



# **KNOX CITY COUNCIL MINUTES**

Ordinary Meeting of Council

Held at the

Civic Centre

511 Burwood Highway

Wantirna South

On

Tuesday 20 December 2016

## KNOX CITY COUNCIL

MINUTES FOR THE ORDINARY MEETING OF COUNCIL HELD AT THE  
CIVIC CENTRE, 511 BURWOOD HIGHWAY, WANTIRNA SOUTH

ON  
TUESDAY 20 DECEMBER 2016 AT 5.00 P.M.

### PRESENT:

<i>Cr D Pearce (Mayor &amp; Chairperson)</i>	<i>Taylor Ward</i>
<i>Cr P Lockwood</i>	<i>Baird Ward</i>
<i>Cr J Mortimore</i>	<i>Chandler Ward</i>
<i>Cr J Taylor</i>	<i>Collier Ward</i>
<i>Cr A Gill</i>	<i>Dinsdale Ward</i>
<i>Cr J Keogh</i>	<i>Dobson Ward</i>
<i>Cr T Holland</i>	<i>Friberg Ward</i>
<i>Cr L Cooper</i>	<i>Scott Ward</i>
<i>Cr N Seymour (arrived at 5.02pm)</i>	<i>Tirhatuan Ward</i>
<i>Mr T Doyle</i>	<i>Chief Executive Officer</i>
<i>Dr I Bell</i>	<i>Director – Engineering &amp; Infrastructure</i>
<i>Mr A Kourambas</i>	<i>Director - City Development</i>
<i>Ms J Truman</i>	<i>Director – Corporate Development</i>
<i>Ms K Stubbings</i>	<i>Director – Community Services</i>
<i>Ms F Cousins</i>	<i>Manager - Governance &amp; Innovation</i>

### THE MEETING OPENED WITH A PRAYER, STATEMENT OF ACKNOWLEDGEMENT AND A STATEMENT OF COMMITMENT

***“Knox City Council acknowledges we are on the  
traditional land of the Wurundjeri and Bunurong people  
and pay our respects to elders both past and present.”***

**BUSINESS:****Page Nos.****1. APOLOGIES AND REQUESTS FOR LEAVE OF ABSENCE**

Nil.

**2. DECLARATIONS OF CONFLICT OF INTEREST**

Nil.

**3. CONFIRMATION OF MINUTES**MOVED: CR. HOLLANDSECONDED: CR. TAYLOR

- 3.1 *Confirmation of Minutes of Statutory Meeting of Council held on Tuesday 8 November 2016*

CARRIEDMOVED: CR. HOLLANDSECONDED: CR. TAYLOR

- 3.2 *Confirmation of Minutes of Ordinary Meeting of Council held on Tuesday 22 November 2016*

CARRIEDMOVED: CR. HOLLANDSECONDED: CR. TAYLOR

- 3.3 *Confirmation of Minutes of Strategic Planning Committee Meeting held on Tuesday 13 December 2016*

CARRIED**4. PETITIONS AND MEMORIALS**

Nil.

**5. REPORTS BY COUNCILLORS**

- |     |                                   |    |
|-----|-----------------------------------|----|
| 5.1 | <i>Committees &amp; Delegates</i> | 1. |
| 5.2 | <i>Ward Issues</i>                | 4. |

**6. CONSIDERING AND ORDERING UPON OFFICERS' REPORTS WITHIN THE CITY DEVELOPMENT GROUP**

- |                             |   |      |
|-----------------------------|---|------|
| <b><i>All Wards</i></b>     |   |      |
| 6.1                         | <i>Report Of Planning Applications Decided Under Delegation (160/1/06)</i>  | 6.   |
| <b><i>Scott Ward</i></b>    |   |      |
| 6.2                         | <i>Application For The Construction Of Seven (7) Double Storey Dwellings And One (1) Single Storey Dwelling (Total Eight (8) Dwellings On The Land) And The Creation Of An Access To A Category 1 Road At 1342 - 1344 High Street Road Wantirna South (P/2016/6562)</i> | 14.  |
| <b><i>Scott Ward</i></b>    |   |      |
| 6.3                         | <i>Application For The Construction Of Six (6) Double Storey Dwellings At 83 Kathryn Rd, Knoxfield (P/2016/6356)</i>  | 48.  |
| <b><i>Chandler Ward</i></b> |   |      |
| 6.4                         | <i>Application For Subdivision Of Land Into 6 Lots, Carry Out Works (Common Area) And Removal Of Vegetation At 7 Bouganville Street, Boronia (Application No. P/2016/6518)</i>  | 86.  |
| <b><i>Baird Ward</i></b>    |   |      |
| 6.5                         | <i>Proposed Combined Planning Scheme Amendment C145 And Planning Permit Application (P/2016/6175) For 1-23 Erica Avenue, Boronia</i>  | 125. |
| <b><i>Scott Ward</i></b>    |   |      |
| 6.6                         | <i>Application To End Two (2) Section 173 Agreements For 1-6/5 Harcrest Boulevard, Harcrest Estate (Formally 525 Stud Road), Wantirna South. (Application No. P/2013/6444) Melway Ref. 72/K2</i>  | 177. |

**7. PUBLIC QUESTION TIME**

(Following the completion of business relating to Item 6, City Development, the business before the Council Meeting will be deferred to consider questions submitted by the public). 187.

**8. CONSIDERING AND ORDERING UPON OFFICERS' REPORTS WITHIN THE ENGINEERING & INFRASTRUCTURE GROUP**

- |     |  |             |
|-----|--|-------------|
|     | <i>All Wards</i>   |             |
| 8.1 | <i>Female Participation In Structured Sporting Activity And The Capacity And Challenges For Council Infrastructure To Support This Participation</i> | <i>188.</i> |
|     | <i>All Wards</i>   |             |
| 8.2 | <i>Contract No. 2164– Street Tree Planting and Establishment</i>   | <i>208.</i> |

**9. CONSIDERING AND ORDERING UPON OFFICERS' REPORTS WITHIN THE COMMUNITY SERVICES GROUP**

- |     |  |             |
|-----|--|-------------|
|     | <i>All Wards</i>   |             |
| 9.1 | <i>City/Council Plan 2017-2021 Project Update and Second Edition State of Knox Report 2016</i> | <i>214.</i> |

**10. CONSIDERING AND ORDERING UPON OFFICERS' REPORTS WITHIN THE CORPORATE DEVELOPMENT GROUP**

- |      |   |             |
|------|---|-------------|
|      | <i>All Wards</i>  |             |
| 10.1 | <i>Process to Rename the Knox Central Precinct to either Knox Central or Wantirna South</i> | <i>222.</i> |
|      | <i>All Wards</i>  |             |
| 10.2 | <i>Proposed 2017 Council Meeting Schedule</i>   | <i>227.</i> |
|      | <i>All Wards</i>  |             |
| 10.3 | <i>Financial Performance Report for the Quarter Ended 30 September 2016</i>                 | <i>231.</i> |
|      | <i>All Wards</i>  |             |
| 10.4 | <i>Incidental Community Grants Program Applications</i>                                     | <i>252.</i> |

**11. ITEMS FOR INFORMATION**

- |      |   |             |
|------|---|-------------|
|      | <i>All Wards</i>                            |             |
| 11.1 | <i>Works Report (As at 5 December 2016)</i> | <i>259.</i> |
|      | <i>All Wards</i>                            |             |
| 11.2 | <i>Assemblies of Councillors</i>            | <i>276.</i> |

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<b><u>12.</u></b>	<b><u>MOTIONS FOR WHICH NOTICE HAS PREVIOUSLY BEEN GIVEN</u></b>	<b>293.</b>
	Notice of Motion – No. 52 – Development of a Multi-Use Community Facility in Bayswater	<b>293.</b>
<b><u>13.</u></b>	<b><u>SUPPLEMENTARY ITEMS</u></b>	<b>293.</b>
	13.1 <i>Metropolitan Waste and Resource Recovery Group – Board Nomination</i>	<b>294.</b>
	13.2 <i>Preschool Service Planning Project – Revised Scope</i>	<b>297.</b>
<b><u>14.</u></b>	<b><u>URGENT BUSINESS</u></b>	<b>338.</b>
	14.1 <i>Urgent Business</i>	<b>338.</b>
	14.2 <i>Call Up Items</i>	<b>338.</b>
	14.2.1 <i>Knox Youth Discount and Wellbeing Card</i>	<b>338.</b>
<b><u>15.</u></b>	<b><u>QUESTIONS WITHOUT NOTICE</u></b>	<b>338.</b>

TONY DOYLE  
CHIEF EXECUTIVE OFFICER

## 5. REPORTS BY COUNCILLORS

### 5.1 Committees & Delegates

#### 5.1.1 COUNCILLOR JAKE KEOGH

Councillor Keogh attended the following Meetings:

- Biodiversity Volunteers Celebration
- FW Kerr Preschool Annual General Meeting
- Municipal Association of Victoria Councillors Induction
- Illoura Committee Annual General Meeting
- Fun in the Village – Ferntree Gully Village
- Youth Issues Advisory Committee
- Councillor Transition
- All Nations Cup, Knox City Football Club
- Illoura Family Day
- Knox Lake
- Community Consultation – Ferntree Gully
- Foothills Community Care Community Meals Night
- Mountain District Learning Centre

#### 5.1.2 COUNCILLOR JACKSON TAYLOR

Councillor Taylor attended the following Meetings

- Municipal Association of Victoria Councillors Induction
- Knox Leisureworks Open Day
- Immerse Exhibition
- Wantirna Tennis Club
- Marie Wallace Park
- Community Development Fund Reflection Meeting
- Knox Community Safety Advisory Committee
- Carols by Candlelight
- Templeton Tennis Club
- Wantirna Caravan Park
- Youth Issues Advisory Committee
- Municipal Association of Victoria Land Use Planning and Building
- Councillor Transition
- All Nations Cup, Knox City Football Club
- Australia Day Awards Committee
- Mountain District Learning Centre
- Presentation of Collier Award at Wantirna Primary School

## 5.1 Committees & Delegates (cont'd)

### 5.1.3 COUNCILLOR TONY HOLLAND

Councillor Holland attended the following Meetings

- Knox Italian Community Club
- Chief Executive Officer Performance Evaluation Committee
- Audit Committee
- Community Development Fund Reflection Meeting
- Community Panel
- Carols by Candlelight
- Eastern Regional Libraries Corporation Board
- Councillor Transition
- Waterford Valley

### 5.1.4 COUNCILLOR PETER LOCKWOOD

Councillor Lockwood attended the following Meetings

- Municipal Association of Victoria Multicultural Committee
- Chief Executive Officer Performance Evaluation Committee
- Knox Multicultural Advisory Committee (x 2)
- Audit Committee
- Eastern Regional Libraries Corporation Board
- Australia Day Awards Committee
- Eastern Affordable Housing Alliance

### 5.1.5 COUNCILLOR ADAM GILL

Councillor Gill attended the following Meetings

- Marie Wallace Bayswater Park Reference Committee



## 5.1 Committees & Delegates (cont'd)

### 5.1.6 COUNCILLOR NICOLE SEYMOUR

Councillor Seymour attended the following Meetings

- Early Years Advisory Committee
- Knox Active Ageing Advisory Committee
- Community Development Fund Reflection Meeting
- Knox Disability Advisory Committee
- Carrington Park
- 1330 Carols
- Scouts Christmas
- Knox Active Ageing Advisory Committee Interviews
- Chinese Friendship Group Party
- Councillor Transition
- Australia Day Awards Committee
- Community Health and Wellbeing Advisory Committee
- Rowville Community Kitchen Christmas Lunch
- Scoresby Village Christmas Event
- Stamford Park Men's Shed Christmas Party
- One Hope Carols

### 5.1.7 COUNCILLOR JOHN MORTIMORE

Councillor Mortimore attended the following Meetings

- The Basin Community House Annual General Meeting
- Biodiversity Volunteers Christmas
- Environment Advisory Committee
- The Basin Preschool Annual General Meeting
- Metropolitan Waste Management Group Forum
- Knox Disability Advisory Committee
- Carols by Candlelight
- Alliance for Gambling Reform
- Eastern Regional Libraries Corporation Board
- Councillor Transition
- Lake Knox
- Community Health and Wellbeing Advisory Committee

## 5.1 Committees & Delegates (cont'd)

### 5.1.8 COUNCILLOR DARREN PEARCE (MAYOR)

Councillor Pearce attended the following Meetings

- Friends Group Christmas Party
- Park Ridge Preschool Annual General Meeting
- Knox Business Connects Presentation
- Knox Leisureworks Open Day
- Knox Italian Community Club
- Chief Executive Officer Performance Evaluation Committee
- Immerse Exhibition
- Knox Interfaith Network Tour
- Audit Committee
- Minister for Local Government - Welcome Event for New Mayors
- Carrington Park
- Presentation of Certificates to Community Panel Members
- Society of St Vincent De Paul Senior Citizens Lunch
- Carols by Candlelight
- Bridges Connecting Communities Annual Volunteer Christmas Party
- Chief Executive Officer's Briefing to Staff
- Meals on Wheels Client Christmas Lunch
- Meals on Wheels Run with Mayoress
- Fairhills High School Awards Presentation Ceremony
- Councillor Transition
- Presentation of Medals – All Nations Cup, Knox City Football Club
- Knoxbrooke
- Planned Activity Groups Christmas Party
- Alan Tudge MP
- Rowville Community Kitchen End of Year Lunch

## 5.2 Ward Issues

### 5.2.1 COUNCILLOR KEOGH (DOBSON WARD)

- Councillor Keogh acknowledged the work of the Foothills Community Care program in supporting families across the community who are doing it tough at Christmas time.

## 5.2 Ward Issues (cont'd)

### 5.2.2 COUNCILLOR TAYLOR (COLLIER WARD)

- Councillor Taylor was pleased to announce a \$100,000 grant from the State Government for an upgrade to toilet and internal shower facilities at Schultz Reserve to make it more welcoming and accessible for female participants.
- Councillor Taylor acknowledged the difficult situation of residents at the Wantirna Caravan Park following the recent sale of the site. Cr Taylor advised that he is keen for Council to work with residents and for Council to play its part in assisting residents through this transition.
- Councillor Taylor was pleased to advise of the great advocacy work being done by Council with the Say No to Family Violence campaign.

### 5.2.6 COUNCILLOR SEYMOUR (TIRHATUAN WARD)

- Councillor Seymour advised that she had recently attended the Annual Christmas luncheon of the Rowville Community Kitchen (RCK) with Councillors Pearce and Lockwood. Councillor Seymour acknowledged the wonderful work the RCK do in supporting the local Knox community.
- Councillor Seymour expressed her thanks to the Council executive and staff for their assistance in 2016

### 5.2.7 COUNCILLOR MORTIMORE (CHANDLER WARD)

- Councillor Mortimore advised that he recently attended both the Knox Carols by Candlelight and The Basin CFA's Carols by Candlelight noting both events were well attended and enjoyed by the community.

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

**SUMMARY:** *Manager – City Planning & Building (Paul Dickie)*

*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 November to 30 November 2016) be noted.**

**REPORT**

Details of planning applications decided under delegation from 1 November to 30 November 2016 are attached. The applications are summarised as follows:

<b>Application Type</b>	<b>No</b>
Building & Works: Residential	5
Other	5
Units	22
Tree Removal/Pruning	23
Subdivision	19
Single Dwelling	2
Fencing	2
Liquor Licence	1
<b>TOTAL</b>	<b>79</b>

**COUNCIL RESOLUTION**

**MOVED: CR. LOCKWOOD**  
**SECONDED: CR. MORTIMORE**

That the planning applications decided under delegation report (between 1 November to 30 November 2016) be noted.

**CARRIED**

**Knox City Council**  
**Planning Applications Decided by Responsible Officer**

1 November – 31 November 2016

<b>Ward</b>	<b>No/Type</b>	<b>Address</b>	<b>Description</b>	<b>Decision</b>
Baird	2016/6525	10 Rawlings Avenue FERNTREE GULLY VIC 3156	2 Lot Subdivision	4/11/2016 Notice of Decision
Baird	2016/6434	23 Westley Street FERNTREE GULLY VIC 3156	The construction of three (3) double storey dwellings on the land.	8/11/2016 Approved
Baird	2016/9118	17 Woodmason Road BORONIA VIC 3155	Two (2) lot subdivision	8/11/2016 Approved
Baird	2016/6418	7 Joyce Street BORONIA VIC 3155	Construction of two (2) double storey dwellings and one (1) single storey dwelling on the land	10/11/2016 Notice of Decision
Baird	2016/6522	47 Hazelwood Road BORONIA VIC 3155	3 Lot Subdivision (Approved Unit Site)	11/11/2016 Approved
Baird	2016/6674	7 Akron Street FERNTREE GULLY VIC 3156	2 Lot subdivision (Approved Unit Site)	15/11/2016 Approved
Baird	2016/6663	48 Wattletree Road FERNTREE GULLY VIC 3156	2 lot subdivision (Approved Unit Site)	15/11/2016 Approved
Baird	2016/6329	11 Grevillea Avenue BORONIA VIC 3155	Development of the land for three (3) double storey dwellings and one (1) single storey dwelling (total four (4) dwellings)	21/11/2016 Notice of Decision
Baird	2016/6103	27 Aubrey Grove BORONIA VIC 3155	The construction of four (4) double storey dwellings	21/11/2016 Notice of Decision
Baird	2016/6606	48 Sinclair Road BAYSWATER VIC 3153	2 Lot subdivision (Approved Unit Site)	23/11/2016 Approved
Baird	2016/6703	187 Scoresby Road BORONIA VIC 3155	4 lot subdivision (Approved Unit Site)	24/11/2016 Approved
Baird	2016/6706	24 Applegum Crescent FERNTREE GULLY VIC 3156	2 Lot subdivision (Approved Unit Site)	29/11/2016 Approved

Ward	No/Type	Address	Description	Decision
Chandler	2016/6754	344 Forest Road THE BASIN VIC 3154	Removal of trees	3/11/2016 Refused
Chandler	2016/6544	1/40 Arcadia Avenue THE BASIN VIC 3154	Buildings and works (construction of a carport and extension to existing dwelling) and the pruning of one (1) overhanging Pittosporum eugenioides (Variegatum)	4/11/2016 Approved
Chandler	2016/6594	354 Forest Road THE BASIN VIC 3154	Buildings and works (stepped retaining walls) and vegetation removal	8/11/2016 Approved
Chandler	2016/6780	22 Flinders Crescent BORONIA VIC 3155	Remove two Eucalyptus obliqua trees	8/11/2016 Approved
Chandler	2016/9124	26 Baldwin Avenue BORONIA VIC 3155	Remove one Eucalyptus saligna tree	9/11/2016 Approved
Chandler	2016/6789	5 Stewart Street BORONIA VIC 3155	Tree Removal & Pruning	14/11/2016 Approved
Chandler	2016/9129	6 Pascoe Road BORONIA VIC 3155	Removal of 1 Claret Ash tree	18/11/2016 Approved
Chandler	2016/6617	42 Miller Road THE BASIN VIC 3154	Buildings and Works (Front and side boundary fence)	21/11/2016 Notice of Decision
Chandler	2016/6808	26 Lachlan Road BORONIA VIC 3155	Removal of six dead trees	21/11/2016 Approved
Chandler	2016/6812	17 Deborah Avenue BORONIA VIC 3155	Removal of 3 trees (Liquidambar, Prickly Paperbark, Silver Birch).	24/11/2016 Approved
Chandler	2016/6183	15 Rosella Avenue BORONIA VIC 3155	6 Lot Subdivision (Approved Unit Development)	29/11/2016 Approved
Chandler	2016/9137	1A Owen Street BORONIA VIC 3155	Removal of one (1) Deodar cedar tree.	29/11/2016 Approved
Chandler	2016/9134	6/978 Mountain Highway BORONIA VIC 3155	Pruning of Eucalyptus radiata tree	30/11/2016 Approved

Ward	No/Type	Address	Description	Decision
Collier	2016/6540	3 Sullivan Court WANTIRNA VIC 3152	Development of the land for two (2) double storey dwellings and 2 lot subdivision	4/11/2016 Notice of Decision
Collier	2016/6756	Reserve 16R Magnolia Street WANTIRNA VIC 3152	Remove 8 trees	22/11/2016 Approved
Collier	2016/9130	24 Petalnina Drive WANTIRNA VIC 3152	Removal of one (1) dead tree.	22/11/2016 Approved
Collier	2016/6734	15 Selkirk Avenue WANTIRNA VIC 3152	2 Lot subdivision (Approved Unit Site)	29/11/2016 Approved
Dinsdale	2016/6422	11 Snowden Place WANTIRNA SOUTH VIC 3152	Development of the land for two (2) double storey dwellings	3/11/2016 Approved
Dinsdale	2016/6657	14 Bent Court WANTIRNA SOUTH VIC 3152	2 lot subdivision (Approved Unit Site)	8/11/2016 Approved
Dinsdale	2016/6546	20 Lance Road BAYSWATER VIC 3153	Development of the land for two (2) double storey and one (1) single storey dwelling (total three (3) dwellings)	9/11/2016 Notice of Decision
Dinsdale	2016/9123	40 Dixon Court BORONIA VIC 3155	Remove one Eucalyptus radiata tree	9/11/2016 Approved
Dinsdale	2016/6448	6 Maple Street BAYSWATER VIC 3153	The construction of two (2) double storey dwellings and one (1) single storey dwelling on the land (total of 3 dwellings)	10/11/2016 Approved
Dinsdale	2016/6440	13 Darwin Road BORONIA VIC 3155	Development of a double storey dwelling to the rear of the existing dwelling	10/11/2016 Approved
Dinsdale	2016/6435	2 Ozone Road BAYSWATER VIC 3153	Construct one (1) single storey dwelling to the rear of the existing dwelling	11/11/2016 Notice of Decision
Dinsdale	2016/6672	1 Gidgee Court WANTIRNA SOUTH VIC 3152	2 Lot subdivision (Approved Unit Site)	15/11/2016 Approved

Ward	No/Type	Address	Description	Decision
Dinsdale	2015/6543	10-12 Highmoor Avenue BAYSWATER VIC 3153	Development of the land for fourteen (14) three (3) storey dwellings and one (1) single storey dwelling (total fifteen (15) dwellings)	22/11/2016 Notice of Decision
Dinsdale	2016/6507	19 Wilhelma Avenue BAYSWATER VIC 3153	The construction of two (2) double storey dwellings	23/11/2016 Approved
Dinsdale	2015/6847	183 Stud Road WANTIRNA SOUTH VIC 3152	The construction of 2 double storey dwellings and 4 three storey dwellings (total of 6 dwellings), alteration of access to a Road Zone Category 1 and reduction in visitor car parking to zero	28/11/2016 Approved
Dinsdale	2016/6697	7 Princess Street BAYSWATER VIC 3153	2 lot subdivision (Approved Unit Site)	29/11/2016 Approved
Dobson	2016/6614	8 Amley Rise LYSTERFIELD VIC 3156	2 lot subdivision	2/11/2016 Notice of Decision
Dobson	2016/6580	1 Gerald Street FERNTREE GULLY VIC 3156	2 lot subdivision	3/11/2016 Notice of Decision
Dobson	2016/9120	15 Trafalgar Street FERNTREE GULLY VIC 3156	Remove one (1) Eucalyptus viminalis tree	4/11/2016 Approved
Dobson	2016/9122	18 Napoleon Road FERNTREE GULLY VIC 3156	Removal of single cypress pine tree at front of property.	8/11/2016 Approved
Dobson	2016/6678	27 Mont Albert Road FERNTREE GULLY VIC 3156	Construction of a verandah and a carport	10/11/2016 Approved
Dobson	2016/6630	5 Alexander Crescent FERNTREE GULLY VIC 3156	Buildings and works (construction of an outbuilding) and one (1) Photinia robusta	10/11/2016 Approved
Dobson	2016/9125	10 Trafalgar Street FERNTREE GULLY VIC 3156	Removal of one (1) Corymbia ficifolia (Western Australia Flowering Gum)	10/11/2016 Approved



Ward	No/Type	Address	Description	Decision
Dobson	2016/9126	15 Alfred Street UPPER FERNTREE GULLY VIC 3156	Removal of one (1) Acmena smithii tree	14/11/2016 Approved
Dobson	2016/6800	51 Blackwood Park Road FERNTREE GULLY VIC 3156	Removal of four (4) trees (Acmena smithii, 2 x Syzygium paniculatum, Ulmus sp.)	14/11/2016 Approved
Dobson	2016/6795	4 Hatherly Grove FERNTREE GULLY VIC 3156	Tree removal of 34 trees	15/11/2016 Approved
Dobson	2016/9128	63 McIver Street FERNTREE GULLY VIC 3156	Remove one Cedrus deodara tree	18/11/2016 Approved
Dobson	2016/6742	59 Kia-Ora Parade FERNTREE GULLY VIC 3156	Buildings and works (construction of a carport)	30/11/2016 Approved
Dobson	2016/6794	22 Dawson Street UPPER FERNTREE GULLY VIC 3156	Construction of a front fence	23/11/2016 Approved
Dobson	2016/6820	174 Forest Road BORONIA VIC 3155	Remove four Eucalyptus trees	24/11/2016 Approved
Dobson	2016/6759	2 Barton Avenue FERNTREE GULLY VIC 3156	Construction of a single storey dwelling and vegetation removal	29/11/2016 Approved
Dobson	2016/9135	11 Chalmers Grove FERNTREE GULLY VIC 3156	Removal of one (1) Eucalyptus sideroxyylon tree	29/11/2016 Approved
Friberg	2016/6541	11/12 Henderson Road KNOXFIELD VIC 3180	The construction of an internal mezzanine (office) and reduction in car parking	4/11/2016 Approved
Friberg	2016/6629	41 Kathryn Road KNOXFIELD VIC 3180	3 Lot subdivision (Approved Unit Site)	7/11/2016 Approved
Friberg	2016/6508	45 Kathryn Road KNOXFIELD VIC 3180	The construction of two (2) double storey dwellings on the land	8/11/2016 Notice of Decision
Friberg	2016/6364	76 Adele Avenue FERNTREE GULLY VIC 3156	Construction of double storey dwelling to rear of the existing dwelling.	15/11/2016 Notice of Decision

Ward	No/Type	Address	Description	Decision
Friberg	2016/6153	49 Conn Street FERNTREE GULLY VIC 3156	The construction of three (3) double storey dwellings and one (1) single storey dwelling on the land	18/11/2016 Approved
Friberg	2016/6458	1832 Ferntree Gully FERNTREE GULLY VIC 3156	Development of the land for three (3) double storey dwellings and access to a Road Zone Category 1	30/11/2016 Approved
Scott	2016/6677	525 Stud Road WANTIRNA SOUTH VIC 3152	Development of the land for nine (9) dwellings and the waiver of the visitor car parking requirements	15/11/2016 Approved
Scott	2016/6676	525 Stud Road WANTIRNA SOUTH VIC 3152	Development of the land for nine (9) dwellings and the waiver of the visitor car parking requirement	15/11/2016 Approved
Scott	2016/6695	434 Scoresby Road FERNTREE GULLY VIC 3156	2 Lot subdivision (Approved Unit Site)	23/11/2016 Approved
Taylor	2016/9121	32 Major Crescent LYSTERFIELD VIC 3156	Remove one (1) Eucalyptus cephalocarpa tree	7/11/2016 Approved
Taylor	2016/6237	5 Cornish Road LYSTERFIELD VIC 3156	Use and construction of a single dwelling on a lot	8/11/2016 Approved
Taylor	2016/9132	88 Major Crescent LYSTERFIELD VIC 3156	Removal of one Eucalyptus viminalis (Manna Gum)	24/11/2016 Approved
Tirhatuan	2016/6529	34 Avalon Road ROWVILLE VIC 3178	The construction of a second dwelling to the rear of the existing dwelling	3/11/2016 Approved
Tirhatuan	2016/6625	940 Stud Road ROWVILLE VIC 3178	Buildings and works consisting of modifications to the existing car canopy, the construction of a new truck canopy, relocation of the high flow diesel bowsers and associated works	8/11/2016 Approved
Tirhatuan	2016/6658	21 Stamford Crescent ROWVILLE VIC 3178	6 lot subdivision (Approved Unit Site)	8/11/2016 Approved
Tirhatuan	2016/6479	37 Enterprise Drive ROWVILLE VIC 3178	Buildings and works to an industrial building and reduction in car parking	15/11/2016 Approved

Ward	No/Type	Address	Description	Decision
Tirhatuan	2016/9127	8 Jellico Drive SCORESBY VIC 3179	Mezzanine for storage and reduction of car parking	18/11/2016 Approved
Tirhatuan	2016/6408	33 Avalon Road ROWVILLE VIC 3178	Development of the land for three (3) double storey dwellings	21/11/2016 Notice of Decision
Tirhatuan	2016/6359	5 Nevana Street SCORESBY VIC 3179	Development of the land for two (2) dwellings comprising of one (1) double storey and one (1) single storey dwelling	22/11/2016 Approved
Tirhatuan	2016/9131	6 Candlebark Quadrant ROWVILLE VIC 3178	Remove one Eucalyptus cephalocarpa tree	30/11/2016 Approved
Tirhatuan	2016/6733	1/11 Lynton Place SCORESBY VIC 3179	Liquor License associated with a Bottle Shop and Wine Bar	30/11/2016 Approved
Tirhatuan	2016/6582	15 Kelletts Road ROWVILLE VIC 3178	Alteration and additions to an existing industrial building	30/11/2016 Approved

**Total:** 79

**SCOTT WARD**

**6.2 APPLICATION FOR THE CONSTRUCTION OF SEVEN (7) DOUBLE STOREY DWELLINGS AND ONE (1) SINGLE STOREY DWELLING (TOTAL EIGHT (8) DWELLINGS ON THE LAND) AND THE CREATION OF AN ACCESS TO A CATEGORY 1 ROAD AT 1342 - 1344 HIGH STREET ROAD WANTIRNA SOUTH (P/2016/6562)**

**1. SUMMARY:**

<b>Land:</b>	1342 - 1344 High Street Road, Wantirna South
<b>Applicant:</b>	Ratio Consultants
<b>Proposed Development:</b>	Construction of seven (7) double storey dwellings and one (1) single storey dwelling (total eight (8) dwellings) and the creation of an access to a Category 1 Road.
<b>Existing Land Use:</b>	Residential
<b>Area/Density:</b>	2178 sqm, 1:272 sqm
<b>Zoning:</b>	General Residential Zone – Schedule 2
<b>Overlays:</b>	None
<b>Local Policy:</b>	Municipal Strategic Statement (MSS) Development in Residential Areas and Neighbourhood Character Policy
<b>Application Received:</b>	11 August 2016
<b>Objections:</b>	2
<b>PCC Meeting:</b>	Not applicable

**Assessment:**

*It is considered that the proposal provides an appropriate balance between the need for additional housing within an established residential area and the amenity of occupants and adjoining residents.*

*The proposal generally complies with the Municipal Strategic Statement (MSS), the Development in Residential Areas and Neighbourhood Character Policy and ResCode.*

*The proposal complies with the General Residential Zone - Schedule 2.*

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

## 6.2 1342 - 1344 High Street Road Wantirna South (cont'd)

### **2. BACKGROUND**

#### **2.1 Subject Site and Surrounds**

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

- The subject site comprises of two lots. It is located on the corner of High Street Road and Mowbray Drive. A tree reserve separates 1344 High Street Road from Mowbray Drive. Each lot is developed with a single storey detached dwelling. The lots are not burdened by easements. There are no registered restrictions on either title.
- The subject site is located within an established residential area, predominately single storey with generation setbacks. There are some examples of multi dwelling developments within the surrounding area, notable the adjoining dwellings to the west.
- The land in the surrounding area is sparsely treed. The vegetation comprises of a mixture of indigenous, native and exotic species.

#### **2.2 The Proposal**

(Refer to attached plans at Appendix B)

The application proposes for the construction of seven (7) double storey dwellings and one (1) single storey dwelling (total of eight (8) dwellings) and the alteration to the access of a Category 1 Road. Details are as follows:

- Dwellings 1 and 5 will front High Street Road, both are setback 7.0 metres.
- Dwelling 5, 6, 7 and 8 back onto the tree reserve adjacent to Mowbray Drive, and are setback 6.86m from the reserve.
- Dwellings 1, 2, 3, 5, 6, 7 and 8 are double storey and provided with three (3) bedrooms, while Dwelling 4 is single storey and contains two (2) bedrooms.
- Each dwelling is provided with a double garage or a single garage. One (1) visitor car space has been provided.
- Each dwelling is provided with a minimum 80 square metres of private open space, and a minimum 60 square metres of secluded private open space.

## 6.2 1342 - 1344 High Street Road Wantirna South (cont'd)

- External finishes include brick ground floors and hardwood timber cladding upper floors. The roofs are to be finished in “Colourbond Windspray”.
- Vehicle access is to be provided via a new vehicle crossover along High Street Road. This connects to a common driveway which services all of the dwellings.

### 3. CONSULTATION

#### 3.1 Advertising

The application was advertised by way of a sign on each street frontage and notices sent to adjoining property owners and occupiers. Two (2) objections to the application have been received, and are summarised below:

Not respectful of neighbourhood character.

- *The proposal has been assessed against Clause 22.07 Development in Residential Area and Neighbourhood Character and Clause 55 of the Knox Planning Scheme. With modifications, the proposal is considered to be satisfactory.*

Visually dominant built form.

- *The built form is not unreasonably dominant. The upper levels are separated at appropriate intervals. Furthermore, the dwellings are well setback from all of the external boundaries. A condition of any planning permit to issue will require extensive canopy tree planting on the subject site. In time, when the vegetation has established it will soften the built form further. The presentation is therefore acceptable.*

Insufficient windows/lack of passive surveillance.

- *Each dwelling will be provided with sufficient windows and will receive appropriate access to natural light. In addition, multiple windows will overlook the common accessway providing good passive surveillance of the common driveway. Additionally, the proposal will be developed with upper level windows overlooking High Street Road and Mowbray Drive. This will also improve passive surveillance of these streets.*

## 6.2 1342 - 1344 High Street Road Wantirna South (cont'd)

Lack of large areas for the planting of canopy trees.

- *Advice received from Council's landscape officer indicates that an acceptable number of canopy trees and shrubs can be accommodated within the design. A detailed landscape plan will be required through a condition of any planning permit to issue, and will require the planting of canopy trees, shrubs and ground covers. When this vegetation has established, it will soften the built form, result in an acceptable presentation to High Street Road and Mowbray Drive.*

In addition to the above, a facetious submission/objection was submitted, commenting on development within the municipality.

### 3.2 Referrals

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

#### Traffic Engineer

- *The proposal will require a construction management plan to ensure any potential impact upon the surrounding area is minimal.*
- *The proposal will require a sign near the front accessway providing directions to the visitor car parking space.*
- *Standard conditions to be included on any permit to issue.*

#### Drainage Engineer

- *Standard conditions to be included on any permit to issue.*

#### Arborist

- *No objection, none of the existing vegetation to be cleared on the land is significant. One (1) tree (a *Eucalyptus botryoides*) on adjoining land will be impacted by the proposal. This impact will be minimal, and acceptable under the Australian Standards.*

#### Assets

- *The existing vehicle crossover must be reconstructed to match the width of the driveway and to current Council standards.*

#### Waste

- *Council's Waste Management Team has directed that waste can be collected at kerbside by Council. Accordingly, a waste management plan will not be required.*

## 6.2 1342 - 1344 High Street Road Wantirna South (cont'd)

### Landscape officer

- *Council's landscape officer states an additional fourteen (14) indigenous or native canopy trees, three (3) additional large feature shrubs and at least thirty (30) additional medium-large shrubs can be accommodated within the submitted design.*

### VicRoads.

- *No objection subject to conditions.*

## **4. DISCUSSION**

This section considers the proposed development in light of the provisions of the Knox Planning Scheme including State and Local Planning Policies, any other relevant policies and objectives.

### **4.1 Zoning and Overlays**

#### **4.1.1 Zone**

The site is located within the General Residential Zone – Schedule 2. A permit is required for the construction two or more dwellings on a lot.

- *The proposal is 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 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 conditions on any permit to issue.*



## 6.2 1342 - 1344 High Street Road Wantirna South (cont'd)

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 a minimum 80 square metres of private open space, including a minimum 60 square metres 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 front fence height of 2m to a street in a Road Zone Category 1 and 1.2m to other streets.

- *No front fence is proposed.*

Dwellings or residential buildings must not exceed a height of 9 metres (dependant on slope).

- *Complies. The proposed dwellings have a maximum height of 8.354 metres.*

### 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.

## 6.2 1342 - 1344 High Street Road Wantirna South (cont'd)

- *The design of the development will make a positive contribution to the surrounding area, with built form considered to be appropriate in form and scale.*
- *The development incorporates typical neighbourhood character features such as pitched roofs, brick external finishes with car parking located behind or to the side of dwellings. Upper levels are separated, ensuring they will not present as unreasonably bulky.*

Clause 15.02 Sustainable Development – Ensure land use and development 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 within an existing residential area with good provision of urban services and transport.*
- *The submission of a Sustainable Design Assessment will be required as a condition on any permit to issue.*

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. Locate new housing in or close to activity centres and employment corridors and at other strategic development sites that offer good access to services and transport.

- *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 than typical for the area.*
- *Integration with infrastructure – The site is located in a fully serviced area. Drainage plans will be required as a condition on any permit to issue.*
- *Energy efficiency – This has been discussed above under Clause 15.02.*

## 6.2 1342 - 1344 High Street Road Wantirna South (cont'd)

- Location – *While the site is not located within an Activity Centre, it is a large site within an established area with access to a range 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. Refer to the assessment against Council's Development in Residential Areas 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 on High Street Road which is service by Bus Route 737 – Croydon – Monash University via Boronia, Knox City Shopping Centre, Glen Waverley. Services run at regular intervals from a bus stop 75m east of the subject site between 6:20am and 9:29pm Monday to Friday, between 7:20am and 9:31pm Saturday and between 8:19am and 9:32pm Sunday.*
- *Another bus stop is located south of the subject site along Mowbray Drive. Bus Route 757 Knox City SC to Scoresby. Services run at regular intervals from this bus stop between 7:54am and 5:28pm Monday to Friday. No services are provided on Saturday and Sunday.*

### 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 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, where existing infrastructure is readily available.*

## 6.2 1342 - 1344 High Street Road Wantirna South (cont'd)

- *A Sustainable Design Assessment will be required as a condition on any permit to issue.*

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 and provides opportunities for meaningful landscaping, as advised by Council's landscape officer.*

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 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 a 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 scale approach to residential development. The strategy is to direct housing growth toward Local Living and Activity Areas.

- *The site is not located in an Activity Centre. However, the site is sufficiently large to accommodate eight (8) dwellings while achieving the open space and landscaping outcomes sought for the Knox Neighbourhood Character Area.*

## 6.2 1342 - 1344 High Street Road Wantirna South (cont'd)

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 development provides one two bedroom, single storey dwelling. This provides housing diversity within the development.*

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 areas of private open space that will allow for canopy tree planting.*

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 development provides for a dwelling with smaller private open space areas, includes one single storey dwelling, and one dwelling provides services and bedrooms at ground level to improve accessibility for residents with reduced mobility.*

### Clause 22.07 – Development in Residential Areas and Neighbourhood Character: Knox Neighbourhood Area

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.

## 6.2 1342 - 1344 High Street Road Wantirna South (cont'd)

- 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.

- *The setbacks and open space areas within the proposed design provide opportunities to plant new canopy trees. A landscape plan will be required as a condition on any permit to issue.*

To avoid dominance of buildings from the street.

- *The two proposed dwellings to front High Street Road are setback 7 metres, with upper floor levels recessed further, and will not dominate the street. This will be further softened by the required canopy tree planting.*

To avoid the loss of front and rear garden space.

- *Dwellings are setback from the side and rear boundaries and provide a minimum of 80sqm of open space, which will ensure adequate area for canopy tree planting within the front and rear gardens.*

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

- *Car parking facilities are located to the side or rear of the dwellings and will not dominate the streetscape.*

To retain large backyards for landscaping and open space.

- *Dwellings are provided with 100sqm of open space and the setbacks and open space areas will accommodate new canopy tree planting. There are no significant trees to be removed.*

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

- *Dwellings are not excessive in scale or bulk. In some areas the upper floor is cantilevered over the ground floor. However, these areas predominantly face inward to the common accessway. The upper level is appropriately setback from sensitive interfaces.*

## 6.2 1342 - 1344 High Street Road Wantirna South (cont'd)

- *It is acknowledged that one of the rear dwellings is double storey. This is considered to be acceptable as the abutting dwelling is double storey. The context therefore supports the proposed double storey built form, subject to changes discussed within the ResCode section of this report.*

### 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 bedroom dwelling is provided with an attached double garage. The two bedroom dwelling is provided with an attached single garage.*
- *One visitor parking space has been provided.*

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: Access ways – *Complies.*

Design Standard 2: Car Parking Spaces – *Complies.*

Design Standard 3: Gradients – *Complies via conditions suggested by Council's Traffic Engineer.*

Design Standard 4: Mechanical Parking – *N/A.*

Design Standard 5: Urban Design – *Complies.*

Design Standard 6: Safety – *Complies.*

Design Standard 7: Landscaping – *Complies.*

## 6.2 1342 - 1344 High Street Road Wantirna South (cont'd)

### **Clause 52.29 Land Adjacent to a Road Zone, Category 1, or a Public Acquisition Overlay for a Category 1 Road**

The above clause seeks to ensure access to VicRoads declared roads is identified and managed appropriately. Pursuant to Clause 66.03 an application to create or alter access to a road within a Road Zone, Category 1 is required to be referred to VicRoads as a Determining Authority.

- *In accordance with the requirements of the planning scheme, the application was referred to VicRoads under the Clause 55 of the Planning and Environment Act, 1987. VicRoads have not objected to the proposal, subject to the inclusion of conditions. Accordingly, these conditions will be incorporated into any planning permit to issue.*

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

#### Neighbourhood Character and Infrastructure

Neighbourhood Character – *Complies, refer to Section 4.2.2 above.*

Residential Policy – *Complies.*

Infrastructure – *Complies. A drainage plan will be required as a condition on any permit to issue.*

Integration with the Street – *Complies.*

#### Site Layout and Building Massing

Street Setback – *Complies with the variation to the General Residential Zone 2.*

Building Height – *Complies with the variation to the General Residential Zone 2.*

Site Cover/Permeability – *Complies.*

Energy Efficiency – *Complies.*

Open Space – *Complies.*

*The design does not relate to the road reserve to the east. The road reserve is not overly large and presents a similar manner to a large nature strip. As this is to the side of the development, the orientation is considered to be appropriate.*

Safety – *Complies.*

Landscaping – *Complies via condition with the General Residential Zone 2, a condition on any permit to issue will require a landscape plan to be submitted to the satisfaction of the Responsible Authority.*



**6.2 1342 - 1344 High Street Road Wantirna South (cont'd)**

Access – *Complies.*

Parking Location – *Non-compliance.*

*The ground floor entrance windows are less than 1.0m from the common accessway, at the minimum. The non-compliant windows are adjacent to the front entrances. Whilst there is some capacity for overlooking to occur, this is considered to be limited. In addition the subject windows will provide passive surveillance of the common driveway and will provide additional light to each dwelling. In this instance the non-compliance is considered to be acceptable.*

Amenity Impacts

Side and rear setbacks – *Complies via condition.*

*The southern roof of dwelling 8 is currently non-compliant. A condition of any planning permit to issue will require the design is amended to be compliant with Standard B17 of the Knox Planning Scheme.*

Walls on boundaries – *Complies.*

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

Overshadowing open space – *Complies.*

Overlooking – *Can comply.*

*To ensure that there is no unacceptable overlooking the fencing along the eastern boundary is required to be at least 1.8m in height above natural ground level, splayed to no higher than 1.2m forward of dwelling 5.*

Internal views – *Complies.*

*There is a concern that the excessive screening of internal windows will result in poor internal amenity for future residents. Though some windows adjacent to the driveway are located directly opposite one another, they will be separated by a common accessway as well as landscaping. As such no unreasonable overlooking will occur.*

Noise Impacts – *Complies.*

On-Site Amenity and Facilities

Accessibility – *Complies.*

Daylight to new windows – *Complies.*

Private Open Space – *Complies with the variation to the General Residential Zone 2.*

Solar access – *Complies.*

Storage – *Complies.*

Detailed Design

Design Detail – *Complies.*

## 6.2 1342 - 1344 High Street Road Wantirna South (cont'd)

Site Services – *Complies.*

Front fence – *Not applicable.*

### 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:

- *The development is consistent with the objectives and policies of for the Knox Neighbourhood Area. The proposal complies with the General Residential Zone - Schedule 2 and is generally compliant with ResCode subject to conditions on any permit to issue.*
- *The proposed dwellings are generally consistent with Council's Development in Residential Areas and Neighbourhood Character Policy (Clause 22.07 of the Knox Planning Scheme) in that the design has ensured the retention of front and rear yard open space through generous private open space areas, first floors are reasonably setback from ground floor areas and the dwellings incorporate materials consistent with the area and a hip roof form. 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).*
- *The development is generally compliant with Clause 52.06 (Car Parking) subject to changes that could be conditioned on any permit to issue.*

## 6. CONFIDENTIALITY

There are no confidentiality issues associated with this report.

**6.2 1342 - 1344 High Street Road Wantirna South (cont'd)****RECOMMENDATION**

**That Council issue a Notice of Decision to grant a Planning Permit for The Construction of Seven (7) Double Storey Dwellings and One (1) Single Storey Dwelling (Total Eight (8) Dwellings on the Land) and the Creation of an Access to a Category 1 Road, at 1342 - 1344 High Street Road Wantirna South 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 the application but modified to show:
  - 1.1 The driveway gradients must comply with Knox Planning Scheme Clause 52.06-8 Design Standard 3: Gradients.**
  - 1.2 Accessway grades must not be steeper than 1:10 (10 per cent) within 5 metres of the frontage.**
  - 1.3 A sign must be installed near the access of the site to indicate the location of the visitor car space.**
  - 1.4 Redundant crossovers must be removed and the kerb and channel and nature strip reinstated to Council standards.**
  - 1.5 Dwelling 8 amended to be compliant with Standard B17 of the Knox Planning Scheme.**
  - 1.6 The eastern boundary fence is required to be at least 1.8m in height above natural ground level, splayed to 1.2m forward of dwelling 5.**
  - 1.7 The dwelling 5 ground floor west facing kitchen window is to be screened with fixed obscure glazing (non-openable) to a height of 1.7 metres above finished floor level. The window may be clear and openable above 1.7 metres. Adhesive film must not be used.****

**6.2 1342 - 1344 High Street Road Wantirna South (cont'd)****Recommendation (cont'd)**

- 1.8 The dwelling 6 ground floor west facing kitchen window is to be screened with fixed obscure glazing (non-openable) to a height of 1.7 metres above finished floor level. The window may be clear and openable above 1.7 metres. Adhesive film must not be used.
- 1.9 The dwelling 5 upper level west facing bedroom window and west facing retreat window sill heights increased to 1.7m above internal finished floor level.
- 1.10 The dwelling 6 upper level west facing bedroom window and west facing retreat window sill heights increased to 1.7m above internal finished floor level.
- 1.11 The dwelling 7 upper level west facing bedroom window and west facing retreat window sill heights increased to 1.7m above internal finished floor level.
- 1.12 The dwelling 8 upper level west facing bedroom window and west facing retreat window sill heights increased to 1.7m above internal finished floor level.
- 1.13 Drainage plans in accordance with Condition 2.
- 1.14 Landscape plans in accordance with Condition 3.
- 1.15 Sustainable Design Assessment in accordance with Condition 10.
- 1.16 A Construction Management Plan in accordance with Condition 12.

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.

**6.2 1342 - 1344 High Street Road Wantirna South (cont'd)****Recommendation (cont'd)**

- 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 landscaping plan must be generally in accordance with the landscaping concept plan dated 28 July 20116 prepared by Wallbrink Landscape Architecture. The plan must show:**
  - 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.**

**6.2 1342 - 1344 High Street Road Wantirna South (cont'd)****Recommendation (cont'd)**

- 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 The plans must also show the provision of at least fourteen (14) additional indigenous or native canopy trees, at least three (3) additional large feature shrubs and at least thirty (30) 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 two metres tall when planted and are to be in the following areas:**
  - 3.8.1 Two (2) upper canopy trees, two (2) medium canopy trees and two (2) smaller canopy trees in the front setback.**
  - 3.8.2 At least one (1) small canopy tree and one (1) large feature shrub within the private open space of each dwelling.**
  - 3.8.3 One (1) medium canopy tree on the southern boundary at the end of the visitor car parking space.**
- 3.9 A minimum of 40% of all new vegetation (both canopy trees and understorey) is to be indigenous species.**
- 3.10 A minimum of 40% of all new vegetation (both canopy trees and understorey) is to be native species.**

**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.**

**6.2 1342 - 1344 High Street Road Wantirna South (cont'd)****Recommendation (cont'd)****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. This does not apply to:**
  - 7.1 An open-sided pergola or verandah to a dwelling with a finished floor level not more than 800mm above ground level and a maximum building height of three metres above ground level; or**
  - 7.2 A deck to a dwelling with a finished floor level not more than 800mm above ground level;**

**where the total floor area of decks, pergolas and verandahs, for each dwelling does not exceed 16m<sup>2</sup>.**
- 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.**

**Sustainable Design Assessment**

- 10. 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.**
- 11. Prior to the occupation of the development, the development must be constructed in accordance with the Sustainable Design Assessment.**

**6.2 1342 - 1344 High Street Road Wantirna South (cont'd)****Recommendation (cont'd)****Construction Management Plan**

12. Prior to the commencement of construction or any works on the site (including demolition and material removal) the applicant must submit for approval to the responsible authority a Construction Management Plan. The plan must address, but not be limited to the following:
  - 12.1 containment of dust, dirt and mud within the site and method and frequency of clean-up procedures in the event of build-up of matter outside of the site;
  - 12.2 onsite facilities for washing construction vehicles;
  - 12.3 parking arrangements for construction workers;
  - 12.4 delivery and unloading points and expected frequency;
  - 12.5 a liaison officer for contact by residents and the responsible authority in the event of relevant queries or problems experienced;
  - 12.6 an outline of requests to occupy public footpaths or roads, or anticipated disruption to local services.
13. Construction activity on the subject site must be in accordance with the approved construction management plan.

**VicRoads Conditions**

14. A sealed access crossover as per “Aych Design” Plan, DWG No: 03, Revision A, at the property boundary shall be constructed to the satisfaction of the Responsible Authority.
15. All disused or redundant crossovers must be removed and the nature strip, footpath and kerb and channel reinstated.
16. Prior to the commencement of the use or the occupation of the building all works required under this permit must be provided and available for use to the satisfaction of the Responsible Authority and at no cost to VicRoads.
17. Vehicles must enter and exit the land in a forward direction at all times.

**Car Parking & Accessways**

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



**6.2 1342 - 1344 High Street Road Wantirna South (cont'd)****Recommendation (cont'd)**

**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**

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

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

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

**To the satisfaction of the Responsible Authority.**

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

**Fencing**

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

**21. 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**

**22. 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:**

**22.1 the appearance of building, works or materials on the land**

**22.2 parking of motor vehicles**

**22.3 transporting of materials or goods to or from the site**

**22.4 hours of operation**

**22.5 stockpiling of top soil or fill materials**

**22.6 air borne dust emanating from the site**

**22.7 noise**

**22.8 rubbish and litter**

**6.2 1342 - 1344 High Street Road Wantirna South (cont'd)****Recommendation (cont'd)****22.9 sediment runoff**

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**

23. Stormwater runoff from all buildings and hardstanding 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**

24. This permit will expire if one of the following circumstances applies:

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

24.2 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.

**6.2 1342 - 1344 High Street Road Wantirna South (cont'd)****Recommendation (cont'd)**

**This shall be designed in accordance with the Knox City Council (Responsible Authority) Stormwater Drainage Guidelines, (copy available on Council's website), 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.**

- **The total Permissible Site Discharge for the property including all dwellings is 14.8L/s to the existing Council drainage system for a 5 year ARI event.**
- **Applicant is to direct all stormwater to the Council stormwater pit near the north-east 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 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, eg water storage tanks, swale drains, etc.**

**Other Notes:**

- **No work must be commenced in, on, under or over the road reserve without having first obtaining all necessary approval under the Road Management Act 2004, the Road Safety Act 1986, and any other relevant acts or regulations created under those Acts.**
- **A building permit must be obtained before development is commenced.**
- **Buildings are not allowed to be built over Council easements.**

**6.2 1342 - 1344 High Street Road Wantirna South (cont'd)****Recommendation (cont'd)**

- **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.**
- **Indigenous plants can be purchased through approved indigenous nurseries, as listed in the Knox City Council 'Preferred Local Replacement Plants' Information Sheet.**
- **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.**
- **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.**
- **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.**

**COUNCIL RESOLUTION****MOVED: CR. COOPER****SECONDED: CR. LOCKWOOD****That the recommendation be adopted.****CARRIED**



**Location**  
Metway 72 G1

**Property Address**  
1342-1344 High Street  
Road, WANTIRNA  
SOUTH

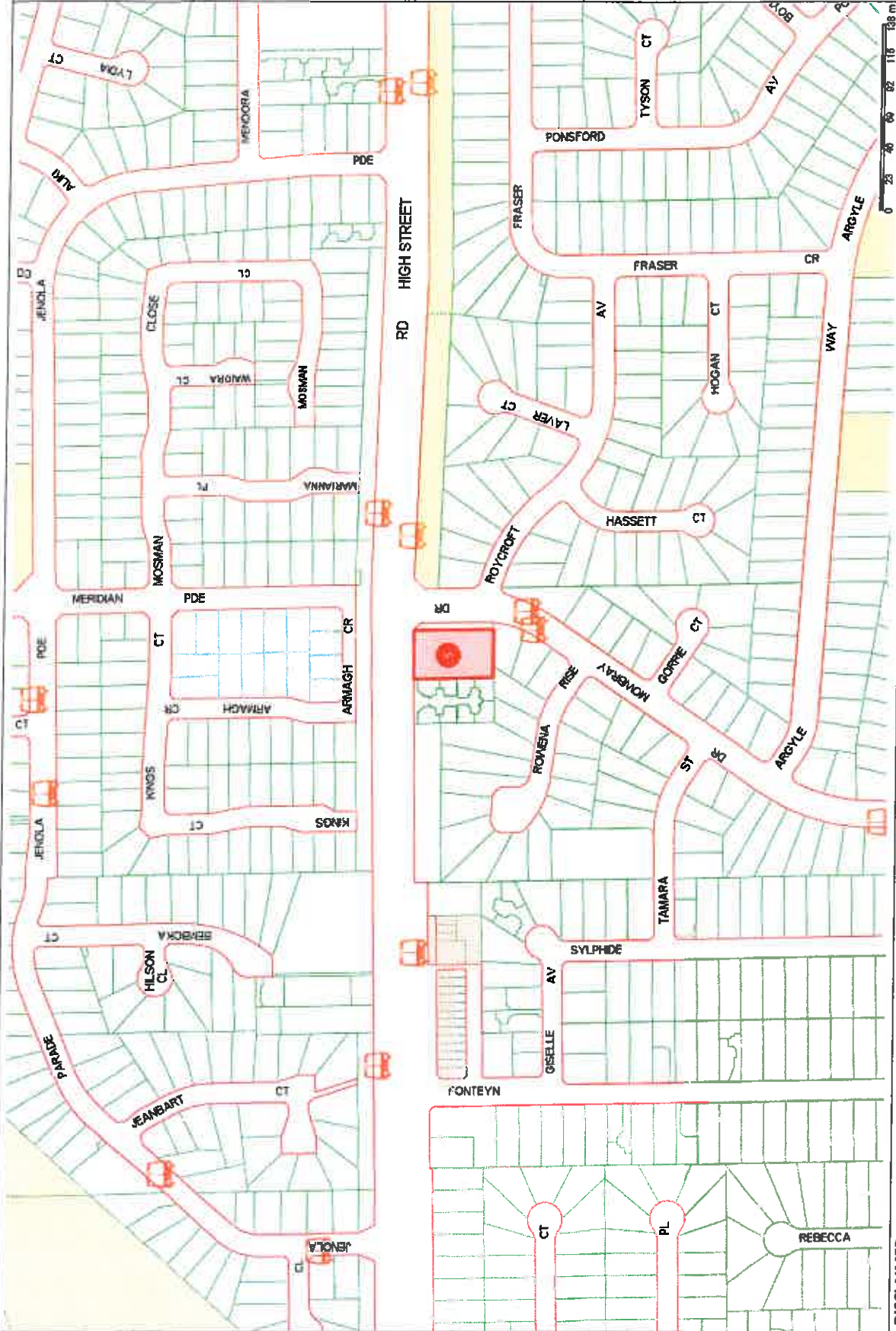
**Application Number**  
P/2015/6562

**Description**  
Construction of seven (7) double storey dwellings and one (1) single storey dwelling (total of 8 dwellings on the land) and creation of access to a road in a Road Zone Category 1

**Wardname**  
Scott

- LEGEND:**
- Title Boundary
  - Road Boundaries
  - City Boundary
  - Bus Route
  - Reserve
  - Commercial Areas
  - Tertiary Schools
  - Primary Schools
  - Secondary Schools
  - P-12 School
  - Bus Stops
  - Other
  - Use Development
  - Subject Property
  - Paddock

**Scale: 1:3000**



**DISCLAIMER:**

Roads and Title Boundaries - State of Victoria, Knox City Council  
 Planning Scheme Information - DPOD, 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.
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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 72 G1

**Property Address**  
1342-1344 High Street  
ROAD, WANTIRNA  
SOUTH

**Application Number**  
P/2015/6562

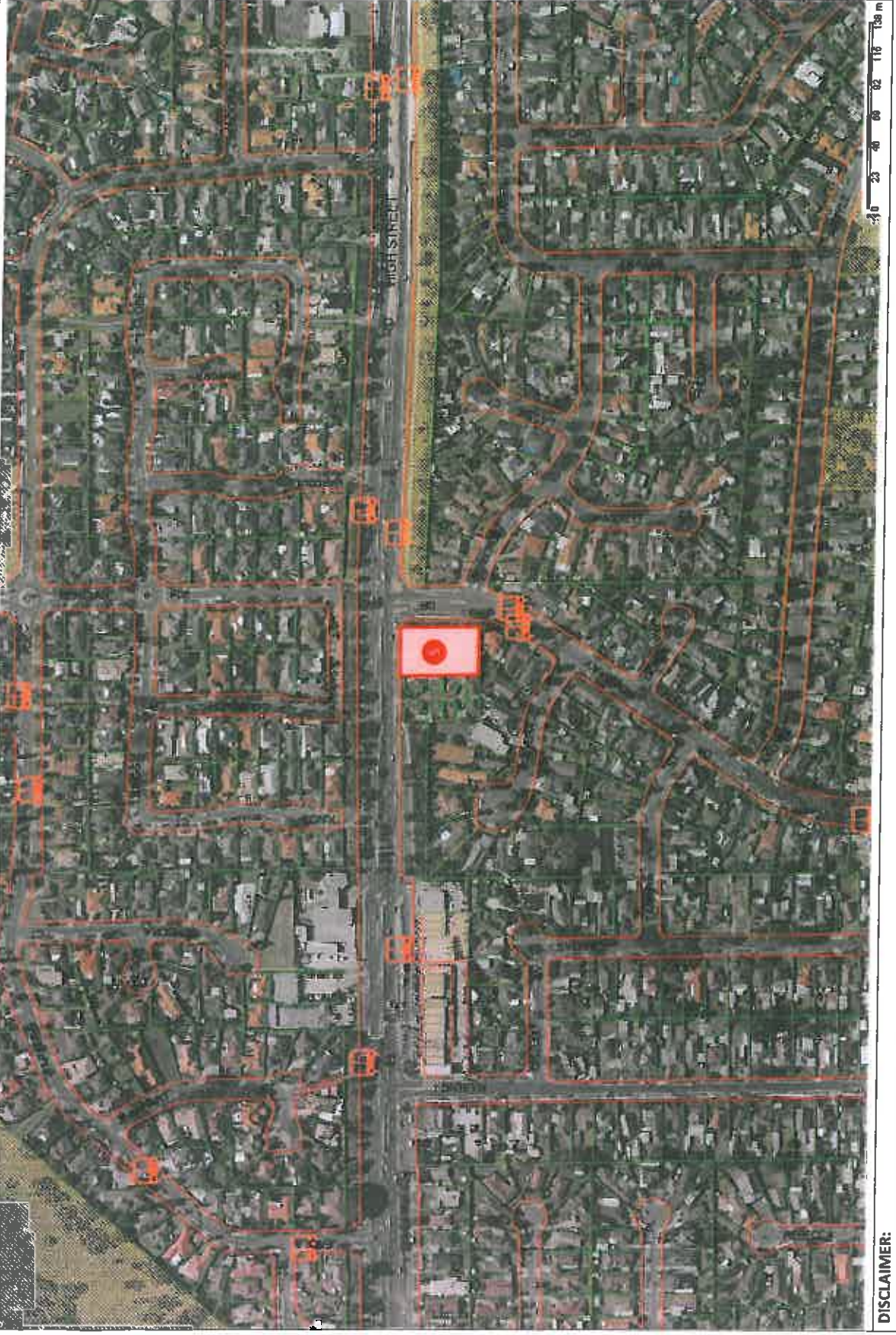
**Description**  
Construction of seven (7) double storey dwellings and one (1) single storey dwelling (total of 8 dwellings on the land) and creation of access to a road in a Road Zone Category 1

**Wardname** Scott

**LEGEND:**

- Title boundary
- Flood boundaries
- City boundary
- Bus Route
- Reserve
- Commercial Area
- Tertiary Schools
- Primary Schools
- Secondary Schools
- F-12 School
- E-4 School
- Object
- Unit Development
- Subject Property
- Position

**Scale: 1:3000**



**DISCLAIMER:**  
Roads and Title Boundaries - State of Victoria, Knox City Council  
Planning Scheme Information - DP/CD, Knox City Council  
Aerial Photography - AAM (From January 2013 - unless otherwise stated)  
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1342 - 1344 HIGH STREET ROAD WANTIRNA SOUTH APPENDIX B

RIVET  
RL.63m

HIGH STREET ROAD

TBM RIVET  
RL.68.25m



NO.	DESCRIPTION	DATE
1	PREPARED BY	
2	DRAWN BY	
3	CHECKED BY	
4	APPROVED BY	

ENGINEERING PLAN  
 1/2021

# 1342 - 1344 HIGH STREET ROAD WANTIRNA SOUTH APPENDIX B



PROJECT NUMBER	1342-1344 HIGH STREET ROAD WANTIRNA SOUTH
DATE	10/10/2018
SCALE	1:100
REVISION	REV. A

**PROFESSIONAL SEAL**

REGISTERED ARCHITECT

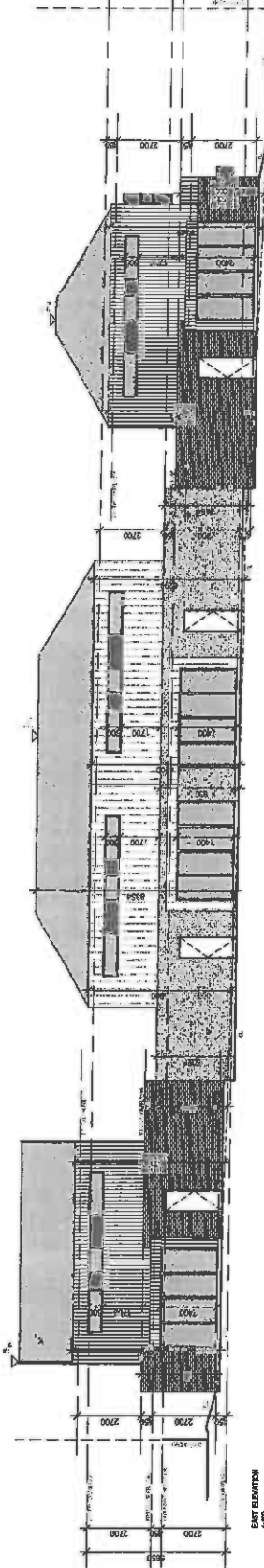
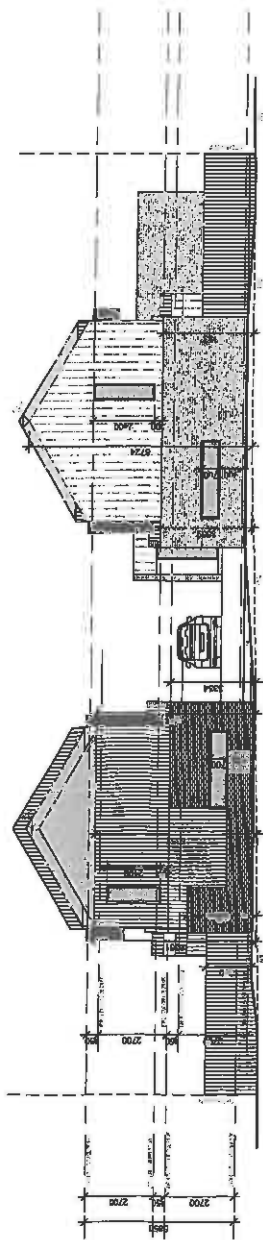
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STATE OF VICTORIA

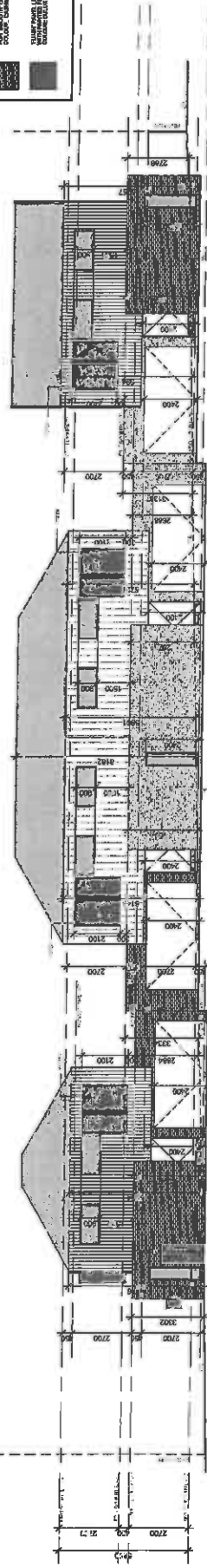
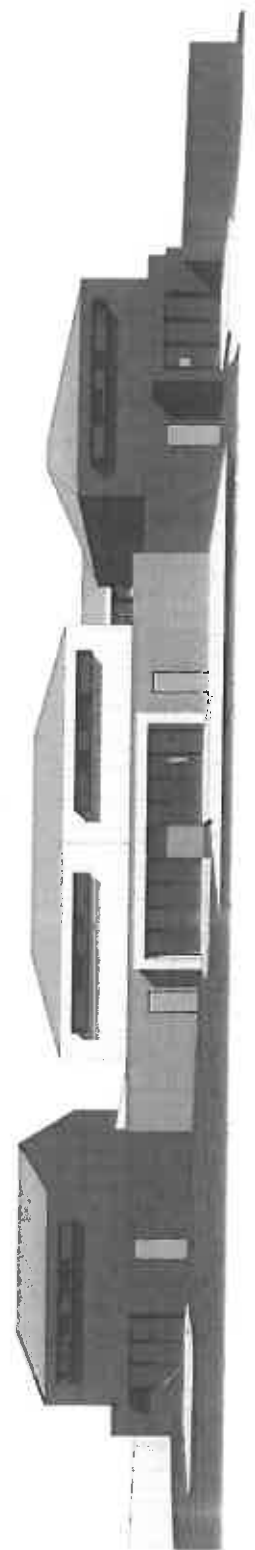




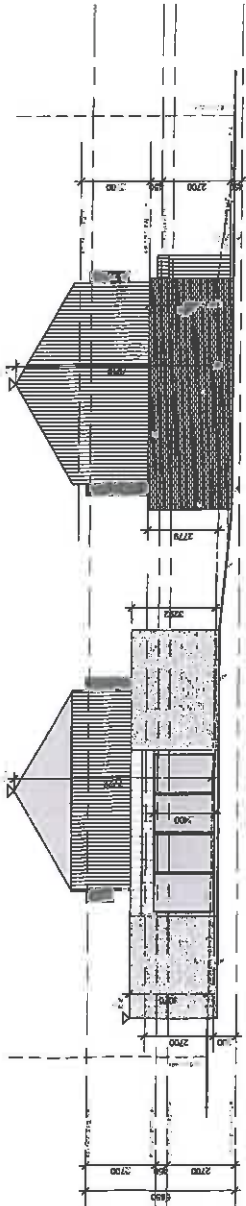
# 1342 - 1344 HIGH STREET ROAD WANTIRNA SOUTH APPENDIX B



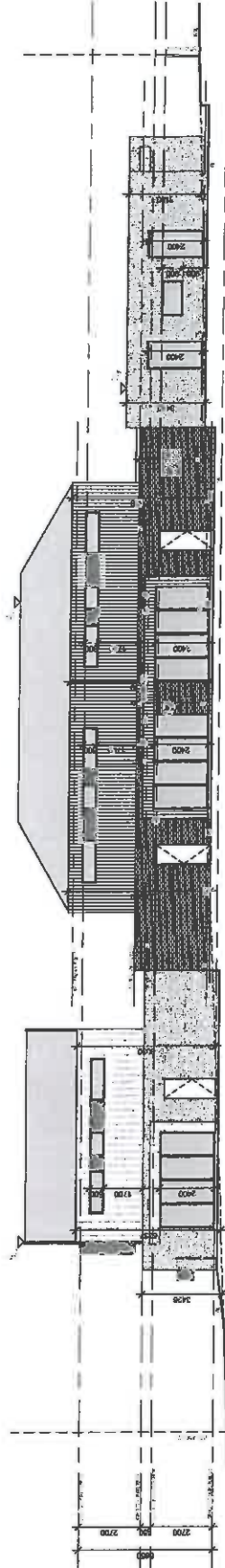
MATERIALS & FINISHES	
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	WALL CLADDING HARDWOOD SHIP LAP CLADDING PREPAINTED METAL POLYURETHANE INSULATION
	ROOF FRAMING 100/100/4500 CONSISTENT WITH ARCHITECT'S SPECIFICATIONS
	FLOOR FRAMING 100/100/4500 CONSISTENT WITH ARCHITECT'S SPECIFICATIONS
	TRIMS ALUMINUM SLICK & SLEIGH TRIM POLYURETHANE FINISH
	WINDOWS POLYURETHANE INSULATED ALUMINUM FRAME
	GLASS 100% LOW IR POLYURETHANE FINISH
	CEILING POLYURETHANE INSULATED ALUMINUM PANEL WITH GLASSWOOL INSULATION
	CONCRETE POLYURETHANE FINISH
	WALL POLYURETHANE INSULATED ALUMINUM PANEL WITH GLASSWOOL INSULATION
	FLOOR POLYURETHANE INSULATED ALUMINUM PANEL WITH GLASSWOOL INSULATION



REVISION	DATE	BY	APPREVED BY	SCALE
1	13/01/2021	JD	DF	1:50



SOUTH ELEVATION  
1:50



WEST ELEVATION  
1:50

**MATERIALS & FINISHES**

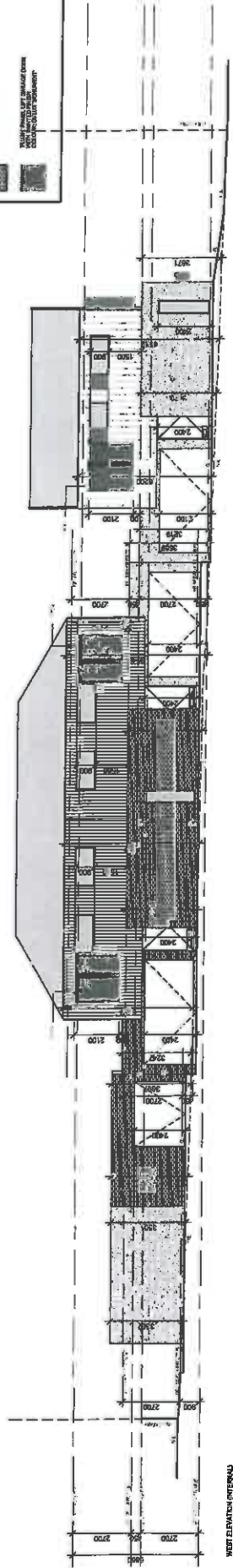
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 2. 18mm x 30mm x 1.2m x 1.2m GALVALUM

**WALL CLADDING**  
 1. 18mm x 30mm x 1.2m x 1.2m GALVALUM  
 2. 18mm x 30mm x 1.2m x 1.2m GALVALUM

**FLOOR FRAMING**  
 1. 18mm x 30mm x 1.2m x 1.2m GALVALUM  
 2. 18mm x 30mm x 1.2m x 1.2m GALVALUM

**TRIMS**  
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 2. 18mm x 30mm x 1.2m x 1.2m GALVALUM

**WINDOWS**  
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 2. 18mm x 30mm x 1.2m x 1.2m GALVALUM

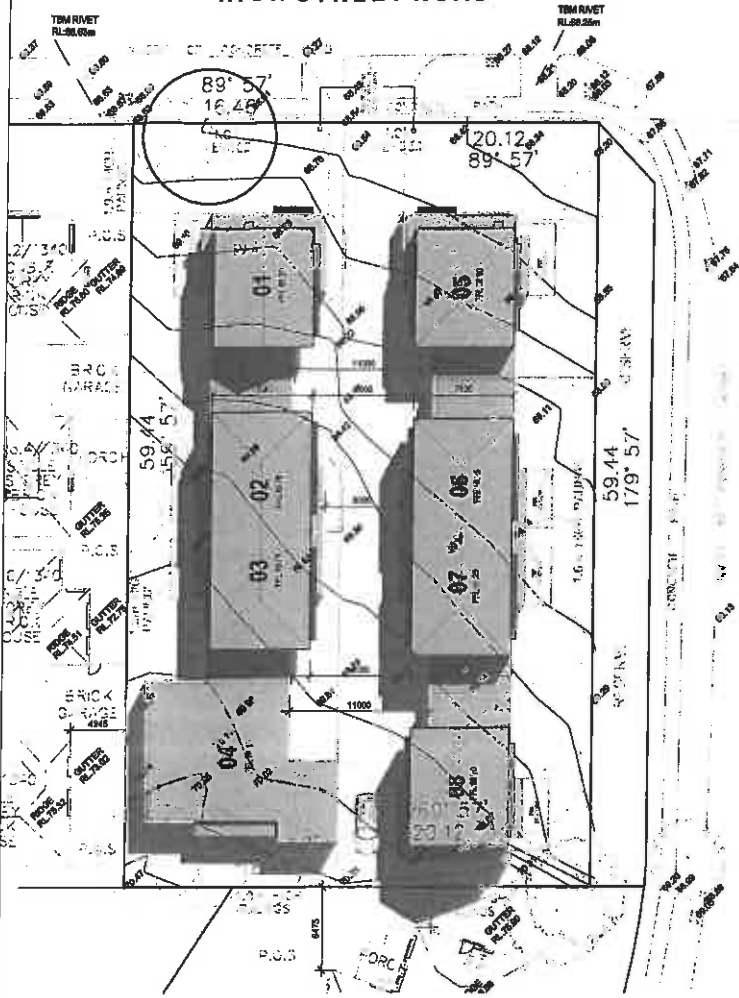


WEST MATCH (INTERNAL)  
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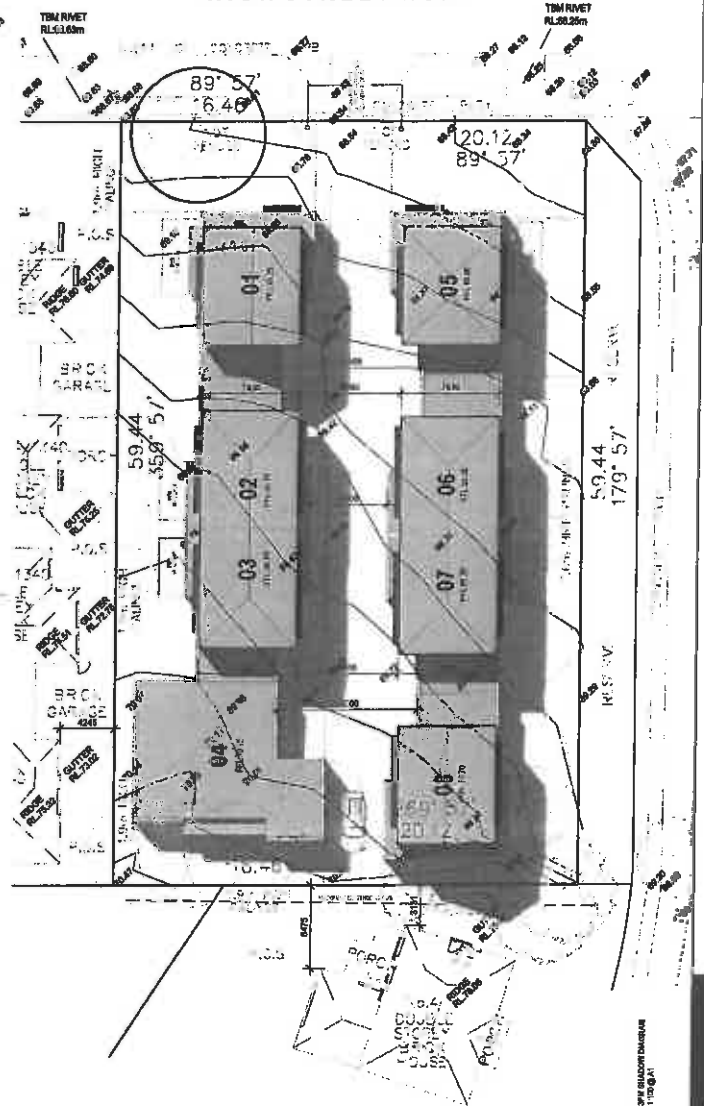
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REVISIONS	18/03/2024	1	NO	1	NO	18
PROJECT	1342 - 1344 HIGH STREET ROAD WANTIRNA SOUTH	1	NO	1	NO	18

# 1342 - 1344 HIGH STREET ROAD WANTIRNA SOUTH APPENDIX B

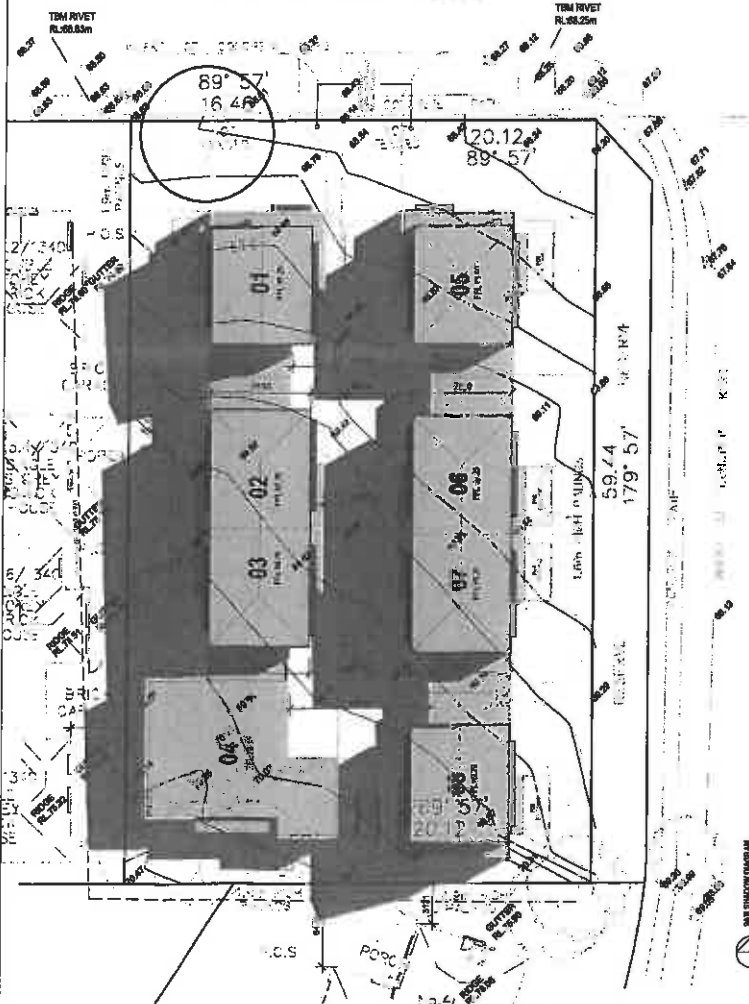
## HIGH STREET ROAD



## HIGH STREET ROAD



## HIGH STREET ROAD



NO.	DESCRIPTION	DATE	BY	APP'D.
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# 1342 - 1344 HIGH STREET ROAD WANTIRNA SOUTH APPENDIX B

L:68.63m

Landscaping Legend

Existing trees to be retained  
for maximum tree value & shade  
on subject site refer to Tree  
Protection Report (TDR 1)

Existing trees to be removed

Tree Protection Zone (TPZ)  
prior to retention report

Proposed evergreen trees

Proposed deciduous trees

Proposed shrubs to be retained

Proposed landscape mulch

Proposed groundcover in mulch

Proposed timber edging

Proposed lawn paving  
drainage to bush  
or water pit

Proposed stepping stone

Proposed granitic sand surface

Proposed lighting pole

Please refer to relevant notes & details  
for specific construction notes types

**FOR TOWN PLANNING  
PURPOSES ONLY  
NOT FOR CONSTRUCTION**

Scale 1:100  
Plan Date 28/07/2016  
Site No 1 of 2

wallbrink  
LANDSCAPE ARCHITECTURE  
100 Years Road  
207 Wantirna Road  
Wantirna Vic 3109

High Fitness Pty Ltd

Proposed Residential Development  
1342-1344 High Street Road  
Wantirna

Town Planning  
Landscape Plan

1861TP1  
A



1342-1344 High Street Road  
Wantirna South  
A. Form, Preliminary Issue



wallbrink  
LANDSCAPE ARCHITECTURE

1000  
2000  
3000  
4000  
5000  
6000  
7000  
8000  
9000  
10000

Client: RW  
Approved: RW  
Date: 28/07/2015  
Sheet: 1 of 1  
Project No: 242

High Rise/Residential Pty Ltd  
Proposed Residential Development  
1342-1344 High Street  
Wantirna  
Town Planning  
Landscape Plan  
1861TP2  
A

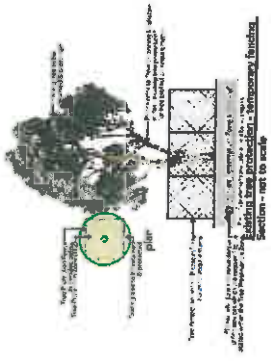
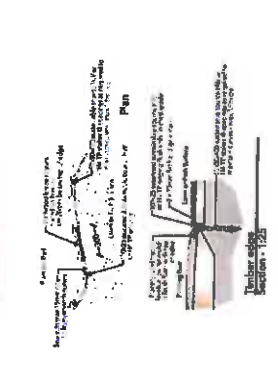
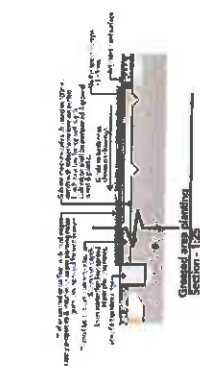
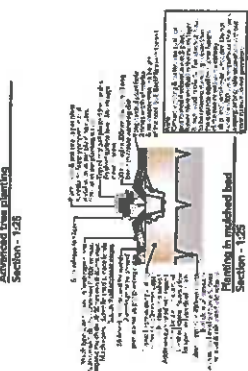
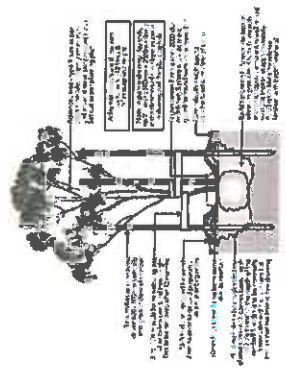
- Town Planning Landscape Notes - Residential Landscape**
1. The purpose of this landscape plan is to provide a detailed landscape design for the residential development, including the layout of trees, shrubs, and other vegetation, and to ensure that the development is in accordance with the relevant planning and environmental requirements.
  2. The landscape design is based on the site conditions, including the existing vegetation, topography, and soil conditions, and is intended to provide a high quality landscape environment for the residents of the development.
  3. The landscape design includes a detailed plan of the site, showing the layout of trees, shrubs, and other vegetation, and the location of any water features, such as ponds or streams.
  4. The landscape design also includes a list of the plants and materials to be used in the development, and a schedule of maintenance for the landscape.
  5. The landscape design is intended to provide a high quality landscape environment for the residents of the development, and to ensure that the development is in accordance with the relevant planning and environmental requirements.
  6. The landscape design is based on the site conditions, including the existing vegetation, topography, and soil conditions, and is intended to provide a high quality landscape environment for the residents of the development.
  7. The landscape design includes a detailed plan of the site, showing the layout of trees, shrubs, and other vegetation, and the location of any water features, such as ponds or streams.
  8. The landscape design also includes a list of the plants and materials to be used in the development, and a schedule of maintenance for the landscape.
  9. The landscape design is intended to provide a high quality landscape environment for the residents of the development, and to ensure that the development is in accordance with the relevant planning and environmental requirements.
  10. The landscape design is based on the site conditions, including the existing vegetation, topography, and soil conditions, and is intended to provide a high quality landscape environment for the residents of the development.
  11. The landscape design includes a detailed plan of the site, showing the layout of trees, shrubs, and other vegetation, and the location of any water features, such as ponds or streams.
  12. The landscape design also includes a list of the plants and materials to be used in the development, and a schedule of maintenance for the landscape.
  13. The landscape design is intended to provide a high quality landscape environment for the residents of the development, and to ensure that the development is in accordance with the relevant planning and environmental requirements.

