

MINUTES



Strategic Planning Committee Meeting

Held at the

Civic Centre

511 Burwood Highway

Wantirna South

On

Monday 10 July 2023

The Agenda for the Strategic Planning Committee Meeting, Monday 10 July 2023, forms part of these Minutes and is attached in full at the end of the Minutes.

These Minutes are considered draft until adopted and confirmed at the next Strategic Planning Committee Meeting.

The meeting commenced at 7:01pm.

PRESENT:

<i>Cr M Timmers-Leitch (Chairperson)</i>	<i>Collier Ward</i>
<i>Cr Y Allred (Via Zoom)</i>	<i>Baird Ward</i>
<i>Cr J Dwight</i>	<i>Chandler Ward</i>
<i>Cr M Baker (Via Zoom)</i>	<i>Dobson Ward</i>
<i>Cr S Laukens</i>	<i>Friberg Ward</i>
<i>Cr L Cooper</i>	<i>Scott Ward</i>
<i>Cr D Pearce</i>	<i>Taylor Ward</i>
<i>Mr B Dobson</i>	<i>Chief Executive Officer</i>
<i>Mr G Thorne</i>	<i>Director - Infrastructure</i>
<i>Mr M Kelleher</i>	<i>Director - City Liveability</i>
<i>Mr G Curcio</i>	<i>Director - Customer & Performance</i>
<i>Ms J Chalkley</i>	<i>Director - Connected Communities</i>
<i>Ms N Lorkin</i>	<i>Chief Financial Officer</i>
<i>Mr A Dowling</i>	<i>Manager - Governance & Risk</i>

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1 Apologies

Apologies were received from Councillor Grasso and Councillor Seymour.

2 Declarations of Conflict of Interest

Nil.

3 Confirmation of Minutes

The Chairperson, Councillor Timmers-Leitch invited Councillors to raise any opposition to the Minutes of the Meeting of Council held on Monday 8 May 2023. There being none, the Chairperson declared the Minutes be confirmed.

4 Considering and Ordering Upon Officers' Reports

4.1 ICT Capital Works

SUMMARY: Chief Information Officer, Scott Coleman

The ICT Capital Works Report shows projects on Council's ICT Capital Works Program and indicates the monthly status of each project.

RECOMMENDATION

That Council receive and note the ICT Capital Works Report, as at 14 June 2023.

RESOLUTION

MOVED: Councillor Laukens

SECONDED: Councillor Allred

That Council receive and note the ICT Capital Works Report, as at 14 June 2023.

CARRIED

4.2 Capital Works Program Report

SUMMARY: Coordinator, Capital Works, John Bixby

The Capital Works Program Report shows projects on Council's Capital Works Program and indicates the status of each project as of 26 June 2023.

RECOMMENDATION

That the Committee receive and note the Capital Works Program Report, as of 26 June 2023.

RESOLUTION

MOVED: Councillor Baker

SECONDED: Councillor Cooper

That the Committee receive and note the Capital Works Program Report, as of 26 June 2023.

CARRIED

4.3 Proposal to Sell Three Council Facilities at 73-75 Eildon Parade Rowville, 10 Tamara Street Wantirna and 4 Coorie Avenue Bayswater

SUMMARY: Emma Hayton, Property Officer

Following a strategic review of Council's early years facilities leading to consolidation of services into the two hubs built in Wantirna South and Bayswater, five sites were identified as surplus, two of which have progressed to sale.

Council resolved on 26 November 2018 to declare the following three facilities as surplus to Council's requirements and seek to rezone the sites to a residential zone:

- Eildon Parade Preschool, 73-75 Eildon Parade, Rowville;
- NG Haynes Children and Family Centre, 10 Tamara Street, Wantirna South; and
- Coorie Avenue Children and Family Centre, 4 Coorie Avenue, Bayswater.

All three sites are currently vacant and not in use. 10 Tamara Street, Wantirna South and 4 Coorie Avenue, Bayswater, have been vacant since 2019, and 73-75 Eildon Parade has been vacant since 2022.

Approval is now sought to commence community consultation for the proposed sale of the land.

RECOMMENDATION

That the Committee:

1. Note Council's resolution on 26 November 2018 declaring the three properties surplus to Council requirements:
 - Eildon Parade Preschool, 73-75 Eildon Parade, Rowville;
 - NG Haynes Children and Family Centre, 10 Tamara Street, Wantirna South; and
 - Coorie Avenue Children and Family Centre, 4 Coorie Avenue, Bayswater
2. Note Council's resolution on 31 January 2022 to adopt Amendment C174knox to the Knox Planning Scheme to rezone the following properties from Public Use Zone 6 (Local Government) to Neighbourhood Residential Zone (Schedule 4):
 - 73-75 Eildon Parade, Rowville, identified within Lot 1017 on Plan of Subdivision 146358E, Certificate of Title Volume 09613 Folio 349 and Lot 1018 on Plan of Subdivision 146358E, Certificate of Title Volume 09613, Folio 350;
 - 10 Tamara Street, Wantirna South, identified within Lot 1 on Title Plan 177866F, Certificate of Title Volume 09135 Folio 195; and
 - 4 Coorie Avenue, Bayswater, identified within Lot 21 on Plan of Subdivision 12008, Certificate of Title Volume 07166 Folio 135
3. Note a policy assessment indicates that these three properties are not required to be retained and consequently resolve to:
 - a. Commence the statutory process to sell the land as per Section 114 of the Local Government Act 2020, for no less than market value (plus GST if applicable as determined by an independent valuer);
 - b. Give public notice of the proposed sale of the subject land on the Council internet site, as per Section 114 of the Local Government Act 2020; and
 - c. Undertake community consultation in accordance with Section 114(2)(b) of the Local Government Act 2020.
4. Note a further report will be presented to a Council or Strategic Planning Committee Meeting to enable consideration of any submissions and final determination of the matter.

RESOLUTION

MOVED: Councillor Pearce

SECONDED: Councillor Cooper

That the Committee:

- 1. Note Council's resolution on 26 November 2018 declaring the three properties surplus to Council requirements:**
 - Eildon Parade Preschool, 73-75 Eildon Parade, Rowville;
 - NG Haynes Children and Family Centre, 10 Tamara Street, Wantirna South; and
 - Coorie Avenue Children and Family Centre, 4 Coorie Avenue, Bayswater
- 2. Note Council's resolution on 31 January 2022 to adopt Amendment C174knox to the Knox Planning Scheme to rezone the following properties from Public Use Zone 6 (Local Government) to Neighbourhood Residential Zone (Schedule 4):**
 - 73-75 Eildon Parade, Rowville, identified within Lot 1017 on Plan of Subdivision 146358E, Certificate of Title Volume 09613 Folio 349 and Lot 1018 on Plan of Subdivision 146358E, Certificate of Title Volume 09613, Folio 350;
 - 10 Tamara Street, Wantirna South, identified within Lot 1 on Title Plan 177866F, Certificate of Title Volume 09135 Folio 195; and
 - 4 Coorie Avenue, Bayswater, identified within Lot 21 on Plan of Subdivision 12008, Certificate of Title Volume 07166 Folio 135
- 3. Note a policy assessment indicates that these three properties are not required to be retained and consequently resolve to:**
 - a. Commence the statutory process to sell the land as per Section 114 of the Local Government Act 2020, for no less than market value (plus GST if applicable as determined by an independent valuer;**
 - b. Give public notice of the proposed sale of the subject land on the Council internet site, as per Section 114 of the Local Government Act 2020; and**
 - c. Undertake community consultation in accordance with Section 114(2)(b) of the Local Government Act 2020.**
- 4. Note a further report will be presented to a Council or Strategic Planning Committee Meeting to enable consideration of any submissions and final determination of the matter.**

CARRIED

5 Motions for Which Notice has Previously Been Given

Nil.

6 Supplementary Items

Nil.

7 Urgent Business

7.1 Urgent Business

Nil.

8 Confidential Items

Nil.

MEETING CLOSED AT 7:10pm

Minutes of Meeting confirmed at the
Strategic Planning Committee Meeting
held on Monday, 14 August 2023

.....
Chairperson

The Agenda for this meeting is attached in full at the end of the Minutes.

AGENDA

Meeting of the Strategic Planning Committee of Council

To be held at the
Civic Centre
511 Burwood Highway
Wantirna South

On

Monday 10 July 2023 at 7:00 PM

This meeting will be conducted in person
meeting



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Bruce Dobson
Chief Executive Officer

1 Apologies

2 Declarations of Conflict of Interest

3 Confirmation of Minutes

Confirmation of Minutes of Strategic Planning Committee Meeting on Monday 8 May 2023

4 Considering and Ordering Upon Officers' Reports

4.1 ICT Capital Works

SUMMARY:

The ICT Capital Works Report shows projects on Council's ICT Capital Works Program and indicates the monthly status of each project.

RECOMMENDATION

That Council receive and note the ICT Capital Works Report, as at 14 June 2023.

1. INTRODUCTION

This report summarises Council's ICT Capital Works Program for the financial year 22/23. The aim of this report is to provide a regular and succinct status summary of each project. The ICT Capital Works Report is included as an attachment. Key updates in the ICT Capital Works Report include:

- DCCT Program Ph-2 Intranet Redevelopment project: Design and discovery workshops have been held with our build vendor across May and early June. Our content writing stream has been progressing but is currently impacted by the loss of one content producer. Recruitment is underway to find a replacement. A simple written quote process is underway for a User Experience (UX) designer who will provide UX guidance and create a style guide for the new intranet.
- Asset Management Information System project: Risk and Issues indicators for this project have transitioned from Red to Amber. The Facilities phase of the project has made good progress in reducing overall risk and issue exposure. The Contractor Portal issue has been resolved and rolled out to Park and Works Contractors. Additional resources have been allocated. Solutions for various modules have been agreed upon.
- Master Data Management project: The project has identified several key milestones. The next milestone is scheduled for July, involving a Senior Management Team session. A business case with options will be presented in August. As for completed activities, the sizing of foundational infrastructure has been accomplished. It is noteworthy that the project's name will be changed in August from "Master Data Management" to "Data Enablement Program."

2. CONFIDENTIALITY

Confidential information is contained in Attachment 1 in the confidential agenda, in accordance with Sections 3 and 66 of the Local Government Act 2020 as the information relates to contractual matters; and the premature disclosure of the information could be prejudicial to the interests of Council or other persons.

Report Prepared By: Portfolio Office Lead, Elly Liu

Head of Portfolio Office and Enterprise Change, Sophie Binks

Report Authorised By: Manager Strategy and Transformation, Liesl Westberry

Attachments

- 1. Council Report SPC July [4.1.1 - 5 pages]

Project Name & Status	Status
<p data-bbox="284 360 1236 389">In progress - On track</p> <p data-bbox="284 389 1236 418">Asset Management Information System</p> <p data-bbox="284 456 1236 846">Council’s current Asset Management Information system ‘Lifecycle’ is a critical tool to manage Council Assets. This project is to replace the current Lifecycle system with 'Confirm' a contemporary, modern, well supported and compliant system equivalent that meets Council’s current and future needs. The 'Confirm' solution is market leading, innovative, and flexible in managing the broad range of Council asset classes and provision of services in the most effective and efficient manner. In order to deliver incremental value to the Council, the project has been separated into two distinct phases, with each phase consisting of several workstreams. The first phase was completed in December 22, with the implementation of the Parks and Works Departments onto Confirm and discontinuation of their usage of Lifecycle. The second phase will cover the implementation of the remaining Infrastructure departments, these being Facilities, Plant and Fleet. Included in the second phase will also be the implementation of Asset Renewals, Strategic Asset Management and the decommissioning of Lifecycle.</p> <p data-bbox="284 884 1236 1245">The Facilities phase of the project has continued to make good progress in reducing the project's overall risk and issue exposure. The Contractor Portal issue has been resolved and is being rolled out to Park and Works Contractors. Additional resources from the vendor and Knox have been committed to the project team, and agreement has been reached regarding the solutions for the various registers and plant & fleet module. The focus is on closing the two key remaining risks: integration into the finance system and data migration. A decision on the approach to the data migration will be in mid-August, after the Proof of Concept. Work is on track to deliver the specification for the complete configuration and the data migration of the system by 7 July. Consolidation of all the project schedules will be complete by the 20 June. The RAG indicators for Risks and Issues have moved from Red to Amber, and the remaining indicators are still in Red for now. All Change Requests will be submitted to the appropriate governance forums for approval.</p>	<p data-bbox="1236 801 1302 831">Red</p>
<p data-bbox="284 1245 1236 1274">Corporate Reporting Solutions</p> <p data-bbox="284 1312 1236 1485">The Corporate Reporting project will replace Interplan with a new system, Pulse, to manage strategic, risk and audit reporting, improving transparency, efficiency and ability to make data and risk-based decisions. Pulse will also give better visibility of the delegations and policies that apply to staff. Pulse will be rolled out in 23 in the following phases; Audit - February, Corporate Reporting - April, Risk - June, Corporate Indicators - July and Polices & Delegations - August.</p> <p data-bbox="284 1523 1236 1641">There has been a focus on data migration and testing for the Risk module. Risks for the June Audit and Risk Committee (ARC) were reported from Pulse. Kick-off and design workshops for the final Corporate Reporting module, Key Performance Indicators (KPIs) has now commenced. The project has been transitioned to a new Project Manager.</p>	<p data-bbox="1236 1429 1302 1458">Amber</p>
<p data-bbox="284 1641 1236 1671">DCCT Program - Ph-2 Intranet Redevelopment</p> <p data-bbox="284 1709 1236 1852">This project replaces the current staff intranet with a contemporary digital solution, enabling staff to efficiently connect with colleagues, information, ideas and systems across Council. The project will be delivered in three stages: Stage 1 due September 23, includes rewriting content and provision of core functionality such as staff directory, news hub, and the ability for staff to access the intranet without having to log into Council's network. Stage 2, due</p>	<p data-bbox="1236 1641 1302 1671">Green</p>

<p>December 23, includes improvements to complex forms and movement of information from obsolete functionality. Stage 3, due March 24, includes staff collaboration functionality.</p> <p>Design and discovery workshops have been held with our build vendor, WebVine, across May and early June. Our content writing stream has been progressing but is currently impacted by the loss of one content producer. Recruitment to find a replacement is underway. A simple written quote process is underway for a User Experience (UX) designer who will provide UX guidance and create a style guide for the new intranet.</p>	
<p>Early Years Platform</p> <p>The Early Years Project will review service requirements, ensuring the correct solution is in place to meet process and technical requirements whilst delivering a better experience for our Kindergarten and Childcare communities. The Project delivered the core system for the ongoing Early Years solution (Phase 1) in late 22. A second phase will deliver Sign In / Sign Out and the decommissioning of existing systems will conclude the project outcomes in mid 23.</p> <p>Implementation of EnrolNow is now complete. The project has been completed under budget and ahead of time. Decommissioning activities for legacy systems, Knox Early Years System (KEYS) and KN Enrol, are underway and targeted to complete by 30 June 23. The decommissioning of KEYS and KN Enrol is on track.</p>	Green
<p>Enterprise Integration Platform</p> <p>The Enterprise Integration Platform project will develop an organisational capability which can enable the sharing of data easily between systems, reducing the risk of integration failure and disruption to business, and enabling Knox City Council’s transformation and customer experience goals. The project conducted a Proof of Concept in 22, which proved the use of the Mulesoft Platform for complex integration between two core legacy systems (Document Management KX and Pathway).</p> <p>Contract negotiations are currently underway with the selected vendor Pernix and are planned to complete in June. A project kick-off meeting with KCC and Pernix occurred at the end of May and Sprint 0 (Preparation Tasks) has commenced and due to complete in the middle of June.</p>	Green
<p>Master Data Management</p> <p>Master Data Management (MDM) is a cultural change program focused on the collaborative effort between service areas, people, systems and processes to form a common understanding of how the Council will maintain and support key datasets.</p> <p>Key milestones have been set with the first being the technical review of existing conditions (complete), the second an Executive Management Team session (complete), Senior Management Team session (Jul) and business case with options in Aug 23. Activities completed: sizing of foundational infrastructure. The project name will change in Aug 23 from Master Data Management to Data Enablement Program.</p>	Green
<p>Project Management Office</p> <p>Project Management Office oversees quality aspects of the overall Portfolio of ICT. The PMO is used for PMO resource costs, and non-project specific charges, including annual leave and admin/team activities.</p>	Green

The budget for this function continues to be managed according to plan.	
Project Management Office - ICT Governance	
This budget allocation is to cover costs associated with ICT governance including independent members of the ICT Governance Committee.	Green
The allocation continues to track to plan.	
On hold	
Cloud Migration	
This project aims to detail, prioritise, and migrate systems from On-Premises to the Cloud. Cloud solutions increase operation and storage flexibility of our IT systems, improves business continuity risk, improves staff accessibility, and ensures ease of regular automatic updates. Cloud solutions reduces maintenance cost of hardware, software, resource, and energy costs. A review of network architecture was conducted in early 2022 as a precursor to the project.	Amber
Workshop to determine project scope undertaken with key stakeholders on 3 March 23. Resignation of two key project resources will impact on project progress, including completion of Project Initiation Document.	
Spatial Capability	
Spatial information is all about the location of people, properties, and objects. Council uses spatial information to better understand its community, assets and resources and ensure that it provides the high-quality services, policies, and programs. This project centres on how to increase spatial capabilities across a range of functions across council. Existing GIS systems were successfully upgraded in June 20, with the business users now taking advantage of improved functionality for Intramaps and QGIS.	Red
In late 2022 vendor negotiations with Tech1 were finalised, and a new contract put in place to extend the current On-Premise Intramaps arrangement until June 2025. Recommencement of the spatial capabilities scope will now be considered in the context of the ICT Transformation Roadmap which is in development.	
Not started	
Customer Relationship Management	
Customer Relationship Management (CRM) refers to all strategies, techniques, tools, and technologies used by Council for effectively servicing our community-based customers.	Grey
This project is now due to commence in line with the completion of the Customer Experience Strategy. Commencement of the CRM project will now be considered in the context of the C&P Enablement Roadmap which is in development.	
DCCT Program - Ph-3 Integration Phase	
This phase will expand on earlier delivery of the Digital program, with the implementation of a secure portal to Knox staff, a Knox business hub and additional integration with Knox systems.	Grey
The phase will commence after the completion of Ph-2 Intranet.	
Facilities Booking Solution - Phase 2 Community Facilities Booking Solution	Grey

