



# **KNOX CITY COUNCIL**

# **MINUTES**

Ordinary Meeting of Council

Held at the

Civic Centre

511 Burwood Highway

Wantirna South

On

Monday 24 April 2017

## **KNOX CITY COUNCIL**

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

**ON**

**MONDAY 24 APRIL 2017 AT 7.03 P.M.**

### **PRESENT:**

<i>Cr D Pearce (Mayor &amp; Chairperson)</i>	<i>Taylor 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</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 K Rawlings</i>	<i>Acting 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**

Cr Lockwood

**2. DECLARATIONS OF CONFLICT OF INTEREST**

Nil.

**3. CONFIRMATION OF MINUTES**

MOVED: CR. TAYLOR

SECONDED: CR. KEOGH

3.1 Confirmation of Minutes of Ordinary Meeting of Council held on Monday 22 March 2017

CARRIED

MOVED: CR. TAYLOR

SECONDED: CR. KEOGH

3.2 Confirmation of Minutes of Strategic Planning Committee Meeting held on Monday 10 April 2017

CARRIED

**4. PETITIONS AND MEMORIALS**

*The Mayor, Cr Darren Pearce, addressed Council and the gallery in regard to the recent naming of David Cooper Park in Wantirna South. Cr Pearce noted and acknowledged that former Cr Cooper's wife, Tracy, was in the gallery.*

*Cr Pearce advised that the naming of the park had been initiated by Council following former Cr Cooper's untimely passing in early 2015 - to recognise his contribution and achievements as a Councillor, including two terms as Mayor and his involvement in a number of key initiatives for the Knox community including the Knox Regional Sports Park.*

**5. REPORTS BY COUNCILLORS**

5.1 Committees & Delegates **1.**

5.2 Ward Issues **2.**

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

	<b>All Wards</b>	
6.1	<i>Report Of Planning Applications Decided Under Delegation</i>	<b>5.</b>
	<b>Collier Ward</b>	
6.2	<i>Application for the Construction of Four (4) Double Storey Dwellings at 7 Mint Street, Wantirna (Application No. P/2016/6624)</i>	<b>10.</b>
	<b>All Wards</b>	
6.3	<i>Draft Community and Council Plan 2017-2021</i>	<b>37.</b>
	<b>All Wards</b>	
6.4	<i>Proposal for an Annual Architecture Awards and Good Design Forum</i>	<b>43.</b>

**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).

**52.**

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

	<b>All Wards</b>	
8.1	<i>Response to Call Up Item – Youth Discount and Wellbeing Card</i>	<b>53.</b>

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

	<b>All Wards</b>	
9.1	<i>General Valuation 2018</i>	<b>64.</b>
	<b>All Wards</b>	
9.2	<i>Proposed Budget 2017-18</i>	<b>66.</b>
	<b>All Wards</b>	
9.3	<i>Incidental Community Grants Program Applications</i>	<b>73.</b>

**10. ITEMS FOR INFORMATION**

10.1	Works Report (As Of 4 April 2017)	<i>All Wards</i>	<b>78.</b>
10.2	Assemblies of Councillors	<i>All Wards</i>	<b>95.</b>

**11. MOTIONS FOR WHICH NOTICE HAS PREVIOUSLY BEEN GIVEN** **108.**

11.1	Notice of Motion No. 60 Knox Hockey Facility		<b>108.</b>
------	---	--	-------------

**12. SUPPLEMENTARY ITEMS** **108.****13. URGENT BUSINESS** **108.**

13.1	Urgent Business		<b>108.</b>
13.2	Call Up Items		<b>109.</b>
13.2.1	Status of the Construction of Un-Made Roads in Knox		<b>109.</b>

**14. QUESTIONS WITHOUT NOTICE** **109.**

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

- Annual Budget Review
- Municipal Association of Victoria
- Ferntree Gully Bowls Club
- Knox Multicultural Advisory Committee
- Green Foot Flicks Youth Film Festival
- Farewell for Joanne Truman, Director, Corporate Development
- Anzac Day Commemorative March – Boronia RSL

#### **5.1.2 COUNCILLOR JACKSON TAYLOR**

Councillor Taylor attended the following Meetings

- Annual Budget Review
- Municipal Association of Victoria Public Speaking Course
- Green Foot Flicks Youth Film Festival
- City of Whittlesea
- Knox Community Safety Advisory Committee
- Knox Central Queensland Visit
- Anzac Day Commemorative March – Boronia RSL
- Anzac Football Match at Wantirna Reserve

#### **5.1.3 COUNCILLOR LISA COOPER**

Councillor Cooper attended the following Meetings

- Annual Budget Review
- Social Media Training
- Knox Central Queensland Visit

#### **5.1.4 COUNCILLOR TONY HOLLAND**

Councillor Holland attended the following Meetings

- Planning Consultative Committee
- Annual Budget Review
- Social Media Training
- Scoresby Juniors Auskick at Carrington Park
- Chief Executive Officer's Performance Evaluation Committee

## **5.1 Committees & Delegates (cont'd)**

### **5.1.5 COUNCILLOR ADAM GILL**

Councillor Gill attended the following Meetings

- Anzac Service at Bayswater RSL

### **5.1.6 COUNCILLOR NICOLE SEYMOUR**

Councillor Seymour attended the following Meetings

- Annual Budget Review
- Social Media Training
- Green Foot Flicks Youth Film Festival
- Knox Disability Advisory Committee

### **5.1.7 COUNCILLOR JOHN MORTIMORE**

Councillor Mortimore attended the following Meetings

- Annual Budget Review
- Knox Liquor Accord
- Green Foot Flicks Youth Film Festival
- Knox Community Health and Wellbeing Advisory Committee
- Planning Consultative Committee
- State Junior Baseball Championships
- Farewell for Joanne Truman, Director, Corporate Development

### **5.1.8 COUNCILLOR DARREN PEARCE (MAYOR)**

Councillor Pearce attended the following Meetings

- Chief Executive Officer's Performance Evaluation Committee
- Annual Budget Review
- Municipal Association of Victoria
- Boronia Football Club Season Launch
- CEO Staff Briefing
- Green Foot Flicks Youth Film Festival
- U3A Quilt and Craft Exhibition
- Baird Ward Councillor Pop Up Session
- Boronia Country Women's Association 80<sup>th</sup> Birthday Celebration
- Sant Nirankari Mission
- Rotary Club of Rowville- Lysterfield Charity Business Breakfast
- Opening of Walker Reserve Multipurpose Facility
- Anzac Day Commemorative March – Boronia RSL

## **5.2 Ward Issues**

### **5.2.1 COUNCILLOR KEOGH (DOBSON WARD)**

- Councillor Keogh noted that tomorrow is Anzac Day and informed the gallery that there are two services occurring in Ferntree Gully. Cr Keogh invited all to attend the 6am dawn service at Quarry Park, which begins with a torchlight march at 5.30am, and the 10am service at the Tim Neville Arboretum in Ferntree Gully. Further, the Ferntree Gully Football Club will be hosting an Anzac day breakfast.

### **5.2.2 COUNCILLOR TAYLOR (COLLIER WARD)**

- Councillor Taylor was happy to inform his fellow Councillors of the Federal Government's decision to reinstate the funding for community legal centres across Australia. Cr Taylor noted that the previous reduction of funding would have been absolutely devastating due to the great work these centres do to address inequality and disadvantage in the legal system. Cr Taylor stated he was extremely glad the funding was reinstated particularly in relation to the Eastern Community Legal Centre, who potentially will be working with the residents of the Wantirna Caravan Park in the future.
- Councillor Taylor noted that he has been approached by residents with concerns relating to crime occurring in the community and stated that everyone has the right to feel safe while at home and in public. Cr Taylor explained that the City of Knox has a lower crime rate than the State average but that it is increasing at a faster rate than the average. Councillor Taylor acknowledged the previous accomplishments of Council relating to the curbing of family violence, liquor reform and the engagement of the broader public. Cr Taylor noted that further work needed to be done in relation to the impacts of drug use and mental health on crime rates.



## **5.2 Ward Issues (cont'd)**

### **5.2.3 COUNCILLOR SEYMOUR (TIRHATUAN WARD)**

- Councillor Seymour discussed the issue of public safety and commended the work of Council's Community Safety Officer. Cr Seymour noted that the southern section of Knox has experienced an increase in crime, home invasions, burglary and car break-ins. Cr Seymour informed her fellow Councillors of an email she had received from a resident in the Timbertop Estate relating to crime in the area. Cr Seymour continued that the Community Safety Team coordinated with Knox Police and met with the residents of the area. In collaboration with each other they developed a four-point plan designed to empower the community to address safety issues in the area. Cr Seymour concluded that this is a great example of how Council can play a helpful role in crime prevention; which is predominantly a police issue.
- Councillor Seymour noted her attendance at the Greenfoot Flicks event and discussed the movie that won the key prize. Cr Seymour stated that it is very timely, that in the lead up to the State election, the winning movie was a documentary about the Rowville Rail and the past efforts to bring the rail to Knox. Further, in the recently refreshed Plan Melbourne document, released by the State Government, the Rowville Rail or the Knox Tram have not been mentioned and that this is a grave concern. Cr Seymour explained that Council is encouraging development in specific areas of Knox but without adequate public transport traffic congestion is becoming an issue.

### **5.2.4 COUNCILLOR MORTIMORE (CHANDLER WARD)**

- Councillor Mortimore noted his attendance at the Boronia RSL Anzac Commemorative Day March. Cr Mortimore stated that the speech given at the event was absolutely astounding and that he is sure it will be published in many of the local community papers as these stories deserve to be heard.
- Councillor Mortimore informed his fellow Councillors of the annual chariot festival and the chariot procession that is occurring on Saturday 29 April at the Sri Vakrathunda Vinayagar Temple in The Basin. Cr Mortimore urged everyone to attend and stated that this is a wonderful event that is not replicated anywhere in Australia.
- Councillor Mortimore discussed the open day weekends held at Como Gardens in The Basin. Cr Mortimore noted that the gardens were established by the pioneering Chandler family. The open days occur twice a year and are voluntarily manned with all proceeds going to the Knox SES, The Basin CFA and St John Ambulance.

### **5.2.5 COUNCILLOR PEARCE (TAYLOR)**

- Councillor Pearce noted the performance of the Rowville Football Club Reserves who won 149:0 against Balwyn on the weekend.

**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 March to 31 March 2017) be noted.

**REPORT**

Details of planning applications decided under delegation from 1 March to 31 March 2017 are attached. The applications are summarised as follows:

<b>Application Type</b>	<b>No</b>
Building & Works: Residential	6
Other	5
Units	11
Tree Removal/Pruning	13
Subdivision	8
Single Dwelling	4
Change of Use	3
Signage	2
Fencing	1
Liquor Licence	1
Removal of Easement	1
<b>TOTAL</b>	<b>55</b>

**COUNCIL RESOLUTION**

MOVED: CR. MORTIMORE  
SECONDED: CR. HOLLAND

That the planning applications decided under delegation report (between 1 March to 31 March 2017) be noted.

CARRIED

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

1 – 31 March 2017

<b>Ward</b>	<b>No/Type</b>	<b>Address</b>	<b>Description</b>	<b>Decision</b>
Baird	2016/6661	769-771 Burwood Highway FERNTREE GULLY VIC 3156	Development of the land for six (6) double storey and two (2) single storey dwellings (total eight (8) dwellings)	3/03/2017 Refused
Baird	2017/9031	47 Western Road BORONIA VIC 3155	Pruning of one (1) Eucalyptus cephalocarpa	16/03/2017 Approved
Baird	2017/6022	249 Dorset Road BORONIA VIC 3155	Liquor licence	15/03/2017 Approved
Baird	2017/6098	50 Loretto Avenue FERNTREE GULLY VIC 3156	Two (2) lot subdivision (Approved Unit Development)	8/03/2017 Approved
Baird	2016/6042	50 Rowson Street BORONIA VIC 3155	Construction of two double storey dwellings on a lot	28/03/2017 Notice of Decision
Baird	2017/6090	9 Edelmaier Street BAYSWATER VIC 3153	Buildings and works - Covered outdoor area, fencing, and widening of accessway	20/03/2017 Approved
Baird	2017/6041	2C/881-887 Burwood Highway FERNTREE GULLY VIC 3156	Change of use to indoor recreation facility (fitness studio) and internal alterations	30/03/2017 Notice of Decision
Chandler	2017/9024	8 Stewart Street BORONIA VIC 3155	Boundary fence	1/03/2017 Approved
Chandler	2016/6348	14 Bambury Street BORONIA VIC 3155	Development of the land for five (5) double storey dwellings and the removal of vegetation	3/03/2017 Notice of Decision
Chandler	2017/9029	10 Stanley Street THE BASIN VIC 3154	Removal of one (1) Liquidambar styraciflua	14/03/2017 Approved
Chandler	2017/9025	70 Mount View Road BORONIA VIC 3155	Pruning of one (1) Leyland Cypress tree	7/03/2017 Approved
Chandler	2017/9027	2/41 Harcourt Road BORONIA VIC 3155	Removal of 1 Tree (Eucalyptus robusta)	9/03/2017 Approved
Chandler	2017/9038	2/432 Dorset Road BORONIA VIC 3155	The pruning of one Brachychiton spp. (Bottle tree)	28/03/2017 Approved
Chandler	2017/9033	6 The Grove BORONIA VIC 3155	Removal of one Corymbia ficifolia	22/03/2017 Approved
Chandler	2017/6132	2 Dorrigo Drive BORONIA VIC 3155	Removal of one Eucalyptus viminalis and the pruning of one Eucalyptus viminalis	16/03/2017 Approved
Chandler	2016/6786	3 Brown Street BORONIA VIC 3155	The construction of a single storey dwelling and removal of associated vegetation	23/03/2017 Approved

Ward	No/Type	Address	Description	Decision
Collier	2017/9022	7 Cheviot Close WANTIRNA VIC 3152	Two (2) lot subdivision	2/03/2017 Approved
Collier	2016/6715	27 Gresford Road WANTIRNA VIC 3152	Development of the land for two (2) double storey dwellings	15/03/2017 Approved
Dinsdale	2016/6912	Nursing Home 31 Elizabeth Street BAYSWATER VIC 3153	Alterations and additions to existing aged care facility	14/03/2017 Approved
Dinsdale	2017/9037	1/25 Stud Road, BAYSWATER VIC 3153	Buildings and works for a first floor office	31/03/2017 Approved
Dobson	2016/6867	31 The Crescent FERNTREE GULLY VIC 3156	Construction of a two storey dwelling and associated buildings and works	1/03/2017 Approved
Dobson	2017/6047	13 Alexandra Street UPPER FERNTREE GULLY VIC 3156	Buildings and works for a dwelling addition	3/03/2017 Approved
Dobson	2017/6035	33 Mount View Road UPPER FERNTREE GULLY VIC 3156	Dwelling addition, alfresco area, carport and garage	9/03/2017 Approved
Dobson	2017/9026	17 McGuigan Grove FERNTREE GULLY VIC 3156	Removal of one Leyland Cypress tree	6/03/2017 Approved
Dobson	2016/6457	1143 Burwood Highway FERNTREE GULLY VIC 3156	Development of the land for four (4) double storey dwellings and creation of access to a Category 1 Road	15/03/2017 Approved
Dobson	2017/6074	45 Willow Road UPPER FERNTREE GULLY VIC 3156	Buildings and works (alterations and additions to existing dwelling)	20/03/2017 Approved
Dobson	2016/6900	27 Blackwood Park Road FERNTREE GULLY VIC 3156	Development of the land for a double storey dwelling and the removal of vegetation	30/03/2017 Approved
Dobson	2017/9032	11 Old Belgrave Road UPPER FERNTREE GULLY VIC 3156	Removal of One Blue Gum Tree	23/03/2017 Approved
Dobson	2016/6819	15 Hutton Avenue FERNTREE GULLY VIC 3156	Development of the land for two single storey dwellings, vegetation removal and a two lot subdivision.	28/03/2017 Notice of Decision
Dobson	2016/6326	31 Glenfern Road FERNTREE GULLY VIC 3156	Use and construction of a child care centre, car parking reduction and vegetation removal	17/03/2017 Refused
Dobson	2017/9028	CB234 Community House 22 Willow Road UPPER FERNTREE GULLY VIC 3156	Buildings and works in a Heritage Overlay	17/03/2017 Approved
Dobson	2016/6718	103 Glenfern Road FERNTREE GULLY VIC 3156	Buildings and works (construction of a shed)	23/03/2017 Approved

<b>Ward</b>	<b>No/Type</b>	<b>Address</b>	<b>Description</b>	<b>Decision</b>
Dobson	2017/6051	42 Sherwood Way LYSTERFIELD VIC 3156	Buildings and works (construction of a dwelling)	22/03/2017 Approved
Dobson	2017/9035	19 The Glen FERNTREE GULLY VIC 3156	Removal of one tree	23/03/2017 Approved
Dobson	2017/9039	30 Mont Albert Road FERNTREE GULLY VIC 3156	Removal of one Eucalyptus ovata	29/03/2017 Approved
Dobson	2016/6925	1st Floor 2/1057 Burwood Highway, FERNTREE GULLY VIC 3156	Change of use - Indoor sports and recreation facility (Dance and Cheerleading Studio)	20/03/2017 Notice of Decision
Dobson	2017/6097	962 Burwood Highway, Ferntree Gully	Installation of advertising signage	31/03/2017 Approved
Friberg	2017/6071	11 Elton Road FERNTREE GULLY VIC 3156	2 lot subdivision (Approved Unit Site)	1/03/2017 Approved
Friberg	2015/6919	17 Rickards Avenue KNOXFIELD VIC 3180	Removal of part drainage and sewerage easement E- 1	3/03/2017 Approved
Friberg	2016/6880	1852 Ferntree Gully Road & 10 Adele Avenue FERNTREE GULLY VIC 3156	Thirteen lot subdivision (Approved Unit Site)	3/03/2017 Approved
Friberg	2017/9016	4 Coromandel Crescent South KNOXFIELD VIC 3180	Two lot subdivision	9/03/2017 Approved
Friberg	2016/6607	19 Mountain Gate Drive FERNTREE GULLY VIC 3156	The construction of two (2) double storey dwellings on the land	22/03/2017 Approved
Friberg	2016/6737	7 Gaydon Street FERNTREE GULLY VIC 3156	Development of the land for two (2) dwellings (1 single storey and 1 double storey)	20/03/2017 Notice of Decision
Friberg	2017/9036	1/40 Kathryn Road KNOXFIELD VIC 3180	Removal of one Corymbia maculata (Spotted Gum)	27/03/2017 Refused
Scott	2017/9012	14 Wolf Street WANTIRNA SOUTH VIC 3152	Develop the land for the construction of a one (1) dwelling in a Special Building Overlay	20/03/2017 Approved
Scott	2016/6578	20 Philip Road KNOXFIELD VIC 3180	Development of a double storey dwelling to the rear of the existing dwelling	28/03/2017 Notice of Decision
Taylor	2016/6366	5 Tarwin Court ROWVILLE VIC 3178	Development of a double storey dwelling to the rear of the existing dwelling and second storey extension to the existing dwelling	2/03/2017 Notice of Decision
Taylor	2016/6559	10 Provence Rise LYSTERFIELD VIC 3156	Development of the land for a double storey dwelling	16/03/2017 Approved

<b>Ward</b>	<b>No/Type</b>	<b>Address</b>	<b>Description</b>	<b>Decision</b>
Tirhatuan	2016/6845	33 Avalon Road ROWVILLE VIC 3178	Three (3) lot subdivision (Approved Unit Site)	2/03/2017 Approved
Tirhatuan	2016/6769	711 Stud Road SCORESBY VIC 3179	The construction of six (6) triple storey dwellings and alteration of access to a road zone category 1	3/03/2017 Notice of Decision
Tirhatuan	2017/6038	7/1488 Ferntree Gully Road KNOXFIELD VIC 3180	The erection of two (2) business identification signs	15/03/2017 Approved
Tirhatuan	2016/6844	3/5 Kelletts Road ROWVILLE VIC 3178	Change of Use (dance studio)	15/03/2017 Notice of Decision
Tirhatuan	2017/6105	2 Leigh Court SCORESBY VIC 3179	Two lot subdivision (Approved Unit Development)	9/03/2017 Approved
Tirhatuan	2017/9034	13 Tetragona Quadrant ROWVILLE VIC 3178	Remove one tree	22/03/2017 Approved
Tirhatuan	2017/9030	29 George Street SCORESBY VIC 3179	Two lot subdivision	20/03/2017 Approved

**Total: 55**

## COLLIER WARD

## 6.2 APPLICATION FOR THE CONSTRUCTION OF FOUR (4) DOUBLE STOREY DWELLINGS AT 7 MINT STREET, WANTIRNA (Application No. P/2016/6624)

### 1. SUMMARY:

<b>Land:</b>	7 Mint Street, Wantirna
<b>Applicant:</b>	Petridis Cornetta Architects
<b>Proposed Development:</b>	Construction of four (4) double storey dwellings
<b>Existing Land Use:</b>	Residential
<b>Area/Density:</b>	987m <sup>2</sup> /1:246m <sup>2</sup>
<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>	7 September 2016
<b>Objections:</b>	13
<b>PCC Meeting:</b>	21 February 2017

#### **Assessment:**

*An application for review of Council's failure to make a decision within the prescribed timeframes of the Planning and Environment Act 1987 has been lodged with the Victorian Civil and Administrative Tribunal.*

*It is considered that the proposal does not respect the existing or preferred neighbourhood character for the area and is inconsistent with the outcomes sought for the Knox Neighbourhood areas.*

*The proposal is inconsistent with the Municipal Strategic Statement (MSS) and Council's Development in Residential Areas and Neighbourhood Character Policy. The proposal is also non-compliant with ResCode Standards, particularly neighbourhood character and residential policy.*

*The proposal does not achieve the purpose of the General Residential Zone - Schedule 2 to respect existing or preferred neighbourhood character.*

*On balance it is considered that the proposal does not respond well to State and Local Planning Policies. If Council were in a position to decide on the application, it is recommended that a Notice of Decision to Refuse to Grant a Planning Permit would have been issued.*

## **6.2 7 Mint Street, Wantirna (cont'd)**

### **2. BACKGROUND**

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

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

- The subject site is located on the south-western corner of Mint Street and Toni Court, in Wantirna. The corner site is rectangular, with a frontage to Mint Street of 22.96 metres, a corner splay of 5.82 metres, a frontage to Toni Court of 38.9 metres and length of 19.22 metres along the western boundary. The total site area is 987m<sup>2</sup>.
- The subject site currently contains a single storey brick dwelling and attached carport, with a detached garage and shed to the rear of the dwelling. Vehicle access is via a single crossover on the western boundary of Mint Street.
- The subject site and surrounds are located within an established residential area, predominately single storey, with generous landscaped setbacks to the front, side and rear of dwellings.
- The front yard contains established vegetation including mature exotic trees. A prominent feature of the area are the exotic street trees, which line the surrounding streets. Two established street trees exist along the Toni Court frontage, and one established street tree exists on the Mint Court frontage. There are also two recently planted street trees, of the same species, on the Toni Court frontage.

