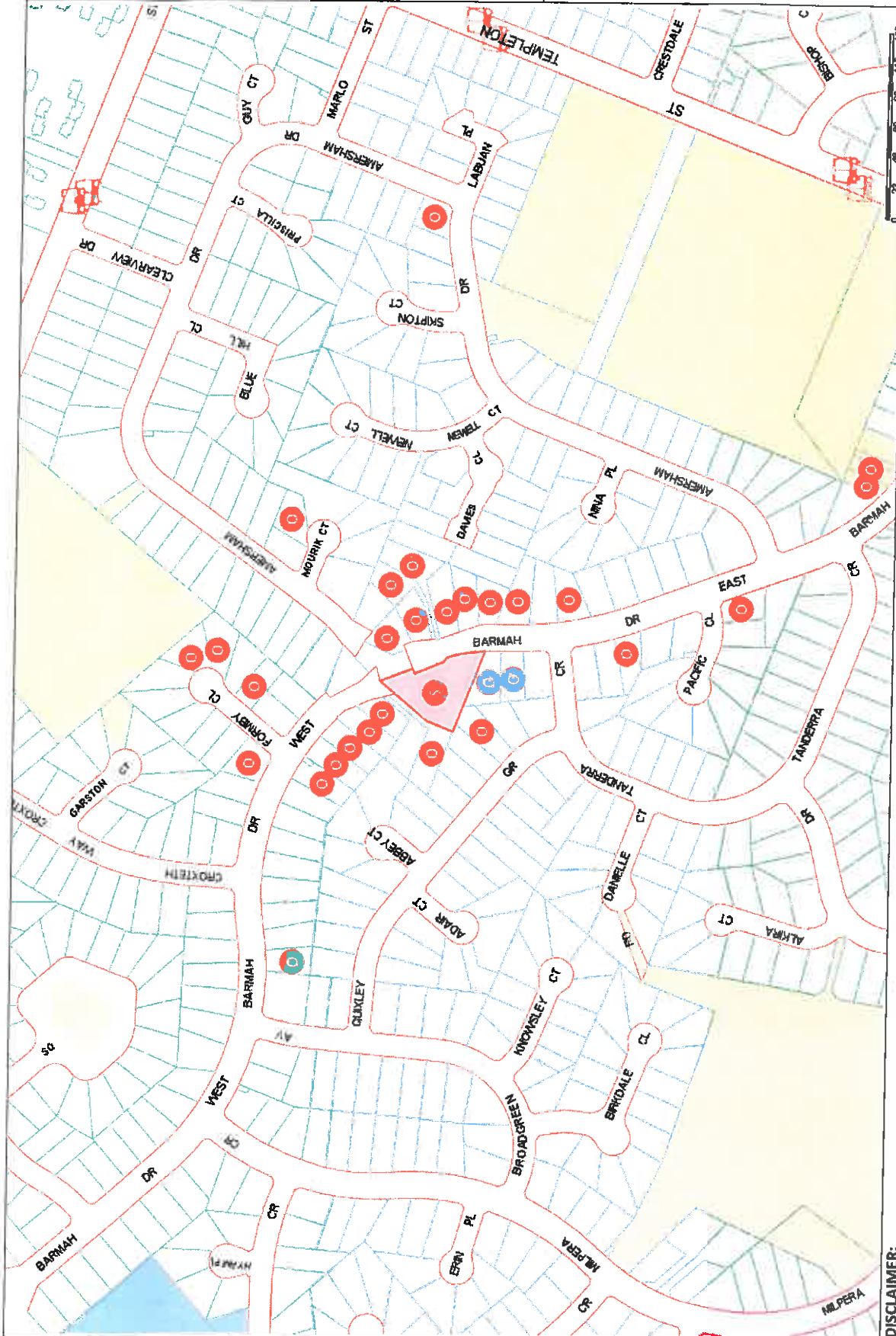
Wardname
Collier

LEGEND:

- Title Boundary
- Road Boundary
- City Boundary
- Blue Roads
- Reserves
- Commercial Areas
- Tertiary Schools
- Primary Schools
- Secondary Schools
- P-12 School
- Bus Stop
- Object
- Unit Development
- Subject Property
- Position



Scale: 1:3000



DISCLAIMER:

Roads and Title Boundaries - State of Victoria, Knox City Council
Planning Scheme Information - DPCD, Knox City Council
Aerial Photography - AAM (Flown January 2013 - unless otherwise stated)
Melbourne Water Drainage Information - Melbourne Water

1. Whilst every endeavor has been made to ensure that the mapping information is current and accurate, no responsibility or liability is taken by Knox City Council or any of the above organizations in respect to inaccuracy, errors, omissions or for actions based on this information.
2. Planning information should be used only as a means of preliminary investigation. For accurate overlay information please obtain a Planning Certificate from the Department of Infrastructure, State of Victoria shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information.
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4. Drainage and flood extent information has been provided to Council on a yearly basis by Melbourne Water for indicative purposes only. Where the latest Melbourne Water drainage and flood extent mapping is critical, please contact Melbourne Water.



Location
Melway 63 F8

Property Address
45 Barmah Drive East,
WANTIRNA

Application Number
P/2016/6035

Description
The construction of seven (7) double storey dwellings

Wardname
Collier

LEGEND:

- Title Boundary
- Road Boundary
- City Boundary
- Bus Route
- Railway
- Commercial Area
- Tertiary Subject
- Primary School
- Secondary Subject
- F-12 School
- Bus Stop
- Object
- Unit Development
- Subject Property
- Position

Scale: 1:3000

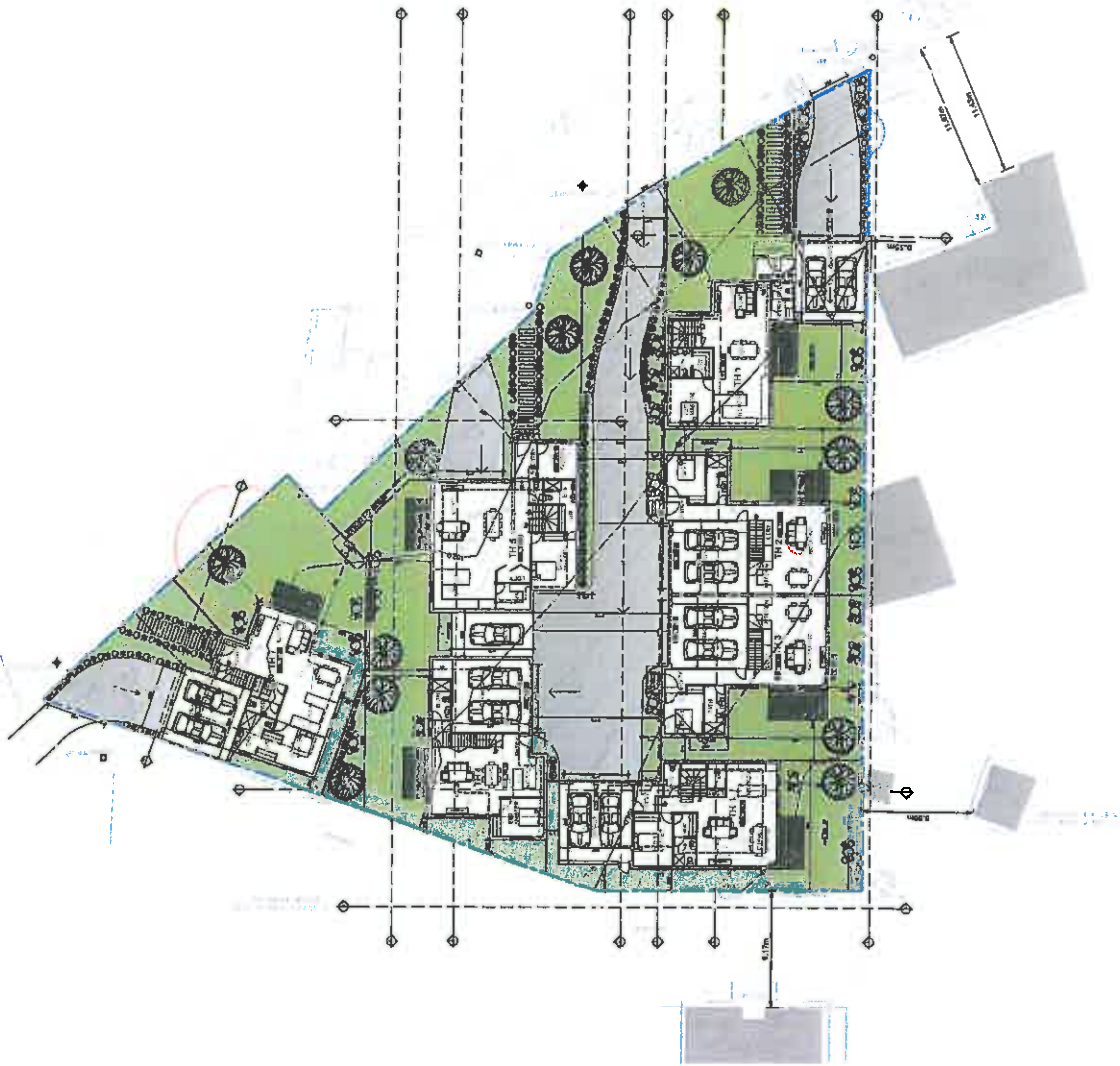


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45 BARMAH DRIVE EAST WANTIRNA APPENDIX B



SITE LAYOUT PLAN
SCALE 1:200 @ A1

Development Summary	
Total Site Area	528,477
Final Site Coverage	113,207 (21.4%)
Permeability	113,207 (21.4%)

Development 1	
Site Area	282,174
No. of Beds	4
No. of Car Spaces	2
Area of Car Spaces	113,207
Final Floor Area	71,404
Final Floor Area	21,827
Final Floor Area	49,577
TOTAL FPA	113,207

Development 2	
Site Area	246,303
No. of Beds	4
No. of Car Spaces	2
Area of Car Spaces	113,207
Final Floor Area	71,404
Final Floor Area	21,827
Final Floor Area	49,577
TOTAL FPA	113,207

Development 3	
Site Area	246,303
No. of Beds	4
No. of Car Spaces	2
Area of Car Spaces	113,207
Final Floor Area	71,404
Final Floor Area	21,827
Final Floor Area	49,577
TOTAL FPA	113,207

Development 4	
Site Area	246,303
No. of Beds	4
No. of Car Spaces	2
Area of Car Spaces	113,207
Final Floor Area	71,404
Final Floor Area	21,827
Final Floor Area	49,577
TOTAL FPA	113,207

Development 5	
Site Area	246,303
No. of Beds	4
No. of Car Spaces	2
Area of Car Spaces	113,207
Final Floor Area	71,404
Final Floor Area	21,827
Final Floor Area	49,577
TOTAL FPA	113,207

Development 6	
Site Area	246,303
No. of Beds	4
No. of Car Spaces	2
Area of Car Spaces	113,207
Final Floor Area	71,404
Final Floor Area	21,827
Final Floor Area	49,577
TOTAL FPA	113,207

Development 7	
Site Area	246,303
No. of Beds	4
No. of Car Spaces	2
Area of Car Spaces	113,207
Final Floor Area	71,404
Final Floor Area	21,827
Final Floor Area	49,577
TOTAL FPA	113,207

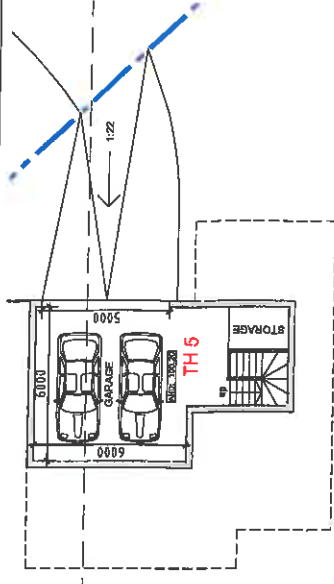
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Email: info@jessantarchitects.com.au; www.jessantarchitects.com.au
ABN: 97 704 554 379

Project: 45 WARMAH DRIVE EAST, WANTIRNA 3152
Drawing: SITE LAYOUT PLAN

Project Number: 15023
Date: 14-04-2016
Scale: SI
Checked: AL/JW
Drawing Number: TP06
Amendment: 1200

Notes:
APP 5409 - DISTANCE/CLERK OVERLOOK IN THE DRAWINGS, UPDATES ON ARCHITECT FOR WARMAH DRIVE EAST, WANTIRNA, VIC 3152.
DO NOT FUSE PFC 4 DRAWINGS
THIS DRAWING IS TO BE READ IN CONJUNCTION WITH ARCHITECTURAL, MECHANICAL, ELECTRICAL, PLUMBING AND CIVIL DRAWINGS.
LOCATIONS OF ALL AIRBORNE, SETBACKS AND FITTINGS TO BE COORDINATED WITH ARCHITECT PRIOR TO WORK COMMENCEMENT.

45 BARMAH DRIVE EAST WANTIRNA APPENDIX B



TOWNHOUSE 5 LOWER GROUND FLOOR PLAN
SCALE 1:100 @ A1



GROUND FLOOR PLAN (TOWNHOUSE 5-7)
SCALE 1:100 @ A1

Notes
 1. ALL WORK SHALL BE IN ACCORDANCE WITH THE BUILDING REGULATIONS OF THE ACTING GOVERNMENT OF VICTORIA.
 2. THIS DRAWING IS THE PROPERTY OF JESSE ANT ARCHITECTS AND SHALL BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED.
 3. ANY REVISIONS TO THIS DRAWING SHALL BE MADE BY A REGISTERED ARCHITECT AND SHALL BE DATED AND INITIALED.
 4. THIS DRAWING IS THE PROPERTY OF JESSE ANT ARCHITECTS AND SHALL BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED.
 5. ANY REVISIONS TO THIS DRAWING SHALL BE MADE BY A REGISTERED ARCHITECT AND SHALL BE DATED AND INITIALED.



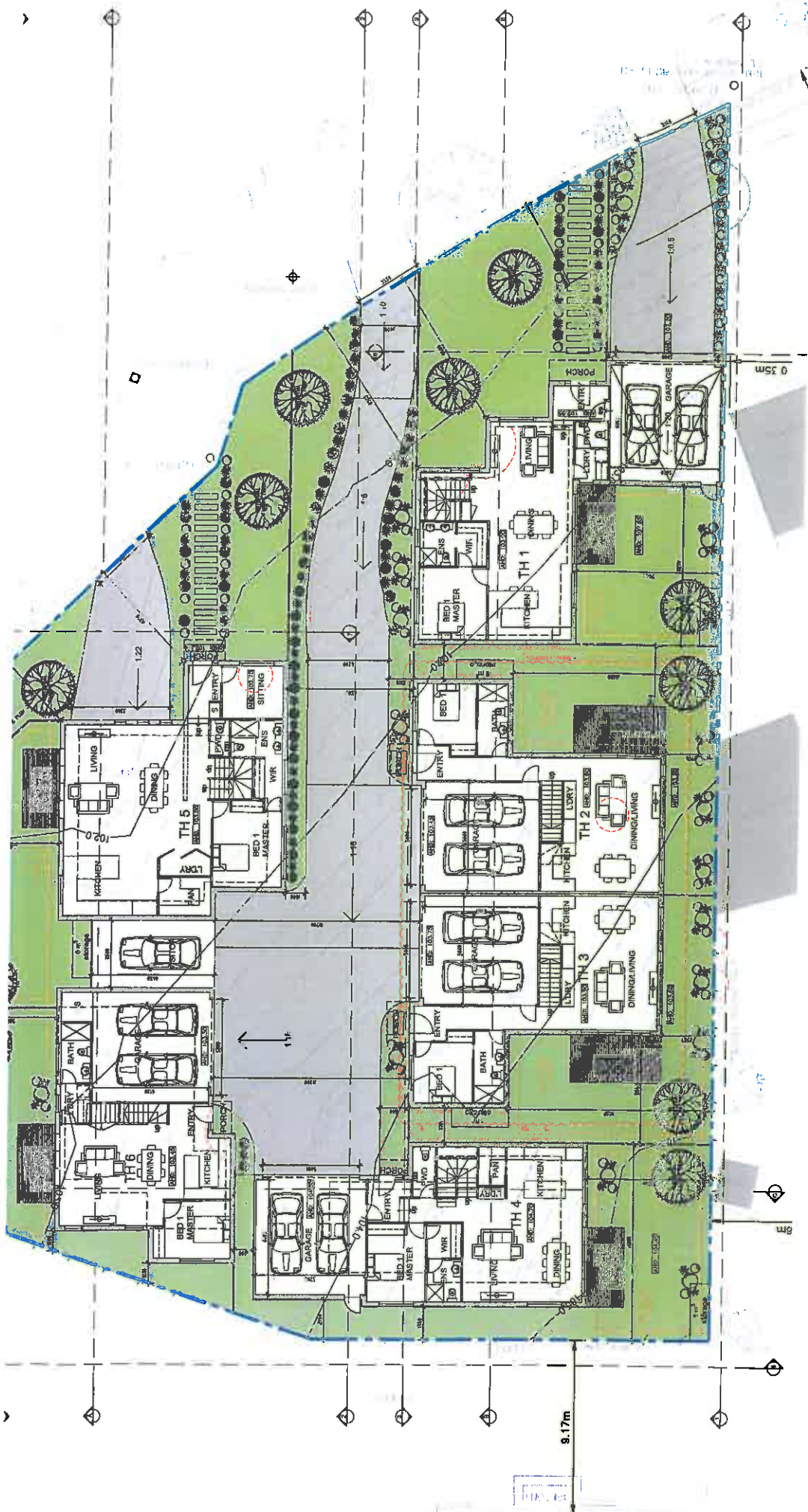
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 A/N: 97 704 554 375

Project: 45 BARMAH DRIVE EAST, WANTIRNA 3152
 Drawing: GROUND FLOOR PLAN



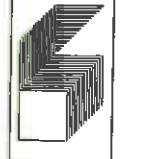
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Date	14-05-2018
Scale	1:100
Checked	SI
Drawn	AL/JW
Drawing Number	TP07
Amendment	

45 BARMAH DRIVE EAST WANTIRNA APPENDIX B



GROUND FLOOR PLAN (TOWNHOUSE 1-4)
SCALE 1:100 @ A1

NOTES
 1. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE SPECIFIED.
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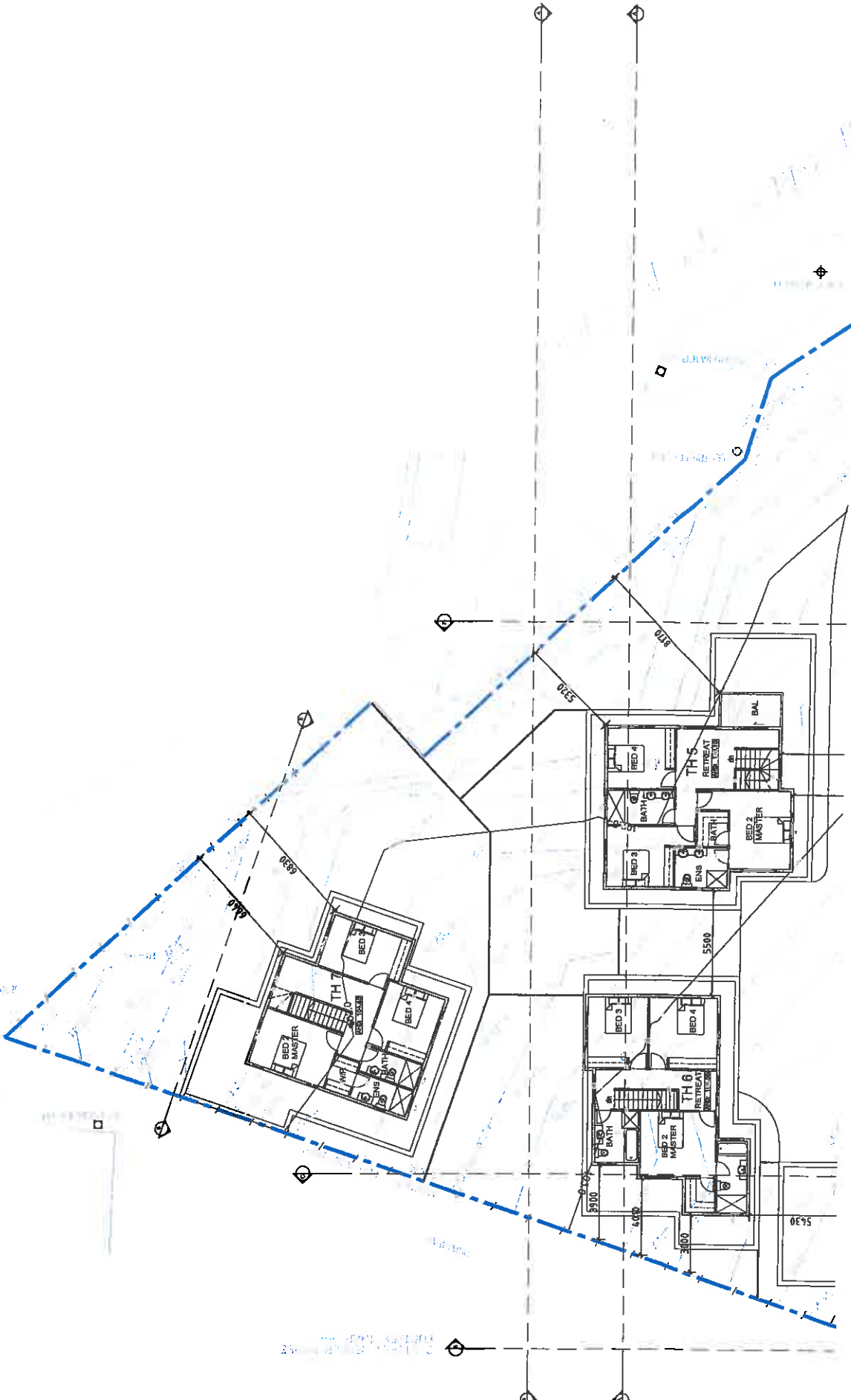
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Project
 45 BARMAH DRIVE EAST, WANTIRNA 3162
 Drawing
 GROUND FLOOR PLAN 2



Project Number	15023
Date	14-04-2016
Scale	SI
Checked	SI
Drawn	SI
Project Number	15023
Drawing Number	TP08
Amendment	11/00
AI / HW	AI / HW

45 BARMAN DRIVE EAST WANTIRNA APPENDIX B



FIRST FLOOR PLAN (TOWNHOUSE 5-7)
SCALE 1:100 @ A1

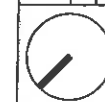
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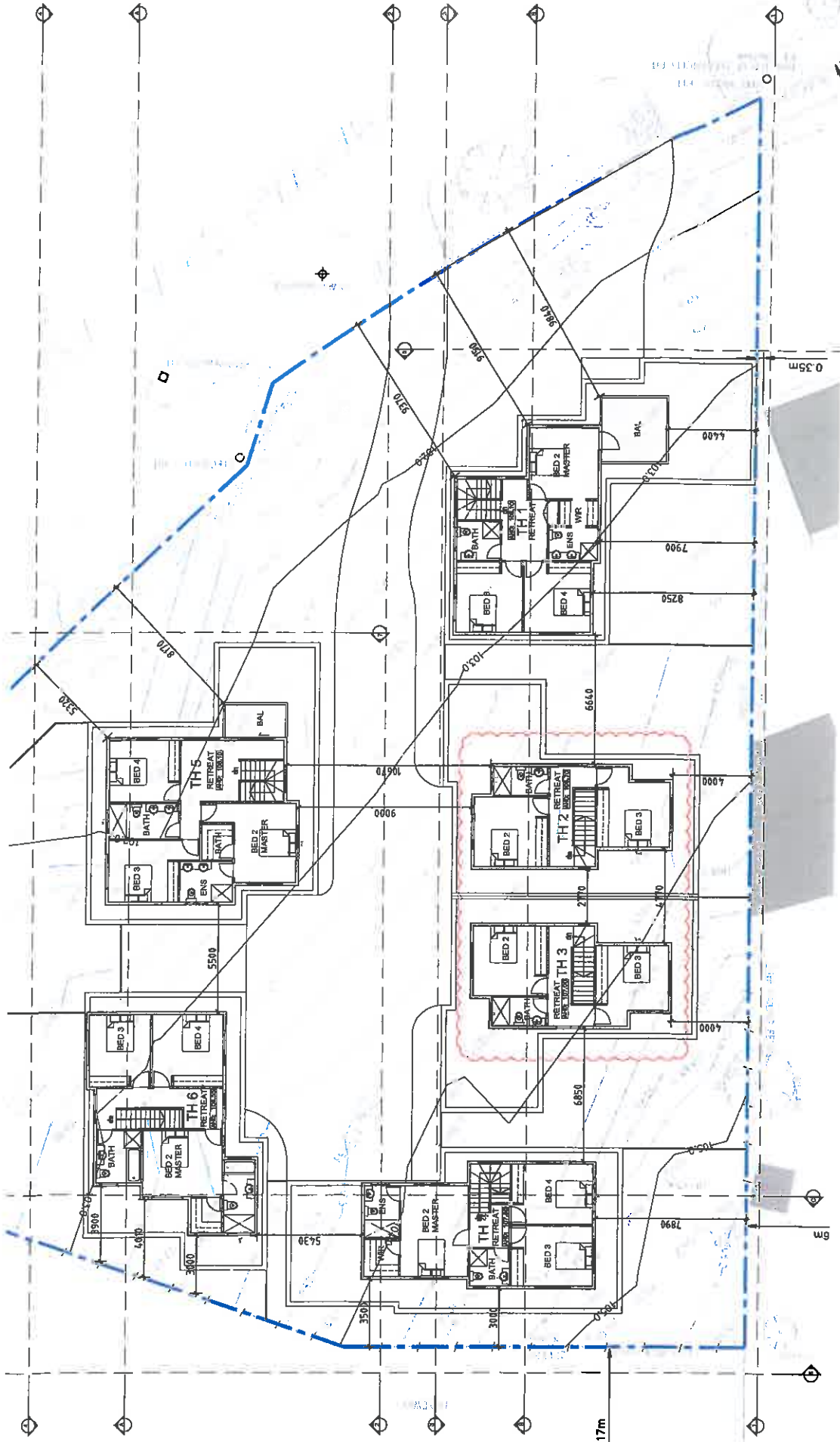
Project: 45 WARMAN DRIVE EAST, WANTIRNA 3152
 Drawing: FIRST FLOOR PLAN

Project Number: 15023
 Date: 14-04-2016
 Scale: 1:100
 Drawn: SI
 Checked: AL/JN



Drawing Number: TP09
 Amendment: Amendment

45 BARMAN DRIVE EAST WANTIRNA APPENDIX B



FIRST FLOOR PLAN (TOWNHOUSE 1-4)
SCALE 1:100 @ A1

NOTES
 1. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE SPECIFIED.
 2. ALL DIMENSIONS SHALL BE IN METERS UNLESS OTHERWISE SPECIFIED.
 3. ALL DIMENSIONS SHALL BE TO THE CENTERLINE OF THE
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Project: 45 WARMAH DRIVE EAST, WANTIRNA 3152
 Drawing: FIRST FLOOR PLAN 2

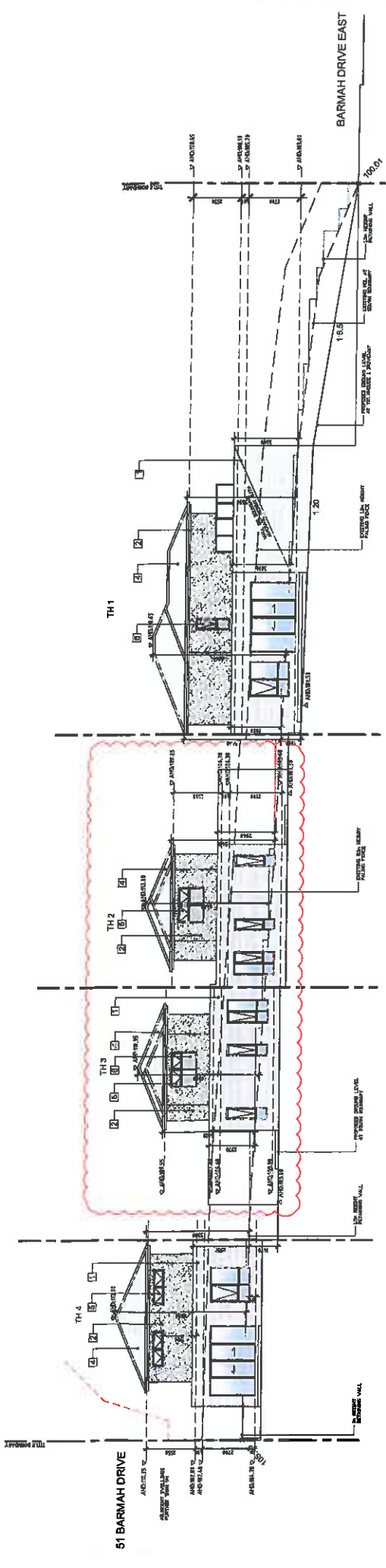


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Drawing Number	TP10	Drawn	SI	SI	SI	Checked	AL/NW
Amendment							

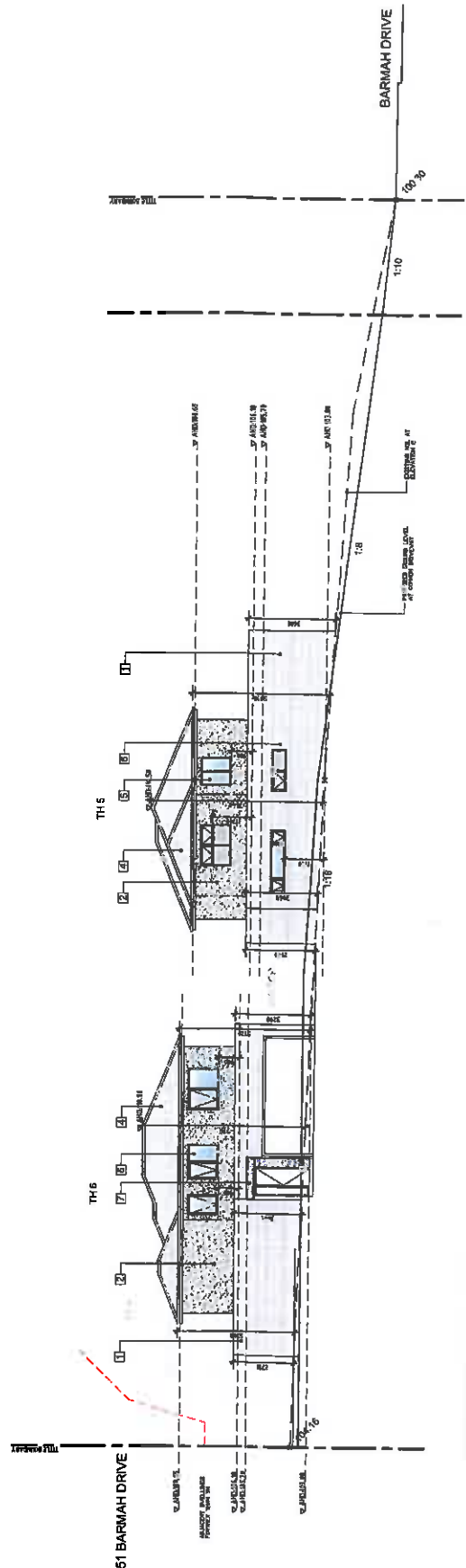
45 BARMAH DRIVE EAST WANTIRNA APPENDIX B

MATERIAL SCHEDULE:

1	SELECTED DARK GREY BRICK
2	SELECTED LIGHT COLOR RENDER
3	SELECTED DARK GREY RENDER
4	SELECTED ROOF TILE
5	CLEAR WINDOW GLAZING
6	OBSCURE GLAZING WITH NO MORE THAN 25% TRANSPARENT
7	SELECTED FEATURE STONE



PROPOSED ELEVATION 1
SCALE 1:100 @ A1



PROPOSED ELEVATION 2
SCALE 1:100 @ A1

NOTE:
 ALL FINISHES, COLOURS AND MATERIALS TO BE CONFIRMED BY THE CLIENT. THE ARCHITECT SHALL BE IMMEDIATELY ADVISED OF ANY CHANGES TO THE FINISHES, COLOURS AND MATERIALS TO BE USED IN CONSTRUCTION.
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Project
45 WARMAH DRIVE EAST, WANTIRNA 3152



Drawing
PROPOSED ELEVATIONS

Drawing Number
TP12
 Amendment

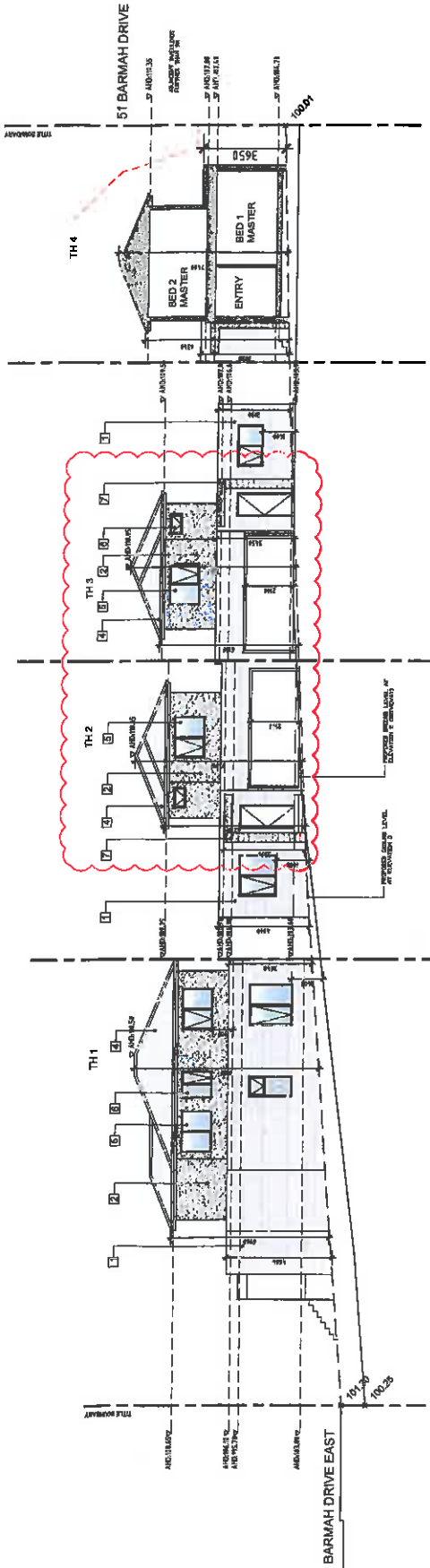
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Project Number
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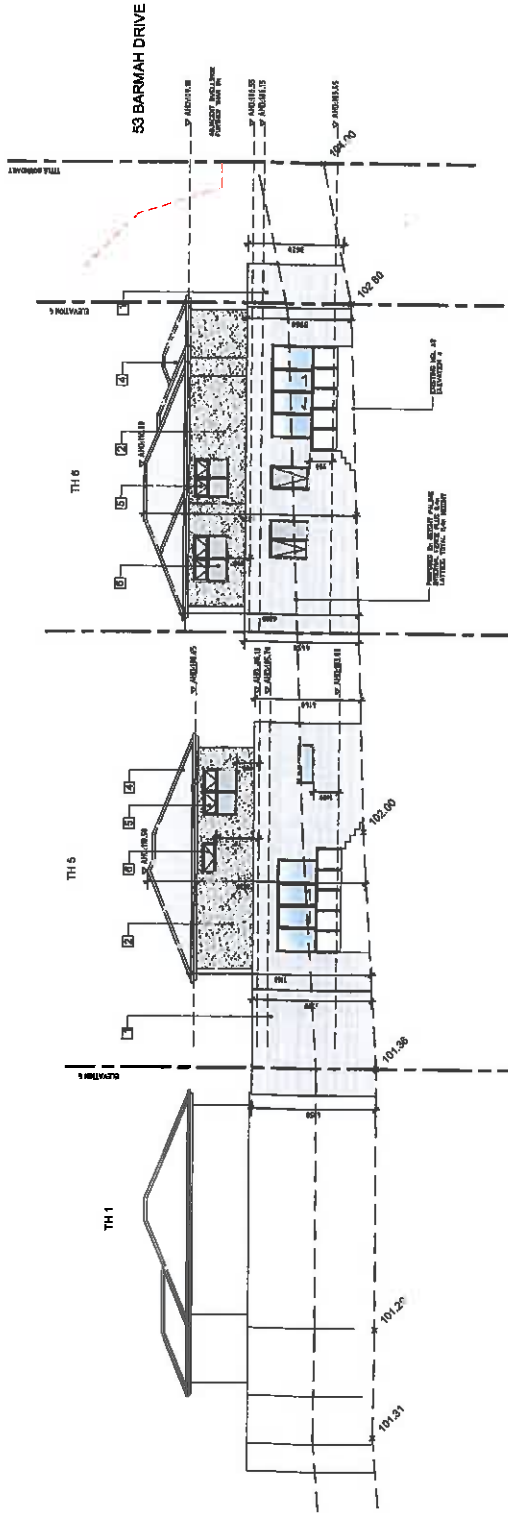
45 BARMAH DRIVE EAST WANTIRNA APPENDIX B

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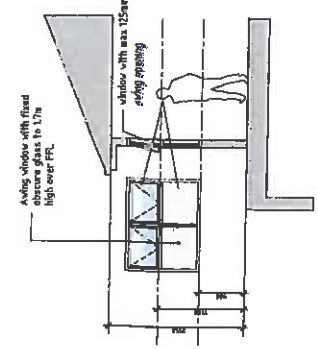
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- 2 SELECTED LIGHT COLOR RENDER
- 3 SELECTED DARK GREY RENDER
- 4 SELECTED ROOF TILE
- 5 CLEAR WINDOW GLAZING
- 6 OBSCURE GLAZING WITH NO MORE THAN 28% TRANSPARENT
- 7 SELECTED FEATURE STONE



PROPOSED ELEVATION 4
SCALE 1:100 @ A1



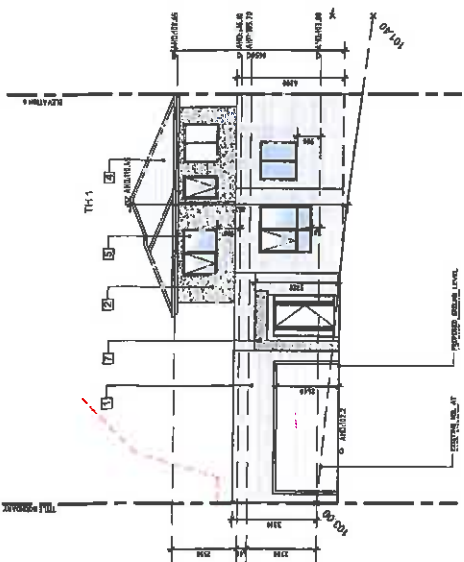
PROPOSED ELEVATION 5
SCALE 1:100 @ A1



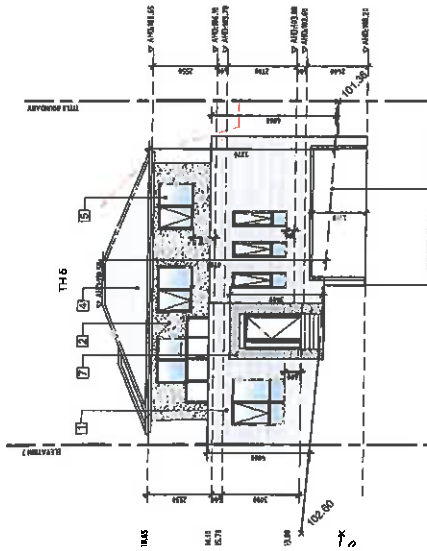
OVERLOOKING DIAGRAM
SCALE 1:50 @ A1

<p>NOTES</p> <p>ANY SPECIAL DISCREPANCIES OR OMISSIONS, EVEN THE BREVITY OF THE DRAWING, WILL BE THE RESPONSIBILITY OF THE ARCHITECT. THE ARCHITECT'S RESPONSIBILITY IS LIMITED TO THE ATTENTION OF THE CLIENT AND THE ARCHITECT'S PROFESSIONAL OBLIGATIONS. THE ARCHITECT IS NOT RESPONSIBLE FOR THE DESIGN OF ANY MECHANICAL, ELECTRICAL, PLUMBING, SANITARY, STRUCTURAL, OR OTHER SPECIALTY SYSTEMS OR EQUIPMENT. THE ARCHITECT IS NOT RESPONSIBLE FOR THE DESIGN OF ANY MECHANICAL, ELECTRICAL, PLUMBING, SANITARY, STRUCTURAL, OR OTHER SPECIALTY SYSTEMS OR EQUIPMENT. THE ARCHITECT IS NOT RESPONSIBLE FOR THE DESIGN OF ANY MECHANICAL, ELECTRICAL, PLUMBING, SANITARY, STRUCTURAL, OR OTHER SPECIALTY SYSTEMS OR EQUIPMENT.</p>	<p>Project</p> <p>45 WARMAH DRIVE EAST, WANTIRNA 3152</p>	<p>Drawing Number</p> <p>TP13</p>
	<p>Drawing</p> <p>PROPOSED ELEVATIONS</p>	<p>Project Number</p> <p>15023</p>
<p>Jesse Ant Architects</p> <p>Unit 6, 1151-1153 Burke Road, Kew 3101</p> <p>Ph: (03) 9817 6788 Mt: 0433 178 491</p> <p>Email: info@jessantarchitects.com.au; www.jessantarchitects.com.au</p> <p>ABN: 97 704 554 379</p>	<p>Date</p> <p>1-04-2016</p>	<p>Scale</p> <p>1:100</p>
	<p>Drawn</p> <p>SI</p>	<p>Checked</p> <p>AL/JW</p>

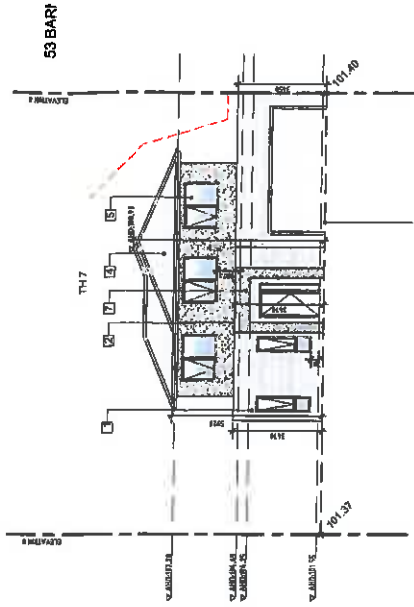
45 BARMAH DRIVE EAST WANTIRNA APPENDIX B



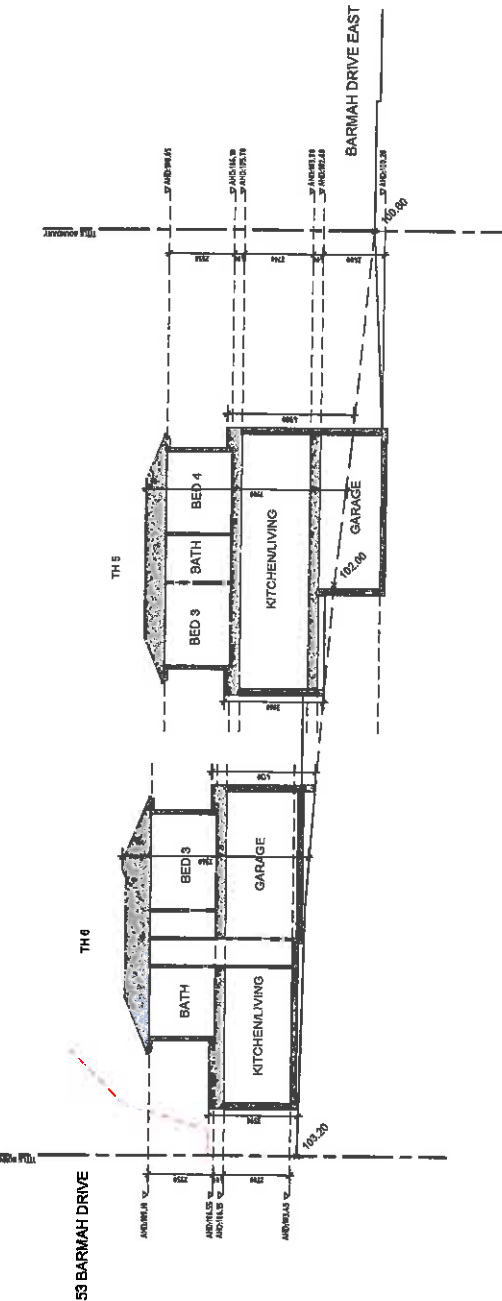
PROPOSED ELEVATION 6
SCALE 1:100 @ A1



PROPOSED ELEVATION 7
SCALE 1:100 @ A1



PROPOSED ELEVATION 8
SCALE 1:100 @ A1



SECTION AA
SCALE 1:100 @ A1

MATERIAL SCHEDULE:

1	SELECTED DARK GREY BRICK
2	SELECTED LIGHT COLOR RENDER
3	SELECTED DARK GREY RENDER
4	SELECTED ROOF TILE
5	CLEAR WINDOW GLAZING
6	OBSCURE GLAZING WITH NO MORE THAN 25% TRANSPARENT
7	SELECTED FEATURE STONE

NOTES
 ALL DIMENSIONS ARE UNLESS OTHERWISE SPECIFIED IN THIS PLAN. ALL DIMENSIONS ON ARCHITECTURAL DRAWINGS ARE TO FACE UNLESS OTHERWISE SPECIFIED. DIMENSIONS FROM FACE TO FACE ARE TO BE TAKEN FROM THE FACE OF THE MEMBER UNLESS OTHERWISE SPECIFIED. DIMENSIONS FROM FACE TO FACE ARE TO BE TAKEN FROM THE FACE OF THE MEMBER UNLESS OTHERWISE SPECIFIED. DIMENSIONS FROM FACE TO FACE ARE TO BE TAKEN FROM THE FACE OF THE MEMBER UNLESS OTHERWISE SPECIFIED.