- Town Planning Landscape Notes - Establishing Tree Protection**
1. The purpose of this landscape plan is to provide a detailed landscape design for the residential development, including the layout of trees, shrubs, and other vegetation, and to ensure that the development is in accordance with the relevant planning and environmental requirements.
  2. The landscape design is based on the site conditions, including the existing vegetation, topography, and soil conditions, and is intended to provide a high quality landscape environment for the residents of the development.
  3. The landscape design includes a detailed plan of the site, showing the layout of trees, shrubs, and other vegetation, and the location of any water features, such as ponds or streams.
  4. The landscape design also includes a list of the plants and materials to be used in the development, and a schedule of maintenance for the landscape.
  5. The landscape design is intended to provide a high quality landscape environment for the residents of the development, and to ensure that the development is in accordance with the relevant planning and environmental requirements.
  6. The landscape design is based on the site conditions, including the existing vegetation, topography, and soil conditions, and is intended to provide a high quality landscape environment for the residents of the development.
  7. The landscape design includes a detailed plan of the site, showing the layout of trees, shrubs, and other vegetation, and the location of any water features, such as ponds or streams.
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  10. The landscape design is based on the site conditions, including the existing vegetation, topography, and soil conditions, and is intended to provide a high quality landscape environment for the residents of the development.
  11. The landscape design includes a detailed plan of the site, showing the layout of trees, shrubs, and other vegetation, and the location of any water features, such as ponds or streams.
  12. The landscape design also includes a list of the plants and materials to be used in the development, and a schedule of maintenance for the landscape.
  13. The landscape design is intended to provide a high quality landscape environment for the residents of the development, and to ensure that the development is in accordance with the relevant planning and environmental requirements.

**Plant Schedule**

Cook, Botanical Name, Common Name, Plant Supply Site Specs, Approx. Volume (m³), Totals

Site	Plant Name	Common Name	Container Size	Min. Height	With Calliper	Approx. Volume (m³)	Totals
1	Large Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	1
2	Medium Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	2
3	Small Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	3
4	Large Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	4
5	Medium Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	5
6	Small Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	6
7	Large Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	7
8	Medium Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	8
9	Small Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	9
10	Large Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	10
11	Medium Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	11
12	Small Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	12
13	Large Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	13
14	Medium Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	14
15	Small Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	15
16	Large Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	16
17	Medium Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	17
18	Small Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	18
19	Large Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	19
20	Medium Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	20
21	Small Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	21
22	Large Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	22
23	Medium Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	23
24	Small Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	24
25	Large Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	25
26	Medium Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	26
27	Small Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	27
28	Large Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	28
29	Medium Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	29
30	Small Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	30
31	Large Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	31
32	Medium Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	32
33	Small Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	33
34	Large Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	34
35	Medium Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	35
36	Small Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	36
37	Large Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	37
38	Medium Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	38
39	Small Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	39
40	Large Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	40
41	Medium Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	41
42	Small Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	42
43	Large Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	43
44	Medium Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m	30cm	10.00	44
45	Small Tree - Norfolk Island Pine (NFI)	Norfolk Island Pine	45 litre	2m </tr			



**SCOTT WARD****6.3 APPLICATION FOR THE CONSTRUCTION OF SIX (6) DOUBLE STOREY DWELLINGS AT 83 KATHRYN RD, KNOXFIELD (P/2016/6356)****1. SUMMARY:**

<b>Land:</b>	83 Kathryn Rd, Knoxfield
<b>Applicant:</b>	Peter Thomas Building Design
<b>Proposed Development:</b>	The construction of six (6) double storey dwellings on the land
<b>Existing Land Use:</b>	Single Dwelling
<b>Area/Density:</b>	2,286m <sup>2</sup> / 1:381m <sup>2</sup>
<b>Zoning:</b>	General Residential Zone - Schedule 5
<b>Overlays:</b>	Vegetation Protection Overlay – Schedule 4
<b>Local Policy:</b>	Municipal Strategic Statement (MSS) Development in Residential Areas and Neighbourhood Character Policy
<b>Application Received:</b>	20 May 2016 (Application amended on 15 November 2016)
<b>Number of Objections:</b>	2
<b>PCC Meeting:</b>	Not applicable

**Assessment:**

*It is considered that the proposal to construct six (6) double storey dwellings provides an appropriate balance between the need for additional housing within an established residential area and the amenity of occupants and adjoining residents.*

*The proposal responds appropriately to Council's local policies (Municipal Strategic Statement (MSS) and Clause 22.07 Development in Residential Areas and Neighbourhood Character Policy) and complies with ResCode.*

*The proposal appropriately responds to the General Residential Zone - Schedule 5 and the Vegetation Protection Overlay – Schedule 4.*

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

### 6.3 83 Kathryn Rd, Knoxfield (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 regular in shape and located on the western side of Kathryn Road, Knoxfield. The site has a frontage of 22.83m and a depth of 100.14m, forming an overall area of 2,286m<sup>2</sup>. The site is relatively flat. A 3.05m wide easement runs along the west (rear) boundary and there are no covenants registered on the copy of title.
- The site currently contains a single storey brick dwelling with usual outbuildings. Vehicular access to the site is gained via an existing crossover adjacent the south boundary.
- Adjoining properties to the north, east and south of the site lie within the General Residential Zone – Schedule 5 (Bush Suburban Areas), and the adjoining properties to the west of the site lie within the General Residential Zone – Schedule 2 (Knox Neighbourhood Areas) and are used for residential purposes. There is evidence of multi-dwelling development within the surrounding area, including five (5) single storey dwellings on the adjoining property to the south.
- The subject site contains a number of trees, some of which are environmental weed species and one which is protected under the Vegetation Protection Overlay – Schedule 4 (VPO4).

##### **2.2 The Proposal**

(Refer to attached plans at Appendix B)

It is proposed to remove the existing dwelling and construct six (6) double storey dwellings. More specifically:

- The dwellings will be arranged in a tandem layout with Dwelling 1 fronting Kathryn Road. Dwelling 1 will be setback 9.0m from the front boundary.
- All dwellings will contain four (4) bedrooms with open plan lounge/kitchen/dining areas. Each dwelling is provided with a double garage and secluded private open space.
- The development adopts generous side and rear setbacks with no construction on the boundaries proposed.

### 6.3 83 Kathryn Rd, Knoxfield (cont'd)

- The development will have a maximum height of 8.2m.
- The proposed materials include face brick, render and roof tiles.
- The existing crossover will be modified to provide vehicle access to all dwellings. The modified crossover/driveway will include a 5m wide by 7m long passing area.
- It is proposed to retain seven (7) trees within the front setback and along the south boundary. These trees are: Eucalyptus radiata, Melaleuca styphelioides x 2, Callistemon saligna, Grevillea robusta x 2, and Melaleuca linariifolia. Only the Eucalyptus radiata is protected by the VPO4. The remaining vegetation on site will be removed to facilitate the development and does not require a permit.

## 3. CONSULTATION

### 3.1 Advertising

The application was advertised by way of a sign on the site and notices sent to adjoining property owners and occupiers. Two (2) objections were received and are summarised below.

Fixed obscure glazing needs to be 1.9m above finished floor levels.

- *Pursuant to Standard B22 (Overlooking) of ResCode, habitable room windows only have to be screened to 1.7m above finished floor levels. As discussed below under Section 4.4, the upper floor windows comply with Standard B22 and no further changes will be required as part of any permit issued.*

It is requested that trellis is added to the top of the new 1.95m fence proposed along the north boundary. Cost associated with trellis and fence to be at the cost of the developer.

- *The site is relatively flat and the finished floor levels of the dwellings will not exceed 800mm above natural ground level. Therefore the proposed 1.95m fence along the north boundary is adequate to prevent ground floor overlooking. No trellis is required.*
- *A condition of any permit issued will require all costs associated with the provision of the fencing to be borne by the owner/developer under the permit.*



### 6.3 83 Kathryn Rd, Knoxfield (cont'd)

Not enough trees are being retained on the site.

- *The proposal will not result in the removal of protected vegetation. The proposal will retain seven (7) established canopy trees on the site.*
- *The proposal will allow for canopy trees, large feature shrubs and groundcovers to be planted across the site. A landscape plan to the satisfaction of the Responsible Authority will be a requirement of any permit issued.*

Impact on traffic/car parking along Kathryn Road

- *The proposed development satisfies the relevant planning scheme requirement in respect to the provision of car parking. The development provides for appropriate on-site car parking relative to the number of bedrooms in the existing and proposed dwellings. No reduction in car parking is being sought.*
- *Council's Traffic and Engineering Department has assessed the application and has raised no concerns regarding the impact of the proposal on the surrounding traffic network. The increased traffic movement associated with the additional dwellings on the site can be readily accommodated in the surrounding street network.*

Amended plans (reconfigured vehicle access to the site) were submitted pursuant to Section 57A of the Planning and Environment Act (1987) on 15 November 2016. The plans were not further advertised as it was considered that the plans would not result in further detriment and were submitted to satisfy issues highlighted by Council.

### 3.2 Referrals

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

#### Traffic Engineer

- *Standard conditions to be included on any permit issued.*

#### Drainage Engineer

- *Standard conditions to be included on any permit issued.*
- *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.*

### 6.3 83 Kathryn Rd, Knoxfield (cont'd)

#### Landscape Officer

- *Standard conditions to be included on any permit issued.*

#### Arborist

- *The proposed development will not impact on vegetation located on adjoining properties.*
- *Tree protection fencing will be required to protect the trees proposed to be retained.*
- *The proposed driveway must be constructed above grade utilising permeable paving within the tree protection zone's of retained vegetation.*

#### Parks Services

- *The street tree is a juvenile *Tristanopsis laurina* and can be transplanted upon receipt of \$305.00 Total cost includes; Transplanting and maintaining the tree for 2 years.*

#### Waste Services

- *Council is satisfied that the waste, recycling & hard waste collections can be undertaken kerbside on the naturestrip frontage of the property in Kathryn Road, as there is sufficient space to accommodate the bins. Therefore a Waste Management Plan is not required in this instance.*

#### Assets

- *Standard conditions to be included on any permit issued.*

## **4. DISCUSSION**

This section considers the proposed development in light of the provisions of the Knox Planning Scheme including State and Local Planning Policies, any other relevant policies and objectives.

### **4.1 Zoning and Overlays**

#### **4.1.1 Zone**

The site is located within the General Residential Zone – Schedule 5. A permit is required for the construction of two or more dwellings on the land.

### 6.3 83 Kathryn Rd, Knoxfield (cont'd)

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

A development must meet the requirements of Clause 55 of the Scheme.

Schedule 5 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.

- *The development will have a minimum front setback of 9.0m to Kathryn Road which complies with the varied standard.*

Schedule 5 to the General Residential Zone varies the ResCode requirements for Standard B8 (Site Coverage) & Standard B9 (Permeability) which requires a maximum 40% site coverage & minimum 25% permeability respectively:

- *Complies. Site coverage is 39% and permeability is 41%.*

Schedule 5 to the General Residential Zone varies the ResCode requirements for Standard B13 (Landscaping) which requires a minimum of one canopy tree per 150 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 is 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 canopy tree planting.*

Schedule 5 to the General Residential Zone 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.

### 6.3 83 Kathryn Rd, Knoxfield (cont'd)

- *Dwellings 2, 3 and 4 have been provided with at least 80m<sup>2</sup> of private open space with 60m<sup>2</sup> of secluded private open space with a minimum dimension of 5m.*
- *The private open space areas to Dwellings 1, 5 and 6 do not technically comply with the schedule to the zone. It is considered that the design of the dwellings can be modified to ensure compliance with the schedule to the zone. This will be addressed via conditions on any permit to issue.*

Schedule 5 to the General Residential Zone varies the ResCode requirements for Standard B32 (Front fence height) which requires a front fence height of 2m to a street in a Road Zone Category 1 and 1.2m to other streets:

- *No front fence is proposed.*

Dwellings or residential buildings must not exceed a height of 9 metres (dependant on slope)

- *Complies, the development will have a maximum height of 8.2m.*

#### 4.1.2 Overlays

The site is located within the Vegetation Protection Overlay 4 (VPO4) relating to the Tree Canopy Protection.

Vegetation protection objectives of the relevant Schedule to the overlay include to protect and retain the continuity of tree cover, with particular emphasis on indigenous species and large old native trees and to improve the continuity of tree cover over time by replacing trees that must be removed with new indigenous canopy trees and a larger number of smaller plants.

- *No vegetation protected under the VPO4 is proposed to be removed.*

## 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.

### 6.3 83 Kathryn Rd, Knoxfield (cont'd)

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 design of the development will make a positive contribution to the surrounding area, with built form considered to be appropriate in form and scale. The development incorporates typical neighbourhood character features such as pitched roofs, brick finishes, eaves and car parking located behind or to the side of dwellings. Upper levels are reasonably articulated and are smaller than the ground level to reduce building bulk and mass.*

Clause 15.02 Sustainable Development – Ensure land use and development 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 within an existing residential area with good provision of urban services and transport.*
- *The submission of a Sustainable Design Assessment will be included as a condition on any permit to issue.*

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. Locate new housing in or close to activity centres and employment corridors and at other strategic development sites that offer good access to services and transport.

- *Neighbourhood character - This is discussed in a later section of the report (Section 4.2.2).*
- *Housing choice – The development provides for dwellings with smaller open space areas than typical for the area.*

### 6.3 83 Kathryn Rd, Knoxfield (cont'd)

- Existing infrastructure – *The site is located within a fully serviced area. Drainage plans to the satisfaction of the Responsible Authority will be required as a condition on any permit issued.*
- Energy efficiency – *This has been discussed above under Clause 15.02.*
- Location – *While the site is not located within an Activity Centre, it is a large site within an established area with access to a range of urban services. The subject site is capable of accommodating the proposed dwellings whilst making a positive contribution to the character of the area. Refer to the assessment against Council's Development in Residential Areas and Neighbourhood Character Policy at Section 4.2.2 below.*

Clause 18 Transport – Ensure that access is provided to all available modes of transport.

- *Bus route 753 runs along Anne Road approximately 215m to the south. The 753 service runs at various intervals between Glen Waverley and Bayswater from 5:53am to 9:28pm weekdays, from 7:12am to 9:41pm Saturdays, and from 9:03am to 9:28pm Sundays.*
- *Bus route 758 also runs along Anne Road. The 758 service runs at various intervals between Knox City and Knoxfield from 9:12am to 6:16pm weekdays.*

#### 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 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 close to urban services and open space areas, where existing infrastructure is readily available.*

### 6.3 83 Kathryn Rd, Knoxfield (cont'd)

- *The submission of a Sustainable Design Assessment will be included as a condition on any permit to issue.*

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 proposal respects the preferred neighbourhood character and is generally 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 and provides opportunities for meaningful landscaping.*
- *As highlighted above, the site is located in an established urban area reasonably close to urban services and open space areas.*

Clause 21.05 – Housing – The Housing theme implements the Knox Housing Strategy 2015. In managing the City of 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 "Bush Suburban" area, which includes two distinct areas: the Dandenong Foothills and the Sites of Biological Significance; these areas have distinct and significant biological values. Limited and low scale residential development is anticipated in these areas in order to protect the environmental and biological qualities that make these areas distinct.

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.

### 6.3 83 Kathryn Rd, Knoxfield (cont'd)

- *The site is not located in an Activity Centre. However, the site is sufficiently large to accommodate six (6) dwellings while achieving the open space and landscaping outcomes sought for the Bush Suburban Character Area.*

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. Strategies also discourage the development of villa units, townhouses and apartments in Bush Suburban areas.

- *It is noted that the MSS discourages villa unit developments within Bush Suburban areas. However, the site is sufficiently large to accommodate six (6) dwellings whilst still retaining the green leafy image of the area*
- *The development complies with the desired future character of the area. Refer to the assessment against Council's Development in Residential Areas and Neighbourhood Character Policy below.*
- *Further, the development complies with ResCode which is discussed at Section 4.4 below.*

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.

- *Landscaping can be accommodated within private open space areas, within the front setback and along the driveway, contributing to the green and leafy image of Knox.*

Objective 4 is to protect and enhance the landscape and environmental values of the nature areas of significance within the municipality. Strategies include recognising the environmental and landscape significance of the Dandenong Foothills and directing significant growth in housing stock to locations outside of the Bush Suburban areas.



### 6.3 83 Kathryn Rd, Knoxfield (cont'd)

- *The site is located within an area of biological significance, however no vegetation protected under the VPO4 will be removed. The proposal has been designed to ensure the retention of a Eucalyptus radiata within the front setback which is protected under the VPO4. Six (6) additional trees located along the south boundary will be retained. Whilst these trees will not contribute to the biological significance of the area, they will contribute to the green and leafy image of Knox. There are ample opportunities across the site for the planting of additional native or indigenous canopy trees; therefore it is considered the proposed development will not undermine the landscape and environmental values of the municipality.*
- *The site is sufficiently large to accommodate six (6) dwellings whilst still retaining the green leafy image of 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 development provides for dwellings with smaller private open space areas and all dwellings have services and a bedroom at ground level to improve accessibility for residents with reduced mobility.*

Clause 22.07 – Development in Residential Areas and Neighbourhood Character: Bush Suburban Area – Detached dwellings and dual occupancies are supported.

The desired future character of this area is to:

- Contribute to the protection and enhancement of Knox's distinctive environmental and biological values.
- Continue to be low-scale neighbourhoods where significant indigenous and native vegetation is retained and complemented.
- Ensure that built form is subservient to the area's landscape dominant character.

### 6.3 83 Kathryn Rd, Knoxfield (cont'd)

The key (relevant) design objectives are:

Design buildings to be nestled and tucked into the landscape.

- *The development adopts generous setbacks to the side and rear boundaries as well as the common driveway to allow for the retention of established vegetation and the planting of new vegetation. It is considered the development will appear to be nestled and tucked into the landscape.*

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

- *The proposal will allow for canopy trees, large feature shrubs and groundcovers to be planted across the site. A landscape plan to the satisfaction of the Responsible Authority will be a requirement of any permit issued.*

Retain canopy trees and understorey planting, wherever possible.

- *The proposed development has been designed to allow the retention of a large significant tree within the front setback and canopy trees along the south boundary to contribute to the green and leafy image of Knox.*

Plant indigenous and native canopy trees in accordance with the requirements of the applicable zone schedule.

- *It is considered that the proposed development can accommodate indigenous and native canopy trees in accordance with the requirements of the applicable zone schedule.*

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

- *All car parking is located behind or to the side of dwellings.*

Provide single crossovers for driveways.

- *A 5m wide crossover is proposed for the development. The crossover incorporates a passing area which is required by Clause 52.06 (Car Parking).*

### 6.3 83 Kathryn Rd, Knoxfield (cont'd)

Minimise the amount of paving in front yards and driveways.

- *The amount of paving in the front yard has been minimised to one driveway to service the development which incorporates a 5m wide by 7m long passing area. Whilst the passing area within the front setback will result in hard surfaces within the frontage, it is a requirement of Clause 52.06 (Car Parking) to ensure vehicles can safely enter and exit the site without causing disruption to traffic on Kathryn Road. The proposal retains a large Eucalyptus radiata within the front setback and there are ample opportunities for additional landscaping to soften the appearance of the passing area.*

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

- *All dwellings incorporate pitched roof forms.*

Significantly setback first floor levels from the ground floor level.

- *The upper floors of the dwellings are designed to have a smaller building footprints and increased setbacks to the site boundaries to minimise the visual impact to adjoining properties.*

Provide no, low or transparent front fencing.

- *No front fencing is proposed.*

Applications must also consider:

#### Accessible Design

- *The proposed development considers the need of people with limited mobility as a clear and accessible path from the street to each front door has been provided.*
- *Each dwelling contains a bedroom, kitchen and amenities as the same level as the entrance.*

#### Sustainable Design

- *The development incorporates passive solar design with north facing living areas and balconies.*
- *The submission of a Sustainable Design Assessment will be included as a condition on any permit to issue.*

### 6.3 83 Kathryn Rd, Knoxfield (cont'd)

#### Architectural Design

- *The design and scale of the proposed development is generally consistent with the housing types encouraged in the area.*
- *The development provides an appropriate degree of visual interest and articulation to present an appropriate scale to Kathryn Road and adjoining sites.*
- *Large blank walls and facades have been avoided through the incorporation of varied building materials and finishes.*

### 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 dwelling is provided with a double garage.*
- *One (1) visitor parking space has been provided.*
- *The car parking provided for residents and visitors complies with Clause 52.06.2 of the Knox Planning Scheme.*

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: Access ways – *Complies. A 5m wide by 7m long passing area has been provided at the entrance.*

Design Standard 2: Car Parking Spaces – *Complies.*

Design Standard 3: Gradients – *Complies.*

**6.3 83 Kathryn Rd, Knoxfield (cont'd)**

Design Standard 4: Mechanical Parking – *N/A*.

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)**Neighbourhood Character and Infrastructure

Neighbourhood Character – *Complies, refer to Section 4.2.2 above*.

Residential Policy – *Complies, refer to Section 4.2 above*.

Infrastructure – *Complies*.

Integration with the Street – *Complies*.

Site Layout and Building Massing

Street Setback – *Complies*.

Building Height – *Complies*.

Site Cover/Permeability – *Complies*.

Energy Efficiency – *Complies*.

Safety – *Complies. Entrances to the dwellings are not obscured or isolated from the street. Further, ground floor windows will provide passive surveillance along the south boundary.*

Landscaping – *Complies, a condition on any permit issued will require that appropriate landscape plans are submitted to the satisfaction of the Responsible Authority.*

Access – *Complies*.

Parking Location – *Complies*.

Amenity Impacts

Side and rear setbacks – *Complies*.

Walls on boundaries – *Not applicable*.

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

### 6.3 83 Kathryn Rd, Knoxfield (cont'd)

North-facing windows – *Complies.*

Overshadowing open space – *Complies. The shadow diagrams submitted with the application indicate that the proposal will have minimal overshadowing impact on the adjoining sites to the west and south at different times of the day at Equinox.*

Overlooking – *Generally complies, as discussed below:*

*Ground floor level*

- *No overlooking is expected as the side and rear boundaries will contain a 1.95m high fence and the finished floor levels of the dwellings will not exceed 800mm above natural ground level.*

*First floor level*

- *All of the habitable room windows have been screened to comply with Standard B22 (Overlooking).*

Internal views – *Complies.*

Noise Impacts – *Complies. No mechanical plants and the like are proposed to be located near bedrooms of immediately adjacent existing dwellings.*

#### On-Site Amenity and Facilities

Accessibility – *Complies.*

Daylight to new windows – *Complies.*

Private Open Space – *Complies.*

Solar access – *Complies.*

Storage – *Complies.*

#### Detailed Design

Design Detail – *Complies.*

Common Property – *Complies.*

Site Services – *Complies.*

Front fence – *Complies, no front fence is proposed.*

### 6.3 83 Kathryn Rd, Knoxfield (cont'd)

#### 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:

- *It is considered that the proposal to construct six (6) double storey dwellings provides an appropriate balance between the need for additional housing within an established residential area and the amenity of occupants and adjoining residents.*
- *The proposal responds appropriately to Council's local policies (Municipal Strategic Statement (MSS) and Clause 22.07 Development in Residential Areas and Neighbourhood Character Policy) and complies with ResCode.*
- *The proposal appropriately responds to the General Residential Zone - Schedule 5 and retains vegetation protected by the Vegetation Protection Overlay – Schedule 4.*
- *The proposal responds well to State and Local Planning Policies.*

#### 6. CONFIDENTIALITY

There are no confidentiality issues associated with this report.

#### RECOMMENDATION

**That Council issue a Notice of Decision to Grant a Planning Permit to develop the land for six (6) double storey dwellings at 83 Kathryn Rd, Knoxfield subject to the following conditions:**

**6.3 83 Kathryn Rd, Knoxfield (cont'd)****Recommendation (cont'd)****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 prepared by Peter Thomas Building Design but modified to show:**

- 1.1 Annotation stating, 'all structures (including fences, letterboxes and meter boxes) shall be constructed to a maximum height of 900mm or relocated clear of a splayed area near the access way to ensure safe sight distances.' Letterboxes must front the street.**
- 1.2 The proposed driveway must be constructed above grade utilising permeable paving within the tree protection zone (TPZ) of vegetation to be retained.**
- 1.3 Dwellings 1, 5 and 6 to be provided with at least 80m<sup>2</sup> of private open space with 60m<sup>2</sup> of secluded private open space with a minimum dimension of 5m and any necessary changes to the plans as required.**
- 1.4 Any changes required to comply with Condition 2.5.**
- 1.5 Drainage Plans in accordance with Condition 2.**
- 1.6 Landscape Plans in accordance with Condition 4.**
- 1.7 A Sustainable Design Assessment in accordance with Condition 7.**
- 1.8 A Tree Management Plan in accordance with Condition 9.**
- 1.9 Tree Protection measures shown on the plans in accordance with Conditions 10-17.**

**To the satisfaction of the Responsible Authority.**



**6.3 83 Kathryn Rd, Knoxfield (cont'd)****Recommendation (cont'd)****Drainage plans**

**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.**

**3. Stormwater runoff from all buildings and hardstand 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.**

**Landscape plans**

**4. 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:**

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

**6.3 83 Kathryn Rd, Knoxfield (cont'd)****Recommendation (cont'd)**

- 4.2 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).**
- 4.3 Buildings and trees (including botanical names, height and width) on neighbouring properties within three metres of the boundary.**
- 4.4 Details of the surface finishes of pathways and driveways.**
- 4.5 Details and location of all existing and proposed services including above and below ground lines, cables and pipes.**
- 4.6 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.**
- 4.7 Landscaping and planting within all open areas of the site (including additional planting within open space areas of the existing dwelling/s).**
- 4.8 The plans must also show the provision of at least 12 additional indigenous or native canopy trees and 8 large feature shrubs with a mature height of 4-5m chosen from Appendix 4 or 5 of Council's Landscape Guidelines for Planning Permits. These canopy trees must be a minimum 1.5m tall when planted.**

**To the satisfaction of the Responsible Authority.**

- 5. 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. 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.**

**Sustainable Design Assessment**

**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.**

**6.3 83 Kathryn Rd, Knoxfield (cont'd)****Recommendation (cont'd)**

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

**Tree Management Plan**

- 8. Before the development commences, a tree management plan must be submitted to and approved by the Responsible Authority, demonstrating how vegetation to be retained on site and on adjoining properties will be protected and maintained during the pre development, construction, and post construction phases. Tree protection must be undertaken in accordance with the approved plan/documentation, and must be undertaken under the supervision of a qualified Arborist, to the satisfaction of the Responsible Authority.**

**Tree Protection**

- 9. 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. 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.**
- 10. 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.**

**6.3 83 Kathryn Rd, Knoxfield (cont'd)****Recommendation (cont'd)**

- 11. 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.**
- 12. The fence and signage is to be maintained throughout the construction period and removed at the completion of all works.**
- 13. No temporary removal of the fence, or encroachment into the protection zone is permitted without the written consent of the responsible authority.**
- 14. Prior to erecting the fence around the tree protection zone, all unwanted vegetation and weed species must be removed from within the zone, and the ground within the protection zone must be covered with a layer of well composted organic mulch (maximum 100mm depth). The area is to be watered at least fortnightly throughout the construction period.**
- 15. The following activities are prohibited from the tree protection area, without the written consent of the responsible authority:**
  - 15.1 Construction activities.**
  - 15.2 Dumping and/or storage of materials, goods and/or soil.**
  - 15.3 Trenching or excavation.**
  - 15.4 Lopping branches, nailing or affixing signs, service lines, lights etc to the trees.**
- 16. Prior to any works commencing on site, the Responsible Authority must be contacted to inspect the Tree Protection fencing.**

**General**

- 17. All development must be in accordance with the endorsed plans.**
- 18. The development as shown on the endorsed plans must not be altered without the written consent of the Responsible Authority.**

**6.3 83 Kathryn Rd, Knoxfield (cont'd)****Recommendation (cont'd)**

- 19. Once the development has started it must be continued and completed to the satisfaction of the Responsible Authority.**
- 20. 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.**

**Street Tree**

- 21. Prior to the commencement of any buildings and works approved under this permit, all costs associated with the transplantation of the street tree/s must be paid to Council by the owner/developer. The transplantation of the street tree/s must be undertaken by Council.**

**Car parking and Driveways**

- 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. Car parking areas must not be used for storage.**
- 25. 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.**

**6.3 83 Kathryn Rd, Knoxfield (cont'd)****Recommendation (cont'd)****Fencing**

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

**Construction Amenity**

- 28. 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:**

- 28.1 the appearance of building, works or materials on the land**

- 28.2 parking of motor vehicles**

- 28.3 transporting of materials or goods to or from the site**

- 28.4 hours of operation**

- 28.5 stockpiling of top soil or fill materials**

- 28.6 air borne dust emanating from the site**

- 28.7 noise**

- 28.8 rubbish and litter**

- 28.9 sediment runoff**

**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.**

**Permit Expiry**

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

- 29.1 The development is not started within two years of the date of this permit.**

**6.3 83 Kathryn Rd, Knoxfield (cont'd)****Recommendation (cont'd)**

- 29.2 The development is not completed within four years of the date of this permit.**

The Responsible Authority may extend the periods referred to if a request is made in writing before the permit expires or within six months afterwards.

**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 Council's website), 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.**
- **The total Permissible Site Discharge for the property including all dwellings is 11.4L/s to the existing Council drainage system for a 5 year ARI event.**
- **Applicant is to direct all stormwater to the south-west 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 development is to provide adequate clearance for the overland flow path through the property to Council's satisfaction. Details of regarding overland flow must be included in the engineering stormwater design plans.**
- **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.**

**6.3 83 Kathryn Rd, Knoxfield (cont'd)****Recommendation (cont'd)**

- **Water Sensitive Urban Design (WSUD) should be addressed as part of this development, e.g. water storage tanks, swale drains, etc.**

**Other Notes:**

- **The street tree can be transplanted upon receipt of \$305.00. Total cost for street tree transplant includes; transplanting and maintaining the tree for 2 years. For details regarding the cost and/or the timing of the transplantation of the street tree/s please contact Council's Active Open Space Team on (03) 9298 8425.**
- **A building permit must be obtained before development is commenced.**
- **Road opening permit must be obtained before development is commenced.**
- **Buildings are not allowed to be built over Council easements without Council consent.**
- **In accordance with Council policy, an 8.5% public open space contribution may apply in the event of the subdivision of the land.**
- **The dwellings must achieve a minimum 6-Star Energy Rating.**
- **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 litter and rubbish associated with the construction must be contained on site at all times.**

**COUNCIL RESOLUTION**

**MOVED: CR. COOPER**  
**SECONDED: CR. HOLLAND**

That the recommendation be adopted.

**CARRIED**





**Knox City Council**  
REPORT APPENDIX: A

<b>Property - Address</b>	83 Kathryn Road, KNOXFIELD
<b>Formatted Application Number</b>	P/2016/6356
<b>Description</b>	The construction of six (6) double storey dwellings on the land
<b>Wardname</b>	Scott

**LEGEND:**

- Title Boundary
- Road Boundaries
- City Boundary
- Bus Route
- Reserves
- Commercial Areas
- Tertiary Schools
- Primary Schools
- Secondary Schools
- P-12 School
- Bus Stop
- Object
- Un-Development
- Subject Property
- Petition



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

**Property Address**  
83 Kathryn Road,  
KNOXFIELD  
P/2016/6356

**Application Number**  
P/2016/6356

**Description**  
The construction of six (6) double storey dwellings on the land

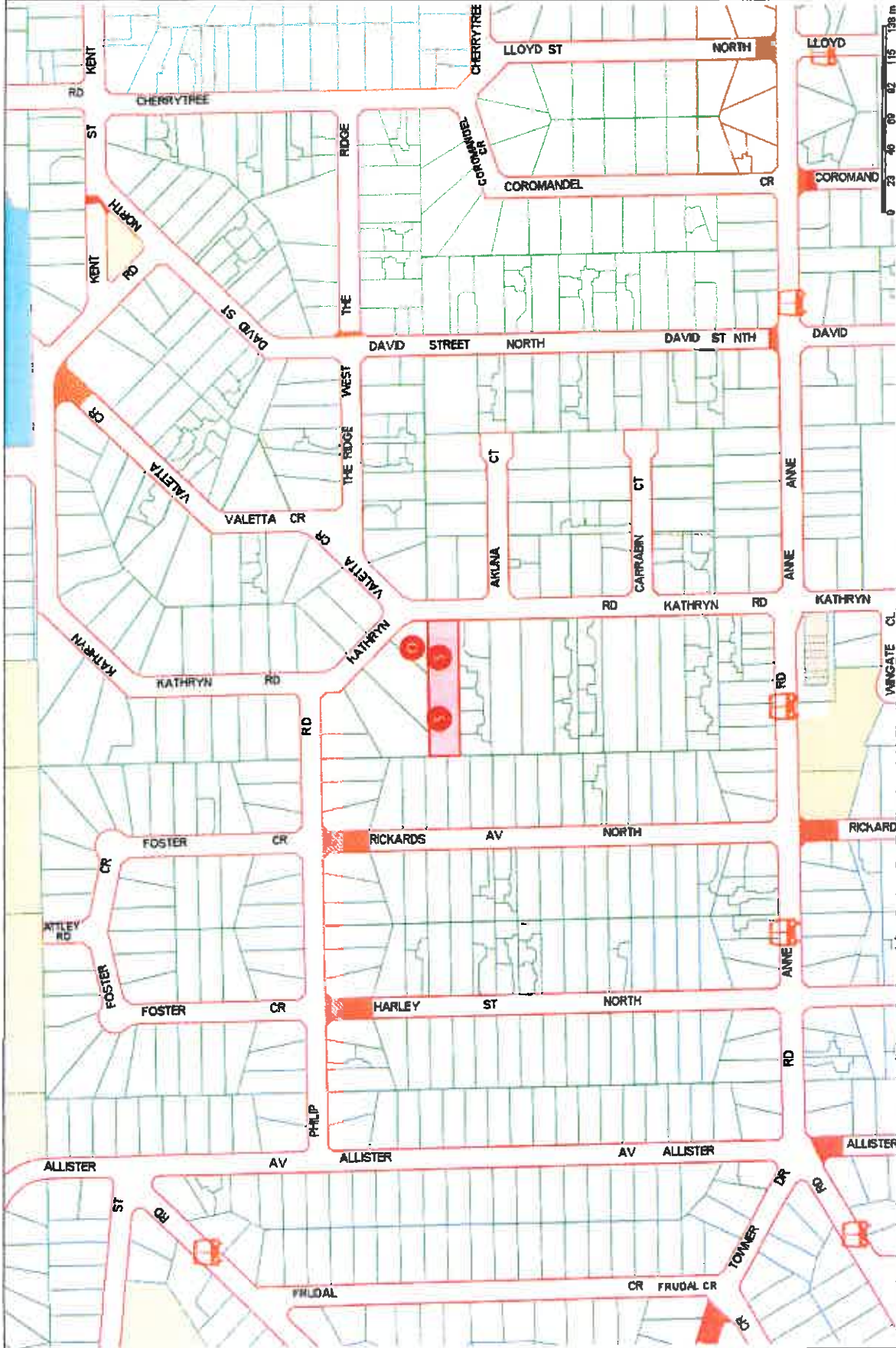
**Wardname**  
Scott

**LEGEND:**

- This Boundary
- Road Boundary
- City Boundary
- Bus Route
- Reserves
- Commercial Area
- Tertiary Schools
- Primary Schools
- Secondary Schools
- P-12 School
- Bus Stops
- Dipoler
- Link Development
- Subject Property
- Follion



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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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.

AMENDED AFTER ADVERTISING



Knox City Council  
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NO	DATE	DESCRIPTION
1		ISSUED
2		REVISIONS TO "A"
3		REVISIONS TO "B"
4		REVISIONS TO "C"
5		REVISIONS TO "D"
6		REVISIONS TO "E"
7		REVISIONS TO "F"
8		REVISIONS TO "G"
9		REVISIONS TO "H"
10		REVISIONS TO "I"
11		REVISIONS TO "J"
12		REVISIONS TO "K"
13		REVISIONS TO "L"
14		REVISIONS TO "M"
15		REVISIONS TO "N"
16		REVISIONS TO "O"
17		REVISIONS TO "P"
18		REVISIONS TO "Q"
19		REVISIONS TO "R"
20		REVISIONS TO "S"
21		REVISIONS TO "T"
22		REVISIONS TO "U"
23		REVISIONS TO "V"
24		REVISIONS TO "W"
25		REVISIONS TO "X"
26		REVISIONS TO "Y"
27		REVISIONS TO "Z"

Peter Thomas  
3-11-16  
Planning Division

83 KATHRYN RD  
KNOXFIELD 3180  
PROJECT No. 851

COVER PAGE



DATE: 28/04/2016 © Corryva 2016

**AMENDED AFTER ADVERTISING LEGEND**

- 1** EXISTING BUILDING TO BE DEMOLISHED
- 2** EXISTING BUILDING TO BE REBUILT
- 3** NEED TO BE REBUILT AFTER ADVERTISING ADJUDICATION REPORT
- 4** NEED TO BE REBUILT WITH ADVERTISING ADJUDICATION REPORT
- 5** ADJUDICATED NEEDS NOT INTENDING TO BE REBUILT
- 6** ADJUDICATED NEEDS NOT TO BE REBUILT
- 7** ADJUDICATED NEEDS TO BE REBUILT
- 8** EXISTING DRIVEWAY AREA TO BE DEMOLISHED

NOTE: IF A CLEAR HEIGHT OF 7.5 M IS REQUIRED AT ANY POINT, THE HEIGHT MUST BE INDICATED.

EXISTING BUILDING TO BE REBUILT WITH ADVERTISING ADJUDICATION REPORT

EXISTING DRIVEWAY AREA TO BE DEMOLISHED

**NOTES:**

EXISTING BUILDING TO BE REBUILT WITH ADVERTISING ADJUDICATION REPORT

EXISTING DRIVEWAY AREA TO BE DEMOLISHED

**Knox City Council**  
RECEIVED  
15 NOV 2016  
PLANNING DEPARTMENT

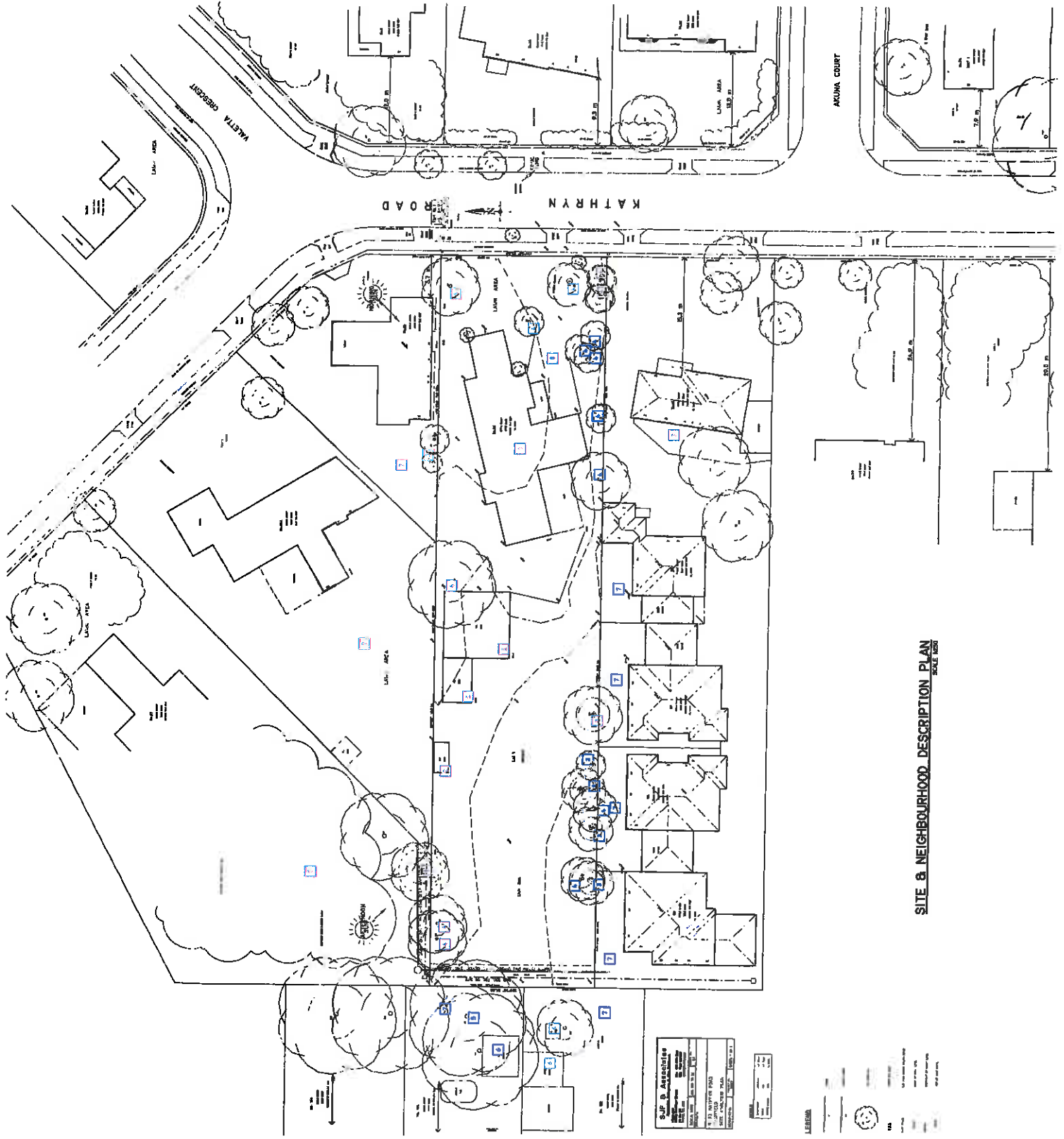
NO.	DATE	DESCRIPTION
1	15/11/2016	BY THE PLANNING DEPARTMENT & ADJUDICATOR TO REBUILT
2	15/11/2016	ADVERTISING ADJUDICATION REPORT

**Peter Thomas Building Design**

83 KATHRYN RD  
KNOXFIELD 3180  
PROJECT No. 511  
SITE & NEIGHBOURHOOD DESCRIPTION PLAN



DATE REVISED: © Copyright 2016



**SITE & NEIGHBOURHOOD DESCRIPTION PLAN**  
SCALE 1:100



AMENDED AFTER ADVERTISING

**LEGEND**

- Site Boundary
- Proposed Buildings
- Proposed Driveways
- Proposed Pavement
- Proposed Landscaping
- Proposed Fencing
- Proposed Retention Walls
- Proposed Stormwater Management
- Proposed Access Points
- Proposed Services
- Proposed Utilities
- Proposed Easements
- Proposed Other Features

**TABLE 1: AREA SCHEDULES**

Area Schedule	Area (m <sup>2</sup> )	Volume (m <sup>3</sup> )
AS 1	1000	1000
AS 2	2000	2000
AS 3	3000	3000
AS 4	4000	4000
AS 5	5000	5000
AS 6	6000	6000
AS 7	7000	7000
AS 8	8000	8000
AS 9	9000	9000
AS 10	10000	10000

**TABLE 2: CONSTRUCTION VOLUMES**

Item	Quantity	Unit
Excavation	1000	m <sup>3</sup>
Concrete	2000	m <sup>3</sup>
Brickwork	5000	m <sup>2</sup>
Roofing	1000	m <sup>2</sup>
Landscaping	500	m <sup>2</sup>
Paving	1000	m <sup>2</sup>
Fencing	1000	m
Retention Walls	100	m
Stormwater Management	100	m <sup>3</sup>
Access Points	10	nos
Services	10	nos
Utilities	10	nos
Other Features	10	nos

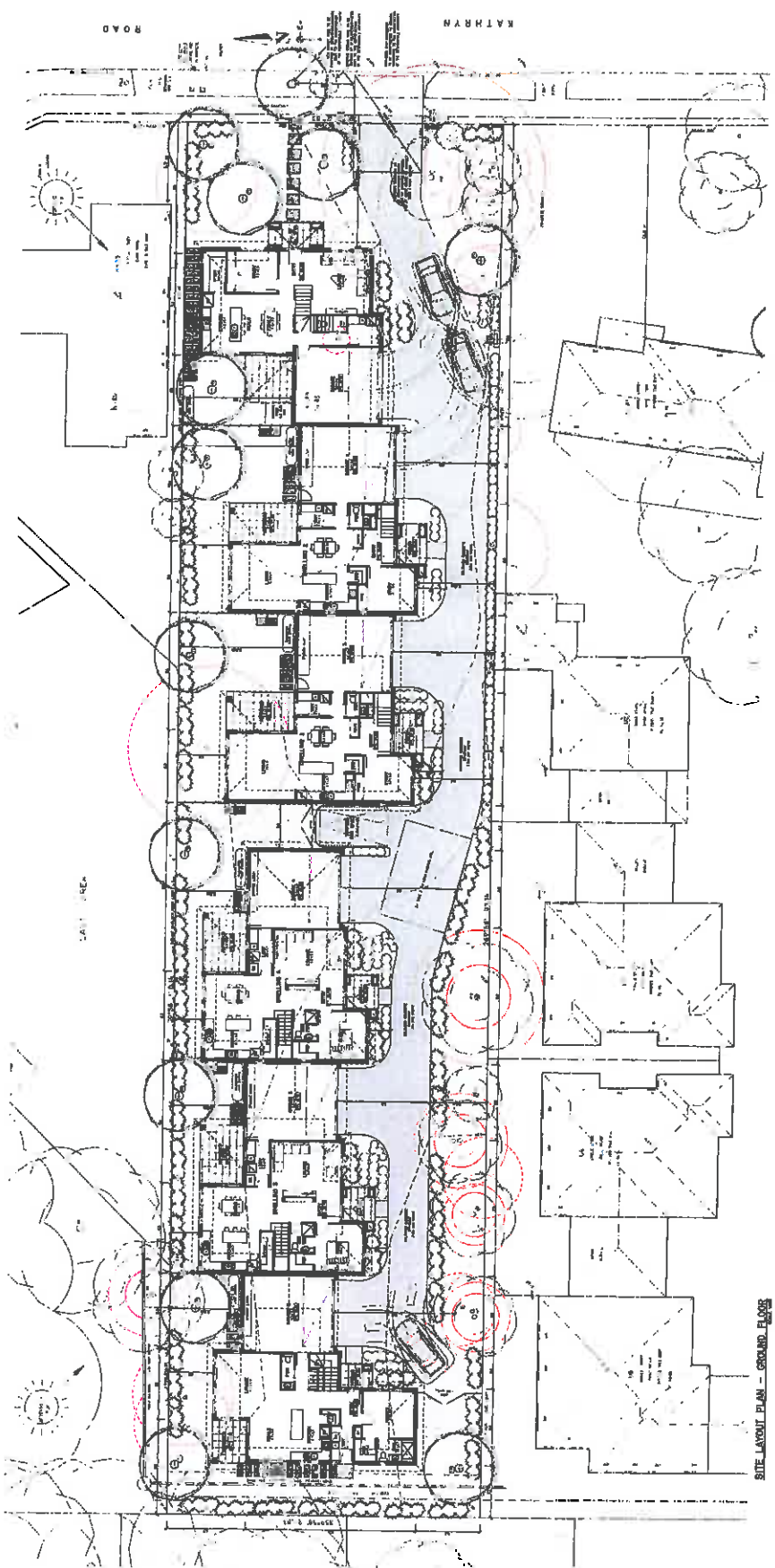
**TABLE 3: MATERIALS SCHEDULE**

Material	Quantity	Unit
Excavation	1000	m <sup>3</sup>
Concrete	2000	m <sup>3</sup>
Brickwork	5000	m <sup>2</sup>
Roofing	1000	m <sup>2</sup>
Landscaping	500	m <sup>2</sup>
Paving	1000	m <sup>2</sup>
Fencing	1000	m
Retention Walls	100	m
Stormwater Management	100	m <sup>3</sup>
Access Points	10	nos
Services	10	nos
Utilities	10	nos
Other Features	10	nos

**TABLE 4: CONSTRUCTION COSTS**

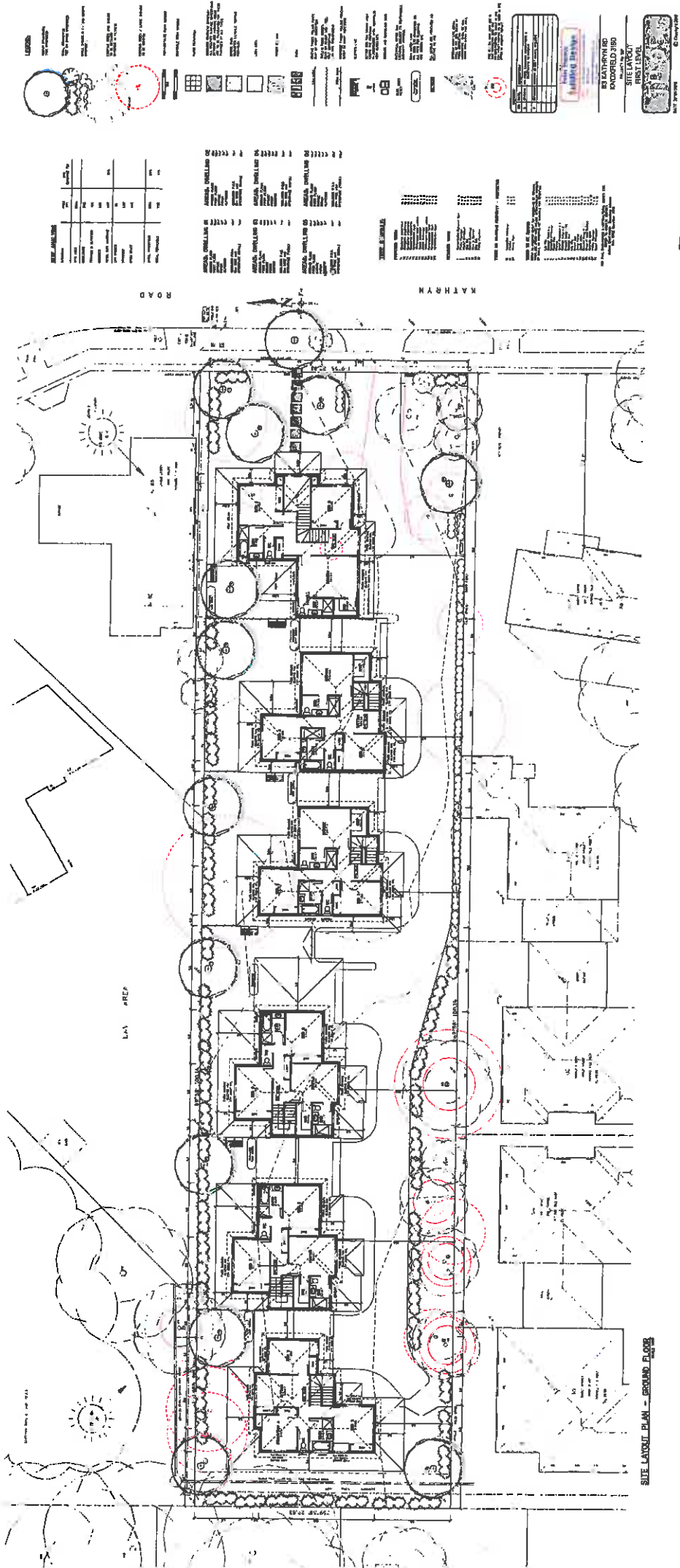
Item	Quantity	Unit Price	Total Cost
Excavation	1000	1000	1000000
Concrete	2000	2000	4000000
Brickwork	5000	5000	25000000
Roofing	1000	1000	1000000
Landscaping	500	500	250000
Paving	1000	1000	1000000
Fencing	1000	1000	1000000
Retention Walls	100	1000	1000000
Stormwater Management	100	1000	1000000
Access Points	10	1000	1000000
Services	10	1000	1000000
Utilities	10	1000	1000000
Other Features	10	1000	1000000

**Knox City Council**  
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PLANNING DEPARTMENT



# 83 KATHRYN ROAD KNOXFIELD APPENDIX B

AMENDED AFTER ADVERTISING



**LEGEND**

- Existing Building Footprint
- Proposed Building Footprint
- Proposed Landscaping
- Proposed Driveway
- Proposed Fencing
- Proposed Pathways
- Proposed Stairs
- Proposed Windows
- Proposed Doors
- Proposed Roofs
- Proposed Walls
- Proposed Foundations
- Proposed Retaining Walls
- Proposed Earth Retention
- Proposed Stormwater Management
- Proposed Fire Protection
- Proposed Security Measures
- Proposed Accessibility Features
- Proposed Energy Efficiency Measures
- Proposed Sustainability Features
- Proposed Other Features

**TABLE 1: LANDSCAPING**

Item	Quantity	Notes
Large Tree	10	Planting in front of building
Medium Tree	20	Planting along driveway
Small Tree	30	Planting in lawn areas
Shrub	50	Planting along boundaries
Lawn Area	1000	Planting in front of building

**TABLE 2: BUILDING DETAILS**

Room	Area (sqm)	Notes
Living Area	150	Open plan living and dining
Kitchen	80	Modern kitchen with island
Bedroom	120	Master bedroom with ensuite
Bathroom	40	Ensuite to master bedroom
Staircase	20	Internal staircase
Corridor	30	Internal corridor
Other	100	Various other rooms

**TABLE 3: SITE DETAILS**

Item	Quantity	Notes
Driveway	1	Proposed driveway
Fencing	100	Proposed perimeter fencing
Pathways	50	Proposed internal pathways
Stairs	1	Proposed external stairs
Windows	20	Proposed windows
Doors	10	Proposed doors
Roofs	1	Proposed roof structure
Walls	1	Proposed wall structure
Foundations	1	Proposed foundation structure
Retaining Walls	1	Proposed retaining walls
Stormwater Management	1	Proposed stormwater management
Fire Protection	1	Proposed fire protection
Security Measures	1	Proposed security measures
Accessibility Features	1	Proposed accessibility features
Energy Efficiency Measures	1	Proposed energy efficiency measures
Sustainability Features	1	Proposed sustainability features
Other Features	1	Proposed other features

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**COLOR & MATERIALS SCHEDULE**

NO.	DESCRIPTION
1	BRICK - RED
2	BRICK - WHITE
3	BRICK - DARK
4	BRICK - LIGHT
5	BRICK - BROWN
6	BRICK - GREY
7	BRICK - TAN
8	BRICK - BLACK
9	BRICK - BLUE
10	BRICK - GREEN
11	BRICK - PURPLE
12	BRICK - PINK
13	BRICK - YELLOW
14	BRICK - ORANGE
15	BRICK - SILVER
16	BRICK - GOLD
17	BRICK - COPPER
18	BRICK - BRASS
19	BRICK - STAINLESS
20	BRICK - ALUMINUM
21	BRICK - TITANIUM
22	BRICK - CARBON
23	BRICK - FIBERGLASS
24	BRICK - POLYESTER
25	BRICK - POLYURETHANE
26	BRICK - POLYPROPYLENE
27	BRICK - POLYETHYLENE
28	BRICK - POLYVINYLCHLORIDE
29	BRICK - POLYSTYRENE
30	BRICK - POLYACRYLONITRILE
31	BRICK - POLYIMIDE
32	BRICK - POLYETHERETHERKETONE
33	BRICK - POLYETHERETHERSULFONE
34	BRICK - POLYETHERETHERIMIDE
35	BRICK - POLYETHERETHERKETONE
36	BRICK - POLYETHERETHERSULFONE
37	BRICK - POLYETHERETHERIMIDE
38	BRICK - POLYETHERETHERKETONE
39	BRICK - POLYETHERETHERSULFONE
40	BRICK - POLYETHERETHERIMIDE

**Building Envelope**

83 KATHRYN ROAD  
KNOXFIELD 380

DATE: 15/11/2016

BY: [Signature]

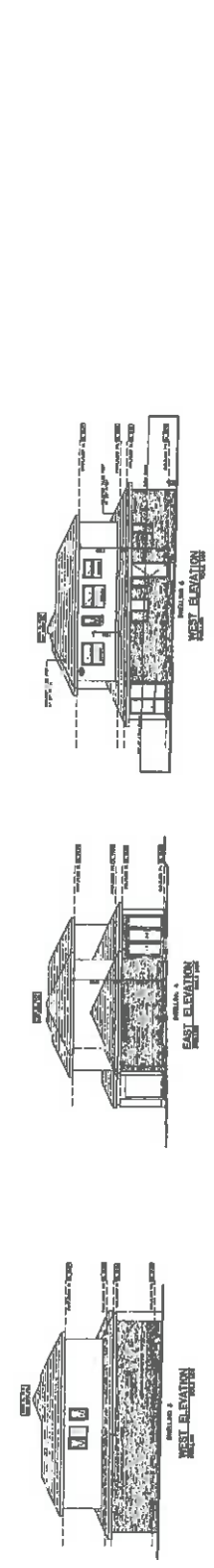
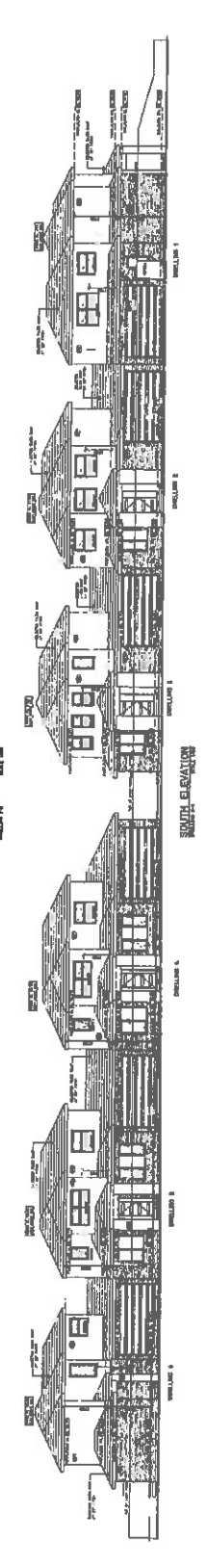
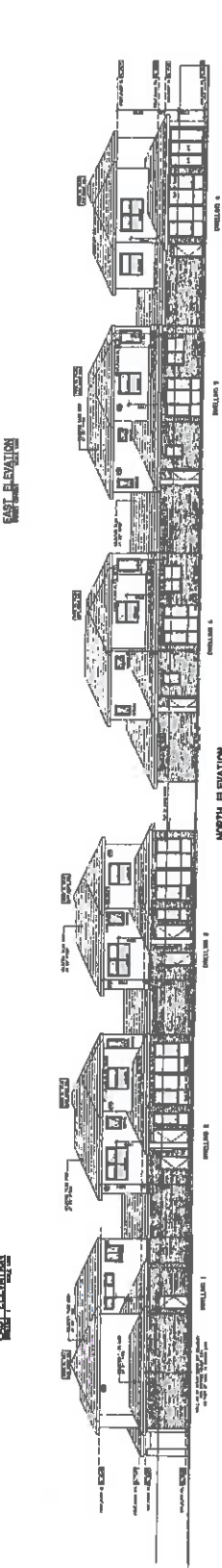
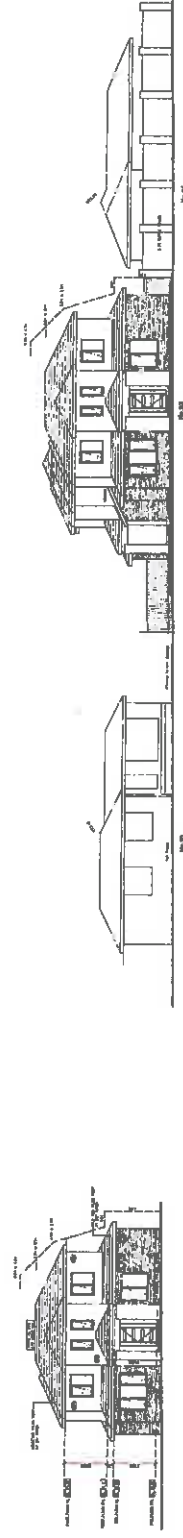
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**ELEVATIONS**

NO. 15

DATE: 15/11/2016

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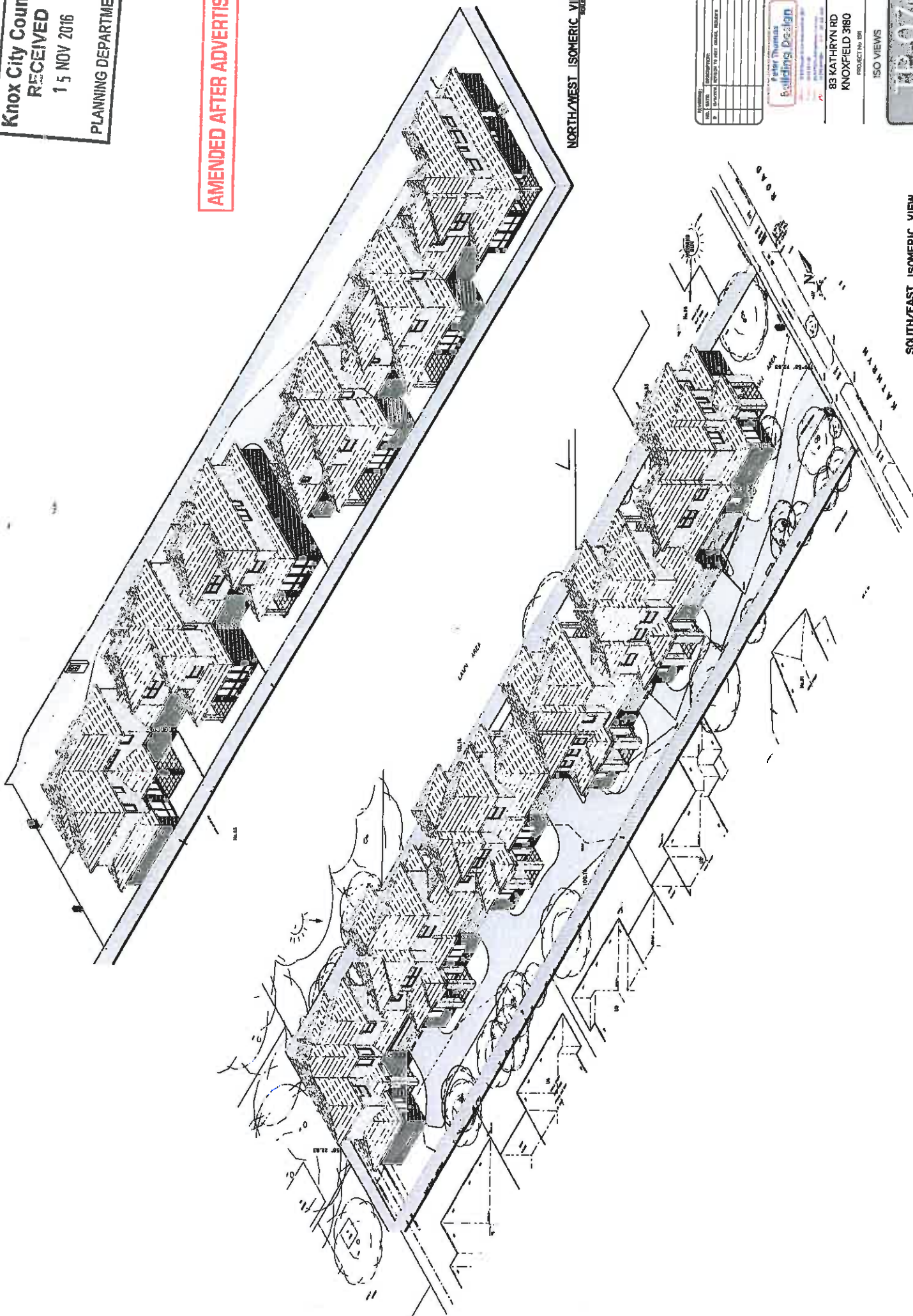




# 83 KATHRYN ROAD KNOXFIELD APPENDIX B

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**NORTH/WEST ISOMERIC VIEW**  
SCALE 1:500

**SOUTH/EAST ISOMERIC VIEW**  
SCALE 1:500

NO.	REVISION	DESCRIPTION

**Peter Thomas Building Design**  
 ARCHITECTS

**83 KATHRYN RD**  
**KNOXFIELD 3180**  
 PROJECT NO. 081

ISO VIEWS



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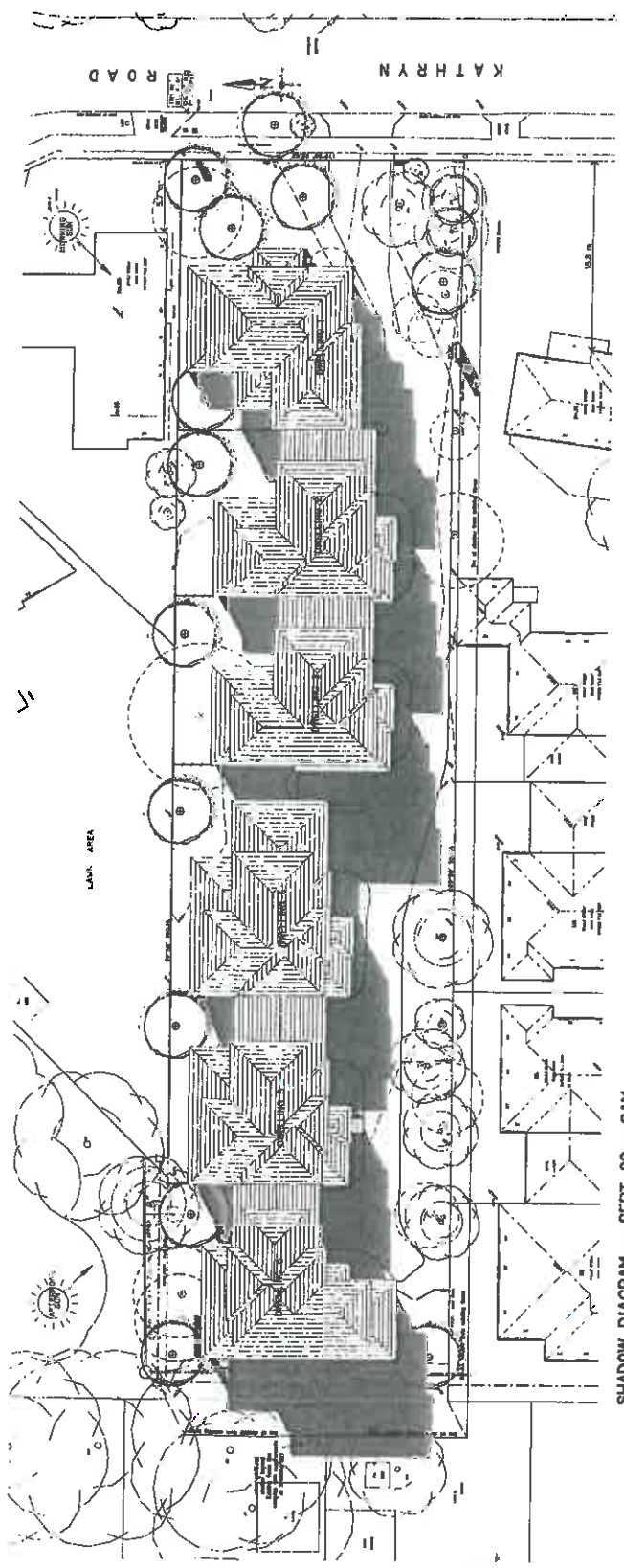
**AMENDED AFTER ADVERTISING**

NO.	DATE	DESCRIPTION
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3		
4		
5		
6		
7		
8		
9		
10		

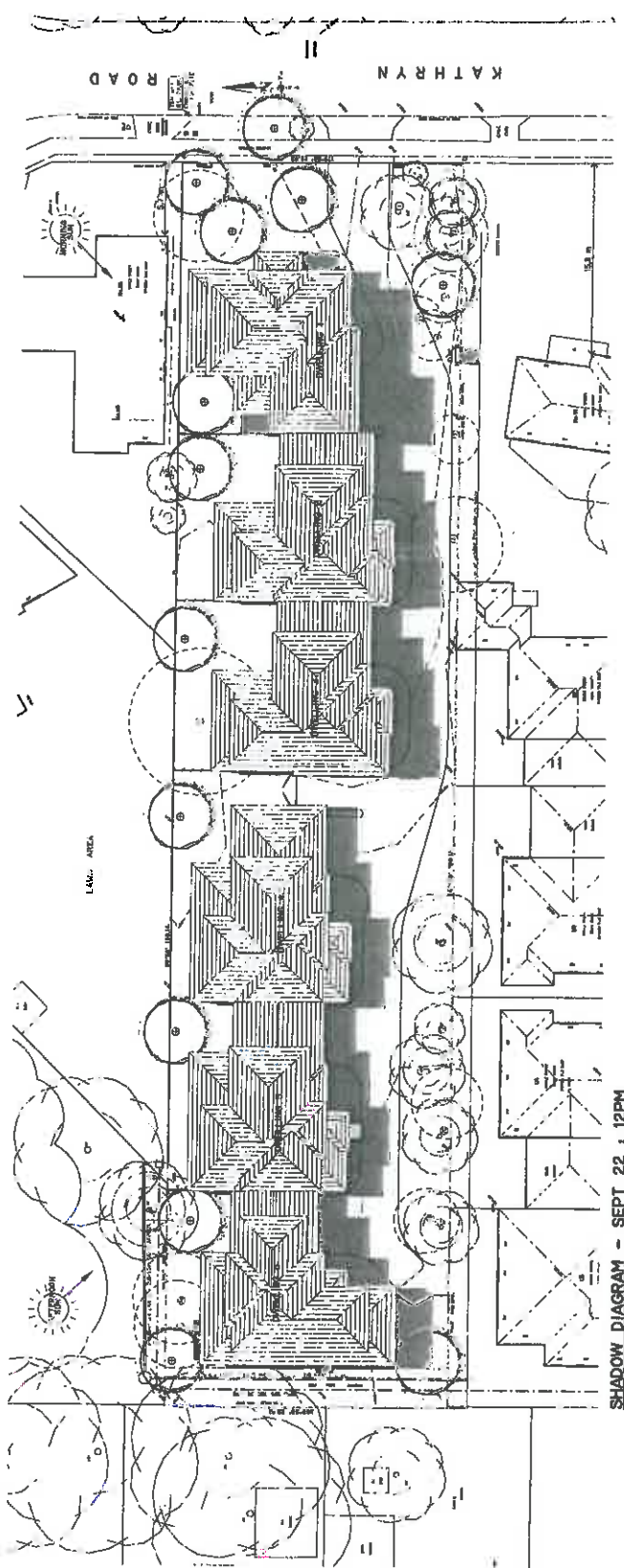
**Feter Thomas**  
**Building Design**  
10/110-112/114-116/118/120/122/124/126/128/130/132/134/136/138/140/142/144/146/148/150/152/154/156/158/160/162/164/166/168/170/172/174/176/178/180/182/184/186/188/190/192/194/196/198/200/202/204/206/208/210/212/214/216/218/220/222/224/226/228/230/232/234/236/238/240/242/244/246/248/250/252/254/256/258/260/262/264/266/268/270/272/274/276/278/280/282/284/286/288/290/292/294/296/298/300/302/304/306/308/310/312/314/316/318/320/322/324/326/328/330/332/334/336/338/340/342/344/346/348/350/352/354/356/358/360/362/364/366/368/370/372/374/376/378/380/382/384/386/388/390/392/394/396/398/400/402/404/406/408/410/412/414/416/418/420/422/424/426/428/430/432/434/436/438/440/442/444/446/448/450/452/454/456/458/460/462/464/466/468/470/472/474/476/478/480/482/484/486/488/490/492/494/496/498/500/502/504/506/508/510/512/514/516/518/520/522/524/526/528/530/532/534/536/538/540/542/544/546/548/550/552/554/556/558/560/562/564/566/568/570/572/574/576/578/580/582/584/586/588/590/592/594/596/598/600/602/604/606/608/610/612/614/616/618/620/622/624/626/628/630/632/634/636/638/640/642/644/646/648/650/652/654/656/658/660/662/664/666/668/670/672/674/676/678/680/682/684/686/688/690/692/694/696/698/700/702/704/706/708/710/712/714/716/718/720/722/724/726/728/730/732/734/736/738/740/742/744/746/748/750/752/754/756/758/760/762/764/766/768/770/772/774/776/778/780/782/784/786/788/790/792/794/796/798/800/802/804/806/808/810/812/814/816/818/820/822/824/826/828/830/832/834/836/838/840/842/844/846/848/850/852/854/856/858/860/862/864/866/868/870/872/874/876/878/880/882/884/886/888/890/892/894/896/898/900/902/904/906/908/910/912/914/916/918/920/922/924/926/928/930/932/934/936/938/940/942/944/946/948/950/952/954/956/958/960/962/964/966/968/970/972/974/976/978/980/982/984/986/988/990/992/994/996/998/1000

83 KATHRYN RD  
KNOXFIELD 3180  
PROJECT NO. 011

SHADOW DIAGRAMS



SHADOW DIAGRAM - SEPT 22 - 9AM  
SCALE 1:500



SHADOW DIAGRAM - SEPT 22 - 12PM  
SCALE 1:500

# 83 KATHRYN ROAD KNOXFIELD APPENDIX B

Knox City Council  
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 15 NOV 2016  
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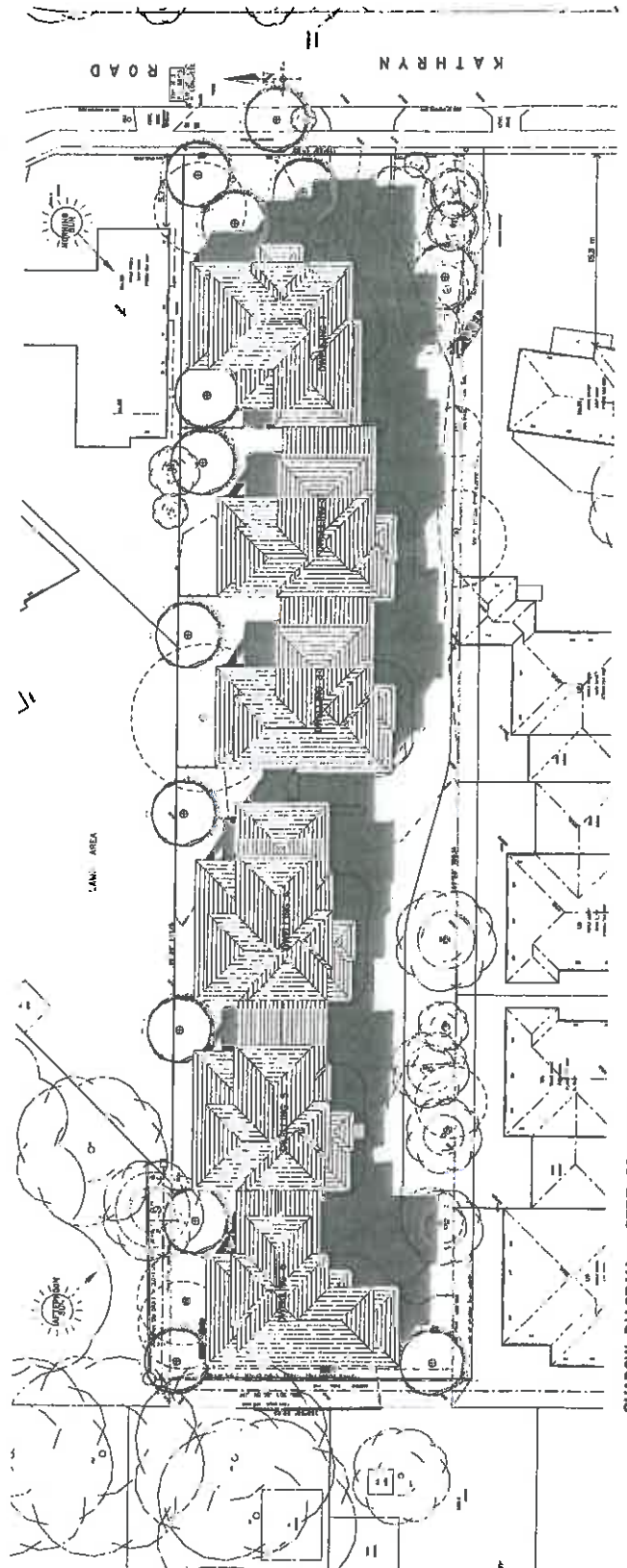
AMENDED AFTER ADVERTISING

NO.	DATE	DESCRIPTION

Peter Thomas  
**Building Design**  
 ARCHITECTS  
 11/15 BIRKENHEAD ROAD  
 KNOXFIELD QLD 4112  
 PHONE: (07) 5526 6200  
 FAX: (07) 5526 6201  
 WWW: PETERTHOMASBUILDINGDESIGN.COM.AU

83 KATHRYN RD  
 KNOXFIELD 3180  
 PROJECT No. 156

SHADOW DIAGRAMS



SHADOW DIAGRAM - SEPT. 22 1.30PM  
 SCALE 1:500

**CHANDLER WARD****6.4 APPLICATION FOR SUBDIVISION OF LAND INTO 6 LOTS, CARRY OUT WORKS (COMMON AREA) AND REMOVAL OF VEGETATION AT 7 BOUGANVILLE STREET, BORONIA (Application No. P/2016/6518)****1. SUMMARY:**

<b>Land:</b>	7 Bouganville Street, Boronia
<b>Applicant:</b>	Planning Sense
<b>Proposed Development:</b>	Subdivision of land into 6 lots, carry out Works (common area) and Removal of Vegetation
<b>Existing Land Use:</b>	Single dwelling and outbuildings
<b>Area/Density:</b>	4,402 m <sup>2</sup> / 1:733.67m <sup>2</sup>
<b>Zoning:</b>	Neighbourhood Residential Zone – Schedule 1
<b>Overlays:</b>	Design And Development Overlay - Schedule 2 Significant Landscape Overlay – Schedule 3 Environmental Significance Overlay – Schedule 3
<b>Local Policy:</b>	Municipal Strategic Statement (MSS) Dandenong Foothills Policy
<b>Application Received:</b>	22 July 2016
<b>Number of Objections:</b>	3
<b>PCC Meeting:</b>	N/A

**Assessment:**

*It is considered that the subdivision can provide an appropriate balance between the need for additional lots within a fully serviced area, the environmental and landscape significance of the area, and the amenity of occupants and adjoining residents.*

*Subject to conditions, the proposal meets the purpose of the Neighbourhood Residential Zone – Schedule 1. The proposal meets the minimum subdivision area required by the Design and Development Overlay – Schedule 2.*

*The proposed development is consistent with Council's Dandenong Foothills Policy and Clause 56 (ResCode).*

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

## 6.4 7 Bouganville Street, Boronia (cont'd)

### **2. BACKGROUND**

#### **2.1 Background**

A previous application (Permit No. P/2015/6627) to '*develop the land for three (3) single storey dwellings and three (3) double storey dwellings to the rear of the existing dwelling (total seven (7)) dwellings, removal of vegetation and buildings and works*' was applied for on 1 September 2015. Permit P/2015/6627 was refused under delegation on 7 March 2016. The decision was appealed at the Victorian Civil and Administrative Tribunal (VCAT), and subsequently approved with conditions, on 16 September 2016.

The current application is separate and unrelated to planning permit P/2015/6627.