#### **2.2 The Proposal**

(Refer to attached plans at Appendix B)

The proposal seeks permission for the construction of four (4) double storey dwellings. Details are as follows:

- The maximum building height is 7.6 metres.
- Dwellings 1 and 2 are attached, fronting Mint Street and setback a minimum 7.8 metres. Dwellings 3 and 4 are attached, fronting Toni Court and are setback a minimum 4.5 metres.
- All dwellings are provided with a single garage or carport and tandem car space. Dwelling 1 will utilise the existing crossover on Mint Street, while Dwelling 2 will be provided with a new crossover centrally located on Mint Street. Dwellings 3 and 4 will be provided with a new crossover to each dwelling via Toni Court.



## 6.2 7 Mint Street, Wantirna (cont'd)

- All dwellings contain a bedroom, open kitchen, dining and living, bathroom and laundry at ground level, with two (2) bedrooms, two (2) bathrooms and rumpus/landing at first floor.
- Private open space has been provided at ground level for each dwelling, with convenient access from the combined living/dining room. The private open space to Dwellings 1 and 2 has a northern orientation, is located to the rear of the dwellings, and abuts Dwelling 3. The private open space to Dwellings 3 and 4 has a southern orientation.
- The dwellings are to be constructed with face brickwork at ground level, light weight cladding to first floors and pitched, tiled roofs.
- Existing vegetation within the frontage is nominated to be retained, including the two street trees on Toni Court. The street tree on Mint Street is shown to be removed to facilitate the centrally located crossover.

## **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. Thirteen (13) objections to the application were received, and are summarised below:

Single garage is inadequate for each dwelling

- *The car parking requirements at Clause 52.06 of the Knox Planning Scheme require two (2) car parking spaces for a dwelling with three (3) or more bedrooms, with one (1) car space to be undercover. Each dwelling is provided with a single garage and tandem car space. This complies with Clause 52.06 of the Knox Planning Scheme.*

Traffic and parking congestion

- *Council's Traffic Engineers have not raised any concern with traffic generation. It is considered that the surrounding street network can absorb the additional traffic generated by the proposed development.*
- *The proposal has provided the parking requirement in accordance with Clause 52.06 of the Knox Planning Scheme. It is not expected that the proposal would result in parking congestion.*

**6.2 7 Mint Street, Wantirna (cont'd)**

## Overdevelopment

- *The proposal is considered to be an overdevelopment of the land.*

## Safety

- *There are no safety concerns with the proposed development.*

## Setbacks to boundaries are inadequate

- *While setbacks to boundaries comply with the ResCode Standard, from a neighbourhood character perspective and respecting the prevailing scale of buildings within the street, the proposed setbacks to boundaries are inadequate.*

## Loss of property value

- *This is not a valid objection ground.*

## Neighbourhood character

- *The proposal does not respect the existing or preferred neighbourhood character for the area. This is discussed further at Section 4.2 of the report.*

## Visual bulk

- *From a streetscape perspective and respecting existing or preferred neighbourhood character, the scale of the proposal is considered to be visually bulky.*

## Loss of daylight

- *The proposal complies with ResCode Standards B19 (Daylight to Existing Windows) and B21 (Overshadowing open space objective).*

## Loss of views

- *There are no controls within the Knox Planning Scheme that would protect views that rely on views across the subject site, and insofar as double storey development is proposed within a typical residential environment, there are no views that would be unreasonably impacted upon.*

## Increase in noise

- *Any increase in noise would be residential in nature and is not expected to be unreasonable in a residential context.*

## 6.2 7 Mint Street, Wantirna (cont'd)

### Construction noise and traffic

- *It is expected that during construction there will be a temporary increase in noise and traffic. Standard conditions on any permit to issue will require that any off-site amenity impacts are managed appropriately. Construction noise and hours are also governed by Environmental Protection Authority regulations.*

### Impact on existing infrastructure

- *There is nothing to suggest that existing infrastructure within this area is not capable of absorbing additional growth.*
- *In relation to the existing stormwater system, a condition on any permit to issue would require that stormwater flows are detained on site to peak pre-development flows, before being released into the system so as not to overload the existing stormwater system.*

### Increase in number of people living in a court/overcrowding

- *An increase in the number of people living in an area is projected within State Planning Policies contained in the Planning Scheme, as additional housing needs to be accommodated within existing residential areas to cater for a rising population.*

### Lack of diversity

- *Although all dwellings are provided with three (3) bedrooms, the development proposes alternative forms of housing styles and sizes to cater for the changing needs of the community.*

### Location of waste bins on the street

- *There is adequate area within the road reserve for the placement of bins for the proposed dwellings.*

### Removal of street trees

- *The proposal will result in the removal of all established street trees within the road reserve abutting the subject site. This is considered a poor design responsive and is not site responsive, as the consistent street tree planting within the estate contributes significantly to the existing neighbourhood character of the surrounding area.*

## 6.2 7 Mint Street, Wantirna (cont'd)

### 3.2 Planning Consultative Committee Meeting

A Planning Consultative Committee (PCC) Meeting was held at the Civic Centre on 21 February 2017. Fourteen (14) people signed the attendance sheet at the meeting. Objectors expressed the following main concerns with the proposal:

- Traffic and parking congestion, including access to emergency vehicles.
- The proposal will create unacceptable safety concerns.
- The proposal does not meet the 2015 Design Guidelines (Amendment C131).
- The proposal is not consistent with neighbourhood character.

There were no negotiated outcomes at the conclusion of the meeting.

### 3.3 Referrals

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

#### Traffic Engineer

- *Crossovers must be located 3m clear of street trees and 1m clear of all other assets within the road reserve. The crossovers for Dwellings 2 & 3 are both within 3m of street trees.*
- *The plans have shown parking along the street frontage. Parking is not permitted within 10m of the intersection and cars shown parked in these locations should be removed from the plans.*
- *Standard conditions to be included on any permit to issue.*

#### Drainage Engineer

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

#### Arborist

- *The *Pittosporum eugenioides variegatum* (Tree 7) has been shown to be retained, this tree/large shrub needs to be removed as the structure is very poor, the proposed driveway is inside the structural root zone (SRZ) and the encroachment into the tree protection zone (TPZ) is greater than 10% and the tree does not have a good long term useful life expectancy.*

## 6.2 7 Mint Street, Wantirna (cont'd)

- *The Waterhousea floribunda (Tree 8) has been shown to be retained, this tree can only be retained if the proposed driveway is in the same footprint of the existing driveway and re-laid at grade with no excavation, otherwise this tree will need to be removed. The proposed path leading from the entrance door of Dwelling 1 cannot occur as it encroaches into the SRZ and the TPZ of this tree. The path needs to take the shortest route to the driveway. If the existing driveway is in the same envelope as of the new proposed driveway then it will need to be constructed of a porous/permeable material.*
- *The Betula pendula (Tree 9) can only be retained if the proposed driveway is in the same envelope of the existing driveway, if not then this tree will need to be removed. If the existing driveway is in the same envelope as the new proposed driveway then it will need to be constructed of a porous/permeable material.*
- *No vegetation on neighbouring properties will be affected.*

### Assets

- *Street trees are too close to the crossovers to Dwellings 2, 3 and 4. The existing side entry pit will need to be converted into a grated pit in Toni Court.*

### Sustainability Officer

- *The Sustainable Design Assessment meets Council's requirements and can be approved.*

### Parks Services

- *Trees 1 is within 3 metres of the proposed cross-over and cannot remain within this design. The tree can be removed at cost to the applicant of \$3,788.22.*
- *Tree 2 is within 3 metres of the proposed crossover and cannot remain within this design. The tree can be removed at cost to the applicant of \$6,581.91. It would be desirable to retain this tree.*
- *Trees 3 & 4 can be retained within this design.*
- *Tree 5 is within 3 metres of the proposed crossover and cannot remain within this design. The tree can be removed at cost to the applicant of \$1,276.02.*

## 6.2 7 Mint Street, Wantirna (cont'd)

### **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**

##### **General Residential 2 Zone**

The land is zoned General Residential Zone – Schedule 2. A permit is required for the construction two or more dwellings on the land pursuant to Clause 32.08-4 of the General Residential Zone – Schedule 2.

- *The proposal is inconsistent with the purpose of the General Residential Zone. While the proposal will contribute to housing diversity, the design does not respect the existing or preferred neighbourhood character and will result in a built form that is inconsistent with the outcomes sought by Clause 22.07.*

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.*

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 80m<sup>2</sup> of private open space, including a minimum 60m<sup>2</sup> of secluded open space with a minimum dimension of 5 metres.*

## 6.2 7 Mint Street, Wantirna (cont'd)

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 7.6 metres.*

### 4.1.2 Overlays

The land is not affected by any Overlays.

## 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.

- *It is considered that the proposed development will not make a positive contribution to the surrounding area or streetscape, with built form considered to be inappropriate in form and scale. At ground floor, the dwellings are attached along both frontages and built to side boundaries, with minor separation at ground level. This is compounded at first floor, with none or minimal separation, and large upper floors that have not been significantly setback from ground floor levels. The proposal will also result in the removal of three established street trees, which contribute heavily to the leafy green character of this particular estate.*

## 6.2 7 Mint Street, Wantirna (cont'd)

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.*
- *Council's Sustainability Officer has advised that the submitted Sustainable Design Assessment meets Council's requirements. A condition on any permit to issue will require the development to be constructed in accordance with the approved Sustainable Design Assessment.*

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 three bedroom dwellings with smaller open space areas than typical for the area, contributing to house choice.*
- *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.*
- *Location – The land is not located in an Activity Centre or Local Living area, where housing growth is to be directed. The proposal to construct four (4) double storey dwellings does not make a positive contribution to the character of the area and therefore is not supported. Refer to the assessment against Council's Development in Residential Areas and Neighbourhood Character Policy at Section 4.2.2 below.*



## 6.2 7 Mint Street, Wantirna (cont'd)

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

- *The site is located 360 metres walking distance of Wantirna Road, which is serviced by Bus Route 901.*
- *Bus Route No. 901 from Frankston to Melbourne Airport via Dandenong Station, Knox City, Ringwood, Blackburn, Greensborough, South Morang, Epping and Broadmeadows Stations. Buses service to nearest bus stop at 15-minute intervals between 5:00am and 11:50pm Monday to Friday, between 6:00am and 1:10am Saturdays, and between 7:00am and 9:30pm on Sundays at 30-minute intervals.*

### 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.*
- *Council's Sustainability Officer has advised that the submitted Sustainable Design Assessment meets Council's requirements. A condition on any permit to issue will require the development to be constructed in accordance with the approved Sustainable Design Assessment.*

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 does not respect the existing or preferred neighbourhood character and is inconsistent with the requirements of the MSS.*

## 6.2 7 Mint Street, Wantirna (cont'd)

- *An assessment against Council's Development in Residential Areas and Neighbourhood Character Policy (Clause 22.07) is below. While the development meets the private open space requirements and provides opportunities for meaningful landscaping, the built form outcome and intensity of the development is inconsistent with Clause 22.07. The proposed development would also result in the removal of the established street trees, which contribute significantly to the streetscape character of the area.*

Clause 21.05 – Housing This clause implements the *Knox Housing Strategy 2015*. In managing Knox's current and future housing needs, Council supports a scaled approach to residential development. This scaled approach recognises that some parts of the City will need to accommodate change, due to population growth and the community's changing household needs. Development in residential areas will need to respond positively to the desired future character of 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 2015*, 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 or Local Living area, which housing growth is to be directed. The site is identified in the Housing Framework Map to be in within a "Knox Neighbourhood Area" where low-scale residential development that contributes to the green and leafy character of the area is encouraged. The built form outcome does not achieve a low-scale residential development that would contribute positively to the existing or preferred neighbourhood character of the area, with attached ground and first floors, with minimal separation, and construction to boundaries. The proposal would also result in the removal of all significant street trees, which contribute significantly to the green and leafy character of the area.*

## 6.2 7 Mint Street, Wantirna (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 would provide residents with alternative forms of housing styles and sizes to cater for the changing needs of the community.*

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

- *The built form outcome does not achieve a low-scale residential development that would contribute positively to the existing or preferred neighbourhood character of the area, with attached ground and first floors, with minimal separation. The proposal would also result in the removal of all significant street trees, which contribute significantly to the green and leafy character of the area. The proposal is not considered to be site responsive.*

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

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 proposal would result in the removal of established street trees, which are significant within the surrounding area, contributing to the streetscape character of the area.*
- *The development provides for dwellings with smaller private open space areas than typical for the surrounding area, and all dwellings have services and a bedroom at ground level to improve accessibility for residents with reduced mobility.*

## 6.2 7 Mint Street, Wantirna (cont'd)

### 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.
- 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 proposal to construct two pairs of attached double storey dwellings, with one pair fronting each street and constructed to each boundary, with minimal setbacks at first floor, results in buildings that will dominate the streetscape. The built form outcome is considered to be unreasonable and inconsistent with the existing or preferred neighbourhood character.*

To avoid the loss of front and rear garden space.

- *Dwellings are setback from the side and rear boundaries and provide 80m<sup>2</sup> of open space, which will ensure adequate areas 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 80 m<sup>2</sup> of open space and the setbacks and open space areas will accommodate new canopy tree planting.*

## 6.2 7 Mint Street, Wantirna (cont'd)

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

- *The proposed buildings do not reflect the prevailing scale of buildings in the street. The built form is attached at ground and first floor, built to boundaries, with minimal separation at first floor. The scale of the proposal is inconsistent with the existing or preferred neighbourhood character and would create a built form that is incongruous for the Knox Neighbourhood area.*

### 4.3 Particular Provisions

#### Clause 52.06 – Car Parking

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

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

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

- *Each dwelling is provided with a single garage and tandem car space.*
- *Visitor parking is not required.*
- *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 – *Can comply subject to conditions on any permit to issue. The crossovers and accessways scale at 2.6 metres wide and would need to be 3 metres wide. This affects the setback of the proposed crossovers to existing street trees, and would result in the removal of the two street trees within the Toni Court road reserve, as the setback of the crossover would be less than 3 metres from the trees.*

## **6.2 7 Mint Street, Wantirna (cont'd)**

Design Standard 2: Car Parking Spaces – *Can comply subject to a condition on any permit to issue that requires the tandem space to be a minimum 5.4 metres in length.*

Design Standard 3: Gradients – *Complies.*

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 – *Does not comply, refer to Section 4.2.2 above.*

Residential Policy – *Does not comply. The proposed development is not provided in accordance with policy for housing contained in the State and Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.*

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.*

Building Height – *Complies.*

Site Cover/Permeability – *Complies.*

Energy Efficiency – *Complies.*

Open Space – *Complies.*

Safety – *Complies.*

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

Access – *Complies.*

## **6.2 7 Mint Street, Wantirna (cont'd)**

Parking Location – *Complies.*

### Amenity Impacts

Side and rear setbacks – *Complies.*

Walls on boundaries – *Complies.*

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

Overshadowing open space – *Complies.*

Overlooking – *Complies.*

Internal views – *Complies.*

Noise Impacts – *Complies.*

### 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.*

Site Services – *Complies subject to a condition that would require 6 cubic square metres of storage to Dwellings 1 and 2. Storage for the dwellings is shown under the stairs, the area and clearance will need to be clearly shown on the plans.*

Front fence – *Complies.*

## **4.5 General Decision Guidelines**

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

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

**6.2 7 Mint Street, Wantirna (cont'd)****5. CONCLUSION**

Clause 10.04 of the Knox Planning Scheme requires Council to balance relative policy objectives when making decisions to ensure resulting development is sustainable and achieves a net community gain. In this context, the development is not appropriate given the following:

- *The development is inconsistent with the outcomes and strategies for the Knox Neighbourhood Area as identified in Clause 21.05 (Municipal Strategic Statement).*
- *The proposal does not comply with the purpose of the General Residential Zone - Schedule 2 as the development does not respect the existing or preferred neighbourhood character.*
- *The proposal is inconsistent with Council's Development in Residential Areas and Neighbourhood Character Policy (Clause 22.07 of the Knox Planning Scheme) in that the built form will be dominant within the streetscape and the scale of buildings does not respect the existing prevailing scale of buildings in the street.*
- *The proposal will result in the removal of all significant street trees within the adjoining road reserve, which contribute significantly to the streetscape character of the surrounding area.*
- *The proposal does not achieve the neighbourhood character objectives sought by Clause 55.02-1 and the residential policy objectives sought by Clause 55.02-2 (ResCode).*
- *The development is inconsistent with State and Local Planning Policy Framework (including the Municipal Strategic Statement).*
- *The development is compliant with Clause 52.06 (Car Parking) subject to conditions on any permit to issue.*

**6. CONFIDENTIALITY**

There are no confidentiality issues associated with this report.



**6.2 7 Mint Street, Wantirna (cont'd)****RECOMMENDATION**

That Council resolve that:

If Council were in a position to decide on the application that a Notice of Decision to Refuse to grant a Planning Permit be issued for the construction of four (4) double storey dwellings at 7 Mint Street, Wantirna, subject to the following grounds of refusal:

1. The built form of the proposed development is inconsistent with the requirements of Clause 15.01-2 (Urban environment), Clause 21.04 (Urban Design), Clause 21.05 (Housing) and Clause 22.07 (Neighbourhood Character) of the Knox Planning Scheme as the proposal fails to achieve architectural and urban design outcomes that respect the existing or preferred neighbourhood character of the surrounding area.
2. The proposal is inconsistent with the purpose of the General Residential 2 Zone.
3. Non-compliance with the following objectives of Clause 55 of the Scheme as follows:
  - 3.1. Neighbourhood character objectives at Clause 55.02-1 of Knox Planning Scheme as the development is not respectful of the existing or preferred neighbourhood character.
  - 3.2. Residential policy objective at Clause 55.02-2 of Knox Planning Scheme as the development is in not provided in accordance with policy for housing contained in the State and Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
4. The proposal would result in the removal of all significant street trees within the road reserve abutting the subject site, which contribute significantly to the streetscape character of the area.
5. The proposal is an overdevelopment of the site in the context of the planning controls affecting the land and the existing and preferred neighbourhood character.

**COUNCIL RESOLUTION**

MOVED: CR. TAYLOR  
SECONDED: CR. SEYMOUR

That the recommendation be adopted.