<p>This project is the second phase of the facilities booking project. Phase 1 deployed the Primavira solution and this second phase will be to extend the booking solution to the community for facilities booking, including access to 300+ facilities such as halls, pavillions, ovals etc.</p> <p>This project will commence when resource capacity becomes available from the Asset Management Project over the next 12 months.</p>	
<p>Completed</p>	
<p>Business Intelligence</p>	
<p>The Business Intelligence Project aims to build and continually improve Council’s business intelligence capability, and work with the business to develop BI solutions which provide crucial insights to drive improved strategy development, evidence based planning and business improvement.</p>	
<p>This project was completed in 2021. The Business Intelligence (BI) Project has finalised its set objectives to enable Council teams with BI and Analytics capability by implementing a structured approach to address BI and data related requests. Through the project implementation a total of 16 use cases across 11 departments were delivered over the last 12 months. Power Users were identified and provided with advanced training on BI tools. The Strategy and BI team will continue to support business on BI and Analytics requirements following project closure in July 2021.</p>	<p>Green</p>
<p>Community Engagement Platform</p>	
<p>Assisting Strategy and Business Intelligence to deliver a centre-led community engagement approach, which includes effective processes, tools, data management and technology integration. This will be supported by a new community engagement digital platform to facilitate external and internal engagement. Together the project will deliver improved outcomes to the community, by ensuring that the community voice is included in decisions made by Council.</p>	
<p>This project was completed in February 2021, when the Knox "Have Your Say" platform went live. The solution underpins the policy and framework for Knox's engagement with the community on decision making that affects them. Additional staff awareness sessions and on-demand training are available to support the ongoing use of the tool.</p>	<p>Green</p>
<p>DCCT Program - Ph-1 Website Redevelopment</p>	
<p>Digital Customer Channels Transformation Program. The project replaced the existing website, with a new digital solution which delivers a quick, convenient and rewarding digital interactions with Council. Content on the site was refreshed and a new operating model agreed to ensure the website meets Community expectations into the future.</p>	
<p>This project was completed in June 2021 following the successful deployment of Council's new website. Ongoing support has been handed over to the newly established Digital Experience Team. All final project tasks including the decommissioning of the old website have been completed.</p>	<p>Green</p>
<p>Facilities Booking Solution - Phase 1 Staff Room Bookings</p>	
<p>The project has successfully implemented a contemporary facilities booking solution called Primavira, to facilitate staff bookings of Civic Centre function rooms, fleet vehicles, staff</p>	<p>Green</p>

<p>meeting rooms and staff meeting rooms in Knox Community and Leisure Centres (50+ additional rooms available for staff reservation).</p> <p>This project was successfully completed in 2019.</p>	
<p>HR Systems</p> <p>The Enhancing our People Systems project is made up of three work packages 1. PageUp Recruitment, Learning, Variations and Onboarding (delivered in 2020), 2. Humanforce Time & Attendance and (delivered in 2021) 3. PageUp Performance and Succession (delivered in 2021)</p> <p>This project was completed in 2021. New systems are in place and formal handover has occurred with People & Culture.</p>	Green
<p>Pathway Program</p> <p>This program delivers enhancements to the Pathway system, which manages customer requests and enquiries, rates, payments, infringements, animal registrations and permit and renewal applications. The key outcomes include developing online services with an improved customer experience, enable seamless integration between systems, and optimise the use of available functionality within Pathway such as dashboards and electronic document delivery.</p> <p>The ICT funding for Pathway enhancements has concluded and ongoing development transitioned to BAU operations in September 2021. The program has delivered significant benefits to Council. IT will continue to support Pathway and ePathway development as a core application at Knox.</p>	Green
<p>Removed</p>	
<p>Active Aging System Platform</p> <p>This project reviewed Carelink Plus, the key system, and related processes currently used by Community Access and Support, to assess their experience and optimise the data shared with other systems.</p> <p>Initiation phase found the Carelink Plus application is broadly meeting business needs and is now used by only a small number of users. An upgrade is required and some improvement opportunities were identified for the Community Transport team. A change request was endorsed by the ICT Steering Committee in November to descope this project from the ICT program and instead manage delivery of the changes by Technical Services as part of their regular upgrade cycle.</p>	

4.2 Capital Works Program Report

SUMMARY: Coordinator, Capital Works, John Bixby

The Capital Works Program Report shows projects on Council's Capital Works Program and indicates the status of each project as of 26 June 2023.

RECOMMENDATION

That the Committee receive and note the Capital Works Program Report, as of 26 June 2023.

1. INTRODUCTION

This report summarises Council's Capital Works Program for the 2022/23 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 26 June 2023, is attached as Attachment 1.

Highlights of the Works Report as of 26 June 2023 include:

- Renewal program including High Risk Road Failures, Road Surface Renewals Program, Footpath Renewal Program, Bicycle and Shared Path Renewal Program, Building Renewal Program and Carpark Renewal Program have all reached conclusion.
- Gilbert Park and Marie Wallace Modular pavilion have both reach completion
- Knox Regional Sport Park Stage 2 and 3 VARMS clubhouse and runway are completed and in operation.
- Knox Hockey Facility Development has reached practical completion and handed over to the club.
- Councils' road reconstruction projects, consisting of Mossfield Avenue, Ferntree Gully, Studfield Shops Rear Laneway, Wantirna South, Avalon Road, Rowville, Adele Avenue, Ferntree Gully, Marlborough Road, Bayswater, have all reached practical completion.
- Boronia Bowls Club Green Lighting works completed.
- Knox Community Arts Centre Seating Bank upgrade completed.
- Community Gardens Facility works upgrade works completed

It has been an outstanding year with Council delivering a high volume of renewal, upgrade and new quality assets for the community to utilise and enjoy. A number of projects are reaching completion and funding will be carried into the new financial year to ensure completion of these Capital Works projects.

The 2022/23 Capital Works Program full year report will be presented to Council at the September meeting. This report will present the final end of year position for this year's program.

2. CONFIDENTIALITY

There are no items of a confidential nature in this report.

Report Prepared by: Acting Coordinator – Capital Works, John Bixby

Report Authorised by: Director Infrastructure, Grant Thorne

Attachments

1. Attachment 1 - Capital Works Program - Works Report as at 26 June 2023 [4.2.1 - 17 pages]

Knox City Council Project Status Report

26-Jun-2023

Project Number	Project Name	Total Adjusted Budget
1	Bridges Renewal Program	\$855,820
All Wards	Construction of Brenock Park Drive pedestrian bridge is approximately 90% complete. Delivery of the bridge maintenance package involving repair/renewal works at 30 bridge structures is approximately 80% complete. The 2022/23 program budget is expected to be fully expended on completed works to date. Approximately \$100,000 of 2023/24 funding will be required to complete these ongoing projects. This was anticipated as the maintenance package was awarded subject to available funding in 2023/24. These projects are expected to be completed in July.	
4	High Risk Road Failures	\$300,000
All Wards	Program completed for 2022/23.	
7	Road Surface Renewal Program	\$4,187,200
All Wards	Program completed for 2022/23.	
8	Drainage Pit and Pipe Renewal Program	\$2,600,000
All Wards	Program completed for 2022/23.	
9	Footpath Renewal Program	\$2,430,850
All Wards	Program completed for 2022/23.	
10	Bicycle and Shared Path Renewal Program	\$688,000
All Wards	Program completed for 2022/23.	
16	Building Renewal Program	\$3,810,010
All Wards	Expenditure is on track. Works commencing and/or to be completed over June include Wattle Senior Citizens bathroom renewal, HV Jones Kitchen, Eildon Park Tennis Pavilion - Kitchen renewal, Rowville Library - Painting, Bayswater Senior Citizens - Painting, HVAC renewal at Rowville Community Centre, Marie Wallace Cricket Pavilion renewal works, Gilbert Park Softball Pavilion renewal works and Civic Centre electrical substation civil works	
17	Playground Renewal Program	\$1,569,500
All Wards	Knox Playspace Renewal 2022-23: Stud Park Playground renewal tender has been awarded with works commencing in June. Community consultation on the Tim Neville Arboretum Playground draft concept design has now closed. Commencing tender documentation.	
22	Fire Hydrant Replacement Program	\$147,000
All Wards	Expenditure is not likely required until late June.	
24	Carpark Renewal	\$560,000
All Wards	Program completed for 2022/23.	

Knox City Council Project Status Report

26-Jun-2023

Project Number	Project Name	Total Adjusted Budget
25	Plant & Machinery Renewal Program	\$2,260,000
All Wards	Fleet renewal program underway. Expected delays due to ongoing supply issues across manufacturing. To date Council has 76% of funds committed and 48% of funds expended.	
26	Street Tree Replacement Program	\$515,519
All Wards	Program funds fully committed with majority of bulk tree planting completed.	
31	Stamford Park Redevelopment	\$6,000,000
Tirhatuan	Construction - Work on site continues with paths being poured, slab for the toilet block complete and the lookout tower installed.	
104	Roadside Furniture Renewal Program	\$100,000
All Wards	Program completed for 2022/23 financial year.	
147	Energy Retrofits for Community Buildings	\$150,000
All Wards	Car Park lighting upgrades and heat pump projects are expected to be completed by June.	
229	Building Code Australia Compliance	\$40,000
All Wards	22/23 program is completed.	
345	Asbestos Removal	\$34,800
All Wards	All intended projects are now completed.	
347	Miscellaneous Industrial Roads - Pavement Rehabilitation	\$200,000
All Wards	Program completed for 2022/23 financial year.	
409	Parks Furniture Renewal	\$72,000
All Wards	Program Completed for 2022/2023 Financial year.	
410	Parks Signage Renewal	\$10,000
All Wards	Program Completed for 2022/2023.	
412	Water Sensitive Urban Design Renewal	\$178,000
All Wards	Juniper pond clean-out and expansion has been completed. Further works to be completed such as the clean out of neighbouring Cash Fues wetland.	
441	Significant Municipal Site Renewal	\$322,559
All Wards	Dorset Road frontage garden bed renewal completed.	
443	Reserves Paths Renewal	\$75,000
All Wards	Program completed for 2022/2023 Financial year.	

Knox City Council Project Status Report

26-Jun-2023

Project Number	Project Name	Total Adjusted Budget
492	Food Act Compliance - Kitchen Retrofitting	\$25,000
All Wards	All intended projects now complete.	
536	Parkland Asset Renewal	\$74,995
All Wards	Retaining wall replacement Completed at Val Boyde reserve.	
537	Roadside Plantings Renewal	\$62,005
All Wards	Program completed for 2022/2023 financial year.	
566	Artwork Renewal	\$80,000
All Wards	Renewal projects planned FTG Placemaking Totem, First Nations Tiriki Onus restoration, Alley Oop, Knox Skate Park Restoration, Bird Song sculptures at Arthur Kleinert Reserve and other minor repairs and improvements to civic and public artworks. Budget has been fully expended 30 June.	
576	Emergency Warning Systems in Early Years Facilities	\$100,000
All Wards	All intended projects now complete on the program.	
675	Public Art Project	\$317,000
All Wards	Variety of major public art project delivered and in progress 22/23, including contingency and contributions to major public artwork contracts including: FTG placemaking project, Erica Ave Public Art Project, Knox Library public art, Stamford Park (2 major public artworks), Boronia Library Mural, Boronia Light boxes. This allocation also funds the two Council Plan Items - Public Art Trail and Arts Link. Some major projects are held up by the delays in infrastructure projects (public art is the last item for installation). A carry forward of \$85,346 is required for Fairpark Reserve, KRNC and Knox Library Public artworks.	
708	Cricket Run Up and Goal Square Renewal Works	\$70,000
All Wards	All funds committed.	
717	Knox Central Package	\$300,000
Dinsdale	The purchase of the parcel of land to enable the future road corridor has been finalised. The review of the masterplan will confirm the nature and location of the road corridor.	
746	Revegetation Plan	\$100,000
All Wards	Project for 2022/2023 has been completed in June. All revegetation planting has been carried out for this financial Year.	
755	Talaskia Reserve, Upper Ferntree Gully - Masterplan Implementation Stage 2	\$60,000
Dobson	Talaskia Masterplan Implementation works completed.	
834	Oversowing of Sports Fields	\$70,000
All Wards	Project is completed.	

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Project Number	Project Name	Total Adjusted Budget
837	Westfield Library (Permanent) - Design and Fitout Dinsdale Library fit out contract awarded at 26 June Council meeting.	\$3,444,205
867	Knox Regional Netball Centre Extension Dobson Construction of the new facility is complete and refurbishment works of the existing facility are progressing. This includes an upgrade of the existing netball centre's administrative areas, foyer, amenities and installation of a lift.	\$4,010,722
868	H V Jones, Ferntree Gully - Masterplan Implementation Stage 3 Friberg Delivery of Stage 3 of the HV Jones Masterplan includes upgrades to the netball courts and extension of the existing carpark. Construction has commenced. Currently constructing the paving of the netball courts.	\$835,000
869	Gilbert Park, Knoxfield - Masterplan Implementation Stage 3 Friberg Consultation on the draft design has now concluded. Currently consolidating the findings from the consultation. The consultant has developed a final concept and now proceeding with tender documentation phase.	\$40,000
871	Energy Performance Contract Implementation All Wards Reviewing documentation for a number of final projects along with fine tuning of solar projects underway. Measurement and Verification Program to commence in June.	\$218,065
935	Scoresby (Exner) Reserve - Tennis Court Renewals Tirhatuan (1) Discussions and negotiations with original contractor and Council's insurer continuing around surface defects issue. Insurance claim on surface issues submitted and accepted in principle by Council's insurer. Investigations related to remedial treatment proposals along with costings from Contractor has been assessed by independent industry expert with final recommendation report presented to Council's insurers for approval. Separate plumbing investigations could not locate source of excessive moisture. Insurer's investigator now involved in attempting to locate source. The result of this investigation will impact likely treatment; (2) Courts 4 & 5 - Detailed Design completed.	\$38,900
941	Knox Regional Netball Centre - Court Renewals Dobson On target to complete by June 30.	\$129,600
944	Knox Central (Former Operations Centre) Dinsdale The final report is undergoing amendments following comments from the Auditor.	\$350,000
948	Modular Building Program All Wards (1) Lakesfield Reserve Carpark - Project combined with Rowville Recreation Reserve Carpark. Contract works for carpark completed. Design for associated and additional footpath/ramp works clarified and works underway. Additional footpath works anticipated to be complete around mid-late July 2023. Total works 90% completed. (2) Marie Wallace Modular completed and Marie Wallace Junior Football Pavilion refurbishment expected to be completed/handover by mid July. (3) Gilbert Park Modular and Pavilion upgrade completed.	\$2,029,940

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Project Number	Project Name	Total Adjusted Budget
950	Family & Childrens Services Buildings & Facilities	\$350,000
All Wards	Project is completed and handed over.	
951	Community Toilet Replacement Program	\$277,000
All Wards	Carried forward project - Chandler Park - After site briefing and contractor feedback during the tender period, the closing date has been revised to early July initially and a Geotech report sourced. Council anticipates the geotechnical investigation report on 27 June, 2023. The Report will form part of the Request For Quotation as an addendum which is currently out. A revised closing date is expected to be Mid July. Council expects to appoint a contractor in July/August 2023 with an expected completion of the project in December 2023.	
995	Peregrine Reserve, Rowville - Masterplan Implementation Stage 2	\$381,126
Taylor	Construction of the new Junior BMX pump track and outdoor gym equipment now complete and officially open.	
997	Llewellyn Reserve, Wantirna South - Masterplan Implementation	\$31,606
Scott	Works scheduled for the 22/23 financial year have been completed. Any future masterplan implementation works will occur subject to the budget process.	
999	Lewis Park, Wantirna South - Masterplan Implementation - Stage 1 - Waterways	\$1,012,000
Dinsdale	Construction - Melbourne Water is delivering these works.	
1003	Wantirna Reserve, Wantirna - Masterplan	\$30,000
Collier	Site stakeholders consultation completed. The consultant is currently in the process of finalising the masterplan, incorporating the comments gathered from the stakeholders. The revised and improved masterplan will serve as the basis for the next phase of community consultation, scheduled to commence in mid-June 2023.	
1054	Knox Regional Sports Park - Stages 2 and 3 (VARMS)	\$1,528,456
Scott	The expansion of the State Basketball Centre is being managed by the State Government through Sport and Recreation Victoria (SRV) and Development Victoria (DV) on behalf of stakeholders including Council as project partner. The new VARMS (Victorian Association of Radio Model Soaring) clubhouse and runway are complete and in operation. Minor works are required to prevent water sitting over access road during wet months. We are currently monitoring the site with rectification works to occur in the warmer months.	
1119	Wantirna Reserve, Wantirna - Tennis Court Renewals	\$1,646,389
Collier	Contract works completed and successfully handed over to Club. Practical Completion inspection completed and Practical Completion Certificate issued. Testing of lighting has occurred and awaiting lux report. 3 Months contract maintenance period underway.	
1123	Public Tennis / Netball / Basketball Court Renewals	\$100,000
All Wards	Project Completed.	

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Project Number	Project Name	Total Adjusted Budget
1124	Sportsfield Fencing Renewals	\$50,000
All Wards	On track to spend all funds by 30 June.	
1162	Templeton Street, Wantirna - Linemarking and Intersection Treatments	\$39,557
Collier	Construction work is complete.	
1163	Renou Road, Wantirna South - Intersection Treatments	\$106,577
Collier	Construction work is complete.	
1173	Quarry Reserve, Ferntree Gully - Masterplan Implementation Stage 3	\$527,428
Dobson	Quarry Reserve City Skyline lookout: Temporary fence has been installed for the site preparation. The construction has commenced in June and is estimated to be completed by August 2023.	
1176	Solar in Community Facilities	\$130,000
All Wards	Solar installation at Wally Tew Reserve due to commence in early June. Design for Solar Projects for 23/24 year to commence in Mid June. Approximately \$50,000 to be carried forward into next financial year.	
1180	Forest Road to Koolunga Reserve, FTG - Wetland Construction	\$386,000
Chandler	Consultation on the Future Directions Plan, Bushland Management Plan and Stormwater Quality Plan have closed. Report being prepared for July Council meeting.	
1184	Egan Lee Reserve - Wetland Construction	\$35,000
Scott	Modelling report received - report findings to inform design of wetland.	
1238	BAMP Facility Upgrades	\$50,000
All Wards	Project brief development still progressing. Expected that consultant will be appointed in early August.	
1262	Cultural Facilities - Knox Pop Up Events Trailer & Kit	\$2,000
All Wards	Ongoing renewal of Council's community event trailer and kit for use by Community and Council run events. Damaged gear has been replaced, some items to be tagged and tested, and purchase of storage boxes to improve logistics of the kit will see full spend by EOFY. This is an ongoing renewal budget requirement to support safe use of the kit and protection of Council assets.	
1265	Park Crescent Children and Family Centre, Boronia - Refurbishment Scoping	\$50,000
Baird	Concept design completed. Remaining budget to be allocated to detailed design. Project is presently on hold.	

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Project Number	Project Name	Total Adjusted Budget
1267	Early Years Facilities - Landscaping Upgrades	\$100,000
All Wards	All scheduled works for 2022/2023 have been completed. These include the outdoor plays pace renewal at Liberty Avenue Kindergarten upgrade to shade structures across multiple services. Works to repair or remove unsafe play equipment across services.	
1269	Rosa Benedikt Community Centre, Scoresby - Minor Upgrade	\$52,288
Tirhatuan	This project is now fully completed.	
1281	Ferntree Gully Road, Knoxfield (O'Connor Road and Henderson Road)- Shared Path	\$40,000
Tirhatuan	Consultation is being sought with the private landowners.	
1297	Amesbury Avenue, Wantirna - Intersection Treatments	\$43,094
Collier	Construction work is complete.	
1300	Parking Management Plan Implementation	\$50,000
All Wards	Parking surveys for The Basin, Mountain Gate and Rowville have been conducted by the consultant in early February. We have received their report for The Basin, Mountain Gate and Rowville. The reports, including consultation feedback is being reviewed. Minor parking changes were made in line with existing parking plans. Modifying line marking in Boronia to install in-ground parking sensors.	
1308	Kevin Ave, Ferntree Gully Flood Investigation - Scoping	\$167,000
Dobson	Currently investigating the benefits of including an additional main drain outfall into the design. Based on modelling, the original design intent was not fit for purpose.	
1309	1825 Ferntree Gully Road - Flood Mitigation Works	\$56,390
Friberg	Consultant appointed to investigate alternatives to improve flooding issues south of Burwood Highway.	
1310	Flood Mitigation Reactive Complaints Upgrade Works	\$100,000
All Wards	Quote received for McDonald Crescent, projects sitting with Knox Construction Group for delivery this financial year.	
1311	Major Roads LED Streetlight Replacement	\$126,587
All Wards	Lighting field audit is set to commence in June in preparation for stage 2 and 3 of the Major Road Lighting Replacement Program. Still awaiting design approval for the 7 new lights along Dorset Rd between Oak Ave and Olive Grove.	
1315	Fairpark Reserve - Pavilion Upgrade (incorporating U3A extension)	\$8,363,296
Baird	Construction update- Brickwork complete, services rough in complete, plaster wall linings and ceilings 75% complete, window glazing 70% complete, southern carpark drainage complete and surface build up underway.	