#### **2.2 Subject Site and Surrounds**

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

- The subject site is located at the northern end of Bouganville Street, Boronia. The site is an irregular 'L' shape and has a total area of 4433sqm.
- The site is developed with a single storey dwelling of brick construction with pitched roof, setback approximately 7.83m from the southern property boundary. A carport and garage is located to the rear of the dwelling.
- Twenty-six (26) trees exist onsite; fourteen of these are native to Victoria. The balance of trees are Australian native or exotics. These are scattered throughout the site; particularly to the periphery of the site.
- Access to the site is via an existing crossover to Bouganville Street. No easements or restrictions are registered on Title.
- The subject site is located within an established residential area, with a mixture of single and double storey dwellings with varied side setbacks and landscaped frontages. There is evidence of multi-dwelling development in the area.

#### **2.3 The Proposal**

(Refer to attached plans at Appendix B)

The application proposes a six (6) lot subdivision and removal of vegetation. Details are as follows:

#### 6.4 7 Bouganville Street, Boronia (cont'd)

- It is proposed to subdivide the land into 6 lots with common property.
- The existing house is proposed to remain within Lot 1. Lot 1 is located on the east side of the site, has vehicle access to the common property driveway, and is 1368sqm in size.
- Lots 2 – 4 (inclusive) are located along the western boundary of the site, are accessed via the common property driveway, are 490 – 550sqm in size and contain building envelope footprints to a maximum of 40% of the individual lot area.
- Lots 5 and 6 are located along the northern boundary of the site, are accessed via the common property driveway, are 391sqm and 423sqm respectively and contain building envelope footprints to a maximum of 40% of the individual lot area.
- A minimum of 80sqm of total Open Space and 60sqm of Secluded Private Open Space (with a minimum dimension of 5m) has been provided for each lot, around the building envelopes, with the ability to provide for canopy tree planting within these areas.
- Fourteen (14) trees are proposed to be removed to accommodate the development; all of which require a planning permit. This will be discussed further within the Arborist comments.

### **3. CONSULTATION**

#### **3.1 Advertising**

The application was advertised by way of one sign on the site and notices were sent to adjoining property owners and occupiers. Council received three (3) objections to the application that can be summarised as follows:

##### Parking / Traffic

- *A visitor parking space has been provided along the common property driveway.*
- *The proposed subdivision allows for a double width crossover to each building envelope. The building envelope for each lot has the capacity to cater for a double garage. The minimum car parking requirements for the dwelling will be assessed by the relevant building surveyor.*

#### 6.4 7 Bouganville Street, Boronia (cont'd)

- *The application has also been referred to Council's Traffic Engineers for consideration; they have not raised concern with traffic generated from the proposed subdivision.*

##### Waste Collection / Bins

- *The application has been referred to Council's Waste Management team who have advised a Waste Management Plan is required to be submitted should a permit be issued.*
- *It is noted however; that individual bins placed on the kerbside nature strip in Bouganville Street will not be permitted by Council. A more suitable alternative would be for a drive-in, Council-provided collection service however; this will require suitable access and turning point for a 9.6m long waste collection vehicle. This will be a condition on any permit issued.*

##### Built Form / Overdevelopment / Overlooking

- *Lot 1 contains an existing single storey dwelling.*
- *The proposed vacant lots each contain building envelopes. The setbacks to adjoining properties are considered reasonable, and all lots exceed the minimum open space requirements. It is anticipated that a single or two storey dwelling would be constructed on each lot. This is the typical built for residential areas. Lots 2-6 will require a planning permit for a single dwelling and the relevant building surveyor will be responsible for assessing overlooking in accordance with Part 4 of the Building Regulations*

##### Tree removal

- *Fourteen (14) trees require a permit to be removed, and are proposed to be removed as part of the subdivision. The trees proposed to be removed have been assessed and determined to be of poor structure and / or potentially hazardous. A condition of any permit issued will require replacement planting.*

### 3.2 Referrals

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

#### Arborist

- *The proposed trees to be removed will be triggered by the Environmental Significance Overlay – Schedule 3 (ESO3) and / or the Significant Landscape Overlay – Schedule 3 (SLO3).*

#### 6.4 7 Bouganville Street, Boronia (cont'd)

- *The subdivision will require the Offset of 14 indigenous trees under the Environmental Significance Overlay – Schedule 3 (ESO3). The indigenous trees that will be affected by the subdivision are as follows; 10 x Eucalyptus Goniocalyx (Long Leaf Box), 2 x Eucalyptus Melliodora (Yellow Box), 1 x Eucalyptus Dives (Broad Leaved Peppermint) and 1 x Eucalyptus Ovate (Swamp Gum).*
- *Neighbouring trees will not be affected.*

##### Landscape Officer

- *There may be opportunity for a raingarden located in the driveway garden bed. This will capture and treat the runoff the hard surface pavement. This will be a condition on any permit issued.*
- *New indigenous trees must be planted within the common property area. This will be a condition on any permit issued.*

##### Traffic Engineer

- *Standard conditions to be included on any permit issued.*
- *It has been noted that a 5x7m passing area has been provided. The passing area is not directly at the entrance to the site however due to the nature of the street and surrounding crossovers, the offset of the passing area from the entrance of the site creates a bottleneck effect which may help slow vehicles down before exiting the property.*
- *The grades for the driveway have not been shown. The driveway must have a maximum grade of 1:10 for the first 5m.*
- *The Knox Planning Scheme Clause 52.06-8 requires parallel car spaces to be 2.3m wide by 6.7m long while providing an access width of 3.6m. The visitor car space must meet these minimum dimensions.*

##### Drainage Engineer

- *Standard conditions to be included on any permit issued.*
- *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.*



#### 6.4 7 Bouganville Street, Boronia (cont'd)

- *The applicant is required to upgrade the outfall drain from a 150mm diameter pipe to a 225mm diameter pipe from the property outlet to the stormwater pit on Hilda Avenue in order to allow for the permissible site discharge. The outfall drain is to be constructed to Council standards and satisfaction. The applicant is to submit detailed design plans of the outfall drain to Council for approval.*

##### Assets

- *Crossover has been reduced to 3m, would expect crossover to be same width as driveway approximately 5m in width.*

*Response: Councils Traffic Engineers support the 3m wide crossover.*

##### Waste

- *The application has been referred to Council's Waste Management team who have advised a Waste Management Plan is required to be submitted should a permit be issued.*
- *It is noted however; that individual bins placed on the kerbside nature strip in Bouganville Street will not be permitted by Council. A more suitable alternative would be for a drive-in, Council-provided collection service however; this will require suitable access and turning point for a 9.6m long waste collection vehicle.*

##### External Referrals

The application was referred to the Servicing Authorities, namely; Melbourne Water, South East Water, Ausnet Electricity and Multinet Gas.

- *No objections from the Determining Authorities (Melbourne Water, South East Water, Ausnet Electricity, Multinet Gas) were received and standard conditions were supplied.*

#### **4. DISCUSSION**

This section considers the proposed development in light of the provisions of the Knox Planning Scheme including State and Local Planning Policies, any other relevant policies and objectives.

## 6.4 7 Bouganville Street, Boronia (cont'd)

### 4.1 Zoning and Overlays

#### 4.1.1 Zone

##### Neighbourhood Residential Zone – Schedule 1

The subject site is located within the Neighbourhood Residential 1 Zone. A permit is required to subdivide land pursuant to Clause 32.09-2 of the Neighbourhood Residential 1 Zone.

- *The proposal is considered to be consistent with the purpose of the Neighbourhood Residential 1 Zone as it provides for residential land that can contain detached dwellings that respect the neighbourhood, environmental and landscape character of the area.*

A mandatory requirement of this Zone is the number of dwellings on a lot must not exceed the number specified in a schedule to this zone; If no number is specified, the number of dwellings on a lot must not exceed two; this cannot be varied with a permit.

- *Clause 32.09-3 does not apply to an application to subdivide land, as no dwellings are proposed.*

Schedule 1 to the Neighbourhood Residential Zone varies the ResCode requirements for Standard B28 (Private Open Space) which required the provision of Private open space consisting of an area of 80 square metres or 20 per cent of the area of the lot, whichever is the lesser, but not less than 60 square metres. At least one part of the private open space should consist of secluded private open space with a minimum area of 40 square metres and a minimum dimension of 5 metres at the side rear of the dwelling with convenient access from a living room.

- *Each new vacant lot contains a building envelope that allows a minimum of 80sqm of open space, with 60sqm secluded private open space with a minimum dimension of 5 metres in its surrounds.*
- *The existing dwelling on Lot 1 also complies.*

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

- *No front fencing is proposed.*

## 6.4 7 Bouganville Street, Boronia (cont'd)

Dwellings or residential buildings must not exceed a height of 8 metres.

- *The construction of dwellings are not proposed as part of this application.*

### 4.1.2 Overlays

#### Design and Development Overlay – Schedule 2

Pursuant to Clause 43.02-3 a permit is required to subdivide land. Pursuant to Clause 43.02-2 a permit is required to construct a building or carry out works. The purpose of the Overlay is to ensure that residential development reflects the existing subdivision character of the area and to ensure that lots are large enough to accommodate development whilst retaining natural or established vegetation cover, providing substantial areas for planting and re-vegetation to occur, and minimising site coverage and impervious surface cover to protect environmental values and minimise the visual dominance of development.

Design and Development Overlay 2 relates to the Dandenong Foothills: lower slope and valley area. Subdivision in a Neighbourhood Residential Zone must not be subdivided into lots less than 500sqm.

A permit cannot be granted to subdivide land which is not in accordance with this requirement unless:

- The subdivision includes common property, and the total reduction in the size of lots in the subdivision does not exceed the area of the common property.
  - *Lots 1, 3 and 4 are greater than 500sqm.*
  - *The subdivision includes a common property area of 696.39sqm. The reduction in area from Lots 2, 5 and 6 is 200sqm.*
  - *Therefore the proposed subdivision complies with the lot size requirement.*

The following requirements apply to development:

- The site area covered by buildings must not exceed 40%.
- The site area covered by buildings and impervious surfaces must not exceed 60%.

#### 6.4 7 Bouganville Street, Boronia (cont'd)

- *The proposed lots each contain separate building envelopes that are less than or equal to 40% of the site area. Total hard surface (60%) will be assessed as part of a planning permit application for a single dwelling each lot.*

#### Environmental Significance Overlay – Schedule 3

The site is located within the Environmental Significance Overlay Schedule 3 (ESO3) relating to the Dandenong Ranges Buffer and seeks to protect indigenous vegetation and its functions by minimising further fragmentation, avoiding the accumulation of incremental losses through small scale approvals to clear, and preventing interruptions to connectivity between areas of indigenous vegetation. A planning permit is required to subdivide land, construct a building and / or works and remove vegetation located at least 10 metres from all of the following:

- A watercourse (whether perennial, seasonal or intermittent).
- A water body.
- Any indigenous vegetation (other than grass) that would require a permit for its removal, destruction or lopping.

In addition to this, a permit is required to remove vegetation indigenous to Knox.

- *The proposed subdivision is located within 10m of indigenous vegetation that would require a planning permit for its removal, destruction or lopping and therefore a planning permit is required for the proposed subdivision and to carry out works pursuant to Clause 42.01-2 of the Knox Planning Scheme.*
- *In addition to this, the applicant proposes to remove fourteen (14) trees to accommodate the proposed subdivision, which require approval under the ESO3.*

#### Decision Guidelines

- The type, extent, quality and conservation significance of any indigenous vegetation.
- Whether the proposal adopts appropriate siting, design and management measures to avoid, or at least minimise, any adverse impacts on indigenous vegetation, habitat values, hydrology and land stability.

#### 6.4 7 Bouganville Street, Boronia (cont'd)

- The results of any survey/assessment of the biological values (flora or fauna), taking into consideration when the survey/assessment was undertaken, seasonal conditions and whether it was undertaken by a suitably qualified person.
- The conservation requirements of any threatened species, ecological community or EVCs on the site. Whether the loss of indigenous vegetation will be offset and whether such an offset can be provided within Knox. In addition, whether any long term protection measures will be provided for the offsets.
- Whether development has been designed to avoid locating buildings or services within the Tree Protection Zone of retained large trees generally in accordance with Australian Standard® AS4970 – 2009, 'Protection of trees on development sites'.
- *It is considered that the proposal in its current form can meet the environmental objectives and decision guidelines of this overlay.*
- *Large areas of vegetation remain and new plantings and a Net Gain offset will minimise the impact of the loss of the native vegetation.*

For subdivision applications, the need to specifically address or vary:

- Lot sizes.
- Lot boundary alignment and layout.
- Road network and driveway access.
- Open space.
- Building envelope or building exclusion areas.
- Drainage or effluent disposal sites.  
To better protect the significant biological values of the site.
- *It is considered that the subdivision layout in its current form meet the decision guidelines of this overlay.*
- *The subdivision adopts appropriate land sizes, building envelope siting and design measures to avoid / minimise the impacts on indigenous vegetation.*
- *The common area contains a vehicle access driveway located in a position to minimise vegetation losses and provide a suitable areas for further plantings along the driveway edge.*

#### 6.4 7 Bouganville Street, Boronia (cont'd)

##### Significant Landscape Overlay - Schedule 3

The site is located within the Significant Landscape Overlay Schedule 3 (SLO3) relating to the Dandenong Foothills: Lower Slope and Valley Area which seeks to ensure that development is sited and designed to maintain the landscape character of the area, protecting view lines and retaining and planting vegetation to ensure a vegetated character is maintained and enhanced.

- *The proposal to subdivide the land into six (6) Lots does not trigger a planning permit pursuant to Clause 42.03-2.*
- *In addition to this, the applicant proposes to construct and carry out works for the common property driveway and remove fourteen (14) trees which require approval under the SLO3.*
- *It is considered that the proposal in its current form can satisfy the objectives of the overlay as the subdivision layout has design measures to avoid / minimise the impacts on remaining indigenous vegetation.*

##### Decision Guidelines

- The State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
- The statement of the nature and key elements of the landscape and the landscape character objective contained in a schedule to this overlay.
- The conservation and enhancement of the landscape values of the area.
- The extent to which the buildings and works are designed to enhance or promote the landscape character objectives of the area.
- *It is considered that the proposal in its current form can satisfy the decision guidelines of the overlay as the subdivision and works have measures to limit impact on remaining indigenous vegetation.*
- *New vegetation on the common area located through the middle of the site will enhance the landscape character of the area.*

## 6.4 7 Bouganville Street, Boronia (cont'd)

### 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 11.02-1 Supply of Urban Land - ensure a sufficient supply of land for residential, commercial, retail, industrial, recreational, institutional and other community uses.

- *The proposal creates serviced allotments on which a dwelling can be constructed subject to a planning permit.*

Clause 15.01 Urban Environment - create urban environments that are safe, functional and provide good quality environments with a sense of place and cultural identity.

- *The subdivision will create allotments with a shared common property access, fitting with the character and identity of adjoining allotments.*

Clause 16 Housing – locate new housing in or close to activity centres and employment corridors and at other strategic redevelopment sites that offer good access to services and transport.

- *The subdivision provides for larger allotments in an established residential area, with all services and utilities available for connection.*

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

- *The site is located walking distance from bus stops on Mountain Highway and Dorset Road.*
- *Service 737 runs from Croydon Station to Monash University via Boronia, Knox City SC and Glen Waverley. This service operates between 6.01am and 10.04pm Monday to Friday), between 6.30am and 10.21pm on Saturdays and between 8.41 am and 10.02pm on Sundays at various intervals.*

#### 6.4 7 Bouganville Street, Boronia (cont'd)

- *Service 755 runs from Bayswater Station to Knox City SC via the Basin, Boronia and Ferntree Gully. This service operates between 5.53 am and 9.27pm Monday to Friday), between 7.47am and 9.18pm on Saturdays and between 8.55am and 9.20pm on Sundays at various intervals.*

#### 4.2.2 Local Planning Policy Framework

Clause 21.01 Municipal Strategic Statement (MSS) –Encourages planning and development to occur 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 proposed lots are designed to enable dwellings to take advantage of solar access and suitably sized to include water tanks for recycled use.*

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 responds to the existing patterns and urban form of the surrounding area. The lot sizes will meet the minimum lots size in the Design and Development Overlay – Schedule 2.*

Clause 21.05 – Housing – The Housing theme implements the *Knox Housing Strategy 2013*. In managing the City of 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.



#### 6.4 7 Bouganville Street, Boronia (cont'd)

The strong landscape character is the unifying element of the neighbourhood character of Knox.

The subject site is located within a “Bush Suburban – Dandenong Foothills” area. These areas have distinctive and significant biological values. Limited and low scale residential development is anticipated in these areas in order to protect the environmental and biological qualities that make these areas distinct.

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.

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 and to encourage developments of three or more dwellings in Activity Areas and Local Living areas to include a mix of dwelling sizes (including 1 and 2 bedroom dwellings), to respond to a shortfall in the number of smaller sized dwellings within the municipality.

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.

Objective 4 is to protect and enhance the landscape and environmental values of the nature areas of significance within the municipality. Strategies include recognising the environmental and landscape significance of the Dandenong Foothills and directing significant growth in housing stock to locations outside of the Bush Suburban areas.

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.

#### 6.4 7 Bouganville Street, Boronia (cont'd)

- *The location of the site is identified in the Housing Framework Map to be in within a “Bush Suburban” where low-scale residential development that contributes to the green and leafy character of the area is encouraged.*
- *The subject site is located within the Dandenong Foothills and as such it is noted that development should promote and maintain continuous closed tree canopy by allowing for the retention of existing canopy vegetation and growth of new canopy vegetation. The proposal is considered consistent with the preferred design outcome and landscape character of the area and therefore is in accordance with the MSS.*
- *Landscaping can be accommodated within common and private open space areas. Given the scale of the built form proposed, there is sufficient screening of the proposed building envelopes when viewed from the street or adjoining land which will contribute to the green and leafy character of the area.*
- *The proposed subdivision is considered consistent with the preferred character / housing types within the Bush Suburban area, which encourages detached dwellings and dual occupancies and encourages all other types of development.*

#### Clause 22.01 - Dandenong Foothills Policy

The site is also subject to the Dandenong Foothills Local Planning Policy outlined at Clause 22.01 of the Knox Planning Scheme. Objectives of this Policy aim to maintain the low density residential character of the landscape areas by ensuring that preferred subdivision patterns and lot sizes are retained. Area 2 (Dandenong Foothills: Lower Slope and Valley Area) states:

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

### **7 Bouganville Street, Boronia (cont'd)**

- 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.
- Indigenous trees and understorey vegetation be retained and protected.
- A minimum of 80% of all new vegetation (both canopy trees and understorey) be indigenous.
- Building height does not exceed 7.5 metres (with the exception of land within The Basin Neighbourhood Activity Centre and Alchester Village Neighbourhood Activity Centre).
- *The subdivision creates 6 lots with common property that contain building envelopes ensuring dwelling separation and reasonable setbacks between and around any proposed dwelling.*
- *Any new dwelling proposed will be subject to a planning permit which will assess total site coverage and building heights and will be subject to the requirements in the DDO, SLO and Dandenong Foothills Policy.*
- *Although fourteen (14) trees are to be removed, it is considered that these trees are in poor condition, and the subdivision will retain trees that will contribute long term to the landscape character of the area. A condition on any permit issued will require at least 80% of new plantings to be indigenous.*

#### **4.3 Clause 56 – Residential Subdivision (ResCode)**

The proposal generally complies with the provisions of Clause 56 of the Knox Planning Scheme, an assessment of the key criteria, including any areas of non compliance are considered.

#### 6.4 7 Bouganville Street, Boronia (cont'd)

##### Compact and Walkable Neighbourhoods 56.03-1

To create neighbourhoods orientated around easy walking distance to activity centres, schools, community facilities, public open space and transport. – *Complies. Access to shops, community facilities and parks are accessible within relatively short distances.*

##### Built Environment 56.03-4

To create an urban place with identity and character – *Complies.*

##### Neighbourhood Character 56.03-5

To design subdivisions that respond to neighbourhood character – *Complies, refer to Section 4.2.2.*

##### Lot Diversity and Distribution Objective 56.04-1

To achieve housing densities that support compact and walkable neighbourhoods and the efficient provision of public transport services and to provide a range of lot sizes to suit a variety of dwelling and household types – *Complies. The application responds by creating lots from 391sqm to 1368sqm, which complement the lot sizes in the surrounding area. The application provides opportunity to achieve diverse housing needs for the community.*

##### Lot Area and Building Envelopes Objective 56.03-4

To provide lots with dimensions that enable a dwelling, solar access, private open space, vehicle access and parking, water management, protection of vegetation, easements and site features – *Complies. Building envelopes are proposed on Lots 2-6. The building envelopes comply with the maximum site coverage requirements contained in the DDO2.*

##### Lot is capable of containing a building area measuring 10 metres x 15 metres

Lots must demonstrate the ability to contain a building envelope measuring 10m x 15m and adequate open space – *Complies. This is exceeded for all lots.*

##### Solar Orientation of Lots Objective 56.04-3

To provide good solar orientation of lots and solar access for future dwellings – *Complies.*

#### 6.4 7 Bouganville Street, Boronia (cont'd)

##### Street Orientation Objective 56.04-4

To provide a lot layout that contributes to community social interaction, personal safety and property security – *Complies*.

##### Integrated Urban Landscape Objective 56.05-1

To provide landscaping in streets, design of open space and protect existing vegetation to contribute to the character and identity of the new neighbourhood and provide for integrated water management systems – *Can comply subject to condition. Conditions on any permit issued should require a landscape/streetscape plan and planting along the common property area that will enhance the appearance of the site and surrounding area.*

##### Public Open Space Provision Objective 56.05-2

To provide a network of quality, well distributed open space where it will link to other open space, linear parks and trails and cater for the needs of the community – *Complies subject to a cash-in-lieu contribution in accordance with Clause 52.01 of the Knox Planning Scheme.*

##### Access and Mobility Objective 56.06-1 and 56.06-2

To provide for walking, cycling, public transport and other motor vehicles in an integrated manner whilst contributing to reduced car dependence, improved energy efficiency, improved transport efficiency – *Complies*.

##### Neighbourhood Street network detail 56.06-4

To design and construct street carriageways and verges so that the street geometry and traffic speeds provide an accessible and safe neighbourhood street system for all users – *Complies. Existing street interface to remain.*

##### Urban Runoff Management Objective 56.07

To minimise increases in storm water run-off and protect the environmental values and physical characteristics of receiving waters from degradation by urban run-off – *Can comply, a condition requiring a rainwater garden within the common property is to be a condition on any permit issued.*

## 6.4 7 Bouganville Street, Boronia (cont'd)

### Site Management 56.08

To protect drainage infrastructure and receiving waters from sedimentation and contamination and protect the site and surrounding area from environmental degradation or nuisance prior to and during construction of subdivision works – *Complies, standard conditions to be included on any permit issued.*

### Utilities 56.09

To maximize shared trenching and provide public utilities (including fire hydrants and public lighting) in a timely, efficient and cost effective manner whilst minimising constraints on landscaping in street reserves. – *Complies, all services are expected to run through the common property area.*

## 4.4 Particular Provisions

### Clause 52.01 - Public Open Space

It is considered that the proposal generates a need for further Public Open Space having regard to the provisions of Section 18 of the Subdivision Act (1988) and Clause 52.01 of the Knox Planning Scheme.

- *It is considered that the proposal generates a need for further Public Open Space having regard to the provisions of Section 18 of the Subdivision Act (1988) and Clause 52.01 of the Knox Planning Scheme. A Public Open Space contribution is applicable in this instance at 8.5% as 6 of the 7 lots proposed are under 725sqm.*

### Clause 66.01 Telecommunications

Each lot shown on the endorsed plan shall be provided with the National Broadband Network telecommunications fibre ready facilities in accordance with the industry specifications and standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.

- *Conditions to be included on any permit issued.*

## 6.4 7 Bouganville Street, Boronia (cont'd)

### 4.5 General Decision Guidelines

Clause 65 of the Knox Planning Scheme and Section 60 of the P&E 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. The subdivision of the land meets the policy objectives for the zone and benefits the community. In this context, the development is appropriate given the following:

- *The proposed subdivision provides areas for canopy tree planting and private open space in accordance with the Neighbourhood Residential Zone – Schedule 1, the Design And Development Overlay - Schedule 2, the Significant Landscape Overlay – Schedule 3 and the Environmental Significance Overlay – Schedule 3. It also achieves the objectives and strategies in Council’s Municipal Strategic Statement and Dandenong Foothills Policy.*
- *The proposal is consistent with the objectives and standards of Clause 56 (ResCode).*
- *All lots will have independent vehicle access and identity with via the common property area. The internal road will provide for landscaping, lighting and fire hydrants, subject to conditions on any permit issued.*

## 6. CONFIDENTIALITY

There are no confidentiality issues associated with this report.

**6.4 7 Bouganville Street, Boronia (cont'd)****RECOMMENDATION**

That Council issue a Notice of Decision to Grant a Planning Permit to subdivide the land into six (6) lots, carry out works (construction of the common area) and removal of Vegetation at 7 Bouganville Street Boronia, generally in accordance with the endorsed plans and subject to the following conditions:

**Amended plans**

1. This permit shall have no force or effect until amended plans have been 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 Subdivision Layout Plan must be generally in accordance with the plans submitted with the application, but modified to show:
  - 1.1 The common property area to include;
    - 1.1.1 Retaining wall details
    - 1.1.2 Driveway and crossover grades (*the driveway must have a maximum grade of 1:10 for the first 5m.*)
    - 1.1.3 Details of landscaping beds including plant/tree sizes to be planted within the common property.
    - 1.1.4 The turnaround detail (1:100 scale) within the common property including dimensions, location, number and size of waste/recycling bins to enable waste collection. (*This may be waived if private collection is organised*).
    - 1.1.5 The visitor car space to meet the required dimensions in accordance with the Knox Planning Scheme, Clause 52.06, and must be redesigned or relocated to meet the required dimensions. Visitor parking must be centrally located, adequately linemarked, signed or paved and maintained to the satisfaction of the responsible authority.
    - 1.1.6 A raingarden located in the driveway garden bed to the north of Lots 3 and 4. This will capture and treat the runoff the hard surface pavement.



**6.4 7 Bouganville Street, Boronia (cont'd)****Recommendation (cont'd)**

- 1.2 All lots to show bearings and distances for the title boundaries.**
- 1.3 An layout changes as required by the approval of the following plans.**
- 1.4 Landscape / Streetscape plans in accordance with Condition 2 of this Permit.**
- 1.5 Drainage plans in accordance with Condition 41 of this Permit.**
- 1.6 A Waste Management Plan in accordance with Condition 38 of this Permit.**
- 1.7 A Construction Management Plan in accordance with Condition 35 of this Permit.**
- 1.8 A Tree Management Plan in accordance with Conditions 3 of this Permit.**

**To the satisfaction of the Responsible Authority.**

**Streetscape/Landscape Plan**

- 2. Three (3) copies of a streetscape/landscape plan prepared by a suitably qualified landscape designer or architect shall be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. This plan shall show a Streetscape and Landscape design detailing the following:**
  - 2.1 Position of any lighting within the common property.**
  - 2.2 Location of fire hydrants.**
  - 2.3 Trees (including botanical names, height and width) on neighbouring properties within three metres of the boundary.**
  - 2.4 Details of the surface finishes of pathways and driveways.**
  - 2.5 Details and location of all existing and proposed services including above and below ground lines, cables and pipes.**

**6.4 7 Bouganville Street, Boronia (cont'd)****Recommendation (cont'd)**

- 2.6 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. 80% of all new trees planted must be indigenous.**
- 2.7 Landscaping and planting within all open areas of the site (including additional planting within open space areas of the existing dwelling/s).**
- 2.8 Environmental weeds to be removed from the site.**
- 2.9 A raingarden located in the driveway garden bed within the common property. This will capture and treat the runoff the hard surface pavement.**

**To the satisfaction of the Responsible Authority.**

**Tree Management Plan**

- 3. Before the development commences, a tree management plan, incorporating the recommendation for tree protection measures contained in the Arborist Report, must be submitted to and approved by the Responsible Authority, demonstrating how all new plantings and vegetation to be retained on site and on adjoining properties will be protected and maintained during the pre-development, construction, and post construction phases.**

**Tree protection must be undertaken in accordance with the approved plan/documentation, and must be undertaken under the supervision of a qualified Arborist, to the satisfaction of the Responsible Authority.**

**Tree Protection**

- 4. All works, including excavation, within the tree protection 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. 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.**

**6.4 7 Bouganville Street, Boronia (cont'd)****Recommendation (cont'd)**

- 5. 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.**
- 6. 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.**
- 7. The fence and signage is to be maintained throughout the construction period and removed at the completion of all works.**
- 8. No temporary removal of the fence, or encroachment into the protection zone is permitted without the written consent of the responsible authority.**
- 9. Prior to erecting the fence around the tree protection zone, all unwanted vegetation and weed species must be removed from within the zone, and the ground within the protection zone must be covered with a layer of well composted organic mulch (maximum 100mm depth). The area is to be watered at least fortnightly throughout the construction period.**
- 10. The following activities are prohibited from the tree protection area, without the written consent of the responsible authority:**
  - 10.1 Construction activities.**
  - 10.2 Dumping and/or storage of materials, goods and/or soil.**
  - 10.3 Trenching or excavation.**
  - 10.4 Lopping branches, nailing or affixing signs, service lines, lights etc to the trees.**

**6.4 7 Bouganville Street, Boronia (cont'd)****Recommendation (cont'd)**

- 11. Prior to any works commencing on site, the Responsible Authority must be contacted to inspect the Tree Protection fencing.**

**Net Gain Offset**

- 12. The removal of vegetation authorised by this permit requires that a Net Gain Offset be provided in accordance with the principles of Knox City Council's Net Gain Policy to compensate for the removal of the vegetation. The Net Gain Offset can be provided by either:**

- 12.1 A financial contribution paid to the Knox City Council Net Gain Reserve. Knox City Council will then be responsible for the planting and maintenance of the offset planting as required by the principles of Net Gain in Knox City Council's Net Gain Policy.**

**Should the applicant request Knox City Council to implement the Offset Plan, the total cost of implementation as calculated by Knox City Council must be paid to the Knox City Council Net Gain Reserve prior to the commencement of vegetation removal.**

**The cost to the developer for Knox City Council to Offset these trees on Council land will be \$24,738.00; OR**

- 12.2 Net Gain Offset Plan submitted to and approved by the Responsible Authority. Three copies of the plan must be provided. When approved, the plan will be endorsed and will then form part of this permit. The plan must include details of the:**

**12.2.1 Vegetation to be removed.**

**12.2.2 Net Gain targets.**

**12.2.3 Offset(s) to compensate for the vegetation removal.**

**12.2.4 Details of the implementation (including timing) and monitoring of the Offset Plan.**

**12.2.5 Details of how the offset areas are protected and maintained in perpetuity.**

**To the satisfaction of the Responsible Authority.**

**6.4 7 Bouganville Street, Boronia (cont'd)****Recommendation (cont'd)**

**The Net Gain Offset Plan required by this option must be submitted to and approved by the Responsible Authority prior to the commencement of vegetation removal.**

**General Conditions**

- 13. The subdivision boundaries as shown on the endorsed plans must not be altered or modified (whether or not in order to comply with any statute, statutory rule or for any other reason) without the consent of the Knox City Council, the Responsible Authority.**
- 14. All existing and proposed easements required for utility services on the land must be set aside in the plan submitted for certification in favour of the relevant authority for which the easement is to be created.**
- 15. The owner/developer of the land must enter into agreements with the relevant authorities for the provision of water supply, drainage, sewerage facilities, electricity, gas and telecommunication services to each lot shown on the plans of subdivision in accordance with that authority's requirements and relevant legislation at the time.**
- 16. In accordance with Clause 66.01 of the Knox Planning Scheme, the owner of the land must enter into an agreement with:**
  - 16.1 A telecommunications network or service provider for the provision of telecommunication services to each lot shown on the endorsed plan in accordance with the provider's requirements and relevant legislation at the time; and**
  - 16.2 A suitably qualified person for the provision of fibre ready telecommunication facilities to each lot shown on the endorsed plan in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.**

**6.4 7 Bouganville Street, Boronia (cont'd)****Recommendation (cont'd)**

**Before the issue of a Statement of Compliance for any stage of the subdivision under the Subdivision Act 1988, the owner of the land must provide written confirmation from:**

- 16.3 A telecommunications network or service provider that all lots are connected to or are ready for connection to telecommunications services in accordance with the provider's requirements and relevant legislation at the time; and**
- 16.4 A suitably qualified person that fibre ready telecommunication facilities have been provided in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.**

**Referral of plan**

- 17. The plan of subdivision submitted for certification under the Subdivision Act 1988 must be referred to the relevant authority in accordance with Section 8 of the Act.**
- 18. No work shall be commenced on any assets requiring Council's approval or supervision until Council's written agreement is obtained.**
- 19. All works shall be carried out in a manner that causes minimal environmental impacts however should any situation cause undue detriment to the amenity of the area then immediate remedial measures must be undertaken promptly to address the issue as directed by and to the satisfaction of the Responsible Authority.**
- 20. All topsoil removed during the earthworks must be stockpiled and maintained in a weed free condition. Disturbed ground after completion of the earthworks shall be re-vegetated to prevent dust, erosion to the satisfaction of the Responsible Authority.**
- 21. Any handling and disposal of site soil must be in accordance with the requirements of the Environment Protection Authority and the Environment Protection Act 1970.**

**6.4 7 Bouganville Street, Boronia (cont'd)****Recommendation (cont'd)****Public Open Space**

- 22. Prior to the issue of a Statement of Compliance for any stage, a contribution to the Council for public open space shall be required pursuant to Section 18 of the Subdivision Act 1988 and Clause 52.01 of the Knox Planning Scheme.**

**South East Water Conditions**

- 23. Prior to the issue of a Statement of Compliance, the owner/developer must enter into an agreement with South East Water Limited for the provision of water supply and fulfil all requirements to its satisfaction.**
- 24. Prior to the issue of a Statement of Compliance, the owner/developer must enter into an agreement with South East Water Limited for the provision of sewerage and fulfil all requirements to its satisfaction.**
- 25. All lots on the plan of subdivision must be provided with separate connections to our potable water supply and sewerage systems.**

**Melbourne Water Conditions**

- 26. No polluted and / or sediment laden runoff is to be discharged directly or indirectly into Melbourne Water's drains or watercourses.**
- 27. Prior to Certification, the Plan of Subdivision must be referred to Melbourne Water, in accordance with Section 8 of the Subdivision Act 1988.**

**CFA Conditions**

- 28. The subdivision as shown on the endorsed plans must not be altered without the consent of the Country Fire Authority.**
- 29. Prior to the issue of a Statement of Compliance, Operable Hydrants above or below ground must be provided to the satisfaction of the CFA. The maximum distance between these hydrants and the rear of all lots must be 120m and hydrants must be no more than 200m apart.**

**6.4 7 Bouganville Street, Boronia (cont'd)****Recommendation (cont'd)**

- 30. Hydrants must be identified as specified in “Identification of Street Hydrants for Firefighting purposes” (Available on the CFA website - [www.cfa.vic.gov.au](http://www.cfa.vic.gov.au) under Publications).**

**Ausnet Conditions**

- 31. The Plan of Subdivision submitted for certification must be referred to Ausnet Electricity Pty Ltd in accordance with Section 8 of the Subdivision Act 1988.**
- 32. The applicant must –**
- 32.1 Enter in an agreement with Ausnet Electricity Pty Ltd for supply of electricity to each lot on the endorsed plan.**
- 32.2 Enter into an agreement with Ausnet Electricity Pty Ltd for the rearrangement of the existing electricity supply system.**

**Multinet Gas**

- 33. The plan of subdivision submitted for Certification must be referred to Multinet Gas in accordance with Section 8 of the Subdivision Act 1988.**

**Section 173 Agreement**

- 34. Prior to issue of a statement of compliance, the owner of the land shall enter into a Section 173 Agreement with the Responsible Authority and register the agreement against the title, which covenants that:**
- 34.1 The land will be developed in accordance with the plans and conditions of Planning Permit No. P/2016/6518; and**
- 34.2 The owner agrees that if Planning Permit No. P/2016/6518 expires after this Agreement commences, the development of the subject land must be to the satisfaction of the Responsible Authority; and,**



**6.4 7 Bouganville Street, Boronia (cont'd)****Recommendation (cont'd)**

- 34.3** The owner agrees that after the completion of the development of a lot, no buildings or works comprising the development may be altered or extended without the further written consent of the Responsible Authority.
- 34.4** With the exception of eaves, no building construction (dwellings, garages, sheds, pergolas, verandahs, etc) shall be undertaken outside the building envelopes unless consent is granted by the Responsible Authority.

**Construction Management Plan**

- 35.** Prior to works 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.
- 36.** Construction activity at the site is to accord with this approved Construction Management Plan.

**Amenity During Construction**

- 37.** 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:
- 37.1** The appearance of building, works or materials on the land
  - 37.2** Parking of motor vehicles
  - 37.3** Transporting of materials or goods to or from the site
  - 37.4** Hours of operation
  - 37.5** Stockpiling of top soil or fill materials
  - 37.6** Air borne dust emanating from the site
  - 37.7** Noise
  - 37.8** Rubbish and litter
  - 37.9** Sediment runoff
  - 37.10** Vibration

**6.4 7 Bouganville Street, Boronia (cont'd)****Recommendation (cont'd)**

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.

**Waste Management Plan**

38. Prior to the Certification of a plan of subdivision, 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, to the satisfaction of the Responsible Authority.

**Drainage/Construction Conditions**

39. The applicant shall engage a certified Civil Engineering Consultant to analyse the existing drainage in order to determine the size and length of outfall drainage required to be constructed or upgraded to cater for the new subdivision.
40. Stormwater design must be in accordance with the Knox City Council (Responsible Authority) Civil Works and Stormwater Drainage Guidelines for Broadacre Subdivisions and approved drainage design methods specified in the current edition of Australian Rainfall and Runoff.

**Engineering Plans**

41. Three copies of drainage plans and computations (to AHD) prepared by a suitably qualified Engineering Consultant (A person who holds a qualification in Civil Engineering) must be submitted and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. These plans shall show:
  - 41.1 All stormwater drainage runoff shall be collected in a complete and effective system of drains and connected to the Council drainage system near the south west corner of the property (LPD). It shall not cause a nuisance to abutting properties.

**6.4 7 Bouganville Street, Boronia (cont'd)****Recommendation (cont'd)**

- 41.2** Approximately 40 meters of outfall drain will be required to connect the property to the nearest council drainage pit located south-west of the property. The outfall drain is to be a minimum of 225mm in diameter and constructed to Council standards and satisfaction.
- 41.3** The applicant is required to upgrade the outfall drain from a 150mm diameter pipe to a 225mm diameter pipe from the property outlet to the stormwater pit on Hilda Avenue in order to allow for the permissible site discharge. The outfall drain is to be constructed to Council standards and satisfaction.
- 41.4** Details including surface and underground drainage, vehicle crossovers, hydrants and outfall drainage.
- 41.5** The location of all services to be underground.
- 41.6** New easements must be created to the satisfaction of the Responsible Authority over any drainage assets constructed as a result of this subdivision.
- 41.7** 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.

To the satisfaction of the Responsible Authority.

**Vehicle crossings and access**

- 42.** Prior to a Statement of Compliance, vehicle crossings and the common property access way must be constructed to serve the lots to the satisfaction of the Responsible Authority.
- 43.** Vehicle crossings must be sealed and constructed to Council Standard Drawings, must be at right angles to the road from the kerb to the building line and be 1m clear of all assets in the road reserve and 3m clear of all street trees.

**6.4 7 Bouganville Street, Boronia (cont'd)****Recommendation (cont'd)****Asset Protection**

- 44. The Applicant/Owner shall be responsible to meet the costs of all alterations to and reinstatement of, the Knox City Council and any other Public Authority assets deemed necessary and required by such Authorities for the development/subdivision. Re-instatement or modification of assets to Council's satisfaction will be required or compensation to the value of Council's loss shall be paid.**

**Fencing**

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

**Payments and Bonds**

- 47. Prior to the issue of a Statement of Compliance, the owner/developer shall pay to the Council a payment for supervision of works being 2.5% of the value of all works shown on the Engineering Plans and a payment for checking of Engineering Plans being 0.75% of all works shown on the engineering plan.**
- 48. Prior to the issue of a Statement of Compliance, the owner/developer shall lodge with Council a refundable maintenance bond being 5% of the value of all works shown on the Engineering Plan.**

**(A priced Bill of Quantities shall be supplied to Council to validate the value of works as shown on the plan. This is used to determine the amount of the fees and maintenance bond and provides a record of the value of Councils assets).**

**Bond return**

- 49. Prior to the return of any Maintenance Bond for a new pit, the Council Engineer shall inspect the works to ensure that they are constructed in accordance with the approved design and specifications to the satisfaction of the Responsible Authority.**

**6.4 7 Bouganville Street, Boronia (cont'd)****Recommendation (cont'd)****Removal of structures**

- 50. Prior to the issue of a Statement of Compliance for any stage, all the buildings and structures on the on the lots to be released must be removed from the land to the satisfaction of the Responsible Authority.**

**Environment**

- 51. All works shall be carried out in a manner that causes minimal environmental impacts however should any situation occur requiring a clean up, this shall be done promptly and in an environmentally appropriate manner to the satisfaction of the Responsible Authority.**
- 52. No work shall be commenced on any assets requiring Council's approval or supervision until Council's written agreement is obtained.**
- 53. All topsoil removed during the earthworks must be stockpiled and maintained in a weed free condition. Disturbed ground after completion of the earthworks shall be re-vegetated to prevent dust, erosion to the satisfaction of the Responsible Authority.**
- 54. Any handling and disposal of site soil must be in accordance with the requirements of the Environment Protection Authority and the Environment Protection Act 1970.**

**Final Inspection**

- 55. Prior to the issue of a Statement of Compliance (subject to any works having been bonded) a final inspection by Council's Enforcement and Drainage Officer's shall be carried out, to verify the completion of works in accordance with the Endorsed Plans, to Council's standards and shall include:**
- 55.1 Construction of vehicle crossings;**
- 55.2 Construction of common areas (including driveways and landscaping);**
- 55.3 Completion of drainage;**

**6.4 7 Bouganville Street, Boronia (cont'd)****Recommendation (cont'd)**

**55.4 Installation of common property lighting and hydrants;**

**55.5 Fencing (if required);**

**Time - Subdivision**

**56. The permit will expire if one of the following circumstances applies:**

**56.1 The subdivision is not started within two years of the date of this permit as evidenced by a Plan of Subdivision for any stage being certified by the Council within that time limit**

**56.2 The Certified Plan of Subdivision is not registered within five years from the date of the certification of the plan.**

**The Responsible Authority may extend the time limit at the request of the landowner or occupier. Any request must be made before the permit expires or within six (6) months after the expiry date.**

**NOTES:**

- **All utility services (drainage, sewer) are to be verified onsite by the applicant/developer prior to the commencement of any works.**
- **Pursuant to the schedule to Clause 52.01 of the Knox Planning Scheme and in accordance with Section 18 of the Subdivision Act 1988, the owner/developer shall pay to the Council an amount equal to 8.5 percent of the site value of all the land in the subdivision. This amount may be adjusted in accordance with Section 19 of the Subdivision Act and shall be required prior to the issue of a Statement of Compliance under the Subdivision Act 1988.**
- **A road opening permit from Council is required for any works within the road reserve, including the nature strip.**
- **Melbourne Water conditions: Contact 9679 7517.**
- **CFA Conditions: Contact 8739 4032.**

**6.4 7 Bouganville Street, Boronia (cont'd)****Recommendation (cont'd)**

- **Lot 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.**
- **Ausnet Conditions: Contact 9238 6374.**
- **South East Water Conditions: Contact 9552 3371 The following South East Water agreement options are available:**
  - 1) **Application to enter into a Development Deed-works – Works, if South East Water reticulated sewer/water/recycled water (as applicable) is required to be extended to service lots within the development.**
  - 2) **Application for Notice of Agreement Subdivision – Non works, if South East Water reticulated sewer/water/recycled water (as applicable) is available to the development and the owner only requires Statement of Compliance to release the titles (ie; subdivision prior to building).**
  - 3) **Plumbing industrial, Commercial, Units and Private Water application, if South East Water reticulated sewer/water/recycled water (as applicable) is available to the development and the owner wishes to commence construction of the buildings. (ie; building prior to subdivision).**

**COUNCIL RESOLUTION****MOVED: \_\_\_\_\_ CR. MORTIMORE****SECONDED: \_\_\_\_\_ CR. LOCKWOOD****That the recommendation be adopted.****CARRIED**



**Location**  
Melway 65 B3

**Property Address**  
7 Bouganville Street,  
BORONIA

**Application Number**  
P/2016/6518

**Description**  
6 Lot Subdivision and removal of vegetation

**Ward**  
Chandler

**LEGEND:**

- Title Boundary
- Flood Boundary
- City Boundary
- Bus Route
- Reserve
- Commercial Area
- Tertiary Schools
- Primary Schools
- Secondary Schools
- F-12 School
- Bus Stop
- Objector
- Unit Development
- Subject Property
- Pebble



Scale: 1:3000



**DISCLAIMER:**

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.
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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.

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





**Location**  
Melway 65 B3

**Property Address**  
7 Bouganville Street,  
BORONIA

**Application Number**  
P/2016/6518

**Description**  
6 Lot  
Subdivision and removal of vegetation

**Ward**  
Chandler



**LEGEND:**

- Title Boundary
- Road Boundary
- City Boundary
- Bus Route
- Reserves
- Commercial Areas
- Tertiary Schools
- Primary Schools
- Secondary Schools
- P-12 School
- Bus Stop
- Observer
- Land Development
- Subject Property
- Petition



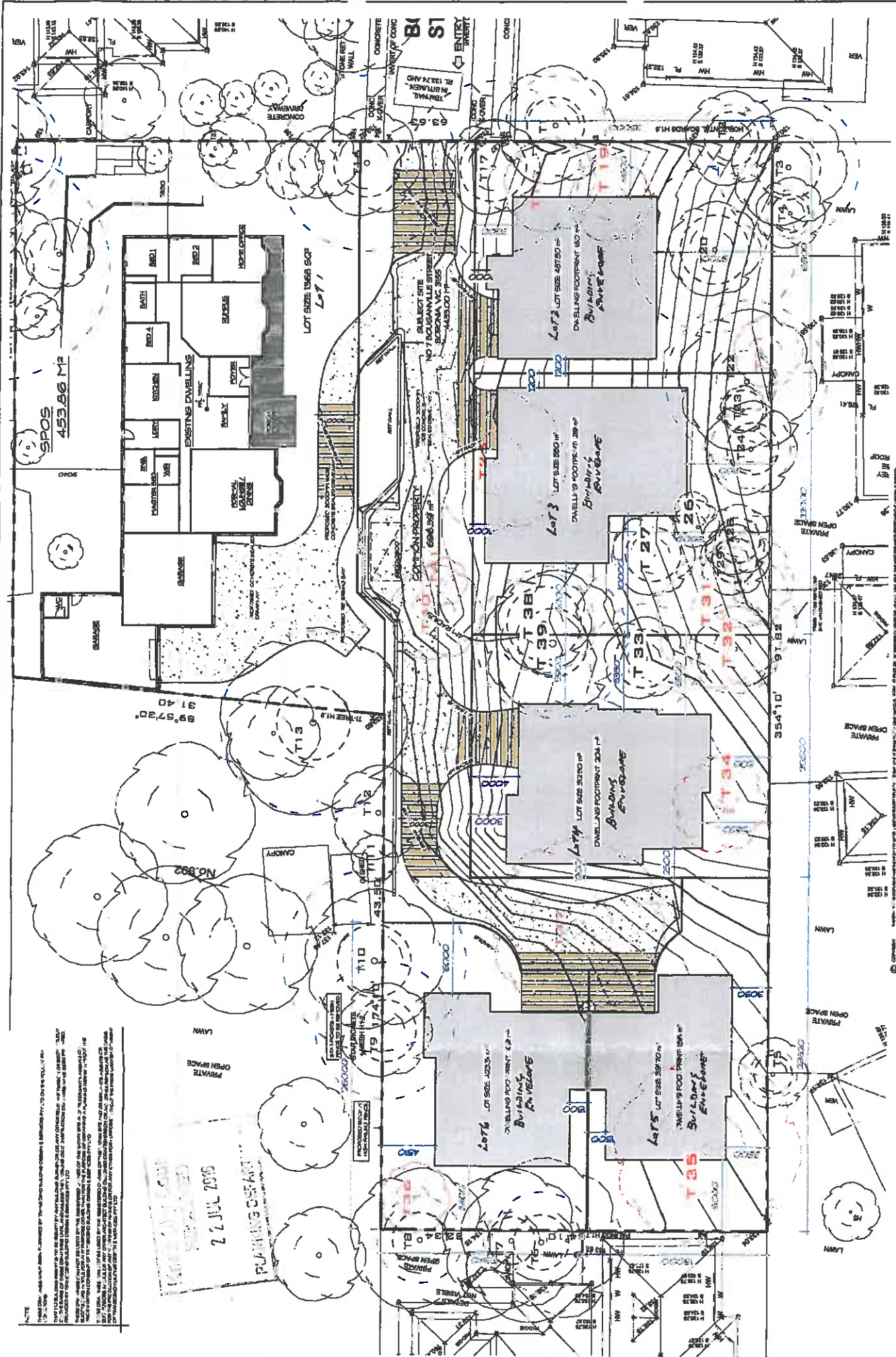
Scale: 1:3000

**DISCLAIMER:**

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

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7 BOUGANVILLE STREET BORONIA APPENDX B



<p><b>1</b> Sub-Division Layout</p> <p>1:200</p>	<p><b>TRANSCEND BUILDING</b>                  SCHEM + DESIGN PTY LTD                  1/150-1/152 Warrigal Drive, Linton, VIC 3023                  Tel: (03) 9398 5500   Email: info@transcendbuilding.com.au</p>	<p><b>TRANSCEND BUILDING</b>                  SCHEM + DESIGN                  - Client Privacy                  - Data Protection                  - Anti-Money Laundering                  - Environmental                  - Sustainability                  - Social Responsibility                  - Governance                  - Risk Management</p>	<p>Reference No: <b>15240-S1</b></p> <p>Sheet number: <b>14</b></p> <p>Date: <b>06/12/2016</b></p> <p>Client: <b>GSC ASSETS PTY LTD</b></p> <p>Drawn: <b>PS</b></p> <p>Checked: <b>FF</b></p> <p>Approved: <b>Sub-Division Layout</b></p> <p>Address: <b>No 7, Bouganville Street, Boronia, Vic. 3085</b></p>
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**NOTE**

1. THIS PLAN IS A PRELIMINARY DESIGN AND IS SUBJECT TO APPROVAL BY THE LOCAL COUNCIL. ANY CHANGES TO THIS PLAN MUST BE APPROVED BY THE LOCAL COUNCIL.

2. THE CLIENT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL COUNCIL AND ANY OTHER RELEVANT AUTHORITIES.

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2 JUL 2016

PLANNING DEPARTMENT

## BAIRD WARD

**6.5 PROPOSED COMBINED PLANNING SCHEME AMENDMENT C145 AND PLANNING PERMIT APPLICATION (P/2016/6175) FOR 1-23 ERICA AVENUE, BORONIA**

**SUMMARY:** *Project Manager – Strategic Planning (Claire Anderson) and Principal Planner (Michelle Willis)*

*This report considers the submissions received to the proposed combined Planning Scheme Amendment C145 to the Knox Planning Scheme and Planning Permit Application P/2016/6175, and provides an assessment of the merits of the proposal.*

*Amendment C145 proposes to rezone 1-23 Erica Avenue, Boronia from a Commercial 2 Zone to a Commercial 1 Zone. The change in zone would allow for the implementation of the vision of the Boronia Structure Plan. The Planning Permit Application is for 1-13 Erica Avenue, Boronia, and proposes buildings and works associated with a supermarket and a shop, reduction in car parking requirements and erection of internally illuminated business identification signs. The applicant is Aldi Stores Pty Ltd.*

*The proposed amendment and permit application was on public exhibition from 19 September to 24 October 2016. Five (5) submissions have been received. One submission opposed the proposal; however, this has since been withdrawn. One supporting submission was received. Three submissions (from referral authorities) did not object to the proposal.*

*This report recommends that Council adopts Amendment C145 to the Knox Planning Scheme and submits the Amendment and Planning Permit to the Minister for Planning for approval, also recommending that the Permit be granted.*

<b>Land:</b>	1 – 23 Erica Avenue, Boronia – Amendment 1 – 13 Erica Avenue, Boronia – Planning Application
<b>Applicant:</b>	Ratio Consultants
<b>Proposed Development:</b>	Combined Planning Scheme Amendment and application for buildings and works associated with a supermarket and a shop, reduction in car parking requirements and erection of internally illuminated business identification signs
<b>Existing Land Use:</b>	Shops (Commercial)
<b>Area/Density:</b>	2592 m <sup>2</sup> (1 – 13 Erica Avenue)

## 6.5 Proposed Combined Planning Scheme Amendment C145 and Planning Permit Application (P/2016/6175) (cont'd)

<b>Zoning:</b>	Commercial 2 Zone
<b>Overlays:</b>	Design and Development Overlay – Schedule 7
<b>Local Policy:</b>	Boronia Major Activity Centre Local Policy
<b>Application Received:</b>	11 March 2016
<b>Number of Objections:</b>	Nil
<b>PCC Meeting:</b>	N/A

### **RECOMMENDATION**

#### **That Council:**

- 1. Consider the submissions received in response to Amendment C145 and Planning Permit Application P/2016/6175, as detailed in Appendix D;**
- 2. Adopt Amendment C145 to the Knox Planning Scheme, as exhibited;**
- 3. Submit the adopted Amendment C145 to the Minister for Planning for approval in accordance with the documents at Appendix E;**
- 4. Recommend to the Minister for Planning that Planning Permit P/2016/6175 be granted subject to conditions in accordance with Appendix C;**
- 5. Authorise the Director – City Development to make any minor changes required for approval of Amendment C145/Planning Permit P/2016/6175 by the Minister for Planning, provided the changes do not affect the purpose or intent of the Amendment and Permit.**

### **1. BACKGROUND**

#### **1.1 Subject Site and Surrounds**

The location of the subject sites are shown in Appendix A.

The sites are located on the western side of Erica Avenue, on the southwest side of the Orchid Avenue intersection in Boronia.

The site is currently occupied by a part single storey, part double storey brick building occupied by numerous tenants. There is minimal vegetation located on the subject site which is covered with buildings and hard standing areas.

## 6.5 Proposed Combined Planning Scheme Amendment C145 and Planning Permit Application (P/2016/6175) (cont'd)

There are two street trees located along the site's frontage. The site is also serviced by a service lane that runs along its southern and western boundaries between Erica Avenue and Orchid Avenue.

Surrounding land contains a mixture of zones, use and development. Land to the north, on the opposite side of Orchid Avenue, is land zoned for Mixed Use Zone with land to the west of this being zoned Commercial 2 Zone and developed with residential dwellings. Land to the east contains Commercial 1 Zone and Public Use Zone – Schedule 1; the public use land is used and development for the Boronia Train Station and associated bus terminal. Land to the south and west is zoned Commercial 1 Zone.

### 1.2 Site History and Planning Background

The Boronia Structure Plan was adopted by Council in October 2006 and was introduced into the planning scheme as a reference document to Clause 22.06 – Boronia Major Activity Centre Local Policy, as well as the Design and Development Overlay – Schedule 7.

It sets out guidelines for future building height, limits to development where there were no previous limits, and where activity and development will be located.

The subject site is the only parcel of land within the Boronia Activity Centre that is zoned Commercial 2 (C2Z). The current zoning prohibits certain uses that are consistent with the broader strategic policies for this site, including a 'Dwelling'. The proposed application of the Commercial 1 Zone (C1Z) is consistent with other zoning on nearby land and will allow for the implementation of the vision of the Boronia Structure Plan.

The Boronia Structure Plan was implemented via Amendment C62 into the Knox Planning Scheme. The Planning Panel report into amendment C62 considered this site and was of the view that:

*"It is [therefore] clear to the Panel that the intent of the Structure Plan is that Erica Avenue is to play a greater role within the pedestrian function of the wider Boronia Activity Centre with an emphasis on improving the built form and providing more active uses at the street frontage with offices or residential development on the upper floors.*

*The Panel agrees that retention of the [now former] Business 3 Zone is not consistent with the directions contained in the Structure Plan and therefore not appropriate, particularly given 'Accommodation' is a prohibited use within the zone; and the zone needs to be reviewed."*

The Planning Panel that considered amendment C62 supported Council's position that the zoning of this site be reviewed as part of a future amendment in consultation with other land owners.

## 6.5 Proposed Combined Planning Scheme Amendment C145 and Planning Permit Application (P/2016/6175) (cont'd)

### 1.3 The Proposal

(Refer to Permit Application and attached plans at Appendix B)

The *Planning & Environment Act 1987* allows a planning authority, to simultaneously prepare and exhibit a proposed amendment to a Planning Scheme and give notice of an application for a permit. Where this process is used, the component of the process relating to the permit application is dealt with in similar fashion to the amendment, and is different to the normal permit process. The referral and notice requirements differ from the normal permit process and the final decision to issue the permit is made by the Minister for Planning.

The planning permit application seeks approval for buildings and works associated with a supermarket and a shop, reduction in car parking requirements and erection of internally illuminated business identification signs at 1-13 Erica Avenue. More specifically:

- Existing buildings removed from the site and the construction of two shops (supermarket and retail premises) constructed at 1 – 13 Erica Avenue. The shops will be two-storey in nature, reach a maximum height of 9.2 metres (top of tower element) and contain a rooftop car park. The supermarket (Tenancy 1) is proposed to have a net retail floor area of 1600sqm and the shop / retail premises (Tenancy 2) will have a net retail area of 259sqm (see Appendix B). Tenancy 1 is intended to be occupied by an 'Aldi' supermarket.
- A total of 85 car parking spaces are provided within the rooftop car park, including two disabled spaces. A further two at grade staff car parking spaces are proposed adjacent to the access ramp; this is a shortfall of three car parking spaces. Access to the rooftop car park is proposed via the existing service lane with right in and left out turning only. A ramp leads directly to / from the service lane to the car park. A loading bay is proposed along the western boundary and is designed to accommodate 15 metre semi-trailer trucks. It is also proposed to widen the existing Right-of-Way (ROW) along the southern boundary to facilitate two-way movements.
- A total of ten (10) separate business identification signs are proposed, normal to an Aldi store.

## **6.5 Proposed Combined Planning Scheme Amendment C145 and Planning Permit Application (P/2016/6175) (cont'd)**

### **1.4 Process and next steps**

This matter was reported to Council on 26 July 2016 where it was resolved to seek authorisation from the Minister of Planning to prepare and exhibit Planning Application P/2016/6175 and Planning Scheme Amendment C145. Exhibition was carried out between 20 September and 24 October 2016.

If Council supports the proposal, the next step in the process is for Council to adopt Amendment C145 and submit it to the Minister for Planning for approval, and recommend that the Planning Permit P/2016/6175 be granted.

The Minister for Planning makes the final decision about whether the permit is granted, and there is no further right of review (i.e. there is no avenue to appeal to VCAT for either the applicant or submitters). Council is still the responsible authority for the permit once it is granted.

## **2. CONSULTATION**

### **2.1 Advertising**

The *Planning & Environment Act 1987* requires that a combined application for a Planning Scheme amendment and planning permit undergo a formal exhibition process prior to being submitted to the Minister for Planning for approval. In accordance with this requirement, the application was placed on exhibition for a period of one month, from 20 September 2016 to 24 October 2016.

Key elements of the exhibition process were as follows:

- Amendment notices sent to affected and surrounding owners/occupiers (approximately 100 notices);
- Notices erected on the sites;
- Notices in the Knox Leader (20 September) and Government Gazette (22 September);
- Letters to prescribed Ministers and referral authorities;
- Documentation online at the Department of Environment Land, Water and Planning (DELWP) website; and
- Hard copies of documentation available for viewing at the Civic Centre and Boronia Library.

## 6.5 Proposed Combined Planning Scheme Amendment C145 and Planning Permit Application (P/2016/6175) (cont'd)

### 2.2 Draft Permit

The notices sent to surrounding owners/occupiers and authorities were accompanied by a draft permit, as required by the *Planning & Environment Act 1987* (see Appendix C). The draft permit included conditions required by internal Council departments; standard conditions; and any requirements identified in a preliminary assessment of the proposal.

### 2.3 Submissions Received

Five submissions in total were received, including:

- One opposing submission, which was later withdrawn.
- One supporting submission (Submitter 2 - owners of 21-23 Erica Avenue).
- Three from referral authorities (Submitters 3, 4 and 5 - Melbourne Water, South East Water and Public Transport Victoria), who offered no objection.

The opposing submission was received from a local resident who raised a number of issues. An email was later received from the submitter advising that they do not wish to pursue the matter any further.

Appendix D provides more detail about the submissions.

### 2.4 Referrals

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

#### Traffic Engineer

- *With the supply of 87 car parking spaces (85 upper level + 2 ground floor), there is a shortfall of 3 spaces. It is expected that the on-street car parking spaces along the frontage of the site on Erica Avenue will comfortably cater for the shortfall. As such, the provision of car parking is considered as satisfactory.*
- *A total of seven (7) bicycle parking spaces; 3 for staff and 4 for visitors. Staff spaces to be provided in either bicycle lockers or at a bicycle rail in a lockable compound located in a common area within the building.*
- *Car spaces 29, 59, 68 and 72 to be provided with a 300mm clearance where a car parking space is alongside a high vertical obstruction in accordance with Clause 52.06-8 (Design Standard 2 – Car parking spaces) of the Knox Planning Scheme.*
- *The accessible car parking spaces to be at least the same width of other car parking spaces (minimum 2.6 metres) and adjacent to a shared area on one side and appropriately line marked.*



## 6.5 Proposed Combined Planning Scheme Amendment C145 and Planning Permit Application (P/2016/6175) (cont'd)

- *Location of trolley bays and collection points.*
- *All tandem and staff car parking spaces (no. 62-64, 69-71) to be designated with pavement marking such as "STAFF".*

### Drainage Engineer

- *Standard conditions to be included on any permit issued.*

### Sustainability

- *A satisfactory sustainable design assessment will be a requirement of any permit issued.*

### Health

- *Food Act 1984 requirements;*
- *Waste disposal;*
- *Tobacco Act 1987 requirements; and*
- *Noise emission control.*

### Assets

- *Standard conditions to be included on any permit issued.*

### Waste

- *The Plan Drawing and amended Waste Management Plan (WMP) for the development is satisfactory.*

### Parks

- *A newly planted Acer rubrum and can be removed and replaced at cost to the applicant of \$312.50.*

### Melbourne Water

- *No objection to the proposal.*

### South East Water

- *No objection to the proposal. Provided some additional information to be addressed by landowner upon development.*

## 6.5 Proposed Combined Planning Scheme Amendment C145 and Planning Permit Application (P/2016/6175) (cont'd)

### Vic Track

- *No objection to the proposal.*

The required conditions were included in the exhibited draft permit (Appendix C).

### **3. DISCUSSION**

This section considers the proposed development in light of the provisions of the Knox Planning Scheme including State and Local Planning Policies, any other relevant policies and objectives.

#### **3.1 Zoning and Overlays**

##### **3.1.1 Zone**

The site is zoned Commercial 2 Zone.

- *A planning permit is required for the use and development of a shop and building and works.*
- *The application seeks to rezone the Commercial 2 Zone land to a Commercial 1 Zone. Subject to the rezoning of the land, the proposed use will not require a planning permit.*
- *Subject to rezoning to a Commercial 1 Zone, the proposed use of the land for a supermarket and shop is appropriate. This is consistent with other zoning in nearby land and will also allow for the implementation of the vision of the Boronia Structure Plan. The rezoning of the land to the Commercial 1 Zone will assist in providing the types of uses envisaged by the Boronia Structure Plan within this section of Erica Avenue. In particular, accommodation, retail premises and shop uses become as-of-right uses and do not require a planning permit, provided certain conditions are met.*
- *The proposed development is not expected to impact on adjoining land uses. The application has been referred to the traffic and drainage departments, and conditions will be included on any permit issued to ensure the use and development has minimal impact on adjoining properties through traffic generation or storm water runoff.*

##### **3.1.2 Overlays**

The site is located within the Design and Development Overlay 7 (DDO7) relating to the Boronia Structure Plan Area. Within the DDO7, a planning permit is required to construct a building or construct or carry out works.

## 6.5 Proposed Combined Planning Scheme Amendment C145 and Planning Permit Application (P/2016/6175) (cont'd)

### Building Heights:

- New development should not exceed the maximum building height shown on map 1 to the Schedule (for all areas other than those shown as 9 metres).

Map 1 to the Schedule to the overlay specifies a building height of 14 metres / 4 storeys for this site.

### Design standards (as relevant):

Consideration will be given to how new development addresses the following:

#### General:

- *The supermarket and shop will provide for an active frontage to Erica Avenue and windows will provide for surveillance of the street frontage.*
- *The proposed built form is consistent with the requirements of the Schedule and surrounding area as it achieves adequate setbacks, and uses a combination of external materials.*
- *A Sustainable Design Assessment report will be required as a condition of any permit, to ensure the development has been designed with consideration of energy efficiency and natural ventilation.*

#### Colours & Materials:

- *The development uses external materials and colours found in the area and normal to an Aldi store, which is also consistent with the preferred character of the area.*

#### Landscape Design:

- *There are no landscaping opportunities onsite at ground floor level of the development, which is consistent with other commercial development found in the area. A condition of the permit will require roof top planters within the roof top car parking area. These are to be located in the eastern, southern and western corners of the car park area (currently shown as hatched areas).*

## 6.5 Proposed Combined Planning Scheme Amendment C145 and Planning Permit Application (P/2016/6175) (cont'd)

In response to the requirements of the DDO7, the following is submitted:

- *The proposed built form with a maximum building height of 9.23 metres satisfies the maximum height requirement of the applicable precinct in the Schedule to the overlay.*
- *The proposed built form is considered to meet the requirements and decision guidelines of the DDO7 as well as the emerging character of the area.*
- *The Boronia Structure Plan specifically identifies the subject site as being a location where it seeks to provide active street frontage through retail development at ground level and inactive uses including dwellings on upper levels. The proposal is consistent with this.*

### 3.2 Policy Consideration

#### 3.2.1 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.

Clause 15 - Built Environment & Heritage - Ensure all new land, land use and development appropriately responds to its landscape, valued built form and cultural context, and protects places and sites with significant heritage, architectural, aesthetic, scientific and cultural value.

- *The design of the development will contribute positively to the Erica Avenue streetscape through articulation, glazing, varied building materials and a raised parapet element.*
- *The proposal is also considered to contribute to the amenity and safety of the area providing additional passive surveillance, and attractiveness of the area.*

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.

## 6.5 Proposed Combined Planning Scheme Amendment C145 and Planning Permit Application (P/2016/6175) (cont'd)

- *The proposal provides for commercial tenancies at ground floor level which is consistent with the Boronia Structure Plan which specifically identifies the subject site as being a location where it seeks to provide active street frontage through retail development at ground level and inactive uses including dwellings on upper levels.*
- *The proposal will support economic development in the wider Boronia area and the scale of the development is sympathetic the character of the area and surrounding development as discussed throughout this report.*

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.

- *It is considered that the proposal for buildings and works to facilitate a supermarket and a shop will contribute to the economic well-being of the community by supporting economic growth and development.*
- *It is considered that the proposal will support the role and function of the Boronia Activity Centre, and the scale of the development is appropriate within the sites context.*

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

- *The site is located 50 metres walking distance from Boronia Train Station and bus interchange which is serviced by Bus Routes No. 737, 745B, 753, 755, 691 and 690.*
- *Boronia Station is part of the Belgrave train line which travels directly through the eastern suburbs to Melbourne's CBD and operates Monday to Saturday, 4.30am to 1.30am at various intervals and Sunday 6.00am to 12.00 am at various intervals. The Belgrave line is subject to the new 24 hours train initiative on Friday and Saturday nights.*
- *Route No. 690 from Croydon Station to Boronia Station via Kilsyth operates at various intervals from 5.49am to 9.26pm Monday to Friday, Saturday from 7.41am to 9.30pm, and Sunday from 9.00am to 9.26pm.*

## 6.5 Proposed Combined Planning Scheme Amendment C145 and Planning Permit Application (P/2016/6175) (cont'd)

- *Route No. 691 operates between Waverley Garden Shopping Centre and Boronia Railway Station between 5.22am and 9:59pm Monday to Friday, between 7.29am and 8pm Saturdays and Sundays at various intervals.*
- *Route No. 737 from Croydon Station to Glen Waverley via Knox City and Monash University operates at various intervals from 6.03am to 9.52pm Monday to Friday, Saturday from 6.10am to 9.52pm, and from 8.12am to 9.49pm on Sunday.*
- *Route No. 745B from Bayswater to Boronia operates two services between 2.45pm and 6.40pm Monday to Friday.*
- *Route No. 753 provides direct access between the Glen Waverley and Bayswater activity centres, and operates between 5:51am and 9:10pm Monday to Friday, between 7:37am and 9:25pm on Saturdays, and between 9:14am and 9pm on Sundays at various intervals.*
- *Route No. 755 from Bayswater to Knox City via The Basin, Boronia, Ferntree Gully operates between 6:07am and 9:19pm Monday to Friday, between 8:16am and 9:21pm Saturdays, and between 9:19am and 9:24pm on Sundays at various intervals.*

### 3.2.2 Local Planning Policy Framework

Clause 21.04 – Municipal Strategic Statement (MSS) – Urban Design. – seeks to ensure that planning and development is undertaken with due consideration given to the local context of key issues such as managing population growth, encouraging sustainable development and having a positive influence on the desired future urban form of Knox.. All development is encouraged within to incorporate Ecologically Sustainable Design (ESD) and Water Sensitive Urban Design (WSUD) principles to ensure that a sustainable urban environment is ultimately achieved.

- *The proposal is consistent with this policy and displays an appropriate design outcome. The building will present clearly to Erica Avenue and the built form is articulated through the incorporation of solid and void (glass) surfaces and varied building materials and a raised parapet.*
- *A condition of permit will require the submission of a Sustainable Design Assessment (SDA) and another condition of permit will require the development to be constructed in accordance with the approved SDA.*

## 6.5 Proposed Combined Planning Scheme Amendment C145 and Planning Permit Application (P/2016/6175) (cont'd)

Clause 21.07 – Economic Development. The City of Knox currently plays an important role in the economic prosperity of Melbourne's south-east with a strong business base and reputation as a high employment generator. Council's Municipal Strategic Statement aims to facilitate and maintain local employment by maintaining and increasing employment opportunities in the municipality. It also seeks to ensure sufficient land is set aside for industrial and production uses and consolidate retail activities into the nominated Activity Centres.

- *The development will facilitate local employment opportunities, thus supporting economic development within the municipality.*
- *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 commercial facilities.*

### Clause 22.06 – Boronia Major Activity Centre Policy

This policy applies to all land in the Boronia Major Activity Centre, being land affected by Schedule 7 of the Design and Development Overlay.

The land use and activity objectives are:

- To implement the land use and development vision for Boronia based on the Boronia Structure Plan.
- To enhance the Boronia Major Activity Centre as a gateway to, and a destination at, the foothills of the Dandenong Ranges.
- To define a series of identifiable precincts and promote development within these precincts.
- To ensure that the centre is defined by a mix of complementary land uses providing a great place to live, and a thriving hub of activity for commerce and all aspects of community life.

Land Use Framework:

It is policy to: ensure land use and development is consistent with the Land Use Framework Plan, which forms part of the clause.

- *It is considered that the proposal has been designed to sensitively respond to Boronia's unique setting and viewlines towards the Dandenong Ranges.*
- *The Boronia Structure Plan specifically identifies the subject site as being a location where it seeks to provide active street frontage through retail development at ground level and inactive uses including dwellings on upper levels. The proposal is consistent with this.*

## 6.5 Proposed Combined Planning Scheme Amendment C145 and Planning Permit Application (P/2016/6175) (cont'd)

### 3.3 Particular provisions

#### Clause 52.05 – Advertising Signage

Pursuant to Clause 33.01, the site is subject to Category 1 signage controls.

A permit is required to display more than 1.5m<sup>2</sup> of internally illuminated business identification signage. As the proposal results in internally illuminated business identification signage exceeding 1.5m<sup>2</sup>, a planning permit is required for the display of these signs.

Key decision guidelines include:

- The sensitivity of the area in terms of natural environment, heritage values, waterways and open space, rural landscape or residential character.
- The cumulative impact of signs on the character of an area or route, including the need to avoid visual disorder or clutter of signs.
- The potential to obscure or compromise important views from the public realm.
- The proportion, scale and form of the proposed sign relative to the streetscape, setting or landscape.

As noted above, ten (10) internally illuminated signs are proposed to be displayed on the site. Six (6) of the signs will be located on the façade of the building including two under awning signs located adjacent to each tenancy. Three (3) of the signs will be located on the southwest (facing laneway) including car parking and directional signs, and one (1) sign will be located on the located on the northwest elevation.

- *It is considered that the proposed advertising signage will result in effective, clear and uncluttered business identification. Therefore it is considered that the proposed signage is appropriate and will not result in an undue intrusion into the landscape of the surrounding area.*

#### 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.

A total of eighty-seven (87) car parking spaces (85 upper level and 2 ground floor) have been proposed in association with the development. Pursuant to this Clause, the development requires the provision of 90 car parking spaces onsite and as such, the applicant has applied for a reduction in the car parking spaces required onsite.



## 6.5 Proposed Combined Planning Scheme Amendment C145 and Planning Permit Application (P/2016/6175) (cont'd)

- *There is a shortfall of 3 spaces. It is expected that the on-street car parking spaces along the frontage of the site on Erica Avenue will cater for the shortfall. As such, the provision of car parking is considered as satisfactory.*

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, subject to standard conditions.*

Design Standard 2: Car Parking Spaces – *Can comply. A condition of any permit issued will require some car spaces to be increased in length and visitor spaces to be line marked, sign posted and identifiable.*

Design Standard 3: Gradients – *Complies.*

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

Design Standard 5: Urban Design – *Complies.*

Design Standard 6: Safety – *Can comply. Should a permit be issued, conditions of permit would be require appropriate signage at entry and exit points.*

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 3 bicycle parking spaces for staff and 4 visitor spaces are required. Therefore a total of 7 bicycle spaces are required. These have been required as a condition of permit.*

### **3.4 Changes to draft permit**

No changes are proposed to the draft permit as a result of the submissions received.

### **3.5 Strategic Assessment**

Amendment C145 will rezone a small pocket of Commercial 2 Zone land on the western side of Erica Avenue. This would therefore extend the Commercial 1 Zone to the northern corner of Erica Avenue and Orchid Avenue.

## **6.5 Proposed Combined Planning Scheme Amendment C145 and Planning Permit Application (P/2016/6175) (cont'd)**

The rezoning of the land to the Commercial 1 Zone is consistent with the vision for the Boronia Structure Plan, which seeks to provide opportunities for residential and mixed-use activity within the commercial environs, whilst discouraging further fragmentation of commercially zoned land.

In addition to this, the rezoning of the land to the Commercial 1 Zone will assist in providing the types of uses envisaged by the Boronia Structure Plan within this section of Erica Avenue. In particular, accommodation, retail premises and shop uses become as-of-right uses and do not require a planning permit, provided certain conditions are met.

One of the objectives of planning in Victoria, as stated in the *Planning and Environment Act 1987*, is to provide for the fair, orderly, economic and sustainable use and development of land.

The Boronia Structure Plan specifically identifies the subject site as being a location where it seeks to provide active street frontage through retail development at ground level and inactive uses including dwellings on upper levels. The Commercial 2 Zone requires a permit for the retail uses on the ground floor and prohibits residential dwellings on the upper levels. The current zoning of the land is therefore considered to be inconsistent with the strategic intent of the Boronia Structure Plan.

The subject site is the only parcel of land within the Boronia Major Activity Centre that is zoned Commercial 2 and is out of character with the surrounding area. The purpose of the Commercial 2 Zone is to encourage manufacturing and industrial type uses which are not appropriate for the setting within the Boronia Activity Centre.

### **4. ENVIRONMENTAL/AMENITY ISSUES**

The proposal will not have any negative environmental impacts. As discussed throughout this report, the proposed use and development is not expected to impact on the amenity of adjoining properties. The use is consistent with the proposed commercial zoning of the land and conditions of permit will ensure noise emissions from the premises comply with relevant Environmental Protection Policy requirements.

### **5. FINANCIAL & ECONOMIC IMPLICATIONS**

The proposal will facilitate the new retail development which will contribute to the Knox economy.

It is considered that the change to Commercial 1 Zone will better support the viability of the Activity Centre, by allowing uses consistent with other uses within the surrounding area.

The processing of the combined Amendment/Planning Permit Application is accommodated within existing Council budgets and has no broader financial implications.

## 6.5 Proposed Combined Planning Scheme Amendment C145 and Planning Permit Application (P/2016/6175) (cont'd)

### **6. SOCIAL IMPLICATIONS**

It is not anticipated that the current proposal will result in negative social implications. The Commercial 1 Zone is considered to be the more appropriate zone in the context of the Activity Centre with a purpose and 'as of right' uses more conducive to the preferred outcomes within the Centre.

It is noted however; that Aldi supermarkets generally contain a bottle shop / liquor component to their supermarkets. While it is acknowledged the current proposal does include liquor licensing, it is anticipated an application of this nature would be made in the future. The increase in the potential sale of alcohol in the Boronia area is of particular concern as the cumulative impact of an increase in supply, in an activity centre that currently has an oversupply of alcohol related businesses, does not support alcohol harm minimisation measures as identified through Councils current City Plan and the Community Safety Plan 2013-2017.

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

The proposed rezoning of the land is consistent with Theme 7 of the Council Plan: *A Prosperous Modern Economy*. This theme aims to stimulate innovative and sustainable economic and employment opportunities in Knox.

### **8. CONCLUSION**

Amendment C145 will resolve an anomaly in which 1–23 Erica Avenue Boronia is the only parcel of land within the Boronia Major Activity Centre that is zoned Commercial 2 and is out of character with the surrounding area. The rezoning will provide a logical border, at the northern corner of Erica Avenue and Orchid Avenue, for the Commercial 1 zoning.

The development is consistent with State Policy, Clause 21.07 (Municipal Strategic Statement), and Clause 22.06 (Boronia Major Activity Centre Policy) of the Knox Planning Scheme, subject to conditions.

The proposal complies with the proposed Commercial 1 Zone and Design and Development Overlay – Schedule 7 (DDO7), subject to conditions.

The proposal will facilitate the new retail development which will contribute to the Knox economy and will not impact on the amenity of the commercial area.

The proposal is strategically justified; traffic, drainage and sustainability matters can be addressed through conditions of planning permit. There are also no longer any opposing submissions to the proposal.

As such, this report recommends that Council adopts Amendment C145 to the Knox Planning Scheme and submits the Amendment and Planning Permit to the Minister for Planning for approval, also recommending that the Permit be granted.

**6.5 Proposed Combined Planning Scheme Amendment C145 and Planning Permit Application (P/2016/6175) (cont'd)****9. CONFIDENTIALITY**

There are no issues of confidentiality associated with this report.

**COUNCIL RESOLUTION**

MOVED: CR. LOCKWOOD

SECONDED: CR. TAYLOR

That Council:

1. Consider the submissions received in response to Amendment C145 and Planning Permit Application P/2016/6175, as detailed in Appendix D;
2. Adopt Amendment C145 to the Knox Planning Scheme, as exhibited;
3. Submit the adopted Amendment C145 to the Minister for Planning for approval in accordance with the documents at Appendix E;
4. Recommend to the Minister for Planning that Planning Permit P/2016/6175 be granted subject to conditions in accordance with Appendix C;
5. Authorise the Director – City Development to make any minor changes required for approval of Amendment C145/Planning Permit P/2016/6175 by the Minister for Planning, provided the changes do not affect the purpose or intent of the Amendment and Permit.