CARRIED



**Knox City Council**  
REPORT APPENDIX: A

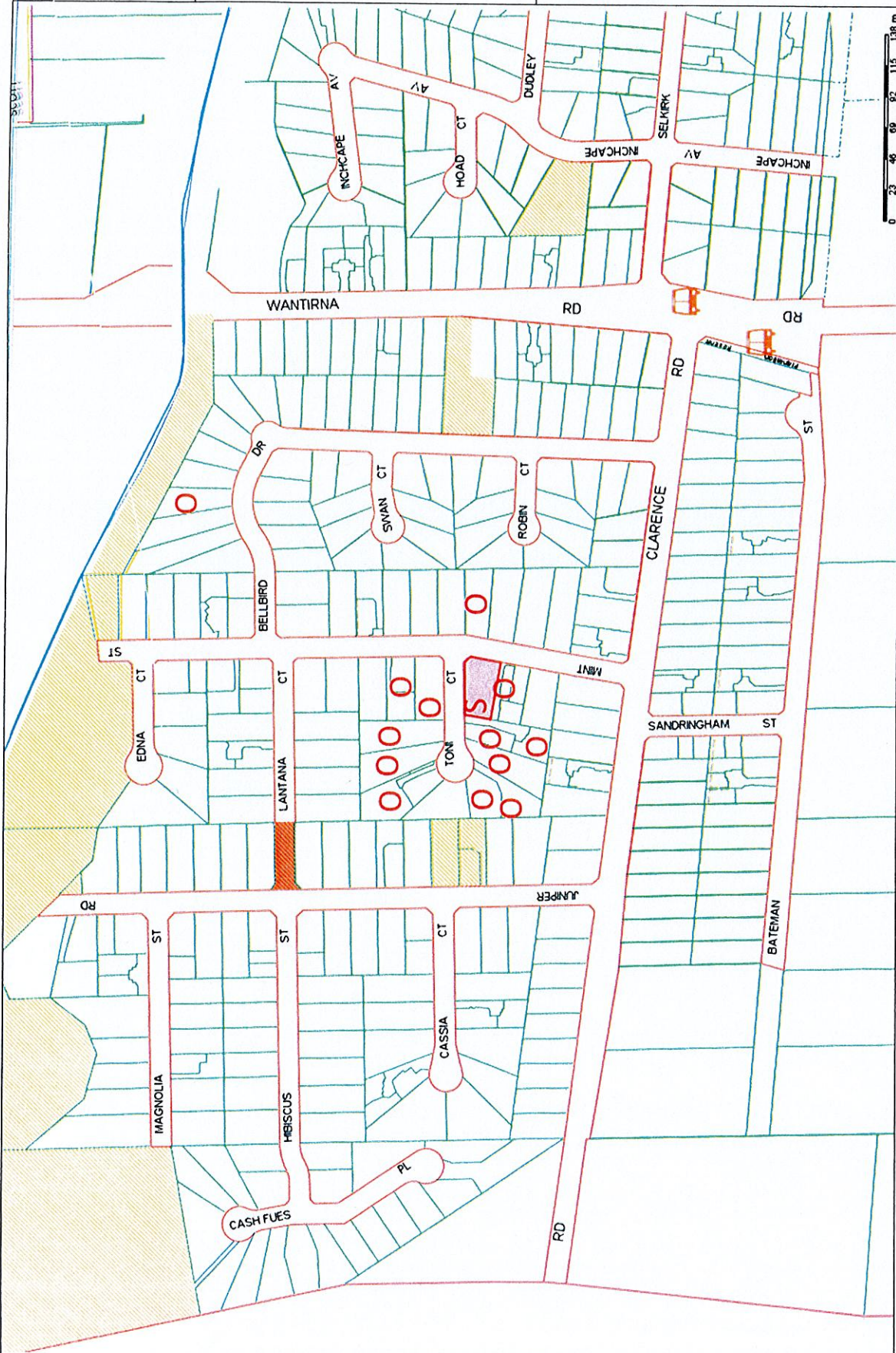
<b>Property - Address</b>	7 Mint Street, WANTIRNA
<b>Application Number</b>	P/2016/6624
<b>Description</b>	Development of the land for four (4) double storey dwellings
<b>Wardname</b>	Collier

**LEGEND:**

- Title 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



Scale: 1:3000



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

1. Whilst every endeavor has been made to ensure that the mapping information is current and accurate, no responsibility or liability is taken by Knox City Council or any of the above organizations in respect to inaccuracies, 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.
3. This print contains information from Vicmap Property (Copyright State of Victoria). The State of Victoria does not warrant the accuracy or completeness of information in this product. Any person using or relying on this information does so on the basis that the State of Victoria shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information.
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.



**Property - Address**  
7 Mint Street,  
WANTIRNA

**Application Number**  
P/2016/6624

**Description**  
Development of  
the land for  
four (4) double  
storey dwellings

**Wardname**  
Collier

**LEGEND:**

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



Scale: 1:3000



**DISCLAIMER:**

- Roads and Title Boundaries - State of Victoria, Knox City Council
  - Planning Scheme Information - DPCD, Knox City Council
  - Aerial Photography - AAM (Flown January 2013 - unless otherwise stated)
  - Melbourne Water Drainage Information - Melbourne Water
1. Whilst every endeavor has been made to ensure that the mapping information is current and accurate, no responsibility or liability is taken by Knox City Council or any of the above organizations in respect to inaccuracy, errors, omissions or for actions based on the 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.
  3. This print contains information from Vicmap Property (Copyright State of Victoria). The State of Victoria does not warrant the accuracy or completeness of information in this product. Any person using or relying on this information does so on the basis that the State of Victoria shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information.
  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.

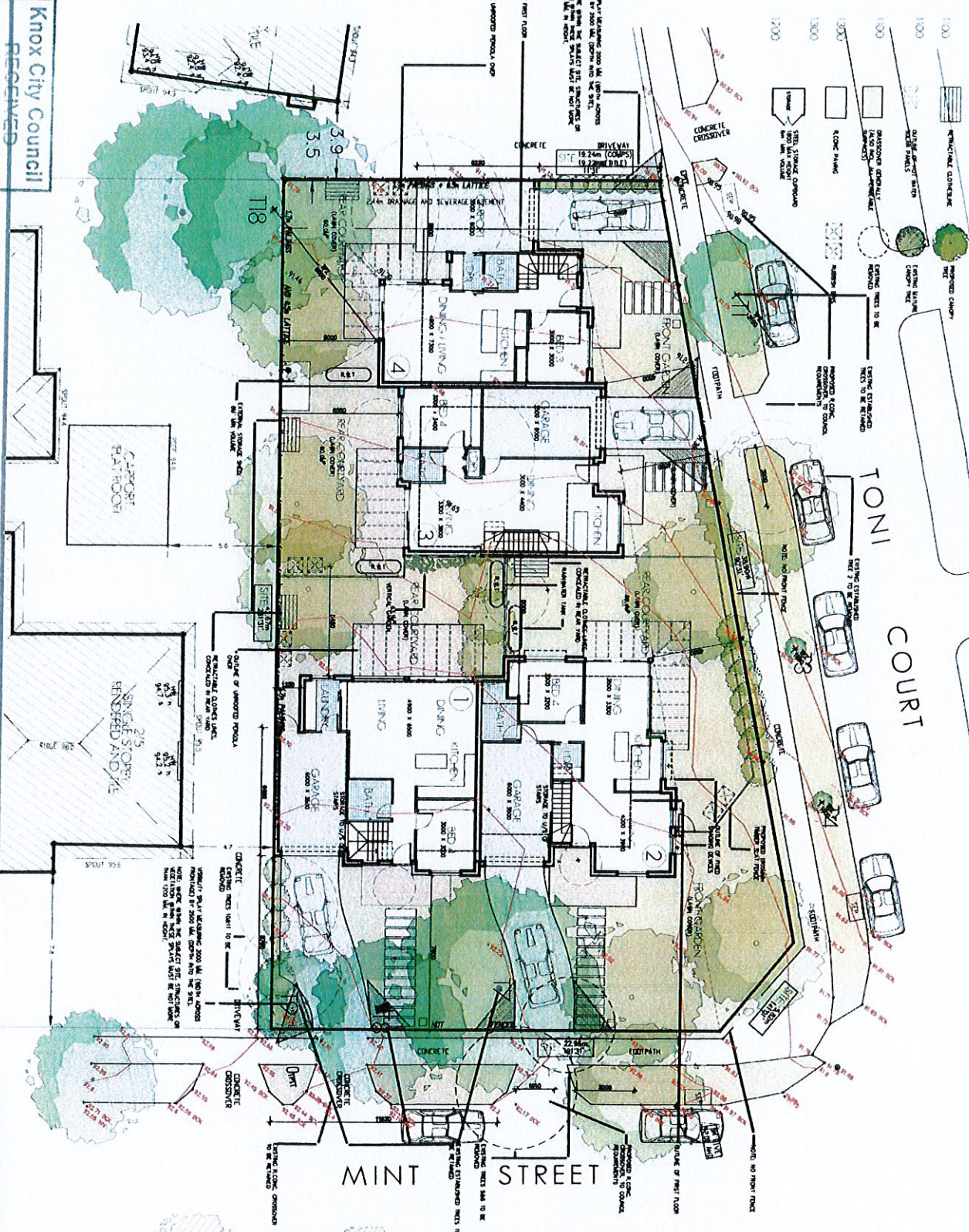
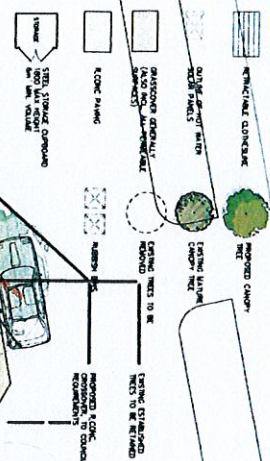
# DRAWING SCHEDULE

TR-01	GROUND FLOOR PLAN AND AREA ANALYSIS	1:00
TR-02	FIRST FLOOR PLAN AND LANDSCAPE NOTES	1:00
IP-03	RELATIONS	1:00
IP-03	COLORS MATERIALS AND FINISHES SCHEDULE	1:00
TR-04	DETAILED SITE ANALYSIS - NEIGHBOURHOOD AND SITE DESCRIPTION	1:00
TR-05	DETAILED SITE ANALYSIS - DESIGN RESPONSE PLAN	1:00
TR-06	DETAILED SHADOW ANALYSIS - 9:00AM - 12:00PM - 21/09/2016	1:00

# AREA ANALYSIS

NO.	DESCRIPTION	AREA (SQ M)	PERCENTAGE
<b>DRAWING 1</b>			
1.01	OVERALL BUILDING AREA	144.0	100%
1.02	RESIDENTIAL COVERAGE	107.0	74%
1.03	VEGETATION PLANTING AREA	37.0	26%
1.04	PERMITTED SITE AREA	128.0	89%
<b>DRAWING 2</b>			
2.01	CONCRETE	144.0	100%
2.02	CONCRETE CROSSOVER	144.0	100%
2.03	CONCRETE DRIVE	144.0	100%
2.04	CONCRETE PATIO	144.0	100%
2.05	CONCRETE TERRACE	144.0	100%
2.06	CONCRETE BALCONY	144.0	100%
2.07	CONCRETE STAIRS	144.0	100%
2.08	CONCRETE FLOORS	144.0	100%
2.09	CONCRETE ROOFS	144.0	100%
2.10	CONCRETE FOUNDATIONS	144.0	100%
2.11	CONCRETE CURBS	144.0	100%
2.12	CONCRETE WALLS	144.0	100%
2.13	CONCRETE SLABS	144.0	100%
2.14	CONCRETE BEAMS	144.0	100%
2.15	CONCRETE COLUMNS	144.0	100%
2.16	CONCRETE RAFTERS	144.0	100%
2.17	CONCRETE TRUSSES	144.0	100%
2.18	CONCRETE JOISTS	144.0	100%
2.19	CONCRETE DIMERS	144.0	100%
2.20	CONCRETE BRACKETS	144.0	100%
2.21	CONCRETE ANCHORS	144.0	100%
2.22	CONCRETE BOLTS	144.0	100%
2.23	CONCRETE WEDGES	144.0	100%
2.24	CONCRETE SPLICERS	144.0	100%
2.25	CONCRETE CHAIRS	144.0	100%
2.26	CONCRETE COVERS	144.0	100%
2.27	CONCRETE PROTECTORS	144.0	100%
2.28	CONCRETE BRUSHES	144.0	100%
2.29	CONCRETE TIES	144.0	100%
2.30	CONCRETE LIGATURES	144.0	100%
2.31	CONCRETE WELDS	144.0	100%
2.32	CONCRETE REINFORCEMENT	144.0	100%
2.33	CONCRETE CURING	144.0	100%
2.34	CONCRETE PROTECTION	144.0	100%
2.35	CONCRETE FINISHES	144.0	100%
2.36	CONCRETE COLOURS	144.0	100%
2.37	CONCRETE TEXTURES	144.0	100%
2.38	CONCRETE PATTERNS	144.0	100%
2.39	CONCRETE MARKINGS	144.0	100%
2.40	CONCRETE SIGNAGE	144.0	100%
2.41	CONCRETE LIGHTING	144.0	100%
2.42	CONCRETE FURNITURE	144.0	100%
2.43	CONCRETE PLANTING	144.0	100%
2.44	CONCRETE LANDSCAPING	144.0	100%
2.45	CONCRETE UTILITIES	144.0	100%
2.46	CONCRETE SERVICES	144.0	100%
2.47	CONCRETE INFRASTRUCTURE	144.0	100%
2.48	CONCRETE CONNECTIONS	144.0	100%
2.49	CONCRETE DETAILING	144.0	100%
2.50	CONCRETE CONSTRUCTION	144.0	100%

# LEGEND



RECEIVED  
Knox City Council  
- 7 NOV 2016  
PLANNING DEPARTMENT

7 MINT STREET, WANTIRNA  
DRAWING TITLE  
GROUND FLOOR PLAN AND AREA ANALYSIS  
PART 1 OF 2  
DATE: 27 NOVEMBER 2016  
SCALE: 1:100  
DRAWN BY: AYA M  
RESPONSE TO COUNCIL QUERIES

ALL LEVELS ARE TO  
AUSTRALIAN HEIGHT DATA



PETRIDIS  
LEVEL: 1, 173 JUPITER HILDBERG ROAD  
WANTIRNA VIC 3079  
Ph: 031 9 490 8826  
Fax: 031 9 490 8823  
Email: office@petridis.com.au

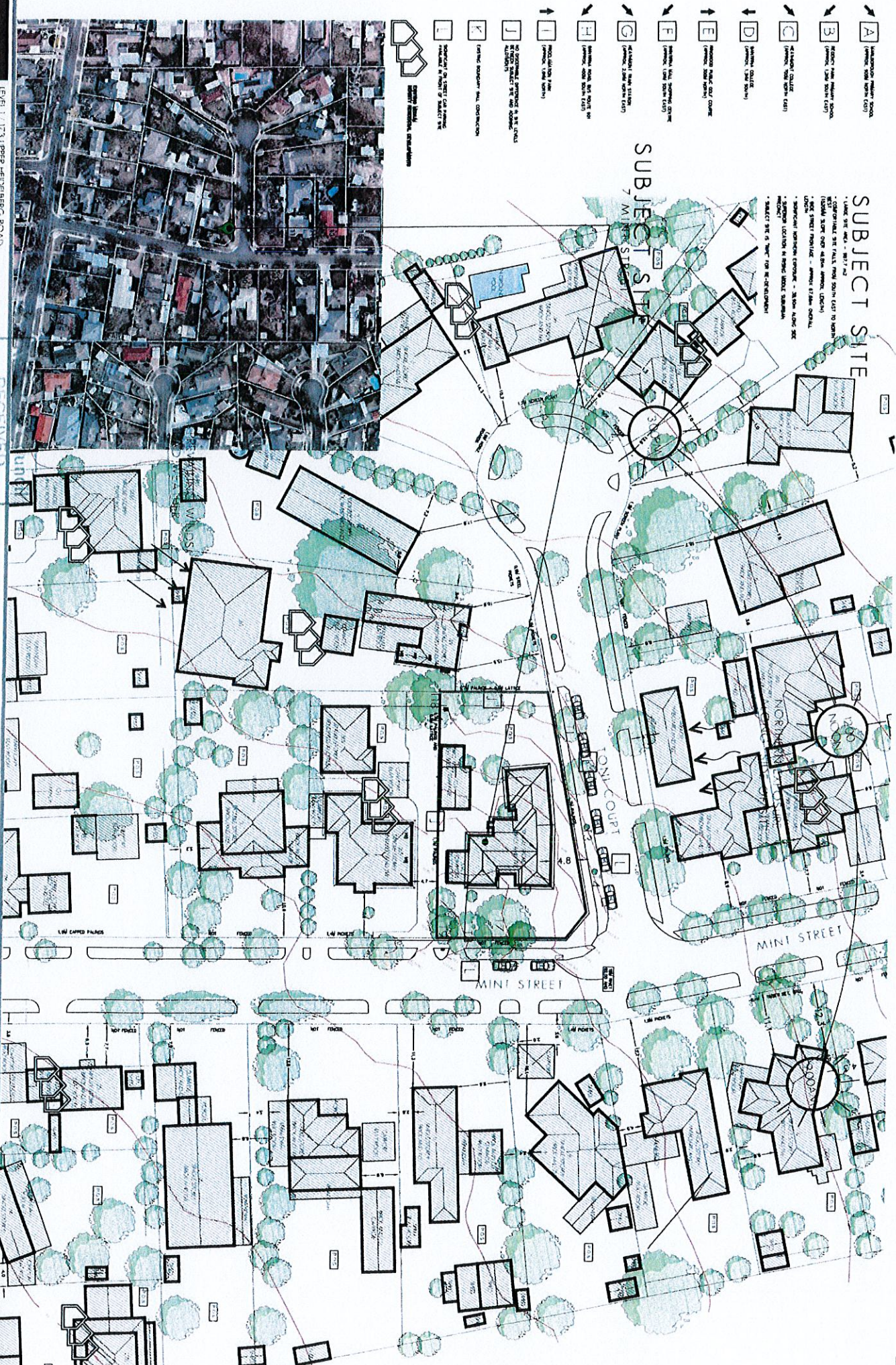




- A** EXISTING BUILDING FOOTPRINT (SHOWN IN LIGHT GREY)
- B** EXISTING ROAD DRIVEWAY (SHOWN IN LIGHT GREY)
- C** EXISTING DRIVEWAY (SHOWN IN LIGHT GREY)
- D** EXISTING DRIVEWAY (SHOWN IN LIGHT GREY)
- E** EXISTING DRIVEWAY (SHOWN IN LIGHT GREY)
- F** EXISTING DRIVEWAY (SHOWN IN LIGHT GREY)
- G** EXISTING DRIVEWAY (SHOWN IN LIGHT GREY)
- H** EXISTING DRIVEWAY (SHOWN IN LIGHT GREY)
- I** EXISTING DRIVEWAY (SHOWN IN LIGHT GREY)
- J** EXISTING DRIVEWAY (SHOWN IN LIGHT GREY)
- K** EXISTING DRIVEWAY (SHOWN IN LIGHT GREY)
- L** EXISTING DRIVEWAY (SHOWN IN LIGHT GREY)
- M** EXISTING DRIVEWAY (SHOWN IN LIGHT GREY)
- N** EXISTING DRIVEWAY (SHOWN IN LIGHT GREY)
- O** EXISTING DRIVEWAY (SHOWN IN LIGHT GREY)
- P** EXISTING DRIVEWAY (SHOWN IN LIGHT GREY)
- Q** EXISTING DRIVEWAY (SHOWN IN LIGHT GREY)
- R** EXISTING DRIVEWAY (SHOWN IN LIGHT GREY)
- S** EXISTING DRIVEWAY (SHOWN IN LIGHT GREY)
- T** EXISTING DRIVEWAY (SHOWN IN LIGHT GREY)
- U** EXISTING DRIVEWAY (SHOWN IN LIGHT GREY)
- V** EXISTING DRIVEWAY (SHOWN IN LIGHT GREY)
- W** EXISTING DRIVEWAY (SHOWN IN LIGHT GREY)
- X** EXISTING DRIVEWAY (SHOWN IN LIGHT GREY)
- Y** EXISTING DRIVEWAY (SHOWN IN LIGHT GREY)
- Z** EXISTING DRIVEWAY (SHOWN IN LIGHT GREY)