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Project Number	Project Name	Total Adjusted Budget
1316	Rowville Recreation Reserve - Car Park Upgrade	\$220,236
Taylor	Contract works combined with Lakesfield Reserve Carpark. Carpark contract works completed. Practical Completion inspection completed.	
1319	Gilbert Park Reserve, Knoxfield - Batting Cage Renewal	\$121,175
Friberg	Project completed.	
1320	Eildon Park Reserve, Rowville - Tennis Court Renewals	\$445,104
Taylor	Works well underway. Decommissioning of lights and court surface complete along with Installation of new fence posts. Install of new light poles under way with works around 50% Complete. Estimated completion of tennis court renewal - late July 2023 with carry forward funds required.	
1322	Glenfern Park (FTGTC) - Tennis Court Renewals	\$77,628
Dobson	(1) Courts 5 & 6 - Contract works completed. Practical Completion Inspection has occurred and minor defects identified. (2) Courts 1 - 4 - Detailed Design completed with minor modification to be included followed by final review.	
1363	Lupton Way Shared Zone Construction and Public Art Lighting	\$336,528
Baird	Construction work is complete.	
1386	Parks - New Tractor	\$120,000
All Wards	Tractor now due for arrival in July/August.	
1389	Egan Lee Reserve Renewal - Top Oval Renewal	\$1,380,000
Scott	Currently out to tender.	
1391	Knox Hockey Facility Development	\$3,358,846
Collier	The construction of the Hockey Pitch has reached practical completion, with the facility handed over to the Hockey Club. There are a number of items remaining post completion, such as hydro-seeding to the mound (to be done in Spring), hockey pitch maintenance and servicing (2 years), tree maintenance (2 years), minor defect items, FIH certification and as-built documentations. Due to these active items, a carry forward of funds have been requested to next financial year.	
1406	Miller's Homestead - Upgrade	\$141,061
Chandler	Stage one works are in progress and expected to be completed by end of June. Awaiting final invoices to close off stage 1 works - remainder of budget is savings.	
1411	Mountain Hwy, Bayswater, (Scoresby Road to Jersey Road) - Shared Path	\$172,605
Baird	Construction work is complete.	

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Project Number	Project Name	Total Adjusted Budget
1413	Kings Park Reserve, Upper Ferntree Gully - Masterplan Implementation	\$40,000
Dobson	Consultation on the draft masterplan has now closed. Currently in the process of consolidating feedback from the consultation. Soon to commence report for Council endorsement.	
1414	Cardiff Street - Flood Mitigation Works	\$688,000
Baird	Flood modelling report received. Results will be used to inform changes to the retarding basin outlet next financial year.	
1415	Olivebank to Underwood & Alexander Reserve, FTG - Wetland Treatment - Scope & Analysis	\$40,000
Dobson	Service proving and survey completed. Design and road and drainage rehabilitation works to follow next financial year.	
1422	Gilbert Reserve - Wetland (Scoping & Analysis)	\$35,000
Friberg	Interface between upgraded skate park and proposed wetland complete. Design review and development of community engagement plan underway.	
1426	The Basin Triangle Masterplan	\$5,000
Chandler	Project on-hold while the Basin Parking Management Plan project is being conducted. Council Officers will re-engage with the community for both projects once they are ready for consultation.	
1437	1000 Steps Car Parking and Shared Use Path Bridge	\$0
Dobson	Federal Government is arranging final project payment to Council.	
1439	Mossfield Avenue, Ferntree Gully - Construction	\$375,000
Baird	Construction completed and Practical Completion Inspection imminent.	
1440	Mountain Gate Drive, Ferntree Gully - Construction	\$615,000
Friberg	Construction completed and Practical Completion inspection imminent.	
1441	Studfield Shops, Rear Laneway, Wantirna South - Construction	\$375,000
Dinsdale	Construction works completed and Practical Completion inspection imminent.	
1442	Avalon Road, Rowville - Construction	\$835,000
Tirhatuan	Construction works completed and Practical Completion inspection imminent.	
1444	Adele Avenue, Ferntree Gully - Construction	\$370,000
Friberg	Construction works completed and Practical Completion inspection imminent.	
1445	Marlborough Road, Bayswater - Construction	\$160,000
Dinsdale	Construction works completed and Practical Completion inspection imminent.	

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Project Number	Project Name	Total Adjusted Budget
1448 Baird	Fairpark Reserve, Ferntree Gully - Netball Court Renewals Project Completed.	\$178,126
1450 Baird	Reta Matthews Reserve, Ferntree Gully - Tennis Court Renewals Works completed.	\$592,747
1455 Dobson	Talaskia Reserve, Upper Ferntree Gully - Cricket Net Renewal Project is completed.	\$194,477
1456 Baird	Dobson Park, Ferntree Gully - Cricket Net Renewal Project is completed.	\$194,477
1459 Dinsdale	Lewis Park, Wantirna South - Oval 1 Floodlighting Project now complete with lux report received mid-April. Awaiting final payment claim to close off project financially.	\$129,666
1460 Collier	Templeton Reserve, Wantirna - Floodlighting Upgrade Project now complete with lux report received mid-April. Awaiting final payment claim to close off project financially.	\$128,101
1461 Dobson	Kings Park, Upper Ferntree Gully - Oval 1 - Floodlighting Project now complete with lux report received mid-April. Awaiting final payment claim to close off project financially.	\$171,337
1462 Friberg	Knox Athletics, Knoxfield - New Shade Structures Shade Structure is a component of larger refurbishment project, including track renewal and lighting. The whole project has been requested to be carried forward to next financial year, to align with a redesign and intended construction of the athletic field.	\$95,874
1464 Collier	Schultz Reserve, Wantirna - Pavilion Refurbishment Tendered works to both ground and first floor have been completed.	\$75,000
1465 Friberg	Knox Park Athletics, Knoxfield - Lighting to Track Tender responses received and are a lot higher than expected. Internal conversation around possible redesign and re-tender are underway.	\$382,400
1466 Collier	Schultz Reserve, Wantirna - Shade Structure Shade structure complete.	\$50,000
1467 Baird	Fairpark Reserve, Ferntree Gully - Safety Netting (Southern End) Netting works complete with positive feedback received from the club.	\$50,000

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Project Number	Project Name	Total Adjusted Budget
1470	Electronic Entry to Sporting Pavilions.	\$39,000
All Wards	Funding used to complete works at Gilbert Park and Marie Wallace pavilions.	
1472	Wally Tew Reserve, Ferntree Gully - Car Park Upgrade	\$77,295
Dobson	Project Completed.	
1476	Community Placemaking Program - Murals and Lighting	\$55,000
Dobson	FTG Creative Placemaking Plan is in implementation stage. Complemented with funding through DJPR \$110,000 (grant expenditure over two years until June 2024). Artworks include murals, lightboxes and creative elements for retail and train station precinct, laneways and parklets. This project is 100% complete.	
1478	Locker Program - Council Kindergartens	\$43,000
All Wards	Project has fully completed.	
1479	Liberty Avenue, Rowville Kindergarten - Verandah Replacement	\$100,000
Taylor	Project complete.	
1492	Francis Crescent, Ferntree Gully - Footpath Construction	\$15,000
Dobson	Construction work is complete.	
1494	1726 Ferntree Gully Road, Ferntree Gully - Footpath Scope	\$15,000
Friberg	Initial scoping discussion has occurred and resident consultation to be carried out. On hold until the land is sold and/or redeveloped. Once consultation is completed and scope confirmed design will commence. It is likely that consultation will not be resolved this year.	
1495	Ferntree Gully Road, Scoresby - Footpath Construction	\$56,765
Tirhatuan	Construction work is complete.	
1496	Short Street, Boronia - Footpath Construction	\$56,785
Baird	Construction work is complete.	
1499	Buckingham Drive, Rowville - LATM Treatment	\$120,000
Taylor	Construction work is complete.	
1500	Liberty Avenue, Rowville - LATM Installation	\$250,000
Tirhatuan	Construction work is complete.	
1505	Mountain Highway, Boronia - Shared Path - Design	\$76,255
Chandler	Design is progressing. Onsite meeting carried out. Tree removal to be investigated. Path to match existing industrial driveways.	

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Project Number	Project Name	Total Adjusted Budget
1514	Carrington Park, Knoxfield - Masterplan Implementation	\$90,000
Friberg	The construction of the Carrington path has completed. At this stage, no further work is scheduled for the Carrington Park.	
1515	Major Crescent Reserve, Lysterfield - Landscape Plan Implementation	\$25,000
Taylor	Detailed Design documentation for the Major Crest Reserve landscape plan implementation is 90% complete.	
1518	Schultz Reserve, Wantirna - Landscape Plan Implementation	\$25,000
Collier	Feedback received from Parks that cricket nets are to be located within the carpark area - construction of the cricket nets now complete. Finished level of new nets incorporated in the carpark design. Carpark design around 95% complete. Review underway.	
1521	Erica Avenue Streetscape Renewal	\$598,971
Baird	Construction of Stage 1 (north eastern side of the street) has been completed. Preparation of the Stage 2a&b tender currently being prepared. Finalisation of overall design package (landscape/civil/electrical) scheduled for completion in June with tender period in July. Estimated construction commencement in August.	
1522	Essex Court - Design	\$20,000
Dinsdale	Design completed.	
1523	Harley Street North - Design	\$35,000
Friberg	Design completed.	
1524	Harley Street	\$34,000
Friberg	Detailed Design completed. Project aggregated as part of Road Renewal tender package for 2023/24 and tenders being evaluated with tenders having closed on 13 June 2023.	
1525	Allister Close	\$33,000
Friberg	Detailed Design completed. Project aggregated as part of Road Renewal tender package for 2023/24 and tenders being evaluated with tenders having closed on 13 June 2023.	
1526	The Haven - Design	\$15,000
Dinsdale	Detailed Design completed. Project aggregated as part of Road Renewal tender package for 2023/24 and tenders being evaluated with tenders having closed on 13 June 2023.	
1527	Richards Avenue	\$90,000
Friberg	Detailed Design completed. Project aggregated as part of Road Renewal tender package for 2023/24 and tenders being evaluated with tenders having closed on 13 June 2023.	

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Project Number	Project Name	Total Adjusted Budget
1528	Chandler Road - Design	\$48,000
Chandler	Direction received from Boronia Renewal Strategy panel. Project scope identified and now includes 'Greenspine' shared path project between Tormore Reserve and Albert Avenue, along with road renewal from Dorset Road to Albert Avenue. Survey completed. Design commenced and is 50% complete. Aim is for Design & Estimate work to be completed by September 2023 in order to submit Grant application to State Government for potential construction funds.	
1529	Knox Athletics Track Renewal & Upgrades	\$3,250,000
Friberg	Re-design underway.	
1531	Guy Turner Reserve - Sportsfield Renewal	\$1,425,000
Dinsdale	Carry forward required for turf establishment.	
1532	Batterham Reserve Oval 1 - Sportsfield Renewal	\$20,000
Chandler	Project completed.	
1533	Kings Park 1 - Sportsfield Renewal	\$20,000
Dobson	Project completed.	
1534	Bayswater Oval - Sportsfield Renewal	\$20,000
Dinsdale	Project completed.	
1535	Templeton Reserve - Fencing Renewal	\$37,000
Collier	Project completed.	
1536	Knox Gardens Reserve Oval 1 - Fencing Renewal	\$55,000
Scott	Project completed.	
1537	Bayswater Oval - Cricket Net Renewal	\$350,000
Dinsdale	Re-design has commenced.	
1538	Guy Turner Reserve - Cricket Net Renewal	\$336,000
Dinsdale	Project completed.	
1539	Schultz Reserve - New Cricket Nets	\$261,278
Collier	Project to be completed by the end of April.	
1540	Pickett Reserve - Cricket Net Renewal	\$11,000
Baird	Project completed.	

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Project Number	Project Name	Total Adjusted Budget
1541	Golf Practice Nets	\$40,000
All Wards	Project is completed.	
1543	Sportsfield Infrastructure program replacement	\$0
All Wards	Funds transferred to the Guy Turner Cricket Net Renewal project.	
1544	Irrigation Infrastructure Program Replacement	\$60,000
All Wards	On track to spend all funds by 30 June.	
1545	Walker Reserve - extension of safety netting	\$10,000
Scott	Scope and cost investigations progressing, redesign in progress.	
1546	Rowville Recreation Reserve - DDA and Baby Change Facilities Upgrade	\$20,000
Taylor	Architect completed first draft of concept design. Copy forwarded to the club for review and comments. Architect has taken their comments and is continuing to further develop the design for completion by early July.	
1547	Kings Park (Baseball) - Floodlighting Upgrade	\$400,000
Dobson	Developing Project Plan to prepare tender docs and scheduled to advertise tender in April. Tender evaluation in May and appoint contractor in early June. Anticipate to complete project in 23/24 therefore bulk of funds to be carried forward.	
1548	Guy Turner Reserve - Floodlighting Upgrade	\$300,000
Dinsdale	Developing Project Plan to prepare tender docs and scheduled to advertise tender in April. Tender evaluation in May and appoint contractor in early June. Anticipate to complete project in 23/24 therefore bulk of funds need to be carried forward.	
1549	Boronia Bowls Club - Green Lighting	\$120,000
Dinsdale	Works completed.	
1550	Park Ridge Reserve Existing Pavilion Refurbishment - Design	\$50,000
Taylor	Architect appointed. Commenced concept design development with view to produce by mid-late July and progress to detailed design/tender documents by end of August.	
1551	Knox Community Art Centre Theatre Equipment Renewal	\$15,186
Dinsdale	Project complete for 22/23 Financial Year.	
1552	Knox Community Arts Centre - Seating Bank Upgrade	\$204,814
Dinsdale	Project completed on schedule.	
1553	FW Kerr Bathroom Upgrade	\$10,000
Dobson	Final concept design completed.	

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Project Number	Project Name	Total Adjusted Budget
1554	The Basin Community House - portico	\$25,000
Chandler	Scope of works changed. Updated design has been accepted by the client, tender completed. Carry forward to next FY required.	
1555	Community Facilities Signage - Upgrades	\$60,000
All Wards	Delivery and installation of signage underway with minor carry forwards required.	
1556	Rose Street - Footpath Design & Construction	\$38,000
Dobson	Construction is underway. One more driveway to construct.	
1557	Sundew Avenue, Iris Crescent and Herbert Street, Boronia - LATM Treatment Design	\$15,000
Tirhatuan	Draft LATM plan is being reviewed internally. Planning to consult with residents after the Green Spine consultation is complete.	
1558	Napoleon Road Stage 4 - Shared Path Construction	\$330,000
Taylor	Design is progressing. Onsite meeting carried out. Tree removal to be investigated. Drainage details to be amended.	
1559	Upper Ferntree Gully Rail Link - Shared Path Construction	\$150,000
Dobson	A full Metro Trains Melbourne/VicTrack engagement and approval process is needed through a works application submission. Preliminary planning works on the information needed for the application has now started.	
1560	Liverpool Road west side Salvation Army to Retarding Basin - Shared Path Design	\$160,000
Chandler	A first draft of the detailed design has been received and reviewed. Amendments are being made to the design. The Salvation Army has confirmed that the path can be diverted onto their land. Underground cables and pipes being located. Road Safety Audit being carried out.	
1561	Harold Street Onroad Bicycle Facilities - Design	\$0
Collier	Design of cycle link along Harold St to be linked with reconstruction of Templeton Street.	
1562	Meridian Parade - Onroad Bicycle Facilities - Construction	\$40,000
Taylor	Concrete work is complete. Linemarking to be completed in June.	
1563	Stud Road Onroad Bicycle Facilities - Design	\$45,000
Taylor	Concept design completed and presented to Traffic & Transport. Awaiting outcome of consultation with owners/stakeholders. Once completed, feedback to be provided and detail design will commence.	
1564	Victoria Road - school crossing kerb outstands	\$60,000
Dobson	Majority of works complete. Additional drainage works to be carried out in June/July school holidays.	

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26-Jun-2023

Project Number	Project Name	Total Adjusted Budget
1565	Napoleon Rd - Electronic 40km/h signs at school crossings	\$80,000
Dobson	Community consultation to be reported to Council for direction when applying to Department of Transport and Planning for approval of speed reduction.	
1566	Brenock Park Drive Footpath and Bus Stop works	\$30,000
Dobson	Awaiting advice from Department of Transport regarding possibility of removing/modifying the bus indent.	
1567	193 Forest Rd, Boronia Stormwater Upgrades - Design	\$15,000
Dobson	Funding variation has been approved, with survey to commence within the next 2 weeks.	
1568	EV Charging stations in Council facilities for fleet charging	\$50,000
All Wards	EV Charging stations for Council Fleet Vehicle Charging has been completed. Commissioning of the EV Charging station at Knox Operations Centre and the public Knox Netball Centre charging stations will complete this project for 2022/23.	
1569	Knox Regional Netball Centre, Ferntree Gully - Masterplan Implementation	\$15,000
Dobson	The carpark works have been completed as part of the Netball Centre upgrade works.	
1571	Lewis Park, Wantirna South - Masterplan Implementation - Stage 2 - Sport & Play Hub	\$399,154
Dinsdale	Lewis Park upgrades which incorporates the sport pavilion and skate park have been deferred for at least 5 years. The cumulative impact of rate capping since 2016 is placing pressure on Council's budget to meet increasing demand for services and facilities amid rising costs associated with construction materials, fuel, utilities and many of Council's other expenses. This has been a difficult decision, and will be disappointing for everyone who has been involved and was looking forward to the upgrades. Design of the upgrades will be paused immediately to avoid rework that maybe required in the future resulting from the planning and building permit process.	
1572	Community Gardens Facility - scope	\$120,000
Dinsdale	Project completed.	
1573	Lupton Way Future Public Art Lighting	\$100,000
Baird	Department of Jobs, Precincts and Regions funded project, carried forward as committed funds for public art lighting inclusions within the Boronia Station Vic Gov Upgrade Masterplan.	
1574	Fairpark Reserve, Ferntree Gully - Cricket Net Renewal	\$13,000
Baird	The design has been pushed back as the pavilion will not be demolished until July/August. Funds will need to be carried forward.	
1575	Templeton Reserve, Wantirna - Cricket Net Renewal	\$13,000
Collier	Project completed.	

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26-Jun-2023

Project Number	Project Name	Total Adjusted Budget
1576	Ambleside Homestead Upgrade Review	\$45,000
Dobson	Heritage report has been received, which provides direction regarding heritage listed trees on site. The concept design is now being updated reflecting considerations including heritage advice and stakeholders feedback. There will be a final concept design presentation to the stakeholders in mid July.	
1577	Tormore Reserve Pavilion - Concept Design	\$120,000
	Project completed.	
		Total: \$78,303,376

4.3 Proposal to Sell Three Council Facilities at 73-75 Eildon Parade Rowville, 10 Tamara Street Wantirna and 4 Coorie Avenue Bayswater

SUMMARY: Emma Hayton, Property Officer

Following a strategic review of Council's early years facilities leading to consolidation of services into the two hubs built in Wantirna South and Bayswater, five sites were identified as surplus, two of which have progressed to sale.