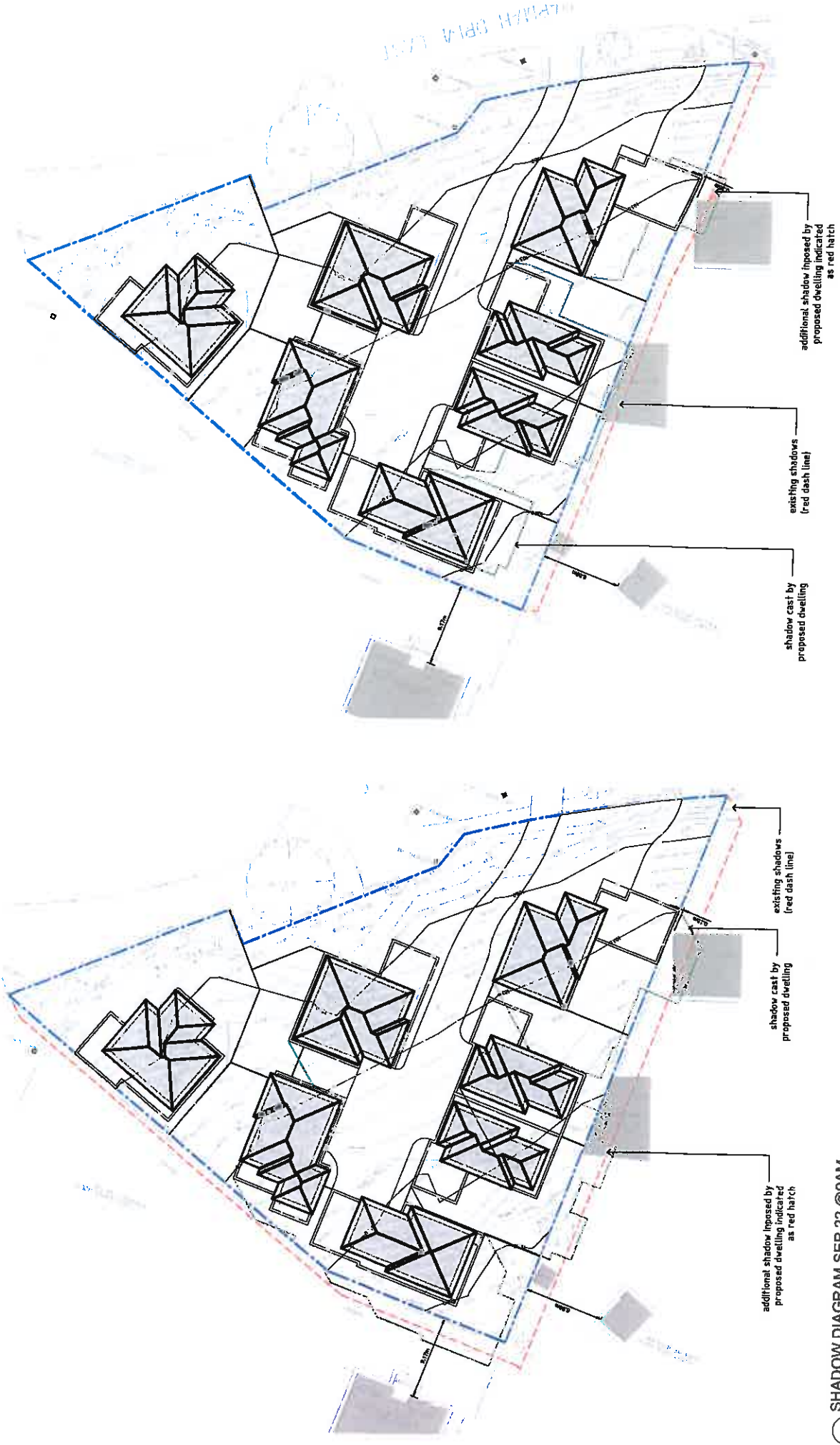
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Project
 45 BARMAH DRIVE EAST, WANTIRNA 3152
 Drawing
 PROPOSED ELEVATIONS & SECTIONS

Project Number
 15023
 Date
 14-04-2016
 Scale
 1:100
 Checked
 AL/PJK

Drawing Number
 TP14
 Amendment

45 BARMAH DRIVE EAST WANTIRNA APPENDIX B

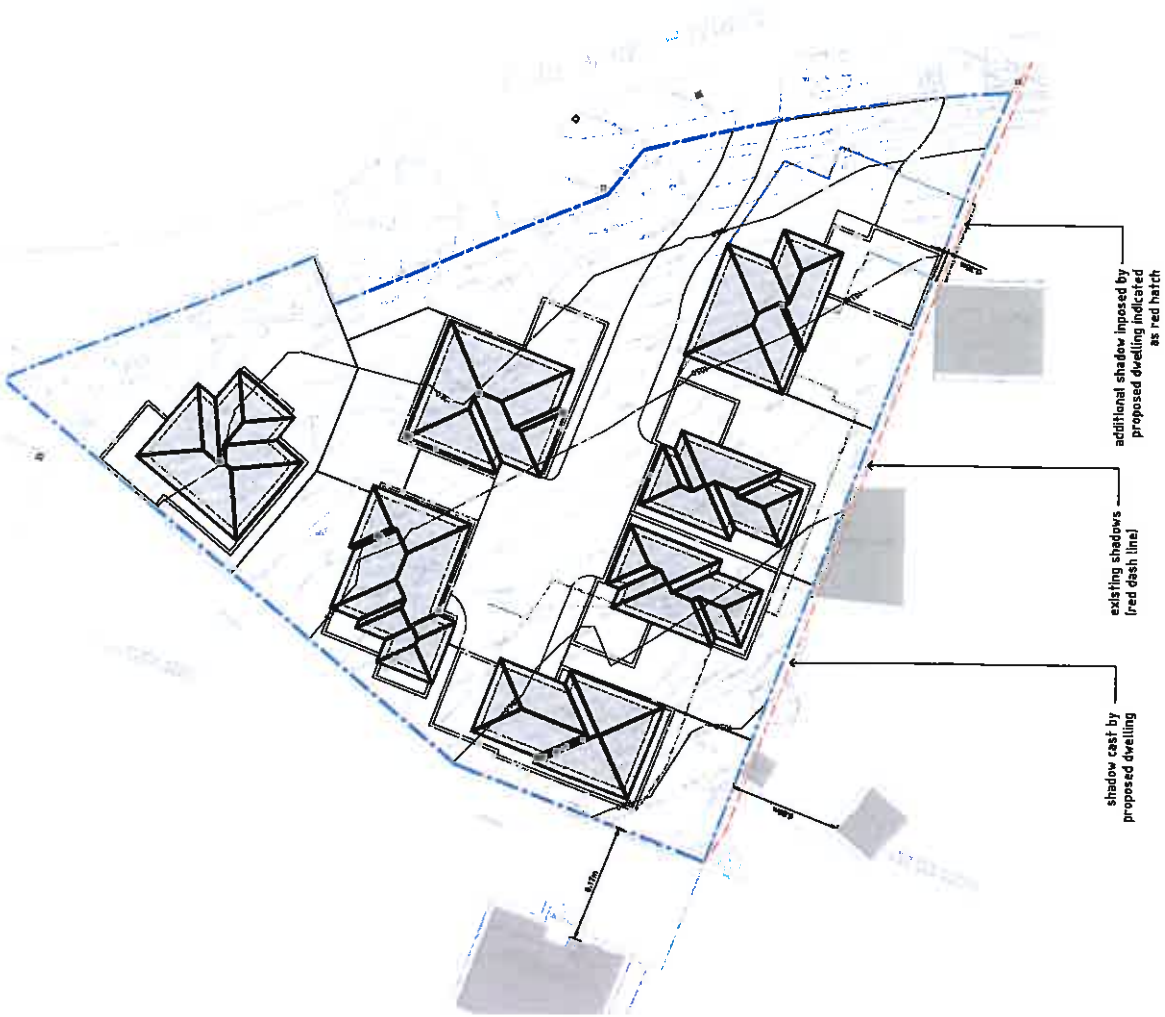


SHADOW DIAGRAM SEP 22 @ 12PM
SCALE 1:100 @ A1

SHADOW DIAGRAM SEP 22 @ 9AM
SCALE 1:100 @ A1

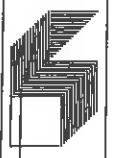
<p>Jesse Ant Architects Unit 6, 1151-1153 Burke Road, KEW 3101 Ph: (03) 9837 6788 M: 0433 176 491 Email: info@jessantarchitects.com.au ABN: 97 704 554 379</p>	<p>Project 45 WARMBAH DRIVE EAST, WANTIRNA 3152</p>	<p>Project Number 15023</p>	<p>Drawing Number TP16</p>
	<p>Drawing SHADOW DIAGRAM</p>	<p>Date 14-04-2016</p>	<p>Scale SI</p>
<p>NOTES ALL FEDERAL, STATE/TERRITORY AND LOCAL GOVERNMENT REQUIREMENTS OF REGULATIONS SHALL BE MAINTAINED THROUGHOUT THE LIFETIME OF THE DEVELOPMENT. THE ARCHITECT SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE RELEVANT AUTHORITIES. THE ARCHITECT SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY APPROVALS FROM THE RELEVANT AUTHORITIES. THE ARCHITECT SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY APPROVALS FROM THE RELEVANT AUTHORITIES.</p>			

45 BARMAH DRIVE EAST WANTIRNA APPENDIX B



SHADOW DIAGRAM SEP 22 @ 3PM
SCALE 1:100 @ A1

Notes
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Project
 45 BARMAH DRIVE EAST, WANTIRNA 3152
 Drawing
 SHADOW DIAGRAM

Project Number	15023	Scale	SI	Checked	AL/PH
Date	14-04-2016	Scale	SI	Checked	AL/PH
Drawn		Scale	SI	Checked	AL/PH
Drawing Number	TP17	Amendment			

DOBSON WARD**6.3 THE USE AND DEVELOPMENT OF ELEVEN (11) TWO STOREY DWELLINGS, VEGETATION REMOVAL AND ALTERATION OF ACCESS TO A ROAD ZONE CATEGORY 1 AT 1133-1135 BURWOOD HIGHWAY, FERNTREE GULLY (APPLICATION NO. P/2015/6976)****1. SUMMARY:**

Land:	1133 – 1135 Burwood Highway, Ferntree Gully
Applicant:	Map Architecture & Design
Proposed Development:	The use and development of eleven (11) two storey dwellings, vegetation removal and alteration of access to a Road Zone Category 1
Existing Land Use:	Single Dwelling
Area/Density:	3016sqm, 1:274sqm
Zoning:	Commercial 1 Zone
Overlays:	Vegetation Protection Overlay – Schedules and 3
Local Policy:	Municipal Strategic Statement (MSS) Dandenong Foothills Policy Residential Land Use and Development within the Commercial 1 Zone
Application Received:	27 July 2015
Number of Objections:	One (1)
PCC Meeting:	N/A

Assessment:

It is considered that the proposed use and development will provide an appropriate balance between the need for additional housing within an established urban area, the amenity of occupants and adjoining residents, and planting of new canopy vegetation.

The proposal complies with the purpose of the Commercial 1 Zone and Vegetation Protection Overlays, as well as Clause 21.07 (Economic Development), and Clause 22.12 (Residential Land Use and Development within the Commercial 1 Zone). It is also consistent with objectives and standards of ResCode.

On balance it is considered that the proposal responds reasonably to State (specifically Clause 15 Built Form and Heritage) and Local Planning Policies. It is recommended that a Notice of Decision to Grant a Planning Permit be issued.

6.3 1133 - 1135 Burwood Highway, Ferntree Gully (cont'd)

2. BACKGROUND

2.1 Subject Site and Surrounds

The location of the subject site is shown in Appendix A.

- The subject land is located on the north-east side of Burwood Highway, Ferntree Gully, approximately 180 metres south east of its intersection with Forest Road.
- The land comprises two allotments, combined to have a frontage of 30.48 metres, a depth of 108.72 metres and land area of 3,016 square metres. The land has a fall of 15.8 metres from the north east corner to the south west corner of the site. The site contains a single storey weatherboard dwelling with a large garden containing exotic and native vegetation. The dwelling and garden are displaying signs of long term neglect. As a legacy of the expansive gardens, there are a number of mature tree species including an Argyle Apple (*Eucalyptus cinerea*), Algerian Oak (*Quercus robur*) and Yellow Box (*Eucalyptus melliodora*).
- The abutting properties, which are likewise steeply sloping elongated lots, contain recently constructed two storey multi-dwelling developments in a tandem arrangement, accessed via a common driveway. More particularly, adjoining the north-western boundary of the site, five (5) dwellings in a tandem arrangement with a common driveway along its south-eastern boundary have been constructed. These dwellings are constructed with brick to ground floors and a cream weatherboard first floor. Adjoining the opposite boundary the land is developed with seven (7) dwellings with a common driveway through the centre of the site. Likewise these dwellings are constructed with brick and weatherboard to ground and first floor.
- The broader area is comprised of a mix of residential and commercial precincts. Abutting and nearby properties to the east and west comprise large allotments fronting Burwood Hwy. These lots are zoned Business 5 and form a small precinct isolated from the surrounding urban area. Opposite the land on Burwood Highway is the Ferntree Gully Hotel. To the rear of the land is the railway.
- There is a covenant registered on title, which relates to the excavation or removal of any earth, stones, gravel etc except for the purpose of the erection of any building. The proposal will not breach the covenant.

6.3 1133 - 1135 Burwood Highway, Ferntree Gully (cont'd)

2.2 The Proposal

(Refer to attached plans at Appendix B)

The application proposes to construct eleven (11) dwellings, alter access to a Road Zone Category 1, and remove vegetation. Details are as follows:

- A new crossover to Burwood Highway will be provided on the eastern side of the subject site.
- Two dwellings fronting Burwood Highway are to be setback a minimum 11.7 metres from Burwood Highway. They are two storey with a maximum height of 8.25 metres and will contain three bedrooms and a study. Private open space is in the form of a balcony and a service area at ground level.
- The rear nine (9) dwellings, tiered in groups of three, are also two storeys. The dwellings contain a mixture of two and three bedrooms. At their highest, the dwellings reach a maximum height of 8 metres. Each dwelling will provide for a single or double garage. There is some cut to accommodate the dwellings, with ground level private open space leading from the living areas and the first floor containing two or three bedrooms.
- The two front dwellings are to be constructed in face brickwork to the ground floor and weatherboard style cladding to the first floor. There are large windows and a pitch roof to the first floor, presenting a more traditional appearance to Burwood Highway. The rear dwellings will include cement rendered cladding to the first floor.
- The Algerian Oak (*Quercus*), *Eucalyptus camaldulensis* (River Reed) and a *Fraxinus excelsior* (Ash) have been identified to be retained.

2.3 Previous Application

Planning Application P/2010/6419 for the construction of fourteen (14) dwellings, alteration to access to a Road Zone, and the removal of vegetation was refused by a delegated officer of Council on 29 November 2010. The applicant appealed this decision to the Victorian Civil and Administrative Tribunal (VCAT).

6.3 1133 - 1135 Burwood Highway, Ferntree Gully (cont'd)

Amended plans showing the deletion of three dwellings were circulated prior to the VCAT Hearing and a permit was issued at the direction of VCAT based on these plans, for the use and development of eleven (11) two storey dwellings, vegetation removal and alteration of access to a Road Zone Category 1. This permit has since expired and the current planning application is for the same development.

3. CONSULTATION

3.1 Advertising

The application was advertised by way of mail notices to adjoining and nearby property owners and occupiers, and notices erected on the site. One (1) objection was received; this was from Vic Track as an adjoining land owner. They are not a referral authority and have requested a number of conditions be included on any permit issued and as such, this is considered to be an objection. Requested conditions generally relate to access to railway land, damage to railway assets, preparation of sun glare report (looking at materials of construction), excavation and filling and clearance from railway assets.

- *The majority of these matters can be addressed through relevant conditions of permit, should a permit be issued. However, Council will not be requesting the provision of a sun glare report this is considered excessive and a condition of any permit issued will require external materials to be non-reflective and finished in subdued tones and / or colours to blend with the landscape. It is considered that this condition should satisfy any concerns of sun glare from the development.*

3.2 Referrals

The application has been referred to Vic Roads and internal departments for comment. The following is a summary of relevant advice:

VicRoads

- *No objection subject to standard conditions of permit.*

Officer Comment: These conditions will be included in any permit issued.

6.3 1133 - 1135 Burwood Highway, Ferntree Gully (cont'd)Traffic Engineer

- *The proposed parking provisions are considered satisfactorily and comply with the statutory parking provision requirements.*
- *The Knox Planning Scheme, Clause 52.06 requires that car spaces in garages, carports or otherwise constrained by walls should be at least 6 metres long and 3.5 metres wide for a single space or 5.5 metres wide for a double space measured inside the garage or carport. The applicant shall alter the garage layout accordingly.*
- *Vehicular access must be designed and constructed in accordance with VicRoads requirements.*
- *The width of the separator (island) is 0.4m which is less than the 0.6m specified under the Australian Standards AS2890.1, Clause 2.5.2 and as such, it is considered that the separator is not required. As such, it has been recommended that it is removed from the plan.*
- *Each driveway, separated by the separator must be at least 3m wide. A measurement on the plan indicates that the exit driveway is only 2.7m.*
- *Parking on Burwood Highway is currently prohibited during Monday-Friday between 3.30-7.30pm. The operation of waste collection at the site needs to be carried out outside these hours.*
- *Construction Management Plan required.*
- *Standard conditions to be included on any permit issued.*

Officer Comment: These matters can be addressed through conditions of any permit issued.

Drainage Engineer

- *Inadequate overland flow path through the property is shown. The applicant must demonstrate how overland flow for the 100 year ARI will be appropriately managed to Council's satisfaction - details must be included in the engineering stormwater design plans. The proposed units 3-11 are not supported as they act as an obstruction to overland flow during peak rainfall events. The proposed carport of unit 2 is not supported as it acts as an obstruction to overland flows during peak rainfall events.*

Officer Comment: These matters could be addressed through conditions of any permit issued.

6.3 1133 - 1135 Burwood Highway, Ferntree Gully (cont'd)Assets

- *Existing crossing to be removed and kerb and naturestrip reinstated.*
- *Construct new 6m crossing to Council standards a minimum of 500mm from the boundary and a minimum of 1m clear of power pole.*

Officer Comment: These matters can be addressed through conditions of any permit issued.

City Futures

- *Does not object to issuing of planning permit.*
- *The site is located within a Commercial 1 Zone (previously Business 5 Zone) and as such, a permit is required for both the use and development for dwellings. The Dandenong Foothills Policy at Clause 22.01 also applies.*
- *The proposed built form is generally consistent with other residential dwellings in this 'strip' of commercial land which has never been used for commercial purposes. The proposed layout is consistent with that previously approved.*

Arborist

- *Development / plans appear to be consistent with those previously approved through VCAT. Provided this is the case, and relevant Tree Protection measures are ensured, Council's Arborist is satisfied with the proposed development and associated vegetation removal and retention.*

Officer Comment: Should a permit be issued, conditions will reflect those on previously endorsed development / permit.

Landscape Officer

- *The proposed Rain Garden in the front setback is inappropriate on this site and should be deleted from the landscape and drainage plans. This can be replaced with landscaping.*

6.3 1133 - 1135 Burwood Highway, Ferntree Gully (cont'd)

- *Drainage infrastructure (i.e. pipes and pits) running through landscape and lawn areas must be shown on the plan so there is no clash between existing and proposed vegetation and drainage infrastructure. In the front setback there is a canopy tree proposed on top of the proposed drainage pipe. Any pipes going through TPZ areas must be thrust bored.*
- *The area of permeable paving needs to be shifted toward the front of the site to cater for existing tree number 35. This tree actually has a Tree Protection Zone radius of 5.5 metres and this must be shown on the plan. There must be an annotation for the permeable paving to be constructed above grade. There must also be an annotation for the footpath adjacent to tree 35 to be constructed above grade and refer to Construction of Paved Areas.*
- *The two Eucalyptus polyanthemos proposed for the narrow driveway garden bed (approx 1.7 wide with retaining wall edge) will be too large for this space as they mature. These trees can be replaced with a smaller tree from the plant schedule such as the Acacia melanoxylon.*
- *The path running adjacent to Tree 5 must be annotated on the plan to be constructed above grade and refer to Construction of Paved Areas.*
- *The plan must show 'Tree Protection Guidelines' for the existing trees (enc).*
- *The plan must show detail for the post and trellis for climbing plants to be separate from any fences.*

Officer Comment: These matters can be addressed through relevant conditions of permit, should a permit be issued. In addition to this, it is considered reasonable to require the provision of a new Street Tree to the frontage of the site to help integrate the development into the streetscape.

Waste Management

- *Bin storage is indicated for units 1 and 2, but not units 3 – 11.*
- *Council would not usually permit individual bins to be placed kerbside for collection for Multi Unit Developments of 6+ dwellings as bins placed in a line at the kerbside for a distance of 11+ metres can create a sight-distance hazard for vehicles exiting the property.*

6.3 1133 - 1135 Burwood Highway, Ferntree Gully (cont'd)

- *Normally it is a requirement that there be on-site bin collections within the confines of the development or utilization of a 'housekeeping service' for bins whereby trucks park kerbside and drivers take bins to/from the vehicle for emptying.*
- *There is insufficient turning area for waste collection vehicles on-site within the confines of this development, and neither a Council nor private 'housekeeping service' would be permitted due to safety concerns with parking trucks in a high speed, high volume traffic area on Burwood Highway.*
- *In this instance Council may permit either:*
 - *Individual kerbside bin collections, provided that the vehicle cross-over is retained at the western edge of the site where it is currently located, as this would eliminate the sight-distance issue and there is sufficient naturestrip space for 11 sets (22) bins,*
 - OR*
 - *Communal-provided 240L capacity garbage and recycle bins, housed in a centralised bin store and both emptied weekly from the kerbside naturestrip with the proposed cross-over retained in its current position.*

If the second option above is selected, then the developer will need to provide Council a detailed Waste Management Plan for the proposed services for bin and non-bin based waste collections.

Officer Comment: The second option is the preferred option as the applicant is not proposing to retain the existing western crossover. A Waste Management Plan can be required through conditions of any permit issued.

4. DISCUSSION

4.1 Zoning and Overlays

4.1.1 Zone

The land is located within a Commercial 1 Zone. The purpose of the zone is to create vibrant mixed use commercial centres for retail, office, business, entertainment and community uses and provide for residential uses at densities complementary to the role and scale of the commercial centre.

6.3 1133 - 1135 Burwood Highway, Ferntree Gully (cont'd)

A permit is required to construct a building or construct or carry out works pursuant to Clause 34.01-4 of the Zone. A permit is also required pursuant to Clause 34.01-1 to use the land for a accommodation (dwelling).

The purpose of the Commercial 1 Zone is to create vibrant mixed use commercial centres for retail, office, business, entertainment and community uses as well as provide for residential uses at densities complementary to the role and scale of the commercial centre.

- *In the site's context, the proposal supports the purposes of the Commercial 1 Zone and will support the role, scale or function of the wider Ferntree Gully commercial area.*

Before deciding on an application, in addition to the decision guidelines in Clause 65, the responsible authority must consider, as appropriate:

The interface with adjoining zones, especially the relationship with residential areas.

- *The subject site is located within an established commercially zoned area and abuts Vic Track (railway line) to the rear of the site. Commercial land to the east and west contains multi-dwelling developments in a similar configuration to those approved at VCAT and form part of the current planning application. Setbacks and articulation of built form facing the rear of the site (railway line) is considered reasonable also.*

The effect that existing uses may have on the proposed use.

- *As previously mentioned, the site adjoins other residential development. The impact of these existing uses on the proposed use, is considered to be minimal.*

The movement of pedestrians and cyclists, and vehicles providing for supplies, waste removal, emergency services and public transport.

- *Pedestrian movement throughout the development is considered reasonable.*
- *Council's Traffic Engineers have no objection to the proposed layout of the development and associated vehicle movements, subject to conditions of any permit issued including removal of separators from internal roads.*

6.3 1133 - 1135 Burwood Highway, Ferntree Gully (cont'd)

- *Matters of waste removal and bicycle parking could be addressed through conditions of permit, if a permit were to issue.*

The provision of car parking.

- *Council's Traffic Engineers have no objection to the proposal, subject to conditions of any permit issued. Sufficient resident and visitor car parking has been proposed.*

The streetscape, including the conservation of buildings, the design of verandahs, access from the street front, protecting active frontages to pedestrian areas, the treatment of the fronts and backs of buildings and their appurtenances, illumination of buildings or their immediate spaces and the landscaping of land adjoining a road.

- *The proposed design response sufficiently respects its surrounding context, represents high quality urban design, and will result in high levels of amenity for future residents.*
- *The presentation to both Burwood Highway and VicTrack land (to the rear) provides for visual interest and articulation. The proposal provides for a high standard of visual appearance and makes a positive contribution to the public realm.*
- *Sufficient space has been made available for the provision of meaningful landscaping throughout the site.*

The design of buildings to provide for solar access and the private open space should be located on the north side of the dwelling or residential building, if appropriate.

- *It is considered that sufficient solar access is proposed throughout the development, with courtyards and balconies being located on the northern side of the development.*

The objectives, standards and decision guidelines of Clause 54 and Clause 55. This does not apply to a development of five or more storeys, excluding a basement.

- *Please refer to Section 4.4 for assessment.*

6.3 1133 - 1135 Burwood Highway, Ferntree Gully (cont'd)

4.1.2 Overlays

Vegetation Protection Overlay – Schedule 1

The Vegetation Protection Overlay – Schedule 1 (VPO1) seeks to retain vegetation which is rare, threatened or recognised as being of local, regional or State significance. A planning permit is required to remove, destroy or lop native vegetation. It is noted however; that this Overlay only applies to the rear (approximately 9 metres) of the site.

- *No vegetation is proposed to be removed which is protected by this overlay.*

Vegetation Protection Overlay - Schedule 3

The Vegetation Protection Overlay – Schedule 3 seeks to preserve remnant overstorey vegetation and requires the issue of a permit for the removal of large native trees greater than 8 metres in height and with a trunk diameter of 300mm or more.

- *The principles of net gain apply pursuant to the Native Vegetation Management Framework. The framework includes a three step approach to protection and clearance of native vegetation; avoid, minimise and offset. The framework seeks to avoid the removal of native vegetation. If the removal of native vegetation cannot be avoided; the removal of native vegetation through appropriate planning and design should be minimised and any loss of native vegetation appropriately offset.*
- *A Eucalyptus camaldulensis (Tree 35) and a Fraxinus excelsior (Tree 33) are located to the frontage of the site and are proposed to be retained. Sufficient clearances have been provided around these trees to ensure their retention and conditions of any permit issued will ensure relevant Tree Protection measures are put in place during construction.*
- *The design will adequately cater for the long-term retention of vegetation as well as allow for the provision of meaningful landscaping throughout the site.*

4.1.3 Aboriginal Heritage Act 2006

The subject site is within an area of cultural heritage sensitivity and the proposal is considered to be a high impact activity, therefore the development may trigger a mandatory Cultural Heritage Management Plan (CHMP).

6.3 1133 - 1135 Burwood Highway, Ferntree Gully (cont'd)

- *A Cultural Heritage Management Plan was prepared in accordance with the Aboriginal Heritage Act 2006, and no Aboriginal cultural heritage material or archaeological potential were located.*

4.2 Policy Consideration

4.2.1 State Planning Policy Framework

State policy requires Council to integrate the range of policies relevant to the issues to be determined, and balance conflicting objectives in favour of net community benefit and sustainable development.

Key Policies:

Clause 15 Built Environment and Heritage – Encourages high quality architecture and urban design outcomes that reflect the particular characteristics, aspirations and cultural identity of the community; enhances liveability, diversity, amenity and safety of the public realm; and promotes attractiveness of towns and cities within broader strategic contexts.

- *The proposed design response sufficiently respects its surrounding context, represents high quality urban design, and results in high levels of amenity for future residents.*
- *The presentation to Burwood Highway and internally provides for visual interest and articulation.*
- *The proposal is generally consistent with Clause 22.12 – Residential Land Use and Development within the Commercial 1 Zone.*
- *The site is within reasonable distance of shops, services, and public transport and provides for an increased density with minimal adverse amenity impacts on the surrounding area.*

Clause 15.02 Sustainable Development – Encourage land use and development that is consistent with the efficient use of energy and the minimisation of greenhouse gas emissions.

- *The proposal contributes to the consolidation of urban development through the provision of increased density with access to urban services and transport; and dwellings are orientated to the north to provide for passive solar access.*

6.3 1133 - 1135 Burwood Highway, Ferntree Gully (cont'd)

- *A Sustainable Design Assessment (SDA) will be required as a condition of any permit issued. A condition of any permit issued will also require the development to be constructed in accordance with the approved SDA.*

Clause 17 – Economic Development – Provide for a strong innovative economy, where all sectors of the economy are critical to economic prosperity. Planning is to contribute to the economic wellbeing of communities and the State as a whole by supporting and fostering economic growth and development by providing land, facilitating decisions, and resolving land use conflicts.

- *The proposed use of the site for residential purposes is considered reasonable. A planning permit has previously been approved for eleven dwellings on the site and it is considered that the development will support the role, scale or function of the Ferntree Gully commercial centre.*

Clause 17.01-1 Business - To encourage development which meet the communities' needs for retail, entertainment, office and other commercial services and provides net community benefit in relation to accessibility, efficient infrastructure use and the aggregation and sustainability of commercial facilities.

- *As previously mentioned, it is considered that the proposal will support the role, scale or function of the Ferntree Gully commercial centre.*
- *It is considered that the development will provide for net community benefit in relation to accessibility, efficient infrastructure use and the aggregation and sustainability of facilities.*

Clause 18 Transport – To create a safe and sustainable transport system by integrating land use and transport.

The site is located within approximately 500 metres of the following bus stops:

- *The 693 bus route has a direct service between Belgrave and Oakleigh via Ferntree Gully and Brandon Park. This service operates at various intervals during the day, including weekends.*

6.3 1133 - 1135 Burwood Highway, Ferntree Gully (cont'd)

- *The 732 bus route has a direct service between Box Hill and Ferntree Gully via Vermont South, Knox City and Mountain Gate. This service operates at various intervals during the day, including weekends.*
- *The 755 bus route has a direct service between Bayswater and Knox City via Basin, Boronia and Ferntree Gully. This service operates at various intervals during the day, including weekends.*

4.2.2 Local Planning Policy Framework

Clause 21.01 Municipal Strategic Statement (MSS).- encourages planning and development occurring with the necessary consideration to such matters as managing population growth, encouraging sustainable development and influencing the urban form so that Knox itself becomes more sustainable.

All development therefore is encouraged within this clause to incorporate Ecologically Sustainable Design (ESD) and Water Sensitive Urban Design (WSUD) principles to ensure that a sustainable urban environment is ultimately achieved with a strong use of existing infrastructure, and to reduce dependence on private vehicle travel.

- *The site is located in an established urban area with access to urban services and open space areas; and the proposal provides for an increased density with minimal adverse amenity impacts on the surrounding area as discussed throughout this report.*
- *The submission of a Sustainable Design Assessment will be a condition on any permit issued.*

Clause 21.04 Urban Design - Municipal Strategic Statement (MSS) - To ensure that all development responds positively to the existing patterns of urban form and character, the landscape, qualities, historic and cultural elements and social aspirations of the Knox community.

- *The subject site is located within an established commercially zoned area and abuts Vic Track (railway line) to the rear of the site. Commercial land to the east and west contain multi-developments in a similar configuration to those approved at VCAT and form part of the current planning application. Setbacks and articulation of built form facing the rear of the site (railway line) is considered reasonable also.*

6.3 1133 - 1135 Burwood Highway, Ferntree Gully (cont'd)

- *The proposal is considered to be generally consistent with Clause 22.12 – Residential Land Use and Development within the Commercial 1 Zone.*
- *Sufficient space has been made available onsite for retention of significant vegetation as well as provide for meaningful landscaping throughout the site to help integrate the development into the area.*

Clause 21.05 – Housing – This clause implements the *Knox Housing Strategy 2015*. In managing Knox's current and future housing needs, Council supports a scaled approach to residential development. This scaled approach recognises that some parts of the City will need to accommodate change, due to population growth and the community's changing household needs. Development in residential areas will need to respond positively to the desired future character of the local area and take account of the particular built form and natural environmental elements that make up the neighbourhood character of Knox. The strong landscape character is the unifying element of the neighbourhood character of Knox.

Objective 1 for Housing Objectives and Strategies is to support residential development in accordance with the *Knox Housing Strategy 2013*, which identifies a scaled approach to residential development.

- *The site is located within a Commercial Zone however; it is not identified as a key redevelopment site. The site is large and can accommodate increased density and the proposed design response is considered appropriate for the site.*
- *The development respects its surrounding context and it is considered that a scaled approach to residential development has been adopted by the applicant.*

Objective 2 is to support a diversity of housing choice in appropriate locations. Strategies include encouraging a diversity of housing styles, types, forms and sizes to cater for the changing needs of the community.

- *The proposed development will contribute to the diversity of housing in Knox within the context of the changing household types described in Council's MSS.*

6.3 1133 - 1135 Burwood Highway, Ferntree Gully (cont'd)

Objective 3 is to ensure the quality of housing design in Knox is improved to better respond to neighbourhood identity and to create a stronger sense of place. Strategies include ensuring that residential development enhances the City's "green and leafy" image, support development that makes a positive contribution to the preferred future character of the area and that is innovative, environmentally sustainable, accessible and site responsive.

- *The proposed built form is considered to be consistent with the scale of nearby buildings and the street; and will sit well within the streetscape. The presentation to the street and adjoining properties provides for visual interest and articulation.*
- *The development has been designed to take advantage of northern sunlight and the applicant will be encouraged to incorporate Water Sensitive Urban Design (WSUD) features through relevant conditions of permit, should a permit be issued.*
- *The proposed development provides for an appropriate level of accessibility with some dwellings containing bedrooms and associated facilities at ground floor level.*

Objective 4 is to protect and enhance the landscape and environmental values of the nature areas of significance within the municipality.

- *The proposal allows for sufficient and appropriate landscaping to support the preferred green and leafy character of the area and help integrate the development into the area.*

Objective 5 is to ensure that residential development better responds to the community's current and future needs, and allows people to 'age-in-place' by supporting the provision of a diverse range of housing including smaller scale dwellings.

- *The proposed development will contribute to the diversity of housing in Knox within the context of the changing household types described in the MSS; and the proposed design response is considered to be site responsive and will result in high levels of amenity for future or existing residents.*
- *The proposed development provides for an appropriate level of accessibility with some dwellings containing bedrooms and associated facilities at ground floor level.*

6.3 1133 - 1135 Burwood Highway, Ferntree Gully (cont'd)

Clause 21.07 – Economic Development

The Economic Development theme relates to industrial, business and retailing activity, and provides a strong focus on Activity Centres within Knox.

- *The proposal is considered to be complimentary of the local character, including height. The proposed development generally complies with the height limit recommended for this area.*
- *The proposal supports the purposes of the Commercial 1 Zone and will support the role, scale or function of the wider Ferntree Gully commercial area.*

Clause 22.01 Dandenong Foothills: Lower Slope and Valley Area – The objectives of the Dandenong Foothills policy are to promote the maintenance and improvement of the continuous closed tree canopy by allowing enough open space within new development for the retention of existing canopy vegetation and growth of new canopy vegetation.

It is policy that:

The design and siting of buildings, works and landscaping minimises the threat associated with bushfire.

- *Complies. The proposal is not considered likely to unreasonably increase bushfire risk.*

The design and siting of buildings, works and landscaping protects and enhances the visual dominance of vegetation, including canopy trees and native understorey plants to ensure that:

- There is a continuous vegetation canopy across residential lots and roads.
 - Development blends with vegetation on the hillsides to maintain and enhance the appearance of the area as an extension of the Dandenong Ranges National Park.
 - Development does not rise above the tree canopy height to maintain the significant landscape character of the area and near and distant view lines.
- *Complies. The proposal is not expected to rise above the tree canopy and proposes to retain some remnant vegetation onsite. The proposal allows for meaningful landscape to help integrate the development into the area.*

6.3 1133 - 1135 Burwood Highway, Ferntree Gully (cont'd)

- *An Angerian Oak (Tree 5) towards the rear of the site is proposed to be retained. Sufficient clearances have been provided around this tree to ensure its retention and conditions of any permit issued will ensure relevant Tree Protection measures are put in place during construction.*
- *The increased density onsite will not have an adverse impact on the role of this site as a buffer to the environmental significance of the Dandenong Ranges National Park as sufficient areas are available for landscaping onsite.*
- *The proposed materials and colours will blend in with the vegetated character of the area.*

Indigenous trees and understorey vegetation be retained and protected.

- *Complies. The proposal retains significant trees onsite and allows for appropriate canopy planting onsite.*

A minimum of 80% of all new vegetation (both canopy trees and understorey) be indigenous.

- *Complies. Indicative planting has been shown on site plans and this is considered sufficient to demonstrate a reasonable level of landscaping onsite.*

Building height does not exceed 7.5 metres.

- *Does not comply. The majority of proposed dwellings will reach a height of 7 - 8 metres above natural ground level however; due to the sloping nature of the land, some dwellings will reach a maximum building height of 8.5 metres. Given the floor to ceilings heights of some of these dwellings, it is considered reasonable to require a condition of any permit issued to limit the maximum building height for the proposal to 8 metres. This will reflect height of development found within the area, including development to the east and west as well as help maintain the low-rise character of the surrounding area. In addition to this, sufficient landscaping can be provided onsite to help integrate the development into the area.*

Clause 22.12 – Residential Land Use and Development within the Commercial 1 Zone –

Relevant objectives are:

6.3 1133 - 1135 Burwood Highway, Ferntree Gully (cont'd)

- To encourage residential land use and development within commercial centres that is complementary to the role and scale of the centre.
- To ensure that new residential development within commercial centres is designed and constructed to a high standard of visual appearance and makes a positive contribution to the public realm.
- To ensure that new development is appropriate to the scale of nearby buildings, streets and public spaces.
- To ensure that new residential development provides adequate car parking for residents and visitors.
- To protect the amenity of surrounding residential areas from unreasonable impacts.

In addition to this, the relevant Decision Guidelines are:

- Within Dandenong Foothills Centres, development should maintain the low-rise character of the surrounding area.
- Encourage high quality design that respects the surrounding context.
- Ensure that new development provides future residents with a good level of amenity.
- Encourage commercial land use at ground level.

The subject site is not within an 'activity centre' nominated in Table 1 of the policy and as such, a recommended height is not specifically nominated for this area / site; however subject to conditions reducing the overall maximum height of development onsite, the proposal is considered to generally comply with this policy as it will maintain the low-rise character of the surrounding Dandenong Foothills area.

While it is acknowledged that the proposal does not incorporate a commercial component, this is considered reasonable as the site is not within an Activity Centre and adjoining development is also residential in nature.

6.3 1133 - 1135 Burwood Highway, Ferntree Gully (cont'd)

The proposed built form is considered to be consistent with the scale of nearby buildings and the street; and will sit well within the streetscape. The proposal will provide for an appropriate level visual interest and make a positive contribution to the public realm.

The proposed density and scale of the development is considered appropriate within the sites context and will not detract from the amenity of the area.

The proposal provides adequate car parking for residents and visitors and allows for sufficient and appropriate landscaping to support the preferred green and leafy character of the area.

4.3 Particular Provisions

Clause 52.06 – Car Parking

Prior to a new use commencing or a new building being occupied the car parking spaces required under Clause 52.06-5 must be provided on the land or as approved under Clause 52.06-3 to the satisfaction of the responsible authority.

Clause 52.06-5 outlines the requisite amount of parking to be provided as follows:

To each dwelling at a ratio of one car space to each one or two bedroom dwelling and two spaces for each dwelling with three or more bedrooms (with studies or studios that are separate rooms counted as bedrooms).

- *Each three or more bedroom dwelling is provided two (2) car parking spaces in accordance with Clause 52.06.2.*
- *One (1) visitor car parking space per five (5) dwellings has been provided in accordance with Clause 52.06.2.*

Clause 52.06-8 details the design standards for car parking. The provision of car parking should meet the design requirements of this Clause. An assessment of the design standards, including any areas of non-compliance are considered below:

Design Standard 1: Accessways – Can Comply. A condition of any permit issued would require that the letter boxes have a maximum height of 900mm and that meter boxes are outside the driveway sightline splay area; as well as separators to be removed.

6.3 1133 - 1135 Burwood Highway, Ferntree Gully (cont'd)

Design Standard 2: Car Parking Spaces – *Can comply. A condition of any permit issued will require visitor spaces to be landmarked, sign posted and identifiable; and internal dimensions of car parking spaces to comply.*

Design Standard 3: Gradients – *Complies.*

Design Standard 4: Mechanical Parking – *Not applicable.*

Design Standard 5: Urban Design – *Complies.*

Design Standard 6: Safety – *Complies.*

Design Standard 7: Landscaping – *Complies.*

Clause 52.34 – Bicycle Facilities

A new use must not commence until the required bicycle facilities and associated signed have been provided on the land.