**SUBJECT SITE**

- LOTS 101 - 107/108
- COMPASS POINTS: EAST, SOUTH, WEST, NORTH
- LOT 101: 101/108 (101/108)
- LOT 102: 102/108 (102/108)
- LOT 103: 103/108 (103/108)
- LOT 104: 104/108 (104/108)
- LOT 105: 105/108 (105/108)
- LOT 106: 106/108 (106/108)
- LOT 107: 107/108 (107/108)
- LOT 108: 108/108 (108/108)
- LOT 109: 109/108 (109/108)
- LOT 110: 110/108 (110/108)
- LOT 111: 111/108 (111/108)
- LOT 112: 112/108 (112/108)
- LOT 113: 113/108 (113/108)
- LOT 114: 114/108 (114/108)
- LOT 115: 115/108 (115/108)
- LOT 116: 116/108 (116/108)
- LOT 117: 117/108 (117/108)
- LOT 118: 118/108 (118/108)
- LOT 119: 119/108 (119/108)
- LOT 120: 120/108 (120/108)
- LOT 121: 121/108 (121/108)
- LOT 122: 122/108 (122/108)
- LOT 123: 123/108 (123/108)
- LOT 124: 124/108 (124/108)
- LOT 125: 125/108 (125/108)
- LOT 126: 126/108 (126/108)
- LOT 127: 127/108 (127/108)
- LOT 128: 128/108 (128/108)
- LOT 129: 129/108 (129/108)
- LOT 130: 130/108 (130/108)
- LOT 131: 131/108 (131/108)
- LOT 132: 132/108 (132/108)
- LOT 133: 133/108 (133/108)
- LOT 134: 134/108 (134/108)
- LOT 135: 135/108 (135/108)
- LOT 136: 136/108 (136/108)
- LOT 137: 137/108 (137/108)
- LOT 138: 138/108 (138/108)
- LOT 139: 139/108 (139/108)
- LOT 140: 140/108 (140/108)
- LOT 141: 141/108 (141/108)
- LOT 142: 142/108 (142/108)
- LOT 143: 143/108 (143/108)
- LOT 144: 144/108 (144/108)
- LOT 145: 145/108 (145/108)
- LOT 146: 146/108 (146/108)
- LOT 147: 147/108 (147/108)
- LOT 148: 148/108 (148/108)
- LOT 149: 149/108 (149/108)
- LOT 150: 150/108 (150/108)
- LOT 151: 151/108 (151/108)
- LOT 152: 152/108 (152/108)
- LOT 153: 153/108 (153/108)
- LOT 154: 154/108 (154/108)
- LOT 155: 155/108 (155/108)
- LOT 156: 156/108 (156/108)
- LOT 157: 157/108 (157/108)
- LOT 158: 158/108 (158/108)
- LOT 159: 159/108 (159/108)
- LOT 160: 160/108 (160/108)
- LOT 161: 161/108 (161/108)
- LOT 162: 162/108 (162/108)
- LOT 163: 163/108 (163/108)
- LOT 164: 164/108 (164/108)
- LOT 165: 165/108 (165/108)
- LOT 166: 166/108 (166/108)
- LOT 167: 167/108 (167/108)
- LOT 168: 168/108 (168/108)
- LOT 169: 169/108 (169/108)
- LOT 170: 170/108 (170/108)
- LOT 171: 171/108 (171/108)
- LOT 172: 172/108 (172/108)
- LOT 173: 173/108 (173/108)
- LOT 174: 174/108 (174/108)
- LOT 175: 175/108 (175/108)
- LOT 176: 176/108 (176/108)
- LOT 177: 177/108 (177/108)
- LOT 178: 178/108 (178/108)
- LOT 179: 179/108 (179/108)
- LOT 180: 180/108 (180/108)
- LOT 181: 181/108 (181/108)
- LOT 182: 182/108 (182/108)
- LOT 183: 183/108 (183/108)
- LOT 184: 184/108 (184/108)
- LOT 185: 185/108 (185/108)
- LOT 186: 186/108 (186/108)
- LOT 187: 187/108 (187/108)
- LOT 188: 188/108 (188/108)
- LOT 189: 189/108 (189/108)
- LOT 190: 190/108 (190/108)
- LOT 191: 191/108 (191/108)
- LOT 192: 192/108 (192/108)
- LOT 193: 193/108 (193/108)
- LOT 194: 194/108 (194/108)
- LOT 195: 195/108 (195/108)
- LOT 196: 196/108 (196/108)
- LOT 197: 197/108 (197/108)
- LOT 198: 198/108 (198/108)
- LOT 199: 199/108 (199/108)
- LOT 200: 200/108 (200/108)



LEVEL 1: 173, UPPER HEIDELBERG ROAD  
WANTIRNA VIC 3079

**PETRIDIS**  
PH: 03 9499 8826  
FAX: 03 9499 8823  
EMAIL: office@petridisarchitect.com.au

RECEIVED  
- 7 NOV 2016  
PLANNING DEPARTMENT

7 MINT STREET, WANTIRNA  
DRAWING TITLE  
DETAILED SITE ANALYSIS - NEIGHBOURHOOD AND SITE DESCRIPTION  
PROJECT: 4 OF 6  
DATE: 7TH NOVEMBER 2016  
SCALE: 1:300  
RESPONSIBLE TO COUNCIL QUERIES  
AUSTRALIAN HECHT DATUM

**PATHEONIC**

DESIGN RESPONSE

GENERAL NOTES

- A. PROPOSED SITE LOCATION, STREET WIDTH, AND PROPOSED SITE COLOURS
- B. EXISTING SITE COLOURS
- C. EXISTING SITE COLOURS
- D. EXISTING SITE COLOURS
- E. EXISTING SITE COLOURS
- F. EXISTING SITE COLOURS
- G. EXISTING SITE COLOURS
- H. EXISTING SITE COLOURS
- I. EXISTING SITE COLOURS
- J. EXISTING SITE COLOURS
- K. EXISTING SITE COLOURS



Knox City Council  
RECEIVED  
- 7 NOV 2016  
PLANNING DEPARTMENT



LEVEL 1 / 173 UPPER HEIDELBERG ROAD  
WANTIRNA VIC 3079

PETRIDIS  
PH: (03) 9499 8826  
FAX: (03) 9499 8823  
EMAIL: office@petridis.com.au

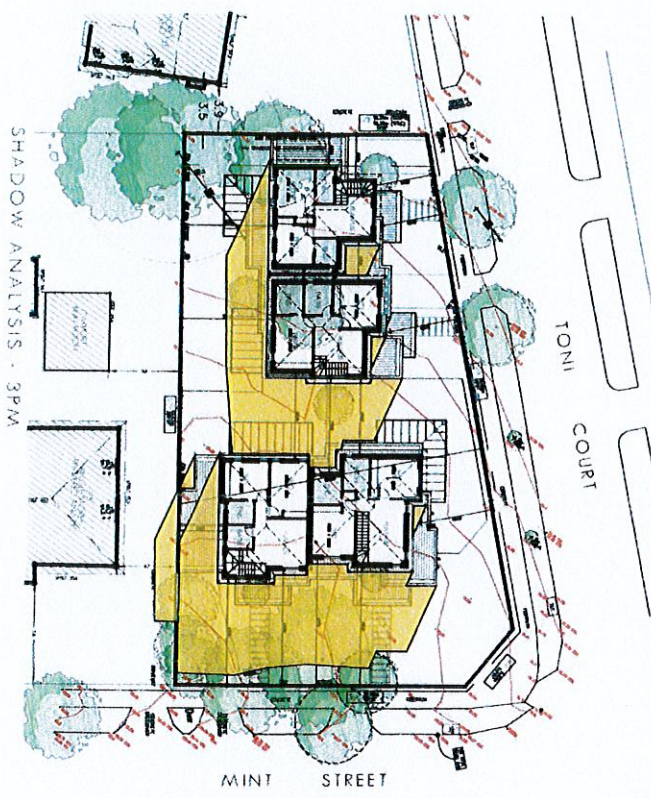
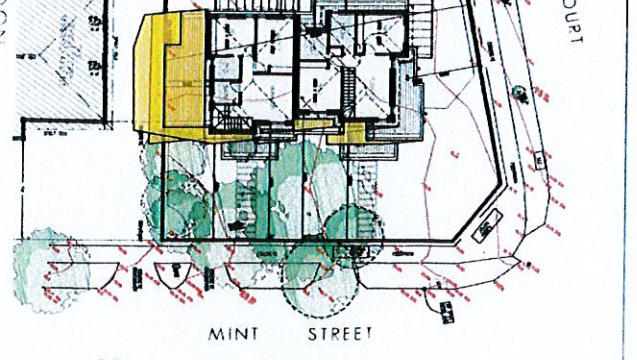
7 MINT STREET, WANTIRNA

DRAWING TITLE  
DETAILED SITE ANALYSIS - DESIGN RESPONSE  
TPA05 - 5 OF 6  
DATE: 7TH NOVEMBER 2016  
SCALE: 1:300  
DRAWN BY: A.C. MUI  
RESPONSE TO COUNCIL QUERIES

ALL LEVELS ARE TO  
AUSTRALIAN HEIGHT DATUM







**Knox City Council**  
 RECEIVED  
 - 7 NOV 2016  
 PLANNING DEPARTMENT

**7 MINT STREET, WANTIRNA**

DRAWING TITLE: SHADOW ANALYSIS - 9 AM, 12 NOON, 3 PM, SEPTEMBER 222  
 TPA: 06 - 6 OF 6  
 DATE: 7<sup>TH</sup> NOVEMBER 2016  
 SCALE: 1:200  
 DRAWN BY: A.V.A. M.I.  
 RESPONSE TO COUNCIL QUERIES  
 ALL LEVELS ARE TO AUSTRALIAN HEIGHT DATUM



**PETRIDIS**  
 LEVEL 1/173 UPPER HEDDERBERG ROAD  
 WANTIRNA 3079  
 PH: 031 9 499 8826  
 FAX: 031 9 499 8823  
 EMAIL: office@petridisarchitects.com.au

**ALL WARDS****6.3 DRAFT COMMUNITY & COUNCIL PLAN 2017-2021**

**SUMMARY:** *Acting Manager – City Futures (Trish Winterling), Manager – Governance & Innovation (Fleur Cousins), Manager – Community Wellbeing (Kathy Parton), Manager – City Planning & Building (Paul Dickie), Manager – Sustainable Infrastructure (Matthew Hanrahan), Acting Manager Communications & Customer Service (Jude Whelan).*

*This report presents the draft Knox Community & Council Plan 2017-2021 for Councillor endorsement and release for public comment. The draft Knox Community & Council Plan 2017-2021 has been developed using input from the State of Knox Report (2<sup>nd</sup> Edition), community engagement key findings, internal advice and Councillor feedback.*

**RECOMMENDATION**

That Council

1. Approve the draft Knox Community & Council Plan 2017-2021 (Appendix A) for public comment from 27 April to 24 May 2017; and
2. Approve public release of the Community Plan Engagement Final Report (Appendix B).

**1. INTRODUCTION**

The current City Plan (incorporating Council Plan) will expire in June 2017. The development of the new Draft Community & Council Plan 2017 – 2021 commenced in January 2016 and has been informed by: evidence based research (2<sup>nd</sup> Edition State of Knox Report); community engagement, including the Municipal Survey, focus groups, Community Panel and an Agency Workshop; and internal engagement with Councillors and Council officers.

This report presents the draft Community & Council Plan 2017 – 2021 (Appendix A) which outlines the vision, goals, strategies and priorities for the whole community, including Council. The draft Plan reflects the fact that there are many organisations and agencies involved in managing the municipality and servicing the Knox community. This draft Community & Council Plan meets the legislative requirements to prepare a Council Plan and develop a Public Health & Wellbeing Plan.

**2. DISCUSSION**

Following the completion of the research and planned community engagement activities, Council officers analysed the information and drafted content for the Community & Council Plan.

The Draft Community & Council Plan articulates the following:

- Vision and the goals and strategies to achieve this Vision;

### **6.3 Draft Community Plan 2017-2021 (cont'd)**

- Community targets required to measure our progress to achieving the goals and strategies;
- Roles and focus for Council in achieving the community Vision;
- Council targets required to measure our progress to achieving the goals and strategies; and
- Council Plan initiatives for the next four years.

#### **2.1 State of Knox Report (2<sup>nd</sup> Edition)**

The State of Knox Report (2<sup>nd</sup> Edition) 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 draft Community & Council Plan 2017-21.

The State of Knox Report (2<sup>nd</sup> Edition) was endorsed by Council on 20 December 2016.

#### **2.2 Community Engagement**

During July to December 2016 community engagement, including a municipal survey, focus groups and Community Panel was conducted. By way of a summary, Council heard from the following:

- More than 1700 people responded to the City Plan Municipal Survey conducted in June 2016;
- More than 500 people (including residents, businesses and community/agency groups) and children from 12 early years' centres participated in focus groups; and
- 18 residents formed a Community Panel facilitated by Council, meeting on five occasions

Council endorsed the Community Focus Group, Youth Focus Group and Municipal Survey reports at the 20 December 2016 Council Meeting. Council noted the Community Panel report at the 27 March 2017 Council Meeting. Appendix B provides a summary of the engagement undertaken to inform the draft Community & Council Plan 2017 – 2021.

### **3. CONSULTATION**

As previously discussed in Section 2 of this report, significant community engagement, including the Municipal Survey, focus groups and Community Panel, occurred during July – December 2016, which has informed the development of the draft Community & Council Plan 2017 – 2021.

### **6.3 Draft Community Plan 2017-2021 (cont'd)**

Councillor and internal engagement across the organisation with subject matter experts was also undertaken during January and February 2017.

The Community Health & Wellbeing Advisory Committee provided feedback on the drafted context information contained for each goal (including the proposed strategies) and also provided some information on the role and focus of health and wellbeing lead external agencies.

Other advisory committees have been involved during the development of the draft Community & Council Plan 2017 – 2021.

Key agencies and stakeholders were invited to the Community Plan Agency/Stakeholder Workshop (Tuesday 7 March 2017) to provide information for the role and focus of agencies working in the community and discuss partnership opportunities.

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

The Community & Council Plan Project enables Council's planning and service provision to respond to the specific needs of the community and enhance the Knox environment.

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

The development of the Community & Council Plan 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. The proposed initiatives for year 1 will form Council's Annual Plan and are anticipated to be funded through the 2017-18 budget.

#### **6. SOCIAL IMPLICATIONS**

The development of the Community & Council Plan project responds to the specific needs of the community and will enhance the community's health and wellbeing, as well as contribute to the achievement of Knox's Vision.

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

The draft Knox Community & Council Plan 2017 – 2021 replaces the current City Plan 2013 – 2017. The Community & Council Plan project is specifically relevant to Theme 5 Democratic and Engaged communities and the objective 'ensure Council is well governed and demonstrates effective leadership'.

### 6.3 Draft Community Plan 2017-2021 (cont'd)

#### **8. CONCLUSION**

The development of the draft Knox Community & Council Plan 2017 – 2021 commenced in January 2016 and has been informed by: evidence based research (2<sup>nd</sup> Edition State of Knox Report); community engagement, including the Municipal Survey, focus groups, Community Panel and an Agency Workshop; and internal engagement with Councillors and Council officers.

The draft Knox Community & Council Plan 2017 – 2021 outlines the vision, goals, strategies and priorities for the whole community, including Council. The draft Plan reflects the fact that there are many organisations and agencies involved in managing the municipality and servicing the Knox community. This draft Community & Council Plan meets the legislative requirements to prepare a Council Plan and develop a Public Health & Wellbeing Plan.

#### **9. CONFIDENTIALITY**

There are no confidentiality issues.

#### **COUNCIL RESOLUTION**

MOVED: CR. GILL  
SECONDED: CR. KEOGH

That Council

1. Endorse in-principle the draft Knox Community & Council Plan 2017-21 (Appendix A), for the document to be made available for public comment, with an amendment to page 45 as follows;

Council Initiative	Year
Undertake a <b>strategic</b> review of the Boronia Structure Plan <b>including a detailed assessment of strategic sites.</b> / <del>Foothills Policy / Activity Centres (FTG &amp; UFTG)</del>	1 <del>–3</del>

2. Endorse the proposed Knox Strategic Resource Plan 2017-21 (Appendix C), and that the document be made available for public comment.
3. That Public Notice be given that the draft Knox Community & Council Plan 2017-21 and proposed Knox Strategic Resource Plan 2017-21 are available to view, and inviting submissions in accordance with Sections 125 and 223 of the Local Government Act 1989.

**6.3 Draft Community Plan 2017-2021 (cont'd)****Resolution (cont'd)**

4. Appoint a Committee to hear any submissions in relation to the draft Knox Community and Council Plan 2017-21 and proposed Knox Strategic Resource Plan 2017-21 that might arise in accordance with Section 223(1)(b) of the Local Government Act 1989, and that the Committee meet on Tuesday, 30 May 2017 from 7:00pm to hear such submissions at the Council Offices, 511 Burwood Highway, Wantirna South.
5. That all nine Councillors be nominated to form the Committee referred to in point 4 above, with a quorum of five Councillors.
6. That following the consideration of all submissions, the draft Knox Community and Council Plan 2017-21 and proposed Knox Strategic Resource Plan 2017-21 be presented to an Ordinary Meeting of Council to be held on Monday 26 June 2017, commencing at 7:00pm at the Council Offices, 511 Burwood Highway, Wantirna South.
7. Approve public release of the Community Plan Engagement Final Report (Appendix B)

CARRIED

**6.3 Draft Community Plan 2017-2021 (cont'd)**

Appendices A, B and C circulated under separate cover

## ALL WARDS

**6.4 PROPOSAL FOR AN ANNUAL ARCHITECTURE AWARDS AND GOOD DESIGN FORUM**

**SUMMARY:** *Director – City Development (Angelo Kourambas)*

*This report is in response to:*

- a) *The Call Up Item (Council 23 January 2017) that a report come to April Council meeting outlining a process to introduce an annual architecture awards program to promote high quality development and design in the City of Knox, and*
- b) *The Call Up Item (Council 27 February 2017) that Council receive a report at the 24 April 2017 Ordinary Meeting of Council outlining how Council can run a ‘good design forum’ with developers who develop or may develop in Knox with the goals of improving the quality of new housing development in Knox, specifically:*
  - *Establishing what they want from Council to give us better outcomes, and*
  - *Establishing what Council wants from them to improve the efficiency of the approval system.*

*This report informs Council on the Call Up Items identified above and other complementary initiatives available for Council to facilitate higher quality development and design in Knox.*

**RECOMMENDATION**

That Council:

1. Note that good urban design outcomes are enabled through a number of complementary initiatives including, the proposed hosting of an architectural awards program and conducting a ‘good design forum’ with developers.
2. Note the process outlined for conducting an architectural awards program, which includes an approach, suggested frequency, and cost estimate.
3. Note the process outlined for conducting a ‘good design forum’ with developers, which includes a suggested approach and cost estimate.
4. Endorse, prior to implementing either an ‘awards program’ or conducting a ‘good design forum’, the facilitation of a workshop with Councillors by Council’s Urban Design Advisor in May/ June 2017 to discuss, amongst other things, ‘what good urban design is’, and ‘how we enable good urban design outcomes’, and that the outcomes of this workshop are reported back to Council in July 2017 with a view to developing a Council approved ‘good urban design’ program.



## **6.4 Proposal for an annual architecture awards and good design forum (cont'd)**

### **Recommendation (cont'd)**

- 5. Consider as part of the 2018-19 Annual Budget deliberations the allocation of \$20K biennially to prepare and manage a future 'awards program' or 'good design forum'.**

#### **1. INTRODUCTION**

This report provides information on the Call Up Items for an 'annual architecture awards program' and a 'good design forum' and other complementary initiatives available for Council to facilitate high quality development and design in the municipality.

There is no single solution that results in high quality development and design outcomes instead, a combination of measures would all need to perform together to achieve the impacts Council desires. These initiatives may include the following:

- urban design guidelines;
- urban design trained development assessment officers;
- 'design mentoring' for developers;
- 'good design awards' program; and
- regular forums that encourage an exchange of ideas and make 'good design partners' out of developers.

As a part of undertaking the work required for this Call Up Item, officers have had regard 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 three 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**

The effectiveness of the measures highlighted in the introduction of this report is highly dependent on understanding what impact Council wishes to make. It is proposed that Council's Urban Design Advisor facilitate a half day workshop involving Councillors where Council can explore 'what good urban design is' and 'how we enable high quality development and design outcomes' using measures such as conducting an 'architectural awards program' and a 'good design forum with developers'.

#### **6.4 Proposal for an annual architecture awards and good design forum (cont'd)**

This report responds to Council's two Call Up Items and outlines two possible measures that Council may wish to employ in order to achieve good urban design outcomes.

##### Good Design Forum (with Developers)

Forums focussing on urban design are commonplace today. Typically, they encourage dialogue between government, developers and design practitioners.

The purpose is not only to present ideas on what constitutes 'good design', but importantly, to develop empathy for different perspectives and the different pressures that characterise the delivery of good development outcomes.

For a forum of this nature to be successful, it is important that it is appropriately facilitated, the content is relevant, participants can engage in the experience and there are clear outcomes and follow up.

With these elements in mind, the following is a possible structure or approach for a Knox 'Good Design' Forum.

- Scene Setting (45min) - aim is to set the tone for the forum. Brief presentations from a Councillor, a developer, and possibly an urban design practitioner will help frame some of the key issues and focus for the forum.
- Session one (45mins) – aim is to unpack perspectives regarding what good urban design means to both Councillors and developers. This is a performance-based question, it seeks to understand the impact that good urban design is meant to have, that is, 'how do we know if good urban design has been implemented?'
- Session two (45min) – aim is to align what impact is being sought from good urban design with how this impact is achieved.
- Bringing it together (20min) – aim is to check in one final time with all participants to catch any final thoughts/ reflections. This session is also be used to establish 'next steps'.

##### Architectural Awards Program

Design award programs, in particular architectural awards, have become an increasingly popular and complementary strategy aimed at promoting good built form outcomes, however they do present some challenges.

#### **6.4 Proposal for an annual architecture awards and good design forum (cont'd)**

Specifically, there are several key issues, which need to be addressed to ensure they are successful and that the quality of the awards program is upheld, these include the:

- frequency with which the awards program is conducted;
- criteria used to judge entries;
- people assigned to the judging panel; and
- ability to attract entrants/nominees.

There are several Councils across Melbourne, which recognise good design standards by conducting their own design awards program. Examples of these include the City of Whitehorse 'Built Environment Awards', City of Boroondara 'Urban Design Awards', and City of Port Phillip 'Design Awards'.

The City of Whitehorse, which hosted its last awards program in 2015 and is due to host another in 2017, awards three prizes:

- Mayors Award – is chosen by the Mayor from all shortlisted nominations and recognises an exemplar project, which reflects Council's values and initiatives.
- People's Choice Award – is open to public vote and reflects the community values and aspirations
- Sustainability Award – is awarded by the judging panel from all shortlisted nominees and recognises a project, which demonstrates commitment to environmentally sustainable design principles.

They assess entries across categories such as Single house project - new dwelling, Single house project – renovated dwelling, 'Multi-residential project (unit/townhouse/apartment), Commercial or retail project, Institutional project, Landscape design project, and Heritage project.

The City of Boroondara most recently hosted an awards program in 2016 with six winners and six commendations recognised across five categories. It assessed entries on criteria such as good fit for context, innovation and creativity, access, sustainability, and landscape design, and was presided over by a judging panel comprising Councillors and urban design experts.