Council resolved on 26 November 2018 to declare the following three facilities as surplus to Council's requirements and seek to rezone the sites to a residential zone:

- Eildon Parade Preschool, 73-75 Eildon Parade, Rowville;
- NG Haynes Children and Family Centre, 10 Tamara Street, Wantirna South; and
- Coorie Avenue Children and Family Centre, 4 Coorie Avenue, Bayswater.

All three sites are currently vacant and not in use. 10 Tamara Street, Wantirna South and 4 Coorie Avenue, Bayswater, have been vacant since 2019, and 73-75 Eildon Parade has been vacant since 2022.

Approval is now sought to commence community consultation for the proposed sale of the land.

RECOMMENDATION

That the Committee :

1. Note Council's resolution on 26 November 2018 declaring the three properties surplus to Council requirements:
 - Eildon Parade Preschool, 73-75 Eildon Parade, Rowville;
 - NG Haynes Children and Family Centre, 10 Tamara Street, Wantirna South; and
 - Coorie Avenue Children and Family Centre, 4 Coorie Avenue, Bayswater
2. Note Council's resolution on 31 January 2022 to adopt Amendment C174knox to the Knox Planning Scheme to rezone the following properties from Public Use Zone 6 (Local Government) to Neighbourhood Residential Zone (Schedule 4):
 - 73-75 Eildon Parade, Rowville, identified within Lot 1017 on Plan of Subdivision 146358E, Certificate of Title Volume 09613 Folio 349 and Lot 1018 on Plan of Subdivision 146358E, Certificate of Title Volume 09613, Folio 350;
 - 10 Tamara Street, Wantirna South, identified within Lot 1 on Title Plan 177866F, Certificate of Title Volume 09135 Folio 195; and
 - 4 Coorie Avenue, Bayswater, identified within Lot 21 on Plan of Subdivision 12008, Certificate of Title Volume 07166 Folio 135
3. Note a policy assessment indicates that these three properties are not required to be retained and consequently resolve to:
 - a. Commence the statutory process to sell the land as per Section 114 of the Local Government Act 2020, for no less than market value (plus GST if applicable as determined by an independent valuer);
 - b. Give public notice of the proposed sale of the subject land on the Council internet site, as per Section 114 of the Local Government Act 2020; and
 - c. Undertake community consultation in accordance with Section 114(2)(b) of the Local Government Act 2020.

4. Note a further report will be presented to a Council or Strategic Planning Committee Meeting to enable consideration of any submissions and final determination of the matter.

1. INTRODUCTION

Following a review of early years services, leading to consolidation of services into the two hubs built in Wantirna South and Bayswater (The Hubs), several sites were identified for sale. On 26 November 2018, Council officers presented a report to Council discussing the strategic review of several early years building assets in the context of the construction of The Hubs.

At this meeting it was resolved to declare five sites as surplus to Council needs and to commence the process to rezone the sites, thereby allowing Council to sell the land for private use.

Of the five sites approved as surplus at the 2018 meeting, two sites, namely 276 Wantirna Road, Wantirna and 27 Tyner Road, Wantirna have been approved to progress to sale.

The three properties remaining are:

- Eildon Parade Preschool at 73-75 Eildon Parade, Rowville;
- NG Haynes Children and Family Centre at 10 Tamara Street, Wantirna; and
- Coorie Avenue Children and Family Centre at 4 Coorie Avenue, Bayswater.

An aerial view of these properties is shown in Attachment 2.

This report proposes to commence community consultation in accordance with Section 114(2)(b) of the Local Government Act 2020. At the conclusion of the community consultation a report will be provided to Council for a final determination on whether the properties should progress to sale.

2. DISCUSSION

In early 2019, two new early years hubs were opened in Wantirna South and Bayswater, providing Council with the opportunity to consolidate a number of its early years services and deliver a holistic program for local families from fewer locations. This project also included a strategic review of Council early years assets and future use.

Since this decision, the 2019 Knox Early Years Infrastructure Review and the 2021 Knox Kindergarten Infrastructure Plan, developed in conjunction with the Department of Education and Training have reviewed the services in the municipality. These assessments again reinforced that there were no service needs that required Council retain the properties at Eildon Parade, Tamara Street or Coorie Avenue for Early Years services.

2.1 Assessment of Sites against the Sale of Land Principles

In line with the requirements of Council's Sale of Land and Buildings Policy, the sites have been assessed against the Sale of Land Principles to determine whether there is a need to retain these facilities for any other reason. This assessment included internal consultation with Council officers across a range of Council departments. The results of the assessment are set out overleaf in Table 1.

Table 1: Assessment of Properties against the Sale of Land and Building Policy Principles

Principle	Eildon Parade Preschool 73-75 Eildon Parade, Rowville	NG Haynes Children and Family Centre (NG Haynes CFC) 10 Tamara Street, Wantirna South	Coorie Avenue Children and Family Centre (Coorie Avenue CFC) 4 Coorie Avenue, Bayswater
1. Economic			
<p>Council evaluation of surplus property will consider the value of the land as well as the cost of retaining the land, utilities, and any foregone revenue, as well as any potential return available from sale for alternative purposes.</p>	<p>During planning of the early years hubs, five standalone buildings were deemed surplus based on the services that were planned to be consolidated into the hubs. The proceeds of the disposal of this property, 73-75 Eildon Parade, Rowville were to be contributed to the costs of the development of the early years' hubs. The sale of the building is estimated to contribute approximately 5.5% of the capital cost of the hubs.</p> <p>The proceeds from the sale of this site are included in the 2023/24 Adopted Budget. Should Council elect to withhold the property from sale, the site will require investment to reinstate the facility which has not been factored in current budgets, it is estimated that it would cost \$0.107 million to re-activate the property. The building in a re-instated state will continue</p>	<p>During planning of the early years hubs, five standalone buildings were deemed surplus based on the services that were planned to be consolidated into the hubs. The proceeds of the disposal of this property, 10 Tamara Street, Wantirna South, were to be contributed to the costs of the development of the early years' hubs. The sale of the building is estimated to contribute approximately 11% of the capital cost of the hubs.</p> <p>The proceeds from the sale of this site are included in the 2023/24 Adopted Budget. Should Council elect to withhold the property from sale, the site will require investment to reinstate the facility which has not been factored into current budgets. it is estimated that it would cost \$0.145 million to re-activate the property. The building in a reinstated</p>	<p>During planning of the early years hubs, five standalone buildings were deemed surplus based on the services that were planned to be consolidated into the hubs. The proceeds of the disposal of this property, 4 Coorie Avenue, Bayswater, were to be contributed to the costs of the development of the early years' hubs. The sale of the building is estimated to contribute approximately 4% of the capital cost of the hubs.</p> <p>The proceeds from the sale of this site are included in the 2023/24 Adopted Budget. Should Council elect to withhold the property from sale, the site will require investment to reinstate the facility which has not been factored into current budgets, it is estimated that it would cost \$0.120 million to re-activate the property. The building in a re-instated state will continue to have restricted options</p>

Principle	Eildon Parade Preschool 73-75 Eildon Parade, Rowville	NG Haynes Children and Family Centre (NG Haynes CFC) 10 Tamara Street, Wantirna South	Coorie Avenue Children and Family Centre (Coorie Avenue CFC) 4 Coorie Avenue, Bayswater
	to have restricted options for use as it is designed and fitted out as an early years facility.	state will continue to have restricted options for use as it is designed and fitted out as an early years facility.	for use as it is designed and fitted out as an early years facility.
2. Change to Service Needs (Use)			
Council will consider the sale of surplus land and buildings where it does not or will not support, facilitate or contribute to current or future service delivery outcomes as identified in the Council Plan.	Following the construction of the early years hubs, the services previously provided at the Eildon Parade Preschool have been relocated and the building has been vacant since 2022. There are two early years facilities located on Eildon Parade - Eildon Parade Preschool (CB74), and Rowville Children and Family Centre (CB77), which is situated 100m away from the Preschool within the boundary of Eildon Park. Eildon Parade Preschool (CB74) housed an independent preschool service and Rowville Children and Family Centre provided a long day care service. Following the construction of the early years hubs, the long day care service was relocated to the early years hubs, and Rowville CFC was	Existing early years services at the site have been relocated to other facilities within the vicinity and no early years services will be impacted by the sale of the land. The facility has been vacant since 2019 following the relocation of services. The property has been assessed against identified future service needs through internal consultation across multiple departments. This consultation identified the land as potentially suitable for the location of social and affordable housing development. The Knox Social and Affordable Housing strategy was adopted on the 26 April 2023. The sale of this land was a previous decision to partially fund building the hubs. The result of not proceeding with the sale would	Existing early years services at the site have been relocated to other facilities within the vicinity and no early years services will be impacted by the sale of the land. The facility has been vacant since 2019 following the relocation of services. The property has been assessed against identified future service needs through internal consultation across multiple departments. This consultation identified the land as potentially suitable for the location of social and affordable housing development. The Knox Social and Affordable Housing strategy was adopted on the 26 April 2023. The sale of this land was a previous decision to partially fund building the hubs. The result of not proceeding with the sale would

Principle	Eildon Parade Preschool 73-75 Eildon Parade, Rowville	NG Haynes Children and Family Centre (NG Haynes CFC) 10 Tamara Street, Wantirna South	Coorie Avenue Children and Family Centre (Coorie Avenue CFC) 4 Coorie Avenue, Bayswater
	<p>refurbished to ensure it was fit for purpose for use as a preschool. The preschool service relocated to the Rowville Family and Children Centre in 2022. Therefore, there is no loss of service due to the proposed sale.</p> <p>The property has been assessed against identified future service needs through internal consultation across multiple departments. This consultation identified the land as potentially suitable for the location of social and affordable housing development. The Knox Social and Affordable Housing strategy and action plan 2023-2027 was adopted on the 26 April 2023. The sale of this land was a previous decision to partially fund building the hubs. The result of not proceeding with the sale would result in a shortfall of funds in the 2023-24 Adopted Budget for delivering capital projects. Considering these factors, it is deemed appropriate to explore opportunities for social and affordable housing at alternative</p>	<p>result in a shortfall of funds in the 2023-24 Adopted Budget for delivering capital projects. Considering these factors, it is deemed appropriate to explore opportunities for social and affordable housing at alternative locations.</p>	<p>result in a shortfall of funds in the 2023-24 Adopted Budget for delivering capital projects. Considering these factors, it is deemed appropriate to explore opportunities for social and affordable housing at alternative locations.</p>

Principle	Eildon Parade Preschool 73-75 Eildon Parade, Rowville	NG Haynes Children and Family Centre (NG Haynes CFC) 10 Tamara Street, Wantirna South	Coorie Avenue Children and Family Centre (Coorie Avenue CFC) 4 Coorie Avenue, Bayswater
	locations.		
3. Building Condition			
Council will consider the building asset condition, maintenance, renewal and upgrade considerations.	<p>Alternate uses have been considered and several likely significant upgrades would be required should Council elect to keep the property. The ageing infrastructure requires significant investment for renewal and maintenance costs, which is expected to continue increasing as the asset ages.</p> <p>Retaining this property for any community use purpose would require initial costs to re-active and ongoing maintenance and renewal costs, which are not included in Council's budget.</p>	<p>Alternate uses have been considered. NG Haynes CFC has been vacant since 2019 and the infrastructure would likely need significant investment to upgrade the facility ready for use. Renewal and maintenance costs, if the property were to be maintained, would be significant, with this figure expected to increase due to the increasing age of the asset.</p> <p>Retaining this property for any community use purpose would require initial costs to re-active and ongoing maintenance and renewal costs, which are not included in Council's budget.</p>	<p>Coorie Avenue CFC is towards the end of its anticipated functional use and annual maintenance and renewal costs are prohibitive. The building has been vacant since 2019 and would therefore require additional investment to return the facility to an operational state.</p> <p>Retaining this property for any community use purpose would require initial costs to re-active and ongoing maintenance and renewal costs, which are not included in Council's budget.</p>
4. Environment			

Principle	Eildon Parade Preschool 73-75 Eildon Parade, Rowville	NG Haynes Children and Family Centre (NG Haynes CFC) 10 Tamara Street, Wantirna South	Coorie Avenue Children and Family Centre (Coorie Avenue CFC) 4 Coorie Avenue, Bayswater
Council will sell surplus land where retention will not enhance or protect its environmental value.	There are no vegetation protection overlays or provision for tree protection applying to the site. An independent arborist has undertaken an arboricultural assessment of 73-75 Eildon Parade, which assessed the trees located within the site, including retention values for each tree. This report is available as Attachment 3.	There are no vegetation protection overlays or provision for tree protection applying to the site. An independent arborist has undertaken an arboricultural assessment of 10 Tamara Street, which assessed the trees located within the site, including retention values for each tree. This report is available as Attachment 4.	There are no vegetation protection overlays or provision for tree protection applying to the site. An independent arborist has undertaken an arboricultural assessment of 4 Coorie Avenue, which assessed the trees located within the site, including retention values for each tree. This report is available as Attachment 5.
Principle	Eildon Parade Preschool 73-75 Eildon Parade, Rowville	NG Haynes Children and Family Centre (NG Haynes CFC) 10 Tamara Street, Wantirna South	Coorie Avenue Children and Family Centre (Coorie Avenue CFC) 4 Coorie Avenue, Bayswater
5. Physical Works			
Council will consider the sale of surplus land where it has not been identified in the Council Plan for the development of new assets or the improvement of existing assets.	This property has not been identified in the Council Plan for the development of new assets, nor the improvement of existing assets. The site is now vacant, and services relocated due to the anticipated sale of the property in the 2023/24 Adopted Budget.	This property has not been identified in the Council Plan for the development of new assets, nor the improvement of existing assets. The site is now vacant, and services relocated due to the anticipated sale of the property in the 2023/24 Adopted Budget.	This property has not been identified in the Council Plan for the development of new assets, nor the improvement of existing assets. The site is now vacant, and services relocated due to the anticipated sale of the property in the 2023/24 Adopted Budget.

Principle	Eildon Parade Preschool 73-75 Eildon Parade, Rowville	NG Haynes Children and Family Centre (NG Haynes CFC) 10 Tamara Street, Wantirna South	Coorie Avenue Children and Family Centre (Coorie Avenue CFC) 4 Coorie Avenue, Bayswater
6. Recreation			
Council will sell surplus land where it is not required in the foreseeable future for recreational purposes.	The land is adjacent to Eildon Park, which hosts nine tennis courts, two ovals and cricket nets and is currently used for tennis, cricket and football. Internal consultation did not identify a need for additional open space or active recreational areas within the reserve.	Internal consultation has identified that the land is not required for recreational purposes.	Internal consultation has identified that the land is not required for recreational purposes.
7. Land Use Planning			
Council will sell surplus land where there are not compelling land use planning grounds for retention.	There are no land use planning grounds for retention. The land has been rezoned as Neighbourhood Residential Zone (NRZ4).	There are no land use planning grounds for retention. The land is zoned as Neighbourhood Residential Zone (NRZ4).	There are no land use planning grounds for retention. The land is zoned as Neighbourhood Residential Zone (NRZ4).
8. Social			
Council will sell surplus land where alternative social uses have not been identified.	Internal consultation has taken place to identify any potential social benefits to retaining this facility. This did not highlight any potential usage by community groups which could not otherwise be catered for	Internal consultation has taken place to identify any potential social benefits to retaining this facility. This did not highlight any potential usage by community groups which could	Internal consultation has taken place to identify any potential social benefits to retaining this facility. This did not highlight any potential usage by community groups which could

Principle	Eildon Parade Preschool 73-75 Eildon Parade, Rowville	NG Haynes Children and Family Centre (NG Haynes CFC) 10 Tamara Street, Wantirna South	Coorie Avenue Children and Family Centre (Coorie Avenue CFC) 4 Coorie Avenue, Bayswater
	through existing sites and collocation of services to better utilise Council assets.	not otherwise be catered for through existing sites and collocation of services to better utilise Council assets.	not otherwise be catered for through existing sites and collocation of services to better utilise Council assets.
9. Intergenerational Needs (Future Needs)			
Council will consider social, environmental and economic future needs of the asset by considering how the land sale today benefits current and future generations in the municipality.	The land sale supports the establishment of the previously constructed Early Years Hubs (Bayswater and Wantirna) which supports future generations requiring the holistic support services that are offered at these sites. Current and future needs can be met through the relocation of services to the early years hubs and Rowville Children and Family Centre (Rowville CFC). The long day care service previously provided at Rowville CFC has been relocated to the early years hubs, and the preschool operations at Eildon Parade Preschool have been relocated to Rowville CFC, which is located within the boundary of Eildon Park and has been refurbished to	The land sale supports the establishment of the previously constructed Early Years Hubs (Bayswater and Wantirna) which supports future generations requiring the holistic support services that are offered at these sites. The current and future needs can be met through the relocation of services from NG Haynes Children and Family Centre to other early years facilities. Maternal and Child Health Services and the community playgroup have already been relocated to the Wantirna Early Years Hub, and the three-year-old activity group has been relocated to Riddell Road. The facility has been vacant since 2019.	The land sale supports the establishment of the previously constructed Early Years Hubs (Bayswater and Wantirna) which supports future generations requiring the holistic support services that are offered at these sites. Current and future needs can be met through the relocation of services at Coorie Avenue CFC into the new early years hubs. The co-location and integration of services provides more modern facilities and improved experiences for the community.

Principle	Eildon Parade Preschool 73-75 Eildon Parade, Rowville	NG Haynes Children and Family Centre (NG Haynes CFC) 10 Tamara Street, Wantirna South	Coorie Avenue Children and Family Centre (Coorie Avenue CFC) 4 Coorie Avenue, Bayswater
	ensure it is fit for purpose.		
10. Heritage and Cultural Value			
Council will consider the asset's heritage and cultural values to the community.	The building and land has no heritage or cultural values requiring protection. The site is not in an area of cultural heritage sensitivity.	The building and land has no heritage or cultural values requiring protection. The site is not in an area of cultural heritage sensitivity.	The building and land has no heritage or cultural values requiring protection. The site is not in an area of cultural heritage sensitivity.
11. Risk			
Council will identify and assess risks associated with holding and disposing of the asset.	If Council were to retain the asset, Council would need to consider the financial impacts of increased borrowings, reduced capital works program or sourcing an alternate property for sale. This asset would require material ongoing and re-activation funding (which is not included in the budget).	If Council were to retain the asset, Council would need to consider the financial impacts of increased borrowings, reduced capital works program or sourcing an alternate property for sale. This asset would require material ongoing and re-activation funding (which is not included in the budget).	If Council were to retain the asset, Council would need to consider the financial impacts of increased borrowings, reduced capital works program or sourcing an alternate property for sale. This asset would require material ongoing and re-activation funding (which is not included in the budget).

The review against the Sale and Land and Buildings Policy Principles indicates on balance the three parcels of land should progress to community consultation.

2.2 Next Steps

Council officers will develop and implement a community engagement plan for each of the three properties proposed for sale. Following the conclusion of the consultation, officers will present a further report to a Council or Strategic Planning Committee Meeting to enable consideration of any submissions made through the community consultation process, enabling Council to make a final determination on the properties.

3. CONSULTATION

In 2018, consultation was carried out with internal Council officers and some facility user groups. More recently, internal consultation was completed in March 2023 to assess this site against the sale of land principles set out in Council's Sale of Land and Buildings Policy. The results of this consultation are detailed above in the discussion section of this report.