- *A total of 2 bicycle parking spaces for residents and 1 space are required for visitors.*
- *A condition of any permit issued would require provision of bicycle facilities in accordance with Table 1 to Clause 52.34-3 of the Knox Planning Scheme.*

4.4 Clause 55 – Two or More Dwellings on a Lot and Residential Buildings (ResCode)

The proposal is generally consistent with the provision of Clause 55 of the Knox Planning Scheme, an assessment of the key criteria; including any areas of non-compliance are considered below:

Neighbourhood Character and Infrastructure

Neighbourhood Character – *Complies. Refer to assessment and recommended conditions above at Section 4.2.2.*

Residential Policy – *Complies. See Section 4.2.*

Dwelling Diversity – *Complies.*

Infrastructure – *Can comply. A drainage plan will be a condition of any permit issued.*

Integration with the Street – *Complies.*

6.3 1133 - 1135 Burwood Highway, Ferntree Gully (cont'd)Site Layout and Building Massing

Street Setback – *Complies. Dwellings are setback in excess of 9 metres from the street.*

Building Height – *Complies, proposed dwellings do not exceed 9 metres.*

Site Cover/permeability – *Complies.*

Energy Efficiency – *Complies. Dwellings contain north facing open space and living areas.*

Safety – *Complies.*

Landscaping – *Can comply. An Angerian Oak (Tree 5) towards the rear of the site is proposed to be retained as well as a Eucalyptus camaldulensis (Tree 35) and a Fraxinus excelsior (Tree 33) located to the frontage of the site. Sufficient clearances have been provided around these trees to ensure their retention and conditions of any permit issued will ensure relevant Tree Protection measures are put in place during construction.*

A condition of any permit issued will require the submission of a landscape plan to ensure the development maintains the landscape character of the area.

Access – *Complies.*

Parking Location – *Complies.*

Amenity Impacts

Side and rear setbacks – *Complies.*

Walls on boundaries – *N/A.*

Daylight to existing windows/north facing windows – *Complies.*

Overshadowing open space – *Complies.*

Overlooking – *Complies.*

Internal views – *Complies.*

Noise – *Complies.*

6.3 1133 - 1135 Burwood Highway, Ferntree Gully (cont'd)

On-Site Amenity and Facilities

Accessibility – *Complies. Ground floor level of the development will be accessible to those with limited mobility and some dwellings contain bedrooms and associated amenities at ground floor level.*

Dwelling Entry – *Complies.*

Daylight to new windows – *Complies.*

Private Open Space – *Complies. Each dwelling has been proposed with an area of 40 square metres, with one part of the private open space to consisting of secluded private open space at the side or rear of the dwelling or residential building with a minimum area of 25 square metres, a minimum dimension of 3 metres and convenient access from a living room.*

Solar access – *Complies.*

Storage – *Complies.*

Detailed Design

Detailed Design – *Complies.*

Front fence – *N/A, no front fence proposed.*

Common Property – *Complies.*

Site Services – *Can comply subject to a condition on any permit to issue, to require all site services associated with the dwellings to be shown.*

4.5 General Decision Guidelines

Clause 65 of the Knox Planning Scheme and Section 60 of the *Planning and Environment Act 1987* set out decision guidelines/matters which the responsible authority must consider when deciding any planning application.

- *The decision guidelines of Clause 65 of the Knox Planning Scheme and Section 60 of the Planning and Environment Act (1987) have been appropriately considered.*

6.3 1133 - 1135 Burwood Highway, Ferntree Gully (cont'd)**5. CONCLUSION**

Clause 10.04 of the Knox Planning Scheme requires Council to balance relative policy objectives when making decisions to ensure resulting development is sustainable and achieves a net community gain. In this context, the development is appropriate given the following:

- *Overall, it is considered the proposal satisfies the requirements of the State and Local Planning Policy Framework (including the Municipal Strategic Statement); the Zone and Overlay controls (including ResCode); Council's Residential Land Use and Development within the Commercial 1 Zone (Clause 22.12) Policy and Dandenong Foothill Policy.*
- *The design and siting of the proposed development is considered to be compatible with the surrounding area. The proposal will not have a detrimental impact on the neighbourhood and landscape character of the area.*
- *The development provides an appropriate balance between the need for additional housing within an established urban area while ensuring the amenity of occupants and adjoining residents is not compromised.*
- *The proposed built form is considered to be consistent with the scale of nearby buildings and the street; and will sit well within the streetscape. The proposal provides for a high standard of visual appearance and will make a positive contribution to the public realm.*
- *The development allows for sufficient and appropriate landscaping to support the preferred green and leafy character of the area.*

6. CONFIDENTIALITY

There are no confidentiality issues associated with this report.

6.3 1133 - 1135 Burwood Highway, Ferntree Gully (cont'd)**RECOMMENDATION**

That Council issue a Notice of Decision to Grant a Permit for the use and development of eleven (11) two storey dwellings, vegetation removal and alteration of access to a Road Zone Category 1 at 1133 – 1135 Burwood Highway, Ferntree Gully, subject to the following conditions:

Amended Plans

1. Prior to the commencement of any buildings or works, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with the plans submitted with application but modified to show:
 - 1.1 Dwellings to reach a maximum building height of 8 metres above natural ground level.
 - 1.2 Storage of at least 6 cubic square metres for each dwelling located in a suitable position.
 - 1.3 Provision of 3 bicycle spaces in accordance with accordance with Table 1 to Clause 52.34-3 of the Knox Planning Scheme.
 - 1.4 The traffic separator in the main accessway to be deleted.
 - 1.5 Carports or car spaces otherwise constrained by walls to be at least 6 metres long and 3.5 metres wide for a single space or 5.5 metres wide for a double space measured inside the garage or carport.
 - 1.6 The proposed rain garden within the front setback to be deleted.
 - 1.7 The footpath adjacent to tree 35 to be constructed above grade.
 - 1.8 Tree number 35 to have a Tree Protection Zone radius of 5.5 metres and permeable paving to be constructed above grade.
 - 1.9 The path adjacent to Tree 5 to be constructed above grade.
 - 1.10 Communal-provided 240L capacity garbage and recycle bins, housed in a centralised bin store.

6.3 1133 - 1135 Burwood Highway, Ferntree Gully (cont'd)**Recommendation (cont'd)**

- 1.11 Visitor car parking spaces to be easily identifiable through the provision of line marking and signs.**
- 1.12 Redundant crossovers to be removed and kerb and naturestrip reinstated to Council satisfaction.**
- 1.13 Letterboxes and all other structures (including meter boxes) shall be constructed to a maximum height of 900mm or relocated clear of a splayed area (2m x 2.5m) in accordance with AS2890.1, Clause 3.2.4 to ensure safe sight distances. Letterboxes shall face towards the street frontage.**
- 1.14 Location and details of letterboxes and metre boxes.**
- 1.15 Annotation on all plans stating 'A copy of the approved Cultural Heritage Management Plan (CHMP) must be held on site during the activity at all times.'**
- 1.16 Modifications required in accordance with VicRoads conditions 31 – 36.**
- 1.17 Tree Protection Fencing for all trees to be retained in accordance with Conditions 12 - 18.**
- 1.18 Drainage plans in accordance with Condition 2 of this Permit and any necessary modifications.**
- 1.19 Landscape plans in accordance with Condition 3 of this Permit and any necessary modifications.**
- 1.20 A Sustainable Design Assessment in accordance with Condition 11.**
- 1.21 A Waste Management Plan in accordance with Condition 1.10 and 13.**
- 1.22 A Construction Management Plan in accordance with Condition 27.**

To the satisfaction of the Responsible Authority.

6.3 1133 - 1135 Burwood Highway, Ferntree Gully (cont'd)**Recommendation (cont'd)****Drainage**

2. Prior to commencement of any buildings or works, three copies of drainage plans and computations must be submitted to and approved by the Responsible Authority. Construction of the drainage is to be in accordance with these plans. The plans must show the following:

2.1 All stormwater drainage discharge from the site connected to a legal point of discharge.

2.2 The internal drains of the dwellings to be independent of each other.

2.3 An on-site detention system designed by a suitably qualified Civil Engineering Consultant to ensure no net increase in stormwater discharge from the proposed development.

2.4 The on-site detention system to be installed in a suitable location for easy access and maintenance.

2.5 A suitable overland flow path for the entire site to the satisfaction of the Responsible Authority. Details of the overland flow path are to be included on the plans.

2.6 All levels to be to AHD (Australian Height Datum).

To the satisfaction of the Responsible Authority.

Landscaping

3. Prior to the commencement of any buildings or works, a landscape plan to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plan will be endorsed and will then form part of the permit. The plan must show:

3.1 A survey (including botanical names, height and width) of all existing vegetation to be retained and / or removed.

6.3 1133 - 1135 Burwood Highway, Ferntree Gully (cont'd)**Recommendation (cont'd)**

- 3.2 The identification and removal of all vegetation identified as an environmental weed in Knox (as outlined in Appendix 2 of Council's Landscape Guidelines for Planning Permits).**
- 3.3 Buildings and trees (including botanical names, height and width) on neighbouring properties within three metres of the boundary.**
- 3.4 Details of the surface finishes of pathways and driveways.**
- 3.5 Details and location of all existing and proposed services including above and below ground lines, cables and pipes.**
- 3.6 A planting schedule of all proposed trees, shrubs and ground covers, including botanical names, common names, pot sizes, sizes at maturity, and quantities of each plant.**
- 3.7 Landscaping and planting within all open areas of the site (including additional planting within open space areas of the existing dwelling/s).**
- 3.8 All vegetation to be removed.**
- 3.9 A minimum of 80% of all new vegetation (both canopy trees and understorey) be indigenous.**
- 3.10 The two Eucalyptus polyanthemos proposed for the narrow driveway garden bed (approx 1.7 wide with retaining wall edge) will be too large for this space as they mature. These trees can be replaced with a smaller tree from the plant schedule such as the Acacia melanoxylon.**
- 3.11 Detail for the post and trellis for climbing plants to be separate from any fences.**

To the satisfaction of the Responsible Authority.

- 4. Before the occupation of the development, the landscaping works shown on the endorsed plans must be carried out and completed to the satisfaction of the responsible authority.**

6.3 1133 - 1135 Burwood Highway, Ferntree Gully (cont'd)**Recommendation (cont'd)**

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

General

6. All development must be in accordance with the endorsed plans.
7. The development as shown on the endorsed plans must not be altered without the written consent of the Responsible Authority.
8. Once the development has started it must be continued and completed to the satisfaction of the Responsible Authority.
9. Prior to the occupation of the dwellings the development is to be completed in accordance with the endorsed plan/s to the satisfaction of the Responsible Authority.
10. All walls on the boundaries of adjoining properties must be cleaned and finished to the satisfaction of the Responsible Authority.

Sustainable Design Assessment

11. Prior to the commencement of any buildings or works, a Sustainable Design Assessment detailing Sustainable Design initiatives to be incorporated into the development must be submitted to and approved by the Responsible Authority. The Sustainable Design Assessment must outline the proposed sustainable design initiatives to be incorporated throughout the development such as (but not limited to) energy efficiency, water conservation, stormwater quality, waste management and material selection, to the satisfaction of the Responsible Authority.
12. Prior to the occupation of the development, the development must be constructed in accordance with the Sustainable Design Assessment.

Waste Management Plan

13. Before the development commences, a waste collection and management plan must be submitted to and approved by the Responsible Authority, demonstrating how waste collection will be undertaken on site, including the operation of the garbage and recyclables storage area. Garbage and recyclables storage and collection must be undertaken in accordance with the approved plan/documentation, and must be undertaken by a private contractor, to the satisfaction of the Responsible Authority. Council will not collect waste from the proposed development.

6.3 1133 - 1135 Burwood Highway, Ferntree Gully (cont'd)**Recommendation (cont'd)****Tree Protection**

- 14. All works, including excavation, within the critical root zone areas of the tree/s to be retained and other critical root zones on the land must be undertaken under the supervision of a qualified Arborist to ensure that there is no unreasonable damage to the root system of trees to be retained and/or protected, to the satisfaction of the Responsible Authority.**
- 15. Before the development starts, the owner must submit to the Responsible Authority details of the name of the Arborist who will supervise the works and the tasks to be undertaken by the Arborist, to the satisfaction of the Responsible Authority.**
- 16. Prior to any works commencing on the site, all trees and vegetation to be retained including other critical root zones must be fenced off to create a protection zone. The protection zone must extend around the trees canopy drip-line unless an alternative tree protection zone has been approved by the responsible authority.**
- 17. The fence is to be chain link or wire mesh, comprise either wooden or steel posts set into the ground or on concrete pads, and be a minimum height of 1.4 metres. Signage is to be affixed to the fence advising that the area is a tree protection zone and a no-go development area.**
- 18. The fence and signage is to be maintained throughout the construction period and the signage removed at the completion of all works.**
- 19. No temporary removal of the fence, or encroachment into the protection zone is permitted without the written consent of the responsible authority.**
- 20. The following activities are prohibited from the tree protection area, without the written consent of the responsible authority:**
 - 20.1 Construction activities.**
 - 20.2 Dumping and/or storage of materials, goods and/or soil.**
 - 20.3 Trenching or excavation.**
 - 20.4 Lopping branches, nailing or affixing signs, service lines, lights etc to the trees.**
- 21. Prior to any works commencing on site, the Responsible Authority must be contacted to inspect the Tree Protection fencing.**

6.3 1133 - 1135 Burwood Highway, Ferntree Gully (cont'd)**Recommendation (cont'd)****Car Parking & Accessways**

22. Before the dwellings are occupied, driveways and car parking areas must be:

22.1 Fully constructed to the minimum standard of 100mm reinforced concrete and available for use in accordance with the plans submitted to and approved by the Responsible Authority; and

22.2 Formed to such levels and drained so that they can be used in accordance with the approved plan; and

22.3 Treated with an all-weather seal or some other durable surface; and

22.4 Line-marked or provided with some other adequate means of showing the car parking spaces.

To the satisfaction of the Responsible Authority.

23. Parking areas and driveways must be kept available and maintained for these purposes at all times to the satisfaction of the Responsible Authority.

24. Visitor spaces are to be accessible to visitors at all times and are to be linemarked/paved and signed.

Fencing

25. All costs associated with the provision of the fencing are to be borne by the owner/developer under this permit.

26. Prior to the occupancy of the development all fencing shall be in a good condition to the satisfaction of the Responsible Authority.

Construction Management Plan

27. Prior to the development commencing a Construction Management Plan covering matters such as hours of construction, traffic control, parking of vehicles associated with the development, control of noise, dust and airborne matter, damage to public assets, control of run-off, contact numbers for complaints, etc. must be prepared to the satisfaction of the Responsible Authority.

28. Construction activity at the site is to accord with this approved Construction Management Plan.

6.3 1133 - 1135 Burwood Highway, Ferntree Gully (cont'd)**Recommendation (cont'd)****Amenity During Construction**

29. Upon commencement and until conclusion of the development, the developer shall ensure that the development does not adversely affect the amenity of the area in any way, including:

29.1 The appearance of building, works or materials on the land

29.2 Parking of motor vehicles

29.3 Transporting of materials or goods to or from the site

29.4 Hours of operation

29.5 Stockpiling of top soil or fill materials

29.6 Air borne dust emanating from the site

29.7 Noise

29.8 Rubbish and litter

29.9 Sediment runoff

29.10 Vibration

Should the development cause undue detriment to the amenity of the area then immediate remedial measures must be undertaken to address the issue as directed by, and to the satisfaction of, the Responsible Authority.

Stormwater

30. Stormwater runoff from all buildings and hard standing surfaces shall be properly collected and discharged in a complete and effective system of drains within the property and shall not cause or create a nuisance to abutting properties.

External Materials

31. The external materials of the development hereby permitted (including the roof) shall be non-reflective and finished in subdued tones and/or colours to the satisfaction of the Responsible Authority.

6.3 1133 - 1135 Burwood Highway, Ferntree Gully (cont'd)**Recommendation (cont'd)****VicRoads Conditions**

- 32. Prior to the commencement of development, amended plans must be submitted to the Responsible Authority for endorsement. Once endorsed, the plans will form part of this permit. The amended plans shall be generally consistent with the application plans but modified to:
 - a) Reduce the length of the 400mm island in the main accessway so that it terminates 2m from the Burwood Highway property boundary.****
- 33. Landscaping and structures within the Pedestrian Visibility Splays must be maintained at a height no greater than 900mm.**
- 34. The crossover and driveway are to be constructed to the satisfaction of the Responsible Authority and at no cost to the Roads Corporation prior the occupation of the works hereby approved.**
- 35. Prior to the occupation of the buildings or works hereby approved, the access lanes, driveways, crossovers and associated works must be provided and available for use and be:
 - a) Formed to such levels and drained so that they can be used in accordance with the plan**
 - b) Treated with an all-weather seal or some other durable surface.****
- 36. Driveways must be maintained in a fit and proper state so as not to compromise the ability of vehicles to enter and exit the site in a safe manner or compromise operational efficiency of the road or public safety (e.g. by spilling gravel onto the roadway).**
- 37. All disused or redundant vehicle crossings must be removed and the area reinstated to kerb & channel to the satisfaction of and at no cost to the Roads Corporation prior to the occupation of the buildings hereby approved.**

VicTrack Conditions

- 38. The permit holder must not enter any railway land without the written consent of the Rail Operator. If the permit holder has obtained the Rail Operator's written consent to enter the railway land, the permit holder must comply with the Rail Operator's Site Access Procedures and Conditions when accessing the railway land.**

6.3 1133 - 1135 Burwood Highway, Ferntree Gully (cont'd)**Recommendation (cont'd)**

- 39. Before the commencement of the development, including demolition or bulk excavation, the permit holder must contact the Rail Operator through the email address metrositeaccess@metrotrains.com.au to obtain the Rail Operator's conditions and safety requirements for works on, over or adjacent to the railway land. The permit holder must comply with the Rail Operator's reasonable requirements for works on, over or adjacent to the railway land.**
- 40. Prior to the commencement of works, including demolition and bulk excavation, the permit holder must enter into all necessary construction control and indemnity agreements as required by the Rail Operator.**
- 41. The permit holder must not, at any time, interfere with or damage any railway infrastructure (including without limitation overhead power and supporting infrastructure for trains and trams, and underground telecommunication cables). The permit holder must, at its own cost, rectify any damage to railway infrastructure, or disruption to the rail operations, arising out of or in connection with the development to the satisfaction of VicTrack and the Rail Operator within fourteen (14) days of such damage or disruption occurring or such other time agreed by VicTrack and the Rail Operator.**
- 42. During the construction of the development, including demolition and bulk excavation, the permit holder must: a. take all reasonable steps to avoid disruptions to rail operations; and b. comply with: i. the Rail Operator's safety and environmental requirements; and ii. the requirements of any, construction control and indemnity agreement it has entered into with the Rail Operator.**
- 43. The permit holder must, at all times, ensure that the common boundary with the railway land is fenced at the permit holder's expense to prohibit unauthorised access to the rail corridor.**
- 44. The permit holder must not, at any time: a. allow any drainage, effluent, waste, soil or other materials to enter or be directed to the railway land; or b. store or deposit any waste, soil or other materials on the railway land. 8. The permit holder must not carry out, or allow to be carried out, any excavation, filling or construction on the common boundary between the subject land and the railway land unless it has obtained the prior written approval of VicTrack and the Rail Operator. 9. All works, including hoardings, must be undertaken within the subject land and must not encroach onto the railway land.**

6.3 1133 - 1135 Burwood Highway, Ferntree Gully (cont'd)**Recommendation (cont'd)**

- 45. The permit holder must not plant any plants or tree species that are likely to cause any future overhang onto the railway land or disturbance to the railway operations.**
- 46. If the relocation of railway infrastructure (including without limitation 22kV AC lines and overhead wiring structures) is necessitated by the construction of the development, any works to relocate such infrastructure will be at the cost of the permit holder.**

Permit Expiry

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

Pursuant to Section 69 of the Planning & Environment Act 1987, the Responsible Authority may extend:

- The commencement date referred to if a request is made in writing before the permit expires or within six (6) months afterwards.**
- The completion date referred to if a request is made in writing within 12 months after the permit expires and the development started lawfully before the permit expired.**

NOTES**VicRoads Notes**

- The proposed development requires reinstatement of disused crossovers to kerb and channel. Separate approval under the Road Management Act for this activity may be required from VicRoads (the Roads Corporation). Please contact VicRoads prior to commencing any works.**

Drainage Notes (to be read in conjunction with the above drainage conditions):

6.3 1133 - 1135 Burwood Highway, Ferntree Gully (cont'd)**Recommendation (cont'd)**

- **Applicant shall engage a certified Engineering Consultant to analyse the site's existing drainage to determine type and size of the Onsite Detention (OSD) system. This shall be designed in accordance with the Knox City Council (Responsible Authority) Stormwater Drainage Guidelines, (copy available on request), and approved drainage design methods specified in the current edition of Australian Rainfall and Runoff. It should be located preferably in a common area to the dwellings, and be easily accessible for maintenance.**
- **Applicant is to direct all stormwater via a complete and effective system of drains and connected to Council stormwater pipe south of the property as this represents the Legal Point of Discharge (LPD) for the property. Applicant is to verify this on site. Connect all stormwater discharge from the site to the LPD via an Onsite Detention (OSD) system. The internal drains for the dwellings are to be independent of each other.**
- **The total Permissible Site Discharge for the property including all dwellings is 12.1 L/s to the existing Council drainage system for a 5 year ARI event.**
- **The Applicant is required to use Australian Height Datum (AHD) to present levels in all future plans. Applicant must ensure that levels on the plan are accurate.**
- **Drainage works in the Road reserve or in the Council easement will require a road opening permit.**
- **Drainage system designed so as to avoid impact on any vegetation shown on the endorsed plans as being retained.**
- **Water Sensitive Urban Design (WSUD) should be addressed as part of this development, e.g. water storage tanks, swale drains, etc.**

Other Notes:

- **Road Opening Permit shall be required for any works within or affecting the road reserve.**
- **Council encourages the consideration of water storage tanks for all existing and proposed residential developments.**
- **A building permit must be obtained before development is commenced.**

6.3 1133 - 1135 Burwood Highway, Ferntree Gully (cont'd)**Recommendation (cont'd)**

- **Buildings are not allowed to be built over Council easements.**
- **The dwelling/s must achieve a minimum 6-Star Energy Rating.**
- **In accordance with Council policy, an 8.5% public open space contribution may apply in the event of the subdivision of the land.**
- **Dwelling numbers as shown on the endorsed plans do not necessarily indicate any future street numbers. Property (street) numbering shall be in accordance with Council's Property (Street) Numbering Policy. Information regarding this can be obtained from Council's Property and Revenue Services Department on 9298 8215.**
- **All letterboxes shall face towards the street frontage and if located adjacent to the driveway the letterboxes and any associated structures shall not be greater than 900mm in height.**
- **Internal public lighting shall be provided to the satisfaction of the relevant authority and in accordance with AS1158. This would generally be low height or bollard type lighting to avoid spill-over into adjacent properties. It may be sensor activated, to avoid all night running costs.**
- **Raised concrete slabs on the existing footpath fronting the site should be grounded.**
- **All litter and rubbish associated with the construction must be contained on site at all times.**

***Report Prepared By: Principal Planner
(Michelle Willis)***

***Report Authorised By: Director – City Development
(Angelo Kourambas)***



Location Melway 74 C5, 74 C4

Property Address 1135 Burwood Highway, FERNTREE GULLY

Application Number P/2015/6976

Description The use and development of eleven (11) two storey dwellings, vegetation removal and alteration of access to a Road Zone Category 1

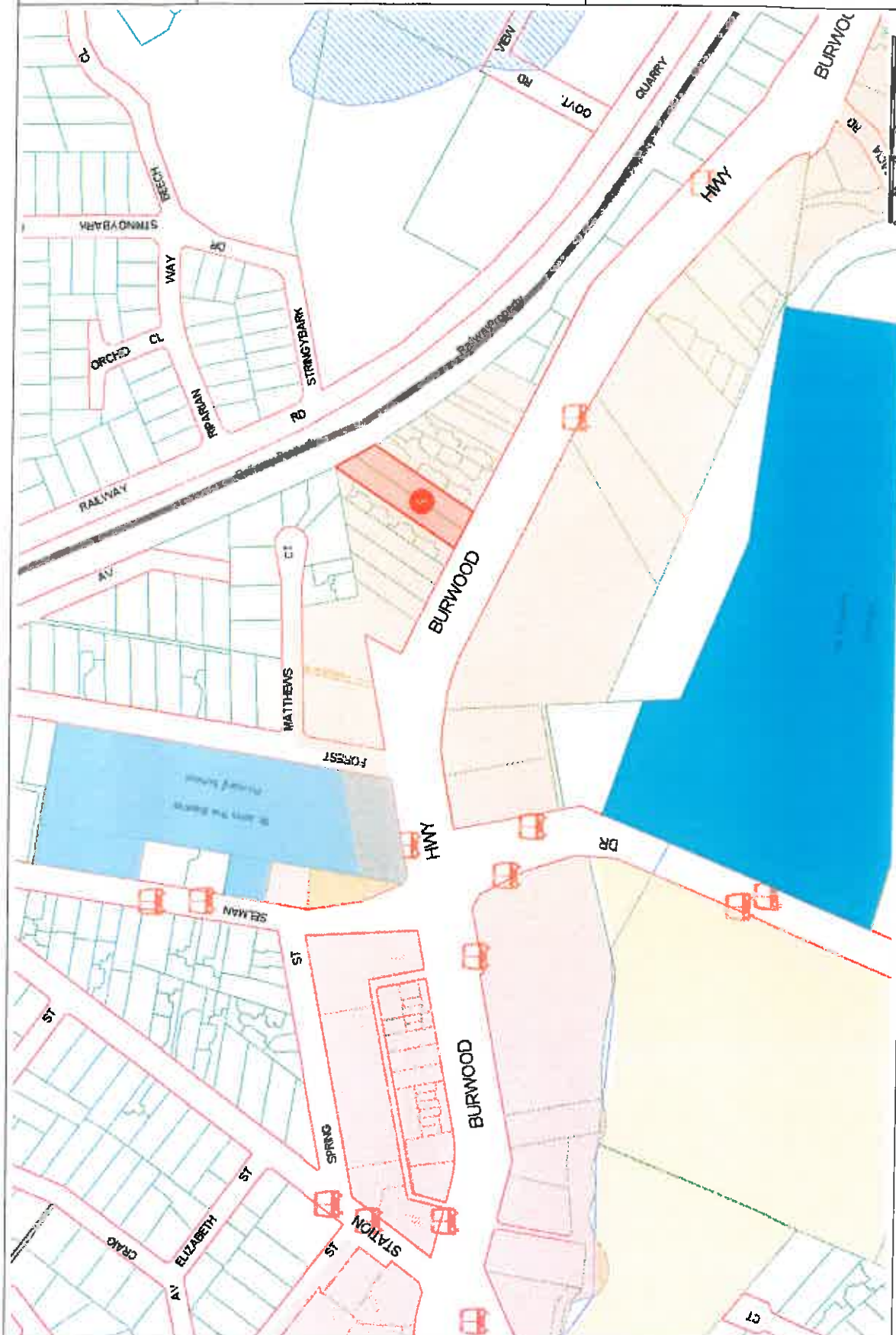
Ward Dobson

LEGEND:

- Title Boundary
- Road Boundary
- City Boundary
- Bus Route
- Research
- Commercial Areas
- Tertiary Schools
- Primary Schools
- Secondary Schools
- P-12 School
- Bus Stop
- Objector
- Unit Development
- Subject Property
- Position



Scale: 1:3000



DISCLAIMER:
 Roads and Title Boundaries - State of Victoria, Knox City Council
 Planning Scheme Information - DPCD, Knox City Council
 Aerial Photography - AAM (Flown January 2013 - unless otherwise stated)
 Melbourne Water Drainage Information - Melbourne Water

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4. Drainage and flood extent information has been provided to Council on a yearly basis by Melbourne Water for indicative purposes only. Where the latest Melbourne Water drainage and flood extent mapping is critical, please contact Melbourne Water.



Knox City Council
REPORT APPENDIX A

Location
Melway 74 C5, 74 C4

Property Address
1135 Burwood Highway,
FERN TREE GULLY

Application Number
P/2015/6976

Description
The use and development of eleven (11) two storey dwellings, vegetation removal and alteration of access to a Road Zone Category 1

Ward
Dobson

LEGEND:

- Title Boundary
- Road Boundaries
- City Boundary
- Bus Route
- Reserves
- Commercial Areas
- Tertiary Schools
- Primary / Schools
- Secondary Schools
- K-12 Schools
- Bus Stop
- Dipmeter
- Util Development
- Subject Property
- Position



Scale: 1:3000



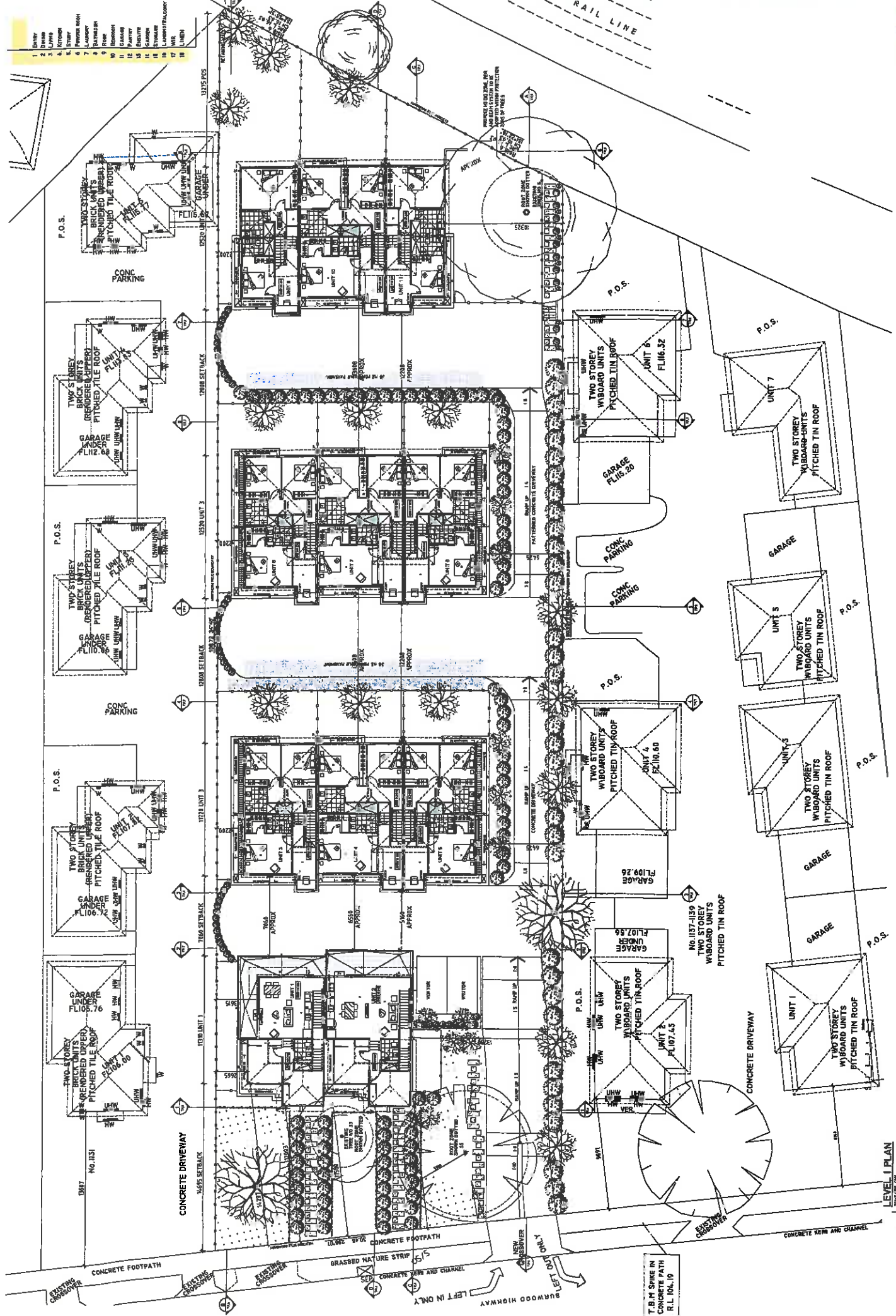
DISCLAIMER:

Roads and Title Boundaries - State of Victoria, Knox City Council
 Planning Scheme Information - DPCD, Knox City Council
 Aerial Photography - AAM (Flown January 2013 - unless otherwise stated)
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1133-1135 BURWOOD HIGHWAY FERNTREE GULLY APPENDIX B

- 1. Drive
- 2. Lanes
- 3. Lanes
- 4. Lanes
- 5. Street
- 6. Private road
- 7. Lanes
- 8. Lanes
- 9. Lanes
- 10. Roadway
- 11. Roadway
- 12. Roadway
- 13. Roadway
- 14. Roadway
- 15. Roadway
- 16. Roadway
- 17. W/L
- 18. W/L



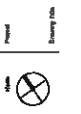
1133 - 1135 BURWOOD HIGHWAY
FERNTREE GULLY
LEVEL 1 PLAN

Scale: 1:500

Author: [Name]

Client: [Name]

Date: [Date]



Project: [Name]

Drawing No: [Number]

LEVEL 1 PLAN

Scale: 1:500

Author: [Name]

Client: [Name]

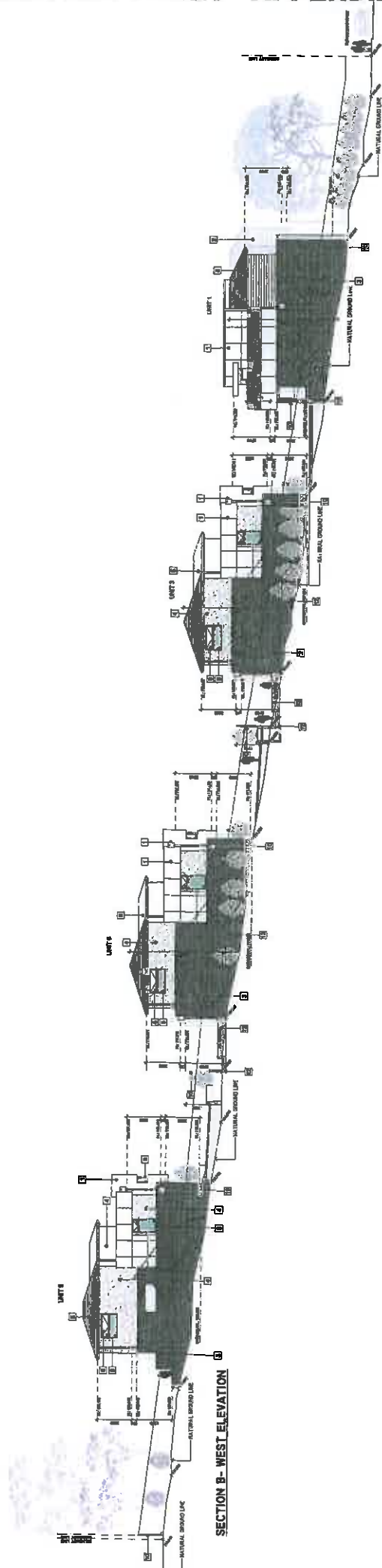
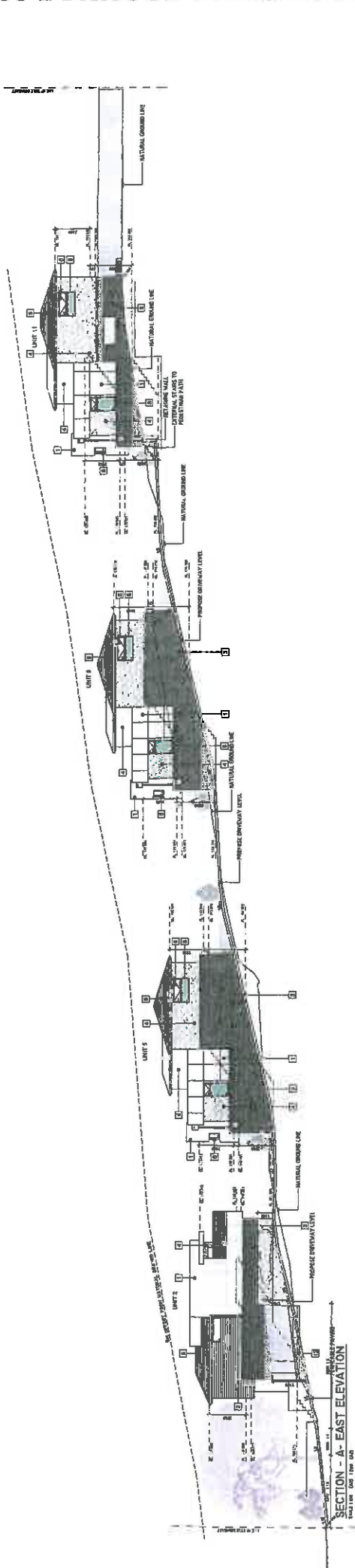
Date: [Date]

T.B.M SPIKE IN
CONCRETE PATH
R.L. 104.19

1133-1135 BURWOOD HIGHWAY FERNTREE GULLY APPENDIX B

FINISHES LEGEND

- 1 ASPHALT DRIVE SURFACE FINISH
- 2 ASPHALT DRIVE SURFACE FINISH
- 3 ASPHALT DRIVE SURFACE FINISH
- 4 ASPHALT DRIVE SURFACE FINISH
- 5 ASPHALT DRIVE SURFACE FINISH
- 6 ASPHALT DRIVE SURFACE FINISH
- 7 ASPHALT DRIVE SURFACE FINISH
- 8 ASPHALT DRIVE SURFACE FINISH
- 9 ASPHALT DRIVE SURFACE FINISH
- 10 ASPHALT DRIVE SURFACE FINISH
- 11 ASPHALT DRIVE SURFACE FINISH
- 12 ASPHALT DRIVE SURFACE FINISH



MAP

1133 - 1135 BURWOOD HIGHWAY
 FERNTREE GULLY
 EAST AND WEST ELEVATIONS

Scale: 1:100
 Date: 11/11/2011
 Drawing No: 1133-1135-01

Project: 1133 - 1135 BURWOOD HIGHWAY FERNTREE GULLY EAST AND WEST ELEVATIONS

Client: [Name]

Architect: [Name]

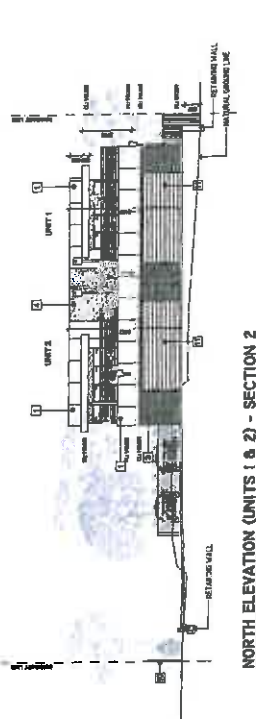
Engineer: [Name]

11/11/2011

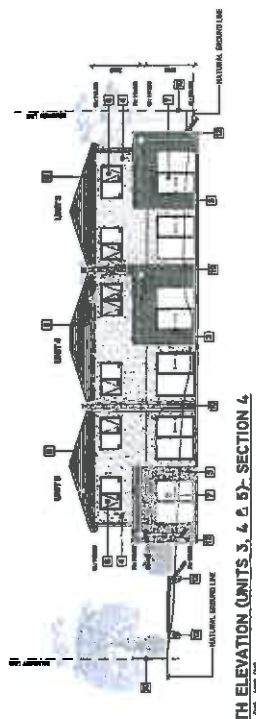
1133-1135 BURWOOD HIGHWAY FERNTREE GULLY APPENDIX B

FINISHES LEGEND

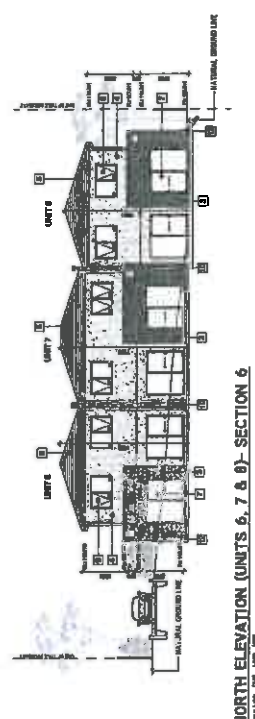
- 1 JAMES HARDIE 12.5mm MORTAR
- 2 JAMES HARDIE 12.5mm GYP BOARD
- 3 JAMES HARDIE 12.5mm GYP BOARD
- 4 JAMES HARDIE 12.5mm GYP BOARD
- 5 JAMES HARDIE 12.5mm GYP BOARD
- 6 JAMES HARDIE 12.5mm GYP BOARD
- 7 JAMES HARDIE 12.5mm GYP BOARD
- 8 JAMES HARDIE 12.5mm GYP BOARD
- 9 JAMES HARDIE 12.5mm GYP BOARD
- 10 JAMES HARDIE 12.5mm GYP BOARD
- 11 JAMES HARDIE 12.5mm GYP BOARD
- 12 JAMES HARDIE 12.5mm GYP BOARD



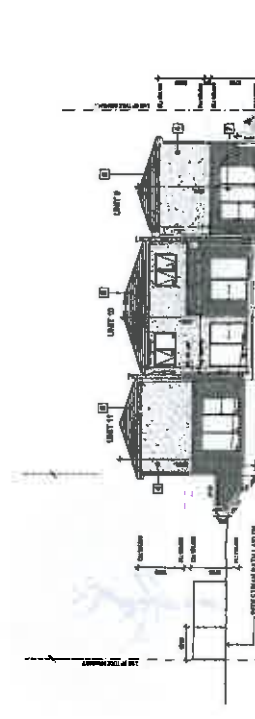
NORTH ELEVATION (UNITS 1 & 2) - SECTION 2
SCALE: 1:100



NORTH ELEVATION (UNITS 3, 4 & 5) - SECTION 4
SCALE: 1:100



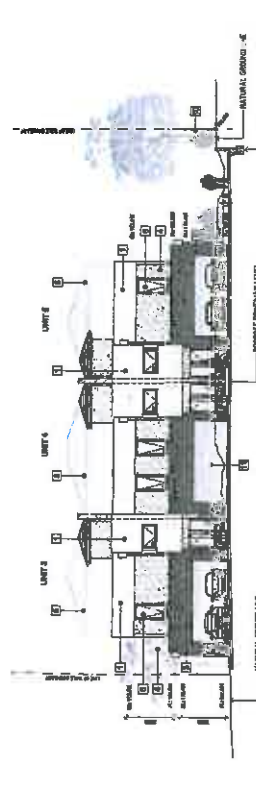
NORTH ELEVATION (UNITS 6, 7 & 8) - SECTION 6
SCALE: 1:100



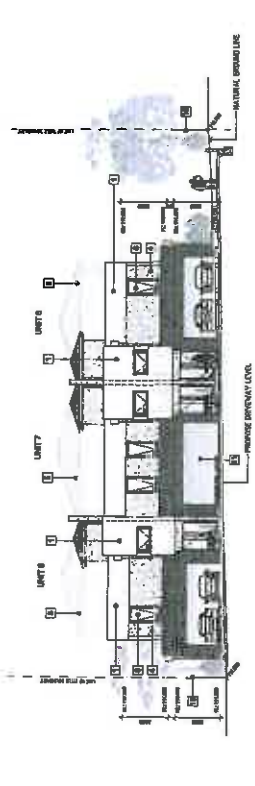
NORTH ELEVATION (UNITS 9, 10 & 11) - SECTION 8
SCALE: 1:100