These award programs, amongst other things, illustrate the diversity of built form elements that can be celebrated. Everything from buildings to urban spaces through to design strategies which are deemed to advance contemporary thinking.

#### **6.4 Proposal for an annual architecture awards and good design forum (cont'd)**

While on the one hand it's very positive to acknowledge that great design work is taking place, there is also the risk that 'awarding' too many things will dilute the value of the individual award itself. This is further compounded by the fact that local design awards compete with award programs at State and National levels typically conducted by government agencies, industry peak bodies and tertiary institutions.

The challenge for a new local design awards program is to develop its own reputation over time for astute judgment and to consider three important issues.

Firstly, the frequency of an awards program must ensure that there is enough time to source quality entries. This is particularly true of local awards where the catchment is smaller. The time between awards is also important for an award recipient. It ensures that the honour of receiving an award can be traded on before the mantle is handed over. It is recommended that a biennial program (every two years) be considered.

The second critical factor in a successful awards program is the process by which the award is made. Onerous and drawn out applications and judging processes only serve to frustrate and thereby weaken the value of the award itself. Further compounding this risk is the use of judging criteria, which in the eyes of the architectural/design profession, fails to adequately 'judge' architecture or good design.

While the use of esoteric and overly academic criteria is not suitable for local awards, it is critical to the reputation of the awards program that judgement demonstrates a level of astuteness and thereby provides key learnings.

The third and arguably most important factor concerns the make-up of the judging panel. In order to drive high architectural standards, it is critical that the architectural profession and the development industry are inspired to deliver the best. This, in large part, is driven by the standards and therefore judgement set by and on behalf of the community including the architectural and development professions.

Based on a review of 'award programs' such as PIA Urban Design Awards, RAIA Awards for Architecture, AILA Landscape Architecture Awards, The Premiers Sustainability Awards and local government 'design awards' such as those mentioned earlier, the following process and structure seeks to address the above issues to ensure that the reputation of a Knox Awards program is not compromised.

##### *Frequency of Awards Program*

Frequency should be every two years for reason outlined previously. While most National and State awards are conducted annually, they have a larger pool from which to source appropriate submissions. It should also be noted that in the case of some awards, such as the Wilkinson Award for Architecture (RAIA NSW Chapter), the award has frequently not been made due to the lack of worthy entries.

## **6.4 Proposal for an annual architecture awards and good design forum (cont'd)**

### *Submission and Judging Process*

The following process (steps 1- 6) reflects approaches taken by other programs to ensure that as best as practical, the integrity of the award program is always upheld.

1. Public Notification: The Awards Program is promoted via different media.
2. Nominations: Nominations are invited from a broad cross section of the community. The only people ineligible to make a nomination include Councillors, Council Staff or State/ Federal politicians. Nominations will take the form of a physical submission based on standard proforma. Information is to be provided by a set date and in a uniform manner.
3. First Stage Assessment: First stage assessment is conducted by the Awards Program Oversight Group (APOG) to ensure that submissions are conforming. Submission guidelines must indicate in a clear explicit manner what constitutes a non-conforming submission.
4. Shortlisting: Shortlisting process will be conducted by the judging panel. This will be managed by the APOG. The purpose here is to ensure that only entries which meet the highest standards are eventually assessed.
5. Judging: Judging will involve two components, a site visit, and a roundtable discussion. This process will involve the members of the judging panel only with a nominee from the APOG in attendance as an observer only.
6. Award: All decisions by the judging panel will be scrutinised by the APOG to ensure due process was followed and that the reasoning behind an award reflects the agreed judging criteria.

### *Governance*

There are two groups critical to the integrity of the award program, the Awards Program Oversight Group (APOG), and the judging panel.

The APOG will comprise three people; two staff members and the Chair of the Judging Panel. The APOG would be responsible for establishing, coordinating and administering the awards process.

The Judging Panel serves as the most critical governance mechanism. Most judging panels comprise about five members and no less than three. A standard composition might include Council's Mayor (Chair), other nominated Councillors, design/architecture professionals (academic or practicing), and possibly member(s) of the public.

## **6.4 Proposal for an annual architecture awards and good design forum (cont'd)**

### *Judging Criteria*

Based on the review of a number of design award programs, judging criteria is by far the most contentious and subjective of all considerations.

There are two main components to this issue. The first concerns the categorisation of submissions/nominations in particular the criticism that projects of differing size and complexity are often judged together.

Typically, categories reflect 'the program' that is being responded to. That is, whether it is an industrial facility or health facility or a family home. Each of these programs are different and require very different spatial responses.

Category/sub-category examples might take include:

- Single house project – renovated dwelling,
- Multi-dwelling project (unit/townhouse/apartment),
- Commercial or retail project,
- Public Space/ Landscape design project.

The other criticism of judging criteria concerns the nature of the 'qualities we wish to celebrate'. The idea of 'good architecture' is a vexed pursuit. Like art, different views exist as to what is or isn't good architecture.

In short, architecture, not building, is highly political and the judging criteria must therefore be clear about the 'values' (architecture) it seeks to celebrate in a building.

Many of Council's values and the standards we seek to enforce and uphold are contained within our planning scheme and supported by other instruments such as Knox Urban Design Guidelines. These could be used to inform assessment of category entries.

Discussions with the City of Whitehorse and City of Boroondara have identified very little downside to running these initiatives such award events apart from demands on Council resources. The awards programs have led to the development of positive and proactive relationships between Council and developers, architect and design firms.

## **3. CONSULTATION**

This report reflects internal consultation with relevant Council Officers and input from individuals highly experienced in the area of architecture, urban design, events management and stakeholder management. Relevant officers from the City of Boroondara and City of Whitehorse were contacted to obtain their learnings and considerations of running design awards programs.

## **6.4 Proposal for an annual architecture awards and good design forum (cont'd)**

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

There are no environmental or amenity issues specifically related to this report.

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

There are financial implications with this report. An EFT of 0.2 will be accommodated within existing resources however, an additional budget of \$20k is required to prepare and manage the program. Specifically, monies are required to, amongst others, design and produce award certificates and trophies, plan an event and conduct an awards ceremony. There would be a need for further officer support leading up to the preparation for award ceremony events. This includes support from the Communications Department for marketing and publications.

### **6. SOCIAL IMPLICATIONS**

There are no direct social issues specifically related to this report.

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

The contents of this report are most applicable to, Theme 3 *Vibrant and Sustainable Built and Natural Environment*, objective 3.1 - *The changing needs of a diverse community are supported through planned growth and change in housing and infrastructure that respects both built form and natural systems, as well as resource availability.*

### **8. CONCLUSION**

The use of design awards and design forums can be, constructive and cost effective ways of promoting the community's values and Council's commitment to design excellence. These and other possible measures will be discussed at a workshop for Councillors, which in turn will form the basis to a future Issues Briefing.

### **9. CONFIDENTIALITY**

There are no confidential matters associated with this report.

**6.4 Proposal for an annual architecture awards and good design forum (cont'd)****COUNCIL RESOLUTION****MOVED: CR. GILL****SECONDED: CR. MORTIMORE**

That Council:

1. Note that good urban design outcomes are enabled through a number of complementary initiatives including, the proposed hosting of an architectural awards program and conducting a 'good design forum' with developers.
2. Note the process outlined for conducting an architectural awards program, which includes an approach, suggested frequency, and cost estimate.
3. Note the process outlined for conducting a 'good design forum' with developers, which includes a suggested approach and cost estimate.
4. Endorse, prior to implementing either an 'awards program' or conducting a 'good design forum', the facilitation of a workshop with Councillors by Council's Urban Design Advisor in May/ June 2017 to discuss, amongst other things, 'what good urban design is', and 'how we enable good urban design outcomes', and that the outcomes of this workshop are reported back to Council in July 2017 with a view to developing a Council approved 'good urban design' program.
5. Consider as part of the 2018-19 Annual Budget deliberations the allocation of \$20K biennially to prepare and manage a future 'awards program' or 'good design forum'.

**CARRIED**



## 7. PUBLIC QUESTION TIME

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 7.37pm

The following question was raised with Council:

<b>Question 1</b>	At the Strategic Planning Meeting held on December 13, 2016, there was a call up item regarding a report on the Foothills Policy which was to be provided at the March, 2017 Ordinary Meeting. Instead of this being done there were two Assemblies of Councillors where the foothills were discussed. I would like to know why that is so and where and when the report will be available.
<b>Answer</b>	As the questioner was not present at the meeting the Mayor, Councillor Pearce asked that the Director City Development, Mr Angelo Kourambas respond to the questioner in writing in due course.

Question Time concluded at 7.38pm

## ALL WARDS

**8.1 RESPONSE TO CALL UP ITEM – YOUTH DISCOUNT AND WELLBEING CARD**

**SUMMARY:** *Team Leader Youth Participation and Counselling (Katie Scott)*

*This report is in response to the approved call up item from 20 December 2016 Council Meeting which resolved “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.”*

**RECOMMENDATION**

That Council:

1. Supports the creation of a Youth Information Card (Option 1), which would be developed in partnership with young people;
2. Refers this proposed initiative for further consideration as part of the budget process; and
3. Supports further exploration of the redevelopment of ‘No Wrong Door’ website in partnership with Maroondah and Yarra Ranges Councils.

**1. INTRODUCTION**

At the Council meeting of 20 December 2016, Council resolved:

*“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.”*

**2. DISCUSSION**

*Youth Cards* (including those with and without discounts) have been used by many local Councils over time as an engagement and promotion tool with young people.

The *Youth Card* concept has been delivered at some stage in the majority of Knox’s neighbouring Councils, with only two currently still providing *Youth Cards* (Whitehorse and Monash). Maroondah and Yarra Ranges have both recently stopped producing cards due to lack of use by young people. Monash has continued to produce their card as it is both requested, and funded, by local schools (no cost to Council).

## **8.1 Response to call up item – Youth Discount and Wellbeing Card (cont'd)**

### **2.1 Current methods used to provide information to young people**

The main purpose of a Youth card would be to improve the access young people have to information on services. There are a number of ways that young people access information and recently Council has used a number of different initiatives to address this. These have included:

- Supporting the development of the No Wrong Door website, a joint initiative between Knox, Maroondah and Yarra Ranges that resulted in the development of an online service directory for young people (refer to Appendix A).
- Supporting the distribution and promotion of the Mental Health Help Card developed by Community Safety.
- Increasing the skills and knowledge of key service providers, including school staff, on local services available to support young people.
- Council's social media pages, specifically Youth Services Facebook and Instagram accounts which are used to provide information to young people.

### **2.2 History of Youth Card**

Council's Youth Services developed and produced a *Youth Card* from 1997 – 2012. Council's original *Youth Card* was initially developed as a resource, before smart phones and ready access to the internet, as a way to ensure young people were able to obtain emergency numbers in a discrete accessible way. Young people were heavily involved in the design, development and distribution of the first *Youth Card*, and initially requested these be developed as wallet cards, to enable them to be carried easily by young people. These evolved from basic cards printed and laminated 'in-house', to professionally designed and printed cards, Appendix B contains an example of cards printed in 1997, 1999, 2005, 2011 and 2013. Traditionally these *Youth Cards* were printed every two years.

In 2009 and, again in 2011, Youth Services investigated and worked extensively on sourcing local businesses who were interested in providing discounts to young people who presented the Knox *Youth Card* in their stores. A considerable amount of staff time went into this process, which yielded very limited results. One local business was supportive and open to providing discounts; however, it was difficult to secure regular support from other local business' that were frequented by young people.

In 2012 the decision was made to discontinue printing the *Youth Card*. This was made due to a range of considerations including the cost, the challenges in maintaining current and up-to-date information printed on the card, the change in the way young people access information and the ease with which young people use their smart phones and internet to access information when they need it.

## **8.1 Response to call up item – Youth Discount and Wellbeing Card (cont'd)**

### **2.3 Discounts**

Research into discounts available for young people identified an existing app and website that has been developed by young people for young people called Student Edge, <https://studentedge.org/>. This website, and accompanying app, collects and promotes discounts available to young people right around Australia. The app includes an interactive map feature to enable young people to search for specific discounts in their area. This existing resource is extensive, well developed and easily accessible for young people via computer or mobile device.

As stated earlier, Youth Services has had experience in investigating and sourcing local discounts for inclusion in previous editions of the *Youth Card*. This involved considerable time to seek interested and relevant local businesses, negotiate possible interest and inclusion in the *Youth Card*, and keeping these discounts current. For these reasons, this was not continued.

### **2.4 Benefits**

There are a number of benefits to the development of a *Youth Card*. Namely they provide a useful promotional tool to promote Council's Youth Services to young people in our municipality. In addition they also provide a discrete, easy to access way for young people to access information on helpful support services. They can be best used as part of a 'suite' of products to increase awareness and knowledge amongst vulnerable young people.

### **2.5 Risks**

When investigating potential sponsorship options, consideration needs to be given to the sponsors' alignment with Council's values, policies and plans, as well as young people's interest.

Additional risks in the production of a *Youth Card* includes;

- Ensuring the services promoted on this card are those of interest and use to young people;
- Ensuring the information remains up-to-date;
- Given the increase in young people using online methods for accessing information, the *Youth Card* needs to remain relevant and accessible.

In order to mitigate these risks it would be imperative that young people are involved in the development of any *Youth Card*, or similar.

## 8.1 Response to call up item – Youth Discount and Wellbeing Card (cont'd)

**Table 1: Benefits, Risks and Issues to consider**

Benefits	Issues to consider/Risks
Promotional tool for Council and it's Youth Services	Young people do not value or use the card.
Discrete, easy to keep in wallet or purse	Discounts, if used, do not align with Council's values, policies and plans.
Easy to provide young people with information on support services	Discounts, if used, do not align with young people's interests. Variable resources required to seek sponsors.
Forms part of a range of information strategies for young people	Access to smart phones and internet create a viable alternative.
	Duplication of existing service i.e. Student Edge app for accessing discounts, No Wrong Door website for accessing online service directory.
	Cost of the development of a <i>Youth Card</i> (with or without a discount element) including staff time, design and printing.

### 2.6 Options for the provision of a *Youth Card* or similar

#### **Option 1: Re-development of Youth Information Card (no discounts)**

This option involves the re-developing of the Knox Youth Information Card without the inclusion of specific discounts. This would be a business card size card, professionally designed, which contains relevant (determined in consultation with young people) phone numbers for helpful services to support young people. If appropriate, a link to Student Edge would be included on this card. This would be developed in consultation with relevant Council departments including Marketing and Communications.

## **8.1 Response to call up item – Youth Discount and Wellbeing Card (cont'd)**

### ***Option 2: Re-development of Youth Information Card with 3-4 local business discounts***

This option involves the re-developing of the Knox Youth Information Card with the inclusion of 3-4 relevant local Knox businesses (determined in consultation with young people) who will offer discounts to young people. Appropriate and relevant local businesses would be explored. This would be a business card size card, professionally designed, which contains relevant (determined in consultation with young people) phone numbers for helpful services to support young people.

### ***Option 3: Possible re-development of the No Wrong Door website***

No Wrong Door, a joint initiative by the local governments of Knox, Maroondah and Yarra Ranges, is an online youth service directory, see Appendix B. This website supports young people (10-25 years) to help them find the support they require. This website could be re-developed to make it more mobile friendly and easily accessible when using a mobile device. This option could only occur with consultation and support from Maroondah City Council and Yarra Ranges Council, as this is a joint project across the three local government areas. Discussion has indicated a level of support for this initiative but this would be dependent on future budget considerations across all three local governments. Possible State Government funding could also be explored to support this initiative.

### ***Conclusions***

Developing a *Youth Card* as an isolated service information and engagement tool is not recommended, however Option 1 would complement existing strategies. In particular it has particular application in the future co-location of Youth Services with the Eastern Regional Libraries. A paper-based resource will be useful in engaging with library patrons who may be unaware of the service, as well as supporting some existing vulnerable youth clients who do not have use of electronic mediums.

Option 3 is the preferred tool into the future to provide important information on local services, but this will require a significant investment from Council and relies on partnerships with neighbouring municipalities. Early indications are that the Outer East Councils are interested in discussing this further. Option 2 is not recommended due to the increased investment required by Council to secure sponsors and that this duplicates much of this work which is already available via the Student Edge app.

## **3. CONSULTATION**

This report has been prepared in consultation with the Marketing and Communications Team, as well as through consultation with a number of other metropolitan Local Government Youth Services teams including Maroondah, Whitehorse, Monash, Yarra Ranges, Kingston and Dandenong.

## **8.1 Response to call up item – Youth Discount and Wellbeing Card (cont'd)**

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

There are no environmental or amenity issues relating to this call up item.

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

This report has been completed in accordance with Council's policy that a report responding to a call up item will require no more than 3 person days, or \$5,000 in costs. The cost of the development of a *Youth Card* or similar would require additional resources, budget and staffing, which would need to be sourced from outside the existing Youth Services budget.

Option 1: the re-development of the Knox Youth Information Card, without the inclusion of discounts, would cost an estimated \$5,000-\$6,000. This would cover staff costs and the design and printing of approximately 20,000 cards, which would be used over a two-year period.

Option 2: the re-development of the Knox Youth Information Card, with the inclusion of 3-4 local business discounts, would cost an estimated \$10,000 – \$12,000. In addition to the costs of design and printing of approximately 20,000 cards and additional staffing time would be required to build relationships with local businesses and source potential appropriate discounts. It is estimated that the additional staffing allocation would require approximately 4 hours per week for 13 weeks (3 months).

Option 3: the possible re-development of the No Wrong Door website would be a project involving collaboration between Knox, Maroondah and Yarra Ranges Councils and is a project involving considerable expense. Overall, it would cost approximately \$45,000 to \$60,000. It is estimated that Knox would need to contribute approximately \$15,000-\$20,000 for this project, assuming equal contributions would be sourced from Maroondah City Council and Yarra Ranges Council. This would need to be explored with these Councils prior to any commitment being made by Knox Council.

### **6. SOCIAL IMPLICATIONS**

Council recognises the importance of ensuring young people, and their families, have access to relevant and easily accessible information to ensure they are able to seek help and support when required. This report explores some options to compliment existing methods used by Council to inform and engage young people.

## **8.1 Response to call up item – Youth Discount and Wellbeing Card (cont'd)**

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

Consideration of a *Youth Card* is relevant to the following City Plan objectives:

Theme 1: Healthy, connected communities

Objective 1.1: The Knox community benefits from good health and wellbeing at all life stages.

1.1.3. Maintain and further enhance the range and quality of services available to Knox residents that support positive development for early childhood and young people.

1.1.6 Improve mental health in the Knox community, strengthen awareness and understanding about mental health issues and improve the availability of support services.

### **8. CONCLUSION**

This report responds to a call up item *“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.”*

The report contains an overview of the feasibility, benefits, risks and costs associated with developing a *Youth Card* outlines a range of possible options for Council consideration and officer recommendations.

### **9. CONFIDENTIALITY**

There are no confidentiality issues associated with this report.



**8.1 Response to call up item – Youth Discount and Wellbeing Card (cont'd)****COUNCIL RESOLUTION**

MOVED: CR. TAYLOR

SECONDED: CR. KEOGH

That Council:

1. Supports the creation of a Youth Information Card (Option 1), which would be developed in partnership with young people;
2. Refers this proposed initiative for further consideration as part of the budget process;
3. Supports further exploration of the redevelopment of 'No Wrong Door' website in partnership with Maroondah and Yarra Ranges Councils and the development of a 'mobile-friendly link'; and
4. That a report be presented to Council in September 2017 which explores the feasibility of a Knox specific mobile app for youth involving consultation with young people in its design and including scoping, options and costs for further consideration by Council.

**CARRIED**

APPENDIX A - RESPONSE TO CALL UP ITEM – YOUTH DISCOUNT AND WELLBEING CARD

SCREENSHOT OF NO WRONG DOOR WEBSITE

**no wrong door** youth service directory  
supporting young people in Knox, Maroondah & Yarra Ranges

Home About Information FAQs Contact Us

## No Wrong Door - online youth service directory

Young People Parents & Caregivers Service Professionals Schools

### Looking for help?

EMERGENCY	CRISIS HELP	SOME HELP	ADVICE
<p><b>Emergency</b> Services who can help immediately when an emergency situation exists. When urgent and detailed assistance is required.</p>	<p><b>Crisis help</b> Services that help when you need detailed or focused support on a particular issue, or there are a lot of problems happening...</p>	<p><b>Some help</b> Services that can help when a problem first appears and does not feel too serious yet.</p>	<p><b>Need some advice</b> Social activities, programs and information that can link you in with other young people and the local community.</p>

**Know what you are looking for...**

Keyword

Local Area

Show Advanced Search

- A-Z Search
- A-Z Agencies

**submit**

For services or agencies not yet listed on the NWD website, please complete form accordingly  
New Agency | New Service (ie.programs, services etc.)