Consultation with the community will be undertaken once Council has resolved to commence the statutory process required under the Local Government Act 2020 to sell the three parcels of land.

4. CLIMATE CHANGE CONSIDERATIONS

The subject of this report has been considered in the context of climate change and its relevance to the Knox Climate Response Plan 2021 – 2031.

Implementation of the recommendation will positively impact on Council's Net zero 2030 target by removing ageing infrastructure from Council's property portfolio which have been replaced by the early years hubs that were built incorporating an environmentally sustainable design, with the ability to operate under its own power and water supply with reduced maintenance and operating costs.

Development of the sites may increase urban heat island impacts, however there is opportunity to mitigate this risk by protecting significant vegetation through the sale and/or planning process. The preliminary arboricultural assessment has identified trees of high retention value for consideration for protection.

5. ENVIRONMENTAL/AMENITY CONSIDERATIONS

73-75 Eildon Parade, Rowville (Eildon Parade Preschool)

When the site was operating as a preschool, the fence line was extended west into Eildon Park, to provide additional outdoor play space within the service. Work will need to be carried out on the site to align the fencing with the title boundary and ready the property for sale. This will include demolition of the existing fence, demolition of existing play, shade and storage structures, removal of paths and artificial turf and reinstatement of grassed area, and installation of a new fence to the western title boundary, providing additional open space to the community. These works would be completed prior to the sale with work to be funded from the proceeds of the property. The installation of the fence along the western boundary will occur prior to community consultation to assist the community in understanding the area of land that is for sale. This will have an overall impact of increasing open space footprint, once the boundary fence work is undertaken. The relocation of the boundary fence is likely to impact upon trees within the site.

6. FINANCIAL & ECONOMIC IMPLICATIONS

These sites, together with two others, were identified and presented to Council as surplus for consideration to sell in a report in November 2018. The report advised that any proceeds from the sale of the under-utilised, surplus assets listed would be used to offset the construction costs of the hubs.

Valuations for the three properties are included in Confidential Attachment 1. It should be noted that the property market is currently behaving unpredictably, and valuations expire after six months, so the attached valuations are an indication only.

7. SOCIAL IMPLICATIONS

Social implications have been discussed throughout this report. The benefits of co-locating services through the hubs are well researched and supported, and the current provision of services has been researched and covered by existing and used facilities ensuring the community has access to services. Future community needs can be supported by the available capacity of our existing sites and collocating services with our community groups.

Council's Housing Changes Lives: Knox Social and Affordable Housing Strategy and Action Plan 2023-2027 sets out key actions that Council has committed to guide Knox's housing and infrastructure. These actions include the development of a framework which will assist guide Council in considering surplus and under-utilised land for the potential future development of social and affordable housing.

8. RELEVANCE TO KNOX COUNCIL PLAN 2021-2025

Neighbourhoods, Housing & Infrastructure

Strategy 2.2 - Create, enhance and maintain places and spaces for people to live, work, play and connect.

Civic Engagement & Integrity

Strategy 5.1 - Provide opportunities for all people in Knox to have their say.

Strategy 5.2 - Manage our resources effectively to ensure financial sustainability and improved customer experience.

Strategy 5.3 - Ensure our processes are transparent and decisions are accountable.

9. CONFLICT OF INTEREST

The officers contributing to and responsible for this report have no conflicts of interest requiring disclosure under Chapter 5 of the Governance Rules of Knox City Council.

10. CONFIDENTIALITY

Confidential Attachment 1 is included in the confidential agenda, as it contains confidential information pursuant to Council's Governance Rules and Section 66 of the Local Government Act 2020, as it relates to Council business information, that could, if prematurely released, prejudice Council's position when negotiating the sale and settlement of properties recommended for sale.

Report Prepared By: Emma Hayton, Property Officer

Report Authorised By: Chief Financial Officer, Navec Lorkin

Attachments

1. Attachment 2 Aerial Maps of Facilities Proposal to Sell Three Council Properties [**4.3.1** - 3 pages]
2. Attachment 3 - Arboriculture Assessment - Eildon Parade Preschool - 73-75 Eildon Parade Rowville - 2 [**4.3.2** - 21 pages]
3. Attachment 4 - Arboriculture Assessment - NG Haynes Children and Family Centre - 10 Tamara Street Wa [**4.3.3** - 26 pages]
4. Attachment 5 - Arboriculture Assessment - Coorie Avenue Children and Family Centre - 4 Coorie Avenue [**4.3.4** - 18 pages]

Attachment 2: Aerial Maps

Map 1: 73-75 Eildon Parade, Rowville (Eildon Parade Preschool)



Map 2: 10 Tamara Street, Wantirna (NG Haynes Children and Family Centre)



Map 3: 4 Coorie Avenue, Bayswater (Coorie Avenue Children and Family Centre)



Preliminary Arboricultural Assessment

Site Address:

72-75 Eildon Parade, Rowville

Prepared for:

Knox City Council

Prepared by:

Lachlan J Egan

Melbourne Tree Care

DipArb

Submitted: 25/05/2023

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Introduction

Melbourne Tree Care was contracted by Knox City Council to undertake a preliminary arboricultural assessment for trees located within the boundaries of 72-75 Eildon Parade, Rowville.

Aim of report

The intention of this report is to:

- Assess trees located within the subject site.
- State the permit requirements for tree removal.
- State the retention value for each tree.
- State the Tree Protection Zones (TPZ) and Structural Root Zones (SRZ) of all trees.

Methodology

- Lachlan Egan of Melbourne Tree Care attended site on the 23rd of May 2023.
- Data acquired is based on a Visual Tree Inspection (VTA) from the ground (Mattheck and Breloer, 1994).
- Trees within the subject site with a mature height greater than five metres were assessed.
- Data collected for each tree was their current size (DBH, DaB, crown spread, height), condition (health and structure), ULE (useful life expectancy), retention value, TPZ, and SRZ.
- DBH (Diameter at Breast Height) was measured at 1.4 metres using a diameter tape.
- DaB (Diameter at Base) was measure above the root flare using a diameter tape.
- Tree height and canopy spread were estimated.
- Tree locations are estimates.
- Data was recorded using Tree Plotter.
- TPZ's and SRZ's were calculated in accordance with Australian Standard 4970-2009 Protection of trees on development sites.



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Planning Controls

The subject site is located in Knox City Council Neighborhood Residential Zone – Schedule 4 (NRZ4) and Public Park and Recreation Zone (PPRZ). No planning overlays are present.

Table 1. Tree Permit Status

Tree Id	Botanical Name	Retention Value	Permit Required
1	<i>Leptospermum petersonii</i>	Low	No
2	<i>Callistemon viminalis</i>	Medium	No
3	<i>Casuarina cunninghamiana</i>	High	No
4	<i>Pittosporum eugeniioides</i>	Low	No
5	<i>Prunus sp.</i>	Low	No
6	<i>Hakea sp.</i>	Low	No
7	<i>Agonis flexuosa</i>	Medium	No
8	<i>Eucalyptus sp.</i>	Low	No
9	<i>Eucalyptus nicholii</i>	Medium	No
10	<i>Pittosporum tenuifolium</i>	Low	No
11	<i>Ulmus glabra 'Lutescens'</i>	Medium	No
12	<i>Liquidambar styraciflua</i>	Medium	No
13	<i>Leptospermum petersonii</i>	Low	No
14	<i>Quercus palustris</i>	Medium	No
15	<i>Callistemon viminalis</i>	Low	No
16	<i>Ulmus glabra 'Lutescens'</i>	Medium	No
17	<i>Angophora floribunda</i>	Medium	No

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Observations

A total of 17 individual trees were assessed for this report (Figure 1) See **Appendix A** for tree locations. Detailed observations for individual trees are listed in **Appendix B**, and see **Appendix C** for glossary of terms.

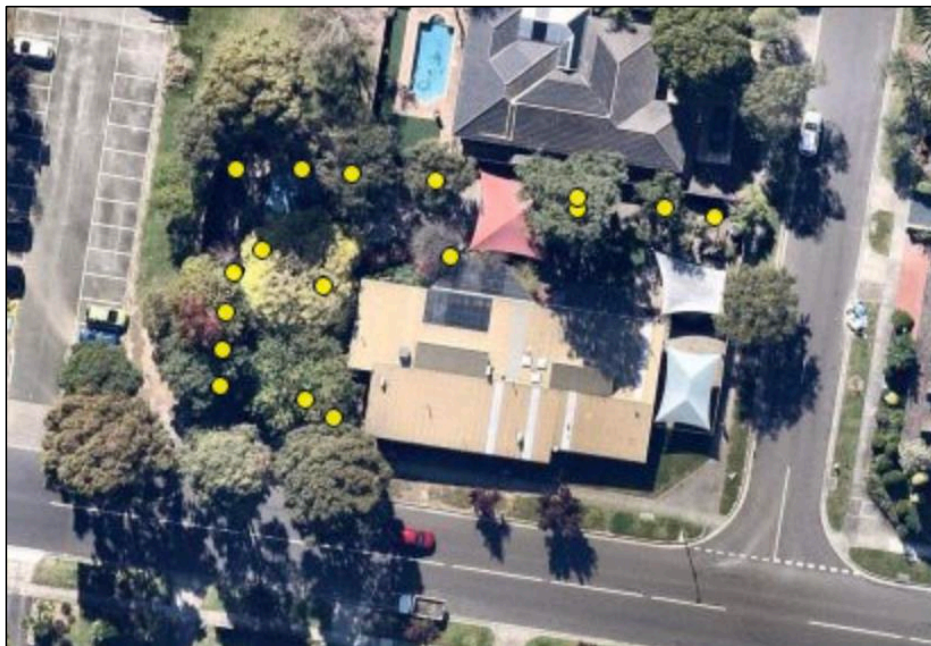


Figure 1. Site overview and tree locations

Tree Population Overview

The trees assessed are mature (76% of the tree population) and semi mature (24%) in age and are a mix of Australian native (47%), exotic (41%), and Victorian native species (12%). The population is comprised of over 10 different species, with *Ulmus glabra* 'Lutescens' (Golden Elm), *Leptospermum petersonii* (Lemon-scented Tea-tree) and *Callistemon viminalis* (Weeping Bottle Brush) the most extensively planted species. A number of species could only be identified to a genus level due to a lack of identifiable features (leaves, flowers, fruit). See **Appendix A** for individual tree locations and **Appendix B** for individual tree data.



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Health

The health of the trees is assessed as fair (76%), good (18%) and poor (6%). Most trees are presenting with good leaf size and colour, crown density, and branch elongation; all of which are indicators of good vigour and vitality.

Structure

The structure of the trees is assessed as poor (53%) and fair (47%). Most trees present with some form of above or below ground defect. These trees will likely require remedial works or removal over the next 15 years.

Tree Retention Value

Tree 3, a mature *Casuarina cunninghamiana* (River She-oak), was found to have a high retention value due to its large size, good health, and high amenity value. Eight trees have a medium retention value, and the remaining eight trees have a low retention value. See **Table 2** below.

Table 2. Tree Retention Values

Retention Value	Tree Id
High	3
Medium	2,7,9,11,12,14,16,17
Low	1,4,5,6,8,10,13,15

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Tree Protection Zones

A Tree Protection Zone (TPZ), as stated by the Australian Standard AS4970: 2009, Protection of trees on development sites, is the principal means of protection of trees on development site. The TPZ is a combination of the root area and crown area requiring protection. It is an area isolated from construction disturbance, so that the tree remains viable.

The Australian Standard AS4970: 2009 is being used in assessing the protection areas for each tree as it describes the best practices for the planning and protection of trees on development sites.

Table 3. Individual TPZ's and SRZ's

Tree Id	DBH (cm)	TPZ Radius (m)	DaB (cm)	SRZ Radius (m)
1	25.5	3.06	53	2.53
2	23	2.76	36	2.15
3	78	9.36	96	3.25
4	18	2.16	23	1.79
5	26.87	3.22	46	2.39
6	45	5.4	56	2.59
7	63.77	7.65	92	3.2
8	56	6.72	7	2.85
9	53	6.36	61	2.69
10	12.21	2	16	1.53
11	66.07	7.93	64	2.74
12	15	2	19	1.65
13	22.2	2.66	31	2.02
14	38	4.56	5	2.47
15	16.4	2	39	2.23
16	35	4.2	49	2.45
17	37	4.44	44	2.34

DBH – Diameter at Breast Height; DaB – Diameter At Base; Cm – Centimetre; M – Metre

In calculating the radius for the Tree Protection Zones (TPZ), the DBH, measured at 1.4m from the ground, is multiplied by 12. The TPZ requirements are as follows:

- If the TPZ is encroached by less than 10%, the Australian Standard AS4970: 2009 states: *detailed root investigations should not be required.*

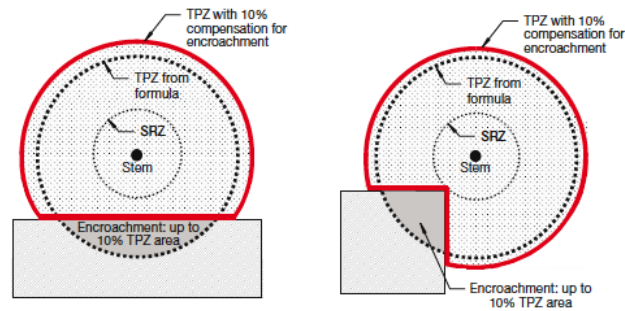


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- If the TPZ is encroached by more than 10%, the Australian Standard AS4970: 2009 states: *the project Arborist must demonstrate that the tree(s) would remain viable. The area lost to this encroachment should be compensated for elsewhere and contiguous with the TPZ.*



The Structural Root Zone (SRZ) is the area around the base of the tree required for stability in the ground. These roots are fundamental for the trees structure and health. The standard states:

“The area around the base of a tree required for the tree’s stability in the ground. The woody root growth and soil cohesion in this area are necessary to hold the tree upright. The SRZ is nominally circular with the trunk at its centre and is expressed by its radius in metres. This zone considers a tree’s structural stability only, not the root zone required for a tree’s vigour and long-term viability, which will usually be a much larger area.” (AS4970)

To calculate the SRZ, the equation is $(D \times 50)^{0.42} \times 0.64$, where D is the Diameter at Base (DAB).

The effects of root loss or damage by any means could include:

- Loss of stability if structural woody roots or even lower order woody roots are cut
- Reduction in water and nutrient uptake
- An eventual loss of leaves, reduced photosynthesis and thus sugar production
- Decay as a result of wounding
- Predisposition to soil borne pathogens



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Conclusion

A total of 17 individual trees were assessed for this report. The main findings of the assessment were:

- The trees are generally in fair to good health.
- The structure of the trees varies, with over half the trees presenting with poor structure.
- Tree 3 was assessed as having a high retention value.
- Eight trees have been assessed as having a medium retention value.
- No trees onsite require a permit for removal.



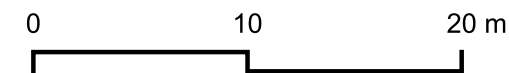
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Coordinate Reference System (CRS)
EPSG: 38355 GDA94/MGA Zone 55
Tree locations are approximate

Melbourne Tree Care Preliminary Arboricultural Assessment

72-75 Eildon Parade, Rowville Appendix A: Tree Locations



Legend

- Cadastre
- Road
- Retention Value**
- High
- Medium
- Low



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Appendix B: Individual Tree Data

Tree ID	1	Origin	Vic. Native		
Botanical Name	<i>Leptospermum petersonii</i>	Age	Mature		
Common Name	Lemon-scented Tea-tree	DBH (cm)	25.5		
Tree Height (m)	3	Canopy Spread (m)	5		
Health	Fair	Structure	Poor		
ULE	Short	Location	Onsite		
Observations	Large previous failure. Acute codominant stems				
Retention Value	Low	TPZ (m)	3.06		
Tree ID	2	Origin	Aus. Native		
Botanical Name	<i>Callistemon viminalis</i>	Age	Mature		
Common Name	Weeping Bottle Brush	DBH (cm)	23		
Tree Height (m)	6	Canopy Spread (m)	4		
Health	Fair	Structure	Fair		
ULE	Medium	Location	Onsite		
Observations					
Retention Value	Medium	TPZ (m)	2.76		
Tree ID	3	Origin	Aus. Native		
Botanical Name	<i>Casuarina cunninghamiana</i>	Age	Mature		
Common Name	River She-oak	DBH (cm)	78		
Tree Height (m)	16	Canopy Spread (m)	7		
Health	Good	Structure	Fair		
ULE	Medium	Location	Onsite		
Observations	Acute codominant stems				
Retention Value	High	TPZ (m)	9.36		



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Tree ID	4	Origin	Exotic		
Botanical Name	<i>Pittosporum eugenioides</i>	Age	Mature		
Common Name	Tarata	DBH (cm)	18		
Tree Height (m)	6	Canopy Spread (m)	4		
Health	Fair	Structure	Fair		
ULE	Medium	Location	Onsite		
Observations	Suppressed				
Retention Value	Low	TPZ (m)	2.16		
Tree ID	5	Origin	Exotic		
Botanical Name	<i>Prunus sp.</i>	Age	Mature		
Common Name	Plum	DBH (cm)	26.87		
Tree Height (m)	5	Canopy Spread (m)	5		
Health	Fair	Structure	Poor		
ULE	Short	Location	Onsite		
Observations	Root damage. Included codominant stems. Possible previous rootplate failure				
Retention Value	Low	TPZ (m)	3.22		
Tree ID	6	Origin	Aus. Native		
Botanical Name	<i>Hakea sp.</i>	Age	Mature		
Common Name	Hakea	DBH (cm)	45		
Tree Height (m)	6	Canopy Spread (m)	5		
Health	Fair	Structure	Poor		
ULE	Short	Location	Onsite		
Observations	Included codominant stems. Wounds. Decay				
Retention Value	Low	TPZ (m)	5.4		



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Tree ID	7	Origin	Aus. Native
Botanical Name	<i>Agonis flexuosa</i>	Age	Mature
Common Name	West Australian Willow Myrtle	DBH (cm)	63.77
Tree Height (m)	7	Canopy Spread (m)	7
Health	Good	Structure	Poor
ULE	Short	Location	Onsite
Observations	Included codominant stems. Wounds		
Retention Value	Medium	TPZ (m)	7.65
Tree ID	8	Origin	Aus. Native
Botanical Name	<i>Eucalyptus sp.</i>	Age	Mature
Common Name	Gum	DBH (cm)	56
Tree Height (m)	11	Canopy Spread (m)	8
Health	Poor	Structure	Fair
ULE	Short	Location	Onsite
Observations	In decline. Dieback. Wounds.		
Retention Value	Low	TPZ (m)	6.72
Tree ID	9	Origin	Aus. Native
Botanical Name	<i>Eucalyptus nicholii</i>	Age	Mature
Common Name	Narrow-leaved Black Peppermint	DBH (cm)	53
Tree Height (m)	10	Canopy Spread (m)	5
Health	Good	Structure	Poor
ULE	Medium	Location	Onsite
Observations	Wounds		
Retention Value	Medium	TPZ (m)	6.36