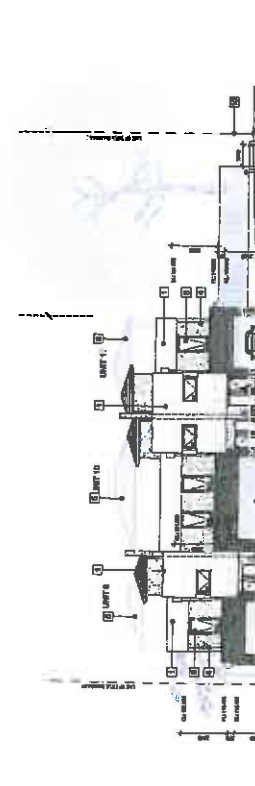
SOUTH ELEVATION (UNITS 1 & 2) - SECTION 1
SCALE: 1:100



SOUTH ELEVATION (UNITS 3, 4 & 5) - SECTION 3
SCALE: 1:100



SOUTH ELEVATION (UNITS 6, 7 & 8) - SECTION 5
SCALE: 1:100



SOUTH ELEVATION (UNITS 9, 10 & 11) - SECTION 7
SCALE: 1:100

MAP

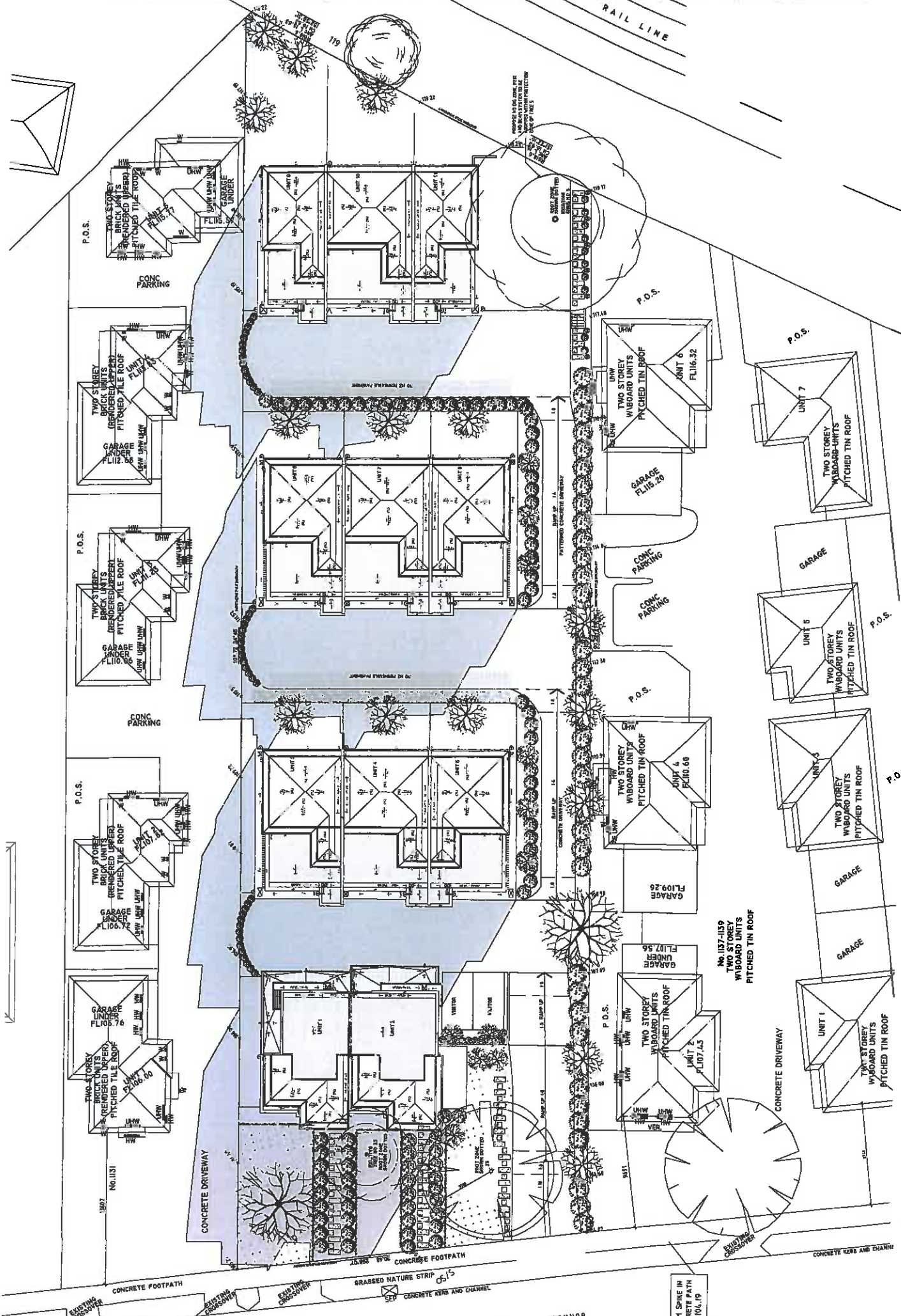
1133 - 1135 BURWOOD HIGHWAY FERNTREE GULLY ELEVATIONS

Project: 1133 - 1135 BURWOOD HIGHWAY FERNTREE GULLY ELEVATIONS
 Drawing Name: 1133-1135 BURWOOD HIGHWAY FERNTREE GULLY ELEVATIONS
 Drawing No: 000001
 Date: 08/09/19

Scale: 1:100

Author: [Name]
 Designer: [Name]
 Checker: [Name]
 Approver: [Name]

1133-1135 BURWOOD HIGHWAY FERNTREE GULLY APPENDIX B



MAP
 1133 - 1135 BURWOOD HIGHWAY
 FERNTREE GULLY
 SHADOW DIAGRAM AT B.M.
 DRAWN BY: [Name]
 CHECKED BY: [Name]
 DATE: [Date]

P.O.S. (Point of Sale)
 Unit labels: UNIT 1 through UNIT 7
 Building descriptions: TWO STOREY W/BOARD UNITS, BRICK UNITS, W/BOARD UNITS, PITCHED TIN ROOF

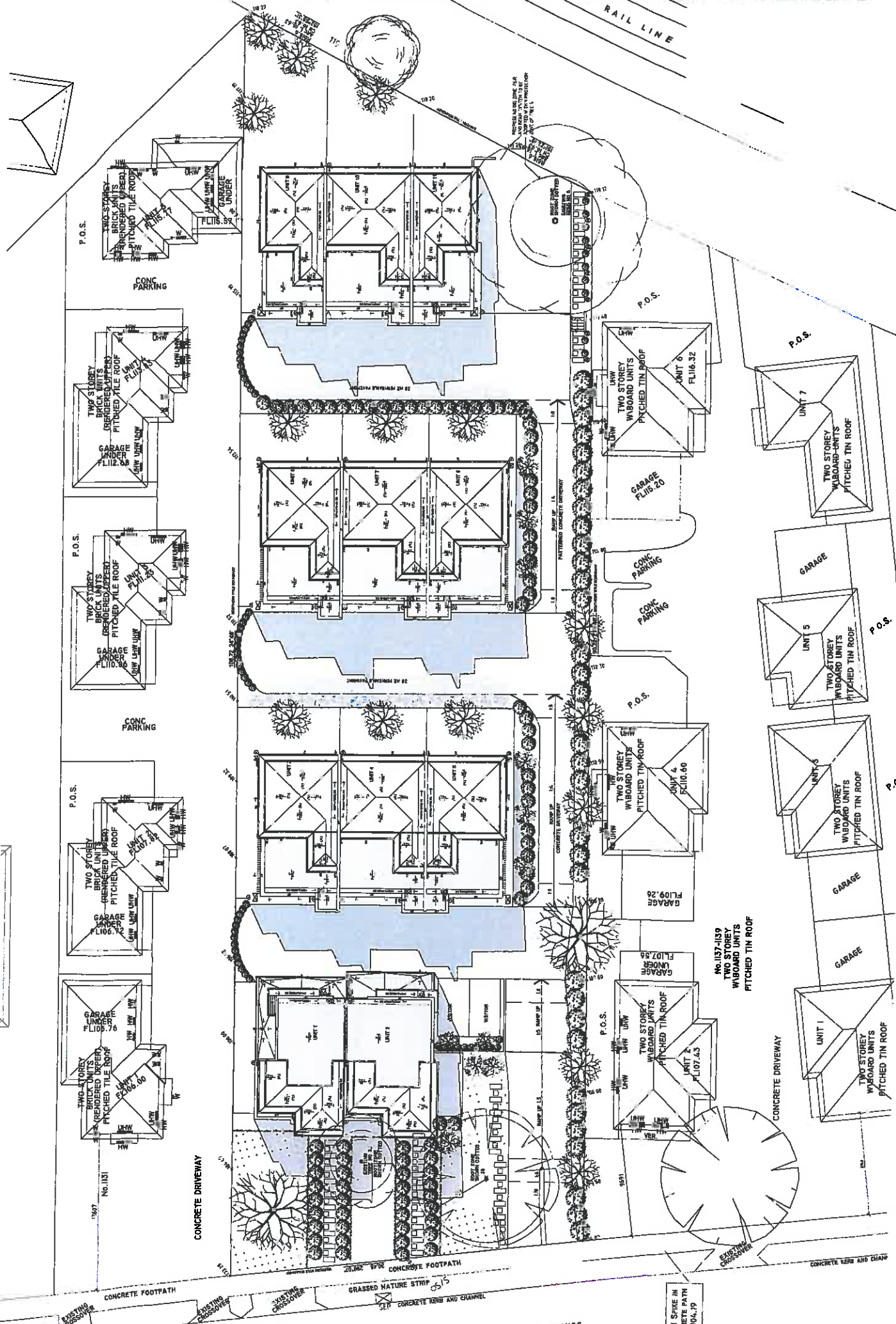
Infrastructure labels: CONCRETE DRIVEWAY, GARAGE, CONC PARKING, CONCRETE DRIVEWAY
 Annotations: CONCRETE KERBS AND CHANNEL, GRASSED MATURE STRIP, CONCRETE DRIVEWAY, CONCRETE DRIVEWAY

Specific building annotations: UNIT 1, TWO STOREY W/BOARD UNITS, PITCHED TIN ROOF
 UNIT 2, TWO STOREY W/BOARD UNITS, PITCHED TIN ROOF, FL107.45
 UNIT 3, TWO STOREY W/BOARD UNITS, PITCHED TIN ROOF
 UNIT 4, TWO STOREY W/BOARD UNITS, PITCHED TIN ROOF, FL110.60
 UNIT 5, TWO STOREY W/BOARD UNITS, PITCHED TIN ROOF
 UNIT 6, TWO STOREY W/BOARD UNITS, PITCHED TIN ROOF, FL116.32
 UNIT 7, TWO STOREY W/BOARD UNITS, PITCHED TIN ROOF

Specific building annotations: UNIT 1, TWO STOREY W/BOARD UNITS, PITCHED TIN ROOF
 UNIT 2, TWO STOREY W/BOARD UNITS, PITCHED TIN ROOF, FL107.45
 UNIT 3, TWO STOREY W/BOARD UNITS, PITCHED TIN ROOF
 UNIT 4, TWO STOREY W/BOARD UNITS, PITCHED TIN ROOF, FL110.60
 UNIT 5, TWO STOREY W/BOARD UNITS, PITCHED TIN ROOF
 UNIT 6, TWO STOREY W/BOARD UNITS, PITCHED TIN ROOF, FL116.32
 UNIT 7, TWO STOREY W/BOARD UNITS, PITCHED TIN ROOF

Specific building annotations: UNIT 1, TWO STOREY W/BOARD UNITS, PITCHED TIN ROOF
 UNIT 2, TWO STOREY W/BOARD UNITS, PITCHED TIN ROOF, FL107.45
 UNIT 3, TWO STOREY W/BOARD UNITS, PITCHED TIN ROOF
 UNIT 4, TWO STOREY W/BOARD UNITS, PITCHED TIN ROOF, FL110.60
 UNIT 5, TWO STOREY W/BOARD UNITS, PITCHED TIN ROOF
 UNIT 6, TWO STOREY W/BOARD UNITS, PITCHED TIN ROOF, FL116.32
 UNIT 7, TWO STOREY W/BOARD UNITS, PITCHED TIN ROOF

1133-1135 BURWOOD HIGHWAY FERNTREE GULLY APPENDIX B



MAP

1133 - 1135 BURWOOD HIGHWAY
FERNTREE GULLY
SHADOW DIAGRAM AT 12PM

Scale: 1:1000

North Arrow

B.M. SPIRE IN
CONCRETE PATH
R.L. 104.19

CONCRETE CURB AND CHANNEL

EXISTING CROSSOVER

CONCRETE DRIVEWAY

GARAGE

GARAGE

GARAGE

GARAGE

GARAGE

GARAGE

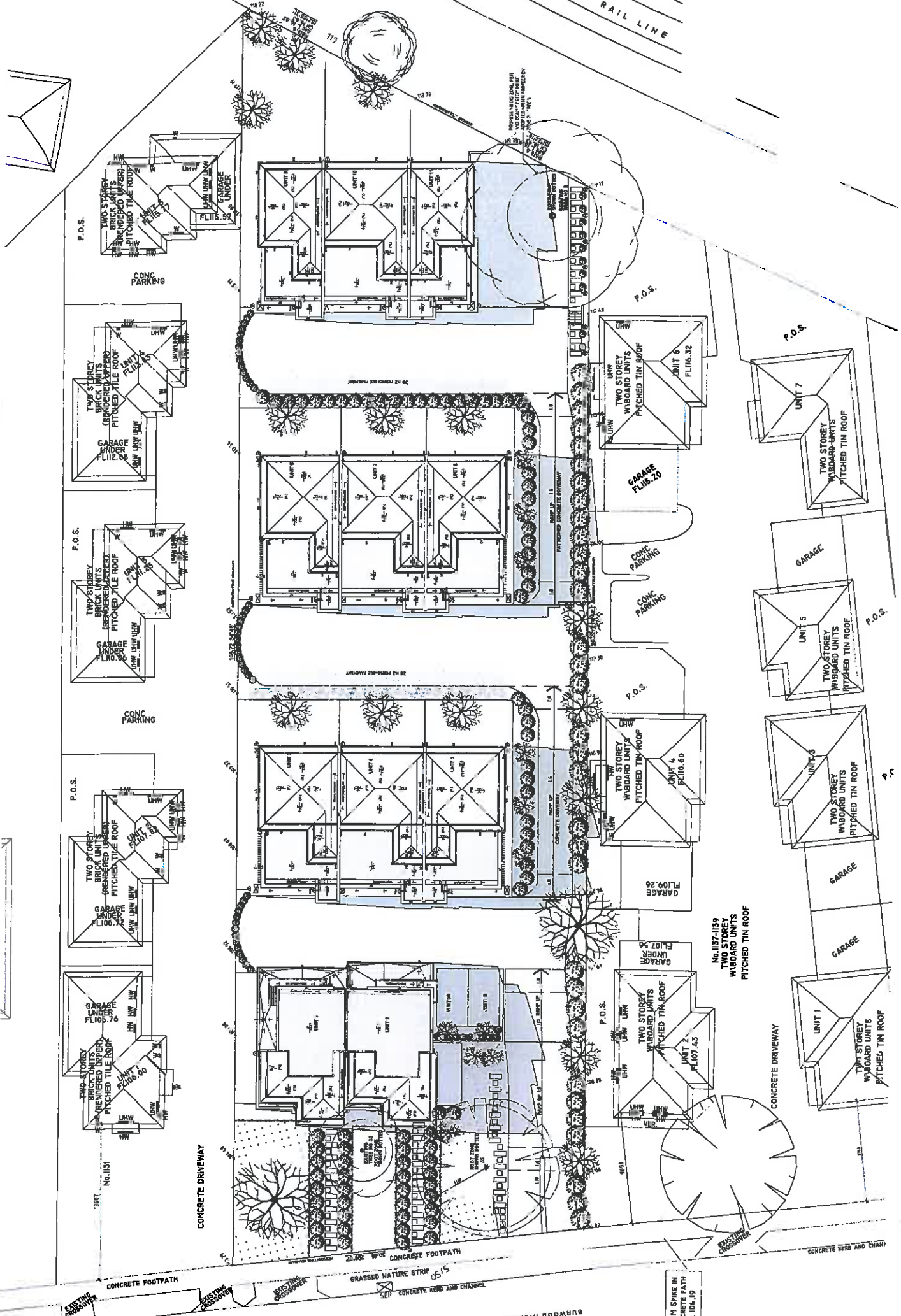
GARAGE

GARAGE

GARAGE

GARAGE

1133-1135 BURWOOD HIGHWAY FERNTREE GULLY APPENDIX B



1133 - 1135 BURWOOD HIGHWAY
 FERNTREE GULLY
 SHADOW DIAGRAM AT 3PM



Scale: 1:1000
 Date: 10/01/2011
 Project: 1133-1135 BURWOOD HIGHWAY FERNTREE GULLY
 Drawing No: 1133-1135-APPENDIX B
 Author: [Name]
 Checker: [Name]
 Engineer: [Name]

1:5 M SHOWN IN
 CONCRETE WITH
 R.L. 104.10

TIRHATUAN WARD**6.4 TEMPORARY ACCOMMODATION FOR THE STAMFORD PARK MEN'S SHED**

SUMMARY: *Acting Manager City Futures (Paul Dickie)*

As a result of ongoing capital works being undertaken at the Stamford Park homestead it is proposed that the Stamford Men's Shed be relocated to a temporary facility within the grounds of the homestead.

RECOMMENDATION

That Council:

- 1. Relocate the Stamford Park Men's Shed to temporary facilities on the Stamford Park grounds adjacent to the Council Reserve on Emmeline Row.**
- 2. Fund the costs for the temporary relocation from the Stamford Park Land Sale Reserve Fund.**
- 3. Enter into a new licence with the Stamford Park Men's Shed for the period of construction works to the homestead and grounds.**
- 4. Receive a further report by mid 2017 on the options for permanent relocation of the Men's Shed.**

1. INTRODUCTION

The Stamford Park Men's Shed Inc (SPMSI) has an existing licence to occupy the old guest quarters at the Stamford Park homestead up until September 2016. It is anticipated that this licence would be extended following its expiry. As well as substantial community outcomes, the Men's shed undertake maintenance of the grounds for the homestead and also provide much needed passive surveillance around the site and for the Homestead itself.

Council is currently investigating the potential use of the homestead in line with the Stamford Park Master Plan. There are a range of works that need to be undertaken to prepare the homestead for future use. Underpinning works and the restoration of the cellar have already commenced and will continue throughout the remainder of 2016. Further works will then commence on the Homestead and grounds. A separate report will be presented to Council on these proposed schedule works.

The underpinning works include part of the area occupied by the SPMSI. This report outlines the various options considered for a relocation, and recommends that the SPMSI be relocated in temporary facilities (refer to Appendix A for the proposed site map) within the existing grounds.

6.4 Temporary Accommodation for the Stamford Park Men's Shed (cont'd)

2. DISCUSSION

The SPMSI occupies two rooms in the old guest quarters at the Stamford Park Homestead; a meeting room and a workshop. It also occupies a temporary external garden shed to hold fuel for mowing, and an external container for storing the motor mowers it uses to maintain the grounds.

As part of the 2014 revision of the Stamford Park Master Plan, Council noted that it is not feasible for the Men's Shed to have a long term lease within the Homestead, and that Council should "*assist the Men's Shed to relocate to a more appropriate location within Stamford Park and to source government grants*".

The Stamford Park Project Steering Committee commissioned a feasibility study into locating a new facility on vacant land at the western end of Stamford Park adjacent to Council's entrance from Lakeview Avenue. The draft feasibility study was completed in mid 2015 and found that the site was a viable location for a new Shed if it could be filled so that the facility was at a suitable height above the 1:100 year flood level. Should this option proceed formal approval would be required by Melbourne Water as the Water Catchment Management Authority.

There are also ongoing discussions between Council and the PASK Group who own Kingston Links Golf Course land, on the potential for a Men's Shed to be housed within the proposed adjoining Kingston Links development site. If this is supported, it is likely to take at least three or four years to be developed.

Either of these options will take between two to four years to finalise, depending upon the agreed approach. The renovation of the homestead and its gardens is also expected to take between 18 months and two years. A report will be presented to Council in 2017 to propose a permanent facility for the SPMSI once all of the options have been further investigated.

Given the above, it is necessary that Council develop an interim accommodation approach for the SPMSI. An area of 70 square meters would be required to provide like-for-like facilities, this includes a workshop area and meeting space. The following options have been considered by the Project Steering Committee:

- Remain at the Homestead in situ;
- Seek alternate location at either a Council owned or commercial facility in the general vicinity of the homestead; or
- Provision of temporary facilities within close proximity to the existing grounds at the Homestead.

The option of remaining in the existing facilities was not considered practicable for health a safety reasons and was discounted.

6.4 Temporary Accommodation for the Stamford Park Men's Shed (cont'd)

A range of alternate facilities were considered, including Amy Seebeck Hall and Scoresby Hall. Whilst the meeting space was potentially achievable the provision of a workshop could not practically be accommodated, particularly given that it would be required for two to three years. The passive surveillance provided by the Shed at the site was also seen as providing considerable benefit to Council. Other non-Council facilities were also considered but discounted for similar reasons. Commercial rent was also assessed as too expensive, relative to other options considered.

The option of temporary facilities within the grounds was assessed, including the option of purchasing or renting temporary facilities. Purchasing was assessed as the preferred option.

Following an evaluation process it is recommended that the SPMSI be temporarily located in relocatable facilities within the Stamford Park grounds, adjacent to the Council Reserve on Emmeline Row. This will provide ongoing passive surveillance for the site and will allow the SPMSI to continue to meet their maintenance obligations with minimal disruption to operations. It is noted that this is clearly a temporary solution which will serve as an ongoing reminder for all parties to progress a permanent solution in a timely manner.

It is further proposed that Council enter into a new licence with the SPMSI for the temporary facilities.

3. CONSULTATION

Council has been through an extensive process of public consultation in the development of the Stamford Park Master Plan which was adopted by Council in July 2014.

The temporary location of the Shed has included ongoing discussion and consultation with the SPMSI.

4. ENVIRONMENTAL/AMENITY ISSUES

The temporary facilities can be constructed without adverse impact on the environment. It is noted that there are considerable works being undertaken at the Homestead and within the broader Stamford Park over the next 2 to 3 years, which will impact on the visual amenity during this time. Every effort will be taken to minimise this impact.

6.4 Temporary Accommodation for the Stamford Park Men's Shed (cont'd)

5. FINANCIAL & ECONOMIC IMPLICATIONS

The cost of this recommendation includes one off costs of approximately \$45,000 - \$50,000 for the purchase of a portable building and up to \$8,000 for installation and dismantling. The cost of purchase is comparable to a three year plus lease and gives Council the option to use the asset for other community purposes in the future. These costs may be drawn from the Stamford Park Land Sale Reserve Fund.

6. SOCIAL IMPLICATIONS

The SPMSI provide ongoing passive surveillance to the homestead and surrounds.

7. RELEVANCE TO CITY PLAN 2013-17 (INCORPORATING THE COUNCIL PLAN)

This report is consistent with a number of themes within the Council City Plan, these include:

- Culturally rich and active communities – Increase the use of public spaces and infrastructure for the purposes of cultural expression and physical activity.
- Vibrant and Sustainable Built and Natural Environments – The changing needs of a diverse community are supported through planned growth and change in housing and infrastructure that respects both built form and natural systems and resource availability.
- Prosperous advancing economy – Improve local opportunities for people to live, work, learn and play in Knox.

8. CONCLUSION

Following an evaluation process by staff and the Stamford Park Steering Committee of the various options it is recommended that the SPMSI be temporarily located in relocatable facilities within the Stamford Park grounds, adjacent to the Council Reserve on Emmeline Row.

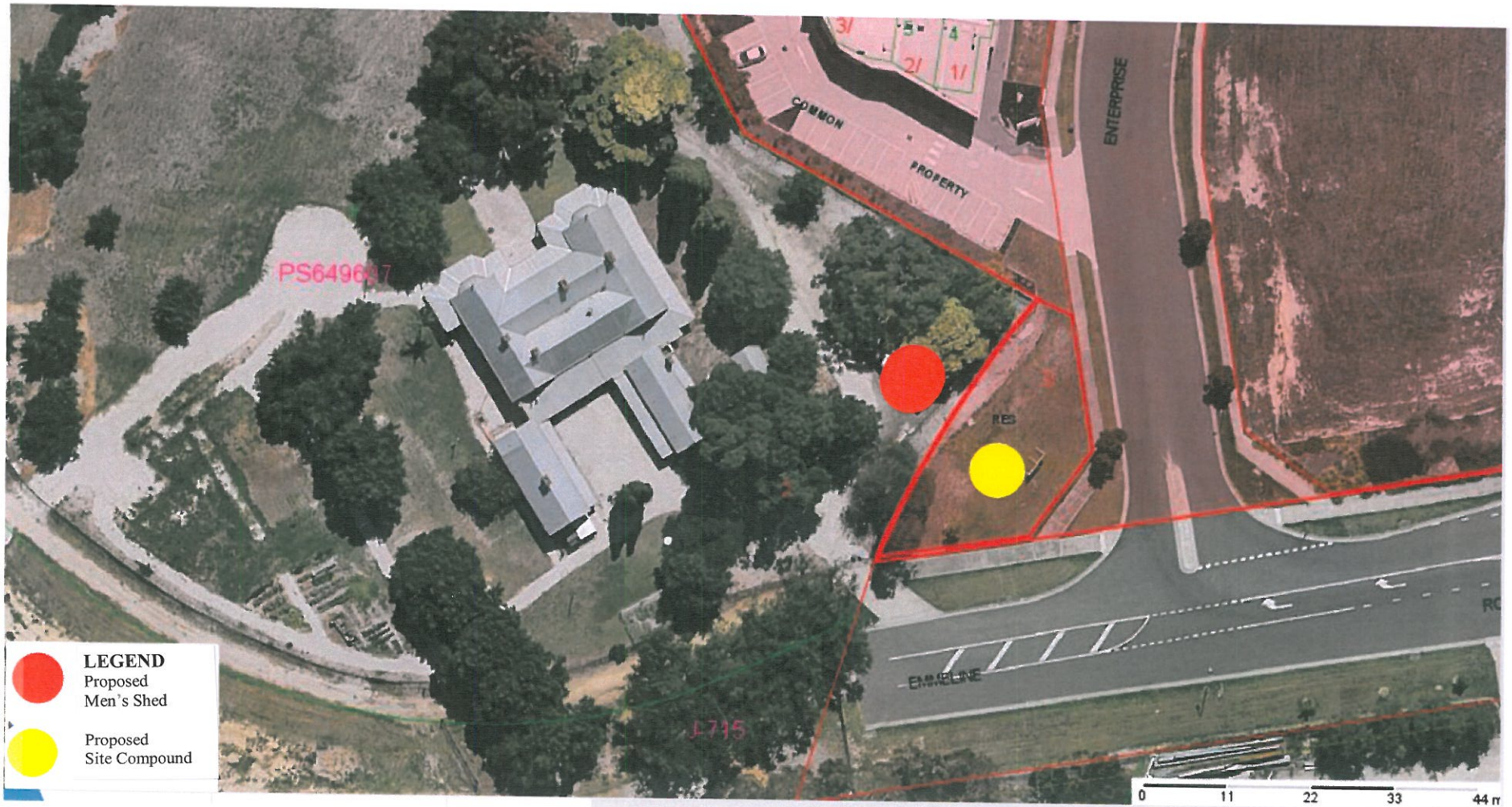
9. CONFIDENTIALITY

There are no issues of confidentiality associated with this report.

Report Prepared By: Governance Consultant - (Rodney McKail)

**Report Authorised By: Director – City Development
(Angelo Kourambas)**

Appendix A - Temporary Accommodation Site Map for the Stamford Park Men's Shed



7. PUBLIC QUESTION TIME

Following the completion of business relating to Item 6, City Development, the business before the Council Meeting will now be deferred to consider questions submitted by the public.

ALL WARDS**8.1 2015/16 CAPITAL WORKS PROGRAM DELIVERY REPORT**

SUMMARY: *Coordinator – Capital Works (Gene Chiron)*

This report informs Council of the delivery outcomes of the 2015/16 Capital Works Program, as well as progress towards strategic objectives of asset renewal, sustainability initiatives, Environmentally Sustainable Development (ESD) initiatives and Water Sensitive Urban Design (WSUD) achievements in 2015/16.

RECOMMENDATION

That the Capital Works Delivery Report for 2015/16 be received and noted by Council.

1. INTRODUCTION

The Capital Works Program is essentially the biggest service Council delivers to the community. The outcome derived from the Capital Works Program supports service delivery and continues to improve the health and wellbeing of the Knox community. To ensure this program is administered appropriately and that good governance and project management practices are observed, this report documents the outcomes of the 2015/16 Capital Works Program and Council's progress in actioning a number of associated policies.

To this end, Council's Sustainable Buildings Policy, approved 26 April 2013, requires that:

- the Director – Engineering & Infrastructure demonstrate achievements in ESD as part of the annual reporting on the delivery of the Capital Works Program; and
- a report is prepared on the achievements of ESD within Council facilities as part of Council's report on achievements on the Sustainable Water Use Plan and Climate Change Response Plan.

Further, Council adopted a policy for Water Sensitive Urban Design (WSUD) (revised 2012). This policy also requires that achievements in WSUD be incorporated as a part of the annual report on the delivery of the Capital Works Program. The achievements for 2015/16 are provided in this report.

This report is seen as a framework for not only reporting on the delivery of the program but also as a means of improving the efficiency and effectiveness of future program delivery.

8.1 2015/16 Capital Works Program Delivery Report (cont'd)

2. DISCUSSION

2.1 2015/16 Capital Works Outcomes and Achievements

The 2015/16 Key Result Area (KRA) measurement for Capital Works aims for delivery of 100% of the legal compliance program, 95% of the renewal program and 80% of the new and upgrade program.

The Capital Works Program Revised Budget totalled \$49.51M after a review and increase at the **Quarterly Budget Update of \$6.89M** from the Original Budget.

Out of a total of 201 projects, 98% of the total number of Capital Works projects were completed or committed in 2015/16, being completed, commenced or tendered within the year. A number of projects are in progress at year end, some of which will be completed by the end of August 2016. Six additional projects were included in the Program during the course of the year, with an extra **\$1.71M** unscheduled, out of budget funding from various grants, contributions and trust fund transfers becoming available after the Quarterly Budget Update.

In overall financial terms, 78.2% of the Capital Works adjusted budget was committed in 2015/16 and 63.9% expended.

Variances experienced during the year were mainly due to delays associated with lead times required to commence projects, including consultation with stakeholders, or service and statutory authorities. The additional workload generated from the various Major Projects currently underway also placed considerable demand on Council's Capital Works delivery resources.

A small number of high value projects (such as the Dobson Park Stormwater Harvesting, Tim Neville Arboretum Masterplan Implementation and Dobson Street Reserve Retarding Basin) have been delayed due to a significant level of project complexity, some external influence from government utilities and adverse weather. Wet weather in the latter part of the 2015/16 financial year hindered progress in several projects.

Some others (such as the CSR Quarry Masterplan Implementation, Upper Ferntree Gully Neighbourhood Shopping Centre Masterplan and the Public Art Project) have been subject to deliberations by Council.

8.1 2015/16 Capital Works Program Delivery Report (cont'd)**CAPITAL WORKS PROGRAM COMPARISONS**

	06-07	07-08	08-09	09-10	10-11	11-12	12-13	13-14	14-15	15-16
Revised Budget	\$17.6M	\$23.4M	\$26.8M	\$29.9M	\$29.2M	\$31.3M	\$35.5M	\$34.5M	\$37.5M	\$49.5M
Budget expended (%)	83%	95%	91%	94%	81%	87%	79%	81%	82% (\$30.75M)	63.9% (\$31.6M)
Projects Committed (%)	92%	98%	98%	100%	97%	93%	98%	96%	98% (\$36.75M)	98% (\$48.5M)

Of note, the Capital Works Program for 2015-16 was significantly increased from 2014-15 (\$37.5M to \$49.5M). It is further noted that the budget expenditure for 2015-16 was \$31.6M and that project commitments reached 98% for both 2014-15 and 2015-16.

It is further noted that there has been only a minimal increase in staff resources to support the delivery of the capital works program. This will need to be closely monitored to ensure existing staff are supported in the delivery of the program and additional resources are brought in as required.

2.2 Continuous Improvement Initiatives

Significant inroads have been made into refining systems and processes such as pre-planning and preparation to support timely delivery of capital works projects. Over recent years, the following initiatives have been introduced and are being continually improved upon:

- Ranking of projects within each program based on relevant criteria which are reviewed by Program Coordinators and endorsed by Council annually.
- Program Business Cases are prepared including 5 year programs to reflect revised project priority lists and based on the current Long Term Financial Forecast (LTFF).
- Introduction of 4 year rolling non- discretionary New / Upgrade Programs to ensure certainty in funding and program delivery. In 2013/14 budget deliberations, this approach was initiated to address the new and upgrade backlog associated with both the footpath and drainage programs
- Pre-planning (scoping and design phase) to identify complex projects and where necessary, allow for staging over two or three years. Complexities include extensive ongoing consultation with stakeholders, investigation with external authorities, acquisition of land and permits, preparation of concept and detailed plans and preparation of contract documentation to allow adequate time for efficient and economic project delivery at minimum disruption to the community.

8.1 2015/16 Capital Works Program Delivery Report (cont'd)

- Program and Project Delivery Coordinators with their Managers are included in integration workshops to share knowledge of proposed programs, understand priorities, and check for synergies between projects and investigate opportunities to combine or coordinate works.
- Discussions with Councillors about project priority lists early in the program development process to allow Program Coordinators time to undertake initial investigations to establish the scope and deliverability of each prospective project prior to the commencement of the budget process.
- Improved monitoring and reporting with the introduction of the new ProjectsPro Capital Works reporting system incorporating lead indicators, which allow ongoing and responsive feedback for improved project management.
- Improved management reporting including monthly progress briefings with the Executive Management Team and monthly meetings of Program and Project Delivery Coordinators to actively facilitate the delivery of the Capital Works Program.
- Streamlining the process to develop lifecycle costings for each new/upgrade project to assist Councillors to make an informed decision as to the true cost of the proposed works and impact on the operational maintenance budget.
- Regular condition audits over all significant asset categories.
- Restructure of management responsibilities to streamline project delivery.
- The establishment of the dedicated Major Initiatives Unit to project manage the planning and implementation of the major and complex project initiatives and to deliver the more challenging projects.

These initiatives and the capital works process in its entirety is being reviewed on an ongoing basis in the pursuit of continuous improvement and integrated program delivery.

2.3 Asset Renewal Program

The Asset Renewal Program Revised budget for 2015/16 totalled **\$26.4M** of which **90.5% was expended or committed**. The expenditure percentage is affected by the need to carry forward **\$5.58M** from 2014/15 for the completion of various asset renewal works committed and underway.

Renewal projects and programs that were undertaken during the year include the following:

- Road Pavement and Kerb and Channel Reconstruction Program including: Illawarra Avenue, Rowville, Station Street, Ferntree Gully, Golden Grove, The Basin and numerous designs for future works.
- In excess of 100 streets have been treated under the 2015/16 Road Resurfacing Program.

8.1 2015/16 Capital Works Program Delivery Report (cont'd)

- Shared path rehabilitation including: Old Belgrave Road Railway, Upper Ferntree Gully and Mountain Highway South.
- Rehabilitation programs for footpaths, buildings, road surfaces, bridges, playgrounds, open space and reserves.
- Replacement of various fleet vehicles.
- Street Tree Renewal Program.
- Drainage Pit and Pipe Renewal Program.
- Active Sporting Facilities – Colchester Reserve Rugby Pitches.

There are four key Asset Renewal Programs which are the focus of this report (see table below). These programs have been informed by Asset Management Plans adopted by Council, and subsequent forecasting undertaken. During the development of each of these Asset Management Plans, extensive audits were undertaken to establish the condition rating, life expectancy and the amount of funding required to deliver these assets to the community at the desired service level.

Each adopted Plan outlined service level targets to renew the worst condition assets (condition 5 – very poor, and condition 4 – poor) in the optimum achievable time to optimise service delivery, mitigate risk to Council, minimise maintenance costs and establish sustainable rehabilitation programs.

While the focus was ensuring that sufficient renewal funding was available to address the initial backlog, it was recognised that a sustainable level of ongoing funding would be required into the future to ensure Council's asset network continued to remain at an acceptable condition level.

The following table indicates progress to date with these programs and suggests when the initial backlog of condition 5 (very poor) and 4 (poor) assets may be eliminated based on current projected funding and forecasted deterioration rates. In general, Council is maintaining good progress in meeting the target timeframes.

8.1 2015/16 Capital Works Program Delivery Report (cont'd)

ASSET MANAGEMENT PLAN – CAPITAL RENEWAL PROGRESS

Renewal Program	Year Commenced	Asset Category	% network in condition 4 & 5 at initial audit	% network in condition 4 & 5 at most recent audit	Year of most recent audit	Next audit data due	Initial target year for elimination of condition 4 & 5 assets	Comments on progress of renewal program against service targets
1001 Road Sub-Structure and Kerb & Channel	2005/06	Road Pavement	7.8%	1.0%	2015	2019	2016	Initial target achieved in 2015*. Funding now maintained at a level to match deterioration. Future audits will assist in validating this.
		Kerb & Channel	0.1%	0%	2015	2019	2016	Initial target achieved in 2015*. Funding now maintained at a level to match deterioration. Future audits will assist in validating this.
1002 Road Surface	2006/07	Road Surface	19.9%	2.7%	2015	2019	2014	Initial target achieved in 2012*. Aiming to remove condition 3 segments by 2022 in accordance with Road Asset Management Plan targets.
1004 Footpaths	2005/06	Footpath	6.1%	0.1%	2015	2018	2011	Initial target achieved in 2012*. Funding now maintained at a level to match deterioration. Future audits will assist in validating this.
1005 Bicycle / Shared Paths	2005/06	Shared Path	51.6%	3.6%	2014	2017	2020	Initial target achieved in 2011*. Funding now maintained at a level to match deterioration. Future audits will assist in validating this.

* Given the timing of audits relative to the programs of renewal, a result of less than 4% effectively means Council has addressed and contained its backlog assets.

Progress for other asset categories (Buildings, Drainage, Bridges, Carparks, and Playgrounds) will be reported in future years once multiple condition audits have been completed, to validate impact.

Considerable effort has gone into educating officers above the importance of focussing on failed assets in a systematic approach. Council and residents now understand that priority must continue to be given to funding the renewal of the worst condition (category 5 and 4 assets) and that sustained funding is required (even when initial targets have been reached) in order to maintain asset networks at agreed condition levels.

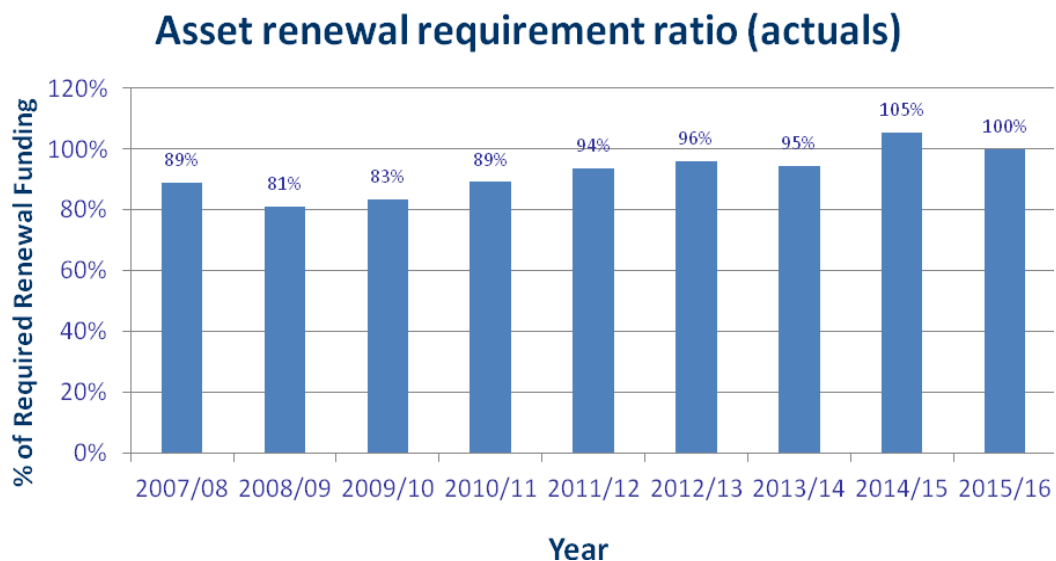
Council has undertaken condition audits in the last two years for the assets listed in the table above. Audit data has proven to be a means of measuring progress against renewal objectives – the data has suggested Council is progressing on or ahead of schedule – while at the same time enabling a revision of future funding requirements. Where initial targets have been met, the focus for Council now becomes addressing those assets that have deteriorated (and continue to deteriorate) in the intervening period. Regular condition audits allow further analysis of data, more detailed financial modelling to occur and assumptions to be validated, all with greater confidence.

8.1 2015/16 Capital Works Program Delivery Report (cont'd)

The Long Term Financial Forecast incorporates asset renewal projections in line with recommendations of the following Asset Management Plans, as well as subsequent renewal modelling:

- Footpath and Shared Path Asset Management Plan
- Road Asset Management Plan
- Building Asset Management Plan
- Drainage Asset Management Plan
- Open Space Asset Management Plan
- Carpark Asset Management Plan
- Bridge Asset Management Plan
- Playground Asset Management Plan
- Street Tree Asset Management Plan

Over recent years, Council has continued to close the funding gap to meet renewal requirements. This is demonstrated in the following graph:



Note: Figures calculated from the ratio of asset renewal *budget* to asset renewal *requirements* (for all asset classes)

Council's goal is to reach a level of asset replacement at an optimum time to minimise risks and maintenance costs, whilst still providing for new infrastructure to meet community needs. While indications suggest that Council is meeting its initial renewal targets, it is important to note that an ongoing commitment to asset renewal funding is required to sustainably manage Council's asset network and ensure overall condition does not deteriorate below accepted standards. Such an approach also ensures that service provision to the community is not compromised. Regular audits and revisions to financial forecasting will ensure that Council's Long Term Financial Forecast continues to reflect appropriate and sustainable funding.

8.1 2015/16 Capital Works Program Delivery Report (cont'd)

There is also the opportunity to incorporate a number of key asset renewal programs as a part of the Developer Contribution Plan Policy work – currently being progressed by Council. This may provide an opportunity to provide an alternative funding source for the management and renewal of Council's assets.

2.4 New/Upgrade Program

The Asset New/Upgrade Program revised budget totalled **\$11.6M** of which **80% was expended or committed**. The expenditure percentage is impacted upon by the need to carry forward **\$3.88M** from 2014/15 for the completion of various asset New/Upgrade works committed and underway.