Knox City Council Maroondah City Council Yarra Ranges Council

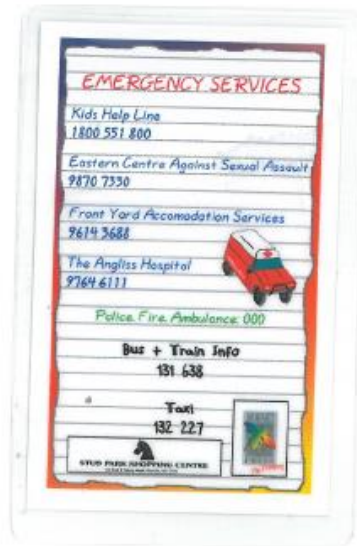
### Further Information

headspace Knox Information for young people

Online Initial Needs & Referral Tool

APPENDIX B – RESPONSE TO CALL UP ITEM – YOUTH DISCOUNT AND WELLBEING CARD

EXAMPLES OF PAST YOUTH CARDS



APPENDIX B – RESPONSE TO CALL UP ITEM – YOUTH DISCOUNT AND WELLBEING CARD

EXAMPLES OF PAST YOUTH CARDS



**ALL WARDS****9.1 GENERAL VALUATION 2018**

**SUMMARY:** *Co-Ordinator Rates and Valuation Services  
(Ian Goulet)*

*This report provides a recommendation to Council, to cause a General Valuation for 2018, and to advise all relevant statutory authorities of Council's intention to return a General Valuation.*

**RECOMMENDATION**

That Council

1. **Resolve to cause a General Valuation for a 'level of value' date of 1 January 2018, for all rateable land, and all non-rateable leviable land within the municipality.**
2. **Advise all other interested rating authorities, and the State Valuer-General, of Council's intention to return a General Valuation in 2018.**

**1 INTRODUCTION**

In accordance with Sections 11 and 13H of the Valuation of Land Act 1960 (the Act), Council is required to cause a General Valuation of all rateable and non rateable leviable land within the municipality. General Valuations are returned every two years in accordance with the Act.

**2. DISCUSSION**

The provision of the 2018 Valuation services to Council is to be provided by Westlink Consulting, under Contract No.1959.

Council is required to cause a General Valuation, of all rateable land and all non-rateable leviable land within the municipality, with a 'level of value' date of 1 January 2018, to be returned no later than 30 June 2018.

Valuations are used as a basis for levying Council rates, to assist in the determination of the State Government Fire Services Property Levy, and for similar purposes by other rating authorities.

It is a requirement under Section 6(1) of the Act for the Council to give notice to the Valuer-General and to every other rating authority interested in the valuation of land within this municipality of its intention to cause a General Valuation in 2018.

**3. CONSULTATION**

There is no requirement for any consultation in regards to this matter.

## 9.1 General Valuation 2016 (cont'd)

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

There are no environmental or amenity impacts as a result of this report.

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

Approximately 50% of the cost of undertaking the general valuation is recovered from various relevant authorities. The balance of the cost of the general valuation is included in the Council budget.

### **6. SOCIAL IMPLICATIONS**

The use of current and accurate valuations for the collection of Council rates contributes to the fairness and equity of the distribution of the levying of Council rates across the municipality.

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

Valuation and rating is part of Council's Governance responsibility in delivering the Council Plan.

### **8. CONCLUSION**

It is a requirement for Council to cause a General Valuation for 2018, in accordance with Sections 11 and 13H of the Valuation of Land Act 1960.

In accordance with Section 6(1) of the Valuation of Land Act 1960, Council is also required to give notice to the Valuer-General, and to every other relevant rating authority interested in the valuation of land within the municipality.

### **9. CONFIDENTIALITY**

Confidentiality is not an issue in this instance.

### **COUNCIL RESOLUTION**

MOVED: CR. HOLLAND

SECONDED: CR. GILL

That Council

1. Resolve to cause a General Valuation for a 'level of value' date of 1 January 2018, for all rateable land, and all non-rateable leviable land within the municipality.
2. Advise all other interested rating authorities, and the State Valuer-General, of Council's intention to return a General Valuation in 2018.

CARRIED

**ALL WARDS****9.2 PROPOSED BUDGET 2017/18**

**SUMMARY:** *Manager – Financial Services (Dale Monk)*

*The Proposed Budget 2017-18 is presented to Council for consideration. The Proposed Budget is the culmination of a number of months work by Councillors and officers. The Proposed Budget has been prepared in accordance with legislative requirements. The Proposed Budget includes the Operating Budget, the Capital Works Program for 2017-18, the Fees and Charges Schedule, the Strategic Resource Plan and the Annual Plan.*

*The Budget has been prepared in accordance with Australian Accounting Standards, the Local Government Act 1989 and the Local Government (Planning and Reporting Regulations) Regulations 2014. To assist Council and the community in analysing this Budget, the following commentary is provided:*

- *The Budget is part of Council's financial sustainability framework and represents the first year of Council's proposed Strategic Resource Plan. The four year outlook provides for a sustainable financial position.*
- *The Budget achieves an operational surplus for 2017-18. Throughout the development of this Budget Council undertook an extensive review of expenditure with key savings and efficiencies identified.*
- *The Budget proposes a Capital Works program of \$78.978 million of which \$28.098 million is allocated to maintaining and renewing community assets. \$45.514 million is to be invested in new and upgraded community assets.*
- *The Budget proposes a rate increase of 2.00% in accordance with the rate cap requirements of the State Government as per Section 185A to 185G of the Local Government Act 1989.*

**RECOMMENDATION**

That Council

1. Adopt in principle the Proposed Budget 2017-18 as per Appendix A (separately circulated) as its budget for the 2017-18 financial year as required by the Local Government Act.
2. Authorise the Chief Executive Officer to:
  - a) Give public notice of the preparation of the Proposed Budget 2017-18 in accordance with the Act;
  - b) Make available for public inspection the information required by Regulation 9 of the Local Government (Planning and Reporting) Regulations 2014 and invite submissions under Section 223 of the Act.

## **9.2 Proposed Budget 2017-18 (cont'd)**

### **Recommendation (cont'd)**

- 3. Appoint a committee to hear any submissions in relation to the Proposed Budget that might arise in accordance with Section 223 of the Local Government Act 1989, and that the Committee meet on Tuesday, 30 May 2017 from 7.00pm to hear such submissions at the Council Offices, 511 Burwood Highway, Wantirna South.**

### **1. INTRODUCTION**

Council is required to produce a Budget (and Strategic Resource Plan) for each financial year and to have that Budget (and Strategic Resource Plan) adopted by Council. The Local Government Act 1989 (the 'Act') requires Council to prepare a draft Budget prior to it being made available for public comment. Following this initial preparation by Council, prescribed advertising needs to occur disclosing information about the Proposed Budget and providing an opportunity for submissions to be received and considered by Council. A minimum period of twenty-eight (28) days is prescribed for this process.

As submissions are invited under Section 223 of the Local Government Act 1989, any person making a written submission is entitled to request to be heard by Council or a Committee appointed by Council. Submitters requesting to be heard in support of their submission, or have someone represent them at the public submission hearing, must indicate this in their submission. Upon consideration of the report from the Committee, Council may then adopt the 2017-18 Budget with or without any adjustments that might have arisen from the submissions or other relevant information provided by the Chief Executive Officer. A further advertisement advising the public of the Budget's final adoption is required.

The Proposed Budget 2017-18 is included as Appendix A to this report.

### **2. DISCUSSION**

The Proposed Budget 2017-18, outlining all external influences including economic conditions is attached to this report (Appendix A – separately circulated). The Proposed Budget seeks to balance the competing demands for Council services and infrastructure, and the community's capacity to pay, using prudent financial management principles to ensure financial sustainability. The proposed budget is expected to deliver recurrent surpluses in order to fund capital works.



## **9.2 Proposed Budget 2017-18 (cont'd)**

The Proposed 2017-18 Annual Budget meets the objectives of Council's Long Term Financial Forecast and Rating Strategy which are:

- Maintaining the provision of operational services that respond to the needs of a growing Knox community.
- Funding of all legislative obligations.
- The provision of annual funding for new operational initiatives to progress implementation of the Knox Community and Council Plan 2017-21, and to provide for service growth.
- An increased ability to fund asset renewal requirements.
- An enhanced funding level for capital works in general.
- Progressing Council towards a position of long-term financial sustainability.
- Achievement and maintenance of annual underlying surpluses.
- Rate and fee increases that are both manageable and sustainable

The budget proposes a rate increase of 2.0 per cent. This is in line with the Fair Go Rates System (FGRS) which has capped rates increases by Victorian Councils. Council's proposed Rating Strategy includes the introduction of a Residential Garbage Charge. The additional Council eligible pensioner rebate of \$100 is being maintained.

The Proposed Budget includes a capital works program of \$78.978 million. This includes an estimate of works to be carried forward from the 2016-17 financial year of \$19.141 million. The highlights of the capital works program include the continued investment in:

- the Knox Central project (\$8.085 million);
- the Stamford Park development (\$7.645 million);
- two Early Years Hubs (\$18.835 million);
- local roads (\$8.000 million); and
- open space (\$6.682 million).

The Proposed Budget 2017-18 has been developed through a comprehensive review process. The Councillors' together with staff rigorously analysed available information and financial data to ensure the budget delivers Council's objectives and financial plans.

## **9.2 Proposed Budget 2017-18 (cont'd)**

The budget sets clear directions for the delivery of Council programs and builds upon the main financial and operational strategies previously established. The exhaustive analysis of the information provided and the review process undertaken to establish the budget for 2017-18 have produced a financially responsible budget that will continue to assure Council's long-term financial strength.

The budget is a major component in ensuring the accountability of Council's operations and in line with good governance it forms part of the public accountability process and reporting that includes:

- The Community and Council Plan
- The Strategic Resource Plan
- The Annual Budget
- Internal and External Audit
- Annual Report.

## **3. CONSULTATION**

The 2017-18 Annual Budget process involves publicly advertising the availability of the Proposed Budget document and inviting the community to make written submissions to the Proposed Budget. Documents will be available for inspection on the Council website ([www.knox.vic.gov.au](http://www.knox.vic.gov.au)) and at the Civic Centre and libraries within the municipality. Online submissions should be made via Council's website ([www.knox.vic.gov.au](http://www.knox.vic.gov.au)) or a written submission sent by mail addressed to the Chief Executive Officer. The final date for receipt of submissions is 5.00pm, Wednesday, 24 May 2017 with a hearing date of submissions on Tuesday 30 May 2017 commencing at 7.00pm if required.

Submitters wishing to be heard in support of their submission, or have someone represent them at the public submission hearing must indicate this in their submission.

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

The Proposed 2017-18 Annual Budget recognises the leadership role Council has within the community to actively address the impacts of sustainability and to facilitate other levels of government and the community to act in a similar vein.

## **9.2 Proposed Budget 2017-18 (cont'd)**

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

The Proposed 2017-18 Annual Budget closely accords with the financial framework established by Council in its Long Term Financial Forecast and Rating Strategy and continues to address the infrastructure renewal challenge faced by both this Council and the Local Government sector.

### **6. SOCIAL IMPLICATIONS**

The Proposed 2017-18 Annual Budget contains financial resourcing for a wide range of programs that deliver important community services to the Knox community. The 2017-18 Annual Budget is based on the principle of maintaining all services that are presently available to the community with some minor service growth to meet service demands.

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

The Proposed 2017-18 Annual Budget document contains Council's Annual Plan for the 2017-18 financial year, which outlines the major activities and initiatives Council will undertake in 2017-18 to progress toward achievement of Knox's Community and Council Plan 2017-2021. The proposed Annual Plan demonstrates close links with the Community and Council Plan 2017-21, following the same theme structure. The focus this year has been on developing specific initiatives for 2017-18 to progress the community toward achievement of the objectives of the Community and Council Plan 2017-21.

### **8. CONCLUSION**

The Proposed 2017-18 Annual Budget forms an integral part of Council's overall strategic planning framework and endeavours to resource the directions that have been established in the Knox Community and Council Plan 2017-21. Council has established its four-year strategic direction in the Community and Council Plan and has developed actions to implement these directions which flow directly through to this Budget.

The 2017-18 Knox City Council Budget is submitted for the consideration of Council.

### **9. CONFIDENTIALITY**

This report does not contain confidential information.

**9.2 Proposed Budget 2017-18 (cont'd)****COUNCIL RESOLUTION**MOVED: CR. GILLSECONDED: CR. MORTIMORE

That Council

1. Adopt in principle the Proposed Budget 2017-18 as per Appendix A (separately circulated) as its budget for the 2017-18 financial year as required by the Local Government Act.
2. Authorise the Chief Executive Officer to:
  - a) Give public notice of the preparation of the Proposed Budget 2017-18 in accordance with the Act;
  - b) Make available for public inspection the information required by Regulation 9 of the Local Government (Planning and Reporting) Regulations 2014 and invite submissions under Section 223 of the Act.
3. Appoint a committee to hear any submissions in relation to the Proposed Budget that might arise in accordance with Section 223 of the Local Government Act 1989, and that the Committee meet on Tuesday, 30 May 2017 from 7.00pm to hear such submissions at the Council Offices, 511 Burwood Highway, Wantirna South.
4. That all nine Councillors of the Knox City Council be nominated to form the Committee referred to in clause 3 above, with a quorum of five.
5. That following the consideration of all submissions, the Proposed 2017-18 Budget be presented to a Meeting of Council to be held on Monday 26 June 2017 commencing at 7.00pm at the Council Offices, 511 Burwood Highway, Wantirna South.

CARRIED

**9.2 Proposed Budget 2017-18**

Appendix A circulated under separate cover

**ALL WARDS****9.3 INCIDENTAL COMMUNITY GRANTS PROGRAM APPLICATIONS**

**SUMMARY:** *Governance Officer - (Kirstin Ritchie)*

*This report summarises the recommended grants from the Incidental Community Grants Program.*

*All applications have been assessed against the criteria as set out in the Incidental Community Grant Program Policy.*

**RECOMMENDATION**

**That Council:**

- 1. Approve the two recommended Incidental Community Grant applications, as detailed in Appendix A, for a total value of \$2,000.00**
- 2. Note the two applications approved under delegated authority, as detailed in Appendix A, for a total value of \$750.00**

**1. INTRODUCTION**

At the Ordinary Council meeting, held on 28 June 2016, Council resolved to endorse the Incidental Community Grants Program Policy 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.

### **9.3 Incidental Community Grants Program Applications (cont'd)**

#### **2. DISCUSSION**

Council has established the Incidental Community Grants program to ensure that funding may 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 are assessed and determined under delegation. Applications for funding between \$501 and \$1,000 have been assessed by the Chief Executive Officer or delegate for Council's approval.

This report outlines the grant applications received since the 27 February 2017 Ordinary Council meeting, and recommends two grants for Council's approval.

It is noted that the value requested in one application exceeds 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.

A comprehensive review of this policy is currently underway, with a report to be presented to a future Strategic Planning Committee meeting. In addition, a broader review of Council's grants programs is scheduled to be undertaken later this calendar year.

#### **3. CONSULTATION**

No consultation has been undertaken in relation to this month's grant application's detailed in this report. This information is presented as part of Council's accountability to the community.

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

There are no environmental or amenity issues associated with this report.

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

The approval of incidental community grants is managed within Council's adopted budget.

### **9.3 Incidental Community Grants Program Applications (cont'd)**

#### **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.

#### **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.

#### **9. CONFIDENTIALITY**

Confidential Appendix B contains each of the individual grant applications for Council's consideration.

#### **COUNCIL RESOLUTION**

MOVED: CR. SEYMOUR

SECONDED: CR. HOLLAND

That Council:

1. Approve the two recommended Incidental Community Grant applications, as detailed in Appendix A, for a total value of \$2,000.00
2. Note the two applications approved under delegated authority, as detailed in Appendix A, for a total value of \$750.00

CARRIED



### 9.3 Incidental Community Grants Program Applications

#### APPENDIX A – Incidental Community Grants Applications

<b>Applicant Name</b>	<b>Project Title</b>	<b>Amount Requested</b>	<b>Amount Recommended</b>
St Simon's Auskick	Purchase of a new refrigerator in the Stud Park pavilion canteen.	\$1,000.00	\$1,000.00
Ferntree Gully Fire Brigade	Fund use of variable message board to advertise community safety sessions run by brigade.	\$1,200.00	\$1,000.00
		<b>TOTAL</b>	<b>\$2,000.00</b>

<b>Applicant Name</b>	<b>Project Title</b>	<b>Amount Requested</b>	<b>Amount Approved by Delegate</b>
Rowville Football Club	Funding free school football clinics for all students from prep to grade 6 at Karoo, Park Ridge and Rowville Primary schools.	\$400.00	\$400.00
The Basin Fire Brigade Auxiliary	Provision of afternoon tea for disabled and elderly residents of Knox.	\$350.00	\$350.00
		<b>TOTAL</b>	<b>\$750.00</b>

**9.3 Incidental Community Grants Program Applications**

**CONFIDENTIAL APPENDIX B Distributed Under Separate Cover**

**ALL WARDS****10.1 WORKS REPORT AS AT 4 APRIL 2017**

**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 4 April 2017.*

**RECOMMENDATION**

That the works report, as at 4 April 2017, 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 4 April 2017, is attached as Appendix A.

**COUNCIL RESOLUTION**

MOVED: CR. HOLLAND

SECONDED: CR. GILL

That the works report, as at 4 April 2017, be received and noted.

CARRIED

Knox City Council Project Status Report  
04-Apr-2017

<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved</b>
<b>1</b>	<b>Bridges Renewal Program</b>  The contract for the renewal of the Forest Road Pedestrian Bridge has now been awarded. Works are scheduled to begin in April and will be completed prior to the end of the financial year.	<b>\$350,000</b>
<b>4</b>	<b>High Risk Road Failures</b>  Reactive works will complete this program.	<b>\$500,000</b>
<b>7</b>	<b>Road Surface Renewal Program</b>  Funding has now been 100% expended. There are still a number of streets, which have had concrete works completed but require resurfacing to be carried into next financial year.	<b>\$3,640,000</b>
<b>8</b>	<b>Drainage Pit and Pipe Renewal Program</b>  Works currently underway in Eildon Reserve.	<b>\$1,760,000</b>
<b>9</b>	<b>Footpath Renewal Program</b>  Program progressing on schedule and at 80% expended.	<b>\$1,600,000</b>
<b>10</b>	<b>Bicycle / Shared Path Renewal Program</b>  Works have now been completed at Egan Lee Reserve. Works scheduled for next month on Kelletts Road between Wyandra Way and Jacob Drive.	<b>\$500,000</b>
<b>16</b>	<b>Building Renewal Program</b>  Program 46% committed/expended with approx. 20% planned works to be committed by early April. Works nearing completion/commencing over April include Upper Ferntree Gully Preschool - internal painting, Rowville Preschool (Bernie Seebeck) - internal/external painting, carpet replacement, Rowville Preschool (Alan Clayton) - internal painting/external painting, carpet replacement, Colchester Preschool - internal painting, Knox Park Grandstand - external painting, Civic Centre - planning toilet/kitchenette refit, renewal of smart structure system to Air-conditioning, Carrington Leisure Centre - internal painting, Guy Turner Football/Cricket Pavilion - internal painting.	<b>\$4,300,000</b>
<b>17</b>	<b>Playground Renewal Program</b>  Playground draft concept plans are currently out for public consultation for the following playgrounds: Raphael, Pickett, Eildon, Windermere, Park Ridge, Balmoral and Harrow.	<b>\$1,412,146</b>
<b>22</b>	<b>Fire Hydrant Replacement Program</b>  Payments to South East Water due by mid-June.	<b>\$123,000</b>
<b>24</b>	<b>Carpark Renewal</b>  Works have recently been completed at Egan Lee Reserve.	<b>\$640,931</b>
<b>25</b>	<b>Plant &amp; Machinery Replacement Program</b>  Fleet Renewal Program 40% of funding committed.	<b>\$2,787,000</b>

Knox City Council Project Status Report  
04-Apr-2017

<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved</b>
<b>26</b>	<b>Street Tree Replacement Program</b> Tree stock ordered, planting to commence when Autumn weather sets in.	<b>\$585,454</b>
<b>31</b>	<b>Stamford Park Redevelopment</b> Verandah stage 1 works (Floor) completed March 31. Stage 2 (underside of verandah roof and metal work restoration to commence first week of April). Stage 1 & 2 underpinning works completed.	<b>\$4,440,820</b>
<b>43</b>	<b>Shade Sails &amp; Play Structure Maintenance</b> Tracking as expected at this time of year. All funds will be expended.	<b>\$38,500</b>
<b>104</b>	<b>Roadside Furniture Renewal Program</b> Army Road retaining wall works complete for completion of this program.	<b>\$60,000</b>
<b>147</b>	<b>Energy &amp; Greenhouse Program for Council Facilities</b> Contractors engaged to replace lights. Awaiting delivery of lights from suppliers.	<b>\$60,000</b>
<b>229</b>	<b>Building Code Australia Compliance</b> Program 25% committed/expended with further 50% planned works to be committed over the month of April, including replacement of non-compliant staircase and addition of handrails to lower wall at Knox Park Athletics Grandstand. Emergency lighting to be installed at rear of stage at Knox Community Arts Centre.	<b>\$100,000</b>
<b>289</b>	<b>CSR Quarry Reserve - Implementation Stage 4</b> Completed. Contract works reached Practical Completion on 20 January.	<b>\$500,937</b>
<b>345</b>	<b>Asbestos Removal</b> Program 70% committed/expended with a further 20% planned works to be committed over month of April identified from commissioned Asbestos audits.	<b>\$100,000</b>
<b>347</b>	<b>Miscellaneous Industrial Roads - Pavement Rehabilitation</b> Reactive works will complete this program.	<b>\$250,000</b>
<b>409</b>	<b>Parks Furniture Renewal</b> Installations ongoing and nearing completion.	<b>\$67,000</b>
<b>410</b>	<b>Parks Signage Renewal</b> Signage installations completed for this financial year.	<b>\$20,000</b>
<b>412</b>	<b>Water Sensitive Urban Design Renewal</b> Colchester Wetlands Projects: contractor appointed with works scheduled to commence early April.	<b>\$332,613</b>

Knox City Council Project Status Report  
04-Apr-2017

<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved</b>
<b>441</b>	<b>Tim Neville Arboretum Renewal</b>	<b>\$534,108</b>
	Stage 1 Civil Contract: Project packaged with Project 412 - WSUD renewal and 751 - Tim Neville Arboretum lake structure upgrade. Contract works are complete. Stage 2 Parks works: Arboretum works and renewals are to occur as per the Master Plan between February and June.	
<b>455</b>	<b>Parks Crescent, Cypress Avenue, Boronia - Drainage Upgrade</b>	<b>\$189,738</b>
	Project construction has been put on hold subject to long term resolution of facilities and associated drainage strategy for the park site. This project is linked with Project No. 763 Boronia Overland Flow Path. No construction to occur in 2016-17. Catchment analysis, detailed survey and functional concept designs have been completed for future consideration of works associated with this site.	
<b>459</b>	<b>Dobson Street Reserve Retarding Basin</b>	<b>\$621,628</b>
	Contractor appointed but commencement of works on site delayed due to permit approval process. Significant alteration to design now removes the need for SE Water involvement. Negotiations with contractor has commenced to reflect altered design. Works anticipated to commence around early April.	
<b>492</b>	<b>Food Act Compliance - Kitchen Retrofitting</b>	<b>\$25,000</b>
	Kitchen refits to meet Food Act requirements are underway.	
<b>495</b>	<b>Fencing Replacement in Early Years Facilities - Scope and Implementation</b>	<b>\$24,000</b>
	Program 50% committed/expended. Remainder of projects to be undertaken over April school holidays.	
<b>516</b>	<b>Rumann and Benedikt Reserves - Open Space Upgrade</b>	<b>\$200,000</b>
	Awaiting finalisation of design following feedback. Tender phase will commence once final landscape plans are submitted. This stage of works (Stage 4) is expected to be committed this financial year with works likely to over-lap end of financial year.	
<b>529</b>	<b>Dobson Park - Water Harvesting System</b>	<b>\$51,678</b>
	Project construction has been completed and Practical Completion inspection undertaken. Finalisation of project is now subject to receipt of Maintenance Manual from Contractor.	
<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>	<b>\$60,000</b>
	Planting to commence when Autumn weather sets in.	
<b>537</b>	<b>Bush Boulevard Renewal</b>	<b>\$30,000</b>
	Contractor engaged and will commence upon issue of approval from Vic Roads. Expected to be completed early April.	