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Tree ID	10	Origin	Exotic		
Botanical Name	<i>Pittosporum tenuifolium</i>	Age	Semi mature		
Common Name	Kohuhu	DBH (cm)	12.21		
Tree Height (m)	3	Canopy Spread (m)	3		
Health	Fair	Structure	Poor		
ULE	Short	Location	Onsite		
Observations	Included codominant stems. Wounds. Suppressed				
Retention Value	Low	TPZ (m)	2		
Tree ID	11	Origin	Exotic		
Botanical Name	<i>Ulmus glabra 'Lutescens'</i>	Age	Mature		
Common Name	Golden Elm	DBH (cm)	66.07		
Tree Height (m)	9	Canopy Spread (m)	11		
Health	Fair	Structure	Poor		
ULE	Short	Location	Onsite		
Observations	Included codominant stems				
Retention Value	Medium	TPZ (m)	7.93		
Tree ID	12	Origin	Exotic		
Botanical Name	<i>Liquidambar styraciflua</i>	Age	Semi mature		
Common Name	Liquidamber	DBH (cm)	15		
Tree Height (m)	6	Canopy Spread (m)	3		
Health	Fair	Structure	Fair		
ULE	Medium	Location	Onsite		
Observations					
Retention Value	Medium	TPZ (m)	2		



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Tree ID	13	Origin	Vic. Native
Botanical Name	<i>Leptospermum petersonii</i>	Age	Mature
Common Name	Lemon-scented Tea-tree	DBH (cm)	22.2
Tree Height (m)	4	Canopy Spread (m)	3
Health	Fair	Structure	Poor
ULE	Short	Location	Onsite
Observations	Suppressed. Fungal fruiting bodies on main stem. Included codominant stems		
Retention Value	Low	TPZ (m)	2.66
Tree ID	14	Origin	Exotic
Botanical Name	<i>Quercus palustris</i>	Age	Mature
Common Name	Pin Oak	DBH (cm)	38
Tree Height (m)	15	Canopy Spread (m)	7
Health	Fair	Structure	Fair
ULE	Medium	Location	Onsite
Observations	Acute codominant stems		
Retention Value	Medium	TPZ (m)	4.56
Tree ID	15	Origin	Aus. Native
Botanical Name	<i>Callistemon viminalis</i>	Age	Semi mature
Common Name	Weeping Bottle Brush	DBH (cm)	16.4
Tree Height (m)	5	Canopy Spread (m)	4
Health	Fair	Structure	Poor
ULE	Short	Location	Onsite
Observations	Suppressed. Wounds. Acute codominant stems		
Retention Value	Low	TPZ (m)	2





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Tree ID	16	Origin	Exotic
Botanical Name	<i>Ulmus glabra</i> <i>'Lutescens'</i>	Age	Mature
Common Name	Golden Elm	DBH (cm)	35
Tree Height (m)	8	Canopy Spread (m)	12
Health	Fair	Structure	Fair
ULE	Medium	Location	Onsite
Observations			
Retention Value	Medium	TPZ (m)	4.2
Tree ID	17	Origin	Aus. Native
Botanical Name	<i>Angophora</i> <i>floribunda</i>	Age	Mature
Common Name	Rough Barked Apple	DBH (cm)	37
Tree Height (m)	13	Canopy Spread (m)	8
Health	Fair	Structure	Fair
ULE	Medium	Location	Onsite
Observations	Acute codominant stems		
Retention Value	Medium	TPZ (m)	4.44





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Appendix C: Glossary of Terms

AGE

Juvenile	Juvenile or recently planted approximately 1-7 years.
Semi Mature	Tree actively growing.
Mature	Tree has reached expected size in situation.
Senescent	Tree is over mature and has started to decline.

USEFUL LIFE EXPECTANCY – ULE

The useful life of a tree is an estimate of how long a tree is likely to remain in the landscape based on health, amenity and risk.

Long ULE Trees that appear to be retainable with an acceptable level of risk for more than 40 years.

1. Structurally sound trees located in positions that can accommodate future growth.
2. Storm damaged or defective trees that could be made suitable for retention in the long term by remedial tree surgery.
3. Trees of special significance for historical, commemorative or rarity reasons that would warrant extraordinary efforts to secure their long-term retention.

Medium ULE Trees that appear to be retainable with an acceptable level of risk for 15 to 40 years.

1. Trees that may only live between 15 and 40 years.
2. Trees that may live for more than 40 years but would be removed to allow the safe development of more suitable individuals.
3. Trees that may live for more than 40 years but would be removed during the course of normal management for safety and nuisance reasons.
4. Storm damage or defective trees that can be made suitable for retention in the medium term by remedial work.

Short ULE Trees that appear to be retainable with an acceptable level of risk for 5 to 15 years.

1. Trees that may live for 5 to 15 years.
2. Trees that may live for more than 15 years but would be removed to allow the safe development of more suitable individuals.
3. Trees that may live for more than 15 years but would be removed during the course of normal management for safety and nuisance reasons.
4. Storm damaged or defective trees that require substantial remedial work to make safe and are only suitable for retention in the short term.



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- Remove** Trees with a high level of risk that would need removal within the next 5 years.
1. Dead trees.
 2. Dying or suppressed and declining trees through disease or inhospitable conditions.
 3. Dangerous trees through instability or recent loss of adjacent trees.
 4. Dangerous trees through structural defects including cavities, decay, included bark, wounds or poor form.
 5. Damaged trees that are considered unsafe to retain.
 6. Trees that will become dangerous after removal of other trees for the above reasons.

CONDITION

This is a combined indicator of 'health' and 'structure' based on the following descriptors:

HEALTH

Good	Foliage of tree is entire, with good colour, very little sign of pathogens and of good density. Growth indicators are good ie. Extension growth of twigs and wound wood development. Minimal or no canopy die back (deadwood).
Fair	Tree is showing one or more of the following symptoms; < 25% dead wood, minor canopy die back, foliage generally with good colour though some imperfections may be present. Minor pathogen damage present, with growth indicators such as leaf size, canopy density and twig extension growth typical for the species in this location.
Poor	Tree is showing one or more of the following symptoms of tree decline; > 25% deadwood, canopy die back is observable, discoloured or distorted leaves. Pathogens present, stress symptoms are observable as reduced leaf size, extension growth and canopy density.
Dead or dying	Tree is in severe decline; > 55% deadwood, very little foliage, possibly epicormic shoots, minimal extension growth.

STRUCTURE

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Good	Trunk and scaffold branches show good taper and attachment with minor or no structural defects. Tree is a good example of the species with a well-developed form showing no obvious root problems or pests and diseases.
Fair	Tree shows some minor structural defects or minor damage to trunk eg. bark missing, there could be cavities present. Minimal damage to structural roots. Tree could be seen as typical for this species.
Poor	There are major structural defects, damage to trunk or bark missing. Co-dominant stems could be present or poor structure with likely points of failure. Girdling or damaged roots obvious. Tree is structurally problematic.

Retention Value

- High
 - A tree that is in good-fair health and structure with a long ULE
 - A tree that has cultural, botanical, or landscape significance
 - A tree that is not located within the subject site i.e. nature strip, adjoining properties.
- Medium
 - A tree that is in fair health and structure with a medium ULE
- Low
 - A tree that is in poor health and structure with a short ULE.
 - Weed species.
- Third Party
 - A tree that is located on adjoining properties
 - A tree that is located on a nature strip



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Appendix D: References

- Mattheck, C. and Breleor, H., 1994, *The body language of trees*, The Stationery Office, London, UK.
- Standards Australia 2009 SAI Global - *AS4970 Protection of Trees on Development Sites*

Appendix E: Qualifications and Experience

Lachlan J Egan has the following qualifications and experience:

Diploma of Arboriculture

QTRA (Quantified Risk Assessment) registered user

Arboriculture Australia National Conference: 2016

10 Years industry experience



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Appendix F: Report Limitations and Constraints

- The report is limited to the time of inspection.
- The report reflects the trees as found on the days of inspection. Any changes to site conditions or surroundings, such as construction works or landscape works may alter the findings of the report subject to conditions and recommendations as set out within the report.
- The report is based on the inspection and the material available at the time of inspection or that information further to the inspection found within the report.
- No soil samples were taken for laboratory analysis.
- Tree roots were not inspected below ground except where previously exposed and/or where otherwise stated within the report.
- Measurements may be approximates only and generally not to scale.
- All images supplied are interpretations only and should not be taken as true at time of inspection or indicative of tree condition or status at time of inspection or time of report release, inclusive of Google images if applicable

Appendix G: Disclaimer

Although MELBOURNE TREE CARE P.L. uses all due care and skill in providing you the information made available in this report, to the extent permitted by law MELBOURNE TREE CARE P.L. otherwise excludes all warranties of any kind, either expressed or implied. To the extent permitted by law, you agree that MELBOURNE TREE CARE P.L. is not liable to you or any other person or entity for any loss or damage caused or alleged to have been caused (including loss or damage resulting from negligence), either directly or indirectly, by your use of the information (including by way of example, Arboricultural advice) made available to you in this report. Without limiting this disclaimer, in no event will MELBOURNE TREE CARE P.L. be liable to you for any lost revenue or profits, or for special, indirect, consequential or incidental damage (however caused and regardless of the theory of liability) arising out of or related to your use of that information, even if MELBOURNE TREE CARE P.L. has been advised of the possibility of such loss or damage.

Preliminary Arboricultural Assessment



Site Address:
10 Tamara Street, Wantirna South

Prepared for:
Knox City Council

Prepared by:
Lachlan J Egan
Melbourne Tree Care
DipArb

Submitted: 25/05/2023

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Introduction

Melbourne Tree Care was contracted by Knox City Council to undertake a preliminary arboricultural assessment for trees located within the boundaries of 10 Tamara Street, Wantirna South.

Aim of report

The intention of this report is to:

- Assess trees located within the subject site.
- State the permit requirements for tree removal.
- State the retention value for each tree.
- State the Tree Protection Zones (TPZ) and Structural Root Zones (SRZ) of all trees.

Methodology

- Lachlan Egan of Melbourne Tree Care attended site on the 23rd of May 2023.
- Data acquired is based on a Visual Tree Inspection (VTA) from the ground (Mattheck and Breloer, 1994).
- Trees within the subject site with a mature height greater than five metres were assessed.
- Data collected for each tree was their current size (DBH, DaB, crown spread, height), condition (health and structure), ULE (useful life expectancy), retention value, TPZ, and SRZ.
- DBH (Diameter at Breast Height) was measured at 1.4 metres using a diameter tape.
- DaB (Diameter at Base) was measure above the root flare using a diameter tape.
- Tree height and canopy spread were estimated.
- Tree locations are estimates.
- Data was recorded using Tree Plotter.
- TPZ's and SRZ's were calculated in accordance with Australian Standard 4970-2009 Protection of trees on development sites.



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Planning Controls

The subject site is located in Knox City Council Neighborhood Residential Zone – Schedule 4 (NRZ4). No planning overlays are present.

Table 1. Tree Permit Status

Tree Id	Botanical Name	Retention Value	Permit Required
1	<i>Acacia baileyana</i>	Low	No
2	<i>Melaleuca bracteata</i>	Medium	No
3	<i>Melaleuca bracteata</i>	Medium	No
4	<i>Callistemon salignus</i>	Low	No
5	<i>Melaleuca bracteata</i>	Low	No
6	<i>Eucalyptus saligna</i>	High	No
7	<i>Eucalyptus saligna</i>	High	No
8	<i>Eucalyptus melliodora</i>	Medium	No
9	<i>Melaleuca linariifolia</i>	Medium	No
10	<i>Eucalyptus sideroxylon</i>	Medium	No
11	<i>Eucalyptus sideroxylon</i>	High	No
12	<i>Lophostemon confertus</i>	Medium	No
13	<i>Callistemon sp.</i>	Low	No
14	<i>Leptospermum sp.</i>	Low	No
15	<i>Callistemon salignus</i>	Low	No
16	<i>Pittosporum undulatum</i>	Low	No
17	<i>Lophostemon confertus</i>	Medium	No
18	<i>Eucalyptus botryoides</i>	High	No
19	<i>Fraxinus sp.</i>	Low	No
20	<i>Acacia baileyana</i>	Low	No
21	<i>Pittosporum undulatum</i>	Low	No
22	<i>Callistemon sp.</i>	Low	No
23	<i>Eucalyptus botryoides</i>	High	No
24	<i>Melaleuca linariifolia</i>	Medium	No
25	<i>Melaleuca linariifolia</i>	Medium	No
26	<i>Melaleuca linariifolia</i>	Low	No
27	<i>Melaleuca linariifolia</i>	Low	No
28	<i>Eucalyptus nicholii</i>	Low	No



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Observations

A total of 28 individual trees were assessed for this report (Figure 1) See **Appendix A** for tree locations. Detailed observations for individual trees are listed in **Appendix B**, and see **Appendix C** for glossary of terms.



Figure 1. Site overview and tree locations

Tree Population Overview

The trees assessed are mature (54% of the tree population), semi mature (43%) and one tree is juvenile in age. The trees are a mix of Australian native (64%), Victorian native (32%), and exotic species (4%). The population is comprised of over 10 different species, with *Melaleuca linariifolia* (Snow in Summer) the most extensively planted species. A number of species could only be identified to a genus level due to a lack of identifiable features (leaves, flowers, fruit). See **Appendix A** for individual tree locations and **Appendix B** for individual tree data.



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Health

The health of the trees is assessed as fair (46%), good (43%) and poor (11%). Most trees are presenting with good leaf size and colour, crown density, and branch elongation; all of which are indicators of good vigour and vitality.

Structure

The structure of the trees is assessed as fair (64%) and poor (36%). Most trees present with strong branch and stem attachments and are generally free of any above-ground defects.

Tree Retention Value

Five trees were found to have a high retention value due to their large size, good health, and high amenity value. Nine trees have a medium retention value, and the remaining 14 trees have a low retention value. See **Table 2** below.

Table 2. Tree Retention Values

Retention Value	Tree Id
High	6,7,11,18,23
Medium	2,3,8,9,10,12,17,24,25
Low	1,4,5,13,14,15,16,19,20,21,22,26,27,28

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Tree Protection Zones

A Tree Protection Zone (TPZ), as stated by the Australian Standard AS4970: 2009, Protection of trees on development sites, is the principal means of protection of trees on development site. The TPZ is a combination of the root area and crown area requiring protection. It is an area isolated from construction disturbance, so that the tree remains viable.

The Australian Standard AS4970: 2009 is being used in assessing the protection areas for each tree as it describes the best practices for the planning and protection of trees on development sites.

Table 3. Individual TPZ's and SRZ's

Tree Id	DBH (cm)	TPZ Radius (m)	DaB (cm)	SRZ Radius (cm)
1	16	2	20	1.68
2	45.12	5.41	66	2.78
3	49.31	5.92	63	2.73
4	38	4.56	39	2.23
5	10	2	13	1.5.
6	52	6.24	63	2.73
7	75	9	99	3.3
8	28	3.36	38	2.2
9	27.31	3.28	47	2.41
10	60	7.2	64	2.74
11	70	8.4	76	2.95
12	24	2.88	28	1.94
13	14.87	2	19	1.65
14	21.95	2.63	36	2.15
15	15.65	2	17	1.57
16	31.83	3.82	48	2.43
17	27	3.24	32	2.05
18	63	7.56	73	2.9
19	15	2	18	1.61
20	36	4.32	39	2.23
21	21	2.52	27	1.91
22	14.21	2	21	1.72
23	110	13.2	121	3.59
24	53	6.36	56	2.59
25	48	5.76	52	2.51
26	24	2.88	33	2.08



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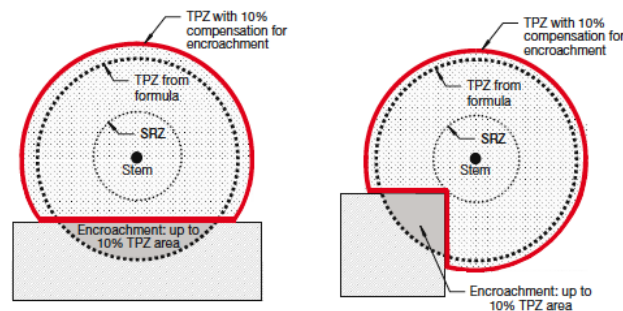


Tree Id	DBH (cm)	TPZ Radius (m)	DaB (cm)	SRZ Radius (cm)
27	26	3.12	32	2.05
28	41	4.92	48	2.43

DBH – Diameter at Breast Height; DaB – Diameter At Base; Cm – Centimetre; M – Metre

In calculating the radius for the Tree Protection Zones (TPZ), the DBH, measured at 1.4m from the ground, is multiplied by 12. The TPZ requirements are as follows:

- If the TPZ is encroached by less than 10%, the Australian Standard AS4970: 2009 states: *detailed root investigations should not be required.*
- If the TPZ is encroached by more than 10%, the Australian Standard AS4970: 2009 states: *the project Arborist must demonstrate that the tree(s) would remain viable. The area lost to this encroachment should be compensated for elsewhere and contiguous with the TPZ.*



The Structural Root Zone (SRZ) is the area around the base of the tree required for stability in the ground. These roots are fundamental for the trees structure and health. The standard states:

“The area around the base of a tree required for the tree’s stability in the ground. The woody root growth and soil cohesion in this area are necessary to hold the tree upright. The SRZ is nominally circular with the trunk at its centre and is expressed by its radius in metres. This zone considers a tree’s structural stability only, not the root zone required for a tree’s vigour and long-term viability, which will usually be a much larger area.” (AS4970)

To calculate the SRZ, the equation is $(D \times 50)^{0.42} \times 0.64$, where D is the Diameter at Base (DAB).

The effects of root loss or damage by any means could include:

- Loss of stability if structural woody roots or even lower order woody roots are cut



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- Reduction in water and nutrient uptake
- An eventual loss of leaves, reduced photosynthesis and thus sugar production
- Decay as a result of wounding
- Predisposition to soil borne pathogens





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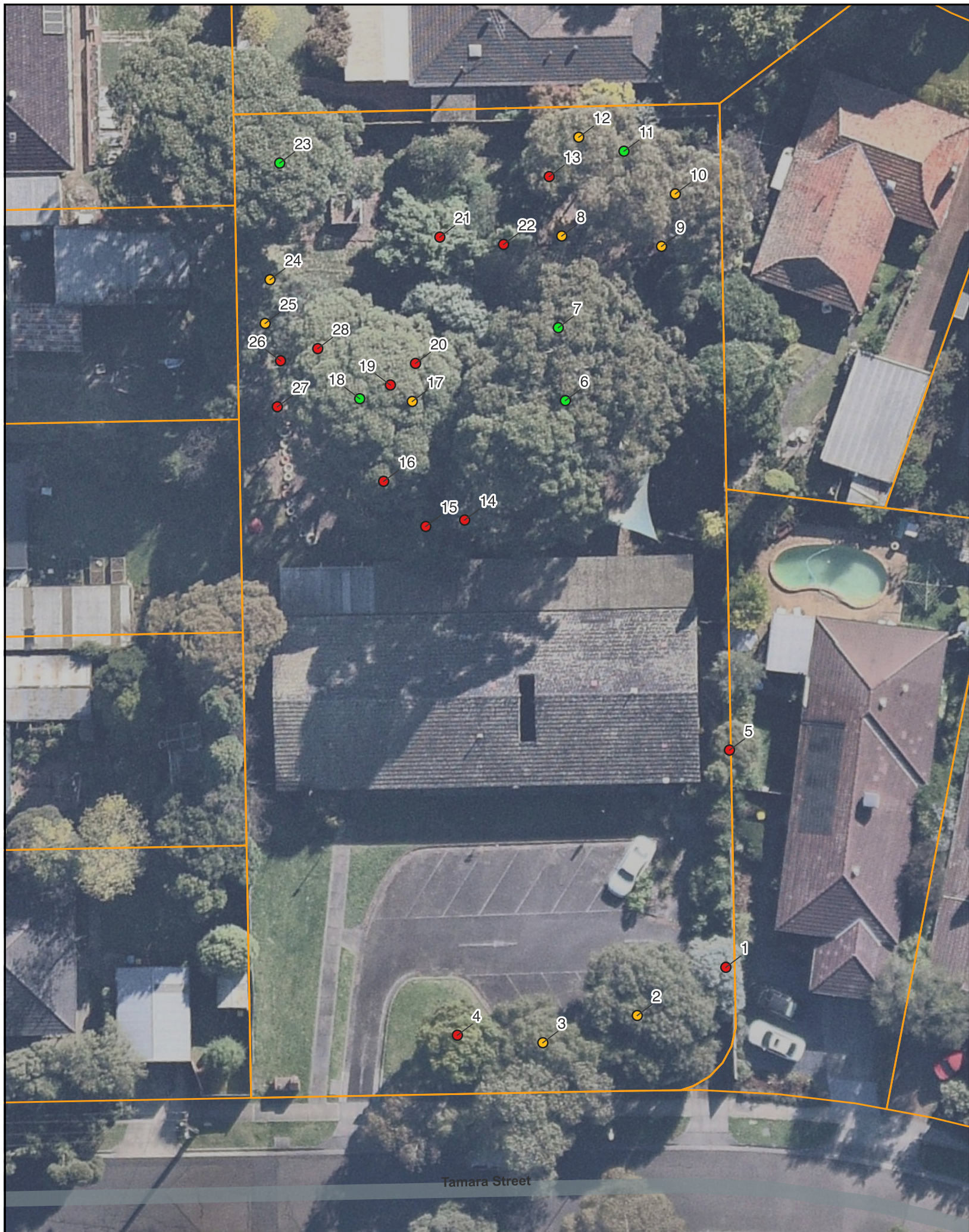


Conclusion

A total of 28 individual trees were assessed for this report. The main findings of the assessment were:

- The trees are generally in fair to good health and structure.
- Five trees were assessed as having a high retention value.
- Nine trees have been assessed as having a medium retention value.
- No trees onsite require a permit for their removal.