New/Upgrade projects and programs that were completed or commenced during the year included the following:

New, Upgrade and Expansion Assets

- Walker Reserve – Multipurpose Facility
- Albert Street, Boronia Road, Taylors Lane, Mountain Highway - Murray & Raymond Reserve - Footpaths
- Ferny Creek Trail - New bicycle shared path
- Stud Road and Wellington Road Footpath Bus Stop Connections
- Lakesfield Reserve and Exner Reserve Floodlighting
- Dobson Park Stormwater Harvesting
- Fairpark Reserve and Studfield Shopping Centre – Public Toilets
- Knox Skate & BMX Park Storage/Shade Structure
- Energy and Greenhouse Program - Energy and Water Retrofits in Community Buildings
- Pre School Office and Storage Upgrades
- Preschools and Playground Upgrades – Shade Sail Installations
- The Basin Progress Hall Redevelopment
- Marie Wallace Reserve, Bayswater Masterplan Implementation
- Tim Neville Arboretum lake structure upgrades
- Wally Tew Ferntree Gully Recreation Reserve – Playground Completion
- Mountain Gate Major Activity Centre – Streetscape Works Completion
- Liberty Reserve – Renovation of Playing Surface
- Lakesfield Reserve – Renovation of Playing Surface

2.5 Major Projects Programs

The Major Projects program budget totalled **\$11.27M** of which **\$4.24M was expended or committed**. The program was under-expended due to delays to the commencement of Bulk Street Light Replacement program, ongoing design development to support delivery of the multi-purpose hub facilities at Wantirna South and Bayswater and proposed land purchases by Council which have not yet been completed.

8.1 2015/16 Capital Works Program Delivery Report (cont'd)

2.6 Environmentally Sustainable Development (ESD) Achievements

As required by Council's *Sustainable Buildings Policy*, a summary of ESD elements incorporated into new Council buildings and substantial renovations, renewals and upgrades of buildings in 2015/16 is provided in Section 2.7.

Council facility upgrades, renewals and new projects are to use components that provide at least 25% efficiency improvements over existing standards for both water and energy.

2.7 Implementing ESD in Council Building Projects

Key ESD achievements from the implementation of the ESD policy in the 2015/16 Capital Works Program includes:

Sustainability Initiatives Capital Works Program 2015-16	
Roof Insulation at Alexander Magit Pre School	This project involved the installation of ceiling insulation coinciding with a roof replacement program. An energy audit conducted at the Preschool recommended the replacement and top-up of ceiling insulation at this centre. Due to the shallow roof space, this project was completed when the roof of the centre was being replaced as part of the Asset Renewal Program.
Lighting Replacement program at Knox LeisureWorks 50m Pool lighting	22 inefficient 400Watt lamps were replaced with 150Watt LED lamps during the 50m Pool closure in December 2016. The energy saved from this initiative is estimated to be around \$4,200 per annum. The energy saved - 34,000 kWh is enough to power an average Boronia Home for over 9 years.
Solar Powered Path lighting at Scoresby Village	Installation of six solar powered path lights at Scoresby Village.
Basin Progress Hall upgrade	The upgrade to the Basin Progress Hall included LED lights, as well as Wall and Ceiling insulation (R4.5). The energy efficiency measures will keep the upgraded section cooler in summer and warmer in winter and reduce heating and cooling costs.

2.8 Water Sensitive Urban Design (WSUD) Achievements 2015/16

In accordance with Council's *WSUD Policy* (revised 2015), the *WSUD & Stormwater Management Strategy* (2010), the *Sustainable Water Use Plan* (2008-2015) and the *Drainage Asset Management Strategy* (2010), Knox is embarking on a fully integrated approach to the management of urban stormwater runoff by bringing together drainage solutions that deliver multiple benefits to the community – flood protection, waterway health through *water sensitive urban design* and stormwater harvesting for the preservation of open space assets (active & passive).

8.1 2015/16 Capital Works Program Delivery Report (cont'd)

The following is a summary of construction achievements for 2015/16

Tim Neville Arboretum & Dobson Park Integrated Stormwater Harvesting Scheme (Ferntree Gully).

This project is Knox's first fully integrated stormwater harvesting initiative; and was part funded by the Victorian Government. The integrated approach to this project has resolved flooding of local streets to the rear of the Arboretum by capturing and redirecting this excess water to replenish the arboretum lakes. The protection of the local creeks has been achieved by treating stormwater from the surrounding residential areas. Further, this treated water is stored for irrigation reuse to sustain the Dobson Park oval and the landscapes of the Tim Neville Arboretum.

Consistent with the priority actions identified in the *Tim Neville Arboretum Management Plan* (2008) and the directives of the *Sustainable Water Use Plan*, the project involved:

- enlargement, bank stabilization and clay lining both lakes to prevent water losses;
- diversion of flood flows from local streets into the lakes to maximize water available for irrigation, habitat enhancements and lake amenity;
- replaced potable (drinking) water with treated stormwater for irrigation of the site, providing water savings of approx. \$90,000 p.a.;
- conversion of the 'top' lake into a stormwater quality treatment wetland with 6000+ aquatic plants for water cleansing, wildlife habitat, safe nesting and food supply;
- installation of a seasonally responsive computer program for all pumps and water circulation between the Oval and Arboretum to prevent stagnation, risks of algal blooms, and build site resilience through climate extremes;
- Installation of pathogen (UV) treatment system for public health & safety; and
- new landscape enhancements, seating, paths, boardwalk viewing platforms and new water play area for safe water interactions.

This integrated project combines civil engineering, with freshwater science, and enhanced landscaping to better promote an active and connected community life.

Dobsons Creek Catchment Project Partnership, The Basin

Knox Council (KCC) has been in partnership with Melbourne Water (MW), South East Water (SEW) and The Basin community to improve the health and quality of Dobsons Creek for the last 5 years. This is the first project of its kind nationally. The project is improving the health of Dobsons Creek by disconnecting runoff from roofs and roads entering into the creek.

8.1 2015/16 Capital Works Program Delivery Report (cont'd)

Ecologically, the Dobsons Creek is the highest value waterway within Knox and has attracted approximately \$3.5M of investment from Melbourne Water to date.

A suite of eleven (11) treatment systems on public land have been constructed to treat stormwater runoff, including Wicks Reserve biofiltration system, the Golden Grove tiered raingardens, the Bowen Avenue treatment swale and raingarden, Sheffield Road raingarden and several curb cuts and treatment swales along Basin-Olinda Road. In addition, more than three hundred (300) rainwater tanks have been installed on private properties in the area to date; with 55% plumbed directly to toilets.

A second round offer for the “Tanks for Helping Our Creek” program has recently been completed, resulting in thirty four (34) new private properties harvesting rainwater and diverting it from the creek. This tank program and the partnership with Knox Council recently won an award in the Victorian Stormwater Awards for Excellence (July 2016), for the category of Research & Innovation.

The Dobsons Creek Project is now in its final stages, and as such Council was successful in receiving another Living Rivers Grant from Melbourne Water for a dedicated, part time position (over two years), to technically review and evaluate this five (5) year initiative. The project evaluation commenced in October 2015 and is providing a comprehensive assessment and engagement with project partners (MW, KCC, SEW, residents) and researchers from the University of Melbourne.

At this stage, opportunities for further road disconnections will continue with remaining grant funds. Further, a review of the performance of existing systems has identified some minor remediation works to be completed during 2016-17. Extensive monitoring of the creek's health and performance of the Wicks Reserve biofilter will continue with university researchers for some years to come.

3. CONSULTATION

Communication and decision making is aided by monthly progress briefings with the Executive Management Team and monthly facilitation meetings with Program and Delivery Coordinators.

Timely and ongoing liaison between Council staff and stakeholders is an integral task required to prepare and deliver Council's Capital Works Program.

For projects that may be of particular interest or have potential to impact residents, Council's Communications Department is involved to provide information in the most relevant mode.

Also, prior to the construction phase of the projects, letter drops to affected residents informing of impending works and a Council contact have proven invaluable to inform local residents about upcoming works and to minimise complaints received by Council.

8.1 2015/16 Capital Works Program Delivery Report (cont'd)

4. ENVIRONMENTAL/AMENITY ISSUES

A long term strategic approach to sporting surface maintenance, renewal and construction has continued with the implementation of warm season grasses conversions and the establishment of an ongoing Capital Works Program focussed on delivering sustainable outcomes for structured sports (water harvesting).

The introduction of the Council's Sustainable Buildings Policy, approved 26 April 2013, to succeed the Environmentally Sustainable Development (ESD) Policy, which applies to all new Council buildings and where possible, substantial renovations, renewals and upgrades to Council buildings, enables Council to deliver targets established in the Sustainable Water Use Plan, Greenhouse Action Plan and the Integrated Transport Plan.

5. FINANCIAL & ECONOMIC IMPLICATIONS

Of the Revised Capital Works Program budget **\$49.51M**, a net amount of **\$17.98M** is proposed to be carried forward to the 2016/17 budget to enable the completion of projects committed or underway. This comprises \$8.52M in Major Projects, \$5.58M in Asset Renewal and \$3.88M for New and Upgrade. An additional **\$1.71M** from grants, contributions and trust fund transfers became available after the Quarterly Budget Update.

This investment in Capital Works is also estimated to have increased the Knox Economic output including all direct, industrial and consumption effects by up to \$109 million and increased jobs by 228 (Source: REMPLAN Knox 2016). Finally, the introduction of Developer Contribution Plans (DCPs) has the potential to support Council's investment in Capital Works – particularly in asset renewal. Council is currently working through a process to determine the feasibility of introducing DCPs – which includes asset renewal works.

6. SOCIAL IMPLICATIONS

The timely provision, upgrade and renewal of roads, drains, footpaths and bicycle paths in Knox, such as the Illawarra Avenue, Rowville, Station Street, Ferntree Gully, Golden Grove, The Basin and bicycle paths at Old Belgrave Road Railway, Upper Ferntree Gully and Mountain Highway South facilitate Council's vision of Knox as a Vibrant and Sustainable Built and Natural Environment.

Similarly, the upgrade and renewal of Knox's sporting facilities and reserves such as Colchester Reserve Rugby Pitches promotes community health and well-being.

7. RELEVANCE TO CITY PLAN 2013-17 (INCORPORATING THE COUNCIL PLAN)

The Capital Works Program and its management are consistent with the themes of the Knox City Plan (2013-17).

8.1 2015/16 Capital Works Program Delivery Report (cont'd)

- Theme 1 – Healthy Connected Communities
- Theme 2 – Prosperous Advancing Economy
- Theme 3 – Vibrant and Sustainable Built and Natural Environment
- Theme 4 – Culturally Rich and active Communities

8. CONCLUSION

At the conclusion of 2015/16, Council successfully completed or committed 98% of capital works projects (of the total program of projects).

Council performed well in the Renewal and Legal Requirements Programs where 91% and 100% of the adjusted revised budget was expended or committed respectively.

Some challenges were experienced in the delivery of the New/Upgrade Program where 80% of expenditure was expended or committed. A small number of high value projects have been delayed due to a significant level of project complexity and some external influence from government utilities. Wet weather in the latter part of the 2015/16 financial year hindered progress in several projects.

The establishment of the dedicated Major Initiatives Unit to project manage the planning and implementation of the increasing number of major and complex project initiatives, will assist greatly in delivering projects in the future.

The continued emphasis on asset renewal in order to meet Council's objective to eliminate the backlog, has all but closed the infrastructure renewal gap and achieving a sustainable Renewal Program. Also, the continuation of Council's inroads into environmental and sustainability measures have placed an important and challenging dimension on future Capital Works Programs.

Finally, it is noted that there has been only minimal increase in staff resources to support the delivery of the expanded capital works program (\$37.5m in 2014/15, \$49.5m in 2015/16, \$50.4m in 2016/17). This will need to be closely monitored to ensure existing staff are supported in the delivery of the program – which may include additional resources being brought in as required.

9. CONFIDENTIALITY

There are no confidential issues associated with this report.

Report Prepared By: **Coordinator – Capital Works (Gene Chiron)**

Report Authorised By: **Director – Engineering & Infrastructure
(Ian Bell)**

BAIRD WARD**8.2 PICKETT RESERVE MASTERPLAN**

SUMMARY: *Landscape Architect – Open Space and Landscape Design (Flora Lau)*

This report outlines the proposed Masterplan for Pickett Reserve, Ferntree Gully and is presented for Council's consideration. The plan has been developed through broad community consultation and recommends a direction for the upgrade of the Reserve.

RECOMMENDATION

That Council

- 1. approves the Draft Landscape Masterplan for Pickett Reserve, Ferntree Gully as shown as Appendix A to this report; and**
- 2. refers funding for the implementation of the Stud Park Reserve Masterplan to future budget processes for consideration.**

1. INTRODUCTION

Consistent with Council's Open Space Plan 2012-2022, the preparation of a Masterplan for Pickett Reserve (the Reserve), Ferntree Gully was commissioned by Council in the 2014/15 Capital Works Program.

This report outlines the current status and use of Pickett Reserve, the community consultation process and the development and features of the Draft Masterplan.

2. DISCUSSION**2.1 Location**

Pickett Reserve is located in Ferntree Gully and is bordered by Burwood Highway to the south, Commercial Road to the east and the rear of residential and commercial properties to the north and west. The Reserve, including the Knox Gymnastics Centre and car park, comprises five (5) allotments and a narrow triangle of road reserve abutting the southern boundary. The Reserve is approximately three hectares.

Pickett Reserve plays a prominent role in providing a venue for local community recreation, being situated at the intersection of two major roads and within walking distance of Mountain Gate Shopping Centre.

The Reserve is located on the upper slope of a broad, low ridge, which is orientated northwest to southeast. The southern half of the site adjacent to Burwood Highway has been built-up to create an oval forming a steep slope along the Burwood Highway interface. The remainder of the site is generally flat, with a fall of twelve (12) metres over a distance of two-hundred and twenty (220) metres, from northeast to southwest.

8.2 Pickett Reserve Masterplan (cont'd)

The character of the site reflects Knox's green, leafy image.

2.2 Facilities

Pickett Reserve consists of:

- a sports oval and ancillary structures e.g. scoreboards, coaches boxes, viewing terraces and fencing;
- a sports pavilion adjacent to the oval;
- Knox Gymnastic Centre;
- a local playground;
- cricket practice nets;
- a shelter;
- three car parking areas (a mix of formal asphalt and informal gravel carparks); and
- a number of established trees.

The sports pavilion has a public toilet attached which is accessible during game times. The public toilet is opened and closed by the sports clubs as a part of their tenancy arrangements.

2.3 Use of the Reserve

Pickett Reserve is classified as a Neighbourhood Open Space (Knox Open Space Plan 2012 – 2022) which serves a suburb-scale catchment and accommodates the needs of multiple residents, visitors and community groups.

The Reserve supports a mix of passive and active recreation activities including:

- a large number of programs run by the Knox Gymnastic Club within the Gymnastic Centre;
- cricket and football activities by the Ferntree Gully Footballers Cricket Club and Ferntree Gully Eagles Junior Football Club;
- people walking dogs and/or recreating; and
- families using the playground.

8.2 Pickett Reserve Masterplan (cont'd)

2.4 Environmental Values

Pickett Reserve has been identified, accessed and documented in Council's Sites of Biological Significance in Knox – 2nd Edition, 2010. The Study states:

'the Reserve contains remnants of a regionally endangered ecological Vegetation Class (Valley Heathy Forest) in fair to poor ecological condition due to previous clearing and mowing but with good potential for rehabilitation. The site provides good habitat for forest birds and possums in an area substantially depleted of suitable habitat.'

The fringe of the Reserve has a good cover of remnant vegetation including large indigenous trees. Groundcover is mostly absent due to mowing activities. Ground flora is generally restricted to around the base of remnant trees and recently planted garden beds.

An Arborist's report was commissioned to provide recommendations for tree retention and removal. The report also establishes the habitat and environmental value of the site and provides options for tree retention.

2.5 Planning Provisions

Pickett Reserve is zoned *Public Park and Recreation Zone*.

The Reserve is affected by Environmental Significance Overlay 2. The primary objective of the Overlay is to protect the sites of biological significance identified in '*Sites of Biological Significance in Knox – 2nd Edition*,' 2010. Vegetation protection and appropriate management is of particular importance for the maintenance of both Knox's and Victoria's biodiversity.

A planning permit may be required for removal of certain types of vegetation and for construction activities. Planning permit considerations will be taken into account when detail design is undertaken.

3. CONSULTATION

3.1 Consultation

The Pickett Reserve Masterplan project commenced in February 2016.

Council engaged Landscape Architecture consultancy firm, Playce Pty Ltd to assist in the preparation of the Masterplan.

During the Masterplan process, community consultation was programmed and undertaken in conjunction with Council's Consultant.

The Ward Councillor has been closely involved in the community consultation process, supporting and attending all of the external consultation sessions.

Consultation with project stakeholders consisted of meetings, interviews and surveys and was undertaken from February 2016 to June 2016.

8.2 Pickett Reserve Masterplan (cont'd)

In conjunction with the Ward Councillor, consultation has included:

- Ferntree Gully Footballers Cricket Club;
- Ferntree Gully Eagles Junior Football Club;
- Knox Gymnastic Club; and
- local residents.

On Wednesday 23 March, 2016, the Ward Councillor, Council staff and Council's consultant met with representatives from the Reserve user groups to discuss how Pickett Reserve could be better used and developed to better meet the needs and those of other park users.

A Site Analysis Plan was presented at this meeting which reflected existing conditions and potential improvements.

In March 2016, a bulletin (Refer Appendix B) with an attached survey questionnaire was sent to 950 local households in the vicinity of the Reserve. The bulletin included a site analysis plan and invited feedback from residents on their current use of the Reserve and how it could be better used and developed to meet the community's needs.

The bulletin also acted as an invitation to a community consultation event in the Reserve on Saturday 19 March, 2016.

At this event, Council staff and Council's consultant discussed issues and ideas for Pickett Reserve with ten (10) local residents.

The Site Analysis Plan was presented to this group to help generate discussion around the existing site conditions and potential improvements.

During the consultation process, residents could either return their survey responses directly to Council by mail, hand deliver surveys to the Council offices or contact Council by telephone.

Detailed responses were received from twenty-seven (27) people (Refer to Appendix C for a summary of the survey responses).

3.2 Key issues and opportunities identified

- Reserve user groups and residents generally rated the overall condition of the Reserve as 'reasonable' to 'good'.
- The Reserve currently has a broad cross-section of user groups that are actively involved in the Reserve. Community feedback shows almost half of the activities people were involved in at Pickett Reserve are unstructured recreational uses, including walking, jogging, dog walking and walking through to shops.

8.2 Pickett Reserve Masterplan (cont'd)

- Pickett Reserve is in close proximity to Mountain Gate Shopping Centre located at the intersection of Ferntree Gully Road and Burwood Highway. Bus stops are located nearby along Commercial Road and Burwood Highway, which provide important access to the Reserve particularly for the elderly and young people.
- Pickett Reserve is valued in the community for its open green space and trees which offers breathing space within an otherwise built up residential area.
- Representatives from Knox Gymnastic Club commented that they have around nine hundred (900) members with five-hundred (500) on the waiting list. It is a highly popular facility.
- The football club is one of the largest in Knox with seventeen, junior teams including three girls team. The Club organises junior games on Friday evenings with an average of fifty (50) to eighty (80) people in attendance. The Club hosts presentation nights on Sunday and the average attendance is around hundred (100) to one-hundred and twenty (120) people. The club is considering developing Pickett Reserve as a hub for girls football. The club is anticipating more families and female spectators and members.
- Reserve user groups expressed concerns with the condition of the sports pavilion and identified many functional constraints such as a lack of shower and change room facilities for females and that the toilet facilities are in need of an update. While the concept of upgrading the pavilion was generally supported, it was acknowledged that it would be expensive.
- It was agreed by all clubs that a family friendly area should be established near the pavilion.
- Whilst on-site car parking provision was generally considered adequate, community members raised concerns about parking and traffic issues, particularly along Mossfield Avenue and when sporting events or training is on or during peak use times.
- Concerns were raised about the partly-sealed Gymnastic carpark being over utilised at peak times, resulting in vehicles parking on garden beds. The unsealed section also becomes boggy during winter months.
- The majority of the Reserve users utilise the asphalt driveway to access the Reserve. The secondary entrance, near the bus stop, is often underutilised.
- The existing asphalt crossover into the carpark from Commercial Road has also been identified as inadequate in width to accommodate Reserve traffic at peak use times. The asphalt carpark located behind the pavilion is also considered to be too small to permit adequate circulation; causing delay, confusion and congestion.

8.2 Pickett Reserve Masterplan (cont'd)

- One of the most popular suggestions for the Reserve was to enhance the playground to provide facilities that can be used by children of all ages. Requests have been made to relocate the playground to an area with better surveillance.
- Reserve users expressed a need for improved access throughout the Reserve and greater provision of amenities such as seats, shelter, public toilets, drinking fountains, picnic tables, barbeque facilities and outdoor exercise equipment.
- The football and cricket clubs identified the existing terraced area as being degraded and there is a need to provide improved areas for spectators.
- In winter months, the Burwood Highway side of the oval experiences a moderate level of flooding. The location of Pickett Reserve within the water catchment area makes it a potential site to collect and store water to assist with flood mitigation within the water catchment.
- A number of park users are concerned with overflow stormwater flow near the cricket practice net area. When flooding occurs, gravel is washed from carpark areas onto driveways.
- It was acknowledged by the clubs that nets are not necessary behind the football goals. However, the cricket club and the gymnastic club have identified a need to erect netting to catch over-hitting balls from the oval towards the gymnastic car park and roof.
- The football club has identified that their short and medium term funding focus is on upgrading scoreboard, terracing, new coaches boxes, toilets, showers and the pavilion floor.
- The Cricket Club has identified conflicts around the cricket practice nets with pedestrians walking through the run-up area. A sign has been erected on site as a reminder. The Cricket Club would like to see the fence extended to improve safety.
- The back entrance to the Gymnastics building is deteriorating and in need of repair and possibly re-design to improve access and to improve presentation.
- Accessible car parking should be provided in each parking area.
- Lighting around the oval is considered adequate for training. However, the Clubs would like to see the lighting upgraded for competition.
- Wattleview Primary School does not use the Reserve on a regular basis. They only use it as a meeting point for emergency evacuation.
- The Reserve is subject to a minimal amount of anti-social behaviour such as graffiti on buildings and infrastructures. A number of community members have identified incidents where individuals have climbed onto the cricket practice net to throw debris towards neighbouring properties.
- The community expressed an interest in installing a basketball half-court. It was acknowledged however, that there was no feasible location within the Reserve. Residents are concerned any proposed basketball facility would be too close to houses, potentially generating uncomfortable noise levels.

8.2 Pickett Reserve Masterplan (cont'd)

- A number of community members were concerned with the presentation of the Reserve and suggestions were made to improve fencing and signage along the Reserve frontages. A number of community members have also requested old and obsolete structures, including the sight screen, be removed.
- The community expressed an interest in having a fenced dog off-lead area. It was acknowledged however, that due to existing constraints, the Reserve cannot accommodate an adequately sized dog off-leash area.
- The Clubs would like to see better signage at strategic locations.

The community feedback was integrated into the design of a Draft Masterplan (refer to Appendix A).

Of note, whilst the user groups of the pavilion and the gymnastics building had an interest in the enhancement of their facilities, it was recognised that the masterplan was focusing on the landscape improvements of the site. Any improvements or upgrade of these facilities would be investigated separately to this masterplan.

The Draft Masterplan recognises that the site is a popular asset for the community and it accommodates a wide range of activities.

The Draft Masterplan identifies provisions to support the Reserves current uses and possible future uses, improve access into and through the Reserve, upgrade the playground and the facilities in the vicinity of the playground and improve the sense of amenity.

3.3 The Draft Masterplan

The Draft Masterplan proposes the following:

Community infrastructure and social amenity

- Remove a section of the existing unsealed carpark and establish a new social area. This includes a picnic shelter with tables, barbeques, bins and drinking fountain. The Social area is located in close proximity to the sports pavilion and will provide undercover viewing and opportunities for community gathering.
- Remove the existing playground and provide a new one in a more visible location within the new social area. It is proposed that the playspace be enhanced to cater for a broader range of age groups and includes a variety of equipment and nature play elements. Investigate the erection of fencing to provide a barrier from traffic along Commercial Road. This is consistent with the Knox Play Space Plan (2013).
- Provide terraced seating and ramp connection on the oval embankment that overlooks the oval. The tiered seating will form part of the proposed social area.

8.2 Pickett Reserve Masterplan (cont'd)

- Provide an outdoor exercise equipment station adjacent to the social area to strengthen the space as a family friendly precinct. Provide two (2) additional stations through the Reserve to form a circuit.
- Re-design the pedestrian entry into the gymnastics centre on the oval side to improve accessibility and presentation.
- Additional tree planting within the new playspace is proposed to provide shade and opportunities for nature play.
- Provide more casual seating opportunities around the oval.
- Upgrade existing sports lighting around the oval.
- Install removable protective netting for use during cricket season to protect cars and users of the Knox Gymnastic Centre.
- Erect fencing between the cricket net area and the adjacent pedestrian path to reduce conflict.
- Enhance and develop the physical amenity and visual appearance of the Reserve by:
 - Working with the Reserve user groups to remove and enhance obsolete infrastructure;
 - improving presentation along the frontages and establish a stronger sense of presence at the road intersection through landscape treatment; and
 - introducing Reserve signage at strategic locations to improve identification and navigation around the Reserve.

Access

- Improve connections to and through the Reserve by improving and linking existing paths and constructing new path networks to encourage healthy and active living and promote walking. The path network includes a circuit path around the oval. Trees are to be planted along the circuit path for shade. Investigate opportunity to include distance markers along the circuit path.
- Enhance connections to surrounding footpaths along Burwood Highway and Commercial Road with new accessible ramped paths.
- Improve access between the carparks so Reserve users can share the parking provision during peak times.
- Improve access into and around the existing buildings.

8.2 Pickett Reserve Masterplan (cont'd)

Carparking

- Upgrade the existing asphalt carpark located to the north of the sports pavilion. Upgrade includes re-asphalting, line marking and the provision of additional parking spaces along the driveway where the existing playground is located.
- Improve access to the sport pavilion car park from Commercial Road by constructing a new, wider driveway entry.
- Retain the existing overflow gravel carpark. Increase the capacity of the overflow car park to include the area where the existing shelter is located. Widen and improve access from Commercial Road.
- Overall, the proposal results in no net loss of carparking. The number of spaces will be determined during detail design of the new car parking areas but an indicative one-hundred and fifteen (115) car parking spaces will be provided, subject to further design development.
- Upgrade the existing partially asphalted carpark adjacent to the Knox Gymnastics Centre by asphaltting the existing gravel sections and linemarking to improve circulation and to maximise available space.
- Provide accessible parking spaces near buildings.
- Maintain vehicle access to the eastern side of the sports pavilion for loading purposes.

Stormwater

- Existing carparks have been identified as priority locations to install underground water storage to assist with flood mitigation. The feasibility of installing underground storage is proposed to be investigated separately to this Masterplan.
- Investigate opportunity to improve drainage through carpark areas.

3.4 Further consultation – Changes to the Draft Masterplan

The Draft Masterplan was presented to representatives from the user groups on Wednesday 2 June 2016.

The Draft Masterplan was presented to the public in a second bulletin (Refer Attachment D) delivered to the same 950 properties as the March 2016 bulletin. The bulletin with the Draft Masterplan included the following three (3) questions for further feedback:

1. What do you like about the proposed Draft Masterplan?
2. What would you do differently to the proposed Draft Masterplan?
3. What do you think we should do first to deliver this Draft Masterplan?

8.2 Pickett Reserve Masterplan (cont'd)

The bulletin described key elements of the Masterplan and invited members of the community to attend a second consultation event in the Reserve on Saturday 4 June, 2016. This provided the opportunity for residents to discuss the plan with the Ward Councillor and staff and for those who could not attend, a short survey was included to enable feedback.

Three (3) local residents attended to discuss the Draft Masterplan. Council received written feedback from twelve (12) residents (refer to Appendix E for a summary of the survey responses).

Council received generally positive feedback about the Draft Masterplan, with the following issues identified for further consideration:

- *Widen Mossfield Avenue and introduce no standing Zones to improve circulation*

Officer Response

- Parking and traffic issues have been referred to Council's Traffic and Transport Team.

- *Install nets behind the football goals at the Burwood Highway end to prevent over-hitting balls.*

Officer Response

- Netting was originally proposed but following discussions with the Reserve user groups, netting behind football goals are deemed unnecessary as the oval is generally used for junior games and practice. Removable protective netting is proposed to be erected on the north-western side of the oval during cricket season to protect cars and users of the Knox Gymnastic Centre.

- Install drinking fountains in the park

Officer Response

- Drinking fountains will be included as part of the proposed social area.

- Install solar-powered lighting to light the pathways to encourage after hours use.

Officer Response

- Existing sports lighting around the oval is proposed to be upgraded. This will assist in lighting up the proposed circuit path around the oval.
- It is noted that additional lighting will be needed to ensure a safe path through the rest of the Reserve at night time. Lighting considerations will be taken into account when the detail design is undertaken.

8.2 Pickett Reserve Masterplan (cont'd)

- Install exercise elements

Officer Response

- Three outdoor exercise stations are proposed.

- Install gender neutral toilets

Officer Response

- No new toilets are proposed as part of this Masterplan. The existing toilets, attached to the Sports Pavilion, are managed by the Sports Clubs will be reviewed as part of the ongoing asset renewal program and the development of the Public Toilet Plan. This comment will be considered as part of these processes.

- Do not plant so many new trees

Officer Response

- All trees as shown on the plans are indicative only. Locations and species will be determined, subject to further investigation.

A comprehensive engagement process involving the Ward Councillor, staff, stakeholders, user groups and local residents has informed the design response and the content of the Final Draft Masterplan (refer Appendix A).

Consultation will continue with the local community as part of the implementation of the Masterplan.

4. ENVIRONMENTAL/AMENITY ISSUES

The implementation of this project will have a long-term positive effect on the local amenity and environment by improving Council's assets and providing greater access and improved recreational opportunities to local residents.

Additional planting will increase biodiversity, attract bird life and add to the green leafy character of Knox.

As part of the construction process an Environmental Management Plan, specific to the proposed works, will be developed.

This Plan will include items such as, dust suppression, erosion control, stormwater management and vegetation protection, which will be considered prior to any construction works.

5. FINANCIAL & ECONOMIC IMPLICATIONS

A staged implementation approach will be required for the delivery of the Pickett Reserve Masterplan.

The renewal of the Reserve may be implemented over time and it is estimated that the Masterplan may be best delivered in five (5) identifiable stages of works, as described following:

8.2 Pickett Reserve Masterplan (cont'd)

Stage 1	<ul style="list-style-type: none"> • Demolish existing playground • Remove existing shelter • Construct new playspace and shelter • Extend and upgrade overflow gravel carpark 	\$210,000
Stage 2	<ul style="list-style-type: none"> • Re-surface, extend and line mark existing sports pavilion carpark and driveway, this involves design work and the provision of additional car parking spaces along the driveway. • Build on social area including barbeque facilities and connecting path networks 	\$270,000
Stage 3	<ul style="list-style-type: none"> • Construct concrete circuit path around oval and construct new path access to improve access from Burwood Highway • Install exercise equipment stations 	\$200,000
Stage 4	<ul style="list-style-type: none"> • Upgrade Gymnastics carpark • Improve access to Knox Gymnastic Centre 	\$230,000
Stage 5	<ul style="list-style-type: none"> • Construct terraced seating area on oval embankment • Extend cricket practice net fencing • Upgrade oval lighting • Install remaining paths, exercise equipment, park furniture and tree planting. 	\$160,000
	TOTAL	\$1,070,000

A cost estimate of \$1,070,000 (excluding GST), includes design, project management fees and a contingency allowance. The costing is consistent with projects of a similar nature.

The cost estimate does not include for improvements or upgrade to the pavilion or gymnastics facility. This would be subject to a separate process to the delivery of this masterplan.

Council has approved a capital works budget of \$100,000 in the 2016/17 financial year which will be used to renew the existing playground, should the draft masterplan be endorsed. In addition to these funds, Council has allocated \$100,000 for carpark renewal.

8.2 Pickett Reserve Masterplan (cont'd)

The remaining \$870,000 will be referred to the Capital Works forward program for Council consideration. These works would be eligible for funding from Council's Open Space Reserve.

6. SOCIAL IMPLICATIONS

The local community has a strong sense of ownership of Pickett Reserve and it has the potential to function as a community hub due to its location near Mountain Gate Shopping Centre and a variety of user groups.

Pickett Reserve provides a valuable opportunity for the community to interact and engage in passive and/or active recreation. The Reserve also provides valuable links into neighbouring streets.

The engagement process undertaken by Council has provided an opportunity for interested community members to interact and participate in a process that has resulted in the Draft Masterplan.

7. RELEVANCE TO CITY PLAN 2013-17 (INCORPORATING THE COUNCIL PLAN)

This item has relevance to Council's City Plan 2013 – 2017 incorporating the Council Plan under the key objectives of Theme 1: Healthy, Connected Communities; Theme 3: Vibrant and Sustainable Built and Natural Environments and Theme 4: Culturally Rich and Active Communities.

This item supports the objectives of providing quality opportunities for leisure and recreation and providing high quality infrastructure for the benefit of the Knox community.

The following Council documents were used to inform the development of the Masterplan:

- Knox City Council 2008/2018 Sustainable Environment Strategy;
- Knox Open Space Plan 2012 - 2022;
- Knox Play Space Plan 2013;
- Knox Leisure Plan 2014 - 2019; and
- Water Sensitive Urban Design Policy.

8.2 Pickett Reserve Masterplan (cont'd)

8. CONCLUSION

The Pickett Reserve Draft Masterplan has been developed in consultation with the local community, who have indicated their support for the proposal.

The Draft Masterplan is consistent with the Knox Open Space Plan 2012-2022.

Implementing the Draft Masterplan will ensure that the local community has access to quality passive recreational opportunities and the green and leafy character of Knox is enhanced and maintained for current and future generations.

9. CONFIDENTIALITY

There are no confidential issues associated with this report.

Report Prepared By: Landscape Architect - Open Space & Landscape Design (Flora Lau)

Report Endorsed By: Manager – Community Infrastructure (David Yeouart)

Report Authorised By: Director - Engineering and Infrastructure (Ian Bell)

8.2 Pickett Reserve Masterplan (cont'd)

The following reports are circulated under separate cover:

Appendix A - Draft Masterplan

Appendix B - Community Survey - March 2016

Appendix C - Consultation Summary

Appendix D - Draft Masterplan May 2016 & Community Survey

Appendix E - Response to Pickett Reserve Draft Masterplan Consultation Summary

ALL WARDS**8.3 REVIEW OF AT CALL HARD WASTE SERVICE**

SUMMARY: *Waste Management Coordinator (Geoff McMeeken)*

This report assesses the effectiveness of the At Call Hard Waste Collection Service introduced in July 2014 and recommends continuation of the service, including the improvements introduced over the last twelve months.

RECOMMENDATION

That Council

- 1. receives and notes this report presented, as resolved by Council on 23 June 2015;**
- 2. continue the at call hard waste collection service, including the service improvements implemented over the last twelve months as detailed in this report, for the balance of the initial contract term to 30 June 2018; and**
- 3. receives a report at the December 2017 Council meeting that:**
 - assesses the effectiveness of the at call hard waste collection service; and**
 - considers either extending Contract No. 2000 – Waste Collection Services, Non Bin Based Hard and Green Waste Services through take up of the first twelve month extension option or proposes an alternate hard waste service requiring re- tendering of the non bin based hard and green waste service.**

1. INTRODUCTION

Council introduced an at call hard waste collection service effective from 1 July, 2014, under contract for a four year term with the option of 3 No. twelve month extensions at Council's discretion. Prior to this, a twice yearly scheduled hard waste service was provided.

At Council's request, a Call Up Item report was presented to the June 2015 Ordinary Meeting of Council that assessed the effectiveness of the at call hard waste service. A copy of this report is attached as Appendix A.

In considering this report the following was resolved:

That Council:

- 1. receives and notes this Call Up Item report as resolved by Council on 24 March, 2015, in relation to Council's Hard Waste Service;*

8.3 Review of At Call Hard Waste Service (cont'd)

2. *implement the service changes and process improvements identified in this report in relation to the management of hard waste;*
3. *continue to promote Council's Hard Waste Collection Service to new property owners and occupiers by providing information in the Council's New Resident's Kit and to provide relevant information to new tenants through the provision of information to local real estate agents;*
4. *provide the option of providing for a group booking and collection service for retirement villages and multi-unit developments where a Centre Management, Body Corporate or Owners Corporation is in place; and*
5. *receive a further report in August 2016 that assesses the effectiveness of the At Call Hard Waste Collection Service introduced in July 2014, including any recommendations for further service enhancement.*

This report addresses the resolution of the June 2015 Ordinary Council Meeting in relation to the At Call Hard Waste Collection Service.

2. DISCUSSION

2.1 Overview of the At Call Hard Waste Collection Service

The at call service has been in place since 1 July, 2014. In view of the significant increase in patronage over the two years of the service, the table below is separated into each year of the service.

	2014-15	2015-16	% change
Number of hard waste bookings	20,584	27,783	35%
% received by phone or contact centre	59.9	55.0	-8.2%
% received online	40.1	45.0	12.2%
Hard waste collected (tonnes)	4,337.5	6,609.3	52.4%
Mattresses collected (number)	6,248	8,762	40.4%
e-waste collected (tonnes)	84.3	117.1	38.9%
Fridges collected (tonnes)	29.3	103.9	254.6%
Salvageable goods collected (tonnes)	12.9	16.9	31.0%
Customer requests/complaints received	800	562	-29.7%
Cost to provide the service (including landfill levy)	\$1,075,986	\$1,614,609	50.1%

A more detailed review of the hard waste bookings by month and suburb is provided as Appendix B.

8.3 Review of At Call Hard Waste Service (cont'd)

The at call hard waste collection service had a 35% increase in bookings and associated cost between 2014/15 and 2015/16 which also resulted in significant increases in the quantities of various materials collected and either disposed to landfill or recycled.

There has been no cost increase in the administrative tasks of registering the bookings, sending out booking confirmations and general enquiries which are handled through Council's Customer Service Department.

Despite the significant increase in use of the service the number of complaints received has not increased. The number of complaints and compliments received relating to the at call service is provided in Appendix C.

2.2 Overview of Service Changes and Process Improvements

The report presented to the June 2015 Council Meeting proposed the following service improvements to the at call hard waste collection service. Council resolved at the meeting that they be implemented.

- 2.2.1 Maintain collection for 52 weeks of the year in lieu of stopping for two weeks between Christmas and New Year, as was done in 2014/15.

Officer comment: The collection service was available to residents for the entire 52 weeks of the 2015/16 year and this will continue for the remainder of the contract.

- 2.2.2 Collection contractor to note properties that have hard waste out. Council to generate booking for that property and if not already booked will be added to the bookings list. Letter to be sent to property advising that the hard waste will be cleared and will count as a booking against that property. For unit developments the booking may count against all properties unless the offending unit is identified.

Officer Comment: Council's hard waste collection contractor was engaged under a contract variation to provide a weekly inspection of Council's Main, Link and Collector roads (being high profile roads) to record properties that had hard waste out without a "booked" sticker.

Those properties identified as not having a booking were sent a letter advising that the material would be collected the following week and it would count as a booking against the property. This service commenced on 3 August, 2015 and the following results were obtained.

- i) Council received 26,137 hard waste bookings during this period.
- ii) 528 properties were identified as having hard waste out that had not been booked.
- iii) The cost to provide the hard waste service during this period was \$1,497,745.

8.3 Review of At Call Hard Waste Service (cont'd)

- iv) The cost to provide the hard waste service during this period was \$1,497,745.
- v) The cost to provide the additional inspection service was \$26,800 being \$17,100 contractor costs and \$9,700 Council administration costs which represents 1.8 % of the scheduled cost.

- 2.2.3 Council to generate booking against property if complaint received of hard waste being out for longer than two weeks and no booking has been made. Letter to be sent to property as listed above.

Refine procedure for dealing with residents who place hard waste out with a booking or leave non acceptable material out.

Officer Comment: The process described at 2.2.2 has also been applied to complaints received from the Knox Community for hard waste that has been placed out without a booking.

This has also resulted in an enhancement of Council's procedure for dealing with residents who placed hard waste out without a booking changing. Previously Council wrote to the resident to require the hard waste be removed within seven days. Failure to do this would then involve an Infringement Notice process being initiated through the Local Laws team. This often resulted in hard waste being out for several weeks.

The revised procedure is now to write to the resident to advise that the hard waste will be removed within the next two weeks and will count as a booking against the property. This ensures that the material is removed within two weeks of Council being notified and also does not involve the resources of the Local Laws team.

- 2.2.4 Booking confirmation letter to be amended to advise resident; if this is the first or second hard waste booking for the property for the financial year; confirm the booking week begins on a Monday and that material must not be placed out more than two days prior to that date; and indicate that booked collections cannot be cancelled.

Officer comment: A copy of the booking confirmation letter, that is sent to residents once a hard waste booking is made, is attached as Appendix D which confirms the above amendments.

- 2.2.5 Continue to promote Council's Hard Waste Collection Service to new property owners and occupiers by providing information in the Council's New Resident's kit and to provide relevant information to new tenants through the provision of information to local real estate agents.

Officer Comment: Council's Communication Team is currently preparing an updated "New Resident's Kit" which will provide an overview of the Council services available to Knox residents.

8.3 Review of At Call Hard Waste Service (cont'd)

In view of delays in completing this project the Communications Team are producing a brochure that relates to Council's Waste Services only, in particular the hard waste service, which will be provided by Council to local real estate agents for inclusion in advice to new tenants.

This is proposed to be implemented in October/ November 2016. This will assist residents in rental properties who may not be aware of or familiar with Council's hard waste service or have not received Council's waste guide.

- 2.2.6 Provide the option of providing for a group booking and collection service for retirement villages and multi-unit developments where a Centre Management, Body Corporate or Owners Corporation is in place.

Officer comment: The option of having two collections where all residents place their items out for a specific collection date has been made available to retirement villages and multi unit developments. This has the advantage of limiting the waste vehicle access within the complex to twice per year. To date nineteen complexes have taken up this option.

3. CONSULTATION

Consultation was undertaken with the Waste Management, Customer Service and Communications Departments at Knox Council and WM Waste Management Pty Ltd, who are contracted to provide the hard waste service at Knox Council.

4. ENVIRONMENTAL/AMENITY ISSUES

The collection, transport, recycling and/or disposal of hard waste from within the municipality has significant environmental and amenity issues, particularly in relation to the disposal of residual waste to landfill. Under the current contract the contractor pays for the disposal of waste when managing both the hard and green waste collections so there exists incentives for the contractor to recover/recycle waste stream materials.

5. FINANCIAL & ECONOMIC IMPLICATIONS

The budget for the first year of the new service (2014/15) was \$1.091m plus \$328,000 for the Landfill Levy for a total of \$1.419m. The actual expenditure for 2014/15 was \$807,425 plus \$260,497 for the Landfill Levy, for a total of \$1,068m. This represented a saving of \$351K. Based on the saving for year one, it was determined to set the budget for 2015/16 for the hard waste service (including the landfill levy component) at \$1,287,000.

8.3 Review of At Call Hard Waste Service (cont'd)

The hard waste service expenditure from 1 July, 2015, to 30 June, 2016, is \$1,614,609. (This consists of \$1,159,492 for the collection and disposal component and \$455,117 for the landfill levy component). It is anticipated that the increase is in part due to the high level of community interest in the service, including through the local media, in mid 2015 and mid 2016.

The budget allowed for in 2016/17 is \$1,278,000 plus the landfill levy component of \$370,100 for a total of \$1,648,100.

An amount of \$18,500 for the additional hard waste inspection service has been included in the 2016/17 budget.