Knox City Council Project Status Report  
04-Apr-2017

<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved</b>
<b>566</b>	<b>Artwork Renewal</b>  Audit of artworks being undertaken. A schedule of works will be developed regarding restoration of artwork from the Placemaker Legacy - to be carried out before end of June. It is expected the budget will be spent in full.	<b>\$20,000</b>
<b>576</b>	<b>Early Years Facility Emergency Warning System</b>  Four early warning systems will be installed during the school holidays. Quotes have been sourced to a revised specification following the pilot projects of 2015/16, for four locations - Mariemont, The Basin, Knoxfield and Wattleview.	<b>\$50,000</b>
<b>584</b>	<b>Tormore Reserve - Masterplan Development</b>  Concrete path, kerb and channel works are 60% complete. Carpark 80% complete. Remaining concrete path and drainage works at eastern side of oval to commence upon completion of works to cricket nets.	<b>\$200,000</b>
<b>587</b>	<b>Upper Ferntree Gully Neighbourhood Activity Centre - Design</b>  Project on hold at Council request.	<b>\$473,153</b>
<b>589</b>	<b>Knox Early Years (KEYs) Online</b>  Group Allocation Module going well.	<b>\$27,411</b>
<b>593</b>	<b>Marie Wallace Park - Masterplan Development</b>  (1) Open Space works: Design and costing for train safety improvements received - works to be undertaken subject to funding; (2) Access road car park - Commitment for contribution for pavement reinstatement works received from LXRA with road reinstatement works built into scope of project. Detailed design completed and quotes being sought.	<b>\$914,102</b>
<b>607</b>	<b>Ashton Road, FTG - Reconstruction</b>  Contract packaged with Kingston Street & Mountain Gate Drive projects. Contract works for Ashton Road completed with Practical Completion anticipated for mid-April.	<b>\$452,285</b>
<b>608</b>	<b>Kingston Street, FTG - Reconstruction</b>  Contract packaged with Ashton Road & Mountain Gate Drive projects. Contract works for Kingston Street completed with Practical Completion anticipated for mid-April.	<b>\$393,301</b>
<b>609</b>	<b>Mountain Gate Drive, FTG - Reconstruction</b>  Contract packaged with Kingston Street & Ashton Road projects. Contract works for Mountain Gate Drive completed with line-marking expected to be completed early April and Practical Completion anticipated for mid-April.	<b>\$526,116</b>
<b>610</b>	<b>Elm Street, Bayswater - Reconstruction</b>  Construction contract packaged with Maple Street and Orange Grove. Contract works completed with Practical Completion achieved 9 March.	<b>\$447,079</b>

Knox City Council Project Status Report  
04-Apr-2017

<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved</b>
<b>611</b>	<b>Orange Grove, Bayswater- Reconstruction</b>  Construction contract packaged with Maple Street and Elm Street. Contract works completed with Practical Completion achieved 9 March.	<b>\$397,031</b>
<b>612</b>	<b>Maple Street, Bayswater - Reconstruction</b>  Construction contract packaged with Elm Street and Orange Grove. Contract works completed with Practical Completion achieved 9 March.	<b>\$263,583</b>
<b>618</b>	<b>Rubber Rock Removal in Child Care Centres</b>  Rubber rock removal works have been completed. Awaiting invoices to finalise program.	<b>\$60,000</b>
<b>622</b>	<b>Walker Reserve - Stage 2, Wantirna South</b>  Contract works nearing completion with court surface completed and light towers installed. Court lights to be tested and adjusted in early April with Practical Completion inspection to follow.	<b>\$320,000</b>
<b>628</b>	<b>Boronia Library - Scope and Concept</b>  Project on hold, subject to wider precinct investigations.	<b>\$71,782</b>
<b>630</b>	<b>Early Years Hubs - Bayswater</b>  Landscape concept design due for completion by early April. Developed building design draft received for review.	<b>\$650,000</b>
<b>649</b>	<b>Scoresby (Exner) Reserve - Masterplan</b>  Quote from Knox Construction accepted and Works Authorisation Certificate issued to allow construction works to commence. Anticipate works to commence in early April.	<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 officers provided final comments to detailed design. Consultants making final edits and will submit completed design by April.	<b>\$23,967</b>
<b>667</b>	<b>Dobson Creek Catchment - Streetscape Water Sensitive Urban Design</b>  Quotations sought for the bulk of the works. Works are scheduled to commence end of April.	<b>\$203,402</b>
<b>668</b>	<b>Knox Active Aging Management System (KAAMS)</b>  Mobility module commencing in pilot phase.	<b>\$212,595</b>



Knox City Council Project Status Report  
04-Apr-2017

<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved</b>
<b>675</b>	<b>Public Art Project</b>  The Public Art Plan (previously called the Public Art Strategy and Blueprint) is still in draft form and is being reviewed. The plan to be endorsed prior to going on public exhibition and then back to Council for final endorsement later in the year. No money is being expended from the public art funds budget until this process is finalised. It is planned that the allocated capital works accrued amount be rolled over into the 2017/18 financial year.	<b>\$119,658</b>
<b>689</b>	<b>Lewis Park Oval 1 Renewal</b>  Construction plans being prepared by consultants for 2017/18 works.	<b>\$20,000</b>
<b>699</b>	<b>Miller Road/Dorrigo Drive Traffic Treatment</b>  Project has been completed.	<b>\$4,964</b>
<b>704</b>	<b>Mountain Highway footpath connection 4</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.	<b>\$80,000</b>
<b>707</b>	<b>Practice wickets / sports reserve assets / tennis courts / netball courts</b>  Chandler netball courts have been levelled and under coat has been applied. Weather has delayed the project. Tormore cricket nets are progressing as expected.	<b>\$225,000</b>
<b>708</b>	<b>Cricket run ups and goal squares</b>  Work at Walker Reserve completed. More sods were laid around entrances at Fairpark Reserve.	<b>\$20,000</b>
<b>710</b>	<b>Colchester Reserve Rugby Pitches</b>  Contract works approximately 90% complete. Kikuyu grass sprigs installed early December and grass coverage generally satisfactorily and patchy areas treated with additional turf. Discussions continuing with contractor to ensure optimum conditions prevail in order to allow successful handover to club in late April.	<b>\$457,230</b>
<b>712</b>	<b>Tennis Court Renewals</b>  Rita Mathews TC: Contract works are completed with Practical Completion to occur after minor repairs are carried out. Club to be supplied with formal instruction about ongoing maintenance requirements.	<b>\$235,065</b>
<b>713</b>	<b>Sports Facility Lighting Renewal</b>  Works complete.	<b>\$36,500</b>
<b>714</b>	<b>Family and Children Services Softfall Program</b>  Program completed.	<b>\$25,000</b>
<b>716</b>	<b>Early Years Hubs - Wantirna South</b>  Revised tender submissions received. Evaluation panel to nominate preferred supplier following direction from Council meeting on March 28.	<b>\$6,578,222</b>

Knox City Council Project Status Report  
04-Apr-2017

<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved</b>
<b>717</b>	<b>Knox Central Package</b>  Negotiations to acquire parcels for future road corridor and delivery of Knox Central Masterplan continue, with conclusion expected in the next financial year (17-18). The Operations Centre land has settled with residual funding to remain allocated to the project should additional land be required.	<b>\$11,585,000</b>
<b>718</b>	<b>Bulk Replacement of Street Lights with LED</b>  Final spot replacements of standard streetlights are underway. Design works on the Decorative streetlights have also commenced. Approximately 675 decorative lights are due to be replaced.	<b>\$6,071,446</b>
<b>721</b>	<b>Eildon Park Reserve (Pavilion upgrade), Rowville</b>  Works well progressed with framing and roofing to new social space nearing completion. External cladding and internal fitout to commence early April.	<b>\$658,969</b>
<b>724</b>	<b>Knox (Interim) Library</b>  Westfields will be confirming their commitment /approval of the project by mid-April, pending approval from Westfield's investment partner.	<b>\$678,520</b>
<b>725</b>	<b>Placemakers Site - Design</b>  Design to be finalised for works to replace the fire damaged premises 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>  Quotation being sought to improve site signage and minor landscape improvement works.	<b>\$12,000</b>
<b>733</b>	<b>Preschool Office/Storage - Minor Works</b>  Majority of projects have been completed over January with the remainder of the centres on the program to be completed over the April school holidays.	<b>\$70,000</b>
<b>735</b>	<b>Family &amp; Children Services Buildings Door Jamb Protectors</b>  Program completed.	<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>  Project completed.	<b>\$456,263</b>
<b>746</b>	<b>Revegetation Plan</b>  Site prepared and mulch spread. Plants ordered. Site will be planted out within May/June. Community Planting first weekend in June.	<b>\$100,000</b>
<b>747</b>	<b>Chandler Park, Boronia - Masterplan Implementation</b>  Construction works have commenced. Demolition works at southern end of netball courts complete and setout underway.	<b>\$368,169</b>

Knox City Council Project Status Report  
04-Apr-2017

<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved</b>
<b>749</b>	<b>Fairpark Reserve, FTG - Masterplan Implementation</b> Stage 1 works are currently being implemented on site.	<b>\$240,609</b>
<b>750</b>	<b>Basin Triangle Reserve, The Basin - Masterplan Implementation</b> Project completed.	<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. Project is completed.	<b>\$150,000</b>
<b>752</b>	<b>Mountain Gate Shopping Centre Reserve - Design</b> Concept design development in progress.	<b>\$19,425</b>
<b>755</b>	<b>Talaskia Reserve, Upper Ferntree Gully - Design</b> Setout and construction of concrete path works, kerb and channel and carpark north of the sports pavilion is underway.	<b>\$100,000</b>
<b>756</b>	<b>Heany Park, Rowville - Masterplan Implementation</b> Quote requested from the Contractor for additional hand rail. It is expected that all the additional works are to be completed by mid-May.	<b>\$73,741</b>
<b>757</b>	<b>Carrington Park, Knoxfield - Masterplan</b> Paths and concrete pads for seats completed. New seats to be installed by Knox Construction Department.	<b>\$150,000</b>
<b>758</b>	<b>David Cooper Park Masterplan Implementation</b> Final stage of works to commence next week, with installation of filter media to the raingarden and planting works.	<b>\$41,332</b>
<b>759</b>	<b>Alchester Village - Masterplan Implementation</b> Jane Kutchins to follow up with local trader (week commencing 10th March) regarding potential upgrade to art mural on brick wall.	<b>\$89,600</b>
<b>760</b>	<b>Alchester Village - Park Masterplan</b> As for 759 above.	<b>\$60,000</b>
<b>761</b>	<b>Dandenong Creek Gateways - Revegetation of Strategic Road Corridors</b> Site assessment to be undertaken in early April.	<b>\$49,620</b>
<b>762</b>	<b>Dobsons-Clyde Street Flood Retarding System - Design</b> Refer to Project No. 459.	<b>\$0</b>

Knox City Council Project Status Report  
04-Apr-2017

<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved</b>
<b>763</b>	<b>Boronia Road Overland Flowpath - Construction</b>  Project construction has been put on hold subject to long term resolution of facilities and associated drainage strategy for the park site. No construction to occur in 2016-17. Catchment analysis, detailed survey and functional concept designs have been completed for future consideration of works at this site.	<b>\$550,000</b>
<b>765</b>	<b>Alchester Village Shopping Centre - new toilet block</b>  Project completed.	<b>\$135,200</b>
<b>768</b>	<b>Wantirna Mall Toilets</b>  Project completed.	<b>\$116,530</b>
<b>769</b>	<b>Mint Street, Wantirna – Dandenong Creek Wetland Construction</b>  Detailed designs finalised. Project is currently out for tender with tenders closing on 20 April. Expect to be able to appoint a contractor by early May with construction anticipated to commence by late May.	<b>\$400,000</b>
<b>771</b>	<b>Colchester Road, Boronia – Wetland and Raingarden</b>  Refer to Project No. 412.	<b>\$40,000</b>
<b>773</b>	<b>Suffern Avenue (Waldheim Street) Wetland</b>  Detailed design completed and design review underway. Expected tender process to occur in May.	<b>\$373,979</b>
<b>775</b>	<b>Alchester Village Lighting Project</b>  Park lighting works are complete and operational. Street lighting upgrade works (by Ausnet) are complete and operational. Awaiting quotation for additional lighting in park.	<b>\$91,775</b>
<b>785</b>	<b>Printer Upgrade</b>  First printer installed and users are being registered.	<b>\$78,107</b>
<b>786</b>	<b>Microsoft Office Upgrade</b>  Rollout to whole of business underway.	<b>\$150,000</b>
<b>787</b>	<b>Website Development</b>  Project on hold pending resources.	<b>\$36,000</b>
<b>788</b>	<b>Electronic Record System Upgrade (Knox eXplorer)</b>  Go Live successful 14 Feb 2017, training continuing, support being provided, Go Trim commencing and removal of G: drive due June.	<b>\$743,038</b>
<b>789</b>	<b>Facilities Booking Review/Upgrade</b>  Project on hold due to lack of upgrade availability by vendor.	<b>\$35,800</b>

Knox City Council Project Status Report  
04-Apr-2017

<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved</b>
<b>791</b>	<b>Server Infrastructure</b> Implementation continuing.	<b>\$198,500</b>
<b>792</b>	<b>PC Rollout</b> Project completed.	<b>\$80,000</b>
<b>793</b>	<b>Non Leased Software and Hardware</b> Project scheduled for completion by the end of June.	<b>\$100,000</b>
<b>794</b>	<b>Switch Replacement Program (Leased)</b> Due for completion in April.	<b>\$38,000</b>
<b>796</b>	<b>Park Crescent, Boronia - Reconstruction</b> Project packaged with Erica Avenue and Woodvale Road with contract works nearing completion. Kerb & channel works completed with asphaltting works now underway.	<b>\$240,000</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> Project packaged with Erica Avenue and Park Crescent with contract works nearing completion. Kerb & channel works completed with asphaltting works now underway.	<b>\$210,000</b>
<b>799</b>	<b>Windermere Drive, Ferntree Gully - Reconstruction</b> Detailed design complete and project packaged with Smithfield Square project as one tender. Tenders closed and assessment underway.	<b>\$350,000</b>
<b>800</b>	<b>Smithfield Square, Wantirna - Reconstruction</b> Detailed design complete and project packaged with Windermere Drive project as one tender. Tenders closed and assessment underway.	<b>\$210,000</b>
<b>801</b>	<b>Sasses Avenue, Bayswater - Reconstruction</b> Contract advertised with tenders closing 4 April. Anticipate being able to appoint a contractor by late April.	<b>\$240,000</b>
<b>802</b>	<b>Erica Avenue, Boronia - Reconstruction</b> Project packaged with Park Crescent and Woodvale Road. Works due to commence in Erica Avenue early April and involve substantial night works with in-principle agreement from PTV obtained.	<b>\$240,000</b>
<b>803</b>	<b>Macquarie Place, Boronia - Reconstruction</b> Contractor has been appointed and works due to commence early April once pre-construction documentation has been submitted and approved.	<b>\$210,000</b>

Knox City Council Project Status Report  
04-Apr-2017

<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved</b>
<b>804</b>	<b>Dorset Road (169), Boronia - Flood Mitigation</b>  Detailed design completed and design review about to commence - expect construction to occur from late April.	<b>\$97,000</b>
<b>806</b>	<b>Cash Fues Place, Wantirna – Dandenong Creek Wetland Design</b>  Detailed design close to finalised. Quotes will follow. Intended construction start scheduled for late May.	<b>\$65,000</b>
<b>809</b>	<b>Bayswater Activity Centre Streetscape Improvements</b>  Design works for Mountain Hwy remain ongoing, with costing and detailed program yet to be finalised. Project is currently influenced by design and costs for undergrounding of power. Council officers are currently liaising directly on these matters with Level Crossing Removal Authority.	<b>\$1,700,000</b>
<b>812</b>	<b>Asset Management System</b>  Project yet to commence.	<b>\$20,000</b>
<b>813</b>	<b>Information architecture design and planning</b>  Awaiting final endorsement of ICT/Digital Strategy.	<b>\$75,200</b>
<b>814</b>	<b>Standard Operating Environment Upgrade</b>  Minor updates have been applied, continuing with rollout.	<b>\$70,000</b>
<b>815</b>	<b>Pathway Smartclient implementation</b>  Working with vendor to complete this process.	<b>\$87,300</b>
<b>816</b>	<b>ePathway Payment enhancements/extension</b>  Working closely with vendor to complete this project on time.	<b>\$70,000</b>
<b>817</b>	<b>WAN Upgrade</b>  Due for completion by mid-April.	<b>\$100,000</b>
<b>818</b>	<b>DRP Update and full test</b>  Equipment purchased for Manningham disaster recovery site License with Manningham executed, implementation underway, testing to be undertaken post June.	<b>\$100,000</b>
<b>819</b>	<b>IT Security Audit (policies &amp; procedures)</b>  Scheduled for late April.	<b>\$40,000</b>
<b>820</b>	<b>Mobile phone refresh (iPhone)</b>  Project underway.	<b>\$20,000</b>
<b>821</b>	<b>Nimble</b>  Project about to comment in May.	<b>\$90,000</b>

Knox City Council Project Status Report  
04-Apr-2017

<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved</b>
<b>822</b>	<b>Security, Email Filtering and Firewall</b> Due for completion by mid-April.	<b>\$120,000</b>
<b>823</b>	<b>DCI - Air Conditioner</b> Design work and quotes underway, urgently required due to aging existing air-conditioning and failures.	<b>\$100,000</b>
<b>824</b>	<b>VESDA Fresh Air Unit</b> This project not being implemented, updated technology removes the need for this system to be augmented with extra warning devices.	<b>\$2,000</b>
<b>825</b>	<b>Microsoft Licensing (True Up)</b> Microsoft will contact KCC once it is ready to adjust the number of licences to match the number of users.	<b>\$150,000</b>
<b>826</b>	<b>Microsoft SQL Licence</b> Microsoft will contact KCC once it is ready to adjust the number of licences to match the number of users.	<b>\$220,000</b>
<b>827</b>	<b>Microsoft SharePoint Upgrade</b> Awaiting endorsement of ICT/Digital strategy and roadmap.	<b>\$100,000</b>
<b>828</b>	<b>New Licences - HelpMaster Pro</b> Alternative solution is being investigated and RFQ to be developed.	<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> Grass growth still progressing slowly. This may impact on use next season.	<b>\$440,000</b>
<b>831</b>	<b>Templeton Reserve, Wantirna - Oval Renewal</b> Grass growth is progressing as expected.	<b>\$260,000</b>
<b>832</b>	<b>Knox Gardens Reserve, Wantirna South - Oval 2 Renewal</b> Grass is growing extremely well. Cricket club should be back online in December.	<b>\$250,000</b>
<b>833</b>	<b>Knox Gardens Reserve, Wantirna South - Tennis Court Renewal</b> Preliminary estimate prepared for works required for Courts 6 & 7. Need to confirm scope of works on site.	<b>\$44,000</b>
<b>834</b>	<b>Oversowing of Sports Fields</b> Knox Park and Batterham Reserve have been oversown. HV Jones and Kings Park were delayed by wet weather and were planted late March as a result.	<b>\$20,000</b>