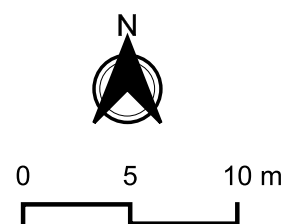
Coordinate Reference System (CRS)
 EPSG: 38355 GDA94/MGA Zone 55

Tree locations are approximate

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 Preliminary Arboricultural
 Assessment**

**10 Tamara Street, Wantirna
 South**

Appendix A: Tree Locations



Legend

Orange outline: Cadastre

Grey outline: Road

Retention Value

Green dot: High

Yellow dot: Medium

Red dot: Low



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Appendix B: Individual Tree Data

Tree ID	1	Origin	Vic. Native		
Botanical Name	<i>Acacia baileyana</i>	Age	Semi mature		
Common Name	Cootamundra Wattle	DBH (cm)	16		
Tree Height (m)	5	Canopy Spread (m)	4		
Health	Good	Structure	Fair		
ULE	Medium	Location	Onsite		
Observations	Weed species. Poor location				
Retention Value	Low	TPZ (m)	2		
Tree ID	2	Origin	Aus. Native		
Botanical Name	<i>Melaleuca bracteata</i>	Age	Mature		
Common Name	Black Tea-tree	DBH (cm)	45.12		
Tree Height (m)	8	Canopy Spread (m)	8		
Health	Fair	Structure	Poor		
ULE	Short	Location	Onsite		
Observations	Included codominant stems. Wounds				
Retention Value	Medium	TPZ (m)	5.41		
Tree ID	3	Origin	Aus. Native		
Botanical Name	<i>Melaleuca bracteata</i>	Age	Mature		
Common Name	Black Tea-tree	DBH (cm)	49.31		
Tree Height (m)	8	Canopy Spread (m)	8		
Health	Fair	Structure	Poor		
ULE	Short	Location	Onsite		
Observations	Included codominant stems. Wounds. Suppressed				
Retention Value	Medium	TPZ (m)	5.92		



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Tree ID	4	Origin	Aus. Native
Botanical Name	<i>Callistemon salignus</i>	Age	Mature
Common Name	Willow Bottle Brush	DBH (cm)	38
Tree Height (m)	9	Canopy Spread (m)	6
Health	Fair	Structure	Poor
ULE	Short	Location	Onsite
Observations	Sooty mold. Active split. Included codominant stems		
Retention Value	Low	TPZ (m)	4.56
Tree ID	5	Origin	Aus. Native
Botanical Name	<i>Melaleuca bracteata</i>	Age	Juvenile
Common Name	Black Tea-tree	DBH (cm)	10
Tree Height (m)	4	Canopy Spread (m)	1
Health	Good	Structure	Poor
ULE	Short	Location	Onsite
Observations			
Retention Value	Low	TPZ (m)	2
Tree ID	6	Origin	Aus. Native
Botanical Name	<i>Eucalyptus saligna</i>	Age	Mature
Common Name	Sydney Blue Gum	DBH (cm)	52
Tree Height (m)	19	Canopy Spread (m)	14
Health	Good	Structure	Fair
ULE	Medium	Location	Onsite
Observations	Wounds.		
Retention Value	High	TPZ (m)	6.24





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Tree ID	7	Origin	Aus. Native
Botanical Name	<i>Eucalyptus saligna</i>	Age	Mature
Common Name	Sydney Blue Gum	DBH (cm)	75
Tree Height (m)	20	Canopy Spread (m)	15
Health	Good	Structure	Fair
ULE	Medium	Location	Onsite
Observations	Wounds. Hanging branch		
Retention Value	High	TPZ (m)	9
Tree ID	8	Origin	Vic. Native
Botanical Name	<i>Eucalyptus melliodora</i>	Age	Mature
Common Name	Yellow Box	DBH (cm)	28
Tree Height (m)	8	Canopy Spread (m)	5
Health	Fair	Structure	Fair
ULE	Medium	Location	Onsite
Observations	Suppressed		
Retention Value	Medium	TPZ (m)	3.36
Tree ID	9	Origin	Aus. Native
Botanical Name	<i>Melaleuca linariifolia</i>	Age	Mature
Common Name	Snow in Summer	DBH (cm)	27.31
Tree Height (m)	5	Canopy Spread (m)	5
Health	Good	Structure	Poor
ULE	Short	Location	Onsite
Observations	Previously lopped. Included codominant stems		
Retention Value	Medium	TPZ (m)	3.28





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Tree ID	10	Origin	Vic. Native
Botanical Name	<i>Eucalyptus sideroxylon</i>	Age	Mature
Common Name	Red Ironbark	DBH (cm)	60
Tree Height (m)	15	Canopy Spread (m)	8
Health	Fair	Structure	Fair
ULE	Medium	Location	Onsite
Observations	Suppressed.		
Retention Value	Medium	TPZ (m)	7.2
Tree ID	11	Origin	Vic. Native
Botanical Name	<i>Eucalyptus sideroxylon</i>	Age	Mature
Common Name	Red Ironbark	DBH (cm)	70
Tree Height (m)	17	Canopy Spread (m)	10
Health	Fair	Structure	Fair
ULE	Medium	Location	Onsite
Observations			
Retention Value	High	TPZ (m)	8.4
Tree ID	12	Origin	Aus. Native
Botanical Name	<i>Lophostemon confertus</i>	Age	Semi mature
Common Name	Queensland Brush Box	DBH (cm)	24
Tree Height (m)	6	Canopy Spread (m)	5
Health	Good	Structure	Fair
ULE	Medium	Location	Onsite
Observations			
Retention Value	Medium	TPZ (m)	2.88





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Tree ID	13	Origin	Aus. Native
Botanical Name	<i>Callistemon sp.</i>	Age	Semi mature
Common Name	Bottle Brush	DBH (cm)	14.87
Tree Height (m)	4	Canopy Spread (m)	3
Health	Fair	Structure	Fair
ULE	Short	Location	Onsite
Observations	In decline. Sooty mold		
Retention Value	Low	TPZ (m)	2
Tree ID	14	Origin	Aus. Native
Botanical Name	<i>Leptospermum sp.</i>	Age	Semi mature
Common Name	Tea-tree	DBH (cm)	21.95
Tree Height (m)	5	Canopy Spread (m)	3
Health	Poor	Structure	Poor
ULE	Short	Location	Onsite
Observations	In decline. Suppressed. Dieback.		
Retention Value	Low	TPZ (m)	2.63
Tree ID	15	Origin	Aus. Native
Botanical Name	<i>Callistemon salignus</i>	Age	Semi mature
Common Name	Willow Bottle Brush	DBH (cm)	15.65
Tree Height (m)	4	Canopy Spread (m)	2
Health	Fair	Structure	Poor
ULE	Short	Location	Onsite
Observations	Sooty mold. Regrowth from old stump		
Retention Value	Low	TPZ (m)	2





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Tree ID	16	Origin	Vic. Native
Botanical Name	<i>Pittosporum undulatum</i>	Age	Mature
Common Name	Sweet Pittosporum	DBH (cm)	31.83
Tree Height (m)	10	Canopy Spread (m)	7
Health	Good	Structure	Fair
ULE	Short	Location	Onsite
Observations	Weed species		
Retention Value	Low	TPZ (m)	3.82
Tree ID	17	Origin	Aus. Native
Botanical Name	<i>Lophostemon confertus</i>	Age	Semi mature
Common Name	Queensland Brush Box	DBH (cm)	27
Tree Height (m)	6	Canopy Spread (m)	5
Health	Fair	Structure	Fair
ULE	Medium	Location	Onsite
Observations	Suppressed. Minor dieback		
Retention Value	Medium	TPZ (m)	3.24
Tree ID	18	Origin	Vic. Native
Botanical Name	<i>Eucalyptus botryoides</i>	Age	Mature
Common Name	Southern Mahogany	DBH (cm)	63
Tree Height (m)	16	Canopy Spread (m)	13
Health	Good	Structure	Fair
ULE	Medium	Location	Onsite
Observations			
Retention Value	High	TPZ (m)	7.56





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Tree ID	19	Origin	Exotic
Botanical Name	<i>Fraxinus sp.</i>	Age	Semi mature
Common Name	Ash	DBH (cm)	15
Tree Height (m)	5	Canopy Spread (m)	3
Health	Fair	Structure	Fair
ULE	Medium	Location	Onsite
Observations	Suppressed		
Retention Value	Low	TPZ (m)	2
Tree ID	20	Origin	Vic. Native
Botanical Name	<i>Acacia baileyana</i>	Age	Semi mature
Common Name	Cootamundra Wattle	DBH (cm)	36
Tree Height (m)	7	Canopy Spread (m)	4
Health	Fair	Structure	Fair
ULE	Short	Location	Onsite
Observations	Group of two trees. Wounds. Weed specia		
Retention Value	Low	TPZ (m)	4.32
Tree ID	21	Origin	Vic. Native
Botanical Name	<i>Pittosporum undulatum</i>	Age	Semi mature
Common Name	Sweet Pittosporum	DBH (cm)	21
Tree Height (m)	5	Canopy Spread (m)	5
Health	Good	Structure	Fair
ULE	Medium	Location	Onsite
Observations	Weed species		
Retention Value	Low	TPZ (m)	2.52





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Tree ID	22	Origin	Aus. Native
Botanical Name	<i>Callistemon sp.</i>	Age	Semi mature
Common Name	Bottle Brush	DBH (cm)	14.21
Tree Height (m)	4	Canopy Spread (m)	3
Health	Poor	Structure	Fair
ULE	Medium	Location	Onsite
Observations	Suppressed. In decline		
Retention Value	Low	TPZ (m)	2
Tree ID	23	Origin	Vic. Native
Botanical Name	<i>Eucalyptus botryoides</i>	Age	Mature
Common Name	Southern Mahogany	DBH (cm)	110
Tree Height (m)	24	Canopy Spread (m)	14
Health	Good	Structure	Fair
ULE	Medium	Location	Onsite
Observations			
Retention Value	High	TPZ (m)	13.2
Tree ID	24	Origin	Aus. Native
Botanical Name	<i>Melaleuca linariifolia</i>	Age	Mature
Common Name	Snow in Summer	DBH (cm)	53
Tree Height (m)	7	Canopy Spread (m)	5
Health	Good	Structure	Poor
ULE	Short	Location	Onsite
Observations	Included codominant stems		
Retention Value	Medium	TPZ (m)	6.36





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Tree ID	25	Origin	Aus. Native
Botanical Name	<i>Melaleuca linariifolia</i>	Age	Mature
Common Name	Snow in Summer	DBH (cm)	48
Tree Height (m)	7	Canopy Spread (m)	5
Health	Good	Structure	Poor
ULE	Short	Location	Onsite
Observations	Included codominant stems		
Retention Value	Medium	TPZ (m)	5.76
Tree ID	26	Origin	Aus. Native
Botanical Name	<i>Melaleuca linariifolia</i>	Age	Semi mature
Common Name	Snow in Summer	DBH (cm)	24
Tree Height (m)	5	Canopy Spread (m)	3
Health	Fair	Structure	Fair
ULE	Medium	Location	Onsite
Observations	Suppressed		
Retention Value	Low	TPZ (m)	2.88
Tree ID	27	Origin	Aus. Native
Botanical Name	<i>Melaleuca linariifolia</i>	Age	Semi mature
Common Name	Snow in Summer	DBH (cm)	26
Tree Height (m)	5	Canopy Spread (m)	3
Health	Fair	Structure	Poor
ULE	Short	Location	Onsite
Observations	Included codominant stems		
Retention Value	Low	TPZ (m)	3.12





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Tree ID	28	Origin	Aus. Native
Botanical Name	<i>Eucalyptus nicholii</i>	Age	Mature
Common Name	Narrow-leaved Black Peppermint	DBH (cm)	41
Tree Height (m)	9	Canopy Spread (m)	7
Health	Poor	Structure	Fair
ULE	Medium	Location	Onsite
Observations	Suppressed. Dieback.		
Retention Value	Low	TPZ (m)	4.92





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Appendix C: Glossary of Terms

AGE

Juvenile	Juvenile or recently planted approximately 1-7 years.
Semi Mature	Tree actively growing.
Mature	Tree has reached expected size in situation.
Senescent	Tree is over mature and has started to decline.

USEFUL LIFE EXPECTANCY – ULE

The useful life of a tree is an estimate of how long a tree is likely to remain in the landscape based on health, amenity and risk.

Long ULE Trees that appear to be retainable with an acceptable level of risk for more than 40 years.

1. Structurally sound trees located in positions that can accommodate future growth.
2. Storm damaged or defective trees that could be made suitable for retention in the long term by remedial tree surgery.
3. Trees of special significance for historical, commemorative or rarity reasons that would warrant extraordinary efforts to secure their long-term retention.

Medium ULE Trees that appear to be retainable with an acceptable level of risk for 15 to 40 years.

1. Trees that may only live between 15 and 40 years.
2. Trees that may live for more than 40 years but would be removed to allow the safe development of more suitable individuals.
3. Trees that may live for more than 40 years but would be removed during the course of normal management for safety and nuisance reasons.
4. Storm damage or defective trees that can be made suitable for retention in the medium term by remedial work.

Short ULE Trees that appear to be retainable with an acceptable level of risk for 5 to 15 years.

1. Trees that may live for 5 to 15 years.
2. Trees that may live for more than 15 years but would be removed to allow the safe development of more suitable individuals.
3. Trees that may live for more than 15 years but would be removed during the course of normal management for safety and nuisance reasons.
4. Storm damaged or defective trees that require substantial remedial work to make safe and are only suitable for retention in the short term.



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- Remove** Trees with a high level of risk that would need removal within the next 5 years.
1. Dead trees.
 2. Dying or suppressed and declining trees through disease or inhospitable conditions.
 3. Dangerous trees through instability or recent loss of adjacent trees.
 4. Dangerous trees through structural defects including cavities, decay, included bark, wounds or poor form.
 5. Damaged trees that are considered unsafe to retain.
 6. Trees that will become dangerous after removal of other trees for the above reasons.

CONDITION

This is a combined indicator of 'health' and 'structure' based on the following descriptors:

HEALTH

Good	Foliage of tree is entire, with good colour, very little sign of pathogens and of good density. Growth indicators are good ie. Extension growth of twigs and wound wood development. Minimal or no canopy die back (deadwood).
Fair	Tree is showing one or more of the following symptoms; < 25% dead wood, minor canopy die back, foliage generally with good colour though some imperfections may be present. Minor pathogen damage present, with growth indicators such as leaf size, canopy density and twig extension growth typical for the species in this location.
Poor	Tree is showing one or more of the following symptoms of tree decline; > 25% deadwood, canopy die back is observable, discoloured or distorted leaves. Pathogens present, stress symptoms are observable as reduced leaf size, extension growth and canopy density.
Dead or dying	Tree is in severe decline; > 55% deadwood, very little foliage, possibly epicormic shoots, minimal extension growth.

STRUCTURE

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 web: www.melbournetreecare.com.au

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Good	Trunk and scaffold branches show good taper and attachment with minor or no structural defects. Tree is a good example of the species with a well-developed form showing no obvious root problems or pests and diseases.
Fair	Tree shows some minor structural defects or minor damage to trunk eg. bark missing, there could be cavities present. Minimal damage to structural roots. Tree could be seen as typical for this species.
Poor	There are major structural defects, damage to trunk or bark missing. Co-dominant stems could be present or poor structure with likely points of failure. Girdling or damaged roots obvious. Tree is structurally problematic.

Retention Value

- High
 - A tree that is in good-fair health and structure with a long ULE
 - A tree that has cultural, botanical, or landscape significance
 - A tree that is not located within the subject site i.e. nature strip, adjoining properties.
- Medium
 - A tree that is in fair health and structure with a medium ULE
- Low
 - A tree that is in poor health and structure with a short ULE.
 - Weed species.
- Third Party
 - A tree that is located on adjoining properties
 - A tree that is located on a nature strip



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Appendix D: References

- Mattheck, C. and Breleor, H., 1994, *The body language of trees*, The Stationery Office, London, UK.
- Standards Australia 2009 SAI Global - *AS4970 Protection of Trees on Development Sites*

Appendix E: Qualifications and Experience

Lachlan J Egan has the following qualifications and experience:

Diploma of Arboriculture

QTRA (Quantified Risk Assessment) registered user

Arboriculture Australia National Conference: 2016

10 Years industry experience





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Appendix F: Report Limitations and Constraints

- The report is limited to the time of inspection.
- The report reflects the trees as found on the days of inspection. Any changes to site conditions or surroundings, such as construction works or landscape works may alter the findings of the report subject to conditions and recommendations as set out within the report.
- The report is based on the inspection and the material available at the time of inspection or that information further to the inspection found within the report.
- No soil samples were taken for laboratory analysis.
- Tree roots were not inspected below ground except where previously exposed and/or where otherwise stated within the report.
- Measurements may be approximates only and generally not to scale.
- All images supplied are interpretations only and should not be taken as true at time of inspection or indicative of tree condition or status at time of inspection or time of report release, inclusive of Google images if applicable

Appendix G: Disclaimer

Although MELBOURNE TREE CARE P.L. uses all due care and skill in providing you the information made available in this report, to the extent permitted by law MELBOURNE TREE CARE P.L. otherwise excludes all warranties of any kind, either expressed or implied. To the extent permitted by law, you agree that MELBOURNE TREE CARE P.L. is not liable to you or any other person or entity for any loss or damage caused or alleged to have been caused (including loss or damage resulting from negligence), either directly or indirectly, by your use of the information (including by way of example, Arboricultural advice) made available to you in this report. Without limiting this disclaimer, in no event will MELBOURNE TREE CARE P.L. be liable to you for any lost revenue or profits, or for special, indirect, consequential or incidental damage (however caused and regardless of the theory of liability) arising out of or related to your use of that information, even if MELBOURNE TREE CARE P.L. has been advised of the possibility of such loss or damage.