6. SOCIAL IMPLICATIONS

The waste management service, including the hard waste collections provided by Council to the Knox community is viewed as very positive as is evidenced by the high community satisfaction levels achieved in the Local Government Community Satisfaction Survey prepared by the Department of Environment, Land, Water and Planning and in the survey of residents conducted in the development of the Knox Waste Management Plan 2014-2021.

7. RELEVANCE TO CITY PLAN 2013-17 (INCORPORATING THE COUNCIL PLAN)

The relevant City Plan objective falls within the theme of Vibrant and Sustainable Built and Natural Environments with the objective being *'The changing needs of a diverse community are supported through planned growth and change in housing and infrastructure that respects both built form and natural systems, as well as resource availability'*.

The indicators for this objective relate to household waste management, in particular household waste generation and household waste recycling.

The provision of Council's hard waste service has the objective of reducing waste being disposed to landfill through the recovery and re-use of waste items.

8. CONCLUSION

Council introduced an at call hard waste collection service effective from 1 July, 2014, for a four year term with the option of 3 No. twelve month extensions at Council's discretion.

Following community feedback a report was presented to the June 2015 Council meeting which assessed the effectiveness of the twice yearly at call hard waste service in comparison to the previous twice yearly scheduled service.

8.3 Review of At Call Hard Waste Service (cont'd)

In response to this report a number of service changes and process improvements were implemented for the hard waste collection service.

The improvements to the service were aimed at better management of hard waste that is placed out without a booking which has been achieved by reducing the amount of time that the material is on the naturestrip. Hard waste out for several weeks generates the highest number of complaints for the service. Council is now actively inspecting for hard waste piles that are not booked and is then arranging collection within two weeks of being made aware, either through the inspection service or resident complaints.

Improvements in informing residents on the appropriate use of the service have also been made in the correspondence sent in response to booking a collection.

Further improvements are proposed in informing residents in rental properties about Council's hard waste service as they have a frequent need for the service but may not receive Council's waste guide which explains the booking process.

The at call hard waste collection contract has completed two years of the four year initial contract term and in that time the service has proven very popular with residents with a 35 % increase in bookings between the first and second years of the service. Complaints are still being received about the service, mainly concerning the appearance of hard waste across the municipality for the whole year rather than being out for a set period as was the case with the scheduled service.

These complaints are reducing in frequency which can be attributed in part to the service improvement measures introduced in relation to unbooked hard waste and also more of an awareness and acceptance by the community of the service. This reflects the experiences of other Councils that have changed from a scheduled to an at call service.

Council is obligated to continue the at call hard waste service contract to the expiry of the initial contract term being to 30 June, 2018. By 31 December, 2017 (six months prior to expiry of the initial term) Council is required to advise the contractor if the first of the twelve month extensions will be offered.

It is recommended that a report be presented to the December 2017 Council meeting that assesses the effectiveness of the at call hard waste collection service. The report would also consider either extending Contract No. 2000 – Waste Collection Services, Non Bin Based Hard and Green Waste Services through take up of the first of the twelve month extension options or proposes an amended hard waste service which would require re-tendering of the non bin based hard and green waste service.

It is also recommended that the service improvements introduced be continued until the expiry of the initial contract term being 30 June 2018.

8.3 Review of At Call Hard Waste Service (cont'd)**9. CONFIDENTIALITY**

There are no confidential issues associated with this report.

***Report Prepared By: Waste Management Coordinator
(Geoff McMeeken)***

***Report Authorised By: Director – Director Engineering & Infrastructure
(Ian Bell)***

8.3 Review of At Call Hard Waste Service (cont'd)

The following appendices are circulated under separate cover:

Appendix A - Council Report 23 June 2015

Appendix B.1 - Hard Waste Bookings 2014-2015

Appendix B.2 - Hard Waste Bookings 2015-2016

Appendix C - Customer Response Requests for Hard Waste Service

Appendix D - Residential Hard Waste Collection Booking Confirmation

ALL WARDS**9.1 APPLICATIONS TO SPORT AND RECREATION VICTORIA'S 2017-18 COMMUNITY SPORTS INFRASTRUCTURE FUND PROGRAM**

SUMMARY: *Team Leader Leisure Development (Daniel Clark)*

This report provides a summary of the opportunities for partnership funding through Sport and Recreation Victoria's 2017-18 Community Sports Infrastructure Fund Program.

RECOMMENDATION

That Council

- 1. Endorse the submission of five projects to Sport and Recreation Victoria's 2017-18 Community Sports Infrastructure Fund Program as outlined in Section 5 of this report;**
- 2. Endorse the allocation of funding through the preparation of Council's 2017-18 capital works budget, to provide the required financial contribution towards the projects if the submissions are successful; and**
- 3. Note the proposed community financial contributions totalling \$150,000 across the five projects.**

1. INTRODUCTION

Sport and Recreation Victoria's 2017-18 Community Sports Infrastructure Fund Program provides Councils with financial assistance to provide high quality and accessible community sport and recreation facilities across Victoria.

Through the funding programs, the Victorian Government, in conjunction with Local Government Authorities and community groups, aims to respond to the grass roots needs of local communities through the development of quality sport and recreation facilities.

The application process for 2017-18 is divided into two stages, with an initial Project Proposal stage followed by a Full Application stage. As noted in a memorandum to Councillors on 10 May 2016, Council officers submitted six applications for further consideration as part of the initial Project Proposal stage.

On 20 July 2016, Council was advised that of the six applications submitted, five were successful in progressing to the full application stage. A summary of the outcomes received during the first stage can be found in the table below.

9.1 Applications to Sport and Recreation Victoria's 2017-18 Community Sports Infrastructure Fund Program (cont'd)

Category	Project	Proposed Budget	Full Application
Small Aquatic Projects	UV Filter for 50m Pool at Knox Leisureworks	\$80,000 \$40k Council and \$40k SRV	No
Minor Facilities	Floodlighting Upgrade at Schultz Reserve	\$250,000 \$100k SRV, \$75k Council, \$50k AFL and \$25k Club	Yes
Minor Facilities	Floodlighting Upgrade at H.V. Jones Reserve	\$250,000 \$100k SRV, \$75k Council and \$75k Club	Yes
Cricket Facilities	Surface Upgrade at Lewis Park Reserve	\$440,000 \$100k SRV and \$340k Council	Yes
Female Friendly Facilities	Internal Pavilion Upgrade at Schultz Reserve	\$200,000 \$100k SRV and \$100k Council	Yes
Planning	Future Proofing Pavilions Strategy	\$60,000 \$30k SRV and \$30k Council	Yes

Council officers have already commenced work on the five Full Applications, which need to be submitted electronically by 31 August 2016.

2. DISCUSSION

2.1 Determination of Applications

To determine the nature of the applications being submitted, Council officers undertook the following steps:

- Identified highly ranked projects as determined via an assessment through the Program 1008 (Active Open Space) and Program 4000 (Structured Sporting Facilities) business case preparation process;
- Applied Sport and Recreation Victoria's assessment criteria and eligibility requirements to the projects determined through the above processes; and
- Discussed the financial contributions required from community sporting groups, in accordance with Council's Sporting Club Financial Contributions Towards Reserve Developments Policy.

Of the proposed projects identified, three were already listed for future delivery as part of various five-year capital works plans. These included:

- Program 4000 – Floodlighting Upgrade at H.V. Jones Reserve
- Program 4002 – UV Filter for 50m Pool at Knox Leisureworks
- Program 1008 – Surface Upgrade at Lewis Park Reserve

9.1 Applications to Sport and Recreation Victoria's 2017-18 Community Sports Infrastructure Fund Program (cont'd)

The two proposed projects at Schultz Reserve, one of which from the Female Friendly funding category, were put forward for consideration despite not currently being listed on Council's proposed five-year capital works program. This was due to the Knox Women's Football Club being awarded a license (one of just 10) to participate in the newly established Women's Victorian Football League. The Club also fields teams in the reserves competition, as well as three junior teams (under 12, under 15 and under 19). The provision of a clear development pathway for females wishing to play the highest level of football possible is supported by Sport and Recreation Victoria and the projects were proposed to adequately meet the needs of the growing club.

The final proposed project would see an assessment undertaken of all Council sporting pavilions, to assess the suitability of each against the Disability Discrimination Act (DDA), Building Code of Australia (BCA) requirements, best practice universal design principles (i.e. disability access), and functionality and usage of the space. It will take into account the Community Facilities Planning policy and the alternative building structures report. The results of the project and recommendations will be used to guide future pavilion upgrade planning and renewal through Capital Works Programs 1007 and 4000.

2.2 Overview of Proposed Projects

A brief overview of the five proposed projects being submitted as part of the Full Application stage can be found below.

Floodlighting Upgrade at Schultz Reserve

The level of lighting currently available on site for community users is of a very poor standard, with just three small floodlights on top of the pavilion lighting approximately 30% of the playing surface. This causes significant risk to evening users of the facility, as well as severely limiting the type of training activities available for player development.

The proposed project will see the installation of four new light towers, each containing five energy-efficient LED floodlights to deliver a 100-lux lighting solution across the football field.

Floodlighting Upgrade at H.V. Jones Reserve

The level of lighting available on site for community users is of a poor standard, with just four floodlights affixed to two poles at the southern edge of the reserve being available. This limited level of lighting ensures the two soccer pitches at the reserve are not available for evening usage, with all training activities occurring within a small training space located just south of the pitches.

9.1 Applications to Sport and Recreation Victoria's 2017-18 Community Sports Infrastructure Fund Program (cont'd)

The proposed project will see the installation of four new light towers, each containing six energy-efficient LSG floodlights to deliver a 100-lux lighting solution across the two soccer fields and training space. During 2015/16 the playing surface was upgraded to accommodate additional usage.

Surface Upgrade at Lewis Park Reserve #1

The condition of the playing surface on this oval is very poor, with minimal amounts of grass being present. The surface is essentially a mixture of weed and barren (dirt) patches. The sub-surface irrigation system is in a state of disrepair and the drainage system also needs to be upgraded. The current state of the facility poses a risk to all users.

The proposed project will see the main oval at Lewis Park Reserve redeveloped. Works will include minor realignment, levelling and shaping, new drainage, new irrigation and establishment of new warm season grass.

Internal Pavilion Upgrade at Schultz Reserve

The condition of the change amenities within the pavilion at the reserve are not inclusive in nature and require upgrade. The urinals within the toilets are not female friendly, nor are the open shower areas. The umpire's room doesn't have a toilet or shower included within, and there are also extensive accessibility issues on site (i.e. no ramp from the pavilion to the oval).

The proposed project will see cubicles installed within each toilet, cubicle showers within each amenity area, removal of urinals, installation of a cubicle toilet and shower within the umpire's room and installation of a new accessible path between the pavilion and the oval.

Future Proofing Pavilions Strategy

The condition of numerous sporting pavilions within the municipality are either not suitable for the type of usage occurring on site, or fail to meet requirements of the Disability Discrimination Act (DDA) and Building Code of Australia (BCA). The proposed project will see an assessment undertaken of all Council sporting pavilions, allowing for consideration of alternative building structures and the Community Facilities Planning Policy. The recommendations will be used to guide future pavilion upgrade and renewal works.

9.1 Applications to Sport and Recreation Victoria's 2017-18 Community Sports Infrastructure Fund Program (cont'd)

3. CONSULTATION

3.1 Sport & Recreation Victoria Officers

Council officers have met with Sport and Recreation Victoria officers to seek feedback on each of the proposed projects and the feedback received on all five was positive and supportive. Following this discussion, a tour was arranged to inspect the facilities where the projects are being proposed. This tour helped highlight the issues currently being experienced on site in order to further justify the need for funding support.

3.2 Recreation & Leisure Liaison Group

Council's Recreation Leisure and Liaison Group was advised of the application process and proposed projects at its meeting of 6 July 2016. The Group members were supportive of all applications.

3.3 Community Sporting Clubs

Prior to, and throughout the preparation of the Project Proposals submitted, community sporting groups which tenant the facilities where projects are being proposed were consulted, with the project scope and funding requirements being discussed and agreed upon.

It's important to note that the funding ratios outlined in Section 5 of this report have been confirmed via Memorandum of Understandings and letters of support. Should the funding submissions be successful, formal funding agreements will be signed prior to confirmation of Council's 2017-18 budget.

4. ENVIRONMENTAL/AMENITY ISSUES

The provision of Sport and Recreation Victoria's 2017-18 Community Sports Infrastructure Fund program assists Council and community groups to improve and/or address amenity issues at Council's sporting facilities.

The proposed projects will provide sport and recreational activities that suit all ages, interests and abilities and encourage an active and inclusive community within Knox.

9.1 Applications to Sport and Recreation Victoria's 2017-18 Community Sports Infrastructure Fund Program (cont'd)

5. FINANCIAL & ECONOMIC IMPLICATIONS

A summary of the funding contributions for the five applications is outlined in the table below:

Project	Council	SRV	Community
Floodlighting Upgrade at Schultz Reserve	\$75,000	\$100,000	\$75,000
Floodlighting Upgrade at H.V. Jones Reserve	\$75,000	\$100,000	\$75,000
Surface Upgrade at Lewis Park Reserve #1	\$340,000	\$100,000	-
Internal Pavilion Upgrade at Schultz Reserve	\$100,000	\$100,000	-
Future Proofing Pavilions Strategy	\$30,000	\$30,000	-
Total	\$620,000	\$430,000	\$150,000

Council's funding contribution towards each project would be determined as part of the 2017-18 draft budget preparation.

The \$250,000 required for the two floodlighting and internal pavilion upgrade projects would be sought through new and upgrade Program 4000 (Structured Sporting Facilities), whilst the \$340,000 required for the surface upgrade would be sought through renewal Program 1008 (Active Open Space). It is important to note that the \$340,000 for the surface upgrade is already listed within Council's forecast renewal budget. The \$30,000 commitment to fund the Future Proofing Pavilion Strategy has been identified in the Knox Leisure Plan (2014-2019) and would be sought through operational funding.

6. SOCIAL IMPLICATIONS

The proposed projects would deliver a number of social benefits to the community, including:

- Improved access to quality sport and recreation opportunities, particularly for sporting populations being encouraged by Council (i.e. youth and women);
- Greater connectivity for individuals to engage within community based projects;
- Maximise the use of community and Council facilities; and
- Greater capacity for local organisations to deliver activities and programs to the Knox community.

9.1 Applications to Sport and Recreation Victoria's 2017-18 Community Sports Infrastructure Fund Program (cont'd)

7. RELEVANCE TO CITY PLAN 2013-17 (INCORPORATING THE COUNCIL PLAN)

This report is consistent with all of the following themes and objectives listed in the City Plan 2013-17:

Healthy, Connected Communities

- The Knox community benefits from good health and wellbeing at all life stages.
- A safe community with strong community connections and where learning and volunteering are valued and supported.

Prosperous, Advancing Economy

- Improve local opportunities for people to live, work, learn and play in Knox.

Vibrant and Sustainable Built and Natural Environments

- The changing needs of a diverse community are supported through planned growth and change in housing and infrastructure that respects both built form and natural systems, and resource availability.

Culturally Rich and Active Communities

- Increase use of public spaces and infrastructure for the purposes of cultural expression and physical activity.

Democratic and Engaged Communities

- Improve community leadership and participation in Knox.

8. CONCLUSION

The submission of the five applications to Sport and Recreation Victoria's 2017-18 Community Sports Infrastructure Fund program provides an opportunity for Council, State Government and community groups to partner together and deliver quality sport and recreation facilities for the Knox community.

9. CONFIDENTIALITY

There are no confidentiality issues within this report.

Report Prepared By: *Team Leader - Leisure Development
(Daniel Clark)*

Report Authorised By: *Director - Community Services
(Kerry Stubbings)*

ALL WARDS**9.2 KNOX YOUTH COUNCIL EVALUATION**

SUMMARY: *Team Leader - Counselling and Support / Youth Participation and Policy (Pip Smith)*

This report provides Council with the findings for the evaluation of the current Knox Youth Council (KYC). The report identifies the strengths and opportunities in the current model and provides options for future activities to ensure Council continues to engage and hear from young people across the City of Knox.

RECOMMENDATION

That Council:

Consider the findings of the Knox Youth Council evaluation;

- 1. Support combining Council's two youth focused Advisory Committees into one; and**
- 2. Support the further development of future youth consultation models and youth action groups as outlined in 2.2 of this report.**

1. INTRODUCTION

The Knox Youth Council (KYC) originated from Council's 'Youth Plan 2001-2003'. The Plan identified that Council needed to ensure the interests of young people in Knox were being represented and their views were being considered in the planning, coordination and provision of services delivered by Council.

The current KYC model was endorsed at a Strategic Planning Meeting on 13 August 2002. The model allowed for up to 20 young people aged between 12 and 25 years to be involved in KYC for a term of two years.

Since 2002, over 100 young people from across the municipality have participated directly in KYC, with countless more being involved in events and consultations delivered by the group. KYC has provided a youth perspective on a range of issues raised by Council departments, State and Federal governments and community organisations. There have been many positive outcomes for KYC participants including a greater understanding of Council, increased civic participation and gaining life and employment skills (see Appendix A).

Over the last six years however, general engagement levels in KYC have declined significantly. Feedback from participants has indicated that the two year commitment, the formal structure of meetings and the advisory committee role does not align with many young people's ideas of how they would like to be active in their communities.

9.2 Knox Youth Council Evaluation (cont'd)

It is also important to ensure that Council's youth programs continue to be aligned with the *Council Plan*, the *Knox City Council Youth Charter* (Appendix B) and the *Knox Youth Strategic Plan 2012-2017*, which prioritises 'providing processes that encourage youth participation across Council and the broader community'. The Knox City Council Youth Services- Service Plan approved in December 2014 (Appendix C - referred to as the 'Service Plan') includes the staged evaluation of key youth programs delivered by Council. These strategic drivers, together with the need to consider efficient resource allocation, contributed to Council officers requesting a deferment of the ongoing KYC Advisory Committee and an evaluation of the model.

On 22 January 2016, Council approved the deferment of KYC for a period of six months to enable an evaluation of the current model as a mechanism for consultation and development of young people in the City of Knox.

The evaluation focused on 'building the capacity of young people to become actively involved and empowered within the community', which is one of the service outcomes identified in the Service Plan. The process also aimed to determine if the key objectives for KYC were still relevant to young people and if the current model was meeting these objectives in the most effective and efficient way. A summary of the evaluation outcomes is provided in Appendix A.

At the 12 July 2016 Issues Briefing meeting, broad support was expressed for activities that will increase the leadership and skills of young people and increase civic engagement.

2. DISCUSSION

2.1 Evaluation Process

The evaluation process for KYC involved the following four components:

1. Develop a program model for the KYC, as it is currently being delivered;
2. A focus group with past KYC members;
3. A focus group with Council staff from various departments; and
4. A snap shot mapping of local and national youth advisory models.

2.1.1 Program modelling (Program Logic)

The Knox Youth Council Program Logic (PL) (Appendix D) is based on the delivery of the current KYC. It allowed staff to consider the objectives stated in the original Council report, the six objectives listed in the Term of Reference (Appendix E) and the current program. For the purposes of the evaluation these were consolidated into three key objectives:

9.2 Knox Youth Council Evaluation (cont'd)

1. *Council to hear from young people;*
2. *Young people to have opportunities to influence decisions that impact their lives; and*
3. *Provide opportunities for young people to develop skills.*

The PL also detailed the level of resourcing and activities required to deliver the current model of KYC. This was an important consideration when examining the amount of staff time and resources contributing to program delivery. These details assisted with identifying efficiencies for proposed future activities.

2.1.2 Focus group with KYC participants

The focus group was held at the Civic Centre on 20 April 2016. Twenty-two previous KYC participants representing all seven groups since 2002 provided feedback about their experiences during the program and since completion.

The participants also considered the key objectives of KYC. In response to **Objective 1: Council to hear from young people**, previous participants identified that due to timing and processes they did not always experience feedback or 'closing of the loop' regarding their input. This is an important consideration for future engagement activities with young people.

In response to **Objective 2: Young people to have opportunities to influence decisions that impact their lives**, many participants felt they had a voice in KYC and were able to represent the views of other young people. However, as KYC is an advisory committee, the scope for young people to learn, gain skills and see value in their own contributions through action is limited.

Overall the feedback indicated that whilst these two objectives were being met by the current model of KYC to some degree, there is scope for improvement in a number of delivery areas.

In relation to **Objective 3: Provide opportunities for young people to develop skills**, feedback indicated that this was a significant factor in all participants' experiences of KYC and these types of skills are outlined in Appendix A.

The participants clearly articulated the following positive aspects of the program:

- Opportunities to meet new people in their community;
- Learning more about how Council and local government works;
- Opportunities to contribute to plans and policies for the community;

9.2 Knox Youth Council Evaluation (cont'd)

- Learning more about community resources/ gaining support from Youth Services staff;
- Gaining experience in leadership, team work, public speaking, project/ event management;
- Opportunities to consult with other young people in the municipality and represent their opinions to Council; and
- Exposure to new experiences such as delivering presentations, volunteering at community events, attending conferences, visiting and being sister City of Yarriambiack.

The focus group also highlighted the following challenges:

- A monthly commitment for two years is significant during times of transition for many young people (in relation to school, employment, family situations);
- Young people want to create something and see the results or impact of their contribution which is not the role of an Advisory Committee;
- The formal Committee structure which has a number of governance requirements does not appeal to some young people as it requires a high level of literacy and comprehension which can limit participation;
- The 12-25 age group can be too broad for some sensitive discussions, such as sexual health or alcohol and substance misuse;
- Limited feedback mechanisms to update KYC on the outcomes of consultations by Council staff; and
- No regular contact with Councillors.

2.1.3 Internal focus group with staff and previous KYC facilitator reflections:

The internal focus group was held on 21 April 2016, with seven participants. The findings from this activity together with observations from previous KYC facilitators reinforced the value and importance of the key program objectives. However staff were more inclined to reflect on their experiences with KYC in terms of the limitations posed by the current model. These can be summarised in the following:

- The need for Council staff to more consistently utilise community engagement principles when consulting with young people;
- Acknowledging that KYC is only one group of young people and other consultation methods need to be considered to capture the diversity of young people in Knox; and

9.2 Knox Youth Council Evaluation (cont'd)

- The need to balance available resources with the declining participation rates of KYC over the last six years. Further details of the current resourcing can be found in Figures 1 and 2.

The internal focus group also identified opportunities for future engagement including:

- Further explore how young people want to engage and consider different approaches to engagement, such as utilising social media more as a starting point for bringing people together; and
- A change in model for engaging young people could have the potential for larger numbers of young people to be able to find out about local issues that have the potential to impact on them.

2.1.4 Mapping of youth advisory models

During the evaluation process a snap shot mapping activity was conducted that considered the different youth advisory models used by a number of local governments and some national groups (refer to Appendix F). The findings of this exercise clearly indicated that there is not one clear model that suits each community or organisation and therefore it is important to create a locally relevant and responsive option that will best suit the needs of Knox Council and its community.

2.2 Preferred options for future activities

Overall the evaluation determined that the key objectives for KYC are still relevant and being achieved to some degree in the current program. However, a number of significant limitations were also identified, including the formal Advisory Committee structure, challenges in retention for the two year term and the level of staffing required to deliver the current program.

These findings then prompted consideration of potential future activities that would continue to address the key objectives, strengthen the positive outcomes and mitigate the challenges presented in the current KYC model. Future activities would also need to be delivered within existing resources. When exploring options it was necessary to consider the second Advisory Committee currently facilitated by Council's Youth Services, the Youth Issues Advisory Committee (YIAC). The opportunity to strengthen youth engagement strategies in relation to the YIAC is also important. The proposed changes outlined in this report have been put before the current YIAC and have also been discussed with Councillors at the 12 July 2016 Issues Briefing meeting. There has been broad in principle support for further development of the proposed activities outlined below.

It is proposed that Council:

- Create a new Youth and Community Advisory Committee which combines the current YIAC and KYC;

9.2 Knox Youth Council Evaluation (cont'd)

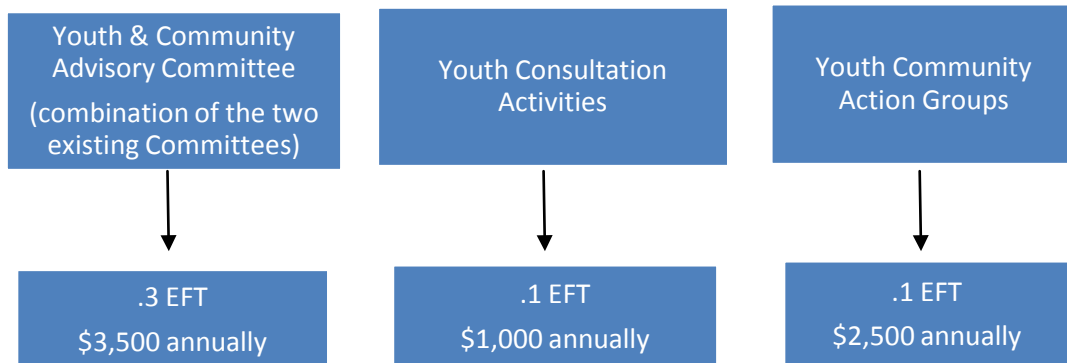
- Implement specific consultation activities aligned with Council priorities that enable young people to have a say on community issues; and
- Support Youth Community Action Groups to provide opportunities for young people to gain skills in addressing community issues.

These proposed changes are outlined below:

Figure 1: Current youth focused advisory committees: composition and resourcing

Knox Youth Council	Youth Issues Advisory Committee
<ul style="list-style-type: none"> • Participants aged 12 - 25 years. • Up to 20 young people for a two year term. • No Councillor representation. • .4 EFT allocated to support this advisory committee. • Annual program budget of \$5,000 (excluding EFT). 	<ul style="list-style-type: none"> • Agency and community representatives, two KYC members and the Young Citizen of the Year. Up to 18 participants in total. • Councillor representation. • .1 EFT allocated to support this advisory committee. • Annual program budget of \$2,000 (excluding EFT).

Figure 2: Proposed revised activities and resourcing



9.2 Knox Youth Council Evaluation (cont'd)

Outline of proposed activity 1: 'Youth & Community Advisory Committee'

- Consolidate Council's existing two youth focused advisory committees (KYC and YIAC) into one, for the purpose of this report it will be called the 'Youth and Community Advisory Committee'.
- In consultation with the current YIAC amend the current ToR to reflect the following:
 - A different name for the advisory committee to better reflect the contemporary intent of the group;
 - Continued representation by at least two Councillors;
 - An increased number of allocated positions for young people on the proposed 'Youth and Community Advisory Committee'; and
 - A meeting structure that will support engagement of young people, for example bi-monthly formal meetings and with alternate interim meetings to support mentoring or skills development for youth participants.

Outline of proposed activity 2: Youth Consultation Activities

Youth specific consultation activities aligned with Council priorities that enable young people to have a say on community issues:

- The frequency, topic and target group will be flexible;
- Format may be large scale youth forums or smaller cohort specific e.g. disengaged young people at a homelessness service;
- A minimum of one activity per calendar year, with the potential for up to five; and
- Excellent opportunity to partner with internal Council departments or external agencies/local governments to deliver the activity.

Outline of proposed activity 3: Youth Community Action Groups

Project based group work providing opportunities for young people to gain skills in addressing community issues:

- The focus of the projects will be drawn from the youth consultation activities and aligned with Council priorities;
- Strong potential for teamwork with other Council departments;
- Potential for partnerships with external agencies related to the focus, such as disability, community safety, mental health;
- A minimum of one group of young people per calendar year, with up to three depending on staffing and partnership opportunities;

9.2 Knox Youth Council Evaluation (cont'd)

- A nine month program, consisting of three months of training and six months to deliver a community project with outcomes, eg. a community resource, event or advocacy campaign; and
- The groups will target more specific age ranges of participants, such as 10-14, 15-18 and 19-25.

The proposed activities will ensure that Council will have more opportunities to consult with a diverse range of young people. All of the proposed activities will be delivered within existing resources (Figure 1), reallocated across the three proposed activities (Figure 2). They will also support the Service Plan measures of, 'Reaching young people in the municipality to increase knowledge and skills so they become more actively involved and empowered in the community'.

3. CONSULTATION

The consultation process for this evaluation is outlined above. The evaluation outcomes and proposed activities were distributed to the YIAC on 1 June 2016, with in principle support from the committee, pending further discussion. The proposed activities were also discussed at the 12 July 2016 Issues Briefing meeting with broad support from Councillors.

4. ENVIRONMENTAL/AMENITY ISSUES

There are no environmental or amenity issues relating to this evaluation.

5. FINANCIAL & ECONOMIC IMPLICATIONS

Currently the KYC and YIAC are provided for within Council's approved budget. The recommendation is to reallocate existing resources into the proposed activities (see Figures 1 and 2). As a result there are no additional financial implications arising from this report.

6. SOCIAL IMPLICATIONS

Council recognises the importance of engagement with young people and young people's own leadership and skills development.

7. RELEVANCE TO CITY PLAN 2013-17 (INCORPORATING THE COUNCIL PLAN)

The evaluation of the KYC model and proposed new activities to meet key objectives is relevant to the *City Plan 2013-17* areas:

9.2 Knox Youth Council Evaluation (cont'd)

Healthy, Connected Communities

- 1.2 A safe community with strong community connections and where learning and volunteering are valued and supported.

Democratic and Engaged Communities

- 1.1 Improve community leadership and participation in Knox.
- 1.2 Increase opportunities for the Knox community to participate in public decision-making processes.

8. CONCLUSION

Council through the *Knox Youth Charter*, *Knox Youth Strategy* and the *Knox City Plan* has a commitment to encouraging participation by young people in decisions which affect them, and to ensure Council considers the views of young people in its decision-making processes.

This report highlights that the Knox Youth Council has been a valuable mechanism for hearing from young people over the last 14 years. The report also outlines the limitations of the current model and provides options for future activities that will support Council to continue to achieve positive outcomes for young people into the future.

9. CONFIDENTIALITY

There are no confidentiality issues associated with this report.

Report Prepared By: *Team Leader - Counselling and Support / Youth Participation and Policy (Pip Smith)*

Report Authorised By: *Director – Community Services (Kerry Stubbings)*

9.2 Knox Youth Council Evaluation (cont'd)

The following appendices are circulated under separate cover:

Appendix A - Evaluation Summary Paper

Appendix B - Youth Charter

Appendix C - Service Planning Plan December 2014

Appendix D - Project Logic Model

Appendix E - Terms of Reference

Appendix F - Mapping of Youth Advisory Models

ALL WARDS**9.3 2016-17 COMMUNITY DEVELOPMENT FUND EVALUATION PANEL RECOMMENDATIONS**

SUMMARY: *Community Resourcing Officer (Jodie Heriot)*

This report presents the recommendations of the Community Development Fund (CDF) Evaluation Panel for Council CDF grant allocations to not-for-profit community groups within Knox in the 2016-17 funding period.

RECOMMENDATION

That Council:

- 1. Approve the 2016-17 recommendations of the Community Development Fund Evaluation Panel to allocate 55 grants totalling \$294,153.97 as provided in Appendix A of this report;**
- 2. Approve the recommendation of the Community Development Fund Evaluation Panel that \$16,046 unexpended 2016-17 CDF funds be utilised to:**
 - Implement increased support through Community Strengthening projects to improve community groups access and use of the CDF and to develop local initiatives particularly by multicultural groups; and**
- 3. Note that a joint grant celebration event for the Community Development Fund and the Leisure Minor Capital Works (LMCW) grants programs will be held on the evening of Thursday 15 September 2016.**

1. INTRODUCTION

The Community Development Fund (CDF) is a Council funded grants program established in 1999. It provides project specific grants to locally focused, not-for-profit organisations involving and supporting Knox community members. The CDF program is administered in accordance with the Knox CDF Policy and CDF Evaluation Panel Terms of Reference, applying best practice principles of local grant making.

Funding applications of up to \$20,000 are considered for projects that support progress towards the Knox City Plan 2013-17, particularly in relation to community health and wellbeing aspirations and priority areas identified in the Knox Integrated City Strategy 2013-17.

9.3 2016-17 Community Development Fund Evaluation Panel Recommendations (cont'd)

The allocation of CDF grants aims to encourage and support one-off or short term projects, as well as offer support to established community events that have been held annually for over three years. The grants program does not fund capital works (e.g. structural building improvements), projects which are primarily fundraising events, projects that are currently supported by other Council grant programs (e.g. arts and leisure) and activities that are clearly the responsibility of another level of government.

Applications received through the CDF grants process provide an indication of the needs, aspirations and interests of a diverse range of community organisations in Knox and provide insight on community activity.

1.1 2016-17 CDF Applications

The 2016-17 CDF grant applications reflect the community's needs across a broad range of projects with 72 requests totalling \$487,358.53. The 2016-17 CDF budget provides \$310,199.97 to allocate to successful applications in the 2016-17 assessment process. This comprises of:

- \$252,888 2016-17 budget allocation for CDF grants;
- \$48,747 2015-16 uncommitted Incidental Community Grants*;and
- \$8,564.97 2012-13 returned unspent CDF Grant.

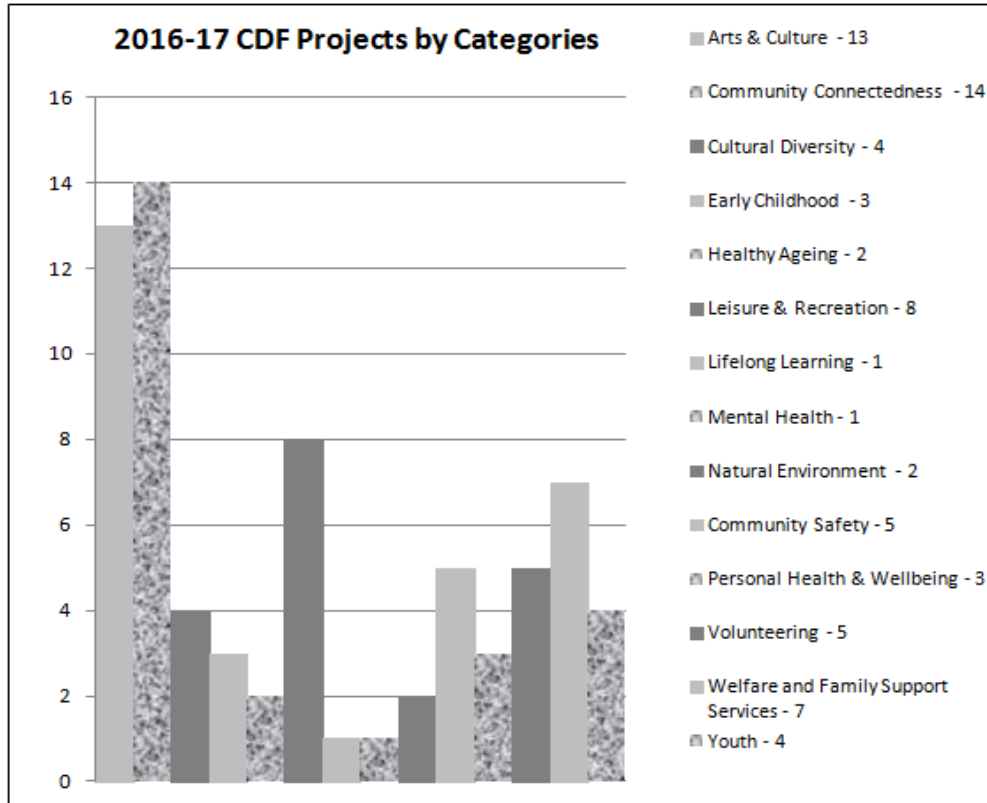
**The Incidental Community Grants Policy states: "On an annual basis, any unallocated funds from the Incidental Community Grants will be carried forward and allocated to Council's Community Development Fund in the following financial year".*

1.2 CDF Application Categories and Themes

Project themes included early year's space revitalisation, equipment purchase, community events, projects to enhance social inclusion, support for young people, community and club capacity building and skills development.

9.3 2016-17 Community Development Fund Evaluation Panel Recommendations (cont'd)

The diagram below outlines the summary of the 2016/17 applications.



2. DISCUSSION

2.1 Program Rationale

The CDF grants contribute to a broader community strengthening program that includes annual operational funding to a range of key community agencies providing valued community services in Knox, an annual program of capacity building inclusion skills/training for community groups, community advice, support and information for not-for-profit community groups, facility management and service development and advocacy, community facilitation and engagement, and support for Council's facilitation of community engagement.

The CDF is an effective and positive way for Council to engage with a cross section of community organisations and to encourage and support local activities that enhance liveability for people in Knox.

2.2 Application and Assessment Process

The six week submission period opened on 2 May 2016 and closed at 5pm on 13 June 2016.

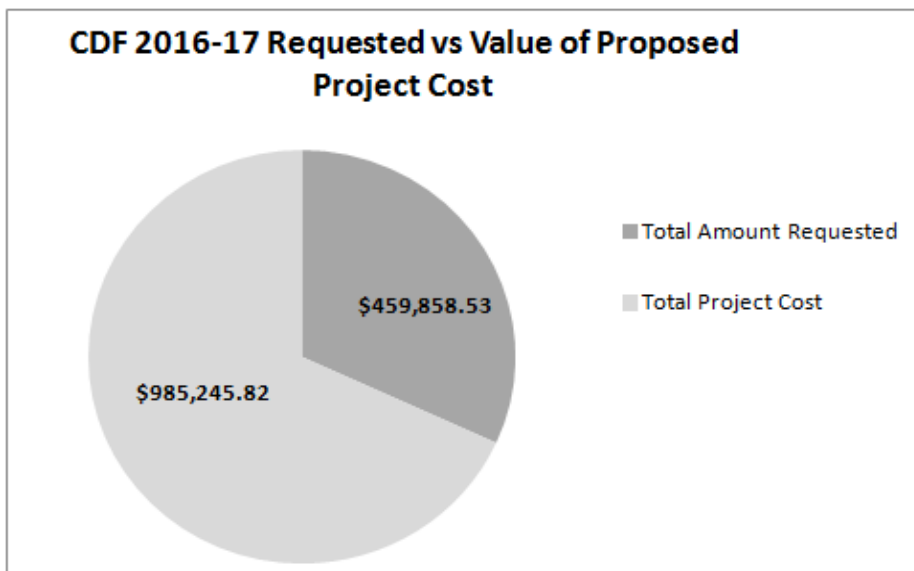
9.3 2016-17 Community Development Fund Evaluation Panel Recommendations (cont'd)

The 2016-17 CDF program received 72 applications requesting a total of \$487,358.53 in grant funding. Of the applications received:

- Two were determined ineligible (refer to Appendix D for organisation eligibility and exclusions); and
- 70 were determined to be eligible for consideration.

Additional detail on CDF applicants is available in Appendix A, B and C.

The 70 applications assessed requested a total of \$459,858.53 (46.5% of the projects total value) in grant funding to support local projects to an overall total value of \$985,245.82.



Assessment of the grant applications was conducted by the 2016-17 CDF Evaluation Panel (the Panel), comprising Councillor Karin Orpen (Chair), Councillor Nicole Seymour, community representatives Amanda Steele and Colin Fletcher. Council officers from Council's Community Strengthening team participated in a support capacity.

The assessment process included:

1. An initial review by Council Officers regarding eligibility, clarity and provision of all required information;
2. Follow up letters and emails requesting clarification of application details/documentation as identified by Council Officers to assist initial review. The information requested was to be provided within seven days;

9.3 2016-17 Community Development Fund Evaluation Panel Recommendations (cont'd)

3. An initial review by Council Officers regarding eligibility, clarity and provision of all required information;
4. Follow up letters and emails requesting clarification of application details/documentation as identified by Council Officers to assist initial review. The information requested was to be provided within seven days;
5. Consultation with Council Officers across various Departments to confirm and/or clarify any particular programs or strategies relevant to applications, and to advise of potential duplicating of projects across Council;
6. Individual assessment and scoring of applications by the CDF Panel Councillors and community representatives against the criteria reflected in the CDF guidelines (provided to all applicants and Panel members). For details of the criteria see Appendix D;
7. Preliminary ranking of all eligible projects by the Panel to assist the Panel discussion and deliberation; and
8. Review of all applications by the Panel at three meetings held on 11, 18 and 20 July 2016, at which the proposed funding allocations for each project were discussed and determined.

2.3 Evaluation Panel Recommendations

The Panel recommends the allocation of the \$310,199.97 available for CDF grants as follows:

- \$294,153.97 be allocated across 55 of the 70 eligible applications CDF grants; and
- \$16,046 is allocated to support activities to implement increased support to community groups in preparation for 2017 grants. Particularly multi cultural organisations, to improve their capacity for grant seeking, application preparation and partnership connections.

2.3.1 CDF Grant Recommendations

A table listing the recommended projects with both the amount requested and the grant amount recommended is attached in Appendix A.

Nineteen applicants are recommended to receive a lesser amount than requested. In these cases, recommendations were based on the assessment of relative need, eligibility of requested expenses, ranking of projects against available funds and determination that modified project outcomes were still achievable.

9.3 2016-17 Community Development Fund Evaluation Panel Recommendations (cont'd)

Based on both the initial ranking process and subsequent discussion at Panel meetings, 15 projects have not been recommended for funding. The Panel's recommendations took into account the level of clarity in demonstrating need and conveying project objectives, the extent to which projects could be funded or supported through other avenues and the extent of benefit to Knox residents.

Unsuccessful applicants will be offered feedback on their applications and be given an opportunity to discuss options for alternative funding that may be available locally or from other levels of government.

A table listing the projects not recommended for funding with the amount requested is attached in Appendix B.

All grants are subject to funding agreements which outline the conditions under which the grant is offered including reporting commitments and community groups obligations in relation to advertising Council's support.

2.3.2 CDF Program enhancement

In 2015-16 Council approved, at the Panel's recommendation that a portion of unspent funds from the 2014-15 CDF funding round be allocated to the Community Strengthening team to be utilised for a CDF enhancement project these funds were utilised to:

- Engage with the Knox community groups to establish the extent to which the CDF program is meeting the needs of our community and any possible changes to the program;
- Extending the reach of the CDF program; and
- Documenting and showcasing Knox community group projects and achievements that have supported through the CDF recent years.

This year the number of grant applications have been approximately maintained from the 2015/16 round (76 to 72) with 15 new groups applying. The grant application process has identified:

- A high portion of underdeveloped projects;
- Poor capacity for completing and supplying the required basic documentation e.g. annual report, working budget and quotes;
- A number of unsuccessful multicultural applicants due to a lack of/or a clear understanding and demonstration of the CDF program criteria; and
- The need for support to enhance partnerships and joint projects to achieve greater impact of grant dollars and groups efforts.

9.3 2016-17 Community Development Fund Evaluation Panel Recommendations (cont'd)

This validates feedback from community groups through the 2015 enhancement project and more generally, that time and resources to apply for and implement grant projects are a challenge for some groups.

To address this issue the Panel recommends that the remaining uncommitted CDF budget, be utilised during the remainder of the 2016-17 financial year to resource activities that will improve capacity of groups to develop better, more relevant and broader projects and community activities by:

- Engaging with Knox community groups to further establish the extent to which the CDF program is meeting the needs of our community and any possible changes to the program;
- More concentrated effort in working with multicultural groups;
- Continuing to extend the reach of the CDF program; and
- Documenting and showcasing Knox community group projects and the achievements that have been supported through the CDF in recent years.

This utilisation of uncommitted CDF Budget is in line with the recommendations of the Community Strengthening Service Analysis. This will support Council to explore the potential for redirecting some grant funding to enable increased reach and additional resources to assist community groups to use Council grants, skills programs, and facilities more effectively.

2.4 Joint Celebration Event

The joint celebration event for the Community Development Fund (CDF) and Leisure Minor Capital Works Grants program (LMCW) is in the evening of Thursday, 15 September 2016. The event will include the presentation of certificates to the successful CDF applicants and presentation of certificates to the successful LMCW applicants.