Knox City Council Project Status Report  
04-Apr-2017

<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved</b>
<b>837</b>	<b>Westfield Library - Design</b> Still awaiting outcomes of discussions with Westfields.	<b>\$200,000</b>
<b>838</b>	<b>Bayswater Community Hub - Scoping</b> Council officers are continuing to engage with the LXRA on land related matters.	<b>\$120,000</b>
<b>839</b>	<b>Preschool Bathroom Upgrades, Scoping and Design</b> Concept designs have been completed and signed off for detailed design. Cost estimates have been provided to inform next year's budget process. Detailed design documentation expected by early April.	<b>\$60,000</b>
<b>840</b>	<b>Knoxfield Preschool - Bathroom Upgrade</b> Project completed subject to internal transfer of remaining funds from Mariemont project as per variation approval.	<b>\$54,000</b>
<b>841</b>	<b>Knox Skate &amp; BMX Park, New Floodlighting</b> Project completed.	<b>\$70,000</b>
<b>842</b>	<b>Knox Athletics Track, Hammer Throw Cage Upgrade</b> Feedback from the Athletics Club and Leisure have confirmed positive outcome of discussions with BMX Club. Detailed design plans close to being finalised.	<b>\$60,000</b>
<b>843</b>	<b>Gilbert Park Reserve, Pavilion Upgrade</b> Architect has been engaged to prepare revised concept. Concept to incorporate modular design, Council's Sporting Reserve Facility Development Guidelines Policy and revised requirements from Baseball Victoria and Softball Victoria. Concept and preliminary cost plan due April.	<b>\$65,000</b>
<b>844</b>	<b>Score Boards - Design and Installation</b> Budget approx. 70% expended. All eight projects at construction/completion stage.	<b>\$350,000</b>
<b>845</b>	<b>Carrington Park Leisure Centre - Basketball Rings</b> Works programmed to be complete by end of June (as part of structural rectification project).	<b>\$35,000</b>
<b>846</b>	<b>Knox Gardens Reserve - Lower Oval Shelters</b> Expected early April commencement.	<b>\$40,500</b>
<b>847</b>	<b>Boronia Basketball Stadium - Safety Padding</b> Works now expected to be undertaken over April/May.	<b>\$65,000</b>
<b>848</b>	<b>Mariemont Preschool, Wantirna - Upgrade of Foyer and Office Space</b> Concept design and estimate provided. Proceeding to detailed design with expectation of completion by end of April for construction in 2017/18.	<b>\$158,000</b>



Knox City Council Project Status Report  
04-Apr-2017

<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved</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. Concept information 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>  Project completed.	<b>\$3,450</b>
<b>851</b>	<b>Senior Citizens Centres - Facilities Development Plan</b>  Asset Development Plan completed and reviewed and to be presented to Council at the May Issues Briefing Meeting.	<b>\$85,000</b>
<b>852</b>	<b>Community Facilities Climate Control - Options Analysis</b>  A draft report from consultant is due early April.	<b>\$15,000</b>
<b>853</b>	<b>Aimee Seebeck Hall, Amenities Design</b>  Cost plan received. Awaiting invoice for project signoff	<b>\$10,000</b>
<b>854</b>	<b>Knox Community Gardens/Vineyard Pergola Upgrade</b>  Awaiting advice from whole of site Masterplan before scope of works can be established.	<b>\$10,000</b>
<b>855</b>	<b>Boronia Road, Wantirna - Footpath</b>  Footpath constructed as part of adjacent development. Funds transferred to next priority footpath project.	<b>\$25,000</b>
<b>856</b>	<b>Boronia Road, Boronia - Footpath Feasibility Study</b>  Advice received from Traffic & Transport that footpath can be aligned between property frontage and service road with no apparent vegetation issues now likely to affect the design.	<b>\$10,000</b>
<b>857</b>	<b>Rollings Road, Upper FTG - Footpath</b>  Project completed.	<b>\$65,100</b>
<b>858</b>	<b>Ferntree Gully Road, Ferntree Gully - Footpath</b>  Now due to commence in April due to contractor availability.	<b>\$31,500</b>
<b>859</b>	<b>Mountain Highway, Wantirna - Footpath 3</b>  Footpath constructed as part of adjacent development. Funds transferred to next priority footpath project.	<b>\$57,750</b>
<b>860</b>	<b>Bergins Road, Rowville - Footpath 3</b>  Awaiting feedback on vegetation issues from Biodiversity and to finalize design details and inform on any Telstra alteration works required.	<b>\$125,000</b>
<b>861</b>	<b>Beresford Drive/Colchester Road, Boronia - Channelised Right Turn</b>  Works about to commence.	<b>\$70,000</b>

Knox City Council Project Status Report  
04-Apr-2017

<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved</b>
<b>862</b>	<b>Burwood Highway, Wantirna - Shared Path 2 - Design</b> Biodiversity consultant to be engaged to advise on vegetation and path alignment.	<b>\$10,000</b>
<b>863</b>	<b>Fitzgerald Street, FTG - Streetlights</b> Waiting on AusNet to install.	<b>\$45,000</b>
<b>864</b>	<b>Lakeside Boulevard, Rowville - Pedestrian Refuge</b> Now due to commence in April due to contractor availability.	<b>\$15,000</b>
<b>865</b>	<b>Mountain Highway, Boronia - Footpath Connection 2</b> Project completed.	<b>\$20,000</b>
<b>866</b>	<b>Ferntree Gully Village Square - Masterplan Implementation</b> Still liaising with VicTrack regarding lease/MOU of Vic Track land. Draft documentation package is currently being prepared.	<b>\$100,000</b>
<b>867</b>	<b>Knox Regional Netball Centre, Ferntree Gully - Masterplan</b> Successful consultants engaged. Initial project meeting completed on site 31 March.	<b>\$55,000</b>
<b>868</b>	<b>H V Jones, Ferntree Gully Masterplan Implementation</b> Successful consultants engaged. Initial project meeting completed on site 31 March.	<b>\$45,000</b>
<b>869</b>	<b>Gilbert Park, Knoxfield - Masterplan Review</b> Open Space Landscape Design internal team have revised the Masterplan based on the comments from internal stakeholders. Feature survey will be completed by Project Delivery Team in April.	<b>\$30,000</b>
<b>870</b>	<b>Ferntree Gully Stormwater Masterplan</b> Funds transferred to Dobsons-Clyde Street Flood Retarding System project.	<b>\$20,000</b>
<b>871</b>	<b>Energy Performance Audit for Community Buildings</b> Assessments of the three submissions from the Request for Proposal is currently underway. One contractor will be engaged to carry out the assessments at the remaining sites.	<b>\$120,000</b>
<b>874</b>	<b>Fulham Road, Rowville Reconstruction - Design</b> Geotech investigation and survey completed. Detailed design has commenced.	<b>\$30,000</b>
<b>875</b>	<b>Parkhurst Drive, Knoxfield Reconstruction - Design</b> Geotech investigation and survey completed. Detailed design to commence in April.	<b>\$45,000</b>
<b>876</b>	<b>Eastgate Court, Wantirna South Reconstruction - Design</b> Design completed - survey to assess business needs to follow.	<b>\$25,000</b>
<b>877</b>	<b>Rosehill Street, Scoresby Reconstruction - Design</b> Geotech investigation and survey completed. Detailed design around 60% complete and expected to be completed early April.	<b>\$25,000</b>

Knox City Council Project Status Report  
04-Apr-2017

<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved</b>
<b>878</b>	<b>Alma Avenue, Ferntree Gully Reconstruction - Design</b> Geotech investigation and survey completed with detailed design underway and 50% complete.	<b>\$25,000</b>
<b>879</b>	<b>Winwood Drive, Ferntree Gully Reconstruction - Design</b> Geotech investigation and survey completed with detailed design nearing completion. Design review to follow.	<b>\$25,000</b>
<b>880</b>	<b>Helene Court, Boronia Reconstruction - Design</b> Geotech investigation, survey and detailed design completed. Parks agreed to remove significant eucalypt tree due to it causing damage to road infrastructure.	<b>\$25,000</b>
<b>882</b>	<b>Knox Regional Football Centre Storage Shed</b> Project no longer proceeding as an alternative solution has been implemented.	<b>\$0</b>
<b>883</b>	<b>Road Reconstruction Audit Works</b> Road reconstruction funding for audit priority works and has supplemented this year's Roads to Recovery funding shortfall.	<b>\$1,160,000</b>
<b>884</b>	<b>Glenfern Road Ferntree Gully - Footpath</b> Detailed design reviewed with Knox Construction team and due to be constructed by end of June.	<b>\$162,750</b>
<b>885</b>	<b>Various Isolated Traffic Treatments</b> Works to be completed as part of this project have been arranged.	<b>\$70,000</b>
<b>886</b>	<b>Schultz Reserve - Internal Pavilion Upgrades (Female Friendly)</b> Council allocated funding to this project at its December, 2016 meeting to match State Government Community Sports Infrastructure 2017/18 funding.	<b>\$100,000</b>
<b>887</b>	<b>Knox Regional Sports Park Signage - Design</b> Project completed.	<b>\$13,500</b>
<b>888</b>	<b>Batterham Reserve Floodlighting Upgrade</b> Addition of new project as part of Community Development Grants Programme following election commitment made prior to last year's federal election. Works to be completed in the 2017/18 capital works program.	<b>\$200,000</b>
<b>889</b>	<b>Wally Tew Reserve Floodlighting Upgrade</b> Addition of new project as part of Community Development Grants Programme following election commitment made prior to last year's federal election. Works to be completed in the 2017/18 capital works program.	<b>\$200,000</b>
<b>891</b>	<b>Henderson Road Bridge - Preconstruction</b> Planning has begun on the project, with the project scope being identified, and investigation works commencing.	<b>\$0</b>
<b>Total:</b>		<b>\$74,490,636</b>

**ALL WARDS****10.2 ASSEMBLIES OF COUNCILLORS**

**SUMMARY:** *Acting Manager – Governance and Innovation  
(Angela Mitchell)*

*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 6 March 2017 and Sunday 9 April 2017 are attached to this report.

**COUNCIL RESOLUTION**

MOVED: CR. HOLLAND  
SECONDED: CR. GILL

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



(Section 80A Local Government Act)

<b>Date of Assembly:</b> 6/3/2017	
<b>Name of Committee or Group (if applicable):</b>	
Issues Briefing	
<b>Time Meeting Commenced:</b> 6:30pm	
<b>Councillors in Attendance:</b>	
Cr Darren Pearce, Mayor	Cr Jackson Taylor
Cr Peter Lockwood	Cr Jake Keogh
Cr John Mortimore	Cr Nicole Seymour
Cr Tony Holland	
<b>Council Staff in Attendance:</b>	
Ian Bell	Jude Whelan
Matthew Hanrahan	David Yeouart (Item 1)
Angelo Kourambas	Marco D'Amico (Item 1)
Kerry Stubbings	Pip Smith (Item 2)
Fleur Cousins	Kathy Parton (Item 2 & 3)
<b>Matters Considered:</b>	
1. Alternative Building Structures – Development	
2. Community Operational Funding Program 2017-18	
3. Draft Community Plan 2017-21 – Aims/Targets, Measures and Council Actions	
4. Forward Report Schedule	

<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



(Section 80A Local Government Act)

<b>Date of Assembly:</b> 9/3/2017	
<b>Name of Committee or Group (if applicable):</b> Knox Affordable Housing Advisory Committee	
<b>Time Meeting Commenced:</b> 6:30pm	
<b>Councillors in Attendance:</b>	
Cr Peter Lockwood	
Cr John Mortimore	
<b>Council Staff in Attendance:</b>	
Sharon Barker	
Rose Vince	
Nicole Vickridge	
<b>Matters Considered:</b>	
1. Role of the Knox Affordable Housing Advisory Committee 2017	
2. Knox Affordable Housing Action Plan	
3. Homes for Victorians – Victorian Government’s Affordable Housing Strategy	
4. Strategic Planning Report	
5. Eastern Affordable Housing Alliance	
6. Feedback from Advisory Committee Members	

<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



(Section 80A Local Government Act)

<b>Date of Assembly:</b> 16/3/2017	
<b>Name of Committee or Group (if applicable):</b> Knox Regional Sports Park Advisory Committee	
<b>Time Meeting Commenced:</b> 6:30pm	
<b>Councillors in Attendance:</b>	
Cr Adam Gill	
Cr Lisa Cooper	
Cr Nicole Seymour	
<b>Council Staff in Attendance:</b>	
Marco D'Amico	
Jude Whelan	
Meera Bala	
<b>Matters Considered:</b>	
1. Chair Election for Committee	
2. Future Meeting Process and Topics	
3. Knox Regional Sports Park Signage	
4. Knox Regional Sports Park Showcase Event	
5. Events Calendar	

<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



(Section 80A Local Government Act)

<b>Date of Assembly:</b> 20/3/2017	
<b>Name of Committee or Group (if applicable):</b> Special Issues Briefing	
<b>Time Meeting Commenced:</b> 6:30pm	
<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 Adam Gill	
<b>Council Staff in Attendance:</b>	
Tony Doyle	Jonathon Wright (Item 1)
Ian Bell	Claire Anderson (Item 1)
Angelo Kourambas	Kim Rawlings (Item 1 & 2)
Kerry Stubbings	Nicole Vickridge (Item 1 & 2)
Fleur Cousins	Jayna Liew (Item 1 & 2)
<b>Matters Considered:</b>	
1. Scope of the Dandenong Foothills Policy Review	
2. Boronia Structure Plan Review	

<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



(Section 80A Local Government Act)

<b>Date of Assembly:</b> 21/3/2017	
<b>Name of Committee or Group (if applicable):</b> Annual Budget Preparation – Night 1	
<b>Time Meeting Commenced:</b> 6:30pm	
<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>	
	Fleur Cousins
Tony Doyle	Dale Monk
Ian Bell	Matthew Hanrahan
Angelo Kourambas	James Morris
Kerry Stubbings	
<b>Matters Considered:</b>	
1. Operational Budget	
2. Knox Vision Statement	
3. Annual Plan	
4. Business Cases – Operating	

<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



(Section 80A Local Government Act)

<b>Date of Assembly:</b> 23/3/2017	
<b>Name of Committee or Group (if applicable):</b> Knox Community Safety Advisory Committee	
<b>Time Meeting Commenced:</b> 9:30am	
<b>Councillors in Attendance:</b>	
Cr John Mortimore	
Cr Jackson Taylor	
<b>Council Staff in Attendance:</b>	
Lisette Pine	
Sam Spooner	
Liz Lim	
Tony Justice	
<b>Matters Considered:</b>	
1. Knox Community Safety Advisory Committee Recruitment	
2. South East Alcohol Management Project Overview	
3. Introduction - Department of Justice Regional Project Officer	
4. Update on Family Violence Grant Application	
5. Update on Liquor Control Reform Act Review	

<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



(Section 80A Local Government Act)

<b>Date of Assembly:</b> 27/3/2017	
<b>Name of Committee or Group (if applicable):</b> Pre Council Briefing	
<b>Time Meeting Commenced:</b> 6:30pm	
<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	
Ian Bell	
Angelo Kourambas	
Kerry Stubbings	
Joanne Truman	
Fleur Cousins	
<b>Matters Considered:</b>	
1. Draft MAV Motions for State Council Meeting	

<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



(Section 80A Local Government Act)

<b>Date of Assembly:</b> 28/3/2017	
<b>Name of Committee or Group (if applicable):</b> Planning Consultation Committee	
<b>Time Meeting Commenced:</b> 5:30pm	
<b>Councillors in Attendance:</b>	
Cr Peter Lockwood	
Cr Tony Holland	
<b>Council Staff in Attendance:</b>	
Greg Kent	
Ollie Graovac	
Ros Lemin	
<b>Matters Considered:</b>	
Application for the change of use (Place of Worship), reduction in car parking and alteration of access to a road in a category 1 Road Zone (Application No: P/2016/6905)	

<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



(Section 80A Local Government Act)

<b>Date of Assembly:</b> 28/3/2017	
<b>Name of Committee or Group (if applicable):</b>	
Annual Budget Preparation – Night 2	
<b>Time Meeting Commenced:</b> 6:30pm	
<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 (6:47pm)	Cr Nicole Seymour
Cr Adam Gill	
<b>Council Staff in Attendance:</b>	
Tony Doyle	Dale Monk
Ian Bell	James Morris
Kim Rawlings	Fleur Cousins
Kerry Stubbings	Gene Chiron (Item 4 & 5)
Joanne Truman	
<b>Matters Considered:</b>	
1. Rating Strategy	
2. Fees and Charges	
3. Detailed Operating Budget	
4. Major Projects	
5. Capital Works Program	

Conflict of Interest Disclosures: Nil		
Councillor's Name	Type of Interest	Councillor Left Assembly While Matter Being Considered

## RECORD OF ASSEMBLY OF COUNCILLORS



(Section 80A Local Government Act)

<b>Date of Assembly:</b> 27/3/2017 and 4/4/2017	
<b>Name of Committee or Group (if applicable):</b> CEO's Performance Evaluation Committee	
<b>Time Meeting Commenced:</b> 5:00pm (27/3/17) and 9.30am (4/4/17)	
<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>	
1. Endorse previous minutes	
2. Review CEO's KPI's for period ending 31 March 2017	

<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



(Section 80A Local Government Act)

<b>Date of Assembly:</b> 3/4/2017	
<b>Name of Committee or Group (if applicable):</b>	
Issues Briefing	
<b>Time Meeting Commenced:</b> 6:00pm	
<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
<b>Council Staff in Attendance:</b>	
Tony Doyle	Angela Mitchell
Ian Bell	Kim Rawlings
Angelo Kourambas	Dale Monk (Item 1)
Kerry Stubbings	Annette Dodson (Item 2)
Joanne Truman	Kathy Parton (Item 2 & 3)
<b>Matters Considered:</b>	
1. Budget Finalisation – Councillor Nominated Projects and ICT	
2. The Basin Community House – Building the Future	
3. Draft Community and Council Plan 2017-2021	
4. Foothills and Upper Ferntree Gully	
5. Forward Report Schedule	

<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



(Section 80A Local Government Act)

<b>Date of Assembly:</b> 4/4/2017	
<b>Name of Committee or Group (if applicable):</b> Knox Multicultural Advisory Committee	
<b>Time Meeting Commenced:</b> 6:00pm	
<b>Councillors in Attendance:</b>	
Cr Peter Lockwood	
Cr Jake Keogh	
<b>Council Staff in Attendance:</b>	
Amanda Wiggs	
Joan Pepi	
Joy Temple	
<b>Matters Considered:</b>	
1. Business Arising out of Previous Minutes	
2. Presentation – Health Literacy	
3. Knox City Council Multicultural Strategic Plan 2012-2017	
4. Reports from Knox Multicultural Committee Members	

<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>



**11. MOTIONS FOR WHICH NOTICE HAS PREVIOUSLY BEEN GIVEN****11.1 NOTICE OF MOTION NO. 60****KNOX HOCKEY FACILITY**COUNCIL RESOLUTION

MOVED: CR. TAYLOR  
SECONDED: CR. COOPER

That Council:

- Notes that the Knox School has given notice that the Knox Hockey facility currently operating through a partnership agreement between the Council, the Knox School and the Knox Hockey Club will not continue into the long-term as the school has identified this area in their Master Plan which was adopted in December 2016 for a school redevelopment project;
- Recognises the contribution the club makes to the wider Knox community through its activities as a sporting club; and
- Continues to work closely with the Knox Hockey Club to identify how and where an appropriate hockey facility could be made available within Knox when the current facility ceases to be available at the Knox School.

CARRIED

**12. SUPPLEMENTARY ITEMS**

Nil.

**13. URGENT BUSINESS****13.1 URGENT BUSINESS**

Nil.

**13.2 CALL UP ITEMS****STATUS OF THE CONSTRUCTION OF UN-MADE ROADS IN KNOX**COUNCIL RESOLUTION

MOVED: CR. KEOGH  
SECONDED: CR. HOLLAND

That a report is prepared for the June 2017 Council Meeting on Council's approach to the construction of un-made roads through the application of the Contributory Schemes Special Rates and Charges Policy, considering:

- the strategic benefits/intent of the Policy;
- the current annual cost to Council associated with maintaining un-made roads;
- the challenges and current estimated costs associated with the construction of un-made roads in Knox;
- the previous position of affected residents and their support or otherwise for the construction of un-made roads; and
- the approach followed by other Councils in the construction of un-made roads.

CARRIED

**14. QUESTIONS WITHOUT NOTICE**

Nil.

**MEETING CLOSED AT 8.03PM**

Minutes of Meeting confirmed at the  
Ordinary Meeting of Council  
held on  
Monday 22 May 2017

.....  
Chairperson