**CARRIED**



**Location**  
Melway 64 K9

**Property Address**  
1-23 Erica Avenue, BORONIA

**Application Number**  
P/2016/6175

**Description**  
Buildings and works associated with a shop, reduction in car parking requirements and erection of internally illuminated business identification signs

**Ward**  
Bairstow



**LEGEND:**

- Tide Boundary
- Road Boundary
- City Boundary
- Bus Route
- Reserves
- Commercial Areas
- Tertiary Schools
- Primary Schools
- Secondary Schools
- P-12 School
- Bus Stops
- Objector
- Unit Development
- Subject Property
- Position



**DISCLAIMER:**

Roads and Tide 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 64 K9

**Property Address**  
1-23 Erica Avenue,  
BORONIA

**Application Number**  
P/2016/6175

**Description**  
Buildings and works associated with a shop, reduction in car parking requirements and erection of internally illuminated business identification signs

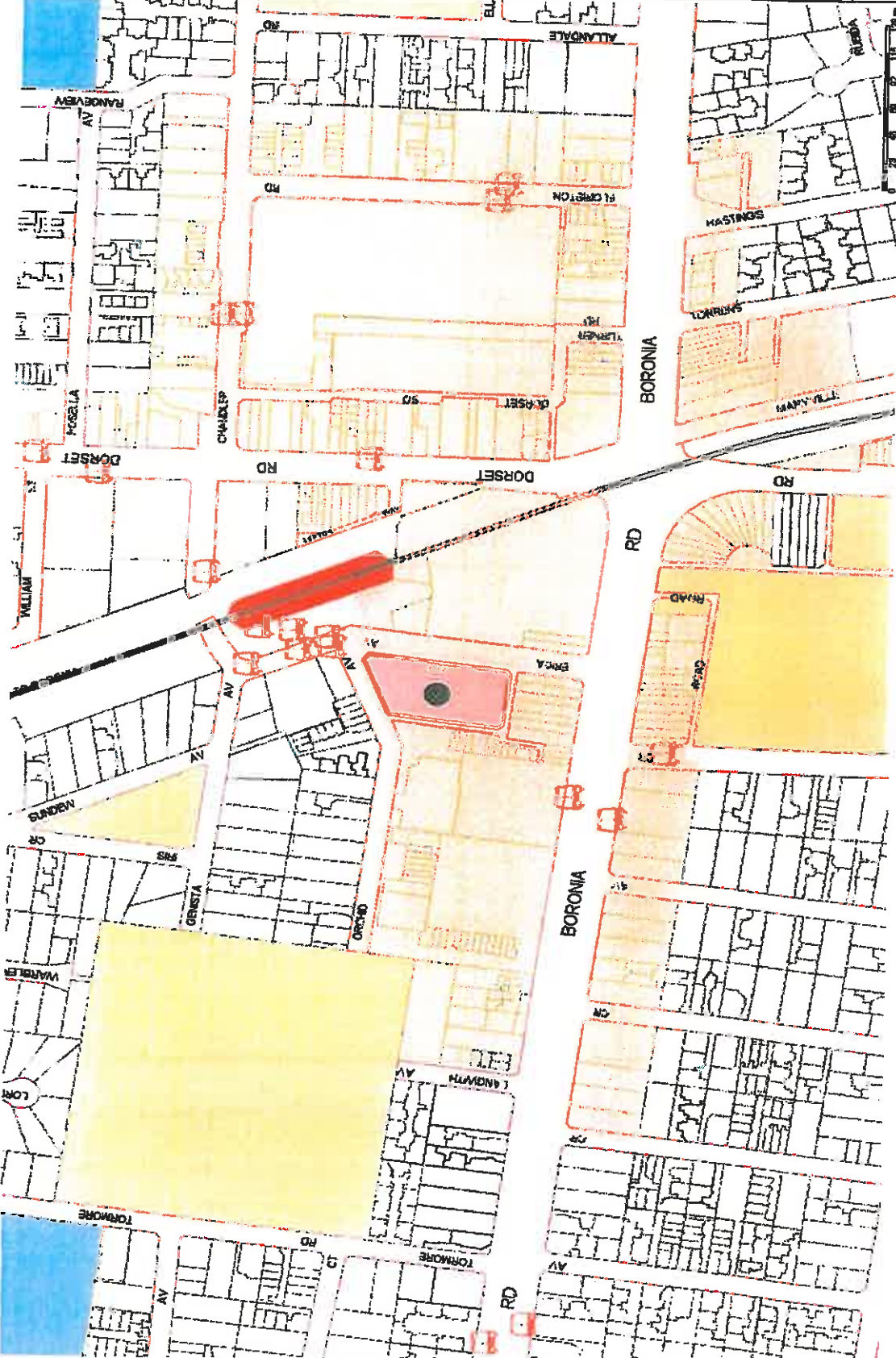
**Ward**  
Baird

**LEGEND:**

- ▲ Title Boundary
- ▲ Road Boundary
- ▲ City Streetway
- ▲ Bus Route
- ▲ Reserve
- Commercial Area
- Tenancy Schools
- Primary Schools
- Secondary Schools
- P-12 School
- Bus Stops
- Object
- Unit Development
- Subject Property
- Preflex



Scale: 1:3000



**DISCLAIMER:**

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 Planning Scheme Information - DPCD, Knox City Council  
 Aerial Photography - AAM ( flown January 2015 - unless otherwise stated)  
 Melbourne Water Drainage Information - Melbourne Water

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# PROPOSED RETAIL DEVELOPMENT

1-13 ERICA AVENUE  
BORONIA, VICTORIA



**Knox City Council**  
**RECEIVED**  
06 JUL 2016  
PLANNING DEPARTMENT



select architects  
giving life to your ideas  
100/102 ERICA AVENUE, BORONIA VIC 3185  
TEL: 03 9497 1111  
WWW.SELECTARCHITECTS.COM.AU

# PROPOSED RETAIL DEVELOPMENT

## TABLE OF CONTENTS

DRAWING NO:	DRAWING TITLE	SCALE	REV.
TP-01	EXISTING SITE PLAN	1:500	C
TP-02	EXISTING AND PROPOSED STREETScape	1:200	B
TP-03	PROPOSED SITE PLAN	1:250	D
TP-04	PROPOSED REFRIGERATION PLANT DECK PLAN	1:250	C
TP-05	PROPOSED UPPER LEVEL - CARPARK	1:250	C
TP-06	PROPOSED ELEVATIONS	1:100	C
TP-07	PROPOSED ELEVATIONS	1:100	C
TP-08	PROPOSED SECTIONS	1:100	B
TP-09	PROPOSED SIGNAGE PLAN	1:250	C
TP-10	PROPOSED SIGNAGE DETAILS	1:50	C
TP-11	PROPOSED GROUND FLOOR PLAN	1:100	B
TP-12	PROPOSED REFRIGERATION PLANT DECK PLAN	1:100	B
TP-13	PROPOSED UPPER LEVEL CAR PARK PLAN	1:100	B

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**NOTES**

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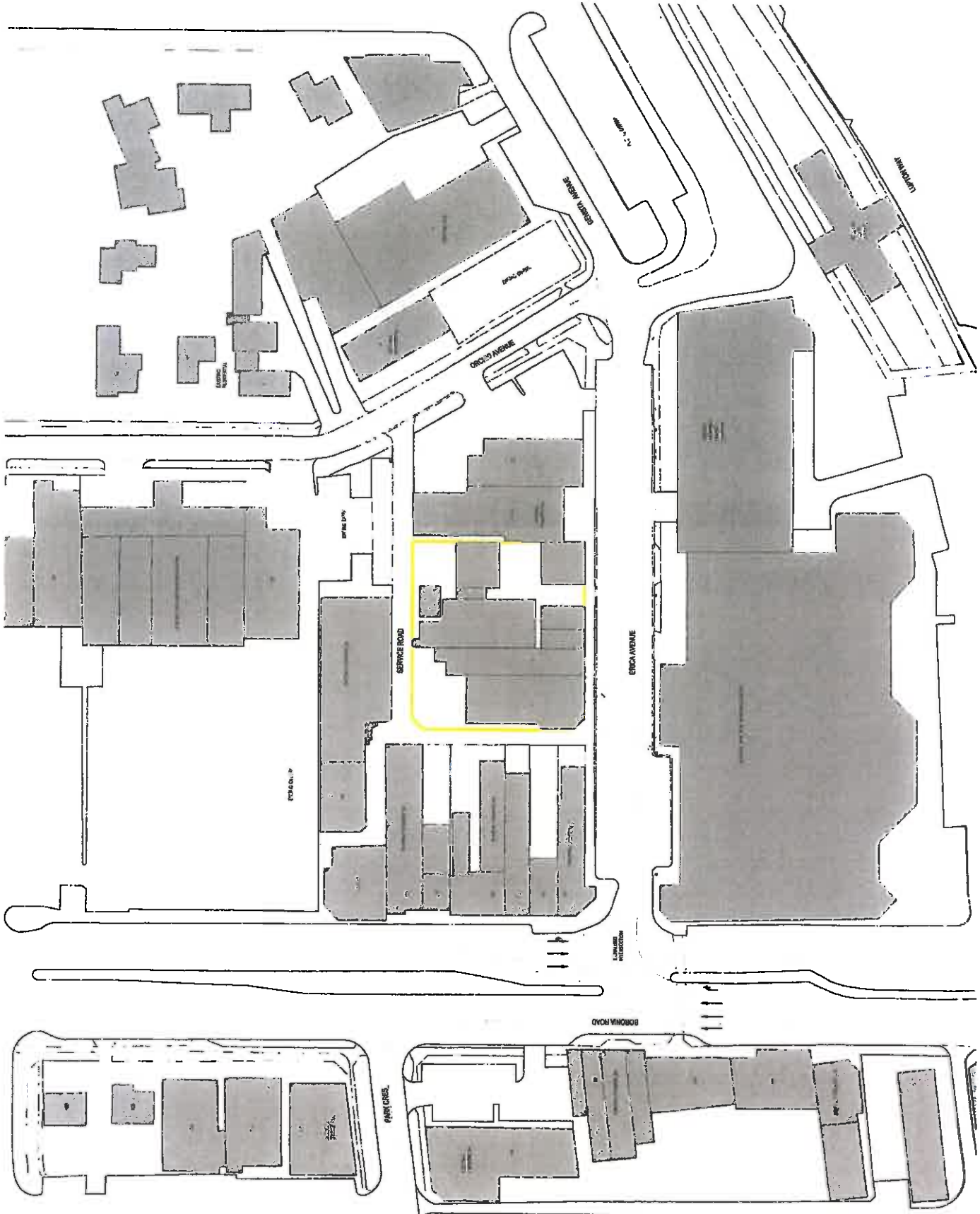
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 TIME: 10:00 AM

LEGEND



OWNER: ALUMINUMS (A LIMITED PARTNERSHIP)  
 PROJECT: ALUMINUMS DEVELOPMENT  
 1.1 ERICA AVENUE  
 KNOXVILLE, TN

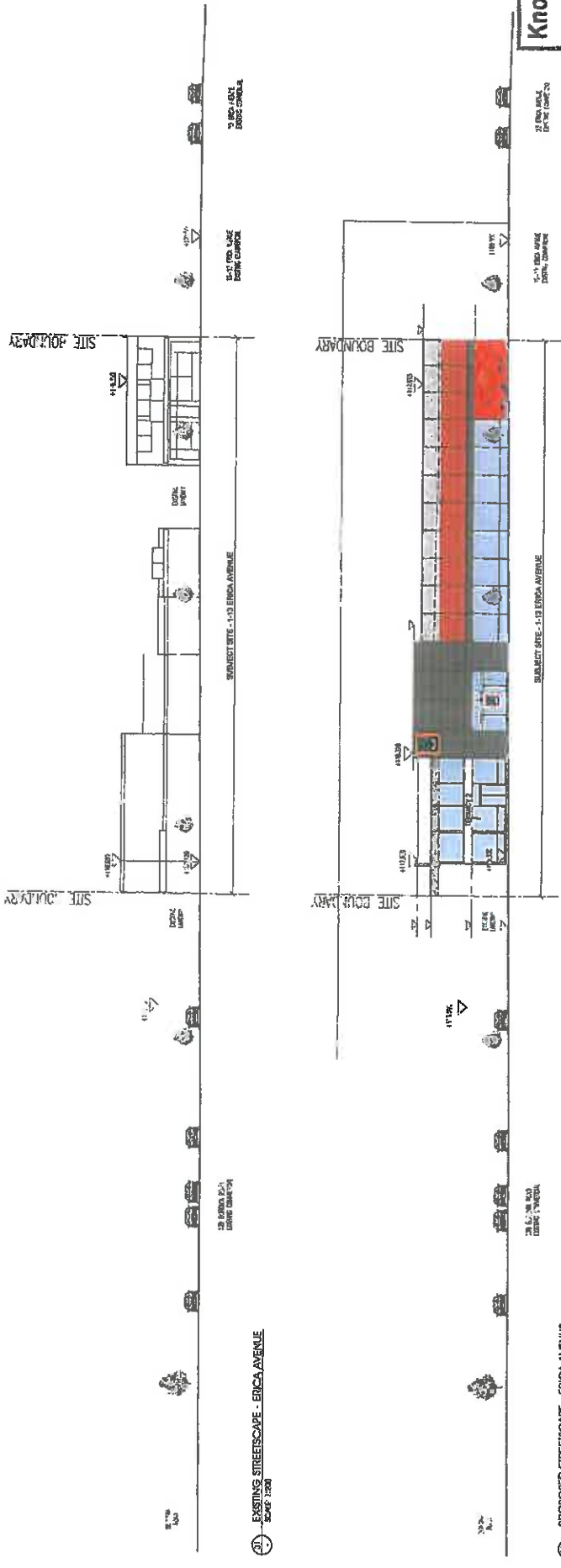
**select architects**  
 1000 UNIVERSITY AVENUE, SUITE 200  
 KNOXVILLE, TN 37917  
 TEL: 615.522.1100  
 FAX: 615.522.1101  
 WWW.SELECTARCHITECTS.COM



EXISTING SITE PLAN  
 SCALE: 1/8" = 1'-0"

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**SELECT ARCHITECTS**  
 1000 N. W. 10th St.  
 Suite 100  
 Fort Lauderdale, FL 33304  
 Phone: (954) 574-1111  
 Fax: (954) 574-1112  
 Email: info@selectarchitects.com  
 Website: www.selectarchitects.com

**PROJECT INFORMATION**  
 PROJECT NAME: [REDACTED]  
 PROJECT NUMBER: [REDACTED]  
 PROJECT DATE: [REDACTED]

**CLIENT INFORMATION**  
 CLIENT NAME: [REDACTED]  
 CLIENT ADDRESS: [REDACTED]  
 CLIENT PHONE: [REDACTED]

**DESIGNER INFORMATION**  
 DESIGNER NAME: [REDACTED]  
 DESIGNER ADDRESS: [REDACTED]  
 DESIGNER PHONE: [REDACTED]

**DATE**  
 DATE: [REDACTED]

**SCALE**  
 SCALE: 1/8" = 1'-0"

**PROJECT NO.**  
 PROJECT NO.: [REDACTED]

**DATE**  
 DATE: [REDACTED]

**BY**  
 BY: [REDACTED]

**CHKD BY**  
 CHKD BY: [REDACTED]

**APP'D BY**  
 APP'D BY: [REDACTED]

**DATE**  
 DATE: [REDACTED]

**NOTES**

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**Knox City Council  
RECEIVED  
06 JUL 2016  
PLANNING DEPARTMENT**

**LEGEND**

PROPOSED DEVELOPMENT

EXISTING DEVELOPMENT

EXISTING DRIVE

EXISTING SIDEWALK

EXISTING CURB

EXISTING DRIVEWAY

EXISTING DRIVEWAY CURB

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**PROJECT**  
PROPOSED DEVELOPMENT  
1000 S. BIRCH AVE.  
KNOX, TN

**PROPOSED SITE PLAN**

**select architects**

1000 S. BIRCH AVE.  
KNOX, TN 37902

PROJECT NO. 15-001

DATE: 06/01/16

SCALE: AS SHOWN

BY: JLD

CHECKED: JLD

DATE: 06/01/16

PROJECT NO. 15-001

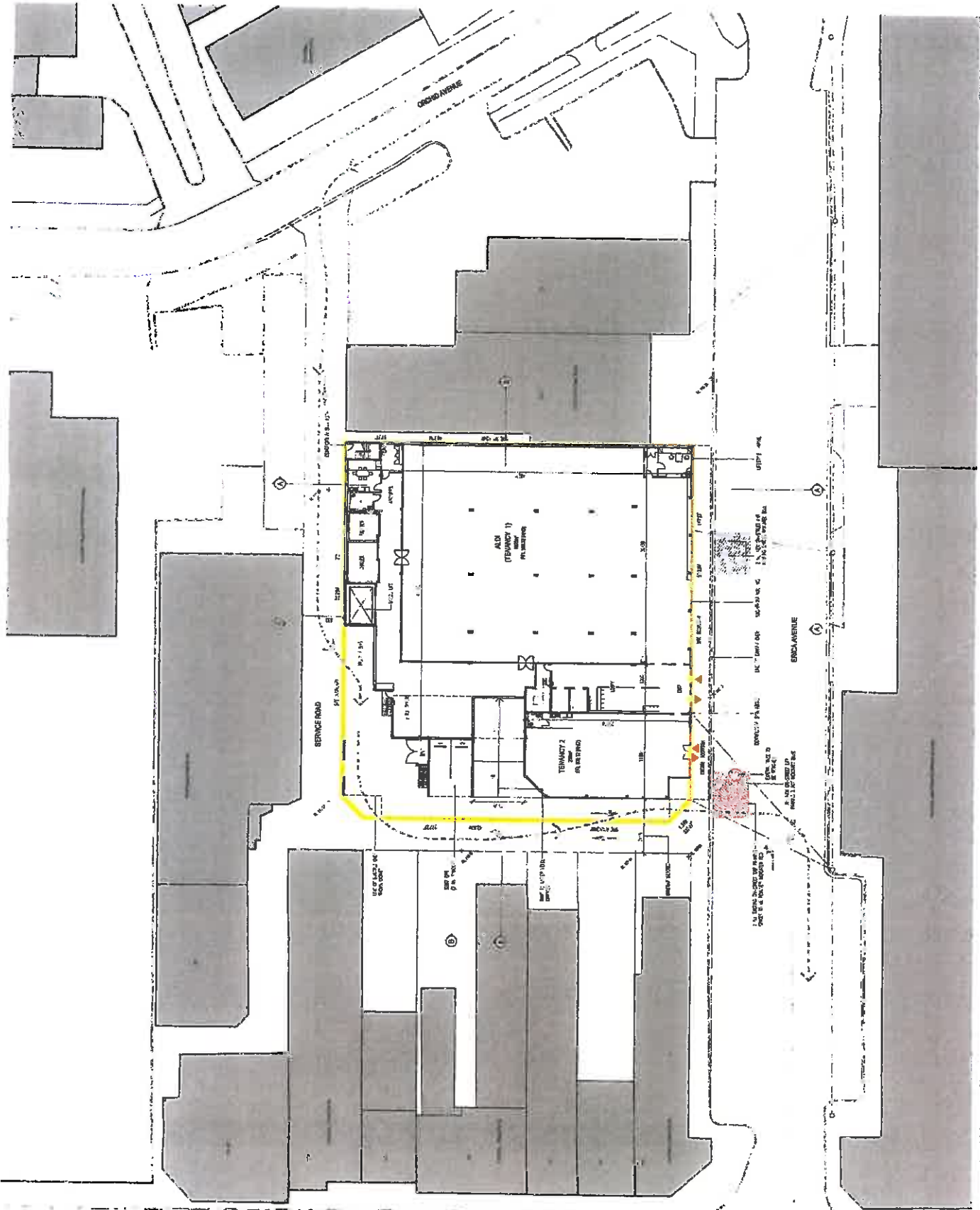
DATE: 06/01/16

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BY: JLD

CHECKED: JLD

DATE: 06/01/16



**PROPOSED SITE PLAN**

**NOTES**

1. ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE 2015 INTERNATIONAL MECHANICAL CODE (IMC) AND THE 2015 INTERNATIONAL PLUMBING CODE (IPC).
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE LOCAL JURISDICTION.
3. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AT ALL TIMES.
4. THE CONTRACTOR SHALL PROTECT ALL EXISTING UTILITIES AND STRUCTURES.
5. THE CONTRACTOR SHALL MAINTAIN RECORD DRAWINGS THROUGHOUT THE PROJECT.
6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY INSURANCE COVERAGE.
7. THE CONTRACTOR SHALL MAINTAIN A SAFE WORKING ENVIRONMENT AT ALL TIMES.
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21. THE CONTRACTOR SHALL MAINTAIN RECORD DRAWINGS THROUGHOUT THE PROJECT.
22. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY INSURANCE COVERAGE.
23. THE CONTRACTOR SHALL MAINTAIN A SAFE WORKING ENVIRONMENT AT ALL TIMES.
24. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY ACCESS TO ALL ADJACENT PROPERTIES.
25. THE CONTRACTOR SHALL MAINTAIN RECORD DRAWINGS THROUGHOUT THE PROJECT.

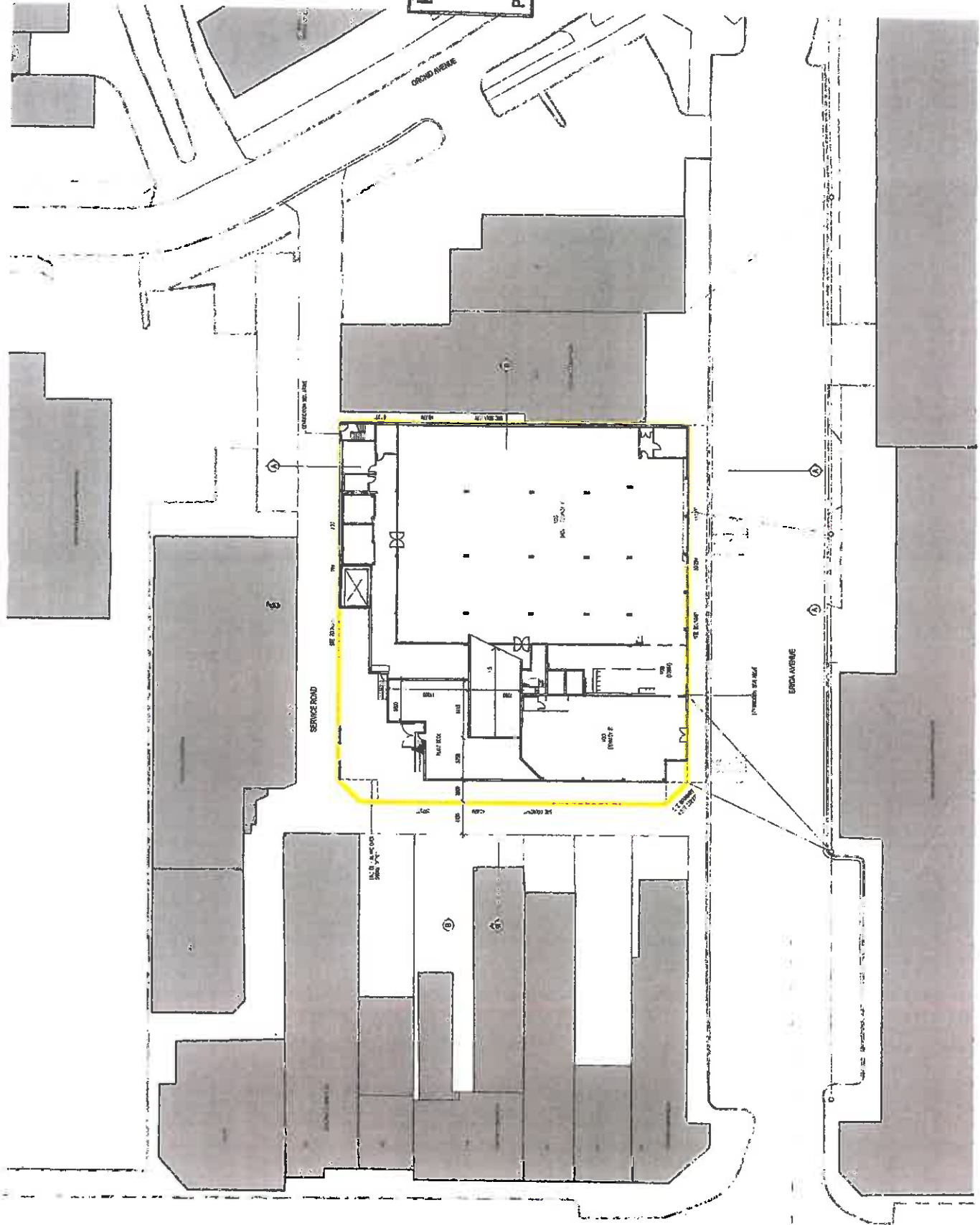
**Knox City Council**  
**RECEIVED**  
**06 JUL 2016**  
**PLANNING DEPARTMENT**

select architects  
 ARCHITECTS & ENGINEERS



**select architects**  
 ARCHITECTS & ENGINEERS  
 141 E. BROADWAY  
 KNOX, TN 37902  
 PH: 615.625.1111  
 FAX: 615.625.1112  
 WWW.SELECTARCHITECTS.COM

NO.	DATE	BY
01	06/23/16	MM
02	07/06/16	MM
03	07/06/16	MM
04	07/06/16	MM
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99	07/06/16	MM
100	07/06/16	MM



PROPOSED REFRIGERATION PLANT DECK PLAN  
 SCALE 1/8" = 1'-0"

**NOTES**

1. All work to be done in accordance with the City of Knoxville Comprehensive Zoning Ordinance.
2. All work to be done in accordance with the City of Knoxville Planning Department's Design Guidelines.
3. All work to be done in accordance with the City of Knoxville Planning Department's Design Guidelines.
4. All work to be done in accordance with the City of Knoxville Planning Department's Design Guidelines.
5. All work to be done in accordance with the City of Knoxville Planning Department's Design Guidelines.
6. All work to be done in accordance with the City of Knoxville Planning Department's Design Guidelines.
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8. All work to be done in accordance with the City of Knoxville Planning Department's Design Guidelines.
9. All work to be done in accordance with the City of Knoxville Planning Department's Design Guidelines.
10. All work to be done in accordance with the City of Knoxville Planning Department's Design Guidelines.

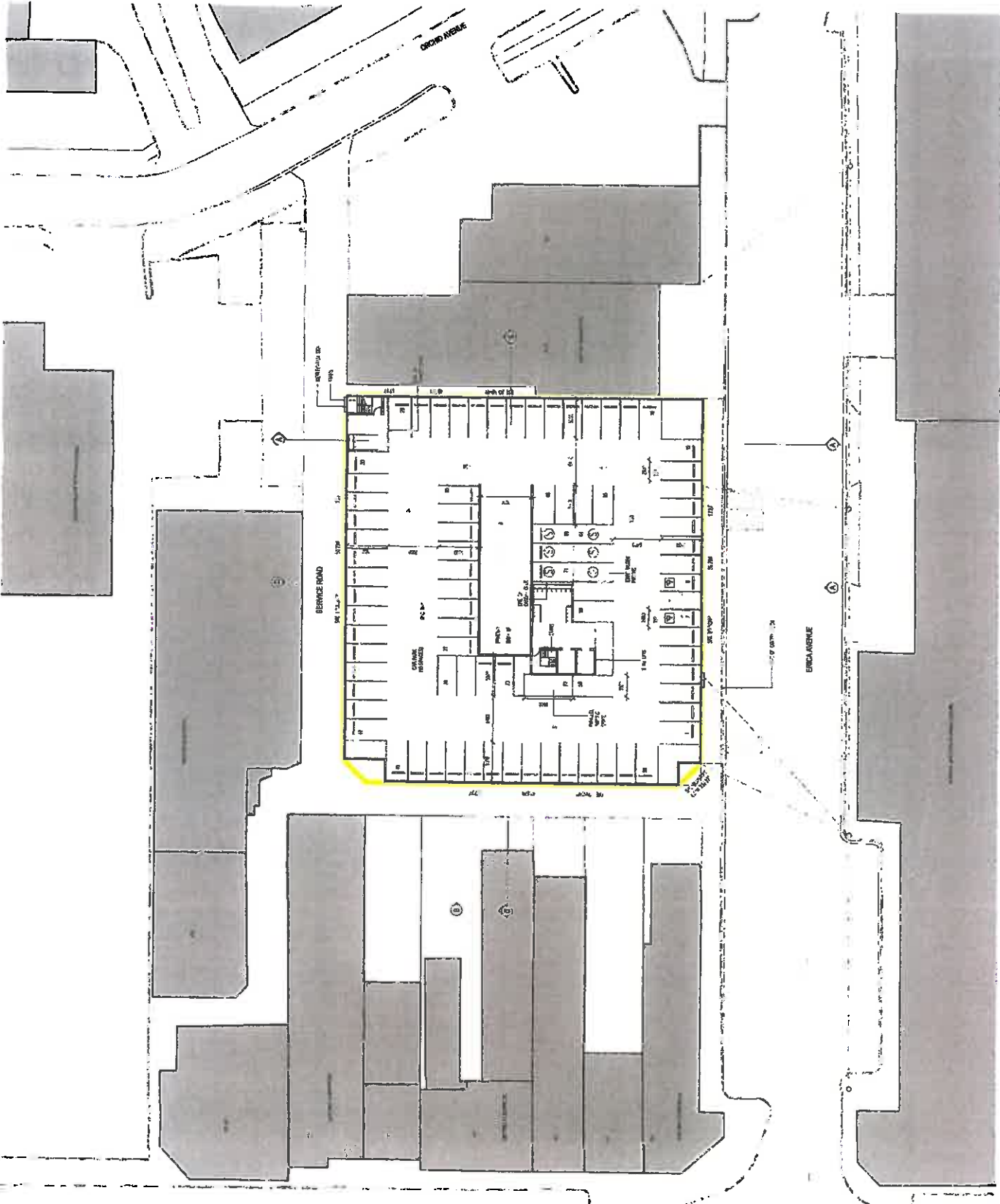
**Knox City Council**  
**RECEIVED**  
 06 JUL 2016  
**PLANNING DEPARTMENT**

PLANNING DEPARTMENT  
 200 MARKET STREET, SUITE 200  
 KNOXVILLE, TN 37902  
 (615) 528-2000



PLANNING DEPARTMENT  
 200 MARKET STREET, SUITE 200  
 KNOXVILLE, TN 37902  
 (615) 528-2000

**Project:** PROPOSED UPPER LEVEL CARPARK  
**Client:** PROPOSED UPPER LEVEL CARPARK  
**Location:** 1001 CHERRY STREET, KNOXVILLE, TN 37902  
**Project No.:** 1001 CHERRY STREET, KNOXVILLE, TN 37902  
**Date:** 06 JUL 2016  
**Scale:** 1/8" = 1'-0"



PROPOSED UPPER LEVEL CARPARK  
 SCALE 1/8" = 1'-0"

**NOTES**

1. All work shall be in accordance with the current edition of the International Building Code (IBC) and the International Residential Code (IRC) unless otherwise noted.

2. All work shall be in accordance with the current edition of the International Mechanical Code (IMC) and the International Fuel Gas Code (IFGC) unless otherwise noted.

3. All work shall be in accordance with the current edition of the International Electrical Code (IEC) unless otherwise noted.

4. All work shall be in accordance with the current edition of the International Plumbing Code (IPC) unless otherwise noted.

5. All work shall be in accordance with the current edition of the International Fire Code (IFC) unless otherwise noted.

6. All work shall be in accordance with the current edition of the International Energy Conservation Code (IECC) unless otherwise noted.

7. All work shall be in accordance with the current edition of the International Code of Building Officials (ICBO) unless otherwise noted.

8. All work shall be in accordance with the current edition of the International Association of Building Officials (IABO) unless otherwise noted.

9. All work shall be in accordance with the current edition of the International Association of Fire Marshals (IAFM) unless otherwise noted.

10. All work shall be in accordance with the current edition of the International Association of Chiefs of Police (IACP) unless otherwise noted.

11. All work shall be in accordance with the current edition of the International Association of Public Administrators (IAPAs) unless otherwise noted.

12. All work shall be in accordance with the current edition of the International Association of Police Chiefs (IAPC) unless otherwise noted.

13. All work shall be in accordance with the current edition of the International Association of Fire Chiefs (IAFC) unless otherwise noted.

14. All work shall be in accordance with the current edition of the International Association of Building Officials (IABO) unless otherwise noted.

15. All work shall be in accordance with the current edition of the International Association of Fire Marshals (IAFM) unless otherwise noted.

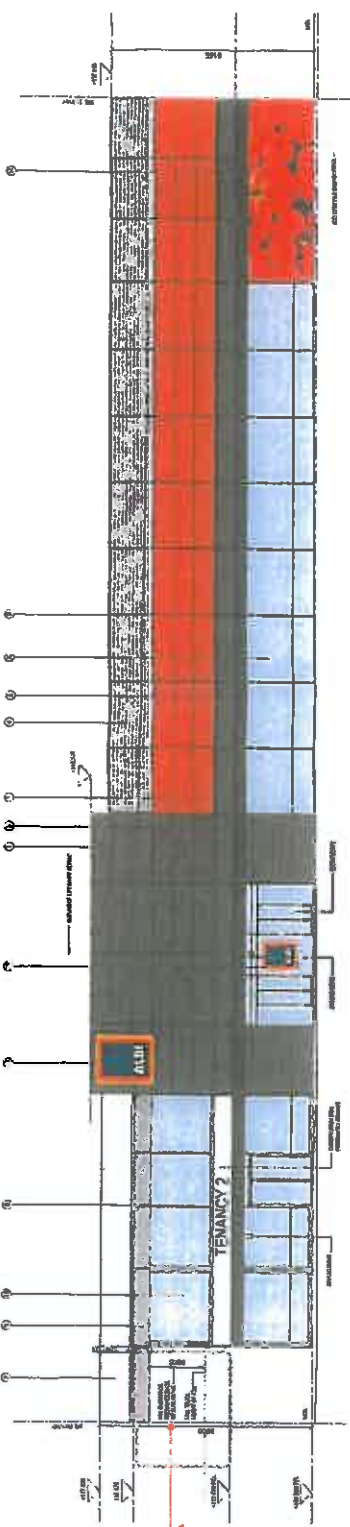
16. All work shall be in accordance with the current edition of the International Association of Chiefs of Police (IACP) unless otherwise noted.

17. All work shall be in accordance with the current edition of the International Association of Public Administrators (IAPAs) unless otherwise noted.

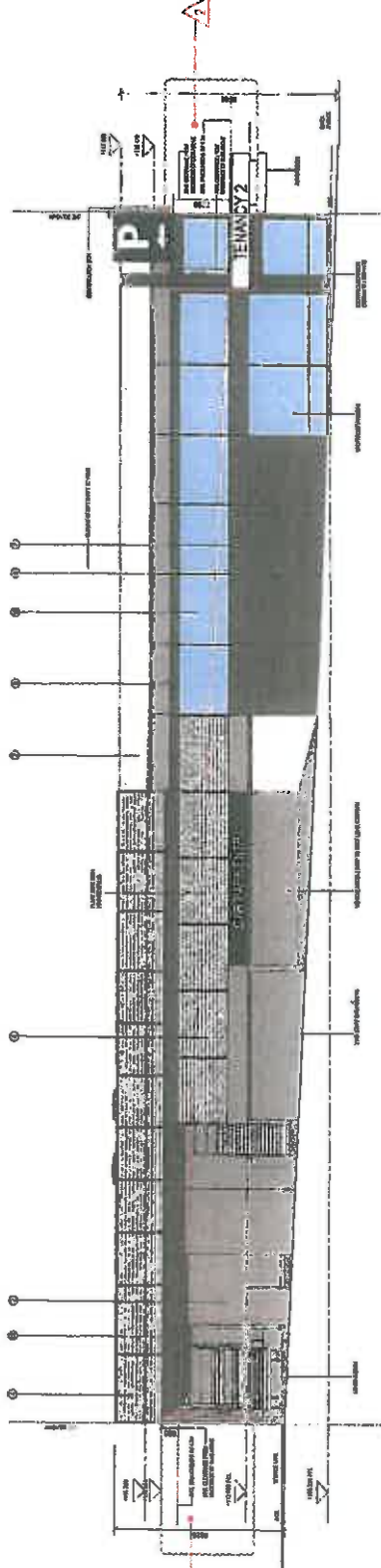
18. All work shall be in accordance with the current edition of the International Association of Police Chiefs (IAPC) unless otherwise noted.

19. All work shall be in accordance with the current edition of the International Association of Fire Chiefs (IAFC) unless otherwise noted.

20. All work shall be in accordance with the current edition of the International Association of Building Officials (IABO) unless otherwise noted.



PROPOSED ELEVATION A - SOUTH EAST TERICA AVENUE  
SCALE 1/100



PROPOSED ELEVATION B - SOUTH WEST SERVICE ROAD  
SCALE 1/100

**Knox City Council**  
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06 JUL 2016  
**PLANNING DEPARTMENT**

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KNOX CITY COUNCIL  
PLANNING DEPARTMENT



ARCHITECT  
ALM CROSS  
# LIMITED PARTNERSHIP  
141 ERMA AVENUE  
BIRMINGHAM, TN  
ARCHITECTS  
SHEET 1

**select architects**  
141 ERMA AVENUE  
BIRMINGHAM, TN 37604  
PH: 615.363.1100  
WWW.SELECTARCHITECTS.COM

DATE: AUGUST 2015  
PROJECT: TR-06  
SHEET: C

1. EXISTING CONDITIONS - EXISTING GROUND	11. EXISTING CONDITIONS - EXISTING GROUND
2. EXISTING CONDITIONS - EXISTING GROUND	12. EXISTING CONDITIONS - EXISTING GROUND
3. EXISTING CONDITIONS - EXISTING GROUND	13. EXISTING CONDITIONS - EXISTING GROUND
4. EXISTING CONDITIONS - EXISTING GROUND	14. EXISTING CONDITIONS - EXISTING GROUND
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8. EXISTING CONDITIONS - EXISTING GROUND	18. EXISTING CONDITIONS - EXISTING GROUND
9. EXISTING CONDITIONS - EXISTING GROUND	19. EXISTING CONDITIONS - EXISTING GROUND
10. EXISTING CONDITIONS - EXISTING GROUND	20. EXISTING CONDITIONS - EXISTING GROUND

**NOTES**

1. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE KNOX COUNTY ZONING ORDINANCES AND THE KNOX COUNTY SUBDIVISION ORDINANCES.

2. THE PROPOSED DEVELOPMENT SHALL BE IN ACCORDANCE WITH THE KNOX COUNTY ZONING ORDINANCES AND THE KNOX COUNTY SUBDIVISION ORDINANCES.

3. THE PROPOSED DEVELOPMENT SHALL BE IN ACCORDANCE WITH THE KNOX COUNTY ZONING ORDINANCES AND THE KNOX COUNTY SUBDIVISION ORDINANCES.

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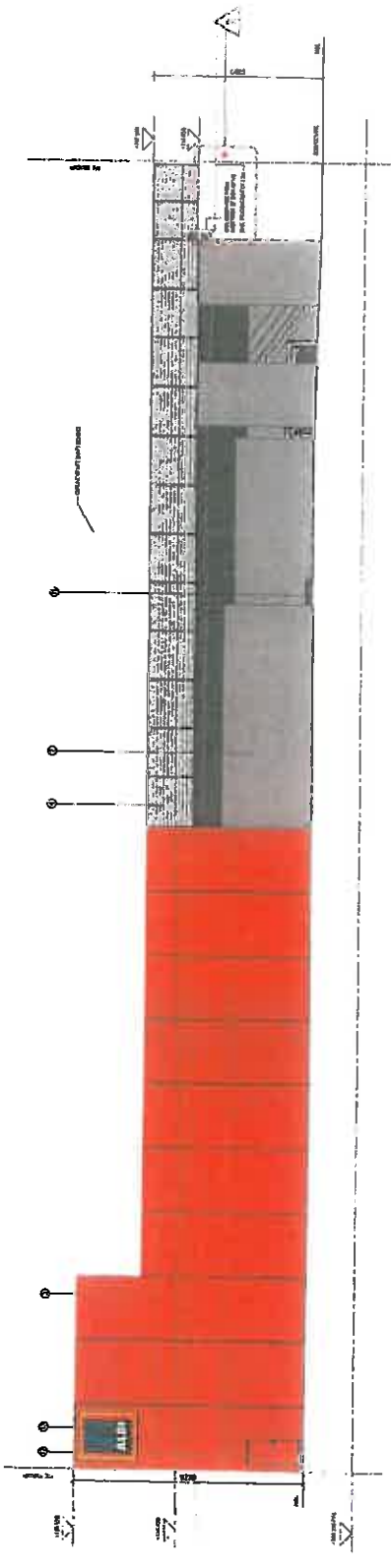
16. THE PROPOSED DEVELOPMENT SHALL BE IN ACCORDANCE WITH THE KNOX COUNTY ZONING ORDINANCES AND THE KNOX COUNTY SUBDIVISION ORDINANCES.

17. THE PROPOSED DEVELOPMENT SHALL BE IN ACCORDANCE WITH THE KNOX COUNTY ZONING ORDINANCES AND THE KNOX COUNTY SUBDIVISION ORDINANCES.

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20. THE PROPOSED DEVELOPMENT SHALL BE IN ACCORDANCE WITH THE KNOX COUNTY ZONING ORDINANCES AND THE KNOX COUNTY SUBDIVISION ORDINANCES.



**Knox City Council**  
**RECEIVED**  
 06 JUL 2016  
**PLANNING DEPARTMENT**



**select architect's**

1000 WEST MAIN STREET, SUITE 100  
 KNOX, TN 37902  
 TEL: 865.524.1111  
 FAX: 865.524.1112  
 WWW.SELECTARCHITECTS.COM

**PROPOSED RETAIL DEVELOPMENT**  
 1000 WEST MAIN STREET  
 KNOX, TN  
 PROPOSED ELEVATIONS  
 SHEET 1

**DATE:** 06/03/16  
**SCALE:** 1/8" = 1'-0"  
**PROJECT NO.:** 15119  
**DATE:** 06/03/16  
**PROJECT NO.:** 15119  
**DATE:** 06/03/16

MATERIAL SCHEDULE
1. EXTERIOR WALLS - BRICK
2. EXTERIOR WALLS - CONCRETE
3. EXTERIOR WALLS - STUCCO
4. EXTERIOR WALLS - METAL PANELS
5. EXTERIOR WALLS - GLASS
6. EXTERIOR WALLS - WOOD
7. EXTERIOR WALLS - OTHER
8. EXTERIOR WALLS - UNFINISHED
9. EXTERIOR WALLS - FINISHED
10. EXTERIOR WALLS - OTHER
11. EXTERIOR WALLS - UNFINISHED
12. EXTERIOR WALLS - FINISHED
13. EXTERIOR WALLS - OTHER
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15. EXTERIOR WALLS - FINISHED
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96. EXTERIOR WALLS - FINISHED
97. EXTERIOR WALLS - OTHER
98. EXTERIOR WALLS - UNFINISHED
99. EXTERIOR WALLS - FINISHED
100. EXTERIOR WALLS - OTHER

PROPOSED ELEVATION C - NORTH WEST (SERVICE ROAD)  
 SCALE: 1/8" = 1'-0"

**NOTES**

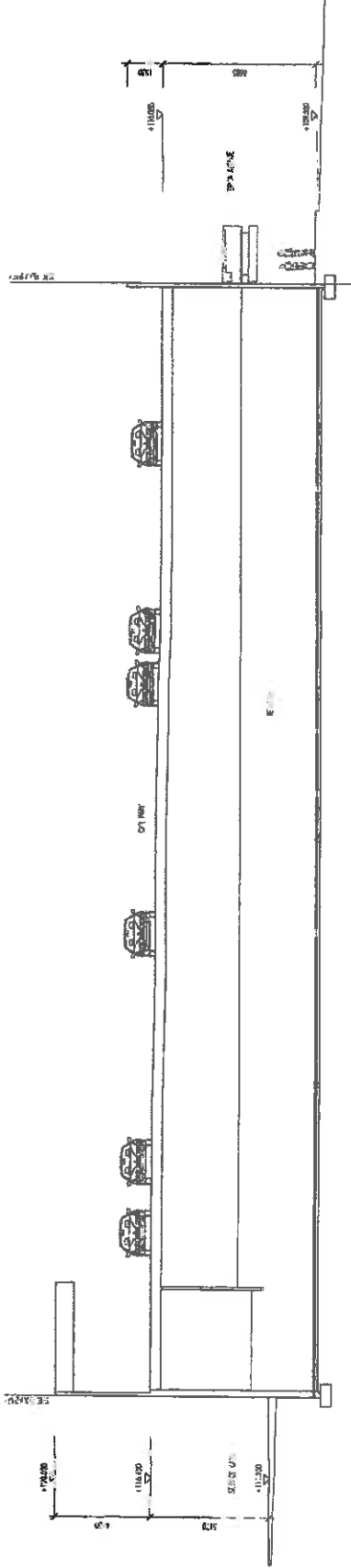
1. All dimensions are in feet and inches unless otherwise noted.
2. All elevations are in feet unless otherwise noted.
3. All materials are to be as specified in the contract documents.
4. All work is to be in accordance with the current edition of the International Building Code (IBC) and the current edition of the International Residential Code (IRC).
5. All work is to be in accordance with the current edition of the International Mechanical Code (IMC) and the current edition of the International Plumbing Code (IPC).
6. All work is to be in accordance with the current edition of the International Fire Code (IFC) and the current edition of the International Electrical Code (IEC).
7. All work is to be in accordance with the current edition of the International Energy Conservation Code (IECC).
8. All work is to be in accordance with the current edition of the International Fire and Safety Code (IFSC).
9. All work is to be in accordance with the current edition of the International Fire and Safety Code (IFSC).
10. All work is to be in accordance with the current edition of the International Fire and Safety Code (IFSC).

**Knox City Council**  
**RECEIVED**  
**08 JUL 2016**  
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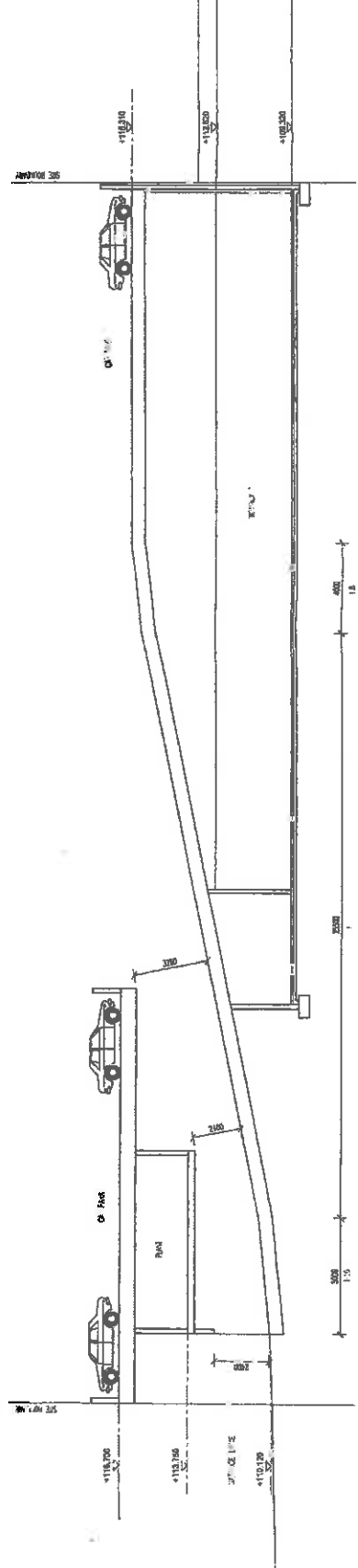
DESIGN	ARCHITECTURE
--------	--------------

**ALPACOS**  
 (A LIMITED PARTNERSHIP)  
 PROJECT: PROPOSED METAL DEVELOPMENT  
 141 E. MAIN ST.  
 KNOX, TN

**select architects**  
 1000 N. MAIN ST.  
 KNOX, TN 37903  
 AUGUST 2015  
 PROJECT NO. 150



(A-A) PROPOSED SECTION A-A  
 SCALE: 1/8"=1'-0"



(B-B) PROPOSED SECTION B-B  
 SCALE: 1/8"=1'-0"



**NOTES**

1. ALL DIMENSIONS ARE IN FEET AND INCHES UNLESS OTHERWISE NOTED.

2. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.

3. ALL DIMENSIONS ARE TO CENTERLINE UNLESS OTHERWISE NOTED.

4. ALL DIMENSIONS ARE TO THE CENTERLINE OF THE ROAD UNLESS OTHERWISE NOTED.

5. ALL DIMENSIONS ARE TO THE CENTERLINE OF THE SIDEWALK UNLESS OTHERWISE NOTED.

6. ALL DIMENSIONS ARE TO THE CENTERLINE OF THE CURB UNLESS OTHERWISE NOTED.

7. ALL DIMENSIONS ARE TO THE CENTERLINE OF THE DRIVE UNLESS OTHERWISE NOTED.

8. ALL DIMENSIONS ARE TO THE CENTERLINE OF THE ALLEY UNLESS OTHERWISE NOTED.

9. ALL DIMENSIONS ARE TO THE CENTERLINE OF THE LOT UNLESS OTHERWISE NOTED.

10. ALL DIMENSIONS ARE TO THE CENTERLINE OF THE BLOCK UNLESS OTHERWISE NOTED.

11. ALL DIMENSIONS ARE TO THE CENTERLINE OF THE CITY UNLESS OTHERWISE NOTED.

12. ALL DIMENSIONS ARE TO THE CENTERLINE OF THE STATE UNLESS OTHERWISE NOTED.

13. ALL DIMENSIONS ARE TO THE CENTERLINE OF THE COUNTRY UNLESS OTHERWISE NOTED.

14. ALL DIMENSIONS ARE TO THE CENTERLINE OF THE UNIVERSE UNLESS OTHERWISE NOTED.

15. ALL DIMENSIONS ARE TO THE CENTERLINE OF THE GOD UNLESS OTHERWISE NOTED.

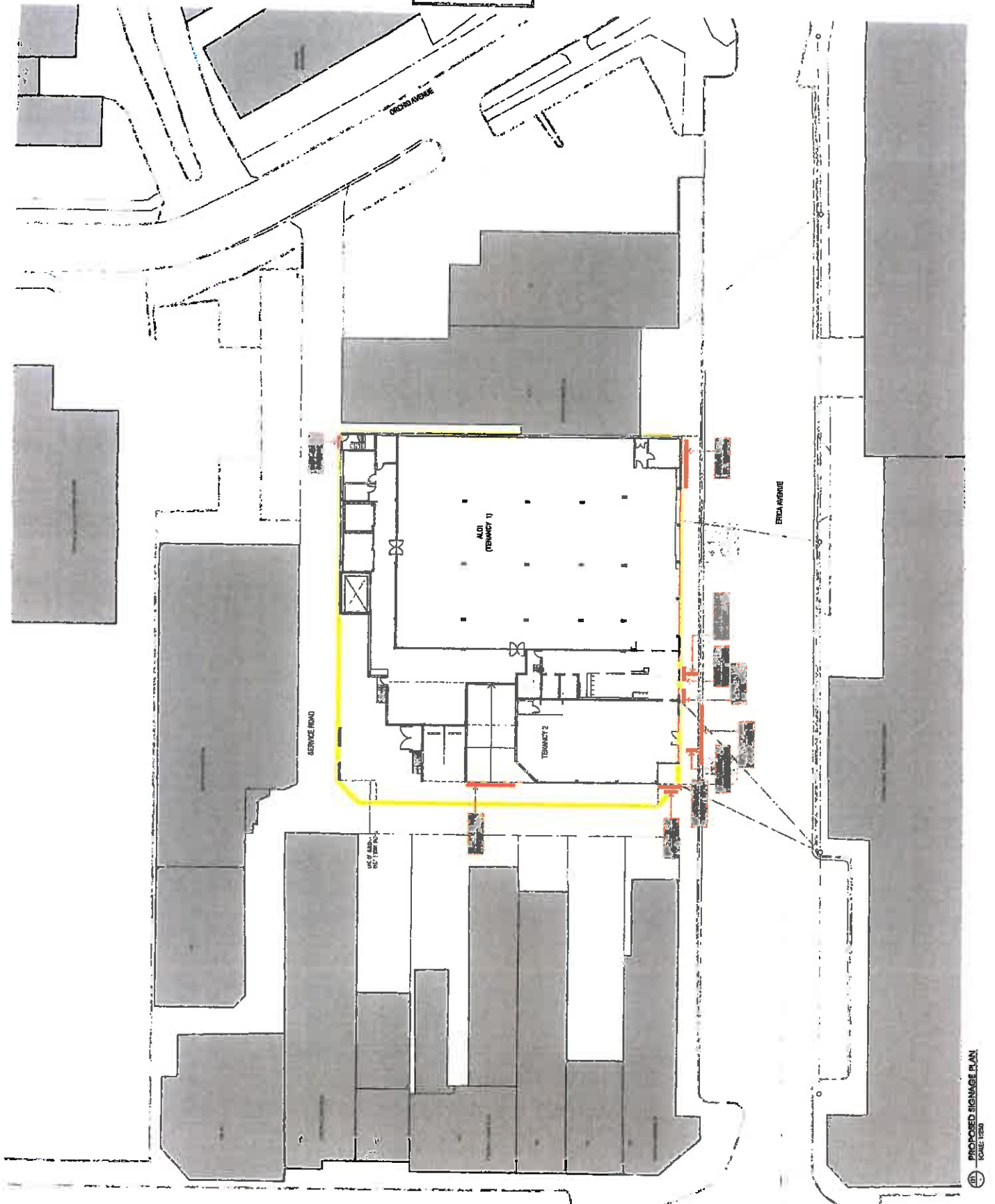
**Knox City Council**  
**RECEIVED**  
**06 JUL 2016**  
**PLANNING DEPARTMENT**

SELECT ARCHITECTS  
 1000 N. W. 10th St.  
 Fort Lauderdale, FL 33304



**select architects**  
 ARCHITECTS  
 1000 N. W. 10th St.  
 Fort Lauderdale, FL 33304  
 PHONE: (954) 571-1111  
 FAX: (954) 571-1112  
 WWW: www.selectarchitects.com

DATE	DESCRIPTION
05/15/16	PRELIMINARY PLAN
06/01/16	FINAL PLAN
06/01/16	AS-BUILT PLAN
06/01/16	CONSTRUCTION PLAN
06/01/16	FINAL AS-BUILT PLAN



**PROPOSED SIGNAGE PLAN**  
 SCALE: 1/8"=1'-0"

**NOTES**

1. ALL DIMENSIONS UNLESS OTHERWISE NOTED ARE IN FEET AND INCHES. DIMENSIONS IN PARENTHESES ARE FOR INFORMATION ONLY.

2. ALL MATERIALS AND FINISHES TO BE APPROVED BY THE CITY ENGINEER AND THE CITY PLANNING DEPARTMENT.

3. ALL SIGNAGE TO BE INSTALLED IN ACCORDANCE WITH THE CITY SIGNAGE REGULATIONS.

4. ALL SIGNAGE TO BE MAINTAINED IN GOOD REPAIR AT ALL TIMES.

5. ALL SIGNAGE TO BE REMOVED AT THE END OF THE PROJECT.

6. ALL SIGNAGE TO BE INSTALLED WITHIN THE SPECIFIED TIME FRAME.

7. ALL SIGNAGE TO BE INSTALLED WITHIN THE SPECIFIED BUDGET.

8. ALL SIGNAGE TO BE INSTALLED WITHIN THE SPECIFIED LOCATION.

9. ALL SIGNAGE TO BE INSTALLED WITHIN THE SPECIFIED HEIGHT.

10. ALL SIGNAGE TO BE INSTALLED WITHIN THE SPECIFIED DISTANCE FROM THE CURB.

11. ALL SIGNAGE TO BE INSTALLED WITHIN THE SPECIFIED DISTANCE FROM THE BUILDING.

12. ALL SIGNAGE TO BE INSTALLED WITHIN THE SPECIFIED DISTANCE FROM THE STREET.

13. ALL SIGNAGE TO BE INSTALLED WITHIN THE SPECIFIED DISTANCE FROM THE SIDEWALK.

14. ALL SIGNAGE TO BE INSTALLED WITHIN THE SPECIFIED DISTANCE FROM THE PARKING LOT.

15. ALL SIGNAGE TO BE INSTALLED WITHIN THE SPECIFIED DISTANCE FROM THE DRIVEWAY.

16. ALL SIGNAGE TO BE INSTALLED WITHIN THE SPECIFIED DISTANCE FROM THE ENTRANCE.

17. ALL SIGNAGE TO BE INSTALLED WITHIN THE SPECIFIED DISTANCE FROM THE EXIT.

18. ALL SIGNAGE TO BE INSTALLED WITHIN THE SPECIFIED DISTANCE FROM THE STAIRS.

19. ALL SIGNAGE TO BE INSTALLED WITHIN THE SPECIFIED DISTANCE FROM THE ELEVATOR.

20. ALL SIGNAGE TO BE INSTALLED WITHIN THE SPECIFIED DISTANCE FROM THE RECEPTION AREA.

21. ALL SIGNAGE TO BE INSTALLED WITHIN THE SPECIFIED DISTANCE FROM THE WAITING AREA.

22. ALL SIGNAGE TO BE INSTALLED WITHIN THE SPECIFIED DISTANCE FROM THE CHECKOUT AREA.

23. ALL SIGNAGE TO BE INSTALLED WITHIN THE SPECIFIED DISTANCE FROM THE CASHIER AREA.

24. ALL SIGNAGE TO BE INSTALLED WITHIN THE SPECIFIED DISTANCE FROM THE SERVICE AREA.

25. ALL SIGNAGE TO BE INSTALLED WITHIN THE SPECIFIED DISTANCE FROM THE RESTROOM AREA.

26. ALL SIGNAGE TO BE INSTALLED WITHIN THE SPECIFIED DISTANCE FROM THE OFFICE AREA.

27. ALL SIGNAGE TO BE INSTALLED WITHIN THE SPECIFIED DISTANCE FROM THE STORAGE AREA.

28. ALL SIGNAGE TO BE INSTALLED WITHIN THE SPECIFIED DISTANCE FROM THE LOADING DOCK.

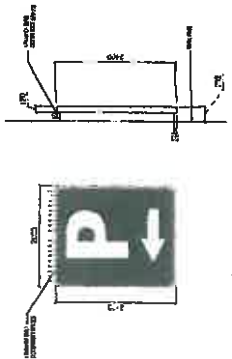
29. ALL SIGNAGE TO BE INSTALLED WITHIN THE SPECIFIED DISTANCE FROM THE TRUCK AREA.

30. ALL SIGNAGE TO BE INSTALLED WITHIN THE SPECIFIED DISTANCE FROM THE DRIVEWAY.

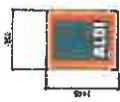
**Knox City Council**  
**RECEIVED**  
 06 JUL 2016  
**PLANNING DEPARTMENT**

select architects

OWNER	ALDI STORES
DESIGNER	PLANNED PARTNERSHIP
PROJECT	PROPOSED RETAIL SIG. EQUIPMENT
LOCATION	111 BRICK LANE SEVENVA, VA
DATE	PROPOSED SOURCE DETAILS
SCALE	AS SHOWN
DATE	06/01/16
BY	AMBERT 2865
CHECKED BY	TP
DATE	06/01/16
PROJECT NO.	TP-10
DATE	06/01/16



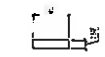
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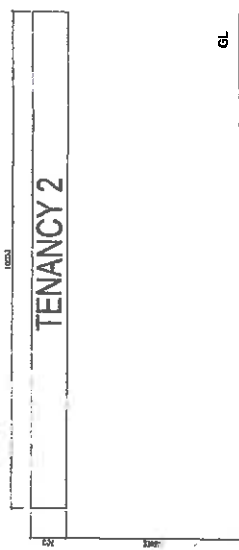
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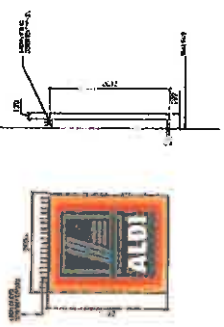
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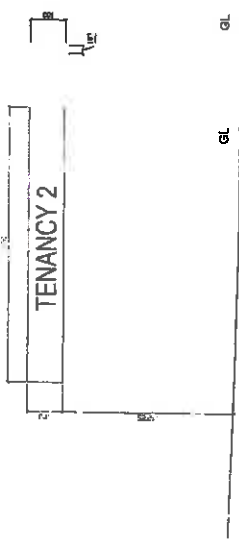
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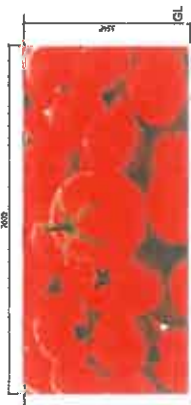
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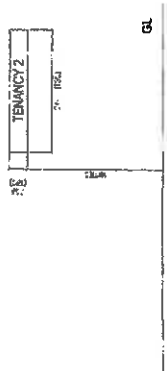
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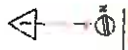
**NOTES**

1. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
2. ALL WALLS ARE 12" THICK UNLESS NOTED OTHERWISE.
3. ALL DOORS ARE 36" WIDE UNLESS NOTED OTHERWISE.
4. ALL WINDOWS ARE 60" WIDE UNLESS NOTED OTHERWISE.
5. ALL FLOORS ARE 4" CONCRETE ON 8" G.C. UNLESS NOTED OTHERWISE.
6. ALL ROOFS ARE 4" POLYSTYRENE INSULATION ON 8" G.C. UNLESS NOTED OTHERWISE.
7. ALL CEILING ARE 8' HIGH UNLESS NOTED OTHERWISE.
8. ALL MECHANICAL SYSTEMS ARE TO BE INSTALLED IN THE ATTIC UNLESS NOTED OTHERWISE.
9. ALL ELECTRICAL SYSTEMS ARE TO BE INSTALLED IN THE ATTIC UNLESS NOTED OTHERWISE.
10. ALL SANITARY SYSTEMS ARE TO BE INSTALLED IN THE ATTIC UNLESS NOTED OTHERWISE.
11. ALL FINISHES ARE TO BE AS NOTED ON THE FINISH SCHEDULE UNLESS NOTED OTHERWISE.
12. ALL MATERIALS ARE TO BE AS NOTED ON THE MATERIAL SCHEDULE UNLESS NOTED OTHERWISE.
13. ALL WORK IS TO BE IN ACCORDANCE WITH THE 2012 INTERNATIONAL RESIDENTIAL CODE BOOK UNLESS NOTED OTHERWISE.
14. ALL WORK IS TO BE IN ACCORDANCE WITH THE 2012 INTERNATIONAL MECHANICAL AND ELECTRICAL PLUMBING CODE BOOK UNLESS NOTED OTHERWISE.
15. ALL WORK IS TO BE IN ACCORDANCE WITH THE 2012 INTERNATIONAL FIRE AND SAFETY CODE UNLESS NOTED OTHERWISE.
16. ALL WORK IS TO BE IN ACCORDANCE WITH THE 2012 INTERNATIONAL BUILDING DEPARTMENT CODE UNLESS NOTED OTHERWISE.
17. ALL WORK IS TO BE IN ACCORDANCE WITH THE 2012 INTERNATIONAL ENERGY CONSERVATION CODE UNLESS NOTED OTHERWISE.
18. ALL WORK IS TO BE IN ACCORDANCE WITH THE 2012 INTERNATIONAL SMOKE AND ALARM CODE UNLESS NOTED OTHERWISE.
19. ALL WORK IS TO BE IN ACCORDANCE WITH THE 2012 INTERNATIONAL ACCESSIBILITY STANDARDS AND GUIDELINES UNLESS NOTED OTHERWISE.
20. ALL WORK IS TO BE IN ACCORDANCE WITH THE 2012 INTERNATIONAL GREEN BUILDING CONVENTIONS AND PRACTICES UNLESS NOTED OTHERWISE.

PROPERTY DESCRIPTION	DATE
NO. 1000	10/1/15
NO. 1001	10/1/15
NO. 1002	10/1/15
NO. 1003	10/1/15
NO. 1004	10/1/15
NO. 1005	10/1/15
NO. 1006	10/1/15
NO. 1007	10/1/15
NO. 1008	10/1/15
NO. 1009	10/1/15
NO. 1010	10/1/15

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**06 JUL 2016**  
**PLANNING DEPARTMENT**

REVISIONS:  
 1. REVISED FOR SUBMITTAL

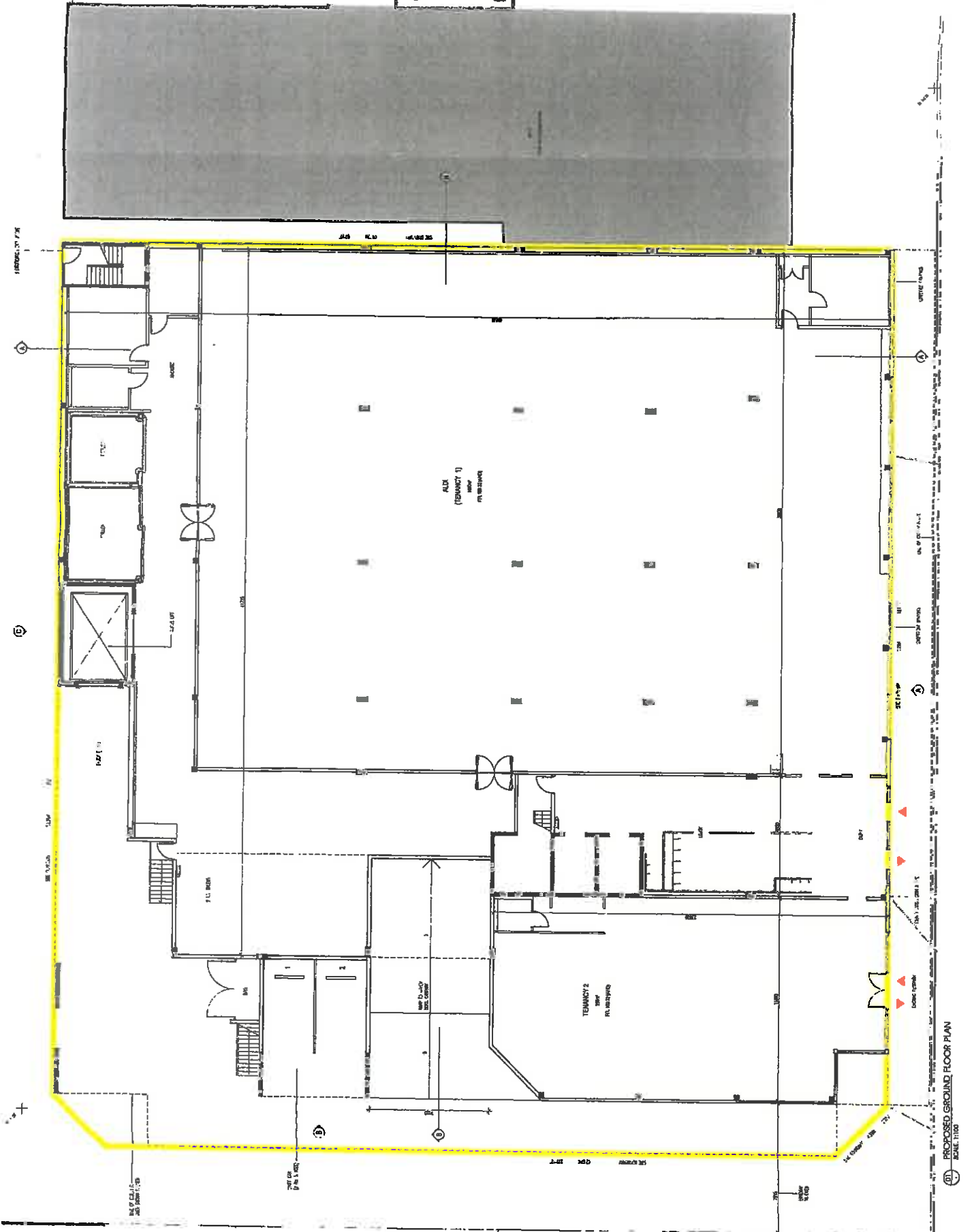


**select architects**  
 1001 N. MARKET ST. SUITE 100  
 KNOX, TN 37902  
 (615) 525-8800  
 www.selectarchitects.com

PROJECT: PROPOSED RETAIL DEVELOPMENT  
 425 SOUTH AVENUE  
 KNOX, TN

PREPARED: GROUND FLOOR PLAN

DATE	BY	REVISION
10/1/15	JM	1.0
10/1/15	JM	1.1
10/1/15	JM	1.2
10/1/15	JM	1.3
10/1/15	JM	1.4
10/1/15	JM	1.5
10/1/15	JM	1.6
10/1/15	JM	1.7
10/1/15	JM	1.8
10/1/15	JM	1.9
10/1/15	JM	1.10
10/1/15	JM	1.11



**(A) PROPOSED GROUND FLOOR PLAN**  
 SCALE: 1/8"=1'-0"

**NOTES**

1. ALL WORK SHALL BE IN ACCORDANCE WITH THE CITY OF KNOX PLANNING DEPARTMENT REGULATIONS AND ORDINANCES.

2. THE PROPOSED WORK SHALL BE IN ACCORDANCE WITH THE CITY OF KNOX PLANNING DEPARTMENT REGULATIONS AND ORDINANCES.

3. THE PROPOSED WORK SHALL BE IN ACCORDANCE WITH THE CITY OF KNOX PLANNING DEPARTMENT REGULATIONS AND ORDINANCES.

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10. THE PROPOSED WORK SHALL BE IN ACCORDANCE WITH THE CITY OF KNOX PLANNING DEPARTMENT REGULATIONS AND ORDINANCES.

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 06 JUL 2016  
**PLANNING DEPARTMENT**

**REVISION NOTES**

1. REVISION 1: [unclear]



**PLAN**

**PLAN NO.** 154

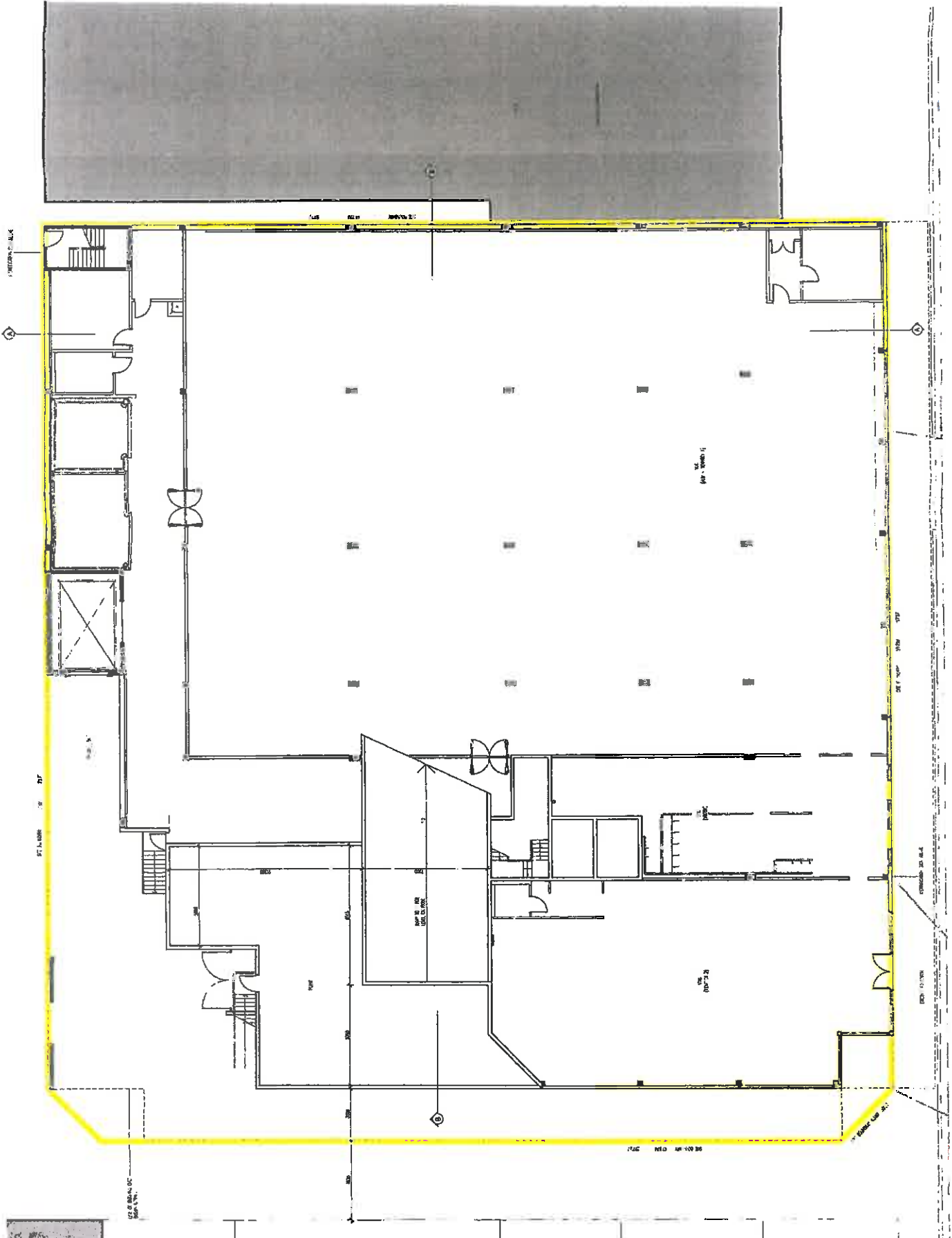
**PROJECT** PROPOSED RETAIL DEVELOPMENT  
 141 E. CHAMPLAIN  
 KNOXVILLE, TN

**PROPOSED REPRESENTATION BY DECK PLAN**

**select architects**

141 E. CHAMPLAIN  
 KNOXVILLE, TN 37902  
 615.252.1111  
 www.selectarchitects.com

**DATE** 06/01/16  
**BY** [unclear]  
**CHECKED** [unclear]  
**APPROVED** [unclear]  
**SCALE** 1/8" = 1'-0"



**PROPOSED REFRIGERATION PLANT DECK PLAN**  
 SCALE: 1/8" = 1'-0"

**NOTES**

1. GENERAL NOTES:  
 A. All work shall be in accordance with the latest edition of the International Building Code, unless otherwise specified.  
 B. All work shall be in accordance with the latest edition of the International Mechanical Code, unless otherwise specified.  
 C. All work shall be in accordance with the latest edition of the International Fire Code, unless otherwise specified.  
 D. All work shall be in accordance with the latest edition of the International Energy Conservation Code, unless otherwise specified.  
 E. All work shall be in accordance with the latest edition of the International Plumbing Code, unless otherwise specified.  
 F. All work shall be in accordance with the latest edition of the International Electrical Code, unless otherwise specified.  
 G. All work shall be in accordance with the latest edition of the International Fire and Safety Code, unless otherwise specified.  
 H. All work shall be in accordance with the latest edition of the International Fire and Safety Code, unless otherwise specified.  
 I. All work shall be in accordance with the latest edition of the International Fire and Safety Code, unless otherwise specified.  
 J. All work shall be in accordance with the latest edition of the International Fire and Safety Code, unless otherwise specified.  
 K. All work shall be in accordance with the latest edition of the International Fire and Safety Code, unless otherwise specified.  
 L. All work shall be in accordance with the latest edition of the International Fire and Safety Code, unless otherwise specified.  
 M. All work shall be in accordance with the latest edition of the International Fire and Safety Code, unless otherwise specified.  
 N. All work shall be in accordance with the latest edition of the International Fire and Safety Code, unless otherwise specified.  
 O. All work shall be in accordance with the latest edition of the International Fire and Safety Code, unless otherwise specified.  
 P. All work shall be in accordance with the latest edition of the International Fire and Safety Code, unless otherwise specified.  
 Q. All work shall be in accordance with the latest edition of the International Fire and Safety Code, unless otherwise specified.  
 R. All work shall be in accordance with the latest edition of the International Fire and Safety Code, unless otherwise specified.  
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 U. All work shall be in accordance with the latest edition of the International Fire and Safety Code, unless otherwise specified.  
 V. All work shall be in accordance with the latest edition of the International Fire and Safety Code, unless otherwise specified.  
 W. All work shall be in accordance with the latest edition of the International Fire and Safety Code, unless otherwise specified.  
 X. All work shall be in accordance with the latest edition of the International Fire and Safety Code, unless otherwise specified.  
 Y. All work shall be in accordance with the latest edition of the International Fire and Safety Code, unless otherwise specified.  
 Z. All work shall be in accordance with the latest edition of the International Fire and Safety Code, unless otherwise specified.

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**06 JUL 2016**  
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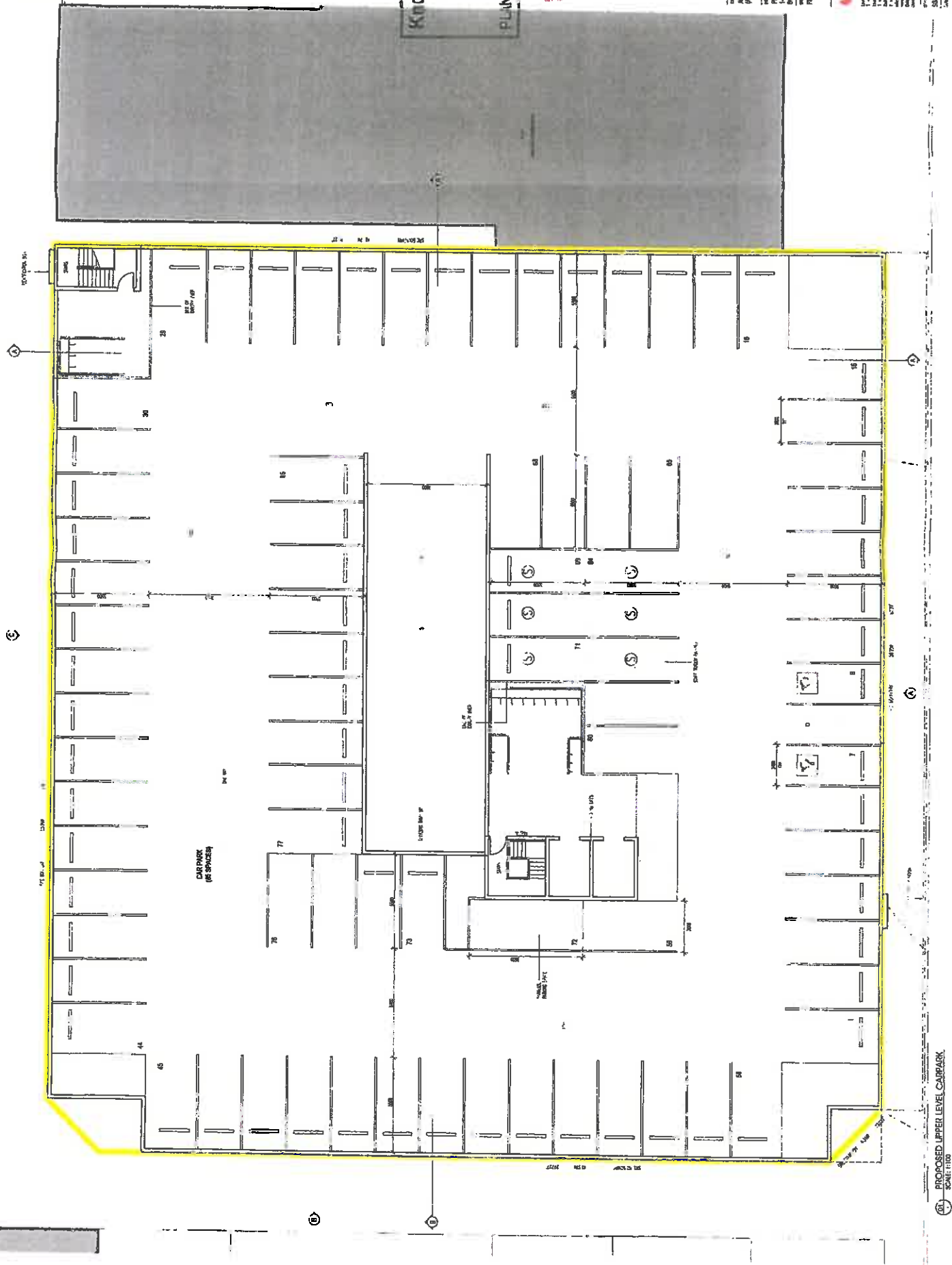
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 KNOX COUNTY GOVERNMENT



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 (615) 582-1111  
 www.albinoarchitects.com

**espect architects**  
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 KNOX, TN 37902  
 (615) 582-1111  
 www.espectarchitects.com

DATE	BY	NO.
06/01/16	ALBINO	001
06/01/16	ESPECT	002
06/01/16	ALBINO	003
06/01/16	ESPECT	004
06/01/16	ALBINO	005
06/01/16	ESPECT	006
06/01/16	ALBINO	007
06/01/16	ESPECT	008
06/01/16	ALBINO	009
06/01/16	ESPECT	010



**PROPOSED UPPER LEVEL CARPARK**  
 SCALE: 1/100

## DRAFT PLANNING CONDITIONS – APPENDIX C



**Proposal:** Buildings and works associated with a shop, reduction in car parking requirements and erection of internally illuminated business identification signs  
**Location:** 1-13 Erica Avenue BORONIA VIC 3155  
**Approval No:** P/2016/6175

### 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 generally in accordance with the plans submitted with the application but modified to show:
  - 1.1 A total of seven (7) bicycle parking spaces; 3 for staff and 4 for visitors. Staff spaces to be provided in either bicycle lockers or at a bicycle rail in a lockable compound located in a common area within the building.
  - 1.2 Car spaces 29, 59, 68 and 72 to be provided with a 300mm clearance where a car parking space is alongside a high vertical obstruction in accordance with Clause 52.06-8 (Design Standard 2 – Car parking spaces) of the Knox Planning Scheme.
  - 1.3 The accessible car parking spaces to be at least the same width of other car parking spaces (minimum 2.6 metres) and adjacent to a shared area on one side and appropriately line marked.
  - 1.4 Location of trolley bays and collection points.
  - 1.5 All tandem and staff car parking spaces (no. 62-64, 69-71) to be designated with pavement marking such as "STAFF".
  - 1.6 Roof top planters within the roof top car parking area. These are to be located in the eastern, southern and western corners of the car park area (currently shown as hatched areas).
  - 1.7 Drainage plans in accordance with Condition 2 of this Permit and any necessary modifications to the plans.
  - 1.8 Landscaping plans as described in Condition 3 of this Permit and any necessary modifications to the plans.
  - 1.9 Sustainable Design Assessment in accordance with Condition 6 of this Permit and any necessary modifications to the plans.

To the satisfaction of the Responsible Authority.

### Drainage Plans

2. Prior to commencement of development, 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 discharge from the site connected to a legal point of discharge.
  - 2.2 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.

## DRAFT PLANNING CONDITIONS – APPENDIX C



**Proposal:** Buildings and works associated with a shop, reduction in car parking requirements and erection of internally illuminated business identification signs  
**Location:** 1-13 Erica Avenue BORONIA VIC 3155  
**Approval No:** P/2016/6175

2.3 The use of water quality improvement systems is required to be considered for this development. The use of rainwater tanks, bioretention system and vegetated swales can be used and these are to be incorporated in the stormwater drainage design plans.

2.4 All level to be to AHD (Australian Height Datum).

To the satisfaction of the Responsible Authority.

### Landscape plans

3. Landscaping works must be completed prior to the completion of the development to the satisfaction of the Responsible Authority and then maintained to the satisfaction of the Responsible Authority. Three copies of plans showing these landscaping works must be submitted to and approved by the Responsible Authority prior to the commencement of development. The plan must show:

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

3.2 Buildings and trees (including botanical names, height and width) on neighbouring properties within three metres of the boundary.

3.3 Details of the surface finishes of pathways and driveways.

3.4 Details and location of all existing and proposed services including above and below ground lines, cables and pipes.

3.5 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.

3.6 Landscaping and planting within all open areas of the site.

3.7 Roof top planters within the roof top car parking area. These are to be located in the eastern, southern and western corners of the car park area (currently shown as hatched areas).

3.8 Any relevant water quality improvement systems in accordance with Condition 2.3.

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 plan must be maintained to the satisfaction of the Responsible Authority.

## DRAFT PLANNING CONDITIONS – APPENDIX C



**Proposal:** Buildings and works associated with a shop, reduction in car parking requirements and erection of internally illuminated business identification signs  
**Location:** 1-13 Erica Avenue BORONIA VIC 3155  
**Approval No:** P/2016/6175

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### Sustainable Design Assessment

6. 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.
7. Prior to the occupation of the development, the development must be constructed in accordance with the Sustainable Design Assessment.

### Street Tree Removal

8. All works associated with the removal and replacement of the street tree/s must be undertaken by Council and the owner/developer must bear all costs associated with these works. The owner/developer must pay all costs to Council prior to the commencement of any works approved under this permit.