Councillor representatives from the CDF Evaluation Panel and the Recreation Minor Capital Works Committee will present the certificates.

The event showcases successful grants from the previous year and provides an opportunity for groups to connect and hear about other projects.

3. CONSULTATION

Promotion of the 2016-17 CDF program began in March 2016 and included a mail out of information flyers to not-for-profit organisations, posters distributed to various public locations (e.g. libraries and community centres), advertisements in the local and community newspapers, high visibility on Council's website and regular mention on Council's Twitter and Facebook. Officers also liaised with potential applicants and held a series of daytime and evening information sessions for community not-for-profit organisations at the Knox Civic Centre. It is worth noting that the timeframe was revised to allow for completion prior to the election period of the Council elections.

9.3 2016-17 Community Development Fund Evaluation Panel Recommendations (cont'd)

The CDF Evaluation Panel – which met three times throughout the assessment process – supports consultation and collaboration between Councillors, community representatives and Council staff to bring a range of perspectives and skills to the application and assessment process to support positive community grants outcomes for our city.

4. ENVIRONMENTAL/AMENITY ISSUES

There are no environmental/amenity issues associated with this report.

5. FINANCIAL & ECONOMIC IMPLICATIONS

A total amount of \$310,199.97 is available for allocation from the 2016-17 CDF budget. This comprises of:

- Council's 2016-17 budget allocation of \$252,888 for the Community Development Fund;
- \$48,747 carried forward from 2015-2016 Incidental Community Grants; and
- \$8,564.97 returned unspent CDF Funding, retrieved through the monitoring of grants acquittals.

The Panel recommends that Council allocate the \$310,199.97 available for 2016/17 CDF grants as follows:

- \$294,153.97 be allocated across 55 of the 70 eligible application CDF grants; and
- \$16,046 is proposed to be utilised in 2016-17 through Community Strengthening activities to engage and promote the program to a wider range of community groups.

6. SOCIAL IMPLICATIONS

The CDF grant program facilitates engagement between Council and a diverse range of community groups, strengthening existing relationships, broadening understanding and initiating new collaborations. It also enables the delivery of projects/programs to deliver on the *Knox City Plan* the *Council Plan* and the *Knox Integrated Strategy*.

Grants offered through the CDF complement the information and training support provided through the Knox Community Skills Program. Both programs contribute to the broader objective of building the capacity of local groups to be self-sustaining and viable.

The projects recommended will benefit and engage a wide cross-section of the Knox community and provide opportunities for many community service organisations and residents, both as service providers and participants, to enhance community wellbeing.

9.3 2016-17 Community Development Fund Evaluation Panel Recommendations (cont'd)

Community development grants are a means by which Council supports not-for-profit community groups and can work with teams to be active, sustainable and resilient.

7. RELEVANCE TO CITY PLAN 2013-17 (INCORPORATING THE COUNCIL PLAN)

The CDF grants program contributes to the *City Plan 2013-17* themes of 'Healthy, Connected Communities', 'Prosperous, Advancing Economy', 'Vibrant and Sustainable Built and Natural Environments', 'Culturally Rich and Active Communities' and 'Democratic and Engaged Communities' and specifically address the following objectives:

- 1.1 The Knox community benefits from good health and wellbeing at all life stages.
- 4.1 Improve the acceptance and valuing of diversity and difference in the Knox community.
- 5.1 Improve community leadership and participation in Knox;

8. CONCLUSION

The CDF is an important resource to assist Council's role in building and supporting local community capacity and enhancing quality of life. It enables the implementation of the *City Plan* and Knox Integrated City Strategy. It is a tangible means of acknowledging and supporting local organisations' ideas, activities and services that benefit Knox residents.

The projects recommended for funding in 2016-17 represent a range of community led activities in Knox, and will support a diverse cross-section of the Knox community. The projects also complement a range of Council run activities.

Successful applicants are required to sign project specific service agreements and will be committed to the provision of relevant project reporting and acquittal forms.

Unsuccessful applicants will be offered feedback on their applications and be given an opportunity to discuss options for alternative funding that may be available locally or from other levels of government.

A function for the successful applicants of both the CDF and the LMCW grant program is proposed for Thursday 15 September 2016.

The recommended utilisation of uncommitted grants to Community Strengthening activities is intended to enhance the capacity of community groups in applying for and undertaking current and future projects to benefit the Knox community.

9.3 2016-17 Community Development Fund Evaluation Panel Recommendations (cont'd)

The CDF Evaluation Panel will meet for its annual reflection meeting at which it will evaluate the ongoing implementation of the CDF and recommend any appropriate changes in policy and procedure to Council.

9. CONFIDENTIALITY

There is no confidentiality issues associated with this report.

Report Prepared By: Community Resourcing Officer (Jodie Heriot)

***Report Authorised By: Director – Community Services
(Kerry Stubbings)***

ALL WARDS

APPENDIX A – Projects **recommended** for funding through 2016-17 Community Development Fund

Applicant	Project/Event	Brief description	Amount Requested	Grant Recommended
Liberty Avenue three Year Old Kindergarten	Play based experiences in the outdoors	Replacement of old sandpit to provide a more appealing and robust play space.	\$5,500	\$5,500
Anchor Inc	Eastern Kinship Care Network	A support group for Kinship carers (foster carers), including meals and activities.	\$8,504	\$8,504
Knox City Tennis Club	Junior Club Member Reunion	An event to reconnect young members back to tennis and get them involved in supporting community fundraising for other services.	\$2,000	\$1,000
Temple Society Australia (TSA)	"Cooking for life"	Low cost cooking classes aimed at teaching participants about healthy food choices, meal planning, budgeting and shopping tips whilst encouraging community engagement.	\$6,537	\$2,000
Church @ 1330	Technology for TESOL	Purchase of i-Pads as teaching tools for TESOL (Teaching English Second Other Language) classes to new migrants currently 40 students per week.	\$15,034	\$15,034
Rowville Mens Shed Inc	Ride on mower	New ride on mower to enable ongoing Mens Shed activities.	\$6,300	\$4,410

Applicant	Project/Event	Brief description	Amount Requested	Grant Recommended
Knox Historical Society Inc	Knox City Council Material Cataloguing Project	Purchase of specialist archival storage equipment to catalogue, index and store material and artefacts ensuring preservation and easy access.	\$1,780.21	\$1,780.21
Saint Pauls Anglican Church Boronia	New Cleaning Machine for Volunteer	Purchase of specialist floor cleaning machine to assist volunteers who are assisting at the free community meal.	\$3,295	\$3,295
Coonara Community House	Pop up or Pop in - Connecting Knox	A series of 'pop up' or 'pop in' events focusing on community participation, healthy lifestyles and environmental education.	\$19,686	\$14,514
The Links at Waterford Residents Association	Fit out of Men's Shed and Art Studio	Purchase of tools, equipment and materials for Men's Shed and Art Studio.	\$5,000	\$2,500
The 1812 Theatre Limited	Art Exhibition Curator	A project to explore the potential sustainability of an Art Curator to improve the quality art exhibitions and increased exhibitors in The 1812 Theatre limited 'bakery@1812' gallery.	\$20,000	\$20,000
Knox City Football Club	Not Your Blank Canvas - Anti Graffiti Mural	Creation of a football themed art mural on clubhouse to enhance the building facade and discourage graffiti.	\$4,200	\$4,200

Applicant	Project/Event	Brief description	Amount Requested	Grant Recommended
Knox City Football Club	The All Nations Multicultural Football Festival	Contribute to a multicultural soccer festival celebrating cultural diversity through sport.	\$5,000	\$3,000
Boronia Community Church of Christ	The Hub Boys Lego Club	Creating positive social connections through Lego play for adolescent boys in the Knox Community.	\$1,950	\$1,950
SPANeast - Suicide Prevention Awareness Network for Melbourne's Eastern Suburbs	SPANeast On the Move	Purchase of a weather proof trailer to be used at community events.	\$5,000	\$4,800
Rowville Neighbourhood Learning Centre Inc	Aimee Seebeck Hall equipment upgrade	Purchase of new tables and chairs that are lighter and easier to set up.	\$7,775	\$4,714
Heritage Walks	Rowville Walks Promoting Health Project	Establishment & promotion of 6 Heritage walking tours in Rowville, encouraging low impact physical exercise for all ages.	\$2,412.20	\$2,412.20
Melbourne Eastern Suburbs Hackers Inc.	Knox Makerspace - MESH	Purchase of a specialised laser cutter to establish a makerspace (create a do it yourself spaces where people can gather and create, invent and learn) within Knox and build creative and collaborative partnerships.	\$18,694	\$18,694

Applicant	Project/Event	Brief description	Amount Requested	Grant Recommended
Hindi Niketan Inc.	Indian Republic Day and Australia Day Celebration	Program raising awareness of cultural backgrounds and promoting social harmony by celebrating Australia Day and the Indian Republic Day together.	\$3,000	\$2,000
Orana Neighbourhood House	Orana Community Space	Establishment of an outdoor kitchen that can support community events and activities.	\$3,325	\$3,325
Melbourne Steam traction Engine Club Inc	Steamfest promotion boost	Production of promotional material to raise community awareness of the 'Steamfest' festival.	\$2,968.50	\$2,968.50
Scoresby Football and Social Club Inc	Safety Pad procurement for goal posts	Purchase of new goal post safety pads.	\$3,740	\$2,240
Melbourne Steam traction Engine Club Inc	Visitor Support	Purchase of new picnic tables, chairs and a defibrillator.	\$14,226.30	\$14,226.30
Southern Cross Kids' Camp	Southern Cross Kids' Camp Knox	A week long camp for disadvantaged children within the Knox municipality.	\$12,000	\$6,000
The Basin Community House	Pledge Project - Gender Equality	A program raising awareness and community engagement of gender equality, gender stereotypes and prevention of violence against women.	\$8,151	\$8,151

Applicant	Project/Event	Brief description	Amount Requested	Grant Recommended
Rotary Club of Bayswater Inc.	The 43rd Annual Knox Art Exhibition - 2017	An annual art exhibition showcasing both local and established photographic work, and include local primary schools art competition.	\$5,000	\$3,500
Church @ 1330	1330 Carols & Carnival	Promotional material to enable the expansion of current festival activities.	\$5,400	\$2,400
ICROBOTICS INCORPORATED	Knox Future Learning Initiative Robotics in School	Purchase of specialised equipment to deliver robotics sessions for Primary school aged children.	\$11,873	\$11,873
St Jude The Apostle Parish Scoresby	Multimedia Tech For Improved Community Outcomes	Purchase of multi media equipment which will assist multicultural groups.	\$7,680	\$7,680
St Jude the Apostle Parish	Stage Curtains For Cultural Performances	Purchase of heavy duty stage curtains for the main stage.	\$9,295	\$9,295
Ferntree Gully Arts Society Inc	Replacement of easels	Purchase of 8 new light weight easels.	\$1,990	\$1,990
1st Rowville Scout Group	Outdoor Scouting Equipment	Purchase of new outdoor scouting and camping equipment.	\$4,918	\$3,204
Restore Community Care	Restored Through The Web	The improvement of the current website to advertise services provided in Knox regarding emergency relief and crisis care.	\$2,302	\$2,302

Applicant	Project/Event	Brief description	Amount Requested	Grant Recommended
Restore Community Care	Better Practice	Capacity building for staff and volunteers to gain greater understanding of service practices to provide a safe environment for clients and the wider community.	\$5,950	\$5,950
Mountain Gate Tennis Club	Absorbent Rollers Purchase	Purchase of new absorbent rollers to clear standing water from tennis courts in inclement weather.	\$1,958	\$1,958
Cavell Corner	Cavell Kitchen Community Dishwasher...	Purchase of a dishwasher to support community members.	\$1,200	\$1,200
Bridges Connecting Communities Ltd	Bridges - Celebrating 40 years of Volunteering	A one off event celebrating 40 years of volunteering in the community during Seniors Week.	\$8,990	\$8,990
Platypus Education Group	Platypus Education	A program aimed at educating school aged children about the platypus, focusing on the need for clean healthy waterways.	\$2,000	\$2,000
One Hope Community Church	Breakfast Club 2016/2017...	Supporting disadvantaged students through the 'Breakfast Club' - providing a nutritional breakfast to improve concentration and performance in class.	\$500	\$500

Applicant	Project/Event	Brief description	Amount Requested	Grant Recommended
Ferntree Gully Urban Fire Brigade	Knox Group Torchlight 2017	An annual community event engaging public support for fire brigades in Knox. This year will also celebrate Boronia and Ferntree Gully's 75th anniversary's.	\$3,686.80	\$3,686.80
Billoo Park Playgroup	Outdoor Play Area Redevelopment	Upgrade of sandpit and renovations to existing playspace.	\$20,000	\$10,000
The Basin Music Festival Association Inc	The Basin Music Festival	Community music festival with indoor and outdoor free events.	\$5,000	\$5,000
Knox Infolink Inc.	Refurbishment of Knox Infolink Inc	Purchase of new OH&S office equipment including upgrading computers to streamline services provided.	\$12,730	\$12,730
Tabulam and Templer Homes for the Aged (TTHA)	Weihnachtsmarkt German Christmas Market	Development of a traffic management plan to assist with the annual Christmas market via a traffic management company.	\$1,400	\$1,400
Hindi Niketan Inc.	Holi - The Festival of Colour Celebration	A festival in March 2017 celebrating social harmony.	\$5,500	\$3,500
Studfield Wantirna Community News Inc	Volunteers sharing and learning at CNAV	4-6 Volunteers will attend the Community Newspaper Assoc Victoria conference	\$1,800	\$1,800
Knox Community Gardens Society Inc	Equipment for Clubrooms	Purchase of a fridge for club rooms	\$1,400	\$1,369

Applicant	Project/Event	Brief description	Amount Requested	Grant Recommended
Knox Community Gardens Society Inc	Supply and Install Split System Air conditioner	Supply and Install Split System Air Conditioner for members meeting room.	\$2,000	\$1,995
Victorian Skateboard Association (VSA)	All Aboard Skateboarding Sessions	Provide a free co-educational skateboard workshop program that's primary focus is on creating new participants in skateboarding	\$12,750	\$12,750
2nd/3rd Bayswater Scout Group	"Out in Scout" Project - Phase 3	Replace old and damaged mid size tents with easy to erect tents for the leaders.	\$1,312.96	\$1,312.96
U3A Knox Inc.	U3A Knox Inc. Art Exhibition	Contribution to Art Exhibition showcasing local art.	\$2,000	\$2,000
Knox and District Toy Library	The Language of Play	New marketing material in different languages to cater for all members.	\$7,818.56	\$4,500
U3A Knox Inc.	U3A Knox Volunteers Handbook	Develop a volunteers handbook	\$2,000	\$2,000
The Basin Music Festival Association Inc	The Basin Youth Stage	Organise and run The Basin Youth Stage event.	\$2,000	\$2,000
Hungarian Community Co-Op Association Ltd	Hungarofest	Festival in March 2017 to promote Hungarian culture in the Knox Community	\$8,050	\$8,050
			\$344,583.00	\$294,153.97

APPENDIX B – Not recommended for funding through 2016-17 Community Development Fund

Applicant	Project/Event	Rationale	Amount Requested
St Pauls Anglican Church, Boronia	Low Cost Fitness Classes with Crèche services	Insufficient clarity of project approach and/or outcomes relative to other applicants.	\$7,949
Knox Chinese Elderly Citizens Club	Healthy Diet, Ageing & Social Interaction	The constraints of the group's current facility will not effectively accommodate the proposed project.	\$1,976
The Basket of Bread and Hope	charitable community meal service	Insufficient clarity of project approach and/or outcomes relative to other applicants.	\$2,000
Knox City Football Club	Soccer Essentials	Insufficient demonstration of community need relative to other applications.	\$2,000
NLEC Community Care Inc	Path of Love annual celebration	Insufficient clarity of project approach and outcomes to the Knox community.	\$1,125
Boronia Community Church of Christ	The Hub Play Cafe Upgrade	Insufficient clarity of project approach and/or outcomes relative to other applicants.	\$9,369
Shakti Migrant & Refugee Women's Support Group Melbourne Inc.	Let Her Speak! Refugee & Migrant Women and DV	Insufficient clarity of project approach and demonstration of necessary partnerships.	\$20,000
Scoresby Village Traders Association	Community Strengthening Scoresby Village With Art	Insufficient financial documentation for the panel to make a full assessment	\$20,000

Applicant	Project/Event	Rationale	Amount Requested
Cavell Corner	Valiant Man	Insufficient clarity of project approach and/or outcomes relative to other applicants.	\$500
2nd/3rd Bayswater Scout Group	Scouting Accessible for All	Insufficient demonstration of community need relative to other applications.	\$5,038
Life Saving Victoria Limited	Open Water Learning Experience (OWLE)	Insufficient demonstration of community need relative to other applications.	\$13,088
Knox Community Gardens Society Inc	Promotional Banner	Insufficient clarity of project approach and/or outcomes relative to other applicants.	\$500
St John Ambulance Australia (Victoria) Inc.	Lifesaving Equipment for St John Knox Division	Insufficient demonstration of financial need	\$8,737
Hindu Foundation	Family Violence Prevention Campaign	Insufficient documentation for the panel to make a full assessment	\$18,000
Boronia Annual Community Fete	Boronia Community Fete - Community Stage	Insufficient clarity of project approach and/or outcomes relative to other applicants.	\$4,994
			\$115,276

APPENDIX C – Ineligible applications in 2016-17 Community Development Fund**Applications determined to be ineligible**

Organisation	Project	Brief Description	Rationale
Knox Environment Society	Nursery Infrastructure Upgrade	Build a new volunteer plant propagation shed.	Capital Works
Swinburne Buddhist Society	Sample Chemical Engineering Community Development	Science & engineering awareness.	Applicant withdrew

APPENDIX D –2016/17 Community Development Fund Eligibility and Exclusion Criteria

ORGANISATION ELIGIBILITY

- Submitting organisations must be a not-for-profit organisation established under one of the following:
 - the Victorian Associations Incorporation Reform Act 2012;
 - the Victorian Co-operatives Act 1996;
 - the Aboriginal Councils and Associations Act 1976;
 - Corporations Act 2001;
 - an Act passed by the Legislative Assembly of Victoria; *or*
 - in another form considered appropriate by Knox Council.

Applications will also be considered from organisations under the auspice of another organisation which meets any of these criteria.

NB: Schools are not eligible for funding, however School Parent's Associations that are incorporated, (or similar), and attached to a not-for-profit school are eligible.

- Submitting organisations must have a Committee of Management, or similar, that can accept responsibility for a grant, ensure the project is carried out, and meet the evaluation and reporting requirements.
- Organisations granted funding must have either an Australian Business Number (ABN) or provide a Statement by Supplier (SbS) declaration.
- Submitting organisations must provide direct services, support or benefit to people living in the City of Knox.
- Organisations that show a strong connection to their local community will be favourably considered.

ORGANISATION EXCLUSIONS

- Organisations are not eligible to apply to the Community Development Fund if:
 - They have a delinquent account with Knox Council, i.e. an amount owed to Council that was not paid by the due date; and/or
 - They have outstanding acquittal documentation, i.e. the acquittal documentation for a previous grant has not been handed in by the agreed due date.

APPLICATION EXCLUSIONS

Applications that are submitted after the submission period closes are ineligible and will not be assessed.

Applications that have not provided all required financial information such as annual financial reports and clear working documents for project budgets will not be eligible for assessment.

PROJECT AND EVENT ELIGIBILITY

The following projects and items that can be funded:

- Projects and events must have a definitive start and finish date. It is that the project start and finish within the 12 month funding period, however projects up to three years can be considered;
- Projects and events must clearly support Council's strategic objectives and priorities which are captured in the City Plan (incorporating the Council Plan) 2013-17;
- Projects and events must aim to meet a demonstrated need within the Knox community;
- Projects and events must be conducted within the boundaries of the City of Knox and have significant participation of Knox residents;
- Projects and events which involve collaboration with other organisations and services, share resources within the community, and involve volunteers will be favourably considered; and
- Projects with well defined and clearly communicated aims and outcomes, along with clear and succinct detail regarding how the project will be implemented will be favourably considered.

NB: School Parent Associations must be able to demonstrate their proposed project is for the benefit of the Knox community, not just for the benefit of the School community, i.e. CDF cannot fund a project that will only benefit school students, student's families and/or staff of the school.

PROJECT AND EVENT

The following types of projects and items cannot be funded through the Community Development Fund:

- Fundraising: For example, but not limited to: purchase of raffle prizes, purchase of items for auction, purchase of items for re-sale, direct contributions to charity organisations, payment for facilitators and prizes for fundraising events such as trivia nights, movie nights, karaoke night, fashion parades etc.;
- Capital or facility maintenance works: Capital works projects are considered to be those that primarily focus on improvement, replacement, disposal or addition to fixed assets such as land, building and facilities. Examples: permanently fixed play structures, major structural building improvements, etc;
- State or Federal government responsibilities: Projects may not be an event or activity that is the core program funding responsibility of another level of government. Example: curriculum-based activities for schools;
- Retrospective funding: A CDF grant may not be used to reimburse an organisation for expenses already paid; i.e. if money has been spent on the project or event prior to the organisation receiving the grant cheque, grant monies may not be allocated to this expense;
- Consecutive project submissions: Applications for projects that have been funded by the CDF for three consecutive years are not eligible; and
- Operational expenses: A CDF grant may not be used to fund the day-to-day expenses incurred in carrying out the usual business of the submitting organisation. This includes expenses such as salaries for existing positions, insurance and utilities.

ASSESSMENT AND APPROVAL WEIGHTING

The Panel discussed and agreed on the following changes to the project weighting prior to the commencement of assessment:

- **15%** - Level of benefit to Knox residents.
- **20%** - Degree to which the project is shown to have clear financial need, be feasible and be financially viable.
- **30%** - The application's degree of clarity in demonstrating community need and conveying project objectives.
- **25%** - The capacity of the applying organisation to deliver, manage and evaluate the project.
- **10%** - The demonstration of consultation and/or partnership with others (as appropriate).

ALL WARDS**10.1 2015-16 ANNUAL PLAN REPORT TO 30 JUNE 2016****SUMMARY: *Business Improvement Officer***

This report provides the fourth and final quarter progress on initiatives identified in the 2015-16 Annual Plan. The Annual Plan for 2015-16 was adopted by Council at the Ordinary Meeting of Council on 23 June 2015 as part of the 2015-16 Annual Budget. The Annual Plan satisfies legislative requirements of the *Local Government Act 1989* by outlining the services provided by Council and the initiatives that Council will complete in the 2015-16 year.

It should be noted that the Annual Plan does not provide for reporting on all Council activities but only those identified as initiatives in the Annual Plan and Annual Budget process.

RECOMMENDATION

That Council receive and note the 2015-16 Annual Plan progress report for the period ending 30 June 2016.

1. INTRODUCTION

An Annual Plan was established for the 2015-16 financial year to assist in the achievement of the objectives of the Knox City Plan (incorporating the Council Plan) 2013-17 and the Knox Vision. The 2015-16 Annual Plan progress report to 30 June 2016 (see Appendix A) reports on the initiatives that support those objectives. As can be seen from the attached report, Council has delivered on a number of key activities and initiatives to support the delivery of the City Plan.

2. DISCUSSION

Appendix A (attached) provides the Annual Plan progress report for the fourth quarter of 2015-16.

Of the 24 initiatives included in the 2015-16 Annual Plan:

- 19 initiatives are 100 per cent complete
- Five initiatives are not yet complete. Of these:
 - 2 initiatives have progressed to between 25 – 50 per cent
 - 1 initiative has progressed to between 51 – 75 per cent
 - 2 initiatives have progressed to more than 75 per cent

The following initiatives are underway but not 100% complete at the end of the fourth quarter of financial year 2015-16. Despite some delays, they are all due for completion in the next few months.

10.1 2015-16 Annual Plan Report to 30 June 2016 (cont'd)**Theme 1: Healthy, Connected Communities**

Facilitate and support volunteering in Council service and programs by preparing a policy for the management of volunteers, and a plan for training volunteers.

- 80% complete to date. A resource plan to support the policy implementation is being developed.

Theme 3: Vibrant and Sustainable Built and Natural Environments

Continue to prioritise Council's Integrated Transport Plan to inform reviews of the Pedestrian Plan, the Bicycle Plan, Mobility Study Implementation Plan and road management Plan.

- 75% complete to date. Officers are progressing with two key priority initiatives from the Integrated Transport Plan with the development of a Principle Pedestrian Plan and a Parking Plan for Knox.

Theme 4: Culturally Rich and Active Communities

Investigate and implement opportunities to use new social media tools to promote arts and cultural opportunities across the community.

- 80% completed to date. Final work on an implementation plan, including key actions, timeframes and measures, is to be completed in September 2016.

Theme 5: Democratic and Engaged Communities

Develop a comprehensive Advocacy Strategy to guide Council's advocacy efforts.

- 25% complete to date. An Advocacy Framework will be delivered by November 2016.

Develop a Council Communications Strategy.

- 25% complete to date. A Communications Strategy will be delivered by December 2016.

3. CONSULTATION

The 2015-16 Annual Plan actions are linked to, and support the delivery of, the Knox Vision and the Knox City Plan 2013-17. The community took part in developing the Knox Vision, which provided the context for the Knox City Plan 2013-17.

The Annual Plan 2015-16, including the initiatives, was approved as part of the Annual Budget after public consultation on 23 June 2015.

4. ENVIRONMENTAL/AMENITY ISSUES

Objectives for the environment are reflected in the Knox City Plan and relevant initiatives are reflected in the 2015-16 Annual Plan.

10.1 2015-16 Annual Plan Report to 30 June 2016 (cont'd)**5. FINANCIAL & ECONOMIC IMPLICATIONS**

The initiatives for 2015-16 were developed in conjunction with the 2015-16 Annual Budget and all initiatives have been funded.

6. SOCIAL IMPLICATIONS

There are no social implications of this report.

7. RELEVANCE TO CITY PLAN 2013-17 (INCORPORATING THE COUNCIL PLAN)

This is a progress report on the fourth quarter of the 2015-16 Annual Plan, which supports the delivery of the Knox City Plan 2013-17.

8. CONCLUSION

This report highlights the delivery of a number of significant outcomes by Council, which support the delivery of the Knox City Plan (incorporating the Council Plan) 2013-17.

The initiatives reported here are those identified in the adopted Annual Plan 2015-16 and are not representative of all services and works provided by Council. Significant work has been undertaken to complete 19 of the 24 initiatives, with the remaining five initiatives due for completion in the coming months.

9. CONFIDENTIALITY

There are no issues of confidentiality associated with this report.

Report Prepared By: *Business Improvement Officers
(Jessica McGivern and Carrie Hudson)*

Report Authorised By: *Director - Corporate Development
(Joanne Truman)*



Knox City Council

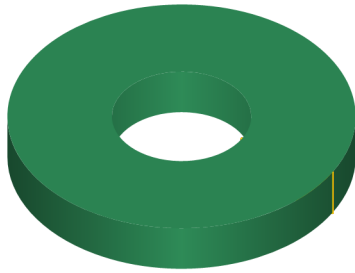
Annual Plan Report

June Quarter 2016



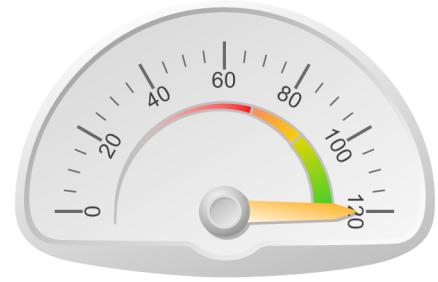
Healthy, Connected Communities

Action Status



■ Off Track 0.00 %
■ Monitor 0.00 %
■ On Track 100.00 %
■ No Target 0.00 %

Action Performance




Actions reported on	4
At least 90% of action target achieved	4
Between 70% and 90% of action target achieved	0
Less than 70% of action target achieved	0
Actions with no target set	0


Initiatives for 2015/16

Action Description	Start Date	End Date	Status	%
<input checked="" type="checkbox"/> Establish a Seniors Group Network to support the implementation of Council's Senior Citizens Support Service Plan.	01/07/2015	30/06/2016	Completed	100%
Responsible Person	Tanya Clark-Manager Active Ageing and Disability Services		Department	Active Ageing and Disability Services
Progress Comments	The Knox Seniors Bright Ideas Group commenced on 5 May 2016 with 50 older Knox residents and community groups which support older people. The group discuss matters which are important to seniors in the Knox community. It provides an opportunity to share current and future challenges for Knox seniors and to work together to develop ideas and opportunities which actively support seniors to continue to contribute to and participate in the Knox community. <i>Last Updated : 14/07/2016</i>			

Action Description	Start Date	End Date	Status	%
<input checked="" type="checkbox"/> Undertake an analysis of Council's services to identify and pursue opportunities to increase awareness of mental health issues through relevant Council delivered programs.	01/07/2015	30/06/2016	Completed	100%
Responsible Person	Kathy Parton-Manager Community Wellbeing		Department	Community Wellbeing
Progress Comments	A report on Council's role in mental health and exploring opportunities to increase awareness of mental health issues through relevant Council programs has been completed (approved by the Executive Management Team on 23 June and circulated to Councillors). The report included outlining Council's various roles as service provider, funder, advocate and planner in relation to mental health/illness issues. It identified opportunities to strengthen its promotion of services to support residents in the area of mental health through: promotion and communications; staff development, municipal planning and partnerships, collaboration and advocacy. These will inform future service provision planning and delivery in relevant service and program areas. <i>Last Updated : 10/08/2016</i>			

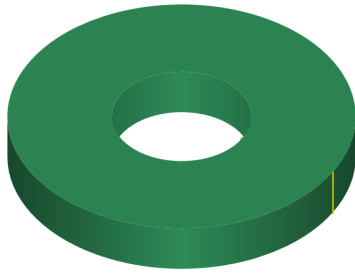
Healthy, Connected Communities

Action Description	Start Date	End Date	Status	%
 Following research and community engagement, implement strategies to increase healthy food choices in Knox sporting and community groups that operate in Council owned or managed facilities.	01/07/2015	30/06/2016	Completed	100%
Responsible Person	Kathy Parton-Manager Community Wellbeing		Department	Community Wellbeing
Progress Comments	<p>Research, consultation and analysis was undertaken to identify the opportunities, barriers and proposed strategies to increase healthy eating choices through Knox sporting clubs. A project report including a proposed action and resource plan, was presented to the Executive Management Team for consideration in June 2016. Strategies to promote healthy food choices have been provided to support four clubs in the process. Some promotion opportunities will be continued through Council's links with sporting clubs while additional operational resources required would need to be considered in future Council budget processes. The report identified a need to upgrade kitchen facilities in a number of leisure facilities to enable production and supply of healthy food choices and to comply with health regulations. As this will require capital investment, kitchens upgrades will be prioritised and considered as part of Council's annual capital works renewal and upgrade programs.</p> <p><i>Last Updated : 10/08/2016</i></p>			

Action Description	Start Date	End Date	Status	%
 Facilitate and support volunteering in Council services and programs by preparing a policy for the management of volunteers, and a plan for training volunteers.	01/07/2015	30/06/2016	In Progress	80%
Responsible Person	Kathy Parton-Manager Community Wellbeing		Department	Community Wellbeing
Progress Comments	<p>A Draft Volunteer Management Policy, Volunteer Procedure Manual and Volunteer Care Workbook (incorporating a training plan) were considered by the Executive Management Team on 9 June 2016. The Policy and associated Manual and Workbook were approved in principle. The Volunteer Management Project Steering Committee is following up to further consider and develop a resource plan to support policy implementation.</p> <p><i>Last Updated : 15/08/2016</i></p>			

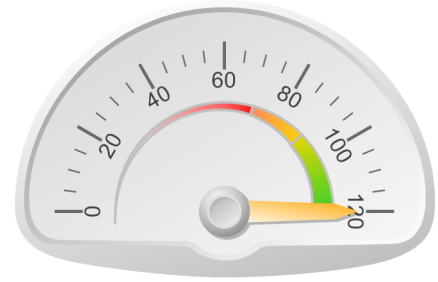
Prosperous, Advancing Economy

Action Status



■ Off Track 0.00 %
■ Monitor 0.00 %
■ On Track 100.00 %
■ No Target 0.00 %

Action Performance




Actions reported on	5
At least 90% of action target achieved	5
Between 70% and 90% of action target achieved	0
Less than 70% of action target achieved	0
Actions with no target set	0


Initiatives for 2015/16

Action Description	Start Date	End Date	Status	%
■ Attract and assist new investment and assist existing businesses to grow through the Knox Investment Facilitation Service.	01/07/2015	30/06/2016	Completed	100%
Responsible Person	Paul Dickie-Acting Manager City Futures		Department	City Futures
Progress Comments	Over the last 12 months, the Knox Investment Facilitation Service has directly assisted seven businesses to explore business growth within the municipality. In addition, active participation in the development of the Regional Investment Attraction Strategy for Melbourne’s East will inform Council’s strategic approach to further attract new investment into Knox. Implementation of this Strategy has commenced with a two page editorial for Inside Small Business magazine and preparation of an Investment Attraction Plan using the CARE (Create, Attract, Retain and Expand) model. <i>Last Updated : 14/07/2016</i>			

Action Description	Start Date	End Date	Status	%
■ Continue delivery of the Business Visits and Engagement Program to improve Council's understanding of the business community and their needs in terms of skills, growth, labour force, technology and infrastructure requirements.	01/07/2015	30/06/2016	Completed	100%
Responsible Person	Paul Dickie-Acting Manager City Futures		Department	City Futures
Progress Comments	Since 1 July 2015, 34 business visits, 43 business engagement opportunities and 21 direct contacts (telephone & email) to promote specific targeted business initiatives have occurred. Connecting directly with businesses through business visits and various business events provides an opportunity to promote Council’s Business and Economic Development Service and to better understand the challenges and opportunities facing Knox businesses. <i>Last Updated : 12/07/2016</i>			

Prosperous, Advancing Economy

Action Description	Start Date	End Date	Status	%
 Continue to advance Council's place based planning to achieve business growth, attract investment and boost employment in key strategic precincts, specifically Bayswater-Boronia, Employment/Industrial Precinct and Scoresby Rowville Employment Precinct.	01/07/2015	30/06/2016	Completed	100%
Responsible Person	Paul Dickie-Acting Manager City Futures		Department	City Futures
Progress Comments	<p>The Bayswater Business Precinct Working Group has been established to advance Council's place based planning with regional partners including Maroondah and Yarra Ranges Councils and the Melbourne East Regional Development Australia.</p> <p>Activities to advance business growth, attract investment and boost employment in the Bayswater Business Precinct have included:</p> <ul style="list-style-type: none"> • Review of the planning policies and controls affecting the Precinct; • Engaging with Bayswater businesses to raise the profile of the project and encourage participation in project initiatives scheduled for 2016-17; and • Research into business connectivity such as supply chain management (flow of goods and services). <p>The Scoresby/Rowville Employment Precinct was also supported by Council's Investment Facilitation Service. The service supports production economy activities within the precinct, with a focus on research and development, industry/technology, warehousing/distribution, bio-tech industries and complementary offices.</p> <p><i>Last Updated : 15/07/2016</i></p>			

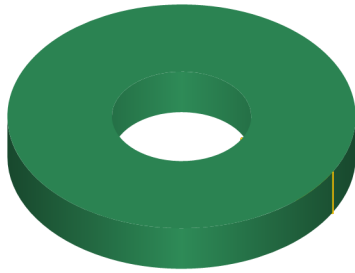
Action Description	Start Date	End Date	Status	%
 Progress preparation of a structure plan in collaboration with the Metropolitan Planning Authority to guide future investment and development for the Wantirna Health and Medical Precinct.	01/07/2015	30/06/2016	Completed	100%
Responsible Person	Paul Dickie-Acting Manager City Futures		Department	City Futures
Progress Comments	<p>Research for the Wantirna Health and Medical Precinct has been undertaken in conjunction with the Metropolitan Planning Authority. This research is required to guide the future investment and development of the Precinct, and has demonstrated that the Wantirna Health Precinct has the potential to further develop as a State Significant health precinct, within a highly competitive regional landscape that includes Box Hill and Monash Medical health clusters.</p> <p>Specific activities over the last 12 months have included:</p> <ul style="list-style-type: none"> • Partnering with the Metropolitan Planning Authority to complete a Health Demand Analysis to investigate health needs and investment opportunities in the Precinct (circulated to Councillor's via memo in April 2016). • Initiated establishment of a working group with key stakeholders and agencies; • Engagement with major industry, education and health service providers to build potential investment interest; • Continued advocacy to State Government for a strategic approach to use and disposal of vacant land holdings within the Precinct; and • The commencement of stakeholder mapping to help guide the planning and delivery of the Precinct. <p><i>Last Updated : 14/07/2016</i></p>			

Prosperous, Advancing Economy

Action Description	Start Date	End Date	Status	%	
 Proactively participate in regional forums and initiatives with South East Melbourne Innovation Precinct, the Melbourne East Regional Development Australia Group and the Regional Metropolitan Planning Group to achieve regional collaboration, build networks across Government and business and increase joint advocacy.	01/07/2015	30/06/2016	Completed	100%	
Responsible Person	Paul Dickie-Acting Manager City Futures		Department	City Futures	
Progress Comments	<p>Active participation in regional forums and initiatives continued in 2015-16 with Melbourne East Regional Development Australia Group and Regional Metropolitan Planning Group. Initiatives included:</p> <ul style="list-style-type: none"> • Bayswater Industrial Precinct - a joint regional project with Maroondah City Council, Yarra Ranges Council and Eastern Regional Development Australia, who supports the use of the industrial/employment areas in Bayswater, Bayswater North and Kilsyth, as an important precinct for economic and employment outcomes. • Progression of the Regional Work Plan and improved coordination of economic development initiatives across the region, and • Implementation of the Regional Investment Attraction Strategy for Melbourne's East. <p>A regional partnership was also established with Greater Dandenong, Kingston, Casey and Cardinia Councils, Committee of Dandenong and South East Melbourne Manufacturers Alliance (SEMMA) resulting in the Smart Manufacturing 16 Exhibition on 22 March and 17 May 2016. The exhibition was aimed at advocating and 'aggressively promoting Dandenong and South East Melbourne as the largest Manufacturing Centre of Australia'.</p> <p>Council now also participates in a newly formed State Government Automotive Transition Taskforce.</p> <p><i>Last Updated : 15/07/2016</i></p>				

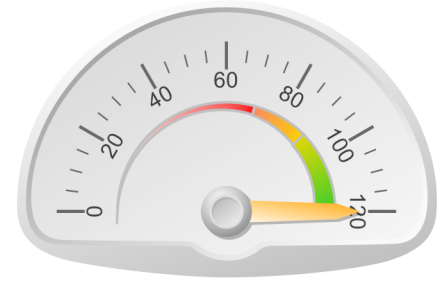
Vibrant and Sustainable Built and Natural Environments

Action Status



■ Off Track 0.00 %
■ Monitor 0.00 %
■ On Track 100.00 %
■ No Target 0.00 %

Action Performance




Actions reported on	6
At least 90% of action target achieved	6
Between 70% and 90% of action target achieved	0
Less than 70% of action target achieved	0
Actions with no target set	0


Initiatives for 2015/16


Action Description	Start Date	End Date	Status	%
■ Progress preparation of a detailed structure plan to guide and support future development within the Knox Central Activity Centre.	01/07/2015	30/06/2016	Completed	100%
Responsible Person	Paul Dickie-Acting Manager City Futures		Department	City Futures
Progress Comments	Several background studies were completed in the 2015-16 financial year in order to inform the preparation of the draft Knox Central Activity Centre Structure Plan. These technical studies covered the following areas: - land use; - economic and property market analysis; - heritage; transport; and - built form A draft Structure Plan was presented to the Knox Central Advisory Committee on 27 June 2016. The final draft is now proposed to be presented to the September Strategic Planning Committee Meeting. <i>Last Updated : 14/07/2016</i>			

Action Description	Start Date	End Date	Status	%
■ Identify and address missing links and key places for path connectivity through Council's capital works program.	01/07/2015	30/06/2016	Completed	100%
Responsible Person	Matthew Hanrahan-Manager Sustainable Infrastructure		Department	Sustainable Infrastructure
Progress Comments	A priority listing outlining a 20 year program of new and/or upgraded works to enhance path connectivity has been presented to Council as part of the annual budget process. This has seen an increase in the level of funding commitment to paths to \$300,000 per year. This funding is in addition to the almost \$2 million Council spends on footpath renewals and \$500,000 on shared path renewals each year. This year, both the new and upgrade and renewal programs for footpaths and shared paths were fully expended. The only exclusion was one Mountain Highway project which has been delayed due to adjacent construction works. <i>Last Updated : 15/07/2016</i>			


Vibrant and Sustainable Built and Natural Environments

Action Description	Start Date	End Date	Status	%
 Actively participate in an advocacy program for improved public transport through membership of the Eastern Transport Coalition.	01/07/2015	30/06/2016	Completed	100%
Responsible Person	Matthew Hanrahan-Manager Sustainable Infrastructure		Department	Sustainable Infrastructure
Progress Comments	<p>Council actively participates in the Eastern Transport Coalition (ETC) programs and initiatives, and currently serves as Chair. ETC recently prepared a submission to Infrastructure Victoria in response to their "All Things Considered" document which sought to identify infrastructure priorities in Victoria over the next 30 years.</p> <p>A key focus in the year to date is securing enhanced outcomes through the grade separation projects.</p> <p><i>Last Updated : 15/07/2016</i></p>			

Action Description	Start Date	End Date	Status	%
 Following on from the release of Stage 2 of the Rowville Rail Study, undertake advocacy to seek a commitment from the state government to improve existing bus services, to protect a land corridor for the future train line, and expedite delivery of the Rowville Rail.	01/01/2016	30/06/2016	Completed	100%
Responsible Person	Matthew Hanrahan-Manager Sustainable Infrastructure		Department	Sustainable Infrastructure
Progress Comments	<p>A letter was presented to the Premier, under the Mayor's signature, calling for appropriate planning measures to be put in place to protect the future Rowville Rail corridor from inappropriate development. This was identified as a key finding of the of the Stage 1 feasibility assessment and has not progressed significantly since the release of the Stage 2 report.</p> <p>At it's meeting in October 2015, Council resolved to erect signage at four strategic locations around the municipality, to advocate for Federal Government funding of major public transport infrastructure projects - including the extension of heavy rail to Rowville, and the No. 75 tram service to Knox Central. The "let's connect the dots" campaign to coincided with the Federal election.</p> <p>Council prepared a submission to Infrastructure Victoria's "All Things Considered" document calling for a more holistic approach to bus planning for metropolitan Melbourne. The submission identified the need for improved service hours and frequency across Melbourne. It also identified the need for a staged implementation approach for improved bus services along both Wellington Road (Rowville Rail) and Burwood Hwy (Knox Tram).</p> <p><i>Last Updated : 10/08/2016</i></p>			

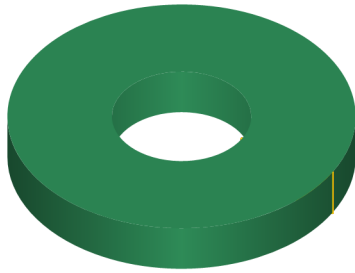
Action Description	Start Date	End Date	Status	%
 Continue to participate in the development of the Bayswater Grade Separation Project to provide an integrated solution that satisfies both the state government's business case and Council's objectives, as outlined in the Bayswater Structure Plan.	01/07/2015	30/06/2016	Completed	100%
Responsible Person	Matthew Hanrahan-Manager Sustainable Infrastructure		Department	Sustainable Infrastructure
Progress Comments	<p>The \$170 million project has been announced by State Government and works have are progressing with a construction period expected to run until March 2017. Council Officers are supporting key interface activities (e.g such as car parking, works abutting Council roads, Marie Wallace Bayswater Park etc.), contributing to the design development process through stakeholder groups for key design elements and participating in the Urban Design Advisory Panel and the Stakeholder Liaison Group.</p> <p><i>Last Updated : 15/07/2016</i></p>			