Preliminary Arboricultural Assessment

Site Address:

4 Coorie Avenue, Bayswater

Prepared for:

Knox City Council

Prepared by:

Lachlan J Egan

Melbourne Tree Care

DipArb

Submitted: 25/05/2023

melbourne
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Introduction

Melbourne Tree Care was contracted by Knox City Council to undertake a preliminary arboricultural assessment for trees located within the boundaries of 4 Coorie Avenue, Bayswater.

Aim of report

The intention of this report is to:

- Assess trees located within the subject site.
- State the permit requirements for tree removal.
- State the retention value for each tree.
- State the Tree Protection Zones (TPZ) and Structural Root Zones (SRZ) of all trees.

Methodology

- Lachlan Egan of Melbourne Tree Care attended site on the 23rd of May 2023.
- Data acquired is based on a Visual Tree Inspection (VTA) from the ground (Mattheck and Breloer, 1994).
- Trees within the subject site with a mature height greater than five metres were assessed.
- Data collected for each tree was their current size (DBH, DaB, crown spread, height), condition (health and structure), ULE (useful life expectancy), retention value, TPZ, and SRZ.
- DBH (Diameter at Breast Height) was measured at 1.4 metres using a diameter tape.
- DaB (Diameter at Base) was measure above the root flare using a diameter tape.
- Tree height and canopy spread were estimated.
- Tree locations are estimates.
- Data was recorded using Tree Plotter.
- TPZ's and SRZ's were calculated in accordance with Australian Standard 4970-2009 Protection of trees on development sites.



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Planning Controls

The subject site is located in Knox City Council Neighborhood Residential Zone – Schedule 4 (NRZ4). No planning overlays are present.

Table 1. Tree Permit Status

Tree Id	Botanical Name	Retention Value	Permit Required
1	<i>Liquidambar styraciflua</i>	Medium	No
2	<i>Photinia serratifolia</i>	Medium	No
3	<i>Pittosporum tenuifolium</i>	Low	No
4	<i>Camellia japonica</i>	Low	No
5	<i>Acer negundo</i>	Low	No
6	<i>Ligustrum vulgare</i>	Low	No
7	<i>Ligustrum vulgare</i>	Low	No
8	<i>Acer sp.</i>	Low	No

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Observations

A total of eight individual trees were assessed for this report (Figure 1) See **Appendix A** for tree locations. Detailed observations for individual trees are listed in **Appendix B**, and see **Appendix C** for glossary of terms.



Figure 1. Site overview and tree locations

Tree Population Overview

Four of the trees are assessed as mature, three are juvenile, and one tree is semi mature in age. All eight trees are exotic species The population is comprised of seven different species, with *Ligustrum vulgare* (European Privet) the most extensively assessed tree. One tree could only be identified to a genus level due to a lack of identifiable features (leaves, flowers, fruit). See **Appendix A** for individual tree locations and **Appendix B** for individual tree data.



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Health

Five of the trees are in good health, and the remaining three trees are in fair health. Most trees are presenting with good leaf size and colour, crown density, and branch elongation; all of which are indicators of good vigour and vitality.

Structure

The structure of all eight trees is assessed as fair. All trees present with strong branch and stem attachments and are generally free of any above-ground defects.

Tree Retention Value

No trees were found to have a high retention value. Two trees have a medium retention value, and six trees have a low retention value. See **Table 2** below.

Table 2. Tree Retention Values

Retention Value	Tree Id
High	None
Medium	1,2
Low	3,4,5,6,7,8

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Tree Protection Zones

A Tree Protection Zone (TPZ), as stated by the Australian Standard AS4970: 2009, Protection of trees on development sites, is the principal means of protection of trees on development site. The TPZ is a combination of the root area and crown area requiring protection. It is an area isolated from construction disturbance, so that the tree remains viable.

The Australian Standard AS4970: 2009 is being used in assessing the protection areas for each tree as it describes the best practices for the planning and protection of trees on development sites.

Table 3. Individual TPZ's and SRZ's

Tree Id	DBH (cm)	TPZ Radius (m)	DaB (cm)	SRZ Radius (cm)
1	48	5.76	65	2.76
2	29	3.48	31	2.02
3	10	2	13	1.5
4	5	2	10	1.5
5	86.08	10.33	96	3.25
6	7	2	8	3.01
7	13.6	2	12	1.5
8	9	2	11	1.5

DBH – Diameter at Breast Height; DaB – Diameter At Base; Cm – Centimetre; M – Metre

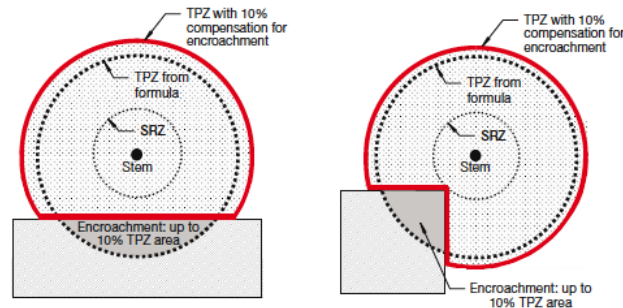
In calculating the radius for the Tree Protection Zones (TPZ), the DBH, measured at 1.4m from the ground, is multiplied by 12. The TPZ requirements are as follows:

- If the TPZ is encroached by less than 10%, the Australian Standard AS4970: 2009 states: *detailed root investigations should not be required.*
- If the TPZ is encroached by more than 10%, the Australian Standard AS4970: 2009 states: *the project Arborist must demonstrate that the tree(s) would remain viable. The area lost to this encroachment should be compensated for elsewhere and contiguous with the TPZ.*



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The Structural Root Zone (SRZ) is the area around the base of the tree required for stability in the ground. These roots are fundamental for the trees structure and health. The standard states:

“The area around the base of a tree required for the tree’s stability in the ground. The woody root growth and soil cohesion in this area are necessary to hold the tree upright. The SRZ is nominally circular with the trunk at its centre and is expressed by its radius in metres. This zone considers a tree’s structural stability only, not the root zone required for a tree’s vigour and long-term viability, which will usually be a much larger area.” (AS4970)

To calculate the SRZ, the equation is $(D \times 50)^{0.42} \times 0.64$, where D is the Diameter at Base (DAB).

The effects of root loss or damage by any means could include:

- Loss of stability if structural woody roots or even lower order woody roots are cut
- Reduction in water and nutrient uptake
- An eventual loss of leaves, reduced photosynthesis and thus sugar production
- Decay as a result of wounding
- Predisposition to soil borne pathogens



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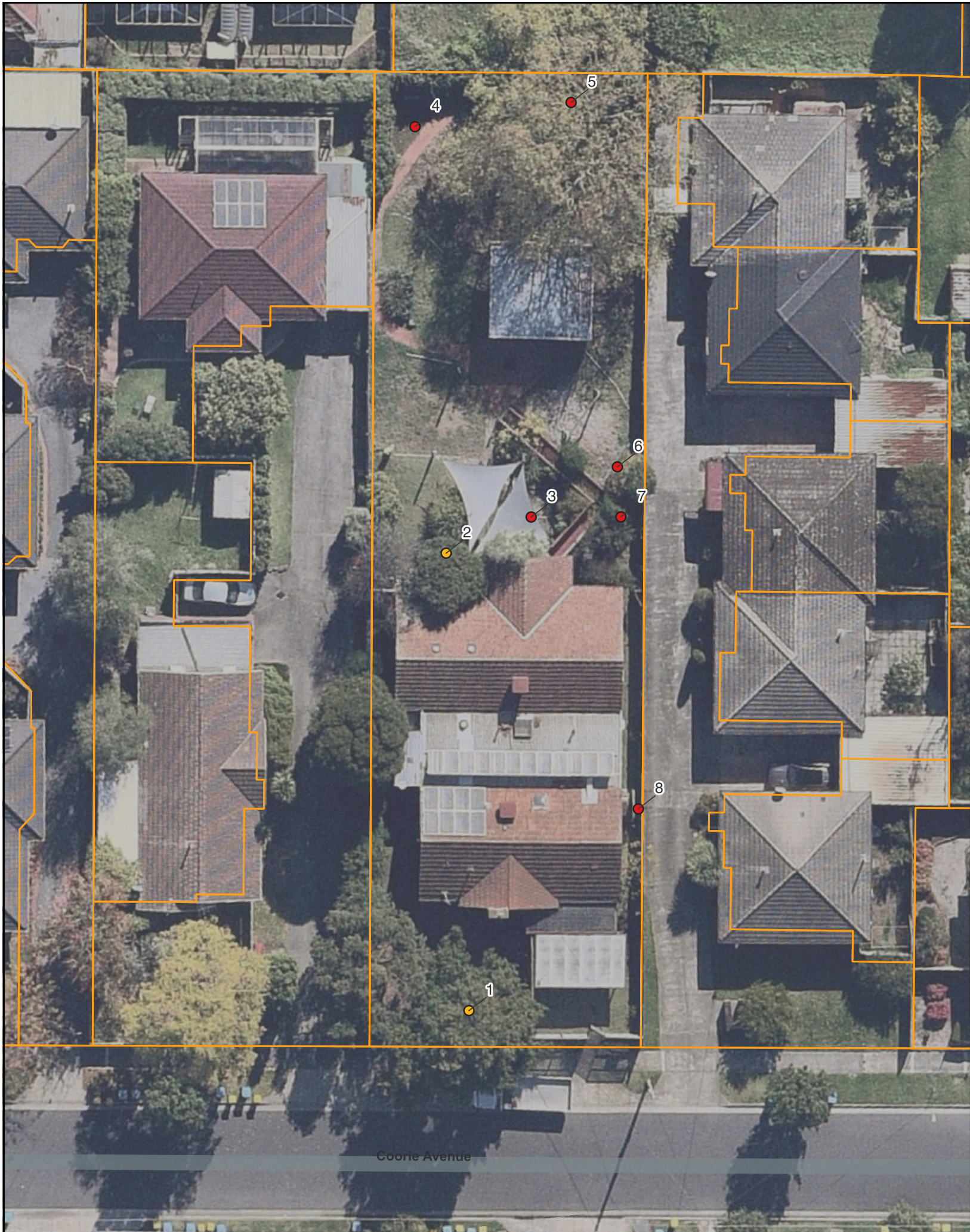
Conclusion

A total of eight individual trees were assessed for this report. The main findings of the assessment were:

- The trees are generally in fair to good health.
- The structure of the trees has been assessed as fair.
- No trees have been assessed as having a high retention value.
- Two trees have been assessed as having a medium retention value.
- No trees onsite require a permit for removal.



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Coordinate Reference System (CRS)
 EPSG: 38355 GDA94/MGA Zone 55

Tree locations are approximate

**Melbourne Tree Care
 Preliminary Arboricultural
 Assessment**

4 Cooie Avenue, Bayswater

Appendix A: Tree Locations



Legend

Orange outline: Cadastre

Grey bar: Road

Retention Value

Yellow dot: Medium




Red dot: Low



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Appendix B: Individual Tree Data

Tree ID	1	Origin	Exotic		
Botanical Name	<i>Liquidambar styraciflua</i>	Age	Mature		
Common Name	Liquidamber	DBH (cm)	48		
Tree Height (m)	14	Canopy Spread (m)	11		
Health	Fair	Structure	Fair		
ULE	Medium	Location	Onsite		
Observations	Basal wound				
Retention Value	Medium	TPZ (m)	5.76		
Tree ID	2	Origin	Exotic		
Botanical Name	<i>Photinia serratifolia</i>	Age	Mature		
Common Name	Chinese Hawthorn	DBH (cm)	29		
Tree Height (m)	6	Canopy Spread (m)	5		
Health	Good	Structure	Fair		
ULE	Medium	Location	Onsite		
Observations	Acute codominant stems				
Retention Value	Medium	TPZ (m)	3.48		
Tree ID	3	Origin	Exotic		
Botanical Name	<i>Pittosporum tenuifolium</i>	Age	Semi mature		
Common Name	Kohuhu	DBH (cm)	10		
Tree Height (m)	6	Canopy Spread (m)	2		
Health	Good	Structure	Fair		
ULE	Medium	Location	Onsite		
Observations	Group of trees. DBH estimated				
Retention Value	Low	TPZ (m)	2		



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Tree ID	4	Origin	Exotic
Botanical Name	<i>Camellia japonica</i>	Age	Mature
Common Name	Camellia	DBH (cm)	5
Tree Height (m)	3	Canopy Spread (m)	2
Health	Good	Structure	Fair
ULE	Medium	Location	Onsite
Observations	Group of trees. DBH estimated		
Retention Value	Low	TPZ (m)	2
Tree ID	5	Origin	Exotic
Botanical Name	<i>Acer negundo</i>	Age	Mature
Common Name	Box Elder	DBH (cm)	86.08
Tree Height (m)	14	Canopy Spread (m)	17
Health	Fair	Structure	Fair
ULE	Short	Location	Onsite
Observations	Weed species. Large deadwood. Previous failures. Wounds.		
Retention Value	Low	TPZ (m)	10.33
Tree ID	6	Origin	Exotic
Botanical Name	<i>Ligustrum vulgare</i>	Age	Juvenile
Common Name	European Privet	DBH (cm)	7
Tree Height (m)	3	Canopy Spread (m)	2
Health	Good	Structure	Fair
ULE	Short	Location	Onsite
Observations	Weed species. Poor location. DBH estimated		
Retention Value	Low	TPZ (m)	2





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Tree ID	7	Origin	Exotic
Botanical Name	<i>Ligustrum vulgare</i>	Age	Juvenile
Common Name	European Privet	DBH (cm)	13.6
Tree Height (m)	4	Canopy Spread (m)	2
Health	Good	Structure	Fair
ULE	Short	Location	Onsite
Observations	Weed species.		
Retention Value	Low	TPZ (m)	2
Tree ID	8	Origin	Exotic
Botanical Name	<i>Acer sp.</i>	Age	Juvenile
Common Name	Maple	DBH (cm)	9
Tree Height (m)	3	Canopy Spread (m)	1
Health	Fair	Structure	Fair
ULE	Short	Location	Onsite
Observations	Poor location		
Retention Value	Low	TPZ (m)	2





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Appendix C: Glossary of Terms

AGE

Juvenile	Juvenile or recently planted approximately 1-7 years.
Semi Mature	Tree actively growing.
Mature	Tree has reached expected size in situation.
Senescent	Tree is over mature and has started to decline.

USEFUL LIFE EXPECTANCY – ULE

The useful life of a tree is an estimate of how long a tree is likely to remain in the landscape based on health, amenity and risk.

Long ULE Trees that appear to be retainable with an acceptable level of risk for more than 40 years.

1. Structurally sound trees located in positions that can accommodate future growth.
2. Storm damaged or defective trees that could be made suitable for retention in the long term by remedial tree surgery.
3. Trees of special significance for historical, commemorative or rarity reasons that would warrant extraordinary efforts to secure their long-term retention.

Medium ULE Trees that appear to be retainable with an acceptable level of risk for 15 to 40 years.

1. Trees that may only live between 15 and 40 years.
2. Trees that may live for more than 40 years but would be removed to allow the safe development of more suitable individuals.
3. Trees that may live for more than 40 years but would be removed during the course of normal management for safety and nuisance reasons.
4. Storm damage or defective trees that can be made suitable for retention in the medium term by remedial work.

Short ULE Trees that appear to be retainable with an acceptable level of risk for 5 to 15 years.

1. Trees that may live for 5 to 15 years.
2. Trees that may live for more than 15 years but would be removed to allow the safe development of more suitable individuals.
3. Trees that may live for more than 15 years but would be removed during the course of normal management for safety and nuisance reasons.
4. Storm damaged or defective trees that require substantial remedial work to make safe and are only suitable for retention in the short term.



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- Remove** Trees with a high level of risk that would need removal within the next 5 years.
1. Dead trees.
 2. Dying or suppressed and declining trees through disease or inhospitable conditions.
 3. Dangerous trees through instability or recent loss of adjacent trees.
 4. Dangerous trees through structural defects including cavities, decay, included bark, wounds or poor form.
 5. Damaged trees that are considered unsafe to retain.
 6. Trees that will become dangerous after removal of other trees for the above reasons.

CONDITION

This is a combined indicator of 'health' and 'structure' based on the following descriptors:

HEALTH

Good	Foliage of tree is entire, with good colour, very little sign of pathogens and of good density. Growth indicators are good ie. Extension growth of twigs and wound wood development. Minimal or no canopy die back (deadwood).
Fair	Tree is showing one or more of the following symptoms; < 25% dead wood, minor canopy die back, foliage generally with good colour though some imperfections may be present. Minor pathogen damage present, with growth indicators such as leaf size, canopy density and twig extension growth typical for the species in this location.
Poor	Tree is showing one or more of the following symptoms of tree decline; > 25% deadwood, canopy die back is observable, discoloured or distorted leaves. Pathogens present, stress symptoms are observable as reduced leaf size, extension growth and canopy density.
Dead or dying	Tree is in severe decline; > 55% deadwood, very little foliage, possibly epicormic shoots, minimal extension growth.

STRUCTURE

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Good	Trunk and scaffold branches show good taper and attachment with minor or no structural defects. Tree is a good example of the species with a well-developed form showing no obvious root problems or pests and diseases.
Fair	Tree shows some minor structural defects or minor damage to trunk eg. bark missing, there could be cavities present. Minimal damage to structural roots. Tree could be seen as typical for this species.
Poor	There are major structural defects, damage to trunk or bark missing. Co-dominant stems could be present or poor structure with likely points of failure. Girdling or damaged roots obvious. Tree is structurally problematic.

Retention Value

- High
 - A tree that is in good-fair health and structure with a long ULE
 - A tree that has cultural, botanical, or landscape significance
 - A tree that is not located within the subject site i.e. nature strip, adjoining properties.
- Medium
 - A tree that is in fair health and structure with a medium ULE
- Low
 - A tree that is in poor health and structure with a short ULE.
 - Weed species.
- Third Party
 - A tree that is located on adjoining properties
 - A tree that is located on a nature strip



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Appendix D: References

- Mattheck, C. and Breleor, H., 1994, *The body language of trees*, The Stationery Office, London, UK.
- Standards Australia 2009 SAI Global - *AS4970 Protection of Trees on Development Sites*

Appendix E: Qualifications and Experience

Lachlan J Egan has the following qualifications and experience:

Diploma of Arboriculture

QTRA (Quantified Risk Assessment) registered user

Arboriculture Australia National Conference: 2016

10 Years industry experience





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Appendix F: Report Limitations and Constraints

- The report is limited to the time of inspection.
- The report reflects the trees as found on the days of inspection. Any changes to site conditions or surroundings, such as construction works or landscape works may alter the findings of the report subject to conditions and recommendations as set out within the report.
- The report is based on the inspection and the material available at the time of inspection or that information further to the inspection found within the report.
- No soil samples were taken for laboratory analysis.
- Tree roots were not inspected below ground except where previously exposed and/or where otherwise stated within the report.
- Measurements may be approximates only and generally not to scale.
- All images supplied are interpretations only and should not be taken as true at time of inspection or indicative of tree condition or status at time of inspection or time of report release, inclusive of Google images if applicable

Appendix G: Disclaimer

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5 Motions for Which Notice has Previously Been Given

6 Supplementary Items

7 Urgent Business

8 Confidential Items