### Car Parking and Access ways

9. Before the use commences, areas set aside for the parking of vehicles and access lanes as shown on the endorsed plan must be:
  - 9.1 Fully constructed in accordance with plans submitted to and approved by the Responsible Authority. The plans must show existing and proposed levels of driveways and car parking areas, together with drainage layout, invert levels, surfacing and vehicular crossing proposals.
  - 9.2 Properly formed to such levels that they can be used in accordance with the plans.
  - 9.3 Constructed to the absolute minimum standard of 125 mm depth of reinforced concrete or other approved hardstanding sealed surface.
  - 9.4 Line-marked to indicate each car space and all access lanes to the satisfaction of the Responsible Authority.
10. Parking areas and access lanes must be kept available for these purposes at all times.
11. Access way and car parking lighting shall be provided to the satisfaction of the Responsible Authority in accordance with AS1158.
12. All loading and unloading of goods from vehicles must only be carried out on the land (within the designated loading bay(s)/and must not disrupt the circulation and parking of vehicles on the land).



## DRAFT PLANNING CONDITIONS – APPENDIX C



**Proposal:** Buildings and works associated with a shop, reduction in car parking requirements and erection of internally illuminated business identification signs  
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**Approval No:** P/2016/6175

13. The car parking area must not be used as a storage area.

### Signage

14. The permitted sign(s) must not be illuminated by flashing lights.
15. All signs must be wholly located within the boundaries of the subject land.
16. Signs must not be illuminated by external lights except with the further written consent of the Responsible Authority.
17. No further advertising signs, flags, buntings or similar devices must be displayed on the site without the prior written consent of the Responsible Authority, unless otherwise permitted by the Knox Planning Scheme.

### Amenity

18. Any noise emissions from the premises must comply with State Environmental Protection Policy (Control of Noise from Commerce, Industry and Trade) N – 1 (SEPP N – 1).
19. At the request of the Responsible Authority, the operator will within thirty (30) days supply an assessment of the noise levels emitted from the site by a qualified acoustic consultant/engineer with readings taken at times specified by the Responsible Authority.

The assessment will document compliance with SEPP N – 1 and/or environmental noise impacts detected at residential properties and/or commercial properties indicating frequency and intensity of PEAK noise exposure. All costs associated with this assessment are to be borne by the operator of the business.

20. The storage of all waste materials shall be carried out within the confines of the building or designated external waste storage areas as they appear on the endorsed plans.

### Amenity During Construction

21. 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:
- 21.1 the appearance of building, works or materials on the land
  - 21.2 parking of motor vehicles
  - 21.3 transporting of materials or goods to or from the site
  - 21.4 hours of operation
  - 21.5 stockpiling of top soil or fill materials

## DRAFT PLANNING CONDITIONS – APPENDIX C



**Proposal:** Buildings and works associated with a shop, reduction in car parking requirements and erection of internally illuminated business identification signs  
**Location:** 1-13 Erica Avenue BORONIA VIC 3155  
**Approval No:** P/2016/6175

- 21.6 air borne dust emanating from the site
- 21.7 noise
- 21.8 rubbish and litter
- 21.9 sediment runoff
- 21.10 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.

### General

- 22. The use and/or development as shown on the endorsed plans must not be altered without the written consent of the Responsible Authority.
- 23. Once the development has started it must be continued and completed to the satisfaction of the Responsible Authority.
- 24. All development must be in accordance with the endorsed plans.

### Stormwater

- 25. All storm and surface water shall be collected and discharged in a complete and effective system of drains to be provided as directed by the Responsible Authority to an underground pipe drain at the owner's cost.

### Maintenance

- 26. All buildings and works must be maintained in good order and appearance to the satisfaction of the Responsible Authority.

### Permit Expiry

- 27. This permit will expire if one of the following circumstances applies:
  - 27.1 The development and use is not started within two years of the date of this permit.
  - 27.2 The development and use 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.

## DRAFT PLANNING CONDITIONS – APPENDIX C



**Proposal:** Buildings and works associated with a shop, reduction in car parking requirements and erection of internally illuminated business identification signs  
**Location:** 1-13 Erica Avenue BORONIA VIC 3155  
**Approval No:** P/2016/6175

- 
- 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 development, and be easily accessible for maintenance.
- 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 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, eg water storage tanks, swale drains, etc.

Landscape Notes (to be read in conjunction with the above landscape conditions)

- The plan should incorporate Raingardens and/or Bioswales where possible to treat the water runoff from the hard surfaces (car parks and driveway's). The surface area of the proposed raingarden should be 3-5% of the surface area of the catchment feeding it. The levels should be shown on the plan and the concrete pavement should be shaped to drain into the raingarden (at the lowest point) through gaps in the kerbing. Details of the raingarden (cross section) should be shown on drainage and landscape plan in accordance with Knox City Council's standard.
- At least 50% of the vegetation species located in the raingarden should comprise of some or all of the following; Carex sp, Juncus sp, Melaleuca and Goodenia. This ensures adequate removal of Nitrogen and Phosphorus. The rest of the plant species should comprise a minimum of 80% indigenous species from Appendix 4 from the 'Landscape Guidelines for Town Planning Permits'
- If water is falling to the road side from the main driveway and not into the noted raingarden then a trench gate moving water to the rain garden(s) is to be installed.

Health Notes:

- Prior to commencing the fit-out of any food premises, plans should be submitted for assessment and comment by the Health Services Unit of Knox City Council.

## DRAFT PLANNING CONDITIONS – APPENDIX C



**Proposal:** Buildings and works associated with a shop, reduction in car parking requirements and erection of internally illuminated business identification signs  
**Location:** 1-13 Erica Avenue BORONIA VIC 3155  
**Approval No:** P/2016/6175

- 
- Prior to the commencement of trade of any food premises, the operator must be in receipt of a current Food Act registration issued by the Health Services Unit of Knox City Council.
  - A bin area shall be provided on the site and must be graded and drained to sewer, with hot and cold water for the purposes of bin washing. If this is not possible the applicant shall obtain prior written consent from the Responsible Authority for any submitted proposed alternative to the provision of a graded and sewered bin area.
  - All bin areas are to be maintained in a clean, sanitary condition and free from obstruction at all times.
  - If upon the request of the Responsible Authority (Knox City Council or Environment Protection Authority), the operator must remedy any situation within or nearby the bin area, to the satisfaction of the Responsible Authority or its Authorised Officer within 24 hours.
  - Designated smoking areas are to comply with the Tobacco Act 1987 and contain suitable receptacles for the disposal of cigarette butts.
  - No smoking signage is to be prominently displayed upon entry points to 'enclosed areas' as defined by the Tobacco Act 1987.
  - Noise generated as the result of the construction of the building and surrounding facilities must comply with section 2 of the Noise Control Guidelines (EPA Publication 1254).
  - Rubbish collection times must comply with section 6 of the Noise Control Guidelines (EPA Publication 1254).
  - Deliveries to the premises must comply with section 9 of the Noise Control Guidelines (EPA Publication 1254).

### Other Notes:

- A building permit must be obtained before development is commenced.
- Buildings are not allowed to be built over Council easements.
- 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.
- Structures (including fences and meter boxes) and landscaping near access ways must allow for adequate sight distances in accordance with AS2890.1, Clause 3.2.4.
- Raised concrete slabs on the existing footpath fronting the site should be grounded.
- Indigenous plants can be purchased through approved indigenous nurseries, as listed in the Knox City Council 'Preferred Local Replacement Plants' Information Sheet.

## DRAFT PLANNING CONDITIONS – APPENDIX C



**Proposal:** Buildings and works associated with a shop, reduction in car parking requirements and erection of internally illuminated business identification signs  
**Location:** 1-13 Erica Avenue BORONIA VIC 3155  
**Approval No:** P/2016/6175

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- Approvals from relevant authorities must be obtained for construction in close proximity to services.
- The minimum cost for removal and replacement of nature strip trees is \$312.50.

# DRAFT PLANNING CONDITIONS – APPENDIX C



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## 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 generally in accordance with the plans submitted with the application but modified to show:
  - 1.1 A total of seven (7) bicycle parking spaces; 3 for staff and 4 for visitors. Staff spaces to be provided in either bicycle lockers or at a bicycle rail in a lockable compound located in a common area within the building.
  - 1.2 Car spaces 29, 59, 68 and 72 to be provided with a 300mm clearance where a car parking space is alongside a high vertical obstruction in accordance with Clause 52.06-8 (Design Standard 2 – Car parking spaces) of the Knox Planning Scheme.
  - 1.3 The accessible car parking spaces to be at least the same width of other car parking spaces (minimum 2.6 metres) and adjacent to a shared area on one side and appropriately line marked.
  - 1.4 Location of trolley bays and collection points.
  - 1.5 All tandem and staff car parking spaces (no. 62-64, 69-71) to be designated with pavement marking such as “STAFF”.
  - 1.6 Roof top planters within the roof top car parking area. These are to be located in the eastern, southern and western corners of the car park area (currently shown as hatched areas).
  - 1.7 Drainage plans in accordance with Condition 2 of this Permit and any necessary modifications to the plans.
  - 1.8 Landscaping plans as described in Condition 3 of this Permit and any necessary modifications to the plans.
  - 1.9 Sustainable Design Assessment in accordance with Condition 6 of this Permit and any necessary modifications to the plans.

To the satisfaction of the Responsible Authority.

## Drainage Plans

2. Prior to commencement of development, 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 discharge from the site connected to a legal point of discharge.
  - 2.2 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.

## DRAFT PLANNING CONDITIONS – APPENDIX C



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2.3 The use of water quality improvement systems is required to be considered for this development. The use of rainwater tanks, bioretention system and vegetated swales can be used and these are to be incorporated in the stormwater drainage design plans.

2.4 All level to be to AHD (Australian Height Datum).

To the satisfaction of the Responsible Authority.

### Landscape plans

3. Landscaping works must be completed prior to the completion of the development to the satisfaction of the Responsible Authority and then maintained to the satisfaction of the Responsible Authority. Three copies of plans showing these landscaping works must be submitted to and approved by the Responsible Authority prior to the commencement of development. The plan must show:

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

3.2 Buildings and trees (including botanical names, height and width) on neighbouring properties within three metres of the boundary.

3.3 Details of the surface finishes of pathways and driveways.

3.4 Details and location of all existing and proposed services including above and below ground lines, cables and pipes.

3.5 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.

3.6 Landscaping and planting within all open areas of the site.

3.7 Roof top planters within the roof top car parking area. These are to be located in the eastern, southern and western corners of the car park area (currently shown as hatched areas).

3.8 Any relevant water quality improvement systems in accordance with Condition 2.3.

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 plan must be maintained to the satisfaction of the Responsible Authority.

## DRAFT PLANNING CONDITIONS – APPENDIX C



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### Sustainable Design Assessment

6. 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.
7. Prior to the occupation of the development, the development must be constructed in accordance with the Sustainable Design Assessment.

### Street Tree Removal

8. All works associated with the removal and replacement of the street tree/s must be undertaken by Council and the owner/developer must bear all costs associated with these works. The owner/developer must pay all costs to Council prior to the commencement of any works approved under this permit.

### Car Parking and Access ways

9. Before the use commences, areas set aside for the parking of vehicles and access lanes as shown on the endorsed plan must be:
  - 9.1 Fully constructed in accordance with plans submitted to and approved by the Responsible Authority. The plans must show existing and proposed levels of driveways and car parking areas, together with drainage layout, invert levels, surfacing and vehicular crossing proposals.
  - 9.2 Properly formed to such levels that they can be used in accordance with the plans.
  - 9.3 Constructed to the absolute minimum standard of 125 mm depth of reinforced concrete or other approved hardstanding sealed surface.
  - 9.4 Line-marked to indicate each car space and all access lanes to the satisfaction of the Responsible Authority.
10. Parking areas and access lanes must be kept available for these purposes at all times.
11. Access way and car parking lighting shall be provided to the satisfaction of the Responsible Authority in accordance with AS1158.
12. All loading and unloading of goods from vehicles must only be carried out on the land (within the designated loading bay(s)/and must not disrupt the circulation and parking of vehicles on the land).



## DRAFT PLANNING CONDITIONS – APPENDIX C



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13. The car parking area must not be used as a storage area.

### Signage

14. The permitted sign(s) must not be illuminated by flashing lights.
15. All signs must be wholly located within the boundaries of the subject land.
16. Signs must not be illuminated by external lights except with the further written consent of the Responsible Authority.
17. No further advertising signs, flags, buntings or similar devices must be displayed on the site without the prior written consent of the Responsible Authority, unless otherwise permitted by the Knox Planning Scheme.

### Amenity

18. Any noise emissions from the premises must comply with State Environmental Protection Policy (Control of Noise from Commerce, Industry and Trade) N – 1 (SEPP N – 1).
19. At the request of the Responsible Authority, the operator will within thirty (30) days supply an assessment of the noise levels emitted from the site by a qualified acoustic consultant/engineer with readings taken at times specified by the Responsible Authority.

The assessment will document compliance with SEPP N – 1 and/or environmental noise impacts detected at residential properties and/or commercial properties indicating frequency and intensity of PEAK noise exposure. All costs associated with this assessment are to be borne by the operator of the business.

20. The storage of all waste materials shall be carried out within the confines of the building or designated external waste storage areas as they appear on the endorsed plans.

### Amenity During Construction

21. 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:
- 21.1 the appearance of building, works or materials on the land
  - 21.2 parking of motor vehicles
  - 21.3 transporting of materials or goods to or from the site
  - 21.4 hours of operation
  - 21.5 stockpiling of top soil or fill materials

## DRAFT PLANNING CONDITIONS – APPENDIX C



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- 21.6 air borne dust emanating from the site
- 21.7 noise
- 21.8 rubbish and litter
- 21.9 sediment runoff
- 21.10 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.

### General

- 22. The use and/or development as shown on the endorsed plans must not be altered without the written consent of the Responsible Authority.
- 23. Once the development has started it must be continued and completed to the satisfaction of the Responsible Authority.
- 24. All development must be in accordance with the endorsed plans.

### Stormwater

- 25. All storm and surface water shall be collected and discharged in a complete and effective system of drains to be provided as directed by the Responsible Authority to an underground pipe drain at the owner's cost.

### Maintenance

- 26. All buildings and works must be maintained in good order and appearance to the satisfaction of the Responsible Authority.

### Permit Expiry

- 27. This permit will expire if one of the following circumstances applies:
  - 27.1 The development and use is not started within two years of the date of this permit.
  - 27.2 The development and use 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.

## DRAFT PLANNING CONDITIONS – APPENDIX C



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- 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 development, and be easily accessible for maintenance.
- 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 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, eg water storage tanks, swale drains, etc.

Landscape Notes (to be read in conjunction with the above landscape conditions)

- The plan should incorporate Raingardens and/or Bioswales where possible to treat the water runoff from the hard surfaces (car parks and driveway's). The surface area of the proposed raingarden should be 3-5% of the surface area of the catchment feeding it. The levels should be shown on the plan and the concrete pavement should be shaped to drain into the raingarden (at the lowest point) through gaps in the kerbing. Details of the raingarden (cross section) should be shown on drainage and landscape plan in accordance with Knox City Council's standard.
- At least 50% of the vegetation species located in the raingarden should comprise of some or all of the following; Carex sp, Juncus sp, Melaleuca and Goodenia. This ensures adequate removal of Nitrogen and Phosphorus. The rest of the plant species should comprise a minimum of 80% indigenous species from Appendix 4 from the 'Landscape Guidelines for Town Planning Permits'
- If water is falling to the road side from the main driveway and not into the noted raingarden then a trench gate moving water to the rain garden(s) is to be installed.

Health Notes:

- Prior to commencing the fit-out of any food premises, plans should be submitted for assessment and comment by the Health Services Unit of Knox City Council.

## DRAFT PLANNING CONDITIONS – APPENDIX C



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- Prior to the commencement of trade of any food premises, the operator must be in receipt of a current Food Act registration issued by the Health Services Unit of Knox City Council.
  - A bin area shall be provided on the site and must be graded and drained to sewer, with hot and cold water for the purposes of bin washing. If this is not possible the applicant shall obtain prior written consent from the Responsible Authority for any submitted proposed alternative to the provision of a graded and seweraged bin area.
  - All bin areas are to be maintained in a clean, sanitary condition and free from obstruction at all times.
  - If upon the request of the Responsible Authority (Knox City Council or Environment Protection Authority), the operator must remedy any situation within or nearby the bin area, to the satisfaction of the Responsible Authority or its Authorised Officer within 24 hours.
  - Designated smoking areas are to comply with the Tobacco Act 1987 and contain suitable receptacles for the disposal of cigarette butts.
  - No smoking signage is to be prominently displayed upon entry points to 'enclosed areas' as defined by the Tobacco Act 1987.
  - Noise generated as the result of the construction of the building and surrounding facilities must comply with section 2 of the Noise Control Guidelines (EPA Publication 1254).
  - Rubbish collection times must comply with section 6 of the Noise Control Guidelines (EPA Publication 1254).
  - Deliveries to the premises must comply with section 9 of the Noise Control Guidelines (EPA Publication 1254).

### Other Notes:

- A building permit must be obtained before development is commenced.
- Buildings are not allowed to be built over Council easements.
- 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.
- Structures (including fences and meter boxes) and landscaping near access ways must allow for adequate sight distances in accordance with AS2890.1, Clause 3.2.4.
- Raised concrete slabs on the existing footpath fronting the site should be grounded.
- Indigenous plants can be purchased through approved indigenous nurseries, as listed in the Knox City Council 'Preferred Local Replacement Plants' Information Sheet.

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- Approvals from relevant authorities must be obtained for construction in close proximity to services.
- The minimum cost for removal and replacement of nature strip trees is \$312.50.

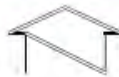
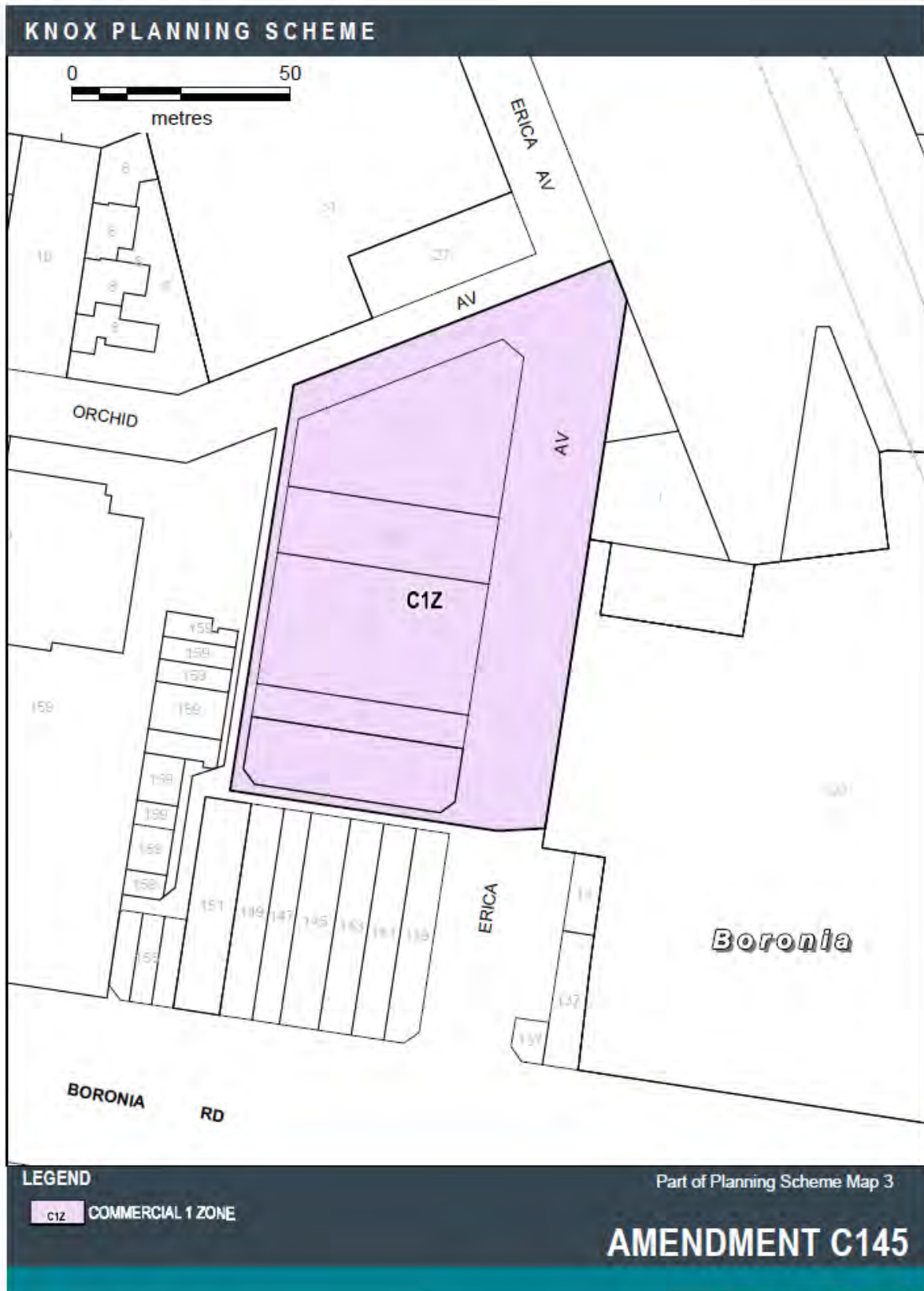
## APPENDIX D

Submission number	Reference (DWDoc SetID)	Date received	Submitter type	Summary of submission	Recommendation
001	4057925	15/8/16 31/10/16/11/16	Individual	<ul style="list-style-type: none"> <li>• Advised by email on 7 November 2016 that does not wish to pursue the matter any further.</li> <li>• Two earlier emails raised the following issues: <ul style="list-style-type: none"> <li>- Proposal does not support Australian businesses.</li> <li>- Veterans Opportunity Shop (which will need to relocate to accommodate the proposal) should be protected for the community service it provides, the volunteers and the funds raised for the Veterans.</li> <li>- Additional traffic on Erica Avenue.</li> <li>- Will be another high rise development in Boronia, impacting on its once green and leafy character.</li> <li>- There are enough supermarkets in Boronia.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Council consider and note.</li> <li>• No further action required given that the submitter has advised that they no longer wish to pursue the matter.</li> </ul>
002	4088543	7/9/16	Business	<ul style="list-style-type: none"> <li>• Supports proposal.</li> </ul>	<ul style="list-style-type: none"> <li>• Council consider and note.</li> <li>• No further action required.</li> </ul>
003	4122966	3/10/16	Melbourne Water	<ul style="list-style-type: none"> <li>• No objection to the amendment or planning permit application.</li> </ul>	<ul style="list-style-type: none"> <li>• Council consider and note.</li> <li>• No further action required.</li> </ul>

## APPENDIX D

Submission number	Reference (DWDoc SetID)	Date received	Submitter type	Summary of submission	Recommendation
004	4144492	25/10/16	South East Water	<ul style="list-style-type: none"> <li>• No objection to amendment or planning permit application.</li> <li>• Depending on extent of development, sewer and water upgrades may be required. More comment can be made once a detailed design is submitted.</li> <li>• Upon development the owner must enter into an agreement with South East Water for the provision of sewerage and potable water supply facilities and fulfil all requirements to its satisfaction.</li> </ul>	<ul style="list-style-type: none"> <li>• Council consider and note.</li> <li>• No specific permit conditions or changes requested; no further action required.</li> </ul>
005	4147784	27/10/16	Public Transport Victoria	<ul style="list-style-type: none"> <li>• No objection to the amendment or planning permit application.</li> </ul>	<ul style="list-style-type: none"> <li>• Council to consider and note.</li> <li>• No further action required.</li> </ul>

APPENDIX E





*Planning and Environment Act 1987*

## **KNOX PLANNING SCHEME**

### **AMENDMENT C145**

## **PLANNING PERMIT APPLICATION P/2016/6175**

### **EXPLANATORY REPORT**

#### ***Who is the planning authority?***

This amendment has been prepared by the Knox City Council, which is the planning authority for this amendment.

The Amendment has been made at the request of Ratio Consultants on behalf of ALDI Stores (A Limited Partnership).

#### ***Land affected by the Amendment***

The Amendment applies to land on the western side of Erica Avenue between Boronia Road and Orchard Avenue, known as 1/1, 2/1, 3/1, 4/1, 5, 7, 9, 11, 11A, 15-17, 21-23 Erica Avenue, Boronia (specifically, Lots 1, 2, 3, 4 PS413457A, Lots 61, 62, 67 PS027678, CP102902, PT CP101623).

The Amendment is a combined planning permit application and planning scheme amendment under section 96A of the Act.

The planning permit application applies to land at 1-13 Erica Avenue, Boronia (specifically, Lots 1-4 PS 413457A, Lot 67 PS027678, PC102902).

#### ***What the amendment does***

The Amendment proposes to rezone 1, 5, 7, 9, 11, 11A, 15-17 and 21-23 Erica Avenue, Boronia from a Commercial 2 Zone to a Commercial 1 Zone.

It specifically proposes to amend Planning Scheme Map No.3 in the manner shown on the 1 attached map marked "Knox Planning Scheme, Amendment C145".

The planning permit application seeks approval for buildings and works associated with a supermarket and a shop, reduction in car parking requirements and erection of internally illuminated business identification signs. The planning permit is at Attachment 1 to this Explanatory Report.

#### ***Strategic assessment of the Amendment***

#### **Why is the Amendment required?**

The current zoning of Commercial 2 (C2Z) limits and/or prohibits certain uses that are consistent with the broader strategic policies for this site, including 'Shop' and 'Dwelling', and a supermarket if not on a main road. The proposed application of the Commercial 1 Zone (C1Z) allows for a 'Shop' (including a supermarket).

The proposed C1Z is consistent with other zoning in nearby land. It will help implement the vision of the Boronia Structure Plan, which provides strategic direction for the Boronia Activity Centre, in which the site is located. The Boronia Structure Plan seeks to provide opportunities for residential and mixed-use activity within the commercial environs, whilst discouraging further fragmentation of commercially zoned land. The Boronia Structure Plan is referenced in the Knox Planning Scheme via Clause 22.06 – Boronia Major Activity Centre local planning policy.

It will assist in providing the types of uses envisaged by the Boronia Structure Plan within this section of Erica Avenue. The Boronia Structure Plan specifically identifies the subject site as being a location where it seeks to provide active street frontage through retail development at ground level and inactive uses including dwellings on upper levels. The C2Z requires a permit for the retail uses on the ground floor and prohibits residential dwellings on the upper levels. The current zoning of the land is therefore considered to be inconsistent with the strategic intent of the Boronia Structure Plan.

The subject site is the only parcel of land within the Boronia Major Activity Centre that is zoned C2Z and is out of character with the surrounding area. The purpose of the C2Z is to encourage manufacturing and industrial type uses which are not appropriate for the setting within the Boronia Activity Centre.

The proposed planning permit would see the existing buildings demolished and the construction of two shops (supermarket and retail premises) constructed at 1 – 13 Erica Avenue. The shops will be two-storey in nature, reach a maximum height of 9.2 metres (top of tower element) and contain a rooftop car park. The supermarket (Tenancy 1) is proposed to have a net retail floor area of 1,600sqm and the shop / retail premises (Tenancy 2) will have a net retail area of 259sqm.

A total of 85 car parking spaces are proposed to be provided within the rooftop car park, including two disabled spaces. A further two at grade staff car parking spaces are proposed adjacent to the access ramp; this is a shortfall of three car parking spaces. Access to the rooftop car park is proposed via the existing service lane with right in and left out turning only. A ramp leads directly to/from the service lane to the car park. A loading bay is proposed along the western boundary and is designed to accommodate 15 metre semi-trailer trucks. It is also proposed to widen the existing Right-of-Way along the southern boundary to facilitate two-way movements.

A total of 10 separate business identification signs are proposed, normal to an Aldi store.

### **How does the Amendment implement the objectives of planning in Victoria?**

The amendment will implement the following relevant objectives of planning in Victoria under *Section 4 of the Planning and Environment Act 1987*:

- (a) To provide for the fair, orderly, economic and sustainable use, and development of land.
- (f) To facilitate development in accordance with the objectives set out in paragraphs (a), (b), (c), (d), and (e).
- (g) to balance the present and future interests of all Victorians.

The Amendment would implement these objectives by amending the current zoning to accurately reflect the desired land use outcomes for this area as identified in the Knox Planning Scheme and Boronia Structure Plan. It will facilitate the planning permit application proposed as part of this Amendment that would otherwise be limited and/or prohibited by the C2Z.

**How does the Amendment address any environmental, social and economic effects?**

It is not considered that the proposal would have negative environmental impacts. A detailed assessment of the proposed use and development will assess potential amenity impacts on adjoining properties. This assessment will be undertaken following the exhibition period.

A new retail development will contribute to the Knox economy. It will support the viability of the Boronia Activity Centre, by allowing uses consistent with other uses within the surrounding area, providing jobs and servicing the local community.

It is not anticipated that there will be negative social implications resulting from the proposed amendment. The C1Z is considered to be the more appropriate zone in the context of the Activity Centre with a purpose and 'as of right' uses more conducive to the preferred outcomes within the Centre.

**Does the Amendment address relevant bushfire risk?**

The site is not subject to bushfire risk.

**Does the Amendment comply with the requirements of any Minister's Direction applicable to the amendment?**

The Amendment is consistent with the Ministerial Direction on the *Form and Content of Planning Schemes* under section 7(5) of the Act, and Ministerial Direction No. 11 *Strategic Assessment of Amendments* under section 12 of the Act.

The Amendment also complies with Ministerial Direction 9 – *Metropolitan Strategy*, being consistent with the following *Plan Melbourne* outcomes, objectives and directions:

- Direction 1.2 - Strengthen the Competitiveness of Melbourne's Employment Land
- Initiative 1.2.3 - Plan for Commercial Land and Activity Centre Needs
- Direction 1.5 - Plan for Jobs Closer to Where People Live
- Initiative 1.6.2 - Identify New Development and Investment Opportunities on the Planned Transport Network.
- Direction 4.1 - Create a City of 20-Minute Neighbourhoods
- Initiative 4.1.1 - Support a Network of Vibrant Neighbourhood Centres
- Initiative 4.1.2 - Support Local Governments to Plan and Manage their Neighbourhoods
- Direction 7.1 - Drive Delivery and Facilitate Action
- Eastern Subregion: Places of Local Significance: Activity Centres – Boronia

**How does the Amendment support or implement the State Planning Policy Framework and any adopted State policy?**

The Amendment supports the following Clauses in the State Planning Policy Framework (SPPF):

- Clause 09 – Plan Melbourne (as outlined above).
- 11.01-1 - Activity centre network, particularly Clause 11.01-2 – Activity Centre Planning
- 11.04-1 - Delivering jobs and investment
- 11.04-3 - A more connected Melbourne
- 11.04-4 - Liveable communities and neighbourhoods
- 15.01-1 Urban design
- 15.01-2 Urban design principles
- 17.01-1 Business
- 18.01-1 Land use and transport planning
- 18.02-1 Sustainable personal transport

The Amendment is consistent with the above Clauses of the SPPF for the following reasons:

- It will facilitate the implementation of strategies that apply to the Boronia Major Activity Centre, which is identified as an activity centre in *Plan Melbourne*.
- It will allow for the proper and orderly planning of the Boronia Major Activity Centre by including a more appropriate zone that allows for land to be used as a supermarket, enhancing the retail role of the centre.
- It will provide for greater opportunities for a range of services at the subject site, including a supermarket.
- It will provide a considerable level of employment, including creation of job opportunities during the construction phase as well as ongoing direct and indirect employment.
- It will provide for the development of a supermarket and retail building which incorporates best practice environmentally sustainable and urban design.
- It will facilitate more intensive development in activity centre located on the Principal Public Transport Network.

**How does the Amendment support or implement the Local Planning Policy Framework, and specifically the Municipal Strategic Statement?**

The Amendment supports the following Clauses in the Local Planning Policy Framework (LPPF):

- Clause 21.03 - Vision and Strategic Land Use Framework
- Clause 21.04 - Urban Design
- Clause 21.07 – Economic Development
- Clause 22.06 - Boronia Major Activity Centre Local Policy

The amendment is consistent the above Clauses of the LPPF for the following reasons:

- It allows the Boronia Major Activity Centre to grow towards its full potential by providing for a range of uses consistent with those encouraged in the Boronia Structure Plan.
- It will assist in meeting local demand for retail through the provision of a small scale supermarket and small retail premises that will serve the needs of local residents and workers.
- It will provide greater choice and price savings for consumers through stronger retail competition.

**Does the Amendment make proper use of the Victoria Planning Provisions?**

The current C2Z does not meet the objectives of the LPPF and the Boronia Activity Centre, as includes a range of conditions that limit and/or prohibit certain uses that are consistent with the broader strategic policies for this site, including 'Supermarket' and 'Dwelling'.

As such, the Amendment proposes to rezone the subject land to a C1Z, which is consistent with the zoning of nearby land and will allow for the implementation of the vision for the Boronia Major Activity Centre as set out in the Boronia Structure Plan and Knox Planning Scheme.

**How does the Amendment address the views of any relevant agency?**

The views of relevant agencies have been considered and addressed following the public exhibition period.

**Does the Amendment address relevant requirements of the Transport Integration Act 2010?**

The requirements of this Act are not relevant to this Amendment as it does not result in changes to the current transport system.

**Resource and administrative costs**

- **What impact will the new planning provisions have on the resource and administrative costs of the responsible authority?**

The processing of the Amendment and planning application is accommodated within existing Council budgets and has no broader financial implications. If approved, neither the Amendment nor permit are expected to have a major impact on the responsible authority.

**Where you may inspect this Amendment**

The Amendment is available for public inspection, free of charge, during office hours at:

Knox City Council, Civic Centre

511 Burwood Highway, Wantirna South

Operating hours: Monday, Wednesday, Thursday and Friday: 8.30am-5:00pm; Tuesday: 8.30am-8:00pm

The Amendment can also be inspected free of charge at the Department of Environment, Land, Water and Planning website at [www.delwp.vic.gov.au/public-inspection](http://www.delwp.vic.gov.au/public-inspection).

*Attached: draft Planning Permit P/2016/6175*

**SCOTT WARD**

**6.6 APPLICATION TO END TWO (2) SECTION 173 AGREEMENTS FOR 1-6/5 HARCREST BOULEVARD, HARCREST ESTATE (FORMALLY 525 STUD ROAD), WANTIRNA SOUTH. (Application No. P/2013/6444) Melway Ref. 72/K2**

**1. SUMMARY:**

<b>Land:</b>	1-6 / 5 Harcrest Boulevard, Wantirna South
<b>Applicant:</b>	Mirvac Property Trust
<b>Proposal:</b>	Ending of two (2) Section 173 Agreements from 1-6 / 5 Harcrest Boulevard, Wantirna South on PS705519C.
<b>Existing Land Use:</b>	Commercial
<b>Estate Area:</b>	56.195 hectares
<b>Zoning:</b>	Mixed Use Zone
<b>Overlays:</b>	Development Plan Overlay – Schedule 8
<b>Application Received:</b>	17 October 2016
<b>Number of Objections:</b>	N/A
<b>PCC Meeting</b>	N/A

*Mirvac Property Trust has applied to Council pursuant to Section 178A of the Planning and Environment Act 1987 to end two Section 173 Agreements from 1-6 / 5 Harcrest Boulevard, Wantirna South.*

*At the Ordinary Meeting of Council on the 13 December 2005, Council resolved to seek authorisation from the Minister to rezone 525 Stud Road, Wantirna South from Industrial 1 to Mixed Use Zone and Residential 1 and apply Development Plan Overlay – Schedule 8 incorporating a Section 173 Agreement (AF636445X) to cover the provision of Social Housing. This agreement was registered on the 8 February, 2008.*

*At the Ordinary Meeting of Council on 24 August, 2010 Council resolved to sign and seal a second Section 173 Agreement (AH503122A) which outlines the obligations of the owner of the land to make contributions to public open space, provide wetlands and stormwater works (amongst other things) as part of the Harcrest Estate approved under Development Plan Overlay – Schedule 8. This agreement was registered on the 17 September, 2010.*

*On balance it is considered that the two Section 173 Agreements are no longer required for 1-6 / 5 Harcrest Boulevard (inclusive) located within Stage 1B of the Harcrest Estate and should be ended for those lots.*

## 6.6 1-6/5 Harcrest Boulevard, Wantirna South (cont'd)

### **2. BACKGROUND**

#### **2.1 Site History**

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

The Harcrest Estate is currently under development by Mirvac Property Trust at 525 Stud Road, Wantirna South. The site formerly operated as the Austral Bricks Quarry which carried out clay extraction and brick manufacturing.

The site is being developed in stages with most stages already completed in accordance with the approved development plan. The site contains a neighbourhood activity centre, residential housing, a display centre and wetlands.

Two Section 173 Agreements have been registered on the title at 525 Stud Road, Wantirna South which ensure the outcome of the estate aligns with the approved development plan.

For reference, the two Section 173 Agreements require the following outcomes with respect to the development of the estate:

- Agreement AF636445X – requires the provision of Social Housing within the estate via contributions of land and/or dwellings to the Director of Housing.
- Agreement AH503122A – requires the achievement of a number of specific requirements in the development of the estate as required by the Development Plan Overlay – Schedule 8. This agreement also requires Council to agree to the removal of the agreement at the time new titles are issued for the subdivision of any stage.

Planning Permit No. P/2013/6444 was issued on 18 September 2013 allowing the subdivision of the existing shops, with the existing activity centre.

The subdivision of Stage 1B created 7 lots (Lots 1 - 7). A Statement of Compliance was issued on the subdivision on 17 October 2013.

Unless removed, the two 173 Agreements will continue to apply to each of the 7 lots, and would apply to all successors in title (or new owners). The obligations outlined in these agreements do not affect the shops within the Neighbourhood Activity Centre.



## 6.6 1-6/5 Harcrest Boulevard, Wantirna South (cont'd)

Council has previously agreed to end the two Section 173 Agreements as they applied to the created lots within Stages 2-6 of the estate.

### 2.2 The Proposal

Pursuant to Section 178A of the Planning and Environment Act 1987, the owner has applied to Council to end agreements AF636445X and AH503122A over 1-6 / 5 Harcrest Boulevard (inclusive) which were created within Stage 1B of Harcrest Estate on subdivision PS648226 J (refer Appendix B).

The applicant seeks to end the agreements for lots 1 – 6 within Stage 1B as there is no need for the agreements to apply to these lots as the requirements are not intended to encumber individual residential landowners thereafter development. That is, they are a mechanism to ensure that the developer meets all of the obligations of the Development Plan Overlay and social housing requirements, and not individual landowners.

Lot 7 within Stage 1B is not included in the application.

## 3. CONSULTATION

### 3.1 Advertising

Pursuant to Section 178C of the Planning and Environment Act 1987, the request to end the agreements for the land in Stage 5A was not advertised to the other parties to the agreement nor is it considered that detriment would be caused to other persons as:

- *The only other party to the agreement is Mirvac Property Trust who is the applicant to end the agreement.*
- *It is not considered that any detriment to other persons will be caused by the ending of the agreement as the items called for within the agreement are not located within Stage 1B and are dealt with by Permit conditions in Planning Permit P/2011/6972 (Stages 4-10) relevant to other stages within the estate.*

## 4. DISCUSSION

The applicant requests the ending of the Section 173 Agreements from part of the land, being 1–6 / 5 Harcrest Boulevard (inclusive).

These lots are created by Stage 1B on Plan of Subdivision PS 705519C and ending the agreements on these lots will avoid each individual titles being burdened by the existing agreements.

## 6.6 1-6/5 Harcrest Boulevard, Wantirna South (cont'd)

The matters covered by the two agreements and their relevance to Stage 1B of the estate are discussed below:

- a) The provision of Social Housing.
  - *The land within Stage 1B is Mixed Used Zone and comprises of 7 existing shops and a common property car park. Social housing was not proposed or required within the shopping centre area.*
  - *Discussions have resulted in the Director of Housing nominating two preferred sites for Social Housing which are located within Stages 9 and 10. Contracts have been signed by the Director of Housing, a planning permit has been issued for the social housing, and construction will commence shortly.*
- b) The provision of a 10m wide tree reserve buffer along Stud Road.
  - *The 10m tree reserve buffer was previously subdivided and has been vested into Council*
- c) The developer must vest in Council the areas of Public Open Space: The 10m buffer does not form part of the Public Open Space area.
  - *Whilst no Public Open Space was proposed as part of stage 1B, the requirement for a 10% open space contribution is enshrined in the approved Development Plan and Permits issued for the site. The vast majority of public open space has been provided on site, with Stage 9 outstanding.*
- d) The developer must pay Council \$125,000 towards a community facility.
  - *This payment was made to Council in January 2011 towards the community facility.*
- e) The developer must install a signalized intersection at Mockridge Street and Stud Road.
  - *The signalised intersection is not within Stage 1B of the estate.*
  - *The intersection has been completed and is operational.*
- f) The developer must provide a Geotechnical report for each stage.
  - *The geotechnical report for Stage 1B has been received.*

**6.6 1-6/5 Harcrest Boulevard, Wantirna South (cont'd)**

- g) The developer must maintain the wetlands and stormwater works and prepare a wetlands and stormwater operation plan prior to hand over to Council.
- *The wetlands are not located within Stage 1B of the estate.*
- h) The developer must cease use of the Mobile Phone Tower by 22 December 2014 and must remove the Mobile Phone Tower from the site by 22 June 2015.
- *The mobile phone tower is located at the south west corner of the site and is not contained within Stage 1B.*
  - *Council has been advised by Mirvac that Telstra has exercised their rights under the Telecommunications Act (1997) and will continue to use the existing tower.*
  - *Council's solicitor (Maddocks) has advised that despite the terms of the Section 173 Agreement, Council has no legal standing to force the land owner to remove the tower, as the Telecommunications Act (1997) overrides the requirements of any state law in respect to planning, land use or occupancy. As such, this requirement is proposed to be removed from the new agreement, as it is deemed obsolete, and unenforceable.*
- i) The developer must provide an approved buffer from the Mobile Phone Tower to the new development whilst the Mobile Phone Tower is in use.
- *Stage 1B is approximately 700m from the mobile phone tower and no further buffer is required.*

The agreements (including the requirements outlined above) will be retained on the balance of the land via a new Section 173 Agreement (approved at Council Meeting 15 December 2015) and the requirements will be satisfied in the future stages of the estate to ensure that it is developed in accordance with the approved development plan, including:

- *The provision of social housing within a later stage of the estate;*
- *The 10m wide tree reserve buffer, the wetlands, mobile phone tower and intersection works, the requirements of the Development Plan Overlay 8 and the conditions of Planning Permit P/2011/6972.*

## 6.6 1-6/5 Harcrest Boulevard, Wantirna South (cont'd)

### 4.1 Section 178B(2) of the Planning and Environment Act (1987)

Section 178B(2) of the Planning and Environment Act (1987) outlines the matters that must be considered by the Responsible Authority when considering a proposal to end an agreement. These matters are:

- The purpose of the agreement;
 

*As outlined above, the two agreements require a number of outcomes with respect to the development of the estate to ensure that it aligns with the approved development plan.*

*The requirements of the agreements are all being addressed and will be satisfied by the completion of the estate. There is no longer a need to burden 1-6 / 5 Harcrest Boulevard with these obligations.*
- Whether and why the agreement is no longer required
 

*The two agreements are still required to ensure that the development of the remainder of the estate aligns with the approved development plan, however the agreements are not relevant to the lots created in Stage 1B for the reasons outlined above.*
- Whether the ending of the agreement would disadvantage any person, whether or not a party to the agreement
 

*The ending of the agreements for Lot 1 – 6 within Stage 1B will not disadvantage any person.*
- The reasons why the Responsible Authority entered into the agreement.
 

*The Responsible Authority entered into the agreements to ensure that the estate is developed in accordance with the approved development plan. The agreements originally applied to the entire site and do not have requirements for the development of individual lots and are therefore not relevant to the single lots when they are created.*
- Any relevant permit or other requirements the land is subject to under the Subdivision Act 1988
 

*The requirements of the agreements are repeated as conditions of Planning Permit P/2011/6972 to ensure the relevant works are completed before titles are issued on each stage, as required.*
- Any other prescribed matter.
 

*There are no other prescribed matters.*

**6.6 1-6/5 Harcrest Boulevard, Wantirna South (cont'd)****5. CONCLUSION**

The request to end Section 173 Agreements AF636445X and AH503122A over Lots 1-6 (inclusive) has been made so that the agreements are removed from the titles for these lots.

Ending of these agreements for the proposed lots will not end the agreements over the remainder of the land and the requirements of the agreements are required to be satisfied in future stages of the development.

It is considered that ending the agreements from the lots within Stage 1B of the estate will not disadvantage any person and will still enable the final development to be in accordance with the approved development plan.

It is therefore recommended that Council end the two Section 173 Agreements for Lots 1 - 6 within Stage 1B of the development and approve the application to end the agreement for registration by Land Registry.

**6. CONFIDENTIALITY**

There are no confidentiality issues associated with this report.

**RECOMMENDATION**

**That Council resolve:**

- 1. End Section 173 Agreements AF636445X and AH503122A for 1-6 / 5 Harcrest Boulevard (inclusive) within Stage 1B of the estate only;**
- 2. Under Section 178E of the Planning and Environment Act 1987 approve the application to end the agreement for registration by Land Registry for 1-6 / 5 Harcrest Boulevard (inclusive) within Stage 1B of the estate only.**

**COUNCIL RESOLUTION**

MOVED: CR. COOPER  
SECONDED: CR. SEYMOUR

That the recommendation be adopted.

**CARRIED**



**Knox City Council**  
REPORT APPENDIX A

**Location**  
Melway 72 J3, 72 J2

**Property Address**  
5 Harcrest Boulevard,  
WANTIRNA SOUTH

**Application Number**  
P/2013/6444

**Description**  
Removal of Section 173 Agreements

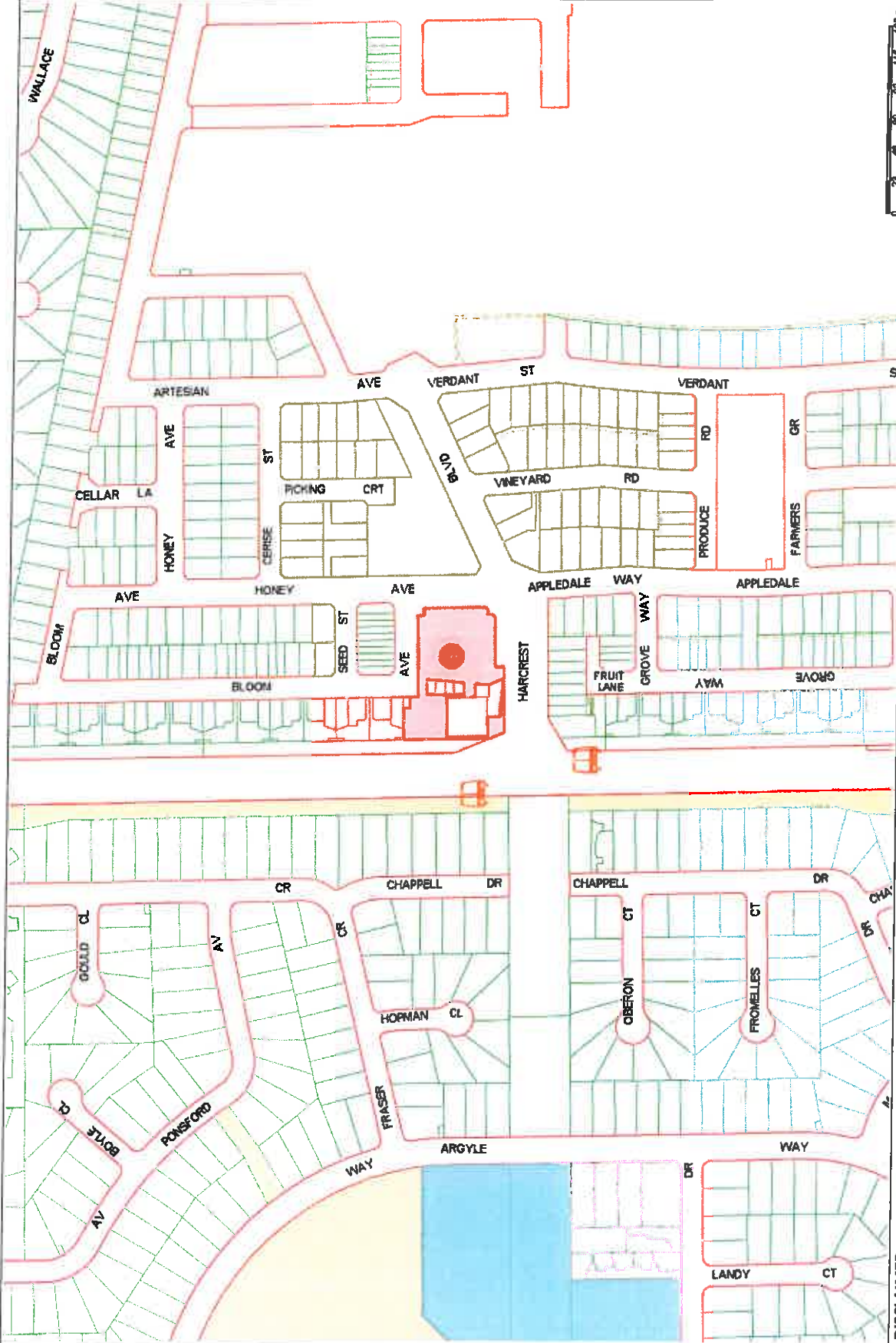
**Wardname**  
Scott

**LEGEND:**

- Title Boundary
- Road boundaries
- City Boundary
- Bus Route
- Preserves
- Commercial Areas
- Tertiary Schools
- Primary Schools
- Secondary Schools
- P-12 School
- Bus Stops
- Unit Development
- Subject Property
- Pollution



Scale: 1:3000



**DISCLAIMER:**

Roads and Title Boundaries - State of Victoria, Knox City Council  
 Planning Scheme Information - DP24, 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 72 J3, 72 J2

**Property Address**  
5 Harcrest Boulevard,  
WANTIRNA SOUTH

**Application Number**  
P/2013/6444

**Description**  
Removal of Section 173 Agreements

**Wardname**  
Scott

- LEGEND:**
- Title Boundary
  - Road Boundary
  - City Boundary
  - Bus Route
  - Parcel Id
  - Commercial Area
  - Tertiary Schools
  - Primary Schools
  - Secondary Schools
  - P-12 School
  - Bus Stop
  - Diplexer
  - Unit Development
  - Subject Property
  - Pollen



Scale: 1:3000

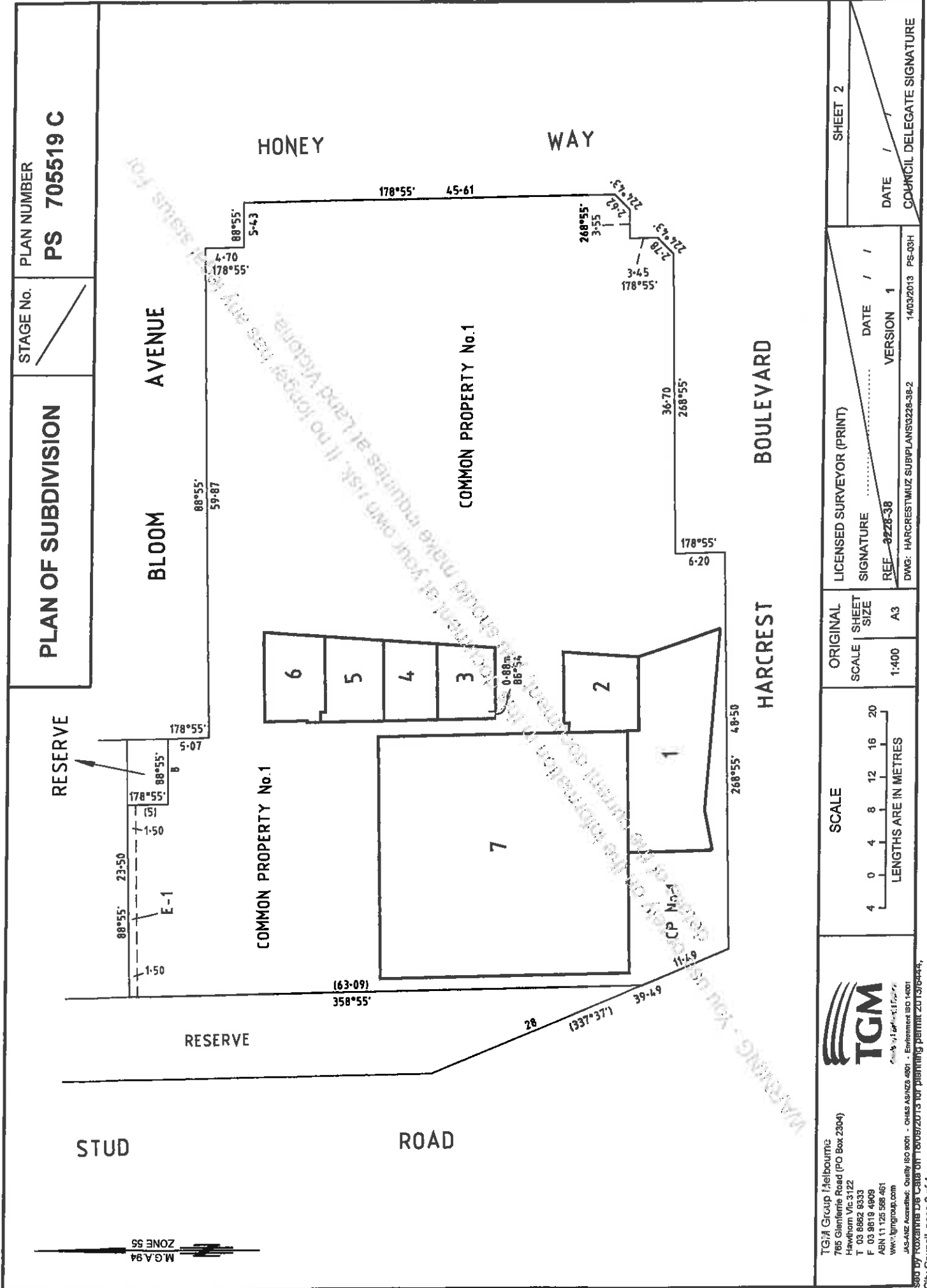


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5 HARCREST BOULEVARD WANTIRNA SOUTH APPENDIX B



PLAN NUMBER  
**PS 705519 C**

STAGE No.

**PLAN OF SUBDIVISION**

RESERVE

**BLOOM AVENUE**

COMMON PROPERTY No.1

HONEY WAY

COMMON PROPERTY No.1

**HARCREST BOULEVARD**

STUD ROAD

M.G.A.94  
ZONE S5

SHEET 2  
DATE / /  
COUNCIL DELEGATE SIGNATURE

LICENSED SURVEYOR (PRINT)  
SIGNATURE  
REF: 2228-38  
DATE / /  
VERSION 1  
DWG: HARCRESTMUZ SUBPLANS3228-38-2  
14/03/2013 PS-038

ORIGINAL SCALE SHEET SIZE  
1:400 A3

SCALE  
LENGTHS ARE IN METRES  
0 4 8 12 16 20

**TGM**  
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JAS-ANZ Accredited  
Endorsed by Knox City Council for planning permit 2013/26444.



**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.

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

Question Time commenced at 5.16pm

The following questions were raised with Council:

<b>Question</b>	Three questions were raised with Council
<b>Answer</b>	A written response will be provided to each questioner.

Question Time concluded at 5.18pm

**ALL WARDS****8.1 FEMALE PARTICIPATION IN STRUCTURED SPORTING ACTIVITY AND THE CAPACITY AND CHALLENGES FOR COUNCIL INFRASTRUCTURE TO SUPPORT THIS PARTICIPATION**

**SUMMARY:** *Coordinator Facilities – Brett Anderson  
Team Leader Leisure Development – Daniel Clark*

*This report has been prepared in response to a Call Up Item (14.2.1) from the Ordinary Council meeting of 23 August 2016, requesting ‘that a report be prepared for the December 2016 Council Meeting which provides an outline of female participation in football, cricket and soccer and the capacity and challenges of Council’s sporting facilities (pavilions) to support this participation – particularly in regard to changing facilities and amenities.’*

**RECOMMENDATION**

**That Council:**

- 1. Receives this Call Up Item report regarding female participation in football, cricket and soccer and the capacity and challenges presented by Council’s sporting facilities (pavilions);**
- 2. Notes the work being undertaken to address the expected growth in demand and the associated challenges, including:**
  - the submitting of an application to the 2017-18 Sport and Recreation Victoria’s Community Sports Infrastructure Fund for a planning grant to develop a Knox Sporting Pavilion Plan;**
  - reviewing the Sporting Reserve and Facility Development Guideline Policy in 2017;**
  - reviewing the Sporting Reserve Facility Usage Policy in 2017;**
  - finalising Stage 2 of the Alternative Building Structures for Community and Sporting Use study by March 2017; and**
- 3. Considers the funding of pilot projects from the Alternative Building Structures for Community and Sporting Use study as a part of the 2017/18 budget process.**

**1. INTRODUCTION**

This report responds to a Call Up Item from the Ordinary Meeting of Council, 23 August 2016 requesting -

## 8.1 Female Participation in Structured Sporting Activity and the Capacity and Challenges for Council Infrastructure to Support this Participation (cont'd)

*'That a report be prepared for the December 2016 Council Meeting which provides an outline of female participation in football, cricket and soccer and the capacity and challenges of Council's sporting facilities (pavilions) to support this participation – particularly in regard to changing facilities and amenities.'*

As a part of preparing this report, consideration has been given to 'Council's Call Up Items at Council Meetings Policy', and in particular, Item 6.5 which states:

*"Where preparing a report responding to a Call Up Item which will require more than 3 person days or \$5,000 in costs, then the matter which is subject to the Call Up Item should be referred by Council to the next budget considerations with a supporting business case for consideration along with other competing priorities."*

## **2. DISCUSSION**

Many of Council's sporting facilities (including associated sporting infrastructure e.g. floodlights), are not suitable for the current or anticipated needs of female sporting teams:

**Sporting pavilions**, many of which are ageing and requiring renewal/upgrade funding do not have the facilities/amenities expected by female athletes, including cubicle showers and toilets; adequate levels of natural light; appropriate sight lines between social rooms and change rooms; access to baby change spaces or shelves and power points to vanities for general accessories.

**Sports fields**, while generally in good condition for current usage demand, they will not be able to support the anticipated increased use (training/match day), without showing significant signs of wear and tear from overuse.

**Floodlighting** standards vary considerably across the municipality. Whilst adequate lighting levels are provided at some senior football/soccer facilities, an increase in floodlighting at secondary facilities would be required to support increases in overall user demand.

The current inadequacies of these major elements create significant barriers for females who are considering participating in community sport and for those currently participating.

Despite these physical barriers, there has been significant growth in female participation rates in community sport in recent years.

This growth is particularly prominent in football, soccer and cricket – sports which have not traditionally seen high participation rates from female athletes.

## 8.1 Female Participation in Structured Sporting Activity and the Capacity and Challenges for Council Infrastructure to Support this Participation (cont'd)

### 2.1 Participation Trends

Research undertaken by Council earlier this year indicates that in excess of 12,000 females within the municipality are currently participating in structured community sports.

While the majority of these participants play netball or basketball, in recent years there has been a significant growth in non-traditional female sports such as football, soccer and cricket.

A recent survey of football, soccer and cricket clubs in the municipality sought information about anticipated growth rates over the next five (5) years. The feedback received has indicated that combined female team numbers across the three (3) sports are expected to grow from sixteen (16) teams in 2016, to one-hundred and three (103) teams in 2021.

While these numbers are local predictions, they provide an indication of community expectations and perceptions regarding the continued growth in female participation.

### 2.2 State Government of Victoria Commitment

The growth of female participation in sport is being actively encouraged by the State Government through various initiatives.

As part of State Government of Victoria's *Community Sports Infrastructure Fund*, \$1 million has been allocated state-wide to build new and upgrade existing outdated change facilities at sports clubs which cater for female sport. This funding has been made available via grants of up to \$100,000, which can be sought through the *Female Friendly Facilities* funding stream.

Furthermore, following State Government of Victoria's Inquiry into Women and Girls in Sport and Active Recreation, the *Female Friendly Sports Infrastructure Guidelines* were established to assist the sport and active recreation sector in delivering facilities and programs which value gender equality and create an environment where women and girls feel welcome and valued. Listed within these guidelines are three enablers, which have been identified as the core ingredients to drive cultural change. These are:

- Facility Planning & Design
- Maximising Use
- Policy That Drives Change

In addition, in August 2015 VicHealth launched its *Changing The Game* initiative which seeks to increase female participation in sport and recreation.

## **8.1 Female Participation in Structured Sporting Activity and the Capacity and Challenges for Council Infrastructure to Support this Participation (cont'd)**

The initiative, which runs through until June 2017, provides funding for six sporting codes to work with women and girls who don't normally participate in sports programs provided through community clubs and associations. These codes include: Australian Rules Football; Tennis; Cycling; Gymnastics; Surfing; and Netball.

The key focus of the initiative is to get tens of thousands of Victorian females, who are either currently inactive and somewhat active, to become active more often through sport and recreation, whilst also raising the profile of female sport.

This level of interest and government policy support, provides Council with the opportunity to advocate for increased investment in support for female participation.

### **2.3 Future Directions of Sporting Associations**

#### **2.3.1 The Australian Football League (AFL) Victoria**

AFL Victoria is actively promoting the growth of female participation in football, most notably through its Growing the Heartland – Football Facilities Development Strategy.

This strategy notes that one of AFL Victoria's priorities is to ensure facilities cater for the diversity of football participants, with all new or refurbished facilities to include unisex change rooms for both players and umpires.

Other elements within their strategy focus upon a general improvement of sporting facilities to accommodate female participants.

Nationally, the AFL is promoting female football at an unprecedented level and specifically through the recent establishment of the AFL Women's competition.

This competition and the significant levels of publicity it is receiving in the national media is widely anticipated to result in an increase in female participants at a local level.

#### **2.3.2 The Eastern Football League (EFL)**

Two (2) objectives listed in the EFL 2014-18 Strategic Plan refer specifically to the importance of female involvement in community football and the need to have facilities developed in a way which accommodates female participants. The plan notes that the development of female football, school football and AFL 9's is a key focus of the EFL during this period, while also highlighting the importance of strengthening partnerships with councils and other levels of government to ensure facilities utilised by EFL clubs are adequate to cater for female participants.

### **8.1 Female Participation in Structured Sporting Activity and the Capacity and Challenges for Council Infrastructure to Support this Participation (cont'd)**

It is of note that at a recent meeting with the EFL representatives, the adequacy of facilities is one of the most pressing issues the League is facing.

Consultation with the local clubs has indicated that as early as next season (2017), the number of female teams (senior and junior) within the EFL is expected to increase from thirty-seven (37) to more than seventy (70).

By 2018, it is anticipated that this number will have increased to more than one-hundred (100) female teams, with 25-30% of these teams based in Knox (approximately 600 new participants).

In the short term, the EFL would like to work with Council to see Schultz Reserve, pending the delivery of proposed upgrades, used as a designated female football facility for the region.

This facility would also be able to host interleague training for representative teams.

Furthermore, the EFL has expressed an interest in better utilising Lewis Park Reserve for female football, indicating that the venue may become a base for junior female interleague games. For this to occur, further investment would need to be made into upgrading elements of the facility.

The EFL has also consulted with those clubs who tenant multiple reserves with a view to using one facility as a designated female football venue. This would alleviate a number operational issues experienced when male and female football games are scheduled consecutively at the same venue.

Specifically, to Knox the EFL has held discussions with Ferntree Gully Eagles Junior Football Club, regarding the future use of Pickett Reserve proposing that junior boys' games be relocated to Windermere Reserve and Wally Tew Reserve with Pickett Reserve being utilised for junior girls' games.

#### **2.3.3 Football Federation Victoria's (FFV)**

FFV's 2012-15 Strategic Plan notes the importance of engaging women and girls in soccer seeking to achieve significant growth in female participation across all participation segments.

The Plan also notes that the creation of female friendly football environments, including appropriate facilities is a key strategic priority of FFV.

## **8.1 Female Participation in Structured Sporting Activity and the Capacity and Challenges for Council Infrastructure to Support this Participation (cont'd)**

### **2.3.4 Cricket Victoria**

Similar to the football and soccer codes, Cricket Victoria's strategic document 'Common Ground – A Unified Plan for Victorian Cricket Facilities Development' has incorporated priorities in regard to continued female participation growth and improvement of facilities.

This recognises that work must be undertaken to ensure all new cricket facilities are appropriately equipped with female change spaces and amenities and that a priority action plan needs to be developed in conjunction with State Government, Local Government, associations and clubs.

A further strategic priority is that Cricket Victoria will seek to allocate a specific amount of funds each year from its grants fund to targeted facility priorities, including female facilities and practice facilities.

### **2.3.5 Local Cricket Associations**

In line with Cricket Victoria, the three (3) major local cricket associations within the municipality – Ferntree Gully & District Cricket Association (FTGDCA); Ringwood District Cricket Association (RDCA) and Eastern Cricket Association (ECA), have all noted their intentions to grow junior female participation.

The FTGDCA has recently developed an U13 Girls competition which consists of nine (9) teams and its short-term strategy is to increase the number of junior female teams within two (2) years across two (2) age groups, being U12 and U14.

The FTGDCA's mid to long term strategy is for every affiliated club to have at least one or two junior female teams between the age groups of U10 to U16.

The FTGDCA believes it is approximately four (4) years away from a critical mass of junior girls looking to move into senior cricket.

The RDCA and ECA both have a focus on increasing female participation at the junior level with the ECA recently creating a new 'Inner East Girls Cricket' association in conjunction with the Box Hill Reporter & District Cricket

Association. This association consists of U13, U15 and U17 Girls competitions.

## 8.1 Female Participation in Structured Sporting Activity and the Capacity and Challenges for Council Infrastructure to Support this Participation (cont'd)

### 2.4 Gender Lens for Leisure (GLL) Project

In 2014, Council partnered with the neighbouring municipalities of Yarra Ranges and Maroondah to undertake the *Gender Lens for Leisure* project. The project, partly funded by the Federal Preventing Violence Against Women in Our Community (PVAWC) Program, was designed to identify baseline policies and initiatives that help to promote and develop gender equity across sport and recreation offerings.

Broadly, the GLL Project identified ten (10) factors or opportunities that may have an influence on female participation. These include:

1. Suitably scheduled/short duration activities.
2. Availability of activities popular with females.
3. Sensitivity to body image.
4. Women only teams/programs.
5. Family friendly policies/places.
6. Designs sensitive to perceptions of security.
7. Providing and promoting female role models.
8. Actively targeting and marketing participation to females, and those most vulnerable.
9. Specific design features preferred by many women.
10. Encouraging equitable access to facilities.

A copy of the ten (10) factors, including a detailed description, is included in Appendix A.

The GLL Project also identified the role Council could play in influencing change within the leisure setting and ultimately promote the increased involvement of females in sport. These include:

1. Policies and planning documentation.
2. Market Intelligence and segmentation.
3. Staff gender balance.
4. Resources: financial priority.
5. Allocation, pricing and use.
6. Sports and club development.
7. Promotional and educational material.

A copy of the Council mechanisms, including a detailed description, is included in Appendix B.

While councils vary in the scope and level of service they provide across the sport and Leisure landscape, Knox City Council has initiated a number of projects and programs as a result of the GLL Project.



## **8.1 Female Participation in Structured Sporting Activity and the Capacity and Challenges for Council Infrastructure to Support this Participation (cont'd)**

This includes significant planning and implementation of a number of policy and promotional initiatives regarding female friendly infrastructure.

This includes the *Sport and Recreation Victoria's Female Friendly Guidelines*; policy reviews with a strong female participation lens; a *Club Development Program* education session about encouraging female participation and the development and launch of a *Sportswomen in Knox* promotional video.

### **2.5 Current Condition of Sporting Pavilions**

The Victorian Government inquiry into Women and Girls in Sport and Active Recreation has recognised the need to achieve equitable provision of high quality female friendly sport and infrastructure and provided guidelines for the planning and design of community sport and active recreation clubs and centres.

While these are aimed primarily at the provision of new/upgrade facilities, the design principles and building management practices highlighted are also applicable for renewal/rehabilitation projects.

A significant percentage of Council's sporting pavilions are in the latter part of their working life, with a number over fifty (50) years old and needing replacement or upgrade/renewal within the next ten (10) years.

These pavilions incorporate what was the accepted standard for amenities and changing facilities largely utilised by male athletes which typically incorporates open plan showers, urinals and associated toilet cubicles.

These facilities would not meet the contemporary needs of female athletes, such as cubicle showers and toilets, adequate levels of natural light, appropriate sight lines between social rooms and change rooms, access to baby change spaces, shelves and power points to vanities for general accessories.

The Victorian Government enquiry regarding change facilities/amenity provision identified these as key elements.

Consequently, Council's current building stock has a very low capacity to support female participation in sport.

Consultation with the tenant clubs of Council's sporting pavilions established a five-year horizon of projected female participation and associated increased needs across the building portfolio.

### 8.1 Female Participation in Structured Sporting Activity and the Capacity and Challenges for Council Infrastructure to Support this Participation (cont'd)

An initial analysis has been undertaken of existing building infrastructure (with regard to the provision of change facilities and amenities) and the ability of the infrastructure to support this projected need.

The following options were considered:

1. **Renewal Option** – in accord with the guidelines, incorporation of female friendly sport infrastructure into amenities/change room refits under Council's building renewal program (up to \$30,000 where the projected addition is 1-2 teams).
2. **Upgrade Option** - in accord with the guidelines, using existing floor space to meet requirements (\$100,000 - \$200,000 where there is projected addition of 2-4 teams).
3. **Extension/Secondary Change Facility Option** – addition to building (>\$200,000 plus where there is projected addition of 5-6 female teams or greater).

Twenty-eight (28) buildings were considered against the needs analysis in consultation with the tenant clubs, with the following results:

- Ten (10) buildings could be incorporated into a future Renewal program with an additional cost of approx \$20,000 per project.
- Five (5) buildings could use existing floor space based on projected need at average annual cost of \$100,000.

The five (5) pavilions identified would require substantial refitting to be fit for purpose as the floor plan/building footprint is insufficient to accommodate amenities and/or would require upgrading to meet legislative requirements and guidelines for female friendly, accessible facilities.

- Thirteen (13) buildings would need an extension or a secondary change facility to meet the projected need based upon approximately 100 square meters' additional space. The total cost would be approximately \$4.3 million (~\$330,000 per building). Applying alternative structures methodology, the indicative, total cost would be approximately \$2.7 to \$3.2 million (~\$210,000 to \$250,000 per building).

These pavilions may also require other infrastructure upgrades to grounds and lighting to support the increase in use – both training and match days.

The financial implications are summarised in table form further in this report.

## 8.1 Female Participation in Structured Sporting Activity and the Capacity and Challenges for Council Infrastructure to Support this Participation (cont'd)

### 2.6 Alternative Structures

Council has engaged a Consultant for Stage 2 of the *Alternative Building Structures for Community and Sporting Use* study. This stage is to progress the study to a level of detailed design, specifications and costing for nominated sporting facilities.

This study will provide alternative designs and costs for various infrastructure needs relating to Council's sporting pavilions.

It is expected that Stage 2 will be delivered to Council by March 2017.

Although not specifically commissioned for the purposes of provision of female change facilities and amenities, the methodology presented and design development being undertaken recognises the need for additional facilities for female participation and the associated challenges presented to existing infrastructure and future infrastructure provision.

Following receipt of the study, pilot projects may be adopted by Council as a part of the 2017/18 budget process for implementation and monitoring. The pilot projects for development as a part of Stage 2 of the study are:

- Lakesfield Reserve, Lysterfield (expanded pavilion)
- Colchester Reserve, Boronia (expanded pavilion)
- Knox Gardens (stand-alone changing facility)
- Batterham Reserve, The Basin (additional changing facilities)
- Seebeck Reserve, Rowville (additional changing facilities)

Whilst alternative structures may not fully address the immediate infrastructure needs, it may well provide a responsive and cost effective solution to the current amenity challenges.

### 2.7 Additional Usage on Sports Fields

Since 2000/2001, twenty-two (22) of Council's sports fields have had significant surface upgrades in order to reduce risk to participants, improve sustainability of the playing surface and enable increased usage.

However, despite these improved outcomes and increases in the amount of maintenance, many of Council's sports fields still show significant signs of wear related damage each year. This predominantly occurs during the Winter months as the demand from the community exceeds the physical capacity of the grassed surface.

This demand in some sports fields is as much as forty-three (43) hours per week, which is almost double the usage amount recommended.

### **8.1 Female Participation in Structured Sporting Activity and the Capacity and Challenges for Council Infrastructure to Support this Participation (cont'd)**

On average, each sporting team requires approximately five (5) hours of use per oval per week (three (3) hours of training; two (2) hours of game time).

When participation trends are considered together with the anticipated growth of female teams in cricket, football, and soccer from 16 to 103, an additional 435 hours of sports field usage will be needed across the municipality by the year 2021.

Based upon the recommended usage capacity of grass playing surfaces (21 to 25 hours per week), Council would need to find an additional twenty (20) sports fields to accommodate this demand.

While some existing sites could accommodate additional usage, many would also require significant financial investment to upgrade crucial infrastructure (ie. surface, floodlights, change facilities, etc.) in order for this additional usage to be realised.

For example, Kings Park Oval No. 2 currently has five (5) hours a week of usage (on Sundays) as the facility has no floodlights and cannot be used mid-week during winter months (evenings) for training activities.

It is noted however that even if Council provided funding for infrastructure upgrades at sites such as Kings Park Oval No. 2, there would still remain a significant gap in accommodating the anticipated growth in female participation.

To accommodate this growth, Council may need to consider other options such as synthetic sporting surfaces which can accommodate up to forty (40) hours per week of use.

Potential sites for such facilities may be:

- the currently proposed active open space at Kingston Links;
- Stage 2 of development at Knox Regional Sports Park; and/or
- Lewis Park Reserve.

On top of the capital costs, it is noted that there will also be an additional cost to Council in the management and maintenance of the sports fields – either through increased usage or through additional facilities being brought on line.

## 8.1 Female Participation in Structured Sporting Activity and the Capacity and Challenges for Council Infrastructure to Support this Participation (cont'd)

### 2.8 Ground Lighting (Floodlighting)

Floodlighting standards vary considerably across the municipality with adequate lighting levels favouring senior football/soccer facilities.

Many of the secondary ovals have no lighting and consequently, would not support training overflows or increased usage.

The current capacity to support this increased projected future use is low.

### 2.9 Strategies and Policies

A number of strategies and policies exist or are in development to assist Council with current and future challenges. Most notably:

- a review of Council's Sporting Reserve and Facility Development Guidelines Policy;
- the Sporting Club Financial Contributions Towards Reserve Developments Policy;
- Sporting Reserve Facility Usage Policy;
- a Grass Sporting Surfaces Management Review; and
- an Alternative Building Structures Study for Community and Sporting Use.

Council currently has fifty-nine (59) pavilions servicing community sport with a further fourteen (14) other buildings and structures that provide ancillary space for storage, scoring and other uses.

Careful consideration is needed to improve the suite of community sporting infrastructure to meet and/or manage the increasing demand and community expectations.

#### 2.9.1 A Knox Sporting Pavilion Plan

Council has recently submitted an application to the 2017-18 Sport and Recreation Victoria's *Community Sports Infrastructure Fund* for a planning grant to develop a Knox Sporting Pavilion Plan.

It is intended that the Plan will set the long term direction for the provision of sporting pavilion infrastructure to support the local community sports grounds and enhance health and wellbeing outcomes for the community.

The Plan will incorporate current trends and standards, universal design, female friendly design and multipurpose community use. When complete, the Pavilion Plan will achieve the following objectives:

### **8.1 Female Participation in Structured Sporting Activity and the Capacity and Challenges for Council Infrastructure to Support this Participation (cont'd)**

- A comprehensive review of individual pavilions compared against usage, current trends, universal design, female friendly expectations and current standards.
- Development of a ranked long term (20+ years) capital improvement program.
- Identifying potential service gaps and opportunities for multipurpose community use.
- Identify funding opportunities/partners including Council's Long Term Financial Forecast and the proposed Developer Contributions Plan.

Sport and Recreation Victoria is currently assessing the grant program with grant announcements typically made in March of the year preceding the financial year.

The changing landscape of female sporting participation and key findings noted within this report may have implications for a number of Council policies and where identified, amendments will need to be considered:

#### **2.9.2 The Sporting Reserve and Facility Development Guidelines Policy**

This Policy was last updated in October 2014 and is set for review in October 2017.

For example, while the current Policy notes that unisex amenities are required in all new/renewed facilities, further exploration of the number of change rooms available at each site should be considered.

Currently, the Policy notes that four (4) change rooms are only required at facilities where two (2) ovals/fields are present. However, this could be reviewed to consider having four (4) change rooms at each site, as a minimum. This would ensure greater privacy and flexibility when male and female games are scheduled consecutively at the same venue.

Access to baby change spaces, amenities being required to have vanity units and/or shelving and power points available should also be considered in accordance with the Victorian Government enquiry regarding change facilities/amenity provisions.

#### **2.9.3 The Sporting Club Financial Contributions Towards Reserve Developments Policy**

This Policy is scheduled for review in October 2017 but no major changes are anticipated.

## **8.1 Female Participation in Structured Sporting Activity and the Capacity and Challenges for Council Infrastructure to Support this Participation (cont'd)**

### **2.9.4 The Sporting Reserve Facility Usage Policy**

This Policy is currently being reviewed and will be presented to Council at an Issues Briefing, early 2017.

As part of this review, it is proposed that a new eligibility criteria is included which encourages inclusiveness and female participation within sporting clubs.

The proposed, new eligibility criteria will essentially require clubs to field a female team as a minimum (at any level) or have significant (50% or more) female representation on the club committee in order to enter into a tenancy agreement with Council.

### **2.10 Usage Equity**

Whilst it is recognised that significant growth in female participation is expected, there is also the question of usage equity.

To this end, it is considered that female participation should have access to all facilities, rather than being expected to use overflow facilities. This is in accordance with guidelines for gender inclusion in sports opportunities.

## **3. CONSULTATION**

External consultation was undertaken by Leisure Services with tenant clubs during September/October of this year for all Council's sporting pavilions that service football, cricket and soccer.

Information requested from the clubs centred on the provision of expected/projected growth in female participation over a five-year horizon.

Further discussion and meetings have been undertaken with the relevant sporting associations regarding their future direction pertaining to fostering/promoting increased female participation in sporting activity.

## **4. ENVIRONMENTAL/AMENITY ISSUES**

Environmental issues were not specifically considered as part of this report.

The recently released *Female Friendly Sports Infrastructure Guidelines* note the importance of good quality infrastructure which is available to all those wishing to participate in organised sport. This is an important amenity issue for the community and carries with it a significant financial investment.

## 8.1 Female Participation in Structured Sporting Activity and the Capacity and Challenges for Council Infrastructure to Support this Participation (cont'd)

### 5. FINANCIAL & ECONOMIC IMPLICATIONS

Indicative costings for provision of required infrastructure to meet the projected needs over a five-year horizon are summarised in the table below.

The main focus of this report is building infrastructure but indicative new/upgrade costings for surface/grounds and ground lighting has been provided for high end project estimates.

Facilities no.	Renewal Option (up to \$20,000)	Upgrade Option (\$100,000-\$200,000)	Extension/ Secondary Change Facility – Traditional Building Form (based on addition of 100sq metres and indicative costing of \$330,000)	Extension/ Secondary Change Facility – Alternative Structural (based on Alternative structure methodology, 100sq m and indicative costs \$210,000 - \$250,000)	Ground Upgrade (\$650,000 to \$750,000)	Lighting Provision/ Upgrade (250,000)	Total
10	\$200,000						\$200,000
5		\$500,000-\$1,000,000			TBD	TBD	\$500,000-\$1,000,000
13			\$4,290,000	\$2,730,000 - \$3,250,000	\$8,400,000 - \$9,700,000	\$3,250,000	\$14,400,000 - \$16,200,000
							\$15,100,000 - \$17,400,000

As noted, there would also be additional costs associated with the maintenance and management of these assets – through increased use of the assets or through new or upgraded assets being brought on line.

While funding up to \$100,000 is available to assist with the delivery of these projects through State Government of Victoria's *Female Friendly Facilities* funding stream, an opportunity also exists for Council to advocate for additional funding given the large level of investment required to bring community sporting facilities up to a standard which can accommodate the growth in female participation.



## 8.1 Female Participation in Structured Sporting Activity and the Capacity and Challenges for Council Infrastructure to Support this Participation (cont'd)

### **6. SOCIAL IMPLICATIONS**

Providing new and upgraded infrastructure which can accommodate the anticipated growth in female participation would deliver a number of social benefits to the community, including:

- improved access to quality sport and recreation opportunities;
- improved physical and mental wellbeing outcomes;
- culture of improved gender equity;
- greater connectivity for individuals to engage within community based projects;
- maximisation of community and Council facilities; and
- increased capacity for local organisations to deliver activities and programs to the community.

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

This item has relevance to Council's 2013 – 2017 City Plan under the City Plan Objectives of continuously improving the capacity of Council's services and infrastructure to best meet the community needs.

It supports the Vibrant and Sustainable Built Environment Theme

- 1.1 The changing needs of a diverse community are supplied through planned growth and change in housing and infrastructure that respects both built form and natural systems and resource availability; and

The Culturally Rich and Active Communities Theme

- 1.2 Increase use of public spaces and infrastructure for the purposes of cultural expression and physical activity.

### **8. CONCLUSION**

There are numerous challenges in providing the infrastructure necessary to meet the expected/projected female participation for Council's sporting facilities.

Sporting Associations have clear strategies to promote the growth of female participation in sport, however fulfilling these strategies will require significant financial investment from Council, State and Federal Government, state sporting associations, and the community.

### **8.1 Female Participation in Structured Sporting Activity and the Capacity and Challenges for Council Infrastructure to Support this Participation (cont'd)**

Ageing and non-contemporary infrastructure, usage capacity of grounds, and future projected needs all need to be addressed in a holistic manner.

For example, the development of a Knox Sporting Pavilion Plan will provide Council with a long term direction for the provision of sporting pavilion infrastructure. Further, the Alternative Building Structures Study for Community and Sporting Use study is expected to help bridge the infrastructure gap for sporting facilities, although it is acknowledged that this will not be the only solution to the challenge and will require significant financial investment.