Vibrant and Sustainable Built and Natural Environments

Action Description	Start Date	End Date	Status	%
 Continue to prioritise Council's Integrated Transport Plan to inform reviews of the Pedestrian Plan, the Bicycle Plan, Mobility Study Implementation Plan and Road Management Plan.	01/07/2015	30/06/2016	In Progress	75%
Responsible Person	Matthew Hanrahan-Manager Sustainable Infrastructure		Department	Sustainable Infrastructure
Progress Comments	Following a period of community consultation and invitation for submissions, Council formally adopted the revised Integrated Transport Plan at its meeting on 24 February 2015. Aligned to the key strategies identified within the Transport Integration Act 2010, the Integrated Transport Plan incorporates a series of actions which are to be delivered on an ongoing basis across key themes. Officers are progressing with two key priority initiative from the Integrated Transport Plan with the development of a Principle Pedestrian Plan and a Parking Policy for Knox.			
	<i>Last Updated : 15/08/2016</i>			

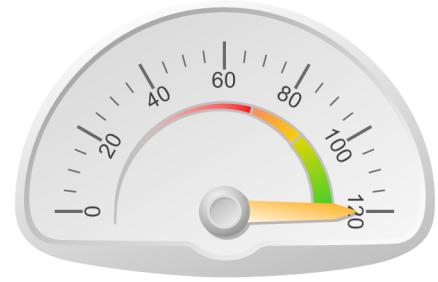
Culturally Rich and Active Communities

Action Status



■ Off Track 0.00 %
■ Monitor 0.00 %
■ On Track 100.00 %
■ No Target 0.00 %

Action Performance



Actions reported on	2
At least 90% of action target achieved	2
Between 70% and 90% of action target achieved	0
Less than 70% of action target achieved	0
Actions with no target set	0

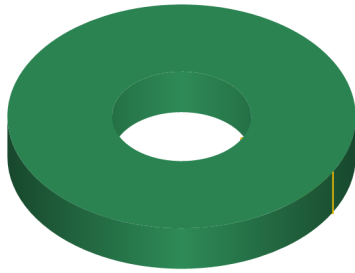
Initiatives for 2015/16

Action Description	Start Date	End Date	Status	%
■ Investigate and implement opportunities to use new social media tools to promote arts and cultural opportunities across the community.	01/07/2015	30/06/2016	In Progress	80%
Responsible Person	Peter Gore-Manager Youth, Leisure and Cultural Services		Department	Youth, Leisure and Cultural Services
Progress Comments	Council's arts and cultural activities are promoted through existing communication avenues including the website, Knox News, local newspapers and Council social media channels as well as the Knox Community Arts Centre Facebook page. A project is underway to identify opportunities to further strengthen this to address the unique nature of arts and culture programs and to be aligned with broader Council communications strategy and policies. The project involves auditing current mechanisms, benchmarking with best practice Councils, audience analysis and identifying requirements for effectively managing social media tools tailored to suit arts and culture programs. The research has been undertaken with final work on an implementation plan (including key actions, timeframes and measures) to be completed in September 2016. <i>Last Updated : 15/08/2016</i>			

Action Description	Start Date	End Date	Status	%
■ Work with Westfield to finalise arrangements for an interim, and permanent, Knox library in the Knox Central precinct.	01/07/2015	30/06/2016	Completed	100%
Responsible Person	Peter Gore-Manager Youth, Leisure and Cultural Services		Department	Youth, Leisure and Cultural Services
Progress Comments	Work with Westfield has occurred on both the permanent and temporary library facilities, however revisions to the plan for the shopping centre redevelopment have meant delays to finalisation. Relocation into the temporary premises is not expected to occur before July 2017, however work has progressed on the designs and lease arrangements with the aim of completing these by the end of 2016. A Heads of Agreement between Westfield and Council for the long term library in the redeveloped shopping centre is being progressed with a view to completion by September 2016. <i>Last Updated : 10/08/2016</i>			

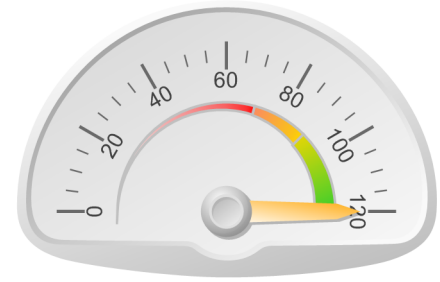
Democratic and Engaged Communities

Action Status



■ Off Track 0.00 %
■ Monitor 0.00 %
■ On Track 100.00 %
■ No Target 0.00 %

Action Performance



Actions reported on	7
At least 90% of action target achieved	7
Between 70% and 90% of action target achieved	0
Less than 70% of action target achieved	0
Actions with no target set	0

Initiatives for 2015/16

Action Description	Start Date	End Date	Status	%
■ Develop and adopt a community infrastructure planning policy to build consideration of potential multiple community uses into new and upgrades for Council and community facilities.	01/07/2015	30/06/2016	Completed	100%
Responsible Person	Kathy Parton-Manager Community Wellbeing		Department	Community Wellbeing
Progress Comments	The Community Facilities Planning Policy and Guidelines were adopted by Council on June 28 2016. The policy outlines Council’s commitment to an integrated planning process for the planning and delivery of community facilities. It specifically requires consideration of opportunities for multipurpose, co-located or integrated community uses or community hubs when planning for new and/or upgraded community facilities, and also identifies key locational considerations to maximise multipurpose opportunities. The guidelines will support and inform a process to plan, assess, prioritise, deliver and manage Council’s community facilities. <i>Last Updated : 15/08/2016</i>			

Action Description	Start Date	End Date	Status	%
■ Actively participate in the Victorian Electoral Commission's Local Government Representation Review of the Knox municipality.	01/07/2015	30/06/2016	Completed	100%
Responsible Person	Fleur Cousins-Manager Governance and Innovation		Department	Governance and Innovation
Progress Comments	The Electoral Representation Review for Knox is now complete. Council actively participated in the review process preparing two submissions which recommended retaining the existing electoral structure of nine single-member wards. Following consideration of all submissions, the Victorian Electoral Commission (VEC) recommended to the Minister for Local Government that Knox retain the current ward structure with minor modification's to boundaries to ensure they provide for equitable representation in accordance with the Local Government Act 1989. The Minister has accepted the VEC's recommendation with changes to the electoral structure applying at the 2016 general elections. <i>Last Updated : 11/01/2016</i>			

Democratic and Engaged Communities


Action Description		Start Date	End Date	Status	%
<input checked="" type="checkbox"/>	Begin preparations for the 2016 Council general elections.	01/07/2015	30/06/2016	Completed	100%
Responsible Person	Fleur Cousins-Manager Governance and Innovation	Department	Governance and Innovation		
Progress Comments	Preparations for the elections have commenced. The voting method has been determined by Council as attendance voting. The Election Period Policy (formerly Caretaker Policy) has been reviewed and endorsed by Council in accordance with recent legislative amendments to the Local Government Act. A contract has been entered into with the Victorian Electoral Commission for the conduct of the elections and a candidate information session was held on 22 June 2016.				
	<i>Last Updated : 14/07/2016</i>				

Action Description		Start Date	End Date	Status	%
<input checked="" type="checkbox"/>	Develop a comprehensive Advocacy Strategy to guide Council's advocacy efforts.	01/07/2015	30/06/2016	In Progress	25%
Responsible Person	Kath Oakley-Manager Communications and Customer Service	Department	Communications		
Progress Comments	The Advocacy Framework has been scoped and an appropriate supplier will be sourced by the end of July 2016. The Framework will be delivered by November 2016.				
	<i>Last Updated : 10/08/2016</i>				

Action Description		Start Date	End Date	Status	%
<input checked="" type="checkbox"/>	Develop a Council Communications Strategy.	01/07/2015	30/06/2016	In Progress	25%
Responsible Person	Kath Oakley-Manager Communications and Customer Service	Department	Communications		
Progress Comments	The development of the Communications Strategy is underway, with an appropriate supplier to be engaged by the end of July 2016. The Strategy will be delivered by December 2016.				
	<i>Last Updated : 10/08/2016</i>				

Action Description		Start Date	End Date	Status	%
<input checked="" type="checkbox"/>	Continue to allocate sufficient funding to ensure Council meets its asset renewal target in 2015-16.	01/07/2015	30/06/2016	Completed	100%
Responsible Person	Matthew Hanrahan-Manager Sustainable Infrastructure	Department	Sustainable Infrastructure		
Progress Comments	Council's 2015-16 budget has ensured sufficient funding has been applied to meet asset renewal targets. Council's 2015-16 asset renewal budget represents 100% of the 2015-16 renewal requirements (not including carry forwards from 2014-15). This exceeds the minimum target of 98% funding of asset renewal requirements outlined in Council's Strategic Asset Management Plan.				
	<i>Last Updated : 19/07/2016</i>				

Democratic and Engaged Communities

Action Description	Start Date	End Date	Status	%	
 Complete a minimum of nine service reviews as part of the implementation of Year Three of Council's four-year rolling service review program.	01/07/2015	30/06/2016	Completed	100%	
Responsible Person	Fleur Cousins-Manager Governance and Innovation		Department	Governance and Innovation	
Progress Comments	<p>The Year 3 service planning program of work scheduled for 2015-16 is on track.</p> <p>The following six services have completed their service analyses which were presented at the Issues Briefings on 10 May, 31 May and 7 June:</p> <ul style="list-style-type: none"> - Economic Development - Health Services - Community Access & Equity - Strategy & Innovation - Governance, - Community Strengthening, and - Customer Service. <p>The remaining three services, Integrated Water Management, Leisure Services and Place Management, are scheduled to be presented at Issues Briefings on 12 July.</p> <p><i>Last Updated : 14/07/2016</i></p>				

SCOTT WARD**10.2 TRANSFER OF AREAS OF TREE RESERVE TO VICROADS FOR THE HIGH STREET ROAD DUPLICATION**

SUMMARY: *Property Management Coordinator (Angela Mitchell)*

This report finalises the transfer of areas of tree reserve to VicRoads for the High Street Road duplication following VicRoads acquiring these areas by compulsory acquisition.

RECOMMENDATION

That Council

1. Authorise the Chief Executive Officer to sign and seal all documentation for the transfer of:
 - Part of Reserve 1, Parcels 21 and 22 (214.6m²) on Survey Plan 23073A, north-east corner Wallace Road and High Street Road, Wantirna South (part of the land) on Plan of Subdivision 312158Y contained in Certificate of Title Volume 10092 Folio 377.
 - Part of Reserve 1, Parcel 33 (167.0m²) on Survey Plan 23074, north-east corner Lewis Road and Burwood Highway, Knoxfield (part of the land) on Plan of Subdivision 125356 contained in Certificate of Title Volume 9325 Folio 202.
 - Part of Reserve 2, Parcels 11 and 12 (64.9m²) on Survey Plan 23072A, north-east corner Wallace Road and High Street Road, Wantirna South (part of the land) on Plan of Subdivision 203298F contained in Certificate of Title Volume 9687 Folio 725.
 - Part of Reserve 2, Parcels 1 and 2 (339.0m²) on Survey Plan 23071, north-east corner Stud Road and High Street Road, Wantirna South (part of the land) on Plan of Subdivision 133948 contained in Certificate of Title Volume 9414 Folio 646.
2. Note that VicRoads will pay Council \$135,650 for the areas of tree reserve listed above plus associated costs to effect the transfer of these sites.

1. INTRODUCTION

Council was issued with a Notice of Intention to Acquire by VicRoads on 29 July 2014 to acquire areas of tree reserves in the following areas:

- Part of Reserve 1, Parcels 21 and 22 (214.6m²) on Survey Plan 23073A, north-east corner Wallace Road and High Street Road, Wantirna South (part of the land) on Plan of Subdivision 312158Y contained in Certificate of Title Volume 10092 Folio 377.

10.2 Transfer of Areas of Tree Reserve to VicRoads for the High Street Road Duplication (cont'd)

- Part of Reserve 1, Parcel 33 (167.0m²) on Survey Plan 23074, north-east corner Lewis Road and Burwood Highway, Knoxfield (part of the land) on Plan of Subdivision 125356 contained in Certificate of Title Volume 9325 Folio 202.
- Part of Reserve 2, Parcels 11 and 12 (64.9m²) on Survey Plan 23072A, north-east corner Wallace Road and High Street Road, Wantirna South (part of the land) on Plan of Subdivision 203298F contained in Certificate of Title Volume 9687 Folio 725.
- Part of Reserve 2, Parcels 1 and 2 (339.0m²) on Survey Plan 23071, north-east corner Stud Road and High Street Road, Wantirna South (part of the land) on Plan of Subdivision 133948 contained in Certificate of Title Volume 9414 Folio 646.

These areas, totalling 785.5m² as indicated on Appendices A, B, C and D, were required for the High Street Road duplication project from Stud Road, Wantirna South to Burwood Highway, Knoxfield.

2. DISCUSSION

VicRoads issued a Notice of Intention to Acquire for the four sites on 29 July 2014. This was followed by Notices of Acquisition published in the Government Gazette on 9 October 2014 with an Offer of Compensation for the four sites totalling \$45,000 on 22 October 2014.

This offer was rejected and since this time Council staff and valuers have been negotiating with VicRoads. Whilst the offer was rejected, the acquisition process continued as did the works on the sites. This did not affect the ongoing negotiations regarding compensation. Agreement has now been reached for Council to be compensated \$135,650 with VicRoads meeting Council's costs relating to the transfer of the areas of land.

The areas of land to be transferred to VicRoads and the amounts of compensation (excluding costs) are listed as follows:

Property Address	Compensation
Part of Reserve 1, Parcels 21 and 22 (214.6m ²) on Survey Plan 23073A, north-east corner Wallace Road and High Street Road, Wantirna South (part of the land) on Plan of Subdivision 312158Y contained in Certificate of Title Volume 10092 Folio 377.	\$51,500
Part of Reserve 1, Parcel 33 (167.0m ²) on Survey Plan 23074, north-east corner Lewis Road and Burwood Highway, Knoxfield (part of the land) on Plan of Subdivision 125356 contained in Certificate of Title Volume 9325 Folio 202.	\$35,000

10.2 Transfer of Areas of Tree Reserve to VicRoads for the High Street Road Duplication (cont'd)

Property Address	Compensation
Part of Reserve 2, Parcels 11 and 12 (64.9m ²) on Survey Plan 23072A, north-east corner Wallace Road and High Street Road, Wantirna South (part of the land) on Plan of Subdivision 203298F contained in Certificate of Title Volume 9687 Folio 725.	\$8,650
Part of Reserve 2, Parcels 1 and 2 (339.0m ²) on Survey Plan 23071, north-east corner Stud Road and High Street Road, Wantirna South (part of the land) on Plan of Subdivision 133948 contained in Certificate of Title Volume 9414 Folio 646.	\$40,500
	\$135,650

3. CONSULTATION

Section 191 of the Local Government Act 1989 enables Council to transfer land to the Crown, Minister or any public body without undertaking the statutory advertising process.

Council's Engineering, Planning and Sustainability departments were consulted and indicated no objection to transferring these areas of land.

4. ENVIRONMENTAL/AMENITY ISSUES

There are no environmental or amenity issues associated with these areas of land.

5. FINANCIAL & ECONOMIC IMPLICATIONS

Council will receive \$135,650 from the sale of these areas of land from VicRoads. In addition to this, they will meet Council's associated costs to effect this transfer. The sale price offered has been agreed following negotiations between VicRoads, valuers and Council staff. This figure is also consistent with Council's valuation of these areas.

6. SOCIAL IMPLICATIONS

There are no social implications associated with these areas of land.

7. RELEVANCE TO CITY PLAN 2013-17 (INCORPORATING THE COUNCIL PLAN)

This report relates to Theme 5 Democratic and Engaged Communities:

5.3.1 Maintain accountable and transparent governance practices, and Council's sound stewardship of the community's finances and assets.

10.2 Transfer of Areas of Tree Reserve to VicRoads for the High Street Road Duplication (cont'd)

8. CONCLUSION

VicRoads issued Council with Notices of Intention to Acquire followed by Notices of Acquisition and Offer of Compensation on four parcels of land within areas of tree reserve for the High Street Road duplication project. Negotiations have now been finalised for Council to be compensated an amount of \$135,650 plus associated costs for these parcels of land. It is recommended that Council resolve to transfer the areas of tree reserve as identified in this report.

9. CONFIDENTIALITY

This report is not of a confidential nature.

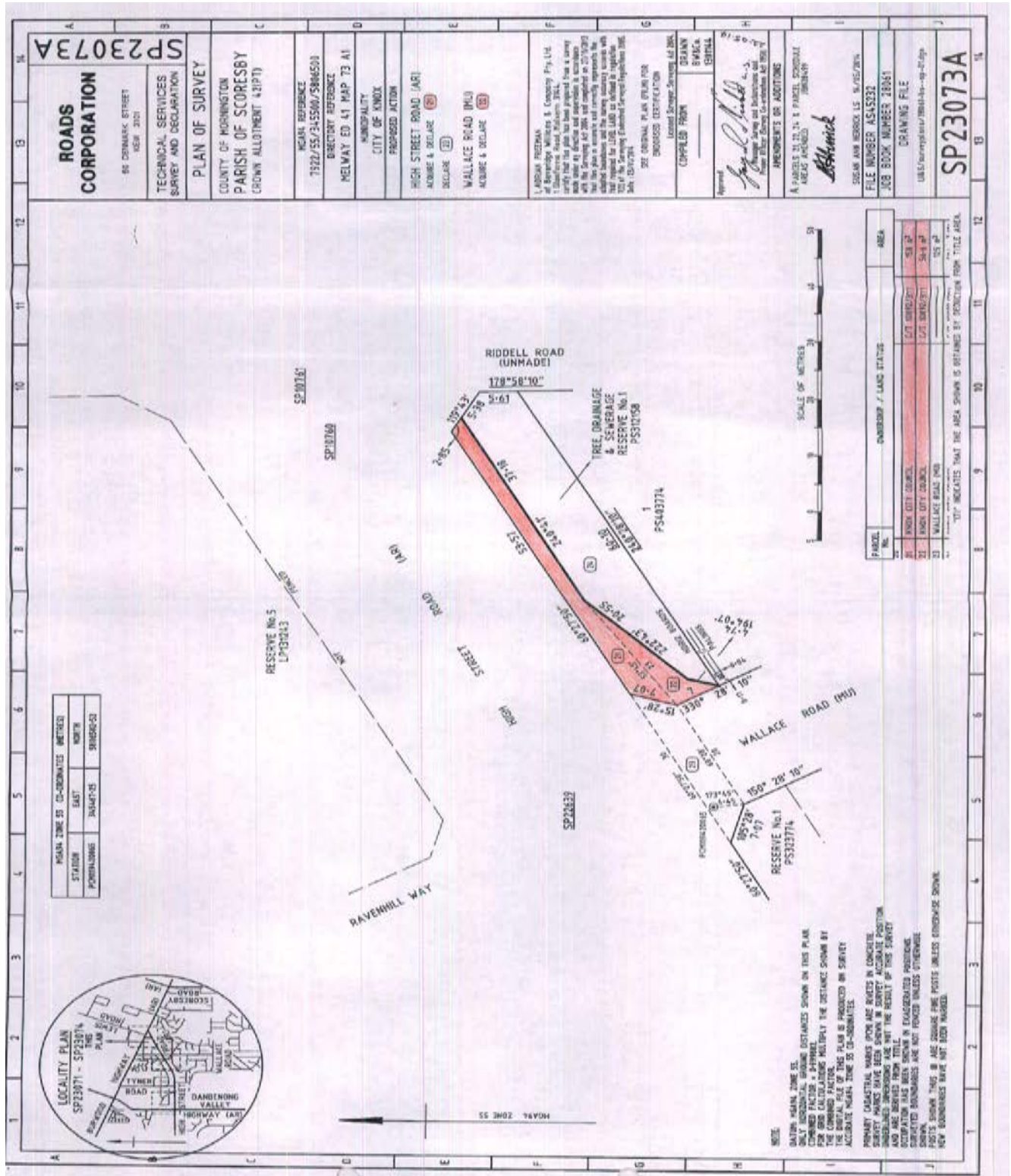
Report Prepared By: *Property Management Coordinator
(Angela Mitchell)*

*Manager - Finance and Property Services
(Dale Monk)*

Report Authorised By: *Director – Corporate Development
(Joanne Truman)*

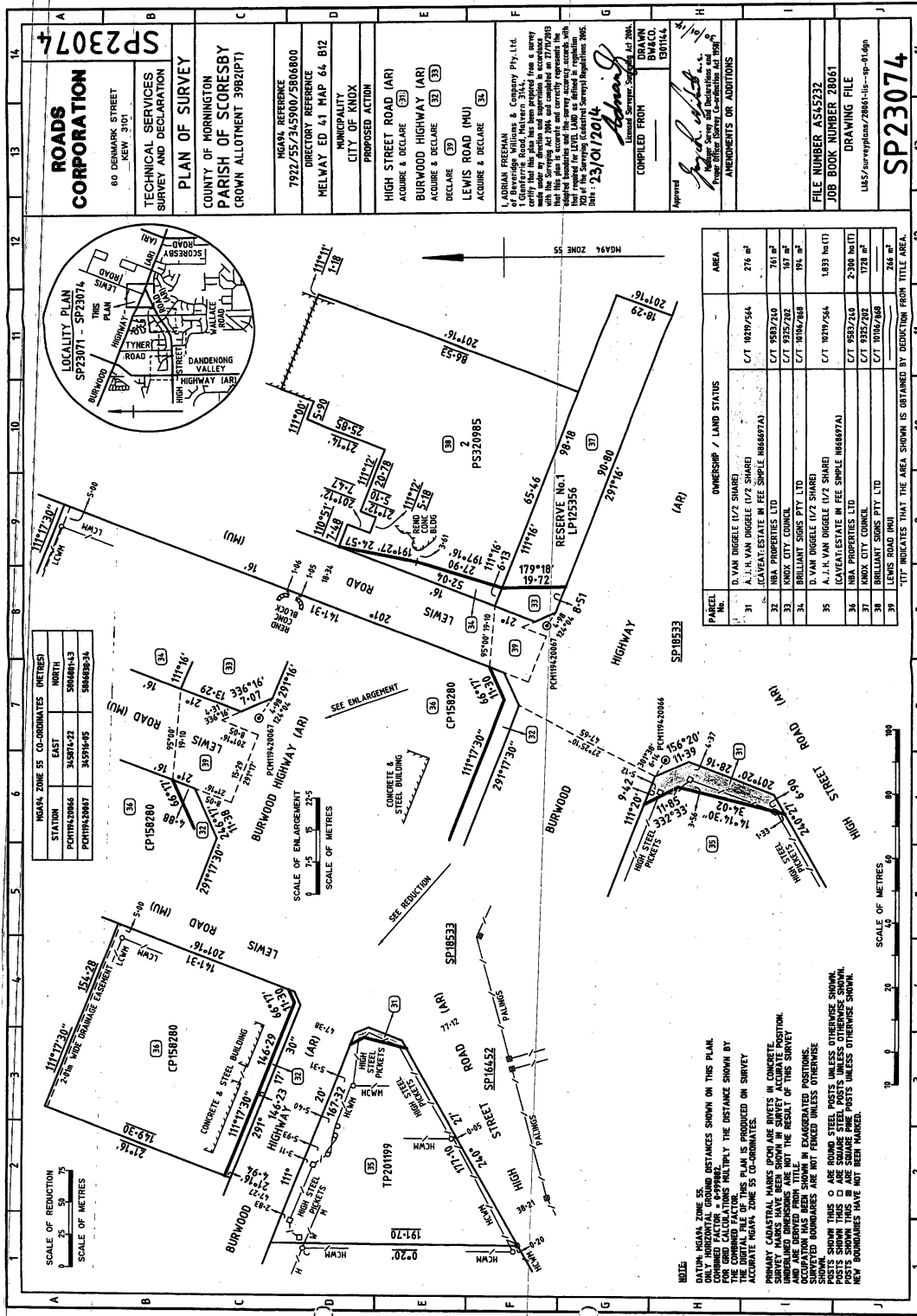
10.2 Transfer of Areas of Tree Reserve to VicRoads for the High Street Road Duplication (cont'd)

APPENDIX A



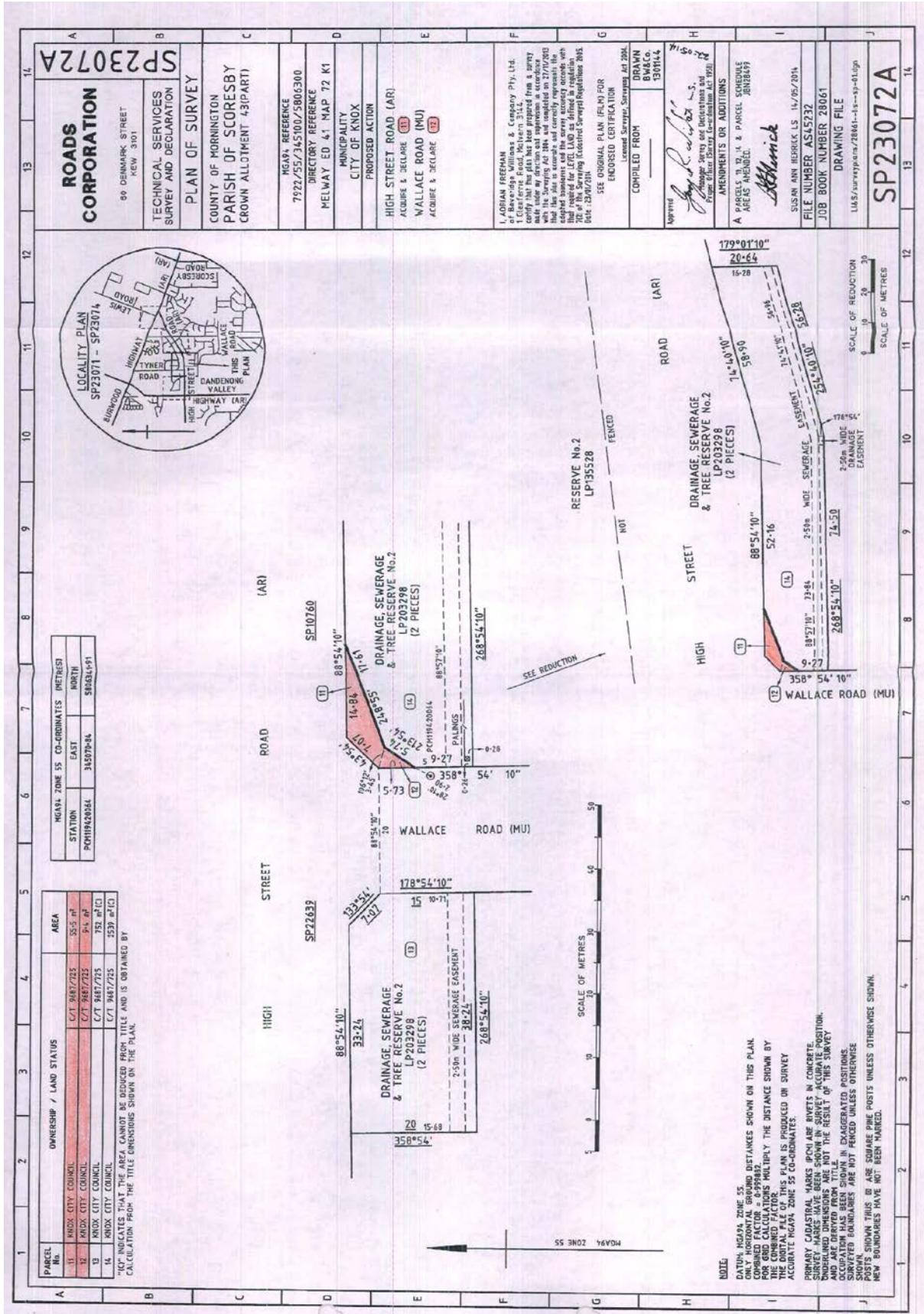
10.2 Transfer of Areas of Tree Reserve to VicRoads for the High Street Road Duplication (cont'd)

APPENDIX B



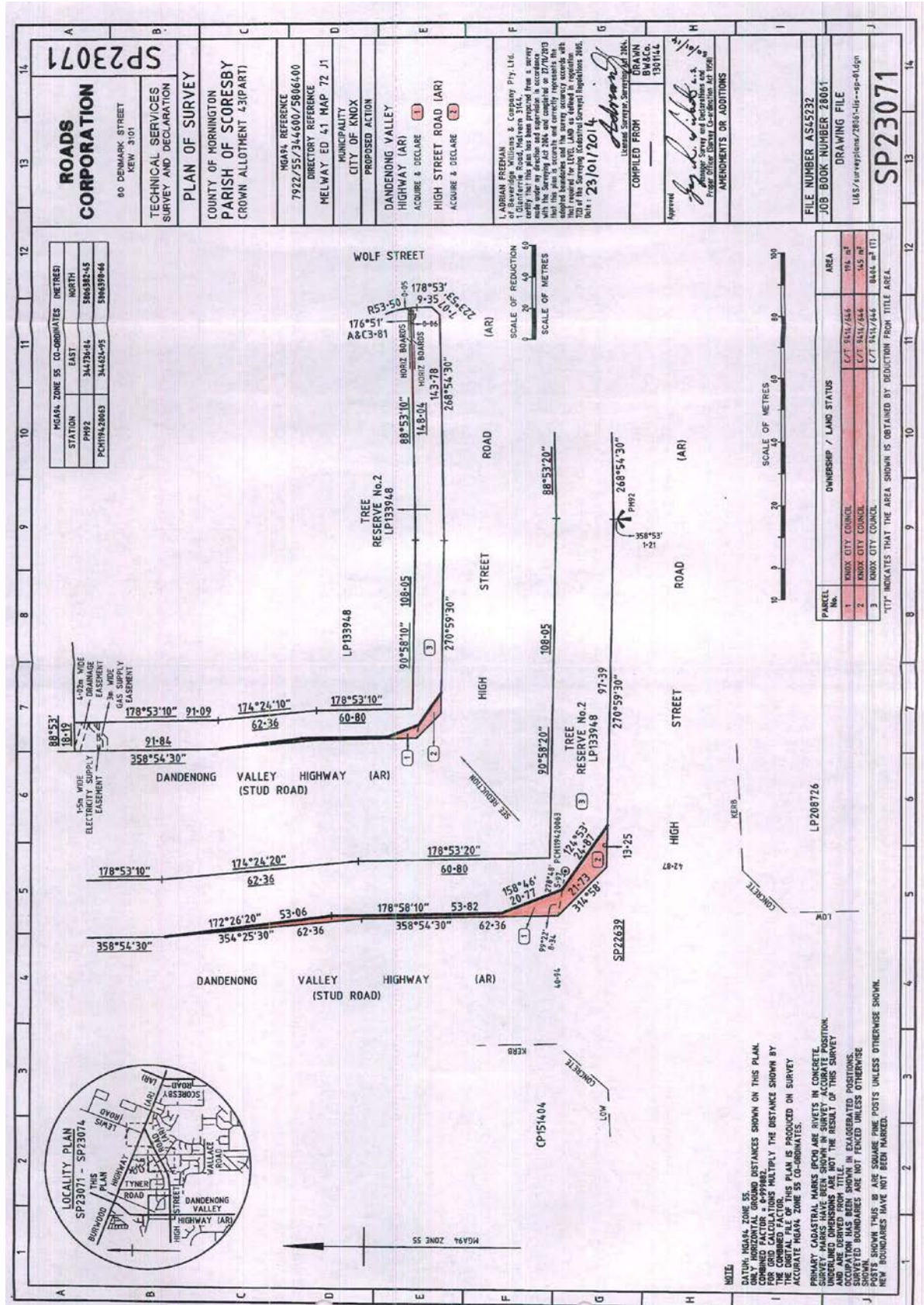
10.2 Transfer of Areas of Tree Reserve to VicRoads for the High Street Road Duplication (cont'd)

APPENDIX C



10.2 Transfer of Areas of Tree Reserve to VicRoads for the High Street Road Duplication (cont'd)

APPENDIX D



ALL WARDS**10.3 INCIDENTAL COMMUNITY GRANTS PROGRAM APPLICATIONS**

SUMMARY: *Governance Officer - (Kirstin Ritchie)*

This report summarises the recommended grants from the Incidental Community Grants Program.

All applications have been assessed against the criteria as set out in the Incidental Community Grant Program Policy.

RECOMMENDATION

That Council approve the eight recommended Incidental Community Grant applications for a total value of \$7,548.00, and note the two applications approved under delegated authority for a total value of \$660.00, as detailed in Appendix A.

1. INTRODUCTION

At the Ordinary Council meeting, held on 28 June 2016, Council resolved to endorse the Incidental Community Grants Program Policy until 1 March 2017 to enable the continued provision of ad hoc one-off grants.

Under the endorsed policy the following criteria are used to determine the eligibility of applications for Incidental Community Grants:

- All requests for funding must be in writing and on the relevant funding application form; and
- Applications must be from individuals who reside in Knox or community groups that provide services to the Knox community; and
- All applications for funding must provide a demonstrated benefit to the Knox community and be in keeping with the objectives and directions of the City Plan; and
- Applications for financial donations and general fundraising activities will not be supported through the Incidental Community Grants Program; and
- The maximum grant limit is \$1,000.

This report presents to Council recommended grant allocations in accordance with this policy.

10.3 Incidental Community Grants Program Applications (cont'd)

2. DISCUSSION

Council has established the Incidental Community Grants program to ensure that funding can be provided to individuals and community groups who request ad hoc, incidental, community based, one-off grants.

The Incidental Community Grants Program Policy (the Policy) sets out an open and transparent grant program that meets the principles of good governance and is compliant with the requirements of the Local Government Act 1989.

In accordance with policy guidelines, applications for funding up to \$500.00 have been assessed and approved under delegation. Applications for funding between \$501 and \$1,000 have been assessed by the Chief Executive Officer's delegate for Council's approval.

This report outlines the grant applications received since the previous Ordinary Council meeting, held on 26 July 2016, and recommends eight grants for Council's approval. Two grants totalling \$660.00 have been approved under delegated authority.

3. CONSULTATION

No consultation has been undertaken in relation to this report. This information is presented as part of Council's accountability to the community.

4. ENVIRONMENTAL/AMENITY ISSUES

There are no environmental or amenity issues associated with this report.

5. FINANCIAL & ECONOMIC IMPLICATIONS

The approval of incidental community grants is managed within Council's adopted budget.

6. SOCIAL IMPLICATIONS

The Incidental Community Grants program allows Council the flexibility to respond to requests from individual's and/or community groups within Knox at a municipal level. These grants provide applicants the opportunity to participate and support a variety of community based programs.

10.3 Incidental Community Grants Program Applications (cont'd)**7. RELEVANCE TO CITY PLAN 2013-17 (INCORPORATING THE COUNCIL PLAN)**

Provision of the Incidental Community Grants program assists Council in meeting its general objectives under the Council Plan.

8. CONCLUSION

This report contains the recommendation for funding through the Incidental Community Grants program in Appendix A.

This recommendation is presented to Council for consideration and endorsement.

9. CONFIDENTIALITY

Confidential Appendix B contains each of the individual grant applications for Council's consideration.

Report Prepared By: Governance Officer (Kirstin Ritchie)

***Report Authorised By: Director – Corporate Development
(Joanne Truman)***

10.3 Incidental Community Grants Program Applications (cont'd)**APPENDIX A – Incidental Community Grants Applications**

Applicant Name	Project Title	Amount Requested	Amount Recommended
Mandy Mercuri	Room hire costs and catering for living with chronic pain free public event as part of National Pain Week.	\$360.00	\$360.00 (approved under delegation)
Rowville Football Club	Purchase of footballs for current participants of "Come Try AFL" program for girls aged 8-16 so they can continue practicing their skills.	\$300.00	\$300.00 (approved under delegation)
Knoxfield Cricket & Sporting Club	Purchase of new playing shirts for all juniors.	\$1,000.00	\$1,000.00
Hungarian Community Co-Op Association Ltd	Purchase of new laptop for the media and advertising work to be carried out for the centre and multicultural harmony festival.	\$968.00	\$968.00
Interchange Outer East	Financial assistance to run a Conference for the Disability, Family Support and Council Sectors themed <i>Your Story</i> .	\$1,000.00	\$1,000.00
Scoresby Veterans Football Club	Purchase of medical kit and new footballs.	\$1,000.00	\$1,000.00
Knox Basketball Incorporated	Purchase of compression garments for under 14 Girls & Boys Knox Raiders team to wear at Australian Club Championships.	\$1,000.00	\$1,000.00
Wantirna Tennis Club Inc	Purchase of new safety pole padding to be installed around court lights, high visibility game score boards and 10 dozen balls.	\$980.00	\$980.00
Upper Ferntree Gully Junior Footy Club	Contribution towards entertainment for end of year presentation day.	\$1,000.00	\$1,000.00
Liz's Kitchen	Purchase 12 tables for use in the dining room for Liz's Kitchen community meal.	\$600.00	\$600.00
		Total Amount	\$8,208.00

10.3 Incidental Community Grants Program Applications (cont'd)

Confidential Appendix B circulated under separate cover.

ALL WARDS**11.1 ASSEMBLIES OF COUNCILLORS**

SUMMARY: *Manager – Governance and Innovation (Fleur Cousins)*

This report provides details of Assembly of Councillors established under section 80A of the Local Government Act as required under section 80A(2) of the Act.

RECOMMENDATION

That Council

- 1. Note the written record of Assemblies of Councillors as attached to this report.**
- 2. Incorporate the records of the Assemblies into the minutes of the meeting.**

1. INTRODUCTION

Under section 80A(2) of the Local Government Act, the Chief Executive Officer must present a written record of an Assembly of Councillors to an ordinary meeting of Council as soon as practicable after an Assembly occurs. This written record is required to be incorporated into the minutes of the meeting.

Details of Assemblies of Councillors that have occurred between Monday 11 July 2016 and Sunday 7 August 2016 are attached to this report.

Report Prepared By: *Manager – Governance and Innovation (Fleur Cousins)*

Report Authorised By: *Director – Corporate Development (Joanne Truman)*

RECORD OF ASSEMBLY OF COUNCILLORS



(Section 80A Local Government Act)

Date of Assembly: 12/6/2016	
Name of Committee or Group (if applicable):	
Special Issues Briefing	
Time Meeting Commenced: 7:18pm	
Councillors in Attendance:	
Cr Tony Holland, Mayor	Cr Karin Orpen
Cr Peter Lockwood	Cr Lisa Cooper
Cr John Mortimore	Cr Darren Pearce
Cr Joe Cossari	Cr Nicole Seymour
Cr Adam Gill	
Council Staff in Attendance:	
Tony Doyle	Kim Rawlings (Items 2, 4, 5 & 7)
Ian Bell	Paul Dickie (Item 2)
Angelo Kourambas	Nicole Columbine (Items 3 & 6)
Joanne Truman	Angela Morcos (Item 4)
Janine Brown	Angela Mitchell (Items 4 & 7)
Fleur Cousins	Kathy Parton (Item 5)
John Griffiths (Items 1, 2 & 3)	Pip Smith (Item 6)
David Yeouart (Item 1)	Kate Arnott (Item 6)
Matters Considered:	
1. Service Planning Year 3 Stage 4 - Integrated Water Management	
2. Service Planning Year 3 Stage 4 - Place Management	
3. Service Planning Year 3 Stage 4 - Leisure Services	
4. Early Years Hubs Update	
5. Overview and Update of the State of Knox Project	
6. Knox Youth Council Evaluation	
7. Vineyard – 254 Scoresby Rod, Boronia	

Conflict of Interest Disclosures: Nil		
Councillor's Name	Type of Interest	Councillor Left Assembly While Matter Being Considered

RECORD OF ASSEMBLY OF COUNCILLORS



(Section 80A Local Government Act)

Date of Assembly: 20/7/2016	
Name of Committee or Group (if applicable): Knox Active Ageing Advisory Committee	
Time Meeting Commenced: 5:30pm	
Councillors in Attendance: Cr John Mortimore	
Council Staff in Attendance: Tanya Clark Teresa Donegan Amanda Wiggs Kim Little	
Matters Considered: 1. Homeshare Program 2. Workability and Lifelong Learning 3. World Elder Abuse Awareness Day 4. Knox Senior Citizens Centres Asset Planning 5. The Knox Bright Ideas Network	

Conflict of Interest Disclosures: Nil		
Councillor's Name	Type of Interest	Councillor Left Assembly While Matter Being Considered

RECORD OF ASSEMBLY OF COUNCILLORS



(Section 80A Local Government Act)

Date of Assembly: 27/7/2016	
Name of Committee or Group (if applicable): Economic Development Committee	
Time Meeting Commenced: 4:00pm	
Councillors in Attendance:	
Cr Peter Lockwood	
Cr Joe Cossari	
Cr Darren Pearce	
Council Staff in Attendance:	
Paul Dickie	
Helen Ruddell	
Matters Considered:	
Committee Tour of the Waterman Business Centre (35 Dalmore Street, Scoresby)	

Conflict of Interest Disclosures: Nil		
Councillor's Name	Type of Interest	Councillor Left Assembly While Matter Being Considered

RECORD OF ASSEMBLY OF COUNCILLORS



(Section 80A Local Government Act)

Date of Assembly: 27/7/2016	
Name of Committee or Group (if applicable):	
Stamford Park Project Steering Committee	
Time Meeting Commenced: 6:00pm	
Councillors in Attendance:	
Cr Karin Orpen	
Cr Nicole Seymour	
Council Staff in Attendance:	
Tony Doyle	
Angelo Kourambas	
Paul Dickie	
Kim Rawlings	
Matters Considered:	
1. Update on the Outcomes of the Development Plan Process for the Stamford Park Residential Land Allotment	
2. Revised Concept Options for the Proposed Stamford Park Homestead Restaurant	
3. Stamford Park Costed Project Plan	
4. Update on Proposed Kingston Links Development	

Conflict of Interest Disclosures: Nil		
Councillor's Name	Type of Interest	Councillor Left Assembly While Matter Being Considered

RECORD OF ASSEMBLY OF COUNCILLORS



(Section 80A Local Government Act)

Date of Assembly: 4/8/2016	
Name of Committee or Group (if applicable):	
Knox Disability Advisory Committee	
Time Meeting Commenced: 6:30pm	
Councillors in Attendance:	
Cr John Mortimore	
Cr Nicole Seymour	
Council Staff in Attendance:	
Nicole Hunter	
Felicity Smith	
Peter Johnston	
John Williams	
Angela Morcos	
Matters Considered:	
1. New Wantirna Hub Early Years Centre	
2. Capital Works Footpath and Seating Installation	

Conflict of Interest Disclosures: Nil		
Councillor's Name	Type of Interest	Councillor Left Assembly While Matter Being Considered

12. MOTIONS FOR WHICH NOTICE HAS PREVIOUSLY BEEN GIVEN

13. SUPPLEMENTARY ITEMS

14. URGENT BUSINESS

14.1 URGENT BUSINESS

14.2 CALL UP ITEMS

15. QUESTIONS WITHOUT NOTICE