While Council has a number of policies and programs to assist in the management of this issue, holistic and methodical consideration needs to be given to accommodating the expected increases in participation, including service levels and limitations. This includes the development of a better understanding of the issue and the establishment of a number of options/plans to address. The consistent message however is that significant financial investment is required over an extended period of time.

## **9. CONFIDENTIALITY**

There are no confidentiality issues attached to this report.

### **8.1 Female Participation in Structured Sporting Activity and the Capacity and Challenges for Council Infrastructure to Support this Participation (cont'd)**

#### COUNCIL RESOLUTION

MOVED: CR. SEYMOUR

SECONDED: CR. MORTIMORE

That Council:

1. Receives this Call Up Item report regarding female participation in football, cricket and soccer and the capacity and challenges presented by Council's sporting facilities (pavilions);
2. Notes the work being undertaken to address the expected growth in demand and the associated challenges, including:
  - the submitting of an application to the 2017-18 Sport and Recreation Victoria's Community Sports Infrastructure Fund for a planning grant to develop a Knox Sporting Pavilion Plan;
  - reviewing the Sporting Reserve and Facility Development Guideline Policy in 2017;
  - reviewing the Sporting Reserve Facility Usage Policy in 2017;
  - finalising Stage 2 of the Alternative Building Structures for Community and Sporting Use study by March 2017; and
3. Considers the funding of pilot projects from the Alternative Building Structures for Community and Sporting Use study as a part of the 2017/18 budget process.

CARRIED

## Appendix A – Factors and opportunities influencing female involvement and attitudes

# FACTORS AND OPPORTUNITIES INFLUENCING FEMALE INVOLVEMENT AND ATTITUDES

### 1 SUITABLY SCHEDULED / SHORT DURATION ACTIVITIES

- Activities without routine commitment to play, train, or volunteer at specified times
- Relatively short duration
- Flexibly scheduled activities that suit fragmented time availability
- Facility opening times that suit women who work, or are at home

### 2 AVAILABILITY OF ACTIVITIES POPULAR WITH FEMALES

- Activities popular with females: non-organised physical activity: walking, running, swimming, gym etc. social sports, group fitness, swimming, gymnastics, dance, netball, cycling, yoga, climbing, roller derby
- Social opportunities attached – or ability to do activities with another or in a relatively social way

### 3 SENSITIVITY TO BODY IMAGE

- Clothing policies in aquatic facilities, and court and field sports
- Images reinforcing “ordinary” women: cycling, in the gym etc.
- Uniforms that reduce ‘degree of sexualisation’ that is attached to short skirts or revealing uniforms.

### 4 WOMEN ONLY TEAMS / PROGRAMS

- Women’s only: teams, swim, gym, programs etc.
- Gyms space for women
- Specific events
- Grassroots programs for girls
- Programs to address women with low confidence / not played sport



### 5 FAMILY FRIENDLY POLICIES / PLACES

- Provision of crèche
- Family / baby/ accessible / unisex change facilities
- Space for prams and wheelchairs.
- Breast feeding friendly
- Encouraged to bring a child

### 6 DESIGN SENSITIVE TO PERCEPTIONS OF SECURITY

- Places that are well lit (eg trails, car parks) and welcoming to women
- Places with good surveillance, where hand over to ex spouse are non threatening
- Active spaces with facilities for people of all ages



### 7 PROVIDING AND PROMOTING FEMALE ROLE MODELS

- Promoting women’s successes
- Images including women in gyms etc.
- Women’s involvement in positions of management and influence in clubs
- Awards for women
- Information that addresses gender stereotypes and club culture

### 8 ACTIVELY AND TARGETED MARKETING PARTICIPATION

- Actively promoting activities and features of interest to women
- Opportunities targeting females with lowest propensity to pay and participate
- Encouraging participation of 16-18yrs+
- Improved ‘hard data’- evidence of benefits of sport and female participation

### 9 SPECIFIC DESIGN FEATURES PREFERRED BY WOMEN

- Places to put handbag/ clothes off the floor
- Change cubicles, shower curtains, and mirrors
- Clean toilets, sanitary bins
- Socially facilities that allow for group activities, cafes

### 10 EQUITABLE ACCESS TO PROGRAMS AND FACILITIES

- Additional courts/fields
- Allocation priorities and pricing that encourage females
- Female/unisex change rooms so females can use the ground
- Colocating female with male sports eg: i.e. football / netball
- Casual and term based activities that are not more expensive than seasonal

## Appendix B – Mechanisms that Councils can use to influence female participation

### WHAT MECHANISMS COUNCIL CAN USE

#### 1 POLICIES AND PLANNING DOCUMENTATION

- Referencing gender equity
- Identifying specific issues, policies, strategies and action

#### 2 MARKET INTELLIGENCE AND SEGMENTATION

- Surveys influencing programming
- Facility provision (i.e. change rooms, crèche)
- Design to reflect that segmentation

#### 3 STAFF GENDER BALANCE

- Management, planning
- Programming, front of house
- Design review teams

#### 4 RESOURCES: FINANCIAL PRIORITY

- Projects involving women i.e. female change rooms receiving priority in budget processes and grants

#### 5 ALLOCATION, PRICING AND USE

- Policies and conditions of use addressing gender equity
- Hand books actively encouraging use from females

#### 6 SPORTS / ORGANISATION / CLUB DEVELOPMENT

- Actively educating and influencing clubs and organisation in their role
- Addressing club cultures regarding attitudes to women

#### 7 PROMOTIONAL / EDUCATIONAL / MATERIAL

- Background literature
- Templates
- Brochures for clubs and staff
- Councillor buy in



**ALL WARDS****8.2 CONTRACT NO. 2164 – STREET TREE PLANTING AND ESTABLISHMENT**

**SUMMARY:** *Capital Project Delivery Officer – (Lara Wilson)*

*This report considers and recommends the appointment of a tenderer for Contract No. 2164, Street Tree Planting and Establishment, which encompasses street tree planting and maintenance of newly planted street trees over a two-year period.*

**RECOMMENDATION**

**That Council**

- 1. accept the schedule of rates tender submitted by Citywide Service Solutions Pty Ltd for Contract No. 2164 – Street Tree Planting and Establishment for a contract term of two years from 29 February 2017 to 28 February 2019 with the option of one two-year extension at Council’s discretion;**
- 2. authorise the Chief Executive Officer to formalise the contract documentation as outlined above and to sign and seal the contract; and**
- 3. advise the successful Tenderer and unsuccessful Tenderers accordingly.**

**1. INTRODUCTION**

Knox’s streetscapes and the street tree population are regarded as one of Council’s greatest assets and contribute to the green leafy image of Knox. The importance of this green leafy image has been highlighted in a number of Council’s strategic documents including: Knox Vision: Our City Our Future, City Plan, Municipal Strategic Statement, Knox Urban Design Framework, Knox Liveable Streets Plan 2012-2022, Knox Green Streets Policy (2014), Knox Open Space Plan 2014-2024, and the Street Tree Asset Management Plan (2016).

Street trees are highly valued by the community and street tree planting offers streetscape amenity as well as providing opportunities for environmental and sustainable benefits – reduced stormwater run-off, reduced heat island effect, and increased habitat for local fauna.

Street tree planting services are undertaken through operational and capital programs - Street Tree Infill Planting and Street Tree Replacement respectively. Over the last five years, planting undertaken through the Street Tree Infill Planting program has reduced the identified street tree deficit of around 11,350 to 5,200, whilst the Street Tree Replacement program has allowed for the renewal of many streetscapes across the municipality.

## 8.2 Contract No. 2164 – Street Tree Planting and Establishment (cont'd)

Contract No. 2164 will replace Contract No. 1958 (Street Tree Planting and Establishment). Contract No. 2164 is to include a number of service improvements such as a step by step tree planting procedure and tree health descriptions for the purpose of auditing. In addition, an extra incentive to ensure trees are planted correctly has been included whereby if a tree has not been planted in accordance with the contract specifications, the contractor must pay for the rectification and re-auditing of the tree until planting is 100% compliant.

It is intended that Contract No. 2164 will replace Contract 1958 – Street Tree Planting and Establishment on 28 February, 2017. Contract No. 2164 is a Schedule of Rates contract, with prices allocated 'per tree' for planting and additional works (such as cage installation) or 'per year per tree' for the maintenance component.

## 2. DISCUSSION

### 2.1 Proposed Works/Services

This report considers and recommends the appointment of a sole Tenderer for Contract No. 2164. The contract period is for a minimum of two years and a maximum of four years based on the following:

Contract Period	Dates
(1) 24 months	29 February 2017 – 28 February 2019
(2) 24 months	29 February 2017 – 28 February 2019

The length of the contract period is dependent on the contractor delivering the agreed service levels as outlined in Contract No. 2164.

#### 2.1.1 Contract components

Key services are tree planting (between 2,000-2,500 trees per year) and maintenance of newly planted trees for a two-year period, which together accounts for approximately 80% of contract works.

Additional services such as cage installation and tree relocation (eg. for crossover construction) are also covered under Contract No. 2164.

## 8.2 Contract No. 2164 – Street Tree Planting and Establishment (cont'd)

### 2.2 Tender Process

An Invitation to Tender was placed in *The Age* on Saturday 8 October 2016 and in the *Knox Leader* on Tuesday 11 October 2016 – the invitations closed on 18 October 2016. A pre- tender meeting was held on Friday 21 October 2016.

### 2.3 Tenders Received

A total of 3 tenders were received by 2pm on 28 October 2016. In accordance with Council's Contract Management procedures, Tenderers had the option to attend the tender opening process, however none were present at the time of the tender opening.

#### Tenderer

Citywide Service Solutions Pty Ltd  
Rodjen Pty Ltd trading as City and Rural Tree Services  
Taylors Environmental Group

#### 2.3.1 Evaluation Panel

The Tender Evaluation Panel for Contract 2164 comprised the following members:

Kathy Hynes (Coordinator - Active Open Space)  
Lara Wilson (Project Officer - Capital Project Delivery Officer Trees)  
Kanji Frigo (Health and Safety Officer)  
Ryan Ferguson (Proactive Tree Inspector)

All members of the panel signed the Tender Evaluation Panel Declaration Form indicating that they had no conflict of interest or association with any tenderers.

#### 2.3.2 Evaluation Criteria

The evaluation criteria were reviewed in accordance with evaluation criteria and weightings as listed in the Tender Details of Tender 2164 as follows;

**Financial Benefit 40%** – Projected costs to impact Council. For the purpose of evaluation, a percentage (of contracted works) was applied to each service to reflect the portion of contract works it represents, such that the selection panel could accurately ascertain the cost benefit offered overall.



## **8.2 Contract No. 2164 – Street Tree Planting and Establishment (cont'd)**

- Project Delivery 20% - Track record delivering similar type works within local government.
- Quality Management 25% - High quality work, flexibility, ability to meet deadlines, customer service, value adding - Council experience, contract renewal, programs and methods.
- Human Resource Management 10% - Management, supervisors, field staff, staff qualifications, reliability.
- Equipment 5% - Range, age and condition of equipment.
- Occupational Health & Safety Pass/Fail – Processes, procedures and track record.

### **2.3.3 Evaluation of Tenders**

Outcomes of the evaluation are presented in the Confidential attachment appended to this report.

As part of the evaluation process, the panel contacted the tenderers' referees, reviewed all tenderers' risk and safety management plans, and assessed their Health & Safety Questionnaires submitted with requested information.

The financial benefit impact was evaluated by applying the rates submitted for typical sample projects that would be common for the life of this contract. A lump sum amount was then arrived at for the sample project and used for evaluating the financial benefit of the tenders. An independent financial report has also been sourced on the preferred tenderer. A summary of this report is included in the Confidential report attached to this report.

### **2.3.4 Recommended Tender**

The recommended Tenderer is Citywide Service Solutions Pty Ltd ("Citywide"). Citywide scored the highest in the evaluation process (a detailed analysis is provided in the Confidential Summary appended with this report) and it was clear that the company has a thorough appreciation of the scope of works.

Citywide has undertaken similar works for Council over the 2016 planting season and has performed to a high level with regard to tree planting and maintenance. Council officers have also advised that the company has high customer service levels and to date has fulfilled all the requirements under the Occupational Health and Safety and Work Cover requirements.

## **8.2 Contract No. 2164 – Street Tree Planting and Establishment (cont'd)**

In addition, Citywide has substantial experience in providing contract tree maintenance services to local government. The company currently provides tree maintenance and other horticultural services to numerous councils throughout Melbourne such as City of Bayside, City of Melbourne, City of Kingston and City of Port Phillip.

Based on all the above, it is expected that Citywide will continue to provide a high quality service and successfully deliver the outcomes required for this contract.

### **3. CONSULTATION**

Consultation has occurred with stakeholders during the phases of tender preparation and advertising. Consultation has also occurred with the current contract officer and relevant Council officers during the evaluation phase to ensure a successful tendering process was achieved.

### **4. ENVIRONMENTAL/AMENITY ISSUES**

Street tree planting programs provide enormous opportunities for environmental and sustainable benefits, some of these include: reduced stormwater run-off, reduced heat island effect, increased habitat, linkages in habitat corridors, reduced threat to endangered species, and educational opportunities.

The services under this contract provide a significant contribution to enhance the environment and visual amenity of the municipality's road network and the surrounding environment.

### **5. FINANCIAL/ECONOMIC IMPLICATIONS**

The projected expenditure for the term of the contract (24 months plus the option of a 24-month extension) is anticipated to be in the order of \$3,124,000 (\$781,000 per year) which is derived from Council's operational Open Space Maintenance program and the capital funded Street Tree Replacement Program (R9404).

The actual expenditure incurred under this contract will be dependent on annual budget allocations during the life of the contract.

### **6. SOCIAL IMPLICATIONS**

The following elements of the Council Plan relate to this contract:

**Sustainable Natural Environment** – Knox City Council will be a leader in environmentally sustainable management, producing a healthier local environment, a green and leafy municipality, and sustainable living opportunities for all.

## 8.2 Contract No. 2164 – Street Tree Planting and Establishment (cont'd)

**Attractive and Vibrant Places** – Knox will have a village community feel with access to 'big city' facilities, neighbourhood parks and open space. Development will be targeted around activity centres, with significant landscape and cultural heritage sites preserved, through quality urban and landscape design standards.

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

The City Plan 2013-17 is a description of the strategic objectives and strategies for the City, as a whole, to support attainment of the City Vision. The implementation and delivery of the following themes and objectives from the City Plan are supported by this Street Tree Asset Management Plan. The proactive management of street trees (as a component of Council's public infrastructure) and a focus on improving canopy cover are both addressed the draft Plan.

## 8. CONCLUSION

Following the tender evaluation process, Citywide Service Solutions Pty Ltd is the preferred Tenderer to deliver Contract No. 2164 – Pruning of Trees and General Arboricultural Services.

It is adequately resourced and available to successfully undertake this contract within the constraints of time, quality and cost as detailed in the contract documentation.

## 9. CONFIDENTIALITY

A confidential summary relating to the capacity of the Tenderers to undertake all sections of the tender document will be circulated separately to this report.

### COUNCIL RESOLUTION

MOVED: CR. SEYMOUR

SECONDED: CR. HOLLAND

That Council

1. accept the schedule of rates tender submitted by Citywide Service Solutions Pty Ltd for Contract No. 2164 – Street Tree Planting and Establishment for a contract term of two years from 29 February 2017 to 28 February 2019 with the option of one two-year extension at Council's discretion;
2. authorise the Chief Executive Officer to formalise the contract documentation as outlined above and to sign and seal the contract; and
3. advise the successful Tenderer and unsuccessful Tenderers accordingly.

CARRIED

**ALL WARDS****9.1 CITY/COUNCIL PLAN 2017-2021 PROJECT UPDATE AND SECOND EDITION STATE OF KNOX REPORT 2016**

**SUMMARY:** *Manager – Community Wellbeing (Kathy Parton), Manager – City Futures (Kim Rawlings), Manager – Governance & Innovation (Fleur Cousins), Manager – City Planning & Building (Paul Dickie), Manager – Sustainable Infrastructure (Matt Hanrahan) and Executive Officer City Futures (Trish Winterling).*

*This report provides a status update on the development of the City and Council Plan 2017-2021 and the final draft Second Edition State of Knox Report 2016.*

**RECOMMENDATION**

**That Council**

- 1. Endorse the Second Edition State of Knox Report 2016 (Appendix A) for public release and note that a review is proposed in 2018 in order to incorporate 2016 Census data;**
- 2. Endorse public release of community engagement reports (Municipal Survey, Youth Focus Group and Community Focus Groups) (Appendices B, C & D); and**
- 3. Note the status update for the development of the City and Council Plan 2017-2021 project.**

**1. INTRODUCTION**

The current City Plan (incorporating Council Plan) will expire in June 2017. The development of the new City and Council Plan is being informed by evidence based research (2<sup>nd</sup> Edition State of Knox Report) and community engagement, including the Municipal Survey, focus groups and a Community Panel.

The 2<sup>nd</sup> Edition State of Knox Report (Appendix A) provides Council and the community with information on the ‘state of play’ in the City of Knox. It acts as a monitoring tool to identify progress towards Council and the community’s long term vision for the City and contributes to the evidence-base for the development of the City and Council Plan 2017-21.

The preliminary findings from the final draft 2<sup>nd</sup> Edition State of Knox Report and community engagement conducted to date, were discussed with Councillors at the 12 July & 6 September 2016 Issues Briefing and during the recent Councillor Induction Session held on 20 November 2016.

This report provides an overview of the 2<sup>nd</sup> Edition State of Knox Report development and a status update on the development of the City and Council Plan 2017-2021.

## 9.1 City/Council Plan 2017-2021 Project Update & 2<sup>nd</sup> Edition State of Knox Report 2016 (cont'd)

### 2. DISCUSSION

#### 2.1 Development of the 2<sup>nd</sup> Edition State of Knox Report

The development of the 2<sup>nd</sup> Edition State of Knox Report (Appendix A) has consisted of four key components which are outlined below.

- **Establishment of the State of Knox Master Database 2016** – which contains ‘population-level’, quantitative data, which is high quality, reliable, currently available and comparable at a metropolitan or state level. Approximately 100 data sources have been utilised in the development of this report overall, including 2011 Census data.
- **Review and Analyse of the State of Knox Master Database 2016** – which identifies key strengths, weaknesses and emerging trends in the City of Knox and was primarily designed to inform the community and stakeholder engagement process which forms a major part of the development of the City and Council Plan 2017-21.
- **Development of the State of Knox Basic Conditions Template** – which sets-out ‘indicators’ and ‘measures’ which were drawn from the first *State of Knox Report*, and the *Integrated City Strategy and Implementation Plan*.
- **Drafting the State of Knox Report (2<sup>nd</sup> Edition) 2016** – which provides a narrative and data tables (which were drawn from the State of Knox Master Database 2016 and additional data) that identify and explore the key social, health, political, cultural, environmental and economic issues in Knox.

In particular, the State of Knox report contains a demographic overview, explores how things have changed since the first edition of the State of Knox Report 2013 and compares Knox with metropolitan (or in some cases, state) averages. It also outlines strengths and areas of concern in Knox.

Due to the timing of the Census data collection (every five years), the 2016 Census data was not available for inclusion in the report. This has meant that some indicators could not be updated. It is proposed that a review of the State of Knox in 2018 will enable the incorporation of new data emerging from the 2016 Census.

In consultation with subject matter experts, five lead Council authors drafted chapters of the State of Knox report in accordance with the current City Plan and Vision themes: healthy connected communities; prosperous, advancing economy; vibrant and sustainable built and natural environments; culturally rich and active communities; and democratic and engaging communities.

## 9.1 City/Council Plan 2017-2021 Project Update & 2<sup>nd</sup> Edition State of Knox Report 2016 (cont'd)

The 2<sup>nd</sup> Edition State of Knox Report (Appendix A) is presented to Council for endorsement for public release. This document will be published and made available via Council's web page for community use, and supplemented with other relevant communications materials.

## 2.2 Status Update on the Development of the City and Council Plan 2017-2021

The development of the City and Council Plan 2017-2021 is progressing well and has included the following key stages:

- **Research and Community Engagement (January – December 2016)**

*State of Knox* - The 2<sup>nd</sup> Edition State of Knox Report (Appendix A) provides Council and the community with information on the 'state of play' in the City of Knox and contributes to the evidence-base for the development of the City and Council Plan 2017-21.

*Municipal Survey* – Conducted in June/July 2016, this survey was developed by an independent expert consultant according to a scientific approach to survey research and involved three types of survey activity (telephone, online & face to face for hard to reach groups). The City Plan Municipal Survey Final Report (Appendix B) is presented to Council for endorsement for public release. Table 1 below summarises the participation by community segment.

<b>Audience</b>	<b>Method</b>	<b>Total</b>
Residents	Phone, Online & Paper	1327
Business	Phone	200
Community Groups	Online	38
Young Adult	Face to Face interviews	52
Youth (12 – 17 years)	Online & Paper (hard copy)	5
Hard to Reach residents (ie disability, low social economic, aged & multicultural)	Face to Face interviews, Phone	21
Staff & Councillors	Online & Paper (hard copy)	116

Table 1 – Survey participation by community segment.

*Focus Groups* – Conducted during August – September 2016, to further explore the preliminary findings of the State of Knox research and Municipal Survey. The Youth Focus Groups Report (Appendix C) and Consultation Summary and Advice Report (Appendix D) is presented to Council for endorsement for public release. Table 2 below summarises the focus group participation.

## 9.1 City/Council Plan 2017-2021 Project Update & 2<sup>nd</sup> Edition State of Knox Report 2016 (cont'd)

Focus Group	Attendance
Various community, agency, business and Council advisory committee workshops.	148
Community Pop Up – Westfield Knox Shopping Centre	Approx 70
Young People (11 – 25 years) workshops	218
Knox Childcare Centres & Preschools (children under 5 years)	Children in 14 facilities
Council staff Drop In sessions	180

Table 2 – Focus group participation.

*Community Panel* – Conducted during August - December 2016, where approximately 20 community members discussed and provided advice on priority city issues and opportunities and Council's role in City Plan priorities.

- **Analysis (October – December 2016)**

The suite of research and engagement, together with a review of the current City Plan and Knox Integrated City Strategy is currently being analysed. Preliminary analysis has indicated that the following themes need to be included in the next City and Council Plan 2017-2021 -

- Housing
- Education
- Local character
- Environmental values
- Local economy
- Physical health
- Mental health
- Community connections
- Infrastructure
- Safety
- Governance/Community Leadership/Volunteerism.

The research, community engagement and analysis is informing the development of the next City and Council Plan 2017-2021 which will occur during December 2016 and March 2017. During recent community and Council engagement, it has been suggested that:

- A streamlined and concise Vision and City Plan framework is developed using accessible language; and
- The next 'Knox City Plan' should be renamed the 'Knox Community Plan' to fully acknowledge that this plan captures the priorities and shared objectives of individuals, businesses, community agencies and other organisations and Council that will deliver the lifestyle, jobs and industry, health and wellbeing desired for the future by the Knox community.

## 9.1 City/Council Plan 2017-2021 Project Update & 2<sup>nd</sup> Edition State of Knox Report 2016 (cont'd)

The draft 'Knox Community Plan 2017-2021 (including Council Plan)' will be released for public comment in May 2017 in order for Council to adopt the final draft at the June 2017 Ordinary Council Meeting.

### **3. CONSULTATION**

The State of Knox Project team conducted cross-organisational, targeted stakeholder engagement with various staff, particularly, people with subject-matter expertise. A focus group was held with internal, targeted stakeholders on 25 May 2016.

A focus group and a range of discussions regarding the preliminary findings were also held with the Community Health and Wellbeing Advisory Committee on various findings.

Councillors were updated on the progress of the State of Knox Project on 12 July and 6 September 2016 and offered an opportunity to provide feedback, which has been incorporated into the project. Councillors were also updated on the preliminary findings of the 2<sup>nd</sup> Edition State of Knox Report during the Councillor Induction Session on 20 November 2016.

In relation to consultation for the broader development of City and Council Plan project, as outlined in section 2.2 above, significant internal and community engagement has occurred since June this year and is nearing completion with the final Community Panel session scheduled for 3 December 2016. Preliminary findings to date were presented at the Councillor Induction Session on 20 November 2016.

Future engagement on the draft 'Knox Community Plan 2017-2021 (including Council Plan)' with relevant Council advisory committees and key agencies and community organisations, is planned for February/March 2017.

### **4. ENVIRONMENTAL/AMENITY ISSUES**

The State of Knox Project provides a broad evidence-base which enables Council's planning and service provision to respond to the specific needs of the community and enhance the Knox environment. The State of Knox and broader City and Council Plan project contributes to the achievement of Knox's Vision.

### **5. FINANCIAL & ECONOMIC IMPLICATIONS**

There are no known financial or economic implications for Council. The State of Knox and broader City and Council Plan project is funded within 2015-16 and 2016-17 operational budgets and will contribute to the achievement of Knox's Vision, in terms of regional economic growth and local employment.



## 9.1 City/Council Plan 2017-2021 Project Update & 2<sup>nd</sup> Edition State of Knox Report 2016 (cont'd)

### **6. SOCIAL IMPLICATIONS**

The State of Knox Project provides a broad evidence-base which enables Council's planning and service provision to respond to the specific needs of the community and will enhance the community's health and wellbeing, as well as contributing to the achievement of Knox's Vision.

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

The State of Knox and broader City and Council Plan project contributes to Council's delivery of the City and Council Plan. In particular, it focuses on Theme 5 democratic and engaged communities, including the objective to 'ensure Council is well governed and demonstrates effective leadership'.

### **8. CONCLUSION**

The development of the City and Council Plan 2017-2021 is progressing well with the completion of the final draft 2<sup>nd</sup> State of Knox Report and community engagement stage nearing completion.

The 2<sup>nd</sup> Edition State of Knox Report (Appendix A) provides Council and the community with information on the 'state of play' in the City of Knox. It acts as a monitoring tool to identify progress towards Council and the community's long term vision for the City and contributes to the evidence-base for the development of the City and Council Plan 2017-21.

The community engagement reports (Appendix B, C & D) provide Council and the community with information on the issues of importance for Knox and will inform the development of the City and Council Plan 2017-21.

### **9. CONFIDENTIALITY**

There are no confidentiality issues.

**9.1 City/Council Plan 2017-2021 Project Update & 2<sup>nd</sup> Edition State of Knox Report 2016 (cont'd)****COUNCIL RESOLUTION****MOVED: CR. SEYMOUR****SECONDED: CR. TAYLOR**

That Council

1. Endorse the Second Edition State of Knox Report 2016 (Appendix A) for public release and note that a review is proposed in 2018 in order to incorporate 2016 Census data;
2. Endorse public release of community engagement reports (Municipal Survey, Youth Focus Group and Community Focus Groups) (Appendices B, C & D); and
3. Note the status update for the development of the City and Council Plan 2017-2021 project.

**CARRIED**

**9.1 City/Council Plan 2017-2021 Project Update & 2<sup>nd</sup> Edition State of Knox Report 2016 (cont'd)**

The following appendices are circulated under separate cover:

APPENDIX A – Final Draft 2<sup>nd</sup> State of Knox Report

APPENDIX B – City Plan Municipal Survey Final Report

APPENDIX C – Youth Focus Groups Report

APPENDIX D – Consultation Summary and Advice Report

**ALL WARDS****10.1 PROCESS TO RENAME THE KNOX CENTRAL PRECINCT TO EITHER KNOX CENTRAL OR WANTIRNA SOUTH**

**SUMMARY:** *Property Management Coordinator (Angela Mitchell)*

*This report is in response to the Call Up Item raised at the 18 October 2016 Council meeting to investigate what process needs to be followed to rename the suburbs in the Knox Central Precinct to either Knox Central or Wantirna South.*

**RECOMMENDATION**

**That Council note this report.**

**1. INTRODUCTION**

At the 18 October 2016 Council meeting a Call Up Item was presented to investigate what process needs to be followed to rename the suburb Knox Central Precinct to either Knox Central or Wantirna South, or other suitable name subject to public consultation.

It should be noted that Knox Central, shown in Appendix A, is not identified as a suburb but referred to more as an Activity Centre. Knox Central comprises parts of five suburbs: Wantirna, Wantirna South, Knoxfield, Boronia and Ferntree Gully as indicated in Appendix B.

**2. DISCUSSION**

The proposal to rename the area known as the Knox Central Precinct affects over 1,000 properties or tenancies. The Activity Centre accommodates a large and varied number of land uses including:

- Open space and recreational facilities – including Lewis Park, the Blind Creek corridor, Community Gardens/Vineyard site and a number of smaller reserves (such as Gateshead Park and Collier Reserve).
- Public land uses including Council's offices, Swinburne University, Wantirna South Primary School, Fairhills Secondary College and the State Government land (which is likely to be residential in the future).
- Within the Knox Central Precinct there are approximately:
  - 360 residential properties
  - 300 industrial properties
  - 450 commercial properties (of which 400 are at Knox)

It should be noted that the Draft Knox Central Structure Plan and Planning Scheme Amendment C149 are currently under public exhibition. The public exhibition allows the community to make submissions on the draft documents until 16 December 2016. It is anticipated that submissions will be reported to the March 2017 Council meeting.

### **10.1 Process to Rename the Knox Central Precinct to either Knox Central or Wantirna South (cont'd)**

Should Council wish to consider progressing with the renaming, the following is required to be undertaken.

Council is governed by the guidelines of Geographic Names Victoria (2010), in particular the section relating to naming features. The Guidelines outline the extensive consultation process required in a boundary realignment. Council, as the responsible naming authority, would be required to identify and contact all parties that Council deems appropriate.

Initially, a gauge of the level of community support for the proposal, usually through a survey, would be forwarded to property owners and occupiers within the area under consideration seeking their preference for change.

Statutory authorities and utilities would also be contacted for feedback on the proposal.

A notice would also be placed in the Knox Leader inviting the wider community to provide input into the consultation process.

Council would be required to consider all submissions/objections to the proposal. Should Council resolve to proceed, all objectors to the resolution have 30 days to lodge an objection with the Office of Geographic Names. The Registrar will then determine if all the procedures have been complied with by Council and if they have, Office of Geographic Names will then publish a notice in the Government Gazette to formally advise of the renaming and boundary realignment. Following the gazettal, the Office of Geographic Names advises appropriate government departments of the renaming/boundary realignment. This process may take between 4-6 months. On being advised that this has been completed Council is then responsible for notifying affected residents/tenancies of the amendments.

### **3. CONSULTATION**

As indicated above, correspondence would be forwarded to property owners and occupiers within the area under consideration for change to gauge the level of community support.

A notice would be placed in the Knox Leader inviting the wider community to provide input into the consultation process.

Statutory authorities and utilities would also be contacted for feedback on the proposal.

It is anticipated that responses both from property owners/occupiers and statutory authorities may take up to three months. On receipt of feedback, a further report would be presented to a future Council meeting.

## 10.1 Process to Rename the Knox Central Precinct to either Knox Central or Wantirna South (cont'd)

### **4. ENVIRONMENTAL/AMENITY ISSUES**

There are no environmental and amenity issues associated with this report.

### **5. FINANCIAL & ECONOMIC IMPLICATIONS**

As there are a large number of properties associated with this project the additional direct costs to Council is estimated to be within \$10,000. There is no budget allocation for these costs. Should Council proceed with a boundary realignment there may also be costs to residents and business owners associated with a change of property address. It is not proposed that Council would provide funds to offset any costs incurred by residents/tenants as a result of any proposed change.

### **6. SOCIAL IMPLICATIONS**

There are no direct social implications in relation to the proposed renaming of the suburb Knox Central Precinct.

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

This supports Theme 5 Democratic and Engaged Communities with particular reference to:

- 5.3.1 Maintain accountable and transparent governance practices, and Council's sound stewardship of the community's finances and assets.

### **8. CONCLUSION**

This report is presented following a Call Up Item from the 18 October 2016 Council meeting. This Call Up Item sought to investigate what process needs to be followed to rename the suburb Knox Central Precinct to either Knox Central or Wantirna South.

It is recommended that this report be noted.

### **9. CONFIDENTIALITY**

There are no issues of confidentiality associated with this report.

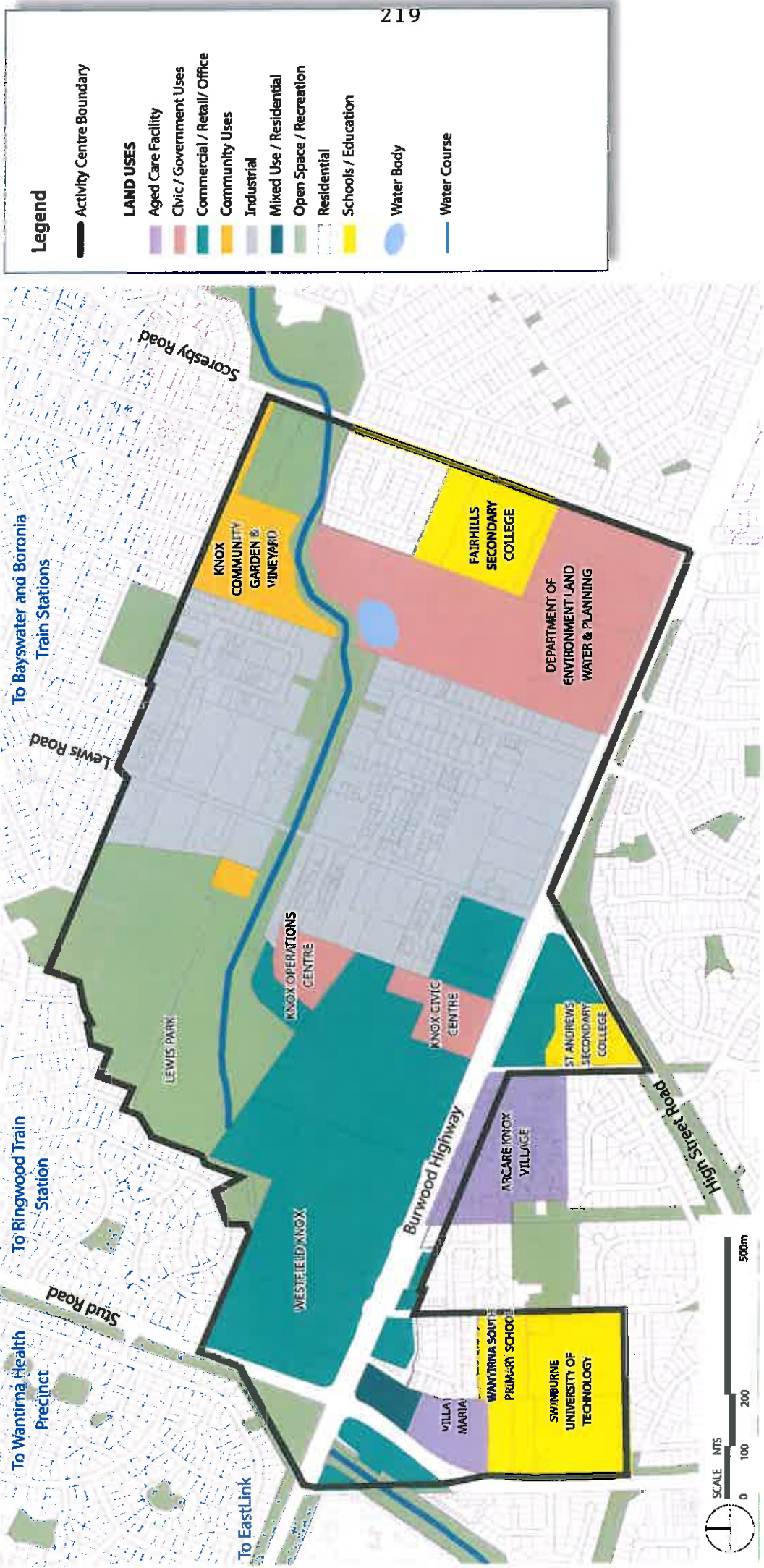
#### **COUNCIL RESOLUTION**

**MOVED: CR. GILL**  
**SECONDED: CR. LOCKWOOD**

That Council refer this matter to an issues briefing once the Knox Central Structure Plan is finalised.

**CARRIED**

# APPENDIX A



APPENDIX B

**Knox City Council - Knox Central Activity Centre**



**Legend**

- Transport**
  - Railway - Lines
  - Railway Train Station
- Shared Paths**
  - Shared Path - Knox
  - Shared Path - other
  - Shared Path - on road
- General Layers**
- Reserves**
  - Knox Central Activity Centre
  - Suburb Boundaries Areas
  - Boronlea
  - Boronia
  - Ferntree Gully
  - Knoxfield
  - Wantirna
  - Wantirna South

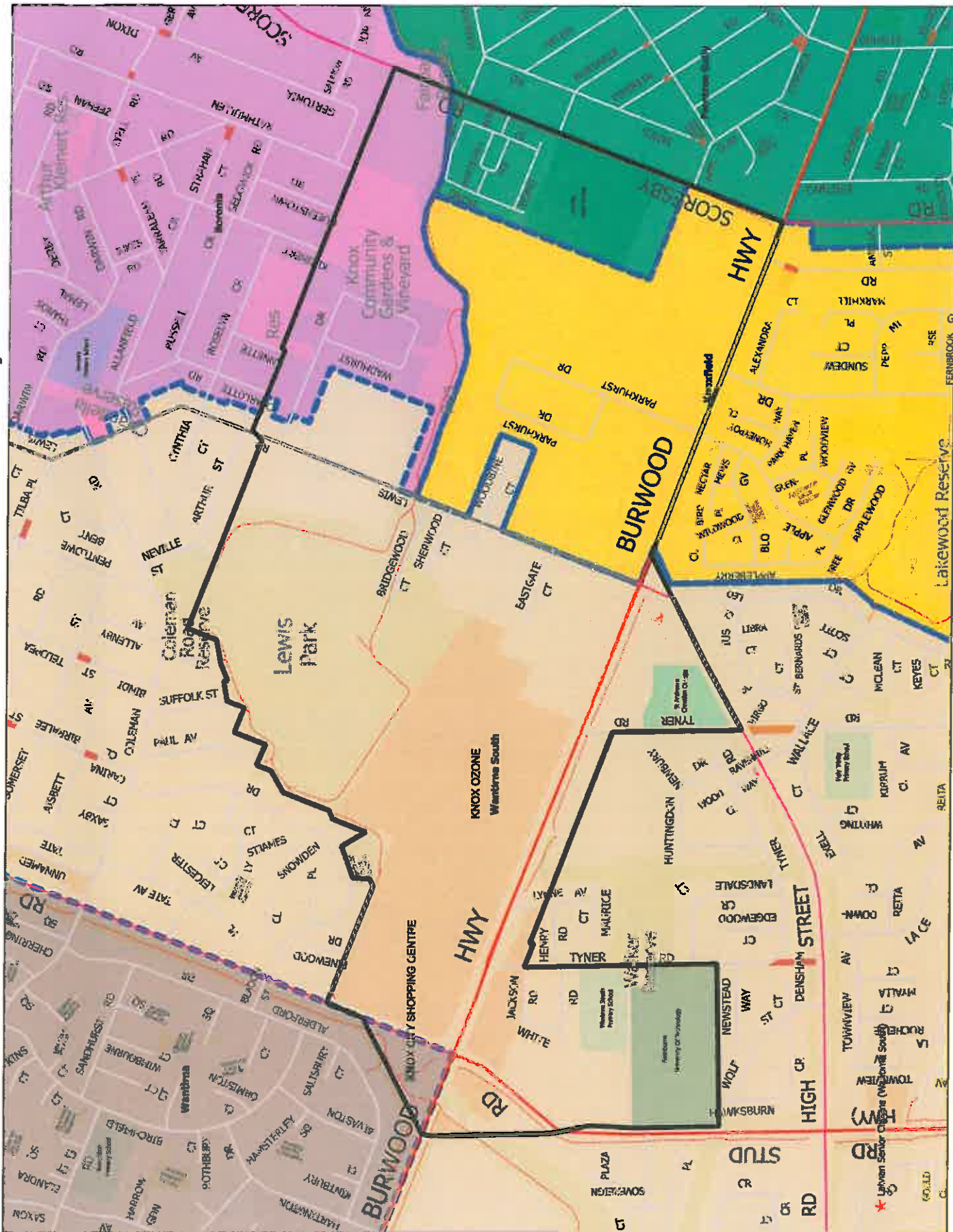


Date Produced: 12/12/2016



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 Planning Scheme Information - 222017, Knox City Council  
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**ALL WARDS****10.2 PROPOSED 2017 COUNCIL MEETING SCHEDULE**

**SUMMARY:** *Coordinator – Governance (Carrie Bruce)*

*At the 20 September 2016 Council Meeting, Council considered a report which presented the 2017 Council meeting schedule for consideration. Council decided at that time to defer consideration of the 2017 meeting schedule to the incoming Council following the municipal general elections held on 22 October 2016.*

*Following the elections, the newly constituted Council at its first ordinary meeting moved a Notice of Motion seeking to amend the Council Meeting Structure Policy changing the day on which meetings are held. The motion was carried and meetings will now be held on a Monday. The proposed meeting dates are consistent with the policy position endorsed by Council on 22 November.*

**RECOMMENDATION**

**That Council:**

- 1. Confirm the 2017 Council meeting dates as follows:**

<b>Strategic Planning Committee</b>	<b>Ordinary Council</b>
No meeting held in January 2017	Monday, 23 January 2017
No meeting held in February 2017	Monday, 27 February 2017
Tuesday, 14 March 2017 *	Monday, 27 March 2017
Monday, 10 April 2017	Monday, 24 April 2017
Monday, 8 May 2017	Monday, 22 May 2017
Tuesday, 13 June 2017 **	Monday, 26 June 2017
Monday, 10 July 2017	Monday, 24 July 2017
Monday, 14 August 2017	Monday, 28 August 2017
Monday, 11 September 2017	Monday, 25 September 2017
Monday, 9 October 2017	Monday, 23 October 2017
Monday, 13 November 2017	Monday, 27 November 2017
Monday, 11 December 2017	Monday, 18 December 2017

<b>Annual Statutory Meeting</b>
Wednesday 1 November 2017

\* Monday 13 March 2017 is a public holiday therefore the March meeting is proposed to be held on Tuesday 14 March 2017.

\*\* Monday 12 June 2017 is a public holiday therefore the June meeting is proposed to be held on Tuesday 13 June 2017.

**All meetings will commence at 7.00pm except for the Ordinary Council meeting on 18 December 2017, which will commence at 5.00pm.**

- 2. Authorise the Chief Executive Officer to undertake all statutory requirements to call the scheduled meetings of Council.**

## 10.2 Proposed 2017 Council Meeting Schedule (cont'd)

### 1. INTRODUCTION

At the 20 September 2016 Ordinary Meeting of Council the matter of scheduling the 2017 Council meetings was deferred for consideration by the incoming Council following the 2016 municipal general elections.

At the 22 November 2016 Ordinary Meeting the Council Meeting Structure Policy (Policy no. 2003/26) was amended by Notice of Motion to the following monthly meeting cycle:

First Monday of the month	Issues Briefing Meetings
Second Monday of the month	Strategic Planning Committee Meetings
Fourth Monday of the month	Ordinary Meetings of Council

### 2. DISCUSSION

In accordance with the Council Meeting Structure Policy, the following meeting dates are proposed for the 2017 calendar year:

<b>Strategic Planning Committee</b>	<b>Ordinary Council</b>
No meeting held in January 2017	Monday, 23 January 2017
No meeting held in February 2017	Monday, 27 February 2017
Tuesday, 14 March 2017 *	Monday, 27 March 2017
Monday, 10 April 2017	Monday, 24 April 2017
Monday, 8 May 2017	Monday, 22 May 2017
Tuesday, 13 June 2017 **	Monday, 26 June 2017
Monday, 10 July 2017	Monday, 24 July 2017
Monday, 14 August 2017	Monday, 28 August 2017
Monday, 11 September 2017	Monday, 25 September 2017
Monday, 9 October 2017	Monday, 23 October 2017
Monday, 13 November 2017	Monday, 27 November 2017
Monday, 11 December 2017	Monday, 18 December 2017

<b>Annual Statutory Meeting</b>
Wednesday 1 November 2017

\* Monday 13 March 2017 is a public holiday therefore the March meeting is proposed to be held on Tuesday 14 March 2017.

\*\* Monday 12 June 2017 is a public holiday therefore the June meeting is proposed to be held on Tuesday 13 June 2017.

All meetings will commence at 7.00pm except for the Ordinary Council meeting on 18 December 2017, which will commence at 5.00pm.

Additional meetings may be scheduled throughout the year as required and the proposed meeting dates may be amended by resolution of Council if necessary.

## **10.2 Proposed 2017 Council Meeting Schedule (cont'd)**

### **3. CONSULTATION**

The recommendations in this report are consistent with the policy position endorsed by Council at its meeting on 22 November 2016.

In preparing the meeting schedule, consideration has been given to scheduled public holidays and confirmed local government conferences for 2017.

### **4. ENVIRONMENTAL/AMENITY ISSUES**

There are no environmental or amenity issues associated with this report.

### **5. FINANCIAL & ECONOMIC IMPLICATIONS**

There are no financial implications associated with this report.

### **6. SOCIAL IMPLICATIONS**

Council meetings provide interested people within the community an opportunity to participate in local democracy. Participation provides a greater understanding of Council's decision making process and promotes open, transparent and accountable government.

### **7. RELEVANCE TO CITY PLAN 2016-17 (INCORPORATING THE COUNCIL PLAN)**

An effective meeting structure assists Council in delivering its vision, mission and objectives set out in the City Plan.

### **8. CONCLUSION**

This report recommends the adoption of the 2017 Council meeting schedule. Additional Special Meetings may be called from time to time. This will be undertaken in consultation with the Mayor in accordance with the Local Government Act 1989 and Council's Meeting Procedure and Use of Common Seal Local Law 2008 respectively.

### **9. CONFIDENTIALITY**

There are no issues of confidentiality associated with this report.

**COUNCIL RESOLUTION****MOVED: \_\_\_\_\_ CR. MORTIMORE****SECONDED: CR. SEYMOUR**

That Council:

1. Confirm the 2017 Council meeting dates as follows:

<b>Strategic Planning Committee</b>	<b>Ordinary Council</b>
No meeting held in January 2017	Monday, 23 January 2017
No meeting held in February 2017	Monday, 27 February 2017
Tuesday, 14 March 2017 *	Monday, 27 March 2017
Monday, 10 April 2017	Monday, 24 April 2017
Monday, 8 May 2017	Monday, 22 May 2017
Tuesday, 13 June 2017 **	Monday, 26 June 2017
Monday, 10 July 2017	Monday, 24 July 2017
Monday, 14 August 2017	Monday, 28 August 2017
Monday, 11 September 2017	Monday, 25 September 2017
Monday, 9 October 2017	Monday, 23 October 2017
Monday, 13 November 2017	Monday, 27 November 2017
Monday, 11 December 2017	Monday, 18 December 2017

<b>Annual Statutory Meeting</b>
Wednesday 1 November 2017

\* Monday 13 March 2017 is a public holiday therefore the March meeting is proposed to be held on Tuesday 14 March 2017.

\*\* Monday 12 June 2017 is a public holiday therefore the June meeting is proposed to be held on Tuesday 13 June 2017.

All meetings will commence at 7.00pm except for the Ordinary Council meeting on 18 December 2017, which will commence at 5.00pm.

2. Authorise the Chief Executive Officer to undertake all statutory requirements to call the scheduled meetings of Council.

**CARRIED**

**ALL WARDS****10.3 FINANCIAL PERFORMANCE REPORT FOR THE QUARTER ENDED  
30 SEPTEMBER 2016**

**SUMMARY:** *Acting Management Accounting Coordinator  
(James Morris)*

*The Financial Performance Report for the quarter ended 30 September 2016 is presented for consideration.*

*The overall financial position for the quarter ended 30 September 2016 is satisfactory and indicates that Council is on track to achieve the budget targets for the year.*

**RECOMMENDATION**

**That Council**

- 1. Receive and note the Financial Performance Report for the quarter ended 30 September 2016.**
- 2. Approve the write-off of debts totalling \$13,842.59 which are considered no longer collectable as detailed in the confidential attachment (Appendix B) to this report.**

**1. INTRODUCTION**

The provision of quarterly Financial Performance Report to Council ensures that associated processes are accountable, transparent and responsible resulting in sound financial management.

The attached Financial Performance Report (Appendix A) has been prepared in accordance with Australian Accounting Standards and contains the following financial statements:

- Comprehensive Income Statement;
- Balance Sheet;
- Cash Flow Statement; and
- Statement of Capital Works.

The Financial Performance Report is aimed and designed to identify major variations against Council's year to date financial performance (actual results) and the Adopted Budget. Council adopted its 2016-17 annual budget at its Ordinary Council Meeting held 28 June 2016.

The financial year-end position of Council is anticipated by way of forecasts. The full year Adopted Budget is compared against the full year projected position as reflected by the Forecast.

### **10.3 Financial Performance Report for Quarter Ended 30 September 2016 (cont'd)**

The 2016-17 Forecast includes the following details:

- Carry forward funding from 2015-16 into 2016-17 for both operational and capital works expenditure items. These funds are required for the successful completion and delivery of key outcomes and projects; and
- Adjustments to the Adopted Budget as a result of officers periodically assessing Council's financial health and landscape as a result of emerging events and matters.

#### **2. DISCUSSION**

General discussion in regards to this report is detailed under Section 5 'Financial & Economic Implications'.

#### **3. CONSULTATION**

This report does not necessitate community consultation. A copy of the quarterly Financial Performance Report is provided to Council's Audit Committee.

#### **4. ENVIRONMENTAL/AMENITY ISSUES**

This report does not have any environmental or amenity issues for discussion.

#### **5. FINANCIAL & ECONOMIC IMPLICATIONS**

##### **5.1 Financial Performance for Quarter Ended 30 September 2016**

The overall financial position at 30 September 2016 is satisfactory and indicates that Council, after taking into consideration carry forwards funding requirement from 2015-16 into 2016-17, is on track to complete the current financial year within the targets established in the 2016-17 Adopted Budget.

For the quarter ending 30 September 2016, Council has achieved an operating surplus of \$85.159 million. This is \$2.366 million favourable to the year to date (YTD) Adopted Budget. Council's forecasted year end position is an operating surplus of \$2.571 million, which is \$7.395 million less than the Adopted Budget primarily due to carryforward expenditure from 2015-16 into 2016-17 and borrowing costs in relation to the early extinguishment of Council's existing interest bearing loans.

### **10.3 Financial Performance Report for the Quarter Ended 30 September 2016 (cont'd)**

The total capital works expenditure for the quarter ended 30 September 2016 is \$7.693 million. This is \$2.705 million more than the YTD Adopted Budget. The forecasted capital works expenditure for the year is \$75.115 million and includes \$17.984 million in carry forward funding requirements from 2015-16 into 2016-17.

Further detail and discussion of the financial performance of Council for the quarter ended 30 September 2016 is provided in the attached Financial Performance Report (Appendix A).

#### **5.2 Write-off of Unrecoverable Debt**

A recommendation to write-off debts totalling \$13,842.59 has been included in the confidential attachment (Appendix B) to this report and consists of unpaid Home Care fees.

An extensive debt collection process has been conducted undertaken using all available debt collection avenues in accordance with Council's Sundry Debtor Management and Collection Procedures and the Home and Community Care (HACC) Debt Recovery Guidelines. No further action is recommended in pursuit of these outstanding debts. Accordingly, the relevant Manager and Director have recommended that these amounts should be written off.

## **6. SOCIAL IMPLICATIONS**

There are no direct social implications arising from this report.

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

Through the provision of quarterly financial reports, Council ensures that it is contributing towards meeting its objectives under Theme 5 of the 2013-17 City Plan: Democratic and Engaged Communities. Council manages assets and financial resources on behalf of the community in a responsible and sustainable manner.

## **8. CONCLUSION**

Council has achieved an operating surplus of \$85.159 million for the quarter ended 30 September 2016. An operating surplus of \$2.571 million is forecasted for 2016-17.

**10.3 Financial Performance Report for the Quarter Ended 30 September 2016 (cont'd)****9. CONFIDENTIALITY**

There is one component of this report (Appendix B) which has been declared confidential in accordance with the Local Government Act 1989 and distributed separately.

**COUNCIL RESOLUTION**

MOVED: CR. LOCKWOOD

SECONDED: CR. HOLLAND

That Council

1. Receive and note the Financial Performance Report for the quarter ended 30 September 2016.
2. Approve the write-off of debts totalling \$13,842.59 which are considered no longer collectable as detailed in the confidential attachment (Appendix B) to this report.

CARRIED

**SUBSEQUENT MOTION**

MOVED: CR. LOCKWOOD

SECONDED: CR. TAYLOR

That Council allocate \$100,000 matching funding for the state government grant for Shultz Reserve for women's change facilities from the surplus reported in the quarterly report ended 30 September 2016.

CARRIED



# financial performance report

for the quarter ended 30 September 2016



# Contents

Financial Performance Report for the quarter ended 30 September 2016



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# Executive Summary

## Financial Performance Report for the quarter ended 30 September 2016



### Introduction and Purpose

The Financial Performance Report for quarter ended 30 September 2016 has been prepared in accordance with Australian Accounting Standards and contains the following financial statements:

- Comprehensive Income Statement;
- Balance Sheet;
- Cash Flow Statement; and
- Statement of Capital Works.

This report is aimed and designed to identify major variations against Council's year to date financial performance (actual results) and the Adopted Budget and anticipate the financial position of Council as at financial year end by way of Forecasts. Council adopted its 2016-17 Annual Budget at its Ordinary Council Meeting held 28 June 2016.

The full year Adopted Budget is compared against the full year projected position as reflected by the Forecast. The 2016-17 Forecast includes the following details:

- Carry forward funding from 2015-16 into 2016-17 for both operational and capital works expenditure items. These funds are required for the successful completion and delivery of key outcomes and projects; and
- Adjustments to the adopted budget as a result of officers periodically assessing Council's financial health and landscape as a result of emerging events and matters.

### Discussion of Financial Results

#### Forecast

The 2016-17 Forecast includes the following adjustments:

##### *Income*

- \$1.645M in higher than anticipated supplementary rates income as a result of 2016 revaluation of properties;
- \$0.400M increase in grants and contribution income as result of external funding tied to capital works projects carried forward from 2015-16 into 2016-17.
- \$0.345M increase in interest income revised upwards to reflect 2015-16 year end cash position and anticipated 2016-17 outcomes; and
- \$0.344M net decrease in the final 2016-17 financial assistance grant income allocation received from the Victoria Grants Commission (general purpose and local roads funding).

##### *Expenses (Operating and Capital Works)*

- \$20.288M in carry forward funding from 2015-16 into 2016-17 for both operational expenditure (\$2.304M) and capital works expenditure (\$17.984M). These funds are required for the successful completion and delivery of key outcomes and projects;
- \$1.168M increase in loan interest payments as a result of a strategic early extinguishment of Council's existing interest bearing loans; and
- \$0.175M increase in final work cover premiums for 2016-17.

# Executive Summary (continued)

## Financial Performance Report for the quarter ended 30 September 2016



### Balance Sheet

- Adjustment to the full year Adopted Budget position as a result of the final year end position for 2015-16. The balance sheet within the Adopted Budget had been prepared on the forecasted year end position for 2015-16. Adjustments include increments to Property, Infrastructure, Plant and Equipment as a result of bringing into effect the 2015-16 year end valuations;
- Change in timing of new loan borrowings of \$4.750M that was expected to occur in 2015-16 but has now been anticipated in 2016-17; and
- Strategic decision to extinguish the balance of Council's existing interest bearing loans well before the completion of their term. This resulted in unbudgeted principal repayments of \$10.209M that have been reflected in the year end forecast.

### Operating Results

Operating Results	Year to Date			Full Year		
	Adopted Budget \$'000's	Actual \$'000's	Variance \$'000's	Adopted Budget \$'000's	Forecast \$'000's	Variance \$'000's
Income	120,841	123,453	2,612	157,800	159,846	2,046
Expense	38,049	38,294	(246)	147,834	157,275	(9,441)
<b>Surplus (Deficit)</b>	<b>82,792</b>	<b>85,159</b>	<b>2,366</b>	<b>9,966</b>	<b>2,571</b>	<b>(7,395)</b>

Full year Forecast for Operating Results includes \$2.304M in carryforward net expenditure from 2015-16 into 2016-17.

Income has an overall favourable variance of \$2.612M compared to the year to date (YTD) Adopted Budget of \$120.841M. The full year forecasted income is anticipated to be \$159.846M and is \$2.046M favourable to the Adopted Budget. This is primarily due to higher than anticipated supplementary rates income.

Expenditure has an overall unfavourable variance of \$0.246M compared to the YTD Adopted Budget of \$38.294M. This comprises of \$1.790M unfavourable in Borrowing Costs and is partially offset by a favourable variance of \$1.575M in Material and Services. The full year forecasted expenditure is anticipated to be \$157.275M and is \$9.441M unfavourable to the Adopted Budget. This is primarily due to carry forward funding from 2015-16 into 2016-17 for operational expenditure and capital works expenditure that are operational in nature (i.e. expenses that do not meet the criteria for capitalisation) and the strategic early extinguishment of Council's existing interest bearing loans.

The operating surplus for the quarter ended 30 September is \$85.159M (this is \$2.366M favourable to the YTD Adopted Budget). The forecasted operating surplus for the year is \$2.571M and is \$7.395M less than the Adopted Budget of \$9.966M.

### Capital Works Program

Capital Works Expenditure	Year to Date			Full Year		
	Adopted Budget \$'000's	Actual \$'000's	Variance \$'000's	Adopted Budget \$'000's	Forecast \$'000's	Variance \$'000's
Property	415	516	(100)	25,178	30,649	(5,471)
Plant and Equipment	1,439	784	655	6,334	7,482	(1,148)
Infrastructure	3,134	6,393	(3,259)	25,620	36,985	(11,365)
<b>Total Capital Works Expenditure</b>	<b>4,988</b>	<b>7,693</b>	<b>(2,705)</b>	<b>57,132</b>	<b>75,115</b>	<b>(17,984)</b>

Full year Forecast for Capital Works Expenditure includes \$17.984M in carryforward expenditure from 2015-16 into 2016-17.

# Executive Summary (continued)

## Financial Performance Report for the quarter ended 30 September 2016



The performance of the Capital Works Program including details of variances is reported in the Statement of Capital Works. Performance and status of each project within the Capital Works Program is also detailed and reported on a monthly basis in the "Works Report" and is presented to Council at its Ordinary Meeting.

For the quarter ended 30 September 2016 the Capital Works Program shows an expenditure of \$7.693M – this is \$2.705M over from the expected YTD Adopted Budget position. After taking into consideration the capital works project carried forward from 2015-16 into 2016-17, the forecasted Capital works Expenditure for the year is \$75.115M.

### Balance Sheet

Balance Sheet	Year to Date			Full Year		
	Adopted Budget \$'000's	Actual \$'000's	Variance \$'000's	Adopted Budget \$'000's	Forecast \$'000's	Variance \$'000's
Current Assets	138,160	145,855	7,695	61,736	50,383	(11,353)
Non-Current Assets	1,547,485	1,686,040	138,555	1,574,939	1,730,406	155,467
<b>Total Assets</b>	<b>1,685,645</b>	<b>1,831,895</b>	<b>146,250</b>	<b>1,636,675</b>	<b>1,780,789</b>	<b>144,114</b>
Current Liabilities	26,900	28,461	(1,561)	34,740	33,823	917
Non-Current Liabilities	18,506	7,660	10,846	34,818	26,197	8,621
<b>Total Liabilities</b>	<b>45,406</b>	<b>36,121</b>	<b>9,285</b>	<b>69,558</b>	<b>60,020</b>	<b>9,538</b>
<b>Net Assets</b>	<b>1,640,239</b>	<b>1,795,774</b>	<b>155,535</b>	<b>1,567,117</b>	<b>1,720,768</b>	<b>153,651</b>
Accumulated Surplus	689,485	692,043	2,557	619,139	626,248	7,109
Asset Revaluation Reserve	919,580	1,067,083	147,503	919,580	1,067,083	147,503
Other Reserves	31,173	36,648	5,475	28,398	27,437	(961)
<b>Total Equity</b>	<b>1,640,239</b>	<b>1,795,774</b>	<b>155,535</b>	<b>1,567,117</b>	<b>1,720,768</b>	<b>153,651</b>
<b>Working Capital Ratio</b>	<b>5.14</b>	<b>5.12</b>		<b>1.78</b>	<b>1.49</b>	

The Balance Sheet as at 30 September 2016 indicates a continued satisfactory result. A comparison of total Current Assets of \$145.855M with total Current Liabilities of \$28.461M continues to depict a satisfactory financial position (Working Capital Ratio of 5.12 to 1).

Current Assets primarily comprises of Trade and Other Receivables of \$105.206M. This includes \$102.435M of rates debtors (of which \$5.524M relates to arrears pre July 2016) and \$2.255M in other debtors.

Trade and Other Receivables	Ageing				Total \$'000
	Current - 30 Days \$'000	31 Days - 60 Days \$'000	61 Days - 90 Days \$'000	More than 90 Days \$'000	
Rates Debtors	96,911	0	0	5,524	102,435
Special Rate Assessment	0	0	0	52	52
Parking and Animal Infringement Debtors	133	98	40	193	465
Other Debtors	1,414	121	486	234	2,255
<b>Total Trade and Other Receivables</b>	<b>98,458</b>	<b>220</b>	<b>526</b>	<b>6,003</b>	<b>105,207</b>

Rate debtors in arrears is \$5.524M. This amount has been outstanding from 2015-16 and prior.

The high rates debtors as at 30 September 2016 is due to raising the 2016-17 rates and charges in July 2016 and includes associated interest, landfill levy, waste and legal charges. The percentage of rates collected to 30 September 2016 of 13.42% is reasonably close to the percentage collected for the same time last year of 15.00%. Rate amounts owing are a charge over the property and

# Executive Summary (continued)

## Financial Performance Report for the quarter ended 30 September 2016



therefore Council has recourse to collect these debts. Penalty interest at 9.5% per annum also applies.

Trade and Other Payables are \$5.993M at 30 September 2016 – this has decreased from \$10.894M as at 30 June 2016 due to yearend creditors having been processed for payment.

The working capital ratio of 5.12 reflects the increase in current debtors resulting from the striking of the rates. The Working Capital Ratio is anticipated to diminish over the course of the financial year as Council utilises its funds to deliver on its operating programs and capital works. The forecasted working capital ratio is anticipated to remain healthy at 1.49 at year end. This is less than the Adopted Budget working capital ratio of 1.78 as a result of using cash and cash equivalent funds for the payment of interest and principal associated with the early extinguishment of Council's existing interest bearing loans.

### Investment Analysis

Investment	Year to Date			Full Year		
	Adopted Budget \$'000's	Actual \$'000's	Variance \$'000's	Adopted Budget \$'000's	Forecast \$'000's	Variance \$'000's
Cash and Cash Equivalents	36,810	2,415	(34,396)	51,201	38,876	(12,325)
Other Financial Assets	0	37,804	37,804	0	0	0
<b>Total Funds Invested</b>	<b>36,810</b>	<b>40,219</b>	<b>3,408</b>	<b>51,201</b>	<b>38,876</b>	<b>(12,325)</b>
<b>Earnings on Investments</b>	<b>323</b>	<b>350</b>	<b>28</b>	<b>1,290</b>	<b>1,613</b>	<b>323</b>

There was \$40.219M invested with various financial institutions as at 30 September 2016 – this includes Cash and Cash Equivalents (\$2.415M) and Other Financial Assets (\$37.804M). These funds include monies from trust funds and deposits and specific purpose reserves.

The earnings on investments for the quarter ended 30 September 2016 is \$0.350M and is \$0.028M favourable to YTD Adopted Budget as a result of current holdings of Cash and Cash Equivalents and Other Financial Assets. The forecasted full year earnings from investments are \$1.613M (\$0.323M favourable to the Adopted Budget) based on forecasted Cash and Cash Equivalents balances throughout the year.

# Comprehensive Income Statement

for the quarter ended 30 September 2016



Description	Notes	Year-to-Date				Full Year		
		Adopted Budget	Actual	Variance		Adopted Budget	Forecast	Variance
		\$000'S	\$000'S	\$000'S	%	\$000'S	\$000'S	\$000'S
<b>Income</b>								
Rates and Charges		104,835	106,487	1,652	1.58%	104,835	106,480	1,645
Statutory Fees and Fines		497	588	91	18.29%	2,040	2,040	0
User Fees		6,769	6,915	147	2.17%	14,717	14,717	0
Grants - Operating		5,962	6,189	227	3.81%	22,417	22,055	(362)
Grants - Capital		748	931	184	24.58%	3,909	4,204	294
Contributions - Monetary		1,175	1,571	396	33.74%	4,633	4,756	123
Contributions - Non-Monetary		0	0	0	0.00%	2,000	2,000	0
Other Income		855	771	(84)	(9.87%)	3,249	3,594	345
<b>Total Income</b>		<b>120,841</b>	<b>123,453</b>	<b>2,612</b>	<b>2.16%</b>	<b>157,800</b>	<b>159,846</b>	<b>2,046</b>
<b>Expenses</b>								
Employee Costs		17,421	17,392	29	0.17%	66,797	66,972	(175)
Materials and Services	1	12,730	11,155	1,575	12.37%	52,723	60,763	(8,040)
Depreciation and Amortisation		5,052	5,101	(48)	(0.95%)	19,780	19,813	(33)
Contributions and Donations		2,512	2,615	(103)	(4.08%)	5,323	5,323	0
Borrowing Costs	2	255	2,045	(1,790)	(701.39%)	1,021	2,189	(1,168)
Bad and Doubtful Debts		16	15	1	8.22%	64	64	0
Other Expenses		140	100	40	28.84%	561	561	0
Net (Gain) Loss on Disposal of Property, Infrastructure, Plant and Equipment		(79)	(128)	49	62.52%	1,565	1,590	(25)
<b>Total Expenses</b>		<b>38,049</b>	<b>38,294</b>	<b>(246)</b>	<b>(0.65%)</b>	<b>147,834</b>	<b>157,275</b>	<b>(9,441)</b>
<b>Surplus (Deficit)</b>		<b>82,792</b>	<b>85,159</b>	<b>2,366</b>	<b>2.86%</b>	<b>9,966</b>	<b>2,571</b>	<b>(7,395)</b>
<b>Total Comprehensive Income for the Year</b>		<b>82,792</b>	<b>85,159</b>	<b>2,366</b>	<b>2.86%</b>	<b>9,966</b>	<b>2,571</b>	<b>(7,395)</b>

Indicators of the variances between year to date (YTD) Adopted Budget and Actual results:

- ✔ 0% or greater.
- ⚠ Less than 0% and greater than negative 10%.
- ✖ Negative 10% or less.

Notes have been provided for the following variances:

1. Favourable variances between year to date (YTD) Adopted Budget and Actual results are equal to or greater than positive \$500K and equal to or greater than positive 10%.
2. Unfavourable variances between year to date (YTD) Adopted Budget and Actual results are equal to or less than negative \$500K and equal to or less than negative 10%.

## Notes:

1	\$546K favourable mainly attributable to adverse weather conditions affecting scheduled works in Footpath Maintenance, Open Space Maintenance, Stormwater Management and Landscaping programs. Partially offset by \$243K unfavourable variances in Tree Maintenance and Drainage Maintenance due to storm events and heavy rain weather. \$319K favourable in Waste Management from underspend in waste collection and transport costs including green waste; expenditure is expected to pick up and track closely to budget in the coming months as residence utilise these services. \$116K favourable in Governance Management from timing of election activities. \$109K favourable in timing of activities to progress the Knox Central Project activities. The remaining favourable variance is partially attributed to delays (across the organisation) in receiving invoices from suppliers for payment; further compounded by timing of expenditure tied to planned activities and projects in various programs.
2	Higher than budgeted loan interest payments from a strategic early extinguishment of Council's existing interest bearing loans.

# Summary of Net Income and Expenditure by Department

for the quarter ended 30 September 2016



Net (Income) / Expenditure	Notes	Year-to-Date				Full Year			
		Adopted Budget	Actual	Variance		Adopted Budget	Forecast	Variance	
		\$000'S	\$000'S	\$000'S	%	\$000'S	\$000'S	\$000'S	
<b>Rates</b>									
Rates and Valuation		(101,004)	(102,649)	1,645	1.63%	✓	(101,004)	(102,649)	1,645
<b>Net (Income) / Expense - Rates</b>		<b>(101,004)</b>	<b>(102,649)</b>	<b>1,645</b>	<b>1.63%</b>		<b>(101,004)</b>	<b>(102,649)</b>	<b>1,645</b>
<b>CEO and Council</b>									
Chief Executive Officer		146	145	1	0.69%	✓	607	607	0
Councillors		195	196	(1)	(0.46%)	⚠	781	781	0
<b>Net (Income) / Expense - CEO and Council</b>		<b>342</b>	<b>341</b>	<b>0</b>	<b>0.03%</b>		<b>1,388</b>	<b>1,388</b>	<b>0</b>
<b>City Development</b>									
Directorate City Development		129	95	34	26.73%	✓	516	516	0
City Planning	1	(199)	(561)	363	182.59%	✓	(794)	(794)	0
City Safety and Health		701	602	99	14.17%	✓	2,931	2,940	(9)
Knox Central	2	240	94	146	60.87%	✓	959	959	0
City Futures	3	717	827	(111)	(15.43%)	✗	3,486	4,145	(659)
<b>Net (Income) / Expense - City Development</b>		<b>1,588</b>	<b>1,057</b>	<b>532</b>	<b>33.48%</b>		<b>7,098</b>	<b>7,766</b>	<b>(668)</b>
<b>Community Services</b>									
Directorate Community Services		154	163	(8)	(5.45%)	✗	614	622	(8)
Community Wellbeing		930	999	(69)	(7.42%)	✗	3,019	3,214	(195)
Family and Children's Services		1,658	1,638	21	1.24%	✓	5,326	5,620	(294)
Active Ageing and Disability Services	4	604	344	261	43.11%	✓	3,289	3,660	(371)
Youth, Leisure and Cultural Services	5	3,008	2,598	410	13.64%	✓	7,952	8,201	(250)
<b>Net (Income) / Expense - Community Services</b>		<b>6,355</b>	<b>5,741</b>	<b>614</b>	<b>9.66%</b>		<b>20,200</b>	<b>21,317</b>	<b>(1,117)</b>
<b>Corporate Development</b>									
Directorate Corporate Development		150	133	17	11.52%	✓	596	596	0
Finance and Property Services	6	(579)	1,338	(1,917)	(331.11%)	✗	(4,122)	(2,562)	(1,560)
Governance and Innovation		922	825	97	10.48%	✓	3,756	3,907	(151)
Information Management		1,429	1,435	(6)	(0.41%)	⚠	3,319	3,319	0
Communications and Customer Service		964	954	9	0.96%	✓	3,828	3,828	0
People Performance		1,390	1,413	(23)	(1.64%)	⚠	2,276	2,346	(70)
<b>Net (Income) / Expense - Corporate Development</b>		<b>4,275</b>	<b>6,098</b>	<b>(1,823)</b>	<b>(42.64%)</b>		<b>9,653</b>	<b>11,434</b>	<b>(1,781)</b>
<b>Engineering and Infrastructure</b>									
Directorate Engineering and Infrastructure		167	258	(91)	(54.91%)	✗	662	662	0
Sustainable Infrastructure	7	(3,999)	(4,511)	512	12.81%	✓	9,485	9,530	(44)
Community Infrastructure	8	1,554	1,402	151	9.74%	✓	6,169	6,215	(47)
Operations	9	3,606	3,067	539	14.95%	✓	14,444	14,452	(8)
<b>Net (Income) / Expense - Engineering and Infrastructure</b>		<b>1,327</b>	<b>216</b>	<b>1,111</b>	<b>83.73%</b>		<b>30,760</b>	<b>30,858</b>	<b>(99)</b>

Indicators of the variances between year to date (YTD) Adopted Budget and Actual results:

- ✓ 0% or greater.
- ⚠ Less than 0% and greater than negative 5%.
- ✗ Negative 5% or less.

Notes have been provided for these variances:

1. Favourable variances between year to date (YTD) Adopted Budget and Actual results are equal to or greater than positive \$100K and equal to or greater than positive 5%.
2. Unfavourable variances between year to date (YTD) Adopted Budget and Actual results are equal to or less than negative \$100K and equal to or less than negative 5%.



# Summary of Net Income and Expenditure by Department

for the quarter ended 30 September 2016



## Notes:

1	Higher than budgeted Public Open Space Contributions (this income is quarantined in Council's Open Space Reserve and utilised for eligible capital works projects). Income of this nature is unpredictable and is directly contingent on Developer activities in the municipality. Also higher than expected income from other Planning and Building fees.
2	Timing of operational activities to progress the Knox Central Project.
3	Timing of contribution income to be received for waste management education program, anticipated to occur in October 2016.
4	Favourable variance in Active Ageing comprises of: \$80K timing relating to recruitment into vacancies and \$170K revised Home and Community Care and Commonwealth Home Support Programme service levels (a request has been submitted to Department Health and Human Services (DHHS) to vary the funding and service agreement across the different service areas and accounts; authorisation and approval for this is expected to be received by November 2016).
5	Favourable variance reflects the inadvertent issuance of an invoice that has been amended and rectified in October 2016; upon remedying this event, Youth Leisure and Cultural Services is tracking closely to budgetary expectations.
6	Unfavourable variance in loan interest payments as a result of a strategic early extinguishment of Council's existing interest bearing loans (\$1.791M) and greater than budgeted work cover premiums due to higher rates (\$151K).
7	Favourable variance in income due to higher than anticipated take up of supplementary green waste bins (\$52K) and in waste collection and transport expenses (\$316K) including green waste. Green waste is traditionally higher over spring months however the lower than expected costs in relation to this service is a reflection of adverse weather conditions and is expected to track closely to budget in the coming months.
8	Favourable variance mainly due to weather delaying both programmed planting within the landscaping program and flood mapping expenditure in stormwater management.
9	Favourable variance mainly attributable to adverse weather conditions affecting scheduled works in footpath maintenance, open space mowing and garden bed maintenance contracts. Also favourable in roads maintenance due to unbudgeted income received to rectify damage on McMahons Road, Ferntree Gully (\$46K) which will be offset by expenditure when these works are carried out. This is offset by unfavourable variances in tree maintenance due to storm events and drainage maintenance due to heavy rain.

# Statement of Capital Works

for the quarter ended 30 September 2016



Description	Notes	Year-to-Date				Full Year		
		Adopted Budget	Actual	Variance		Adopted Budget	Forecast	Variance
		\$000'S	\$000'S	\$000'S	%	\$000'S	\$000'S	\$000'S
<b>Expenditure - Capital Works Program</b>								
<b>Property</b>								
Land		0	0	0	0.00%	7,985	11,585	(3,600)
Buildings		415	516	(100)	(24.19%)	17,193	19,064	(1,871)
<b>Total Property</b>		<b>415</b>	<b>516</b>	<b>100</b>	<b>24.19%</b>	<b>25,178</b>	<b>30,649</b>	<b>(5,471)</b>
<b>Plant and Equipment</b>								
Artworks		0	0	0	0.00%	40	120	(80)
Plant, Machinery and Equipment		461	209	252	54.66%	3,217	3,587	(370)
Fixtures, Fittings and Furniture	1	600	0	600	100.00%	630	709	(79)
Computers and Telecommunications		378	575	(197)	(52.25%)	2,447	3,066	(619)
<b>Total Plant and Equipment</b>		<b>1,439</b>	<b>784</b>	<b>(655)</b>	<b>(45.50%)</b>	<b>6,334</b>	<b>7,482</b>	<b>(1,148)</b>
<b>Infrastructure</b>								
Roads (including Kerb and Channel)	2	345	2,382	(2,037)	(590.42%)	9,370	11,921	(2,551)
Drainage		930	442	488	52.48%	3,195	4,554	(1,359)
Bridges		4	4	0	2.30%	350	350	0
Footpaths and Cycleways		404	336	68	16.78%	3,114	3,298	(183)
Off Street Car Parks		38	6	32	85.21%	550	641	(91)
Recreation, Leisure, Parks and Playgrounds		1,397	1,540	(143)	(10.22%)	6,405	9,374	(2,969)
Other Infrastructure	3	15	1,683	(1,668)	(11,121.6%)	2,636	6,848	(4,213)
<b>Total Infrastructure</b>		<b>3,134</b>	<b>6,393</b>	<b>3,259</b>	<b>104.01%</b>	<b>25,620</b>	<b>36,985</b>	<b>(11,365)</b>
<b>Total Expenditure - Capital Works Program</b>		<b>4,988</b>	<b>7,693</b>	<b>(2,705)</b>	<b>(54.23%)</b>	<b>57,132</b>	<b>75,115</b>	<b>(17,984)</b>
<b>Represented by:</b>								
Extension / Expansion		5	30	(25)	(509.98%)	3,787	4,292	(506)
Legal Requirements		0	298	(298)	(100.00%)	0	0	0
New		0	60	(60)	(100.00%)	12,877	16,949	(4,072)
Renewal		2,551	4,785	(2,234)	(87.57%)	25,857	31,438	(5,581)
Upgrade		2,432	2,520	(88)	(3.60%)	14,611	22,436	(7,825)
<b>Total Expenditure - Capital Works Program</b>		<b>4,988</b>	<b>7,693</b>	<b>(2,705)</b>	<b>(54.23%)</b>	<b>57,132</b>	<b>75,115</b>	<b>(17,984)</b>
<b>Funding Source for Capital Works Program</b>								
<b>External Funding</b>								
Contributions - Monetary - Capital		1	3	2	223.30%	138	261	123
Grants - Capital		748	931	184	24.58%	3,909	4,204	294
Proceeds from Loan Borrowings		0	0	0	0.00%	16,702	16,702	0
<b>Total External Funding</b>		<b>749</b>	<b>935</b>	<b>186</b>	<b>24.85%</b>	<b>20,749</b>	<b>21,167</b>	<b>418</b>
<b>Internal Funding</b>								
Proceeds from Sale of Property, Infrastructure, Reserves	4	259	57	(202)	(78.17%)	4,036	4,036	0
Rate Funding	5	1,314	186	(1,128)	(85.84%)	7,817	12,897	5,080
		2,667	6,516	3,849	144.35%	24,530	37,015	12,485
<b>Total Internal Funding</b>		<b>4,240</b>	<b>6,759</b>	<b>2,519</b>	<b>59.42%</b>	<b>36,382</b>	<b>53,948</b>	<b>17,566</b>
<b>Total Funding Source for Capital Works Program</b>		<b>4,988</b>	<b>7,693</b>	<b>2,705</b>	<b>54.23%</b>	<b>57,132</b>	<b>75,115</b>	<b>17,984</b>

# Statement of Capital Works

for the quarter ended 30 September 2016



Indicators of the variances between year to date (YTD) Adopted Budget and Actual results:

- ✔ 0% or greater.
- ⚠ Less than 0% and greater than negative 10%.
- ✘ Negative 10% or less.

Notes have been provided for the following variances:

1. Favourable variances between year to date (YTD) Adopted Budget and Actual results are equal to or greater than positive \$500K and equal to or greater than positive 10.00%.
2. Unfavourable variances between year to date (YTD) Adopted Budget and Actual results are equal to or less than negative \$500K and equal to or less than negative 10.00%.

## Notes:

1	Indicative underspend relates to the phasing of budgeted expenditure for the Knox Library (Interim) - Fitout project.
2	Earlier than anticipated works in Road Resurfacing Program. Planned works are moving either ahead of schedule or on schedule. Also includes finalisation of a carry forward project from 2015-16 - Road Sub-Structure and Kerb and Channel - Elm Street, Bayswater.
3	Expenditure for Bulk Replacement of Street Lights with LED project, carried forward from 2015-16. Implementation is underway with over 3,000 lights having been installed.
4	Unfavourable variance from an accounting transaction to reinstate the Landfill Rehabilitation Reserve resulting in an allocation into this reserve. Costs (as and when they occur) are covered by the Provision for Landfill Rehabilitation.
5	Council generates cash from its operating activities, which is used as a funding source for the capital works program. It is forecast that \$37.015 million will be generated from operations to fund the 2016-17 capital works program (inclusive of projects carried forward from 2015-16 into 2016-17).

# Balance Sheet

as at 30 September 2016



Description	Year-to-Date				Full Year		
	Adopted Budget	Actual	Variance Fav/(Unfav)		Adopted Budget	Forecast	Variance Fav/(Unfav)
	\$000'S	\$000'S	\$000'S	%	\$000'S	\$000'S	\$000'S
<b>Current Assets</b>							
Cash and Cash Equivalents	36,810	2,415	(34,396)	(93.44%)	51,201	38,876	(12,325)
Other Financial Assets	0	37,804	37,804	100.00%	0	0	0
Trade and Other Receivables	100,025	105,206	5,181	5.18%	9,211	10,012	801
Other Current Assets	1,317	412	(905)	(68.70%)	1,317	1,490	173
Non-Current Assets classified as Held for Sale	0	11	11	100.00%	0	0	0
Inventories	7	6	(1)	(8.76%)	7	4	(3)
<b>Total Current Assets</b>	<b>138,160</b>	<b>145,855</b>	<b>7,695</b>	<b>5.57%</b>	<b>61,736</b>	<b>50,383</b>	<b>(11,353)</b>
<b>Non-Current Assets</b>							
Investment in Associates	3,522	3,741	219	6.23%	3,522	3,741	219
Property, Infrastructure, Plant and Equipment	1,543,237	1,681,074	137,837	8.93%	1,570,691	1,725,353	154,662
Intangible Assets	726	1,225	499	68.71%	726	1,312	586
<b>Total Non-Current Assets</b>	<b>1,547,485</b>	<b>1,686,040</b>	<b>138,555</b>	<b>8.95%</b>	<b>1,574,939</b>	<b>1,730,406</b>	<b>155,467</b>
<b>Total Assets</b>	<b>1,685,645</b>	<b>1,831,895</b>	<b>146,250</b>	<b>8.68%</b>	<b>1,636,675</b>	<b>1,780,789</b>	<b>144,114</b>
<b>Current Liabilities</b>							
Trade and Other Payables	2,792	5,993	(3,201)	(114.66%)	10,430	11,376	(946)
Trust Funds and Deposits	3,278	5,996	(2,718)	(82.93%)	3,278	2,734	544
Provisions - Employee Costs	15,234	15,881	(647)	(4.25%)	16,976	16,623	353
Provision - Landfill Rehabilitation	508	591	(83)	(16.35%)	508	591	(83)
Interest-Bearing Loans and Borrowings	5,089	0	5,089	100.00%	3,548	2,500	1,048
<b>Total Current Liabilities</b>	<b>26,900</b>	<b>28,461</b>	<b>(1,561)</b>	<b>(5.80%)</b>	<b>34,740</b>	<b>33,823</b>	<b>917</b>
<b>Non-Current Liabilities</b>							
Provisions - Employee Costs	677	850	(174)	(25.69%)	1,025	882	143
Interest-Bearing Loans and Borrowings	12,326	0	12,326	100.00%	28,290	18,505	9,785
Provision - Landfill Rehabilitation	5,503	6,810	(1,307)	(23.74%)	5,503	6,810	(1,307)
<b>Total Non-Current Liabilities</b>	<b>18,506</b>	<b>7,660</b>	<b>10,846</b>	<b>58.61%</b>	<b>34,818</b>	<b>26,197</b>	<b>8,621</b>
<b>Total Liabilities</b>	<b>45,406</b>	<b>36,121</b>	<b>9,285</b>	<b>20.45%</b>	<b>69,558</b>	<b>60,020</b>	<b>9,538</b>
<b>Net Assets</b>	<b>1,640,239</b>	<b>1,795,774</b>	<b>155,535</b>	<b>9.48%</b>	<b>1,567,117</b>	<b>1,720,768</b>	<b>153,651</b>
<b>Equity</b>							
Accumulated Surplus	689,485	692,043	2,557	0.37%	619,139	626,248	7,109
Asset Revaluation Reserve	919,580	1,067,083	147,503	16.04%	919,580	1,067,083	147,503
Other Reserves	31,173	36,648	5,475	17.56%	28,398	27,437	(961)
<b>Total Equity</b>	<b>1,640,239</b>	<b>1,795,774</b>	<b>155,535</b>	<b>9.48%</b>	<b>1,567,117</b>	<b>1,720,768</b>	<b>153,651</b>

# Cash Flow Statement







for the quarter ended 30 September 2016

Description	Year-to-Date				Full Year		
	Adopted		Variance		Adopted		Variance
	Budget	Actual	Fav/(Unfav)		Budget	Forecast	Fav/(Unfav)
	\$000'S	\$000'S	\$000'S		\$000'S	\$000'S	\$000'S
<b>Cash Flows from Operating Activities</b>							
<b>Receipts</b>							
Rates and Charges	22,948	20,658	(2,290)	(9.98%)	104,681	106,327	1,645
Statutory Fees and Fines	497	588	91	18.29%	2,040	2,040	0
User Fees	2,188	3,191	1,003	45.86%	14,676	14,676	0
Grants - Operating	2,323	2,375	52	2.24%	22,410	22,048	(362)
Grants - Capital	293	455	162	55.31%	3,909	4,203	294
Contributions - Monetary	720	1,094	374	52.03%	4,632	4,755	123
Interest Received	426	376	(50)	(11.77%)	1,704	2,027	323
Other Receipts	429	395	(34)	(7.99%)	1,545	1,567	22
Net Movement in Trust Deposits	80	3,343	3,263	4,078.47%	80	80	0
Employee Costs	(18,954)	(17,608)	1,346	7.10%	(66,239)	(66,414)	(175)
Materials and Services	(18,175)	(15,090)	3,085	16.97%	(52,402)	(60,443)	(8,040)
Contributions and Donations	(3,943)	(3,595)	349	8.84%	(5,227)	(5,227)	0
Other Payments	(140)	(100)	40	28.84%	(561)	(561)	0
<b>Net Cash Provided by / (Used in) Operating Activities</b>	<b>(11,310)</b>	<b>(3,919)</b>	<b>7,390</b>	<b>65.34%</b>	<b>31,248</b>	<b>25,079</b>	<b>(6,169)</b>
<b>Cash Flows from Investing Activities</b>							
Payments for Property, Infrastructure, Plant and Equipment	(4,888)	(7,693)	(2,805)	(57.39%)	(50,490)	(62,737)	(12,248)
Proceeds from Sales of Property, Infrastructure, Plant and Equipment	259	194	(65)	(25.22%)	4,036	4,036	0
Payments for investments	0	(37,804)	(37,804)	(100.00%)	0	0	0
Proceeds from sale of investments	0	58,100	58,100	100.00%	0	58,100	58,100
<b>Net Cash Used in Investing Activities</b>	<b>(4,629)</b>	<b>12,796</b>	<b>17,426</b>	<b>376.42%</b>	<b>(46,454)</b>	<b>(602)</b>	<b>45,852</b>
<b>Cash Flows from Financing Activities</b>							
Proceeds of Borrowings	0	0	0	0.00%	16,702	21,452	4,750
Repayment of Borrowings	(760)	(13,247)	12,487	1,644.17%	(3,038)	(13,694)	(10,656)
Finance costs	(255)	(2,045)	1,790	701.39%	(1,021)	(2,189)	(1,168)
<b>Net Cash Provided by / (Used in) Financing Activities</b>	<b>(1,015)</b>	<b>(15,292)</b>	<b>14,278</b>	<b>1,407.03%</b>	<b>12,643</b>	<b>5,569</b>	<b>(7,074)</b>
<b>Net increase / (decrease) in Cash and Cash Equivalents</b>	<b>(16,954)</b>	<b>(6,416)</b>	<b>(10,538)</b>	<b>(62.16%)</b>	<b>(2,563)</b>	<b>30,046</b>	<b>32,609</b>
Cash and Cash Equivalents at the Beginning of the Financial Year	53,764	8,830	(44,934)	(83.58%)	53,764	8,830	(44,934)
<b>Cash at the End of the Year</b>	<b>36,810</b>	<b>2,415</b>	<b>(34,396)</b>	<b>(93.44%)</b>	<b>51,201</b>	<b>38,876</b>	<b>(12,325)</b>

# Financial Performance Indicators

as at 30 September 2016

The following table highlights Council's current and forecasted performance across a range of key financial performance indicators. These indicators provide a useful analysis of Council's financial position and performance and should be interpreted in the context of the Council's objectives.

Indicator and Definition	Calculation of Measure	Full Year		Notes
		Expected Bands	Adopted Budget Forecast	
<p><b>Operating Position - Measures whether a council is able to generate an adjusted underlying surplus.</b></p> <p><b>Adjusted Underlying Result</b></p> <p>Indicator of the broad objective that an adjusted underlying surplus should be generated in the ordinary course of business. A surplus or increasing surplus suggests an improvement in the operating position. The adjusted underlying surplus and the adjusted underlying revenue exclude the following types of income: grants - capital (non-recurrent), contributions - monetary (capital) and contributions - non-monetary.</p>	<p>[Adjusted Underlying Surplus (Deficit) / Adjusted Underlying Revenue] x 100</p>	(20%) to 20%	4.29% (0.75%) 	1
<p><b>Liquidity - Measures whether a council is able to generate sufficient cash to pay bills on time.</b></p> <p><b>Working Capital</b></p> <p>Indicator of the broad objective that sufficient working capital is available to pay bills as and when they fall due. High or increasing level of working capital suggests an improvement in liquidity.</p>	<p>[Current Assets / Current Liabilities] x 100</p>	100% - 400%	177.71% 148.96% 	2
<p><b>Unrestricted Cash</b></p> <p>Indicator of the broad objective that sufficient cash which is free of restrictions is available to pay bills as and when they fall due. High or increasing level of unrestricted cash suggests an improvement in liquidity.</p>	<p>[Unrestricted Cash / Current Liabilities] x 100</p>	10% - 300%	113.91% 81.23% 	3
<p><b>Obligations - Measures whether the level of debt and other long term obligations is appropriate to the size and nature of the Council's activities.</b></p> <p><b>Loans and Borrowings</b></p> <p>Indicator of the broad objective that the level of interest bearing loans and borrowings should be appropriate to the size and nature of a council's activities. Low or decreasing level of loans and borrowings suggests an improvement in the capacity to meet long term obligations.</p>	<p>[Interest Bearing Loans and Borrowings / Rate Revenue] x 100</p>	0% - 70%	30.37% 19.73% 	
<p><b>Debt Commitments</b></p> <p>Defined as interest and principal repayments on interest bearing loans and borrowings as a percentage of rate revenue.</p>	<p>[Interest and Principal Repayments / Rate Revenue] x 100</p>	0% - 20%	3.87% 14.92% 	
<p><b>Indebtedness</b></p> <p>Indicator of the broad objective that the level of long term liabilities should be appropriate to the size and nature of a Council's activities. Low or decreasing level of long term liabilities suggests an improvement in the capacity to meet long term obligations</p>	<p>[Non Current Liabilities / Own Source Revenue] x 100</p>	2% - 70%	27.89% 20.65% 	

# Financial Performance Indicators

as at 30 September 2016

Indicator	Calculation of Measure	Full Year		Notes
		Expected Bands	Adopted Budget Forecast	
<p><b>Asset Renewal</b></p> <p>Indicator of the broad objective that assets should be renewed as planned. High or increasing level of planned asset renewal being met suggests an improvement in the capacity to meet long term obligations</p>	[Asset Renewal Expenditure / Depreciation] x 100	40% - 130%	104.87% 132.28%	✓
<p><b>Stability - Measures whether a council is able to generate revenue from a range of sources.</b></p> <p><b>Rates Concentration</b></p> <p>Indicator of the broad objective that revenue should be generated from a range of sources. High or increasing range of revenue sources suggests an improvement in stability.</p>	[Rate Revenue / Adjusted Underlying Revenue] x 100	30.00% - 80.00%	67.87% 68.21%	✓

✓ Forecasts improvements in Council's financial performance / financial position indicator compared to the Adopted Budget position.  
 ⚠ Forecasts that Council's financial performance / financial position indicator will be reasonably steady and is within expected bands.  
 ✗ Forecasts deterioration in Council's financial performance / financial position indicator compared to the Adopted Budget position.

**Notes:**

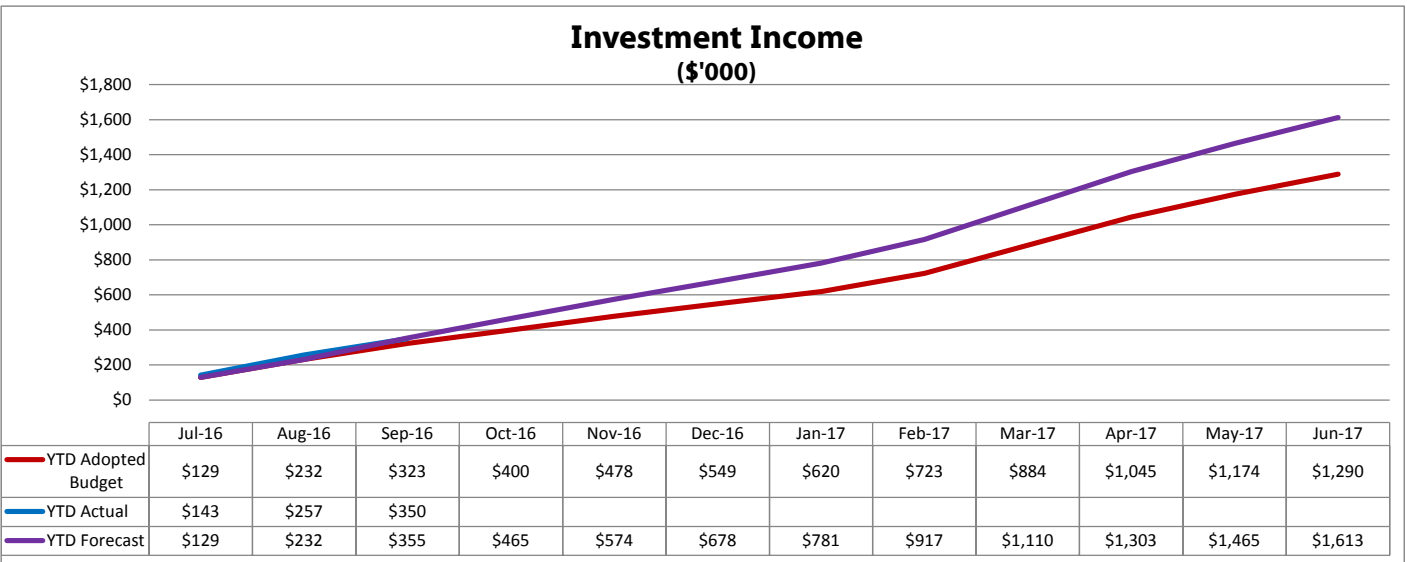
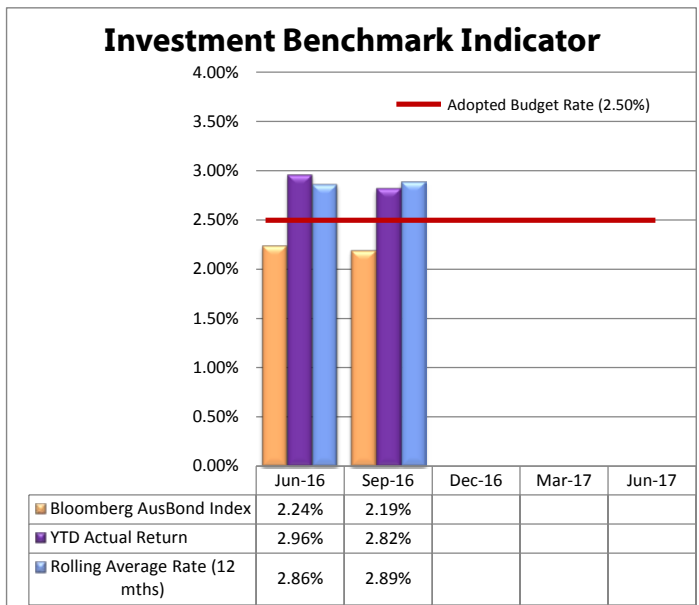
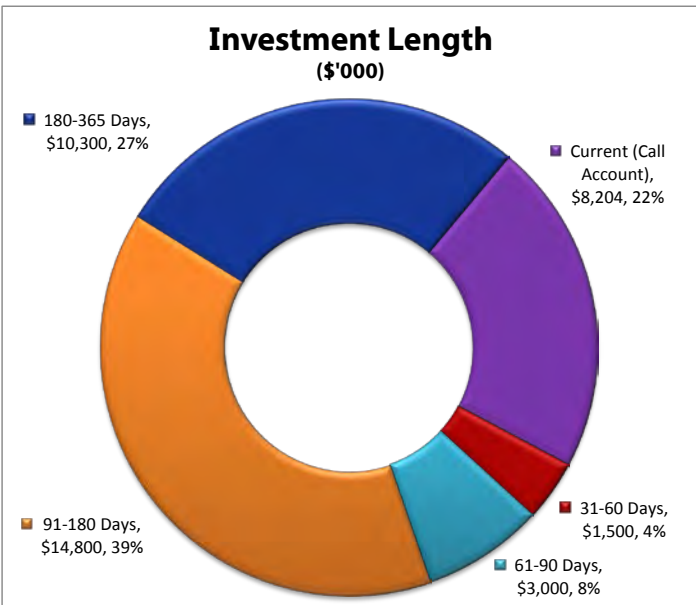
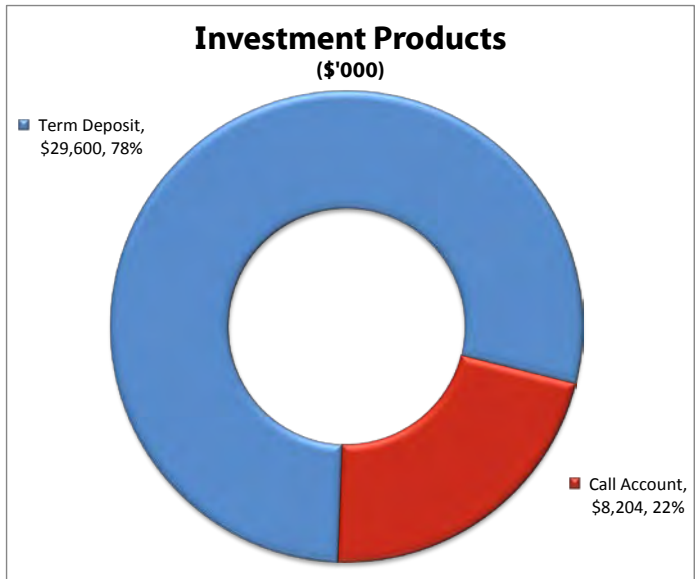
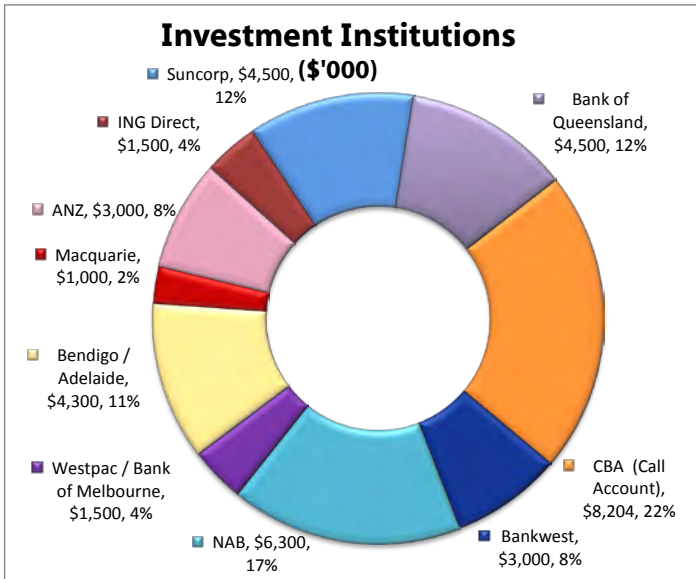
1	Forecasted adjusted underlying result ratio is within expected bands. The anticipated decrease in the ratio is due to expenditure increasing from the inclusion of carry forward projects from 2015-16 into 2016-17 and the interest payments associated with the early extinguishment of Council's existing interest bearing loans.
2	Forecasted working capital ratio is within expected bands. The anticipated decrease in this ratio is from the use of cash funds for the early extinguishment of Council's existing interest bearing loans and associated interest payments. This has impacted the current asset balances specifically the cash and cash equivalents amounts.
3	Forecasted unrestricted cash ratio is within expected bands. The anticipated decrease in this ratio is from the use of available cash funds for the early extinguishment of Council's existing interest bearing loans and associated interest payments.

# Investment Analysis

as at 30 September 2016



A total amount of \$37.804 million in funds were invested with various financial institutions as at 30 September 2016.





**10.3 Financial Performance Report for the Quarter Ended 30 September 2016 (cont'd)**

Confidential Appendix B is circulated under separate cover.

**ALL WARDS****10.4 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 four recommended Incidental Community Grant applications for a total value of \$4,000, and note the one application approved under delegated authority for a total value of \$300, 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.

## **10.4 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 the Policy guidelines, applications for funding up to \$500.00 are assessed and determined 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 22 November 2016, and recommends four grants for Council's approval. It is noted that the value requested in all four applications exceed the maximum permitted in the Policy. Consequently, the Chief Executive Officer's delegate has recommended that the maximum grant limit of \$1,000 be paid.

One grant, totalling \$300 has been approved and paid under delegated authority.

### **3. CONSULTATION**

No consultation has been undertaken in relation to this month's grant applications detailed in the report. This information is presented as part of Council's accountability to the community.

A review of the Incidental Community Grants Program Policy is scheduled for discussion with Councillors in February 2017 followed by a further report to be presented to the March Strategic Planning Committee meeting.

### **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.

**10.4 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.

**10.4 Incidental Community Grants Program Applications (cont'd)****COUNCIL RESOLUTION****MOVED: CR. LOCKWOOD****SECONDED: CR. GILL**

That Council approve the five recommended Incidental Community Grant applications for a total value of \$8,327, and note the one application approved under delegated authority for a total value of \$300, as detailed below:

<b>Applicant Name</b>	<b>Project Title</b>	<b>Amount Requested</b>	<b>Amount Recommended</b>
Waterford Park Retirement Village Men's Shed	Purchase of new table saw unit.	\$2,000	\$1,000
Australian Air League Rowville Squadron	Funding towards advertising in local newspaper, Air League Banners and sporting equipment.	\$2,000	\$1,000
Wantirna South Junior Football Club	Update cooking equipment to be used at the Wantirna Road Reserve.	\$1,200	\$1,000
Studfield Traders Association	Removal of the unsightly flags and replace the signs on electricity poles.	\$2,327	\$2,327
U3A Knox Inc	Construction of new garden shed to be used for storage of equipment.	\$3,000	\$3,000
		<b>TOTAL</b>	<b>\$8,327</b>

<b>Applicant Name</b>	<b>Project Title</b>	<b>Amount Requested</b>	<b>Amount Approved by Delegate</b>
Rowville Football Club Inc	Funding towards huge inflatable equipment and associated staff; for use at a free football super clinic for girls and boys aged 7-14.	\$300	\$300
		<b>Total</b>	<b>\$300</b>

**10.4 Incidental Community Grants Program Applications (cont'd)**  
**Resolution (cont'd)**

A Division was called by Cr. Seymour

For the motion: Cr. Keogh, Cr. Taylor, Cr. Cooper,  
Cr. Holland, Cr. Pearce, Cr. Lockwood,  
Cr. Gill, Cr. Mortimore

Against the motion: Cr. Seymour

CARRIED 8:1

**APPENDIX A – Incidental Community Grants Applications**

<b>Applicant Name</b>	<b>Project Title</b>	<b>Amount Requested</b>	<b>Amount Recommended</b>
Waterford Park Retirement Village Men's Shed	Purchase of new table saw unit.	\$2,000	\$1,000
Australian Air League Rowville Squadron	Funding towards advertising in local newspaper, Air League Banners and sporting equipment.	\$2,000	\$1,000
Wantirna South Junior Football Club	Update cooking equipment to be used at the Wantirna Road Reserve.	\$1,200	\$1,000
Studfield Traders Association	Removal of the unsightly flags and replace the signs on electricity poles.	\$2,327	\$1,000
		<b>TOTAL</b>	<b>\$3,000</b>

<b>Applicant Name</b>	<b>Project Title</b>	<b>Amount Requested</b>	<b>Amount Approved by Delegate</b>
Rowville Football Club Inc	Funding towards huge inflatable equipment and associated staff; for use at a free football super clinic for girls and boys aged 7-14.	\$300	\$300
		<b>Total</b>	<b>\$300</b>

**10.4 Incidental Community Grants Program Applications (cont'd)**

Confidential Appendix B is circulated under separate cover.



**ALL WARDS****11.1 WORKS REPORT AS AT 5 DECEMBER 2016**

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

*The Works Report shows projects on Council's Capital Works Program and indicates the status of each project as at 5 December 2016.*

**RECOMMENDATION**

That the works report, as at 5 December 2016, be received and noted.

**1. INTRODUCTION**

This report summarises Council's Capital Works Program for the 2016/2017 financial year. The aim of this report is to provide a regular and succinct status summary of each project over the last month. The Capital Works Report, as of 5 December 2016, is attached as Appendix A.

**COUNCIL RESOLUTION**

MOVED: CR. GILL

SECONDED: CR. LOCKWOOD

That the works report, as at 5 December 2016, be received and noted.

CARRIED

<b>Project No.</b>	<b>Project Name</b>	<b>Total Approved Budget</b>
<b>APPENDIX A</b>		
<b>1</b>	<b>Bridges Renewal Program</b>	<b>\$350,000</b>
	Draft plans for the design of the Forest Road Bridge Rehabilitation have been reviewed and sent back to the consultants for amendments. Once design has been finalised the project will be tendered.	
<b>4</b>	<b>High Risk Road Failures</b>	<b>\$500,000</b>
	Works have recently been completed in Burwood Highway service lane.	
<b>7</b>	<b>Road Surface Renewal Program</b>	<b>\$3,640,000</b>
	Program is progressing well considering the wet weather. Overall, 30 streets have now been completed and concrete preparation works on the remaining program are ongoing.	
<b>8</b>	<b>Drainage Pit and Pipe Renewal Program</b>	<b>\$1,560,000</b>
	Works have been recently completed at Aisbett Avenue, Pleasant Road and Rickards Avenue. Program progressing well considering the recent bad weather.	
<b>9</b>	<b>Footpath Renewal Program</b>	<b>\$1,500,000</b>
	Program progressing on schedule. Works are being programmed alongside the Road Resurfacing concrete works.	
<b>10</b>	<b>Bicycle / Shared Path Renewal Program</b>	<b>\$500,000</b>
	Works have now commenced on resurfacing the Ferny Creek Shared Path, between Hancock Drive and Glenfern Road. These works will be completed by early December.	
<b>16</b>	<b>Building Renewal Program</b>	<b>\$4,300,000</b>
	Program 20% committed/expended. Works nearing completion/expected to commence in December include Civic Centre - boiler replacement and atrium entrance works, The Basin Progress Hall - external painting, Rowville Community Centre - hall floor replacement works, Marie Wallace Bayswater Park Pavilion - switchboard replacement, Templeton Reserve - amenities block (changeroom toilets/showers refitting) and Leisureworks - carpet replacement/floor rectification works, waterslide stairs and landing rectification works.	
<b>17</b>	<b>Playground Renewal Program</b>	<b>\$1,412,146</b>
	Streeton, Ashbrook, Row, Arcadia Ronald/Paisley, Icarus and Kings Park playgrounds have been completed. Pinehill playground is currently under construction. Consultant has been engaged to undertake the concept design for the following playgrounds; Raphael, Pickett, Eildon, Windermere, Park Ridge, Balmoral and Harrow design. Alchester playgrounds is currently under construction (approx. 40% complete).	
<b>22</b>	<b>Fire Hydrant Replacement Program</b>	<b>\$123,000</b>
	First payment due in December.	
<b>24</b>	<b>Carpark Renewal</b>	<b>\$640,931</b>
	Works have been completed at Wattlevew Preschool and concrete works are set to commence on Mariemont Preschool.	

<b>Project No.</b>	<b>Project Name</b>	<b>Total Approved Budget</b>
<b>25</b>	<b>Plant &amp; Machinery Replacement Program</b> Renewal Program underway with 30% of funds committed.	<b>\$2,787,000</b>
<b>26</b>	<b>Street Tree Replacement Program</b> Audit works 60% complete. Removal works to be undertaken in February 2017.	<b>\$485,454</b>
<b>31</b>	<b>Stamford Park Redevelopment</b> Mens Shed relocation to be reconfigured following request from Stocklands to be allocated 50% of area set aside for new compound.	<b>\$4,440,820</b>
<b>43</b>	<b>Shade Sails &amp; Play Structure Maintenance</b> Tracking as expected at this time of year.	<b>\$38,500</b>
<b>104</b>	<b>Roadside Furniture Renewal Program</b> Tree removal has begun in preparation for the Army Road retaining wall renewal works. Retaining wall works are anticipated to begin in December and be completed prior to Christmas.	<b>\$60,000</b>
<b>147</b>	<b>Energy &amp; Greenhouse Program for Council Facilities</b> Scoping underway to implement recommendations from the Energy Audits.	<b>\$60,000</b>
<b>229</b>	<b>Building Code Australia Compliance</b> Program 11% committed. Full program of works will be finalized once audit data has been provided by January 2017.	<b>\$100,000</b>
<b>289</b>	<b>CSR Quarry Reserve - Implementation Stage 4</b> Contract has been packaged with the sealing of Quarry Road. Contract works within the reserve is progressing satisfactorily. Pathway preparation completed and concreting re-commenced after works delayed due to poor site conditions. Viewing platforms and boardwalk structure completed. Works overall approximately 70% complete. Survey for eastern part of reserve (next to 24 Quarry Road) planned for early 2017.	<b>\$500,937</b>
<b>345</b>	<b>Asbestos Removal</b> Program is 11% expended/committed. Full program of works to be finalized by January 2017	<b>\$100,000</b>
<b>347</b>	<b>Miscellaneous Industrial Roads - Pavement Rehabilitation</b> Works have recently been completed Holloway Road and Dorset Road service lanes.	<b>\$250,000</b>
<b>409</b>	<b>Parks Furniture Renewal</b> Furniture purchased and received. Installation to occur between December 2016 and April 2017.	<b>\$67,000</b>
<b>410</b>	<b>Parks Signage Renewal</b> Signage renewal audits for passive reserve requirements are complete, with first stage of renewals to commence in December.	<b>\$20,000</b>

<b>Project No.</b>	<b>Project Name</b>	<b>Total Approved Budget</b>
<b>412</b>	<b>Water Sensitive Urban Design Renewal</b>  Colchester Wetlands: Tender process underway, with contract documents being collated. Project to be tendered mid December.	<b>\$332,613</b>
<b>441</b>	<b>Tim Neville Arboretum Renewal</b>  Project packaged with project 412 - WSUD renewal and 751 - Tim Neville Arboretum lake structure upgrade. Contract works are substantially complete. Negotiations are underway with the contractor to replace damaged and missing lake plantings.	<b>\$534,108</b>
<b>443</b>	<b>Reserves Paths Renewal</b>  Works have now been programmed and scheduled to commence early December.	<b>\$50,000</b>
<b>455</b>	<b>Parks Crescent, Cypress Avenue, Boronia - Drainage Upgrade</b>  Detailed design is progressing with completion scheduled for early December. Construction of the project on hold pending resolution of Boronia Park drainage plan.	<b>\$189,738</b>
<b>459</b>	<b>Dobson Street Reserve Retarding Basin</b>  Contractor appointed but commencement of works on site delayed due to permit approval process. Awaiting advice on outcome of permit discussions with South East Water and design consultant. Works expected to commence in early 2017.	<b>\$621,628</b>
<b>492</b>	<b>Food Act Compliance - Kitchen Retrofitting</b>  Scope of works to be confirmed by end of January 2017 for March/April kitchen refits.	<b>\$25,000</b>
<b>494</b>	<b>Cathies Lane - Landfill Rehabilitation Works</b>  Tonkin & Taylor undertaking landfill gas monitoring. Landfill Rehabilitation Plan, Aftercare Management Plan and Hydrogeological Assessment submitted to EPA on 1 October 2015 to address PAN requirements.  Capping rehabilitation works completed in April. Drainage improvement works underway but has been hampered by wet weather. Recommendation from consultant's investigations is that there is no current requirement to lower leachate at the site. Investigations being undertaken to improve efficiency of existing gas extraction system through clean out of selected wells. Additional wells installed in November 2016 to assist with landfill gas monitoring. Investigations underway on stability of edge of landfill near leachate pond. EPA have issued a draft Post Closure Pollution Abatement Notice which will govern the management of the site.	<b>\$175,000</b>
<b>495</b>	<b>Fencing Replacement in Early Years Facilities - Scope and Implementation</b>  Works program has been finalised for construction/implementation over January 2017 holiday period.	<b>\$24,000</b>
<b>497</b>	<b>Coonara Stone Cottage - Structural Failure Rectification</b>  Project completed.	<b>\$31,788</b>
<b>516</b>	<b>Rumann and Benedikt Reserves - Open Space Upgrade</b>  Project Delivery will be overseeing the tender phase and construction of this stage of works (Stage 4) this financial year including concrete paths, multi-purpose court and seating works.	<b>\$200,000</b>

<b>Project No.</b>	<b>Project Name</b>	<b>Total Approved Budget</b>
<b>529</b>	<b>Dobson Park - Water Harvesting System</b> Construction complete. Reviewing maintenance plan from contractor and awaiting power connection from AUSNET to test the system for Practical Completion.	<b>\$51,678</b>
<b>532</b>	<b>Sheffield and Basin Olinda Roads, The Basin - Water Sensitive Urban Design</b> Project completed.	
<b>536</b>	<b>Parkland Asset Renewal</b> Works for Sasses Avenue LATM Renewal, Knox Dog Park & Passive Reserve Planting Renewals all complete. Boronia Road Garden Renewals, Knox Netball Centre and Ferntree Gully Community Centre works to commence between December 2016 and June 2017.	<b>\$60,000</b>
<b>537</b>	<b>Bush Boulevard Renewal</b> Quotations underway for Kelletts Road works currently underway. Works to commence between December 2016 and March 2017.	<b>\$30,000</b>
<b>543</b>	<b>Llewellyn Park - Landfill Rehabilitation Works</b> Tonkin & Taylor undertaking landfill gas monitoring. Completed Landfill Rehabilitation Plan, Aftercare Management Plan and Hydrogeological Assessment submitted to EPA on 31 August 2015 to meet PAN requirements. Capping rehabilitation works commenced May and are continuing, after being hampered by wet weather. Anticipate completion by March 2017. It has been determined that a landfill gas extraction system is required. A detailed design will be prepared and implemented over the next twelve to eighteen months. Requires additional monitoring bores which were installed in November 2016. Information bulletin was distributed to surrounding residents in May. Post Closure Pollution Abatement Notice issued in June.	<b>\$175,000</b>
<b>566</b>	<b>Artwork Renewal</b> Ongoing renewal program of Placemaker legacy works.	<b>\$20,000</b>
<b>576</b>	<b>Early Years Facility Emergency Warning System</b> Selected sites currently being scoped and costed for view to March/April 2017 holiday implementation.	<b>\$50,000</b>
<b>584</b>	<b>Tormore Reserve - Masterplan Development</b> Construction of Tormore Reserve Stage 2 works will be carried out by Knox Construction Group. Works will include majority of the path network and the proposed accessible parking near the pavilion.	<b>\$200,000</b>
<b>587</b>	<b>Upper Ferntree Gully Neighbourhood Activity Centre - Design</b> Anticipated project stages and timing: Concept Preparation - late February, 2017 to September, 2017; Design Development & Construction Documentation - Mid September, 2017 to December, 2017; Tendering - January, 2018 to February, 2018; Construction including Public Art - April to October, 2018.	<b>\$473,153</b>
<b>589</b>	<b>Knox Early Years (KEYs) Online</b> Fees module being reviewed to assess progress and useability	<b>\$27,411</b>

<b>Project No.</b>	<b>Project Name</b>	<b>Total Approved Budget</b>
<b>593</b>	<b>Marie Wallace Park - Masterplan Development</b>	<b>\$914,102</b>
	(1) Multi-activity area, open lawn area and picnic area with BBQ facilities are open to public use. (2) Stage 2 works including northern picnic area with BBQ facilities, nature play area and bike training area are being documented for tender with a view to staged construction over this financial year and early next financial year. (3) Access road car park - detailed design nearing completion with design review to follow.	
<b>607</b>	<b>Ashton Road, FTG - Reconstruction</b>	<b>\$452,285</b>
	Have packaged contract with Kingston Street & Mountain Gate Drive projects. Contract works for Ashton Road essentially completed with Practical Completion to follow once Mountain Gate Drive contract works are completed.	
<b>608</b>	<b>Kingston Street, FTG - Reconstruction</b>	<b>\$393,301</b>
	Have packaged contract with Kingston Street & Mountain Gate Drive projects. Contract works for Kingston Street essentially completed with Practical Completion to follow once Mountain Gate Drive contract works are completed.	
<b>609</b>	<b>Mountain Gate Drive, FTG - Reconstruction</b>	<b>\$526,116</b>
	Have packaged contract with Kingston Street & Ashton Road projects. Contract works within Mountain Gate Drive about 40% completed with slight delays experienced. This has delayed works on the roundabouts at Hancock Drive and Windermere Drive Works with works now expected to be completed by mid-February 2017.	
<b>610</b>	<b>Elm Street, Bayswater - Reconstruction</b>	<b>\$447,079</b>
	Construction contract packaged with Maple Street and Orange Grove. Contract works completed with Practical Completion imminent.	
<b>611</b>	<b>Orange Grove, Bayswater- Reconstruction</b>	<b>\$397,031</b>
	Construction contract packaged with Maple Street and Elm Street. Contract works completed with Practical Completion imminent.	
<b>612</b>	<b>Maple Street, Bayswater - Reconstruction</b>	<b>\$263,583</b>
	Construction contract packaged with Maple Street and Orange Grove. Contract works completed with Practical Completion imminent.	
<b>618</b>	<b>Rubber Rock Removal in Child Care Centres</b>	<b>\$60,000</b>
	Scope of works finalized and contractors engaged for works to be undertaken in December/January school holidays	
<b>622</b>	<b>Walker Reserve - Stage 2, Wantirna South</b>	<b>\$320,000</b>
	Netball Club consulted regarding plans. Contractor has been appointed and slight delay experienced on commencement. Now expect works to commence early December.	
<b>628</b>	<b>Boronia Library - Scope and Concept</b>	<b>\$71,782</b>
	Project on hold, subject to wider precinct deliberations.	

<b>Project No.</b>	<b>Project Name</b>	<b>Total Approved Budget</b>
<b>630</b>	<b>Early Years Hubs - Bayswater</b>  Carpark: Survey and design underway - expect to be completed by late January 2017. Anticipate construction commencement in March/April.	<b>\$650,000</b>
<b>638</b>	<b>Karoo Road, Rowville - Construction</b>  Detailed design completed. Contract advertised late November with tenders expected to close on 20 December. Residents being advised of works over December.	<b>\$644,491</b>
<b>648</b>	<b>Row Reserve, Rowville - Implement Masterplan</b>  Detailed Design for hardcourt area, drainage swales and softscape works being finalized and due to commence construction in first half 2017. Construction to be undertaken by Project Delivery Team (TBC).	<b>\$100,000</b>
<b>649</b>	<b>Scoresby (Exner) Reserve - Masterplan</b>  Design for car park completed and subject to review. Will seek quotes in December and anticipate construction of car-park early in New Year.	<b>\$250,000</b>
<b>655</b>	<b>Entry Signage - Scope and Concept</b>  Signage installed. Project complete.	<b>\$3,500</b>
<b>660</b>	<b>Mountain Highway (No. 598), Bayswater Drainage - Design</b>  Council review of detailed design to be completed by June 2017.	<b>\$23,967</b>
<b>664</b>	<b>Storm Water Harvesting - Concept Designs</b>  Awaiting a further report revision from the consultant.	<b>\$62,961</b>
<b>667</b>	<b>Dobson Creek Catchment - Streetscape Water Sensitive Urban Design</b>  Melbourne Water, University of Melbourne and Council are working together to analyse the overall impact of the completed WSUD works within the Dobsons Creek catchment to find optional water quality treatment sites for the construction of additional WSUD project and improvement works.	<b>\$203,402</b>
<b>668</b>	<b>Knox Active Aging Management System (KAAMS)</b>  Mobility module implementation underway	<b>\$212,595</b>
<b>675</b>	<b>Public Art Project</b>  The Draft Public Art Strategy is being finalised and will be presented to the Council for consideration in early 2017. This will then inform plans for specific public art projects in the future from 2017-18. A specific public art piece will not be delivered during 2016-17.	<b>\$119,658</b>
<b>689</b>	<b>Lewis Park Oval 1 Renewal</b>  Soil tests to be conducted in December. Quotations being sought. Construction deferred to 2017/18. User groups consulted.	<b>\$20,000</b>
<b>699</b>	<b>Miller Road/Dorrigo Drive Traffic Treatment</b>  Project has been completed.	<b>\$4,964</b>

<b>Project No.</b>	<b>Project Name</b>	<b>Total Approved Budget</b>
<b>704</b>	<b>Mountain Highway footpath connection 4</b>	<b>\$80,000</b>
	Preliminary discussions have been held with the developers of 1268 Mountain Highway about the proposed footpath. To avoid foreseeable damage to the footpath, works will not be undertaken until construction works at the front of the property have been completed. No details are available as to when development will be completed.	
<b>707</b>	<b>Practice wickets /sports reserve assets / tennis courts / netball courts</b>	<b>\$225,000</b>
	Work commenced at Chandler netball courts. Tormore nets design at draft stage.	
<b>708</b>	<b>Cricket run ups and goal squares</b>	<b>\$20,000</b>
	Turf work around Seebeck Reserve wicket is complete.	
<b>710</b>	<b>Colchester Reserve Rugby Pitches</b>	<b>\$457,230</b>
	Contract works approximately 75% complete with works significantly delayed by prolonged wet weather. Earthworks, sprinkler & AG drain works completed. Final growing medium layer expected to be installed early December.	
<b>712</b>	<b>Tennis Court Renewals</b>	<b>\$235,065</b>
	Rita Mathews TC: Contract works are approximately 90% complete and delayed due to adverse weather. Works are near completion and expected to be completed by early December.	
<b>713</b>	<b>Sports Facility Lighting Renewal</b>	<b>\$36,500</b>
	Works complete.	
<b>714</b>	<b>Family and Children Services Softfall Program</b>	<b>\$25,000</b>
	Program established and awaiting contractor appointment. Implementation to be undertaken over December/January shutdown period.	
<b>716</b>	<b>Early Years Hubs - Wantirna South</b>	<b>\$6,578,222</b>
	Tender process underway. Tender closes on 12 December, with evaluation commencing 14 December.	
<b>717</b>	<b>Knox Central Package</b>	<b>\$11,585,000</b>
	Negotiations to acquire the Westfield parcels for future road corridor and delivery of Knox Central Masterplan recommenced in October. The Operations Centre land has settled with residual funding to remain allocated to the project in the event that a second overflow parcel is required.	
<b>718</b>	<b>Bulk Replacement of Street Lights with LED</b>	<b>\$6,071,446</b>
	Approximately 7,500 lights in the Ausnet region has been replaced. Majority of the replacement works in the United Energy area will occur during December.	
<b>721</b>	<b>Eildon Park Reserve (Pavilion upgrade), Rowville - Design</b>	<b>\$658,969</b>
	Awaiting Building Permit to commence works.	



<b>Project No.</b>	<b>Project Name</b>	<b>Total Approved Budget</b>
<b>724</b>	<b>Knox (Interim) Library</b> Detailed design on hold pending further discussions with Westfield.	<b>\$678,520</b>
<b>725</b>	<b>Placemakers Site - Design</b> Design to be finalised for works to replace the fire damaged premise to progress to building works in mid to late 2017.	<b>\$222,263</b>
<b>727</b>	<b>Knox Community Arts Centre - Outdoor Furniture</b> Minor path works onsite completed by Knox Construction Department. Quotation being sought to improve site signage.	<b>\$12,000</b>
<b>733</b>	<b>Preschool Office/Storage - Minor Works</b> Works program has been finalized and quotes received. Awaiting Contractor appointment for Construction over the December/January shutdown period.	<b>\$70,000</b>
<b>735</b>	<b>Family &amp; Children Services Buildings Door Jamb Protectors</b> Works program finalised. Awaiting quotes. Works have been scheduled for December/January and March/April shutdown periods.	<b>\$25,000</b>
<b>738</b>	<b>The Basin Progress Hall - Stage 4 of 4</b> Project completed.	<b>\$72,501</b>
<b>743</b>	<b>Quarry Road, Upper Ferntree Gully</b> Contract has been packaged with the CSR Quarry Master-plan project. Contract works for Quarry Road are essentially complete. Waiting on Ausnet to install public lighting over plateau speed devices which is expected to occur by early December.	<b>\$456,263</b>
<b>746</b>	<b>Revegetation Plan</b> Site preparation for revegetation along Ferny Creek Corridor, Upper Ferntree Gully underway.	<b>\$100,000</b>
<b>747</b>	<b>Chandler Park, Boronia - Masterplan Implementation</b> Contract approved. Construction to commence in February 2017.	<b>\$368,169</b>
<b>749</b>	<b>Fairpark Reserve, FTG - Masterplan Implementation</b> Contract being prepared and signed. Construction to commence January 2017.	<b>\$240,609</b>
<b>750</b>	<b>Basin Triangle Reserve, The Basin - Masterplan Implementation</b> Majority of pavement and seating works complete. Need for demolition and reinstatement of concrete path at the entrance of the Basin Progress Hall Plaza and new pit – due to changes in surface levels.	<b>\$95,450</b>
<b>751</b>	<b>Tim Neville Arboretum - Lake Structure Upgrade</b> Project packaged with Project 441 - Tim Neville Arboretum Masterplan Implementation, Project 751 - TNA Lakes Upgrade & Wetland system and Project 529 - Dobson Park Stormwater Harvesting. Contract works are substantially complete. Negotiations are underway with the contractor to replace damaged and missing lake plantings.	<b>\$150,000</b>

<b>Project No.</b>	<b>Project Name</b>	<b>Total Approved Budget</b>
752	<b>Mountain Gate Shopping Centre Reserve - Design</b> Three (3) sessions of initial community consultation was completed in July. Design development in progress expected for completion in early 2017 and consult again with the community on the design in early February 2017.	<b>\$19,425</b>
755	<b>Talaskia Reserve, Upper Ferntree Gully - Design</b> Draft detailed documentation commenced by consultants, had been reviewed and sent back for edits as required to be consistent with the approved Masterplan.	<b>\$100,000</b>
756	<b>Heany Park, Rowville</b> Construction works completed awaiting for a custom seat to be installed for Practical Completion certificate to be issued.	<b>\$73,741</b>
757	<b>Carrington Park, Knoxfield - Masterplan</b> Continuation of path works currently being completed by Knox Construction Department.	<b>\$150,000</b>
758	<b>Jenola Parade Masterplan Implementation</b> Shelter to be installed in early December along with associated drainage works.	<b>\$41,332</b>
759	<b>Alchester Village - Masterplan Implementation</b> Masterplan implementation completed.	<b>\$89,600</b>
760	<b>Alchester Village - Park Masterplan</b> Construction works currently underway.	<b>\$60,000</b>
761	<b>Dandenong Creek Gateways - Revegetation of Strategic Road Corridors</b> Project to commence December.	<b>\$49,620</b>
762	<b>Dobsons-Clyde Street Flood Retarding System - Design</b> Refer to Project No. 459.	<b>\$0</b>
763	<b>Boronia Road Overland Flowpath - Construction</b> Project is being delivered in conjunction with Project No. 455 (Park Crescent, Cypress Avenue - Drainage Upgrade). Construction of the project on hold pending resolution of Boronia Park drainage plan.	<b>\$550,000</b>
765	<b>Alchester Village Shopping Centre - new toilet block</b> Project complete.	<b>\$135,200</b>
768	<b>Wantirna Mall Toilets</b> Project complete and commissioned.	<b>\$116,530</b>
769	<b>Mint Street, Wantirna – Dandenong Creek Wetland Construction</b> Tender to occur early in New Year.	<b>\$400,000</b>

<b>Project No.</b>	<b>Project Name</b>	<b>Total Approved Budget</b>
771	<b>Colchester Road, Boronia – Wetland and Raingarden</b> Refer to Project No. 412.	<b>\$40,000</b>
773	<b>Suffern Avenue (Waldheim Street) Wetland</b> Detailed design plans being reviewed.	<b>\$373,979</b>
775	<b>Alchester Village Lighting Project</b> Park lighting works are complete and operational. Street lighting upgrade works are being undertaken by Ausnet - the latest advice is that they will complete these works in mid January.	<b>\$91,775</b>
785	<b>Printer Upgrade</b> Quotes received from Procurement Australia, short list due to be compiled and demonstrations being arranged from shortlisted vendors.	<b>\$78,107</b>
786	<b>Micro Soft Office Upgrade</b> Testing underway by selected pilot group.	<b>\$150,000</b>
787	<b>Website Development</b> Project on hold pending suitable resourcing.	<b>\$36,000</b>
788	<b>Electronic Record System Upgrade (Project Phoenix)</b> User acceptance testing underway.	<b>\$743,038</b>
789	<b>Facilities Booking Review/Upgrade</b> Scheduled for commencement of testing and implementation.	<b>\$35,800</b>
791	<b>Server Infrastructure</b> Servers ordered due for delivery, implementation during December / January.	<b>\$198,500</b>
792	<b>PC Rollout</b> Roll out complete.	<b>\$80,000</b>
793	<b>Non Leased Software and Hardware</b> Project scheduled for completion by end of June.	<b>\$100,000</b>
794	<b>Switch Replacement Program (Leased)</b> Project well advanced, due for completion February / March 2017.	<b>\$38,000</b>
796	<b>Park Crescent, Boronia - Reconstruction</b> Project packaged with Erica Avenue and Woodvale Road with tenders for contract presented to November Council meeting. Contractor subsequently appointed.	<b>\$240,000</b>

<b>Project No.</b>	<b>Project Name</b>	<b>Total Approved Budget</b>
<b>797</b>	<b>McMahons Road, Ferntree Gully - Reconstruction</b>  Project deferred to future years due to potential development of Norvel Quarry site likely to adversely affect road.	<b>\$240,000</b>
<b>798</b>	<b>Woodvale Road, Boronia - Reconstruction</b>  Tender report presented to November Council meeting with recommendation adopted. Contractor subsequently appointed.	<b>\$210,000</b>
<b>799</b>	<b>Windermere Drive, Ferntree Gully - Reconstruction</b>  Detailed design completed with design review to follow.	<b>\$350,000</b>
<b>800</b>	<b>Smithfield Square, Wantirna - Reconstruction</b>  Design completed. Assessing remaining program budget before proceeding to tender.	<b>\$210,000</b>
<b>801</b>	<b>Sasses Avenue, Bayswater - Reconstruction</b>  Design completed. Following Council consideration of Contract 2222 - this project has been deferred to 2017/18.	<b>\$240,000</b>
<b>802</b>	<b>Erica Avenue, Boronia - Reconstruction</b>  Project packaged with Park Crescent and Woodvale Road with tenders for contract presented to November Council meeting. Contractor subsequently appointed.	<b>\$240,000</b>
<b>803</b>	<b>Macquarie Place, Boronia - Reconstruction</b>  Detail design completed. Responses to questionnaire survey will feed into influencing construction methodology and delivery of works. Contract tender closed 29 November with construction to occur early in New Year.	<b>\$210,000</b>
<b>804</b>	<b>Dorset Road (169), Boronia - Flood Mitigation</b>  Detailed design well underway - expect construction to occur early in New Year.	<b>\$97,000</b>
<b>806</b>	<b>Cash Fues Place, Wantirna – Dandenong Creek Wetland Design</b>  Design review underway with design alterations likely to be required. Tender to follow once design clarifications are sorted.	<b>\$65,000</b>
<b>809</b>	<b>Bayswater Activity Centre Streetscape Improvements</b>  Design works for Mountain Hwy remain near completion with electrical design packages outstanding. Cost estimates have been reviewed by Level Crossing Removal Authority and accompanying MOU has been signed as per Council resolution.	<b>\$1,700,000</b>
<b>812</b>	<b>Asset Management System Implementation</b>  Awaiting resources.	<b>\$20,000</b>
<b>813</b>	<b>Information architecture design and planning</b>  Digital strategy delivered to EMT, ICT Strategy and roadmap being presented to EMT 8 December 2016	<b>\$75,200</b>

<b>Project No.</b>	<b>Project Name</b>	<b>Total Approved Budget</b>
<b>814</b>	<b>Standard Operating Environment Upgrade</b> New SOE built, variations being undertaken now to include Surface Pro.	<b>\$70,000</b>
<b>815</b>	<b>Pathway Smartclient implementation</b> Developing implementation plan for Pathway Smart client.	<b>\$87,300</b>
<b>816</b>	<b>ePathway Payment enhancements/extension</b> Implementation plan for Pathway enhancements being developed.	<b>\$70,000</b>
<b>817</b>	<b>WAN Upgrade</b> Cabling to each site well underway due for completion.	<b>\$100,000</b>
<b>818</b>	<b>DRP Update and full test</b> DR test site at Manningham being set up now, connectivity is complete, equipment purchase is being planned. License with Manningham is developed and some details are being negotiated.	<b>\$100,000</b>
<b>819</b>	<b>IT Security Audit (policies &amp; procedures)</b> Scheduled for March 2017	<b>\$40,000</b>
<b>820</b>	<b>Mobile phone refresh (iPhone)</b> Project planning underway.	<b>\$20,000</b>
<b>821</b>	<b>Nimble</b> Planned for commencement December.	<b>\$90,000</b>
<b>822</b>	<b>Security, Email Filtering and Firewall</b> Due for completion March 2017.	<b>\$120,000</b>
<b>823</b>	<b>DCI - Air Conditioner</b> Design and implementation will form part of the digital strategy work.	<b>\$100,000</b>
<b>824</b>	<b>VESDA Fresh Air Unit</b> Once DR site transferred to Manningham this project will not be required.	<b>\$2,000</b>
<b>825</b>	<b>Microsoft Licensing (True Up)</b> Scheduled for March / April 2017.	<b>\$150,000</b>
<b>826</b>	<b>Microsoft SQL Licence</b> Scheduled to be undertaken March / April 2017.	<b>\$220,000</b>
<b>827</b>	<b>Microsoft SharePoint Upgrade</b> Design and strategy to be commenced March/April 2017.	<b>\$100,000</b>

<b>Project No.</b>	<b>Project Name</b>	<b>Total Approved Budget</b>
<b>828</b>	<b>New Licences - HelpMaster Pro</b> Researching more appropriate solution.	<b>\$2,500</b>
<b>829</b>	<b>Knox Community Art Centre, Bayswater</b> Quotations for furniture replacement being obtained.	<b>\$30,000</b>
<b>830</b>	<b>Park Ridge Reserve, Rowville - Oval Renewal</b> The existing drainage has been removed, the next phase will be to install the new drainage and irrigation systems.	<b>\$440,000</b>
<b>831</b>	<b>Templeton Reserve, Wantirna - Oval Renewal</b> The ground is currently being shaped to obtain the correct levels of ground fall.	<b>\$260,000</b>
<b>832</b>	<b>Knox Gardens Reserve, Wantirna South - Oval 2 Renewal</b> Earthworks in the form of shaping the base of the oval are currently underway.	<b>\$250,000</b>
<b>833</b>	<b>Knox Gardens Reserve, Wantirna South - Tennis Court Renewal</b> Design scheduled to commence early in New Year with funding consideration to follow once estimate is finalized.	<b>\$44,000</b>
<b>834</b>	<b>Oversowing of Sports Fields</b> HV Jones and Kings Park will be oversown in early 2017.	<b>\$20,000</b>
<b>837</b>	<b>Westfield Library - Design</b> Awaiting outcomes of discussions with Westfields.	<b>\$200,000</b>
<b>838</b>	<b>Bayswater Community Hub - Scoping</b> Meetings currently being held with LXRA to discuss options for development of a facility that includes community use on VicTrack land in Bayswater. Proposals to be presented to Issues Briefing 13 December 2016.	<b>\$120,000</b>
<b>839</b>	<b>Preschool Bathroom Upgrades, Scoping and Design</b> Concept designs have been finalised and will proceed to detailed design with delivery expected February 2017.	<b>\$60,000</b>
<b>840</b>	<b>Knoxfield Preschool - Bathroom Upgrade</b> Contractor appointed expected late November with construction commencement in December.	<b>\$54,000</b>
<b>841</b>	<b>Knox Skate &amp; BMX Park, New Floodlighting</b> Works have commenced with completion expected by end of December.	<b>\$70,000</b>
<b>842</b>	<b>Knox Athletics Track, Hammer Throw Cage Upgrade</b> Waiting to receive feedback from the Athletics Club and outcome of Leisure discussions with BMX Club before preparing detailed design plans.	<b>\$60,000</b>

<b>Project No.</b>	<b>Project Name</b>	<b>Total Approved Budget</b>
<b>843</b>	<b>Gilbert Park Reserve, Pavilion Upgrade</b> Design due to commence second half of 2016/17.	<b>\$65,000</b>
<b>844</b>	<b>Score Boards - Design and Installation</b> Budget is 60% expended. 8 projects are progressing through various stages from design/construct/completion	<b>\$350,000</b>
<b>845</b>	<b>Carrington Park Leisure Centre - Basketball Rings</b> Works programmed to be complete by April 2017 (as part of structural rectification project).	<b>\$35,000</b>
<b>846</b>	<b>Knox Gardens Reserve - Lower Oval Shelters</b> Scope of works to be finalised in December with works to be undertaken early 2017.	<b>\$40,500</b>
<b>847</b>	<b>Boronia Basketball Stadium - Safety Padding</b> Confirmation of scope of works in October, project scheduled to be completed by February 2017.	<b>\$65,000</b>
<b>848</b>	<b>Mariemont Preschool, Wantirna - Upgrade of Foyer and Office Space</b> Works program being reassessed.	<b>\$158,000</b>
<b>849</b>	<b>Repurposing Scoping of Facilities from Hub Projects.</b> Scoping the future use of Family and Children's Services Child Care Centres is tracking on schedule. Once scoping is complete, information will go to Council for further advice.	<b>\$50,000</b>
<b>850</b>	<b>Murrindal Playgroup, Rowville - Outdoor Blind Installation (Community Submission)</b> Shade sail installed.	<b>\$3,450</b>
<b>851</b>	<b>Senior Citizens Centres - Facilities Development Plan</b> Draft Asset Development Plan received from consultant for internal review before presentation to Council.	<b>\$85,000</b>
<b>852</b>	<b>Community Facilities Climate Control - Options Analysis</b> Site visits completed in November. Awaiting Smart Meter data for Boronia Progress Hall. Energy assessment and quotes from suppliers due in December and January.	<b>\$15,000</b>
<b>853</b>	<b>Aimee Seebeck Hall, Amenities Design</b> Scoping works scheduled to commence in early December.	<b>\$10,000</b>
<b>854</b>	<b>Knox Community Gardens/Vineyard Pergola Upgrade</b> Awaiting direction from Council before commencement	<b>\$10,000</b>
<b>855</b>	<b>Boronia Road, Wantirna - Footpath</b> Waiting on Design from Traffic/Project Delivery. Hopeful of commencement early 2017.	<b>\$25,000</b>

<b>Project No.</b>	<b>Project Name</b>	<b>Total Approved Budget</b>
<b>856</b>	<b>Boronia Road, Boronia - Footpath Feasibility Study</b> Scheduled to commence survey in December.	<b>\$10,000</b>
<b>857</b>	<b>Rollings Road, Upper FTG - Footpath</b> Traffic & Transport have undertaken the consultation process with the residents and given commitment to undertake the works prior to the end of 2016.	<b>\$65,100</b>
<b>858</b>	<b>Ferntree Gully Road, Ferntree Gully - Footpath</b> Works scheduled for December.	<b>\$31,500</b>
<b>859</b>	<b>Mountain Highway, Wantirna - Footpath 3</b> Construction of this pedestrian connection was a condition of the Planning Permit issued for the Wantirna Rise development. The developer has constructed this path at their cost. Consideration is being given to bringing forward a suitable high priority footpath project.	<b>\$57,750</b>
<b>860</b>	<b>Bergins Road, Rowville - Footpath 3</b> Design under review.	<b>\$125,000</b>
<b>861</b>	<b>Beresford Drive/Colchester Road, Boronia - Channelised Right Turn</b> Design completed and under review by Traffic & Transport through a Road Safety Audit. Awaiting on outcome of review and Tree removal permit requirements before finalizing plans.	<b>\$70,000</b>
<b>862</b>	<b>Burwood Highway, Wantirna - Shared Path 2 - Design</b> Awaiting on advice from Traffic & Transport, in consultation with Biodiversity, on preferred alignment of shared use path.	<b>\$10,000</b>
<b>863</b>	<b>Fitzgerald Street, FTG - Streetlights</b> An order has been placed with the electricity authority, AusNet, to prepare a design and provide an updated quotation.	<b>\$45,000</b>
<b>864</b>	<b>Lakeside Boulevard, Rowville - Pedestrian Refuge</b> Works scheduled for early December.	<b>\$15,000</b>
<b>865</b>	<b>Mountain Highway, Boronia - Footpath Connection 2</b> Works scheduled for December.	<b>\$20,000</b>
<b>866</b>	<b>Ferntree Gully Village Square - Masterplan Implementation</b> Currently liaising with VicTrack regarding lease/MOU of Vic Track land. Draft design concept has been prepared, subject to outcome of discussions with VicTrack.	<b>\$100,000</b>
<b>867</b>	<b>Knox Regional Netball Centre, Ferntree Gully - Masterplan</b> Preparing a brief to develop a Masterplan. Brief to be linked with development of H V Jones Masterplan brief, due to close proximity of the two sites - both due for masterplanning. Masterplanning to be undertaken by Open Space Landscape Design Team.	<b>\$55,000</b>



<b>Project No.</b>	<b>Project Name</b>	<b>Total Approved Budget</b>
<b>868</b>	<b>H V Jones, Ferntree Gully Masterplan Implementation</b>  Preparing a brief to develop a Masterplan. Brief to be linked with development of Knox Regional Netball Centre Masterplan brief, due to close proximity of the two sites - both due for masterplanning. Masterplanning may be undertaken by Open Space Landscape Design Team.	<b>\$45,000</b>
<b>869</b>	<b>Gilbert Park, Knoxfield - Masterplan Implementation</b>  Currently preparing a brief to engage consultants on developing the Masterplan. To be tendered in early December.	<b>\$30,000</b>
<b>871</b>	<b>Energy Performance Audit for Community Buildings</b>  Council has shortlisted three energy specialists to advance to the next stage of the Energy Performance Contract.	<b>\$120,000</b>
<b>874</b>	<b>Fulham Road, Rowville Reconstruction - Design</b>  Geotech investigation and survey completed. Detailed design to commence from around March 2017.	<b>\$30,000</b>
<b>875</b>	<b>Parkhurst Drive, Knoxfield Reconstruction - Design</b>  Geotech investigation and survey completed. Detailed design to commence in New Year.	<b>\$45,000</b>
<b>876</b>	<b>Eastgate Court, Wantirna South Reconstruction - Design</b>  Geotech investigation and survey completed with design well underway.	<b>\$25,000</b>
<b>877</b>	<b>Rosehill Street, Scoresby Reconstruction - Design</b>  Geotech investigation and survey completed. Design to commence in new year.	<b>\$25,000</b>
<b>878</b>	<b>Alma Avenue, Ferntree Gully Reconstruction - Design</b>  Geotech investigation completed and expect survey to commence in New Year.	<b>\$25,000</b>
<b>879</b>	<b>Winwood Drive, Ferntree Gully Reconstruction - Design</b>  Geotech investigation completed and survey expected to be carried out early in New Year.	<b>\$25,000</b>
<b>880</b>	<b>Helene Court, Boronia Reconstruction - Design</b>  Geotech investigation and survey completed with detailed design underway.	<b>\$25,000</b>
<b>882</b>	<b>Knox Regional Football Centre Storage Shed</b>  Project to provide safe and isolated storage for the Centre's grooming machine and fuel.	<b>\$7,000</b>

**Total: \$73,419,876**

**ALL WARDS****11.2 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 3 October 2016 and Sunday 4 December 2016 are attached to this report.

**COUNCIL RESOLUTION**

**MOVED: CR. GILL**  
**SECONDED: CR. COOPER**

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.

**CARRIED**



# RECORD OF ASSEMBLY OF COUNCILLORS Knox City Council

(Section 80A Local Government Act)

<b>Date of Assembly:</b> 10/11/2016	
<b>Name of Committee or Group (if applicable):</b>	
Transition Briefing – Meeting Procedures	
<b>Time Meeting Commenced:</b> 7:30pm	
<b>Councillors in Attendance:</b>	
Cr Darren Pearce, Mayor	
Cr John Mortimore	
Cr Tony Holland	
C Jackson Taylor	
Cr Jake Keogh	
<b>Council Staff in Attendance:</b>	
Tony Doyle	
Joanne Truman	
Fleur Cousins	
<b>Matters Considered:</b>	
1. Conflict of Interest Provisions	
2. Council Meeting Procedures	

<b>Conflict of Interest Disclosures: Nil</b>		
<b>Councillor's Name</b>	<b>Type of Interest</b>	<b>Councillor Left Assembly While Matter Being Considered</b>



## RECORD OF ASSEMBLY OF COUNCILLORS Knox City Council

(Section 80A Local Government Act)

<b>Date of Assembly:</b> 12/11/2016	
<b>Name of Committee or Group (if applicable):</b>	
Transition Briefing – Working Together to Deliver	
<b>Time Meeting Commenced:</b> 9:30am	
<b>Councillors in Attendance:</b>	
Cr Darren Pearce, Mayor	Cr Lisa Cooper
Cr Tony Holland	Cr Jake Keogh
Cr Adam Gill	Cr Nicole Seymour
Cr Jackson Taylor	
<b>Council Staff in Attendance:</b>	
Tony Doyle	
Ian Bell	
Angelo Kourambas	
Kerry Stubbings	
Joanne Truman	
<b>Matters Considered:</b>	
1. Councillor Rights and Responsibilities	
2. Key Aspirations and Challenges for the Knox Community	

<b>Conflict of Interest Disclosures: Nil</b>		
<b>Councillor's Name</b>	<b>Type of Interest</b>	<b>Councillor Left Assembly While Matter Being Considered</b>



## RECORD OF ASSEMBLY OF COUNCILLORS Knox City Council

(Section 80A Local Government Act)

<b>Date of Assembly:</b> 15/11/2016	
<b>Name of Committee or Group (if applicable):</b>	
Councillor Briefing	
<b>Time Meeting Commenced:</b> 7:35pm	
<b>Councillors in Attendance:</b>	
Cr Darren Pearce, Mayor	Cr Jackson Taylor
Cr Peter Lockwood	Cr Lisa Cooper
Cr John Mortimore	Cr Jake Keogh
Cr Tony Holland	Cr Nicole Seymour
Cr Adam Gill	
<b>Council Staff in Attendance:</b>	
Tony Doyle	Fleur Cousins
Ian Bell	Carrie Bruce
Angelo Kourambas	
Kerry Stubbings	
Joanne Truman	
<b>Matters Considered:</b>	
Legal Environment and Framework for Council and Councillors	

<b>Conflict of Interest Disclosures: Nil</b>		
<b>Councillor's Name</b>	<b>Type of Interest</b>	<b>Councillor Left Assembly While Matter Being Considered</b>



## RECORD OF ASSEMBLY OF COUNCILLORS Knox City Council

(Section 80A Local Government Act)

<b>Date of Assembly:</b> 16/11/2016	
<b>Name of Committee or Group (if applicable):</b>	
Councillor Briefing	
<b>Time Meeting Commenced:</b> 6:45pm	
<b>Councillors in Attendance:</b>	
Cr Darren Pearce, Mayor	Cr Jackson Taylor
Cr Peter Lockwood	Cr Lisa Cooper
Cr John Mortimore	Cr Jake Keogh
Cr Tony Holland	Cr Nicole Seymour
Cr Adam Gill	
<b>Council Staff in Attendance:</b>	
Tony Doyle	Fleur Cousins
Ian Bell	Carrie Bruce (Item 1)
Angelo Kourambas	
Kerry Stubbings	
Joanne Truman	
<b>Matters Considered:</b>	
1. Victorian Local Government Investigations and Compliance Inspectorate Presentation	
2. Directorate Overviews:	
- Corporate Development	
- City Development	
- Engineering and Infrastructure	
- Community Services	

<b>Conflict of Interest Disclosures: Nil</b>		
<b>Councillor's Name</b>	<b>Type of Interest</b>	<b>Councillor Left Assembly While Matter Being Considered</b>



## RECORD OF ASSEMBLY OF COUNCILLORS Knox City Council

(Section 80A Local Government Act)

<b>Date of Assembly:</b> 20/11/2016	
<b>Name of Committee or Group (if applicable):</b>	
November Leadership Workshop	
<b>Time Meeting Commenced:</b> 9:00am	
<b>Councillors in Attendance:</b>	
Cr Darren Pearce, Mayor	Cr Jackson Taylor
Cr Peter Lockwood	Cr Lisa Cooper
Cr John Mortimore	Cr Jake Keogh
Cr Tony Holland	Cr Nicole Seymour
Cr Adam Gill	
<b>Council Staff in Attendance:</b>	
Tony Doyle	Fleur Cousins
Ian Bell	Dale Monk
Angelo Kourambas	
Kerry Stubbings	
Joanne Truman	
<b>Matters Considered:</b>	
1. External Influences Impacting on Council Planning	
2. Long Term Financial Forecast, Rating Strategy and Budget Parameters	
3. Planning Framework and Development of New City Plan/Council Plan	
4. Council Priority Setting	
5. Capital Works Program	
6. Asset Realisation/Divestment	

<b>Conflict of Interest Disclosures: Nil</b>		
<b>Councillor's Name</b>	<b>Type of Interest</b>	<b>Councillor Left Assembly While Matter Being Considered</b>



# RECORD OF ASSEMBLY OF COUNCILLORS Knox City Council

(Section 80A Local Government Act)

<b>Date of Assembly:</b> 21/11/2016	
<b>Name of Committee or Group (if applicable):</b>	
Knox Central Advisory Committee	
<b>Time Meeting Commenced:</b> 6:00pm	
<b>Councillors in Attendance:</b>	
Cr Darren Pearce, Mayor	Cr Lisa Cooper
Cr Peter Lockwood	Cr Jake Keogh
Cr Tony Holland	
Cr Jackson Taylor	
<b>Council Staff in Attendance:</b>	
Tony Doyle	
Angelo Kourambas	
Samantha Mazer	
<b>Matters Considered:</b>	
1. Appointment of Chair	
2. Delivery Update	
3. Knox Central Structure Plan Update	

<b>Conflict of Interest Disclosures: Nil</b>		
<b>Councillor's Name</b>	<b>Type of Interest</b>	<b>Councillor Left Assembly While Matter Being Considered</b>





# RECORD OF ASSEMBLY OF COUNCILLORS Knox City Council

(Section 80A Local Government Act)

<b>Date of Assembly:</b> 23/11/2016	
<b>Name of Committee or Group (if applicable):</b> Environment Advisory Committee	
<b>Time Meeting Commenced:</b> 6:30pm	
<b>Councillors in Attendance:</b>	
Cr John Mortimore	
<b>Council Staff in Attendance:</b>	
Trish Winterling	
Sam Sampanthar	
<b>Matters Considered:</b>	
1. Waste Education and Engagement Plan Update	
2. Streetlight Replacement Program Update	
3. Environment Advisory Committee Annual Report 2016	

<b>Conflict of Interest Disclosures: Nil</b>		
<b>Councillor's Name</b>	<b>Type of Interest</b>	<b>Councillor Left Assembly While Matter Being Considered</b>



## RECORD OF ASSEMBLY OF COUNCILLORS Knox City Council

(Section 80A Local Government Act)

<b>Date of Assembly:</b> 24/11/2016	
<b>Name of Committee or Group (if applicable):</b>	
Planning Consultation Committee	
<b>Time Meeting Commenced:</b> 6:00pm	
<b>Councillors in Attendance:</b>	
Cr Jackson Taylor	
Cr Nicole Seymour	
Cr Darren Pearce, Mayor (gallery)	
Cr Jake Keogh (gallery)	
<b>Council Staff in Attendance:</b>	
Renee Haddock	
Greg Kent	
John Griffiths	
<b>Matters Considered:</b>	
36 & 38 Cavendish Avenue, Wantirna 3152 – Construction of five double storey and two single storey dwellings (total seven dwellings)	

<b>Conflict of Interest Disclosures: Nil</b>		
<b>Councillor's Name</b>	<b>Type of Interest</b>	<b>Councillor Left Assembly While Matter Being Considered</b>



# RECORD OF ASSEMBLY OF COUNCILLORS Knox City Council

(Section 80A Local Government Act)

<b>Date of Assembly:</b> 24/11/2016	
<b>Name of Committee or Group (if applicable):</b>	
Planning Consultation Committee	
<b>Time Meeting Commenced:</b> 7:05pm	
<b>Councillors in Attendance:</b>	
Cr Darren Pearce, Mayor	
Cr Nicole Seymour	
<b>Council Staff in Attendance:</b>	
Ollie Graovac	
Greg Kent	
John Griffiths	
<b>Matters Considered:</b>	
5 Tarwin Court, Rowville 3178 – Development of a double storey dwelling to the rear of the existing dwelling and second storey extension to the existing dwelling	

<b>Conflict of Interest Disclosures: Nil</b>		
<b>Councillor's Name</b>	<b>Type of Interest</b>	<b>Councillor Left Assembly While Matter Being Considered</b>



## RECORD OF ASSEMBLY OF COUNCILLORS Knox City Council

(Section 80A Local Government Act)

<b>Date of Assembly:</b> 24/11/2016	
<b>Name of Committee or Group (if applicable):</b> Early Years Advisory Committee	
<b>Time Meeting Commenced:</b> 6:30pm	
<b>Councillors in Attendance:</b>	
Cr Lisa Cooper	
Cr Nicole Seymour	
<b>Council Staff in Attendance:</b>	
Janine Brown	Kerryn Kneebone
Gillian Shelley	Neda Moghaddas
Wendy Roberts	Monica Mercieca
Carlee Vandenberg	Beck Wright
<b>Matters Considered:</b>	
1. Update on Early Years Advisory Committee Recruitment	
2. The Illoura ECIS Transition Update	
3. Update on Parent Information Packs	
4. Presentation – Voice of the Child	

Conflict of Interest Disclosures: Nil		
Councillor's Name	Type of Interest	Councillor Left Assembly While Matter Being Considered



## RECORD OF ASSEMBLY OF COUNCILLORS Knox City Council

(Section 80A Local Government Act)

<b>Date of Assembly:</b> 28/11/2016	
<b>Name of Committee or Group (if applicable):</b> CEO Performance Evaluation Committee	
<b>Time Meeting Commenced:</b> 2:00pm	
<b>Councillors in Attendance:</b>	
Cr Darren Pearce, Mayor	
Cr Peter Lockwood	
Cr Tony Holland	
<b>Council Staff in Attendance:</b>	
Tony Doyle	
<b>Matters Considered:</b>	
CEO Key Result Areas 2016-17	

Conflict of Interest Disclosures: Nil		
Councillor's Name	Type of Interest	Councillor Left Assembly While Matter Being Considered



## RECORD OF ASSEMBLY OF COUNCILLORS Knox City Council

(Section 80A Local Government Act)

<b>Date of Assembly:</b> 28/11/2016	
<b>Name of Committee or Group (if applicable):</b> Knox Multicultural Advisory Committee and joint meeting of KMAC and Knox Interfaith Network	
<b>Time Meeting Commenced:</b> 6:00pm – Knox Multicultural Advisory Committee 7.30pm – Joint Knox Multicultural Advisory Committee and Knox Interfaith Network	
<b>Councillors in Attendance:</b>	
Cr Peter Lockwood	
<b>Council Staff in Attendance:</b>	
Nicole Hunter	
Joan Pepi	
Suzi Hayes	
Kerry Stubbings	
<b>Matters Considered:</b>	
Knox Multicultural Advisory Committee:	
1. New Victorian Multicultural and Social Cohesion Division	
2. Knox City Council Multicultural Strategic Plan 2012-2017 Update	
3. Reports from Knox Multicultural Advisory Committee Members	
Joint Knox Multicultural Advisory Committee and Knox Interfaith Network:	
1. Multicultural Forum 2017	
2. Knox Interfaith Network Report	
3. Knox Tours of Places of Worship Update	
4. The Holding Zone	

<b>Conflict of Interest Disclosures: Nil</b>		
<b>Councillor's Name</b>	<b>Type of Interest</b>	<b>Councillor Left Assembly While Matter Being Considered</b>



# RECORD OF ASSEMBLY OF COUNCILLORS Knox City Council

(Section 80A Local Government Act)

<b>Date of Assembly:</b> 29/11/2016	
<b>Name of Committee or Group (if applicable):</b> Knox Multicultural Advisory Committee	
<b>Time Meeting Commenced:</b> 4:30pm	
<b>Councillors in Attendance:</b>	
Cr Peter Lockwood	
<b>Council Staff in Attendance:</b>	
Joan Pepi	
<b>Matters Considered:</b>	
Interviews conducted for appointment to the Knox Multicultural Advisory Committee	

<b>Conflict of Interest Disclosures: Nil</b>		
<b>Councillor's Name</b>	<b>Type of Interest</b>	<b>Councillor Left Assembly While Matter Being Considered</b>



## RECORD OF ASSEMBLY OF COUNCILLORS Knox City Council

(Section 80A Local Government Act)

<b>Date of Assembly:</b> 30/11/2016	
<b>Name of Committee or Group (if applicable):</b> Knox Active Ageing Advisory Committee	
<b>Time Meeting Commenced:</b> 5:30pm	
<b>Councillors in Attendance:</b>	
Cr Nicole Seymour	
<b>Council Staff in Attendance:</b>	
Helen Ruddell	
Tanya Clark	
Teresa Donegan	
Amanda Wiggs	
<b>Matters Considered:</b>	
1. Pilot Study – Transition to Retirement	
2. Municipal Strategic Disability Leadership Model Directions Plan	
3. Knox Senior Citizens Festival 2016	

<b>Conflict of Interest Disclosures: Nil</b>		
<b>Councillor's Name</b>	<b>Type of Interest</b>	<b>Councillor Left Assembly While Matter Being Considered</b>





# RECORD OF ASSEMBLY OF COUNCILLORS Knox City Council

(Section 80A Local Government Act)

<b>Date of Assembly:</b> 30/11/2016	
<b>Name of Committee or Group (if applicable):</b> Community Development Fund Evaluation Panel	
<b>Time Meeting Commenced:</b> 6:30pm	
<b>Councillors in Attendance:</b>	
Cr Tony Holland	
Cr Jackson Taylor	
Cr Nicole Seymour	
<b>Council Staff in Attendance:</b>	
Pip Smith	
Deb Robert	
Jodie Heriot	
Cassie Wright	
<b>Matters Considered:</b>	
1. Annual Reflection Meeting on the Previous Year's Grant Assessment Process and Grants Celebration Event	
2. Planning and Scheduling for the Current Year of Grant Assessment	

<b>Conflict of Interest Disclosures: Nil</b>		
<b>Councillor's Name</b>	<b>Type of Interest</b>	<b>Councillor Left Assembly While Matter Being Considered</b>



# RECORD OF ASSEMBLY OF COUNCILLORS Knox City Council

(Section 80A Local Government Act)

<b>Date of Assembly:</b> 1/12/2016	
<b>Name of Committee or Group (if applicable):</b> Knox Disability Advisory Committee	
<b>Time Meeting Commenced:</b> 6:30pm	
<b>Councillors in Attendance:</b>	
Cr Nicole Seymour	
<b>Council Staff in Attendance:</b>	
Nicole Hunter	
Felicity Smith	
Peter Johnston	
Michelle Penney	
<b>Matters Considered:</b>	
1. Presentation from the Eastern Disability Housing Network	
2. Municipal Strategic Disability Leadership Model Directions Plan Update	

<b>Conflict of Interest Disclosures: Nil</b>		
<b>Councillor's Name</b>	<b>Type of Interest</b>	<b>Councillor Left Assembly While Matter Being Considered</b>

**12. MOTIONS FOR WHICH NOTICE HAS PREVIOUSLY BEEN GIVEN****12.1 NOTICE OF MOTION - NO. 52****DEVELOPMENT OF A MULTI-USE COMMUNITY FACILITY IN BAYSWATER**

MOVED: CR. GILL  
SECONDED: CR. KEOGH

1. That Council formally advise in writing to:
  - a. the Level Crossing Removal Authority of its preference to acquire a parcel of land at the Bayswater railway site for the purposes of developing a multi-use community facility incorporating a library; and
  - b. Vicroads of its preference to acquire a parcel of land in the Healesville Corridor next to Manson Reserve for community use.
2. That Council's preference is to acquire these parcels of land via a land swap for land owned by Council that sits within the development overlay for the extension of Dorset Road.

CARRIED

**13. SUPPLEMENTARY ITEMS**PROCEDURAL MOTION

MOVED: CR. TAYLOR  
SECONDED: CR. COOPER

That item 13.2 be moved and considered under item 13.1 on the Agenda

CARRIED

**ALL WARDS****13.1 METROPOLITAN WASTE AND RESOURCE RECOVERY GROUP –  
BOARD NOMINATION**

**SUMMARY:**            *Manager – Sustainable Infrastructure  
(Matthew Hanrahan)*

*This report seeks endorsement by Council for the nomination of Cr John Mortimore as a Board Representative of the Metropolitan Waste and Resource Recovery Group.*

**RECOMMENDATION**

**That Council**

- 1. Endorse the nomination of Cr John Mortimore, as the Knox Council nominated representative of the Metropolitan Local Government Waste Forum for a position on the Metropolitan Waste and Resource Recovery Board.**
- 2. Note that nominations for Councillor representative positions on the board close on 9 January 2017.**

**1. INTRODUCTION**

The tenure of four current Councillor representatives on the Metropolitan Waste and Resource Recovery Group (MWRRG) board is scheduled to cease on 30 April 2017. The Group have therefore called for Councillor nominations to fill these vacancies.

**2. DISCUSSION**

The Metropolitan Local Government Waste Forum (MLGW Forum) has been set up to support the effective operation of the MWRRG. The MLGW Forum consists of one councillor (voting member) and a council officer (as an advisory, non-voting member) from each of the 31 council areas that make up the MWRRG region.

There are four councillors elected by the MLGW Forum to represent the 31 councils on the MWRRG Board. These councillors are nominated to the Minister for Energy, Environment and Climate Change for appointment to the Board. After consideration the Minister makes a recommendation to the Governor in Council on the representatives to be appointed as Directors on the Board.

### **13.1 Metropolitan Waste and Resource Recovery Group – Board Nomination (cont'd)**

Cr Mortimore has been the Knox Council nominated representative on the waste forum for the previous 5 years and has expressed an interest in nominating for the board. It is generally held that a formal endorsement of Council is necessary prior to pursuing such opportunities.

Council does have a current policy relating to Council Representation on external bodies, which provides guidelines on participation on external committees, including boards and would govern protocols should the nomination prove successful.

### **3. CONSULTATION**

There has been no external consultation on this matter, although it is to be noted that nomination for board positions requires a supporting nomination from an existing Councillor representative on the Metropolitan Local Government Waste Forum.

### **4. ENVIRONMENTAL/AMENITY ISSUES**

The objectives of the Metropolitan Waste and Resource Recovery Group are to collaborate with metropolitan Councils, Sustainability Victoria, the Environment Protection Authority, Department of Sustainability and Environment, industry, business and the community to assist metropolitan councils to undertake individual and collective efforts to:

- Reduce the generation of waste;
- Maximise the sustainable recovery of materials from waste for reuse, recycling, reprocessing and energy recovery;
- Minimise the damage to the environment caused by waste disposal;
- Plan, coordinate and facilitate metropolitan councils' procurement of waste management and resource recovery services; and
- Strengthen organisational capacity and capability and empower others to deliver waste and resource recovery objectives and priorities.

### **5. FINANCIAL & ECONOMIC IMPLICATIONS**

There are no economic implications associated with this report.

### **6. SOCIAL IMPLICATIONS**

There are no social implications associated with this report.

**13.1 Metropolitan Waste and Resource Recovery Group – Board Nomination (cont'd)****7. RELEVANCE TO CITY PLAN 2013-17 (INCORPORATING THE COUNCIL PLAN)**

Under the Vibrant and Sustainable Built and Natural Environments, the waste management service aims to minimise waste and provides waste collection and disposal services for the Knox community.

**8. CONCLUSION**

This report seeks endorsement by Council for Cr John Mortimore to nominate for a Board position on the Metropolitan Waste and Resource Recovery Group.

**9. CONFIDENTIALITY**

There are no confidentiality issues associated with this report.

**COUNCIL RESOLUTION**

MOVED: CR. GILL  
SECONDED: CR. TAYLOR

That Council

1. Endorse the nomination of Cr John Mortimore, as the Knox Council nominated representative of the Metropolitan Local Government Waste Forum for a position on the Metropolitan Waste and Resource Recovery Board.
2. Note that nominations for Councillor representative positions on the board close on 9 January 2017.

**CARRIED**

**ALL WARDS****13.2 PRESCHOOL SERVICE PLANNING PROJECT -REVISED SCOPE**

***SUMMARY: Manager Family and Children's Service - Janine Brown***

***This report seeks Council's approval for a revised Year 4 Preschool Planning Scope following the recent release of the Victorian Government's guidelines for organisations operating as Kindergarten Cluster Managers, now known as Early Years Management (EYM).***

***The proposed revised Scope includes additional matters for consideration and analysis which align with the EYM requirements and proposes to defer the Customer Focused Business Improvement (CFBI) component of the Scope in light of the increased EYM focus areas.***

**RECOMMENDATION**

**That Council:**

- 1. Approves the proposed revised Year 4 Preschool Service Planning Scope (Appendix A & B) which takes into account the requirements for Council to implement the Early Years Management Framework (EYMF) by January 2018;**
- 2. Notes that the Director of Community Services has written to the Victorian Department of Education and Training to request an extension to the requirement to fully implement the EYMF until the commencement of 2019;**
- 3. Notes that the proposed Service Plan resulting from the Year 4 Preschool Service Planning project will outline in detail a proposed way forward in relation to implementing the EYMF, including the proposed resources required to plan, consult with relevant stakeholders and implement the EYMF;**
- 4. Refers to the 2017-18 budget process a proposal to increase the preschool fees for the 2018 calendar year to align with the Kindergarten Fee Subsidy and to support the resources required to implement the EYMF; and**
- 5. Notes that any further proposed changes to preschool fees will be considered in the analysis stage and subsequent recommendations to Council as part of the Year 4 Service Planning Project.**

## 13.2 Preschool Service Planning Project - Revised Scope (cont'd)

### 1. INTRODUCTION

Council endorsed the Year 4 Preschool Service Plan Scope in the August 2016 SPC meeting. In September 2016, the Victorian Government released its new policy framework for Kindergarten Cluster Management (KCM). KCM has been re-named as Early Years Management (EYM).

This report seeks Council's approval for a change to the previously approved Year 4 Preschool Service Planning Scope following the recent release of the Victorian Government's guidelines for EYM. The guidelines require considerable adjustment to the way Council currently administers its 31 sessional preschool service sites in addition to a strengthened role as a municipal planner for early years services.

As part of the Funding and Service Agreement with the Victorian Government, adjustments are required to be in place by January 2018. The current Year 4 Preschool Service Planning Scope already includes a number of elements relevant to the Early Years Management Framework (EYMF). The adjusted Scope includes additional matters for consideration and analysis, which more closely align with the EYMF requirements. It also includes a strengthened consultation process with Preschool Committees, staff, and other stakeholders and proposes to defer the Customer Focused Business Improvement (CFBI) component of the Scope in light of the increased EYMF focus areas.

### 2. DISCUSSION

#### **2.1 Early Years Management Policy Framework**

The Victorian Government has clearly articulated its strategic vision for high quality, integrated and sustainable early years services where EYM organisations are key players.

The EYM Policy Framework states that: *"the change from KCM to EYM is being introduced to acknowledge the important role KCM organisations already play in providing a range of early years services. EYM will continue to be a key platform for delivering quality, integrated and sustainable services for children and families in their communities. This broader approach aims to promote a long-term vision towards a more integrated and sustainable early childhood education and care (ECEC) system."*

To achieve this vision, the Policy Framework seeks to:

- Reinforce the leadership role of EYM organisations in driving quality reform in the ECEC sector;
- Strengthen the focus on improved outcomes for all children, but particularly those experiencing vulnerability, through the EYM Outcomes and Performance Framework;



### **13.2 Preschool Service Planning Project - Revised Scope (cont'd)**

Support EYM organisations to fulfil a broader role within the early years sector and deliver high quality, integrated, sustainable and viable early years services; and

- Clarify roles and responsibilities of different stakeholder groups in the provision of early years services.

Council's Preschool Service, and the work of the broader Family and Children's Services Department, positions Council strongly in relation to these outcomes. However, in order to meet the requirements of the EYM, the operational partnership Council has with Preschool Committees will require review and redesign. The attached revised Scope notes and incorporates the consideration and analysis required for Council to meet the EYMF requirements into the future (Appendix A and B).

The Year 4 Preschool Service Analysis will include analysis of alternatives for Council to consider in relation to it taking responsibility for these activities. It will involve financial modelling of each option so that Council can make an informed decision about a cost-effective and sustainable service model that does not compromise quality educational programs for children.

The EYMF also proposes to strengthen Council's role in relation to supporting funded preschool services across the municipality, which includes those services not directly delivered by Council as a service provider.

#### **2.2 Preschool Services – Service Planning Project**

As previously mentioned, the Scope has been revised to reflect the new policy context and at this point in time has assumed Council's intent to continue its role as a provider of funded preschool services across the municipality. The revised Service Planning Project has been designed to allow Council to systematically respond to the EYM Policy and other relevant documents; to provide time for engagement with Preschool Committees; and with a view to design changes to the preschool service that will be sustainable into the future.

The revised Scope also proposes that the CFBI Process is deferred in recognition that process redesign and improvements are an inherent requirement of this changed focus and therefore do not need to be treated separately as part of the revised Scope.

The Victorian Government has indicated it expects EYM organisations to comply with the requirements from January 2018. Discussions have been held with representatives of DET to highlight the challenges this implementation date presents to Council's Preschool Service and the Director of Community Services has written to DET to seek support for an extension to this timeline so that Council can fully comply with the EYM from January 2019.

## 13.2 Preschool Service Planning Project - Revised Scope (cont'd)

### **3. CONSULTATION**

A timely and comprehensive engagement strategy is required to consult with and support Preschool Committees, staff and other relevant stakeholders through the Service Analysis stage of the Year 4 Preschool Service Planning project and subsequent changes that are required as a result of the implementation of the EYMF.

### **4. ENVIRONMENTAL/AMENITY ISSUES**

Council currently delivers funded sessional preschool services across 31 service sites. Many funded preschool services are co-located with other early years services such as 3-year-old preschool, community playgroups, Maternal and Child Health Services. Whilst strict regulations mean that many of Council's early years facilities have been maintained in good condition, some are moving towards the end of their planned lifecycle and will require investment to continue to meet required standards.

Through custom and practice for over 30 years, Preschool Committees have played a crucial role in undertaking minor maintenance and maintaining the design and condition of playgrounds and equipment.

With the establishment of two early years hubs in Wantirna South and Bayswater and proposed EYMF changes to the administration model for facilities where some of Council's preschool services are delivered, there will be a need to undertake a more comprehensive and municipal-wide strategic facility planning process for all of Council's early years services which will guide Council's management of community infrastructure for early years services into the future. This infrastructure issue will be considered as part of the Service Plan Analysis.

### **5. FINANCIAL & ECONOMIC IMPLICATIONS**

Council currently supports Preschool Committees to undertake day-to-day operational support to its preschool services through a grant collected as 'term fees' and distributed each term to Committees. The amount per Committee is based on the number of children who are enrolled at each preschool service. This grant varies but can range from \$800,000 to \$900,000 per year across Council's 31 preschool service locations.

Council receives per capita funding through its partnership with the State Government DET for eligible children enrolled in its funded preschool services; additional funding for those children eligible for Kindergarten Fee Subsidy and a separate funding grant for each preschool service location in the 'cluster', designed to support Council's role as an Early Years Management organisation.

**13.2 Preschool Service Planning Project - Revised Scope (cont'd)**

Resources to complete the original Scope and Analysis of the Year 4 Preschool Service Planning Project were allocated to the 2016-17 budget. However, with the change to the Scope to accommodate the introduction of the EYMF and the subsequent planning and implementation of the revised service model, additional resources will be required in the 2017-18 budget year for this expanded project. Preliminary analysis of the officer and project resources required for the 2017-18 budget period is in the order of \$180,000.

One possible way for Council to offset additional funds required to implement the EYMF in the short-term would be to consider an increase in its overall term fee in 2018 to families for the preschool service to more closely align its base fee structure to the Victorian Government's Kindergarten Fee Subsidy (KFS).

The Kindergarten Fee Subsidy is paid by DET to Council over and above the operational per capita grant in order to allow eligible families (such as those with a Health Care Card) to attend preschool at no cost. Council's current term fees for all families are nearly \$300 less than this subsidy.

An increase of this nature would affect families enrolled for the 2018 preschool year and not be charged to families attending preschool in the 2017 calendar year as fees for the 2017 preschool year are set in the 2016-17 budget year.

However, should Council increase its term fees in the 2017-18 budget year for families enrolled in the 2018 preschool calendar year to equal the KFS rate, the estimated additional income derived from 6 months in the latter part of the 2017-18 budget year of approximately \$187,000 (based on 1250 enrolments at the current KFS rate) could be utilised in the short-term to fund the project costs associated with planning and implementing the requirements of the EYMF. This change in fees would be included for consideration as part of the Draft Budget for 2017-18.

Should Council support this approach, any further proposed changes to fees and charges would be informed by the analysis and modelling that would be undertaken in 2017 as part of the Year 4 Service Planning Project.

Whilst the changed Scope will require additional resources to be allocated in the 2017-18-budget year, aligning these two projects will maximise the effective use of resources by potentially utilising a portion of the change in preschool fees in 2017-18.

## 13.2 Preschool Service Planning Project - Revised Scope (cont'd)

### **6. SOCIAL IMPLICATIONS**

The period from birth to eight is a crucial period of a child's life. It is the time when children acquire essential foundation skills and knowledge and when brain development is at its optimal level. Research has proven that access to high quality early years services (including funded preschool) in the years prior to school entry can significantly impact on the lifelong outcomes for all children and particularly those children who may be in vulnerable circumstances.

Council has a unique capacity to provide high quality, integrated and coordinated services along with comprehensive levels of support to individual families who access its services. This provides a solid and effective foundation to support all families but in particular, to identify and support vulnerable and socially isolated families in a way that other loosely aligned services do not.

Council is also uniquely placed to undertake a municipal-wide planning and advocacy role to support positive outcomes for children in Knox.

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

The City Plan identifies the key directions and strategic initiatives to achieve Council's purpose of enhancing the quality of life of the Knox community.

The themes that are of particular relevance for children and families in Knox include: 'Healthy Connected Communities', and 'Culturally Rich and Active Communities and Democratic and Engaged Communities'. Knox City Council's MEYP "Off to a Flying Start" sits within a hierarchy of Council's strategic plans for the Knox community and directly relates to the outcomes described in *Knox Vision 'Our City, Our Future'*, *City Plan* and Council's Integrated City Strategy.

The Integrated City Strategy includes a key action to develop an Integrated Life Stages Plan that merges the Municipal Early Years Plan, the Knox Youth Strategic Plan and the Healthy Ageing Plan and promotes the benefits of intergenerational connections.

### **8. CONCLUSION**

This report asks Council to consider a change to the previously approved Year 4 Preschool Service Planning Scope following the recent release of the Victorian Government's guidelines for organisations operating as Kindergarten Cluster Managers. Now described as the Early Years Management Framework (EYMF), the guidelines require considerable adjustment to the way Council currently administers its 31 sessional preschool service sites in addition to a strengthened role as a municipal planner for early years services.

**13.2 Preschool Service Planning Project - Revised Scope (cont'd)**

The current Year 4 Preschool Service Planning Scope already includes a number of elements that would require redesign of operational service provision as a result of the EYMF. The adjusted Scope includes additional matters for consideration and analysis, which more closely align with the EYMF requirements. It also includes a strengthened consultation process with Preschool Committees, staff, and other stakeholders and proposes to defer the Customer Focused Business Improvement (CFBI) component of the Scope in light of the increased EYMF focus areas.

However, with the change to the Scope to accommodate the introduction of the EYMF and the subsequent planning and implementation of the revised service model, additional resources will be required in the 2017-18 budget year for this expanded project.

It is suggested that Council could offset additional funds required to implement the EYMF in the short-term by considering an increase in its overall 2018 term fee to families for the preschool service to more closely align its base fee structure to the Victorian Government's Kindergarten Fee Subsidy (KFS).

Any further proposed changes to fees and charges would be informed by the analysis and modelling that would be undertaken in 2017 as part of the Year 4 Service Planning Project

**9. CONFIDENTIALITY**

No confidentiality issues with this report.

**13.2 Preschool Service Planning Project - Revised Scope (cont'd)**COUNCIL RESOLUTIONMOVED: CR. SEYMOURSECONDED: CR. LOCKWOOD

That Council:

1. Approves the proposed revised Year 4 Preschool Service Planning Scope (Appendix A & B) which takes into account the requirements for Council to implement the Early Years Management Framework (EYMF) by January 2018;
2. Notes that the Director of Community Services has written to the Victorian Department of Education and Training to request an extension to the requirement to fully implement the EYMF until the commencement of 2019;
3. Notes that the proposed Service Plan resulting from the Year 4 Preschool Service Planning project will outline in detail a proposed way forward in relation to implementing the EYMF, including the proposed resources required to plan, consult with relevant stakeholders and implement the EYMF;
4. Refers to the 2017-18 budget process a proposal to increase the preschool fees for the 2018 calendar year to align with the Kindergarten Fee Subsidy and to support the resources required to implement the EYMF; and
5. Notes that any further proposed changes to preschool fees will be considered in the analysis stage and subsequent recommendations to Council as part of the Year 4 Service Planning Project.

CARRIED

### Appendix A

**Service:** Preschool Services

**Director:** Kerry Stubbings, Director Community Services

**Manager:** Janine Brown, Manager Family and Children's Services

#### SERVICE ASSESSMENT QUESTIONS

This Service Assessment will aim to answer the following key questions in the context of the Victorian Government's 2016 Early Years Management Policy Framework and Kindergarten Operating Guidelines:

1. What should be the service model for this service?
2. What should be the service levels for this service?
- ~~3. How could this service be more effective and efficient?~~

In accordance with the Council Plan, all Service Analyses will consider planning, where relevant, for an ageing population; and providing a range of programs, services and partnerships which aim to build connections between people and reduce social isolation.

#### INTRODUCTION

Preschool is a term that commonly refers to an early childhood education and care (ECEC) service for three to five year old children in the year, or two years prior to starting primary school. The service models for preschool differ across Australia.

The core preschool service in Victoria provides all eligible four year-old children in the year prior to primary school with access to 15 hours per week of "funded kindergarten". This is a universally available service but attendance is not compulsory. Eligible three year-old children and those who have been assessed as eligible for a second year of preschool are also entitled to access "funded kindergarten".

Victoria's core preschool service is provided by a range of different organisations and in a variety of models, including the traditional model of sessional preschool as well as in long day ECEC services. Further information about funding and service delivery models in Victoria and in Knox, is available in Attachment A.

Knox City Council's "funded kindergarten services" are called preschool and are provided by the Family and Children's Services Department. Council is the **Approved Provider** (under the Education and Care Services National Act and Regulations), and the **Kindergarten Cluster Early Years Manager Management Organisation (KGMEYM)**; as approved by the Victorian Department of Education and Training, and previously known as

Kindergarten Cluster Management) of these services. These are Council's main roles in relation to preschool provision in Knox.

Whilst Council has been a provider of preschool for over 30 years, in addition to its roles as KCM-EYM and Approved Provider, Council also supports and resources the provision of preschool across the municipality, including some preschool services delivered by other Approved Providers. An overview of these roles is available in Attachment B, and is also described in the following section – 'Current Service Model'.

Local governments in Victoria are a major owner of infrastructure used to deliver preschool services and also play a role in the delivery, coordination and strategic planning for early childhood services, including preschool. The Municipal Association of Victoria (MAV) and the Victorian Department of Education and Training (DET) have a formal partnership that commits both parties (and therefore Victorian local governments) to a collaborative and cooperative approach to the planning and delivery of early childhood services.

Available data indicates that:

- All 79 Victorian Local Governments own facilities from which early years services operate, and 43 of these Local Governments are the Approved Providers of the early years services in these facilities.
  - The remaining 36 Victorian Local Governments own facilities where early years services operate, but they are not the Approved Provider of the services.
- 27 Victorian Local Governments are Kindergarten Cluster Managers Early Years Management Organisations (and therefore also Approved Providers of preschool).
- 16 Victorian Local Governments are Approved Providers of preschool services (but are not Kindergarten Cluster Managers Early Years Management Organisations).
- 50 Victorian Local Governments provide a Central Enrolment Service in their municipality, but the early years services included in the Central Enrolment Service varies between municipalities.

#### Early Years Management Policy Framework and Early Years Management Kindergarten Operating Guidelines (Victorian Department of Education and Training)

The Policy and Guidelines were released in July 2016 and clearly outline the Victorian Government's strategic direction and operational requirements for "funded kindergartens" into the future. Kindergarten Cluster Management (KCM) organisations are now referred to as Early Years Management (EYM) organisations in recognition that many of these organisations provide a range of early years services in addition to "funded kindergarten". The Policy also outlines the long-term vision for a more integrated and sustainable ECEC system that helps to improve outcomes for children and their families.

As an EYM organisation, Council will need to meet the requirements of the Policy, Guidelines and associated 2016 Kindergarten Funding Guide for its preschool services. This will have implications for the current partnership Council has with preschool committees operating as Incorporated Associations where preschool committees undertake activities to support the day-to-day operation of the preschool service. The EYM Policy requires the Approved Provider (which is Council) to undertake all activities required to operate the preschool service. This is explained further in the Service Assessment section.



### Preschool Service Snapshot

Since 2009, 15 hours per week of “funded kindergarten” has been jointly funded by the Victorian and Commonwealth Governments under National Partnership Agreements on Universal Access to Early Childhood Education. Under this Agreement, the Victorian Government grant subsidises ten hours, and the Commonwealth Government subsidises five hours of preschool for eligible children. This combined funding does not cover the full cost of providing preschool and Knox City Council’s preschool services are also funded from parent fees and a Council subsidy. The current Agreement expires in December 2017.

Preschool services in Victoria are regulated under the Education and Care Services National Law Act (2010) and Regulations (2011), and assessed against the National Quality Standard. The children’s educational program is guided by the Victorian Early Years Learning and Development Framework.

The service delivery environment is different now to when Council began providing preschool over 30 years ago, however, some of the most significant changes have occurred during the last decade as listed below:

- 2010:
  - Introduction of national legislation (Education and Care Services National Act and Regulations).
  - Introduction of the Victorian Early Years Learning and Development Framework.
  - Requirement for Council to develop and administer a Priority of Access Policy to ensure equitable allocation of children through its Central Enrolment Service to Council’s preschool services, and Council’s compliance with the Charter of Human Rights.
- 2012:
  - Introduction of assessment and accreditation under the National Quality Framework.
- 2013:
  - Introduction of Universal Access to Early Childhood Education (15 Hours of Preschool).
- 2015:
  - Increase in “funded kindergarten” programs being offered by long day ECEC services.
- 2016:
  - Changes to child:staff ratios for three to five year-old children from 1:15 to 1:11.
  - Introduction of the Victorian Child Safe Standards (and associated legislation), and the implications for Council’s partnership with preschool committees.
  - Introduction of the Victorian Early Years Management Policy Framework and Kindergarten Operating Guidelines

<b>Service budget 2014/2015:</b>		<b>Further Information:</b>
Income	<b>(\$5,671,339)</b>	• 1350 children attending 54 groups in 2014 calendar year
Expenditure	\$5,876,618	• 1283 children attending 51 groups in 2015 calendar year
Net	\$205,279	• Child:staff ratio 1:15 no capped group sizes
<b>Service EFTs:</b>	67.25 <u>Approximately:</u> • 8 Co-ordination Unit Staff • 115 Educators (Teachers and Assistants)	

The income in 2014/15 includes \$5.3million in State/Commonwealth Government grants, and \$320,000 in parent fees. The State/Commonwealth Government grants include a per-capita grant for each child attending the service, as well as grant funding to support Council's role as an Kindergarten Cluster Manager Early Years Management Organisation.

The above EFT does not include early childhood teachers currently employed in Council's long day and occasional ECEC services.

In response to the introduction of changed child:staff ratios from the commencement of January 2016, Council resolved in February 2015 to cap group sizes to 22 children and only increase group sizes where significant demand and licensed floor space permitted group sizes of 30 children or more. This reduced the need for Council to employ an additional staff member in every group size over 22 children but also increased the number of groups across the service. The subsequent budgets for the 2015/16 and 2016/17 reflect this model of additional groups (and thus some additional staff) as well as employment conditions for educators under the Early Education Employees Agreement 2016.

<b>Service budget 2015/2016:</b>		<b>Further Information:</b>
Income	<b>(\$5,383,583)</b>	• 1283 children attending 51 groups in 2015 calendar year
Expenditure	\$6,075,560	• 1250 children attending 58 groups in 2016 calendar year
Net	\$691,977	• Child:staff ratio 1:11 and group sizes capped at 22
<b>Service EFTs:</b>	71.46 <u>Approximately:</u> • 10 Co-ordination Unit Staff • 130 Educators (Teachers and Assistants)	

<b>Proposed budget 2016/2017:</b> Income Expenditure Net	<b>(\$5,625,789)</b> \$6,567,902 \$942,113	Further Information: <ul style="list-style-type: none"> <li>• 1250 children attending 58 groups in 2016 calendar year</li> <li>• Number of enrolments and group sizes still to be determined for 2017 calendar preschool year.</li> </ul>
<b>Service EFTs:</b>	75.46 <u>Approximately:</u> <ul style="list-style-type: none"> <li>• 10 Co-ordination Unit Staff</li> <li>• 134 Educators (Teachers and Assistants)</li> </ul>	

The State Government is currently making adjustments to the subsidies they provide Knox City Council in recognition of the change to child:staff ratios and the recently approved Early Education Employees Award.

### Service Provider

Council's main role is in the direct provision of preschool as an Approved Provider under the Education and Care Services National Act and Regulations and as an KGMEYM. KGMEYMs are funded by the State Government to manage clusters of preschool services in a municipality or across the state. KGMEYMs are required to adhere to the recently released EYM Policy Framework and Kindergarten Operating Guidelines, as well as the DET's Kindergarten Funding Guide, which includes State Government targets and priorities, for example, strategically planning for and driving the implementation of major policy reforms such as Universal Access to 15 Hours of Preschool and the National Quality Framework.

As an KGMEYM, Council is required to be an Approved Provider and is also required to be the employer of staff in the preschool service. Council could be an Approved Provider without being an KGMEYM, but as an Approved Provider, would still be required to be the employer of staff in the preschool service.

Traditionally, Council has provided sessional preschool services, where children attend a service for 15 hours per week during school terms. In the 2016 calendar year, there are 58 sessional preschool groups operating from 30 Council-operated preschool centres. More recently, funded preschool programs were also introduced in Council's five long day ECEC services in response to the requirement under the National Quality Framework to employ degree-qualified early childhood teachers, and operate as part of Council's Kindergarten Cluster of preschools. This also provides children who are enrolled in these services with the opportunity to participate in a preschool program as part of the long day ECEC service.

Council is the largest provider of sessional preschool in the municipality. Council currently provides a central enrolment service for Council-operated sessional preschools and allocates children in accordance with Council's Funded Preschool Policy (2015). Each of Council's preschools (with the exception of Birch Street at Bayswater Primary School) has an incorporated volunteer preschool committee that supports the operation of the service through a range of activities outlined further in the 'Service Assessment' section under 'Service Model'.

Council collects *preschool term fees* from parents which are then provided as a grant to preschool committees in instalments each term. The grant is determined by the number of children enrolled each term – a formula that provides committees of preschools with higher enrolments with larger grants, and can result in some funds being carried over by committees from year to year as surplus funds. Preschools in more vulnerable areas of the municipality often have lower enrolments, and these communities may also have lower levels of capacity to fundraise for their local preschool. This can result in some preschool committees having fewer funds than other preschool committees to undertake the same activities.

An integrated service delivery model is used to delivery Council's early years services, including its preschool services. This means that staff working in Council's early years services, and in Council's early years facilities work together and work with parent committees and other key stakeholders (including local primary schools) so that children and families are better supported and improves learning and development outcomes for children.

**Council's sessional preschool services (and not those operating in Council's long day ECEC services) which operate in Council's ~~Kindergarten Cluster~~cluster of preschools and under the Education and Care Services National Act and Regulations will be the focus of this service planning project.**

### **Facility Owner**

Council is the owner of 31 purpose-built facilities on Council land where sessional preschool services for four-year olds is provided. Council is the Approved Provider of the preschool service in 29 of these facilities. Council does not own the facility or the land where the Birch Street Preschool operates as the facility is part of Bayswater Primary School. However, Council is responsible for the maintenance of this facility, the preschool is operated as part of Council's Kindergarten Cluster, and Council is the Approved Provider of the preschool service.

Alchester Village is operated by an independent committee of management, and Colchester Park Preschool is operated by *bestchance* ~~Kindergarten Cluster~~Early Years Management who each hold a License Agreement with Council for the use of these facilities.

In addition to four-year old preschool, other early years services operate from most of these facilities, such as Maternal and Child Health and playgroups. Further detail is provided in Attachment 3.

As the majority of these facilities were constructed between 1960 and 1988, a facility plan will be required in the future that outlines how Council can manage and/or replace these ageing assets into the future to ensure the infrastructure is supporting the delivery of the service/s. A valuation of Council's facilities is scheduled for the end of the 2015/16 financial year and updated valuation information can be provided as part of the Service Analysis.

## Non-Council Preschool Services

Council is one of a range of service providers offering preschool in the Knox municipality. In addition to Alchester Village and Colchester Park Preschools, there are three schools that provide “funded kindergarten” programs, and many long day ECEC services also offer a “funded kindergarten” program.

There are currently 17 three-year old preschools and activity groups, and three services for children deferring preschool operating across the municipality in 2016. 18 of these services operate from Council-owned facilities, including Council’s early years facilities, Coonara Community House and Rowville Community Centre.

## Coordination and Strategic Planning

As the largest sessional preschool provider in the municipality, the majority of planning and coordination undertaken is for Council-operated services. In recent years, the introduction of 15 Hours of Preschool and other major policy initiatives have required Council’s Family and Children’s Services Department to lead municipal-wide planning activities and provide support to all preschool providers in Knox. This has included the collection and reporting of municipal-wide data on behalf of the State Government to support the introduction of 15 Hours of Preschool across both Council and non-Council preschool services. **However, ~~£~~This component of Council’s role is less developed than its role as a direct service provider, however, the Victorian Government has reinforced the expectations it has of local government to undertake these types of activities through the Early Years Management Policy Framework.**

## SERVICE ASSESSMENT

### Role of Council

As noted in the ‘Current Service Model’ above, Council’s main role in relation to four-year old preschool is as an ~~an Kindergarten Cluster Manager~~Early Years Management Organisation and Approved Provider.

As the Approved Provider, an ~~an Kindergarten Cluster Manager~~EYM, and employer, Council is responsible for:

- Employment and supervision of, and professional development for preschool staff;
- Meeting all legislative and quality requirements under the Education and Care Services National Act and Regulations and National Quality Framework;
- Meeting requirements of the EYM Policy Framework and EYM Kindergarten Operating Guidelines, and the Funding and Service Agreement with the Victorian Government;
- Maintaining and renewing Council’s preschool facilities;
- Actively supporting the engagement and participation of vulnerable children in preschool programs; and
- Strategically planning for and driving of major policy reforms (such as the National Quality Framework).

Volunteer preschool committees play a key role in supporting the delivery of Council’s preschool programs, however the activities that committees are involved in will need to

change under the EYM Policy. This is discussed in further detail in 'Service Model' section of this Scope.

Although preschool in Victoria is considered a universal service that provides all eligible children with access to a funded place, attendance is not compulsory. However, with the increase in funded preschool places being provided in "market-driven" long day ECEC services, the Service Analysis will investigate the relevance of the National Competition Policy to Council's preschool services. This will include an analysis of a number of scenarios, including working towards cost neutrality.

An analysis of Council's roles as an Approved Provider and ~~Kindergarten Cluster Manager~~EYM will not form part of the Service Analysis as the focus will be on the ~~service model and levels in regards to changes required to~~ Council's partnership with preschool committees in order to meet the requirements of the EYM Policy; ~~and efficiency through the Customer Focused Business Improvement program.~~

### Strategic Intent

As outlined in the Municipal Early Years Plan, Council's strategic intent for children and families is that:

- **Knox Children:** are enjoying a happy, safe childhood where they are loved, supported and nurtured. They are engaged towards optimal health, wellbeing and are active participants in their own learning, development and community;
- **Childhood in Knox:** is an important and recognised stage of life, where children play and example and are part of neighbourhoods, as their learning is supported by their family, friends and wider community;
- **Knox Families:** are richly diverse, and their role as their child's first and most important teacher is acknowledged and valued. They are supported, encouraged, connected, informed and empowered to be nurturing, confident and thriving families.

In addition to the direct provision of four-year old preschool, Council supports preschool in the following ways.

Council supports the participation of three-year old children who may be experiencing vulnerability in its preschool programs through two State-funded initiatives:

- Early Start Kindergarten, and
- Access to Early Learning.

Council supports non-Council preschool providers (of both three and four-year old preschool services) through:

- Providing access to Council's purpose-built early years facilities at peppercorn rent, or by waiving the license fee; and
- Supporting preschool committees through Council's Early Years Facility and Committee Liaison Officers and facilitating an annual committee training program.

Council resolved in April 2010 to provide priority access to Council's licensed early years playrooms to funded four-year old preschool services.

An analysis of Council's strategic intent and the ways in which Council supports preschool across the Knox municipality as a service provider and facility owner will not form part of the Service Analysis as the focus will be on the changes required to Council's partnership with preschool committees in order to meet the requirements of the EYM Policy, service model and levels in regards to Council's partnership with preschool committees; and efficiency through the Customer Focused Business Improvement program.

Future service reviews may focus on Council's strategic intent and role in supporting and delivering preschool services across the municipality. Any future reviews will be undertaken within the current service delivery, legislative and funding context to ensure the analysis is contemporary and up to date.

## Service Model

Volunteer preschool committees support the day-to-day operation of Council's preschool services using a combination of volunteer hours, funding through an operational grant from the fees collected by Council, and fundraising monies. Currently, Council requires these committees to be Incorporated Associations, and Committees take responsibility for a range of activities including:

- Minor facility maintenance, including working bees;
- Playground maintenance, development and renewal;
- Purchasing of equipment, consumables and resources for the preschool program;
- Oversee and manage contracts for cleaners and gardeners; and
- Some administrative tasks.

A particularly valued outcome of parent participation through committees is the sense of community that is fostered, and the contributions made to their local community/preschool facility.

Preschool term fees are set by Council following consideration of the fee proposal put forward by the Combined Preschool Committees Working Party. As outlined above, these fees are collected by Council and are paid directly to committees as an operational grant to assist with day to day preschool service expenses. Committees may also undertake fundraising activities. However, the combination of the formula used to calculate the grant and the varied capacity of some local communities to fundraise, results in some preschool committees having fewer funds to support the preschool. Initial analysis has identified this is an inequitable approach that potentially disadvantages children attending preschools with lower enrolments.

The partnership and funding arrangements that Council has with volunteer preschool committees ~~has not been reviewed within the context of the significant changes outlined above in 'Role of Council'~~ will need to be reviewed in order for Council to meet its obligations as an EYM.

Key Areas for investigation for this Service Analysis will include:

- Modelling and analysis of any financial impact to Council to undertake all activities required by the EYM Policy, including activities that preschool committees currently take responsibility for. This will also include an analysis of any adjustment to preschool fees that is required for a more sustainable service and the design of

efficient systems, processes and business practices that will support the sustainability of the Preschool Service into the future.

- Ongoing communication and engagement with staff, parents and preschool committees to support their understanding of the changes required by the EYM Policy. This will specifically include engagement with past and present members of preschool committees to design a model of future preschool committees that is meaningful and relevant to parents/family members of children attending the preschool service, and that retains community capacity building and building community connections as a key function of preschool committees.
- An assessment to determine if preschool committees will need to retain their status as an Incorporated Association and any requirements for insurance.
- ~~Whether Council's current approach to working with, and funding preschool committees ensures that each child who attends a Council-operated preschool has equitable access to a consistently high quality program;~~
- ~~Whether Council's current partnership arrangement with preschool committees allows Council to meet its obligations as the employer, Approved Provider, Kindergarten Cluster Manager, and in its role as municipal planner;~~
- ~~Whether Council's roles and responsibilities, and those of preschool committees are suitable within the context of the National Quality Framework and other key legislative and policy changes, or should they be reviewed with consideration to Council's legislative responsibilities, risk to Council, and resources available to support and monitor the partnership;~~
- ~~If as a result of this investigation, some roles and responsibilities change, how could the community capacity building and community connections be retained as a key function of preschool committees; and,~~
- ~~What would be an equitable funding/grant arrangement between Council and committees.~~

## **Service Levels**

It is understood from available data that the majority of eligible children in Knox are enrolled in a funded preschool program.

In 2016, there are 1250 children enrolled in Council's sessional preschools across 58 groups in 30 centres. This is approximately 67% of all four-year olds in Knox and is a slight decrease from 1363 children enrolled in 2013. Eligible children not attending Council's sessional preschools are likely to be enrolled in non-Council sessional preschools or a funded preschool program offered in a long day ECEC service.

Due to changes to child:staff ratios that were introduced in January 2016, and following an analysis of options for a sustainable preschool service, Council resolved in February 2015 to cap the majority of groups sizes to 22 children and only increase group sizes where significant demand and licensed floor space allows.

Council currently offers 3 x 5 hour sessions or 2 x 7.5 hour sessions per week. This model appears to meet the community's needs; however there is a slightly higher demand for 2 x 7.5 hour sessions. Anecdotal feedback from families indicates that 2 x 7.5 hour sessions



offer them an equivalent to two full days of preschool in a long day ECEC service which is cheaper by approximately \$6000 per year.

Some benchmarking undertaken in 2015 identified Knox Council's preschool fees as some of the lowest fees for Council-operated preschools in metropolitan Victoria.

Council's 2016 annual fee of \$1,079 is also lower than the State Government's annual *Kindergarten Fee Subsidy* of \$1,386 in 2016. This fee subsidy is designed to provide eligible children (such as those in families with a Commonwealth Health Care Card or on a Refugee Visa) with access to free or low-cost preschool and is in addition to the standard "per-capita" rate of \$3,390/child that Council receives for these children. This means that children who meet these eligibility criteria do not pay fees if they attend a Knox City Council-operated preschool as the place is fully funded by the State Government.

Council has a reputation for providing high quality preschool programs and the majority of Council's sessional preschool services have received a rating of *Exceeding the National Quality Standard*.

An analysis of Council's service levels in relation to its partnership with preschool committees will be included as part of the Service Analysis.

### **Efficiency**

~~The Preschool Service is included in the Customer Focused Business Improvement program and will be examining how its processes could be improved for greater efficiency and customer friendliness. Due to the changes to the scope of this project due to the requirements of the Early Years Management Policy, the Preschool Service will not be included in the Customer Focused Business Improvement Program. However, any systems and processes that are revised or designed in order to meet the EYM Policy will be done to ensure efficiencies are maximised.~~

### **Policy and Legislation**

In addition to the specific policy initiatives outlined below, there has been a consistent focus in some other policies requiring changes to a range of universal children's services, such as Maternal and Child Health and preschool. For example, the introduction of the National Disability Insurance Scheme, implementation of the Out of Home Care Agreement, and recommendations from the Royal Commission into Family Violence all require changes to preschool service delivery and practice by improving and enhancing participation of children with disability and those experiencing vulnerability in preschool programs. These policies also place preschool staff at the centre of the team of a range of professionals who may be working with the child and family, which can impact on time and resourcing that has traditionally been allocated to specifically to the preschool service and educational program.

#### *National Partnership Agreement on Universal Access to Early Childhood Education*

It is of note that the current model of 15 hours of preschool for each eligible child does not have ongoing funding committed by the Commonwealth Government. Under the National

Partnership Agreement, the Commonwealth Government funds five of the 15 hours, however this funding is only secured until the end of the 2017 school year.

Depending on the outcomes of any negotiations relating to this National Partnership Agreement over the next 12 to 18 months, the service model and service levels of Council's preschool service may change in response to future funding arrangements. Council is actively advocating to the Commonwealth Government for their commitment to ongoing funding for the initiative.

*Education State (Victorian Department of Education and Training); and Roadmap for Reform: Strong Families, Safe Children (Victorian Department of Health and Human Services)*

These two recently released State-based policies have a particular focus on improving outcomes for children and families who may be experiencing vulnerability within the early years service system, and more broadly in the family support service system.

A clear theme in both policies is the need to strengthen and integrate service delivery for children and families, and to improve data collection to enable better monitoring and reporting on outcomes. In relation to preschool, there is also focus on improving access to, and participation in preschool, particularly for three-year olds experiencing vulnerability and Aboriginal and Torres Strait Islander children.

Funding for some initiatives from these policies have been announced as part of the 2016-17 Victoria Budget, however, further detail is yet to be released. As preschool is a universal service, it is expected that there will be some implications for service delivery and practice; however the specific details are not yet known.

*Early Years Management Policy Framework and Early Years Management Kindergarten Operating Guidelines (Victorian Department of Education and Training)*

~~At the time of writing, the Victorian Government released a new policy framework (Early Years Management [EYM] Policy Framework) and guidelines (Early Years Management Kindergarten Operating Guidelines) that will replace the 2009 Kindergarten Cluster Management Policy Framework.~~

~~As these documents relate to Council's role as a Kindergarten Cluster Manager and as a local government organisation working in partnership with the Victorian Government, they will now be reviewed as part of the Service Analysis. This will support Council to understand the implications for its preschool services and maintain compliance with the new requirements set out by the Victorian Government.~~

~~The Victorian Government expects that the EYM Policy Framework to be implemented over the next 18 months — by December 2017.~~

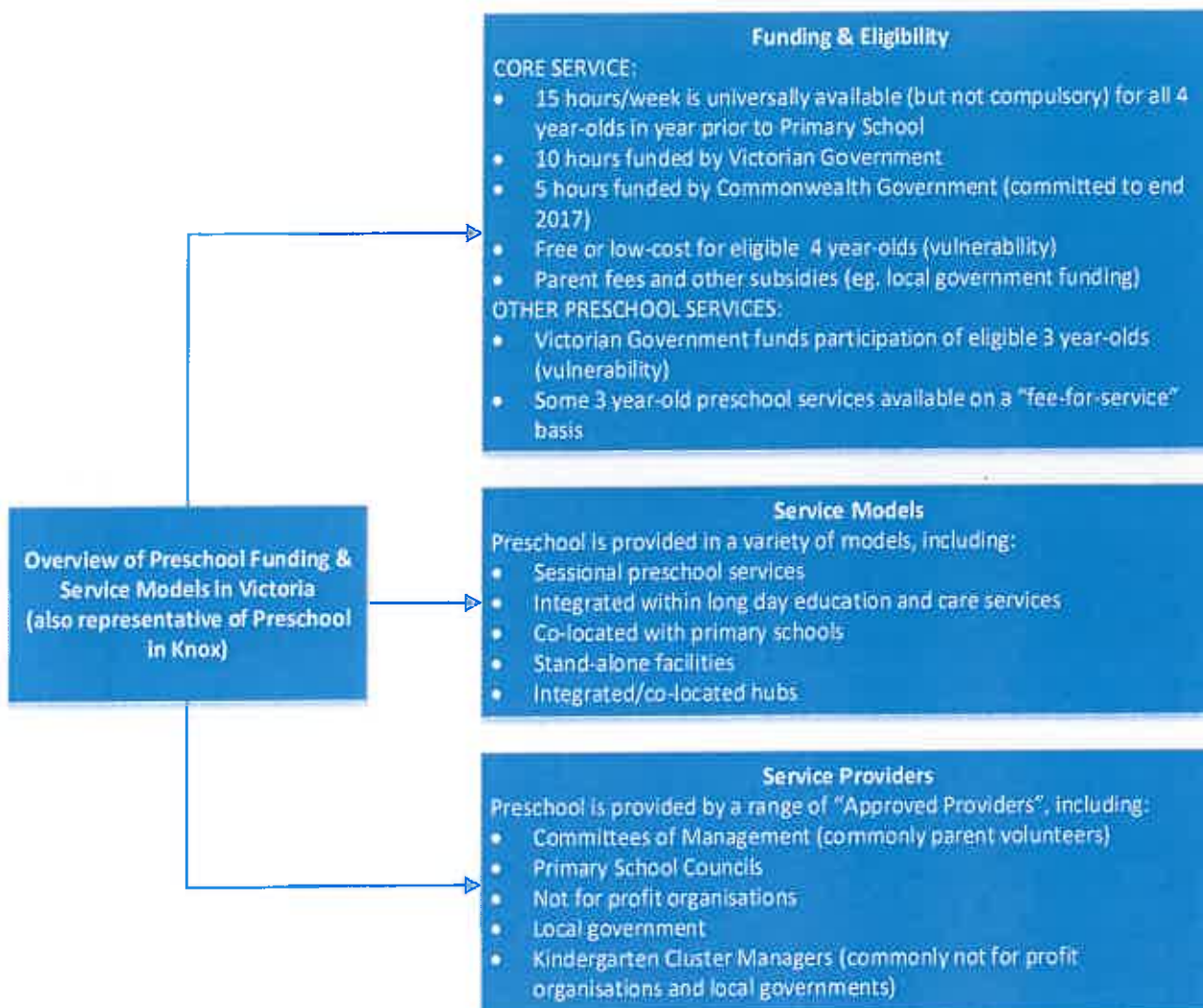
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1. Department of Education and Training. (2015). *Early Childhood Programs and Services Guide. December 2015*. Melbourne, Victoria.
2. Department of Education and Training. (2016). *Kindergarten Funding Guide 2016*. Melbourne, Victoria.
3. Knox City Council Report. (April 2010). *Early Years Services Future Directions*.
4. Knox City Council Report. (February 2015). *2016 Child:Staff Ratio for Early Childhood Education and Care Services*
5. Department of Education and Training. (2016). *Early Years Management Policy Framework and Early Years Management Kindergarten Operating Guidelines*. Melbourne, Victoria.

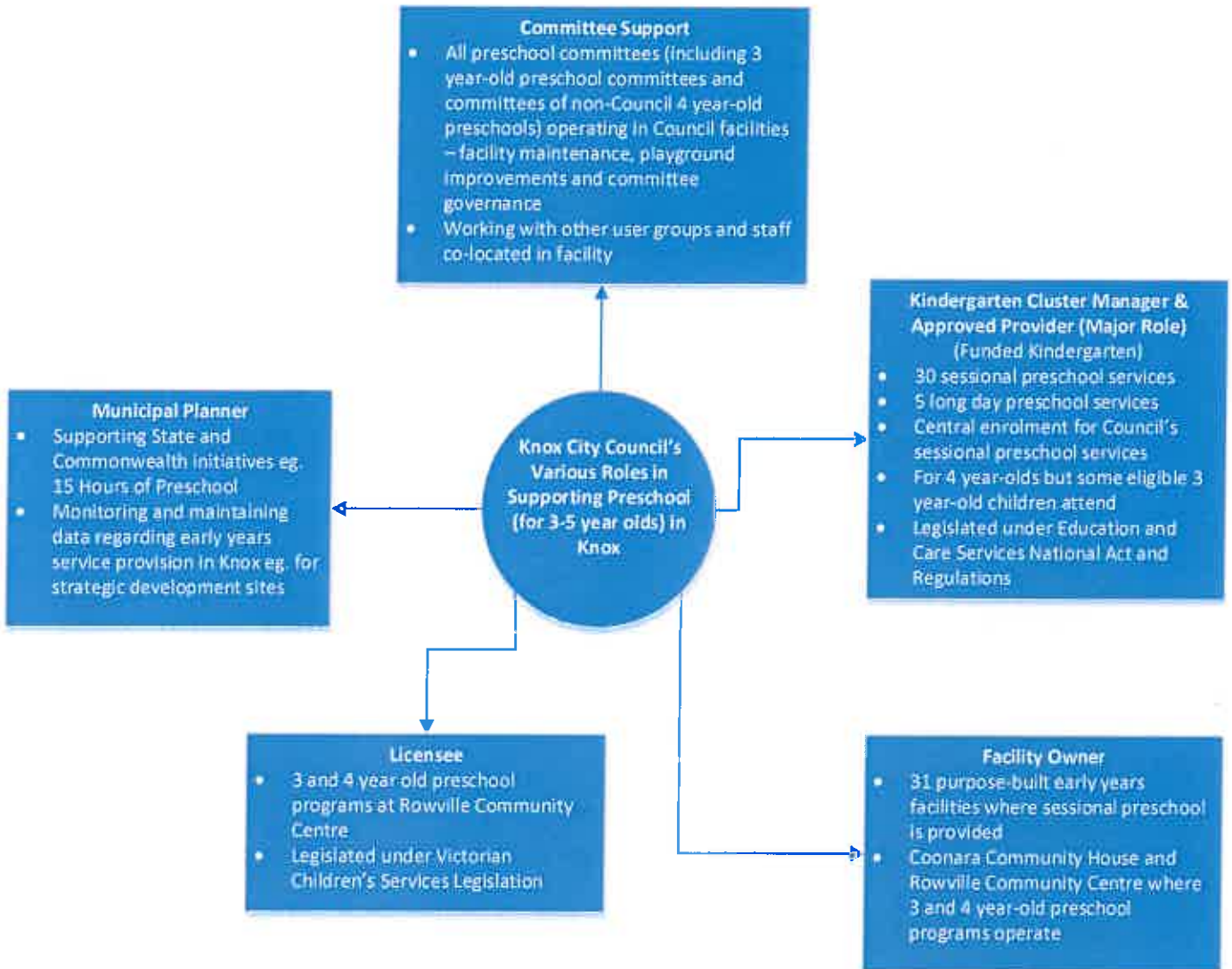
## APPENDICES

- A. Victorian Preschool Funding & Service Models
- B. Knox City Council roles in supporting preschool in Knox municipality
- C. Knox City Council owned Early Years facilities where preschool is provided

## VICTORIAN PRESCHOOL FUNDING &amp; SERVICE MODELS



**KNOX CITY COUNCIL'S ROLES IN SUPPORTING PRESCHOOL IN KNOX MUNICIPALITY**



**KNOX CITY COUNCIL-  
OWNED EARLY YEARS FACILITIES WHERE PRESCHOOL IS PROVIDED**

<b>Council-Owned Early Years Facility</b>	<b>Council Operated State-Funded 4 year-old Sessional Preschool</b>	<b>Community-managed 3 year-old sessional preschool or deferred 4 year-old preschool</b>	<b>Playgroup or 3 year-old activity group</b>	<b>Maternal Child Health</b>	<b>Other User Groups / Notes</b>
Alexander Magit	✓	x	✓	x	
Alice Johnson	✓	✓	✓	x	
Bena Angliss	✓	x	✓	✓ <i>Forest Road</i>	
Berrabri	✓	x	x	x	
Billoo Park	✓	x	✓ <i>separate building, same land</i>	✓ <i>separate building, same land</i>	
Blue Hills	✓	x	✓	✓	PLACE Program Early Years Hub site
Cooinda	✓	x	✓	x	
Eildon Parade	✓	x	x	x	Kidz Bizz Little Premmies
Flamingo	✓	✓	✓	x	
F.W Kerr	✓	x	x	x	
Goodwin Estate	✓	✓	✓	x	
Haering Road	✓	x	✓	x	
Knoxfield	✓	✓	✓	✓	
Knox Gardens	✓	x	x	x	Early Years Hub site
Kinderlea	x	✓	x	x	Staff offices
Liberty Avenue	✓	✓	✓	✓	
Mariemont	✓	✓	x	x	
Murrindal	✓	x	✓	✓	Family counselling provided by Anglicare
NG Haynes	x	x	✓	✓	
Park Ridge	✓	x	✓	x	
Riddell Road	✓	x	✓	x	
Rowville	✓	✓	✓	x	
Scoresby West	✓	x	✓	x	
Taylors Lane	✓	x	✓	x	
Templeton Orchards	✓	✓	x	x	
The Basin	✓	✓	✓	x	
The Fields	✓	x	x	x	
Upper Ferntree Gully	✓	x	✓	x	
Wattleview	✓	x	✓	✓	
West Gully	✓	x	✓	x	
Windermere	✓	✓	✓	x	
Alchester Village	x <i>Operated by Committee of Management</i>	✓ <i>Operated by Committee of Management</i>	✓	x	
Colchester Park	x	✓ <i>Operated by Best Chance KCMEYM</i>	x	x	

	<i>Operated by Best Chance</i> <b>KCMEYM</b>				
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### Appendix B

**Service:** Preschool Services

**Director:** Kerry Stubbings, Director Community Services

**Manager:** Janine Brown, Manager Family and Children's Services

#### SERVICE ASSESSMENT QUESTIONS

This Service Assessment will aim to answer the following key questions in the context of the Victorian Government's 2016 Early Years Management Policy Framework and Kindergarten Operating Guidelines:

1. What should be the service model for this service?
2. What should be the service levels for this service?

In accordance with the Council Plan, all Service Analyses will consider planning, where relevant, for an ageing population; and providing a range of programs, services and partnerships which aim to build connections between people and reduce social isolation.

#### INTRODUCTION

Preschool is a term that commonly refers to an early childhood education and care (ECEC) service for three to five year old children in the year, or two years prior to starting primary school. The service models for preschool differ across Australia.

The core preschool service in Victoria provides all eligible four year-old children in the year prior to primary school with access to 15 hours per week of "funded kindergarten". This is a universally available service but attendance is not compulsory. Eligible three year-old children and those who have been assessed as eligible for a second year of preschool are also entitled to access "funded kindergarten".

Victoria's core preschool service is provided by a range of different organisations and in a variety of models, including the traditional model of sessional preschool as well as in long day ECEC services. Further information about funding and service delivery models in Victoria and in Knox, is available in Attachment A.

Knox City Council's "funded kindergarten services" are called preschool and are provided by the Family and Children's Services Department. Council is the **Approved Provider** (under the Education and Care Services National Act and Regulations), and the **Early Years Management Organisation** (EYM; as approved by the Victorian Department of Education and Training, and previously known as Kindergarten Cluster Management) of these services. These are Council's main roles in relation to preschool provision in Knox. Whilst Council has been a provider of preschool for over 30 years, in addition to its roles as EYM and Approved Provider, Council also supports and resources the provision of



preschool across the municipality, including some preschool services delivered by other Approved Providers. An overview of these roles is available in Attachment B, and is also described in the following section – ‘Current Service Model’.

Local governments in Victoria are a major owner of infrastructure used to deliver preschool services and also play a role in the delivery, coordination and strategic planning for early childhood services, including preschool. The Municipal Association of Victoria (MAV) and the Victorian Department of Education and Training (DET) have a formal partnership that commits both parties (and therefore Victorian local governments) to a collaborative and cooperative approach to the planning and delivery of early childhood services.

Available data indicates that:

- All 79 Victorian Local Governments own facilities from which early years services operate, and 43 of these Local Governments are the Approved Providers of the early years services in these facilities.
  - The remaining 36 Victorian Local Governments own facilities where early years services operate, but they are not the Approved Provider of the services.
- 27 Victorian Local Governments are Early Years Management Organisations (and therefore also Approved Providers of preschool).
- 16 Victorian Local Governments are Approved Providers of preschool services (but are not Early Years Management Organisations).
- 50 Victorian Local Governments provide a Central Enrolment Service in their municipality, but the early years services included in the Central Enrolment Service varies between municipalities.

#### Early Years Management Policy Framework and Early Years Management Kindergarten Operating Guidelines (Victorian Department of Education and Training)

The Policy and Guidelines were released in July 2016 and clearly outline the Victorian Government’s strategic direction and operational requirements for “funded kindergartens” into the future. Kindergarten Cluster Management (KCM) organisations are now referred to as Early Years Management (EYM) organisations in recognition that many of these organisations provide a range of early years services in addition to “funded kindergarten”. The Policy also outlines the long-term vision for a more integrated and sustainable ECEC system that helps to improve outcomes for children and their families.

### Preschool Service Snapshot

Since 2009, 15 hours per week of “funded kindergarten” has been jointly funded by the Victorian and Commonwealth Governments under National Partnership Agreements on Universal Access to Early Childhood Education. Under this Agreement, the Victorian Government grant subsidises ten hours, and the Commonwealth Government subsidises five hours of preschool for eligible children. This combined funding does not cover the full cost of providing preschool and Knox City Council’s preschool services are also funded from parent fees and a Council subsidy. The current Agreement expires in December 2017.

Preschool services in Victoria are regulated under the Education and Care Services National Law Act (2010) and Regulations (2011), and assessed against the National Quality Standard. The children’s educational program is guided by the Victorian Early Years Learning and Development Framework.

The service delivery environment is different now to when Council began providing preschool over 30 years ago, however, some of the most significant changes have occurred during the last decade as listed below:

- 2010:
  - Introduction of national legislation (Education and Care Services National Act and Regulations).
  - Introduction of the Victorian Early Years Learning and Development Framework.
  - Requirement for Council to develop and administer a Priority of Access Policy to ensure equitable allocation of children through its Central Enrolment Service to Council’s preschool services, and Council’s compliance with the Charter of Human Rights.
- 2012:
  - Introduction of assessment and accreditation under the National Quality Framework.
- 2013:
  - Introduction of Universal Access to Early Childhood Education (15 Hours of Preschool).
- 2015:
  - Increase in “funded kindergarten” programs being offered by long day ECEC services.
- 2016:
  - Changes to child:staff ratios for three to five year-old children from 1:15 to 1:11.
  - Introduction of the Victorian Child Safe Standards (and associated legislation), and the implications for Council’s partnership with preschool committees.
  - Introduction of the Victorian Early Years Management Policy Framework and Kindergarten Operating Guidelines

<b>Service budget 2014/2015:</b>		<b>Further Information:</b>
Income	(\$5,671,339)	<ul style="list-style-type: none"> <li>• 1350 children attending 54 groups in 2014 calendar year</li> </ul>
Expenditure	\$5,876,618	<ul style="list-style-type: none"> <li>• 1283 children attending 51 groups in 2015 calendar year</li> </ul>
Net	\$205,279	<ul style="list-style-type: none"> <li>• Child:staff ratio 1:15 no capped group sizes</li> </ul>
<b>Service EFTs:</b>	67.25 <u>Approximately:</u> <ul style="list-style-type: none"> <li>• 8 Co-ordination Unit Staff</li> <li>• 115 Educators (Teachers and Assistants)</li> </ul>	

The income in 2014/15 includes \$5.3million in State/Commonwealth Government grants, and \$320,000 in parent fees. The State/Commonwealth Government grants include a per-capita grant for each child attending the service, as well as grant funding to support Council's role as an Early Years Management Organisation.

The above EFT does not include early childhood teachers currently employed in Council's long day and occasional ECEC services.

In response to the introduction of changed child:staff ratios from the commencement of January 2016, Council resolved in February 2015 to cap group sizes to 22 children and only increase group sizes where significant demand and licensed floor space permitted group sizes of 30 children or more. This reduced the need for Council to employ an additional staff member in every group size over 22 children but also increased the number of groups across the service. The subsequent budgets for the 2015/16 and 2016/17 reflect this model of additional groups (and thus some additional staff) as well as employment conditions for educators under the Early Education Employees Agreement 2016.

<b>Service budget 2015/2016:</b>		<b>Further Information:</b>
Income	(\$5,383,583)	<ul style="list-style-type: none"> <li>• 1283 children attending 51 groups in 2015 calendar year</li> </ul>
Expenditure	\$6,075,560	<ul style="list-style-type: none"> <li>• 1250 children attending 58 groups in 2016 calendar year</li> </ul>
Net	\$691,977	<ul style="list-style-type: none"> <li>• Child:staff ratio 1:11 and group sizes capped at 22</li> </ul>
<b>Service EFTs:</b>	71.46 <u>Approximately:</u> <ul style="list-style-type: none"> <li>• 10 Co-ordination Unit Staff</li> <li>• 130 Educators (Teachers and Assistants)</li> </ul>	

<b>Proposed budget 2016/2017:</b> Income Expenditure Net	(\$5,625,789) \$6,567,902 \$942,113	Further Information: <ul style="list-style-type: none"> <li>• 1250 children attending 58 groups in 2016 calendar year</li> <li>• Number of enrolments and group sizes still to be determined for 2017 calendar preschool year.</li> </ul>
<b>Service EFTs:</b>	75.46 <u>Approximately:</u> <ul style="list-style-type: none"> <li>• 10 Co-ordination Unit Staff</li> <li>• 134 Educators (Teachers and Assistants)</li> </ul>	

The State Government is currently making adjustments to the subsidies they provide Knox City Council in recognition of the change to child:staff ratios and the recently approved Early Education Employees Award.

### Service Provider

Council's main role is in the direct provision of preschool as an Approved Provider under the Education and Care Services National Act and Regulations and as an EYM. EYMs are funded by the State Government to manage clusters of preschool services in a municipality or across the state. EYMs are required to adhere to the recently released EYM Policy Framework and Kindergarten Operating Guidelines, as well as the Kindergarten Funding Guide, which includes State Government targets and priorities, for example, strategically planning for and driving the implementation of major policy reforms such as Universal Access to 15 Hours of Preschool and the National Quality Framework.

As an EYM, Council is required to be an Approved Provider and is also required to be the employer of staff in the preschool service. Council could be an Approved Provider without being an EYM, but as an Approved Provider, would still be required to be the employer of staff in the preschool service.

Traditionally, Council has provided sessional preschool services, where children attend a service for 15 hours per week during school terms. In the 2016 calendar year, there are 58 sessional preschool groups operating from 30 Council-operated preschool centres. More recently, funded preschool programs were also introduced in Council's five long day ECEC services in response to the requirement under the National Quality Framework to employ degree-qualified early childhood teachers, and operate as part of Council's cluster of preschools. This also provides children who are enrolled in these services with the opportunity to participate in a preschool program as part of the long day ECEC service.

Council is the largest provider of sessional preschool in the municipality. Council currently provides a central enrolment service for Council-operated sessional preschools and allocates children in accordance with Council's Funded Preschool Policy (2015). Each of Council's preschools (with the exception of Birch Street at Bayswater Primary School) has an incorporated volunteer preschool committee that supports the operation of the service through a range of activities outlined further in the 'Service Assessment' section under 'Service Model'.

Council collects *preschool term fees* from parents which are then provided as a grant to preschool committees in instalments each term. The grant is determined by the number of children enrolled each term – a formula that provides committees of preschools with higher enrolments with larger grants, and can result in some funds being carried over by committees from year to year as surplus funds. Preschools in more vulnerable areas of the municipality often have lower enrolments, and these communities may also have lower levels of capacity to fundraise for their local preschool. This can result in some preschool committees having fewer funds than other preschool committees to undertake the same activities.

An integrated service delivery model is used to delivery Council's early years services, including its preschool services. This means that staff working in Council's early years services, and in Council's early years facilities work together and work with parent committees and other key stakeholders (including local primary schools) so that children and families are better supported and improves learning and development outcomes for children.

**Council's sessional preschool services (and not those operating in Council's long day ECEC services) which operate in Council's cluster of preschools and under the Education and Care Services National Act and Regulations will be the focus of this service planning project.**

#### **Facility Owner**

Council is the owner of 31 purpose-built facilities on Council land where sessional preschool services for four-year olds is provided. Council is the Approved Provider of the preschool service in 29 of these facilities. Council does not own the facility or the land where the Birch Street Preschool operates as the facility is part of Bayswater Primary School. However, Council is responsible for the maintenance of this facility, the preschool is operated as part of Council's Kindergarten Cluster, and Council is the Approved Provider of the preschool service.

Alchester Village is operated by an independent committee of management, and Colchester Park Preschool is operated by *bestchance* Early Years Management who each hold a License Agreement with Council for the use of these facilities.

In addition to four-year old preschool, other early years services operate from most of these facilities, such as Maternal and Child Health and playgroups. Further detail is provided in Attachment 3.

As the majority of these facilities were constructed between 1960 and 1988, a facility plan will be required in the future that outlines how Council can manage and/or replace these ageing assets into the future to ensure the infrastructure is supporting the delivery of the service/s. A valuation of Council's facilities is scheduled for the end of the 2015/16 financial year and updated valuation information can be provided as part of the Service Analysis.

### **Non-Council Preschool Services**

Council is one of a range of service providers offering preschool in the Knox municipality. In addition to Alchester Village and Colchester Park Preschools, there are three schools that provide “funded kindergarten” programs, and many long day ECEC services also offer a “funded kindergarten” program.

There are currently 17 three-year old preschools and activity groups, and three services for children deferring preschool operating across the municipality in 2016. 18 of these services operate from Council-owned facilities, including Council’s early years facilities, Coonara Community House and Rowville Community Centre.

### **Coordination and Strategic Planning**

As the largest sessional preschool provider in the municipality, the majority of planning and coordination undertaken is for Council-operated services. In recent years, the introduction of 15 Hours of Preschool and other major policy initiatives have required Council’s Family and Children’s Services Department to lead municipal-wide planning activities and provide support to all preschool providers in Knox. This has included the collection and reporting of municipal-wide data on behalf of the State Government to support the introduction of 15 Hours of Preschool across both Council and non-Council preschool services. This component of Council’s role is less developed than its role as a direct service provider, however, the Victorian Government has reinforced the expectations it has of local government to undertake these types of activities through the Early Years Management Policy Framework.

## **SERVICE ASSESSMENT**

### **Role of Council**

As noted in the ‘Current Service Model’ above, Council’s main role in relation to four-year old preschool is as an Early Years Management Organisation and Approved Provider.

As the Approved Provider, an EYM, and employer, Council is responsible for:

- Employment and supervision of, and professional development for preschool staff;
- Meeting all legislative and quality requirements under the Education and Care Services National Act and Regulations and National Quality Framework;
- Meeting requirements of the EYM Policy Framework and EYM Kindergarten Operating Guidelines, and the Funding and Service Agreement with the Victorian Government;
- Maintaining and renewing Council’s preschool facilities;
- Actively supporting the engagement and participation of vulnerable children in preschool programs; and
- Strategically planning for and driving of major policy reforms (such as the National Quality Framework).

Volunteer preschool committees play a key role in supporting the delivery of Council’s preschool programs, however the activities that committees are involved in will need to change under the EYM Policy. This is discussed in further detail in ‘Service Model’ section of this Scope.

Although preschool in Victoria is considered a universal service that provides all eligible children with access to a funded place, attendance is not compulsory. However, with the increase in funded preschool places being provided in “market-driven” long day ECEC services, the Service Analysis will investigate the relevance of the National Competition Policy to Council’s preschool services. This will include an analysis of a number of scenarios, including working towards cost neutrality.

An analysis of Council’s roles as an Approved Provider and EYM will not form part of the Service Analysis as the focus will be on the changes required to Council’s partnership with preschool committees in order to meet the requirements of the EYM Policy.

### **Strategic Intent**

As outlined in the Municipal Early Years Plan, Council’s strategic intent for children and families is that:

- **Knox Children:** are enjoying a happy, safe childhood where they are loved, supported and nurtured. They are engaged towards optimal health, wellbeing and are active participants in their own learning, development and community;
- **Childhood in Knox:** is an important and recognised stage of life, where children play and example and are part of neighbourhoods, as their learning is supported by their family, friends and wider community;
- **Knox Families:** are richly diverse, and their role as their child’s first and most important teacher is acknowledged and valued. They are supported, encouraged, connected, informed and empowered to be nurturing, confident and thriving families.

In addition to the direct provision of four-year old preschool, Council supports preschool in the following ways.

Council supports the participation of three-year old children who may be experiencing vulnerability in its preschool programs through two State-funded initiatives:

- Early Start Kindergarten, and
- Access to Early Learning.

Council supports non-Council preschool providers (of both three and four-year old preschool services) through:

- Providing access to Council’s purpose-built early years facilities at peppercorn rent, or by waiving the license fee; and
- Supporting preschool committees through Council’s Early Years Facility and Committee Liaison Officers and facilitating an annual committee training program.

Council resolved in April 2010 to provide priority access to Council’s licensed early years playrooms to funded four-year old preschool services.

An analysis of Council’s strategic intent and the ways in which Council supports preschool across the Knox municipality as a service provider and facility owner will not form part of the Service Analysis as the focus will be on the changes required to Council’s partnership with preschool committees in order to meet the requirements of the EYM Policy. Future service reviews may focus on Council’s strategic intent and role in supporting and

delivering preschool services across the municipality. Any future reviews will be undertaken within the current service delivery, legislative and funding context to ensure the analysis is contemporary and up to date.

## **Service Model**

Volunteer preschool committees support the day-to-day operation of Council's preschool services using a combination of volunteer hours, funding through an operational grant from the fees collected by Council, and fundraising monies. Currently, Council requires these committees to be Incorporated Associations, and Committees take responsibility for a range of activities including:

- Minor facility maintenance, including working bees;
- Playground maintenance, development and renewal;
- Purchasing of equipment, consumables and resources for the preschool program;
- Oversee and manage contracts for cleaners and gardeners; and
- Some administrative tasks.

A particularly valued outcome of parent participation through committees is the sense of community that is fostered, and the contributions made to their local community/preschool facility.

Preschool term fees are set by Council following consideration of the fee proposal put forward by the Combined Preschool Committees Working Party. As outlined above, these fees are collected by Council and are paid directly to committees as an operational grant to assist with day to day preschool service expenses. Committees may also undertake fundraising activities. However, the combination of the formula used to calculate the grant and the varied capacity of some local communities to fundraise, results in some preschool committees having fewer funds to support the preschool. Initial analysis has identified this is an inequitable approach that potentially disadvantages children attending preschools with lower enrolments.

The partnership and funding arrangements that Council has with volunteer preschool committees will need to be reviewed in order for Council to meet its obligations as an EYM.

Key Areas for investigation for this Service Analysis will include:

- *Modelling and analysis of any financial impact to Council to undertake all activities required by the EYM Policy, including activities that preschool committees currently take responsibility for. This will also include an analysis of any adjustment to preschool fees that is required for a more sustainable service and the design of efficient systems, processes and business practices that will support the sustainability of the Preschool Service into the future.*
- *Ongoing communication and engagement with staff, parents and preschool committees to support their understanding of the changes required by the EYM Policy. This will specifically include engagement with past and present members of preschool committees to design a model of future preschool committees that is meaningful and relevant to parents/family members of children attending the preschool service, and*



*that retains community capacity building and building community connections as a key function of preschool committees.*

- *An assessment to determine if preschool committees will need to retain their status as an Incorporated Association and any requirements for insurance.*

## **Service Levels**

It is understood from available data that the majority of eligible children in Knox are enrolled in a funded preschool program.

In 2016, there are 1250 children enrolled in Council's **sessional** preschools across 58 groups in 30 centres. This is approximately 67% of all four-year olds in Knox and is a slight decrease from 1363 children enrolled in 2013. Eligible children not attending Council's sessional preschools are likely to be enrolled in non-Council sessional preschools or a funded preschool program offered in a long day ECEC service.

Due to changes to child:staff ratios that were introduced in January 2016, and following an analysis of options for a sustainable preschool service, Council resolved in February 2015 to cap the majority of groups sizes to 22 children and only increase group sizes where significant demand and licensed floor space allows.

Council currently offers 3 x 5 hour sessions or 2 x 7.5 hour sessions per week. This model appears to meet the community's needs; however there is a slightly higher demand for 2 x 7.5 hour sessions. Anecdotal feedback from families indicates that 2 x 7.5 hour sessions offer them an equivalent to two full days of preschool in a long day ECEC service which is cheaper by approximately \$6000 per year.

Some benchmarking undertaken in 2015 identified Knox Council's preschool fees as some of the lowest fees for Council-operated preschools in metropolitan Victoria.

Council's 2016 annual fee of \$1,079 is also lower than the State Government's annual *Kindergarten Fee Subsidy* of \$1,386 in 2016. This fee subsidy is designed to provide eligible children (such as those in families with a Commonwealth Health Care Card or on a Refugee Visa) with access to free or low-cost preschool and is in addition to the standard "per-capita" rate of \$3,390/child that Council receives for these children. This means that children who meet these eligibility criteria do not pay fees if they attend a Knox City Council-operated preschool as the place is fully funded by the State Government.

Council has a reputation for providing high quality preschool programs and the majority of Council's sessional preschool services have received a rating of *Exceeding the National Quality Standard*.

An analysis of Council's service levels in relation to its partnership with preschool committees will be included as part of the Service Analysis.

## **Efficiency**

Due to the changes to the scope of this project due to the requirements of the Early Years Management Policy, the Preschool Service will not be included in the Customer Focused Business Improvement Program. However, any systems and processes that are revised or designed in order to meet the EYM Policy will be done to ensure efficiencies are maximised.

## **Policy and Legislation**

In addition to the specific policy initiatives outlined below, there has been a consistent focus in some other policies requiring changes to a range of universal children's services, such as Maternal and Child Health and preschool. For example, the introduction of the National Disability Insurance Scheme, implementation of the Out of Home Care Agreement, and recommendations from the Royal Commission into Family Violence all require changes to preschool service delivery and practice by improving and enhancing participation of children with disability and those experiencing vulnerability in preschool programs. These policies also place preschool staff at the centre of the team of a range of professionals who may be working with the child and family, which can impact on time and resourcing that has traditionally been allocated to specifically to the preschool service and educational program.

### **National Partnership Agreement on Universal Access to Early Childhood Education**

It is of note that the current model of 15 hours of preschool for each eligible child does not have ongoing funding committed by the Commonwealth Government. Under the National Partnership Agreement, the Commonwealth Government funds five of the 15 hours, however this funding is only secured until the end of the 2017 school year.

Depending on the outcomes of any negotiations relating to this National Partnership Agreement over the next 12 to 18 months, the service model and service levels of Council's preschool service may change in response to future funding arrangements. Council is actively advocating to the Commonwealth Government for their commitment to ongoing funding for the initiative.

### **Education State (Victorian Department of Education and Training); and Roadmap for Reform: Strong Families, Safe Children (Victorian Department of Health and Human Services)**

These two recently released State-based policies have a particular focus on improving outcomes for children and families who may be experiencing vulnerability within the early years service system, and more broadly in the family support service system.

A clear theme in both policies is the need to strengthen and integrate service delivery for children and families, and to improve data collection to enable better monitoring and reporting on outcomes. In relation to preschool, there is also focus on improving access to, and participation in preschool, particularly for three-year olds experiencing vulnerability and Aboriginal and Torres Strait Islander children.

Funding for some initiatives from these policies have been announced as part of the 2016-17 Victoria Budget, however, further detail is yet to be released. As preschool is a universal service, it is expected that there will be some implications for service delivery and practice; however the specific details are not yet known.

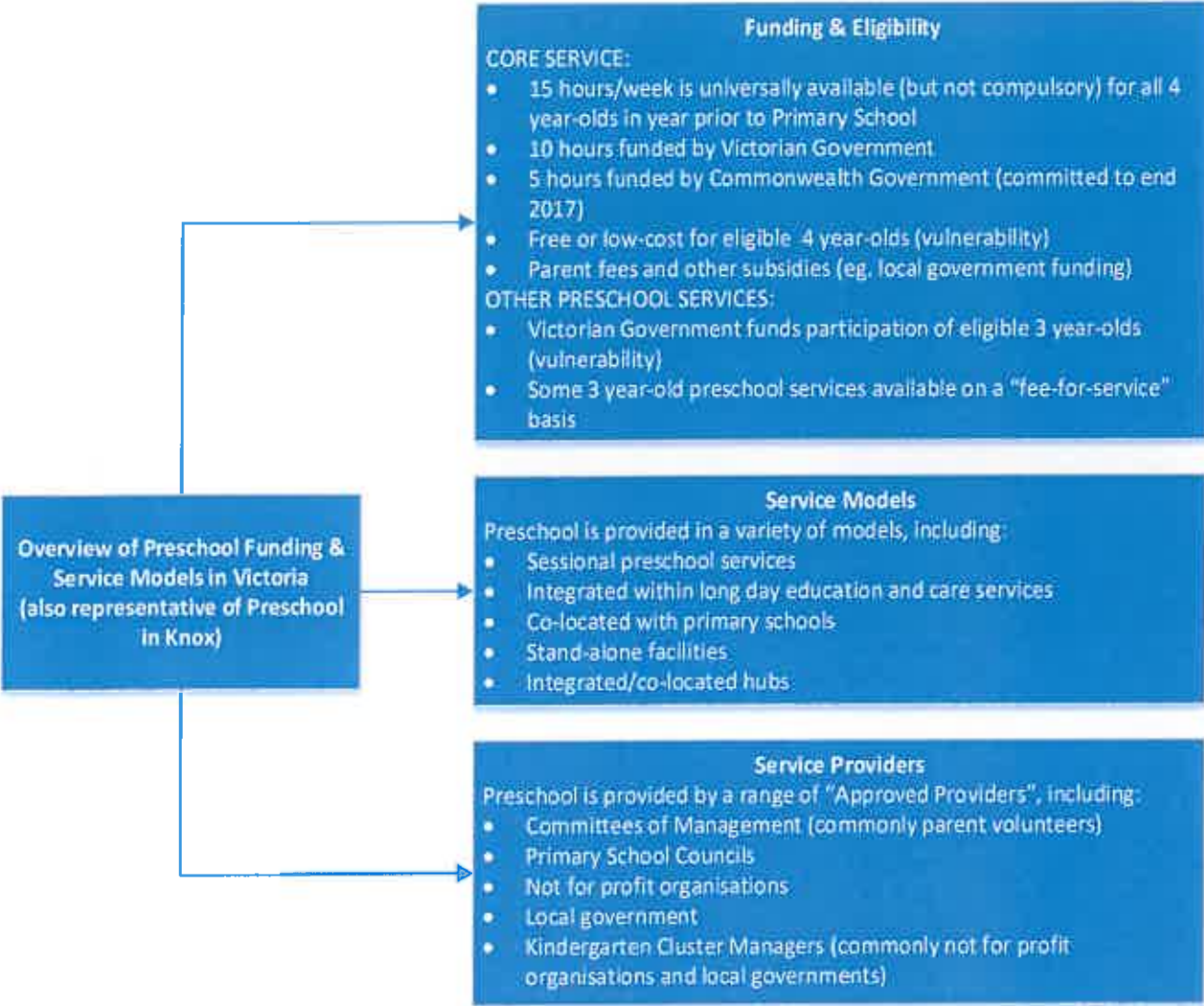
## REFERENCES

1. Department of Education and Training. (2015). *Early Childhood Programs and Services Guide. December 2015*. Melbourne, Victoria.
2. Department of Education and Training. (2016). *Kindergarten Funding Guide 2016*. Melbourne, Victoria.
3. Knox City Council Report. (April 2010). *Early Years Services Future Directions*.
4. Knox City Council Report. (February 2015). *2016 Child:Staff Ratio for Early Childhood Education and Care Services*
5. Department of Education and Training. (2016). *Early Years Management Policy Framework and Early Years Management Kindergarten Operating Guidelines*. Melbourne, Victoria.

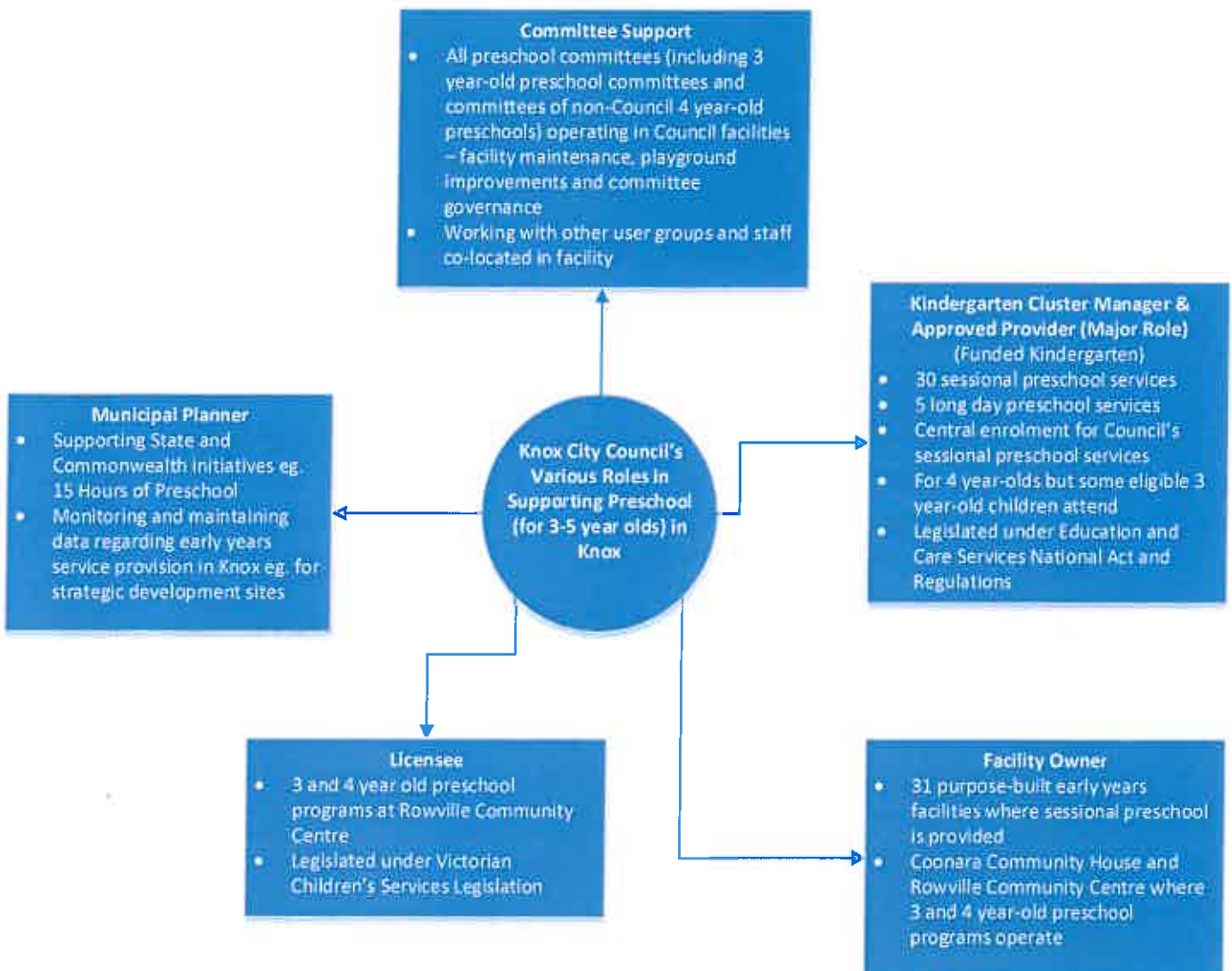
## APPENDICES

- A. Victorian Preschool Funding & Service Models
- B. Knox City Council roles in supporting preschool in Knox municipality
- C. Knox City Council owned Early Years facilities where preschool is provided

VICTORIAN PRESCHOOL FUNDING & SERVICE MODELS



## KNOX CITY COUNCIL'S ROLES IN SUPPORTING PRESCHOOL IN KNOX MUNICIPALITY



**KNOX CITY COUNCIL-  
OWNED EARLY YEARS FACILITIES WHERE PRESCHOOL IS PROVIDED**

<b>Council-Owned Early Years Facility</b>	<b>Council Operated State-Funded 4 year-old Sessional Preschool</b>	<b>Community-managed 3 year-old sessional preschool or deferred 4 year-old preschool</b>	<b>Playgroup or 3 year-old activity group</b>	<b>Maternal Child Health</b>	<b>Other User Groups / Notes</b>
Alexander Magit	✓	x	✓	x	
Alice Johnson	✓	✓	✓	x	
Bena Angliss	✓	x	✓	✓ <i>Forest Road</i>	
Berrabri	✓	x	x	x	
Billoo Park	✓	x	✓ <i>separate building, same land</i>	✓ <i>separate building, same land</i>	
Blue Hills	✓	x	✓	✓	PLACE Program Early Years Hub site
Coonda	✓	x	✓	x	
Eildon Parade	✓	x	x	x	Kidz Bizz Little Premmies
Flamingo	✓	✓	✓	x	
F W Kerr	✓	x	x	x	
Goodwin Estate	✓	✓	✓	x	
Haering Road	✓	x	✓	x	
Knoxfield	✓	✓	✓	✓	
Knox Gardens	✓	x	x	x	Early Years Hub site
Kinderlea	x	✓	x	x	Staff offices
Liberty Avenue	✓	✓	✓	✓	
Mariemont	✓	✓	x	x	
Murrindal	✓	x	✓	✓	Family counselling provided by Anglicare
NG Haynes	x	x	✓	✓	
Park Ridge	✓	x	✓	x	
Riddell Road	✓	x	✓	x	
Rowville	✓	✓	✓	x	
Scoresby West	✓	x	✓	x	
Taylors Lane	✓	x	✓	x	
Templeton Orchards	✓	✓	x	x	
The Basin	✓	✓	✓	x	
The Fields	✓	x	x	x	
Upper Ferntree Gully	✓	x	✓	x	
Wattleview	✓	x	✓	✓	
West Gully	✓	x	✓	x	
Windermere	✓	✓	✓	x	
Alchester Village	x <i>Operated by Committee of Management</i>	✓ <i>Operated by Committee of Management</i>	✓	x	
Colchester Park	x <i>Operated by Best Chance EYM</i>	✓ <i>Operated by Best Chance EYM</i>	x	x	

**14. URGENT BUSINESS****14.1 URGENT BUSINESS**

Nil.

**14.2 CALL UP ITEMS****14.2.1 Knox Youth Discount and Wellbeing Card****COUNCIL RESOLUTION**

MOVED: CR. TAYLOR

SECONDED: CR. KEOGH

That a report be presented to the April 2017 meeting of Council on a proposal to develop a 'Knox Youth Discount and Wellbeing Card' which could provide young people with information on services and events along with the possibility of discounts to local programs and businesses. The report would include information and advice covering feasibility, costs, benefits and risks of such an initiative.

CARRIED

**15. QUESTIONS WITHOUT NOTICE**

Nil.

**MEETING CLOSED AT 6.14PM**

Minutes of Meeting confirmed at the  
Ordinary Meeting of Council  
held on  
Monday, 23 January 2017

.....  
Chairperson